



# SOLANO COUNTY

FY2018/19 Recommended Budget



**ON THE COVER:** Pictured on the cover, from top to bottom:

- **Lagoon Valley Lake:** Lagoon Valley is loved by everyone from locals to passers-by who want to experience uninterrupted fun in nature, challenging workouts and scenic vistas. Located in Vacaville, the 470-acre open space features grass-covered hills rolling over the horizon, stately oak trees, a dog park and a small lagoon that shimmers in the sun - perfect for biking, hiking and recreating.
- **Lake Solano County Park:** Located along the Putah Creek, Lake Solano and the surrounding land is primarily used for recreation, and includes public campgrounds and the Lake Solano Nature Center. The nature area is especially popular with kayakers, canoeists, anglers, campers, picnickers, bird watching and hiking.
- **Monticello Dam:** Constructed between 1953 and 1957, the Monticello Dam impounds water from the Putah Creek to form Lake Berryessa, the seventh largest man-made lake in California. The dam is known world-wide for its classic, uncontrolled morning glory type spillway. Water from the reservoir supplies water to several cities and communities and agricultural areas in Solano County and spills into the Putah Creek.
- **Mother Earth:** The bronze Mother Earth sculpture stands in the roundabout at the intersection of Abernathy and Rockville Roads and is the gateway to the Suisun Valley. The sculpture, created by Lisa Reinertson in 2007, depicts Mother Earth holding a rainbow with outstretched arms. According to the artist, her inspiration was the beauty in the valley and the combination of agriculture and nature.

# From the County Administrator

May 24, 2018

Members of the Board of Supervisors:

I am pleased to present to you the Recommended Budget which sets forth an expenditure requirement of \$1,016,433,937. The Budget is balanced and relies on local, State and federal revenues, the use of fund balances and modest draws from reserves. Today Solano County is better positioned financially than many counties in California, in part due to its diverse economic base, proximity to the job markets in the greater Bay Area and Sacramento, and the County's fiscally prudent management policies. The Recommended Budget is balanced, although not structurally. The budget recommendations address State and federal mandates, including funding for programs and services in support of the Board's strategic priorities.



The FY2018/19 Recommended Budget reflects a decrease in the workforce to 3,030.75 full-time employee (FTE) positions, (excluding extra help positions) which is a net decrease of 37.60 FTE from the FY2017/18 Adopted Budget. This 1.2 percent decrease in positions, most of which were approved by the Board throughout FY2017/18, represent a key step in continuing efforts to align federal and State funding with allocated positions.

The FY2018/19 Recommended Budget once again has met the goals of funding for all county departments, saving for known financial obligations including pension, and capital renewal, while preparing to handle additional changes in State and federal requirements and funding.

It's worth noting that although the great recession was more than seven years ago, Solano County and the seven cities have collectively seen a slower recovery than the greater Bay Area. While we are seeing a modest growth in job creation, a lower unemployment rate and there has been a steady recovery in property values driven by resale, the availability of skilled workers for new construction has been impacted by the growth demands in the Bay Area and in the rebuilding in Sonoma and Napa following the fires of October 2017. Since the peak of the recession, we have seen a slow decrease from the one in three to slightly fewer than one in four of individuals who are still in need of assistance from County programs and services, but those remaining on assistance are competing in the labor and housing market with the work force and other public assistance recipients being displaced out of the Bay Area.

If we reflect for a moment on the past seven years under the leadership of Governor Brown and the State's effort to improve direct delivery of services and recover from the recession, counties have seen their responsibilities grow, the funding streams to pay for required programs change, and the uncertainty surrounding ongoing State and federal funding remain a constant. Thus far, counties have been required to implement State realigned programs impacting the jail operation, Sheriff operations, the District Attorney, Public Defender, mental health, substance abuse, and foster care, Probation services for adults and juveniles, and have picked up a greater share of cost for In Home Support Services (IHSS). During this same period of time California counties were required to assist with the implementation of the Federal Affordable Care Act (ACA) and the State's Covered California health care expansion.

The recommended FY2018/19 funding for the departments reflects continued efforts to mitigate increasing operational costs, staffing needs and State and federal mandates, with other methods to provide services. We are mindful of the integral role that all County employees play in implementing and running mandated and discretionary County programs and services and applaud the commitment of our employees for being innovative, adaptive, creative, and proactive in the provision of public services. The budget reflects continued investment in our County employees through increases in wages, retirement and medical costs as approved during the past year in labor negotiations and invests in employee training and the use of technology to strengthen our workforce capabilities.



# County of Solano

## Recommended Budget

While the President is recommending some federal program enhancements, his budget proposal also recommends significantly reducing funding for a number of key county programs in fiscal year 2019, including the Supplemental Nutrition Assistance Program (SNAP) and Medicaid. Likewise, the Temporary Assistance for Needy Families (TANF) program, state and local law enforcement grants, state and local Homeland Security and FEMA grants, and renewable energy programs all would be in line for large cuts under the proposed 2019 budget. We will continue to monitor budget and other legislative changes in Washington D.C. and may have to return to the Board with a corrective action plan should these funding reductions significantly impact County operations.

The Recommended Budget includes known revenues and addresses current mandated or previously Board approved programs and services, and does not recommend new programs or new on-going commitments at this time. Collaborative and strategic efforts will need to continue to address the need for workforce training, affordable housing options and solutions, child care, transportation, and homelessness. The County will need to continue to seek partnerships and sustainable solutions and revenue streams that leverage State and federal revenues. For it is likely these challenges will continue into FY2018/19, and are greater than any one government agency can undertake alone.

In closing, the preparation of the Recommended Budget document does not come without a concerted team effort by many individuals. Our department heads and their fiscal staff, along with the members of my staff have spent to past 5 months compiling data, projecting expenses and revenues, analyzing workloads and staffing needs, and reviewing programs to achieve a balanced budget. I am proud and appreciative of everyone who participated in the important process and would like to take this opportunity to express my sincere thanks and gratitude to all whose dedication and commitment to excellence makes this budget document possible. I especially want to thank the County Administrator's Office Budget Team who compiled the Recommended Budget: Assistant County Administrator Nancy Huston, Budget Officer Ian Goldberg, the CAO Analyst team of Debbie Vaughn, Michelle Heppner, James Bezek, Anne Putney, Chris Rogers, Magen Yambao, Jodene Nolan, Matthew Davis, and Jeanette Neiger. I also want to thank Human Resource's Marc Fox and Donna Caldwell and our Auditor-Controller's Office Simona Padilla-Scholtens, Phyllis Taynton and the Auditor-Controller staff.

As we work toward FY2018/19, we must continue to adapt to changing external circumstances, forge collaborative partnerships with stakeholders, and use innovative technologies to provide fiscally responsible services that result in a better quality of life for our residents. I want to recognize and thank the Department Heads, County employees, and our community partners who have continued the ongoing effort to help identify opportunities to streamline services and reduce costs, to find innovative ways to provide services to our most vulnerable, and to help others find their way back into a healthy and productive life in our communities. Although our work is not yet done, together we can fulfill the mission of Solano County - to serve the people and provide a safe and healthy place to live, learn, work and play.

Respectfully submitted,



Birgitta E. Corsello  
County Administrator



# Board of Supervisors



**Erin Hannigan**  
Vice-Chair  
District 1



**Monica Brown**  
District 2



**James P. Spring**  
District 3



**John M. Vasquez**  
Chair  
District 4



**Skip Thomson**  
District 5

## **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



# Budget Team & Department Head Listings

## Budget Team

County Administrator .....	Birgitta E. Corsello .....	784-6100
Assistant County Administrator.....	Nancy Huston .....	784-6107
Public Assistance / General Government.....	Chris Rogers .....	784-6481
Law and Justice.....	Anne Putney .....	784-6933
Budget Officer.....	Ian Goldberg .....	784-6116
Resource Management / Transportation / Solano360 .....	James Bezek .....	784-6112
General Services / General Government .....	Magen Yambao .....	784-1969
Legislative, Intergovernmental & Public Affairs Officer .....	Michelle Heppner.....	784-3002
Public Communications Officer / General Government.....	Matthew Davis .....	784-6111
Health & Social Services .....	Debbie Vaughn .....	784-6113
Budget Document Production.....	Jodene Nolan.....	784-6108
General Revenues & Property Taxation .....	Simona Padilla-Scholtens.....	784-6280
Indirect Cost .....	Sheila Turgo.....	784-2956
Budget Training .....	Ray Catapang.....	784-6942
Budget Training .....	Robert Lacy .....	784-7796
Information Technology Support.....	Suman Nair.....	784-3488

## Department Head Listing

Agricultural Commissioner - Sealer of Weights & Measures.....	Simone Hardy.....	784-1310
Assessor / Recorder .....	Marc Tonnesen .....	784-6200
Auditor - Controller .....	Simona Padilla-Scholtens.....	784-6280
Department of Information Technology / Registrar of Voters .....	Ira Rosenthal .....	784-6675
County Administrator .....	Birgitta E. Corsello.....	784-6100
County Counsel.....	Dennis Bunting .....	784-6140
Child Support Services .....	Pamela Posehn .....	784-3606
District Attorney .....	Krishna Abrams .....	784-6800
General Services .....	Mike Lango .....	784-7900
Health & Social Services .....	Gerald Huber .....	784-8400
Human Resources / Risk Management.....	Marc Fox.....	784-6170
Library.....	Bonnie Katz .....	784-1500
Probation .....	Christopher Hansen .....	784-7600
Public Defender - Alternate 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 Development Board (WDB).....	Heather Henry .....	863-3501

# Organizational Chart

## Board of Supervisors



Erin Hannigan  
District 1



Monica Brown  
District 2



James P. Spering  
District 3



John M. Vasquez  
District 4



Skip Thomson  
District 5



County Counsel  
Dennis Bunting



County Administrator  
Birgitta E. Corsello

## Elected Officials



Auditor - Controller  
Simona Padilla-Scholtens



District Attorney  
Krishna Abrams



Assessor / Recorder  
Marc Tonnesen



Sheriff / Coroner  
Tom Ferrara



Treasurer / Tax  
Collector / County Clerk  
Charles Lomeli

## Appointed Officials



Ag. Comm. / Sealer  
Simone Hardy



General Services  
Mike Lango



Human Resources  
Marc Fox



H&SS  
Gerald Huber



Public Defender  
Lesli Caldwell



Library  
Bonnie Katz



Resource Mgmt.  
Bill Emlen



Veterans Services  
Ted Puntillo



DoIT / ROV  
Ira Rosenthal



Probation  
Christopher Hansen



Child Support Services  
Pamela Posehn

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**COUNTY ADMINISTRATOR'S BUDGET MESSAGE**

DATE: May 24, 2018  
TO: Board of Supervisors  
FROM: Birgitta E. Corsello, County Administrator  
SUBJECT: FY2018/19 Recommended Budget

Staff recommends that the Board of Supervisors conduct Budget Hearings beginning at 9:00 a.m. on June 19, 2018 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 positions, investments in technology and County facilities, contributions to non-county agencies, reserves, and the use of one-time funds received in FY2017/18.

In creating a Recommended Budget, departments were asked to submit a budget that balanced meeting their financial and policy requirements to provide services to the community while asking them to target the goal of “restrained growth” in General Fund costs throughout FY2018/19 in an effort to offset increased wages and benefits. The FY2018/19 Recommended Budget reflects a concentrated effort to balance increasing labor costs and services required while continuing to address priorities identified by the Board of Supervisors. Solano County has seen some job growth, further reductions in unemployment and an improving real estate market in 2017, but we continue to face uncertainty regarding adequate State and Federal funding and potential legislative changes that may affect how we deliver County mandated and discretionary services including health care, public assistance and public safety programs. We are confident the ongoing use of Board adopted Budget Strategies, including sound financial practices, enables departments to continue their commitment and efforts to contain costs by leveraging technology, partnerships, and State and federal funding when feasible.

The FY2018/19 Recommended Budget includes a section dedicated to the County Statistical Profile. This section provides key information on Solano County’s current economic outlook and captures indicators of the County’s achievements and challenges. Solano County had another year of solid job growth in 2017, adding 1,900 jobs to the local economy. Our population growth rate remains modest at 0.7% over the previous year, and according to the California Employment Development Department, overall employment in California also continues to improve, and has done so for the past several years. The unemployment rate in Solano County as of March 2017 stands at 4.1%, down from 5.4% in 2017 and in-line with the State average of 4.2%. While employment improves, Solano County’s 2016 Per Capita Income is the fourth lowest among benchmark counties at \$46,151 according to the US Bureau of Economic Analysis. Further, slightly under one in four Solano County residents (24.5%) receives some form of public assistance, including CalFresh, CalWORKs, General Assistance, and Medi-Cal (health insurance). The local housing market has been strong and homeowners benefited as they experienced a 11.2% increase over the previous year in the median home price in 2018, which is partially driven by limited available inventory and increased demand. As home prices climb, the rental market follows with an average rental price for one and two-bedroom apartments climbing to \$2,195 per month in December 2017, an increase of 30.1% from 2011 according to Zillow Research. While the economic indicators above reflect signs of Solano County’s continued recovery, they also reflect our challenges, and can affect how we provide services to Solano County residents. In FY2018/19 we will continue to monitor the County’s economic outlook, keeping in mind the potential impacts of the Federal 2017 Tax Cuts and Jobs Act and that by the end of the fiscal year the United States will have matched the longest economic recovery in its modern history. (*See County Statistical Profile Section*).

Included in this budget message are the following budget-related sections: 1) Budget Overview; 2) Financial Summary; 3) General Fund Reserves, Designations & Commitments and Fund Balance; 4) Overview of the federal and State Budgets; 5) Economic Risks; 6) FY2018/19 General Fund Recommended Budget; 7) General Fund and Fiscal Projection; 8) Pending Issues and 9) Summary of Recommendations.



**BUDGET OVERVIEW**

TOTAL FINANCING REQUIREMENTS - ALL GOVERNMENTAL FUNDS					
FY2018/19					
FUND NAME	FY2017/18 ADOPTED BUDGET	FY2018/19 RECOMMENDED	CHANGE	% CHANGE	
GENERAL FUND	\$ 273,369,859	\$ 268,940,129	\$ (4,429,730)	(1.6%)	
SPECIAL REVENUE FUNDS	714,495,730	715,200,992	705,262	0.1%	
CAPITAL PROJECT FUNDS	38,332,949	15,556,132	(22,776,817)	(59.4%)	
DEBT SERVICE FUNDS	24,429,037	16,736,684	(7,692,353)	(31.5%)	
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>\$ 1,050,627,575</b>	<b>\$ 1,016,433,937</b>	<b>\$ (34,193,638)</b>	<b>(3.3%)</b>	
<b>BUDGETED POSITIONS</b>	3,068.35	3,030.75	(37.60)	(1.2%)	

The FY2018/19 Recommended Budget for Governmental Funds is balanced and totals \$1,016,433,937 (*Schedules 1 and 2*). The total budget represents a decrease of \$34.2 million or 3.3% when compared to the FY2017/18 Adopted Budget and relies on local, State and federal revenues, and the use of fund balances with limited draws from reserves.

The most significant change is reflected in the Capital Project Funds, which decreased by \$22.8 million due to construction costs for the SB 1022 Sheriff training project mostly occurring in FY2017/18, and therefore not reflected in the FY2018/19 Recommended Budget. The increases in the Special Revenues Funds of \$0.7 million are primarily due to increases in costs for Public Safety, Mental Health Services Act (MHSA), Road and other funds, offset by decreases in Health & Social Services and other funds. The decrease in the General Fund of \$4.4 million is primarily due to reduced transfers to reserves and contingencies in FY2018/19; the reductions include the one-time transfer of \$10 million from the General Fund – General Reserves to a new Reserve for the Property Tax System Replacement project in FY2017/18. These decreases are partially offset by increases in appropriations in General Fund departments, primarily reflecting increased labor costs and increased General Fund contributions to both Public Safety and Health and Social Services when compared to the FY2017/18 Adopted Budget. Finally, Debt Service Funds decreased by \$7.7 million as a result of decreases in obligated fund balance due to the final principal payment on the 2004 Series Pension Obligation Bonds (POB's) paid in FY2017/18. Overall, the FY2018/19 Recommended Budget for All Governmental Funds decreased by 3.3% when compared to the FY2017/18 Adopted Budget.

The FY2018/19 Recommended Budget uses Midyear projected 6/30/18 fund balances in several departments with dedicated revenues and draws down \$8.1 million from committed Fund Balances to meet County obligations. One-time General Fund revenues from FY2017/18 are recommended to be used to offset one-time costs and to fund increased liabilities for accrued leave payoff, employee related benefits for the projected PERS employer rate increases and to fund contributions to capital renewal reserves for the maintenance of the County buildings.

The Recommended Budget provides for a workforce of 3,030.75 FTE positions, excluding extra-help positions. This reflects a net decrease of 37.60 FTE from FY2017/18 Adopted Budget of which 40.8 were deleted in FY2017/18. A net difference of 3.2 FTE total additions results from the addition of 22.7 FTE, the deletion of 15.0 vacant FTEs, and 4.5 FTE expiring limited-terms. These changes over the past fiscal year, and the recommended changes included in the Budget, primarily reflect the continued efforts to align allocated positions throughout the County with evolving operational requirements.

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The continued reliance on intergovernmental funding for State and federally mandated programs is a key aspect of the Recommended Budget. In FY2018/19, the Recommended Budget relies on the use of redirected 1991 Realignment growth funding, State General Fund, and one-time funding to cover known expenditure increases in In-Home Supportive Services (IHSS) and Social Services. New mandates without new funding and the redirection of 1991 Realignment growth funding beginning in FY2017/18 create an unsustainable budget for Mental Health in future years which will require service reductions, additional funding, or a combination of both. Social Services deleted 24.0 FTE in FY2017/18 and 3.5 FTE in the Recommended Budget to cover revenue shortfalls and may require additional program reductions during the upcoming year. Both IHSS and Social Services programs obligations are expected to increase County General Fund requirements in FY2018/19.

This Budget Summary narrative is 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 outlined in the respective budget units. The individual Department Recommended Budget narratives provide the following 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 following pages include a financial overview of the FY2018/19 Recommended Budget.

## FINANCIAL SUMMARY

The Governmental Funds Spending Plan by Function graph portrays a total of \$1 billion. 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 appropriations at 24.2% in the FY2018/19 Recommended Budget, which is in-line with the FY2017/18 Adopted Budget. Public Protection spending is projected to increase \$9.6 million in FY2018/19 with the largest contribution to this increase being labor costs including wages and retirement, central data processing services, countywide administrative charges, and insurance.

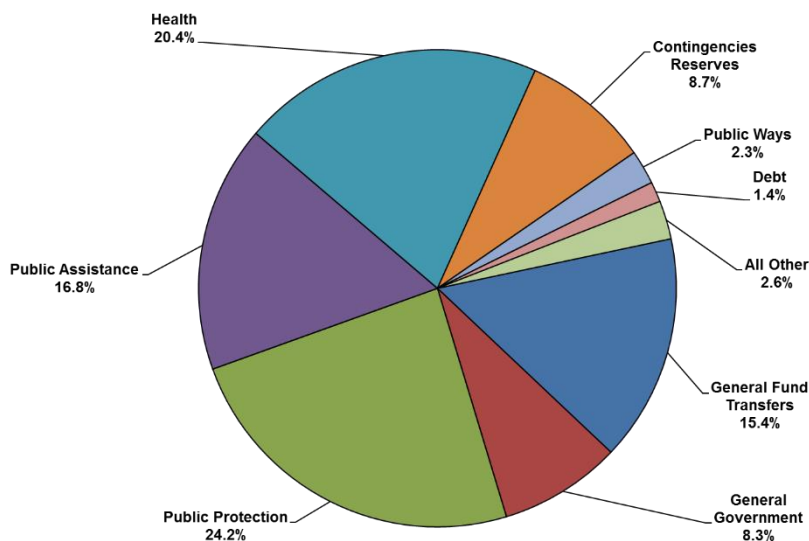
Public Assistance, at 16.8%, and Health, at 20.4%, represent the social safety net function of County government, which together represents a decrease from FY2017/18. Health spending is projected to decrease by \$8.9 million in FY2018/19, primarily due to decreased Intergovernmental Transfers (IGT) transactions and reduced spending in services and supplies including contracted services.

General Fund Transfers increase from a 14.3% share of the FY2017/18 Adopted Budget to a 15.4% share of the FY2018/19 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 38% of the FY2018/19 Recommended Budget and generally have specific requirements on how funding can be used. Intergovernmental Revenue from State and federal agencies decreased by approximately \$31.4 million primarily due to a reduction in State revenues related to the SB 1022 Jail Programing construction project funded in FY2017/18 and reduced IGT funding. Taxes represent 18.4% of the FY2018/19 revenue projections, which is up from the 16.9% share in FY2017/18.

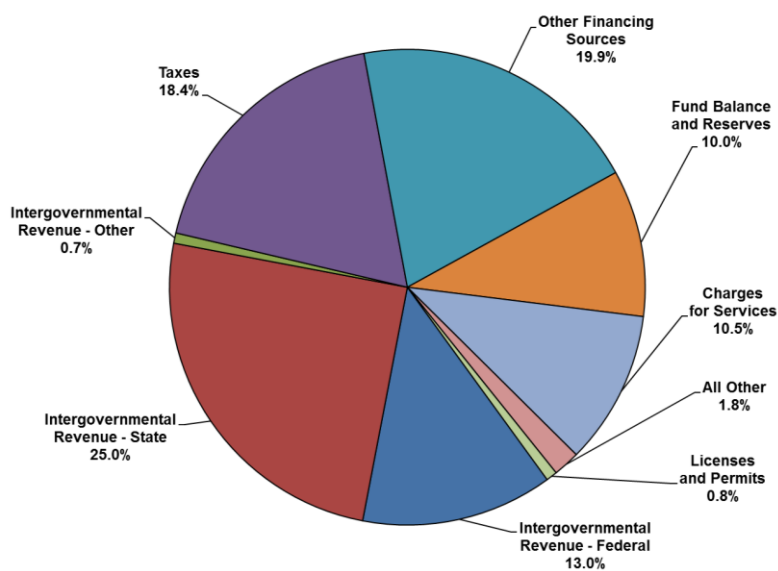
Other Financing Sources represent 19.9% share of the FY2018/19 projected revenues, which is an increase from 18.9% share in FY2017/18. Fund Balance and Reserves represent a 10.0% share of the FY2018/19 revenues, which is a decrease from the 11.2% share in FY2017/18.

**Spending Plan by Function for FY2018/19**



## GOVERNMENTAL FUNDS Total: \$1,016,433,937

**Revenues by Source for FY2018/19**



The General Fund Spending Plan (Fund 001) graph portrays a total of \$268.9 million. The Public Safety category represents the single largest category of expenditures at 44.6% in FY2018/19, which is in-line with its proportional share in FY2017/18. This category includes the Sheriff, District Attorney, Public Defender, Alternate Public Defender, Other Public Defense and Probation.

The General Government/All Other category represents a 32.5% share in FY2018/19, an increase from 29.5% share in FY2017/18. Functions listed under this category include Agricultural Commissioner, Resource Management, Registrar of Voters, General Government including Legislative, Administrative and Financing.

Health & Social Services is the third largest category of General Fund use at 10.7% of the total, which is up over the 9.7% share in FY2017/18 primarily due to the addition of the County Medical Services Program participation fee and increases in the IHSS MOE. The County's Maintenance of Effort (MOE) for the Courts is 3.4% of the total.

The Recommended Budget includes \$8.8 million in one-time funds allocated to committed Fund Balances to address impacts of known future obligations for retirements, accrued leave payoff and capital renewal costs.

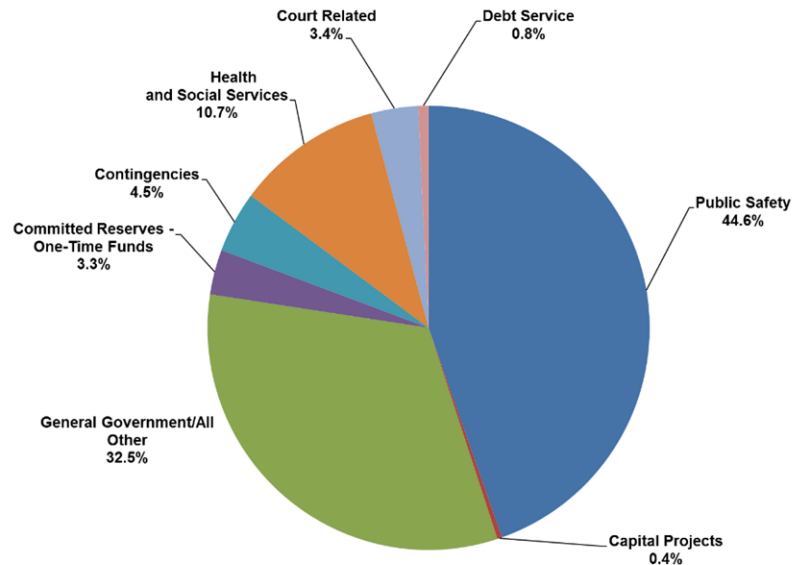
The Sources of General Fund Revenue graph provides information concerning General Fund financing for County operations.

Revenues derived from property values account for over half of General Fund revenues, with Property Taxes at 53.3% and ABX1 26 Residual and Pass-Through at 8.1%. Property taxes include secured, unsecured, supplemental, unitary, property tax in lieu of Vehicle License Fee (VLF) and property transfer tax. The FY2018/19 Recommended Budget projects a net increase of \$8.1 million in these property related revenues when compared to the FY2017/18 Adopted Budget.

The next largest category is Charges for Services at 19.1%, which includes fees, permits, licenses, property tax administration fees and reimbursements for County costs of service.

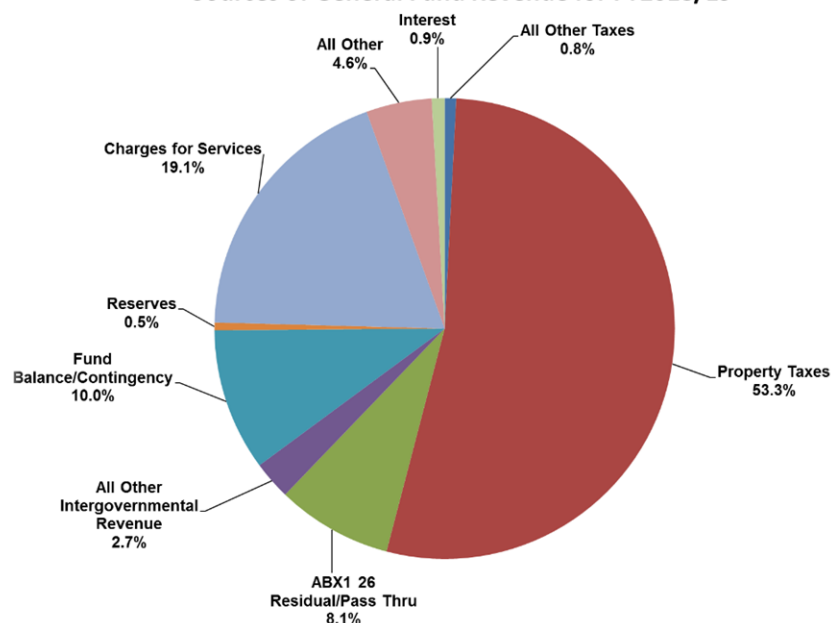
As shown, the third largest category is Fund Balance/Contingency at 10.0%. The General Fund projected Fund Balance at the end of FY2017/18 becomes a means of financing for the FY2018/19 Recommended Budget.

**General Fund Spending Plan for FY2018/19**



**GENERAL FUND**  
**Total: \$268,940,129**

**Sources of General Fund Revenue for FY2018/19**



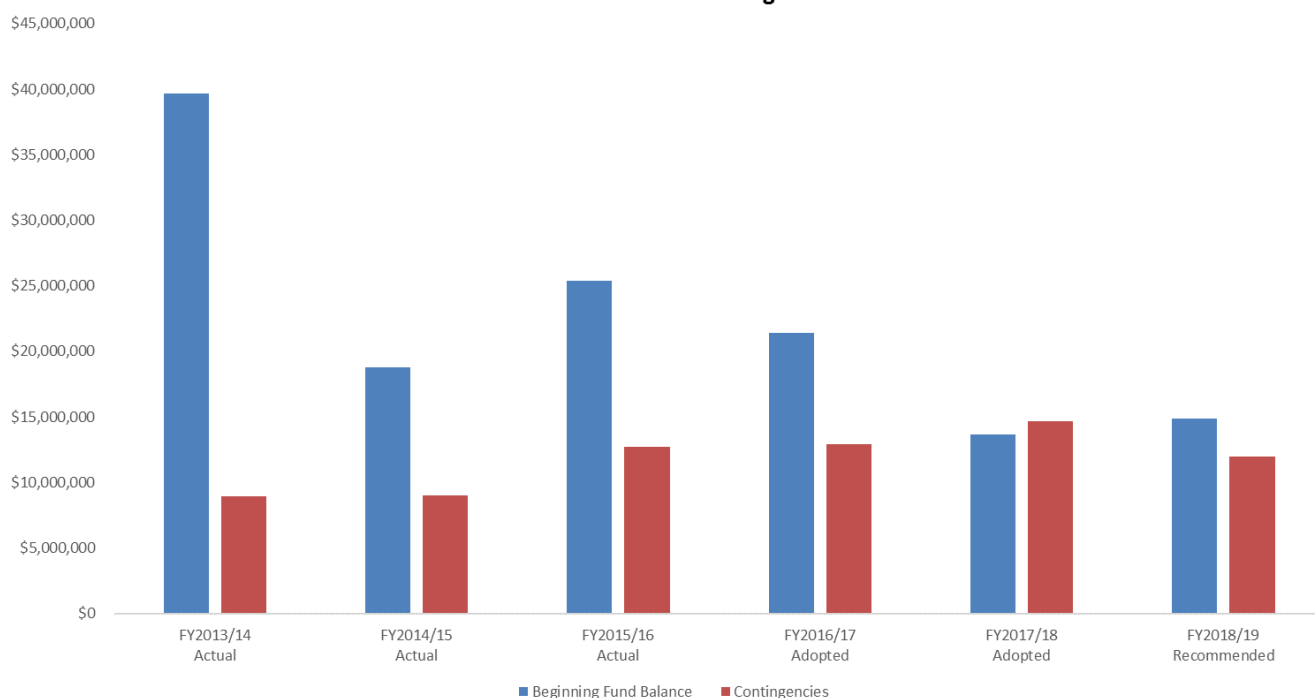


## GENERAL FUND RESERVES, DESIGNATIONS & COMMITMENTS AND FUND BALANCE

The Board has adopted financial policies and overarching principles intended to position the County to address the range of investments necessary to sustain and provide services. In establishing the Reserves, the County's intent was to draw from these resources and strategically step-down programs to align ongoing expenditures with ongoing revenues. However, in the past, the rate of decline in County revenues outpaced projections. At the same time, the State implemented changes in program responsibilities and funding in criminal justice, health care and Social Services Programs, and 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.

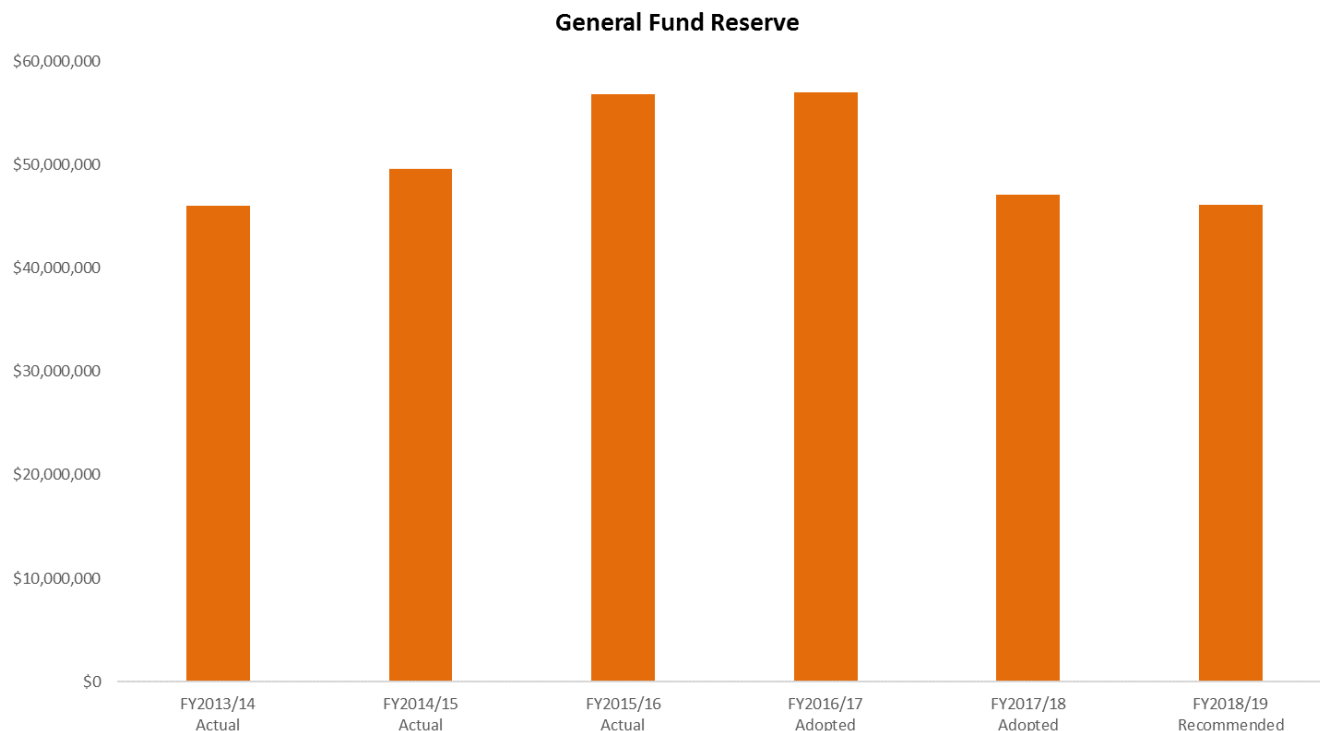
In better economic times the Board consciously set monies aside to fund and finance some of the General Fund obligations, liabilities, and responsibilities. The County has weathered the past few years due to the strong fiscal policies established by the Board and the execution of those policies by the County departments. The establishment of the General Reserve and the funding of the various General Fund Reserves has allowed the County to manage through the economic downturn. A stable economy is anticipated for FY2018/19; however, there are some significant unknowns that will have a financial impact on the County and further cost containment efforts may be necessary. In the following paragraphs, the unfunded obligations and potential liabilities that lie ahead are discussed in connection with the General Fund Reserves, designations and commitments, and Fund Balance.

**Fund Balance and Contingencies**



The Fund Balance at June 30, 2018 is projected at \$26.9 million, which includes \$12 million for Contingencies.

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. The current recommendation from staff for FY2018/19 is to maintain a \$12 million contingency amount within the General Fund which is approximately 4% of Proposed General Fund Expenditures, reduced from \$14.7 in FY2017/18. 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.



Per Board policy outlined in the Budget Construction and Legal Requirements section of the FY2018/19 Recommended Budget 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:

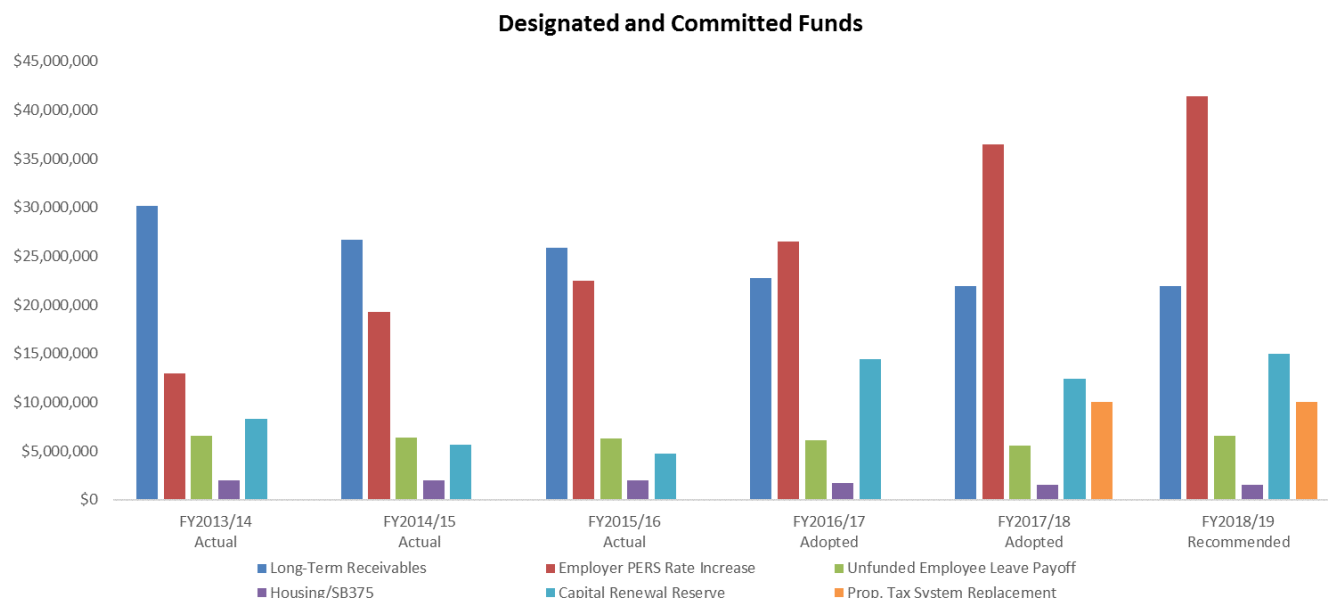
- When the County faces economic recession/ depression and the County must take budget action.
- When the County is impacted by a natural disaster or any other emergency.
- When the County experiences unexpected declines in revenues and/or when unpredicted large one-time expenditures arise.

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).
4. The General Fund General Reserve should not be used to support recurring operating expenditures.
5. 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.

The FY2018/19 Recommended Budget for the General Fund General Reserve is projected at \$46.1 million. Based on Board policy the reserve target should be maintained at 10% of the County's total budget, excluding Interfund transfers, which calculates to be \$82.1 million in FY2018/19. At the current reserve of \$46.1 million the County has funded the General Reserve at 56% of its target goal.



### Employer PERS Rate Increase

The Employer Public Employee Retirement System (PERS) Rate Increase reserve was established to address both the County's unfunded actuarial accrued liability for the Miscellaneous & Safety Retirement Plans and to position the General Fund to address the future CalPERS rate increases for retirement cost should these rates initially exceed available ongoing revenues, as a means to allow a smoother transition year over year.

Actuarial changes were adopted and implemented by CalPERS beginning in FY2015/16 through FY2019/20 (over a 5-year period) and are expected to continue to increase employer pension rates by as much as 50%. Given that pension rates are expected to increase over the next five years, coupled with a Board of Supervisors stated goal of achieving a retirement funding ratio of 90% for both CalPERS plans (Miscellaneous and Safety), the County Debt Advisory Committee reviewed options to reduce the unfunded liability in FY2014/15. On February 10, 2015, the Committee presented a funding policy to the Board that included placing one-time funds into a Pension Trust to help reduce the unfunded pension liabilities, thereby reducing future employer retirement rates. The Board approved this policy, authorized the creation of an IRS 115 Trust Account, and agreed to fund it with one-time funds in the amount of \$20 million at the end of FY2014/15. As of June 30, 2016, (most recent actuarial report), the County's unfunded actuarial accrued liability for both the Miscellaneous Plan and Safety Plan is \$545 million (71% Funded Ratio). This figure includes the former court employees and county fair employees.

The FY2018/19 Recommended Budget for the Employer PERS Rate Increases includes both the value of the IRS 115 Trust at \$20.5 and the Reserve for Employer PERS Rate Increase at \$20.9 million for a total reserve of \$41.4 million.

### Capital Renewal Reserve (Deferred Capital/Maintenance Projects)

In 2007 the Board established a committed Fund Balance for capital renewal/deferred maintenance projects to fund deferred maintenance, unexpected maintenance and/or future 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.
- Effectively manage/reduce the County's risks associated with the programs dispensed from County-occupied buildings.

Annually, through the review and approval of the 5-Year Capital Facilities Improvement Plan (CIP), the Board reviews the status of County building infrastructure, building systems and maintenance needs. The Board weighs these exposures against available resources to determine how to budget for these facility demands.

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General Services provided the Board a report titled 2016 Facilities Condition Analysis, prepared by EMG of Walnut Creek (Consultant). The report recommends an annual investment of \$7.6 million to maintain County Facilities in “Very Good Condition”, while a lower investment of approximately \$2.8 million annually will maintain the portfolio within a “Good” range, which is the minimum maintenance level chosen by the Board in order to continue fixed asset protection, preservation and renewal.

In May 2018, the General Services Department presented to the Board a status update on capital projects included in the FY2018/19 Recommended Budget. Based on a preliminary prioritization of projects under consideration, the Department provided recommendations for funding specific projects, some of which will require funding from the Capital Renewal Reserve.

The reserve has a current balance of \$13.5 million. It is recommended that the Board utilize \$1.5 million of this balance to fund projects in FY2018/19 (see Capital Projects budget for details). In order to provide the annual funding necessary to maintain the County facilities a \$3 million increase to the reserve is recommended in FY2018/19 using the one-time revenues projected to be realized based on Midyear projections for 6/30/18. This contribution from FY2017/18 year-end results in the FY2018/19 Recommended Budget for Capital Renewal Reserve of \$15 million.

**Property Tax System Replacement**

The Solano County Integrated Property System (SCIPS) is the County’s current internally developed and maintained property tax system, originally developed in 1982. On April 4, 2017, the Board of Supervisors authorized staff to proceed with the replacement of the SCIPS system. The total estimated cost to replace the SCIPS system is \$10 million and will be completed over multiple years. To fund the replacement system, including the data migration and full implementation the Board authorized the creation of a reserve in FY2017/18 for the project in the amount of \$10 million, funded by reclassifying funds from the General Fund - General Reserve. These funds will be a loan to the project, repaid over time once the project is completed.

**Unfunded Employee Accrued Leave Payoff**

In accordance with the Board’s Fund Balance Policy, the Board established and maintains a General Fund Reserve for Accrued Employee Leave Payoff. Each year the County assesses the funds necessary to pay for any unanticipated leave payoff that departments cannot absorb with existing appropriations. Based on the County’s aging workforce, continued utilization of the Accrued Leave Payoff funds is anticipated in FY2018/19. The FY2018/19 Recommended Budget for the Unfunded Employee Leave Payoff reserve is \$6.6 million.

**Long-Term Receivables**

Long-Term Receivables represents amounts outstanding and payable to the County, not available as cash, which cannot be spent because they are either (a) not in a spendable form or (b) legally or contractually required to be maintained intact. It includes long-term loans and notes receivable, inventories and prepaid items. The FY2018/19 Recommended Budget for Long-Term Receivables is \$21.9 million.

**Housing/SB 375**

Effective February 1, 2012, the redevelopment agencies (RDA) were dissolved. During the existence of the RDA, a percentage of the redevelopment funding was required to be used to meet the housing needs of low/moderate-income residents. As a result of the dissolution of the redevelopment agencies, this restricted source of funding was no longer available to address housing needs. As of February 1, 2012, any unspent housing funds in RDA’s were redistributed to the local taxing agencies as one-time revenues. During this time the State passed SB 375 (Chapter 728, Statutes of 2008) which directed the California Air Resources Board to set regional targets for reducing greenhouse gas emissions. SB 375 included requirements for coordinating regional housing needs allocation with the regional transportation process. In FY2013/14 the Board approved the County Administrator’s recommendation to establish the Housing/SB 375 reserve using \$2 million of these one-time housing set-aside funds for SB 375 implementation and/or to address temporary and long-term housing needs for children, families, special needs clients, and older, indigent and disabled adults. In FY2018/19 Recommended Budget the current balance in the Housing/SB 375 reserve is \$1.6 million.

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## **OVERVIEW OF THE FEDERAL AND STATE BUDGETS**

### **Federal Budget Update**

In March, Congress approved and President Trump signed into law a long-awaited omnibus appropriations agreement (PL 115-141) that funds the federal government through the remainder of fiscal year 2018. Passage of the nearly \$1.3 trillion spending bill brought closure to a months-long budget stalemate that was marked by five short-term funding patches and two brief government shutdowns. In the end, the House cleared the legislation on a 356-167 vote while the Senate passed the bill by a 65-32 margin.

As expected, the spending levels in the omnibus package adhere to the topline numbers set by lawmakers in the recent Bipartisan Budget Act (BBA, PL 115-123). The BBA, which established a two-year budgetary framework, authorized Congress to increase fiscal year 2018 defense and non-defense spending by \$80 billion and \$63 billion, respectively. All told, the omnibus provides \$700 billion for the Pentagon and \$591 billion for domestic discretionary programs in the current fiscal year.

While a series of 11th-hour disputes threatened to derail the budget negotiations, Republican and Democratic leaders struck several notable compromises that ultimately allowed a final spending deal to emerge. With regard to immigration and border security, lawmakers agreed to spend \$1.6 billion for President Trump's border wall, instead of the \$25 billion sought by the White House. Notably, the omnibus restricts the manner in which the funds may be allocated (i.e., the dollars may be used for repairs or secondary fencing where existing barriers are in place along the Southwest border; new barriers would need to be levees or bollard-type fencing). Missing from the package is language that would protect young undocumented individuals currently residing in the U.S.A. from the threat of deportation.

With regard to fiscal year 2019, the Trump administration released in February its spending request for fiscal year 2019 that starts on October 1. The White House budget proposes to exceed the BBA's spending limit for defense programs by nearly \$70 billion but would cut domestic discretionary funding by \$57 billion when compared to the new BBA caps.

While the president is recommending some program enhancements, the administration would significantly reduce funding for a number of key county programs in fiscal year 2019, including the Supplemental Nutrition Assistance Program (SNAP) and Medicaid. Likewise, the Temporary Assistance for Needy Families (TANF) program, state and local law enforcement grants, state and local Homeland Security and FEMA grants, and renewable energy programs all would be in line for large cuts under the Trump proposed budget. Both Houses in Congress continue to work on the 2019 Budget appropriations, but with the midterm elections it will likely be Fall 2018 before final actions are taken.

Below are highlights of the final FFY18 budget agreement from March 2018.

### **Health and Human Services**

The omnibus appropriations Act provides significant spending increases for several key HHS programs, including the Child Care and Development Block Grant. Under the legislation, child care funding will receive a \$2.4 billion boost, nearly doubling the program to \$5.2 billion.

The omnibus appropriations Act also increases funding for opioid treatment and intervention programs by \$2.55 billion, bringing total FFY18 funding to \$3.6 billion. Within that total, the legislation provides: \$415 million to expand behavioral health and substance use disorder prevention and treatment services, particularly in rural communities; \$1 billion for a new State Opioid Response Grant; and, \$40 million for mental health and substance use prevention and treatment for children and families in the child welfare system.

Furthermore, appropriations for incentive payments for adoption and legal guardianships were doubled from \$37 million to \$75 million. The Child Abuse Prevention and Treatment Act (CAPTA), which assists states in implementing child safety plans, was increased for the first time since fiscal year 2005, rising from \$25 million to \$85 million. Also receiving an increase in appropriations – from \$385 million to \$445 million – is the Promoting Safe and Stable Families Act (PSSF), which funds state and county programs that are designed to support at-risk families.

The omnibus also provides increases for the Healthy Start program and the Maternal and Child Health Block Grant (\$7 million and \$10 million, respectively). Head Start is receiving a \$610 million increase for 2018.

Appropriators rejected the Trump administration's proposal to eliminate the Community Services Block Grant (CSBG), the Low-Income Home Energy Assistance Program (LIHEAP), and the Social Services Block Grant (SSBG). Under the final spending bill,

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CSBG is level funded at \$715 million and LIHEAP is increased by seven percent, for a total of \$3.6 billion. The SSBG again escaped elimination, receiving flat funding of \$1.7 billion.

Due to its entitlement nature, the bill provides \$74 billion for Supplemental Nutrition Assistance Program (SNAP), fully funding the program to meet the projected needs of all eligible individuals. Finally, the Women, Infants and Children (WIC) program is fully funded at \$6.2 billion, which is based on USDA projections of program enrollments.

#### Family First Prevention Services Act

Despite a glaring lack of stakeholder input and public hearings, the text of the Family First Prevention Services Act (FFPSA) was included in the aforementioned BBA. The measure, which was strongly opposed by Solano County and other California stakeholders, will require the State and counties to revamp key processes under California's Continuum of Care Reforms. The end result will be significant cost shifts to the State and counties.

In 2018 and beyond, FFPSA implementation will place additional requirements on the assessment of youth for placement in congregate care facilities, as well as institute costly new requirements for the programs to operate with licensed nursing staff on call at all hours of the day (even if the program is not serving children with significant medical needs). In general, the FFPSA will restrict the number of youth who could be served in short-term residential treatment programs and reduce federal funding supporting them. The new law does allow states to request a delay in implementation of up to two years – from October 2019 until October 2021. However, it does not extend the state's child welfare waiver, which expires on October 1, 2019.

#### Children's Health Insurance Program (CHIP)

Funding for the CHIP program was recently extended by Congress for a total of 10 years. It should be noted that the program extension phases down the Affordable Care Act's (ACA) enhanced federal matching rate for CHIP coverage. Beginning in fiscal year 2020, the ACA's 88 percent federal match rate for California will be reduced to 76.5 percent. In fiscal year 2021, the rate will return to its pre-ACA level of 65 percent.

#### ACA Tax on High-Cost Health Insurance Plans

The ACA's so-called "Cadillac Tax" was postponed for an additional two years, until 2022, under a recent Continuing Resolution (PL 115-120). Pursuant to the ACA, a 40 percent excise tax is imposed on high-cost health insurance plans, which many public employers, including counties, offer to their employees. With the excise tax costs expected to rise over the years as health care expenses increase, the burden on county budgets could be significant.

### **Water Resources**

**Solano Project** – The final FFY18 budget fully funds the Solano Project, which includes: \$2.367 million for facility operations; and, \$1.329 million for management of the recreation area at Lake Berryessa.

**CALFED Bay-Delta Restoration** – The omnibus provides \$37 million for California Bay-Delta Restoration, a \$1 million increase from the FY 2017 enacted level.

**WIIN ACT Funding** – Congress provided \$134 million for water storage projects authorized in the Water Infrastructure Improvements for the Nation (WIIN) Act. With regard to California, the federal funds will partially match Proposition 1 storage dollars for the following projects: design and pre-construction work on the Shasta Reservoir project; feasibility study completions for the Sites Reservoir and the Temperance Flat Reservoir; and, initiation of a feasibility study to address subsidence on the Friant Kern Canal.

**Clean Water and Drinking Water State Revolving Funds** – The Clean Water State Revolving Fund and the Drinking Water State Revolving Fund will both receive an additional \$300 million in funding in fiscal year 2018. These programs provide federal financial assistance for the construction of drinking water and wastewater infrastructure and treatment facilities.

### **Transportation**

**Federal-aid Highway Program** – Consistent with the terms of the Fixing America's Surface Transportation (FAST) Act, the FY18 omnibus provides \$45 billion for the Federal-aid Highway program, or a \$1 billion boost compared to fiscal year 2017. The legislation also provides an additional \$2.5 billion in discretionary funding for roads and bridges, bringing total federal highway spending to approximately \$47.5 billion in fiscal year 2018.

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**BUILD Transportation Discretionary Grants** - The Appropriations Act appropriates \$1.5 billion to be awarded by the U.S. Department of Transportation for National Infrastructure Investments. This program was previously known as the Transportation Investment Generating Economic Recovery, or TIGER Discretionary Grants program, and is now known as the Better Utilizing Investments to Leverage Development, or BUILD Transportation Discretionary Grants program. Funds for the FY 2018 BUILD Transportation program are to be awarded on a competitive basis for projects that will have a significant local or regional impact.

**Capital Investment Grants** – The Capital Investment Grants program is a competitive discretionary grant program that funds major transit capital projects including heavy rail, light rail, commuter rail, bus rapid transit projects, and streetcars. The FY18 spending bill includes an additional \$232 million for the program, bringing total spending to just over \$2.6 billion.

**Consolidated Rail Infrastructure and Safety Improvement Grants** – The omnibus includes an additional \$525 million for grants to improve the safety, efficiency, and reliability of passenger and freight rail systems. These competitive funds have supported a wide range of projects, including safety efforts like reducing grade crossing incidents.

### **Housing and Urban Development (HUD)**

**Community Development Block Grant (CDBG)** – Lawmakers agreed to fund the CDBG program at \$3.3 billion, or a \$300 million increase above fiscal year 2017 levels.

**Choice Neighborhoods Program** – The omnibus includes an additional \$12.5 million for the Choice Neighborhoods program in FY18, bringing total spending to \$150 million. The program provides competitive planning and implementation grants to improve neighborhoods with distressed public and/or assisted housing.

**HOME Investment Partnerships Program** – The HOME program is receiving an additional \$412 million in FY18, increasing total spending to over \$1.3 billion. HOME provides flexible formula grants to local governments to expand the supply of affordable housing for low-income households.

**Homeless Assistance Grants** – The budget includes \$2.5 billion for Homeless Assistance Grants, a \$130 million increase over FFY17 spending. Pursuant to the final omnibus, \$80 million of the \$2.5 billion is allocated to address youth homelessness.

### **Justice Funding**

**State Criminal Alien Assistance Program (SCAAP)** – The final budget provides \$240 million for SCAAP, or a \$30 million increase. The boost in funding represents the single largest annual increase in the program since fiscal year 2006.

**Byrne Justice Assistance Grants (JAG)** – JAG, which is the primary source of flexible federal criminal justice funding for state, local, and tribal jurisdictions, is set to receive \$416 million in FY18, a \$13 million boost. Of that amount, roughly \$340 million is available for traditional JAG grants.

**Victims of Crime Act (VOCA)** – The omnibus sets the amount of funding for programs authorized under VOCA at roughly \$4.4 billion, an increase of more than \$1.8 billion.

**Funding to Combat Opioid Abuse** – The final budget directs \$447 million for DOJ grant programs to help stem opioid abuse, including funds for drug courts, treatment, prescription drug monitoring, heroin enforcement task forces, overdose reversal drugs, and at-risk youth programs. The funding represents a nearly \$300 million increase for opioid-related grant programs.

**COPS Hiring Program** – The omnibus provides nearly \$226 million in COPS hiring grants. Within this total, \$30 million is designated for Tribal Resources Grants, \$10 million is for Community Policing Development, and \$36 million will be used for the Regional Information Sharing System. As a result, local governments will be able to compete for approximately \$150 million in traditional COPS hiring grants, compared to \$137 million available in FY17.

### **State Budget Update**

On January 10, 2018 the Governor presented his initial FY2018/19 budget plan to the Legislature. His budget proposal included estimated State General Fund revenues to be about \$127 billion in FY2017/18 and roughly \$130 billion in FY2018/19, and the Governor proposes to spend \$131.7 billion from the General Fund in FY2018/19. There are also \$56.1 billion in Special Funds and \$2.5 billion in Bond Funds, increasing the overall size of the budget to a total of \$190.3 billion. The FY2017/18 fiscal plan reflects a one-time surplus. Proposed General Fund spending is increased by approximately \$9.2 billion this year as compared to FY2017/18.

Continuing his emphasis on fiscal prudence, Governor Brown proposes to fully fund the Rainy-Day Fund, which was established by the approval of Proposition 2 in 2014, which set a constitutional goal of reserving 10% of tax revenues. By the end of the current fiscal year, the Rainy-Day Fund will have \$8.4 billion, or 65% of the target. The Proposed Budget includes a \$3.5 billion supplemental payment in addition to the constitutionally required transfer, bringing the total Rainy-Day Fund to \$13.5 billion. In May of 2011, Governor Brown identified \$35 billion in debts, deferrals and budgetary obligations. That debt has been reduced since then, currently standing at less than \$6 billion.

The FY2018/19 Proposed Budget continues to fund poverty-focused programs, including:

- The rising state minimum wage, which increased to \$11 per hour in 2018 and is scheduled to eventually reach \$15 per hour
- The restoration of health benefits to low-income Californians that were eliminated during the recession, including adult dental services
- The state's first Earned Income Tax Credit and its recently expanded coverage
- The increased CalWORKs grants and the repeal of the maximum family grant rule
- The increases in child care and early education provider rates and the number of children served

Governor Brown's Budget proposes to extend the California Competes tax credit program for another five years, with \$180 million in credits awarded annually.

### **Health and Human Services**

The Proposed Budget includes \$155.7 billion (\$37.4 billion General Fund and \$118.3 billion other funds) for health and human services programs.

Ongoing Implementation of Medi-Cal and Children's Health Insurance Program (CHIP) - Since 2011, the number of Californians receiving coverage through Medi-Cal and CHIP has increased from 8.5 million to nearly 13.5 million, including the expansion of full medical coverage to undocumented children. Additionally, 1.3 million people receive medical coverage through Covered California.

Tobacco Tax Increase (Proposition 56) - Approved in 2016, the California Healthcare, Research, and Prevention Tobacco Tax Act of 2016 (Proposition 56) raises the tax on cigarettes from \$0.87 to \$2.87 per pack and expands this tax to electronic cigarettes. Estimated revenues for FY2018/19 are \$1.3 billion. The Proposed Budget allocates \$649.9 million in FY2018/19, an increase of \$232.8 million, for supplemental payments and rate increases based on those approved in the 2017 budget package. Of the increased amount, about \$163 million is for physician payments and \$70 million is for dental payments.

Department of Health Care Services (DHCS) - After accounting for Proposition 56 funds, Medi-Cal General Fund spending is projected to increase 11% from \$19.5 billion at the 2017 Budget Act to \$21.6 billion in FY2018/19. Medi-Cal is projected to cover nearly 13.5 million Californians in FY2018/19. SB 28 (Chapter 244, Statutes of 2013) required DHCS to develop and implement a new budgeting methodology for Medi-Cal county administration base costs. Due to limited responses to the request for proposal, DHCS was unable to procure a qualified vendor. As an interim solution, the Budget proposes an increase of \$54.8 million (\$18.5 million General Fund) in FY2018/19 based on an adjustment to the existing funding level using the California Consumer Price Index. A similar increase will be used for two years as the county eligibility systems move to a single Statewide Automated Welfare System. DHCS will work with the County Welfare Directors Association to improve processing of eligibility determinations and annual redeterminations, correct beneficiary aid codes, and produce timely data and reports.

2011 Realignment Funding - Proposed FY2018/19 expenditures for 2011 realignment funding includes funding for mental health and support services.

Department of Social Services (DSS) - The Proposed Budget includes \$24.2 billion (\$8.6 billion General Fund) for DSS in FY2018/19.

The Governor's Budget proposes \$238.2 million (\$179.7 million General Fund) to continue implementation of Continuum of Care reforms for youth in the foster care program. Assumptions on caseload movement were revised to more accurately reflect the pace of implementation. In FY2018/19, county child welfare and probation departments will work to increase the availability of home-based family care and determine the local need for Short-Term Residential Therapeutic Programs as group home licenses expire and residential congregate care placements decline.



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CalWORKs Program - The CalWORKs program is California's version of the federal Temporary Assistance for Needy Families (TANF) program, which provides temporary cash assistance to low-income families with children to meet basic needs and welfare-to-work services so families may become self-sufficient. Counties have flexibility in program design, services, and funding to meet local needs.

Total TANF expenditures are \$7.4 billion (state, local, and federal funds) in FY2018/19, including \$5.1 billion for CalWORKs program expenditures and \$2.3 billion in other programs, such as for Cal Grants, Department of Education Child Care, Child Welfare Services, Foster Care, Department of Developmental Services programs, the Statewide Automated Welfare System, Work Incentive Nutritional Supplement, California Community Colleges Child Care and Education Services, and the Department of Child Support Services. The average monthly CalWORKs caseload is estimated to be 401,000 families in FY2018/19, an 11% decrease from the 2017 Budget Act projection.

The following adjustments are proposed:

- \$26.7 million for a voluntary Home Visiting pilot program, which will continue through 2021 for young, first-time parents in the CalWORKs program. Home visitors will help parents navigate and connect to resources in the CalWORKs program and other available services, and report case progress and outcomes to the county. DSS will work with counties to establish outcome measures so the initiative can be evaluated for effectiveness. \$158.5 million in one-time TANF funds is reserved for the pilot's costs through calendar year 2021.
- The Proposed Budget includes a one-time augmentation of \$187 million for the county single allocation until a revised budgeting methodology is adopted to address the cyclical nature of the caseload changes and impacts to county services. The Brown Administration will continue to work with county representatives and the County Welfare Directors Association to develop recommendations for revising the methodology by the May Revision.
- County savings related to federal health care reform are estimated to be \$657.1 million in FY2017/18 and \$530.5 million in FY2018/19. The Proposed Budget includes a one-time General Fund decrease of \$231.2 million in the CalWORKs program resulting from additional FY2015/16 County savings. The statewide indigent health savings were higher than previously estimated based on the preliminary reconciliation of FY2015/16, and the Proposed Budget assumes reimbursement of this amount from the counties in FY2018/19. The estimated savings will be updated in the May Revision based on audited data from the counties. These additional county savings are redirected to the CalWORKs program to offset General Fund costs.

In-Home Supportive Services (IHSS) - The Proposed Budget includes \$11.2 billion (\$3.6 billion General Fund) for the IHSS program in FY2018/19, a 7.7% increase in General Fund costs over the revised FY2017/18 level. Average monthly caseload is project to be 545,000 recipients in FY2018/19, a 5.4% increase from the 2017 Budget Act projection.

The following adjustments are proposed:

- IHSS Administration – The conclusion of a \$27.8 million General Fund increase in FY2018/19 for county IHSS administrative costs to reflect revised workload and budget assumptions.
- IHSS Provider Paid Sick Leave – The inclusion of \$29.9 million General Fund to implement eight paid sick leave hours for IHSS providers beginning on July 1, 2018.

Incompetent to Stand Trial Admissions - IST admission referrals from local courts are outpacing bed capacity in the state hospital system. The Proposed Budget includes \$117.3 million (\$114.8 million General Fund) to further develop the state-county partnership to address the growing number of IST commitments referred to the Department of State Hospitals. Nearly \$100 million General Fund will be available over three years for community alternatives to increase diversion of mentally ill offenders and decrease county IST referrals to state hospitals. The Administration's goal is to strengthen existing local mental health treatment efforts, develop or enhance robust diversion programs, and reduce IST referrals by up to 30%.

The program will prioritize contracts with the 15 counties that have the majority of IST referrals to develop and expand diversion programs to support up to 640 placements (Solano County is one of the 15 counties identified in the legislation). These funds will also be used for up to 60 additional community placements in other counties. The Proposed Budget includes \$2.5 million per year from Mental Health Services Act funds for the Mental Health Services and Accountability Commission to provide two years of consulting services to assist counties in developing Innovation Plans that incorporate ways to leverage and coordinate diversion programs to address IST populations.

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The Department of State Hospitals will also continue to work with counties to identify other opportunities for collaboration, efficiencies, and approaches in treating IST patients.

The following adjustments are proposed:

- \$16.1 million General Fund to allow the Department to contract for up to 159 beds through existing and new county jail treatment programs

Housing & Homelessness - The Budget continues the Administration's commitment to improving existing programs and maximizing its investment in housing. To implement the significant changes included in the 2017 statewide housing legislative package, the Budget allocates \$3 million General Fund to the Department of Housing and Community Development in addition to resources from an estimated \$258 million in real estate transaction fee revenue for housing programs and proceeds from the housing bond that will be available upon voter approval in the November 2018 election.

The Veterans and Affordable Housing Bond Act of 2018 proposes a \$4 billion bond on the November 2018 ballot. The first \$3 billion of the bond will support various existing housing programs, including affordable multifamily housing, farmworker, transit-oriented development, infill infrastructure, and homeownership programs, as well as matching grants for Local Housing Trust Funds. These funds are anticipated to be awarded over five years. The remaining \$1 billion will be available to support home ownership for veterans, with down payment assistance, reduced fees and closing costs, and competitive interest rates.

The Budget includes \$277 million local assistance for the Multifamily Housing Program, assuming passage of the Veterans and Affordable Housing Bond Act of 2018. The Multifamily Housing Program assists with new construction, rehabilitation, and preservation of permanent and transitional rental housing for lower-income households.

### **Public Safety**

The FY2018/19 State Budget proposes total funding of \$12 billion (\$11.7 billion general fund and \$313 million in other funds) for the Department of Corrections and Rehabilitation. The budget estimates that there will be a 2.1% increase in the adult inmate population and a decrease in the adult parolee population of 0.6% compared to 2017 budget projections.

\$16 million general fund for the Statewide Prison to Employment Initiative which will provide services for regional and local planning and implementation to integrate reentry and workforce services to the formerly incarcerated. This initiative is designed to accelerate the alignment of correctional education, training, and increased workforce system collaboration.

\$3.8 million general fund is included to establish two housing units to support a Young Adult Offender Pilot Program that would divert a limited number of young adult offenders who have committed specified crimes from adult prison to a juvenile facility.

The Budget includes \$106.4 million to continue the Community Corrections Performance Incentive Grant program

The Budget includes \$29 million general fund for county probation departments to supervise the temporary increase in the population of offenders on Post-Release Community Supervision as a result of the implementation of Proposition 57.

The Department of Finance estimates net savings of \$64.4 million for Proposition 47 when comparing FY2017/18 budget to 2013-2014. Ongoing savings are estimated to be approximately \$69 million. These funds will be allocated according to the formula outlined in the initiative.

The Administration is working with the State Attorney General's office on a funding proposal to be released in the Spring to implement SB 384 which replaces the existing lifetime sex offender registration system with a tiered registration system beginning on January 1, 2021.

Cannabis Regulation - The Brown Administration is deferring all cannabis-related budget proposals until the May 2018 Budget Proposal Revision.

### **General Local Government**

The Budget includes \$23.7 million General Fund to backfill the property tax revenue losses that cities, counties, and special districts will incur in FY2017/18 and FY2018/19 due to the October 2017 wildfires in Northern California. This funding estimate will be adjusted as part of the May Revision as more information becomes available from county assessors. This adjustment will also include backfills for the property tax revenue losses incurred by cities, counties, and special districts in FY2017/18 and FY2018/19

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due to the Southern California wildfires that started in December 2017. Reliable estimates of the property tax impact of those fires were not available when the Budget was finalized.

The wildfire-related property tax revenue losses incurred by K-14 schools are generally automatically backfilled under the Proposition 98 school funding mechanism. The Budget estimates K-14 schools will incur \$24.5 million in cumulative property tax revenue losses in FY2017/18 and FY2018/19 due to the Northern California wildfires.

The winding down of the state's former redevelopment agencies continues to be a priority for the Administration. The Budget notes that the elimination of redevelopment agencies "has allowed local governments to protect core public services by returning property tax money to cities, counties, special districts, and K-14 schools."

From FY2011/12 through FY2016/17, approximately \$2.1 billion was returned to cities, \$2.6 billion to counties, and \$781 million to special districts. The Budget anticipates that cities will receive an additional \$926 million in general purpose revenues in FY2017/18 and FY2018/19 combined, with counties receiving \$990 million and special districts \$282 million.

The Budget anticipates that average annual property tax revenues of more than \$1.2 billion will be distributed to cities, counties, and special districts through FY2021/22. The Budget states that this is "a significant amount of unrestricted funding that can be used by local governments to fund police, fire, housing, and other public services."

The Administration sponsored Chapter 785, Statutes of 2014 (SB 628), which restored the ability of cities and counties to use tax increment financing for local development initiatives. The bill allows cities and counties to create Enhanced Infrastructure Financing Districts. Unlike the redevelopment agencies, Districts can only leverage property tax revenues from cities, counties, and special districts that agree to participate and cannot leverage property tax revenues from K-14 schools.

The Budget reflects the first \$1.3 billion in natural resources and housing infrastructure spending from the bonds passed by the Legislature last year (SB 5), assuming passage by the voters in 2018.

### **Cap and Trade**

The Governor's FY2018/19 Proposed Budget acknowledges that the market for Cap and Trade auction allowances has rebounded since the passage of AB 398 (Garcia) [Chapter 135, Statutes of 2018].

The Proposed Budget notes that there will be \$1.25 billion in Cap and Trade auction proceeds available for appropriation in FY2018/19, but does not offer a specific Cap and Trade Expenditure Plan as in past years.

### **Water**

The Governor's FY2018/19 Proposed Budget includes the following adjustments to the Sustainable Groundwater Management Act (SGMA):

- \$61.8 million from SB 5 funds for DWR to support SGMA implementation by:
  - Providing technical assistance to aid in the development and evaluation of plans.
  - Supplementing existing planning grants to support a groundwater sustainability agency's responsibility to define a path to achieve sustainable groundwater management.
  - Providing grants directly supporting the implementation of groundwater projects.
- \$84 million from SB 5 funds for the State Water Board to support regional groundwater treatment and remediation activities that prevent or reduce contamination of groundwater that serves as a source of drinking water, including \$10 million for technical assistance for drought and groundwater investments.

The Proposed Budget also includes \$98.5 million from SB 5 funds for multi-benefit flood control projects that achieve public safety and fish and wildlife improvements, as well as funding for a new Floodplain Management, Protection, and Risk Awareness Program to protect California's alluvial fan, coastal, and riverine floodplains. This funding seeks to support an integrated system-wide approach to flood management and implementation of the Central Valley Flood Protection Plan.

The Proposed Budget establishes a new special fund for the State Water Board to assist communities, particularly disadvantaged communities, in paying off the short-term and long-term costs of obtaining access to safe and affordable drinking water.

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The Governor's Budget proposes \$4.7 million in FY2018/19 for the State Water Board and the Department of Food and Agriculture to take steps toward implementation of this new program, including:

- Developing and implementing fee collection systems.
- Conducting an assessment to estimate the level of funding needed to assist water systems to ensure the delivery of safe and affordable drinking water.
- Developing and making available a map of high-risk aquifers used as drinking water sources.

### **Transportation**

The FY2018/19 Governor's Budget represents the first full year of new revenues from Senate Bill 1 (Beall and Frazier). According to the Governor's Budget Summary, over the next decade, the \$55 billion transportation package will provide \$15 billion for state highway repairs and maintenance, \$4 billion in state bridge repairs, \$3.3 billion for state trade corridors, and \$2.5 billion for the state's most congested commute corridors.

Local roads will receive more than \$15 billion in new funding for maintenance and repairs and \$2 billion in matching funds for local partnership projects. Transit and intercity rail will receive \$7.6 billion in additional funding, and local governments will have access to \$1 billion for active transportation projects.

### **ECONOMIC RISKS**

#### Nationally

Based on *The Budget and Economic Outlook: 2018 to 2028* published by the Congressional Budget Office in April of 2018, the federal governments recently enacted 2017 Tax Cuts and Jobs Act, Bipartisan Budget Act of 2018 and the Consolidated Appropriations Act, 2018 have direct impacts on the economy in the short and long term. In the short term, these legislations provide fiscal stimulus to individuals and businesses, continue to raise the Gross Domestic Product (GDP), and increase domestic output. In the long term, it is speculated that the budget deficit will continue to rise triggering higher interest rates, a rise in consumer prices, slower growth in federal outlays, and dampened economic growth and possible recession starting in 2020. US output continues to grow at a faster pace than in previous years adding to existing momentum in spending on goods and services. This growth, tracked as the GDP, continues to push the unemployment rate down to historic lows. Economic growth is projected to begin to move from relatively strong in 2018 and 2019 to moderate in 2020 and beyond. A surging federal budget deficit is expected to result in 1 to 2 more interest rate hikes in 2018. Currently, the U.S. economy is in its second longest period of economic expansion in history as businesses and individuals take advantage of current opportunities. For the global economy, the majority of world markets have moved out of recession and are either in a recovery (South America and Europe) or expansion (US and India) mode with China and the United Kingdom in a slowdown cycle.

#### **Federal Tax Reform Bill-Now Law**

In December 2017, Congress approved a major tax reform package (HR 1-Tax Cuts and Jobs Act) that represents the first major overhaul of the U.S. tax code in over three decades. This legislation was signed by President Trump on December 22, 2017. Among other things, this law will preserve the seven-rate structure for individuals, while modifying the marginal tax rates. In addition, HR 1 (now public law 115-97) nearly doubles the standard deduction and expands the Child Tax Credit. However, the measure also eliminates the personal exemption, which is currently valued at \$4,050 per person. Furthermore, in an effort to simplify the code and increase revenues, the legislation eliminates or caps a number of tax deductions and credits. With regard to businesses, the corporate tax rate is reduced from 35 percent to 21 percent, beginning in 2018. It should be noted that many of the individual tax provisions, including those for small businesses, will expire at the end of 2025, while many of the corporate tax components are made permanent. The law allows taxpayers to deduct property taxes *and* income or sales taxes up to a combined cap of \$10,000; fully preserves the tax-exempt status of municipal bonds but eliminates advance refunding bonds. Finally, the law repeals the penalties used to enforce the *Affordable Care Act's* (ACA) individual mandate. This tax reform package may impact the long term discretionary spending of California residents due to changes in the federal deductions allowed for personal federal tax returns effective 2018.

#### California

In the May Revision of the FY2018/19 California State Budget, Governor Jerry Brown proposes a \$138 billion budget which includes increased revenues of \$8 billion when compared to the January Budget, predominantly from unprecedented increases in capital

gains. Strong gains in revenues from state income taxes are tied to rises in capital gains tax as a result of the rising Stock Market. This represents potential volatility to the state's income tax revenue should the Stock Market reverse trend and head downwards. This volatile revenue source is expected to remain historically high through 2022. The Governor continues to channel these additional revenues into the Rainy-Day Fund and a commitment to one-time spending in an effort to prepare for future recessions. This one-time General Fund spending will be primarily focused on funding for Infrastructure (\$2 billion), Homelessness (\$359 million) and Mental Health (\$312 million) coupled with the overarching goals of paying down debts and liabilities, strengthening infrastructure, combating climate change, counteracting the effects of poverty and more money for schools. (Source: Governor Brown's May Revise). The state's unemployment rate of 4.3% is at a record low driven by stronger than expected job growth and slower population growth. The combination of a booming economy and insufficient home and apartment construction has escalated home and rent prices which has contributed to rising homelessness. The current federal administration's efforts to upend longstanding trade arrangements could threaten the state's economy, home of the United States' largest port complex in southern California.

Staff will continue to monitor state and federal budget developments and consider them in light of managing the County's budget.

### **FY2018/19 GENERAL FUND RECOMMENDED BUDGET**

The County's FY2018/19 Recommended Budget for the General Fund of \$268.9 million is balanced with revenues of \$240.6 million, drawdowns from committed fund balances of \$1.5 million for Capital Renewal Reserve and use of Fund Balance (\$26.9 million).

The Recommended Budget for General Fund reflects revenues of \$240.6 million an increase of \$14.4 million excluding reserves when compared to the FY2017/18 Adopted Budget of \$226.2 million. The increase in revenues is attributed to an anticipated net increase in Tax Revenues, including taxes driven by the assessed roll changes, and local sales and use taxes and other tax revenue totaling \$9 million primarily due to improved property values and an increase of \$5.4 million primarily for charges for services for administration overhead and various permits and services.

The Recommended Budget for General Fund reflects appropriations of \$248.1 million an increase of \$11.4 million excluding transfers to reserves and contingencies when compared to the FY2017/18 Adopted budget of \$236.7 million. The increases in appropriations is attributed to increases in General Fund departments of \$3.9 million in labor costs and \$1.1 million in services, supplies, other charges and fixed assets, and net increases in General Fund contributions to other funds of \$6.4 million primarily due increasing costs in Public Safety and Health and Social Services when compared to the FY2017/18 Adopted Budget.

The Recommended Budget for General Fund including reserves which totals \$268.9 million, reflects decreased General Fund appropriations when compared to the FY2017/18 Adopted Budget of \$273.4 million. The net decrease of \$4.4 million is primarily due to reduced transfers to reserves and contingencies in FY2018/19, including the one-time transfer of \$10 million from the General Fund – General Reserves to a new Reserve for the Property Tax System Replacement project in FY2017/18. These decreases are partially offset by increases in appropriations in General Fund departments, primarily reflecting increased labor costs and increased General Fund contributions to both Public Safety and Health and Social Services when compared to FY2017/18 Adopted Budget.

### **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 in the table that follows reflect the FY2017/18 Midyear projections for comparison only. Using the FY2018/19 Recommended Budget as the starting point, revenues and expenditures are forecast through FY2020/21. While projections beyond 2021 are possible, it is more difficult to provide a meaningful longer forecast in light of the changing economic dynamics and an uncertain Federal Budget.

Solano County  
General Fund - Fiscal Projection  
FY2018/19 Recommended Budget  
(in million of dollars)

		Midyear Projection For 6/30/18	Recommended Budget FY2018/19	Projected Budget FY2019/20	Projected Budget FY2020/21
a	<b>General Fund, Beginning Balance</b>	\$ 28.40	\$ 26.88	\$ 12.00	\$ 11.39
	TO Reserves:				
	General Reserves				
	Unfunded Employee Leave Payoff	(0.492)	(1.000)		
	Capital Renewal Reserve	(5.874)	(3.000)		
	Employer CalPERS Rate Increases	(5.629)	(4.808)		
	Property Tax System Replacement	(10.000)			
b	<b>Subtotal - TO Reserves</b>	(21.995)	(8.808)	0.000	0.000
	FROM Reserves:				
	General Reserves	10.000			
	Unfunded Employee Leave Payoff	1.000		0.800	0.800
	Capital Renewal Reserve	7.768	1.465	2.000	2.000
	Employer CalPERS Rate Increases			4.000	4.000
	Encumbrances	0.732			
c	<b>Subtotal - FROM Reserves</b>	19.500	1.465	6.800	6.800
d	<b>Net Increase (Decrease) in Funding Sources: (b+c)</b>	(2.495)	(7.343)	6.800	6.800
e	<b>TOTAL AVAILABLE FINANCING (a+d)</b>	25.905	19.538	18.802	18.190
f	Operating Expenditures (excluding Contingencies/transfers to Reserves)	234.612	248.132	252.133	261.293
g	Contingencies	0.000	12.000	9.000	9.000
h	<b>Total Operating Expenditures</b>	234.612	260.132	261.133	270.293
i	Operating Revenues (excluding transfers from Reserves)	232.118	240.596	244.721	252.779
j	Operating Expenditures (excluding Contingencies/transfers to Reserves)	234.612	248.132	252.133	261.293
k	<b>Net operating Revenues over (under) Expenditures [known as Operational Deficit] (i-j)</b>	\$ (2.494)	\$ (7.536)	\$ (7.412)	\$ (8.514)

\* General Fund, Beginning Balance in FY2018/19 includes estimated additional savings from County Departments and the anticipated one-time release of funds impounded from property tax as projected at Midyear. FY2019/20 and FY2020/21 are anticipated to be higher than shown in chart above based on historical trends in savings realized in departments. Contributions to Reserves are not included in FY2019/20 and beyond.

#### Revenue Assumptions - From General Revenue Projections:

The County's General Fund Budget is financed with General Revenues (refer to BU 1101), the use of certain one-time revenues, Fund Balance, and General Reserves, if necessary. The FY2018/19 Recommended Budget includes the use of General Fund – Committed Fund Balances of \$1.5 million from Capital Renewal.

The significant Revenue Assumptions from the General Revenues budget include:

- An estimated 4% increase in assessed values from the FY2017/18 corrected assessment roll, the following increases are projected: \$5.3 million in Current Secured Property Taxes, \$2.8 million Taxes in Lieu revenues, \$0.7 million in ABX1 26 Pass Through and \$0.2 million increase in ABX1 26 Residual Revenue. It is anticipated assessed values will increase 4% in FY2019/20 and FY2020/21 as Solano County continues to recover from the Great Recession and subsequent local housing market collapse.

- Current Unsecured Property Taxes projected to remain flat in FY2018/19 and increase by 1% per year in FY2019/20 and FY2020/21 as there are a number of appeals from large businesses that may impact these projected revenues.

In addition to General Revenues, the County Budget is financed by Proposition 172 revenues for Public Safety and 1991/2011 Realignment funds (State sales tax and vehicle license fees) for Health and Social Services (H&SS), State and federal funding, and Fees for Services. While these revenues do not flow directly into the General Fund, they indirectly impact the General Fund.

- The Recommended Budget reflects \$37.5 million in Proposition 172 funding, an increase of \$1.4 million. As Proposition 172 funds increase for the County, then the General Fund contribution to the Public Safety Fund Departments may be reduced correspondingly.
- The Recommended Budget reflects \$55.3 million drawdown in 1991 State – Local Realignment revenues, a decrease of \$3.3 million; and \$38.2 million in 2011 Realignment funds, an increase of \$9.4 million. 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. If federal and State revenues are lower than anticipated, then the demand for General Fund increases.

**Expenditure Assumptions:**

- As previously discussed, retirement costs are projected to continue to increase through FY2020/21 based on approved CalPERS actuarial assumptions for the proposed rates by CalPERS. Included is a rate of 22.939% for Miscellaneous and 30.258% for Safety in FY2018/19.
- Health insurance costs are projected to increase 6% per year based on past rate history.
- The County General Fund Contribution through FY2018/19 are listed below:
  - General Fund support for Public Safety is projected to increase from \$110.9 million to \$119.9 million; a \$9 million net increase. This increase takes into consideration salary and benefit increases, increases in central data processing charges, insurance, and countywide administrative overhead costs, combined with a reduction in other revenue sources such as institutional care and contracted services.
  - General Fund support for H&SS and IHSS Public Authority is projected to increase from \$26.5 million to \$28.7 million; a \$2.2 million increase. This primarily represents increases in Social Services in CalFresh, Public Guardian, and IHSS administration, IHSS services, Foster Care Assistance, and the FY2018/19 CMSP Participation Fee.
- The FY2018/19 Recommended Budget includes a Contingency appropriation of \$12 million.

**General Fund Deficit Reduction Strategies for FY2018/19 if Revenue Shortfall:**

The Department Heads and the CAO will continue to utilize the Board adopted Budget Strategies to guide the departments in their continuing efforts to contain costs and where possible reduce further and serve as guidelines if revenues do not materialize as anticipated.

**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:** *Seek employee concessions, in addition to the current MOUs and agreements in place or in progress*

**Strategy 4:** *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, the departmental budgets reflect only the known and approved State and federal programs changes as of April 2018, which will take effect July 1, 2018.

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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 and ultimately approved legislation including budget Trailer Bills.

#### Health and Social Services

AB 130 and SB 90 created a new County IHSS MOE effective July 1, 2017, resulting in the redirection of Mental Health and Public Health 1991 Realignment growth funding (funding above an annual base allocation) to Social Services to offset a portion of the increase in the County's maintenance of effort (MOE) for IHSS. Mental Health and Public Health will not receive funding above their base allocations through FY2018/19, and only half of their growth funding for two additional years through FY2020/21. In addition to funding levels remaining flat for multiple years, it is possible that in recessionary years 1991 Realignment base allocations may be reduced. Beyond the impacts of the redirection of 1991 Realignment funding, it is also possible that up to 10% of Public Health's base allocation may be redirected to County Social Services to help the County pay for the significantly increased IHSS MOE. While the potential 10% redirection will not occur in FY2018/19, it will have a revenue impact on Public Health in any year where it occurs. Both Public Health and Mental Health anticipate the need to revise future services levels to align with available funding with Mental Health potentially requiring additional County General Fund.

Affordable Care Act: The status of the Affordable Care Act (ACA) under the federal administration remains unresolved. Through ACA, counties' costs of serving the indigent population decreased as many formerly uninsured individuals obtained health coverage through the Medicaid expansion implemented under the ACA. In June 2013, the State signed into law AB 85 (See glossary for definition) which provided a mechanism for the State to redirect counties' 1991 Public Health Realignment funding previously dedicated to pay for indigent healthcare costs to fund social services programs (CalWORKs grant increases). For Solano County, the amount redirected each year is \$6.9 million. In the meantime, counties remain responsible for providing healthcare to the indigent population under W&I Code section 17000. A repeal of the Medicaid expansion under ACA would significantly increase counties' indigent healthcare costs, leaving counties with no dedicated funding stream. Public Health programs could also be affected if the ACA Prevention and Public Health Fund is either cut or redirected, as these dollars are used to fund numerous programs at the Centers for Disease Control and Prevention, including funds directed to the State and local levels for immunizations, Tuberculosis control and other Communicable Disease programs.

AB 403 Continuum of Care Reform (CCR): CCR was initiated in FY2017/18 and added intensive services to all youth who would benefit from a particular intensive service array (a service type that was previously provided to Child Welfare Services (CWS) youth), intensive mental health care to youth who would formerly have been in group homes, and the ability for foster parents to bill Medi-Cal for services they deliver to their foster youth. Mental Health is working closely with Social Services, CWS in monitoring the transfer of youth into the County; if numbers transferring into the County increase, the division may need to adjust service delivery and available contracted services based upon those trends. It is likely that due to more affordable housing and foster care placements in Solano County as compared to neighboring counties that there could be a net increase in youth with high service needs.

In-Home Supportive Services: The FY2018/19 Recommended Budget reflects a projected increase of \$1.4 million in appropriations in Solano County's IHSS MOE for all components (services, IHSS (ODAS) administration, and IHSS Public Authority administration). The increase is primarily due to the negotiated \$0.50 wage supplement effective May 1, 2018 and the 5% inflation increase in FY2018/19 as required by statute. The Recommended Budget does not include any adjustment of the FY2017/18 IHSS MOE as the State is not expected to finalize its annual reconciliation until September 2018. The reconciliation will establish the final FY2017/18 County IHSS MOE base amount and could result in either a decrease or no change in the base amount for both FY2017/18 and FY2018/19. If the County's FY2017/18 IHSS MOE costs are reduced and the County has received redirected revenues in excess of its costs, the County will be required to remit the excess redirected funds back to the State with the exception of redirected CMSP funds which can be rolled over to subsequent years.

2011 Public Safety Realignment/AB 109 Funding: The Recommended Budget reflects the County's share of the estimated total AB 109 base and growth funding allocations statewide. The budget recommended by the Solano Community Corrections Partnership (CCP) includes the continued use of one-time carry forward funding from prior years' unspent allocations to fund these programs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. AB 109 Growth funding, which is based on statewide revenue estimates is subject to change pending the final state revenue figures. County staff is continuing to monitor the State allocation of AB 109 funds as departments address the mandated changes resulting



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from the implementation of 2011 Public Safety Realignment. While one-time carry forward funds will provide necessary funding for FY2018/19, the continued use of unspent carry forward to balance the budget in future years is unsustainable. To maintain the existing level of AB 109 programs and services in future years, the Community Corrections Partnership will need to increase revenue or decrease appropriations. Departments are currently working to evaluate existing programs and services.

Property Tax Appeals/Prop 8 Values: As of May 9, 2018, there are 320 active property tax appeals on file with the Clerk of the Board representing \$6.8 billion (cumulative over 8 years) in assessed value “at risk”. The final resolution of these appeals may have a significant impact on the County’s property tax revenues in the future. Efforts continue by the Assessor, with assistance from County Counsel, to address and resolve appeals and reduce the number and value of outstanding appeals to address the uncertainty.

The recovering residential real estate market results in a decrease in the number of properties on Proposition 8 status - a temporary reduction in property values below their established Proposition 13 base year value. According to the Solano County Assessor-Recorder’s Office, as of June 30, 2017, 14,400 parcels remain on Proposition 8 status, compared to 78,000 parcels in 2012. The county continues to have some residential neighborhoods that have not fully recovered their peak values from 2007.

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 April 24, 2017 which shows an estimated \$80 million in improvements over the next 5 years and \$12 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 shrinks in the near term, other options and further consideration regarding adequate sustaining maintenance on Roads and Bridges will be necessary. (Refer to Public Ways budget)

Transportation Funding SB-1-2017: Transportation funding Gas Tax provides new revenue for expenditure for road maintenance and safety projects, among other eligible expenses. The first phase of the new tax began in 2017, with other portions of the tax phasing in during FY2018/19 and FY2019/20. The Department’s Capital Improvement Plan is tiered to include projects based on anticipated SB 1 revenue. A coalition opposing SB 1 is proposing a ballot measure aimed at the November 2018 statewide election to repeal the new gas tax. If it qualifies for the ballot and the repeal is successful, significant reduction in SB 1 revenue will occur for the remainder of FY2018/19 and subsequent fiscal years, decreasing the funding availability for the Department to complete non-federal projects.

Liability - Pending Litigation: The County’s Risk Management 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. In FY2017/18 the County Liability Insurance Program utilized a significant portion of the Risk Management Liability Reserve due to unforeseen litigation and settlements which were not covered by existing insurance or Fund Balance. To address budget shortfalls the General Fund contributed \$1.2 Million from General Fund Contingency as approved by the Board of Supervisors on April 10, 2018. The FY2018/19 Recommended Budget reflects the utilization of existing fund balance in the Liability Division and includes a transfer from the General Fund of \$1 million related to one-time unanticipated litigation exposures. County staff continue to monitor potential exposure from pending litigation and will update the Board throughout the upcoming fiscal year.

Non-Profit– Throughout FY2017/18 the County continued efforts to work with the Non-Profit Community. In 2017, First 5 Solano received a grant award of \$40,000 from the Zellerbach Family Foundation which allowed 25 non-profits to participate in an intensive capacity building program through UC Berkeley Extension. First 5 Solano Commission and staff also commissioned a non-profit capacity assessment for 103 non-profits which are funded by First 5 Solano or Solano County Health and Social Services to identify capacity building needs. The results of this study will be shared with the First 5 Commission and the Board of Supervisors later this spring. However, as we head into FY2018/19 Solano County non-profits continue to struggle with a select few closing and others indicating concern over future sustainability. According to the 2016 Applied Survey Research study funded by First 5, Foundation Giving (entities that fund organizations, institutions, or individuals for a range of charitable purposes) in Solano County lags considerably behind that of other Bay Area counties at \$3 per capita. First 5 Solano and Health & Social Services are working to assist with non-profit capacity, building off the needs identified in the recent assessment study. The Board will be asked to consider supporting an overall Human Services Assessment to identify the greatest service needs in the County, the availability

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of existing services to meet the needs, and options to address the remaining gap in services, given the limited resources for FY2018/19.

**SUMMARY OF RECOMMENDATIONS**

For Board consideration are recommended increases to committed fund balances as depicted in Schedule 4. In addition to these recommendations of \$1 million to Unfunded Employee Leave Payoff, \$3 million to Capital Renewal, and \$4.8 million to the Employer PERS Rate Increase, if the FY2017/18 Midyear projection for fund balance is not met the County Administrator will authorize the Auditor-Controller to reduce these recommendations accordingly. However, if the amount of the General Fund's Year-end Fund Balance at June 30, 2018 exceeds the Midyear projections for FY2017/18, then the County Administrator is authorized to direct the Auditor-Controller to increase unrestricted Fund Balance to finance the gap between revenues and expenditures for FY2018/19 of any amount and to transfer year end General Fund Balances to all or some of the following committed Fund Balances and reserves in the following manner:

1. Any amount up to \$5 million to Deferred Maintenance/Capital Renewal Reserves
2. Any amount up to \$5 million to the CalPERS Reserves and/or 115 Trust
3. Any amount up to \$4 million to General Fund Reserves
4. Partially or wholly payoff the outstanding principal balance of the General Fund loan for Pension Obligation Bonds

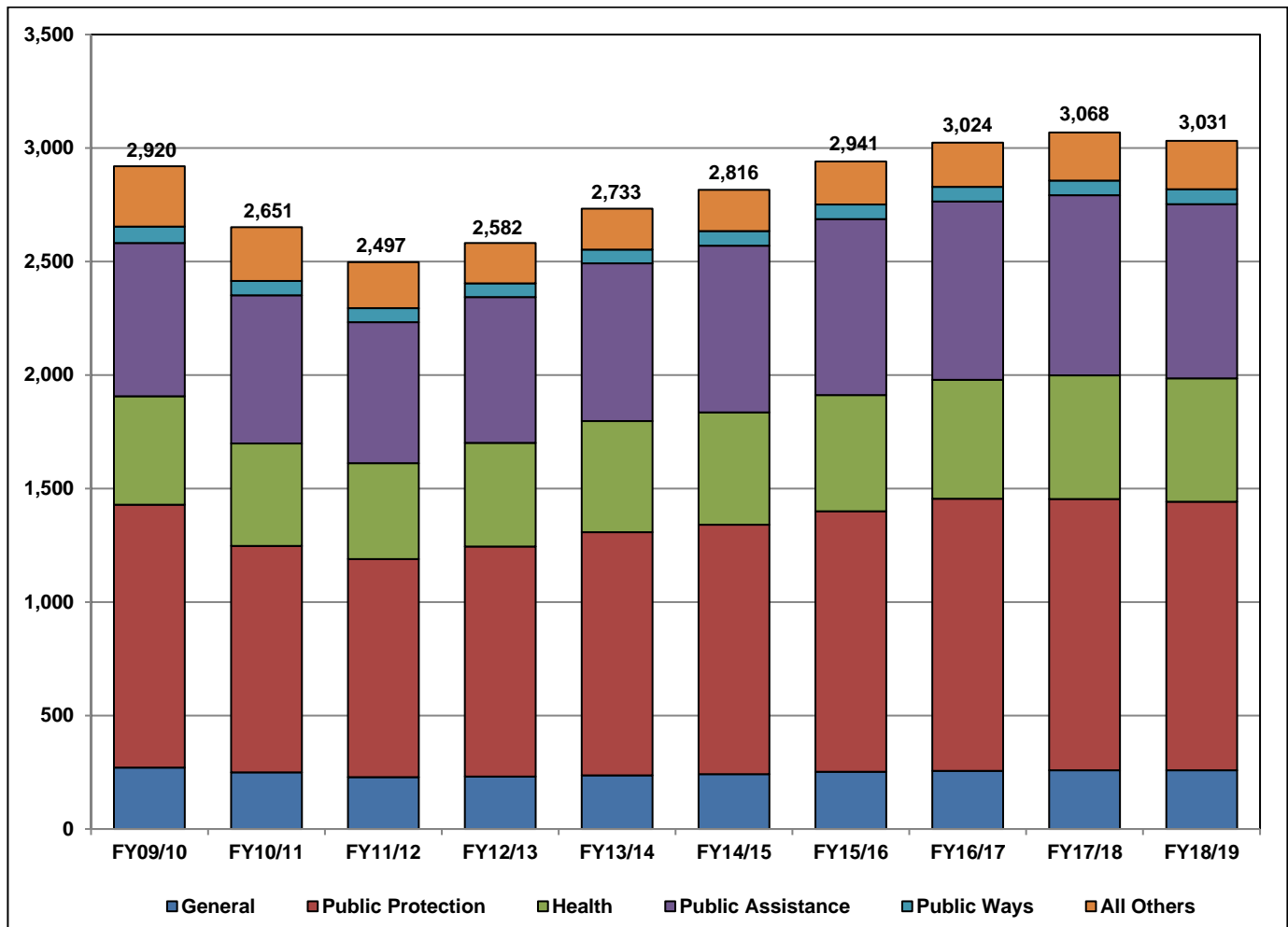
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**Permanent Position Summary**  
**Birgitta E. Corsello, County Administrator**

**PERMANENT POSITION ALLOCATION**

The FY2018/19 Recommended Budget reflects a total of 3,030.75 allocated positions, a decrease of 37.6 positions when compared to the FY2017/18 Adopted Budget, of which 40.8 FTE were deleted during FY2017/18. The net difference of 3.2 FTE results from the addition of 22.7 FTE included in the FY2018/19 Recommended Budget, and offset by the deletion of 15.0 vacant positions and 4.5 FTE expiring limited-terms. These changes over the past fiscal year, and the recommended changes, primarily reflect the County's continued efforts to align allocated positions with evolving operational requirements in public safety and the delivery of health and social service programs.

**Permanent Position Allocation by Functional Area: FY2009/10 to FY2018/19**



Function	Staffing Changes During FY2017/18	Additional Staffing Changes for FY2018/19	Total Change From FY2017/18 to FY2018/19
General Government	0.00	0.00	0.00
Public Protection	(10.00)	(1.50)	(11.50)
Health Services	(5.80)	4.20	(1.60)
Public Assistance	(25.00)	(1.50)	(26.50)
Public Ways	1.00	1.00	2.00
All Others	(1.00)	1.00	0.00
<b>ALL FUNCTIONS</b>	<b>(40.80)</b>	<b>3.20</b>	<b>(37.60)</b>

## Permanent Position Summary

### Birgitta E. Corsello, County Administrator

Historically, 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 3,113.80 allocated positions and declined to a low of 2,497.30 positions in the beginning of FY2011/12 as the County grappled with the financial effects of the Great Recession and the collapse of the local housing market and related revenue streams. The Board offered three rounds of early retirement incentives that resulted in 149 positions being eliminated, and 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, resulting in a reduced level of services provided to the public and the organization.

The chart below reflects areas of government where workforce changes have occurred since FY2008/09. Public Protection, which includes the District Attorney, Child Support Services, Public Defender, Probation, Recorder and Resource Management, is still below its FY2008/09 position allocations. Staffing has been added over the last five years; however, most of the increased staffing is due to new or expanded requirements of the County due to public safety realignment, contracted or grant funded services, and the additional staffing necessary for the opening of the new Stanton Correctional Facility.

Public Assistance is the main area in Health and Social Services reflecting growth as the demand for assistance has continued to increase since FY2008/09 due to new responsibilities under the Affordable Care Act (ACA) and more stringent requirements for performance based outcomes and quality improvement. Health Services has expanded primarily due to the expansion of Medi-Cal under the ACA and the resulting increase in demand for Primary Care Health Services under the Federally Qualified Health Care (FQHC) model.

The General Government area has not experienced as much of a decline in staffing as other areas and many of the departments, including the Tax Collector/County Clerk, Treasurer and Assessor, have automated processes to streamline the delivery of services. In the All Others area, Public Works and the County Library have dedicated revenue streams that declined during the Great Recession.

#### WORKFORCE CHANGES SINCE FY2008/09

	FY2008/09 Adopted	FY2018/19 Recm'd	Change from FY08/09 to FY18/19		FY2008/09 Adopted	FY2018/19 Recm'd	Change from FY08/09 to FY18/19
<b>PUBLIC PROTECTION</b>	<b>1,241.50</b>	<b>1,183.50</b>	<b>(58.00)</b>	<b>GENERAL GOVERNMENT</b>	<b>288.00</b>	<b>258.75</b>	<b>(29.25)</b>
District Attorney & OFVP	145.50	135.00	(10.50)	Board of Supervisors	10.00	14.75	4.75
Child Support Services	120.00	95.00	(25.00)	County Administrator	18.00	16.00	(2.00)
Public Defender	68.00	66.50	(1.50)	Employment Dev. & Training	1.00	3.00	2.00
Public Defender - Alternate	21.00	20.50	(0.50)	General Services	106.00	88.00	(18.00)
Sheriff	513.00	533.00	20.00	Assessor	45.00	38.00	(7.00)
Probation	255.00	219.50	(35.50)	Auditor/Controller	35.00	34.00	(1.00)
Agricultural Commissioner	23.00	23.00	0.00	Tax Collector/County Clerk	14.00	11.00	(3.00)
Animal Care Services	16.00	27.00	11.00	Treasurer	4.00	3.00	(1.00)
Recorder	19.00	14.00	(5.00)	County Counsel	21.00	20.00	(1.00)
Resource Management	61.00	50.00	(11.00)	Delta Water Activities	0.00	1.00	1.00
<b>PUBLIC ASSISTANCE</b>	<b>726.50</b>	<b>767.75</b>	<b>41.25</b>	Human Resources	19.00	20.00	1.00
First 5 Solano Children & Families	8.00	7.00	(1.00)	Registrar of Voters	12.00	9.00	(3.00)
Veterans Services	6.00	6.00	0.00	Real Estate Services	3.00	1.00	(2.00)
H&SS Administration	88.00	95.00	7.00	<b>ALL OTHERS</b>	<b>352.73</b>	<b>278.25</b>	<b>(74.48)</b>
Social Services	624.50	659.75	35.25	Public Works	75.50	66.00	(9.50)
<b>HEALTH SERVICES</b>	<b>505.08</b>	<b>542.50</b>	<b>37.42</b>	Library	141.48	120.55	(20.93)
In-Home Supportive Services	6.00	5.00	(1.00)	Cooperative Education	3.25	0.00	(3.25)
Behavioral Health	255.28	206.00	(49.28)	Parks and Recreation	9.00	7.00	(2.00)
Health Services	243.80	331.50	87.70	Risk Management	16.00	7.70	(8.30)
				Dept. of IT	56.00	64.00	8.00
				Reprographics	4.50	0.00	(4.50)
				Fouts Springs Youth Facility	30.00	0.00	(30.00)
				Fleet Management	12.00	10.00	(2.00)
				Airport	5.00	3.00	(2.00)

## Permanent Position Summary

### Birgitta E. Corsello, County Administrator

As the County was struggling to stabilize from the economic downturn, the state, with its own financial challenges, took actions to realign a variety of public safety and health programs to the counties. The most significant change in FY2011/12 was the 2011 Public Safety Realignment legislation (AB 109) and the State Budget Act of 2011 (AB 118), which realigned to local government specific prisoner populations and the majority of human services programs, and included funding from the state to local government to hire staff to address increased responsibilities in impacted departments. Sheriff, Probation, District Attorney, Public Defender and Health and Social Services all required additional staff in FY2011/12.

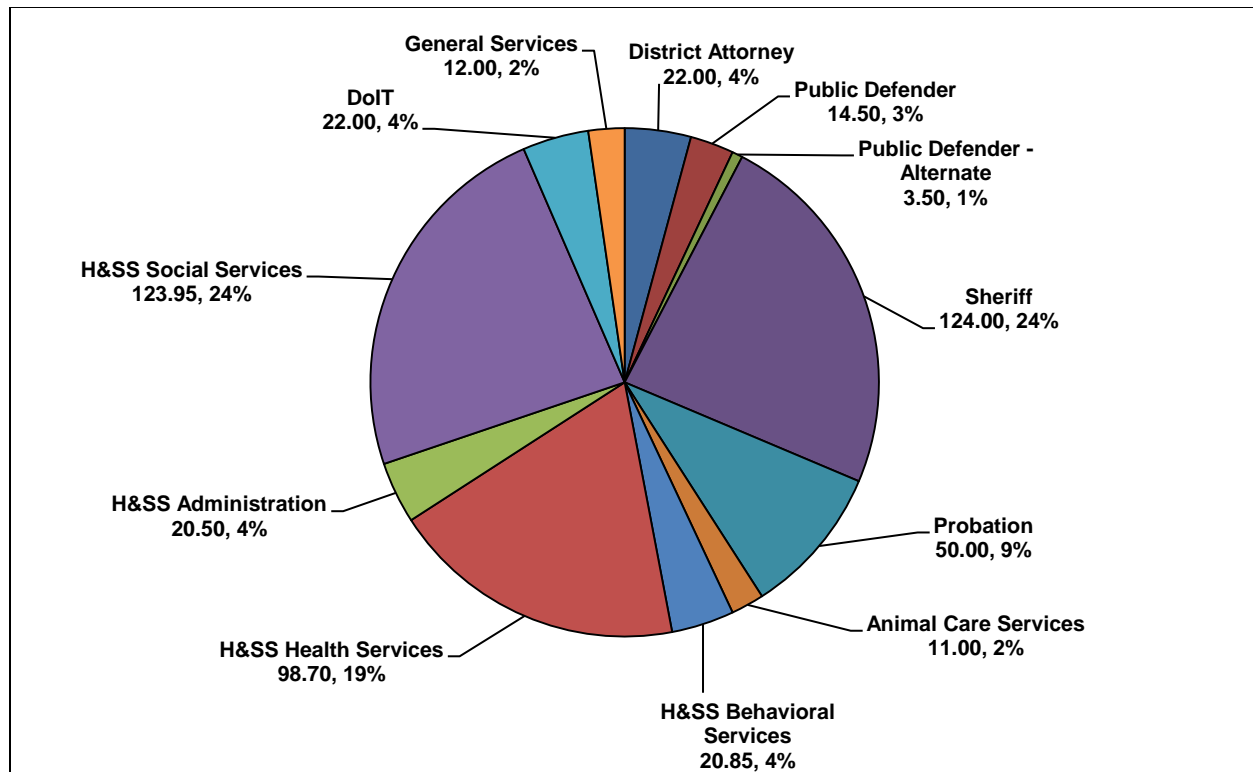
In FY2012/13, there were additional staffing increases related to public safety realignment and in H&SS as the County prepared to open Federally Qualified Health Care (FQHC) clinics in Vacaville in the fall of 2012, and program changes resulting from the Affordable Care Act (ACA).

The FY2013/14 Adopted Budget included additional staff related to these programs and staffing in preparation for the initial phase of the new Stanton Correctional Facility. And in FY2014/15, the need to meet state and federal work participation rates in the Welfare to Work or CalWORKs program required additional resources. FY2015/16 included positions to support increased growth of our aging population, a more complex state/federal financial structure requiring intensive quality assurance, and additional accountability based on performance. FY2016/17 includes additional positions to support increases in security services at the Court and County campuses, and additional correctional officers for those out on extended leave and grant funded positions. Additional staffing was also needed at the FQHC clinics to meet increased demand for services resulting from the ACA and to address the continued increase in growth of our aging population. FY2017/18 included a continuation of increased demand in the FQHC clinics and increased service demands in social services and behavioral health related to new mandates from AB 403 – Continuum of Care Reform (CCR) (see glossary for definition). FY2018/19 reflects a reduction in social services' caseloads accompanied by reductions in state funding; and a reduction in public protection resulting from departmental operational changes or state funding that has remained flat.

	Difference from FY11/12 Adopted to FY12/13 Adopted	Difference from FY12/13 Adopted to FY13/14 Adopted	Difference from FY13/14 Adopted to FY14/15 Adopted	Difference from FY14/15 Adopted to FY15/16 Adopted	Difference from FY15/16 Adopted to FY16/17 Adopted	Difference from FY16/17 Adopted to FY17/18 Adopted	Difference from FY17/18 Adopted to FY18/19 Recm'd	Net Difference from FY12/13 Adopted to FY18/19 Recm'd
General Govt.	2.00	5.50	5.75	10.25	3.70	3.00	0.00	30.20
Public Protection	54.00	58.25	26.25	49.50	51.50	(4.50)	(11.50)	223.50
Public Ways	(0.50)	0.00	3.00	0.00	0.00	0.00	2.00	4.50
Health Services	34.60	33.10	5.30	17.45	11.65	20.30	(1.60)	120.80
Public Assistance	19.35	53.60	39.90	39.60	11.00	8.50	(26.50)	145.45
Education	(5.73)	(3.00)	(2.50)	1.75	2.00	8.80	0.00	1.33
Recreation	0.00	0.60	2.40	(1.00)	0.00	0.00	0.00	2.00
All Others	(19.40)	4.00	2.00	7.70	3.00	8.40	0.00	5.70
<b>TOTAL</b>	<b>84.33</b>	<b>152.05</b>	<b>82.10</b>	<b>125.25</b>	<b>82.85</b>	<b>44.50</b>	<b>(37.60)</b>	<b>533.48</b>

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

**NEW MANDATES GROWING WORKFORCE**



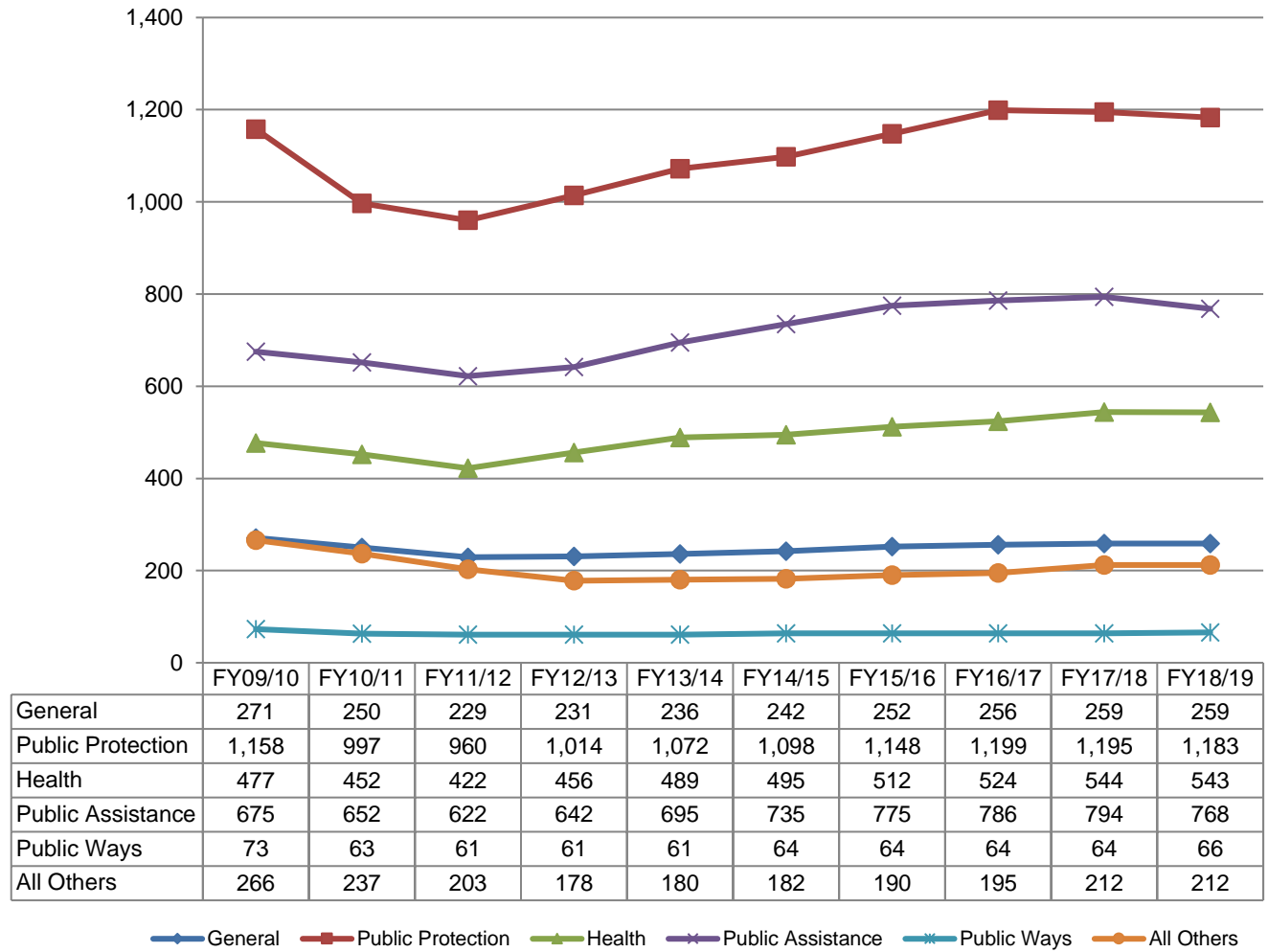
**DEPARTMENTS WITH KEY OUTSIDE CHANGE  
FACTORS FROM FY2011/12 TO FY2018/19**

District Attorney	22.00
Public Defender	14.50
Public Defender - Alternate	3.50
Sheriff	124.00
Probation	50.00
Animal Care Services	11.00
H&SS Behavioral Services	20.85
H&SS Health Services	98.70
H&SS Administration	20.50
H&SS Social Services	123.95
DoIT	22.00
General Services	12.00
<b>Total of Affected Depts.</b>	<b>523.00</b>

The pie chart above provides a snapshot of where positions have been added in the County as a result of new requirements and/or operational changes since FY2011/12. The growing workforce in these departments is primarily the result of new mandates and operational changes which include Public Safety Realignment, Affordable Care Act, CalWORKS, 2011 Realignment, Stanton Correctional Facility opening, contracted or grant funded services, Integrated Care Clinics, and Federal Qualified Health Clinics.

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

**Permanent Position Allocation (Detailed by Function)**





## Permanent Position Summary

### Birgitta E. Corsello, County Administrator

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#### FY2018/19 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 state and federal funding and mandates, and available local funding for County services. The Director of Human Resources has the ability to administratively create medical, retirement/separation or military limited-term positions to backfill for employees on extended periods of medical or military leave, and for transition purposes so a pending retiree can train his/her replacement, 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 continues to adjust allocated positions to address new state and federal program requirements, changes in available funding, and demand for services.

The County Administrator's Office is recommending a net increase of 3.2 FTE positions. This is the net result of 22.7 new FTE positions; and deletion of 15.0 FTE positions and 4.5 FTE expiring limited-term positions for approval in the FY2018/19 Recommended Budget.

The recommended 22.7 new FTE positions (effective July 1, 2018, unless otherwise noted) are in the following departments:

#### **PUBLIC PROTECTION**

**2830 – Agriculture Commissioner / Sealer of Weights and Measures** – *Operational changes and workload; primarily offset by state revenue*

- 1.0 FTE Ag Biologist/Weights and Measures Inspector (Senior), Limited-Term through June 30, 2019 (effective August 12, 2018)

**3010 – Public Works** – *Operational changes and workload; program revenue funded*

- 1.0 FTE Engineering Technician (effective December 2, 2018)

**6500 – District Attorney** – *Operational changes; offset with deletion of 2 vacant positions and civil penalty revenue and County General Fund*

- 1.0 FTE District Attorney Investigator (Supervising)
- 1.0 FTE Paralegal (Senior) – TBD

**6530 – Public Defender** – *Operational changes; offset with County General Fund*

- 2.0 FTE Office Assistant II, Limited-Term through June 30, 2019
- 0.5 FTE Paralegal

**6650 – Probation** – *Operational changes; and offset with Juvenile Justice Crime Prevention Act (JJCPA) funding*

- 2.0 FTE Deputy Probation Officer

**6550 – Sheriff** – *Operational changes; offset primarily with intergovernmental revenues reflecting cost recovery from seven cities and County General Fund*

- 1.0 FTE Animal Care Specialist (Lead)

#### **HEALTH**

**1530 – First 5 Solano Children and Families** – *Implementation of new program; and offset with First 5 funding*

- 1.0 FTE Health Education Specialist

**7780 – H&SS – Behavioral Health** – *Operational changes to meet best practices in mental health treatment, clinic operational needs, and new mandates under CCR; and offset with Mental Health Services Act (MHSA) funding, and realignment and federal funding*

- 3.0 FTE Peer Mentor – TBD

- 0.2 FTE Medical Assistant
- 1.0 FTE Mental Health Clinician (Licensed)

**7880 – H&SS – Health Services** – *Operational changes in Family Health services to meet FQHC clinic service demands; offset with state/federal funding and/or Medi-Cal (FQHC) and Public Health realignment funds*

- 1.0 FTE Clinic Registered Nurse (Senior)
- 1.0 FTE Health Services Admin/Clinic Operations Manager – TBD
- 1.0 FTE Epidemiologist (Senior) – TBD
- 1.0 FTE Office Assistant II
- 1.0 FTE Mental Health Clinician (Licensed)

#### **EDUCATION**

**6300 – Library** – *Operational changes; offset by property and library sales tax revenue*

- 1.0 FTE Library Associate

#### **INTERNAL SERVICE FUNDS**

**1870 – Department of Information Technology** – *Operational changes*

- 1.0 FTE Information Technology Analyst IV
- 1.0 FTE Staff Analyst

The Recommended Budget recommends the deletion of 15.0 FTE regular vacant 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 FY2017/18 or expiring limited-term positions. The positions identified for deletion in the Recommended Budget are as follows:

#### **PUBLIC PROTECTION**

**2480 – Department of Child Support Services** – *Operational changes*

- 1.0 FTE Child Support Attorney IV
- 1.0 FTE Staff Analyst (Senior)

**6500 – District Attorney** – *Operational changes*

- 1.0 FTE District Attorney Investigator
- 1.0 FTE Paralegal

**6650 – Probation** – *Operational changes*

- 2.0 FTE Group Counselor

#### **HEALTH**

**7680 – H&SS – Social Services** – *Operational changes*

- 1.0 FTE Accounting Clerk III
- 2.0 FTE Office Assistant II

**7780 – H&SS – Behavioral Health** – *Operational changes*

- 1.0 FTE Mental Health Nurse

**7880 – H&SS – Health Services** – *Operational changes*

- 1.0 FTE Epidemiologist

## Permanent Position Summary

### Birgitta E. Corsello, County Administrator

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- 1.0 FTE Health Services Manager
- 1.0 FTE Medical Records Technician (Senior)

#### **EDUCATION**

##### **6300 – Library – *Operational changes***

- 1.0 FTE Library Assistant (Supervising)

#### **INTERNAL SERVICE FUNDS**

##### **1870 – Department of Information Technology – *Operational changes***

- 1.0 FTE Office Supervisor

The County Administrator's Office is recommending the following departmental transfers, and limited-term extensions and extension modifications resulting from departmental operational changes and/or departmental reorganizations for approval in the FY2018/19 Recommended Budget.

#### **PUBLIC PROTECTION**

##### **2830 – Agricultural Commissioner / Sealer of Weights and Measures – *Operational changes***

- Reclassify 1.0 FTE Office Aide as 1.0 FTE Office Assistant I

##### **6530 – Public Defender – *Operational changes; offset with County General Fund***

- Convert 1.0 FTE Office Assistant II from Limited-Term to regular FTE
- Extend 2.0 FTE Deputy Public Defender IV, Limited-Term through June 30, 2019
- Extend 1.0 FTE Process Server, Limited-Term through June 30, 2019

##### **6650 – Probation – *Operational changes***

- Convert 2.0 FTE Deputy Probation Officer from Limited-Term to regular FTE
- Convert 1.0 FTE Deputy Probation Officer (Senior) from Limited-Term to regular FTE
- Convert 1.0 FTE Deputy Probation Officer (Supervising) from Limited-Term to regular FTE
- Convert 2.0 FTE Group Counselor from Limited-Term to regular FTE
- Convert 1.0 FTE Legal Procedures Clerk from Limited-Term to regular FTE
- Extend 1.0 FTE Deputy Probation Officer, Limited-Term through June 30, 2019
- Extend 1.0 FTE Deputy Probation Officer (Senior), Limited-Term through June 30, 2019

##### **6550 – Sheriff – *Operational changes***

- Convert 1.0 FTE Animal Care Manager from Limited-Term to regular FTE

#### **HEALTH**

##### **7780 – H&SS – Behavioral Health – *Operational changes***

- Extend 1.0 FTE Mental Health Clinical Supervisor, Limited-Term through June 30, 2019
- Extend 1.0 FTE Mental Health Clinician (Licensed), Limited-Term through June 30, 2019
- Extend 1.0 FTE Office Assistant II, Limited-Term through June 30, 2019
- Extend 1.0 FTE Project Manager, Limited-Term through June 30, 2019

**7880 – H&SS – Health Services – Operational changes**

- Convert 2.0 FTE Health Education Specialist from Limited-Term to regular FTE
- Extend 2.0 FTE Health Education Specialist, Limited-Term through June 30, 2019
- Extend 1.0 FTE Health Education Specialist (Senior), Limited-Term through June 30, 2019
- Extend 1.0 FTE Health Services Manager, Limited-Term through June 30, 2019
- Extend 2.0 FTE Project Manager, Limited-Term through June 30, 2019
- Transfer 1.0 FTE Health Education Specialist to Tobacco Prevention and Education
- Transfer 1.0 FTE Health Education Specialist (Senior) to Tobacco Prevention and Education

**7950 – Tobacco Prevention and Education – Operational changes**

- Transfer 1.0 FTE Health Education Specialist from Health Services
- Transfer 1.0 FTE Health Education Specialist (Senior) from Health Services

As of April 22, 2018 the Board approved and/or authorized a net of 3,027.55 position allocations.

The following table summarizes the position allocation changes requested since FY2017/18 Adopted Budget.

**Summary of Positions**

Net of Prior Actions by Board and Human Resources during FY2017/18 and authorized as of April 22, 2018	<b>(40.80)</b>
Added in Recommended Budget	<b>22.70</b>
Deleted in Recommended Budget	<b>(15.00)</b>
Expiring Limited Term	<b>(4.50)</b>
<b>Net Allocated Position Changes</b>	<b>(37.60)</b>

**Position Allocation List**

Allocated Positions in FY2017/18 Adopted Budget	<b>3,068.35</b>
Net Allocated Position Changes	<b>(37.60)</b>
Allocated Positions Recommended in FY2018/19 Budget	<b>3,030.75</b>

The *Permanent Position Summary* on the following pages is a digest of changes for each department from FY2013/14 through the Recommended Budget, including identifying changes occurring during FY2017/18.

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

**PERMANENT POSITION SUMMARY**

FY2013/14 Adopted Budget	FY2014/15 Adopted Budget	FY2015/16 Adopted Budget	FY2016/17 Adopted Budget	FY2017/18 Adopted Budget	FY2017/18 Adjusted as of 4/22/18	FY2018/19 Recm'd Budget	Difference Recm'd vs Adopted
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**GENERAL GOVERNMENT**

1000	Board of Supervisors	10.00	11.50	13.50	14.00	14.75	14.75	14.75	0.00
1100	County Administrator	16.00	16.00	16.00	16.00	16.00	16.00	16.00	0.00
1103	Employee Development & Training	2.00	2.00	2.00	3.00	3.00	3.00	3.00	0.00
1117	General Services	80.00	81.00	86.00	87.00	88.00	88.00	88.00	0.00
1150	Assessor	35.00	38.00	38.00	38.00	38.00	38.00	38.00	0.00
1200	Auditor/Controller	33.00	33.00	34.00	34.00	34.00	34.00	34.00	0.00
1300	Tax Collector/County Clerk	10.50	10.50	11.00	11.00	11.00	11.00	11.00	0.00
1350	Treasurer	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
1400	County Counsel	17.55	17.80	19.55	19.75	20.00	20.00	20.00	0.00
1450	Delta Water Activities	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
1500	Human Resources	17.00	17.00	18.00	19.00	20.00	20.00	20.00	0.00
1550	Registrar of Voters	10.00	10.00	9.00	9.00	9.00	9.00	9.00	0.00
1640	Real Estate Services	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total General Government</b>		<b>236.05</b>	<b>241.80</b>	<b>252.05</b>	<b>255.75</b>	<b>258.75</b>	<b>258.75</b>	<b>258.75</b>	<b>0.00</b>

**PUBLIC PROTECTION**

6500	District Attorney	117.25	120.00	124.00	129.00	131.00	133.00	132.00	1.00
2480	Dept. of Child Support Services	107.00	105.00	103.00	102.00	97.00	97.00	95.00	(2.00)
6530	Public Defender	57.50	58.50	62.00	62.50	65.00	64.00	66.50	1.50
6540	Public Defender - Alternate	20.00	19.50	21.50	21.50	21.50	20.50	20.50	(1.00)
6550	Sheriff	454.00	474.00	506.00	542.00	537.00	534.00	533.00	(4.00)
6650	Probation	215.50	214.50	216.50	223.50	223.50	220.50	219.50	(4.00)
5500	Office of Family Violence Prev.	5.00	5.00	5.00	5.00	4.00	3.00	3.00	(1.00)
6901	County Local Revenue Fund	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
2830	Agricultural Commissioner (1)	18.00	22.00	26.00	25.00	24.00	22.00	23.00	(1.00)
2850	Animal Care Services	21.00	22.00	25.00	28.00	28.00	27.00	27.00	(1.00)
2909	Recorder	13.00	13.00	13.00	14.00	14.00	14.00	14.00	0.00
2910	Resource Management	43.00	44.00	46.00	47.00	50.00	50.00	50.00	0.00
<b>Total Public Protection</b>		<b>1072.25</b>	<b>1098.50</b>	<b>1148.00</b>	<b>1199.50</b>	<b>1195.00</b>	<b>1185.00</b>	<b>1183.50</b>	<b>(11.50)</b>

**PUBLIC WAYS**

3010	Public Works	61.00	64.00	64.00	64.00	64.00	65.00	66.00	2.00
<b>Total Public Ways</b>		<b>61.00</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>	<b>65.00</b>	<b>66.00</b>	<b>2.00</b>

**HEALTH SERVICES**

7690	In-Home Supportive Services	5.00	5.00	6.00	7.00	6.00	6.00	5.00	(1.00)
7950	Tobacco Prevention & Education	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2.00
7780	Behavioral Health	165.50	182.00	212.70	203.20	205.70	202.80	206.00	0.30
7880	Health Services	318.90	307.70	293.45	313.60	332.40	329.50	329.50	(2.90)
<b>Total Health Services</b>		<b>489.40</b>	<b>494.70</b>	<b>512.15</b>	<b>523.80</b>	<b>544.10</b>	<b>538.30</b>	<b>542.50</b>	<b>(1.60)</b>

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

FY2013/14 Adopted Budget	FY2014/15 Adopted Budget	FY2015/16 Adopted Budget	FY2016/17 Adopted Budget	FY2017/18 Adopted Budget	FY2017/18 Adjusted as of 4/22/18	FY2018/19 Recm'd Budget	Difference Recm'd vs Adopted
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**PUBLIC ASSISTANCE**

1530	First 5 Solano Children & Families	7.00	7.00	7.00	7.00	6.00	6.00	7.00	1.00
5800	Veterans Services	4.00	4.00	6.00	6.00	6.00	6.00	6.00	0.00
7501	H&SS Administration	78.50	83.50	91.00	94.00	96.00	95.00	95.00	(1.00)
7680	Social Services	605.75	640.65	670.75	678.75	686.25	662.25	659.75	(26.50)
<b>Total Public Assistance</b>		<b>695.25</b>	<b>735.15</b>	<b>774.75</b>	<b>785.75</b>	<b>794.25</b>	<b>769.25</b>	<b>767.75</b>	<b>(26.50)</b>

**EDUCATION**

6300	Library	108.50	108.00	109.75	111.75	120.55	120.55	120.55	0.00
6200	Cooperative Education	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Education</b>		<b>110.50</b>	<b>108.00</b>	<b>109.75</b>	<b>111.75</b>	<b>120.55</b>	<b>120.55</b>	<b>120.55</b>	<b>0.00</b>

**RECREATION**

7000	Parks and Recreation	5.60	8.00	7.00	7.00	7.00	7.00	7.00	0.00
<b>Total Recreation</b>		<b>5.60</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>

**OTHER FUNDS**

1830	Risk Management	8.00	7.00	7.70	7.70	7.70	7.70	7.70	0.00
1870	Dept. of Information Technology	43.00	46.00	53.00	55.00	64.00	63.00	64.00	0.00
2801	Fouts Springs Youth Facility (2)	0.60	0.60	0.60	0.60	0.00	0.00	0.00	0.00
3100	Fleet Management	9.00	9.00	9.00	10.00	10.00	10.00	10.00	0.00
9000	Airport	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
<b>Total Other Funds</b>		<b>63.60</b>	<b>65.60</b>	<b>73.30</b>	<b>76.30</b>	<b>84.70</b>	<b>83.70</b>	<b>84.70</b>	<b>0.00</b>

<b>TOTAL COUNTY ALLOCATION</b>	<b>2733.65</b>	<b>2815.75</b>	<b>2941.00</b>	<b>3023.85</b>	<b>3068.35</b>	<b>3027.55</b>	<b>3030.75</b>	<b>(37.60)</b>
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- (1) Department's FY2016/17 allocation reflects overlap of 2 limited-term FTEs used February-October each calendar year.  
 (2) 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 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. Solano County is comprised of 906 total square miles, including 672 square miles of rural and farm lands, 150 square miles of urban land area, including cities and unincorporated areas, and 84 square miles is water.

The County provides the following services:

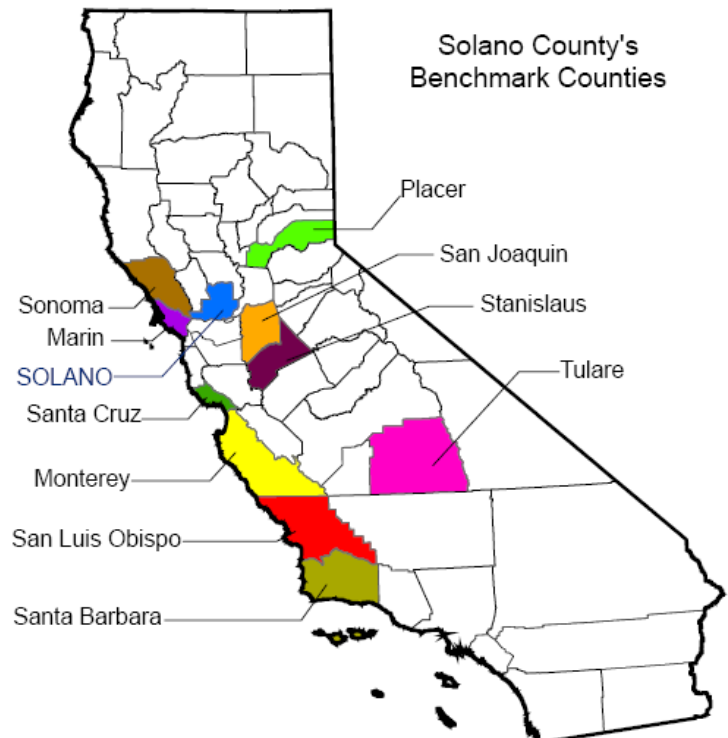
- Libraries (as contract services for cities)
- Jails and Juvenile Facilities
- Probationary Supervision
- District Attorney
- Public Defender and Alternative Defense
- Grand Jury
- Coroner and Forensic Services
- Airport
- Family Support Collection
- Public and Mental Health Services
- Indigent Medical 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:





## Solano County Statistical Profile

### Birgitta E. Corsello, County Administrator

- 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 750,000.
- 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.

### COUNTY POPULATION OVER TIME

The California Department of Finance's May 1, 2018 estimate of the population of Solano County is 439,793, increasing 3,153 residents or 0.7% over 2017. Of California's 58 Counties, Solano County ranks number 21 in terms of population size. All seven cities saw growth between 2016 and 2017, with the highest growth rate in Rio Vista at 3.3%.

California's population estimate was 39.81 million as of May 1, 2018, per the State Department of Finance. California, the nation's most populous state, represents 12.4% 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 annual 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 2018, the County grew by 26,449 residents, or 6.0%.

#### SOLANO COUNTY POPULATION CHANGE FROM 1990 TO 2018

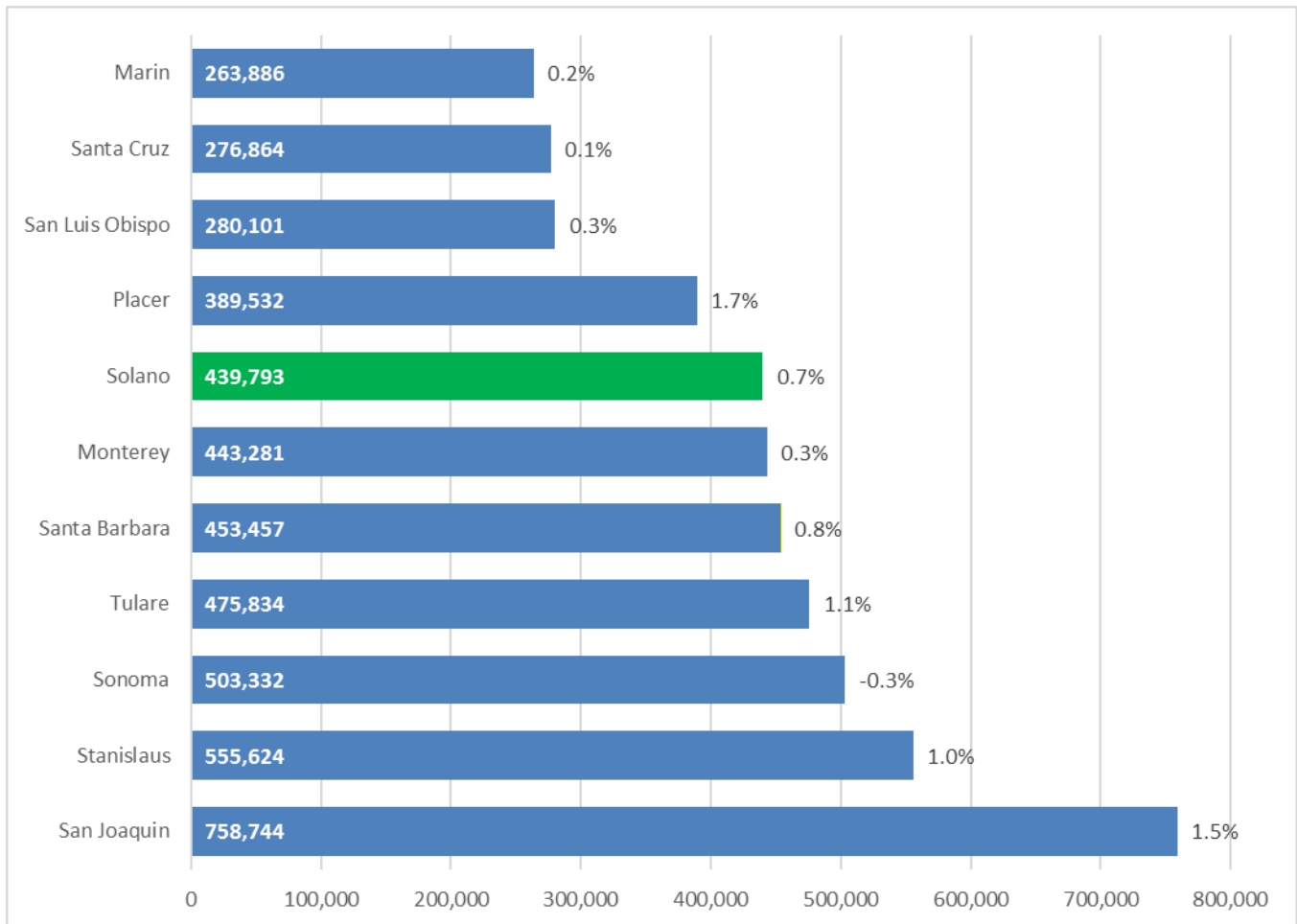
	1990	1990 to 2000		2000	2000 to 2010		2010	2010 to 2018		2018
<b>Benicia</b>	<b>24,437</b>	2,428	9.9%	<b>26,865</b>	132	0.5%	<b>26,997</b>	502	1.8%	<b>27,499</b>
<b>Dixon</b>	<b>10,401</b>	5,702	54.8%	<b>16,103</b>	2,248	14.0%	<b>18,351</b>	1,545	7.8%	<b>19,896</b>
<b>Fairfield</b>	<b>77,211</b>	18,967	24.6%	<b>96,178</b>	9,143	9.5%	<b>105,321</b>	10,835	9.3%	<b>116,156</b>
<b>Rio Vista</b>	<b>3,316</b>	1,255	37.8%	<b>4,571</b>	2,789	61.0%	<b>7,360</b>	1,828	19.9%	<b>9,188</b>
<b>Suisun City</b>	<b>22,686</b>	3,432	15.1%	<b>26,118</b>	1,993	7.6%	<b>28,111</b>	1,081	3.7%	<b>29,192</b>
<b>Vacaville</b>	<b>71,479</b>	17,146	24.0%	<b>88,625</b>	3,803	4.3%	<b>92,428</b>	6,549	6.6%	<b>98,977</b>
<b>Vallejo</b>	<b>109,199</b>	7,561	6.9%	<b>116,760</b>	(818)	-0.7%	<b>115,942</b>	3,310	2.8%	<b>119,252</b>
<b>Unincorporated</b>	<b>21,692</b>	(2,370)	-10.9%	<b>19,322</b>	(488)	-2.5%	<b>18,834</b>	799	4.1%	<b>19,633</b>
<b>Solano County</b>	<b>340,421</b>	54,121	15.9%	<b>394,542</b>	18,802	4.8%	<b>413,344</b>	26,449	6.0%	<b>439,793</b>

Source: U.S. Census Bureau; California Department of Finance, Demographic Research Unit, May 2018

## OUR CHANGING POPULATION – HOW WE COMPARE TO BENCHMARK COUNTIES

California's population grew by 0.8% in 2017, adding 308,720 residents per the California Department of Finance. Among the comparable Counties, San Joaquin County was once again the fastest growing County in the state, adding 11,481 new residents. Solano County grew at a modest rate, adding 3,153 new residents, or about 0.7% of the County's total population. Marin remained the slowest growing County among the comparable Counties, adding just 624 new residents. Sonoma County was the only County to have contracted, losing 1,281 residents or 0.3%. Santa Rosa, a city in Sonoma County lost 3,081 housing units because of the October 2017 Atlas Peak Fire, contributing to this contraction.

### 2018 BENCHMARK COUNTIES POPULATION AND GROWTH PERCENTAGE FROM 2017



Source: California Department of Finance, Demographic Research Unit, May 1, 2018

# Solano County Statistical Profile

## Birgitta E. Corsello, County Administrator

### SNAPSHOT – SOLANO AT A GLANCE, DEMOGRAPHICS

#### EDUCATIONAL ATTAINMENT

Per the California Department of Education, Solano County saw its high school graduation rates increase from 84.3% during the 2014-2015 academic year to 87.7% during the 2015-16 academic year (the latest year for which the data is available), outpacing the State of California's average graduation rate of 82.4% by 5.3%. More than a quarter of Solano County residents age 25 years and older (28.6%) have attended some college and 28.1% have earned either an associates and/or bachelor's degree, slightly lower (0.2%) than the state average of 28.3%. Solano County residents age 25 and older with a post graduate degree is 7.6%, 4.6% less than the state average of 12.3%.

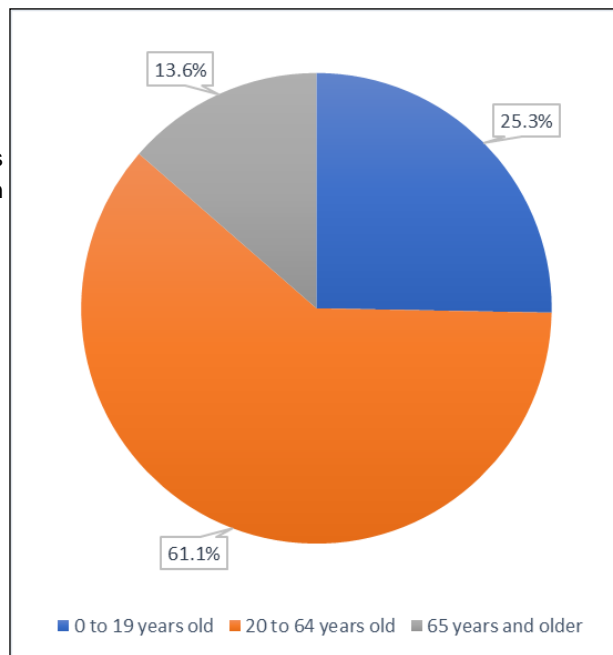
#### AGE GROUP BY POPULATION

In Solano County, the number of young and working age adults closely mirrors the national average, whereas the gap between Solano's senior and retirement age population continues to widen.

Approximately 25.3% of all people living in Solano County is age 19 or younger. This closely mirrors the state percentage of 26.5%, a difference of 1.2%.

Nearly two-thirds (or 61.1%) of Solano County's total population is comprised of working age adults between 20 and 64 years of age. This is slightly higher (0.4%) than the State of California's average of 60.7% of the total population.

In Solano County, individuals age 65 years and older represent approximately 13.6% of the total population, widening by 2.5 percentage points over the course of a year (up from 11.1% in 2017). In the State of California, this age demographic makes up approximately 12.9% of the total population.



Source: 2012-2016 American Community Survey, March 2018

#### ETHNIC COMPOSITION

The California Department of Finance generates population projections for all Counties in California. Research projects that over the next 12 years Solano County will be increasingly more ethnically diverse.

Predictions for the year 2020 indicate that Solano County will be approximately 37.6% White, 28.4% Hispanic, 14.2% African-American, 14.2% Asian and 5.6% Mixed Race, just a slight shift from today's estimates.

Please see population estimates chart for estimates for 2025 and 2030.

ETHNIC COMPOSITION OF SOLANO COUNTY RESIDENTS	2020 POPULATION ESTIMATES	2025 POPULATION ESTIMATES	2030 POPULATION ESTIMATES
White, non-Hispanic	37.6%	36.6%	35.8%
Hispanic or Latino	28.4%	29.6%	30.5%
African American, non-Hispanic	14.2%	14.1%	14.0%
Asian, non-Hispanic	14.2%	13.8%	13.6%
Mixed race, non-Hispanic	5.6%	5.9%	6.1%

Source: California Department of Finance, March 2018

## **SOLANO COUNTY – SIZE, DISTRIBUTION AND WHERE PEOPLE LIVE**

According to the California Department of Finance's *May 2018 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 city focused 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 may create some unique challenges for County government, including:

- Challenges in the transition zones between urbanized areas and agricultural areas (i.e., land use, pesticide use, dust, noise, odors and vermin).
- Coordination of infrastructure transitions from the urban areas to the rural areas (i.e., reliever routes, upgraded feeder streets/roads, flood control, limited intercity connectivity and public transportation).
- 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, mental health, public assistance and law and justice services.

## **COMPARISON OF LAND AREA AND POPULATION DENSITY / DISTRIBUTION IN BENCHMARK COUNTIES**

Land & Water Area (Square Miles)			Persons Per Square Mile (Land Area)		% Residing in Unincorporated Areas	
Tulare	4,824	15	Santa Cruz	622	Santa Cruz	48.48%
Monterey	3,322	449	San Joaquin	542	San Luis Obispo	43.07%
San Luis Obispo	3,304	311	<b>Solano</b>	<b>530</b>	Santa Barbara	31.37%
Santa Barbara	2,737	1,052	Marin	507	Tulare	30.34%
Sonoma	1,576	192	Stanislaus	372	Placer	29.09%
Stanislaus	1,494	21	Sonoma	319	Sonoma	28.29%
Placer	1,404	98	Placer	277	Marin	26.24%
San Joaquin	1,399	27	Santa Barbara	166	Monterey	24.20%
<b>Solano</b>	<b>822</b>	<b>84</b>	Monterey	133	Stanislaus	21.05%
Marin	520	308	Tulare	99	San Joaquin	20.42%
Santa Cruz	445	162	San Luis Obispo	85	<b>Solano</b>	<b>4.46%</b>

*Source: U.S. Census Bureau, California Department of Finance, Demographic Research Unit, May 2018*

## Solano County Statistical Profile

Birgitta E. Corsello, County Administrator

### SOLANO'S POPULATION LIVING IN POVERTY – HOW WE COMPARE

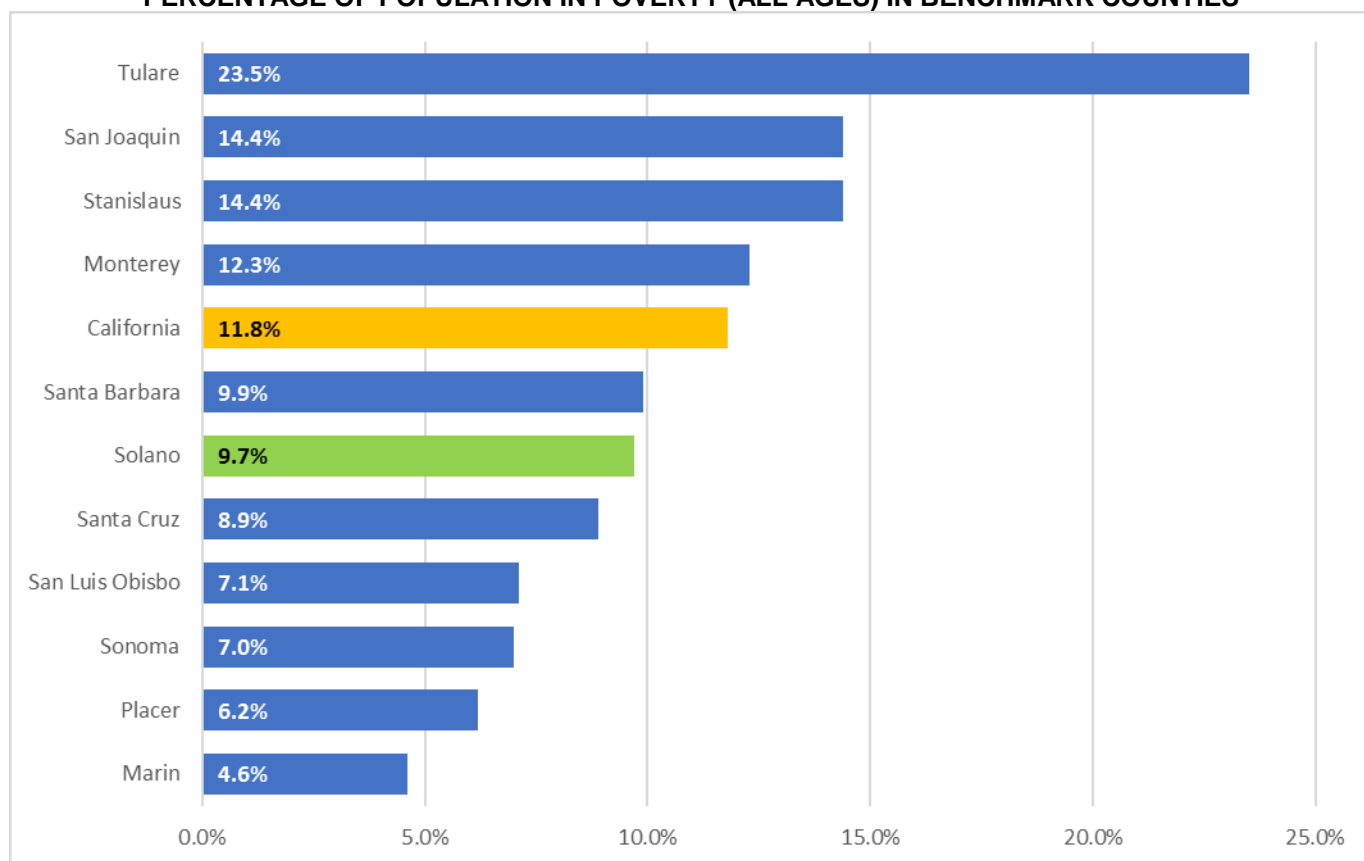
The U.S. Census Bureau defines the poverty threshold for an average family of four living in the United States (48 contiguous states and the District of Columbia, not including Alaska and Hawaii) as having a median annual family income of \$25,100 or less. The average median annual family income for families of four living in Solano County is \$69,227, more than two and one-half times the national average.

Per the 2012-2016 *American Community Survey* by the U.S. Census Bureau, 9.7% of the Solano County population (or 42,660 people) are living at or below the poverty level. The poverty rate in Solano County was 18.1% among residents age 18 and under and 25.1% among families with female head of household and no husband present.

The number of residents living at or below the poverty level varies considerably among Solano County's seven cities, including Benicia, 5.9% (or 1,622 people); Dixon, 10.7% (or 2,129 people); Fairfield, 9.5% (or 11,035 people); Rio Vista, 9.1% (or 836 people); Suisun City, 10.2% (or 2,978 people); Vacaville, 7.9% (or 7,819 people), and Vallejo, 13.1% (or 15,622 people).

Solano County is located at the mid-point when compared to benchmark Counties, with 5 Counties having lower poverty rates and 5 Counties with higher poverty rates. Solano County is 2.1% lower than the statewide average for families living at or below the poverty level.

#### PERCENTAGE OF POPULATION IN POVERTY (ALL AGES) IN BENCHMARK COUNTIES



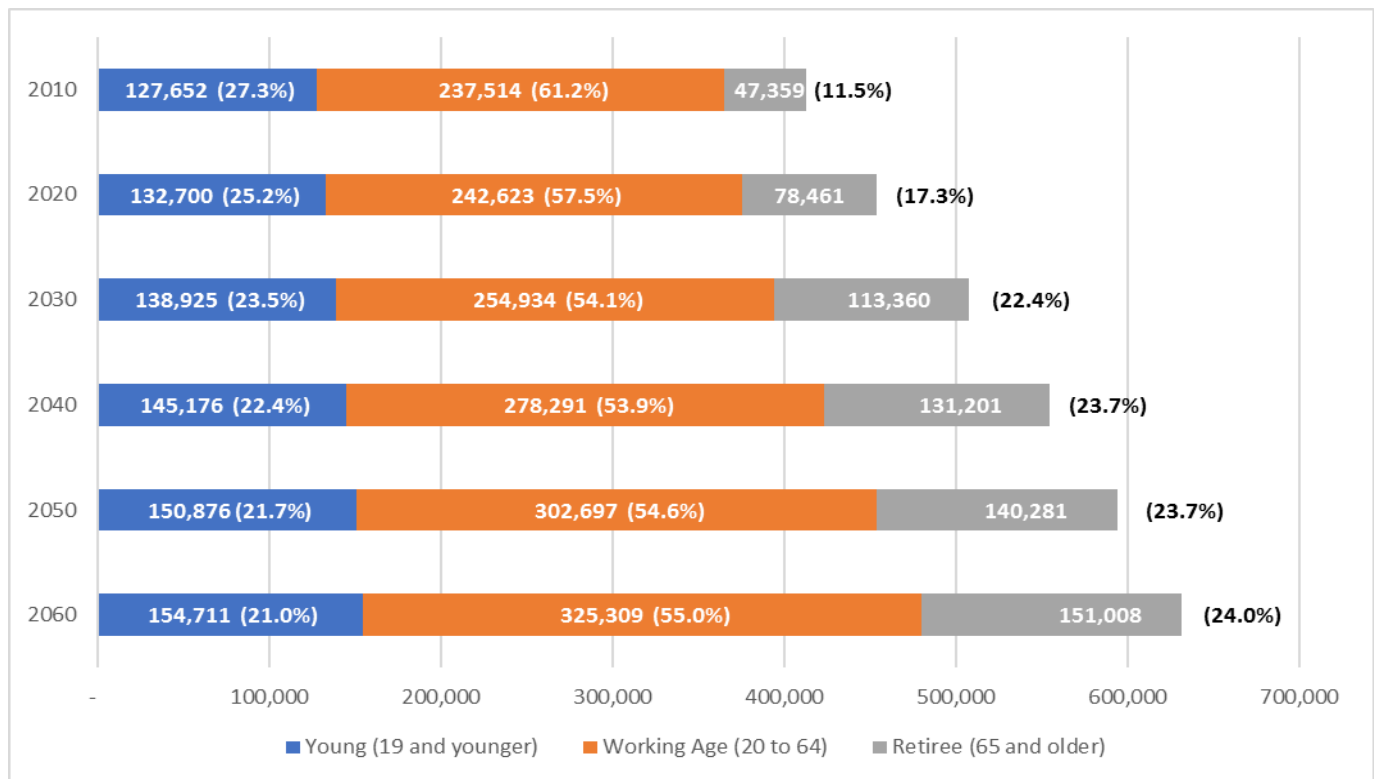
Source: U.S. Census Bureau, 2012-2016 American Community Survey

## OUR CHANGING POPULATION – THE NEXT SEVERAL DECADES

Solano County's population is projected to grow from 412,525 in 2010 to 631,028 or 34.7% by 2060, according to projections by the California Department of Finance. The composition of this population is expected to shift significantly over the next 40 years, with the median age increasing from 37.5 in 2010 to 43.3 in 2060. The aging population will likely affect the types of service demands placed on the County and may impact statewide and regional planning efforts.

