



SOLANO COUNTY

FY2020/21 Recommended Budget



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

- **EARLY FEBRUARY - The new First 5 Center opens in Vallejo:**

On February 13, 2020, more than 450 visitors packed the new First 5 Center as part of the grand opening celebration. Located at 3375 Sonoma Blvd. in Vallejo, the First 5 Center serves as a welcoming hub, designed to spark children's creativity and love for learning by encouraging them to play, learn and grow. Parents and caregivers find a safe and welcoming place where they can receive information and be connected to resources in the community, including basic support services, housing employment, food, health, dental and child support services – all provided at no cost. [PHOTO of the new First 5 Center story-time, courtesy of Solano County]

- **LATE FEBRUARY - County Public Health confirms case of COVID-19 through community-transmission:**

On February 27, 2020, Solano County Public Health officials receive confirmation from the Centers for Disease Control and Prevention (CDC) that a Solano County resident has tested positive for Coronavirus acquired through community-transmission - the first recorded case in the nation - and declare an emergency proclamation. Solano County Public Health Officer, Dr. Bela Matyas, M.D., M.P.H., leads a press conference with representatives from the CDC and NorthBay Vacaville hospital to discuss the situation, including what is known about the virus and how to prevent its spread in the community. More than 35 news agencies covered the event, making local, state and national news cycles. [PHOTO of Dr. Bela Matyas, courtesy of the Daily Republic newspaper]

- **LATE MARCH - All County parks and Solano Land Trust properties close due to COVID-19:**

On March 27, 2020, the Solano County Department of Resource Management, Parks and Recreation division, in coordination with the Solano Land Trust, closed all County and Land Trust operated properties, including Belden's Landing, Sandy Beach Park, Lake Solano Park, Rush Ranch Open Space, Jepson Prairie Open Space and Lynch Canyon Open Space Park. The parks and open space closures came just a few days after a number of County public-facing offices and lobbies closed to the public in response to the COVID-19 pandemic, and to reduce the potential spread of the virus. [PHOTO of Lynch Canyon Open Space, courtesy of Solano County]

- **EARLY APRIL - Public Health offers drive-through COVID-19 testing for essential workers:**

On April 8, 2020, Solano County Public Health epidemiology staff and Touro University nurses hosted a drive-through COVID-19 testing site at the Solano County Fairgrounds in Vallejo. Medical staff tested 30 individuals, including first-responders, medical personnel and essential workers who live or work in Solano County, and show symptoms of the virus. Public Health has since hosted several additional drive-through testing events, expanding testing for Solano County residents with symptoms, and for those at higher risk of developing severe COVID-19 disease, including individuals 65 and older and with chronic disease. [PHOTO of drive through testing site at the Solano County Fairgrounds in Vallejo, courtesy of the Daily Republic newspaper]

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TRANSMITTAL MEMORANDUM

DATE: May 29, 2020
TO: Board of Supervisors
FROM: Birgitta E. Corsello, County Administrator
SUBJECT: **Solano County FY2020/21 Preliminary Recommended Budget**

Enclosed is your copy of the Solano County FY2020/21 Preliminary Recommended Budget. Each Board member is provided one binder hard copy of this document. The Budget document will be available on the County website for the public starting May 29th and will be on file June 1st with each of the County Library facilities as well as Benicia and Dixon. Access to these public copies will be available upon re-opening of the Libraries. You may receive inquiries from the public on the document.

As shared with the Board on May 5, 2020 this Preliminary Recommended Budget reflects reductions of \$9.6 million in local County revenues as a result of the COVID-19 pandemic emergency. The reductions are in the following sources: interest earnings, local sales tax, supplemental taxes, property transfer tax, disposal fees and Proposition 172 sales tax. Attached you will find a memo regarding the Governors May Revision which proposes additional losses in 1991 and 2011 Realignment revenues of \$15.6 million in FY2019/20 and the potential of a \$14.7 million reduction in the FY2020/21 allocation. These proposed Realignment revenue losses are not reflected in the Preliminary Recommended Budget and will need to be addressed in the Supplemental Budget process.

I encourage you to schedule meetings with each of the department heads and the fiscal teams to review their preliminary budgets, recognizing that there may be additional cuts which we have not yet seen. CAO staff will be contacting you to schedule a meeting to review the contents of this document and to answer any questions you may have.

As communicated during the May 5, 2020 Board of Supervisors meeting, in response to the COVID-19 pandemic emergency, Preliminary Recommended Budget Hearings are scheduled for Tuesday, June 25, 2020 at 9:00 am. At the conclusion of these hearings the Board will be asked to authorize spending and take other actions as outlined in the FY2020/21 Preliminary Recommended Budget, to allow County Departments to begin operations in FY2020/21 effective July 1, 2020. We will provide you with any additional administrative information in advance of the Budget Hearings, you should expect a copy by June 15th.

Following Preliminary Recommended Budget Hearings in June, we will be determining any necessary supplemental adjustments based on updated State and federal Budget information and/or may reflect program and service level changes that may be needed based on the availability of information subsequent to the preparation of the Preliminary Recommended Budget as well as additional administrative information. The supplemental adjustments will be compiled in a Supplemental Budget document and issued on or before September 8, 2020. The Board of Supervisors will then reconvene on Tuesday, September 22, 2020 (tentative date) to conduct Recommended Budget Hearings to address supplemental recommendations. At the conclusion of these hearings the Board will be asked to adopt the FY2020/21 Solano County Budget.

Please feel free to contact any CAO staff should you have any immediate questions.

Attachment: Memo - Urgent Concerns Regarding Realignment

ERIN HANNIGAN

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BOARD OF SUPERVISORS



**SOLANO
COUNTY**

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May 28, 2020

The Honorable Bill Dodd
California State Senate District 3
State Capitol, Room 4032
Sacramento, CA 95814-4900

The Honorable Jim Frazier
California State Assembly District 11
Capitol Office, Room 3091
Sacramento, CA 94249-0011

The Honorable Cecelia Aguiar Curry
California State Assembly District 4
Capitol Office, Room 5144
Sacramento, CA 94249-0004

The Honorable Tim Grayson
California State Assembly District 14
Capitol Office, Room 4164
Sacramento, CA 94249-0014

RE: URGENT Concerns Regarding Realignment

Dear Senator Dodd and Assemblymembers Frazier, Aguiar Curry and Grayson,

All levels of government in California are facing severe revenue declines because of the economic impacts of the pandemic. The County of Solano is working very hard to prepare for the impending reductions in the FYI 2020-21 Budget and to ensure critical safety net programs are as protected as possible to preserve fundamental services to our shared constituents. Counties provide core services on behalf of the State that span human services, public health, behavioral health, and public safety. These services are the foundation of our communities and a shared fiscal responsibility with the State.

As the State and County emerged from the last fiscal downturn, and the County-State relationship was realigned a second time in 2011, following the 1991 realignment, the fiscal relationship became even more reliant on a continuously recovering economy with solid sales tax revenues to fund those services realigned to counties. Clearly, with the severe retraction in economic activity, sales tax has crashed in a way that was simply unimaginable and impossible to predict. The revenues to deliver these realigned services through 1991 and 2011 Realignment are projected to **decline by \$3.3 billion combined in 2019-20 and 2020-21.**

Anticipated impacts to Solano County are outlined in the following tables:

1991 Realignment - Sales Tax (dollars in millions)					
	2019-20 Base	2019-20 at May Revision	2019-20 Cut	2020-21 at May Revision	2020-21 Cut
Health/Family Support	4,844,225	4,180,566	(663,659)	4,180,566	(663,659)
Social Services	19,401,651	16,743,625	(2,658,026)	16,743,625	(2,658,026)
Mental Health*	338,768	-	(338,768)	-	(338,768)
Total	24,584,644	20,924,191	(3,660,453)	20,924,191	(3,660,453)

* Impact of CalWORKS MOE loss is reflected in the Mental Health estimate.

1991 Realignment - Vehicle License Fees (dollars in millions)					
	2019-20 Base	2019-20 at May Revision	2019-20 Cut	2020-21 at May Revision	2020-21 Cut
Health/Family Support	12,721,278	11,014,834	(1,706,444)	11,014,834	(1,706,444)
Social Services	3,303,176	2,860,085	(443,091)	2,860,085	(443,091)
Mental Health*	932,944	325,615	(607,329)	325,615	(607,329)
Total	16,957,398	14,200,534	(2,756,864)	14,200,534	(2,756,864)

* Impact of CalWORKS MOE loss is reflected in the Mental Health estimate.

2011 Realignment (dollars in millions)					
	2019-20 Base	2019-20 at May Revision	2019-20 Cut	2020-21 at May Revision	2020-21 Cut
Law Enforcement Services**	22,466,890	18,264,876	(4,202,015)	18,564,509	(3,902,381)
Mental Health	11,515,767	11,515,767	0	11,515,767	0
Protective Services	15,556,992	13,098,004	(2,458,988)	13,285,606	(2,271,386)
Behavioral Health	15,834,947	13,332,024	(2,502,923)	13,703,464	(2,131,483)
Total	65,374,596	56,210,671	(9,163,926)	57,069,346	(8,305,250)

** Excludes funding in Enhancing Law Enforcement Activities Subaccount which did not decline in the May Revise.
Note Figures combine Sales Tax and VLF

	2019-20 Base	2019-20 at May Revision	2019-20 Cut	2020-21 at May Revision	2020-21 Cut
Total Estimated 1991 & 2011 Realignment Funding	106,916,638	91,335,396	(15,581,243)	92,194,071	(14,722,567)

Total Combined Estimated Loss of 1991 and 2011 Realignment in FY2019/20 and FY2020/21	(30,303,810)
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The Solano County Board of Supervisors implores you to advocate strenuously through the remainder of the budget process with the Chairs of the Budget Committees and to the Governor and Department of Finance that a final budget includes appropriate levels of funding for realignment. Funding will ensure that the programs the Board delivers on behalf of the State are sufficient to move the County into a recovery from this economic crisis and public health crisis.

Without a robust public health function, we cannot begin to move forward. Without a strong safety net for those most deeply impacted, there cannot be a recovery. State realignment funding is essential to all of us to move California into recovery.

Honorable members Dodd, Frazier, Aguiar Curry and Grayson
May 28, 2020
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Thank you for your attention to this pressing matter.

Sincerely,



Erin Hannigan, Chairwoman
Solano County Board of Supervisors

CC:

Keely Bosler, Director of the Department of Finance
Solano County Board of Supervisors
Solano County Department Heads
Karen Lange, SYASL Partners, Inc.

From the County Administrator

May 26, 2020

Members of the Board of Supervisors:

Please accept this Letter of Transmittal for the FY2020/21 Preliminary Budget with recommendations for your consideration on June 25, 2020. The preliminary budget sets forth an expenditure requirement of \$1,155,160,630. The preliminary budget is balanced, although not structurally, and reflects adjusted local revenue estimates, utilizes fund balances, and proposes using draws from reserves, and includes assumptions about State and federal revenues which are uncertain at best at this time.



Much has changed since February 2020, when the County Departments prepared their FY2020/21 Requested Budget submittals and justifications. They were based on the initial assumption that the County, the State, and the national economies would continue to be strong and revenues would grow. Concurrently, in February, in the wake of growing concerns over a COVID-19 medical pandemic emergency; the County declared a State of Local Emergency following the confirmation of the first case of community-acquired transmission of the coronavirus (COVID-19) in Solano County, but not before the case had impacted two hospitals, one of which was local. Subsequently, as more cases were identified around the State, the Governor declared a State of Emergency. This was followed in March 2020, by a Federal Government Declaration of Emergency. In the weeks and months that have followed the declarations, COVID-19 became a pandemic medical emergency with State and federal actions and efforts taken to stem the spread of the disease that resulted in restrictions on travel, the closure of most businesses, all school facilities, and Shelter-at-Home orders. The results are an economic shutdown, likely worldwide and more expansive and intense than the great recession of a decade ago impacting all sectors of commerce simultaneously.

Now, roughly four months into the COVID-19 pandemic medical emergency, Solano County is beginning to emerge from the Governor's Shelter-at-Home health order and associated directives, we are utilizing the recent criteria established by the State, and the County is working with cities, local businesses, and service providers to reopen. Economists are analyzing and trying to formulate projections on the impact that the economic shutdown on local, State, federal, and worldwide economies. Efforts to quantify the losses of jobs and earnings, reduced business activities, the reductions in manufacturing and sales, reduced driving and travel, increased unemployment claims, and the need for small business assistance related to the closures. While it is unclear if the recovery of the economy will be quick or more protracted, and it is uncertain if the worst of the COVID-19 pandemic medical emergency has passed. County staff are looking at the immediate and near-term impacts of the deferral of income taxes, the loss of jobs and earnings, and the reduction in gasoline consumption and taxable sales and the related impacts on government services.

To the extent that the numbers were known in April/May, we anticipated reduced revenues, and the County's General Fund – the main budget that accounts for general purpose revenues – has already factored in reductions in the preparation of this preliminary budget and the recommendations herein. Fortunately, thanks to prudent financial planning, departments have been successful in quickly identifying salary savings from vacancies and improved revenue receipts, which has helped us to absorb and offset some of the immediate revenue shortfalls in other areas.

This preliminary 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. The Board will receive updated State and federal revenue figures and additional expenditure recommendations as part of a Supplemental Budget.



Preliminary Recommended Budget

The FY2020/21 Preliminary Budget recommendations reflects an increase in the workforce to 3,140.58 full-time employee (FTE) positions (excluding extra help positions), which is a net increase of 57.18 FTE compared to the FY2019/20 Adopted Budget. This 1.9% increase in positions, most of which were approved by the Board throughout FY2019/20, represent a key step in continuing efforts to align federal and State funding with allocated positions necessary to continue to provide existing services. The final allocation of positions for FY2020/21 will need to be reviewed against revised revenue figures once the State and federal budgets have been finalized for FY2020/21, only then can we accurately determine the impacts and what the County can afford.

In the coming months between now and the end of September, we will continue to work with our State and federal legislative advocates, focusing our collaborative and strategic efforts to address reliable revenues to support our existing State and federally mandated programs and those programs that support affordable housing options, child care, transportation, homelessness, and technological solutions that expand and provide access to our programs and services – as these challenges have not gone away. The County will need to continue to seek partnerships and sustainable solutions, including revenue streams that leverage State and federal revenues, as it is likely these challenges will remain for some time to come, and are greater than any one government agency can undertake alone.

In closing, the preparation of the Preliminary Budget recommendations in this document are the result of a concerted team effort by many individuals. Our Department Heads and their fiscal staff, along with the members of my staff have spent the past 4 months compiling data, projecting expenses and revenues, analyzing workloads and staffing needs, and reviewing programs in the wake of the COVID-19 pandemic medical emergency and navigating the emergency operational changes that we have made in response. I am proud and appreciative of everyone who participated in this 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 Preliminary Recommended Budget: Assistant County Administrator Nancy L. Huston, Budget Officer Ian Goldberg, the CAO Analyst team of Anne Putney, Chris Rogers, Magen Yambao, Tami Lukens, Daniel Del Monte, Melinda Sandy, Matthew Davis, and Jeanette Neiger. I also want to thank Human Resource's Donna Caldwell and our Auditor-Controller's Office Phyllis Taynton, Sheila Turgo, and the Auditor-Controller staff.

While our work is not yet done, 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 provide streamline services, reduce costs, 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 community. As the County moves toward FY2020/21, we will need to 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, so that 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
Chairwoman
District 1



Monica Brown
Vice-Chair
District 2



James P. Spering
District 3



John M. Vasquez
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 L. Huston	784-6107
Budget Officer.....	Ian Goldberg	784-6116
Health & Social Services	Chris Rogers	784-6481
Law & Justice	Anne Putney	784-6933
Resource Management / Information Technology	Tami Lukens.....	784-6112
General Services / General Government	Magen Yambao.....	784-1969
Public Communications / Legislation / General Government	Matthew Davis	784-6111
Budget Document Production.....	Melinda Sandy	784-6661
Housing and Special Projects.....	Daniel Del Monte	784-6113
General Revenues & Property Taxation	Phyllis Taynton.....	784-6280
Indirect Cost	Sheila Turgo.....	784-2956
Budget Training	Ray Catapang.....	784-6942
Information Technology Support.....	Suman Nair.....	784-3488






Department Head Listing

Agricultural Commissioner - Sealer of Weights & Measures.....	Ed King.....	784-1310
Assessor / Recorder	Marc Tonnesen	784-6200
Auditor - Controller	Phyllis Taynton.....	784-6280
Department of Information Technology / Registrar of Voters	Tim Flanagan.....	784-6675
County Administrator	Birgitta E. Corsello.....	784-6100
County Counsel.....	Bernadette Curry	784-6140
Child Support Services	Pamela Posehn	784-3606
District Attorney	Krishna Abrams	784-6800
General Services	Megan Greve.....	784-7900
Health & Social Services	Gerald Huber	784-8400
Interim Human Resources / Risk Management.....	Nancy L. Huston	784-6170
Library.....	Bonnie Katz	784-1500
Probation	Christopher Hansen	784-7600
Public Defender - Alternate Public Defender	Elena D'Agustino.....	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

Electorate

County of Solano
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
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County Counsel
Bernadette Curry



County Administrator
Birgitta E. Corsello

Elected Officials

Appointed Officials



Auditor - Controller
Phyllis Taynton



District Attorney
Krishna Abrams



Ag. Comm. / Sealer
Ed King



General Services
Megan Greve



Interim Human Resources
Nancy L. Huston



Assessor / Recorder
Marc Tonnesen



Sheriff / Coroner
Tom Ferrara



H&SS
Gerald Huber



Public Defender
Elena D'Agustino



Library
Bonnie Katz



Treasurer / Tax
Collector / County Clerk
Charles Lomeli



Resource Mgmt.
Bill Emlen



Veterans Services
Ted Puntillo



DoIT / ROV
Tim Flanagan



Probation
Christopher Hansen



Child Support Services
Pamela Posehn

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COUNTY ADMINISTRATOR'S BUDGET MESSAGE

DATE: May 26, 2020
TO: Board of Supervisors
FROM: Birgitta E. Corsello, County Administrator
SUBJECT: FY2020/21 Preliminary Recommended Budget

The FY2020/21 Preliminary Recommended Budget for the County of Solano primarily reflects a pre-COVID-19 pandemic medical emergency budget. The budget submittals were received prior to the COVID-19 pandemic emergency actions taken by the State and federal government. Departments were asked to consider their requirements to provide services to the community and to factor in the ability to address increased operating needs while funding increased labor cost from the recently approved labor agreements with County Bargaining Units. Consistent with recent years, departments were asked to limit growth in General Fund costs as the County was working to balance the pace of expenditure growth versus revenue. In preparing the Preliminary Recommended Budget many key revenue funding sources remain unknown, including uncertainty over the State and federal funding on many mandated programs. It is difficult to accurately predict the extent of impacts from closures and reductions in business activities, as at this time we are still operating under State restrictions; however, we do anticipate additional reductions in revenues. The Governor recently issued initial guidelines for allowing businesses to reopen, specifying a procedure that counties must follow which the Board authorized the Public Health Officer to initiate.

This Preliminary Recommended Budget reflects some reductions in local County revenues, including interest earnings, local sales tax, supplemental taxes, property transfer tax, and disposal fees. Additionally, one statewide revenue source we receive locally, Proposition 172 sales tax, has been adjusted downward in this preliminary budget. All other intergovernmental revenues, both State and federal, are reflected as if there had been no COVID-19 economic impact and will require downward adjustments as part of a supplemental budget change, once State and federal budgets are finalized.

The County Administrator's Office is recommending a modified budget approval process for FY2020/21 in response to the COVID-19 global pandemic emergency. In response, the County Administrator recommended that the Board of Supervisors conduct Preliminary Budget Hearings beginning at 9:00 a.m. on June 25, 2020. During the hearings, the Board will be requested to consider the recommendations included in the FY2020/21 Preliminary Recommended Budget as outlined herein and approve funding new positions, investments in technology, equipment and facilities, approve funding contracts for services, contributions to Non-County Agencies, draws and contributions to reserves, and the use of one-time funds received in FY2019/20. At the conclusion of the June Budget Hearings, the Board will be asked to take steps to authorize spending beginning July 1, 2020 under the FY2020/21 Preliminary Recommended Budget.

Following Preliminary Budget Hearings in June, the County Administrator will work with Departments to update the Recommended Budget based on any State and federal funding changes, and/or updated budget assumptions resulting from impacts to Solano County from external factors due to the COVID-19 pandemic medical emergency. Any necessary revisions to the Preliminary Recommended Budget will be outlined in a Supplemental Budget document which will be issued on or before September 8, 2020. The County Administrator recommends the Board of Supervisors conduct Adopted Budget Hearings in mid to late September 2020 to consider approval of the Supplemental Budget. At the conclusion of the September Budget Hearings, the Board will be asked to adopt a County Budget for FY2020/21.

The FY2020/21 Recommended Budget includes a section dedicated to the County Statistical Profile, some of which has been modified based on the impacts of the COVID-19 pandemic medical emergency. This section provides key information on Solano County's current economic outlook and captures indicators including population growth, unemployment and the economy, changes in personal income and how it affects purchasing power, health insurance and public assistance, commuter trends, housing and rental affordability, and building trends. (*See County Statistical Profile Section*). As part of the Supplemental information, staff will provide an update on some of the key statistical areas that have changed in 2020.

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) FY2020/21 General Fund Preliminary Recommended Budget; 7) General Fund Fiscal Projections; 8) Pending Issues; and 9) Summary of Recommendations.

BUDGET OVERVIEW

TOTAL FINANCING REQUIREMENTS - ALL GOVERNMENTAL FUNDS				
FY2020/21				
FUND NAME	FY2019/20 ADOPTED BUDGET	FY2020/21 RECOMMENDED	CHANGE	% CHANGE
GENERAL FUND	\$ 303,753,517	\$ 294,769,415	\$ (8,984,102)	(3.0%)
SPECIAL REVENUE FUNDS	\$ 790,519,277	\$ 821,393,992	\$ 30,874,715	3.9%
CAPITAL PROJECT FUNDS	\$ 16,420,137	\$ 22,424,445	\$ 6,004,308	36.6%
DEBT SERVICE FUNDS	\$ 19,886,693	\$ 16,572,778	\$ (3,313,915)	(16.7%)
TOTAL GOVERNMENTAL FUNDS	\$ 1,130,579,624	\$ 1,155,160,630	\$ 24,581,006	2.2%
BUDGETED POSITIONS	3,083.40	3,140.58	57.18	1.9%

The FY2020/21 Preliminary Recommended Budget for Governmental Funds is balanced and totals \$1,155,160,630 (*Schedules 1 and 2*). The preliminary budget represents an increase of \$24.6 million or 2.2% when compared to the FY2019/20 Adopted Budget and utilizes pre-COVID-19 pandemic medical emergency estimates for local, State and federal revenues, as well as the use of Fund Balances with limited draws from reserves in this preliminary budget.

The budget reflects a significant change in the Special Revenue Funds, an increase of \$30.9 million primarily due to increases in Public Safety, Health & Social Services, IHSS, Public Facilities, Road, and other funds. The Capital Project Funds have increased by \$6 million primarily due to the planned construction of a Solano Residential Mental Health Diversion Facility funded by a State Community Services Infrastructure Grant. The decrease in the General Fund of \$9 million is primarily due to estimated reductions in revenue due to COVID-19. These decreases are partially offset by increases in appropriations in General Fund departments, primarily reflecting increased labor costs and increased General Fund contributions to Public Safety when compared to the FY2019/20 Adopted Budget. The Debt Service Funds reflect a decrease of \$3.3 million when compared to FY2019/20 Adopted Budget. Overall, the FY2020/21 Recommended Budget for All Governmental Funds increased by 2.2% when compared to the FY2019/20 Adopted Budget.

The FY2020/21 Preliminary Budget uses the March 2020 Midyear Financial Report projected Fund Balances for 6/30/2020 and draws down \$14.3 million from various Departments Committed Fund Balances to meet planned for County obligations. Consistent with sound financial practices, one-time General Fund revenues are recommended to be used to offset one-time costs wherever feasible. FY2020/21 uses some draws from existing designated reserves to fund liabilities for employee related benefits for increased PERS employer rates and to fund contributions to capital renewal reserves for the maintenance of the County buildings.

The Preliminary Budget reflects a workforce of 3,140.58 FTE positions, excluding extra-help positions and made assumptions that existing vacancies would be filled. The Preliminary Budget reflects a net increase of 57.18 FTE compared to FY2019/20 Adopted Budget of which 46.68 FTE were added during FY2019/20. A net difference of 10.50 FTE total additions results from the addition of 18.00 FTE, the deletion of 6.50 vacant FTEs, and 1.0 FTE expiring limited-term are included in the FY2020/21 Preliminary

Recommended Budget. The year to date position changes and those in this budget reflect the continued efforts to align allocated positions throughout the County with evolving operational requirements.

The following 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 Budget narratives provided with this document include 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 and reflect what would be a typical County budget in a healthy robust economy, where revenues and expenses are growing. The FY2020/21 Preliminary Recommended Budget is pre-COVID-19 pandemic medical emergency. The pandemic resulted in emergency actions, ordering a Shelter-at-Home, closure of businesses, and recommended restrictions to discourage non-essential travel or personal activities worldwide. Further analysis and adjustments will be necessary.

The following pages include a financial overview of the FY2020/21 Preliminary Recommended Budget.

FINANCIAL SUMMARY

The Governmental Funds Spending Plan by Function graph portrays a total of \$1.15 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 23.7% in the FY2020/21 Preliminary Budget, which is in-line with the FY2019/20 Adopted Budget. Public Protection spending is projected to increase \$15.5 million in FY2020/21 with the largest increases being in labor costs including wages, medical and retirement, inmate costs, Countywide Administrative Overhead charges, and insurance.

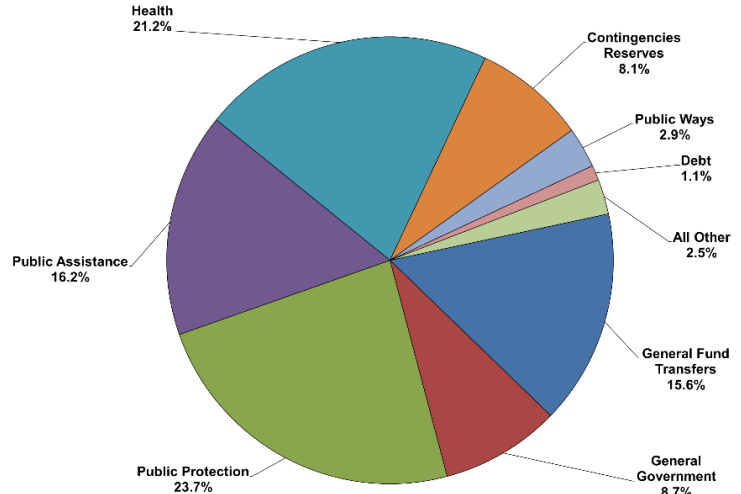
Public Assistance, at 16.2%, and Health, at 21.2%, represent the social safety net function of County government, which together represent an increase from FY2019/20. Health spending is projected to increase by \$15.5 million in FY2020/21, primarily due to increases in contracted direct services, support service, and expenditures associated with Inter-Governmental transfer (IGT) transactions.

General Fund Transfers increase from a 15% share of the FY2019/20 Adopted Budget to a 15.6% share of the FY2020/21 Preliminary Recommended Budget, reflecting the increases in Public Safety and Public Assistance. These initial numbers do not reflect COVID-19 pandemic impacts, pending State and federal actions in budgets for FY2020/21.

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 39.1% of the Preliminary Budget and generally have specific requirements on how funding can be used. Intergovernmental Revenue from State and federal agencies is pre-COVID-19 pandemic adjustments and reflects an increase of \$21 million primarily due to increases in IGT revenue and other H&SS programs. These revenues are subject to State and federal budget actions for FY2020/21. Taxes represent 17.7% of the FY2020/21 revenue projections, which is up slightly from the 17% share in FY2019/20.

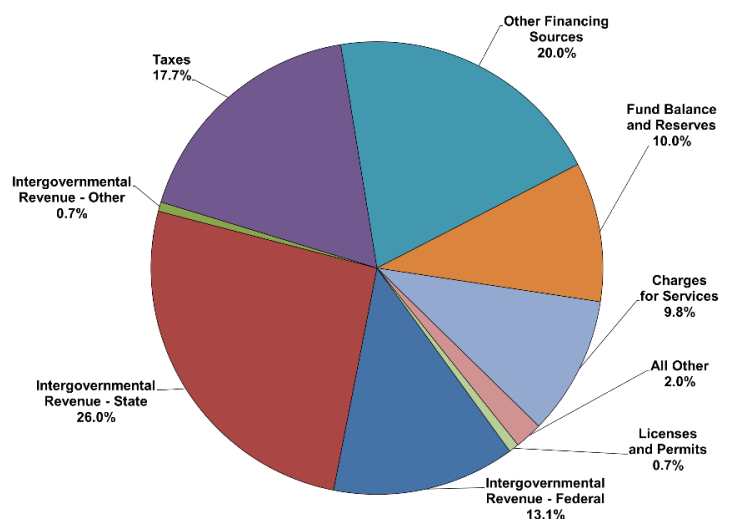
Other Financing Sources, which includes the transfer of funding between government budgets, represents 20% share of the FY2020/21 projected revenues, which is up from 19% share in FY2019/20. Fund Balance and Reserves represent a 10% share of the FY2020/21 revenues, which is a decrease from the 12% share in FY2019/20.

Spending Plan by Function for FY2020/21



GOVERNMENTAL FUNDS Total: \$1,155,160,630

Revenues by Source for FY2020/21



The General Fund Spending Plan (Fund 001) graph portrays a total of \$294.8 million. The Public Safety category represents the single largest category of expenditures at 47.1% in FY2020/21, which is an increase from a 41.6% proportional share in FY2019/20. 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 33.1% share in FY2020/21, an increase from a 32.2% share in FY2019/20. Functions listed under this category include Agricultural Commissioner, Resource Management, Registrar of Voters (ROV), and General Government.

Health & Social Services is the third largest category of General Fund use at 9.8% of the total, which is up from a 9.7% share in FY2019/20. The General Fund contribution to Health & Social Services is projected to decrease by \$0.5 million in FY2020/21. However, the contribution is subject to change pending the outcome of State and federal funding resulting from external factors due to COVID-19.

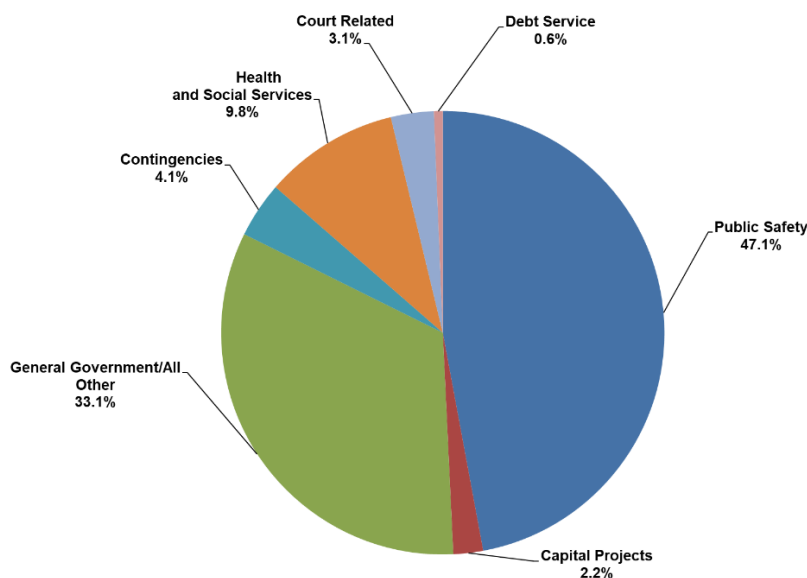
The FY2020/21 Preliminary Recommended Budget excludes the allocation of one-time funds to committed Fund Balances to address impacts of known future obligations for retirement and capital renewal costs.

The Sources of General Fund Revenue graph provides information concerning General Fund financing for County operations. General Fund receipt of revenue is projected to decrease by \$9 million from the FY2019/20 Adopted Budget, primarily due to impacts from COVID-19 pandemic medical emergency actions taken by the State and federal government.

Revenues derived from property values account for over half of General Fund revenues, with Property Taxes at 53.2% and ABX1 26 Residual and Pass-Through at 8.4%. Property taxes include secured, unsecured, supplemental, unitary, property tax in lieu of Vehicle License Fee (VLF), and property transfer tax. The FY2020/21 Recommended Budget projects a net increase of \$7.3 million in these property related revenues when compared to the FY2019/20 Adopted Budget.

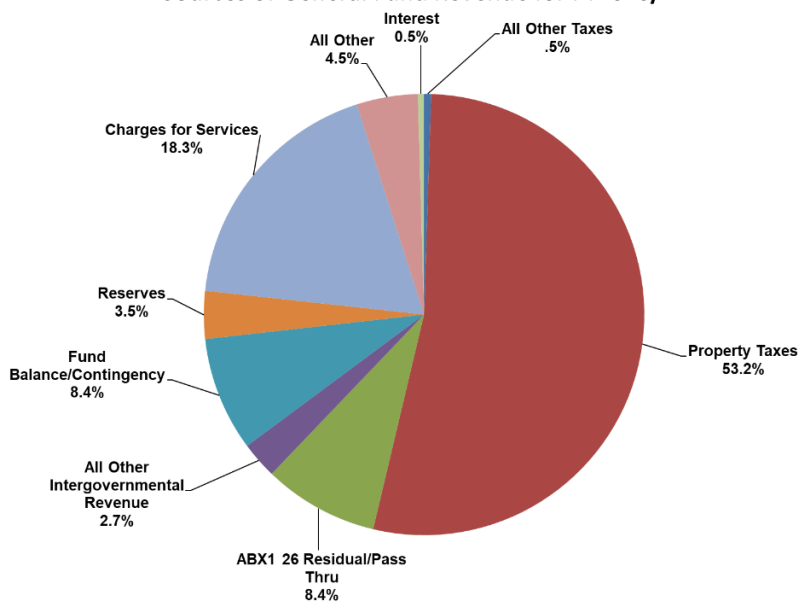
The second largest source of revenue is Charges for Services at 18.3%, which includes fees, permits, licenses, property tax administration fees, and reimbursements for County costs of service. As shown, the third largest category is Fund Balance/Contingency at 8.4%. The General Fund projected Fund Balance at the end of FY2019/20 becomes a means of financing for the FY2020/21 Recommended Budget.

General Fund Spending Plan for FY2020/21



GENERAL FUND
Total: \$294,769,415

Sources of General Fund Revenue for FY2020/21

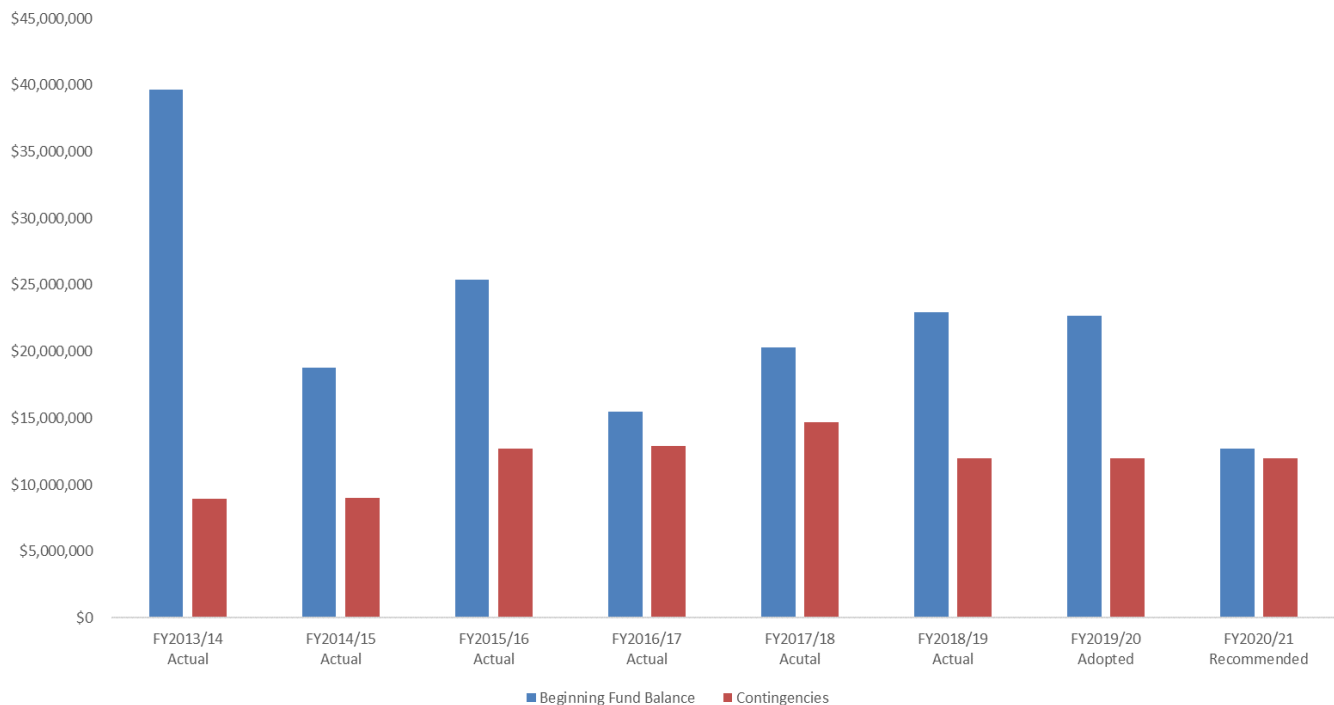


GENERAL FUND RESERVES, DESIGNATIONS & COMMITMENTS AND FUND BALANCE

The Board has a set of 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 is to have resources for the "rainy day" created by economic downturns; natural and manmade disasters; expected and unexpected costs for facility repairs as an insurance to draw from these resources; and strategically step-down programs to align ongoing expenditures with ongoing revenues. 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 ensure sustainable sources of funds to manage known and unknown fiscal exposures.

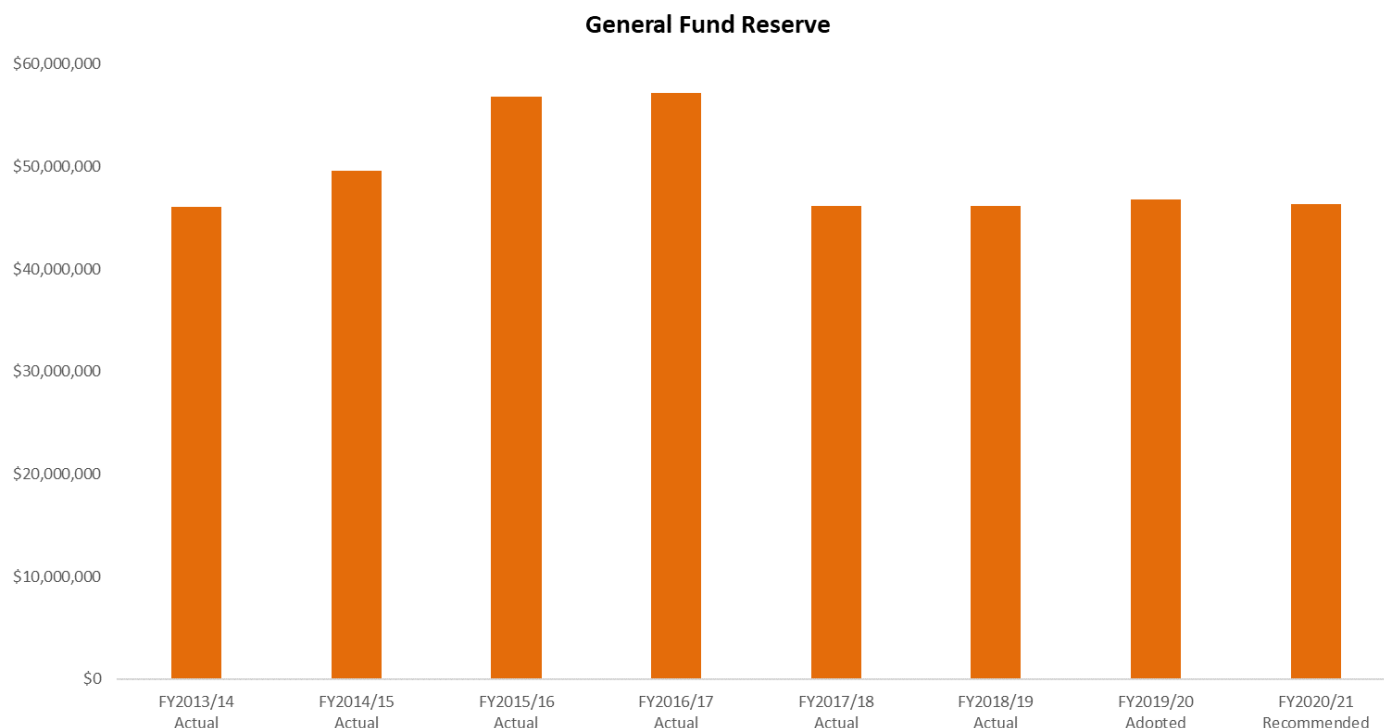
In good economic times the Board consciously set monies aside to fund and finance some of the General Fund obligations, liabilities, and responsibilities. The strong fiscal policies established and maintained by the Board and the execution of those policies by the County departments continues to strengthen the County's financial position. The establishment of the General Reserve and the funding of the various General Fund designated Reserves allowed the County to manage through the Great Economic Recession. As our Nation, State, and County enter FY2020/21 our economy faces significant uncertainty as a result of the COVID-19 global pandemic medical emergency that resulted in numerous actions impacting the economy worldwide. As we look to the future, the Board policies, reserves, and designations will be a critical source for managing in an economy with constricted resources. 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 Balances.

Fund Balance and Contingencies



The initial estimation for the Fund Balance at June 30, 2020 is projected at \$24.7 million, which includes \$12 million for Contingencies; this may change as a result of the COVID-19 pandemic medical emergency and the impacts on revenues.

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 FY2020/21 is to maintain a \$12 million contingency amount within the General Fund which is approximately 4.1% of Proposed General Fund Expenditures, in-line with FY2019/20. Based on the FY2020/21 Preliminary Recommended Budget the contingency could be 10% of the General Fund or up to \$29.5 million. 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 4/5th vote of the Board of Supervisors.



Per Board adopted policy, which is outlined in the Budget Construction and Legal Requirements section of the FY2020/21 Preliminary Recommended Budget, the General Fund - General Reserve will be maintained at a level equal to 10% of the County's total budget excluding interfund 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.

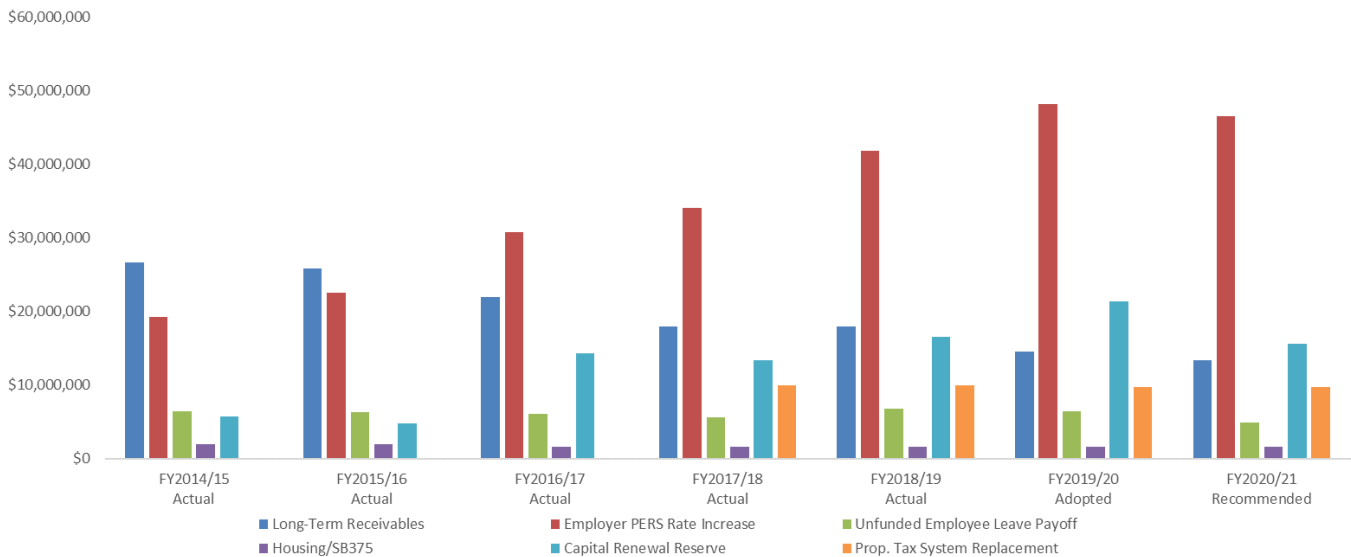
Subject to the Board of Supervisors' restrictions, the following will guide how the General Fund General Reserve should be used:

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 4/5th vote by the Board of Supervisors.

The FY2020/21 Preliminary Recommended Budget for the General Fund - General Reserve is projected at \$46.3 million after a draw from the General Reserve to finance County operations in response to the fiscal hardships resulting from COVID-19. Based on Board policy, the reserve target is 10% of the County's total budget, excluding Interfund transfers, which calculates to be \$93 million in FY2020/21. The current County General Reserve is \$46.3 million, which is 49.8% of the target goal.

Designated and Committed Funds



Employer PERS Rate Increase – Designated Reserve

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 costs 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 CalPERS is expected to continue to increase employer pension rates by as much as 50%. Given that pension rates were expected to increase in 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, 2018, (most recent actuarial report), the County's unfunded actuarial accrued liability for both the Miscellaneous Plan and Safety Plan is \$615 million (72% Funded Ratio). This figure includes the former Court employees and County Fair employees.

In FY2017/18 and FY2018/19 the Board of Supervisors authorized additional payments of \$6.6 million and \$6 million, respectively, to the CalPERS Public Safety Plan unfunded liability account funded by the Pension Obligation Fund and the CalPERS Rate Reserve. These additional payments reduce the unfunded liability and reduce future pension costs to the County.

The FY2020/21 Preliminary Recommended Budget for the Employer PERS Rate Increases includes both the value of the IRS 115 Trust at \$31.3 million and the Reserve for Employer PERS Rate Increase at \$15.2 million for a total reserve of \$46.5 million. The FY2020/21 preliminary budget does not anticipate additional contributions to the CalPERS trust. However, it should be noted that CalPERS experienced significant losses in the first quarter of 2020 due to COVID-19.

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 (CFIP), 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.

The Department of General Services provided the Board a report titled 2016 Facilities Condition Analysis, prepared by EMG of Walnut Creek (Consultant). The report recommended 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. The annual budget recommendations from the County Administrator's Office sets aside a minimum of \$2.8 million and up to \$7.64 million, if feasible.

On March 24, 2020, the General Services Department presented to the Board a status update on capital projects included in the FY2020/21 Preliminary 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 \$22 million. It is recommended that the Board utilize \$6.4 million of this balance to fund projects in FY2020/21 (see Capital Projects budget for details). The FY2020/21 Preliminary Recommended Budget for Capital Renewal Reserve is \$15.6 million after drawdowns recommended to address facility renewal needs.

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 Auditor-Controller and Human Resources work with the County Administrator's Office to assess the funds necessary to pay for any unanticipated leave payoff that departments cannot absorb with existing appropriations. Based on the County's workforce, continued utilization of the Accrued Leave Payoff funds is anticipated in FY2020/21. The FY2020/21 Preliminary Recommended Budget for the Unfunded Employee Leave Payoff reserve is \$4.9 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 FY2020/21 Preliminary Recommended Budget for Long-Term Receivables is \$13.4 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 RDAs 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 FY2020/21 Preliminary Recommended Budget, the current balance in the Housing/SB 375 reserve is \$1.6 million. The County Administrator anticipated that some of these funds may be needed in FY2020/21 to provide local matching funds to State funding proposed in the Governor's FY2020/21 Budget and would be used in partnership with cities addressing housing needs for at risk or vulnerable populations.

OVERVIEW OF THE FEDERAL AND STATE BUDGETS

Federal Budget Update

In response to the widespread outbreak of the COVID-19 pandemic beginning in February and continuing into May 2020, members of Congress and President Trump's administration have taken a series of actions aimed at addressing the ongoing public health crisis and associated economic impacts of the COVID-19 pandemic. To date, lawmakers have passed the following four major pieces of coronavirus legislation, all of which have been signed into law by President Trump.

- *Coronavirus Preparedness and Response Supplemental Appropriations Act* – PL 116-123
- *Families First Coronavirus Response Act* – PL 116-127
- *Coronavirus Aid, Relief, and Economic Security Act (CARES Act)* – PL 116-136
- *Paycheck Protection Program and Health Care Enhancement Act* – PL 116-139

The aforementioned public laws, taken together, provide roughly \$3 trillion in federal aid to states, local governments, businesses, individual taxpayers, and other entities that have been impacted by the coronavirus. The following is a breakdown of some of the major federal funding sources available to Solano County for COVID-19 response and recovery.

Public Health Funding - PL 116-123, PL 116-136, and PL 116-139 all include significant investments in public health. Federal funding for local health departments, which is being provided through CDC's Public Health Emergency Preparedness (PHEP) program, can be used for a variety of activities, including: surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness response activities.

For its part, Solano County received \$449,593 in an initial round of public health awards. The County will be receiving additional CDC dollars as future funding is made available.

Federal Match Increase for Medicaid and Foster Care - PL 116-127 provides a 6.2 percentage point boost in the federal match for Medicaid/Medi-Cal and Title IV-E foster care maintenance payments. It is estimated that the change in law will result in California receiving approximately \$4.46 billion in *additional* Medicaid funding (compared to what the State would have received during CY2020). The enhanced federal match is retroactive to January 1, 2020 and will continue until the end of the calendar year quarter in which HHS terminates the public health emergency declaration.

According to a March 23 California State Legislative Analyst's Office (LAO) report, "The overall net fiscal impact to the State of the enhanced federal funding is subject to considerable uncertainty. Based on our preliminary estimates, and assuming there are no changes to current caseload and costs per case as a result of COVID-19, the enhanced federal funding could potentially reach between \$300 million and \$400 million per month (while the enhancement remains in effect)—which reflects around 3 percent to 4 percent of total monthly Medi-Cal spending of nearly \$10 billion."

The LAO is projecting that the enhanced federal funding will result in significant General Fund savings on a state fiscal-year basis. If the enhanced rate remains throughout CY2020, the estimated range of monthly enhanced federal funding would translate to the State of California receiving between \$1.5 billion to \$2.5 billion in General Fund savings for FY2019/20 and FY2020/21.

As of this writing, there is no similar estimate for the amount of additional foster care funds coming to the State.

Child Care Development Block Grant - PL 116-136 provides \$3.5 billion for child care programs. Funding may be used to ensure access to child care for healthcare sector employees, emergency responders, sanitation workers, and other workers deemed

essential and without regard to the income eligibility requirements. Funds also may be used to continue payments to child care providers to ensure they can pay staff, cover operating costs, and remain open or reopen in the future. Other eligible uses of funding include cleaning and sanitization or other activities due to the COVID-19 pandemic that are necessary for child care providers to remain open or reopen in the future. It is estimated that California will receive roughly \$340 million.

Older Americans Act - PL 116-127 and PL 116-136 included \$250 million and \$820 million, respectively, for *Older Americans Act* (OAA) programs.

The initial \$250 million can be used to provide meals to older adults, some people with disabilities, and their caregivers. The uses for the \$820 million is slightly broader and includes nutrition programs, home and community-based services, and family caregiver support. California is slated to receive roughly \$25 million of the PL-116-127 funding, with about \$17 million allocated to home-delivered meals and \$8 million to provide meals in group settings. HHS announced on March 24 that it had made PL 116-127 allocations to states, and states will subsequently make grants to local agencies.

Community Development Block Grant (CDBG) - PL 116-136 provides \$5 billion in CDBG funding to enable counties and cities to address the economic and housing impacts caused by the COVID-19 pandemic. Grantees may use CDBG funds for a wide range of activities to prevent and respond to the spread of the coronavirus. It should be noted that PL 116-136 eliminates the cap on the amount of funds a grantee can spend on public services, removes the requirement to hold in-person public hearings in order to comply with national and local social gathering requirements, and allows grantees to be reimbursed for COVID-19 response activities regardless of the date the costs were incurred.

Community Services Block Grant - PL 116-136 provides \$1 billion in funding for the Community Services Block Grant (CSBG). Funds may be used to provide services and activities addressing employment, education, better use of available income, housing, nutrition, emergency services, and/or health. States are required to passthrough 90% of their allocation to local CSBG eligible entities. Those entities include, but are not limited to, local governments and Community Action Agencies. California received about 9% of the FFY2019 funding nationally, so it is estimated that the State will receive roughly \$90 million in funding under PL 116-136. Typically, CSBG can serve individuals whose incomes are up to 125% of the federal poverty level (FPL). Under PL 116-136, agencies can serve individuals up to 200% of the FPL.

Low Income Home Energy Assistance Program (LIHEAP) - PL 116-136 provides \$900 million for LIHEAP. In California, the Home Energy Assistance Program (HEAP) provides one-time financial assistance to help balance an eligible household's utility bill. The Energy Crisis Intervention Program (ECIP) provides assistance to low-income households that are in a crisis situation, including those facing a service termination by their utility company. LIHEAP Weatherization provides free energy efficiency upgrades to low-income households to lower their monthly utility bills. COVID-19 LIHEAP funds are available through September 2021, allowing states the flexibility to assist families when they need it the most – after utility shutoff suspensions are lifted and when bills become due. In FFY2020, California received \$204 million, or 5.5% of the national total. On May 8, the State received \$49.7 million in PL 116-136 funding.

Homelessness Continuum of Care (CoC) Program/Emergency Solutions Grants - PL 116-136 includes \$4 billion to address the needs of individuals and families who are homeless or at risk of homelessness. Funding may be used for eviction prevention activities, including rapid rehousing, housing counseling, and rental deposit assistance and to support additional homeless assistance. The Act forgoes any existing funding match requirements.

Rental Assistance Protections - PL 116-136 includes \$3 billion for housing providers to assist low-income individuals and families with the ability to remain in their homes or access temporary housing assistance. Of the total, \$1.9 billion is set aside for public housing agencies (PHAs) for Section 8 voucher support; \$1 billion is designated to allow the continuation of housing assistance contracts with private landlords for Project-Based Section 8 households; \$65 million is for housing for the elderly and persons with disabilities; and \$65 million is for Housing Opportunities for Persons with AIDS.

Supplemental Nutrition Assistance Program (SNAP/CalFresh) - PL 116-127 allows states to request waivers from USDA to provide temporary, emergency SNAP benefits to households up to the maximum monthly benefit amount and suspends time limits on SNAP eligibility for unemployed or underemployed individuals. Moreover, PL 116-136 increases SNAP by \$15.5 billion to account for the anticipated spike in need for FFY2020.

Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) - PL 116-123 provides \$500 million for WIC to assist pregnant, postpartum, and breastfeeding women, infants, and children up to age five. Recipients must meet income guidelines, a state residency requirement, and be individually determined to be at "nutritional risk" by a health professional. A

participant's gross income must fall at or below 185% of the poverty level. In FFY2020, California received \$810 million of the \$5.2 billion appropriated nationally. Under PL 116-123, the State will receive roughly \$77.9 million.

The Emergency Food Assistance Program (TEFAP) - PL 116-127 provides \$400 million for TEFAP, including \$300 million for commodities and \$100 million to support food storage and distribution. PL 116-136 provides an additional \$450 million for the TEFAP program, including \$300 million for commodities and up to \$150 million for distribution costs. Through TEFAP, USDA purchases a variety of food commodities and makes those resources available to State Distributing Agencies based on the number of unemployed persons and the number of people with incomes below the poverty level in the state. In turn, states provide the food to local agencies, usually food banks, which distribute the food to local organizations, such as soup kitchens and food pantries. States also provide food to other types of local organizations, including community action agencies, which distribute the foods directly to low-income households. California typically receives 12% of total federal TEFAP funding, which means that \$80 to \$85 million will come to the State.

Coronavirus Relief Fund - PL 116-136 included a \$150 billion Coronavirus Relief Fund (CRF) designed to reimburse states, local governments, and tribes for coronavirus-related expenditures. Notably, only localities with populations over 500,000 received direct CRF aid. Localities under the threshold are eligible to receive funding through the State; as of this writing, it remains unclear if Governor Newsom will share funds with these localities.

FEMA Public Assistance Program - On March 13, President Trump declared that the COVID-19 outbreak in the United States constitutes a national emergency. The president's declaration makes federal disaster relief funding available to Solano County through FEMA's Public Assistance (PA) program. Local emergency protective measures that are *not* supported by the authorities of another federal agency are considered eligible for FEMA reimbursement, including: Emergency Operation Center costs; technical assistance for emergency management and control of immediate threats to public health and safety; emergency medical care, medical sheltering; and, certain security and law enforcement-related costs. All eligible activities will be reimbursed by FEMA at a 75% Federal cost share.

Emergency Management Performance Grants - PL 116-136 provides \$100 million for state, local, territorial, and tribal governments for FEMA's Emergency Management Performance Grant (EMPG) program. State Emergency Management Agencies are eligible to apply directly to FEMA for EMPG funds, with dollars available to sub-allocation to local governments. EMPG funds are available to support a wide variety of emergency management preparedness purposes, including equipment purchase, training, exercises, planning, etc. CalOES is the State lead in applying for FEMA EMPG grant funds.

Transit Systems - PL 116-136 provides \$25 billion to public transit operators for operating costs to maintain service and lost revenue due to the coronavirus public health emergency. Of the \$25 billion, roughly \$22.7 billion is being provided to large and small urban transit systems, with \$2.2 billion going to rural transit operators.

Pursuant to the law, funding is being provided at a 100% federal share (no local match is required). Funds are expressly available for operating expenses to prevent, prepare for, and respond to COVID-19 beginning on January 20, 2020, including the purchase of personal protective equipment and paying administrative leave of operations personnel due to a reduction in service.

Byrne-Justice Assistance Grant (JAG) Program - PL 116-136 provides \$850 million for the Byrne-JAG program for state and local law enforcement agencies to aid in preventing, preparing for, and responding to the coronavirus. California's share of the funding is roughly \$58.5 million, with Solano County slated to receive \$58,008. There is no cost-sharing or match requirement for the Byrne-JAG COVID-19 program. Allowable projects and purchases include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (gloves, masks, sanitizer, etc.), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in state, local and tribal prisons, jails, and detention centers.

FCC COVID-19 Telehealth Program - PL 116-136 provides \$200 million for the Federal Communications Commission (FCC) to initiate a new telehealth program. Pursuant to the initiative, the FCC is authorized to grant funding to healthcare providers, including local health agencies, for purposes of treating more patients at home and freeing up hospital beds for those who most need them during the public health emergency. Healthcare providers may purchase telecommunications equipment, boost broadband connectivity, and secure devices necessary for providing telehealth services.

Emergency Family and Medical Leave Expansion & Emergency Paid Sick Leave - PL 116-127 modifies the *Family and Medical Leave Act* (FMLA) to create an emergency paid leave program. Public agencies, as well as private sector employers with fewer than 500 workers, are required to provide as many as 12 weeks of job-protected leave for employees who are unable to work or

telework because they have to care for a child (under 18 years of age) whose school or day care has closed because of the coronavirus. The law also provides full-time employees who are unable to work or telework with up to two-weeks of immediate paid sick leave. Part-time employees are also eligible for paid sick leave, but the amount will be prorated based on the average number of hours that the employee works over a two-week period. The aforementioned provisions became operational on April 1 and will remain in place until December 31, 2020. Whereas private sector employers are allowed to receive a tax credit to offset the cost of complying with these mandates, public sector employers are explicitly *prohibited* from receiving the benefit.

Outlook and FFY2021 Budget - Finally, and with regard to the federal fiscal year 2021 budget, the House and Senate Appropriations Committee are beginning the process of developing the 12 regular annual spending measures. While appropriators have topline budget numbers to work with for the FFY2021 budget year, the ongoing pandemic will no doubt heavily impact spending decisions.

California State Budget Update

On January 10, 2020, the Governor released his initial FY2020/21 budget plan to the Legislature. On May 14, 2020, the Governor presented his proposed May Revision for FY2020/21 which was dramatically different because of the increasing COVID-19 pandemic medical emergency which unfolded in February and continues in May. The May Revision typically reflects minor changes to the Governor's January proposal, however, the impacts of COVID-19 have resulted in a May Revision that puts forth an entirely different set of proposals to address the economic challenges and the emergency response, including spending reductions and expanded borrowing. The May revised budget proposal outlines two tiers of budget solutions, with approximately \$14 billion of reductions only going into effect if the federal government fails to provide sufficient additional funding and includes a second tier of conditional cuts which would fall heavily on health programs, human services, schools, and State workers, who would see a 10% cut to their salaries if insufficient federal funds are forthcoming.

The State of California Legislature faces a constitutional deadline of June 15 to pass a balanced budget. Due to the delays in the due dates for the payment of Sales Tax and State and federal income taxes, an actual State final budget is expected in the Fall and additional changes could occur throughout FY2020/21. Additional information on proposals included in the May Revision are outlined below. The impacts of the May Revision remain under review, additional information regarding the Governor's May Revision will be discussed in the County's FY2020/21 Supplemental Budget in September.

2011 Public Safety Realignment - The Governor's May Revision updates revenue assumptions for 2011 Public Safety Realignment programs. Due to the impacts of the COVID-19 pandemic medical emergency and actions to close many businesses, Sales and Use Tax revenue is expected to sharply decline and reduce funding for the Local Revenue Fund 2011. For the Community Corrections Subaccount (AB 109), FY2019/20 revenue is estimated to total \$1.152 billion, which does not fulfill the statewide base of \$1.366 billion (\$214 million short of base funding) and there is also no growth estimated for FY2019/20. For FY2020/21, Community Corrections Subaccount projections total \$1.174 billion, a reduction of \$284.5 million compared to the January projections and also falling short of the \$1.366 billion base, and no growth projected for FY2020/21. The individual County base estimates are being calculated and updates will be provided to counties. Once updated revenue projections are received staff will reflect changes in the Supplemental Budget adjustments.

Other Probation Reforms and Investments - The May Revision withdraws the following probation reforms and proposals which were included in the Governor's January Budget proposal.

- \$60 million General Fund annually for three years and \$30 million General Fund in FY2023-24, to provide for additional supervision and services for misdemeanor probationers at the county level.
- A reduction in probation terms to two years for both felony and misdemeanor probationers and an opportunity for earned discharge for probationers, which leave in place current terms and a potential impact in jail population.
- \$11 million General Fund ongoing to augment the \$113.8 million General Fund base for the Community Corrections Performance Incentive Grant program (SB 678). This augmentation would have provided funding for each county to receive their highest ever payment under the last three years of the program and was intended to stabilize the grant program going forward. In lieu of the previously proposed change to the SB 678 grant program, the May Revision maintains the existing SB 678 calculation, which will provide county probation departments \$112.7 million in FY2020/21.

The May Revision does include \$12.9 million General Fund for county probation departments to supervise the temporary increase in the average daily population of offenders on Post Release Community Supervision as a result of the implementation of Proposition 57. This is a decrease of \$902,000 from the amount estimated in the Governor's January Budget.

Board of State and Community Corrections (BSCC) - The BSCC budget includes a trigger cut tied to the receipt of federal funds. Specifically, the Adult Reentry Grant (\$37 million) program originally funded in the FY2019/20 Budget, which provides competitive awards to community-based organizations to support offenders formerly incarcerated in state prisons, would be eliminated, if no additional federal funds are received.

Reduced Proposition 47 Savings - Proposition 47, passed by the voters in November 2014, requires misdemeanor rather than felony sentencing for certain property and drug crimes, and permitted inmates previously sentenced for these reclassified crimes to petition for resentencing. Each year, State savings from the implementation of Proposition 47 is required to be transferred and re-allocated in grant programs, as specified in the initiative. The May Revision estimates total savings of \$102.9 million for FY2019/20, a decrease of \$19.6 million from the Governor's January Budget estimate.

Judicial Branch - The May Revision includes several changes to the Judicial Branch budget; but most notably, the May Revision withdraws proposals included in the Governor's January Budget to support trial court operations and reduces funding to begin the design and construction of courthouse projects. It is anticipated this includes the Solano Court Houses replacement project. This action suspends \$2 billion (\$505 million General Fund) over the next five years as the courts reassess how they use their facilities in the wake of the COVID-19 pandemic. Other Judicial Branch programs reflect a 5% reduction to the following programs: Dependency Counsel; Court Interpreters; California Collaborative and Drug Court Projects; Court Appointed Special Advocate Program; Model Self-Help Program; Equal Access Fund; Family Law Information Centers; and, Civil Case Coordination.

Closure/Realignment of the Division of Juvenile Justice - Rather than the previous proposal to shift the state Division of Juvenile Justice (DJJ) to the Health and Human Services Agency, the May Revision now proposes to eliminate DJJ and realign responsibility for those youthful offenders to county probation departments. To effectuate this change, the proposal calls for state DJJ intake to cease beginning January 1, 2021 and begin closing state facilities upon the attrition of current wards. While the dollar amount is currently unclear, the proposal also specifies the State will direct a portion of the State savings to county probation departments. Lastly, the proposal includes initial funding of \$2.4 million General Fund in 2020-21 increasing to \$9.6 million ongoing to be awarded as competitive grants to county probation departments that will serve as hubs to meet the specific treatment needs of youth throughout the juvenile justice system.

Reducing Criminal Fines and Fees - The May Revision maintains the Governor's January Budget proposal to expand statewide an existing pilot program that allows indigent and low-income individuals to apply online to have their fines and fees from traffic infractions reduced in accordance with their ability to pay. The May proposal withdraws the backfill of \$54 million in lost revenue for trial court operations. Notably, the proposal does not backfill lost local revenue.

Department of State Hospitals - The May Revision includes a significant increase from the January Budget proposal. The patient population for DSH is expected to increase to 6,791 individuals by the end of FY2020/21 which includes individuals receiving jail-based competency treatment. The May Revision withdraws the January Budget proposal of \$24.6 million in FY2020/21 and \$364.2 million over six years for the implementation of the Community Care Collaborative Pilot Program (CCCP). This program would have established a pilot in three counties that focused on placing individuals with mental health needs, specifically those designated Incompetent to Stand Trial, into stable placements in the community instead of state hospitals.

Federal CARES Act 2020 Funding - The CARES Act provided direct allocations of \$9.5 billion to California and \$5.8 billion collectively to the 16 largest counties and five cities. The funds must be used before the end of the calendar year for expenses related to the COVID-19 pandemic emergency response impacts. The May Revision proposes an allocation of \$1.3 billion to counties for certain expenses (described below) and \$450 million to cities that did not receive a direct allocation from the federal government. Cities with populations over 300,000 will receive funding directly from the State, while smaller cities will be provided funding through their counties. These funds must be spent consistent with federal law. The Governor is advising cities to prioritize these dollars to supplement existing efforts by counties and Continuums of Care to address COVID-19 impacts on homeless individuals, including outreach and housing supports. Funding for counties is based on population size and is intended to address the public health, behavioral health, and other health and human service needs that have arisen as a result of COVID-19. The funds would be released upon jurisdictions' certification that the spending adheres to federal guidance and the State's stay-at-home orders, it is unclear if the county or a city must certify.

CalWORKS Employment Services and Child Care - Absent additional federal funds in FY2020/21, the May Revision proposes reductions in CalWORKS. The May Revision reflects reduced assumptions about the uses of CalWORKs Employment Services and Child Care and reduces all but the base funding for CalWORKs Subsidized Employment. The May Revision reduces funding for CalWORKs Home Visiting and eliminates funding for CalWORKs Outcomes and Accountability Review (CalOAR) but provides counties the options without funding to continue implementing this improvement.

Sales Taxes - Due to the COVID-19 pandemic medical emergency actions, taxable sales are projected to decline by 4.6% in FY2019/20 and a further 17.3% in FY2020/21. The State Administration estimates consumer spending to decline by 15.6%, which is a substantial decrease even when compared to the Great Recession, when consumer spending declined by 8.9%.

Property Taxes - The Governor's January Budget anticipated a 6.4% growth in FY2019/20 statewide property tax revenues, the May Revision includes a projection down to 5.8%, based on preliminary data, which takes in to account counties cancelling penalties and charges related to late payments. In FY2020/21, property tax revenues are expected to grow 3.5%, which accounts for an anticipated increase in delinquencies, which typically rise in a recession.

Elections - The May Revision notes that California received \$36.3 million from the federal CARES Act specifically for voting activities, including increasing the State's ability to vote by mail, and it notes that the Governor's Executive Order N-64-20 requires counties to send mail ballot to all registered voters. However, it does not propose any specific uses for the federal funds, nor does it propose to provide any funding to counties for these increased costs. The budget summary declares the intention of the Administration "to work with the Legislature and the Secretary of State to determine how requirements for in-person voting opportunities and other details of the November election will be implemented."

The impacts of the Governor's May Revision on Solano County remain under review. Adjustments the FY2020/21 Preliminary Recommended Budget will be necessary and depend on the final State approved budget. Additional information on the May Revision and the potential impacts will be provided in the coming weeks and months prior to final approval of the FY2020/21 Adopted Budget.

ECONOMIC RISKS - POTENTIAL IMPACTS ATTRIBUTED TO COVID-19 PANDEMIC

Nationally

The Congressional Budget Office (CBO) has developed preliminary projections of key economic variables through the end of calendar year 2021, based on information about the economy that was available through April 24, 2020 and including the effects of an economic boost from legislation recently enacted in response to the pandemic. The CBO has developed a preliminary assessment of federal budget deficits and debt for fiscal years 2020 and 2021. In the second quarter of 2020, the economy is expected to experience a sharp contraction resulting from the COVID-19 pandemic emergency response actions. Inflation-adjusted gross domestic product (real GDP) is expected to decline by about 12%, equivalent to a decline at an annual rate of 40% for that quarter. The unemployment rate is expected to average close to 14% during the second quarter. Interest rates on 3-month Treasury bills and 10-year Treasury notes are expected to average 0.1% and 0.6%, respectively, during that quarter. In the third quarter of 2020, economic activity is expected to increase, as concerns about the pandemic diminish and state and local governments ease stay-at-home orders, bans on public gatherings, and other measures restraining economic activity. However, challenges in the economy and the labor market are expected to persist for some time. Interest rates on federal borrowing are expected to remain quite low in relation to rates in recent decades. For fiscal year 2020, CBO's early look at the fiscal outlook shows the federal budget deficit is projected to be \$3.7 trillion and federal debt held by the public is projected to be 101% of GDP by the end of the fiscal year.

The CBO's preliminary projections, are subject to enormous uncertainty, reflect information from a number of sources, including high-frequency indicators, private-sector forecasts, and projections of the extent of social distancing derived from analysis of a range of scenarios for the future course of the pandemic. High-frequency indicators include more than 24 million new unemployment insurance claims reported since mid-March, as of the end of April. Social distancing began in early March, new information has generally suggested a worsening outlook, and private-sector forecasts have been revised repeatedly in that direction.

California

The State of California began 2020 with a strong bill of financial health - a strong economy, historic reserves, and a structurally balanced budget according to the Department of Finance. The unemployment rate (3.9%) was one-third of its Great Recession peak (12.3%). The State's "Wall of Debt" from past budgetary borrowings had been eliminated, and supplemental payments were

made to the State's retirement obligations. The Governor's FY2020/21 January budget anticipated a \$5.6 billion surplus. The budget reflected a record level of reserves: \$21 billion in FY2020/21, including \$18 billion projected in the state's Rainy-Day Fund. State revenues received through March ran \$1.35 billion above January's projections, as markets outperformed the budget forecast. This positive momentum in the State's economy took a sharp turn with the onset of the COVID-19 pandemic medical emergency and grew rapidly in March 2020. The impact of the COVID-19 pandemic has been global and the emergency response actions have been immediate, altering global, national, and state economies. Since mid-March, more than 4.2 million unemployment claims have been filed and in California 478,000 claims were filed in one week. The Department of Finance projects that the 2020 unemployment rate in California will be 18%, a much higher rate than during the Great Recession. More job losses have occurred disproportionately in the lower-wage sectors of the economy - amplifying the wage disparity that existed before the pandemic. The Governor's May Budget Revision reflects an economic forecast that COVID-19 impacts will continue to cause economic losses in 2020 with California personal income projected to fall by nearly 9%, on an annual basis, in 2020. Permits for new housing construction, a key economic indicator, are forecast to drop by more than 21% this year. As California enters mid-May 2020, many counties are working to restart the local economy, opening business, and working to prevent further spread of COVID-19. The full impact of the State's stay-at-home order and the resulting economic hardships for individuals, families, businesses, schools and the government services people are relying on are still unfolding.

Staff will be monitoring closely the State and federal economic developments and the budget decisions that this emergency requires. We will prepare additional recommendations as part of the Supplemental Budget for FY2020/21 and return as needed when more is known.

FY2020/21 GENERAL FUND PRELIMINARY RECOMMENDED BUDGET

The County's FY2020/21 Preliminary Recommended Budget for the General Fund of \$294.8 million is balanced anticipating revenues of \$259.8 million, drawdowns from committed Fund Balances of \$6.4 million for Capital Renewal Reserve, \$1.5 million for Accrued Leave Payoff, \$2 million for PERS Rate Reserve, \$0.4 million for General Reserve and use of Fund Balance (\$24.7 million).

The Preliminary Recommended Budget for General Fund reflects revenues of \$259.8 million, an increase of \$2.4 million excluding reserves when compared to the FY2019/20 Adopted Budget of \$257.4 million. The increase in revenues anticipates a net increase in Tax Revenues, including taxes driven by the increased value in assessed roll, and other tax revenue totaling \$6.2 million primarily due to improved property values as of the lien date in January 2020. Other revenues derived from taxes are anticipated to decline and include: Current Unsecured, Supplemental Secured, Penalties, and Sales and Use Tax revenue. These declines are driven by economic losses from the COVID-19 pandemic created recession. Also anticipated is a reduction in Interest Income of \$2 million due to economic downturn and reductions in Intergovernmental Revenues of \$2 million driven by one-time funding for vote tabulation equipment in Registrar of Voters and grant funding received in FY2019/20.

GENERAL FUND FISCAL PROJECTIONS

Solano County uses Fiscal Projections to provide insight into future trends for General Fund Revenues and Expenditures enabling 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 FY2019/20 Midyear projections prepared in February 2020, just before the onset of the COVID-19 pandemic medical emergency actions and are provided for comparison only. Using the FY2020/21 Preliminary Recommended Budget as the starting point for the upcoming year; however, will need to be revised once the State and federal FY2020/21 budgets have been adopted. The table reflects projected revenues and expenditures through FY2022/23 prior to COVID-19. It is not feasible to provide a meaningful longer forecast in light of the changing economic dynamics, an uncertain Federal Budget, and changes in State mandated programs.

The FY2020/21 Preliminary Recommended Budget and the projections are subject to change pending revenue and expenditure impacts due to external factors resulting from the COVID-19 pandemic emergency. Staff will be working to update projections based on the State's Budget, Governor's May Revise, and other potential changes in federal funding. Updated projections will be provided in connection with Supplemental Budget adjustments prior final approval of the FY2020/21 Adopted Budget.

Solano County
General Fund - Fiscal Projection
FY2020/21 Recommended Budget
(in million of dollars)

		Midyear Projection For 6/30/20	Recommended Budget FY2020/21	Projected Budget FY2021/22	Projected Budget FY2022/23
a	General Fund, Beginning Balance	\$ 34.68	\$ 24.69	\$ 12.00	\$ (7.67)
	TO Reserves:				
	General Reserves				
	Unfunded Employee Leave Payoff	(1.132)			
	Capital Renewal Reserve	(13.234)			
	Employer CalPERS Rate Increases	(7.991)			
	PARS 115 Trust				
b	Subtotal - TO Reserves	(22.357)	0.000	0.000	0.000
	FROM Reserves:				
	General Reserves		0.437		
	Unfunded Employee Leave Payoff	1.500	1.500	0.800	0.800
	Capital Renewal Reserve	8.628	6.385	4.000	4.000
	Employer CalPERS Rate Increases	2.000	2.000	4.000	4.000
	Encumbrances	0.936			
c	Subtotal - FROM Reserves	13.064	10.322	8.800	8.800
d	Net Increase (Decrease) in Funding Sources: (b+c)	(9.293)	10.322	8.800	8.800
e	TOTAL AVAILABLE FINANCING (a+d)	25.387	35.015	20.803	1.131
f	Operating Expenditures (excluding Contingencies/transfers to Reserves)	264.835	282.769	292.821	302.282
g	Contingencies	0.000	12.000	12.000	12.000
h	Total Operating Expenditures	264.835	294.769	304.821	314.282
i	Operating Revenues (excluding transfers from Reserves)	262.141	259.757	264.349	272.469
j	Operating Expenditures (excluding Contingencies/transfers to Reserves)	264.835	282.769	292.821	302.282
k	Net operating Revenues over (under) Expenditures [known as Operational Deficit] (i-j)	\$ (2.694)	\$ (23.012)	\$ (28.472)	\$ (29.813)

* General Fund, Beginning Balance in FY2020/21 includes estimated additional savings from County departments as projected at Midyear, however COVID-19 financial impacts may reduce the beginning fund balance for FY2020/21. FY2021/22 and FY2022/23 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 FY2021/22 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 FY2020/21 Preliminary Recommended Budget includes the use of General Fund – Committed Fund Balances of \$6.4 million from Capital Renewal, \$2 million from Employer CalPERS Rate Increase, and \$1.5 million from Unfunded Employee Leave Payoff and \$0.5 million in General Reserves.

The significant Revenue Assumptions from the General Revenues budget include:

- An estimated 3% increase in assessed values compared to the FY2019/20 corrected assessment roll, the following increases are projected: \$4.6 million in Current Secured Property Taxes, \$2.5 million Taxes in Lieu revenues, \$0.9 million in ABX1 26 Pass Through, and \$0.4 million increase in ABX1 26 Residual Revenue. Projections in FY2021/22 and FY2022/23 reflected herein were based on assessed values changes prior to COVID-19 and include 3% increases. The impact of COVID-19 on the local housing market and identification of possible housing projects in FY2020/21 are still under evaluation. Based on the corrected assessment roll for FY2019/20, 8,907 properties still remain on Prop 8 Tax Reduction status related to the negative

economic impacts from the Great Recession. The number of properties under Prop 8 Tax Reduction status will remain under evaluation by the Assessor/Recorder. If assessed values decline due to the COVID-19 pandemic medical emergency actions, projected revenues in FY2021/22 and FY2022/23 will be reduced.

- Current Unsecured Property Taxes are projected to decline by \$0.6 million in FY2020/21 when compared to the FY2019/20 Adopted Budget based on appeals which have reduced values in select cases. Additionally, there is a potential for business inventory and valuation changes due to Shelter-at-Home orders resulting in closures which may negatively impact Unsecured Tax revenue. In the subsequent years, Unsecured is anticipated to increase by only 1% per year in FY2021/22 and FY2022/23 as there are a number of appeals from large businesses that may continue to impact these revenues.

The County Budget is also financed by Proposition 172 revenues (sales tax) for Public Safety and 1991/2011 Realignment funds (State sales tax and vehicle license fees) primarily for Health and Social Services (H&SS) and Public Safety Departments, 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 Preliminary Recommended Budget for FY2020/21 reflects \$35.3 million in Proposition 172 funding, a decrease of \$5.5 million when compared to FY2019/20 Midyear projection. As Proposition 172 funds decrease for the County, the Public Safety Fund Departments will be impacted and may need increased County revenue support to ensure delivery of mandatory services. It is anticipated there will be a decrease due to the statewide decline in projected sales tax revenue related to COVID-19. County staff are monitoring the sales tax projections for Proposition 172 revenues and may provide update projections prior to final approval of the FY2020/21 Adopted Budget.
- The Preliminary Recommended Budget for FY2020/21 reflects \$67.1 million drawdown in 1991 State – Local Realignment revenues, a decrease of \$2.6 million; and \$42.9 million in 2011 Realignment funds, a decrease of \$0.2 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 there may be an increased demand for General Fund.

Expenditure Assumptions:

- Retirement costs are projected to continue to increase based on approved CalPERS actuarial assumptions for the proposed rates by CalPERS. Included is a rate of 27.191% for Miscellaneous and 35.321% for Safety in FY2020/21.
- Health insurance costs are projected to increase 5.5% per year based on past rate history for FY2020/21, with 5%-7% annual increases likely in future years.
- The County General Fund Contributions through FY2020/21 are listed below:
 - General Fund support for Public Safety is projected to increase from \$126.3 million to \$138.8 million; a \$12.5 million net increase. This increase is primarily due to Salaries and Employee Benefit increases, increases in insurance, inmate costs, and Countywide Administrative Overhead costs.
 - General Fund support for H&SS and IHSS Public Authority is projected to decrease from \$29.5 million to \$29 million; a \$0.5 million decrease. The decrease is primarily due to changes in the General Fund costs for IHSS resulting from the modifications to the IHSS Maintenance of Effort (MOE), which are partially offset by increases in the County share of costs for Social Services programs, including CalFresh, CalWORKs and Medi-Cal.
- The FY2020/21 Recommended Budget includes a Contingency appropriation of \$12 million.

General Fund Deficit Reduction Strategies for FY2020/21 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 an into 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: 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.

The Preliminary Recommended Budget document was prepared early in the March/April timeframe to facilitate a May release. To accommodate the earlier release, the departmental budgets reflect only the known and approved State and federal programs changes as of April 2020, which will take effect July 1, 2020. The Supplemental Budget will be prepared once there is a State Budget and issued September 8, 2020 prior to adopted budget hearings in late September 2020.

COVID-19: This Preliminary Recommended Budget does not reflect all anticipated impacts of COVID-19 pandemic medical emergency and the Shelter-at-Home Order. The reduction in economic activity due to the Stay-at-Home Order, unemployment, and temporary closures of businesses have, and will, result in a decline in sales tax, vehicle license fees, and personal income tax. The deferment of payment of sales tax and the extension of tax filing and payment deadlines create a challenge for projecting revenues and cashflow for the State and the County. The County Administrator will work with Departments to update the Preliminary Recommended Budget based on any State and federal funding changes, and/or updated budget assumptions resulting from impacts to Solano County from external factors due to COVID-19. Any necessary revisions to the Preliminary Recommended Budget will be outlined in a Supplemental Budget document which will be issued on or before September 8, 2020.

Supplemental Nutrition Assistance Program (SNAP): Regulations require that able-bodied adults without dependents (ABAWD) must meet work requirements or be limited to three months of CalFresh in a 36-month period, California has long had an exemption for this requirement for most counties, including Solano County. Effective December 5, 2019, California was to lose this exemption per the December 5, 2019 USDA Final Rule on time limits for ABAWDs. On March 13, 2020, a federal judge issued a preliminary injunction which temporarily blocked implementation of this change in the Final Rule. On March 18, 2020, the President signed the Families First Coronavirus Response Act (H.R. 6201) which temporarily suspends these Final Rule time limit changes through the end of the month subsequent to the month in which the national COVID-19 emergency declaration is lifted. As of this writing, 4,898 Solano County CalFresh recipients are ABAWDs (12% of CalFresh recipients) and may, for the first time, be subject to a work requirement. However, there are many individual exemptions to the work requirement and they include: over age 49, pregnant, attending school half-time, physically or mentally unable to work, receiving or having applied for unemployment insurance, and participating in a drug or alcohol treatment program. Counties that have previously lost the blanket ABAWD exemption report that they have been able to document an individual exemption for most ABAWD individuals. As of this writing, E&ES is contacting and screening all ABAWD CalFresh recipients. It is not yet known how many current or future ABAWD CalFresh recipients will be required to meet a work requirement.

Affordable Care Act (ACA): The Affordable Care Act (ACA) under the current federal administration has so far withstood several repeal attempts. 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 PH 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 Welfare and Institutions Code §17000. As the ACA has reached the ten-year anniversary, any successful attempt to repeal the ACA will have drastic impacts across the healthcare spectrum. Specifically, for the County health centers, 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.

Mental Health Service Act: Several bills have been presented in the State Legislature that seek to increase the flexibility of how counties can use Mental Health Service Act (MHSA) funds, as well as some bills that seek to divert MHSA funds to housing initiatives. This will be important to monitor as potential diversion of MHSA funds could put ongoing programs in jeopardy.

CalWORKs and Child Care: Effective October 1, 2019, all approved and ongoing CalWORKs participants are authorized for Stage 1 Child Care. Families are granted full-time child care regardless of engagement in Welfare to Work approved activities. Prior to this change, only parents engaged in work activities would receive child care for the hours they attended allowable work activities (employment, education programs, or community service). This child care expansion reflects Governor Newsom's commitment to comprehensive early childhood interventions as a key strategy to interrupt inter-generational poverty. Child care costs associated with this authorization will rise, which translates into more funds to support the County's collaboration with Solano County Family and Children's Services. With this change, the State will separate Stage 1 Child Care from the county single allocation block grant and transfer it to a new State early-childhood development department. It is not yet clear how this change will affect the Division's administrative functions.

In-Home Supportive Services: Public Authority and SEIU 2015 labor contract expires on June 30, 2020. As such, the outcome of the negotiations may require an adjustment to the MOE. Any negotiated changes in wages or benefits may result in increased costs and adjustments to the FY2020/21 Budget may be required. Currently, the non-federal share of cost for negotiated wage and benefit increases in In-Home Support Services is 65% State and 35% County. In the FY2019/20 State budget, the State revised this formula to flip to 65% County and 35% State for negotiated provider increases once minimum wage equals \$15/hour which is currently scheduled for January 1, 2022. The change in sharing ratios may have an impact on the In-Home Support Services' FY2021/22 Budget.

2011 Public Safety Realignment/AB 109 Funding: The Preliminary Recommended Budget reflects the County's share of the estimated total AB 109 base and growth funding allocations statewide. The budget recommendation 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 from the implementation of 2011 Public Safety Realignment. While one-time carry forward funds will provide necessary funding for FY2020/21, the continued use of unspent carryforward to balance the budget in future years is unsustainable. In an effort to align appropriations for programs and services with ongoing revenues, affected County departments continue to identify budget reductions and monitor annual revenue allocations. Further adjustments may have to be made to this budget in FY2020/21 based on actual FY2019/20 year-end figures in light of the economic impact of COVID-19 and any related loss of statewide sales tax and vehicle licensing fees revenue reflected in the State's FY2020/21 Adopted Budget.

Proposition 172 Public Safety Funding: Proposition 172 is a key revenue source for our County Public Safety Departments and is based on ½ cent statewide sales tax funding for Public Safety Services. Prop 172 was projected at \$35.2 million in the Preliminary Budget recommendations. The swift reaction by consumers and businesses to the outbreak of COVID-19 in the U.S. has caused a huge decrease in spending on certain goods and services. The national and state response, combined with the uncertainty of how long the presence of the virus will disrupt the U.S. economy, has made revenue forecasting particularly challenging. Staff is working with HDL, the County Sales Tax consultant, to monitor the statewide trend in Prop 172 funding and anticipate bringing additional information to the Board during budget hearings, if appropriate.

California Money Bail Reform Act of 2017 (SB 10): SB 10 would eliminate money bail and instead rely on a pretrial assessment tool to determine if a felony defendant must be detained as a safety or flight risk or released back into the community pending trial. Persons charged with a misdemeanor would be booked and released within 12 hours without a pretrial assessment. The bill would require the courts to establish these pretrial assessment services and would authorize the services to be performed by court employees or through a contract with a local public agency, with the most likely provider being the County Probation Department. While the legislature is anticipated to provide funding for this mandate, it is undetermined if the funding would be sufficient to cover actual costs or if there would be an impact to the County's other funding sources. Also, there is discussion on how to ensure neutrality in these assessments so they are not racially subjective or have a disparate impact. SB 10 passed the legislature and was signed into law in 2018, but an opposition referendum brought by the bail bonds agencies has made the issue eligible for the 2020 ballot to determine whether the law will be upheld by the voters. If upheld, it could impact County departments in several ways:

- *Sheriff's Office* – The Solano County jails are already at an all-time low and it is possible that SB 10 could reduce the average daily inmate population even more. Many offenders typically remain incarcerated until their case is adjudicated because they cannot afford bail; under SB 10, this would no longer apply. In addition, those accused of a misdemeanor would be released. However, it is possible that the jail population could increase as those who would have been released pending trial under the bail system may now be detained because of a pretrial assessment of risk.
- *District Attorney's Office* - Prosecuting attorneys may file a motion seeking detention of the defendant which would require a hearing except in the unlikely event that the defendant waives their right to a hearing. Depending on the nature of future crimes, the number of motions and hearings for pretrial detention could increase.
- *Public Defender* – Depending on the number of motions filed by the District Attorney as well as resulting hearings, the Public Defender's workload may increase proportionately.
- *Probation* - As the likely local public agency to conduct pretrial assessment, SB 10 would likely increase the number of adults who are referred and served in the Pretrial Services program.

While the future of SB 10 is pending, a legal challenge is on appeal with the Supreme Court of California (Humphrey on H.C., S247278) and may have a significant impact on the bail system, SB 10 notwithstanding. The case, based on a decision from the First District Court of Appeal in San Francisco, will require the Court to consider specific questions related to pretrial detention: 1) whether the appellate court was mistaken in its determination that a defendant's ability to pay bail should be taken into consideration for due process and equal protection; 2) whether a judge can consider public and victim safety in setting the amount of bail, and if so, must it do so; 3) whether the State Constitution allows bail to be denied altogether in a non-capital case; and 4) whether SB 10 would have any effect on the resolution of the issues presented by this case. Should the Supreme Court uphold the First District's decision, the demand for pretrial supervision will increase even if SB 10 is not upheld and it is therefore also unclear how jail populations could be impacted. The case is still in pending status with the Supreme Court.

Recently, due to COVID-19 pandemic medical emergency and concerns for safety in the jails, the Judicial Council of California set bail at \$0 for all but the most violent crimes. This practice and its outcomes could influence the vote on SB10 and the Supreme Court's decision on Humphries.

RPSC: Reasonable Professional Standards of Competency (RPSC) have been established as a result of U.S. Supreme Court Cases (*Miller*) and California statutes. RPSC requires defenders currently representing juvenile clients and clients under 26 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 factors as they relate to client's diminished culpability at sentencing. The RPSC requires the Public Defender's Office to obtain psychological evaluations and evidence for mitigation, such as letters from family members, friends, and school personnel. RPSC will increase the quantity and costs for investigations, experts, and attorney and support staff time for these cases.

Property Tax Appeals/Prop 8 Values: As of May 10, 2020, there are 408 active property tax appeals on file with the Clerk of the Board. Property owners can appeal the value enrolled by the Assessor to the local Board of Equalization, the Assessment Appeals Board. The difference between the Assessor's value and the property owner's estimate of value is the assessed value "at risk" which is currently \$8 billion, over multiple years. The resolution of these appeals may have a significant impact on the County's property tax revenues. 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. Nearly 90% of all appeals get resolved without going to hearing.

The recovering 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, 2019, 8,907 of the County's 148,649 assessor parcels remain on Proposition 8 status, compared to 78,000 parcels in 2012. The Assessor's Office continues to monitor any potential impact the COVID-19 pandemic has on assessed value.

Transportation Funding SB-1-2017: In 2017, the Road Repair and Accountability Act (SB 1) increased several transportation related taxes and fees to improve the condition of California's roads. This new transportation funding bill increased the County's gas tax revenues by 75% since its passage in 2017. Some recent proposals to potentially tie city and County formula funds from SB 1's Road Maintenance and Rehabilitation Account to housing development could affect future transportation funding if these proposals become legislation. The impacts of the COVID-19 pandemic medical emergency on the economy and resulting reduction in fuel usage will likely affect gas tax revenues in FY2020/21, and some project delivery deferrals may occur to mitigate for any reduced revenues.

SUMMARY OF RECOMMENDATIONS

For Board consideration are recommended budgets as outlined in the following pages of this document. In submitting a balanced budget, the County Administrator utilized an available fund balance of \$24.7 million as reflected in the FY2019/20 Midyear projection. This fund balance projection may be impacted further by COVID-19 pandemic medical emergency response and Shelter-at-Home expenditures and revenues through June 30, 2020. If the FY2019/20 Midyear projection for Fund Balance is not met, or there is an unanticipated shortfall in the FY2020/21 General Fund operating budget the County Administrator will prepare additional recommendations for Board consideration in the Supplemental Budget document. However, if the amount of the General Fund's Year-end Fund Balance at June 30, 2020 exceeds the Midyear projections for FY2019/20, 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 FY2020/21 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 \$4 million to General Fund Reserves.
3. Any amount up to \$5 million to the CalPERS Reserves and/or 115 Trust.