One way to evaluate this population change is to analyze the dependency ratio, which examines the population changes in relationship to the traditional working age population of individuals between age 19 to 64. In 2010, for every 6.2 people in the County workforce there were 2.6 children and 1.2 retirees. By 2060, the young population (19 and younger) is expected to increase by 27,059 or 21%; while the working age population by 87,795 or 37% and retiree population by 103,649 or 319%.

### SOLANO SHARE OF POPULATION BY AGE AS PERCENTAGE OF TOTAL POPULATION, 2010 TO 2060



*Source: California Department of Finance, March 2018*

The Department of Finance projects more people will be entering the retiree population than those entering the workforce. Declines in school-age children are also projected to continue through 2020 before starting to recover a few years later. By 2030, that trend shifts to the working age population becoming the largest population growth segment.

### SOLANO COUNTY - ESTIMATED POPULATION CHANGE BY DECADE, 2010 TO 2060

AGE DEMOGRAPHIC	2010	2020	2030	2040	2050	2060
Young (19 and younger)	127,652	132,700	138,925	145,176	150,876	154,711
Working Age (20 to 64)	237,514	242,623	254,934	278,291	302,697	325,309
Retiree (65 and older)	47,359	78,461	113,360	131,201	140,281	151,008
<b>TOTAL POPULATION</b>	<b>412,525</b>	<b>453,784</b>	<b>507,219</b>	<b>554,668</b>	<b>593,854</b>	<b>631,028</b>

*Source: California Department of Finance, March 2018*

## Solano County Statistical Profile

Birgitta E. Corsello, County Administrator

### UNEMPLOYMENT AND THE ECONOMY

According to the California Employment Development Department's (EDD) March 2018 estimates, overall employment in California continues to improve, and has done so for a number of years. The Solano County unemployment rate was 4.1% in March 2018, down from 5.4% in March 2017. The March 2018 unemployment rate for the State declined to 4.2%, also down from 5.2% a year ago.

Between March 2017 and March 2018, overall employment in Solano County increased by 1,900 jobs. The size of the workforce also grew by 1,700 individuals actively seeking employment. This resulted in a net reduction of 200 unemployed residents.

According to the market data, Solano County continues to show improvement in residents becoming employed. The unemployment rate for Solano County also reflects job growth regionally, as residents become employed outside the County. As a result, unemployment rates across all seven cities continued to trend down between March 2017 and March 2018.

#### UNEMPLOYMENT RATES FROM MARCH 2013 TO MARCH 2018 IN BENCHMARK COUNTIES

	2013	2015	2016	2017	2018
MARIN	5.20%	3.20%	3.20%	3.00%	2.30%
SONOMA	7.30%	4.50%	4.10%	3.80%	2.80%
PLACER	7.90%	5.50%	4.60%	4.30%	3.20%
SOLANO	8.90%	6.80%	5.70%	5.40%	4.10%
CALIFORNIA	9.40%	6.20%	5.60%	5.20%	4.20%
SANTA BARBARA	7.40%	5.60%	5.30%	5.50%	4.40%
SANTA CRUZ	11.50%	10.20%	8.80%	8.50%	6.30%
SAN JOAQUIN	13.90%	10.50%	8.80%	8.30%	6.60%
STANISLAUS	14.30%	11.00%	9.60%	8.80%	7.10%
MONTEREY	13.20%	12.50%	10.50%	10.50%	9.40%
TULARE	15.70%	13.70%	12.40%	12.10%	11.00%

Source: California Employment Development Department, March 2013 to March 2018

#### UNEMPLOYMENT RATES FROM MARCH 2013 TO MARCH 2018 IN SOLANO COUNTY CITIES

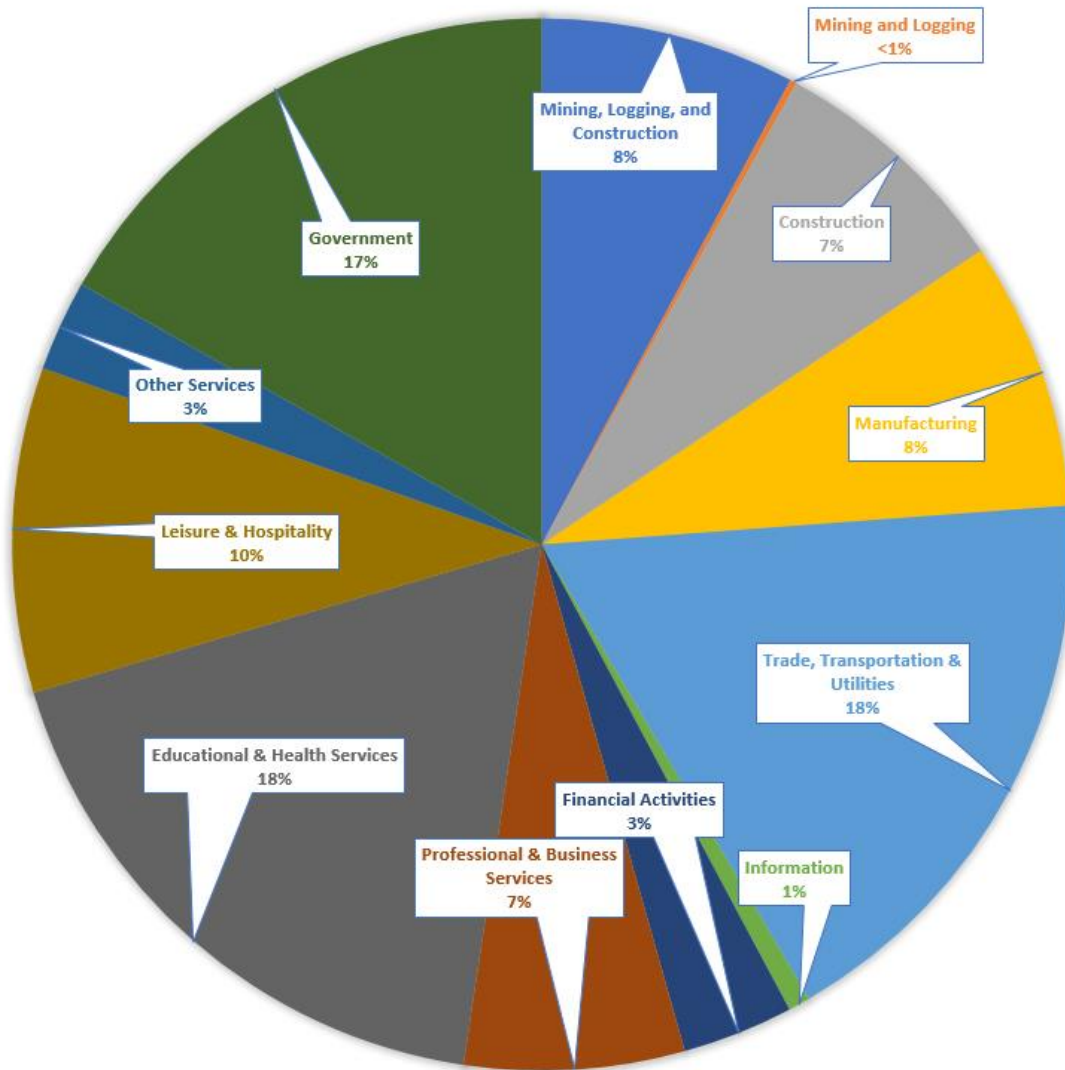
	2013	2015	2016	2017	2018
BENICIA	5.5%	3.9%	3.5%	3.3%	2.8%
RIO VISTA	6.2%	11.2%	11.2%	10.7%	3.3%
VACAVILLE	6.6%	5.0%	4.5%	4.3%	3.4%
DIXON	7.1%	6.3%	4.8%	4.6%	3.5%
SUISUN CITY	9.1%	5.5%	4.9%	4.7%	3.7%
FAIRFIELD	9.7%	5.6%	5.1%	4.8%	3.7%
VALLEJO	10.9%	8.5%	7.7%	7.3%	4.3%

Source: California Employment Development Department, March 2013 to March 2018

It is important to note that the traditional unemployment rate calculated by EDD is not a complete picture of the number of residents who are not employed, as it only represents the people who are actively seeking employment. Individuals who were discouraged by employment prospects and not actively seeking employment are excluded.



THE SOLANO COUNTY WORKFORCE – EMPLOYMENT SECTORS, MARCH 2018



Source: California Employment Development Division for Solano County, March 2018

The unemployment rate in Solano County was 4.1% in March 2018, which is 1.3% below the estimate of 5.4% from one year ago. This compares with an unadjusted unemployment rate of 4.2% for California and 4.1% for the nation during the same period.

In Solano County, Education and Health Services (18%), Trade, Transportation and Utilities (18%) and Government (17%) are the top three employment sectors, making up 53% of the total workforce. According to a report from the *HSBC Bureau of Economic Analysis* (2017), the Leisure and Hospitality (10%) sector continues to expand as consumers are spending their money on experiences, such as travel, recreation and dining out, and less on household goods and services.

Between March 2017 and March 2018, eight of the 12 industry sectors in Solano County tracked by the California Employment Development Division showed overall employment growth, while four sectors retracted slightly, demonstrating a shift in overall employment toward construction, manufacturing, trade, transportation and utilities, educational and health services and leisure and hospitality. The overall shift reflects 1,900 individuals out of a 139,900-total employment pool.



# Solano County Statistical Profile

## Birgitta E. Corsello, County Administrator

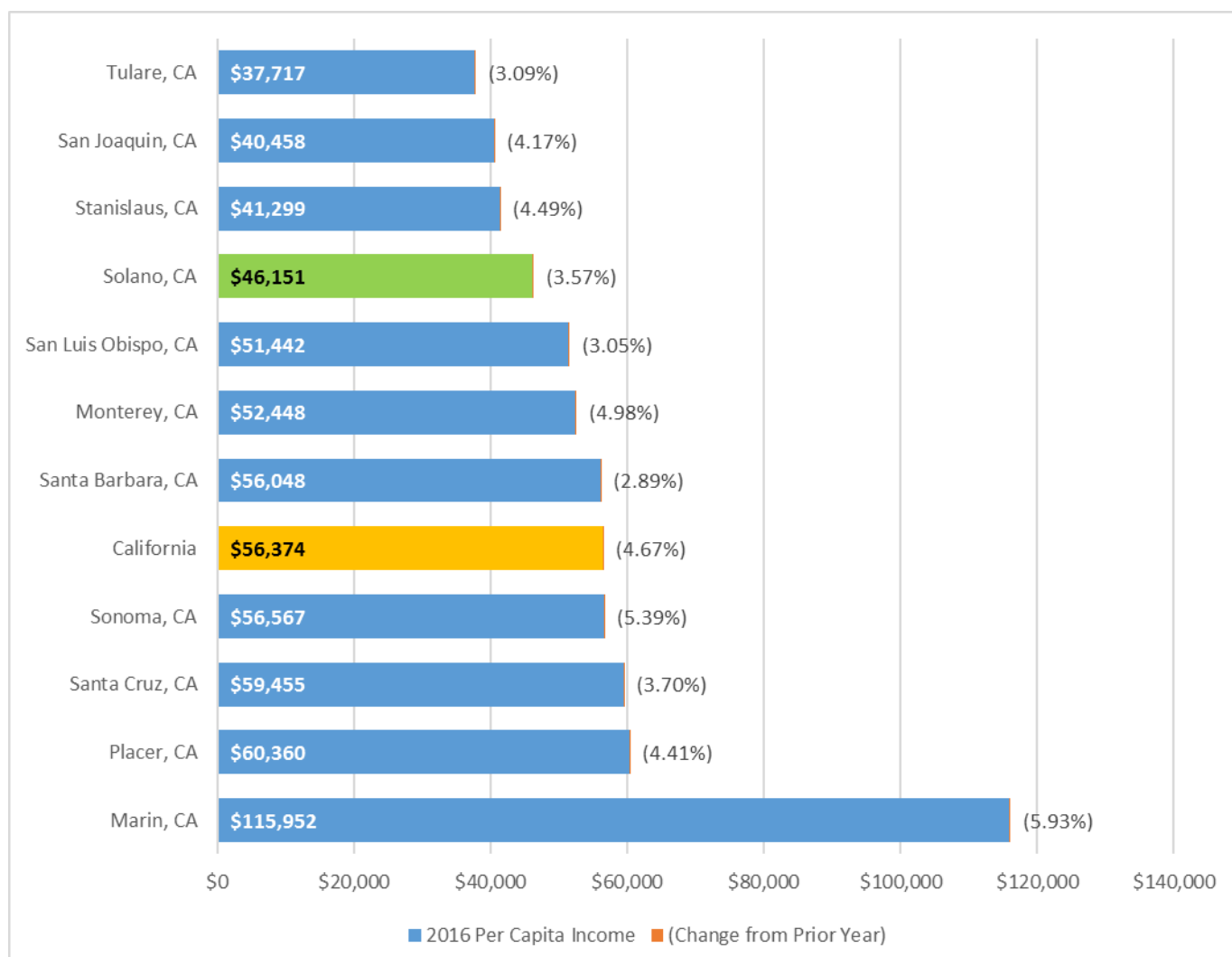
### CHANGE IN PERSONAL INCOME – HOW IT AFFECTS PURCHASING POWER

Personal income is made up of wages and salaries, transfer payments from all levels of government, investment income (dividends, interest, and rents), business income from owning a business (proprietor's income) and other income sources. The *2017 Index of Economic and Community Progress* reported that personal income and gross domestic product (GDP) per capita continued an upward trend while median household income decreased slightly. All indications and analysis point to 2017 as a year of increased standard of living in Solano County.

According to the 2016 statistics from the *U.S. Bureau of Economic Analysis*, Solano County ranks as the fourth lowest in per capita income when compared to benchmark Counties. Solano County's growth rate in per capita income increased by 3.57% (or \$1,647) between 2015 and 2016, growing at a slightly slower pace than most of the benchmark Counties. Solano County's per capita income of \$46,151 in 2016 is 18.13% (or \$10,223) less than the state's per capita income of \$56,374.

Although personal income in Solano County is fourth lowest among the benchmark Counties and the state, as growth in personal income continues to rise, individual purchasing power becomes more robust. When personal income grows, so does the number of goods and services that can be purchased by Solano County residents, increasing their overall purchasing power.

### CHANGE IN PER CAPITA INCOME IN BENCHMARK COUNTIES – 2016 DATA



Source: Bureau of Economic Analysis, U.S. Department of Commerce, 2017

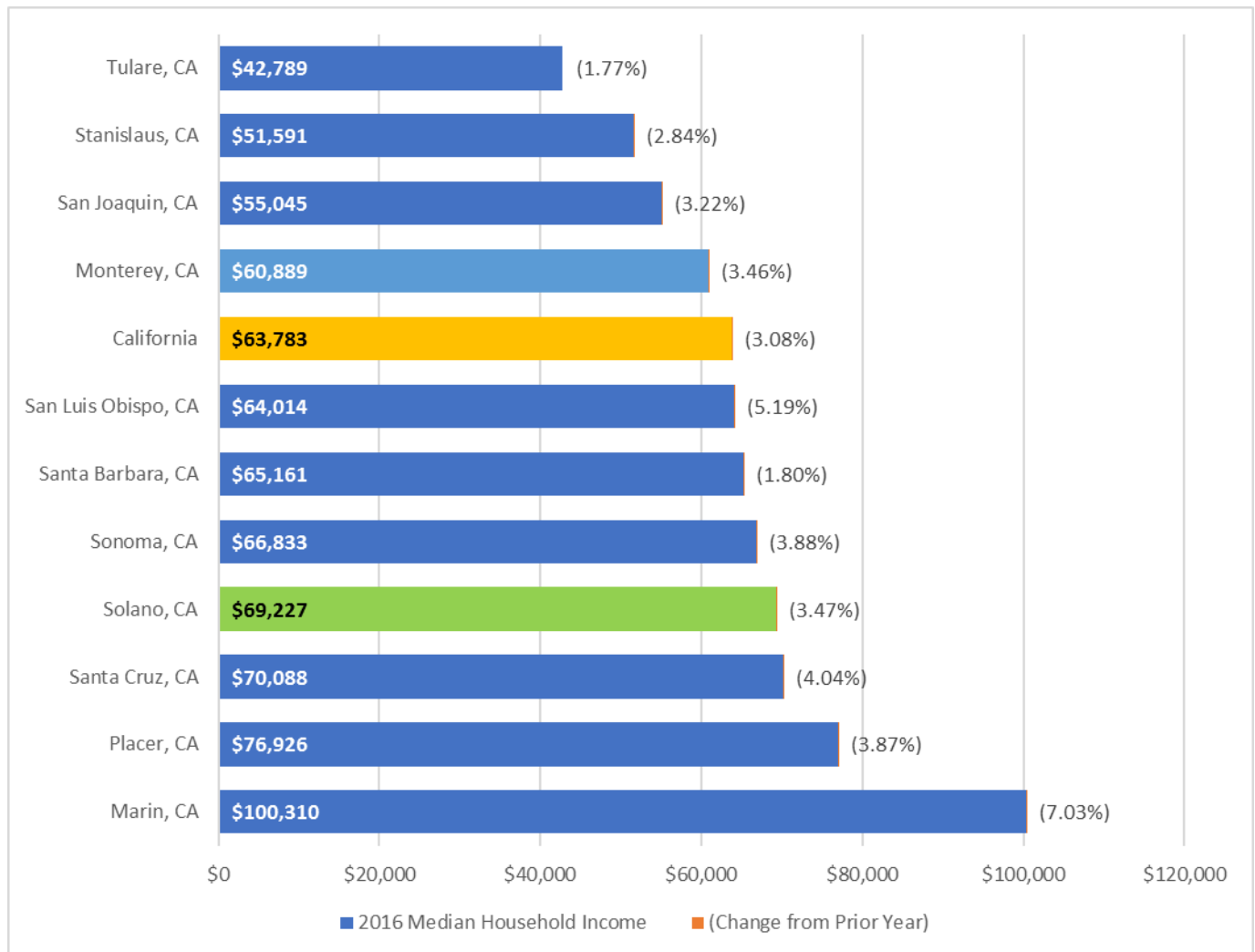
### **MEDIAN HOUSEHOLD INCOME COMPARISONS AMONG BENCHMARK COUNTIES**

Median household income is comprised of the average income of every resident (within that household) over the age of 15. Sources of income include personal wages and salaries, disability payments, including child support payments received, along with personal business earnings, investments and other routine sources of income.

The *2017 Index of Economic and Community Progress* reports that along with per capita income, median household income is a good indicator of how typical households generate and use income, including spending and savings.

According to the 2016 statistics from the California Department of Finance, *American Community Survey 2012-2016*, Solano County ranks as the fourth highest in median household income when compared to benchmark Counties. Solano County's median household income of \$69,227 in 2016 is an increase of \$2,399 per household (or 3.59%) over the previous year (2015). Even with modest gains, Solano County still outpaced 63.6% of the benchmark Counties (or 7 out of 11) in median household income, including the State. By comparison, Solano County outperformed the State of California's median household income of \$63,783 by \$5,444 (or 8.5%).

### **CHANGE IN MEDIAN HOUSEHOLD INCOME IN BENCHMARK COUNTIES – 2016 DATA**



Source: 2012-2016 American Community Survey, CA Department of Finance – Figures are based on 2016 inflation dollars

## HEALTH INSURANCE COVERAGE, HOW WE COMPARE

Health insurance is a means for financing a person's health care expenses. While the majority of people in the United States have private health insurance, primarily through an employer, many others obtain coverage through programs offered by the government. Other individuals do not have health care at all, which can greatly impact the services they receive and escalate the costs associated with health care, the poor, and the long-term outcomes of those without coverage.

Nationally, the percentage of people without health insurance coverage decreased by 3.1% between 2014 and 2016, from 11.7% (or 36.7 million people) uninsured in 2014 to 8.6% (or 27.3 million people) uninsured in 2016. After several years of a relatively stable uninsured rate between 2008 and 2013, as measured by the American Community Survey (ACS), the percentage of people who were uninsured dropped by 2.8% between 2013 and 2014. The overall number of uninsured residents continued to trend downward between 2014 and 2015.

According to the ACS, the national increase in the percentage of the population covered by health insurance was due to an increase in both private and government coverage. The rate of private coverage increased by 1.1 percentage points to 67.5% in 2015 (up from 66.4% in 2014), and the government coverage rate increased by 1.5 percentage points to 34.7% (up 33.2% from 2014).

In California, the percentage of people with health insurance coverage (either private or public) increased from 87.6% in 2014 to 92.7% in 2016, or 5.1% overall. The increase translates to more than 2,389,166 additional Californians gaining access to health care coverage over the course of two years. The percentage of Californians with private health insurance coverage, either from an employer or private payer, increased just over 1% from 61.8% in 2014 to 63.0% in 2016. On the contrary, the percentage of Californians with public health insurance increased 4.6% to 38.9% in 2016, up from 34.3% in 2014. As a result, and with the continuing expansion of the Affordable Care Act (ACA) and Covered California, the total number of Californians without health coverage (private or public), dropped from 12.4% in 2014 to 7.3% in 2016, marking a 5.1% decrease within the course of two years.

## PUBLIC ASSISTANCE AND HEALTH CARE COVERAGE IN SOLANO COUNTY

Solano County's Health and Social Services *Unduplicated Individual Count* report states that in December 2006, 14.7% of the County's population was receiving some form of public assistance, including CalFresh, CalWORKs, General Assistance and / or Medi-Cal (healthcare). In 2010, at the bottom of the recession, the percentage of the population receiving some form of public assistance increased to 18.7%. Today, 24.5% of the County's total population receives some form of public assistance (see chart above).

The increase is due to the 2014 ACA (Affordable Care Act) expansion of Medi-Cal, designed to cover greater numbers of the working poor, many of whom previously lacked any options for healthcare coverage. While the numbers of residents needing public assistance in the form of cash aid has decreased to lower than pre-recession levels, the total number of residents accessing healthcare coverage through Medi-Cal is over 1.5 times what it was 12 years ago. Today, approximately 23.4% of the total County population relies on Medi-Cal for healthcare access, as compared 14% in December 2006.

### PERCENTAGE OF RESIDENTS WITH HEALTH INSURANCE IN BENCHMARK COUNTIES

	Health Insurance Coverage	Private Health Insurance	Public Health Insurance	No Health Insurance Coverage
Marin	93.6	78.6	29.6	6.4
Placer	96	80.5	31.4	4.0
<b>Solano</b>	<b>94.6</b>	<b>69.8</b>	<b>40.2</b>	<b>5.4</b>
Sonoma	94.2	71.2	37.5	5.8
San Luis Obispo	94.2	76.1	34.1	5.8
Santa Cruz	95.4	72.5	36.2	4.6
San Joaquin	93.9	59.4	44.7	6.1
Stanislaus	94.8	57.8	48.1	5.2
<b>California</b>	<b>92.7</b>	<b>63.0</b>	<b>38.9</b>	<b>7.3</b>
Santa Barbara	90.5	64.0	38.3	9.5
Tulare	90.5	45.1	53.5	9.5
Monterey	90.5	57.5	42.3	9.5

*Source: 20162 American Community Survey - Health Insurance Coverage. Percentages do not sum up to 100%. Numbers for Private and Public Health Insurance reflect partial coverage and individuals may be counted in both columns.*

### PERCENTAGE OF RESIDENTS RECEIVING SOME FORM OF PUBLIC ASSISTANCE IN SOLANO COUNTY

Point in Time Data	May 2018	December 2010	December 2006
Individual Count	107,820	77,393	60,523
% of Population	<b>24.5</b>	<b>18.7</b>	<b>14.7</b>
Total Population	439,793	413,129	411,351

*Source: Solano County Health and Social Services Unduplicated Individual Count report*

## COMMUTING PATTERNS IN SOLANO COUNTY

According to the 2017 *Index of Economic and Community Progress*, Solano County has experienced a net outflow of workers over time. In 2015 (the latest year for which data are available), more than 119,500 Solano County residents were commuting every week to work outside the County. There were also more than 77,500 people coming into Solano County for work every week. Approximately 35.8% of Solano County's working residents live and work in Solano County as of 2015, the largest percentage of working residents since 2011. Conversely, 64.2% of residents commute outside of the County to work.

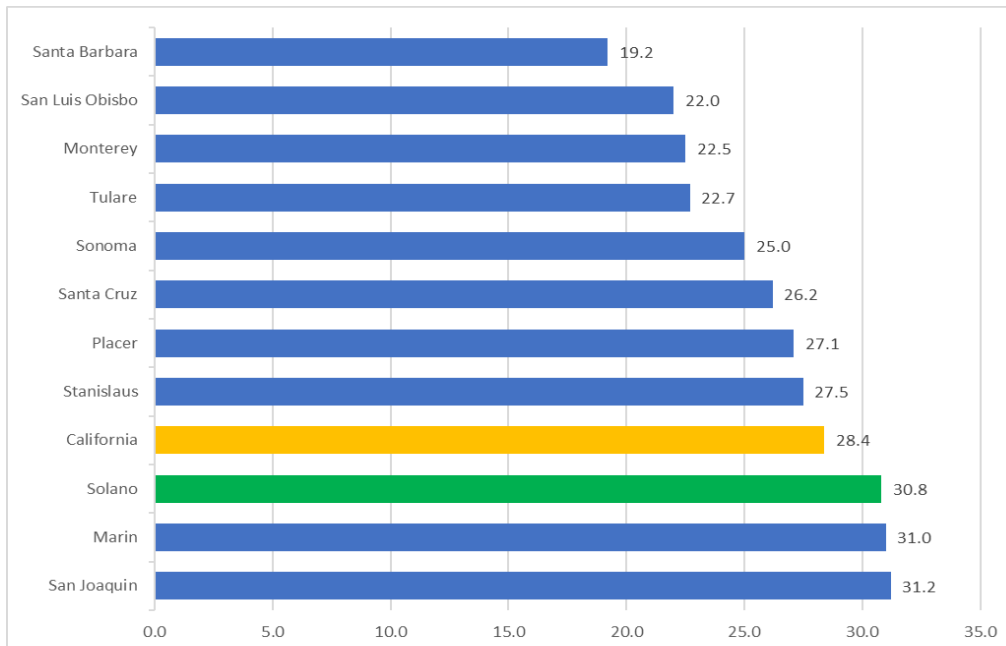
### WHERE SOLANO COUNTY RESIDENTS GO TO WORK

COUNTY	2007		2010		2014		2015	
	Count	Share	Count	Share	Count	Share	Count	Share
<b>Solano County</b>	<b>63,531</b>	<b>35.9%</b>	<b>59,782</b>	<b>35.9%</b>	<b>62,431</b>	<b>34.8%</b>	<b>66,899</b>	<b>35.8%</b>
Alameda County	25,064	14.2%	21,165	12.7%	22,412	12.5%	23,431	12.5%
Sacramento County	16,268	9.2%	14,110	8.5%	15,037	8.4%	15,720	8.4%
Napa County	9,570	5.4%	11,318	6.8%	12,065	6.7%	12,288	6.6%
San Francisco County	9,824	5.5%	9,613	5.8%	11,397	6.3%	12,207	6.5%
Santa Clara County	11,084	6.3%	10,506	6.3%	11,355	6.3%	11,635	6.2%
San Mateo County	6,387	3.6%	5,364	3.2%	6,097	3.4%	6,432	3.4%
Marin County	5,635	3.2%	4,844	2.9%	5,293	2.9%	5,300	2.8%
Sonoma County	4,403	2.5%	4,327	2.6%	4,791	2.7%	5,001	2.7%
Other locations in Labor shed	4,261	2.4%	3,851	2.3%	4,731	2.6%	5,514	3.0%
<b>Total Outbound Commuters</b>	<b>113,544</b>	<b>64.1%</b>	<b>106,548</b>	<b>64.1%</b>	<b>117,167</b>	<b>65.2%</b>	<b>119,850</b>	<b>64.2%</b>
<b>Total Inbound Commuters</b>	<b>56,028</b>	<b>46.9%</b>	<b>62,394</b>	<b>51.1%</b>	<b>64,786</b>	<b>50.9%</b>	<b>77,574</b>	<b>53.7%</b>

(Source: Longitudinal Employment and Housing Dynamics, <http://onthemap.ces.census.gov>)

### MEAN TRAVEL TIME FOR WORKING AGE ADULTS IN BENCHMARK COUNTIES

According to 2016 data from US Census Bureau, Solano County has the third longest mean travel time (in minutes) for working age adults who commute both inside and outside of the County, with a mean travel time of 30.8 minutes.



(Source: United States Census Bureau, <https://www.census.gov/quickfacts/geo/SolanoCounty>)

## Solano County Statistical Profile

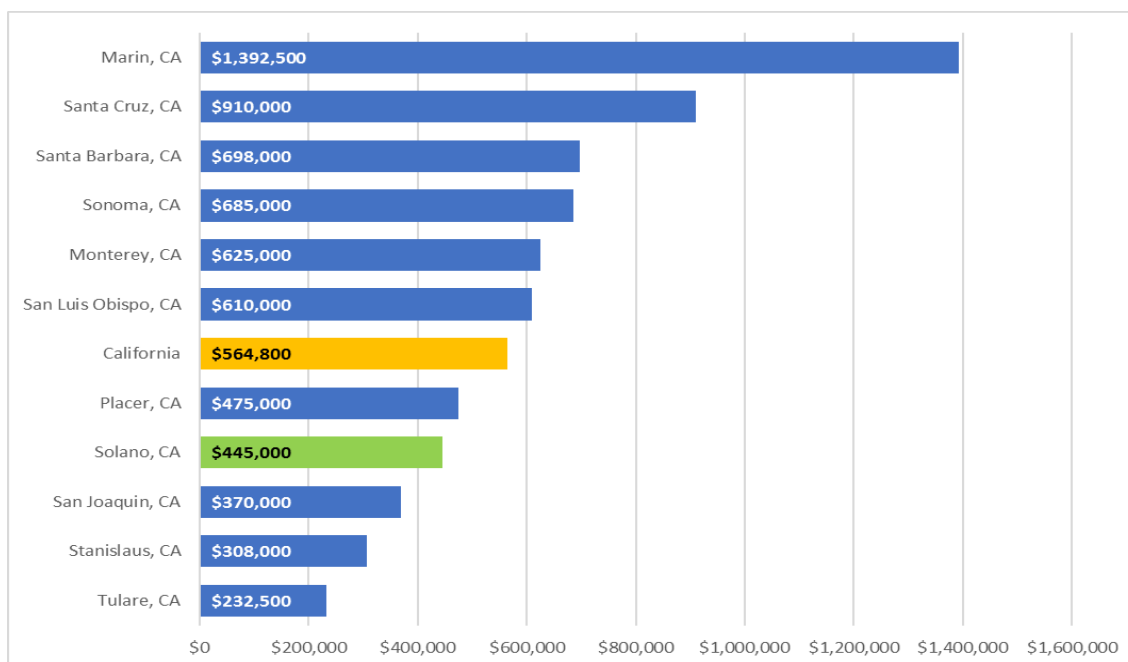
### Birgitta E. Corsello, County Administrator

#### HOUSING AFFORDABILITY

The California Association of REALTORS® reports that Solano County's median home price in March 2018 was \$445,000, a \$45,000 or 11.2% increase from March 2017. While this value has risen considerably over the past year, housing prices in Solano County remain affordable when compared to the Bay Area, where the average home price is \$712,000 (May 2018).

Solano County ranks fourth in housing affordability among the 11 benchmark Counties and two spots below the state. The average home price in Solano County is 21.2% (or \$119,800) lower than the state average. Solano County's average home price is \$30,000 (or 6.3%) less than the next highest benchmark County; Placer County, and \$947,500 (or 68%) less than the most expensive of the benchmark Counties; Marin County.

#### AVERAGE HOUSING PRICES WHEN COMPARED TO BENCHMARK COUNTIES



(Source: The California Association of REALTORS®)

#### SOLANO COUNTY CITIES MEDIAN HOME VALUES, YEAR-OVER-YEAR CHANGE, 2017-2018

CITY	March 1, 2018	March 1, 2017	% Change
Benicia	\$647,509	\$588,586	10.0%
Dixon	\$431,782	\$403,716	6.9%
Fairfield	\$445,500	\$416,543	6.9%
Rio Vista	\$371,789	\$325,515	14.2%
Suisun City	\$386,797	\$355,854	8.7%
Vacaville	\$444,505	\$413,834	7.4%
Vallejo	\$401,251	\$346,681	15.7%

(Source: Zillow Research, a division of the Zillow Group Real Estate Company)

#### HOME AND APARTMENT RENTAL PRICES ARE ALSO ON THE RISE

Rental prices have also slowly increased, another sign of excess demand for both housing purchases and rental housing. According to Zillow Research, in February 2011, the average rental price for one and two-bedroom apartments in Solano County was \$1,687 per month. In December 2017, that figure was \$2,195 per month, an increase of 30.1%.

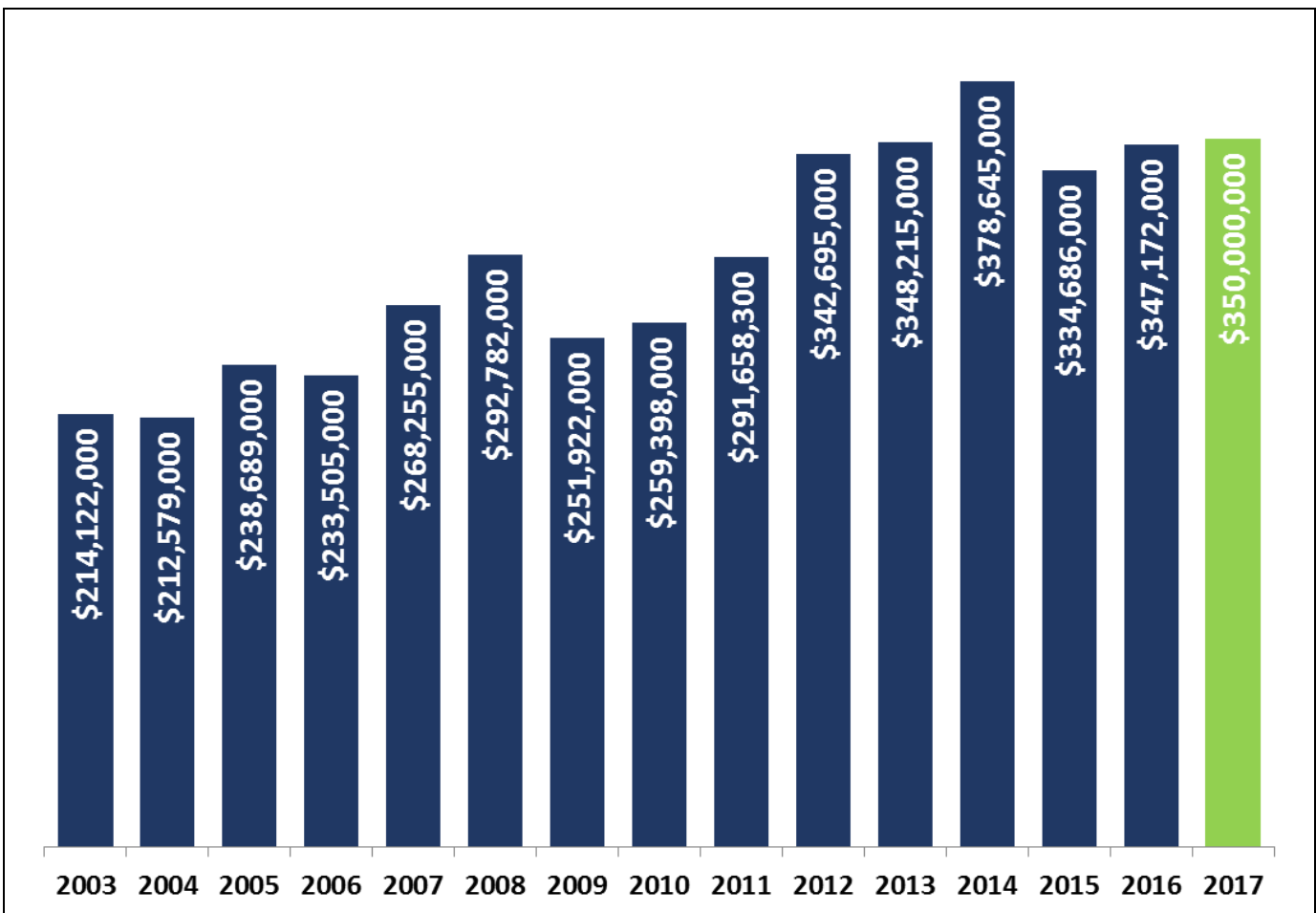
## **SOLANO COUNTY AGRICULTURAL CROP AND LIVESTOCK VALUE**

Solano County Department of Agriculture, Weights and Measures is still working with local growers to determine farm gate value (a farm gate value is the net value of a product when it leaves the farm and after marketing costs have been subtracted) for 2017. Early estimates by the Department put this number more than \$350,000,000, an increase of \$2.82 million dollars (or 1%) over the previous fiscal year and the second highest overall production in the past 14 years.

Walnuts are the top crop again in 2017, with Nursery Products and Almonds rounding off the top three crops. Solano County farmers produce more than 80 different commodities including fruits, nuts, vegetables, grains, seed, nursery stock, livestock, poultry and apiary.

According to the State of California Employment and Development Department's (EDD) April 2018 report, Solano County supports approximately 1,300 farm related jobs, down 200 positions (or 13.4%) from the previous year. While agricultural jobs only make up a small fraction of all jobs in the County (less than 1%), agricultural production is part of a much larger industry cluster that spans the full spectrum of economic activity, including activity from before the crops get into the field to the value-added processing in consumer products. The Moving Solano Forward project identifies this food-chain cluster as supporting more than 8,940 jobs and \$1.54 billion in economic output (as of 2017, the latest date the data is available), representing approximately 7.8% of the County's total \$19.65 billion-dollar Gross Regional Product.

### **2017 ESTIMATED GROSS AGRICULTURE CROP VALUES FOR SOLANO COUNTY**



*Source: County of Solano Agricultural Commissioner (\*very early estimates for the 2017 Crop Report)*

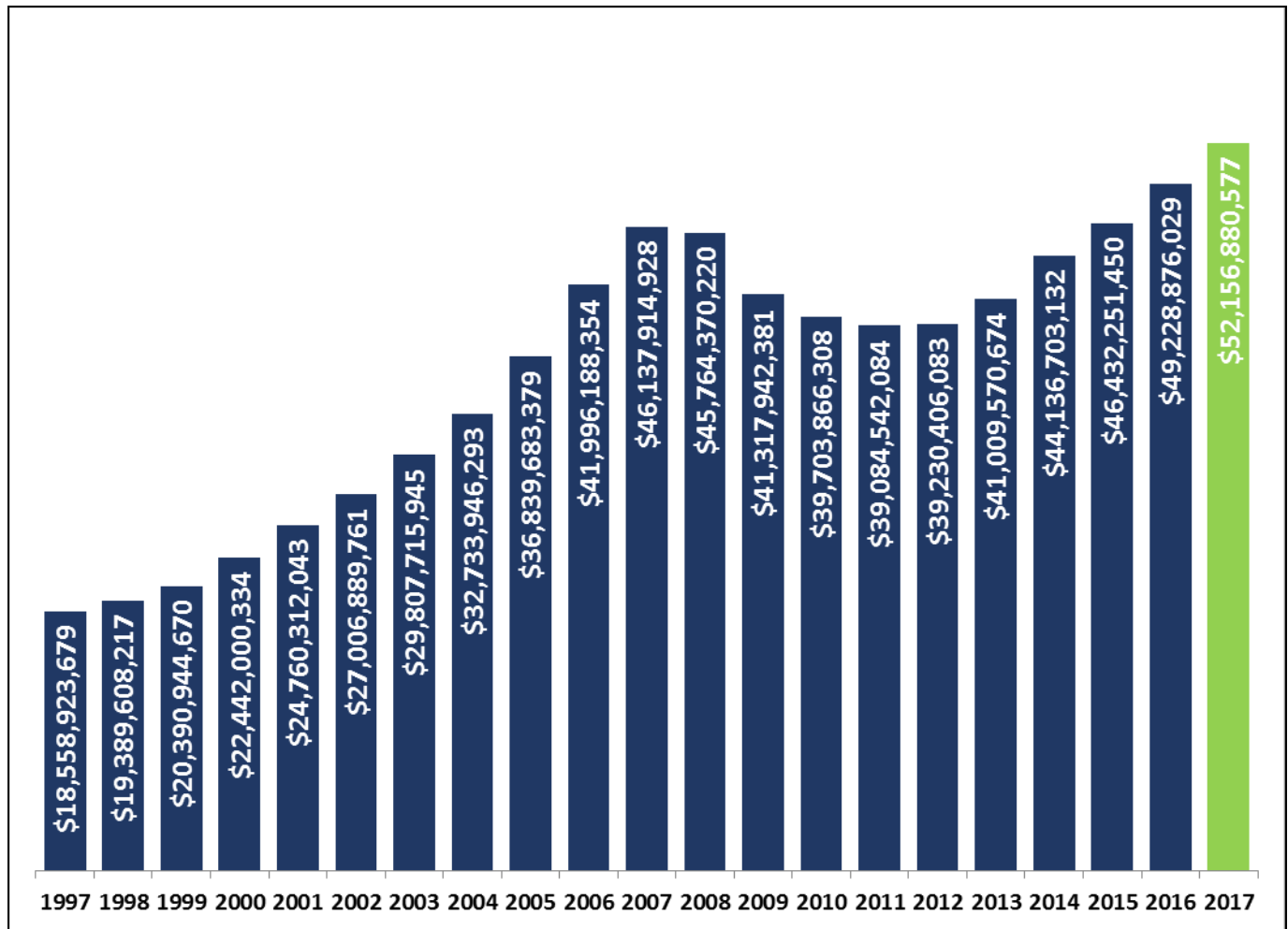
## **COUNTY ASSESSED VALUES AND GROWTH**

Property taxes are a major source of local governmental revenues and are determined by assessed values. The property tax rate throughout the State of California is 1% of assessed values. The FY2017/18 Property Assessment Roll of \$52.1 billion increased 5.9% (or \$2.9 billion) from the prior year's roll value and represents property ownership in Solano County as of January 1, 2017. This is the sixth year of increasing assessed values since the bottom of the market in 2011.

Some lingering effects of the Great Recession can still be felt in the assessed values of properties in Solano County, which experienced dramatic drops in median home prices and high numbers of foreclosures. Per the California Association of REALTORS®, the median home price fell from a high of \$475,755 in 2006 to a low of \$179,000 in 2011. As of March 2018, the median home price in Solano County is \$445,000, up 11.2% from the \$400,000 median home value in 2017.

The real estate market recovery for resale continues to fuel the decrease in the number of properties on Proposition 8 status - a temporary reduction in property values below their established Proposition 13 base year value. Per the Solano County Assessor-Recorder's Office, there are 146,216 parcels County-wide. As of August 2017, 14,430 of those parcels remain on Proposition 8 status, 3,893 parcels fewer than August 2016. At its peak 2012, the total number of parcels on Proposition 8 status was 78,000 parcels Countywide.

### **LOCAL ASSESSED VALUES FOR SOLANO COUNTY**



Source: County of Solano, Assessor-Recorder's Office, August 2017



## **BUILDING PERMITS IN SOLANO COUNTY**

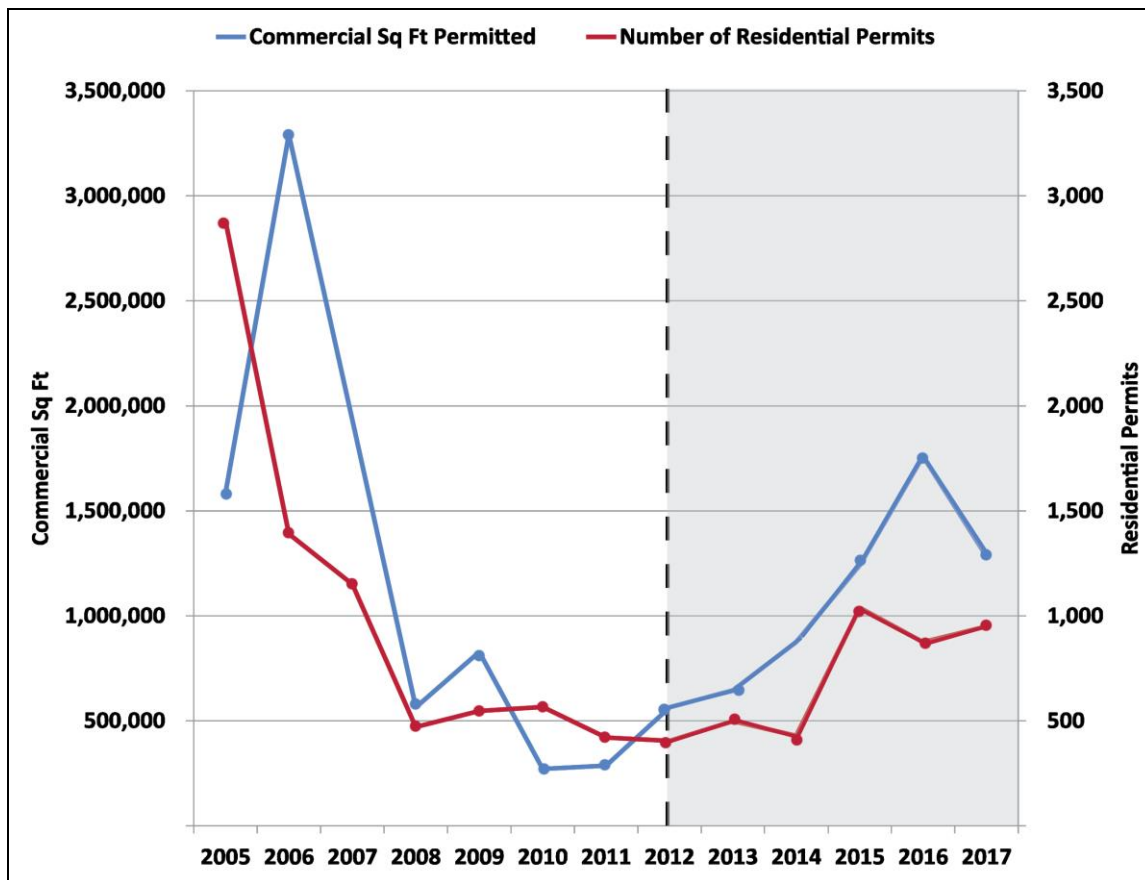
According to the *US Census Bureau for Construction Spending and 2017 Index of Economic and Community Progress*, building permits generally act as a leading indicator of economic activity, predicting the growth of construction jobs and the demand for raw materials in order to build residential and commercial units.

Commercial space construction is a powerful indicator of confidence in the local and regional economies, as employers build and/or occupy more space as a business grows. Solano County permitted approximately 1.28 million square feet of new commercial space in FY2016/17, down approximately 27% from the 1.76 million square feet permitted the previous fiscal year, and down approximately 61% from the market high of 3.25 million square feet issued in FY2005/06.

Residential building permits are another way to forecast an increase in housing units, construction activity around housing, and subsequent impacts on the economy. The County issued 950 new building permits for residential, single-family housing units in FY2016/17, 75 more units than the previous fiscal year – and almost double the number of annual permits issued between fiscal years 2008 through 2014.

While commercial and residential permits fluctuate from year to year, the overall trend is that building permits for both commercial and residential construction continues a slow growth. Also, given the recent regional housing shortfalls, homes that were destroyed in the Atlas Peak Fire and current interest rate environments, compensation for home contractors is anticipated to impact local permits for some time.

### **SOLANO COUNTY RESIDENTIAL AND COMMERCIAL BUILDING PERMITS, FISCAL YEARS 2004-2005 TO 2016-2017 / COMMERCIAL SQUARE FEET AND RESIDENTIAL UNITS PERMITTED**



Sources U.S. Census Bureau & 2017 Index of Economic and Community Progress



# Solano County Statistical Profile

## Birgitta E. Corsello, County Administrator

### 2011 PUBLIC SAFETY REALIGNMENT AND ASSEMBLY BILL 109

Since the implementation of Assembly Bill 109 (AB 109) in October 2011, the Solano County jail population continues to fluctuate. As of March 2018, the County jail was housing 52 parole violators (known as 3056 PC), 48 Post Release Community Supervision (PRCS) violators and 104 locally sentenced offenders (known as 1170 offenders), contributing to more than 21.6% of the 944 -average daily population.

Prior to Public Safety Realignment, the County jail population consisted of individuals awaiting trial and inmates serving sentences of less than one year. Today, after realignment, convicted individuals are now serving sentences up to 10 years in local County jails rather than State prison.

To address the evolving inmate population because of realignment, the County is pursuing a two-prong approach – increasing capacity within the jail system and incorporating training programs into the jails to provide offenders with skills to enhance their ability to successfully re-enter the community. Non-serious, non-violent, non-sex offenders have transitioned from supervision by State parole officers to County probation officers. While this shift did not increase the population of supervised offenders in Solano County, it shifted the supervising agency, leaving Counties to address supervision and recidivism.

### SNAPSHOT – CHANGES IN POPULATION UNDER SUPERVISION IN SOLANO COUNTY JAILS (3-YEARS)

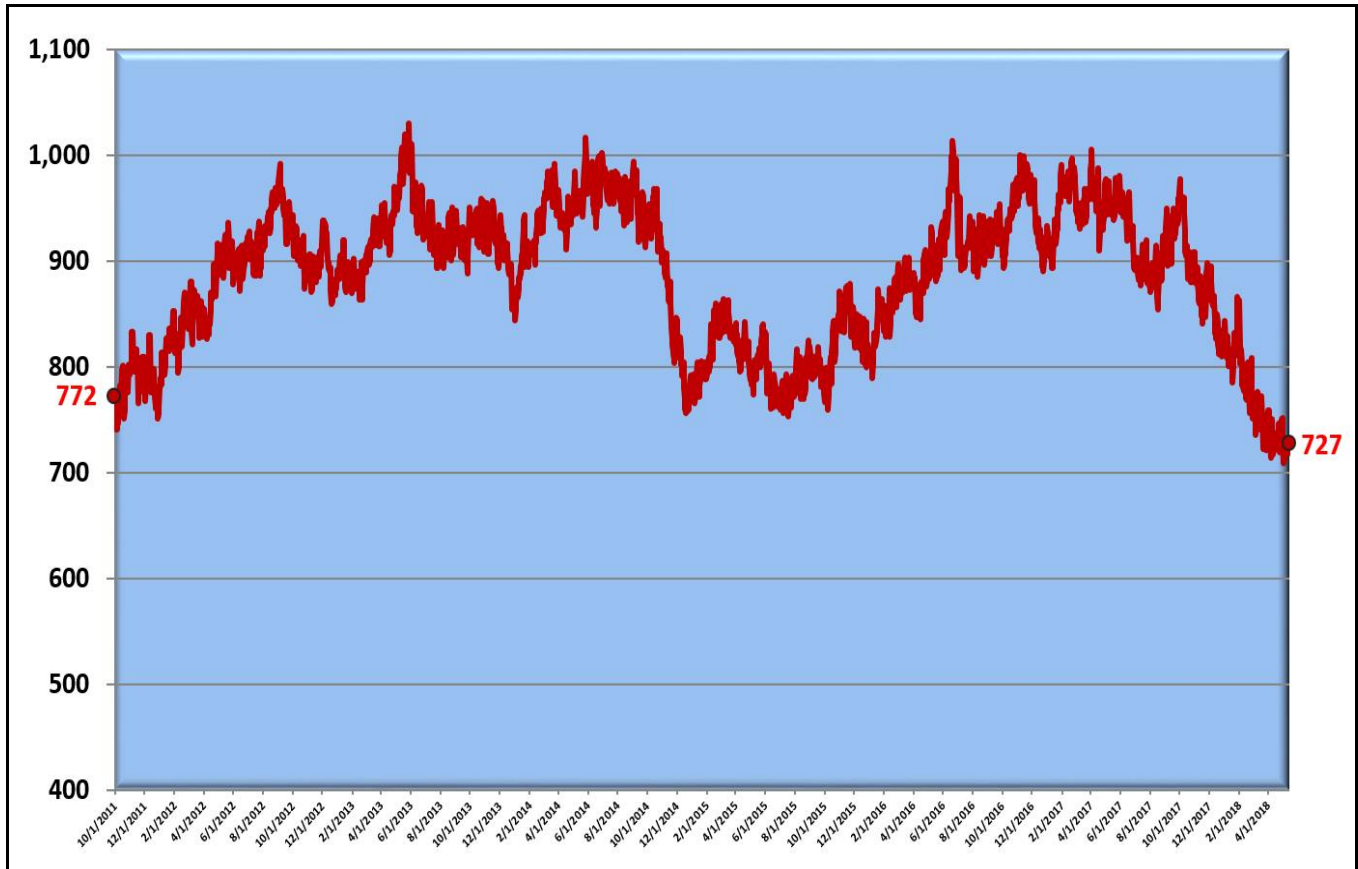
	State Parole	County Probation			Sheriff - Custody				Total
	Adults	PRCS	1170h PC	Adults	3056 PC	1170h PC	PRCS	Other	
March -16	444	308	112	2,531	47	88	48	787	4,365
March -17	372	321	97	2,540	38	119	57	821	4,365
March -18	367	384	98	2,565	52	104	48	560	4,178
Change from 2017	-5	63	1	25	14	-15	-9	-261	-187
% Change	-1.4%	16.5%	1.1%	1.0%	27.0%	-12.7%	-15.8%	-31.8%	-4.3%
Change from 2016	-77	76	-14	34	5	16	0	-227	-173
% Change	-17.4%	19.8%	12.5%	1.4%	9.7%	15.4%	0.0%	-28.9%	-4.3%

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

The FY2018/19 Recommended Budget reflects a projected decrease of approximately 200 inmates to the average daily jail population from the previous fiscal year. On October 1, 2011 – the day AB 109 went into effect – the Solano County 30-day average daily jail population was 772 inmates. As illustrated in the following chart, over the next seven and one-half years, the average daily jail population has grown and contracted several times. As of May 10, 2018, the latest date the data is available, the 30-day average jail population is 727 inmates. This is 45 fewer inmates on average than when AB 109 jail population data was first collected.

This decrease is attributed to many factors, including an increase in pre-trial releases; an increase in split sentencing by the Courts, reducing time served; implementation of the Humphrey Decision (January 2018), whereby judges must consider offender's ability to post bail and when appropriate, reduced bail amounts, bail alternatives and the reduction of leased jail beds (March 2018). Additionally, while the jail population has decreased, the Sheriff has seen an increase in the number of inmates requiring Administrative Separation (AdSep). Inmates requiring AdSep are more prone disrupt jail operations and are therefore placed in a cell by themselves – a cell that would normally house two inmates.

**SNAPSHOT – JAIL POPULATION TREND, OCTOBER 1, 2011 – MAY 14, 2018**



#### **PROP. 57 – PAROLE FOR NON-VIOLENT CRIMINALS AND JUVENILE COURT TRIAL REQUIREMENTS**

The passing of Proposition 57 (Prop 57) on November 8, 2016 allows parole consideration for nonviolent felons, changes policy on juvenile prosecution in adult courts and authorizes sentence credits for rehabilitation, good behavior and education. Prop 57 also permits the parole board to release nonviolent prisoners once they have served the full sentence for their primary criminal offense. Previously, prisoners served extra time for sentence enhancements, such as those for repeat offenders. The Department of Corrections and Rehabilitation has proposed uniform parole rules that are not yet finalized.

Under Prop 57, several criteria must be considered by the courts before determining whether a minor should be prosecuted in the Juvenile or Adult Court, including the degree of criminal sophistication exhibited by the minor, whether the minor can be rehabilitated prior to the expiration of the juvenile court's jurisdiction, the minor's previous delinquent history, the success of previous attempts by the juvenile court to rehabilitate the minor and the circumstances and gravity of the offense alleged in the petition to have been committed by the minor.

The law does not seem to have had an effect on the Solano County jail population, as there have been only approximately ten transfer hearings and several concluded with the minor remaining in the juvenile court. All minors that are detained will be held in the Juvenile Hall and not the County jail. Since the burden is on the prosecution to prove to the Juvenile Court Judge that a minor cannot be adequately rehabilitated by the Juvenile Justice system, the District Attorney, Public Defender and Probation Departments are the most impacted, as juvenile transfer hearings involve a great deal of investigation and expertise.

**Solano County Statistical Profile**  
**Birgitta E. Corsello, County Administrator**

**PRINCIPAL TAX PAYERS**

<b>COUNTY OF SOLANO, CALIFORNIA</b>			
<b>Principal Taxpayers with over \$50,000,000 in Assessed Value for FY2017-18</b>			
<b>Principal Property Tax Payers</b>	<b>Business Type</b>	<b>Assessed Value</b>	<b>Tax Obligation</b>
Valero Refining Company	Energy	\$909,925,210	\$6,655,651
Genentech, Inc.	Manufacturing	\$872,366,969	\$10,424,160
Pacific Gas and Electric	Utility	\$728,337,304	\$11,801,230
Anheuser-Busch	Manufacturing	\$288,242,454	\$3,359,590
Shiloh Wind Project II, LLC	Energy	\$204,796,471	\$2,115,547
Solano 3 Wind, LLC	Energy	\$203,035,997	\$2,097,361
Star-West Solano, LLC	REITS & Finance	\$183,690,776	\$2,134,222
California Northern Railroad	Transportation	\$165,360,415	\$2,263,234
Shiloh III Wind Project	Energy	\$163,885,207	\$1,692,934
ICON Owner Pool, LLC	Transportation	\$136,092,618	\$1,607,904
Shiloh IV Wind Project, LLC	Energy	\$135,833,472	\$1,403,159
PW Fund A, LP	Warehouse	\$133,628,120	\$1,643,131
Netxera Energy	Energy	\$117,775,613	\$1,216,622
Invitation Homes, Inc.	Manufacturing	\$116,339,893	\$1,546,451
Alza Corporation	Manufacturing	\$111,964,034	\$1,330,303
Shiloh I Wind Project, LLC	Energy	\$106,108,844	\$1,096,104
CPG Finance II, LLC	Commercial Sales & Service	\$105,951,155	\$1,292,340
Pacific Bell Telephone	Utility	\$105,209,710	\$1,596,381
NT Dunhill I, LLC	Real Estate	\$95,370,389	\$1,327,640
SFPP, LP	Energy	\$92,825,911	\$1,325,682
Meyer Cookware Industry, Inc.	Distribution / Manufacturing	\$91,334,232	\$1,089,218
High Winds, LLC	Energy	\$85,790,176	\$886,212
Park Management Corp.	Theme Park	\$84,709,333	\$1,047,071
Centro Watt Property Owner II	Commercial Sales & Service	\$80,453,724	\$1,043,939
Kaiser Foundation Hospitals	Health Care	\$77,285,542	\$1,049,068
JDM 111 2600 Napa, LLC	Warehouse	\$61,710,000	\$664,779
Prime Ascot, LP	Real Estate	\$60,531,021	\$1,050,802
RXD Nova Pharmaceuticals, Inc.	Heavy Industrial	\$58,470,772	\$690,664
Wal-Mart Real Estate	Real Estate	\$58,147,120	\$678,706
Sequoia Equities-River Oaks	Real Estate	\$56,686,146	\$676,431
Ball Metal Beverage Corp.	Distribution / Manufacturing	\$56,638,852	\$599,894
6801 Leisure Town Rd., Apt. Inv.	Real Estate	\$56,464,509	\$682,675
N/A Rolling Oaks - 88, LP	Real Estate	\$56,347,702	\$666,351
AMFP III Verdant, LLC	Improved Multiple Residential	\$54,513,330	\$829,952
GPT Fermi Drive Owner, LP	Warehouse	\$54,000,000	\$626,998
State Compensation Insurance Fund	Insurance	\$53,790,630	\$686,951
EMRE Ergas	Wind Turbines / Energy	\$50,986,410	\$526,689
<b>*NOTE: The tax obligation is calculated at 1 percent + voter approved bonds and any special assessments. Rates may vary by Tax Area Code. LLC - Limited Liability Company   LP - Limited Partnership</b>		<b>\$6,074,600,061</b>	<b>\$71,426,046</b>

Source: County of Solano, Tax Collector/County Clerk, March 2018

### 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.

## Budget Construction & Legal Requirements

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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).

### 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 10<sup>th</sup> 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 FY2018/19 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, providing for access to services, health care, dental care and mental health, assisting our vulnerable including seniors, children, and the disabled. 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, encouraging environmentally friendly building and business activities that helps create a high quality of life in Solano County.

The County General Plan was updated and approved by the voters in 2008. The implementation of the various components of the General Plan is still ongoing, including working on plans for a sustainable Travis Air Force Base, a regional park district, and groundwater and water resource management.

**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 and adult recidivism, emphasizing education and training, positive parenting and restorative justice as 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 and continuous quality improvement, survey and focus groups, succession planning, employee training and development, technology investment and financing of capital projects and renewal efforts to ensure access to services in the future.

### **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 through programs and services.

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.

## Budget Construction & Legal Requirements

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- 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.
- The Budget should have a goal to annually add \$2-3 million to Deferred Maintenance Capital Renewal Reserves.
- Discretionary revenues should be maximized to allow the Board options for the funding of beneficial local programs and services.
- 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. 2011 Realignment Revenues include AB 109 funds reviewed and programmed through the Community Corrections Partnership.
- 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, Pension 115 Trust/CalPERS Reserve, and for Deferred Maintenance/Capital Renewal, 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 FY2018/19 Budget Hearings will commence Tuesday, June 19, 2018 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 FY2017/18

#### 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 FY2018/19 Net County Cost or General Fund (GF) Contribution to programs will not exceed their FY2017/18 Midyear projection and have no new programs or positions unless revenue-offset.
2. Labor Costs: All employee approved MOU's are included in FY2018/19 Budget. The County anticipates continued increases in PERS employer rate effective FY2018/19, with significant increases in the future. In this regard, Departments should continue to pursue lowering labor costs where possible, developing efficiencies in the delivery of services, searching for opportunities to automate, streamline services where feasible, 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



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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 FY2018/19, 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.
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 target level equal to 10% of the County's total budget excluding interfund transfers, with a minimum balance of \$20 million at all times. The current reserve is \$46.1 million which is currently 56% of the target Reserve of \$82.1 million. 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).
4. The General Fund General Reserve should not be used to support recurring operating expenditures.
5. 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 State and federal 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

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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 Midyear, 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. The current recommendation from staff for FY2018/19 is to fund the General Fund Contingency at \$12 million. The final amount will be determined by close out of the budget reconciliation. 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.

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 consummate 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 and/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.

## Budget Construction & Legal Requirements

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- 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.

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.
- 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-Past Actions by the Board of Supervisors

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. Authorization to recruit for vacant positions was reviewed in terms of the definition of "Mission Critical" positions presented to the Board on October 4, 2011 and was further defined in June 2013.

In FY2018/19, due to Increasing salary and benefits costs associated for current and new positions authorized to meet mandates and Board approved promotions, the County Administrator recommends to the Board that the County continues a hiring policy that requires the CAO office to deliberately review all permanent, limited-term, part-time, and extra-help positions when they become vacant to see if they should be retained and rehired with new employees. Departments will have to demonstrate the critical need in operations and funding strategies to the CAO office for any new additional positions to be added during the fiscal year.

1. Duration

This Policy will be in effect for FY2018/19 and until the State and federal budgets 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.

### 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.

### 3. Hiring Guidelines

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 actions in preparation for reductions that may be required for the future. These actions, reaffirmed by the Board in 2011. 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.

## Budget Construction & Legal Requirements

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- 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 may be directed to take whatever steps necessary to end the fiscal year with no increase in County Contribution.

### 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.
- 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 \$75,000 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 \$75,000 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 \$75,000 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 \$75,000 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 \$75,000 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 \$75,000 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 – Intrafund 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 \$75,000 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 Transfers-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-Milias-Brown Act (MMBA) with represented employees.
- Approval of grant application submissions when the amount of the grant is less than \$75,000 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 \$75,000. 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 in consultation with County Counsel and County Administrative Officer.
- Affirm the County's practice 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 either separating the employee from service or, with the justification, continuing the employment and providing retirement benefits in the same manner as represented employees. Authorize the Director of Human Resources to review the classifications for unrepresented and at-will employees.
- Affirm that the Director of Human Resources shall implement benefit changes for unrepresented employees in the Executive Management, Senior Management and the Confidential Group consistent with the benefits received by represented employees.



## Budget Construction & Legal Requirements

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

- Deposit prior year SB 90 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.
- After the adoption of the Budget for FY2018/19, direct the Auditor-Controller, with the County Administrator's recommendation and approval, to:
  - As part of FY2017/18 closeout, transfer and/or redistribute BOS approved County General Fund Contribution between Departments within Fund 900 (Public Safety) and between Departments/Divisions for Fund 902 (Health & Social Services), provided that the BOS approved General Fund Contribution/Appropriation amount directed to each of the individual Funds 900 and 902 remains within the approved County General Fund Contribution/Appropriations amount.
  - In addition, as part of FY2017/18 closeout, if the Midyear projection of Fund Balance for the General Fund is not met (estimated at \$26.9 million), then County Administrator will authorize the Auditor-Controller to reduce, in this order, Accrued Leave Payoff, Capital Renewal, CalPERS Reserve, and then General Fund Contingency for FY2018/19 by the amount short of the projection.
  - As may be authorized by the Board of Supervisors following Budget Hearing deliberations:

Increased Deferred Maintenance/Capital Renewal by \$3.0 million, CalPERS Reserves by \$4.8 million, Accrued Leave Payoff by \$1.0 million. (Reference Schedule 4)

If the amount of the General Fund's Year-end Fund Balance at June 30, 2018 exceeds the Midyear projections for FY2017/18, the County Administrator is authorized to direct the Auditor-Controller to increase unrestricted Fund Balance to finance the gap between revenues and expenditures for FY2018/19 of any amount and to transfer year-end General Fund Balances to all or some of the following committed/restricted reserves in the following manner:

    - Any amount up to \$5 million to Deferred Maintenance/Capital Renewal Reserves
    - Any amount up to \$5 million to the CalPERS Reserves and/or 115 Trust
    - Any amount up to \$4 million to General Fund Reserves
    - Partially or wholly payoff the outstanding principal balance of the General Fund loan for Pension Obligation Bonds

### In addition:

- 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.
- Authorize the Auditor-Controller to increase General Fund Reserves by repayments from Pension Debt Services Fund and other General Fund Loans.

**Listed below are actions delegated to the Chief Information Officer:**

- Approval of all automation hardware and software purchases to ensure conformity with established standards, procedures and policies
- Approval of all software license agreements
- Approval of all end-user license agreements
- Approval of all software escrow agreements
- Approval of all work orders for IT contractors, within annual appropriations
- Approval of all agreements for communications services, within annual appropriations
- Approval of annual software maintenance agreements and hardware maintenance agreements for acquisitions previously approved by the Board, within annual appropriations
- Approval of appropriation transfers within the Department between fixed assets and services and supplies for the acquisition of hardware and software within annual appropriations
- Approval of all hardware and software acquisitions as well as substitutions of technology products included in the Department's budgeted fixed assets, within Board approved annual appropriations
- Authority to adopt standards for and acceptable manufacturers of hardware, software, and automation technology that may be purchased by the County
- Authority to adopt standards for and acceptable manufacturers of technology devices and components that may be incorporated into public works projects

**Listed below is an additional action delegated to Departments:**

- Request individual purchase of materials and services under \$7,500 in compliance with County Purchasing policies.

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

**COUNTY OF SOLANO  
SCHEDULE 1  
ALL FUNDS SUMMARY  
FY2018/19**

FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
	FUND BALANCE AVAILABLE 06/30/2018 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
<b>GOVERNMENTAL FUNDS</b>							
GENERAL FUND	26,878,870	1,465,000	240,596,259	268,940,129	260,132,279	8,807,850	268,940,129
SPECIAL REVENUE FUNDS	65,329,500	6,468,888	643,402,604	715,200,992	701,825,931	13,375,061	715,200,992
CAPITAL PROJECT FUNDS	1,123,494	0	14,432,638	15,556,132	15,556,132	0	15,556,132
DEBT SERVICE FUNDS	0	167,984	16,568,700	16,736,684	13,932,828	2,803,856	16,736,684
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>93,331,864</b>	<b>8,101,872</b>	<b>915,000,201</b>	<b>1,016,433,937</b>	<b>991,447,170</b>	<b>24,986,767</b>	<b>1,016,433,937</b>
<b>OTHER FUNDS</b>							
INTERNAL SERVICE FUNDS	0	840,280	52,887,724	53,728,004	53,728,004	0	53,728,004
ENTERPRISE FUNDS	0	15,300	8,473,868	8,489,168	8,106,660	382,508	8,489,168
SPECIAL DISTRICTS AND OTHER AGENCIES	0	23,838	704,092	727,930	727,930	0	727,930
<b>TOTAL OTHER FUNDS</b>	<b>0</b>	<b>879,418</b>	<b>62,065,684</b>	<b>62,945,102</b>	<b>62,562,594</b>	<b>382,508</b>	<b>62,945,102</b>
<b>TOTAL ALL FUNDS</b>	<b>93,331,864</b>	<b>8,981,290</b>	<b>977,065,885</b>	<b>1,079,379,039</b>	<b>1,054,009,764</b>	<b>25,369,275</b>	<b>1,079,379,039</b>

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

**COUNTY OF SOLANO  
SCHEDULE 2  
GOVERNMENTAL FUNDS SUMMARY  
FY2018/19**

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2018 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
GENERAL FUND								
001	GENERAL FUND	26,878,870	1,465,000	240,596,259	268,940,129	260,132,279	8,807,850	268,940,129
	TOTAL GENERAL FUND	26,878,870	1,465,000	240,596,259	268,940,129	260,132,279	8,807,850	268,940,129
SPECIAL REVENUE FUNDS								
004	COUNTY LIBRARY	14,897,372	0	20,526,755	35,424,127	34,924,127	500,000	35,424,127
012	FISH/WILDLIFE PROPAGATION	17,479	0	2,021	19,500	19,500	0	19,500
016	PARKS AND RECREATION	50,753	0	1,737,613	1,788,366	1,788,366	0	1,788,366
035	JH REC HALL - WARD WELFARE	126,991	0	11,361	138,352	138,352	0	138,352
036	LIBRARY ZONE 1	24,621	0	1,414,114	1,438,735	1,438,735	0	1,438,735
037	LIBRARY ZONE 2	0	0	46,866	46,866	46,866	0	46,866
066	LIBRARY ZONE 6	0	0	21,113	21,113	21,113	0	21,113
067	LIBRARY ZONE 7	13,135	0	481,273	494,408	494,408	0	494,408
101	ROAD	1,567,307	297,058	21,204,436	23,068,801	23,068,801	0	23,068,801
105	HOUSING REHABILITATION	33,635	0	0	33,635	33,635	0	33,635
110	MICROENTERPRISE BUSINESS	0	0	2,809	2,809	2,809	0	2,809
120	HOMEACRES LOAN PROGRAM	1,645,408	0	18,000	1,663,408	1,663,408	0	1,663,408
150	HOUSING & URBAN DEVELOPMENT	0	0	2,300,000	2,300,000	2,300,000	0	2,300,000
151	FIRST 5 FUTURE INITIATIVE	203,589	0	706,560	910,149	910,149	0	910,149
152	IN HOME SUPP SVCS-PUBLIC AUTH	0	0	17,727,378	17,727,378	17,727,378	0	17,727,378
153	FIRST 5 SOLANO	1,921,896	0	4,381,553	6,303,449	5,779,292	524,157	6,303,449
215	RECORDER SPECIAL REVENUE	7,787,380	0	859,000	8,646,380	8,646,380	0	8,646,380
228	LIBRARY - FRIENDS & FOUNDATION	73,016	0	128,500	201,516	201,516	0	201,516
233	DISTRICT ATTORNEY SPECIAL REV	4,057,187	0	302,000	4,359,187	4,359,187	0	4,359,187
241	CIVIL PROCESSING FEES	506,041	0	161,323	667,364	667,364	0	667,364
253	SHERIFF'S ASSET SEIZURE	210,172	0	1,500	211,672	211,672	0	211,672
254	MENTALLY ILL CRIME OFFENDER	0	0	522,000	522,000	522,000	0	522,000
256	SHERIFF OES	0	0	1,040,030	1,040,030	1,040,030	0	1,040,030
263	CJ TEMP CONSTRUCTION	639,411	0	252,997	892,408	892,408	0	892,408
264	CRTHSE TEMP CONST	36,069	0	242,047	278,116	278,116	0	278,116

## State of California Schedule 2 Governmental Funds Summary

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2018 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
278	PUBLIC WORKS IMPROVEMENT	132,754	0	550,236	682,990	682,990	0	682,990
281	SURVEY MONUMENT PRESERVATION	59,424	0	11,605	71,029	71,029	0	71,029
282	COUNTY DISASTER	(96,849)	0	100,648	3,799	3,799	0	3,799
296	PUBLIC FACILITIES FEES	18,089,935	0	5,563,287	23,653,222	23,653,222	0	23,653,222
326	SHERIFF - SPECIAL REVENUE	737,342	0	502,200	1,239,542	1,239,542	0	1,239,542
369	CHILD SUPPORT SERVICES	244,528	0	12,545,882	12,790,410	12,790,410	0	12,790,410
390	TOBACCO PREVENTION & EDUC	0	0	851,328	851,328	851,328	0	851,328
900	PUBLIC SAFETY	0	0	201,570,721	201,570,721	201,570,721	0	201,570,721
901	C M F CASES	0	0	375,419	375,419	375,419	0	375,419
902	HEALTH & SOCIAL SERVICES	0	826,601	321,466,674	322,293,275	322,293,275	0	322,293,275
903	WORKFORCE DEVELOPMENT BOARD	0	0	6,327,987	6,327,987	6,327,987	0	6,327,987
905	COUNTY LOCAL REV FUND 2011	0	0	134,574	134,574	134,574	0	134,574
906	MHSA	12,350,904	5,345,229	19,310,794	37,006,927	24,656,023	12,350,904	37,006,927
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>65,329,500</b>	<b>6,468,888</b>	<b>643,402,604</b>	<b>715,200,992</b>	<b>701,825,931</b>	<b>13,375,061</b>	<b>715,200,992</b>
<b>CAPITAL PROJECT FUNDS</b>								
006	CAPITAL OUTLAY	2,308,691	0	4,717,656	7,026,347	7,026,347	0	7,026,347
106	PUBLIC ARTS PROJECTS	1,673	0	5,559	7,232	7,232	0	7,232
107	FAIRGROUNDS DEVELOPMENT PROJ	(1,751,300)	0	9,694,331	7,943,031	7,943,031	0	7,943,031
249	HSS CAPITAL PROJECTS	564,430	0	15,092	579,522	579,522	0	579,522
	<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>1,123,494</b>	<b>0</b>	<b>14,432,638</b>	<b>15,556,132</b>	<b>15,556,132</b>	<b>0</b>	<b>15,556,132</b>
<b>DEBT SERVICE FUNDS</b>								
306	PENSION DEBT SERVICE	0	0	7,106,946	7,106,946	4,303,090	2,803,856	7,106,946
332	GOVERNMENT CENTER DEBT SVCE	0	154,479	7,239,929	7,394,408	7,394,408	0	7,394,408
334	H&SS SPH ADMIN/REFINANCE	0	0	1,758,943	1,758,943	1,758,943	0	1,758,943
336	2013 COP ANIMAL CARE PROJECT	0	13,505	462,882	476,387	476,387	0	476,387
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>0</b>	<b>167,984</b>	<b>16,568,700</b>	<b>16,736,684</b>	<b>13,932,828</b>	<b>2,803,856</b>	<b>16,736,684</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>		<b>93,331,864</b>	<b>8,101,872</b>	<b>915,000,201</b>	<b>1,016,433,937</b>	<b>991,447,170</b>	<b>24,986,767</b>	<b>1,016,433,937</b>

### APPROPRIATIONS LIMIT (2018/19)

APPROPRIATIONS LIMIT	<u>663,148,916</u>
APPROPRIATIONS SUBJECT TO LIMIT	<u>188,515,133</u>

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

**COUNTY OF SOLANO**  
**SCHEDULE 3**  
**FUND BALANCE - GOVERNMENTAL FUNDS**  
**FY2018/19**

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2018 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2018 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
GENERAL FUND						
001	GENERAL FUND	162,919,351	750,000	135,284,351	6,130	26,878,870
TOTAL GENERAL FUND		162,919,351	750,000	135,284,351	6,130	26,878,870
SPECIAL REVENUE FUNDS						
004	COUNTY LIBRARY	16,034,780	400,000	734,258	3,150	14,897,372
012	FISH/WILDLIFE PROPAGATION	22,489	0	5,010	0	17,479
016	PARKS AND RECREATION	51,203	0	0	450	50,753
035	JH REC HALL - WARD WELFARE	126,991	0	0	0	126,991
036	LIBRARY ZONE 1	24,621	0	0	0	24,621
067	LIBRARY ZONE 7	13,135	0	0	0	13,135
101	ROAD	7,799,423	850,000	5,382,116	0	1,567,307
105	HOUSING REHABILITATION	1,083,607	0	1,049,972	0	33,635
110	MICROENTERPRISE BUSINESS	0	0	0	0	0
120	HOMEACRES LOAN PROGRAM	2,119,920	0	474,512	0	1,645,408
151	FIRST 5 FUTURE INITIATIVE	203,589	0	0	0	203,589
153	FIRST 5 SOLANO	8,487,466	0	6,565,570	0	1,921,896
215	RECORDER SPECIAL REVENUE	8,187,380	400,000	0	0	7,787,380
228	LIBRARY - FRIENDS & FOUNDATION	73,016	0	0	0	73,016
233	DISTRICT ATTORNEY SPECIAL REV	4,261,771	0	204,584	0	4,057,187
241	CIVIL PROCESSING FEES	1,194,098	0	688,057	0	506,041
253	SHERIFF'S ASSET SEIZURE	210,172	0	0	0	210,172
263	CJ TEMP CONSTRUCTION	639,411	0	0	0	639,411
264	CRTHSE TEMP CONST	36,069	0	0	0	36,069
278	PUBLIC WORKS IMPROVEMENT	154,549	0	21,795	0	132,754
281	SURVEY MONUMENT PRESERVATION	59,424	0	0	0	59,424
282	COUNTY DISASTER	(96,849)	0	0	0	(96,849)

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

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2018 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2018 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
296	PUBLIC FACILITIES FEES	21,482,010	0	3,392,075	0	18,089,935
323	COUNTY LOW/MOD HSNG SET ASIDE	1,700,000	0	1,700,000	0	0
326	SHERIFF - SPECIAL REVENUE	737,342	0	0	0	737,342
369	CHILD SUPPORT SERVICES	244,528	0	0	0	244,528
390	TOBACCO PREVENTION & EDUCATION	675	0	675	0	0
900	PUBLIC SAFETY	209,405	200,000	0	9,405	0
902	HEALTH & SOCIAL SERVICES	15,868,818	125,000	15,640,039	103,779	0
903	WORKFORCE DEVELOPMENT BOARD	620	0	0	620	0
906	MHSA	40,589,403	0	28,238,499	0	12,350,904
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>131,519,066</b>	<b>1,975,000</b>	<b>64,097,162</b>	<b>117,404</b>	<b>65,329,500</b>
<b>CAPITAL PROJECT FUNDS</b>						
006	CAPITAL OUTLAY	14,308,691	12,000,000	0	0	2,308,691
106	PUBLIC ARTS PROJECTS	2,673	1,000	0	0	1,673
107	FAIRGROUNDS DEVELOPMENT PROJ	(1,751,300)	0	0	0	(1,751,300)
249	HSS CAPITAL PROJECTS	564,430	0	0	0	564,430
<b>TOTAL CAPITAL PROJECT FUNDS</b>		<b>13,124,494</b>	<b>12,001,000</b>	<b>0</b>	<b>0</b>	<b>1,123,494</b>
<b>DEBT SERVICE FUNDS</b>						
306	PENSION DEBT SERVICE	740,995	0	0	740,995	0
332	GOVERNMENT CENTER DEBT SVCE	2,800,000	0	0	2,800,000	0
334	H&SS SPH ADMIN/REFINANCE	1,763,478	0	0	1,763,478	0
336	2013 COP ANIMAL CARE PROJECT	53,509	0	0	53,509	0
<b>TOTAL DEBT SERVICE FUNDS</b>		<b>5,357,982</b>	<b>0</b>	<b>0</b>	<b>5,357,982</b>	<b>0</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>		<b>312,920,893</b>	<b>14,726,000</b>	<b>199,381,513</b>	<b>5,481,516</b>	<b>93,331,864</b>



**State of California Schedule 4**  
**Obligated Fund Balances – By Governmental Funds**

**COUNTY OF SOLANO**  
**SCHEDULE 4**  
**OBLIGATED FUND BALANCES - BY GOVERNMENTAL FUNDS**  
**FY2018/19**

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2018	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2018/19
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
001	<b>GENERAL FUND</b>						
	GENERAL						
	General Reserve	46,130,706					46,130,706
	Non-Spendable - LT Receivable	21,927,840					21,927,840
	Non-Spendable - Inventory	41,478					41,478
	Committed - Unfunded Employee Leave Payoff	5,601,258			1,000,000		6,601,258
	Committed - Capital Renewal Reserve	13,459,733	1,465,000		3,000,000		14,994,733
	Committed - Employer PERS Rate Increase	16,103,689			4,807,850		20,911,539
	Committed - PARS 115	20,462,647					20,462,647
	Committed - Housing/SB375	1,557,000					1,557,000
	Committed - Property Tax System Replacement	10,000,000					10,000,000
	Assigned - Imprest Cash	6,130					6,130
	<b>FUND TOTAL</b>	<b>135,290,481</b>	<b>1,465,000</b>		<b>8,807,850</b>		<b>142,633,331</b>
	<b>TOTAL GENERAL FUND</b>	<b>135,290,481</b>	<b>1,465,000</b>	<b>0</b>	<b>8,807,850</b>	<b>0</b>	<b>142,633,331</b>
004	<b>SPECIAL REVENUE FUNDS</b>						
	COUNTY LIBRARY						
	General Reserve	734,258			500,000		1,234,258
	Assigned - Imprest Cash	3,150					3,150
	<b>FUND TOTAL</b>	<b>737,408</b>			<b>500,000</b>		<b>1,237,408</b>
012	FISH/WILDLIFE PROPAGATION FUND						
	General Reserve	5,010					5,010
016	PARKS AND RECREATION						
	Assigned - Imprest Cash	450					450
101	ROAD						
	General Reserve	5,221,679	297,058				4,924,621
	Non-Spendable - Inventory	160,437					160,437
	<b>FUND TOTAL</b>	<b>5,382,116</b>	<b>297,058</b>				<b>5,085,058</b>
105	HOME INVESTMENT PARTNERSHIP						
	Non-Spendable - LT Receivable	1,049,972					1,049,972
120	HOMEACRES LOAN PROGRAM						
	Non-Spendable - LT Receivable	474,512					474,512
153	FIRST 5 SOLANO						
	General Reserve	6,565,570			524,157		7,089,727
233	DISTRICT ATTORNEY SPECIAL REV						
	General Reserve	204,584					204,584
241	CIVIL PROCESSING FEES						
	General Reserve	688,057					688,057

**State of California Schedule 4**  
**Obligated Fund Balances – By Governmental Funds**

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2018	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2018/19
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
278	PUBLIC WORKS IMPROVEMENT						
	General Reserve	21,795					21,795
296	PUBLIC FACILITIES FEES						
	General Reserve	3,392,075					3,392,075
323	COUNTY LOW/MOD HSNG SET ASIDE						
	General Reserves	1,700,000					1,700,000
390	TOBACCO PREVENTION & EDUCATION						
	Assigned - Imprest Account Debit Card	675					675
900	PUBLIC SAFETY						
	Assigned - Imprest Cash	5,950					5,950
	Assigned - Imprest Account Debit Card	3,455					3,455
	<b>FUND TOTAL</b>	<b>9,405</b>					<b>9,405</b>
902	HEALTH & SOCIAL SERVICES						
	Non-Spendable - LT Receivable	355,000					355,000
	Non-Spendable - Inventory	8,577					8,577
	Assigned - Imprest Cash	4,290					4,290
	Assigned - Imprest Account Debit Card	28,378					28,378
	Assigned - Whole Person Care	71,111					71,111
	Restricted - IGT Mental Health	1,284,636					1,284,636
	Restricted - IGT Public Health	13,991,826	826,601				13,165,225
	<b>FUND TOTAL</b>	<b>15,743,818</b>	<b>826,601</b>				<b>14,917,217</b>
903	WORKFORCE DEVELOPMENT BOARD						
	Assigned - Imprest Cash	620					620
906	MENTAL HEALTH SERVICES ACT						
	General Reserve	28,238,499	5,345,229		12,350,904		35,244,174
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>64,214,566</b>	<b>6,468,888</b>	<b>0</b>	<b>13,375,061</b>	<b>0</b>	<b>71,120,739</b>
	<b>DEBT SERVICE FUNDS</b>						
306	PENSION DEBT SERVICE						
	Assigned - Debt Requirement	740,995			2,803,856		3,544,851
332	GOVERNMENT CENTER DEBT SERVICE						
	Assigned - Debt Requirement	2,800,000	154,479				2,645,521
334	H&SS SPH ADMIN/REFINANCE						
	Restricted - Debt Financing	1,763,478					1,763,478
336	2013 COP ANIMAL CARE						
	Restricted - Debt Financing	53,509	13,505				40,004
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>5,357,982</b>	<b>167,984</b>	<b>0</b>	<b>2,803,856</b>	<b>0</b>	<b>7,993,854</b>
	<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>204,863,029</b>	<b>8,101,872</b>	<b>0</b>	<b>24,986,767</b>	<b>0</b>	<b>221,747,924</b>

**State of California Schedule 5**  
**Summary of Additional Financing Sources by Source and Fund**

**COUNTY OF SOLANO**  
**SCHEDULE 5**  
**SUMMARY OF ADDITIONAL FINANCING SOURCES BY SOURCE AND FUND**  
**GOVERNMENTAL FUNDS**  
**FY2018/19**

DESCRIPTION	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>SUMMARIZATION BY SOURCE</b>				
TAXES	171,166,232	177,246,695	187,089,896	5.6%
LICENSES, PERMITS & FRANCHISE	8,350,884	7,852,652	7,660,146	(2.5%)
FINES, FORFEITURES & PENALTY	4,290,799	2,427,211	2,989,507	23.2%
REVENUE FROM USE OF MONEY/PROP	4,263,426	2,886,967	3,974,286	37.7%
INTERGOVERNMENTAL REVENUES	371,138,224	423,925,974	393,022,283	(7.3%)
CHARGES FOR SERVICES	100,737,641	108,681,049	106,296,317	(2.2%)
MISC REVENUES	17,276,114	11,804,881	11,496,616	(2.6%)
OTHER FINANCING SOURCES	176,094,700	198,478,504	202,471,150	2.0%
<b>TOTAL SUMMARIZATION BY SOURCE</b>	<b>853,318,020</b>	<b>933,303,933</b>	<b>915,000,201</b>	<b>(2.0%)</b>
<b>SUMMARIZATION BY FUND</b>				
001 GENERAL FUND	221,532,374	226,234,588	240,596,259	6.3%
004 COUNTY LIBRARY	19,500,808	19,924,340	20,526,755	3.0%
012 FISH/WILDLIFE PROPAGATION	4,427	2,203	2,021	(8.3%)
016 PARKS AND RECREATION	1,638,712	1,541,408	1,737,613	12.7%
035 JH REC HALL - WARD WELFARE	9,433	10,361	11,361	9.7%
036 LIBRARY ZONE 1	1,452,893	1,334,142	1,414,114	6.0%
037 LIBRARY ZONE 2	43,867	48,169	46,866	(2.7%)
066 LIBRARY ZONE 6	18,611	20,420	21,113	3.4%
067 LIBRARY ZONE 7	417,190	448,677	481,273	7.3%
101 ROAD	16,630,777	17,164,545	21,204,436	23.5%
105 HOUSING REHABILITATION	2,080	13	0	(100.0%)
110 MICROENTERPRISE BUSINESS	249,359	5,250	2,809	(46.5%)
120 HOMEACRES LOAN PROGRAM	51,360	10,000	18,000	80.0%
150 HOUSING & URBAN DEVELOPMENT	2,225,538	2,300,000	2,300,000	0.0%
151 FIRST 5 FUTURE INITIATIVE	710,243	706,560	706,560	0.0%
152 IN HOME SUPP SVCS-PUBLIC AUTH	4,170,239	5,303,697	17,727,378	234.2%
153 FIRST 5 SOLANO	4,215,354	3,950,102	4,381,553	10.9%

**State of California Schedule 5**  
**Summary of Additional Financing Sources by Source and Fund**

DESCRIPTION	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
215 RECORDER SPECIAL REVENUE	1,000,252	815,600	859,000	5.3%
228 LIBRARY - FRIENDS & FOUNDATION	120,171	75,500	128,500	70.2%
233 DISTRICT ATTORNEY SPECIAL REV	1,220,739	302,516	302,000	(0.2%)
241 CIVIL PROCESSING FEES	192,119	183,500	161,323	(12.1%)
253 SHERIFF'S ASSET SEIZURE	191,460	1,000	1,500	50.0%
254 MENTALLY ILL CRIME OFFENDER	419,329	511,310	522,000	2.1%
256 SHERIFF OES	833,511	858,065	1,040,030	21.2%
263 CJ TEMP CONSTRUCTION	303,052	284,098	252,997	(10.9%)
264 CRTHSE TEMP CONST	296,464	281,450	242,047	(14.0%)
278 PUBLIC WORKS IMPROVEMENT	1,131,366	509,000	550,236	8.1%
281 SURVEY MONUMENT PRESERVATION	10,675	11,140	11,605	4.2%
282 COUNTY DISASTER	944,017	2,703,670	100,648	(96.3%)
296 PUBLIC FACILITIES FEES	7,413,835	6,494,948	5,563,287	(14.3%)
326 SHERIFF - SPECIAL REVENUE	988,774	928,500	502,200	(45.9%)
369 CHILD SUPPORT SERVICES	12,375,623	12,632,286	12,545,882	(0.7%)
390 TOBACCO PREVENTION & EDUCATION	108,255	795,162	851,328	7.1%
900 PUBLIC SAFETY	182,320,294	192,563,547	201,570,721	4.7%
901 C M F CASES	496,176	382,642	375,419	(1.9%)
902 HEALTH & SOCIAL SERVICES	310,227,047	349,004,411	321,466,674	(7.9%)
903 WORKFORCE DEVELOPMENT BOARD	4,904,412	5,802,839	6,327,987	9.0%
905 COUNTY LOCAL REVENUE FUND 2011	109,805	22,843	134,574	489.1%
906 MHSA	18,557,569	18,279,214	19,310,794	5.6%
006 CAPITAL OUTLAY	10,438,344	26,173,364	4,717,656	(82.0%)
106 PUBLIC ARTS PROJECTS	5,175	4,575	5,559	21.5%
107 FAIRGROUNDS DEVELOPMENT PROJ	31,267	11,267,568	9,694,331	(14.0%)
249 HSS CAPITAL PROJECTS	103,407	55,730	15,092	(72.9%)
306 PENSION DEBT SERVICE	15,609,147	13,239,035	7,106,946	(46.3%)
332 GOVERNMENT CENTER DEBT SERVICE	7,881,670	7,896,804	7,239,929	(8.3%)
334 H&SS SPH ADMIN/REFINANCE	1,747,918	1,756,560	1,758,943	0.1%
336 2013 COP ANIMAL CARE PROJECT	462,882	462,581	462,882	0.1%
<b>TOTAL SUMMARIZATION BY FUND</b>	<b>853,318,020</b>	<b>933,303,933</b>	<b>915,000,201</b>	<b>(2.0%)</b>

**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**  
**FY2018/19**

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>01</b>	<b>GENERAL FUND</b>					
<b>001</b>	<b>GENERAL FUND</b>					
	<b>9000 TAXES</b>					
	CURRENT SECURED		70,948,754	73,700,000	79,040,000	7.2%
	CURRENT UNSECURED		3,860,462	3,900,000	3,900,000	0.0%
	PRIOR UNSECURED		104,212	95,000	95,000	0.0%
	SUPPLEMENTAL SECURED		1,872,435	2,500,000	2,200,000	(12.0%)
	PRIOR SECURED		33,831	50,000	50,000	0.0%
	PENALTIES		296,395	235,000	275,000	17.0%
	SALES & USE TAX		2,295,605	2,063,000	2,170,000	5.2%
	TRANSIENT OCCUPANCY TAX		2,718	0	1,000	0.0%
	PROPERTY TRANSFER TAX		2,865,985	2,800,000	2,800,000	0.0%
	PROPERTY TAX-IN LIEU OF VLF		46,882,703	48,700,000	51,480,000	5.7%
	UNITARY		3,125,279	3,200,000	3,400,000	6.3%
	ABX1 26 RESIDUAL TAXES		4,468,688	4,600,000	4,784,000	4.0%
	ABX1 26 PASS THROUGH		15,721,397	16,400,000	17,056,000	4.0%
	<b>Total 9000 TAXES</b>		<b>152,478,463</b>	<b>158,243,000</b>	<b>167,251,000</b>	<b>5.7%</b>
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
	ANIMAL LICENSES		33,643	32,500	31,000	(4.6%)
	BUSINESS LICENSES		84,281	90,969	87,991	(3.3%)
	BUILDING PERMITS		719,782	562,948	562,948	0.0%
	BUILDING PERMITS-ECOMMERCE		8,987	4,716	13,480	185.8%
	ZONING PERMITS		123,937	84,051	88,779	5.6%
	SOLID WASTE PERMITS		2,096,640	2,047,180	2,105,547	2.9%
	SEPTIC CONSTRUCTION PERMITS		220,452	208,692	219,812	5.3%
	FRANCHISE-PG&E ELECTRIC		363,229	330,000	350,000	6.1%
	FRANCHISE-PG&E GAS		72,937	85,000	75,000	(11.8%)
	FRANCHISE-CATV		107,869	90,000	100,000	11.1%
	FRANCHISE-GARBAGE		154,635	149,815	156,517	4.5%
	FRANCHISES - OTHER		26,528	26,000	25,000	(3.8%)
	LICENSES & PERMITS-OTHER		315,173	316,936	311,936	(1.6%)
	MARRIAGE LICENSES		150,940	143,378	151,000	5.3%
	FOOD PERMITS		1,572,141	1,546,290	1,582,791	2.4%
	PENALTY FEES		60,326	48,692	51,680	6.1%
	HOUSING PERMITS		94,268	93,000	93,000	0.0%
	RECREATIONAL HEALTH PERMITS		160,296	154,090	158,264	2.7%
	WATER PERMITS		6,169	6,923	6,923	0.0%
	HAZARDOUS MATERIALS PERMITS		1,118,621	1,093,088	1,158,648	6.0%
	MIDDLE GREEN VALLEY SP PL FEE		4,274	0	0	0.0%
	BODY ART ACTIVITIES		24,165	17,089	21,200	24.1%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>7,519,293</b>	<b>7,131,357</b>	<b>7,351,516</b>	<b>3.1%</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
	VEHICLE CODE FINES		601,611	625,000	625,000	0.0%
	OTHER COURT FINES		117,774	50,000	50,000	0.0%
	VEHICLE FINES-DRUNK DRIVING		75,781	90,000	90,000	0.0%
	SB 1127 CONVICTIONS		8,392	6,000	6,000	0.0%
	WARRANT REVENUE - TRAFFIC		(48)	1,000	1,000	0.0%
	HEALTH & SAFETY		80	75	0	(100.0%)
	FORFEITURES & PENALTIES		3,270	5,000	5,000	0.0%
	OTHER ASSESSMENTS		410,689	351,600	351,600	0.0%
	WORK RELEASE FEES		165	0	0	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>1,217,715</b>	<b>1,128,675</b>	<b>1,128,600</b>	<b>(0.0%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		1,556,480	1,100,000	1,600,000	45.5%
	BUILDING RENTAL		729,935	662,599	691,903	4.4%
	CONCESSIONS		11,035	13,500	11,844	(12.3%)
	VENDING DEVICES		16	0	0	0.0%
	LEASES		126,001	113,356	115,613	2.0%
	ROYALTIES		656	2,010	1,010	(49.8%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>2,424,122</b>	<b>1,891,465</b>	<b>2,420,370</b>	<b>28.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	FISH & GAME		7,783	7,800	7,800	0.0%
	STATE HIGHWAY RENTALS		197	0	0	0.0%
	MOTOR VEHICLES IN-LIEU		161,351	165,000	165,000	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		931,472	930,000	930,000	0.0%
	STATE UNCLAIMED GAS TAX		511,203	440,000	679,900	54.5%
	STATE GLASSY WINGED SHARPSHOOT		159,172	159,611	159,611	0.0%
	STATE PESTICIDE MILL		358,473	380,000	381,339	0.4%
	SB90 CLAIMS REIMBURSEMENT		25,446	0	0	0.0%
	STATE 4700 P.C.		7,348	7,011	7,500	7.0%
	STATE VETERANS AFFAIRS		286,023	275,000	290,000	5.5%
	STATE PEST DETECTION		217,015	205,000	181,600	(11.4%)
	STATE REIMBURSEMENT PUE		31,653	28,724	2,929	(89.8%)
	ST SALES TX 1991 REALIGNMNT-SS		351,000	351,000	351,000	0.0%
	STATE OTHER		1,631,094	1,329,749	1,115,099	(16.1%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>4,679,229</b>	<b>4,278,895</b>	<b>4,271,778</b>	<b>(0.2%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	GRANT REVENUE		354,896	60,248	52,492	(12.9%)
	FED OTHER		184,368	49,092	0	(100.0%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>539,264</b>	<b>109,340</b>	<b>52,492</b>	<b>(52.0%)</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
	LMIHF & OTHER ASSETS		464,281	0	44,000	0.0%
	OTHER GOVERNMENTAL AGENCIES		2,105,512	2,386,475	2,890,370	21.1%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>2,569,792</b>	<b>2,386,475</b>	<b>2,934,370</b>	<b>23.0%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		PHOTO/MICROFICHE COPIES	269,798	244,384	265,050	8.5%
		CONTRACT SERVICES	542,608	551,509	566,516	2.7%
		FILING FEES	0	15,000	0	(100.0%)
		CIVIL PROCESS FEES	3,593	3,500	3,500	0.0%
		RECORDING FEES	2,027,973	1,860,000	1,840,000	(1.1%)
		COURT FEES	13,616	10,830	10,850	0.2%
		PHYTOSANI FIELD INSP FEE	139,559	170,000	150,000	(11.8%)
		CERTIFIED SEED INSP FEE	3,377	2,000	2,000	0.0%
		ADMIN SERVICES FEES	14,538	87,040	274,095	214.9%
		ASSMT & TAX COLLECTION FEES	3,720,536	3,741,500	3,954,100	5.7%
		AUDITING & ACCOUNTING FEES	1,307,934	1,440,137	1,499,825	4.1%
		LEGAL FEES	242,363	205,000	190,000	(7.3%)
		ELECTION SERVICES	1,350,714	10,000	880,000	8700.0%
		ENGINEERING SERVICES	34,791	43,151	43,151	0.0%
		PLANNING SERVICES	325,812	273,355	279,356	2.2%
		LAND DIVISION FEES	33,841	27,608	31,829	15.3%
		REDEMPTION FEES	19,700	25,000	20,000	(20.0%)
		OTHER PROFESSIONAL SERVICES	145,904	380,566	360,930	(5.2%)
		33% PROOF OF CORRECTION	29,289	30,000	30,000	0.0%
		\$24 TRAFFIC SCHOOL FEES	1,326,780	1,200,000	1,200,000	0.0%
		CLERK'S FEES	178,820	163,577	177,000	8.2%
		ADMINISTRATION OVERHEAD	18,430,902	20,910,674	23,575,362	12.7%
		HUMANE SERVICES	293,890	280,000	239,783	(14.4%)
		DEPARTMENTAL ADMIN OVERHEAD	468,673	493,146	523,871	6.2%
		SB 813 COLLECTION FEES	707,910	568,000	655,000	15.3%
		DISPOSAL FEES	8,045,830	7,000,000	7,900,000	12.9%
		WATER WELL PERMITS	146,578	101,769	104,268	2.5%
		OTHER CHARGES FOR SERVICES	1,351,037	2,096,227	2,434,025	16.1%
		SPAY-NEUTER FEES	0	0	68,580	0.0%
		ANIMAL VACCINATION-MEDICATION	0	0	55,815	0.0%
		MICROCHIPS	0	0	16,640	0.0%
		INTERFUND SVCS PROVIDE-COUNTY	140,411	94,769	66,588	(29.7%)
		INTERFUND SVCS-ACCTNG & AUDIT	167,045	319,256	280,457	(12.2%)
		INTERFUND SVCS-LEGAL SRVCS	494,713	634,900	459,000	(27.7%)
		INTERFUND SVCS-PERSONNEL	3,032	0	0	0.0%
		INTERFUND SVCS-PRO SVCS	2,188,774	2,308,394	2,543,038	10.2%
		INTERFUND SVCS-MAINT/MATERIAL	126,868	40,979	53,021	29.4%
		INTERFUND SVCS-SMALL PROJECTS	193,170	132,400	62,979	(52.4%)
		INTERFUND SVCS-POSTAGE	314,060	362,095	370,491	2.3%
		INTERFUND SVCS-MAINT/LABOR	188,202	79,539	89,054	12.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>44,992,638</b>	<b>45,906,305</b>	<b>51,276,174</b>	<b>11.7%</b>
	<b>9700 MISC REVENUE</b>					
		MISC SALES - TAXABLE	2,714	2,965	7,425	150.4%
		CASH OVERAGE	3,846	3,500	15,000	328.6%
		OTHER REVENUE	1,086,100	837,204	562,569	(32.8%)
		DONATIONS AND CONTRIBUTIONS	34,999	0	0	0.0%
		INSURANCE PROCEEDS	117,024	0	0	0.0%
		MISCELLANEOUS SALES-OTHER	91,572	75,945	124,170	63.5%
		EXCESS TAX LOSSES RESERVE	3,500,000	4,000,000	3,000,000	(25.0%)
		.33 HORSE RACING REVENUES	39,932	50,000	50,000	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>4,876,188</b>	<b>4,969,614</b>	<b>3,759,164</b>	<b>(24.4%)</b>

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**Detail of Additional Financing Sources by Fund and Account**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>9800 OTHER FINANCING SOURCES</b>						
		SALE OF NONTAXABLE FIXED ASSET	9,958	12,367	6,000	(51.5%)
		OPERATING TRANSFERS IN	162,795	117,095	84,795	(27.6%)
		SALE OF TAXABLE FIXED ASSETS	62,916	60,000	60,000	0.0%
		<b>Total 9800 OTHER FINANCING SOURCES</b>	<b>235,668</b>	<b>189,462</b>	<b>150,795</b>	<b>(20.4%)</b>
<b>TOTAL GENERAL FUND FINANCING SOURCES</b>			<b>221,532,374</b>	<b>226,234,588</b>	<b>240,596,259</b>	<b>6.3%</b>
<b>TOTAL GENERAL FUND FINANCING SOURCES</b>			<b>221,532,374</b>	<b>226,234,588</b>	<b>240,596,259</b>	<b>6.3%</b>
<b>02 SPECIAL REVENUE FUNDS</b>						
<b>004 COUNTY LIBRARY</b>						
<b>9000 TAXES</b>						
		CURRENT SECURED	5,720,943	5,954,668	6,309,324	6.0%
		CURRENT UNSECURED	302,674	400,000	305,000	(23.8%)
		PRIOR UNSECURED	6,466	0	5,000	0.0%
		SUPPLEMENTAL SECURED	133,730	202,625	157,936	(22.1%)
		PRIOR SECURED	9,852	0	9,000	0.0%
		LIBRARY SALES TAX - MEASURE B	4,657,750	4,671,398	4,764,826	2.0%
		UNITARY	139,987	146,987	156,867	6.7%
		ABX1 26 RESIDUAL TAXES	510,561	596,313	620,166	4.0%
		ABX1 26 PASS THROUGH	806,596	678,644	705,790	4.0%
		<b>Total 9000 TAXES</b>	<b>12,288,560</b>	<b>12,650,635</b>	<b>13,033,909</b>	<b>3.0%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
		INTEREST INCOME	118,014	56,467	100,000	77.1%
		BUILDING RENTAL	9,385	5,720	7,550	32.0%
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>127,399</b>	<b>62,187</b>	<b>107,550</b>	<b>72.9%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
		FISH & GAME	557	0	0	0.0%
		STATE HIGHWAY RENTALS	12	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	66,661	69,328	61,840	(10.8%)
		STATE OTHER	100,904	39,345	72,920	85.3%
		<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>168,134</b>	<b>108,673</b>	<b>134,760</b>	<b>24.0%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
		GRANT REVENUE	15,000	0	0	0.0%
		<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
		LMIHF & OTHER ASSETS	17,754	0	0	0.0%
		OTHER GOVERNMENTAL AGENCIES	209,726	219,662	237,100	7.9%
		<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>	<b>227,480</b>	<b>219,662</b>	<b>237,100</b>	<b>7.9%</b>



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9600 CHARGES FOR SERVICES</b>					
		PHOTO/MICROFICHE COPIES	47,909	47,838	43,708	(8.6%)
		LIBRARY FINES	208,397	208,797	187,894	(10.0%)
		OTHER PROFESSIONAL SERVICES	4,213,089	4,194,713	4,511,971	7.6%
		INTERFUND SVCES PROVIDE-COUNTY	9,158	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>4,478,554</b>	<b>4,451,348</b>	<b>4,743,573</b>	<b>6.6%</b>
	<b>9700 MISC REVENUE</b>					
		CASH OVERAGE	99	0	0	0.0%
		OTHER REVENUE	19,495	0	0	0.0%
		DONATIONS AND CONTRIBUTIONS	767	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>20,360</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	1,906,443	2,151,790	1,975,412	(8.2%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>1,906,443</b>	<b>2,151,790</b>	<b>1,975,412</b>	<b>(8.2%)</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	268,877	280,045	294,451	5.1%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>268,877</b>	<b>280,045</b>	<b>294,451</b>	<b>5.1%</b>
<b>TOTAL</b>	<b>COUNTY LIBRARY FINANCING SOURCES</b>		<b>19,500,808</b>	<b>19,924,340</b>	<b>20,526,755</b>	<b>3.0%</b>
<b>012</b>	<b>FISH/WILDLIFE PROPAGATION</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	4,059	1,921	1,921	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>4,059</b>	<b>1,921</b>	<b>1,921</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	368	100	100	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>368</b>	<b>100</b>	<b>100</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	0	182	0	(100.0%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>0</b>	<b>182</b>	<b>0</b>	<b>(100.0%)</b>
<b>TOTAL</b>	<b>FISH/WILDLIFE PROPAGATION FINANCING SOURCES</b>		<b>4,427</b>	<b>2,203</b>	<b>2,021</b>	<b>(8.3%)</b>
<b>016</b>	<b>PARKS AND RECREATION</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	472,400	489,663	526,498	7.5%
		CURRENT UNSECURED	25,956	26,319	32,899	25.0%
		PRIOR UNSECURED	682	603	603	0.0%

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
		SUPPLEMENTAL SECURED	12,447	14,079	16,303	15.8%
		PRIOR SECURED	218	804	804	0.0%
		UNITARY	17,473	18,347	19,081	4.0%
		ABX1 26 RESIDUAL TAXES	38,454	40,141	41,747	4.0%
		ABX1 26 PASS THROUGH	92,867	96,713	100,582	4.0%
	<b>Total 9000 TAXES</b>		<b>660,497</b>	<b>686,668</b>	<b>738,517</b>	<b>7.6%</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		OTHER COURT FINES	709	800	800	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>709</b>	<b>800</b>	<b>800</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	2,290	1,801	702	(61.0%)
		CONCESSIONS	20,527	19,500	14,860	(23.8%)
		LEASES	1,840	1,400	1,400	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>24,657</b>	<b>22,701</b>	<b>16,962</b>	<b>(25.3%)</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	52	52	52	0.0%
		STATE HIGHWAY RENTALS	1	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	6,172	6,164	6,164	0.0%
		STATE OFF-HIGHWAY MOTOR VEHICL	2,132	2,000	2,000	0.0%
		STATE OTHER	(12,899)	0	0	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>(4,542)</b>	<b>8,216</b>	<b>8,216</b>	<b>0.0%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FED OTHER	93,487	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>93,487</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		LMIHF & OTHER ASSETS	3,045	0	0	0.0%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>3,045</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		RECORDING FEES	2,483	0	0	0.0%
		RECREATION SERVICES	584,296	546,473	597,210	9.3%
		INTERFUND SVCS PROVIDE-COUNTY	0	2,000	2,000	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>586,779</b>	<b>548,473</b>	<b>599,210</b>	<b>9.3%</b>
	<b>9700 MISC REVENUE</b>					
		MISC SALES - TAXABLE	4,329	4,800	4,800	0.0%
		DONATIONS AND CONTRIBUTIONS	3,000	3,000	3,000	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>7,329</b>	<b>7,800</b>	<b>7,800</b>	<b>0.0%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	266,750	266,750	366,108	37.2%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>266,750</b>	<b>266,750</b>	<b>366,108</b>	<b>37.2%</b>
<b>TOTAL</b>	<b>PARKS AND RECREATION FINANCING SOURCES</b>		<b>1,638,712</b>	<b>1,541,408</b>	<b>1,737,613</b>	<b>12.7%</b>
<b>035</b>	<b>JH REC HALL - WARD WELFARE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	1,033	0	1,000	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>1,033</b>	<b>0</b>	<b>1,000</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	8,400	10,361	10,361	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>8,400</b>	<b>10,361</b>	<b>10,361</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>JH REC HALL - WARD WELFARE FINANCING SOURCES</b>		<b>9,433</b>	<b>10,361</b>	<b>11,361</b>	<b>9.7%</b>
<b>036</b>	<b>LIBRARY ZONE 1</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	880,325	915,999	1,016,687	11.0%
		CURRENT UNSECURED	39,887	80,430	41,666	(48.2%)
		PRIOR UNSECURED	893	0	0	0.0%
		SUPPLEMENTAL SECURED	19,669	29,598	16,335	(44.8%)
		PRIOR SECURED	2,263	0	0	0.0%
		UNITARY	16,785	17,625	19,115	8.5%
		ABX1 26 RESIDUAL TAXES	174,195	115,320	122,286	6.0%
		ABX1 26 PASS THROUGH	293,696	159,750	181,681	13.7%
	<b>Total 9000 TAXES</b>		<b>1,427,714</b>	<b>1,318,722</b>	<b>1,397,770</b>	<b>6.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	4,122	1,108	2,032	83.4%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>4,122</b>	<b>1,108</b>	<b>2,032</b>	<b>83.4%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	120	0	0	0.0%
		STATE HIGHWAY RENTALS	5	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	14,312	14,312	14,312	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>14,437</b>	<b>14,312</b>	<b>14,312</b>	<b>0.0%</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		LMIHF & OTHER ASSETS	6,327	0	0	0.0%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>6,327</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	293	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>293</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL LIBRARY ZONE 1 FINANCING SOURCES</b>			<b>1,452,893</b>	<b>1,334,142</b>	<b>1,414,114</b>	<b>6.0%</b>
<b>037 LIBRARY ZONE 2</b>						
	<b>9000 TAXES</b>					
		CURRENT SECURED	37,747	39,287	40,055	2.0%
		CURRENT UNSECURED	2,249	4,506	2,378	(47.2%)
		PRIOR UNSECURED	36	0	0	0.0%
		SUPPLEMENTAL SECURED	951	1,415	1,478	4.5%
		PRIOR SECURED	44	0	0	0.0%
		UNITARY	1,055	1,109	1,153	4.0%
		ABX1 26 RESIDUAL TAXES	24	0	75	0.0%
		ABX1 26 PASS THROUGH	1,332	1,468	1,527	4.0%
	<b>Total 9000 TAXES</b>		<b>43,438</b>	<b>47,785</b>	<b>46,666</b>	<b>(2.3%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	65	22	25	13.6%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>65</b>	<b>22</b>	<b>25</b>	<b>13.6%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	3	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	361	362	175	(51.7%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>364</b>	<b>362</b>	<b>175</b>	<b>(51.7%)</b>
<b>TOTAL LIBRARY ZONE 2 FINANCING SOURCES</b>			<b>43,867</b>	<b>48,169</b>	<b>46,866</b>	<b>(2.7%)</b>
<b>066 LIBRARY ZONE 6</b>						
	<b>9000 TAXES</b>					
		CURRENT SECURED	16,402	17,077	18,760	9.9%
		CURRENT UNSECURED	976	1,952	952	(51.2%)
		PRIOR UNSECURED	19	0	0	0.0%
		SUPPLEMENTAL SECURED	407	593	651	9.8%
		PRIOR SECURED	22	0	0	0.0%
		UNITARY	603	632	657	4.0%
	<b>Total 9000 TAXES</b>		<b>18,428</b>	<b>20,254</b>	<b>21,020</b>	<b>3.8%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	34	18	18	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>34</b>	<b>18</b>	<b>18</b>	<b>0.0%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		1	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		147	148	75	(49.3%)
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>148</b>	<b>148</b>	<b>75</b>	<b>(49.3%)</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
<b>TOTAL LIBRARY ZONE 6 FINANCING SOURCES</b>			<b>18,611</b>	<b>20,420</b>	<b>21,113</b>	<b>3.4%</b>
<b>067 LIBRARY ZONE 7</b>						
<b>9000 TAXES</b>						
	CURRENT SECURED		364,349	378,932	420,934	11.1%
	CURRENT UNSECURED		16,699	33,421	17,421	(47.9%)
	PRIOR UNSECURED		618	0	0	0.0%
	SUPPLEMENTAL SECURED		7,293	13,298	13,287	(0.1%)
	PRIOR SECURED		607	0	0	0.0%
	UNITARY		8,906	9,351	9,725	4.0%
	ABX1 26 RESIDUAL TAXES		9,022	6,734	9,880	46.7%
	ABX1 26 PASS THROUGH		5,193	3,106	6,032	94.2%
<b>Total 9000 TAXES</b>			<b>412,688</b>	<b>444,842</b>	<b>477,279</b>	<b>7.3%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		843	207	366	76.8%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>843</b>	<b>207</b>	<b>366</b>	<b>76.8%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		30	0	0	0.0%
	STATE HIGHWAY RENTALS		1	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		3,628	3,628	3,628	0.0%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>3,659</b>	<b>3,628</b>	<b>3,628</b>	<b>0.0%</b>
<b>TOTAL LIBRARY ZONE 7 FINANCING SOURCES</b>			<b>417,190</b>	<b>448,677</b>	<b>481,273</b>	<b>7.3%</b>
<b>101 ROAD</b>						
<b>9000 TAXES</b>						
	CURRENT SECURED		916,726	953,816	991,969	4.0%
	CURRENT UNSECURED		54,613	55,549	55,549	0.0%
	PRIOR UNSECURED		1,180	1,700	1,700	0.0%
	SUPPLEMENTAL SECURED		22,839	18,753	29,464	57.1%
	PRIOR SECURED		1,059	200	500	150.0%
	TRANSPORTATION TAX		140,000	0	0	0.0%
	UNITARY		66,395	69,715	72,503	4.0%
<b>Total 9000 TAXES</b>			<b>1,202,813</b>	<b>1,099,732</b>	<b>1,151,685</b>	<b>4.7%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
		BUILDING PERMITS	10,311	7,950	9,000	13.2%
		ZONING PERMITS	1,299	1,768	1,300	(26.5%)
		ROAD PERMITS	3,033	1,000	3,000	200.0%
		ENCROACHMENT PERMITS	126,462	105,760	110,000	4.0%
		TRANSPORTATION PERMIT	24,232	15,000	17,500	16.7%
		GRADING PERMITS	60,950	58,664	60,000	2.3%
		LICENSES & PERMITS-OTHER	8,113	6,358	6,500	2.2%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>234,400</b>	<b>196,500</b>	<b>207,300</b>	<b>5.5%</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		FORFEITURES & PENALTIES	84	0	0	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>84</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	68,195	60,000	80,000	33.3%
		BUILDING RENTAL	46,316	49,000	47,016	(4.0%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>114,511</b>	<b>109,000</b>	<b>127,016</b>	<b>16.5%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		HIGHWAY USERS TAX	7,267,934	7,903,024	14,490,779	83.4%
		FISH & GAME	69	70	70	0.0%
		STATE HIGHWAY RENTALS	3	5	5	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	8,221	8,222	8,222	0.0%
		STATE CONSTRUCTION	100,000	100,000	100,000	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>7,376,227</b>	<b>8,011,321</b>	<b>14,599,076</b>	<b>82.2%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FED CONSTRUCTION	5,899,729	5,653,482	2,951,603	(47.8%)
		GRANT REVENUE	64,958	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>5,964,687</b>	<b>5,653,482</b>	<b>2,951,603</b>	<b>(47.8%)</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		OTHER GOVERNMENTAL AGENCIES	535,920	455,000	598,000	31.4%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>535,920</b>	<b>455,000</b>	<b>598,000</b>	<b>31.4%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		PHOTO/MICROFICHE COPIES	23	3	0	(100.0%)
		ENGINEERING SERVICES	21,802	23,337	21,600	(7.4%)
		LAND DIVISION FEES	2,560	1,800	2,000	11.1%
		ROAD MAINTENANCE SERVICE	0	500	0	(100.0%)
		DEPARTMENTAL ADMIN OVERHEAD	99,455	101,057	103,475	2.4%
		OTHER CHARGES FOR SERVICES	7,045	5,400	5,000	(7.4%)
		ROAD SVCES ON COUNTY ROADS	110,250	40,000	44,250	10.6%
		NON-ROAD SVCES - COUNTY	617,246	461,023	520,000	12.8%
		NON-ROAD SVCES - NON-COUNTY	(9,734)	2,000	2,000	0.0%

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
		INTERFUND SVCS PROVIDE-COUNTY	130,702	110,000	156,000	41.8%
		INTERFUND SVCS-ACCTNG & AUDIT	27,027	32,826	36,507	11.2%
		INTERFUND SVCS-PERSONNEL	61	0	0	0.0%
		INTERFUND SVCS-PRO SVCS	125,000	50,000	77,803	55.6%
		INTERFUND SVCS-SMALL PROJECTS	1,426	0	0	0.0%
		<b>Total 9600 CHARGES FOR SERVICES</b>	<b>1,132,863</b>	<b>827,946</b>	<b>968,635</b>	<b>17.0%</b>
		<b>9700 MISC REVENUE</b>				
		OTHER REVENUE	10,900	0	0	0.0%
		INSURANCE PROCEEDS	819	500	500	0.0%
		MISCELLANEOUS SALES-OTHER	1,579	1,200	3,000	150.0%
		<b>Total 9700 MISC REVENUE</b>	<b>13,298</b>	<b>1,700</b>	<b>3,500</b>	<b>105.9%</b>
		<b>9800 OTHER FINANCING SOURCES</b>				
		SALE OF NONTAXABLE FIXED ASSET	55,975	75,000	70,000	(6.7%)
		LONG-TERM DEBT PROCEEDS	0	13,000	15,621	20.2%
		OPERATING TRANSFERS IN	0	712,000	512,000	(28.1%)
		<b>Total 9800 OTHER FINANCING SOURCES</b>	<b>55,975</b>	<b>800,000</b>	<b>597,621</b>	<b>(25.3%)</b>
		<b>9801 GENERAL FUND CONTRIBUTION</b>				
		TRANSFER IN-COUNTY CONTRIB	0	9,864	0	(100.0%)
		<b>Total 9801 GENERAL FUND CONTRIBUTION</b>	<b>0</b>	<b>9,864</b>	<b>0</b>	<b>(100.0%)</b>
		<b>TOTAL ROAD FINANCING SOURCES</b>	<b>16,630,777</b>	<b>17,164,545</b>	<b>21,204,436</b>	<b>23.5%</b>
<b>105</b>		<b>HOUSING REHABILITATION</b>				
		<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
		INTEREST INCOME	2,043	0	0	0.0%
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>2,043</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
		<b>9600 CHARGES FOR SERVICES</b>				
		ADMINISTRATION OVERHEAD	37	13	0	(100.0%)
		<b>Total 9600 CHARGES FOR SERVICES</b>	<b>37</b>	<b>13</b>	<b>0</b>	<b>(100.0%)</b>
		<b>TOTAL HOUSING REHABILITATION FINANCING SOURCES</b>	<b>2,080</b>	<b>13</b>	<b>0</b>	<b>(100.0%)</b>
<b>110</b>		<b>MICROENTERPRISE BUSINESS</b>				
		<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
		INTEREST INCOME	(54)	250	0	(100.0%)
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>(54)</b>	<b>250</b>	<b>0</b>	<b>(100.0%)</b>
		<b>9501 INTERGOVERNMENTAL REV STATE</b>				
		STATE OTHER	18,413	5,000	0	(100.0%)
		<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>18,413</b>	<b>5,000</b>	<b>0</b>	<b>(100.0%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	0	0	2,809	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>0</b>	<b>0</b>	<b>2,809</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	231,000	0	0	0.0%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>231,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL MICROENTERPRISE BUSINESS FINANCING SOURCES</b>			<b>249,359</b>	<b>5,250</b>	<b>2,809</b>	<b>(46.5%)</b>
<b>120 HOMEACRES LOAN PROGRAM</b>						
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	51,360	10,000	18,000	80.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>51,360</b>	<b>10,000</b>	<b>18,000</b>	<b>80.0%</b>
<b>TOTAL HOMEACRES LOAN PROGRAM FINANCING SOURCES</b>			<b>51,360</b>	<b>10,000</b>	<b>18,000</b>	<b>80.0%</b>
<b>150 HOUSING &amp; URBAN DEVELOPMENT</b>						
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FED OTHER	2,225,538	2,300,000	2,300,000	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>2,225,538</b>	<b>2,300,000</b>	<b>2,300,000</b>	<b>0.0%</b>
<b>TOTAL HOUSING &amp; URBAN DEVELOPMENT FINANCING SOURCES</b>			<b>2,225,538</b>	<b>2,300,000</b>	<b>2,300,000</b>	<b>0.0%</b>
<b>151 FIRST 5 FUTURE INITIATIVE</b>						
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	1,840	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>1,840</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		INTERFUND SVCS-PRO SVCS	87,746	90,000	90,000	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>87,746</b>	<b>90,000</b>	<b>90,000</b>	<b>0.0%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	620,657	616,560	616,560	0.0%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>620,657</b>	<b>616,560</b>	<b>616,560</b>	<b>0.0%</b>
<b>TOTAL FIRST 5 FUTURE INITIATIVE FINANCING SOURCES</b>			<b>710,243</b>	<b>706,560</b>	<b>706,560</b>	<b>0.0%</b>
<b>152 IN HOME SUPP SVCS-PUBLIC AUTH</b>						
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		ST ADM IHSS	1,449,515	1,931,883	2,001,154	3.6%
		ST SALES TX 1991 REALIGNMNT-SS	0	0	6,345,244	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>1,449,515</b>	<b>1,931,883</b>	<b>8,346,398</b>	<b>332.0%</b>



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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FED ADM HEALTH RELATED SVS	2,179,665	2,788,123	2,469,447	(11.4%)
		PRIOR YEAR REV-FEDERAL	3,678	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>2,183,343</b>	<b>2,788,123</b>	<b>2,469,447</b>	<b>(11.4%)</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	537,381	583,691	6,911,533	1084.1%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>537,381</b>	<b>583,691</b>	<b>6,911,533</b>	<b>1084.1%</b>
	<b>9900 RESIDUAL EQUITY TRANSFERS</b>					
<b>TOTAL</b>	<b>IN HOME SUPP SVCS-PUBLIC AUTH FINANCING SOURCES</b>		<b>4,170,239</b>	<b>5,303,697</b>	<b>17,727,378</b>	<b>234.2%</b>
<b>153</b>	<b>FIRST 5 SOLANO</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	66,782	52,500	98,113	86.9%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>66,782</b>	<b>52,500</b>	<b>98,113</b>	<b>86.9%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE OTHER	3,684,367	2,935,715	3,196,898	8.9%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>3,684,367</b>	<b>2,935,715</b>	<b>3,196,898</b>	<b>8.9%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		GRANT REVENUE	137,760	276,543	311,857	12.8%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>137,760</b>	<b>276,543</b>	<b>311,857</b>	<b>12.8%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		INTERFUND SVCS PROVIDE-COUNTY	43,518	40,344	44,385	10.0%
		INTERFUND SVCS-PRO SVCS	273,403	600,000	725,300	20.9%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>316,920</b>	<b>640,344</b>	<b>769,685</b>	<b>20.2%</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	9,525	45,000	5,000	(88.9%)
	<b>Total 9700 MISC REVENUE</b>		<b>9,525</b>	<b>45,000</b>	<b>5,000</b>	<b>(88.9%)</b>
<b>TOTAL</b>	<b>FIRST 5 SOLANO FINANCING SOURCES</b>		<b>4,215,354</b>	<b>3,950,102</b>	<b>4,381,553</b>	<b>10.9%</b>
<b>215</b>	<b>RECORDER SPECIAL REVENUE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	87,113	50,600	77,000	52.2%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>87,113</b>	<b>50,600</b>	<b>77,000</b>	<b>52.2%</b>

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**Detail of Additional Financing Sources by Fund and Account**

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	RECORDING FEES		698,071	637,000	530,000	(16.8%)
	AUTOMATION-MICROGRAPHICS FEE		144,405	128,000	128,000	0.0%
	ADMIN SERVICES FEES		70,663	0	124,000	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>913,139</b>	<b>765,000</b>	<b>782,000</b>	<b>2.2%</b>
<b>TOTAL</b>	<b>RECORDER SPECIAL REVENUE FINANCING SOURCES</b>		<b>1,000,252</b>	<b>815,600</b>	<b>859,000</b>	<b>5.3%</b>
<b>228</b>	<b>LIBRARY - FRIENDS &amp; FOUNDATION</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		908	500	500	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>908</b>	<b>500</b>	<b>500</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	INTERFUND SVCS PROVIDE-COUNTY		300	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>300</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
	OTHER REVENUE		500	0	0	0.0%
	DONATIONS AND CONTRIBUTIONS		118,463	75,000	128,000	70.7%
	<b>Total 9700 MISC REVENUE</b>		<b>118,963</b>	<b>75,000</b>	<b>128,000</b>	<b>70.7%</b>
<b>TOTAL</b>	<b>LIBRARY - FRIENDS &amp; FOUNDATION FINANCING SOURCES</b>		<b>120,171</b>	<b>75,500</b>	<b>128,500</b>	<b>70.2%</b>
<b>233</b>	<b>DISTRICT ATTORNEY SPECIAL REV</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
	FORFEITURES & PENALTIES		1,173,821	302,000	302,000	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>1,173,821</b>	<b>302,000</b>	<b>302,000</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		45,734	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>45,734</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	STATE OTHER		1,185	0	0	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>1,185</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	ADMINISTRATION OVERHEAD		0	516	0	(100.0%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>0</b>	<b>516</b>	<b>0</b>	<b>(100.0%)</b>
<b>TOTAL</b>	<b>DISTRICT ATTORNEY SPECIAL REV FINANCING SOURCES</b>		<b>1,220,739</b>	<b>302,516</b>	<b>302,000</b>	<b>(0.2%)</b>

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**Detail of Additional Financing Sources by Fund and Account**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>241</b>	<b>CIVIL PROCESSING FEES</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
	CIVIL ASSESSMENT		114,311	115,000	90,000	(21.7%)
	OTHER ASSESSMENTS		6,016	7,000	4,737	(32.3%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>120,327</b>	<b>122,000</b>	<b>94,737</b>	<b>(22.3%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		9,088	6,500	11,586	78.2%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>9,088</b>	<b>6,500</b>	<b>11,586</b>	<b>78.2%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	CIVIL PROCESS FEES		62,705	55,000	55,000	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>62,705</b>	<b>55,000</b>	<b>55,000</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>CIVIL PROCESSING FEES FINANCING SOURCES</b>		<b>192,119</b>	<b>183,500</b>	<b>161,323</b>	<b>(12.1%)</b>
<b>253</b>	<b>SHERIFF'S ASSET SEIZURE</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
	FORFEITURES & PENALTIES		184,847	0	0	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>184,847</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		3,253	1,000	1,500	50.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>3,253</b>	<b>1,000</b>	<b>1,500</b>	<b>50.0%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	FED OTHER		3,360	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>3,360</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>SHERIFF'S ASSET SEIZURE FINANCING SOURCES</b>		<b>191,460</b>	<b>1,000</b>	<b>1,500</b>	<b>50.0%</b>
<b>254</b>	<b>MENTALLY ILL CRIME OFFENDER</b>					
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	GRANT REVENUE		225,821	511,310	0	(100.0%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>225,821</b>	<b>511,310</b>	<b>0</b>	<b>(100.0%)</b>
	<b>9700 MISC REVENUE</b>					
	OTHER REVENUE		193,508	0	261,000	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>193,508</b>	<b>0</b>	<b>261,000</b>	<b>0.0%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	0	0	261,000	0.0%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>261,000</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>MENTALLY ILL CRIME OFFENDER FINANCING SOURCES</b>		<b>419,329</b>	<b>511,310</b>	<b>522,000</b>	<b>2.1%</b>
<b>256</b>	<b>SHERIFF OES</b>					
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		GRANT REVENUE	833,511	858,065	1,040,030	21.2%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>833,511</b>	<b>858,065</b>	<b>1,040,030</b>	<b>21.2%</b>
<b>TOTAL</b>	<b>SHERIFF OES FINANCING SOURCES</b>		<b>833,511</b>	<b>858,065</b>	<b>1,040,030</b>	<b>21.2%</b>
<b>263</b>	<b>CJ TEMP CONSTRUCTION</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	25,525	23,333	28,551	22.4%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>25,525</b>	<b>23,333</b>	<b>28,551</b>	<b>22.4%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	7,757	2,928	7,499	156.1%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>7,757</b>	<b>2,928</b>	<b>7,499</b>	<b>156.1%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		COURT FEES	269,770	257,837	216,947	(15.9%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>269,770</b>	<b>257,837</b>	<b>216,947</b>	<b>(15.9%)</b>
<b>TOTAL</b>	<b>CJ TEMP CONSTRUCTION FINANCING SOURCES</b>		<b>303,052</b>	<b>284,098</b>	<b>252,997</b>	<b>(10.9%)</b>
<b>264</b>	<b>CRTHSE TEMP CONST</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	25,524	23,333	25,008	7.2%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>25,524</b>	<b>23,333</b>	<b>25,008</b>	<b>7.2%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	1,212	317	100	(68.5%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>1,212</b>	<b>317</b>	<b>100</b>	<b>(68.5%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		COURT FEES	269,727	257,800	216,939	(15.8%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>269,727</b>	<b>257,800</b>	<b>216,939</b>	<b>(15.8%)</b>
<b>TOTAL</b>	<b>CRTHSE TEMP CONST FINANCING SOURCES</b>		<b>296,464</b>	<b>281,450</b>	<b>242,047</b>	<b>(14.0%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>278</b>	<b>PUBLIC WORKS IMPROVEMENT</b>				
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
	INTEREST INCOME	4,292	1,000	3,569	256.9%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>4,292</b>	<b>1,000</b>	<b>3,569</b>	<b>256.9%</b>
	<b>9600 CHARGES FOR SERVICES</b>				
	ROAD SVCS ON COUNTY ROADS	1,040,869	423,000	475,000	12.3%
	<b>Total 9600 CHARGES FOR SERVICES</b>	<b>1,040,869</b>	<b>423,000</b>	<b>475,000</b>	<b>12.3%</b>
	<b>9700 MISC REVENUE</b>				
	OTHER REVENUE	86,205	85,000	71,667	(15.7%)
	<b>Total 9700 MISC REVENUE</b>	<b>86,205</b>	<b>85,000</b>	<b>71,667</b>	<b>(15.7%)</b>
	<b>TOTAL PUBLIC WORKS IMPROVEMENT FINANCING SOURCES</b>	<b>1,131,366</b>	<b>509,000</b>	<b>550,236</b>	<b>8.1%</b>
<b>281</b>	<b>SURVEY MONUMENT PRESERVATION</b>				
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
	INTEREST INCOME	435	140	882	530.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>435</b>	<b>140</b>	<b>882</b>	<b>530.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>				
	RECORDING FEES	10,240	11,000	10,723	(2.5%)
	<b>Total 9600 CHARGES FOR SERVICES</b>	<b>10,240</b>	<b>11,000</b>	<b>10,723</b>	<b>(2.5%)</b>
	<b>TOTAL SURVEY MONUMENT PRESERVATION FINANCING SOURCES</b>	<b>10,675</b>	<b>11,140</b>	<b>11,605</b>	<b>4.2%</b>
<b>282</b>	<b>COUNTY DISASTER</b>				
	<b>9501 INTERGOVERNMENTAL REV STATE</b>				
	STATE OTHER	187,370	468,750	0	(100.0%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>187,370</b>	<b>468,750</b>	<b>0</b>	<b>(100.0%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>				
	FED OTHER	756,647	1,875,000	0	(100.0%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>756,647</b>	<b>1,875,000</b>	<b>0</b>	<b>(100.0%)</b>
	<b>9600 CHARGES FOR SERVICES</b>				
	ADMINISTRATION OVERHEAD	0	0	91	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>	<b>0</b>	<b>0</b>	<b>91</b>	<b>0.0%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9800 OTHER FINANCING SOURCES</b>					
		LONG-TERM DEBT PROCEEDS	0	359,920	100,557	(72.1%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>0</b>	<b>359,920</b>	<b>100,557</b>	<b>(72.1%)</b>
<b>TOTAL COUNTY DISASTER FINANCING SOURCES</b>			<b>944,017</b>	<b>2,703,670</b>	<b>100,648</b>	<b>(96.3%)</b>
<b>296 PUBLIC FACILITIES FEES</b>						
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	135,853	45,309	63,287	39.7%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>135,853</b>	<b>45,309</b>	<b>63,287</b>	<b>39.7%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		CAPITAL FACILITIES FEES	7,277,982	6,446,674	5,500,000	(14.7%)
		ADMINISTRATION OVERHEAD	0	2,965	0	(100.0%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>7,277,982</b>	<b>6,449,639</b>	<b>5,500,000</b>	<b>(14.7%)</b>
<b>TOTAL PUBLIC FACILITIES FEES FINANCING SOURCES</b>			<b>7,413,835</b>	<b>6,494,948</b>	<b>5,563,287</b>	<b>(14.3%)</b>
<b>326 SHERIFF - SPECIAL REVENUE</b>						
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
		LICENSES & PERMITS-OTHER	501,789	450,000	0	(100.0%)
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>501,789</b>	<b>450,000</b>	<b>0</b>	<b>(100.0%)</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE REGISTRATION ADDON FEE	0	0	502,200	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>0</b>	<b>0</b>	<b>502,200</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	4,689	3,500	0	(100.0%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>4,689</b>	<b>3,500</b>	<b>0</b>	<b>(100.0%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		COURT FEES	68,997	65,000	0	(100.0%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>68,997</b>	<b>65,000</b>	<b>0</b>	<b>(100.0%)</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	413,300	410,000	0	(100.0%)
	<b>Total 9700 MISC REVENUE</b>		<b>413,300</b>	<b>410,000</b>	<b>0</b>	<b>(100.0%)</b>
<b>TOTAL SHERIFF - SPECIAL REVENUE FINANCING SOURCES</b>			<b>988,774</b>	<b>928,500</b>	<b>502,200</b>	<b>(45.9%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>369</b>	<b>CHILD SUPPORT SERVICES</b>				
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
	INTEREST INCOME	6,838	6,000	6,000	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>6,838</b>	<b>6,000</b>	<b>6,000</b>	<b>0.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>				
	STATE SUPPORT ENFORCEMENT INC	4,124,488	4,190,460	4,190,460	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>4,124,488</b>	<b>4,190,460</b>	<b>4,190,460</b>	<b>0.0%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>				
	FED CHILD SUPPORT	8,057,350	8,134,422	8,134,422	0.0%
	FED OTHER	0	80,000	80,000	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>8,057,350</b>	<b>8,214,422</b>	<b>8,214,422</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>				
	INTERFUND SVCS PROVIDE-COUNTY	186,931	181,404	95,000	(47.6%)
	<b>Total 9600 CHARGES FOR SERVICES</b>	<b>186,931</b>	<b>181,404</b>	<b>95,000</b>	<b>(47.6%)</b>
	<b>9700 MISC REVENUE</b>				
	OTHER REVENUE	15	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>				
	TRANSFER IN-COUNTY CONTRIB	0	40,000	40,000	0.0%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>	<b>0.0%</b>
	<b>TOTAL CHILD SUPPORT SERVICES FINANCING SOURCES</b>	<b>12,375,622</b>	<b>12,632,286</b>	<b>12,545,882</b>	<b>(0.7%)</b>
<b>390</b>	<b>TOBACCO PREVENTION &amp; EDUCATION</b>				
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
	INTEREST INCOME	769	720	400	(44.4%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>769</b>	<b>720</b>	<b>400</b>	<b>(44.4%)</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>				
	STATE OTHER	107,486	794,442	850,928	7.1%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>107,486</b>	<b>794,442</b>	<b>850,928</b>	<b>7.1%</b>
	<b>TOTAL TOBACCO PREVENTION &amp; EDUCATION FINANCING SOURCES</b>	<b>108,255</b>	<b>795,162</b>	<b>851,328</b>	<b>7.1%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>900</b>	<b>PUBLIC SAFETY</b>					
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
		BUSINESS LICENSES	4,382	1,520	2,500	64.5%
		LICENSES & PERMITS-OTHER	71,675	64,775	75,830	17.1%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>76,057</b>	<b>66,295</b>	<b>78,330</b>	<b>18.2%</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	2,429	3,100	2,340	(24.5%)
		OTHER COURT FINES	2,438	2,000	1,800	(10.0%)
		VEHICLE FINES-DRUNK DRIVING	8,244	7,500	8,400	12.0%
		SB 1127 CONVICTIONS	30,000	30,000	30,000	0.0%
		FORFEITURES & PENALTIES	891,161	197,570	161,875	(18.1%)
		WORK FURLOUGH FEES	12,026	6,600	3,000	(54.5%)
		WORK RELEASE FEES	48,768	36,500	47,000	28.8%
		ELECTRONIC MONITOR DAILY FEES	245,705	220,000	270,000	22.7%
		ASP OTHER FEES	2,340	4,016	2,300	(42.7%)
		COURT ASSESSMENTS	0	0	65,000	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>1,243,112</b>	<b>507,286</b>	<b>591,715</b>	<b>16.6%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		BUILDING RENTAL	0	0	12,000	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>0</b>	<b>0</b>	<b>12,000</b>	<b>0.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE CATEGORICAL AID	16,089	6,060	5,000	(17.5%)
		STATE 4700 P.C.	1,261,729	1,133,000	1,143,000	0.9%
		STATE VLF REALIGNMENT - SS	32,862	32,859	154,031	368.8%
		STATE REIMB POLICE OFF TRAININ	35,252	40,000	15,000	(62.5%)
		ST ADM CWS/LIC FFH	41,974	44,216	44,200	(0.0%)
		STATE AID PUBLIC SAFETY SVCS	34,743,451	36,080,811	37,473,157	3.9%
		STATE - 2011 REALIGNMENT	19,737,498	19,195,144	18,970,900	(1.2%)
		ST SALES TX 1991 REALIGNMNT-SS	898,161	904,593	1,132,391	25.2%
		STATE OTHER	2,962,260	3,425,878	3,709,616	8.3%
		2011 REALIGNMENT REVOCATION	248,840	287,759	287,759	0.0%
		2011 REALIGNMENT BOOKING	0	0	848,012	0.0%
		2011 REALIGNMENT SLESF	0	0	302,032	0.0%
		2011 REALIGNMENT CALMMET	0	0	369,142	0.0%
		2011 REALIGNMENT FCARE ASSIST	278,009	218,400	345,600	58.2%
		2011 REALIGNMENT-CWS	19,913	40,612	28,600	(29.6%)
		CALWORKS - CHILD POVERTY	644	0	0	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>60,276,681</b>	<b>61,409,332</b>	<b>64,828,440</b>	<b>5.6%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL AID	267,471	352,800	183,706	(47.9%)
		FED ADM CWS SERVICES IVE	242,640	244,217	226,054	(7.4%)
		GRANT REVENUE	370,508	105,360	150,816	43.1%
		FED OTHER	553,128	622,395	515,470	(17.2%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>1,433,748</b>	<b>1,324,772</b>	<b>1,076,046</b>	<b>(18.8%)</b>