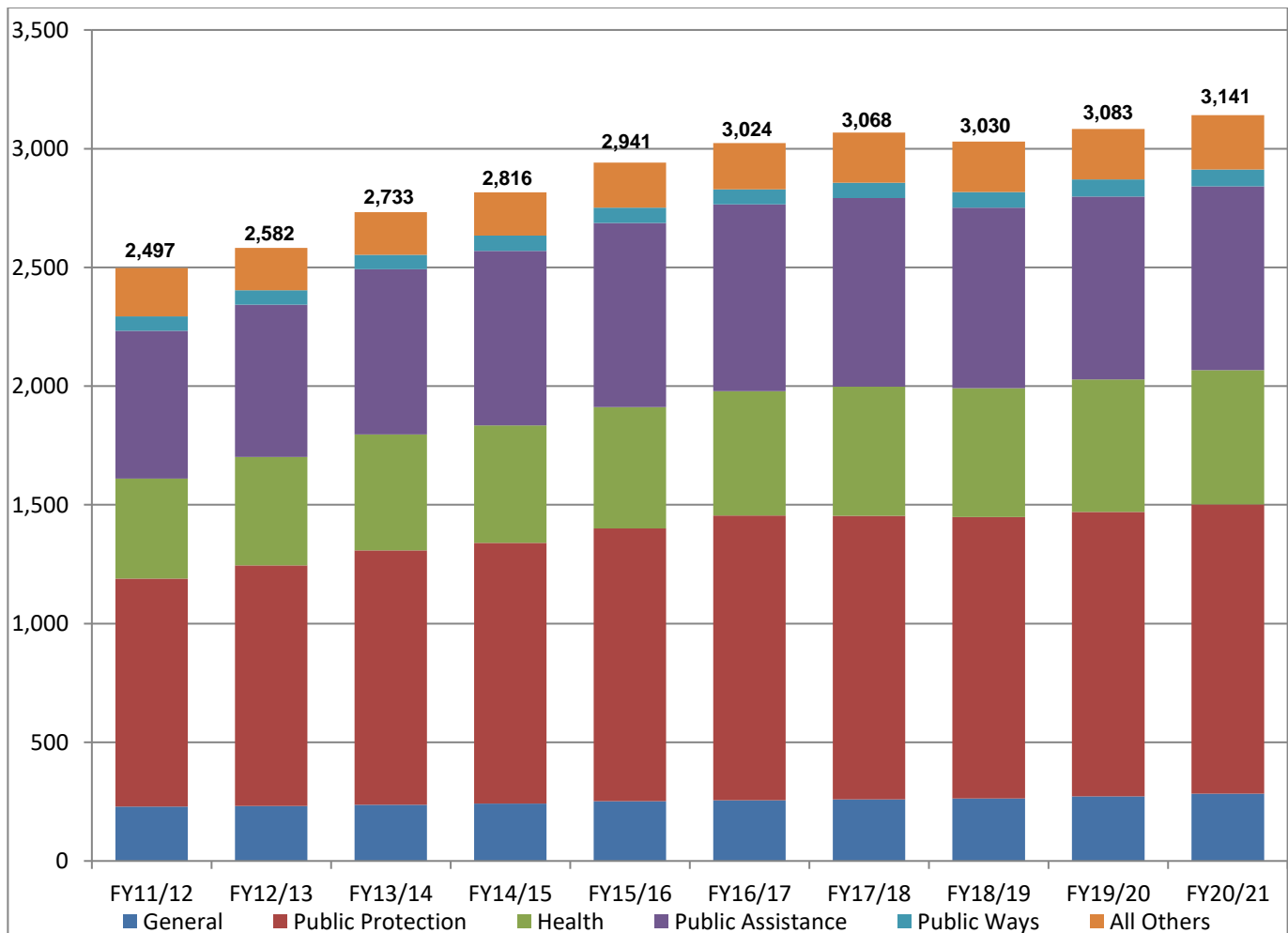
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Permanent Position Summary
Birgitta E. Corsello, County Administrator

PERMANENT POSITION ALLOCATION

The FY2020/21 Preliminary Recommended Budget reflects a total of 3,140.58 allocated positions, an increase of 57.18 positions when compared to the FY2019/20 Adopted Budget, of which 46.68 FTE were added during FY2019/20. This increase reflects pre-COVID-19 pandemic expectations of staffing growth supported by anticipated revenue. The net difference of 10.50 FTE results from the addition of 18.00 FTE included in the FY2020/21 Recommended Budget, offset by the deletion of 6.50 vacant FTE positions and the deletion of 1.0 FTE expiring limited-term positions. 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, public ways, and the delivery of health and social service programs. New positions will need to be reviewed against revised FY2020/21 revenues and potential changes in service demands and delivery needs.

Permanent Position Allocation by Functional Area: FY2011/12 to FY2020/21



Function	Staffing Changes During FY2019/20	Additional Staffing Changes for FY2020/21	Total Change From FY2019/20 to FY2020/21
General Government	8.25	3.00	11.25
Public Protection	16.00	5.50	20.50
Health Services	6.75	0.00	6.75
Public Assistance	3.25	0.00	3.25
Public Ways	0.00	0.00	0.00
All Others	12.43	3.00	15.43
ALL FUNCTIONS	46.68	11.50	57.18

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. FY2020/21 marks the peak of total allocated positions in our County's history at 3,140.58. The workforce in FY2008/09 was 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, 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 increased jail population after AB 109 Realignment and the opening of the new Stanton Correctional Facility.

Public Assistance Division staffing in the Department of Health and Social Services has increased 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 also expanded primarily due to the expansion of Medi-Cal in Covered California and the Affordable Care Act (ACA) and the increases in demand for Primary Care Health Services under the Federally Qualified Health Care (FQHC) model and the opening of additional clinic capability.

The General Government area has not experienced as much of a decline in staffing but the Tax Collector/County Clerk, Treasurer and Assessor, have automated processes to manage increased activities and transactions, and 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 and have slowly recovered.

WORKFORCE CHANGES SINCE FY2008/09

	FY2008/09 Adopted	FY2020/21 Recm'd	Change from FY08/09 to FY20/21		FY2008/09 Adopted	FY2020/21 Recm'd	Change from FY08/09 to FY20/21
PUBLIC PROTECTION	1,241.50	1,219.00	(22.50)	GENERAL GOVERNMENT	288.00	283.00	(5.00)
District Attorney & OFVP	145.50	145.00	0.50	Board of Supervisors	10.00	15.00	5.00
Child Support Services	120.00	92.00	(28.00)	County Administrator	18.00	18.00	0.00
Public Defender	68.00	72.00	4.00	Employment Dev. & Training	1.00	3.00	2.00
Public Defender - Alternate	21.00	24.00	3.00	General Services	106.00	93.00	(13.00)
Sheriff & VTIR	513.00	550.00	37.00	Assessor	45.00	49.00	4.00
Probation	255.00	218.00	(37.00)	Auditor/Controller	35.00	37.00	2.00
Agricultural Commissioner	23.00	26.00	3.00	Tax Collector/County Clerk	14.00	12.00	(2.00)
Animal Care Services	16.00	26.00	10.00	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	52.00	(9.00)	Delta Water Activities	0.00	1.00	1.00
PUBLIC ASSISTANCE	726.50	774.00	47.50	Human Resources	19.00	22.00	3.00
First 5 Solano Children & Fam	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	106.00	18.00	ALL OTHERS	352.73	299.93	(52.80)
Social Services	624.50	655.00	30.50	Public Works	75.50	71.00	(4.50)
HEALTH SERVICES	505.08	564.65	59.57	Library	141.48	129.23	(12.25)
In-Home Supportive Services	6.00	5.00	(1.00)	Cooperative Education	3.25	0.00	(3.25)
Behavioral Health	255.28	216.25	(39.03)	Parks and Recreation	9.00	7.00	(2.00)
Health Services	243.80	343.40	99.60	Risk Management	16.00	7.70	(8.30)
				Dept. of IT	56.00	72.00	16.00
				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

In FY2011/12, 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 of those changes 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 most human services programs, including mental health programs. Funding from the State to local government to hire staff to address increased responsibilities in impacted departments was approved and changes were made to the Sheriff, Probation, District Attorney, Public Defender, and Health and Social Services adding 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 addressed 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. In FY2014/15, the need to meet State and federal work participation rates in the Welfare to Work, or CalWORKs, program required additional resources.

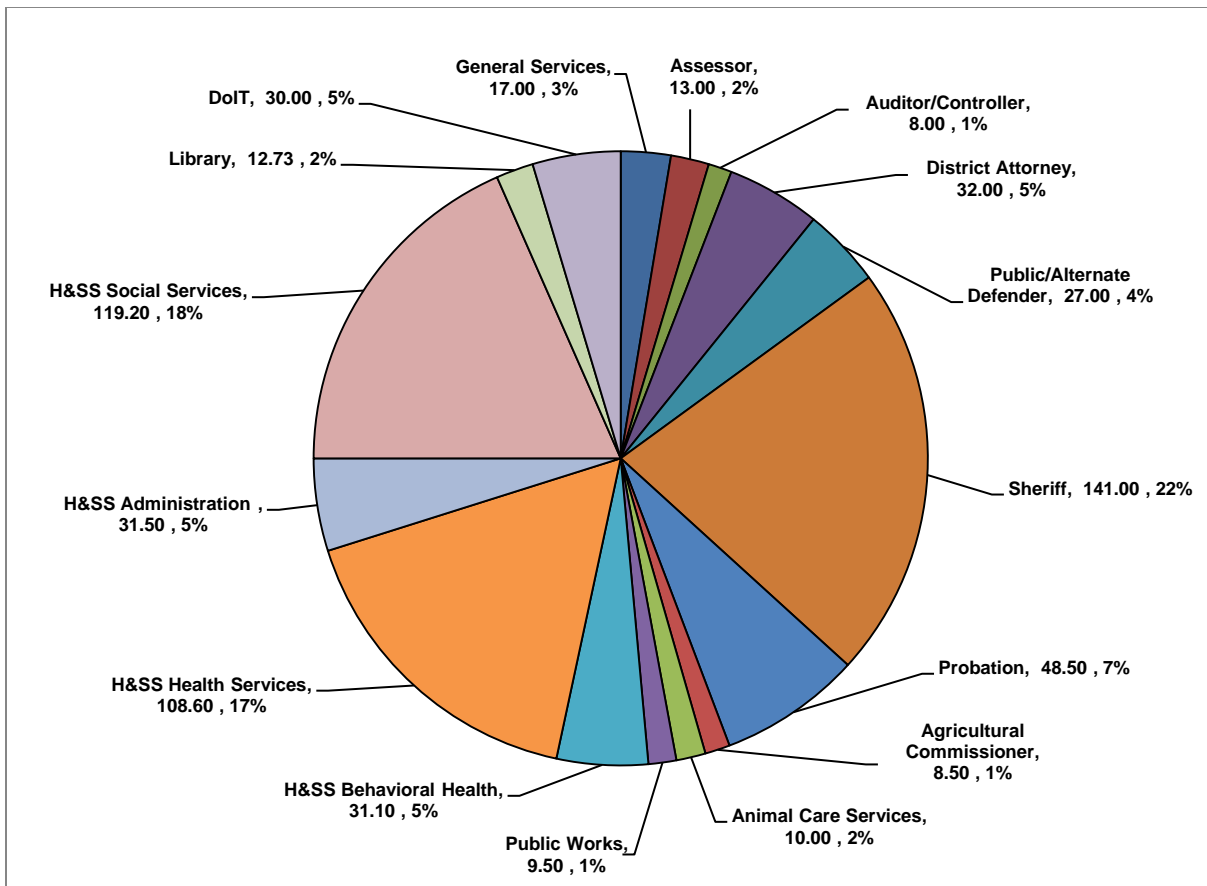
In FY2015/16, positions were included to support increased growth of the county's aging population, a more complex State/federal financial structure requiring intensive quality assurance, and additional accountability based on performance. And, in FY2016/17, additional positions were included to support 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 added to the FQHC clinics to meet increased demand for services resulting from the ACA California expansions, and to address services needed for the county's 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). FY2017/18 included increased staffing in the Department of Information Technology to adjust to changes in expanded use of technology and customer service demands. FY2018/19 reflected a reduction in social services' caseloads accompanied by reductions in State funding; and a reduction in public protection resulting from departmental operational changes and/or State funding that was flat and expirations of grants. FY2019/20 included a restoration of Public Works staffing to address increased workload demands associated with the passage of the 2017 Road Repair Accountability Act (SB 1) and need to address deferred maintenance; the District Attorney and Public Defender saw new mandates from SB 1437; Health Services experienced an increase in staffing to address mental health and family health services demands in the mental health outpatient clinics and primary care clinics; and Area on Aging.

FY2020/21 Recommended Budget reflects staffing related to operational changes, mandated programs, and increases in workload. Additional information regarding detailed justification and funding for individual positions are included in the budget units associated with each position. The budget reflects preliminary staffing recommendations without a complete understanding of the COVID-19 pandemic and "Shelter in Place" impacts on County services or County revenues, and as such are subject to change pending additional analysis on the impacts resulting from the COVID-19 emergency and the State and federal "Road to Recovery" timelines. The County Administrator is working with Department Heads in evaluating vacant positions and is only selectively authorizing the filling of key vacancies. Updated position recommendations will be provided in connection with the FY2020/21 Supplemental Budget adjustments prior to final approval of the FY2020/21 Budget.

	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 Adopted	Difference from FY18/19 Adopted to FY19/20 Recm'd	Difference from FY19/20 Adopted to FY20/21 Recm'd	Net Difference from FY14/15 Adopted to FY20/21 Recm'd
General Government	5.75	10.25	3.70	3.00	4.00	6.00	11.25	43.95
Public Protection	26.25	49.50	51.50	(4.50)	(9.50)	11.00	20.50	144.75
Public Ways	3.00	0.00	0.00	0.00	2.00	5.00	0.00	10.00
Health Services	5.30	17.45	11.65	20.30	(1.60)	13.40	6.75	73.25
Public Assistance	39.90	39.60	11.00	8.50	(33.50)	5.00	3.25	73.75
Education	(2.50)	1.75	2.00	8.80	0.00	1.25	7.43	18.73
Recreation	2.40	(1.00)	0.00	0.00	0.00	0.00	0.00	1.40
All Others	2.00	7.70	3.00	8.40	0.00	0.00	8.00	29.10
TOTAL	82.10	125.25	82.85	44.50	(38.60)	41.65	57.18	394.93

Permanent Position Summary
Birgitta E. Corsello, County Administrator

NEW MANDATES GROWING WORKFORCE



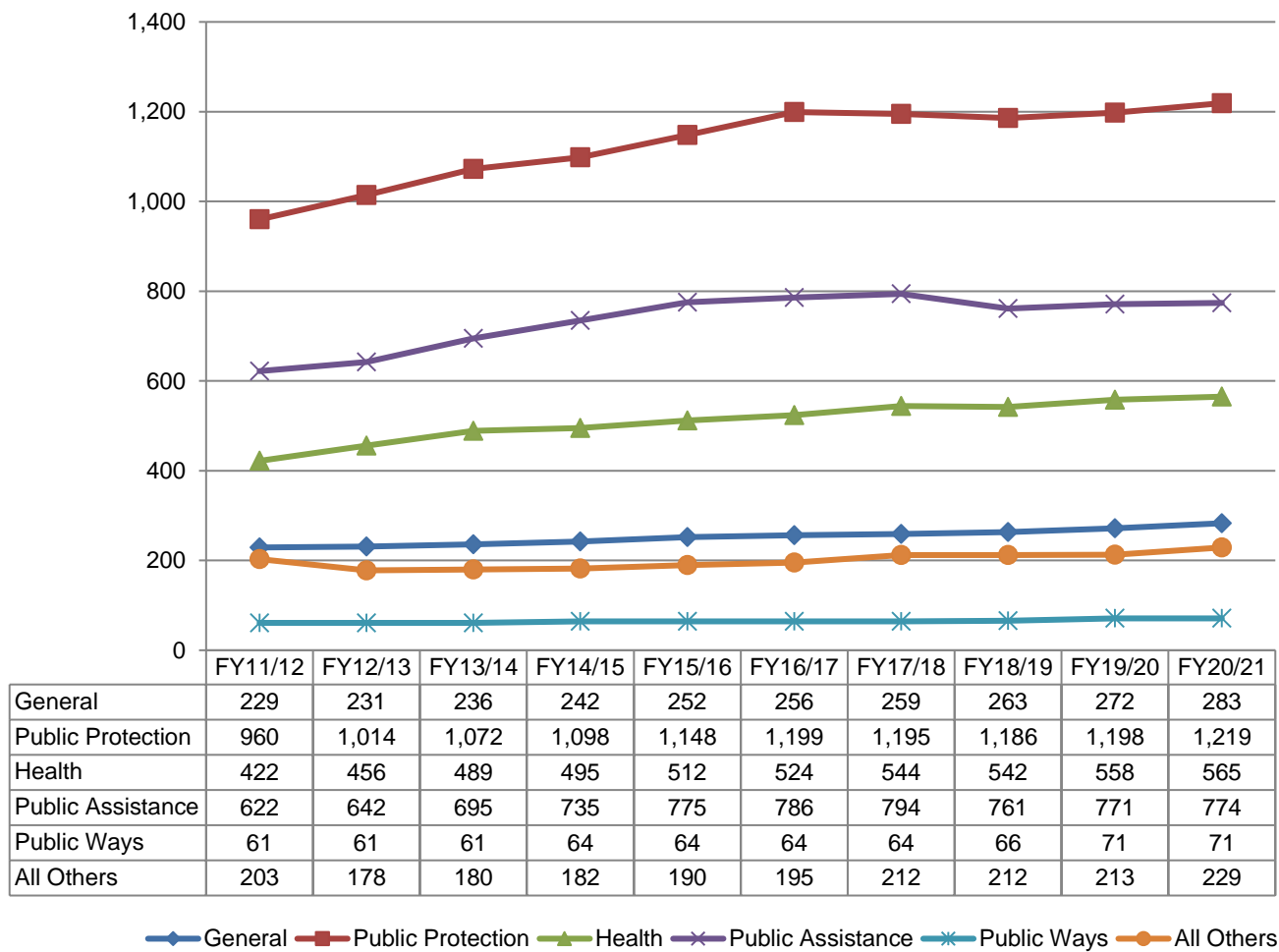
**DEPARTMENTS WITH KEY OUTSIDE CHANGE
FACTORS OVER THE PAST 10 YEARS
(FY2011/12 TO FY2020/21)**

General Services	17.00
Assessor	13.00
Auditor/Controller	8.00
District Attorney	32.00
Public/Alternate Defender	27.00
Sheriff	141.00
Probation	48.50
Agricultural Commissioner	8.50
Animal Care Services	10.00
Public Works	9.50
H&SS Behavioral Services	31.10
H&SS Health Services	108.60
H&SS Administration	31.50
H&SS Social Services	119.20
Library	12.73
DoIT	30.00
Total of Affected Depts.	647.63

The pie chart above provides a snapshot of where positions have been added in the County, most of which were the result of new requirements and/or operational changes since FY2011/12; however, some reflect revenue recovery and the restoration of positions eliminated during the "Great Recession," but once again, needed as levels of services were being restored. The growing workforce in the 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

FY2020/21 POSITION ADDITIONS AND DELETIONS

The Position Allocation List is a fluid document, recommendations are subject to change based on changes to revenue, including grants, and changes in State and federal funding and mandates. The Director of Human Resources has the ability to administratively create limited-term positions to backfill for employees on medical or military leave, or retiring/separating from the County, 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 Administrator's Office's preliminary FY2020/21 Budget reflects a net increase of 11.50 FTE positions. This is the net result of 18.00 new FTE positions and deletion of 6.50 FTE positions (excludes reclassifications and expiring limited-term positions) for consideration as part of the FY2020/21 Budget.

The recommended 18.00 new FTE positions (effective July 12, 2020, unless otherwise noted) are in the following departments:

GENERAL GOVERNMENT

1150 – Assessor – *Operational changes; funded 40% Property Tax Admin Fees and County General Fund*

- 2.0 FTE Office Assistant III

1117 – General Services – *Operational changes; funded by Countywide Cost Allocation Plan*

- 1.0 FTE Support Services Manager - TBD
- 1.0 FTE Custodian

PUBLIC PROTECTION

2830 – Agricultural Commissioner – *Operational changes*

- 2.0 FTE Ag Bio/Wts & Meas Inspector (Spvsing) - TBD

2910 – Resource Management – *Operational changes / workload; offset with County General Fund and Fees for Service*

- 1.0 FTE Planner Associate

6500 – District Attorney – *Operational changes*

- 1.0 FTE District Attorney Investigator – Limited Term (expires 6/30/2021)

6550 – Sheriff – *Operational changes; offset primarily with AB 109 funding and County General Fund*

- 2.0 FTE Public Safety Dispatcher (Sr)
- 1.0 FTE Mental Health Specialist II – Limited Term (expires 6/30/2021)

6650 – Probation – *Operational changes; offset with SB 678 and Grant Funding*

- 1.0 FTE Social Services Worker – Limited Term (expires 6/30/2021)
- 1.0 FTE Staff Analyst

EDUCATION

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

- 1.0 FTE Office Assistant III

OTHER FUNDS

1870 – Department of Information Technology – *Operational changes; offset by Behavioral Health Funding*

- 1.0 FTE Business Systems Analyst (Sr)
- 2.0 FTE Info Technology Analyst IV

1870 – Fleet Services – Operational changes; offset with User Fees

- 1.0 FTE Office Assistant II

The Recommended Budget recommends the deletion of 6.50 FTE 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 FY2019/20 or expiring limited-term positions. The positions identified for deletion in the Recommended Budget are as follows:

GENERAL GOVERNMENT

1117 – General Services – Operational changes

- 1.0 FTE Central Services Manager

PUBLIC PROTECTION

2830 – Agricultural Commissioner – Operational changes

- 1.0 FTE Ag Bio/Wts & Meas Insp (Senior)

6650 – Probation – Operational changes

- 1.0 FTE Accounting Supervisor
- 1.0 FTE Group Counselor
- 0.5 FTE Deputy Probation Officer

EDUCATION

6300 – Library – Operational changes

- 1.0 FTE Clerical Operations Supervisor (C)

OTHER FUNDS

3100 – Fleet Services – Operational changes

- 1.0 FTE Equipment Services Worker

The County Administrator's Office is recommending the following departmental position conversions and reclassifications resulting from departmental operational changes and/or departmental reorganizations for approval in the FY2020/21 Recommended Budget.

PUBLIC PROTECTION

6550 – Sheriff – Operational changes; offset primarily with Proposition 172 funding and County General Fund

- Convert 2.0 FTE Public Safety Dispatcher (Sr) from Limited Term to regular FTE

HEALTH

7650 – H&SS – Social Services – Operational changes

- Reclassify 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II

As of April 24, 2020, the Board approved and/or authorized a net of 3,130.08 position allocations.

Permanent Position Summary

Birgitta E. Corsello, County Administrator

The following table summarizes the position allocation changes requested since FY2019/20 Adopted Budget.

Summary of Positions

Net of Prior Actions by Board and Human Resources during FY2019/20 and authorized as of April 24, 2020	46.68
Added in Recommended Budget	18.00
Deleted in Recommended Budget	(6.50)
Expiring Limited-Term	(1.00)
Net Allocated Position Changes	57.18

Position Allocation List

Allocated Positions in FY2019/20 Adopted Budget	3,083.40
Net Allocated Position Changes	57.18
Allocated Positions Recommended in FY2020/21 Budget	3,140.58

The *Permanent Position Summary* on the following pages is a digest of changes for each department from FY2015/16 through the Recommended Budget, including identifying changes occurring during FY2019/20.

Permanent Position Summary
Birgitta E. Corsello, County Administrator

PERMANENT POSITION SUMMARY

FY2015/16 Adopted Budget	FY2016/17 Adopted Budget	FY2017/18 Adopted Budget	FY2018/19 Adopted Budget	FY2019/20 Adopted Budget	FY2019/20 Adjusted as of 4/24/20	FY2020/21 Recm'd Budget	Difference Recm'd vs Adopted
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GENERAL GOVERNMENT

1000	Board of Supervisors	13.50	14.00	14.75	14.75	14.75	15.00	15.00	0.25
1100	County Administrator	16.00	16.00	16.00	16.00	17.00	18.00	18.00	1.00
1103	Employee Development & Training	2.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
1117	General Services	86.00	87.00	88.00	88.00	92.00	92.00	93.00	1.00
1150	Assessor	38.00	38.00	38.00	40.00	40.00	47.00	49.00	9.00
1200	Auditor/Controller	34.00	34.00	34.00	35.00	37.00	37.00	37.00	0.00
1300	Tax Collector/County Clerk	11.00	11.00	11.00	12.00	12.00	12.00	12.00	0.00
1350	Treasurer	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
1400	County Counsel	19.55	19.75	20.00	20.00	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	18.00	19.00	20.00	20.00	22.00	22.00	22.00	0.00
1550	Registrar of Voters	9.00	9.00	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
Total General Government		252.05	255.75	258.75	262.75	271.75	280.00	283.00	11.25

PUBLIC PROTECTION

6500	District Attorney	124.00	129.00	131.00	133.00	139.00	142.00	142.00	3.00
2480	Dept. of Child Support Services	103.00	102.00	97.00	95.00	93.00	92.00	92.00	(1.00)
6530	Public Defender	62.00	62.50	65.00	66.50	71.00	72.00	72.00	1.00
6540	Public Defender - Alternate	21.50	21.50	21.50	20.50	24.00	24.00	24.00	0.00
4052	Vehicle Theft Investigation & Recovery	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
6550	Sheriff	504.00	540.00	535.00	531.00	532.00	545.00	548.00	16.00
6650	Probation	216.50	223.50	223.50	219.50	218.50	218.50	218.00	(0.50)
5500	Office of Family Violence Prevention	5.00	5.00	4.00	3.00	3.00	3.00	3.00	0.00
6901	County Local Revenue Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2830	Agricultural Commissioner (1)	26.00	25.00	24.00	23.00	24.00	25.00	26.00	2.00
2850	Animal Care Services	25.00	28.00	28.00	28.00	27.00	26.00	26.00	(1.00)
2909	Recorder	13.00	14.00	14.00	14.00	14.00	14.00	14.00	0.00
2910	Resource Management	46.00	47.00	50.00	50.00	51.00	51.00	52.00	1.00
Total Public Protection		1148.00	1199.50	1195.00	1185.50	1198.50	1214.50	1220.00	20.50

PUBLIC WORKS

3010	Public Works	64.00	64.00	64.00	66.00	71.00	71.00	71.00	0.00
Total Public Works		64.00	64.00	64.00	66.00	71.00	71.00	71.00	0.00

HEALTH SERVICES

7690	In-Home Supportive Services	6.00	7.00	6.00	5.00	5.00	5.00	5.00	0.00
7950	Tobacco Prevention & Education	0.00	0.00	0.00	2.00	2.00	2.00	2.00	0.00
7780	Behavioral Health	212.70	203.20	205.70	206.00	216.25	216.25	216.25	0.00
7880	Health Services	293.45	313.60	332.40	329.50	334.65	341.40	341.40	6.75
Total Health Services		512.15	523.80	544.10	542.50	557.90	564.65	564.65	6.75

Permanent Position Summary
Birgitta E. Corsello, County Administrator

FY2015/16 Adopted Budget	FY2016/17 Adopted Budget	FY2017/18 Adopted Budget	FY2018/19 Adopted Budget	FY2019/20 Adopted Budget	FY2019/20 Adjusted as of 4/24/20	FY2020/21 Recm'd Budget	Difference Recm'd vs Adopted
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PUBLIC ASSISTANCE

1530	First 5 Solano Children & Families	7.00	7.00	6.00	7.00	7.00	7.00	7.00	0.00
5800	Veterans Services	6.00	6.00	6.00	6.00	6.00	6.00	6.00	0.00
7501	H&SS Administration	91.00	94.00	96.00	95.00	106.00	106.00	106.00	0.00
7680	Social Services	670.75	678.75	686.25	652.75	651.75	655.00	655.00	3.25
Total Public Assistance		774.75	785.75	794.25	760.75	770.75	774.00	774.00	3.25

EDUCATION

6300	Library	109.75	111.75	120.55	120.55	121.80	129.23	129.23	7.43
Total Education		109.75	111.75	120.55	120.55	121.80	129.23	129.23	7.43

RECREATION

7000	Parks and Recreation	7.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00
Total Recreation		7.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00

OTHER FUNDS

1830	Risk Management	7.70	7.70	7.70	7.70	7.70	7.70	7.70	0.00
1870	Dept. of Information Technology	53.00	55.00	64.00	64.00	64.00	69.00	72.00	8.00
2801	Fouts Springs Youth Facility (2)	0.60	0.60	0.00	0.00	0.00	0.00	0.00	0.00
3100	Fleet Management	9.00	10.00	10.00	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
Total Other Funds		73.30	76.30	84.70	84.70	84.70	89.70	92.70	8.00

TOTAL COUNTY ALLOCATION

2941.00 3023.85 3068.35 3029.75 3083.40 3130.08 3140.58 57.18

- (1) Department's FY2016/17 allocation reflects overlap of 2 limited-term FTEs used February-October each calendar year.
 (2) Program ended October 2011.

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 909 total square miles, including 675 square miles of rural and farm lands, 150 square miles of urban land area, including cities and unincorporated areas, and 84 square miles of water.

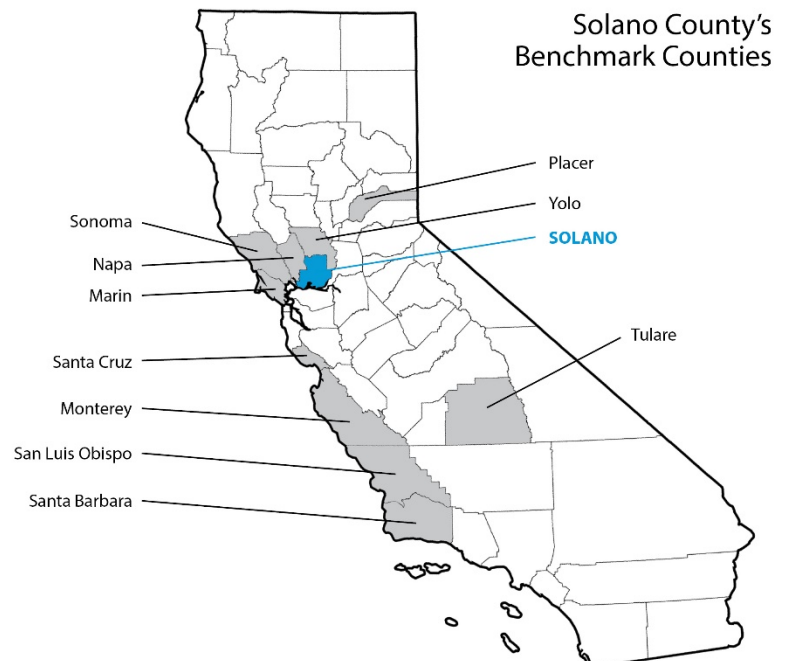
The County provides the following services:

- 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 Health and Behavioral Health Services
- Dental 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)
- Napa/Solano Area Agency on Aging (staff support)

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?



Solano County Statistical Profile

Birgitta E. Corsello, County Administrator

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:

- They are the ten Counties closest to Solano in population – four with higher population and six with lower population.
- A total population of more than 125,000 but less than 525,000.
- All include both suburban and rural environments.
- None contain a city with more than 300,000 in population.
- Seven 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, 2020 estimate of the population of Solano County is 440,224, increasing 1,392 residents or 0.3% over 2019 (see chart A). Of California's 58 Counties, Solano County ranks number 21 in terms of population size. Four of the seven cities saw growth between 2019 and 2020, with the highest growth rate in Rio Vista at 4.1%. Three cities, including Benicia, Suisun City and Vallejo all saw declines in population between 2019 and 2020.

California's population estimate was 39.78 million as of May 1, 2020, 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 2020, the County grew by 26,880 residents, or 6.5% (see chart B).

CHART A: SOLANO COUNTY POPULATION CHANGE FROM 2019 TO 2020

AREA	2019 POPULATION	2020 POPULATION	DIFFERENCE	PERCENTAGE
COUNTY TOTAL	438,832	440,224	1,392	0.3%
Benicia	27,263	27,175	-88	-0.3%
Dixon	19,920	19,972	52	0.3%
Fairfield	116,319	116,981	662	0.6%
Rio Vista	9,594	9,987	393	4.1%
Suisun City	29,211	29,119	-92	-0.3%
Vacaville	98,066	98,855	789	0.8%
Vallejo	119,349	119,063	-286	-0.2%
Unincorporated	19,110	19,072	-38	-0.2%

CHART B: SOLANO COUNTY POPULATION CHANGE FROM 1990 TO 2020

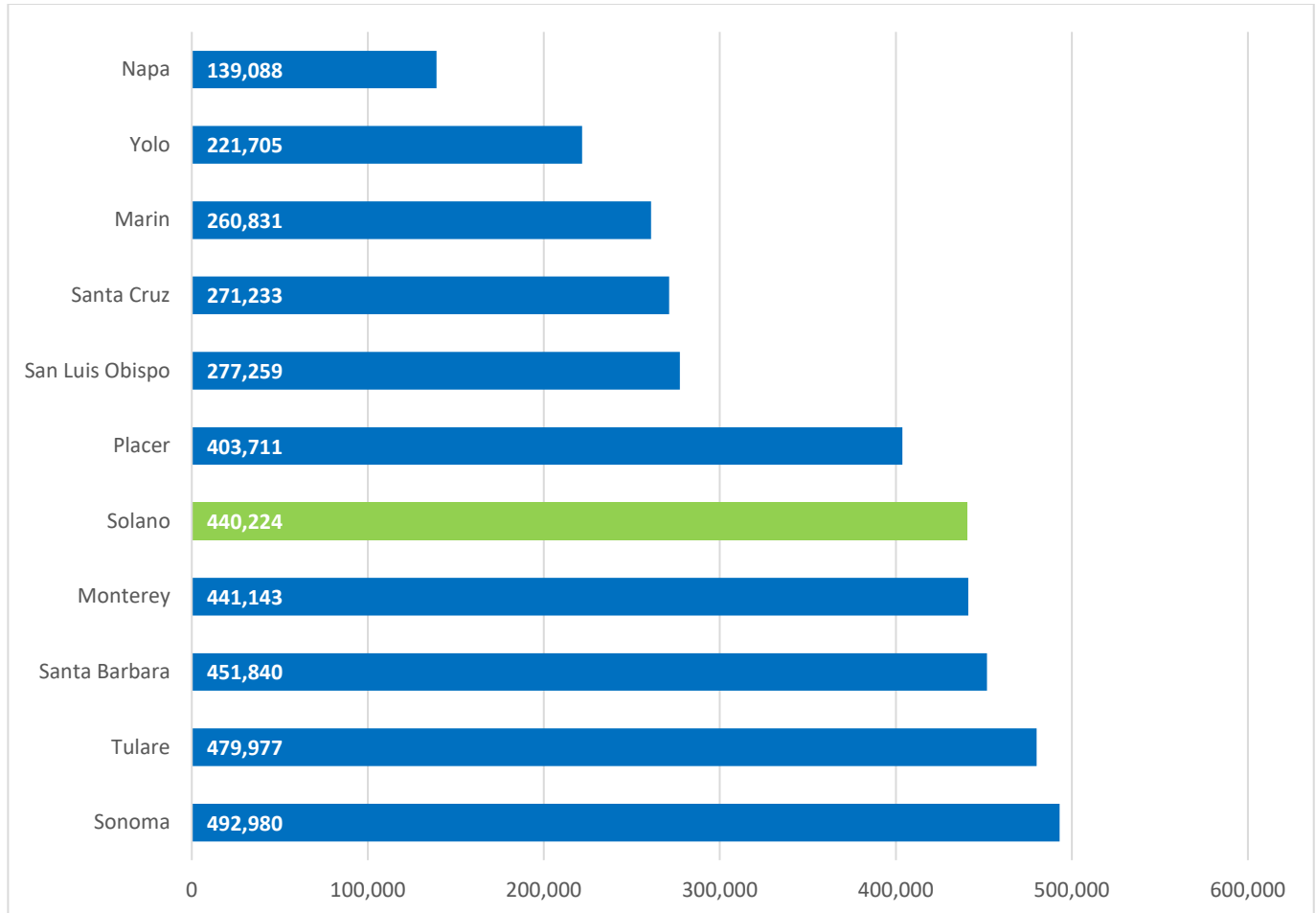
	1990	1990 to 2000		2000	2000 to 2010		2010	2010 to 2020		2020
Benicia	24,437	2,428	9.90%	26,865	132	0.50%	26,997	178	0.66%	27,175
Dixon	10,401	5,702	54.80%	16,103	2,248	14.00%	18,351	1,621	8.83%	19,972
Fairfield	77,211	18,967	24.60%	96,178	9,143	9.50%	105,321	11,660	11.07%	116,981
Rio Vista	3,316	1,255	37.80%	4,571	2,789	61.00%	7,360	2,627	35.69%	9,987
Suisun City	22,686	3,432	15.10%	26,118	1,993	7.60%	28,111	1,008	3.59%	29,119
Vacaville	71,479	17,146	24.00%	88,625	3,803	4.30%	92,428	6,427	6.95%	98,855
Vallejo	109,199	7,561	6.90%	116,760	-818	-0.70%	115,942	3,121	2.69%	119,063
Unincorporated	21,692	-2,370	-10.90%	19,322	-488	-2.50%	18,834	238	1.26%	19,072
Solano County	340,421	54,121	15.90%	394,542	18,802	4.80%	413,344	26,880	6.50%	440,224

Chart A and Chart B: Source: U.S. Census Bureau; California Department of Finance, Demographic Research Unit, May 2020

OUR CHANGING POPULATION – HOW WE COMPARE TO BENCHMARK COUNTIES

California's population grew by 0.2% in 2019, adding 87,494 residents per the California Department of Finance. Among the ten comparable benchmark counties, Placer County was the fastest growing County, adding 7,733 new residents, or 2.0%. Solano County grew at a modest rate, adding 1,392 new residents, or about 0.3% of the County's total population. Santa Barbara was the slowest growing County among the comparable Counties, adding just 1,001 new residents. Sonoma, Napa, Santa Cruz, Marin, and San Luis Obispo Counties all lost residents, contracting -0.8%, -0.6%, -0.5%, -0.5%, and -0.4%, respectively.

POPULATION OF BENCHMARK COUNTIES AND POPULATION GROWTH



Source: California Department of Finance, Demographic Research Unit, May 1, 2020

Solano County Statistical Profile

Birgitta E. Corsello, County Administrator

SNAPSHOT – SOLANO AT A GLANCE, DEMOGRAPHICS

EDUCATIONAL ATTAINMENT

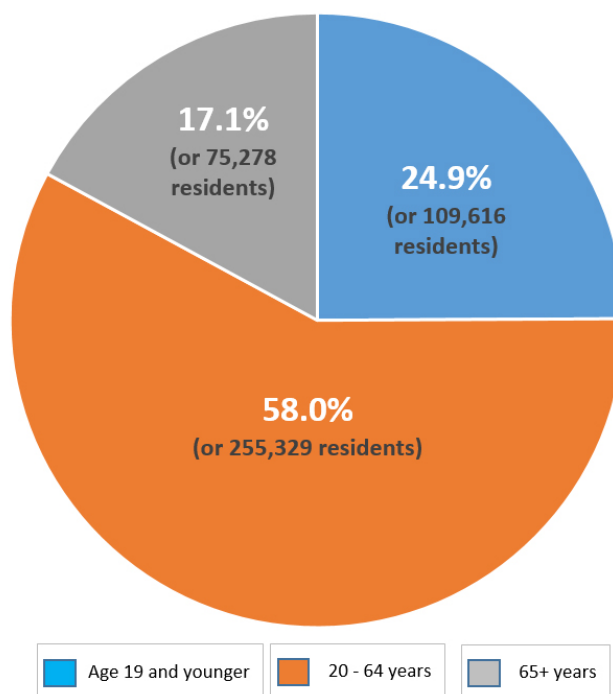
Solano County's graduation rate (88.0%) rose slightly in 2018/19 (the latest data available) from the previous academic year and rose above the State of California's graduation rate of 82.9%. Graduation rates increased for the State of California in 2018/19 overall by 0.1%. Per the 2014-2018 American Community Survey, more than a quarter of Solano County residents age 25 years and older (28.3%) have attended some college and 18.3% have earned either an associates and/or bachelor's degree, slightly lower (2.5%) than the State average of 20.8%. Solano County residents age 25 and older with a post graduate degree is 7.9%, 4.6% less than the State average of 12.5%.

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 24.9% of all people living in Solano County is age 19 or younger. This closely mirrors the State percentage of 25.9%, a difference of 1.0%.

Age Group by Population in Solano County



Source: 2014-2018 American Community Survey, May 2020

Nearly two-thirds (or 58.0%) of Solano County's total population is comprised of working age adults between 20 and 64 years of age. This is lower (7.1%) than the State of California's average of 65.1% of the total population.

In Solano County, individuals age 65 years and older represent approximately 17.1% of the total population, widening by 0.4% over the course of a year (up from 16.7% in 2019). In the State of California, this age demographic makes up approximately 12.9% of the total population.

RACE IDENTIFICATION

The California Department of Finance generates population projections for all Counties in California. Research projects that over the next 10 years Solano County will be increasingly more ethnically diverse.

By the end of 2020, preliminary predictions indicate that Solano County will be approximately 37.3% White, 27.3% Hispanic, 14.6% African-American, 16.1% Asian, and 4.7% Mixed Race, just a slight shift from today's estimates. Please see population estimates chart for estimates for 2025 and 2030 below.

Ethnic Composition of Solano County Residents	2020 Population Estimates (year-end)	2025 Population Estimates	2030 Population Estimates
White, non-Hispanic	37.3%	36.5%	35.7%
Hispanic or Latino	27.3%	28.1%	29.0%
African American, non-Hispanic	14.6%	14.9%	15.1%
Asian, non-Hispanic	16.1%	16.3%	16.6%
Mixed Race, non-Hispanic	4.7%	4.2%	3.6%

Source: California Department of Finance, May 2020

SOLANO COUNTY – SIZE, DISTRIBUTION AND WHERE PEOPLE LIVE

According to the California Department of Finance's May 2019 City/County Population Estimates, statewide 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 909 square miles, of which 84 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

Total square miles, land and water			Persons per square mile		Percent of residents living in unincorporated areas	
COUNTY	LAND	WATER	COUNTY	PERSONS	COUNTY	PERCENT
Tulare	4,824	15	Santa Cruz	622	Santa Cruz	48.5%
Monterey	3,322	449	Solano	530	San Luis Obispo	43.1%
San Luis Obispo	3,304	311	Marin	507	Santa Barbara	31.4%
Santa Barbara	2,737	1,052	Sonoma	319	Tulare	30.3%
Sonoma	1,576	192	Placer	277	Placer	29.1%
Placer	1,404	98	Yolo	221	Sonoma	28.3%
Yolo	1,015	9	Napa	188	Marin	26.2%
Solano	825	84	Santa Barbara	166	Monterey	24.2%
Napa	789	40	Monterey	133	Napa	18.6%
Marin	520	308	Tulare	99	Yolo	14.0%
Santa Cruz	445	162	San Luis Obispo	85	Solano	4.5%

Source: U.S. Census Bureau, California Department of Finance, Demographic Research Unit, May 2020

Solano County Statistical Profile

Birgitta E. Corsello, County Administrator

SOLANO'S POPULATION LIVING IN POVERTY – HOW WE COMPARE

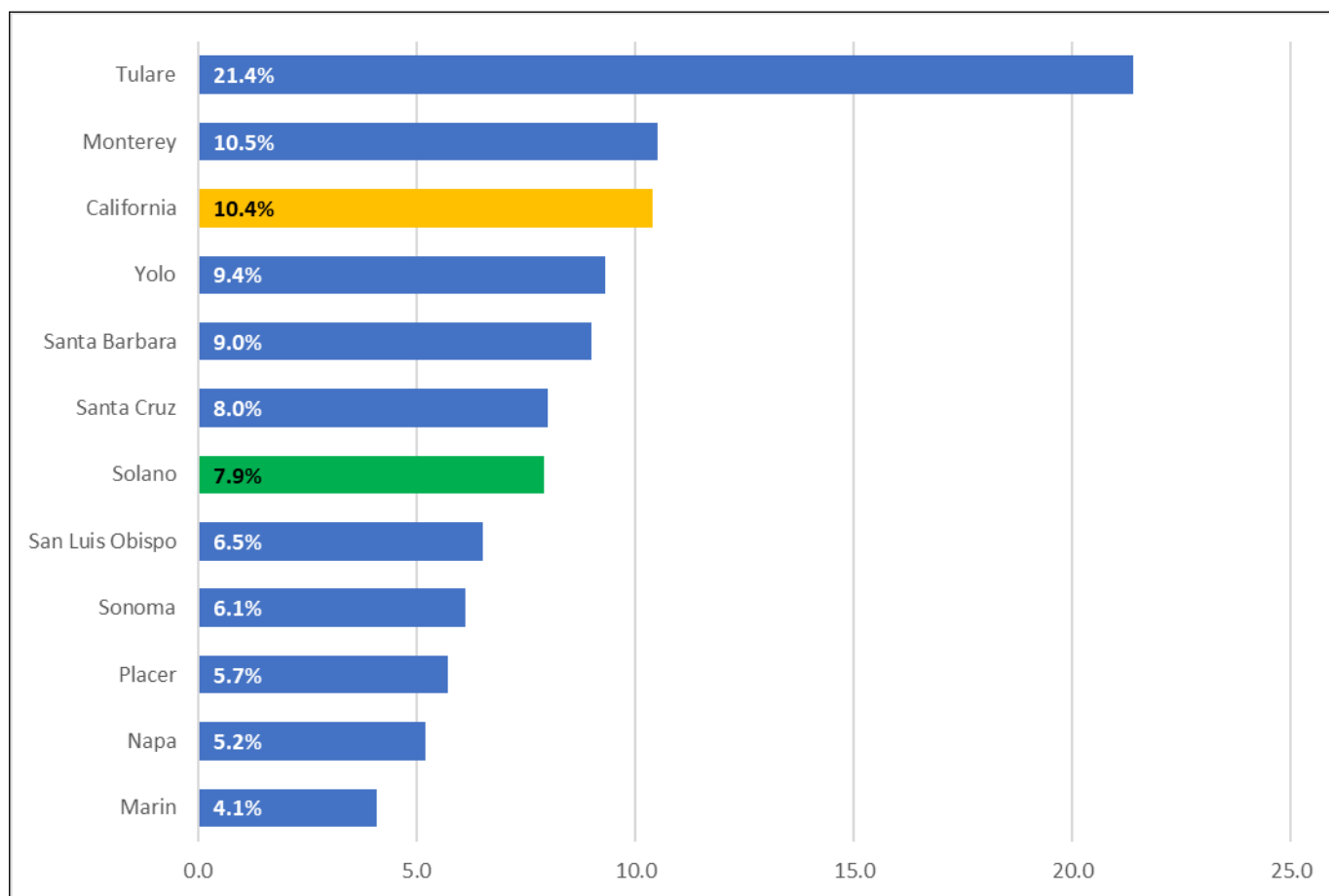
The U.S. Census Bureau defines the poverty threshold for an average family of four living in the United States (48 contiguous states and the District of Columbia, not including Alaska and Hawaii) as having a median annual family income of \$26,200 or less. The average median annual family income for families of four living in Solano County is \$88,335 or 237.1% higher than the national average.

Per the 2014-2018 American Community Survey by the U.S. Census Bureau, 7.9% of the Solano County population (or 34,778 people) are living at or below the poverty level. The poverty rate in Solano County was 14.6% among residents age 18 and under and 21.2% 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, 5.6% or 1,522 people; Dixon, 8.6% or 1,718 people; Fairfield, 7.8% or 9,125 people; Rio Vista, 9.4% or 939 people; Suisun City, 6.4% or 1,864 people; Vacaville, 6.3% or 6,228 people, and Vallejo, 10.8% or 12,859 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 2.5% lower than the statewide average for families living at or below the poverty level.

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



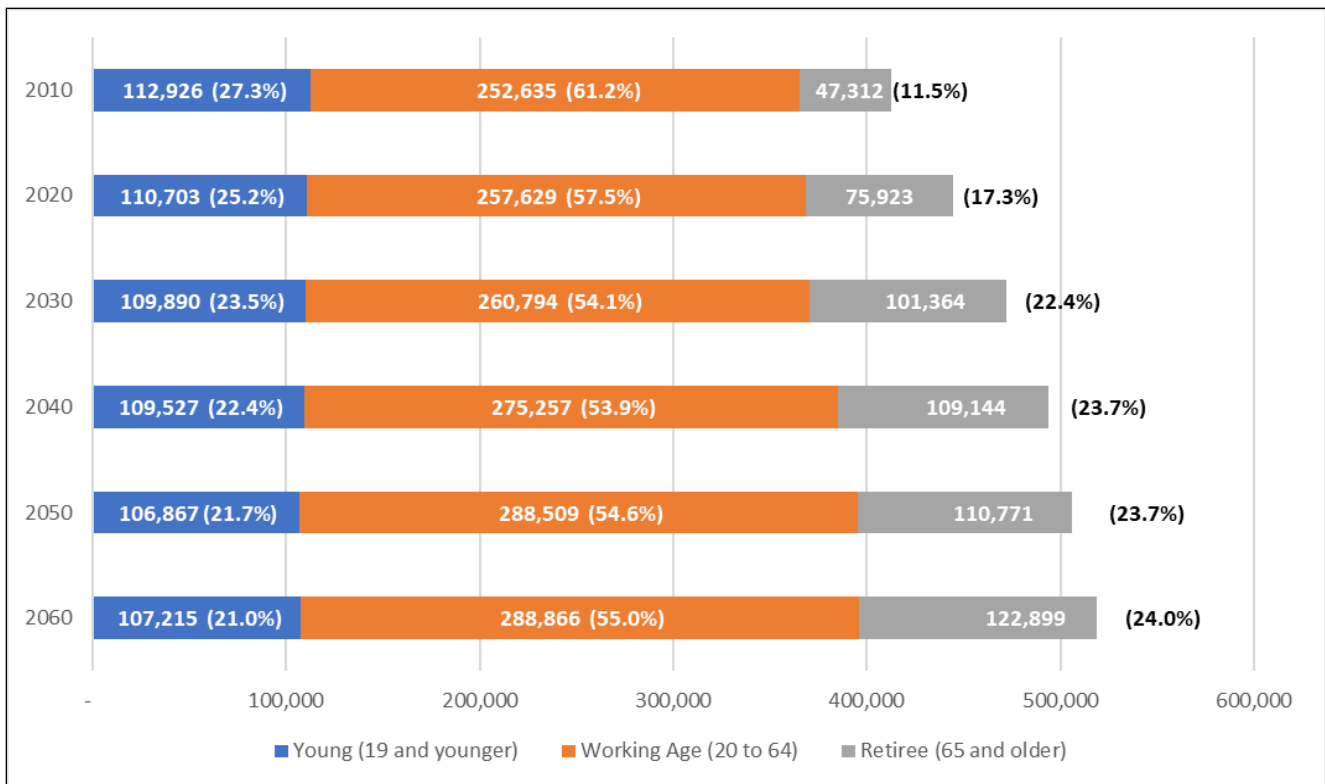
Source: U.S. Census Bureau, 2014-2018 American Community Survey

OUR CHANGING POPULATION – THE NEXT SEVERAL DECADES

Solano County's population is projected to grow from 412,873 in 2010 to 518,980 or 25.7% 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 decrease by 5,711 or 5.1%; while the working age population will increase by 36,231 or 14.3% and retiree population by 75,587 or 159.7%. The Department of Finance projects more people will be entering the retiree population than those entering the workforce.

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



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

AGE DEMOGRAPHIC	2010	2020	2030	2040	2050	2060
Young (19 and younger)	112,926	110,703	109,890	109,527	106,867	107,215
Working Age (20 to 64)	252,635	257,629	260,794	275,257	288,509	288,866
Retiree (65 and older)	47,312	75,923	101,364	109,144	110,771	122,899
TOTAL POPULATION	412,873	444,255	472,048	493,928	506,147	518,980

Source: California Department of Finance, May 2020

Solano County Statistical Profile

Birgitta E. Corsello, County Administrator

UNEMPLOYMENT AND THE ECONOMY

Per the California Employment Development Department's (EDD) March 2020 Monthly Unemployment Rate Data for Counties Report (the latest data available at the time of this publication), California's unemployment rate was starting to edge up in March 2020 due to new unemployment claims from layoffs because of the novel coronavirus (COVID-19) pandemic sweeping across California and the nation. The Solano County unemployment rate was 5.0% in March 2020, up slightly from 4.6% in March 2019 and is also attributed to a growing number of layoffs in the restaurant, tourism, transportation, retail, and leisure industries due to COVID-19 and the Governor's stay-at-home health order and directive.

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.

UNEMPLOYMENT RATES FROM MARCH 2016 TO MARCH 2020 IN BENCHMARK COUNTIES

COUNTY	2016	2017	2018	2019	2020
MARIN	3.2%	3.0%	2.3%	2.7%	3.0%
SONOMA	4.1%	3.8%	2.8%	3.3%	3.6%
NAPA	4.7%	3.9%	3.2%	3.5%	4.0%
PLACER	4.6%	4.3%	3.2%	3.7%	4.0%
SOLANO	5.7%	5.4%	4.1%	4.6%	5.0%
CALIFORNIA	5.6%	5.2%	4.2%	4.6%	5.6%
SANTA BARBARA	5.3%	5.5%	4.4%	4.9%	5.6%
YOLO	6.7%	5.9%	5.0%	5.3%	5.9%
SANTA CRUZ	8.8%	8.5%	6.3%	6.9%	7.9%
MONTEREY	10.5%	10.5%	9.4%	10.1%	11.8%
TULARE	12.4%	12.1%	11.0%	12.1%	14.5%

Source: California Employment Development Department, March 2016 to March 2020

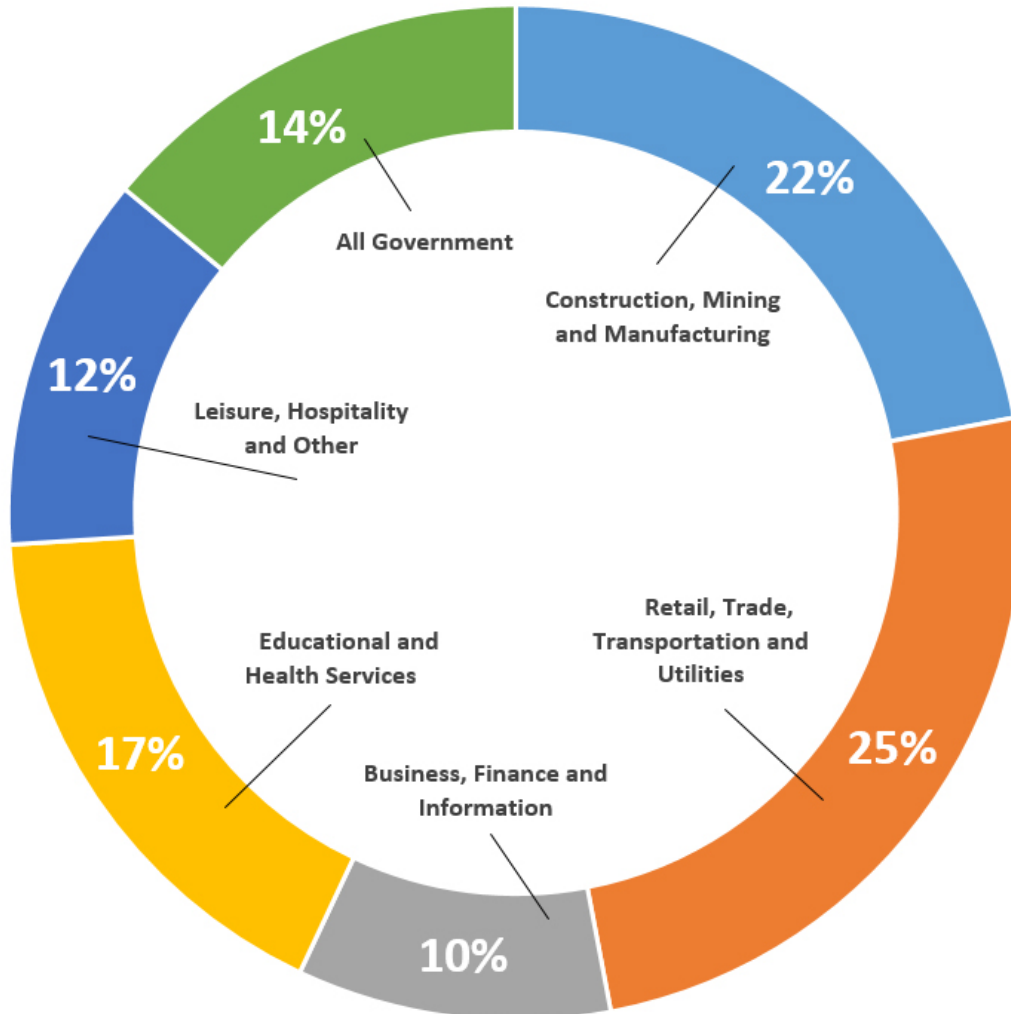
UNEMPLOYMENT RATES FROM MARCH 2016 TO MARCH 2020 IN SOLANO COUNTY CITIES

CITY	2016	2017	2018	2019	2020
BENICIA	3.5%	3.3%	2.8%	3.0%	3.6%
VACAVILLE	4.5%	4.3%	3.4%	3.7%	4.2%
FAIRFIELD	5.1%	4.8%	3.7%	4.3%	4.8%
SUISUN CITY	4.9%	4.7%	3.7%	4.4%	4.8%
RIO VISTA	11.2%	10.7%	3.3%	3.6%	5.0%
DIXON	4.8%	4.6%	3.5%	5.1%	5.0%
VALLEJO	7.7%	7.3%	4.3%	4.8%	5.1%

Source: California Employment Development Department, March 2016 to March 2020

The Urban Institute, a think-tank for economic and social policy research, estimates Solano County will lose approximately 24,000 jobs over the course of the COVID-19 pandemic, most of the jobs being low-income, with earnings less than \$40,000 annually. According to the Workforce Development Board (WDB) of Solano County, as of April 28, 2020, the latest date the data is available at the time of this report, show known layoffs in Solano County are 3,259 from 58 employers, mostly from three industries, including retail, entertainment, and food service. However, as a County that has the largest portion of its workforce commuting out to adjacent counties, it should be noted that unemployment claim data for March and April is attributed largely to the required COVID-19 shelter at home health order. The WDB continues to monitor the evolving situation and has provided local businesses and job seekers with community resources, including a layoff aversion fund, SBA loan applications and assistance with the Federally funded Paycheck Protection Program, designed to help employers keep employees on the payroll.

THE SOLANO COUNTY WORKFORCE – WHERE PEOPLE GO TO WORK, MARCH 2020



Source: California Employment Development Division for Solano County, March 2020

The seasonally unadjusted unemployment rate in Solano County was 5.0% in March 2020, which is 0.4% above the seasonally adjusted rate of 4.6% from last year. This rate compares with a seasonally unadjusted unemployment rate of 5.6% for California and 4.1% for the nation during the same period.

Retail, Trade, Transportation, and Utilities (25%); Construction, Mining and Manufacturing (22%); and Educational and Health Services (17%) make up nearly two-thirds (64% or 129,559 workers) of the industries in Solano County. This is consistent with last year, where these industries also made up the top three employers in the County.

According to an economics forecast by the U.S. Bureau of Labor and Statistics (*May 2020*), the total nonfarm payroll employment fell by 20.5 million in April, and the unemployment rate rose to 14.7% nationwide. The changes in these measures reflect the effects of the COVID-19 pandemic emergency measures, requiring many businesses to close or greatly reduce their activities. Employment fell sharply in all industry sectors, with particularly heavy job losses in leisure, hospitality, and retail. It is still unclear how these sectors will begin to recover now that some states and counties in California begin to reopen. The pace of job losses was unprecedented, with the largest month-over-month decline in the history of the series, starting in 1948.

Solano County Statistical Profile

Birgitta E. Corsello, County Administrator

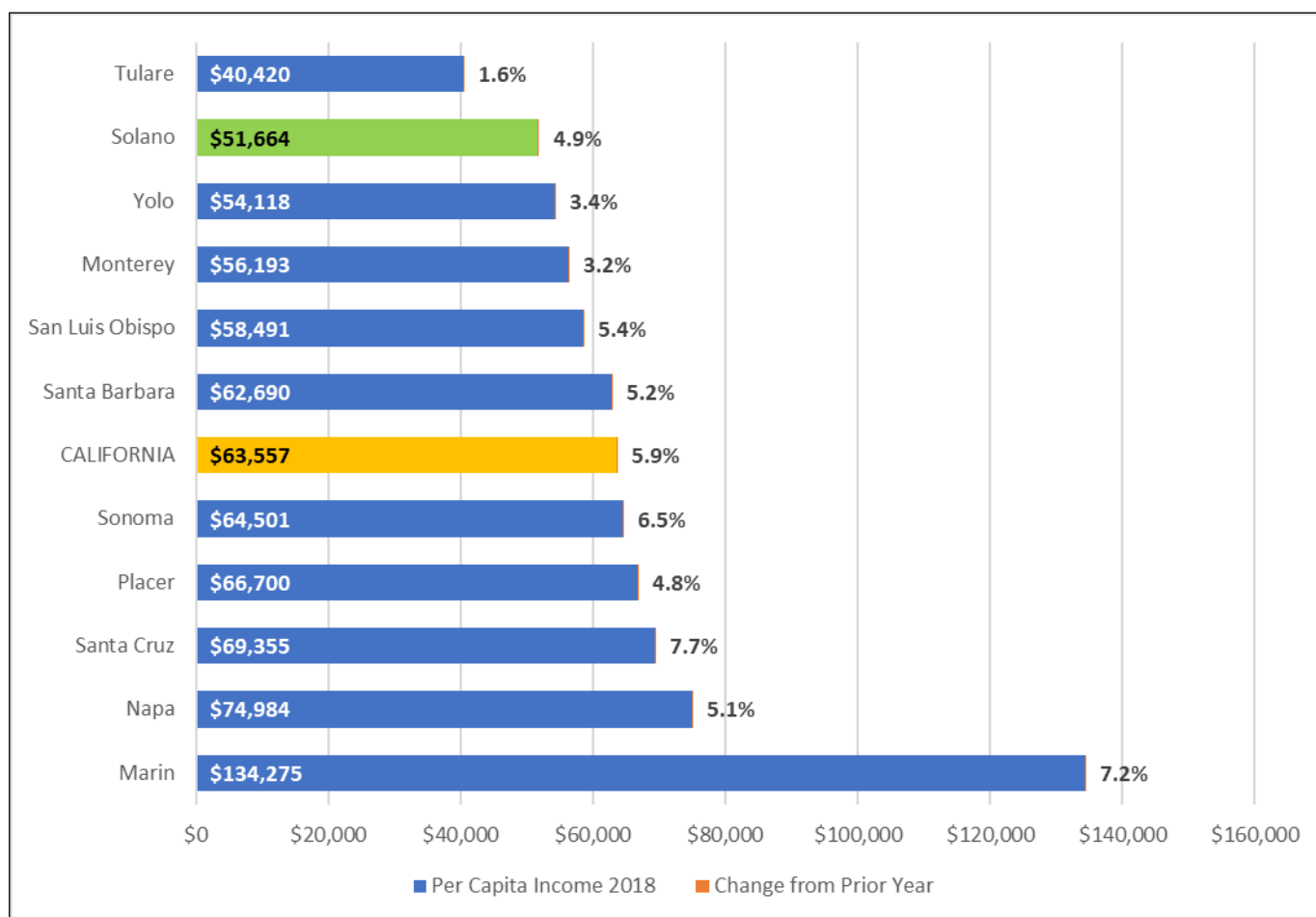
CHANGE IN PERSONAL INCOME – HOW IT AFFECTS PURCHASING POWER

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 *2019 Index of Economic and Community Progress* reported that real personal income per person in Solano County outpaced the national economy but was slightly slower than California.

Per the 2019 statistics from the *U.S. Bureau of Economic Analysis* (the latest date the data is available), Solano County ranks as the second lowest in per capita income when compared to benchmark Counties. Solano County's growth rate in per capita income increased by 4.9% (or \$2,548) between 2017 and 2018, growing at a slightly slower pace than most of the benchmark Counties. Solano County's per capita income of \$51,664 in 2018 is 23% or \$11,893 less than the state's per capita income of \$63,557.

Because the change in personal income / standard of living data lags by one-year, the 2019 data is likely to show an increase again in personal income, however, the 2020 data is likely to show a decline due to lost personal income related to the COVID-19 pandemic. It is difficult to speculate how much of a decline this will be as Solano County, the state of California, and the rest of the world is still experiencing the dynamic economic effects of the COVID-19 pandemic.

CHANGE IN PER CAPITA INCOME IN BENCHMARK COUNTIES – 2018 DATA



Source: Bureau of Economic Analysis, U.S. Department of Commerce, May 2020 (2018 data)

MEDIAN HOUSEHOLD INCOME COMPARISONS AMONG BENCHMARK COUNTIES

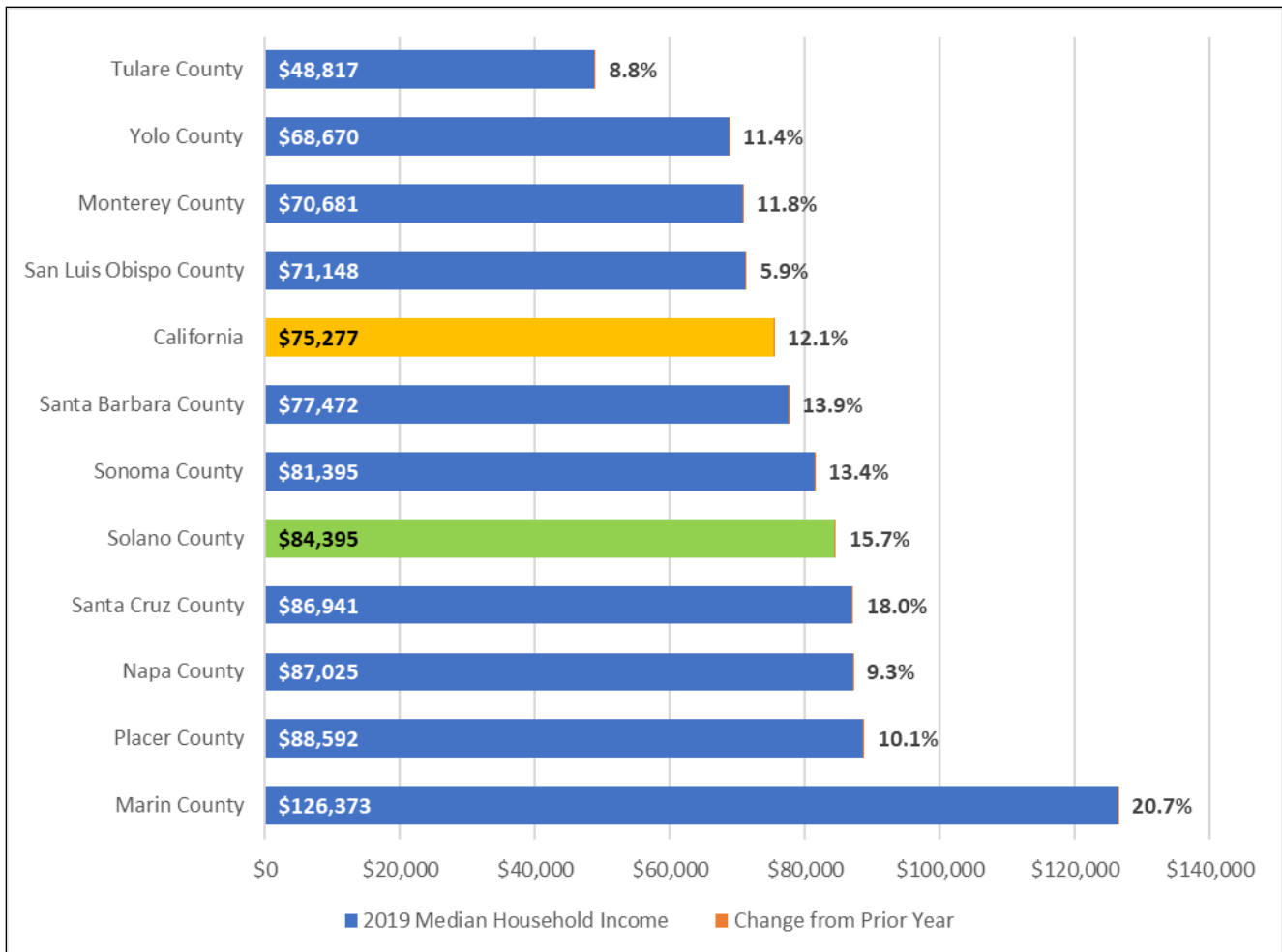
Median household income is comprised of the average income of every resident (within that household) over the age of 15. Sources of income include personal wages and salaries, disability payments, including child support payments received, along with personal business earnings, investments, and other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

The 2019 *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.

Per the 2020 statistics from the California Department of Finance, Solano County ranks as the fifth highest in median household income when compared to benchmark Counties. Solano County's median household income of \$84,395 in 2018 is an increase of \$11,445 per household or 15.7% over the previous year (2017). Given these solid gains, Solano County outpaced 60% of the benchmark Counties (or 6 out of 10) in median household income. By comparison, Solano County outperformed the State of California's median household income of \$75,277 by \$9,118 or 12.1%.

Because the change in personal income / standard of living data lags by one-year, the 2019 American Community Survey data is likely to show an increase again in median household income, however, the 2020 data is likely to show a decline due to lost household income related to the COVID-19 pandemic.

CHANGE IN MEDIAN HOUSEHOLD INCOME IN BENCHMARK COUNTIES – 2018 DATA



Source: 2014-2018 American Community Survey, CA Department of Finance – Figures are based on 2018 inflation dollars

Solano County Statistical Profile

Birgitta E. Corsello, County Administrator

Percent of Residents with Healthcare in Benchmark Counties

BENCHMARK COUNTY	Health Insurance Coverage	Private Health Insurance	Public Health Insurance	No Health Insurance Coverage
Marin	97.3	83.4	30.2	2.7
Placer	96.1	78.9	33.2	3.9
Solano	95.6	74.6	35	4.4
Santa Cruz	94.5	69.7	37.5	5.5
Yolo	94.4	70.9	33.7	5.6
San Luis Obispo	93.5	72.2	36.5	6.5
Sonoma	93.3	70.3	37	6.7
Napa	93.2	68.5	38.8	6.8
Tulare	93.2	46.6	54.3	6.8
California	92.8	63.7	38.4	7.2
Monterey	89.5	56.7	42.3	10.5
Santa Barbara	89.1	62.6	38.2	10.9

Source: 2014-2018 American Community Survey. Percentages do not sum up to 100% as numbers reflect partial coverage and may be counted in both columns.

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 healthcare at all, which can greatly impact the services they receive and escalate the costs associated with healthcare, the poor, and the long-term outcomes of those without coverage.

Nationally, in 2018 (the latest date the data is available) 8.5% of people, or 27.5 million, did not have health insurance at any point during the year, meaning the percentage of people with health insurance coverage for all or part of 2018 was 91.5%. Between 2017 and 2018, the number of people with health insurance coverage increased by 1.1 million, up to 295.1 million. The increase in coverage can be attributed to a 0.6% increase in Medicare and a 0.2% increase in military/veteran coverage.

In California, between 2017 and 2018 (the latest date the data is available), the number of uninsured residents decreased slightly from 10.5% in 2017 to 7.2% in 2018 or 3.3%, and because several different survey methodologies are used to collect population survey data, estimates of California's uninsured populations can vary depending on the data source. It is important to note, however, that the uninsured rate in California has dropped by 10% since 2013 before implementation of the Affordable Care Act (ACA) – the largest reduction of any U.S. states.

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%. In March 2020, 24.8% of the County's total population receives some form of public assistance with the largest portion being medical. There has been an increase in applications for public assistance due to the COVID-19 pandemic which is not reflected in these numbers at this time.

The increase due to the 2014 ACA expansion of Medi-Cal was designed to cover greater numbers of the working low wage earners, 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 more than 1.5 times what it was 12 years ago. Today, approximately one-quarter or 24.8% of the total County population relies on Medi-Cal for healthcare access, as compared 14.7% in December 2006. To meet the increase in Medi-Cal enrolled, the County is fortunate to have seen increased number of FQHC clinics expand to aid in the need for health care.

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

Point in Time Data	March 31, 2020	December 1, 2010	December 1, 2006
Individual Count	110,907	77,393	60,523
Percent of Population	24.8%	18.7%	14.7%
Total County Population	440,224	413,129	411,351

COMMUTING DISTANCES IN BENCHMARK COUNTIES

Per the U.S. Census Bureau, Overflow Data estimates that Californians spend more time in the car than commuters in most other states, with an average drive time of 28.9 minutes one-way. The distance to work also plays a major role in how long workers spend in the car or time spent using regional public transportation as they travel farther and farther to get to their jobs. When compared to the benchmark counties, Solano County ranks third lowest in the number of drivers who drive more than 50 miles one way to get to work (20.0%), just behind Marin (15.3%) and Napa (17.1%) Counties. Monterey County workers travel the furthest to get to work with nearly a third of all workers (29.4%) traveling more than 50 miles one-way.

DISTANCE COMMUTERS DRIVE TO GET TO WORK (ONE-WAY)

BENCHMARK COUNTY	Less than 10 miles		10 to 24 miles		25 to 50 miles		More than 50 miles	
	Count	Share	Count	Share	Count	Share	Count	Share
Marin	31,050	35.9%	27,025	31.2%	15,227	17.6%	13,280	15.3%
Napa	21,910	38.0%	18,027	31.3%	7,801	13.5%	9,853	17.1%
Solano	37,830	37.7%	22,755	22.7%	19,764	19.7%	20,074	20.0%
Santa Cruz	36,293	49.2%	16,585	22.5%	5,874	8.0%	14,964	20.3%
Sonoma	76,813	49.2%	31,493	20.2%	15,634	10.0%	32,250	20.6%
Placer	54,786	41.8%	33,925	25.9%	13,266	10.1%	29,039	22.2%
Tulare	50,846	44.8%	24,639	21.7%	11,310	10.0%	26,747	23.6%
Yolo	20,812	34.4%	16,008	26.4%	8,948	14.8%	14,818	24.5%
San Luis Obispo	33,069	41.3%	20,236	25.3%	6,618	8.3%	20,100	25.1%
Santa Barbara	68,403	49.9%	17,144	12.5%	14,903	10.9%	36,521	26.7%
Monterey	125,050	43.2%	23,948	19.2%	10,366	8.3%	36,757	29.4%

(Source: Longitudinal Employment and Housing Dynamics, 2018 data set, <http://onthemap.ces.census.gov>)

TIME SPENT IN THE CAR TO GET TO WORK (ONE-WAY)

According to the 2019 *Index of Economic and Community Progress* (the latest date the information was available), time to work data can provide ways of understanding length of commuting and potential traffic conditions. In 2018, as the Solano County economy experienced more hiring and more economic growth, the time to get to work has increased (from 2009 to 2018 as shown below) from 29.4 minutes on average to 32.6 minutes. The proportion of working residents in Solano County has gone up for those traveling 60 minutes or more for work, and, since 2009, due to both a rising proportion and residential growth of workers, there are over 9,500 more Solano County residents that drive more than 60-minutes each way or more to work. It is important to note that while the COVID-19 pandemic may not affect the time spent in the car to get to and from work, the volume of traffic on Solano County roads between the months of late February and May 2020 has significantly declined as people are either laid off, furloughed, or working from home because of the stay-at-home public health order and directive.

TIME TO WORK (minutes)	2009		2010		2017		2018	
	Count	Share	Count	Share	Count	Share	Count	Share
Less than 10 minutes	22,948	13.1%	22,618	12.7%	21,805	11.7%	21,478	11.2%
10 to 14 minutes	26,101	14.9%	26,714	15.0%	27,956	15.0%	27,614	14.4%
15 to 19 minutes	24,524	14.0%	25,111	14.1%	26,278	14.1%	27,039	14.1%
20 to 24 minutes	18,919	10.8%	19,056	10.7%	19,010	10.2%	19,177	10.0%
25 to 29 minutes	7,357	4.2%	7,480	4.2%	8,014	4.3%	8,821	4.6%
30 to 34 minutes	19,619	11.2%	20,837	11.7%	19,196	10.3%	19,944	10.4%
35 to 44 minutes	12,262	7.0%	12,110	6.8%	12,487	6.7%	12,848	6.7%
45 to 59 minutes	17,167	9.8%	17,631	9.9%	18,078	9.7%	18,985	9.9%
60 or more minutes	26,276	15.0%	26,536	14.9%	33,547	18.0%	35,860	18.7%
Mean travel time (minutes)	29.4		29.5		31.8		32.6	

(Source: United States Census Bureau, <http://factfinder.census.gov>)

Solano County Statistical Profile

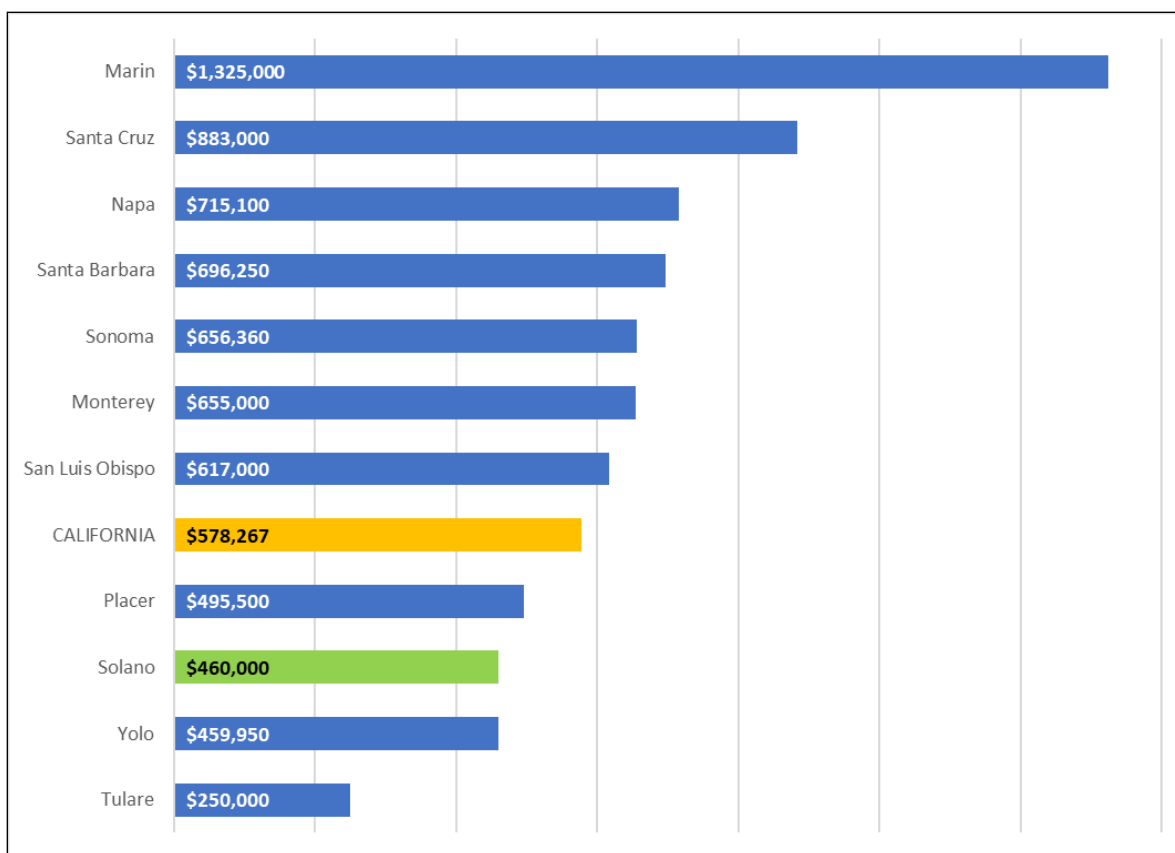
Birgitta E. Corsello, County Administrator

HOUSING AFFORDABILITY

The California Association of REALTORS® reports that Solano County's median home price in May 2020 was \$460,000, a \$21,500 or 4.9% increase compared to March 2019. Despite the slight increase over the past year, housing prices in Solano County remain affordable when compared to the Bay Area, where the average home price is \$996,000 (May 2020).

Solano County ranks third in housing affordability among the 10 benchmark Counties and two spots below the Statewide average. The average home price in Solano County is 25.7% or \$118,267 lower than the State average. Solano County's average home price is \$35,500 or 7.7% less than the next highest benchmark County; Placer County, and \$865,000 or 188.0% 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, 2019-2020

CITY	March 1, 2020	March 1, 2019	% Change
Benicia	\$650,012	\$653,100	-0.5%
Dixon	\$454,550	\$438,000	3.8%
Fairfield	\$474,437	\$454,300	4.4%
Rio Vista	\$390,629	\$374,000	4.4%
Suisun City	\$419,815	\$400,800	4.7%
Vacaville	\$473,319	\$455,300	4.0%
Vallejo	\$435,140	\$422,100	3.1%

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

SINGLE-FAMILY HOME AND APARTMENT RENTAL PRICES

Housing and rental prices have both increased at nearly the same pace when compared to the previous year, at 4.9% and 4.8%, respectively. Per Zillow Research, in March 2019, the average rental price for one and two-bedroom apartments in Solano County was \$1,635 per month. In March 2020, that figure was \$1,713 per month, an increase of 4.8%.

Per the *2019 Index of Economic and Community Progress*, the home and apartment rental price in Solano County continues to slowly rise year-over-year, however it remains less than half of the same rate in San Francisco County – whose average rental price for a two-bedroom apartment is \$4,261 – making Solano County, in comparison, a more affordable place to rent.

Regional fires in 2017 and 2018 may have placed additional pressure on rental pricing in Solano County. In contrast, Sacramento County has consistently been between \$200 and \$300 less than Solano County since 2011 in all terms of rental prices, including single-family homes and one and two-bedroom apartments.

The table below illustrates the year-over-year change in the median cost to rent a single-family home and/or two-bedroom apartment in each of Solano County's seven cities. The City of Benicia has the highest rent, as of March 1, 2020, at \$1,991 per month, whereas Rio Vista has the lowest rent at \$1,350 per month. Rental prices in four of the seven cities grew at an average of 4.7%, with Fairfield, Dixon and Vacaville having the most significant year-over-year increase in 2020 at 5.3%, 7.2% and 8.3%, respectively.

SOLANO COUNTY CITIES MEDIAN HOME/RENTALS COST, YEAR-OVER-YEAR CHANGE, 2019-2020

CITY	March 1, 2020	March 1, 2019	% Change
Benicia	\$1,991	\$1,918	3.8%
Fairfield	\$1,873	\$1,778	5.3%
Vacaville	\$1,868	\$1,725	8.3%
Vallejo	\$1,802	\$1,741	3.5%
Suisun City	\$1,613	\$1,590	1.4%
Dixon	\$1,495	\$1,394	7.2%
Rio Vista	\$1,350	\$1,302	3.7%

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

According to reports from Zillow Research, Realtor.com Research and Redfin.com Research companies, the COVID-19 pandemic and the related medical emergencies may have an impact on rental prices that is not yet reflected in the rental reports as of March 1, 2020. It is important to keep in mind that the data presented in the table above is a point-in-time comparison and may not accurately depict the reality in the rental market.

While the COVID-19 pandemic emergency may have an impact on housing and rental prices, a report from RENTCafé states that while housing and rental housing is viewed as more affordable than when compared to the rest of the Bay Area, the increases in the rental housing market is pinching a large segment of the existing local population – in particular the low wage earner. With the growing demand for apartment living in Solano County, along with a limited inventory of available rentals, Solano County is likely to see increased pressure on housing costs with rent prices spiking.

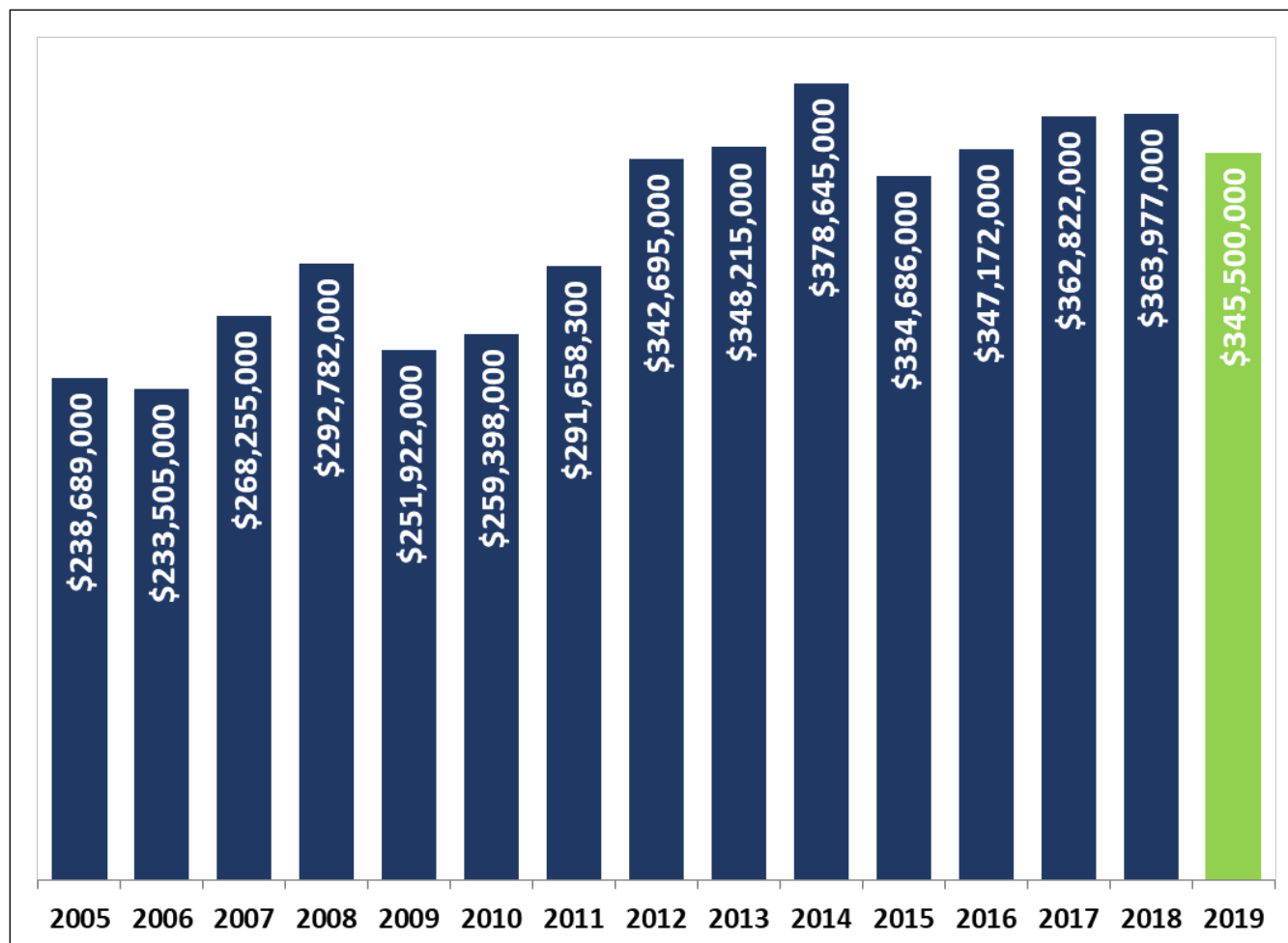
SOLANO COUNTY AGRICULTURAL CROP AND LIVESTOCK VALUE

Solano County Department of Agriculture, Weights and Measures is still working with local growers to determine farm gate value (the net value of a product when it leaves the farm and after marketing costs have been subtracted) for 2019. Early estimates by the Department put this number at more than \$345,500,000, a potential decrease of over \$18 million dollars (or 5%) compared to the previous year's total of \$363,977,000.

Almonds are the top crop for 2019 with Processing Tomatoes and Nursery Products 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) March 2020 report, Solano County supports approximately 1,300 farm related jobs, essentially flat 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 9,000 jobs and \$1.56 billion in economic output (as of 2018, the latest date the data is available), representing approximately 7.9% of the County's total \$19.67 billion-dollar Gross Regional Product.

2020 ESTIMATED GROSS AGRICULTURE CROP VALUES FOR SOLANO COUNTY



Source: County of Solano Agricultural Commissioner (*very early estimates for the 2019 Crop Report)

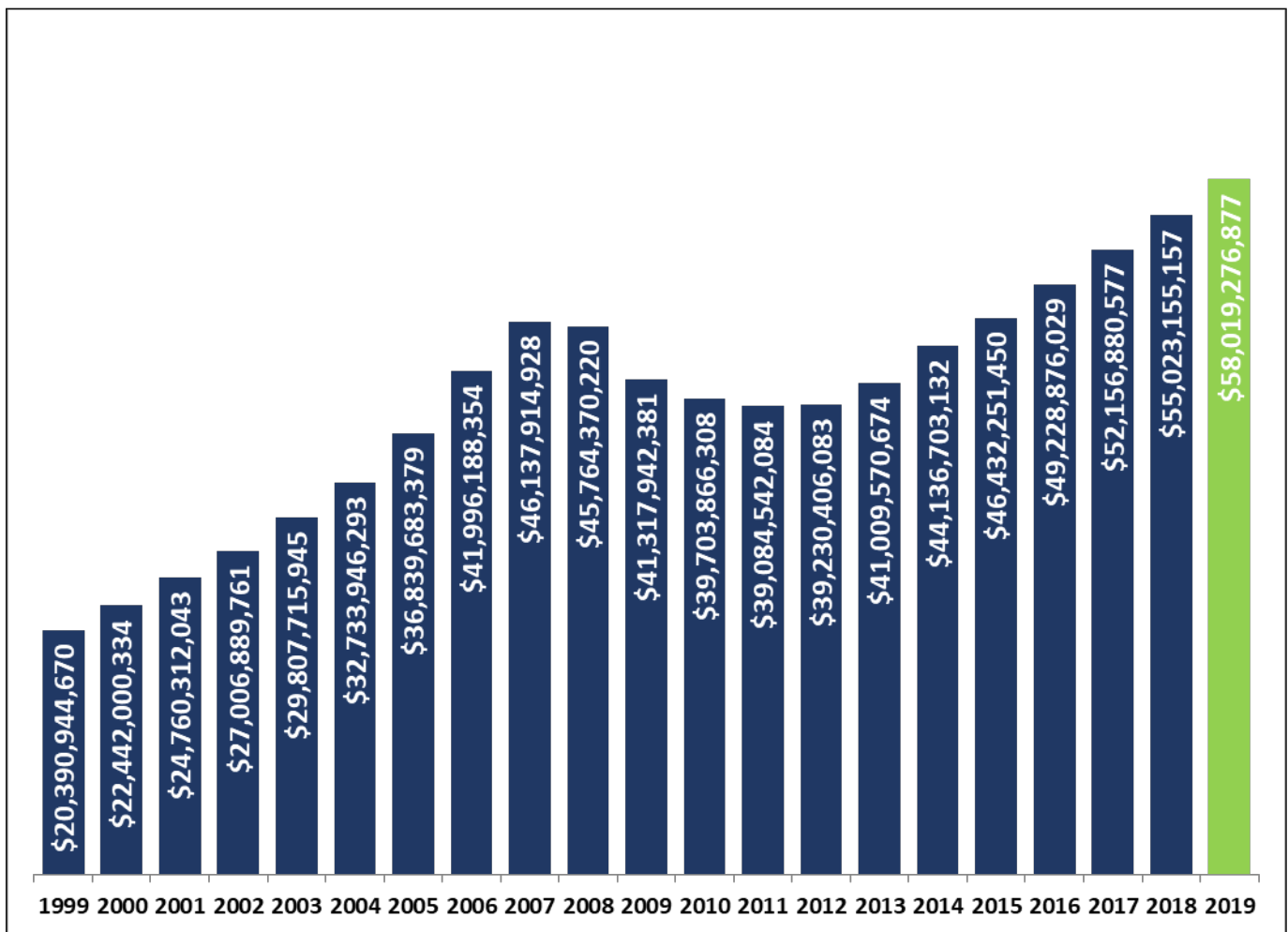
COUNTY ASSESSED VALUES AND GROWTH

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 FY2019/20 Property Assessment Roll of \$58 billion increased 5.4% or \$3 billion from the prior year's roll value and represents property ownership in Solano County as of January 1, 2019. This is the eighth 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 and short sales. 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 2020, the median home price in Solano County is \$460,000, up 4.9% or \$21,500 from the \$438,500 median home value in 2019.