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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		OTHER GOVERNMENTAL AGENCIES	347,254	336,055	328,800	(2.2%)
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>347,254</b>	<b>336,055</b>	<b>328,800</b>	<b>(2.2%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		PHOTO/MICROFICHE COPIES	1,530	800	1,100	37.5%
		CONTRACT SERVICES	7,761,192	7,639,260	6,688,123	(12.5%)
		CIVIL PROCESS FEES	214,402	209,500	180,000	(14.1%)
		RECORDING FEES	7,859	714,494	719,348	0.7%
		COURT FEES	400	285	180	(36.8%)
		ADMIN SERVICES FEES	2,960	3,300	2,348	(28.8%)
		LEGAL FEES	127,444	111,190	77,000	(30.7%)
		OTHER PROFESSIONAL SERVICES	20,625	27,600	10,000	(63.8%)
		MEDICAL CARE-OTHER	2,815	345,000	400,006	15.9%
		INSTITUTIONAL CARE	2,645,678	2,413,075	0	(100.0%)
		DEPARTMENTAL ADMIN OVERHEAD	70,127	33,000	36,000	9.1%
		LAW ENFORCEMENT SERVICES	904,429	928,948	993,970	7.0%
		TIE DOWN FEES	7,597	0	0	0.0%
		OTHER CHARGES FOR SERVICES	693,136	613,482	300,387	(51.0%)
		WORK FURLOUGH APPLICATION FEES	1,274	1,500	600	(60.0%)
		WORK RELEASE APPLICATION FEES	71,491	56,000	66,000	17.9%
		ELECTRONIC MONITOR APPL FEES	51,343	45,250	56,000	23.8%
		INTERFUND SVCS PROVIDE-COUNTY	5,660	1,298	2,330	79.5%
		INTERFUND SVCS-LEGAL SRVCS	49,111	175,000	75,000	(57.1%)
		INTERFUND SVCS-PERSONNEL	0	2,000	0	(100.0%)
		INTERFUND SVCS-PRO SVCS	1,516,635	1,513,859	1,883,357	24.4%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>14,155,708</b>	<b>14,834,841</b>	<b>11,491,749</b>	<b>(22.5%)</b>
	<b>9700 MISC REVENUE</b>					
		CASH OVERAGE	390	400	200	(50.0%)
		OTHER REVENUE	515,252	711,822	820,270	15.2%
		DONATIONS AND CONTRIBUTIONS	856	0	0	0.0%
		INSURANCE PROCEEDS	627,634	447,380	560,000	25.2%
	<b>Total 9700 MISC REVENUE</b>		<b>1,144,132</b>	<b>1,159,602</b>	<b>1,380,470</b>	<b>19.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		SALE OF NONTAXABLE FIXED ASSET	7,650	0	0	0.0%
		OPERATING TRANSFERS IN	1,522,313	2,078,880	1,826,960	(12.1%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>1,529,963</b>	<b>2,078,880</b>	<b>1,826,960</b>	<b>(12.1%)</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	102,113,639	110,846,484	119,956,211	8.2%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>102,113,639</b>	<b>110,846,484</b>	<b>119,956,211</b>	<b>8.2%</b>
	<b>TOTAL PUBLIC SAFETY FINANCING SOURCES</b>		<b>182,320,293</b>	<b>192,563,547</b>	<b>201,570,721</b>	<b>4.7%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>901</b>	<b>C M F CASES</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE 4700 P.C.	496,176	382,642	375,419	(1.9%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>496,176</b>	<b>382,642</b>	<b>375,419</b>	<b>(1.9%)</b>
<b>TOTAL</b>	<b>C M F CASES FINANCING SOURCES</b>		<b>496,176</b>	<b>382,642</b>	<b>375,419</b>	<b>(1.9%)</b>
<b>902</b>	<b>HEALTH &amp; SOCIAL SERVICES</b>					
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
		LICENSES & PERMITS-OTHER	7,085	8,500	11,000	29.4%
		BURIAL PERMITS	12,260	0	12,000	0.0%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>19,345</b>	<b>8,500</b>	<b>23,000</b>	<b>170.6%</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		FORFEITURES & PENALTIES	295,076	317,863	313,975	(1.2%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>295,076</b>	<b>317,863</b>	<b>313,975</b>	<b>(1.2%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	573,014	251,381	393,766	56.6%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>573,014</b>	<b>251,381</b>	<b>393,766</b>	<b>56.6%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE VLF 1991 REALIGNMNT - PH	11,449,808	18,279,886	16,869,619	(7.7%)
		ST ADM FOOD STAMPS	7,736,627	7,546,107	7,413,495	(1.8%)
		STATE CALWORK SINGLE	5,795,689	6,109,409	7,394,747	21.0%
		ST ADM IHSS	3,065,630	3,049,374	2,605,485	(14.6%)
		STATE CATEGORICAL AID	1,720,365	3,384,752	3,070,707	(9.3%)
		SHORT DOYLE QUALITY ASSURANCE	1,406,713	1,794,498	1,704,807	(5.0%)
		ST ADM COUNTY SVS BLOCK GRANT	4,012	0	12	0.0%
		ST CMSP	11,519	0	3,853	0.0%
		ST ADM ADOPTIONS	0	7,512	0	(100.0%)
		STATE VLF REALIGNMENT - SS	14,055	592,034	2,505,410	323.2%
		PRIOR YEAR REV-STATE & OTHERS	2,651,687	1,856,042	258,174	(86.1%)
		ST ADM CWS/LIC FFH	16,185	0	0	0.0%
		STATE VLF 1991 REALIGNMNT-MH	1,013,214	317,392	1,013,213	219.2%
		STATE NON CWS ALLOCATION	429,531	1,249,599	1,034,171	(17.2%)
		STATE - 2011 REALIGNMENT	394,793	570,268	450,605	(21.0%)
		ST SALES TX 1991 REALIGNMNT-SS	9,688,484	18,194,064	12,121,823	(33.4%)
		ST SALES TX 1991 REALIGNMNT-MH	10,824,371	14,613,341	13,173,437	(9.9%)
		ST SALES TX 1991 REALIGNMNT-PH	3,012,033	5,500,091	4,311,396	(21.6%)
		STATE OTHER	3,778,273	4,407,279	4,669,754	6.0%
		IGT REVENUES	12,462,074	12,275,358	0	(100.0%)
		FEDERAL NON CWS ALLOCATION	325,910	927,207	709,994	(23.4%)
		FEDERAL KINGAP	16,516	14,702	19,890	35.3%
		1991 REALIGNMENT CALWORKS MOE	12,009,242	9,180,884	8,273,996	(9.9%)
		2011 REALIGNMENT AAP	2,870,358	2,478,134	3,216,602	29.8%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
		2011 REALIGNMENT SA-DMC	885,997	812,027	1,153,355	42.0%
		2011 REALIGNMENT SA-NON DMC	559,014	1,124,513	1,002,655	(10.8%)
		2011 REALIGNMENT FCARE ASSIST	3,319,789	3,350,634	3,386,290	1.1%
		2011 REALIGNMENT FCARE ADMIN	236,353	351,310	421,235	19.9%
		2011 REALIGNMENT ADOPTIONS	444,206	551,627	628,426	13.9%
		2011 REALIGNMENT-DRUG COURT	181,157	240,824	181,157	(24.8%)
		2011 REALIGNMENT-CHILD ABUSE	102,041	122,488	129,835	6.0%
		2011 REALIGNMENT-CWS	5,947,761	6,906,199	8,735,492	26.5%
		2011 REALIGNMENT-APS	1,146,013	1,012,095	1,514,464	49.6%
		2011 REALIGNMENT-MANAGED CARE	3,610,223	4,525,820	8,357,100	84.7%
		2011 REALIGNMENT-EPSDT	5,377,803	6,784,720	7,265,916	7.1%
		CALWORKS MOE-FAMILY SUPPORT	6,033,905	7,283,242	6,563,803	(9.9%)
		CALWORKS - CHILD POVERTY	3,521,670	2,892,544	3,547,289	22.6%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>122,063,022</b>	<b>148,305,976</b>	<b>133,708,207</b>	<b>(9.8%)</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
		FED S/D MEDI-CAL	12,592,255	17,353,991	15,828,803	(8.8%)
		FED SHORT DOYLE ADMIN	23,484,562	25,545,833	22,367,775	(12.4%)
		FED ADM ILP IV-E	146,156	146,156	137,211	(6.1%)
		FED ADM CWS TANF	1,634,397	1,633,515	1,633,515	0.0%
		FED ADM FOSTER CARE IV-E	261,093	322,691	471,113	46.0%
		FEDERAL AID	20,756,292	23,000,502	19,906,001	(13.5%)
		FED ADM ADOPTIONS IV-E	397,094	404,896	431,922	6.7%
		FED ADM PSSF IV-B	258,533	259,381	224,714	(13.4%)
		FEDERAL TITLE XX-CWS	267,288	267,289	267,289	0.0%
		FED CALWORKS TANF	16,507,414	17,656,893	14,695,257	(16.8%)
		FEDERAL TITLE XX-CALWORKS	247,296	247,295	0	(100.0%)
		FED ADM FOOD STAMPS	8,212,675	8,094,958	8,615,914	6.4%
		FED ADM REFUGEE	3,091	4,668	0	(100.0%)
		FED ADM HEALTH RELATED SVS	5,939,412	5,471,103	6,000,591	9.7%
		FEDERAL ALCOHOL & DRUG-SAPT	2,479,863	2,672,314	2,511,457	(6.0%)
		FED ADM CWS IV-B	168,485	168,485	167,804	(0.4%)
		FED ADM CWS SERVICES IVE	3,704,412	3,117,176	4,378,070	40.4%
		GRANT REVENUE	3,417,463	1,513,593	2,970,509	96.3%
		PRIOR YEAR REV-FEDERAL	11,320,242	8,599,879	6,501,269	(24.4%)
		FED OTHER	1,007,603	2,013,270	2,062,271	2.4%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>112,805,627</b>	<b>118,493,888</b>	<b>109,171,485</b>	<b>(7.9%)</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
		OTHER GOVERNMENTAL AGENCIES	793,872	976,244	942,563	(3.5%)
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>793,872</b>	<b>976,244</b>	<b>942,563</b>	<b>(3.5%)</b>
<b>9600 CHARGES FOR SERVICES</b>						
		PHOTO/MICROFICHE COPIES	24,852	26,442	20,870	(21.1%)
		CONTRACT SERVICES	603,001	590,591	466,522	(21.0%)
		ESTATE & PUBLIC ADMIN FEES	259,727	150,000	175,000	16.7%
		RECORDING FEES	236,771	320,761	320,000	(0.2%)
		ADMIN SERVICES FEES	906,607	1,359,530	1,223,882	(10.0%)
		TELEPHONE SYSTEM	(39)	0	0	0.0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
		OTHER PROFESSIONAL SERVICES	333,445	402,008	520,000	29.4%
		MENTAL HEALTH INDIGENT PAY	121,864	88,002	110,275	25.3%
		PRIVATE PAY PATIENT	308,704	320,301	458,630	43.2%
		ADMINISTRATION OVERHEAD	2,234	0	21,349	0.0%
		INSURANCE PAYMENTS	113,071	92,576	78,793	(14.9%)
		MEDI-CAL SERVICES	13,025,770	16,643,598	15,831,686	(4.9%)
		MEDICARE SERVICES	1,254,375	1,826,322	1,723,239	(5.6%)
		PRIOR YEAR REV-OTHER CHARGES	480,435	2,772,515	0	(100.0%)
		CMSP SERVICES	52,600	125,000	125,000	0.0%
		OTHER CHARGES FOR SERVICES	408,198	250,000	350,000	40.0%
		MANAGED CARE SERVICES	4,599,208	4,628,828	4,498,137	(2.8%)
		INTERFUND SVCS PROVIDE-COUNTY	300	0	0	0.0%
		INTERFUND SVCS-PERSONNEL	0	0	200,906	0.0%
		INTERFUND SVCS-PRO SVCS	405,514	489,956	103,700	(78.8%)
		<b>Total 9600 CHARGES FOR SERVICES</b>	<b>23,136,637</b>	<b>30,086,430</b>	<b>26,227,989</b>	<b>(12.8%)</b>
		<b>9700 MISC REVENUE</b>				
		OTHER REVENUE	3,878,563	2,767,506	3,366,845	21.7%
		DONATIONS AND CONTRIBUTIONS	350	0	0	0.0%
		INSURANCE PROCEEDS	500	0	0	0.0%
		<b>Total 9700 MISC REVENUE</b>	<b>3,879,413</b>	<b>2,767,506</b>	<b>3,366,845</b>	<b>21.7%</b>
		<b>9800 OTHER FINANCING SOURCES</b>				
		OPERATING TRANSFERS IN	2,441,784	2,035,488	1,650,670	(18.9%)
		TRANSFERS IN - MHSA	18,791,273	20,671,977	24,655,744	19.3%
		<b>Total 9800 OTHER FINANCING SOURCES</b>	<b>21,233,056</b>	<b>22,707,465</b>	<b>26,306,414</b>	<b>15.8%</b>
		<b>9801 GENERAL FUND CONTRIBUTION</b>				
		TRANSFER IN-COUNTY CONTRIB	25,427,982	25,089,158	21,012,430	(16.2%)
		<b>Total 9801 GENERAL FUND CONTRIBUTION</b>	<b>25,427,982</b>	<b>25,089,158</b>	<b>21,012,430</b>	<b>(16.2%)</b>
		<b>TOTAL HEALTH &amp; SOCIAL SERVICES FINANCING SOURCES</b>	<b>310,227,046</b>	<b>349,004,411</b>	<b>321,466,674</b>	<b>(7.9%)</b>
<b>903</b>		<b>WORKFORCE DEVELOPMENT BOARD</b>				
		<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
		INTEREST INCOME	2,808	0	0	0.0%
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>2,808</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
		<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>				
		GRANT REVENUE	4,029,418	3,989,345	4,697,987	17.8%
		<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>4,029,418</b>	<b>3,989,345</b>	<b>4,697,987</b>	<b>17.8%</b>
		<b>9503 INTERGOVERNMENTAL REV OTHER</b>				
		OTHER GOVERNMENTAL AGENCIES	867,850	1,813,494	1,630,000	(10.1%)
		<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>	<b>867,850</b>	<b>1,813,494</b>	<b>1,630,000</b>	<b>(10.1%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	223	0	0	0.0%
		DONATIONS AND CONTRIBUTIONS	4,112	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>4,335</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>WORKFORCE DEVELOPMENT BOARD FINANCING SOURCES</b>		<b>4,904,412</b>	<b>5,802,839</b>	<b>6,327,987</b>	<b>9.0%</b>
<b>905</b>	<b>COUNTY LOCAL REVENUE FUND 2011</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE - 2011 REALIGNMENT	109,805	22,843	134,574	489.1%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>109,805</b>	<b>22,843</b>	<b>134,574</b>	<b>489.1%</b>
<b>TOTAL</b>	<b>COUNTY LOCAL REVENUE FUND 2011 FINANCING SOURCES</b>		<b>109,805</b>	<b>22,843</b>	<b>134,574</b>	<b>489.1%</b>
<b>906</b>	<b>MHSA</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	306,161	206,576	364,574	76.5%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>306,161</b>	<b>206,576</b>	<b>364,574</b>	<b>76.5%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE OTHER	18,240,750	18,072,638	18,946,220	4.8%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>18,240,750</b>	<b>18,072,638</b>	<b>18,946,220</b>	<b>4.8%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	10,657	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>10,657</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>MHSA FINANCING SOURCES</b>		<b>18,557,569</b>	<b>18,279,214</b>	<b>19,310,794</b>	<b>5.6%</b>
<b>TOTAL</b>	<b>SPECIAL REVENUE FUNDS FINANCING SOURCES</b>		<b>595,505,834</b>	<b>646,213,128</b>	<b>643,402,604</b>	<b>(0.4%)</b>
<b>03</b>	<b>CAPITAL PROJECT FUNDS</b>					
<b>006</b>	<b>CAPITAL OUTLAY</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	1,882,537	1,951,319	2,103,697	7.8%
		CURRENT UNSECURED	103,434	102,819	101,062	(1.7%)
		PRIOR UNSECURED	2,723	2,356	2,356	0.0%
		SUPPLEMENTAL SECURED	49,618	56,105	76,459	36.3%
		PRIOR SECURED	872	3,143	36,840	1072.1%
		UNITARY	69,569	73,047	76,472	4.7%
		ABX1 26 RESIDUAL TAXES	152,399	158,477	166,689	5.2%
		ABX1 26 PASS THROUGH	372,479	387,791	408,475	5.3%
	<b>Total 9000 TAXES</b>		<b>2,633,630</b>	<b>2,735,057</b>	<b>2,972,050</b>	<b>8.7%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	144,490	100,000	150,000	50.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>144,490</b>	<b>100,000</b>	<b>150,000</b>	<b>50.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	206	206	206	0.0%
		STATE HIGHWAY RENTALS	5	12	9	(25.0%)
		HOMEOWNERS PROPERTY TAX RELIEF	24,592	24,281	24,103	(0.7%)
		STATE CONSTRUCTION	3,003,527	19,942,820	0	(100.0%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>3,028,330</b>	<b>19,967,319</b>	<b>24,318</b>	<b>(99.9%)</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		LMIHF & OTHER ASSETS	12,134	14,988	14,988	0.0%
		OTHER GOVERNMENTAL AGENCIES	27,530	0	0	0.0%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>39,664</b>	<b>14,988</b>	<b>14,988</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	828,084	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>828,084</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	1,570,745	120,000	591,300	392.8%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>1,570,745</b>	<b>120,000</b>	<b>591,300</b>	<b>392.8%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	2,193,400	3,236,000	965,000	(70.2%)
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>2,193,400</b>	<b>3,236,000</b>	<b>965,000</b>	<b>(70.2%)</b>
	<b>TOTAL CAPITAL OUTLAY FINANCING SOURCES</b>		<b>10,438,344</b>	<b>26,173,364</b>	<b>4,717,656</b>	<b>(82.0%)</b>
<b>106</b>	<b>PUBLIC ARTS PROJECTS</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	399	400	500	25.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>399</b>	<b>400</b>	<b>500</b>	<b>25.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	133	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>133</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	4,643	4,175	5,059	21.2%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>4,643</b>	<b>4,175</b>	<b>5,059</b>	<b>21.2%</b>
	<b>TOTAL PUBLIC ARTS PROJECTS FINANCING SOURCES</b>		<b>5,175</b>	<b>4,575</b>	<b>5,559</b>	<b>21.5%</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b> <b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>107</b>	<b>FAIRGROUNDS DEVELOPMENT PROJ</b>				
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
	ROYALTIES	27,133	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>27,133</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>				
	ADMINISTRATION OVERHEAD	4,134	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>	<b>4,134</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>				
	LONG-TERM DEBT PROCEEDS	0	7,267,568	8,194,331	12.8%
	<b>Total 9800 OTHER FINANCING SOURCES</b>	<b>0</b>	<b>7,267,568</b>	<b>8,194,331</b>	<b>12.8%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>				
	TRANSFER IN-COUNTY CONTRIB	0	4,000,000	1,500,000	(62.5%)
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>	<b>0</b>	<b>4,000,000</b>	<b>1,500,000</b>	<b>(62.5%)</b>
	<b>TOTAL FAIRGROUNDS DEVELOPMENT PROJ FINANCING SOURCES</b>	<b>31,267</b>	<b>11,267,568</b>	<b>9,694,331</b>	<b>(14.0%)</b>
<b>249</b>	<b>HSS CAPITAL PROJECTS</b>				
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
	INTEREST INCOME	6,373	5,200	7,501	44.3%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>6,373</b>	<b>5,200</b>	<b>7,501</b>	<b>44.3%</b>
	<b>9600 CHARGES FOR SERVICES</b>				
	ADMINISTRATION OVERHEAD	97,034	50,530	7,591	(85.0%)
	<b>Total 9600 CHARGES FOR SERVICES</b>	<b>97,034</b>	<b>50,530</b>	<b>7,591</b>	<b>(85.0%)</b>
	<b>TOTAL HSS CAPITAL PROJECTS FINANCING SOURCES</b>	<b>103,407</b>	<b>55,730</b>	<b>15,092</b>	<b>(72.9%)</b>
	<b>TOTAL CAPITAL PROJECT FUNDS FINANCING SOURCES</b>	<b>10,578,193</b>	<b>37,501,237</b>	<b>14,432,638</b>	<b>(61.5%)</b>
<b>04</b>	<b>DEBT SERVICE FUNDS</b>				
<b>306</b>	<b>PENSION DEBT SERVICE</b>				
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
	INTEREST INCOME	22,567	13,000	27,000	107.7%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>22,567</b>	<b>13,000</b>	<b>27,000</b>	<b>107.7%</b>
	<b>9700 MISC REVENUE</b>				
	OTHER REVENUE	5,673,058	2,273,299	2,500,000	10.0%
	<b>Total 9700 MISC REVENUE</b>	<b>5,673,058</b>	<b>2,273,299</b>	<b>2,500,000</b>	<b>10.0%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	9,913,522	10,952,736	4,579,946	(58.2%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>9,913,522</b>	<b>10,952,736</b>	<b>4,579,946</b>	<b>(58.2%)</b>
<b>TOTAL</b>	<b>PENSION DEBT SERVICE FINANCING SOURCES</b>		<b>15,609,147</b>	<b>13,239,035</b>	<b>7,106,946</b>	<b>(46.3%)</b>
<b>332</b>	<b>GOVERNMENT CENTER DEBT SERVICE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	30,475	23,000	30,500	32.6%
		BUILDING RENTAL	15,622	15,938	15,938	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>46,097</b>	<b>38,938</b>	<b>46,438</b>	<b>19.3%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		BUILDING USE FEES-CAC	1,636,848	2,778,441	2,770,011	(0.3%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>1,636,848</b>	<b>2,778,441</b>	<b>2,770,011</b>	<b>(0.3%)</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	0	(1)	0	(100.0%)
	<b>Total 9700 MISC REVENUE</b>		<b>0</b>	<b>(1)</b>	<b>0</b>	<b>(100.0%)</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	6,198,725	5,079,426	4,423,480	(12.9%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>6,198,725</b>	<b>5,079,426</b>	<b>4,423,480</b>	<b>(12.9%)</b>
<b>TOTAL</b>	<b>GOVERNMENT CENTER DEBT SERVICE FINANCING SOURCES</b>		<b>7,881,670</b>	<b>7,896,804</b>	<b>7,239,929</b>	<b>(8.3%)</b>
<b>334</b>	<b>H&amp;SS SPH ADMIN/REFINANCE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	6,615	3,000	7,931	164.4%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>6,615</b>	<b>3,000</b>	<b>7,931</b>	<b>164.4%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	1,741,303	1,753,560	1,751,012	(0.1%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>1,741,303</b>	<b>1,753,560</b>	<b>1,751,012</b>	<b>(0.1%)</b>
<b>TOTAL</b>	<b>H&amp;SS SPH ADMIN/REFINANCE FINANCING SOURCES</b>		<b>1,747,918</b>	<b>1,756,560</b>	<b>1,758,943</b>	<b>0.1%</b>
<b>336</b>	<b>2013 COP ANIMAL CARE PROJECT</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	701	400	701	75.3%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>701</b>	<b>400</b>	<b>701</b>	<b>75.3%</b>



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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
	OTHER GOVERNMENTAL AGENCIES		417,211	417,211	417,211	0.0%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>417,211</b>	<b>417,211</b>	<b>417,211</b>	<b>0.0%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
	TRANSFER IN-COUNTY CONTRIB		44,970	44,970	44,970	0.0%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>44,970</b>	<b>44,970</b>	<b>44,970</b>	<b>0.0%</b>
<b>TOTAL 2013 COP ANIMAL CARE PROJECT FINANCING SOURCES</b>			<b>462,882</b>	<b>462,581</b>	<b>462,882</b>	<b>0.1%</b>
<b>TOTAL DEBT SERVICE FUNDS FINANCING SOURCES</b>			<b>25,701,618</b>	<b>23,354,980</b>	<b>16,568,700</b>	<b>(29.1%)</b>
<b>TOTAL ALL FUNDS</b>			<b>853,318,020</b>	<b>933,303,933</b>	<b>915,000,201</b>	<b>(2.0%)</b>

**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**  
**FY2018/19**

DESCRIPTION	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>SUMMARIZATION BY FUNCTION</b>				
GENERAL GOVERNMENT	206,713,373	249,885,031	240,568,919	(3.7%)
PUBLIC PROTECTION	222,998,617	235,984,744	245,627,349	4.1%
PUBLIC WAYS & FAC	19,497,556	20,685,223	23,543,801	13.8%
HEALTH & SANITATION	178,000,371	216,743,000	207,854,827	(4.1%)
PUBLIC ASSISTANCE	162,883,563	178,785,948	170,290,522	(4.8%)
EDUCATION	19,943,993	26,021,858	24,652,629	(5.3%)
REC & CULTURAL SERVICES	1,604,659	1,744,525	1,784,635	2.3%
DEBT SERVICE	20,563,476	18,962,681	13,932,828	(26.5%)
<b>TOTAL FINANCING USES BY FUNCTION</b>	<b>832,205,608</b>	<b>948,813,010</b>	<b>928,255,510</b>	<b>(2.2%)</b>
<b>APPROPRIATIONS FOR CONTINGENCIES</b>				
001 GENERAL FUND	0	14,675,799	12,000,000	(18.2%)
004 COUNTY LIBRARY	0	13,150,848	12,787,181	(2.8%)
012 FISH/WILDLIFE PROPAGATION	0	22,354	4,560	(79.6%)
016 PARKS AND RECREATION	0	50,753	3,731	(92.6%)
035 JH REC HALL - WARD WELFARE	0	126,991	127,314	0.3%
101 ROAD	0	1,662,525	0	(100.0%)
105 HOUSING REHABILITATION	0	33,635	33,635	0.0%
120 HOMEACRES LOAN PROGRAM	0	1,645,408	1,582,508	(3.8%)
151 FIRST 5 FUTURE INITIATIVE	0	126,666	203,589	60.7%
153 FIRST 5 SOLANO	0	1,305,215	1,000,000	(23.4%)
215 RECORDER SPECIAL REVENUE	0	7,766,615	7,972,180	2.6%
228 LIBRARY - FRIENDS & FOUNDATION	0	72,104	0	(100.0%)
233 DISTRICT ATTORNEY SPECIAL REV	0	4,496,583	3,195,730	(28.9%)
241 CIVIL PROCESSING FEES	0	524,985	577,779	10.1%
253 SHERIFF'S ASSET SEIZURE	0	246,883	49,533	(79.9%)
263 CJ TEMP CONSTRUCTION	0	685,065	542,118	(20.9%)
264 CRTHSE TEMP CONST	0	85,716	30,772	(64.1%)
278 PUBLIC WORKS IMPROVEMENT	0	1,147,274	207,990	(81.9%)
281 SURVEY MONUMENT PRESERVATION	0	52,195	55,212	5.8%
296 PUBLIC FACILITIES FEES	0	20,819,813	21,449,485	3.0%
326 SHERIFF - SPECIAL REVENUE	0	305,339	688,616	125.5%
390 TOBACCO PREVENTION & EDUCATION	0	615	0	(100.0%)

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

DESCRIPTION	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
006 CAPITAL OUTLAY	0	3,000,961	110,537	(96.3%)
106 PUBLIC ARTS PROJECTS	0	1,673	2,173	29.9%
249 HSS CAPITAL PROJECTS	0	562,791	567,017	0.8%
<b>TOTAL APPROPRIATIONS FOR CONTINGENCIES</b>	<b>0</b>	<b>72,568,806</b>	<b>63,191,660</b>	<b>(12.9%)</b>
<b>SUBTOTAL FINANCING USES</b>	<b>832,205,608</b>	<b>1,021,381,816</b>	<b>991,447,170</b>	<b>(2.9%)</b>
<b>PROVISIONS FOR OBLIGATED FUND BALANCES</b>				
001 GENERAL FUND	0	21,994,638	8,807,850	(60.0%)
004 COUNTY LIBRARY	0	0	500,000	0
153 FIRST 5 SOLANO	0	514,877	524,157	1.8%
906 MHSA	0	1,269,888	12,350,904	872.6%
306 PENSION DEBT SERVICE	0	5,466,356	2,803,856	(48.7%)
<b>TOTAL OBLIGATED FUND BALANCES</b>	<b>0</b>	<b>29,245,759</b>	<b>24,986,767</b>	<b>(14.6%)</b>
<b>TOTAL FINANCING USES</b>	<b>832,205,608</b>	<b>1,050,627,575</b>	<b>1,016,433,937</b>	<b>(3.3%)</b>
<b>SUMMARIZATION BY FUND</b>				
001 GENERAL FUND	213,515,041	273,369,859	268,940,129	(1.6%)
004 COUNTY LIBRARY	17,609,705	36,542,388	35,424,127	(3.1%)
012 FISH/WILDLIFE PROPAGATION	2,891	37,294	19,500	(47.7%)
016 PARKS AND RECREATION	1,604,659	1,795,278	1,788,366	(0.4%)
035 JH REC HALL - WARD WELFARE	3,504	137,352	138,352	0.7%
036 LIBRARY ZONE 1	1,450,804	1,619,185	1,438,735	(11.1%)
037 LIBRARY ZONE 2	43,820	49,367	46,866	(5.1%)
066 LIBRARY ZONE 6	18,589	22,040	21,113	(4.2%)
067 LIBRARY ZONE 7	416,666	486,738	494,408	1.6%
101 ROAD	19,445,198	21,746,748	23,068,801	6.1%
105 HOUSING REHABILITATION	231,000	33,635	33,635	0.0%
110 MICROENTERPRISE BUSINESS	200,037	4,553	2,809	(38.3%)
120 HOMEACRES LOAN PROGRAM	892	1,646,327	1,663,408	1.0%
150 HOUSING & URBAN DEVELOPMENT	2,225,538	2,300,000	2,300,000	0.0%
151 FIRST 5 FUTURE INITIATIVE	670,836	833,226	910,149	9.2%
152 IN HOME SUPP SVCS-PUBLIC AUTH	4,170,239	5,303,696	17,727,378	234.2%
153 FIRST 5 SOLANO	3,620,278	6,540,569	6,303,449	(3.6%)
215 RECORDER SPECIAL REVENUE	934,409	8,577,665	8,646,380	0.8%
228 LIBRARY - FRIENDS & FOUNDATION	131,992	178,377	201,516	13.0%
233 DISTRICT ATTORNEY SPECIAL REV	1,034,358	5,428,026	4,359,187	(19.7%)
241 CIVIL PROCESSING FEES	88,419	614,542	667,364	8.6%
253 SHERIFF'S ASSET SEIZURE	363,005	315,349	211,672	(32.9%)

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

DESCRIPTION	2016/17 ACTUAL	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
254 MENTALLY ILL CRIME OFFENDER	419,329	511,310	522,000	2.1%
256 SHERIFF OES	871,076	826,873	1,040,030	25.8%
263 CJ TEMP CONSTRUCTION	708,080	687,139	892,408	29.9%
264 CRTHSE TEMP CONST	399,381	484,056	278,116	(42.5%)
278 PUBLIC WORKS IMPROVEMENT	52,358	1,748,274	682,990	(60.9%)
281 SURVEY MONUMENT PRESERVATION	919	67,922	71,029	4.6%
282 COUNTY DISASTER	374,284	2,625,941	3,799	(99.9%)
296 PUBLIC FACILITIES FEES	2,105,477	23,027,699	23,653,222	2.7%
326 SHERIFF - SPECIAL REVENUE	821,477	1,716,433	1,239,542	(27.8%)
369 CHILD SUPPORT SERVICES	12,377,384	12,872,448	12,790,410	(0.6%)
390 TOBACCO PREVENTION & EDUCATION	178,284	795,777	851,328	7.0%
900 PUBLIC SAFETY	182,682,338	192,563,546	201,570,721	4.7%
901 C M F CASES	504,840	361,788	375,419	3.8%
902 HEALTH & SOCIAL SERVICES	307,468,863	354,139,245	322,293,275	(9.0%)
903 WORKFORCE DEVELOPMENT BOARD	4,910,074	5,826,210	6,327,987	8.6%
905 COUNTY LOCAL REVENUE FUND 2011	109,805	86,574	134,574	55.4%
906 MHSA	18,791,337	21,942,140	37,006,927	68.7%
006 CAPITAL OUTLAY	10,450,402	31,381,221	7,026,347	(77.6%)
106 PUBLIC ARTS PROJECTS	5,201	5,848	7,232	23.7%
107 FAIRGROUNDS DEVELOPMENT PROJ	341,612	6,378,687	7,943,031	24.5%
249 HSS CAPITAL PROJECTS	287,728	567,193	579,522	2.2%
306 PENSION DEBT SERVICE	10,436,803	14,295,376	7,106,946	(50.3%)
332 GOVERNMENT CENTER DEBT SERVICE	7,904,486	7,896,805	7,394,408	(6.4%)
334 H&SS SPH ADMIN/REFINANCE	1,749,823	1,759,212	1,758,943	(0.0%)
336 2013 COP ANIMAL CARE PROJECT	472,364	477,644	476,387	(0.3%)
<b>TOTAL FINANCING USES</b>	<b>832,205,608</b>	<b>1,050,627,575</b>	<b>1,016,433,937</b>	<b>(3.3%)</b>

**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**  
**FY2018/19**

FUNCTION, ACTIVITY AND BUDGET UNIT		2016/17 ACTUALS	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>GENERAL GOVERNMENT</b>					
<b>LEGISLATIVE &amp; ADMIN</b>					
1001	BOS-DISTRICT 1	492,953	510,449	534,461	4.7%
1003	BOS-DISTRICT 2	495,233	485,704	520,612	7.2%
1003	BOS-DISTRICT 3	467,648	489,513	511,559	4.5%
1004	BOS-DISTRICT 4	530,190	549,736	548,003	(0.3%)
1005	BOS-DISTRICT 5	410,643	495,072	487,069	(1.6%)
1008	BOS-ADMINISTRATION	207,658	226,630	235,775	4.0%
1100	ADMINISTRATION	3,576,301	3,952,078	4,062,865	2.8%
1101	GENERAL REVENUE	190,447	485,000	500,000	3.1%
1103	EMPLOYEE DEVELOPMENT & TRAINING	572,125	760,311	643,114	(15.4%)
1450	DELTA WATER ACTIVITIES	735,107	939,087	893,816	(4.8%)
<b>Total LEGISLATIVE &amp; ADMIN</b>		<b>7,678,305</b>	<b>8,893,580</b>	<b>8,937,274</b>	<b>0.5%</b>
<b>FINANCE</b>					
1150	ASSESSOR	6,355,858	7,376,013	7,376,246	0.0%
1200	AUDITOR-CONTROLLER	4,701,936	4,982,813	5,368,392	7.7%
1300	TAX COLLECTOR/COUNTY CLERK	2,086,526	2,358,556	2,448,483	3.8%
1350	TREASURER	941,333	1,117,629	1,132,557	1.3%
<b>Total FINANCE</b>		<b>14,085,653</b>	<b>15,835,011</b>	<b>16,325,678</b>	<b>3.1%</b>
<b>COUNSEL</b>					
1400	COUNTY COUNSEL	4,222,371	4,504,035	4,764,756	5.8%
<b>Total COUNSEL</b>		<b>4,222,371</b>	<b>4,504,035</b>	<b>4,764,756</b>	<b>5.8%</b>
<b>PERSONNEL</b>					
1500	HUMAN RESOURCES	3,435,871	4,119,493	3,988,137	(3.2%)
<b>Total PERSONNEL</b>		<b>3,435,871</b>	<b>4,119,493</b>	<b>3,988,137</b>	<b>(3.2%)</b>
<b>ELECTIONS</b>					
1550	REGISTRAR OF VOTERS	4,456,080	4,130,500	4,559,098	10.4%
<b>Total ELECTIONS</b>		<b>4,456,080</b>	<b>4,130,500</b>	<b>4,559,098</b>	<b>10.4%</b>
<b>PROPERTY MANAGEMENT</b>					
1640	REAL ESTATE SERVICES	837,183	729,641	920,643	26.2%
<b>Total PROPERTY MANAGEMENT</b>		<b>837,183</b>	<b>729,641</b>	<b>920,643</b>	<b>26.2%</b>

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

FUNCTION, ACTIVITY AND BUDGET UNIT		2016/17 ACTUALS	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>PLANT ACQUISITION</b>					
1700	CAPITAL PROJECTS	10,450,402	28,380,260	6,915,810	(75.6%)
1630	PUBLIC ART	5,201	4,175	5,059	212%
1820	FAIRGROUNDS DEVELOPMENT PROJECT	341,612	6,378,687	7,943,031	24.5%
2490	HSS CAPITAL PROJECTS	287,728	4,402	12,505	184.1%
1760	PUBLIC FACILITIES FEES	2,105,477	2,207,886	2,203,737	(0.2%)
<b>Total PLANT ACQUISITION</b>		<b>13,190,421</b>	<b>36,975,410</b>	<b>17,080,142</b>	<b>(53.8%)</b>
<b>PROMOTION</b>					
1750	PROMOTION	444,755	249,677	178,886	(28.4%)
<b>Total PROMOTION</b>		<b>444,755</b>	<b>249,677</b>	<b>178,886</b>	<b>(28.4%)</b>
<b>OTHER GENERAL</b>					
1117	GENERAL SERVICES	16,624,312	19,007,484	20,404,657	7.4%
1903	GENERAL EXPENDITURES	14,197,163	157,769,506	165,976,295	5.2%
1904	SURVEYOR/ENGINEER	90,563	76,307	105,794	38.6%
1905	COUNTYWIDE COST ALLOCATION PLAN	(3,336,852)	(4,440,050)	(4,708,005)	6.0%
1906	GENERAL FUND OTHER-DEBT SERVICE	3,066,630	2,018,709	2,019,747	0.1%
1950	SURVEY MONUMENT	919	15,727	15,817	0.6%
<b>Total OTHER GENERAL</b>		<b>158,362,734</b>	<b>174,447,683</b>	<b>183,814,305</b>	<b>5.4%</b>
<b>Total GENERAL GOVERNMENT</b>		<b>206,713,373</b>	<b>249,885,031</b>	<b>240,568,919</b>	<b>(3.7%)</b>
<b>PUBLIC PROTECTION</b>					
<b>JUDICIAL</b>					
2400	GRAND JURY	114,303	137,490	135,055	(1.8%)
4100	DA SPECIAL REVENUE	1,034,358	931,443	1,163,457	24.9%
2480	DEPT OF CHILD SUPPORT SERVICES	12,377,384	12,872,448	12,790,410	(0.6%)
6500	DISTRICT ATTORNEY	22,625,309	24,238,129	26,177,095	8.0%
6530	PUBLIC DEFENDER	12,303,065	13,272,022	14,298,482	7.7%
6540	ALTERNATE PUBLIC DEFENDER	3,907,967	4,300,116	4,386,261	2.0%
6730	OTHER PUBLIC DEFENSE	2,864,873	2,654,244	3,160,661	19.1%
6800	C M F CASES	504,840	361,788	375,419	3.8%
<b>Total JUDICIAL</b>		<b>55,732,100</b>	<b>58,767,680</b>	<b>62,486,840</b>	<b>6.3%</b>
<b>POLICE PROTECTION</b>					
4110	CIVIL PROCESSING FEES	88,419	89,557	89,585	0.0%
4120	SHERIFF ASSET SEIZURE	363,005	68,466	162,139	136.8%
2540	MENTALLY ILL OFFENDER GRANT	419,329	511,310	522,000	2.1%
2535	EMERGENCY MGMT PERFORM GRANTS	320,058	40,000	82,500	106.3%
2536	FLOOD EMERGENCY RESPONSE GRANT	240,289	25,408	0	(100.0%)
2538	URBAN AREAS SEC INITIATIVE	88,468	0	104,590	0.0%

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

FUNCTION, ACTIVITY AND BUDGET UNIT		2016/17 ACTUALS	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
2539	HOMELAND SECURITY GRANTS	222,261	761,465	852,940	12.0%
4050	AUTOMATED IDENTIFICATION	441,832	871,244	0	(100.0%)
4052	VEHICLE THEFT INVES/RECOVERY	379,646	539,850	550,926	2.1%
6550	SHERIFF	103,582,909	106,272,977	110,337,801	3.8%
<b>Total POLICE PROTECTION</b>		<b>106,146,216</b>	<b>109,180,277</b>	<b>112,702,481</b>	<b>3.2%</b>
<b>DETENTION &amp; CORRECT</b>					
8035	JH REC HALL - WARD WELFARE	3,504	10,361	11,038	6.5%
4130	CJ FAC TEMP CONST FUND	708,080	2,074	350,290	16789.6%
4140	CRTHSE TEMP CONST FUND	399,381	398,340	247,344	(37.9%)
6650	PROBATION	37,398,216	41,826,058	43,210,421	3.3%
6901	2011REALIGNMENT-ADMINISTRATIO	109,805	86,574	134,574	55.4%
<b>Total DETENTION &amp; CORRECT</b>		<b>38,618,986</b>	<b>42,323,407</b>	<b>43,953,667</b>	<b>3.9%</b>
<b>PROTECTION &amp; INSPECT</b>					
2830	AGRICULTURAL COMMISSIONER	2,924,621	3,456,749	3,651,148	5.6%
2850	ANIMAL CARE SERVICES	3,776,041	4,676,198	5,243,462	12.1%
<b>Total PROTECTION &amp; INSPECT</b>		<b>6,700,662</b>	<b>8,132,947</b>	<b>8,894,610</b>	<b>9.4%</b>
<b>OTHER PROTECTION</b>					
2909	RECORDER	1,822,244	1,926,724	2,057,595	6.8%
2910	RESOURCE MANAGEMENT	9,718,618	11,729,863	11,658,268	(0.6%)
5500	OFFICE OF FAMILY VIOLENCE PREV	665,023	792,384	801,039	1.1%
2950	FISH/WILDLIFE PROPAGATION PROG	2,891	14,940	14,940	0.0%
8215	CDBG 99	231,000	0	0	0.0%
2110	MICROENTERPRISE BUSINESS	200,037	4,553	2,809	(38.3%)
8220	HOMEACRES LOAN PROGRAM	892	919	80,900	8703.0%
1510	HOUSING & URBAN DEVELOPMENT	2,225,538	2,300,000	2,300,000	0.0%
4000	RECORDER SPECIAL REVENUE	934,409	811,050	674,200	(16.9%)
<b>Total OTHER PROTECTION</b>		<b>15,800,652</b>	<b>17,580,433</b>	<b>17,589,751</b>	<b>0.1%</b>
<b>Total PUBLIC PROTECTION</b>		<b>222,998,617</b>	<b>235,984,744</b>	<b>245,627,349</b>	<b>4.1%</b>
<b>PUBLIC WAYS &amp; FAC</b>					
<b>PUBLIC WAYS</b>					
3010	TRANSPORTATION DEPARTMENT	19,432,319	20,071,223	23,053,180	14.9%
3030	REGIONAL TRANSPORTATION PROJ	12,879	13,000	15,621	20.2%
3020	PUBLIC WORKS IMPROVEMENT	52,358	601,000	475,000	(21.0%)
<b>Total PUBLIC WAYS</b>		<b>19,497,556</b>	<b>20,685,223</b>	<b>23,543,801</b>	<b>13.8%</b>
<b>Total PUBLIC WAYS &amp; FAC</b>		<b>19,497,556</b>	<b>20,685,223</b>	<b>23,543,801</b>	<b>13.8%</b>

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

FUNCTION, ACTIVITY AND BUDGET UNIT		2016/17 ACTUALS	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
<b>HEALTH &amp; SANITATION</b>					
<b>HEALTH</b>					
1520	IN HOME SUPP SVCS-PUBLIC AUTH	4,170,239	5,303,696	17,727,378	234.2%
1525	FIRST 5 SOLANO	3,620,278	4,720,477	4,779,292	12%
7950	TOBACCO PREVENTION & EDUCATION	178,284	795,162	851,328	7.1%
7690	IN-HOME SUPPORTIVE SERVICES PA	8,949,794	11,509,829	978,896	(91.5%)
7780	BEHAVIORAL HEALTH	77,610,281	85,904,199	91,339,402	6.3%
7880	HEALTH SERVICES	64,680,158	87,837,385	67,522,508	(23.1%)
9600	MHSA	18,791,337	20,672,252	24,656,023	19.3%
<b>Total HEALTH</b>		<b>178,000,371</b>	<b>216,743,000</b>	<b>207,854,827</b>	<b>(4.1%)</b>
<b>Total HEALTH &amp; SANITATION</b>		<b>178,000,371</b>	<b>216,743,000</b>	<b>207,854,827</b>	<b>(4.1%)</b>
<b>PUBLIC ASSISTANCE</b>					
<b>ADMINISTRATION</b>					
1570	GRANTS/PROGRAMS ADMIN	670,836	706,560	706,560	0.0%
7501	ADMINISTRATION DIVISION	4,594,105	3,600,316	3,678,416	2.2%
7680	SOCIAL SERVICES DEPARTMENT	99,395,636	112,222,588	111,027,930	(1.1%)
7900	ASSISTANCE PROGRAMS	52,238,889	53,064,928	47,746,123	(10.0%)
<b>Total ADMINISTRATION</b>		<b>156,899,465</b>	<b>169,594,392</b>	<b>163,159,029</b>	<b>(3.8%)</b>
<b>GENERAL RELIEF</b>					
5460	IND BURIAL VETSCEM CARE	25,592	24,368	27,383	12.4%
<b>Total GENERAL RELIEF</b>		<b>25,592</b>	<b>24,368</b>	<b>27,383</b>	<b>12.4%</b>
<b>VETERANS SERVICES</b>					
5800	VETERANS SERVICE	674,148	715,037	772,324	8.0%
<b>Total VETERANS SERVICES</b>		<b>674,148</b>	<b>715,037</b>	<b>772,324</b>	<b>8.0%</b>
<b>OTHER ASSISTANCE</b>					
5908	COUNTY DISASTER	374,284	2,625,941	3,799	(99.9%)
7200	WORKFORCE INVESTMENT BOARD	4,910,074	5,826,210	6,327,987	8.6%
<b>Total OTHER ASSISTANCE</b>		<b>5,284,358</b>	<b>8,452,151</b>	<b>6,331,786</b>	<b>(25.1%)</b>
<b>Total PUBLIC ASSISTANCE</b>		<b>162,883,563</b>	<b>178,785,948</b>	<b>170,290,522</b>	<b>(4.8%)</b>
<b>EDUCATION</b>					
<b>LIBRARY SERVICES</b>					
6300	LIBRARY	17,609,705	23,391,540	22,136,946	(5.4%)
6150	LIBRARY ZONE 1	1,450,804	1,619,185	1,438,735	(11.1%)



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

FUNCTION, ACTIVITY AND BUDGET UNIT		2016/17 ACTUALS	2017/18 ADOPTED	2018/19 RECOMMENDED	PERCENT CHANGE
6180	LIBRARY ZONE 2	43,820	49,367	46,866	(5.1%)
6166	LIBRARY ZONE 6	18,589	22,040	21,113	(4.2%)
6167	LIBRARY ZONE 7	416,666	486,738	494,408	16%
2280	LIBRARY - FRIENDS & FOUNDATION	131,992	106,273	201,516	89.6%
<b>Total LIBRARY SERVICES</b>		<b>19,671,575</b>	<b>25,675,143</b>	<b>24,339,584</b>	<b>(5.2%)</b>
<b>AGRICULTURAL EDUCATION</b>					
6200	COOPERATIVE EXT SVCE	272,418	346,715	313,045	(9.7%)
<b>Total AGRICULTURAL EDUCATION</b>		<b>272,418</b>	<b>346,715</b>	<b>313,045</b>	<b>(9.7%)</b>
<b>Total EDUCATION</b>		<b>19,943,993</b>	<b>26,021,858</b>	<b>24,652,629</b>	<b>(5.3%)</b>
<b>REC &amp; CULTURAL SERVICES</b>					
<b>RECREATION FACILITY</b>					
7000	PARKS & RECREATION	1,604,659	1,744,525	1,784,635	2.3%
<b>Total RECREATION FACILITY</b>		<b>1,604,659</b>	<b>1,744,525</b>	<b>1,784,635</b>	<b>2.3%</b>
<b>Total REC &amp; CULTURAL SERVICES</b>		<b>1,604,659</b>	<b>1,744,525</b>	<b>1,784,635</b>	<b>2.3%</b>
<b>DEBT SERVICE</b>					
<b>RETIRE-LONG TERM DEBT</b>					
8006	PENSION DEBT SERVICE FUND	10,436,803	8,829,020	4,303,090	(51.3%)
8037	2017 CERTIFICATES OF PARTICIPATION	7,904,486	7,896,805	7,394,408	(6.4%)
8034	HSS ADMIN/REFINANCE SPHF	1,749,823	1,759,212	1,758,943	(0.0%)
8036	2013 COP ANIMAL CARE PROJECT	472,364	477,644	476,387	(0.3%)
<b>Total RETIRE-LONG TERM DEBT</b>		<b>20,563,476</b>	<b>18,962,681</b>	<b>13,932,828</b>	<b>(26.5%)</b>
<b>Total DEBT SERVICE</b>		<b>20,563,476</b>	<b>18,962,681</b>	<b>13,932,828</b>	<b>(26.5%)</b>
<b>GRAND TOTAL FINANCING USES BY FUNCTION</b>		<b>832,205,608</b>	<b>948,813,010</b>	<b>928,255,510</b>	<b>(2.2%)</b>

**State of California**  
**General Fund Financing Sources and Uses**

**COUNTY OF SOLANO**  
**STATE OF CALIFORNIA**  
**GENERAL FUND FINANCING SOURCES AND USES**  
**FY2018/19**

<b>FINANCING SOURCES AND USES CLASSIFICATIONS</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>DIFFERENCE</b>	<b>PERCENTAGE CHANGE</b>
<b>FINANCING SOURCES</b>				
TAXES	158,243,000	167,251,000	9,008,000	5.7%
LICENSES, PERMITS & FRANCHISE	7,131,357	7,351,516	220,159	3.1%
FINES, FORFEITURES, & PENALTY	1,128,675	1,128,600	(75)	0.0%
REVENUE FROM USE OF MONEY/PROP	1,891,465	2,420,370	528,905	27.9%
INTERGOVERNMENTAL REV STATE	4,278,895	4,271,778	(7,117)	(0.2%)
INTERGOVERNMENTAL REV FEDERAL	109,340	52,492	(56,848)	(52.%)
INTERGOVERNMENTAL REV OTHER	2,386,475	2,934,370	547,895	22.9%
CHARGES FOR SERVICES	45,906,305	51,276,174	5,369,869	11.7%
MISC REVENUE	4,969,614	3,759,164	(1,210,450)	(24.4%)
OTHER FINANCING SOURCES	189,462	150,795	(38,667)	(20.4%)
FROM RESERVE	18,768,300	1,465,000	(17,303,300)	(92.2%)
<b>TOTAL FINANCING SOURCES</b>	<b>\$ 245,002,888</b>	<b>\$ 242,061,259</b>	<b>\$ (2,941,629)</b>	<b>(1.2%)</b>
<b>FINANCING USES</b>				
SALARIES AND EMPLOYEE BENEFITS	50,088,144	53,969,582	3,881,438	7.7%
SERVICES AND SUPPLIES	24,488,927	25,276,686	787,759	3.2%
OTHER CHARGES	12,065,695	12,260,582	194,887	1.6%
F/A EQUIPMENT	73,000	195,513	122,513	167.8%
OTHER FINANCING USES	149,983,656	156,429,917	6,446,261	4.3%
CONTINGENCIES AND RESERVES	36,670,437	20,807,850	(15,862,587)	(43.3%)
<b>TOTAL FINANCING USES</b>	<b>\$ 273,369,859</b>	<b>\$ 268,940,129</b>	<b>\$ (4,429,730)</b>	<b>(1.6%)</b>
<b>NET COUNTY COST</b>	<b>\$ 28,366,971</b>	<b>\$ 26,878,870</b>	<b>\$ (1,488,101)</b>	<b>(5.2%)</b>

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

**COUNTY OF SOLANO**  
**STATE OF CALIFORNIA**  
**GOVERNMENTAL FUNDS FINANCING SOURCES AND USES**  
**FY2018/19**

<b>FINANCING SOURCES AND USES CLASSIFICATIONS</b>	<b>2017/18 ADOPTED</b>	<b>2018/19 RECOMMENDED</b>	<b>DIFFERENCE</b>	<b>PERCENTAGE CHANGE</b>
<b>FINANCING SOURCES</b>				
TAXES	177,246,696	187,089,896	9,843,200	5.6%
LICENSES, PERMITS & FRANCHISE	7,852,652	7,660,146	(192,506)	(2.5%)
FINES, FORFEITURES, & PENALTY	2,427,211	2,989,507	562,296	23.2%
REVENUE FROM USE OF MONEY/PROP	2,886,967	3,974,286	1,087,319	37.7%
INTERGOVERNMENTAL REV STATE	270,912,555	253,633,882	(17,278,673)	(6.4%)
INTERGOVERNMENTAL REV FEDERAL	146,394,290	132,285,369	(14,108,921)	(9.6%)
INTERGOVERNMENTAL REV OTHER	6,619,129	7,103,032	483,903	7.3%
CHARGES FOR SERVICES	108,681,049	106,296,317	(2,384,732)	(2.2%)
MISC REVENUE	11,804,881	11,496,616	(308,265)	(2.6%)
OTHER FINANCING SOURCES	53,464,982	50,763,887	(2,701,095)	(5.1%)
GENERAL FUND CONTRIBUTION	145,013,522	151,707,263	6,693,741	4.6%
FROM RESERVE	26,309,783	8,101,872	(18,207,911)	(69.2%)
<b>TOTAL FINANCING SOURCES</b>	<b>\$ 959,613,716</b>	<b>\$ 923,102,073</b>	<b>\$ (36,511,643)</b>	<b>(3.8%)</b>
<b>FINANCING USES</b>				
SALARIES AND EMPLOYEE BENEFITS	364,527,980	383,914,450	19,386,470	5.3%
SERVICES AND SUPPLIES	134,967,327	131,363,073	(3,604,254)	(2.7%)
OTHER CHARGES	222,060,487	204,250,399	(17,810,088)	(8.%)
F/A LAND	260,000	288,000	28,000	10.8%
F/A BLDGS AND IMPRMTS	30,920,138	11,324,500	(19,595,638)	(63.4%)
F/A EQUIPMENT	3,864,417	2,197,230	(1,667,187)	(43.1%)
F/A - INTANGIBLES	1,288,000	0	(1,288,000)	(100.0%)
OTHER FINANCING USES	190,924,661	194,917,859	3,993,198	2.1%
CONTINGENCIES AND RESERVES	101,814,565	88,178,427	(13,636,138)	(13.4%)
<b>TOTAL FINANCING USES</b>	<b>\$ 1,050,627,575</b>	<b>\$ 1,016,433,937</b>	<b>\$ (34,193,637)</b>	<b>(3.3%)</b>
<b>NET COUNTY COST</b>	<b>\$ 91,013,859</b>	<b>\$ 93,331,864</b>	<b>\$ 2,318,006</b>	<b>2.5%</b>

**County of Solano**  
**Operating Transfers-Out/In**

**COUNTY OF SOLANO**  
**OPERATING TRANSFERS OUT/IN**  
**FY2018/19**

FUND AND DEPARTMENT		OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>001 GENERAL FUND</b>			
1001	BOS- DISTRICT 1	4,186	0
1002	BOS- DISTRICT 2	2,254	0
1003	BOS- DISTRICT 3	4,071	0
1004	BOS- DISTRICT 4	4,237	0
1005	BOS- DISTRICT 5	6,774	0
1100	ADMINISTRATION	33,117	0
1103	EMPLOYEE DEVELOPMENT & TRAINING	3,649	0
1117	GENERAL SERVICES	126,889	0
1150	ASSESSOR	48,285	0
1200	AUDITOR- CONTROLLER	44,923	0
1300	TAX COLLECTOR/COUNTY CLERK	12,776	0
1350	TREASURER	6,349	0
1400	COUNTY COUNSEL	46,568	0
1450	DELTA WATER ACTIVITIES	2,414	0
1500	HUMAN RESOURCES	30,059	0
1550	REGISTRAR OF VOTERS	11,658	0
1640	REAL ESTATE SERVICES	1,814	0
1903	GENERAL EXPENDITURES	153,871,067	0
1906	GENERAL FUND OTHER- DEBT SERV	2,019,747	0
2830	AGRICULTURAL COMMISSIONER	26,713	0
2850	ANIMAL CARE SERVICES	26,311	84,795
2909	RECORDER	13,767	0
2910	RESOURCE MANAGEMENT	72,867	0
5500	OFFICE OF FAMILY VIOLENCE PREV	3,517	0
5800	VETERANS SERVICE	5,905	0
	<b>FUND TOTAL</b>	<b>156,429,917</b>	<b>84,795</b>
<b>004 COUNTY LIBRARY</b>			
6300	LIBRARY	126,308	2,269,863
	<b>FUND TOTAL</b>	<b>126,308</b>	<b>2,269,863</b>
<b>006 CAPITAL OUTLAY</b>			
1700	CAPITAL PROJECTS	905,059	1,556,300
	<b>FUND TOTAL</b>	<b>905,059</b>	<b>1,556,300</b>
<b>016 PARKS AND RECREATION</b>			
7000	PARKS & RECREATION	7,329	366,108
	<b>FUND TOTAL</b>	<b>7,329</b>	<b>366,108</b>
<b>031 FOUTS SPRINGS YOUTH FACILITY</b>			
2801	FOUTS SPRINGS RANCH	0	500,000
	<b>FUND TOTAL</b>	<b>0</b>	<b>500,000</b>

**County of Solano**  
**Operating Transfers-Out/In**

FUND AND DEPARTMENT		OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>034 FLEET MANAGEMENT</b>			
3100	FLEET MANAGEMENT	49,531	97,907
	<b>FUND TOTAL</b>	<b>49,531</b>	<b>97,907</b>
<b>036 LIBRARY ZONE 1</b>			
6150	LIBRARY ZONE 1	1,422,767	0
	<b>FUND TOTAL</b>	<b>1,422,767</b>	<b>0</b>
<b>037 LIBRARY ZONE 2</b>			
6180	LIBRARY ZONE 2	45,779	0
	<b>FUND TOTAL</b>	<b>45,779</b>	<b>0</b>
<b>047 AIRPORT ENTERPRISE</b>			
9000	AIRPORT	4,315	10,000
	<b>FUND TOTAL</b>	<b>4,315</b>	<b>10,000</b>
<b>060 RISK MANAGEMENT</b>			
1830	RISK MANAGEMENT	11,509	1,000,000
	<b>FUND TOTAL</b>	<b>11,509</b>	<b>1,000,000</b>
<b>066 LIBRARY ZONE 6</b>			
6166	LIBRARY ZONE 6	20,441	0
	<b>FUND TOTAL</b>	<b>20,441</b>	<b>0</b>
<b>067 LIBRARY ZONE 7</b>			
6167	LIBRARY ZONE 7	486,425	0
	<b>FUND TOTAL</b>	<b>486,425</b>	<b>0</b>
<b>101 ROAD</b>			
3010	TRANSPORTATION DEPARTMENT	261,419	512,000
	<b>FUND TOTAL</b>	<b>261,419</b>	<b>512,000</b>
<b>106 PUBLIC ARTS PROJECTS</b>			
1630	PUBLIC ART	0	5,059
	<b>FUND TOTAL</b>	<b>0</b>	<b>5,059</b>
<b>107 FAIRGROUNDS DEVELOPMENT PROJ</b>			
1820	FAIRGROUNDS DEVELOPMENT PROJ	0	1,500,000
	<b>FUND TOTAL</b>	<b>0</b>	<b>1,500,000</b>
<b>151 FIRST 5 FUTURE INITIATIVE</b>			
1570	GRANTS/PROGRAMS ADMIN	0	616,560
	<b>FUND TOTAL</b>	<b>0</b>	<b>616,560</b>
<b>152 IN HOME SUPP SVCS- PUBLIC AUTH</b>			
1520	IN HOME SUPP SVCS- PUBLIC AUTH	978,896	6,911,533
	<b>FUND TOTAL</b>	<b>978,896</b>	<b>6,911,533</b>

**County of Solano**  
**Operating Transfers-Out/In**

FUND AND DEPARTMENT		OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>153 FIRST 5 SOLANO</b>			
1530 FIRST 5 SOLANO		9,794	0
<b>FUND TOTAL</b>		<b>9,794</b>	<b>0</b>
<b>233 DISTRICT ATTORNEY SPECIAL REV</b>			
4100 DA SPECIAL REVENUE		1,162,041	0
<b>FUND TOTAL</b>		<b>1,162,041</b>	<b>0</b>
<b>241 CIVIL PROCESSING FEES</b>			
4110 CIVIL PROCESSING FEES		89,585	0
<b>FUND TOTAL</b>		<b>89,585</b>	<b>0</b>
<b>253 SHERIFF'S ASSET SEIZURE</b>			
4120 SHERIFF ASSET SEIZURE		38,104	0
<b>FUND TOTAL</b>		<b>38,104</b>	<b>0</b>
<b>254 MENTALLY ILL CRIME OFFENDER</b>			
2540 MENTALLY ILL OFFENDER GRANT		0	261,000
<b>FUND TOTAL</b>		<b>0</b>	<b>261,000</b>
<b>263 CJ TEMP CONSTRUCTION</b>			
4130 CJ FAC TEMP CONST FUND		345,800	0
<b>FUND TOTAL</b>		<b>345,800</b>	<b>0</b>
<b>264 CRTHSE TEMP CONST</b>			
4140 CRTHSE TEMP CONST FUND		241,947	0
<b>FUND TOTAL</b>		<b>241,947</b>	<b>0</b>
<b>278 PUBLIC WORKS IMPROVEMENT</b>			
3020 PUBLIC WORKS IMPROVEMENT		475,000	0
<b>FUND TOTAL</b>		<b>475,000</b>	<b>0</b>
<b>296 PUBLIC FACILITIES FEES</b>			
1760 PUBLIC FACILITIES FEES		1,456,756	0
<b>FUND TOTAL</b>		<b>1,456,756</b>	<b>0</b>
<b>306 PENSION DEBT SERVICE</b>			
8006 PENSION DEBT SERVICE FUND		0	4,579,946
<b>FUND TOTAL</b>		<b>0</b>	<b>4,579,946</b>
<b>310 SPECIAL AVIATION</b>			
9050 SPECIAL AVIATION		10,000	0
<b>FUND TOTAL</b>		<b>10,000</b>	<b>0</b>
<b>326 SHERIFF SPECIAL REVENUE</b>			
4050 AUTOMATED IDENTIFICATION		537,230	0
4052 VEHICLE THEFT INVES/RECOVERY		6,092	0
<b>FUND TOTAL</b>		<b>543,322</b>	<b>0</b>

**County of Solano**  
**Operating Transfers-Out/In**

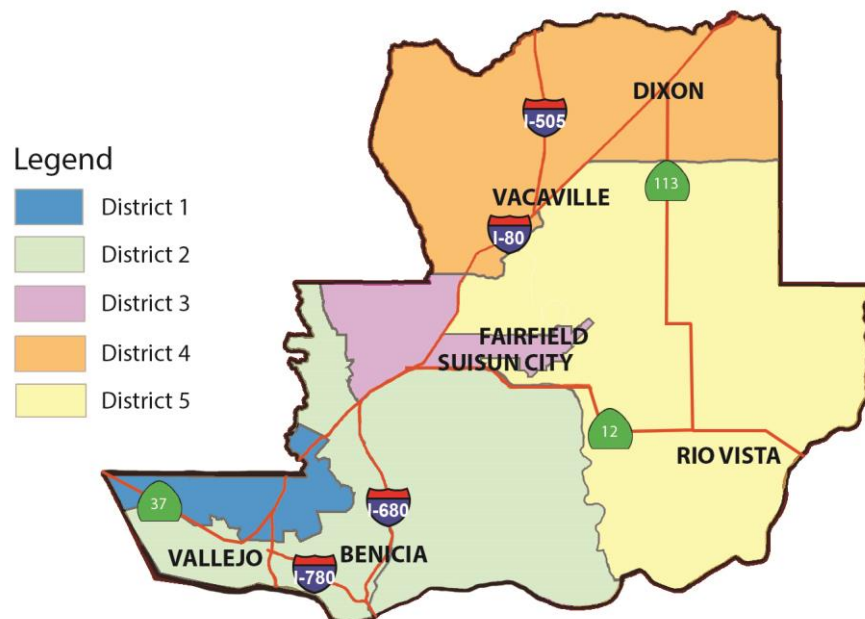
FUND AND DEPARTMENT		OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>332 GOVERNMENT CENTER DEBT SERVICE</b>			
8037	2017 CERTIFICATES OF PARTICIPA	0	4,423,480
	<b>FUND TOTAL</b>	<b>0</b>	<b>4,423,480</b>
<b>334 H&amp;SS SPH ADMIN/REFINANCE</b>			
8034	HSS ADMIN/REFINANCE SPHF	0	1,751,012
	<b>FUND TOTAL</b>	<b>0</b>	<b>1,751,012</b>
<b>336 2013 COP ANIMAL CARE PROJECT</b>			
8036	2013 COP ANIMAL CARE PROJECT	0	44,970
	<b>FUND TOTAL</b>	<b>0</b>	<b>44,970</b>
<b>369 CHILD SUPPORT SERVICES</b>			
2480	DEPT OF CHILD SUPPORT SERVICES	104,290	40,000
	<b>FUND TOTAL</b>	<b>104,290</b>	<b>40,000</b>
<b>370 DEPARTMENT OF INFO TECHNOLOGY</b>			
1870	DEPARTMENT OF INFO TECHNOLOGY	102,104	0
	<b>FUND TOTAL</b>	<b>102,104</b>	<b>0</b>
<b>390 TOBACCO PREVENTION &amp; EDUCATION</b>			
7950	TOBACCO PREVENTION & EDUCATION	2,623	0
	<b>FUND TOTAL</b>	<b>2,623</b>	<b>0</b>
<b>900 PUBLIC SAFETY</b>			
6500	DISTRICT ATTORNEY	230,684	14,887,048
6530	PUBLIC DEFENDER	119,160	13,292,665
6540	ALTERNATE PUBLIC DEFENDER	35,045	4,341,004
6550	SHERIFF	1,575,568	62,484,897
6650	PROBATION	446,276	23,616,896
6730	OTHER PUBLIC DEFENSE	0	3,160,661
	<b>FUND TOTAL</b>	<b>2,406,733</b>	<b>121,783,171</b>
<b>902 HEALTH &amp; SOCIAL SERVICES</b>			
7501	ADMINISTRATION DIVISION	1,684,268	2,432,850
7680	SOCIAL SERVICES DEPARTMENT	790,775	5,862,976
7690	IN-HOME SUPPORTIVE SERVICES PA	7,084	978,896
7780	BEHAVIORAL HEALTH	319,792	31,109,418
7880	HEALTH SERVICES	437,091	2,696,896
7900	ASSISTANCE PROGRAMS	0	4,237,808
	<b>FUND TOTAL</b>	<b>3,239,010</b>	<b>47,318,844</b>
<b>906 MHSA</b>			
9600	MHSA	24,655,744	0
	<b>FUND TOTAL</b>	<b>24,655,744</b>	<b>0</b>
<b>TOTAL</b>		<b>195,632,548</b>	<b>195,632,548</b>

## Board of Supervisors



Monica Brown-District 2, Skip Thomson-District 5, John M. Vasquez, Chair-District 4, James P. Sperring-District 3, Erin Hannigan-District 1

## County of Solano





## **1000 – Fund 001-Board of Supervisors**

**John M. Vasquez, Chair**  
**Legislative & Administration**

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### **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 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.

With the economy remaining stable, the Board will continue to manage persistent operational funding challenges lingering from the Great Recession, while providing for essential services and operational needs of the citizens of the County. The Board is committed to remaining fiscally prudent while working to develop policies and programs that will help to restore the local economy.

The Board's responsibilities include:

- Approve a balanced budget for all operations of County government, including general government, public protection, public assistance, health and sanitation, 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 of Solano on other county, regional and state boards and commissions.

<b>Budget Summary:</b>	
FY2017/18 Midyear Projection:	525,427
FY2018/19 Recommended:	534,461
County General Fund Contribution:	534,461
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

## FUNCTION AND RESPONSIBILITIES

The District 1 Supervisor represents citizens residing within the central and northern sections of the City of Vallejo, and maintains an office at the County Government Center at 675 Texas Street in Fairfield. Supervisor Hannigan also holds office hours on a regular basis at the Florence Douglas Senior Center in the City of Vallejo. This past year she has invited special guests from other agencies, including representatives from Adult Protective Services, Solano Mobility, Meals on Wheels, Public Health, Veteran Services, Area Agency on Aging and a Nutritionist. The District 1 Supervisor's Office budget provides for the expenditures of the elected Supervisor and two full-time staff positions.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Hannigan represents the Board of Supervisors on over 20 County, State, Regional and District boards and commissions. She is directly working on County initiatives serving as Chairwoman of the Board's Legislative Committee and Solano360 Implementation Committee. She is Chairwoman of First 5 Solano Commission, a member of the Solano Regional Park Committee and a member of the Solano County Blue Ribbon Commission on Children in Foster Care and serves as Co-Chair of the Cannabis Committee.

Supervisor Hannigan represents Solano County at the California State Association of Counties (CSAC) where she serves as a Member of the Board of Directors and Chairwoman of the Government Finance and Administration Committee. She also represents Solano County on the Association of Bay Area Governments (ABAG) where she serves as Executive Board Member, Member of the Finance Committee and Member of the General Assembly.

### Accomplishments:

- Connecting with regional organizations through her service as a Board Member of the Solano County Water Agency Board, as a Joint Steering Committee Member and Regular Member of the City County Coordinating Council, as Executive Committee Member and Director of the Solano Economic Development Corporation, as Chairwoman of the Community Action Partnership Solano's Tripartite Advisory Board, Member of the Law Library Board of Trustees, and as an Alternate Member to the Solano Transportation Authority and Solano Open Space.
- In Vallejo, Supervisor Hannigan serves as Chairwoman of the Vallejo Oversight Board for the Successor Agency to the Vallejo Redevelopment Agency, as Trustee to the Vallejo Flood and Wastewater District, Member of the City of Vallejo Interagency Committee, and as a Founding Board Member of the Vallejo Education Business Alliance.
- Supervisor Hannigan lead development of a partnership with the Yocha Dehe Wintun Nation which was highlighted by their contribution of \$1,000,000 in October 2017 to fund three programs to assist people in need in Solano County. The first program, Vibe Solano will enable Public Health to continue its work installing water stations at school sites, completing corner store healthy makeovers, and generating healthy messaging to smoke less and exercise more with \$400,000. The second program, First 5 Solano provides basic needs support of \$200,000 through the Family Resource Centers that will directly assist families in crisis by addressing immediate needs such as housing, utility bills, diapers and grocery support to name a few. The third program is a Mobile Food Pharmacy which collaborates with the Contra Costa Solano Food Bank received \$400,000 to assist with the purchase of a mobile vehicle which will provide in-season produce that will visit our County Medical clinics where medical professionals will provide a food prescription, called Food Rx, to their patients.
- A Large Animal Evacuation site was set up in October 2017 as a result of the Northern California wine country wildfires. For two weeks, the Solano County Fairgrounds horse barns and other barn animal enclosures housed over 600 animals

**Erin Hannigan**  
**Legislative & Administration**

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that were evacuated from the Wildfires in Sonoma, Napa and Solano Counties. Supervisor Hannigan's team was there every day working in partnership with the Solano County Fair Association, the County Office of Emergency Services, the Sheriff's Office and its divisions of Animal Care and Animal Control working to ensuring supplies and resources were available to complete the mission.

- In conjunction with Supervisor Hannigan's office, a Human Trafficking Awareness Forum was formed in Vallejo that included an introduction of the topic along with a panel discussion of both social workers and law enforcement representatives. Prior to the forum, she went to every motel and hotel in the city of Vallejo requesting the owners display a Human Trafficking Awareness poster in their lobby. This poster identifies human trafficking as a form of modern-day slavery. This crime occurs when a trafficker uses force, fraud or coercion to control another person for the purpose of engaging in commercial sex acts or soliciting labor or services against his/her will. The poster includes in 3 languages contact information for the National Human Trafficking Resource Center 1-888-373-7888.
- Supervisor Hannigan supported the development of the Memorandum of Understanding (MOU) with the City of Vallejo to address Homelessness issues in March 2017. The City council unanimously approved authority for the City Manager to enter into negotiations with the County to utilize \$588,000 of the City's Participatory Budget funds. The Solano County Department of Health and Social Services is anticipating these funds will be used to provide housing and housing supports for participants in Whole Person Care.
- Supervisor Hannigan actively promotes exercise through her weekly "Walk with the Supervisor" which takes place every Friday at 9:00 am along the Vallejo Waterfront and through a \$30,000 "Walking for Health" grant from Sutter Health which has partnered with the Florence Douglas Senior Center in Vallejo to provide shoes for seniors. To date, this program has given away over 1,300 pairs of walking shoes to seniors to encourage walking and healthy lifestyles.
- In November 2017, Supervisor Hannigan began work with an Organizing Committee, made up of 15 committed women, who believe that it is important that Solano County lead the way in championing opportunities for women and girls. On April 24, 2018, the Board of Supervisors approved The Solano Commission for Women and Girls. This commission will foster increased awareness of women's issues, celebrate the achievements of local deserving women and recommend legislative solutions at the city, county, state and federal level in the years to come.

Priorities:

- Supervisor Hannigan is working with First 5 Solano and the Department of Health and Social Services to improve foundation giving to the non-profits of our County to increase from the 2012 level of \$3 per capita. Since 2006 to 2012 surrounding Counties have increased their grant dollars while Solano County has remained stagnant.
- In order to combat human trafficking, Supervisor Hannigan participates in the Commercially Sexually Exploited Children (CSEC) Steering Committee. The mission of the interagency CSEC Steering Committee is to establish a protocol to foster collaboration and coordination among multi-jurisdictional agencies to improve the capacity to identify victims and to provide services for them and their family/caregivers. The committee has formed a Memorandum of Understanding (MOU) to establish multidisciplinary teams on behalf of commercially sexual exploited children in Solano County. In addition, Supervisor Hannigan has regular communications with the Vallejo Police Department, Vallejo Unified School District and Fighting Back Partnership to be involved and raise awareness about human trafficking.
- Advocacy for Solano County to State and Federal governments is a priority. Supervisor Hannigan participated in the National Association of Counties (NACo) Legislative Conference in March. This visit included in-person visits with our Senators and Congressmen as well as various agencies that impact Solano County. She regularly participates in the California State Association of Counties (CSAC) and attended conferences and meetings in Sacramento in March, May and November. After the Board of Supervisors unanimously passed a resolution of intent to create a regional park district in Solano County, she testified before a Senate committee to advocate for SB 365 which was the legislation introduced by Senator Dodd whereby the state allows the County to form a Solano Parks District.
- Senate Bill 365 was signed by the Governor giving Solano County the foundation to develop a County-wide parks district. Supervisors Vasquez and Hannigan continue to work with County staff and community stakeholders to further define the District formation roadmap going forward that will include addressing access and funding.

- Supervisor Hannigan is involved in providing a network for mentoring, supporting and empowering elected women leaders who are affiliated with the California State Association of Counties (CSAC) as they engage in leadership roles in their communities and within the CSAC organization. She co-founded the Woman's Leadership Forum (WLF) which serves as a forum to introduce and elevate issues and policy matters (such as human trafficking and poverty) affecting women bringing them to the forefront of CSAC leadership. Supervisor Hannigan continues to work with the WLF to stay informed on legislation of interest that will be appropriate for Solano County.
- Supervisor Hannigan serves on the SR 37 Policy Committee which is focused on Hwy 37 traffic and flood solutions. This last year the committee focused on comparing the impacts of Hwy 37 status quo and installing a raised road way to the environment. Different solutions and their associated costs to address traffic and the environment were also reviewed this year.

**Goals and Objectives:**

- Collaborate effectively with the City of Vallejo.
- Engage residents of District 1 in the action and 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 Supervisors.
- Listen to the concerns of the citizens of Solano County.
- Implement a healthy community strategy.
- Work to bring solutions to homelessness and an end to the sexual exploitation of children.
- Expand Foundation funding for the County and our Non-Profit organizations.
- Continue to foster our partnership with the Yocha Dehe Wintun Nation and its tribal members.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$24,012 or 4.7% in appropriations when compared to the FY2017/18 Adopted Budget primarily due to increases in costs associated with Countywide Administrative Overhead including Central Data Processing Services as well as an increase in Salaries and Employee Benefits costs.

**DEPARTMENT COMMENTS**

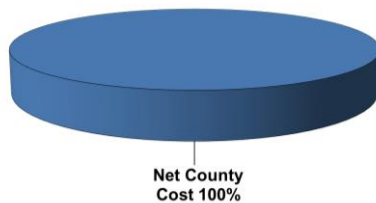
As the Solano County District 1 Supervisor, Erin Hannigan brings her experience of balancing budgets, improving the quality of life and protecting the environment. As a mother, she understands the importance of the health and well-being of the family. She is seeking solutions to connecting essential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

Since taking office in January of 2013, Supervisor Hannigan continues her work to connect the services and operations of the County to the community. Issues related to public safety and the Center for Positive Change, homelessness and human trafficking, health care including mental health services and the environment have been significant areas of connecting County services to the citizens. Since the implementation of the County contract for Animal Control Services in Vallejo, her office assists in connecting District 1 residents with Animal Control Services. A large population of Military Veterans resides in District 1. Supervisor Hannigan spends quality time connecting our veterans with Veteran's Services at Federal, State and County levels.

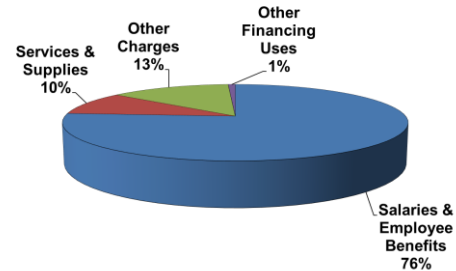
Supervisor Hannigan is honored to serve as Vice Chairwoman of the Board of Supervisors. With the assistance of her staff, she is able to serve as a strong conduit between the Board of Supervisors and the County Administration. Vice Chairwoman Hannigan enjoys representing the County and Board of Supervisors not only in District 1, but alongside the other four Supervisors representing the County of Solano. Her greatest priority is serving the people who live, work and visit Solano County.

Erin Hannigan  
Legislative & Administration

## SOURCE OF FUNDS



## USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	380,702	379,381	406,752	27,371	7.2%
SERVICES AND SUPPLIES	39,594	49,793	51,989	2,196	4.4%
OTHER CHARGES	60,556	69,863	70,934	1,071	1.5%
OTHER FINANCING USES	11,894	11,312	4,186	(7,126)	(63.0%)
INTRA-FUND TRANSFERS	205	100	600	500	500.0%
<b>TOTAL APPROPRIATIONS</b>	<b>492,953</b>	<b>510,449</b>	<b>534,461</b>	<b>24,012</b>	<b>4.7%</b>
<b>NET COUNTY COST</b>	<b>492,953</b>	<b>510,449</b>	<b>534,461</b>	<b>24,012</b>	<b>4.7%</b>

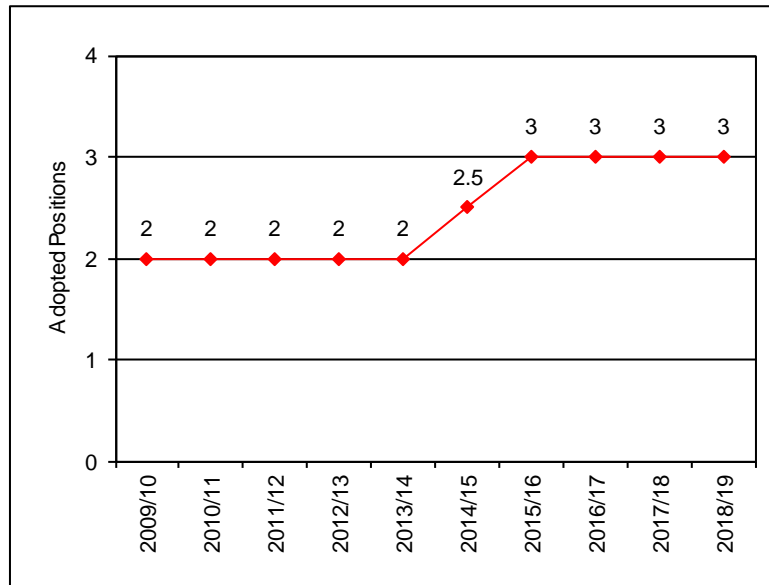
## SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

## SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Monica Brown**  
**Legislative & Administration**

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<b>Budget Summary:</b>	
FY2017/18 Midyear Projection:	492,200
FY2018/19 Recommended:	520,612
County General Fund Contribution:	520,612
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

## **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 Home Acres, Cordelia, Green Valley, and the Suisun Marsh. The District maintains an office at the County Government Center at 675 Texas Street in Fairfield and schedules monthly office hours in Benicia, Vallejo and Fairfield. The District 2 Supervisor's Office budget provides for the expenditures of the elected Supervisor and two full-time staff positions.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Supervisor Brown serves as the Board Chair Pro-Tem and represents the Board of Supervisors on 19 County and regional boards and commissions including the Association of Bay Area Governments (ABAG) where she serves as the Alternate Executive Board Member on the Executive Board and General Assembly as well as a Member of their Regional Planning Committee. Supervisor Brown also serves as a Member of the Board of Directors for the California State Association of Counties (CSAC), a Member of the Yolo-Solano Air Quality Management District (YSAQMD), a Member of the City-County Coordinating Council (CCCC), a Member of the East Vallejo Fire Protection District (EVFPD), a Member of the In-Home Support Services Public Authority, serves on the Board Committee for Mental Health Advisory Board, a Member of Solano Open Space, a Member of the Solano County Water Agency (SCWA), an Alternate Member of the Vallejo Flood & Wastewater District, a Member of the City of Vallejo Interagency Committee, a member of the Solano County Fair Governance Committee, a Member of the Board Committee for Historical Records, a Member of the Board's Senior Issues Committee, and a Member of the Solano Children's Alliance.

### Priorities:

- Since first assuming office in January 2017, Supervisor Brown continues serving district constituents by investigating and responding to their concerns concerning the County, meeting with them on requests, 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, local, state and federal legislators, business communities, and non-profit organizations serving various communities such as children and families, the homeless, mental health and veterans advocates.
- Working to address homelessness throughout Solano County including homeless students and persons needing permanent housing in District 2.
- Collaborating with the County Department of Health & Social Services - Mental Health Services Division, the Mental Health Advisory Board and non-profit organizations to increase services and resources allocated to mental health patients and their families.
- Addressing water issues within the County, specifically the root causes of flooding and emergencies District 2 residents experienced with the 2017 rain storms. This includes working with cities within District 2 as well as state and local water agencies to prevent further emergency situations and provide relief to those affected by disasters.
- Advocating for a county tourist house and noise ordinance.
- Continue to hold town hall meetings with other elected officials.

### Highlights:

- Hold monthly open Office Hours in Benicia, Vallejo and Fairfield so that constituents of District 2 are able to talk with Supervisor Brown on a regular basis within their own communities.

- Collaborated with the Solano County Department of Resource Management - Public Works Division staff, the City of Fairfield, the State Office of Emergency Services, the Solano County Water Agency and the Flood Control Advisory Committee in order to resolve the many ongoing water issues impacting residents in District 2 and throughout the County.
- Working with the Solano County Department of Resource Management - Public Works Division to address and remediate flooding in Cordelia at Thomasson Lane and Erikson's Ranch, where residents were extremely affected by storms throughout January and February 2017.
- Met with many Solano County Department Heads and leaders to discuss history, plans, and policies of each department and Supervisor Brown's priorities as they relate to each department's responsibilities and focus.
- Lobbied Vallejo Planning Commission and worked with Vallejo constituents on important ORCEM cement plant that would potentially be located in South Vallejo, part of District 2.
- Participated in 2017 point-in-time homeless count, met with non-profit organizations serving homeless populations, and continued advocacy at the Board level for further homeless services and resources.
- Working as the Board member on the Mental Health Advisory Board in creating more public awareness of mental health issues and supporting more patient access.
- Work on educating the public on transportation funding issues surrounding Regional Measure 3.
- Work with Solano County Department of Resource Management to utilize SB 1 funding to improve roads in District 2.
- Participate in community meetings regarding the Fairfield-Suisun Sewer District.
- Collaborate with the Contra Costa/Solano Food Bank on getting school children more access to food on weekends.
- Work with the Solano Transportation Authority on Safe Routes to Schools.
- Working with unincorporated Cordelia residents on water issues.
- Worked on a draft ordinance regarding redistricting to ensure independent oversight of the way Supervisor district lines are drawn.
- Meet monthly with Home Acres group to help with their unique issues.
- Address constituent concerns on a variety of issues including code enforcement, land use planning, traffic, water, and assistance with various state and local agencies.
- Attend trainings on relevant policy issues.
- Appear at numerous events on behalf of District 2.

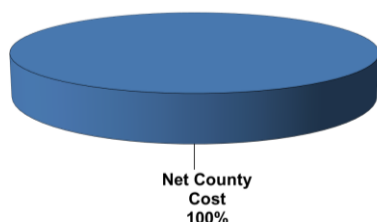
#### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$34,908 or 7.2%, when compared to the FY2017/18 Adopted Budget primarily due to increases in costs associated with Countywide Administrative Overhead including Central Data Processing Services as well as an increase in Salaries and Employee Benefits costs.

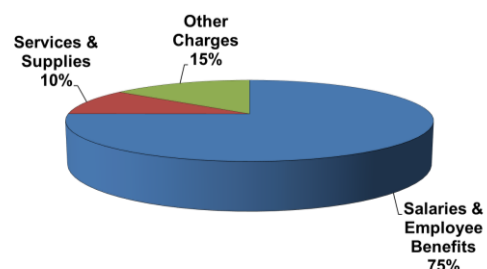
#### DEPARTMENT COMMENTS

None.

#### SOURCE OF FUNDS



#### USE OF FUNDS





**Monica Brown**  
**Legislative & Administration**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	383,797	348,489	388,863	40,374	11.6%
SERVICES AND SUPPLIES	37,154	47,452	53,829	6,377	13.4%
OTHER CHARGES	62,813	78,778	75,516	(3,262)	(4.1%)
OTHER FINANCING USES	9,216	10,985	2,254	(8,731)	(79.5%)
INTRA-FUND TRANSFERS	2,253	0	150	150	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>495,233</b>	<b>485,704</b>	<b>520,612</b>	<b>34,908</b>	<b>7.2%</b>
<b>NET COUNTY COST</b>	<b>495,233</b>	<b>485,704</b>	<b>520,612</b>	<b>34,908</b>	<b>7.2%</b>

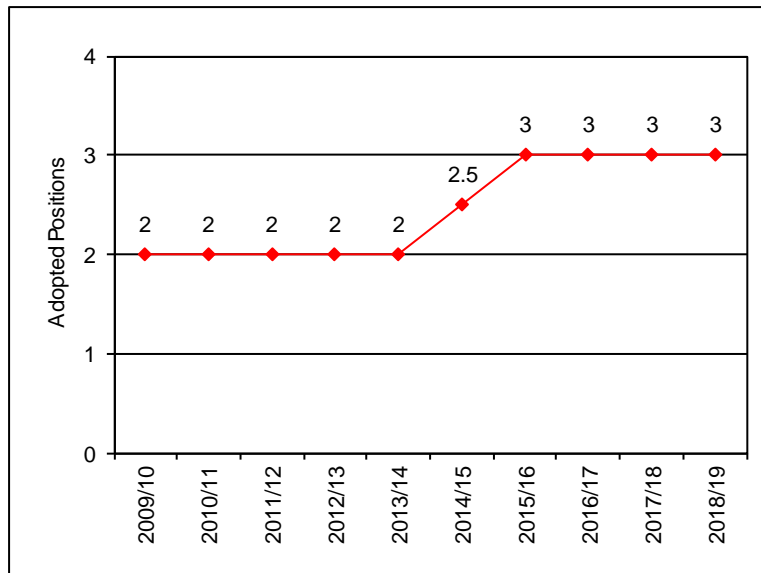
### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

### STAFFING TREND



### PENDING ISSUES AND POLICY CONSIDERATIONS

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

<b>Budget Summary:</b>	
FY2017/18 Midyear Projection:	507,206
FY2018/19 Recommended:	511,559
County General Fund Contribution:	511,559
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.75

## 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 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, a full-time and a three-quarter time staff position.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Sperring serves on over 20 County, and regional boards and commissions, including the Bay Area Air Quality Management District, Metropolitan Transportation Commission, Solano Local Agency Formation Commission, Solano Transportation Authority, Solano County Water Agency, and Board of Supervisor's Land Use and Transportation Committee.

### Challenges:

- In collaboration with the City of Fairfield, finding ways to address the increasing homeless population, especially those with mental health and substance abuse issues, with limited funding sources and fragile, non-profit service delivery in the Fairfield/Suisun area.
- Developing a solution between City of Vallejo and Solano County to provide an affordable and sustainable water source for Green Valley, Gordon Valley and Suisun Valley.
- Working on mobility issues for non-ambulatory seniors.
- Working with Napa County to strengthen formation of a new Area Agency on Aging to serve the needs of our seniors.

### Accomplishments:

- Homelessness Issues in the Fairfield/Suisun area – The Supervisor facilitated numerous meetings with the City of Fairfield, County staff and locals to discuss solutions to the challenges of the growing number of homeless constituents and to consider alternate program approaches and opportunities using existing facilities. He is encouraging the City of Fairfield to work with County staff to modernize Heather House to meet some of the growing demand. He and his staff also met with regional non-profit staff members and toured their facilities to explore fresh ideas and best practices models for Solano County.
- Lakes Water System – Actively pursued extending the Memorandum of Understanding agreement between the City of Vallejo and Solano County to allow progress in addressing increasing water costs and antiquated infrastructure, and continued to have dialogue with all the stakeholders, including the Cities of Vallejo and Fairfield, Solano and Napa County, SID, SCWA and residents of Green Valley, Suisun and Gordon Valley.
- Senior Poverty Working Group - Chaired the Senior Poverty Working Group as members explored solutions to address the increasing poverty and mobility issues for seniors, people with disabilities and low-income constituents in Solano County. The launch of the Network of Care site for Seniors and the hiring of a Volunteer Coordinator, both initiatives of the Group, were successfully implemented in this past year. Under the supervisor's auspices, the group is working in conjunction with the Senior Coalition to roll out the Bridging Opportunities program to the next of the seven cities.
- Network of Care – Hosted a successful, well-attended launch of the Solano Care 4 Seniors website, which included a multifaceted outreach campaign using numerous media sources, including the electronic bill board sign at the Vallejo

**James P. Spring**  
**Legislative & Administration**

Fairgrounds. Continued to champion the Solano County Network of Care, with its next website customization for people with disabilities and the family and caregivers who support them.

- Oversight Board for the Successor Agency to Redevelopment Agencies - Serves as a member of the City of Fairfield and City of Suisun City Oversight committees, which provide fiscal oversight for their respective cities for property and investments since redevelopment agencies were dissolved.
- Land Use and Transportation Committee - As one of two supervisors on this committee, he has worked closely with staff to address numerous land use and transportation issues, including zoning regulations, and updates to the land use compatibility plans for Travis Air Force Base and other local airports. Some of the significant focus areas included the development of a short-term Vacation Rental Policy, development of a Solano County Ordinance for Cannabis, and updating the Noise Ordinance.
- Solano Transportation Authority (STA). In his role as STA chair, one of his priorities this past year was to develop a plan and obtain funding sources to improve the North Gate access road to Travis Air Force Base, an ongoing concern of Base Officials. The supervisor is working with Fairfield and Vacaville mayors and their respective staff, STA staff and Travis to find the best solution.
- Consolidated Transportation Services Agency (CTSA) - Chairs a consortium of transit stakeholders who work to address the gaps in mobility services for seniors, people with disabilities and low-income residents. Under his direction, the consortium members continue to identify strategies and funding streams and work to expand existing transportation services. High priority for the group is making progress in developing the next phase of the “taxi scrip” program – subsidized taxi service – for the non-ambulatory.
- Locally serves on many Solano committees including the Solano Transit Joint Powers Authority (SolTrans JPA), Solano County Water Agency, Local Agency Formation Commission (LAFCo), committees that focus on transportation and development needs on behalf of Solano County residents and businesses.
- Regionally serves on the Metropolitan Transportation Commission and four associated committees, the Bay Area Air Quality Management District Board of Directors and seven of its standing committees, and the Capitol Corridor Joint Powers Authority, representing the needs and interests of Solano County in a regional framework.

Goals and Objectives:

Supervisor Spring’s priorities include: providing leadership, formulating new ideas and building partnerships and consensus on programs and projects benefiting the Third District and Solano County. He also places a high priority on being a conduit between constituents and County government.

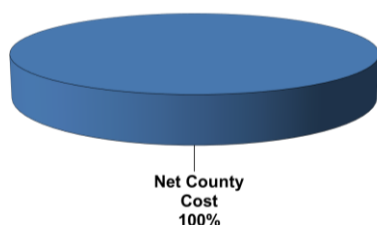
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$22,046 or 4.5% when compared to the FY2017/18 Adopted Budget. The increase is primarily due to some salary and benefit increases and some minor increases in the cost for data and phone services.

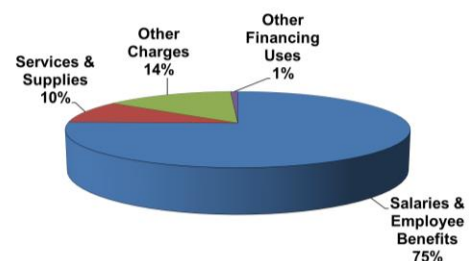
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Department Summary****1003 – Fund 001-Board of Supervisors – District 3****James P. Sperring  
Legislative & Administration**

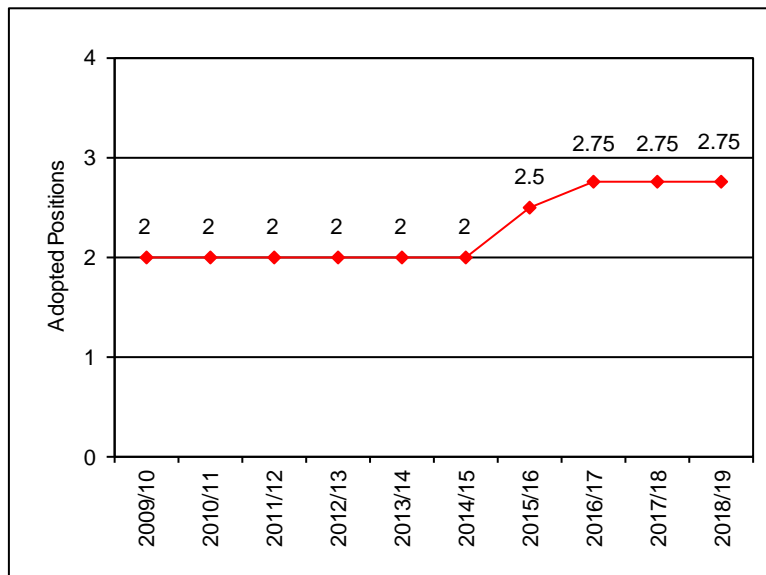
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	361,014	358,919	385,644	26,725	7.4%
SERVICES AND SUPPLIES	34,351	43,335	48,627	5,292	12.2%
OTHER CHARGES	59,364	75,590	72,617	(2,973)	(3.9%)
OTHER FINANCING USES	11,828	11,069	4,071	(6,998)	(63.2%)
INTRA-FUND TRANSFERS	1,092	600	600	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>467,648</b>	<b>489,513</b>	<b>511,559</b>	<b>22,046</b>	<b>4.5%</b>
<b>NET COUNTY COST</b>	<b>467,648</b>	<b>489,513</b>	<b>511,559</b>	<b>22,046</b>	<b>4.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND****PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**John M. Vasquez, Chair**  
**Legislative & Administration**

<b>Budget Summary:</b>	
FY2017/18 Midyear Projection:	563,565
FY2018/19 Recommended:	548,003
County General Fund Contribution:	548,003
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

## FUNCTION AND RESPONSIBILITIES

The District 4 Supervisor represents the City of Dixon and a portion of Vacaville and the Northern part of Solano County including the agricultural areas of Lagoon Valley, Pleasants Valley, Winters and Dixon Ridge. The District 4 Supervisor's budget provides for the expenditures of the elected supervisor and two full-time staff positions. As the elected representative for District 4, Supervisor Vasquez is available to meet or speak with his constituents to assist them in resolving issues that arise. The District 4 office is maintained at the County Administration Center at 675 Texas Street in Fairfield.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Vasquez represents his district and Solano County on 29 local, regional and state boards and commissions as a member, or alternate member (ALT). These appointments include the Bay Conservation and Development Commission, Delta Counties Coalition, Delta Protection Commission (ALT), Delta Conservancy Board (ALT), Northern California Counties Tribal Matters Consortium, Solano Land Trust, Solano County Water Agency, Solano Local Agency Formation Commission, Yolo-Solano Air Quality Management District and the Board's Legislative Committee, Land Use and Transportation Committee, Regional Park Committee and more. The preservation of agriculture and natural resources, along with issues affecting seniors and those in poverty remain significant priorities for Supervisor Vasquez.

In January 2018, Supervisor Vasquez was chosen by his peers to serve as Chair of the Board of Supervisors two years in a row. It is the fifth time he has been selected to do so since being sworn into office in 2003. He has been recognized nationally as a leader on the issue of childhood obesity and continues to work toward ensuring Solano County is the best place to Live, Work, Learn, Play and Age.

### Accomplishments:

- Addressed the long-term financial health of the County through the restructuring of bonds issued in 2007 as the lead in the presentation to the rating agency. The County successfully refinanced \$84.2 million in bonds used to construct the County Administration Center, Probation office and other capital projects, saving taxpayers \$20.8 million over the remaining term.
- Worked closely with cities, special districts and water agencies to complete formation of the Solano Sub-Basin Groundwater Sustainability Agency (GSA). The Joint Powers Agreement between Solano County and its partners ensures that a plan is crafted for the responsible management of our groundwater supply.
- Testified before the Senate Committee on Governance and Finance in support of SB 365, authored by Senator Bill Dodd. The legislation, signed by the governor in September of 2017, paves the way for the formation of a regional park district in Solano County
- Broke ground on the SB 1022 Classroom and Vocational Training Center. The \$23 million project adjacent to the Stanton Correctional Facility will provide incarcerated individuals with vocational training and job skills which will increase their opportunities for success upon release.
- Solano County was fortunate that longtime Assistant Ag Commissioner Simone Hardy stepped up to the task of leading the Department following Ag Commissioner Jim Allan's retirement in 2017. As a supporter of agriculture, Supervisor Vasquez was also pleased to welcome a new Farmbudsman to Solano County who can help our farmers and ranchers navigate the regulatory landscape and connect them with resources.

- Made strides in improving the welfare of some of Solano County's vulnerable populations, such as seniors and older adults. In 2017, worked with District 3 Supervisor Jim Spering on the roll out of SolanoCares4Seniors.org. The new website is a one-stop resource for seniors, their family members and caregivers which allows them to easily locate services, search health-related articles and even track legislation at the click of a button. Supervisor Vasquez has also proudly worked with the Solano Transportation Authority on several Senior Mobility Summits to address the transportation needs of seniors in Solano County.
- Celebrated our largest group of centenarians (47) during the 11<sup>th</sup> annual centenarian celebration before the Board of Supervisors. The event provides the opportunity to recognize and honor our oldest living residents for the wonderful things they have achieved and continue to experience in their lives.
- Selected by his peers to serve as Chair of the Board of Supervisors for a fifth time.
- Successfully co-sponsored the first-ever Solano County Kindness Campaign video contest with District Attorney Krishna Abrams. The program allowed for Solano County's youth to speak out on the topic of bullying through the creation of short videos that emphasized positive behavior. The inspirational work was featured at a red-carpet gala at Brenden Theatres in Vacaville where the students, their families and teachers had the opportunity to view their videos on the big screen.
- Continues to engage with the public through a monthly newsletter that highlights issues affecting District 4 and the County as a whole. In addition, the use of social media such as Twitter and Facebook have added more opportunity to interact with constituents and promote exceptional people and events in Solano County.

Goals and commitments in the coming fiscal year:

- Continue to build upon the collaborative efforts of the many public, private and non-profit agencies in the County and ensure a cohesive approach to serving our residents.
- Closely watch legislation that impacts our most important natural resource-water. Supervisor Vasquez is committed to being an advocate for all of Solano County at the local, state and federal level on matters involving water. It is critical to all residents that our current water sources are protected while working to create more storage for growing demands.
- With agriculture being a big part of the District 4 landscape, Supervisor Vasquez will continue to be a proponent of Solano County's farmers and ranchers. As a member of the Solano Sub-basin GSA, Supervisor Vasquez will work to ensure the farming community has a voice in the responsible management of groundwater.
- With the unpredictable nature of extreme weather-related events, Solano County must prepare for the reality of rising tides. Through his work as a Board member on the Bay Conservation and Development Commission, Supervisor Vasquez continues to advance solutions that protect the County's residents and infrastructure from the threat of rising tides.
- Homelessness in Solano County is a concern to Supervisor Vasquez and he plans to continue to work with the Board of Supervisors to collaborate and partner with the seven cities, non-profit agencies and service providers to address the myriad issues contributing to homelessness.
- Supervisor Vasquez has made it a point to champion issues related to our youth and older adults. Supervisor Vasquez, for second consecutive year, has sponsored a "Kindness Campaign," in which all Solano County students are encouraged to participate in a video contest that shows the community what "kindness" looks like.
- Building upon his work in fiscal year 2015/16 to address women in poverty in Solano County, Supervisor Vasquez looks forward to hosting a future workshop on Alzheimer's, a disease that unfairly affects women in greater numbers than men and oftentimes can pose a financial burden for those suffering the disease and their families.
- Given the Board of Supervisor's multi-year work on the Moving Solano Forward study and workforce development, Supervisor Vasquez aims to engage the next generation of workers before their high school graduation. With the growing interest in robotics programs in Solano County's schools and an emphasis on Science, Technology, Engineering and Math (STEM) curriculum, Supervisor Vasquez plans to host a programming workshop for the public.
- Supervisor Vasquez will continue to work to promote the hard work of county workers who day in and day out, care for the health of our residents, ensure our roads are safe, protect our safety and property, serve our veterans, sustain our agricultural heritage, educate our children and so much more.

John M. Vasquez, Chair  
Legislative & Administration

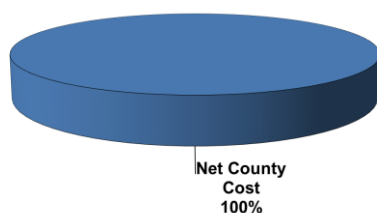
## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$1,733 or 0.3% in appropriations when compared to the FY2017/18 Adopted Budget.

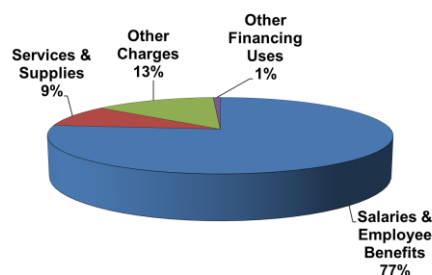
## DEPARTMENT COMMENTS

None.

### SOURCE OF FUNDS



### USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	402,637	396,170	419,960	23,790	6.0%
SERVICES AND SUPPLIES	38,339	55,805	50,321	(5,484)	(9.8%)
OTHER CHARGES	76,142	84,694	73,485	(11,209)	(13.2%)
OTHER FINANCING USES	12,249	12,317	4,237	(8,080)	(65.6%)
INTRA-FUND TRANSFERS	822	750	0	(750)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>530,190</b>	<b>549,736</b>	<b>548,003</b>	<b>(1,733)</b>	<b>(0.3%)</b>
<b>NET COUNTY COST</b>	<b>530,190</b>	<b>549,736</b>	<b>548,003</b>	<b>(1,733)</b>	<b>(0.3%)</b>

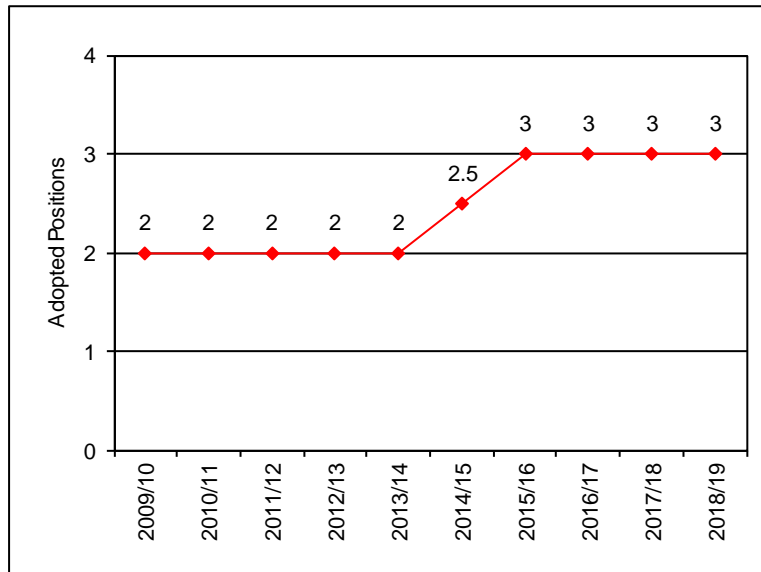
## SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

## SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**Skip Thomson**  
**Legislative & Administration**

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<b>Budget Summary:</b>	
FY2017/18 Midyear Projection:	470,270
FY2018/19 Recommended:	487,069
County General Fund Contribution:	487,069
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

## **FUNCTION AND RESPONSIBILITIES**

The District 5 Supervisor represents residents living in the City of Rio Vista, parts of the cities of Vacaville, Fairfield, Suisun City, and the unincorporated areas of Elmira, Collinsville, Birds Landing, and Ryer Island. Supervisor Thomson represents the Board on over 15 County, Regional and State boards and commissions, and their subcommittees; including the Delta Counties Coalition (DCC), the Solano County Water Agency (SCWA), the Yolo/Cache Slough Partnership, and the Yolo-Solano Air Quality Management Board (YSAQMD). Supervisor Thomson Chairs the Delta Protection Commission, and Groundwater Sustainability Agency and remains as a representative on the Delta Stewardship Council. In addition, he is also a county representative to both the Vacaville and Rio Vista Redevelopment Successor Agencies. The Supervisor maintains an office at the County Government Center, located at 675 Texas Street, Suite 6500. The Office budget provides for the expenditures of the elected Supervisor and two full-time staff members.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

### Challenges:

- There have been significant challenges in working with nonprofits and their boards of whom are not willing to change their program models to address the current needs of those experiencing homelessness in the community.
- Advocating for the preservation of the Delta to prevent the California Water Fix Twin Tunnels Project despite influence from Southern California water interests.
- Instability in funding, taxes, and policy at the Federal level has proven to be an obstacle to forward momentum in policy and state level resources.

### Accomplishments:

- Toured and made point-of-contacts with three neighboring counties regarding affordable/transitional housing programs to better understand what efforts could be duplicated in our Solano County homeless efforts.
- Currently spearheading a city-county pilot project for tiny home transitional housing including collaboration with Solano County Health and Human Services for wraparound services to address those experiencing homelessness in the community.
- Played a role in the Atlas Peak Fire relief by securing feed from local retailers in District 5 to be delivered to the Solano County Fairgrounds to assist in the volunteers working at the shelter housing livestock and animals.
- Continue to strengthen the welfare of the County's General Fund by implementing cost-saving reductions and reducing duplicative services while maintaining a high-level of services for County residents.
- Work to protect the rich agricultural, Delta and the communities that rely on it, by working with the State of California, local water districts, and surrounding counties to bring problems to the forefront and find equitable solutions.
- Collaborated with neighboring jurisdictions and relevant stakeholders to sustain the new Groundwater Sustainability Agency as mandated by the Sustainable Groundwater Management Act.
- Coordinated a meeting with our 3 local hospitals, community-based organizations, and faith-based organizations to discuss how upstream investing could greatly reduce downstream expenses for our communities, and improve individual outcomes,

especially for those individuals experiencing homelessness, housing insecurity, or other critical behavioral health challenges.

- Continued to ensure that Board decisions concerning County contracts and labor agreements are fair, equitable, fiscally responsible, and sustainable. Advocate for measurable outcomes from County contractors and community based organizations that collaborate with the County.
- Continued to support programs and policies that serve the County's most vulnerable populations, children, seniors, individuals with physical, emotional, or cognitive barriers, and community members facing or experiencing homelessness.
- Continued to support the Collinsville Levee District as loan repayments leave administrative funds minimal. Worked with the Collinsville community during heavy rains and flooding to ensure residents could access needed services.
- Joined an ad hoc committee in February 2018 with District 2 to oversee improvements to the Solano County Fair Association and the Fairgrounds operations.
- Committed back to County entirety of \$5,000 General Fund Contribution budget toward hiring a new Code Compliance Officer for the Resource Management Department to investigate housing and zoning code violations, as well as, vehicle and nuisance abatement.

#### WORKLOAD INDICATORS

- Since July 1, 2017, met with fifty-two (52) constituents (as of 3/1/18) to address their individual/community concerns ranging from property-related questions, board/commission appointments, Board agenda items, labor issues, homeless outreach, and Health & Social Services resources.
- Participated in seven (7) speaking engagements addressing Delta/water-related issues, community-based outreach, and Supervisorial duties.
- Attended twelve (12) Delta Stewardship Council Meetings representing Solano County and the Delta Counties Coalition, participated in approximately forty-five (45) Delta Counties Coalition meetings, and attended five (5) Delta Protection Commission meetings.
- Presented six (6) resolutions recognizing constituents including those achieving the rank of Eagle Scout, educational leaders, corrections officers, and philanthropists.

Attended/participated more than (80) community engagements/activities for relationship building and future planning including: Delta-landowner meetings, events recognizing Travis Air Force Base personnel, parades, grand-openings, retirements, hosting military and veteran meetings, K-12 educational achievement awards, and year-end celebrations recognizing many accomplishments.

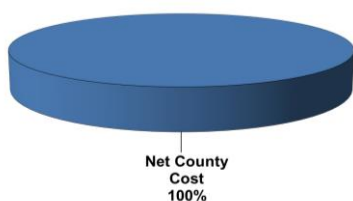
#### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$8,003 or 1.6% in appropriations when compared to the FY2017/18 Adopted Budget due to changes in staff that do not participate in some County benefit plans.

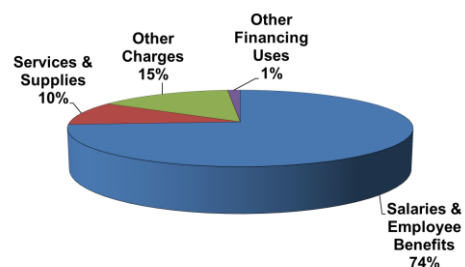
#### DEPARTMENT COMMENTS

None.

#### SOURCE OF FUNDS



#### USE OF FUNDS



**Skip Thomson**  
**Legislative & Administration**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	314,058	365,979	359,885	(6,094)	(1.7%)
SERVICES AND SUPPLIES	36,073	39,320	48,579	9,259	23.5%
OTHER CHARGES	54,536	78,413	71,811	(6,602)	(8.4%)
OTHER FINANCING USES	5,570	11,360	6,774	(4,586)	(40.4%)
INTRA-FUND TRANSFERS	406	0	20	20	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>410,643</b>	<b>495,072</b>	<b>487,069</b>	<b>(8,003)</b>	<b>(1.6%)</b>
<b>NET COUNTY COST</b>	<b>410,643</b>	<b>495,072</b>	<b>487,069</b>	<b>(8,003)</b>	<b>(1.6%)</b>

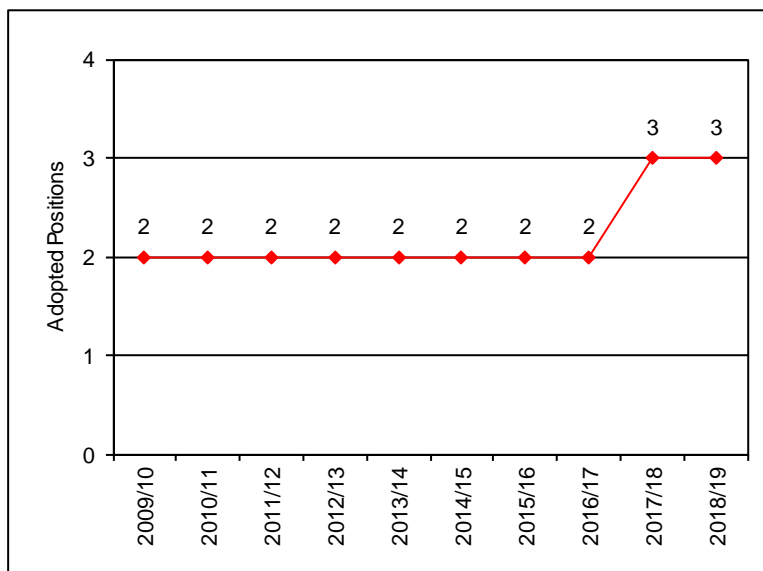
### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

### STAFFING TREND



### PENDING ISSUES AND POLICY CONSIDERATIONS

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

<b>Budget Summary:</b>	
FY2017/18 Midyear Projection:	219,249
FY2018/19 Recommended:	235,775
County General Fund Contribution:	235,775
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 (ABAG) and National Association of Counties (NACo); and County contributions to non-County agencies.

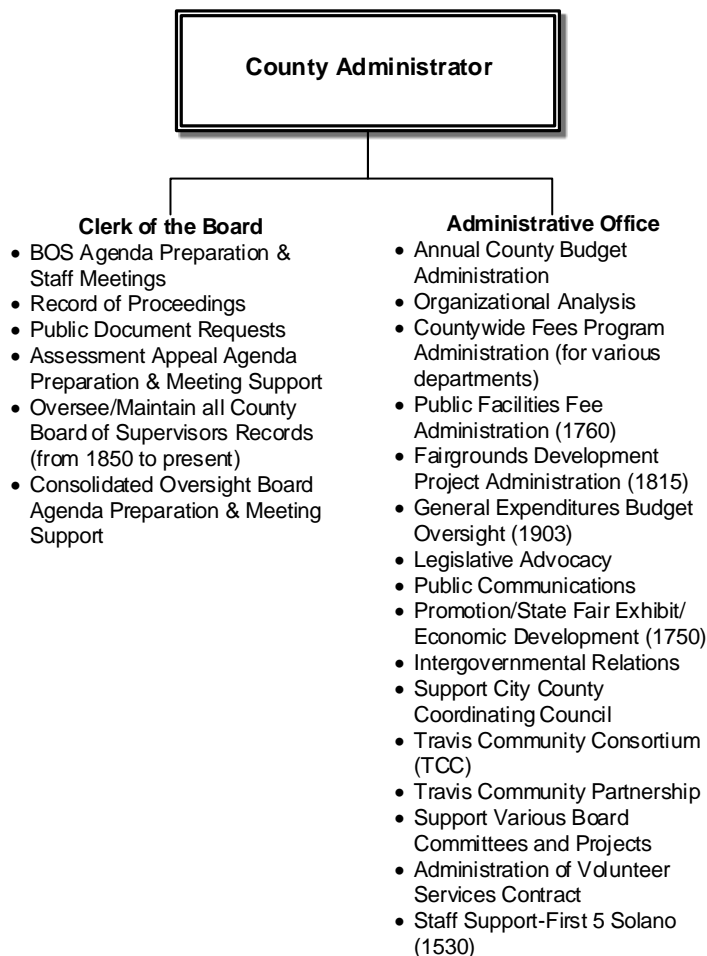
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$9,145 or 4.0% in appropriations when compared to the FY2017/18 Adopted Budget. The increase is in part due to increase in Salaries and Employee Benefits cost for Workers Compensation charges incurred by the Board of Supervisors' District 2 office under the prior Board Member and in Services and Supplies for Liability Insurance costs. Services and Supplies also includes costs for recording, editing and copying of the Board of Supervisors meetings, usage and maintenance of phone lines, liability insurance, equipment maintenance, memberships, office expenses, managed print services, consulting services, lease for copiers, travel expenses for the Board of Supervisors Chair, meals and refreshments for the Board of Supervisors Closed Sessions and contributions to Non-County agencies.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	0	31,226	35,885	4,659	14.9%
SERVICES AND SUPPLIES	180,438	167,304	171,390	4,086	2.4%
OTHER CHARGES	25,000	27,500	27,500	0	0.0%
INTRA-FUND TRANSFERS	2,656	600	1,000	400	66.7%
<b>TOTAL APPROPRIATIONS</b>	<b>208,094</b>	<b>226,630</b>	<b>235,775</b>	<b>9,145</b>	<b>4.0%</b>
<b>NET COUNTY COST</b>	<b>208,094</b>	<b>226,630</b>	<b>235,775</b>	<b>9,145</b>	<b>4.0%</b>

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2017/18 Budget includes the continued appropriation of \$27,500 in contributions to non-County agencies for Travis Community Consortium (TCC). The CAO recommends the Board affirm the non-County agency contribution for FY2018/19.



## 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:

FY2017/18 Midyear Projection:	3,886,780
FY2018/19 Recommended:	4,062,865
County General Fund Contribution:	432,111
Percent County General Fund Supported:	10.7%
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, coordinate appointments to County Boards and Commissions and provide support to the Assessment Appeals Board and the Consolidated Oversight Board.

- Implement the County's Legislative Advocacy Program; review impacts of federal and 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 including Legislation, Delta County Coalition, Land Use and Transportation, Solano360 and Cannabis regulations
- Represent the Board in the County's intergovernmental relations and perform general administrative duties and provide staff support to the City-County Coordinating Council.
- Provide administrative and fiscal oversight to First 5 Solano Commission.
- Oversee the contracts for the Administrative Entity services with the Workforce Development Board (WDB) and the Solano County Fair.

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**Accomplishments:

- Worked extensively with the County Administrator's Office Debt Advisory Committee to refinance the 2007 COPs in 2017 saving the County in future debt interest costs.
- Continued to work with the Solano360 partners – the County, the City of Vallejo and the Solano County Fair Association to advance the development of the Fairgrounds property in Vallejo based on Solano360 Specific Plan.
- Continued to engage and participate in the Air Force Community Partnership (AFCP) with Travis Air Force Base with the goal of enhancing capacity of the base while reducing ongoing operational costs, a collaboration between Air Force, County and 7 cities.
- Continued work with the CAO's Pension Advisory Committee to implement strategies to address escalating retirement costs and established investment guidelines for Post-Employment Benefits Trust program.
- Continued to provide guidance on the implementation of the 2011 Public Safety Realignment for program and funding with the public safety departments.
- Continued work on "Moving Solano Forward", economic development and diversification strategies with Solano EDC and 7 cities.
- Continued to provide guidance and support to the Delta Counties Coalition.
- Successfully coordinated the contractor and vendors for the 2017 State Fair exhibit, and received five awards including Gold Award, Best Visitor Experience, People's Choice, People's Choice-Most Fun, and People's Choice-Most Educational.
- Successfully completed the refresh/upgrade of the County permanent display in the State Capital.
- Successfully oversaw the installation and staffing of the County exhibit at the 2017 County Fair.
- Provided support to the annual Board Centenarian reception as part of the transfer of this event from Senior coalition to County staff.
- Continued to provide guidance and support in Board discussion on new state mandate for Groundwater Management Plan.
- Continued to provide support in the implementing of the (workforce training program) HIRE recommendations thru the Workforce Development Board.
- Continued support of CAPSolano JPA, as work efforts focus on the strategic plan to address homeless issues throughout the County in partnership with all seven (7) cities and began work on implementation strategies and partnerships.

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

**Functional Area Summary**

- Continued to provide leadership and support in the development of SB 1022 Adult Local Criminal Justice Facilities Construction project to construct a new vocational and education facility for delivery of in-custody programing at the Claybank campus, project completion anticipated in Winter FY2018/19.
- Coordinated the annual Counties Care Holiday Food Drive and the friendly competition with the employees of Contra Costa County, which resulted in \$37,087 donated by Solano County employees toward the 2017 “Peace, Love and Veggies Holiday Food Fight” campaign and a grand total of \$377,739 donated by Solano County employees since 2004 – Winning the 2017 Food Challenge.
- Provided support in the review of Lakes Water System under an approved Due Diligence Right to Negotiate Agreement with City of Vallejo, which ended December 2017. Continued discussions with city while working on a new Memorandum of Understanding.

**WORKLOAD INDICATORS**

During FY2017/18, it is anticipated the County Administrator/Clerk of the Board will have:

- Participated and provided assistance at 35 meetings of various Board of Supervisors meetings.
- Provided staff support to multiple Board of Supervisor subcommittees.
- Processed 477 Agenda Submittals and developed/published Minutes for 35 Board of Supervisors’ Regular Meetings, 9 Assessment Appeal Hearings, 3 City Selection Committee meetings and 279 Public Comment Cards from the public present at the Board meetings.
- Recorded 6 Ordinances and 263 Resolutions adopted by the Board.
- Processed 283 Assessment Appeals applications (individual application for multiple parcels counted as one).
- Provided staff support to the City-County Coordinating Committee, Executive Committee and Joint Committee for a total of 10 meetings.
- Received 12 requests for information under the California Public Records Act (GC §6250).
- Filed 150 California Environmental Quality Act (CEQA) documents.
- Processed 73 claims against the County and 8 lawsuits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CLERK OF THE BOARD	36,718	35,220	36,768	1,548	4.4%
ADMINISTRATIVE OFFICE	2,520,916	3,355,012	3,593,986	238,974	7.1%
<b>TOTAL REVENUES</b>	<b>2,557,634</b>	<b>3,390,232</b>	<b>3,630,754</b>	<b>240,522</b>	<b>7.1%</b>
<b>APPROPRIATIONS</b>					
CLERK OF THE BOARD	390,436	511,019	551,072	40,053	7.8%
ADMINISTRATIVE OFFICE	3,185,865	3,441,059	3,511,793	70,734	2.1%
<b>TOTAL APPROPRIATIONS</b>	<b>3,576,301</b>	<b>3,952,078</b>	<b>4,062,865</b>	<b>110,787</b>	<b>2.8%</b>
<b>NET COUNTY COST</b>					
CLERK OF THE BOARD	353,718	475,799	514,304	38,505	8.1%
ADMINISTRATIVE OFFICE	664,949	86,047	(82,193)	(168,240)	(195.5%)
<b>NET COUNTY COST</b>	<b>1,018,667</b>	<b>561,846</b>	<b>432,111</b>	<b>(129,735)</b>	<b>(23.1%)</b>

## Functional Area Summary

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

<b>STAFFING</b>					
CLERK OF THE BOARD	2	2	2	0	0.0%
ADMINISTRATIVE OFFICE	14	14	14	0	0.0%
<b>TOTAL STAFFING</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>0</b>	<b>0.0%</b>

### DEPARTMENTAL BUDGET SUMMARY

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

#### 1115 - Administration:

The Recommended Budget represents an increase of \$238,974 or 7.1% in revenues and an increase of \$70,734 or 2.1% in appropriations when compared to the FY2017/18 Adopted Budget. The Net County Cost for the Administration budget decreased by \$168,240 or 195.5%. This budget is primarily funded by County General Fund.

The principal factors leading to the increase in appropriations are employee benefit costs. In addition, Countywide Administrative Overhead revenue increased by \$225,962 or 6.7%. The Countywide Administrative Overhead revenues are calculated by the Auditor-Controller's office based on Administration's actual expenditures incurred in FY2016/17 and allocated to departments.

#### Contracts

The FY2018/19 Recommended Budget includes a total of \$164,835 or 4.7% in contracted services which includes the following significant contracts:

- \$159,835 Legislative Advocacy Services on General County Issues

#### Fixed Assets

None requiring Board action.

#### 1114 - Clerk of the Board:

The Recommended Budget represents an increase of \$1,548 or 4.4% in revenues and an increase of \$40,053 or 7.8% in appropriations when compared to the FY2017/18 Adopted Budget. This budget is primarily funded by County General Fund.

The principal factors leading to the increase in appropriations are salary increases for existing allocated positions and increases in contracts for live-stream support of Board meetings and training expenses under Services and Supplies.

#### Contracts

The FY2018/19 Recommended Budget includes a total of \$53,902 or 9.8% in contracted services which includes the following significant contracts:

- \$27,000 Support to live-stream meetings in the Board Chamber
- \$26,902 Software maintenance and/or service agreements for the Legistar Agenda Management Program

#### Fixed Assets

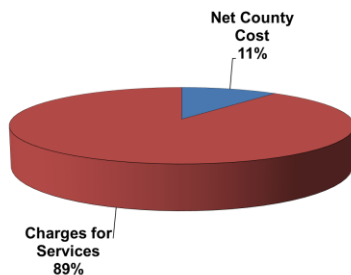
None requiring Board action.

### DEPARTMENT COMMENTS

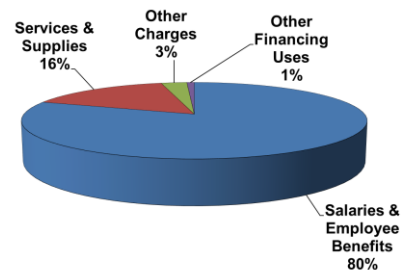
None.



**SOURCE OF FUNDS**



**USE OF FUNDS**

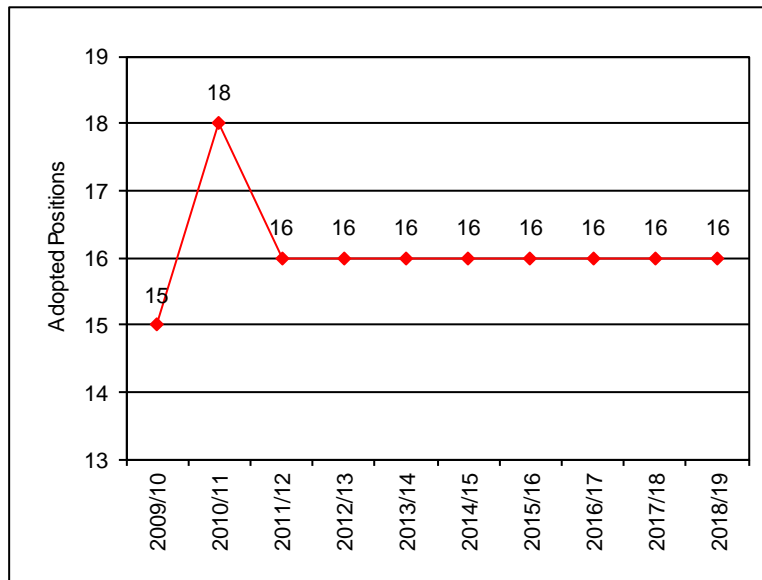


DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	2,557,589	3,390,187	3,630,709	240,522	7.1%
MISC REVENUE	45	45	45	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,557,634</b>	<b>3,390,232</b>	<b>3,630,754</b>	<b>240,522</b>	<b>7.1%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,986,287	3,130,373	3,270,665	140,292	4.5%
SERVICES AND SUPPLIES	425,227	614,912	642,496	27,584	4.5%
OTHER CHARGES	68,986	115,349	114,947	(402)	(0.3%)
OTHER FINANCING USES	92,186	90,261	33,117	(57,144)	(63.3%)
INTRA-FUND TRANSFERS	3,616	1,184	1,641	457	38.6%
<b>TOTAL APPROPRIATIONS</b>	<b>3,576,301</b>	<b>3,952,078</b>	<b>4,062,865</b>	<b>110,787</b>	<b>2.8%</b>
<b>NET COUNTY COST</b>	<b>1,018,667</b>	<b>561,846</b>	<b>432,111</b>	<b>(129,735)</b>	<b>(23.1%)</b>

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

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

**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	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1750 PROMOTION	230,243	0	0	0	0.0%
1903 GENERAL EXPENDITURES	2,589,475	2,361,075	2,361,000	(75)	(0.0%)
1905 COUNTYWIDE COST ALLOCATION PLA	(3,336,852)	(4,440,050)	(4,708,005)	(267,955)	6.0%
6730 OTHER PUBLIC DEFENSE	2,864,873	2,654,244	3,160,661	506,417	19.1%
6800 C M F CASES	496,176	382,642	375,419	(7,223)	(1.9%)
6901 2011 REALIGNMENT-ADMINISTRATIO	109,805	22,843	134,574	111,731	489.1%
<b>APPROPRIATIONS</b>					
1750 PROMOTION	444,755	249,677	178,886	(70,791)	(28.4%)
1903 GENERAL EXPENDITURES	141,917,163	157,769,506	165,976,295	8,206,789	5.2%
1905 COUNTYWIDE COST ALLOCATION PLA	(3,336,852)	(4,440,050)	(4,708,005)	(267,955)	6.0%
1906 GENERAL FUND OTHER-DEBT SERV	3,066,630	2,018,709	2,019,747	1,038	0.1%
2400 GRAND JURY	114,303	137,490	135,055	(2,435)	(1.8%)
6730 OTHER PUBLIC DEFENSE	2,864,873	2,654,244	3,160,661	506,417	19.1%
6800 C M F CASES	504,840	361,788	375,419	13,631	3.8%
6901 2011 REALIGNMENT-ADMINISTRATIO	109,805	86,574	134,574	48,000	55.4%
<b>NET CHANGE</b>					
1750 PROMOTION	214,512	249,677	178,886	(70,791)	(28.4%)
1903 GENERAL EXPENDITURES	139,327,687	155,408,431	163,615,295	8,206,864	5.3%
1905 COUNTYWIDE COST ALLOCATION PLA	0	0	0	0	0.0%
1906 GENERAL FUND OTHER-DEBT SERV	3,066,630	2,018,709	2,019,747	1,038	0.1%
2400 GRAND JURY	114,303	137,490	135,055	(2,435)	(1.8%)
6730 OTHER PUBLIC DEFENSE	0	0	0	0	0.0%
6800 C M F CASES	8,665	(20,854)	0	20,854	(100.0%)
6901 2011 REALIGNMENT-ADMINISTRATIO	0	63,731	0	(63,731)	(100.0%)

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 accounting for County contributions to various activities supported by the Board of Supervisors. At the direction of the Board, contributions are designated and reflected in this budget 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**Accomplishments:

- Anticipates publishing the *2017 Index of Economic and Community Progress* in June 2018 that will address the changing Solano County economy, focusing on job, housing and population trends. The *Index* is prepared by Economic Forensics and Analytics as a project of the County Administrator's Office in partnership with the Solano Economic Development Corporation (EDC).
- The 2017 Solano County State Fair exhibit – entitled "The Bounty of the County," promotes a positive image of the County's rich agricultural history, industry, entertainment, recreation and tourism destinations to tens of thousands of Californians that visit the fair every day through a unique and engaging display from July 14 – July 30, 2017. The exhibit won multiple awards, including the Gold Award, Best Visitor's Experience, the People's Choice "Most Fun, and the People's Choice "Most Educational" awards and was transferred to the County Fair for local promotion from August 2 – August 6, 2017.
- In August 2017, the Board of Supervisors adopted a resolution approving the Comprehensive Economic Development Strategy (CEDS) prepared by Solano EDC on behalf of the cities and the County and funded by Office of Economic Adjustment (OEA) grant, and submitted it to the U.S. Economic Development Administration (EDA) which will allow the cities and County to access future EDA funding and Grants.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and a decrease of \$70,791 or 28.4% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the Net County Cost decreased by \$70,791 or 28.4%. The reduction in appropriations is the result of the completion of the OEA grant used for the comprehensive economic development strategy work.

Primary Funding Sources

The primary funding sources for programs are County General Fund and revenues from grants. In FY2018/19 there are no anticipated grants.

Primary Costs

The FY2018/19 Recommended Budget includes the following significant projects:

- \$45,000 contribution to the Solano Economic Development Corporation (EDC) in FY2018/19 for the continued implementation of the "Solano Means Business" economic development campaign.
- \$40,000 for a comprehensive contract to design, construct and staff a Solano County exhibit at the 2018 California State Fair.
- \$35,000 as the County's share of the Farmbudsman program.
- \$20,000 for economic development studies to produce the *2018 Index of Economic and Community Progress* and for other economic and marketing studies the Board may consider.
- \$25,000 for Economic Development projects relating to Business Retention, Expansion and Attraction.
- \$5,000 for Advertising and Marketing.
- \$2,550 for Special Department Expense, Meals/Refreshments and Office Expenses.

**1750 – Fund 001-Promotion****Summary of Other Administered Budgets**

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

Contracts

None requiring Board Action.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	228,465	0	0	0	0.0%
MISC REVENUE	1,778	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>230,243</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	443,790	245,050	172,550	(72,500)	(29.6%)
OTHER CHARGES	865	4,627	6,336	1,709	36.9%
INTRA-FUND TRANSFERS	101	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>444,755</b>	<b>249,677</b>	<b>178,886</b>	<b>(70,791)</b>	<b>(28.4%)</b>
<b>NET COUNTY COST</b>	<b>214,512</b>	<b>249,677</b>	<b>178,886</b>	<b>(70,791)</b>	<b>(28.4%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Services and Supplies reflect a decrease of \$72,500 from last year due the expiration of the OEA grant and the completion of the project.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County will continue to work with its city partners and Solano EDC to attract and retain industries that drive our economy and make us competitive for business expansion and job growth and attract, create and grow employment opportunities locally. This will be accomplished through an inclusive collaboration of public and private stakeholders, all led by the County of Solano and Solano EDC as part of the ongoing implementation of the “Moving Solano Forward” initiative – a forward-thinking strategy based on extensive research, data and community engagement.

**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 Supportive Services Public Authority, Parks and Recreation, and the Library Director's position. This budget also contains funding to the Courts as a 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	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	1,212,031	1,122,075	1,122,000	(75)	(0.0%)
CHARGES FOR SERVICES	1,367,444	1,239,000	1,239,000	0	0.0%
MISC REVENUE	10,000	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,589,475</b>	<b>2,361,075</b>	<b>2,361,000</b>	<b>(75)</b>	<b>(0.0%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	0	960,000	1,500,000	540,000	56.3%
SERVICES AND SUPPLIES	496,799	867,910	1,134,396	266,486	30.7%
OTHER CHARGES	9,404,864	9,399,469	9,470,832	71,363	0.8%
OTHER FINANCING USES	132,014,812	146,542,127	153,871,067	7,328,940	5.0%
INTRA-FUND TRANSFERS	687	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>141,917,163</b>	<b>157,769,506</b>	<b>165,976,295</b>	<b>8,206,789</b>	<b>5.2%</b>
<b>NET COUNTY COST</b>	<b>139,327,687</b>	<b>155,408,431</b>	<b>163,615,295</b>	<b>8,206,864</b>	<b>5.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget represents a decrease of \$75 or less than 0.0% in revenues and an increase of \$8,206,789 or 5.2% in appropriations when compared to the FY2017/18 Adopted Budget. The Net County Cost increased by \$8,206,864 or 5.3%.

The appropriations increased by \$8,206,789 which is primarily the net result of an increase of \$540,000 in Salaries and Employee Benefits, an increase of \$266,486 in Services and Supplies, an increase of \$71,363 in Other Charges and an increase of \$7,328,940 in Other Financing Uses. The appropriations include the following:

Accrued Leave Payoff allocation of \$1,500,000, which is an increase when compared to the FY2017/18 Adopted Budget. This appropriation is funded by the General Fund Reserve for Accrued Leave Payoff to cover payoffs to employees retiring or separating from County service and is used when a department's operating budget is unable to absorb the cost. The FY2018/19 Recommended Budget includes an increase appropriation over the prior year to address an anticipated increase in retirements as a greater percentage of our workforce are eligible for retirement.

Services and Supplies include the following appropriations:

- \$215,200 for technology investments to fund automation projects in County departments that promote efficiency thru the use of technology.
- \$235,146 for the County's share of LAFCo's costs per the MOU with LAFCo for FY2018/19 Budget.
- \$310,000 for contracted and other professional services for management reviews, organizational studies and other services that may be required to identify or implement opportunities for efficiencies in departments.
- \$134,750 for the cost of the Solano County Volunteer Coordinator contract through June 30, 2019.
- \$200,000 for the purchase and implementation of new budget software to promote efficiency in the budget process.
- \$39,300 for annual subscription charges related to eCivis, a countywide grant online research service, and OpenGov, a countywide budget analysis tool.

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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 (MOE) to the Trial Court.
- \$1,054,115 for the County Facility Payment MOE to the Trial Court.
- \$242,291 for GF contribution to non-County agencies, which includes the following:
  - \$130,325 contribution to CASA of Solano County, representing a \$50,000 increase contribution from FY2017/18 to provide for staffing levels necessary to address an increased case load, based on a request received from CASA which was presented to the Board of Supervisors on April 24, 2018.
  - \$111,966 contribution to the Solano County Superior Court for a Legal Process Clerk II (\$71,363), Court Collaborative Manager (\$25,000), and a 1/3 FTE Case Manager for the Veterans Court (\$15,603).

Other Financing Uses reflects the General Fund (GF) Contributions to other Non-General Fund County Departments totaling \$153,871,067 an increase of \$7,328,940 when compared to the FY2017/18 Adopted Budget as noted below:

Public Safety Fund

The GF Contribution to the Public Safety departments increased by \$8,974,726 or 8.1% from \$110,981,485 to \$119,956,211. The \$8,974,726 increase is the net result of the following:

- The GF Contribution and changes to the amounts to the Public Safety departments are:
  - Sheriff's Office: \$61,819,978 GF Contribution which represents a \$6,377,249 increase primarily the result of increases in insurance, central data processing charges, Countywide Administrative Overhead costs, combined with a reduction in other revenue sources such as institutional care and 2011 Public Safety Realignment.
  - Probation: \$23,616,896 GF Contribution which represents a \$140,286 increase primarily the result of increased labor costs, central data processing charges, Countywide Administrative Overhead costs and building use charges.
  - District Attorney: \$13,725,007 GF Contribution which represents a \$831,173 increase to the District Attorney, primarily due to increases in labor costs, central data processing charges, Countywide Administrative Overhead costs and building use charges.
  - Public Defender: \$13,292,665 GF Contribution which represents a \$983,110 increase. The increased need for GF support is primarily the result of increased labor costs.
  - Alternate Public Defender: \$4,341,004 GF Contribution which represents a \$136,491 increase. The Alternate Public Defender does not receive other revenues. The increased need for GF support is primarily the result of increased labor costs.
  - Other Public Defense: \$3,160,661 in GF Contribution which represents an increase of \$506,417 due to a higher projection of expenditures for Court-appointed private attorney services.

Public Safety revenues, including Proposition 172 and AB 109 funding are largely dependent on sales tax generated statewide. In the past, these revenue sources have been utilized to defray some Public Safety department program cost increases, thereby offsetting a portion of the cost increases and the GF Contribution. In FY2018/19 the County Administrator in coordination with Public Safety departments are monitoring these revenue sources closely, and working to address shortfalls to avoid new impacts on the General Fund. For more detail see Public Safety section of the Budget.

Health & Social Services Fund

The General Fund Contribution to Health and Social Services (H&SS), Fund 902, of \$21,012,430 reflects a \$4,076,728 decrease when compared to the FY2017/18 Adopted Budget. The decrease is due to the following:

- H&SS programs increase of \$1,153,284 from \$15,621,338 to \$16,774,622, an increase of 7.38%. The increase is primarily due to the participation fee for the County Medical Services Program (CMSP) which was waived in FY2017/18, and to

increases in Social Services programs, primarily the administration of the Public Guardian, Cal Fresh and In-Home Supportive Services (IHSS).

- Assistance programs, which include General Assistance, the County share of CalWORKs and Foster Care, increase of \$257,170 from \$3,980,638 to \$4,237,808, an increase of 6.46% due to projected foster care assistance expenditures.
- Fund 902 contribution for IHSS Public Authority decrease of \$5,487,182 reflecting the change in account structure which transferred IHSS services and IHSS Advisory Committee budgets from (Fund 902 - BU 7690) to (Fund 152 – BU 1520) IHSS Public Authority (see below).

Additional transfers to H&SS – Administration, Public Health, and Social Services of \$671,774 represent a General Fund Contribution to non-County agencies to fund various contracts. Further details for the Board's consideration will be included in the Supplemental Budget document and addressed during Budget Hearings.

#### IHSS Public Authority Fund

The General Fund Contribution to Fund 152, IHSS Public Authority of \$6,911,533 increased by \$6,327,842 from \$583,691 in FY2017/18 due to a change in account structure which transferred IHSS services and IHSS Advisory Committee budgets from (Fund 902 - BU 7690) to (Fund 152). This includes increases in the IHSS Maintenance of Effort (MOE) resulting from legislative changes to the MOE and from negotiated provider increases.

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

- \$1,000,000 to (Fund 060 – BU 1830) to fund increase costs in Risk Management for unforeseen litigation exposure.
- \$1,500,000 to (Fund 107 – BU 1820) to fund increased costs related to the demolition project at the Solano County Fairgrounds.
- \$965,000 to (Fund 006 - BU 1700) to fund capital projects and deferred maintenance for various projects. Funded projects represent available resources to fund new projects and previously authorized projects to support the County's Capital Improvement Plan (CIP). (See the Accumulated Capital Outlay (BU 1700) for more detail). Funding source for transfer is the General Fund Capital Renewal Reserves.
- \$500,000 to (Fund 001 - BU 2801) – Fouts Springs for the continued effort in completing the site demolition and restoration. Funding source for transfer is the General Fund Capital Renewal Reserves.
- \$294,451 to (Fund 004 - BU 6300) – Library for the Library Director's salary and benefits in accordance with Education Code §19147.
- \$366,108 to (Fund 016 - BU 7000) - Parks & Recreation which reflects the County's share of cost for operation of the Parks supported by the General Fund.
- \$616,560 to (Fund 151 - BU 1570) - First 5 for contract services and direct services to the Family Resource Centers and Local Child Care Planning Councils.

#### **PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**1905 – Fund 001-Countywide Cost Allocation Plan    Summary of Other Administered Budgets**

**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.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$267,955 or 6.0% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. The net offset for FY2018/19 is \$4,708,005. The offset can vary from year to year depending on the level and cost of the services provided between General Fund departments when calculated and accounted for by the Auditor-Controller in the preparation of the annual mandated Countywide Administrative Overhead.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	(3,336,852)	(4,440,050)	(4,708,005)	(267,955)	6.0%
<b>TOTAL REVENUES</b>	<b>(3,336,852)</b>	<b>(4,440,050)</b>	<b>(4,708,005)</b>	<b>(267,955)</b>	<b>6.0%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	(3,336,852)	(4,440,050)	(4,708,005)	(267,955)	6.0%
<b>TOTAL APPROPRIATIONS</b>	<b>(3,336,852)</b>	<b>(4,440,050)</b>	<b>(4,708,005)</b>	<b>(267,955)</b>	<b>6.0%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**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**

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**FUNCTION AND RESPONSIBILITIES**

This budget is used as a General Fund conduit to finance the 2017 and 2013 Certificates of Participation (COP).

The 2017 COP were issued to refund the 2007 COP at a lower rate of interest, resulting in interest savings to the County. The COP were issued for the construction of the 6-story Government Center, 5-story parking structure, 2-story Probation Facility, and improvement to the Central Utility Plant and the Library, all located in Fairfield. Departments using the Government Center and the Probation Facility are allocated their corresponding share of the Debt Service due on the 2017 COP based on their building space usage and a share of the parking structure. Any vacant office space in the Government Center is assigned to the General Fund for purpose of allocating the costs of the 2017 COP debt service payments. This is the General Fund share for (BU 8037).

The 2013 COP 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 COP. The County General Fund share is approximately 10% of the annual debt service requirements. This is the General Fund share for (BU 8036).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,038 or 0.1% when compared to the FY2017/18 Adopted Budget. This represents the General Fund share of the principal and interest payments on the 2017 COPs (\$1,974,777), and the 2013 COPs (\$44,970).

See related 2013 Certificates of Participation (BU 8036) and 2017 Certificates of Participation (BU 8037) under the Auditor-Controller.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	3,066,630	2,018,709	2,019,747	1,038	0.1%
<b>TOTAL APPROPRIATIONS</b>	<b>3,066,630</b>	<b>2,018,709</b>	<b>2,019,747</b>	<b>1,038</b>	<b>0.1%</b>
<b>NET COUNTY COST</b>	<b>3,066,630</b>	<b>2,018,709</b>	<b>2,019,747</b>	<b>1,038</b>	<b>0.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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

## 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

The Solano County Grand Jury anticipates issuing 10 reports which will be released later in June 2018.

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$2,435 or 1.8% in appropriations when compared to the FY2017/18 Adopted Budget. The two major decreases in the FY2018/19 budget are a result of a decrease in the amount of the Countywide Administrative Overhead costs and a decrease in the communications and refreshments materials costs in the Grand Jury's Services and Supplies.

## DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	96,327	115,700	114,219	(1,481)	(1.3%)
OTHER CHARGES	16,846	21,040	20,086	(954)	(4.5%)
INTRA-FUND TRANSFERS	1,131	750	750	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>114,303</b>	<b>137,490</b>	<b>135,055</b>	<b>(2,435)</b>	<b>(1.8%)</b>
<b>NET COUNTY COST</b>	<b>114,303</b>	<b>137,490</b>	<b>135,055</b>	<b>(2,435)</b>	<b>(1.8%)</b>

## SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

## SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

## PENDING ISSUES AND POLICY CONSIDERATIONS

The unpredictable cost for mileage reimbursement, which is set by the Internal Revenue Service, impacts the budget if the total allocated funds remain static. Ongoing expenses in the form of per diem and mileage reimbursement for active jurors vary 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.

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.

**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 Alternate Public Defender Offices, and the services of Court-appointed counsel are arranged. The United States Supreme Court decisions *Gideon v. Wainwright* 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 County General Fund.

While the County Administrator is responsible for management of this budget, the Court 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 consistent with a set of fees of services guidelines.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$506,417 or 19.1% in both revenues and appropriations when compared to FY2017/18 Adopted Budget and is funded by the County General Fund. The increase in Net County Cost is primarily due to an increase in the number of capital cases assigned to Court-appointed private attorney services.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
GENERAL FUND CONTRIBUTION	2,864,873	2,654,244	3,160,661	506,417	19.1%
<b>TOTAL REVENUES</b>	<b>2,864,873</b>	<b>2,654,244</b>	<b>3,160,661</b>	<b>506,417</b>	<b>19.1%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	89,293	303,495	303,495	0	0.0%
SERVICES AND SUPPLIES	2,695,030	2,307,505	2,815,505	508,000	22.0%
OTHER CHARGES	79,417	43,244	41,661	(1,583)	(3.7%)
OTHER FINANCING USES	1,133	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>2,864,873</b>	<b>2,654,244</b>	<b>3,160,661</b>	<b>506,417</b>	<b>19.1%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**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 Alternate Public 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.

**6800 – Fund 901-California Med. Fac. (CMF) Cases Summary of Other Administered Budgets**

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

**DEPARTMENTAL PURPOSE**

This budget unit provides for the payment of County costs for 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 5,000 inmates. The District Attorney prosecutes crimes committed on the grounds of the facilities, while the County is also responsible for ensuring 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 at the County's cost. 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 represents a decrease of \$7,223 or 1.9% in revenues and an increase of \$13,631 or 3.8% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the General Fund Contribution increased by \$20,854 or 100.0%.

Primary Funding Sources

The primary funding source for the budget unit is State reimbursement, which does not cover Countywide Administrative Overhead, interest expense, and certain treatment costs. Due to the timing of State reimbursement, some revenues are accrued into the next fiscal year.

Primary Costs

The net increase in appropriations is primarily a result of an increase in the need for professional and legal services due to the increase in the severity of cases at the California Medical Facility and Solano State Prison.

Contracts

None requiring Board action.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	496,176	382,642	375,419	(7,223)	(1.9%)
<b>TOTAL REVENUES</b>	<b>496,176</b>	<b>382,642</b>	<b>375,419</b>	<b>(7,223)</b>	<b>(1.9%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	499,146	356,646	364,896	8,250	2.3%
OTHER CHARGES	5,695	5,142	10,523	5,381	104.6%
<b>TOTAL APPROPRIATIONS</b>	<b>504,840</b>	<b>361,788</b>	<b>375,419</b>	<b>13,631</b>	<b>3.8%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>8,665</b>	<b>(20,854)</b>	<b>0</b>	<b>20,854</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

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

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**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.

## 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 ABX1 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) Executive Committee. 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 Realignment, the State provided two separate "buckets" of one-time funds. The first was for planning and/or technical assistance for the County's CCP Executive Committee to develop the local Implementation Plan, and the second was to cover County departments' implementation start-up costs. This budget was created to track the expenditure of these one-time funds. Additionally, this budget is used to track ongoing general administration expenditures related to the actions of the County's CCP.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$111,731 or 489.1% in revenues and an increase of \$48,000 or 55.4% in appropriations when compared to the FY2017/18 Adopted Budget, funded entirely by one-time AB 109 planning funds. The Recommended Budget includes \$68,971 which will be provided to the Superior Court of California County of Solano for partial funding of the Court's Collaborative Court Manager and \$15,603 for partial funding of the Veterans Court Case Manager. The Budget also includes \$50,000 allocated for the continued implementation of the Board approved 2011 Local Realignment Implementation Plan funded by the allocation of one-time funds from the State.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	109,805	22,843	134,574	111,731	489.1%
<b>TOTAL REVENUES</b>	<b>109,805</b>	<b>22,843</b>	<b>134,574</b>	<b>111,731</b>	<b>489.1%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	50,000	50,000	0.0%
OTHER CHARGES	109,805	86,574	84,574	(2,000)	(2.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>109,805</b>	<b>86,574</b>	<b>134,574</b>	<b>48,000</b>	<b>55.4%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>63,731</b>	<b>0</b>	<b>(63,731)</b>	<b>(100.0%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

### PENDING ISSUES AND POLICY CONSIDERATIONS

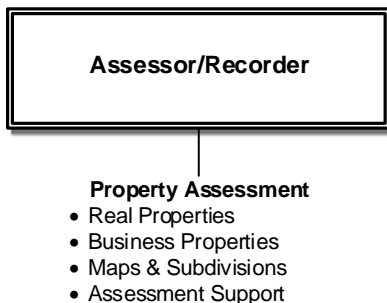
The State allocation of AB 109 funding is dependent on the statewide sales tax and Vehicle License Fees (VLF) collections. In FY2018/19 the State allocation of funds to Solano County remains insufficient to cover AB 109 associated program costs. To balance the AB 109 budget the programming of services and staff in department budgets for Sheriff, Probation, Public Defender, District Attorney and Health and Social Services rely on the use of one-time unspent carryforward AB 109 revenue from prior years. The continued use of unspent carryforward to balance the budget in future years is unsustainable, and program expenditures must be reduced to balance AB 109 revenues. In an effort to align appropriations for programs and services with

**Summary of Other Administered Budgets 6901 – Fund 905-2011 Realignment–Administration**  
**Birgitta E. Corsello, County Administrator**  
**Judicial**

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ongoing revenues affected County departments are continuing efforts to identify budget reductions. Further adjustments may have to be made to this budget in FY2018/19 based on actual FY2017/18 year-end figures and funding included in the State's final FY2018/19 budget.





### 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:	
FY2017/18 Midyear Projection:	7,226,969
FY2018/19 Recommended:	7,376,246
County General Fund Contribution:	4,214,246
Percent County General Fund Supported:	57.1%
Total Employees (FTEs):	38

### FUNCTION AND RESPONSIBILITIES

The County Assessor annually identifies, locates, inspects, analyzes and estimates the assessed value of approximately 146,000 parcels, 7,300 business properties, 7,000 boats, 1,200 manufactured homes, and 200 aircraft located in the County. Additionally, the County Assessor reviews approximately 20,000 parcels from recorded documents, with full or partial ownership changes, analyzes legal descriptions, and verifies accurate ownership; performs annually approximately 62 mandatory audits; 600 Possessory Interest properties, 122 government-owned properties, and 2,100 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

- The close of property tax year ending June 30, 2017 saw approximately 3,000 properties removed from Proposition 8 status (22% decrease over last year), which brings the estimated remaining on Proposition 8 status to 14,400 properties whose values remain 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 residential properties for adjustments to current assessed values.
- Completed 11,000 changes in ownership and new construction valuations, and 364 assessment appeals settled.
- Offered online e-filing for Solano County Business Property Statements. The SDR site that hosts the e-filing is a complete online solution for filing business property statements for the state of California. It is a secured and controlled county government website. All businesses were sent secure registration numbers along with their paper business property statements in order to participate in e-filing.

**WORKLOAD INDICATORS**

- Performed annual review of 13,800 residential parcels and approximately 600 non-residential property types for Proposition 8 valuation purposes.
- Review, analyze and defend enrolled assessed values of 364 residential and non-residential properties under appeal by property owners.
- Continued high volume of customer inquiries due to increases in market values as the real estate market recovers.
- Review and process 6,500 business property statements, 2,300 of which were submitted through e-filing, to determine unsecured assessments, assess 3,500 boats and 225 aircraft and conduct approximately 62 required business audits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
PROPERTY ASSESSMENT	3,251,711	2,992,000	3,162,000	170,000	5.7%
<b>TOTAL REVENUES</b>	<b>3,251,711</b>	<b>2,992,000</b>	<b>3,162,000</b>	<b>170,000</b>	<b>5.7%</b>
<b>APPROPRIATIONS</b>					
PROPERTY ASSESSMENT	6,355,858	7,376,013	7,376,246	233	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>6,355,858</b>	<b>7,376,013</b>	<b>7,376,246</b>	<b>233</b>	<b>0.0%</b>
<b>NET COUNTY COST</b>					
PROPERTY ASSESSMENT	3,104,147	4,384,013	4,214,246	(169,767)	(3.9%)
<b>NET COUNTY COST</b>	<b>3,104,147</b>	<b>4,384,013</b>	<b>4,214,246</b>	<b>(169,767)</b>	<b>(3.9%)</b>
<b>STAFFING</b>					
PROPERTY ASSESSMENT	38	38	38	0	0.0%
<b>TOTAL STAFFING</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$170,000 or 5.7%, in revenues and \$233 or 0.0% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the Net County Cost decreased by \$169,767 or 3.9%.

Primary Funding Source

The primary funding sources for the Department are General Fund, which comprises of \$4,214,246 or 57.1% and Charges for Services, which comprises of \$3,162,000 or 42.9% of the Recommended Budget.

The FY2018/19 Recommended Budget includes a \$170,000 or 5.7% increase in revenues primarily due to increase in Charges for Services resulting from increased share in the Assessor's portion of the 5% of supplemental tax billing for the administration of the supplemental tax process. The projected revenue for administration of the supplemental tax process is \$575,000 an increase of \$75,000 or 15.0%, indicating an anticipated growth in supplemental tax billings for FY2018/19. Charges for Services also increased by \$85,000 representing the reimbursement made by Department of Information Technology (DoIT) for the anticipated labor cost associated with the Solano County Integrated Property System (SCIPS) replacement project.

Primary Costs

The FY2018/19 Recommended Budget includes a \$233 or 0% increase in appropriation. The Department is reflecting an increase in Salaries and Employee Benefits due to increases in salaries and wages, benefit costs and staff overtime for work associated with the SCIPS replacement project. This increase is offset by savings in Services and Supplies attributed to a decrease in contracted services for specialized skills or short-term needs and to address the "at risk" assessed value exposure through assessment appeals, resulting from the settlement of appeals cases in FY2017/18.

**Marc Tonnesen, Assessor/Recorder  
Finance**
Contracts

The FY2018/19 Recommended Budget includes a total of \$500,000 for contracted services which include the following significant contracts:

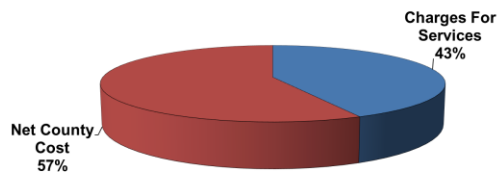
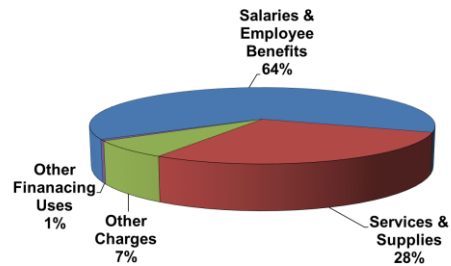
- \$330,000 for legal services for property tax appeals
- \$170,000 for consultant for mineral rights assessment services

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The recovering real estate market impacts the Assessor workload in a variety of ways including changes in the number of properties on Proposition 8 which declined while the numbers of new maps filed and building permits issued has increased. The volume of customer inquiries remains steady as the Department continues to educate the public on property value increases and restoration of Proposition 13 base values.

**SOURCE OF FUNDS**

**USE OF FUNDS**


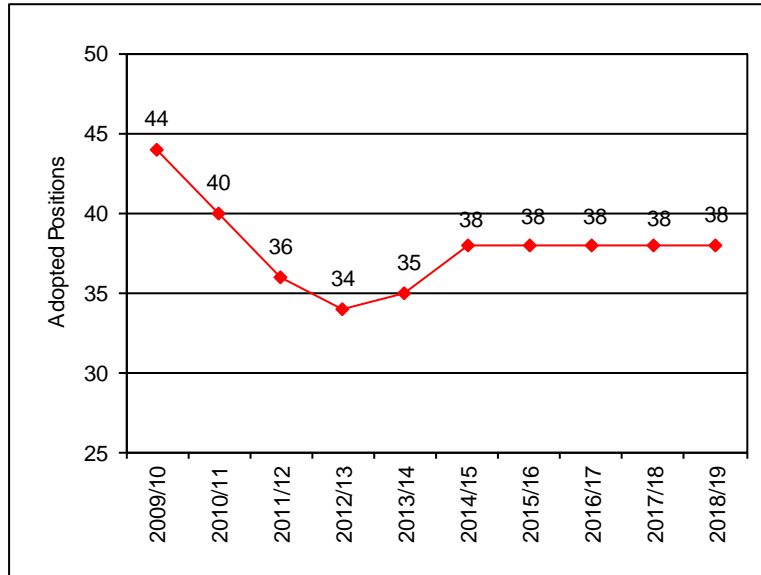
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	3,219,339	2,992,000	3,162,000	170,000	5.7%
MISC REVENUE	32,372	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,251,711</b>	<b>2,992,000</b>	<b>3,162,000</b>	<b>170,000</b>	<b>5.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	4,218,535	4,463,012	4,837,527	374,515	8.4%
SERVICES AND SUPPLIES	1,820,836	2,450,095	2,140,554	(309,541)	(12.6%)
OTHER CHARGES	339,629	465,372	555,227	89,855	19.3%
F/A EQUIPMENT	0	18,000	0	(18,000)	(100.0%)
OTHER FINANCING USES	134,006	133,375	48,285	(85,090)	(63.8%)
INTRA-FUND TRANSFERS	(157,361)	(153,841)	(205,347)	(51,506)	33.5%
<b>TOTAL APPROPRIATIONS</b>	<b>6,355,644</b>	<b>7,376,013</b>	<b>7,376,246</b>	<b>233</b>	<b>0.0%</b>
<b>NET COUNTY COST</b>	<b>3,103,933</b>	<b>4,384,013</b>	<b>4,214,246</b>	<b>(169,767)</b>	<b>(3.9%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

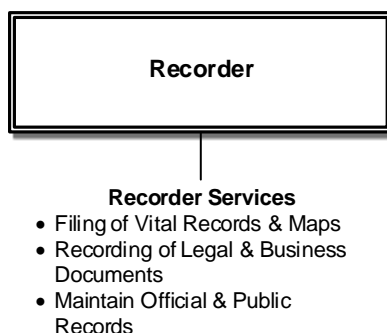
There are no changes in position allocation.

**STAFFING TREND****PENDING ISSUES AND POLICY CONSIDERATIONS**

The Assessor/Recorder, Auditor-Controller and Treasurer/Tax Collector/County Clerk continue to work with DoIT to replace the Solano County Integrated Property System approved by the Board of Supervisors in FY2016/17. This project is in the initial phase of a multiyear project with an expected project cost of \$10 million. As the project progresses, additional demands on limited staff resources may require the adding of additional positions to provide public service while existing staff is focused on migration related efforts.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
2909 RECORDER	1,981,767	1,784,540	2,006,500	221,960	12.4%
4000 RECORDER SPECIAL REVENUE	1,000,252	815,600	859,000	43,400	5.3%
<b>APPROPRIATIONS</b>					
2909 RECORDER	1,822,244	1,926,724	2,057,595	130,871	6.8%
4000 RECORDER SPECIAL REVENUE	934,409	811,050	674,200	(136,850)	(16.9%)
<b>NET CHANGE</b>					
2909 RECORDER	(159,522)	142,184	51,095	(91,089)	(64.1%)
4000 RECORDER SPECIAL REVENUE	(65,843)	(4,550)	(184,800)	(180,250)	3961.5%

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 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:

FY2017/18 Midyear Projection:	1,922,640
FY2018/19 Recommended:	2,057,595
County General Fund Contribution:	51,095
Percent County General Fund Supported:	2.5%
Total Employees (FTEs):	14

## 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, State Controller 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 2017, the Recorder's Office collected \$12,300 for the State of California's Family Law Trust Fund, \$35,800 for the County's Office of

**Marc Tonnesen, Assessor/Recorder  
Other Protection**

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Family Violence Prevention and \$75,600 for the County's Children's Trust, which funds child neglect and abuse prevention and intervention programs. Also collected was \$358,200 for the Trial Court Fund to help State court operating costs and \$647,400 for the District Attorney's Real Estate Fraud Prosecution Fund. The Recorder's Office collected Property Transfer Tax fees on behalf of the County and its cities in the amount of \$7.4 million.

The Recorder's Office continues to aid the District Attorney in the expansion of the Real Estate Fraud Prosecution Fund. Pursuant to Government Code 27388, State Bill 1342, the County Board of Supervisors approved the District Attorney's permanent increase of the Real Estate Fraud Fee to \$10.00 effective November 3, 2015, which applied to 58 types of documents. The Recorder's Office examines each document to determine the qualifications and distributes the fee to the District Attorney's Office. In 2017, the fee was applied to 72,000 of the over 129,000 official documents recorded. In collaboration with the District Attorney's Office, a visual monitoring system has been connected in the Recorder's lobby area to aid in the identification of individuals filing fraudulent real estate documents.

In 2007, the Governor signed into law Assembly Bill 1168 which requires county recorders to establish a social security number truncation program. Under the current program any social security number contained in the public record may be truncated by redacting the first five digits of the number. In 2017 a total of 1,500 social security numbers were redacted from current official documents. The Recorder has let the collection of the Social Security Truncation fee sunset. However, the Recorder continues to dedicate staff time and effort to continue truncating all social security numbers recorded with the Department.

The Recorder's Office has completed the process of upgrading and replacing its existing public access and records management system software with Conduent AgileFlow Records Manager software. The upgrade included the conversion of the current obsolete legacy system software to a web-based system that provides staff and the public easy access to information, search modules using an intuitive screen layout, and provides greater security capabilities.

The Solano County Recorder continues the historic records restoration project where official records dating back to 1850 were restored, preserved, and digitized. Approximately 200 volumes of historic indexes went through imaging and the preservation process, and the Records Office intends to continue the project into the new fiscal year.

In September 2017, the Governor signed into law Senate Bill 2 Building Homes and Jobs Act, which requires the County recorder to collect a fee on real estate instruments, paper or notices on behalf of the State of California. These funds will be dedicated to the development of affordable housing throughout the State. On January 1, 2018, the Recorder began collecting the SB 2 fee on all qualifying official records and recordings.

### **WORKLOAD INDICATORS**

- In FY2017/18, the Department examined recorded, indexed, verified and mailed back to customers over 129,000 documents.
- In FY2017/18, approximately 17,900 official birth, death, and marriage certificates were issued as well as over 5,600 certified copies of official records.

### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$221,960 or 12.4% in revenues and of \$130,871 or 6.8% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the Net County Cost is decreased by \$91,089.

#### Primary Funding Sources

The primary funding source for the Department is Charges for Services, which comprises \$1,970,000 or 98.2% of the total revenue representing the Recording Fees for the recording of official documents.

The FY2018/19 Recommended Budget includes a \$221,960 or 12.4% increase in revenues primarily due to the Recorder's Administration Services Fees resulting from the following:

- Newly enacted fees by the State Senate known as Senate Bill 2, Building Homes and Jobs Act. Government Code 27388.1 requires a \$75 not to exceed \$225 fee be paid at the time of recording of every real estate instrument, paper or notice required or permitted by law to be recorded, except those expressly exempt. This code also allows the County Recorder to keep \$4 to cover the administrative costs incurred and remit \$71 to the State Controller.

## Summary of Other Administered Budgets

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

- The Real Estate Fraud Fee which the Recorder's Office receives 10% for its cost incurred in collecting and administering the fee.

### Primary Costs

The FY2018/19 Recommended Budget includes a \$130,871 or 6.8% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$56,238 or 4.2% resulting from increase in salaries in wages, health and retirement costs.
- Services and Supplies reflect a decrease of \$1,410 or .8% primarily due to decrease in Central Data Processing Services charged by Department of Information Technology.
- Other Charges reflect an increase of \$52,231 or 38.8%, due to increases in Countywide Administration Overhead.
- Other Financing Uses reflect a decrease of \$24,194 or 63.7% due to reduction in the Pension Obligation Bond rate.
- Intrafund Transfers reflect an increase of \$48,006 or 20.3% for the share of the Department's portion of the salaries and employee benefits of the Department Head, Assistant Department Head and Office Coordinator.

### Contracts

None.

### Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	1,876,044	1,762,000	1,970,000	208,000	11.8%
MISC REVENUE	27,722	22,540	36,500	13,960	61.9%
OTHER FINANCING SOURCES	78,000	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,981,767</b>	<b>1,784,540</b>	<b>2,006,500</b>	<b>221,960</b>	<b>12.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,291,050	1,335,003	1,391,241	56,238	4.2%
SERVICES AND SUPPLIES	156,438	182,750	181,340	(1,410)	(0.8%)
OTHER CHARGES	109,431	134,719	186,950	52,231	38.8%
OTHER FINANCING USES	39,043	37,961	13,767	(24,194)	(63.7%)
INTRA-FUND TRANSFERS	226,282	236,291	284,297	48,006	20.3%
<b>TOTAL APPROPRIATIONS</b>	<b>1,822,244</b>	<b>1,926,724</b>	<b>2,057,595</b>	<b>130,871</b>	<b>6.8%</b>
<b>NET COUNTY COST</b>	<b>(159,522)</b>	<b>142,184</b>	<b>51,095</b>	<b>(91,089)</b>	<b>(64.1%)</b>

<b>STAFFING</b>					
RECORDER	14	14	14	0	0.0%
<b>TOTAL STAFFING</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>0.0%</b>

## 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.



**Marc Tonnesen, Assessor/Recorder  
Other Protection**

## **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, Social Security Number (SSN) Truncation Program and Electronic Recording funds. Under the authority of Government Codes 27361.4, 27361(c), 27361(d), 27388, and 27319 these funds allow for public reporting and provide the appropriate safeguards for taxpayer investments. Each fund's budget unit (BU) 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)
- (BU 4005): The Electronic Recording Fund was created to collect the \$1.00 fee per recorded document to support and administer an Electronic Recording Delivery System (ERDS). Govt Code 27391 Et Seq. enacted the Electronic Recording Delivery Act of 2004 (Act), authorizing a county recorder, upon approval by resolution of the Board of Supervisors and system certification by the Department of Justice, to establish an electronic recording delivery system for use by title companies, lending institutions and certified submitters who wish to avail of the electronic recording service. The Recorder intends to start the program in FY2018/19 and begin to collect the fee afforded by the Act. The Act provides the authority for a County to collect up to an additional \$1 per recorded instrument.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The Recorder's Special Revenue Fund financed the complete remodel of the Assessor/Recorder Lobby. The renovation is designed to modernize and streamline the customer service experience. In August 2017, the Assessor/Recorder completed its lobby remodel and opened to the public. The new spacious design enables more room for customer interaction, clearly defines each divisions responsibility, and provides additional efficiencies for department operations.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$43,400 or 5.3% in revenues and a decrease of \$136,850 or 16.9% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the Fund Balance is increased by \$184,800.

### Primary Funding Sources

The primary funding source for the Department is the Charges for Services, which comprise of \$782,000 or 91% of the total revenues.

The FY2018/19 Recommended Budget includes \$43,400 or 5.3% net increase in revenues primarily due to the collection of the new Electronic Recording Delivery Service fee which allows the Department to collect \$1.00 for every document submitted for recording. This increase is offset by the decrease in revenue attributed to the non-collection of the Social Security Truncation fee which sunsets on January 1, 2018.

### Primary Costs

The FY2018/19 Recommended Budget includes a \$136,850 decrease in appropriations primarily due to one-time costs in FY2017/18 for contracted services related to Electronic Delivery Service and software for the upgrade of the recording system.

## Summary of Other Administered Budgets

4000 – Fund 215-Recorder/Micrographic

Marc Tonnesen, Assessor/Recorder  
Other Protection

### Contracts

None.

### Fixed Assets

None.

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

## DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	87,113 913,139	50,600 765,000	77,000 782,000	26,400 17,000	52.2% 2.2%
<b>TOTAL REVENUES</b>	<b>1,000,252</b>	<b>815,600</b>	<b>859,000</b>	<b>43,400</b>	<b>5.3%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	499,642	761,050	624,200	(136,850)	(18.0%)
OTHER CHARGES	3,482	50,000	50,000	0	0.0%
F/A EQUIPMENT	73,285	0	0	0	0.0%
OTHER FINANCING USES	358,000	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>934,409</b>	<b>811,050</b>	<b>674,200</b>	<b>(136,850)</b>	<b>(16.9%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(65,843)</b>	<b>(4,550)</b>	<b>(184,800)</b>	<b>(180,250)</b>	<b>3961.5%</b>

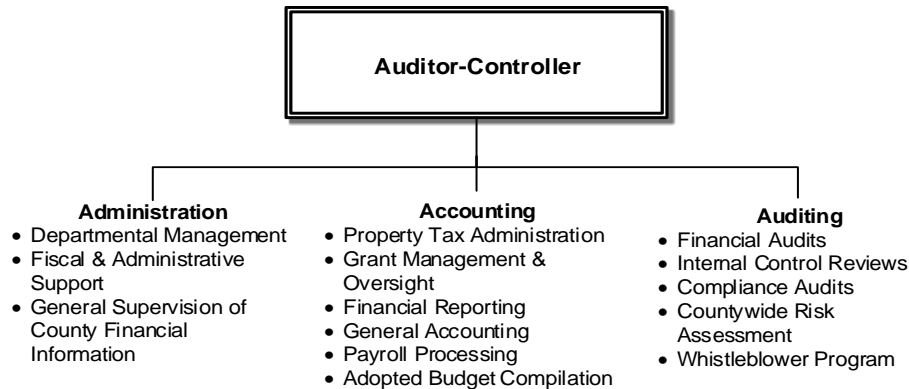
## SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

## PENDING ISSUES AND POLICY CONSIDERATIONS

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

**Simona Padilla-Scholtens, Auditor-Controller**  
**Finance**



### 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:

FY2017/18 Midyear Projection:	4,855,463
FY2018/19 Recommended:	5,368,392
County General Fund Contribution:	3,054
Percent County General Fund Supported:	0%
Total Employees (FTEs):	34

### 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 Administrative, 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 Principles; processes payroll and related transactions for over 3,100 employees; calculates and processes all State Disability Insurance (SDI) integration for employees on disability leave; manages the debt service funds for all long-term debt of the County; manages the Countywide Financial Information System, the PeopleSoft System (for payroll-related functions) and IntelliTime countywide time keeping system; 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

- Worked with the Department of Information Technology (DoIT) to automate various processes:
  - Implemented changes to the IntelliTime System resulting from Board-approved contract changes with the County's nineteen employee organizations.
  - Automated the workflow of the Accounts Payable process for County departments to increase efficiency by reducing handling of paperwork and automating the approval process.
- Continue to work with DoIT, Assessor/Recorder, and the Treasurer/Tax Collector/County Clerk to replace the County's existing property tax system, Solano County Integrated Property System (SCIPS). On April 4, 2017, the Board of Supervisors approved the replacement of SCIPS, a multiyear project, at an estimated cost of \$10 million. The three user departments selected Thomson Reuters' Aumentum System to replace the aging SCIPS. The contract is expected to be signed in spring 2018 and the DoIT team is in the early phase of mapping and cleaning-up the existing property tax data to conform with the new system requirements.
- 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**

During FY2017/18, the Department:

- Processed over 65,000 vendor claims, deposit permits, journal entries, contract encumbrances, encumbrance adjustments, appropriation transfers, and wire/electronic fund transfers into the financial system.
- Converted over 64,000 forms and the supporting documentation into an electronic format for countywide department access. Automated the workflow of the contract and encumbrance approval process, thereby, reducing paper forms.
- Processed over 90,000 payroll transactions, payroll and benefit adjustments, direct deposit changes, disability integration adjustments, provider payments, accrued leave payoffs, and COBRA payments.
- Administered the County tax apportionment process for over 1,000 countywide tax rate areas generating over \$713 million in property taxes, which were calculated, allocated and paid to 75 taxing entities and over 60 ad valorem bonds to school districts, community colleges, special districts and cities. Administered over 221,000 special assessments levied by cities, agencies and special districts totaling \$58 million. Researched, calculated, and paid over 1,300 property tax refunds.
- Administered monitoring and reporting on redevelopment dissolution. Distributed over \$25.3 million to taxing entities pursuant to redevelopment pass-through agreements, \$20.2 million to the six successor agencies for payment of recognized obligations and \$51.5 million in residual balances to the taxing entities.
- Employed almost 5,300 hours of staff time to perform financial/compliance audits, process reviews, reviews of internal controls, and administration of the Whistleblower Program. The audit hours were allocated as follow:
  - 1,015 hours to Health and Social Services
  - 530 hours to Mandated Financial Audits
  - 2,846 hours to Special Districts and Other Financial Audits
  - 901 hours to Countywide Reviews and Other Activities
- Employed over 2,200 hours on Redevelopment Dissolution Act (ABX1 26). Effective July 1, 2018, the six successor agencies' oversight boards will be eliminated and a countywide consolidated oversight board will be established pursuant to Health & Safety Code section 34179(j). The Auditor-Controller's Office will provide staff support to this countywide consolidated oversight board. During the fiscal year, the ACO coordinated with the applicable organizations to establish the consolidated oversight board.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ACO-ADMINISTRATION	16,969	23,000	23,000	0	0.0%
ACO-ACCOUNTING	3,882,066	4,162,352	4,610,670	448,318	10.8%
ACO-AUDITING	552,924	788,155	731,668	(56,487)	(7.2%)
<b>TOTAL REVENUES</b>	<b>4,451,959</b>	<b>4,973,507</b>	<b>5,365,338</b>	<b>391,831</b>	<b>7.9%</b>
<b>APPROPRIATIONS</b>					
ACO-ADMINISTRATION	16,969	37,725	161,000	123,275	326.8%
ACO-ACCOUNTING	4,046,760	4,181,881	4,379,234	197,353	4.7%
ACO-AUDITING	638,206	763,207	828,158	64,951	8.5%
<b>TOTAL APPROPRIATIONS</b>	<b>4,701,935</b>	<b>4,982,813</b>	<b>5,368,392</b>	<b>385,579</b>	<b>7.7%</b>
<b>NET COUNTY COST</b>					
ACO-ADMINISTRATION	0	14,725	138,000	123,275	837.2%
ACO-ACCOUNTING	164,695	19,529	(231,436)	(250,965)	(1285.1%)
ACO-AUDITING	85,283	(24,948)	96,490	121,438	(486.8%)
<b>NET COUNTY COST</b>	<b>249,978</b>	<b>9,306</b>	<b>3,054</b>	<b>(6,252)</b>	<b>(67.2%)</b>
<b>STAFFING</b>					
ACO-ADMINISTRATION	3	3	3	0	0.0%
ACO-ACCOUNTING	26	26	26	0	0.0%
ACO-AUDITING	5	5	5	0	0.0%
<b>TOTAL STAFFING</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>0</b>	<b>0.0%</b>

#### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$391,831 or 7.9% in revenues and an increase of \$385,579 or 7.7% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the Net County Cost decreased by \$6,252 when compared to the FY2017/18 Adopted Budget.

#### Primary Funding Sources

The primary funding sources for the Auditor-Controller's Office are charges and fees for services and include:

- Countywide Administrative Overhead revenues of \$3,409,718 reflect an increase of \$176,686 or 5.5% from prior year primarily due to an increase in the Department's costs and an increase in the roll forward adjustment. Administrative Overhead 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 \$894,000 reflect an increase of \$199,000 or 28.6% 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 excluding school districts that are exempt by law. The Auditor-Controller also recovers direct costs related to the Redevelopment Agencies (RDA) dissolution from the successor agencies of the former redevelopment agencies. See Other Charges for Services revenues below.
- Auditing and accounting fees of \$367,768 reflect an increase of \$44,260 or 13.7%. These are fees/charges for services to special districts and other governmental agencies audited on a biennial cycle.
- Other Charges for Services revenues of \$326,500 reflect an increase of \$23,840 or 7.8% due to charges to redevelopment successor agencies for administrative support costs and reimbursements for the labor associated with the SCIPS replacement.
- Revenues from Interfund Services of \$275,857 reflect a decrease of \$41,399 or 13%. These are revenues from non-

General Fund departments, such as Health and Social Services, First 5 Solano, Sheriff, Public Facilities Fee and East Vallejo Fire Protection District, for accounting, payroll and/or auditing services. Audit services for First 5 Solano will be incorporated into the countywide audit provided by Vavrinek, Trine, Day & Co.

- Revenues from Intrafund Services – Accounting and Audit of \$169,365 reflect a decrease of \$12,317 or 6.8%. These revenues are from charges to the Treasury for accounting and auditing service. Prior year revenues included a triennial audit of the Property Tax Redemption Fund.

#### Primary Costs

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

- Salaries and Employee Benefits for FY2018/19 total \$4,678,359, a net increase of \$406,584 or 9.5% from the FY2017/18 Adopted Budget. The net increase is primarily due to increases in salaries/wages due approved labor agreements, increased retirement costs, and an increase in anticipated accrued leave payoff.
- Data processing and Solano County Integrated Property System (SCIPS) charges of \$250,103 and \$143,746, respectively, are expected to increase by \$42,920 or 12.2% over prior year. The rates are determined by the Department of Information Technology (DoIT) based on departmental costs to provide, maintain and support the County's network infrastructure, computer hardware, software and systems for the ONESolution, PeopleSoft, IntelliTime (key central automated systems) and SCIPS.
- Accounting and financial contract services totaling \$120,000 of which \$105,000 is for Vavrinek, Trine, Day & Co., LLP, an independent firm of Certified Public Accountants (CPA), to perform the countywide audit of the County's Comprehensive Annual Financial Report and Single Audit; \$5,000 to CalPERS for the GASB 68 Actuarial Report; \$2,500 to Romeo Blanquera, CPA, for the Transportation Development Act (TDA) Audit, and \$7,500 to Wells Fargo Bank for direct deposit services.

#### Contracts

The FY2018/19 Recommended Budget includes a total of \$120,000 or 2% in accounting and financial contracted services which is primarily for audit services.

#### Fixed Assets

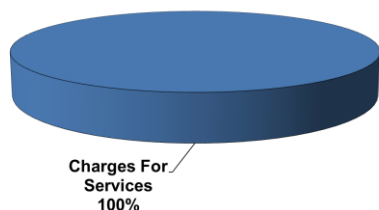
None.

### **DEPARTMENT COMMENTS**

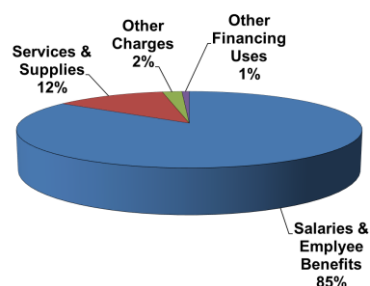
The Auditor-Controller performs countywide functions and enforces budgetary controls for the County budgeted appropriations of over \$1.0 billion as reflected in the FY2017/18 Adopted Budget. The Department continues to work with DoIT to implement countywide technology solutions to improve efficiency and provide countywide automated solutions to current manual processes as follows:

- Begin the next phase of the IntelliTime System to address time study and specialized time-reporting requirements.
- Automate and electronically route various accounting forms such as deposits and journal entries into the financial system.
- Replace the Solano County Integrated Property System with Thomson Reuters' Aumentum System, a more integrated and efficient system.
- Continue to automate vendor payments to electronic payments.

SOURCE OF FUNDS



USE OF FUNDS



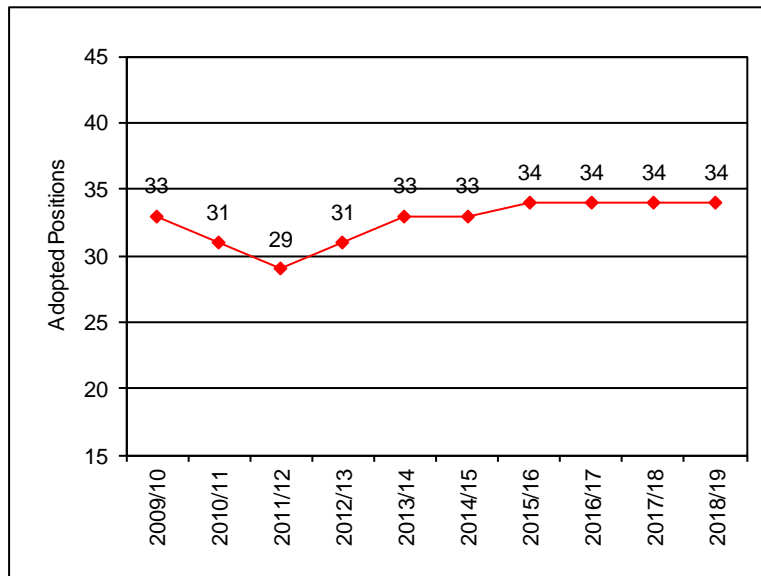
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	7,348	7,011	7,500	489	7.0%
CHARGES FOR SERVICES	4,444,610	4,966,376	5,357,838	391,462	7.9%
MISC REVENUE	0	120	0	(120)	(100.0%)
<b>TOTAL REVENUES</b>	<b>4,451,959</b>	<b>4,973,507</b>	<b>5,365,338</b>	<b>391,831</b>	<b>7.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	4,081,166	4,271,775	4,678,359	406,584	9.5%
SERVICES AND SUPPLIES	563,021	623,569	676,109	52,540	8.4%
OTHER CHARGES	71,276	119,029	118,966	(63)	(0.1%)
F/A EQUIPMENT	0	7,000	0	(7,000)	(100.0%)
OTHER FINANCING USES	121,499	123,722	44,923	(78,799)	(63.7%)
INTRA-FUND TRANSFERS	(135,026)	(162,282)	(149,965)	12,317	(7.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,701,936</b>	<b>4,982,813</b>	<b>5,368,392</b>	<b>385,579</b>	<b>7.7%</b>
<b>NET COUNTY COST</b>	<b>249,977</b>	<b>9,306</b>	<b>3,054</b>	<b>(6,252)</b>	<b>(67.2%)</b>

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

**STAFFING TREND****PENDING ISSUES AND POLICY CONSIDERATIONS**

The Auditor-Controller, Treasurer/Tax Collector/County Clerk, and Assessor/Recorder continue to work with DoIT to replace the Solano County Integrated Property System approved by the Board of Supervisors in FY2016/17. This project is in the initial phase of a multiyear project with an expected project cost of \$10 million. As the project progresses, additional demands on limited staff resources may require some extra help resources to backfill daily tasks.



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

**Summary of Other Administered Budgets**

AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	ADOPTED BUDGET	2018/19 RECOMMENDED	ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1101 GENERAL REVENUE	169,074,945	172,816,800	182,265,800	9,449,000	5.5%
5908 COUNTY DISASTER	944,017	2,703,670	100,648	(2,603,022)	(96.3%)
8006 PENSION DEBT SERVICE FUND	15,609,147	13,239,035	7,106,946	(6,132,089)	(46.3%)
8037 2017 CERTIFICATES OF PARTICIPA	7,881,670	7,896,804	7,239,929	(656,875)	(8.3%)
8034 HSS ADMIN/REFINANCE SPHF	1,747,918	1,756,560	1,758,943	2,383	0.1%
8036 2013 COP ANIMAL CARE PROJECT	462,882	462,581	462,882	301	0.1%
<b>APPROPRIATIONS</b>					
1101 GENERAL REVENUE	190,447	485,000	500,000	15,000	3.1%
5908 COUNTY DISASTER	374,284	2,625,941	3,799	(2,622,142)	(99.9%)
8006 PENSION DEBT SERVICE FUND	10,436,803	8,829,020	4,303,090	(4,525,930)	(51.3%)
8037 2017 CERTIFICATES OF PARTICIPA	7,904,486	7,896,805	7,394,408	(502,397)	(6.4%)
8034 HSS ADMIN/REFINANCE SPHF	1,749,823	1,759,212	1,758,943	(269)	(0.0%)
8036 2013 COP ANIMAL CARE PROJECT	472,364	477,644	476,387	(1,257)	(0.3%)
<b>NET CHANGE</b>					
1101 GENERAL REVENUE	(168,884,497)	(172,331,800)	(181,765,800)	(9,434,000)	5.5%
5908 COUNTY DISASTER	(569,733)	(77,729)	(96,849)	(19,120)	24.6%
8006 PENSION DEBT SERVICE FUND	(5,172,344)	(4,410,015)	(2,803,856)	1,606,159	(36.4%)
8037 2017 CERTIFICATES OF PARTICIPA	22,816	1	154,479	154,478	15447800.0%
8034 HSS ADMIN/REFINANCE SPHF	1,905	2,652	0	(2,652)	(100.0%)
8036 2013 COP ANIMAL CARE PROJECT	9,482	15,063	13,505	(1,558)	(10.3%)

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 the source of funding to support the County's general-purpose appropriations including mandated Maintenance of Effort contributions, mandated minimum levels of program service, general government programs and services, as well as other Board priorities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a net increase of \$9,449,000 or 5.5% in revenues and an increase in appropriations of \$15,000, or 3.0% when compared to the FY2017/18 Adopted Budget. As a result, the net increase to the General Fund is \$9,434,000 or 5.5%.

Primary Funding Sources

General Revenues include: property tax, property transfer tax, sales tax, property tax in-lieu of vehicle license fees, interest earnings, redevelopment revenues including pass through and successor agency business license tax disposal fees. The significant changes in revenues projected are due to the following:

- \$5,340,000 increase in Current Secured Property Taxes reflects a projected increase of 4% in assessed values from the FY2017/18 corrected assessment roll.
- \$300,000 decrease in Supplemental Taxes due to less supplemental billings.
- \$2,780,000 increase in Property Tax in Lieu due to a projected increase of 4% in assessed values.
- \$200,000 increase in Unitary Taxes due to a projected increase of 4% in assessed values.
- \$184,000 increase in ABX1 26 Residual Taxes and \$656,000 in ABX1 26 Pass-Through due to a projected increase of 4% in assessed values.
- \$500,000 increase in Interest Income due to a projected increase in cash balance of the General Fund and higher interest yield.
- \$900,000 increase in Disposal Fees due to projected increases in tonnages at both the Potrero Hills and Hay Road Landfill sites due to additional municipal solid waste.

The increases were offset by a \$1,000,000 decrease from the Tax Loss Reserve due to anticipated decrease in penalties and interest collections.

Primary Costs

Appropriations of \$500,000 include: \$400,000 for the General Fund share of property tax refunds, \$50,000 for general accounting and auditing services for the Solano County Fair, and \$50,000 for professional services for sales tax financial services. The \$15,000 increase in appropriations is due to an increase in professional services costs for sales tax and financial services.

Contracts

None.

Fixed Assets

None.

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

**Summary of Other Administered Budgets**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	152,395,535	158,168,000	167,175,000	9,007,000	5.7%
LICENSES, PERMITS & FRANCHISE	626,842	581,000	600,000	19,000	3.3%
REVENUE FROM USE OF MONEY/PROP	1,557,123	1,102,000	1,601,000	499,000	45.3%
INTERGOVERNMENTAL REV STATE	1,477,249	1,453,800	1,453,800	0	0.0%
INTERGOVERNMENTAL REV OTHER	526,281	62,000	106,000	44,000	71.0%
CHARGES FOR SERVICES	8,450,353	7,400,000	8,280,000	880,000	11.9%
MISC REVENUE	4,041,562	4,050,000	3,050,000	(1,000,000)	(24.7%)
<b>TOTAL REVENUES</b>	<b>169,074,945</b>	<b>172,816,800</b>	<b>182,265,800</b>	<b>9,449,000</b>	<b>5.5%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	27,596	35,000	50,000	15,000	42.9%
OTHER CHARGES	162,852	450,000	450,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>190,447</b>	<b>485,000</b>	<b>500,000</b>	<b>15,000</b>	<b>3.1%</b>
<b>NET COUNTY COST</b>	<b>(168,884,497)</b>	<b>(172,331,800)</b>	<b>(181,765,800)</b>	<b>(9,434,000)</b>	<b>5.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

There are a number of significant property assessment appeals pending which may negatively impact property tax revenues depending on the outcome of the appeal.

**FUNCTION AND RESPONSIBILITIES**

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

**2014 Napa Earthquake**

On August 24, 2014, a 6.0 magnitude earthquake occurred at 3:20 a.m. in south Napa, California. Due to the scale of the event, the conditions creating and/or impacts of the emergency became such that the local resources could no longer cope with the effects of the emergency. The County Administrator proclaimed a local emergency pursuant to Government Code section 8630 and a resolution was adopted by the Board on August 26, 2014. Governor Brown issued an emergency proclamation proclaiming a state of emergency in relation to the South Napa earthquake and on September 11, 2014, President Obama declared California a major disaster, allowing for the provision of Federal aid to assist with recovery efforts. On September 23, 2014, based on the estimated cost of damages incurred to County Facilities, the Board authorized the use of up to \$2.0 million in General Fund Contingency to pay for damages on an interim basis until qualifying reimbursements from the State or the Federal Emergency Agency (FEMA). Since that time, all earthquake related projects have been completed and the County is working to finalize and receive all claims from federal and State agencies.

**2017 Winter Storm Flooding**

From January 3 through February 22, 2017, Solano County experienced a series of intense winter storm events which resulted in significant flood related damage throughout the County. On January 18, 2017, the County Administrator proclaimed a local emergency pursuant to Government Code section 8630 which was ratified by the Board on January 24, 2017. Governor Brown issued an emergency proclamation proclaiming a state of emergency in relation to the storm damage and on February 14, 2017, President Trump approved a Major Disaster Declaration for California, allowing for the provision of Federal aid to assist with recovery efforts. On February 7, 2017, based on the estimated cost of damages, the Board authorized the use of up to \$2.0 million in General Fund Contingency to pay for damages on an interim basis until receipt of qualifying reimbursements from the State, the Federal Emergency Agency (FEMA) and the Federal Highway Administration (FHWA). Damages to County roads related to the events include erosion, slope failures, debris flows, bridge scour, levee failures, and culvert failures with an estimated cost of \$3 million. Permanent restoration of Cantelow, Steiger Hill and Gates Canyon are still in process. Upon completion of these final three projects related to the 2017 Winter Storm Flooding the County will finalize all claims with federal and state agencies.

**2017 October Wildfires**

From October 8, 2017 through October 15, 2017, Solano County experienced wildfires particularly the Atlas Peak Fire, which started on October 8, 2017 in Napa County and then spread to Solano County. On October 10, 2017, the County Administrator proclaimed a local emergency pursuant to Government Code section 8630 which was ratified by the Board on October 17, 2017. Governor Brown issued an emergency proclamation proclaiming a state of emergency in relation to the fire damage on October 10, 2017, President Trump approved a Major Disaster Declaration for California, including Solano County on October 13, 2017, allowing for the provision of Federal aid to assist with recovery efforts. On October 17, 2017 based on the estimated cost of damages, the Board authorized the use of up to \$1.5 million in General Fund Contingency to pay for damages including County Fair for large animal evacuation center operations. The County's Office of Emergency Services is pursuing reimbursements from the State, the Federal Emergency Agency (FEMA). County emergency protective measure costs related to the fires including mutual aid is estimated at approximately \$532,459 and the County Fair advances are \$107,088.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$2,603,022 or 96.3% in revenues and a decrease of \$2,622,142 or 99.9% in appropriations when compared to the FY2017/18 Adopted Budget. The FY2018/19 Recommended Budget includes no revenues or appropriations associated with the 2104 Napa Earthquake, 2017 Winter Storm Flooding or the 2017 October Wildfires as all projects are anticipated to be closed-out in FY2017/18. The Recommended Budget reflects residual Countywide Administrative Overhead and offsetting revenue from Long Term Debt proceeds representing accumulated advances from the General Fund which are not anticipated to be recovered from State and Federal disaster claims.

**5908 – Fund 282-County Disaster Fund**  
**Simona Padilla-Scholtens, Auditor-Controller**  
**Other Assistance**

**Summary of Other Administered Budgets**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	187,370	468,750	0	(468,750)	(100.0%)
INTERGOVERNMENTAL REV FEDERAL	756,647	1,875,000	0	(1,875,000)	(100.0%)
CHARGES FOR SERVICES	0	0	91	91	0.0%
OTHER FINANCING SOURCES	0	359,920	100,557	(259,363)	(72.1%)
<b>TOTAL REVENUES</b>	<b>944,017</b>	<b>2,703,670</b>	<b>100,648</b>	<b>(2,603,022)</b>	<b>(96.3%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	365,360	2,600,000	0	(2,600,000)	(100.0%)
OTHER CHARGES	8,924	25,941	3,799	(22,142)	(85.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>374,284</b>	<b>2,625,941</b>	<b>3,799</b>	<b>(2,622,142)</b>	<b>(99.9%)</b>
<b>NET CHANGE</b>	<b>(569,733)</b>	<b>(77,729)</b>	<b>(96,849)</b>	<b>(19,120)</b>	<b>24.6%</b>

**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.

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

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Long-term Financial Obligations

The County has no outstanding general obligation bonds. The County's outstanding long-term debts as of June 30, 2018 are as follows:

<u>Type</u>	<u>Total</u>
Notes payable	\$ 1,023,890
Certificates of Participation	73,470,000
Pension obligation bonds	26,085,000
Total	<u>\$ 100,578,890</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.

Certificates of Participation

The County issued Certificates of Participation (COP) 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 Administration Facility (Fairfield), the improvements to the Central Utility Plant, the Library in Fairfield, and the Animal Shelter.

On August 8, 2017, the BOS adopted a resolution authorizing the execution, sale and delivery of the Series 2017 Refunding Certificates of Participation to refund the 2007 COP. On September 20, 2017, the County refunded the 2007 Certificates of Participation resulting in interest savings to the County of approximately \$16.2 million over the term of the bonds.

Taxable Pension Obligation Bonds

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

Credit Rating

Moody's and Standard & Poor's both rated the County's pension obligation bonds as A1 and AA+, respectively. In addition, the County currently has three certificates of participation series outstanding. The credit ratings are as follows:

2009 COP rated at Aa3 from Moody's and AA from S&P.

2013 COP is private placement with no rating.

2017 COP rated AA from S&P, but is not rated by Moody's.

The affirmation of the ratings on the County's certificates of participation and pension obligation bonds reflect the County's large tax base, solid financial and liquidity position, recovering but sound long-term economic fundamentals, and slightly above average socioeconomic profile compared to similarly rated counties nationally.

The Solano County Investment Pool is rated AAAfS1 by Standard & Poor's, the second highest rating available. The rating is reflective of the portfolio's structural diversification and strong position in government-guaranteed debt obligations. The rating also reflects on the prudence and judgment of the portfolio managers. The "S1" volatility rating indicates the Pool's net asset value possesses a low sensitivity to changing market conditions.

## 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
2016-17	\$51,753,424,096	\$2,587,671,205	\$32,880,000	\$2,554,791,205	1.27%
2015-16	\$48,822,843,080	\$2,441,142,154	\$40,810,000	\$2,400,332,154	1.67%
2014-15	46,023,290,342	2,301,164,517	47,810,000	2,253,354,517	2.08%
2013-14	43,722,958,674	2,186,147,934	53,945,000	2,132,202,934	2.47%
2012-13	40,593,049,481	2,029,652,474	61,285,000	2,029,652,474	3.02%
2011-12	38,799,632,098	1,939,981,605	69,630,000	1,939,981,605	3.59%
2010-11	38,644,020,806	1,932,201,040	77,805,000	1,932,201,040	4.03%
2009-10	39,256,945,402	1,962,847,270	81,105,000	1,962,847,270	4.13%
2008-09	40,873,042,919	2,043,652,146	88,830,000	2,043,652,146	4.35%
2007-08	45,318,102,865	2,265,905,143	121,020,000	2,265,905,143	5.34%

#### 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 financed with general governmental resources include Pension Obligation Bonds.
- (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.

**FUNCTION AND RESPONSIBILITIES**

This budget unit is the conduit for the principal and interest payments for the Pension Obligation Bonds (POB) Series 2005. 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.

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 the Departments. The outstanding loan balance as of June 30, 2018 will be \$4,000,000.

The Auditor-Controller is responsible for administering the debt service of the POBs through the dates of redemption: January 15, 2025, for Series 2005.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$6,132,089 or 46.3% in revenues and a decrease of \$4,525,930 or 51.3% in appropriations when compared to the FY2017/18 Adopted Budget.

The primary factors contributing to the significant changes in revenues are:

- Decrease of \$6,372,790 in Operating Transfers-In due to lower rates subject to pension contributions from County departments from the final payment of the 2004 POB's in FY2017/18.

Significant changes in appropriations include:

- Decrease of \$4,085,000 in Bond Redemption and a decrease of \$447,472 in Interest on Long Term Debt due to the final principal payment on the 2004 Series POB's paid in FY2017/18

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	22,567	13,000	27,000	14,000	107.7%
MISC REVENUE	5,673,058	2,273,299	2,500,000	226,701	10.0%
OTHER FINANCING SOURCES	9,913,522	10,952,736	4,579,946	(6,372,790)	(58.2%)
<b>TOTAL REVENUES</b>	<b>15,609,147</b>	<b>13,239,035</b>	<b>7,106,946</b>	<b>(6,132,089)</b>	<b>(46.3%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	755	750	825	75	10.0%
SERVICES AND SUPPLIES	4,320	5,000	5,200	200	4.0%
OTHER CHARGES	10,431,728	8,823,270	4,297,065	(4,526,205)	(51.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>10,436,803</b>	<b>8,829,020</b>	<b>4,303,090</b>	<b>(4,525,930)</b>	<b>(51.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(5,172,344)</b>	<b>(4,410,015)</b>	<b>(2,803,856)</b>	<b>1,606,159</b>	<b>(36.4%)</b>

**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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## **FUNCTION AND RESPONSIBILITIES**

This budget unit is the conduit for the principal and interest payments for the 2017 Certificates of Participation (COP).

The 2017 COP were issued to refund the 2007 COP at a lower rate of interest, resulting in interest savings to the County of approximately \$16.2 million in present value dollars over the term of the bonds. The 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 2017 COP through the date of redemption on November 1, 2030. Debt service payments are financed through Operating Transfers-In from Public Facilities Fees, the Accumulated Capital Outlay Fund, the General Fund, the Courthouse Temporary Construction Fund, and the depreciation charged to the Departments occupying offices in the County Administration Center and the Probation building.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$656,875 or 8.3% in revenues and a decrease of \$502,397 or 6.4% in appropriations when compared to the FY2017/18 Adopted Budget.

### Primary Funding Sources

The FY2018/19 Recommended Budget includes revenues of \$7,239,929 a decrease of \$656,875 or 8.3% from FY2017/18, due to reduced contributions from the Library of \$501,467 as their portion of the debt service was fully paid in FY2017/18. Additionally, the contribution from Courthouse Construction Fund decreased by \$154,479 due to a shortfall in the actual collection of court fees. To offset the shortfall from the Courthouse Construction Fund, the Debt Service Fund will draw money from the reserve.

The primary funding sources include the following:

- \$4,423,480 in Operating Transfers-In as follows:
  - \$1,974,777 from the General Fund.
  - \$900,000 from the Accumulated Capital Outlay Fund.
  - \$726,690 from the Public Facilities Fees - Public Protection.
  - \$580,066 from the Public Facilities Fees - General Government.
  - \$241,947 from the Courthouse Temporary Construction Fund.
- \$2,770,011 from a depreciation charge allocated to departments occupying the County Administration Center and the Probation building.
- \$15,938 from the Solano Local Agency Formation Commission (LAFCo) for the lease of office space in the County Administration Center.

### Primary Costs

The FY2018/19 appropriations reflect the principal and interest payments, accounting and financial services, and Countywide Administrative Overhead charges due in FY2018/19.

**Summary of Other Administered Budgets****8037 – Fund 332-2017 Certificates of Participation****Simona Padilla-Scholtens, Auditor-Controller****Debt**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	46,097	38,938	46,438	7,500	19.3%
CHARGES FOR SERVICES	1,636,848	2,778,441	2,770,011	(8,430)	(0.3%)
MISC REVENUE	0	(1)	0	1	(100.0%)
OTHER FINANCING SOURCES	6,198,725	5,079,426	4,423,480	(655,946)	(12.9%)
<b>TOTAL REVENUES</b>	<b>7,881,670</b>	<b>7,896,804</b>	<b>7,239,929</b>	<b>(656,875)</b>	<b>(8.3%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	6,642	3,500	3,700	200	5.7%
OTHER CHARGES	7,897,844	7,893,305	7,390,708	(502,597)	(6.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>7,904,486</b>	<b>7,896,805</b>	<b>7,394,408</b>	<b>(502,397)</b>	<b>(6.4%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>22,816</b>	<b>1</b>	<b>154,479</b>	<b>154,478</b>	<b>15447800.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget 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 Recommended Budget represents an increase of \$2,383 or 0.1% in revenues and a decrease of \$269 or 0.0% in appropriations when compared to the FY2017/18 Adopted Budget.

Revenues consist of an Operating Transfers from the Health & Social Services for \$1,601,012 Fund and Public Facilities Fees Fund for \$150,000.

The appropriations reflect the principal and interest payments, accounting and financial services, fees and permits, and Countywide Administrative Overhead charges for FY2018/19.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	6,615	3,000	7,931	4,931	164.4%
OTHER FINANCING SOURCES	1,741,303	1,753,560	1,751,012	(2,548)	(0.1%)
<b>TOTAL REVENUES</b>	<b>1,747,918</b>	<b>1,756,560</b>	<b>1,758,943</b>	<b>2,383</b>	<b>0.1%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	3,172	8,650	7,210	(1,440)	(16.6%)
OTHER CHARGES	1,746,651	1,750,562	1,751,733	1,171	0.1%
<b>TOTAL APPROPRIATIONS</b>	<b>1,749,823</b>	<b>1,759,212</b>	<b>1,758,943</b>	<b>(269)</b>	<b>(0.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,905</b>	<b>2,652</b>	<b>0</b>	<b>(2,652)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget unit is the conduit for the principal and interest payments for the 2013 Certificates of Participation (COP). The 2013 COP were issued on April 17, 2013 to finance the Animal Care Expansion Project at 2510 Clay Bank Road in Fairfield. The 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 of the cities in the County in which each city agrees to pay its share of debt service. 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 Recommended Budget represents an increase of \$301 or 0.1% in revenues and a decrease of \$1,257 or 0.1% in appropriations when compared to the FY2017/18 Adopted Budget. The appropriations reflect the principal and interest payments, accounting and financial services, and fees and permits due in FY2018/19.

The revenue sources consist of the Operating Transfers-In from County General Fund and Other Governmental Agencies from the seven cities according to the MOU.

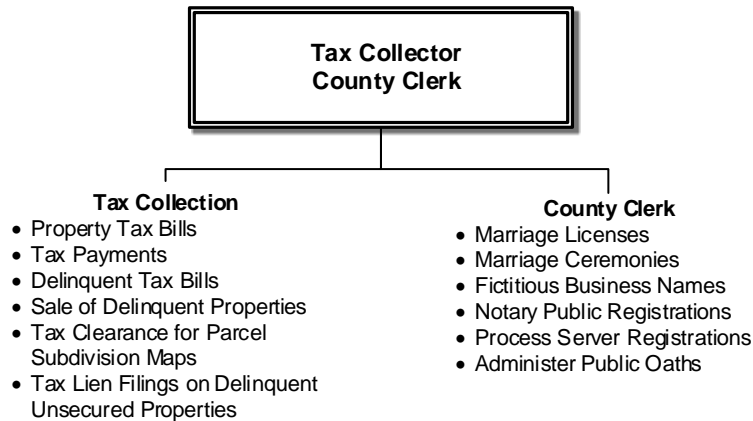
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	701	400	701	301	(75.3%)
INTERGOVERNMENTAL REV OTHER	417,211	417,211	417,211	0	0.0%
GENERAL FUND CONTRIBUTION	44,970	44,970	44,970	0	0.0%
<b>TOTAL REVENUES</b>	<b>462,882</b>	<b>462,581</b>	<b>462,882</b>	<b>301</b>	<b>0.1%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	2,150	7,551	2,700	(4,851)	64.2%
OTHER CHARGES	470,214	470,093	473,687	3,594	(0.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>472,364</b>	<b>477,644</b>	<b>476,387</b>	<b>(1,257)</b>	<b>(0.1%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>9,482</b>	<b>15,063</b>	<b>13,505</b>	<b>(1,558)</b>	<b>(10.3%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



## 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 a funding source 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.

### Budget Summary:

FY2017/18 Midyear Projection:	2,331,331
FY2018/19 Recommended:	2,448,483
County General Fund Contribution:	1,176,883
Percent County General Fund Supported:	48.1%
Total Employees (FTEs):	11

## 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 activities are partially funded through property tax administration fees paid by the local taxing agencies for tax collection.

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

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Developed and refined the required Scope of Work for the impending migration of property tax administration from the Solano County Integrated Property Tax Administration System (SCIPS) to the replacement platform.
- Implemented convenience fees for electronic payments made over the counter to reduce the costs incurred by the County for the acceptance and processing of electronic payments.
- Conducted a successful tax sale for default of 75 defaulted properties that resulted in the collection of more than \$1.8 million in delinquent taxes.

## Functional Area Summary

## 1300 – Fund 001-Tax Collector/County Clerk Charles Lomeli, Tax Collector/County Clerk Finance

- Developed a new budget unit for the collection and tracking of non-property tax related collections including Transient Occupancy Taxes and Public Facilities Fees.

### WORKLOAD INDICATORS

- In FY2017/18, the Tax Collector – County Clerk expects to issue and process payments and collections on 165,000 property tax bills; the Division estimates handling around 166,000 in FY2018/19.
- In FY2017/18, the Tax Collector – County Clerk expects to issue 1,920 marriage licenses and 2,900 fictitious business name statements, with expectations to issue approximately 1,900 marriage licenses and 2,950 fictitious business names in FY2018/19.
- Department shows that approximately 5% of all payments are processed at the front counter, 7% are processed online, 44% are processed through mortgage companies County Reciprocal Tax Accounting (CORTAC) payments, which is a simplified bill routing and paying procedure, and 44% are processed via mailed payments. The growth seen in online payments is reducing the volume of mailed payments. The Department anticipates that additional improvements for online payments will reduce the front counter volume of customers paying at the County office.
- Answered 19,000 requests for additional information received via phone and e-mail.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAX COLLECTOR	916,459	976,525	1,004,600	28,075	2.9%
COUNTY CLERK	267,458	245,955	267,000	21,045	8.6%
<b>TOTAL REVENUES</b>	<b>1,183,917</b>	<b>1,222,480</b>	<b>1,271,600</b>	<b>49,120</b>	<b>4.0%</b>
<b>APPROPRIATIONS</b>					
TAX COLLECTOR	1,856,283	2,095,379	2,174,722	79,343	3.8%
COUNTY CLERK	230,243	263,177	273,761	10,584	4.0%
<b>TOTAL APPROPRIATIONS</b>	<b>2,086,526</b>	<b>2,358,556</b>	<b>2,448,483</b>	<b>89,927</b>	<b>3.8%</b>
<b>NET COUNTY COST</b>					
TAX COLLECTOR	939,824	1,118,854	1,170,122	51,268	4.6%
COUNTY CLERK	(37,215)	17,222	6,761	(10,461)	(60.7%)
<b>NET COUNTY COST</b>	<b>902,609</b>	<b>1,136,076</b>	<b>1,176,883</b>	<b>40,807</b>	<b>3.6%</b>
<b>STAFFING</b>					
TAX COLLECTOR	9	9	9	0	0.0%
COUNTY CLERK	2	2	2	0	0.0%
<b>TOTAL STAFFING</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>0</b>	<b>0.0%</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$49,120 or 4.0% in revenues and an increase of \$89,927 or 3.8% in appropriations when compared to FY2017/18 Adopted Budget. As a result, Net County Cost is increased by \$40,807 or 3.6%.

The Department has two major functions, Tax Collection and County Clerk Services.

#### Primary Funding Sources

The primary funding sources for the Department are General Fund, which comprises of \$1,176,883 or 48.1% and Charges for Services, which comprises of \$1,089,600 or 44.5% of the Recommended Budget.

**1300 – Fund 001-Tax Collector/County Clerk**  
**Charles Lomeli, Tax Collector/County Clerk**  
**Finance**

**Functional Area Summary**

The FY2018/19 Recommended Budget includes a \$49,120 or 4.0% increase in revenues primarily due to increases in Charges for Services for the Tax Collector's SB 813 Fees due to an anticipated increase in the number of supplemental tax bills and the County Clerk's revenue from Marriage Licenses and Clerk's Fees.

Primary Costs

The FY2018/19 Recommended Budget includes a \$89,927 or 3.8% increase in appropriations primarily due to an increase in Salaries and Employee Benefits resulting from increased salaries and wages, overtime and retirement and health benefits.

Contracts

The FY2018/19 Recommended Budget includes a total of \$163,250 for contracted services and professional services which include the following significant contracts:

- \$64,000 for lock box services.
- \$60,000 for tax bill printing services.
- \$39,250 for tax Sale/Auction services.

Fixed Assets

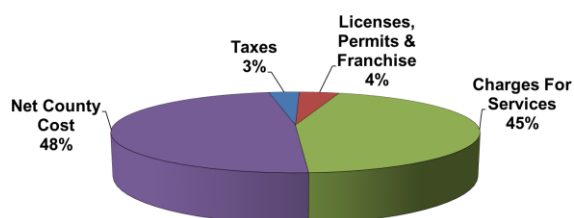
None.

**DEPARTMENT COMMENTS**

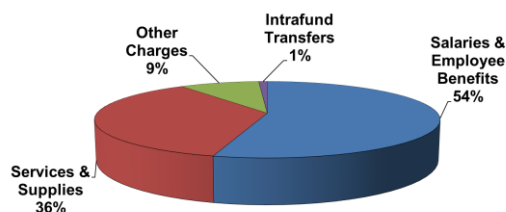
The Tax Collector – County Clerk anticipates that the enterprise system migration to replace the Solano County Integrated Property System (SCIPS) will continue moving forward. During the migration process, the focus of the Department will be on maintaining quality public service, maintaining appropriate internal controls, and completing the project as efficiently as possible.

In addition to these efforts, the Tax Collector is working with the SCIPS team to provide additional payment history to the public via the online portal. This should reduce staff workload and provide an improved customer service experience.

**SOURCE OF FUNDS**



**USE OF FUNDS**



## Functional Area Summary

1300 – Fund 001-Tax Collector/County Clerk

Charles Lomeli, Tax Collector/County Clerk  
Finance

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	82,928	75,000	76,000	1,000	1.3%
LICENSES, PERMITS & FRANCHISE	106,088	98,378	106,000	7,622	7.7%
FINES, FORFEITURES, & PENALTY	165	0	0	0	0.0%
CHARGES FOR SERVICES	994,736	1,049,102	1,089,600	40,498	3.9%
<b>TOTAL REVENUES</b>	<b>1,183,917</b>	<b>1,222,480</b>	<b>1,271,600</b>	<b>49,120</b>	<b>4.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,130,147	1,188,640	1,322,233	133,593	11.2%
SERVICES AND SUPPLIES	692,190	860,475	876,982	16,507	1.9%
OTHER CHARGES	205,087	230,334	213,492	(16,842)	(7.3%)
OTHER FINANCING USES	34,235	32,557	12,776	(19,781)	(60.8%)
INTRA-FUND TRANSFERS	24,768	46,550	23,000	(23,550)	(50.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,086,426</b>	<b>2,358,556</b>	<b>2,448,483</b>	<b>89,927</b>	<b>3.8%</b>
<b>NET COUNTY COST</b>	<b>902,509</b>	<b>1,136,076</b>	<b>1,176,883</b>	<b>40,807</b>	<b>3.6%</b>

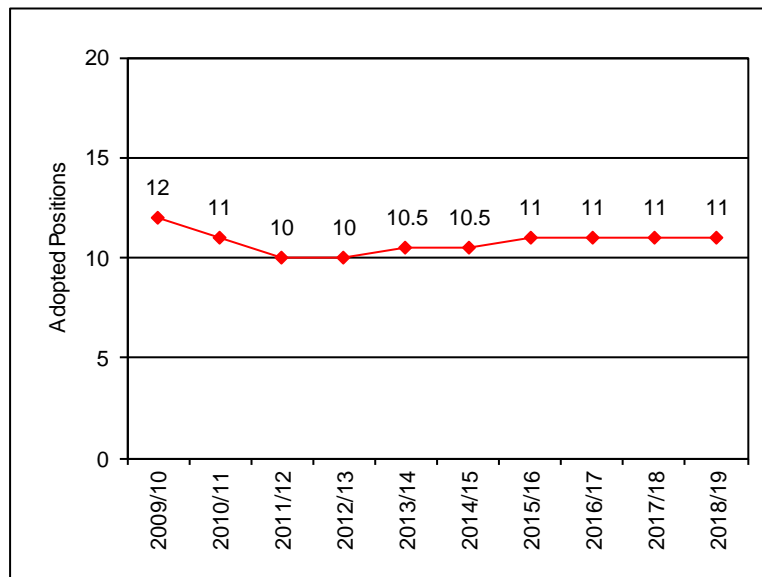
### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

### STAFFING TREND



### PENDING ISSUES AND POLICY CONSIDERATIONS

The Treasurer/Tax Collector/County Clerk, Auditor-Controller, and Assessor/Recorder continue to work with Department of Information Technology (DoIT) to replace SCIPS approved by the Board of Supervisors in FY2016/17. This project is in the initial phase of a multiyear project with an expected project cost of \$10 million. As the project progresses, additional demands on limited staff resources may require the adding of additional positions to provide public service while existing staff is focused on migration related efforts.

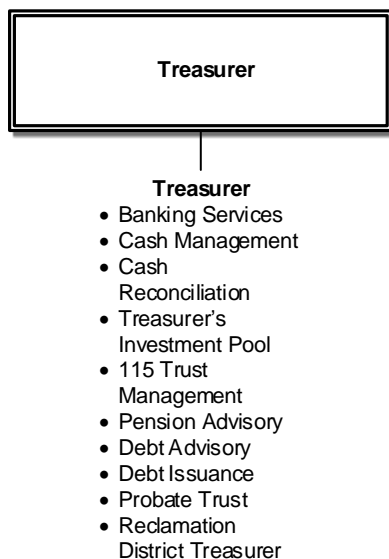


**1300 – Fund 001-Tax Collector/County Clerk**  
**Charles Lomeli, Tax Collector/County Clerk**  
**Finance**

**Summary of Other Administered Budgets**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1350 TREASURER	941,333	1,117,629	1,132,557	14,928	1.3%
<b>APPROPRIATIONS</b>					
1350 TREASURER	941,333	1,117,629	1,132,557	14,928	1.3%
<b>NET CHANGE</b>					
1350 TREASURER	0	0	0	0	0.0%

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 County 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 \$1.1 billion 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

- Received an upgrade to AAfS1 from 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.
- Coordinated the refinancing of the 2007 Certificates of Participation via the issuance of the 2017 Certificates of Participation that resulted in a two-year shortening of the borrowing term and an interest savings of \$16.2 million in present value dollars to the County.
- Audited on an at least quarterly basis with no findings.
- Working in conjunction with the Solano County Office of Education on the establishment of new funds to account for newly formed charter schools.
- Provided reconciliation information to schools and other pool participants on a daily basis to afford them the ability to independently verify all Treasury activity.
- Continued to diversify and actively invest the Treasury portfolio to maximize returns within established and acceptable risk parameters.

**Charles Lomeli, Tax Collector/County Clerk  
Finance**

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- Managed the PARS 115 \$20 million investment trust to provide additional income above pool rates.
- Integrated the investment portfolio accounting application with the Treasury general ledger application to allow for the seamless updating of systems and a reduction in manual posting work.
- Added additional portfolio accounting capabilities and implemented a full accounting of the PARS115 Trust
- Issued Request for Qualifications (RFQ) for the provision of Financial Advisory services.
- Conducted RFQ and negotiations for banking services that resulted in cost reductions, improved efficiencies, and greater bank transparency.

**WORKLOAD INDICATORS**

During FY2018/19, the Treasurer anticipates processing 9,000 deposit permits.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$14,928 or 1.3% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. In accordance with Government Code section 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.

Primary Funding Sources

The primary funding source for the Department is the Charges for Services, comprise of \$1,132,557 or 100% of the Recommended Budget.

Primary Costs

The FY2018/19 Recommended Budget includes \$1,132,557 or 1.3% increase in appropriations primarily due to an increase in Salaries and Benefits resulting from increases in approved wages, health and retirement costs. This is offset by a decrease in Services and Supplies due to savings in software expense and contracted services with the discontinuance of the non-mandated S&P rating services on the Treasury Pool. S&P rating services remain in effect for the County Investment Portfolio.

Contracts

The FY2018/19 Recommended Budget includes a total of \$52,230 for contracted services primarily for financial information services.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The Treasurer's primary focus for the fiscal year will be continuing to provide smooth fiscal services to pool participants. The Treasury will also work on increasing and enhancing the automated flow of reconciliation information back to pool participants as an enhancement to internal controls.

The Treasurer also anticipates completing RFQ's for a variety of services related to the issuance of County debt.

**Summary of Other Administered Budgets**

**1350-Treasurer**  
**Charles Lomeli, Tax Collector/County Clerk**  
**Finance**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	939,136	1,115,129	1,130,557	15,428	1.4%
MISC REVENUE	2,197	2,500	2,000	(500)	(20.0%)
<b>TOTAL REVENUES</b>	<b>941,333</b>	<b>1,117,629</b>	<b>1,132,557</b>	<b>14,928</b>	<b>1.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	440,713	448,904	484,298	35,394	7.9%
SERVICES AND SUPPLIES	288,756	447,327	418,639	(28,688)	(6.4%)
OTHER CHARGES	43,441	49,362	53,906	4,544	9.2%
OTHER FINANCING USES	13,863	13,354	6,349	(7,005)	(52.5%)
INTRA-FUND TRANSFERS	154,560	158,682	169,365	10,683	6.7%
<b>TOTAL APPROPRIATIONS</b>	<b>941,333</b>	<b>1,117,629</b>	<b>1,132,557</b>	<b>14,928</b>	<b>1.3%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

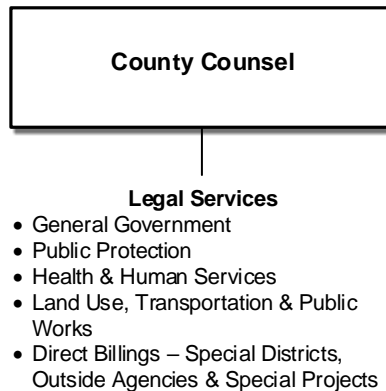
**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

None.

**Dennis Bunting, County Counsel**  
**General Counsel**



### 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 many special districts and agencies within the County, including the Rural North Vacaville Water District, the Solano Transportation Authority, Solano County Transit (SolTrans), the Fairfield

Suisun Sewer District, the Collinsville Levee and Maintenance District, the Solano County Office of Education and several school districts.

#### Budget Summary:

FY2017/18 Midyear Projection:	4,615,215
FY2018/19 Recommended:	4,764,756
County General Fund Contribution:	240,813
Percent County General Fund Supported:	5.1%
Total Employees (FTEs):	20

### FUNCTION AND RESPONSIBILITIES

The broad scope of the Office's duties affects matters of great importance to the operation of County government in such diverse areas as labor and employment issues, real estate development contracts, purchasing contracts, public works projects, law enforcement policies and procedures, planning and environmental matters, water law and groundwater regulation, 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

Federal and state policies present several challenging legal issues for the County: for example, evaluating and addressing the potential impacts of the President's Executive Orders on enforcement of immigration laws; the implementation of the Sustainable Groundwater Management Act and the preparation of a Groundwater Sustainability Plan; the Board authorized legal challenges to the Department of Water Resources' CEQA approval of the WaterFix project and its Validation action to use water bonds to fund the project; and the regulation of the use of medical and recreational marijuana/cannabis. As significant, local issues also require skillful and creative representation: for example, the resolution of several complex assessment appeals involving Genentech and numerous wind farm projects: Shiloh Wind Project II LLC, Shiloh Wind Project III LLC, Shiloh Wind Project IV LLC, Solano 3 Wind LLC and NEE Montezuma II Wind LLC; the regulation of short-term rentals; the exploration of a water system for the Green Valley region; and the vigorous enforcement of the County's ordinances. Experienced and knowledgeable attorneys in the Office address these issues in collaboration with equally qualified County employees and retained private counsel.

### WORKLOAD INDICATORS

In FY2016/17, the Office's attorneys logged a total of 25,352 billable legal service hours to internal and external clients. However, the FY2017/18 and FY2018/19 direct billable hours are estimated to be less than previous years' totals primarily due

## Functional Area Summary

1400 – Fund 001-County Counsel

Dennis Bunting, County Counsel  
General Counsel

to anticipated reduction in the number of hours billed directly to Child Welfare Services (CWS) because of fewer (37%) new cases being filed.

The Office currently provides legal services to all County departments and 28 external clients.

- In FY2016/17, the average annual number of billable legal service hours per attorney was 1,690 hours.
- In addition to providing legal services, the Office provided several trainings and workshops to include Child Protective Services' procedures, purchasing policy and contract law, personnel policies and procedures, Introduction to Public Sector Employment Law, Brown Act and parliamentary procedures, Health Information Portability and Accountability Act requirements, and records and subpoenas. Training audiences include County personnel, and appointed and elected members of various boards, commissions, committees and the Board of Supervisors.
- In addition to the staff supporting attorneys in daily processing of files and documents, they are also responsible for maintaining, processing and accounting for several programs which include subpoenas, the law library and Drug Dependency Court documents, and administrative tasks. To assist staff, the Office Supervisor continues to maintain the Bail Bond program.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LEGAL SERVICES	3,558,210	4,061,045	4,523,943	462,898	11.4%
<b>TOTAL REVENUES</b>	<b>3,558,210</b>	<b>4,061,045</b>	<b>4,523,943</b>	<b>462,898</b>	<b>11.4%</b>
<b>APPROPRIATIONS</b>					
LEGAL SERVICES	4,222,371	4,504,035	4,764,756	260,721	5.8%
<b>TOTAL APPROPRIATIONS</b>	<b>4,222,371</b>	<b>4,504,035</b>	<b>4,764,756</b>	<b>260,721</b>	<b>5.8%</b>
<b>NET COUNTY COST</b>					
LEGAL SERVICES	664,161	442,990	240,813	(202,177)	(45.6%)
<b>NET COUNTY COST</b>	<b>664,161</b>	<b>442,990</b>	<b>240,813</b>	<b>(202,177)</b>	<b>(45.6%)</b>
<b>STAFFING</b>					
LEGAL SERVICES	19.75	20	20	0	0.0%
<b>TOTAL STAFFING</b>	<b>19.75</b>	<b>20</b>	<b>20</b>	<b>0</b>	<b>0.0%</b>

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$462,898 or 11.4% in revenues and an increase of \$260,721 or 5.8% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the Net County Cost decreased by \$202,177 or 45.6%.

### Primary Funding Sources

The primary funding source for the Office are charges for legal services provided to County departments that are reimbursed through the Countywide Cost Allocation Plan, and fees direct-billed to outside agencies and certain non-General Fund County departments. Expenditures that are not offset by direct billed revenues become General Fund costs. 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 A87). These unreimbursed expenditures remain General Fund costs.

The FY2018/19 Recommended Budget includes a \$462,898 or 11.4% net increase in revenues primarily due to an increase of \$655,898 in Countywide Administrative Overhead charges, offset by decreases of \$175,900 in legal services provided primarily to H&SS for child protection services and \$15,000 in legal services direct-billed to outside agencies.

**Dennis Bunting, County Counsel  
General Counsel**

Primary Costs

The FY2018/19 Recommended Budget includes a \$260,721 or 5.8% net increase in appropriations when compared to the FY2017/18 Adopted Budget, primarily due to increases of \$326,687 in salaries and benefits costs and \$18,773 in central data processing charges; offset by an \$81,337 reduction in pension obligation bond costs.

Contracts

None requiring Board action.

Fixed Assets

None.

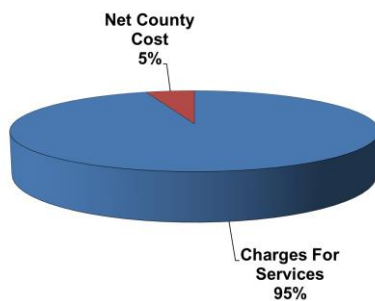
**DEPARTMENT COMMENTS**

In addition to providing legal representation to all County departments, the Office continues to offer its expertise and legal services to outside governmental agencies. The Office currently provides legal representation to 28 external clients which are direct billed for services. These clients include transportation entities, levee, sewer and water districts, veteran mental health hearings, and several conservation, fire and school districts.

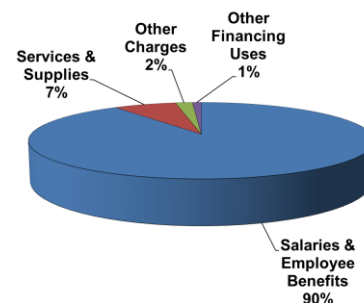
There is an expected decrease in revenue of \$175,900 or 27.7% for Interfund legal services. This is primarily attributed to the reduced number of hours billed directly to Child Welfare Services (CWS) because of fewer (37%) new cases being filed. The reduced hours from CWS are absorbed by other internal and external agencies requiring legal services.

The Productive Hourly Rate (PHR) recommended amount is \$190 per hour. The increase in the PHR is primarily due to the increases in salaries and benefits, as previously discussed, and increases in expenses external to the Department. These increases in expenses include the functional costs of the central data processing services and property insurance, which increased by 18% and 28%, respectively. Any approved increases in fees help to offset changes in the direct billed revenue.

**SOURCE OF FUNDS**



**USE OF FUNDS**



## Functional Area Summary

1400 – Fund 001-County Counsel

Dennis Bunting, County Counsel  
General Counsel

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	3,558,125	4,061,045	4,523,943	462,898	11.4%
MISC REVENUE	85	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,558,210</b>	<b>4,061,045</b>	<b>4,523,943</b>	<b>462,898</b>	<b>11.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,800,647	3,970,549	4,297,236	326,687	8.2%
SERVICES AND SUPPLIES	235,413	306,428	328,693	22,265	7.3%
OTHER CHARGES	53,260	89,353	88,859	(494)	(0.6%)
OTHER FINANCING USES	129,785	127,905	46,568	(81,337)	(63.6%)
INTRA-FUND TRANSFERS	3,267	9,800	3,400	(6,400)	(65.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,222,371</b>	<b>4,504,035</b>	<b>4,764,756</b>	<b>260,721</b>	<b>5.8%</b>
<b>NET COUNTY COST</b>	<b>664,161</b>	<b>442,990</b>	<b>240,813</b>	<b>(202,177)</b>	<b>(45.6%)</b>

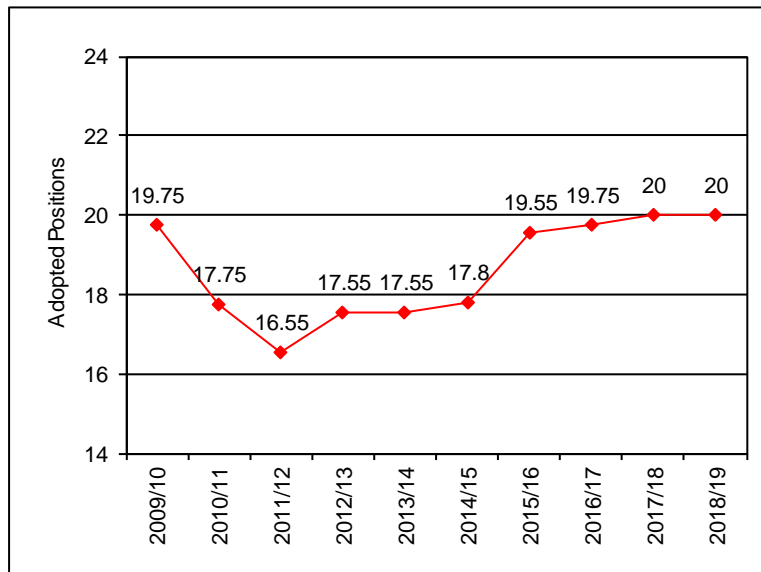
### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

### STAFFING TREND

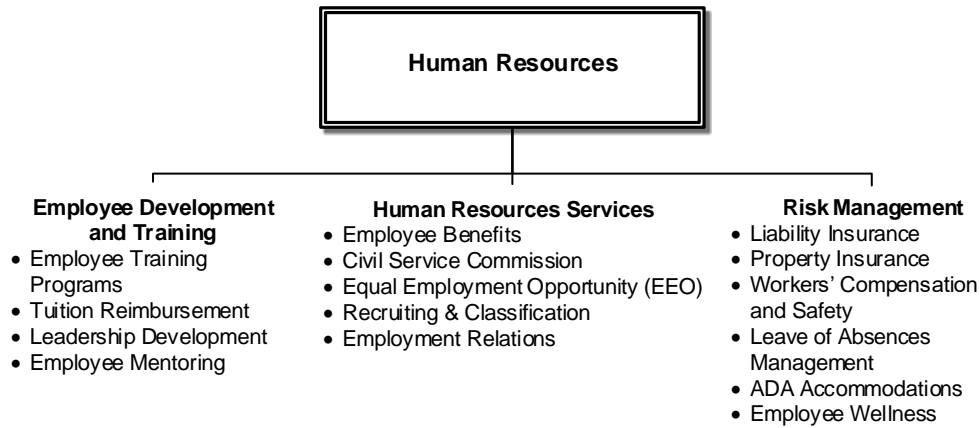


### PENDING ISSUES AND POLICY CONSIDERATIONS

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



Marc Fox, Director of Human Resources  
Personnel



### DEPARTMENTAL PURPOSE

The Department provides centralized administrative support services to assist County departments in addressing the Board's priorities in relation to the County's workforce.

#### Budget Summary:

FY2017/18 Midyear Projection:	3,963,718
FY2018/19 Recommended:	3,988,137
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	20

### FUNCTION AND RESPONSIBILITIES

The Human Resources Department's mission is to be a strategic partner who provides our customers with high quality services and fosters an environment where a well-qualified and trained workforce succeeds. The Department aims to be a trusted and credible partner, providing quality human resources programs and services which meet ever-changing needs of the County and its employees. The Department has three principal units.

Human Resources (BU 1500) provides centralized human resources services in all areas including personnel and civil service administration, recruitment and selection, equal employment opportunities, employee and labor relations, classification, and benefits administration.

Employee Development and Training (BU 1103) provides skill development and supervisory training, funds the County's tuition reimbursement program, and provides recognition to employees for exceptional service contributions to the County.

Risk Management (BU 1830) administers loss control insurance, workers' compensation and safety programs, and manages the disability and disabled employee leave programs.

### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

#### Accomplishments:

- Negotiated 18 successor collective bargaining agreements.
- Negotiated and implemented a comprehensive information technology classification study.
- Amended and/or created 16 classification specifications covered under the Civil Service System and 4 classification specifications exempted from the Civil Service System.
- Expanded recruitment outreach efforts through Careers in Government's diversity program.
- Increased social media followers to over 4,700 through Solano County Jobs' Facebook page.
- Participated in eight job fairs promoting employment opportunities with Solano County.

## Functional Area Summary

## 1500 – Fund 001-Human Resources Marc Fox, Director of Human Resources Personnel

### WORKLOAD INDICATORS

During the period July 1, 2017 – February 28, 2018, the Department of Human Resources:

- Reviewed 5,334 job applications compared to 8,943 during that same period in FY2016/17.
- Opened 125 recruitments compared to 139 in FY2016/17.
- Processed 370 requisitions to fill vacancies compared to 434 during the same period in FY2016/17.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
HUMAN RESOURCES SERVICES	3,408,748	4,149,439	4,178,945	29,506	0.7%
<b>TOTAL REVENUES</b>	<b>3,408,748</b>	<b>4,149,439</b>	<b>4,178,945</b>	<b>29,506</b>	<b>0.7%</b>
<b>APPROPRIATIONS</b>					
HUMAN RESOURCES SERVICES	3,435,871	4,119,493	3,988,137	(131,356)	(3.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,435,871</b>	<b>4,119,493</b>	<b>3,988,137</b>	<b>(131,356)</b>	<b>(3.2%)</b>
<b>NET COUNTY COST</b>					
HUMAN RESOURCES SERVICES	27,123	(29,946)	(190,808)	(160,862)	537.2%
<b>NET COUNTY COST</b>	<b>27,123</b>	<b>(29,946)</b>	<b>(190,808)</b>	<b>(160,862)</b>	<b>537.2%</b>
<b>STAFFING</b>					
HUMAN RESOURCES SERVICES	19	20	20	0	0.0%
<b>TOTAL STAFFING</b>	<b>19</b>	<b>20</b>	<b>20</b>	<b>0</b>	<b>0.0%</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$29,506 or 0.7% in revenues and a decrease of \$131,356 or 3.2% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, Net County Cost decreased by \$160,862 or 537.2%.

#### Primary Funding Sources

The primary funding source for the Department of Human Resources (HR) is Countywide Administrative Overhead of \$4,061,545 for reimbursements from County departments for their allocated share of costs for recruiting, classification, benefits administration and other HR functions provided by the Department. In addition, HR receives departmental Administrative Overhead revenue for the HR Director's time spent in Risk Management, and other revenue for the administrative allowances received from the County's 457 Deferred Compensation Plan providers.

The FY2018/19 Recommended Budget includes a \$29,506 or 0.7% net increase in revenues primarily due to the following:

- Countywide Administrative Overhead reflects an increase of \$27,506.
- Departmental Administrative Overhead reflects an increase of \$2,000.

#### Primary Costs

The FY2018/19 Recommended Budget includes a \$131,356 or 3.2% net decrease in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase by \$124,657. This is primarily resulting from increases in salaries and benefits costs, including merit increases.
- Services and Supplies reflect a decrease of \$201,888 or 18.4% primarily due to increases of \$30,216 in liability insurance, \$29,699 in central data processing services, and offset by a decrease of \$252,250 in other professional services.

**1500 – Fund 001-Human Resources**  
**Marc Fox, Director of Human Resources**  
**Personnel**

**Functional Area Summary**

- Other Financing Uses reflect a decrease of \$53,099 due to a reduction in the pension obligation bond rate.

Contracts

The FY2018/19 Recommended Budget includes the following contracts:

- \$120,000 for CalPERS health administration fees.
- \$65,000 for recruitment testing services provided by either Cooperative Personnel Services or Western Region Inventory Board (WRIB) and bilingual testing through Language People.
- \$60,000 for labor relations negotiation services.
- \$50,000 for Equal Employment Opportunity (EEO) investigation services.
- \$50,000 for classification studies.
- \$45,000 for third party administration fees for the flexible spending accounts and PARS Retirement Enhancement Plan.
- \$35,000 for document imaging fees and special projects.
- \$30,000 for ongoing review of the County's Internal Revenue Code (IRC) deferred compensation plans, which includes the IRC 457, IRC 401 and Retirement Health Savings accounts.
- \$22,500 for an actuarial study of the County's Other Post-Employment Benefits (OPEB) liability.
- \$8,500 for PARS actuarial study.

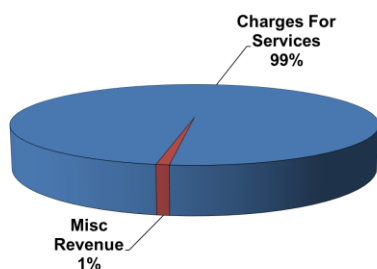
Fixed Assets

None.

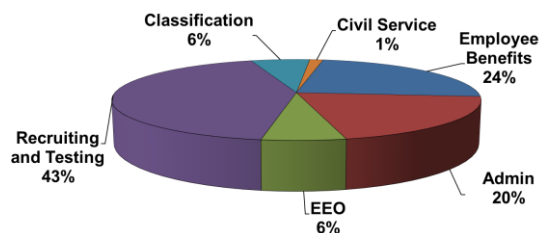
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



## Functional Area Summary

## 1500 – Fund 001-Human Resources Marc Fox, Director of Human Resources Personnel

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	3,354,838	4,109,039	4,138,545	29,506	0.7%
MISC REVENUE	53,910	40,400	40,400	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,408,748</b>	<b>4,149,439</b>	<b>4,178,945</b>	<b>29,506</b>	<b>0.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,549,803	2,826,836	2,951,493	124,657	4.4%
SERVICES AND SUPPLIES	736,142	1,096,975	895,087	(201,888)	(18.4%)
OTHER CHARGES	60,283	101,874	100,998	(876)	(0.9%)
OTHER FINANCING USES	79,609	83,158	30,059	(53,099)	(63.9%)
INTRA-FUND TRANSFERS	10,034	10,650	10,500	(150)	(1.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,435,871</b>	<b>4,119,493</b>	<b>3,988,137</b>	<b>(131,356)</b>	<b>(3.2%)</b>
<b>NET COUNTY COST</b>	<b>27,123</b>	<b>(29,946)</b>	<b>(190,808)</b>	<b>(160,862)</b>	<b>537.2%</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

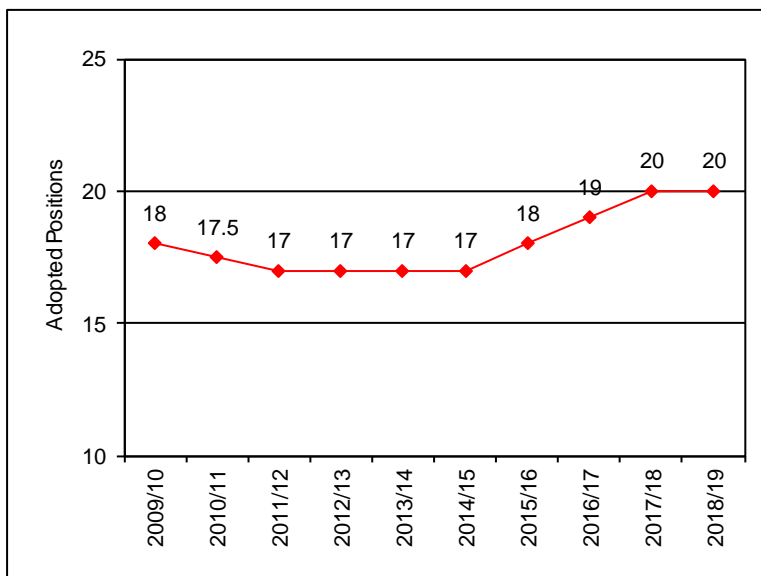
None.

### SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2017/18 Budget are provided below:

- On March 13, 2018, 1.0 FTE Limited-Term Human Resources Assistant was extended through June 30, 2019.

### STAFFING TREND



### PENDING ISSUES AND POLICY CONSIDERATIONS

With more than one-third of the County's workforce retirement eligible (the average age of a county employee is 45.11 years of age), and a vacancy rate during the period of July 1, 2017 and February 28, 2018 that has ranged between 7.89% and 8.51%, recruiting, retaining and developing the next generation of County employees will continue to play a critical role in successfully achieving the County's mission. As the "baby boomer" generation retires, recruiting well-qualified talent may become more challenging. The "boomer generation" fills a large percentage of government jobs. We find ourselves competing in a job market

**Marc Fox, Director of Human Resources  
Personnel**

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where the unemployment rate is 4.1% which suggests that we have reached full employment. Consequently, it will be incumbent upon us to continue to expand our recruitment presence using social media avenues.

As more departments seek ways to streamline processes, the Human Resources Department will begin exploring options for an automated performance evaluation tool. The automated performance evaluation tool will incorporate data previously collected on job related competencies to strengthen the feedback provided to employees, while reducing the time it takes to complete the actual form and provide employees their performance evaluation.

The Department will begin negotiating all 19 successor collective bargaining agreements in FY2018/19.

## Summary of Other Administered Budgets

**1500 – Fund 001-Human Resources**  
**Marc Fox, Director of Human Resources**  
**Personnel**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1103 EMPLOYEE DEVELOPMENT & TRAINING	458,102	580,754	660,923	80,169	13.8%
1830 RISK MANAGEMENT	15,365,745	15,086,189	19,525,713	4,439,524	29.4%
<b>APPROPRIATIONS</b>					
1103 EMPLOYEE DEVELOPMENT & TRAINING	572,125	760,311	643,114	(117,197)	(15.4%)
1830 RISK MANAGEMENT	15,770,535	16,923,186	19,726,101	2,802,915	16.6%
<b>NET CHANGE</b>					
1103 EMPLOYEE DEVELOPMENT & TRAINING	114,023	179,557	(17,809)	(197,366)	(109.9%)
1830 RISK MANAGEMENT	404,790	1,836,997	200,388	(1,636,609)	(89.1%)

A summary of the budgets administered by the Human Resources Department is provided on the following pages.

## 1103 – Fund 001-Employee Development & Training Summary of Other Administered Budgets

Marc Fox, Director of Human Resources  
Legislative & Administration

### FUNCTION AND RESPONSIBILITIES

The Employee Development and Recognition Program provides skill development and supervisory training, funds the County's tuition reimbursement program, and provides recognition to employees for exceptional service contributions to the County.

#### Budget Summary:

FY2017/18 Midyear Projection:	664,186
FY2018/19 Recommended:	643,114
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	3

### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

#### Accomplishments:

- The following training classes were offered during the second year of participation in the Center for Staff Development Training Consortium:
  - Shifting to a Manager's Mindset
  - Improving Productivity
  - Building a Cohesive Team
- Partnered with Managed Health Network (MHN) to provide trainings on Creating a Respectful Work Environment, Effective Workplace Communication, Compassion Fatigue, Intergenerational Communication in the Workplace, Readiness for Change, Managing Personal Finances, and Managing Change.
- Hosted 11<sup>th</sup> Annual Education Fair for County employees.
- Coordinated and sponsored 5<sup>th</sup> cohort of County employees through the Solano County Leadership Academy with University of California, Davis.
- Implemented and provided Myers-Briggs Type Indicator (MBTI) Personality Preference Assessments to Supervisors and Managers to improve their conflict resolution, communication, decision making, and leadership skills.
- Provided countywide internship opportunities for two foster youth through A First Place for Youth and for 12 college interns working in various County departments.

### WORKLOAD INDICATORS

- 6,070 County training session spaces were occupied by employees from July 1, 2017 through February 28, 2018, compared to 5,049 employees during that same period in FY2016/17.
- Offered 131 professional development/training classes, excluding County-mandated sessions, to County employees compared to 108 classes last fiscal year.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$80,169 or 13.8% in revenues and a decrease of \$117,197 or 15.4% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, Net County Cost decreased by \$197,366 or 109.9%.

#### Primary Funding Source

The primary funding source for this Division is Charges for Services, which includes Countywide Administrative Overhead of \$655,923 for reimbursements from County departments for their allocated share of costs for training services provided by the Employee Development and Training Division in the Human Resources Department.

The FY2018/19 Recommended Budget includes an \$80,169 or 13.8% net increase in revenues primarily due to an increase in Countywide Administrative Overhead reimbursement.

## Summary of Other Administered Budgets 1103 – Fund 001-Employee Development & Training

Marc Fox, Director of Human Resources  
Legislative & Administration

### Primary Costs

The FY2018/19 Recommended Budget includes a \$117,197 or 15.4% net decrease in appropriations due to the following:

- Salaries and Employee Benefits reflect a decrease of \$51,122 or 10.4% primarily resulting from decreases for extra-help wages for the County-sponsored paid internship program as interns worked fewer hours per week than anticipated and less college interns were requested by departments, and partially offset by increases resulting from merit and salary/benefit cost increases.
- Services and Supplies reflect a decrease of \$60,000 or 24.5% primarily due to reductions of \$18,700 for computer refreshes as there are fewer computers in the Computer Training room requiring replacement per the County's Computer Refresh Policy; \$7,500 in consulting/professional services; \$41,500 in education/training as the Solano Leadership Academy has been offered every other fiscal year; and offset by increases of \$4,132 in central data processing services and \$5,000 for employee tuition reimbursement.
- Other Financing Uses reflect a decrease of \$6,327 due to a reduction in the pension obligation bond rate.

### Contracts

None requiring Board action.

### Fixed Assets

None.

## DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	458,102	580,754	660,923	80,169	13.8%
<b>TOTAL REVENUES</b>	<b>458,102</b>	<b>580,754</b>	<b>660,923</b>	<b>80,169</b>	<b>13.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	412,951	492,880	441,758	(51,122)	(10.4%)
SERVICES AND SUPPLIES	137,879	244,480	184,480	(60,000)	(24.5%)
OTHER CHARGES	8,259	10,875	11,127	252	2.3%
OTHER FINANCING USES	10,320	9,976	3,649	(6,327)	(63.4%)
INTRA-FUND TRANSFERS	2,715	2,100	2,100	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>572,125</b>	<b>760,311</b>	<b>643,114</b>	<b>(117,197)</b>	<b>(15.4%)</b>
<b>NET COUNTY COST</b>	<b>114,023</b>	<b>179,557</b>	<b>(17,809)</b>	<b>(197,366)</b>	<b>(109.9%)</b>

<b>STAFFING</b>					
EMPLOYEE DEV. & TRAINING	2	3	3	0	0.0%
<b>TOTAL STAFFING</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0.0%</b>

## 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 continues to face a demographic change of an aging workforce with mid-management, senior and executive managers in the County nearing retirement in larger numbers, leaving a potential gap. In anticipation of the forecasted



**1103 – Fund 001-Employee Development & Training    Summary of Other Administered Budgets**  
**Marc Fox, Director of Human Resources**  
**Legislative & Administration**

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change, the County reinstated the Solano Leadership Academy training program in FY2013/14 to help address development of mid-managers and supervisors, and has established another senior leadership development training cohort to prepare individuals for executive leadership roles. These programs will continue to be offered every other fiscal year. In addition, the County will need to expand and fund strategies designed to recruit and retain the younger generations that will be entering the workforce in the coming years. County departments are providing internships assignments to offer youth and college students the opportunity to gain County work experience. The average assignment allows individuals to work up to a maximum of 29 hours per week. Annual recruitment efforts will be made to provide interns the opportunity to begin their internship in July each fiscal year.

**FUNCTION AND RESPONSIBILITIES**

The Risk Management Division administers loss control insurance, workers' compensation and safety programs, and manages the disability and disabled employee leave programs.

**Budget Summary:**

FY2017/18 Midyear Projection:	17,687,430
FY2018/19 Recommended:	19,726,101
County General Fund Contribution:	1,000,000
Percent County General Fund Supported:	5.1%
Total Employees (FTEs):	7.7

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; coordinates employee wellness programs, pre-appointment physical examinations, ADA accommodations and disability leave management; purchases commercial property insurance for County-owned and/or leased buildings, and purchases other insurance for specific risks associated with operations of various departments.

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 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, boiler and machinery, and earthquake insurance policies, and works on behalf of departments and with departments to recover losses from the County's insurer.

1825 Unemployment

This program provides unemployment insurance coverage for all County employees on a self-insured basis.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Accomplishments:

- Solano County received the "Healthy Workplace Achievement" recognition in 2017 from the American Heart Association.
- Solano County was selected as one of five overall winners of Kaiser Permanente's new "Wellness Ambassador" 2018 awards program from 1,400 CalPERS accounts to recognize those who have distinguished themselves in workforce health and to acknowledge exemplary efforts to support and enhance employee wellbeing.
- Implemented an "Ergo Express" program to provide a streamlined ergonomic tune-up of workstations aimed at preventing workplace injuries.
- Formed a County work group to review County workplace safety and exposures due to the changed landscape of marijuana legalization.
- Created and implemented performance objectives and goals for the County's third-party administrator for the workers' compensation claims to reduce claims costs.

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## **WORKLOAD INDICATORS**

During the period July 1, 2017 – February 28, 2018:

- The number of reported workers' compensation claims was 245 compared to 204 during the same period in FY2016/17. Of the claims filed, 35 claims were smoke exposures due to the October 2017 fires.
- Closed 229 workers' compensation claims as compared to 183 during the same period in FY2016/17.
- Processed 1,738 FMLA/Discretionary/Labor Code 4850 leave of absence letters compared to 1,577 in FY2016/17.
- Completed 98 ergonomic evaluations of employee workspaces compared to 129 in FY2016/17. Ergo Express evaluations were introduced in FY2017/18 and 261 ergo express evaluations have been completed. Increased online access to self-evaluate workstations and training has also been provided.
- The Wellness Program conducted 4 wellness campaigns with digital challenges and 3 wellness event series held at multiple locations throughout this period.
- Employee fitness meet-ups were coordinated by the Wellness Program and Department Wellness Ambassadors. Currently, 15 weekly sessions are available in various departments around the County. In addition, 2 weekly, fee-based fitness classes are available.
- Completed 245 ADA interactive meetings compared to 140 in last fiscal year. A majority of these are related to workers' compensation claims and the return-to-work process.
- Coordinated 107 pre-appointment physicals compared to 163 in the prior fiscal year.
- 1,514 vaccines administered for the Aerosol Transmissible Disease and Blood-Borne Pathogen Cal/OSHA standard vaccine requirements compared to 1,186 in the prior year comparable period.
- Coordinated quarterly workers' compensation updates with departments to keep them apprised of their respective claims' status.
- Coordinated quarterly meetings of the Countywide Safety/Health Board comprised of senior executives in support of health and safety of the workforce.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget of \$19,726,101 represents an increase of \$4,439,524 or 29.4% in revenues and an increase of \$2,802,915 or 16.6% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, use of Fund Balance decreased by \$1,636,609 or 89.1%.

### 1821 Administration

#### Primary Funding Source

The Administration Division is funded through intrafund transfers of \$1,255,912 to the Risk Management operating divisions. These charges are estimated to increase by \$82,415 or 7% when compared to FY2017/18 Adopted Budget.

#### Primary Costs

The primary costs for the Administration Division are:

- Salaries and Employee Benefits of \$620,582, a projected increase of \$44,034 primarily due to increases in salaries and benefits costs, and workers' compensation charges.
- Services and Supplies of \$192,967 reflects a projected decrease of \$7,088 primarily due to reductions of \$3,330 in Memberships for the County's membership with CSAC as well as other risk management-related professional organizations, \$2,000 for computer refreshes, \$3,391 for professional services, \$5,346 for software maintenance/support and offset by an increase of \$7,423 in central data processing services.

## Summary of Other Administered Budgets

## 1830 – Fund 060-Risk Management Marc Fox, Director of Human Resources Other General

- Other Charges of \$436,330 are projected to increase by \$59,392 primarily due to an increase of \$54,237 in Countywide Administrative Overhead charges and \$2,000 in departmental Administrative Overhead from the Department of Human Resources for the Director's time.
- Other Financing Uses are projected to decrease \$10,923 due to a reduction in the pension obligation rate.

### Contracts

None requiring Board Action.

### Fixed Assets

None.

### 1822 Liability

The Recommended Budget of \$5,289,608 represents an increase of \$92,805 or 1.8% in revenues and a decrease of \$191,910 or 3.5% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, use of Fund Balance decreased by \$284,715 or 100%.

### Primary Funding Sources

The primary funding source for the Liability Division is \$5,068,108 from charges to user departments for their allocated share of liability insurance costs. These revenues are estimated to increase by \$96,305 or 1.9% when compared to the FY2017/18 Adopted Budget.

Miscellaneous/Other Revenue of \$220,000 is received from the Department of Health and Social Services as reimbursement for malpractice insurance payments paid on its behalf. Other Financing Sources reflects a \$1,000,000 Transfers-In from the County General Fund for unanticipated litigation exposures during the fiscal year.

### Primary Costs

The primary costs for the Liability Division are:

- Insurance – Other of \$3,425,500 reflects a decrease of \$160,057 or 4.5% due to a decrease in the preliminary insurance rates received from CSAC Excess Insurance Authority which include:
  - Primary Liability Insurance of \$698,000
  - Excess Liability Insurance of \$2,703,000
  - Pollution Program Insurance of \$13,400
  - Cyber Liability of \$7,100
  - Special Liability Insurance Program of \$4,000
- Insurance Claims of \$300,000 for primary liability insurance payments under the \$10,000 deductible limit is \$91,581 or 23.4% lower than last fiscal year.
- Malpractice Insurance of \$220,000 reflects no change when compared to last fiscal year.
- Non-Covered Liability Claims of \$1,500,000, for claims that are not covered by the Primary General Liability Program, increased by \$1,007,485.

### Contracts

None requiring Board action.

### Fixed Assets

None.

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1823 Workers' Compensation and Safety

Primary Funding Source

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 \$2,848,923 or 34.7% when compared to last fiscal year for a total recovery in FY2018/19 of \$11,069,000.

Primary Costs

The primary costs for Workers' Compensation and Safety Division are:

- Insurance – Other of \$2,778,000 reflects a decrease of \$153,000 or 5.2% due to a decrease in the preliminary insurance rates received from CSAC Excess Insurance Authority. Included are:
  - Excess Workers' Compensation Insurance of \$2,528,000
  - Department of Industrial Relations of \$250,000
- Insurance Claims of \$6,612,041 reflect an increase of \$1,769,883 or 36.6% due to higher anticipated payouts for workers' compensation insurance claims.
- Other Professional Services of \$779,468 in contracts reflect a decrease of \$6,898.

Contracts

The Recommended Budget includes a total of \$779,468 in contracted services which include the following significant contracts:

- \$434,468 for Workers' Compensation third party claims administration fees.
- \$135,000 Occu-Med contract.
- \$170,000 with Department of Health & Social Services for Occupational Health medical-related services.

Fixed Assets

None.

1824 Property

Primary Funding Source

The primary funding source for the Property Insurance Division is \$1,838,996 in charges to user departments for their allocated share of property insurance expenses. These revenues are estimated to increase by \$411,091 or 28.8% when compared to last fiscal year. For FY2018/19, the Department will use \$107,270 less in Fund Balance to offset the cost of property insurance for departments.

Primary Costs

The primary costs for the Property are:

- Insurance – Other of \$1,785,200 reflects an increase of \$273,700 or 18.1% due to higher projected insurance rates for the following programs:
  - Property Insurance of \$1,760,100
  - Bond Insurance of \$18,100
  - Airport Liability Insurance of \$3,800
  - Watercraft Insurance of \$3,200
- Insurance Claims of \$125,000 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 is increased by \$25,000 when compared to FY2017/18.

## Summary of Other Administered Budgets

## 1830 – Fund 060-Risk Management Marc Fox, Director of Human Resources Other General

### Contracts

None.

### Fixed Assets

None.

### 1825 Unemployment

### Primary Funding Source

The primary funding source for the Unemployment Insurance Division is cost recovery from departments through rates allocated based on a percentage of payroll. These revenues from charges to user departments are estimated to increase by \$62,705 when compared to last fiscal year. For FY2018/19 the Department will use \$35,701 less in Fund Balance to offset the cost of unemployment insurance for departments.

### Primary Costs

The primary costs for the Unemployment Division are Insurance Claims of \$208,202 and are projected to increase by \$22,883.

### Contracts

None requiring Board action.

### Fixed Assets

None.

## DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	154,807	106,500	127,000	20,500	19.2%
CHARGES FOR SERVICES	14,838,550	14,759,689	18,178,713	3,419,024	23.2%
MISC REVENUE	372,388	220,000	220,000	0	0.0%
OTHER FINANCING SOURCES	0	0	1,000,000	1,000,000	0.0%
<b>TOTAL REVENUES</b>	<b>15,365,745</b>	<b>15,086,189</b>	<b>19,525,713</b>	<b>4,439,524</b>	<b>29.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,016,411	1,059,705	1,146,959	87,254	8.2%
SERVICES AND SUPPLIES	13,943,349	14,959,228	16,631,303	1,672,075	11.2%
OTHER CHARGES	778,583	872,453	1,936,330	1,063,877	121.9%
OTHER FINANCING USES	32,194	31,800	11,509	(20,291)	(63.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>15,770,535</b>	<b>16,923,186</b>	<b>19,726,101</b>	<b>2,802,915</b>	<b>16.6%</b>
<b>NET GAIN(LOSS)</b>	<b>(404,790)</b>	<b>(1,836,997)</b>	<b>(200,388)</b>	<b>1,636,609</b>	<b>(89.1%)</b>
<b>STAFFING</b>					
RISK MANAGEMENT	7.7	7.7	7.7	0	0.0%
<b>TOTAL STAFFING</b>	<b>7.7</b>	<b>7.7</b>	<b>7.7</b>	<b>0</b>	<b>0.0%</b>

## SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

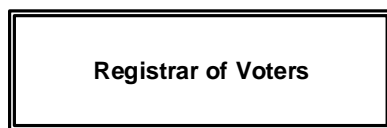
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**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

As the County is self-insured for unemployment insurance claims, the Human Resources Department, Risk Management Division, will continue to monitor unemployment insurance (UI) utilization.

**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:**

FY2017/18 Midyear Projection:	4,159,445
FY2018/19 Recommended:	4,559,098
County General Fund Contribution:	3,656,098
Percent County General Fund Supported:	80.2%
Total Employees (FTEs):	9

**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**

- Continued to work closely with the Secretary of State to implement business process improvements to the statewide voter registration system known as "VoteCal." Solano County continues to chair the VoteCal Business Process Committee providing direction on business process decisions to all 58 counties and helping the state to implement new business processes. Our role was pivotal in coordinating a third state-wide mock election to ensure the system can administer new legislative requirements and minimizing voter fraud in the 2018 June Primary election.
- Incurred election cost savings by contracting with a new print vendor for cost and production time savings.
- Through business process changes, reported a 20% increase in registered voters throughout the year with minimal operational expenses.
- Continued outreach to community partners in disseminating the election process and providing education on services offered by our office to ensure voters' needs for accessibility and alternative language requirements are being met in preparation for new requirements in future elections.
- The current schedule of elections provides for large gaps of time where community partners are not involved with our operation. This gap has made for difficulties in recruitment of polling locations causing more voters to be moved to a new location compared to previous election cycles. The ROV emphasizes this during outreach and tries to work more closely with these organizations throughout the off-election years.



**1550 – Fund 001-Registrar of Voters**  
**Ira Rosenthal, Chief Information Officer**  
**Elections**

**Functional Area Summary**

- Successfully implemented many new processes to meet legal requirements for registering underage voters, Conditional Voter Registration and automatic registration through the Department of Motor Vehicle.
- With VoteCal being established as the system of record for voter registration, the ROV is now required to:
  - Register voters on Election Day and to continue our practice of connecting e-rosters to polling places.
  - Perform pre-registration of underage voters – 16 years old and up.
  - Process voters through the new Motor Voter program which continues to increase voter registrations by 10-15% for each election.
- Anticipate a successfully conducted 2018 Statewide Primary election increasing staff efficiencies in Vote by Mail processing, voter registration processing, poll worker recruitment, and poll place operations.

**WORKLOAD INDICATORS**

- ROV staff processed a total of 83,522 voter file transactions in FY2017/18. This represents an overall voter registration increase of 8,928 new registered voters. The 4.1% increase in registrations during the fiscal year were handled primarily through the online voter registration system (6,360 records). ROV maintains significant efficiencies through the increased use of online voter registration and the statewide VoteCal system. More than 65% of all voter registration transactions are now handled via automated processing versus manual entry.
- Consistent with previous years, Vote By Mail (VBM) turnout continues at a high level and comprises a significant portion of the work for the ROV office. Approximately 68% of all voters are permanent VBM voters, and typically 75% of the voters return their ballots each election. In addition, over 25% of VBM voters return their ballots at the polls or in the ROV office on Election Day. The ROV continues to receive 25% of the VBM returns on election day and has implemented procedures to process most of them on election night.
- ROV has implemented a significant number of legislative changes, modifying election processing. These changes along with cross-training of staff have required conducting multiple test or mock elections to ensure procedures are updated and the system works according to legislative desires. The ROV staff has been involved with three internal test elections and one coordinated state-wide mock election in addition to the scheduled June Primary Election.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ELECTIONS	1,605,369	32,600	903,000	870,400	2669.9%
<b>TOTAL REVENUES</b>	<b>1,605,369</b>	<b>32,600</b>	<b>903,000</b>	<b>870,400</b>	<b>2669.9%</b>
<b>APPROPRIATIONS</b>					
ELECTIONS	4,456,080	4,130,500	4,559,098	428,598	10.4%
<b>TOTAL APPROPRIATIONS</b>	<b>4,456,080</b>	<b>4,130,500</b>	<b>4,559,098</b>	<b>428,598</b>	<b>10.4%</b>
<b>NET COUNTY COST</b>					
ELECTIONS	2,850,711	4,097,900	3,656,098	(441,802)	(10.8%)
<b>NET COUNTY COST</b>	<b>2,850,711</b>	<b>4,097,900</b>	<b>3,656,098</b>	<b>(441,802)</b>	<b>(10.8%)</b>
<b>STAFFING</b>					
ELECTIONS	9	9	9	0	0.0%
<b>TOTAL STAFFING</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$870,400 or 2,669.9% in revenues and an increase of \$428,598 or 10.4% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the Net County Cost decreased by \$441,802 or 10.8%.

Primary Funding Sources

The primary funding source for the Department is General Fund, which comprises of \$3,656,098 or 80.2% of the Recommended Budget.

The FY2018/19 Recommended Budget includes a \$870,400 or 2,669.9% net increase in revenues. To the greatest extent permitted by law, ROV costs are billed to the entities participating in each election. Generally, federal and state election costs are borne by the County, which is the case in the FY2017/18 Primary election. In FY2018/19 there is one scheduled election, the November 2018 General Election, where costs of conducting elections are reimbursable by cities, school districts and special districts. Revenue for election services includes \$880,000 for election reimbursements and \$20,000 for State grants.

Primary Costs

The FY2018/19 Recommended Budget of \$4,559,098 includes a \$428,598 or 10.4% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$178,820 or 12.4% as a result of increases in salary and employee benefit costs and increased use of Extra Help for the anticipated high-turnout during the November 2018 General Election and required State changes in voting process.
- Services and Supplies reflect an increase of \$212,285 or 10.0% primarily due to anticipation of needs for the 2018 Gubernatorial General
- Other Charges reflect an increase of \$101,620 or 21.7% primarily due to an increase in Countywide Administration Overhead.

Contracts

The FY2018/19 Recommended Budget includes a total of \$299,959 or 12.8% in contracted services and other professional services which includes the following significant contracts:

- \$100,000 for drayage.
- \$70,780 for poll worker management system and online training.
- \$35,000 for ballot access application for military/overseas voters.

Fixed Assets

None.

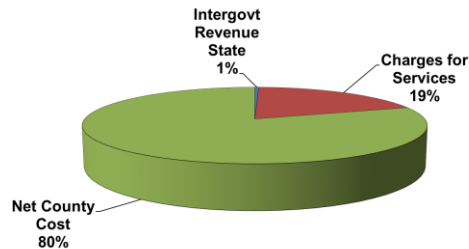
**DEPARTMENT COMMENTS**

The ROV's FY2017/18 budget includes an increase in anticipated extra-help, services and supplies. The Department continues to review business process improvements to further streamline services and reduce operating costs.

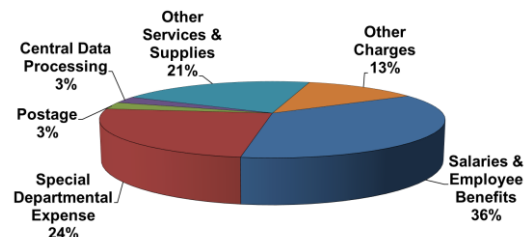
The ROV also continues to evaluate opportunities to reduce direct operational costs. In addition to evaluating print vendors, annual maintenance contracts, and taking advantage of State provided services, ROV will continue to evaluate "low performing" polling places and utilization of County owned facilities for future polling places where possible.

The ROV continues to meet with stakeholders throughout the calendar year to discuss election process changes and how these changes may impact the citizens of Solano County.

**SOURCE OF FUNDS**



**USE OF FUNDS**



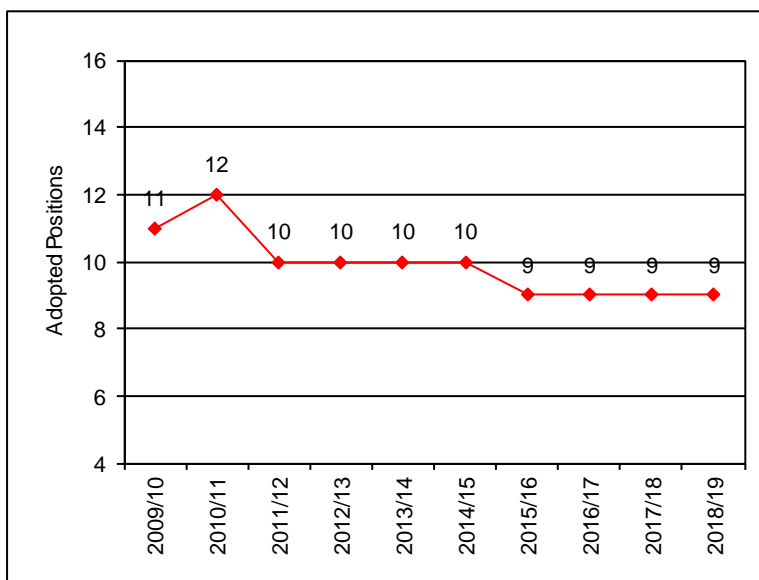
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	234,055	5,600	20,000	14,400	257.1%
INTERGOVERNMENTAL REV FEDERAL	12,207	0	0	0	0.0%
CHARGES FOR SERVICES	1,353,907	27,000	883,000	856,000	3170.4%
MISC REVENUE	5,200	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,605,369</b>	<b>32,600</b>	<b>903,000</b>	<b>870,400</b>	<b>2669.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,487,173	1,441,966	1,620,786	178,820	12.4%
SERVICES AND SUPPLIES	2,483,030	2,122,351	2,334,636	212,285	10.0%
OTHER CHARGES	367,468	467,398	569,018	101,620	21.7%
F/A EQUIPMENT	7,114	23,000	0	(23,000)	(100.0%)
OTHER FINANCING USES	33,530	32,785	11,658	(21,127)	(64.4%)
INTRA-FUND TRANSFERS	77,764	43,000	23,000	(20,000)	(46.5%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,456,080</b>	<b>4,130,500</b>	<b>4,559,098</b>	<b>428,598</b>	<b>10.4%</b>
<b>NET COUNTY COST</b>	<b>2,850,711</b>	<b>4,097,900</b>	<b>3,656,098</b>	<b>(441,802)</b>	<b>(10.8%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

There is a \$441,802 decrease in Net County Cost when compared to the FY2017/18 Adopted Budget. Having the Gubernatorial General election consolidated with all municipalities, school and special districts in the fiscal year results in an increase in revenue. The Department continues to implement automation projects which will continue to decrease ROV expenses.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

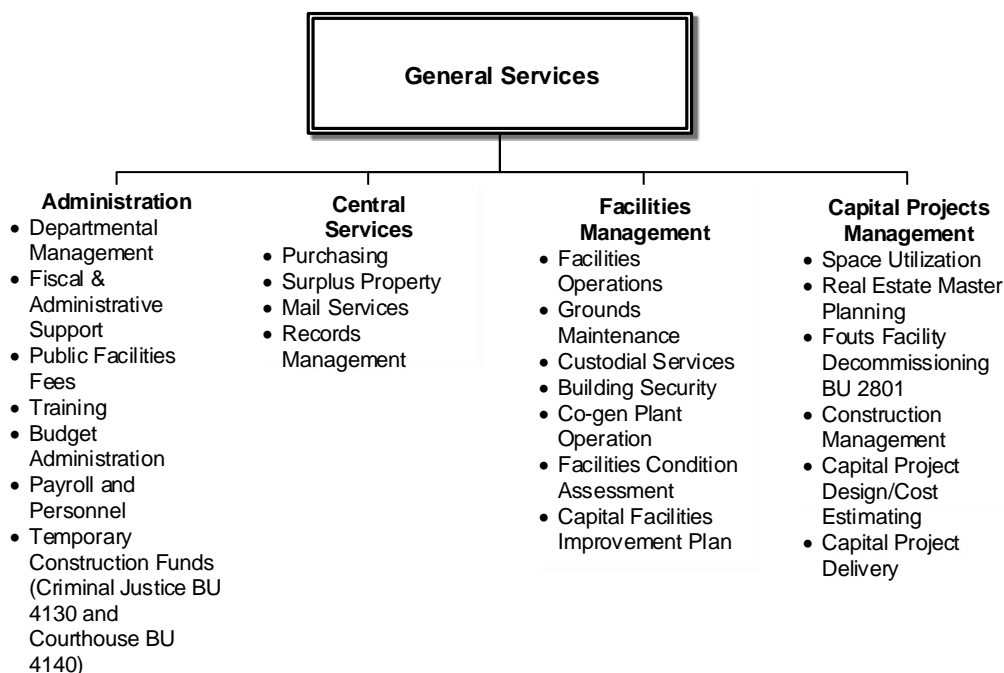
**STAFFING TREND****PENDING ISSUES AND POLICY CONSIDERATIONS**

In addition to the major changes the ROV implemented in 2018, counties will have the choice of adopting a new model of voting in 2020 elections and beyond. The new model called "Voters Choice" requires mailing all voters a ballot and allowing them to choose to return it by mail or vote in-person at one of 25 "vote centers" around the County. The "Vote Centers" would replace the existing 100 polling places but would require all services provided by the ROV. This new model has substantial start-up costs and is operationally quite different from existing election administration models. There is a potential for matching grant funding by the state. This change would also require technology for connections at polling places to be upgraded to allow for voter registration at all vote centers. With this change, we anticipate that California will be conducting elections that include sending a vote by mail ballot to all voters, increasing our VBM workload significantly.

These changes to voting methods in California would also require new voting equipment both for VBM and Vote Center voters. Our current voting system was purchased in 2004 for \$4,187,648. Current estimates for replacements range from \$2,175,000 to \$4,675,000 depending on a variety of solutions. The ROV has roughly \$800,000 available in voting equipment grant funding; however, the remainder of the costs will be an expense to the General Fund. ROV will continue to monitor these estimated costs as additional vendors certify voting systems creating competition in the California market to determine the best working solution for the County's needs.

Michael J. Lango, Director of General Services

Other General



## DEPARTMENTAL PURPOSE

The purpose of the Department of General Services is to provide County Departments with reliable, quality, innovative support services in the areas of facilities management, capital projects management and central services that promote a clean, safe and healthy place to live, learn, work and play.

### Budget Summary:

FY2017/18 Midyear Projection:	19,137,099
FY2018/19 Recommended:	20,404,657
County General Fund Contribution:	2,253,152
Percent County General Fund Supported:	11.0%
Total Employees (FTEs):	88

## FUNCTION AND RESPONSIBILITIES

### Administration

Sets and administers departmental policies and procedures and monitors for compliance; provides financial administration and fiscal control; manages personnel and payroll; provides administrative support for the Department's six operating divisions; and administers the County's capital projects and departmental budgets.

### Central Services

Provides support services to County departments, including purchasing, surplus property disposal, mail and courier services, central records storage, and support to the County Historical Records Commission.

### Facilities Operations

#### • Building Maintenance

Provides a comprehensive facilities operations and management program including project support services, HVAC, electrical, life safety, building security services, and plumbing systems maintenance for the counties over 2 million sq. ft. buildings and associated grounds including parking lots. Facilities Operations also oversees the County's energy management functions, which include operating and maintaining a cogeneration plant, solar arrays, monitoring of utility usage, and developing and implementing utility efficiency measures and projects.

- Grounds Maintenance

Provides a comprehensive landscaping program to include maintaining turf, shrubs, trees, gardens, irrigation systems and weed/litter control on county owned property.

- Custodial Services

Provides a comprehensive custodial program to include daily cleaning, floor and carpet care, window washing, floor restoration, recycling, and procurement of sanitary products for county owned facilities.

#### Capital Projects Management

Leads capital improvement planning, development, and facility renewal of new and existing County facilities by providing comprehensive project management services. Capital Projects funding is included in Accumulated Capital Outlay (BU 1700).

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

#### Challenges:

- Implement a new Computerized Maintenance Management System to include training for requestors, users, and administrators. Develop standardized workflow practices and integration of handheld technology to optimize the new system and improve labor reporting efficiencies and increase productivity. Develop Key Performance Indicators to measure operational effectiveness. (Facilities Management)
- As Solano County continues to expand the square footage of building space it maintains, the Department of General Services, Facilities and Custodial divisions, are reviewing staffing models to maintain the growing space, including the associated ground work and parking lot maintenance. (Facilities Management)
- Implement a robust preventive maintenance program to extend the lifecycle of building infrastructure reducing downtime, failures, and costs associated with reacting to emergencies. (Facilities Management)

#### Accomplishments:

- Updated the Department's Policies to reflect current department programs and strategic plans. (*Administration*)
- Identified priority Capital Renewal projects recommended for funding in FY2018/19 based on findings from the 2016 Facility Condition Assessment of County buildings consistent with the Board of Supervisor's direction to maintain County real estate assets in good condition over time. (*Capital Projects Management*)
- Initiated construction of the SB 1022 Sheriff Classroom/Vocational Training facility. (*Capital Projects Management*)
- Increased use of the Cal Card procurement card by 5%, with annual expenditures of \$1,960,202, resulting in rebates of \$26,388 deposited into the County General Fund. (*Central Services*)
- Updated the County Purchasing and Contracting Policy Manual. (*Central Services*)
- Conducted Countywide training on Personal Property Surplus and Mail Services policies and procedures to improve efficiencies and effectiveness of operations. (*Central Services*)
- Continue work on managing records and historical records including updating and developing policies, procedures, and an action plan for the preservation of County historical records. (*Central Services*)
- Completed installation of 201 flow plumbing fixtures in 13 county owned facilities to reduce water consumption. The project was executed in conjunction with local water purveyors at no cost to the County. (*Facilities Management*)
- Completed audit of the 2014 Napa Earthquake repairs and provided the Federal Emergency Management Agency (FEMA) with all required support documentation necessary for reimbursement. (*Facilities Management*)

Michael J. Lango, Director of General Services  
Other General

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## WORKLOAD INDICATORS

### Administration

- Responsible for the oversight and fiscal management of 14 departmental budgets, totaling approximately \$100 million. These departmental budgets include 121 individual budgets requiring direct oversight and fiscal management.
- Processed over 11,000 invoices totaling over \$22 million in payments and tracked 505 departmental purchase orders. Responsible for tracking 125 Countywide utility accounts (52 Gas/Electric, 17 Garbage & 56 Water).
- From March 2017 through February 2018 processed 213 personnel actions, audited 85 employees time studies each pay-period to ensure accurate documentation of time for billing purposes, and scheduled/completed 277 mandated trainings for over 100 employees.
- Managed cost accounting and financial reporting associated with over 75 capital projects in FY2017/18 with a value of approximately \$43.6 million.

### Central Services

- Processed 1,095 purchase orders and processed 50 bids and RFPs from March 1, 2017 through February 2018.
- Provided oversight and support for County records storage services to ensure appropriate retention period in accordance with County retention schedules and policies.
- Completed 355 County surplus property moves in FY2016/17
- Processed 129 equipment movement reports.
- Administered and managed 7 County-Wide contracts for various services used by County departments.
- Processed and metered 912,794 individual pieces of USPS mail.
- Conducted 1,304 surplus auctions and recyclable materials, generated \$64,314 in revenues for the General Fund.

### Facilities Management

- Completed 8,147 work orders for maintenance and improvements of County facilities.
- Produced over 12,112,000 kilowatt hours of electricity from the County's Cogeneration Plant and 4 Photovoltaic Facilities on County campuses.
- Processed 231 purchase orders for services and supplies in support of Facilities Management.
- Processed over 2,056 invoices for payments pertaining to facilities services, supplies, and equipment.

### Capital Projects Management

- Managed over 75 design, planning, and construction projects with a total value of \$43.6 million in FY2017/18.
- Processed and reviewed over 500 furniture/work station requests including add, move and changes for County departments.
- Maintained space utilization and document databases for 2.5 million square feet of County facilities.

## Functional Area Summary

## 1117 – Fund 001-General Services Michael J. Lango, Director of General Services Other General

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	976,968	1,023,729	1,084,219	60,490	5.9%
CAPITAL PROJECTS MANAGEMENT	1,146,567	1,721,700	1,662,651	(59,049)	(3.4%)
CENTRAL SERVICES	2,014,563	2,124,770	2,126,284	1,514	0.1%
FACILITIES MAINTENANCE	10,339,107	11,385,057	13,278,351	1,893,294	16.6%
<b>TOTAL REVENUES</b>	<b>14,477,205</b>	<b>16,255,256</b>	<b>18,151,505</b>	<b>1,896,249</b>	<b>11.7%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	1,437,329	1,470,745	1,538,772	68,027	4.6%
CAPITAL PROJECTS MANAGEMENT	1,479,213	2,081,920	1,789,141	(292,779)	(14.1%)
CENTRAL SERVICES	1,639,369	1,975,706	1,982,751	7,045	0.4%
FACILITIES MAINTENANCE	12,068,402	13,479,113	15,093,993	1,614,880	12.0%
<b>TOTAL APPROPRIATIONS</b>	<b>16,624,313</b>	<b>19,007,484</b>	<b>20,404,657</b>	<b>1,397,173</b>	<b>7.4%</b>
<b>NET COUNTY COST</b>					
ADMINISTRATION	460,362	447,016	454,553	7,537	1.7%
CAPITAL PROJECTS MANAGEMENT	332,646	360,220	126,490	(233,730)	(64.9%)
CENTRAL SERVICES	(375,195)	(149,064)	(143,533)	5,531	(3.7%)
FACILITIES MAINTENANCE	1,729,295	2,094,056	1,815,642	(278,414)	(13.3%)
<b>NET COUNTY COST</b>	<b>2,147,108</b>	<b>2,752,228</b>	<b>2,253,152</b>	<b>(499,076)</b>	<b>(18.1%)</b>
<b>STAFFING</b>					
ADMINISTRATION	9	9	9	0	0.0%
ARCHITECTURAL SERVICES	6	6	6	0	0.0%
CENTRAL SERVICES	11	11	11	0	0.0%
FACILITIES MAINTENANCE	61	62	62	0	0.0%
<b>TOTAL STAFFING</b>	<b>87</b>	<b>88</b>	<b>88</b>	<b>0</b>	<b>0.0%</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$1,896,249 or 11.7% in revenues and an increase of \$1,397,173 or 7.4% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the Net County Cost is decreased by \$499,076 or 18.1%.

#### Primary Funding Sources

The primary funding source for the Department is Charges for Services, which comprises \$17,396,707 or 85.3% of the total revenue.

The FY2018/19 Recommended Budget includes a \$1,896,249 or 11.7% net increase in revenues primarily due to a \$2,059,716 or 13.4% increase in Charges for Services resulting from an increase in Countywide Administrative Overhead revenue reimbursement for operational costs from County departments for their share of facilities maintenance, custodial services, grounds maintenance, central purchasing and architectural services.

#### Primary Costs

The FY2018/19 Recommended Budget includes a \$1,397,173 or 7.4% net increase in appropriations primarily due to:

- Salaries and Employee Benefits reflect an increase of \$519,560 or 5.3% as a result of increases in salary and employee benefit costs, merit/longevity increases and compensation insurance charged by Risk Management.
- Services and Supplies reflect an increase of \$910,344 or 10.9% due to increases in equipment maintenance for the overhaul of the main engine at Cogeneration plant, building maintenance resulting from the need to for fire suppression



**Michael J. Lango, Director of General Services**  
**Other General**

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system testing and maintenance for all county facilities to achieve regulatory compliance, central data processing, utility costs and software costs primarily for the electronic procurement software to increase procurement efficiencies. These increases are offset by a decrease in Purchases for Resale due to a reduction in postage and small projects materials/service requests.

- Other Charges reflects a decrease of \$95,498 or 10.2% primarily due to a reduction in cost allocation plan charges for the Capital Projects Management Division and CAC Building Charges for all Divisions for the space allocated within the CAC. This is the second year of true-ups for the Capital Projects Management Division since their function was removed from the cost allocation plan and converted to a direct billing model for cost reimbursement. These reductions are partially offset by an increase in Fairfield campus security charges provided by Sheriff's Office which includes increased staffing costs.
- Fixed Assets reflect an increase of \$170,513 or 682.1% attributable to the purchase of equipment such as multidirectional lift with outriggers, utility trailer, battery and charger for \$135,812 which will allow the facilities division to conduct all indoor and outdoor maintenance above 14 feet; a portable reciprocating machinery maintenance analyzer which includes a multiple event encoder; and a work station license and a wireless encoder link for \$59,701 which are necessary to implement an enhanced preventive maintenance program protecting the integrity of the Cogeneration plant by minimizing down time through proactive and predictive planning for timely equipment renewal and replacement to avoid critical failure.
- Other Financing Uses reflects a decrease of \$140,296 or 52.5% due to a reduction in the Pension Obligation bond rate offset by Transfers-Out to Fleet for the purchase of one vehicle for the Facilities Division.

#### Contracts

The FY2018/19 Recommended Budget includes a total of \$929,442 for contracted services and professional services which include the following significant contracts:

- \$200,000 for hazmat handling, fire suppression system inspection/certification, elevator inspection/certification, Underground storage tank inspection/certification services, Uninterruptible Power Supply testing services
- \$177,000 for field inspection and quality assurance project services.
- \$170,000 for carpet cleaning services.
- \$120,000 for advanced diagnostic and engineering services.
- \$125,000 for palm tree care and maintenance services.
- \$60,000 for window care and maintenance services.
- \$50,000 for building automation systems software assessment.
- \$26,798 for mailing services (presorting of bar code).

#### Fixed Assets

The FY2018/19 Recommended Budget includes a total of \$195,513 for Fixed Assets which include the following:

- \$135,812 for multidirectional lift for the facilities operations division.
- \$59,701 for portable reciprocating machinery maintenance analyzer for use in the cogeneration plant.

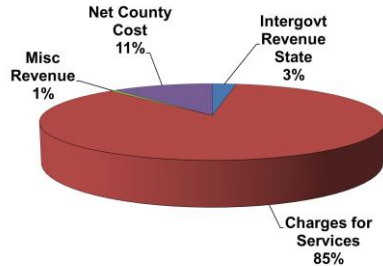
#### **DEPARTMENT COMMENTS**

None.

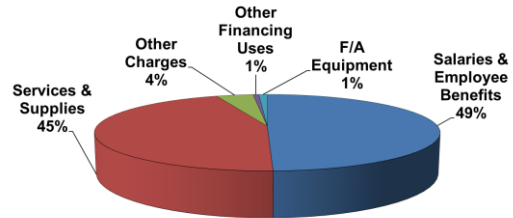
## Functional Area Summary

## 1117 – Fund 001-General Services Michael J. Lango, Director of General Services Other General

### SOURCE OF FUNDS



### USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	11,051	13,500	11,844	(1,656)	(12.3%)
INTERGOVERNMENTAL REV STATE	590,589	580,000	536,000	(44,000)	(7.6%)
CHARGES FOR SERVICES	13,582,717	15,336,991	17,396,707	2,059,716	13.4%
MISC REVENUE	219,975	220,098	140,954	(79,144)	(36.0%)
OTHER FINANCING SOURCES	72,873	104,667	66,000	(38,667)	(36.9%)
<b>TOTAL REVENUES</b>	<b>14,477,205</b>	<b>16,255,256</b>	<b>18,151,505</b>	<b>1,896,249</b>	<b>11.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	8,797,255	9,728,741	10,248,301	519,560	5.3%
SERVICES AND SUPPLIES	7,280,115	8,361,620	9,271,964	910,344	10.9%
OTHER CHARGES	608,814	933,376	837,878	(95,498)	(10.2%)
F/A EQUIPMENT	47,041	25,000	195,513	170,513	682.1%
OTHER FINANCING USES	247,295	267,185	126,889	(140,296)	(52.5%)
INTRA-FUND TRANSFERS	(356,208)	(308,438)	(275,888)	32,550	(10.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>16,624,313</b>	<b>19,007,484</b>	<b>20,404,657</b>	<b>1,397,173</b>	<b>7.4%</b>
<b>NET COUNTY COST</b>	<b>2,147,108</b>	<b>2,752,228</b>	<b>2,253,152</b>	<b>(499,076)</b>	<b>(18.1%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

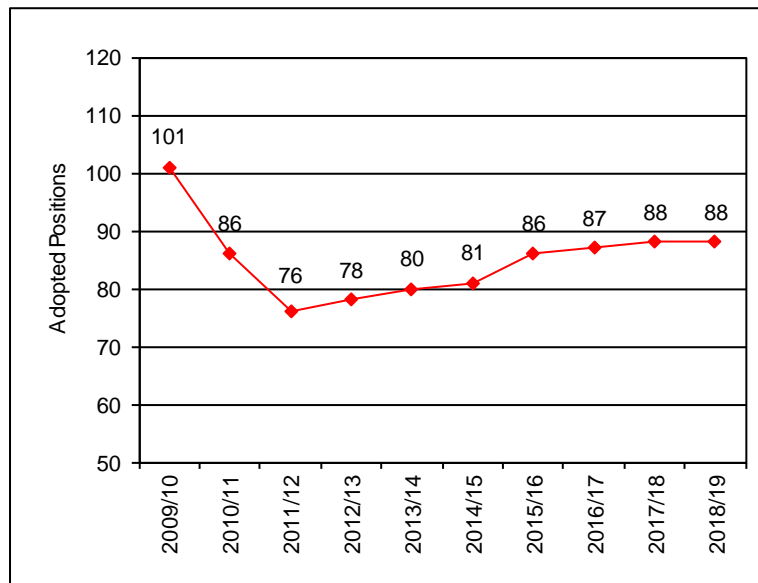
None.

### SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

Michael J. Lango, Director of General Services  
Other General

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**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	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1640 REAL ESTATE SERVICES	1,060,410	974,544	1,011,472	36,928	3.8%
3100 FLEET MANAGEMENT	5,117,631	5,076,035	5,478,775	402,740	7.9%
9000 AIRPORT	1,725,341	1,793,354	1,838,513	45,159	2.5%
9010 AIRPORT SPECIAL PROJECTS	802,669	235,459	3,444,250	3,208,791	1362.8%
9050 SPECIAL AVIATION	10,006	10,000	10,000	0	0.0%
2801 FOOTS SPRINGS RANCH	113,373	503,000	503,000	0	0.0%
<b>APPROPRIATIONS</b>					
1640 REAL ESTATE SERVICES	837,183	729,641	920,643	191,002	26.2%
3100 FLEET MANAGEMENT	4,995,400	5,556,475	5,899,798	343,323	6.2%
9000 AIRPORT	1,743,933	1,831,954	1,496,032	(335,922)	(18.3%)
9010 AIRPORT SPECIAL PROJECTS	833,167	253,526	3,504,975	3,251,449	1282.5%
9050 SPECIAL AVIATION	10,000	10,000	10,000	0	0.0%
2801 FOOTS SPRINGS RANCH	747,880	881,707	518,300	(363,407)	(41.2%)
<b>NET CHANGE</b>					
1640 REAL ESTATE SERVICES	(223,227)	(244,903)	(90,829)	154,074	(62.9%)
3100 FLEET MANAGEMENT	(122,231)	480,440	421,023	(59,417)	(12.4%)
9000 AIRPORT	18,592	38,600	(342,481)	(381,081)	(987.3%)
9010 AIRPORT SPECIAL PROJECTS	30,498	18,067	60,725	42,658	236.1%
9050 SPECIAL AVIATION	(6)	0	0	0	0.0%
2801 FOOTS SPRINGS RANCH	634,507	378,707	15,300	(363,407)	(96.0%)

A summary of the budgets administered by the General Services Department is provided on the following pages.

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**DEPARTMENTAL PURPOSE**

The Real Estate Services program provides real estate and property management services in support of the County's operational needs and is a part of the General Services Department.

**FUNCTION AND RESPONSIBILITIES**

Real Estate Services manages the County's portfolio of real estate assets to evaluate disposition and development potential, adaptive reuse, and to minimize operating expenses and maximize revenues, including but not limited to, the acquisition, sale, and lease of real properties. In addition, Real Estate Services administers the franchise agreements with service providers for the collection of garbage, recyclables, and yard waste in the unincorporated areas of the County. Real Estate Services is also responsible for the management of the County Events Center and the County Administration Center common conference rooms.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Received approximately \$30,000 in one-time General Fund revenues from thirty-six private rental events held at the County Events Center.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$36,928 or 3.8% in revenues and an increase of \$191,002 or 26.2% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the Net County Cost increased by \$154,074 or 62.9%.

Primary Funding Sources

The primary funding source for the Real Estate Services is Building Rental and Leases, which reflects a \$31,561 increase. Garbage franchise revenue also reflects a \$6,702 increase. A net decrease of \$1,335 in Charges for Services is primarily due to decreased billable work for capital projects.

Primary Costs

The FY2018/19 Recommended Budget includes a \$191,002 or 26.2% net increase in appropriations when compared to the FY2017/18 Adopted Budget, primarily due to \$122,253 increase in Countywide Cost Allocation Plan Costs resulting from roll forward adjustments in the Plan for costs attributed to Real Estate Services and a \$66,768 increase in Service and Supplies due to insurance costs charged through Risk Management.

Contracts

None requiring Board action.

Fixed Assets

None.

**Summary of Other Administered Budgets****1640 – Fund 001-Real Estate Services  
Michael J. Lango, Director of General Services  
Property Management**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	154,635	149,815	156,517	6,702	4.5%
REVENUE FROM USE OF MONEY/PROP	855,949	775,965	807,526	31,561	4.1%
CHARGES FOR SERVICES	49,826	48,764	47,429	(1,335)	(2.7%)
<b>TOTAL REVENUES</b>	<b>1,060,410</b>	<b>974,544</b>	<b>1,011,472</b>	<b>36,928</b>	<b>3.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	173,636	178,755	186,717	7,962	4.5%
SERVICES AND SUPPLIES	84,605	111,281	178,049	66,768	60.0%
OTHER CHARGES	582,648	448,011	570,260	122,249	27.3%
OTHER FINANCING USES	5,254	5,291	1,814	(3,477)	(65.7%)
INTRA-FUND TRANSFERS	(8,961)	(13,697)	(16,197)	(2,500)	18.3%
<b>TOTAL APPROPRIATIONS</b>	<b>837,183</b>	<b>729,641</b>	<b>920,643</b>	<b>191,002</b>	<b>26.2%</b>
<b>NET COUNTY COST</b>	<b>(223,227)</b>	<b>(244,903)</b>	<b>(90,829)</b>	<b>154,074</b>	<b>(62.9%)</b>
<b>STAFFING</b>					
REAL ESTATE	1	1	1	0	0.0%
<b>TOTAL STAFFING</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0.0%</b>

**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.

**Michael J. Lango, Director of General Services**  
**Other General**

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## **DEPARTMENTAL PURPOSE**

Fleet Management provides comprehensive low emission and advanced technology fleet management and transportation services to County departments, two cities and six 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 five fuel sites, and acquisition and disposal of vehicles and equipment. Fleet Management is a Division of the General Services Department.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Five new hybrid vehicles were purchased in FY2017/18 in addition to the 66 hybrids already in service.
- 92% of gasoline powered vehicles in the County fleet are certified low emission vehicles.
- There are 65 vehicles on replacement plan for FY2018/19, in addition to department requests to add 3 new vehicles to the fleet.

## **WORKLOAD INDICATORS**

- Maintains and services 504 County vehicles including 65 vehicles leased to outside agencies.
- Maintains and services over 125 Department owned vehicles and heavy equipment including road graders, loaders, and other public works type heavy equipment.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$402,740 or 7.9% in revenues and an increase of \$343,323 or 6.2% in appropriations when compared to the FY2017/18 Adopted Budget.

### Primary Funding Source

The primary funding source is Charges for Services with revenues of \$5,051,199 representing an increase of \$230,699 or 4.8% when compared to the FY2017/18 Adopted Budget. This revenue is primarily comprised of Vehicle Rental Fees, Other Charges for Services, and Fuel and Oil delivery. In FY2018/19, based on an increase in vehicle costs, the Department recommends to draw funds from reserves for the purchase of vehicles under the replacement plan.

### Primary Costs

The FY2018/19 Recommended Budget includes \$5,899,798 in appropriations representing a \$343,323 or 6.2% net increase due to the following:

- Salaries and Employee Benefits of \$1,276,922 reflect an increase of \$34,034 or 2.7% due to approved increases in salaries, retirement benefits and health insurance costs.
- Services and Supplies of \$2,014,188 reflects a net decrease of \$48,047 or 2.3% primarily due to reduced telephone services and software purchase costs.
- Other Charges of \$385,379 reflect an increase of \$122,598 or 46.7% primarily due to increased Countywide Administrative Overhead costs.
- Fixed Assets of \$2,173,778 which is expected to increase by \$219,899 or 11.3% due to more vehicles requiring replacement in FY2018/19 based on the replacement schedule and the increased cost of hybrid purchases which are at least 40% more than the non-hybrid vehicles.

### Contracts

None requiring Board Action.

### Fixed Assets

The FY2018/19 Recommended Budget includes \$2,173,778 for vehicle purchases.

**Summary of Other Administered Budgets****3100 – Fund 034-Fleet Management  
Michael J. Lango, Director of General Services  
Other General****DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUALS</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	26,574	15,000	20,500	5,500	36.7%
CHARGES FOR SERVICES	4,593,574	4,820,500	5,051,199	230,699	4.8%
MISC REVENUE	101,475	75,569	75,569	0	0.0%
OTHER FINANCING SOURCES	396,008	164,966	191,507	26,541	16.1%
FROM RESERVE	0	0	140,000	140,000	0.0%
<b>TOTAL REVENUES</b>	<b>5,117,631</b>	<b>5,076,035</b>	<b>5,478,775</b>	<b>402,740</b>	<b>7.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,072,115	1,242,888	1,276,922	34,034	2.7%
SERVICES AND SUPPLIES	1,664,445	2,062,235	2,014,188	(48,047)	(2.3%)
OTHER CHARGES	234,951	262,781	385,379	122,598	46.7%
F/A EQUIPMENT	1,991,833	1,953,879	2,173,778	219,899	11.3%
OTHER FINANCING USES	32,056	34,692	49,531	14,839	42.8%
<b>TOTAL APPROPRIATIONS</b>	<b>4,995,400</b>	<b>5,556,475</b>	<b>5,899,798</b>	<b>343,323</b>	<b>6.2%</b>
<b>NET GAIN(LOSS)</b>	<b>122,231</b>	<b>(480,440)</b>	<b>(421,023)</b>	<b>59,417</b>	<b>(12.4%)</b>
<b>STAFFING</b>					
FLEET	10	10	10	0	0.0%
<b>TOTAL STAFFING</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>0.0%</b>

**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.



**Michael J. Lango, Director of General Services  
Public Ways**

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**DEPARTMENTAL PURPOSE**

The General Services Department is responsible for providing a safe, convenient, well-maintained regional airport 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**

- All office and hangar spaces at the Airport are at 100% occupancy. The Airport's current waiting list for hangar space has increased considerably over the last 4-years. The Airport's aircraft tie-down apron is also nearing capacity.
- The Airport is in the process of designing new County rental hangars and office building remodels including renovation of unoccupied offices to provide added business operating space. The airport completed a re-roofing project of the County's Hangar - A building which contains aircraft repair services, car rental services and the future renovated office spaces.
- In coordination with the Federal Aviation Administration (FAA) the Airport updated the Airport Capital Improvement Plan (ACIP) for 2018 - 2023 which identifies FAA funding on eligible capital improvement projects.
- In collaboration with the City of Vacaville, Solano Community College, Jimmy Doolittle Center, and the Solano County Water Agency, the Airport completed the East Grove Tree Obstruction Removal Project. The project involved the removal of numerous large trees in compliance with FAA, State and local airspace protection standards and policies regarding safe navigable airspace.

**WORKLOAD INDICATORS**

- The Airport manages, operates and maintains the airport fuel system, and provides fuel services and retail sales of aviation fuel to the flying public, including over 135,000 gallons of fuel sold and involving 7,050 customer transactions during FY2016/17. Fuel sales in FY2016/17 generated \$545,745 in Airport operating revenue.
- The Airport plans, manages and implements airport capital projects and obtains federal and state funding. With the financial assistance of the FAA and private property owners the Airport completed \$726,972 in capital and air safety improvements in FY2016/17.
- The Airport is further implementing the Airport Business Plan through the marketing of business and aeronautical development properties and opportunities and through development of additional County rental hangars and rental office spaces.
- The Airport manages, rents and maintains 69 County hangars and administers 39 private corporate ground leases, seven office space leases, and an average of 59 airplane tie-down rentals generating approximately 1,470 rental transactions and total rent revenue during FY2016/17 in the amount of \$602,155.
- The Airport maintains 301 acres of Airport property, and operates infrastructure and airport systems including runway and taxiway lighting and navigation 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 represents an increase of \$45,159 or 2.5% in revenues and a decrease of 335,922, or 18.3% in appropriations when compared to the FY2017/18 Adopted Budget.

Primary Funding Sources

- Property Tax revenues in the amount of \$398,204 which reflects an increase of \$15,315 or 4% when compared to the FY2017/18 Adopted Budget.

## Summary of Other Administered Budgets

**9000 – Fund 047-Airport**  
**Michael J. Lango, Director of General Services**  
**Public Ways**

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- Revenue from Use of Money/Prop in the amount of \$633,926 which reflects an increase of 30,008 or 5% primarily due to increase of \$12,599 attributed to interest income due to anticipated increase in cash balance and an additional increase of \$21,162 in leases, due to the automatic annual increases in private hangar rates per ground lease contracts and increase in hangar occupancy and business activity.
  - Charges for Services in the amount of \$753,302, which reflects an increase of \$5,252 or .7% primarily due to increase in fuel costs.

### Primary Costs

- Salaries and Employee Benefits of \$431,530, which represents a net increase of \$8,530 or 2% due to increases in wages and retirement costs offset by decrease in overtime costs.
- Services and Supplies of \$931,964, which represents a net increase of \$5,422 or .6% due to increase in central data processing services offset by a decrease in special departmental expense for a parcel bond which was paid off in FY2017/18.
- Other Charges of \$128,223, which represents a decrease of \$26,407 or 17.1% largely due to a decrease in Countywide Administrative Overhead charges.
- Intrafund Transfers represents a decrease of \$315,192 or 100% primarily due to a change in the Departments' methodology for utilizing Fund Balance for Airport Special Projects. In the prior year, the Department would account for the use of Fund Balance for capital projects in this budget and then reflect an Interfund Transfer to Airport Special Projects (BU 9010). Beginning in FY2018/19 the Department is reflecting the use of Fund Balance directly in Airport Special Projects, eliminating the need for the Interfund Transfers-In the Airport.

### Contracts

None requiring Board action.

### Fixed Assets

None.

## **DEPARTMENT COMMENTS**

The Airport is planning for the future and has developed a business plan in order to identify and implement the development of short and long-term capital facilities and additional business development and revenue opportunities.

**9000 – Fund 047-Airport****Summary of Other Administered Budgets**

**Michael J. Lango, Director of General Services**  
**Public Ways**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUALS</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	387,912	382,889	398,204	15,315	4.0%
REVENUE FROM USE OF MONEY/PROP	666,699	603,918	633,926	30,008	5.0%
INTERGOVERNMENTAL REV STATE	3,657	3,612	3,612	0	0.0%
INTERGOVERNMENTAL REV OTHER	1,790	935	935	0	0.0%
CHARGES FOR SERVICES	604,502	748,050	753,302	5,252	0.7%
MISC REVENUE	50,781	43,950	38,534	(5,416)	(12.3%)
OTHER FINANCING SOURCES	10,000	10,000	10,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,725,341</b>	<b>1,793,354</b>	<b>1,838,513</b>	<b>45,159</b>	<b>2.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	400,721	423,000	431,530	8,530	2.0%
SERVICES AND SUPPLIES	792,863	926,542	931,964	5,422	0.6%
OTHER CHARGES	209,171	154,630	128,223	(26,407)	(17.1%)
OTHER FINANCING USES	12,377	12,590	4,315	(8,275)	(65.7%)
INTRA-FUND TRANSFERS	328,801	315,192	0	(315,192)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,743,933</b>	<b>1,831,954</b>	<b>1,496,032</b>	<b>(335,922)</b>	<b>(18.3%)</b>
<b>NET GAIN(LOSS)</b>	<b>(18,592)</b>	<b>(38,600)</b>	<b>342,481</b>	<b>381,081</b>	<b>(987.3%)</b>
<b>STAFFING</b>					
AIRPORT	3	3	3	0	0.0%
<b>TOTAL STAFFING</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Beginning in FY2018/19 the Department is reflecting the use of Fund Balance directly in Airport Special Projects (BU 9010) eliminating the need for the Interfund Transfer from the Airport to Airport Special Projects. This change in methodology resulted in a decrease in Intrafund Transfers of \$315,922.

**SUMMARY OF POSITION CHANGES**

There are no changes to position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Revenue generation and improving airport revenues through further economic development of airport property will be important in the future to provide local matching funds for FAA and state capital improvement grants.

**WORKLOAD INDICATORS**

- The Airport plans, manages and implements airport capital projects and obtains federal and state funding. With the financial assistance of the FAA, Caltrans and Airport funding sources, the Airport planned and designed capital projects in FY2017/18 for \$455,000.
- The Airport is further implementing the Airport Business Plan through the marketing of business and aeronautical development properties and opportunities and through development of additional County rental hangars and rental office spaces.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$3,208,791 or 1362.8% in revenues and an increase of \$3,251,449 or 1282.5% in appropriations when compared to the FY2017/18 Adopted Budget. The increases in revenue and appropriations are the result of the increased capital projects planned for FY2018/19.

Primary Funding Sources

The primary funding sources for the Department are the repurposed General Fund loan representing ICON's land purchase payment of \$1,678,908, loans from the State for \$1,299,277, and a federal grant from Federal Aviation Administration for \$466,065.

Primary Costs

The Airport Special Projects budgeted costs are directly related to individual project costs and are subject to change based on the projects in process at a given time. In FY2018/19 the projects include Airport Office Building Improvements for \$710,000, Perimeter Security Fencing for \$517,850 and T Hangar Development for \$2,268,185.

Contracts

The FY2018/19 Recommended Budget includes a total of \$3,496,035 in Professional Services for Airport projects construction services.

Fixed Assets

None requiring Board Action.

**DEPARTMENT COMMENTS**

Airport Capital Improvement Projects during FY2018/19 will include Airport perimeter fencing and drive-thru gate upgrades; development of new County rental hangars; and remodel and renovation of the airport office building and Hangar - A business office spaces. The Airport will also support private aeronautical and commercial economic development opportunities not limited to hangar and office development.

**9010 – Fund 047-Airport Special Projects**  
**Michael J. Lango, Director of General Services**  
**Public Ways**

**Summary of Other Administered Budgets**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	0	0	1,299,277	1,299,277	100.0%
INTERGOVERNMENTAL REV FEDERAL	650,621	0	466,065	466,065	100.0%
MISC REVENUE	152,048	0	0	0	0.0%
OTHER FINANCING SOURCES	0	235,459	1,678,908	1,443,449	613.0%
<b>TOTAL REVENUES</b>	<b>802,669</b>	<b>235,459</b>	<b>3,444,250</b>	<b>3,208,791</b>	<b>1362.8%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	(41,160)	550,651	3,496,035	2,945,384	534.9%
OTHER CHARGES	28,536	18,067	8,940	(9,127)	(50.5%)
F/A BLDGS AND IMPRMTS	1,174,592	0	0	0	0.0%
INTRA-FUND TRANSFERS	(328,801)	(315,192)	0	315,192	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>833,167</b>	<b>253,526</b>	<b>3,504,975</b>	<b>3,251,449</b>	<b>1282.5%</b>
<b>NET GAIN(LOSS)</b>	<b>(30,499)</b>	<b>(18,067)</b>	<b>(60,725)</b>	<b>(42,658)</b>	<b>236.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Revenue generation and improving airport revenues through further economic development of airport property will be important in the future to provide local matching funds for FAA and state capital improvement grants.

## Summary of Other Administered Budgets

## 9050 – Fund 310-Special Aviation Michael J. Lango, Director of General Services Public Ways

### FUNCTION AND RESPONSIBILITIES

This budget is used to record receipt of the annual California Aid to Airports program grant administered by Caltrans. This grant can only be used to fund Nut Tree Airport operations.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no change in revenues or appropriations when compared to the FY2017/18 Adopted Budget. This California Aid to Airports grant was previously part of the Nut Tree Airport Operating budget; however, due to the State reporting requirements, this grant must be budgeted in a separate fund and subsequently transferred to the Airport Operating Fund.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	6	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	10,000	10,000	10,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>10,006</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	10,000	10,000	10,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>NET GAIN(LOSS)</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

### 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.

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## **FUNCTION AND RESPONSIBILITIES**

In August 2011, after nearly 50 years of operation, the Board of Supervisors terminated the Probation Department's program at the Fouts Springs Youth Facility (Fouts) in Colusa County because of a loss of a State Youth Authority funded program and a State driven change in philosophy regarding juvenile detention. The Special Use Permit for the Fouts facility issued to Solano County by the United States Forest Service requires the County to remove approximately 34 existing buildings/structures (approximately 62,000 square feet) and return the site to its natural state. The County has developed the Fouts decommissioning and site restoration plan pursuant to the Forest Service requirements.

The Department of General Services oversees the maintenance and safeguarding 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 which owns the land. The initial phase (Phase I) of demolition and decommissioning has been completed. The remaining decommissioning process (Phase 2) is anticipated to be completed in FY2018/19.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Phase 1 demolition and decommissioning of the Fouts Springs Youth Facility was previously completed in FY2016/17. This included the demolition of approximately 18 buildings, erosion and storm water control measures, re-vegetation of native plant species, and decommissioning of a portion of the onsite septic system, which resulted in a reduction of ongoing maintenance costs.
- Final demolition and decommissioning, including demolition of the remaining 16 structures and smaller outbuildings is planned to be completed in FY2018/19. Work includes demolition of structures, regrading of demolished structure sites to natural grade, erosion and storm water control measures and re-vegetation of native plant species. Final demolition and decommissioning of the Fouts Springs Youth Facility relieves the County of associated maintenance and operations costs.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and a decrease of \$363,407 or 41.2% in appropriations when compared to the FY2017/18 Adopted Budget.

### Primary Funding Sources

The primary funding source for the program/site decommission is General Fund - County Contribution.

### Primary Costs

The appropriations included in the Recommended Budget include decommissioning costs of \$422,482, as well as the costs for maintenance and insurance of the facility for \$95,818. With the closure of the facility, program revenues, along with State and federal grants stopped in 2011.

### Contracts

None requiring Board Action.

### Fixed Assets

None.

## **DEPARTMENT COMMENTS**

As part of the FY2012/13 Adopted Budget, the Board previously approved funding in the amount of \$1.5 million to support decommissioning efforts. The original budget for this project was based on phased demolition, of which approximately \$1.2 million has been spent on decommissioning efforts to date including developing an approved scope of work, completing required studies, and obtaining environmental approvals from the U.S. Forest Service.

In FY2017/18 the total working budget of \$941,451 includes \$844,312 for Phase 2 decommissioning project. In FY2018/19 the \$518,300 Recommended Budget includes \$422,482 as additional Phase 2 decommissioning project budget costs. The total budget for Phase 2 decommissioning is \$1,266,794.