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 148,649 parcels Countywide. As of July 2019, 8,907 of those parcels remain on Proposition 8 status, 2,213 parcels fewer than August 2018. 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, July 2019

BUILDING PERMITS IN SOLANO COUNTY

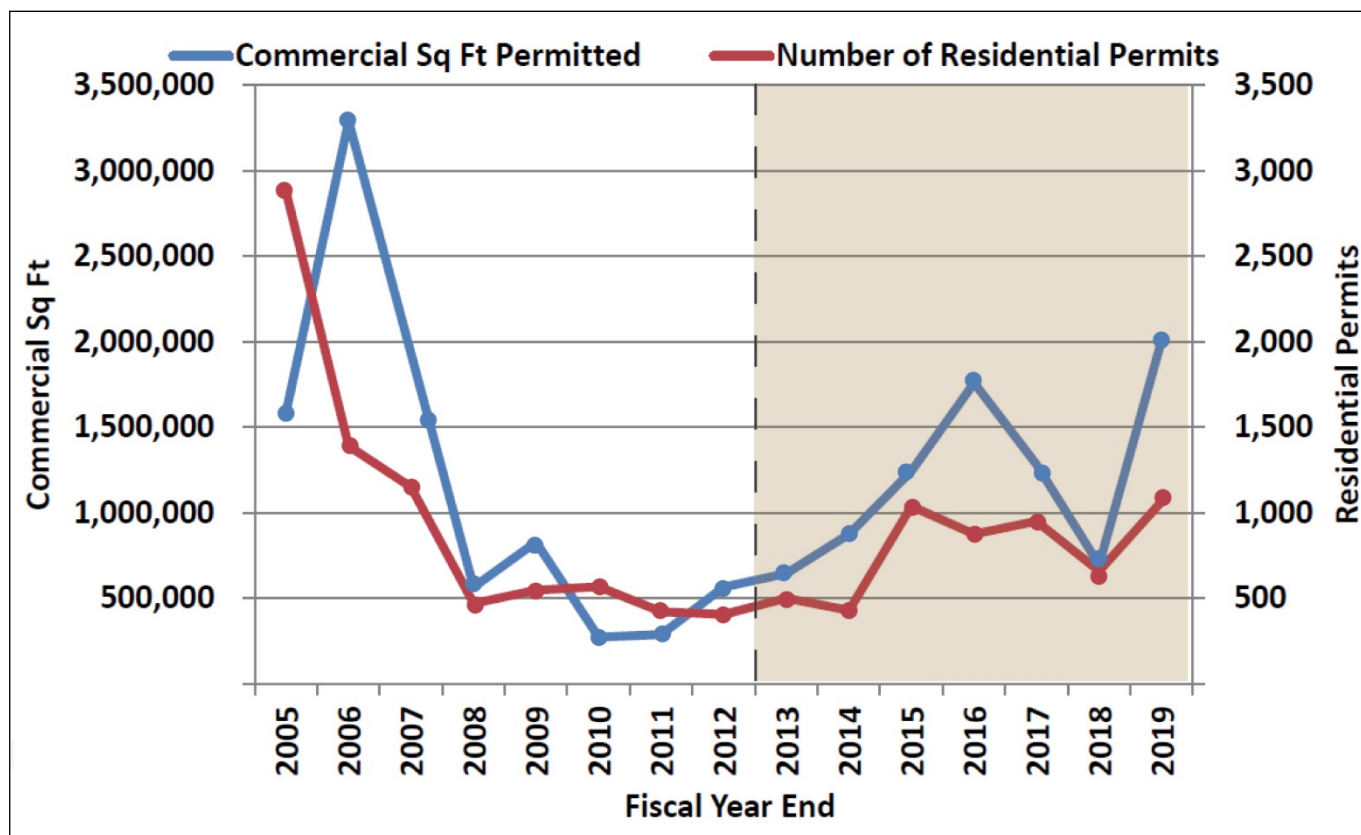
Per the *US Census Bureau for Construction Spending and 2019 Index of Economic and Community Progress*, building permits generally act as a leading indicator of economic activity, predicting the growth of construction jobs and the demand for raw materials to build residential and commercial units.

Approximately 2,010,200 square feet of new commercial space was permitted in the period of July 2018 to June 2019. There were 1,066 residential building permits issued, 927 of which were for single-family houses. Fairfield, Vacaville, and Dixon is where 81.2% of commercial permits were pulled. Fairfield, Vacaville, and Vallejo is where 81.9% of new housing permits were pulled for Solano County.

Residential Building permits in Solano County increased at a faster pace in FY2018/19, as did permitted, commercial square feet when compared to the previous fiscal year. As interest rates increased in FY2016/17 and FY2017/18, slower growth in permits seemed likely. As interest rates fell in 2019, a subsequent uptick in housing permits and permitted commercial square feet took place in FY2018/19. Economic development efforts also likely drove building activity, as did prospects for more jobs growth at the national and state levels.

The chart below indicates that building permits for both residential and commercial space rose in volume in FY2018/19 when compared to the previous fiscal year. Both commercial real estate and residential permit levels are likely to grow more slowly in FY2020/21 versus FY2019/20, even though construction was not restricted by social distancing policies related to the COVID-19 pandemic. Lower interest rates may help support more construction once constructive social policies are generally relaxed and if the outlook for 2021 (and beyond) is generally positive.

SOLANO COUNTY RESIDENTIAL AND COMMERCIAL BUILDING PERMITS, FISCAL YEARS 2004-2005 TO 2018-2019 / COMMERCIAL SQUARE FEET AND RESIDENTIAL UNITS PERMITTED



Sources U.S. Census Bureau & 2019 Index of Economic and Community Progress

2011 PUBLIC SAFETY REALIGNMENT AND ASSEMBLY BILL 109

Since the passage of Assembly Bill 109 (AB 109, Public Safety Realignment) in October 2011, the Solano County jail population had been increasing since 2019. As of May 12, 2020, the County jail was housing 54 parole violators (known as 3056 PC), 51 Post Release Community Supervision (PRCS) violators and 34 locally sentenced offenders (known as 1170 offenders), making up approximately one-third or 37.1% of the jail population. Due to the COVID-19 pandemic medical emergency and shelter at home, the state and local courts took emergency measures, and therefore, on May 12, 2020, the jail population was 374 inmates.

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, some convicted individuals are now serving sentences up to 10 years in local County jails rather than in State prisons.

To address the evolving inmate population because of realignment, the County increased capacity within the jail system and incorporated training programs into the jails. Training programs, like those offered at the Rourke Vocational Training Center at the Claybank / Stanton Correctional Facility in Fairfield, provides offenders with additional 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 mandated parole programs designed to reduce recidivism.

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

	Solano County Probation			Solano County Sheriff - Custody				Total
	PRCS	1170h PC	Adults	3056 PC	1170h PC	PRCS	Other	
March 1, 2018	384	98	2,565	52	104	48	560	3,811
March 1, 2019	413	100	2,373	46	65	56	583	3,636
March 1, 2020	407	82	2,309	54	34	51	578	3,515
Change from 2019	(6)	(18)	(64)	8	(31)	(5)	(5)	(121)
% Change	-1.0%	-21.9%	-0.27%	17.3%	-91.1%	-9.8%	-0.08%	-0.03%
Change from 2018	23	(16)	(256)	2	(70)	3	18	(296)
% Change	-0.05%	-1.9%	-11.1%	0.03%	-200.6%	0.06%	3.2%	-8.4%

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

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

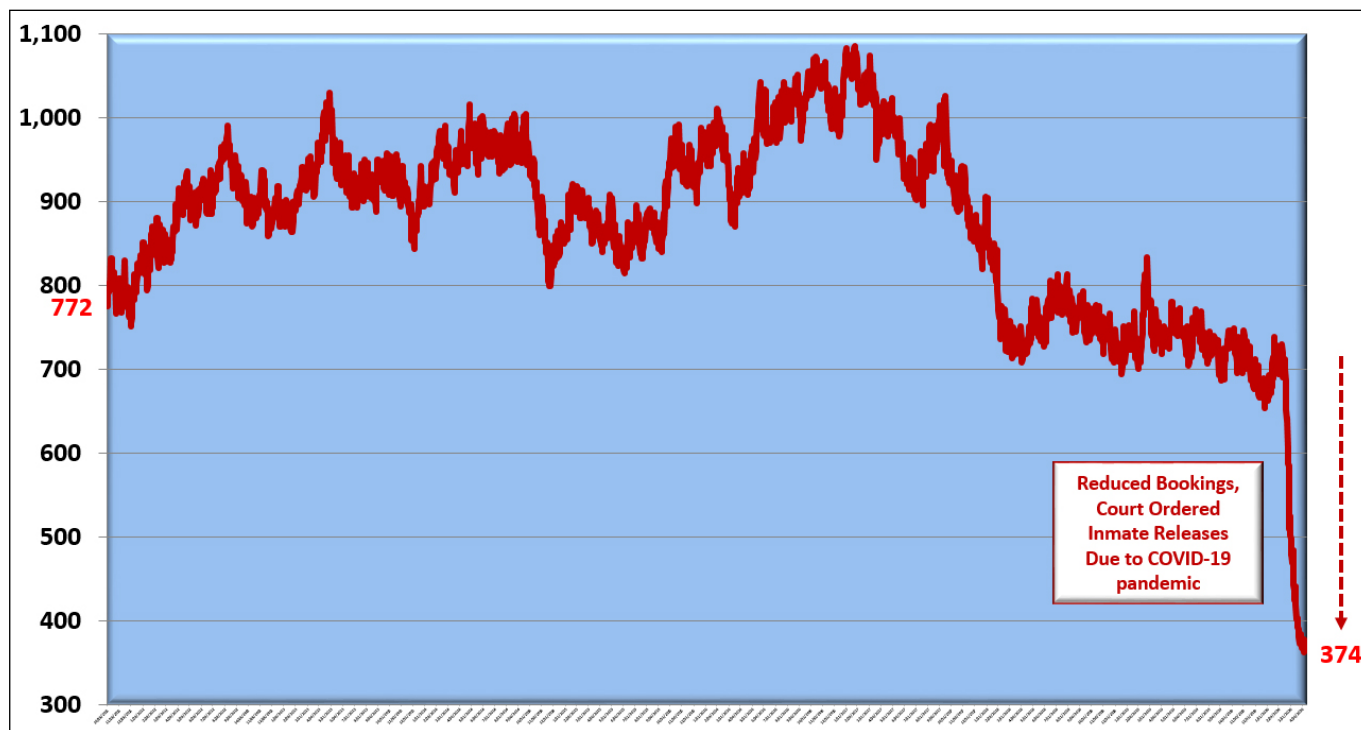
The passing of Proposition 57 (Prop 57) on November 8, 2016 allows for parole consideration for nonviolent felons and changed policy on juvenile prosecution in adult courts and authorizes sentence credits for rehabilitation, good behavior, and education. Prop 57 also permits the parole board to release 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, but these 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 offence alleged in the petition to have been committed by the minor.

The law appears to have influenced the Solano County jail population to date. There have been roughly ten transfer hearings and several concluded with the minor remaining in the juvenile court. All minors that are detained are 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 by the changes in the law and proceedings, as juvenile transfer hearings involve a great deal of investigation and expertise.

Solano County Statistical Profile
Birgitta E. Corsello, County Administrator

SNAPSHOT – JAIL POPULATION TREND, OCTOBER 1, 2011 – MAY 12, 2020



Source: Solano County Sheriff's Office

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 chart above, over the next nine and one-half years, the average daily jail population grew and contracted several times, with an average population in 2019 of 752, the steep decline in inmates starting in late February, early March 2020 is related to emergency measures taken by the state, local courts and the Sheriff to address increased concerns regarding the COVID-19 pandemic medical risks.

The long-term decrease pre-COVID-19 in the County's jail population over the past several years, (jail population peaking in 2016) can be attributed to many factors, including an increase in pre-trial releases; split sentencing by the Courts, reducing time served; implementation of the Humphrey Decision (January 2018), whereby judges may consider offender's ability to post bail and when appropriate, reduced bail amounts, bail alternatives and the reduction of leased jail beds (March 2018). The Solano County Sheriff continues to see an increase in the number of inmates requiring Administrative Separation (AdSep). Inmates requiring AdSep are more prone to disrupt jail operations and are therefore placed in a cell by themselves – a cell that would normally house two inmates.

The recent sharp decline in the inmate population starting in March 2020 is a combination of reduced bookings from the Superior Court and court ordered inmate releases due to the COVID-19 pandemic. As of May 12, 2020, the latest date the data is available, the Solano County jail population is 374 inmates. By contrast, this is 398 fewer inmates on average than when AB 109 jail population data was first collected, with a starting average jail population of 772 inmates.

PRINCIPAL TAX PAYERS

COUNTY OF SOLANO, CALIFORNIA			
Principal Taxpayers with over \$50,000,000 in Assessed Value for FY2019-20			
Principal Property Tax Payers	Business Type	Assessed Value	Tax Obligation
VALERO REFINING COMPANY	Energy	\$933,854,261	\$11,119,238
GENENTECH INC	Manufacturing	\$819,767,486	\$9,835,833
PACIFIC GAS & ELECTRIC CO	Utility	\$772,926,667	\$13,159,762
ANHEUSER-BUSCH LLC	Manufacturing	\$308,580,840	\$3,510,339
SACRAMENTO MUNICIPAL UTIL DIST	Energy	\$196,291,448	\$2,090,210
STAR-WEST SOLANO LLC	REITS and Finance	\$191,419,362	\$2,172,468
CALIFORNIA NORTHERN RAILROAD	Transportation	\$174,430,642	\$2,415,607
PW FUND A LP	Transportation	\$169,626,685	\$2,068,433
INVITATION HOMES INC	Manufacturing	\$166,270,355	\$2,150,592
SHILOH WIND PROJECT II LLC	Energy	\$144,595,800	\$1,542,259
ICON OWNER POOL 1 SF N-B P LLC	Transportation	\$141,590,720	\$1,688,839
SHILOH III WIND PROJECT	Energy	\$140,789,800	\$1,501,664
COLONY STARWOOD HOMES	Manufacturing	\$117,093,279	\$1,489,425
SHILOH IV WIND PROJECT LLC	Energy	\$113,462,700	\$1,210,193
CPG FINANCE II LLC	Commercial Sales and Service	\$110,231,574	\$1,494,447
GATEWAY 80 OWNER LP	Warehouse	\$102,000,000	\$1,233,678
NT DUNHILL I LLC	Real Estate	\$99,210,847	\$1,386,709
ALZA CORPORATION	Manufacturing	\$97,061,474	\$1,162,288
MEYER COOKWARE INDUSTRIES INC	Distribution / Manufacturing	\$93,692,125	\$1,106,641
APS WEST COAST INC	Automotive	\$93,017,853	\$1,107,747
SHILOH I WIND PROJECT LLC	Energy	\$92,164,357	\$983,025
PARK MANAGEMENT CORP	Theme Parks	\$91,348,685	\$1,169,103
SFP, L.P.	Energy	\$90,003,581	\$1,296,535
NORTH POINTE APARTMENTS LLC	Real Estate	\$87,229,922	\$1,051,703
CENTRO WATT PROPERTY OWNER II	Commercial Sales and Service	\$85,398,022	\$1,156,742
NEXTERA ENERGY MONTZMA II WIND	Energy	\$84,258,000	\$898,696
DBA AT&T CALIFORNIA	Utility	\$82,815,764	\$1,293,733
CORDELIA WINERY LLC	Distribution / Manufacturing	\$78,794,137	\$894,546
HIGH WINDS LLC	Energy	\$77,673,193	\$828,462
KAISER FOUNDATION HOSPITALS	Health Care	\$73,452,434	\$1,018,132
BALL METAL BEVERAGE CONT CORP	Distribution / Manufacturing	\$67,158,468	\$714,341
WRPV XIII BV VALLEJO LLC	Real Estate	\$64,461,500	\$939,541
JDM 111 2600 NAPA LLC	Warehouse	\$64,203,084	\$694,853
PRIME ASCOT LP	Real Estate	\$62,910,591	\$1,190,899
WAL-MART REAL ESTATE BUS TRUST	Real Estate	\$61,315,841	\$709,245
STATE COMPENSATION INSRN FUND	Insurance	\$59,870,672	\$766,863
GPT FERMI DRIVE OWNER LP	Warehouse	\$59,000,000	\$668,267
SEQUOIA EQUITIES-RIVER OAKS	Real Estate	\$58,962,391	\$710,115
SRGMF III WEST TEXAS FF LLC	Real Estate	\$58,746,577	\$678,684
N/A ROLLING OAKS-88 LP	Real Estate	\$58,707,493	\$678,773
NORTH VILLAGE DEVELOPMENT INC	Home Builder	\$54,174,188	\$724,315
THE CLOROX INTERNATIONAL CO	Manufacturing	\$50,359,955	\$542,982
*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		\$6,548,922,773	\$83,055,927

Source: County of Solano, Tax Collector/County Clerk, March 2020

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PURPOSE

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

LEGAL BASIS

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

FORMS

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

PERMISSION TO DEVIATE

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

FUNDS AND ACCOUNTS

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

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, Department of Information Technology, Risk Management)

BASIS OF ACCOUNTING/BUDGETING

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

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

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

Budget Construction & Legal Requirements

LEGAL DUTIES AND DEADLINES

State Controller (Government Code §29005)

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

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

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

All County Officials (Government Code §29040)

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

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

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

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

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

COUNTY STRATEGIC PLAN IMPLEMENTATION

The FY2020/21 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 including 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

- 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

Due to uncertainties in FY2020/21 budget assumptions as a result of COVID-19, we are altering the budget process as follows: The FY2020/21 Preliminary Recommended Budget Hearings will commence Thursday, June 25, 2020 and continue for a period not to exceed 14 calendar days. During the Preliminary Recommended Budget Hearings, the Board will be asked to approve and authorize spending within the Preliminary Recommended Budget, subject to supplemental budget adjustments which will be incorporated in the final budget adopted in the Fall 2020. Given the potential impacts of COVID-19, the supplemental budget process will allow departments time to determine any necessary changes to the Preliminary Recommended Budget resulting from COVID-19 and bring this forward in a Supplemental Budget. Following the issuance of the FY2020/21 Supplemental Budget no later than September 8th which will include any necessary adjustments to the Preliminary Recommended Budget, the Board will commence Adopted Budget Hearings in September, and the conclusion of which, will approve the Adopted Budget.

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 FY2020/21

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 FY2020/21 Net County Cost or General Fund (GF) Contribution to programs will not exceed their FY2019/20 Midyear projection where possible and have no new programs or positions unless revenue-offset.
2. Labor Costs: The County has successfully completed negotiations with all labor units during FY2019/20. The resulting Memorandum's of Understanding (MOU) with all labor units include wage increase which are reflected in the FY2020/21 Recommended Budget. The County anticipates continued increases in PERS employer rate effective FY2020/21, with significant increases in the future resulting from COVID-19. 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

Budget Construction & Legal Requirements

“Mission Critical” position is defined as “a position that provides essential life, safety and/or public health services to the community or required to be filled by the County to avoid liability and to limit impairment or disruption to the delivery of mandated services.”

3. Contributions to Outside Organizations: The Budget should not include contributions to outside organizations not controlled by the Board, such as the State Courts, unless the organization is carrying out a priority of the Board based on the community's needs.
4. Maximize the Board's Discretion: Wherever legally possible, revenues are to be treated as discretionary resources, rather than as dedicated to a particular program or service. The goal is to give the Board as much flexibility as possible in allocating resources to local priorities, including the Goals and Objectives outlined in the County Strategic Plan. To the extent allowed by law, existing programs or activities should be funded with dedicated funding sources. This will free up scarce discretionary resources to fund Board priorities.
5. Pursuit of New Revenues: Pursue additional revenue sources to the fullest extent possible for all services; and, for fee-setting purposes, identify total cost (including indirect costs) to enable full recovery of all costs associated with the service provided when allowed by law and economic/market considerations.
6. Discretionary Programs: Do not recommend new discretionary programs unless the programs are stated Board priorities, are fully funded by non-General Fund sources in FY2020/21 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 \$46.3 million which is currently 49% of the target Reserve of \$93.7 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 FY2005/06 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 County Administrator's Office (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.

Budget Construction & Legal Requirements

4. Unanticipated Accrued Leave Payoffs. During the budget year, Departments may have employees retire/terminate that were not factored in the Accrued Leave Payoff calculation. Departments should consult with the CAO to determine the most appropriate funding strategy.
 - a. General Fund Departments or Departments that receive a General Fund Contribution should determine if sufficient appropriations are available in their budget to absorb the payoff, and, if not, work with the CAO to determine the appropriate level of funding from the **General Fund Balance for Accrued Leave Payoff** as indicated above in 3. c. or General Fund Contingency. These actions require a 4/5 vote of the Board.
 - b. Non-General Fund Departments or Departments that do not receive General Fund Contributions will need to determine if their respective program has sufficient appropriations or contingencies to support the Accrued Leave Payoff and should adjust their budget accordingly at 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 FY2020/21 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 commensurate with the inherent risks being managed

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

Debt Policy

The County Administrator's Office maintains a Debt Advisory Committee, consisting of the Assistant County Administrator 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.

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- ii. Implementation of new programs, not fully operational, that are not fully revenue-offset, will be subject to further CAO review and recommendation to the Board.
- iii. Purchase of equipment will be selectively deferred and reviewed annually. Funding source and impact on service delivery will be considered in implementing the deferral.
- iv. Voluntary Time Off (VTO) is available to employees only during periods designated by the Board of Supervisors as times of economic hardship. Under this program, the department head may grant a permanent employee voluntary time off with the right to return to the same position according to the provisions outlined in the policy. The employee will be granted VTO in the form of personal unpaid leave of absence without pay as an alternative method of reducing County costs. Based on the economic hardship due to the COVID-19 emergency, this program is effective July 1, 2020 until December 31, 2020.

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.

Due to Increasing Salaries and Employee 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 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 for any new additional positions to be added during the fiscal year.

1. Duration

This Policy will be in effect for FY2020/21 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 ongoing 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 to 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.

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- 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.
- 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 Employee 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 Employee 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 the County Administrator.
- 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.

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- 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.

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.
- Authorize the Auditor-Controller, in consultation with the County Administrator, to carry forward Board-approved unspent grant appropriations into subsequent years to facilitate the accounting and management of multi-year grants.
- 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.
- Direct the Auditor-Controller, with the County Administrator's recommendation and approval, to:
 - As part of FY2019/20 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 FY2019/20 closeout, if the Midyear projection of Fund Balance for the General Fund is not met (estimated at \$24.7 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 FY2020/21 by the amount short of the projection.
 - As part of the FY2019/20 closeout, authorize the Auditor-Controller, with the County Administrator's approval, to transfer available Accrued Leave Payoff funds appropriated in the General Expenditures Budget to any Department/Fund which has incurred unanticipated accrued leave payoff costs which cannot be covered within existing Department budget appropriations.
 - As may be authorized by the Board of Supervisors following Budget Hearing deliberations:

Increase Deferred Maintenance/Capital Renewal, and CalPERS Reserves as recommended by the County Administrator based on excess year end fund balance not otherwise budgeted. (Reference Schedule 4)

If the amount of the General Fund's Year-end Fund Balance at June 30, 2020, exceeds the Midyear projections for FY2019/20, the County Administrator is authorized to direct the Auditor-Controller to increase unrestricted Fund Balance to finance the gap between revenues and expenditures for FY2020/21 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 \$4 million to General Fund Reserves.
 - Any amount up to \$5 million to the CalPERS Reserves and/or 115 Trust.

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.

Listed below are actions delegated to the Chief Information Officer:

- Authority to adopt countywide 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.
- Approval of all automation hardware and software purchases to ensure conformity with established information technology (IT) standards, procedures and policies through automated purchase order workflow model.
- Approval of all software license agreements for applications previously approved through established County Purchasing Policies.
- Approval of all end-user license agreements for applications previously approved through established County Purchasing Policies.
- Approval of all software escrow agreements for applications previously approved through established County Purchasing Policies.
- Approval of all work orders for IT contractors, up to \$75,000, and within annual appropriations of the Department of Information Technology (DoIT).
- Approval of all agreements for communications services, up to \$75,000, within annual appropriations of DoIT.
- Approval of annual software maintenance agreements and hardware maintenance agreements for acquisitions previously approved by the Board and within annual appropriations of DoIT.
- Approval of appropriation transfers within the Department between fixed assets and services and supplies for the acquisition of hardware and software and within annual appropriations of DoIT.
- Approval of all hardware and software acquisitions, up to \$75,000, as well as substitutions of like or similar technology products included in County departments budgeted fixed assets, and within Board approved annual appropriations.

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
FY2020/21

FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
	FUND BALANCE AVAILABLE 06/30/2020 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
GOVERNMENTAL FUNDS							
GENERAL FUND	24,690,144	10,322,145	259,757,126	294,769,415	294,769,415	0	294,769,415
SPECIAL REVENUE FUNDS	79,121,865	3,956,349	738,315,778	821,393,992	817,406,941	3,987,051	821,393,992
CAPITAL PROJECT FUNDS	(3,054,477)	0	25,478,922	22,424,445	22,424,445	0	22,424,445
DEBT SERVICE FUNDS	11,297	0	16,561,481	16,572,778	12,632,073	3,940,705	16,572,778
TOTAL GOVERNMENTAL FUNDS	100,768,829	14,278,494	1,040,113,307	1,155,160,630	1,147,232,874	7,927,756	1,155,160,630
OTHER FUNDS							
INTERNAL SERVICE FUNDS	0	4,489,988	56,973,703	61,463,691	61,463,691	0	61,463,691
ENTERPRISE FUNDS	0	16,888	2,330,941	2,347,829	1,994,763	353,066	2,347,829
SPECIAL DISTRICTS AND OTHER AGENCIES	0	135,753	778,588	914,341	914,341	0	914,341
TOTAL OTHER FUNDS	0	4,642,629	60,083,232	64,725,861	64,372,795	353,066	64,725,861
TOTAL ALL FUNDS	100,768,829	18,921,123	1,100,196,539	1,219,886,491	1,211,605,669	8,280,822	1,219,886,491

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

**COUNTY OF SOLANO
SCHEDULE 2
GOVERNMENTAL FUNDS SUMMARY
FY2020/21**

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2020 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	24,690,144	10,322,145	259,757,126	294,769,415	294,769,415	0	294,769,415
	TOTAL GENERAL FUND	24,690,144	10,322,145	259,757,126	294,769,415	294,769,415	0	294,769,415
SPECIAL REVENUE FUNDS								
004	COUNTY LIBRARY	18,397,122	0	23,235,133	41,632,255	40,632,255	1,000,000	41,632,255
012	FISH/WILDLIFE PROPAGATION	31,000	0	4,506	35,506	35,506	0	35,506
016	PARKS AND RECREATION	309,850	0	2,044,546	2,354,396	2,354,396	0	2,354,396
035	JH REC HALL - WARD WELFARE	121,787	0	5,069	126,856	126,856	0	126,856
036	LIBRARY ZONE 1	226,185	0	1,804,588	2,030,773	2,030,773	0	2,030,773
037	LIBRARY ZONE 2	0	0	46,843	46,843	46,843	0	46,843
066	LIBRARY ZONE 6	0	0	21,249	21,249	21,249	0	21,249
067	LIBRARY ZONE 7	637	0	518,250	518,887	518,887	0	518,887
101	ROAD	7,111,404	0	28,844,885	35,956,289	35,956,289	0	35,956,289
105	HOUSING REHABILITATION	37,151	0	145	37,296	37,296	0	37,296
120	HOMEACRES LOAN PROGRAM	1,938,777	0	18,925	1,957,702	1,957,702	0	1,957,702
150	HOUSING & URBAN DEVELOPMENT	0	0	2,600,000	2,600,000	2,600,000	0	2,600,000
151	FIRST 5 FUTURE INITIATIVE	324,521	0	1,836,250	2,160,771	2,160,771	0	2,160,771
152	IN HOME SUPP SVCS-PUBLIC AUTH	0	0	19,449,890	19,449,890	19,449,890	0	19,449,890
153	FIRST 5 SOLANO	2,236,604	0	4,184,175	6,420,779	6,420,779	0	6,420,779
215	RECORDER SPECIAL REVENUE	9,916,012	0	789,902	10,705,914	10,705,914	0	10,705,914
216	AAA NAPA/SOLANO	0	0	3,174,136	3,174,136	3,174,136	0	3,174,136
228	LIBRARY - FRIENDS & FOUNDATION	138,581	0	148,000	286,581	286,581	0	286,581
233	DISTRICT ATTORNEY SPECIAL REV	4,116,945	0	324,120	4,441,065	4,441,065	0	4,441,065
241	CIVIL PROCESSING FEES	466,785	0	156,206	622,991	622,991	0	622,991
253	SHERIFF'S ASSET SEIZURE	201,566	0	2,143	203,709	203,709	0	203,709
256	SHERIFF OES	6,135	0	1,205,254	1,211,389	1,211,389	0	1,211,389
263	CJ TEMP CONSTRUCTION	1,086,461	0	302,912	1,389,373	1,389,373	0	1,389,373
264	CRTHSE TEMP CONST	261,615	0	299,674	561,289	561,289	0	561,289
278	PUBLIC WORKS IMPROVEMENT	558,249	0	471,856	1,030,105	1,030,105	0	1,030,105

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

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2020 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
281	SURVEY MONUMENT PRESERVATION	73,605	0	10,255	83,860	83,860	0	83,860
282	COUNTY DISASTER	48,104	0	6,018	54,122	54,122	0	54,122
296	PUBLIC FACILITIES FEES	30,286,358	0	5,714,460	36,000,818	36,000,818	0	36,000,818
326	SHERIFF - SPECIAL REVENUE	426,010	0	1,025,570	1,451,580	1,451,580	0	1,451,580
369	CHILD SUPPORT SERVICES	243,161	0	13,594,085	13,837,246	13,837,246	0	13,837,246
390	TOBACCO PREVENTION & EDUCATION	825	0	823,487	824,312	824,312	0	824,312
900	PUBLIC SAFETY	0	0	225,418,225	225,418,225	225,418,225	0	225,418,225
901	C M F CASES	0	0	450,000	450,000	450,000	0	450,000
902	HEALTH & SOCIAL SERVICES	0	0	370,202,812	370,202,812	367,215,761	2,987,051	370,202,812
903	WORKFORCE DEVELOPMENT BOARD	1,514	0	5,990,337	5,991,851	5,991,851	0	5,991,851
905	COUNTY LOCAL REVENUE FUND 2011	69,910	0	150,000	219,910	219,910	0	219,910
906	MHSA	484,991	3,956,349	23,441,872	27,883,212	27,883,212	0	27,883,212
	TOTAL SPECIAL REVENUE FUNDS	79,121,865	3,956,349	738,315,778	821,393,992	817,406,941	3,987,051	821,393,992
	CAPITAL PROJECT FUNDS							
006	CAPITAL OUTLAY	1,794,142	0	17,528,407	19,322,549	19,322,549	0	19,322,549
106	PUBLIC ARTS PROJECTS	3,713	0	3,617	7,330	7,330	0	7,330
107	FAIRGROUNDS DEVELOPMENT PROJ	(4,852,332)	0	7,946,898	3,094,566	3,094,566	0	3,094,566
	TOTAL CAPITAL PROJECT FUNDS	(3,054,477)	0	25,478,922	22,424,445	22,424,445	0	22,424,445
	DEBT SERVICE FUNDS							
306	PENSION DEBT SERVICE	0	0	8,722,840	8,722,840	4,782,135	3,940,705	8,722,840
332	GOVERNMENT CENTER DEBT SERVICE	0	0	7,376,153	7,376,153	7,376,153	0	7,376,153
336	2013 COP ANIMAL CARE PROJECT	11,297	0	462,488	473,785	473,785	0	473,785
	TOTAL DEBT SERVICE FUNDS	11,297	0	16,561,481	16,572,778	12,632,073	3,940,705	16,572,778
TOTAL GOVERNMENTAL FUNDS		100,768,829	14,278,494	1,040,113,307	1,155,160,630	1,147,232,874	7,927,756	1,155,160,630

APPROPRIATIONS LIMIT
(2020/21)

APPROPRIATIONS LIMIT 717,871,965

APPROPRIATIONS SUBJECT TO LIMIT 196,461,090

State of California Schedule 3
Fund Balance - Governmental Funds

COUNTY OF SOLANO
SCHEDULE 3
FUND BALANCE - GOVERNMENTAL FUNDS
FY2020/21

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2020 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2020 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
GENERAL FUND						
001	GENERAL FUND	173,555,910	500,000	148,365,766	0	24,690,144
TOTAL GENERAL FUND		173,555,910	500,000	148,365,766	0	24,690,144
SPECIAL REVENUE FUNDS						
004	COUNTY LIBRARY	20,933,555	300,000	2,236,433	0	18,397,122
012	FISH/WILDLIFE PROPAGATION	36,010	0	5,010	0	31,000
016	PARKS AND RECREATION	310,300	0	450		309,850
035	JH REC HALL - WARD WELFARE	121,787	0	0	0	121,787
036	LIBRARY ZONE 1	226,185	0	0	0	226,185
067	LIBRARY ZONE 7	637	0	0	0	637
101	ROAD	11,459,965	1,500,000	2,848,561	0	7,111,404
105	HOUSING REHABILITATION	1,087,123	0	1,049,972	0	37,151
120	HOMEACRES LOAN PROGRAM	2,231,467	0	292,690	0	1,938,777
151	FIRST 5 FUTURE INITIATIVE	424,521	100,000	0	0	324,521
153	FIRST 5 SOLANO	9,326,331	0	7,089,727	0	2,236,604
215	RECORDER SPECIAL REVENUE	9,916,012	0	0	0	9,916,012
228	LIBRARY - FRIENDS & FOUNDATION	138,581	0	0	0	138,581
233	DISTRICT ATTORNEY SPECIAL REV	4,321,529	0	204,584	0	4,116,945
241	CIVIL PROCESSING FEES	1,154,842	0	688,057	0	466,785
253	SHERIFF'S ASSET SEIZURE	201,566	0	0	0	201,566
256	SHERIFF OES	6,135	0	0	0	6,135
263	CJ TEMP CONSTRUCTION	1,086,461	0	0	0	1,086,461
264	CRTHSE TEMP CONST	261,615	0	0	0	261,615
278	PUBLIC WORKS IMPROVEMENT	580,044	0	21,795	0	558,249
281	SURVEY MONUMENT PRESERVATION	73,605	0	0	0	73,605
282	COUNTY DISASTER	48,104	0	0	0	48,104

State of California Schedule 3
Fund Balance - Governmental Funds

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2020 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2020 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
296	PUBLIC FACILITIES FEES	33,678,433	0	3,392,075	0	30,286,358
323	COUNTY LOW/MOD HSNG SET ASIDE	1,700,000	0	1,700,000	0	0
326	SHERIFF - SPECIAL REVENUE	426,010	0	0	0	426,010
369	CHILD SUPPORT SERVICES	243,161	0	0	0	243,161
390	TOBACCO PREVENTION & EDUCATION	1,020	0	195	0	825
900	PUBLIC SAFETY	516,529	500,000	16,529	0	0
902	HEALTH & SOCIAL SERVICES	22,652,547	0	22,652,547	0	0
903	WORKFORCE DEVELOPMENT BOARD	2,134	0	620	0	1,514
905	COUNTY LOCAL REVENUE FUND 2011	69,910	0	0	0	69,910
906	MHSA	28,579,918	0	28,094,927	0	484,991
TOTAL SPECIAL REVENUE FUNDS		151,816,037	2,400,000	70,294,172	0	79,121,865
CAPITAL PROJECT FUNDS						
006	CAPITAL OUTLAY	3,794,142	2,000,000	0	0	1,794,142
106	PUBLIC ARTS PROJECTS	3,713	0	0	0	3,713
107	FAIRGROUNDS DEVELOPMENT PROJ	(4,852,332)	0	0	0	(4,852,332)
TOTAL CAPITAL PROJECT FUNDS		(1,054,477)	2,000,000	0	0	(3,054,477)
DEBT SERVICE FUNDS						
306	PENSION DEBT SERVICE	9,093,463	0	740,995	8,352,468	0
332	GOVERNMENT CENTER DEBT SERVICE	2,778,896	0	0	2,778,896	0
336	2013 COP ANIMAL CARE PROJECT	45,945	0	0	34,648	11,297
TOTAL DEBT SERVICE FUNDS		11,918,304	0	740,995	11,166,012	11,297
TOTAL GOVERNMENTAL FUNDS		336,235,774	4,900,000	219,400,933	11,166,012	100,768,829

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

COUNTY OF SOLANO
SCHEDULE 4
OBLIGATED FUND BALANCES - BY GOVERNMENTAL FUNDS
FY2020/21

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2020	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2020/21
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
001	GENERAL FUND						
	GENERAL						
	General Reserve	46,749,590	437,145				46,312,445
	Non-Spendable - LT Receivable	13,411,272					13,411,272
	Non-Spendable - Inventory	21,336					21,336
	Committed - Unfunded Employee Leave Payoff	6,369,399	1,500,000				4,869,399
	Committed - Capital Renewal Reserve	21,971,703	6,385,000				15,586,703
	Committed - Employer PERS Rate Increase	17,169,119	2,000,000				15,169,119
	Committed - PARS 115	31,356,073					31,356,073
	Committed - Housing/SB375	1,551,689					1,551,689
	Committed - Property Tax System Replacement	9,759,455					9,759,455
	Assigned - Imprest Cash	6,130					6,130
	FUND TOTAL	148,365,766	10,322,145		0		138,043,621
	TOTAL GENERAL FUND	148,365,766	10,322,145	0	0	0	138,043,621
004	SPECIAL REVENUE FUNDS						
	COUNTY LIBRARY						
	General Reserve	2,234,258			1,000,000		3,234,258
	Assigned - Imprest Cash	2,175					2,175
	FUND TOTAL	2,236,433			1,000,000		3,236,433
012	FISH/WILDLIFE PROPAGATION FUND						
	General Reserve	5,010					5,010
016	PARKS AND RECREATION						
	Assigned - Imprest Cash	450					450
101	ROAD						
	General Reserve	2,622,134					2,622,134
	Non-Spendable - Inventory	226,427					226,427
	FUND TOTAL	2,848,561					2,848,561
105	HOME INVESTMENT PARTNERSHIP						
	Non-Spendable - LT Receivable	1,049,972					1,049,972
120	HOMEACRES LOAN PROGRAM						
	Non-Spendable - LT Receivable	291,860					291,860
	General Reserve	830					830
	FUND TOTAL	292,690					292,690
153	FIRST 5 SOLANO						
	General Reserve	7,089,727					7,089,727
233	DISTRICT ATTORNEY SPECIAL REV						
	General Reserve	204,584					204,584

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

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2020	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2020/21
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
241	CIVIL PROCESSING FEES						
	General Reserve	688,057					688,057
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	195					195
900	PUBLIC SAFETY						
	Assigned - Imprest Cash	6,150					6,150
	Assigned - Imprest Account Debit Card	10,379					10,379
	FUND TOTAL	16,529					16,529
902	HEALTH & SOCIAL SERVICES						
	Non-Spendable - LT Receivable	300,000					300,000
	Non-Spendable - Inventory	8,318					8,318
	Assigned - Imprest Cash	4,090					4,090
	Assigned - Imprest Account Debit Card	23,534					23,534
	Assigned - Whole Person Care	292,062					292,062
	Restricted - IGT Public Health	18,314,091			2,987,051		21,301,142
	Restricted - Perm Sup Housing	1,000,000					1,000,000
	Restricted - Mental Health	2,710,452					2,710,452
	FUND TOTAL	22,652,547			2,987,051		25,639,598
903	WORKFORCE INVESTMENT BOARD						
	Assigned - Imprest Cash	620					620
906	MENTAL HEALTH SERVICES ACT						
	General Reserve	28,094,927	3,956,349				24,138,578
	TOTAL SPECIAL REVENUE FUNDS	70,294,172	3,956,349	0	3,987,051	0	70,324,874
	DEBT SERVICE FUNDS						
306	PENSION DEBT SERVICE						
	Non-Spendable - LT Receivable	740,995					740,995
	Assigned - Debt Requirement	8,352,468			3,940,705		12,293,173
	FUND TOTAL	9,093,463			3,940,705		13,034,168
332	GOVERNMENT CENTER DEBT SERVICE						
	Assigned - Debt Requirement	2,778,896					2,778,896
336	2013 COP ANIMAL CARE						
	Restricted - Debt Financing	34,648					34,648
	TOTAL DEBT SERVICE FUNDS	11,907,007	0	0	3,940,705	0	15,847,712
	TOTAL GOVERNMENTAL FUNDS	230,566,945	14,278,494	0	7,927,756	0	224,216,207

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
FY2020/21

DESCRIPTION	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
SUMMARIZATION BY SOURCE				
TAXES	193,337,102	197,724,239	204,649,321	3.5%
LICENSES, PERMITS & FRANCHISE	8,402,166	8,201,068	8,347,653	1.8%
FINES, FORFEITURES & PENALTY	4,783,006	3,460,510	3,458,232	(0.1%)
REVENUE FROM USE OF MONEY/PROP	9,100,253	6,086,056	3,731,818	(38.7%)
INTERGOVERNMENTAL REVENUES	399,657,262	435,537,766	458,776,576	5.3%
CHARGES FOR SERVICES	108,885,879	109,702,867	114,532,034	4.4%
MISC REVENUES	13,788,003	12,392,395	15,641,800	26.2%
OTHER FINANCING SOURCES	200,785,461	218,779,326	230,975,873	5.6%
TOTAL SUMMARIZATION BY SOURCE	938,739,132	991,884,227	1,040,113,307	4.9%
SUMMARIZATION BY FUND				
001 GENERAL FUND	260,852,051	257,396,952	259,757,126	0.9%
004 COUNTY LIBRARY	22,293,927	21,988,487	23,235,133	5.7%
012 FISH/WILDLIFE PROPAGATION	7,575	2,366	4,506	90.4%
016 PARKS AND RECREATION	1,729,906	1,904,930	2,044,546	7.3%
035 JH REC HALL - WARD WELFARE	2,565	9,525	5,069	(46.8%)
036 LIBRARY ZONE 1	1,705,053	1,544,633	1,804,588	16.8%
037 LIBRARY ZONE 2	46,341	47,902	46,843	(2.2%)
066 LIBRARY ZONE 6	20,986	21,732	21,249	(2.2%)
067 LIBRARY ZONE 7	485,192	505,022	518,250	2.6%
101 ROAD	20,538,792	27,230,951	28,844,885	5.9%
105 HOUSING REHABILITATION	700	1,206	145	(88.0%)
110 MICROENTERPRISE BUSINESS	47	0	0	0.0%
120 HOMEACRES LOAN PROGRAM	90,903	24,000	18,925	(21.1%)
150 HOUSING & URBAN DEVELOPMENT	2,295,884	2,400,000	2,600,000	8.3%
151 FIRST 5 FUTURE INITIATIVE	1,152,315	746,560	1,836,250	146.0%
152 IN HOME SUPP SVCS-PUBLIC AUTH	16,203,279	20,171,411	19,449,890	(3.6%)
153 FIRST 5 SOLANO	4,880,606	4,447,036	4,184,175	(5.9%)

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

DESCRIPTION	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
215 RECORDER SPECIAL REVENUE	801,165	799,500	789,902	(1.2%)
216 AAA NAPA/SOLANO	1,807,924	3,067,003	3,174,136	3.5%
228 LIBRARY - FRIENDS & FOUNDATION	144,972	146,700	148,000	0.9%
233 DISTRICT ATTORNEY SPECIAL REV	982,518	302,000	324,120	7.3%
241 CIVIL PROCESSING FEES	179,602	165,790	156,206	(5.8%)
253 SHERIFF'S ASSET SEIZURE	163,577	1,500	2,143	42.9%
254 MENTALLY ILL CRIME OFFENDER	316,303	0	0	0.0%
256 SHERIFF OES	1,079,923	1,190,966	1,205,254	1.2%
263 CJ TEMP CONSTRUCTION	406,383	387,108	302,912	(21.8%)
264 CRTHSE TEMP CONST	389,958	375,961	299,674	(20.3%)
278 PUBLIC WORKS IMPROVEMENT	509,996	550,000	471,856	(14.2%)
281 SURVEY MONUMENT PRESERVATION	10,638	11,500	10,255	(10.8%)
282 COUNTY DISASTER	829,235	24,169	6,018	(75.1%)
296 PUBLIC FACILITIES FEES	9,631,623	5,832,911	5,714,460	(2.0%)
326 SHERIFF - SPECIAL REVENUE	930,530	986,841	1,025,570	3.9%
369 CHILD SUPPORT SERVICES	12,433,612	12,608,860	13,594,085	7.8%
390 TOBACCO PREVENTION & EDUCATION	441,787	801,423	823,487	2.8%
900 PUBLIC SAFETY	195,608,774	211,780,884	225,418,225	6.4%
901 C M F CASES	442,002	450,000	450,000	0.0%
902 HEALTH & SOCIAL SERVICES	316,324,085	351,478,671	370,202,812	5.3%
903 WORKFORCE DEVELOPMENT BOARD	5,946,465	5,889,115	5,990,337	1.7%
905 COUNTY LOCAL REVENUE FUND 2011	84,574	95,844	150,000	56.5%
906 MHSA	20,343,751	20,919,206	23,441,872	12.1%
006 CAPITAL OUTLAY	18,893,379	11,648,741	17,528,407	50.5%
106 PUBLIC ARTS PROJECTS	5,906	5,220	3,617	(30.7%)
107 FAIRGROUNDS DEVELOPMENT PROJECT	1,500,000	8,446,898	7,946,898	(5.9%)
249 HSS CAPITAL PROJECTS	21,045	0	0	0.0%
306 PENSION DEBT SERVICE	6,684,592	7,554,516	8,722,840	15.5%
332 GOVERNMENT CENTER DEBT SERVICE	7,282,511	7,447,305	7,376,153	(1.0%)
334 H&SS SPH ADMIN/REFINANCE	1,772,526	10,000	0	(100.0%)
336 2013 COP ANIMAL CARE PROJECT	463,654	462,882	462,488	(0.1%)
TOTAL SUMMARIZATION BY FUND	938,739,132	991,884,227	1,040,113,307	4.9%

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
FY2020/21

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
01	GENERAL FUND					
001	GENERAL FUND					
	9000 TAXES					
	CURRENT SECURED		80,548,303	83,622,500	88,242,230	5.5%
	CURRENT UNSECURED		3,425,012	3,600,000	3,000,000	(16.7%)
	PRIOR UNSECURED		97,789	95,000	95,000	0.0%
	SUPPLEMENTAL SECURED		2,910,928	2,500,000	1,600,000	(36.0%)
	PRIOR SECURED		51,021	50,000	50,000	0.0%
	PENALTIES		366,853	277,000	200,000	(27.8%)
	SALES & USE TAX		2,500,227	2,600,000	2,109,357	(18.9%)
	TRANSIENT OCCUPANCY TAX		10,835	14,000	27,000	92.9%
	PROPERTY TRANSFER TAX		3,079,711	2,800,000	2,800,000	0.0%
	PROPERTY TAX-IN LIEU OF VLF		52,396,783	54,361,662	56,904,336	4.7%
	UNITARY		3,378,318	3,479,704	3,300,000	(5.2%)
	ABX1 26 RESIDUAL TAXES		5,606,808	5,498,750	5,869,602	6.7%
	ABX1 26 PASS THROUGH		17,802,611	18,156,250	19,034,432	4.8%
	Total 9000 TAXES		172,175,199	177,054,866	183,231,957	3.5%
	9200 LICENSES, PERMITS & FRANCHISE					
	ANIMAL LICENSES		35,493	32,459	33,075	1.9%
	BUSINESS LICENSES		84,970	87,940	90,852	3.3%
	BUILDING PERMITS		811,167	631,411	700,000	10.9%
	BUILDING PERMITS-ECOMMERCE		22,143	15,000	45,000	200.0%
	ZONING PERMITS		157,005	154,663	154,591	(0.0%)
	SOLID WASTE PERMITS		2,088,035	2,069,243	2,109,397	1.9%
	SEPTIC CONSTRUCTION PERMITS		231,412	231,045	233,105	0.9%
	FRANCHISE-PG&E ELECTRIC		314,532	350,000	350,000	0.0%
	FRANCHISE-PG&E GAS		62,149	75,000	75,000	0.0%
	FRANCHISE-CATV		100,371	100,000	100,000	0.0%
	FRANCHISE-GARBAGE		152,174	156,093	166,726	6.8%
	FRANCHISES - OTHER		28,422	25,000	25,000	0.0%
	LICENSES & PERMITS-OTHER		432,348	322,074	301,796	(6.3%)
	MARRIAGE LICENSES		155,789	153,000	155,000	1.3%
	FOOD PERMITS		1,661,769	1,706,996	1,712,570	0.3%
	PENALTY FEES		68,727	57,700	52,790	(8.5%)
	HOUSING PERMITS		94,599	92,166	92,166	0.0%
	RECREATIONAL HEALTH PERMITS		170,706	166,174	171,500	3.2%
	WATER PERMITS		5,635	7,202	7,122	(1.1%)
	HAZARDOUS MATERIALS PERMITS		1,266,604	1,381,964	1,381,964	0.0%
	BODY ART ACTIVITIES		36,596	34,143	34,143	0.0%
	Total 9200 LICENSES, PERMITS & FRANCHISE		7,980,647	7,849,273	7,991,797	1.8%

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
9300 FINES, FORFEITURES, & PENALTY						
	VEHICLE CODE FINES		766,497	625,000	625,000	0.0%
	OTHER COURT FINES		393,919	75,000	75,000	0.0%
	VEHICLE FINES-DRUNK DRIVING		22,311	25,000	25,000	0.0%
	SB 1127 CONVICTIONS		14,437	10,000	10,000	0.0%
	WARRANT REVENUE - TRAFFIC		(25)	500	500	0.0%
	HEALTH & SAFETY		109	0	0	0.0%
	FORFEITURES & PENALTIES		7,308	5,000	5,000	0.0%
	OTHER ASSESSMENTS		518,368	351,600	351,600	0.0%
	COURT ASSESSMENTS		304	0	0	0.0%
Total 9300 FINES, FORFEITURES, & PENALTY			1,723,229	1,092,100	1,092,100	0.0%
9400 REVENUE FROM USE OF MONEY/PROP						
	INTEREST INCOME		3,934,182	2,500,000	500,000	(80.0%)
	BUILDING RENTAL		733,126	722,942	687,618	(4.9%)
	CONCESSIONS		13,323	11,844	12,000	1.3%
	LEASES		125,760	116,200	132,203	13.8%
	ROYALTIES		510	1,010	510	(49.5%)
Total 9400 REVENUE FROM USE OF MONEY/PROP			4,806,900	3,351,996	1,332,331	(60.3%)
9501 INTERGOVERNMENTAL REV STATE						
	FISH & GAME		7,779	7,800	7,800	0.0%
	STATE HIGHWAY RENTALS		326	326	300	(8.0%)
	MOTOR VEHICLES IN-LIEU		176,347	165,000	165,000	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		921,067	921,000	915,000	(0.7%)
	STATE UNCLAIMED GAS TAX		667,755	745,617	695,617	(6.7%)
	STATE GLASSY WINGED SHARPSHOOT		104,903	159,611	159,611	0.0%
	STATE PESTICIDE MILL		368,591	381,339	363,363	(4.7%)
	SB90 CLAIMS REIMBURSEMENT		7,208,307	0	0	0.0%
	STATE 4700 P.C.		8,446	8,500	8,900	4.7%
	STATE VETERANS AFFAIRS		337,905	310,000	330,000	6.5%
	STATE PEST DETECTION		166,368	253,000	268,017	5.9%
	STATE REIMBURSEMENT PUE		7,323	2,929	0	(100.0%)
	ST SALES TX 1991 REALIGNMNT-SS		351,000	351,000	351,000	0.0%
	TRIAL COURT-ADM EFF & MOD FUND		150	0	0	0.0%
	STATE OTHER		1,360,165	2,945,056	1,633,423	(44.5%)
Total 9501 INTERGOVERNMENTAL REV STATE			11,686,430	6,251,178	4,898,031	(21.6%)
9502 INTERGOVERNMENTAL REV FEDERAL						
	REVENUE SHARING		1,195	0	1,300	100.0%
	GRANT REVENUE		124,116	50,000	0	(100.0%)
	FED OTHER		24,865	608,517	3,500	(99.4%)
Total 9502 INTERGOVERNMENTAL REV FEDERAL			150,175	658,517	4,800	(99.3%)

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
9503 INTERGOVERNMENTAL REV OTHER						
	LMIHF & OTHER ASSETS		293,571	45,000	45,000	0.0%
	OTHER GOVERNMENTAL AGENCIES		2,646,523	2,925,590	2,968,526	1.5%
Total 9503 INTERGOVERNMENTAL REV OTHER			2,940,094	2,970,590	3,013,526	1.4%
9600 CHARGES FOR SERVICES						
	PHOTO/MICROFICHE COPIES		294,051	284,590	285,930	0.5%
	CONTRACT SERVICES		572,189	610,982	631,356	3.3%
	FILING FEES		0	10,000	0	(100.0%)
	CIVIL PROCESS FEES		3,637	3,600	3,700	2.8%
	RECORDING FEES		1,543,501	1,620,000	1,751,000	8.1%
	COURT FEES		7,563	6,500	6,500	0.0%
	PHYTOSANI FIELD INSP FEE		169,941	155,000	145,000	(6.5%)
	CERTIFIED SEED INSP FEE		1,460	2,246	2,246	0.0%
	ADMIN SERVICES FEES		274,192	255,295	314,295	23.1%
	ASSMT & TAX COLLECTION FEES		3,901,911	3,952,100	4,164,500	5.4%
	AUDITING & ACCOUNTING FEES		1,386,346	1,565,391	1,568,684	0.2%
	LEGAL FEES		232,323	198,500	186,000	(6.3%)
	ELECTION SERVICES		1,040,278	10,000	981,983	9719.8%
	ENGINEERING SERVICES		51,208	50,000	50,000	0.0%
	PLANNING SERVICES		341,826	309,224	333,224	7.8%
	LAND DIVISION FEES		39,841	40,806	38,446	(5.8%)
	REDEMPTION FEES		20,510	20,000	20,000	0.0%
	OTHER PROFESSIONAL SERVICES		724,759	425,212	515,851	21.3%
	33% PROOF OF CORRECTION		38,836	30,000	30,000	0.0%
	\$24 TRAFFIC SCHOOL FEES		1,388,701	1,200,000	1,200,000	0.0%
	CLERK'S FEES		190,954	177,000	191,000	7.9%
	ADMINISTRATION OVERHEAD		23,575,361	25,968,154	24,786,634	(4.5%)
	HUMANE SERVICES		248,778	229,000	234,050	2.2%
	DEPARTMENTAL ADMIN OVERHEAD		525,484	546,070	577,439	5.7%
	SB 813 COLLECTION FEES		1,167,225	810,000	620,000	(23.5%)
	DISPOSAL FEES		7,906,536	7,500,000	6,930,000	(7.6%)
	PRIOR YEAR REV-OTHER CHARGES		1,735	0	0	0.0%
	WATER WELL PERMITS		142,827	105,172	102,172	(2.9%)
	OTHER CHARGES FOR SERVICES		1,557,981	2,393,200	2,883,701	20.5%
	SPAY-NEUTER FEES		79,734	72,000	72,000	0.0%
	ANIMAL VACCINATION-MEDICATION		65,556	60,000	55,000	(8.3%)
	MICROCHIPS		15,244	14,000	14,300	2.1%
	INTERFUND SVCS PROVIDE-COUNTY		81,550	391,227	716,140	83.0%
	INTERFUND SVCS-ACCTNG & AUDIT		234,502	276,853	317,763	14.8%
	INTERFUND SVCS-LEGAL SRVCS		542,298	460,300	475,000	3.2%
	INTERFUND SVCS-PRO SVCS		2,728,641	2,922,991	3,288,984	12.5%
	INTERFUND SVCS-MAINT/MATERIAL		187,666	54,804	112,801	105.8%
	INTERFUND SVCS-SMALL PROJECTS		189,689	8,600	70,879	724.2%
	INTERFUND SVCS-POSTAGE		317,112	350,218	307,926	(12.1%)
	INTERFUND SVCS-MAINT/LABOR		215,103	133,095	71,999	(45.9%)
Total 9600 CHARGES FOR SERVICES			52,007,047	53,222,130	54,056,503	1.6%

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9700 MISC REVENUE					
	MISC SALES - TAXABLE		5,359	6,315	1,800	(71.5%)
	CASH OVERAGE		4,453	5,000	5,000	0.0%
	OTHER REVENUE		614,451	800,578	793,136	(0.9%)
	DONATIONS AND CONTRIBUTIONS		60,559	0	45,000	100.0%
	INSURANCE PROCEEDS		77,242	0	0	0.0%
	MISCELLANEOUS SALES-OTHER		122,552	130,745	166,145	27.1%
	EXCESS TAX LOSSES RESERVE		3,000,000	3,000,000	3,000,000	0.0%
	.33 HORSE RACING REVENUES		41,683	50,000	50,000	0.0%
	Total 9700 MISC REVENUE		3,926,298	3,992,638	4,061,081	1.7%
	9800 OTHER FINANCING SOURCES					
	SALE OF NONTAXABLE FIXED ASSET		41,007	6,000	20,000	233.3%
	OPERATING TRANSFERS IN		3,354,795	887,664	0	(100.0%)
	SALE OF TAXABLE FIXED ASSETS		60,231	60,000	55,000	(8.3%)
	Total 9800 OTHER FINANCING SOURCES		3,456,033	953,664	75,000	(92.1%)
TOTAL	GENERAL FUND FINANCING SOURCES		260,852,052	257,396,952	259,757,126	0.9%
02	SPECIAL REVENUE FUNDS					
004	COUNTY LIBRARY					
	9000 TAXES					
	CURRENT SECURED		6,426,854	6,675,936	7,010,936	5.0%
	CURRENT UNSECURED		276,708	305,000	282,500	(7.4%)
	PRIOR UNSECURED		9,082	3,000	5,000	66.7%
	SUPPLEMENTAL SECURED		222,062	192,720	100,919	(47.6%)
	PRIOR SECURED		5,618	1,500	1,500	0.0%
	LIBRARY SALES TAX - MEASURE B		5,368,519	4,860,123	4,860,123	0.0%
	UNITARY		156,469	162,797	154,705	(5.0%)
	ABX1 26 RESIDUAL TAXES		637,231	551,983	578,517	4.8%
	ABX1 26 PASS THROUGH		980,814	749,639	888,048	18.5%
	Total 9000 TAXES		14,083,357	13,502,698	13,882,248	2.8%
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		360,004	260,000	74,948	(71.2%)
	BUILDING RENTAL		8,850	7,600	7,250	(4.6%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		368,854	267,600	82,198	(69.3%)
	9501 INTERGOVERNMENTAL REV STATE					
	FISH & GAME		563	0	0	0.0%
	STATE HIGHWAY RENTALS		22	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		66,697	66,697	65,078	(2.4%)
	STATE OTHER		99,274	72,920	72,920	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		166,556	139,617	137,998	(1.2%)

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
9502 INTERGOVERNMENTAL REV FEDERAL						
	REVENUE SHARING		105	0	0	0.0%
	GRANT REVENUE		3,000	0	0	0.0%
	FED OTHER		1,754	0	0	0.0%
Total 9502 INTERGOVERNMENTAL REV FEDERAL			4,858	0	0	0.0%
9503 INTERGOVERNMENTAL REV OTHER						
	LMIHF & OTHER ASSETS		33,879	0	0	0.0%
	OTHER GOVERNMENTAL AGENCIES		259,593	270,720	199,650	(26.3%)
Total 9503 INTERGOVERNMENTAL REV OTHER			293,471	270,720	199,650	(26.3%)
9600 CHARGES FOR SERVICES						
	PHOTO/MICROFICHE COPIES		36,107	30,773	32,468	5.5%
	LIBRARY SERVICES		170,773	153,820	91,217	(40.7%)
	OTHER PROFESSIONAL SERVICES		4,656,186	4,869,830	6,129,772	25.9%
Total 9600 CHARGES FOR SERVICES			4,863,066	5,054,423	6,253,457	23.7%
9700 MISC REVENUE						
	CASH OVERAGE		80	0	0	0.0%
	OTHER REVENUE		2,500	0	0	0.0%
Total 9700 MISC REVENUE			2,580	0	0	0.0%
9800 OTHER FINANCING SOURCES						
	OPERATING TRANSFERS IN		2,216,733	2,437,058	2,358,755	(3.2%)
Total 9800 OTHER FINANCING SOURCES			2,216,733	2,437,058	2,358,755	(3.2%)
9801 GENERAL FUND CONTRIBUTION						
	TRANSFER IN-COUNTY CONTRIB		294,451	316,371	320,827	1.4%
Total 9801 GENERAL FUND CONTRIBUTION			294,451	316,371	320,827	1.4%
TOTAL COUNTY LIBRARY FINANCING SOURCES			22,293,927	21,988,487	23,235,133	5.7%
012 FISH/WILDLIFE PROPAGATION						
9300 FINES, FORFEITURES, & PENALTY						
	VEHICLE CODE FINES		6,584	2,266	4,300	89.8%
Total 9300 FINES, FORFEITURES, & PENALTY			6,584	2,266	4,300	89.8%
9400 REVENUE FROM USE OF MONEY/PROP						
	INTEREST INCOME		991	100	206	106.0%
Total 9400 REVENUE FROM USE OF MONEY/PROP			991	100	206	106.0%
TOTAL FISH/WILDLIFE PROPAGATION FINANCING SOURCES			7,575	2,366	4,506	90.4%

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
016	PARKS AND RECREATION					
	9000 TAXES					
	CURRENT SECURED		536,249	557,201	587,767	5.5%
	CURRENT UNSECURED		22,883	34,133	22,000	(35.5%)
	PRIOR UNSECURED		637	615	700	13.8%
	SUPPLEMENTAL SECURED		19,500	18,520	13,000	(29.8%)
	PRIOR SECURED		342	820	250	(69.5%)
	UNITARY		19,076	19,653	19,000	(3.3%)
	ABX1 26 RESIDUAL TAXES		47,857	43,313	40,000	(7.6%)
	ABX1 26 PASS THROUGH		105,215	104,354	100,000	(4.2%)
	Total 9000 TAXES		751,759	778,609	782,717	0.5%
	9300 FINES, FORFEITURES, & PENALTY					
	OTHER COURT FINES		1,196	800	1,464	83.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		1,196	800	1,464	83.0%
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		6,467	702	5,653	705.3%
	CONCESSIONS		12,105	15,050	15,750	4.7%
	LEASES		5,180	2,100	3,500	66.7%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		23,752	17,852	24,903	39.5%
	9501 INTERGOVERNMENTAL REV STATE					
	FISH & GAME		52	52	52	0.0%
	STATE HIGHWAY RENTALS		2	2	2	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		6,105	6,164	6,150	(0.2%)
	STATE OFF-HIGHWAY MOTOR VEHICL		2,029	2,100	2,100	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		8,188	8,318	8,304	(0.2%)
	9502 INTERGOVERNMENTAL REV FEDERAL					
	REVENUE SHARING		8	0	9	100.0%
	GRANT REVENUE		0	0	20,545	100.0%
	FED OTHER		164	0	25	100.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		172	0	20,579	100.0%
	9503 INTERGOVERNMENTAL REV OTHER					
	LMIHF & OTHER ASSETS		1,933	317	1,500	373.2%
	Total 9503 INTERGOVERNMENTAL REV OTHER		1,933	317	1,500	373.2%
	9600 CHARGES FOR SERVICES					
	RECREATION SERVICES		621,282	617,786	623,500	0.9%
	INTERFUND SV CES PROVIDE-COUNTY		0	2,000	1,000	(50.0%)
	Total 9600 CHARGES FOR SERVICES		621,282	619,786	624,500	0.8%

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Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9700 MISC REVENUE					
	MISC SALES - TAXABLE		5,196	5,000	5,000	0.0%
	DONATIONS AND CONTRIBUTIONS		0	3,000	3,000	0.0%
	Total 9700 MISC REVENUE		5,196	8,000	8,000	0.0%
	9801 GENERAL FUND CONTRIBUTION					
	TRANSFER IN-COUNTY CONTRIB		316,428	471,248	572,579	21.5%
	Total 9801 GENERAL FUND CONTRIBUTION		316,428	471,248	572,579	21.5%
TOTAL	PARKS AND RECREATION FINANCING SOURCES		1,729,906	1,904,930	2,044,546	7.3%
035	JH REC HALL - WARD WELFARE					
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		2,565	1,000	534	(46.6%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		2,565	1,000	534	(46.6%)
	9600 CHARGES FOR SERVICES					
	ADMINISTRATION OVERHEAD		0	25	0	(100.0%)
	Total 9600 CHARGES FOR SERVICES		0	25	0	(100.0%)
	9700 MISC REVENUE					
	OTHER REVENUE		0	8,500	4,535	(46.6%)
	Total 9700 MISC REVENUE		0	8,500	4,535	(46.6%)
TOTAL	JH REC HALL - WARD WELFARE FINANCING SOURCES		2,565	9,525	5,069	(46.8%)
036	LIBRARY ZONE 1					
	9000 TAXES					
	CURRENT SECURED		998,745	1,037,140	1,098,294	5.9%
	CURRENT UNSECURED		35,905	41,666	35,905	(13.8%)
	PRIOR UNSECURED		5,891	0	0	0.0%
	SUPPLEMENTAL SECURED		32,344	22,683	20,642	(9.0%)
	PRIOR SECURED		1,524	0	0	0.0%
	UNITARY		19,130	19,918	18,896	(5.1%)
	ABX1 26 RESIDUAL TAXES		213,732	170,352	229,926	35.0%
	ABX1 26 PASS THROUGH		357,809	232,838	384,004	64.9%
	Total 9000 TAXES		1,665,080	1,524,597	1,787,667	17.3%
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		12,773	5,473	2,659	(51.4%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		12,773	5,473	2,659	(51.4%)

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Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9501 INTERGOVERNMENTAL REV STATE					
	FISH & GAME		123	0	0	0.0%
	STATE HIGHWAY RENTALS		7	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		14,563	14,563	14,262	(2.1%)
	Total 9501 INTERGOVERNMENTAL REV STATE		14,693	14,563	14,262	(2.1%)
	9502 INTERGOVERNMENTAL REV FEDERAL					
	FED OTHER		374	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		374	0	0	0.0%
	9503 INTERGOVERNMENTAL REV OTHER					
	LMIHF & OTHER ASSETS		12,133	0	0	0.0%
	Total 9503 INTERGOVERNMENTAL REV OTHER		12,133	0	0	0.0%
TOTAL	LIBRARY ZONE 1 FINANCING SOURCES		1,705,053	1,544,633	1,804,588	16.8%
037	LIBRARY ZONE 2					
	9000 TAXES					
	CURRENT SECURED		39,365	40,896	41,858	2.4%
	CURRENT UNSECURED		2,031	2,378	794	(66.6%)
	PRIOR UNSECURED		40	0	0	0.0%
	SUPPLEMENTAL SECURED		1,230	1,536	807	(47.5%)
	PRIOR SECURED		33	0	0	0.0%
	UNITARY		1,167	1,212	1,156	(4.6%)
	ABX1 26 RESIDUAL TAXES		245	93	152	63.4%
	ABX1 26 PASS THROUGH		1,677	1,380	1,715	24.3%
	Total 9000 TAXES		45,789	47,495	46,482	(2.1%)
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		205	72	42	(41.7%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		205	72	42	(41.7%)
	9501 INTERGOVERNMENTAL REV STATE					
	FISH & GAME		3	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		335	335	319	(4.8%)
	Total 9501 INTERGOVERNMENTAL REV STATE		338	335	319	(4.8%)
	9502 INTERGOVERNMENTAL REV FEDERAL					
	FED OTHER		9	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		9	0	0	0.0%
TOTAL	LIBRARY ZONE 2 FINANCING SOURCES		46,341	47,902	46,843	(2.2%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
066	LIBRARY ZONE 6					
	9000 TAXES					
	CURRENT SECURED		18,395	19,107	19,198	0.5%
	CURRENT UNSECURED		931	952	897	(5.8%)
	PRIOR UNSECURED		34	0	0	0.0%
	SUPPLEMENTAL SECURED		665	796	342	(57.0%)
	PRIOR SECURED		13	0	0	0.0%
	UNITARY		658	684	651	(4.8%)
	Total 9000 TAXES		20,696	21,539	21,088	(2.1%)
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		125	48	26	(45.8%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		125	48	26	(45.8%)
	9501 INTERGOVERNMENTAL REV STATE					
	FISH & GAME		1	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		145	145	135	(6.9%)
	Total 9501 INTERGOVERNMENTAL REV STATE		146	145	135	(6.9%)
	9502 INTERGOVERNMENTAL REV FEDERAL					
	REVENUE SHARING		15	0	0	0.0%
	FED OTHER		4	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		19	0	0	0.0%
TOTAL	LIBRARY ZONE 6 FINANCING SOURCES		20,986	21,732	21,249	(2.2%)
067	LIBRARY ZONE 7					
	9000 TAXES					
	CURRENT SECURED		420,934	437,344	461,786	5.6%
	CURRENT UNSECURED		13,086	17,421	13,948	(19.9%)
	PRIOR UNSECURED		584	0	0	0.0%
	SUPPLEMENTAL SECURED		15,351	18,602	9,196	(50.6%)
	PRIOR SECURED		971	0	0	0.0%
	UNITARY		9,962	10,371	9,844	(5.1%)
	ABX1 26 RESIDUAL TAXES		10,359	10,251	10,572	3.1%
	ABX1 26 PASS THROUGH		7,334	6,258	8,694	38.9%
	Total 9000 TAXES		478,582	500,247	514,040	2.8%
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		2,746	1,083	571	(47.3%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		2,746	1,083	571	(47.3%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
9501 INTERGOVERNMENTAL REV STATE						
	FISH & GAME		31	0	0	0.0%
	STATE HIGHWAY RENTALS		2	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		3,692	3,692	3,639	(1.4%)
Total 9501 INTERGOVERNMENTAL REV STATE			3,725	3,692	3,639	(1.4%)
9502 INTERGOVERNMENTAL REV FEDERAL						
	REVENUE SHARING		43	0	0	0.0%
	FED OTHER		96	0	0	0.0%
Total 9502 INTERGOVERNMENTAL REV FEDERAL			139	0	0	0.0%
TOTAL LIBRARY ZONE 7 FINANCING SOURCES			485,192	505,022	518,250	2.6%
101 ROAD						
9000 TAXES						
	CURRENT SECURED		961,770	1,029,168	1,013,828	(1.5%)
	CURRENT UNSECURED		48,768	55,549	45,000	(19.0%)
	PRIOR UNSECURED		1,982	1,700	1,700	0.0%
	SUPPLEMENTAL SECURED		35,080	33,471	25,000	(25.3%)
	PRIOR SECURED		755	500	500	0.0%
	UNITARY		70,738	74,678	70,000	(6.3%)
Total 9000 TAXES			1,119,092	1,195,066	1,156,028	(3.3%)
9200 LICENSES, PERMITS & FRANCHISE						
	BUILDING PERMITS		7,895	11,130	13,000	16.8%
	ZONING PERMITS		786	2,697	0	(100.0%)
	ENCROACHMENT PERMITS		201,876	130,000	150,000	15.4%
	TRANSPORTATION PERMIT		22,119	19,000	19,000	0.0%
	GRADING PERMITS		90,831	77,108	75,000	(2.7%)
	LICENSES & PERMITS-OTHER		9,949	8,600	1,600	(81.4%)
Total 9200 LICENSES, PERMITS & FRANCHISE			333,457	248,535	258,600	4.0%
9400 REVENUE FROM USE OF MONEY/PROP						
	INTEREST INCOME		225,308	160,000	46,906	(70.7%)
	BUILDING RENTAL		47,016	47,016	47,016	0.0%
Total 9400 REVENUE FROM USE OF MONEY/PROP			272,324	207,016	93,922	(54.6%)
9501 INTERGOVERNMENTAL REV STATE						
	HIGHWAY USERS TAX		7,576,952	9,707,474	10,106,270	4.1%
	FISH & GAME		64	70	65	(7.1%)
	STATE HIGHWAY RENTALS		4	5	4	(20.0%)
	HOMEOWNERS PROPERTY TAX RELIEF		7,595	8,222	7,500	(8.8%)
	STATE CONSTRUCTION		100,000	100,000	100,000	0.0%

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	STATE OTHER	35,287	0	300,000	100.0%
	RMRA-TRANSPORTATION	7,307,972	6,748,298	7,246,873	7.4%
	Total 9501 INTERGOVERNMENTAL REV STATE	15,027,874	16,564,069	17,760,712	7.2%
	9502 INTERGOVERNMENTAL REV FEDERAL				
	REVENUE SHARING	107	0	125	100.0%
	FED CONSTRUCTION	1,706,361	7,054,207	6,122,823	(13.2%)
	FED OTHER	113,657	0	30	100.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL	1,820,125	7,054,207	6,122,978	(13.2%)
	9503 INTERGOVERNMENTAL REV OTHER				
	OTHER GOVERNMENTAL AGENCIES	100,000	700,000	1,300,000	85.7%
	Total 9503 INTERGOVERNMENTAL REV OTHER	100,000	700,000	1,300,000	85.7%
	9600 CHARGES FOR SERVICES				
	PHOTO/MICROFICHE COPIES	13	0	12	100.0%
	ENGINEERING SERVICES	94,360	38,257	40,000	4.6%
	DEPARTMENTAL ADMIN OVERHEAD	103,475	140,524	159,714	13.7%
	ROAD SVCS ON COUNTY ROADS	69,751	45,000	45,000	0.0%
	ROAD SVCS NON-COUNTY ROADS	14,955	0	0	0.0%
	NON-ROAD SVCS - COUNTY	571,868	521,600	531,600	1.9%
	NON-ROAD SVCS - NON-COUNTY	105,220	2,000	10,000	400.0%
	INTERFUND SVCS PROVIDE-COUNTY	208,898	240,317	263,544	9.7%
	INTERFUND SVCS-ACCTNG & AUDIT	36,507	38,177	35,787	(6.3%)
	INTERFUND SVCS-PRO SVCS	103,559	76,683	150,988	96.9%
	Total 9600 CHARGES FOR SERVICES	1,308,606	1,102,558	1,236,645	12.2%
	9700 MISC REVENUE				
	OTHER REVENUE	11	0	0	0.0%
	INSURANCE PROCEEDS	500	500	0	(100.0%)
	MISCELLANEOUS SALES-OTHER	2,033	3,000	2,000	(33.3%)
	Total 9700 MISC REVENUE	2,543	3,500	2,000	(42.9%)
	9800 OTHER FINANCING SOURCES				
	SALE OF NONTAXABLE FIXED ASSET	74,000	15,000	15,000	0.0%
	LONG-TERM DEBT PROCEEDS	0	19,000	25,000	31.6%
	OPERATING TRANSFERS IN	480,772	122,000	874,000	616.4%
	Total 9800 OTHER FINANCING SOURCES	554,772	156,000	914,000	485.9%
TOTAL	ROAD FINANCING SOURCES	20,538,792	27,230,951	28,844,885	5.9%
105	HOUSING REHABILITATION				
	9400 REVENUE FROM USE OF MONEY/PROP				
	INTEREST INCOME	700	0	145	100.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP	700	0	145	0.0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	0	1,206	0	(100.0%)
	Total 9800 OTHER FINANCING SOURCES		0	1,206	0	(100.0%)
TOTAL	HOUSING REHABILITATION FINANCING SOURCES		700	1,206	145	(88.0%)
110	MICROENTERPRISE BUSINESS					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	47	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		47	0	0	0.0%
TOTAL	MICROENTERPRISE BUSINESS FINANCING SOURCES		47	0	0	0.0%
120	HOMEACRES LOAN PROGRAM					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	90,903	24,000	18,925	(21.1%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		90,903	24,000	18,925	(21.1%)
TOTAL	HOMEACRES LOAN PROGRAM FINANCING SOURCES		90,903	24,000	18,925	(21.1%)
150	HOUSING & URBAN DEVELOPMENT					
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FED OTHER	2,295,884	2,400,000	2,600,000	8.3%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		2,295,884	2,400,000	2,600,000	8.3%
TOTAL	HOUSING & URBAN DEVELOPMENT FINANCING SOURCES		2,295,884	2,400,000	2,600,000	8.3%
151	FIRST 5 FUTURE INITIATIVE					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	10,763	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		10,763	0	0	0.0%
	9600 CHARGES FOR SERVICES					
		INTERFUND SVCS-PRO SVCS	124,991	130,000	90,000	(30.8%)
	Total 9600 CHARGES FOR SERVICES		124,991	130,000	90,000	(30.8%)
	9700 MISC REVENUE					
		OTHER REVENUE	300,000	0	0	0.0%
	Total 9700 MISC REVENUE		300,000	0	0	0.0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	716,560	616,560	1,746,250	183.2%
	Total 9801 GENERAL FUND CONTRIBUTION		716,560	616,560	1,746,250	183.2%
TOTAL	FIRST 5 FUTURE INITIATIVE FINANCING SOURCES		1,152,315	746,560	1,836,250	146.0%
152	IN HOME SUPP SVCS-PUBLIC AUTH					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	11,217	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		11,217	0	0	0.0%
	9501 INTERGOVERNMENTAL REV STATE					
		ST ADM IHSS	1,166,873	1,987,152	2,404,900	21.0%
		ST SALES TX 1991 REALIGNMNT-SS	6,195,573	7,793,167	7,793,167	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		7,362,446	9,780,319	10,198,067	4.3%
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FED ADM HEALTH RELATED SVS	1,996,975	2,407,672	2,705,366	12.4%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		1,996,975	2,407,672	2,705,366	12.4%
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	0	0	654	100.0%
	Total 9600 CHARGES FOR SERVICES		0	0	654	100.0%
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	6,832,641	7,983,420	6,545,803	(18.0%)
	Total 9801 GENERAL FUND CONTRIBUTION		6,832,641	7,983,420	6,545,803	(18.0%)
	9900 RESIDUAL EQUITY TRANSFERS					
TOTAL	IN HOME SUPP SVCS-PUBLIC AUTH FINANCING SOURCES		16,203,279	20,171,411	19,449,890	(3.6%)
153	FIRST 5 SOLANO					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	174,281	163,122	161,085	(1.2%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		174,281	163,122	161,085	(1.2%)
	9501 INTERGOVERNMENTAL REV STATE					
		STATE OTHER	3,284,486	3,038,986	3,027,292	(0.4%)
	Total 9501 INTERGOVERNMENTAL REV STATE		3,284,486	3,038,986	3,027,292	(0.4%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9502 INTERGOVERNMENTAL REV FEDERAL					
		GRANT REVENUE	345,432	347,157	221,402	(36.2%)
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		345,432	347,157	221,402	(36.2%)
	9600 CHARGES FOR SERVICES					
		INTERFUND SVCS PROVIDE-COUNTY	44,385	42,771	54,396	27.2%
		INTERFUND SVCS-PRO SVCS	410,033	760,000	715,000	(5.9%)
	Total 9600 CHARGES FOR SERVICES		454,418	802,771	769,396	(4.2%)
	9700 MISC REVENUE					
		OTHER REVENUE	421,990	95,000	5,000	(94.7%)
	Total 9700 MISC REVENUE		421,990	95,000	5,000	(94.7%)
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	200,000	0	0	0.0%
	Total 9801 GENERAL FUND CONTRIBUTION		200,000	0	0	0.0%
TOTAL	FIRST 5 SOLANO FINANCING SOURCES		4,880,606	4,447,036	4,184,175	(5.9%)
215	RECORDER SPECIAL REVENUE					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	191,657	128,500	39,902	(68.9%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		191,657	128,500	39,902	(68.9%)
	9600 CHARGES FOR SERVICES					
		RECORDING FEES	451,317	460,000	520,000	13.0%
		AUTOMATION-MICROGRAPHICS FEE	81,113	100,000	110,000	10.0%
		ADMIN SERVICES FEES	76,900	111,000	120,000	8.1%
	Total 9600 CHARGES FOR SERVICES		609,330	671,000	750,000	11.8%
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	178	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES		178	0	0	0.0%
TOTAL	RECORDER SPECIAL REVENUE FINANCING SOURCES		801,165	799,500	789,902	(1.2%)
216	AAA NAPA/SOLANO					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	6,616	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		6,616	0	0	0.0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9501 INTERGOVERNMENTAL REV STATE					
	STATE OTHER		156,313	309,570	309,570	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		156,313	309,570	309,570	0.0%
	9502 INTERGOVERNMENTAL REV FEDERAL					
	FED OTHER		1,598,338	2,520,960	2,520,960	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		1,598,338	2,520,960	2,520,960	0.0%
	9700 MISC REVENUE					
	OTHER REVENUE		14,110	63,102	91,090	44.4%
	Total 9700 MISC REVENUE		14,110	63,102	91,090	44.4%
	9800 OTHER FINANCING SOURCES					
	OPERATING TRANSFERS IN		32,547	173,371	252,516	45.7%
	Total 9800 OTHER FINANCING SOURCES		32,547	173,371	252,516	45.7%
TOTAL	AAA NAPA/SOLANO FINANCING SOURCES		1,807,924	3,067,003	3,174,136	3.5%
228	LIBRARY - FRIENDS & FOUNDATION					
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		3,497	2,200	3,500	59.1%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		3,497	2,200	3,500	59.1%
	9502 INTERGOVERNMENTAL REV FEDERAL					
	GRANT REVENUE		250	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		250	0	0	0.0%
	9600 CHARGES FOR SERVICES					
	INTERFUND SVCS PROVIDE-COUNTY		2,582	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		2,582	0	0	0.0%
	9700 MISC REVENUE					
	OTHER REVENUE		16,500	16,500	16,500	0.0%
	DONATIONS AND CONTRIBUTIONS		122,143	128,000	128,000	0.0%
	Total 9700 MISC REVENUE		138,643	144,500	144,500	0.0%
TOTAL	LIBRARY - FRIENDS & FOUNDATION FINANCING SOURCES		144,972	146,700	148,000	0.9%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
233	DISTRICT ATTORNEY SPECIAL REV					
	9300 FINES, FORFEITURES, & PENALTY					
		FORFEITURES & PENALTIES	861,764	302,000	302,000	0.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		861,764	302,000	302,000	0.0%
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	106,215	0	22,112	100.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		106,215	0	22,112	100.0%
	9501 INTERGOVERNMENTAL REV STATE					
		STATE OTHER	14,538	0	0	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		14,538	0	0	0.0%
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	0	0	8	100.0%
	Total 9600 CHARGES FOR SERVICES		0	0	8	100.0%
TOTAL	DISTRICT ATTORNEY SPECIAL REV FINANCING SOURCES		982,518	302,000	324,120	7.3%
241	CIVIL PROCESSING FEES					
	9300 FINES, FORFEITURES, & PENALTY					
		CIVIL ASSESSMENT	96,920	94,801	94,801	0.0%
		OTHER ASSESSMENTS	5,101	4,989	4,989	0.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		102,021	99,790	99,790	0.0%
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	26,013	15,000	5,416	(63.9%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		26,013	15,000	5,416	(63.9%)
	9600 CHARGES FOR SERVICES					
		CIVIL PROCESS FEES	51,568	51,000	51,000	0.0%
	Total 9600 CHARGES FOR SERVICES		51,568	51,000	51,000	0.0%
TOTAL	CIVIL PROCESSING FEES FINANCING SOURCES		179,602	165,790	156,206	(5.8%)
253	SHERIFF'S ASSET SEIZURE					
	9300 FINES, FORFEITURES, & PENALTY					
		FORFEITURES & PENALTIES	82,383	0	0	0.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		82,383	0	0	0.0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		5,981	1,500	1,500	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		5,981	1,500	1,500	0.0%
	9502 INTERGOVERNMENTAL REV FEDERAL					
	REVENUE SHARING		75,213	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		75,213	0	0	0.0%
	9600 CHARGES FOR SERVICES					
	ADMINISTRATION OVERHEAD		0	0	643	100.0%
	Total 9600 CHARGES FOR SERVICES		0	0	643	100.0%
TOTAL	SHERIFF'S ASSET SEIZURE FINANCING SOURCES		163,577	1,500	2,143	42.9%
254	MENTALLY ILL CRIME OFFENDER					
	9700 MISC REVENUE					
	OTHER REVENUE		158,151	0	0	0.0%
	Total 9700 MISC REVENUE		158,151	0	0	0.0%
	9800 OTHER FINANCING SOURCES					
	OPERATING TRANSFERS IN		158,152	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES		158,152	0	0	0.0%
TOTAL	MENTALLY ILL CRIME OFFENDER FINANCING SOURCES		316,303	0	0	0.0%
256	SHERIFF OES					
	9502 INTERGOVERNMENTAL REV FEDERAL					
	GRANT REVENUE		1,077,210	1,190,966	1,205,254	1.2%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		1,077,210	1,190,966	1,205,254	1.2%
	9700 MISC REVENUE					
	CASH OVERAGE		1	0	0	0.0%
	OTHER REVENUE		2,712	0	0	0.0%
	Total 9700 MISC REVENUE		2,713	0	0	0.0%
TOTAL	SHERIFF OES FINANCING SOURCES		1,079,923	1,190,966	1,205,254	1.2%
263	CJ TEMP CONSTRUCTION					
	9300 FINES, FORFEITURES, & PENALTY					
	VEHICLE CODE FINES		46,300	55,988	26,271	(53.1%)
	Total 9300 FINES, FORFEITURES, & PENALTY		46,300	55,988	26,271	(53.1%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	18,916	12,693	3,938	(69.0%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		18,916	12,693	3,938	(69.0%)
	9600 CHARGES FOR SERVICES					
		CAPITAL FACILITIES FEES	233	0	0	0.0%
		COURT FEES	340,935	318,427	272,703	(14.4%)
	Total 9600 CHARGES FOR SERVICES		341,167	318,427	272,703	(14.4%)
TOTAL	CJ TEMP CONSTRUCTION FINANCING SOURCES		406,383	387,108	302,912	(21.8%)
264	CRTHSE TEMP CONST					
	9300 FINES, FORFEITURES, & PENALTY					
		VEHICLE CODE FINES	46,611	54,116	26,175	(51.6%)
	Total 9300 FINES, FORFEITURES, & PENALTY		46,611	54,116	26,175	(51.6%)
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	2,701	1,845	562	(69.5%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		2,701	1,845	562	(69.5%)
	9600 CHARGES FOR SERVICES					
		COURT FEES	340,646	320,000	272,937	(14.7%)
	Total 9600 CHARGES FOR SERVICES		340,646	320,000	272,937	(14.7%)
TOTAL	CRTHSE TEMP CONST FINANCING SOURCES		389,958	375,961	299,674	(20.3%)
278	PUBLIC WORKS IMPROVEMENT					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	8,914	5,000	1,856	(62.9%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		8,914	5,000	1,856	(62.9%)
	9600 CHARGES FOR SERVICES					
		ROAD SVCS ON COUNTY ROADS	455,980	475,000	425,000	(10.5%)
	Total 9600 CHARGES FOR SERVICES		455,980	475,000	425,000	(10.5%)
	9700 MISC REVENUE					
		OTHER REVENUE	45,102	70,000	45,000	(35.7%)
	Total 9700 MISC REVENUE		45,102	70,000	45,000	(35.7%)
TOTAL	PUBLIC WORKS IMPROVEMENT FINANCING SOURCES		509,996	550,000	471,856	(14.2%)

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
281	SURVEY MONUMENT PRESERVATION				
	9400 REVENUE FROM USE OF MONEY/PROP INTEREST INCOME	1,228	1,000	255	(74.5%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP	1,228	1,000	255	(74.5%)
	9600 CHARGES FOR SERVICES RECORDING FEES	9,410	10,500	10,000	(4.8%)
	Total 9600 CHARGES FOR SERVICES	9,410	10,500	10,000	(4.8%)
TOTAL	SURVEY MONUMENT PRESERVATION FINANCING SOURCES	10,638	11,500	10,255	(10.8%)
282	COUNTY DISASTER				
	9501 INTERGOVERNMENTAL REV STATE STATE OTHER	70,336	0	0	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE	70,336	0	0	0.0%
	9502 INTERGOVERNMENTAL REV FEDERAL FED OTHER	758,899	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL	758,899	0	0	0.0%
	9503 INTERGOVERNMENTAL REV OTHER				
	9600 CHARGES FOR SERVICES ADMINISTRATION OVERHEAD	0	24,169	6,018	(75.1%)
	Total 9600 CHARGES FOR SERVICES	0	24,169	6,018	(75.1%)
TOTAL	COUNTY DISASTER FINANCING SOURCES	829,235	24,169	6,018	(75.1%)
296	PUBLIC FACILITIES FEES				
	9400 REVENUE FROM USE OF MONEY/PROP INTEREST INCOME	468,366	216,756	98,305	(54.6%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP	468,366	216,756	98,305	(54.6%)
	9600 CHARGES FOR SERVICES CAPITAL FACILITIES FEES	8,594,192	5,616,155	5,616,155	0.0%
	Total 9600 CHARGES FOR SERVICES	8,594,192	5,616,155	5,616,155	0.0%
	9800 OTHER FINANCING SOURCES OPERATING TRANSFERS IN	569,065	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES	569,065	0	0	0.0%
TOTAL	PUBLIC FACILITIES FEES FINANCING SOURCES	9,631,623	5,832,911	5,714,460	(2.0%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
326	SHERIFF - SPECIAL REVENUE					
	9300 FINES, FORFEITURES, & PENALTY					
	VEHICLE REGISTRATION ADDON FEE		825,887	899,541	938,516	4.3%
	COURT ASSESSMENTS		87,374	79,800	83,496	4.6%
	Total 9300 FINES, FORFEITURES, & PENALTY		913,261	979,341	1,022,012	4.4%
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		17,089	7,500	3,558	(52.6%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		17,089	7,500	3,558	(52.6%)
	9600 CHARGES FOR SERVICES					
	COURT FEES		7	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		7	0	0	0.0%
	9700 MISC REVENUE					
	INSURANCE PROCEEDS		174	0	0	0.0%
	Total 9700 MISC REVENUE		174	0	0	0.0%
TOTAL	SHERIFF - SPECIAL REVENUE FINANCING SOURCES		930,530	986,841	1,025,570	3.9%
369	CHILD SUPPORT SERVICES					
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		18,174	6,000	3,784	(36.9%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		18,174	6,000	3,784	(36.9%)
	9501 INTERGOVERNMENTAL REV STATE					
	STATE SUPPORT ENFORCEMENT INC		4,188,160	4,190,460	4,523,632	8.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		4,188,160	4,190,460	4,523,632	8.0%
	9502 INTERGOVERNMENTAL REV FEDERAL					
	FED CHILD SUPPORT		8,129,955	8,134,422	8,781,169	8.0%
	FED OTHER		0	182,615	190,000	4.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		8,129,955	8,317,037	8,971,169	7.9%
	9600 CHARGES FOR SERVICES					
	INTERFUND SVCS PROVIDE-COUNTY		96,607	2,500	500	(80.0%)
	Total 9600 CHARGES FOR SERVICES		96,607	2,500	500	(80.0%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9700 MISC REVENUE					
	OTHER REVENUE		715	0	0	0.0%
	Total 9700 MISC REVENUE		715	0	0	0.0%
	9800 OTHER FINANCING SOURCES					
	OPERATING TRANSFERS IN		0	0	55,000	0.0%
	Total 9800 OTHER FINANCING SOURCES		0	0	55,000	0.0%
	9801 GENERAL FUND CONTRIBUTION					
	TRANSFER IN-COUNTY CONTRIB		0	92,863	40,000	(56.9%)
	Total 9801 GENERAL FUND CONTRIBUTION		0	92,863	40,000	(56.9%)
TOTAL	CHILD SUPPORT SERVICES FINANCING SOURCES		12,433,612	12,608,860	13,594,085	7.8%
390	TOBACCO PREVENTION & EDUCATION					
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		0	2,500	5,000	100.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		0	2,500	5,000	100.0%
	9501 INTERGOVERNMENTAL REV STATE					
	STATE OTHER		439,656	793,923	818,487	3.1%
	Total 9501 INTERGOVERNMENTAL REV STATE		439,656	793,923	818,487	3.1%
	9600 CHARGES FOR SERVICES					
	INTERFUND SVCS-PERSONNEL		2,131	5,000	0	(100.0%)
	Total 9600 CHARGES FOR SERVICES		2,131	5,000	0	(100.0%)
TOTAL	TOBACCO PREVENTION & EDUCATION FINANCING SOURCES		441,787	801,423	823,487	2.8%
900	PUBLIC SAFETY					
	9200 LICENSES, PERMITS & FRANCHISE					
	BUSINESS LICENSES		2,931	3,600	3,306	(8.2%)
	LICENSES & PERMITS-OTHER		62,280	73,160	69,950	(4.4%)
	Total 9200 LICENSES, PERMITS & FRANCHISE		65,211	76,760	73,256	(4.6%)
	9300 FINES, FORFEITURES, & PENALTY					
	VEHICLE CODE FINES		2,316	2,340	2,459	5.1%
	OTHER COURT FINES		3,457	1,850	1,850	0.0%
	VEHICLE FINES-DRUNK DRIVING		10,679	10,192	10,192	0.0%
	SB 1127 CONVICTIONS		35,100	30,000	30,000	0.0%
	FORFEITURES & PENALTIES		202,701	158,000	160,000	1.3%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
		WORK FURLOUGH FEES	851	3,000	0	(100.0%)
		WORK RELEASE FEES	38,962	47,000	44,000	(6.4%)
		ELECTRONIC MONITOR DAILY FEES	240,444	240,000	242,325	1.0%
		ASP OTHER FEES	2,183	2,600	2,814	8.2%
		COURT ASSESSMENTS	87,024	72,000	83,496	16.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		623,718	566,982	577,136	1.8%
	9400 REVENUE FROM USE OF MONEY/PROP					
		BUILDING RENTAL	12,000	12,000	12,000	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		12,000	12,000	12,000	0.0%
	9501 INTERGOVERNMENTAL REV STATE					
		STATE CATEGORICAL AID	30,178	18,387	26,844	46.0%
		STATE 4700 P.C.	1,115,038	1,123,500	1,123,934	0.0%
		STATE VLF REALIGNMENT - SS	32,859	32,859	32,859	0.0%
		PRIOR YEAR REV-STATE & OTHERS	46,431	0	0	0.0%
		STATE REIMB POLICE OFF TRAININ	51,666	20,000	43,000	115.0%
		ST ADM CWS/LIC FFH	118,716	100,000	19,460	(80.5%)
		STATE AID PUBLIC SAFETY SVCS	38,492,234	39,257,595	35,292,426	(10.1%)
		STATE - 2011 REALIGNMENT	17,102,551	19,249,261	20,886,292	8.5%
		ST SALES TX 1991 REALIGNMNT-SS	884,657	884,657	884,657	0.0%
		STATE OTHER	3,788,867	4,365,978	4,482,559	2.7%
		2011 REALIGNMENT REVOCATION	287,759	300,000	300,000	0.0%
		2011 REALIGNMENT BOOKING	848,012	848,012	848,012	0.0%
		2011 REALIGNMENT SLESF	261,878	271,983	391,838	44.1%
		2011 REALIGNMENT CALMMET	205,846	369,142	392,768	6.4%
		2011 REALIGNMENT FCARE ASSIST	563,759	576,001	539,400	(6.4%)
		2011 REALIGNMENT-CWS	63,914	28,600	59,570	108.3%
		CALWORKS - CHILD POVERTY	348	0	250	100.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		63,894,713	67,445,975	65,323,869	(3.1%)
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FEDERAL AID	280,523	230,400	279,000	21.1%
		FED ADM CWS SERVICES IVE	104,975	100,000	142,700	42.7%
		GRANT REVENUE	132,189	35,000	57,458	64.2%
		PRIOR YEAR REV-FEDERAL	-18,753	0	0	0.0%
		FED OTHER	591,393	579,039	671,197	15.9%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		1,090,327	944,439	1,150,355	21.8%
	9503 INTERGOVERNMENTAL REV OTHER					
		OTHER GOVERNMENTAL AGENCIES	507,699	433,887	510,466	17.6%
	Total 9503 INTERGOVERNMENTAL REV OTHER		507,699	433,887	510,466	17.6%
	9600 CHARGES FOR SERVICES					
		PHOTO/MICROFICHE COPIES	1,290	1,100	600	(45.5%)
		CONTRACT SERVICES	6,634,101	6,778,711	6,713,422	(1.0%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
		CIVIL PROCESS FEES	184,413	192,295	185,381	(3.6%)
		RECORDING FEES	543,079	711,301	792,330	11.4%
		COURT FEES	375	150	180	20.0%
		ADMIN SERVICES FEES	2,508	2,700	2,183	(19.1%)
		LEGAL FEES	32,572	49,000	26,500	(45.9%)
		OTHER PROFESSIONAL SERVICES	12,533	12,900	12,500	(3.1%)
		MEDICAL CARE-OTHER	174,922	186,000	200,000	7.5%
		DEPARTMENTAL ADMIN OVERHEAD	15,543	12,500	68,656	449.2%
		LAW ENFORCEMENT SERVICES	969,834	967,882	3,923,471	305.4%
		OTHER CHARGES FOR SERVICES	414,691	283,851	238,045	(16.1%)
		WORK FURLOUGH APPLICATION FEES	384	400	0	(100.0%)
		WORK RELEASE APPLICATION FEES	50,958	68,940	61,500	(10.8%)
		ELECTRONIC MONITOR APPL FEES	50,114	56,700	65,750	16.0%
		INTERFUND SVCS PROVIDE-COUNTY	4,242	1,912	2,929	53.2%
		INTERFUND SVCS-LEGAL SRVCS	50,873	60,000	50,000	(16.7%)
		INTERFUND SVCS-PRO SVCS	1,534,987	2,367,288	2,647,838	11.9%
		INTERFUND SVCS-POSTAGE	-26	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		10,677,392	11,753,630	14,991,285	27.5%
	9700 MISC REVENUE					
		CASH OVERAGE	296	250	250	0.0%
		OTHER REVENUE	762,807	818,849	1,155,020	41.1%
		DONATIONS AND CONTRIBUTIONS	7,024	0	150,000	100.0%
		INSURANCE PROCEEDS	957,775	716,810	541,350	(24.5%)
	Total 9700 MISC REVENUE		1,727,902	1,535,909	1,846,620	20.2%
	9800 OTHER FINANCING SOURCES					
		SALE OF NONTAXABLE FIXED ASSET	650	0	0	0.0%
		LONG-TERM DEBT PROCEEDS	578,785	192,924	192,924	0.0%
		OPERATING TRANSFERS IN	1,569,476	2,563,698	1,956,969	(23.7%)
	Total 9800 OTHER FINANCING SOURCES		2,148,911	2,756,622	2,149,893	(22.0%)
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	114,860,903	126,254,680	138,783,345	9.9%
	Total 9801 GENERAL FUND CONTRIBUTION		114,860,903	126,254,680	138,783,345	9.9%
TOTAL	PUBLIC SAFETY FINANCING SOURCES		195,608,775	211,780,884	225,418,225	6.4%
901	C M F CASES					
	9501 INTERGOVERNMENTAL REV STATE					
		STATE 4700 P.C.	442,002	450,000	450,000	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		442,002	450,000	450,000	0.0%
TOTAL	C M F CASES FINANCING SOURCES		442,002	450,000	450,000	0.0%

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902	HEALTH & SOCIAL SERVICES					
	9200 LICENSES, PERMITS & FRANCHISE					
	LICENSES & PERMITS-OTHER		9,940	13,500	11,000	(18.5%)
	BURIAL PERMITS		12,912	13,000	13,000	0.0%
	Total 9200 LICENSES, PERMITS & FRANCHISE		22,852	26,500	24,000	(9.4%)
	9300 FINES, FORFEITURES, & PENALTY					
	FORFEITURES & PENALTIES		375,940	307,127	306,984	(0.0%)
	Total 9300 FINES, FORFEITURES, & PENALTY		375,940	307,127	306,984	(0.0%)
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		1,134,520	962,492	1,017,603	5.7%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		1,134,520	962,492	1,017,603	5.7%
	9501 INTERGOVERNMENTAL REV STATE					
	STATE VLF 1991 REALIGNMNT - PH		14,926,432	19,035,753	16,261,043	(14.6%)
	ST ADM FOOD STAMPS		7,600,942	7,562,413	7,394,909	(2.2%)
	STATE CALWORK SINGLE		4,818,467	5,414,790	5,123,328	(5.4%)
	ST ADM IHSS		2,987,237	3,166,535	4,335,020	36.9%
	STATE CATEGORICAL AID		1,796,010	1,323,463	1,775,703	34.2%
	SHORT DOYLE QUALITY ASSURANCE		1,650,529	1,581,222	1,983,237	25.4%
	ST ADM COUNTY SVS BLOCK GRANT		983	3,404	0	(100.0%)
	ST CMSP		18,207	11,436	4,725	(58.7%)
	STATE VLF REALIGNMENT - SS		14,058	2,114,245	3,317,234	56.9%
	PRIOR YEAR REV-STATE & OTHERS		3,402,357	1,743,716	2,602,813	49.3%
	ST ADM CWS/LIC FFH		39,972	121,507	193,829	59.5%
	STATE VLF 1991 REALIGNMNT-MH		1,013,213	1,013,213	1,013,213	0.0%
	STATE NON CWS ALLOCATION		855,068	651,003	409,813	(37.0%)
	STATE - 2011 REALIGNMENT		238,990	291,141	259,108	(11.0%)
	ST SALES TX 1991 REALIGNMNT-SS		7,800,742	13,688,649	10,917,837	(20.2%)
	ST SALES TX 1991 REALIGNMNT-MH		11,423,254	13,195,085	14,290,183	8.3%
	ST SALES TX 1991 REALIGNMNT-PH		4,887,028	5,960,312	6,133,733	2.9%
	STATE OTHER		4,192,202	4,872,169	4,035,019	(17.2%)
	IGT REVENUES		9,970,529	7,263,888	17,158,740	136.2%
	FEDERAL NON CWS ALLOCATION		789,800	748,055	959,586	28.3%
	FEDERAL KINGAP		7,007	12,355	24,921	101.7%
	1991 REALIGNMENT CALWORKS MOE		11,592,892	8,806,411	9,444,195	7.2%
	2011 REALIGNMENT AAP		3,352,713	3,585,309	4,256,650	18.7%
	2011 REALIGNMENT SA-DMC		1,532,448	1,040,131	1,061,115	2.0%
	2011 REALIGNMENT SA-NON DMC		3,001,077	2,272,432	1,910,355	(15.9%)
	2011 REALIGNMENT FCARE ASSIST		3,244,495	3,484,371	3,284,820	(5.7%)
	2011 REALIGNMENT FCARE ADMIN		303,501	400,790	450,042	12.3%
	2011 REALIGNMENT ADOPTIONS		571,643	678,543	672,710	(0.9%)
	2011 REALIGNMENT-DRUG COURT		184,772	181,157	181,157	0.0%
	2011 REALIGNMENT-CHILD ABUSE		2,941	150,659	141,639	(6.0%)
	2011 REALIGNMENT-CWS		6,977,644	8,307,672	8,751,267	5.3%

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	2011 REALIGNMENT-APS	1,659,564	1,536,644	1,656,420	7.8%
	2011 REALIGNMENT-MANAGED CARE	8,913,837	10,950,012	13,838,552	26.4%
	2011 REALIGNMENT-EPSDT	4,600,606	6,522,946	4,125,320	(36.8%)
	CALWORKS MOE-FAMILY SUPPORT	4,814,864	3,635,671	3,922,449	7.9%
	CALWORKS - CHILD POVERTY	4,673,767	8,712,808	10,634,708	22.1%
	STATE S/D MEDI-CAL	508,382	519,694	606,366	16.7%
Total 9501 INTERGOVERNMENTAL REV STATE		134,368,171	150,559,604	163,131,759	8.4%
9502 INTERGOVERNMENTAL REV FEDERAL					
	FED S/D MEDI-CAL	16,695,881	18,715,644	19,166,491	2.4%
	FED SHORT DOYLE ADMIN	22,865,335	24,224,762	23,987,859	(1.0%)
	FED ADM ILP IV-E	128,528	128,528	128,528	0.0%
	FED ADM CWS TANF	1,633,931	1,632,372	1,633,515	0.1%
	FED ADM FOSTER CARE IV-E	269,213	396,134	325,966	(17.7%)
	FEDERAL AID	16,191,832	21,107,486	22,118,699	4.8%
	FED ADM ADOPTIONS IV-E	417,816	438,402	555,641	26.7%
	FED ADM PSSF IV-B	68,730	311,322	301,590	(3.1%)
	FEDERAL TITLE XX-CWS	178,192	267,289	267,289	0.0%
	FED CALWORKS TANF	15,213,124	16,612,967	18,662,276	12.3%
	FEDERAL TITLE XX-CALWORKS	329,728	247,296	329,728	33.3%
	FED ADM FOOD STAMPS	8,142,911	8,454,591	8,394,457	(0.7%)
	FED ADM HEALTH RELATED SVS	6,353,431	5,637,510	5,700,882	1.1%
	FEDERAL ALCOHOL & DRUG-SAPT	860,583	2,457,305	2,089,469	(15.0%)
	FED ADM CWS IV-B	163,738	163,738	162,555	(0.7%)
	FED ADM CWS SERVICES IVE	3,056,151	3,272,300	3,794,010	15.9%
	GRANT REVENUE	1,621,112	4,814,124	3,976,124	(17.4%)
	PRIOR YEAR REV -FEDERAL	8,030,516	7,726,283	8,763,109	13.4%
	FED OTHER	959,316	1,426,641	849,477	(40.5%)
Total 9502 INTERGOVERNMENTAL REV FEDERAL		103,180,069	118,034,694	121,207,665	2.7%
9503 INTERGOVERNMENTAL REV OTHER					
	OTHER GOVERNMENTAL AGENCIES	774,037	739,128	757,493	2.5%
Total 9503 INTERGOVERNMENTAL REV OTHER		774,037	739,128	757,493	2.5%
9600 CHARGES FOR SERVICES					
	PHOTO/MICROFICHE COPIES	15,284	20,498	20,498	0.0%
	CONTRACT SERVICES	451,940	442,133	426,069	(3.6%)
	ESTATE & PUBLIC ADMIN FEES	213,648	200,000	200,000	0.0%
	RECORDING FEES	372,455	380,000	340,000	(10.5%)
	ADMIN SERVICES FEES	1,058,289	1,339,145	1,154,749	(13.8%)
	OTHER PROFESSIONAL SERVICES	473,653	487,797	485,189	(0.5%)
	MENTAL HEALTH INDIGENT PAY	0	125,000	0	(100.0%)
	PRIVATE PAY PATIENT	266,454	472,645	383,878	(18.8%)
	INSTITUTIONAL CARE	156,343	0	153,000	100.0%
	ADMINISTRATION OVERHEAD	21,349	28,951	23,559	(18.6%)
	INSURANCE PAYMENTS	47,166	73,474	55,546	(24.4%)
	MEDI-CAL SERVICES	13,996,922	16,132,476	16,393,823	1.6%

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
		MEDICARE SERVICES	1,496,133	2,176,162	1,815,410	(16.6%)
		PRIOR YEAR REV -OTHER CHARGES	2,102,229	16,448	75,000	356.0%
		CMSP SERVICES	94,426	41,450	9,123	(78.0%)
		OTHER CHARGES FOR SERVICES	356,278	350,000	350,000	0.0%
		MANAGED CARE SERVICES	4,126,690	4,125,792	4,050,768	(1.8%)
		INTERFUND SVCS PROVIDE-COUNTY	600	0	0	0.0%
		INTERFUND SVCS-ACCTNG & AUDIT	1,060	0	0	0.0%
		INTERFUND SVCS-PERSONNEL	149,699	175,401	174,476	(0.5%)
		INTERFUND SVCS-PRO SVCS	147,238	143,300	143,200	(0.1%)
	Total 9600 CHARGES FOR SERVICES		25,547,857	26,730,672	26,254,288	(1.8%)
	9700 MISC REVENUE					
		CASH OVERAGE	8	0	0	0.0%
		OTHER REVENUE	3,285,105	2,999,536	4,896,545	63.2%
		DONATIONS AND CONTRIBUTIONS	137,259	610,000	826,466	35.5%
	Total 9700 MISC REVENUE		3,422,371	3,609,536	5,723,011	58.6%
	9800 OTHER FINANCING SOURCES					
		SALE OF NONTAXABLE FIXED ASSET	58,500	0	0	0.0%
		OPERATING TRANSFERS IN	1,695,143	2,216,074	1,967,494	(11.2%)
		TRANSFERS IN - MHSA	20,831,091	27,420,095	27,882,664	1.7%
	Total 9800 OTHER FINANCING SOURCES		22,584,734	29,636,169	29,850,158	0.7%
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	24,913,535	20,872,749	21,929,851	5.1%
	Total 9801 GENERAL FUND CONTRIBUTION		24,913,535	20,872,749	21,929,851	5.1%
TOTAL	HEALTH & SOCIAL SERVICES FINANCING SOURCES		316,324,085	351,478,671	370,202,812	5.3%
903	WORKFORCE DEVELOPMENT BOARD					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	7,142	0	1,486	100.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		7,142	0	1,486	100.0%
	9502 INTERGOVERNMENTAL REV FEDERAL					
		GRANT REVENUE	4,341,847	5,889,115	4,376,752	(25.7%)
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		4,341,847	5,889,115	4,376,752	(25.7%)
	9503 INTERGOVERNMENTAL REV OTHER					
		OTHER GOVERNMENTAL AGENCIES	1,293,355	0	1,560,939	100.0%
	Total 9503 INTERGOVERNMENTAL REV OTHER		1,293,355	0	1,560,939	100.0%

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9700 MISC REVENUE					
	OTHER REVENUE		86,027	0	8,100	100.0%
	DONATIONS AND CONTRIBUTIONS		11,050	0	31,000	100.0%
	Total 9700 MISC REVENUE		97,077	0	39,100	100.0%
	9800 OTHER FINANCING SOURCES					
	OPERATING TRANSFERS IN		207,044	0	12,060	100.0%
	Total 9800 OTHER FINANCING SOURCES		207,044	0	12,060	100.0%
TOTAL	WORKFORCE DEVELOPMENT BOARD FINANCING SOURCES		5,946,465	5,889,115	5,990,337	1.7%
905	COUNTY LOCAL REVENUE FUND 2011					
	9501 INTERGOVERNMENTAL REV STATE					
	STATE - 2011 REALIGNMENT		84,574	95,844	150,000	56.5%
	Total 9501 INTERGOVERNMENTAL REV STATE		84,574	95,844	150,000	56.5%
TOTAL	COUNTY LOCAL REVENUE FUND 2011 FINANCING SOURCES		84,574	95,844	150,000	56.5%
906	MHSA					
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		774,159	364,574	626,172	71.8%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		774,159	364,574	626,172	71.8%
	9501 INTERGOVERNMENTAL REV STATE					
	STATE OTHER		19,569,593	20,554,632	22,815,700	11.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		19,569,593	20,554,632	22,815,700	11.0%
TOTAL	MHSA FINANCING SOURCES		20,343,752	20,919,206	23,441,872	12.1%
TOTAL	SPECIAL REVENUE FUNDS FINANCING SOURCES		641,263,469	698,911,713	738,315,778	5.6%
03	CAPITAL PROJECT FUNDS					
006	CAPITAL OUTLAY					
	9000 TAXES					
	CURRENT SECURED		2,137,058	2,210,946	2,344,098	6.0%
	CURRENT UNSECURED		91,182	95,603	95,603	0.0%
	PRIOR UNSECURED		2,544	2,356	2,356	0.0%
	SUPPLEMENTAL SECURED		77,724	66,008	60,101	(8.9%)
	PRIOR SECURED		1,366	36,840	3,006	(91.8%)
	UNITARY		75,953	77,527	75,177	(3.0%)
	ABX1 26 RESIDUAL TAXES		189,771	178,246	194,415	9.1%
	ABX1 26 PASS THROUGH		421,949	431,596	452,338	4.8%
	Total 9000 TAXES		2,997,547	3,099,122	3,227,094	4.1%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	327,044	200,000	68,086	(66.0%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		327,044	200,000	68,086	(66.0%)
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	205	205	205	0.0%
		STATE HIGHWAY RENTALS	9	9	8	(11.1%)
		HOMEOWNERS PROPERTY TAX RELIEF	24,326	24,000	23,779	(0.9%)
		STATE CONSTRUCTION	5,635,191	0	6,301,108	100.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		5,659,731	24,214	6,325,100	26021.7%
	9502 INTERGOVERNMENTAL REV FEDERAL					
		REVENUE SHARING	31	31	35	12.9%
		FED OTHER	656	686	600	(12.5%)
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		687	717	635	(11.4%)
	9503 INTERGOVERNMENTAL REV OTHER					
		LMIHF & OTHER ASSETS	7,704	14,988	11,000	(26.6%)
	Total 9503 INTERGOVERNMENTAL REV OTHER		7,704	14,988	11,000	(26.6%)
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	0	11,700	9,183	(21.5%)
	Total 9600 CHARGES FOR SERVICES		0	11,700	9,183	(21.5%)
	9700 MISC REVENUE					
		OTHER REVENUE	954,560	0	0	0.0%
	Total 9700 MISC REVENUE		954,560	0	0	0.0%
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	770,666	620,000	1,502,309	142.3%
	Total 9800 OTHER FINANCING SOURCES		770,666	620,000	1,502,309	142.3%
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	8,175,440	7,678,000	6,385,000	(16.8%)
	Total 9801 GENERAL FUND CONTRIBUTION		8,175,440	7,678,000	6,385,000	(16.8%)
TOTAL	CAPITAL OUTLAY FINANCING SOURCES		18,893,379	11,648,741	17,528,407	50.5%
106	PUBLIC ARTS PROJECTS					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	847	750	176	(76.5%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		847	750	176	(76.5%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	0	2	64	3100.0%
	Total 9600 CHARGES FOR SERVICES		0	2	64	3100.0%
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	5,059	4,468	3,377	(24.4%)
	Total 9800 OTHER FINANCING SOURCES		5,059	4,468	3,377	(24.4%)
TOTAL	PUBLIC ARTS PROJECTS FINANCING SOURCES		5,906	5,220	3,617	(30.7%)
107	FAIRGROUNDS DEVELOPMENT PROJ					
	9800 OTHER FINANCING SOURCES					
		LONG-TERM DEBT PROCEEDS	0	7,946,898	7,946,898	0.0%
		OPERATING TRANSFERS IN	1,500,000	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES		1,500,000	7,946,898	7,946,898	0.0%
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	0	500,000	0	(100.0%)
	Total 9801 GENERAL FUND CONTRIBUTION		0	500,000	0	(100.0%)
TOTAL	FAIRGROUNDS DEVELOPMENT PROJ FINANCING SOURCES		1,500,000	8,446,898	7,946,898	(5.9%)
249	HSS CAPITAL PROJECTS					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	13,454	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		13,454	0	0	0.0%
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	7,591	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		7,591	0	0	0.0%
TOTAL	HSS CAPITAL PROJECTS FINANCING SOURCES		21,045	0	0	0.0%
TOTAL	CAPITAL PROJECT FUNDS FINANCING SOURCES		20,420,330	20,100,859	25,478,922	26.8%
04	DEBT SERVICE FUNDS					
306	PENSION DEBT SERVICE					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	47,013	47,000	9,788	(79.2%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		47,013	47,000	9,788	(79.2%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	0	0	2,270	100.0%
	Total 9600 CHARGES FOR SERVICES		0	0	2,270	100.0%
	9700 MISC REVENUE					
		OTHER REVENUE	2,567,878	2,861,710	3,671,863	28.3%
	Total 9700 MISC REVENUE		2,567,878	2,861,710	3,671,863	28.3%
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	4,069,701	4,645,806	5,038,919	8.5%
	Total 9800 OTHER FINANCING SOURCES		4,069,701	4,645,806	5,038,919	8.5%
TOTAL	PENSION DEBT SERVICE FINANCING SOURCES		6,684,592	7,554,516	8,722,840	15.5%
332	GOVERNMENT CENTER DEBT SERVICE					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	73,036	32,700	72,000	120.2%
		BUILDING RENTAL	15,983	15,983	16,965	6.1%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		89,020	48,683	88,965	82.7%
	9600 CHARGES FOR SERVICES					
		BUILDING USE FEES-CAC	2,770,011	2,781,419	2,838,825	2.1%
	Total 9600 CHARGES FOR SERVICES		2,770,011	2,781,419	2,838,825	2.1%
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	4,423,480	4,617,203	4,448,363	(3.7%)
	Total 9800 OTHER FINANCING SOURCES		4,423,480	4,617,203	4,448,363	(3.7%)
TOTAL	GOVERNMENT CENTER DEBT SERVICE FINANCING SOURCES		7,282,511	7,447,305	7,376,153	(1.0%)
334	H&SS SPH ADMIN/REFINANCE					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	39,068	10,000	0	(100.0%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		39,068	10,000	0	(100.0%)
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	1,733,458	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES		1,733,458	0	0	0.0%
TOTAL	H&SS SPH ADMIN/REFINANCE FINANCING SOURCES		1,772,526	10,000	0	(100.0%)

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
336	2013 COP ANIMAL CARE PROJECT					
	9400 REVENUE FROM USE OF MONEY/PROP					
	INTEREST INCOME		1,473	701	307	(56.2%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		<u>1,473</u>	<u>701</u>	<u>307</u>	<u>(56.2%)</u>
	9503 INTERGOVERNMENTAL REV OTHER					
	OTHER GOVERNMENTAL AGENCIES		417,211	417,211	417,211	0.0%
	Total 9503 INTERGOVERNMENTAL REV OTHER		<u>417,211</u>	<u>417,211</u>	<u>417,211</u>	<u>0.0%</u>
	9801 GENERAL FUND CONTRIBUTION					
	TRANSFER IN-COUNTY CONTRIB		44,970	44,970	44,970	0.0%
	Total 9801 GENERAL FUND CONTRIBUTION		<u>44,970</u>	<u>44,970</u>	<u>44,970</u>	<u>0.0%</u>
TOTAL	2013 COP ANIMAL CARE PROJECT FINANCING SOURCES		463,654	462,882	462,488	(0.1%)
TOTAL	DEBT SERVICE FUNDS FINANCING SOURCES		16,203,282	15,474,703	16,561,481	7.0%
TOTAL	ALL FUNDS		<u>938,739,132</u>	<u>991,884,227</u>	<u>1,040,113,307</u>	<u>4.9%</u>

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
FY2020/21

DESCRIPTION	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
SUMMARIZATION BY FUNCTION				
GENERAL GOVERNMENT	250,619,100	258,466,776	279,669,576	8.2%
PUBLIC PROTECTION	236,648,479	258,633,785	274,173,199	6.0%
PUBLIC WAYS & FAC	21,995,903	32,618,174	33,892,134	3.9%
HEALTH & SANITATION	195,019,997	236,059,316	244,686,163	3.7%
PUBLIC ASSISTANCE	164,481,457	180,365,385	187,222,972	3.8%
EDUCATION	22,791,106	26,016,771	26,983,800	3.7%
REC & CULTURAL SERVICES	1,654,537	1,904,930	2,074,280	8.9%
DEBT SERVICE	16,928,942	14,104,356	12,632,073	(10.4%)
TOTAL FINANCING USES BY FUNCTION	910,139,521	1,008,169,493	1,061,334,197	5.3%
APPROPRIATIONS FOR CONTINGENCIES				
001 GENERAL FUND	0	12,000,000	12,000,000	0.0%
004 COUNTY LIBRARY	0	18,057,551	16,628,573	(7.9%)
012 FISH/WILDLIFE PROPAGATION	0	25,215	24,053	(4.6%)
016 PARKS AND RECREATION	0	309,850	280,116	(9.6%)
035 JH REC HALL - WARD WELFARE	0	121,812	120,821	(0.8%)
036 LIBRARY ZONE 1	0	0	226,185	100%
067 LIBRARY ZONE 7	0	0	637	100%
101 ROAD	0	2,578,095	2,901,155	12.5%
105 HOUSING REHABILITATION	0	35,946	37,296	3.8%
120 HOMEACRES LOAN PROGRAM	0	1,874,227	1,876,662	0.1%
151 FIRST 5 FUTURE INITIATIVE	0	227,143	274,520	20.9%
153 FIRST 5 SOLANO	0	1,454,358	1,819,000	25.1%
215 RECORDER SPECIAL REVENUE	0	9,566,103	9,873,414	3.2%
228 LIBRARY - FRIENDS & FOUNDATION	0	121,942	72,316	(40.7%)
233 DISTRICT ATTORNEY SPECIAL REV	0	3,776,920	3,090,763	(18.2%)
241 CIVIL PROCESSING FEES	0	438,051	470,425	7.4%
253 SHERIFF'S ASSET SEIZURE	0	170,511	171,966	0.9%
256 SHERIFF OES	0	6,135	6,135	0.0%
263 CJ TEMP CONSTRUCTION	0	683,908	808,450	18.2%
264 CRTHSE TEMP CONST	0	260,660	162,871	(37.5%)
278 PUBLIC WORKS IMPROVEMENT	0	719,563	193,105	(73.2%)
281 SURVEY MONUMENT PRESERVATION	0	60,557	10,447	(82.7%)

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

DESCRIPTION	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
282 COUNTY DISASTER	0	48,104	54,116	12.5%
296 PUBLIC FACILITIES FEES	0	29,507,655	34,199,921	15.9%
326 SHERIFF - SPECIAL REVENUE	0	335,865	468,006	39.3%
390 TOBACCO PREVENTION & EDUCATION	0	825	825	0.0%
901 C M F CASES	0	0	41,571	100%
006 CAPITAL OUTLAY	0	3,180,776	81,375	(97.4%)
106 PUBLIC ARTS PROJECTS	0	3,463	3,953	14.1%
TOTAL APPROPRIATIONS FOR CONTINGENCIES	0	85,565,235	85,898,677	0.4%
SUBTOTAL FINANCING USES	910,139,521	1,093,734,728	1,147,232,874	4.9%
PROVISIONS FOR OBLIGATED FUND BALANCES				
001 GENERAL FUND	0	22,358,564	0	(100.0%)
004 COUNTY LIBRARY	0	1,000,000	1,000,000	0.0%
902 HEALTH & SOCIAL SERVICES	0	1,440,253	2,987,051	107.4%
906 MHSA	0	6,263,742	0	(100.0%)
306 PENSION DEBT SERVICE	0	5,688,251	3,940,705	(30.7%)
332 GOVERNMENT CENTER DEBT SERVICE	0	92,764	0	(100.0%)
336 2013 COP ANIMAL CARE PROJECT	0	1,322	0	(100.0%)
TOTAL OBLIGATED FUND BALANCES	0	36,844,896	7,927,756	(78.5%)
TOTAL FINANCING USES	910,139,521	1,130,579,624	1,155,160,630	2.2%
SUMMARIZATION BY FUND				
001 GENERAL FUND	251,285,391	303,753,517	294,769,415	(3.0%)
004 COUNTY LIBRARY	20,106,707	42,071,114	41,632,255	(1.0%)
012 FISH/WILDLIFE PROPAGATION	(4,329)	37,610	35,506	(5.6%)
016 PARKS AND RECREATION	1,654,537	2,214,780	2,354,396	6.3%
035 JH REC HALL - WARD WELFARE	8,124	131,312	126,856	(3.4%)
036 LIBRARY ZONE 1	1,696,825	1,843,277	2,030,773	10.2%
037 LIBRARY ZONE 2	45,810	50,016	46,843	(6.3%)
066 LIBRARY ZONE 6	20,571	23,910	21,249	(11.1%)
067 LIBRARY ZONE 7	482,323	547,902	518,887	(5.3%)
101 ROAD	21,552,131	35,111,269	35,956,289	2.4%
105 HOUSING REHABILITATION	0	35,948	37,296	3.7%
110 MICROENTERPRISE BUSINESS	2,809	1,206	0	(100.0%)
120 HOMEACRES LOAN PROGRAM	885	1,955,175	1,957,702	0.1%
150 HOUSING & URBAN DEVELOPMENT	2,295,884	2,400,000	2,600,000	8.3%
151 FIRST 5 FUTURE INITIATIVE	1,090,005	973,703	2,160,771	121.9%

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

DESCRIPTION	2018/19 ACTUAL	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
152 IN HOME SUPP SVCS-PUBLIC AUTH	16,170,500	20,171,411	19,449,890	(3.6%)
153 FIRST 5 SOLANO	3,479,182	6,705,621	6,420,779	(4.2%)
215 RECORDER SPECIAL REVENUE	498,653	10,408,003	10,705,914	2.9%
216 AAA NAPA/SOLANO	1,807,924	3,067,003	3,174,136	3.5%
228 LIBRARY - FRIENDS & FOUNDATION	127,259	331,207	286,581	(13.5%)
233 DISTRICT ATTORNEY SPECIAL REV	1,007,941	4,953,851	4,441,065	(10.4%)
241 CIVIL PROCESSING FEES	70,287	787,321	622,991	(20.9%)
253 SHERIFF'S ASSET SEIZURE	105,646	273,298	203,709	(25.5%)
254 MENTALLY ILL CRIME OFFENDER	316,303	0	0	0
256 SHERIFF OES	1,030,846	1,197,101	1,211,389	1.2%
263 CJ TEMP CONSTRUCTION	350,290	1,187,809	1,389,373	17.0%
264 CRTHSE TEMP CONST	246,964	660,470	561,289	(15.0%)
278 PUBLIC WORKS IMPROVEMENT	443,772	804,563	1,030,105	28.0%
281 SURVEY MONUMENT PRESERVATION	817	76,722	83,860	9.3%
282 COUNTY DISASTER	3,799	52,166	54,122	3.7%
296 PUBLIC FACILITIES FEES	1,961,426	31,328,845	36,000,818	14.9%
326 SHERIFF - SPECIAL REVENUE	899,525	1,849,025	1,451,580	(21.5%)
369 CHILD SUPPORT SERVICES	12,434,928	12,853,621	13,837,246	7.7%
390 TOBACCO PREVENTION & EDUCATION	441,787	802,248	824,312	2.8%
900 PUBLIC SAFETY	195,224,942	211,780,884	225,418,225	6.4%
901 C M F CASES	439,371	408,464	450,000	10.2%
902 HEALTH & SOCIAL SERVICES	309,159,391	353,506,192	370,202,812	4.7%
903 WORKFORCE DEVELOPMENT BOARD	5,720,556	6,072,393	5,991,851	(1.3%)
905 COUNTY LOCAL REVENUE FUND 2011	84,574	159,574	219,910	37.8%
906 MHSA	20,835,576	33,684,263	27,883,212	(17.2%)
006 CAPITAL OUTLAY	14,691,359	13,383,679	19,322,549	44.4%
106 PUBLIC ARTS PROJECTS	7,835	7,931	7,330	(7.6%)
107 FAIRGROUNDS DEVELOPMENT PROJ	4,829,884	2,861,985	3,094,566	8.1%
249 HSS CAPITAL PROJECTS	581,570	166,542	0	(100.0%)
306 PENSION DEBT SERVICE	7,303,090	10,132,162	8,722,840	(13.9%)
332 GOVERNMENT CENTER DEBT SERVICE	7,395,153	7,489,142	7,376,153	(1.5%)
334 H&SS SPH ADMIN/REFINANCE	1,754,862	1,788,160	0	(100.0%)
336 2013 COP ANIMAL CARE PROJECT	475,836	477,229	473,785	(0.7%)
TOTAL FINANCING USES	910,139,521	1,130,579,624	1,155,160,630	2.2%

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
FY2020/21

FUNCTION, ACTIVITY AND BUDGET UNIT	2018/19 ACTUALS	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
GENERAL GOVERNMENT				
LEGISLATIVE & ADMIN				
1001 BOS-DISTRICT 1	539,962	556,346	597,938	7.5%
1002 BOS-DISTRICT 2	502,335	538,026	549,181	2.1%
1003 BOS-DISTRICT 3	507,393	568,789	623,117	9.6%
1004 BOS-DISTRICT 4	542,648	574,674	606,898	5.6%
1005 BOS-DISTRICT 5	491,920	533,133	539,133	1.1%
1008 BOS-ADMINISTRATION	221,397	320,784	308,887	(3.7%)
1100 ADMINISTRATION	3,931,862	4,485,076	5,005,414	11.6%
1101 GENERAL REVENUE	547,478	300,000	600,000	100.0%
1103 EMPLOYEE DEVELOPMENT & TRAINING	562,293	717,281	689,775	(3.8%)
1450 DELTA WATER ACTIVITIES	686,670	816,933	662,212	(18.9%)
Total LEGISLATIVE & ADMIN	8,533,958	9,411,042	10,182,555	8.2%
FINANCE				
1150 ASSESSOR	6,901,071	7,575,127	8,871,996	17%
1200 AUDITOR-CONTROLLER	4,968,654	5,486,344	5,816,882	6.0%
1300 TAX COLLECTOR/COUNTY CLERK	2,273,881	2,606,228	2,703,782	3.7%
1350 TREASURER	956,356	1,170,068	1,193,211	2.0%
Total FINANCE	15,099,962	16,837,767	18,585,871	10.4%
COUNSEL				
1400 COUNTY COUNSEL	4,667,591	4,801,520	5,187,987	8.0%
Total COUNSEL	4,667,591	4,801,520	5,187,987	8.0%
PERSONNEL				
1500 HUMAN RESOURCES	3,765,075	4,621,551	4,690,848	1.5%
Total PERSONNEL	3,765,075	4,621,551	4,690,848	1.5%
ELECTIONS				
1550 REGISTRAR OF VOTERS	3,951,426	7,487,837	4,992,325	(33.3%)
Total ELECTIONS	3,951,426	7,487,837	4,992,325	(33.3%)
PROPERTY MANAGEMENT				
1640 REAL ESTATE SERVICES	891,621	835,080	914,625	9.5%
Total PROPERTY MANAGEMENT	891,621	835,080	914,625	9.5%

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2018/19 ACTUALS	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
PLANT ACQUISITION				
1700 CAPITAL PROJECTS	14,691,359	10,202,903	19,241,174	88.6%
1630 PUBLIC ART	7,835	4,468	3,377	(24.4%)
1820 FAIRGROUNDS DEVELOPMENT PROJECT	4,829,884	2,861,985	3,094,566	8.1%
2490 HSS CAPITAL PROJECTS	581,570	166,542	0	(100.0%)
1760 PUBLIC FACILITIES FEES	1,961,426	1,821,190	1,800,897	(1.1%)
Total PLANT ACQUISITION	22,072,074	15,057,088	24,140,014	60.3%
PROMOTION				
1750 PROMOTION	120,828	152,550	155,444	1.9%
Total PROMOTION	120,828	152,550	155,444	1.9%
OTHER GENERAL				
1117 GENERAL SERVICES	19,681,007	23,278,826	23,739,160	2.0%
1903 GENERAL EXPENDITURES	174,380,588	178,168,681	189,319,818	6.3%
1904 SURVEYOR/ENGINEER	142,411	146,106	141,426	(3.2%)
1905 COUNTY WIDE COST ALLOCATION PLAN	(4,708,005)	(4,408,762)	(4,347,768)	(1.4%)
1906 GENERAL FUND OTHER-DEBT SERVICE	2,019,747	2,061,324	1,893,858	(8.1%)
1950 SURVEY MONUMENT	817	16,165	73,413	354.1%
Total OTHER GENERAL	191,516,565	199,262,340	210,819,907	5.8%
Total GENERAL GOVERNMENT	250,619,100	258,466,776	279,669,576	8.2%
PUBLIC PROTECTION				
JUDICIAL				
2400 GRAND JURY	122,454	136,913	132,315	(3.4%)
4100 DA SPECIAL REVENUE	1,007,941	1,176,931	1,350,302	14.7%
2480 DEPT OF CHILD SUPPORT SERVICES	12,434,928	12,853,621	13,837,246	7.7%
6500 DISTRICT ATTORNEY	24,551,593	26,530,189	29,329,460	10.6%
6530 PUBLIC DEFENDER	12,893,664	14,897,800	15,981,920	7.3%
6540 ALTERNATE PUBLIC DEFENDER	4,001,940	5,051,872	5,138,182	1.7%
6730 OTHER PUBLIC DEFENSE	3,124,004	3,375,607	3,425,910	1.5%
6800 C M F CASES	439,371	408,464	408,429	(0.0%)
Total JUDICIAL	58,575,894	64,431,397	69,603,764	8.0%
POLICE PROTECTION				
4110 CIVIL PROCESSING FEES	70,287	349,270	152,566	(56.3%)
4120 SHERIFF ASSET SEIZURE	105,646	102,787	31,743	(69.1%)
2540 MENTALLY ILL OFFENDER GRANT	316,303	0	0	0.0%
2535 EMERGENCY MGMT PERFORM GRANTS	288,663	0	85,837	0.0%
2536 FLOOD EMERGENCY RESPONSE GRANT	0	131,000	131,000	0.0%
2538 URBAN AREAS SEC INITIATIVE	104,590	423,700	128,800	(69.6%)

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2018/19 ACTUALS	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
2539 HOMELAND SECURITY GRANTS	637,593	636,266	859,617	35.1%
4050 AUTOMATED IDENTIFICATION	474,544	992,241	439,639	(55.7%)
4052 VEHICLE THEFT INVES/RECOVERY	424,981	520,919	543,935	4.4%
6550 SHERIFF	111,180,431	118,123,699	125,826,821	6.5%
Total POLICE PROTECTION	113,603,038	121,279,882	128,199,958	5.7%
DETENTION & CORRECT				
8035 JH REC HALL - WARD WELFARE	8,124	9,500	6,035	(36.5%)
4130 CJ FAC TEMP CONST FUND	350,290	503,901	580,923	15.3%
4140 CRTHSE TEMP CONST FUND	246,964	399,810	398,418	(0.3%)
6650 PROBATION	39,473,310	43,801,717	45,715,932	4.4%
6901 2011 REALIGNMENT-ADMINISTRATION	84,574	159,574	219,910	37.8%
Total DETENTION & CORRECT	40,163,262	44,874,502	46,921,218	4.6%
PROTECTION & INSPECT				
2830 AGRICULTURAL COMMISSIONER	3,567,091	4,121,550	4,361,101	5.8%
2850 ANIMAL CARE SERVICES	4,570,662	4,979,370	5,038,930	1.2%
Total PROTECTION & INSPECT	8,137,753	9,100,920	9,400,031	3.3%
OTHER PROTECTION				
2909 RECORDER	1,838,720	2,001,013	2,045,603	2.2%
2910 RESOURCE MANAGEMENT	10,656,797	12,393,766	13,551,459	9.3%
5500 OFFICE OF FAMILY VIOLENCE PREV	879,113	1,215,854	926,173	(23.8%)
2950 FISH/WILDLIFE PROPAGATION PROG	(4,329)	12,395	11,453	(7.6%)
8217 HOME 2010 PROGRAM	0	2	0	(100.0%)
2110 MICROENTERPRISE BUSINESS	2,809	1,206	0	(100.0%)
8220 HOMEACRES LOAN PROGRAM	885	80,948	81,040	0.1%
1510 HOUSING & URBAN DEVELOPMENT	2,295,884	2,400,000	2,600,000	8.3%
4000 RECORDER SPECIAL REVENUE	498,653	841,900	832,500	(1.1%)
Total OTHER PROTECTION	16,168,532	18,947,084	20,048,228	5.8%
Total PUBLIC PROTECTION	236,648,479	258,633,785	274,173,199	6.0%
PUBLIC WAYS & FAC				
PUBLIC WAYS				
3010 TRANSPORTATION DEPARTMENT	21,529,290	32,514,174	33,030,134	1.6%
3030 REGIONAL TRANSPORTATION PROJ	22,841	19,000	25,000	31.6%
3020 PUBLIC WORKS IMPROVEMENT	443,772	85,000	837,000	884.7%
Total PUBLIC WAYS	21,995,903	32,618,174	33,892,134	3.9%
Total PUBLIC WAYS & FAC	21,995,903	32,618,174	33,892,134	3.9%

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2018/19 ACTUALS	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
HEALTH & SANITATION				
HEALTH				
1520 IN HOME SUPP SVCS-PUBLIC AUTH	16,170,500	20,171,411	19,449,890	(3.6%)
1530 FIRST 5 SOLANO	3,479,182	5,251,263	4,601,779	(12.4%)
7950 TOBACCO PREVENTION & EDUCATION	441,787	801,423	823,487	2.8%
7690 IN-HOME SUPPORTIVE SERVICES PA	804,964	959,101	934,736	(2.5%)
7780 BEHAVIORAL HEALTH	86,104,375	100,711,518	107,092,837	6.3%
7880 HEALTH SERVICES	67,183,613	80,744,079	83,900,222	3.9%
9600 MHSA	20,835,576	27,420,521	27,883,212	1.7%
Total HEALTH	195,019,997	236,059,316	244,686,163	3.7%
Total HEALTH & SANITATION	195,019,997	236,059,316	244,686,163	3.7%
PUBLIC ASSISTANCE				
ADMINISTRATION				
1570 GRANTS/PROGRAMS ADMIN	1,090,005	746,560	1,886,251	152.7%
7501 ADMINISTRATION DIVISION	5,470,572	2,911,527	2,804,899	(3.7%)
7680 SOCIAL SERVICES DEPARTMENT	99,521,952	113,989,847	115,059,076	0.9%
7900 ASSISTANCE PROGRAMS	50,073,916	52,749,867	57,423,991	8.9%
Total ADMINISTRATION	156,156,444	170,397,801	177,174,217	4.0%
GENERAL RELIEF				
5460 IND BURIAL VETS CEM CARE	38,308	33,589	37,558	11.8%
Total GENERAL RELIEF	38,308	33,589	37,558	11.8%
VETERANS SERVICES				
5800 VETERANS SERVICE	754,426	790,537	845,204	6.9%
Total VETERANS SERVICES	754,426	790,537	845,204	6.9%
OTHER ASSISTANCE				
2160 AAA FOR NAPA/SOLANO	1,807,924	3,067,003	3,174,136	3.5%
5908 COUNTY DISASTER	3,799	4,062	6	(99.9%)
7200 WORKFORCE INVESTMENT BOARD	5,720,556	6,072,393	5,991,851	(1.3%)
Total OTHER ASSISTANCE	7,532,280	9,143,458	9,165,993	0.2%
Total PUBLIC ASSISTANCE	164,481,457	180,365,385	187,222,972	3.8%

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2018/19 ACTUALS	2019/20 ADOPTED	2020/21 RECOMMENDED	PERCENT CHANGE
EDUCATION				
LIBRARY SERVICES				
6300 LIBRARY	20,106,707	23,013,563	24,003,682	4.3%
6150 LIBRARY ZONE 1	1,696,825	1,843,277	1,804,588	(2.1%)
6180 LIBRARY ZONE 2	45,810	50,016	46,843	(6.3%)
6166 LIBRARY ZONE 6	20,571	23,910	21,249	(11.1%)
6167 LIBRARY ZONE 7	482,323	547,902	518,250	(5.4%)
2280 LIBRARY - FRIENDS & FOUNDATION	127,259	209,265	214,265	2.4%
Total LIBRARY SERVICES	22,479,494	25,687,933	26,608,877	3.6%
AGRICULTURAL EDUCATION				
6200 COOPERATIVE EXT SVCE	311,612	328,838	374,923	14.0%
Total AGRICULTURAL EDUCATION	311,612	328,838	374,923	14.0%
Total EDUCATION	22,791,106	26,016,771	26,983,800	3.7%
REC & CULTURAL SERVICES				
RECREATION FACILITY				
7000 PARKS & RECREATION	1,654,537	1,904,930	2,074,280	8.9%
Total RECREATION FACILITY	1,654,537	1,904,930	2,074,280	8.9%
Total REC & CULTURAL SERVICES	1,654,537	1,904,930	2,074,280	8.9%
DEBT SERVICE				
RETIRE-LONG TERM DEBT				
8006 PENSION DEBT SERVICE FUND	7,303,090	4,443,911	4,782,135	7.6%
8037 2017 CERTIFICATES OF PARTICIPATION	7,395,153	7,396,378	7,376,153	(0.3%)
8034 HSS ADMIN/REFINANCE SPHF	1,754,862	1,788,160	0	(100.0%)
8036 2013 COP ANIMAL CARE PROJECT	475,837	475,907	473,785	(0.4%)
Total RETIRE-LONG TERM DEBT	16,928,942	14,104,356	12,632,073	(10.4%)
Total DEBT SERVICE	16,928,942	14,104,356	12,632,073	(10.4%)
GRAND TOTAL FINANCING USES BY FUNCTION	910,139,519	1,008,169,493	1,061,334,197	5.3%

State of California
General Fund Financing Sources and Uses

COUNTY OF SOLANO
STATE OF CALIFORNIA
GENERAL FUND FINANCING SOURCES AND USES
FY2020/21

FINANCING SOURCES AND USES CLASSIFICATIONS	2019/20 ADOPTED	2020/21 RECOMMENDED	DIFFERENCE	PERCENTAGE CHANGE
FINANCING SOURCES				
TAXES	177,054,866	183,231,957	6,177,091	3.5%
LICENSES, PERMITS & FRANCHISE	7,849,273	7,991,797	142,524	1.8%
FINES, FORFEITURES, & PENALTY	1,092,100	1,092,100	0	0.0%
REVENUE FROM USE OF MONEY/PROP	3,351,996	1,332,331	(2,019,665)	(60.3%)
INTERGOVERNMENTAL REV STATE	6,251,178	4,898,031	(1,353,147)	(21.6%)
INTERGOVERNMENTAL REV FEDERAL	658,517	4,800	(653,717)	(99.3%)
INTERGOVERNMENTAL REV OTHER	2,970,590	3,013,526	42,936	1.4%
CHARGES FOR SERVICES	53,222,130	54,056,503	834,373	1.6%
MISC REVENUE	3,992,638	4,061,081	68,443	1.7%
OTHER FINANCING SOURCES	953,664	75,000	(878,664)	(92.1%)
FROM RESERVE	11,678,000	10,322,145	(1,355,855)	(11.6%)
TOTAL FINANCING SOURCES	269,074,952	270,079,271	1,004,319	0.4%
FINANCING USES				
SALARIES AND EMPLOYEE BENEFITS	56,299,832	60,240,904	3,941,072	7.0%
SERVICES AND SUPPLIES	28,950,537	29,551,025	600,488	2.1%
OTHER CHARGES	12,705,384	13,184,260	478,876	3.8%
F/A EQUIPMENT	2,876,019	144,530	(2,731,489)	(95.%)
OTHER FINANCING USES	168,563,181	179,648,696	11,085,515	6.6%
CONTINGENCIES AND RESERVES	34,358,564	12,000,000	(22,358,564)	(65.1%)
TOTAL FINANCING USES	303,753,517	294,769,415	(8,984,102)	(3.0%)
NET COUNTY COST	34,678,565	24,690,144	(9,988,421)	(28.8%)

State of California
Governmental Funds Financing Sources and Uses

COUNTY OF SOLANO
STATE OF CALIFORNIA
GOVERNMENTAL FUNDS FINANCING SOURCES AND USES
FY 2020/21

FINANCING SOURCES And USES CLASSIFICATIONS	2019/20 ADOPTED	2020/21 RECOMMENDED	DIFFERENCE	PERCENTAGE CHANGE
FINANCING SOURCES				
TAXES	197,724,239	204,649,321	6,925,082	3.5%
LICENSES, PERMITS & FRANCHISE	8,201,068	8,347,653	146,585	1.8%
FINES, FORFEITURES, & PENALTY	3,460,510	3,458,232	(2,278)	(0.1%)
REVENUE FROM USE OF MONEY/PROP	6,086,056	3,731,818	(2,354,238)	(38.7%)
INTERGOVERNMENTAL REV STATE	280,225,444	299,896,876	19,671,432	7.0%
INTERGOVERNMENTAL REV FEDERAL	149,765,481	151,107,915	1,342,434	0.9%
INTERGOVERNMENTAL REV OTHER	5,546,841	7,771,785	2,224,944	40.1%
CHARGES FOR SERVICES	109,702,867	114,532,034	4,829,167	4.4%
MISC REVENUE	12,392,395	15,641,800	3,249,405	26.2%
OTHER FINANCING SOURCES	53,948,465	54,607,248	658,783	1.2%
GENERAL FUND CONTRIBUTION	164,830,861	176,368,625	11,537,764	7.0%
FROM RESERVE	24,282,844	14,278,494	(10,004,350)	(41.2%)
TOTAL FINANCING SOURCES	1,016,167,071	1,054,391,801	38,224,730	3.8%
FINANCING USES				
SALARIES AND EMPLOYEE BENEFITS	401,926,079	418,565,469	16,639,390	4.1%
SERVICES AND SUPPLIES	140,782,597	147,246,071	6,463,474	4.6%
OTHER CHARGES	228,493,277	243,759,278	15,266,001	6.7%
F/A LAND	324,689	176,000	(148,689)	(45.8%)
F/A BLDGS AND IMPRMTS	19,961,886	21,531,517	1,569,631	7.9%
F/A EQUIPMENT	5,270,027	7,404,934	2,134,907	40.5%
F/A - INTANGIBLES	584,744	24,000	(560,744)	(95.9%)
OTHER FINANCING USES	210,826,194	222,626,928	11,800,734	5.6%
CONTINGENCIES AND RESERVES	122,410,131	93,826,433	(28,583,698)	(23.4%)
TOTAL FINANCING USES	1,130,579,624	1,155,160,630	24,581,006	2.2%
NET COUNTY COST	114,412,553	100,768,829	(13,643,724)	(11.9%)

County of Solano
Operating Transfers-Out/In

COUNTY OF SOLANO
OPERATING TRANSFERS-OUT/IN
FY2020/21

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
001 - GENERAL FUND		
1001 - BOS-DISTRICT 1	4,665	0
1002 - BOS-DISTRICT 2	2,292	0
1003 - BOS-DISTRICT 3	4,795	0
1004 - BOS-DISTRICT 4	4,662	0
1005 - BOS-DISTRICT 5	2,450	0
1100 - ADMINISTRATION	41,346	0
1103 - EMPLOYEE DEVELOPMENT & TRAINING	3,934	0
1117 - GENERAL SERVICES	154,111	0
1150 - ASSESSOR	59,744	0
1200 - AUDITOR-CONTROLLER	50,969	0
1300 - TAX COLLECTOR/COUNTY CLERK	14,717	0
1350 - TREASURER	5,339	0
1400 - COUNTY COUNSEL	48,895	0
1450 - DELTA WATER ACTIVITIES	2,259	0
1500 - HUMAN RESOURCES	35,966	0
1550 - REGISTRAR OF VOTERS	11,387	0
1640 - REAL ESTATE SERVICES	1,449	0
1903 - GENERAL EXPENDITURES	177,068,367	0
1906 - GENERAL FUND OTHER-DEBT SERVICE	1,893,858	0
2830 - AGRICULTURAL COMMISSIONER	65,142	0
2850 - ANIMAL CARE SERVICES	28,355	0
2909 - RECORDER	14,831	0
2910 - RESOURCE MANAGEMENT	118,454	0
5500 - OFFICE OF FAMILY VIOLENCE PREV	4,140	0
5800 - VETERANS SERVICE	6,569	0
FUND TOTAL	179,648,696	0
004 - COUNTY LIBRARY		
6300 - LIBRARY	133,000	2,679,582
FUND TOTAL	133,000	2,679,582
006 - CAPITAL OUTLAY		
1700 - CAPITAL PROJECTS	958,377	7,887,309
FUND TOTAL	958,377	7,887,309
016 - PARKS AND RECREATION		
7000 - PARKS & RECREATION	7,768	572,579
FUND TOTAL	7,768	572,579
034 - FLEET MANAGEMENT		
3100 - FLEET MANAGEMENT	12,562	79,000
FUND TOTAL	12,562	79,000
036 - LIBRARY ZONE 1		
6150 - LIBRARY ZONE 1	1,784,790	0
FUND TOTAL	1,784,790	0

County of Solano
Operating Transfers-Out/In

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
037 - LIBRARY ZONE 2		
6180 - LIBRARY ZONE 2	44,731	0
FUND TOTAL	44,731	0
047 - AIRPORT ENTERPRISE		
9000 - AIRPORT	198,316	12,873
FUND TOTAL	198,316	12,873
060 - RISK MANAGEMENT		
1830 - RISK MANAGEMENT	12,335	0
FUND TOTAL	12,335	0
066 - LIBRARY ZONE 6		
6166 - LIBRARY ZONE 6	20,490	0
FUND TOTAL	20,490	0
067 - LIBRARY ZONE 7		
6167 - LIBRARY ZONE 7	508,744	0
FUND TOTAL	508,744	0
101 - ROAD		
3010 - TRANSPORTATION DEPARTMENT	227,971	874,000
FUND TOTAL	227,971	874,000
106 - PUBLIC ARTS PROJECTS		
1630 - PUBLIC ART	0	3,377
FUND TOTAL	0	3,377
151 - FIRST 5 FUTURE INITIATIVE		
1570 - GRANTS/PROGRAMS ADMIN	0	1,746,250
FUND TOTAL	0	1,746,250
152 - IN HOME SUPP SVCS-PUBLIC AUTHORITY		
1520 - IN HOME SUPP SVCS-PUBLIC AUTHORITY	902,670	6,545,803
FUND TOTAL	902,670	6,545,803
153 - FIRST 5 SOLANO		
1530 - FIRST 5 SOLANO	11,074	0
FUND TOTAL	11,074	0
216 - AAA NAPA/SOLANO		
2160 - AAA FOR NAPA/SOLANO	572,628	252,516
FUND TOTAL	572,628	252,516
233 - DISTRICT ATTORNEY SPECIAL REV		
4100 - DA SPECIAL REVENUE	1,350,310	0
FUND TOTAL	1,350,310	0
241 - CIVIL PROCESSING FEES		
4110 - CIVIL PROCESSING FEES	152,566	0
FUND TOTAL	152,566	0

County of Solano
Operating Transfers-Out/In

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
253 - SHERIFF'S ASSET SEIZURE		
4120 - SHERIFF ASSET SEIZURE	31,743	0
FUND TOTAL	31,743	0
263 - CJ TEMP CONSTRUCTION		
4130 - CJ FAC TEMP CONST FUND	578,000	0
FUND TOTAL	578,000	0
264 - CRTHSE TEMP CONST		
4140 - CRTHSE TEMP CONST FUND	395,424	0
FUND TOTAL	395,424	0
278 - PUBLIC WORKS IMPROVEMENT		
3020 - PUBLIC WORKS IMPROVEMENT	837,000	0
FUND TOTAL	837,000	0
296 - PUBLIC FACILITIES FEES		
1760 - PUBLIC FACILITIES FEES	1,304,051	0
FUND TOTAL	1,304,051	0
306 - PENSION DEBT SERVICE		
8006 - PENSION DEBT SERVICE FUND	0	5,038,919
FUND TOTAL	0	5,038,919
310 - SPECIAL AVIATION		
9050 - SPECIAL AVIATION	12,873	194,028
FUND TOTAL	12,873	194,028
326 - SHERIFF - SPECIAL REVENUE		
4050 - AUTOMATED IDENTIFICATION	422,350	0
4052 - VEHICLE THEFT INVES/RECOVERY	6,620	0
FUND TOTAL	428,970	0
332 - GOVERNMENT CENTER DEBT SERVICE		
8037 - 2017 CERTIFICATES OF PARTICIPATION	0	4,448,363
FUND TOTAL	0	4,448,363
336 - 2013 COP ANIMAL CARE PROJECT		
8036 - 2013 COP ANIMAL CARE PROJECT	0	44,970
FUND TOTAL	0	44,970
369 - CHILD SUPPORT SERVICES		
2480 - DEPT OF CHILD SUPPORT SERVICES	894,618	95,000
FUND TOTAL	894,618	95,000
370 - DEPARTMENT OF INFO TECHNOLOGY		
1870 - DEPARTMENT OF INFO TECHNOLOGY	131,878	0
FUND TOTAL	131,878	0

County of Solano
Operating Transfers-Out/In

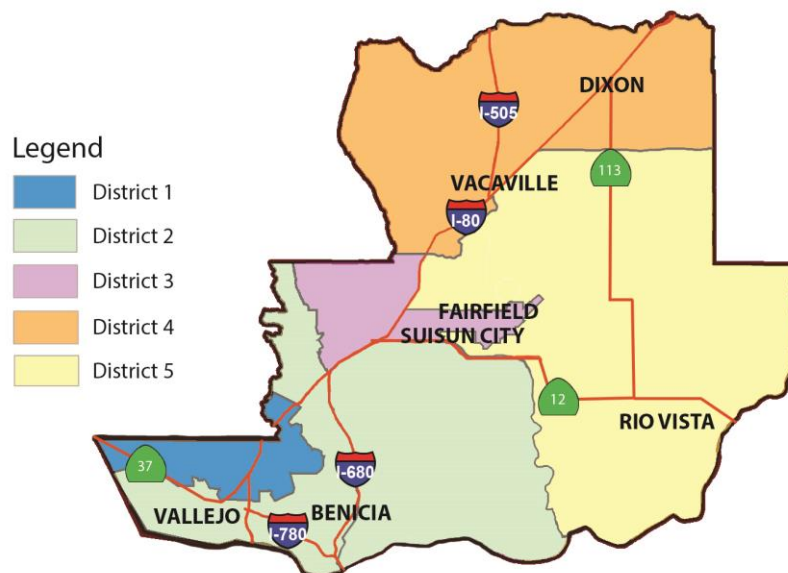
FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
390 - TOBACCO PREVENTION & EDUCATION		
7950 - TOBACCO PREVENTION & EDUCATION	2,361	0
FUND TOTAL	2,361	0
900 - PUBLIC SAFETY		
6500 - DISTRICT ATTORNEY	263,378	19,247,798
6530 - PUBLIC DEFENDER	130,261	15,038,801
6540 - ALTERNATE PUBLIC DEFENDER	44,046	5,087,840
6550 - SHERIFF	1,304,156	73,768,898
6650 - PROBATION	475,768	24,171,067
6730 - OTHER PUBLIC DEFENSE	2,051	3,425,910
FUND TOTAL	2,219,660	140,740,314
902 - HEALTH & SOCIAL SERVICES		
7501 - ADMINISTRATION DIVISION	124,272	1,593,966
7680 - SOCIAL SERVICES DEPARTMENT	799,265	8,813,425
7690 - IN-HOME SUPPORTIVE SERVICES PA	7,047	902,670
7780 - BEHAVIORAL HEALTH	336,911	34,336,338
7880 - HEALTH SERVICES	461,127	2,586,471
7900 - ASSISTANCE PROGRAMS	0	3,547,139
FUND TOTAL	1,728,622	51,780,009
906 - MHSA		
9600 - MHSA	27,882,664	0
FUND TOTAL	27,882,664	0
TOTAL	222,994,892	222,994,892

Board of Supervisors



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

County of Solano



1000 – Fund 001-Board of Supervisors

Erin Hannigan, Chairwoman
Legislative & Administration

STATEMENT OF PURPOSE

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

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

The Board approves and sets priorities for a yearly balanced budget for 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.

As we look to FY2020/21 Solano County, like our State, Nation, and the world face the consequences of the COVID-19 pandemic medical emergency declared by the World Health Organization on March 11, 2020. In responding to this emergency our economy faces a downturn not seen since the Great Recession. In responding to this emergency and throughout our recovery process, the Board will continue to manage operational funding challenges, while providing operational needs and essential services for 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.

Budget Summary:	
FY2019/20 Midyear Projection:	577,074
FY2020/21 Recommended:	597,938
County General Fund Contribution:	597,938
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

FUNCTION AND RESPONSIBILITIES

The District 1 Supervisor, Erin Hannigan, represents citizens residing within the central and northern sections of the City of Vallejo and maintains an office at 675 Texas Street in Fairfield. Supervisor Hannigan also holds office hours on a regular basis at the Florence Douglas Center in Vallejo. Over the years, she has been joined by 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 25 County, State, Regional and District boards and commissions. She is directly working with County initiatives serving as Chairwoman of the Board's Legislative Committee and its Solano360 Implementation Committee. She serves on the First 5 Solano Commission, and also serves as a member of the Solano Regional Park Committee, the Solano County Blue Ribbon Commission on Children in Foster Care, the Cannabis Committee, Public Art Committee, Solano Open Space, the Lakes Water Policy Committee, Health & Human Services and Family Justice Committee, and the Human Services Needs Assessment Committee.

Supervisor Hannigan is a Board Member of the California State Association of Counties (CSAC) where she is a member of the Executive Committee, and 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.

Connecting with regional organizations through her service as a Board Member of the Solano County Water Agency Board, as a Joint Steering Committee and Regular Member of the City County Coordinating Committee, as Executive Committee Member and Director of the Solano Economic Development Corporation, as a member of the Community Action Partnership Solano's Tripartite Advisory Board, and as an Alternate Member to each the Napa/Solano Area Agency on Aging, the Northern CA Counties Tribal Matters Consortium, and the Solano Transportation Authority.

In Vallejo, the former City Councilmember serves as Trustee to the Vallejo Flood and Wastewater District, Member of the Vallejo Interagency Committee, and as a Founding Board Member of the Vallejo Education Business Alliance.

Accomplishments:

- As a member of the Solano County Local Board for the "Emergency Food and Shelter National Board Program" which is funded through FEMA and the Department of Homeland Security, Supervisor Hannigan advocates for local non-profit organizations. This program has always been a unique public-private partnership between the federal government and the United Way. United Way of the Bay Area staffs the program locally. This program is one of the few dedicated sources of federal funding that nonprofits can use to buy food for meals programs and pantries. Organizations receiving funding totaling \$191,125 include Catholic Charities, Children's Network, Food Bank of Contra Costa and Solano, Meals on Wheels, Shelter Inc. Solano, Solano Dream Center and the Sparrow Project.
- Supervisor Hannigan developed a partnership with the Yocha Dehe Wintun Nation which continues in 2019/20, the third year of a contribution of \$1,000,000 to fund programs through 2020 to assist people in need in Solano County. In 2020, a robust collection of programs includes the following: First 5 Solano provides basic needs support with \$200,000 that will directly assist families in crisis by addressing immediate needs, and \$300,000 is committed providing programs related to Early Learning, School Readiness, Social Engagement & Peer Support as well as Community Resource Information at the

Erin Hannigan, Chairwoman
Legislative & Administration

First 5 Center in Vallejo. The project with Family Health Services continues with an additional \$100,000 to operate the Mobile Food Pharmacy and its Food Rx Program in collaboration with the Food Bank of Contra Costa and Solano Counties. This Mobile Food Pharmacy visits our County Medical clinics where medical professionals will provide a food prescription, called Food Rx, to their patients. Vibe Solano is funded with \$194,000 to provide prevention and wellness programs.

- Programs that were added in FY2019/20, the second year of the program involve High School Diplomas and Transportation for Seniors. Funding of \$11,000 allows for a match with funding from the State Library to offer 20 people the opportunity to earn a High School Diploma. Through our partnership with the Solano Transportation Authority, we have identified this great need to improve transportation options for seniors, especially those with mobility issues. Last year's funding in the amount of \$100,000 made it possible for the STA to purchase two paratransit vans which are operated by volunteer drivers who will bring seniors to various appointments and social events.
- Two new programs have been approved and were launched in the third year of the partnership with the Yocha Dehe Wintun Nation.
 - **Transition Support for At Risk Youth** is receiving \$ 150,000 in grant funding. Our County Chief of Probation has identified several gaps that, if filled, would help young people during probation supervision and/or exit from the juvenile justice system. This program will help fill a gap by providing youth in transition with: Professional Attire, Educational and Vocational Materials, Celebrations, Motivational Speakers, A Challenge Day, Mentoring, and other support such as housing and transportation assistance.
 - **Promote Youth Workforce Development** is receiving \$ 45,000 in grant funding. Our Healthy Solano Collaborative has identified unemployment as a priority issue and developed proactive strategies centered around workforce development. The two goals of this program are to provide communities with resources and guidance that support the cultivation of career interests and job skills in youth and to expose people of all ages to opportunities from assessment/education/experience/skill building for job readiness. Solano Public Health is offering mini-grants to assist young people in workforce readiness--this funding will allow us to engage 6 more inspiring proposals.
- The partnership with the Yocha Dehe Wintun Nation dovetails into Supervisor Hannigan's priority of enhancing a Foundation Giving campaign. 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. Since 2006 Solano has remained the most under-resourced of all Bay Area counties in terms of foundation investment. Solano County's per capita foundation funding increased by approximately 46% between 2012 and 2016. In contrast, foundation funding per capita in other Bay Area counties has increased by as much as 321% in the same 4-year period. Developing relationships with foundations around the Bay Area and the Sacramento Valley has required that Solano stakeholders identify the foundations that have similar investment priorities and meet with the foundation representatives to clearly articulate the County's needs and how Solano agencies intend to address them.
- In February of 2020, after a two-year process, Supervisor Hannigan, as Chairwoman of the First 5 Solano Commission on Children and Families, helped open Solano County's First 5 Center in Vallejo with over 400 people in attendance. This is the first Center of its kind in Solano County. The location of the Center was determined through an equity lens that identified risk factors of children living in poverty throughout Solano County. The Center, run by Bay Area Community Resources, provides free classes and resources (County and non-profit partners) for family members with children under the age of 6. The Center has an indoor play area, free books, three activity rooms and a staff to support our most vulnerable residents. Tenant improvements totaled \$1.8 million and Supervisor Hannigan was able to help raise \$1.2 million.
- 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. They work to end their exploitation and to hold exploiters accountable. The committee has formed a Memorandum of Understanding (MOU) to establish multidisciplinary teams on behalf of commercially sexual exploited children in Solano County.

- In May of 2019 Supervisor Hannigan attended Bike to School Day at Solano Middle School (Grades 6th-8th). While there she noticed great needs for students and families. She then coordinated a “Call to Action” a few weeks later. The first order of business was to partner with Assembly member Tim Grayson and Councilmember Hakeem Brown to replace the broken washer and dryer so that students would have an opportunity to have their clothing washed. Following school dismissal, lunch was provided and wrap around services were made available. Services included the mobile food pharmacy, mobile dental and doctor clinics, employment and eligibility, child support services, safe routes to school, Solano transportation authority, Solano pride, fighting back partnership and mobile bike repair station. A “Call to Action Part 2” followed when Elsa Widenmann School closed and the 2 schools combined to Solano-Widenmann K-8th. The same services were delivered and a \$2,000 grant was secured through Kaiser to cover the cost of dinner.

Supervisor Hannigan was then contacted by John Finney High School for a 3rd “Call to Action.” This took place in September 2019 and many local non-profits joined in with the same services provided to Solano-Widenmann K-8th. John Finney High School is a continuation high school with at-risk youth. This event made a positive impact on students and their families.

- Advocacy for Solano County to State and federal governments is a priority. Supervisor Hannigan participates annually in the National Association of Counties (NACo) Legislative Conference. These visits include in-person meetings with our Senators and Congressmembers 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 and around the State.
- Supervisor Hannigan is proud of the lasting legacy of her family. In May 2019, the train station on Vanden Road was ceremoniously named **Fairfield-Vacaville Hannigan Station** after former Fairfield Assembly member Tom Hannigan, who contributed to the development of the *Capitol Corridor* service.
- The California State Legislature passed SB 365 and it was signed by the Governor giving Solano County the foundation to develop a County-wide parks district. Supervisors Vasquez and Hannigan are working with County staff and community stakeholders to further define the operation of the Regional Parks District and create a 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 affecting women and 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.
- In 2018, she championed and participated in the forming committee for the newly established Solano Commission on Women and Girls (SCWG), which was established as an advisory committee comprised of concerned citizens of Solano County to provide the Board of Supervisors with comments on general or specific issues relating to enabling women to have greater equality in the areas of housing, education, employment, community services, and related activities. The Commission is made up of diverse women and girls from throughout the County who have been working to establish a report card on the status of women and girls in 2019/20. Initial funding for the SCWG was obtained by Soroptimist Clubs and other women centric groups.
- What started with a \$30,000 “Walking for Health” grant with Sutter Health, Supervisor Hannigan has partnered with the Florence Douglas Senior Center in Vallejo to provide shoes for seniors. This program has given away over 1,500 pairs of walking shoes and continues to offer opportunities to encourage walking and healthy lifestyles--the partnership is excited to announce that Sutter Health contributed \$20,000 in 2019 to continue the program. Supervisor Hannigan actively promotes exercise through her weekly “Walk with the Supervisor” which has taken place every Friday at 9:00 a.m. along the Vallejo Waterfront prior to the COVID-19 pandemic medical emergency but will resume once it is safe to do so.
- State Route 37 traffic and flood protection is an issue of concern for Supervisor Hannigan. She serves on the Solano Transportation Authority SR 37 Policy Committee. The committee compared the impacts of status quo and solutions to address traffic congestion and environmental impacts. The focus is to protect the existing roadway while exploring options to

**Erin Hannigan, Chairwoman
Legislative & Administration**

accommodate long-term and short-term solutions to address the traffic demands along an environmentally sensitive and flood prone State highway that is an east-west route.

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 Winton Nation and its tribal members.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$41,592 or 7.5% in appropriations when compared to the FY2019/20 Adopted Budget primarily due to increases in Salaries and Employee Benefits resulting from negotiated and approved labor contracts resulting in increases in wages and CalPERS retirement costs. Additionally, the Recommended Budget includes increases in Services and Supplies due to increases in insurance and central data processing charges and increases in Other Charges associated with Countywide Administrative Overhead 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, Erin understands the importance of the health and well-being of the family. She is seeking solutions to connecting essential services to those in our communities who need them the most. Supervisor Hannigan is very present in the local community, attending and participating in community, veterans and civic events.

Since being sworn into office in January of 2013, Supervisor Hannigan has been working diligently 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, and Supervisor Hannigan spends quality time connecting our veterans with Veteran's Services at federal, State and County levels.

Supervisor Hannigan and her staff continue to be significantly involved in legislative issues at all levels of government. Supervisor Hannigan works to ensure that the County's interests are included in discussions of legislation in the City of Vallejo, the State of California, and at our Nation's Capital.

One significant Solano County project is located in District 1. The Solano360 project is a partnership between Solano County and the City of Vallejo. This project will continue to see development of a proposed land plan supported by a feasibility/market studies consistent with the uses defined in the Specific Plan which was approved in 2013. In 2018, the County cleared the grandstands and the old horse barns to prepare the property for development. In 2020, the County along with its partner, the City of Vallejo are in the process of bringing on a private partner to help make that project become a reality.

Supervisor Hannigan is honored to serve as 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. 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. As she

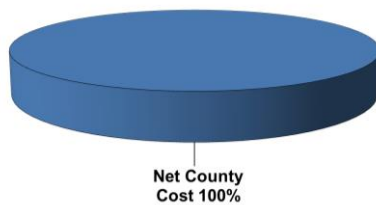
Department Summary

1001 – Fund 001-Board of Supervisors – District 1

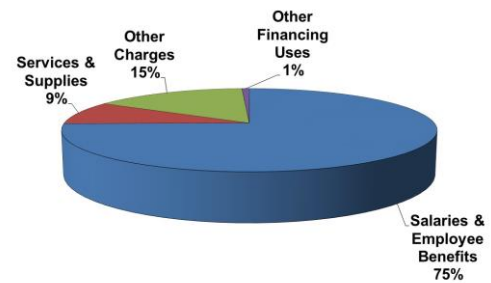
Erin Hannigan, Chairwoman
Legislative & Administration

often says, “I love the work I do and will always work to further improve our community. In March 2020, Supervisor Hannigan was elected to her 3rd term as County Supervisor.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	418,946	415,924	452,159	36,235	8.7%
SERVICES AND SUPPLIES	45,275	49,701	53,393	3,692	7.4%
OTHER CHARGES	70,934	86,422	87,621	1,199	1.4%
OTHER FINANCING USES	4,218	4,199	4,665	466	11.1%
INTRA-FUND TRANSFERS	588	100	100	0	0.0%
TOTAL APPROPRIATIONS	539,962	556,346	597,938	41,592	7.5%
NET COUNTY COST	539,962	556,346	597,938	41,592	7.5%

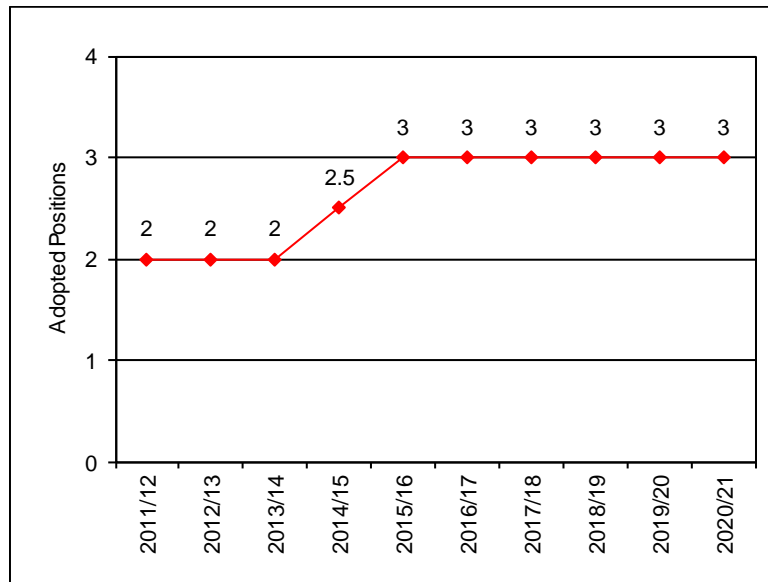
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

Erin Hannigan, Chairwoman
Legislative & Administration

STAFFING TREND**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the District 1 budget.

Budget Summary:

FY2019/20 Midyear Projection:	528,406
FY2020/21 Recommended:	549,181
County General Fund Contribution:	549,181
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 staff positions.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Brown, Vice-Chair, represents the Board of Supervisors on over 15 County and regional boards and commissions. Supervisor Brown is the Chair of the Area Agency on Aging of Napa and Solano Counties. Supervisor Brown also serves on the Association of Bay Area Governments (ABAG) Executive Board (Alternate), General Assembly (Alternate) and Regional Planning Committee, California State Association of Counties (CSAC) Board of Directors (Alternate), Yolo-Solano Air Quality Board, City-County Coordinating Council (CCCC), East Vallejo Fire Protection District, In-Home Support Services Public Authority, Mental Health Advisory Board, Solano Open Space, Solano County Water Agency, Historical Records Committee and the Solano Children's Alliance.

Accomplishments:

- Held 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.
- Advocated at the Mental Health Board to pass Laura's Law and convened County stakeholder meeting about the law which ultimately passed unanimously at the Board of Supervisors.
- Chairs the newly reformed Area Agency on Aging of Napa and Solano Counties which provides much needed services to seniors.
- Collaborated with Marin Clean Energy (MCE) to join its Community Choice Aggregation program providing cleaner power energy in unincorporated Solano County.
- Sponsored resolution at the Board, which passed unanimously, to oppose the Department of Homeland Security's proposed public charge rule changes that would hurt our immigrant community.
- Studying and speaking about the negative impacts of a Bay Area effort focused on regional housing compact that would not be in Solano County's best fiscal interests.
- Attended community meetings on district elections.
- Attended City Council and School Board meetings.
- Continue to monitor and educate people on the negative impacts the Orcem cement factory would have on the Vallejo community.
- Meet monthly with Health and Social Services regarding issues related to mental health and housing.
- Worked with the Solano County Department of Resource Management-Public Works division and the Solano County Water Agency to respond to and remediate flooding in Cordelia at Thomasson Lane and Erikson's Ranch, where residents were extremely affected by storms throughout 2017 and again in 2019.

Monica Brown
Legislative & Administration

- Meet with many Solano County Department Heads and leaders to discuss Department and program backgrounds, plans, and policies of each Department and to share the Supervisor priorities as it relates to each Department's areas of focus.
- Continued advocacy at the Board level for further homeless services and resources.
- Work with the Department of Resource Management to utilize SB 1 funding to improve roads in District 2.
- Work with Solano Transportation Authority on Safe Routes to Schools.
- 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.
- Attended trainings on relevant policy issues.
- Appeared at numerous events on behalf of District 2.
- Disseminate monthly newsletter to constituents.

Priorities:

- 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 community representatives, and non-profit organizations who are serving various vulnerable populations including children and families, seniors, 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 Department of Health and Social Services' Mental Health Services Division and 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 many District 2 residents have experienced with the 2017 and 2019 storm events. This includes working with cities within the District as well as State and local water agencies to prevent further emergency situations and provide relief to those affected by disasters.
- Continue to hold town hall meetings with other elected officials.

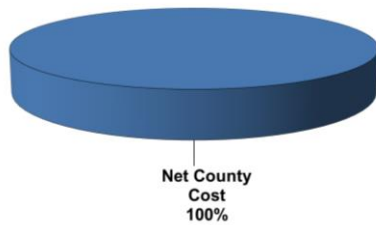
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$11,155 or 2.1% in appropriations when compared to the FY2019/20 Adopted Budget primarily due to increases in Salaries and Employee Benefits resulting from negotiated and approved labor contracts resulting in increases in wages and CalPERS retirement costs. Additionally, the Recommended Budget includes increases in Services and Supplies due to increases in insurance and central data processing charges and increases in Other Charges associated with Countywide Administrative Overhead costs.

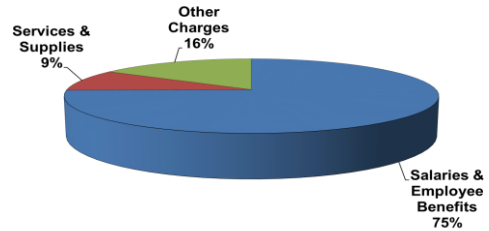
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	382,422	400,421	408,172	7,751	1.9%
SERVICES AND SUPPLIES	41,846	50,095	51,908	1,813	3.6%
OTHER CHARGES	75,516	85,135	86,809	1,674	2.0%
OTHER FINANCING USES	2,305	2,225	2,292	67	3.0%
INTRA-FUND TRANSFERS	246	150	0	(150)	(100.0%)
TOTAL APPROPRIATIONS	502,335	538,026	549,181	11,155	2.1%
NET COUNTY COST	502,335	538,026	549,181	11,155	2.1%

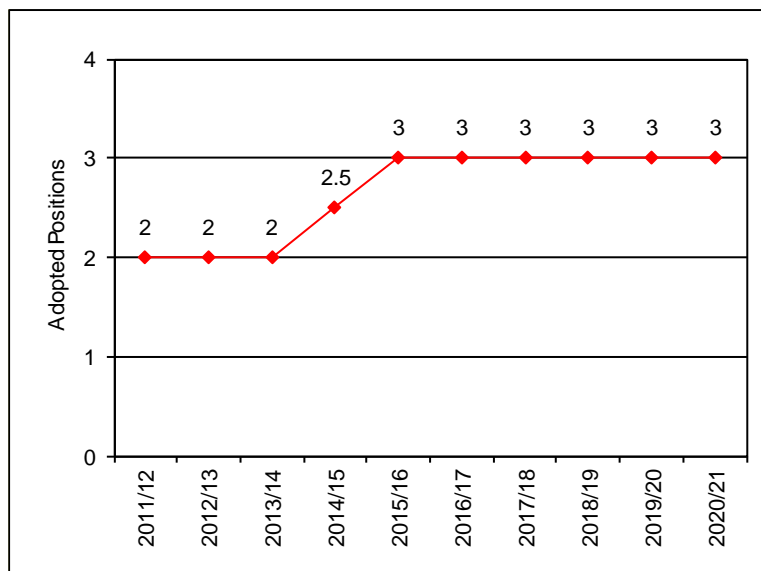
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



Monica Brown

Legislative & Administration

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the District 2 budget.

Budget Summary:

FY2019/20 Midyear Projection:	602,186
FY2020/21 Recommended:	623,117
County General Fund Contribution:	623,117
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

FUNCTION AND RESPONSIBILITIES

The District 3 Supervisor represents residents 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, and two full-time staff positions.

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 (MTC), Solano Local Agency Formation Commission, Solano Transportation Authority, Solano County Water Agency, and Board of Supervisor's Land Use and Transportation Committee.

Challenges:

- Expanding transportation services to seniors who are low income or have mobility challenges.
- Finding ways to generate affordable housing so that the next generation of residents can afford to live in Solano County.
- Developing the infrastructure for an affordable and sustainable water source for Green Valley, Gordon Valley and Suisun Valley.
- Relieving congestion on the I-80 corridor.
- Providing fire protection in the rural parts of the county.

Accomplishments:

- Supervisor Sperring secured \$4 million of the Regional Transportation dollars from the MTC affordable housing Incentive pool, known as Suburban Housing Incentive Pool (SUBHIP), that will be used to fund affordable housing units in Fairfield and Vacaville.
- Solano Transportation Authority (STA). Supervisor Sperring pushed to find ways to address the highest transit priority identified for all seven cities as transporting seniors and people with disabilities to medical appointments. Supervisor Sperring, working in sync with Supervisor Erin Hannigan, reached out to the Yocha Dehe Wintun Nation to gain funding and endorsement to purchase two wheelchair accessible vans to be used as part of a vehicle share 2-year pilot program. With these vans, multiple, qualifying, non-profit agencies have access to a vehicle to transport their clients. In its first year of implementation, the vehicle share program is receiving a lot of positive feedback from satisfied passengers who use the service, to the satisfied non-profits who are finding the program, access to the share vehicles and the training they receive, is working well. The Supervisor is looking for funding to add more vehicles to the successful program and to continue to address the transportation gap.
- Supervisor Sperring initiated and led the effort to rename the Fairfield-Vacaville train station in honor of the late California State Legislator Tom Hannigan, considered the "father of the Capitol Corridor". This effort included bringing together representatives from Cities of Fairfield and Vacaville, Capitol Corridor Joint Powers Authority, Solano Transportation Authority and Solano County; obtaining approval from each agency's council or board of directors; designing a bronze plaque replica of Mr. Hannigan; coordinating all bus, street and station signage for the train station, and hosting a well-attended event on September 27, 2019 with many dignitaries, family members and friends.

James P. Spering
Legislative & Administration

- Supervisor Spering serves on the Solano Consolidated Oversight Board currently in its second year of oversight. The Board took over from the Successor Agencies of the six former city redevelopment agencies in Solano County. As part of this Board, the supervisor is responsible for the winding down of redevelopment activities in the county.
- Consolidated Transportation Services Agency (CTSA) – The Supervisor 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. The CTSA, under Supervisor Spering's guidance, hosted a workshop with local hospitals and health care providers – North Bay, Kaiser and Sutter Regional – to learn the challenges for clients getting to and from medical appointments and to explore opportunities to improve getting seniors and people with disabilities to medical appointments. In response to this workshop and in concert with the results of the STA Countywide Mobility Summit, another program – a concierge call center – was put in place in partnership with medical providers, STA and Solano county, using one-time funding available from the Area Agency on Aging.
- Locally serves on many Solano committees including the Solano Transit Joint Powers Authority (SolTrans JPA), Solano County Water Agency, and chairs the 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 of its associated committees, including the Bay Area Regional Collaborative; the Bay Area Air Quality Management District Board of Directors and seven of its standing committees; the Capitol Corridor Joint Powers Authority; and the Mega Region Working Group; representing the needs and interests of Solano County in a regional framework.

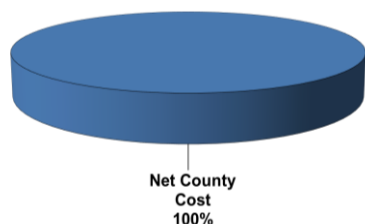
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$54,328 or 9.6% in appropriations when compared to the FY2019/20 Adopted Budget primarily due to increases in Salaries and Employee Benefits resulting from negotiated and approved labor contracts resulting in increases in wages and CalPERS retirement costs. Additionally, the Recommended Budget includes increases in Services and Supplies due to increases in insurance and central data processing charges and increases in Other Charges associated with Countywide Administrative Overhead costs.

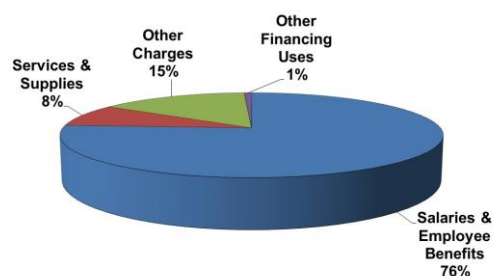
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	393,900	431,952	471,172	39,220	9.1%
SERVICES AND SUPPLIES	36,470	48,048	49,821	1,773	3.7%
OTHER CHARGES	72,617	83,939	96,729	12,790	15.2%
OTHER FINANCING USES	4,123	4,250	4,795	545	12.8%
INTRA-FUND TRANSFERS	283	600	600	0	0.0%
TOTAL APPROPRIATIONS	507,393	568,789	623,117	54,328	9.6%
NET COUNTY COST	507,393	568,789	623,117	54,328	9.6%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

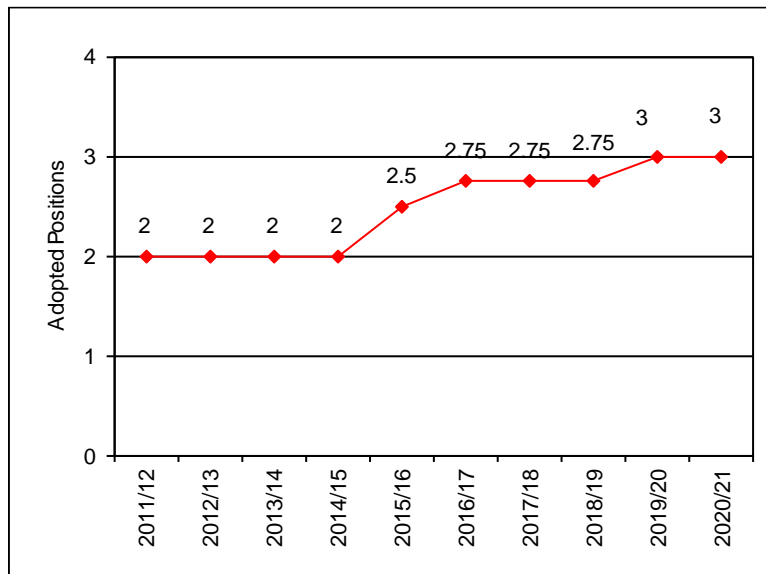
SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2019/20 Budget are provided below:

On October 22, 2019, the following position allocation change was approved by the Board:

- Added 0.25 FTE Board of Supervisors Aide to District 3

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the District 3 budget.

John M. Vasquez
Legislative & Administration

Budget Summary:	
FY2019/20 Midyear Projection:	589,753
FY2020/21 Recommended:	606,898
County General Fund Contribution:	606,898
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

FUNCTION AND RESPONSIBILITIES

The District 4 Supervisor represents the cities of Vacaville and Dixon and the Northern part of Solano County including the agricultural areas of Pleasants Valley, Vaca Valley, Lagoon Valley, English Hills, 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 the citizens of Solano County on more than 30 County, regional and State boards and commissions as a member or alternate member. These appointments include the Bay Conservation and Development Commission, Delta Counties Coalition, Delta Protection Commission, Delta Conservancy Board, Northern California Counties Tribal Matters Consortium, Solano County Water Agency, Regional Parks Committee, Yolo-Solano Air Quality Management District and more. The preservation of agriculture and natural resources, along with issues affecting seniors and those in poverty remain significant priorities for Supervisor Vasquez.

Since being sworn into office in 2003, Supervisor Vasquez has been selected by his peers to act as Chair five times. 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:

- Worked with the California Dental Association to host CDA Cares Solano, the flagship program of the California Dental Association Foundation. Held at the Solano County Fairgrounds over the course of two days, hundreds of volunteer dentists and hygienists provided services such as fillings, extractions, partial and full dentures as well as oral health education and help establishing a dental home for follow up care to thousands of local residents and those from across the Bay Area and beyond.
- Continued to support an intergovernmental agreement with the Yocha Dehe Wintun Nation to operate a Mobile Food Rx program. The effort, led by District 1 Supervisor Erin Hannigan to create a partnership between the Yocha Dehe Wintun Nation, Solano County and the Food Bank of Contra Costa and Solano in 2018 and has continued. The partnership with the Yocha Dehe Wintun Nation has allowed in 2019 the Solano Transportation Authority (STA) to create a new Vehicle Share Program. The program was identified as a need after several Senior Mobility Summits were held across the county. Supervisor Vasquez co-hosted summits in Vacaville and Dixon in partnership with the STA.
- As a supporter of agriculture, Supervisor Vasquez worked with the Solano Ag Advisory Committee to put on an Ag Tour to highlight the importance of agriculture and its sustainability. The tour included visits to a local walnut orchard, row crop and cattle and sheep producers. A main theme of the tour centered on the use of water and the current efforts to study how groundwater is used and the steps being taken to sustain it for the future.
- The welfare of one of Solano County's most vulnerable populations, our seniors and older adults, continue to be a focus of Supervisor Vasquez's efforts. Supervisor Vasquez worked with Congressman John Garamendi and the Alzheimer's Association to host an Alzheimer's workshop and resource fair at the County Event Center in Fairfield. The workshop helped seniors and caregivers understand the 10 early warning signs of Alzheimer's as well as featured a discussion with

local health systems on how they are adapting to the growing number of people with Alzheimer's disease and the new emphasis on early detection and care planning.