**Summary of Other Administered Budgets****2801 – Fund 031-Fouts Springs Youth Facility****Michael J. Lango, Director of General Services  
Detention & Corrections**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUALS</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	5,778	3,000	3,000	0	0.0%
OTHER FINANCING SOURCES	107,595	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	0	500,000	500,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>113,373</b>	<b>503,000</b>	<b>503,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	67,149	412	0	(412)	(100.0%)
SERVICES AND SUPPLIES	632,425	881,295	518,300	(362,995)	(41.2%)
OTHER CHARGES	46,818	0	0	0	0.0%
OTHER FINANCING USES	1,489	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>747,880</b>	<b>881,707</b>	<b>518,300</b>	<b>(363,407)</b>	<b>(41.2%)</b>
<b>NET GAIN(LOSS)</b>	<b>(634,508)</b>	<b>(378,707)</b>	<b>(15,300)</b>	<b>363,407</b>	<b>(96.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

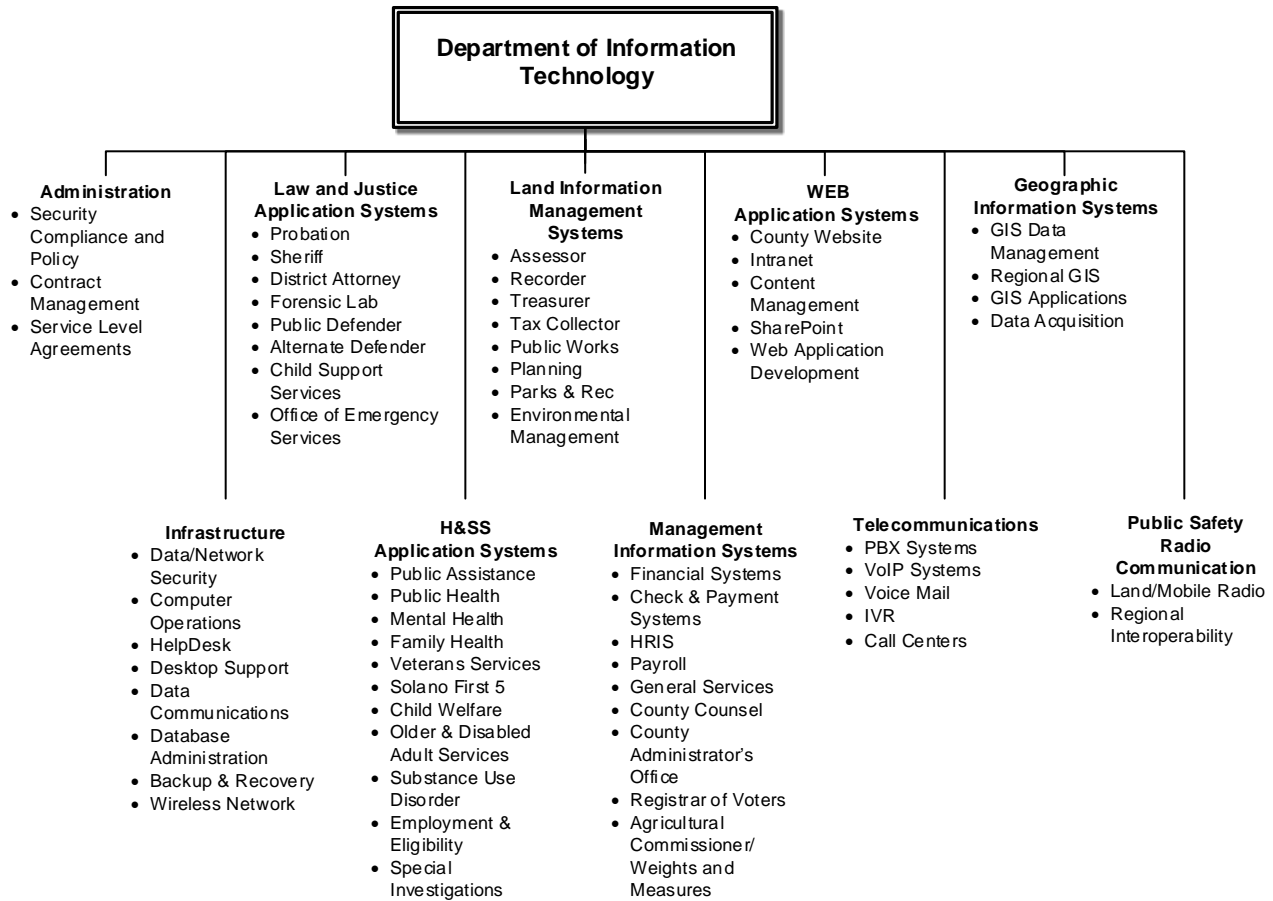
There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

It is anticipated that Phase 2 of the Fouts decommissioning process will be completed in FY2018/19. After the remaining buildings are demolished, there will be a period of time for site restoration and re-vegetation of native plant species after which the Fouts property will be returned to the U.S. Forest Service and the special use permit between the Forest Service and County will be terminated.



Ira Rosenthal, Chief Information Officer  
Other General



## 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:

FY2017/18 Midyear Projection:	25,558,594
FY2018/19 Recommended:	26,592,052
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	64

## FUNCTION AND RESPONSIBILITIES

DoIT is responsible for providing information technology and communications infrastructure, software application development and technology 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. The Department provides these services utilizing a combination of County staff and contracted services.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

DoIT has been addressing the cost, flexibility and resiliency of the County's information technology services through consolidation, implementation of virtualization technologies and, most recently, the leveraging of cloud-based services. The County is in need of automation to carry out mandated activities and to implement new productivity-improving tools like mobile technology, improved case management applications, Electronic Health Records, and automation of the County jail facilities and

law enforcement support systems. DoIT (including contracted services from Conduent) comprises only 2.5% of the total County Budget and approximately 2% of the total workforce. However, with the support of its business partners in departments throughout the County, it 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. Accomplishments include:

**Information Technology Service Management (ITSM):**

- Initiated an ITSM project aimed at implementing best practice, prescriptive deployment of the cloud-based ServiceNow® IT Service Management (ITSM) solution. The overall project objectives are to modernize IT critical processes and supporting technologies, gain control and visibility of IT assets and align IT services to business needs. The project includes a complete design of a Solano County Self-Service Portal, and a scalable Configuration Management Database (CMDB) that will be used for planning, approving and managing all infrastructure changes and assets.

**Infrastructure:**

- Completed the Cisco HyperFlex project for the Law & Justice data center and initiated the HyperFlex Project for the CAC location. This project aims to replace Solano County's aging virtual server infrastructure with new "hyper converged" technology. The project started in late 2017 and is projected to be completed in 2018.
- Implemented Veeam backup and replication in the Law and Justice Datacenter. The current Netbackup Enterprise solution was not able to keep up with the daily video storage demands. The Department is considering expanding the Veeam backup technology to the CAC data center.
- Initiated a project to develop an enterprise cloud plan to optimize the adoption and governance of cloud services.

**Document Management:**

- Continued the deployment and maintenance of over 280 Documentum-based imaging applications to significantly reduce paper storage requirements and minimize search and retrieval of documents in various departments. Expanded the number of document types accessible through the Solano County Integrated Property System (SCIPS) using the Documentum Application Programming Interface. Continued developing Documentum automation projects for Health and Social Services (H&SS) administration units. DoIT expects to make additional investments in Documentum tools and to deploy new applications in conjunction with the Countywide Records Information Management (RIM) Project. Continued to work on a proof-of-concept in migrating Documentum to the cloud-based Microsoft Azure service.
- Completed the Documentum workflow automation project (Tacoma) with Health & Social Services (H&SS) Older and Disabled Adult Services (ODAS) to provide web-based field collection forms, process workflow, e-signature, and electronic document storage and retention. Phase III of the project included additional forms creation and submissions used by H&SS ODAS unit, as well as necessary changes made to meet new state requirements. Phase IV would include workflow enhancements, calendar time tracking, and additional forms and reporting.
- Continued the administration of the Accela Automation suite used for permitting and inspection for Resource Management. Continued the development of accounting reports in SSRS for Resource Management. Developed custom workflow for the soil evaluation permit and added the associated permit report.

**Geographic Information Systems (GIS):**

- Successfully deployed Solano County Aerial Image service to Esri Cloud.
- Updated a newer version of Sheriff Dispatch GIS Computer Aided Design (CAD) on the wall application which tracks 911 calls in real time, maps the call on GIS map and also tracks our response units via Automatic Vehicle Locator (AVL).

**Web Development:**

- Successfully migrated the content management system for the County's Intranet system to SharePoint. The Department will continue to look for other opportunities to consolidate applications and tools to simplify our technology portfolio and reduce costs.
- Updated the EMS Electronic Application and Incident Reporting (eAir) to include Mobile Intensive Care Nurse (MICN) and Volunteer Disaster Services (VDS) application forms and business logic.

**Ira Rosenthal, Chief Information Officer**  
**Other General**

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PeopleSoft HR and Payroll System:

- Continued enhancements and phased implementation of the e-Benefits module in PeopleSoft. Continued upgrade to the system's underlying toolset and user interface.

Health Systems:

- Implement NextGen's Population Health tool to provide data analytics to improve patient care.
- Continue implementation of an internal Health Information Exchange (HIE) system using the cloud-based Mirth/Connected Health system to capture health information from the Family Health Services Electronic Health System (NextGen) and the Mental Health Electronic Records System (Avatar) and the new Public Health laboratory system (Orchard Harvest). This will provide medical staff the ability to view a patient record across systems through a secured web browser interface. The Mirth/Connected Health system is used to create the master patient index (MPI) record and to securely.
- Implement improvements to NextGen System to streamline data input for providers and clinic staff, resulting in better patient care and higher productivity, including development and configuration of System forms.
- Implemented Avatar Data Analytics tool, Key Performance Indicators (KPI) Dashboards, which provides at-a-glance metrics to clinical, financial and operational decision makers to help if the organization in meeting organizational goals.
- Developed enhanced Avatar management reports to track productivity, timeliness, and revenue for H&SS management staff.

Social Services Systems:

- Enhanced text messaging functionality for myBCW (Benefits CalWIN system) clients.
- Transitioned from Xerox to Fidelity National Information Services (FIS) for the new Electronic Benefits Transfer system for CalWIN. Replaced the card printers at the three designated sites.
- Continue to plan and implement the replacement system for the legacy Case Folder Tracking (CFT) system. The current CFT system is used to track the location of the physical case folders for multiple H&SS Divisions as well as generating new case numbers for Child Welfare Services (CWS).
- Continue to plan and implement the replacement system for H&SS Employment & Eligibility Services Division Work Participation Rate (WPR) application system. This will allow the oversight and management of client required activities and allow staff to measure participation rates for reporting and process improvement.
- Continue to plan and implement a case audit tool to allow H&SS Employment & Eligibility Services Division QA staff to select, evaluate and record case review findings.
- Continue updating and expanding the Network of Care site, an internet based online information system, for the H&SS Older & Disabled Adult Services Division.
- Implemented Smart Cash Register Solution for H&SS Public Health Services Division to streamline end-of-day register reconciliation process, providing for a more efficient process and improving data integrity.
- Implemented DocuSign for the H&SS Public Health Nursing/Vital Stats Division Medical Marijuana ID Card Project. DocuSign will provide a more efficient and secure method of obtaining and managing the paperwork required to apply for the requested ID card.
- Refreshed H&SS Child Welfare Services Division computers and laptops in preparation of state system upgrade which required Windows 10 and specific software configurations. Completed rollout ahead of schedule.
- Plan and implement Policy & Procedure software systems for H&SS Divisions (PowerDMS) to allow for a centralized and more efficient method of creating, editing, routing, approving, distributing and tracking policies and procedures. This will replace the current CWS Online Practice Guide, among others.

- Plan and implement Learning Management Systems for H&SS Divisions (PowerDMS) to more efficiently provide and monitor staff training to ensure compliance to State and federal requirements. This will replace the current CWS Staff Training Supplemental Tool.

**Network Improvements:**

- Created an ad-hoc Internet connection to maintain internet service and critical county services when the main County internet circuit was down for 15 days due to the Atlas fire.
- Configured and installed a new network in support of the Board of Supervisors (BOS) chamber equipment for audio/video.
- The Hosted Communications System (HCS) project is underway to move the County's on-premise voice over internet protocol (VOIP) systems to the cloud provider. This is in an effort to improve reliability, reduce overall costs, and provide expanded services and features. The move of the VOIP systems to cloud, in conjunction with the replacement of legacy telecommunications services with IP-based phone services, is expected to save Solano County \$300,000.00 annually.
- Continue to implement expanded Wi-Fi capabilities countywide including enhanced security features in conjunction with Cisco Identity Service Engine (ISE).
- Reduced response times for telecommunication service request to an average time of one to four hours.
- Continue to work with the Sheriff's Office and General Services on planning and implementation of network services for the SB 1022 inmate training facility.

**Information Security Improvements:**

- Temporarily setup external Network Solutions domain name services during the Atlas Fires. This allowed external users access to County public websites.
- Continue improving the security of the County's wireless infrastructure by implementing strong wireless authentication and authorization through the use of Cisco Identity Services Engine (ISE). Once we have implemented Cisco ISE, we have plans in the FY2018/19 to conduct a 3rd party wireless penetration testing to identify any weaknesses in the wireless network infrastructure.
- Updated old security policies and standards as well creating new policies and standards to address new security threats and vulnerabilities as part of risk assessment of County systems.
- Continue deploying Microsoft Local Administrator Password Solution (MS LAPS) to County and CJIS servers. We have completed deploying MS LAPS to County and CJIS workstations. MS LAPS will randomize the local administrator passwords on workstations and servers to help prevent workstation compromise.
- Completed the retirement of Critical Watch vulnerability scanner and replaced it with Tenable, a cloud-based scanner solution. Tenable vulnerability scanner is a key component of the vulnerability management program. Servers, workstations, and network devices connected to the network are scanned monthly. Monthly security vulnerability reports are provided to system owners so they could take action to remediate the vulnerabilities found on their systems.
- Continue planning the deployment of an enterprise database (DB) monitoring tool that will address audit findings by the California Department of Health Care Services (DHCS) and the California Department of Social Services (CDSS). The plan is to implement the DB monitoring tool by June 2019.

**Property and Finance Systems:**

- Continue administration and operation of the Property Systems Division's Property Tax System.
- In partnership with the Property Systems Division and Assessor Recorder, continue enhancements of the AgileFlow Records Management System (AFRM). Working to migrate historical cashiering data from the AS/400 system in preparation for system retirement.
- Completed the Property Systems Division re-development of the Property Tax Assessment Appeals system. Converted the legacy Access application.

**Ira Rosenthal, Chief Information Officer  
Other General**

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- Initiated work on re-engineering and re-development of the Ag Preserve (Williamson Act) module to convert from a desktop driven Access application to a .NET / SQL application.
  - Completed the upgrade of the units' bug tracking system from version 1.1 to version Mantis 2.0; consolidating three different implementations into a single instance.
  - Property Systems Division completed the implementation of the new Tax Bill printing system. New system utilizes a multifunction device capable of form storage; removing the requirement to use preprinted forms. Cost savings is expected to be achieved through the use of plain paper.
  - Continued the administration of the County's financial system, ONESolution. Added additional infrastructure to support development and test environments in preparation for the next major release, version 18.X.
  - Upgraded County Administration Office (CAO) mobile devices used for agenda packet review to current versions of Apple iPads and Microsoft Surface tablets and replace our Flash based streaming client with HTML5.

**Law & Justice Systems:**

- Completed first phase of a two-phased project to replace the Solano Fingerprint System. Phase One standardized interfaces and implemented a National Institute of Standards and Technology (NIST) Archive: migrating all proprietary fingerprint data into industry standard format and into a new storage system.
- Deployed a new web-based Solano Arrest & Detention Form application that will be used by every Solano arresting officer. It tracks all Arrest and Detentions (Onview and Warrant), with judicial review if applicable. Custody Intake (Adult & Juvenile) can see all bookings bound for their facilities.
- Deployed the District Attorney's (DA) JusticeWeb portal which is used by Solano Law Enforcement Agency to upload their arrest reports and receive agency reports, eliminating paper. JusticeWeb is a sister application of the DA's case management system - Journal Technologies Inc (JTI) JustWare.
- Implementing the JTI eDefender, the Public Defender's new case management system. Also, implementing the JTI eProbation, Probation's new case management system. This is the sister application to eDefender.
- Implementing AXON Evidence.com "cloud" service to manage the volume of bodycam video data including equipment, data storage, and a "cloud" application that simplifies sharing evidence with the DA and attorneys.
- Consolidated the Security System support for the Stanton and Claybank facilities to a single vendor after the Claybank security vendor when out of business.

**WORKLOAD INDICATORS**

- During the period of March 1, 2017 to February 28, 2018 there were a total of 13,754 work orders and trouble tickets received by the Helpdesk.
- A total of 540 servers were hosted on 85 physical servers, and over 165 terabytes of data were maintained in operation and exceeded the 99.9% system availability service level threshold.
- Over 4,700 computers, 4,251 telephones, 420 tablets, and 800 printers are supported across the Counties' wide-area network locations.

# Functional Area Summary

1870 – Fund 370-Department of Information Technology

Ira Rosenthal, Chief Information Officer

Other General

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
DOIT-ADMINISTRATION	940,477	1,003,428	1,193,160	189,732	18.9%
INFRASTRUCTURE	9,970,287	11,734,790	13,241,982	1,507,192	12.8%
LAW & JUSTICE APPLICATION SYSTEMS	1,197,966	1,381,368	1,449,632	68,264	4.9%
H&SS APPLICATION SYSTEMS	1,608,472	2,545,910	2,568,105	22,195	0.9%
MANAGEMENT INFORMATION SYSTEMS	1,766,171	1,537,067	1,754,453	217,386	14.1%
LAND INFORMATION MANAGEMENT SYSTEMS	1,560,291	1,855,892	1,984,236	128,344	6.9%
WEB APPLICATION SYSTEMS	493,256	841,251	793,985	(47,266)	(5.6%)
GEOGRAPHIC INFORMATION SYSTEMS	1,305,501	1,359,619	1,412,931	53,312	3.9%
TELECOMMUNICATIONS	1,626,703	1,773,703	1,515,769	(257,934)	(14.5%)
PUBLIC SAFETY RADIO COMMUNICATION	343,565	440,688	458,930	18,242	4.1%
<b>TOTAL REVENUES</b>	<b>20,812,689</b>	<b>24,473,716</b>	<b>26,373,183</b>	<b>1,899,467</b>	<b>7.8%</b>
<b>APPROPRIATIONS</b>					
DOIT-ADMINISTRATION	952,462	1,094,144	1,234,445	140,301	12.8%
INFRASTRUCTURE	10,335,964	12,476,220	13,485,799	1,009,579	8.1%
LAW & JUSTICE APPLICATION SYSTEMS	1,199,616	1,387,802	1,553,859	166,057	12.0%
H&SS APPLICATION SYSTEMS	1,604,701	2,585,165	2,701,990	116,825	4.5%
MANAGEMENT INFORMATION SYSTEMS	1,434,935	1,550,562	1,782,922	232,360	15.0%
LAND INFORMATION MANAGEMENT SYSTEMS	1,560,776	1,874,997	1,602,970	(272,027)	(14.5%)
WEB APPLICATION SYSTEMS	495,375	851,379	826,833	(24,546)	(2.9%)
GEOGRAPHIC INFORMATION SYSTEMS	1,170,675	1,369,742	1,449,250	79,508	5.8%
TELECOMMUNICATIONS	1,320,972	1,982,403	1,480,065	(502,338)	(25.3%)
PUBLIC SAFETY RADIO COMMUNICATION	442,244	523,800	473,919	(49,881)	(9.5%)
<b>TOTAL APPROPRIATIONS</b>	<b>20,517,720</b>	<b>25,696,214</b>	<b>26,592,052</b>	<b>895,838</b>	<b>3.5%</b>
<b>NET GAIN(LOSS)</b>					
DOIT-ADMINISTRATION	(11,985)	(90,716)	(41,285)	49,431	(54.5%)
INFRASTRUCTURE	(365,677)	(741,430)	(243,817)	497,613	(67.1%)
LAW & JUSTICE APPLICATION SYSTEMS	(1,650)	(6,434)	(104,227)	(97,793)	1519.9%
H&SS APPLICATION SYSTEMS	3,771	(39,255)	(133,885)	(94,630)	241.1%
MANAGEMENT INFORMATION SYSTEMS	331,236	(13,495)	(28,469)	(14,974)	111.0%
LAND INFORMATION MANAGEMENT SYSTEMS	(485)	(19,105)	381,266	400,371	(2095.6%)
WEB APPLICATION SYSTEMS	(2,119)	(10,128)	(32,848)	(22,720)	224.3%
GEOGRAPHIC INFORMATION SYSTEMS	134,826	(10,123)	(36,319)	(26,196)	258.8%
TELECOMMUNICATIONS	305,731	(208,700)	35,704	244,404	(117.1%)
PUBLIC SAFETY RADIO COMMUNICATION	(98,679)	(83,112)	(14,989)	68,123	(82.0%)
<b>NET GAIN(LOSS)</b>	<b>294,969</b>	<b>(1,222,498)</b>	<b>(218,869)</b>	<b>1,003,629</b>	<b>(82.1%)</b>
<b>STAFFING</b>					
DOIT-ADMINISTRATION	5	5	5	0	0.0%
INFRASTRUCTURE	5	11	11	0	0.0%
LAW & JUSTICE APPLICATION SYSTEMS	8	8	8	0	0.0%
H&SS APPLICATION SYSTEMS	13	14	14	0	0.0%
MANAGEMENT INFORMATION SYSTEMS	5	5	5	0	0.0%
LAND INFORMATION MANAGEMENT SYSTEMS	10	10	10	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 COMMUNICATION	2	4	4	0	0.0%
<b>TOTAL STAFFING</b>	<b>55</b>	<b>64</b>	<b>64</b>	<b>0</b>	<b>0.0%</b>

Ira Rosenthal, Chief Information Officer  
Other General

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## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$1,899,467 or 7.8% in revenues and an increase of \$895,838 or 3.5% in appropriations when compared to the FY2017/18 Adopted Budget.

### Primary Funding Sources

The Department is an Internal Service Fund and as such its only funding source is through charges for services to County departments and other agencies. The Department's cost plan assumes that revenues will equal expenses within the accounting period with an allowance for working capital and except for capital asset expenditures, which are charged to departments based on standard depreciation schedules. The projected decrease in Fund Balance of \$218,869 is primarily due to \$677,906 in undepreciated fixed assets (that will be charged in future years) and an increase of \$128,858 in the Countywide Administrative Overhead, compensation insurance and other minor amounts.

### Primary Costs

The Department's three primary cost centers include: Infrastructure; Applications Development Management and Support; and, Communications. The Recommended Budget continues to focus on maintenance and support of current systems with limited development of new systems to support high-priority department objectives and State and federal mandates. The Recommended Budget reflects some increases in expenses for eliminating single points of failure in the County's infrastructure, enhancing security, and investments in software to improve both IT and end-users' productivity.

#### Infrastructure:

Total appropriations for Infrastructure is projected to be \$13,485,799 which consists of \$5,076,532 in contract staffing (Conduent), \$2,119,911 for County staff, \$266,670 in cost allocations for Administrative Overhead, Building Use, and Insurances, with \$6,022,686 for software licenses, hardware, and communications services. Infrastructure functions include Network Administration, Data Communications, Network Security, Computer Operations, Help Desk, Desktop Support, Database and Operating Systems Administration, Data Storage Management, and Backup and Recovery.

#### Applications Development Management and Support:

Applications Development Management and Support includes Law & Justice Application Systems, H&SS Applications Systems, Management Information Systems, Land information Management Systems, Web Application Systems, Geographic Information Systems, and Administration. Applications Development Management and Support provides software application development and management, contract management, project management, support for production processes, implementations of software patches and upgrades, business systems processes improvement, and public access to information and services. Total appropriations for Applications Development Management and Support are projected to be \$11,152,269 which consists of \$7,012,608 for staffing, \$760,160 in Contractor (Conduent) cost, \$876,162 in County cost allocations for Administrative Overhead, Building Use, Insurances, and \$2,503,339 for hardware, software and other third-party services.

#### Communications:

Communications cost centers include: Telecommunications, which provides telecommunications installation, programming, and support for phone systems, voice mail, and interactive voice response systems; and, Public Safety Radio Communications, which provides engineering, installation, programming, and support of the public safety radio system. Total appropriations for Communications is projected to be \$1,953,984 which consists of \$580,438 in staffing, \$89,681 in County Administrative Overhead, Building Use, and Insurances, \$918,520 as pass-through telephone usage, voicemail and other charges, and \$365,345 for hardware, software and vendor services.

### Contracts

The FY2018/19 Recommended Budget includes a total of \$11,407,903, or 41.96% in contracted services which includes the following significant contracts:

- \$5,836,962 for Conduent staffing.
- \$1,001,206 for Microsoft Office365.
- \$610,520 for VoIP service and connectivity.

- 
- \$250,000 for Microsoft Azure cloud infrastructure.
  - \$240,504 for Pictometry.
  - \$206,940 for eBenefits implementation.
  - \$200,000 in software subscription to support Mirth/HIE health records systems.
  - \$158,000 for Cisco maintenance.
  - \$150,000 for Network performance monitoring system.
  - \$150,000 for Palo Alto Traps anti-malware software.
  - \$150,000 for Service Now.
  - \$125,000 for Gartner technical consulting services.

#### Fixed Assets

The FY2018/19 Recommended Budget includes the following fixed assets:

- \$500,000 for data center infrastructure refresh.
- \$230,000 for physical server replacement and server maintenance costs.
- \$175,000 for network infrastructure refresh.
- \$171,162 for an intrusion prevention system for the Law & Justice data center.
- \$90,000 for Virtual Machine (VM) hardware and software for additional virtual servers.
- \$88,000 for Cisco Stealthwatch for network visibility and security analytics.
- \$60,000 for spare switches and routers for break/fix and refresh of county systems.
- \$50,000 for internet connection replacement for establishing redundancy.
- \$47,300 for wireless LAN controllers to replace aging network controllers.

#### **DEPARTMENT COMMENTS**

Starting in FY2016/17 and continuing through FY2018/19 the Department is going through an organizational transition focused on expanding its technical capacity to provide greater levels of service and value. For the FY2018/19 budget the Department of Information Technologies (DoIT) outlined five priorities that the budget must address. These priorities focus on establishing fundamentals that enable operational efficiencies and achieve greater return for County funds. The Departmental budget request seeks to address:

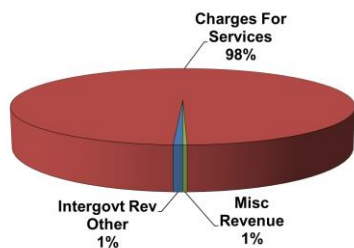
- System Performance Issues
- Backup and Disaster Recovery
- Technology Consolidation
- Security and Compliance
- Process Improvements

Many ongoing and planned projects seek to meet these priorities including network security, infrastructure refresh, Wi-Fi security, technologies to aid in disaster recovery, and implementing software solutions for process improvements. One of the new software solutions DoIT is implementing is Service Now. Service Now is an IT Service Management tool that can consolidate much of the information we depend on, in one place, such as help desk tickets, incident management, fixed asset tracking and software management. Currently these processes are handled by different software solutions and the consolidation will transform the way the Department interacts with the other County departments.

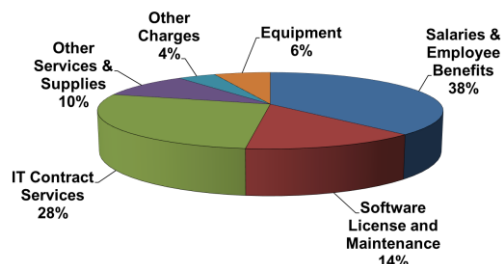


Ira Rosenthal, Chief Information Officer  
Other General

## SOURCE OF FUNDS



## USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	67,207	57,058	57,858	800	1.4%
INTERGOVERNMENTAL REV OTHER	0	177,189	198,453	21,264	12.0%
CHARGES FOR SERVICES	20,505,241	24,113,469	26,026,872	1,913,403	7.9%
MISC REVENUE	240,241	126,000	90,000	(36,000)	(28.6%)
<b>TOTAL REVENUES</b>	<b>20,812,689</b>	<b>24,473,716</b>	<b>26,373,183</b>	<b>1,899,467</b>	<b>7.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	6,566,739	8,976,504	10,192,957	1,216,453	13.6%
SERVICES AND SUPPLIES	11,811,670	13,740,806	14,233,965	493,159	3.6%
OTHER CHARGES	800,312	1,002,498	1,131,564	129,066	12.9%
F/A EQUIPMENT	1,127,753	1,724,000	1,411,462	(312,538)	(18.1%)
OTHER FINANCING USES	210,286	252,406	102,104	(150,302)	(59.5%)
INTRA-FUND TRANSFERS	(0)	0	(480,000)	(480,000)	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>20,516,759</b>	<b>25,696,214</b>	<b>26,592,052</b>	<b>895,838</b>	<b>3.5%</b>
<b>NET GAIN(LOSS)</b>	<b>295,929</b>	<b>(1,222,498)</b>	<b>(218,869)</b>	<b>1,003,629</b>	<b>(82.1%)</b>

## SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

## SUMMARY OF POSITION CHANGES

The Information Technology Classification and Compensation Study was completed resulting in the reclassification of thirty-nine positions. The Board approved the resolution to amend the classifications at its December 12, 2017 meeting. In addition, the following changes in position allocations have occurred since the adoption of the FY2017/18 Budget:

In September 2017, 2.0 FTE Limited-Term positions approved to assist in the transition of retiring staff, expired as planned.

On March 13, 2018, the Board approved the following position:

- Add 1.0 FTE IT Analyst II to support the District Attorney's case management

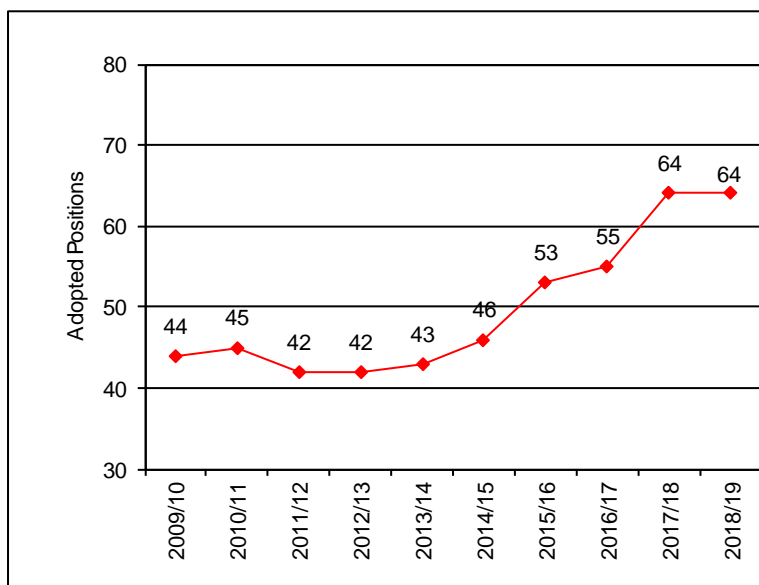
The Department requests the following changes in the FY2018/19 Recommended Budget:

- Add 1.0 FTE Info Technology Analyst IV -- this position is to address the workload backlog in networking and security. The growing complexity and criticality of the County network requires additional resources to address demands for network and

wireless services. Additionally, there has been an expansion of security tools, services, and firewalls that require maintenance and management exceeding the allocated resources.

- Add 1.0 FTE Staff Analyst and delete 1.0 FTE Office Supervisor – this add/delete is part of a reorganization of procurement responsibilities between Conduent staff and the Department. With this change in position allocation the Department will take responsibility for all procurement and vendor management activities currently performed by our outsourcing partner.

#### STAFFING TREND



#### PENDING ISSUES AND POLICY CONSIDERATIONS

The Department's contract with Conduent expires on December 31, 2018. While the Department has expanded its technical management staff and insourced several responsibilities, the outsourcing contract still covers 42 contract staff that perform critical functions in IT Operations, Help Desk, Desktop Services, Network Administration, Database Administration and Geographic Information Systems (GIS). The Department is in the process of developing and issuing a Request for Proposal to obtain bids from other service providers. The Department expects to present contracting options to the Board in the Fall of 2018.

**1870 – Fund 370-Department of Information Technology    Summary of Other Administered Budgets**  
**Ira Rosenthal, Chief Information Officer**  
**Other General**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1878 SCIPS REPLACEMENT PROJECT	0	980,000	1,510,053	530,053	54.1%
<b>APPROPRIATIONS</b>					
1878 SCIPS REPLACEMENT PROJECT	0	980,000	1,510,053	530,053	54.1%
<b>NET CHANGE</b>					
1878 SCIPS REPLACEMENT PROJECT	0	0	0	0	0.0%

A summary of the budgets administered by the Department of Information Technology is provided on the following pages.

**FUNCTION AND RESPONSIBILITIES**

This Budget has been established to track separately the costs for the replacement of the Solano County property tax system which was initially created in 1982 and its functionality greatly expanded over the past 35 years. The technology platform of the original system reached obsolescence over 15 years ago and it was re-architected with a combination of modern components and emulation technologies that allow much of the system to mimic the way the old technology worked. The re-architected system was placed in production use in 2010. The Board in 2017, approved a loan for the County General Fund to fund a multi-year multi department project to replace the Solano County Integrated Property Systems (SCIPS).

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Challenges:

The existing system is hosted on a modern platform, the underlying application structure and business rules are approximately 30 years old. The system complexity and 30-year-old design has proven to be a maintenance challenge and continues to limit departments' ability to improve business processes as well as limits the County's ability to take advantage of new service-based technology. Operation of the system is heavily dependent upon institutional knowledge of its idiosyncrasies and numerous workarounds. The system needs major platform overhaul to ensure its components remain supported by their manufacturers.

Understanding the limitations, short comings, and risks inherent in the current system, County stakeholders (Assessor/Recorder, Auditor/Controller, and Treasurer/Tax Collector) performed an evaluation of system replacement options in FY2015/16 and FY2016/17. Based on the results of the evaluations, the stakeholders recommended, and the Board approved at their April 4, 2017 meeting, replacing the system with Thomson Reuters Aumentum software package. The Board authorized the creation of a reserve for the project in the amount of \$10,000,000, funded by the General Fund - General Reserve. Recovery of the cost of the system occurs once it is completed and operational.

Over the course of the project thirteen phases of work are planned, as outlined, below:

Phase 0	Pre-Project Startup-Database Cleanup, Validation, and Migration to staging environment
Phase 1	Project team Start Up
Phase 2	Base Configuration
Phase 3	Initial Data Conversion – Estimated to be 8 -10 months in duration
Phase 4	Business Process Analysis and Mapping – Estimated to be 4-6 months in duration
Phase 5	System/Client Configuration
Phase 6	Full Conversion mapping, extraction, and migration – Estimated to be 6-8 months in duration
Phase 7	User Acceptance Testing (UAT) Configuration
Phase 8	User Acceptance Testing Conversion – Estimated to be 1-2 month in duration
Phase 9	Implementation Services-Engineering/Programming (reports, interfaces, documentation)
Phase 10	Final User Acceptance Testing – Estimated to be 3 months in duration
Phase 11	Client Training
Phase 12	Go-Live

Accomplishments:

- Working with County Counsel, the Master Agreement and Master Schedules were completed. Work continues with the stakeholder departments on clarifications in the scope of work for system to meet operational needs. The Department estimates that the Agreement with Thomson Reuters will be finalized before the end of the fiscal year.
- Began working with Simpler Systems on a Proof of Concept for a web-based property systems archive. Initial data application will demonstrate the ability to craft custom queries with limited technical involvement and prove the data transformation methodology for production data moving to archive storage.
- DoIT staff attended the Thomson Reuters database schema architecture training in preparation for the data migration.

Ira Rosenthal, Chief Information Officer  
Other General

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$530,053 or 54.1% in revenues and an increase of \$530,053 or 54.1% in appropriations when compared to the FY2017/18 Adopted Budget, resulting in the total cost of the project to increase to \$1,510,053. These funds will be utilized by the Department to continue work on Phases 0 through 4 of the implementation of the new property tax system. There were minimal expenditures in the current fiscal year for consulting services.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
OTHER FINANCING SOURCES	0	980,000	1,510,053	530,053	54.1%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>980,000</b>	<b>1,510,053</b>	<b>530,053</b>	<b>54.1%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	980,000	750,000	(230,000)	(23.5%)
F/A - INTANGIBLES	0	0	280,053	280,053	0.0%
INTRA-FUND TRANSFERS	0	0	480,000	480,000	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>980,000</b>	<b>1,510,053</b>	<b>530,053</b>	<b>54.1%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget unit.

### PENDING ISSUES AND POLICY CONSIDERATIONS

During FY2017/18, the project faced challenges in contract negotiations and in creating prototypes of a web-based portal for historical data to support the overall data migration effort. To accelerate progress on the project, DoIT will advance the plan for hiring contract staff for Project Management and Systems Analysis so that more work on Phases 0 through 4 can be done in parallel. The use of contract staff on the project in the early phase of the work is not anticipated to impact the overall budget. However, as stated last year, this is a very complex undertaking and at this stage in the project it is difficult to determine the full level of staffing that may be required. The Departments are evaluating their needs for FY2018/19 and the budget may need to be revised as the project progresses.

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**DEPARTMENTAL PURPOSE**

The Accumulated Capital Outlay budget reflects funding used to administer capital projects, acquire real property, plan for capital improvements, construct new facilities, and repair/improve existing County facilities.

**Budget Summary:**

FY2017/18 Midyear Projection:	43,699,650
FY2018/19 Recommended:	6,915,810
County General Fund Contribution:	965,000
Percent County General Fund Supported:	14.0%
Total Employees (FTEs):	0.0

**FUNCTION AND RESPONSIBILITIES**

Responsibilities include overseeing construction projects, tracking and monitoring expenditures and revenues associated with approved projects, recommending use of available funds for new capital projects, performing planning studies, acquiring real property, and improving existing County facilities. The Department of General Services oversees this budget.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In FY2017/18, projects and studies completed include:

- Assessor-Recorder customer service improvements at 675 Texas Street, Fairfield.
- Rio Vista Memorial building improvements at 610 Saint Francis Way.
- Law and Justice generator replacement at 530 Union Avenue, Fairfield.
- Vallejo Veterans building entrance and access improvements at 420 Admiral Callaghan Lane.
- Juvenile Detention generator and switch at 740 Beck Avenue, Fairfield.
- Juvenile Hall PG&E power distribution panel replacement at 740 Beck Avenue, Fairfield.
- Remodel/access Downtown Detention (Phase 1) at 500/530 Union Avenue, Fairfield.
- Vacaville Library & Cultural Center expansion feasibility study/condition assessment at 1020 Ulatis Drive.
- County Administration Center elevator improvements at 675 Texas Street, Fairfield.
- Law and Justice Center sanitary sewer assessment at 500/530 Union Avenue, Fairfield.
- County Administration Center Roof Recoating at 675 Texas Street, Fairfield.
- Probation Building Roof Recoating at 475 Union Avenue, Fairfield.
- Roof drainage improvements at 3255 North Texas Street, Fairfield.
- Replace registration area public seating for Primary Care at 365 Tuolumne Street, Vallejo.
- New countertop/work in Public Health Laboratory at 2201 Courage Drive, Fairfield.
- Registrar of Voters relocation feasibility study.
- Update to Five-Year Capital Facilities Improvement Plan for (FY2017/18 – FY2021/22).

**WORKLOAD INDICATORS**

In FY2018/19 previously approved and funded projects in process include:

- SB 1022 Classroom and Vocational Training Center at the 2456 Clay Bank Road, Fairfield.
- Claybank Detention Controls Replacement and Exterior Painting at 2500 Clay Bank Road, Fairfield.
- Animal Care Complex Expansion Phase III: Renovation of the existing building and associated site improvements at 2510 Clay Bank Road, Fairfield.
- Establish monitoring well closure process at 701 Texas Street, Fairfield.

**Michael J. Lango, Director of General Services  
Plant Acquisition**

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- Decommissioning (Phase 2) of Fouts Springs Facilities at 1333 Fouts Springs Road, Colusa County.
- Fairfield Post Office Phase II – Building and site improvements at 600 Kentucky Street.
- Juvenile Detention Facilities security control upgrade at 740 Beck Avenue, Fairfield.
- Remodel/access Downtown Detention (Phase 2) at 500/530 Union Avenue, Fairfield.
- Juvenile Detention Facilities roof repairs & HVAC replacements at 740 Beck Avenue, Fairfield.
- Family Justice Center HVAC replacement at 604 Empire Street, Fairfield.
- H&SS headquarters building exterior improvements at 275 Beck Avenue, Fairfield.
- H&SS public entrance improvements at 2101 Courage Drive, Fairfield.
- Vacaville Veterans Memorial Hall improvements at 549 Merchant Street.
- Design of Library expansion at 1020 Ulatis Drive, Vacaville.
- Claybank Detention Facility generator replacement at 2500 Clay Bank Road, Fairfield.
- CAC parking garage improvements at 501 Union Avenue, Fairfield.
- Downtown Jail Housing Unit Shower Replacement (Phase 1) at 500 Union Avenue, Fairfield.
- County Administration Center Grand Staircase Handrails replacement at 675 Texas Street, Fairfield.
- Law & Justice hot water piping replacement at 500/530 Union Avenue, Fairfield.
- Waterline extension to Cordelia campus at 2543 Cordelia Road, Fairfield.
- Claybank Jail Perimeter Fence Replacement at 2500 Clay Bank Road, Fairfield.
- Former Weights & Measures Building Demolition at 560 Fairgrounds Drive, Vallejo
- Claybank Warehouse freezer replacement at 2500A Clay Bank Road, Fairfield.
- Juvenile Hall Roofing and HVAC Upgrade at 740 Beck Avenue, Fairfield.
- New Foundations Building roof replacement at 740 Beck Avenue, Fairfield.
- Claybank Detention hot water boiler replacement at 2500 Clay Bank Road, Fairfield
- H&SS Health Facility boilers and HVAC controls / equipment replacement at 2101 Courage Drive, Fairfield.
- Solano Justice Center HVAC Controls/ Equipment Replacement at 321 Tuolumne Street, Fairfield.
- Fairfield Library HVAC replacement at 1150 Kentucky Street.
- HVAC and controls assessment in Law & Justice at 530 Union Avenue, Fairfield.
- Board of Supervisors Chambers audio visual system upgrade (Phases 1 and 2) at 675 Texas Street, Fairfield.
- Construction of County Administration Center common conference rooms' audio-visual system upgrades (Phase 3) at 675 Texas Street, Fairfield.
- Construction of Main Downtown Jail hot water piping replacement at 500 Union Avenue, Fairfield
- Construction of Main Downtown Jail Housing Unit Shower replacement at 500 Union Avenue, Fairfield
- Design of Claybank Detention Housing Unit Shower Replacement at 2500 Clay Bank Road, Fairfield
- Pre-design of Travis Air Force Base – Civil Engineering Complex.



**Functional Area Summary****1700 – Fund 006-Accumulated Capital Outlay (ACO)****Michael J. Lango, Director of General Services  
Plant Acquisition**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CAPITAL PROJECTS	10,438,344	26,173,364	4,717,656	(21,455,708)	(82.0%)
<b>TOTAL REVENUES</b>	<b>10,438,344</b>	<b>26,173,364</b>	<b>4,717,656</b>	<b>(21,455,708)</b>	<b>(82.0%)</b>
<b>APPROPRIATIONS</b>					
CAPITAL PROJECTS	10,450,402	28,380,260	6,915,810	(21,464,450)	(75.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>10,450,402</b>	<b>28,380,260</b>	<b>6,915,810</b>	<b>(21,464,450)</b>	<b>(75.6%)</b>
<b>NET CHANGE</b>					
CAPITAL PROJECTS	12,058	2,206,896	2,198,154	(8,742)	(0.4%)
<b>NET CHANGE</b>	<b>12,058</b>	<b>2,206,896</b>	<b>2,198,154</b>	<b>(8,742)</b>	<b>(0.4%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$21,455,708 or 82.0% in revenues and a decrease of \$21,464,450 or 75.6% in appropriations when compared to the FY2017/18 Adopted Budget.

Each year, any funded projects which are not completed are carried forward into or are re-budgeted in the succeeding year increasing the total appropriation and revenue in the adopted budget.

Primary Funding Sources

The primary funding sources for capital projects are:

- \$2,972,050 from property taxes. The Budget reflects an increase of \$236,993 or 8.7% when compared to FY2017/18 Adopted Budget due to charges in assessed values from the improving real estate market.
- \$150,000 from Revenue from Use of Money for interest income.
- \$591,300 Other Financing Sources for Transfers-In from Other County Departments to fund their requested projects for FY2018/19.
- \$965,000 General Fund Contribution from County General Fund – Capital Renewal Reserve to fund several recommended capital projects for FY2018/19.

Primary Costs

The primary costs in ACO budget include the direct and indirect costs for each project. The projects are driven by the need for capital improvements including facility repairs and system replacements to County owned facilities used to provide county services or to construct new facilities.

The Recommended Budget includes the following appropriations for administration and capital projects, which were presented and approved by the Board on May 8, 2018 as part of the 5-Year Capital Facilities Improvement Plan (CIP) for FY2017/18 – FY2021/22.

1701 - Administration

Request \$1,255,710 in appropriations as follows:

- Transfers–Out of \$900,000 to cover the Accumulated Capital Outlay (ACO) Fund obligation for the repayment of the 2002 Certificate of Participation (COP). This is an annual payment covering principal and interest payments.
- Transfers–Out of \$5,059 to cover the costs of Administrative Overhead for the Public Art Budget.
- Countywide Administrative Overhead expenses of \$300,247.

## 1700 – Fund 006-Accumulated Capital Outlay (ACO)

## Functional Area Summary

### Michael J. Lango, Director of General Services Plant Acquisition

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- \$32,000 for property tax administration fees; \$10,000 for prior year tax refunds, \$7,500 for interest charges on use of the County pool whenever there is a negative cash flow within the fund, \$705 for the managed print costs and \$199 for estimated CAC building charges.

#### 1660 – Automatic Security Gate at 3255 N. Texas Fairfield

- \$75,000 funded by Resource Management – Public Works and GSD-Fleet Management (equal share) for a New Automatic Security Gate at 3255 North Texas in Fairfield.

#### 1661 – Above Ground Fuel Tanks Removal

- \$121,000 funded by Resource Management-Public Works for the removal of above ground fuel Tanks at 940 St. Francis Way, Rio Vista and 580 N. First Street, Dixon.

#### 1662 – ROV Relocation

- \$1,000,000 funded by ACO Fund for Register of Voter's Equipment Relocation.

#### 1663 – Solano Ave Parking Improvements in Vallejo

- \$200,000 funded by the ACO Fund for Solano Avenue Parking Improvements in Vallejo.

#### 1671 – County/Court MOU Projects

- \$175,000 funded by the ACO fund representing the estimated County share of costs under the Joint Occupancy Agreement (JOA) with the Judicial Council of California, Administrative Office of the Courts to support various projects at the Hall of Justice.

#### 1672 – Miscellaneous Projects

- \$50,000 funded by the ACO Fund for General Services/Capital Projects Management services to support new project requests that have not been funded.

#### 1681 – Claybank Detention Housing Unit Shower Replacement

- \$650,000 funded by the ACO Fund to replace Shower stalls in the Claybank Detention Housing Units.

#### 1686 – Suisun Vets Exterior Wall Repair

- \$100,000 funded by the General Fund - Capital Renewal Reserve to Repair the Suisun Veterans Exterior Wall.

#### 1712 – Main Jail Housing Unit Improvements - Scope Assessment

- \$45,800 funded by the Criminal Justice Construction Fund for the Main Jail Accessibility Improvement project scope assessment.

#### 1714 – New Shade Structure at New Foundations Program, 270 Beck Avenue

- \$28,800 funded by the ACO Fund for the New Shade Structure project at New Foundations, 270 Beck Ave in Fairfield.

#### 1715 – Building Management System Upgrade at 275 Beck, FF - Phase 1

- \$80,000 funded by the General Fund - Capital Renewal Reserve to upgrade the Building Management System at 275 Beck in Fairfield.

#### 1719 – 701 Texas Reuse Study

- \$50,000 funded by the General Fund - Capital Renewal Reserve to Fund a reuse study for the building at 701 Texas in Fairfield.

#### 1723 – Stanton Correctional Facility Uninterruptible Power Supply Replacement

- \$150,000 funded by the General Fund- Capital Renewal Reserve to replace the Uninterruptible Power Supply that provides battery backup when the electric power fails for Stanton Correctional Facility.

## Functional Area Summary

## 1700 – Fund 006-Accumulated Capital Outlay (ACO)

Michael J. Lango, Director of General Services  
Plant Acquisition

### 1725 – Benicia Veterans Hall Elevator Pit Sealing

- \$65,000 funded by the General Fund - Capital Renewal Reserve to fund the Benicia Veterans Hall Pit Sealing/Waterproofing.

### 1733 – Replace Main Jail Housing Unit Shower Replacement (Phase 2)

- \$300,000 funded by the Criminal Justice Construction Fund to replace Shower stalls at the Main Jail.

### 1735 – Rooftop HVAC Unit Replacement at 500 Clay Street in Fairfield

- \$20,000 funded by the General Fund - Capital Renewal Reserve to provide a complete package rooftop unit on the building at 500 Clay Street in Fairfield

### 1746 – H&SS Water Filling Station

- \$49,500 funded by H&SS to install water bottle filling stations in H&SS buildings which will benefit staff and clients.

### 1773 – Animal Care Project:

- \$500,000 funded by the General Fund - Capital Renewal Reserve for additional equipment and required maintenance in the animal care shelter.

The Recommended Budget also includes \$2,000,000 in appropriation for a pending project which requires Board action during budget hearing.

### Contracts

- Significant contracts are appropriated in each project recommended for FY2018/19. The Department seeks board approval during the year prior to awarding the contract.

### Fixed Assets

- Fixed Assets are appropriated in each project recommended for FY2018/19.

See related Budget Unit 9306 – Fund 006 Contingencies (refer to Contingencies section of the Budget)

## DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	2,633,630	2,735,057	2,972,050	236,993	8.7%
REVENUE FROM USE OF MONEY/PROP	144,490	100,000	150,000	50,000	50.0%
INTERGOVERNMENTAL REV STATE	3,028,330	19,967,319	24,318	(19,943,001)	(99.9%)
INTERGOVERNMENTAL REV OTHER	39,664	14,988	14,988	0	0.0%
MISC REVENUE	828,084	0	0	0	0.0%
OTHER FINANCING SOURCES	1,570,745	120,000	591,300	471,300	392.8%
GENERAL FUND CONTRIBUTION	2,193,400	3,236,000	965,000	(2,271,000)	(70.2%)
<b>TOTAL REVENUES</b>	<b>10,438,344</b>	<b>26,173,364</b>	<b>4,717,656</b>	<b>(21,455,708)</b>	<b>(82.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	1,826,553	216,805	657,805	441,000	203.4%
OTHER CHARGES	924,585	346,999	367,946	20,947	6.0%
F/A BLDGS AND IMPRMTS	6,110,620	25,732,281	4,815,000	(20,917,281)	(81.3%)
F/A EQUIPMENT	675,440	1,105,000	170,000	(935,000)	(84.6%)
OTHER FINANCING USES	913,204	979,175	905,059	(74,116)	(7.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>10,450,402</b>	<b>28,380,260</b>	<b>6,915,810</b>	<b>(21,464,450)</b>	<b>(75.6%)</b>
<b>NET CHANGE</b>	<b>12,058</b>	<b>2,206,896</b>	<b>2,198,154</b>	<b>(8,742)</b>	<b>(0.4%)</b>

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**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.

# Summary of Other Administered Budgets 1700 – Fund 006-Accumulated Capital Outlay (ACO)

Michael J. Lango, Director of General Services  
Plant Acquisition

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1630 PUBLIC ART	5,175	4,575	5,559	984	21.5%
1820 FAIRGROUNDS DEVELOPMENT PROJ	31,267	11,267,568	9,694,331	(1,573,237)	(14.0%)
2490 HSS CAPITAL PROJECTS	103,407	55,730	15,092	(40,638)	(72.9%)
1760 PUBLIC FACILITIES FEES	7,413,835	6,494,948	5,563,287	(931,661)	(14.3%)
4130 CJ FAC TEMP CONST FUND	303,052	284,098	252,997	(31,101)	(10.9%)
4140 CRTHSE TEMP CONST FUND	296,464	281,450	242,047	(39,403)	(14.0%)
<b>APPROPRIATIONS</b>					
1630 PUBLIC ART	5,201	4,175	5,059	884	21.2%
1820 FAIRGROUNDS DEVELOPMENT PROJ	341,612	6,378,687	7,943,031	1,564,344	24.5%
2490 HSS CAPITAL PROJECTS	287,728	4,402	12,505	8,103	184.1%
1760 PUBLIC FACILITIES FEES	2,105,477	2,207,886	2,203,737	(4,149)	(0.2%)
4130 CJ FAC TEMP CONST FUND	708,080	2,074	350,290	348,216	16789.6%
4140 CRTHSE TEMP CONST FUND	399,381	398,340	247,344	(150,996)	(37.9%)
<b>NET CHANGE</b>					
1630 PUBLIC ART	26	(400)	(500)	(100)	25.0%
1820 FAIRGROUNDS DEVELOPMENT PROJ	310,345	(4,888,881)	(1,751,300)	3,137,581	(64.2%)
2490 HSS CAPITAL PROJECTS	184,322	(51,328)	(2,587)	48,741	(95.0%)
1760 PUBLIC FACILITIES FEES	(5,308,357)	(4,287,062)	(3,359,550)	927,512	(21.6%)
4130 CJ FAC TEMP CONST FUND	405,028	(282,024)	97,293	379,317	(134.5%)
4140 CRTHSE TEMP CONST FUND	102,917	116,890	5,297	(111,593)	(95.5%)

A summary of the budgets administered by the Accumulated Capital Outlay (ACO)'s Office is provided on the following pages.

**Michael J. Lango, Director of General Services  
Promotion**

## 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 construction costs 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 projects.

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.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

### Accomplishments:

- Performed annual cleaning and maintenance on "Mother Earth" displayed at Chadbourne Road/Rockville Road intersection traffic circle in Fairfield
- Performed five-year cleaning and maintenance on "On Capturing a Moment" displayed at 675 Texas Street in Fairfield

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$984 or 21.5% in revenues and an increase of \$884 or 21.2% in appropriations when compared to the FY2017/18 Adopted Budget.

There is no funding for new public art projects in FY2018/19. The appropriations represent charges to the Countywide Administrative Overhead and the revenues reflect estimated interest income and an Operating Transfers-In from the Accumulated Capital Outlay Fund to support County Administrative Overhead charges.

See related Budget Unit 9402 – Fund 106 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	399	400	500	100	25.0%
CHARGES FOR SERVICES	133	0	0	0	0.0%
OTHER FINANCING SOURCES	4,643	4,175	5,059	884	21.2%
<b>TOTAL REVENUES</b>	<b>5,175</b>	<b>4,575</b>	<b>5,559</b>	<b>984</b>	<b>21.5%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	93	0	0	0	0.0%
OTHER CHARGES	5,108	4,175	5,059	884	21.2%
<b>TOTAL APPROPRIATIONS</b>	<b>5,201</b>	<b>4,175</b>	<b>5,059</b>	<b>884</b>	<b>21.2%</b>
<b>NET COUNTY COST</b>	<b>26</b>	<b>(400)</b>	<b>(500)</b>	<b>(100)</b>	<b>25.0%</b>

## 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.

# Summary of Other Administered Budgets 1820 – Fund 107-Fairgrounds Development Project

## Birgitta E. Corsello, County Administrator

### Plant Acquisition

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#### FUNCTION AND RESPONSIBILITIES

This budget unit is designed to cover the costs of the redevelopment of the Solano County Fairgrounds, (the “Solano360 Project” or “Project”), that will revitalize and redevelop the 149.1-acre site. It is recommended that this budget unit be used to pay for the initial design permitting process and site preparation in FY2018/19. This multiyear 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.

In 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 included 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 (EIR), 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.

In FY2012/13, the Solano360 Committee, which served as the project oversight and consisted of two Board members, three city council members, and three Solano Fair Board members met periodically to review and take public comment on the consultant work. The Solano360 project was reviewed in 19 public meetings and there have been five presentations before the Vallejo City Council, 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 14 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 in Vallejo.

On February 26, 2013, the Board certified the Final Environmental Impact Report (FEIR) 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 the development agreement on May 14, 2013.

In FY2013/14, the Project team, after engaging the services of three consultants (MacKay & Soms, ENGEO, and First Carbon Solutions), began the preliminary design of Phase 1A of the Project which included the preparation of the required environmental surveys and wetland delineations, the geotechnical analysis and the preliminary engineering for the Project.

In FY2014/15, the County received a Conditional Letter of Map Revision from the Federal Emergency Management Agency which is the first milestone in removing the Phase 1 work from a flood plain.

## **1820 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets**

**Birgitta E. Corsello, County Administrator**

### **Plant Acquisition**

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The inaugural Solano360 Implementation Committee, which consists of two Board members and two city council members, was convened pursuant to the Project's Development Agreement. In consultation with the Implementation Committee, a Request for Qualifications for the development of Solano360 was issued on December 23, 2014 and proposals were submitted on March 13, 2015 and presented to the committee. The committee recommendation was forwarded to the Board of Supervisors on April 14, 2015. Staff was directed to proceed with negotiating an Exclusive Right to Negotiate ("ERN") Agreement with the selected proposer, Solano Community Development, LLC (SCD). The ERN was executed in May 2015 with an initial term of nine months.

In FY2015/16, staff worked with SCD on development of their proposed land-plan for utilization of all or a portion of the 149.1 project site. SCD proposes to develop uses consistent with the Solano360 Specific Plan and initially included an Exposition Hall, Retail Shops, Amphitheatre, Hotel, Sports Fields and Fair of Future venues organized along an iconic water feature that includes a public promenade. On January 26, the Board agreed to a 2-month extension of the ERN to allow SCD to further refine their land-plan and develop a market study. On March 22, 2016, the Board, upon receipt of the updated land-plan and market study granted a second extension through October 25, 2016 to allow the developer to finalize the land-plan and coordinate with the County on a project phasing plan, facilities financing plan and Lease Disposition and Developer Agreement. The project team continued to provide progress updates to the City of Vallejo and the Solano360 Implementation Committee as well as pursuing jurisdictional and permitting requirements through the County's engineering and environmental consultants.

In FY2016/17, staff continued discussions with SCD under the ERN for their proposed utilization of the 149.1-acre project site. Staff and its consultants analyzed SCD's proposed land concepts, uses and phasing; proposed financial models; and development of key terms to validate compliance with the Specific Plan and County goals for the Solano360 project. The Board of Supervisors provided two extensions to the ERN with SCD with the most recent extension set to expiring on June 27, 2017. On a concurrent path, staff continued with environmental and engineering evaluations to pursue jurisdictional clearance of the entire project site as well development of bid documents for demolition of the grandstands, horse barns and ancillary structures. Staff worked with Solano Transportation Authority (STA) and the City of Vallejo on an amended and restated funding agreement for the Solano360 project share of offsite improvements identified as mitigation measures in the Specific Plan FEIR for the Redwoods Parkway and Fairgrounds Drive Improvement project.

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In FY2017/18:

On September 9, 2015, Solano Transportation Authority certified an EIR for the widening of Fairgrounds Drive, improvements to the State Route 37 interchange, ramp widening and improvements at the Redwood Parkway interchange which will bring benefit to the region surrounding the Solano County Fairgrounds. The County entered into an amended and restated funding agreement with STA and the City of Vallejo and agreed to provide \$750,000 to begin pre-design and design documentation for the Redwoods Parkway and Fairgrounds Drive Improvement project.

The Board of Supervisors made the determination to not renew the Exclusive Right to Negotiate with SCD, LLC. The County will continue to evaluate its options with regards to the future implementation of the Solano360 Specific Plan which will include demolition/clean-up of specific areas of the site, targeted upgrades to existing facilities and potential solicitation of a new developer(s) for the 149.1-acre project site.

In April of 2018, the County solicited and received bids for the demolition of grandstands, horse barns and ancillary structures and anticipates award of the contract for demolition in June 2018. Demolition will commence in July 2018 and be completed in FY2018/19.

### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,573,237 or 14.0% in revenues and an increase of \$1,564,344 or 24.5% in appropriations when compared to the FY2017/18 Adopted Budget. The appropriations will be used for consultant services, permit fees, repair and renovation of existing fair core buildings, and demolition costs for unused/obsolete facilities. The total General Fund loan for the Solano360 Project is \$8.2 million.



**Summary of Other Administered Budgets 1820 – Fund 107-Fairgrounds Development Project**  
**Birgitta E. Corsello, County Administrator**  
**Plant Acquisition**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	27,133	0	0	0	0.0%
CHARGES FOR SERVICES	4,134	0	0	0	0.0%
OTHER FINANCING SOURCES	0	7,267,568	8,194,331	926,763	12.8%
GENERAL FUND CONTRIBUTION	0	4,000,000	1,500,000	(2,500,000)	(62.5%)
<b>TOTAL REVENUES</b>	<b>31,267</b>	<b>11,267,568</b>	<b>9,694,331</b>	<b>(1,573,237)</b>	<b>(14.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	340,622	6,369,524	7,925,268	1,555,744	24.4%
OTHER CHARGES	990	9,163	17,763	8,600	93.9%
<b>TOTAL APPROPRIATIONS</b>	<b>341,612</b>	<b>6,378,687</b>	<b>7,943,031</b>	<b>1,564,344</b>	<b>24.5%</b>
<b>NET CHANGE</b>	<b>310,345</b>	<b>(4,888,881)</b>	<b>(1,751,300)</b>	<b>3,137,581</b>	<b>(64.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Transfers-In - County Contributions revenues will increase by \$1.5 million to cover additional costs for the demolition of fair structures and for potential renovation of existing fair structures. This is intended to reduce maintenance and operational impacts of the Solano County Fair and to prepare the site for redevelopment. These funds will be transferred from the County's General Fund to cover the anticipated project costs.

In FY2017/18, the Board approved a loan of up to \$8.2 million in Other Financing Sources – Long-Term Debt Proceeds of which \$7.3 million was utilized. In FY2018/19, Long-Term Debt Proceeds revenue will increase by approximately \$926,763 to cover anticipated costs for repair and renovation of existing fair structures. These funds are part of the overall General Fund loan to the project and will result in the project fully utilizing the total \$8.2 million loan as authorized by the Board.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The conditions of the existing Fairgrounds Facilities, which have significantly deteriorated as a result of extended intensive usage and reduced maintenance funding, require the County of Solano to prioritize funding for demolition and renovation of selected structures on the Fairgrounds site.

**Michael J. Lango, Director of General Services**  
**Plant Acquisition**

### FUNCTION AND RESPONSIBILITIES

This budget unit supported the renovation and construction of Health and Social Services facilities in Fairfield, Vacaville and Vallejo. Facility projects included clinics and laboratories in Vallejo; the Integrated Care Pediatric clinic with exam and treatment rooms in Fairfield; the Crisis Stabilization Unit 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, grant funds, and other revenue sources. In FY2016/17, an office “hoteling” project in Fairfield that allows staff from several divisions to utilize flexible office space was completed.

All outlined projects have been completed; however, Countywide Administrative Overhead credits continue to be a source of revenue in this budget and are placed into contingencies for future use.

### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

None.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$40,638 or 72.9% in revenues and an increase of \$8,103 or 184.1% in appropriations when compared to the FY2017/18 Adopted Budget.

#### Primary Funding Sources

The primary funding sources for the Budget are interest income and Countywide Administrative Overhead.

The FY2018/19 Recommended Budget includes a \$40,638 or 72.9% net decrease in revenue due to the decrease in Countywide Administrative Overhead revenue for cost recovery.

#### Primary Costs

The FY2018/19 Recommended Budget includes a \$8,103 or 184.1% increase in appropriations due to an increase in Countywide Administrative Overhead for cost incurred in this Budget area.

#### Fixed Assets

None.

See related Budget Unit 9149 – Fund 249 Contingencies (refer to Contingencies section of the Budget).

### DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	6,373 97,034	5,200 50,530	7,501 7,591	2,301 (42,939)	44.3% (85.0%)
<b>TOTAL REVENUES</b>	<b>103,407</b>	<b>55,730</b>	<b>15,092</b>	<b>(40,638)</b>	<b>(72.9%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	72,815	0	0	0	0.0%
OTHER CHARGES	312	4,402	12,505	8,103	184.1%
F/A BLDGS AND IMPRMTS	214,602	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>287,728</b>	<b>4,402</b>	<b>12,505</b>	<b>8,103</b>	<b>184.1%</b>
<b>NET CHANGE</b>	<b>184,322</b>	<b>(51,328)</b>	<b>(2,587)</b>	<b>48,741</b>	<b>(95.0%)</b>

**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.

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## **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 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, regional transportation, 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 (includes Courts), Health and Social Services, Library, General Government, Regional Transportation Part A and Part B.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$931,661 or 14.3% in revenues and a decrease of \$4,149 or 0.2% in appropriations when compared to the FY2017/18 Adopted Budget. The decrease in revenues is a factor of a projected decrease in construction permits anticipated throughout the County in FY2018/19.

Appropriations include:

- \$726,690 Transfers-Out from the PFF Public Protection Division (BU 1761) to COP Debt Service (BU 9803) used to finance the Probation Facility and improvements to the Central Utility Plant.
- \$580,066 Transfers-Out to COP Debt Service (BU 8037) used to finance the County Administration Center (CAC) and improvements to the Central Utility Plant.
- \$585,000 from the PFF Vacaville Library District Division (BU 1764) to the Vacaville Library District for facility expansion and related debt.
- \$150,000 Transfers-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 land to construct the H&SS Administration Building.
- \$85,000 from the PFF Suisun Public Library to the City of Suisun for the interest payment on the 2008 Library Construction loan.
- \$76,981 for accounting, auditing, Countywide Administrative Overhead, legal and other professional services.

See related Budget Unit 9124 – Fund 296 Contingencies (refer to Contingencies section of the Budget).

**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	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	135,853	45,309	63,287	17,978	(39.7%)
CHARGES FOR SERVICES	<u>7,277,982</u>	<u>6,449,639</u>	<u>5,500,000</u>	<u>(949,639)</u>	<u>14.7%</u>
<b>TOTAL REVENUES</b>	<b>7,413,835</b>	<b>6,494,948</b>	<b>5,563,287</b>	<b>(931,661)</b>	<b>14.3%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	18	100,575	1,575	(99,000)	98.4%
OTHER CHARGES	647,161	650,625	745,406	94,781	(14.6%)
OTHER FINANCING USES	<u>1,458,298</u>	<u>1,456,686</u>	<u>1,456,756</u>	<u>70</u>	<u>(0.0%)</u>
<b>TOTAL APPROPRIATIONS</b>	<b>2,105,477</b>	<b>2,207,886</b>	<b>2,203,737</b>	<b>(4,149)</b>	<b>0.2%</b>
<b>NET CHANGE</b>	<b>(5,308,357)</b>	<b>(4,287,062)</b>	<b>(3,359,550)</b>	<b>927,512</b>	<b>(21.6%)</b>

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**4130 – Fund 263-CJ Facility Temp Const Fund**  
**Michael J. Lango, Director of General Services**  
**Justice/Detention & Corrections**

**Summary of Other Administered Budgets**

**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 represents a decrease of \$31,101 or 10.9% in revenues and an increase of \$348,216 or 16789.6% in appropriations when compared to the FY2017/18 Adopted Budget. The increase in appropriations is due to the one-time Operating Transfers-Out in FY2018/19 to fund maintenance projects in criminal justice facilities. Appropriations in this Fund include Countywide Administrative Overhead charges. 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).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	25,525	23,333	28,551	5,218	22.4%
REVENUE FROM USE OF MONEY/PROP	7,757	2,928	7,499	4,571	156.1%
CHARGES FOR SERVICES	269,770	257,837	216,947	(40,890)	(15.9%)
<b>TOTAL REVENUES</b>	<b>303,052</b>	<b>284,098</b>	<b>252,997</b>	<b>(31,101)</b>	<b>(10.9%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	3,080	2,074	4,490	2,416	116.5%
OTHER FINANCING USES	705,000	0	345,800	345,800	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>708,080</b>	<b>2,074</b>	<b>350,290</b>	<b>348,216</b>	<b>16789.6%</b>
<b>NET CHANGE</b>	<b>405,028</b>	<b>(282,024)</b>	<b>97,293</b>	<b>379,317</b>	<b>(134.5%)</b>

**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 represents a decrease of \$39,403 or 14.0% in revenues and a decrease of \$150,996 or 37.9% in appropriations when compared to the FY2017/18 Adopted Budget. Appropriations in this Fund include Countywide Administrative Overhead charges and an Operating Transfers-Out for a payment toward principal and interest on the 2017 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 decrease in revenues is primarily due to decreasing trend in the collections for court fees.

See related Budget Unit 9120 - Fund 264 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	25,524	23,333	25,008	1,675	7.2%
REVENUE FROM USE OF MONEY/PROP	1,212	317	100	(217)	(68.5%)
CHARGES FOR SERVICES	269,727	257,800	216,939	(40,861)	(15.8%)
<b>TOTAL REVENUES</b>	<b>296,464</b>	<b>281,450</b>	<b>242,047</b>	<b>(39,403)</b>	<b>(14.0%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	1,487	2,202	5,397	3,195	145.1%
OTHER FINANCING USES	397,894	396,138	241,947	(154,191)	(38.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>399,381</b>	<b>398,340</b>	<b>247,344</b>	<b>(150,996)</b>	<b>(37.9%)</b>
<b>NET CHANGE</b>	<b>102,917</b>	<b>116,890</b>	<b>5,297</b>	<b>(111,593)</b>	<b>(95.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

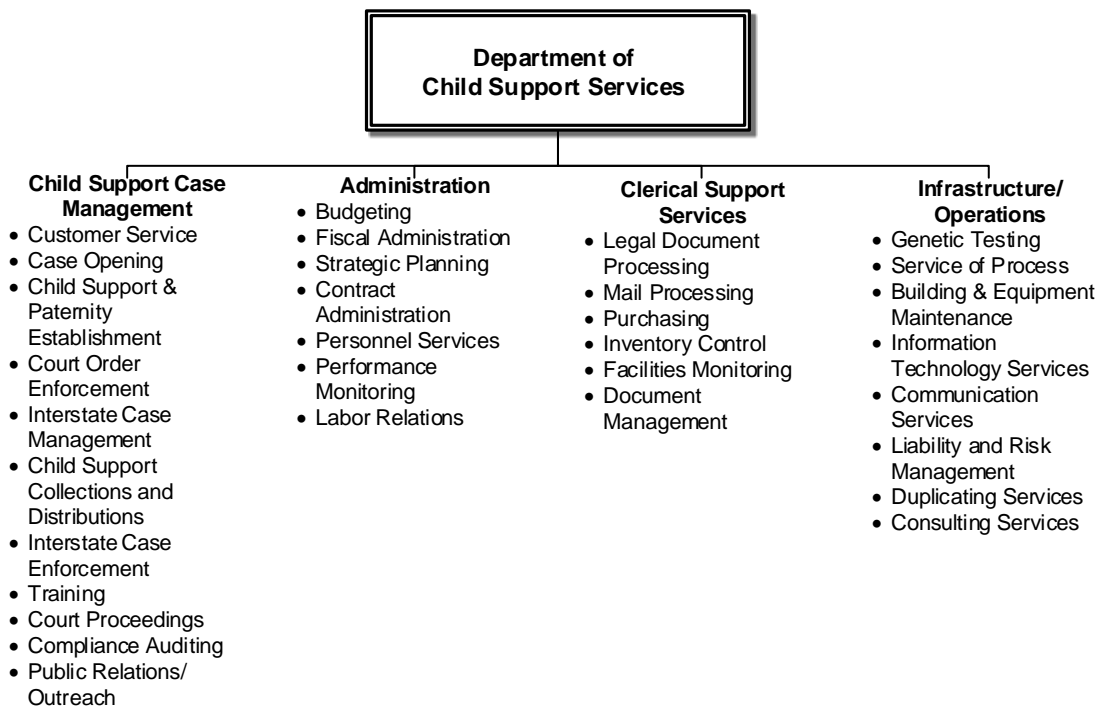
In FY2018/19 the Courthouse Temporary Construction Fund is not projected to generate revenues sufficient to fund the full contribution of \$396,426 to the 2017 Certificates of Participation (COP). The fund will contribute \$241,947 based on projected available revenue and available Fund Balance. To address the shortfall in the contribution to the 2017 COP's until such time as the revenues in this Fund return to a level where the full contribution can be made, the shortfall will be funded from a draw from debt service reserves.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County Administrator is closely monitoring ongoing revenues from Court fines and vehicle violations, which are not trending to meet the debt service obligations in future years. If revenues do not improve, the County may be required to continue to use reserves in the debt service funds to satisfy debt service payments.

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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) enriches our community by promoting parental responsibility to enhance the well-being of children by providing child support services to establish parentage and collect child support.

## Budget Summary:

FY2017/18 Midyear Projection:	12,500,871
FY2018/19 Recommended:	12,790,410
County General Fund Contribution:	40,000
Percent County General Fund Supported:	0.3%
Total Employees (FTEs):	95

## FUNCTION AND RESPONSIBILITIES

DCSS works closely with parents and guardians to ensure families needing child support services receive them. A wide variety of activities are undertaken by DCSS to achieve these objectives, including: establishing paternity, which may include genetic testing, locating parents and their income and assets, obtaining court-ordered child support and health insurance coverage, enforcing monthly and past due child support utilizing appropriate enforcement tools, modifying existing child support orders, working with the State Disbursement Unit (SDU) to collect and distribute child support payments, and conducting complaint resolution and formal hearings. The Department partners with parents and guardians to set realistic child support orders that allow steady and reliable income for the child and family. In keeping with a program recognized for providing economic stability for low-income families, all parents and guardians, regardless of income or immigration status, are eligible for child support services. Research has shown that the child support program is among the most effective means of reducing child poverty and improves outcomes for children.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

### Challenges:

Since FY2003/04, funding from the state and federal government has remained relatively flat and is expected to remain flat in FY2018/19, the fifteenth consecutive year. The Department is funded with 34% state funds and 66% federal funds. As such, the Department continues to experience cost pressures related to rising salaries and increases in retirement and health benefit costs. Consequently, staffing has been reduced from 156 employees to 95 employees, a 39% reduction, during the same fifteen-year period, mostly through attrition. To mitigate the unyielding impacts of continuous flat funding, the Department has

**Pamela Posehn, Director of Department of Child Support Services**  
**Judicial**

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moved its staff into one office building to reduce building lease and operating expenses. The Department also continues to investigate and implement new technology and automation projects to make business processes more efficient and effective. In addition, DCSS participates in shared services agreements with other local child support agencies, including receiving call center services from another local child support agency.

Accomplishments:

- Distributed \$37,131,522 in child support payments in the Federal Fiscal Year (FFY) 2017, which represents needed money that helps families reach and maintain economic security.
- Achieved a collection rate of 70.5% on cases with past due child support, above the state average of 66.4%.
- Established a partnership with the Family Law branch of the Superior Court to provide an ongoing presence in the Family Law courtrooms. At the start of court proceedings, a DCSS representative explains in English and Spanish, the services available from DCSS, and court visitors are encouraged by the judge to utilize DCSS services, when appropriate.
- Provided new ways for customers to pay child support including using TouchPay kiosks, which are conveniently located in the lobbies of Child Support Services, Probation, and Sheriff's Office. The kiosks accept cash, as well as debit and credit cards and provide a fast and efficient payment method for customers owing child support.
- Introduced an automated "banding tool" for caseworkers to more effectively manage cases and provide improved customer service.
- In partnership with the Superior Court, implemented a system for obtaining signed court orders immediately following court hearings; both parties receive a copy of the order before leaving court. Judgment orders are also filed with the court on the same day as the hearing, ensuring that financial and medical support orders are established faster and first payments to families are received earlier.
- Collaborated with other County departments and community organizations to explore ways to assist shared customers.

**WORKLOAD INDICATORS**

- During the period October 2016 through September 2017 (FFY2017), the Department opened and administered 2,293 new child support cases through referrals from Solano County Department of Health and Social Services or applications received via the internet, by mail or in person. The Department managed approximately 15,778 child support cases throughout the year. Of those cases, 93.4% had child support orders established.
- During the same 12-month period, the Department:
  - Collected \$26,682,802 through income withholding orders served on employers.
  - Collected \$2,263,334 through federal and state tax intercepts.
  - Successfully served 1,135 Summons and Complaints documents to parents.
  - Reviewed 1,868 requests to review court ordered child support obligations due to a change in circumstances. Of those requests, 277 resulted in a modification of the monthly child support obligations that better reflected the parents' ability to pay.
  - With a staff of three attorneys, attended 1,206 court hearings to establish, modify, or enforce child support on behalf of children and families.
  - Scanned 39,275 case documents into the Department and statewide document imaging systems.
  - Achieved a cost effectiveness ratio of \$3.02, well above the state average of \$2.52. For every \$1.00 of state/federal money spent on the program, the Department collected and distributed \$3.02 for families.
  - Directly assisted 6,154 customers in the office.
  - Facilitated genetic testing for 233 customers.

## 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	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
OPERATIONS	12,375,622	12,632,286	12,545,882	(86,404)	(0.7%)
<b>TOTAL REVENUES</b>	<b>12,375,622</b>	<b>12,632,286</b>	<b>12,545,882</b>	<b>(86,404)</b>	<b>(0.7%)</b>
<b>APPROPRIATIONS</b>					
CHILD SUPPORT CASE MANAGEMENT	7,780,676	8,066,077	7,820,977	(245,100)	(3.0%)
ADMINISTRATION	484,267	494,362	518,169	23,807	4.8%
CLERICAL SUPPORT SERVICES	2,274,242	2,271,616	2,322,041	50,425	2.2%
OPERATIONS	1,838,199	2,040,393	2,129,223	88,830	4.4%
<b>TOTAL APPROPRIATIONS</b>	<b>12,377,384</b>	<b>12,872,448</b>	<b>12,790,410</b>	<b>(82,038)</b>	<b>(0.6%)</b>
<b>CHANGE IN FUND BALANCE</b>					
CHILD SUPPORT CASE MANAGEMENT	7,780,676	8,066,077	7,820,977	(245,100)	(3.0%)
ADMINISTRATION	484,267	494,362	518,169	23,807	4.8%
CLERICAL SUPPORT SERVICES	2,274,242	2,271,616	2,322,041	50,425	2.2%
OPERATIONS	(10,537,423)	(10,591,893)	(10,416,659)	175,234	(1.7%)
<b>CHANGE IN FUND BALANCE</b>	<b>1,762</b>	<b>240,162</b>	<b>244,528</b>	<b>4,366</b>	<b>1.8%</b>
<b>STAFFING</b>					
CHILD SUPPORT CASE MANAGEMENT	75	72	70	(2)	(2.8%)
ADMINISTRATION	2	2	2	0	0.0%
CLERICAL SUPPORT SERVICES	25	23	23	0	0.0%
INFRASTRUCTURE/OPERATIONS	0	0	0	0	0.0%
<b>TOTAL STAFFING</b>	<b>102</b>	<b>97</b>	<b>95</b>	<b>(2)</b>	<b>(2.1%)</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$86,404 or 0.7% in revenues and a decrease of \$82,038 or 0.6% in appropriations when compared to the FY2017/18 Adopted Budget.

#### Primary Funding Sources

The Department receives 34% of its intergovernmental funding from the state and 66% from the federal government. The state and federal revenues are expected to remain flat for the fifteenth consecutive year. The Department continues to receive income from Health and Social Services (H&SS) for subleased office space occupied by the Special Investigations Bureau (SIB). This revenue will end after December 2018, when the Department vacates the office space in one of two buildings currently occupied.

#### Primary Costs

The FY2018/19 Recommended Budget includes an \$82,038 or 0.6% net decrease in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$22,725 or 0.2%. The increase is mainly due to increases in salaries, retirement, health insurance and workers compensation costs; and offset by the deletion of two vacant positions as well as a decrease of \$122,444 in accrued leave payoff for anticipated retirements in FY2018/19.
- Services and Supplies reflect an increase of \$10,159. The increase is primarily due to increases of \$120,315 in central data processing costs and \$15,000 for marketing and outreach. This is offset by decreases of \$19,635 to education and training; and, \$87,880 to rents and leases, and \$12,000 to utilities as a result of vacating one office building in December 2018.

**Pamela Posehn, Director of Department of Child Support Services**  
**Judicial**

- Other Charges reflect an increase of \$76,465 primarily due to an increase in Countywide Administrative Overhead charges.
- Other Financing Uses reflect a decrease of \$191,387 in pension obligation bond costs.

#### Contracts

The FY2018/19 Recommended Budget includes \$105,203 in contracted services as follows:

- \$58,000 for service of legal documents to customers
- \$27,203 for janitorial services
- \$11,000 for genetic testing services
- \$9,000 to continue marketing and outreach efforts to promote child support services

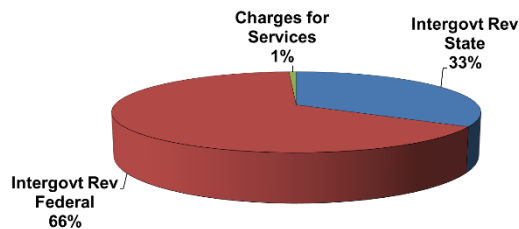
#### Fixed Assets

None.

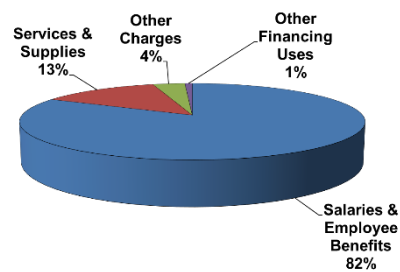
#### **DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	6,838	6,000	6,000	0	0.0%
INTERGOVERNMENTAL REV STATE	4,124,488	4,190,460	4,190,460	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	8,057,350	8,214,422	8,214,422	0	0.0%
CHARGES FOR SERVICES	186,931	181,404	95,000	(86,404)	(47.6%)
MISC REVENUE	15	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	0	40,000	40,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>12,375,622</b>	<b>12,632,286</b>	<b>12,545,882</b>	<b>(86,404)</b>	<b>(0.7%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	10,236,985	10,530,557	10,553,282	22,725	0.2%
SERVICES AND SUPPLIES	1,563,297	1,672,504	1,682,663	10,159	0.6%
OTHER CHARGES	275,516	373,710	450,175	76,465	20.5%
OTHER FINANCING USES	301,587	295,677	104,290	(191,387)	(64.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>12,377,384</b>	<b>12,872,448</b>	<b>12,790,410</b>	<b>(82,038)</b>	<b>(0.6%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,762</b>	<b>240,162</b>	<b>244,528</b>	<b>4,366</b>	<b>1.8%</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Department is anticipating several staff retirements in FY2018/19 at a cost of \$120,000 in accrued leave payouts. To help fund this cost and prevent the loss of additional staff, the Recommended Budget includes a \$40,000 contribution from the Accrued Leave Payoff reserve to help offset the cost of the anticipated retirements. The Department will leverage these (local match) dollars to draw down additional federal monies as part of the Federal Financial Participation Match Program (FFP). Absent the contribution and accompanying federal match, the Department asserts that services will be negatively impacted.

### SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2017/18 Budget are provided below.

On February 6, 2018, the Board approved the following position changes:

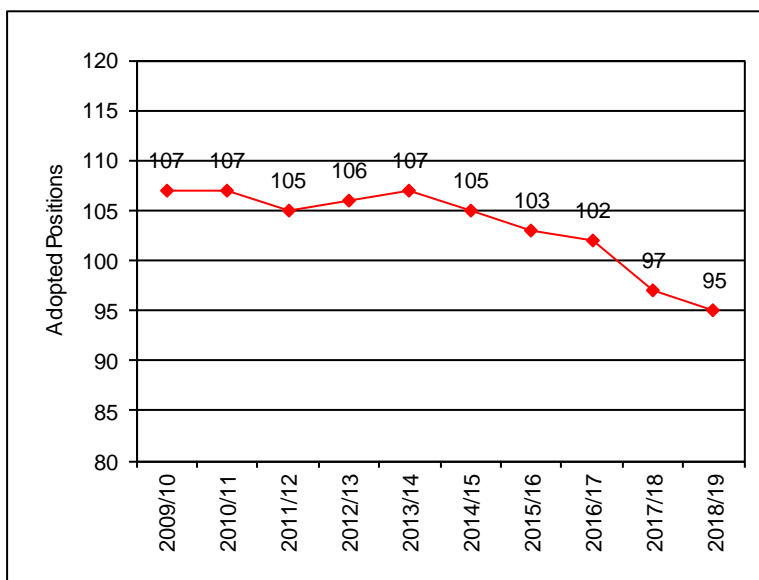
- Deleted 1.0 FTE Child Support Training Specialist
- Added 1.0 FTE Child Support Specialist (Supervising)

The FY2018/19 Recommended Budget includes the following changes:

- Delete 1.0 FTE Staff Analyst (Senior)
- Delete 1.0 FTE Child Support Attorney IV

The Staff Analyst (Senior) retired in September 2017. After careful review, the Department determined that the work could be absorbed by the remaining management, fiscal, and accounting staff. Similarly, the Child Support Attorney IV work has been absorbed by the remaining legal staff as part of a reorganization implemented in October 2017.

### STAFFING TREND

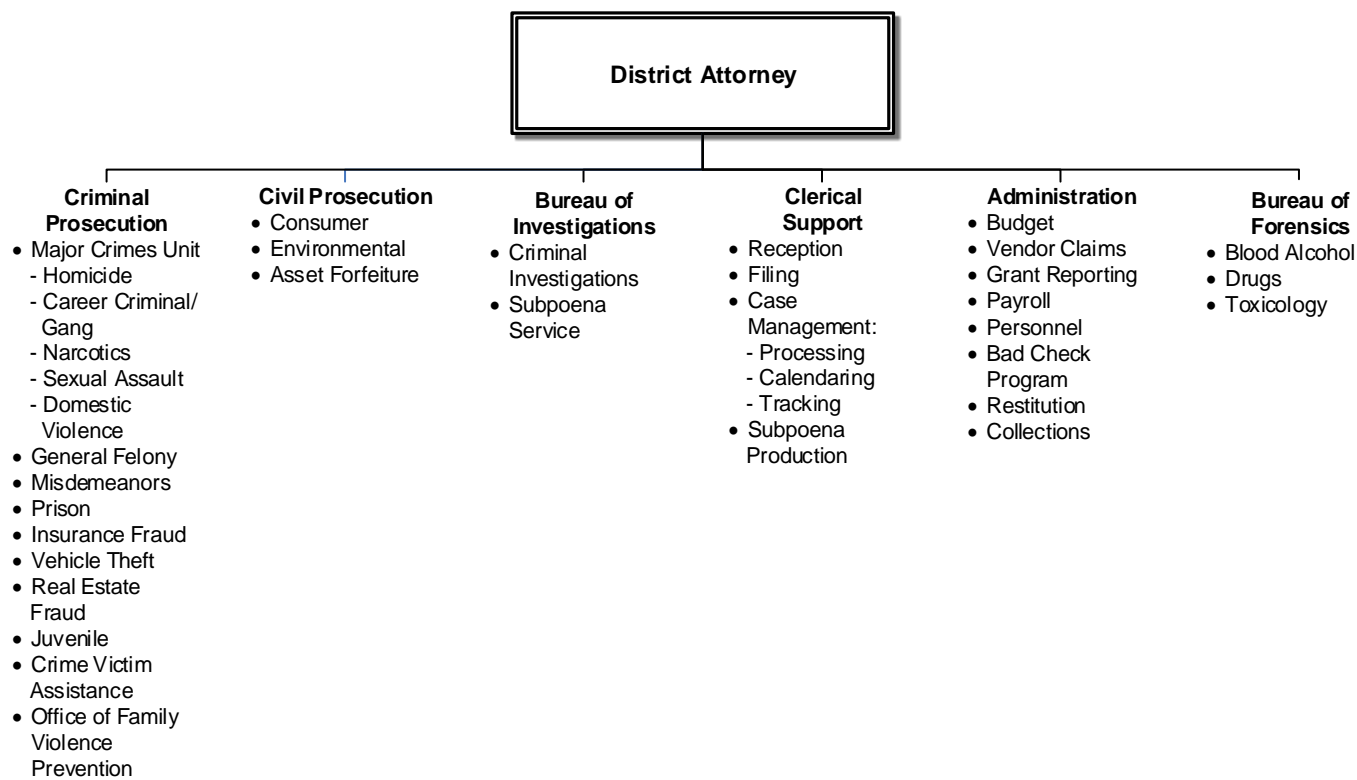


### PENDING ISSUES AND POLICY CONSIDERATIONS

The Department is experiencing leadership changes at both the state and federal level. In June 2017, Mr. Scott Lekan was appointed as the Department of Health & Human Services' Administration for Children and Families (ACF), Office of Child Support Enforcement (OCSE) Commissioner. Mr. Lekan brings a unique mix of state-level leadership and a law enforcement background.

Mr. Lekan begins his appointment by reassessing four core principles: communication, collaboration, efficiency, and fiscal responsibility with a focus on building relationships with partners in the human services profession.

In February 2018, Michael Wilkening became the Acting Director of the California Department of Child Support Services while a search for a new state director is underway. Mr. Wilkening has served as Undersecretary of the California Health and Human Services Agency since 2008.



## 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:

FY2017/18 Midyear Projection:	25,269,139
FY2018/19 Recommended:	26,177,095
County General Fund Contribution:	13,725,007
Percent County General Fund Supported:	52.4%
Total Employees (FTEs):	132

## 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, located in the cities of Fairfield and Vallejo, 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

### Challenges:

- Revenue from the Prop. 172 (Local Public Safety Protection and Improvement Act of 1993), the ½ cent sales tax dedicated for public safety, has plateaued, which has impacted the Department's ability to add staffing. Since the budget reductions in FY2011/12, increases in Prop. 172 revenues over the last few years have allowed the District Attorney's Office to bring back some of the positions that were lost due to layoff and early retirements. The Department's Misdemeanor Prosecution

Unit and Bureau of Investigations remain understaffed relative to the increased case filings and the increased needs of crime victims.

Accomplishments:

- Juvenile Justice Forum: On September 28, 2017, representatives from the Solano County District Attorney's Office, the Solano County Probation Department and the Vallejo Police Department participated in a public forum on the Juvenile Justice System. The event provided members of the community an opportunity to connect with the criminal justice agencies that are responsible for administering juvenile justice in Solano County and discuss community issues. The public forum consisted of an educational presentation covering the many facets of the Juvenile Justice System and concluded with a panel discussion with members of the participating criminal justice agencies.
- City of Benicia's Neighborhood Court Program: On November 9, 2017, the Solano County District Attorney's Office and the Benicia Police Department announced the creation of a Neighborhood Court Program. The Neighborhood Court Program is a Restorative Justice Program initiated by the Solano County District Attorney's Office in cooperation with the Benicia Police Department and the City of Benicia that is designed to address low level crimes (misdemeanors and infractions) through community based solutions to swiftly address the harm caused by the offense, while resolving the case outside of the criminal justice system. The Neighborhood Court convenes on a monthly basis.
- Elder Abuse Unit/Financial Abuse Specialist Team (F.A.S.T.): The District Attorney's Office continues to administer the Financial Abuse Specialist Team (F.A.S.T.). F.A.S.T., which is a collaborative multi-disciplinary team of public, private, and non-profit agencies and specialists that assist financially abused elders to recover from the loss of assets, prevent further financial loss, and help elders improve the quality of life as older adults. In 2017, the Unit received 56 new cases and has done 23 home visits to elders suspected of being abused.
- Courage Center 2: The Courage Center 2, a Child Advocacy Center (CAC), staffed and managed by Napa-Solano SANE/SART (Sexual Assault Nurse Examiner/Sexual Assault Response Team), continues to be co-located at the Family Justice Center. The Center provides a multi-disciplinary approach to interviewing children who have been victims of crime in a child-friendly atmosphere where a child can feel safe in telling his or her story. Starting July 1, 2018, the Courage Center 2 will be sustained annually through a California Office of Emergency Services (CalOES) Child Advocacy Center grant program that provides \$200,000 annually to Napa-Solano SANE/SART for CAC services. In 2017, the Courage Center 2 helped 149 children through forensic interviews and performed 40 non-acute SART exams.
- Community Prosecutor: The District Attorney's Office continues to assign an attorney to address community quality of life issues as they exist in each city. The Community Prosecutor is available to educate the public about the criminal justice system and address concerns of community residents, while working with local law enforcement agencies, business improvement districts, chambers of commerce, faith-based groups, school districts, and other non-profit organizations to form collaborative partnerships that will assist in identifying and implementing strategies for dealing with crime and quality of life issues. The emphasis is not on arrest and prosecution, but rather on learning new ways to prevent crime from occurring.
- Consumer and Environmental Crimes Unit: The following settlements occurred between January 2017 to February 2018:
  - In January 2017, a multi-jurisdictional settlement was reached by the California Food Drug and Medical Device (FDMD) Task Force, of which Solano County is a part, with Sears Holdings Management Corporation ("Sears"), for selling nutritional supplements that contained illegal drug ingredients banned by the FDA. As part of the settlement, Sears agreed to pay civil penalties and costs in the amount of \$235,000 and to be permanently ordered not to sell any nutritional supplements containing FDA banned illegal drug ingredients directly or through its online marketplace. Solano County's share of the penalties and costs was \$23,500.
  - In April 2017, a settlement was reached between the District Attorney's Offices of Solano, Yolo and San Joaquin Counties with Woodland Biomass Power, Ltd (Woodland Biomass) for causing tens of thousands of tons of ash—some of which was hazardous waste—to be disposed of on properties not authorized to receive hazardous waste, including thousands of tons of contaminated bed ash disposed of at Potrero Hills landfill in Solano County. Under the settlement, Woodland Biomass Power must pay \$2.12 million in civil penalties, \$850,000 to reimburse for the costs of investigation, and over \$1.25 million to remediate the one site where testing has indicated hazardous materials are present in concentrations that exceed regulatory thresholds. The company must also implement improved ash-management



procedures designed to prevent future violations of hazardous-waste laws. The monetary settlement includes a total of \$165,000 in penalties and costs to Solano County District Attorney's Office and Solano County Department of Resource Management.

- In December 2017, a multi-jurisdictional settlement was reached by the FDMD Task Force with Savvier, LP, Savvier Data Management LP and Savvier, Inc., (Savvier), for making representations regarding the effects or attributes of its products that mischaracterized the products as medical devices or drugs, and which were not supported by competent and reliable scientific evidence, including that Savvier products could reduce belly fat. Savvier also failed to properly disclose return charges and automatic renewal terms. As part of the settlement, Savvier is permanently ordered not to make any unsupported claims in the future; not to advertise their products as drugs or medical devices; and must make proper disclosures regarding returns and automatic renewal charges. Savvier also agreed to pay \$848,113 in civil penalties, to make an additional \$100,000 in restitution to consumer protection, and pay \$120,000 in cost reimbursement to the prosecuting agencies. Solano County's share of the penalties and costs was \$93,224.
- County Victim Services Grant Program: This program funded by a grant from the CalOES XC Program provides services to fill crime victim service gaps by increasing victim advocacy on middle and high school campuses in Solano County. The program also increases support for crime victims seeking protection orders through advocacy, and increases courtroom advocacy through Court Appointed Special Advocates (CASA) for children in foster care as the result of being victims of abuse and neglect. The grant expires on December 31, 2019.
- Outreach Efforts and Community Activities: In 2017, the District Attorney's Office outreach efforts and community activities included: Pursuit of Justice forums, where the public meets with the District Attorney and staff to discuss matters related to crime in Solano County; informational booths at the Dixon May Fair, Vacaville Fiesta Days, Solano County Fair, Grillin' & Chillin' street fair in Dixon; Hog August Bites street fair in Rio Vista; a collaborative forum with Fairfield Police Department to discuss ways families in Solano County can keep their children safe from potential abuse; Human Trafficking/Commercial Sexual Exploitation of Children (CSEC) information forums in Vallejo, Benicia, Dixon, and Suisun that addressed the issues facing victims, law enforcement, and community organizations when combatting human trafficking and CSEC; "The Power of Kindness" video contest, a collaboration between District Attorney Abrams and District 4 Supervisor John M. Vasquez that seeks to address bullying on middle and high school campuses by challenging students to create videos that illustrate what positive behavior looks like and show others the effect the power of kindness can have on campus and in the community; National Night Out where District Attorney's Office staff partnered with local law enforcement in Suisun, Vacaville, Vallejo, Benicia, Fairfield, and Dixon to strengthen neighborhood spirit and heighten crime prevention awareness in Solano County.
- Victim Witness Assistance Program: The District Attorney's Office continues to operate its Victim Witness Assistance Program as part of its commitment to obtaining justice for crime victims and ensuring that the office complies with Marsy's Law (Victims' Bill of Rights Act of 2008). The District Attorney's Office continues to employ two victim witness advocates fluent in Tagalog and Spanish to lead advocacy efforts for limited English proficient Filipino- and Spanish-speaking victims to work closely with community leaders and key stakeholders to develop an outreach and communications plan that effectively reaches victims and engages them with trauma-informed services that build trust through cultural sensitivity and comprehensive, individualized support.

## **WORKLOAD INDICATORS**

- As of March 2018, the District Attorney's Major Crimes Unit has 62 active homicide cases.
- In 2017, the District Attorney's Office filed 2,812 felony cases and 6,618 misdemeanor cases.
- During the same period, the Auto Theft Prosecution Unit filed 314 cases, an increase of 17 cases from 2016.
- Since November 2014, the Bureau of Investigations Cold Case Unit has reviewed 21 cases, with 6 current open cases, 1 arrest, and 1 warrant issued.

- During FY2016/17, the forensic laboratory received the following submissions:  
 Alcohol: 1,196 requests for analysis (increase of 7% over FY2015/16)  
 Controlled Substances: 1,798 requests for analysis (decrease of 14% over FY2015/16)  
 Toxicology Screening: 463 requests for analysis (increase of 3% over FY2015/16)  
 Toxicology Confirmation: 437 requests for confirmations (increase of 15% over FY2015/16)
- During the same period, there were 137 Firearms Test Firings for the National Integrated Ballistic Information Network (NIBIN).
- During the same period, a total of 71,482 real estate recording documents were filed.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CRIMINAL PROSECUTION	21,505,751	23,066,808	24,291,539	1,224,731	5.3%
CIVIL PROSECUTION	1,002,895	1,006,443	1,237,041	230,598	22.9%
BUREAU OF INVESTIGATIONS	0	0	0	0	0.0%
CLERICAL SUPPORT	0	0	0	0	0.0%
ADMINISTRATION	24,072	53,746	80,056	26,310	49.0%
BUREAU OF FORENSICS	95,454	111,132	568,459	457,327	411.5%
<b>TOTAL REVENUES</b>	<b>22,628,172</b>	<b>24,238,129</b>	<b>26,177,095</b>	<b>1,938,966</b>	<b>8.0%</b>
<b>APPROPRIATIONS</b>					
CRIMINAL PROSECUTION	12,921,503	15,315,641	15,734,600	418,959	2.7%
CIVIL PROSECUTION	1,003,408	1,006,443	1,237,041	230,598	22.9%
BUREAU OF INVESTIGATIONS	3,393,766	2,901,500	3,290,338	388,838	13.4%
CLERICAL SUPPORT	3,393,766	3,000,685	3,315,178	314,493	10.5%
ADMINISTRATION	678,753	725,208	730,709	5,501	0.8%
BUREAU OF FORENSICS	1,233,912	1,288,652	1,869,229	580,577	45.1%
<b>TOTAL APPROPRIATIONS</b>	<b>22,625,109</b>	<b>24,238,129</b>	<b>26,177,095</b>	<b>1,938,966</b>	<b>8.0%</b>
<b>NET CHANGE</b>					
CRIMINAL PROSECUTION	7,197,457	8,509,930	8,893,805	383,875	4.5%
CIVIL PROSECUTION	0	0	0	0	0.0%
BUREAU OF INVESTIGATIONS	1,889,633	1,611,729	1,729,351	117,622	7.3%
CLERICAL SUPPORT	1,889,633	1,663,305	1,743,076	79,771	4.8%
ADMINISTRATION	373,112	399,709	384,300	(15,409)	(3.9%)
BUREAU OF FORENSICS	686,045	709,161	974,475	0	37.4%
<b>NET CHANGE</b>	<b>12,035,880</b>	<b>12,893,834</b>	<b>13,725,007</b>	<b>831,173</b>	<b>6.4%</b>
<b>STAFFING</b>					
CRIMINAL PROSECUTION	61.75	61.75	61.75	0.0	0.0%
CIVIL PROSECUTION	5.0	5.0	6.00	1.0	20.0%
BUREAU OF INVESTIGATIONS	19.5	19.5	19.50	0.0	0.0%
CLERICAL SUPPORT	30.0	32.0	32.00	0.0	0.0%
ADMINISTRATION	5.75	5.75	5.75	0.0	0.0%
BUREAU OF FORENSICS	7.0	7.0	7.00	0.0	0.0%
<b>TOTAL STAFFING</b>	<b>129.00</b>	<b>131.00</b>	<b>132.00</b>	<b>1.00</b>	<b>0.8%</b>

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**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$1,938,966 or 8.0% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. As a result, the General Fund Contribution increases by approximately \$831,173 or 6.4%.

Primary Funding Sources

The primary funding source for the Department is the General Fund, which comprises approximately \$13,725,007 or 52.4% of the Recommended Budget. For FY2018/19, the General Fund Contribution increased by \$831,173 or 6.4% when compared to the FY2017/18 Adopted Budget. The increase is primarily due to increases in Salaries and Benefits, Central Data Processing Services, and Countywide Administrative Overhead costs.

Other funding sources include the following:

- Fine, Forfeitures, and Penalties of \$116,600 represents a decrease of \$25,920 or 18.2%, primarily due to decreased fee collection related to clients' ability to pay.
- Intergovernmental Revenue, which includes federal and State grants as well as State allocations, includes \$9,984,271, an increase of \$848,748 or 9.3%, which includes the following:
  - State allocation of \$5,201,580 from the Public Safety Augmentation Fund, which is funded from the public safety-dedicated ½ cent sales tax (Proposition 172), reflects an increase in FY2018/19 of \$193,269 or 3.9%.
  - State reimbursement of \$1,118,000 for the prosecution of crimes committed within California State Prison (CSP) Solano and California Medical Facility under Penal Code section 4700.
  - State 2011 Realignment of \$835,085 for parole revocation, prosecution of cases related to the Post-Release to Community Supervision (PRCS), and other program services under AB 109, reflecting no change when compared to the FY2017/18 Adopted Budget.
  - Recurring State grant of \$459,859 from the Office of Traffic Safety DUI Equipment Program for toxicology equipment for the Bureau of Forensic Services.
  - Federal/State grant of \$386,749 from CalOES Victim Services XC for crime victim advocacy services. The grant period is through December 31, 2019 and funds contracts with SafeQuest and CASA for services at the Solano Family Justice Center and the Vallejo branch of the Superior Court of Solano County.
  - Federal/State grant of \$374,352 from the Crime Victim Assistance Program to assist victims of crime.
  - Recurring State grant of \$309,900 from the DUI Vertical Prosecution Program for the prosecution of Driving Under the Influence (DUI) cases.
  - Vehicle License Fees of \$275,500 for the prosecution of vehicle theft criminal cases.
  - State grant of \$193,351 from CalOES XV Unserved/Underserved Victim Advocacy to assist victims of crimes, and provide counseling and grief services. The grant period is through December 31, 2019.
  - Recurring State grant of \$169,220 from the Workers' Compensation Fraud Program for the prosecution of workers' compensation fraud cases.
  - Recurring State grant of \$102,860 from the Auto Insurance Fraud Program for the investigation and prosecution of auto insurance fraud cases.
  - Victim Compensation Board (VCB) funds of \$75,586 for the recovery of restitution owed to VCB by a defendant.
  - Recurring Federal formula grant of \$6,402 from the Paul Coverdell Forensic Science Improvement Program for education and training.
- Charges for Services includes \$853,848, or a decrease of \$88,646 or 9.4%, primarily due to a decrease in the number of welfare fraud cases prosecuted and therefore eligible for reimbursement.

- Misc. Revenue represents \$335,328, an increase of \$143,013 or 74.4% in vital record fees, due primarily to an anticipated reduction in CalOES grant revenue.
- Other Financing Sources represents \$1,162,041, an increase of \$230,598 or 24.8%, due to an increase in Transfers-In from the Consumer Protection Division.

The Department continues to seek alternative ways to meet mandated service requirements while decreasing General Fund Contributions by seeking grants and other funding sources.

#### Primary Costs

The Office's primary cost centers are the Criminal Prosecution Division, Clerical, Investigations, Civil Division, and Bureau of Forensics Services. The FY2018/19 Recommended Budget includes a \$1,938,966 or 8.0% net increase in appropriations due to the following:

- Salaries and Employee Benefits represent \$20,654,746, an increase of \$1,621,251 or 8.5%, due primarily to approved labor cost and merit increases.
- Services and Supplies of \$3,148,934 represent 12.0% of the total budget, an increase of \$172,602 or 5.8% primarily due to increases in central data processing charges offset by decreases in contracted services and the purchase of computers per the County refresh policy.
- Other Charges of \$1,712,249 represent 6.5% of the total budget, an increase of \$93,392 or 5.8% when compared to the FY2017/18 Adopted Budget, primarily due to an increase in Countywide Administrative Overhead cost.
- Other Financing Uses represents \$230,684, a decrease of \$344,673 or 59.9%, due primarily to a reduction in the pension obligation bond rate.

#### Contracts

The FY2018/19 Recommended Budget includes a total of \$379,835, a decrease of \$104,395 or 21.6%, in contracted services which includes the following significant contracts:

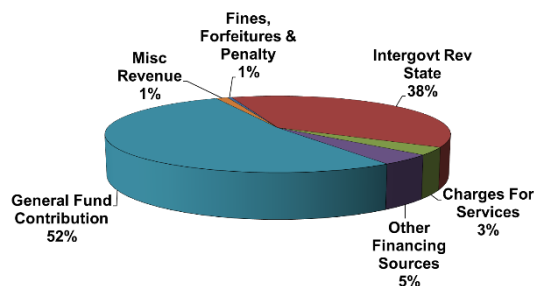
- \$115,429 with SafeQuest for crime victim advocacy services, funded by a CalOES grant.
- \$50,000 with Solano Advocates for Victims of Violence for confidential victim advocacy services at the Solano Family Justice Center.
- \$37,500 with CASA to fund a volunteer supervisor to recruit and train CASA volunteers, funded by a CalOES grant.

#### Fixed Assets

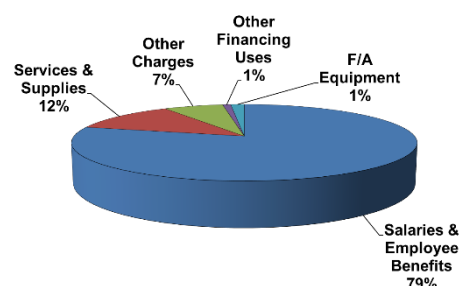
The FY2018/19 Recommended Budget includes the following fixed assets:

- \$390,000 for additional toxicology equipment for the Bureau of Forensic Services.

**SOURCE OF FUNDS**



**USE OF FUNDS**



## Functional Area Summary

**6500 – Fund 900-District Attorney**  
**Krishna A. Abrams, District Attorney**  
**Judicial**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	834,159	142,520	116,600	(25,920)	(18.2%)
INTERGOVERNMENTAL REV STATE	8,582,603	9,135,523	9,984,271	848,748	9.3%
CHARGES FOR SERVICES	98,275	942,494	853,848	(88,646)	(9.4%)
MISC REVENUE	139,609	192,315	335,328	143,013	74.4%
OTHER FINANCING SOURCES	937,643	931,443	1,162,041	230,598	24.8%
GENERAL FUND CONTRIBUTION	12,035,882	12,893,834	13,725,007	831,173	6.4%
<b>TOTAL REVENUES</b>	<b>22,628,172</b>	<b>24,238,129</b>	<b>26,177,095</b>	<b>1,938,966</b>	<b>8.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	18,391,814	19,033,495	20,654,746	1,621,251	8.5%
SERVICES AND SUPPLIES	2,319,487	2,976,332	3,148,934	172,602	5.8%
OTHER CHARGES	1,310,353	1,618,857	1,712,249	93,392	5.8%
F/A EQUIPMENT	0	0	390,000	390,000	0.0%
OTHER FINANCING USES	563,735	575,357	230,684	(344,673)	(59.9%)
INTRA-FUND TRANSFERS	39,721	34,088	40,482	6,394	18.8%
<b>TOTAL APPROPRIATIONS</b>	<b>22,625,109</b>	<b>24,238,129</b>	<b>26,177,095</b>	<b>1,938,966</b>	<b>8.0%</b>
<b>NET CHANGE</b>	<b>(3,062)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2017/18 Budget are provided below.

On January 9, 2018, the following position allocation changes were approved:

- Extended 2.0 FTE Victim Witness Assistant Limited-Term to December 31, 2019, funded with CalOES Underserved Victims Grant revenue.

On March 13, 2018, the following position allocation changes occurred in connection with Midyear:

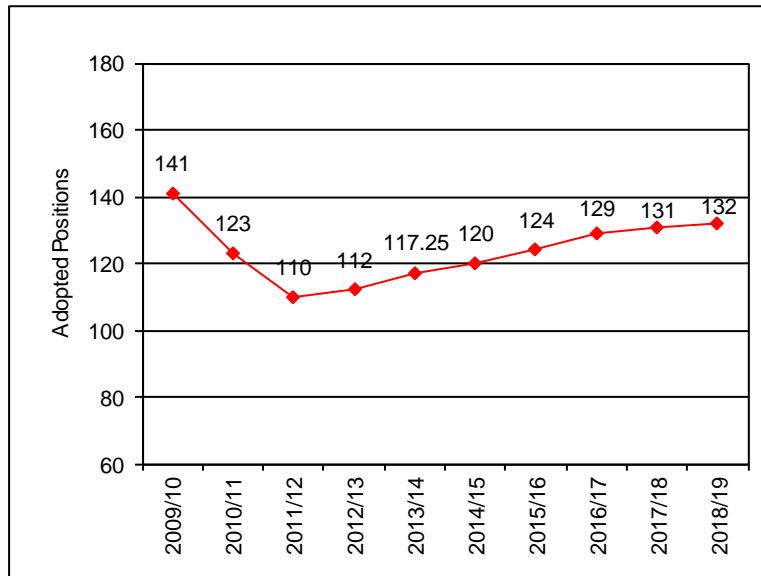
- Added 1.0 FTE Deputy District Attorney IV Limited-Term to June 30, 2019 to the Consumer and Environmental Crimes Unit.
- Added 1.0 FTE Victim Witness Assistant Limited-Term to September 30, 2019, funded with CalOES Victim Witness Grant revenue.
- Extended 1.0 FTE Victim Witness Assistant Limited-Term to September 30, 2019, funded with CalOES Victim Witness Grant revenue.
- Extended 1.0 FTE Legal Secretary Limited-Term to June 30, 2019, funded by 1991 Realignment for the Juvenile Prosecution Unit.
- Extended 1.0 FTE Deputy District Attorney IV Limited-Term to June 30, 2019, assigned to Auto Theft Unit and funded with Vehicle License Fee revenue.
- Extended 2.0 FTE Deputy District Attorney IV Limited-Term to September 30, 2019, assigned to the DUI Vertical Prosecution Unit.

The FY2018/19 Recommended Budget includes the following position allocation changes:

- Add 1.0 FTE Paralegal (Sr.) – TBD to the Consumer and Environmental Crimes Unit.
- Delete 1.0 FTE Paralegal in the Consumer and Environmental Crimes Unit.
- Add 1.0 FTE District Attorney Investigator (Supervising) to the Bureau of Investigations.

- Delete 1.0 FTE District Attorney Investigator in the Bureau of Investigations.
- Expire 1.0 FTE Deputy District IV Limited-Term on June 30, 2018.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Assembly Bill 42 regarding bail and pretrial release could impact offender accountability. Existing law requires that bail be set in a fixed amount, as specified, and requires - in setting, reducing, or denying bail - a judge or magistrate to take into consideration the protection of the public, the seriousness of the offense charged, the previous criminal record of the defendant, and the probability of his or her appearing at trial or at a hearing of the case. AB 42 would revise pretrial release procedures, including pretrial risk assessments on arrested persons, hearings to determine whether to release the person pending trial, and the establishment of a county pretrial services agency that would gather information about the newly arrested person.

Proposition 64, which legalized marijuana use by adults 21 and over, could impact the prosecution of DUI cases as there is currently no legal standard for intoxication by marijuana.

## Functional Area Summary

**6500 – Fund 900-District Attorney  
Krishna A. Abrams, District Attorney  
Judicial**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
4100 DA SPECIAL REVENUE	1,220,739	302,516	302,000	(516)	(0.2%)
5500 OFFICE OF FAMILY VIOLENCE PREV	264,551	182,332	138,829	(43,503)	(23.9%)
<b>APPROPRIATIONS</b>					
4100 DA SPECIAL REVENUE	1,034,358	931,443	1,163,457	232,014	24.9%
5500 OFFICE OF FAMILY VIOLENCE PREV	665,023	792,384	801,039	8,655	1.1%
<b>NET CHANGE</b>					
4100 DA SPECIAL REVENUE	(186,381)	628,927	861,457	232,530	37.0%
5500 OFFICE OF FAMILY VIOLENCE PREV	400,472	610,052	662,210	52,158	8.5%

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 has 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 of 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 of 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 of the investigation and prosecution of environmental crimes. This division reimburses the DA's operating budget in (Fund 900 - BU 6500).

The Fund Balance in this Fund is restricted by funding source for each of the applicable divisions above.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$516 or 0.2% in revenues and an increase of \$232,014 or 24.9% in appropriations when compared to the FY2017/18 Adopted Budget. Budgeted revenues and appropriations may vary depending on the status and outcomes of various cases. The difference between the budgeted revenues and appropriations is funded by available Fund Balance. Any unused fund balance is appropriated in Contingencies (BU 9116).

Division 4101 – The District Attorney's Narcotic Asset Forfeiture Fund Recommended Budget reflects \$2,000 in budgeted revenue, a decrease of \$516 or 20.5% when compared to the FY2017/18 Adopted Budget. The Division's budget reflects \$1,416 in budgeted expenditures, an increase of \$1,416 when compared to the FY2017/18 Adopted Budget.

Division 4102 – The District Attorney's Consumer Protection Recommended Budget funds the Consumer Protection Unit (BU 6500) via an Operating Transfer-Out. The Division's budgeted revenues of \$300,000 are consistent with FY2016/17 and FY2017/18. Appropriations of \$1,162,041 reflect an increase of \$230,598 or 24.8% from the FY2017/18 Adopted Budget primarily due to the addition of 1.0 FTE Deputy District Attorney IV Limited-Term and increases in Salaries and Employee Benefits costs for FY2018/19.

Division 4103 – The District Attorney's Environmental Protection Fund does not budget any revenue or appropriations until funds are actually received.

See related BU 9116 – Fund 233 Contingencies (refer to Contingency section of the Budget).



**Summary of Other Administered Budgets****4100 – Fund 233-DA Special Revenue Fund****Krishna A. Abrams, District Attorney  
Judicial**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	1,173,821	302,000	302,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	45,734	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	1,185	0	0	0	0.0%
CHARGES FOR SERVICES	0	516	0	(516)	(100.0%)
<b>TOTAL REVENUES</b>	<b>1,220,739</b>	<b>302,516</b>	<b>302,000</b>	<b>(516)</b>	<b>(0.2%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	89,870	0	0	0	0.0%
OTHER CHARGES	6,846	0	1,416	1,416	0.0%
OTHER FINANCING USES	937,643	931,443	1,162,041	230,598	24.8%
<b>TOTAL APPROPRIATIONS</b>	<b>1,034,358</b>	<b>931,443</b>	<b>1,163,457</b>	<b>232,014</b>	<b>24.9%</b>
<b>NET CHANGE</b>	<b>(186,381)</b>	<b>628,927</b>	<b>861,457</b>	<b>232,530</b>	<b>37.0%</b>

**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 Office of Family Violence Prevention (OFVP) was created 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 non-profit 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 appropriations are offset by dedicated revenue sources including Domestic Violence Oversight/Vital Records Fees. The OFVP also serves as a pass-through agency for award of 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 are:

### 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 AB 2405 (2008) 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; and providing program oversight and fiscal support for the grant or dedicated revenue-funded projects outlined below.

### 5511 Solano Family Justice Center — Grant to Encourage Arrest Policies & Enforcement of Protection Orders Program (GTEAP)

The Solano Family Justice Center (SFJC) is a coordinated and collaborative victim service delivery model that co-locates victim services professionals in a single location. 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, was awarded continuation funding of \$300,000 in September 2014, to support victim advocacy through September 2018.

### 5503 OFVP Domestic Violence Oversight — Vital Records Fees (DVO-VRF's)

Solano County's Vital Records Fees (Health and Safety Code section 103628 and Welfare and Institutions Code section 18309.5) were authorized pursuant to state legislation first enacted in 2005 (AB 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 SB 154 (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. DVO-VRF funding was instrumental in the planning, development and launch of the Solano Family Justice Center.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Elder Abuse Forum: On June 15, 2017, the Solano Family Justice Center and the Senior Coalition hosted the 2nd Annual Elder Abuse Forum at the Joseph Nelson Center in Suisun City. Over 100 people attended this forum. Topics discussed at the forum included types of elder abuse, self-neglect, financial abuse, and offender accountability. Agencies and community groups offered information about programs and resources before and after the forum. The 3rd Annual Elder Abuse Forum is scheduled for June 13, 2018, at the County Events Center in Fairfield.
- Health Fair: The Solano Family Justice Center hosted the 3<sup>rd</sup> Annual Health Fair in October 2017 where approximately 1,000 people came out to see what services and wellness programs are offered in Solano County. Over 75 vendors including representatives from law enforcement, fire department, health department, and non-profit organizations, came out and donated their time to meet with members of the community and to share resources.
- SFJC Meet and Greet: On September 21, 2017, the Solano County District Attorney's Office and the OFVP hosted a free community meet and greet event at the SFJC. The meet-and-greet featured the SFJC's expansion of services, including a

**Summary of Other Administered Budgets 5500 – Fund 001-Office of Fam. Violence Prevention**  
**Krishna A. Abrams, District Attorney**  
**Other Protection**

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chance to meet with all on-site partners and representatives from the center's newest service providers, Solano Advocates for Victims of Violence and the Solano Trauma Recovery Center.

- SFJC Domestic Violence Forum: On November 16, 2017, the Solano Family Justice Center and the Solano County District Attorney's Office presented a forum on domestic violence, bringing awareness and education regarding domestic violence in our community, as well as a discussion about available resources and services. Panelists included prosecutors, law enforcement, victim advocates, and survivors of crime.

#### **WORKLOAD INDICATORS**

- In 2017, SFJC Social Workers served 330 clients and received 161 new cases which included 108 domestic violence cases, 13 elder abuse cases, 10 child sexual assault cases, and 8 child abuse/neglect cases.
- In 2017, the Courage Center 2 had 149 clients and provided 40 non-acute Sexual Assault Response Team (SART) exams to children suspected of being abused.
- From its debut in August 2017 through December 2017, the Trauma Recovery Center has seen 33 new clients.
- Since being collocated at the SFJC in August 2017, the Health & Social Services Help Bureau/Eligibility/Stabilization Unit has seen 119 clients.
- In 2017, SafeQuest Solano saw 130 clients on-site at the SFJC.

#### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$43,503 or 23.9% in revenues and an increase of \$8,655 or 1.1% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the Net County Cost increased \$52,158 or 8.5% from last year. The General Fund Contribution is \$662,210.

##### Primary Funding Sources

OFVP revenues of \$138,829 include \$45,000 in Marriage License Fees; \$1,600 in Battered Women fee revenue; \$52,492 in remaining Office on Violence Against Women's Grants to Encourage Arrests and Enforcement of Protection Orders Program (GTEAP); and \$39,737 in vital record fee revenue.

The Recommended Budget includes a \$43,503 or 23.9% net increase in revenues primarily due to the following:

- Vital Record Fee revenue includes a \$35,747 or 47.4% decrease due to grant funds received by Courage Center 2 program administrator, resulting in discontinuation of Vital Record Fee revenue for program support.
- GTEAP grant revenue includes a \$7,756 or 12.9% decrease due to expiration of the grant on September 30, 2018.

##### Primary Costs

The Recommended Budget includes a \$8,655 or 1.1% net decrease in appropriations due to the following:

Salaries and Employee Benefits of \$428,000 include a \$5,218 or 1.2% net decrease. This is due to budgeting the 1.0 FTE Social Worker III position at step 3 in FY2018/19 compared to step 5 in FY2017/18.

Services and Supplies of \$155,590 include a \$9,770 or 5.9% net decrease. The decrease reflects reductions in contracted services, travel expenses, liability insurance, and publications, offset by an increase in property insurance and central data processing services' costs.

Other Charges of \$112,079 include a \$26,596 or 31.1% net increase, primarily due to increases in Countywide Administrative Overhead charges.

Other Financing Uses of \$3,517 include a \$7,079 or 66.8% net decrease, primarily due to a decrease in the pension obligation bond rate.

Intrafund Transfers of \$101,853 include a \$4,126 or 4.2% net increase in General Services' Facilities Division costs for building maintenance, grounds, and custodial services at the SFJC.

**5500 – Fund 001-Office of Fam. Violence Prevention Summary of Other Administered Budgets****Krishna A. Abrams, District Attorney  
Other Protection**Contracts

Contracts for Other Professional Services of \$89,108 are projected to include a \$14,556 or 14.0% net decrease. These appropriations include:

- \$40,000 for local domestic violence crisis shelter services from SafeQuest funded with Marriage License Fee and Battered Women Fee revenue pursuant to California Penal Code section 1203.097(a).
- \$49,108 for victim advocacy services from Solano Advocates for Victims of Violence related to the GTEAP grant program.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The District Attorney remains committed to increasing direct services at the SFJC. The SFJC continues to add new services and programming specific for victims of elder abuse and child victims of abuse and sexual assault. Collaborative efforts between the on-site social workers and the Victim Witness Unit at the SFJC continue to result in increased outreach and support to victims of domestic violence, sexual assault, and elder abuse, helping to both heal the victim and strengthen offender accountability. SFJC clients continue to receive confidential victim advocacy, crisis intervention, protection order services with court accompaniment, pro-bono family law and U-Visa attorney consultations, referrals for mental health services, child support services, and benefit eligibility.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	44,851	45,000	45,000	0	0.0%
FINES, FORFEITURES, & PENALTY	2,248	1,600	1,600	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	114,225	60,248	52,492	(7,756)	(12.9%)
MISC REVENUE	103,227	75,484	39,737	(35,747)	(47.4%)
<b>TOTAL REVENUES</b>	<b>264,551</b>	<b>182,332</b>	<b>138,829</b>	<b>(43,503)</b>	<b>(23.9%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	326,574	433,218	428,000	(5,218)	(1.2%)
SERVICES AND SUPPLIES	190,796	165,360	155,590	(9,770)	(5.9%)
OTHER CHARGES	37,416	85,483	112,079	26,596	31.1%
OTHER FINANCING USES	7,840	10,596	3,517	(7,079)	(66.8%)
INTRA-FUND TRANSFERS	102,241	97,727	101,853	4,126	4.2%
<b>TOTAL APPROPRIATIONS</b>	<b>664,866</b>	<b>792,384</b>	<b>801,039</b>	<b>8,655</b>	<b>1.1%</b>
<b>NET COUNTY COST</b>	<b>400,314</b>	<b>610,052</b>	<b>662,210</b>	<b>52,158</b>	<b>8.5%</b>
<b>STAFFING</b>					
OFFICE OF FAMILY VIOLENCE MGMT	5	4	3	(1)	0.0%
<b>TOTAL STAFFING</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>(1)</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Help Bureau/Eligibility/Stabilization Social Workers, co-located from H&SS, now provide public benefit eligibility for CalFresh, CalWORKs, Medi-Cal, and housing assistance to SFJC clients.
- In August 2017, the Trauma Recovery Center (TRC) returned to the SFJC as an onsite partner. Funded by a grant from the Victim Compensation Board, TRC connects victims with the Victim Compensation Board to provide financial help for costs related to victimization, provides referrals for services both on-site and off-site SFJC partners, and provides case management.
- Solano Advocates for Victims of Violence (SAVV) provides on-site confidential victim advocacy, safety planning, protection orders, and case management at the SFJC. In September 2017, SAVV was awarded the CalOES Victim Legal Assistance

**Summary of Other Administered Budgets    5500 – Fund 001-Office of Fam. Violence Prevention**  
**Krishna A. Abrams, District Attorney**  
**Other Protection**

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(KL) Grant, a 2-year grant program designed to increase the availability of holistic civil and criminal legal assistance needed to effectively aid adult and youth victims of crime who are seeking assistance in legal matters relating to that crime at no cost to the victim.

- In December 2016, the Board of Supervisors approved receipt of a one-time 2016 CalOES County Victim Services Grant Program award of \$532,430 in the District Attorney's Office. The grant addresses service gaps and needs for victims of crime. The award provides for the following services at the Solano Family Justice Center: confidential victim advocacy for domestic violence, sexual assault, elder abuse, and human trafficking; protection order assistance with court accompaniment; and emergency resources such as clothing, shelter, and transportation. This grant program ends December 2019.

**SUMMARY OF POSITION CHANGES**

The FY2018/19 Recommended Budget reflects the following position changes:

- 1.0 FTE Assistant Family Violence Prevention Coordinator, Limited-Term, expired September 30, 2017 and was deleted.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Family Violence Prevention Officer is in the process of developing a new foundation to fundraise and increase direct services at the SFJC.

Starting July 1, 2018, the Courage Center 2 will be 100% funded by the CalOES Child Advocacy Center (KC) Grant program, a program that funds affiliate, developing, and accredited Child Advocacy Centers in California who work with child abuse victims to reduce trauma to children and their families by using a multidisciplinary team approach.

Lesli Caldwell, Public Defender  
Judicial

**Public Defender**

**Public Defender**

- Felony Division
- Misdemeanor Division
- Juvenile Delinquency
- Juvenile Dependency
- Civil
- Sexually Violent Predators
- Contempts
- Investigations
- Clerical Support
- Administration
- Proposition 47

## 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. Wainwright*, the United States Supreme Court found a Constitutional, 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:

FY2017/18 Midyear Projection:	13,038,244
FY2018/19 Recommended:	14,298,482
County General Fund Contribution:	13,292,665
Percent County General Fund Supported:	93.0%
Total Employees (FTEs):	66.5

## 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 some 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 misdemeanors to serious felonies, including capital offenses. The Civil Unit provides competent legal representation to individuals threatened with conservatorship proceedings.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

### Challenges:

- The passage of California Proposition 57 in November 2016 amended section 707 of the Welfare and Institutions Code (WIC). The change in State law requires that, before youths can be transferred to adult court, they must have a hearing in juvenile court to determine whether they should be transferred. These hearings require a complete mitigation investigation which increases the workload for investigators, lawyers and clerical, and the employing of experts in many different fields.
- Over 6,500 California prison inmates were committed based on crimes they committed as a child or youthful offender. Over the last few years the courts have been reevaluating the constitutionality of the length of these prison terms and the legislature has issued regulations about the "youthful offender" inmates. New and retroactive responsibilities for Public Defenders have been imposed. This requirement affects approximately 250 Public Defender clients; inmates who were under 26 years of age at the time of sentencing. *People v. Franklin* (2016) 63 Cal. 4<sup>th</sup> 261 expanded the defendant's rights

by requiring the trial court to determine whether the defendant was afforded an adequate opportunity to make a record of information relevant to a future determination under Penal Code sections 3051 and 4801 and the US Supreme Court matter of *Miller*. Experts will need to be hired to fulfill this statutory obligation to our clientele. These hearings also require a complete mitigation investigation, not unlike capital murder cases, and are also more complicated because they will require retroactive investigation. While most of the incarcerated clients here in Solano County have been identified (approximately 200 persons), the Department has not had the resources to reach out to them. Letters received from some, require the Public Defender to request appointment by the Court and representation in the matter. The number of these cases continues to grow. As with the Juvenile Transfer Hearings, these are labor intensive requiring extensive research and the hiring of numerous experts.

- Reasonable Professional Standards of Competency (RPSC) have been established as a result of US Supreme Court Cases (*Miller*) and California statutes. RPSC requires defenders currently representing juvenile clients and clients under 26 years of age who are facing potential punishment of life without possibility of parole (LWOP) or its “functional equivalent” to utilize experts, compile relevant records, conduct necessary investigations, and present a record of the *Miller* factors, as they relate to client’s diminished culpability, at sentencing. The RPSC requires the Public Defender’s Office to obtain psychological evaluations; evidence for mitigation, such as, letters from family members, friends, and school personnel. RPSC will increase investigations, experts, attorney and support staff time for these cases.

#### Accomplishments:

- Represented over 12,000 clients in 2017, including new and ongoing cases.
- Collaborated with the Solano Community Corrections Partnership (CCP) to continue providing services included in the County’s 2011 Public Safety Realignment Act Implementation Plan (AB 109).
- Collaborated with the Sheriff on the Mentally Ill Offenders Crime Reduction Grant (MIOCR) to keep mentally ill individuals out of the jails.

#### **WORKLOAD INDICATORS**

- In 2017, relying on a legal team of 39 attorneys, 7 investigators and 18 administrative/support staff, the Public Defender’s Office opened cases for 2,727 felony clients, 7,390 misdemeanor clients, 384 civil clients, 91 dependency clients and 220 juvenile clients plus provided services to an increased number of 2011 Public Safety Realignment (AB 109) clients.
- Caseloads in the Public Defender’s Office are increasing in the severity of charges filed, requiring increased resources for representation of clients. The District Attorney continues to file death penalty eligible cases, requiring two lawyers and two investigators, at the minimum, per case.
- The passage of California Proposition 57 in November 2016 amended section 707 of the Welfare and Institutions Code (WIC) which requires increased legal, investigation and clerical work. The measure changed State law to require that, before youths can be transferred to adult court, they must have a full hearing in juvenile court to determine whether they should be prosecuted as juveniles or adults. The Public Defender conducted four of these hearings during 2017.
- The US Supreme Court ruled in *Miller* and the California Supreme Court ruled in *Franklin* and Senate Bill 260 took effect on January 1, 2014. This has significantly increased the requirement for “youthful offenders.” This is a retroactive requirement outlined above. The effects of these Court decisions are in full effect in FY2017/18. Currently the Department represents seven prisoners on *Miller* / *Franklin* proceedings.
- Proposition 64 requires that the Public Defender file petitions to dismiss on prior marijuana cases of varying sorts. The Department is not seeking out these former clients or doing any community outreach, but receives numerous requests monthly.

Lesli Caldwell, Public Defender  
Judicial

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
PUBLIC DEFENDER	12,231,524	13,272,022	14,298,482	1,026,460	7.7%
<b>TOTAL REVENUES</b>	<b>12,231,524</b>	<b>13,272,022</b>	<b>14,298,482</b>	<b>1,026,460</b>	<b>7.7%</b>
<b>APPROPRIATIONS</b>					
PUBLIC DEFENDER	12,303,065	13,272,022	14,298,482	1,026,460	7.7%
<b>TOTAL APPROPRIATIONS</b>	<b>12,303,065</b>	<b>13,272,022</b>	<b>14,298,482</b>	<b>1,026,460</b>	<b>7.7%</b>
<b>NET CHANGE</b>					
PUBLIC DEFENDER	71,541	0	0	0	0.0%
<b>NET CHANGE</b>	<b>71,541</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
PUBLIC DEFENDER	62.5	65	66.5	1.5	2.3%
<b>TOTAL STAFFING</b>	<b>62.5</b>	<b>65</b>	<b>66.5</b>	<b>1.5</b>	<b>2.3%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,026,460 or 7.7% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. As a result, the General Fund Contribution increased by \$983,110 or 8.0%.

Primary Funding Sources

The primary funding source for the Department is General Fund Contribution, which comprises of \$13,292,665 or 93% of the Recommended Budget.

The FY2018/19 Recommended Budget includes a \$1,026,460 or 7.7% net increase in revenues primarily due to the following:

- Intergovernmental Revenues reflect revenues for 2011 Public Safety Realignment (AB 109) for representation of clients affected by the State's 2011 Realignment of the criminal justice system, and State sales tax revenue related to 1991 Realignment. These revenues represent an increase of \$124,838 generated by an increase in State sales tax related to 1991 Realignment and 2011 Realignment. Additionally, a limited-term position, funded with this revenue expired on November 1, 2017.
- Charges for Services reflect a decrease of \$81,488 primarily due to the expiration in November 2017 of a \$50,081 revenue contract with the Judicial Council for representation of clients for the Dependency Court as the contract was not renewed. The decrease also represents a reduction of \$31,407 in the collection of legal fees charged to Public Defender clients that are determined by the Court to be able to pay and to reduced collections by the Probation Department.
- Other Financing Sources of \$13,292,665 represent the General Fund Contribution, an increase of \$983,110 or 8% from the FY2017/18 Adopted Budget. The increase in the General Fund support is primarily the result of an increase in salary and employee benefit costs. 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.

Primary Costs

The FY2018/19 Recommended Budget includes a \$1,026,460 or 7.7% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$1,186,430 or 11.3% as a result of increases in salary and employee benefit costs, department promotions, and costs for the recommended addition of 2.5 FTE positions offset by the expiration of a limited-term attorney position that expired on November 1, 2017.



## Functional Area Summary

6530 – Fund 900-Public Defender

Lesli Caldwell, Public Defender  
Judicial

- Services and Supplies reflect an increase of \$274,766 primarily due to increases in central data processing services and software maintenance/support for the annual maintenance/license cost for the new case management system.
- Fixed Assets reflect a decrease of \$231,000 which was a one-time cost in FY2017/18 for the installation of a case management system enabling the Department to migrate to a paperless model.
- Other Financing Uses reflect a decrease of \$200,710 due to reduction in the pension obligation bond rate.
- Intrafund Services reflect an increase of \$5,451 for Sheriff's security services at the Vallejo campus.

### Contracts

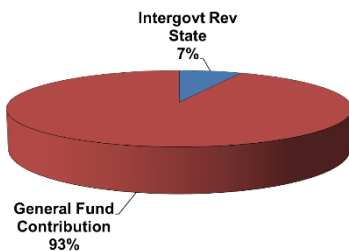
The FY2018/19 Recommended Budget includes a total of \$122,238 for contracted services which includes the following significant contracts:

- \$49,000 (\$98,000 over two years) with Lawyers for America to support Legal Fellowships.
- \$73,238 for the annual software maintenance/license of the Department's new case management system.

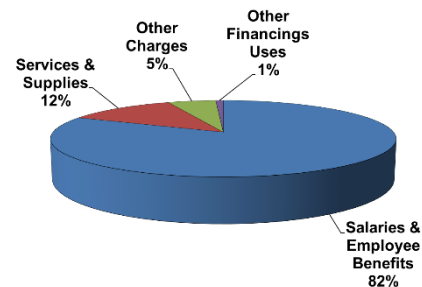
### Fixed Assets

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	868,167	855,979	980,817	124,838	14.6%
CHARGES FOR SERVICES	294,791	106,488	25,000	(81,488)	(76.5%)
GENERAL FUND CONTRIBUTION	11,068,565	12,309,555	13,292,665	983,110	8.0%
<b>TOTAL REVENUES</b>	<b>12,231,524</b>	<b>13,272,022</b>	<b>14,298,482</b>	<b>1,026,460</b>	<b>7.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	10,088,836	10,504,449	11,690,879	1,186,430	11.3%
SERVICES AND SUPPLIES	1,262,029	1,441,390	1,716,156	274,766	19.1%
OTHER CHARGES	619,687	756,062	747,585	(8,477)	(1.1%)
F/A - INTANGIBLES	0	231,000	0	(231,000)	(100.0%)
OTHER FINANCING USES	311,139	319,870	119,160	(200,710)	(62.7%)
INTRA-FUND TRANSFERS	21,373	19,251	24,702	5,451	28.3%
<b>TOTAL APPROPRIATIONS</b>	<b>12,303,065</b>	<b>13,272,022</b>	<b>14,298,482</b>	<b>1,026,460</b>	<b>7.7%</b>
<b>NET CHANGE</b>	<b>71,541</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

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**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Department's new case management system, a one-time cost included in the FY2017/18 Adopted Budget, should be operational by June 4, 2018. This system will be compatible with the Solano County District Attorney and eventually Solano County Probation, and will allow for the migration of case files to a paperless system.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2017/18 Budget are provided below.

On August 8, 2017, the following position allocation changes were approved to address operational changes:

- Added 0.5 FTE Social Worker II
- Added 1.0 FTE Staff Analyst
- Deleted 0.5 FTE Social Worker III
- Deleted 1.0 FTE Clerical Operations Manager

On November 1, 2017, the following limited-term position expired and was deleted from the position allocations:

- Expired 1.0 FTE Limited-Term Deputy Public Defender IV, due to funding loss as revenue contract with Judicial Council for representation of clients for the Dependency Court expired.

On December 5, 2017, the following position allocation changes, funded primarily with County General Fund, were approved to address operational changes:

- Added 1.0 FTE Clerical Operations Supervisor
- Deleted 1.0 FTE Office Supervisor

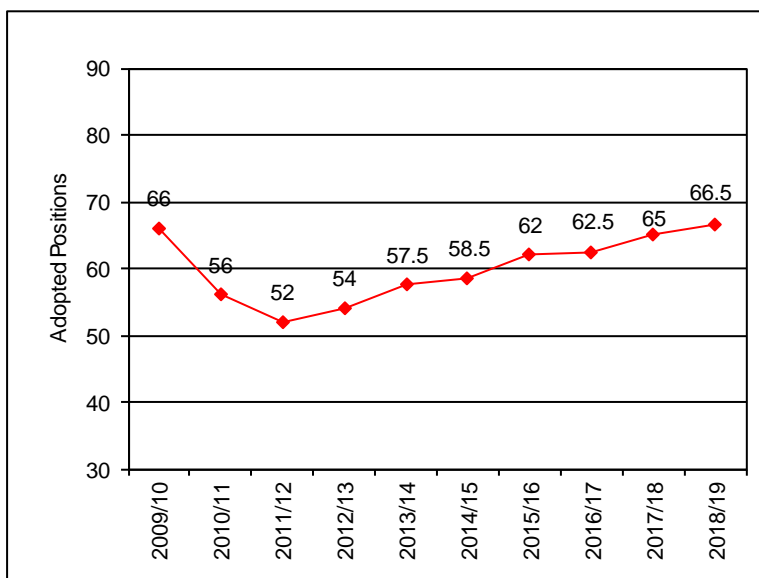
On January 9, 2018, the following limited-term positions, funded primarily with County General Fund, were extended through October 20, 2018 to address continuing increased caseloads:

- Extended 1.0 FTE Limited-Term Office Assistant II through October 20, 2018
- Extended 1.0 FTE Limited-Term Process Server through October 20, 2018

The FY2018/19 Recommended Budget includes the following position allocation changes primarily funded with County General Fund, and State sales tax realignment revenues:

- Add 2.0 FTE Limited-Term Office Assistant IIs through June 30, 2019 to assist with scanning current case files in to the new case management system as the Department transitions to paperless files. Caseloads continue to be heavy and the Department anticipates one year to complete scanning of current case files into the new system. New case files will be scanned and entered into the new system as they are opened.
- Increase 0.5 FTE Paralegal to 1.0 FTE split between (BU 6531) and (BU 6534) to assist with expungements, Proposition 47 (reduces penalties for current offenders convicted of non-serious and nonviolent property and drug crimes) and Proposition 64, the Adult Use of Marijuana Act, as well as assist with trials.
- Convert 1.0 FTE Limited-Term Office Assistant II to a regular FTE. Position provides office reception and clerical support needed due to continuing increase in caseloads.
- Extend 1.0 FTE Limited-Term Process Server through June 30, 2019, to address continuing increase in caseloads.
- Extend 2.0 FTE Limited-Term Deputy Public Defender I-IV through June 30, 2019, to address continuing increase in caseloads.

## STAFFING TREND



## PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2018/19 Recommended Budget includes funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are funded by the State AB 109 allocation in FY2018/19. The FY2018/19 budget reflects an increase in this allocation. The Department and the County Administrator's Office are continuing to monitor the State allocation of AB 109 funds.

The Public Defender's Office is working with Department of Information Technology to launch a new case management system. This system is anticipated to be implemented by June 4, 2018, and will bring the Public Defender's Office in line with the District Attorney's Office, the Probation Department and the Courts, in order to achieve sharing of data in an electronic format. The long-range goal of this project includes the Office going "paperless."

The following cases have driven further requirement of the Public Defender's Office. *Graham v. Florida* (2010) 560 U.S. 48, 74- holding no life without the possibility of parole (LWOP) for juveniles convicted of non-homicide offenses; *Miller v. Alabama* (2012) 567 U.S.-; 132 S. Ct. 2455, 2460 – holding no mandatory LWOP for juveniles convicted of murder; *People v. Caballero* (2012) 55 Cal. 4<sup>th</sup> 262-Miller applies to sentence which are the functional equivalent of LWOP. *Montgomery v. Alabama* (2016) \_U.S.\_ [136 S.Ct 718,729- held that *Miller* applies retroactively. Further, Proposition 57 requires a full hearing in Juvenile Court regarding whether a minor can be prosecuted in Adult Court or should be held in Juvenile Court. All of these hearings are extensive and complicated requiring investigation and presentation of evidence.

Reasonable Professional Standards of Competency (RPSC) will very likely require the use of experts including, but not limited to, psychologists, social workers, mitigation specialists, prison, various medical, and gang experts. Other consultation or investigations will need to be completed, such as compiling birth, hospital, and school records. These costs may increase Services and Supplies for the Public Defender's budget and only a portion are reflected in the Recommended Budget. By midyear, the impacts on the Department's budget should be more widely known and realized which may require a budget adjustment.

**6530 – Fund 900-Public Defender**  
**Lesli Caldwell, Public Defender**  
**Judicial**

**Summary of Other Administered Budgets**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
6540 ALTERNATE PUBLIC DEFENDER	3,972,323	4,300,116	4,386,261	86,145	2.0%
<b>APPROPRIATIONS</b>					
6540 ALTERNATE PUBLIC DEFENDER	3,907,967	4,300,116	4,386,261	86,145	2.0%
<b>NET CHANGE</b>					
6540 ALTERNATE PUBLIC DEFENDER	(64,356)	0	0	0	0.0%

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

**DEPARTMENTAL PURPOSE**

The Alternate Public Defender provides Court-appointed legal representation to indigents for whom the Public Defender is unable to represent due to a conflict of interest or unavailability.

<b>Budget Summary:</b>	
FY2017/18 Midyear Projection:	4,335,115
FY2018/19 Recommended:	4,386,261
County General Fund Contribution:	4,341,004
Percent County General Fund Supported:	99.0%
Total Employees (FTEs):	20.5

**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 appointment, and the County's obligations to provide counsel are met by the Alternate Public Defender's Office, unless a conflict of interest exists there as well. If both the Public Defender and the Alternate Defender are unable to provide representation, the case is assigned to private counsel under Other Public Defense (BU 6730).

The Office of the Alternate Public Defender maintains separate offices in Fairfield and Vallejo, where the Superior Courts hear cases. 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 approximately June 2000, the Alternate Public 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 (BU 6530). However, pursuant to California Penal Code section 987.2 and the case law, the Alternate Public Defender's Office is organized as a separate division of the Public Defender's Office, under the direct supervision of a Chief Deputy Public 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 murder. A small portion of the cases involve advising witnesses, whose testimony could be incriminating and conservatorships.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Challenges:

- The passage of California Proposition 57 in November 2016 amended section 707 of the Welfare and Institutions Code (WIC). The change in State law requires that, before youths can be transferred to adult court, they must have a hearing in juvenile court to determine whether they should be transferred. These hearings require a complete mitigation investigation which increases the work load for investigators, lawyers and clerical, and the employing of experts in many different fields.
- Over 6,500 California prison inmates were committed based on crimes they committed as a child or youthful offender. Over the last few years the courts have been reevaluating the constitutionality of the length of these prison terms and the legislature has issued regulations about the "youthful offender" inmates. New and retroactive responsibilities for Public Defenders have been imposed. This requirement affects approximately 250 Public Defender clients; inmates who were under 26 years of age at the time of sentencing. *People v. Franklin* (2016) 63 Cal. 4<sup>th</sup> 261 expanded the defendant's rights by requiring the trial court to determine whether the defendant was afforded an adequate opportunity to make a record of information relevant to a future determination under Penal Code sections 3051 and 4801 and the US Supreme Court matter of *Miller*. Experts will need to be hired to fulfill this statutory obligation to our clientele. These hearings also require a complete mitigation investigation, not unlike capital murder cases, and are also more complicated because they will require retroactive investigation. While most of the incarcerated clients here in Solano County have been identified, the Department has not had the resources to reach out to them. Letters received from some, require the Alternate Public Defender to accept the cases. The number of these cases continues to grow. As with the Juvenile Transfer Hearings, these are labor intensive, requiring extensive research, and the hiring of numerous experts.

**Lesli Caldwell, Public Defender**  
**Judicial**

- Reasonable Professional Standards of Competency (RPSC) have been established as a result of US Supreme Court Cases (*Miller*) and California statutes. RPSC requires defenders currently representing juvenile clients and clients under 26 years of age who are facing potential punishment of life without possibility of parole (LWOP) or its “functional equivalent” to utilize experts, compile relevant records, conduct necessary investigations, and present a record of the *Miller* factors, as they relate to client’s diminished culpability, at sentencing. The RPSC requires the Public Defender’s Office to obtain psychological evaluations; evidence for mitigation, such as, letters from family members, friends, and school personnel. RPSC will increase investigations, experts, attorney and support staff time for these cases.

Accomplishments:

- Represented over 4,000 clients in 2017, including new and ongoing cases.
- Collaborated with the Solano Community Corrections Partnership to continue providing services included in the County’s 2011 Public Safety Realignment Act Implementation Plan (AB 109).
- Collaborated with H&SS and community groups to represent women with children in the Women Reentry Achievement Program (WRAP).
- Collaborated with H&SS to inform the community of services to expunge criminal records.
- Collaborated with the Sheriff on the Mentally Ill Offender Crime Reduction Grant (MIOCR) to keep the mentally ill out of our jails.

**WORKLOAD INDICATORS**

- Relying on a legal team of 13 attorneys, 2 investigators and 5.5 support staff, the Alternate Public Defender’s Office represented over 4,000 clients. During 2017, the Alternate Public Defender opened cases for 923 felony clients, 1,678 misdemeanor clients, 50 civil clients, 83 dependency clients, and 108 juvenile clients.
- The Safe Neighborhoods and Schools Act, or Proposition 47, was a ballot initiative passed by California voters on November 4, 2014. Proposition 47 reduces certain non-serious and nonviolent property and drug offenses from wobblers or felonies to misdemeanors, reducing penalties to offenders who have not committed certain severe crimes including murder and certain sex and gun crimes. The Alternate Public Defender’s Office is required to review cases on behalf of current and past clients to determine Proposition 47 eligibility when the defendant so requests. This duty also applies to prior marijuana convictions pursuant to Proposition 64, the California Marijuana Legalization Initiative.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$86,145 or 2.0% in revenues and appropriations when compared to the FY2017/18 Adopted Budget. As a result, the General Fund Contribution increased by \$136,491 or 3.2%. The increase in the General Fund Contribution is primarily the result of an increase in salaries and employee benefits, and costs related to Countywide Administrative Overhead costs.

Primary Funding Sources

The Department’s primary funding source is the County General Fund. In an effort to minimize costs, the Office has eliminated services and programs that are not constitutionally mandated, and aggressively sought grants and other sources of funding to enhance revenues. It should be noted that there are very few grant opportunities available to criminal defense work.

The FY2018/19 Recommended Budget includes an \$86,145 or 2% net increase in revenues primarily due to the following:

- Intergovernmental Revenues reflect an increase of \$2,518 in 2011 Public Safety Realignment (AB 109) revenue for representation of clients affected by the State’s 2011 Realignment of the criminal justice system from the State to counties.
- Charges for Services reflect a decrease of \$52,864 primarily due to the expiration in November 2017 of a \$50,081 revenue contract with the Judicial Council for representation of clients for the Dependency Court as the contract was not renewed, and a reduction of \$2,783 in legal fees charged to clients and collected by the Probation Department.
- Other Financing Sources of \$4,341,004 represent the General Fund Contribution, an increase of \$136,491 or 3.2% from the FY2017/18 Adopted Budget.

Primary Costs

The FY2018/19 Recommended Budget includes an \$86,145 or 2% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$188,402 or 5.6% primarily due to increases in salaries and employee benefit costs, department promotions, and costs for the addition of an extra-help position.
- Services and Supplies reflect an increase of \$54,947 or 11.3% primarily due to increases in software maintenance/support for annual maintenance/license cost for the new case management system and in central data processing services.
- Other Charges reflect a decrease of \$13,858 primarily due to reductions in Countywide Administrative Overhead costs.
- Fixed Assets reflect a decrease of \$77,000 which was a one-time cost in FY2017/18 for the installation of a case management system enabling the Department to migrate to a paperless model.
- Other Financing Uses reflect a decrease of \$68,229 primarily due to a reduction in the pension obligation bond rate.
- Intrafund Transfers reflect an increase of \$1,883 for Sheriff's security services at the Vallejo campus.

Contracts

The FY2018/19 Recommended Budget includes the following contract:

- \$24,413 for the annual software maintenance/license of the Department's new case management system.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	40,112	40,739	43,257	2,518	6.2%
CHARGES FOR SERVICES	222,132	54,864	2,000	(52,864)	(96.4%)
GENERAL FUND CONTRIBUTION	3,710,079	4,204,513	4,341,004	136,491	3.2%
<b>TOTAL REVENUES</b>	<b>3,972,323</b>	<b>4,300,116</b>	<b>4,386,261</b>	<b>86,145</b>	<b>2.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,250,540	3,344,798	3,533,200	188,402	5.6%
SERVICES AND SUPPLIES	334,706	486,893	541,840	54,947	11.3%
OTHER CHARGES	208,326	281,500	267,642	(13,858)	(4.9%)
F/A - INTANGIBLES	0	77,000	0	(77,000)	(100.0%)
OTHER FINANCING USES	107,011	103,274	35,045	(68,229)	(66.1%)
INTRA-FUND TRANSFERS	7,384	6,651	8,534	1,883	28.3%
<b>TOTAL APPROPRIATIONS</b>	<b>3,907,967</b>	<b>4,300,116</b>	<b>4,386,261</b>	<b>86,145</b>	<b>2.0%</b>
<b>NET CHANGE</b>	<b>(64,356)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
ALTERNATE PUBLIC DEFENDER	21.5	21.5	20.5	(1)	(4.7%)
<b>TOTAL STAFFING</b>	<b>21.5</b>	<b>21.5</b>	<b>20.5</b>	<b>(1)</b>	<b>(4.7%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Department's new case management system, a one-time cost included in the FY2017/18 Adopted Budget, should be operational by June 4, 2018. This system will be compatible with the Solano County District Attorney and eventually Solano County Probation, and will allow for the migration of case files to a paperless system.

Lesli Caldwell, Public Defender  
Judicial

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### SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2017/18 Budget are provided below.

On November 1, 2017, the following limited-term position expired and was deleted from the position allocations:

- Expired 1.0 FTE Limited-Term Deputy Public Defender IV, due to loss of funding resulting from the expiration of a revenue contract with Judicial Council for representation of clients for the Dependency Court.