- Celebrated Solano County's 54 centenarians during the 14th 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.
- In response to ever-growing wildfires throughout the state, Supervisor Vasquez worked with Vacaville Fire Protection District Chief Howard Wood to host a wildfire town hall for residents of the 4th District with an emphasis on those residing in the unincorporated area. CalFire and Solano County's Department of Resource Management and Office of Emergency Services also offered expert opinion and analysis of how to prepare for wildfire and what to do during a wildfire to keep yourself, your loved ones and animals safe.
- Co-sponsored the 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 is featured at a red-carpet gala each year in which 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.
- Honored our military and our veterans by taking part in the re-dedication of the Vacaville Veterans Hall. The \$1.5 million renovation restored the 90-year-old hall to its original glory. The Veterans Halls that the County maintain are more than just a home for our veterans, organizations and auxiliaries, they are truly spaces for the community and hold myriad community events from town halls, to weddings, birthday celebrations and fundraising activities for many organizations.
- Worked with the Solano County Sheriff's Office and Deputy Sheriff's Association (DSA) to honor Deputy Jose Cisneros who was tragically killed in the line of duty August 25, 1985 while en route to provide back up for another deputy. A memorial plaque provided by the DSA in 1998 already existed at the intersection of Cherry Glen and Pleasants Valley Roads, however, it had become obscured by a guardrail. At the request of the DSA, Supervisor Vasquez was able to gain Board support to place signage along the roadway in Deputy Cisneros' memory.

Goals and commitments in the coming fiscal year:

- Closely watch legislation that impacts water, our most important natural resource. 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 large 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 Groundwater Sustainability Agency (GSA), Supervisor Vasquez will work to ensure the farming community has a voice in the responsible management of groundwater.
- Begin the conversation of creating a Pleasants Valley Specific Plan to address the growing appeal for agritourism while taking into consideration rural-urban interface issues.
- Homelessness in Solano County is a concern to Supervisor Vasquez, and he will 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. For a fourth consecutive year, Supervisor Vasquez 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 that began in FY2015/16 to address women in poverty in Solano County, Supervisor Vasquez looks forward to continuing efforts to raise public awareness of Alzheimer's, a disease that unfairly affects women in greater numbers than men and oftentimes poses a financial burden for those suffering from the disease and their families.

John M. Vasquez
Legislative & Administration

- Supervisor Vasquez looks forward to celebrating the re-dedication of the Nut Tree Airport as it celebrates its 65th anniversary in 2020.

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.

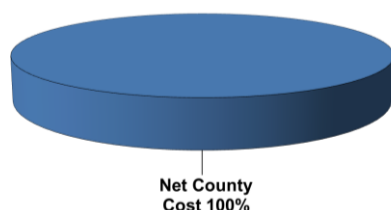
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$32,224 or 5.6% in appropriations when compared to the FY2019/20 Adopted Budget primarily due to increases in Salaries and Employee Benefits resulting from negotiated and approved labor contracts resulting in increases in wages and CalPERS retirement costs. Additionally, the Recommended Budget includes increases in Services and Supplies primarily due to increases in insurance and central data processing charges.

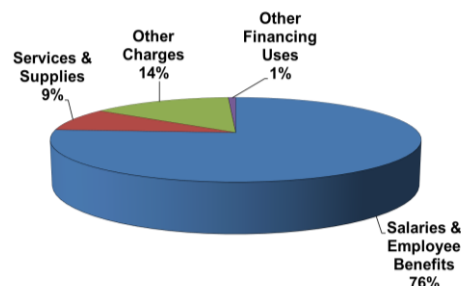
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	424,204	433,480	461,869	28,389	6.5%
SERVICES AND SUPPLIES	40,062	47,940	52,971	5,031	10.5%
OTHER CHARGES	73,485	89,103	87,396	(1,707)	(1.9%)
OTHER FINANCING USES	4,287	4,151	4,662	511	12.3%
INTRA-FUND TRANSFERS	610	0	0	0	0.0%
TOTAL APPROPRIATIONS	542,648	574,674	606,898	32,224	5.6%
NET COUNTY COST	542,648	574,674	606,898	32,224	5.6%

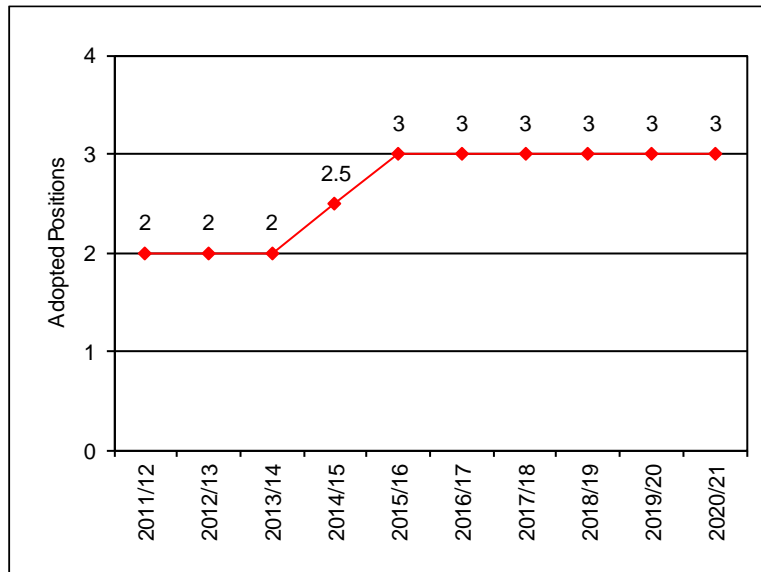
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the District 4 budget.

Skip Thomson
Legislative & Administration

Budget Summary:	
FY2019/20 Midyear Projection:	502,173
FY2020/21 Recommended:	539,133
County General Fund Contribution:	539,133
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, the Solano County Water Agency, the Yolo/Cache Slough Partnership, and the Yolo-Solano Air Quality Board, and Historical Records Commission. Supervisor Thomson is a member of the Delta Protection Commission, and Groundwater Sustainability Agency, and the Delta Conservancy. In addition, he is alternate to the Solano County Consolidated Oversight Board. The Supervisor maintains an office at the County Government Center, located at 675 Texas Street, Suite 6500. The District 5 Office budget provides for the expenditures of the elected Supervisor, one full-time staff member, and one part-time staff member.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- There have been significant challenges in working with the Brown Street & Leisure Town Road neighborhoods and City of Vacaville in implementing the 5th Impact Tiny Shelters Project model that was approved by the Solano County Board of Supervisors on August 28, 2018.
- Once the proposed twin tunnels Delta project was declared halted, a new single tunnel project emerged with the same goal of pumping water to the central valley and Southern California. Advocating to protect the precious resource of water for our agricultural community, and for families that work, live, and play in the Delta areas will continue to be a challenge. Protecting fish, wildlife, and natural habitats that are native to Solano County can be negatively affected by these Delta conveyance project proposals.
- After the Federal government's actions to allow hemp to be an agriculturally grown crop, Solano County had a number of challenges with local hemp farms. After attending many neighborhood meetings and speaking to the neighboring farmers, the county is working on a solution through policy proposals that will work for both sides of the issue.
- The lack of mental health patient beds in Solano County continues to be an issue. Many providers are outside of Solano County making transportation an issue for families and released patients that have stabilized.
- There was a significant amount of retirements at both the department head and lower staff levels leaving departments short staffed for periods of time.
- 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:

- Attended the WeHOPE A Night without a Home event by spending the night in a homeless encampment with other elected officials in the San Jose Area followed by roundtable discussions with experts, other elected, and large corporations to better understand what efforts to address homelessness could be replicated in Solano County.
- Worked with the District 4 Supervisor, the Department of Resource Management staff, and County Counsel to negotiate a memorandum of understanding with the State Department of Water Resources and advocated for \$5.1 million in funding for Solano County levees and \$200,000 a year to administer the Lookout Slough Habitat Restoration Plan.

- Currently spearheading the 5th Impact Tiny Shelters emergency shelter project through collaboration with California Governor Gavin Newsom's Office, Caltrans, Solano County Health and Human Services, Workforce Development Board, Department of Resource Management, General Services, Sheriff's Office, Probation, Shelter Solano, the Vacaville faith community, Resource Connect Solano (coordinated entry), Opportunity House, Vacaville Police Department Community Resources Unit, and Community Action North Bay for wrap around services to address those experiencing homelessness in Vacaville.
- 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.
- Brought forward a supplemental pay and benefit policy update for military leave to ensure that reservists and national guard employees of Solano County are financially whole during deployment.
- Continue to strengthen the welfare of the County's General Fund by implementing cost-saving reductions.
- Work to protect the rich agricultural land and the Delta and the communities that rely on them, 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.
- Met with local hospitals to attempt to coordinate a response with Solano County the ongoing lack of mental health patient beds in Solano County.
- Continued to support programs and policies that serve the County's most vulnerable populations, children, seniors, individual 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 resources from FEMA.

WORKLOAD INDICATORS

- Since July 1, 2019, met with more than fifty constituents 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 more than thirty meetings addressing Delta/water-related issues, community-based outreach, and Supervisorial duties including 3 days of hearings related to a legal challenge of the Delta Plan.
- Attended two community meetings to hear questions and concerns from constituents regarding agricultural hemp farming issues.
- Attended two community stakeholder meetings regarding Delta conveyance and design in both Sacramento and Rio Vista.
- Participated in HUD's Point-in-Time homeless count and Solano County March for Meals campaign.
- Attended/participated in more than thirty 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.

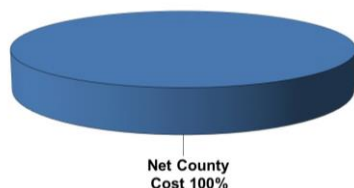
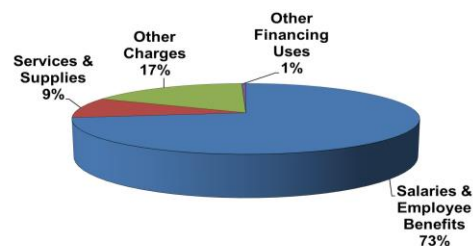
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$6,000 or 1.1% in appropriations when compared to the FY2019/20 Adopted Budget. The increased costs are primarily due to increases in Other Charges associated with Countywide Administrative Overhead costs. Additionally, the Recommended Budget includes increases in Services and Supplies primarily due to increases in insurance and central data processing charges.

Skip Thomson
Legislative & Administration

DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS**USE OF FUNDS**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	372,909	400,957	392,402	(8,555)	(2.1%)
SERVICES AND SUPPLIES	39,661	47,502	50,115	2,613	5.5%
OTHER CHARGES	76,811	81,924	94,066	12,142	14.8%
OTHER FINANCING USES	2,243	2,450	2,450	0	0.0%
INTRA-FUND TRANSFERS	295	300	100	(200)	(66.7%)
TOTAL APPROPRIATIONS	491,920	533,133	539,133	6,000	1.1%
NET COUNTY COST	491,920	533,133	539,133	6,000	1.1%

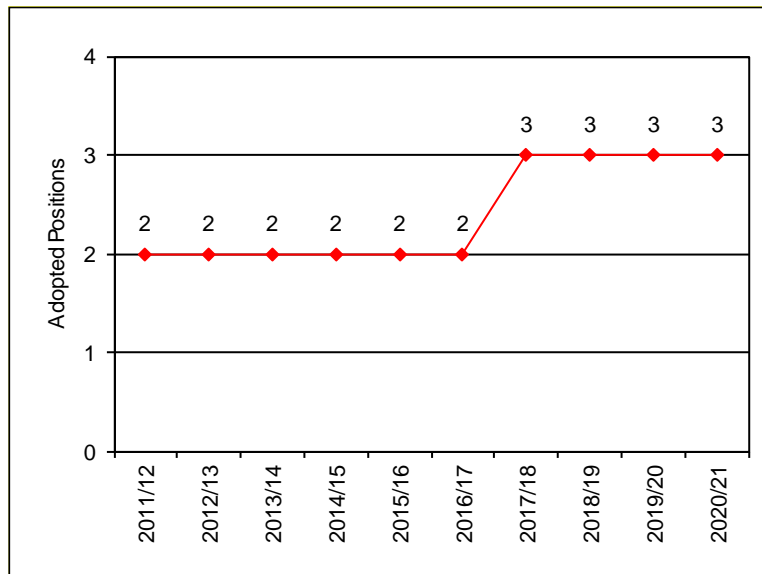
SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget for District 5 reflects the appropriations for a full fiscal year. Supervisor Thomson will be retiring as a Board member at the end of his term and a new Board member will assume office in January 2021. The Budget reflects continued funding for the fiscal year and 2 FTE Board Aides.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 - The Recommended Budget was prepared during the COVID-19 pandemic medical emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the District 5 Budget.

Erin Hannigan, Chairwoman
Legislative & Administration

Budget Summary:	
FY2019/20 Midyear Projection:	314,940
FY2020/21 Recommended:	308,887
County General Fund Contribution:	308,887
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 the Travis Community Consortium (TCC).

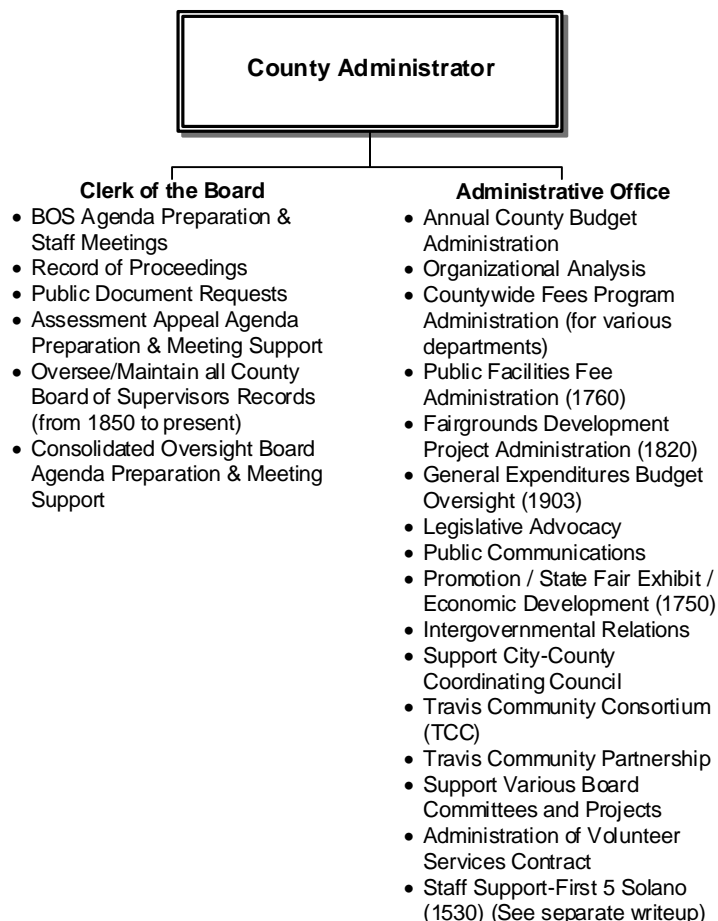
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$11,897 or 3.7% in appropriations when compared to the FY2019/20 Adopted Budget. The decrease is primarily due to a decrease in Services and Supplies for membership costs for the Association of Bay Area Governments (ABAG). 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, office expenses, managed print services, consulting services, lease for copiers, travel expenses for the Board of Supervisors Chair, and meals and refreshments for the Board of Supervisors Closed Sessions.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	35,885	30,957	32,437	1,480	4.8%
SERVICES AND SUPPLIES	159,870	258,827	245,450	(13,377)	(5.2%)
OTHER CHARGES	25,000	30,000	30,000	0	0.0%
INTRA-FUND TRANSFERS	642	1,000	1,000	0	0.0%
TOTAL APPROPRIATIONS	221,397	320,784	308,887	(11,897)	(3.7%)
NET COUNTY COST	221,397	320,784	308,887	(11,897)	(3.7%)

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget does not yet reflect increase costs resulting from COVID-19 and any potential costs associated with altering the format of Board of Supervisors meetings to include changes such as web-based presentations or telephone participation from the public. Projected costs related to COVID-19 are being determined and will be reflected in the FY2020/21 Supplemental Budget adjustments if necessary.



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. (Solano County Code sections 2-43)

Budget Summary:

FY2019/20 Midyear Projection:	4,027,577
FY2020/21 Recommended:	5,005,414
County General Fund Contribution:	1,426,679
Percent County General Fund Supported:	28.5%
Total Employees (FTEs):	18

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, Solano Consolidated Oversight Board and to the Solano County City Selection Committee.

-
- Implement the County's Legislative Advocacy Program; review impacts of federal and State legislation; initiate legislative proposals and prepare position recommendations.
 - Supervise the performance of County departments and 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, Cannabis regulations, Economic Development, Vallejo Lakes Water System and Human Services Needs Assessment.
 - 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.
 - Administer and supervise the Risk Management and Loss Prevention programs (Solano County Code sections 2-44).
 - Serve as Incident Commander for emergency services (Solano County Code Chapter 7).

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:

- 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) Program 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, and coordinated closely with Travis Community Consortium (TCC) partners.
- 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 strategies with Solano EDC.
- Continued to produce the 12th annual Solano Economic Index in collaboration with Solano EDC and Dr. Robert Eyler.
- Continued to provide guidance and support to the Delta Counties Coalition.
- Successfully had a State Fair exhibit for 2019, developed by contracts and staffed by volunteers and received the "Gold" and "Best Video Production" awards, as well as honorable mention for the "Best Professional Build."
- Provided staff support to the annual Board Centenarian reception.
- 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.
- Coordinated the annual Counties Care Holiday Food Drive and the friendly competition with the employees of Contra Costa County, which resulted in a record breaking \$46,295 donated by Solano County employees toward the 2019 "Holiday Food Fight" campaign for a grand total of \$505,440 donated by Solano County employees since 2004.
- Supported the policy and fiscal implications analysis of the Jail-Based Competency Treatment Program approved by the Board.

- Continued to provide support to Board subcommittee on the Solano 360 Implementation and operational agreements with the Fair.
- Continued to provide support to Board subcommittee on the Solano Fairgrounds for both the Solano 360 Implementation and the operational agreements with the Fair.
- Producing the Midyear Financial Forecast for the County Budget and preliminary budget figures while keeping the COVID-19 pandemic medical emergency impacts in mind.
- With First 5 staff, a consultant Board Committee and department representative continued to implement County Human Services Needs Assessment.
- Actively monitoring legislative proposals and advocating for resources at State and federal levels to ensure delivery of services to County residents with the assistance of the County's federal and State legislative advocates.
- Continued to coordinate with County Public Health and County OES the countywide and County responses to the impacts and emergency actions taken to address the concerns of the COVID-19 pandemic on county residents and County employees.
- Working with County Public Health and the Board and County OES on the COVID-19 recovery, including RoadMap to reopening businesses and restoring County services.
- Providing temporary department oversight of the Department of Human Resources.

WORKLOAD INDICATORS

During FY2019/20, it is anticipated the County Administrator/Clerk of the Board will have:

- Participated and provided assistance at 32 various Board of Supervisors meetings.
- Provided staff support to multiple Board of Supervisor subcommittees.
- Processed 663 Agenda submittals and developed/published Minutes for 32 Board of Supervisors' Regular Meetings, 9 Assessment Appeal Hearings, 2 City Selection Committee meetings, 2 Solano Consolidated Oversight Board meetings, and processed 242314 Public Comment Cards from the public present at the Board meetings.
- Recorded 7 Ordinances and 217 Resolutions adopted by the Board.
- Processed 216 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 6 meetings.
- Received 27 requests for information under the California Public Records Act (GC §6250).
- Filed 175 California Environmental Quality Act (CEQA) documents.
- Processed 86 claims against the County and 19 lawsuits.

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

Functional Area Summary

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CLERK OF THE BOARD	47,340	37,920	37,920	0	0.0%
ADMINISTRATIVE OFFICE	3,612,163	3,728,075	3,540,815	(187,260)	(5.0%)
TOTAL REVENUES	3,659,503	3,765,995	3,578,735	(187,260)	(5.0%)
APPROPRIATIONS					
CLERK OF THE BOARD	470,713	550,682	571,762	21,080	3.8%
ADMINISTRATIVE OFFICE	3,461,149	3,934,394	4,433,652	499,258	12.7%
TOTAL APPROPRIATIONS	3,931,862	4,485,076	5,005,414	520,338	11.6%
NET COUNTY COST					
CLERK OF THE BOARD	423,373	512,762	533,842	21,080	4.1%
ADMINISTRATIVE OFFICE	(151,014)	206,319	892,837	686,518	332.7%
NET COUNTY COST	272,359	719,081	1,426,679	707,598	98.4%
STAFFING					
CLERK OF THE BOARD	2	2	2	0	0.0%
ADMINISTRATIVE OFFICE	14	15	16	1	8.5%
TOTAL STAFFING	16	17	18	1	7.5%

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 eight other budgets, discussed in the following pages under the heading of Summary of Other Administered Budgets (excludes First 5 budget).

1115 - Administration:

The Preliminary Recommended Budget represents a decrease of \$187,260 or 5.0% in revenues and an increase of \$499,258 or 12.7% in appropriations when compared to the FY2019/20 Adopted Budget. The Net County Cost for the Administration budget increased by \$686,518 or 332.7%. This budget is primarily funded by County General Fund.

The principal factor leading to the increase in appropriations is increases in salaries and employee benefits of \$477,177 or 14.3% primarily due to negotiated and approved labor contracts resulting in increases in wages and the increase in allocated positions approved during FY2019/20.

Contracts

The FY2020/21 Recommended Budget includes a total of \$174,204 or 2.8% in contracted services which includes the following significant contracts:

- \$174,204 Legislative Advocacy Services on General County Issues

Fixed Assets

None requiring Board action.

1114 - Clerk of the Board:

The Preliminary Recommended Budget represents no increase in revenues and an increase of \$21,080 or 3.8% in appropriations when compared to the FY2019/20 Adopted Budget. This budget is primarily funded by County General Fund.

The principal factor leading to the increase in appropriations is increases in salaries and employee benefits of \$17,368 or 5.9% primarily due to negotiated and approved labor contracts resulting in increases in wages.

Functional Area Summary

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

Contracts

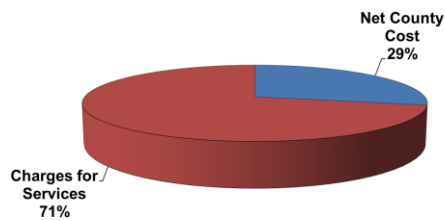
The Preliminary Recommended Budget includes a total of \$53,902 or 10.5% in contracted services which includes the following significant contracts:

- \$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

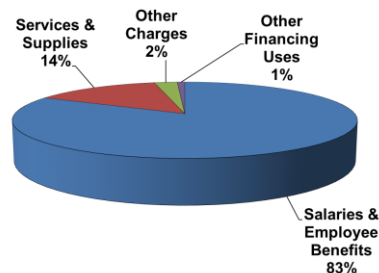
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



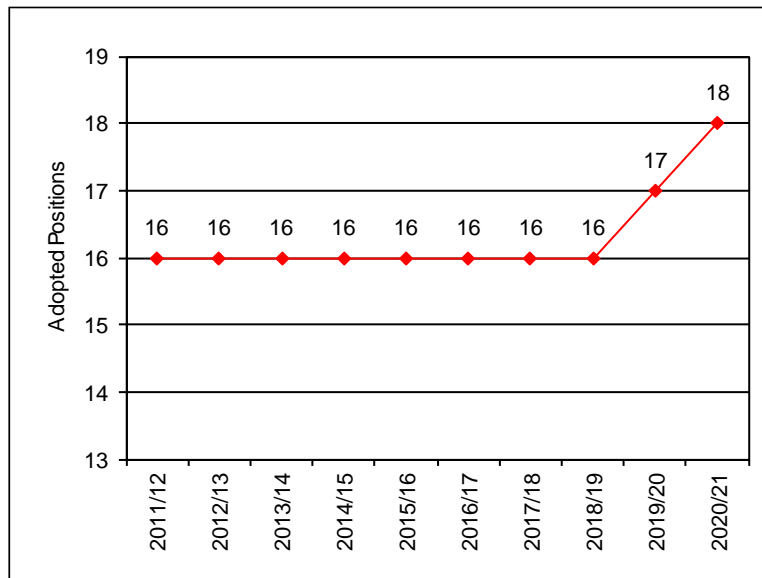
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	150	0	0	0	0.0%
CHARGES FOR SERVICES	3,659,308	3,765,950	3,578,690	(187,260)	(5.0%)
MISC REVENUE	45	45	45	0	0.0%
TOTAL REVENUES	3,659,503	3,765,995	3,578,735	(187,260)	(5.0%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	3,267,152	3,637,877	4,132,422	494,545	13.6%
SERVICES AND SUPPLIES	510,835	680,255	702,005	21,750	3.2%
OTHER CHARGES	114,947	126,883	126,636	(247)	(0.2%)
OTHER FINANCING USES	32,397	36,037	41,346	5,309	14.7%
INTRA-FUND TRANSFERS	6,531	4,025	3,005	(1,020)	(25.3%)
TOTAL APPROPRIATIONS	3,931,862	4,485,076	5,005,414	520,338	11.6%
NET COUNTY COST	272,359	719,081	1,426,679	707,598	98.4%

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2019/20 Budget are provided below:

On September 8, 2019, 1.0 FTE Management Analyst (Entry/Journey) was added to backfill for the incumbent Legislative Intergovernmental and Public Affairs Officer that is out due to military leave through December 2020.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Continuing efforts to recruit and hire department heads and key County positions due to retirements in the agency and addressing various vacancies in the County Administrator's Office. Developing balanced budget recommendations that address the still uncertain short- and long-term impacts on revenues and expenditures from the COVID-19 pandemic medical emergency that resulted in State and federal emergency actions closing down much of the economy nationally and worldwide as part of the "Shelter at Home" orders. At the time of this Budget preparation, the County is awaiting a State Budget and a Federal Budget for FY2020/21. The County Administrator's Office will be preparing a supplemental budget document over the summer for Board consideration and action in September 2020.

Summary of Other Administered Budgets

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

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1750 PROMOTION	0	1,055	0	(1,055)	(100.0%)
1903 GENERAL EXPENDITURES	6,416,425	2,338,164	2,320,500	(17,664)	(0.8%)
1905 COUNTYWIDE COST ALLOCATION PLA	(4,708,005)	(4,408,762)	(4,347,768)	60,994	(1.4%)
6730 OTHER PUBLIC DEFENSE	3,124,004	3,375,607	3,425,910	50,303	1.5%
6800 C M F CASES	442,002	450,000	450,000	0	0.0%
6901 2011 REALIGNMENT-ADMINISTRATIO	84,574	95,844	150,000	54,156	56.5%
APPROPRIATIONS					
1750 PROMOTION	120,828	152,550	155,444	2,894	1.9%
1903 GENERAL EXPENDITURES	174,380,588	178,168,681	189,319,818	11,151,137	6.3%
1905 COUNTYWIDE COST ALLOCATION PLA	(4,708,005)	(4,408,762)	(4,347,768)	60,994	(1.4%)
1906 GENERAL FUND OTHER-DEBT SERV	2,019,747	2,061,324	1,893,858	(167,466)	(8.1%)
2400 GRAND JURY	122,454	136,913	132,315	(4,598)	(3.4%)
6730 OTHER PUBLIC DEFENSE	3,124,004	3,375,607	3,425,910	50,303	1.5%
6800 C M F CASES	439,371	408,464	408,429	(35)	(0.0%)
6901 2011 REALIGNMENT-ADMINISTRATIO	84,574	159,574	219,910	60,336	37.8%
NET CHANGE					
1750 PROMOTION	120,828	151,495	155,444	3,949	2.6%
1903 GENERAL EXPENDITURES	167,964,163	175,830,517	186,999,318	11,168,801	6.4%
1905 COUNTYWIDE COST ALLOCATION PLA	0	0	0	0	0.0%
1906 GENERAL FUND OTHER-DEBT SERV	2,019,747	2,061,324	1,893,858	(167,466)	(8.1%)
2400 GRAND JURY	122,454	136,913	132,315	(4,598)	(3.4%)
6730 OTHER PUBLIC DEFENSE	0	0	0	0	0.0%
6800 C M F CASES	(2,631)	(41,536)	(41,571)	(35)	0.1%
6901 2011 REALIGNMENT-ADMINISTRATIO	0	63,730	69,910	6,180	9.7%

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

Birgitta E. Corsello, County Administrator
Promotion

FUNCTION AND RESPONSIBILITIES

The purpose of the Promotions budget is to provide accounting for County contributions to various entities 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:

- Published the *2019 Index of Economic and Community Progress* in May 2020 that addressed the changing Solano County economy, focusing on jobs, housing and population trends. The *Index* was 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 2019 Solano County State Fair exhibit – entitled "Picture Yourself in Solano County," featured a cherry red 1960 International Harvester 340 utility tractor as its centerpiece, showing off the County's rich agricultural history – and making for a great "selfie" moment for visitors. The exhibit also showcased the County's industry, arts and entertainment, recreation and tourism destinations to tens of thousands of fairgoers who visited the California State Fair. The exhibit won multiple awards, including the Gold Award, Best Craftsman and Best Professional Build.
- In December 2019, the County Administrator's Office created a "Things to see and do in Solano County" exhibit. The exhibit, prominently mounted in the County Administration Center's main lobby, is ideally situated in the elevator bay, showcasing what there is to see and do while in Solano County, including arts and entertainment venues, wineries, breweries, amusement parks, shopping, dining, parks and recreation, universities, waterways, historical sights, city venues and more. The exhibit, which can easily be updated with new photos and information, is seen by hundreds of County employees, residents and visitors each day.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$1,055 or 100.0% in revenues and an increase of \$2,894 or 1.9% in appropriations when compared to the FY2019/20 Adopted Budget. The additional costs are a result of increased membership fees and County Administration Overhead costs, and therefore the Net County Cost increased by \$3,949 or 2.6%.

Primary Funding Sources

The funding source for the Department is County General Fund.

Primary Costs

The FY2020/21 Preliminary Recommended Budget includes the following significant projects:

- \$47,500 contribution to the Solano Economic Development Corporation (EDC) for the continued implementation of the "Solano Means Business" economic development campaign.
- \$35,000 as the County's share of the Farmbudsman program.
- \$25,000 for Economic Development projects relating to Business Retention, Expansion and Attraction.
- \$20,000 for a comprehensive contract to design, construct and staff a Solano County exhibit at the 2020 California State Fair. The State Fair has been cancelled for 2020; this amount will be reduced in the revisions to the Budget.
- \$20,000 for economic development studies to produce the *2020 Index of Economic and Community Progress*.
- \$5,000 for the cost of promotional campaigns and projects that market the County throughout the region.

Contracts

None requiring Board action.

Summary of Other Administered Budgets

1750 – Fund 001-Promotion Birgitta E. Corsello, County Administrator Promotion

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	0	1,055	0	(1,055)	(100.0%)
TOTAL REVENUES	0	1,055	0	(1,055)	(100.0%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	114,492	152,550	153,800	1,250	0.8%
OTHER CHARGES	6,336	0	1,644	1,644	0.0%
TOTAL APPROPRIATIONS	120,828	152,550	155,444	2,894	1.9%
NET COUNTY COST	120,828	151,495	155,444	3,949	2.6%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

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 increase competitive efforts to support 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 "Solano Means Business" initiative – a forward-thinking strategy based on extensive research, data and community engagement. It should be noted that included in the 2020 Federal Cares Act funding, there is funding for small businesses and for economic development, and Solano EDC and the County staff will be looking at grant funding opportunities that may exist to help with business attraction, retention and expansion efforts.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Promotion budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	1,713,125	1,085,500	1,085,500	0	0.0%
CHARGES FOR SERVICES	1,433,299	1,235,000	1,235,000	0	0.0%
OTHER FINANCING SOURCES	3,270,000	17,664	0	(17,664)	(100.0%)
TOTAL REVENUES	6,416,425	2,338,164	2,320,500	(17,664)	(0.8%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	6,000,000	1,500,000	1,500,000	0	0.0%
SERVICES AND SUPPLIES	554,409	1,394,813	1,305,619	(89,194)	(6.4%)
OTHER CHARGES	9,707,477	9,445,832	9,445,832	0	0.0%
OTHER FINANCING USES	158,115,878	165,828,036	177,068,367	11,240,331	6.8%
INTRA-FUND TRANSFERS	2,824	0	0	0	0.0%
TOTAL APPROPRIATIONS	174,380,588	178,168,681	189,319,818	11,151,137	6.3%
NET COUNTY COST	167,964,163	175,830,517	186,999,318	11,168,801	6.4%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget represents a decrease of \$17,664 or 0.8% in revenues and increase of \$11,151,137 or 6.3% in appropriations when compared to the FY2019/20 Adopted Budget. The Net County Cost increased by \$11,168,801 or 6.4%.

The appropriations increased by \$11,151,137 which is primarily the net result of an increase of \$11,240,331 in Other Financing Uses. These increases are partially offset by a \$89,194 decrease in Services and Supplies. The appropriations include the following:

Accrued Leave Payoff allocation of \$1,500,000, which is in-line with the FY2019/20 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.

Services and Supplies include the following appropriations:

- \$215,200 for technology investments to fund automation projects in County departments that promote efficiency through the use of technology.
- \$355,869 for the County's share of LAFCo's costs per the MOU with LAFCo for FY2020/21 Budget.
- \$400,000 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, 2021.
- \$200,000 for the re-budgeting of the purchase and implementation of new budget software to promote efficiency in the budget process, which was not able to be completed in FY2019/20.

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.
 - \$217,291 for General Fund Contribution to Non-County Agencies, which includes the following:
 - \$130,325 contribution to CASA of Solano County to provide for ongoing operational support necessary to address case load.
 - \$86,966 contribution to the Solano County Superior Court for a Legal Process Clerk II (\$71,363), and a 1/3 FTE Case Manager for the Veterans Court (\$15,603).
 - Additional General Fund Contributions to Non-County Agencies are reflected in the respective Department budgets responsible for administering the contributions and related services. A detail of the Non-County Contributions will be provided in the FY2020/21 Supplemental Budget prior to Adopted Budget Hearings.

Other Financing Uses reflects the General Fund Contributions to other Non-General Fund County Departments totaling \$177,068,367 an increase of \$11,240,331 when compared to the FY2019/20 Adopted Budget as noted below:

Public Safety Fund

The General Fund Contribution of \$138,783,345 to the Public Safety Departments, Fund 900, increased by \$12,528,665 or 10% and is the net result of the following:

- Sheriff's Office: \$73,162,239 General Fund Contribution which represents a \$7,711,215 increase primarily the result of increases in labor costs, liability insurance, inmate medical costs, and Countywide Administrative Overhead and a loss of Proposition 172 revenue.
- Probation: \$24,171,067 General Fund Contribution which represents an increase of \$569,119 primarily the result of increases in labor costs, liability insurance and a loss of Proposition 172 revenue.
- District Attorney: \$17,897,488 General Fund Contribution which represents a \$3,060,419 increase to the District Attorney, primarily due to increases in labor costs, liability insurance, and Countywide Administrative Overhead and a loss of Proposition 172 revenue.
- Public Defender: \$15,038,801 General Fund Contribution which represents a \$1,054,526 increase. The increased need for General Fund support is primarily the result of increased labor costs.
- Alternate Public Defender: \$5,087,840 General Fund Contribution which represents a \$83,083 increase. The Alternate Public Defender does not receive other revenues. The increased need for General Fund support is primarily the result of increased labor costs.
- Other Public Defense: \$3,425,910 in General Fund Contribution which represents an increase of \$50,303 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 General Fund Contribution. In FY2020/21, the County Administrator in coordination with Public Safety departments are monitoring these revenue sources closely as a result of COVID-19 emergency and Shelter at Home Order and the related impacts on the economy and statewide sales tax revenues. 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 \$21,929,851, an increase of \$1,057,102 when compared to the FY2019/20 Adopted Budget. The increase is comprised of the following:

- \$48,750 decrease in Administration due to the one-time contribution to community clinics in FY2019/20 offset by increases in non-claimable countywide administrative overhead, interest expense and Medi-Cal Administrative Activities (MAA) expenditures.
- \$1,360,613 increase in Social Services due to an increase in County share of cost for the administration of CalFresh, CalWORKs and Medi-Cal programs.

-
- \$10,426 decrease in Health Services due to reduction in non-claimable countywide administrative overhead costs.
 - \$244,335 decrease in Assistance primarily due to a decrease in General Assistance and County Only Foster Care costs.

Additional transfers to H&SS – Administration, Public Health, and Social Services of \$492,196 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 \$6,545,803 decreased by \$1,437,617 from \$7,983,420 in FY2019/20 Adopted Budget due to changes in the IHSS Maintenance of Effort (MOE).

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

- \$6,385,000 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.
- \$320,827 to (Fund 004 - BU 6300) – Library for the Library Director's salaries and employee benefits in accordance with Education Code §19147.
- \$572,579 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.
- \$1,746,250 to (Fund 151 - BU 1570) - First 5 for contract services and direct services through the County's Community Investment Fund.
- \$252,516 to (Fund 216 – BU 2160) – Area Agency on Aging for Solano County's 25% share of cost and overmatch.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the General Expenditure budget. The General Expenditure reflects 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. The impacts of COVID-19 on these programs outside of the General Fund may result in significant changes to the General Expenditure budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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

FUNCTION AND RESPONSIBILITIES

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

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of 60,994 or 1.4% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. The net offset for FY2020/21 is \$4,347,768. 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	(4,708,005)	(4,408,762)	(4,347,768)	60,994	(1.4%)
TOTAL REVENUES	(4,708,005)	(4,408,762)	(4,347,768)	60,994	(1.4%)
APPROPRIATIONS					
OTHER CHARGES	(4,708,005)	(4,408,762)	(4,347,768)	60,994	(1.4%)
TOTAL APPROPRIATIONS	(4,708,005)	(4,408,762)	(4,347,768)	60,994	(1.4%)
NET COUNTY COST	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

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

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 a decrease of \$167,466 or 8.1% in appropriations when compared to the FY2019/20 Adopted Budget. This represents the General Fund share of the principal and interest payments on the 2017 COPs (\$1,848,888), 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
OTHER FINANCING USES	2,019,747	2,061,324	1,893,858	(167,466)	(8.1%)
TOTAL APPROPRIATIONS	2,019,747	2,061,324	1,893,858	(167,466)	(8.1%)
NET COUNTY COST	2,019,747	2,061,324	1,893,858	(167,466)	(8.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DEPARTMENTAL PURPOSE

The Civil 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 Civil 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 Civil Grand Jury examines the performance of local government and makes recommendations on the appropriation of public funds and service delivery. The Civil 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 8 reports which will be released later in June 2020.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$4,598 or 3.4% in appropriations when compared to the FY2019/20 Adopted Budget. The major factors leading to the decrease in the FY2020/21 budget is a decreased cost of \$7,067 in the County's Central Data Processing Services, offset by a \$2,000 increase in the cost of Other Professional Services, which goes to pay for the County's portion of the salary and benefits for the Civil Grand Jury's Administrative Assistant.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SERVICES AND SUPPLIES	95,703	119,108	113,400	(5,708)	(4.8%)
OTHER CHARGES	20,086	17,055	18,165	1,110	6.5%
INTRA-FUND TRANSFERS	6,665	750	750	0	0.0%
TOTAL APPROPRIATIONS	122,454	136,913	132,315	(4,598)	(3.4%)
NET COUNTY COST	122,454	136,913	132,315	(4,598)	(3.4%)

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 of grand jurors (rate per mile 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 they choose to submit claims for their reimbursable expenses. This creates budget forecast challenges because the Civil Grand Jury is selected after the Recommended Budget is completed.

The Civil Grand Jury does not have the option to eliminate positions as a budget management tool. An Administrative Assistant occupies a part-time position through the Court Administrative Office to support the Grand Jury clerical needs. The work of the Civil Grand Jury would not be able to move forward in an effective and efficient way without an Administrative Assistant.

Birgitta E. Corsello, County Administrator
Judicial

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Grand Jury budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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 of \$3,425,910 represents increases of \$50,303 or 1.5% in both revenues and appropriations when compared to FY2019/20 Adopted Budget. The primary funding source for the budget is the County General Fund.

The increase in County General Fund Contribution is primarily due to increases of \$75,000 in Psychological Services and \$25,000 in Legal Services primarily due to increases in the number of cases projected to need psychological and legal services, as well as a pending capital case; and offset by a decrease of \$25,000 in travel expenses.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
GENERAL FUND CONTRIBUTION	3,124,004	3,375,607	3,425,910	50,303	1.5%
TOTAL REVENUES	3,124,004	3,375,607	3,425,910	50,303	1.5%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	650	189,311	197,081	7,770	4.1%
SERVICES AND SUPPLIES	2,990,879	3,117,298	3,186,731	69,433	2.2%
OTHER CHARGES	132,475	65,585	40,047	(25,538)	(38.9%)
OTHER FINANCING USES	0	3,413	2,051	(1,362)	(39.9%)
TOTAL APPROPRIATIONS	3,124,004	3,375,607	3,425,910	50,303	1.5%
NET CHANGE	(0)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget; however, extra help assists with cases where a conflict is present with the County-staffed Public Defender or Alternate Defender Offices, and the services of Court-appointed counsel are arranged.

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.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Other Public Defense budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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

DEPARTMENTAL PURPOSE

This budget unit provides for the payment of County costs 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 no change in revenues and a decrease of \$35 in appropriations when compared to the FY2019/20 Adopted Budget.

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 decrease in appropriations is due to a decrease in County Administrative Overhead.

Contracts

None requiring Board action.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	442,002	450,000	450,000	0	0.0%
TOTAL REVENUES	442,002	450,000	450,000	0	0.0%
APPROPRIATIONS					
SERVICES AND SUPPLIES	427,800	397,442	397,442	0	0.0%
OTHER CHARGES	11,571	11,022	10,987	(35)	(0.3%)
TOTAL APPROPRIATIONS	439,371	408,464	408,429	(35)	(0.0%)
CHANGE IN FUND BALANCE	(2,631)	(41,536)	(41,571)	(35)	0.1%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the CMF Cases budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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

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 \$54,156 or 56.5% in revenues and a \$60,336 or 37.8% increase in appropriations when compared to the FY2019/20 Adopted Budget, funded entirely by one-time AB 109 planning funds. The Recommended Budget includes \$93,971 which will be provided to the Superior Court of California County of Solano for partial funding of the Court's Collaborative Court Manager and \$15,177 for partial funding of the Veterans Court Case Manager. The Budget also includes \$110,762 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	84,574	95,844	150,000	54,156	56.5%
TOTAL REVENUES	84,574	95,844	150,000	54,156	56.5%
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	50,000	110,762	60,762	121.5%
OTHER CHARGES	84,574	109,574	109,148	(426)	(0.4%)
TOTAL APPROPRIATIONS	84,574	159,574	219,910	60,336	37.8%
NET CHANGE	0	63,730	69,910	6,180	9.7%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

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 FY2020/21 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. In an effort to align appropriations for programs and services with ongoing revenues, affected County departments continue to identify

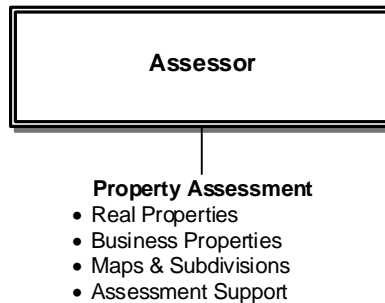
6901 – Fund 905-2011 Realignment-Administration Summary of Other Administered Budgets

Birgitta E. Corsello, County Administrator

Judicial

budget reductions and monitor annual revenue allocations. While revenues were projected to increase in FY2019/20, the disruption of the economy caused by COVID-19 rapidly affected projected revenues for the remainder of FY2019/20. Further adjustments may have to be made to this budget in FY2020/21 based on actual FY2019/20 year-end figures and funding included in the State's Adopted FY2020/21 Budget.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the 2011 Realignment Administration budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.



DEPARTMENTAL PURPOSE

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.

Budget Summary:

FY2019/20 Midyear Projection:	7,344,780
FY2020/21 Recommended:	8,871,996
County General Fund Contribution:	5,140,996
Percent County General Fund Supported:	57.9%
Total Employees (FTEs):	49

FUNCTION AND RESPONSIBILITIES

The County Assessor annually identifies, locates, inspects, analyzes and determines the assessed value of approximately 149,000 parcels, 7,500 business properties, 7,000 boats, 1,300 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 annual mandatory audits; 600 Possessory Interest properties, 116 government-owned properties, and 2,200 California Land Conservation (Williamson) Act properties; responds to formal and informal appeals from property owners contesting the assessed 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

Accomplishments:

- The close of property tax year ending June 30, 2019 saw 2,213 properties removed from Proposition 8 status (20% decrease over last year), which brings the estimated remaining on Proposition 8 status to 8,907 properties during FY2019/20 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.
- Completed 16,000 changes in ownership and new construction valuations, representing an increase in assessment work over the prior year.
- Resolved 216 assessment appeals during the year.
- Continued success using the automated valuation model (AVM) software program to streamline the processing of residential property assessments.

Marc Tonnesen, Assessor/Recorder
Finance

- Maintained online e-filing option for Solano County businesses to submit Business Property Statements. The SDR site that hosts e-filing is a complete online solution for filing Business Property Statements in the State of California. The ability to e-file is provided to the public on a secured, county government-controlled website. All eligible businesses were sent secured login information in order to participate.
- Efforts to shift more of the daily processing work to paperless solutions have been ongoing and emphasized due to the COVID-19 restrictions.
- Actively participated in Phase 0 of the implementation of the new County Assessment Tax System (CATS) property tax system. Utilized staff resources to plan and review project details. Trained new limited-term staff and assigned data cleanup projects necessary for the information in the current Solano County Property Tax System (SCIPS) to be ready for conversion to CATS.

WORKLOAD INDICATORS

- Performed annual review of 11,100 residential parcels and approximately 600 non-residential property types for Proposition 8 valuation purposes.
- Reviewed, analyzed and defended enrolled assessed values of 216 residential and non-residential properties under appeal by property owners.
- Timely responsiveness to a high volume of customer inquiries due to real estate market activity and changes in market values.
- Reviewed and processed 5,200 business property statements, 2,600 of which were submitted through e-filing, which were used to determine unsecured assessments, assess 3,500 boats and 200 aircraft and conduct approximately 20 mandated business audits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
PROPERTY ASSESSMENT	3,523,045	3,432,000	3,731,000	299,000	8.7%
TOTAL REVENUES	3,523,045	3,432,000	3,731,000	299,000	8.7%
APPROPRIATIONS					
PROPERTY ASSESSMENT	6,901,071	7,575,127	8,871,996	1,296,869	17.1%
TOTAL APPROPRIATIONS	6,901,071	7,575,127	8,871,996	1,296,869	17.1%
NET COUNTY COST					
PROPERTY ASSESSMENT	3,378,026	4,143,127	5,140,996	997,869	24.1%
NET COUNTY COST	3,378,026	4,143,127	5,140,996	997,869	24.1%

STAFFING					
PROPERTY ASSESSMENT	40	40	49	9	22.5%
TOTAL STAFFING	40	40	49	9	22.5%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of \$299,000 or 8.7% in revenues and \$1,296,869 or 17.1% in appropriations when compared to FY2019/20 Adopted Budget. As a result, the Net County Cost increased by \$997,869 or 24.1%.

Primary Funding Source

The primary funding sources for the Department are the General Fund, which comprises of \$5,140,996 or 57.9% and Charges for Services, which comprises of \$3,731,000 or 42.1% of the Recommended Budget.

The FY2020/21 Recommended Budget includes a \$299,000 or 8.7% increase in revenues due to increase in Charges for Services for the reimbursement made by Department of Information Technology (DoIT) for the anticipated labor cost associated with County Assessment Tax System (CATS) Project and for the Department's share of Property Tax Administration Fee (PTAF) charged to cities and agencies (excluding schools) for the administration of property tax assessment, collection, and allocation. These increases are offset by decrease in the share of the Assessor's portion of the 5% of supplemental tax billing for the administration of the supplemental tax process.

Primary Costs

The FY2020/21 Recommended Budget of \$8,871,996 includes a \$1,296,869 or 17.1% net increase in appropriations due to the following:

- Salaries and Employee Benefits of \$5,992,199 reflect a net increase of \$993,353 or 19.9% due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs and health insurance rates. Increase in salaries and wages is also attributed to the addition of 7 limited-term staff needed to backfill for subject matter experts working directly on the CATS project and the addition of 2 full time staff to assist in the processing of property exemption and ownership.
- Services and Supplies of \$2,484,212 reflect an increase by \$292,953 or 13.4% primarily driven by increases in liability insurance, computer related items, contracted services, SCIPS-data processing service rates, central data processing services and software.
- Other Charges of \$504,456 reflect an increase of \$21,271 or 4.4%, due to increase in Countywide Administrative Overhead.
- Intrafund Transfers - Revenue of \$168,615 reflect an increase of \$21,156 or 14.3% driven by the share of the Assessor in the salaries and employee benefits of the Department Head, Assistant Department Head and Office Coordinator.

Contracts

The FY2020/21 Recommended Budget includes a total of \$500,000 for contracted services which include the following significant contracts:

- \$324,000 for legal and consulting services for property tax appeals
- \$165,000 for consultant for mineral rights assessment services

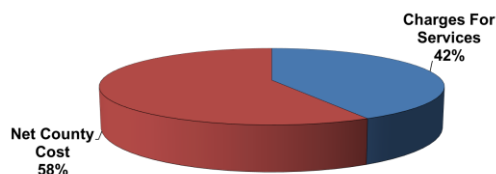
Fixed Assets

None.

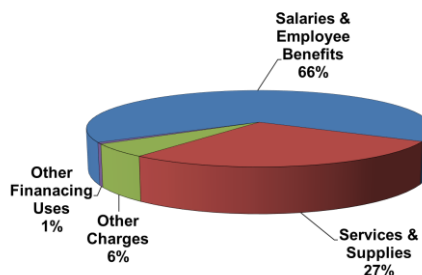
DEPARTMENT COMMENTS

Continued changes in the real estate market impacts the Assessor workload in a variety of ways. The number of properties on Proposition 8 has declined. New maps filed and building permits issued have also decreased. The volume of customer inquiries remains steadily high as the Department continues to educate the public on property value increases and restoration of Proposition 13 base values. Increased involvement in the CATS project will significantly impact the workload of the Department.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	3,518,558	3,432,000	3,731,000	299,000	8.7%
MISC REVENUE	4,488	0	0	0	0.0%
TOTAL REVENUES	3,523,045	3,432,000	3,731,000	299,000	8.7%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	4,792,400	4,998,846	5,992,199	993,353	19.9%
SERVICES AND SUPPLIES	1,656,300	2,191,259	2,484,212	292,953	13.4%
OTHER CHARGES	555,166	483,182	504,456	21,274	4.4%
OTHER FINANCING USES	45,225	49,299	59,744	10,445	21.2%
INTRA-FUND TRANSFERS	(148,019)	(147,459)	(168,615)	(21,156)	14.3%
TOTAL APPROPRIATIONS	6,901,071	7,575,127	8,871,996	1,296,869	17.1%
NET COUNTY COST	3,378,026	4,143,127	5,140,996	997,869	24.1%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the position allocation since the adoption of the FY2019/20 Budget are provided below:

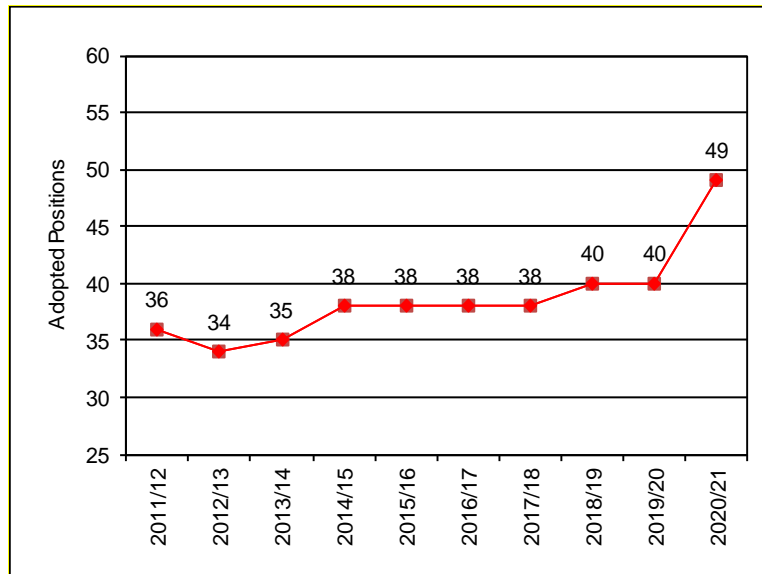
On March 10, 2020 the Board approved the following position changes:

- Added 4.0 FTE Appraiser Limited-Term through June 30, 2023
- Added 1.0 FTE Auditor/Appraiser Limited-Term through June 30, 2023
- Added 1.0 FTE Office Supervisor Limited-Term through June 30, 2023
- Added 1.0 FTE Office Assistant III Limited-Term through June 30, 2023

These Limited-Term positions will backfill the current staff who will be assisting in the implementation of the CATS Project, funded by Property Tax Administration Fee and General Fund.

The FY2020/21 Recommended Budget includes the following changes:

- Add 2.0 FTE Office Assistant III, to assist in the processing of the Property Exemptions and Ownership, funded by funded by Property Tax Administration Fee and General Fund.
- Extend 2.0 FTE Limited-Term Office Assistant III through June 30, 2023, to backfill the current staff who will be assisting in the implementation of the CATS Project, funded by Property Tax Administration Fee and General Fund.

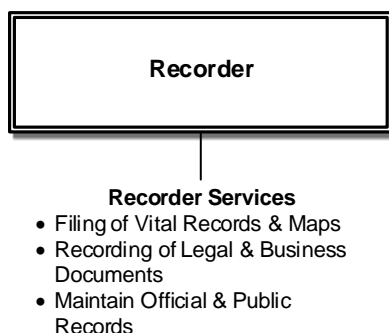
STAFFING TREND**PENDING ISSUES AND POLICY CONSIDERATIONS**

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. The CATS project is a multiyear project with an expected project cost of \$10 million. In a continued effort with the CATS Project team, the Assessor/Recorder will dedicate staff subject matter experts to map, test, and validate the CATS data. This work will be done concurrently with preparing and closing the annual roll to which seven (7) additional Limited-Term Employees will be hired to assist.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. The Assessor's Office is currently focused on closing the assessment roll by July 1, 2020. COVID-19 is projected to have no significant influence on the current assessment values because the January 1, 2020 lien date for FY2020/21 roll values are based on the transactions that occurred in calendar year 2019. Any assessment changes resulting from COVID-19 will impact the roll close in July 2021. Supplemental Assessments could be impacted should properties sell below their assessed values; however, the Department does not have any data or projections at this time. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
2909 RECORDER	1,799,663	1,857,500	2,047,000	189,500	10.2%
4000 RECORDER SPECIAL REVENUE	801,165	799,500	789,902	(9,598)	(1.2%)
APPROPRIATIONS					
2909 RECORDER	1,838,720	2,001,013	2,045,603	44,590	2.2%
4000 RECORDER SPECIAL REVENUE	498,653	841,900	832,500	(9,400)	(1.1%)
NET CHANGE					
2909 RECORDER	39,057	143,513	(1,397)	(144,910)	(101.0%)
4000 RECORDER SPECIAL REVENUE	(302,512)	42,400	42,598	198	0.5%

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:

FY2019/20 Midyear Projection:	1,931,905
FY2020/21 Recommended:	2,045,603
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
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.

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments:

- The Recorder's Office indirectly supports health and public safety programs by collecting revenues on their behalf. In 2019, the Recorder's Office collected \$14,900 for the State of California's Family Law Trust Fund, \$39,100 for the County's Office of Family Violence Prevention, and \$81,000 for the County's Children's Trust, which funds child neglect and abuse prevention and intervention programs. Also collected was \$394,600 for the Trial Court Fund to help State court operating costs, \$655,700 for the District Attorney's Real Estate Fraud Prosecution Fund, and \$4.4 million to the State Controller for the Building Homes and Jobs Act. The Recorder's Office collected Property Transfer Tax fees on behalf of the County and its cities in the amount of \$7.9 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 section 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 2019, the fee was applied to 72,900 of the over 109,000 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 2019, a total of 1,350 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.
- 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 are dedicated to the development of affordable housing throughout the State. In 2019, the Recorder collected the SB 2 fee on 41,800 qualifying official records.
- In 2006, the Board of Supervisors adopted Resolution 2006-220 which approved the County participation in the Electronic Recording Delivery Act of 2004 (ERDA), and authorized the Assessor/Recorder to execute a Memorandum of Understanding with the State Department of Justice (DOJ) in accordance with the ERDA, and approved the Assessor/Recorder to issue payments to the DOJ for the County's allocated share of the direct cost of program oversight. On April 11, 2017 the Board of Supervisors authorized the Assessor/Recorder to execute a Joint Powers Agreement with the California Electronic Recording Network Authority (CERTNA), a California Joint Powers Authority; and Delegate authority to the Assessor-Recorder to conduct negotiations, executions and submissions of documents which may be necessary for the participation of Solano County in CERTNA Electronic Delivery System. In 2019, 30,400 documents were recorded electronically, and 260 additional title companies are now able to record electronically with Solano County.

WORKLOAD INDICATORS

- In 2019, the Department examined, recorded, indexed, and verified over 109,000 documents.
- In 2019, approximately 19,600 official birth, death, and marriage certificates were issued as well as over 5,000 certified copies of official records.

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$189,500 or 10% in revenues and an increase of \$44,590 or 2.2% in appropriations when compared to FY2019/20 Adopted Budget. As a result, the Net County Cost is decreased by \$144,910.

Summary of Other Administered Budgets

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

Primary Funding Sources

The primary funding source for the Department is Charges for Services, which comprises \$2,021,000 or 98.7% of the total revenue representing the Recording Fees for the recording of official documents.

The FY2020/21 Recommended Budget includes a \$189,500 or 10.2% increase in revenues primarily due to a rise in Official Documents being recorded and \$12.00 Government Lien Release charge increase as approved by Senate Bill 780 and in accordance with Government Code 27361.3.

Primary Costs

The FY2020/21 Recommended Budget includes a \$44,590 or 2.2% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$114,605 or 8.1% resulting from increase in salaries and wages resulting from the labor agreement, health and retirement costs.
- Services and Supplies reflect a decrease of \$34,197 or 18.7% primarily due to a decrease in Central Data Processing Services.
- Other Charges reflect a decrease of \$45,777 or 25.0% due to a decrease in Countywide Administration Overhead.
- Other Financing Uses reflect an increase of \$1,432 or 10.7% due to an increase in Pension Obligation Bond costs.
- Intra-Fund Transfers reflect an increase of \$8,527 or 4.1% for an increase in the share of the Department's portion of the salaries and employee benefits of the Department Head, Assistant Department Head and Office Coordinator (Reclassified To Be Determined position) offset by a decrease in postage due to the implementation of Electronic Recording.

Contracts

None.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	1,768,471	1,831,000	2,021,000	190,000	10.4%
MISC REVENUE	31,193	26,500	26,000	(500)	(1.9%)
TOTAL REVENUES	1,799,663	1,857,500	2,047,000	189,500	10.2%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,298,657	1,411,349	1,525,954	114,605	8.1%
SERVICES AND SUPPLIES	149,656	183,021	148,824	(34,197)	(18.7%)
OTHER CHARGES	186,736	182,835	137,058	(45,777)	(25.0%)
OTHER FINANCING USES	12,522	13,399	14,831	1,432	10.7%
INTRA-FUND TRANSFERS	191,148	210,409	218,936	8,527	4.1%
TOTAL APPROPRIATIONS	1,838,720	2,001,013	2,045,603	44,590	2.2%
NET COUNTY COST	39,057	143,513	(1,397)	(144,910)	(101.0%)

STAFFING					
RECORDER	14	14	14	14	0.0%
TOTAL STAFFING	14	14	14	14	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

On March 10, 2020 the Board approved the following position changes:

- Reclassification 1.0 FTE Office Coordinator to a 1.0 FTE To Be Determined Position, funded by Property Tax Administration Fee, General Fund and Recorder's Charges for Services.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Recorder's Office budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended budget prior to final approval of the FY2020/21 Budget.

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 and Electronic Recording Program funds. Under the authority of Government Code sections 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 section 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 section 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 section 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). Government Code section 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 implemented the program in FY2018/19 and collects the \$1 fee afforded by the Act.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$9,598 or 1.2% in revenues and a decrease of \$9,400 or 1.1% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the fund balance is decreased by \$42,598.

Primary Funding Sources

The primary funding source for the Department is Charges for Services, which comprise of \$750,000 or 94.9% of the total revenues.

The FY2020/21 Recommended Budget includes a \$9,598 or 1.2% decrease in revenues primarily due to a rise in Official Documents being recorded. Interest Income shows a decrease of \$88,598 or 68.9% as a result of decreasing interest rates resulting from the effects of the COVID-19 on the economy.

Primary Costs

The FY2020/21 Recommended Budget includes a \$9,400 or 1.1% decrease in appropriations primarily due to a decrease of \$35,000 in costs for indexing and integration of images of historic microfilm which is vital to title research, partially offset by increases of \$25,600 primarily attributable to fees associated with the Electronic Recording System.

Contracts

None.

Fixed Assets

None.

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

Marc Tonnesen, Assessor/Recorder
Other Protection

DEPARTMENT COMMENTS

None.

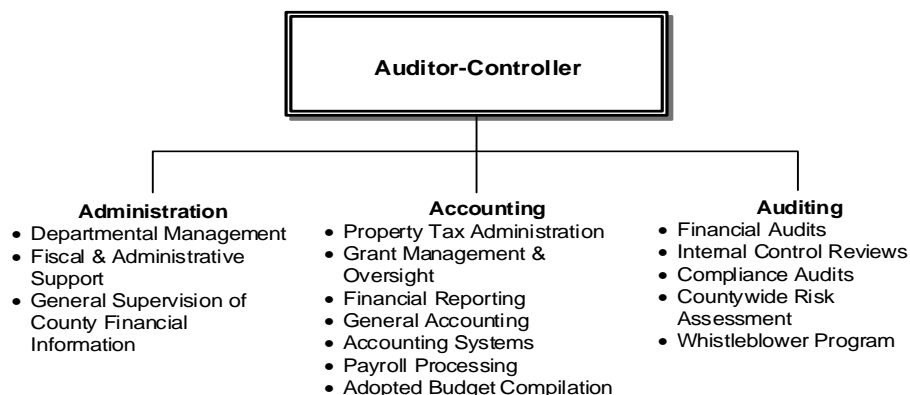
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	191,657	128,500	39,902	(88,598)	(68.9%)
CHARGES FOR SERVICES	609,330	671,000	750,000	79,000	11.8%
OTHER FINANCING SOURCES	178	0	0	0	0.0%
TOTAL REVENUES	801,165	799,500	789,902	(9,598)	(1.2%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	476,726	841,900	832,500	(9,400)	(1.1%)
OTHER CHARGES	21,926	0	0	0	0.0%
TOTAL APPROPRIATIONS	498,653	841,900	832,500	(9,400)	(1.1%)
CHANGE IN FUND BALANCE	(302,512)	42,400	42,598	198	0.5%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Recorder's Office Special Revenue Fund budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.



DEPARTMENTAL PURPOSE

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

Budget Summary:

FY2019/20 Midyear Projection:	5,189,422
FY2020/21 Recommended:	5,816,882
County General Fund Contribution:	193,638
Percent County General Fund Supported:	3.3%
Total Employees (FTEs):	37

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

- FY2019/20 posed significant challenges due to staff vacancies caused by promotions, retirements, and attrition. During FY2019/20, the Department had an average vacancy rate of 14.8% or an average of 5.5 vacancies throughout the year. This impacted our ability to do more automation projects.
- Completed the reorganization of the Payroll and Systems Division approved by the Board in FY2019/20 with the hiring of a new Deputy Auditor-Controller. The Payroll and Systems Division administers three countywide systems (OneSolution, PeopleSoft, and IntelliTime). An ongoing challenge includes administration of the payroll function as changes to Memoranda of Understanding, payroll laws, regulations and interpretations (FLSA, IRS, PEPR, CalPERS, etc.) impact the workload. Payroll is having staffing challenges and uses extra-help support and overtime to meet these challenges.
- Continue to work with the Department of Information Technology (DoIT) and Sheriff's Office on a pilot project to decentralize accounts payable invoice processing.
- 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 multi-year project, at an estimated cost of \$10 million (excluding staff resources for project management and testing). The three user departments, in coordination with the Department of

Information Technology, selected Thomson Reuters' Aumentum System (subsequently sold to Harris Computer Corp.) to replace the aging SCIPS. The project is known as the County Assessment and Taxation System (CATS).

- 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 opinion on the County's Comprehensive Annual Financial Report.

WORKLOAD INDICATORS

During FY2019/20, the Department:

- Processed over 68,000 vendor claims, deposit permits, journal entries, contract encumbrances, encumbrance adjustments, appropriation transfers, and wire/electronic fund transfers into the financial system.
- Converted over 65,000 forms and the supporting documentation into an electronic format for countywide Department access.
- 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 \$860 million in property taxes, which were calculated, allocated and paid to 75 taxing entities and more than 50 ad valorem bonds to school districts, community colleges, special districts, and cities. Administered over 399,000 special assessments levied by cities, agencies and special districts totaling \$100 million. Researched, calculated, and paid over 1,200 property tax refunds.
- Employed over 2,300 hours on Redevelopment Dissolution Act (ABX1 26). Effective July 1, 2018, the six successor agencies' oversight boards were eliminated, and a countywide consolidated oversight board was established pursuant to Health & Safety Code section 34179(j). The Auditor-Controller's Office provides staff support to this countywide consolidated oversight board.
- Administered the requirements under the laws for the monitoring and reporting on redevelopment dissolution. Distributed over \$29.1 million to taxing entities pursuant to redevelopment pass-through agreements, \$14.1 million to the six successor agencies for payment of recognized obligations and \$66.9 million in residual balances to the taxing entities.
- Employed over 5,100 hours of staff time to perform financial/compliance audits, process reviews, internal control reviews, and administration of the Whistleblower Program. The audit hours were allocated as follow:
 - 2,214 hours to Countywide Reviews and Other Activities
 - 687 hours to Mandated Financial Audits
 - 1,229 hours to Special Districts and Other Financial Audits
 - 1,009 hours to Health and Social Services

Functional Area Summary

1200 – Fund 001-Auditor-Controller
Phyllis S. Taynton, Auditor-Controller
Finance

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ACO-ADMINISTRATION	17,352	23,000	11,000	(12,000)	(52.2%)
ACO-ACCOUNTING	4,637,323	4,707,895	4,841,949	134,054	2.8%
ACO-AUDITING	744,461	921,453	770,295	(151,158)	(16.4%)
TOTAL REVENUES	5,399,136	5,652,348	5,623,244	(29,104)	(0.5%)
APPROPRIATIONS					
ACO-ADMINISTRATION	17,352	23,000	11,000	(12,000)	(52.2%)
ACO-ACCOUNTING	4,275,924	4,627,371	4,909,174	281,803	6.1%
ACO-AUDITING	675,377	835,973	896,708	60,735	7.3%
TOTAL APPROPRIATIONS	4,968,653	5,486,344	5,816,882	330,538	6.0%
NET COUNTY COST					
ACO-ACCOUNTING	(361,399)	(80,524)	67,225	147,749	(183.5%)
ACO-AUDITING	(69,083)	(85,480)	126,413	211,893	(247.9%)
NET COUNTY COST	(430,482)	(166,004)	193,638	359,642	(216.6%)
STAFFING					
ACO-ADMINISTRATION	3	3	3	0	0.0%
ACO-ACCOUNTING	27	29	29	0	0.0%
ACO-AUDITING	5	5	5	0	0.0%
TOTAL STAFFING	35	37	37	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$29,104 or 0.5% in revenues and an increase of \$330,538 or 6.0% in appropriations when compared to FY2019/20 Adopted Budget. As a result, the Net County Cost increased by \$359,642 when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The primary funding sources for the Auditor-Controller's Office are A87 charges and fees for services and include:

- County Administrative Overhead (A87) revenues of \$3,492,439 reflect a decrease of \$167,656 or 4.6% from prior year primarily due to a decrease in the Department's net recoverable costs. 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 \$936,000 reflect an increase of \$56,000 or 6.4% over 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 \$374,973 reflect a net decrease of \$21,350 or 5.4%. These are fees/charges for accounting and auditing services to special districts and other governmental agencies. The decrease is primarily due to the biennial audit schedule for some special districts.
- Other Charges for Services revenues of \$350,800 reflect an increase of \$61,639 or 21.3%. This revenue represents charges to redevelopment successor agencies and the Countywide Consolidated Oversight Board for administrative support costs and annual auditing services of the successor agencies' Prior Period Adjustments Schedule.
- Revenues from Interfund Services of \$370,737 reflect an increase of \$46,263 or 14.3%. 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. This also include reimbursements for the labor associated with the SCIPS replacement project.

Primary Costs

The FY2020/21 Recommended Budget includes a \$330,538 or 6.0% increase in appropriations due to the following:

- Salaries and Employee Benefits include a net increase of \$346,889 or 7.3% from the FY2019/20 Adopted Budget. The net increase is primarily due to the following:
 - Salaries/wages/benefits are expected to increase primarily due to increases in wages from negotiated and approved labor agreements, merit/step/longevity increases for staff, increases in CalPERS rates on higher salaries and rates, increases in health benefit costs and coverage levels for staff. Increase in Extra Help for a college intern in the Payroll and Systems Division, currently used due to staff vacancies in Payroll, offset by Salary Savings.
 - Projected salary savings remained the same compared to FY19/20 Adopted Budget. Salary savings includes \$50,000 due to timing of filling the vacant Accountant/Auditor, Limited-Term (for CATS Project support) and \$50,000 for other vacancies that may occur during year.
- Services and Supplies include a net increase of \$35,747 or 5.3% primarily due to anticipated increase in countywide audit costs resulting from a request for proposal for audit services, increases in central data processing services, countywide insurance costs and communications costs.
- Intrafund Transfers decreased \$56,271 or 44.5% primarily due to increased charges for internal accounting and audit services and completion of a small office remodel project.

Contracts

The FY2020/21 Recommended Budget includes a total of \$151,400 or 2.6% in contracted services, which includes accounting and financial services contracts primarily for audit services.

Fixed Assets

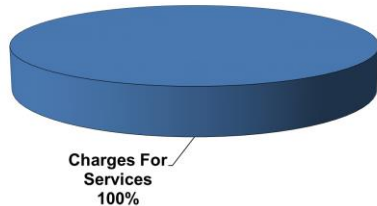
None.

DEPARTMENT COMMENTS

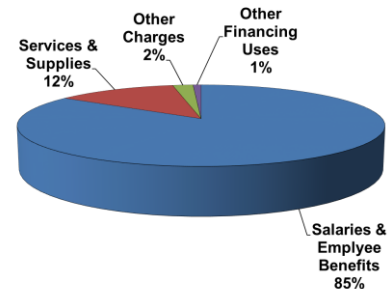
The Auditor-Controller performs countywide functions and enforces budgetary controls for the County budgeted appropriations of over \$1.0 billion as reflected in the FY2019/20 Adopted Budget. The Department continues to work with DoIT to implement countywide technology solutions to improve efficiency and provide countywide automated solutions to current manual processes as follows:

- Upgrade the OneSolution financial system to remain current on the software and to allow for future automation improvements.
- Upgrade PeopleSoft and IntelliTime Systems to remain current on the software and to allow for future automation improvements.
- Replace the Solano County Integrated Property System with Harris Computer Corporation (formerly Thomson Reuters) Aumentum System, a more integrated and efficient.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	8,446	8,500	8,900	400	4.7%
CHARGES FOR SERVICES	5,390,171	5,643,848	5,614,344	(29,504)	(0.5%)
MISC REVENUE	519	0	0	0	0.0%
TOTAL REVENUES	5,399,136	5,652,348	5,623,244	(29,104)	(0.5%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	4,358,548	4,768,491	5,115,380	346,889	7.3%
SERVICES AND SUPPLIES	604,884	679,067	714,814	35,747	5.3%
OTHER CHARGES	120,026	118,395	118,429	34	0.0%
OTHER FINANCING USES	40,975	46,830	50,969	4,139	8.8%
INTRA-FUND TRANSFERS	(155,779)	(126,439)	(182,710)	(56,271)	44.5%
TOTAL APPROPRIATIONS	4,968,654	5,486,344	5,816,882	330,538	6.0%
NET COUNTY COST	(430,482)	(166,004)	193,638	359,642	(216.6%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

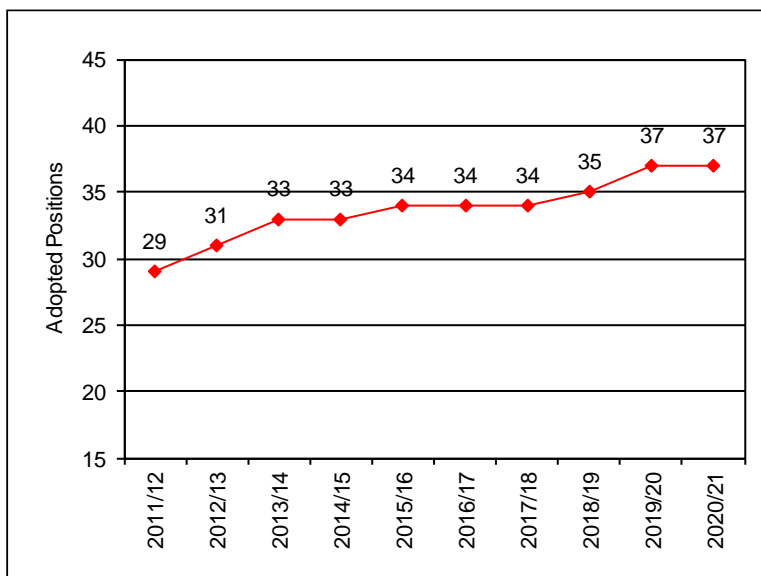
None.

SUMMARY OF POSITION CHANGES

The FY2020/21 Recommended Budget includes the following position change:

- Extend 1.0 FTE Accountant/Auditor I, Limited-Term position set to expire June 30, 2021, to June 30, 2023 to backfill existing staff in the Property Tax Division who will be working on the CATS Project. This position is anticipated to be hired in January 2021.

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. The CATS project is in the early phase of a multi-year project with an estimated project cost of \$10 million.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Auditor-Controller budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Summary of Other Administered Budgets

1200 – Fund 001-Auditor-Controller
Phyllis S. Taynton, Auditor-Controller
Finance

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1101 GENERAL REVENUE	197,107,131	193,340,492	196,036,357	2,695,865	1.4%
5908 COUNTY DISASTER	829,235	24,169	6,018	(18,151)	(75.1%)
8006 PENSION DEBT SERVICE FUND	6,684,592	7,554,516	8,722,840	1,168,324	15.5%
8037 2017 CERTIFICATES OF PARTICIPA	7,282,511	7,447,305	7,376,153	(71,152)	(1.0%)
8034 HSS ADMIN/REFINANCE SPHF	1,772,526	10,000	0	(10,000)	(100.0%)
8036 2013 COP ANIMAL CARE PROJECT	463,654	462,882	462,488	(394)	(0.1%)
APPROPRIATIONS					
1101 GENERAL REVENUE	547,478	300,000	600,000	300,000	100.0%
5908 COUNTY DISASTER	3,799	4,062	6	(4,056)	(99.9%)
8006 PENSION DEBT SERVICE FUND	7,303,090	4,443,911	4,782,135	338,224	7.6%
8037 2017 CERTIFICATES OF PARTICIPA	7,395,153	7,396,378	7,376,153	(20,225)	(0.3%)
8034 HSS ADMIN/REFINANCE SPHF	1,754,862	1,788,160	0	(1,788,160)	(100.0%)
8036 2013 COP ANIMAL CARE PROJECT	475,837	475,907	473,785	(2,122)	(0.4%)
NET CHANGE					
1101 GENERAL REVENUE	(196,559,653)	(193,040,492)	(195,436,357)	(2,395,865)	1.2%
5908 COUNTY DISASTER	(825,436)	(20,107)	(6,012)	14,095	(70.1%)
8006 PENSION DEBT SERVICE FUND	618,498	(3,110,605)	(3,940,705)	(830,100)	26.7%
8037 2017 CERTIFICATES OF PARTICIPA	112,642	(50,927)	0	50,927	(100.0%)
8034 HSS ADMIN/REFINANCE SPHF	(17,664)	1,778,160	0	(1,778,160)	(100.0%)
8036 2013 COP ANIMAL CARE PROJECT	12,183	13,025	11,297	(1,728)	(13.3%)

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 \$2,695,865 or 1.4%, in revenues and an increase of \$300,000 or 100.0% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the net increase to the General Fund is \$2,395,865 or 1.2%.

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 revenues, business license tax, and disposal fees. The significant changes in revenues projected are primarily due to the following:

- \$4,619,730 increase in Current Secured Property Taxes due to an estimated increase of 3.0% in assessed values from the FY2019/20 corrected assessment roll. Property Tax revenue in FY2020/21 is based on property values as of the lien date of January 1, 2020.
- \$2,542,674 increase in Property Tax in Lieu due to an estimated increase of 3.0% in assessed values.
- \$370,852 increase in ABX1 26 Residual Taxes and \$878,182 in ABX1 26 Pass-Through due to an estimated increase of 3.0% in assessed values.
- \$2,000,000 decrease in Interest Income due to the negative economic impacts of COVID-19.
- \$900,000 decrease in Supplemental Taxes based on current trend. Supplemental changes are not resulting in significant increases in values, therefore, supplemental tax revenues are anticipated to be less than prior year. Additionally, Supplemental activity is anticipated to decline due to the negative economic impacts of COVID-19.
- \$600,000 decrease in Unsecured Taxes as business property values have declined and wind farm appeals have resulted in lower values. COVID-19 may result in the closure of businesses, decreasing Unsecured Taxes.
- \$570,000 decrease in Disposal Fees due to decreases anticipated in municipal solid waste at the local landfills resulting from negative economic impacts due to COVID-19.
- \$490,643 decrease in Sales and Use Taxes based on current trend due to the negative economic impacts due to COVID-19. Sales and use tax revenues are expected to continue to be impacted throughout FY2020/21.
- \$870,000 decrease in Operating Transfers-In resulting from the final closeout of the 2009 COP, and the return of excess Fund Balance in FY2019/20.

Primary Costs

Appropriations of \$600,000 include: \$500,000 for the General Fund's share of property tax refunds, \$50,000 for professional services for sales tax financial services, and \$50,000 for general accounting and auditing services for the Solano County Fair.

Contracts

None.

Fixed Assets

None.

Summary of Other Administered Budgets

1101 – Fund 001-General Revenue
Phyllis S. Taynton, Auditor-Controller
Legislative & Administration

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	172,042,874	176,963,866	183,104,957	6,141,091	3.5%
LICENSES, PERMITS & FRANCHISE	696,715	600,000	600,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	3,934,681	2,501,000	500,500	(2,000,500)	(80.0%)
INTERGOVERNMENTAL REV STATE	8,664,826	1,445,126	1,439,100	(6,026)	(0.4%)
INTERGOVERNMENTAL REV FEDERAL	26,060	3,500	4,800	1,300	37.1%
INTERGOVERNMENTAL REV OTHER	355,571	107,000	107,000	0	0.0%
CHARGES FOR SERVICES	8,219,431	7,800,000	7,230,000	(570,000)	(7.3%)
MISC REVENUE	3,166,974	3,050,000	3,050,000	0	0.0%
OTHER FINANCING SOURCES	0	870,000	0	(870,000)	(100.0%)
TOTAL REVENUES	197,107,131	193,340,492	196,036,357	2,695,865	1.4%
APPROPRIATIONS					
SERVICES AND SUPPLIES	16,320	50,000	50,000	0	0.0%
OTHER CHARGES	531,158	250,000	550,000	300,000	120.0%
TOTAL APPROPRIATIONS	547,478	300,000	600,000	300,000	100.0%
NET COUNTY COST	(196,559,653)	(193,040,492)	(195,436,357)	(2,395,865)	1.2%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted factoring some initial assumptions on the impact of COVID-19. Revenue projections from key funding sources that have been adjusted to reflect initial reductions in the FY2020/21 Recommended Budget due to COVID-19 include Interest Income, Supplemental Taxes, Unsecured Taxes, Sales & Use Taxes, and Disposal Fees. These are all anticipated to decline due to COVID-19 impacts on the stock market, closure of businesses due to Shelter at Home Orders impacting sales and operations, increased unemployment, reduced building activity and the actual decline in these revenue sources are dependent on when recovery to the investment markets, construction and housing market, and the impact on local businesses might occur in 2020 or 2021. While these revenue sources have been reduced based on an initial evaluation, the actual impact will depend on the short- and long-term impacts of COVID-19, such as the length of the shutdown, the effect on consumer spending, and a number of other factors that cannot currently be determined. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget presented herein based on additional analysis surrounding the impacts of COVID-19 prior to final adoption of the FY2020/21 Budget.

FUNCTION AND RESPONSIBILITIES

Solano County utilizes the County Disaster Fund (Fund 282) to provide a separate budget unit to account for the payment of County costs associated with disasters impacting Solano County and the related subsequent reimbursement from the State and federal government. In prior years the Disaster Fund was utilized for tracking costs for the 2014 Napa Earthquake, 2017 Winter Storm Flooding and the 2017 October Wildfires. The following are the recent and/or active disaster events which are being accounted for in the Disaster Fund.

2019 Public Safety Power Shutoffs (PSPS) and Wildfires

During the months of October and November 2019, Solano County was impacted by conditions that caused or threatened to cause damage, including impacts related to PSPS, wildfires including the Glen Cove fire in Vallejo, and an emergency water conservation notice in the City of Vallejo. On October 28, 2019, the County Administrator proclaimed a local emergency pursuant to Government Code section 8630 which was ratified by the Board on November 5, 2019. The State and the federal government choose not to declare a state of emergency for the Public Safety Power Shutoffs and as a result little to no reimbursement is expected. The Governor did allocate \$75 million to help state and local governments mitigate the impacts of power shutoffs. This declaration was closed out on November 5, 2019. Solano County received \$463,843 in FY2019/20 which the Board accepted and approved allocations for prevention measures for future PSPS events.

COVID-19

On February 26, 2020, the U.S. Centers for Disease Control confirmed the first person-to-person transmission of the Novel Coronavirus COVID-19 had affected a Solano County resident. On February 27, 2020, the County Administrator proclaimed a local emergency pursuant to Government Code section 8630 which was ratified by the Board on March 3, 2020. Governor Newsom issued an emergency proclamation proclaiming a state of emergency in relation to the COVID-19 pandemic on March 4, 2020, and on March 22, 2020, President Trump approved the request for a Major Disaster Declaration, allowing for the provision of federal aid to assist with recovery efforts. The County's estimated direct costs are to be determined as work progresses and reports are completed. On May 4, 2020, the Board of Supervisors approved an appropriation from Contingencies to offset actual costs incurred pending FEMA and State future reimbursements.

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents a decrease of \$18,151 or 75.1% in revenues and a decrease of \$4,056 or 99.9% in appropriations when compared to the FY2019/20 Adopted Budget. The FY2020/21 Preliminary Recommended Budget does not include revenues or appropriations associated with COVID-19 as work is still in the beginning stages and federal aid has not yet been received and will be revised prior to recommendations for the FY2020/21 Final Budget. The Budget reflects residual Countywide Administrative Overhead costs.

See related Budget Unit 9382 - Fund 282 Contingencies (refer to Contingencies section of the Budget).

Summary of Other Administered Budgets**5908 – Fund 282-County Disaster Fund****Phyllis S. Taynton, Auditor-Controller
Other Assistance**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	70,336	0	0	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	758,899	0	0	0	0.0%
CHARGES FOR SERVICES	0	24,169	6,018	(18,151)	(75.1%)
TOTAL REVENUES	829,235	24,169	6,018	(18,151)	(75.1%)
APPROPRIATIONS					
OTHER CHARGES	3,799	4,062	6	(4,056)	(99.9%)
TOTAL APPROPRIATIONS	3,799	4,062	6	(4,056)	(99.9%)
NET CHANGE	(825,436)	(20,107)	(6,012)	14,095	(70.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

While the declaration for PSPS was closed, it is expected that there will be more PSPS events in FY2020/21.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the County Disaster Fund budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Debt Service Overview

Phyllis S. Taynton, Auditor-Controller Debt

Long-term Financial Obligations

The County has no outstanding general obligation bonds. The County's outstanding long-term debts as of June 30, 2020 are as follows:

<u>Type</u>	<u>Total</u>
Notes payable	\$ 1,217,533
Certificates of Participation	61,760,000
Pension Obligation Bonds	20,375,000
Total	<u>\$ 83,352,533</u>

Notes payable

The County entered into a note payable agreement with the Suisun Redevelopment Agency for \$1,023,890 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. The outstanding balance remains at \$1,023,890. During FY2018/19, the County entered into a loan agreement for \$578,785 with Sun Ridge Systems, Inc. for the Software Support and Services for all Regulatory Information Management System (RIMS) public safety software licenses. The balance remaining on the note as of June 30, 2020 is \$193,643.

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 Facility, the improvements to the Central Utility Plant, the Library in Fairfield, and the Animal Shelter.

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 two certificates of participation series outstanding. The credit ratings are as follows:

2013 COP is private placement with no rating.

2017 COP AA from S&P.

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.

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
2018-19	\$57,621,468,703	\$2,881,073,435	\$23,375,000	\$2,857,698,435	0.81%
2017-18	54,604,488,570	2,730,224,429	26,085,000	2,704,139,429	0.96%
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	1,968,367,474	3.02%
2011-12	38,799,632,098	1,939,981,605	69,630,000	1,870,351,605	3.59%
2010-11	38,644,020,806	1,932,201,040	77,805,000	1,854,396,040	4.03%
2009-10	39,256,945,402	1,962,847,270	81,105,000	1,881,742,270	4.13%

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.

Phyllis S. Taynton, Auditor-Controller
Debt**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 POB 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.

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 an increase of \$1,168,324 or 15.5% in revenues and an increase of \$338,224 or 7.6% in appropriations when compared to the FY2019/20 Adopted Budget.

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

- Increase of \$810,153 in Other Revenue due to anticipated savings from the prepayment of the FY2020/21 unfunded liability.
- Increase of \$393,113 in Operating Transfers In due to higher wages subject to pension contribution from County departments.

Significant changes in appropriations include:

- Increase of \$335,000 in Bond Redemption and a decrease of \$158,100 in Interest on Long-Term Debt per the 2005 POB debt service amortization schedule.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	47,013	47,000	9,788	(37,212)	(79.2%)
CHARGES FOR SERVICES	0	0	2,270	2,270	0.0%
MISC REVENUE	2,567,878	2,861,710	3,671,863	810,153	28.3%
OTHER FINANCING SOURCES	4,069,701	4,645,806	5,038,919	393,113	8.5%
TOTAL REVENUES	6,684,592	7,554,516	8,722,840	1,168,324	15.5%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,008	1,000	1,100	100	10.0%
SERVICES AND SUPPLIES	3,225	6,200	4,750	(1,450)	(23.4%)
OTHER CHARGES	4,298,857	4,436,711	4,776,285	339,574	7.7%
OTHER FINANCING USES	3,000,000	0	0	0	0.0%
TOTAL APPROPRIATIONS	7,303,090	4,443,911	4,782,135	338,224	7.6%
CHANGE IN FUND BALANCE	618,498	(3,110,605)	(3,940,705)	(830,100)	26.7%

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 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 \$71,152 or 1% in revenues and a decrease of \$20,225 or 0.3% in appropriations when compared to FY2019/20 Adopted Budget.

Primary Funding Source

The Recommended Budget includes revenues of \$7,376,153 a decrease of \$71,152 or 1% compared to FY2019/20.

The primary funding sources include the following:

- The \$4,448,363 Operating Transfers-In are as follows:
 - \$725,500 from the Public Facilities Fees - Public Protection.
 - \$578,551 from the Public Facilities Fees - General Government.
 - \$395,424 from the Courthouse Temporary Construction Fund.
 - \$900,000 from the Accumulated Capital Outlay Fund.
 - \$1,848,888 from the General Fund.
- \$2,838,825 from a depreciation charge allocated to departments occupying the County Administration Center and the Probation building.
- \$16,965 from the Solano Local Agency Formation Commission (LAFCo) for the lease of office space in the County Administration Center.

Primary Costs

The FY2020/21 appropriations reflect principal and interest payments, accounting and financial services, and Countywide Administrative Overhead charges due in FY2020/21.

Phyllis S. Taynton, Auditor-Controller

Debt

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	89,020	48,683	88,965	40,282	82.7%
CHARGES FOR SERVICES	2,770,011	2,781,419	2,838,825	57,406	2.1%
OTHER FINANCING SOURCES	<u>4,423,480</u>	<u>4,617,203</u>	<u>4,448,363</u>	<u>(168,840)</u>	<u>(3.7%)</u>
TOTAL REVENUES	7,282,511	7,447,305	7,376,153	(71,152)	(1.0%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	4,445	6,200	6,200	0	0.0%
OTHER CHARGES	<u>7,390,708</u>	<u>7,390,178</u>	<u>7,369,953</u>	<u>(20,225)</u>	<u>(0.3%)</u>
TOTAL APPROPRIATIONS	7,395,153	7,396,378	7,376,153	(20,225)	(0.3%)
CHANGE IN FUND BALANCE	112,642	(50,927)	0	50,927	(100.0%)

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.

On November 15, 2019, the Series 2009 Refunding Certificates of Participation were fully redeemed. Debt service payments were financed from Health and Social Services and Public Facilities Fees. The residual balance was transferred to the General Fund which funded the initial contribution at the onset of the debt financing.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$10,000 or 100% in revenues and a decrease of \$1,788,160 or 100% in appropriations when compared to the FY2019/20 Adopted Budget which included \$891,286 for the final principal, interest and administrative costs of the debt. The 2009 COP matured in FY2019/20 with final payments and closeout of the debt on November 15, 2019. In connection with the final closeout of the Certificates, the remaining Fund Balance of \$887,664 was returned to the General Fund which represented the initial General Fund Contribution at the onset of the debt financing.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	39,068	10,000	0	(10,000)	(100.0%)
OTHER FINANCING SOURCES	1,733,458	0	0	0	(100.0%)
TOTAL REVENUES	1,772,526	10,000	0	(10,000)	(100.0%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	3,235	9,210	0	(9,210)	(100.0%)
OTHER CHARGES	1,751,627	891,286	0	(891,286)	(100.0%)
OTHER FINANCING USES	0	887,664	0	(887,664)	(100.0%)
TOTAL APPROPRIATIONS	1,754,862	1,788,160	0	(1,788,160)	(100.0%)
CHANGE IN FUND BALANCE	(17,664)	1,778,160	0	(1,778,160)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

Phyllis S. Taynton, Auditor-Controller

Debt

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 maturity on November 15, 2027.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$394 or 0.1% in revenues and a decrease of \$2,122 or 0.1% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The FY2020/21 Recommended Budget includes revenues of \$462,488 from the Operating Transfers-In from County General Fund and Other Governmental Agencies from the seven cities in accordance with the MOU. The County General Fund contribution is \$44,970. The difference of \$11,297 will be funded from Fund Balance.

Primary Costs

The appropriations reflect the principal and interest payments, and accounting and financial services fees in FY2020/21.

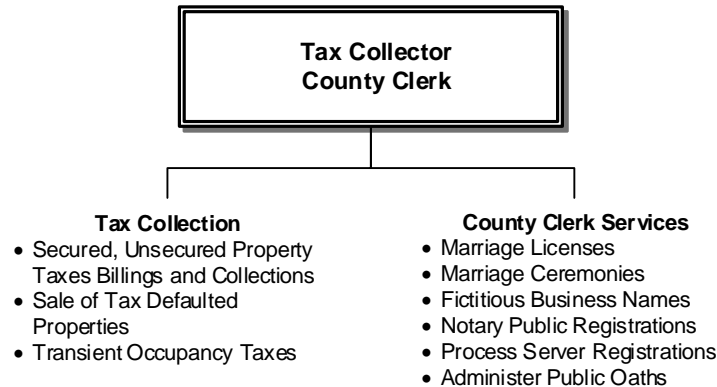
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	1,473	701	307	(394)	56.2%
INTERGOVERNMENTAL REV OTHER	417,211	417,211	417,211	0	0.0%
GENERAL FUND CONTRIBUTION	44,970	44,970	44,970	0	0.0%
TOTAL REVENUES	463,654	462,882	462,488	(394)	(0.1%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	2,150	4,000	3,500	(500)	12.5%
OTHER CHARGES	473,687	471,907	470,285	(1,622)	0.3%
TOTAL APPROPRIATIONS	475,837	475,907	473,785	(2,122)	(0.1%)
CHANGE IN FUND BALANCE	12,183	13,025	11,297	(1,728)	(13.3%)

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 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:

FY2019/20 Midyear Projection:	2,591,839
FY2020/21 Recommended:	2,703,782
County General Fund Contribution:	1,422,855
Percent County General Fund Supported:	52.6%
Total Employees (FTEs):	12

FUNCTION AND RESPONSIBILITIES

The Tax Collector is responsible for billing and collecting secured, supplemental, unsecured and transient occupancy taxes. The Division carries out these responsibilities primarily through its property 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 non-court related official documents. The Division carries out these responsibilities through its lobby kiosks, online portal, and public service counter.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Further developed and refined the required Scope of Work for the impending migration of property tax administration from the Solano County Integrated Property Tax System (SCIPS) to the County Assessment and Taxation System (CATS).
- Hired and trained additional staffing in preparation for CATS Project.
- Conducted a successful tax sale for default of 125 defaulted properties that resulted in the collection of more than \$6.5 million in delinquent taxes.

1300 – Fund 001-Tax Collector/County Clerk
Charles Lomeli, Tax Collector/County Clerk
Finance

Functional Area Summary

- Implemented a Voluntary Collection Agreement with AirBNB to streamline the collection of Transient Occupancy Taxes (TOT) applicable to online home sharing rentals resulting in a 92.9% budgeted increase in TOT collections.
- Working to implement AB 716 that authorizes the County Clerk to streamline the Fictitious Business Name registration and renewal process by allowing for a 100% electronic filing process that includes fee and electronic signature collection.

WORKLOAD INDICATORS

- In FY2019/20, the Tax Collector – County Clerk expects to issue and process payments on 168,000 property tax bills; the Division estimates the amount to increase by approximately 2,000 bills in FY2020/21.
- In FY2019/20, the Tax Collector – County Clerk expects to issue 1,900 marriage licenses, 2,300 fictitious business name statements, 375 notary oaths, and to conduct 525 marriage ceremonies, along with provided a variety of other clerk related functions and services; with expectations to issue approximately 2,000 marriage licenses, 2,300 fictitious business names, 400 notary oaths, and to conduct 550 marriage ceremonies, along with providing a variety of other clerk related functions and services in FY2020/21.
- Answered approximately 20,000 requests for additional information received via phone and e-mail in FY2019/20.
- Department analysis shows that approximately 6% of all property tax related payments are processed at the front counter, 12% are processed online, 47% are processed through mortgage companies utilizing the County Reciprocal Tax Accounting (CORTAC) payments process, which is a simplified bill routing and paying procedure, and 35% are processed via mailed payments. The convenience and growing acceptance of online payments has resulted in a migration of transactions from the traditional mailed check process to the lower cost online payment portal.
- The percentage of persons paying in person has remained reasonably constant year over year, indicating a payee preference that is unlikely to diminish in the foreseeable future. In anticipation of this, the departmental design input for SCIPS replacement system included specific features and capabilities designed to improve efficiencies related to the in-person and electronic bill delivery payment processes. The Department continues to explore other changes that may be available, with the goal of improving departmental efficiency while maintaining excellent public service and appropriate internal control processes.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAX COLLECTOR	1,093,381	997,168	995,927	(1,241)	(0.1%)
COUNTY CLERK	281,736	269,000	285,000	16,000	5.9%
TOTAL REVENUES	1,375,117	1,266,168	1,280,927	14,759	1.2%
APPROPRIATIONS					
TAX COLLECTOR	1,992,896	2,337,272	2,421,356	84,084	3.6%
COUNTY CLERK	280,985	268,956	282,426	13,470	5.0%
TOTAL APPROPRIATIONS	2,273,881	2,606,228	2,703,782	97,554	3.7%
NET COUNTY COST					
TAX COLLECTOR	899,515	1,340,104	1,425,429	85,325	6.4%
COUNTY CLERK	(751)	(44)	(2,574)	(2,530)	5750.0%
NET COUNTY COST	898,764	1,340,060	1,422,855	82,795	6.2%
STAFFING					
TAX COLLECTOR	10	10	10	0	0.0%
COUNTY CLERK	2	2	2	0	0.0%
TOTAL STAFFING	12	12	12	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$14,759 or 1.2% in revenues and an increase of \$97,554 or 3.7% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, Net County Cost is increased by \$82,795 or 6.2%.

The Department has two major functions, Tax Collection and County Clerk Services.

Primary Funding Sources

The primary funding sources for the Department are the General Fund, which comprises of \$1,422,855 or 52.6%, Charges for Services, which comprises of \$1,043,927 or 38.6%, and Taxes and Licenses for \$237,000, which combined comprise 8.8% of the Recommended Budget.

The FY2020/21 Recommended Budget includes a \$14,759 or 1.2% increase in revenues primarily due to increased Transient Occupancy Tax collections resulting from the implementation of a Voluntary Collection Agreement with a short-term rental services provider.

Primary Costs

The FY2020/21 Recommended Budget includes a \$97,554 or 3.7% increase in appropriations primarily due to an increase in Countywide Administration Overhead, Intra fund Transfers and Salaries and Employee Benefits resulting from increased salaries and wages, retirement and health benefits.

Contracts

The FY2020/21 Recommended Budget includes a total of \$176,125 or 6.5% for contracted services and professional services which include the following significant contracts:

- \$61,500 for lock box services.
- \$60,000 for tax bill printing services.
- \$53,425 for tax Sale/Auction services.

Fixed Assets

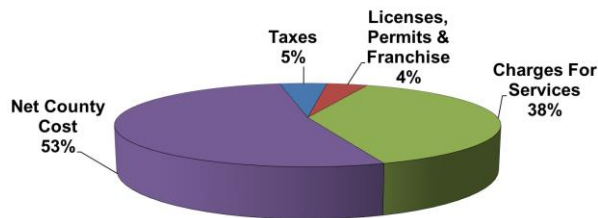
None.

DEPARTMENT COMMENTS

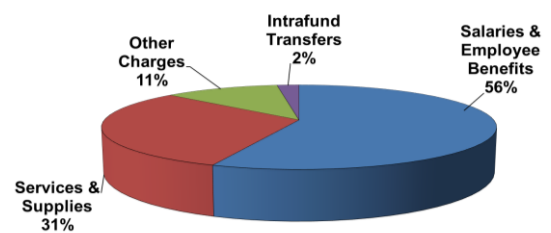
The Tax Collector – County Clerk anticipates that the enterprise system migration to replace the Solano County Integrated Property System (SCIPS) will continue moving forward. During the migration process, the focus of the Department will be on maintaining quality public service, maintaining appropriate 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



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	132,325	91,000	127,000	36,000	39.6%
LICENSES, PERMITS & FRANCHISE	108,283	108,000	110,000	2,000	1.9%
CHARGES FOR SERVICES	1,130,239	1,067,168	1,043,927	(23,241)	(2.2%)
MISC REVENUE	4,270	0	0	0	0.0%
TOTAL REVENUES	1,375,117	1,266,168	1,280,927	14,759	1.2%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,318,627	1,426,977	1,508,429	81,452	5.7%
SERVICES AND SUPPLIES	704,732	877,256	825,347	(51,909)	(5.9%)
OTHER CHARGES	214,618	262,047	298,419	36,372	13.9%
OTHER FINANCING USES	13,039	13,598	14,717	1,119	8.2%
INTRA-FUND TRANSFERS	22,865	26,350	56,870	30,520	115.8%
TOTAL APPROPRIATIONS	2,273,881	2,606,228	2,703,782	97,554	3.7%
NET COUNTY COST	898,764	1,340,060	1,422,855	82,795	6.2%

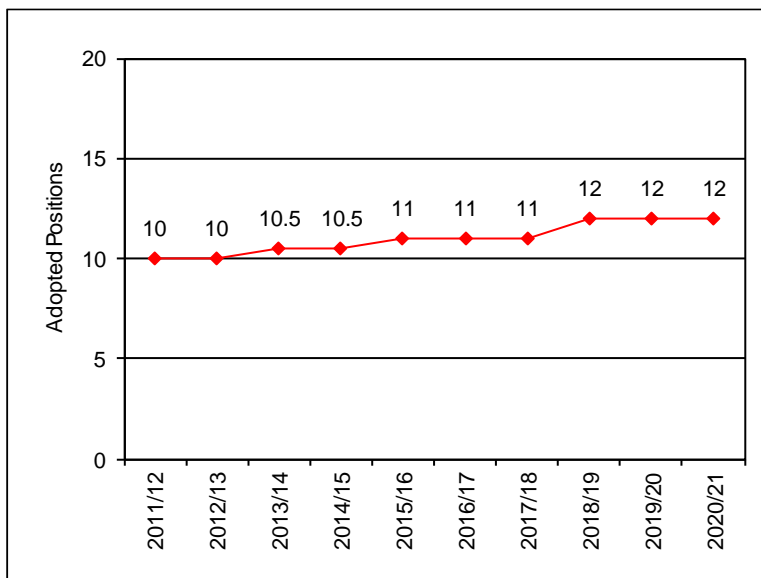
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

The FY2020/21 Recommended Budget includes the proposed position changes funded by General Fund:

- Extend 1.0 FTE Limited-Term Accounting Clerk II through June 30, 2023. This position assists in the CATS Project.

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.

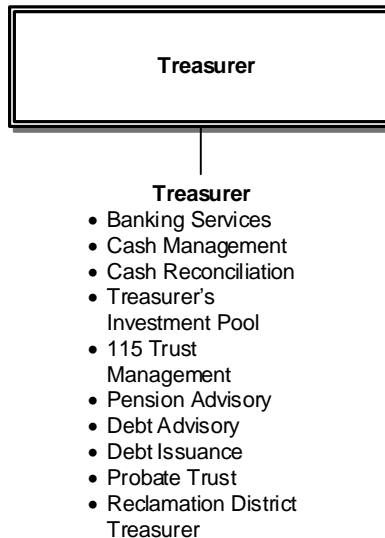
COVID-19 - In recognition of the operational and economic disruptions resulting from the COVID-19 pandemic, the Department has developed more robust tools to improve communications, enterprise systems, and operational procedures to maintain expected service standards under even the most disruptive of circumstances. The Department continues to be active in coordinating with state and local leaders in efforts to assist homeowners, small business, and other property owners that have been impacted by the COVID-19 crisis. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1350 TREASURER	956,356	1,170,068	1,193,211	23,143	2.0%
APPROPRIATIONS					
1350 TREASURER	956,356	1,170,068	1,193,211	23,143	2.0%
NET CHANGE					
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.

Budget Summary:

FY2019/20 Midyear Projection:	1,098,034
FY2020/21 Recommended:	1,193,211
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	3

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 \$1.4 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

- Actively managed portfolio through the most significant market disruptions since the Great Recession.
- Processed approximately 103,000 inbound payments, 225,000 deposited items, and 350,000 outbound payments. This includes deposits of cash, checks, ACH credits, book transfers, and related inbound funds; and withdrawals of cash, checks, ACH originated debits, book transfers, Federal Wires, and related outbound funds as directed.
- Provided reconciliation information to schools and other pool participants on a daily basis to afford them the ability to independently verify all Treasury activity.
- Provide \$130,000,000 in Constitutionally mandated advances to the six school districts in Solano County.
- Management of Vallejo City Unified School District nontaxable investments.

Charles Lomeli, Tax Collector/County Clerk
Finance

- Managed the County's PARS 115 \$31.5 million investment trust to provide additional income above pool rates.

WORKLOAD INDICATORS

During FY2020/21, the Treasurer anticipates processing 10,000 deposit permits.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of \$23,143 or 2% in both revenues and appropriations when compared to the FY2019/20 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 Charges for Services which comprises \$1,192,211 or 99.9% of the Recommended Budget.

Primary Costs

The FY2020/21 Recommended Budget includes \$23,143 or 2% increase in appropriations primarily due to an increase in Salaries and Employee Benefits and Intra fund Transfers offset by decreases in Countywide Admin Overhead and Services and Supplies.

Contracts

The FY2020/21 Recommended Budget includes a total of \$260,000 for contracted services primarily for banking and securities trust 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.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	955,177	1,167,568	1,192,211	24,643	2.1%
MISC REVENUE	1,179	2,500	1,000	(1,500)	(60.0%)
TOTAL REVENUES	956,356	1,170,068	1,193,211	23,143	2.0%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	475,313	500,182	529,525	29,343	5.9%
SERVICES AND SUPPLIES	247,846	404,987	395,284	(9,703)	(2.4%)
OTHER CHARGES	53,906	88,236	81,255	(6,981)	(7.9%)
OTHER FINANCING USES	4,859	4,944	5,339	395	8.0%
INTRA-FUND TRANSFERS	174,432	171,719	181,808	10,089	5.9%
TOTAL APPROPRIATIONS	956,356	1,170,068	1,193,211	23,143	2.0%
NET CHANGE	0	0	0	0	0.0%
STAFFING					
TREASURER	3	3	3	3	0.0%
TOTAL STAFFING	3	3	3	3	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Treasurer budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

While Treasury services have always maintained robust security and workplace flexibility as part of a prudent disaster operations and recovery policy; in recognition of the operational and economic disruptions that have and will continue to occur for the foreseeable future as a result of the COVID-19 Pandemic, the Department is actively developing more robust tools to improve communications, controls, and procedures that will allow the Department to maintain expected service standards under even the most disruptive of circumstances.

Pool earnings are distributed to depositors in the form apportioned revenue. Treasury staff strive to take an active role in communicating to depositing agencies the current economic conditions and how those conditions may impact the depositors' projected revenues. This is achieved through quarterly reporting to the Board of Supervisors, monthly posting of all investment reports, and a practice of maintaining an open dialog with all stakeholders.



Legal Services

- General Government
- Public Protection
- Health & Social Services
- Land Use, Transportation & Public Works
- Direct Billings – Special Districts, Outside Agencies & Special Projects

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 several 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 some school, cemetery, fire, resource conservation, and reclamation districts.

Budget Summary:	
FY2019/20 Midyear Projection:	4,782,470
FY2020/21 Recommended:	5,187,987
County General Fund Contribution:	645,344
Percent County General Fund Supported:	12.4%
Total Employees (FTEs):	20

FUNCTION AND RESPONSIBILITIES

The broad scope of the Office's duties involves all areas of County government which includes such diverse areas as labor and employment, real estate development, purchasing and contracting, public works projects, criminal justice, 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

After a 19-year battle, the Office, along with counsel from eight other counties, settled the lead paint public nuisance litigation which resulted in a total award of \$305 million to be spent statewide on lead paint remediation, of which Solano County will receive nearly \$5 million. Though this litigation resolved, public health issues will continue to present challenging and contentious issues for the County. From the coronavirus pandemic to issues associated with increased fire seasons and Public Service Power Shutoffs (PSPS), the Office will continue to respond to legal issues arising throughout these public health emergencies as well as work proactively to provide innovative legal solutions to address other on-going public health needs such as homelessness and mental health court diversion programs.

Similarly, federal and State policies will continue to present several confounding legal issues for the County such as evaluating and addressing the potential impacts of the President's Executive Orders on enforcement of immigration laws and the legalization and regulation of cannabis and hemp. As significant, a focus on local issues will include a review and improvement to County's code enforcement procedures while continuing to provide legal direction to facilitate strategic land use development in accordance with Board-approved policies.

WORKLOAD INDICATORS

The Office currently provides legal services to all County departments and 28 external clients. In FY2018/19, the Office's attorneys logged a total of 22,813 billable legal service hours to internal and external clients, a decrease of 516 hours or 2% from the previous year primarily due to an attorney vacancy. Despite this vacancy, the average number of billable legal service hours per attorney increased from 1,555 hours in FY2017/18 to 1,629 in FY2018/19.

- In addition to providing legal services, the Office provided several trainings and workshops, including Child Protective Services procedures and legal updates, 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 included County personnel and appointed and elected members of various public boards, commissions and committees.
- Legal support staff assisted the attorneys in the processing and maintenance of several hundred cases, the majority of which relate to Child Welfare Services and LPS/Probate Conservatorships. Staff are also responsible for maintaining, processing and accounting for several programs to include subpoenas, personnel files, the law library, and various administrative tasks. To assist staff, the Office Supervisor continues to maintain the bail bond recovery program, which includes summary judgement accounting and distribution functions of forfeited bail bonds.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LEGAL SERVICES	4,663,089	4,677,438	4,542,643	(134,795)	(2.9%)
TOTAL REVENUES	4,663,089	4,677,438	4,542,643	(134,795)	(2.9%)
APPROPRIATIONS					
LEGAL SERVICES	4,667,591	4,801,520	5,187,987	386,467	8.0%
TOTAL APPROPRIATIONS	4,667,591	4,801,520	5,187,987	386,467	8.0%
NET COUNTY COST					
LEGAL SERVICES	4,501	124,082	645,344	521,262	420.1%
NET COUNTY COST	4,501	124,082	645,344	521,262	420.1%

STAFFING					
LEGAL SERVICES	20	20	20	0	0.0%
TOTAL STAFFING	20	20	20	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$134,795 or 2.9% in revenues and an increase of \$386,467 or 8.0% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the Net County Cost increased by \$521,262 or 420.1%.

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 directly 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 services 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). Another more recent non-reimbursable item is the legal services billed relating to the vexing costs associated with the administration of cannabis programs as directed by the California State Controller in accordance with the Federal Office of Management and Budget Circular 2 CFR part 200. These unreimbursed expenditures remain General Fund costs.

The FY2020/21 Recommended Budget includes a \$134,795 or 2.9% decrease in revenues primarily due to a decrease of \$138,595 in Countywide Administration Overhead charges and decrease of \$12,500 in legal services. However, this is slightly offset by an expected increase in Interfund Legal Services of \$14,700.

Primary Costs

The FY2020/21 Recommended Budget includes a \$386,467 or 8.1% increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$264,411, or 6.1% primarily due to increases in wages from approved labor agreements, merit/step/longevity increases for staff, increases in CalPERS rates on higher salaries, increases in health benefit costs and coverage levels for staff.
- Services and Supplies reflect an increase of \$100,623 or 31.7% primarily due to an increase in Software in order to modernize the Office's programs and systems to include ProLaw case management and time collection, and WestLaw online research. This increase was partially offset by a reduction in the Books & Subscriptions subobject in an overall move towards online research services.
- Intrafund Transfers reflect an increase of \$18,500 or 544.1% related to adding shelving and reconfiguring a storage area to be more efficient.

Contracts

The FY2020/21 Recommended Budget includes a total of \$124,882 or 2.4% in contracted services, which include the following:

- \$43,591 WestLaw for online legal research services.
- \$73,291 ProLaw for case management and time collection.
- \$8,000 for Code Publishing services.

Fixed Assets

None.

DEPARTMENT COMMENTS

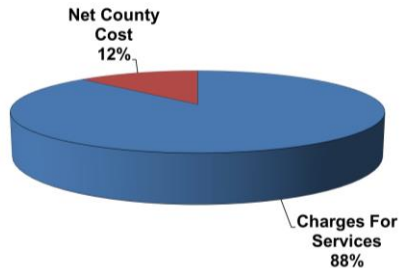
In addition to providing legal representation to all County departments, the Office continues to offer its expertise and legal services to outside governmental agencies. The Office currently provides legal representation and hearing officer services to 28 external clients which are direct billed for services. These clients include transportation entities, levee, sewer and water districts, and resource conservation, reclamation, fire, and school districts.

The Productive Hourly Rate (PHR) recommended amount is \$204 per hour, a 6% increase. The increase in the PHR is due to the previously discussed increases in salaries and employee benefits.

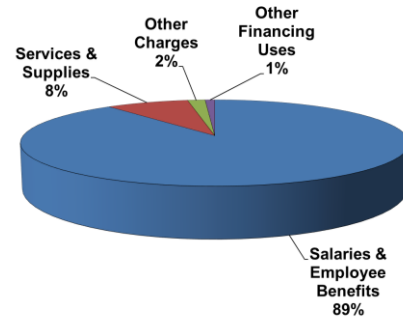
Functional Area Summary

1400 – Fund 001-County Counsel
Bernadette Curry, County Counsel
General Counsel

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	4,655,092	4,677,438	4,542,643	(134,795)	(2.9%)
MISC REVENUE	7,997	0	0	0	0.0%
TOTAL REVENUES	4,663,089	4,677,438	4,542,643	(134,795)	(2.9%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	4,164,078	4,346,738	4,611,149	264,411	6.1%
SERVICES AND SUPPLIES	369,357	317,040	417,663	100,623	31.7%
OTHER CHARGES	88,859	88,409	88,380	(29)	(0.0%)
OTHER FINANCING USES	41,872	45,933	48,895	2,962	6.4%
INTRA-FUND TRANSFERS	3,424	3,400	21,900	18,500	544.1%
TOTAL APPROPRIATIONS	4,667,591	4,801,520	5,187,987	386,467	8.0%
NET COUNTY COST	4,501	124,082	645,344	521,262	420.1%

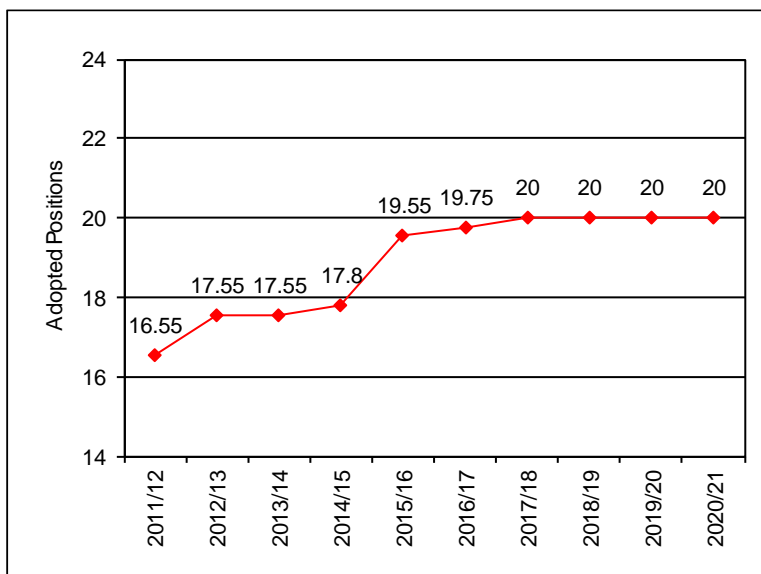
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

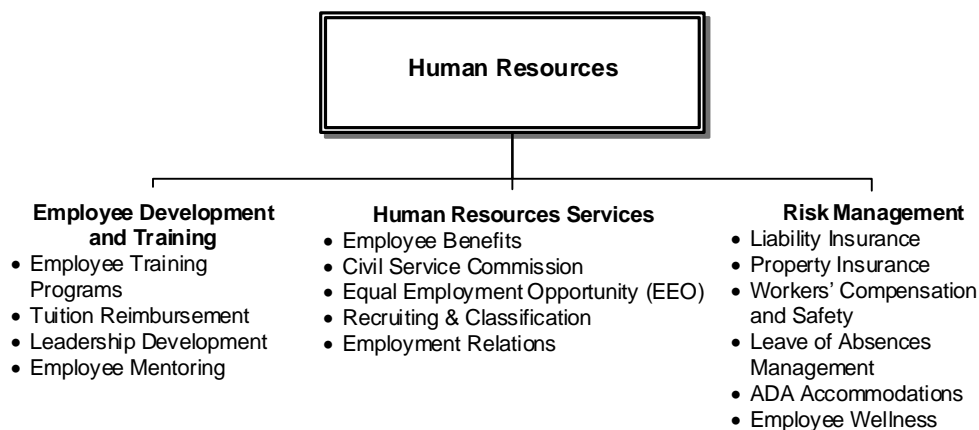
STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

With the increase in self-insured retention deductible in the County's Self-Insured General Liability Program, the Office anticipates a greater role in working with risk management to coordinate litigation defense and related services, including increasing the number of cases litigated by the Office and decreasing the number of smaller cases referred to outside counsel.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the County Counsel budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.



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:

FY2019/20 Midyear Projection:	4,592,692
FY2020/21 Recommended:	4,690,848
County General Fund Contribution:	330,807
Percent County General Fund Supported:	7.1%
Total Employees (FTEs):	22

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

Challenges:

- The County continues to experience significant turnover due to a high number of retirements and a very tight labor market. This turnover results in the need to conduct multiple recruitments for the same classification during the year, and each recruitment yields small numbers of qualified applicants.

Accomplishments:

- Enhanced social media presence on Facebook including over 7,700 followers and over 3,500,000 views of Solano County page content/posts of one or more times, since May 2017.
- Revised and/or created 11 classification specifications with 21 studies currently in progress.
- Initiated Employee Engagement and Retention Initiative to provide insights into what motivates employees, why employees choose to stay at Solano County and where we can improve to increase employee retention.

**Nancy L. Huston, Interim Director of Human Resources
Personnel**

- Conducted OrgPublisher (organizational chart software) training sessions to assist departments with organizational charts to support budget planning and the position request process.
- Conducted the Countywide Workforce Data Analysis for recession planning.
- Implemented Live Scan criminal history checks as part of the pre-appointment Background process.
- Increased presence at Travis Air Force Base through attendance at Transitional Assistance Program (TAP).
- Revised Civil Service Rules to accommodate interviewing and potential contingent job offers at County-sponsored job fairs.

WORKLOAD INDICATORS

During the period July 1, 2019 – February 29, 2020, the Department of Human Resources:

- Processed 524 requisitions to fill vacancies compared to 465 during the same period in FY2018/19.
- Opened 173 recruitments compared to 151 in FY2018/19.
- Reviewed 8,833 job applications compared to 7,424 during that same period in FY2018/19.
- Assisted departments to screen, clear and fill vacancies, internal promotions and external candidates.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
HUMAN RESOURCES SERVICES	4,217,703	4,765,779	4,360,041	(405,738)	(8.5%)
TOTAL REVENUES	4,217,703	4,765,779	4,360,041	(405,738)	(8.5%)
APPROPRIATIONS					
HUMAN RESOURCES SERVICES	3,765,075	4,621,551	4,690,848	69,297	1.5%
TOTAL APPROPRIATIONS	3,765,075	4,621,551	4,690,848	69,297	1.5%
NET COUNTY COST					
HUMAN RESOURCES SERVICES	(452,628)	(144,228)	330,807	475,035	(329.4%)
NET COUNTY COST	(452,628)	(144,228)	330,807	475,035	(329.4%)
STAFFING					
HUMAN RESOURCES SERVICES	20	22	22	0	0.0%
TOTAL STAFFING	20	22	22	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$405,738 or 8.5% in revenues and an increase of \$69,297 or 1.5% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, Net County Cost increased by \$475,035 or 329.4%.

Primary Funding Sources

The primary funding source for the Department of Human Resources (HR) is Countywide Administrative Overhead of \$4,227,741 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 FY2020/21 Recommended Budget includes a decrease of \$405,738 or 8.5% in revenues primarily due to the following:

- Countywide Administrative Overhead reflects a decrease of \$411,898.

Functional Area Summary

1500 – Fund 001-Human Resources Nancy L. Huston, Interim Director of Human Resources Personnel

- Departmental Administrative Overhead reflects an increase of \$4,160.
- Other Revenue reflects an increase of \$2,000.

Primary Costs

The FY2020/21 Recommended Budget of \$4,690,848 reflects an increase of \$69,297 or 1.5% in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$3,590,216 reflect an increase of \$226,399 or 6.7% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- Services and Supplies of \$956,438 reflect a decrease of \$158,570 primarily due to a decrease of \$166,454 in other professional services resulting from decreases in classification studies and labor relations fact-finding services, which are offset by increases for a consultant services contract to assist with implementation of the automation/technology project to update the County's applicant tracking, performance management, and training registrations and a biennial OPEB actuarial study. Additional increases include, \$6,154 in property insurance charges, \$7,943 in central data processing charges, and \$5,000 for advertising the job fair and career expo.

Contracts

The FY2020/21 Recommended Budget includes a total of \$649,200 for the following contracts:

- \$150,000 for consultant services to assist with the implementation of the of the automation/technology project to update the County's applicant tracking, performance management, and training registrations.
- \$100,000 for CalPERS health administration fees.
- \$75,000 for Equal Employment Opportunity (EEO) investigation services.
- \$70,000 for recruitment and bilingual testing services.
- \$60,000 for JobAps applicant tracking services and Org Publisher software.
- \$48,000 for third party administration fees for the flexible spending accounts and PARS Retirement Enhancement Plan.
- \$35,000 for document imaging fees and special projects.
- \$33,500 for biennial OPEB and PARS actuarial studies.
- \$31,000 for ongoing investment fund review of the County's Internal Revenue Code 457 deferred compensation plans, 401(a) and Retirement Health Savings accounts.
- \$30,000 for outside recruiter for executive-level recruitments.
- \$14,200 for labor relations compensation studies and arbitration fees.
- \$2,500 for CalPERS social security administrator fees.

Fixed Assets

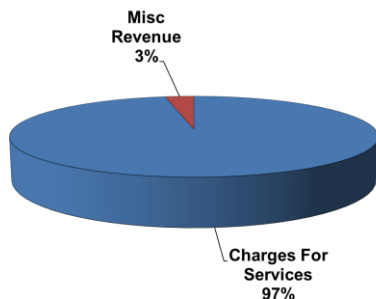
None.

DEPARTMENT COMMENTS

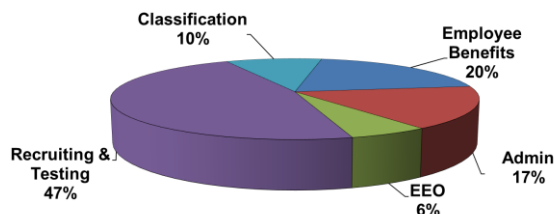
None.

Nancy L. Huston, Interim Director of Human Resources
Personnel

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	4,140,158	4,717,479	4,309,741	(407,738)	(8.6%)
MISC REVENUE	77,546	48,300	50,300	2,000	4.1%
TOTAL REVENUES	4,217,703	4,765,779	4,360,041	(405,738)	(8.5%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	2,852,195	3,363,817	3,590,216	226,399	6.7%
SERVICES AND SUPPLIES	759,059	1,115,008	956,438	(158,570)	(14.2%)
OTHER CHARGES	100,998	99,269	97,478	(1,791)	(1.8%)
OTHER FINANCING USES	28,962	33,007	35,966	2,959	9.0%
INTRA-FUND TRANSFERS	23,861	10,450	10,750	300	2.9%
TOTAL APPROPRIATIONS	3,765,075	4,621,551	4,690,848	69,297	1.5%
NET COUNTY COST	(452,628)	(144,228)	330,807	475,035	(329.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2019/20 Budget are provided below.

On September 10, 2019, the Board approved the following position changes:

- Reclassified 1.0 FTE Human Resources Analyst (Principal) to EEO Officer to more accurately reflect the scope of work being performed with the increase in formal and informal complaints of discrimination, harassment, and retaliation. This position is funded through departmental charges through the cost allocation plan.

On December 10, 2019, the Board approved the following position changes:

- Deleted a 1.0 FTE Employment Relations Manager position.
- Added a 1.0 FTE Human Resources Manager position to manage the Department's labor relations activities, as well as the classification and compensation activities. This position is funded through departmental charges through the cost allocation plan.

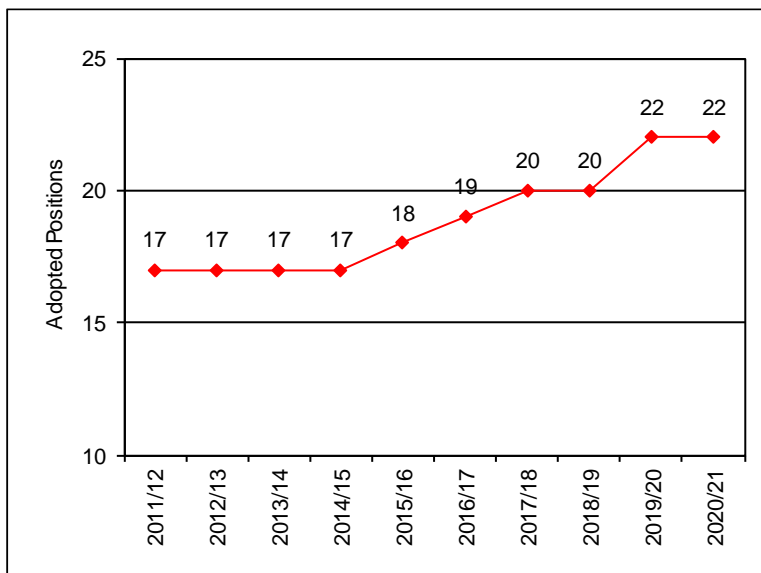
On March 10, 2020, the Board approved the following position changes:

- Extended 1.0 FTE Limited-Term Human Resources Analyst (Senior) through June 30, 2022 funded through departmental charges through the cost allocation plan.

- Extended 1.0 FTE Limited-Term Human Resources Assistant through June 30, 2022 funded through departmental charges through the cost allocation plan.

There are no recommended staffing changes for FY2020/21.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

As the County continues to experience retirements of employees reaching eligible retirement age, and with the strong economic climate, the County's vacancy rate has ranged between 9.94% and 11.48% during FY2019/20. Recruiting well-qualified talent has become more challenging as the County is competing in a job market where the unemployment rate was below 4% prior to the COVID-19 pandemic. The Department continues to expand its recruitment presence, including the use of social media and job fairs.

The Human Resources Department has explored revisions, and potential automation, to the hiring processes and Civil Services Rules. The Department's pending technology project will automate existing processes, integrate systems with the County's Human Resources Information System (PeopleSoft), enhance the employee/applicant's recruitment and onboarding experiences and, overall, increase department efficiencies.

The Department completed the labor negotiations process for 19 successor collective bargaining agreements, which have gone into effect during FY2019/20.

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Human Resources budget and the hiring process. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

1500 – Fund 001-Human Resources**Summary of Other Administered Budgets**

**Nancy L. Huston, Interim Director of Human Resources
Personnel**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1103 EMPLOYEE DEVELOPMENT & TRAINING	661,557	747,534	624,508	(123,026)	(16.5%)
1830 RISK MANAGEMENT	20,339,871	19,463,305	18,767,108	(696,197)	(3.6%)
APPROPRIATIONS					
1103 EMPLOYEE DEVELOPMENT & TRAINING	562,293	717,281	689,775	(27,506)	(3.8%)
1830 RISK MANAGEMENT	16,882,206	19,921,266	21,840,487	1,919,221	9.6%
NET CHANGE					
1103 EMPLOYEE DEVELOPMENT & TRAINING	(99,264)	(30,253)	65,267	95,520	(315.7%)
1830 RISK MANAGEMENT	3,457,665	(457,961)	(3,073,379)	(2,615,418)	571.1%

A summary of the budgets administered by the Human Resources Department is provided on the following pages.

Summary of Other Administered Budgets 1103 – Fund 001- Employee Development & Training

Nancy L. Huston, Interim Director of Human Resources
Legislative & Administration

FUNCTION AND RESPONSIBILITIES

The Employee Development and Training 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:

FY2019/20 Midyear Projection:	698,246
FY2020/21 Recommended:	689,775
County General Fund Contribution:	65,267
Percent County General Fund Supported:	9.5%
Total Employees (FTEs):	3

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Target Solutions has been the County's primary Learning Management System (LMS) for online training, since it was implemented in 2008. It provides mandated and elective online training courses that range from Leadership and Supervising Development and Health and Safety to Regulatory/Compliance. Target Solutions does not interface with the County's Human Resources Information System (PeopleSoft), which results in duplicative processes. Target Solutions expanded the online course trainings to include Microsoft Office Computer Training, Wellness, and Skill Development courses. The new training courses have resulted in an increase in the number of courses employees can take online. The challenge is to find an LMS that will interface with Peoplesoft, thereby reducing the extra work and track employees' training records more

Accomplishments:

- Offered 3rd cohort of HR Insight Academy for County Lead Workers, and 50 have completed the Academy.
- Implemented True Colors Personality Assessment Training and Building Better Workplace Relationships.
- Partnered with Managed Health Network (MHN) to provide trainings on Healthy Boundaries at Work, Delegation – An Essential Skill for Supervisors and Managers, Managing Change, Time Management, Essential Skills for Effective Staff Management for Supervisors and Managers, and Diffusion and De-escalation Techniques.
- Hosted 13th Annual Education Fair for County employees.
- Coordinated and sponsored 6th cohort of County Managers for the Solano County Leadership Academy with UC Davis and CSAC Institute.
- Offered two new Advanced Level Classes for Microsoft Excel, Pivot Tables and Advanced Functions and Formulas.
- Coordinated project with HR Matrix to review existing core competencies on Solano County Leadership Model to determine competencies that are considered essential for Managers.
- Provided Countywide internship opportunities for 8 college interns working in various County departments.

WORKLOAD INDICATORS

- 7,629 training spaces were occupied by employees from July 1, 2019 through February 29, 2020, compared to 5,890 training spaces during that same period in FY2018/19.
- Offered 125 professional development/training classes, excluding County-mandated sessions, to County employees compared to 109 classes last fiscal year.

DEPARTMENTAL BUDGET SUMMARY

- The Recommended Budget represents a decrease of \$123,026 or 16.5% in revenues and a decrease of \$27,506 or 3.8% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, Net County Cost increased by \$95,520.

1103 – Fund 001-Employee Development & Training Summary of Other Administered Budgets

Nancy L. Huston, Interim, Director of Human Resources

Legislative & Administration

Primary Funding Source

The primary funding source for this Division is Charges for Services, which includes Countywide Administrative Overhead of \$619,508 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 FY2020/21 Recommended Budget includes a \$123,026 or 16.5% decrease in revenues due to a decrease in Countywide Administrative Overhead reimbursement.

Primary Costs

The FY2020/21 Recommended Budget includes a \$27,506 or 3.8% decrease in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$10,571 or 2.4% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates. These increases are partially offset by a decrease in extra help wages for the County-sponsored paid internship program and in health insurance.
- Services and Supplies reflect a decrease of \$38,088 or 15.3% primarily due to a decrease of \$54,150 in education and training and \$4,000 in meals and refreshments for removal of the Solano Leadership Academy which is offered every other fiscal year. These decreases are offset by increases of \$12,800 in controlled assets to replace eight computers in the Computer Training Room, \$2,500 in professional services for video production costs to create an online training course, and \$3,047 in central data processing service.

Contracts

The FY2020/21 Recommended Budget includes a total of \$54,000 or 7.8% in contracted services which includes the following contracts:

- \$7,500 for video production to create online training courses
- \$11,000 for SkillSoft Learning Management System
- \$30,000 to offer Microsoft Office computer training classes
- \$5,500 for Liebert Cassidy Whitmore Training

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

Summary of Other Administered Budgets 1103 – Fund 001-Employee Development & Training
Nancy L. Huston, Interim, Director of Human Resources
Legislative & Administration

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	661,557	747,534	624,508	(123,026)	(16.5%)
TOTAL REVENUES	661,557	747,534	624,508	(123,026)	(16.5%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	383,799	444,333	454,904	10,571	2.4%
SERVICES AND SUPPLIES	160,200	249,150	211,062	(38,088)	(15.3%)
OTHER CHARGES	11,127	15,049	15,775	726	4.8%
OTHER FINANCING USES	3,539	3,649	3,934	285	7.8%
INTRA-FUND TRANSFERS	3,628	5,100	4,100	(1,000)	(19.6%)
TOTAL APPROPRIATIONS	562,293	717,281	689,775	(27,506)	(3.8%)
NET COUNTY COST	(99,264)	(30,253)	65,267	95,520	(315.7%)
STAFFING					
EMPLOYEE DEV. & TRAINING	3	3	3	0	0.0%
TOTAL STAFFING	3	3	3	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The County of Solano 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 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 FY2018/19, the County developed and rolled-out a new lead worker training program, called HR Insight Academy, which provides lead workers with an overview of supervision principles and best practices, as well as employment and labor law to help better prepare workers for supervision. The County will also need to expand, and fund strategies designed to recruit and retain those entering the workforce in the coming years.

The County is currently updating the competencies on the Solano County Leadership Development Model and conducting an Employee Engagement Survey. Upon completion of these projects, the findings may provide feedback on additional learning and development initiatives the County may want to consider.

PENDING ISSUES ON COVID-19

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Employee Development & Training budget; however, in response staff are working to offer virtual training programs. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Nancy L. Huston, Interim, Director of Human Resources
Other General

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:

FY2019/20 Midyear Projection:	18,417,712
FY2020/21 Recommended:	21,840,487
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
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) 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

Challenges:

- Reducing workers' compensation costs and implementing programs to effectively reduce the County's overall program expenses.
- Continued implementation of cost containment programs countywide to maintain decreased workers' compensation costs per \$100 of payroll and reinforced safety initiatives to maintain this trend.
- With a 20.4% increase in general liability insurance premiums over FY2019/20 and anticipated increases in the near term, the Department is developing risk mitigation strategies for the County's self-insurance of liability program.
- Reducing liability and property claims experience that includes assessing the current loss deductibles charged to departments, evaluating frequency, severity and types of claims leading to loss prevention initiatives throughout the County.
- Continue to engage employee participation in the Solano County Wellness Program by offering personal, financial, and wellness trainings and activities.

Accomplishments:

- Solano County received the American Heart Association's "Healthy Workplace Achievement" recognition in 2019 for the fourth consecutive year.
- Mental Health First Aid pilot program implemented with four sessions completed and 76 county employees in attendance.
- Completed the request for proposal and contract award for third party administration services for workers' compensation. A three-year contract with a first-year increase of 1% for FY2020/21, which is lower than the current contract's inflationary increases.
- Completed actuarial study and provided recommendation for proposed increase in the general liability program deductible from \$10,000 to \$200,000 to provide cost savings to the County in future years.

WORKLOAD INDICATORS

During the period July 1, 2019 – February 29, 2020:

- The number of reported workers' compensation claims was 221 compared to 190 during the same period in FY2018/19.
- The number of days absent from work due to a workers' compensation injury (per OSHA Log 300) was 1,209 for 2019 as compared to 2,376 for 2018 and coordinated workers' compensation updates with departments to keep them apprised of their respective claims' status.
- Closed 204 workers' compensation claims as compared to 211 during the same period in FY2018/19.
- Processed 2,270 FMLA/Discretionary/Labor Code 4850 leave of absence letters compared to 1,725 in FY2018/19.
- Completed 145 ergonomic evaluations compared to 99 in FY2018/19. Completed 8 Ergo Express evaluations compared to 145 in FY2018/19.
- Solano County's Wellness Ambassador program continues with volunteer employees who enthusiastically promote employee wellness in their departments. The Wellness Ambassador program has been active with 49 ambassadors, up from 40 last year.
- Registered users on the County's "My Well Site" increased by 27% with total participation at 949 as of February 28, 2020.
- Completed 343 ADA interactive meetings compared to 243 in last fiscal year. A majority of these are related to workers' compensation claims and the return-to-work process.
- Coordinated 211 pre-appointment physicals compared to 95 in the prior year.
- 1,602 vaccines, including 817 flu vaccinations, administered for the Aerosol Transmissible Disease and Blood-Borne Pathogen Cal/OSHA standard vaccine requirements compared to 1,530, including 975 flu vaccinations in FY2018/19.
- Coordinated 154 pre-appointment drug screens compared to 73 in FY2018/19.
- Provided 79 respirator fit-tests for employees who are expected to wear respirators as personal protective equipment compared to 39 last year.
- 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 Preliminary Recommended Budget represents a decrease of \$696,197 or 3.6% in revenues and an increase of \$1,919,221 or 9.6% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, use of Fund Balance increased by \$2,615,418.

1821 Administration**Primary Funding Source**

The Administration Division is funded through Intrafund Transfers of \$1,442,590 to the Risk Management operating divisions. These charges are estimated to increase by \$58,135 or 4.2% when compared to FY2019/20 Adopted Budget.

Primary Costs

The primary costs for the Administration Division are:

- Salaries and Employee Benefits of \$652,656, reflect an increase of \$16,881 primarily due to approved cost of living adjustments and increases in CalPERS retirement costs.
- Services and Supplies of \$215,529 reflect an increase of \$14,254 primarily due to increases of \$12,500 for respirators and \$1,489 in property insurance premiums.
- Other Charges of \$566,149 reflect an increase of \$24,844 primarily due to an increase of \$20,960 in Countywide Administrative Overhead charges.

Contracts

None.

Fixed Assets

None.

1822 Liability

The Preliminary Recommended Budget of \$7,639,411 represents an increase of \$466,107 or 6.5% in revenues and an increase of \$435,562 or 6.1% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, use of Fund Balance decreased by \$30,545 or 63.6%

Primary Funding Sources

The primary funding source for the Liability Division is \$7,169,113 from charges to user departments for their allocated share of liability insurance costs. These revenues are estimated to increase by \$684,799 or 10.6% when compared to the FY2019/20 Adopted Budget.

Miscellaneous/Other Revenue of \$450,298 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 decrease of \$250,000 in Transfers-In from the County General Fund for non-covered liability claims funding.

Primary Costs

The primary costs for the Liability Division are:

- Insurance – Other of \$5,713,091 reflects an increase of \$969,668 or 20.4% due to an increase in the preliminary insurance rates received from CSAC Excess Insurance Authority which include:
 - General Liability Insurance of \$5,691,000.
 - Cyber Liability of \$14,000.
 - Special Liability Insurance Program of \$4,993.
 - Pollution Program Insurance of \$3,098.
- Malpractice Insurance of \$450,298 reflects an increase of \$36,298 when compared to last fiscal year. There is offsetting revenue from the Department of Health and Social Services included in the Other Revenue line item.

Summary of Other Administered Budgets

1830 – Fund 060-Risk Management

Nancy L. Huston, Interim Director of Human Resources
Other General

-
- Insurance Claims of \$265,000 for primary liability insurance payments under the \$10,000 deductible limit is \$65,000 or 32.5% higher than last fiscal year.
 - Non-Covered Liability Claims of \$250,000, for claims that are not covered by the General Liability Program, decreased by \$695,000.

Contracts

None.

Fixed Assets

None.

1823 Workers' Compensation and Safety

The Preliminary Recommended Budget of \$10,830,214 represents a decrease of \$2,379,786 or 23.3% in revenues and an increase of \$620,214 or 6.1% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, use of Fund Balance increased by \$3,000,000.

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 decrease by \$2,251,000 or 22.5% when compared to last fiscal year for a total recovery in FY2020/21 of \$7,749,000.

Primary Costs

The primary costs for Workers' Compensation and Safety Division are:

- Insurance – Other of \$3,180,000 reflects a decrease of \$67,000 or 2.1% due to a decrease in the preliminary insurance rates received from CSAC Excess Insurance Authority. Included are:
 - Excess Workers' Compensation Insurance of \$2,880,000.
 - Department of Industrial Relations of \$300,000.
- Insurance Claims of \$5,611,525 reflect an increase of \$543,528 or 10.7% due to an increase in anticipated payouts for workers' compensation insurance claims.
- Other Professional Services of \$897,698 reflect an increase of \$90,698.

Contracts

The Preliminary Recommended Budget includes a total of \$897,698 or 8.2% in contracted services which include the following significant contracts:

- \$562,000 for Workers' Compensation third party claims administration fees.
- \$160,698 with Department of Health & Social Services for Occupational Health medical-related services.
- \$135,000 Occu-Med contract.
- \$25,000 for industrial hygienist for indoor air quality evaluations and noise monitoring related to Hearing Conservation Program.
- \$10,000 for ergonomic evaluations.
- \$5,000 for annual actuarial valuation.

Fixed Assets

None.

1830 – Fund 060-Risk Management

Summary of Other Administered Budgets

Nancy L. Huston, Interim Director of Human Resources
Other General

1824 Property

Primary Funding Source

The primary funding source for the Property Insurance Division is \$2,925,052 in charges to user departments for their allocated share of property insurance expenses. These revenues are estimated to increase by \$1,216,993 or 71.3% when compared to last fiscal year. For FY2020/21, the Department will use \$371,526 or 78.3% less in Fund Balance to offset the cost of property insurance for departments.

Primary Costs

The primary costs for the Property Division are:

- Insurance – Other of \$2,833,922 reflects an increase of \$838,274 or 42.0% due to higher projected insurance rates which includes the following programs:
 - Property Insurance of \$2,751,822.
 - Equipment Maintenance Management Program of \$50,000.
 - Bond Insurance of \$23,000.
 - Airport Liability Insurance of \$5,000.
 - Watercraft Insurance of \$4,100.
- 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 remains the same when compared to FY2019/20.

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 at \$387,260 which reflects an increase of \$5,328 or 1.4% when compared to last fiscal year.

Primary Costs

The primary costs for the Unemployment Division are Insurance Claims of \$266,031 an increase of \$21,207.

Contracts

None.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

Summary of Other Administered Budgets

1830 – Fund 060-Risk Management

Nancy L. Huston, Interim Director of Human Resources
Other General

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	414,950	225,000	86,385	(138,615)	(61.6%)
CHARGES FOR SERVICES	18,299,060	18,574,305	18,230,425	(343,880)	(1.9%)
MISC REVENUE	875,861	414,000	450,298	36,298	8.8%
OTHER FINANCING SOURCES	750,000	250,000	0	(250,000)	(100.0%)
TOTAL REVENUES	20,339,871	19,463,305	18,767,108	(696,197)	(3.6%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,134,142	1,180,571	1,231,909	51,338	4.3%
SERVICES AND SUPPLIES	13,880,883	17,242,842	19,780,094	2,537,252	14.7%
OTHER CHARGES	1,855,796	1,486,305	816,149	(670,156)	(45.1%)
OTHER FINANCING USES	11,385	11,548	12,335	787	6.8%
TOTAL APPROPRIATIONS	16,882,206	19,921,266	21,840,487	1,919,221	9.6%
NET GAIN(LOSS)	3,457,665	(457,961)	(3,073,379)	(2,615,418)	571.1%
STAFFING					
RISK MANAGEMENT	7.7	7.7	7.7	0	0.0%
TOTAL STAFFING	7.7	7.7	7.7	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the position allocation since the adoption of the FY2019/20 Budget are provided below.

- On March 10, 2020, reclassified a 1.0 FTE Human Resources Assistant to a 1.0 FTE Office Assistant III to more accurately reflect the scope of duties required for the position.

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.

The County participates in the General Liability I, Deductible Buy Down Program through CSAC-EIA (EIA). EIA has experienced significant loss development in the program over the last several quarters and a recognition that the 65% confidence level which was acceptable based on prior loss development and a very stable funding position is no longer acceptable. This development has led to increased rates and recognizing that funding would need to be increased to a more conservative 75% to 85% confidence level, thereby increasing insurance costs.

The County purchases General Liability coverage, there are some instances of non-coverage that would include, for example, contract liability. In these instances, County Counsel reviews these claims with the Board of Supervisors and establishes a budget for those unfunded liabilities which are included in the Risk Management Budget.

Risk Management had an actuarial study completed on the General Liability program to determine if an increase to the County's deductible would be advantageous. Based on the actuarial study, an increase from the current \$10,000 deductible to a \$200,000 deductible may provide cost savings in the program. To avoid fluctuations in rates in future fiscal years, including variances in the annual number of claims and their ultimate costs, the program could be funded at the 85% confidence level for the first five years. The long-term goal would be to reduce the confidence level to 75% at the end of year five, similar to the workers' compensation program.

The impact due to COVID-19 pandemic on the insurance industry is unclear and may impact the underwriting cycle for public entity insurance coverage. EIA continues to look at claims, renewals, messaging and resources to mitigate the risk to help

members manage exposures moving forward. Risk Management continues to work closely with EIA to monitor claims and the market.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Risk Management budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended budget prior to final approval of the FY2020/21 Budget.

**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:

FY2019/20 Midyear Projection:	7,489,435
FY2020/21 Recommended:	4,992,325
County General Fund Contribution:	3,887,842
Percent County General Fund Supported:	77.9%
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, March 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 in 2019 and 2020 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 in coordinating and providing input from local registrars and including testing continues to be critical to help direct the State to implement and address programs such as the automatic registration through Department of Motor Vehicles (DMV), conditional or same-day registration statewide, and statewide ballot processing guidelines to minimize voter fraud in elections.
- The current schedule of elections provides for large gaps of time where community partners are not involved with County operations. The ROV continues to work with election partners to increase "adopted" polling places by groups and organizations (34% of locations were adopted in the 2020 March Primary Election).

**Timothy P. Flanagan, Chief Information Officer
Elections**

- Continued outreach to community partners and schools in disseminating the election process and providing education on services offered by our ROV to ensure voters' needs for accessibility and alternative language requirements are being met in preparation for new requirements in future elections.
- Successfully implemented new vote tabulating equipment in 2020. The Department conducted extensive community outreach and staff training through presentations to the public and a widespread mock election. This allowed for seamless deployment in the March Primary Election.
- Successfully implemented many new processes to meet State legal requirements for registering underage voters, Conditional Voter Registration and automatic registration through the Department of Motor Vehicles while maintaining a 5-day processing requirement of all documents.
- Successfully implemented additional/last minute requirements for the March Primary Election including:
 - Conducted three outreach mailings to all voters explaining the party process for the election;
 - Last minute rule changes on address or party changes at the polling places;
 - Allowing for same day registration at all polling places; and
 - Late staffing changes causing adjustments in planning.
- Significantly improved production time to deliver vote by mail ballots ahead of schedule for the March 2020 Primary Election.
- Continued to experience additional 20% increase in registered voters an additional 15% increase in Vote-by-Mail (VBM) voters with minimal increase to operational expenses in 2020.

WORKLOAD INDICATORS

- ROV staff processed a total of 178,214 voter file transactions in FY2019/20. This represents an overall voter registration increase of 18,490 new registered voters. The increase in registrations during the fiscal year were handled primarily through the online voter registration system or automated through the DMV automatic registration (127,450 records). ROV maintains significant efficiencies through the increased use of online voter registration and the statewide VoteCal system. More than 80% of all voter registration transactions are now handled via automated processing versus manual entry.
- Consistent with previous years, 2020 Vote-by-Mail (VBM) turnout continued at a high level and comprises a significant portion of the work for the ROV office. Approximately 79% of all voters are permanent VBM voters, and typically 80% 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 requirements. In FY2020/21 the ROV staff will conduct two internal test elections and one coordinated statewide mock election in addition to the scheduled State 2020 General Election in November.

Functional Area Summary

1550 – Fund 001-Registrar of Voters Timothy P. Flanagan, Chief Information Officer Elections

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ELECTIONS	1,094,206	2,111,517	1,104,483	(1,007,034)	(47.7%)
TOTAL REVENUES	1,094,206	2,111,517	1,104,483	(1,007,034)	(47.7%)
APPROPRIATIONS					
ELECTIONS	3,951,426	7,487,837	4,992,325	(2,495,512)	(33.3%)
TOTAL APPROPRIATIONS	3,951,426	7,487,837	4,992,325	(2,495,512)	(33.3%)
NET COUNTY COST					
ELECTIONS	2,857,220	5,376,320	3,887,842	(1,488,478)	(27.7%)
NET COUNTY COST	2,857,220	5,376,320	3,887,842	(1,488,478)	(27.7%)
STAFFING					
ELECTIONS	9	9	9	0	0.0%
TOTAL STAFFING	9	9	9	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$1,007,034 or 47.7% in revenues and a decrease of \$2,495,512 or 33.3% in appropriations when compared to FY2019/20 Adopted Budget. As a result, the Net County Cost decreased by \$1,488,478 or 27.7%.

Primary Funding Sources

The primary funding sources for the Department is General Fund, which is comprised of \$3,887,842 or 77.9% of the Recommended Budget.

The FY2020/21 Recommended Budget includes a \$1,007,034 or 47.7% decrease in revenues primarily due to the following:

- Intergovernmental Revenues reflect a decrease of \$1,969,017 related to reimbursements for federal and State grants for vote tabulation equipment purchased in FY2019/20.
- Charges for Services reflect an increase of \$961,983 which represents billings to participating entities and filing fees. 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 November 3, 2020 General election occurring in FY2020/21; the only scheduled election in the fiscal year.

Primary Costs

The FY2020/21 Recommended Budget of \$4,992,325 reflects a \$2,495,512 or 33.3% decrease in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$1,719,444 reflects an increase of \$69,605 or 4.2% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates and increased use of Extra Help for the anticipated high-turnout during the November 3, 2020 Presidential General Election and required State changes in voting process.
- Services and Supplies of \$2,701,068 reflects an increase of \$269,941 or 11.1% primarily due to anticipation of needs for the 2020 Presidential General Election.
- Fixed Assets reflect a decrease of \$2,852,517 or 100% due to a one-time purchase of new voting equipment in FY2019/20 and pending Board approval of a fixed asset list.

**Timothy P. Flanagan, Chief Information Officer
Elections**

Fixed Assets

None.

Contracts

The FY2020/21 Recommended Budget includes a total of \$416,325 or 8.3% in contracted services, which includes the following significant contracts:

- \$167,825 for election equipment and supply deployment and retrieval.
- \$70,000 for electronic poll book annual maintenance and support.
- \$47,000 for poll worker management system, online training and election night reporting.
- \$96,500 for election setup and support services.
- \$35,000 for ballot access application for military/overseas and disabled voters.

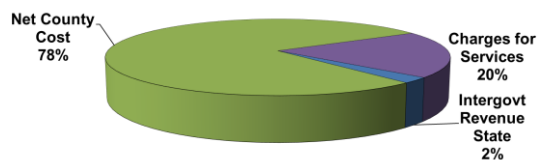
DEPARTMENT COMMENTS

The FY2020/21 Recommended 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.

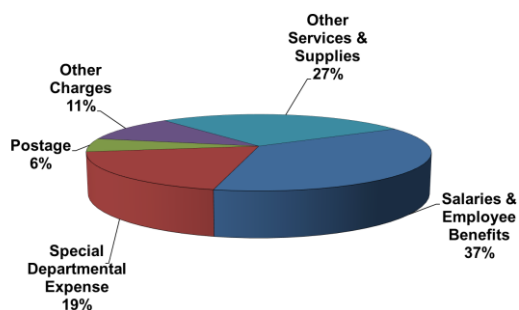
ROV continues to evaluate opportunities to reduce direct operational costs. In addition to evaluating print vendors, annual maintenance contracts, and taking advantage of State provided services, ROV will continue to evaluate “low performing” polling places and utilization of County owned facilities for future polling places where possible.

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



Functional Area Summary

1550 – Fund 001-Registrar of Voters Timothy P. Flanagan, Chief Information Officer Elections

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	31,633	1,434,500	120,500	(1,314,000)	(91.6%)
INTERGOVERNMENTAL REV FEDERAL	20,000	655,017	0	(655,017)	(100.0%)
CHARGES FOR SERVICES	1,042,524	22,000	983,983	961,983	4372.7%
MISC REVENUE	50	0	0	0	0.0%
TOTAL REVENUES	1,094,206	2,111,517	1,104,483	(1,007,034)	(47.7%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,480,406	1,649,839	1,719,444	69,605	4.2%
SERVICES AND SUPPLIES	1,821,009	2,431,127	2,701,068	269,941	11.1%
OTHER CHARGES	576,530	505,457	509,026	3,569	0.7%
F/A EQUIPMENT	20,762	2,852,517	0	(2,852,517)	(100.0%)
OTHER FINANCING USES	10,116	11,397	11,387	(10)	(0.1%)
INTRA-FUND TRANSFERS	42,603	37,500	51,400	13,900	37.1%
TOTAL APPROPRIATIONS	3,951,426	7,487,837	4,992,325	(2,495,512)	(33.3%)
NET COUNTY COST	2,857,220	5,376,320	3,887,842	(1,488,478)	(27.7%)

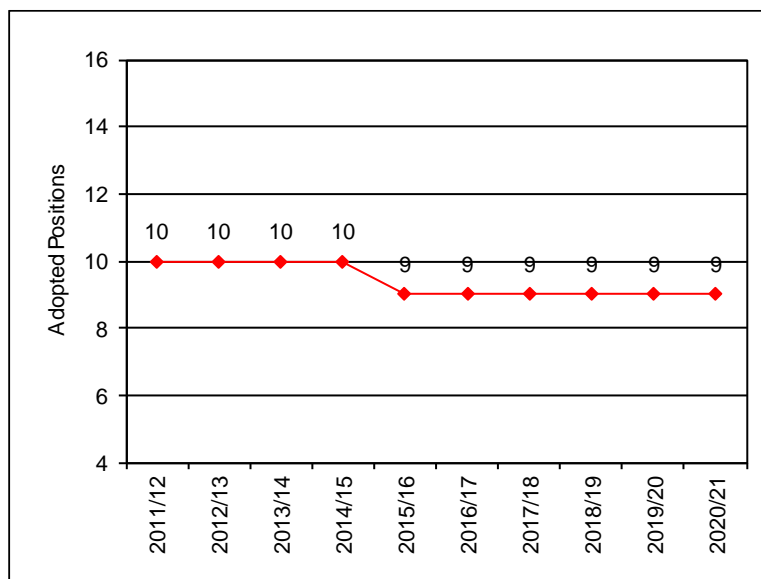
SUMMARY OF SIGNIFICANT ADJUSTMENTS

- \$961,983 increase in Charges for Services revenue is primarily attributable to the reimbursable costs from districts to administer the November 3, 2020 Presidential General Election.
- \$777,053 of the net decrease in Net County Cost is directly attributable to the one-time purchase of vote tabulation equipment and associated components in FY2019/20.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



**Timothy P. Flanagan, Chief Information Officer
Elections**

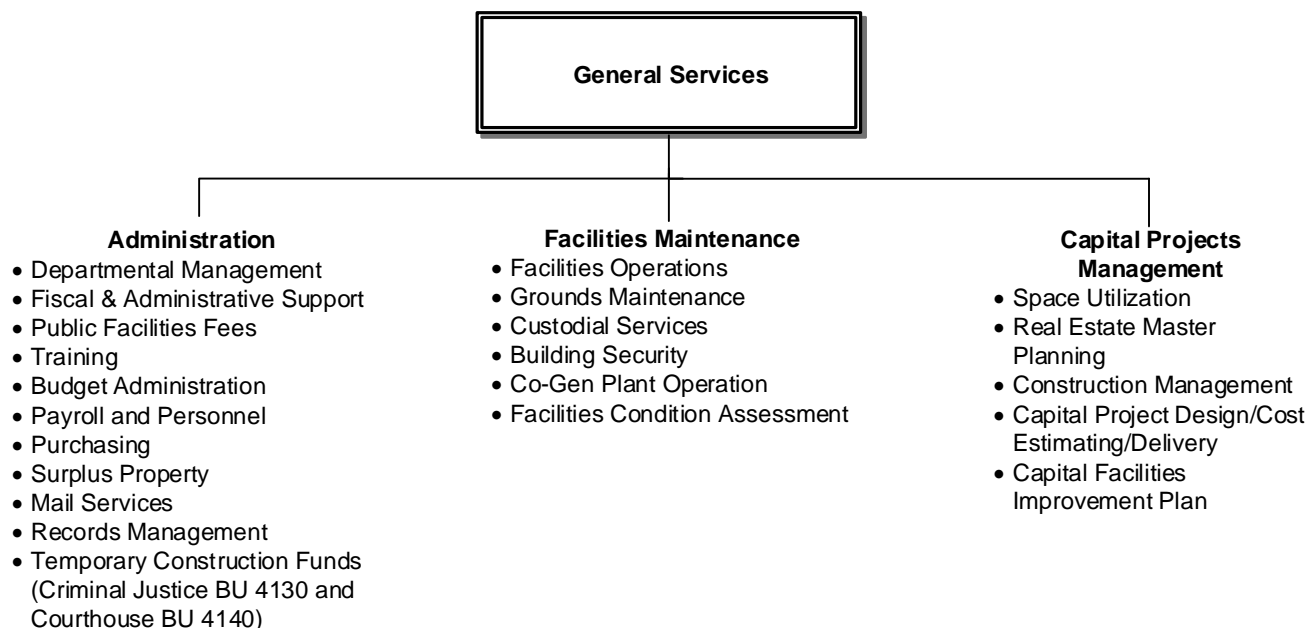
PENDING ISSUES AND POLICY CONSIDERATIONS

ROV will have additional and continued election costs for administrative changes required by the State Legislation for the 2020 elections and beyond. Specifically, ROV will continue to pay the cost of postage for all returned Vote-by-Mail ballots, allow for same day registrations to take place at all polling places in the County, and provide additional countywide notices to voters to inform them of the upcoming election process changes.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Registrar of Voters budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

ROV is monitoring draft legislation and recommendations to the Secretary of State and Governor's office on possible ways to conduct the November General Election while reducing options for in-person voting to help avoid the spread of the COVID-19 disease. These recommendations include sending a vote by mail ballot to every voter, increasing the use of our remote accessible ballot system, increasing ballot drop-off locations, reducing the number of in-person voting options.

ROV will continue to monitor health directives as it relates to the COVID-19 pandemic for ensuring public health protocols are enforced for the upcoming November 3, 2020 General Election. Steps will include providing additional protective equipment for staff and poll workers, increasing use of vote by mail options, and encouraging voting from home when possible.



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:

FY2019/20 Midyear Projection:	23,523,236
FY2020/21 Recommended:	23,739,160
County General Fund Contribution:	3,497,695
Percent County General Fund Supported:	14.7%
Total Employees (FTEs):	93

FUNCTION AND RESPONSIBILITIES

Administration – Support Services

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 five operating divisions; provides support services to County departments, including purchasing, surplus property disposal, mail and courier services, and central records storage; supports the County Historical Records Commission; and administers the County's capital projects and departmental budgets. This function includes the Central Services Division.

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).

Megan M. Greve, Director of General Services
Other General

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.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Prepare a 5-Year update to the 2016 County Facilities Condition Assessment in FY2021/22, re-setting the County's facility portfolio Facility Condition Index and identifying preventive maintenance and capital renewal funding over the coming five fiscal years of the Capital Facilities Improvement Plan. (*Capital Projects Management*)
- The county buildings are aging, requiring increased maintenance and repairs and increased possibilities of equipment failures. The International Facility Management Association industry benchmark is 40,000 sq. ft. of space per staff person. Currently, Solano County's maintained space is over 55,000 per sq. ft. of space per staff person. (*Facilities Management*)
- Key staff retirements in Facilities left holes in institutional knowledge and a challenge when there is a lack of highly skilled staff to train and mentor new staff. (*Facilities Management*)
- The grounds maintenance staff are currently maintaining 180 acres. Some open ground is susceptible to fire and the remaining is grass and landscape areas which provides hiding space for homeless and increases staff time to clean debris around buildings. The International Facility Management Association industry benchmark is 10 acres per staff person. The current staff maintain approximately 30 acres per staff, which limits efforts to general maintenance and limits efforts to work on water saving initiatives or projects to discourage homeless around the buildings. (*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*)
- Continued procurement focused on COVID-19 related products and needs, will delay other operational purchases as staff is prioritizing the pandemic related purchases. (*Support Services – Central Services*)
- Overtime for Custodial staff working 12-hour days to do additional cleaning for COVID-19 pandemic. (*Facilities Management*)
- Delay of some projects due to contractor staff not working during COVID-19 pandemic. (*Capital Projects Management*)

Accomplishments:

- Completed 8,000 sq. ft. of new tenant improvements at the County Administration Center allowing operational consolidation of Registrar of Voters' Vote-by-Mail and vote tabulation functions. (*Capital Projects Management*)
- Successfully bid and awarded the contract for 12,000 sq. ft. of new tenant improvements at the County Administration Center allowing the Department of Child Support Services to co-locate with other County services while realizing cost savings over previously leased space. (*Capital Projects Management*)

-
- Implemented a Web-Based software solution for Electronic Procurement System in September 2019 and the system now retains over 992 vendors. Additionally, 34 solicitations (RFP, RFQ, IFB, RFSQ, etc.) were administered through the procurement platform. Some of the key features of the system: includes evaluators, advisors and observers within the system's solicitation process; communicates with multiple and designated groups of vendors; and, manages the procurement process within one venue. (*Support Services – Central Services*)
 - Delivered a workshop to local businesses on Doing Business with the County: identifying opportunities, acquiring, managing and retaining services with the County. (*Support Services – Central Services*)
 - Conducted Countywide training on Purchasing and Contracting, Personal Property Surplus and Mail Services policies and procedures to improve efficiencies and effectiveness of operations. (*Support Services – Central Services*)
 - Completed a comprehensive energy audit. Findings used to reduce energy consumption and optimize building operations. (*Facilities Management*)
 - Completed a comprehensive water audit to ensure compliance with State water reduction mandates. (*Facilities Management*)
 - Identified energy efficiency measures and resiliency measures in countywide property portfolio to prepare for future public safety power shutdowns. (*Facilities Management*)

WORKLOAD INDICATORSAdministration – Support Services

- Responsible for the oversight and fiscal management of 13 departmental budgets, totaling approximately \$103 million. These departmental budgets include 111 individual budgets requiring direct oversight and fiscal management.
- Processed over 10,765 invoices totaling over \$36.8 million in FY2018/19 payments and tracked 441 departmental purchase orders. Responsible for tracking 127 Countywide utility accounts (56 Gas/Electric, 13 Garbage & 58 Water).
- From March 2019 through February 2020 processed 181 personnel actions, audited 88 employees time studies each pay-period to ensure accurate documentation of time for billing purposes, and scheduled/completed 274 mandated trainings for over 100 employees.
- Managed cost accounting and financial reporting associated with over 66 capital projects in FY2019/20 with a value of approximately \$38.8 million.
- Processed 2,127 purchase orders and processed 64 bids and RFPs from March 1, 2019 through February 2020.
- Provided oversight and support for County records storage services to ensure appropriate retention period in accordance with County retention schedules and policies.
- Conducted 922 surplus auctions and recyclable materials, generated \$101,238 in revenues for the General Fund and saved \$41,236 in redistributed surplus.
- Reached 425,283 people through the Solano County Surplus Facebook page, one outreach tool for surplus property sales.
- Processed and metered 1,197,506 individual pieces of USPS mail.

Capital Projects Management

- Managed over 65 completed or ongoing design, planning, and construction projects, with total value approaching \$39 million in FY2019/20.
- Processed and reviewed over 650 furniture/work station change requests for County departments.
- Maintained space utilization and document databases for 2.5 million sq. ft. of County facilities.

Facilities Management

- Completed 8,984 work orders for maintenance and improvements of County facilities.

1117 – Fund 001-General Services

Functional Area Summary

Megan M. Greve, Director of General Services
Other General

- Produced over 12,761,000 kilowatt hours of electricity from the County's Cogeneration Plant and 4 Photovoltaic Facilities on County campuses.
- Processed 132 purchase orders for services and supplies in support of Facilities Management.
- Processed over 5034 invoices for payments pertaining to facilities services, supplies, and equipment.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	1,082,578	986,325	1,078,548	92,223	9.4%
ARCHITECTURAL SERVICES	1,396,484	1,918,965	2,296,354	377,389	19.7%
CENTRAL SERVICES	2,153,913	2,230,280	2,061,915	(168,365)	(7.5%)
FACILITIES MAINTENANCE	13,520,422	14,524,153	14,804,648	280,495	1.9%
TOTAL REVENUES	18,153,397	19,659,723	20,241,465	581,742	3.0%
APPROPRIATIONS					
ADMINISTRATION	1,715,749	1,750,048	1,928,002	177,954	10.2%
ARCHITECTURAL SERVICES	1,736,074	2,282,020	2,446,017	163,997	7.2%
CENTRAL SERVICES	1,782,359	2,015,609	1,882,278	(133,331)	(6.6%)
FACILITIES MAINTENANCE	14,446,825	17,231,149	17,482,863	251,714	1.5%
TOTAL APPROPRIATIONS	19,681,007	23,278,826	23,739,160	460,334	2.0%
NET COUNTY COST					
ADMINISTRATION	633,171	763,723	849,454	85,731	11.2%
ARCHITECTURAL SERVICES	339,590	363,055	149,663	(213,392)	(58.8%)
CENTRAL SERVICES	(371,554)	(214,671)	(179,637)	35,034	(16.3%)
FACILITIES MAINTENANCE	926,403	2,706,996	2,678,215	(28,781)	(1.1%)
NET COUNTY COST	1,527,610	3,619,103	3,497,695	(121,408)	(3.4%)

STAFFING					
ADMINISTRATION	9	11	12	1	9.1%
ARCHITECTURAL SERVICES	6	6	6	0	0.0%
CENTRAL SERVICES	11	11	11	0	0.0%
FACILITIES MAINTENANCE	62	64	64	0	0.0%
TOTAL STAFFING	88	92	93	1	1.1%

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents increases of \$581,742 or 3% in revenues and \$460,334 or 2% in expenditures when compared to the FY2019/20 Adopted Budget. As a result, the Net County Cost has decreased by \$121,408 or 3.4%.

Primary Funding Sources

The primary funding source for the Department is Charges for Services which comprises of \$19,467,096 or 96.2% of the total revenue.

The FY2020/21 Recommended Budget includes \$581,742 or 3% net increase in revenues primarily due to reimbursements from operational costs from County departments for their share of facilities maintenance, custodial services, grounds maintenance, project management, and administrative support services and are recovered through A87 charges and direct charges.

Functional Area Summary

1117 – Fund 001-General Services Megan M. Greve, Director of General Services Other General

Primary Costs

The FY2020/21 Preliminary Recommended Budget includes a \$460,334 or 2% net increase in appropriations primarily due to:

- Salaries and Employee Benefits reflect an increase of \$401,403 or 3.7% due to negotiated and approved labor contracts, merit/longevity increases and requests for new positions including Custodian and Support Services Manager and deletion of Central Services Manager.
- Services and Supplies reflect a decrease of \$222,559 or 2% primarily due to decrease in special departmental expense for various maintenance projects to be administered by the Facilities Operations Division, utility costs, contracted services and building maintenance and improvements. These decreases are offset by increase in maintenance equipment and purchases for resale.
- Other Charges reflect an increase of \$248,961 or 18.8% primarily due to increase in Countywide Administrative Overhead.
- Fixed Assets reflect an increase of \$61,028 or 259.7% which includes electric water jetter, vertical mill, tractor and mowers as outlined below.
- Other Financing Uses reflects an increase of \$13,501 or 9.6% primarily due Transfer Out to Fleet Management for purchase of a vehicle for the Facilities Operations Division and increase in pension obligation bonds cost.
- Intrafund Transfers reflects a decrease of \$42,000 or 13.2% representing service and small project requests and postage by various general fund departments.

Contracts

The FY2020/21 Recommended Budget includes a total of \$1,177,240 for contracted and professional services which include the following significant contracts:

- \$326,600 for project management services to assist with capital project management.
- \$240,000 for floor care, window care/maintenance, and upholstery cleaning services.
- \$225,000 for uninterruptible power supply testing, hazmat handling, fire suppression system, elevator and underground storage tank inspections and certifications.
- \$170,000 for power washing, parking lot sweeping, palm tree and other tree trimming services.
- \$120,000 for advanced diagnostic and engineering services.
- \$65,000 for building automation systems programming, boiler source testing and boiler/chiller annual testing.
- \$30,000 for presort mail services to presort bar code compatible mail.

Fixed Assets

The FY2020/21 Recommended Budget includes a total of \$84,530 in fixed asset equipment as follows:

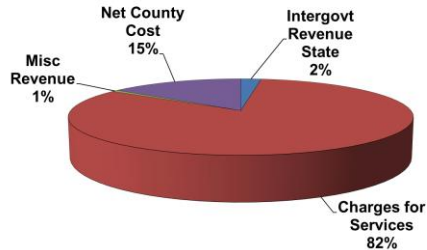
- \$45,598 for two 42" 20 Horsepower Diesel Walker Mowers with catcher and mulch deck assembly costing for the Grounds Division.
- \$25,906 for a 4-wheel drive 35 horsepower tractor with front loader & bucket and 5' box scraper for the Grounds Division.
- \$7,588 for a 49" vertical mill with power feed for Facilities Operations Division.
- \$5,438 for electric water jetter for the Facilities Operations Division.

DEPARTMENT COMMENTS

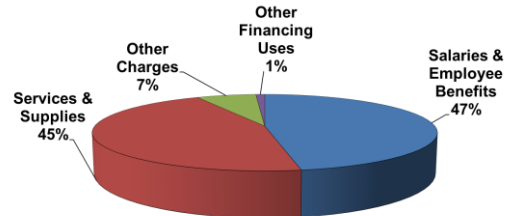
None.

Megan M. Greve, Director of General Services
Other General

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	13,323	11,844	12,000	156	1.3%
INTERGOVERNMENTAL REV STATE	717,822	530,000	530,000	0	0.0%
CHARGES FOR SERVICES	17,086,755	18,841,202	19,467,096	625,894	3.3%
MISC REVENUE	234,260	210,677	157,369	(53,308)	(25.3%)
OTHER FINANCING SOURCES	101,238	66,000	75,000	9,000	13.6%
TOTAL REVENUES	18,153,397	19,659,723	20,241,465	581,742	3.0%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	9,903,620	10,956,865	11,358,268	401,403	3.7%
SERVICES AND SUPPLIES	8,974,600	11,148,729	10,926,170	(222,559)	(2.0%)
OTHER CHARGES	848,222	1,327,730	1,576,691	248,961	18.8%
F/A EQUIPMENT	194,118	23,502	84,530	61,028	259.7%
OTHER FINANCING USES	118,064	140,610	154,111	13,501	9.6%
INTRA-FUND TRANSFERS	(357,618)	(318,610)	(360,610)	(42,000)	13.2%
TOTAL APPROPRIATIONS	19,681,007	23,278,826	23,739,160	460,334	2.0%
NET COUNTY COST	1,527,609	3,619,103	3,497,695	(121,408)	(3.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

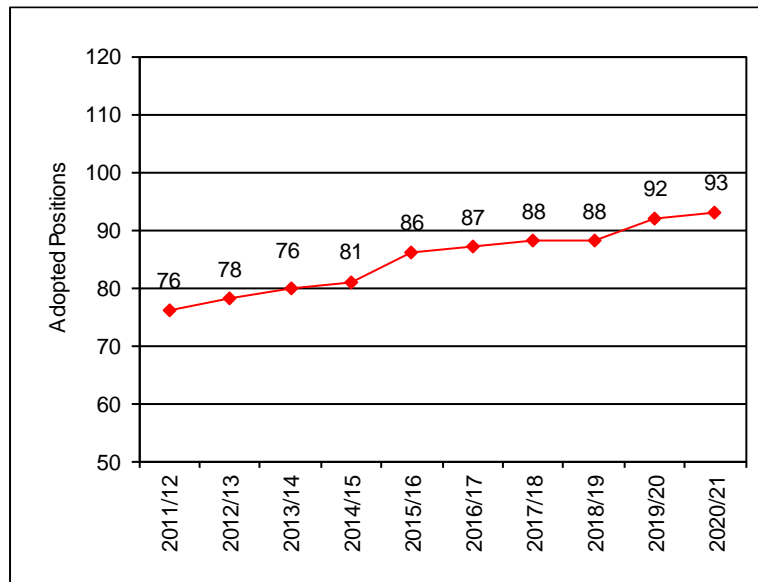
SUMMARY OF POSITION CHANGES

The FY2020/21 Preliminary Recommended Budget includes the following organizational and proposed position changes:

- Reflected in the Budget is the combination of the Administration and Central Services Divisions into a newly created Administration - Support Services Division. This concept was originally presented to the Board in FY2019/20. This change in department organizational structure does not increase or decrease the total number of positions allocated in the Department's budget. Combining the Administration and Central Services Divisions under the Support Services Division results in operational efficiencies and improved services delivery.
- Add 1.0 FTE Support Services Manager (TBD) – This position will provide management duties over the Support Services Division. This will provide comprehensive management of all support services (administrative, accounting, personnel, purchasing, records management, and mail services) for the General Services Department as well as County-wide services provided.

- Delete of 1.0 FTE Central Services Manager – The responsibilities of this position will be disseminated to other management positions including the new Support Services Manager.
- Add 1.0 FTE Custodian - This position will provide additional custodial services to accommodate the build out of additional office space on the 4th and 5th floors within the County Administration Center at 675 Texas Street in Fairfield.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the General Services budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

1117 – Fund 001-General Services
Summary of Other Administered Budgets

Megan M. Greve, Director of General Services
Other General

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1640 REAL ESTATE SERVICES	1,061,902	1,044,180	1,038,196	(5,984)	(0.6%)
3100 FLEET MANAGEMENT	5,831,407	5,870,842	5,577,746	(293,096)	(5.0%)
9000 AIRPORT	1,963,053	2,094,595	2,124,040	29,445	1.4%
9010 AIRPORT SPECIAL PROJECTS	2,795,586	65,000	0	(65,000)	0.0%
9050 SPECIAL AVIATION	23,800	220,626	206,901	(13,725)	(6.2%)
2801 FOUTS SPRINGS RANCH	508,260	3,000	0	(3,000)	(100.0%)
APPROPRIATIONS					
1640 REAL ESTATE SERVICES	891,621	835,080	914,625	79,545	9.5%
3100 FLEET MANAGEMENT	5,955,888	6,374,287	6,514,155	139,868	2.2%
9000 AIRPORT	1,494,349	1,773,996	1,770,974	(3,022)	(0.2%)
9010 AIRPORT SPECIAL PROJECTS	4,514,546	165,000	0	(165,000)	(100.0%)
9050 SPECIAL AVIATION	2,416,321	220,626	224,916	4,290	1.9%
2801 FOUTS SPRINGS RANCH	1,018,040	229,654	0	(229,654)	(100.0%)
NET CHANGE					
1640 REAL ESTATE SERVICES	(170,280)	(209,100)	(123,571)	85,529	(40.9%)
3100 FLEET MANAGEMENT	(124,481)	(503,445)	(936,409)	(432,964)	86.0%
9000 AIRPORT	468,704	320,599	353,066	32,467	10.1%
9010 AIRPORT SPECIAL PROJECTS	(1,718,961)	(100,000)	0	100,000	(100.0%)
9050 SPECIAL AVIATION	(2,392,521)	0	(18,015)	(18,015)	0.0%
2801 FOUTS SPRINGS RANCH	(509,781)	(226,654)	0	226,654	(100.0%)

A summary of the budgets administered by the General Services Department is provided on the following pages.

DEPARTMENTAL PURPOSE

The Real Estate Services provides real estate and property management services in support of the County's operational needs.

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 ACCOMPLISHMENTSChallenges:

- Conference room rental revenues are significantly lower as a result of cancellations due to COVID-19 related restrictions.
- Identify reservation software to improve internal customers booking experience relative to County Event Center and County Administration Center common conference room rentals.

Accomplishments:

- Researched County and State-owned vacant properties for homeless and transitional housing consistent with State and County policy objectives.
- Negotiated and executed LAFCO lease extension at County Administration Center.
- Began identifying reservation software to improve internal customers booking experience relative County Event Center and County Administration Center common conference room rentals.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$5,984 or 0.6% in revenues and an increase of \$79,545 or 9.5% in appropriations when compared to FY2019/20 Adopted Budget. As a result, the Net County Cost increased by \$85,529 or 40.9%.

Primary Funding Sources

The primary funding source for the Real Estate Services is Revenue from Use of Money/Property which reflects a \$19,321 or 2.3% decrease primarily due to decrease in building rental revenue resulting from First Five vacating the County Event Center (CEC) and reductions in County Events Center public reservations due to COVID-19 related restrictions. Licenses, Permits and Franchise reflects a \$10,633 or 6.8% increase due to increase in garbage service related costs and estimated increase of revenues from Fairfield and Rio Vista garbage companies. A net increase of \$2,704 or 5.5% in Charges for Services is attributable to service charges from the rate reimbursements for the rental of the Portuguese Hall parking lot in Vallejo and charges for real estate management services to capitalizable project budget.

Primary Costs

The FY2020/21 Recommended Budget includes a \$79,545 or 9.5% net increase in appropriations when compared to the FY2019/20 Adopted Budget due to a \$58,458 increase in Services and Supplies resulting from increases in property insurance, other professional services and controlled assets. Salaries and Employee Benefits will increase by \$40,469, primarily resulting from filling a vacant position for part of FY2019/20. Increase in Intra fund Transfer of \$5,078 is primarily attributable to costs charged by the Assessor/Recorder's Office for the Department's share in the use of the property comparable services application known as Costar. These increases are offset with a \$24,834 decrease in Other Charges from reduced Countywide Cost Allocation Plan charges from roll forward adjustments in the Plan for costs attributed to Real Estate Services.

DEPARTMENT COMMENTS

None.

1640 – Fund 001-Real Estate Services
Megan M. Greve, Director of General Services
Property Management

Summary of Other Administered Budget

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	152,174	156,093	166,726	10,633	6.8%
REVENUE FROM USE OF MONEY/PROP	858,896	839,152	819,831	(19,321)	(2.3%)
CHARGES FOR SERVICES	50,831	48,935	51,639	2,704	5.5%
TOTAL REVENUES	1,061,902	1,044,180	1,038,196	(5,984)	(0.6%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	145,828	117,736	158,205	40,469	34.4%
SERVICES AND SUPPLIES	188,996	246,843	305,301	58,458	23.7%
OTHER CHARGES	570,260	479,623	454,789	(24,834)	(5.2%)
OTHER FINANCING USES	1,381	1,075	1,449	374	34.8%
INTRA-FUND TRANSFERS	(14,845)	(10,197)	(5,119)	5,078	(49.8%)
TOTAL APPROPRIATIONS	891,621	835,080	914,625	79,545	9.5%
NET COUNTY COST	(170,280)	(209,100)	(123,571)	85,529	(40.9%)
STAFFING					
REAL ESTATE	1	1	1	0	0.0%
TOTAL STAFFING	1	1	1	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. However, impacts from COVID-19 are reflected in the budget as anticipated reductions in County Events Center public reservations. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

DEPARTMENTAL PURPOSE

Fleet Management provides comprehensive 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

- Fleet has 71 hybrid vehicles in service, 12% of the light and medium duty fleet.
- Successfully transitioned from Diesel No.2 fuel to a fully renewable fuel source known as RD99 renewable diesel. This reduces carbon footprint and tailpipe emissions on diesel powered vehicles.
- There are 106 vehicles on the replacement plan for FY2020/21 and 17 vehicles on replacement plan for FY2021/22. Fleet management plans to replace only 69 vehicles in FY2020/21 and the remaining 37 low mileage vehicles in FY2021/22 to balance the cost. In addition, there are two vehicles to be purchased in FY2020/21 which are requested by departments.
- Fleet continually struggles to find qualified vehicle technicians; furthermore, technical school enrollment is declining. Fleet plans to begin evaluating an apprenticeship program to facilitate new entries to the field.

WORKLOAD INDICATORS

- Maintains and services 513 County fleet vehicles including 58 vehicles leased to outside agencies.
- Maintains and services over 107 department owned vehicles and heavy equipment including road graders, loaders, and other public works type heavy equipment.
- During calendar year 2019, completed 2,365 work orders comprised of 5,106 mechanic labor hours.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget reflects a decrease of \$293,096 or 5.0% in revenues and an increase of \$139,868 or 2.2% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Source

The primary funding source is Charges for Services with revenues of \$5,299,615 representing an increase of \$11,085 or 0.2% when compared to the FY2019/20 Adopted Budget. This revenue is primarily comprised of Vehicle Rental Fees, Other Charges for Services, and Fuel and Oil delivery.

Primary Costs

The FY2020/21 Recommended Budget includes \$6,514,155 in appropriations representing a \$139,868 or 2.2% net increase due to the following:

- Salaries and Employee Benefits of \$1,318,130 reflect an increase of \$65,809 or 5.3% due to increase in salaries wages resulting from the addition of Office Assistant and deletion of Equipment Service Worker and approved labor contracts resulting in increases in wages, CalPERS retirement cost and health insurance costs.
- Services and Supplies of \$2,174,018 reflect an increase \$123,481 or 6.0% due to an increase in Maintenance for Equipment, Maintenance for Buildings and Improvement and Purchases for Resale.
- Other Charges of \$264,772 reflect a decrease of \$40,452 or 13.3% primarily due to decreased Countywide Administrative Overhead costs.
- Fixed Assets of \$2,744,673 reflects an increase of \$110,073 or 4.2% due to computer equipment associated with the upgrade of the new Fleet Management System by Assetworks offset by decrease in vehicle purchase due to decreases in number of replacement vehicles and department requests for new vehicles in FY2020/21.

3100 – Fund 034-Fleet Management
Megan M. Greve, Director of General Services
Other General

Summary of Other Administered Budgets

- Total Other Financing Uses of \$12,562 reflect a decrease of \$119,043 or 90.5% primarily due to transfer to Capital Project Fund in prior year to finance the roofing upgrade at the Light Equipment Shop located at 477 N Texas Street, Fairfield.

Contracts

None requiring Board action.

Fixed Assets

The FY2020/21 Recommended Budget includes:

- \$2,367,591 for 71 vehicle purchases.
- \$22,500 for a heavy-duty tire machine and heavy-duty jack/stands.
- \$354,582 for the upgrade of the Fleet Management System (FMS) to increase productivity, improve control, manage fuel and pool vehicles and reduce costs.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	67,877	47,000	14,131	(32,869)	(69.9%)
CHARGES FOR SERVICES	5,249,073	5,310,700	5,299,615	(11,085)	(0.2%)
MISC REVENUE	79,381	51,542	105,000	53,458	103.7%
OTHER FINANCING SOURCES	435,077	341,600	159,000	(182,600)	(53.5%)
FROM RESERVE	0	120,000	0	(120,000)	(100.0%)
TOTAL REVENUES	5,831,407	5,870,842	5,577,746	(293,096)	(5.0%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,183,475	1,252,321	1,318,130	65,809	5.3%
SERVICES AND SUPPLIES	2,277,720	2,050,537	2,174,018	123,481	6.0%
OTHER CHARGES	385,379	305,224	264,772	(40,452)	(13.3%)
F/A EQUIPMENT	2,061,228	2,634,600	2,744,673	110,073	4.2%
OTHER FINANCING USES	48,086	131,605	12,562	(119,043)	(90.5%)
TOTAL APPROPRIATIONS	5,955,888	6,374,287	6,514,155	139,868	2.2%
NET GAIN(LOSS)	(124,481)	(503,445)	(936,409)	(432,964)	86.0%

STAFFING					
FLEET	10	10	10	10	0.0%
TOTAL STAFFING	10	10	10	10	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Fleet will be adding several modules to the FMS, converting the Fleet System to a windows-based platform and will interface with Telematics, a GPS vehicle tracking system into County vehicles. This will allow staff to better analyze the needs of the various departments, improving vehicle utilization and allowing departments to better manage their fleet needs.

SUMMARY OF POSITION CHANGES

The FY2020/21 Recommended Budget includes the following proposed position changes:

- Delete 1.0 FTE Equipment Services Worker
- Add 1.0 FTE Office Assistant II

These changes correlate to the changes in the Fleet Management Systems where management needs administrative support as the transactions will be dealt with electronically. The added position will be funded by the user fees.

PENDING ISSUES AND POLICY CONSIDERATIONS

With State initiatives to reduce petroleum powered vehicle emissions, Fleet will continue to explore ways to change our vehicle portfolio to include hybrid, plug-in hybrid, and electric vehicles where appropriate; furthermore, Fleet will work with Facilities and Project Management to identify opportunities to install charging stations within the current infrastructure and for funding to expand infrastructure and charging stations around the county.

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Fleet Management budget. Fleet Management will continue to monitor the direct impacts of COVID-19 protocols on Fleet vehicle usage and fuel consumption. From a month to month standpoint, fleet vehicles traveled 33,000 fewer miles and pool vehicles operated 8,000 fewer miles. Additionally, Fleet vehicles consumed 615 fewer gallons of fuel while Public Works consumed 400 gallons more fuel when compared to pre-COVID 19 operations. This is attributed to vehicle sharing restrictions, modified inspection schedules and reduced home visits. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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 ACCOMPLISHMENTSChallenges:

- All office and hangar spaces at the Airport are at full occupancy. The Airport's current waiting list for hangar space has increased considerably over the last 5 years. The Airport's aircraft tie-down apron is also nearing capacity.
- The Airport Manager retired in December 2019 and the Airport is currently operating under an interim manager as a solicitation for a new manager is under way.

Accomplishments:

- The Airport provided oversight and management of the completed office building renovations project.
- In coordination with the Federal Aviation Administration (FAA), the Airport updated the Airport Capital Improvement Plan (ACIP) for 2020 - 2025 which identifies FAA funding on eligible capital improvement projects.

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 145,000 gallons of fuel sold and involving more than 6,300 customer transactions during FY2019/20. Fuel sales for FY2019/20 is estimated to generate \$701,593 in Airport operating revenue.
- The Airport manages, rents and maintains County hangars, office spaces, private ground leases and other aircraft storage spaces which is estimated to generate \$808,428 during FY2019/20.
- 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 and maintenance of airfield facilities.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$29,445 or 1.4% in revenues and a decrease of \$3,022 or 0.2% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

- Property tax revenue in the amount of \$\$471,700 reflects an increase of \$19,357 or 4.3% when compared to FY2019/20 Adopted Budget.
- Revenue from Use of Money in the amount of \$820,170 which reflects an increase of \$12,282 or 1.5% when compared to FY2019/20 Adopted Budget due to an increase of \$46,782 or 6.1% for income from leases, hangar, office and building rentals resulting from completion of new hangars with higher lease rates offset by a decrease of \$34,500 or 78.0% in interest income.
- Charges for Services in the amount of \$781,279 which reflects an increase of \$11,146 or 1.4% primarily attributable to fuel and oil revenue.