### PENDING ISSUES AND POLICY CONSIDERATIONS

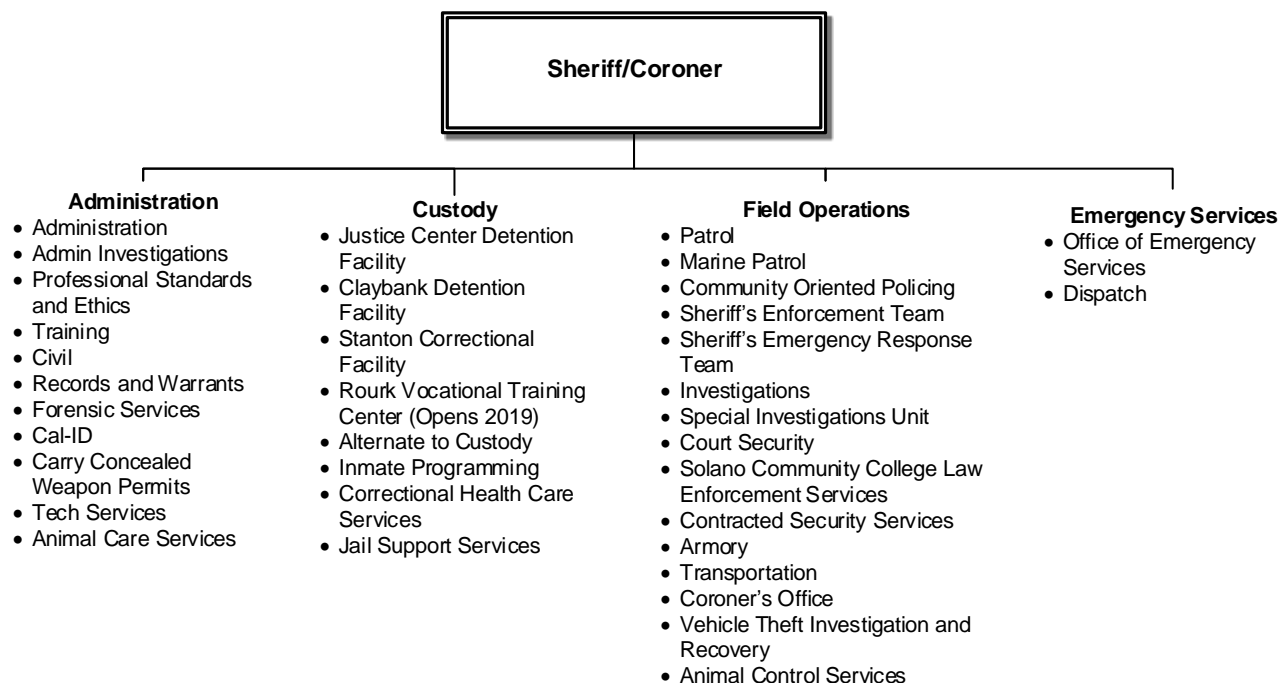
The FY2018/19 Recommended Budget includes funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are partially funded by the State AB 109 allocation in FY2018/19. The Department and the County Administrator's Office are continuing to monitor the State allocation of AB 109 funds.

The Alternate Public Defender's Office is working with Department of Information Technology to launch a new case management system. This system is anticipated to be implemented by June 4, 2018 and will bring the Alternate Public Defender's Office in line with the District Attorney's Office, the Courts and Probation in order to achieve sharing of discovery, filings and other reports in an electronic format. The long-range goal of this project includes the Office going "paperless."

The following cases have driven further requirements of the Alternate Public Defender's Office. *Graham v. Florida* (2010) 560 U.S. 48, 74- holding no life without the possibility of parole (LWOP) for juveniles convicted of non-homicide offenses; *Miller v. Alabama* (2012) 567 U.S.-; 132 S. Ct. 2455, 2460 – holding no mandatory LWOP for juveniles convicted of murder; *People v. Caballero* (2012) 55 Cal.4<sup>th</sup> 262-Miller applies to sentence which are the functional equivalent of LWOP. *Montgomery v. Alabama* (2016) \_U.S.\_ [136 S.Ct718,729- held that *Miller* applies retroactively. Further, Proposition 57 requires a full hearing in Juvenile Court regarding whether a minor can be prosecuted in Adult Court or Juvenile Court. All of these hearings are extensive and complicated requiring investigation and presentation of evidence. Proposition 64 has added additional requirements to review prior convictions and petition the court for dismissal.

Reasonable Professional Standards of Competency (RPSC) will also increase the costs of experts including, but not limited to, psychologists, social workers, mitigation specialists, prison, various medical, and gang experts. Other consultation or investigations will need to be completed, such as compiling birth, hospital, and school records. These costs may increase Services and Supplies for the Alternate Public Defender's budget and only a portion are reflected in the Recommended Budget. By midyear the impacts on the Department's budget should be more widely known and realized which may require a budget adjustment.





## 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, Animal Care/Control, 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:

FY2017/18 Midyear Projection:	106,622,265
FY2018/19 Recommended:	110,337,801
County General Fund Contribution:	61,819,978
Percent County General Fund Supported:	56.0%
Total Employees (FTEs):	531

## FUNCTION AND RESPONSIBILITIES

- Administration function provides a variety of administrative and support services including strategic planning; fiscal administration; personnel administration; implementation of operational standards; maintenance of criminal records; crime reporting; evidence collection and storage; service of legal notices such as restraining orders, actions of divorce, and eviction notices; collection and distribution of civil judgments; management of the automated biometrics identification system; oversight of employees' training and standards; and maintenance and implementation of its automated systems.
- Custody function provides for the custodial care of the inmates housed at the jail facilities, including both sentenced and pre-trial inmates, through supervision of the inmate population and provision of clothing and meals, and medical, mental health, and dental services; preparation of the inmate for return to the community through provision of substance abuse treatment services, case management re-entry services, and vocational services; and management of the work furlough, work release and electronic monitoring programs for low level offenders.
- Field Operations function provides for the protection of county residents in unincorporated areas and their property through prevention and detection of criminal activity and apprehension of those responsible for the crime; safety and enforcement of Solano County waterways; crime scene investigations; cold-case investigations; narcotics investigations; compliance checks of post-release community supervision clients; mutual aid response; building and perimeter security services to the Courts; law enforcement and security services to Solano Community College and other County departments; transportation

**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection**

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of inmates to and from court, state prison facilities, other county jail facilities, and medical appointments; conduction of death investigations and autopsies; and oversight of indigent burials.

- Emergency Services function provides for the central coordination in all county disaster events, establishment of an emergency operations plan, provision of direction to first responders, and enlistment of aid from various state and local agencies; coordination of local search and rescue efforts; dispatch of Field Operations personnel to calls for service, and dispatch of local fire personnel and equipment through the countywide consolidated fire dispatch center.

At the direction of the County Administrator and approval of the Board of Supervisors, is responsible for the operation and management of the County's Animal Care shelter and provision of animal control services to the unincorporated areas.

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

#### Challenges:

- Separated Inmates: During the prior five years, the number of Administrative Segregations (AdSep) has fluctuated between 100 and 200 inmates. Although the average daily population in the jail facilities over the last year has declined, the number of AdSeps continues to remain close to 200 or 25% of the current inmate population. AdSep inmates are identified as those who are prone to: promote activity or behavior that is criminal in nature or disruptive to facility operations; demonstrate influence over other inmates, including influence to promote or direct action or behavior that is criminal in nature or disruptive to the safety and security of other inmates or facility staff, as well as to the safe operation of the facility; escape; assault, attempt to assault, or participate in a conspiracy to assault or harm other inmates or facility staff; or is likely to need protection from other inmates, if such administrative segregation is determined to be necessary in order to obtain the objective of protecting the welfare of inmates and staff and includes use of single cell occupancy, which has impacted staffing needs and costs.
- Court Security Services: Since the 2011 Public Safety Realignment, state funds for building and perimeter security were diverted from the Courts and given directly to the County. For FY2018/19 Trial Court Security funding is insufficient by approximately \$750,000 to continue providing court security services at the current court level. The Sheriff's Office is working with the Presiding Judge and court administration to review operations and mandated services, and determine an acceptable level of service given available funding. This is a statewide funding issue and many counties are reviewing service options to avoid using County General Fund.
- OES Staffing: The number of declared disasters has grown from one every three to four years to one or more a year. In 2017, Solano County experienced flooding in January and again in February, and then the Atlas Fire in October. Additionally, the Sheriff's Office of Emergency Services' staff is responsible for managing the Emergency Management Performance Grants, the Homeland Security Grants, the Urban Area Security Initiative grants, and the Delta Flood Response grants. Current staffing is inadequate to fully comply with administrative requirements for disaster events and grants management, while maintaining the required training, training exercises, and other disaster preparation efforts FEMA expects. OES is exploring possible funding sources to augment staffing needs.

#### Accomplishments:

- Prison Rape Elimination Act-Compliance (PREA): In March 2018, the Stanton Correctional Facility received a passing mark for PREA compliance. The audit process lasted several months, and through that time numerous policies and procedures were established or amended, staff training was implemented, and inmate education was given on our zero-tolerance policy for sexual harassment and/or abuse. The next phase of the audit process will include the Claybank Detention Facility.
- Response to the Atlas Fire and Assistance Provided to Napa and Sonoma Counties: During the immediate response to the Atlas Fire in October 2017, the Solano Emergency Operations Center (EOC) was activated for eight days and the Solano Dispatch Center brought in additional personnel to handle the rapid increase in call volume and facilitated the evacuation efforts in Green Valley and Twin Sisters areas of Solano County. Advanced notice of the fire was obtained by OES personnel on scene in Napa County when the fires erupted, resulting in a safe and timely response with minimal damages and no loss of life or significant injuries in Solano.

The EOC staff, utilizing personnel from many County departments, facilitated the creation of a large animal shelter at the Vallejo Fairgrounds, a 300-bed field hospital at the Dixon Fairgrounds, and an evacuee shelter at Solano Community

College in Fairfield. The influx of people and animals from Napa and Sonoma Counties highlighted the potential that in a major Bay Area disaster, Solano County will be a safe-haven for those evacuating disaster areas. Through mutual aide, the Sheriff's Office also sent 22 law enforcement personnel to Napa and Sonoma Counties to assist with resident evacuations and securing burned out neighborhoods as did the cities in Solano who assisted the Sheriff locally.

- **Homeless Outreach:** The Sheriff's resident deputies partnered with more than 20 public and private sector groups including local law enforcement, Social Services, Veteran's Affairs, Mission Solano, and local church groups, to conduct three multi-day homeless outreach operations during 2017, resulting in the contact of 236 homeless persons, of which 167 accepted services. Cal-Trans and Solano County Public Works assisted with clean-up and debris removal. Bi-monthly meetings continue with other law enforcement agencies and non-law enforcement partners to discuss current concerns and identify ways in which services can be provided to our residents experiencing homelessness.
- **Inmate Education:** The Sheriff's Office has successfully partnered with Five Keys Charter School to deliver educational programming to inmates housed in the Solano County jail facilities. Five Keys has provided seven teachers and a re-entry specialist serving in the three jail facilities. Between 150-185 inmates receive educational services on a daily basis through classroom education, independent study, English as a Second Language, or Special Education Services. With the assistance of Five Keys Charter Schools, 20 inmates received their high school diplomas in 2017.
- **Inmate Care Coordination Committee:** A newly established Inmate Care Coordination Committee, a multi-disciplinary team comprised of the Inmate Program Manager, programming staff, and community-based service providers work together to develop a treatment case plan and a re-entry plan for inmates.
- **Cameras:** The Sheriff's Office installed two additional cloud-based camera systems in high crime areas within the unincorporated area of Fairfield/Suisun and near Solano Community College to assist with both in-progress incidents, as well as post-incident investigation. The camera systems record roadway/intersection activity and allows for live streaming video from any computer or mobile device such as a cell phone or tablet. Cameras continue to be an invaluable tool for aiding in the identification and capture of individuals suspected of criminal activity.
- **Replacing the Automated Biometrics Identification System:** Phase 1 of the Automated Biometrics Identification System (ABIS) project has been completed. Phase 1 included the purchase of hardware and software to upgrade the current multi-print station used to input latent prints; conversion and archive of current AFIS and DNA records and hard-copy legacy records to a database using standardized formats; provision of a web-based application interface; implementation of Morpho Archive Service to include search and report features; interface upgrade to existing Livescan stations and mobile ID devices; and enhancement of the ATIMS jail booking workflow.
- **Reducing the Number of Firearms in the Community:** During 2017, 45 firearms were taken off the streets as a result of post release community supervision compliance checks, narcotics investigations, and warrant services.

## WORKLOAD INDICATORS

Administration	2013	2014	2015	2016	2017
Total annual civil papers received for processing	9,282	9,259	8,228	8,244	7,887
Number of restraining orders processed	2,177	2,122	2,131	2,143	2,143
Number of warrants processed	8,037	9,270	9,490	9,999	10,324
Number of call-outs to crime scenes	20	27	45	49	41
Number of suspect fingerprints analyzed	279	510	607	395	382
Number of background investigations processed	540	625	585	486	346
Number of training hours provided to staff	24,904	33,651	39,662	30,130	30,771

**6550 – Fund 900-Sheriff/Coroner**  
**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection**

**Functional Area Summary**

<b>Custody</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Number of bookings	14,537	16,293	16,192	16,205	15,555
Felonies <sup>1</sup>	8,120	8,852	7,067	6,719	6,499
Misdemeanors <sup>1</sup>	6,417	7,441	8,642	8,977	8,617
Other	N/A	N/A	483	498	439
Average daily population	924	939	940	985	975
Average stay (days)	22.9	21.0	21.0	22.4	22.9

<b>Law Enforcement and Investigative Services</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Number of calls for service - Patrol	52,381	55,706	56,474	60,413	58,624
Number of arrests	3,454	3,666	3,692	3,449	2,802
Number of Sheriff Emergency Response Team call-outs	26	26	49	9	7
Number of illegal dumping cases investigated	128	238	243	478	447
Number of calls for service – Court Security	668	1,469	1,497	1,970	1,700
Number of prisoners transported - Court and other facilities	19,338	15,806	17,201	18,704	12,912
Number of prisoners transported – Medical & hospitalizations	1,157	708	972	365	416
Number of crime investigations	1,020	848	1,131	1,051	1,098
Street Value of illegal drugs confiscated	\$3.0M	\$4.4M	\$20M	\$234M	\$14M
Number of felony sexual assault offender sweeps	3	4	16	9	12
Number of vessel inspections	1,384	1,237	1,045	556	704
Number of vessel assists	72	80	228	47	55
Number of Sheriff Enforcement Team compliance checks	594	276	298	210	245
Number of decedents received by Coroner	1,283	1,317	1,331	1,257	1,281
Number of autopsies	180	236	242	232	238

<b>Emergency Services</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Number of Emergency Operations Center Activations	0	1	1	0	3
Number of search and rescue operations	14	13	20	14	16
Number of calls for service - Dispatch	95,621	99,254	100,739	108,388	104,654

<sup>1</sup> As a result of the passing of Prop 47 by voters in November 2014, certain felony drug offenses were reduced to misdemeanors, allowing people who were already serving a felony conviction for these crimes to petition the court for resentencing and impacting booking statistics going forward.

## Functional Area Summary

## 6550 – Fund 900-Sheriff/Coroner Thomas A. Ferrara, Sheriff/Coroner Public Protection

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	79,877,122	83,797,878	90,808,405	7,010,527	8.4%
CUSTODY	10,883,869	9,881,633	7,463,262	(2,418,371)	(24.5%)
FIELD OPERATIONS	12,238,202	12,276,602	11,744,134	(532,468)	(4.3%)
EMERGENCY SERVICES	325,993	316,864	322,000	5,136	1.6%
<b>TOTAL REVENUES</b>	<b>103,325,186</b>	<b>106,272,977</b>	<b>110,337,801</b>	<b>4,064,824</b>	<b>3.8%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	21,778,634	24,548,097	25,350,952	802,855	3.3%
CUSTODY	51,776,970	51,475,227	53,877,608	2,402,381	4.7%
FIELD OPERATIONS	26,919,444	26,849,024	27,685,349	836,325	3.1%
EMERGENCY SERVICES	3,107,861	3,400,629	3,423,892	23,263	0.7%
<b>TOTAL APPROPRIATIONS</b>	<b>103,582,909</b>	<b>106,272,977</b>	<b>110,337,801</b>	<b>4,064,824</b>	<b>3.8%</b>
<b>NET CHANGE</b>	<b>257,723</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
ADMINISTRATION	61	61	60	(1)	(1.6%)
CUSTODY	297	292	289	(3)	(1.0%)
FIELD OPERATIONS	157	157	157	0	0.0%
EMERGENCY SERVICES	25	25	25	0	0.0%
<b>TOTAL STAFFING</b>	<b>540</b>	<b>535</b>	<b>531</b>	<b>(4)</b>	<b>(0.7%)</b>

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of \$4,064,824 or 3.8% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. As a result, the General Fund Contribution is increased by \$6,422,249 or 11.6%. The increase is largely attributed to County-approved employer-paid costs.

The primary funding source for the Sheriff's Office is County General Fund Contribution of \$61,819,978 or 56.0% of the Recommended Budget. The primary source of non-County revenue is Proposition 172 Public Safety Tax; \$27,753,381 or 25.2% of total revenues. The Public Safety Tax is tied to State sales tax revenue and is directly impacted by the State's economy. The Sheriff's Office is projecting an increase of \$1,031,200 or 3.9% in Proposition 172 tax revenues over the current year Adopted Budget as California's economy continues to grow as supported by continued upward sales trends. Other principal funding sources include: state payments for providing court security services, \$6,688,123 or 6.1% of total revenues; and state allocations under the 2011 Public Safety Realignment, \$7,242,608 or 6.6% of total revenues.

The Sheriff's Office is organized in four distinct functions: Administration, Custody, Field Operations and Emergency Services. The tables and graphs that follow illustrate the distribution of revenues and appropriations for the four functions.

### Administration and Support

The primary programs for Administration are Administrative Services, Personnel Services, and Training. Other programs include Records and Warrants, Civil, Forensic Identification Services, and Technology Services.

The Recommended Budget for Administration is \$90,808,405 in revenues and \$25,350,952 in appropriations. These represent an increase of \$7,010,527 or 8.4%, in revenues and an increase of \$802,855 or 3.3% in appropriations when compared to the FY2017/18 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 Division. The net increase in revenues in Administration and Support is primarily from increases to General Fund Contribution and Proposition 172 revenues which represent \$89,573,359 of the total revenue. Appropriations include Countywide Administrative Overhead, liability and risk insurance, workers' compensation, communications costs, and central

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data processing services for the Sheriff's Office totaling \$14,819,632. Administration's Recommended Budget assumes Standards and Training for Corrections and Peace Officer Training and Standards monies will continue to offset training costs for Correctional Officers and Deputies. The increase in expenditures is primarily due to the increased worker's compensation insurance costs.

The Administration Recommended Budget funds 60.0 FTE positions.

Custody

The primary programs for Custody are the Justice Center Detention Facility, the Claybank Detention Facility, and the Stanton Correctional Facility. Other programs include Alternative to Custody, Inmate Health Care, Inmate Programming, and the Rourk Vocational Training Center.

The Recommended Budget for Custody is \$7,463,262 in revenues and \$53,877,608 in appropriations. This represents a decrease of \$2,418,371, or 24.5%, in revenues and an increase of \$2,402,381, or 4.7%, in appropriations when compared to the FY2017/18 Adopted Budget. The decrease in revenues is primarily due to a reduction in leased bed revenue reflecting no inmates housed through contracted beds for FY2018/19 with Napa or Sonoma County, and lower jail access fee revenues associated with eligible misdemeanor bookings by local law enforcement agencies. Custody's Recommended Budget assumes State Supplemental Law Enforcement Services Fund (SLESF) monies will continue to fund maintenance projects; and 2011 Public Safety Realignment funding, State Criminal Alien Assistance Program and State booking allocation will continue to support Custody operations and inmate programming. The net increase in expenditures is primarily due to the County-approved labor costs, offset by decreased food, clothing, and maintenance costs associated with a lower inmate average daily population (ADP), based on an Average Daily Population (ADP) of 800 for purposes of the Recommended Budget.

The 2011 Public Safety Realignment funding for Community Corrections is \$4,649,679 for FY2018/19. These funds help to offset much of the costs of housing Public Safety Realignment (AB 109) inmates, such as staff salaries and benefits, operational costs including medical and food costs, and programming costs.

The Recommended Custody Budget funds 289.0 FTE positions.

Field Operations

The primary programs for Field Operations are Patrol, Court Services, and Security Services. Other programs include Marine Patrol, Resident Deputy, Transportation, Investigations, the Special Investigations Unit, the Sheriff's Emergency Response Team, the Armory, and the Coroner's Office.

The Recommended Budget for Field Operations is \$11,744,144 in revenues and \$27,685,349 in appropriations. This represents a decrease of \$532,468, or 4.3%, in revenues and an increase of \$836,325, or 3.1%, in appropriations when compared to the FY2017/18 Adopted Budget. The decrease in revenues is primarily due to less Trial Court Security funds available to provide building and perimeter security to the Courts. Field Operations' Recommended Budget assumes State Supplemental Law Enforcement Services Fund (SLESF) monies will continue to support warrant service activities, Cal-MMET funding will continue to support a sergeant and deputy assigned to the Special Investigations Unit, and 2011 Public Safety Realignment funding will continue to support the Sheriff's Enforcement Team. The increase in expenditures is due to the County-approved labor costs.

The 2011 Public Safety Realignment program budget allocation for Community Corrections is \$1,073,743 in FY2018/19. The Realignment funding pays for the salary and benefits costs for 5.0 FTE positions: 1 Sergeant-Sheriff 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 Recommended Law Enforcement and Investigative Services budget funds 157.0 FTE positions.

Emergency Services

The primary programs for Emergency Services are the Office of Emergency Services (OES) and Dispatch. Other volunteer programs within OES include Search and Rescue, the Dive Team, and the Cadet program.

The Recommended Budget for Emergency Services is \$322,000 in revenues and \$3,423,892 in appropriations. This represents an increase of \$5,136, or 1.6%, in revenues and an increase of \$23,263, or 0.7%, in appropriations when compared to the

## Functional Area Summary

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FY2017/18 Adopted Budget. The increase in revenues is primarily due to cost recovery of dispatch services. The increase in expenditures is due to the County-approved labor costs.

The Recommended Emergency Services division funds 25.0 FTE positions.

### Contracts

Contract services (excluding software maintenance and support) represent a significant portion of the services and supplies section of the budget with a total of \$14.0 million. Services with significant appropriations represented by individual and/or multiple service contracts are listed below. Several contracts are revenue-offset.

• Medical, dental & mental health care to inmates:	\$ 11,195,000
• Food service to inmates:	\$ 1,405,000
• Case management service to inmates:	\$ 348,000
• Re-entry services for female inmates:	\$ 283,000
• Forensic pathology services:	\$ 275,000
• Pre-employment background investigative services:	\$ 133,000
• Employment readiness skills for inmates:	\$ 100,000
• Electronic monitoring for ATC program:	\$ 81,000
• Consultant services for Automated Biometrics ID System:	\$ 79,000
• Forensic toxicology screening services of decedents:	\$ 58,000
• LSCMI inmate assessments	\$ 50,000

### Fixed Assets

None.

## DEPARTMENT COMMENTS

### Public Safety Realignment for Community Corrections

The 2017 calendar year reflects an upturn as the average daily population under AB 109 was 210 inmates, slightly up from 187 inmates for the 2016 calendar year. Using the 2017 ADP and the FY2018/19 Board-approved daily bed rate of \$214.00, approximately \$16.4 million of costs may be attributed to Public Safety Realignment inmates. Although the Sheriff's Office anticipates receiving \$4.7 million of the County's share of Public Safety Realignment for custody operations, the revenue is decidedly insufficient to cover the full program costs. County General Fund dollars must then make up the difference.

### Overtime Costs

Overtime costs are incurred primarily for the replacement of employees out on extended leave (i.e., Family Medical Leave Act, California Family Rights Act Leave, Worker's Compensation, State Disability, and Leave of Absence) and regular leave (e.g., annual, and sick leave), as well as vacancies, averaging 90 to 100 employees daily which equates to approximately 17% of our workforce. This is especially true for the Custody Division, as staffing levels must be maintained to keep the level of security required to supervise the inmate population and meet Title 15 Standards for Local Detention Facilities. Since 2011 Public Safety Realignment, inmates in the jail system who would have been previously sentenced to state prison are of a higher criminal sophistication and their knowledge of the prison system and abuse of the jail grievance system has contributed to heightened security needs. While the inmate population has decreased over the last year, staffing levels have not seen a commensurate decrease due to the increase in the number of inmates requiring Administrative Segregation. Other reasons for overtime are described by the Sheriff's Divisions below.

- Administration: Training and training replacement; and special projects.
- Custody: Crisis incidents, Custody Response Team and/or Search Team actions, SB 1022 transition team activities, and impacts of facility repairs.

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- Field Operations: Contracted law enforcement and security services; hospital transports; crime scene response; mutual aid response; and special events.
- Emergency Services: Disaster response; search and rescue response; and mutual aid callouts.

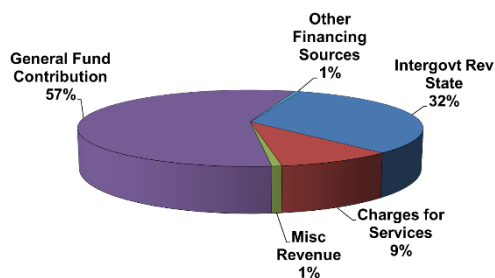
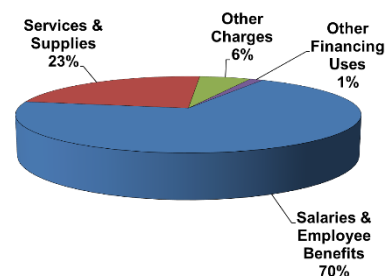
Revenue Reduction for Contracted Jail Bed Space

As of March 2018, and following completion of repairs to Napa County jail facilities, Napa County removed the last of its inmates housed in Solano jail facilities. The FY2018/19 Recommended Budget does not include a projection for revenue generated through leased beds resulting in a \$2.3 million reduction to revenue. This revenue helped to offset some of the jail facilities' fixed costs. The FY2018/19 Recommended Budget does not include an increase in General Fund Contribution to offset this reduction.

Rourk Vocational Training Center

The Board of Supervisors accepted a \$23 million construction award from the Board of State and Community Corrections on May 13, 2014 under Senate Bill 1022, the Adult Local Criminal Justice Facilities Construction Program (SB 1022). The construction of the Rourk Vocational Training Center (Center) is anticipated to be completed by December 2018 and occupied within 90 days of completion. Once a certificate of occupancy is received, some of the contracted community-based organizations such as Leaders in Community Alternatives and Five Keys Charter School will provide rehabilitation and re-entry services at the center.

The construction phase of the project, including some transitional tasks, is funded by SB 1022. The Sheriff's FY2018/19 Recommended Budget includes appropriations of \$540,440 primarily for the salaries and benefits for one regular full-time Custody Sergeant, two regular full-time Correctional Officers, and one Correctional Officer working regular full-time for six months. These expenditures are somewhat offset by \$261,633 in SB 1022 revenue for activities through December 2018. After occupancy, the one Correctional Officer will be needed to supervise the inmates receiving rehabilitation and/or re-entry services and the Custody Sergeant will assist the Inmate Program and Services Manager in developing the vocational program and establishing relationships with local businesses to offer vocational training such as truck/bus driver training, diesel/automotive mechanic training, green energy installation and maintenance, and training in the building trades such as carpentry and electrical work. Once the vocational training starts, two additional Correctional Officers will be needed to provide supervision of those inmates in the program. As a result of Prop 47, approved by the voters in November 2014, the pool of inmates available for the program has changed from what was envisioned. The anticipated pool of inmates will require increased supervision.

**SOURCE OF FUNDS**

**USE OF FUNDS**




## Functional Area Summary

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DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	76,057	66,295	78,330	12,035	18.2%
FINES, FORFEITURES, & PENALTY	398,063	353,766	464,175	110,409	31.2%
REVENUE FROM USE OF MONEY/PROP	0	0	12,000	12,000	0.0%
INTERGOVERNMENTAL REV STATE	34,852,526	34,676,053	35,579,157	903,104	2.6%
INTERGOVERNMENTAL REV FEDERAL	379,376	302,448	280,716	(21,732)	(7.2%)
INTERGOVERNMENTAL REV OTHER	347,254	336,055	328,800	(7,255)	(2.2%)
CHARGES FOR SERVICES	13,114,971	13,298,308	10,235,130	(3,063,178)	(23.0%)
MISC REVENUE	740,131	784,887	874,596	89,709	11.4%
OTHER FINANCING SOURCES	584,670	1,057,436	664,919	(392,517)	(37.1%)
GENERAL FUND CONTRIBUTION	52,832,138	55,397,729	61,819,978	6,422,249	11.6%
<b>TOTAL REVENUES</b>	<b>103,325,186</b>	<b>106,272,977</b>	<b>110,337,801</b>	<b>4,064,824</b>	<b>3.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	71,881,032	71,191,860	77,064,374	5,872,514	8.2%
SERVICES AND SUPPLIES	24,987,328	27,090,121	25,933,458	(1,156,663)	(4.3%)
OTHER CHARGES	5,251,632	6,170,568	6,267,504	96,936	1.6%
F/A EQUIPMENT	19,282	179,310	0	(179,310)	(100.0%)
OTHER FINANCING USES	1,965,431	2,153,233	1,575,568	(577,665)	(26.8%)
INTRA-FUND TRANSFERS	(521,796)	(512,115)	(503,103)	9,012	(1.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>103,582,909</b>	<b>106,272,977</b>	<b>110,337,801</b>	<b>4,064,824</b>	<b>3.8%</b>
<b>NET CHANGE</b>	<b>257,723</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(100.0%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustments:

- \$4,783,000 net increase in employer-paid costs:
  - \$2,524,000 for COLA increase plus wage driven costs (e.g., retirement, OPEB, and FICA/Medicare) and overtime based on approved labor agreements.
  - \$1,262,000 for merit and longevity increases plus wage driven costs (e.g., retirement, OPEB, and FICA/Medicare) based on approved labor agreements.
  - \$1,303,000 for employer-paid retirement cost increases for County-approved PERS rate increase based on approved labor agreements.
  - \$951,000 for employer-paid pension obligation bonds due to rate decrease for both miscellaneous and safety employees.
  - \$348,000 increase in health care insurance.
  - \$234,000 increase for employee incentive pay for employees with POST intermediate and advanced certifications based on approved labor agreements.
  - \$60,000 increase for shift pay for Deputy Sheriffs and Sergeant Sheriffs based on approved labor agreements.
  - \$3,000 increase for PARS retirement costs.
- \$2,336,000 decrease in leased bed revenue as the Sheriff's Office does not anticipate leasing any beds in FY2018/19.
- \$851,000 decrease in Trial Court Security funds for providing building and perimeter security services to the Solano Courts. The decrease in revenue is offset by a net decrease in expenditures to contracted services, overtime and extra-help costs, and salary savings.
- \$589,000 net decrease in salary savings due to the deletion of 10.0 FTE Limited-term Correctional Officers together with increased savings from anticipated vacancies in court security.

- \$467,000 decrease in professional services for the Automated Biometrics System project as Phase 1 has been completed by MorphoTrak. Phase 2 covers the purchase of a new system and does not require professional services.
- \$417,000 decrease in inmate food costs due to the decreasing inmate population. For FY2018/19, the average daily population of inmates is estimated to be 800, down 200 from FY2017/18 estimated average daily population of 1,000 inmates.
- \$261,000 increase in Transfers-Out to Fund 254 to offset the Mentally Ill Offender Crime Reduction grant program costs. The grant agreement requires that the County sustain the program for an additional year after the initial grant funding period.
- \$252,000 increase in salary and benefits costs related to the Rourke Vocational Training Center due to increased construction and transitional activities required to complete the project. Expenditures for the Center after occupancy and in subsequent years will become General Fund obligation.
- \$145,000 decrease in jail access fee revenues due to rising three-year eligible booking averages as local agencies are only charged for those eligible bookings that exceed their most recent three-year average.
- \$145,000 decrease in substance abuse treatment counseling services as the entire cost is now paid from the Inmate Welfare Fund.
- \$128,000 increase in software subscription licensing for Evidence.com to store video from patrol vehicles, body cams, taser cams, investigative services, and security cameras.
- \$79,000 increase for consulting services to assist with Phase 2 of the Automated Biometrics Identification System project.
- \$42,000 increase in Transfers-Out to County Fleet to purchase a new replacement vehicle to transport inmates. The vehicle purchase price is \$185,000; however, the Sheriff's Office has already paid Fleet replacement costs of approximately \$143,000 thru the rate structure.

Changes in allocated Share of County Costs:

- \$102,000 increase in Countywide Administrative Overhead and Building Use costs.
- \$1,060,000 increase to worker's compensation insurance.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2017/18 Budget are provided below:

In December 2017, the Board approved:

- Delete 3.0 FTE Limited-Term Correctional Officers.

In December 2017, the County Administrator approved:

- Delete 2.0 FTE Limited-Term Correctional Officers.
- Delete 1.0 FTE Legal Procedures Clerk.

In February 2018, the Human Resource Director approved:

- A technical adjustment to reclassify 1.0 FTE Office Supervisor to 1.0 FTE Clerical Operations Supervisor.
- Add 2.0 FTE Limited-Term Custody Sergeants to backfill employees out on extended leave.

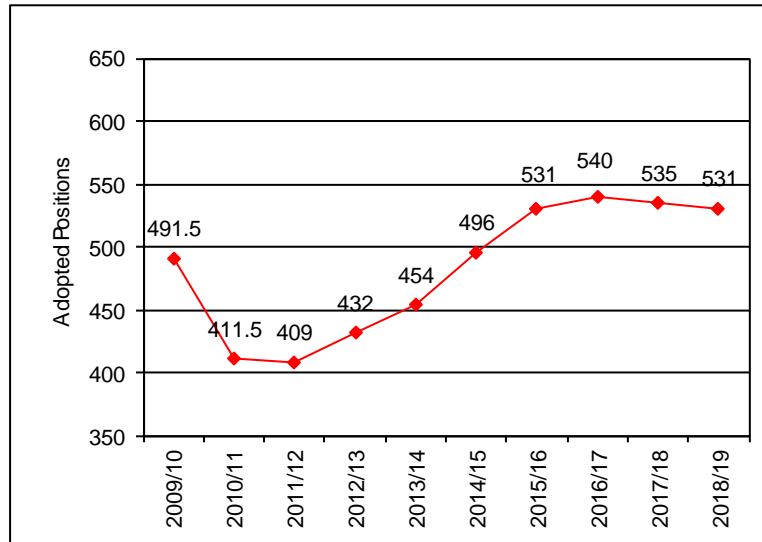
In March 2018 (Midyear), the Board approved:

- Add 4.0 FTE Public Safety Dispatcher (Supervising) to increase supervisory support for the Dispatch Center swing and weekend shifts; funded by the savings from the deletion of 4.0 FTE Senior Public Safety Dispatchers and an increase in Prop 172 revenues.
- Delete 4.0 FTE Senior Public Safety Dispatchers.

The Recommended Budget includes:

- Delete 1.0 FTE Limited-Term Custody Lieutenant to expire June 30, 2018.
- Transfer 1.0 FTE Custody Lieutenant from Animal Care Services to the Sheriff's Office.

### STAFFING TREND



### PENDING ISSUES AND POLICY CONSIDERATIONS

The Sheriff's Office continues to work on fully implementing the requirements of the Prison Rape Elimination Act (PREA). Compliance requires program oversight, new and updated policies and procedures, department training, and adequate staffing and/or cameras to eliminate "blind" spots. With the Stanton Correctional Facility receiving a passing mark, the PREA auditor will next focus on the Claybank Detention Facility (CDF) before finishing with the Justice Center Detention Facility (JCDF). It is anticipated that cameras will need to be added to each facility's current security system. General Services will bring this security enhancement project as part of the capital projects request to the Board for approval once details and cost estimates are complete.

The lack of an adequate pool of board-certified forensic pathologists is considered a national crisis, as there are estimated to be only around 500 such pathologists currently practicing forensic pathology full-time in the U.S. The Sheriff's Office is working on a succession plan for the two contracted part-time forensic pathologists providing autopsy services in the Coroner's Office.

**6550 – Fund 900-Sheriff/Coroner**  
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**Summary of Other Administered Budgets**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
4110 CIVIL PROCESSING FEES	192,119	183,500	161,323	(22,177)	(12.1%)
4120 SHERIFF ASSET SEIZURE	191,460	1,000	1,500	500	50.0%
2540 MENTALLY ILL OFFENDER GRANT	419,329	511,310	522,000	10,690	2.1%
2535 EMERGENCY MGMT PERFORM GRANTS	319,952	40,000	82,500	42,500	106.3%
2536 FLOOD EMERGENCY RESPONSE GRANT	202,830	25,408	0	(25,408)	(100.0%)
2538 URBAN AREAS SEC INITIATIVE	88,468	0	104,590	104,590	0.0%
2539 HOMELAND SECURITY GRANTS	222,261	792,657	852,940	60,283	7.6%
4050 AUTOMATED IDENTIFICATION	973,970	478,500	476,000	(2,500)	(0.5%)
4052 VEHICLE THEFT INVES/RECOVERY	501,789	450,000	502,200	52,200	11.6%
2850 ANIMAL CARE SERVICES	3,077,005	3,320,419	4,056,819	736,400	22.2%
5460 IND BURIAL VETS CEM CARE	8,416	7,025	9,000	1,975	28.1%
<b>APPROPRIATIONS</b>					
4110 CIVIL PROCESSING FEES	88,419	89,557	89,585	28	0.0%
4120 SHERIFF ASSET SEIZURE	363,005	68,466	162,139	93,673	136.8%
2540 MENTALLY ILL OFFENDER GRANT	419,329	511,310	522,000	10,690	2.1%
2535 EMERGENCY MGMT PERFORM GRANTS	320,058	40,000	82,500	42,500	106.3%
2536 FLOOD EMERGENCY RESPONSE GRANT	240,289	25,408	0	(25,408)	(100.0%)
2538 URBAN AREAS SEC INITIATIVE	88,468	0	104,590	104,590	0.0%
2539 HOMELAND SECURITY GRANTS	222,261	761,465	852,940	91,475	12.0%
4050 AUTOMATED IDENTIFICATION	883,664	871,244	546,788	(324,456)	(37.2%)
4052 VEHICLE THEFT INVES/RECOVERY	379,646	539,850	550,926	11,076	2.1%
2850 ANIMAL CARE SERVICES	3,776,041	4,676,198	5,243,462	567,264	12.1%
5460 IND BURIAL VETS CEM CARE	25,592	24,368	27,383	3,015	12.4%
<b>NET CHANGE</b>					
4110 CIVIL PROCESSING FEES	(103,700)	(93,943)	(71,738)	22,205	(23.6%)
4120 SHERIFF ASSET SEIZURE	171,545	67,466	160,639	93,173	138.1%
2540 MENTALLY ILL OFFENDER GRANT	0	0	0	0	0.0%
2535 EMERGENCY MGMT PERFORM GRANT	106	0	0	0	0.0%
2536 FLOOD EMERGENCY RESPONSE GRAI	37,459	0	0	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	0	0	0	0	0.0%
2539 HOMELAND SECURITY GRANTS	0	(31,192)	0	31,192	(100.0%)
4050 AUTOMATED IDENTIFICATION	(90,306)	392,744	70,788	(321,956)	(82.0%)
4052 VEHICLE THEFT INVES/RECOVERY	(122,144)	89,850	48,726	(41,124)	(45.8%)
2850 ANIMAL CARE SERVICES	699,036	1,355,779	1,186,643	(169,136)	(12.5%)
5460 IND BURIAL VETS CEM CARE	17,176	17,343	18,383	1,040	6.0%

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 Code (GC) section 26731 (Portion of Civil Fees Collected) and section 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 supplement the cost for civil process operations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$22,177 or 12.1% in revenues and an increase of \$28 or less than 0.0% in appropriations when compared to the FY2017/18 Adopted Budget. The decrease in revenues is primarily due to the continued trend of lower civil court assessments associated with GC 26731. Other Financing Uses includes an Operating Transfers to the Sheriff's operating budget (Fund 900 - BU 6550) to offset costs within the Civil program. No County General Fund dollars are included in this budget.

Fixed Assets

None.

See related Budget Unit 9117 – Fund 241 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

Revenue from GC section 26731 will increase the Fund Balance as the Sheriff's Office is limited in how funds can be expended with 95% restricted for the implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings. These funds are not available for operations.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	120,327	122,000	94,737	(27,263)	(22.3%)
REVENUE FROM USE OF MONEY/PROP	9,088	6,500	11,586	5,086	78.2%
CHARGES FOR SERVICES	62,705	55,000	55,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>192,119</b>	<b>183,500</b>	<b>161,323</b>	<b>(22,177)</b>	<b>(12.1%)</b>
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	88,419	89,557	89,585	28	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>88,419</b>	<b>89,557</b>	<b>89,585</b>	<b>28</b>	<b>0.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(103,700)</b>	<b>(93,943)</b>	<b>(71,738)</b>	<b>22,205</b>	<b>(23.6%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

Government Code section 26731 restricts 95% of funds for implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems for the Sheriff's Civil Division and only 5% can be used for operations. It would be advantageous for Solano County to pursue a legislative change to modify these percentages.

**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's 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, local businesses, and uniformed law enforcement officers. Further distributions include 24% to the State of California General Fund, and 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 represents an increase of \$500 or 50.0% in revenues and an increase of \$93,673 or 136.8% in appropriations when compared to the FY2017/18 Adopted Budget, resulting in a decrease to Fund Balance of \$160,639. The increase in appropriations is primarily due to an increase in Countywide Administrative Overhead, and funding for 50% of a Benicia Police Officer's time to participate in the Sheriff's Special Investigations Unit to support narcotics investigations, as approved in an MOU with the Benicia Police Department in July 2016. Funding for the costs related to the MOU were not reflected in the FY2017/18 Adopted Budget, but were reflected in the FY2017/18 Midyear budget projection. Other financing uses include an Operating Transfers-Out of \$38,104 to the Sheriff's operating budget (Fund 900 - BU 6550), of which \$22,104 is used to offset overtime and training cost for the Sheriff's Narcotics Task Force and \$16,000 to support the Narcotics Canine Program. No County General Fund dollars are included in this budget.

See related Budget Unit 9118 – Fund 253 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

California State Senate Bill 443 was effective January 1, 2017. This law requires that law enforcement agencies confirm a criminal conviction was obtained before they can receive federal equitable-sharing payments from forfeited real estate, vehicles, boats and cash valued at under \$40,000. Currently, Fund Balance includes \$95,000 in equitable-sharing funds distributed to the County after January 1, 2017 that is under the limit. Most of these seizures were by the U.S. Post Office with help from a Sheriff's Deputy and his canine. The Sheriff's Office is working to confirm criminal convictions in these cases to ensure all funds received are proper and need not be returned.

The U.S. Department of Justice budgetary guidelines states that revenues should not be budgeted before they are actually received. The Recommended Budget assumes Fund Balance can continue to fund the Sheriff's canine program and some overtime costs related to narcotics investigations.

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	184,847	0	0	0	0.0%
REVENUE FROM USE OF MONEY/PROP	3,253	1,000	1,500	500	50.0%
INTERGOVERNMENTAL REV FEDERAL	3,360	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>191,460</b>	<b>1,000</b>	<b>1,500</b>	<b>500</b>	<b>50.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	13,160	0	0	0	0.0%
OTHER CHARGES	80,180	442	124,035	123,593	27962.2%
F/A EQUIPMENT	196,240	0	0	0	0.0%
OTHER FINANCING USES	73,425	68,024	38,104	(29,920)	(44.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>363,005</b>	<b>68,466</b>	<b>162,139</b>	<b>93,673</b>	<b>136.8%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>171,545</b>	<b>67,466</b>	<b>160,639</b>	<b>93,173</b>	<b>138.1%</b>

#### SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustment:

- \$44,000 increase in Countywide Administrative Overhead costs due to a roll-forward adjustment.

#### SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

#### PENDING ISSUES AND POLICY CONSIDERATIONS

County Counsel is researching SB 443 to determine whether this law applies to seizures by a federal agency using federal statutes and where the Sheriff's Office assisted with the investigation and seizure.



**FUNCTION AND RESPONSIBILITIES**

The Mentally Ill Offender Crime Reduction (MIOCR) budget is used to track grant dollars received from the California Board of State and Community Corrections (BSCC) that supports prevention, intervention, supervision, and incarceration-based services to improve outcomes for mentally ill adult offenders and reduce recidivism. The program design targets reducing the number of mentally ill offenders incarcerated by diverting low level offenders prior to and shortly after booking; providing jail-based mental health programming for offenders based on assessment; and providing comprehensive re-entry planning and intensive case management aftercare services prior to and after release. The collective grant funds received are administered by the Sheriff's Custody Division and used in accordance with an agreed upon expenditure plan.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Accomplishments:

- The MIOCR Program is in its fourth and final year required by the grant, and participants are receiving a coordinated continuum of services while incarcerated and at re-entry, where they are linked to community services that promote sober living, housing and employment. We will soon celebrate the success of fifteen graduates who have effectively completed their milestones.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$10,690 or 2.1% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. The nominal increase in expenditures is due primarily to increased contracted mental health case management services. Contract services provide mental health screenings and assessments, re-entry planning, and community-based case management to the mentally ill adults in the justice system.

**DEPARTMENT COMMENTS**

FY2018/19 will be the fourth program year and a requirement of the grant is that the County sustain its MIOCR programs with its own funds for the fourth year. The Department of Health and Social Services is providing \$261,000 in County Mental Health Services Act (MHSA) funds to help sustain the program.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	225,821	511,310	0	(511,310)	(100.0%)
MISC REVENUE	193,508	0	261,000	261,000	0.0%
OTHER FINANCING SOURCES	0	0	261,000	261,000	0.0%
<b>TOTAL REVENUES</b>	<b>419,329</b>	<b>511,310</b>	<b>522,000</b>	<b>10,690</b>	<b>2.1%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	8,529	20,800	0	(20,800)	(100.0%)
SERVICES AND SUPPLIES	410,801	490,510	522,000	31,490	6.4%
<b>TOTAL APPROPRIATIONS</b>	<b>419,329</b>	<b>511,310</b>	<b>522,000</b>	<b>10,690</b>	<b>2.1%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes the following significant adjustment:

- \$261,000 increase in Transfers-In from the Sheriff's Operating Budget to help fund the fourth year of MIOCR as it is a sustainable year. This is in addition to the amount provided in MHSA funds.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

Although it is the Board's policy not to backfill state or federal funding of programs, this program is greatly needed as the mentally ill population in the jail continues to grow and the population has, historically, been greatly underserved, costing the County and the Courts hundreds of thousands of dollars. The MIOCR Grant established a continuum of services to allow these individuals to recover, improve wellness, and reduce recidivism. Stakeholders include Case Managers, Solano County Mental Health Court, Community Based Diversion (including Employment and Housing), Substance Abuse Treatment, and Health and Social Services. Program services and staffing are implemented, processes structured and controls validated, therefore, efficiencies in service are accomplished and the potential for intervention limited only by the participants themselves. Mental health programming within the jail is unprecedented in the County and sustaining the program another year, making the most of a constructed program, maximizes our opportunity to serve this population and reduce recidivism.

**FUNCTION AND RESPONSIBILITIES**

The Emergency Management Performance Grants (EMPG) budget is used to track grant dollars received from the U.S. Federal Emergency Management Agency (FEMA) via the California Governor's Office of Emergency Services that supports countywide emergency management activities that prevent, prepare for, mitigate against, respond to, and recover from emergencies and natural and manmade disasters. The Sheriff's Office of Emergency Services coordinates countywide efforts to improve preparedness, mitigation, response and recovery efforts of all hazards. The Office of Emergency Services participates with other members of the Solano County Operational Approval Authority, 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 EMPG 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.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$42,500 or 106.3% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. The net increase in revenues is the result of an approved three-month extension of the grant period and the carry forward balance from the 2017 EMPG. The net increase in appropriations supports the remaining 2017 EMPG funded projects, which include:

- \$20,000 to contract for consultant services to conduct a Homeland Security Exercise and Evaluation Program focusing on the County and Cities' EOCs to evaluate communications and coordination of disaster response throughout the County.
- \$50,000 to complete the update of the County's mass care and shelter plan.

No County General Fund dollars are included in this budget.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	319,952	40,000	82,500	42,500	106.3%
<b>TOTAL REVENUES</b>	<b>319,952</b>	<b>40,000</b>	<b>82,500</b>	<b>42,500</b>	<b>106.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	27,919	0	1,000	1,000	0.0%
SERVICES AND SUPPLIES	106,225	40,000	81,500	41,500	103.8%
OTHER CHARGES	2,387	0	0	0	0.0%
F/A EQUIPMENT	183,527	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>320,058</b>	<b>40,000</b>	<b>82,500</b>	<b>42,500</b>	<b>106.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>106</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**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.

## 2536 – Fund 256-Flood Emergency Response Grants Summary of Other Administered Budgets

Thomas A. Ferrara, Sheriff/Coroner  
Public Protection

### FUNCTION AND RESPONSIBILITIES

The Flood Emergency Response Grant budget is used to track grant dollars received from the State Department of Water Resources that supports county activities to improve local flood emergency response and contribute to increased public safety. The Sheriff's Office of Emergency Services (OES) coordinates countywide efforts to enhance catastrophic incident planning, preparedness, response, and recovery, and strengthen public safety communication capabilities. OES 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 Flood Emergency Response Grant program funds. The collective grant funds received are administered by OES and expended in accordance with an agreed upon expenditure plan.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents decreases of \$25,408 or 100.0% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. The decrease in revenues and appropriations are the result of completing the Flood Emergency Operations Response and Evacuation Plans for the Solano County Delta in FY2017/18. No County General Fund dollars are included in this budget.

### DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	202,830	25,408	0	(25,408)	(100.0%)
<b>TOTAL REVENUES</b>	<b>202,830</b>	<b>25,408</b>	<b>0</b>	<b>(25,408)</b>	<b>(100.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	240,289	25,408	0	(25,408)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>240,289</b>	<b>25,408</b>	<b>0</b>	<b>(25,408)</b>	<b>(100.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>37,459</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

The \$25,000 decrease in revenue and appropriations is due to the completion of the Flood Emergency Operations Response and Evacuation Plans in FY2017/18.

### SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

### PENDING ISSUES AND POLICY CONSIDERATIONS

The Office of Emergency Services has submitted an application to participate in the Delta Flood Emergency Grant Program and if approved in FY2018/19, the Sheriff will request the Board accept the grant recognizing unanticipated revenue and appropriate grant funds.

**FUNCTION AND RESPONSIBILITIES**

The Urban Area Security Initiative (UASI) Grant budget is used to track grant dollars received from the U.S. Department of Homeland Security via the California Governor's Office of Emergency Services and the City and County of San Francisco that supports countywide homeland security activities. The Sheriff's Office of Emergency Services (OES) coordinates countywide efforts to build and sustain the capabilities necessary to prevent, protect against, mitigate, respond to, and recover from acts of terrorism. OES participates with other members of the Solano County Operational Approval Authority, 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 Urban Area Security Initiative Grant program funds. The collective grant funds received are administered by OES and used in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$104,590 or 10.0% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. The increases in revenue and appropriations are due to the receipt of the 2017 UASI award in FY2017/18 and re-budgeting the purchase of six or more Automated License Plate Reader systems. No County General Fund dollars are included in this budget.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	88,468	0	104,590	104,590	100.0%
<b>TOTAL REVENUES</b>	<b>88,468</b>	<b>0</b>	<b>104,590</b>	<b>104,590</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	88,468	0	0	0	0.0%
F/A EQUIPMENT	0	0	104,590	104,590	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>88,468</b>	<b>0</b>	<b>104,590</b>	<b>104,590</b>	<b>100.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The \$104,000 increase in revenue and appropriations is the result of re-budgeting the purchase of six or more Automated License Plate Reader systems under the 2017 UASI grant. The grant period ends February 28, 2019.

**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 Grants (HSG) budget is used to track grant dollars received from the U.S. Department of Homeland Security via the California Governor's Office of Emergency Services that supports countywide homeland security activities. The Sheriff's Office of Emergency Services (OES) coordinates countywide efforts to address high-priority preparedness gaps where a nexus to terrorism exists to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events. OES participates with other members of the Solano County Operational Approval Authority, 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 OES and used in accordance with an agreed upon expenditure plan.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$60,283 or 7.6% in revenues and an increase of \$91,475 or 12.0% in appropriations when compared to the FY2017/18 Adopted Budget. The increase in revenues is the result of carry forward balances from the 2016 and 2017 HSGs awarded in FY2016/17 and FY2017/18 respectively. The appropriations support the remaining 2016 and 2017-HSG funded projects which include:

- \$237,685 for the purchase of a medical evacuation rescue vehicle for the Vallejo Police Department.
- \$145,498 for an urban search and rescue vehicle for the Fairfield Police Department.
- \$128,000 to purchase an Automated License Plate Reader system and 5 system cameras.
- \$111,000 towards funding special equipment for the city fire departments and fire districts.
- \$104,000 for training of emergency response teams including Community Emergency Response, Hazardous Materials Urban Search and Rescue, Swift Water Rescue, and Fire Investigations.
- \$63,000 simulation table for the Fairfield Police Department.
- \$50,000 for a fire interoperability integration feasibility study to facilitate a closer working arrangement among the various city fire departments and fire districts in Solano County.
- \$6,000 to purchase a mass search and rescue trailer for the Sheriff's Office.

No County General Fund dollars are included in this budget.

### DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	222,261	792,657	852,940	60,283	7.6%
<b>TOTAL REVENUES</b>	<b>222,261</b>	<b>792,657</b>	<b>852,940</b>	<b>60,283</b>	<b>7.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,918	0	0	0	0.0%
SERVICES AND SUPPLIES	49,858	108,988	0	(108,988)	(100.0%)
OTHER CHARGES	170,485	652,477	713,773	61,296	9.4%
F/A EQUIPMENT	0	0	139,167	139,167	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>222,261</b>	<b>761,465</b>	<b>852,940</b>	<b>91,475</b>	<b>12.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>(31,192)</b>	<b>0</b>	<b>31,192</b>	<b>(100.0%)</b>

**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**

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**FUNCTION AND RESPONSIBILITIES**

The Automated Identification budget was established to enable accounting for receipt of special revenues accruing from add-on vehicle registration fees approved by the Board of Supervisors and levied by the California Department of Motor Vehicles in accordance with State statutes. Each of the special revenues within Fund 326 maintains its own dedicated Fund Balance. The specific special revenue streams cited below provide for fees collected to be deposited into a special fund to be used for specified purposes.

- Automated Fingerprint Fees. Under the authority of Government Code section 76102 and California Vehicle Code section 9250.19f, the County Automated Fingerprint Identification Fund is intended to assist the 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 State vehicle registration fee. Expenditures are approved by a seven-member Remote Access Network (RAN) Board as required by the California Penal Code.
- Cal-ID Auto Fees Fingerprint. 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 special revenue funds the conduct of automated fingerprint searches and fingerprint identification services for Solano County and the surrounding allied law enforcement agencies.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Accomplishments:

- *Replacing the Automated Biometrics Identification System:* Phase 1 of the Automated Biometrics Identification System (ABIS) project has been completed. Phase 1 included the transfer of historical data to a nationally standardized format that will enable the Sheriff's Office to select a new and expanded ABIS that will best suit the County's future needs while also housing its historical data. Phase 2 includes purchase of an Automated Biometrics Identification System.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$2,500 or 0.5% in revenue and a decrease of \$324,456 or 37.2% in appropriations when compared to the FY2017/18 Adopted Budget, resulting in a decrease in Fund Balance of \$70,788. Revenues collected from Automated Fingerprint Fees and Cal-ID Auto Fees are used to fund the Sheriff's Cal-ID program in the Sheriff's operating budget (Fund 900 – BU 6550). The decrease in appropriations is primarily due to a decrease in project related expenditures and thereby reducing Transfers-Out to the Sheriff's operating budget as Phase 1 costs for the ABIS project were reflected in FY2017/18 and Phase 1 is now complete.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

The current Automated Fingerprint Identification System is nearing the end of its useful life and has passed the normal maintenance period. MorphoTrak has agreed to continue to maintain support to allow the County time to convert to a new system now that historical data has been standardized, the Sheriff's Office and DoIT intend to proceed with Phase 2, which is expected to be funded by Fund Balance and grants that are being pursued.



**Summary of Other Administered Budgets****4050 – Fund 326-Automated Identification****Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	4,689	3,500	2,000	(1,500)	(42.9%)
CHARGES FOR SERVICES	68,997	65,000	0	(65,000)	(100.0%)
FINES, FORFEITURES, & PENALTY	0	0	474,000	474,000	0.0%
MISC REVENUE	413,300	410,000	0	(410,000)	(100.0%)
<b>TOTAL REVENUES</b>	<b>486,985</b>	<b>478,500</b>	<b>476,000</b>	<b>(2,500)</b>	<b>(0.5%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	19,006	16,389	9,558	(6,831)	(41.7%)
OTHER FINANCING USES	422,826	854,855	537,230	(317,625)	(37.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>441,832</b>	<b>871,244</b>	<b>546,788</b>	<b>(324,456)</b>	<b>(37.2%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(45,153)</b>	<b>392,744</b>	<b>70,788</b>	<b>(321,956)</b>	<b>(82.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The FY2018/19 Recommended Budget reflects the following significant adjustments:

- \$318,000 net decrease in one-time Transfers-Out to the Sheriff's operating budget for the ABIS project as Phase 1 has been completed by MorphoTrak.
- Reclassification of Automated Fingerprint Fees and Cal-ID Auto Fees revenue from Misc. Revenue and Charges for Services to Fines, Forfeitures, & Penalty.

**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.

**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection/Protection & Inspect**

### FUNCTION AND RESPONSIBILITIES

The Vehicle Theft Investigation and Recovery budget was established to enable accounting for receipt of special revenues accruing from add-on vehicle registration fees approved by the Board of Supervisors and levied by the California Department of Motor Vehicles in accordance with State statutes that have restricted uses. Under the authority of Government Code section 76102 and California Vehicle Code section 9250.14, funds are accrued from a \$2 State vehicle registration fee assessment for the enhancement of programs to investigate and prosecute vehicle theft crimes. The Auto Theft Task Force is a proactive investigative unit consisting of undercover detectives from the Sheriff's Office and the California Highway Patrol. Detectives devote their full efforts to combat and reduce auto thefts. To achieve its goal of reducing vehicle theft in Solano County, the task force conducts surveillance in high theft areas, seeks out possible "chop shop" operations, and conducts probation and parole searches on persons previously convicted of vehicle theft.

### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

#### Accomplishments:

In 2017, the task force recovered 282 stolen vehicles valued at \$2,343,641, and made 62 arrests during the course of their investigations.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$52,200 or 11.6% in revenues and an increase of \$11,076 or 2.1% in appropriations when compared to the FY2017/18 Adopted Budget, resulting in a net decrease of \$41,124 in use of Fund Balance. The increase in revenues is due to more vehicles projected to be registered within the County. The increase in appropriations reflects the purchase request of two automated license plate reader (ALPR) systems instead of one ALPR in FY2017/18 as the cost dropped significantly. No County General Fund dollars are included in this budget.

#### Contracts

None requiring Board approval.

#### Fixed Assets

The FY2018/19 Recommended Budget includes \$115,000 in fixed assets for the purchase of two automated license plate reader systems.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

### DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	501,789	450,000	0	(450,000)	(100.0%)
FINES, FORFEITURES, & PENALTY	0	0	502,200	502,200	100.0%
<b>TOTAL REVENUES</b>	<b>501,789</b>	<b>450,000</b>	<b>502,200</b>	<b>52,200</b>	<b>11.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	300,114	338,195	338,321	126	0.0%
SERVICES AND SUPPLIES	71,274	86,043	91,513	5,470	6.4%
F/A EQUIPMENT	0	106,000	115,000	9,000	8.5%
OTHER FINANCING USES	8,257	9,612	6,092	(3,520)	(36.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>379,646</b>	<b>539,850</b>	<b>550,926</b>	<b>11,076</b>	<b>2.1%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(122,144)</b>	<b>89,850</b>	<b>48,726</b>	<b>(41,124)</b>	<b>(45.8%)</b>

**Summary of Other Administered Budgets****4052 – Fund 326-Vehicle Theft Inves/Recovery****Thomas A. Ferrara, Sheriff/Coroner  
Public Protection/Protection & Inspect**

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<b>STAFFING</b>					
VEHICLE THEFT INVES/RECOVERY	<u>2</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL STAFFING</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The FY2018/19 Recommended Budget reflects a reclassification of add-on vehicle registration fees revenue from Licenses, Permits & Franchise to Fines, Forfeitures, & Penalty.

**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.

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## **DEPARTMENTAL PURPOSE**

Animal Care Services is organized into two distinct functions: Animal Care and Animal Control. The Animal Care division provides countywide shelter services, which includes the seven cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo. The Animal Control Division provides services for the unincorporated areas of the County and for the City of Vallejo through a service contract.

## **FUNCTION AND RESPONSIBILITIES**

### Animal Care

Under the authority of Chapter 4 of the Solano County Ordinances, Animal Care is responsible for providing animal care services through the following activities: care, shelter and placement of stray and/or abandoned animals; spay and neutering of adoptable animals; disposing of ill or deceased animals; and countywide dog licensing. Moreover, Animal Care provides the public with low-cost spay/neuter and low-cost vaccination services.

### Animal Control

Animal Control is responsible for providing animal control services and promoting responsible animal ownership through education and enforcement to the City of Vallejo and the unincorporated areas through patrols in areas of jurisdiction, enforcement of animal codes and regulations, and investigation of charges of animal abuse. Animal Control administers the countywide rabies control program that is legally mandated by the California Code of Regulations, Title 17(Public Health), and CCR section 2606 (Rabies, Animal) and associated state regulations.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

### Challenges:

- *Health of Shelter Animals:* With the constant intake of animals, Animal Care staff must be vigilant to identify animals upon intake that may have health issues such as Parvo or Distemper that could spread throughout the Shelter. The latest health scare is related to canine influenza. The Shelter's resident veterinarian has recommended vaccinating all dogs for canine influenza upon intake.
- *Collections.* Sometimes clients are unable to pay all fees related to impounds and are offered an installment payment option. The animal is often released to the client upon their promise to pay. Unfortunately, a number of clients default. Also, there is no convenient payment option for clients whose animals were home quarantined, as the Animal Control Officer is unable to collect the fee in the field via a debit or credit card. The client must either mail in the payment or pay in person at the Shelter. Many of these fees remain uncollected. After numerous attempts to collect, Animal Care and Control sends the overdue balance to collection. Collection rates are less than 15 percent.
- *Phase III Construction:* With Phase III of construction of the Animal Shelter Project still in design, the business lobby is currently housed in a temporary double-wide trailer. The office space is inadequate and the parking is limited for both staff and public needs. Once construction is underway, the new Shelter clinic will be closed during portions of construction which may hinder adoption efforts.

### Accomplishments:

In July 2011, the Sheriff took over the operations of the Animal Care Services Division. Significant achievements have been made that contribute to the overall mission of increasing live animal releases. The Shelter live release rate increased from 39% in 2011 to 69% in 2017.

- *Euthanasia:* Animal Care's euthanasia numbers have declined dramatically from 6,013 in 2011 to 2,173 in 2017, a 63.9% decrease. This achievement is largely due to the dedication and passion of the Animal Care Services Team to promote adoptions and live releases of all the animals entrusted in our care. This dedication has led to strengthened partnerships with rescue organizations and increased opportunities to transfer animals to other shelters by partnering with other California counties, as well as shelters in other states.
- *Adoption Events:* Animal Care held 21 off-site and sponsored community adoption events that resulted in more than 300 adoptions. Of the many adoption events held, the largest was the August 19, 2017 "Clear the Shelters" event, in partnership

with VIP Pet Care and NBC Universal Television Stations, which resulted in 134 animals adopted from our shelter into new homes.

- *Disaster Response:* In October 2017, Animal Care and Control responded to the fires in Solano, Napa, and Sonoma Counties by coordinating and assisting in the evacuation of a multitude of domestic pets and over 500 large animals. Animal Care and Control provided staff for the Large Animal Evacuation Center at the Solano County Fairgrounds for animals needing temporary housing and care during and after the fires.
- *Licensing:* Animal Care began offering pet owners the option of obtaining animal license tags directly from both the shelter business office and the new clinic in addition to being able to purchase the tags through the mail from PetData. This change was the direct result of community suggestions, and provides clients with added convenience as they may immediately place the tag on their pet.
- *Partnership:* Animal Care's partnership with the University of California, School of Veterinary Medicine, U.C. Davis, is in its third year of collaboration and continues to be successful by not only saving the County thousands of dollars in veterinary costs (U.C. Davis performed procedures on 18 animals during 2017 free of charge), but it also provides hands-on educational experience for the veterinary students.

## WORKLOAD INDICATORS

Animal Shelter Services	2013	2014	2015	2016	2017
Number of animals received for processing	9,283	8,759	7,984	8,350	8,187
Number of animals adopted	1,208	1,184	1,241	1,398	1,704
Number of animals returned to their owner	1,021	922	856	884	989
Number of animals rescued by nonprofits	1,134	776	1,228	985	1,415
Number of animals transferred to other shelters	84	319	344	754	774
Number of public clinic vaccinations	15	7	0	108	1,049

Animal Control Services	2013	2014	2015	2016	2017
Number of call outs for animal bites	550	735	983	547	908
Number of animals quarantined	500	672	771	842	567
Number of animal abuse investigations conducted	23	28	75	97	49

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$736,400 or 22.2% in revenues and an increase of \$567,264 or 12.1% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the Net County Cost decreased by \$169,136 or 12.5%. The decrease is largely attributed to increased shelter service revenue for spay/neuter procedures, vaccinations, and pet adoptions.

### Primary Funding Sources

The primary funding sources are Charges for Services and Intergovernmental Revenues which represent \$3,818,824 or 94.1% of total revenues. Intergovernmental revenues of \$2,793,370 reflect cost recovery of prior year expenditures from the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville, and Vallejo in accordance with the prevailing Memorandum of Understanding. Charges for Services of \$1,025,454 include City of Vallejo payments totaling \$544,516 (10.4% of total revenue) for providing animal control services in Vallejo city limits, and fees charged to the public for services such as spay/neuter procedures, dog licensing, and pet adoptions totaling \$480,938 (9.2% of total revenues).

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Animal Care

The Recommended Budget for Animal Care is \$3,380,888 in revenues and \$4,050,531 in appropriations. This represents an increase of \$712,433 or 26.7% in revenues and an increase of \$471,286 or 13.2% in appropriations when compared to the FY2017/18 Adopted Budget. The revenue increase is primarily from higher shares-of-cost by our city partners (\$503,915) due to the implementation of a two-part canine influenza vaccination to all dogs processed at the animal shelter. Increases in salary and benefit costs resulting from County-approved employer-paid costs also contributed to the increase in appropriations.

The Animal Care Recommended Budget funds 20.0 FTE positions, including 1.0 FTE Animal Control Officer providing rabies services under the Animal Care MOU with the cities.

Animal Control

The Recommended Budget for Animal Control is \$675,931 in revenues and \$1,192,931 in appropriations. This represents an increase of \$23,967 or 3.7% in revenues and an increase of \$95,978 or 8.8% in appropriations when compared to the FY2017/18 Adopted Budget. The increase in revenues is primarily due to reimbursement of higher costs from the City of Vallejo for contracted animal control services. Animal Control's Recommended Budget also assumes the Sheriff's Office will continue to transfer \$84,795 from the Sheriff's main operating budget to Animal Control to offset a portion of the salary and benefit cost of the Sergeant-Sheriff providing supervision. The increase in appropriations is primarily due to increases in salary and benefit costs resulting from County-approved salaries and employee benefits costs, and Countywide Administrative Overhead.

The Animal Control Recommended Budget funds 7.0 FTE positions.

Contracts

The FY2018/19 Recommended Budget includes a total of \$389,000 in contracted services which includes the following significant contracts:

- |  |           |
|--|-----------|
| • Veterinary services (performed by Contract Employees)  | \$266,000 |
| • Animal licensing (county and cities)                   | \$ 96,000 |
| • Software maintenance service and support for Chameleon | \$ 24,000 |

Fixed Assets

None.

**DEPARTMENT COMMENTS**

City Payments for Animal Shelter Services

The Memorandum of Understanding requires the cities to make payments covering the prior year net shelter costs based on the percentages of animals received from each city to the total animals received by the shelter. Due to the fact that the recovery method is in arrears, General Fund Contribution fluctuates.

Spay/Neuter and Vaccination Clinic

The clinic is open to the public for spay/neuter services Tuesday, Wednesday, and Thursday 8:00 a.m. – 4:30 p.m. and for vaccinations Tuesday, Wednesday, and Thursday from 2:00 p.m. - 4:30 p.m. The FY2018/19 Recommended Budget includes a projection for revenue from spay/neuter and vaccination services; however, this revenue stream is not guaranteed and will fluctuate based on the need of county residents and unforeseen impacts due to Phase III construction.

Canine Influenza

Canine influenza, or dog flu, is a highly contagious viral infection affecting dogs. Multiple instances of dog flu were reported in Northern California in 2017. Dog flu virus can live on surfaces for up to 48 hours, and dogs can pick up the virus from kennel surfaces, water and food bowls, collars, leashes, etc. The virus can live on clothing for 24 hours and on human hands for 12 hours. Humans can also carry the virus from infected dogs to uninfected dogs. All dogs are susceptible to the virus at any time but dogs in restricted spaces, such as shelters, are at a much higher risk. Dogs infected with the dog flu virus will show

## Summary of Other Administered Budgets

## 2850 – Fund 001-Animal Care Services

Thomas A. Ferrara, Sheriff/Coroner  
Public Protection/Protection & Inspect

symptoms two to three days after being exposed. The recommendation of the shelter's resident veterinarian is to vaccinate all dogs brought to the shelter for dog flu. The first dog flu vaccination will be administered immediately at intake and at two weeks.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	40,868	40,500	38,200	(2,300)	(5.7%)
INTERGOVERNMENTAL REV OTHER	1,997,690	2,289,455	2,793,370	503,915	22.0%
CHARGES FOR SERVICES	816,381	814,669	1,025,454	210,785	25.9%
MISC REVENUE	137,270	91,000	115,000	24,000	26.4%
OTHER FINANCING SOURCES	84,795	84,795	84,795	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,077,005</b>	<b>3,320,419</b>	<b>4,056,819</b>	<b>736,400</b>	<b>22.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,646,375	2,983,097	3,290,886	307,789	10.3%
SERVICES AND SUPPLIES	754,489	1,040,186	1,363,107	322,921	31.0%
OTHER CHARGES	296,000	581,208	560,158	(21,050)	(3.6%)
OTHER FINANCING USES	73,665	70,707	26,311	(44,396)	(62.8%)
INTRA-FUND TRANSFERS	5,513	1,000	3,000	2,000	200.0%
<b>TOTAL APPROPRIATIONS</b>	<b>3,776,041</b>	<b>4,676,198</b>	<b>5,243,462</b>	<b>567,264</b>	<b>12.1%</b>
<b>NET COUNTY COST</b>	<b>699,036</b>	<b>1,355,779</b>	<b>1,186,643</b>	<b>(169,136)</b>	<b>(12.5%)</b>
<b>STAFFING</b>					
ANIMAL CARE	21	21	20	(1)	(1.0%)
ANIMAL CONTROL	7	7	7	0	0.0%
<b>TOTAL STAFFING</b>	<b>28</b>	<b>28</b>	<b>27</b>	<b>(1)</b>	<b>(1.0%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustments:

- \$160,000 increase to vaccinate an estimated 4,000 dogs for Canine Influenza. The two-part vaccine will need to be administered to each dog upon intake, and again two weeks later. Additionally, vaccinations will be made available through the Shelter Clinic to Solano County residents' pets. This increase is partially offset with vaccination fee revenue.
- \$85,000 increase in contracted services for animal licensing due to an accounting change to reflect the licensing costs of the cities as directed by the Auditor-Controller. This increase is entirely offset with animal licensing revenue from the cities.
- \$20,000 increase in emergency veterinarian service due to more animals in the City of Vallejo needing immediate and/or after-hours care. This increase is entirely offset with revenue from the City of Vallejo.
- \$8,000 increase in Fleet costs due to a reclassification in vehicle class of three Animal Control vehicles resulting in higher monthly replacement costs.

### SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2017/18 Budget are provided below:

In January 2018, the Sheriff's Office approved:

- Transfer 1.0 FTE Custody Lieutenant from Animal Care back to the Sheriff's Office Custody Division.

The Recommended Budget includes the following position allocation change:

- Convert 1.0 FTE Animal Care Manager Limited-Term to a Regular FTE.
- Add 1.0 FTE Animal Care Specialist (Lead) to increase supervisory support for the Animal Shelter weekend shifts.
- Delete 1.0 FTE Limited-Term Animal Care Specialist, to expire June 30, 2018.

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

Chapter 4 of the County Code needs to be updated and should cover topics such as licensing and adoptions more fully. The County Code still refers to General Services as having oversight over Animal Care and Animal Control even though oversight moved to the Sheriff's Office in July 2011. In addition, the Code currently states license tags will be issued every year; however, to reduce costs and increase efficiency, the Sheriff's Office, after consultation with the cities, County Counsel, and the County Administrator's Office, has proposed to revisit this practice. The Sheriff's Office will be working with County Counsel and the County Administrator's Office to propose changes to Chapter 4 and will bring these changes to the Board for approval.

Currently, the County and the cities of Benicia and Vacaville have different animal licensing costs than the other five cities. Having four different sets of licensing costs makes the licensing process more difficult for Animal Care and PetData when reconciling license fee revenue and applying licensing costs. The Sheriff's Office is in discussions with the cities to establish uniform licensing costs throughout Solano County.

The Sheriff's Office submitted a proposal to provide animal control services to Solano Animal Control Authority (SACA) which represents the cities of Dixon, Fairfield, Rio Vista, Suisun City, and Vacaville. The proposals are under review and notice of award is expected to be issued in July or August 2018. The budget offered in the proposal covers all projected expenses, including, but not limited to, salary and benefits costs for additional staff, uniform and personal expenses, equipment costs, communication expense, office expense, Fleet costs for additional vehicles, computers and cameras for the vehicles, and county shared costs. Should the Sheriff's Office receive the award, the Sheriff's Office would return to the Board to request appropriate expenditures and recognize the unanticipated revenue.



**DISTRICT PURPOSE**

This budget is administered by the Sheriff/Coroner and provides for the cost of indigent burials. According to 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 against the County.

**FUNCTION AND RESPONSIBILITIES**

This budget provides for the cost of indigent burials. According to 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 represents an increase of \$1,975 or 28.1% in revenues and an increase of \$3,015 or 12.4% in appropriations when compared to the FY2017/18 Adopted Budget, resulting in an increase of \$1,040 or 6.0% in General Fund support for the State mandated functions for costs not supported by available fee revenue collected. This budget anticipates and reflects a relatively constant number of indigent burials annually, representing roughly 40 per year.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
MISC REVENUE	8,416	7,025	9,000	1,975	28.1%
<b>TOTAL REVENUES</b>	<b>8,416</b>	<b>7,025</b>	<b>9,000</b>	<b>1,975</b>	<b>28.1%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	25,592	24,368	27,383	3,015	12.4%
<b>TOTAL APPROPRIATIONS</b>	<b>25,592</b>	<b>24,368</b>	<b>27,383</b>	<b>3,015</b>	<b>12.4%</b>
<b>NET COUNTY COST</b>	<b>17,176</b>	<b>17,343</b>	<b>18,383</b>	<b>1,040</b>	<b>6.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

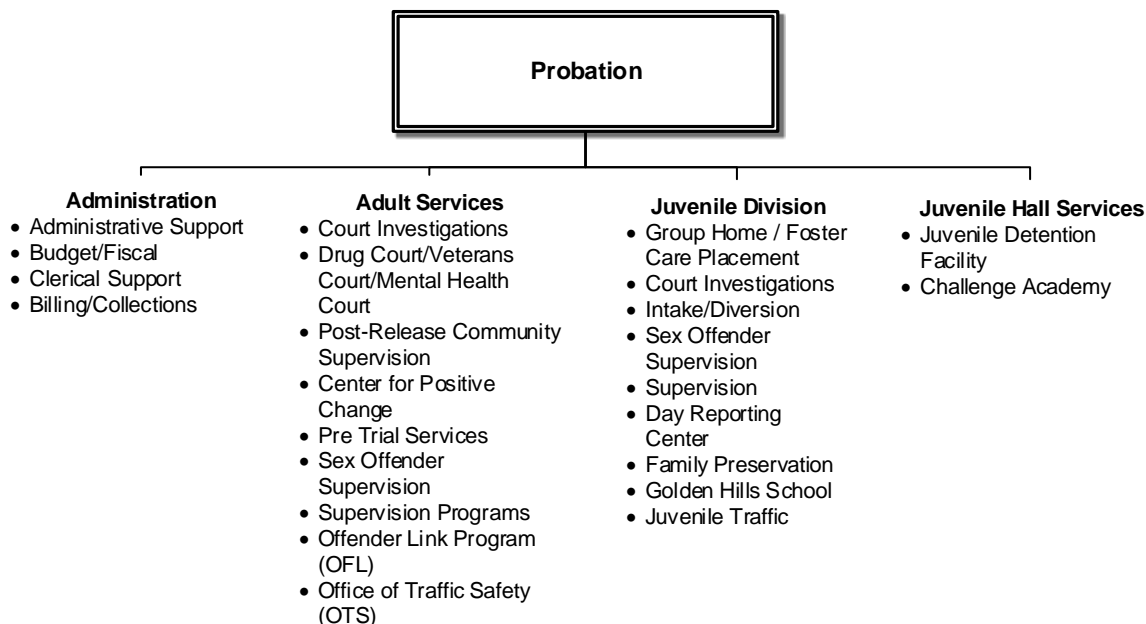
**SUMMARY OF POSITION CHANGES**

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 by providing treatment services and interventions to justice involved adults and juveniles. California Welfare and Institutions Code section 850 establishes the requirement for a Juvenile Hall, and California 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:

FY2017/18 Midyear Projection:	40,780,148
FY2018/19 Recommended:	43,210,421
County General Fund Contribution:	23,616,896
Percent County General Fund Supported:	54.7%
Total Employees (FTEs):	219.5

### FUNCTION AND RESPONSIBILITIES

The Probation Department is responsible for providing safe and secure juvenile detention and treatment programs, conducting investigations for the Court, holding clients accountable through enforcement and supervision, addressing treatment needs, and supporting victim restoration efforts. The Department consists of four (4) divisions which include Administration/Support, Juvenile Field Services, Adult Field Services, and the Juvenile Detention Facility (JDF). The Department's goal is to rehabilitate clients by reducing recidivism through 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, and the collection of fines, fees, and victim restitution. Since October 2011, the Department has assumed responsibility for supervising clients released from the California Department of Corrections and Rehabilitation (CDCR) as a result of Public Safety Realignment. To address the needs of those under Post Release Community Supervision, Mandatory Supervision, and Formal Probation, the Department has continued to implement an array of programs and services which will continue in FY2018/19.

### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

#### Challenges:

- The Department continues to balance the monitoring and supervision of clients with providing client services to prevent recidivism. For clients convicted of a domestic violence offense, the ability for clients to pay for a 52-week course can be challenging. The Department is considering providing domestic violence classes on site to ensure treatment is accessible and treatment needs are addressed.

- The Department continues to review the impact of programs and services offered to clients and its correlation to recidivism reduction. The ability to review data and analyze programs within a comprehensive case management system continues to be challenging. The Department plans to launch eProbation as the new case management system in Fall 2018. The eProbation system will allow the Department to collect and analyze more comprehensive data, as well as replace additional data management systems. Additionally, through interfaces with the eProbation system, the Department will improve its ability to exchange information with other justice agencies and program service providers.
- The Department has worked hard to ensure that the youth at the Juvenile Detention Facility (JDF) participate in programs and receive services to address their needs. Because of the new booking criteria for offenses committed by minors, and the use of a detention screening tool, the population at the JDF includes youth who have a myriad of intensive needs. Addressing youth in a detention setting who pose a high risk to recidivate and have such needs is a challenge. The Department continues to partner with community-based organizations and county agencies to support the youth in detention. The average daily population of the JDF is 50 youth.
- Providing treatment services, including gender specific groups, to youth throughout the County continues to be a need. The Department is looking at ways to provide mobile treatment services to youth in some communities by partnering with community-based organizations and county agencies.

**Accomplishments:**

- Through a collaborative effort with the Solano County Office of Education (SCOE) and Five Keys Charter School, 16 youth and 13 adults obtained their high school diplomas. In addition, nine youth at the JDF are taking online classes through Solano Community College.
- To better address the requirements outlined in the Continuum of Care Reform (CCR), the Department added a full-time Social Worker to work with youth who are in foster care or at risk of entering foster care. In addition to certifying homes for placement, the Social Worker also assists youth exiting placement with services to enhance independent living skills.
- The Department, in collaboration with the Solano County Courts, District Attorney, and Public Defender's Office, expanded the Pretrial Services Program. This program has not only made strides in minimizing the jail population, but it has allowed those with pending criminal charges the opportunity to remain in the community through the Court process, enabling them to continue working and meeting family commitments. The supervision provided by the Department includes court reminders, which are critical to the program's success. Pretrial Services are an essential component of the justice system as it focuses on risk to recidivate and those at risk of fleeing from Court jurisdiction.
- The Department partnered with Beyond the Arc, Inc. to conduct a review of data related to recidivism rates for adults in three cohorts: (1) 10/1/11-9/30/12; (2) 10/1/12-9/30/13; and (3) 10/1/13-9/30/14. Preliminary results show an overall recidivism reduction rate of 16% when comparing Cohort One to Cohort Three.

**WORKLOAD INDICATORS**

- During FY2017/18, the Probation Enforcement Search Team conducted 30 Special Operation Field Compliance Checks with the Solano County Sheriff's Office and other Solano County police agencies.
- During FY2017/18, 349 clients were released on Pretrial Services, and an additional 286 clients were released on their own recognizance following the submission of a Pretrial Services report. A total of 107 clients completed Pretrial Services successfully. The release of a client on Pretrial Services results in reduced jail bed demand and a net savings per inmate per day.
- During FY2017/18, 234 youth received diversion services. Of those, 177 participated in the JCAP program and 153 completed the program successfully. A total of 57 participated in the Felony/Misdemeanor program and 20 completed the program successfully. A successful completion of diversion means the youth was held accountable for his/her actions without formal juvenile court intervention.
- During FY2017/18, 436 clients received services through the Centers for Positive Change, and 372 received employment services through the Department's partnership with Leaders in Community Alternatives (LCA).

**Christopher Hansen, Chief Probation Officer**  
**Public Protection/Detention & Corrections**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	19,755,020	23,878,733	24,152,217	273,484	1.1%
ADULT SERVICES	6,306,898	8,257,785	8,957,717	699,932	8.5%
JUVENILE DIVISION	6,715,340	7,475,911	7,981,590	505,679	6.8%
JUVENILE HALL SERVICES	4,520,957	2,213,630	2,118,897	(94,733)	(4.3%)
<b>TOTAL REVENUES</b>	<b>37,298,215</b>	<b>41,826,059</b>	<b>43,210,421</b>	<b>1,384,362</b>	<b>3.3%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	6,731,727	4,766,494	4,712,463	(54,031)	(1.1%)
ADULT SERVICES	12,003,181	14,670,644	15,126,324	455,680	3.1%
JUVENILE DIVISION	8,286,820	9,492,980	10,310,854	817,874	8.6%
JUVENILE HALL SERVICES	10,376,488	12,895,940	13,060,780	164,840	1.3%
<b>TOTAL APPROPRIATIONS</b>	<b>37,398,216</b>	<b>41,826,058</b>	<b>43,210,421</b>	<b>1,384,363</b>	<b>3.3%</b>
<b>NET CHANGE</b>					
ADMINISTRATION	(13,023,294)	(19,112,239)	(19,439,754)	(327,515)	1.7%
ADULT SERVICES	5,696,282	6,412,859	6,168,607	(244,252)	(3.8%)
JUVENILE DIVISION	1,571,480	2,017,069	2,329,264	312,195	15.5%
JUVENILE HALL SERVICES	5,855,531	10,682,310	10,941,883	259,573	2.4%
<b>NET CHANGE</b>	<b>99,999</b>	<b>(1)</b>	<b>0</b>	<b>1</b>	<b>0.0%</b>
<b>STAFFING</b>					
ADMINISTRATION	20.0	18.0	17.0	(1)	(5.6%)
ADULT SERVICES	81.0	86.5	88.5	2	2.3%
JUVENILE DIVISION	50.5	43.0	42.0	(1)	(2.3%)
JUVENILE HALL SERVICES	72.0	76.0	72.0	(4)	(5.3%)
<b>TOTAL STAFFING</b>	<b>223.5</b>	<b>223.5</b>	<b>219.5</b>	<b>(4)</b>	<b>(1.8%)</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$1,384,362 or 3.3% in revenues and an increase of \$1,384,363 or 3.3% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the General Fund Contribution has increased by \$230,287 or 1.0% largely due to increases in salaries and benefits, worker's compensation insurance, insurance-risk management, central data processing charges, administrative overhead, and county building charges.

#### Primary Funding Sources

The primary funding sources for the Department are the General Fund and Intergovernmental Revenues from the State, which account for \$41.9 million or 96.9% of total revenues. The Recommended Budget includes a net increase of \$1,384,362 or 3.3% in revenues primarily due to the following:

- Intergovernmental Revenue, which includes Federal and State grants as well as State allocations, includes \$19,036,268, an increase of \$1,312,906 or 7.4% and includes the following:
  - \$12,065,628 in "Safety Realignment Funding" – These revenues fund the implementation of the Post Release Community Supervision (PRCS) and the Center for Positive Change (CPC) programs under AB 117/AB 109, the Juvenile Justice Crime Prevention Act (JJCPA), Juvenile Probation and Camps Funds (JPCF), and the Youthful Offender Block Grant (YOBG).
  - \$4,518,196 in State Public Safety Augmentation Fund – These revenues are funded by the public safety-dedicated ½ cent sales tax (Proposition 172) and are tied to State sales tax revenues which is directly impacted by the State's economy.

- 
- \$733,187 in “State-Other Revenues” – These revenues are comprised of reimbursements for the Department’s costs for mandated training for peace officers, youth breakfast/lunch programs at the JDF, and efforts to reduce prison overcrowding and enhance public safety under Senate Bill 678.
  - \$440,596 in “State Sales Tax 1991 Realignment” – These revenues are allocated to the Department through the 1991 Realignment Sales Tax receipts used to fund Social Services. The funds are used to support juvenile programs.
  - \$345,600 in 2011 “Realignment Foster Care Assistance” – These revenues support the State’s share of placement costs for youth in foster care/group home placement.
  - \$337,070 in “Federal Other” – These revenues include the federal share of the State Nutrition Program, which provides breakfast and lunch for youth detained at the JDF, and funding for the Office of Traffic and Safety (OTS) grant.
  - \$226,054 in “Title IV-E Grant” – These revenues pay for services provided to youth who are “at imminent risk” of foster care/group home placement.
  - \$183,706 in “Federal Aid” – These revenues support the Federal share of placement costs for youth in foster care/group home placement.
  - Charges for Services represents \$375,771, a decrease of \$56,916 or 13.2%, due to the County-approved elimination of fees for juvenile services.
  - Misc. Revenue represents \$170,546, a decrease of \$11,854 or 6.5%, due primarily to the expiration of a grant from the Board of State and Community Corrections.

**Primary Costs**

The Department’s primary costs are:

- \$27,877,418 in Salaries and Employee Benefits, which reflect a \$1,625,175 or 6.2% net increase due to County-approved labor costs, and increases in medical, retirement, and worker’s compensation insurance.
- \$8,515,952 in Services and Supplies reflects a net decrease of \$300,517 or 3.4% due primarily to a reduction in contracts for services that were either completed or re-negotiated. The major appropriations in this category include:
  - \$3,376,260 in Contracted Services to provide mental health, medical, and dental services at JDF, case management, and other services (see list of significant contracts below).
  - \$1,949,688 in Central Data Processing services.
  - \$1,149,952 in Other Professional Services.
- \$5,941,390 in Other Charges reflects a net increase of \$413,601 or 7.5% primarily due to an increase in Countywide Administrative Overhead costs and an increase in the number of out-of-state youth referrals to group home placements. The major appropriations in this category include:
  - \$2,339,073 in Countywide Administrative Overhead to cover the costs of central services support.
  - \$1,920,000 in Support/Care of Persons to cover the costs of foster care placements.
  - \$550,000 in job readiness services for clients at the CPC programs (AB 109 funded).
  - \$438,478 in County building use charges.
  - \$242,000 in Youth Authority for youth commitments to CDCR, Division of Juvenile Facilities (DJF).
  - \$126,500 in transitional housing for clients at the CPC programs (AB 109 funded).
- \$446,276 in Other Financing Use represents a decrease of \$331,156 or 42.6% due to a decrease in the pension obligation bonds rate.

**Christopher Hansen, Chief Probation Officer**  
**Public Protection/Detention & Corrections**

- \$429,385 in Intrafund Transfers, a net decrease of \$22,740 or 5.0% which include security services for the Fairfield Office and Centers for Positive Change (CPC), and dispatch services, pre-employment background/administrative investigations, and the maintenance of Livescan machines provided by the County Sheriff's Office.

#### Contracts

The FY2018/19 Recommended Budget includes a total of \$3,376,260, a decrease of \$491,457 or 12.7%, in contracted services which includes the following significant contracts:

- \$1,768,000 for mental health, medical, and dental services at the JDF.
- \$382,500 for operational services of the Juvenile Day Reporting Center.
- \$321,800 for drug testing services.
- \$205,000 for food services at the JDF.

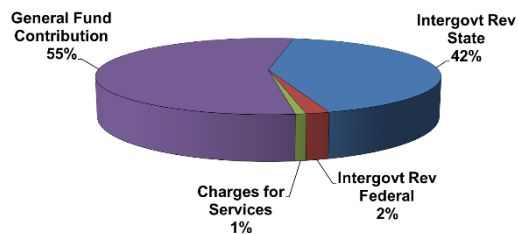
#### Fixed Assets

None.

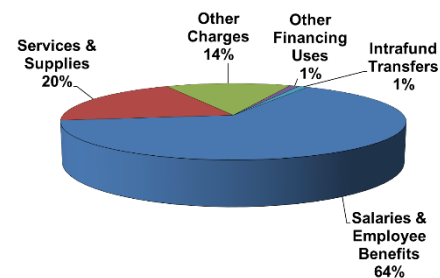
### DEPARTMENT COMMENTS

The Department continues to focus on changing lives and reducing recidivism through positive behavior change. To accomplish this goal, the Department established collaborative partnerships with the Solano County Courts, Health and Social Services, Sheriff's Office, local law enforcement, local school districts, and community-based organizations who together implement programs and services for justice-involved adults and juveniles. In addition to conducting reviews of procedures in supervision and support services, the Department also continues to focus on aligning supervision strategies and policies with evidence-based and evidence-informed practices. In FY2018/19, the Department will continue to enhance diversion services for juveniles and collaborate with the Superior Court in specialty court programs for adults. These increased partnerships coupled with co-locating staff within the Department have contributed to the success of these programs.

**SOURCE OF FUNDS**



**USE OF FUNDS**



## Functional Area Summary

## 6650 – Fund 900-Probation Christopher Hansen, Chief Probation Officer Public Protection/Detention & Corrections

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	10,890	11,000	10,940	(60)	(0.5%)
INTERGOVERNMENTAL REV STATE	15,933,272	16,701,038	18,240,938	1,539,900	9.2%
INTERGOVERNMENTAL REV FEDERAL	1,054,372	1,022,324	795,330	(226,994)	(22.2%)
CHARGES FOR SERVICES	425,539	432,687	375,771	(56,916)	(13.2%)
MISC REVENUE	264,392	182,400	170,546	(11,854)	(6.5%)
OTHER FINANCING SOURCES	7,650	90,001	0	(90,001)	(100.0%)
GENERAL FUND CONTRIBUTION	19,602,102	23,386,609	23,616,896	230,287	1.0%
<b>TOTAL REVENUES</b>	<b>37,298,216</b>	<b>41,826,059</b>	<b>43,210,421</b>	<b>1,384,362</b>	<b>3.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	24,253,949	26,252,243	27,877,418	1,625,175	6.2%
SERVICES AND SUPPLIES	7,397,301	8,816,469	8,515,952	(300,517)	(3.4%)
OTHER CHARGES	4,571,759	5,527,789	5,941,390	413,601	7.5%
OTHER FINANCING USES	717,911	777,432	446,276	(331,156)	(42.6%)
INTRA-FUND TRANSFERS	453,318	452,125	429,385	(22,740)	(5.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>37,394,239</b>	<b>41,826,058</b>	<b>43,210,421</b>	<b>1,384,363</b>	<b>3.3%</b>
<b>NET CHANGE</b>	<b>96,022</b>	<b>(1)</b>	<b>0</b>	<b>1</b>	<b>(100.0%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant Adjustments are discussed in the Department Budget Summary herein.

### SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2017/18 Budget are provided below:

On October 19, 2017, the following Limited-Term position expired and was deleted:

- Expire 1.0 FTE Group Counselor

On December 12, 2017, the following position changes occurred:

- Added 1.0 FTE Social Services Manager.
- Added 1.0 FTE Supervising Group Counselor.
- Added 1.0 FTE Senior Group Counselor.
- Deleted 1.0 FTE Senior Legal Procedures Clerk.
- Deleted 1.0 FTE Account Clerk II.
- Deleted 3.0 FTE Group Counselor.

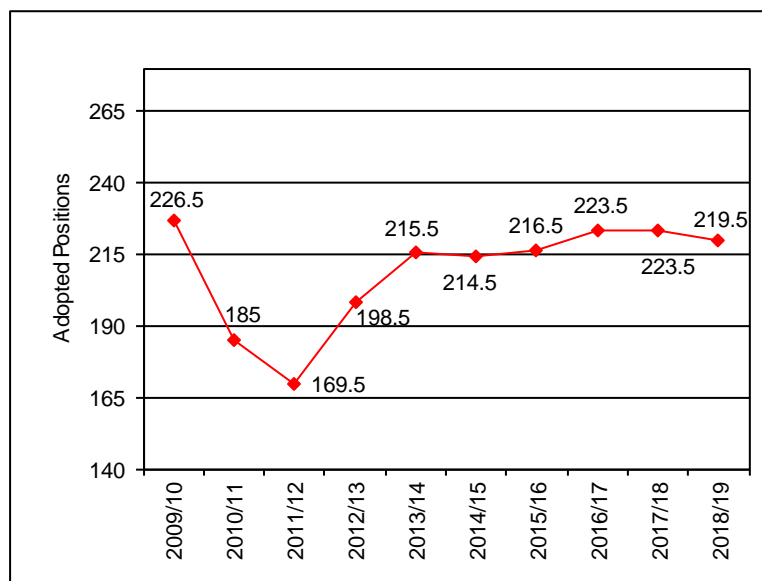
The FY2018/19 Recommended Budget includes the following position changes:

- Add 1.0 FTE Supervising Deputy Probation Officer.
- Add 1.0 FTE Senior Deputy Probation Officer.
- Add 4.0 FTE Deputy Probation Officer.
- Add 2.0 FTE Group Counselor.
- Add 1.0 FTE Legal Procedures Clerk.
- Delete 1.0 FTE Limited-Term Supervising Deputy Probation Officer.
- Delete 1.0 FTE Senior Deputy Probation Officer.

**Christopher Hansen, Chief Probation Officer**  
**Public Protection/Detention & Corrections**

- Delete 1.0 FTE Limited-Term Senior Deputy Probation Officer.
- Delete 2.0 FTE Group Counselor.
- Delete 2.0 FTE Limited-Term Deputy Probation Officer.
- Delete 2.0 FTE Limited-Term Group Counselor.
- Delete 1.0 FTE Limited-Term Legal Procedures Clerk.
- Extend 1.0 FTE Limited-Term Senior Deputy Probation Officer –position in the Office of Traffic Safety through June 30, 2019.
- Extend 1.0 FTE Limited-Term Deputy Probation Officer position in the Office of Traffic Safety through June 30, 2019.

### STAFFING TREND



### PENDING ISSUES AND POLICY CONSIDERATIONS

The uncertainty of funding allocations from the State impacts programs and services that are offered to adult and juveniles. Monies received through Vehicle License Fees (VLF) are used to support programs under the Juvenile Justice Crime Prevention Act (JJCPA), Youthful Offender Block Grant (YOBG), and Public Safety Realignment. In addition, funding provided by Senate Bill 678 varies. The final allocation of these dollars will ultimately dictate the level and types of programs that are offered in the future.

The passage of Proposition 64 continues to have an impact on Department operations. The legalization of marijuana for adults 21 and over will change the monitoring and enforcement of marijuana use for those whose use is deemed legal per legislation. There continues to be questions and challenges posed with clients engaged in treatment whose internal policies for successful treatment completion include abstention from mind altering substances. In addition, there continues to be concerns and questions about how to address marijuana use for juveniles since possession of marijuana is classified as an infraction.

California Senate Bill 266 states that each county probation department shall develop a response matrix that establishes protocols for the imposition of graduated sanctions for violations of the conditions of probation to include the use of flash incarceration. The Department continues to work with the Courts and other justice partners in monitoring the use of the response matrix/sanctions grid. Moving forward, the Department will be implementing an incentive grid to reward and acknowledge positive behavior and compliance.



Proposition 63 became effective on January 1, 2018 which tasks the Probation Department with investigating every felony case as well as 40 categories of misdemeanor offenses to determine whether the client has a firearm registered to them and if so, the status of the firearm. This new requirement will add some additional time during the investigation process. The Department will continue to work with the Courts to monitor the impact.

California Senate Bill 10, the California Money Bail Reform Act of 2017, will have an impact on Department operations if passed. While the Department has expanded Pretrial services, money bail reform will likely increase the number of offenders referred and served in the program. The Department will continue to monitor the outcome of SB 10 and work with other stakeholders to make modifications as needed.

**6650 – Fund 900-Probation****Summary of Other Administered Budgets**

**Christopher Hansen, Chief Probation Officer**  
**Public Protection/Detention & Corrections**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
8035 JH REC HALL - WARD WELFARE	9,433	10,361	11,361	1,000	9.7%
<b>APPROPRIATIONS</b>					
8035 JH REC HALL - WARD WELFARE	3,504	10,361	11,038	677	6.5%
<b>NET CHANGE</b>					
8035 JH REC HALL - WARD WELFARE	(5,929)	0	(323)	(323)	0.0%

A summary of the budgets administered by the Probation Department is provided on the following pages.

**Summary of Other Administered Budgets      8035 – Fund 035-Juv. Hall Rec.-Ward Welfare Fund**  
**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 youth detained at the Juvenile Detention Facility (JDF) to include the Challenge Academy.

The money deposited in the Ward Welfare Fund must be expended by the Probation Department for the benefit, education, and welfare of the youth detained within the JDF or other juvenile facilities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,000 or 9.7% in revenues and an increase of \$677 or 6.5% in appropriations when compared to the FY2017/18 Adopted Budget. The revenues projected in FY2018/19 will be transferred from Fund 035 to offset expenditures for the education, benefit, education, and welfare of youth detained in JDF that are budgeted in the Operating Budget.

See related Budget Unit 9151 – Fund 035 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	1,033	0	1,000	1,000	0.0%
MISC REVENUE	8,400	10,361	10,361	0	0.0%
<b>TOTAL REVENUES</b>	<b>9,433</b>	<b>10,361</b>	<b>11,361</b>	<b>1,000</b>	<b>9.7%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	3,112	10,000	5,000	(5,000)	(50.0%)
OTHER CHARGES	392	361	6,038	5,677	1572.6%
<b>TOTAL APPROPRIATIONS</b>	<b>3,504</b>	<b>10,361</b>	<b>11,038</b>	<b>677</b>	<b>6.5%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(5,929)</b>	<b>0</b>	<b>(323)</b>	<b>(323)</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

None.

**Simone Hardy, Agricultural Commissioner/Sealer of Weights & Measures  
Protection & Inspect**

**Agricultural Commissioner  
and  
Sealer of Weights and Measures**

- Pesticide Use Enforcement
- Weights and Measures
- Pest Detection
- Pest Exclusion
- Pest Management
- Nursery
- Ag Commodity Export Certification

## 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:

FY2017/18 Midyear Projection:	3,367,827
FY2018/19 Recommended:	3,651,148
County General Fund Contribution:	1,664,569
Percent County General Fund Supported:	45.6%
Total Employees (FTEs):	23

## 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

### Challenges:

- On August 23, 2017, a single Mediterranean fruit fly was trapped in Fairfield by Department staff, resulting in delimitation trapping by the California Department of Food and Agriculture (CDFA). Additional fly finds resulted in the declaration of a 108-square mile quarantine for the Mediterranean fruit fly encompassing the City of Fairfield, extending east onto Travis Air Force Base, west to the edge of Suisun Valley, south into the Delta and north to the perimeter of Pleasants Valley Road in Vacaville. In total, 10 flies were found from August until November of 2017. CDFA initiated fruit cutting on all properties on and within 100 meters of the find sites, which were examined for the larval stage of the pest. Over 2,000 pounds of fruit were removed, no larval properties were identified. Additional treatments were conducted to control the pest, and sterile insect technique (SIT) was employed. SIT is the use of sterile male Mediterranean fruit flies which are released by plane over the core quarantine area. Each release per square mile consists of 500,000 flies. As of March 2018, 67 releases had been completed with a total of 570.3 million flies disbursed. The number of sterile males reduces the potential of a female fly mating with a wild male fly, ending the breeding cycle. In order to determine whether an infestation has established, trapping will continue for three pest generations. The generation timeline is based on the rate of development from larvae to adult, which is temperature dependent. If there are no new finds in the early spring and summer of 2018, the pest will be declared eradicated in late July 2018. Two grower meetings have been sponsored by the Department and impacts to growers include additional treatments with an organic pesticide and compliance agreements. To prevent additional infestations, residents in the quarantine areas should consume fruits and vegetables on site, or prepare foods, by canning

**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures**  
**Simone Hardy, Agricultural Commissioner/Sealer of Weights & Measures**  
**Protection & Inspect**

or preserving. Most fruit fly infestations are from introduced fruit or vegetables from host areas. It is important not to pack or mail fruit from areas which have established fruit fly populations including Hawaii, Asia, most Pacific Islands, Mexico, Australia and South America.

- It is anticipated that work on Track and Trace for Cannabis licensees will begin in late 2018 into 2019. Currently there are seven pilot counties who are working with CDFA on the framework for conducting inspections in support of the Track and Trace program. The California Department of Pesticide Regulation is also looking at outreach for those using pesticides in production, and is developing materials for distribution to growers. At this time, it is anticipated the Department's activities in this area will only be in those cities within the County that have granted commercial growing licenses.
- The Road Repair and Accountability Act (SB 1), signed into law on April 28, 2017, provides the potential for increased revenues for core agricultural programs. A portion of the gas tax that is un-refunded, used on farms and in farm equipment, has been historically designated to augment agricultural programs. With the increase in the gas tax, the UGT would also potentially increase. Such funds would be used to restore service levels to programs that have been defunded or underfunded and are within the Agricultural Commissioner's mandated functional areas (High Risk Pest Inspections, Pest Detection Programs and Weed Management). As there is a challenge to the Road Repair and Accountability Act, which may modify the provisions of the bill or repeal the bill entirely, the sustainability of this funding is uncertain. Additional funds will be received in FY2018/19 but may not be sustained moving forward. In order to utilize the funds, while recognizing that this funding may be at risk, the Department included within the Recommended Budget, the addition of a limited-term project-based Agricultural Biologist Weights and Measures Inspector funded with the anticipated additional UGT revenue.

Accomplishments:

- The Department continues moving to information technology solutions to assist staff with field work and inspections. In 2018, a new trapping and detection software program will be deployed. This program provided by CDFA will be used as pest detection traps are serviced in the field. Agricultural staff will use tablets and data will be provided to CDFA as the work is conducted.

**WORKLOAD INDICATORS**

- During the period of January 1, 2017 through December 31, 2017, staff in the Pesticide Regulatory Program reviewed and issued 542 pesticide permits, conducted 287 pesticide inspections and conducted five outreach events with a total of 191 attendees for Continuing Education Units. The Plant Quarantine and Plant Protection Program inspected 458 fields for Phytosanitary Certification, totaling 4,956 acres of inspected fields with two walks per field, issued 932 Federal Certificates of Inspection for shipment to 37 different countries and 385 Interstate certifications, inspected 1,028 incoming shipments for pests of concern and completed 27,709 trap servicing for the 2,854 monitoring traps placed in the County.
- During the same 12-month period, Weights and Measures inspectors inspected a total of 3,367 different devices conducted 17 weighmaster audits, and issued 37 violation notices with associated follow-up activities.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,861,924	1,820,535	1,986,579	166,044	9.1%
<b>TOTAL REVENUES</b>	<b>1,861,924</b>	<b>1,820,535</b>	<b>1,986,579</b>	<b>166,044</b>	<b>9.1%</b>
<b>APPROPRIATIONS</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	2,924,621	3,456,749	3,651,148	194,399	5.6%
<b>TOTAL APPROPRIATIONS</b>	<b>2,924,621</b>	<b>3,456,749</b>	<b>3,651,148</b>	<b>194,399</b>	<b>5.6%</b>
<b>NET COUNTY COST</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,062,697	1,636,214	1,664,569	28,355	1.7%
<b>NET COUNTY COST</b>	<b>1,062,697</b>	<b>1,636,214</b>	<b>1,664,569</b>	<b>28,355</b>	<b>1.7%</b>

**2830 – Fund 001-Agricultural Commissioner/Weights & Measures      Functional Area Summary****Simone Hardy, Agricultural Commissioner/Sealer of Weights & Measures  
Protection & Inspect**

<b>STAFFING</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	25	24	23	(1)	(4.2%)
<b>TOTAL STAFFING</b>	<b>25</b>	<b>24</b>	<b>23</b>	<b>(1)</b>	<b>(4.2%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$166,044 or 9.1% in revenues and an increase of \$194,399 or 5.6% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the Net County Cost increased \$28,355 or 1.7%.

Primary Funding Sources

The primary funding sources for the Department are County General Fund and Intergovernmental Revenues. 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 and regulatory activities. These contract revenues are driven by available workloads and staffing.

The Department's other significant funding sources are: (1) Licenses, Permits and Franchise revenue received in the form of user fees for device registration and other inspections and certifications provided by the Department, and (2) Charges for Services, which is received for field inspections carried out by staff.

The FY2018/19 Recommended Budget includes a net increase of \$166,044 or 9.1% in revenues primarily due to the following:

- Licenses, Permits and Franchise revenues reflect a decrease of \$5,000 in user fees for device registration and other inspections and certifications provided by the Department.
- Intergovernmental Revenues reflect an increase of \$192,044 primarily in State unclaimed gas tax (UGT) revenue anticipated from the gas tax increase resulting from the Governor signing SB 1 in to law in April 2017, and offset by reductions in the State pest detection contract for the Asian Citrus Psyllid and State contract reimbursement for submittal of electronic Pesticide Use Enforcement (PUE) reports as more growers are entering the data themselves online directly.
- Charges for Services reflect a decrease of \$21,000 primarily due to a \$20,000 reduction in fee revenue received for phytosanitary field inspections as fewer growers are anticipated to export plant products.

Primary Costs

The FY2018/19 Recommended Budget includes a net increase of \$194,399 or 5.6% in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$166,704 primarily resulting from increases in salaries and benefits costs, and adjustments in staffing to meet workload and contract needs.
- Services and Supplies reflect an increase of \$92,340 primarily due to increases of \$24,296 in liability insurance, \$48,140 in central data processing services and \$9,192 in county garage services.
- Other Charges reflect a decrease of \$18,350 due to a reduction in Countywide Administrative Overhead charges.
- Other Financing Uses reflect a decrease of \$46,295 due to a reduction in the pension obligation bond rate.
- Additionally, at the request of the Agricultural Advisory Committee (AAC), the Recommended Budget includes \$4,000 for the AAC to conduct an agricultural tour during FY2018/19.

Contracts

The Recommended Budget includes the following contract:

- \$78,550 for State wildlife trapping services.

Fixed Assets

None.

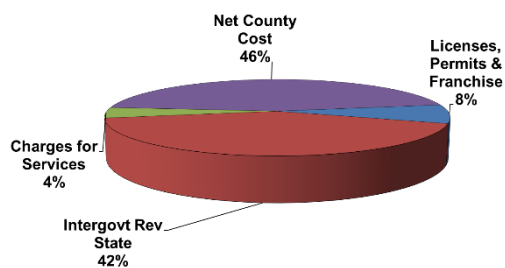
**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures**  
**Simone Hardy, Agricultural Commissioner/Sealer of Weights & Measures**  
**Protection & Inspect**

**DEPARTMENT COMMENTS**

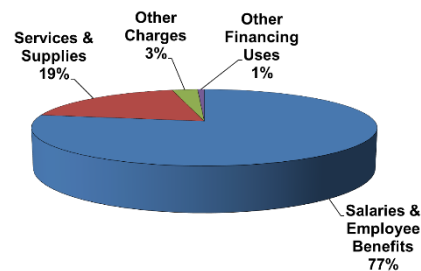
To ensure continuity and address current workloads, the Department is proposing adjustments that will address operational needs with a minimum of staffing additions and to allow biologist coverage of contracted activities and delivery of program services such as high-risk pest inspection and detection.

The Department is considering occupying a satellite location at the Public Works facility yard in Dixon to better service the needs of the growers in the vicinity of Vacaville and Dixon. If this comes to fruition, the Department will include additional information, including any increased cost, in the Supplemental Budget.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	288,014	294,000	289,000	(5,000)	(1.7%)
FINES, FORFEITURES, & PENALTY	3,270	5,000	5,000	0	0.0%
INTERGOVERNMENTAL REV STATE	1,392,666	1,338,335	1,530,379	192,044	14.3%
CHARGES FOR SERVICES	177,957	182,200	161,200	(21,000)	(11.5%)
MISC REVENUE	18	1,000	1,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,861,924</b>	<b>1,820,535</b>	<b>1,986,579</b>	<b>166,044</b>	<b>9.1%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,263,015	2,669,996	2,836,700	166,704	6.2%
SERVICES AND SUPPLIES	416,903	593,333	685,673	92,340	15.6%
OTHER CHARGES	163,433	120,412	102,062	(18,350)	(15.2%)
OTHER FINANCING USES	67,257	73,008	26,713	(46,295)	(63.4%)
INTRA-FUND TRANSFERS	14,014	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>2,924,621</b>	<b>3,456,749</b>	<b>3,651,148</b>	<b>194,399</b>	<b>5.6%</b>
<b>NET COUNTY COST</b>	<b>1,062,697</b>	<b>1,636,214</b>	<b>1,664,569</b>	<b>28,355</b>	<b>1.7%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The FY2018/19 Recommended Budget includes an increase of \$239,000 in UGT funding resulting from the Road Repair and Accountability Act. The anticipated additional revenue will be used to fund a project-based limited-term position. The position allows for increased biologist coverage and delivery of program services.

## 2830 – Fund 001-Agricultural Commissioner/Weights & Measures      Functional Area Summary

### Simone Hardy, Agricultural Commissioner/Sealer of Weights & Measures

### Protection & Inspect

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#### SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2017/18 Budget are provided below.

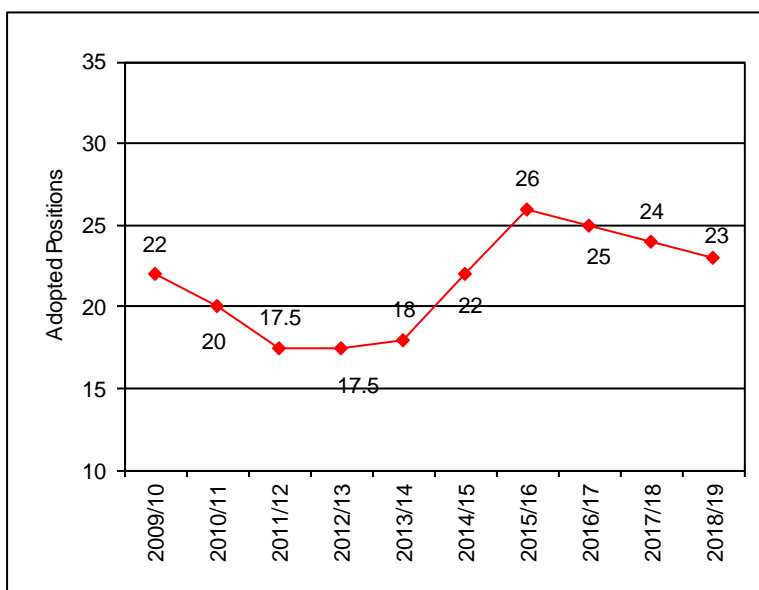
On October 31, 2017, the following positions expired:

- Deleted 2.0 FTE Limited-Term Agricultural/ Weights and Measures Aides

The FY2018/19 Recommended Budget includes the following changes:

- Add 1.0 FTE project-based Limited-Term Agricultural Biologist/Weights and Measures Inspector (Senior) through June 30, 2019, funded with additional UGT revenue as a result of the passage of SB 1. However, due to the uncertainty of the continuation of this funding source, the Department is recommending a limited-term position.
- Reclassify 1.0 FTE Office Aide to 1.0 FTE Office Assistant I (TBD) to accurately reflect the position duties and responsibilities.

#### STAFFING TREND



#### PENDING ISSUES AND POLICY CONSIDERATIONS

Timely hiring of staff for detection programs is an ongoing need due to contractual requirements to begin those activities when the insects are biologically active in our climate area.

Recruitment and retention of Agricultural Biologist / Weights and Measures Inspectors is important for service and succession delivery. Due to high turnover, with 65% of the biologists having less than three years, the Department is currently devoting resources to training new staff. This comes with substantial future opportunities, but impacts production and timeliness in operations at the current time.

Recent passage of the recreational Cannabis legislation in California may impact the Department staffing needs if the County or municipalities within the County allow for cultivation.

Procurement of municipal water at the County Cordelia campus (Agriculture and Surplus Mail) remains a priority after discovery of high levels of natural occurring contaminants in the onsite well water in the summer of 2016. The County has provided mitigation to the site in the form of a fresh water tank system, approved by the State Water Resources Board and monitored for compliance with applicable water standards and connection to municipal water is being pursued. Construction work for the water line in late 2018 may temporarily impact some areas of the parking or driveway and potentially interrupt services to the public during the transition to the new water supply.





### DEPARTMENTAL PURPOSE

The Department of Resource Management consists of seven organizational divisions that 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:

FY2017/18 Midyear Projection:	11,371,947
FY2018/19 Recommended:	11,658,268
County General Fund Contribution:	3,508,419
Percent County General Fund Supported:	30.1%
Total Employees (FTEs):	50

### FUNCTION AND RESPONSIBILITIES

Planning Services Division 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, facilitating the public review process, and implementing the Surface Mining and Reclamation Act requirements.
- 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 (ABAG) 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 Solano County Airport Land Use Commission and Tri-city & County Cooperative Planning Group.
- Operate the Integrated Waste Management Program that 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 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.

**Bill Emlen, Director of Resource Management  
Other Protection**

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- 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 has a mission to protect public health and the environment by ensuring compliance with environmental laws and regulation by providing training, permitting and inspection services to businesses and residents throughout Solano County. Various programs within this division are:

- Consumer Protection programs, which include retail food protection, ensuring safety and sanitation of public pools, and implementing minimum health standards for housing and institutions, vector management, and body art and massage practitioners and facilities. Consumer Protection also assists Public Health Nursing by assessing and abating environmental lead hazards for children.
- Water Protection and Waste Management programs, which include 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; and participates in activities related to the Solano Subbasin Groundwater Sustainability Agency and other regional water supply issues.
- Hazardous Materials programs that ensure 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, health and safety inspections at the refinery, technical assistance and oversight of the cleanup of hazardous materials spills, and proper storage and reporting of waste tires.

**Administrative Support Division**

- Provides administrative support to all Department divisions, including handling incoming phone calls and public inquiries; maintaining and assisting with inspection recordkeeping; maintaining office equipment inventories; assisting with invoicing and activities associated with permitting; performing imaging processing and implementing retention schedules; maintaining and updating data information systems; and assisting in coordination of recruitments and other personnel matters.
- Administers the County Business License Program.

**Public Works Divisions**

- Public Works Divisions are described under the narrative (BU 3010) because it is not part of the General Fund and includes Engineering Services and Public Works operations.

**Parks and Recreation Division**

- The Parks & Recreation Division is described under the narrative (BU 7000) because it is not part of the General Fund.

**Delta Water Activities**

- The Delta Water Activities program is described under the narrative (BU 1450).

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS****Challenges:**

- Beginning in 2013, the state required all businesses with reportable quantities of hazardous materials to log their chemical inventories and plans into a statewide web-based electronic database called the California Environmental Reporting System (CERS). This requirement, while beneficial to public safety and emergency responders, has significantly increased workload as Hazardous Materials staff who must now balance their mandated inspection demands with increased requests for assistance from businesses that are still struggling with CERS implementation. Approximately 0.84 FTE is required to provide this business assistance. To help address this issue, the Department is utilizing a consultant to provide free

individual CERS assistance along with help on other hazardous materials programs on a referral basis to Solano County businesses, which is being funded by statewide and local enforcement penalties that the Department receives.

- There has been a noticeable increase in illegal roadside dumping in the past year. Staff continues to explore options to ensure quick cleanup occurs, improve identification of offending parties who are dumping, and to implement proactive preventive measures to stop the dumping from occurring.
- There continues to be an increase in the number of private and public events occurring in residential and agricultural areas. New standards are under consideration to address health and safety and operational concerns associated with a range of these types of events.
- The Department and County continue to work with the City of Vallejo and county residents to seek ways to improve water delivery and service in the Lakes Water System service area. This work is expected to continue throughout FY2018/19.

**Accomplishments:**

- Prepared, and the Board adopted, two ordinances regulating cannabis in the unincorporated area of Solano County. One ordinance establishes requirements for personal and noncommercial caregiver cannabis use. The other ordinance, as an urgency measure, establishes prohibitions for commercial recreational and medical cannabis activity, including commercial cultivation, delivery, distribution, transportation, manufacturing, retail operations, and testing facilities.
- Completed, and the Board adopted updates to the Middle Green Valley Specific Plan to be consistent with existing State legislation and to further clarify the vision for the Middle Green Valley.
- Completed, and the Airport Land Use Commission adopted, the Rio Vista Airport Land Use Compatibility Plan update, and completed the Travis Air Force Base Sustainability Study, which is intended to identify potential use compatibility issues along with possible approaches to resolve the issues.
- Continued evaluating the potential for creating a Regional Park and Open Space District in Solano County. Notable accomplishment included passage of special legislation for the formation of a regional park and open-space district under Board direction, which was signed into law in September 2017, and initiation of work on an Administrative Finance Plan.
- Participation in the Statewide Refinery Safety Task Force assisted in the development and adoption of new health and safety requirements, known as Program 4 standards, for all California refineries effective October 2018. Hazardous Materials staff quickly implemented Program 4 requirements at Valero Benicia Refinery upon adoption by developing procedures and performing inspections to establish compliance. Regulators from Southern California subsequently contacted Department staff to obtain information about our program implementation for their use in their implementation efforts.
- Hazardous Materials staff coordinated free training classes on compliance with hazardous materials requirements throughout FY2017/18. This included workshops open to all businesses provided by the Department which were attended by approximately 95 Solano County hazardous materials facility operators and, beginning in March 2018, free workshop trainings to small and medium sized businesses provided through a partnership with a large private company.
- The Consumer Protection program of the Environmental Health Services Division performed over 290 inspections of high risk restaurants as part of the “Cooling” campaign. This educational campaign focused on proper cooling practices for foods that would be later re-heated to serve during inspections at restaurants.
- The County Building and Safety Services Division plan checked, permitted and is currently inspecting the new vocational /classroom training center for inmates under the SB 1022 legislation. The SB 1022 project which consists of two buildings, one with 10,000 sq. ft. of office space/classrooms and the second with 30,000 sq. ft. of space for vocational training. This project has been under construction since April 2017 and is scheduled to be completed in November 2018.

**WORKLOAD INDICATORS**

- During the period of July 1, 2017 - June 30, 2018, the Planning Division processed four Use Permits, including one involving Environmental Impact Report, three Minor Use Permits, three Administrative Permits, six Lot Line Adjustments, one major subdivision with a policy plan overlay, three Minor Subdivisions and eight certificates of compliance, prepared

**Bill Emlen, Director of Resource Management  
Other Protection**

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five mitigated negative declarations and conducted plan checks of building permits to ensure compliance with zoning regulations.

- During the period of July 1, 2016 - June 30, 2017, the Building Division performed 3208 building permit inspections associated with 908 building permits, including permits for 23 new primary single-family dwelling units, 10 new secondary dwelling units, and 184 for photo-voltaic (Solar) units.
- During the period of July 1, 2016 - June 30, 2017, Code Compliance received 208 complaints, including 87 complaints for building violations, 41 complaints for land use violations, 26 complaints for junk and debris, and 17 complaints each for inoperative vehicles and operating without a business license.
- During the period of July 1, 2016 - June 30, 2017, Environmental Health staff completed 2,922 routine inspections at 1,649 retail food establishments throughout Solano County to ensure safe food handling practices were being used, and responded to 876 complaints concerning the areas of food protection, housing, and waste management programs.
- During the period of July 1, 2016 - June 30, 2017, Hazardous Materials staff inspected 536 of the 1,834 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; and performed 246 routine inspections at business that generate or haul waste tires to ensure compliance with state requirements for the Waste Tire Enforcement Program.
- During the period of July 1, 2016 – June 30, 2017, Environmental Health Services Division staff implemented a contract with the Fairfield Suisun Sewer District by performing storm water inspections at 207 retail food establishments and 101 businesses handling reportable quantities of hazardous materials to ensure that grease traps were being maintained and hazardous chemicals were not discharged into the sewer system within the district's boundaries.

## Functional Area Summary

## 2910 – Fund 001-Resource Management Bill Emlen, Director of Resource Management Other Protection

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	432,590	455,556	481,951	26,395	5.8%
PLANNING SERVICES	477,803	629,752	558,290	(71,462)	(11.3%)
CODE ENFORCEMENT	13,688	15,634	16,436	802	5.1%
BUILDING & SAFETY SERVICES	1,068,366	764,914	774,678	9,764	1.3%
ENVIRONMENTAL HEALTH SERVICES	4,195,363	3,955,416	4,090,519	135,103	3.4%
HAZARDOUS MATERIALS PROGRAM	1,414,252	1,500,853	1,531,399	30,546	2.0%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	247,400	290,000	218,061	(71,939)	(24.8%)
INTEGRATED WASTE MANAGEMENT	408,991	698,650	478,515	(220,135)	(31.5%)
<b>TOTAL REVENUES</b>	<b>8,258,453</b>	<b>8,310,775</b>	<b>8,149,849</b>	<b>(160,926)</b>	<b>(1.9%)</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	1,781,904	1,910,903	1,954,749	43,846	2.3%
PLANNING SERVICES	2,117,364	2,536,916	2,557,644	20,728	0.8%
CODE ENFORCEMENT	230,727	398,720	399,522	802	0.2%
BUILDING & SAFETY SERVICES	831,432	1,065,167	1,055,520	(9,647)	(0.9%)
ENVIRONMENTAL HEALTH SERVICES	2,969,652	3,514,143	3,650,846	136,703	3.9%
HAZARDOUS MATERIALS PROGRAM	1,138,401	1,319,319	1,347,366	28,047	2.1%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	240,147	286,045	214,106	(71,939)	(25.1%)
INTEGRATED WASTE MANAGEMENT	408,991	698,650	478,515	(220,135)	(31.5%)
<b>TOTAL APPROPRIATIONS</b>	<b>9,718,618</b>	<b>11,729,863</b>	<b>11,658,268</b>	<b>(71,595)</b>	<b>(0.6%)</b>
<b>NET COUNTY COST</b>					
ADMINISTRATION	1,349,314	1,455,347	1,472,798	17,451	1.2%
PLANNING SERVICES	1,639,561	1,907,164	1,999,354	92,190	4.8%
CODE ENFORCEMENT	217,039	383,086	383,086	0	0.0%
BUILDING & SAFETY SERVICES	(236,933)	300,253	280,842	(19,411)	(6.5%)
ENVIRONMENTAL HEALTH SERVICES	(1,225,711)	(441,273)	(439,673)	1,600	(0.4%)
HAZARDOUS MATERIALS PROGRAM	(275,851)	(181,534)	(184,033)	(2,499)	1.4%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	(7,253)	(3,955)	(3,955)	0	0.0%
<b>NET COUNTY COST</b>	<b>1,460,166</b>	<b>3,419,088</b>	<b>3,508,419</b>	<b>89,331</b>	<b>2.6%</b>
<b>STAFFING</b>					
ADMINISTRATION	7	7	7	0	0.0%
PLANNING SERVICES	8	8	8	0	0.0%
CODE ENFORCEMENT	1	1	1	0	0.0%
BUILDING & SAFETY SERVICES	6	6	6	0	0.0%
ENVIRONMENTAL HEALTH SERVICES	16	19	19	0	0.0%
HAZARDOUS MATERIALS PROGRAM	6	6	6	0	0.0%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	2	2	2	0	0.0%
INTEGRATED WASTE MANAGEMENT	1	1	1	0	0.0%
<b>TOTAL STAFFING</b>	<b>47</b>	<b>50</b>	<b>50</b>	<b>0</b>	<b>0.0%</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of represents a decrease of \$160,926 or 1.9% in revenues and a decrease of \$71,595 or 0.6% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the Net County Cost increased by \$89,331 or 2.6%.

#### Primary Funding Sources:

The primary funding source for the Department are fees charged for permits and services with the remaining funding coming from grants, contracts or fees for service, and the General Fund.

**Bill Emlen, Director of Resource Management  
Other Protection**

The FY2018/19 Recommended Budget includes a \$160,926 or 1.9% net decrease in revenues primarily due to the following:

- Licenses, Permits and Franchises revenue of \$6,116,799 reflects a net increase of \$194,135, primarily from implementation of new statewide health and safety standards at Valero Benicia refinery and ongoing increases in disposal of solid waste at the two private landfills in the County based on existing contracts and private hauling, which is consistent with statewide disposal trends given the current economy. This projected revenue does not include disposal of fire debris, which is anticipated to be completed in FY2017/18. Revenues related to development, such as zoning reviews, septic construction, and electronically issued building permits, and related to business activity, such as operation of food facilities, public swimming pools, body art facilities and penalty fees for late permit payment, also increased. Revenue from business licenses is decreased nominally to match inventory.
- Intergovernmental Revenues of \$469,099 reflect a net decrease of \$234,162 as a result of completion of several grants or contracts with the state and federal government in FY2017/18, and from a reduction in the number of contaminated sites requiring cleanup oversight resulting in less state-contract reimbursable work. Work on the Rio Vista Airport Land Use Compatibility Plan (ALUCP), a state grant, and the Travis Air Force Base Sustainability Study, a federal grant, was completed in FY2017/18. Included in the revenues anticipated for FY2018/19 is \$228,039 in grants from CalRecycle for implementation of solid waste enforcement and recycling programs, and \$200,000 from the State Water Resources Control Board for oversight of contaminated site mitigation.
- Charges for Services of \$1,243,423 reflect a net increase of \$15,475. This net increase results predominantly from an increase in Departmental Administrative Overhead from other funds paying their proportional share of administrative costs, and increases for plan and land divisions reviews and water well permits. There are decreases for Other Professional Services and Interfund Professional Services resulting from completion of environmental review and monitoring work in FY2017/18, reduction in the number of contaminated sites requiring local cleanup oversight, and to reflect the reimbursable time assisting Public Health with environmental investigations to protect children from lead exposure.
- Miscellaneous Revenue of \$320,528 has a \$136,374 decrease in Other Revenue from the net effect of reductions in energy and green business-related program funding and fewer reimbursable expenses being anticipated that require revenue offset from the hazardous materials enforcement fund and biosolids research trust.

#### Primary Costs

The FY2018/19 Recommended Budget Includes a \$71,595 or 0.6% net decrease in appropriations due to the following:

- Salaries and Benefits of \$7,374,096 reflects a net increase of \$516,273, primarily attributable to general increases in expenses for salary, retirement, health insurance and other employment costs for existing staff. The salary for extra help continues to provide project specific assistance to Environmental Health, Integrated Waste Management, and Code Compliance at 86% to 100% revenue offset.
- Services and Supplies of \$2,322,319 reflects an overall net decrease of \$630,230 as a result of various increases and decreases in operating expenses when compared to the FY2017/18 Adopted Budget. This includes decreases in Other Professional Services and Contracted Services from completion of a Used Oil Competitive Grant, the Rio Vista ALUCP, the Travis Sustainability Study, and other projects in FY2017/18. The Department also expects a decrease in liability Insurance costs. The Department's use of technology to facilitate efficient service to the public and businesses is resulting in increases for Central Data Processing and Supplemental Services, Controlled Assets \$1500 to \$4999, and Software Maintenance and Support. This includes costs associated with the installation and use of new software and hardware to enhance electronic plan review and approval. Advertising and Marketing is also increasing to promote recycling of beverage containers, used oil and oil filters, prescription drug take back events, and prevention of illegal dumping along county roads, and is fully revenue offset by grants from CalRecycle for waste diversion programs or through solid waste fees.
- The combined Contracted Services and Other Professional Services expense totals \$845,091 which includes:  
Projects and Studies which are revenue offset:
  - \$250,481 for environmental work related to an expansion of Recology Hay Road paid for by Recology. This work began in FY2017/18 with Board of Supervisors' approval.

- \$195,644 for various contracts and activities for waste diversion and educational programs reimbursed by grants from CalRecycle and from solid waste fees.
- \$100,000 for assistance to businesses with hazardous materials regulation compliance, including CERS, and to sample and clean-up hazardous wastes during emergency response efforts.
- \$89,500 for continuing research on the land application of biosolids paid from fees collected from the applicators.
- \$80,468 for evaluation of compliance with use permit conditions at various existing wind turbine projects.
- \$30,490 for installation of a software program that facilitates electronic plan submission and review department wide and for general assistance with data management systems used by the Department.
- \$15,737 for Building Inspection and permitting services associated with the SB 1022 vocational facility.
- \$11,771 for towing costs associated with removal of inoperative vehicles.

Studies that are General Fund supported include:

- \$40,000 for ongoing effort regarding Regional Park District formation.
- \$25,000 for cannabis related research efforts.
- Other Charges of \$1,918,073 reflect a net increase of \$209,752, primarily due to an increase in Countywide Administrative Overhead. Interfund Services Professional is increasing to further offset costs of Public Works Road Crews and a dedicated Sheriff Deputy to assist in illegal roadside dumping response. There is a decrease in Contributions to Non-County Agencies as there is no anticipated contribution required to operate the Solano Subbasin Groundwater Sustainability Agency in FY2018/19.
- Other Financing Uses of \$72,867 reflects a decrease of \$158,516 as a net result of a decrease in Transfers-Out POBs due to new rates and no vehicles being purchased this fiscal year.
- Intrafund Transfers of (\$29,087) reflects a net decrease of \$8,874 primarily resulting from a decrease in Postage from continued use of more electronic methods of communication which is partially offset by an increase in Intrafund Services – Professional for providing assistance to Delta Water Activities. (See separate Delta Water Budget)

#### Contracts

The FY2018/19 Recommended Budget includes a total of \$845,091 or 7.3% in contracted services which includes the following significant contracts:

- \$250,481 for environmental consultant work related to an expansion of Recology Hay Road paid for by Recology. This work began in FY2017/18 with Board of Supervisors' approval.
- \$89,500 for continuing research on the land application of biosolids paid from fees collected from the applicators.

#### Fixed Assets

None.

### **DEPARTMENT COMMENTS**

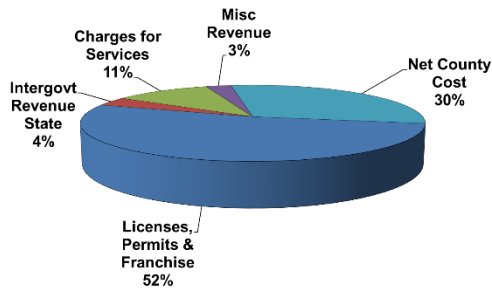
Budget Unit 2910 is driven largely by permit activity, special projects to address Board directives, and work to meet state requirements. During FY2018/19, the Department will be involved in a number of ongoing and new projects at the request of the Board or in response to new state laws. These include continued work on development of a Regional Park District, refinement of recreational and medicinal cannabis ordinances, potential changes to zoning in the Pleasants Valley area, and development of an ordinance addressing short-term residential vacation rentals. With the improving economy, permit activity continues to increase, resulting in additional demands from the public and businesses for assistance and service, which must be balanced with meeting new and existing mandated state inspection or program implementation requirements. New regulations, including the requirement for enhanced oversight at Valero Benicia Refinery, and assistance to businesses to ensure compliance with existing requirements, such as CERS, continually place additional work demands on the Department. At the same time, costs for providing these services and implementing these programs is increasing. The Department will continue to balance its

**2910 – Fund 001-Resource Management**  
**Bill Emlen, Director of Resource Management**  
**Other Protection**

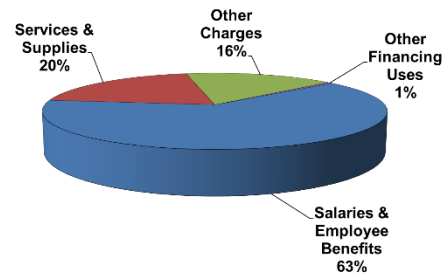
**Functional Area Summary**

mission to provide service to the public and business and to protect public health and safety, while also looking for methods to generate revenue and control costs in order to limit impacts to businesses and the General Fund.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	6,257,994	5,922,664	6,116,799	194,135	3.3%
INTERGOVERNMENTAL REV STATE	468,815	619,149	434,099	(185,050)	(29.9%)
INTERGOVERNMENTAL REV FEDERAL	184,368	49,092	0	(49,092)	(100.0%)
INTERGOVERNMENTAL REV OTHER	25,322	35,020	35,000	(20)	(0.1%)
CHARGES FOR SERVICES	1,092,886	1,227,948	1,243,423	15,475	1.3%
MISC REVENUE	229,068	456,902	320,528	(136,374)	(29.8%)
<b>TOTAL REVENUES</b>	<b>8,258,453</b>	<b>8,310,775</b>	<b>8,149,849</b>	<b>(160,926)</b>	<b>(1.9%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	6,120,323	6,857,823	7,374,096	516,273	7.5%
SERVICES AND SUPPLIES	1,914,445	2,952,549	2,322,319	(630,230)	(21.3%)
OTHER CHARGES	1,495,015	1,708,321	1,918,073	209,752	12.3%
OTHER FINANCING USES	215,844	231,383	72,867	(158,516)	(68.5%)
INTRA-FUND TRANSFERS	(27,052)	(20,213)	(29,087)	(8,874)	43.9%
<b>TOTAL APPROPRIATIONS</b>	<b>9,718,575</b>	<b>11,729,863</b>	<b>11,658,268</b>	<b>(71,595)</b>	<b>(0.6%)</b>
<b>NET COUNTY COST</b>	<b>1,460,122</b>	<b>3,419,088</b>	<b>3,508,419</b>	<b>89,331</b>	<b>2.6%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- The State adopted new health and safety regulations for refineries in October 2017, resulting in significantly increasing inspection time at Valero Refinery by an annual estimate of 0.25 FTE, leading to an estimated \$65,500 in additional revenue. The Department will evaluate the effect of this on its ability to meet other mandated inspection requirements and its current staffing model in the hazardous material program as it responds to this increased workload and demands for service from other businesses.
- Completion of work related to the Used Oil Competitive Grant and the Rio Vista Airport Land Use Compatibility Plan in FY2017/18, and a reduction in the number of sites contaminated by leaking underground fuel tanks in the Local Oversight Program (LOP) contributes to a \$185,050 reduction in State Other revenue. The Department anticipates it will receive \$228,039 in state grants from CalRecycle in FY2018/19 to enforce requirements at solid waste facilities and waste tire generators, implement programs to increase collection of used motor oil and filters and improve collection of recyclable beverage containers, reduce litter; and to promote waste reduction. The Department is anticipating receipt of \$200,000 from the State Water Resources Control Board to implement the LOP program.

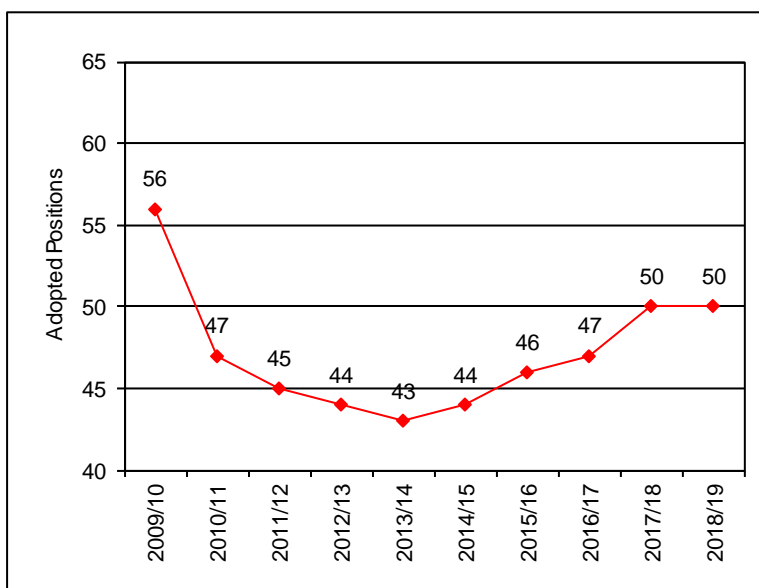


- Completion of the Travis AFB Sustainability Study results in a reduction of \$49,092 in Federal revenues.
- There is an \$141,365 decrease in energy and green business-related program funding as the California Public Utilities Commission has not yet decided whether it will fund these programs in 2018 or due to implementation by of similar programs by other agencies. The Department may request additional Board action to renew implementation of these programs should funding become available or the other agencies discontinue implementation.

### SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

### STAFFING TREND



### PENDING ISSUES AND POLICY CONSIDERATIONS

The change in federal administration may impact projects and programs the Department is currently implementing. For example, the new administration has stated that it will focus on implementation of existing laws and statements from key administration officials show that they view the use of cannabis differently than the previous administration. The Department will monitor the federal position and California state agencies recommendations on implementing the recently approved cannabis requirements as it continues to develop local recommendations for cannabis regulation for Board consideration.

The Department continues to lead the process towards development of a regional park and open space district for Solano County, following the recent passage of special legislation in 2016. The Department will continue working on exploring partnerships with cities and other agencies to determine the level of support for a regional park and open space district.

The Department will review and recommend updates for the land uses and development standards for the Suisun Valley Strategic Plan to reflect the current and future vision for the valley; work with Bay Conservation and Development Commission staff regarding development proposals in the Suisun Marsh; and work with County residents zoning in the Pleasants Valley area. The Department will bring recommendations regarding these for Board consideration.

The California Department of Public Health (CDPH) is developing regulations for Medicinal and Adult-Use Cannabis Regulation and Safety Act. It is not clear whether CDPH will regulate the food based cannabis products manufactured at such businesses located in the cities within Solano County that have approved such activity. In the absence of CDPH regulation it may fall to Resource Management Environmental Health staff to provide public health protection at these businesses, resulting in the need for agreements with the cities and an additional workload.

**Bill Emlen, Director of Resource Management  
Other Protection**

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A Groundwater Sustainability Plan will need to be developed for the Solano Subbasin by 2022. It is anticipated that work towards this effort, including coordination and collaboration with multiple agencies in the Solano Subbasin, will continue and escalate in FY2018/19. While a state grant in the amount of \$1,000,000 has been obtained for use by Groundwater Sustainability Agencies (GSA) in the Solano Subbasin, additional matching funds are required. The Department will continue to be a part of the discussions to develop the plan and to seek funding avenues for the new mandate that protects the General Fund.

FY2018/19 will be the final year that Environmental Health will be certified as the Local Oversight Program (LOP) agency by the state with responsibility for overseeing the cleanup of the sites contaminated by leaking underground fuel tanks in Solano County. During implementation of the program, 466 contaminated sites were cleaned up to state standards. The current inventory is now too low for the state to renew the certification past June 30, 2018, and the state will take on the responsibility after that date. At the same time, the Department is experiencing increased work demand in other hazardous materials programs, such as those pertaining to reporting chemical information and refinery inspections. As program priorities, costs and revenue sources shift, the Department will need to evaluate its staffing and fee models to adjust to the changing work load accordingly.

# Summary of Other Administered Budgets

## 2910 – Fund 001-Resource Management Bill Emlen, Director of Resource Management Other Protection

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1450 DELTA WATER ACTIVITIES	242,985	0	0	0	0.0%
1904 SURVEYOR/ENGINEER	38,843	46,651	47,851	1,200	2.6%
1950 SURVEY MONUMENT	10,675	11,140	11,605	465	4.2%
8217 HOME 2010 PROGRAM	37	13	0	(13)	(100.0%)
8220 HOMEACRES LOAN PROGRAM	51,360	10,000	18,000	8,000	80.0%
1510 HOUSING & URBAN DEVELOPMENT	2,225,538	2,300,000	2,300,000	0	0.0%
2110 MICROENTERPRISE BUSINESS	249,359	5,250	2,809	(2,441)	(46.5%)
2950 FISH/WILDLIFE PROPAGATION PROG	4,427	2,203	2,021	(182)	(8.3%)
7000 PARKS & RECREATION	1,638,712	1,541,408	1,737,613	196,205	12.7%
<b>APPROPRIATIONS</b>					
1450 DELTA WATER ACTIVITIES	735,107	939,087	893,816	(45,271)	(4.8%)
1904 SURVEYOR/ENGINEER	90,563	76,307	105,794	29,487	38.6%
1950 SURVEY MONUMENT	919	15,727	15,817	90	0.6%
8220 HOMEACRES LOAN PROGRAM	892	919	80,900	79,981	8703.0%
1510 HOUSING & URBAN DEVELOPMENT	2,225,538	2,300,000	2,300,000	0	0.0%
2110 MICROENTERPRISE BUSINESS	200,037	4,553	2,809	(1,744)	(38.3%)
2950 FISH/WILDLIFE PROPAGATION PROG	2,891	14,940	14,940	0	0.0%
7000 PARKS & RECREATION	1,604,659	1,744,525	1,784,635	40,110	2.3%
<b>NET CHANGE</b>					
1450 DELTA WATER ACTIVITIES	492,122	939,087	893,850	(45,237)	(4.8%)
1904 SURVEYOR/ENGINEER	51,720	29,656	57,943	28,287	95.4%
1950 SURVEY MONUMENT	(9,756)	4,587	4,212	(375)	(8.2%)
8217 HOME 2010 PROGRAM	(37)	(13)	0	13	(100.0%)
8220 HOMEACRES LOAN PROGRAM	(50,467)	(9,081)	62,900	71,981	(792.7%)
1510 HOUSING & URBAN DEVELOPMENT	0	0	0	0	0.0%
2110 MICROENTERPRISE BUSINESS	(49,322)	(697)	0	697	(100.0%)
2950 FISH/WILDLIFE PROPAGATION PROG	(1,536)	12,737	12,919	182	1.4%
7000 PARKS & RECREATION	(34,053)	203,117	47,022	(156,095)	(76.8%)

A summary of the budgets administered by the Department of Resource Management is provided on the following pages.

**Bill Emlen, Director of Resource Management  
Legislative & Administration**

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**DEPARTMENTAL PURPOSE**

The Delta Water Activities budget funds monitoring, engagement and proactive actions related to Delta and other water related plans, programs and projects at the federal, state and local levels that have potential to impact the County. It provides support to Board members, the Board's Legislative Committee and County departments in evaluating water-related legislation, regulations, other plans and projects and bond initiatives.

**FUNCTION AND RESPONSIBILITIES**

This budget unit addresses emerging Federal, State and local water-related planning proposals with potential to impact Solano County. These include the proposed California WaterFix (WaterFix) "Tunnels" plan to develop additional water supply and Delta conveyance infrastructure, which remains a Gubernatorial priority and poses significant potential impacts to the region, and the Delta Conservation Framework that knits habitat into the larger landscape and for which several agencies are developing adaptive management policies and programs that could lead to a loss of valuable agricultural lands in Solano County. The State and Federal governments are planning major flood infrastructure improvements and ecosystem restoration projects that if implemented will directly affect agricultural lands within the County's jurisdictional area. The Delta Water Activities funds efforts which monitor and engage in all these processes through its single manager position with support from technical professionals in the Department of Resource Management and through the use of contractors.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Challenges:

- The level of activity associated with the proposed WaterFix tunnels project, including participation in State Water Resource Control Board hearings on permits, will continue to require significant staff resources on behalf of the County and as part of the Delta Counties Coalition in order to protect County interests, including impacts on agriculture, through FY2018/19.
- Increased engagement in state and federal agencies ecosystem and flood planning efforts in the Yolo Bypass/Cache Slough region will continue into FY2018/19, including negotiations on several potential actions/projects in the region to obtain local protection assurances for agriculture, property owners and other uses important to the County, its farmers and businesses, and residents.

Accomplishments:

- The Water and Natural Resources Program Manager (Program Manager) provided substantial support to the members of the County Board of Supervisors serving on various Delta Boards and Commissions. The support by the Program Manager involved monitoring activities and meetings of Delta Boards, Commissions and Councils, their subcommittees, various stakeholder groups, the Science Board and the Delta Plan Interagency Implementation Committee to provide useful analysis to the County's Board members serving in these functions.
- Collaboration among local flood agencies in the Yolo Bypass/Cache Slough region increased during FY2017/18 resulting in elements of locally-preferred plans being integrated into State flood planning documents. The local collaboration also resulted in creation of a local, state and federal partnership group of executives to oversee plans for the Yolo Bypass/Cache Slough region that will continue in FY2018/19.
- The U.S. Army Corps of Engineers and the Central Valley Flood Protection Board have initiated a General Reevaluation Report (GRR) with an ecosystem-flood focus on the Yolo Bypass. The County, with the local flood partners, have signed a Memorandum of Agreement that may help ensure GRR plans are consistent with the agreed-upon local vision contained in the local Corridor Management Framework (CMF) document.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommend Budget represents no change in revenues and a decrease of \$45,271 or 4.8% in appropriations when compared to FY2017/18 Adopted Budget. This Department is funded primarily by the General Fund.

## Summary of Other Administered Budgets

## 1450 – Fund 001-Delta Water Activities Bill Emlen, Director of Resource Management Legislative & Administration

### Primary Costs

The FY2018/19 Recommended Budget decreased primarily due to the following:

- Salaries and Employee Benefits decreased by \$69,511 due to a reduction in the utilization of extra-help staffing as the amount and duration of highly technical work limits the effectiveness of utilizing extra-help staff to accomplish goals.
- Services and Supplies increased by \$59,869 primarily due to increased professional services assistance in lieu of extra-help staffing to meet work load demands. Additionally, central data processing services increased to support the Department's use of technology, including GIS mapping services to illustrate proposals and impacts in the Delta. The above increase is offset by a reduction in contracted services as a result of completion of contracts in FY2017/18. Projected costs for contracted services in FY2018/19 include continued support of the County's share of Delta County Coalition's coordinator positions and to provide for legislative advocacy.
- Other Charges decrease by \$37,042 primarily due to a reduction in Countywide Administrative Overhead charges, resulting from a decrease in the reimbursable services used from other county agencies, such as County Counsel.
- Intrafund Professional Services increased by \$5,521 primarily to offset costs for use of a Senior Planner from the Planning Division and Hydro-Geological Analyst from the Environmental Health Division who directly assist with Delta Water Activities work. This multi divisional team approach, led by the Manager, provides a cost-efficient method to address the variety of tasks implemented by this budget.

### Fixed Assets

None.

### DEPARTMENT COMMENTS

The Delta Water Activities budget continues to support an increasing number of complex water-related issues affecting Solano County. Staff track various commissions, councils and committees, and coordinate with contractors and other professional experts to respond to issues involving the Delta. Work teams utilizing staff from other divisions in the Department and within the County, led by the Manager, are also utilized to accomplish goals. The budget unit has been successful in establishing partnerships with other local agencies to accomplish tasks and share costs to achieve mutually beneficial outcomes. While the Department believes the Recommended Budget can address work demands to protect County interest in the Delta, it may be necessary to request additional funding once state and federal projects are better delineated and the extent of our partner agencies involvement corresponding with County interests are known.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<strong>REVENUES</strong>					
INTERGOVERNMENTAL REV STATE	222,485	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	20,500	0	0	0	0.0%
<strong>TOTAL REVENUES</strong>	<strong>242,985</strong>	<strong>0</strong>	<strong>0</strong>	<strong>0</strong>	<strong>0.0%</strong>
<strong>APPROPRIATIONS</strong>					
SALARIES AND EMPLOYEE BENEFITS	197,909	282,902	213,391	(69,511)	(24.6%)
SERVICES AND SUPPLIES	380,452	293,657	353,526	59,869	20.4%
OTHER CHARGES	106,561	313,319	276,277	(37,042)	(11.8%)
OTHER FINANCING USES	6,834	6,522	2,414	(4,108)	(63.0%)
INTRA-FUND TRANSFERS	43,351	42,687	48,208	5,521	12.9%
<strong>TOTAL APPROPRIATIONS</strong>	<strong>735,107</strong>	<strong>939,087</strong>	<strong>893,816</strong>	<strong>(45,271)</strong>	<strong>(4.8%)</strong>
<strong>NET COUNTY COST</strong>	<strong>492,122</strong>	<strong>939,087</strong>	<strong>893,816</strong>	<strong>(45,271)</strong>	<strong>(4.8%)</strong>
<strong>STAFFING</strong>					
DELTA WATER ACTIVITIES	1	1	1	0	0.0%
<strong>TOTAL STAFFING</strong>	<strong>1</strong>	<strong>1</strong>	<strong>1</strong>	<strong>0</strong>	<strong>0.0%</strong>

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**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

State and federal actions relative to water supply, conveyance and mitigation in the Delta have ramifications to Solano County interests, especially agriculture. Staff is monitoring federal and State legislation and other actions by agencies at all levels with an expectation of significant legislative change in FY2018/19 and beyond. Increased involvement with Delta agencies is anticipated to be significant, and require significant staff time. The need for collaborative approaches are becoming more imperative in grappling with the various competing interests for the same geographic area and water sources including Habitat restoration requiring conversion of agricultural lands, and large-scale flood risk reduction activities. Staff will continue to work with elected officials appointed to Delta oversight entities that oversee water supply, conveyance, levee investment and related activities.