Summary of Other Administered Budgets

9000 – Fund 047-Airport
Megan M. Greve, Director of General Services
Public Ways

- Miscellaneous Revenues in the amount of \$33,000 which reflects a decrease of \$16,180 or 32.9% for development fees which are not expected to be collected in FY2020/21 as there is no anticipated service to be performed.
- Operating Transfers-In in the amount of \$12,873 which reflects an increase of \$2,873 or 28.7% representing transfers from Special Aviation fund for grant from Caltrans and interest income. The grant agreement requires that the receipts and disbursements be accounted in the Special Aviation Fund.

Primary Costs

- Salaries and Employee Benefits of \$435,021, represents a decrease of \$6,053 or 1.4% due to savings in salaries and wages due to vacancy of the Airport Manager which is anticipated to be hired at a lower step and without longevity pay.
- Services and Supplies of \$953,540, represents a net increase of \$19,607 or 2.1% due to increases in utility rates and insurance costs which are partially offset by savings in other line items.
- Other Financing Uses of \$198,316 represents a decrease of \$16,576 or 7.7% primarily due to Operating Transfer to Special Aviation Fund to pay the loan from California Department of Transportation. The Caltrans loan agreement requires that the loan be accounted for in the Special Aviation Fund.

Contracts

None requiring Board action.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	441,618	452,343	471,700	19,357	4.3%
REVENUE FROM USE OF MONEY/PROP	695,835	808,428	820,710	12,282	1.5%
INTERGOVERNMENTAL REV STATE	3,619	3,571	3,538	(33)	(0.9%)
INTERGOVERNMENTAL REV FEDERAL	102	5	5	0	0.0%
INTERGOVERNMENTAL REV OTHER	1,136	935	935	0	0.0%
CHARGES FOR SERVICES	765,510	770,133	781,279	11,146	1.4%
MISC REVENUE	45,233	49,180	33,000	(16,180)	(32.9%)
OTHER FINANCING SOURCES	10,000	10,000	12,873	2,873	28.7%
TOTAL REVENUES	1,963,053	2,094,595	2,124,040	29,445	1.4%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	437,575	441,074	435,021	(6,053)	(1.4%)
SERVICES AND SUPPLIES	897,926	933,933	953,540	19,607	2.1%
OTHER CHARGES	154,532	184,097	184,097	0	0.0%
F/A EQUIPMENT	0	0	0	0	0.0%
OTHER FINANCING USES	4,316	214,892	198,316	(16,576)	(7.7%)
TOTAL APPROPRIATIONS	1,494,349	1,773,996	1,770,974	(3,022)	(0.2%)
NET GAIN(LOSS)	468,704	320,599	353,066	32,467	10.1%
STAFFING					
AIRPORT	3	3	3	0	0.0%
TOTAL STAFFING	3	3	3	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Airport budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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

- Completed the renovations of office buildings during FY2019/20. The project will extend the useful life of airport office buildings and support expansion of flight training business operations.
- Began the design work for a major taxiway rehabilitation during FY2019/20 in anticipation of a future construction grant to be applied for in FY2020/21.

WORKLOAD INDICATORS

- With the financial assistance of the FAA, and financing through the Caltrans Airport Loan Program, the Airport completed more than \$370,000 in capital improvements in FY2019/20.

DEPARTMENTAL BUDGET SUMMARY

There are currently no special projects budgeted in FY2020/21 pending grant applications for funding. A taxiway project will be designed and scoped, pending FAA grant award cycle funding request.

Primary Funding Source

There are currently no special projects budgeted in FY2020/21. The Airport Manager will continue to secure FAA grants as project costs are identified for FY2021/22.

Primary Costs

There are currently no special projects budgeted in FY2020/21.

DEPARTMENT COMMENTS

All projects funded in FY2019/20 are anticipated to be completed in FY2019/20.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	389,265	65,000	0	(65,000)	(100.0%)
OTHER FINANCING SOURCES	2,406,321	0	0	0	0.0%
TOTAL REVENUES	2,795,586	65,000	0	(65,000)	(100.0%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	2,576	0	0	0	0.0%
OTHER CHARGES	8,940	0	0	0	0.0%
F/A BLDGS AND IMPRMTS	4,503,031	165,000	0	(165,000)	(100.0%)
TOTAL APPROPRIATIONS	4,514,546	165,000	0	(165,000)	(100.0%)
NET GAIN(LOSS)	(1,718,961)	(100,000)	0	100,000	(100.0%)

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.

The adoption of the CARES act on March 27, 2020 by the federal government has opened up new grant and funding opportunities which Airport staff will pursue to support operations and to fund improvements and repairs to Airport facilities.

FUNCTION AND RESPONSIBILITIES

This budget is used to record receipt of the annual California Aid to Airports program including loans and grants provided by Caltrans. Funds received from Caltrans under these programs are restricted and may only be used to fund Nut Tree Airport operations and or capital projects.

In FY2018/19 the Airport Special Aviation Fund entered into the following loan agreements:

- In August 2018, the Airport Special Aviation Fund entered into a loan agreement with Caltrans to fund the Airport T-Hangar Construction Project (BU 9019) in the amount of \$1,857,313. The loan is amortized over 17 years at an annual interest rate of 3.91%, maturing in February 2035. In FY2020/21 payment is due in September 2020 for a principal payment of \$82,076 and interest of \$69,522.
- In March 2019, the Airport Special Aviation Fund entered into a loan agreement with Caltrans to fund Airport office building improvements (BU 9016) in the amount of \$759,924. The loan is amortized over 17 years at an annual interest rate of 3.34%, maturing in March 2036. In FY2020/21 payment is due in May 2021 for a principal payment of \$35,057 and interest of \$24,261.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- The annual \$10,000 grant from Caltrans was applied to airport operations.
- The Airport is in the second year of paying loans that were provided by Caltrans to fund the completed T-hangars and office building renovations at the Nut Tree Airport.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents decrease of \$13,725 or 6.2% in revenues and an increase of \$3,163 or 1.4% in appropriations when compared to the FY2020/21 Adopted Budget.

Primary Funding Source

The primary funding source for this budget is an Operating Transfer-In from the Airport Operating Budget (BU 9000) of \$194,028 which reflects a decrease of \$16,598 or 7.9%. The decrease results from the Airport utilizing available fund balance to partially fund the annual payment of the Caltrans loan in FY2020/21. The Transfer-In revenue is from hanger and administrative building lease/space rental payments. Additional funding in this budget includes an annual Airport operations grant from Caltrans of \$10,000 and interest income of \$2,873.

Primary Costs

The Special Aviation Projects budget includes the annual payment of the Caltrans loan and an Operating Transfer-Out of the Caltrans grant funds and interest income to the Airport operating budget to fund Airport operations.

DEPARTMENT COMMENTS

Loan payments to Caltrans are required to be accounted for and paid out of the Airport Special Aviation Fund. Accordingly, the Airport Operating Budget (BU 9000) will transfer funds for annual principal and interest due on the Caltrans loans to the Airport Special Aviation Budget (BU 9050).

9050 – Fund 310-Special Aviation
Megan M. Greve, Director of General Services
Public Ways

Summary of Other Administered Budgets

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	13,800	0	2,873	2,873	0.0%
INTERGOVERNMENTAL REV STATE	10,000	10,000	10,000	0	0.0%
OTHER FINANCING SOURCES	0	210,626	194,028	(16,598)	(7.9%)
TOTAL REVENUES	23,800	220,626	206,901	(13,725)	(6.2%)
APPROPRIATIONS					
OTHER CHARGES	0	210,626	210,916	290	0.1%
OTHER FINANCING USES	2,416,321	10,000	14,000	4,000	40.0%
TOTAL APPROPRIATIONS	2,416,321	220,626	224,916	4,290	1.9%
NET GAIN(LOSS)	(2,392,521)	0	(18,015)	(18,015)	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

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 required the County to remove approximately 34 existing buildings/structures (approximately 62,000 square feet) and return the site to its natural state. The County developed the Fouts decommissioning and site restoration plan pursuant to the Forest Service requirements.

The Department of General Services oversaw the maintenance and safeguarding of the grounds and facilities and served 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 decommissioning and site clearance were completed in phases.

The decommissioning process was completed in 2019 and any remaining funds will be returned to the General Fund. The budget unit is anticipated to be closed at the end of FY2019/20.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Phase 2 final demolition and decommissioning, including demolition of the remaining 16 structures and smaller outbuildings, monitoring and verification of successful site re-vegetation was completed in spring of 2019. Work included 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 decommissioning of the Fouts Springs Youth Facility relieves the County of associated maintenance and operations costs. Acceptance of site restoration and Special Use Permit closure authorization by the United States Forest Service took place in July 2019.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no revenues and no appropriations for FY2020/21.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	8,171	3,000	0	(3,000)	(100.0%)
MISC REVENUE	88	0	0	0	0.0%
OTHER FINANCING SOURCES	500,000	0	0	0	0.0%
TOTAL REVENUES	508,260	3,000	0	(3,000)	(100.0%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	930,864	229,654	0	(229,654)	(100.0%)
OTHER CHARGES	87,177	0	0	0	0.0%
TOTAL APPROPRIATIONS	1,018,040	229,654	0	(229,654)	(100.0%)
NET GAIN(LOSS)	(509,781)	(226,654)	0	226,654	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

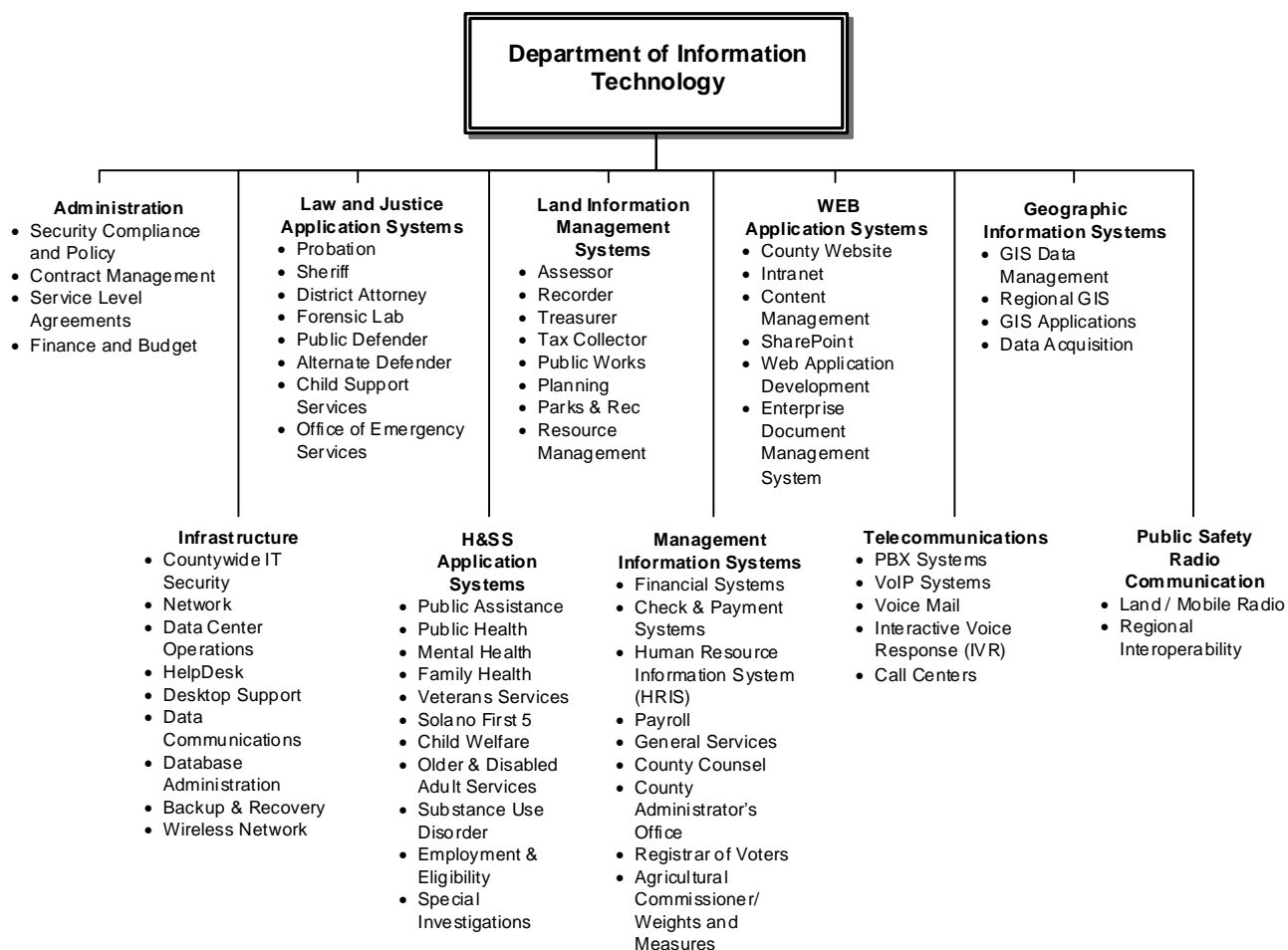
None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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



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:

FY2019/20 Midyear Projection:	28,111,613
FY2020/21 Recommended:	29,722,005
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	72

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.

Timothy P. Flanagan, Chief Information Officer
Other General

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 needs automation to carry out mandated activities and to implement new productivity-improving tools like mobile technology, improved case management applications, new service management software and the integration of several systems, and automation for law enforcement support systems. 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:

Information Technology Service Management (ITSM):

- Focused on improving customer experience by offering a centralized user-friendly portal that serves as one-stop-shop for everything.
- Implemented the pilot release of Solano Connect (IT Portal).
- Established standards and processes for Change and Incident Management Process.
- Created end-user IT service catalog with ten services.
- Created Configuration Management Database (CMDB) which is a repository of managed configuration of items and devices.

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 multiple departments.
- 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.
- Completed on-premise SharePoint migration.
- Supported Tacoma, Documentum, FIS, PowerDMS, and DocuSign.
- Implementing policy and procedures (P&P) in Program Data and Management System (PDMS). The public facing P&P will be going live soon to support the Sheriff Office.

Health Systems:

- Implemented a Population Health Analytics which is caring for Solano Medical Services patients.
- Implemented a Qmatic expansion and upgrade for the Fairfield Adult Clinic. The Qmatic Intro 8 is a responsive, fast, and security self-service kiosk. The Vallejo and Vacaville clinics were upgrade to the new version.
- Implemented a DEXIS X-Ray for imaging. The DEXIS by KaVo is a multifaceted industry-leading imaging ecosystem.
- Implemented vendor change in the Identity Management for Electronic Prescribing of Controlled Substances for Behavioral Health Services. Re-registered twenty doctors. Worked with each doctor for a new process, application, and device.

Social Services Systems:

- Implemented the new California Women, Infants, and Children (WIC) card called eWIC. The card will provide a more convenient way for families to shop for WIC foods and provide flexibility to get just what they need at each shopping trip. In addition, families will not lose their WIC benefits if their WIC card is lost, stolen, or damaged.
- Upgraded Structured Query Language (SQL) server and migrated California Work Opportunity and Responsibility to Kids Information Network (CalWIN) data and replication server appliance for E&ES CalWIN locata data stores. Cleaned up and clarified data flow processes for documentation and retired the old server.

- Planned and upgraded the Compass Pilot/OnBase system to a new 2016 Virtual Machine (VMs) and Structured Query Language (SQL) Server 2016. This system is used by Employment & Eligibility Services Division for document imaging and document/task management.

Information Security Improvements:

- Implemented Local Admin Password Solutions (LAPS) on all workstations.
- Completed deployment of McAfee Database Monitoring Tool.
- Implemented ProofPoint Cloud Account Defense.
- Implemented Tenable Vulnerability Management tool.
- Deployed LastPass for Department of Information Technology.

Network Improvements:

- Connected the City of Rio Vista facility to Solano County's Wide Area Network.
- Completed new Registrar of Voter 4th floor office network.
- Upgraded internet Adaptive Security Appliance (ASA) firewalls with FirePower appliances.
- Upgraded six firewalls including Virtual Private Network (VPN) concentrators to new hardware and software.
- Upgraded 23 switches at three County Administration Center Intermediate Distribution Frame (IDF) closets.
- Moved a new network built for First 5 office to Vallejo including Wide Area Network (WAN) and Public Wi-Fi.
- Built new IDF closet in the Jail Tunnel Area and installed five 3800i access points.
- Aided 17 departments during the COVID-19 pandemic emergency to deploy tools and technical support that facilitated expanded teleworking.

Infrastructure:

- Retired old 2003 Oracle Server for antiquated Case Folder Tracking (CFT) system used by Child Welfare Services (CWS), Older Disabled Adult Services (ODAS), and Employment & Eligibility Services Divisions.

Web Development:

- Completed the following Web Applications: Records Management Db application for replacement of Case Folder Tracking, Employee Recognition application for creating online recognition certificates, Sheriff Camera Registration Page (collaborated with GIS), Board and Commission application for intaking applications electronically, and Health & Social Services Public Authority Caretaker application to intake applications electronically.
- Working on the full automation of the Board and Commission application for the County Administrator Office.
- Completed implementing security certificates to eProbation Server and Subject Matter Expert (SME) for Tomcat administration.
- Ongoing support for SolanoCounty.com and SharePoint.
- Supported multiple departments in adding/expanding/revising web pages and pandemic data links in support of the COVID-19 emergency communication software applications.

PeopleSoft HR and Payroll System:

- Implemented 30 bargaining team Memorandum of Understanding (MOU's) in Intellitime and PeopleSoft.
- Completed Tax update.
- Completed Salary projects and Affordable Care Act (ACA) reporting.
- Implemented new Cost of Living Adjustment (COLA) process automation.

Timothy P. Flanagan, Chief Information Officer
Other General

- Implemented new W4 form for the next payroll run.

Geographic Information Systems (GIS):

- Trained 30+ first responders over a weekend on GIS Search and Rescue application (field mobile application).
- Trained 60 County employees on ArcGIS Online. This is a geographic information system for working with maps and geographic information maintained by Environmental Systems Research Institute (ESRI).
- Responded to Napa County fire for (Office of Emergency Services) OES mutual aide.
- Hosted Regional Geographic Information Systems (ReGIS) GIS Professional Development Day in the City of Benicia.
- Delivered OPEN DATA Portal for Search and Download of GIS applications and Data.
- Took delivery of 2019 County Aerial Imagery.
- Began FY2021/22 Aerial Acquisition and Strategic Planning Cycle (1-year planning and QA).
- Started working on NextGen 911 street centerline file.
- Kicked off ESRI Enterprise Advantage Program (EAP).

Law & Justice Systems:

- Implemented (Go-Live February 2020) JTI eProbation, the Probation's new case management system. While this does not guarantee automatic data sharing between the JTI family case management systems: PubAlt Defender eDefender, Probation eProbations, and DA JustWare, it does create a foundation that can be built upon. There was a collaborative build-out of eProbation training/readiness room.
- Implemented Sun Ridge RIMS, a new 24/7 911 Dispatch, Records, and Mobile System for the Sheriff's Office. This was a regional move to standardize on one product across all Solano Law Enforcement Departments.
- Upgraded 24/7 Jail System and 13 interfaces to new Server 2016 Virtual Machines (VM), Structured Query Language (SQL) Server 2016 database, and 9 versions leap of the Activities Tracking Information Management System (ATIMS) application.
- Completed the Rourk Vocational Training Center. This included development of a new Jail System interface, security electronics (CCTV, intercom, door, and lighting controls), and IT support (KeyWatcher, classroom computers, etc.).
- Planned and refreshed the Claybank Detention Facility Security System Closed Circuit Television (CCTV) Network Attached Storage (NAS).
- Upgraded the District Attorney (DA) Crime Lab System JusticeTrax to a new 2016 Virtual Machine (VMs) and Structured Query Language (SQL) Server 2016. This system collects data and manages 10-12 lab instruments used by law enforcement countywide (ex: blood alcohol content).
- First upgrade of the PubAlt Defender system, eDefender, since its Go-Live in June 2018. The upgrade included creating a User Acceptance Testing (UAT) environment that will be used to test all future changes.

WORKLOAD INDICATORS

- During the period of March 1, 2019 to February 29, 2020 there were a total of 22,666 work orders and trouble tickets received by the Helpdesk.
- A total of 609 servers were hosted on 99 physical servers, and over 1,526 terabytes of data were maintained in operation and exceeded the 99.9% system availability service level threshold.
- Over 4,900 computers, 4,319 telephones, 182 tablets, and 800 printers are supported across the Counties' wide-area network locations.

Functional Area Summary

1870 – Fund 370-Department of Information Technology

Timothy P. Flanagan, Chief Information Officer

Other General

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
DOIT-ADMINISTRATION	1,044,129	1,151,887	1,694,669	542,782	47.1%
INFRASTRUCTURE	11,824,308	13,033,949	13,715,264	681,315	5.2%
LAW & JUSTICE APPLICATION SYSTEMS	1,715,695	1,547,876	1,702,539	154,663	10.0%
H&SS APPLICATION SYSTEMS	2,302,548	2,563,687	3,605,023	1,041,336	40.6%
MANAGEMENT INFORMATION SYSTEMS	1,633,142	1,657,243	1,721,368	64,125	3.9%
LAND INFORMATION MANAGEMENT SYSTEMS	1,872,590	1,589,441	1,990,924	401,483	25.3%
WEB APPLICATION SYSTEMS	582,732	808,456	972,544	164,088	20.3%
GEOGRAPHIC INFORMATION SYSTEMS	1,201,852	1,417,771	1,452,365	34,594	2.4%
TELECOMMUNICATIONS	1,364,757	1,477,438	1,899,003	421,565	28.5%
PUBLIC SAFETY RADIO COMMUNICATION	446,816	521,252	488,106	(33,146)	(6.4%)
TOTAL REVENUES	23,988,569	25,769,000	29,241,805	3,472,805	13.5%
APPROPRIATIONS					
DOIT-ADMINISTRATION	1,032,756	1,155,406	1,694,669	539,263	46.7%
INFRASTRUCTURE	11,792,215	13,502,194	14,130,464	628,270	4.7%
LAW & JUSTICE APPLICATION SYSTEMS	1,726,807	1,558,102	1,702,539	144,437	9.3%
H&SS APPLICATION SYSTEMS	2,306,167	2,586,205	3,605,023	1,018,818	39.4%
MANAGEMENT INFORMATION SYSTEMS	1,619,190	1,651,384	1,721,368	69,984	4.2%
LAND INFORMATION MANAGEMENT SYSTEMS	1,870,463	1,580,367	1,990,924	410,557	26.0%
WEB APPLICATION SYSTEMS	582,265	806,524	972,544	166,020	20.6%
GEOGRAPHIC INFORMATION SYSTEMS	1,233,711	1,422,337	1,452,365	30,028	2.1%
TELECOMMUNICATIONS	1,621,964	1,487,798	1,899,003	411,205	27.6%
PUBLIC SAFETY RADIO COMMUNICATION	448,206	530,130	553,106	22,976	4.3%
TOTAL APPROPRIATIONS	24,233,744	26,280,447	29,722,005	3,441,558	13.1%
NET GAIN(LOSS)					
DOIT-ADMINISTRATION	11,373	(3,519)	-	3,519	(100.0%)
INFRASTRUCTURE	32,093	(468,245)	(415,200)	53,045	(11.3%)
LAW & JUSTICE APPLICATION SYSTEMS	(11,112)	(10,226)	-	10,226	(100.0%)
H&SS APPLICATION SYSTEMS	(3,619)	(22,518)	-	22,518	(100.0%)
MANAGEMENT INFORMATION SYSTEMS	13,952	5,859	-	(5,859)	(100.0%)
LAND INFORMATION MANAGEMENT SYSTEMS	2,127	9,074	-	(9,074)	(100.0%)
WEB APPLICATION SYSTEMS	467	1,932	-	(1,932)	(100.0%)
GEOGRAPHIC INFORMATION SYSTEMS	(31,859)	(4,566)	-	4,566	(100.0%)
TELECOMMUNICATIONS	(257,207)	(10,360)	-	10,360	(100.0%)
PUBLIC SAFETY RADIO COMMUNICATION	(1,390)	(8,878)	(65,000)	(56,122)	632.1%
NET GAIN(LOSS)	(245,175)	(511,447)	(480,200)	31,247	(6.1%)
STAFFING					
DOIT-ADMINISTRATION	6	6	8	2	33.3%
INFRASTRUCTURE	11	11	12	1	9.1%
LAW & JUSTICE APPLICATION SYSTEMS	9	9	9	0	0.0%
H&SS APPLICATION SYSTEMS	14	14	17	3	21.4%
MANAGEMENT INFORMATION SYSTEMS	5	5	5	0	0.0%
LAND INFORMATION MANAGEMENT SYSTEMS	10	10	12	2	20.0%
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	2	2	0	0.0%
TOTAL STAFFING	64	64	72	8	12.5%

Timothy P. Flanagan, Chief Information Officer
Other General

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of \$3,472,805 or 13.5% in revenues and \$3,441,558 or 13.1% in appropriations when compared to the FY2019/20 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. There is no expected change in fund balance.

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 to enhance IT security needs, maintaining hardware and software support of critical systems, and investing in tools to improve both IT and end-user's productivity.

Infrastructure:

Total appropriations for Infrastructure are projected to be \$14,113,464 which includes \$5,204,000 in contract staffing (Avenu), \$2,599,000 for County staff, \$254,000 in cost allocations for Administrative Overhead, Building Use, and Insurances, with \$6,088,000 for software licenses, hardware, Operating, 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 process improvement, and public access to information and services. Total appropriations for Applications Development Management and Support are projected to be \$13,139,432 which includes \$9,656,000 for staffing, \$625,000 in Contractor (Avenu) cost, \$914,000 in County cost allocations for Administrative Overhead, Building Use, Insurances, and \$2,031,000 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 are projected to be \$2,452,109 which includes \$626,000 in staffing, \$91,000 in County Administrative Overhead, Building Use, and Insurances, \$925,000 as pass-through telephone usage, voicemail and other charges, and \$817,000 for hardware, software and vendor services.

Contracts

The FY2020/21 Recommended Budget includes a total of \$12,134,000 or 40.8% in contracted services, which includes the following significant contracts:

- \$5,830,000 for Avenu staffing.
- \$1,031,000 for Microsoft Office 365.
- \$625,000 for Microsoft VStudio Team Development.
- \$385,000 for ConvergeOne Cisco VoIP Licenses.

- \$251,000 for Cisco SmartNet.
- \$241,000 for Pictometry.
- \$210,000 for Microsoft Azure Roadmap and Cloud Infrastructure.
- \$210,000 for PeopleSoft Maintenance.
- \$196,000 for PaloAlto Appliances and Traps.
- \$190,000 for ServiceNow Subscription.
- \$170,000 for Veritas NetBackup Maintenance.
- \$163,000 for One Solution Maintenance.
- \$152,000 for Cisco Umbrella Web Filter and Security.
- \$151,000 for Upgrade to Security Tools.
- \$140,000 for Documentum Professional Services.
- \$120,000 for Gartner technical consulting services.
- \$100,000 for new SolanoCounty.com Site.
- \$98,000 for Privilege Account Management.
- \$97,000 for IBM Systems Maintenance.
- \$88,000 for Security Incident Response Remediation and Awareness.
- \$86,000 for McAfee Maintenance.
- \$80,000 for Farallon Consulting.
- \$75,000 for Upgrade to Security Tools.
- \$75,000 for Solar Winds Maintenance.

Fixed Assets

The FY2020/21 Recommended Budget includes the following fixed assets:

- \$500,000 for data center infrastructure refresh.
- \$200,000 for physical server replacement and server maintenance costs.
- \$150,000 for Virtual Machine (VM) hardware and software for additional virtual servers.
- \$90,000 for spare switches and routers for break/fix and refresh of County systems.
- \$85,000 for Cisco Infrastructure refresh.
- \$65,000 for Public Safety Radio System infrastructure equipment.
- \$50,000 for BlueCoat Reverse Proxy Server refresh.
- \$32,000 for CJIS WAN Routers for Solano County ASE Circuits.

DEPARTMENT COMMENTS

For the FY2020/21 budget the Department of Information Technologies (DoIT) outlined six 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:

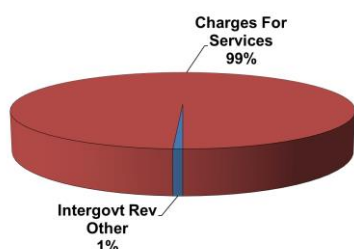
- Teleworking capabilities and a focus on a mobile workforce;

Timothy P. Flanagan, Chief Information Officer
Other General

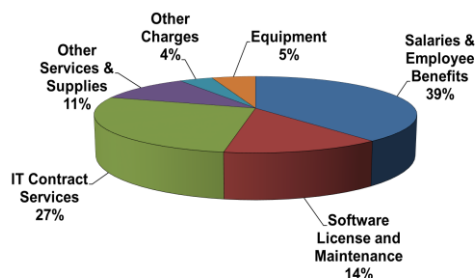
- Systems & Data Security to protect our investments;
- Technology standardization to improve efficiency;
- Disaster Recovery and Business Continuity;
- Anticipated Growth of Information Technology demand from Departments; and
- Building flexibility and adaptability to respond to rapidly evolving demands.

Many ongoing and planned projects seek to meet these priorities. They address areas such as network security, IT infrastructure refresh, Wi-Fi security, technologies to aid in disaster recovery, and implementing software solutions for process improvements. The department continues to look for ways to partner with other departments to find greater efficiencies, ensure data is secure, and ensure continuity of County services to the public.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	174,737	87,858	53,800	(34,058)	(38.8%)
INTERGOVERNMENTAL REV OTHER	0	198,453	156,311	(42,142)	(21.2%)
CHARGES FOR SERVICES	23,640,684	25,393,147	28,936,389	3,543,242	14.0%
MISC REVENUE	173,149	89,542	95,305	5,763	6.4%
TOTAL REVENUES	23,988,570	25,769,000	29,241,805	3,472,805	13.5%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	9,008,087	10,380,077	12,765,026	2,384,949	23.0%
SERVICES AND SUPPLIES	12,994,003	14,022,990	14,859,825	836,835	6.0%
OTHER CHARGES	1,131,564	1,047,589	1,108,276	60,687	5.8%
F/A BLDGS AND IMPRMTS	94,888	0	0	0	0.0%
F/A EQUIPMENT	914,583	1,172,300	1,172,000	(300)	(0.0%)
OTHER FINANCING USES	90,619	137,491	131,878	(5,613)	(4.1%)
INTRA-FUND TRANSFERS	0	(480,000)	(315,000)	165,000	(34.4%)
TOTAL APPROPRIATIONS	24,233,743	26,280,447	29,722,005	3,441,558	13.1%
NET GAIN(LOSS)	(245,173)	(511,447)	(480,200)	31,247	(6.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in position allocation since the adoption of the FY2019/20 Budget are provided below:

On October 18, 2019, the following positions were approved:

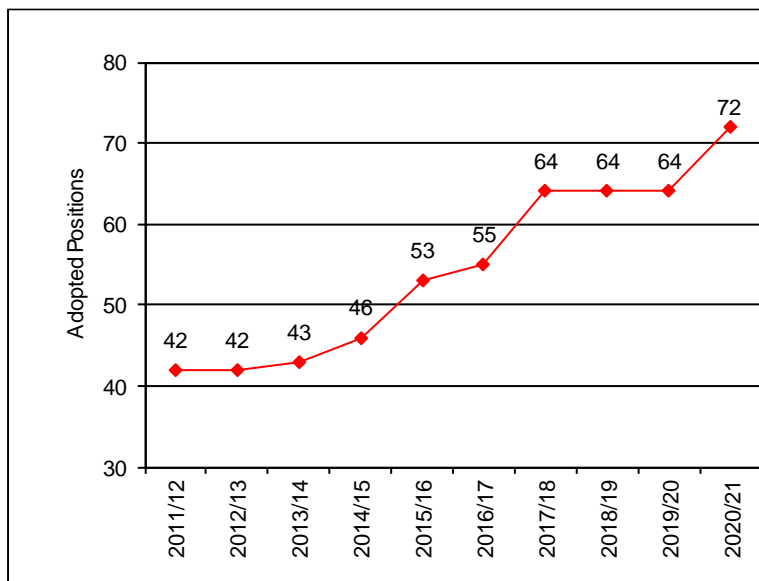
- Add 2.0 FTE Limited Term Information Technology Analyst IV positions to work in Solano County Integrated Property System (SCIPS) team to support transition to CATS.

On December 10, 2019, the following positions were approved:

- Add 2.0 FTE Information Technology Specialists II positions which allowed the IT Procurement function to be performed by County staff rather than contracted staff (service offramp).
- Add 1.0 FTE Information Technology Principal position to allow essential duties in the Data Center to be performed by County staff rather than contracted staff (service offramp).

The FY2020/21 Recommended Budget includes the proposed position changes:

- Add 2.0 FTE Information Technology Analyst IV for the Health & Social Services Department to support IT services for increased projects and succession planning for upcoming retirements (revenue offset).
- Add 1.0 FTE Senior Business Systems Analyst for the Health & Social Services Department to support IT services for increased projects and succession planning for upcoming retirements (revenue offset).

STAFFING TREND**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Solano County Integrated Property System (SCIPS) Replacement Project Phase 0 started February 25, 2019. It is a multi-year project with vendor support for property tax and assessment. The primary stakeholders are Tax Collector, Auditor Controller, Assessor, and Department of Information Technology. Phase 1 and Phase 2 are expected to complete by June 30, 2021.

The Department of Information Technology has funding in FY2020/21 to begin a project to update the Solano County website. This project may go beyond FY2020/21.

Timothy P. Flanagan, Chief Information Officer
Other General

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Department of Information Technology budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Changing demand for IT services due to the COVID-19 pandemic has the potential to impact projects underway and planned starts of future projects. Service to maintain viable operations is a priority.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1878 SCIPS REPLACEMENT PROJECT	0	1,961,526	3,387,044	1,425,518	72.7%
APPROPRIATIONS					
1878 SCIPS REPLACEMENT PROJECT	240,545	1,961,526	3,387,044	1,425,518	72.7%
NET CHANGE					
1878 SCIPS REPLACEMENT PROJECT	(240,545)	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. 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).

Implementation of the new property tax system is planned over a three-year period and across thirteen phases of work as outlined below:

- Phase 0 Underway - 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

On April 4, 2017, a \$10,000,000 General Fund (GF) loan was approved by the Board of Supervisors to finance the SCIPS Replacement Project. Most costs related to the SCIPS replacement project will be funded by this loan and later recovered via user charges once the system is up and running. On an annual basis, as costs are incurred, the Department of Information Technology (DoIT) submits a summary of costs eligible for funding by the GF loan to the Auditor-Controller's Office (ACO) and the County Administrator for review and approval. Upon approval, ACO prepares a journal entry to transfer cash from the GF loan to the DoIT Fund. The following shows the current and upcoming drawdowns from this loan:

Project Funding:	\$10,000,000
Actual Cost FY2018/19:	\$240,545
Anticipated Cost FY2019/20:	\$490,500
<u>Budgeted Cost FY2020/21:</u>	<u>\$3,387,044</u>
Balance Remaining:	\$5,881,911

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTSAccomplishments:

Over the past year, the Department of Information Technology (DoIT) has focused on project organization and planning with internal stake holders and the Harris Company representatives, the software system firm.

- Phase 0: Phase 0 is comprised of four groups of tables which need to be mapped to the new system. Significant efforts have occurred to complete phase 0 with County staff and high confidence remains that with sufficient time, success is possible. However, Harris Group (software firm that owns the Aumentum property tax product) has offered to staff this phase at their own expense and bring Phase 0 to completion significantly earlier than previously expected. The County has accepted this offer and expects to restart phase 0 with Harris consultants starting in Q3 or 2020.
- Reduced Timeline: It has been identified that by hiring new DoIT staff, the original timeline can be decreased by 9 months while mitigating the risk of current SCIPS resources potentially retiring. Approval has been given to hire these new resources.
- Re-negotiated with Harris Group, a commitment to the project. The Department has signed an agreement with Harris Group to take over the project in all phases and speed up the timeline for no additional cost to the County.

Challenges:

- Capacity Constraints: The current DoIT subject matter experts (SME) currently working on the SCIPS Replacement Project have other daily legacy SCIPS duties that pull them away from working of the replacement project to the extent that they are only working 40-50% of their time on this project. The offer from Harris Group to staff Phase 0 will allow the current SCIPS staff to focus on cross training new hires, support ongoing SCIPS operations, and provide SME direction to the Harris consulting team.

Mitigation: DoIT is in the process of hiring up to five limited-term staff members via a combination of County hiring and Managed Service Provider hiring through our existing contract with Avenu. Most of these new hires will be taken on to perform the daily legacy SCIPS duties which will allow the current DoIT SME's to spend more time on the migration project.

- Upcoming Retirements: Four of the current SCIPS SME are eligible for retirement in 2020/2021. Each SME has around 20 years' experience specific to the legacy SCIPS system. The system is "homegrown" and it would be difficult to find new hires who could be as effective without a lot of training.

Mitigation: The Department has been approved to hire new DoIT resources to help mitigate this risk, for succession planning.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$1,425,518 or 72.7% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. These funds will be utilized by the Department to continue work on Phases 0 through 2 of the implementations of the new property tax system.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
OTHER FINANCING SOURCES	0	1,961,526	3,387,044	1,425,518	72.7%
TOTAL REVENUES	0	1,961,526	3,387,044	1,425,518	72.7%
APPROPRIATIONS					
SERVICES AND SUPPLIES	240,545	882,000	552,000	(330,000)	(37.4%)
OTHER CHARGES	0	319,473	653,022	333,549	104.4%
F/A - INTANGIBLES	0	280,053	1,867,022	1,586,969	566.7%
INTRA-FUND TRANSFERS	0	480,000	315,000	(165,000)	(34.4%)
TOTAL APPROPRIATIONS	240,545	1,961,526	3,387,044	1,425,518	72.7%
NET CHANGE	(240,545)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget unit.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time, it is unclear how COVID-19 will impact the SCIPS Replacement Project budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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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:

FY2019/20 Midyear Projection:	34,337,990
FY2020/21 Recommended:	19,241,174
County General Fund Contribution:	6,385,000
Percent County General Fund Supported:	33.2%
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 FY2019/20, projects and studies completed or anticipated to be completed by June 30,2020 includes

- Above Ground Fuel Tank Removal at Rio Vista and Dixon Corp Yards 940 St. Francis Way, Rio Vista
580 North 1st Street, Dixon
- Fairfield Library Mechanical Equipment Replacement 1150 Kentucky Street, Fairfield
- Family Justice Center HVAC Replacement 604 Empire Street, Fairfield
- Former Weights and Measures Building Demolition 540 Fairgrounds Drive, Vallejo
- Juvenile Detention Facility Roof Re-Coating- Bldg A, B & C 740 Beck Avenue, Fairfield
- Law & Justice Hot Water Piping Replacement - Phase 1 500 Union Avenue, Fairfield
- Main Jail HVAC Unit Replacement 500 Clay Street, Fairfield
- Installation of Additional Water Filling Stations Various H&SS Facility
- North Texas Corp Yard New Security Access Gate 3255 North Texas Street, Fairfield
- Post Office Interior Access and Exterior Building Painting (Phase II) 600 Kentucky Street, Fairfield
- Public Works Roof Gutter and Downspout Replacement 3255 North Texas Street, Fairfield
- Registrar of Voters Processing Center Relocation 675 Texas Street, Fairfield
- Solano County Fairgrounds Grandstands, Stables and Site Demolition 900 Fairgrounds Drive, Vallejo
- Vacaville Veterans Facility Improvements and Renovations 549 Merchant Street, Vacaville
- William J. Carroll Government Center Elevator Control Upgrades 1119 East Monte Vista Avenue, Vacaville
- Animal Care HVAC and Interior Improvements 2510 Claybank Road, Fairfield
- Claybank Detention HVAC/Controls Replacement 2500 Claybank Road, Fairfield
- Claybank Domestic Hot Water Boiler Replacement 2500 Claybank Road, Fairfield

1700 – Fund 006-Accumulated Capital Outlay (ACO)**Functional Area Summary**

Megan M. Greve, Director of General Services
Plant Acquisition

- | | |
|---|--------------------------------|
| • Claybank Warehouse Freezer Replacement | 2500 Claybank Road, Fairfield |
| • Cordelia Warehouse Roof Re-Coating | 2543 Cordelia Road, Fairfield |
| • County Administration Center Grand Staircase Handrails | 675 Texas Street, Fairfield |
| • Downtown Jail Emergency Generator Replacement & Underground Fuel Storage Tank Removal | 500 Union Avenue, Fairfield |
| • Fleet Light Equipment Facility Roof Recoating | 477 N. Texas Street, Fairfield |
| • Health & Social Services Headquarters Building Exterior Repainting | 275 Beck Avenue, Fairfield |
| • Health & Social Services Substance Abuse Services Re-carpeting | 2101 Courage Drive, Fairfield |
| • Juvenile Detention Facility - New Foundations Shade Structure | 740 Beck Avenue, Fairfield |
| • Mental Health Facility HVAC Boiler Replacement | 2101 Courage Drive, Fairfield |

WORKLOAD INDICATORS

In FY2020/21, previously approved and funded projects in process include:

- | | |
|--|---------------------------------|
| • County Administration Center Grand Staircase Handrails | 675 Texas Street, Fairfield |
| • 1150 Kentucky Library Space Conversion | 1150 Kentucky Avenue, Fairfield |
| • Library Literacy Program Space Conversion | 1150 Kentucky Avenue, Fairfield |
| • 701 Texas Street Building HazMat Remediation | 701 Texas Street, Fairfield |
| • Claybank Detention Campus Perimeter Fence Replacement | 2500 Claybank Road, Fairfield |
| • Claybank Detention Housing Unit Shower Replacement | 2500 Claybank Road, Fairfield |
| • County Facility Systems Optimization Assessment | Countywide |
| • County Facilities Energy Audit & Conservation Generation | Countywide |
| • Department of Child Support Services Relocation | 675 Texas Street, Fairfield |
| • Downtown Jail Elevator Upgrades | 500 Union Avenue, Fairfield |
| • Downtown Jail Housing Unit Shower Replacement | 500 Union Avenue, Fairfield |
| • Downtown Jail Security Camera Updates - Phase 3 & 4 | 500 Union Avenue, Fairfield |
| • Justice Campus Asset Flood Protection | 550/600 Union Avenue, Fairfield |
| • Juvenile Detention Security System Upgrades | 740 Beck Avenue, Fairfield |
| • Law and Justice Hot Water Piping Replacement - Phase 2 | 500 Union Avenue, Fairfield |

Functional Area Summary

1700 – Fund 006-Accumulated Capital Outlay (ACO)

Megan M. Greve, Director of General Services
Plant Acquisition

• Law and Justice HVAC Controls Assessment	530 Union Avenue, Fairfield
• 510/512 Clay Street Building Exterior Repainting	510/512 Clay Street, Fairfield
• Claybank Detention AHU Replacement and Duct Repair	2500 Claybank Road, Fairfield
• County Administration and Events Center Security Camera Updates	675/601 Texas Street, Fairfield
• Juvenile Detention Facility Interior Repainting	740 Beck Avenue, Fairfield
• H&SS Headquarters Security Camera Updates	275 Beck Avenue, Fairfield
• H&SS Headquarters Roof Recoat	275 Beck Avenue, Fairfield
• Claybank Detention Campus Perimeter Fence Replacement	2500 Claybank Road, Fairfield
• Downtown Jail Intake Area Reconfiguration Study	500 Union Avenue, Fairfield
• Forensic Laboratory Upgrades Study	500 Union Avenue, Fairfield
• Vallejo Court Facility Operation Study	321 Tuolumne Street, Vallejo
• CAC Space Utilization Study	675 Texas Street, Fairfield
• Countywide Card Access System Upgrade	Countywide
• County Regional Health Services Facility Study	1119 Monte Vista Avenue, Vacaville
• Health Services and Clinic Facility Study	2201 Courage Drive, Fairfield
• Justice Campus Site and Facility Utilization Assessment	550/600 Union Avenue, Fairfield
• Juvenile Detention Campus Site and Facility Assessment	740 Beck Avenue, Fairfield
• Juvenile Detention Facility Shower Modification	740 Beck Avenue, Fairfield
• Juvenile Detention Facility Training Room Modification	740 Beck Avenue, Fairfield
• North Texas Corporation Yard Roof Replacement	3255 North Texas Street, Fairfield
• Solano Residential Mental Health Diversion Facility	2201 Courage Drive, Fairfield

1700 – Fund 006-Accumulated Capital Outlay (ACO)**Functional Area Summary**

Megan M. Greve, Director of General Services
Plant Acquisition

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CAPITAL PROJECTS	18,893,379	11,648,741	17,528,407	5,879,666	50.5%
TOTAL REVENUES	18,893,379	11,648,741	17,528,407	5,879,666	50.5%
APPROPRIATIONS					
CAPITAL PROJECTS	14,691,359	10,202,903	19,241,174	9,038,271	88.6%
TOTAL APPROPRIATIONS	14,691,359	10,202,903	19,241,174	9,038,271	88.6%
NET CHANGE					
CAPITAL PROJECTS	(4,202,020)	(1,445,838)	1,712,767	3,158,605	(218.5%)
NET CHANGE	(4,202,020)	(1,445,838)	1,712,767	3,158,605	(218.5%)

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$5,879,666 or 50.5% in revenues and an increase of \$9,038,271 or 88.6% in appropriations when compared to the FY2019/20 Adopted Budget, this is primarily attributed to the new projects recommended for funding.

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:

- \$3,227,094 from property taxes. The Budget reflects an increase of \$127,972 or 4.1% when compared to FY2019/20 Adopted Budget.
- \$68,086 from Revenue from Use of Money for interest income.
- \$6,325,100 primarily attributable to grant funds from the State to fund the construction of the Solano Residential Mental Health Diversions Facility.
- \$1,502,309 Other Financing Sources for Transfers-In, \$578,000 from Criminal Justice Temporary Construction Fund, \$784,309 from Department of Child Support Services and \$140,000 from Resource Management to fund their requested projects for FY2020/21.
- \$6,385,000 in Transfers-In – County Contribution from County General Fund – Capital Renewal Reserve to fund several recommended capital projects for FY2020/21.

Primary Costs

The primary costs in the ACO budget include the direct and indirect costs for each facility improvement project. The projects are driven by the need for construction of new county facilities for new or evolving programs, renovations, major repairs and other improvements to support delivery of County services, major repairs, and major equipment replacements that add value or extend the useful life of real property assets.

The Preliminary Recommended Budget includes the following new appropriations for administration and capital projects, which were presented to the Board as part of the 5 Year Capital Facilities Improvements Plan (CFIP) on March 24, 2020.

Functional Area Summary

1700 – Fund 006-Accumulated Capital Outlay (ACO)

Megan M. Greve, Director of General Services
Plant Acquisition

1701- Other Financing Uses

Appropriations of \$1,360,257 include:

- Transfer-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.
- Transfer-out of \$3,377 to cover the costs of County Administrative Overhead for the Public Art Budget.
- Countywide Administration Overhead (A 87) expenses of \$400,437 estimated for FY2020/21.
- \$28,885 for property tax administration fees; \$20,000 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, and \$58 for estimated CAC building charges.

1665- DCSS Relocation to the 5th floor CAC

- \$839,309 funded by the State thru Department of Child Support Services in the amount of \$784,309 to cover construction and \$55,000 (re-budget from FY2019/20) funded by ACO to cover lease costs at 435 Executive Court North in Fairfield from July-December 2020 while construction is underway. The rollover of remaining appropriations at 2020 year-end closing will be reduced by this amount.

1672- Miscellaneous Projects

- \$75,000 funded by Accumulated Capital Outlay (ACO) Fund to support emergency project requests during the fiscal year that have not otherwise been previously funded.

1675- Juvenile Detention Facility Shower Modification (Bldg. C)

- \$610,000 funded by ACO Fund to update plumbing to meet current building code.

1677- Juvenile Detention Facility Interior Repainting (Bldg. A)

- \$240,000 funded by General Fund – Capital Renewal Reserve to repaint interior walls after making any necessary repairs.

1684- County-Wide Card Access System Upgrade

- \$1,400,000 funded by ACO Fund to update obsolete access system hardware and software.

1685- Claybank Detention AHU Replacement and Duct Repair

- \$1,960,000 funded by General Fund – Capital Renewal Reserve to replace aging heating, ventilation and air conditioning system (HVAC), repair duct work and update controls.

1688- Forensic Laboratory Updates

- \$85,000 funded by Criminal Justice Temporary Construction Fund to provide facility improvement recommendations and assess equipment and layout.

1705- H&SS Headquarters Security Camera Updates

- \$585,000 funded by General Fund – Capital Renewal Reserve Fund to replace outdated camera system with new up-to-date system.

1722- County Administration Building & Events Center Security Camera Updates

- \$1,400,000 funded by General Fund – Capital Renewal Reserve Fund to replace outdated camera system with new up to date system.

1729- Fleet Heavy Equipment Roof Replacement

- \$140,000 funded by Resource Management (Road Fund) to cover the cost for a new roof at the Fleet Heavy Equipment Shop located at 3255 North Texas Street in Fairfield.

1740- Claybank Detention Campus Perimeter Fence Replacement

- Additional \$300,000 by the Criminal Justice Temporary Construction Fund to support the replacement of the existing fence.

**Megan M. Greve, Director of General Services
Plant Acquisition**

1741- H&SS Headquarters Roof Recoat

- \$90,000 funded by General Fund – Capital Renewal Reserve to coat the existing roof on the building at 275 Beck Avenue in Fairfield to extend its useful life.

1748- 510/512 Clay Street Building Exterior Repainting

- \$110,000 funded by General Fund – Capital Renewal Reserve to reseal and paint the exterior of the buildings.

1775- Downtown Jail Intake Area Reconfiguration (Booking)

- \$105,000 funded by the Criminal Justice Temporary Construction Fund to provide a concept study for layout, improvements and recommendations for the booking area in the Fairfield Downtown Jail.

1782- Vallejo Court Facility Operation Review (Holding Rooms)

- \$88,000 funded by Criminal Justice Temporary Construction Fund to provide a concept study for layout, improvements and recommendations for the court holding rooms in the Vallejo Court Facility.

1783- Solano Residential Mental Health Diversion Facility

- \$6,301,108 funded by Community Services Infrastructure Grant Program – to create a new behavioral health residential treatment campus to serve justice-involved individuals with mental health conditions to provide an alternative to incarceration.

1788- Justice Campus and Facility Utilization Assessment

- \$100,000 funded by ACO Fund to cover the costs of an assessment study for the site layout and facility re-use recommendations and improvements.

1791- Justice Campus Asset Protection

- Additional \$2,000,000 funded by General Fund – Capital Renewal Reserve to support the design documents phase, infrastructure and civil work.

1797- Juvenile Detention Campus Site and Facility Assessment

- \$100,000 funded by ACO Fund to cover the costs of an assessment study for the site layout and recommendations for facility re-use and improvements (Phase I).

1798- H&SS Public Reception Update (H&SS 27- CAC -10)

- \$975,000 represents the remaining balance of the \$1,000,000 for the security projects funded FY 2019/20 that will be re-budgeted to fund the renovation of all Health & Social Services public lobbies to provide improved security.

1970- Health Services and Clinic Study

- \$100,000 funded by ACO Fund to cover the cost of an assessment study to provide site layout, space needs, and recommendations for the new facility developments intended to replace a building that does not meet current program service needs.

1971- County Regional Health Service Facility

- \$100,000 funded by ACO Fund to cover the costs of the assessment study to provide site layout, space needs and recommendations for the new facility developments.

1972- Juvenile Detention Facility Training Room Modification (Bldg. 2)

- \$77,000 funded by ACO Fund to modify/redesign the interior common room to accommodate youth vocational training program instruction.

1973- CAC Space Utilization Study (Ground, 2nd, and 6th floors)

- \$100,000 funded by Accumulated Capital Outlay Fund to cover the costs of the study to assess space utilization, layout and security recommendations and improvements for the CAC Building in Fairfield.

Functional Area Summary

1700 – Fund 006-Accumulated Capital Outlay (ACO)

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Contracts

- Significant contracts are appropriated in each project recommended for FY2020/21. The Department seeks board approval during the year prior to awarding the contract.

Fixed Assets

- Fixed Assets are appropriated in each project recommended for FY2020/21.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	2,997,547	3,099,122	3,227,094	127,972	4.1%
REVENUE FROM USE OF MONEY/PROP	327,044	200,000	68,086	(131,914)	(66.0%)
INTERGOVERNMENTAL REV STATE	5,659,731	24,214	6,325,100	6,300,886	26021.7%
INTERGOVERNMENTAL REV FEDERAL	687	717	635	(82)	(11.4%)
INTERGOVERNMENTAL REV OTHER	7,704	14,988	11,000	(3,988)	(26.6%)
CHARGES FOR SERVICES	0	11,700	9,183	(2,517)	(21.5%)
MISC REVENUE	954,560	0	0	0	0.0%
OTHER FINANCING SOURCES	770,666	620,000	1,502,309	882,309	142.3%
GENERAL FUND CONTRIBUTION	8,175,440	7,678,000	6,385,000	(1,293,000)	(16.8%)
TOTAL REVENUES	18,893,379	11,648,741	17,528,407	5,879,666	50.5%
APPROPRIATIONS					
SERVICES AND SUPPLIES	1,423,953	2,952,705	2,299,385	(653,320)	(22.1%)
OTHER CHARGES	607,151	350,730	502,995	152,265	43.4%
F/A BLDGS AND IMPRMTS	11,067,275	5,995,000	10,135,417	4,140,417	69.1%
F/A EQUIPMENT	687,743	0	5,345,000	5,345,000	0.0%
OTHER FINANCING USES	905,237	904,468	958,377	53,909	6.0%
TOTAL APPROPRIATIONS	14,691,359	10,202,903	19,241,174	9,038,271	88.6%
NET CHANGE	(4,202,020)	(1,445,838)	1,712,767	3,158,605	(218.5%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the ACO budget in FY2020/21.

Capital Projects Management Division (CPM) continues to monitor for impacts from COVID-19. While maintaining optimism relative prosecution of the work, CPM recognizes that remote work practices, social distancing, evolving jobsite safety protocols and supply chain disruption nevertheless contribute to uncertainties. Current projects have experienced impacts that are so far manageable. Going forward, remote work practices present new challenges in coordinating work among consulting architectural, engineering and construction management teams. Previously established quality control procedures are requiring ad hoc adaptation to accommodate new remote work flow processes. Project scopes require attentive management, as ever, to conserve budget contingencies in the face of potential unforeseen conditions, errors and/or omissions in project design documents. Project schedule contingencies are also advisable to allow for potential unanticipated project team turn-over, reductions in on-site construction personnel and/or delays in materials availability. Meanwhile, County public works opportunities may receive increased attention from the construction contracting community. In addition to in-house project management staff,

1700 – Fund 006-Accumulated Cap. Outlay (ACO) Summary of Other Administered Budgets
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external project and construction management resources remain available, allowing flexible responses to the current atypical project delivery environment.

Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1630 PUBLIC ART	5,906	5,220	3,617	(1,603)	(30.7%)
1820 FAIRGROUNDS DEVELOPMENT PROJ	1,500,000	8,446,898	7,946,898	(500,000)	(5.9%)
2490 HSS CAPITAL PROJECTS	21,045	0	0	0	0.0%
1760 PUBLIC FACILITIES FEES	9,631,623	5,832,911	5,714,460	(118,451)	(2.0%)
4130 CJ FAC TEMP CONST FUND	406,383	387,108	302,912	(84,196)	(21.8%)
4140 CRTHSE TEMP CONST FUND	389,958	375,961	299,674	(76,287)	(20.3%)
APPROPRIATIONS					
1630 PUBLIC ART	7,835	4,468	3,377	(1,091)	(24.4%)
1820 FAIRGROUNDS DEVELOPMENT PROJ	4,829,884	2,861,985	3,094,566	232,581	8.1%
2490 HSS CAPITAL PROJECTS	581,570	166,542	0	(166,542)	(100.0%)
1760 PUBLIC FACILITIES FEES	1,961,426	1,821,190	1,800,897	(20,293)	(1.1%)
4130 CJ FAC TEMP CONST FUND	350,290	503,901	580,923	77,022	15.3%
4140 CRTHSE TEMP CONST FUND	246,964	399,810	398,418	(1,392)	(0.3%)
NET CHANGE					
1630 PUBLIC ART	1,928	(752)	(240)	512	(68.1%)
1820 FAIRGROUNDS DEVELOPMENT PROJ	3,329,884	(5,584,913)	(4,852,332)	732,581	(13.1%)
2490 HSS CAPITAL PROJECTS	560,525	166,542	0	(166,542)	(100.0%)
1760 PUBLIC FACILITIES FEES	(7,670,197)	(4,011,721)	(3,913,563)	98,158	(2.4%)
4130 CJ FAC TEMP CONST FUND	(56,093)	116,793	278,011	161,218	138.0%
4140 CRTHSE TEMP CONST FUND	(142,994)	23,849	98,744	74,895	314.0%

A summary of the budgets administered by the Accumulated Capital Outlay (ACO)'s Office is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

The purpose of this budget is to account for the purchase or commission of public art and the maintenance of public art within designated public areas owned by the County (Ordinance No. 1639, Chapter 5, and Section 5.5-5.6). The County budgets for public art in County facilities to promote the arts and culture in Solano County. For every capital construction project in excess of \$1 million, 1.5% of 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 ACCOMPLISHMENTSChallenges:

- Identification of a sufficient funding source for maintenance of public art is needed. Also, longer-term restoration costs for certain deteriorating works and associated logistical challenges of performing restoration under the supervision of the original artist remains challenging.

Accomplishments:

- No activities in FY2019/20 because the approved capital projects did not require public art components.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$1,603 or 30.7% in revenues and a decrease of \$1,091 or 24.4% in appropriations when compared to the FY2019/20 Adopted Budget.

There is no funding for new public art projects in FY2020/21. The appropriations represent charges to the Countywide Administrative Overhead and the revenues reflect estimated interest income and 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	847	750	176	(574)	(76.5%)
CHARGES FOR SERVICES	0	2	64	62	3100.0%
OTHER FINANCING SOURCES	5,059	4,468	3,377	(1,091)	(24.4%)
TOTAL REVENUES	5,906	5,220	3,617	(1,603)	(30.7%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	2,466	0	0	0	0.0%
OTHER CHARGES	5,369	4,468	3,377	(1,091)	(24.4%)
TOTAL APPROPRIATIONS	7,835	4,468	3,377	(1,091)	(24.4%)
NET COUNTY COST	1,928	(752)	(240)	512	(68.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

1820 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets

Birgitta E. Corsello, County Administrator
Plant Acquisition

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 acres site. This budget unit has been used to pay for the initial design, permitting process, and site preparation started in FY2017/18. 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.

Summary of Other Administered Budgets 1820 – Fund 107-Fairgrounds Development Project

Birgitta E. Corsello, County Administrator

Plant Acquisition

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 acres project site. SCD proposes to develop uses consistent with the Solano360 Specific Plan, which 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, 2016, 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 continues 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 acres 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, including an extension to expire 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 as 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.

In FY2017/18, the County entered into an amended and restated funding agreement with the 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 acres project site.

In April of 2018, the County solicited and received bids for the demolition of grandstands, horse barns and ancillary structures and awarded the contract for demolition in June 2018 with demolition anticipated to be completed in FY2018/19.

In FY2018/19, demolition of the grandstands, horse barns and ancillary structures was completed and site grading to collect site storm water was performed including installation of associated storm water conveyance infrastructure. The Project experienced some delays from wildfires in neighboring counties, which impacted PG&E abilities to demolish utility infrastructure and anticipated to issue a Notice of Completion in early FY2019/20.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The Solano360 Specific Plan conceptualized a revitalized Solano County Fairgrounds, including built and open space venues, and parking on 35 acres of the site. Also envisioned are a 144,000 square foot Exposition Hall built in two phases; a creek park and water feature adjacent to the private uses and the Fairgrounds; an Entertainment-Mixed Use retail/restaurant use on 18.8 acres; a major attraction Entertainment Commercial use on 30 acres; parking, transit facilities and public roads and; finally, improved drainage channels for the 149.1 acres.

During FY2019/20, the Board issued the Notice of Completion for the demolition of the grandstands, horse barns and ancillary structures and improvements for site grading to collect site storm water was performed including installation of associated storm

1820 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets

Birgitta E. Corsello, County Administrator
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water conveyance infrastructure. In January of 2020, the County, in conjunction with the City of Vallejo, issued a Request for Qualifications (RFQ) for development of the Solano360 Specific Plan. Four (4) responses were received, but due to impacts as a result of COVID-19, selection has been indefinitely postponed, and staff anticipates resuming with the Solano360 Implementation Committee on selection of a shortlist and starting the Request for Proposal process early in FY2020/21.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents decreases of \$500,000 or 5.9% in revenues and an increase of \$232,581 or 8.1% in appropriations when compared to the FY2019/20 Adopted Budget. The appropriations will be used for coordination of the Solano360 RFQ/RFP process, consultant services, permit fees, repair and renovation of existing Fair core buildings, and demolition costs for unused/obsolete facilities on an as needed basis as determined by the Board. The total General Fund loan for the Solano360 Project remains \$8.2 million.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
OTHER FINANCING SOURCES	1,500,000	7,946,898	7,946,898	0	0.0%
GENERAL FUND CONTRIBUTION	0	500,000	0	(500,000)	(100.0%)
TOTAL REVENUES	1,500,000	8,446,898	7,946,898	(500,000)	(5.9%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	4,706,377	2,733,877	3,021,500	287,623	10.5%
OTHER CHARGES	123,506	128,108	73,066	(55,042)	(43.0%)
TOTAL APPROPRIATIONS	4,829,884	2,861,985	3,094,566	232,581	8.1%
NET CHANGE	3,329,884	(5,584,913)	(4,852,332)	732,581	(13.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Long-Term Debt Proceeds revenue will remain at \$8.2 million to cover anticipated project costs for implementation of the Solano360 Specific Plan, and for repair, demolition and renovation of existing fair structures. These funds are part of the overall General Fund loan to the project approved in FY2017/18.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 - The Recommended Budget was prepared and submitted prior to COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Fairgrounds Development Project budget, specifically long term. But short term there were delays for several aspects of the FY2019/20 efforts. In January of 2020, the County, in conjunction with the City of Vallejo, issued a Request for Qualifications (RFQ) for development of the Solano360 Specific Plan. Four (4) responses were received, but due to impacts as a result of COVID-19, selection has been indefinitely postponed, and staff anticipates resuming with the Solano360 Implementation Committee on selection of a shortlist and starting the Request for Proposal process early in FY 2020/21 Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget presented herein based on additional analysis surrounding the impacts of COVID-19 prior to final approval of the FY2020/21 Adopted Budget.

The conditions of the existing Fairgrounds Facilities, which have continued to deteriorate 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.

County staff and appointed Board of Supervisor members of the Solano360 Implementation Committee will continue dialog with the Solano County Fair Association on Fair Governance of the Fairgrounds and determination of responsibilities for operation and maintenance of the Fairgrounds site.

FUNCTION AND RESPONSIBILITIES

This budget unit previously supported the renovation and construction of Health and Social Services facilities in Fairfield, Vacaville and Vallejo. Facility projects included construction of clinics and laboratories; 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.

All outlined projects have been completed and any remaining funds have been returned to appropriate funding sources. No further functions are anticipated for use of this budget unit or its corresponding contingency budget (Budget Unit 9149 – Fund 249). This budget will be deactivated at the end of FY2019/20.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no revenues and no appropriations for FY2020/21 as all projects have been completed and all remaining funds have been returned to appropriate funding sources.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	13,454	0	0	0	0.0%
CHARGES FOR SERVICES	7,591	0	0	0	0.0%
TOTAL REVENUES	21,045	0	0	0	0.0%
APPROPRIATIONS					
OTHER CHARGES	12,505	0	0	0	0.0%
OTHER FINANCING USES	569,065	166,542	0	(166,542)	(100.0%)
TOTAL APPROPRIATIONS	581,570	166,542	0	(166,542)	(100.0%)
NET CHANGE	560,525	166,542	0	(166,542)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

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, and Regional Transportation Part A and Part B.
- In FY2019/20 Solano County completed a 5-year Public Facilities Fee Study, required by the Mitigation Fee Act (Government Code section 66000, et. Seq), resulting in an update to the Public Facilities Fee rates.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$118,451 or 2% in revenues and a decrease of \$20,293 or 1.1% in appropriations when compared to the FY2019/20 Adopted Budget. The decrease in revenues is the result of a reduction in the anticipated FY2020/21 interest income in the Fund due to the impacts of COVID-19. Charges for Services revenues are budgeted based on estimated fee collections of \$5,616,155, consistent with the FY2019/20 Adopted Budget. This estimate is dependent on the impacts of COVID-19 on construction in the County and may be subject to further reduction.

Appropriations include:

- \$725,500 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.
- \$578,551 Transfers-Out to COP Debt Service (BU 8037) used to finance the County Administration Center (CAC) and improvements to the Central Utility Plant.
- \$450,000 from the PFF Vacaville Library District Division (BU 1764) to the Vacaville Library District for facility expansion and related debt.
- \$46,846 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	468,366	216,756	98,305	(118,451)	54.6%
CHARGES FOR SERVICES	8,594,192	5,616,155	5,616,155	0	0.0%
OTHER FINANCING SOURCES	569,065	0	0	0	0.0%
TOTAL REVENUES	9,631,623	5,832,911	5,714,460	(118,451)	2.0%
APPROPRIATIONS					
SERVICES AND SUPPLIES	81,546	1,275	2,050	775	(60.8%)
OTHER CHARGES	423,124	515,254	494,796	(20,458)	4.0%
OTHER FINANCING USES	1,456,756	1,304,661	1,304,051	(610)	0.0%
TOTAL APPROPRIATIONS	1,961,426	1,821,190	1,800,897	(20,293)	1.1%
NET CHANGE	(7,670,197)	(4,011,721)	(3,913,563)	98,158	(2.4%)

PENDING ISSUES AND POLICY CONSIDERATIONS

Several bills were introduced in the California State Legislature in early 2020 seeking to limit local government's ability to impose impact fees and/or to make modifications to reduce fees. The status of these bills varies, however, certain bills such as AB 3148 (Chiu) and AB 3145 (Grayson) were referred to committees prior to COVID-19. Department staff will continue to monitor these bills and their potential impact on Solano County's Public Facilities Fee.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. Revenue projections in the FY2020/21 Recommended Budget are consistent with the FY2019/20 Adopted Budget but may decline in FY2020/21 depending on new construction activity in Solano County. Additionally, Interest Income in the Fund has been reduced in anticipation of declines due potential economic impacts from COVID-19. At this time any further impacts from COVID-19 on the Public Facilities Fee budget remain unknown. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget presented herein based on additional analysis surrounding the impacts of COVID-19 prior to final approval of the FY2020/21 Budget.

**Megan M. Greve, Director of General Services
Justice/Detention & Corrections**

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 \$84,196 or 21.8% in revenues and an increase of \$77,022 or 15.3% in appropriations when compared to the FY2019/20 Adopted Budget. The increase in appropriations is due to the one-time Operating Transfers-Out 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).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	46,300	55,988	26,271	(29,717)	(53.1%)
REVENUE FROM USE OF MONEY/PROP	18,916	12,693	3,938	(8,755)	(69.0%)
CHARGES FOR SERVICES	341,167	318,427	272,703	(45,724)	(14.4%)
TOTAL REVENUES	406,383	387,108	302,912	(84,196)	(21.8%)
APPROPRIATIONS					
OTHER CHARGES	4,490	3,901	2,923	(978)	(25.1%)
OTHER FINANCING USES	345,800	500,000	578,000	78,000	15.6%
TOTAL APPROPRIATIONS	350,290	503,901	580,923	77,022	15.3%
NET CHANGE	(56,093)	116,793	278,011	161,218	138.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time, it is unclear how the COVID-19 emergency and related restrictions will impact the Criminal Justice Facilities Construction Fund budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

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 \$76,287 or 20.3% in revenues and a decrease of 1,392 or 0.3% in appropriations when compared to the FY2019/20 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.

See related Budget Unit 9120 - Fund 264 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	46,611	54,116	26,175	(27,941)	(51.6%)
REVENUE FROM USE OF MONEY/PROP	2,701	1,845	562	(1,283)	(69.5%)
CHARGES FOR SERVICES	340,646	320,000	272,937	(47,063)	(14.7%)
TOTAL REVENUES	389,958	375,961	299,674	(76,287)	(20.3%)
APPROPRIATIONS					
OTHER CHARGES	5,017	3,622	2,994	(628)	(17.3%)
OTHER FINANCING USES	241,947	396,188	395,424	(764)	(0.2%)
TOTAL APPROPRIATIONS	246,964	399,810	398,418	(1,392)	(0.3%)
NET CHANGE	(142,994)	23,849	98,744	74,895	314.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

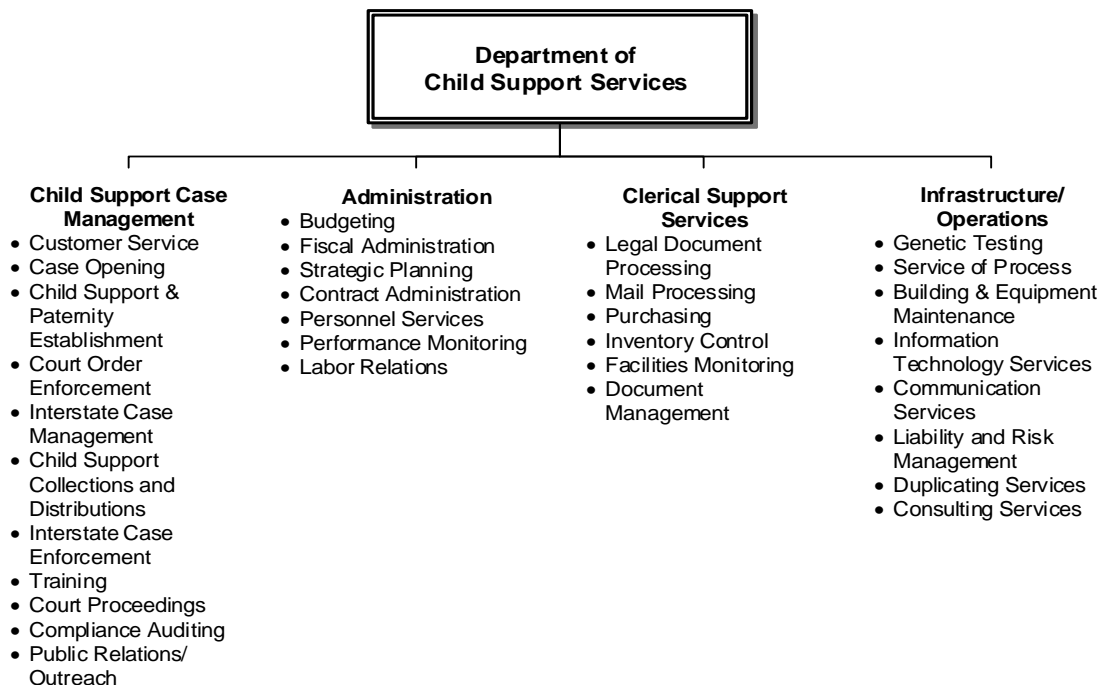
In FY2020/21 the fund is projected to generate sufficient revenue to fund the full contribution of \$395,424 to the 2017 Certificates of Participation (COP). If there is a shortfall in revenue in future years, the shortfall will be funded from a draw from debt service reserves.

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 continue to improve the County may be required to use additional General Fund monies or debt service reserves to satisfy debt service payments.

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time, it is unclear how the COVID-19 emergency and related restrictions will impact the Courthouse Temporary Construction Fund budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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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:

FY2019/20 Midyear Projection:	12,603,717
FY2020/21 Recommended:	13,837,246
County General Fund Contribution:	95,000
Percent County General Fund Supported:	0.7%
Total Employees (FTEs):	92

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. For underemployed or unemployed parents, services are available to assist parents in finding sustainable work through our partnership with the Workforce Development Board.

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 improving outcomes for children.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

In an effort to improve customer service and reduce building lease and operating expenses, plans are underway to relocate DCSS to the Solano County Administration Center (CAC) in FY2020/21. The move will benefit both the Department and County; the Department will gain from lower lease costs and improved customer access, while the County will benefit from the revenue generated from renting vacant office space.

Accomplishments:

DCSS's child support collections and performance continue to improve despite having lower staffing levels as a result of ongoing, continuous cost increases. This is the result of several factors, including fostering a work culture that inspires trust and innovation; having an empowered, engaged workforce; rigorously pursuing technology and automation to make business processes more efficient and effective; and participating in shared service agreements with other local child support agencies to leverage the strengths and resources of each agency.

- Received a Community Partner Award from the Solano Workforce Development Board for helping unemployed and underemployed parents owing child support in finding employment and debt relief through their program -- Unemployed No More!
- Provided continuity of services to customers during planned power outages through successful deployment of the Department's telework program.
- Worked in collaboration with the Solano County Superior Court to successfully expand electronic filing of court documents. This expansion allows for timely processing of court orders and other legal documents, thereby expediting the delivery of child support payments to families.
- Established a new partnership with Travis Air Force Base to support the military community with their child support needs.
- Distributed \$39,474,734 in child support payments in the Federal Fiscal Year (FFY) 2019, a \$1,235,297 (3%) increase in collections over FFY 2018, which represents needed money that helps families reach and maintain economic security.
- The Compromise of Arrears program collected \$112,186 in FFY 2019 that applied to reimbursement of public assistance funds.
- Achieved a collection rate of 71.34% on cases with past due child support, above the State average of 66.7%.

WORKLOAD INDICATORS

- During the period of October 2018 through September 2019 (FFY 2019), the Department opened and administered 2,000 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 15,494 child support cases throughout the year. Of those cases, 93.6% had child support orders established.
- During the same 12-month period, the Department:
 - Collected \$28,250,440 through income withholding orders in cooperation with employers.
 - Collected \$2,105,285 of delinquent child support owed through federal and State tax intercepts.
 - Collections per child support case averaged \$208 per month, compared to the Statewide average of \$183 per month.
 - With a staff of three attorneys, attended 1,476 court hearings to establish, modify, or enforce child support on behalf of children and families.
 - Reviewed 1,801 requests to review court ordered child support obligations due to a change in circumstances. Of those requests, 467 resulted in a modification of the monthly child support obligations that better reflected the parents' ability to pay.
 - Scanned 41,492 case documents into the Department's document imaging system, affording staff the ability to access files electronically, rather than store paper files.

Functional Area Summary

2480 – Fund 369-Department of Child Support Services Pamela Posehn, Director of Department of Child Support Services Judicial

- Achieved a cost effectiveness ratio of \$3.25, well above the State average of \$2.51. For every \$1.00 of State/federal money spent on the program, the Department collected and distributed \$3.25 for families.
- Directly assisted 6,032 customers in the office.
- Facilitated genetic testing for 262 customers.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
OPERATIONS	12,433,612	12,608,860	13,594,085	985,225	7.8%
TOTAL REVENUES	12,433,612	12,608,860	13,594,085	985,225	7.8%
APPROPRIATIONS					
CHILD SUPPORT CASE MANAGEMENT	7,551,290	8,243,815	8,374,875	131,060	1.6%
ADMINISTRATION	532,216	546,903	569,375	22,472	4.1%
CLERICAL SUPPORT SERVICES	2,204,305	2,194,930	2,283,729	88,799	4.0%
OPERATIONS	2,147,118	1,867,973	2,609,267	741,294	39.7%
TOTAL APPROPRIATIONS	12,434,929	12,853,621	13,837,246	983,625	7.7%
CHANGE IN FUND BALANCE					
CHILD SUPPORT CASE MANAGEMENT	7,551,290	8,243,815	8,374,875	131,060	1.6%
ADMINISTRATION	532,216	546,903	569,375	22,472	4.1%
CLERICAL SUPPORT SERVICES	2,204,305	2,194,930	2,283,729	88,799	4.0%
OPERATIONS	(10,286,494)	(10,740,887)	(10,984,818)	(243,931)	2.3%
CHANGE IN FUND BALANCE	1,317	244,761	243,161	(1,600)	(0.7%)

STAFFING					
CHILD SUPPORT CASE MGMT	70	69	69	0	0.0%
ADMINISTRATION	2	2	2	0	0.0%
CLERICAL SUPPORT SERVICES	23	22	21	(1)	(4.5%)
TOTAL STAFFING	95	93	92	(1)	(1.1%)

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$985,225 or 7.8% in revenues and an increase of \$983,625 or 7.7% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The Department receives 34% of its intergovernmental funding from the State and 66% from the federal government. However, the Recommended Budget includes a contribution from the Accrued Leave Payoff Fund for anticipated staff retirements and which enables the Department to leverage the dollars to draw down additional federal monies as part of the Federal Financial Participation (FFP) Match Program. Also included is County one-time funding, for a portion of FY2020/21, to offset extra rent costs from a new lease while work proceeds on the design and build out of new department space in the County Administration Center. These funds will also be leveraged to receive additional FFP funding. The Department's State funding may need to be revised as a result of COVID-19 Pandemic impacts on State and federal funding in FY2020/21.

Primary Costs

The FY2020/21 Recommended Budget includes a \$983,625 or 7.7% increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$235,983 or 2.2%. The increase is mainly due to negotiated and approved labor agreements resulting in increases in salaries and retirement costs, offset by the deletion of one vacant position during FY2019/20 and a decrease in overtime costs.

Pamela Posehn, Director of Department of Child Support Services

Judicial

- Services and Supplies reflect a decrease of \$97,762 or 6.3% primarily due to a change in costs related to the anticipated move to the Solano County Administrative Center in FY2020/21.
- Other Charges reflect an increase of \$56,034 or 16.7% primarily due to a change in costs related to the anticipated move to the Solano County Administrative Center in FY2020/21.
- Other Financing Uses reflect an increase of \$789,370 or 750.0% related to an Operating Transfer to the project budget related to the Solano County Administrative Center move, this is offset by revenue from the State. It should be noted this initial State contribution for FY2020/21 is uncertain because of the impact of the COVID-19 Pandemic on the State revenues. The Department is working with the County Administrator's Office on alternative funding for Board approval.

Contracts

The FY2020/21 Recommended Budget includes a total of \$123,424 or 0.9% in contracted services, which includes the following:

- \$89,000 for service of legal documents to customers.
- \$23,424 for janitorial services.
- \$11,000 to continue marketing and outreach efforts to promote child support services.

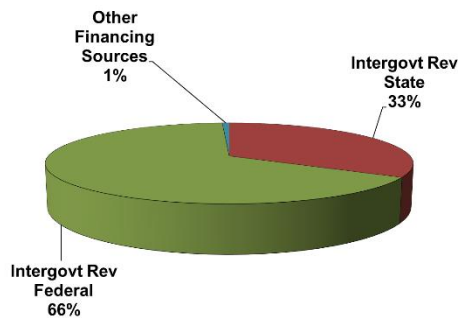
Fixed Assets

None.

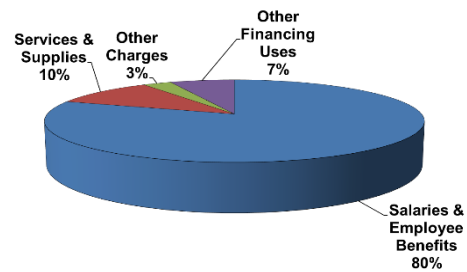
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



Functional Area Summary

2480 – Fund 369-Department of Child Support Services Pamela Posehn, Director of Department of Child Support Services Judicial

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	18,174	6,000	3,784	(2,216)	(36.9%)
INTERGOVERNMENTAL REV STATE	4,188,160	4,190,460	4,523,632	333,172	8.0%
INTERGOVERNMENTAL REV FEDERAL	8,129,955	8,317,037	8,971,169	654,132	7.9%
CHARGES FOR SERVICES	96,607	2,500	500	(2,000)	(80.0%)
MISC REVENUE	715	0	0	0	0.0%
OTHER FINANCING SOURCES	0	0	55,000	55,000	0.0%
GENERAL FUND CONTRIBUTION	0	92,863	40,000	(52,863)	(56.9%)
TOTAL REVENUES	12,433,612	12,608,860	13,594,085	985,225	7.8%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	10,181,334	10,872,616	11,108,599	235,983	2.2%
SERVICES AND SUPPLIES	1,706,012	1,539,880	1,442,118	(97,762)	(6.3%)
OTHER CHARGES	448,721	335,877	391,911	56,034	16.7%
OTHER FINANCING USES	98,861	105,248	894,618	789,370	750.0%
TOTAL APPROPRIATIONS	12,434,928	12,853,621	13,837,246	983,625	7.7%
CHANGE IN FUND BALANCE	1,316	244,761	243,161	(1,600)	(0.7%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Department is anticipating several staff retirements in FY2020/21. 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). The Recommended Budget also includes a County contribution of \$55,000, which will be used to offset increased rent costs due to the delay in the Department moving to the County Administration Center. These funds can also be leveraged to receive additional FFP funding. Absent the contributions and accompanying federal matches, the Department asserts that services will be negatively impacted.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2019/20 Budget are provided below.

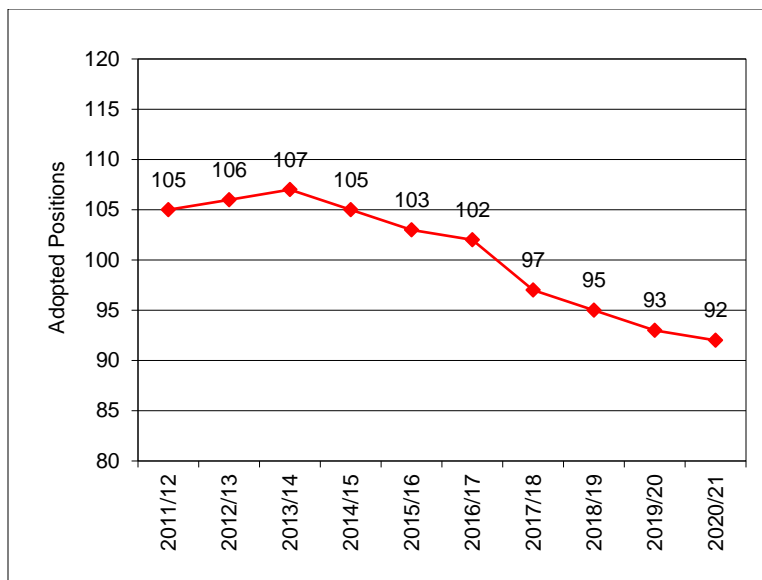
On March 10, 2020, the Board approved the following position changes:

- Deleted 1.0 FTE Child Support Specialist (Senior)
- Deleted 1.0 FTE Accounting Clerk II
- Added 1.0 FTE Child Support Specialist

Both deleted positions are currently vacant. After careful review, the Department determined that the work done by both positions could be absorbed by the remaining staff.

There are no changes in position allocation for FY2020/21.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Additional Program Funding

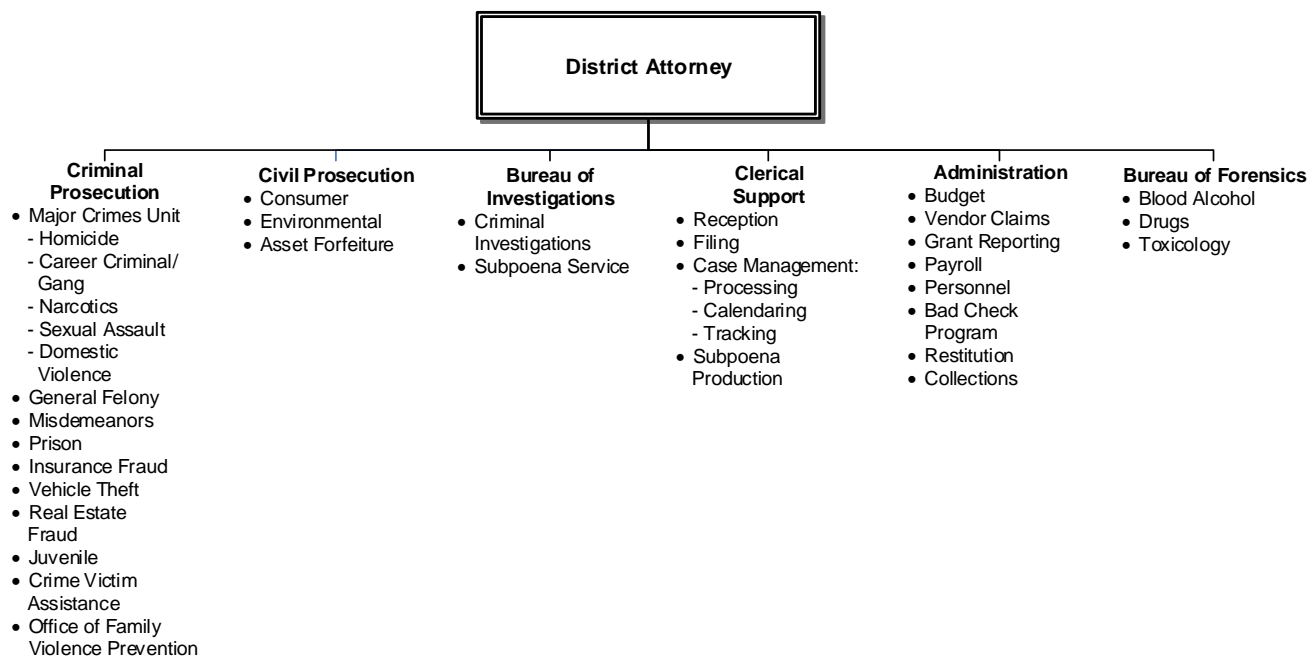
In January 2020, Governor Newsom's Proposed FY2020/21 budget which provided an additional \$19.1 million in funding for California's child support program. Federal financial participation will add an additional \$36.9 million, bringing the total additional funding to \$56 million. The proposed increase is the second of a three-year planned expansion of funds for Local Child Support Agency administrative costs. The Governor's May Revised Budget may include revisions to the State budget that could change the contribution for FY2020/21 because of the economic impacts of the response to the COVID-19 Pandemic.

As reported last year, via a joint effort between the Child Support Directors Association (CSDA) and State DCSS, a funding methodology was developed to support the additional funding. Slight modifications of the methodology are in process. As a result, Solano County DCSS is expected to receive slightly less additional funding. This change is reflected in the Recommended Budget.

Proposed Trailer Bill Language

Current law requires the first \$50 of any amount of child support collected in a month in payment of the required child support obligation for that month to be paid to the recipient of CalWORKs and prohibits this amount from being considered income or being deducted from the amount of aid to which the family would otherwise be eligible. The Budget proposes to increase the amount of child support payments passed through to CalWORKs families, effective January 1, 2022, to \$100 for a family with one child and \$200 for a family with two or more children.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Department of Child Support Services budget, more specifically additional funding originally proposed in the State Budget, current caseloads, and support revision review requests. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.



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:

FY2019/20 Midyear Projection:	27,008,749
FY2020/21 Recommended:	29,329,460
County General Fund Contribution:	17,897,488
Percent County General Fund Supported:	61.0%
Total Employees (FTEs):	142

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: homicide, family protection, general felony, misdemeanors, DUI prosecutions, auto theft prosecutions, 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 seek and do justice for victims of crime.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges

- State laws that have taken effect in recent years that continue to increase the District Attorney's responsibilities to the courts, defense, law enforcement, crime victims, and the public.
 - Senate Bill 1437 Accomplice Liability for Felony Murder provides for the re-sentencing of an individual who has been convicted of or facing murder charges on a Felony Murder or Natural and Probable Consequences theory. The District Attorney's Office has received 50 petitions thus far from inmates seeking release, which has pulled much needed resources to research, respond, and file all appropriate motions into both the trial and appellate court.

- Senate Bill 1391 Juvenile Fitness for Juvenile Court precludes any 14- and 15-year-old from being prosecuted in adult court for any violent offense.
- Senate Bill 1810 Mental Health Diversion. The new law provides a pathway for individuals with mental health conditions who have been charged in a crime when the illness was a contributing factor to committing the offense, to enter a mental health treatment program. Upon successful completion of this program, the charges will be dropped. The District Attorney's Office is working with criminal justice partners to implement the new law.
- Senate Bill 10 Elimination of Cash Bail is set for a statewide vote in November of 2020. The bill would authorize a prosecuting attorney to file a motion seeking the pretrial detention of a person in certain circumstances, including when the person has been charged with a capital crime. The bill would require a hearing be held to determine whether to release the person pending trial, unless the person waives the hearing. If Senate Bill 10 passes, this will dramatically increase motions and hearings regarding pretrial release.
- On April 6, 2020, the California Judicial Council adopted Emergency Rule 4 which states bail for all misdemeanor and felony offenses must be set at \$0, with exceptions, in an effort to combat the spreading of COVID-19 in local jails across the state. The District Attorney's responsibility is to protect the health of those in our community, which includes those who are incarcerated. However, it is also the District Attorney's responsibility to ensure the public safety of all citizens of Solano County. The District Attorney's Office opposes any release that would pose a threat to public safety. Despite the reduction in court operations, there has been a drastic increase in defendant requests for release. This has caused a significant increase in the workload of the Department as they continue to object to inappropriate early releases.

Accomplishments

- City of Benicia's Neighborhood Court Program: The Solano County District Attorney's Office continues to administer its Neighborhood Court Program. The 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, while resolving the case outside of the criminal justice system. In 2019, Benicia Police Department referred 6 offenders of which 5 completed the program.
- City of Vacaville's Neighborhood Court Program: The Neighborhood Court Program has been expanded to include the City of Vacaville in partnership with the Solano County District Attorney's Office and the Vacaville Police Department. By expanding the use of community-based Restorative Justice, the District Attorney's Office is working towards a goal of diverting more low-level offenders outside of the criminal justice system. Since its inception, the Vacaville Police Department has forwarded a total of 15 cases to the Neighborhood Court Program, with 7 offenders opting into and completing the program and 4 offenders currently awaiting scheduling of their panel conferences.
- 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., a 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. The District Attorney continues to dedicate a part-time investigator who exclusively handles investigations of elder abuse.
- School Safety Symposium: On October 9, 2019, the District Attorney's Office, Solano County Office of Education, Federal Bureau of Investigations, Vacaville Police Department, Solano County Probation, Solano County Sheriff's Office, and Solano County Health & Social Services hosted a School Safety Symposium in Vacaville. Over 300 people, including faculty representing local schools, local law enforcement, and the public attended the forum. Symposium topics included Behavioral Indicators, Behavioral Threat Assessment Teams, and Pre-Attack Behaviors of Active Shooters.
- Human Trafficking Summit: On April 17, 2019, the District Attorney's Office was part of a panel of guest speakers at the Human Trafficking Summit: Education and Awareness event in Rio Vista. A veteran Sexual Assault and Human Trafficking Deputy District Attorney and the Director of the Solano Family Justice Center presented information on how to recognize human trafficking, resources and programs available for victims of human trafficking, and steps that members of the community can take to help prevent human trafficking.

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- Community Prosecutor: The District Attorney's Office continues to assign an attorney to address community quality of life issues. 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 partnerships that will assist in identifying and implementing strategies for addressing crime and quality of life issues. In 2019, Community Prosecutor Matt Olsen received a Crime Prevention Through Environmental Design (CPTED) Professional Designation from the National Institute of Crime Prevention after successfully completing a 40-hour basic course and a 24-hour advanced training course. CPTED principles and best practices focus on reducing crime through urban and environmental design and the management and use of those built environments to reduce victimization and deter offenders.
 - Consumer and Environmental Crimes Unit: The following are some of the many settlements which occurred between January 2019 to February 2020:
 - In November 2019, a Stipulated Judgement was reached in a civil enforcement action against PS Orangeco Inc., the owner of Public Storage self-storage rental facilities for price gouging related to the Northern California Wildfires in October 2017. Solano, Napa, and Sonoma County District Attorneys jointly brought the civil enforcement action against PS Orangeco, Inc., for price gouging in violation of Penal Code Section 396. The corporation was ordered to pay \$140,000 in civil penalties and costs for the violation and prohibited from committing any future violations. PS Orangeco, Inc. issued full refunds to all customers in the three counties who were charged more than 10% of the price charged immediately prior to the wildfires and were also provided a courtesy credit.
 - On March 4, 2020, a default judgment in the amount of \$150,402 was entered against Del Schultz of Glendale, AZ in a civil enforcement action. Schultz was the owner and responsible party of a derelict barge being used for unlicensed marine salvage in the Suisun Slough which was leaking hydraulic oil into the waters of the state. In September 2015, deputies from the Solano County Sheriff's Marine Patrol and Environmental Crimes Unit discovered the barge in a partially sunken state in the area of Stone Cove Island. Schultz failed to act to mitigate the oil spill and was found liable for a violation of Government Code §8670.66. The judgment included civil penalties, restitution for clean-up costs, as well as investigative costs incurred by the Solano County Sheriff's Office and the California Department of Fish and Wildlife's Office of Spill Prevention and Response.
 - County Victim Services Grant Program: This program funded by a grant from the California Office of Emergency Services (CalOES) County Victim Services (XC) Program provides services to fill gaps in victim services by increasing victim advocacy on middle and high school campuses in Solano County, and 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, 2020.
 - Outreach Efforts and Community Activities: The District Attorney's Office outreach efforts and community activities included:
 - Pursuit of Justice forums, which provide opportunities for citizens to discuss community concerns with the District Attorney's Office.
 - Brown Act Forum.
 - Career Days and Career Fairs at Buckingham Charter School and Fairfield-Suisun Unified School District High Schools.
 - Informational booths at the Dixon May Fair, Vacaville Fiesta Days, Solano County Fair, Grillin' & Chillin' street fair in Dixon; and the Hog August Bites street fair in Rio Vista.
 - Fairfield Police Department Homeless Outreach Partnership Event Community Resource Fair.
 - Fairfield-Suisun Unified School District Back to School Community Resource Fair.
 - New Dawn Fall Community Festival & Mental Health/Suicide Awareness Conference at Dixon's Living Hope Church.
 - Earth Day Clean-Up in partnership with the Solano Resource Conservation District.
 - Volunteering at New Dawn Vallejo's Late Night Basketball program.