The State's WaterFix (single or twin tunnels plan) has potential to significantly affect local water supply and quality for agricultural, municipal and industrial purposes. Staff will continue to actively monitor and report on activities and processes that advance permitting for the project.

Ecosystem restoration, target for the Bypass and Solano areas, will demand more attention given the State's need to implement habitat projects in FY2018/19 with looming Court and Federal Biological Opinion deadlines. The expansion of State agency habitat planning activities, and the effects of conversion of agricultural lands for tidal (and other) habitat restoration purposes, targets the southeastern portion of the County, due to its location, elevation, lack of urban development, and interconnected waterways Ecosystem restoration, could affect significant acreages identified and acquisition efforts continue. Dialogue has begun between the State and local governments to determine whether a collaborative plan for the region can be accomplished that includes all land uses and incorporated local protections.

The significance of California's changing climate pattern is evident by the recent long-term drought, followed by the flood emergency in early 2017 and a potentially dry 2017/18. Relative to drought, mandatory water restrictions will likely be reinstated for municipal and industrial users. Flood events in FY2016/17 were severe throughout the state and showcased problems with aging infrastructure and management of the State Water Project and the Federal Central Valley Project to accommodate flood events. There remains an inability to export water to the south during high flow events (when fish restrictions are minimal) due to lack of storage south of the Delta. Proposed improvements to flood infrastructure in the Yolo Bypass and Cache Slough area to reduce flood risk for other areas will affect County. Local efforts are underway and will continue in FY2018/19 to drive flood improvements in a manner that is compatible with existing land uses.

The State Water Resources Control Board has been involved in an ongoing, phased review and update to the Bay-Delta Water Quality Control Plan, which considers water quality and flow for all beneficial uses. This could revise water quality objectives for the Delta and generate additional changes in water quality.

**FUNCTION AND RESPONSIBILITIES**

The Surveyor/Engineer Budget exists to fund non-road-related surveying and engineering services provided to the public. Services funded include map checking for parcel maps, subdivision maps and records of survey; the 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 employees on a reimbursable basis through fees for services or the General Fund.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,200 or 2.6% in revenues and an increase of \$29,487 or 38.6% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the Net County Cost increased by \$28,287 or 95.4%. The increase in the overall budget is primarily for public works surveyor and engineers to assist in map review due to a general increase in development.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	35,499	44,151	43,851	(300)	(0.7%)
MISC REVENUE	3,344	2,500	4,000	1,500	60.0%
<b>TOTAL REVENUES</b>	<b>38,843</b>	<b>46,651</b>	<b>47,851</b>	<b>1,200</b>	<b>2.6%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	90,563	76,307	105,794	29,487	38.6%
<b>TOTAL APPROPRIATIONS</b>	<b>90,563</b>	<b>76,307</b>	<b>105,794</b>	<b>29,487</b>	<b>38.6%</b>
<b>NET COUNTY COST</b>	<b>51,720</b>	<b>29,656</b>	<b>57,943</b>	<b>28,287</b>	<b>95.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Interfund Services Used is increasing by \$30,000 as a result of increased demand for surveyor/engineer review of maps and inquiries from the public.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Department continues to evaluate potential fees and administrative adjustments to cover a larger percentage of the Surveyor/Engineer's budget.

## FUNCTION AND RESPONSIBILITIES

The Survey Monument Preservation Budget exists to account for and 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 Public Works Engineering Division employees on a reimbursable basis.

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$465 or 4.2% in revenues and an increase of \$90 or 0.6% in appropriations when compared to the FY2017/18 Adopted Budget. The change in the overall budget is due primarily to increased interest income, offset slightly by a decrease in recording fee revenue and increased Countywide Administrative Overhead cost allocation.

### Contracts

None.

### Fixed Assets

None.

See related Budget Unit 9123 – Fund 281 Contingencies (refer to Contingences section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	435 10,240	140 11,000	882 10,723	742 (277)	530.0% (2.5%)
<b>TOTAL REVENUES</b>	<b>10,675</b>	<b>11,140</b>	<b>11,605</b>	<b>465</b>	<b>4.2%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	121	10,000	10,000	0	0.0%
OTHER CHARGES	798	5,727	5,817	90	1.6%
<b>TOTAL APPROPRIATIONS</b>	<b>919</b>	<b>15,727</b>	<b>15,817</b>	<b>90</b>	<b>0.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(9,756)</b>	<b>4,587</b>	<b>4,212</b>	<b>(375)</b>	<b>(8.2%)</b>

## 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 Program Budget was for a \$600,000 grant from the State Housing and Community Development in 2010. The joint purpose of this grant program was to provide low-interest loans to income-qualified homeowners for housing rehabilitation on substandard structures and for the operation of a First Time Homebuyer Program, which would provide gap financing for target income first time homebuyers. This program was closed out in 2013. The program is inactive, though future program income may become available to loan out as part of a revolving loan fund.

This budget unit is part of Fund 105, which includes past housing rehabilitation programs funded under Community Development Block Grants (CDBG) or the State Housing and Community Development (HOME) that provided low-interest loans to income-qualified homeowners to conduct housing rehabilitation work to address health and safety problems and bring the structure up to current building codes. These grants have closed (budget unit 8215 – CDBG 1999, budget unit 8216 – CDBG 2000, and budget unit 8225 – HOME 2006), but funding returns to the County as program income when property owners sell or refinance their homes. Each budget unit maintains its own dedicated fund balance. The program income from the repayment of loans is made available to loan out to other qualified homeowners based on the lending guidelines of the originating grant program as part of a revolving loan fund. Fund 105 represents approximately \$1.17 million in loans from these four programs with repayment schedules primarily linked to the sale or refinancing of the residence.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall decrease of \$13 or 100.0% in revenues when compared to the FY2017/18 Adopted Budget. There is no County Contribution for this program. The primary funding sources for this fund are repayment of loans when property owners sell or refinance their homes and from charges for Countywide Administrative Overhead to manage the fund. No revenue is anticipated in FY2018/19 from either of these sources.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9165 – Fund 105 Contingencies (refer to Contingencies section in the Budget), which reflects funds available for qualified low-interest loans to income-qualified homeowners.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	37	13	0	(13)	(100.0%)
<b>TOTAL REVENUES</b>	<b>37</b>	<b>13</b>	<b>0</b>	<b>(13)</b>	<b>(100.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>37</b>	<b>13</b>	<b>0</b>	<b>(13)</b>	<b>(100.0%)</b>

**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 Homeacres Loan Program is funded by an initial 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, relocation grants and exterior lead-based paint abatement grants.

In the past, the County has contracted with Mercy Housing California and NeighborWorks Sacramento 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. Presently, Fund 120 represents approximately \$737,371 in existing loans to income-qualified homeowners and approximately \$1.52 million in funds are available for loans (see Fund 120 Contingencies). Prior promotional activity by the Department to promote available homeowner assistance programs did not generate interested homeowners who qualified under the program guidelines. In FY2018/19, the Department intends to procure a contractor to actively advertise and market fund availability and serve as the liaison between the homeowner and contractors in order to facilitate structure rehabilitation and updates through the Fund.

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$8,000 or 80.0% in revenues and an increase of \$79,981 or 8703.0% in appropriations when compared to FY2017/18 Adopted Budget. There is no County Contribution to this fund.

The primary source of revenue to the Fund is interest earnings and loan payoffs when they occur. Total anticipated revenue is \$18,000 in accrued interest income, which represents an increase of \$8,000 compared to the FY2017/18 Adopted Budget. Appropriations of \$80,900 result from \$80,000 fee for a contractor to re-vitalize the use of the Fund and serve as its administrator, \$550 for accounting services to the Fund, and \$350 for the Funds Countywide Administrative Overhead allocation. This results in a \$79,981 increase in appropriations compared to FY2017/18 Adopted Budget.

### Contracts

The FY2018/19 Recommended Budget includes a total of \$80,000 or 98.9% in contracted services which includes the following significant contracts:

- \$80,000 Marketing and Administration of Housing Rehabilitation Program

### Fixed Assets

None.

See related Budget Unit 9129 – Fund 120 Contingencies (see Contingencies section in the Budget), which reflects funds available for qualified low-interest loans to income-qualified homeowners.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	51,360	10,000	18,000	8,000	80.0%
<b>TOTAL REVENUES</b>	<b>51,360</b>	<b>10,000</b>	<b>18,000</b>	<b>8,000</b>	<b>80.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	535	550	80,550	80,000	14545.5%
OTHER CHARGES	357	369	350	(19)	(5.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>892</b>	<b>919</b>	<b>80,900</b>	<b>79,981</b>	<b>8703.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(50,467)</b>	<b>(9,081)</b>	<b>62,900</b>	<b>71,981</b>	<b>(792.7%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes \$80,000 for a contractor to administer the Fund, including actively advertise/market availability of the Fund, serve as a liaison between the homeowner and contractors as needed, and track individual project costs and reimbursements.

**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.

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**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:

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 out 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) for 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.

1518 Neighborhood Stabilization Program 3

The Neighborhood Stabilization Program 3 (NSP3) grant program was closed out March 2014, though the program will continue as funds derived from program income can be utilized for ongoing assistance in the two target income areas.

The NSP3 provided grant funds 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 approved a Subrecipient Agreement with the City of Fairfield to administer the program on behalf of the County. This grant program is now closed, but did have a total budget of \$1,622,757 to utilize in the two targeted neighborhoods, during the life of the program.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no changes in revenues or appropriations when compared to the FY2017/18 Adopted Budget. The Housing Authority budget tracks the pass-through of the \$2.3 million in Federal Revenue for section 8 housing programs for the unincorporated areas of Solano County and the cities of Rio Vista and Dixon. No NSP3 Program income is anticipated in FY2017/18. There is no County Contribution for this program.

Contracts

The FY2018/19 Recommended Budget includes a total of \$2,300,000 or 100.0% in contracted services which includes the following significant contracts:

- \$2,300,000 for an existing agreement with City of Vacaville who serves as administrator of the Housing Authority program.

Fixed Assets

None.

**Summary of Other Administered Budgets****1510 – Fund 150-Housing Authority  
Bill Emlen, Director of Resource Management  
Other Protection**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	2,225,538	2,300,000	2,300,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,225,538</b>	<b>2,300,000</b>	<b>2,300,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	2,225,538	2,300,000	2,300,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>2,225,538</b>	<b>2,300,000</b>	<b>2,300,000</b>	<b>0</b>	<b>0.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget. 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.

## FUNCTION AND RESPONSIBILITIES

This budget served as a conduit for a \$400,000 Community Development Block Grant from the California Department of Housing and Community Development (HCD) to provide a grant-funded program to offer technical assistance to microenterprise businesses. The program was administered with assistance of a sub-recipient agreement with the Solano Community College Small Business Development Center. The program closed in March 2017.

Under the Microenterprise Technical Assistance Program, existing and potential microenterprise businesses could receive training and counseling to grow their business. By definition, microenterprise means the business consists of five or fewer people. Technical assistance services were 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 provided businesses located in the unincorporated area of Solano County (and non-entitlement cities) with working capital to enhance the viability of their business. The program targeted businesses that were either owned by or employed residents who earned 80% or less of the median family income in Solano County.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The Department discovered during initial implementation of this program that the loans were not suited for businesses typically located in the unincorporated area, and that they are more geared to city "store front" businesses and designed to bring economic development into a specific, defined area. Also, the loan rates were no better than those businesses could find in the open marketplace. This resulted in underutilization of the loans and this program. The Department worked closely with HCD to extend the time frame for implementation and to restructure the program so that the revenue previously allocated for loans could be used for technical assistance. This has resulted in this program being utilized by businesses located in the unincorporated area of Solano County and non-entitlement cities. The grant expired at the end of March 2017.

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$2,441 or 46.5% in revenues and a decrease of \$1,744 or 38.3% in appropriations when compared to the FY2017/18 Adopted Budget. There is no County Contribution for this program. The decrease in revenue and appropriations results from the expiration of the grant in FY2017/18. The revenue and appropriations in FY2018/19 represent the final charges for Countywide Administrative Overhead and the offsetting revenue. As no future revenues are anticipated, this budget unit will be closed out in FY2018/19.

### Contracts

None.

### Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	(54)	250	0	(250)	(100.0%)
INTERGOVERNMENTAL REV STATE	18,413	5,000	0	(5,000)	(100.0%)
MISC REVENUE	0	0	2,809	2,809	0.0%
OTHER FINANCING SOURCES	231,000	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>249,359</b>	<b>5,250</b>	<b>2,809</b>	<b>(2,441)</b>	<b>(46.5%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	199,407	2,853	0	(2,853)	(100.0%)
OTHER CHARGES	630	1,700	2,809	1,109	65.2%
<b>TOTAL APPROPRIATIONS</b>	<b>200,037</b>	<b>4,553</b>	<b>2,809</b>	<b>(1,744)</b>	<b>(38.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(49,322)</b>	<b>(697)</b>	<b>0</b>	<b>697</b>	<b>(100.0%)</b>

**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.

## **2950 – Fund 012-Fish/Wildlife Propagation Program    Summary of Other Administered Budgets**

### **Bill Emlen, Director of Resource Management**

### **Other Protection**

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#### **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 collected from settlements involving wetlands. Funds collected are distributed through a competitive grant process 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. These programs are administered by the Department of Resource Management, 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 of Supervisors for approval.

#### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$182 or 8.3% in revenues and no change in appropriations when compared to FY2017/18 Adopted Budget and a \$182 increase of the Fish and Wildlife Propagation Fund Balance.

##### Primary Funding Sources

The primary funding sources for the fund are fine monies collected within the County from violation of Fish and Game laws and mitigation funds collected from settlements involving wetlands. It is anticipated that revenues from Vehicle Code Fines will be \$1,921 and interest income on the fund will be \$100, which results in a \$182 decrease in revenues into the fund compared to FY2017/18 Adopted Budget.

##### Primary Costs

The FY2018/19 Recommended Budget Includes no change in appropriations.

Contribution to Non-County Agencies remains at \$12,500, which is the amount available in fund balance for grant awards for fish and wildlife projects in FY2018/19.

##### Contracts

None.

##### Fixed Assets

None.

See related Budget Unit 9312 – Fund 012 Contingencies (refer to Contingencies section of the Budget).

#### **DEPARTMENT COMMENTS**

An improved advertising strategy was implemented in FY2017/18 resulting in an increased number of applications being received during the competitive grant cycle. The Department intends to continue this strategy in FY2018/19 and expects to award \$12,500 in grants for projects. The success in FY2017/18 and projected for FY2018/19 in awarding grants means that there may be insufficient funds in FY2019/20 to award to projects. If the fund balance is not sufficient in subsequent fiscal years, then the Department will need to refrain from opening the competitive grant cycle until the fund balance is increased to an amount that will allow for a successful grant cycle.



**Summary of Other Administered Budgets    2950 – Fund 012-Fish/Wildlife Propagation Program**  
**Bill Emlen, Director of Resource Management**  
**Other Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	4,059	1,921	1,921	0	0.0%
REVENUE FROM USE OF MONEY/PROP	368	100	100	0	0.0%
CHARGES FOR SERVICES	0	182	0	(182)	(100.0%)
<b>TOTAL REVENUES</b>	<b>4,427</b>	<b>2,203</b>	<b>2,021</b>	<b>(182)</b>	<b>(8.3%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	384	440	435	(5)	(1.1%)
OTHER CHARGES	2,507	14,500	14,505	5	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>2,891</b>	<b>14,940</b>	<b>14,940</b>	<b>0</b>	<b>0.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(1,536)</b>	<b>12,737</b>	<b>12,919</b>	<b>182</b>	<b>1.4%</b>

**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.

**Bill Emlen, Director of Resource Management  
Recreation Facility**

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**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 high quality customer service and safety for park patrons, park revenue fee collection, park maintenance and repairs, and being responsible stewards of our parks' resources so the parks remain available for public use and enjoyment. The Division is responsible for public access, public safety and maintenance operations of three campgrounds, two picnic areas, one sand beach, two motorized and one small craft boat launches, two fishing piers, one trail access and staging area and the Lake Solano Nature Center. Additional responsibilities include ongoing cleaning and maintenance of over 200 acres of turf, landscaping, paved roads and parking lots, restrooms and shower buildings, a fishing pond, water wells, sewage systems, exhibits, and other park facilities, assets, and equipment.

The Division, with the assistance of two contracted volunteer coordinators, administers a Park Volunteer Program that provides camp hosts, tour docent environmental education programs and volunteer labor for trail and environmental restoration projects. The Division also manages contracts and ensures completion of work to improve fish and wildlife education and habitat restoration efforts awarded through the County's Fish and Wildlife Propagation Fund.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Challenges:

- A shift from tent camping to recreational vehicle (RV) use is resulting in increased demand for electricity, water, and RV dump station use, especially at Sandy Beach Park. This transition has caused dramatic cost increases for providing these services. The parks' dump stations are relatively unmonitored, which can result in multiple dumps by single users and excessive water use to flush waste tanks, thereby increasing the frequency and costs to pump the dump stations' vaults. To address this, the Department will be partnering with a private vendor to install an automated pay device that controls access to the dump station at Sandy Beach Park. If successful, the Department may expand use of this device to the dump stations at Lake Solano Park in subsequent fiscal years.
- Maintaining adequate staffing levels to maintain operations during the extended peak season continues to be challenging given recent recruitment and retention trends for the seasonal Park Aides. The Park and Recreation Division's operational model is based on six permanent ranger staff being supported by up to nine Park Aides, which allows parks' staffing to expand and contract to efficiently meet seasonal use demands. Historically, the Department was successful in both recruiting and retaining seasonal staff to support this staffing model, with the majority of seasonal Park Aides returning year after year, and in some instances, being promoted into full-time positions as openings occurred. Recently, the Department has experienced a reduction in the number of qualified applicants for the Park Aide positions. This results in increased seasonal vacancies during the busy peak season, creating operational impacts. The Department will evaluate this staffing model during FY2018/19.

Accomplishments:

- The Division's Park Volunteer Program provided over 50 public outreach events (guided tours and special events) during FY2017/18 at Lake Solano Park, Lynch Canyon Open Space Park and Sandy Beach, most of which were organized by two contracted volunteer coordinators and run by public volunteers. Volunteers contributed over 350 hours of their time. This included performing stewardship work, such as native vegetation planting, trail improvements, and organized community cleanup events at the parks, and acting as volunteer Camp Hosts at the Sandy Beach and Lake Solano campgrounds. The parks continue to utilize and develop new volunteers to perform restoration project work and maintain and build programs to attract visitors.

**WORKLOAD INDICATORS**

- During the period of July 1, 2016 – June 30, 2017 (FY2016/17), an estimated 192,375 visitors were served at the County Parks, which is a 4.5% increase from the 183,653 visitors from the prior year (FY2015/16). This equates to 32,062 park visitors per permanent ranger position. This level of interaction with the public occurs in conjunction with performing park asset maintenance, cleaning, project coordination and working with our partners.

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- In FY2017/18, the Division maintained visitor use levels consistent with trends from FY2015/16 and FY2016/17, and at Midyear achieved 52% of FY2016/17 Recreation Services revenues.
  - During the period of July 1, 2017 – June 30, 2018, managed 9 grant contracts worth \$13,397 that were awarded to local organizations to improve fish and wildlife education and habitat restoration efforts in Solano County.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$196,205 or 12.7% in revenues and an increase of \$40,110 or 2.3% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the General Fund Contribution is increased by \$99,358 and the Parks use of Fund Balance is decreased by \$156,095.

Primary Funding Sources

The primary funding sources for Parks are fees charged for services, property tax revenues and ABX1 26 pass-through revenues (formerly redevelopment pass-through revenues), with the remaining funding from the General Fund and grants.

For FY2018/19 the net increase in revenues are primarily due to the following:

- Revenue from Taxes, including property taxes and ABX1 26 pass-through revenues, of \$738,517 show a net increase of \$51,849.
- Use of Money and Property revenue of \$16,962 is a decrease of \$5,739 due to an anticipated reduction of kayak and canoe rentals based on trends from previous years and less anticipated Interest Income from fund balance.
- Intergovernmental Revenues remain unchanged and is expected to be \$8,216 from fines received by state agencies and property tax relief reimbursements.
- Charges for Service of \$599,210 are increasing by \$50,737 because of recreation fees collected from visitor use for camping, day use and boat launch. This increase also includes \$11,745 in projected revenue from use of an automated dump station access control device to be installed at Sandy Beach Park this fiscal year.
- Miscellaneous Revenues, which are the result of donations and sale for firewood at the campgrounds, remain unchanged at \$7,800.
- Other Financing Sources of \$366,108 is increasing by \$99,358 as a result of increased General Fund Contribution to offset operation costs.

Primary Costs

For FY2018/19 the net increase in appropriations are primarily due to the following:

- Salary and Benefits of \$897,411 are increasing by \$85,584 due to increases in salaries for regular and extra help staff, various retirement costs, and FICA costs. Medical, vision, life and disability insurances are increasing due to changes in plan types and costs. A decrease in unemployment and compensation insurance offset these costs.
- Services and Supplies of \$631,120 represent a net decrease \$29,977 primarily from the following:
  - \$102,846 net decrease in Maintenance Buildings and Improvements results from completion of one-time project work in FY2017/18. The projection for FY2018/19 includes continued repair or replacement of facilities and improvement projects associated with keeping the park facilities in proper condition to provide for a safe experience in the parks and the installation of the automated paid access control device on the dump station at Sandy Beach.
  - \$39,806 increase in Household Expense primarily due to increased costs for recreational vehicle (RV) dump station waste removal services.
  - \$12,946 increase in Utilities is based on increased park use, change in user demographic (trend towards more RV use), and current utility rates.
  - \$3,221 increase in Contracted Services for administration of docent and volunteer services, environmental education programs, and purchases of planting project materials at Lake Solano Park and Lynch Canyon Open Space.

**Bill Emlen, Director of Resource Management  
Recreation Facility**

- \$2,150 increase in Software Maintenance and Support includes \$1,800 software to operate the proposed automated paid access control device at the Sandy Beach Park dump station.
- Other Charges of \$248,775 has a net increase of \$9,805 resulting from increased costs for Countywide Administrative Overhead partially offset by a decreased cost for park patrol by Sheriff's Office personnel.
- Other Financing Uses of \$7,329 has a decrease of \$12,302 from reduction in the pension obligation bond rate.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9316 – Fund 016 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

The Parks Recommended Budget continues the Division's current initiatives to maintain quality park facilities, ensure correct staffing levels to meet public demands for park operating hours and a 365-day per year schedule, expand public outreach and promotional efforts to improve revenues, and enhance park stewardship and environmental education by working with our partners.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	660,497	686,668	738,517	51,849	7.6%
FINES, FORFEITURES, & PENALTY	709	800	800	0	0.0%
REVENUE FROM USE OF MONEY/PROP	24,657	22,701	16,962	(5,739)	(25.3%)
INTERGOVERNMENTAL REV STATE	(4,542)	8,216	8,216	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	93,487	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	3,045	0	0	0	0.0%
CHARGES FOR SERVICES	586,779	548,473	599,210	50,737	9.3%
MISC REVENUE	7,329	7,800	7,800	0	0.0%
GENERAL FUND CONTRIBUTION	266,750	266,750	366,108	99,358	37.2%
<b>TOTAL REVENUES</b>	<b>1,638,712</b>	<b>1,541,408</b>	<b>1,737,613</b>	<b>196,205</b>	<b>12.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	694,781	811,827	897,411	85,584	10.5%
SERVICES AND SUPPLIES	514,205	661,097	631,120	(29,977)	(4.5%)
OTHER CHARGES	224,221	238,970	248,775	9,805	4.1%
F/A EQUIPMENT	12,015	13,000	0	(13,000)	(100.0%)
OTHER FINANCING USES	159,437	19,631	7,329	(12,302)	(62.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,604,659</b>	<b>1,744,525</b>	<b>1,784,635</b>	<b>40,110</b>	<b>2.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(34,053)</b>	<b>203,117</b>	<b>47,022</b>	<b>(156,095)</b>	<b>(76.8%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Household Expense is increased by \$39,806 primarily due to increased costs for recreational vehicle (RV) dump station waste removal services resulting from use of the dump stations by RV campers at Sandy Beach and Lake Solano. The Recommended Budget includes costs to install an automated controlled access device that will help ensure proper use of the dump station and help recover a portion of the cost for its maintenance.
- Maintenance Buildings and Improvements expenses decreased by \$102,051 from completion of one-time project work associated with parking lot resurfacing, playground fall protection surface replacement, and drinking water well repairs in FY2017/18.

- The Department is projecting an increase of \$50,737 from the previous year in recreation fees projected to be collected from visitor use, such as those for camping, day use and boat launch. This increase corresponds with increasing trends in park use seen the past four fiscal years and is now being realized in the Recommended Budget as this higher trend in use is consistently occurring, and does not appear to be a short-term spike in use.
- Transfers-In County Contributions is increasing by \$99,358 General Fund Contribution to offset general operational costs for the parks.

**SUMMARY OF POSITION CHANGES**

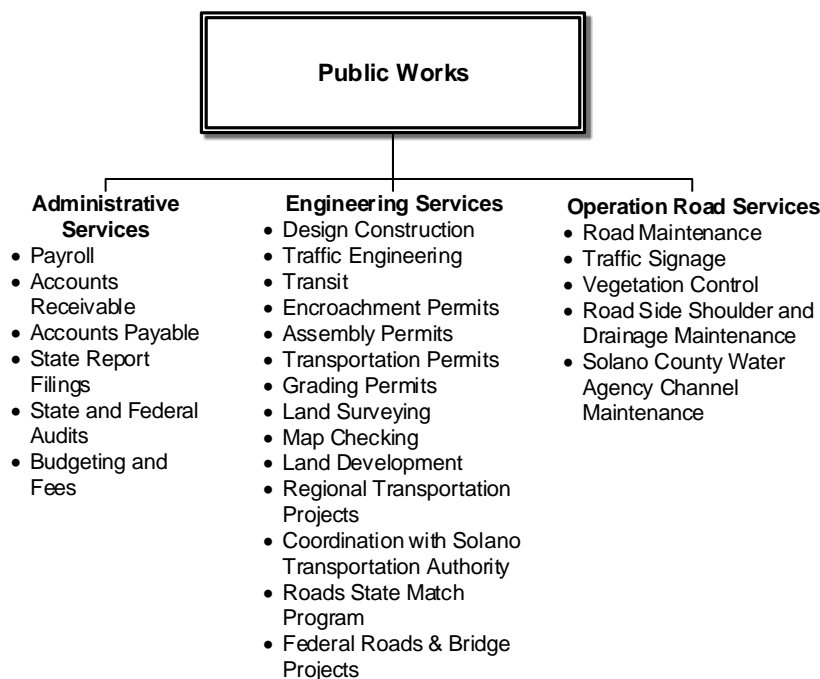
There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Department continues its involvement in evaluating possible formation of a Regional Parks and Open Space District. Primary funding for this effort is provided through Resource Management (BU 2910) by utilization of Planning Division staff. However, the Parks Manager will be involved in this process throughout FY2018/19.

Current use of the Parks has been at or near record levels, providing improved recreational revenue to offset park operation costs. This is tempered by the fact that labor costs and costs associated with providing services to more parks' visitors have increased. The Department will continue to evaluate staffing options and operational cost control measures that maintains availability of the parks to the public and provides quality parks experiences, while controlling costs.

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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 traveling public.

### Budget Summary:

FY2017/18 Midyear Projection:	21,573,245
FY2018/19 Recommended:	23,053,180
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	66

### FUNCTION AND RESPONSIBILITIES

The Public Works Budget of the Department of Resource Management consists of two organizational Divisions – 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' primary responsibilities are to:

- Maintain 578 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 93 bridges and 43 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 59 miles of drainage channels under contract with the Solano County Water Agency.

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).

**Bill Emlen, Director of Resource Management**  
**Public Ways**

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- 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 612 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.

#### 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**

#### Challenges:

- Increased funding as a result of SB 1, while very positive overall, increases the necessity to deliver projects in a timely manner. A substantial increase in staff time is to be expected to meet this delivery schedule. At the same time, the Department has experienced the loss of some experienced staff to other agencies as a result of the need for qualified engineers to design, review and inspect the newly increased road construction project demand occurring statewide.
- The cleanup of illegally dumped roadside solid waste continues to impact the availability of road crews for other road repair and maintenance projects and the Road Fund. Road Crews spent an average of 1,401 hours or 0.82 FTE in FY2016/17 removing illegally disposed waste from the roadway. This is projected to increase by 12% to 1,580 hours in FY2017/18. The Resource Management Department is collaborating across its Divisions and with the Sheriff's Office to address this issue, including implementation of an enhanced advertising campaign to highlight reporting illegal dumping and partnering on the purchase and placement of cameras at several common illegal dumping sites.
- The Department is finding it more challenging to receive timely bids for project contracts within the estimated project cost. With the improving economy the opportunities for employment in road related work with government agencies, especially at the state level, and the private sector has resulted in a general labor shortage affecting the private sector. At the same time the number of projects available for bid statewide has increased and cost of materials, because of market supply and demand issues, has risen. This is causing fewer businesses to bid on projects, causing less competition and higher contract prices. The Department expects this trend to continue as revenue available for road construction and the immediate need for qualified workers increases statewide.

#### Accomplishments:

- Maintained a pavement condition index of 81, which is an average of the County's road pavement conditions. This ranking places Solano County roads in the "very good" category and among the highest ranked jurisdictions in the Bay Area.
- Delivered a significant number of construction projects including construction on Cordelia Lake Herman Road, Pleasants Valley Road shoulder widening, completed signage, striping, and traffic safety improvements at 14 locations including the intersections of Pitt School and Porter Roads, Porter and Midway Roads, Fry and Lewis Roads, Fry and Meridian Roads,



## Functional Area Summary

## 3010 – Fund 101-Public Works Bill Emlen, Director of Resource Management Public Ways

and Green Valley and Rockville Roads, replaced guardrails damaged by car accidents at 7 locations, completed La Vera Court repairs, Hay Road improvements, and Hawkins Road improvements. Additionally, emergency storm repair work was completed on Shiloh and Gibson Canyon Roads, and emergency opening work was completed at multiple locations across the County.

- Performed significant design work for various large road projects, including installing and replacing guardrails at 22 locations, upgrading striping on several roads, Cherry Glen Culvert Repairs, and resurfacing 15 County roads.

### WORKLOAD INDICATORS

- During the period of July 1, 2017 – June 30, 2018, Public Works Operations chip-sealed 31 miles on 24 County roads to extend the life of the paved surfaces.
- During the same 12-month period, Engineering staff completed work on 7 moderate to large sized road improvement projects.
- During the same 12-month period, Engineering staff worked on the design, environmental review, construction inspection, and right-of-way acquisition of 6 additional road projects.
- During the same 12-month period, continued engineering work on 3 different bridges at various stages of project development.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ROADS STATE MATCH PROGRAM	100,000	100,000	-	(100,000)	(100.0%)
FEDERAL ROADS & BRIDGE PROJECTS	6,588,595	5,708,482	3,349,603	(2,358,879)	(41.3%)
ENGINEERING SERVICES	685,780	1,500,540	1,157,900	(342,640)	(22.8%)
OPERATION ROAD SERVICES	722,685	627,723	710,569	82,846	13.2%
ADMINISTRATIVE SERVICES	8,533,716	9,214,800	15,970,743	6,755,943	73.3%
<b>TOTAL REVENUES</b>	<b>16,630,776</b>	<b>17,151,545</b>	<b>21,188,815</b>	<b>4,037,270</b>	<b>23.5%</b>
<b>APPROPRIATIONS</b>					
FEDERAL ROADS & BRIDGE PROJECTS	6,925,017	5,049,157	2,502,075	(2,547,082)	(50.4%)
ENGINEERING SERVICES	2,988,812	4,579,803	9,819,193	5,239,390	114.4%
OPERATION ROAD SERVICES	7,397,596	8,183,529	8,999,918	816,389	10.0%
ADMINISTRATIVE SERVICES	2,120,894	2,258,734	1,731,994	(526,740)	(23.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>19,432,319</b>	<b>20,071,223</b>	<b>23,053,180</b>	<b>2,981,957</b>	<b>14.9%</b>
<b>NET CHANGE</b>					
ROADS STATE MATCH PROGRAM	(100,000)	(100,000)	-	100,000	(100.0%)
FEDERAL ROADS & BRIDGE PROJECTS	336,422	(659,325)	(847,528)	(188,203)	28.5%
ENGINEERING SERVICES	2,303,031	3,079,263	8,661,293	5,582,030	181.3%
OPERATION ROAD SERVICES	6,674,911	7,555,806	8,289,349	733,543	9.7%
ADMINISTRATIVE SERVICES	(6,412,823)	(6,956,066)	(14,238,749)	(7,282,683)	104.7%
<b>NET CHANGE</b>	<b>2,801,541</b>	<b>2,919,678</b>	<b>1,864,365</b>	<b>(1,055,313)</b>	<b>(36.1%)</b>

<b>STAFFING</b>					
ROADS STATE MATCH PROGRAM	0	0	0	0.0	0.0%
FEDERAL ROADS & BRIDGE PROJECTS	0	0	0	0.0	0.0%
ENGINEERING SERVICES	17	17	19	2.0	11.8%
OPERATION ROAD SERVICES	42	42	42	0.0	0.0%
ADMINISTRATIVE SERVICES	5	5	5	0.0	0.0%
<b>TOTAL STAFFING</b>	<b>64</b>	<b>64</b>	<b>66</b>	<b>2.0</b>	<b>3.1%</b>

**Bill Emlen, Director of Resource Management**  
**Public Ways**

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## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$4,037,270 or 23.5% in revenues and an increase of \$2,981,957 or 14.9% in appropriations when compared to FY2017/18 Adopted Budget. As a result, the net Road Fund cost decreased by \$1,055,313 or 36.1%, resulting in a projected Fund Balance of \$6,134,965.

### Primary Funding Sources

The primary funding sources for Public Works are the Highway Users Tax Assessment (HUTA), commonly referred to as the gas tax, the Road Repair and Accountability Act (SB 1), and property taxes. 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 the federal gas tax which was established at 18.4 cents per gallon 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 the State's gas tax established in 2010, which is indexed on the price of gas and includes an inflation index. The significant reduction in the price of gas over the last few years has substantially reduced the gas tax revenue that the County receives. However, the State increased the excise tax in FY2017/18, but did not increase the rate again in FY2018/19.

Passed into law in 2017, the Road Repair and Accountability Act, also known as SB 1, provides new revenues for maintenance, repairs, and safety improvements on California's roadways. Local agencies began receiving funding in early 2018, and the County is anticipating \$6.6 million in SB 1 revenue in FY2018/19, with increasing amounts in subsequent years.

Public Works anticipates receiving a total of \$7.8 million of HUTA funding and \$6.6 million of SB 1 revenue in FY2018/19 and \$1.1 million in property taxes. Public Works also receives federal funding on a project specific reimbursement basis. In FY2018/19, \$2.9 million in federal funding is anticipated.

The FY2018/19 Recommended Budget includes an \$4,037,270 or 23.5% increase in revenues primarily due to the following:

- Taxes of \$1,151,685 are increasing by \$51,953 primarily from increases to Current Secured and Supplemental Secured resulting from increased property valuations.
- Licenses, Permits and Franchise Revenue of \$207,300 is increasing by \$10,800 from the anticipated level of grading, encroachment and other permitting work.
- Revenue from Use of Money and Property of \$127,015 is increasing by \$18,016 primarily from increases from interest on the Road Fund.
- Intergovernmental Revenues of \$18,148,679 are increasing by \$4,028,876. This is primarily due to an increase of \$6,587,755 in State Highway Users due to the passage of the Road Repair and Accountability Act (SB 1) offset by a decrease in the County's Highway Users Tax allocation of \$54,671. Federal revenue is decreasing by \$2,701,879 for reimbursement of federally funded projects including Farm to Market Phase II, Highway Safety Improvement Program (HSIP) Guardrail and Striping, Lynch Canyon Improvements, and the Stevenson Road Bridge project. An increase of \$143,000 in Other Governmental Agency work results from reimbursement by the Solano Land Trust for the Cordelia Hills Sky Valley Improvement project and the City of Vacaville for a portion of the Cherry Glen Culvert Replacement project in FY2018/19 compared to reimbursement from the Solano Transportation Authority for various road projects in FY2017/18.
- Charges for Services of \$968,635 has an increase to of \$140,689 primarily for Public Works Operations to provide channel maintenance to the Solano County Water Agency and litter pickup along County Roads, and for Public Works Engineering to provide County Surveyor services to the public and engineering services to the Lighting District.
- Miscellaneous Revenues of \$3,500 is increasing by \$1,800 as a result of increased scrap metal sales.
- Other Financing Sources of \$582,000 will decrease by \$205,000. This is due to a large Transfers-In to the fund in FY2017/18 of fees collected across multiple years to cover road repair along Hay Road. In FY2018/19, only the current fiscal year's road damage fees will be transferred to pay the remaining cost of that project.

**Primary Costs**

The FY2018/19 Recommended Budget includes a \$2,981,957 or 15% increase in appropriations due to the following:

- Salaries and Employee Benefits of \$8,263,045 are increasing by \$756,690 primarily from increases in salary, retirement, health insurance and other employment costs for existing staff, and for the addition of two Engineering Technicians to assist with the survey, design and construction inspection of the expanding list of projects driven by new State revenue. One Engineering Technician was added at Midyear FY2017/18, while the other is proposed to be added with this Recommended Budget.
- Services and Supplies of \$6,289,539 reflect an overall increase of \$1,201,047 primarily due to an increase for construction contracts due to increased project load, including the Highway Safety Improvement Program (HSIP) Guardrail and Striping projects, Microsurfacing Project 2018, and Metal Beam Guardrail Replacement. There is also an increase in Central Data Processing Services to support the budgets use of technology offset by a decrease in Consulting Services as design work is being performed in-house for various projects.
- Other Charges of \$998,677 are increasing by \$57,488 primarily from increases in Countywide and Departmental Administrative Overhead.
- Fixed Assets of \$7,240,500 are increasing by \$1,036,643 primarily from increases to Construction in Progress attributed to the Rubberized Surfacing Project, Cherry Glen Culvert Replacement, Farrell Road Intersection Improvements, Cordelia Hills Sky Valley Trail Improvements, and other construction projects and increases for construction equipment necessary for road maintenance activities.
- Other Financing Uses of \$261,419 is decreased by \$69,911 as a net result of decreases in pension obligation bond rates offset with increases for purchase of a construction inspection vehicle and construction projects to secure the corporation yards and remove old fuel tanks.

**Contracts**

The FY2018/19 Recommended Budget includes a total of \$8,626,000 or 30% in contracted service which includes the following significant contracts:

**Non-Federal public works contracts**

- \$3,825,000 Rubberized Surfacing Project
- \$1,000,000 Farrell Road Intersection Improvements
- \$800,000 Cherry Glen Culvert Replacements
- \$420,000 Microsurfacing Project
- \$100,000 Metal Beam Guardrail Replacement

**Federally funded contracts**

- \$1,505,000 Highway Safety Improvement Program (HSIP) Guardrail
- \$380,000 Highway Safety and Improvement Program (HSIP) Striping
- \$305,000 Cordelia Hills Sky Valley Trail Improvements

**Fixed Assets**

- \$180,000 Backhoe used for paving, grading, culvert maintenance, and material loading.
- \$165,000 Boom Mower for vegetation management improving safety by increasing site visibility and reducing fire danger.
- \$135,000 Flat Bed Truck for transporting boxed or pallet materials and heavy equipment.
- \$130,000 Side Mount Mower for vegetation management on the County's roads and culverts.
- \$120,000 Skip Loader Tractor used in paving, grading, loading materials, and litter pickup.

**Bill Emlen, Director of Resource Management**  
**Public Ways**

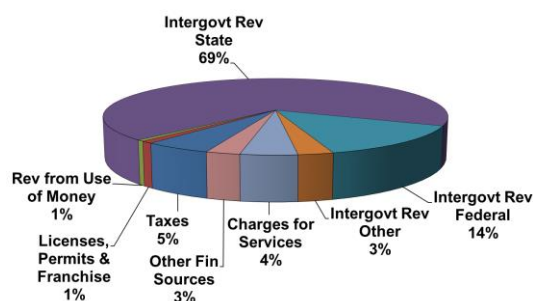
- \$65,000 Road Widener to bring shoulders and lane widths up to Caltrans specifications.
- \$30,000 15-Ton Trailer 5<sup>th</sup> Wheel used to transport heavy equipment throughout the County.
- \$25,000 6-Wheel All-Terrain Vehicle to reach areas for channel maintenance not accessible by heavy equipment.
- \$15,500 Breaker (Jack Hammer) necessary to break up concrete and thick road materials.
- \$12,000 Cold Planer to remove thermo-striping on roadways in preparation for chip seals.
- \$5,000 K-Rail Clamp to safely place K-Rail barriers where needed.

### DEPARTMENT COMMENTS

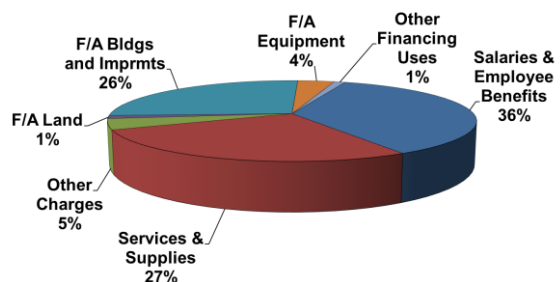
Due to the passage of the Road Repair and Accountability Act (SB 1), State revenue to the Road Fund will double in FY2018/19. This allows the Department to significantly increase its proposed nonfederal project road work to address road maintenance and safety needs. The projects must be included in the FY2018/19 Budget in order to facilitate obtaining the required SB 1 revenue. While projects and additional staffing are included in the Recommended Budget, if adopted, the Department will take a cautious approach and wait until after the November 2018 elections before initiating several large nonfederal projects to ensure that SB 1 related revenues are secure.

In addition to road and bridge repair, the County will also focus on its culvert system, implementing the Culvert Inventory Project to establish a framework for inspecting and assessing the remaining life for concrete box culverts. The County has a large inventory of aging culverts that will need replacement, and this inspection process will aid in prioritizing these culvert projects.

### SOURCE OF FUNDS



### USE OF FUNDS



## Functional Area Summary

## 3010 – Fund 101-Public Works Bill Emlen, Director of Resource Management Public Ways

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	1,202,813	1,099,732	1,151,685	51,953	4.7%
LICENSES, PERMITS & FRANCHISE	234,400	196,500	207,300	10,800	5.5%
FINES, FORFEITURES, & PENALTY	84	0	0	0	0.0%
REVENUE FROM USE OF MONEY/PROP	114,511	109,000	127,016	18,016	16.5%
INTERGOVERNMENTAL REV STATE	7,376,227	8,011,321	14,599,076	6,587,755	82.2%
INTERGOVERNMENTAL REV FEDERAL	5,964,687	5,653,482	2,951,603	(2,701,879)	(47.8%)
INTERGOVERNMENTAL REV OTHER	535,920	455,000	598,000	143,000	31.4%
CHARGES FOR SERVICES	1,132,863	827,946	968,635	140,689	17.0%
MISC REVENUE	13,298	1,700	3,500	1,800	105.9%
OTHER FINANCING SOURCES	55,975	787,000	582,000	(205,000)	(26.0%)
GENERAL FUND CONTRIBUTION	0	9,864	0	(9,864)	(100.0%)
<b>TOTAL REVENUES</b>	<b>16,630,777</b>	<b>17,151,545</b>	<b>21,188,815</b>	<b>4,037,270</b>	<b>23.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	6,960,082	7,506,355	8,263,045	756,690	10.1%
SERVICES AND SUPPLIES	3,320,042	5,088,492	6,289,539	1,201,047	23.6%
OTHER CHARGES	807,760	941,189	998,677	57,488	6.1%
F/A LAND	1,490,407	260,000	288,000	28,000	10.8%
F/A BLDGS AND IMPRMTS	5,493,953	5,187,857	6,070,000	882,143	17.0%
F/A EQUIPMENT	1,086,155	756,000	882,500	126,500	16.7%
OTHER FINANCING USES	273,920	331,330	261,419	(69,911)	(21.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>19,432,319</b>	<b>20,071,223</b>	<b>23,053,180</b>	<b>2,981,957</b>	<b>14.9%</b>
<b>NET CHANGE</b>	<b>2,801,541</b>	<b>2,919,678</b>	<b>1,864,365</b>	<b>(1,055,313)</b>	<b>(36.1%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Revenue from the state for road construction and improvement projects is increasing by a net of \$6,587,755 primarily due to the passage of SB 1 offset by a reduction of \$54,671 in fuel taxes received through the existing Highway Users Tax. If SB 1 should be repealed at the November 2018 elections, then a significant portion of this revenue will not be realized and the Department will adjust its non-federal project load significantly to match the reduced revenue.
- Federal revenue is decreasing by \$2,701,879 as a result of a reduction and re-prioritization of federally funded projects.
- The addition of two Engineering Technician positions to meet the demands of an increased project load will result in an increased cost of \$194,146 for salaries and benefits, supplies and equipment.

### SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2017/18 Budget are provided below:

On March 13, 2018 as part of the Midyear Budget Report the Board approved the following position changes:

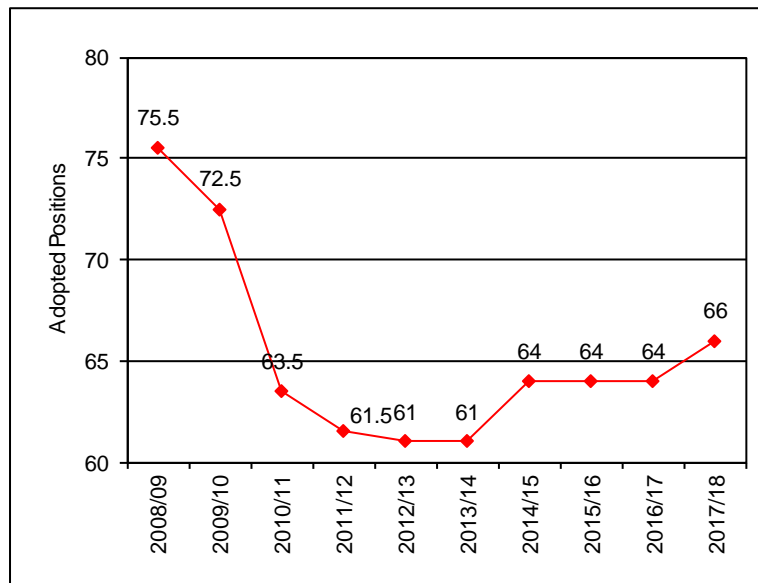
- Added 1.0 FTE Engineering Technician to assist with the design and construction inspection of the expanding list of projects driven by the new State revenues.

The FY2018/19 Recommended Budget includes the following position changes:

- Add 1.0 FTE Engineering Technician to support the survey section of Public Works Engineering with the expanding list of projects, returning the survey crew to a three-person operation.

Bill Emlen, Director of Resource Management  
Public Ways

## STAFFING TREND



## PENDING ISSUES AND POLICY CONSIDERATIONS

The Department's Capital Improvement Plan is tiered to include projects based on anticipated SB 1 revenue. A coalition opposing SB 1 is proposing a ballot measure aimed at the November 2018 statewide election to repeal the new gas tax. If it qualifies for the ballot and the repeal is successful, significant reduction in SB 1 revenue will occur for the remainder of FY2018/19 and subsequent fiscal years, decreasing the ability of the Department to complete non-federal projects. For this reason, the Department will take a cautious approach to expenditures in FY2018/19. Although the FY2018/19 Recommended Budget includes increased nonfederal project expenditures, the Department will wait for the outcome of the November 2018 election before initiating the \$3.2 million Rubberized Surfacing project.

**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	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
3030 REGIONAL TRANSPORTATION PROJ	0	13,000	15,621	2,621	20.2%
3020 PUBLIC WORKS IMPROVEMENT	1,131,366	509,000	550,236	41,236	8.1%
<b>APPROPRIATIONS</b>					
3030 REGIONAL TRANSPORTATION PROJ	12,879	13,000	15,621	2,621	20.2%
3020 PUBLIC WORKS IMPROVEMENT	52,358	601,000	475,000	(126,000)	(21.0%)
<b>NET CHANGE</b>					
3030 REGIONAL TRANSPORTATION PROJ	12,879	0	0	0	0.0%
3020 PUBLIC WORKS IMPROVEMENT	(1,079,008)	92,000	(75,236)	(167,236)	(181.8%)

A summary of the budgets administered by the Public Works Department is provided on the following pages.

**3030 – Fund 101-Regional Transportation Project**  
**Bill Emlen, Director of Resource Management**  
**Public Ways**

**Summary of Other Administered Budgets**

**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 of 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, 2018, is projected to be \$881,000.

On December 3, 2013, the Board adopted a resolution as part of the County Public Facilities Fee (PFF) Update which included a transportation fee component. This fee was established as a means to address the impact of growth on the county regional road system. The transportation fee has two parts: The first part, Part A, of the fee is designed to generate fair-share funding from new development to recover County debt service obligations on the Vanden Road segment of the Jepson Parkway and Suisun Parkway in the unincorporated area. The second part, Part B, is the Regional Transportation Impact Fee (RTIF), which was included at the request of the Solano Transportation Authority (STA), in consultation with the STA's RTIF Policy Committee, composed of the seven City Managers, the Mayors, County Administrator, and one County Supervisor. The County will receive approximately five (5) percent of all RTIF fee revenue for county road projects. This revenue is reflected in the Public Facilities Fund (Fund 296).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,621 or 20.2% in revenues and an increase of \$2,621 or 20.2% in appropriations when compared to the FY2017/18 Adopted Budget, which represents long-term debt proceeds and the interest payment towards the debt.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
OTHER FINANCING SOURCES	0	13,000	15,621	2,621	20.2%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>13,000</b>	<b>15,621</b>	<b>2,621</b>	<b>20.2%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	12,879	13,000	15,621	2,621	20.2%
<b>TOTAL APPROPRIATIONS</b>	<b>12,879</b>	<b>13,000</b>	<b>15,621</b>	<b>2,621</b>	<b>20.2%</b>
<b>NET CHANGE</b>	<b>12,879</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

There are currently no new projects planned for FY2018/19.

**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 Works Improvement 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, Green Valley Zone of Benefit, and the Recology Hay Road Road Damage Agreement. The work is performed by Public Works Division employees on a reimbursable basis.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$41,236 or 8.1% in revenues and a decrease of \$126,000 or 21.0% in appropriations when compared to the FY2017/18 Adopted Budget.

Primary Funding Sources

The primary funding sources include: \$475,000 in impact fees from Recology Hay Road Road Damage Agreement, which represents an increase of \$52,000 from the FY2017/18 Adopted Budget, and \$71,667 in impact fees from the English Hills Zone of Benefit area, a \$13,333 decrease from the prior year due to a reduction in home construction, resulting in less impact fee revenue.

Primary Costs

The primary costs include \$475,000 in Operating Transfers to the Road Fund to cover expense for road repair work occurring near the landfill, funded by the Recology Hay Road Damage Agreement. No projects are scheduled for the English Hills Zone of Benefit area.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9122 - Fund 278 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	4,292	1,000	3,569	2,569	256.9%
CHARGES FOR SERVICES	1,040,869	423,000	475,000	52,000	12.3%
MISC REVENUE	86,205	85,000	71,667	(13,333)	(15.7%)
<b>TOTAL REVENUES</b>	<b>1,131,366</b>	<b>509,000</b>	<b>550,236</b>	<b>41,236</b>	<b>8.1%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	52,358	1,000	0	(1,000)	(100.0%)
OTHER FINANCING USES	0	600,000	475,000	(125,000)	(20.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>52,358</b>	<b>601,000</b>	<b>475,000</b>	<b>(126,000)</b>	<b>(21.0%)</b>
<b>NET CHANGE</b>	<b>(1,079,008)</b>	<b>92,000</b>	<b>(75,236)</b>	<b>(167,236)</b>	<b>(181.8%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

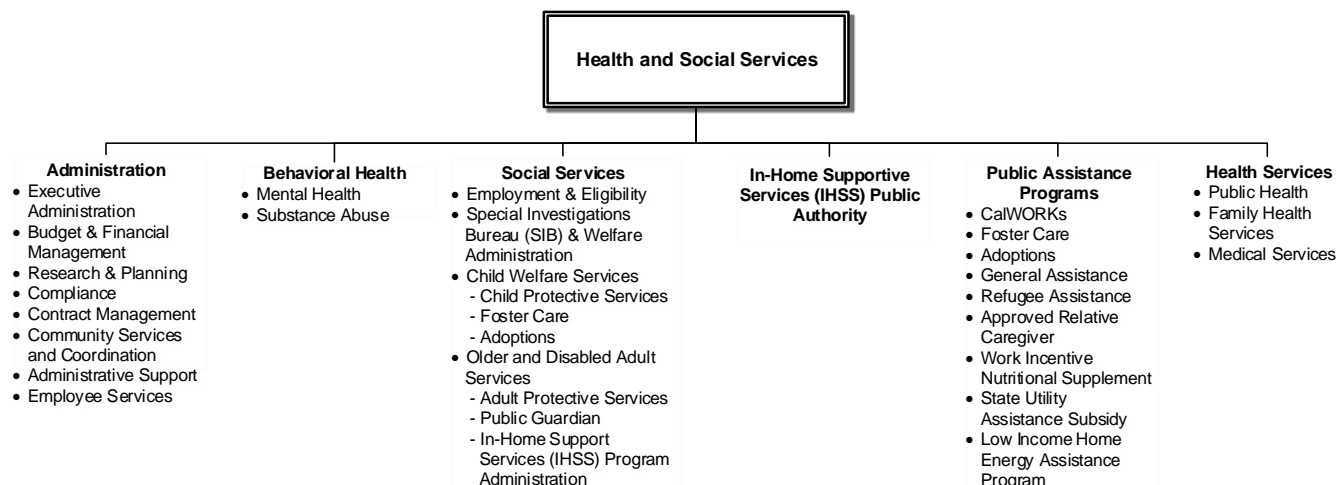
**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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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 residents of Solano County. The Department administers Health, Mental Health, and Social Service programs that counties are mandated to provide under State and federal law.

## Budget Summary:

FY2017/18 Midyear Projection:	334,039,326
FY2018/19 Recommended:	322,293,275
County General Fund Contribution:	21,012,430
Percent County General Fund Supported:	6.5%
Total Employees (FTEs):	1,295.25

## FUNCTION AND RESPONSIBILITIES

H&SS is functionally divided into six divisions: Administration, Behavioral Health, Social Services, In-Home Supportive Services (IHSS) – Public Authority, Public Assistance Programs, and Health Services.

Administration (BU 7501) provides day-to-day executive management and direction, budget and fiscal management, research planning, compliance activities, contract management, payroll, recruitment, and departmental training.

Behavioral Health Services (BU 7780) includes Mental Health, Mental Health Managed Care, and Substance Abuse Programs. The Division provides treatment, case management, rehabilitation, and community support services to seriously emotionally disturbed children and mentally ill adults. The programs include emergency psychiatric services and involuntary hospitalizations. Proposition 63 - the Mental Health Services Act (MHSA) (See glossary for definition), provides a large portion of the funds for intensive case management for high-risk clients and funds a variety of early intervention and prevention services, information technology projects to assist with this work, and supportive housing. The Substance Abuse program provides assessment and authorizations 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, and support the work of Drug Courts and the Veterans' Court.

Social Services (BU 7680) includes Employment and Eligibility Services, Welfare Administration, Child Welfare Services, and Older and Disabled Adult Services (ODAS) which includes the Public Guardian's Office and In-Home Supportive Services (IHSS) Public Authority.

Employment and Eligibility Services (E&E) promotes self-sufficiency by assisting low-income families and individuals with obtaining employment, access to health care, and food and cash assistance.

Welfare Administration (WA) includes Fiscal Issuance and the Special Investigations Bureau (SIB).

**Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

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Child Welfare Services (CWS) intervenes on behalf of children who need protection from abuse and neglect. The functions of CWS include programs to strengthen families, adoption assistance, foster home licensing, placement assessment, and independent living guidance so children may grow into healthy productive adults.

ODAS focuses on comprehensive, integrated assistance for older and disabled adults, including domestic and personal in-home care services (In-Home Supportive Services (IHSS)), the investigation and prevention of elder abuse and neglect, and assistance accessing Medi-Cal (See glossary for definition), CalFresh (See glossary for definition) and cash assistance programs. ODAS IHSS staff provide coordinated case management services which include program eligibility, intake assessments, annual reassessments, community referral resources, payroll assistance, and referrals to the IHSS Public Authority - Administration for recipient – provider matching services. The Public Guardian's Office was consolidated with ODAS in 2011 and serves as the County's guardian/conservator. Appointed by the Courts for individuals who are unable to care for themselves and/or manage their own affairs, the Public Guardian also serves as the Public Administrator when the decedent has no next of kin. The Public Administrator directs the disposition of remains and decedents' estate, as needed. ODAS integrated under the Public Health Division in 2015.

IHSS Public Authority-Administration (BU 7690) includes H&SS staff and operating expenditures needed to fulfill the requirements for administering the IHSS Public Authority responsibility under a Memorandum of Understanding with the IHSS Public Authority Board (provider payments are not included in the County Budget, wages are paid directly to the provider by the State).

Public Assistance Programs (BU 7900) budget includes federal, State and County funding for all of the welfare cash assistance programs administered by H&SS. Programs include California Work Opportunity and Responsibility to Kids (CalWORKs) (See glossary for definition), Refugee Resettlement, Adoptions Assistance Program, Foster Care Assistance, General Assistance (GA) funding, Approved Relative Caregiver (ARC) funding, Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS), and Low Income Home Energy Assistance Program (LIHEAP). H&SS also administers the CalFresh (See glossary for definition) program eligibility; however, CalFresh (food subsidize) benefits are issued directly to the recipient via a debit card from the State thus these costs are not included in the County budget.

Health Services (BU 7880) includes Public Health, Family Health Services, and Medical Services. The Public Health Division provides mandated community health services to promote a healthy environment for all County residents. The services include support to Public Health Laboratory testing, Public Health Nursing and home visiting, Communicable Disease surveillance, Maternal, Child and Adolescent Health programs, and Emergency Medical Services (EMS). Family Health Services operates three primary care clinics and a pediatric clinic, three dental clinics, dental services at Women, Infant, and Children (WIC) clinics, as well as mobile dental and mobile primary care services to underserved populations in areas of the county. The Medical Services budget provides funds for the County's medically indigent adult services through participation in the County Medical Services Program (CMSP).

## Functional Area Summary

## 7500 – Fund 902-H&SS-Department Summary

Gerald Huber, Director of Health & Social Services  
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DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION DIVISION	2,317,546	1,302,375	1,427,341	124,966	9.6%
BEHAVIORAL HEALTH DIVISION	68,766,820	78,250,525	84,885,728	6,635,203	8.5%
SOCIAL SERVICES DIVISION	95,180,129	106,803,213	105,217,954	(1,585,259)	(1.5%)
IHSS - PA ADMINISTRATION	4,189,215	6,022,647	978,896	(5,043,751)	(83.7%)
PUBLIC ASSISTANCE PROGRAMS	48,009,282	49,084,290	43,508,315	(5,575,975)	(11.4%)
HEALTH SERVICES DIVISION	66,336,072	82,452,203	64,436,010	(18,016,193)	(21.9%)
GENERAL FUND CONTRIBUTION	25,427,982	25,089,158	21,012,430	(4,076,728)	(16.2%)
<b>TOTAL REVENUES</b>	<b>310,227,046</b>	<b>349,004,411</b>	<b>321,466,674</b>	<b>(27,537,737)</b>	<b>(7.9%)</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION DIVISION	4,594,105	3,600,316	3,678,416	78,100	2.2%
BEHAVIORAL HEALTH DIVISION	77,610,281	85,904,199	91,339,402	5,435,203	6.3%
SOCIAL SERVICES DIVISION	99,395,636	112,222,588	111,027,930	(1,194,658)	(1.1%)
IHSS - PA ADMINISTRATION	8,949,794	11,509,829	978,896	(10,530,933)	(91.5%)
PUBLIC ASSISTANCE PROGRAMS	52,238,889	53,064,928	47,746,123	(5,318,805)	(10.0%)
HEALTH SERVICES DIVISION	64,680,158	87,837,385	67,522,508	(20,314,877)	(23.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>307,468,863</b>	<b>354,139,245</b>	<b>322,293,275</b>	<b>(31,845,970)</b>	<b>(9.0%)</b>
<b>NET CHANGE</b>	<b>(2,758,183)</b>	<b>5,134,834</b>	<b>826,601</b>	<b>(4,308,233)</b>	<b>(83.9%)</b>
<b>STAFFING</b>					
ADMINISTRATION DIVISION	94.00	96.00	95.00	(1.00)	(1.0%)
BEHAVIORAL HEALTH DIVISION	203.20	205.70	206.00	0.30	0.1%
SOCIAL SERVICES DIVISION	678.75	686.25	659.75	(26.50)	(3.9%)
IHSS - PA ADMINISTRATION	7.00	6.00	5.00	(1.00)	(16.7%)
PUBLIC ASSISTANCE PROGRAMS	0.00	0.00	0.00	0.00	0.0%
HEALTH SERVICES DIVISION	313.60	332.40	329.50	(2.90)	(0.9%)
<b>TOTAL STAFFING</b>	<b>1,296.55</b>	<b>1,326.35</b>	<b>1,295.25</b>	<b>(31.10)</b>	<b>(2.3%)</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents decreases of \$31,845,970 or 9.0% in revenues, which includes a County General Fund Contribution and a reduction of \$4,308,233 in transfers from reserves, and \$31,845,970 or 9.0% in appropriations. The General Fund Contribution of \$21,012,430 decreased by \$4,076,728 or 16.2% mainly due to an accounting change which transferred the IHSS Maintenance of Effort (MOE) General Fund Contribution to the IHSS Public Authority (Fund 152).

### Primary Funding Sources

The primary funding sources for H&SS are federal and State Program revenues of approximately \$157.83 million (49% of total); 1991 Realignment (See glossary for definition) a Statewide revenue - \$49.99 million; 2011 Public Safety Realignment (See glossary for definition) a Statewide revenue - \$35.99 million; and Charges for Services estimated at \$26.23 million in reimbursements for services. The County General Fund Contribution of \$21,012,430 represents 6.5% of H&SS funding and includes the required local (County) maintenance of effort (MOE) for several State and federal program areas.

### Program Revenue

Program revenues are earned primarily by two methods. The first method is through reimbursement for actual costs from State and federal governments based upon time studies in which staff document hours worked in each program/activity, cost reports, or other methods of documenting actual program costs. The second method is through fee for service revenue as a result of billing various third-party payers, primarily Medi-Cal, on either a unit-of-service basis, a capitated payment, or a per-visit payment.

County overhead and departmental administrative costs are distributed to all programs in H&SS and are included in each program's budget. The administrative costs include fixed operational expenses such as: utilities, Department of Information Technology (DoIT), and Countywide Administrative Overhead charges that are incorporated into the Department's federal/State claims for cost reimbursement and are used in calculating H&SS billing rates paid by 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

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specific service as well as departmental administrative costs and direct charges from other County departments providing support services to H&SS. In FY2018/19, direct charges from other County departments plus Countywide Administrative Overhead total \$23.46 million of which 93.5%, or approximately \$21.93 million, in federal and State funds are used to offset the County General Fund costs for various County central service departments.

The State Budget Act of 2011 included a major realignment of public safety programs from the State to local governments. The majority of human services programs receiving State General Fund allocations were realigned to counties. 2011 Realignment shifted the funding and program responsibility for Adoption Services, Foster Care, Child Welfare Services, Adult Protective Services, Substance Abuse, Early Periodic Screening Diagnostic and Treatment (EPSDT), and Managed Care from the State to local government (County) and redirected specified tax revenues to fund this effort. The State share of funding for realigned programs has been replaced by funding based on a percentage of realignment funds (State sales tax and vehicle license fees) collected. However, the County still receives State allocations for a few programs that are matched 50% by federal funds, which includes the administration of the CalFresh, Medi-Cal, and CalWORKs programs. Federal revenues are often matching funds for programs where the State and local governments share costs; however, the federal portions are 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, the cost for each position, and overhead and other costs associated with each filled position; productivity rates; and interim, estimated or approved, reimbursement rates.

1991 Realignment Revenue (See glossary for definition)

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 funds amongst counties is based upon formulas established in 1991. Funds are designated for specified human services programs, mostly federal, which the State and the County have traditionally shared the “local” costs in order to draw down federal matching funds. In order to continue to receive 1991 Realignment funds, the County is obligated to fund the State share of program costs, and/or has a fixed maintenance of effort (MOE) amount. Regardless of actual 1991 Realignment revenues received, the County’s share of costs for the realigned programs is a fixed percentage.

Since realignment funds are generated by sales tax and VLF, the funding can fluctuate based on economic conditions; the amount of State collected and distributed revenues substantially declined from \$46.2 million in FY2006/07 to \$34 million in FY2009/10. However, since FY2011/12 these revenues have been slowly trending upward. The FY2018/19 Recommended Budget includes \$49.99 million in 1991 Realignment funds that will be drawn down and recognized as revenues.

1991 Realignment funds are allocated to three main areas:

- Health Services – a portion of the Health Realignment funding (approximately \$6.9 million) previously set aside for the County Medi-Cal services Program (CMSP) for indigent health care is being redirected at the State level to fund Social Services programs. The balance is available to support uncompensated costs in the Family Health Services budget and to fund the realigned Public Health programs.
- Social Services – funds are dedicated for Child Welfare Services, Foster Care and IHSS programs. By statute, any growth (funding above the established base amount) in overall 1991 Realignment Revenue is first used to fund caseload growth for Social Services statewide.
- Mental Health – funds are used to pay the 50% local share for services for adult Medi-Cal 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 and following the federal approval of the Affordable Care Act (ACA) (See glossary for definition) and State adoption of the Medi-Cal expansion and Healthcare Exchange, the funds previously allocated to this account have been shifted to pay for the County’s increased share of costs for the CalWORKs assistance programs (approximately \$11.9 million); however, the State is required to fully replace the 1991 Realignment funds shifted from Mental Health to CalWORKs and is responsible for any shortfall in funding.

A portion of the 1991 Realignment funds, previously set aside for the County’s obligation to pay for indigent health care (W&I) Code section 17000) has been redirected at the State level to fund Social Services programs with enactment of AB 85, January 1, 2014, including increases in CalWORKs grants. With the implementation of the Affordable Care Act, the State anticipated that County costs and responsibilities for healthcare services for the indigent population would decrease because a majority of

this population, previously uninsured, would now be eligible for Medi-Cal or Covered California. The enactment of AB 85, effective January 1, 2014, provided the mechanism for redirecting these realignment funds.

AB 85, in January 2014, also changed the growth distribution within the three areas of 1991 Realignment. Specifically, Social Services receives first call on growth (to fund caseload growth) but no longer receives general growth. Health Services receives significantly less from general growth, from approximately 52% to 18.45%, while Mental Health remains the same at approximately 40%.

AB 130 and SB 90 created a new County IHSS MOE effective July 1, 2017 which further impacts the 1991 Realignment Social Services, Mental Health, and Health accounts. The State increased In-Home Supportive Services (IHSS) cost to counties partially by redirecting VLF growth from the Health, Mental Health and CMSP accounts to Social Services. Social Services will receive the sales tax growth due to the IHSS caseload increase resulting in Health and Mental Health's sales tax bases being flat funded (since they will not receive any growth to add to subsequent years' base allocations). Additionally, the VLF base for Health and Mental Health will not have a share in any general growth funds until FY2020/21. The new IHSS MOE structure also puts a cap on the State's share of IHSS administration costs resulting in one hundred percent (100%) of the non-federal share of IHSS costs in ODAS over and above the State cap being backfilled by 1991 Realignment.

#### 2011 Realignment Revenue (State)

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 \$35.99 million in 2011 Realignment funds for FY2018/19. These funds are dedicated to Child Welfare Services, Foster Care, Mental Health, and Substance Abuse programs. Previously, under the 1991 Realignment, 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 using the 2011 Realignment revenue.

Both realignment funding streams (1991 and 2011) are heavily dependent upon economic conditions since the source is sales tax and VLF. During periods of economic downturn, funding declines while demand for human services programs increases. The increased risk of revenue loss during periods of peak demand requires H&SS to monitor cash receipts, project future revenues based on economic indicators, track service level demand, and develop cost-effective service delivery systems.

#### County General Fund Contribution

The FY2018/19 Recommended Budget includes a County General Fund Contribution in the amount of \$21,012,430, a decrease of \$4,076,728 when compared to the FY2017/18 Adopted Budget. The decrease is comprised of the following:

- \$46,865 decrease in Administration (BU 7501) reduced contracts.
- \$390,601 increase in Social Services (BU 7680) primarily due to increase for CalFresh administration, Public Guardian, and IHSS Administration, offset by a decrease in General Assistance administration.
- \$5,487,182 decrease in IHSS-Public Authority (BU 7690) due to an accounting change that moved the appropriations and budgeted revenues associated with the IHSS MOE – Services (wages and benefits) to the IHSS Public Authority Fund 152.
- \$809,548 increase in Health Services (BU 7880) to cover the FY2018/19 county participation fee for the County Medical Services Program (CMSP). The FY2017/18 fee was waived by the CMSP governing board.
- \$257,170 increase in Assistance Programs (BU 7900) to cover county share of costs associated with foster care.

The County General Fund Contribution of \$21,012,430 is appropriated with \$4,237,808 funding the Assistance Programs, and \$16,774,622 funding the following operations in H&SS:

- \$2,844,528 for required Maintenance of Efforts for Public Health, California Children's Services, Mental Health, and CalWORKs Administration.
- \$809,548 for the required CMSP participation fee.
- \$1,368,930 in mandatory match or County share of costs for federal/State programs for Child Welfare Services, CalWIN and IHSS administration. (See glossary for definitions)
- \$5,704,565 for mandated substance abuse and adult psychiatric outpatient and inpatient services.

## 7500 – Fund 902-H&SS-Department Summary

## Functional Area Summary

**Gerald Huber, Director of Health & Social Services**  
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- \$3,164,395 to fund some programs at the minimum level necessary. These programs include Public Health Laboratory, Public Guardian, General Assistance eligibility determination and administration. In most cases, these programs are supplemented by outside sources of funding including competitive grants and charges for services.
- \$2,164,206 for principal payments related to debt service and other administrative costs that are non-claimable.
- \$718,450 to support homeless outreach and community services efforts, Medi-Cal Administrative Activities, and Nurse Family Partnership.

### **Primary Operational Expenditures**

Primary costs included in the Health and Social Services Department (Fund 902) allocated by Division:

- Administration (BU 7501) includes \$3,678,416 in appropriations which recovers most costs through Administrative Overhead Intrafund Transfers.
- Social Services (BU 7680) includes \$111,027,930 in appropriations which includes Employment and Eligibility Services, Welfare Administration, Child Welfare Services, and Older and Disabled Adult Services.
- IHSS Public Authority - Administration (BU 7690) includes \$978,896 in appropriations which includes H&SS staff support and operating costs for the administration of the IHSS-Public Authority covered under a Memorandum of Understanding (MOU) between the County and the IHSS Public Authority.
- Behavioral Health (BU 7780) includes \$91,339,402 in appropriations which includes Mental Health and Substance Abuse.
- Health Services (BU 7880) includes \$67,522,508 in appropriations which includes Public Health and Medical Services.
- Assistance Programs (BU 7900) includes \$47,746,123 in appropriations which includes above reference assistance programs.

Other Administered Budgets not part of Fund 902 includes \$17,727,378 for the IHSS Public Authority (Fund 152 - BU 1520), \$851,238 in appropriations for Tobacco Prevention and Education (Fund 390 - BU 7950) and a Transfers-Out of \$24,655,744 from the Mental Health Services Act (Fund 906 - BU 9600) to Behavioral Health Services (Fund 902 - BU 7780). Additional details on the program 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**

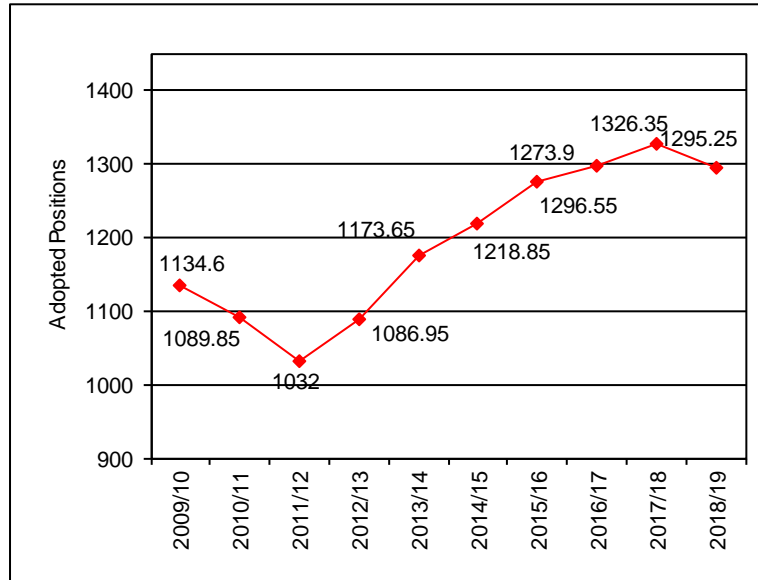
None.

### **SUMMARY OF POSITION CHANGES**

Details on position changes are described in each H&SS Division.



**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Details on Pending Issues and Policy Considerations are described in each H&SS Division.

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**DEPARTMENTAL PURPOSE**

Health and Social Services Administration Division provides day-to-day management and direction of support functions needed for the Health and Social Services Department (H&SS) to promote self-reliance and safeguard the physical, emotional and social well-being of Solano County residents.

**FUNCTION AND RESPONSIBILITIES**

The Administration Division provides managerial leadership and support to the six H&SS divisions in various program areas. The Administration Division includes the Administrative Support Bureau, Budget and Financial Management, Community Services and Coordination, Compliance, Contracts Management, Employee Services which includes recruitment and department training, Executive Administration, and Research and Planning.

Administrative Support Bureau

The Administrative Support Bureau (ASB) is responsible for department purchasing and receiving, asset inventory management, records management, courier services, workspace utilization, and logistics and coordination of facilities maintenance and general operations

Budget and Financial Management

Budget and Financial Management is responsible for Financial Services functions including budgeting, accounting, revenue recovery, and financial oversight.

Community Services and Coordination

Community Services and Coordination is responsible for leading projects and establishing partnerships with other departments, agencies, cities, and community organizations to improve the delivery of services within the community; promoting rapid rehousing and sustainable housing; and facilitating collaboration with employment services and other rehabilitative opportunities for residents suffering from poverty or homelessness. Additional functions include assisting in the development of grant applications and researching and developing housing focused initiatives that can be linked to departmental operations and programs.

Compliance Unit

The Compliance Unit is responsible for department regulatory compliance and quality assurance including developing and implementing policies, procedures, and practices defined by regulatory agencies for H&SS programs including federally mandated Health Insurance Portability and Accountability Act (HIPAA) (See glossary for definition) compliance. Additionally, the Compliance Unit identifies and analyzes potential risks, oversees internal and external compliance audits, coordinates compliance training and education, conducts internal and periodic risk evaluations for each H&SS division, investigates and resolves privacy and security incidents, and functions as H&SS' civil rights coordinator.

Contracts Management

Contract Management is responsible for the administration and monitoring of more than 500 contracts and service agreements with a value of approximately \$146 million.

Employee Services Unit

Employee Services oversees H&SS employee hiring and coordinates department wide County mandated training for H&SS employees.

Executive Administration

Executive Administration provides leadership and support to H&SS divisions in fulfilling organizational goals, strategic planning, and developing effective partnerships with organizations and stakeholders within the community, as well as coordinating and implementing Department initiatives.

Research and Planning Unit

The Research and Planning Unit is responsible for researching and planning evidence-based practices, program outcome

measures and benchmarks, special projects, and restructuring service delivery components into a unified system of care and identifying trends in populations that require services. Additional functions include analyzing legislation and assisting to identify approaches to prepare for future mandates.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Coordinated the annual Single Audit for all federally funded programs managed by H&SS. The single audit is a rigorous audit of an entity that expends \$750,000 or more of federal funds. H&SS manages approximately \$84 million in federal expenditures. The FY2016/17 Single Audit, issued in December 2017, did not disclose any findings or questioned costs.
- During the Solano Atlas Fire, Community Services Coordination staffed the emergency response center in addition to opening the Alan Witt Park shelter and facilitating the opening of Dixon Fairgrounds to shelter over 200 people from the Sonoma Development Center. Coordinators fielded calls from displaced individuals looking for shelters and participated in Office of Emergency Services (OES) operations.
- In partnership with H&SS' Employment & Eligibility Division, Community Services streamlined the application determination process for individuals encountered during outreach sweeps to people experiencing homelessness. Timeliness for Medi-Cal and CalFresh applications has significantly improved and resources are now made available by phone for immediate contact.
- Employee Services centralized the creation of the agency's official organizational charts utilizing an online software which provides a method to accurately monitor vacant and filled positions across H&SS divisions; implemented an online H&SS Employee Handbook to centralize policies, procedures, and resources for H&SS employees; and created a step-by-step H&SS hiring guide to promote consistent hiring practices and processes across the agency.
- In 2017, Research and Planning, in conjunction with consultant services, researched and established an organizational assessment. The assessment included best practice research on culture and communication, structure and roles, finance, internal process and performance management and incorporated feedback from the Divisions, staff surveys and informational interviews.

**WORKLOAD INDICATORS**

- ASB facilitated over 1,300 purchase transactions with expenditures totaling approximately \$5 million across the Department and completed the annual physical inventory of approximately 8,500 fixed assets assigned to H&SS with no findings.
- Budget and Financial Management managed approximately \$462 million in funds: \$338 million including Assistance and In-Home Supportive Services Program for provider wages, benefits and Public Authority Administration; \$66 million in client benefits paid by the State; \$11 million in client assets; and \$47 million in other funds (including restricted trust funds). The Billing and Collections Unit processed approximately \$29 million in Medi-Cal, Medicare and private insurance claims.
- Accounts Payable and Contracts Units processed approximately 22,200 vendor claims totaling \$94 million.
- The Employee Services Unit coordinated the processing of 102 FTE new hires, 118 FTE terminations and retirements, 57 FTE promotions, and 168 FTE transfers; prepared and processed 1,917 personnel action requests (ePARs); and monitored and troubleshooted the timecard reporting of approximately 1,200 employees in the IntelliTime payroll system. Workload data covers the period July 1, 2017 to March 24, 2018.
- Community Services Coordination conducted quarterly outreach sweeps with different law enforcement entities and supporting agencies and made contact with over 200 individuals.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents an increase of \$78,101 or 2.2% in revenues and an increase of \$78,100 or 2.2% in appropriations when compared to the FY2017/18 Adopted Budget with no additional increase in the County General Fund Contribution.

Primary Funding Sources

The primary sources of funding for Administration include Intrafund Transfers representing reimbursement of allowable administrative costs from various H&SS program divisions, contract services revenue for administrative fees related to the

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oversight and coordination of the Medi-Cal Administrative Activities (MAA) on behalf of community-based organizations; Operating Transfers-In to fund Board approved contributions to non-County agencies, and General Fund Contribution primarily to fund non-reimbursable costs.

The FY2018/19 Recommended Budget includes a \$78,101 or 2.2% net increase in revenues primarily due to an increase in interest income on the H&SS operating cash balance and in MAA administrative and claiming revenue offset by a decrease in an Operating Transfers-In due to the discontinuance of discretionary funding to the community health clinics.

Primary Costs

The FY2018/19 Recommended Budget includes a \$78,100 or 2.2% net increase in appropriations primarily due to the following:

- Increase of \$505,539 in Salaries and Benefits due to negotiated increases in FY2017/18.
- Increase of \$182,485 in Services and Supplies resulting from increases in property and liability insurance costs, Maintenance – Buildings & Improvement as a placeholder for emergency maintenance projects, Controlled Assets for computer refresh, Software Maintenance & Support for the increase support cost of the contract management software (Tractmanager) and an increase in annual subscription for the billing software (Dimension Reports), Professional Services to facilitate internal planning and capacity building, and Advertising and Marketing for the Network of Care program. These increases are offset by decreases in Managed Print costs due to the County's discontinuance of the Managed Print Services agreement, Contracted and Consulting Services primarily due to reduced security costs, Department of Information Technology (DoIT) costs partly due to a change in cost distribution methodology for DoIT staff assigned in Research & Planning, and a net decrease in various line items to align the budget based on actual spending trends.
- Increase of \$506,322 in Other Charges resulting from increases in Interest Expense due to the higher carrying balance of non-operating cash accounts, Interfund Services – Professional due to increased direct charges from General Services, and Countywide Administrative Overhead costs, offset by decreases in direct charges from the Auditor Controller's Office Contributions to Non-County Agencies due to the discontinuance of funding to the community health clinics.
- Decrease of \$91,656 in Other Financing Uses primarily due to a decrease in Pension Obligation Bond (POB) rates offset by an increase in debt service payments.
- Increase of \$1,024,590 in offsetting Intrafund Transfers primarily due to an increase in net claimable salaries and benefits, services and supplies and charges for services. Administration costs that are claimable to federal and State programs are transferred to program division budgets via the Intrafund Transfer account.

Contracts

The FY2018/19 Recommended Budget includes a total of \$795,187 or 21.6% in contracted services. H&SS will return to the Board after the FY2018/19 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None

**DIVISION COMMENTS**

None.

## Summary of Division Budget

## 7501 – Fund 902-H&SS Administration Gerald Huber, Director of Health & Social Services Health & Public Assistance

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	278,529	153,100	393,566	240,466	157.1%
INTERGOVERNMENTAL REV FEDERAL	1,071,055	700,000	765,000	65,000	9.3%
CHARGES FOR SERVICES	116,390	70,000	87,000	17,000	24.3%
MISC REVENUE	251,597	0	0	0	0.0%
OTHER FINANCING SOURCES	599,975	379,275	181,775	(197,500)	(52.1%)
GENERAL FUND CONTRIBUTION	2,352,940	2,297,940	2,251,075	(46,865)	(2.0%)
<b>TOTAL REVENUES</b>	<b>4,670,486</b>	<b>3,600,315</b>	<b>3,678,416</b>	<b>78,101</b>	<b>2.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	9,484,933	10,927,144	11,432,683	505,539	4.6%
SERVICES AND SUPPLIES	4,147,494	4,215,564	4,398,049	182,485	4.3%
OTHER CHARGES	1,961,849	1,724,217	2,230,539	506,322	29.4%
OTHER FINANCING USES	1,656,860	1,775,924	1,684,268	(91,656)	(5.2%)
INTRA-FUND TRANSFERS	(12,787,024)	(15,042,533)	(16,067,123)	(1,024,590)	6.8%
<b>TOTAL APPROPRIATIONS</b>	<b>4,464,113</b>	<b>3,600,316</b>	<b>3,678,416</b>	<b>78,100</b>	<b>2.2%</b>
<b>NET CHANGE</b>	<b>(206,373)</b>	<b>1</b>	<b>0</b>	<b>(1)</b>	<b>(100.0%)</b>
<b>STAFFING</b>					
ADMINISTRATION DIVISION	94	96	95	(1)	(1.0%)
<b>TOTAL STAFFING</b>	<b>94</b>	<b>96</b>	<b>95</b>	<b>(1)</b>	<b>(1.0%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None

### SUMMARY OF POSITION CHANGES

A change in the position allocation since the adoption of the FY2017/18 Budget is provided below:

- Deleted 1.0 FTE Accounting Clerk II within the Contracts Unit.

### PENDING ISSUES AND POLICY CONSIDERATIONS

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

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Health & Public Assistance**

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## **DIVISION PURPOSE**

The Department of Health and Social Services - Behavioral Health Division includes Mental Health, Mental Health Managed Care, and Substance Abuse. Integration of these programs allows the Department of Health and Social Services (H&SS) to efficiently monitor and manage programs and expenses as a comprehensive behavioral health system of care.

## **FUNCTION AND RESPONSIBILITIES**

Behavioral Health 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 sections 11750-11997.

The Mental Health Division provides emergency psychiatric services 24 hours a day, seven days a week as part of the overall Mental Health Plan (MHP), along with the following services:

- A 24-hour toll-free Access line to obtain mental health care. This is operated by a team of County licensed clinicians during the day and the Crisis Stabilization Unit after hours.
- Recovery oriented treatment, rehabilitation and community support services to seriously emotionally disturbed children and seriously mentally ill adults through the County and contract providers under the MHP.
- Crisis intervention, crisis stabilization and inpatient services when the level of need is acute. The County is responsible for funding psychiatric inpatient hospitalization for any Solano County Medi-Cal beneficiaries or uninsured residents who are admitted anywhere in the State.
- Services that promote recovery and safeguard the physical, emotional, mental and social well-being of Solano residents who live in long-term care facilities, board and care homes, or other types of community housing with supportive case management to optimize each individual's level of independence.
- Care provided in the State Hospital. Often, individuals enter the State Hospital through a forensic felony pathway, determined not guilty by reason of insanity or incompetent to stand trial. While sometimes their admission is covered by the California Department of Community Corrections, after a time period equivalent to incarceration, the responsibility generally transfers to the MHP.
- Services to youth and families involved with the Child Welfare system under the Katie A. (See glossary for definition) mandate and, more recently, AB 403 – Continuum of Care (CCR) (See glossary for definition) which expanded this service beyond the class action lawsuit to include other youth who qualify for a more intensive level of outpatient care.
- Full Service Partnership (FSP) which provides intensive community-based services to adults, older adults, homeless adults, transition age youth, and children and families.
- Three County operated outpatient clinics for adults and youth.
- Contracted outpatient services that are both community and clinic based including children's services such as the 0-5 programs, counseling for youth at school sites, and therapeutic behavioral services (TBS) which is an intensive behavior-focused program for youth and families.
- Collaborative services provided by co-locating behavioral health staff at Court, Probation, County jail facilities, and Child Welfare Services locations.
- Administrative functions including quality assurance; utilization management; beneficiary related issue resolution; authorization and denial of services; maintenance of financial records, policies and procedures, and electronic health records; and assurance of cultural competency in the provision of services.
- Mental Health Services Act – Proposition 63 (MHSA) (See glossary for definition) funded programs which may include prevention and early intervention, community services and supports, information technology, and capital housing projects. The County, through the Mental Health Division, completes a Three-Year Plan that is County organized but community driven and an annual report of services provided, which is provided to the Board of Supervisors and posted online.

Substance Abuse Services provide prevention, intervention, treatment, and recovery services for alcoholism and other drug addictions for youth and adults which includes probationers and parolees through:

- Assessment of a client's alcohol and drug abuse treatment needs and authorization of appropriate services for delivery by contracted providers. Services include residential treatment for adults with preferential placement given to pregnant and postpartum women and IV drug users.
- Case management and outpatient counseling through individual, group, and family sessions for adults and adolescents.
- Behavioral Health services for California Work Opportunity and Responsibility to Kids (CalWORKs) (See glossary for definition) participants.
- Administration of drug diversion services through Penal Code 1000, Substance Abuse and Crime Prevention Act of 2000 (SACPA, Proposition 36), and Adult and Dependency Drug Courts.
- Oversight of services for Driving Under the Influence (DUI) programs.
- Federally mandated Primary Prevention Services, in coordination with Public Health, to delay the onset of youthful Alcohol and Other Drug use.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

### Solano County Mental Health

With financial challenges predicted, it is more important than ever that services are timely and high quality. Continued emphasis on both short-term and long-term outcomes will be critical in programmatic oversight and future planning.

- Through the implementation of an "open access" model in Vallejo and Fairfield, the wait time for adults to access services was reduced to an average of 4 days. This model allows for a client to come to the clinic at any time of their choosing after requesting services to receive an assessment. This provides a solution to a typically high no-show rate for initial assessment appointments. Through careful scheduling of coverage, the clinics have been able to meet the demands that occur unpredictably. Over the next year the Division will be exploring a model which will allow for urgent drop-in for psychiatry (medication services) so that urgent needs are met.
- The lack of housing (locally and regionally), especially affordable housing, poses a challenge for care providers and complicates planned discharge from long-term care facilities when adults are ready to live in the community with intensive supports. Over the coming year, the Division intends to explore implementation of supportive employment in addition to broadening supportive housing programming in order to strengthen the community oriented continuum of care. The Caminar HOME program (homeless and mentally ill outreach and engagement program) was converted to an FSP (Full Service Partnership – case management) in recognition of the intensive services warranted by this population.
- The Division has had recent success in recruiting psychiatric providers, utilizing a combination of psychiatrists, nurse practitioners (NP), and physician assistants (PA). Newly graduated NP and PA staff appear to be a potentially stable workforce moving forward, providing the potential to reduce locum tenens providers over time.
- All three adult and child clinics are equipped for telepsychiatry, though the children's psychiatry staffing is currently stable with County contractors and employees who provide services in person. Telepsychiatry is a strategy that has enabled the division to secure, when necessary, high-quality locum providers who live elsewhere but are licensed in California and provide services over video conferencing.
- The Division provided training and certification to hospital emergency department staff to enable them to evaluate for involuntary admission for inpatient care under the authority of Welfare & Institutions Code 5150. This has enabled emergency departments to manage patient flow in their hospitals, in particular to release 5150 holds written by law enforcement. In prior years, County staff responded to the hospitals to place and release holds. This was inefficient and impacted timely response across three local hospitals.

### Substance Abuse

- The County succeeded in obtaining a Bureau of State and Community Corrections Proposition 47 (See glossary for definition) grant of \$6 million for the next three years to increase in County residential and detox beds and to add step-down

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housing and case management to the continuum of care. Proposition 47 funded services also include access to legal services which may include court representation, and incorporation of the faith-based community as a resource for former offenders.

### **WORKLOAD INDICATORS**

The following workload indicators cover calendar year 2017:

- Solano County Behavioral Health provided mental health services to approximately 5,973 seriously mentally ill adults and seriously emotionally disturbed children for a total of 168,184 services. The services were provided through County Programs, Contract Programs and the Managed Care Provider Network. Although the number of individuals served was slightly less than the prior year, the total services provided were higher. There were 7,747 new admissions (assessments) to the mental health system and fewer individuals, 7,057, were discharged.
- The adult outpatient clinics provided 20,595 services to 2,995 individuals. Of those served, 1,075 were newly admitted. In addition, 730 adults were enrolled in a County or contract provider case management program or full-service partnership (FSP). The Division continues to focus on increasing the percentage of adult clients who receive services in addition to psychiatry.
- The County and Contractor provider programs served 1,583 youth, providing 69,717 services, many served in both contractor and County programs as youth often receive case management and therapy services from a contractor and their psychiatric medication services, if needed, from a County provider. The demand for children's services has stabilized during the last two years but is anticipated to increase due to CCR requirements.
- The number of individuals hospitalized has substantially decreased from three years ago with an average of 70-75 individuals in a locked residential facility at any time. For 2017, the number of admissions was 600 as compared to 620 in 2016 and 611 in 2015. The readmission rate for 2017 is 10% within 30 days. However, due to the challenges in finding appropriate community-based housing, the average length of stay in these facilities has slowly increased.
- Contracted outpatient Substance Abuse programs are serving an average of 133 clients per month, almost 600 clients annually, a 19% decrease from the 164 clients per month in the prior year.
- Residential programs are averaging 87 clients per month, a decrease from 96 clients per month in the prior year. This includes the 333 adults who received detox services for an average of 7 days. Substance abuse clients are waiting an average of 50 days for a residential (non-detox treatment facility) placement due to a shortage of available beds locally and regionally, 11 days longer than the prior year.

### **DIVISION BUDGET SUMMARY**

The Recommended Budget represents an increase of \$6,635,203 or 7.8% in revenues and an increase of \$5,435,203 or 6.3% in appropriations when compared to the FY2017/18 Adopted Budget. The County General Fund Contribution remains unchanged at \$6,453,674.

#### Primary Funding Sources

Federal revenues are a primary funding source for Behavioral Health Services. Federal revenue provides 50% reimbursement for adult mental health and Drug Medi-Cal services provided to traditional Medi-Cal recipients. Children's mental health services are also primarily reimbursed at 50%. For those Medi-Cal recipients who became eligible under the Affordable Care Act (ACA) (See glossary for definition), the federal reimbursement is 94% and will decrease to 93% in calendar year 2019. In addition to Federal Drug Medi-Cal revenues, Substance Abuse residential and outpatient treatment services are funded with a Federal Substance Abuse Prevention and Treatment (SAPT) block grant. SAPT provides funding for services that are not Medi-Cal billable.

Billing for Medi-Cal services is on a cost per unit basis. Counties receive an interim reimbursement rate that is based on the most recently filed cost report with an inflation factor added. As final cost settlements typically happen five years after the close of a fiscal year, any changes to the process during the time period between the cost report filing and the final reconciliation can impact final adjustments in the cost report. These adjustments may change the final cost per unit in the current fiscal year. If the final cost per unit is lower than what the County has been paid, then the County will owe the State the overpayment. Typically,



the State will withhold any amounts owed from the County's interim reimbursement in the current fiscal year. Predicting when withholding may happen and for which fiscal year is difficult as the State is often delayed in their cost settlement process.

The Mental Health Services Act (MHSA) funding is the primary State funding source for mental health services. MHSA provides the non-federal match for MHSA programs that include Medi-Cal billable services.

1991 and 2011 Realignment (See glossary for definitions) are the other significant funding sources for Behavioral Health. In 2011, State General Funds for children's mental health services, substance abuse treatment services, drug court activities, and substance abuse Drug Medi-Cal (DMC) were realigned to the County. Proposition 30 (See glossary for definition) constitutionally protected this funding in 2012. The Department receives annually an established percentage of the State's determined base amount for 2011 Realignment. Any growth above the State's base amount is distributed among counties and the expectation is that the growth will be used to establish a new base for the next fiscal year. The State has not determined a permanent methodology for distributing growth and establishing subsequent years' base amount. Distribution of FY2016/17 growth has not occurred and the State continues to discuss how growth will be distributed among counties.

Counties receive a guaranteed amount of 1991 Realignment for Mental Health. In FY2016/17, any additional 1991 Realignment vehicle license fee (VLF) funding ("growth") above the established base amount was redirected from Mental Health to Social Services to support In-Home Supportive Services (IHSS) costs. All VLF growth was redirected for three years (FY2016/17 – FY2018/19) and 50% of the growth for two years (FY2019/20 and FY2020/21). Additionally, as 1991 Realignment sales tax growth is directed to Social Services caseload growth prior to any distribution to the other growth subaccounts, all Mental Health sales tax growth will also be redirected to fund the increase in IHSS for an unknown time until Social Services caseload growth is fully funded.

2011 and 1991 Realignment are principal funding sources for core services and the primary non-federal match for Medi-Cal along with MHSA. Realignment funding, however, is subject to fluctuations because it is primarily sales tax based and concerns remain that the growth in sales tax revenues will not keep pace with the cost of realigned programs responsibilities.

Mental Health also receives County General Fund to support program operations, primarily for the Integrated Care Clinics (ICCs), indigent inpatient stays, Institutes for Mental Disease (IMDs), and Augmented Board and Care (ABC) costs. In addition to County General Fund, the Recommended Budget includes Public Health Intergovernmental revenues to support the ICCs and Public Health Realignment to support the Whole Person Care (WPC) grant.

The FY2018/19 Recommended Budget projects a \$6,635,203 or 7.8% net increase in revenues primarily due to the following:

- Decrease in Federal Short Doyle Medi-Cal revenues primarily due to a lower projected reimbursement rate for County services due to State delays in the submission of the FY2016/17 cost report, anticipated staff vacancies and productivity outcomes, and reductions in children's services due to current reduced service needs.
- Decrease in Federal Short Doyle Administration due to an adjustment in projecting for these revenues. Counties can claim reimbursement for administrative costs quarterly. Amounts claimed rely on timing of expenditures. The Recommended Budget accounts for the fluctuations in expenditures as well as staff vacancies.
- Decrease in Federal SAPT block grant funds due to prior year unspent rollover funding for discretionary programs not anticipated in FY2018/19.
- Decrease in Federal Other funding primarily due to an adjustment in budgeting for prior year revenues for the Substance Abuse Mental Health Services Administration (SAMHSA) block grant. Previously all revenues were budgeted in Federal Other whereas in the Recommended Budget the prior year revenue is budgeted in the prior year federal revenue sub object.
- Increase in MHSA funding primarily due to the expansion of existing MHSA programs, decreases in Medi-Cal billings and/or increases in program expenditures, and eliminating the use of 2011 Realignment for MHSA programs.
- Increase in 2011 Realignment primarily due a change in the distribution methodology for 1991 and 2011 Realignment that maximizes the use of available revenues. The change in the distribution methodology also resulted in a decrease in 1991 Realignment and shifted 2011 Realignment from MHSA programs to core programs. 2011 Realignment is being used to support the ICCs and the children's Comprehensive Assessment and Research Evaluation (CARE) project due to a funding reduction in Public Health IGT.

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- Decrease in State - 2011 Realignment revenues (AB 109) due to a reduction in contracted behavioral health services.
- Increase in Grant revenues primarily due to receipt of new competitive grant funds from State Proposition 47 Substance Abuse grant project which is intended to increase residential drug treatment capacity.
- Decrease in Charges for Services primarily due to a reduction by First 5 Commission in funding which contributes to the nonfederal match for children's mental health services. The decrease was partially offset with an increase of in Medicare revenue collections.

Primary Costs

Primary costs for Behavioral Health are: \$28,189,542 for Salaries and Employee Benefits; \$5,349,789 for Services and Supplies; \$55,144,345 for Other Charges; \$319,792 for Other Financing Uses; and \$2,335,934 for Intrafund Transfers.

The recommended appropriations for Behavioral Health include \$83,720,711 for Mental Health (BU 7700), \$21,349 Intergovernmental Transfers Projects (BU 7598) and \$7,597,342 for Substance Abuse (BU 7560).

The FY2018/19 Recommended Budget projects a \$5,435,203 or 6.3% net increase in appropriations primarily due to the following:

- Increase of \$1,354,544 in Salary and Benefits primarily due to negotiated increases, retirement and health insurance costs, worker's compensation, and increases in salaries for the addition of 3.2 FTE in the FY2018/19 Recommended Budget. These line item increases in costs were partially offset with a decrease in Call Back/OT, budgeted increase in Salary Savings and a reduction in extra help due to fewer contract psychiatrists being utilized.
- Increase of \$310,709 in Services and Supplies primarily due to increases in consultant services for MHSA programs, refresh computers, and County information technology services.
- Net increase of \$3,076,138 in Other Charges primarily due to proposed new Proposition 47 Grant contracts, augmented board and care costs, contracted services for locum tenens (contract psychiatrist services), WPC contractor costs, MHSA contracted program services for mobile crisis and prevention and early intervention, and the County's match for WPC. The increases are partially offset with a decrease in children's outpatient services due to a reduction in the current demand for children's services, Institute for Mental Disease (IMD) Offset State Hospital primarily due to an estimated reduction in the use of State hospital beds.
- Decrease of \$547,356 in Other Financing Uses due to reduced Pension Obligation Bond (POB) notes.
- Net increase of \$1,241,168 in Intrafund Transfers reflecting a funding reduction from Public Health Intergovernmental Revenue to support the CARES project and Integrated Care Clinics (ICC), a reduction in CalWORKs, Successful Mental Health and Addiction and Recovery Team (SMART) program funds, and a funding reduction in WPC grant funds for Family Health due to changes in the grant program structure. These reductions in funding are partially offset with an increase in Public Health Realignment to support WPC program expenditures that exceed the grant award, and increases in the Departmental Administrative Overhead charged to Behavioral Health.

Contracts

The recommended appropriations for Behavioral Health include \$48,792,566 or 53.4% in contracted services for the provision of an array of substance abuse and mental health services, with over half for the provision on inpatient facilities and crisis residential treatment. H&SS will return to the Board after the FY2018/19 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

## Summary of Division Budget

## 7780 – Fund 902-Behavioral Health Gerald Huber, Director of Health & Social Services Health & Public Assistance

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	43,759	43,863	47,475	3,612	8.2%
REVENUE FROM USE OF MONEY/PROP	166,561	4,000	0	(4,000)	(100.0%)
INTERGOVERNMENTAL REV STATE	24,253,285	30,783,403	34,302,245	3,518,842	11.4%
INTERGOVERNMENTAL REV FEDERAL	24,247,560	25,919,835	25,180,059	(739,776)	(2.9%)
CHARGES FOR SERVICES	921,017	827,447	700,205	(127,242)	(15.4%)
MISC REVENUE	343,365	0	0	0	0.0%
OTHER FINANCING SOURCES	18,791,273	20,671,977	24,655,744	3,983,767	19.3%
GENERAL FUND CONTRIBUTION	6,453,674	6,453,674	6,453,674	0	0.0%
<b>TOTAL REVENUES</b>	<b>75,220,494</b>	<b>84,704,199</b>	<b>91,339,402</b>	<b>6,635,203</b>	<b>7.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	23,768,974	26,834,998	28,189,542	1,354,544	5.0%
SERVICES AND SUPPLIES	4,026,070	5,039,080	5,349,789	310,709	6.2%
OTHER CHARGES	46,620,196	52,068,207	55,144,345	3,076,138	5.9%
OTHER FINANCING USES	862,729	867,148	319,792	(547,356)	(63.1%)
INTRA-FUND TRANSFERS	2,330,399	1,094,766	2,335,934	1,241,168	113.4%
<b>TOTAL APPROPRIATIONS</b>	<b>77,608,367</b>	<b>85,904,199</b>	<b>91,339,402</b>	<b>5,435,203</b>	<b>6.3%</b>
<b>NET CHANGE</b>	<b>2,387,873</b>	<b>1,200,000</b>	<b>0</b>	<b>(1,200,000)</b>	<b>(100.0%)</b>
<b>STAFFING</b>					
BEHAVIORIAL HEALTH	203.20	205.70	206	0.30	0.1%
<b>TOTAL STAFFING</b>	<b>203.20</b>	<b>205.70</b>	<b>206</b>	<b>0.30</b>	<b>0.1%</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

Changes in the Division's position allocations since the adoption of the FY2017/18 Budget are provided below:

On December 6, 2017, the following positions were deleted due in part to funding and in part to difficulty to fill:

- Deleted 1.0 FTE Mental Health Clinician (Licensed).
- Deleted 0.5 FTE Limited-Term Mental Health Clinical Supervisor.
- Deleted 1.0 FTE Mental Health Nurse.
- Delete 0.4 FTE Psychiatrist (Board Certified).

The FY2018/19 Recommended Budget includes the following position changes:

- Add 3.0 FTE Peer Mentor – (TBD) to provide peer support services funded with MHSA Community Services and Supports monies. (new classification required).
- Add 0.2 FTE to an existing .8 FTE Medical Assistant in the Integrated Care Clinics.
- Delete 1.0 FTE Mental Health Nurse in Adult Specialty Services.
- Add 1.0 FTE Mental Health Clinician (Licensed) in Adult Specialty Services.
- Extend 1.0 FTE Limited-Term Project Manager through June 30, 2019 in Clinical Administration.
- Extend 1.0 FTE Limited-Term Mental Health Clinical Supervisor through June 30, 2019 in Substance Abuse Services.
- Extend 0.5 FTE Limited-Term Office Assistant II through June 30, 2019 in Adolescent and Children's Services.

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- Extend 1.0 FTE Limited-Term Mental Health Clinician (Licensed) through June 30, 2019 in Mental Health Compliance, Quality and Outcomes.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

A number of issues exist statewide that continue to impact Behavioral Health Services delivery and financing. Access to long-term care facilities and housing for severely mentally ill adults continues to be a challenge in Solano County and across the State. Continued implementation of new County mandates in services to children is expected to increase service demand, particularly for youth with more severe needs. Providing these new mandated services with no dedicated or additional funding, coupled with the demands on the existing system, remains a concern. Revenues and expenditures will be carefully monitored and service levels may need to be adjusted based on available funding streams. It remains particularly important for Behavioral Health services to provide care collaboratively with other healthcare providers and County Departments, including Sheriff, Probation, and the Superior Court.

Implementation of a mobile crisis program is an ongoing need expressed by the community, consumers, and providers alike. As the Division looks to decrease costs, it is important to prioritize care that is more preventive and assertive earlier in the course of illness or an episode of care. Immediate response crisis services, in the home of the adult or child, is a cost-effective service that is shown to improve outcomes and decrease reliance upon crisis units, hospital Emergency Departments, and inpatient psychiatric hospitals. Other prevention-focused and community-driven interventions will need to set the foundation of service delivery.

AB 1297, passed in September 2011, eliminated the maximum cap on Medi-Cal reimbursement retroactive to January 1, 2009. In December 2017, the State issued claiming instructions for counties to claim uncompensated reimbursement for FY2008/09 and FY2009/10. The Department has submitted a claim for \$2,145,499. The timing of the receipt of the monies is unknown so the funding is not included in the Recommended Budget for FY2018/19.

Continuum of Care Reform Act (CCR)-State Mandate

CCR was initiated in FY2017/18 and added intensive services to all youth who would benefit from a particular intensive service array, a service type that was previously provided to Child Welfare Services (CWS) youth. The Division is working closely with CWS in monitoring the transfer of youth into the County; if numbers transferring in increase, the Division may need to adjust service delivery and available contracted services based upon those trends. It is highly likely that due to more affordable housing as compared to neighboring counties and more foster care placements within Solano County, that more youth will be transferred into Solano than will transfer to other counties for placement, with a net increase in youth with high service needs.

The State's efforts to reduce group home care and transition group homes to a "Short-Term Residential Treatment Program" (STRTP) model will require extensive coordination between children's mental health and CWS. This is a new service intended to provide intensive mental health care to youth who would formerly have been in group homes in order to stabilize their mental health so that they can be successful in a foster family placement. This is a new Medi-Cal service and an additional responsibility assigned to County Mental Health. As previous group homes become licensed by the State as STRTP's, Solano County Mental Health is required to contract with those facilities that are providing treatment to Solano County youth and to youth who are transferred to Solano County's jurisdiction for their mental health care. To date, there are no licensed STRTP's in Solano County, but that is likely to change during this fiscal year as existing group homes are working on converting their programs to STRTP. CWS will pay room and board for youth placed in approved STRTP's and the STRTP's will bill Mental Health for the treatment component for all youth placed regardless of county of origin.

Included in CCR is the State and federal approval requirement to allow for foster parents to bill Medi-Cal for services they deliver to their foster youth, referred to as Treatment Foster Care (TFC). As Foster Family Agencies (FFA) prepare their foster parents to deliver TFC, Mental Health is required to contract with FFA's and fund this additional mandate. This will increase the demands upon Behavioral Health to oversee Foster Family Agency contracts and their oversight of the service delivery and documentation of foster parents to mitigate audit risk and assure compliance with regulations. While the State has not yet offered guidance, Mental Health is anticipating this additional service to begin over the fiscal year. The financial demand may not be as significant as originally anticipated when the legislation passed because the requirements for both the foster families and foster family agencies may be so demanding that it discourages seeking this service.

The County's access to substance abuse treatment residential beds is impacted by surrounding counties paying higher rates by as much as double the daily bed rate when compared to Solano because many Bay Area counties have implemented the Drug Medi-Cal waiver, Organized Delivery System (ODS) which generates federal funding for residential services. The Division recently increased its daily bed rate significantly in order to be able access residential services.

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**DIVISION PURPOSE**

The mission of the Department of Health and Social Services - Health Services Division 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**Family Health Services

Family Health Services (FHS) operates brick and mortar, Federally Qualified Health Center (FQHC) (See glossary for definition) medical and dental clinics in Fairfield, Vacaville and Vallejo, as well as satellite and mobile clinics that provide medical and dental services, and limited mental health services, in Rio Vista, Dixon, and outlying areas throughout the County. The majority of patients served by FHS are Medi-Cal recipients; however, there are a number of uninsured, underinsured and homeless patients served by the clinics as mandated by Welfare and Institutions Code section 17000.

The key functional areas in Family Health Services include primary care, dental care, and behavioral health care.

Medical Services

Medical Services is comprised of the Local Emergency Medical Services (EMS) Agency and the Emergency Preparedness and Response Program and is responsible for designation and oversight of specialty care medical centers, including Trauma Centers, ST Elevation Myocardial Infarction (STEMI) Centers (hospitals that receive heart attack cases), Emergency Departments approved for Pediatrics, and Hospital/EMS Communication Base Stations. The Bureau also provides oversight of emergency medical licensed and accredited personnel, such as Mobile Intensive Care Nurses, Paramedics, and Emergency Medical Technicians, and coordinates and conducts the annual Statewide Medical and Health Exercise designed to test the County's medical partners' ability to effectively respond to, and recover from, catastrophic events and/or disasters. Medical Services also partners with the Occupational Health Program which ensures safeguards are rendered to Solano County's employees meeting the requirement of California Labor Code section 6401 through health screenings, tests, and administration of immunizations for County employees.

The key functional area in Medical Services includes emergency medical services.

Public Health

Public Health (PH) is responsible for monitoring, understanding, and helping to address health concerns facing the community. Public Health performs surveillance for communicable diseases, chronic diseases and injuries, and risk factors for health conditions, and it responds to emerging disease threats and outbreaks. It provides services to vulnerable populations and focuses on prevention of disease, disability and harmful health outcomes. Public Health communicates with the healthcare community and community partners to inform and coordinate on issues of importance, and with the public to provide residents with sufficient information to make healthy choices. Public Health is in the forefront of fostering and participating in community coalitions and professional networks, as well as in developing public health policies, and it is responsible for enforcing public health laws and regulations. Public Health also assists with emergency planning and response activities.

Key functional areas in Public Health include: communicable disease control; surveillance and epidemiology; health promotion and community wellness; public health laboratory; maternal, child and adolescent health; nutrition services; and vital statistics. In 2015, the Older and Disabled Adult Services Bureau integrated with Public Health along with services provided through In-Home Supportive Services, Adult Protective Services, Public Administrator/Public Guardian/Conservator, and the Public Authority.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Family Health Services

- On August 8, 2017, the Yocha Dehe Wintun Nation adopted a resolution allocating \$1,000,000 to fund several programs, one of which was proposed by FHS entitled 'A Prescription for Healthy Eating'. The program will bring healthy and nutritious food to the low-income, food insecure patients of Solano County's Family Health Services clinics, utilizing a commercial refrigerated vehicle that will work in concert with the existing mobile medical and dental clinics.

- FHS leadership has worked closely with its U.S. Health Resources and Services Administration (HRSA) Project Officer to assemble and resubmit a change in scope request to designate FHS clinics as 330e grant recipients. (330e - allowing for funds to be expended on all FHS patients). The submission was approved January 30, 2018, and allows for transitioning from the current Healthcare for the Homeless designation (330h - allowing for cooperative agreement funds to be expended only on patients qualifying as homeless) to a Community Health Center designation.

#### Medical Services

- On October 8, 2017, the EMS Agency was notified of the Atlas Fires affecting Napa, Solano, and Sonoma Counties. Local ambulance resources were mobilized to assist with transporting inpatients from various facilities to designated evacuation sites. On October 9, 2017, the EMS Agency was notified by the Sheriff's Department that the County's Emergency Operations Center (EOC) was being activated, and the decision was made to activate the Medical/Health Branch of the Operations Section. During the week of activation many requests for mutual aid were fulfilled with Solano County resources coordinated by the Medical and Health Operational Area Coordinator. EMS related activity continued for several weeks after the EOC was deactivated. Repatriation efforts associated with transporting Department of Developmental Services' patients from the Dixon Fairgrounds, Alternate Care Site back to the Sonoma Developmental Center occurred primarily on October 22, 2017. Medic Ambulance, Solano County's Exclusive Operating Area provider of Advanced Life Support ambulance services, provided all necessary ambulance services without requesting or utilizing mutual aid assets made available by the Federal Emergency Management Agency (FEMA).
- In November 2017, Emergency Medical Services facilitated a functional exercise focusing on public information and media relations. Representatives of the County's medical and health community were invited to hear from subject matter experts representing both the local print and television media markets. Tips were provided on how to effectively communicate with the media and conduct mock interviews.

#### Public Health

- In 2017, Solano Public Health completed the Community Health Improvement Plan and started the Public Health Strategic Plan. These reports are prerequisites required to apply for Public Health Accreditation through the Public Health Advisory Board (PHAB).
- At the end of 2016, the Solano County Advancing Racial Equity Team graduated from the Government Alliance on Race & Equity (GARE). Starting in January 2017, the Solano Team began facilitating a half-day training, *Advancing Racial Equity in Government: an introduction to institutional & structural racism*. The Solano Team has facilitated 16 Advancing Racial Equity trainings, to over 300 County employees and nearly 50 employees of community-based organizations, including staff of Solano County Health & Social Services, First 5 Solano grantees, Solano County Resource Management, the County Sheriff's Office, and others.
- In 2017, the Public Health Laboratory continued implementing its new Laboratory Information Management System for the maintenance and reporting of laboratory testing results. This modern system provides rapid web access for public health agencies and providers to view lab results 24/7 and is designed to meet the new State and national standards for electronic reporting of communicable diseases.
- Maternal, Child and Adolescent Health collaborated with partner agencies to attain and maintain high rates of entry into early prenatal care (first trimester care). In Solano County, the rates increased from 74.4% in 2004, to 78.7% in 2015, to 80.3% in 2016, and to 81.4% in 2017, exceeding the Healthy People 2020 goal of 77.9%. The overall rate of early prenatal care improved, in large part, because pregnant women with Medi-Cal had early prenatal care rates that significantly improved, increasing from below 50% in 2006 to an all-time high of 71.2% in 2016, over 20 points in ten years.
- The rate of exclusive breastfeeding among participants in the Women, Infants and Children (WIC) Program in 2017 was 26%, compared to 22.6% in 2016, and 22% in 2015. Prior to the Breastfeeding Peer Counseling program starting in 2010, the exclusive breastfeeding rate was 15.9%.
- In 2017, the Nutrition Education and Obesity Prevention Program of the Nutrition Services Bureau provided funding to assist in development of 15 school gardens in the Vallejo City Unified School District and two school gardens in the Fairfield Suisun Unified School District. Funds were provided for gardening supplies and staff salaries to teach gardening concepts as part of nutrition education efforts that reinforce the beneficial nutrition aspects of gardening.

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- In 2017, the Health Promotion & Community Wellness Bureau worked with the City of Suisun City and the Greater Vallejo Recreation District to enhance their parks through a new Healthy Parks Policy, which has led to more than 40 new water stations in their parks, provided by Solano County through the Centers for Disease Control and Prevention (CDC) Partnerships to Improve Community Health grant, as well as to both cities making their parks smoke-free 24 hours per day, seven days a week (including e-cigarettes and vaping). Further work with the City of Fairfield has led to a city ordinance restricting all outdoor smoking in the downtown Fairfield area.

## **WORKLOAD INDICATORS**

### Family Health Services

- In 2017, FHS provided primary care and dental health services to 25,223 clients, a 3.1% increase over the previous year.
- The number of patients assigned by Partnership HealthPlan of California to FHS for primary care reached 28,943 in 2017.
- The FHS Services' call center received 117,666 calls in 2017, a 2.8% increase over the prior year, and experienced an 8% call abandonment rate, a slight increase from the prior year.

### Medical Services

- In 2017, there were 348 Emergency Medical Technicians who certified, recertified, and/or registered in Solano County. Of the 348 individuals processed, 75 were initial certifications, 201 were recertifications, and 72 were registrations.
- A total of 141 Paramedics were newly accredited or recertified in Solano County for 2017.

### Public Health

- In FY2016/17, the Public Health Laboratory performed or referred 21,264 tests for infectious diseases and water quality monitoring, including: over 4,100 tests for active and latent tuberculosis (TB); 2,978 tests for childhood blood lead levels; 1,198 tests for sexually-transmitted diseases; 411 tests for animal rabies; 1,286 tests for Zika virus; and 4,913 water quality tests on drinking water, wells, recreational water, and wastewater systems for providers, agencies and the public.
- In FY2016/17, nearly 1,400 home visits were made by public health nurses and home visiting staff in the District Public Health Nursing Program, with families receiving prenatal and postpartum nursing assessments, breastfeeding support, and referral and linkage to more than 2,100 needed community services. In addition, 1,094 home visits were made by staff in the Healthy Families America Program.
- In FY2016/17, California Children's Services, which serves medically fragile children, opened 382 new cases for an average monthly total caseload of 1,134. In addition, 3,279 Service Authorization Requests were authorized, and 91% of new referrals were entered into the Children's Medical Services Web System within 5 days.
- In 2017, the WIC Program served a monthly average of 8,747 clients (pregnant women, postpartum women and children less than 5 years of age). This is compared to 8,900 per month in 2016; 9,943 per month in 2015; 10,432 per month in 2014; and 10,896 per month in 2013.
- In FY2016/17, the Health Promotion and Community Wellness Bureau, with our community partners NorthBay Hospital, Salvation Army (KROC Center) and Area Agency on Aging, held 11 Stepping On classes, and 8 Tai Chi: Moving for Better Balance classes to prevent and reduce senior falls.
- In FY2016/17, the Sexually-Transmitted Diseases branch of the Communicable Disease Program received 2,308 Chlamydia, 682 Gonorrhea, and 111 new Syphilis case reports. The program provides education and follow-up for all untreated youth, untreated prenatal women and all Syphilis cases.
- The Vital Statistics Unit provided 22,958 death permits, death certificates, and birth certificates in 2017.

## **DIVISION BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$17,206,645 or 20.5% in revenues and a decrease of \$20,314,877 or 23.1% in appropriations when compared to the FY2017/18 Adopted Budget. The Recommended Budget includes \$826,601 in appropriations that will be funded with prior year Public Health-Intergovernmental Transfer (IGT) (See glossary for definition) restricted funds. The Net County Contribution increased by \$809,548.



Primary Funding Sources

The primary funding source for FHS is Federally Qualified Health Center (FQHC) funds. Primary care and dental clinics are designated as FQHC sites through the Healthcare for the Homeless grant administered by the Health Resources and Services Administration (HRSA). FQHCs are non-profit or public entities that serve designated medically underserved populations/areas or special medically underserved populations comprised of migrant and seasonal farmworkers, the homeless or residents of public housing. The FQHC designation allows clinics to bill a bundled rate per visit (PPS – prospective payment system) instead of a fee-for-service rate.

FQHC reimbursement is based on a site-specific encounter rate with an interim encounter rate established during a designated rate setting year. The Department of Health Care Services (DHCS) conducts an audit of the interim rate at a much later date in order to set a permanent rate. H&SS has already received permanent rates for 355 and 365 Tuolumne in Vallejo, 2101 and 2201 Courage in Fairfield, and for the dental van. An interim rate was established for the Vacaville Clinic in FY2013/14 and for the Primary Care Van in FY2016/17. Other important funding sources for FHS include the Healthcare for the Homeless Grant and the Ryan White (HIV/AIDS) Grant.

Funding sources for PH include various federal grants; fee-for-service; revenue contracts with colleges, other counties and private companies; IGT; and federal and State allocations. Programs utilizing federal grants include Nurse-Family Partnership, Health Education and Women, Infants, and Children (WIC). Programs utilizing fee-for-service and revenue contracts include the Public Health Laboratory, Vital Statistics, Health Promotion and Community Wellness, and Student Health Services. Programs utilizing federal and State allocations include Tuberculosis Control, Communicable Disease, AIDS Surveillance, AIDS Community Education, Health Promotion and Community Wellness, Public Health Nursing, Childhood Lead Poisoning Prevention, Immunization, California Children's Services, Child Health and Disability Prevention, Nutrition Services, and Maternal, Child and Adolescent Health.

The funding sources for Medical Services are 1991 Realignment and County General Fund.

The FY2018/19 Recommended Budget for Health Services includes a \$17,206,645 or 20.5% net decrease in revenues compared to the FY2017/18 Adopted Budget. The County Contribution of \$2,259,897 has increased by \$809,548 or 55.8%. The net decrease in revenue is due to the following:

- Decrease of \$93,631 in Interest Income due to these funds being recorded as part 1991 PH Realignment revenues.
- Decrease of \$932,383 in 1991 PH Realignment due to a decrease in costs that are funded by 1991 PH Realignment such as Pension Obligation Bonds and extra help personnel.
- Decrease of \$1,717,969 in Federal Aid primarily due to the expiration of the Opt Out and Lifetime of Wellness grants in FY2018/19, the expiration of the Partnership in Community Health (PICH) grant in FY2017/18, and decreases in the HRSA grant and California Home Visiting grants.
- Decrease of \$283,134 in Targeted Case Management (TCM) revenues and reimbursement from the Solano Emergency Medical Services Cooperative (SEMSC) due to staff vacancies and reassignments.
- Decrease of \$12,275,358 in IGT revenue as that revenue was associated with prior year participation in the IGT Program.
- A net increase of \$195,669 in State funding due to an increase in Proposition 56 funding for Oral Health and a decrease in California Children's Services (CCS) funding.
- Increase of \$117,992 in Other Professional Services due to an increase in Public Health Laboratory reimbursement for testing services provided to hospital clients.
- Decrease of \$3,601,265 in FQHC revenues due to a Medi-Cal payback to DHCS in FY2018/19 as a result of continuing vacancies and provider productivity in the FHS clinics, and a reduction in the appropriations for the Touro contract and termination of the Locum Tenens contract.
- Increase of \$570,337 in Other Revenue primarily due to an increase in the Quality Improvement Plan (QIP) payments from Partnership HealthPlan (PHP) and the award of a \$50,000 grant from Kaiser for Health Education.

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- Increase of \$809,548 in County General Fund due to the payment of the CMSP participation fee. This fee was waived in FY2017/18.

Primary Costs

Primary costs for Health Services are \$37,949,869 for Salaries and Employee Benefits, \$10,502,421 for Services and Supplies, \$13,354,039 for Other Charges which include \$2,387,398 in contracted direct services; \$175,460 in Fixed Assets; \$437,091 for Other Financing Uses, and \$5,103,628 for Intrafund Transfers.

The primary programs in Health Services are Public Health (BU 7800) with appropriations of \$30,484,282; Medical Services (BU 7588) with appropriations of \$7,948,163 and Family Health Services (BU 7580) with appropriations of \$29,090,063.

The FY2018/19 Recommended Budget for Health Services projects a \$20,314,877 or 23.1% net decrease in appropriations compared to the FY2017/18 Adopted Budget. The net decrease in appropriations is due to the following:

- Net decrease of \$1,082,596 in Salaries and Employee Benefits primarily due to an increase in salary savings from 5% to 15% in FHS and from 5% to 7% in Public Health to more accurately reflect savings due to vacancies and recruitment challenges.
- Net decrease of \$4,918,734 in Services and Supplies primarily due to a decrease in Drugs & Pharmaceuticals, Medical/Dental Supplies, Controlled Assets and Computer Components, and Education & Training in FHS to better align their budget with actual spending trends; a decrease in Contracted Services due to the elimination of scanning, billing and coding, recruitment, and electronic health records contracts in FHS and the elimination of contracts for work completed in the prior year, contracts budgeted as emergency and program placeholders, and contracts with expired funding in Public Health; a decrease in Other Professional Services for recruiter contracting, expired grant programs, and the elimination of emergency contracts previously budgeted; an increase in Department of Information Technology (DoIT) charges; and a \$2.4 million decrease in Special Departmental Expense for the State administrative fee for intergovernmental fund (IGT) that is not budgeted in FY2018/19.
- Net decrease of \$13,265,116 in Other Charges primarily due to a one-time \$12.3 million IGT payment to DHCS in FY2017/18; a decrease in contracted direct services due to reduced appropriations for the Touro contract based on historical usage and the elimination of the Locums contracts, offset by increases for the CMSP participation fee and Countywide Administrative Overhead.
- Increase of \$63,353 in Fixed Assets due primarily to increases in equipment requests for FHS and the Public Health Lab.
- Decrease of \$740,818 in Other Financing Uses primarily due to a decrease in pension obligation bonds (POB) rates.
- Net decrease of \$370,966 in Intrafund Transfers due primarily to an increase in the Division's share of Health & Social Services (H&SS) Administration Overhead, a net decrease in IGT funds transferred to the Behavioral Health for the Integrated Care Clinics and the Child Haven CARE contract, and an increase in IGT funds to Older Disabled Adult Services for the TACOMA project.

Contracts

The FY2018/19 Recommended Budget for Health Services includes a total of \$4,092,909 or 6.06% in contracted services for the provision of services to FHS and Public Health. H&SS will return to the Board after the FY2018/19 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

The FY2018/19 Recommended Budget includes the following fixed assets:

- \$135,460 for Public Health Laboratory equipment (iSeq 100 System, Centrifuge, and Sequencing instrument).
- \$30,000 for a Q-matic machine in FHS.
- \$10,000 for equipment enhancements to the smart register in Vital Statistics.

## Summary of Division Budget

## 7880 – Fund 902-Health Services Gerald Huber, Director of Health & Social Services Health & Public Assistance

### DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	19,345	8,500	23,000	14,500	170.6%
FINES, FORFEITURES, & PENALTY	251,317	274,000	266,500	(7,500)	(2.7%)
REVENUE FROM USE OF MONEY/PROP	100,166	93,631	0	(93,631)	(100.0%)
INTERGOVERNMENTAL REV STATE	29,065,858	36,780,456	23,809,749	(12,970,707)	(35.3%)
INTERGOVERNMENTAL REV FEDERAL	11,072,429	12,891,621	11,134,872	(1,756,749)	(13.6%)
INTERGOVERNMENTAL REV OTHER	793,872	976,244	942,563	(33,681)	(3.5%)
CHARGES FOR SERVICES	21,070,679	28,306,611	24,698,784	(3,607,827)	(12.7%)
MISC REVENUE	3,083,025	2,553,206	3,123,543	570,337	22.3%
OTHER FINANCING SOURCES	851,629	567,934	436,999	(130,935)	(23.1%)
GENERAL FUND CONTRIBUTION	2,259,897	1,450,349	2,259,897	809,548	55.8%
<b>TOTAL REVENUES</b>	<b>68,568,217</b>	<b>83,902,552</b>	<b>66,695,907</b>	<b>(17,206,645)</b>	<b>(20.5%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	31,644,101	39,032,465	37,949,869	(1,082,596)	(2.8%)
SERVICES AND SUPPLIES	10,103,720	15,421,155	10,502,421	(4,918,734)	(31.9%)
OTHER CHARGES	17,605,685	26,619,155	13,354,039	(13,265,116)	(49.8%)
F/A EQUIPMENT	45,232	112,107	175,460	63,353	56.5%
OTHER FINANCING USES	1,913,549	1,177,909	437,091	(740,818)	(62.9%)
INTRA-FUND TRANSFERS	3,362,278	5,474,594	5,103,628	(370,966)	(6.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>64,674,566</b>	<b>87,837,385</b>	<b>67,522,508</b>	<b>(20,314,877)</b>	<b>(23.1%)</b>
<b>NET CHANGE</b>	<b>(3,893,652)</b>	<b>3,934,833</b>	<b>826,601</b>	<b>(3,108,232)</b>	<b>(79.0%)</b>
<b>STAFFING</b>					
HEALTH SERVICES	313.60	332.40	329.50	(2.90)	-0.9%
<b>TOTAL STAFFING</b>	<b>313.60</b>	<b>332.40</b>	<b>329.50</b>	<b>(2.90)</b>	<b>-0.9%</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

- In September 2014, H&SS received grant funding of \$3,693,594 from the Department of Health and Human Services Centers for Disease Control and Prevention for the Partnerships in Community Health Program allowing for increased chronic disease prevention services. This grant program ended in September 2017.
- The County Medical Services Program (CMSP) Participation Fee of \$809,548 that has been waived for the past several years is included in the FY2018/19 Recommended Budget along with corresponding County General Fund.
- The Recommended Budget does not include budgeted revenues or administrative fees associated with next year's IGT (rate year 2017/18 or Round 5) as information on new requirements and contribution amounts have not been finalized.

### SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2017/18 Budget are provided below:

On September 26, 2017, the following position was reclassified:

- Reclass 1.0 FTE Social Worker III to a 1.0 FTE Mental Health Clinical Supervisor in the Maternal Child and Adolescent Health program; funded by Title XIX revenues.

On December 6, 2017, the following positions were deleted:

- Deleted 0.2 FTE Dentist in FHS.
- Deleted 0.5 FTE Occupational Therapist in Public Health's California Children's Services program.
- Deleted 0.2 FTE Office Assistant II in Public Health's Vital Statistics program.

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- Deleted 0.5 FTE Project Manager in Public Health's Health Education program.

On December 12, 2017, the following position was deleted:

- Deleted 1.0 FTE Public Health Nurse in Public Health's Maternal, Child and Adolescent Health Bureau.

The Midyear Report, approved by the Board on March 25, 2018, included the following:

- Reclass 1.0 FTE Office Assistant II to a 1.0 FTE Administrative Secretary in Family Health Services.
- Delete 0.5 FTE Public Health Lab Technician in the Public Health Lab.

The FY2018/19 Recommended Budget includes the following position changes:

- Transfer 1.0 FTE Health Education Specialist from Health Services to Tobacco Prevention and Education Program to support the increased demands of that program which require dedicated staff, funded by Proposition 56 funding.
- Transfer 1.0 FTE Senior Health Education Specialist from Health Services to Tobacco Prevention and Education Program to support the increased demands of that program which require dedicated staff, funded by Proposition 56 funding.
- Add 1.0 FTE Clinic Registered Nurse Senior to FHS, Vallejo clinic for the supervision of subordinate staff, funded by FQHC revenues.
- Add 1.0 FTE Health Services Administrator/Clinic Administrator TBD to FHS to oversee clinic operations, funded by FQHC revenues and 1991 PH Realignment.
- Delete 1.0 FTE Health Services Manager in the Emergency Preparedness and Response Bureau.
- Add 1.0 FTE Epidemiologist Senior/TBD to lead and direct epidemiologic, surveillance and applied research activities in the Public Health, Assessment and Policy Development Bureau, funded by 1991 PH Realignment.
- Delete 1.0 FTE Epidemiologist from Public Health, Assessment and Policy Development Bureau.
- Add 1.0 FTE OA I/II to Public Health, Vital Statistics program to assist with workload, funded by 1991 PH Realignment.
- Add 1.0 FTE Mental Health Clinician (Licensed) to the Public Health Maternal Child and Adolescent Health program to provide Mental Health services to new moms experiencing postpartum depression, funded by Mental Health Services Act (MHSA) revenue.
- Delete 1.0 FTE Senior Medical Records Technician from the Public Health California Children's Services program.
- Convert 1.0 FTE Limited-Term Health Education Specialist to 1.0 FTE Health Education Specialist regular position in the Emergency Preparedness and Response Bureau to continue a variety of emergency preparedness assignments, funded by Public Health Emergency Preparedness and Hospital Preparedness federal funding.
- Convert 1.0 FTE Limited-Term Health Education Specialist to 1.0 FTE Health Education Specialist regular position in the WIC program providing health education services to WIC clients, funded by WIC.
- Extend 1.0 FTE Limited-Term Project Manager through June 30, 2019 in the Emergency Preparedness and Response Bureau to continue a variety of emergency preparedness assignments.
- Extend 1.0 FTE Limited-Term Health Education Specialist, Senior through June 30, 2019 in the Health Promotion and Community Wellness Bureau providing communicable disease education.
- Extend 1.0 FTE Limited-Term Project Manager through June 30, 2019 in the Health Promotion and Community Wellness Bureau providing chronic disease prevention services.
- Extend 2.0 FTE Limited-Term Health Education Specialist through June 30, 2019 in the Health Promotion and Community Wellness Bureau providing chronic disease prevention services.
- Extend 1.0 FTE Limited-Term Health Services Manager through June 30, 2019 in the Health Education Bureau providing management services to the following two Health Education programs: Alcohol, Tobacco and Other Drugs Prevention and Injury prevention.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Physician vacancies in FHS, particularly adult primary care providers, continue to be a challenge. The County, in conjunction with Partnership HealthPlan (PHP), is continuing to provide incentives and moving allowances to eligible providers. Additionally, the County is utilizing State and federal Student Loan reimbursement programs for eligible providers. H&SS continues to contract with a nationwide recruiter to specifically target physician recruitments for the primary care clinics and inform providers that are looking for new employment about the benefits of working for Solano County. With the nationwide shortage of primary care providers, the competition to hire them has increased and continued efforts to enhance compensation for providers will be important to maintain current gains and fill remaining vacancies.

Provider recruitment and retention, along with productivity targets and revenue cycle management, is critical to the generation of revenues in the clinics. The number of vacancies is a contributing factor to revenue reduction in the clinics. To balance the budget, the clinics must maintain a vacancy rate substantially below historical rates, achieve productivity targets, and efficiently manage revenues. The clinics have historically relied upon 1991 PH Realignment to cover the funding gap. While the recent HRSA Community Health Center designation change will likely result in additional grant revenue, there is a chance that FHS may need to ask for additional County General Fund support if the physician recruitment and retention trend continues beyond FY2018/19.

The status of the Affordable Care Act (ACA) under the federal administration remains unresolved. Through ACA, counties' costs of serving the indigent population decreased as many formerly uninsured individuals obtained health coverage through the Medicaid expansion implemented under the ACA. In June 2013, the State signed into law AB 85 (See glossary for definition) which provided a mechanism for the State to redirect counties' 1991 Public Health Realignment funding previously dedicated to pay for indigent healthcare costs to fund social services programs, specifically the CalWORKs grant increases. For Solano County, the amount redirected each year is \$6.9 million. In the meantime, counties remain responsible for providing healthcare to the indigent population under W&I Code section 17000. A repeal of the Medicaid expansion under ACA would significantly increase counties' indigent healthcare costs, leaving counties with no dedicated funding stream. Public Health programs could also be affected if the ACA Prevention and Public Health Fund is either cut or redirected, as these dollars are used to fund numerous programs at the Centers for Disease Control and Prevention, including funds directed to the State and local levels for immunizations, Tuberculosis control and other Communicable Disease programs. The current federal administration's position on immigration and undocumented individuals has created a substantial amount of concern in the community. Many residents of the County have chosen to avoid utilizing certain public services while these tensions remain high. For Public Health, this is most evident in the WIC Program. Prolonged reduction in the number of WIC clients may result in a reduction in the County's WIC funding allocation.

The Governor's decision in January 2017 to eliminate the Coordinated Care Initiative (CCI) (See glossary for definition and Fund 152 - BU 1520 for a detailed explanation) and the associated impacts to funding for In-Home Supportive Services (IHSS) has resulted in redirection of 1991 Realignment growth funding (funding above an annual base allocation), including the Public Health share of 1991 Realignment, to Social Services to offset a portion of the increase in the County's maintenance of effort (MOE) for IHSS. Public Health will not receive growth funding above its 1991 Realignment base allocation for three years, and only half of its growth allocation for two additional years. In addition to the funding level remaining flat at its current base for multiple years, it is possible that in recessionary years the 1991 Realignment base allocation for Public Health may be reduced. It is also possible for up to 10% of Public Health's base allocation to be redirected to County Social Services as a measure to help the County pay for the significantly increased IHSS MOE. While the potential 10% redirection will not occur in FY2018/19, it will have a revenue impact on Public Health in any year where it occurs. Public Health has developed a plan to accommodate these expected and potential reductions in 1991 Realignment funding.

Health Services has applied to the California Department of Health Care Services for a fourth year of IGT funds to help maintain and improve current public health and healthcare services and to improve access to those services for eligible County residents. Health Services is currently working with PHP to explore the feasibility of continued IGT-like funding on an annual prospective basis, but the prospects for this are uncertain at present.

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Implementation of the new Whole Child Model in the California Children's Services Program will result in a transfer of most case management services in this program from Public Health to PHP, accompanied by a significant reduction in funding for CCS in Public Health. Implementation of this change is tentatively scheduled for January 2019. Public Health is prepared for this change and has begun to implement the necessary adjustments in staffing.

**DIVISION PURPOSE**

The Department of Health and Social Services - Social Services Division Budget has 16 major programs primarily providing services in the following broad categories: Child Welfare Services (CWS); Employment and Eligibility Services (E&E), which includes Welfare Administration (WA); and the Older and Disabled Adult Services Bureau (ODAS). In addition, the Social Services Division is also responsible for In-Home Supportive Services (IHSS) Public Authority Administration (BU 7690). Staff in these divisions are responsible for issuing assistance to clients as budgeted in the Public Assistance Division (BU 7900).

Child Welfare Services

Child Welfare Services (CWS) is a State supervised, County administered program. The program's purpose is to prevent, identify and respond to allegations of child abuse and neglect. Families in the child welfare system receive services so that children can remain safely in their homes, and children who are temporarily removed from their homes can 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.

Employment and Eligibility Services

E&E contributes to Solano County residents' well-being by providing safety net public assistance, medical insurance enrollment and employment services programs. E&E promotes self-reliance by assisting low income families and individuals with obtaining employment, access to health care, and food and cash assistance.

Welfare Administration

WA and the Special Investigations Bureau (SIB) provide overall administration and program integrity through comprehensive investigations of fraud allegations in social services programs, the collection of debts, and the timely hearing of appeals.

Special Projects

The Special Projects budget is used for projects that have funding sources separate from State social services funds and that are not included in the consolidated social services County Expense Claim for State reimbursement.

Older and Disabled Adult Services

The Bureau of Older & Disabled Adult Services (ODAS) provides interdisciplinary services to the elderly and disabled who are among the County's most isolated and vulnerable residents. ODAS focuses on comprehensive, integrated assistance through multiple programs: In-Home Supportive Services; Adult Protective Services; Public Administrator/Public Guardian/Public Conservator; and the Public Authority for IHSS. Although included under Social Services for budgeting purposes, ODAS is organizationally integrated under the Public Health Division. This integration provides for a preventative health focus for the aged and disabled communities in the County.

**FUNCTION AND RESPONSIBILITIES**Child Welfare Services

The mission of CWS is to protect children from abuse and neglect by strengthening families or finding safe, permanent homes so that children can grow into healthy productive adults. CWS includes a Hotline and Emergency Response 24/7 Services, Family Maintenance and Family Reunification Services, Permanent Placement Services including Adoption Services, and Supportive Transition Services. The programs were passed by State legislation in 1982 with Senate Bill 14 to implement federal requirements under Public Law 96-272.

- Hotline/Emergency Response staff investigate 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.

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- Family Maintenance and Family Reunification provides an Intensive Family Services model which engages families, including frequent social worker contact, to address the factors that necessitated CWS involvement through a family focused service approach to support families.
- Permanency Placement and Adoption provides services to those children who cannot return to a parent's custody. Permanency Placement services are meant to ensure that these children can grow up in a permanent, safe and secure living arrangement. Adoption Services provides the full range of adoption and support services including concurrent planning, placement of children in adoptive homes, and post-adoptive services to the adopting family and children.
- Supportive Transition provides services to non-minor dependents up to 21 years of age. The majority of these young adults choose to transition into supervised independent living placements or transitional housing programs and are working towards educational and vocational goals.

CWS also provides specialty services including Foster Care Eligibility Services which determine the eligibility and funding source that pays for out-of-home placement for children who are placed in foster care by CWS and Probation; Resource Family Approval (RFA) services for children who are in out of home placements 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; Legal services and records retention support; Family Preservation Services to support children reunifying with their families and remaining safely in their own homes; and Visitation Services to support the parent child interaction and reunification.

#### Employment and Eligibility Services

E&E provides public assistance, including nutrition, healthcare coverage, housing assistance, cash aid, and employment and training resources to Solano County residents and assists the recipients towards self-sufficiency. As of May 2018, 107,820 County residents, or 24.5% of the County population were receiving public assistance benefits, up from 80,611, or 19.2% of the County population five years earlier. These benefits have a significant impact on the County's economy. E&E provides cash aid to over 4,200 families per month; food assistance to over 21,000 families; Medi-Cal coverage to over 52,300 families per month; and County Medical Services Program (CMSP) coverage to less than 10 individuals.

#### Welfare Administration and Special Investigations Bureau

WA and the SIB conduct investigations annually to ensure the prevention and detection of fraud cases. SIB is also responsible for the computation and collection of California Work Opportunity and Responsibility to Kids (CalWORKs) (See glossary for definition) overpayments and Food Stamp over issuances, as well as the collection of General Assistance debts. The Appeals Unit within SIB is responsible for the timely hearing of appeals of adverse actions filed by recipients. SIB also manages the H&SS employee identification badge access system.

#### Special Projects

Special Projects is used to account for appropriations related to information technology systems and special programs. Information Technology projects include the CalWORKs Information Network (CalWIN) public assistance case management system. Special Programs include Transitional Housing Program Plus (THP-Plus) for transition age youth.

#### Older and Disabled Adult Services

ODAS is responsible for the In-Home Supportive Services (IHSS) program, Adult Protective Services (APS), and the Public Administrator/Public Guardian/Public Conservators (PA/PG/PC) Office. IHSS is a Medi-Cal 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. OSAS IHSS staff provide coordinated case management services which include program eligibility, intake assessments, annual reassessments, community referral resources, payroll assistance, and referrals to the IHSS Public Authority (BU 7690) for recipient-provider matching services. APS responds to and performs investigations of allegations of elderly or dependent adult abuse or neglect (including self-neglect); it is available 24 hours per day, 7 days per week. The Public Guardian (PG) provides personal and financial services to individuals who have been conserved by the Court and who are unable to care for themselves and/or manage their own affairs. The Public Administrator's responsibilities are to search for next-of-kin, authorize the disposition of decedents' remains, and oversee the distribution of decedents' estates when they have left no direction and/or executor for that purpose. The Public Authority's (PA) goal is to assist IHSS consumers who need providers by matching them to a provider on the PA's registry; the PA recruits, screens and trains registry providers.



The IHSS Public Authority is discussed in Department (BU 1520) and H&SS Social Services' Bureau IHSS Public Authority (BU 7690).

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Employment and Eligibility Division (E&E)

- Solano County consistently maintains one of the lowest active error rates for the CalFresh (See glossary for definition) program in the State. In 2017, Solano County's error rate was 0.59% compared to the California State average of 4.58%.

Welfare Administration

- In 2017, the Special Investigations Bureau conducted 2,454 welfare fraud investigations. This has resulted in \$7.6 million in cost savings in the CalWORKs and CalFresh programs.

Child Welfare Services

- Child Welfare successfully decreased its group home care to family based care from the period of February 2017 – December 2017 from 39 youth to 22 youth in care as part of Continuum of Care (AB 403 – CCR) (See glossary for definition) efforts towards permanency.
- Resource Family Approval (RFA), a key component of CCR, was marked with both successes and challenges. RFA provides the opportunity to embrace a new era of recruitment, training, and engaging relative caregivers and prospective foster parents in order to increase community and relative placements so that group home placements are reduced. An ongoing challenge is consistently approving families with placement within 90 days as required, primarily due to staffing resources required initially to address approvals.

Older and Disabled Adult Services

- In 2017, APS continued to work regionally to implement the National Adult Maltreatment Reporting System (NAMRS). Through our APS LEAPS database vendor, quantitative and qualitative data on APS practices and policies are collected for research and best practice development in order to evaluate and improve the APS program. ODAS is reaching out to all community law enforcement agencies to build partnerships with an educational campaign addressing elder abuse.

In-Home Supportive Services

- In response to the County of Solano Office of the Auditor-Controller review of the IHSS program in 2017, multiple program adjustments have been completed including direct mailings, unannounced home visits and State required desk reviews and home visits. Additional adjustments including supervisor review and approval of intake cases and random reviews of provider timesheets and are in progress. The IHSS Quality Assurance (QA) team continues to address CDSS' quality initiative expectations of the county social worker's role and responsibilities in assessing and authorizing IHSS program services.

Network of Care

- Launched in July 2017, SolanoCares4Seniors.org is a one-stop internet based resource to connect seniors, families and service providers to up-to-date information about health topics, events and local services. During FY2017/18, the Network of Care added information for disabilities to the website.

**WORKLOAD INDICATORS**Child Welfare Services

- In 2017, CWS received 4,897 reports for allegations of child abuse which were evaluated and assessed. Of the 4,897 allegations, 2,199 led to investigations.
- As of May 1, 2018, CWS has 335 children in out of home placement, 129 children residing with relatives, 20 children in group homes, 12 residing in foster family homes, 146 residing in Foster Family Agency homes, 22 young adults in supportive transition arrangements, and 6 children in other types of placements. CWS also provided services to 67 children remaining in the care of their parents and 84 children in Legal Guardianship placements.

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Employment and Eligibility Division

- In calendar year 2017, E&E received an average of 4,016 applications for enrollment to benefits and services per month, a decrease of 113 applications per month from the prior year, and processed 159,776 visitors to the E&E offices.
- In calendar year 2017, E&E continuing caseload Call Center (Benefits Action Center) handled 60,296 calls from the public, a 15% decrease or 10,879 fewer calls from 2016.
- In calendar year 2017, E&E assisted 93 families in obtaining permanent housing, a 60% increase and 35 additional families, over the prior year.

Welfare Administration

- The Special Investigations Bureau Overpayment Recovery Unit computed 479 overpayments/over issuances totaling over \$1.0 million in the CalWORKs and CalFresh programs.
- The Appeals Unit had 1,369 requests for hearings. There was no noticeable change from the prior year.

ODAS

- Adult Protective Services (APS) received 1,627 reports of allegations of abuse, up 3% from FY2016/17 is count of 1,577.
- In-Home Supportive Services (IHSS) received 1,534 applications for services, an increase of 121 requests over the prior period.
- Public Administrator (PA) managed an average of 174 cases per month; Public Guardian (PG) managed an average of 95 cases per month; and Public Conservator (PC) managed an average of 33 cases per month.

IHSS Public Authority workload indicators are provided in the IHSS Public Authority (BU 7690) Budget Narrative.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents decreases of \$1,194,658 or 1.1% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. The County General Fund Contribution of \$5,809,976 reflects an increase of \$390,601 or 7.2% primarily to fund increased costs in the administration of CalFresh, IHSS and PG.

Primary Funding Sources

The primary funding sources for Social Services' 16 major programs are State allocations, federal funds, 2011 Realignment (See glossary for definition), and 1991 Realignment (See glossary for definition).

Federal funding includes the following: Title IV-E for Adoptions, Commercially Sexually Exploited Children (CSEC) Program, Child Welfare Services, Independent Living Program (ILP) and Kinship Guardianship Assistance Payment Program (Kin-GAP); Title XIX for Medi-Cal and Health Related (CWS, IHSS and APS); Temporary Assistance for Needy Families (TANF – See glossary for definition) for CalWORKs and CWS Emergency Assistance; Title XX for Child Welfare Services; Title IV-B for Child Welfare Services and Promoting Safe and Stable Families (PSSF); and State Administrative matching grants for the Supplemental Nutrition Assistance Program (SNAP) from the Department of Agriculture also known as CalFresh.

State funds are primarily used for the following programs: IHSS, CalWORKs and CalFresh administration. State funds are also allocated to support components of administering child welfare services that are not part of 2011 Realignment which includes the implementation of CCR. In the FY2018/19 Recommended Budget, the non-federal share of costs related to CCR activities are funded with State revenue and 1991 Realignment.

H&SS is projecting approximately \$20,354,240 in Realignment revenues in FY2018/19. The estimated Realignment receipts are calculated by multiplying Solano County's percentage share of projected sales tax and vehicle license fee revenues by the statewide amount projected in the Governor's Proposed Budget. Although H&SS is projecting that there will be sufficient combined 1991 and 2011 Realignment revenues to cover projected expenditures in FY2018/19, future realignment receipts may not be sufficient to cover increasing administration and assistance costs (foster care and adoptions assistance). This poses an ongoing concern, particularly to CWS and APS programs that solely rely on Realignment funds to cover 100% nonfederal share of administration costs. Both 1991 and 2011 Realignment are funded by sales tax and vehicle license fees. Receipts from both sources typically experience a downward trend during periods of poor economic performance.

State reconciliation of the new FY2017/18 IHSS Maintenance of Effort (MOE) may result in additional FY2018/19 costs not currently included in the Recommended Budget. The new IHSS MOE structure is explained in detail under (Fund 152 - BU 1520).

The Governor's January Proposed Budget for FY2018/19 projects a continuous decline in overall CalWORKs caseload resulting in reductions in the Employment Services and Child Care components of the CalWORKs Single Allocation. The Statewide net decrease in all components of CalWORKs Single Allocation is approximately \$56,511,000 from FY2017/18 to FY2018/19. It is projected that Solano County's allocation will be \$389,769 lower than its FY2017/18 allocation of \$18,385,345.

The County has a required share of cost for the administration of most Social Services programs, with the exception of ILP, Providing Safe and Stable Families (PSSF), Medi-Cal, and CMSP. County General Fund is also used for the administration costs of the General Assistance and Public Guardian programs.

The County MOE for CalWORKs/CalFresh programs is \$1,870,052. The CalFresh Match Waiver (See glossary for definition) is fully phased out in FY2018/19; therefore, in FY2018/19 the County is required to pay 100% of its share of the nonfederal costs that are above the CalWORKs/Cal Fresh Maintenance of Effort. Prior year phase out match costs are calculated during the State closeout process, which is two years after close of a fiscal year. The estimated County match for FY2016/17, payable in FY2018/19, is \$305,595 and is funded with local funds. It is estimated that the County match requirement for FY2017/18 is \$948,499 and will be an additional County General Fund cost in FY2019/20.

Projecting revenues for Social Services continues to be a challenge due to variations in caseloads, staff time studies for programs, and available State and federal allocation information. Costs of the administration of Social Services programs are shared by federal, State, and County agencies based on ratios developed from the State Quarterly County Expense Claim (CEC) (See glossary for definition) which may vary based on time study hours and caseloads. The timing of receipt of revenues also impacts forecasts. In developing the budget, various assumptions must be made based on these noted factors.

The FY2018/19 Recommended Budget for Social Services projects a \$1,194,658 or 1.06% net decrease in revenues compared to the FY2017/18 Adopted Budget.

- Decrease in combined state and federal revenues as the Department continues its efforts to align and right size the Social Services budget. The net decrease is primarily due to the following: CalWORKs State funding reductions, Medi-Cal Administration reductions based on projected costs and caseworker time studies; State IHSS Administration reductions due to the State cap on its share of administrative costs partially offset by increases in various CWS revenues resulting from increased costs on eligible activities; increased revenue for health services associated with APS and IHSS program costs and caseworker time studies; an increase in federal reimbursement for increased CalWIN costs; and a net increase in CalFresh due to the timing of federal revenues between fiscal years.
- Increase in combined 1991 and 2011 Realignment revenues representing the amount of Realignment revenue needed to cover projected program costs.
- Decrease in prior year State and federal revenues due to lower estimated revenues for the administration of CalWORKs and Medi-Cal programs when compared to FY2017/18 Adopted Budget.
- Increase of \$390,601 in County General Fund Contribution primarily due to increases for CalFresh administration, Public Guardian, and IHSS Administration, offset by a decrease for the administration of the General Assistance program.

#### Primary Costs

Child Welfare Services (BU 7600) With recommended appropriations of \$26,137,729, CWS includes the costs of social workers, supervisors, eligibility workers, and administrative and clerical support staff dedicated primarily to child protective services. Other programs administered by CWS include Adoptions, Foster Care Eligibility, Supportive and Therapeutic Options, Family Preservation, Wraparound Services, Child Abuse Prevention, Transitional Housing Placement Program, Bringing Families Home, Emergency Child Care Bridge Program, and contracted Community Services.

Employment and Eligibility Services (BU 7650) With recommended appropriations of \$58,367,087, E&E includes the costs of staff dedicated to eligibility determination and welfare-to-work programs, eligibility workers, employment services, social workers, supervisors, and administrative and clerical support staff. Also included is the cost of employment services contracts,

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ancillary and transportation services provided to CalWORKs clients, and housing support services. Programs administered include CalWORKs, Medi-Cal, CMSP, CalFresh, Refugee, General Assistance, and housing support programs.

Welfare Administration (BU 7545) With recommended appropriations of \$7,025,732, WA includes the costs of welfare fraud investigators, appeals specialists, and administrative and clerical support staff who receive reports of potential fraud in all social services programs. WA conducts investigations on these reports and also hears appeals from clients regarding decisions made on benefits for assistance programs and IHSS services. Clerical and accounting staff who handle fiscal disbursement functions for the assistance programs are also included in this cost center.

Older and Disabled Adult Services (BU 7640) With recommended appropriations of \$14,119,260, ODAS includes the costs of social workers, and administrative and clerical support staff dedicated to IHSS, APS, and PG functions.

Special Projects (BU 7675) With recommended appropriations of \$5,477,803, Special Projects include the costs for the Transitional Housing Assistance Program for emancipated foster youth, the CalWIN database and case management system used to determine eligibility for Assistance Programs, other costs covered by the CalWIN allocation, and the Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH) grants for CalWORKs clients. This budget unit does not have any permanent staff assigned.

The FY2018/19 Recommended Budget includes a \$1,194,658 or 1.1% net decrease in appropriations due to the following:

- Increase of \$1,691,527 in Salaries and Benefits primarily due to negotiated increases and increases in retirement costs, compensation insurance, and accrued leave payoffs. The overall increase is net of the costs of positions deleted during FY2017/18 and those that are recommended for deletion in FY2018/19.
- Increase of \$793,808 in Services and Supplies primarily due to increases in DoIT costs and software maintenance and support costs for the Phase 4 implementation of the TACOMA project in ODAS, offset by decreases in managed print services resulting from the termination of the county managed print services contract, contracted services due to non-renewal of various grant writing contracts, and the cancellation of Solano Handbook, Resources, Policy & Procedures (SHRPP) SharePoint project in E&E.
- Decrease of \$1,382,648 in Other Charges due to decreases in direct charges and direct service contracts funded by CalWORKs based on prior year contract utilization and/or the projected decrease in CalWORKs Single Allocation funding, and decreases in legal services provided by County Counsel, offset by increases in interfund charges from General Services and other departments, housing support services for CalWORKs clients, and Countywide Administrative Overhead.
- Decrease of \$980,000 in Fixed Assets representing a decrease in the cost of automation and improvement projects for E&E that are not moving forward due to funding limitations.
- Decrease of \$1,434,281 in Other Financing Uses largely resulting from a decrease in the allocated share of cost of pension obligation bonds (POBs).
- Increase of \$116,936 in Intrafund Transfers due to an increase in Social Services' allocated share of H&SS administration costs.

Contracts

The recommended appropriations for Social Services include \$3,641,579 or 3.3% in contracted direct services for the provision of services to CWS, E&E and Transitional Housing. H&SS will return to the Board after the FY2018/19 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

## Summary of Division Budget

## 7680 – Fund 902-Social Services Gerald Huber, Director of Health & Social Services Health & Public Assistance

### DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	7	650	200	(450)	(69.2%)
INTERGOVERNMENTAL REV STATE	29,455,223	38,191,507	41,902,687	3,711,180	9.7%
INTERGOVERNMENTAL REV FEDERAL	64,444,593	67,461,384	62,276,765	(5,184,619)	(7.7%)
CHARGES FOR SERVICES	1,028,551	882,372	742,000	(140,372)	(15.9%)
MISC REVENUE	201,426	214,300	243,302	29,002	13.5%
OTHER FINANCING SOURCES	50,330	53,000	53,000	0	0.0%
GENERAL FUND CONTRIBUTION	5,371,285	5,419,375	5,809,976	390,601	7.2%
<b>TOTAL REVENUES</b>	<b>100,551,414</b>	<b>112,222,588</b>	<b>111,027,930</b>	<b>(1,194,658)</b>	<b>(1.1%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	64,705,243	70,271,205	71,962,732	1,691,527	2.4%
SERVICES AND SUPPLIES	11,359,947	13,045,168	13,838,976	793,808	6.1%
OTHER CHARGES	14,189,546	17,330,083	15,947,435	(1,382,648)	(8.0%)
F/A - INTANGIBLES	0	980,000	0	(980,000)	(100.0%)
OTHER FINANCING USES	2,139,791	2,225,056	790,775	(1,434,281)	(64.5%)
INTRA-FUND TRANSFERS	7,001,598	8,371,076	8,488,012	116,936	1.4%
<b>TOTAL APPROPRIATIONS</b>	<b>99,396,125</b>	<b>112,222,588</b>	<b>111,027,930</b>	<b>(1,194,658)</b>	<b>(1.1%)</b>
<b>NET CHANGE</b>	<b>(1,155,289)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
SOCIAL SERVICES DIVISION	678.75	686.25	659.75	(26.50)	(3.9%)
<b>TOTAL STAFFING</b>	<b>678.75</b>	<b>686.25</b>	<b>659.75</b>	<b>(26.50)</b>	<b>(3.9%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

Changes in the Division's position allocations since the adoption of the FY2018/19 Budget are provided below by program:

On December 6, 2017, the following positions were deleted:

#### Child Welfare Services

- Deleted 2.0 FTE Social Worker III

#### Employment and Eligibility Services

- Deleted 6.0 FTE Eligibility Benefits Specialist I
- Deleted 4.0 FTE Employment Resources Specialist II
- Deleted 2.0 FTE Employment Resources Specialist III
- Deleted 1.0 FTE Employment Resources Specialist Supervisor
- Deleted 2.0 FTE Office Assistance II

On December 12, 2017, the following positions were deleted:

#### Employment and Eligibility Services

- Deleted 4.0 FTE Eligibility Benefits Specialist I
- Deleted 1.0 FTE Eligibility Benefits Specialist II

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- Deleted 1.0 FTE Employment Resources Specialist II
- Deleted 1.0 FTE Employment Resources Specialist III

The FY2018/19 Recommended Budget includes the following position changes due to projected reductions in State and federal allocations for CalWORKs Single Allocation and CalFresh programs and the IHSS State Administrative cap.

Employment and Eligibility Services

- Delete 2.0 FTE Office Assistant II
- Delete 1.0 FTE Accounting Clerk III

Older and Disabled Adult Services

- Transfer 1.0 FTE Office Assistant II from IHSS Public Authority Administration to ODAS
- Expiring 0.5 FTE Limited-Term Social Worker II effective June 30, 2018

**PENDING ISSUES AND POLICY CONSIDERATIONS**Older and Disabled Adult Services

The continued aging of Solano County's population is anticipated to place burdens on ODAS programs through caseload growth, affecting IHSS, APS and PA/PG/PC. Implementation of the Elderly Home Visiting Program aims to try to slow this growth through engaging and chronic disease prevention, falls prevention and other activities targeting at-risk adults.

**BUREAU PURPOSE**

On March 5, 2002, the Solano County Board of Supervisors established an In-Home Supportive Services (IHSS) Public Authority (PA) to act as the Employer of Record for In-Home Supportive Services providers. In addition to serving as the employer of record for IHSS, the PA also provides services to IHSS consumers. Health and Social Services (H&SS) Social Services Division, through a Memorandum of Understanding (MOU) with the IHSS PA Board, provides the administration for the IHSS PA. This budget unit was established to track revenues and expenditures for staff positions and other operating costs affiliated with the administration of the IHSS PA.

**FUNCTION AND RESPONSIBILITIES**

H&SS dedicates staff and operating expenditures in this budget unit to fulfill the requirements set forth in Welfare and Institutions Code section 12301.6 as follows: a) operate as the employer of IHSS providers for the purposes of collective bargaining over wages, hours, and other terms of employment such as administering health benefits; b) assist IHSS consumers in finding IHSS providers through the establishment of a registry and referral system under which IHSS providers shall be referred; c) investigate the qualifications and background of all IHSS providers; d) provide training to IHSS providers and consumers; e) provide administrative support to the IHSS PA Advisory Committee; and f) perform any other functions as necessary for the operation of the IHSS PA.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- In 2017, the IHSS PA provided registry and referral services to 847 new IHSS consumers referred by Older and Disabled Adult Services for assistance in hiring, supervising, and training IHSS care providers.
- In 2017, the IHSS PA enhanced its website and established social media for the purpose of outreach to IHSS consumers and providers regarding upcoming events, training information and important IHSS information.

**WORKLOAD INDICATORS**

In calendar year 2017, the IHSS PA:

- Sent 1,132 provider lists to IHSS recipients who requested assistance in finding a provider.
- Processed 287 applications from individuals interested in being placed on the IHSS PA Provider Registry, resulting in 162 new providers added.
- Assisted over 2,300 individuals through the enrollment process, including review of their qualifications and background, and training for the implementation of electronic timesheets (ETS), paid sick leave and Electronic Visit Verification (EVV).
- Served 847 new IHSS consumers and managed an average monthly caseload of 425 IHSS consumers with complex needs requiring ongoing support to effectively hire, supervise and retain IHSS providers.
- Provided 858 hours of intervention services including intake, information and assistance, mediation to resolve complex issues, and follow-up.

**BUREAU BUDGET SUMMARY**

The Recommended Budget represents decreases of \$10,530,933 or 91.5% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. The variances are due to a change in the financial reporting structure for IHSS, effective FY2018/19.

IHSS PA Advisory Committee costs and the IHSS Maintenance of Effort (MOE) for provider wages, previously included in Bureau 7690, are now reported in (Fund 152 - BU 1520), IHSS-Public Authority.

Bureau 7690 is now primarily comprised of the cost of H&SS dedicated staff and operating expenditures needed to administer the IHSS PA responsibilities. H&SS costs of \$978,896 reflect a reduction of \$36,993 or 3.6% when compared to the FY2017/18 Adopted Budget.

**7690 – Fund 902-IHSS-Public Authority Admin.**  
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**Health & Public Assistance**

**Social Services Functional Area Summary**

Primary Funding Sources

IHSS - PA Administration is primarily funded with an Operating Transfers-In of \$978,896 from the IHSS PA operating fund (Fund 152 - BU 1520) to reimburse H&SS for administrative support staff and operating costs.

The FY2018/19 Recommended Budget projects a \$36,993 or 3.6% decrease in revenues due to lower reimbursement from Fund 152 as a result of an overall decrease in costs.

Primary Costs

Primary costs for IHSS PA Administration are: \$654,934 for Salary and Employee Benefits; \$110,450 for Services and Supplies; \$66,879 for Other Charges; \$7,084 for Other Financing Uses; and \$139,549 for Intrafund Transfers.

The FY2018/19 Recommended Budget projects a \$36,993 or 3.6% decrease in appropriations primarily due to the following:

- Decrease of \$55,309 in Salary and Employee Benefits due to the transfer of a 1.0 FTE Office Assistant II to the Older and Disabled Adult Services (ODAS) program.
- Decrease of \$14,269 in Pension Obligation Bond (POB) costs.
- Increase of \$37,452 in Intrafund Transfers due to an increase in H&SS departmental Administrative Overhead charged to IHSS PA - Administration.

Contracts

FY2018/19 Recommended Budget includes a total of \$30,000 or 3% in contracted services which includes the following significant contracts:

- \$20,000 Software licenses and maintenance services.
- \$10,000 Provider training and support services.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	3,249,365	4,987,368	0	(4,987,368)	(100.0%)
OTHER FINANCING SOURCES	939,850	1,035,279	978,896	(56,383)	(5.4%)
GENERAL FUND CONTRIBUTION	4,760,579	5,487,182	0	(5,487,182)	(100.0%)
<b>TOTAL REVENUES</b>	<b>8,949,794</b>	<b>11,509,829</b>	<b>978,896</b>	<b>(10,530,933)</b>	<b>(91.5%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	688,087	710,243	654,934	(55,309)	(7.8%)
SERVICES AND SUPPLIES	102,250	135,892	110,450	(25,442)	(18.7%)
OTHER CHARGES	8,043,734	10,539,762	66,879	(10,472,883)	(99.4%)
OTHER FINANCING USES	22,975	21,835	7,084	(14,751)	(67.6%)
INTRA-FUND TRANSFERS	92,748	102,097	139,549	37,452	36.7%
<b>TOTAL APPROPRIATIONS</b>	<b>8,949,794</b>	<b>11,509,829</b>	<b>978,896</b>	<b>(10,530,933)</b>	<b>(91.5%)</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
IHSS - PA ADMINISTRATION	7	6	5	(1)	(16.7%)
<b>TOTAL STAFFING</b>	<b>7</b>	<b>6</b>	<b>5</b>	<b>(1)</b>	<b>(16.7%)</b>

**BUREAU COMMENTS**

None.



**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Appropriations and budgeted revenues for the IHSS PA Advisory Committee and the IHSS MOE for provider wages are now directly reported under the IHSS PA budget (Fund 152 – BU 1520).

**SUMMARY OF POSITION CHANGES**

The FY2018/19 Recommended Budget includes the following position change:

- Transfer 1.0 FTE Office Assistant II from IHSS PA to ODAS

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The IHSS PA continues to recruit for additional IHSS providers for the Registry. In spite of implementation of overtime for IHSS providers and a wage supplement in the new IHSS provider MOU, recruitment remains challenging, as the number of new IHSS clients continues to grow.

Please refer to IHSS PA (Fund 152 - BU 1520) for more information regarding the new IHSS MOE structure effective July 1, 2017.

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**Health & Public Assistance**

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## **DIVISION PURPOSE**

This budget unit tracks financial aid for recipients of mandated social services assistance programs.

## **FUNCTION AND RESPONSIBILITIES**

The Assistance Programs provide mandated categorical aid to eligible persons based on federal and State criteria. These include California Work Opportunity and Responsibility to Kids (CalWORKs) (See glossary for definition), Refugee Resettlement Program, Adoptions Assistance Program (AAP), Foster Care Assistance, and General Assistance (GA), Approved Relative Caregiver (ARC), Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS), and Low-Income Home Energy Assistance Program (LIHEAP) payments.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Projecting the cost of Assistance Programs is challenging, given constant changes in federal and State regulations, court decisions and economic conditions. The projections are based on current trend in caseloads, which is not always predictable.

Continuum of Care Reform (AB 403 - CCR) (See glossary for definition) Effective February 1, 2018, the new Home-Based Family Care (HBFC) and Short Term Residential Therapeutic Program (STRTP) level of care (LOC) rates structure was implemented retroactive December 2017. The new LOC structure applies to the following:

- Foster Family Agencies (FFAs)
- Short-Term Residential Therapeutic Program
- Foster Family Homes
- Intensive Services Foster Care (FFA-based, County-based [non-FFA] and Family-Only) and Intensive Treatment Foster Care
- Adoptions Assistance Program (AAP) homes, Kinship Guardian Assistance Program (Kin-GAP), Fed-GAP rates that changed beginning January 1, 2017
- Relative placements, including the Approved Relative Caregiver

The new rates impact only new and re-evaluated cases. The new rates under CCR are higher and the State's assumption is that group home payments will decrease to a level which offsets the increases under the new rate structure. The FY2018/19 Recommended Budget does not include an adjustment for the new LOC rate structure as there is not enough data to identify cases impacted by the new rate structure.

## **WORKLOAD INDICATORS**

Operational costs associated with Assistance payments and relevant workload indicators are included in the H&SS Social Services budget.

## **DIVISION BUDGET SUMMARY**

The Recommended Budget represents decreases of \$5,318,805 or 10.0% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. The County General Fund (CGF) Contribution of \$4,237,808 represents an increase of \$257,170 or 6.5%.

### Primary Funding Sources

The primary funding sources are federal entitlement funds, State funds, 1991 and 2011 Realignment (See glossary for definition), and CGF. Federal funds include Foster Care and Adoptions Assistance (Title IV-E), CalWORKs or Temporary Assistance for Needy Families (TANF) (See glossary for definitions), and Title XX federal funds.

Both Foster Care and Adoptions Assistance programs are included in the 2011 Realignment that redirected sales tax revenues to counties to fund the State's share of these programs and shifted the financial responsibility to counties for 100% of the non-federal share of costs. The cost to the County General Fund will increase if sales tax revenues are not sufficient to cover costs.

CalWORKs Assistance was realigned with 2011 Realignment differently from other programs. The State shifted Proposition 63 – Mental Health Services Act (MHSA) (See glossary for definition) funding on a one-time basis in order to fund Mental Health Programs which were, at that time, funded through 1991 Realignment. The State then shifted the freed up 1991 Mental Health Realignment funds to pay for CalWORKs Assistance costs.

In addition, AB 85 (See glossary for definition) changed the 1991 Realignment structure to enable counties' indigent health care savings to be captured and redirected to pay for CalWORKs State General Fund assistance costs, thereby freeing up State General Fund to pay for the State's Medi-Cal expansion costs. The State added subaccounts in the 1991 Realignment structure, namely the Family Support Account, funded with 1991 Realignment Sales Tax revenues and the Child Poverty and Family Supplemental Support, funded by Vehicle License fees.

To provide funding for the Child Poverty and Family Supplemental Support subaccount, AB 85 changed the 1991 Realignment general growth formulas, capping general growth for the Health subaccount at 18.45% and eliminating general growth funding for Social Services. The Child Poverty and Family Supplemental Support subaccount is used to fund CalWORKs Assistance grant increases and the repeal of the Maximum Family Grant (MFG) rule (See glossary for definition), effective January 1, 2017. To the extent that 1991 Realignment funds resulting from the account structure change do not cover the State's share of cost for CalWORKs, the State is continuing to fund their share from State General Fund. The Governor's FY2018/19 proposed budget assumes that there will be sufficient State General Fund provided each year to cover any shortfalls in the amount needed to fully fund the grant increases and MFG repeal.

The FY2018/19 Recommended Budget for Assistance Programs projects a \$5,318,805 or 10.0% net decrease in revenues compared to the FY2017/18 Adopted Budget due to an overall decline in CalWORKs, Foster Care, ARC, Adoptions expenditures. The decreases are reflected in the following revenue sources:

- \$1,991,400 decrease in State and federal revenues.
- \$3,502,143 decrease in combined 1991 and 2011 Realignment revenues
- \$257,170 increase in CGF due to increase in County Only and Aid to Families with Dependent Children (AFDC) - Foster Care expenditures.
- \$82,432 decrease in prior year federal revenue.

#### Primary Costs

The FY2018/19 Recommended Budget for Assistance Programs projects a \$5,318,805 or 10.0% net decrease in appropriations compared to the FY2017/18 Adopted Budget. The projected decrease is primarily the result of the following:

Adoptions Assistance Program (BU 7901) - \$368,077 or 5.0% decrease in appropriations due to a decrease in the estimated average grant from \$1,105 in FY2017/18 Adopted Budget to \$1,001 in FY2018/19.

Foster Care Assistance Programs - \$2,748,745 or 18.7% net decrease in appropriations due to the following:

- Kin-GAP (BU 7902) – Costs are projected to increase by \$459,130 or 45.0% when compared to FY2017/18 Adopted budget. FY2018/19 cost estimates are based on an estimated 134 average cases, up from an estimated average of 93 in FY2017/18, at \$917 average grant per month.
- Foster Care (BU 7903) – Costs are expected to decrease by \$3,683,920 or 27.2% when compared to FY2017/18 Adopted Budget due to reduced caseloads based on CA800 Assistance claim information.
- County Only Foster Care (BU 7908) – Costs are projected to increase by \$476,045, or 277.9% when compared to the FY2017/18 Adopted Budget. FY2018/19 costs are estimated based on current year average cost.

CalWORKs Assistance (BU 7904) - \$1,751,096 or 6.4% decrease in appropriations primarily due to a downward trend in CalWORKs caseloads and a slight reduction in the average grant per month. FY2018/19 cost estimates are based on an estimated 4,014 average cases, a decrease of 202 average cases from FY2017/18, at \$535 average grant per month.

General Assistance (BU 7907) - \$133,272 or 4.9% net decrease in appropriations based on an estimated average monthly caseload of 577, a decrease of 99 average cases from FY2017/18, with an average monthly grant of \$363 per case.

**7900 – Fund 902-Assistance Programs****Summary of Division Budget**

**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

Approved Relative Caregiver (BU 7909) - \$284,019 or 65.1% decrease in appropriations. ARC average monthly caseload increased from 23 in FY2015/16 to 33 in FY2016/17, but decreased to 18 in FY2017/18. For FY2018/19, the average monthly caseload is projected to decrease to 13. The estimated average grant is projected to decrease from \$1,007 in FY2017/18 Adopted Budget to \$976 in FY2018/19.

Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS) and Low-Income Home Energy Assistance Program (LIHEAP (BU 7911) - \$53,528 or 14.3% decrease in appropriations. This budget is used to record the expenditures for these State programs that assist CalWORKs clients with utility bills and provide a supplement to their monthly CalFresh (See glossary for definition) grant.

Contracts

The recommended appropriations for Assistance Programs include \$1,177,308 or 2.5% in contracted direct services for the provision of adoption and wraparound services. H&SS will return to the Board after the FY2018/19 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

**DIVISION COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	36,039,292	37,563,242	33,693,526	(3,869,716)	(10.3%)
INTERGOVERNMENTAL REV FEDERAL	11,969,990	11,521,048	9,814,789	(1,706,259)	(14.8%)
GENERAL FUND CONTRIBUTION	4,229,607	3,980,638	4,237,808	257,170	6.5%
<b>TOTAL REVENUES</b>	<b>52,238,889</b>	<b>53,064,928</b>	<b>47,746,123</b>	<b>(5,318,805)</b>	<b>(10.0%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	52,050,262	53,064,928	47,746,123	(5,318,805)	(10.0%)
OTHER FINANCING USES	188,627	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>52,238,889</b>	<b>53,064,928</b>	<b>47,746,123</b>	<b>(5,318,805)</b>	<b>(10.0%)</b>
<b>NET CHANGE</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Financial projections are based on caseload counts included in the CA800 Assistance Claim and do not include pending cases. The implementation of CCR has extended the time required to grant Child Welfare Services cases and temporarily lowered the average caseload counts reflected in the Assistance claim while these cases are pending approval. In FY2017/18, the State provided temporary funding, through June 30, 2018, to address families' resource needs during the time cases are pending and added a requirement for counties to submit plans to the State outlining how they will address their pending cases. In addition, County only Foster Care funds and CalWORKs funding is being utilized to support families, when possible, until cases are granted. Once cases are granted it is likely that caseload estimates, and therefore financial projections, will change. However, it is difficult to project the timing and degree to which each program will change at this time.

## Summary of Division Budget

## 7900 – Fund 902-Assistance Programs Gerald Huber, Director of Health & Social Services Health & Public Assistance

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Currently, Solano County's General Assistance (GA) grants are tied to the CalWORKs grants and will increase on the same schedule as CalWORKs Assistance as approved by the Board on December 10, 2002. SB 982 could have a significant financial impact as GA grant costs are 100 percent funded with CGF.

**7500 – Fund 902-H&SS-Department Summary**  
**Gerald Huber, Director of Health & Social Services**  
**Health**

**Summary of Other Administered Budgets**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	4,170,239	5,303,697	17,727,378	12,423,681	234.2%
9600 MHSA	18,557,569	18,279,214	19,310,794	1,031,580	5.6%
7950 TOBACCO PREVENTION & EDUCATION	108,255	795,162	851,328	56,166	7.1%
<b>APPROPRIATIONS</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	4,170,239	5,303,696	17,727,378	12,423,682	234.2%
9600 MHSA	18,791,337	20,672,252	24,656,023	3,983,771	19.3%
7950 TOBACCO PREVENTION & EDUCATION	178,284	795,162	851,328	56,166	7.1%
<b>NET CHANGE</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	0	(1)	0	1	(100.0%)
9600 MHSA	233,768	2,393,038	5,345,229	2,952,191	123.4%
7950 TOBACCO PREVENTION & EDUCATION	70,028	0	0	0	0.0%

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 (IHSS) Public Authority is a distinct legal entity that serves as the Employer of Record for In-Home Supportive Services 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 serves as the governing Board for this separate legal entity. In addition to serving as the Employer of Record for IHSS, the Public Authority also provides services to IHSS consumers.

**FUNCTION AND RESPONSIBILITIES**

On March 5, 2002, the Solano County Board of Supervisors established the Public Authority to act as the Employer of Record for IHSS providers. The IHSS Public Authority (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.

This budget unit includes administrative costs incurred by the IHSS PA (BU 1521), IHSS Public Authority Advisory Committee (BU 1522), health benefit premium payments for IHSS providers (BU 1523), and the IHSS MOE - Services (BU 1523). The required County General Fund Contribution for these functions is budgeted in this fund.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- In FY2017/18, the IHSS PA completed bargaining with the IHSS provider employee organization, SEIU 2015, resulting in the adoption of a new Memorandum of Understanding on February 27, 2018. Provisions in the new MOU include: 1) a fifty cent per hour wage supplement effective May 1, 2018; 2) continuation of the health benefits plan through Symetra Life Insurance Company, and 3) funding for first aid and CPR training.
- IHSS PA staff administered health benefits to an average of 1,150 IHSS providers per month. As of December 2017, all eligible providers requesting to be enrolled in the health plan are enrolled within 30 days of receiving their request.

**WORKLOAD INDICATORS**

Relevant workload indicators are incorporated in H&SS Social Services IHSS Public Authority Bureau (BU 7690).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$12,423,681 or 234.2% in revenues and an increase of \$12,423,682 or 234.2% in appropriations when compared to the FY2017/18 Adopted Budget. The net increase is primarily due to a change in the financial reporting structure for Fund 152, effective FY2018/19, and legislative changes associated with the new IHSS MOE. Under the new structure (Fund 152 – BU 1520) is comprised of the following cost centers:

- BU 1521 – Administration which includes the transfer of funds to reimburse H&SS for administrative support staff and operating costs needed to administer the IHSS Public Authority.
- BU 1522 – IHSS Public Authority Advisory Committee costs.
- BU 1523 – IHSS Maintenance of Effort (MOE) - Services. It also includes the cost of health benefits program administered by Symetra Life Insurance Company.

**Primary Funding Sources**

The primary funding sources for this Budget are Federal Title XIX (Medi-Cal funding), State General Fund, 1991 Social Services Realignment, and County General Fund.

The FY2018/19 Recommended Budget projects a \$12,423,681 or 234.2% net increase in revenues primarily due to legislative changes relative to the IHSS program. The FY2017/18 Adopted Budget was developed based on the assumption that the IHSS MOE would be discontinued as recommended in the Governor's January 2017 Budget while the FY2018/19 Recommended Budget reflects subsequent changes in legislation (SB 90 and AB 130, see explanation below under Summary of Significant Adjustments) which created a new IHSS MOE structure. Revenue changes include:

- Increase of \$69,271 in State revenues due to the new IHSS MOE structure. The FY2017/18 Adopted Budget included the State share of the IHSS Public Authority (PA) administration costs, IHSS PA advisory committee costs, and the State share of provider benefit costs. FY2018/19 Recommended Budget includes the State allocation for administration costs capped

**1520 – Fund 152-IHSS-Public Authority**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

**Summary of Other Administered Budgets**

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at \$278,914 under the new MOE, IHSS PA Advisory Committee costs capped at \$3,000 and the non-federal share of health benefit premiums paid to Symetra.

- Increase of \$6,345,244 in 1991 Social Services Realignment to partially fund the IHSS MOE - Services (wages and benefits).
- Decrease of \$318,676 in federal revenues due to decreased costs in health benefit premiums and Public Authority administration.
- Increase of \$6,327,842 in County General Fund primarily due to change in financial reporting structure between Bureau 7690 and Department 1520.

The combined County General Fund in Bureau 7690 and Department 1520 increased by \$840,660, from \$6,070,873 in FY2017/18 to \$6,911,533 for FY2018/19 due to the following:

- \$781,718 to fund the 5% inflation increase in the FY18/19 IHSS MOE - Services.
- \$49,187 to fund the increased County share of cost of IHSS PA administration under the new IHSS MOE structure. IHSS PA administration costs have a State share of cost cap under the current State budget.
- \$13,470 to fund increase in overhead costs.
- \$3,715 decrease due to reduced IHSS PA Advisory Committee costs.

Primary Costs

Primary costs for IHSS Public Authority are: \$15,675 in Services and Supplies; \$16,732,807 in Other Charges; and \$978,896 in Operating Transfers-Out.

The FY2018/19 Recommended Budget projects a net increase of \$12,423,682 or 234.2% in appropriations primarily due to the following:

- Decrease of \$517,008 in Individual Providers – IHSS due to a change in methodology for projecting health premium payments to Symetra. The FY2018/19 Recommended Budget is based on 1,300 enrolled providers at \$238.32 per month/per provider for a total of \$3,717,791 while the FY2017/18 Adopted Budget was based on projected provider hours multiplied by the \$0.60 hourly benefit rate.
- Increase of \$12,864,659 in IHSS MOE which represents the projected FY2018/19 IHSS MOE - Services under the new IHSS MOE structure. The IHSS MOE includes the impact of the one-time MOE adjustment for the \$0.50 wage supplement effective May 1, 2018 plus an inflation factor of 5% as required by statute.

Contracts

The recommended appropriations include \$3,717,791 in estimated health plan costs through Symetra Life Insurance Company.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.



## Summary of Other Administered Budgets

## 1520 – Fund 152-IHSS-Public Authority Gerald Huber, Director of Health & Social Services Health & Public Assistance

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	1,449,515	1,931,883	8,346,398	6,414,515	332.0%
INTERGOVERNMENTAL REV FEDERAL	2,183,343	2,788,123	2,469,447	(318,676)	(11.4%)
GENERAL FUND CONTRIBUTION	537,381	583,691	6,911,533	6,327,842	1084.1%
<b>TOTAL REVENUES</b>	<b>4,170,239</b>	<b>5,303,697</b>	<b>17,727,378</b>	<b>12,423,681</b>	<b>234.2%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	15,675	15,675	0.0%
OTHER CHARGES	3,230,389	4,268,417	16,732,807	12,464,390	292.0%
OTHER FINANCING USES	939,850	1,035,279	978,896	(56,383)	(5.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,170,239</b>	<b>5,303,696</b>	<b>17,727,378</b>	<b>12,423,682</b>	<b>234.2%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>1</b>	<b>(100.0%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

The new financial structure effective FY2018/19 will include the IHSS Public Authority Advisory Committee budget and IHSS MOE - Services (provider wages and benefits) which used to be budgeted in Fund 902 - BU 7690.

The FY2017/18 Adopted Budget was developed with the assumption that the IHSS MOE would be terminated beginning June 30, 2017. However, with the passage of SB 90 and AB 130, a new IHSS MOE structure for Share of Cost between State and Counties was created by the legislature and Governor which became effective on July 1, 2017. The changes associated with the new IHSS MOE include changes to 1991 Realignment revenue apportionment by the State and a State General Fund offset to temporarily fund the increased costs to counties. The changes to 1991 Realignment include the (1) 100% redirection of Vehicle License Fee growth revenues that would have been received by the health, mental health, and County Medical Services Program (CMSP) subaccounts in FY2016/17, FY2017/18, and FY2018/19 and a 50% redirection of the same revenues in FY2019/20 and FY2020/21 to the social services subaccount (where the IHSS MOE is paid); (2) acceleration of payment of sales tax revenues such that the social services subaccount will receive more sale tax revenues every month with less or no sales tax growth revenues available at the end of the realignment year, and (3) a caseload growth adjustment which will eliminate the two-year lag in incorporating expenditures for the net new IHSS costs.

The FY2018/19 County Recommended Budget includes a projected increase in Solano County's IHSS MOE for all components (services, IHSS (ODAS) administration, and IHSS Public Authority administration) of \$1,371,433 due to the negotiated \$0.50 wage supplement effective May 1, 2018 and the 5% inflation increase in FY2018/19 as required by statute.

### SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

### PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2018/19 Recommended Budget does not include any adjustment of the FY2017/18 IHSS MOE cost allocation as the State is not expected to finalize its annual reconciliation until September 2018. The reconciliation will establish the final FY2017/18 County IHSS MOE base amount and could result in either a decrease or no change in the base amount for both FY2017/18 and FY2018/19. If the County's FY2017/18 IHSS MOE costs are reduced and the County has received redirected revenues in excess of its costs, the County will be required to remit the excess State funds back to the State with the exception of redirected CMSP funds which can be rolled over to subsequent years to cover increased local Share of Cost.

## 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) section 5892(f) to facilitate the MHSA County Fiscal Accountability Certification required by the State.

## FUNCTION AND RESPONSIBILITIES

MHSA was established in November 2004 with the passage of Statewide Proposition 63 which placed a 1% tax on personal income in excess of \$1 million and provided the first opportunity in many years for the California Department of Mental Health (DMH) 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. Up until FY2013/14, MHSA funds were allocated in H&SS Fund 902.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

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. The most recent MHSA Three Year Plan expands adult services to include a mobile crisis program as well as increasing children's school based services and services to underserved, targeted populations.

## WORKLOAD INDICATORS

Workload Indicators are included in H&SS Behavioral Health (BU 7780).

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$1,031,580 or 5.6% in revenues and an increase of \$3,983,771 or 19.3% in appropriations when compared to the FY2017/18 Adopted Budget. There is no County General Fund Contribution to this fund. MHSA revenues are directly recognized in this fund and transferred to Fund 902 to reimburse MHSA qualifying expenditures.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	306,161	206,576	364,574	157,998	76.5%
INTERGOVERNMENTAL REV STATE	18,240,750	18,072,638	18,946,220	873,582	4.8%
CHARGES FOR SERVICES	10,657	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>18,557,569</b>	<b>18,279,214</b>	<b>19,310,794</b>	<b>1,031,580</b>	<b>5.6%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	64	275	279	4	1.5%
OTHER FINANCING USES	18,791,273	20,671,977	24,655,744	3,983,767	19.3%
<b>TOTAL APPROPRIATIONS</b>	<b>18,791,337</b>	<b>20,672,252</b>	<b>24,656,023</b>	<b>3,983,771</b>	<b>19.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>233,768</b>	<b>2,393,038</b>	<b>5,345,229</b>	<b>2,952,191</b>	<b>123.4%</b>

## SUMMARY OF SIGNIFICANT ADJUSTMENTS

The increase of \$1,031,580 in revenues is primarily due to a projected increase in Statewide MHSA revenues due to a projected increase in revenue generation and interest earned on the fund when compared to the FY2017/18 Adopted Budget. The State transfers 1.76% of all personal income tax payments to the MHSA fund monthly. An annual adjustment is done, typically two years later, to reconcile the fund deposits against actual tax receipts. Depending on the result, the adjustment may be either positive or negative against the State MHSA Fund.

The increase of \$3,983,771 in appropriations is primarily due to an increase in Transfers-Out to Fund 902 for MHSA program costs. The Transfers-In expenditures from this Fund needs to equal the MHSA revenues in Behavioral Health and the explanation for the increase in expenditures is described in the Behavioral Health narrative. The projected draw on the restricted MHSA reserve fund is \$5,345,229.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Department is monitoring the status of the No Place Like Home (NPLH) Program which is intended to divert Statewide MHSA funds to support \$2 billion in bonds for affordable housing but has been delayed due to litigation.

## **DEPARTMENTAL PURPOSE**

Tobacco Prevention and Education Program (TPEP) is a Health Promotion and Community Wellness program required by the California Department of Public Health (CDPH), Tobacco Control Program (TCP) and located in the Public Health Division of Solano County Health & Social Services (H&SS). 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 Proposition 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 the revenue generated by the tax is deposited in the Health Education Account, which is administered by CDPH, TCP. This program provides funds to 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.

The TPEP focus is on five major areas:

- Limit tobacco-promoting influences.
- Reduce exposure to secondhand smoke, tobacco smoke residue, tobacco waste, and other tobacco products.
- Reduce the availability of tobacco products.
- Promote tobacco cessation services.
- Build 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.

With the passage of Proposition 56 by California voters in November 2016, which added a \$2.00 per pack tax on cigarettes and other tobacco products, effective April 1, 2017, TPEP began to receive additional funding to implement a more robust, comprehensive tobacco control plan that is integrated with the Proposition 99-funded plan.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In 2017, TPEP utilized findings from the extensive community needs assessment that had been completed with the Solano County Tobacco Education Coalition and other stakeholders to augment a one-year plan for FY2017/18 to create an updated, four-year plan based on new, extensive guidelines set forth by the California Tobacco Control Program. Stakeholders were engaged in the priority setting, and staff prepared a comprehensive tobacco control plan for Solano County which earned one of the top scores among the 61 local lead agencies in California. The new plan focus areas include: limiting tobacco retail density; developing youth leadership in tobacco prevention; updating local ordinances to match state definitions of smoking and tobacco products; pursuing a policy that would restrict the sale of flavored tobacco products in order to reduce health disparities related to tobacco use; reducing secondhand smoke exposure in multi-unit housing; and building partnerships and training on Adverse Childhood Experiences as a means of preventing tobacco use and chronic disease.

## **WORKLOAD INDICATORS**

- Throughout 2017, TPEP provided technical assistance to a variety of jurisdictions on secondhand smoke and related policies. With support from TPEP and the Tobacco Education Coalition, Benicia adopted a smoke-free parks, recreation areas and trails policy in March 2017 and Suisun City adopted a smoke-free parks and recreation area policy in April 2017.
- In 2017, TPEP, along with members of the Healthy Stores for a Healthy Community Subcommittee, Tobacco Education Coalition, Public Health staff, and other community volunteers assisted with healthy store makeovers at tobacco retailers in Vallejo and Suisun City. Makeover activities included removing unhealthy window and floor advertisements including those for tobacco products, alcohol products, sugary drinks and unhealthy snacks; rearranging products in the store to make healthier choices easier to find, such as displaying fresh fruits and vegetables and healthier items at the front of the store

and sugar-sweetened beverages in the back of the store; and creating a healthier checkout area by replacing some tobacco products, unhealthy snacks and candies with healthier snack items and non-food items such as hand sanitizers and lip balms.

- In 2017, TPEP collaborated with the Benicia Youth Action Coalition and Benicia Police Department to combine tobacco retail license efforts with a project to reduce storefront advertising of such products. Community education and education of retailers occurred; however, due to the City's focus on cannabis, pursuit of this policy is currently on hold and will be pursued in Spring 2018.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$56,166 or 7.1% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget. There is no County contribution to this budget.

### Primary Funding Sources

The primary funding source for Tobacco Prevention and Education Program (TPEP) is the State of California Tobacco Prevention and Education Fund Allocation from Proposition 99 and Proposition 56.

The FY2018/19 Recommended Budget includes \$56,166 or 7.1% net increase in revenues primarily due to carryover funds from prior years.

### Primary Costs

The FY2018/19 Recommended Budget includes \$56,166 or 7.1% net increase in appropriations primarily due to an overall increase in costs to meet the requirements of Proposition 56.

Primary costs for TPEP are:

- \$247,434 for salaries and employee benefits.
- \$256,961 in services and supplies including \$105,800 for consulting and contracted evaluation and community engagement services and \$116,122 for advertising and marketing.
- \$344,310 in other charges including \$138,137 in contracted services and \$200,906 for Public Health personnel.

### Contracts

The FY2018/19 Recommended Budget for Tobacco Prevention and Education includes a total of \$138,137 in contracted services for the youth coalition development for tobacco prevention.

### Fixed Assets

None.

## **DEPARTMENT COMMENTS**

None.

**7950 – Fund 390-Tobacco Prevention & Education**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

**Summary of Other Administered Budgets**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	769	720	400	(320)	(44.4%)
INTERGOVERNMENTAL REV STATE	107,486	794,442	850,928	56,486	7.1%
<b>TOTAL REVENUES</b>	<b>108,255</b>	<b>795,162</b>	<b>851,328</b>	<b>56,166</b>	<b>7.1%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	0	130,048	247,434	117,386	90.3%
SERVICES AND SUPPLIES	19,437	530,140	256,961	(273,179)	(51.5%)
OTHER CHARGES	3,150	4,039	344,310	340,271	8424.6%
OTHER FINANCING USES	155,696	130,935	2,623	(128,312)	(98.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>178,284</b>	<b>795,162</b>	<b>851,328</b>	<b>56,166</b>	<b>7.1%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>70,028</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
TOBACCO PREVENTION & EDUCATION	0	0	2	2	0.0%
<b>TOTAL STAFFING</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

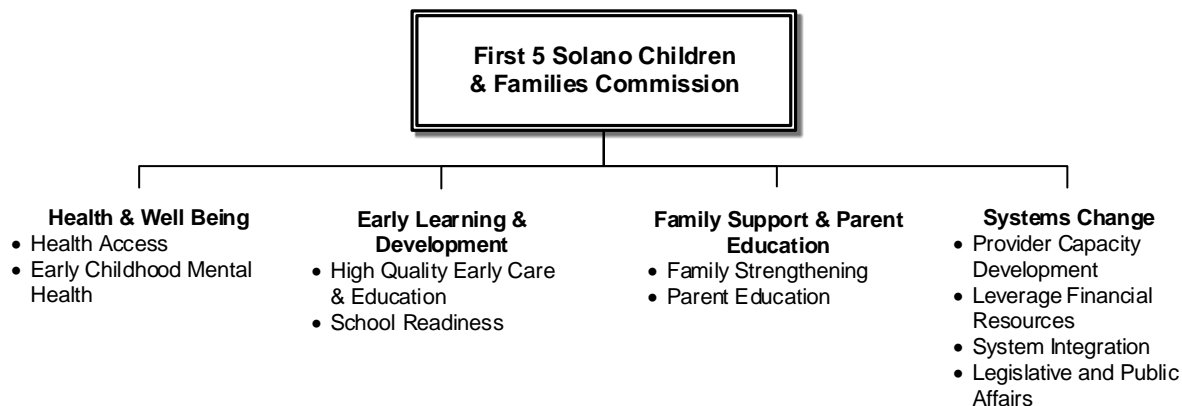
**SUMMARY OF POSITION CHANGES**

The FY2018/19 Recommended Budget includes the following position changes:

- Transfer 1.0 FTE Health Education Specialist from Health Services to Tobacco Prevention and Education Program to support the increased demands of that program which require dedicated staff, funded by Proposition 56 funding.
- Transfer 1.0 FTE Senior Health Education Specialist from Health Services to Tobacco Prevention and Education Program to support the increased demands of that program which require dedicated staff, funded by Proposition 56 funding.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Passage of Proposition 56 has generated a significant increase in funding to the TPEP program subject to State approval of the County's TPEP. The State is in the process of establishing this program in compliance with the Proposition language and County program approval has been delayed. Initial indications were that funding could transfer to subsequent years; however, there is currently a lack of clarity as to whether or not the multi-year funding authority for these funds will remain. Should the multi-year funding authority be removed, the County may lose FY2017/18 allocated funding due the delay in the State's approval of the County's TPEP.



## DEPARTMENTAL PURPOSE

First 5 Solano Children and Families Commission (First 5 Solano) exists to develop and support programs and partnerships that improve the lives of young children, their families and their communities. First 5 Solano was created as a result of Proposition 10, approved by California voters in 1998, which established a dedicated funding source for services for children ages birth to five utilizing taxes on the sale of tobacco products. There is a State-level First 5 Commission as well as 58 county commissions; each county commission operates in accordance with a locally-approved strategic plan. County commissioners, appointed by local Boards of Supervisors, have sole authority to allocate county commission funds. These funds, which decline over time, cannot be used to supplant existing programs and/or services. First 5 Solano provides funding for community-

based services that address the health, well-being, social, cognitive, academic, emotional, and 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. First 5 Solano's strategic investments are used to support additional leveraged funds in local, State, federal, and foundation dollars for Solano County's youngest children.

### Budget Summary:

FY2017/18 Midyear Projection:	4,286,188
FY2018/19 Recommended:	4,779,292
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	7

## FUNCTION AND RESPONSIBILITIES

First 5 Solano funds local community organizations, government agencies, and school districts which offer programs and services that align with the following Strategic Plan Priority areas and initiatives:

- Health and Well-Being, including early childhood mental health and access to health services.
- Early Childhood Learning and Development, including early care and education quality improvement, pre-Kindergarten academies, and a childcare and early learning facility.
- Family Support and Parent Education, including family strengthening services and an evidence-based parent education program.

In addition to direct services, First 5 Solano provides systems building cross initiative approaches, including funding a referral call center known as "Help Me Grow Solano" to increase the connection of young children to services; the Solano Kids Thrive Collective Impact initiative to align activities within the early childhood system; and a data collection/reporting system for its grantees.

In FY2016/17 First 5 Solano launched the Strategic Plan Priority Area of *Systems Change* with the goal of strengthening, integrating, expanding, and sustaining the early childhood system. Activities in this priority area include cross system collaboration, increasing capacity of early childhood providers, and expanding financial resources for the early childhood system.

**Michele Harris, Executive Director**  
**Health & Public Assistance**

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### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Developed a 2018-2023 Program Investment Plan to identify the highest priority needs to support young children in the community.
- Developed a First 5 Solano Legislative Platform and began meeting with local policymakers to identify the importance of the early years on health and development.
- Provided services to over 8,000 Solano residents, including children, parents/caregivers and providers of services to young children.
- Elevated the importance of responding to trauma caused by Adverse Childhood Experiences (ACEs) via the Solano Kids Thrive Collective Impact group.
- Participated in community activities to raise awareness of needs of young children, including highlighting the importance of play at the Solano County Fair's Giant Sandbox.
- Continued valued community programs to improve outcomes for children, such as:
  - Partnered with Solano County Office of Education to enroll over 50 early care and education providers in a quality improvement program.
  - Assisted children and families through the Help Me Grow Solano call center—a national model to connect young children and families to needed services in their community.
  - Supported access to affordable health insurance coverage for over 600 pregnant women and young children through Solano Kids Insurance Program
  - Kept approximately 100 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 through a partnership between the local Family Resources Centers, Public Health and Child Welfare Services.
  - Served approximately 700 at risk families throughout the County with case management, financial planning and parent education.
  - Provided over 400 children pre-kindergarten educational opportunities through Pre-Kindergarten Academies. The children showed improvements in social, emotional and cognitive skills and were more prepared to enter Kindergarten.
- Collaborated with Northern California Grantmakers to continue ongoing discussions with several foundations to identify funding opportunities that would fill critical gaps in Solano County for both families and the non-profit community.

### **WORKLOAD INDICATORS**

- During the period of July 1, 2017 – June 30, 2018, First 5 Solano managed nearly 40 contracts and Memorandums of Understanding totaling over \$2.4 million, which provided services to over 8,000 Solano residents.
- Offered multiple opportunities for the community to engage in small grants for community engagement events, co-sponsorship of trainings and conferences, grant-writing, and business engagement.



DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FIRST 5 SOLANO	4,215,354	3,950,102	4,381,553	431,451	10.9%
<b>TOTAL REVENUES</b>	<b>4,215,354</b>	<b>3,950,102</b>	<b>4,381,553</b>	<b>431,451</b>	<b>10.9%</b>
<b>APPROPRIATIONS</b>					
FIRST 5 SOLANO	3,620,278	4,720,477	4,779,292	58,815	1.2%
<b>TOTAL APPROPRIATIONS</b>	<b>3,620,278</b>	<b>4,720,477</b>	<b>4,779,292</b>	<b>58,815</b>	<b>1.2%</b>
<b>CHANGE IN FUND BALANCE</b>					
FIRST 5 SOLANO	(595,076)	770,375	397,739	(372,636)	(48.4%)
<b>CHANGE IN FUND BALANCE</b>	<b>(595,076)</b>	<b>770,375</b>	<b>397,739</b>	<b>(372,636)</b>	<b>(48.4%)</b>
<b>STAFFING</b>					
FIRST 5 SOLANO	7	6	7	1	16.7%
<b>TOTAL STAFFING</b>	<b>7</b>	<b>6</b>	<b>7</b>	<b>1</b>	<b>16.7%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$431,451 or 10.9% in revenues and an increase of \$58,815 or 1.2% in appropriations when compared to the FY2017/18 Adopted Budget resulting in a decrease of \$397,739 in Fund Balance.

The FY2018/19 Recommended Budget implements the first year of the Commission's 2018-2023 Program Investment Plan. This Program Investment Plan positions First 5 Solano to bring its ongoing level of spending in line with its ongoing revenue levels, without requiring a draw on its reserve funds to supplement its annual budget.

Primary Funding Sources

The primary funding source for First 5 Solano is Proposition 10 Tobacco Tax.

The FY2018/19 Recommended Budget includes a \$431,451 or 10.9% net increase in revenues primarily due to a one-time increase in Proposition 10 Tobacco Tax due to a FY2017/18 backfill from Proposition 56 Tobacco Tax. Other smaller increases in revenue include an increase in a First 5 California matching program, increase in interest on reserves, and an increase in services provided to other county departments.

Primary Costs

The FY2018/19 Recommended Budget includes a \$58,815 or 1.2% net increase in appropriations primarily due to one-time expenditures for FY2018/19 related to implementation of a system of care that supports developmental screenings of young children. The 1.0 FTE recommended increase in staffing supports a programmatic investment in evidence-based parent education and is offset over the upcoming First 5 5-year funding cycle by transitioning funding from other early childhood mental health and family support programs.

First 5 Solano will be providing for \$2.7 million to community agencies to implement services and programs in alignment with the Commission's Strategic Plan. The Department will be changing strategies in several areas to focus on achieving program outcomes with evidence-based solutions that leverage other resources for children and families. In addition to services through community providers, the Department will be implementing several internal programs and funds including community engagement, co-sponsorship of trainings and conferences, and systems change.

Contracts

The FY2018/19 Recommended Budget includes \$2,900,000 in contracted services. This includes the following significant contracts:

- \$200,000 - Help Me Grow call center

Michele Harris, Executive Director  
Health & Public Assistance

- \$200,000 - Annual Grants
- \$100,000 - Health Access
- \$200,000 - Pre-Kindergarten Academies
- \$600,000 - Triple P Parent Education
- \$350,000 - Developmental Screenings
- \$300,000 - Quality Early Care and Education Services
- \$350,000 - Family Strengthening Services

#### Fixed Assets

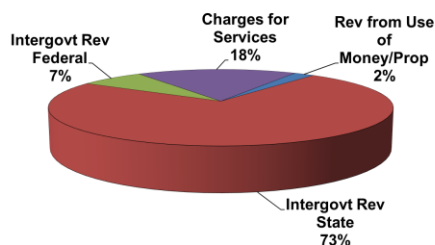
None.

See related Budget Unit 9153 – Fund 153 Contingencies (refer to Contingencies section of the Budget).

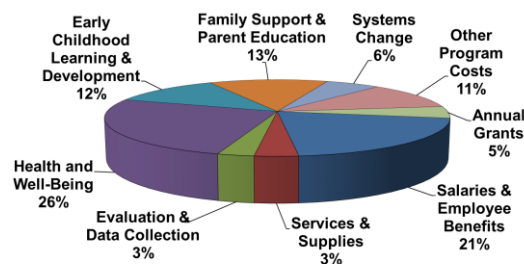
#### DEPARTMENTS COMMENTS

None.

#### SOURCE OF FUNDS



#### USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	66,782	52,500	98,113	45,613	86.9%
INTERGOVERNMENTAL REV STATE	3,684,367	2,935,715	3,196,898	261,183	8.9%
INTERGOVERNMENTAL REV FEDERAL	137,760	276,543	311,857	35,314	12.8%
CHARGES FOR SERVICES	316,920	640,344	769,685	129,341	20.2%
MISC REVENUE	9,525	45,000	5,000	(40,000)	(88.9%)
<b>TOTAL REVENUES</b>	<b>4,215,354</b>	<b>3,950,102</b>	<b>4,381,553</b>	<b>431,451</b>	<b>10.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	798,299	831,684	981,730	150,046	18.0%
SERVICES AND SUPPLIES	92,921	126,003	167,001	40,998	32.5%
OTHER CHARGES	2,704,760	3,739,083	3,620,767	(118,316)	(3.2%)
OTHER FINANCING USES	24,297	23,707	9,794	(13,913)	(58.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,620,278</b>	<b>4,720,477</b>	<b>4,779,292</b>	<b>58,815</b>	<b>1.2%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(595,076)</b>	<b>770,375</b>	<b>397,739</b>	<b>(372,636)</b>	<b>(48.4%)</b>

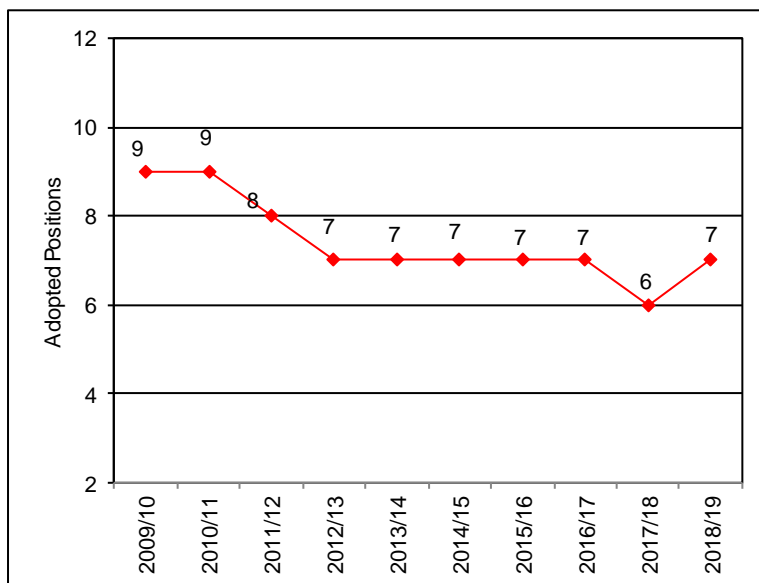
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- The net increase of \$431,451 in revenues is primarily attributable to an increase in Proposition 10 tobacco tax due to the prior year backfill from Proposition 56.

**SUMMARY OF POSITION CHANGES**

The FY2018/19 Recommended Budget includes the following position change:

- Add 1.0 FTE Health Education Specialist to support the implementation of an evidence-based parent education program.

**STAFFING TREND****PENDING ISSUES AND POLICY CONSIDERATIONS**

First 5 Solano is continuing to seek ways in which the early childhood system can be sustained and even expanded as First 5 Solano revenues and reserves decline. First 5 Solano has been engaging in Systems Change work with its community partners to identify specific actions, such as increasing the capacity of early childhood providers, identifying new funding sources or leveraged dollars, integrating systems, and legislative and policy changes.

The FY2018/19 Recommended Budget utilizes \$397,739 from First 5 Solano's reserves to cover expenditures. Based upon the Commission's approved 2018-2023 Program Investment Plan, FY2018/19 is projected to be the last year that a significant amount of reserve dollars will be accessed for ongoing operations.

**1530 – Fund 153-First 5 Solano**  
**Michele Harris, Executive Director**  
**Health & Public Assistance**

**Summary of Other Administered Budgets**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1570 GRANTS/PROGRAMS ADMIN	710,243	706,560	706,560	0	0.0%
<b>APPROPRIATIONS</b>					
1570 GRANTS/PROGRAMS ADMIN	670,836	706,560	706,560	0	0.0%
<b>NET CHANGE</b>					
1570 GRANTS/PROGRAMS ADMIN	(39,407)	0	0	0	0.0%

A summary of the budgets administered by First 5 Solano is provided on the following pages.

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**DEPARTMENTAL PURPOSE**

This budget unit was established to track County Administrative Office/First 5 Solano's administration and program costs related to Solano Children's Alliance (SCA) and has expanded to include other Board of Supervisors approved programs/contributions outside of the scope of First 5 Solano Children and Families Commission such as management of the Family Resource Center (FRC) contracts for children ages 6-18.

**FUNCTION AND RESPONSIBILITIES**

The SCA was formed by the Board of Supervisors in 1982 and charged with advising the Board on children's issues. The SCA's goal is to improve the lives of children in Solano County through education, advocacy, coordination of community services, and community-based collaborative. In 2013, the Solano Child Abuse Prevention Council (CAPC) merged with the SCA, and the SCA incorporated the CAPC mission of ensuring the safety, well-being, and protection of all children and families in Solano County. The SCA is staffed through a contractual agreement with the Children's Network of Solano County to analyze budgets and policies, make recommendations to local and State leaders, and apportion funds earmarked for local children and families.

This budget unit also includes a County contribution to the Solano Child Care Local Planning Council (SCLPC), whose mission is to ensure that all families and children in Solano County have access to quality and affordable child care. The SCLPC is primarily funded by the California Department of Education.

In addition to the contracts mentioned above, First 5 Solano manages a number of County General Fund family support contracts for families with children aged 6-18. First 5 Solano has managed similar First 5 funded contracts with the same entities for children aged 0-5 for the purpose of increasing high-risk families' access to countywide, integrated and evidence-based family strengthening services to improve family stability, and reduce child abuse and neglect.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Provided safety net services through Family Resource centers to over 500 at-risk families, including case management, financial planning, and parent education.

**WORKLOAD INDICATORS**

- Maintained eight direct service contracts.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues or appropriations when compared to the FY2017/18 Adopted Budget. The Recommended Budget includes a General Fund Contribution of \$616,560. The General Fund Contribution includes \$118,751 for the SCA/CAPC, \$415,788 for the FRC contracts, \$12,500 for the Local Child Care Planning Council, \$19,521 for a contract placeholder, and \$50,000 for contract management.

The Recommended Budget also includes \$90,000 in revenue and expenditure from the Children's Trust Fund. The Children's Trust Fund is supported through birth certificate fees and donations. The SCA is responsible for making recommendations on the use and appropriation from Children's Trust Fund. This allocation is the same as from FY2017/18.

Primary Funding Sources

The primary funding source for the Department is County General Fund and the Children's Trust Fund.

Contracts

The FY2018/19 Recommended Budget includes a total of \$644,060 or 91% in contracted services which includes the following significant contracts:

- \$415,788 for FRC contracts. Dixon and the City of Benicia Police Department FRC contracts were reduced in FY2017/18 due to mutually agreed upon removal of contract activities.
- \$130,723 for Children's Network of Solano County – Alliance

See related Budget Unit 9126 – Fund 151 Contingencies (refer to Contingencies section of the Budget).

**1570 – Fund 151-Grants/Programs Administration****Summary of Other Administered Budgets**

**Michele Harris, Executive Director  
Health & Public Assistance**

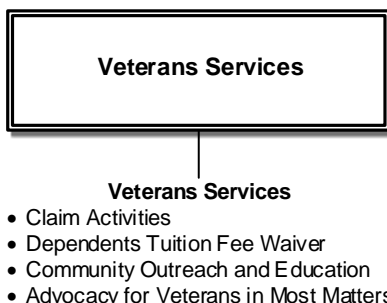
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	1,840	0	0	0	0.0%
CHARGES FOR SERVICES	87,746	90,000	90,000	0	0.0%
GENERAL FUND CONTRIBUTION	620,657	616,560	616,560	0	0.0%
<b>TOTAL REVENUES</b>	<b>710,243</b>	<b>706,560</b>	<b>706,560</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	670,836	706,560	706,560	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>670,836</b>	<b>706,560</b>	<b>706,560</b>	<b>0</b>	<b>0.0%</b>
<b>NET CHANGE</b>	<b>(39,407)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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:**

FY2017/18 Midyear Projection:	718,606
FY2018/19 Recommended:	772,324
County General Fund Contribution:	482,324
Percent County General Fund Supported:	62.4%
Total Employees (FTEs):	6

**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 (VA), 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**

Over the past year, the Solano County Veterans Services Office has achieved new levels of service and has been rated as the number one office in the State of California for veteran participation rate. Solano County serves approximately 36% of the veteran population when compared to a 20% participation rate in the State of California and nationwide. The CVSO is also number one in the State for new dollars brought into the County in the form of claims and awards. The Department filed 3,945 claims in FY2017/18 resulting in \$32 million in new dollars for veterans and their dependents. To keep Solano County as a top-performer the Department must maintain existing staffing and performance levels to ensure federal funding dollars flowing into Solano County.

**WORKLOAD INDICATORS**

The CVSO workload has increased from an average of 57 veterans per day in FY2016/17 to more than 60 veterans per day in FY2017/18. To serve this growing demand, the Board of Supervisors approved extending the Limited-Term Veterans Services Counselor position to June 30, 2019 at the midyear budget hearing with the anticipation that the CVSO will receive \$290,000 in revenues from the State to fund the position.

**5800 – Fund 001-Veterans Services****Functional Area Summary**

**Ted Puntillo, Director of Veterans Services**  
**Veterans Services**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
VETERANS SERVICES	286,023	275,000	290,000	15,000	5.5%
<b>TOTAL REVENUES</b>	<b>286,023</b>	<b>275,000</b>	<b>290,000</b>	<b>0</b>	<b>5.5%</b>
<b>APPROPRIATIONS</b>					
VETERANS SERVICES	674,148	715,037	772,324	57,287	8.0%
<b>TOTAL APPROPRIATIONS</b>	<b>674,148</b>	<b>715,037</b>	<b>772,324</b>	<b>57,287</b>	<b>8.0%</b>
<b>NET COUNTY COST</b>					
VETERANS SERVICES	388,125	440,037	482,324	42,287	9.6%
<b>NET COUNTY COST</b>	<b>388,125</b>	<b>440,037</b>	<b>482,324</b>	<b>42,287</b>	<b>9.6%</b>
<b>STAFFING</b>					
VETERANS SERVICES	6	6	6	0	0.0%
<b>TOTAL STAFFING</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$15,000 or 5.5% in revenues from the state to provide veteran services and an increase of \$57,287 or 8.0% in appropriations when compared to FY2017/18.

Primary Funding Sources

The CVSO is primarily funded by the County General Fund (GF) and Intergovernmental funding from the State. Revenues are received from the State through a Subvention program that provides \$5.6 million statewide to help offset costs to the counties for providing services to veterans. This funding is distributed based on individual counties' workload data. Solano County has consistently ranked in the top counties for workload and receives \$290,000 in subvention funding.

Primary Costs

The increase in appropriations are primarily due to Salaries and Employee Benefits for retirement and healthcare totaling \$55,396 or 10.2%, whereas two employees have opted to receive healthcare benefits, compared to one employee last fiscal year, doubling the appropriation. There is also an increase in Central Data Processing Services, Countywide Administrative Overhead costs, and other Services and Supplies.

Contracts

None requiring Board approval.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

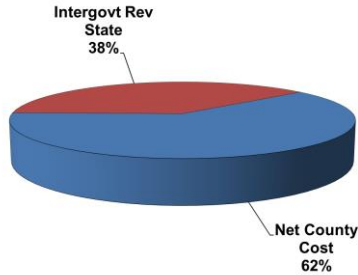
None.



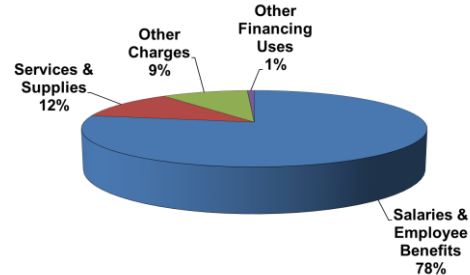
## Functional Area Summary

## 5800 – Fund 001-Veterans Services Ted Puntillo, Director of Veterans Services Veterans Services

### SOURCE OF FUNDS



### USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	286,023	275,000	290,000	15,000	5.5%
<b>TOTAL REVENUES</b>	<b>286,023</b>	<b>275,000</b>	<b>290,000</b>	<b>15,000</b>	<b>5.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	515,977	543,510	598,906	55,396	10.2%
SERVICES AND SUPPLIES	77,994	80,210	91,042	10,832	13.5%
OTHER CHARGES	57,231	69,286	73,471	4,185	6.0%
OTHER FINANCING USES	16,092	16,031	5,905	(10,126)	(63.2%)
INTRA-FUND TRANSFERS	6,853	6,000	3,000	(3,000)	(50.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>674,148</b>	<b>715,037</b>	<b>772,324</b>	<b>57,287</b>	<b>8.0%</b>
<b>NET COUNTY COST</b>	<b>388,125</b>	<b>440,037</b>	<b>482,324</b>	<b>42,287</b>	<b>9.6%</b>

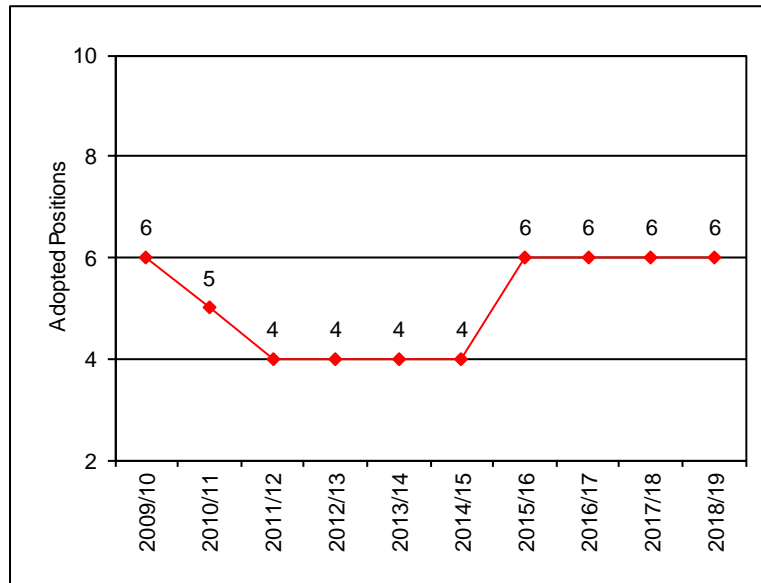
### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

During the Midyear Financial Report on March 13, 2018, a Limited-Term Veterans Benefits Counselor position was extended to June 30, 2019 in anticipation of a renewal of funds from the State of California.

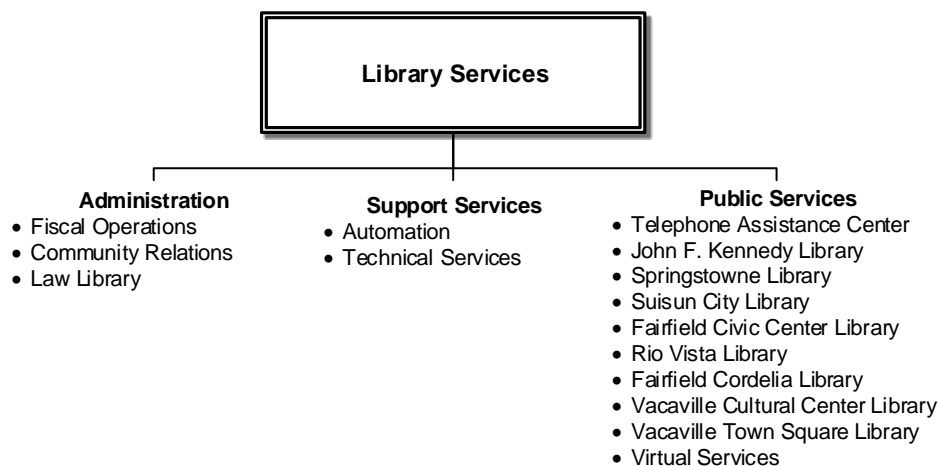
**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Given the continued increase of veterans served by CVSO, it is important for the County to continue to advocate for more funds from the State of California.

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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:

FY2017/18 Midyear Projection:	22,357,665
FY2018/19 Recommended:	22,136,946
County General Fund Contribution:	294,451
Percent County General Fund Supported:	1.3%
Total Employees (FTEs):	120.55

## 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. The Library staff takes great care to provide expanded hours and services. The value and services provided by the Library has had broad voter support as evidenced by approval of the sales tax measure dedicated to Library services.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

### Challenges:

- The Department will continue exploring additional funding sources to address increasing expenditures. The Department will pursue grant opportunities and work with its Foundation and Friends groups to help support ongoing library and literacy programming.

**Bonnie Katz, Director of Library Services**  
**Library Services**

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- The Department continues to explore different service deliveries to keep up with technology changes and to address the needs of the various age groups that the Library serves. Many of the Library's customers use only their smart phones for their information needs and the Department needs to ensure that the technology available will work on these devices.

Accomplishments:

- Link + launched to the public on Tuesday, September 5<sup>th</sup> and customers are pleased with the service. Link + is a free service that library customers can use to borrow materials that the Solano Partner Libraries and St. Helena (SPLASH) consortium does not have available. Link + is a cooperative resource sharing effort between over 60 California and Nevada libraries, both public and academic.
- Solano County Library was selected as one of 75 libraries nationwide out of a total of 513 applicants to participate in the *NASA@ My Library* initiative. The grant enables the Library to increase and enhance Science, Technology, Engineering and Math (STEM) learning opportunities. The Library is participating in the 18-month project (Phase 1) and has received materials and training to assist staff in leading educational and fun STEM programming for all ages.
- The Library system partnered again with the 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.
- Celebrated Women's History Month with a variety of programs that were funded by the Women's History Luncheon which began in 2007. Since its inception, over \$42,700 has been donated to the Library to support women's history. The Library has been able to purchase materials for our collection, and provide special programs. This year the Library used the funds to present three programs and workshops in Fairfield, Vacaville, and Vallejo. The programs included Living Maya Time with Astronomer Isabel Hawkins, Girls Just Want to Have Fun Paint Night, and Roberta Donnay & the Prohibition Mob Band.
- The Library received a \$10,000 grant from the California State Library's Immigrant Alliance Project. The grant money was used to update and enhance our collection of bilingual books for children from Pre-K through 6<sup>th</sup> grade. Titles added were primarily in Spanish/English, but a small number of bilingual books in other languages were also purchased.

**WORKLOAD INDICATORS**

During the period of July 1, 2016 – June 30, 2017:

- 2,099,490 in library materials were circulated by the Library
- 1,323,372 individual visits to the library branches
- 407,405 people "virtually" visited the library at solanolibrary.com
- 34,812 hours of time donated by volunteers
- 121,232 people attended 3,651 library programs

## Functional Area Summary

## 6300 – Fund 004-Library Bonnie Katz, Director of Library Services Library Services

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LIBRARY ADMINISTRATION	18,931,225	19,402,978	19,977,583	574,605	3.0%
PUBLIC SERVICES	337,656	301,700	312,072	10,372	3.4%
SUPPORT SERVICES	231,927	219,662	237,100	17,438	7.9%
<b>TOTAL REVENUES</b>	<b>19,500,808</b>	<b>19,924,340</b>	<b>20,526,755</b>	<b>602,415</b>	<b>3.0%</b>
<b>APPROPRIATIONS</b>					
LIBRARY ADMINISTRATION	3,241,438	3,957,436	5,242,975	1,285,539	32.5%
PUBLIC SERVICES	10,188,362	11,641,929	11,343,473	(298,456)	(2.6%)
SUPPORT SERVICES	4,179,905	7,792,175	5,550,498	(2,241,677)	(28.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>17,609,705</b>	<b>23,391,540</b>	<b>22,136,946</b>	<b>(1,254,594)</b>	<b>(5.4%)</b>
<b>CHANGE IN FUND BALANCE</b>					
LIBRARY ADMINISTRATION	(15,689,787)	(15,445,542)	(14,734,608)	710,934	(4.6%)
PUBLIC SERVICES	9,850,706	11,340,229	11,031,401	(308,828)	(2.7%)
SUPPORT SERVICES	3,947,978	7,572,513	5,313,398	(2,259,115)	(29.8%)
<b>CHANGE IN FUND BALANCE</b>	<b>(1,891,103)</b>	<b>3,467,200</b>	<b>1,610,191</b>	<b>(1,857,009)</b>	<b>(53.6%)</b>
<b>STAFFING</b>					
LIBRARY ADMINISTRATION	15.75	22.55	22.55	0.0	0.0%
PUBLIC SERVICES	80.0	82.0	82.0	0.0	0.0%
SUPPORT SERVICES	16.0	16.0	16.0	0.0	0.0%
<b>TOTAL STAFFING</b>	<b>111.75</b>	<b>120.55</b>	<b>120.55</b>	<b>0.0</b>	<b>0.0%</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$602,415 or 3.0% in revenues and a decrease of \$1,254,594 or 5.4% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, use of Fund Balance decreased \$1,857,009 or 53.6%.

#### Primary Funding Sources

The primary funding sources for the Department are property taxes and a 1/8 of a penny voter approved sales tax dedicated to library services, which are directly tied to the economy. These revenue streams seem to have stabilized and have begun to slightly increase after many years of decline. However, the Department continues to explore ways to minimize costs by streamlining services and programs while striving to maintain its level of services.

The FY2018/19 Recommended Budget includes a \$602,415 or 3.0% net increase in revenues primarily due to the following:

- Property and sales tax revenues reflect an increase of \$383,274.
- Revenue from use of Money/Property reflects an increase of \$45,363 primarily due to an increase in interest income.
- Intergovernmental Revenues reflect an increase of \$43,525 primarily due to increases in revenue received for automation services provided to Solano Partner Libraries and St. Helena (SPLASH) consortium and State literacy grant revenue.
- Charges for Services reflect an increase of \$292,225 primarily due to an increase of \$317,258 in revenue for library services provided to the Vacaville Libraries and Law Library, and offset by a \$20,903 decrease in library fines.
- Other Financing Sources reflect a decrease of \$161,972 primarily due to a reduction in property tax revenue Transfers-In from the four Library Zones, and partially offset by an increase in General Fund Contribution.

**Bonnie Katz, Director of Library Services  
Library Services**

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Primary Costs

The FY2018/19 Recommended Budget of \$22,136,946 includes a \$1,254,584 or 5.4% net decrease in appropriations due to the following:

- Salaries and Employee Benefits reflect a net increase of \$908,815 primarily due to an increase in approved labor costs, and retirement and health benefit costs.
- Services and Supplies reflect a net decrease of \$696,300 primarily due to reductions in equipment, materials and technology related to one-time costs associated with the automated materials handling project, library furnishings, and utilities. This is offset by increases in property insurance, consulting services to rebrand the public website and signage that is part of the Library's recently updated strategic plan, and software/maintenance/support related to replacement of the public computer reservation software and public computer time-out software.
- Other Charges reflect a net increase of \$360,234 primarily due to an increase of \$105,921 in Interfund Services, which includes Sheriff's security services, facility operations, grounds maintenance and custodial services; and \$243,898 in Countywide Administrative Overhead charges.
- Fixed Assets reflect a decrease of \$1,055,500 primarily due to the net decrease of \$1,500,000 in one-time costs related to the automated materials handling project budgeted in FY2017/18 and offset by an increase of \$439,500 for the enclosure of space on the first floor at Library Headquarters that will house the Library's Technology Division, and an increase of \$5,000 for computer equipment.
- Other Financing Uses reflect a reduction \$771,843 primarily due to decreases related to the completion of debt service payments for building improvements in 2002 to 1150 Kentucky Street, Fairfield, and reduction in the pension obligation bond rate.

Contracts

The FY2018/19 Recommended Budget includes a total of \$485,669 in contracted services, which includes the following significant contracts:

- \$173,736 for custodial services at six library branches located in non-county owned buildings
- \$142,968 for online integrated hardware and software library automation services
- \$75,970 for inter-library borrowing of materials through Link+, a library member consortium
- \$43,000 for collection services for delinquent Library accounts
- \$20,276 for lease costs for 14 photocopy machines
- \$17,707 for maintenance services for RFID (Radio Frequency Identification) equipment
- \$12,012 for delivery services of Link+ materials

Fixed Assets

The FY2018/19 Recommended Budget includes the following fixed assets:

- \$439,500 to enclose and convert the remaining section of unused garage space at 1150 Kentucky Street, Fairfield, into office space. The garage space is no longer needed as most deliveries occur at the building located at 601 Kentucky Street. The space will be used to house the Library's Technology Division.
- \$25,000 for the replacement of five library branch file servers that are at the end of their useful life.

Reserves/Contingency

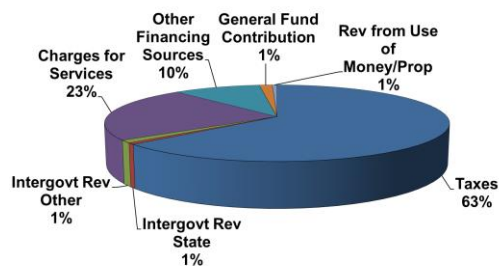
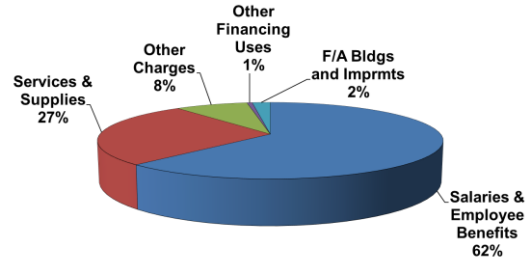
The FY2018/19 Recommended Budget includes \$500,000 appropriation to the Library's Reserve budget (Fund 004 - BU 9104), and an equipment contingency for SPLASH of \$379,357 for upgrades to the Library's automation system.

See related Budget Unit 9304 – Fund 004 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

The Department is undertaking a facility needs assessment and anticipates a need to re-structure its organization, functions and program service delivery models in the context of the continued implementation of the five-year Library strategic plan developed in FY2016/17 and implemented in FY2017/18. The Department plans to update its current website to provide easier access for its customers, in addition to establishing a new marketing plan to enable the Department to better promote its services to library users and non-users.

During the six-year period between FY2009/10 and FY2014/15, there was a 34.1 FTE or 24% reduction in staff positions. The Recommended Budget includes 120.55 FTEs, still below the staffing level of 142.1 FTEs in FY2009/10. However, with the continuing expectation that property and sales tax revenues will, at the very minimum, continue to increase even slightly, the Department will continue to review staffing levels and ways to streamline services. The Department anticipates having a balanced budget for the next three fiscal years, FY2018/19, FY2019/20 and FY2020/21.

**SOURCE OF FUNDS****USE OF FUNDS**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	12,288,560	12,650,635	13,033,909	383,274	3.0%
REVENUE FROM USE OF MONEY/PROP	127,399	62,187	107,550	45,363	72.9%
INTERGOVERNMENTAL REV STATE	168,134	108,673	134,760	26,087	24.0%
INTERGOVERNMENTAL REV FEDERAL	15,000	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	227,480	219,662	237,100	17,438	7.9%
CHARGES FOR SERVICES	4,478,554	4,451,348	4,743,573	292,225	6.6%
MISC REVENUE	20,360	0	0	0	0.0%
OTHER FINANCING SOURCES	1,906,443	2,151,790	1,975,412	(176,378)	(8.2%)
GENERAL FUND CONTRIBUTION	268,877	280,045	294,451	14,406	5.1%
<b>TOTAL REVENUES</b>	<b>19,500,808</b>	<b>19,924,340</b>	<b>20,526,755</b>	<b>602,415</b>	<b>3.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	11,690,241	12,829,994	13,738,809	908,815	7.1%
SERVICES AND SUPPLIES	3,899,044	6,732,834	6,036,534	(696,300)	(10.3%)
OTHER CHARGES	1,164,287	1,410,561	1,770,795	360,234	25.5%
F/A BLDGS AND IMPRMTS	0	0	439,500	439,500	0.0%
F/A EQUIPMENT	0	1,520,000	25,000	(1,495,000)	(98.4%)
OTHER FINANCING USES	856,133	898,151	126,308	(771,843)	(85.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>17,609,705</b>	<b>23,391,540</b>	<b>22,136,946</b>	<b>(1,254,594)</b>	<b>(5.4%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(1,891,103)</b>	<b>3,467,200</b>	<b>1,610,191</b>	<b>(1,857,009)</b>	<b>(53.6%)</b>



**Bonnie Katz, Director of Library Services**  
**Library Services**

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

### SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2017/18 Budget are provided below. All positions are funded with property and sales tax revenue dedicated to the Library Fund.

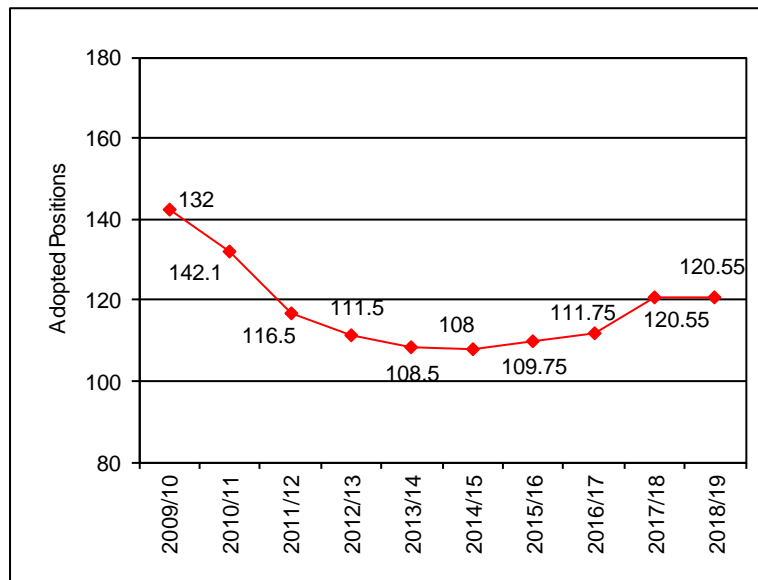
On December 12, 2017, the following position allocation changes were approved by the Board:

- Added 1.0 FTE Library Associate
- Deleted 1.0 FTE Senior Library Assistant

The FY2018/19 Recommended Budget includes the following position changes:

- Add 1.0 FTE Library Associate to provide increased support to library operations.
- Delete 1.0 FTE Library Assistant (Supervising) that is currently vacant.

### STAFFING TREND



### PENDING ISSUES AND POLICY CONSIDERATIONS

The Library continues to address its structural operating deficit having achieved a balanced budget for the last four fiscal years. However, with increases in personnel costs, library materials costs and the restructuring of the automation consortium now known as SPLASH (Solano Partner Libraries and St. Helena), the Department will need to continue to work on keeping its budget balanced and address the structural deficit. The Department continues to rely on Fund Balance and one-time revenues to balance its annual budget.

The Department plans to issue an RFP to update its website. Since its inception, many technological changes have occurred. The new website should give staff greater flexibility to update and change the site to stay current. It will also showcase various programs that the Library provides for the communities it serves as well as incorporate many goals in the newly developed five-year strategic plan.

The Department also plans to issue an RFP to update its facilities master plan. The existing plan was a twenty-year plan that was developed in 2000 and is nearly at its “end of life.” The update will need to incorporate numerous changes in libraries, especially in automation and also needs to incorporate the strategies that were determined in the five-year strategic plan.

The Department also plans to issue an RFP for a new marketing strategy to help with the marketing and roll out of the newly accepted five-year strategic plan.

# Summary of Other Administered Budgets

**6300 – Fund 004-Library**  
**Bonnie Katz, Director of Library Services**  
**Library Services**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
6150 LIBRARY ZONE 1	1,452,893	1,334,142	1,414,114	79,972	6.0%
6180 LIBRARY ZONE 2	43,867	48,169	46,866	(1,303)	(2.7%)
6166 LIBRARY ZONE 6	18,611	20,420	21,113	693	3.4%
6167 LIBRARY ZONE 7	417,190	448,677	481,273	32,596	7.3%
2280 LIBRARY - FRIENDS & FOUNDATION	120,171	75,500	128,500	53,000	70.2%
<b>APPROPRIATIONS</b>					
6150 LIBRARY ZONE 1	1,450,804	1,619,185	1,438,735	(180,450)	(11.1%)
6180 LIBRARY ZONE 2	43,820	49,367	46,866	(2,501)	(5.1%)
6166 LIBRARY ZONE 6	18,589	22,040	21,113	(927)	(4.2%)
6167 LIBRARY ZONE 7	416,666	486,738	494,408	7,670	1.6%
2280 LIBRARY - FRIENDS & FOUNDATION	131,992	106,273	201,516	95,243	89.6%
<b>NET CHANGE</b>					
6150 LIBRARY ZONE 1	(2,088)	285,043	24,621	(260,422)	(91.4%)
6180 LIBRARY ZONE 2	(48)	1,198	0	(1,198)	(100.0%)
6166 LIBRARY ZONE 6	(22)	1,620	0	(1,620)	(100.0%)
6167 LIBRARY ZONE 7	(524)	38,061	13,135	(24,926)	(65.5%)
2280 LIBRARY - FRIENDS & FOUNDATION	11,821	30,773	73,016	42,243	137.3%

A summary of the budgets administered by the Library is provided on the following pages.

**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 represents an increase of \$79,972 or 6.0% in revenues and a decrease of \$180,450 or 11.1% in appropriations when compared to the FY2017/18 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2018/19 Recommended Budget includes \$1,414,114 in revenue, which reflects a \$79,972 or 6.0% increase.

Primary Costs

The FY2018/19 Recommended Budget includes an \$180,450 or 11.1% net decrease in appropriations. The decrease is primarily due to a decrease in the Operating Transfers-Out to the County Library's Fund 004. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

Contracts

None.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2016/17 ACTUAL</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	1,427,714	1,318,722	1,397,770	79,048	6.0%
REVENUE FROM USE OF MONEY/PROP	4,122	1,108	2,032	924	83.4%
INTERGOVERNMENTAL REV STATE	14,437	14,312	14,312	0	0.0%
INTERGOVERNMENTAL REV OTHER	6,327	0	0	0	0.0%
CHARGES FOR SERVICES	293	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,452,893</b>	<b>1,334,142</b>	<b>1,414,114</b>	<b>79,972</b>	<b>6.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	14,145	14,005	14,711	706	5.0%
OTHER CHARGES	776	824	1,257	433	52.5%
OTHER FINANCING USES	1,435,883	1,604,356	1,422,767	(181,589)	(11.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,450,804</b>	<b>1,619,185</b>	<b>1,438,735</b>	<b>(180,450)</b>	<b>(11.1%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(2,088)</b>	<b>285,043</b>	<b>24,621</b>	<b>(260,422)</b>	<b>(91.4%)</b>

**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 of policy considerations at this time.

## Summary of Other Administered Budgets

**6180 – Fund 037-Library Zone 2**  
**Bonnie Katz, Director of Library Services**  
**Library Services**

### FUNCTION AND RESPONSIBILITIES

This budget provides revenue to offset expenses for the Rio Vista Library's services.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$1,303 or 2.7% in revenues and a decrease of \$2,501 or 5.1% in appropriations when compared to the FY2017/18 Adopted Budget.

#### Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2018/19 Recommended Budget includes \$46,866 in revenue, which reflects a \$1,303 or 2.7% decrease.

#### Primary Costs

The FY2018/19 Recommended Budget includes a \$2,501 or 5.1% net decrease in appropriations. The decrease is primarily due to a decrease in the Operating Transfers-Out to the County Library's Fund 004. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

#### Contracts

None.

#### Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	43,438	47,785	46,666	(1,119)	(2.3%)
REVENUE FROM USE OF MONEY/PROP	65	22	25	3	13.6%
INTERGOVERNMENTAL REV STATE	364	362	175	(187)	(51.7%)
<b>TOTAL REVENUES</b>	<b>43,867</b>	<b>48,169</b>	<b>46,866</b>	<b>(1,303)</b>	<b>(2.7%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	624	704	733	29	0.0%
OTHER CHARGES	354	771	354	(417)	(54.1%)
OTHER FINANCING USES	42,842	47,892	45,779	(2,113)	(4.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>43,820</b>	<b>49,367</b>	<b>46,866</b>	<b>(2,501)</b>	<b>(5.1%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(48)</b>	<b>1,198</b>	<b>0</b>	<b>(1,198)</b>	<b>(100.0%)</b>

### 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 of policy considerations at this time.

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Vallejo Library's services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$693 or 3.4% in revenues and a decrease of \$927 or 4.2% in appropriations when compared to the FY2017/18 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2018/19 Recommended Budget includes \$21,113 in revenue, which reflects a \$693 or 3.4% increase.

Primary Costs

The FY2018/19 Recommended Budget includes a \$927 or 4.2% net decrease in appropriations. The decrease is primarily due to a decrease in the Operating Transfer-Out to the County Library's Fund 004. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	18,428	20,254	21,020	766	3.8%
REVENUE FROM USE OF MONEY/PROP	34	18	18	0	0.0%
INTERGOVERNMENTAL REV STATE	148	148	75	(73)	(49.3%)
<b>TOTAL REVENUES</b>	<b>18,611</b>	<b>20,420</b>	<b>21,113</b>	<b>693</b>	<b>3.4%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	274	288	300	12	4.2%
OTHER CHARGES	297	410	372	(38)	(9.3%)
OTHER FINANCING USES	18,018	21,342	20,441	(901)	(4.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>18,589</b>	<b>22,040</b>	<b>21,113</b>	<b>(927)</b>	<b>(4.2%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(22)</b>	<b>1,620</b>	<b>0</b>	<b>(1,620)</b>	<b>(100.0%)</b>

**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 of policy considerations at this time.

## Summary of Other Administered Budgets

**6167 – Fund 067-Library Zone 7**  
**Bonnie Katz, Director of Library Services**  
**Library Services**

### FUNCTION AND RESPONSIBILITIES

This budget provides revenue to offset expenses for the Vallejo Library's services.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$32,596 or 7.3% in revenues and an increase of \$7,670 or 1.6% in appropriations when compared to the FY2017/18 Adopted Budget.

#### Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2018/19 Recommended Budget includes \$481,273 in revenue, which reflects a \$32,596 or 7.3% increase.

#### Primary Costs

The FY2018/19 Recommended Budget includes a \$7,670 or 1.6% net increase in appropriations. The increase is primarily due to an increase in the Operating Transfers-Out to the County Library's Fund 004. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

#### Contracts

None.

#### Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	412,688	444,842	477,279	32,437	7.3%
REVENUE FROM USE OF MONEY/PROP	843	207	366	159	76.8%
INTERGOVERNMENTAL REV STATE	3,659	3,628	3,628	0	0.0%
<b>TOTAL REVENUES</b>	<b>417,190</b>	<b>448,677</b>	<b>481,273</b>	<b>32,596</b>	<b>7.3%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	5,919	6,176	6,423	247	4.0%
OTHER CHARGES	1,047	2,362	1,560	(802)	(34.0%)
OTHER FINANCING USES	409,700	478,200	486,425	8,225	1.7%
<b>TOTAL APPROPRIATIONS</b>	<b>416,666</b>	<b>486,738</b>	<b>494,408</b>	<b>7,670</b>	<b>1.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(524)</b>	<b>38,061</b>	<b>13,135</b>	<b>(24,926)</b>	<b>(65.5%)</b>

### 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 of policy considerations at this time.

**2280 – Fund 228-Library-Special Revenue**  
**Bonnie Katz, Director of Library Services**  
**Library Services**

**Summary of Other Administered Budgets**

**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 Recommended Budget represents an increase of \$53,000 or 70.2% in revenues and an increase of \$95,243 or 89.6% in appropriations when compared to the FY2017/18 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is through donations and contributions from the four different Friends of the Library Groups and the Library Foundation. The FY2018/19 Recommended Budget includes \$128,500 in revenue, which reflects a \$53,000 or 70.2% increase.

Primary Costs

The FY2018/19 Recommended Budget includes a \$95,243 or 89.6% net increase in appropriations, which reflect increases in office expense, sponsored library events, and purchased library materials.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	908	500	500	0	0.0%
CHARGES FOR SERVICES	300	0	0	0	0.0%
MISC REVENUE	118,963	75,000	128,000	53,000	70.7%
<b>TOTAL REVENUES</b>	<b>120,171</b>	<b>75,500</b>	<b>128,500</b>	<b>53,000</b>	<b>70.2%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	131,992	106,273	201,516	95,243	89.6%
<b>TOTAL APPROPRIATIONS</b>	<b>131,992</b>	<b>106,273</b>	<b>201,516</b>	<b>95,243</b>	<b>89.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>11,821</b>	<b>30,773</b>	<b>73,016</b>	<b>42,243</b>	<b>137.3%</b>

**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 of policy considerations at this time.

**University of California  
Cooperative Extension**

**UC Cooperative Extension**

- Master Gardener Program
- 4-H Youth Development Program
- Nutrition, Family and Consumer Science
  - Master Food Preserver Program
- Agriculture Research & Extension
  - Livestock, Orchard, Vegetable Crops, Small Grains, Delta Crops, Pest Management, Forage Crops, Small Farms
- 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 (UC) 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:**

FY2017/18 Midyear Projection:	346,215
FY2018/19 Recommended:	313,045
County General Fund Contribution:	313,045
Percent County General Fund Supported:	100%
Total Employees (FTEs):	0

**FUNCTION AND RESPONSIBILITIES**

The County UCCE program operates through an Interlocal Agreement between the Regents of the UC, Sacramento County, Solano County and Yolo County for a multi-county partnership formed in 2014. Through this agreement, UC provides various programs, including several agriculture programs, 4-H youth development programs, Master Gardener program and the Master Food Preserver program to the County. 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.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Challenges:

- Maintaining the same level of communication and contact with county partners has been challenging due to the increased administrative workload on one director overseeing UCCE operations in three counties as opposed to one county.
- Gaining approval from UC's Division of Agriculture and Natural Resources (ANR) for the necessary advisor position that will enable UCCE to re-start the nutrition education program and provide sufficient oversight of the 4-H youth development program in Solano County.

Accomplishments:

- UCCE Ag Advisors addressed agricultural productivity issues including the value of using grafted tomato plants for both processing and market tomatoes, root stock selection for tree crops, publishing production cost studies which are necessary in obtaining farm loans, evaluating alternative feeds for livestock, publishing crop production manuals, investigating the effect of temperature change on crop production and determining appropriate nutrient management strategies for multiple crops that minimize nutrient losses to the environment.



- UCCE Ag Advisors are very active in researching pest management strategies in both crop and rangeland systems. Chemical control strategies are always changing as pesticide resistance increases and new pesticides are released. Recent pest management research includes weevil control in alfalfa; Lygus bugs in sunflower; broomrape, root knot nematode, Fusarium and Southern blight management in tomatoes; canker, root rot and Botryosphaeria management in tree crops; and rangeland weed control through restoration.
- UCCE Ag Advisors are addressing water efficiency and water quality, two prominent issues for the ag community as a result of the recent drought and regulations. Our Advisors have active projects on providing weekly soil moisture loss data to inform irrigation scheduling, selecting water efficient tree rootstocks, automated water delivery, tomato irrigation scheduling software and water quality curriculum for livestock producers.
- UCCE organized and presented a series of regional workshops “Advanced Integrated Pest Management (IPM) Training for UC Master Gardeners” where 39 UC Master Gardener volunteers from Sacramento, Yolo, and Solano participated.
- Three issues of the UC IPM Retail Nursery and Garden Center IPM News newsletters were distributed in print to over 20 local retail stores or employees and to over 300 Yolo, Solano, and Sacramento subscribers via email delivery.
- In FY2016/17 UCCE re-established the Solano County Master Food Preserver (MFP) Program by training and certifying eight new volunteers in safe home food preservation and food safety practices.
- The new MFP volunteers practiced their workshop and presentation skills by holding two public workshops on pickling and pineapple preservation.
- A new MFP volunteer and the MFP Program Coordinator appeared on a Good Day Sacramento television segment highlighting the MFP Program and preservation of holiday foods.
- The 4-H Military program, funded by a USDA grant, is a partnership between the Solano County 4-H Youth Development Program (YDP) and Travis AFB to bring 4-H programming activities to youths of families stationed at the base. The 4-H YDP reached more than 1,000 military youths through activities that include SET (Science, Engineering and Technology), healthy living, photography, clothing and textiles, arts and crafts, graphic arts, equestrian camp, citizenship and leadership.
- A 4-H National Science Day event, titled The World of Drones, was held at Travis AFB and engaged 39 youths in flight dynamics, coding, critical thinking in engineering design and problem solving.
- The 4-H SET Program delivered hands-on science education and experience activities to 556 youths by partnering with community-based organizations with afterschool sites in Fairfield, Vacaville and Vallejo.
- Other 4-H SET events held throughout the County include Science Day at Vacaville Town Square Library, Children’s Day at the Vacaville Museum, Genentech Gives Back with 4-H SET at the Vacaville Town Square Library, Solano County Ag Day 2018 and the 2017 Solano County Fair.
- Through a new memorandum of understanding (MOU) with the City of Fairfield, the Master Gardener Program held ten public education events at the Dunnell Nature Park and Education Center in Fairfield.
- The Solano County Master Gardeners contributed 252 hours at Liberty High School in Benicia, working weekly with students during the school year to educate them on horticultural practices, maintaining the greenhouse and growing an edible garden.

## **WORKLOAD INDICATORS**

- Efforts to reach underserved communities in Solano County are showing results as the 4-H Youth Development Program reached a total of 8,798 youths across the county, of which 45% were Latino, 25% African American, 13% Asian, and 1% Native American.
- The Solano County Master Gardener Program provides science-based information and advice on home gardening and landscape practices. In FY2016/17, 125 Master Gardener volunteers contributed a total of 6,489 hours of service to their communities, serving over 14,500 Solano County residents with information on soil health, integrated pest management, tree pruning, weed identification and control, irrigation, water-wise landscaping, and other horticultural practices.

## Functional Area Summary

## 6200 – Fund 001-Cooperative Extension Morgan Doran, Multi-County Partnership Director Agricultural Education

- Master Gardener volunteers held 27 public workshops in Solano County covering various home horticulture topics and they have a consistent presence at community Farmers Markets to provide home gardening advice.
- UCCE agricultural Advisors collectively held 20 extension meetings, gave 48 extension presentations, wrote 15 peer-reviewed journal publications and 62 non-peer-reviewed extension publications.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
UC COOPERATIVE EXTENSION	272,418	346,715	313,045	(33,670)	(9.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>272,418</b>	<b>346,715</b>	<b>313,045</b>	<b>(33,670)</b>	<b>(9.7%)</b>
<b>NET COUNTY COST</b>					
UC COOPERATIVE EXTENSION	272,418	346,715	313,045	(33,670)	(9.7%)
<b>NET COUNTY COST</b>	<b>272,418</b>	<b>346,715</b>	<b>313,045</b>	<b>(33,670)</b>	<b>(9.7%)</b>
<b>STAFFING</b>					
UC COOPERATIVE EXTENSION	0	0	0	0	0.0%
<b>TOTAL STAFFING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$33,670 or 9.7% in appropriations when compared to the FY2017/18 Adopted Budget. As a result, the Net County Cost also decreased \$33,670 or 9.7%.

#### Primary Funding Source

The funding source for the service agreement with UC Cooperative Extension, Davis, is the County General Fund.

#### Primary Costs

The FY2018/19 Recommended Budget includes a \$33,670 net decrease in appropriations primarily due to a reduction in Countywide Administrative Overhead costs resulting from a roll forward adjustment, and decreases in facility operations and custodial charges.

#### Contracts

The FY2018/19 Recommended Budget includes \$275,000 to the University of California for providing University of California Cooperative Extension (UCCE) programs to Solano County through June 30, 2019, and in-kind costs of \$38,045 for a facility in Fairfield to house program operations, custodial and grounds keeping services, telephone and print services.

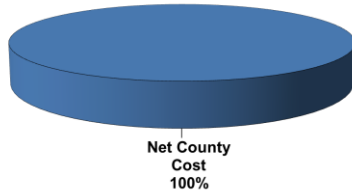
#### Fixed Assets

None.

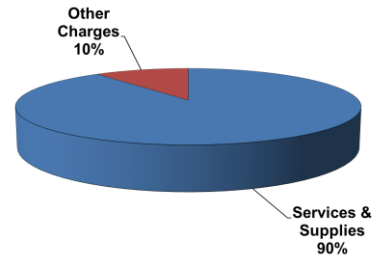
### DEPARTMENT COMMENTS

On June 30, 2018, UC Cooperative Extension completes its fourth year of a five-year Interlocal Agreement between the Regents of the UC, Sacramento County, Solano County and Yolo County that created the UCCE Capitol Corridor Multi-County Partnership. This reorganization of UC Cooperative Extension offices was done to achieve efficiencies by consolidating administrative operations and sharing resources across county lines. UCCE continues to offer the same suite of programs to Solano County residents including agricultural advisors, 4-H, Master Gardener Program and the Master Food Preserver Program. A top priority is for UC ANR to approve a Youth, Families and Communities Advisor position in Solano County, which will enable a UCCE nutrition education program and enhance the 4-H Youth Development Program.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	232,152	274,700	280,500	5,800	2.1%
OTHER CHARGES	39,989	72,015	32,545	(39,470)	(54.8%)
INTRA-FUND TRANSFERS	277	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>272,418</b>	<b>346,715</b>	<b>313,045</b>	<b>(33,670)</b>	<b>(9.7%)</b>
<b>NET COUNTY COST</b>	<b>272,418</b>	<b>346,715</b>	<b>313,045</b>	<b>(33,670)</b>	<b>(9.7%)</b>

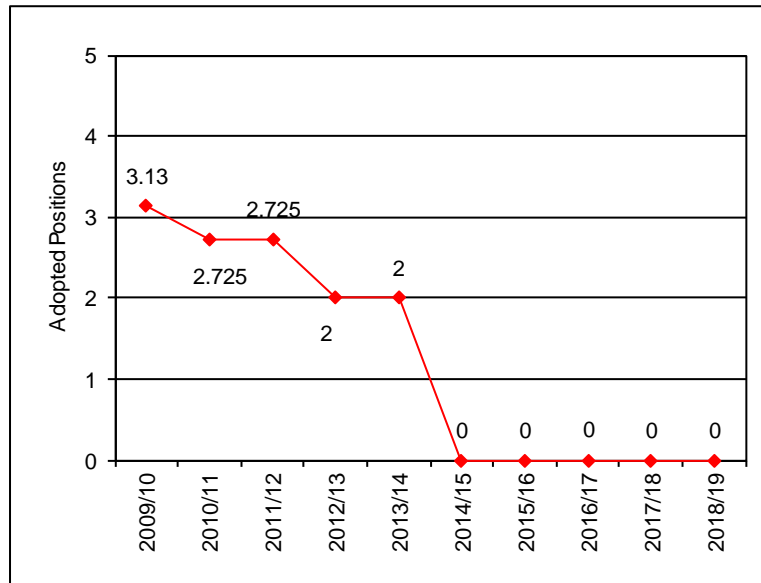
SUMMARY OF SIGNIFICANT ADJUSTMENTS

The \$33,670 or 9.7% decrease in the Recommended Budget is primarily attributed to a decrease in Countywide Administrative Overhead costs due to a roll forward adjustment, and decreases in facility operations and custodial charges.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

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

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**9301 – Fund 001-Contingencies-General Fund****Birgitta E. Corsello, County Administrator  
Legislative & Administration**

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	14,675,799	12,000,000	(2,675,799)	(18.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>14,675,799</b>	<b>12,000,000</b>	<b>(2,675,799)</b>	<b>(18.2%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen emergencies that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$12,000,000, based on potential General Fund exposures in litigation, uncertainty in annual State and Federal funding, and for potential revenue shortfalls in Health and Social Services (H&SS) and in public safety departments. In addition, the County remains exposed to potential costs for future disasters, as experienced in declared emergencies related to wildfires, floods and earthquakes in recent years which have required reliance on contingencies. The FY2018/19 Recommended General Fund Budget totals \$256,940,129 excluding the \$12,000,000 for contingency. The Recommended General Fund contingency of \$12,000,000 is equal to 4.7% of the Recommended General Fund Budget for FY2018/19.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

In considering the setting of contingency for FY2018/19, there are a number of uncertainties that may impact the County. Please refer to the Budget Summary Section of the FY2018/19 Recommended Budget for further details.

**9124 – Fund 296-Contingencies-Public Facilities Fee****Birgitta E. Corsello, County Administrator****Plant Acquisition**

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MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	20,819,813	21,449,485	629,672	3.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>20,819,813</b>	<b>21,449,485</b>	<b>629,672</b>	<b>3.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Public Facilities Fee Fund (BU 1760) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$21,449,485. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections and is restricted in its use.

**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	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	562,791	567,017	4,226	0.8%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>562,791</b>	<b>567,017</b>	<b>4,226</b>	<b>0.8%</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen H&SS Capital Projects (BU 2490) that may arise during the year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$567,017. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9306 – Fund 006-Contingencies-Accumulated Capital Outlay (ACO)****Michael J. Lango, Director of General Services****Plant Acquisition**

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MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	3,000,961	110,537	(2,890,424)	(96.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>3,000,961</b>	<b>110,537</b>	<b>(2,890,424)</b>	<b>(96.3%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen Capital Projects Fund (BU 1700). The funds are used to accommodate financing needs identified by Department of General Services, and approved by the Board for capital projects, acquisition of real property, planning of capital improvements, construction of new facilities, facility renewal, and repairs to existing County facilities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$110,537. This amount reflects the estimated funding available for Fund 006 restricted purposes based on the FY2017/18 Midyear 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  
Promotion**

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	1,673	2,173	500	29.9%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,673</b>	<b>2,173</b>	<b>500</b>	<b>29.9%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Public Art Operating Fund (BU 1630) to accommodate financing needs related to purchase or commission of public art and maintenance of public art within designated public areas owned by the County (Ordinance No. 1639, Chapter 5, section 5.5-5.6).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$2,173. This amount reflects the estimated funding available for the Fund 106 restricted purpose based on the FY2017/18 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9123 – Fund 281-Contingencies-Survey Monument Preservation****Bill Emlen, Director of Resource Management****Other General**

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MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	52,195	55,212	3,017	5.8%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>52,195</b>	<b>55,212</b>	<b>3,017</b>	<b>5.8%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Resource Management's Survey Monument Preservation Fund (BU 1950) to accommodate any unforeseen financing needs related to Survey Monument Preservation that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$55,212. This amount reflects the estimated funding available for the Fund 281 restricted purposes based on the FY2017/18 Midyear 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****Krishna A. Abrams, District Attorney  
Judicial**

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	4,496,583	3,195,730	(1,300,853)	(28.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>4,496,583</b>	<b>3,195,730</b>	<b>(1,300,853)</b>	<b>(28.9%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the District Attorney (DA) (BU 4100) to accommodate any financing needs that may arise in the DA's budget related to certain restricted funds as follows:

- Per California Business and Professions Code section 17206 and 17500, 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 and is the primary revenue source for the District Attorney's Consumer Protection Unit (BU 6502).
- 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. These funds provide the funding source in support of general investigation and all aspects involving the investigation and prosecution of environmental crimes that are normally prosecuted in the DA's Consumer Protection Unit.
- Use of the asset forfeiture funds is governed by the federal Department of Justice's Equitable Sharing Program, California Health and Safety Code section 11489, and California Vehicle Code section 14607.6.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$3,195,730. This amount reflects the estimated funding available in Fund 233 for restricted purposes outlined above based on the FY2017/18 Midyear Projections. The fund includes civil penalties related to consumer and environmental protection, and asset forfeiture.

**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	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	524,985	577,779	52,794	10.1%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>524,985</b>	<b>577,779</b>	<b>52,794</b>	<b>10.1%</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Sheriff Civil Processing Fees (BU 4110). Under authority of Government Code sections 26720 et seq., the Sheriff collects certain fees related to services provided through the Department's Civil Bureau. Revenues are driven by Government Code (GC) sections 26731 portion of Civil Fees collected and 26746 Debtor Processing Assessment Fee. GC 26731 states that \$15 of any fee collected by the Sheriff's Civil Division is deposited into a special fund. Approximately 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 5% of revenue in the special fund supplements expenses of the Sheriff's Civil Division in administering the funds. GC section 26746 states that a \$12 processing fee is assessed for certain specified disbursements. Funds collected and deposited pursuant to this section supplement the cost for civil process operations in (BU 4110).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$577,779. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections. This amount reflects an increase of \$52,794 primarily due to an increase in civil fees collected.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9118 – Fund 253-Contingencies-Sheriff Asset Seizure****Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2016/17 ACTUALS</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	246,883	49,533	(197,350)	(79.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>246,883</b>	<b>49,533</b>	<b>(197,350)</b>	<b>(79.9%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Sheriff Asset Seizure (BU 4120). 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. Health and Safety Code section 11489 authorizes the distribution of net sale proceeds from the sale of forfeited property seized from illegal drug activity. The Sheriff's Office portion of applicable sale proceeds is deposited in this Special Revenue Fund 253 and expended in (BU 4120) to support Narcotics Enforcement Programs.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$49,533. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections. This amount reflects the unexpended net proceeds from the sale of forfeited property.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

## 9125 – Fund 326-Contingencies-Sheriff Special Revenue Fund

Thomas A. Ferrara, Sheriff/Coroner  
Public Protection

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	305,339	688,616	383,277	125.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>305,339</b>	<b>688,616</b>	<b>383,277</b>	<b>125.5%</b>

### DEPARTMENTAL PURPOSE

This budget unit represents the contingency for the Sheriff Special Revenue Fund 326. The fund was established to enable accounting for Automated Fingerprint Fees, Cal-ID Auto Fingerprint Fees, and Vehicle Theft Allocation accrued from fines levied by the Courts and Department of Motor Vehicles, each fee has its own restricted use. The Sheriff's operating appropriations can be found in (BU 4050).

#### Automated Fingerprint Fees

Under the authority of Government Code section 76102 and California Vehicle Code section 9250.19 shall be allocated to the County and expended exclusively to fund programs that enhance the capacity of local law enforcement to provide automated mobile and fixed location fingerprint identification of individuals.

#### Cal-ID Auto Fees Fingerprint

The California Identification System (Cal-ID), as described in section 11112.2 of the Penal Code and Government Code section 76102(a): shall be for the purpose of assisting the County in the establishment of adequate fingerprint facilities and adequate suspect booking identification facilities.

#### Vehicle Theft Allocation

The Vehicle Theft Allocation accrues funds from vehicle registration fees based on Vehicle Code section 9250.14 and shall be expended exclusively to fund programs that enhance the capacity of local police and prosecutors to deter, investigate, and prosecute vehicle theft crimes.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$688,616. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections.

### PENDING ISSUES AND POLICY CONSIDERATIONS

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

**9119 – Fund 263-Contingencies-CJ Facility Temp. Const. Fund****Michael J. Lango, Director of General Services  
Justice**

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	685,065	542,118	(142,947)	(20.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>685,065</b>	<b>542,118</b>	<b>(142,947)</b>	<b>(20.9%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Criminal Justice Facility Temporary Construction Fund (BU 4130) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$542,118. This amount reflects the estimated funding available based on the FY2017/18 Midyear 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	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	85,716	30,772	(54,944)	(64.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>85,716</b>	<b>30,772</b>	<b>(54,944)</b>	<b>(64.1%)</b>

**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 represents a contingency appropriation of \$30,772. This amount reflects the estimated funding available based on the FY2017/18 Midyear 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	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	126,991	127,314	323	0.3%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>126,991</b>	<b>127,314</b>	<b>323</b>	<b>0.3%</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Probation Department (BU 8035). The source of revenue is from the telephone company that facilitates collections attributable to collect calls made by youth detained at the juvenile detention facilities. Pursuant to Welfare and Institutions Code section 873, funds deposited are expected to be used for the benefit, education, and welfare of the youth detained at juvenile detention facilities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$127,314. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections. The Federal Communications Commission (FCC) is responsible for setting the rates and charges for inmate telephone services and eliminated the commission on telephone charges, no new revenue is being generated and appropriations in the Operating Budget (BU 8035) have been reduced in order to maximize the benefits provided with the remaining funds.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9115 – Fund 215-Contingencies-Recorder/Micrographic****Marc Tonnesen, Assessor/Recorder****Other Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	7,766,615	7,972,180	205,565	2.6%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>7,766,615</b>	<b>7,972,180</b>	<b>205,565</b>	<b>2.6%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Recorder/Micrographic Fund (BU 4000). The funds are segregated by purpose and can only be used specifically for the intent they were collected: Micrographics \$2,774,717, Recorder's System Modernization \$4,281,696, Social Security Number Truncation \$866,767, and Electronic Delivery System \$49,000.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$7,972,180. This amount reflects the estimated funding available for the Fund 215 restricted purposes based on the FY2017/18 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9129 – Fund 120-Contingencies-Homeacres Loan Program****Bill Emlen, Director of Resource Management****Other Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2016/17 ACTUALS</b>	<b>2017/18 ADOPTED BUDGET</b>	<b>2018/19 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	1,645,408	1,582,508	(62,900)	(3.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,645,408</b>	<b>1,582,508</b>	<b>(62,900)</b>	<b>(3.8%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Homeacres Loan Program (BU 8220) to accommodate any financing or loans authorized that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$1,582,508. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections. There are no requests for new loans pending at this time. These funds will remain available until qualified loan applicants with completed loan applications are identified and approved.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9136 – Fund 151-Contingencies-Grants/Programs Administration**

**Michele Harris, Executive Director  
Health & Public Assistance**

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	126,666	203,589	76,923	60.7%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>126,666</b>	<b>203,589</b>	<b>76,923</b>	<b>60.7%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the First 5 Grants/Programs Administration Fund (BU 1570) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENT BUDGET SUMMARY**

The Recommended Budget includes a contingency appropriation of \$203,589. This amount reflects the estimated funding available based on FY2017/18 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9165 – Fund 105-Contingencies-HOME 2010 Program**  
**Bill Emlen, Director of Resource Management**  
**Other Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	33,635	33,635	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>33,635</b>	<b>33,635</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the housing rehabilitation programs, HOME 2010 Program (BU 8217) to accommodate any loans that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$33,635. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections.

**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**

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MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	22,354	4,560	(17,794)	(79.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>22,354</b>	<b>4,560</b>	<b>(17,794)</b>	<b>(79.6%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Fish/Wildlife Propagation Program Fund (BU 2950) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$4,560. This amount reflects the estimated funding available based upon FY2017/18 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9122 – Fund 278-Contingencies-Public Works Improvements**  
**Bill Emlen, Director of Resource Management**  
**Public Ways**

MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	1,147,274	207,990	(939,284)	(81.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,147,274</b>	<b>207,990</b>	<b>(939,284)</b>	<b>(81.9%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Public Works Improvements Fund (BU 3020) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$207,990. This amount reflects the estimated funding available based on the FY2017/18 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



## 9153 – Fund 153-Contingencies-First 5 Solano & Families Commission

Michele Harris, Executive Director  
Health & Public Assistance

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MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	1,305,215	1,000,000	(305,215)	(23.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,305,215</b>	<b>1,000,000</b>	<b>(305,215)</b>	<b>(23.4%)</b>

### DEPARTMENTAL PURPOSE

This budget unit is utilized by the First 5 Solano Children & Families Commission Fund (BU 1530) to accommodate any financing needs that may arise during the fiscal year.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$1,000,000. This amount reflects the estimated funding available based upon FY2017/18 Midyear 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	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	12,821,491	12,787,181	(34,310)	(0.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>12,821,491</b>	<b>12,787,181</b>	<b>(34,310)</b>	<b>(0.3%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Fund (BU 6300) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$12,787,181 which includes the Solano Partner Libraries and St. Helena (SPLASH) contingency of \$379,357. The contingency appropriation reflects the estimated funding available based on the FY2017/18 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9316 – Fund 016-Contingencies-Parks & Recreation**

**Bill Emlen, Director of Resource Management  
Recreation Facility**

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MAJOR ACCOUNTS CLASSIFICATIONS	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	50,753	3,731	(47,022)	(92.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>50,753</b>	<b>3,731</b>	<b>(47,022)</b>	<b>(92.6%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Parks and Recreation Fund (BU 7000) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$3,731. This amount reflects the estimated funding available based upon FY2017/18 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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:**

FY2017/18 Midyear Projection:	554,299
FY2018/19 Recommended:	574,940
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	0.0

**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 is administered through the County Administrator's Office.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

None.

**WORKLOAD INDICATORS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$37,943 or 7.1% in both revenues and appropriations when compared to the FY2017/18 Adopted Budget.

The increase in revenues is the result of increases in tax revenue projected for FY2018/19. Contracted Services with the City of Vallejo Fire Department is budgeted at \$564,340 and is based on available funding, less administrative support costs. If there is any available Fund Balance at the FY2017/18 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	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>134 - EAST VJO FIRE DISTRICT</b>					
TAXES	514,116	531,370	568,413	37,043	7.0%
REVENUE FROM USE OF MONEY/PROP	2,526	1,400	2,300	900	64.3%
INTERGOVERNMENTAL REV STATE	4,224	4,227	4,227	0	0.0%
<b>TOTAL REVENUES</b>	<b>520,866</b>	<b>536,997</b>	<b>574,940</b>	<b>37,943</b>	<b>7.1%</b>
SERVICES AND SUPPLIES	533,832	534,707	572,840	38,133	7.1%
OTHER CHARGES	1,437	2,290	2,100	(190)	(8.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>535,269</b>	<b>536,997</b>	<b>574,940</b>	<b>37,943</b>	<b>7.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

The EVFPD has no employees. The District contracts out for fire protection services.

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

## Functional Area Summary

## 9746 – Fund 046-Consolidated County Service Area

Bill Emlen, Director of Resource Management  
Public Ways

### DISTRICT PURPOSE

The Consolidated County Service Area (CCSA) provides street lighting in the unincorporated areas of Solano County.

#### Budget Summary:

FY2017/18 Midyear Projection:	227,743
FY2018/19 Recommended:	152,990
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 612 existing streetlights, including 172 streetlights in Home Acres. Maintenance costs for these streetlights includes electricity, repair, and installation of new streetlights. This budget is entirely funded through property taxes.

### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

In FY2017/18, the Department worked with PG&E on the LED lighting conversion of 300 street lights. The majority of the remaining 312 street lights maintained by the County were already LED efficient lighting. This should provide long term savings in utilities.

### WORKLOAD INDICATORS

Operated and maintained 612 street lights.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$10,110 or 8.5% in revenues and a decrease of \$34,486 or 18.4% in appropriations when compared to the FY2017/18 Adopted Budget. The increase in revenues results from a \$7,882 increase in tax revenue and a \$2,228 increase in interest income. The decrease in appropriations results primarily from a \$24,159 decrease in Other Professional Services from completion of work in FY2017/18 to convert 300 street lights to LED and an increase of \$17,000 in Interfund County Services Used for time spent by public works engineering staff in FY2018/19 to verify the conversion work and maintain the existing streetlights.

#### Contracts

None requiring Board action.

#### Fixed Assets

None.

SUMMARY BY SOURCE	2016/17 ACTUALS	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>046 - COUNTY CONSOLIDATED SVC AREA</b>					
TAXES	112,267	114,134	122,016	7,882	6.9%
REVENUE FROM USE OF MONEY/PROP	4,961	4,000	6,228	2,228	55.7%
INTERGOVERNMENTAL REV STATE	916	908	908	0	0.0%
CHARGES FOR SERVICES	561	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>118,705</b>	<b>119,042</b>	<b>129,152</b>	<b>10,110</b>	<b>8.5%</b>
SERVICES AND SUPPLIES	101,747	114,759	90,600	(24,159)	(21.1%)
OTHER CHARGES	41,675	24,690	41,111	16,421	66.5%
CONTINGENCIES AND RESERVES	0	48,027	21,279	(26,748)	(55.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>143,422</b>	<b>187,476</b>	<b>152,990</b>	<b>(34,486)</b>	<b>(18.4%)</b>

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**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Department plans less lighting installations and conversions in FY2018/19, and will continue with its verification of conversion inspections and general oversight of the County's street lights, which results in a net decrease in appropriations.

**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 Workforce Development Board (WDB) of Solano County, Inc. is a private, nonprofit, 501(c)(3) organization serving as the administrator/operator of a variety of workforce development grants and programs. The WDB Board of Directors is appointed by the County Board of Supervisors and acts as the federally-mandated, business-led Board to oversee U.S. Department of Labor (DOL) Workforce Innovation and Opportunity Act (WIOA) grants and programs.

<b>Budget Summary:</b>	
FY2017/18 Midyear Projection:	6,923,441
FY2018/19 Recommended:	6,327,987
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	44

**FUNCTION AND RESPONSIBILITIES**

The WDB works to build and sustain a skilled workforce, support a vibrant economy, and create a shared prosperity for the community of Solano County. The WDB oversees federally-funded workforce services through the Workforce Innovation and Opportunity Act (WIOA) on behalf of Solano County, as well as other special projects. Staff members provide tailored job search services, job preparation, training, and placement services to job seekers, as well as work with local businesses to support both business-specific talent development efforts and industry-wide initiatives.

Job seeker services are provided through:

- The Solano Employment Connection (SEC) - the County's "America's Job Centers of California" system for One Stop Career Centers that offer free basic job search services for any job seeker, as well as recruitment events for businesses.
- WIOA-enrolled services for adult, dislocated workers and youth jobseekers – services include occupational training, job coaching, wrap-around service provisions, and job placement assistance.
- Discretionary grants serving job seekers and employers – often solicited through the California Workforce Development Board of California's Employment Development Department (EDD). Grants to the North Bay region are included.
- Contracts – includes contracts with local agencies to provide employment and training services for targeted populations.

Various additional grants and contracts to serve special population groups, employers, or industries are taken on as opportunities arise.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Challenges:

The WDB faces challenges resulting in federal and State changes, as well as changing focal points within the local and State economy and community. These challenges are met through a responsive, data-driven, collaborative effort to best serve the needs of both jobseekers and employers in order to effectively support the talent system in Solano.

- The Federal Workforce Innovation and Opportunity Act (WIOA) continues to be in transition, including new requirements for Job Center certification, changes in performance tracking, and required Memorandums of Understanding within local areas. The WDB has adjusted to fit the changing regulatory conditions within WIOA, and taken the opportunity to move in new, more positive directions for the organization and the system.
- Federal investments in the public workforce system continue to be inconsistent and difficult to predict from one year to the next. The WDB fiscal staff utilizes the flexibility to carry-over funds from one year to the next in order to balance out the peaks and valleys of federal formula funding.
- The economic recovery throughout the county has created a hollowed-out effect within our economies that can leave behind certain individuals in terms of securing and maintaining well-paying careers and holding/advancing their economic status. The WDB is taking a closer look at workplace equity and ways to address upward income mobility for workers and families.



**Birgitta E. Corsello, County Administrator**  
**Other Assistance**

- Regional workforce development initiatives are being called for with strong support from State policymakers. Solano County is a member of the North Bay Employment Connection (NBEC) collaborative with the WDBs of Napa/Lake, Sonoma, Marin, and Mendocino Counties. Increasing priority at the State level to focus on regional issues and initiatives versus local initiatives can take focus away from local needs. In addition, current regional strategies decrease Solano's unique ability to connect with the East Bay and Greater Sacramento regions.
- The public workforce system suffers from brand confusion. The WDB has the ability to function under the brand of WDB, Solano Employment Connection, and the America's Job Centers of California along with EDD, Unemployment Insurance, and other workforce partners. The WDB will need to address the multiple brand confusion of our local workforce system moving forward in order to best support our job seekers and businesses, and to reduce confusion of the system.

Accomplishments:

- The WDB supported Solano County's Help in Recruiting and Retaining Employees (HIRRE) initiative by supporting the consultant, organizing the logistics of activities, and playing a role in the conversations to address systems change within Solano's workforce system for the benefit of our community and economy. The support of the County in bringing together the system through the HIRRE initiative has created a substantial foundation from which to continue this work.
- The Solano Employment Connection (SEC), which is Solano's local America's Job Center of California (AJCC), has coordinated and led Resource Fairs to bring together the county's network of workforce and workforce-related entities. Fifty-four (54) people from 20 agencies in Solano County came together in October 2017 to share resources with a focus on financial literacy.
- The WDB has conducted numerous hiring events to connect businesses to job seekers. Particularly, the WDB hosted two Career Fairs in calendar year 2017 at the WDB campus serving 85 businesses and approximately 600 job seekers. Plans are in place to partner with Solano Community College for the Spring 2018 Career Fair. In addition, the WDB partnered with Centre Pointe to host a regional re-entry fair in June 2017.
- The WDB received programmatic monitoring from the State of California, and received no issues or findings in programmatic systems, processes, and regulation.
- The WDB significantly expanded its outreach to customers in FY2017/18, including expanding Road to Employment Sites, which help community residents connect to the SEC and WIOA services, as well as increasing the WDB digital footprint to reach a wider audience.

**WORKLOAD INDICATORS**

- The federal WIOA system has WIOA Indicators for Adult, Dislocated Worker, and Youth programs. These measures include employment 2<sup>nd</sup> Quarter after Exit, Employment 4<sup>th</sup> Quarter after Exit, Median Wages, Credential Attainment, and Measurable Skills Gains for each of the programs. For each indicator, the WDB met or exceeded the WIOA goals.
- Special grants/contracts have their own performance outcomes related to planned enrollment numbers, outcomes, and expenditures. In FY2017/18, the WDB met or exceeded all CalWORKs contract measurements for its Pathway to Employment and Success Track contracts.
- The WDB utilizes additional performance indicators include real-time measures of WIOA Indicators, and additional indicators developed by the Workforce Board. In calendar year 2017, 11,191 individuals received job seeker services through the SEC network; 422 individuals were enrolled in intensive WIOA job seeker services; over 200 businesses received services; \$164,739 was invested in Solano County businesses for recruiting and training needs; and 173 hiring recruitments for local and regional businesses were held in the SEC centers.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$525,148 or 9.0% in revenues and an increase of \$501,777 or 8.6% in appropriations when compared to the FY2017/18 Adopted Budget. There is no County General Fund support to this budget, as WDB's activities are fully grant funded.

**Primary Funding Sources**

The primary funding source for the WDB is through the Workforce Innovation and Opportunity Act (WIOA) local allocation. The funding is based on a formula that includes the unemployment rate, number of dislocated workers, and other factors. WIOA funding allocations are not released for the FY2018/19 year until late spring, as such the FY2018/19 Recommended Budget is based on an anticipated level of funding until final allocations are released from the State of California EDD.

The FY2018/19 Recommended Budget includes a \$525,148 or 9.0% net increase in revenues primarily due to the following:

- Federal Intergovernmental Revenue reflects an increase of \$708,642 or 17.8% primarily due to the carryover of estimated unexpended WIOA Adult, Youth and Dislocated Worker funds.
- Other Intergovernmental Revenue reflects a decrease of \$183,494 or 10.1%. This is the result of a reduction in the H&SS Temporary Assistance for Needy Families (TANF) Job Readiness contract. The Recommended Budget includes \$730,000 for this contract; however, this grant revenue may be subject to additional reductions.

**Primary Costs**

The FY2018/19 Recommended Budget includes a \$501,777 or 8.6% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$575,908 or 19% primarily due to increased labor and benefit costs.
- Services and Supplies reflect an increase of \$117,907 or 11.1% primarily due to increases in professional services, and education and training for job seekers; and offset by a reduction in computer replacement/refresh costs.
- Other Charges reflect a decrease of \$192,038 or 11.1% primarily due to reductions in child care, outreach and training services; and offset by an increase in work experience wages.

**Contracts**

The FY2018/19 Recommended Budget includes a total of \$304,042 or 4.8% in contracted services which includes the following significant contracts:

- \$99,380 for a disability employment program coordinator
- \$75,000 for America's Job Center of California (AJCC) One Stop operator services
- \$59,000 for information technology (IT) systems management services
- \$48,000 for janitorial services
- \$22,662 for NBEC regional organizational consulting services

**Fixed Assets**

None.

**DEPARTMENT COMMENTS**

Overall, the FY2018/19 Recommended Budget for the WDB is based on the best estimates of federal grant funding that will be awarded for the fiscal year. In addition to the projection of available new federal funding, this budget includes the projection of unspent funds remaining at June 30, 2018 that will be available for expenditure in FY2018/19, and any set aside planned to be carried into FY2019/20.

The WDB does not request General Funds from the County. The WDB submits a plan and budget to the State of California on behalf of the County. The State then allocates federal money to the WDB through the County. The WDB may also receive funding through the regional collaborative, North Bay Employment Connection, and through awarded service contracts.

Services levels are adjusted to satisfy the goals of each program, to efficiently utilize the available funding, and to ensure compliance with grant regulations.

Birgitta E. Corsello, County Administrator  
Other Assistance

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2016/17 ACTUAL	2017/18 ADOPTED BUDGET	2018/19 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	2,808	0	0	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	4,029,418	3,989,345	4,697,987	708,642	17.8%
INTERGOVERNMENTAL REV OTHER	867,850	1,813,494	1,630,000	(183,494)	(10.1%)
MISC REVENUE	4,335	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>4,904,412</b>	<b>5,802,839</b>	<b>6,327,987</b>	<b>525,148</b>	<b>9.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,948,027	3,033,231	3,609,139	575,908	19.0%
SERVICES AND SUPPLIES	731,625	1,060,222	1,178,129	117,907	11.1%
OTHER CHARGES	1,230,422	1,732,757	1,540,719	(192,038)	(11.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,910,074</b>	<b>5,826,210</b>	<b>6,327,987</b>	<b>501,777</b>	<b>8.6%</b>
<b>NET CHANGE</b>	<b>5,662</b>	<b>23,371</b>	<b>0</b>	<b>(23,371)</b>	<b>(100.0%)</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant factors contributing to revenue changes from FY2017/18 include:

- Completion of several projects in FY2017/18 including the MultiCompany Re-employment project, which ended December 31, 2017; and both the Slingshot project and the Accelerator 3.0 project, which ended March 31, 2018. The completion of these projects represents a decrease of \$750,489
- WIOA funding for Adult, Youth, Dislocated Workers, Administration, and Rapid Response, programs, has been maintained in this budget at the final award levels in FY2017/18. The initial funding allotments for the FY2018/19 year have not been received from Department of Labor–State of California.

### SUMMARY OF POSITION CHANGES

Position allocation changes are determined as the final grant allocation amounts are announced and the H&SS TANF Job Readiness contract awards are approved. For FY2018/19, position changes are anticipated to reach a total of 44.0 FTE. Continued grant seeking efforts that result in increased funding may impact the number of staff positions.

### PENDING ISSUES AND POLICY CONSIDERATIONS

There are several policy level issues to be considered and addressed, originating from both the federal and State levels.

The federal and State workforce programs emphasize addressing “institutional change” for the nation’s major educational and training programs, addressing “income mobility” for workers and families, devoting additional efforts and resources to those job seekers with multiple barriers to sustainable employment, addressing workforce needs on both a local and regional basis, engaging businesses in a meaningful manner, increasing use of apprenticeship and pre-apprenticeship programs, and increasing use of technology and accountability.

A new State Unified Workforce Plan will be released soon, which will lead to a revision of Local Workforce Plans. Strategic Plans are to be more active and driven by increasing focus on growth industry sectors, mid/high skill and mid/high wage occupations, planning and performing regionally, and stronger connections with Community Corrections and TANF programs.

**DEPARTMENTAL PURPOSE**

The 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:**

CY2019:	2,577,353
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	16

**FUNCTION AND RESPONSIBILITIES**

The SCFA operates under a contract with the County of Solano as a self-supporting enterprise fund. The contract expires on January 31, 2020 unless the contract is amended as part of SCFA's annual budget approval process, per the operating agreement. SCFA's revenues are generated by the operations of the fairgrounds which includes revenues from ground leases, Fair parking, Six Flags parking agreement, advertising, facility rental, satellite wagering and support from the State of California for the network of fairs. Solano County receives State .33 funds from license fees generated by the California horse racing industry which are passed through to the County Fair Association to offset the cost of providing staff services at the fairgrounds.

In June 2009, the County Board of Supervisors in cooperation with the City of Vallejo initiated the visioning effort known as Solano360. In 2013 a Specific Plan, EIR and tentative map were reviewed by the Board, City of Vallejo and SCFA and approved. The County, City of Vallejo, and SCFA are working together to redevelop portions of the fairgrounds property and create a "Fair of the Future." For more details on this ongoing effort, refer to Budget Unit 1820 in the Capital Projects section.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Challenges:

- Financial burdens associated with operating buildings, grounds and equipment that are, in most cases, long past their intended useful lives, continues for SCFA. The continuing uncertainty of what facilities will be available for use on the north end of the grounds has begun to affect the Association's ability to book facility rentals for 2019 and beyond. At the invitation of the Board of Supervisors, the Association's Directors have engaged in discussions via a joint sub-committee to examine the Association's Bylaws and possible changes in the Management Agreement between the County and Association. Since August 2017 the Fair Board has seen significant attrition in its ranks, with the resignation of 6 long-serving Directors, 5 of whom served one or more terms in the past as the Association's President. There are 8 sitting Directors of the 15 available seats.
- The 2017 Solano County Fair's theme of "*This Fair's for Ewe!*" was prescient with respect to the robust participation in the fair's livestock competitive exhibits and annual Jack and Bernice Newell Junior Livestock Auction. Overall fair attendance was down in comparison to 2016. Total attendance in 2017 was 33,594 as compared to 2016's of 40,566, a 17% decrease. Fairtime activities included the third annual Fair Hands Silent Auction during the Celebrate Solano BBQ, the annual gathering of civic, business and community leaders during the Solano County Fair. Proceeds support the continued enhancement of youth programming on the Fairgrounds.

Accomplishments:

- The Solano County Fairgrounds hosted 183 event days, not counting the annual 2017 Fair for five days, Ag Day and the 15 days it hosted the staging activities for a large animal Evacuation Center/FEMA Temporary Housing. The Fair staff and site still host a year-round Solano Race Place (satellite wagering facility), the Horizon Pre-School, the Vallejo Gem & Mineral Society, and provide overflow parking under an agreement with Six Flags. These events provided a range of entertainment and provided recreational opportunities for residents and visitors of Solano County.

**Stephen G. Hales, General Manager**  
**Solano County Fair**

- The Annual Youth Ag Day continues to be a successful 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 emphasis on the agricultural abundance of Solano County. This event is made possible through the volunteers who dedicate their time and cash donations.
- The fairgrounds hosted Solano County's ad hoc "Large Animal Evacuation Center" in response to the October 2017 wild fires that unexpectedly overtook Solano, Sonoma and Napa Counties. Working closely with the Solano County Sheriff's Office Animal Care Division staff, the Fair hosted over 600 animals (large and small) and hundreds of volunteers over 15 days. In addition to the animal evacuation activities, PG&E utilized the facility as a rally/staging point during their initial response to the fires and FEMA staged "Temporary Housing Units" on the facility from late October 2017 through early January 2018.

### WORKLOAD INDICATORS

- 30 of the 51 non-Fair weekends, or 59%, had one or more facilities rented. In addition to the 59 weekend days with events, there were 124-week days with events ranging from law enforcement training, music rehearsals, dog shows, RV shows to school and youth athletic practices.
- 28,724 attendees at the Solano Race Place in 2017 for an average daily attendance of 131 people.
- 112 third-grade classes and approximately 3,400 students, teachers, chaperones and volunteers from across the county participated in the 2017 Youth Ag Day.

### DEPARTMENTAL BUDGET SUMMARY

The SCFA budget is based on a calendar year. On February 6, 2018, the Board of Supervisors approved the SCFA CY2018 Budget of \$2,577,353 (including capital expenditures) that represents an overall decrease of \$314,877 or 10.5% in revenues and a decrease of \$415,020 or 13.9% in overall appropriations from the 2017 Adopted Budget for a Net Surplus before depreciation of \$100,752.

### DEPARTMENT COMMENTS

The 2018 Solano County Fair will take place Saturday, June 30 and Sunday, July 1. The theme is "*Blue Ribbon Fun!*" The theme underscores the focus on the many Competitive Exhibits activities that are the heart and soul of the annual Fair, along with traditional activities (carnival, concerts, livestock auction, vendors) in conjunction with the exhibits programs. SCFA continues its effort to expand its social media presence to engage potential fairgoers via Facebook, Twitter and YouTube.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017 ACTUALS	2018 ADOPTED BUDGET	2019 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	201,550	1,789,449	791,734	(997,715)	(55.8%)
INTERGOVERNMENTAL REV STATE	0	32,487	32,487	0	0.0%
INTERGOVERNMENTAL REV OTHER	0	29,240	0	(29,240)	(100.0%)
CHARGES FOR SERVICES	0	1,007,250	1,761,384	754,134	74.9%
MISC REVENUE	61,842	134,556	92,500	(42,056)	(31.3%)
<b>TOTAL REVENUES</b>	<b>263,392</b>	<b>2,992,982</b>	<b>2,678,105</b>	<b>(314,877)</b>	<b>(10.5%)</b>
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	0	1,388,110	1,364,916	(23,194)	(1.7%)
SERVICES AND SUPPLIES	9,188	1,585,771	1,196,466	(389,305)	(24.5%)
OTHER CHARGES	0	18,492	15,971	(2,521)	(13.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>9,188</b>	<b>2,992,373</b>	<b>2,577,353</b>	<b>(415,020)</b>	<b>(13.9%)</b>
<b>NET GAIN(LOSS)</b>	<b>254,204</b>	<b>609</b>	<b>100,752</b>	<b>100,143</b>	<b>16443.8%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

SCFA concluded calendar year 2017 with an unaudited net profit before depreciation of \$65,094. As a result, the SCFA was able to allocate funds to its designated reserves, creating balances on January 1, 2018 of \$39,203 in Capital Projects/Maintenance Reserve; \$9,833 in Parking Lot Improvement Reserves; \$42,992 in Fair Hands/Ag Day Reserves; \$8,775 in Racing Facilities Improvement Reserve; and \$12,940 in Junior Livestock Auction Reserve.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The SCFA started 2018 with an Undesignated Net Position of \$121,655. The projected net profit before depreciation for 2018 is \$100,752; however, this projected net profit falls short of the surplus needed to meet the demands of deferred maintenance, and unfunded retirement liabilities. The demands on the Reserves are a result of the timing of receipt of revenues for the lease obligations for the parking lot improvement project of \$64,000 and the electronic sign of \$34,029.

The FY2017/18 State of California budget included \$7 million to provide operational and training support to the network of fairs in California, for which the SCFA was slated to receive \$32,487 in 2017.

Ongoing operational expenses for the SCFA in upcoming years include:

- The California minimum wage increased from \$10.50 per hour to \$11.00 per hour on January 1, 2018, which resulted in a net impact on salaries and benefits of \$16,716 for 2018. The 2018 increase will primarily affect seasonal and intermittent part-time employees who work during the annual Fair, Ag Day and year-round Race Place and facility rental operations.
- Undesignated Reserves – Based on 2017 actuals, SCFA will have an Undesignated Net Position of \$121,665. This is projected to increase to \$144,604 at the end of 2018 due primarily to increased event rental revenues and the minimizing of fair event losses. This will help the SCFA's financial position with respect to meeting future reserve obligations and resources to address unanticipated expenditures.

In addition, SCFA staff and Board of Directors will continue discussions with the County staff and the Board of Supervisors on a future management agreement for operations of the County Fair in Vallejo, California.

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## Glossary of Budget Terms and Acronyms

### Glossary

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**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). ABX1 16 realigned the California Department of Social Services' (CDSS) funding for Adoption Services, Foster Care, Child Welfare Services, Child Abuse Prevention, Intervention and Treatment (CAPIT), Transitional Housing Program Plus (THP Plus), Independent Living Program (ILP), Adult Protective Services (APS), and State Family Preservation (SFP) and programs from the state to local governments and redirected specified tax revenues to fund this effort. The impact of this funding mechanism is the County is responsible for 100% of the non-federal share of costs in realigned programs.

**AB7** – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures. Also referred to as Administrative Overhead.

**AAB** – Assessment Appeals Board.

**AB** – Assembly Bill.

**AB 109 PUBLIC SAFETY REALIGNMENT (AB 109)** – Effective October 1, 2011, and a component of 2011 Realignment, 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.

**AB 403 CONTINUUM OF CARE REFORM (CCR)** - Signed by the Governor on October 11, 2015 and implemented January 1, 2017, CCR is a broad legislative attempt to reform the child welfare system. AB 403 proposes to create local, community based therapeutic foster care homes as an alternative to long term placement for children and youth in and out of group home placement.

**ABAG** – Association of Bay Area Governments.

**ABIS** – Automated Biometric Identification Systems. Enables multiple forms of identification (e.g. fingerprints, facial recognition, iris scanning).

**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.

**ADSEP** – Administrative Segregation, or Administrative Separation. AdSep inmates those who are likely to promote criminal behavior, including escape or assault, or are likely to need protection from other inmates (e.g. gang members). AdSep inmates are housed alone in a double-occupancy rated cell, thereby limiting available inmate housing.



## Glossary of Budget Terms and Acronyms

### Glossary

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**AD VALOREM TAX** – A tax based on value (i.e., a property tax).

**ADA** – Americans with Disabilities Act, federal legislation.

**ADMINISTRATIVE OVERHEAD** – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures. Also referred to as A87.

**ADOPTED BUDGET** – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve an Adopted Budget by October 2<sup>nd</sup> 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.

**ARC** - Approved Relative Caregiver (term used in Child Welfare Services).

**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.

**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** – 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 (BU)** – 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.

**CALFRESH** – a nutrition program to help households purchase healthy foods previously known as the Food Stamp Program in California. It is the Supplemental Nutrition Assistance Program (SNAP), funded through the U.S. Department of Agriculture (USDA).

**CALFRESH ADMINISTRATION MATCH WAIVER** – From FY2010/11 through FY2014/15, allowed counties to draw down a portion of their State General Fund and federal fund CalFresh Administration allocation without a match of county funds, as long as the county met its required CalWORKs/CalFresh Maintenance of Effort in the CalFresh Program. The program was phased out over a 3-year period ending FY2017/18.

**Cal-MMET** – California Multi-Jurisdictional Methamphetamine Enforcement Team.

**CALOES** – California Governor's Office of Emergency Services. The Office is responsible for the coordination of overall state agency response to disasters and for assuring the state's readiness to respond to and recover from all hazards. Also assists local governments in their emergency preparedness, response, recovery and mitigation.

**CAL-OSHA** – California - Occupational Safety and Health Administration.

**CALWIN** – CalWORKs Informational Network case management system.

## Glossary of Budget Terms and Acronyms

### Glossary

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**CALWORKS** – California Work Opportunities and Responsibility to Kids. Public assistance program that provides cash and services to eligible families that have children in the home. The program is California's name for the federal Temporary Assistance to Needy Families (TANF) program.

**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.

**CLETS** – California Law Enforcement Telecommunications System.

**CMIPS** – Case Management Information and Payrolling System.

**CMSP** – County Medical Services Program.

**COLA** – Cost-of-living adjustment.

**CSEC** – Commercially Sexually Exploited Children. Program to serve youth who are victims or at risk of commercial sexual exploitation.

**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.

**COORDINATED CARE INITIATIVE (CCI)** – A joint State-federal demonstration project implemented beginning in 2012/13 and designed to improve the coordination of healthcare and long-term services and supports, and reduce the overall costs, of providing care for seniors and persons with disabilities. (State supervised efforts in FY2017/18)

**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.

**CORE PRACTICE MODEL** – Identifies specific required components that support the standards and expectations for practice behaviors by child welfare and mental health staff.

**COPPS** – Community Oriented Policing and Problem Solving.

**COPS** – Community Oriented Policing Services.

**CORTAC PAYMENT** – County Reciprocal Tax Accounting. This program allows lenders or other entities to make bulk payment of real property taxes, through wire transfer to the County's bank, on behalf of the real property owners who are assessed property tax by the county.

**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

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activity or operation, or to complete a unit of work or a specific job.

**COUNTY EXPENSE CLAIM (CEC)** – Vehicle used by counties to obtain State and federal reimbursements for costs incurred in administering mandated social services programs.

**CPC** - Center for Positive Change. Solano County's day reporting centers were renamed the "Centers for Positive Change" for Reentry/Training under Probation Officer.

**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.

**CVP** – Central Valley Project

**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. (County)

**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 (County).

**DOJ** – Department of Justice.

**DPA** – Delta Protection Agency

**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.

**DUID** – Driving under the influence of drugs.

**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.

**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

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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.

**FAMCICLOVAR** - A medication used for the treatment of upper respiratory infection in animals.

**FEMA** – Federal Emergency Management Agency.

**FICA** – Federal Insurance Contributions Act. Federal law that requires three separate taxes be held from employee wages and matched by the employer: Social Security tax, Medicare tax, and a Medicare surtax (if applicable).

**FINAL BUDGET** – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2<sup>nd</sup> 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.

**FRC** – Family Resource Center

**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.

**FWPF** – Fish and Wildlife Propagation Fund

**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 appropriations factored by Consumer Price Index (CPI) and population changes.

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**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.

**GSA** – Groundwater Sustainability Agency

**H&SS** – Health and Social Services.

**HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)** – Passed by Congress in 1996, HIPPA provides the ability to transfer and continue health insurance coverage in the event of a loss of job or a job change; reduces health care fraud and abuse; mandates industry standards for health care information on electronic billing and other processes; and requires the protection and confidential handling of protected health information.

**HIE** – Health Information Exchange.

**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).

**IMD** – Institution for Mental Disease. A hospital, nursing facility, or other institution of more than 16 beds that is

primarily engaged in providing diagnosis, treatment, or care of persons with mental diseases, including medical attention, nursing care, and related services.

**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)

**JDF** – Juvenile Detention Facility. Administered by the County's Probation Department, the facility houses youth charged with serious crimes who otherwise cannot be safely released to the community and are likely to flee the jurisdiction of the Court.

**JJCPA** – Juvenile Justice Crime Prevention Act.

**JPA** – Joint Powers Authority.

**JUVENILE DAY REPORTING CENTER** – Centralized location, currently at Sullivan Interagency Youth Services Center, where youth who were convicted of a crime but do not reach a level requiring detention, as well as their families, may receive treatment services to discourage recidivism.

**KATIE A. SETTLEMENT** – Settlement agreement approved by the Federal District Court on December 2, 2011 outlining the provision of intensive mental health services to the Katie A. subclass broadly defined as youth and their families who have significant needs and by receiving intensive care coordination and intensive home-based services in their own home, family setting or the most homelike setting, will be most likely to improve their safety, permanence and well-being.

**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.

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**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.

**MFG** – Maximum Family Grant. For purposes of defining CalWORKs aid payments the number of need persons in a family is not to include any child born into a family that has received cash aid continuously for 10 months immediately prior to the child's birth.

**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)

**MIOCR** – Mentally Ill Offender and Crime Reduction Act. Passed in 2004, this provides federal funds that enable the County to respond to the issues of services, treatment, and recidivism reduction for the justice-involved mentally ill.

**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 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.

**NHA** – National Heritage Area

**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.

**OTS** – Office and Traffic Safety (OTS)

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**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.

**POST** – Police Officer Standards and Training.

**PPS** - Prospective Payment System (PPS)

**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.

**PREA** – Federal Prison Rape Elimination Act. Passed in 2003, drives all California Department of Corrections and Rehabilitation efforts to combat sexual abuse and sexual misconduct within detention facilities.

**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 (PROP 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 (PROP 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”.

**PROPOSITION 10 (PROP 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 (PROP 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 (PROP 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 (PROP 30)** – The Schools and Local Public Safety Act of 2012, added Article XIII Section 36 to the California Constitution. 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 (PROP 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 (PROP 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 (PROP 42)** – Passed by the voters in March 2002, requires the State sales tax on gasoline (18

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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 47 (PROP 47)** – Passed by the voters in November 2014, reduces penalties for current offenders convicted of nonserious and nonviolent property and drug crimes.

**PROPOSITION 56 (PROP 56)** – Passed by the voters on November 8, 2016, increased cigarette tax by \$2.00 per pack effective April 1, 2017 with equivalent increases on other tobacco products and electronic cigarettes containing nicotine.

**PROPOSITION 63 (PROP 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 64 (PROP 64)** – Passed by the voters on November 8, 2016, the measure legalized marijuana for adults 21 and older.

**PROPOSITION 99 (PROP 99)** – Added Article XIIIB Section 12 to the California Constitution. 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 (PROP 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 (PROP 218)** – Passed by the voters in November 1996, this measure constrained local governments' ability to impose fees, assessments and taxes through the imposition of 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.

**RECIDIVISM** – Relapse into criminal behavior.

**RECOMMENDED BUDGET** – The working document for the fiscal year under discussion.

**RE-ENTRY** – the act of getting parolees back into the society.

**RFMP** – Regional Flood Management Plan

**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 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.

**SART** – Sexual Assault Response Team. An organized group of professionals who help victims of sexual assault to navigate the complexities of medical, emotional, and legal issues along with the associated procedures.

**SB** – Senate Bill.

**SB1022/ROURK VOCATIONAL TRAINING CENTER** – Passed on June 27, 2012, this provided up to \$500 million in lease revenue bond financing for the Adult Local Criminal



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Justice Facilities Construction Program to acquire, design, and construct adult local criminal justice facilities. On February 6, 2018, the County named its new SB1022-funded facility the Rourk Vocational Training Center.

**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.

**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.

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**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)

**SGMA** - Sustainable Groundwater Management Act

**SLESF** – Supplemental Law Enforcement Services Fund. Funded by the State's Citizen's Option for Public Safety program.

**SMSF** – Suisun Marsh Specific Fund

**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.

**SUBOBJECT** – 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.

**SWP** – State Water Project

**SWRCB** - State Water Resources Control Board

**TAFB** – Travis Air Force Base.

**TANF** – Temporary Assistance for Needy Families. TANF was created 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. In California, the program is known as CalWORKs.

**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 21<sup>st</sup> 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.

**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

## Glossary of Budget Terms and Acronyms

### Glossary

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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.

**VICTIM COMPENSATION BOARD** - The California Victim Compensation Board (CalVCB) is a state program dedicated to providing reimbursement for many crime-related expenses to eligible victims who suffer physical injury or the threat of physical injury as a direct result of a violent crime. CalVCB funding comes from restitution paid by criminal offenders through fines, orders, penalty assessments and federal funds.

**VITAL RECORD FEE** – The County-established cost to file and/or receive a copy of a certificate of birth, death, or marriage that took place in the County.

**VLF** – Vehicle License Fees.

**WIA** – Workforce Investment Act.

**WIB** – Workforce Investment Board.

**WPR** - Work Participation Rate

**YOBG** – Youthful Offender Block Grant. Provided by the Board of State and Community Corrections, the funding is for counties to deliver custody and care (i.e., appropriate rehabilitative and supervisory services) to youthful offenders who previously would have been committed to the California Department of Corrections & Rehabilitation.

**YSAQMD** – Yolo-Solano Air Quality Management District.