- Sexual Assault Awareness Forum to discuss ways families in Solano County can keep their children safe from potential abuse.
- 4th Annual Elder Justice Forum featuring speakers from multiple disciplines on how to both recognize and avoid 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.
- 5th Annual Health Fair in partnership with the Family Justice Center.
- 3rd Annual “The Power of Kindness” video contest, a collaboration between the District Attorney and the District 4 Supervisor 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 staff partnered with local law enforcement in Suisun, Vacaville, Vallejo, Benicia, Fairfield, and Dixon to strengthen the partnership between law enforcement and the community.
- Volunteer Mentorship at Jesse Bethel High School’s Law Academy.
- 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). Program staff are assigned to both the Fairfield and Vallejo offices. The CalOES Underserved Victims Grant Program continues to fund two advocates fluent in Tagalog and Spanish to support limited English proficient Tagalog and Spanish speaking victims with services, programs, and individualized support. In 2019 the Program added a grant funded position tasked with creating and implementing policies to support victims if a critical incident were to occur in Solano or surrounding counties. In 2019 the Program received 2,517 new cases, provided support for 224 families of homicide victims, 938 victims of domestic violence, 136 adult victims of sexual assault, and 261 child victims of sexual assault and their families. The Program also filed 157 new Victim Compensation Board claims, accompanied 809 victims to court, and assisted 261 victims with restitution claims.

WORKLOAD INDICATORS

In 2019, the District Attorney:

- Received and reviewed 16,695 cases, a 1,479 decrease from the previous year.
- Filed 2,581 felony cases and 5,326 misdemeanor cases.
- The forensic laboratory received the following submissions:

Alcohol:	1,243 requests for analysis (decrease of 11% over 2018)
Controlled Substances:	917 requests for analysis (decrease of 20% over 2018)
Toxicology Screening:	544 requests for analysis (decrease of 13% over 2018)
Toxicology Confirmation:	503 requests for confirmation (increase of 0.8% over 2018)
- As of March 2020, the District Attorney’s Major Crimes Unit had 45 active homicide cases.

Functional Area Summary

6500 – Fund 900-District Attorney Krishna A. Abrams, District Attorney Judicial

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CRIMINAL PROSECUTION	23,306,283	25,108,432	27,747,552	2,639,120	10.5%
CIVIL PROSECUTION	1,116,514	1,251,360	1,425,310	173,950	13.9%
INVESTIGATIONS	0	0	0	0	0.0%
CLERICAL SUPPORT	0	0	0	0	0.0%
ADMINISTRATION	12,040	5,000	5,000	0	0.0%
BUREAU OF FORENSICS	122,434	165,397	151,598	(13,799)	(8.3%)
TOTAL REVENUES	24,557,271	26,530,189	29,329,460	2,799,271	10.6%
APPROPRIATIONS					
CRIMINAL PROSECUTION	14,890,545	15,611,413	17,879,658	2,268,245	14.5%
CIVIL PROSECUTION	909,219	1,237,041	1,425,310	188,269	15.2%
INVESTIGATIONS	3,437,223	3,843,936	3,756,628	(87,308)	(2.3%)
CLERICAL SUPPORT	3,191,707	3,493,007	3,687,777	194,770	5.6%
ADMINISTRATION	736,548	749,586	827,835	78,249	10.4%
BUREAU OF FORENSICS	1,386,351	1,595,206	1,752,252	157,046	9.8%
TOTAL APPROPRIATIONS	24,551,593	26,530,189	29,329,460	2,799,271	10.6%
NET CHANGE					
CRIMINAL PROSECUTION	8,415,738	9,497,019	9,867,894	370,875	3.9%
CIVIL PROSECUTION	207,295	14,319	0	(14,319)	(100.0%)
INVESTIGATIONS	(3,437,223)	(3,843,936)	(3,756,628)	87,308	(2.3%)
CLERICAL SUPPORT	(3,191,707)	(3,493,007)	(3,687,777)	(194,770)	5.6%
ADMINISTRATION	(724,508)	(744,586)	(822,835)	(78,249)	10.5%
BUREAU OF FORENSICS	(1,263,917)	(1,429,809)	(1,600,654)	(170,845)	11.9%
NET CHANGE	(5,678)	0	0	0	0.0%
STAFFING					
CRIMINAL PROSECUTION	62.75	68.75	70.75	2.00	2.9%
CIVIL PROSECUTION	6.00	6.00	6.00	0.00	0.0%
INVESTIGATIONS	19.50	19.50	20.50	1.00	5.1%
CLERICAL SUPPORT	32.00	32.00	32.00	0.00	0.0%
ADMINISTRATION	5.75	5.75	5.75	0.00	0.0%
BUREAU OF FORENSICS	7.00	7.00	7.00	0.00	0.0%
TOTAL STAFFING	133.00	139.00	142.00	3.00	2.2%

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents increases of \$2,799,271 or 10.6% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. As a result, the General Fund Contribution increased by \$3,060,419 or 20.6%.

Primary Funding Sources

The primary funding source for the Department is the General Fund, which comprises approximately \$17,897,488 or 61.0% of the Recommended Budget. The Department continues to seek alternative funding source to decrease General Fund Contributions.

The FY2020/21 Recommended Budget includes a \$2,799,271 or 10.6% net increase in revenues primarily due to the following:

- General Fund Contribution increased by \$3,060,419 or 20.6% when compared to the FY2019/20 Adopted Budget. Salaries and Employee Benefits reflect an increase of \$2,414,765 or 11.3% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates. Costs also increased for Countywide Administrative Overhead costs.
- Intergovernmental Revenue, which includes Federal and State grants as well as State allocations, includes \$8,902,696, a decrease of \$632,863 or 6.6%, which includes the following:
 - State allocation of \$4,857,870 from the Public Safety Augmentation Fund, funded from the public safety-dedicated ½ cent sales tax (Proposition 172), reflects a decrease in FY2020/21 of \$591,405 or 10.9%.

- State reimbursement of \$1,100,000, no change over the FY2019/20 Adopted Budget for the prosecution of crimes committed within California State Prison (CSP) Solano and California Medical Facility.
- State 2011 Realignment of \$890,295 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 in when compared to the FY2019/20 Adopted Budget. It should be noted this statewide sales tax based revenue has been impacted by the COVID-19 pandemic emergency and the request to Shelter at Home Order, and the closing of businesses.
- State 1991 Realignment of \$282,686 to fund juvenile prosecution.
- Federal/State grant of \$748,767 from the Crime Victim Assistance Program to assist victims of crime.
- Vehicle License Fees of \$275,500 for the prosecution of criminal vehicle theft cases.
- Recurring State grant of \$223,978 from the DUI Vertical Prosecution Program for the prosecution of Driving Under the Influence (DUI) cases.
- Recurring State grant of \$169,220 from the Workers' Compensation Fraud Program for the prosecution of workers' compensation fraud cases.
- Federal/State grant of \$120,186 from CalOES Victim Services XC for crime victim advocacy services. The grant period is through December 31, 2020.
- 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 \$44,998 from the Paul Coverdell Forensic Science Improvement Program for education and training.
- State grant of \$10,750 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, 2020.
- Misc. Revenue represents \$211,736, an increase of \$151,736 or 252.9% in vital record fees revenue used to offset costs of 2.0 FTE Victim Witness Assistants from the CalOES Underserved Victims grant program through December 31, 2020.
- Charges for Services includes \$855,630, an increase of \$46,029 or 5.7%, primarily due to a \$81,209 increase in salary and benefit costs for the Real Estate Fraud Unit, offset by a decrease of \$25,000 in DA Diversion fees collected and a decrease of \$10,000 in welfare fraud prosecution revenue.
- Other Financing Sources represents \$1,350,310, an increase of \$173,950 or 14.8%, due to an increase in Transfers-In from the Consumer Protection Division.
- Fine, Forfeitures, and Penalties of \$111,600 represents no change from the FY2019/20 Adopted Budget.

Primary Costs

The Office's primary cost centers are the Criminal Prosecution Division, Investigations, Civil Division, Clerical Support, and Bureau of Forensics Services. The FY2020/21 Preliminary Recommended Budget includes a \$2,799,271 or 10.6% net increase in appropriations due to the following:

- Salaries and Employee Benefits of \$23,836,084 reflect an increase of \$2,414,765 or 11.3%, primarily due to the addition of 1.0 FTE Victim/Witness Assistant, the equivalent of 1.0 FTE Office Assistant II, and 1.0 FTE DA Investigator Limited-Term during FY2019/20, and negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- Services and Supplies of \$3,370,021 represent 11.5% of the total budget, an increase of \$355,437 or 11.8% primarily due to increases in liability insurance, central data processing charges, other professional services, risk management insurance, communication-telephone system expense, cell phone allowance expense, and moving/freight/towing expense.

- Other Charges of \$1,790,770 represent 6.1% of the total budget, an increase of \$26,245 or 1.5% when compared to the FY2019/20 Adopted Budget, primarily due to an increase in Countywide Administrative Overhead cost.
- Other Financing Uses represents \$263,378, an increase of \$28,849 or 12.3% in Pension Obligation Bond (POB), due primarily to negotiated and approved labor contracts resulting in increases in wages.

Contracts

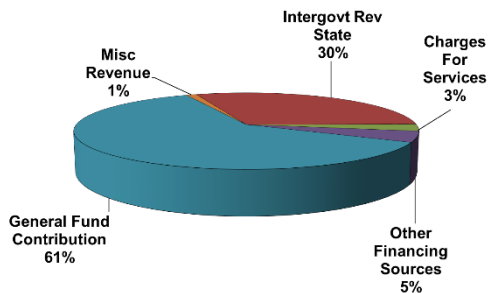
The FY2020/21 Recommended Budget includes a total of \$310,476 in contract expense, an increase of \$11,562 or 3.7%, in contracted services which includes the following significant contracts:

- \$125,000 with American Forensic Nurses for phlebotomy services on suspects accused of driving under the influence of alcohol and/or drugs.
- \$25,000 with Redwood Toxicology for Xanax and Valium toxicology services and testimony.
- \$12,500 with CASA to fund a volunteer supervisor to recruit and train CASA volunteers, funded by a CalOES grant through December 31, 2020.

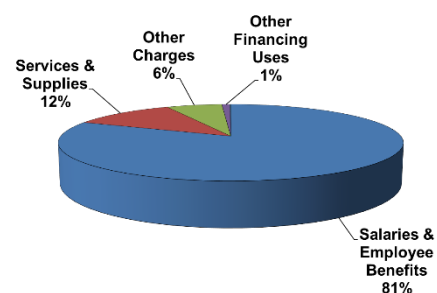
Fixed Assets

The FY2020/21 Recommended Budget includes a total of \$26,012 to purchase a Raman Spectrometer for the Bureau of Forensic Services. The cost of the asset is offset by grant funding.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	156,690	111,600	111,600	0	0.0%
INTERGOVERNMENTAL REV STATE	9,431,760	9,535,559	8,902,696	(632,863)	(6.6%)
CHARGES FOR SERVICES	608,469	809,601	855,630	46,029	5.7%
MISC REVENUE	72,125	60,000	211,736	151,736	252.9%
OTHER FINANCING SOURCES	1,001,525	1,176,360	1,350,310	173,950	14.8%
GENERAL FUND CONTRIBUTION	13,286,702	14,837,069	17,897,488	3,060,419	20.6%
TOTAL REVENUES	24,557,271	26,530,189	29,329,460	2,799,271	10.6%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	19,623,291	21,421,319	23,836,084	2,414,765	11.3%
SERVICES AND SUPPLIES	2,951,682	3,014,584	3,370,021	355,437	11.8%
OTHER CHARGES	1,708,526	1,764,525	1,790,770	26,245	1.5%
F/A EQUIPMENT	8,016	22,550	26,012	3,462	15.4%
F/A - INTANGIBLES	0	20,141	0	(20,141)	(100.0%)
OTHER FINANCING USES	211,699	234,529	263,378	28,849	12.3%
INTRA-FUND TRANSFERS	48,380	52,541	43,195	(9,346)	(17.8%)
TOTAL APPROPRIATIONS	24,551,593	26,530,189	29,329,460	2,799,271	10.6%
NET CHANGE	(5,678)	0	0	0	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2019/20 Budget are provided below.

On December 10, 2019, the following position allocation changes were approved:

- Converted 2 Extra Help Office Assistant II into two (2) 0.5 FTE Office Assistant II LT through December 31, 2020.
- Added 1.0 FTE Victim Witness Assistant Limited Term through September 30, 2020.
- Extended 2.0 FTE Victim Witness Assistant Limited-Term through December 31, 2020.
- Extended 2.0 FTE Social Worker II Limited-Term through December 31, 2020.

On January 14, 2020, the following position allocation changes were approved:

- Deleted 1.0 FTE Deputy District Attorney IV.
- Added 1.0 FTE Deputy District Attorney V.

On March 10, 2020, the following position allocation changes occurred in connection with Midyear:

- Extended 1.0 FTE Deputy District Attorney IV Limited-Term through June 30, 2021 assigned to the Consumer and Environmental Crimes Unit.
- Extended 1.0 FTE Deputy District Attorney IV Limited-Term through June 30, 2021 assigned to the Auto Theft Unit.
- Extended 2.0 FTE Deputy District Attorney IV Limited-Term through June 30, 2021 assigned to the DUI Vertical Prosecution Unit.
- Extended 3.0 FTE Victim Witness Assistant Limited-Term through September 30, 2021.
- Extended 1.0 FTE Legal Secretary Limited-Term through June 30, 2021
- Extended two (2) 0.5 FTE Office Assistant II Limited-Term through September 30, 2021, funded with CalOES Victim Witness Grant revenue.

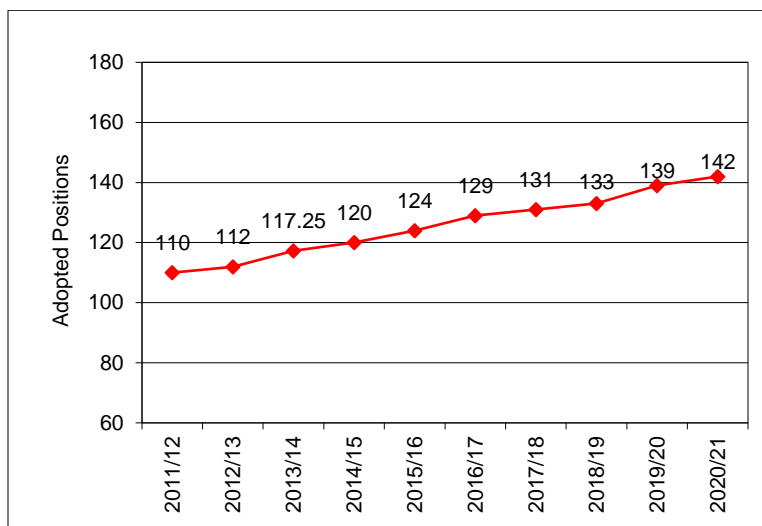
On December 30, 2019, the following position allocation changes were approved:

- Added 1.0 District Attorney Investigator (Medical Backfill) through June 27, 2020.

The FY2020/21 Recommended Budget includes the following position allocation changes:

- Add 1.0 FTE District Attorney Investigator Limited-Term through June 30, 2021 to the Bureau of Investigations.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Staffing levels continue to be a concern as changes to the law increase the workload of the District Attorney's Office. Prop. 47 changed felony crimes to misdemeanors, resulting in an increase of cases reviewed and prosecuted in the Misdemeanor Unit. Prop 57 repealed the authority of the District Attorney to directly file criminal charges against minors in adult court, resulting in an increase of motions filed and court hearings held to determine if the juvenile's case can be transferred to adult court. Current and pending legislation could continue to increase workloads, including:

- Senate Bill 1437, effective January 1, 2019, provides for the re-sentencing of an individual who had been convicted of murder on a felony murder or natural and probable consequences theory. Department staff must review the petition, obtain and review archived evidence, determine if the facts of the case meet the legal threshold for re-sentencing, and notify and keep victims informed throughout the legal process. Although normally the Attorney General's Office handles appeals, in this case the District Attorney's Office is responsible for filing writs and appeals in the appellate court. Since this law was passed, the department has received over 50 petitions which have to be reviewed, researched, and in some cases re-litigated. There are currently numerous petitions pending in the department.
- Senate Bill 10, the bail reform legislation that provides for the pretrial release of defendants, will appear on the November 2020 ballot. The bill would authorize a prosecuting attorney to file a motion seeking the pretrial detention of a person in certain circumstances, including when the person has been charged with a capital crime. The bill would require a hearing be held to determine whether to release the person pending trial, unless the person waives the hearing. If Senate Bill 10 passes, this will dramatically increase motions and hearings regarding pretrial release.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the District Attorney's budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

The DA budget receives several state funding streams for specific programs that are derived by statewide sales tax which have been impacted by the COVID-19 pandemic related actions, including the State Shelter at Home order and the requirement for most of retail related businesses to close impacting revenue generation.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
4100 DA SPECIAL REVENUE	982,518	302,000	324,120	22,120	7.3%
5500 OFFICE OF FAMILY VIOLENCE PREV	192,462	542,123	243,966	(298,157)	(55.0%)
APPROPRIATIONS					
4100 DA SPECIAL REVENUE	1,007,941	1,176,931	1,350,302	173,371	14.7%
5500 OFFICE OF FAMILY VIOLENCE PREV	879,113	1,215,854	926,173	(289,681)	(23.8%)
NET CHANGE					
4100 DA SPECIAL REVENUE	25,423	874,931	1,026,182	151,251	17.3%
5500 OFFICE OF FAMILY VIOLENCE PREV	686,651	673,731	682,207	8,476	1.3%

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 in, 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 (Fund 900 - BU 6500).

The Fund Balance in this Fund is restricted by funding source for only each of the applicable divisions above.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$22,120 or 7.3% in revenues and an increase of \$173,371 or 14.7% in appropriations when compared to the FY2019/20 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 \$3,175 in revenues, an increase of \$1,175 when compared to the FY2019/20 Adopted Budget. The Division's budget reflects \$8 credit in budgeted expenditures, a decrease of \$579 when compared to the FY2019/20 Adopted Budget.

Division 4102 – The District Attorney's Consumer Protection funds the Consumer Protection Unit (BU 6500) via an Operating Transfer-Out. The Division's Recommended Budget reflects \$318,656 revenues an increase of \$18,656 when compared to the FY2019/20 Adopted Budget. Appropriations of \$1,350,310 reflect an increase of \$173,950 or 14.8% from the FY2019/20 Adopted Budget primarily due to Salaries and Employee Benefits increases primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.

Division 4103 – The District Attorney's Environmental Protection Fund Recommended Budget reflects \$2,289 in revenues an increase of \$2,289 when compared to the FY2019/20 Adopted Budget. The Division budgeted no appropriations. Revenue and Appropriations from Environmental Protection activities in the Division are not budgeted until funds are actually received.

See related BU 9116 – Fund 233 Contingencies (refer to Contingency section of the Budget).

4100 – Fund 233-DA Special Revenue Fund

**Krishna A. Abrams, District Attorney
Judicial**

Summary of Other Administered Budgets

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	861,764	302,000	302,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	106,215	0	22,112	22,112	0.0%
INTERGOVERNMENTAL REV STATE	14,538	0	0	0	0.0%
CHARGES FOR SERVICES	0	0	8	8	0.0%
TOTAL REVENUES	982,518	302,000	324,120	22,120	7.3%
APPROPRIATIONS					
OTHER CHARGES	6,416	571	(8)	(579)	(101.4%)
OTHER FINANCING USES	1,001,525	1,176,360	1,350,310	173,950	14.8%
TOTAL APPROPRIATIONS	1,007,941	1,176,931	1,350,302	173,371	14.7%
NET CHANGE	25,423	874,931	1,026,182	151,251	17.3%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the DA Special Revenue Fund budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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.

In June 2008, the Board approved a proposed Family Justice Center which began providing colocated services at the OFVP on February 2, 2011.

This budget unit was established in the General Fund to record funding for administration of violence prevention activities on a countywide basis and enable the OFVP 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; (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

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. General Services' Facilities Division costs for building maintenance, grounds, and custodial services at the SFJC are included in this unit.

5503 OFVP Domestic Violence Oversight — Vital Records Fees (DVO-VRF's)

Solano County's Vital Records Fees were authorized pursuant to State legislation first enacted in 2005 which allowed 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 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

Accomplishments:

- Elder Abuse Forum: On June 14, 2019, the Solano Family Justice Center and Ombudsman Services of Contra Costa and Solano County hosted the 4th Annual Elder Abuse Forum at the County Events Center in Fairfield. 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.
- Health Fair: The Solano Family Justice Center hosted the 5th Annual Health Fair in October 2019 where approximately 1,000 people came out to learn 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.
- The Ombudsman Services of Contra Costa and Solano County: Ombudsman Services of Contra Costa and Solano County has become an on-site partner of the SFJC, providing resources and services to residents of long-term care facilities to

5500 – Fund 001-Office of Fam. Violence Prevention Summary of Other Administered Budgets

Krishna A. Abrams, District Attorney Other Protection

ensure that elders are free from abuse and receiving quality care. In January 2019, they were awarded the Elder Abuse (XE) Grant which staffs one dedicated Elder Justice Advocate at the Solano Family Justice Center full time to address issues related to elder abuse including: allegations of financial abuse, physical abuse, sexual abuse, emotional abuse and neglect and/or abandonment. Other grant funded programs include a multidisciplinary team of professionals that review elder abuse cases to streamline the process for assisting this vulnerable population, and the formation of an “Elder Justice League” that conducts quarterly trainings geared toward both seniors and those working with the senior population to increase awareness of warning signs of elder abuse and the services available. Since July 2019, 29 seniors have received assistance from the XE grant program.

- **Family Justice Center Youth Committee:** The Family Justice Center Youth Committee (FJCYC) is a dedicated group of students committed to engaging Solano County youth in their communities by raising awareness of issues regarding teen dating violence, healthy relationships, and youth wellness. The committee launched a campaign in February 2019 for Teen Dating Violence Awareness Month, which included posters displayed at various high schools throughout Solano County and other activities designed to help students define relationships in a positive and healthy light. The SFJC Youth Committee also attended and presented on dating violence and healthy relationships at the 21st Annual Teens Tackle Tobacco, Alcohol, Drugs and Youth Wellness Conference in Berkeley, California.

WORKLOAD INDICATORS

- In 2019, SFJC Social Workers served 649 clients (an increase of 209 from the previous year) and received 609 new cases, the majority of which were in the following categories: 428 domestic violence cases; 33 elder abuse cases; 49 child sexual assault cases; and 26 child abuse/neglect cases.
- In 2019, the Courage Center 2 forensically interviewed 171 children.
- In 2019, the Trauma Recovery Center served 253 new clients.
- In 2019, the Health & Social Services Employment and Eligibility Unit served 813 new clients.
- In 2019, the Health & Social Services Help Bureau – Family Stabilization & Housing Unit served 556 new clients.
- In 2019, Solano Advocates for Victims of Violence (SAVV) served 398 new clients.
- In 2019, the CalOES Victim Legal Services (KL) Grant Program, administered by SAVV, assisted 53 new clients, 20 of which required bilingual assistance, with local family law attorneys providing 922 hours of service to these clients.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$298,157 or 55.0% in revenues and a decrease of \$289,681 or 23.8% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the Net County Cost increased \$8,476 or 1.3% from last year. The General Fund Contribution is \$682,207.

Primary Funding Sources

The primary funding source for the OFVP and the SFJC is General Fund Contribution at \$682,207 or 73.7% of total revenues. Other revenue sources of \$243,966 include \$133,429 in State Other revenues, \$63,937 in Vital Record Fee revenue, \$45,000 in Marriage License Fee revenue, and \$1,600 in Battered Women Shelter Fee revenue.

The Recommended Budget includes a \$298,157 or 55.0% net decrease in revenues primarily due to the following:

- State Other revenue decreased by \$299,399 or 69.1% as the CalOES Family Justice Center (FJ) Grant of \$204,399 was fully expended in FY2019/20 and the \$95,000 Kaiser Foundation Family Justice Center Collaboration grant program expired in FY2019/20. OFVP has not received notice of grant awards for FY2020/21 and as such did not reflect revenues in the Recommended Budget. The Department will return to the Board to recognize any new grant awards when they are received.
- Vital Record Fee revenue reflects an increase of \$1,242 or 2.0% due to a requested conversion of an Extra Help Social Worker II to a 0.5 FTE Social Worker II.

Primary Costs

The Recommended Budget includes a \$289,681 or 23.8% net decrease in appropriations due to the following:

Summary of Other Administered Budgets 5500 – Fund 001-Office of Fam. Violence Prevention
Krishna A. Abrams, District Attorney
Other Protection

- Salaries and Employee Benefits of \$473,168 include an \$18,287 or 4.0% increase primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- Services and Supplies of \$264,555 reflect a \$293,872 or 52.6% net decrease. The decrease reflects reductions in grant funded contracted services, grant funded membership expenses, other professional services, offset by an increase in risk management insurance, and central data processing services expenses.
- Other Charges of \$53,871 reflect a \$40,432 or 42.9% net decrease, primarily due to a \$25,509 decrease in Countywide Administrative Overhead charges, and \$1,500 decrease in food, clothing, and transportation gift cards for clients.
- Other Financing Uses of \$4,140 reflect a \$19 or 0.5% net increase, primarily due to an increase in Pension Obligation Bond expense as a result of wage increases.
- Intrafund Transfers of \$130,439 reflect a \$26,317 or 25.3% net increase in General Services' Facilities Division costs for building maintenance, grounds, and custodial services at the SFJC.

Contracts

The FY2020/21 Recommended Budget includes a total of \$50,000 in contracted services, a decrease of \$4,050 or 7.5%. These appropriations include:

- \$40,000 for local domestic violence crisis shelter services funded with Marriage License Fee and Battered Women Shelter Fee revenue.
- \$10,000 for a CalOES grant funded contract with Solano Animal Care Services for Project Safe Pet, a program that ensures the safety of the family pet while a victim of domestic violence is actively fleeing abuse. The pet will be housed for a short amount of time to allow the victim to get themselves and their family to safety.

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. 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.

5500 – Fund 001-Office of Fam. Violence Prevention Summary of Other Administered Budgets

Krishna A. Abrams, District Attorney
Other Protection

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	47,506	45,000	45,000	0	0.0%
FINES, FORFEITURES, & PENALTY	2,492	1,600	1,600	0	0.0%
INTERGOVERNMENTAL REV STATE	0	432,828	133,429	(299,399)	(69.2%)
INTERGOVERNMENTAL REV FEDERAL	104,116	0	0	0	0.0%
MISC REVENUE	38,349	62,695	63,937	1,242	2.0%
TOTAL REVENUES	192,462	542,123	243,966	(298,157)	(55.0%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	421,031	454,881	473,168	18,287	4.0%
SERVICES AND SUPPLIES	212,513	558,427	264,555	(293,872)	(52.6%)
OTHER CHARGES	112,079	94,303	53,871	(40,432)	(42.9%)
OTHER FINANCING USES	3,835	4,121	4,140	19	0.5%
INTRA-FUND TRANSFERS	129,656	104,122	130,439	26,317	25.3%
TOTAL APPROPRIATIONS	879,113	1,215,854	926,173	(289,681)	(23.8%)
NET COUNTY COST	686,652	673,731	682,207	8,476	1.3%
STAFFING					
OFFICE OF FAMILY VIOLENCE MGMT	3	3	3	3	0.0%
TOTAL STAFFING	3	3	3	3	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- The Ombudsman Services of Contra Costa and Solano County is currently in their second year of the CalOES Elder Abuse (XE) grant Program, providing \$250,000 to increase and expand the multidisciplinary community response for elder and dependent adult abuse. The Ombudsman Services of Contra Costa and Solano County is eligible for non-competitive funding for the XE Program for 2 additional years.
- In February 2019, the Office of Family Violence Prevention was awarded \$337,828 through the CalOES Family Justice Center (FJ) Grant Program through December of 2020. The grant funds two confidential advocates from Solano Advocates for Victims of Violence and one full time mental health clinician from Catholic Charities of Yolo-Solano to provide a wide variety of services for clients.
- In December 2019, the Family Justice Center Youth Coalition, Solano County Office of Education, and the SFJC collaborated to create a Public Safety Announcement video on dating violence and intimate partner violence. The PSA was shown in all 16 screens at Brendan Theatres in February 2020.
- Solano Alliance for Justice and Empowerment (SAJE), a recently created non-profit foundation, was established to assist the SFJC with fundraising to increase services for victims of violence. The agency is officially accepting donations, actively recruiting additional board members, and developing a website/marketing strategy.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2019/20 Budget are provided below.

- Extend 1.0 FTE Limited Term Social Worker III to June 30, 2021.

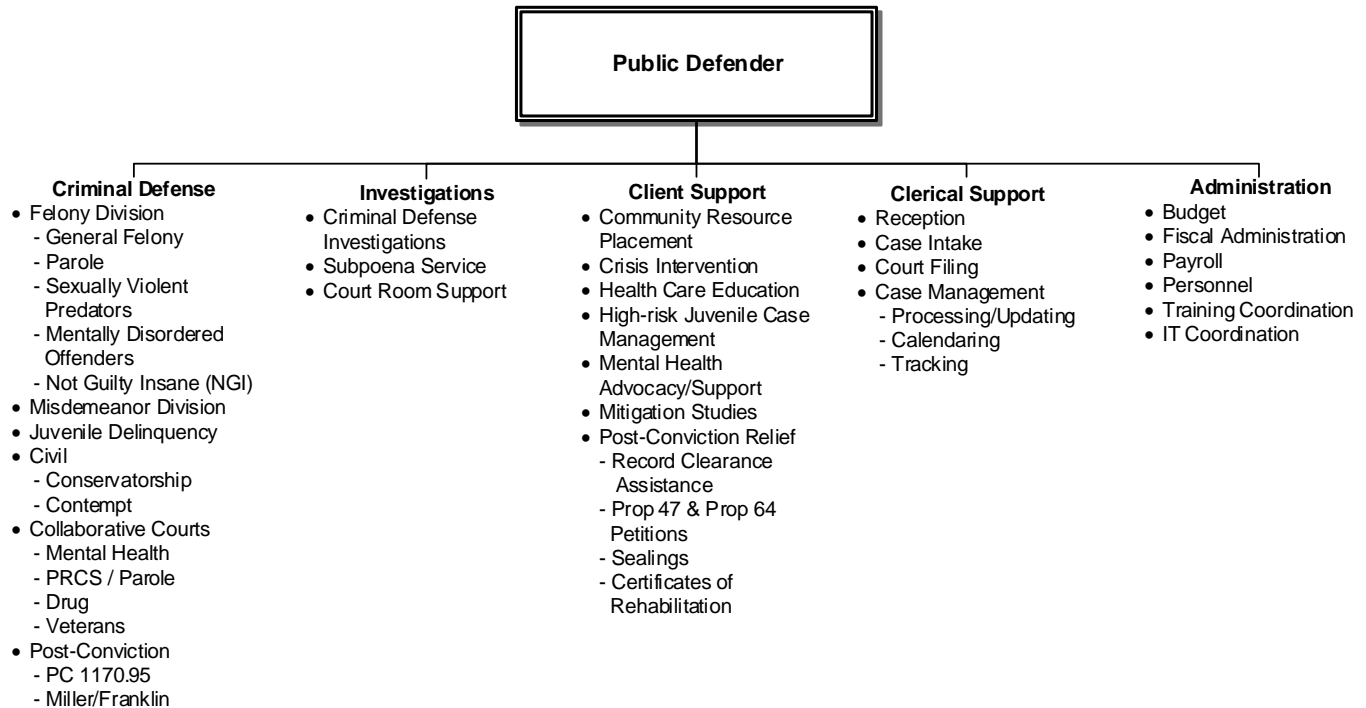
There are no changes in position allocation requested in the FY2020/21 Recommended Budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

Victims of violence in Vallejo and Benicia are currently underserved due to the lack of available resources. The SFJC has partnered with Fighting Back Partnership to staff a social worker part-time at their facility in Vallejo on the third floor of the JFK Library. Victims are provided the same services they would receive at the Fairfield location as well as linkages to services within the vicinity.

Summary of Other Administered Budgets 5500 – Fund 001-Office of Fam. Violence Prevention
Krishna A. Abrams, District Attorney
Other Protection

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Office of Family Violence Prevention budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.



DEPARTMENTAL PURPOSE

The Public Defender’s Office provides legal representation for indigents accused of criminal conduct, or who are in danger of losing a substantial right. In its 1963 decision, *Gideon v. Wainright*, the United States Supreme Court found a 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:

FY2019/20 Midyear Projection:	14,438,710
FY2020/21 Recommended:	15,981,920
County General Fund Contribution:	15,038,801
Percent County General Fund Supported:	94.1%
Total Employees (FTEs):	72

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 ACCOMPLISHMENTSChallenges

- 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 has increased the work load for investigators, attorneys, and clerical, and the employing of experts in many different fields.
- The length of prison terms for “youthful offenders”, or inmates under 26 years of age at the time of sentencing, has been reviewed for constitutionality and as a result, the legislature has issued regulations to related youthful offenders. Miller/Franklin cases expanded a 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. Experts need to be hired to fulfill statutory obligations to their clients. Related hearings also require a complete mitigation investigation and are more complicated because they require retroactive investigation. While most of the incarcerated clients from Solano County have been identified without outreach from the Department, the Public Defender does assist former clients who request assistance, or when appointed by the court to provide this representation. As a part of the regulations, new and retroactive responsibilities for Public Defenders have been imposed which affect approximately 250 Public Defender and Alternate Public Defender clients.
- Reasonable Professional Standards of Competency (RPSC) have been established as a result of U.S. Supreme Court Cases (*Miller*) and California statutes. RPSC requires defenders currently representing juvenile clients and youthful offenders (under 26) who are facing potential punishment of Life Without Possibility of Parole (LWOP) or its “functional equivalent” to use extensive resources, conduct necessary investigations, and collect evidence for mitigation as they relate to client’s diminished culpability, at sentencing. RPSC will increase investigations, experts, and attorney and support staff time for these cases.
- Senate Bill (SB) 1437, which created a procedure for inmates serving life sentences to petition for resentencing and release under the new law, continues to impact the workload in the Public Defender’s Office. These cases are 10-40 years old and require significant resources to effectively litigate. The Public Defender is currently representing 15 individuals on these petitions and anticipate being appointed on additional cases, although the Public Defender’s Office does expect the rate of new cases of this type to slow in FY2020/21.
- Pre-trial diversion to defendants charged with either felonies or misdemeanors who suffer from a mental disorder that was a significant factor in the commission of the crime has also impacted workloads. While this assists clients with mental illness in accessing treatment and avoiding incarceration and convictions, Pre-trial diversion resulting in a significant increase in costs in obtaining psychological assessments and treatment plans, and an increased workload for social workers.
- Body-worn and dash video cameras have proliferated in recent years, resulting in a significant and new volume of material that attorneys must review in order to provide effective assistance of counsel. Videos range from a few to many dozens of hours, if not more, in the most complex cases. Attorneys are required to review anything disclosed prior to litigation or plea bargain.
- Workload in the Public Defender’s Office continues to increase relative to the severity of charges filed, requiring increased resources for representation of clients. The District Attorney continues to file the most serious charges and enhancements available, including filing second and third strikes. These cases require significant use of expert witnesses and consultants in order to provide effective assistance of counsel.

Accomplishments

- The Public Defender’s Office provided representation in approximately 10,000 new and ongoing cases.
- The Public Defender is currently using the new case management system, eDefender, implemented in 2018. Attorneys and investigators spend less time searching for case files that are now accessible remotely with an internet connection. Collaboration is more efficient, since case information is immediately accessible, and most cases are automatically updated

via an interface with the Solano County Superior Court. Focus now is on maximizing utilization of the many features available with this system.

- Partnered with UpTrust, who has received a grant to provide text messaging services to public defender offices and their clients, with the goal that by sending frequent court date reminders, failures to appear rates are reduced, resulting in cost savings in unnecessary incarceration and enforcing failure to appear (FTA), as well as a reduction in the amount of time to close cases. Now clients with cell phones receive frequent reminders of their court dates and also have a new means of communication with their attorneys.
- Collaborated with Health & Social Services and other local organizations to inform the community of the availability of services to expunge criminal records.
- 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).

WORKLOAD INDICATORS

- In 2019, relying on a legal team of 39 attorneys, 7 investigators and 20.5 administrative/support staff, the Public Defender’s Office opened approximately 2600 felony cases, 6000 misdemeanor cases, 300 juvenile petitions, 200 civil client cases, and provided services to an increased number of 2011 Public Safety Realignment (AB 109) clients.
- As noted above, new legislation and regulations, some of which are effectively retroactively, have significantly increased the workload of the Public Defender in several ways. Under Proposition 57, the Public Defender must litigate cases to determine whether youth should be prosecuted as juveniles or adults and must have a full hearing in juvenile court before being transferred to adult court. In Franklin/Miller proceedings for youthful offenders, the Public Defender must conduct an investigation and develop a mitigation presentation for the court at sentencing so that future parole hearings consider the youth’s development at the time of the criminal acts. Currently the Department represents six inmates on Miller / Franklin proceedings. SB 1437 has significantly increased workloads as the Public Defender has been appointed to represent inmates convicted of felony murder who are now eligible for resentencing. These cases require significant resources to locate old records and litigate the petitions. All of these new and retroactive requirements increase the amount of time as well as resources needed on most cases.
- Mental Health Diversion will provide needed services to clients who, as a result of their mental illness, committed crimes. For these clients, the Department is required to conduct psychological assessments to determine the nexus and the level of treatment, with increased costs for experts and consultants. These costs are expected to be offset by decreased incarceration and recidivism.
- In January 2021, a new tiered system regarding Penal Code Section 290 registration will take effect, allowing some offenders to seek relief from registration. It is anticipated that a large number of Public Defender clients will seek assistance with the tiered system and representation is expected to require significant resources.

Functional Area Summary

6530 – Fund 900-Public Defender
Elena D’Agustino, Public Defender
Judicial

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
PUBLIC DEFENDER	12,893,664	14,897,800	15,981,920	1,084,120	7.3%
TOTAL REVENUES	12,893,664	14,897,800	15,981,920	1,084,120	7.3%
APPROPRIATIONS					
PUBLIC DEFENDER	12,893,664	14,897,800	15,981,920	1,084,120	7.3%
TOTAL APPROPRIATIONS	12,893,664	14,897,800	15,981,920	1,084,120	7.3%
NET CHANGE					
PUBLIC DEFENDER	(1)	0	0	0	0.0%
NET CHANGE	(1)	0	0	0	0.0%
STAFFING					
PUBLIC DEFENDER	66.5	71	72	1	1.4%
TOTAL STAFFING	66.5	71	72	1	1.4%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$15,981,920 represents an increase of \$1,084,120 or 7.3% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. As a result, the General Fund Contribution increased by \$1,054,526 or 7.5%. The increase in the General Fund Contribution is primarily the results of increase in Salaries and Employee Benefits due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.

Primary Funding Sources

The primary funding source for the Department is General Fund Contribution, which comprises \$15,038,801 or 94.1% of the FY2020/21 Recommended Budget.

The FY2020/21 Recommended Budget includes a \$1,084,120 or 7.3% increase in revenues primarily due to the following:

- Intergovernmental Revenues of \$923,119 reflect an increase of \$27,594 or 3.1% due to an anticipated increase in State 2011 Realignment allocation.
- Charges for Services of \$20,000 reflects an increase of \$2,000 for the collection of legal fees charged to Public Defender clients who are determined by the Court to have the ability to pay. The increase in legal fees collected also represents collections by the Probation Department on behalf of the Public Defender’s Office.
- Other Financing Sources of \$15,038,801 represent the General Fund Contribution, an increase of \$1,054,526 or 7.5% from the FY2019/20 Adopted Budget. The increase in the General Fund Contribution is primarily the result of the increase in Salaries and Employee Benefits of \$701,765 or 5.7% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates. Other increases in costs impact the General Fund Contribution were related to Central Data Processing services and Countywide Administrative Overhead costs. The Public Defender focuses on services and programs that are constitutionally mandated and seeks grant funding when available to offset General Fund Contribution.

Primary Costs

The FY2020/21 Recommended Budget includes a \$1,084,120 or 7.3% net increase in appropriations due to the following:

- Salaries and Employee Benefits of \$12,969,555 reflect an increase of \$701,765 or 5.7% primarily due to an additional Limited Term position authorized at Midyear, increases in salary and employee benefit costs, department promotions, and extra-help staffing.
- Services and Supplies of \$2,069,317 reflect an increase of \$328,070 primarily due to an increase in County shared expenses, psychological, consulting and professional services, software maintenance/support, and data processing services.
- Other Charges of \$787,019 reflect an increase of \$48,111 primarily due to an increase in Countywide Administrative Overhead charges.
- Intrafund Services of \$25,768 reflect a decrease of \$4,637 for Sheriff’s security services at the Vallejo campus.

Contracts

The FY2020/21 Recommended Budget includes a total of \$132,510 for contracted services which includes the following significant contracts:

- \$76,650 with Journal Technologies for the annual software maintenance/license of the Department’s new case management system. The cost represents 75% of the annual contract amount as 25% of software maintenance/license cost is budgeted in the Alternate Defender’s Recommended Budget (BU 6540).
- \$55,860 with Lawyers for America to support a Legal Fellowship.

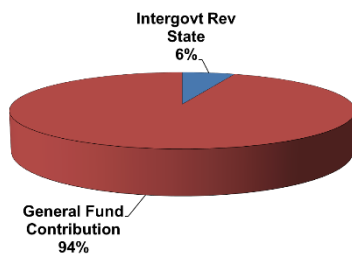
Fixed Assets

None.

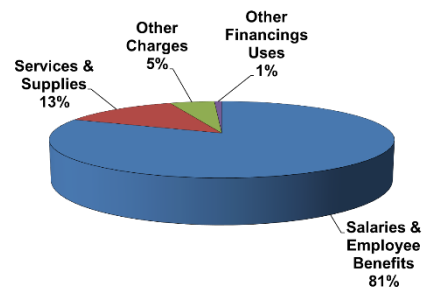
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



Functional Area Summary

6530 – Fund 900-Public Defender
Elena D’Agustino, Public Defender
Judicial

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	821,711	895,525	923,119	27,594	3.1%
CHARGES FOR SERVICES	26,312	18,000	20,000	2,000	11.1%
GENERAL FUND CONTRIBUTION	12,045,642	13,984,275	15,038,801	1,054,526	7.5%
TOTAL REVENUES	12,893,664	14,897,800	15,981,920	1,084,120	7.3%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	10,505,158	12,267,790	12,969,555	701,765	5.7%
SERVICES AND SUPPLIES	1,504,981	1,741,247	2,069,317	328,070	18.8%
OTHER CHARGES	752,528	738,908	787,019	48,111	6.5%
OTHER FINANCING USES	102,164	119,450	130,261	10,811	9.1%
INTRA-FUND TRANSFERS	28,832	30,405	25,768	(4,637)	(15.3%)
TOTAL APPROPRIATIONS	12,893,664	14,897,800	15,981,920	1,084,120	7.3%
NET CHANGE	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

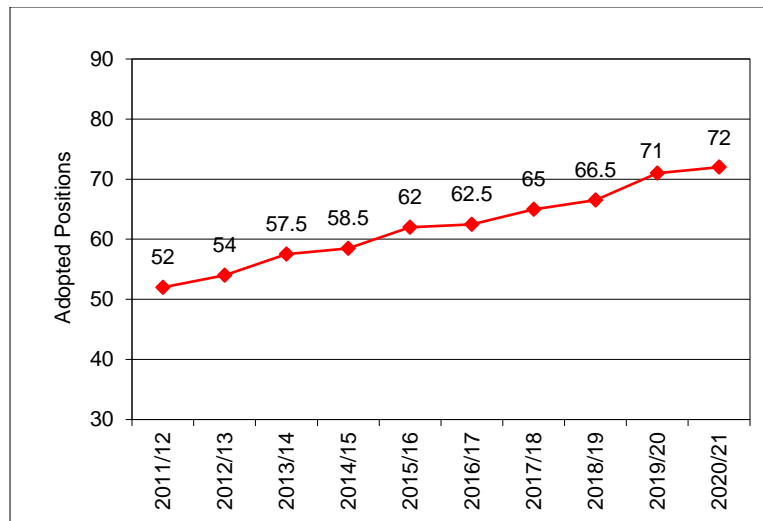
Changes in the position allocations since the adoption of the FY2019/20 Budget are provided below.

On March 10, 2020, the following position allocation changes were approved to address operational changes:

- Added 1.0 FTE Limited-Term Investigative Assistant through June 30, 2021.
- Extended 1.0 FTE Limited-Term Deputy Public Defender IV through June 30, 2021.
- Added 1.0 FTE Limited-Term Deputy Public Defender IV (project based) through December 31, 2020.
- Extended 1.0 FTE Limited-Term Process Server through June 30, 2021, to address continuing increase in caseloads. The position is primarily funded with County General Fund.
- Extended 2.0 FTE Limited-Term Office Assistant IIs through June 30, 2021. The positions assist with scanning current case files in to the new case management system as the Department continues to transition to paperless files. The positions are primarily fund with County General Fund.
- Added 1.0 FTE Limited-Term Paralegal (project based) through December 31, 2020, to address anticipated increased caseloads also associated with the passage of SB 1437. The position is funded with County General Fund.

The FY2020/21 Recommended Budget does not reflect any additional position allocation changes.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2020/21 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 of \$495,280 in FY2020/21. The Department and the County Administrator are continuing to monitor the State allocation of AB 109 funds.

On January 1, 2019, SB 1437, which eliminated felony-murder, became effective. This new law is anticipated to increase caseloads as inmates who were convicted of felony-murder petition to be released from custody and resentenced. Additionally, SB 215, which became effective in June 2018, allows the Court to establish a pretrial diversion program that allows a willing defendant with a mental health disorder to postpone further action in his/her case in order to participate in a treatment program. Evidence of the mental disorder must be provided by the defense. At this time, the Court is in the process of an ad-hoc implementation of Mental Health Diversion and some procedures are in place. The Public Defender’s Office has been collaborating with Health & Social Services to attempt to streamline the process of requesting Mental Health Diversion and creating a plan for services; however, in almost all cases the Public Defender’s Office is required to obtain an alienist’s evaluation and recommendation prior to making any requests on the case.

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. 4th 262-Miller applies to sentences 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 budget should be more widely known and realized, which may require a budget adjustment.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Public Defender’s budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Summary of Other Administered Budgets**6530 – Fund 900-Public Defender
Elena D’Agustino, Public Defender
Judicial**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
6540 ALTERNATE PUBLIC DEFENDER	4,001,940	5,051,872	5,138,182	86,310	1.7%
APPROPRIATIONS					
6540 ALTERNATE PUBLIC DEFENDER	4,001,940	5,051,872	5,138,182	86,310	1.7%
NET CHANGE					
6540 ALTERNATE PUBLIC DEFENDER	0	0	0	0	0.0%

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

**Elena D’Agustino, Public Defender
Judicial**

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.

Budget Summary:

FY2019/20 Midyear Projection:	4,890,104
FY2020/21 Recommended:	5,138,182
County General Fund Contribution:	5,087,840
Percent County General Fund Supported:	99.0%
Total Employees (FTEs):	24

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 offenses. 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 has increased the work load for investigators, attorneys, and clerical, and the employing of experts in many different fields.
- The length of prison terms for “youthful offenders”, or inmates under 26 years of age at the time of sentencing, has been reviewed for constitutionality and as a result, the legislature has issued regulations related to youthful offenders. As a part of the regulations, new and retroactive responsibilities for Public Defenders have been imposed which affect approximately 250 Public Defender and Alternate Public Defender clients. Experts need to be hired to fulfill statutory obligations to their clients. Related hearings also require a complete mitigation investigation and are more complicated because they require retroactive investigation. While most of the incarcerated clients from Solano County have been identified without outreach from the Department, the Alternate Public Defender does assist former clients who request assistance, or when appointed by the court to provide this representation.
- Reasonable Professional Standards of Competency (RPSC) have been established as a result of U.S. Supreme Court Cases (*Miller*) and California statutes. RPSC requires defenders currently representing juvenile clients and youthful offenders (under 26) who are facing potential punishment of Life Without Possibility of Parole (LWOP) or its “functional equivalent” to use extensive resources, conduct necessary investigations, and collect evidence for mitigation as they relate

to client’s diminished culpability, at sentencing. RPSC will increase investigations, experts, and attorney and support staff time for these cases.

- Senate Bill (SB) 1437, which created a procedure for inmates serving life sentences to petition for resentencing and release under the new law, continues to impact the workload in the Alternate Public Defender’s Office. The Alternate Public Defender is currently representing 12 individuals on these petitions and anticipate being appointed on additional cases. These cases are 10-40 years old and require significant resources to effectively litigate.
- Pre-trial diversion to defendants charged with either felonies or misdemeanors who suffer from a mental disorder that was a significant factor in the commission of the crime has also impacted workloads. Pre-trial diversion assists clients with mental illness in accessing treatment and avoiding incarceration and convictions. However, Pre-trial diversion results in a significant increase in costs in obtaining psychological assessments and treatment plans, and impacts the workload for department social workers.
- Body-worn and dash video cameras have proliferated in recent years, resulting in a significant and new volume of material that attorneys must review in order to provide effective assistance of counsel. Videos range from a few to many dozens of hours, if not more, in the most complex cases. Attorneys are required to review anything disclosed prior to litigation or plea bargain.
- Workload in the Alternate Public Defender’s Office continues to increase relative to the severity of charges filed, requiring increased resources for representation of clients. The District Attorney continues to file the most serious charges and enhancements available, including filing second and third strikes. These cases require significant use of expert witnesses and consultants in order to provide effective assistance of counsel.

Accomplishments

- Provided representation in approximately 3,000 new and ongoing cases.
- The Alternate Public Defender is currently using the new case management system, eDefender, implemented in 2018. Attorneys and investigators spend less time searching for case files that are now accessible remotely with an internet connection. Collaboration is more efficient, since case information is immediately accessible and most cases are automatically updated via an interface with the Solano County Superior Court. Focus now is on maximizing utilization of the many features available with this system.
- Partnered with UpTrust, who has received a grant to provide text messaging services to public defender offices and their clients, with the goal that by sending frequent court date reminders, failures to appear rates are reduced, resulting in cost savings in unnecessary incarceration and enforcing failure to appear (FTA), as well as a reduction in the amount of time to close cases. Now clients with cell phones receive frequent reminders of their court dates and also have a new means of communication their attorneys.
- Collaborated with Health & Social Services and other local organizations to inform the community of services to expunge criminal records.
- 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).

WORKLOAD INDICATORS

- In 2019, relying on a legal team of 13 attorneys, 2 investigators, 0.5 process servers and 6 clerical support staff, the Alternate Public Defender’s Office opened approximately 900 felony cases, 1700 misdemeanor cases, 50 civil cases, and 65 juvenile petitions.
- As noted above, new legislation and regulations, some of which are effectively retroactively, have significantly increased the workload of the Alternate Public Defender in several ways. Under Proposition 57, the Alternate Public Defender must litigate cases to determine whether youth should be prosecuted as juveniles or adults and must have a full hearing in juvenile court before being transferred to adult court. In Franklin/Miller proceedings for youthful offenders, the Alternate Public Defender must conduct an investigation and develop a mitigation presentation for the court at sentencing so that future parole hearings consider the youth’s development at the time of the criminal acts. Currently the Department represents six inmates

**Elena D’Agustino, Public Defender
Judicial**

on Miller / Franklin proceedings. SB 1437 has significantly increased workloads as the Alternate Public Defender have been appointed to represent inmates convicted of felony murder who are now eligible for resentencing. These cases require significant resources to locate old records and litigate the petitions. All of these new and retroactive requirements increase the amount of time as well as resources needed on most cases.

- Mental Health Diversion will provide needed services to clients who, as a result of their mental illness, committed crimes. For these clients, the Department is required to conduct psychological assessments to determine the nexus and the level of treatment, with increased costs for experts and consultants. These costs are expected to be offset by decreased incarceration and recidivism.
- In January 2021, a new tiered system regarding Penal Code Section 290 registration will take effect, allowing some offenders to seek relief from registration. It is anticipated that a large number of Alternate Public Defender clients will seek assistance with the tiered system and representation is expected to require significant resources.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of \$86,310 or 1.7% in revenues and appropriations when compared to the FY2019/20 Adopted Budget. As a result, the General Fund Contribution increased by \$83,083, or 1.7%. The increase in the General Fund Contribution is primarily the result of increases in Salaries and Employee Benefits which reflect an increase of \$66,123 or 1.6% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates. Costs related to central data processing services and liability insurance also increased.

Primary Funding Sources

The primary funding source for the Department is the General Fund Contribution, which comprises of \$5,087,840 or 99.0% of the Recommended Budget.

The FY2020/21 Recommended Budget of \$5,138,182 includes an increase of \$86,310 or 1.7% in revenues primarily due to the following:

- Intergovernmental Revenues of \$48,842 reflect an increase of \$2,727 or 5.9%. This revenue consists of 2011 Public Safety Realignment (AB 109) for representation of clients affected by the State’s 2011 Realignment of the criminal justice system.
- Other Financing Sources of \$5,087,840 represent the General Fund Contribution, an increase of \$83,083 from the FY2020/21 Adopted Budget. The increase in the General Fund Contribution is primarily the result of increases in Salaries and Employee Benefits primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates. Costs related to central data processing services and liability insurance also increased. The Alternate Public Defender focuses on services and programs that are constitutionally mandated and seeks grant funding when available to offset General Fund Contribution.

Primary Costs

The FY2020/21 Recommended Budget of \$5,138,182 includes an increase of \$86,310 or 1.7% in appropriations due to the following:

- Salaries and Employee Benefits of \$4,225,656 reflect an increase of \$66,123 or 1.6% primarily due to increases in Salaries and Employee Benefits primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- Services and Supplies of \$594,427 reflect an increase of \$28,084 or 5.0% primarily due to increases in liability insurance and data processing services.
- Other Charges reflect a decrease of \$9,763 or 3.6% primarily due to a decrease in countywide administrative overhead costs.
- Other Financing Uses reflect an increase of \$3,478 for pension obligation bond costs.
- Intrafund Transfers reflect a decrease of \$1,612 for Sheriff’s security services at the Vallejo campus.

Contracts

The FY2020/21 Recommended Budget includes the following contract:

- \$23,948 with Journal Technologies for the annual software maintenance/license of the Department's new case management system. The cost represents 25% of the total annual contract amount as 75% of software maintenance/license cost is budgeted in the Public Defender (BU 6530).

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	24,274	46,115	48,842	2,727	5.9%
CHARGES FOR SERVICES	1,310	1,000	1,500	500	50.0%
GENERAL FUND CONTRIBUTION	3,976,356	5,004,757	5,087,840	83,083	1.7%
TOTAL REVENUES	4,001,940	5,051,872	5,138,182	86,310	1.7%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	3,279,472	4,159,533	4,225,656	66,123	1.6%
SERVICES AND SUPPLIES	410,070	566,343	594,427	28,084	5.0%
OTHER CHARGES	268,614	274,924	265,161	(9,763)	(3.6%)
OTHER FINANCING USES	34,026	40,568	44,046	3,478	8.6%
INTRA-FUND TRANSFERS	9,758	10,504	8,892	(1,612)	(15.3%)
TOTAL APPROPRIATIONS	4,001,940	5,051,872	5,138,182	86,310	1.7%
NET CHANGE	0	0	0	0	0.0%

STAFFING					
ALTERNATE PUBLIC DEFENDER	20.5	24.0	24.0	0.0	0.0%
TOTAL STAFFING	20.5	24.0	24.0	0.0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2019/20 Budget are provided below:

On March 10, 2020, the following position allocation changes were approved to address operational change and are funded with County General Fund:

- Extended 1.0 FTE Limited-Term Office Assistant II through June 30, 2021.
- Extended 1.0 FTE Limited-Term Deputy Public Defender IV (project based) through December 31, 2020.

The FY2020/21 Recommended Budget does not reflect any additional position allocation changes.

PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2020/21 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, of which \$48,842 is allocated to the Alternate Public Defender in FY2020/21. The Department and the County Administrator are continuing to monitor the State allocation of AB 109 funds.

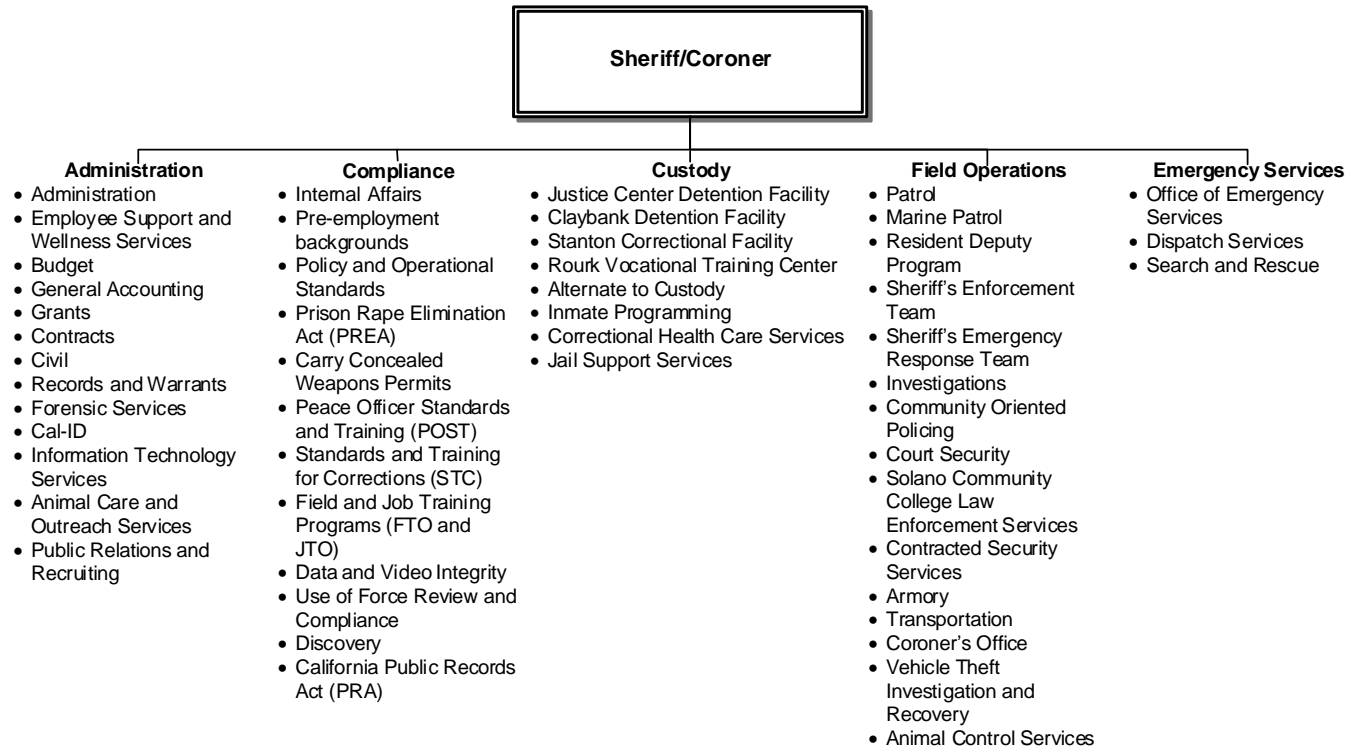
**Elena D’Agustino, Public Defender
Judicial**

On January 1, 2019, SB 1437, which eliminated felony-murder, became effective. This new law is anticipated to increase caseloads as inmates who were convicted of felony-murder petition to be released from custody and resentenced. Additionally, SB 215, which became effective in June 2018, allows the Court to establish a pretrial diversion program that allows a willing defendant with a mental health disorder to postpone further action in his/her case in order to participate in a treatment program. Evidence of the mental disorder must be provided by the defense. At this time, the Court is in the process of an ad-hoc implementation of Mental Health Diversion; some procedures are in place. The Alternate Public Defender’s Office has been collaborating with Health & Social Services to attempt to streamline the process of requesting Mental Health Diversion and creating a plan for services; however, in almost all cases, they are required to obtain an alienist’s evaluation and recommendation prior to making any requests on the case.

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.4th 262-Miller applies to sentences 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 63 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 budget should be more widely known and realized which may require a budget adjustment.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Alternate Public Defender’s budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.



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:

FY2019/20 Midyear Projection:	120,235,669
FY2020/21 Recommended:	125,826,821
County General Fund Contribution:	73,162,329
Percent County General Fund Supported:	58.1%
Total Employees (FTEs):	548

FUNCTION AND RESPONSIBILITIES

The Sheriff's Office:

- Administration function provides a variety of administrative and support services including strategic planning; fiscal administration; payroll and extended leave administration; employee wellness; peer support; 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; and maintenance and implementation of its automated systems.
- Compliance function provides for the implementation of operational standards; internal investigations; responses to public records requests; oversight of employee training and standards; and carry concealed weapons permitting.
- 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.

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

- 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 the City of Rio Vista, Solano Community College and other County departments; transportation 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 for countywide fire dispatch.

At the direction of the County Administrator and approval of the Board of Supervisors, the Sheriff's Office is responsible for the operation and management of the County's Animal Care shelter and provision of animal control services to the unincorporated areas.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS
Challenges:

- Inmate Programming: With the criminal justice reforms that have occurred over the last few years, starting with the passage of Prop 47 (2014), which increased the dollar amount for a felony and decriminalized drug use, to bail and sentencing reforms, the jail population has decreased. As a result, the number of inmates targeted for case management assistance, educational opportunities, vocational training and work crews has continued to decrease. This represents a challenge for the Rourk Vocational Training Center (Center) in identifying a population eligible to receive programming and creating a variety of vocational program choices that vary in length and provide certification that will lead to employment. The Sheriff's Office has adjusted the classification criteria to expand the population for the Center's programming and is considering partnering with the Probation Department to offer vocational training programs to their clients.
- Capital Projects: Numerous County-approved capital projects are through the design phase and are expected to be in the construction phase during FY2020/21. Two capital projects are scheduled for the Justice Center Detention Facility (JCDF): the hot water piping replacement and shower replacement. These projects will require closing large areas on all floors of the JCDF and moving inmates from one side of the building to the other. Some sections of JCDF have already been closed due to the low inmate population. The Sheriff's Office is working closely with General Services to prepare sections prior to construction to allow for inmate movement.
- Emergency Management: Emergency Operations Center (EOC) activations have significantly increased with more frequent wildfires and Public Safety Power Shutoffs (PSPS) to prevent fires, when in the past the EOC rarely activated more than once per year. During activations, public safety and health are paramount and the routine work of the Office of Emergency Services (OES) including grants management, training and exercises, volunteer recruitment, and public outreach activities are greatly curtailed. Activations for PSPS are not considered emergencies and therefore have no reimbursements for overtime or other expenditures during the events. Most recently, the COVID-19 pandemic has contributed to extra workload in OES. As disasters and events continue to occur more frequently, OES is faced with challenges in maintaining adequate staffing levels to coordinate response and recovery.
- Staffing Resources: With the effects of COVID-19, the department is reviewing mandated and essential service needs to better align current staffing allocations. The Sheriff's Office anticipates holding a number of positions vacant, creating salary savings to offset the estimated loss of Prop 172 Sales Tax revenue and potential reductions in AB109 Sales Tax revenue.

Accomplishments:

- Contracted Law Enforcement Services: With the departure of Rio Vista's Police Chief and vacancies in sworn law enforcement positions, the City of Rio Vista (Rio Vista) sought assistance from the Sheriff's Office to augment their operations. The County entered into a \$2,536,930 agreement with Rio Vista to provide law enforcement services for the period of February 1, 2020 through January 31, 2021. Rio Vista and its residents are grateful for County assistance and are very pleased with the level of service provided by the Sheriff's Office to date.

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- Prison Rape Elimination Act Compliance (PREA): In Winter 2020, the Justice Center Correctional Facility successfully completed the PREA compliance audit process. The audit process lasted several months and included the installation of several new security cameras for staff to view blind spots. The Stanton Correctional Facility and the Claybank Correctional Facility passed the audit process in 2018 and 2019 respectively. Solano County jail facilities are now officially PREA compliant, upholding the County's zero-tolerance policy for sexual harassment and/or abuse. To remain PREA compliant, the jail facilities must undergo an audit every three years. The next audit of the Stanton Correctional Facility is set to begin in July 2020.
 - Jail-Based Competency Treatment: In partnership with the Department of State Hospitals, the Solano Courts, and the County's inmate mental health provider, WellPath (formerly California Forensic Medical Group), the Sheriff's Office implemented an in-house Jail-Based Competency Treatment program in February 2019. The goal is to restore competency to felony defendants who are declared Incompetent to Stand Trial. The program continues to be very successful. As of April 2020, 20 inmates have been restored to competency.
 - Inmate Vocational Training: The Rourk Vocational Training Center's main purpose is to provide inmates with opportunities to learn a trade or skill that will enable the inmate to obtain a job when he or she re-enters the community. Former inmates who are employed are less likely to recidivate. During FY2019/20, 24 male and female inmates completed a Forklift Operator course, a welding course, or a Laborer's Union Pre-Apprenticeship Class.
 - 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 five teachers and a re-entry specialist embedded in the three Solano County jail facilities. Between 100-125 inmates receive educational services on a daily basis through independent study, which includes one-to-one and small group instruction. With the assistance of Five Keys Charter Schools, 18 inmates received their high school diplomas in 2019.
 - RIMS Software Application: In partnership with the Department of Information Technology, replacement software for the Computer Aided Dispatch and Records Management System application was successfully installed with GO-Live effective in May 2019. The new application includes RIMS Collaborate which allows for greater regional sharing of data as the cities of Benicia, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo use RIMS. The Sheriff's Office entered into a multi-agency Memorandum of Understanding to establish or ratify relationships, responsibilities, procedures, permissions, and guidelines for the use of RIMS Collaborate data sharing software.
 - Civil Management System Application: In partnership with the Department of Information Technology, replacement software for the Civil Management System application was successfully installed with GO-Live effective in May 2020. The new web-based application allows staff to perform the civil function in both the office and in the field, tracking services and capturing and storing document images, and the electronic transfer of official court documents.
 - Narcan: The Narcan program equipped the deputies and the jail facilities with Narcan nasal spray for use in emergency situations to reverse the effects of an opioid overdose. The program has been very successful and as of April 2020, 7 lives have been saved.
 - Water Safety: Over the years, Sandy Beach park and river frontage, located along the Sacramento River near Rio Vista, has seen drownings from boating accidents and swimming activities. During the summer of 2019, the Sheriff's Marine Patrol canvassed Sandy Beach and the adjacent waterways to educate and inform citizens on boating safety and the inherent dangers of the Sacramento River. The deputies also handed out over 25 life jackets. Marine Patrol's efforts contributed to the positive outcome of no drownings or boating accidents in the Sandy Beach area waterways.
 - Employee Wellness: The Sheriff's Employee Wellness Committee has been very busy over the last 10 months. The Committee orchestrated the installation of three water filling stations for employee use; purchased refillable water bottles for each employee; purchased portable blood pressure monitors for employee use; held a Wellness Open House attended by more than 75 Sheriff's employees; and conducted financial wellness workshops in conjunction with the County's Wellness Coordinator for employees addressing topics such as retirement, buying a house and raising your credit score. Trainings were offered at times that accommodated 24/7 operations and were geared towards law enforcement personnel.
 - Vacancy Rate: Over the last three years, the vacancy rate has seen a steady increase, averaging around 13 percent, well above the normal vacancy rate of 7 percent. Efforts to reduce vacancies have included weekly meetings on recruitment with

Human Resources and the Sheriff's CAO Analyst, opening continuous recruitments, reaching out to prospective candidates through alternative methods such as public safety organizations and training academies, and the recent realignment of staffing resources to assist with pre-employment background investigations. These strategies have been successful. As of April 2020, the Sheriff's Office has hired 67 regular full-time employees and promoted 18 employees. These hires are somewhat offset by 55 employees who retired, separated from service, or internally promoted, for a net reduction of 30 vacancies, bringing the vacancy rate to seven percent.

WORKLOAD INDICATORS

Administration	2015	2016	2017	2018	2019
Total annual civil papers received for processing	8,228	8,244	7,887	7,588	7,480
Number of restraining orders processed	2,131	2,143	2,143	1,690	1,734
Number of warrants processed	9,490	9,999	10,324	9,946	9,224
Number of Forensic Services' call-outs to crime scenes	45	49	41	36	29
Number of property items processed	3,969	4,877	3,870	4,136	3,638
Number of suspect fingerprints analyzed	607	395	382	354	343

Compliance	2015	2016	2017	2018	2019
Number of background investigations processed	585	486	346	510	562
Number of CCW permit applications (new/renewal/modified)	663	999	1,742	1,316	1,536
Number of public records requests processed	667	754	876	1,134	1,212
Number of training hours provided to staff	39,662	30,130	30,771	27,139	31,465

Custody	2015	2016	2017	2018	2019
Number of bookings	16,192	16,205	15,555	15,356	13,238
Felonies	7,067	6,719	6,499	6,236	5,789
Misdemeanors	8,642	8,977	8,617	8,926	7,175
Other	483	498	439	194	272
Average daily population	940	985	975	769	733*
Average stay (days)	21.0	22.4	22.9	18.3	20.3

*Average daily population, pre COVID-19 pandemic emergency in 1st quarter, 2020. The State modified bookings during first two months of COVID-19 Shelter at Home; population has been under 400.

Functional Area Summary**6550 – Fund 900-Sheriff/Coroner
Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

Law Enforcement and Investigative Services	2015	2016	2017	2018	2019
Number of calls for service - Patrol	56,474	60,413	58,624	57,600	46,159
Number of arrests	3,692	3,449	2,802	2,402	2,180
Number of Sheriff Emergency Response Team call-outs	49	9	7	14	31
Number of illegal dumping cases investigated	243	478	447	481	361
Number of calls for service – Court Security	1,497	1,970	1,700	1,714	1,693
Number of prisoners transported - Court and other facilities	17,201	18,704	12,912	12,887	12,749
Number of prisoners transported – Medical & hospitalizations	972	365	416	323	469
Number of crime investigations	1,131	1,051	1,098	1,262	1,132
Number of felony sexual assault offender sweeps	16	9	12	8	8
Number of vessel inspections	1,045	556	704	406	577
Number of vessel assists	228	47	55	86	34
Number of Sheriff Enforcement Team compliance checks	298	210	245	209	385
Number of decedents received by Coroner	1,331	1,257	1,281	1,220	1,201
Number of autopsies	242	232	238	270	240

Emergency Services	2015	2016	2017	2018	2019
Number of Emergency Operations Center Activations	1	0	3	3	6
Number of search and rescue operations	20	14	16	13	11
Number of calls for service - Dispatch	100,739	108,388	104,654	108,295	92,262

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	91,082,851	96,431,702	100,482,197	4,050,495	4.2%
COMPLIANCE	268,446	219,285	242,950	23,665	10.8%
CUSTODY	7,919,056	8,732,861	8,780,058	47,197	0.5%
FIELD OPERATIONS	11,551,668	12,387,351	15,691,760	3,304,409	26.7%
EMERGENCY SERVICES	507,238	352,500	629,856	277,356	78.7%
TOTAL REVENUES	111,329,259	118,123,699	125,826,821	7,703,122	6.5%
APPROPRIATIONS					
ADMINISTRATION	23,293,802	26,113,064	25,797,155	(315,909)	(1.2%)
COMPLIANCE	1,722,541	3,409,210	3,548,131	138,921	4.1%
CUSTODY	53,995,078	55,544,844	59,293,538	3,748,694	6.7%
FIELD OPERATIONS	28,490,227	29,205,456	32,905,076	3,699,620	12.7%
EMERGENCY SERVICES	3,678,440	3,851,125	4,282,921	431,796	11.2%
TOTAL APPROPRIATIONS	111,180,088	118,123,699	125,826,821	7,703,122	6.5%
NET CHANGE	(149,171)	0	0	0	0.0%

STAFFING					
ADMINISTRATION	61	57	57	0	0.0%
COMPLIANCE	0	12	12	0	0.0%
CUSTODY	288	283	285	2	0.7%
FIELD OPERATIONS	157	155	167	12	7.7%
EMERGENCY SERVICES	25	25	27	2	8.0%
TOTAL STAFFING	531	532	548	16	3.0%

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents increases of \$7,703,122 or 6.5% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. As a result, the General Fund Contribution is increased by \$7,711,215 or 11.8%. The increase is largely attributed to Salaries and Employee Benefits, which reflect an increase of \$6,697,939 or 8.4% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates, as well as the addition of 12 positions for Contracted Services which is fully offset through the contract with the City Rio Vista. Department of Information Technology charges for communication and central data processing, and inmate medical and food costs also contributed to the increase.

The primary funding source for the Sheriff's Office is County General Fund Contribution of \$73,162,239 or 58.1% of the Recommended Budget. The primary source of non-County revenue is Proposition 172 Public Safety Tax; \$26,174,399 or 20.8% 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 a decrease of \$2,900,573 or 10.0% in Proposition 172 tax revenues over the current year's Adopted Budget due to the effects of COVID-19 on the State's economy. Other principal funding sources include: State payments for providing court security services, \$6,713,422 or 5.3% of total revenues; and State allocations under the 2011 Public Safety Realignment (AB109) of \$7,356,040 or 5.8% of total revenues.

Administration and Support

The primary programs for Administration are Administrative Services and Employee Services. Other programs include Records and Warrants, Civil, Forensic Identification Services, and Technology Services.

The Recommended Budget for Administration is \$100,482,197 in revenues and \$25,797,155 in appropriations. These represent an increase of \$4,050,495 or 4.2% in revenues and a decrease of \$315,909 or 1.2% in appropriations when compared to the FY2019/20 Adopted Budget. The increase in revenues is primarily from increases to General Fund contribution. Administration's Recommended Budget assumes Transfers-In from the Sheriff's Other Administered Funds will continue to offset costs of the Civil and Cal-ID programs. The decrease in expenditures is primarily due to a reduction in Countywide Administrative Overhead

costs, a net reduction in insurance costs, and one-time costs in FY2019/20 for an upgrade to the Automated Biometrics Identification System (revenue offset) and a replacement to the Civil management system. This decrease is somewhat offset by Salaries and Employee Benefits which increased primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates, and an increase to central data processing services.

The Administration Recommended Budget funds 57.0 FTE positions.

Compliance

The primary programs for Compliance are Professional Standards and Training. Other programs include Internal Investigations and Carry Concealed Weapons Permitting Services.

The Recommended Budget for Compliance is \$242,950 in revenues and \$3,548,131 in appropriations. These represent an increase of \$23,665 or 10.8% in revenues and an increase of \$138,921 or 4.1% in appropriations when compared to the FY2019/20 Adopted Budget. The increase in revenues is primarily due to more anticipated Peace Officer Standards and Training funds resulting from recent new hire Deputy positions. Compliance's Recommended Budget assumes State monies from Standards and Training for Corrections and Peace Officer Standards and Training will continue to offset training costs for Correctional Officers and Deputies. The increase in expenditures is primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates, and new subscription license costs for GovQA and Lexipol.

The Compliance Recommended Budget funds 12.0 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 \$8,780,058 in revenues and \$59,293,538 in appropriations. This represents an increase of \$47,197, or 0.5%, in revenues and an increase of \$3,748,694, or 6.8%, in appropriations when compared to the FY2019/20 Adopted Budget. The increase in revenues is primarily due to increased Federal funding for State Criminal Alien Assistance Program (SCAAP) and State funding for the County Jail-Based Competency Treatment (JBCT) program. Custody's Recommended Budget assumes State Supplemental Law Enforcement Services Fund (SLESF) monies will continue to fund maintenance projects; State funding for JBCT will continue to fund mental health services to return offenders to competency to stand trial; and 2011 Public Safety Realignment funding, SCAAP, and State booking allocation will continue to support Custody operations and inmate programming. Custody's Recommended Budget further assumes County Mental Health Services Act monies from Health and Social Services will continue to fund re-entry services for mentally ill offenders. The net increase in expenditures is primarily due to increases in Salaries and Employee Benefits which reflect an increase of \$2,346,443 or 6.2% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates. Other significant cost increases are for contracted inmate food service costs, jail facility maintenance costs, and contracted medical, mental health, and dental services.

The 2011 Public Safety Realignment funding for Community Corrections is \$4,567,977 for FY2020/21. These funds help to offset much of the costs of housing Public Safety Realignment (AB 109) inmates, such as staff Salaries and Employee Benefits, operational costs including medical and food costs, and programming costs.

The Recommended Custody Budget funds 285.0 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 Sheriff's Emergency Response Team, the Armory, and the Coroner's Office.

The Recommended Budget for Field Operations is \$15,691,760 in revenues and \$32,905,076 in appropriations. This represents an increase of \$3,304,409, or 26.7%, in revenues and an increase of \$3,699,620, or 12.7%, in appropriations when compared to the FY2019/20 Adopted Budget. The increase in revenues is primarily due to new contracted law enforcement services provided

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to the City of Rio Vista and increased cost for contracted security services. The Recommended Budget assumes State Trial Court Security monies will continue to support court security activities; State Supplemental Law Enforcement Services Fund (SLESF) monies will continue to support warrant service activities and Transportation operations; Cal-MMET funding will continue to support narcotics investigations; State Boating, Safety & Enforcement Financial Aid Program will continue to support Marine Patrol operations; and 2011 Public Safety Realignment funding will continue to support the Sheriff's Enforcement Team. The increase in expenditures is primarily due to increased Salaries and Employee Benefits costs from new positions providing law enforcement services to the City of Rio Vista, and Salaries and Employee Benefits which reflect an increase of \$3,542,273 or 13.9% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.

The 2011 Public Safety Realignment program budget allocation for Community Corrections is \$1,744,251 for FY2020/21. The Realignment funding pays for the Salaries and Employee Benefit 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.

The Recommended Field Operations budget funds 167.0 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 \$629,856 in revenues and \$4,282,921 in appropriations. This represents an increase of \$277,356, or 78.7%, in revenues and an increase of \$431,796, or 11.2%, in appropriations when compared to the FY2019/20 Adopted Budget. The net increase in revenues is due in part to higher contracted dispatch services revenue from local law enforcement and fire agencies. Emergency Services' Recommended Budget assumes all other agencies will continue to use dispatch services at or near the same number of calls as in prior years. The increase in expenditures is primarily due to increased Salaries and Employee Benefits costs from the requested positions, and Salaries and Employee Benefits which reflect an increase of \$359,939 or 11.3% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.

The Recommended Emergency Services division funds 27.0 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 \$17.4 million. Ten services with significant appropriations represented by individual and/or multiple service contracts are listed below. Several contracts are revenue-offset.

- \$11,338,000 for medical, dental & mental health care to inmates.
- \$2,288,000 for food service to inmates.
- \$973,000 for Jail-Based Competency Treatment for defendants.
- \$525,000 for re-entry services for mentally ill offenders.
- \$373,000 for case management service to inmates.
- \$300,000 for forensic pathology services.
- \$125,000 for employment readiness skills for inmates.
- \$116,000 for security guard services necessary for Sheriff to meet contracted obligations.
- \$96,000 for electronic monitoring for Alternatives to Custody program.
- \$70,000 for body transport services of decedents.

Fixed Assets

The FY2020/21 Recommended Budget includes the following fixed assets:

- \$129,972 for 10 replacement all-band portable radios and 10 replacement in-car all-band radios for Field Ops vehicles as the existing radios are nearing end of life. Four of the portable radios and four in-car radios are fully offset by civil processing fees in a special revenue fund.
- \$64,000 for a replacement server to run the store security video from the Stanton Correctional Facility as the existing server is nearing end of life.
- \$35,597 for two custom 3-cell transportation cages, two sets of law enforcement light bars, and two in-car all-band radios to equip two newer transport vans replacing older models.
- \$24,000 for one of six subsequent annual payments for the FY2019/20 automated biometrics identification system upgrade.
- \$23,815 for a replacement battery powered handscope laser emitting an alternative light source necessary to identify many forms of evidence, such as physiological fluids, when investigating and processing crime scenes.
- \$16,380 for two replacement industrial walk-behind battered powered floor scrubber for jail facilities as the existing floor scrubber is nearing end of life.
- \$7,500 for a microfilm scanner to digitize older microfiche records.

DEPARTMENT COMMENTS**Public Safety Realignment for Community Corrections (AB 109)**

The 2019 calendar year reflects little change as the combined average daily population at the three detention facilities was 178 AB 109 inmates, up slightly from 170 inmates for the 2018 calendar year. Using the 2019 ADP and the FY2020/21 Board-approved daily bed rate of \$277.00, approximately \$18.0 million of costs may be attributed to Public Safety Realignment inmates. Although the Sheriff's Office anticipates receiving \$4.6 million of the County's share of Public Safety Realignment for custody operations, the revenue is insufficient to cover the full program costs. County General Fund dollars must make up the difference.

Overtime Costs

Due to a vacancy rate that averages 7% but recently reached 13%, overtime costs to ensure 24 hour a day, 7 day a week coverage in both the jails and the field can be costly. In January 2020, the Correctional Officers assigned to the jail facilities moved from an 8-hour shift model working 80 hours per pay period to a 12-hour shift model working 84 hours per pay period. Consequently, the Recommended Budget includes \$1.1 million in overtime costs for the scheduled overtime from the 12-hour shift. The proactive payment of overtime as part of salary costs will provide greater coverage, reducing the need for overtime and lowering departmental costs.

Contracted Jail-Based Competency Treatment

On November 12, 2018, the Board approved a \$7,238,669 five-year agreement with the California Department of State Hospitals to implement an in-house Jail-Based Competency Treatment (JBCT) program. Projections using the five-year average daily rate of \$388.61 for 10 JBCT patient inmates reflect excess revenue over expenditures in Years 1 and 2, with break-even in Year 3, and excess expenditures over revenue in Years 4 and 5. The Sheriff's Office will retain excess funds collected in Years 1 and 2 as deferred revenue to fully offset expenditures in Years 4 and 5 when expenditures exceed revenues to ensure there is no impact to the General Fund.

Rourk Vocational Training Center

Although some programs were delayed during the Rourk Vocational Training Center's first year, the Sheriff's Office continues to ramp up and introduce new vocational training programs. The Recommended Budget includes appropriations of \$97,835 for programs and start-up/ongoing supplies. Approximately \$150,000 in additional supplies and instructor expenses are being purchased through the Inmate Welfare Fund.

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Functional Area Summary

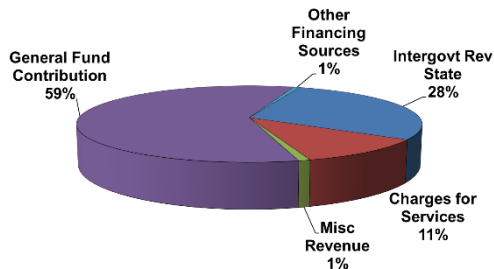
Rio Vista Law Enforcement Services

The Sheriff's Office anticipates the agreement will be extended for another year to allow Rio Vista sufficient time to reconstitute their police department or enter into a long-term agreement with the County. The Recommended Budget includes \$1,327,641 in appropriations and offsetting revenue to fund continued law enforcement services through June 30, 2021.

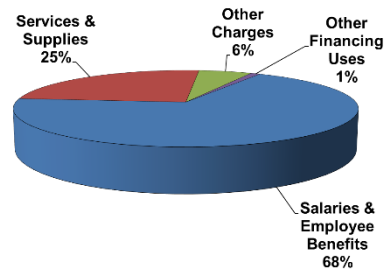
Inmate Food Services

Trinity Services Group, Inc. was awarded the inmate food service contract through a recent Request for Proposal solicitation. Proposers were asked to submit proposals without the assistance of inmate workers as the Sheriff's Office is unable to guarantee an appropriate pool of inmate workers due to the passage of Prop 47 (2014) and Prop 57 (2016) which effectively reduce the number of inmates eligible for work crew activities. Service is expected to start July 1, 2020.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	65,211	76,760	73,256	(3,504)	(4.6%)
FINES, FORFEITURES, & PENALTY	453,818	442,600	452,635	10,035	2.3%
REVENUE FROM USE OF MONEY/PROP	12,000	12,000	12,000	0	0.0%
INTERGOVERNMENTAL REV STATE	36,747,329	38,187,096	35,532,989	(2,654,107)	(7.0%)
INTERGOVERNMENTAL REV FEDERAL	423,622	280,000	385,679	105,679	37.7%
INTERGOVERNMENTAL REV OTHER	507,699	433,887	510,466	76,579	17.6%
CHARGES FOR SERVICES	9,715,100	10,604,911	13,735,265	3,130,354	29.5%
MISC REVENUE	1,178,339	1,055,159	1,162,709	107,550	10.2%
OTHER FINANCING SOURCES	1,146,737	1,580,262	799,583	(780,679)	(49.4%)
GENERAL FUND CONTRIBUTION	61,079,405	65,451,024	73,162,239	7,711,215	11.8%
TOTAL REVENUES	111,329,259	118,123,699	125,826,821	7,703,122	6.5%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	77,463,340	79,319,977	86,017,916	6,697,939	8.4%
SERVICES AND SUPPLIES	25,676,954	29,712,480	31,440,862	1,728,382	5.8%
OTHER CHARGES	6,694,155	7,651,266	7,379,905	(271,361)	(3.5%)
F/A EQUIPMENT	138,120	319,964	277,264	(42,700)	(13.3%)
F/A - INTANGIBLES	350,566	564,603	24,000	(540,603)	(95.7%)
OTHER FINANCING USES	1,350,457	1,197,245	1,304,156	106,911	8.9%
INTRA-FUND TRANSFERS	(493,506)	(641,836)	(617,282)	24,554	(3.8%)
TOTAL APPROPRIATIONS	111,180,087	118,123,699	125,826,821	7,703,122	6.5%
NET CHANGE	(149,171)	0	0	0	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- \$7,835,000 net increase in employer-paid costs:
 - \$1,912,000 for merit and longevity increases based on approved labor agreements.
 - \$1,694,000 for employer-paid retirement cost increases for County-approved CalPERS rate increase based on approved labor agreements.
 - \$2,234,000 increase for the 12.0 FTE positions approved by the Board during FY2019/20 to provide law enforcement services to the City of Rio Vista: 1.0 Lieutenant-Sheriff, 2.0 FTE Sergeant-Sheriff, and 9.0 FTE Deputy-Sheriff; offset with law enforcement service revenues.
 - \$318,000 for new 2.0 FTE Public Safety Dispatchers (Senior) and 1.0 FTE Limited-Term Mental Health Specialist II; partially offset with savings from the anticipated hire dates and extra-help costs.
- \$840,000 increase in inmate food costs from menu changes and discontinuing inmate labor in the jail kitchen.
- \$266,000 increase in contracted medical, mental health and dental services provided to inmates as part of an annual increase per the contract.
- \$162,000 increase for a body camera and video storage system.
- \$85,000 increase for an enhancement to the jail management system software application.
- \$61,000 increase for annual Everbridge subscription licensing; partially offset with revenues from subscribing agencies. The State is expected to cover this cost starting in FY2021/22.
- \$45,000 increase for annual GovQA subscription licensing.

Changes in allocated Share of County Costs:

- \$481,000 decrease in Countywide Administrative Overhead costs.
- \$412,000 increase to property insurance.
- \$349,000 decrease to worker's compensation insurance.
- \$343,000 increase in central data processing costs.
- \$139,000 decrease to liability insurance.
- \$95,000 increase in communications costs.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2019/20 Budget are provided below:

In June 2019, during FY2019/20 budget hearings, the Board approved:

- Add 1.0 FTE Deputy-Sheriff to provide assistance working with the homeless population in the unincorporated areas of the county.

In July 2019, the Board approved:

- Add 1.0 FTE Limited-term Mental Health Clinician (Lic) through September 30, 2020, to provide medicated-assisted treatment to selected inmates under the State's Medicated Assisted Treatment program. This position is funded entirely by State program revenue.

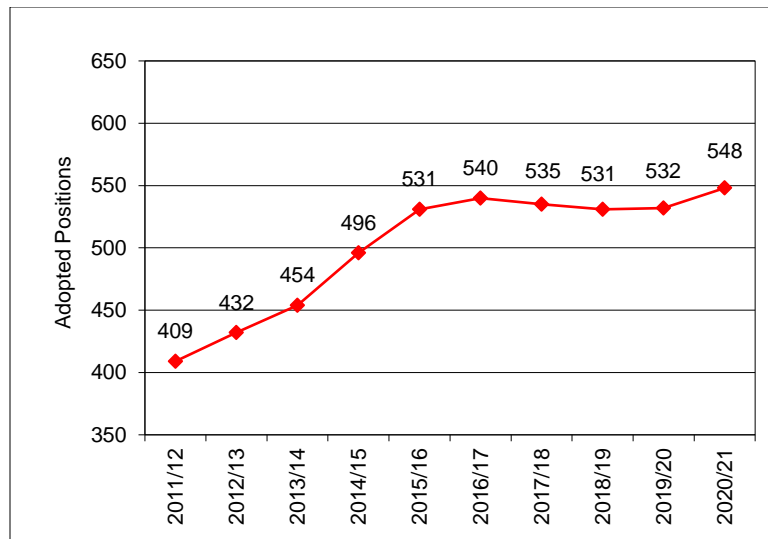
In January 2020, the Board approved:

- Add 1.0 FTE Lieutenant-Sheriff, 2.0 FTE Sergeant-Sheriff, and 9.0 FTE Deputy-Sheriff to provide contracted law enforcement services to the City of Rio Vista. The 12 positions are funded entirely by contracted law enforcement services revenue.

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The FY2020/21 Recommended Budget includes the following position allocation changes:

- Add 2.0 FTE Public Safety Dispatchers (Senior) to provide emergency pre-arrival medical instructions to 911 callers until Fire or Emergency Medical Service personnel arrive on scene (to be reimbursed by County EMS).
- Confirm change in status from 2.0 Limited-term to 2.0 FTE Public Safety Dispatchers (Senior) to provide emergency pre-arrival medical instructions to 911 callers until fire or Emergency Medical Service personnel arrive on scene.
- Add 1.0 FTE Limited-term Mental Health Specialist II to provide re-entry services under the Women's Re-entry Achievement Program converting an existing extra-help 40 hour per week temporary Mental Health Clinician position per recommendation from Human Resources. This position is funded by extra-help cost savings and the General Fund.
- Confirm the move of 1.0 FTE Sergeant-Sheriff to the Sheriff's operating budget from Animal Care Services to increase supervisory support for the Field Operations Division.

STAFFING TREND

PENDING ISSUES AND POLICY CONSIDERATIONS

The financial fallout of the COVID-19 Pandemic is expected to greatly impact some important department revenue streams such as revenues from Prop 172 Sales Tax, contracted security services, and civil activities. Other revenues may be affected as State and federal funds may be diverted from selected federal programs to fight COVID-19. Should there be a loss of federal funding in FY2020/21 to offset the loss, the Sheriff's Office anticipates having to defer purchasing replacement computer, communications, and tactical equipment and vehicles; defer maintenance projects; defer non-mandated training opportunities; and changes in non-mandated services provided.

The wide spread effects of COVID-19 and recommended social distancing are anticipated to continue impeding department operations into FY2020/21 as noted below.

- Custody. Two capital projects, replacement of the hot water piping and boiler and showers, are planned for FY2020/21 once clearance is granted. The Rourk Vocational Training Center has been temporarily closed and all other programs stopped except critical mental health programs. Inmate programming is expected to resume Fall of FY2020/21. On April 13, 2020, the Judicial Council of California enacted an Emergency Bail Schedule with most misdemeanors and most low-level felonies having \$0 bail. Currently, the order is valid until 90 days after the Governor officially ends the state emergency declaration but long-term impacts on the inmate population available for programming are unknown. Custody established a 14-day quarantine area for all new bookings before being released in the general housing areas this practice is expected to

continue into FY2020/21. Also, lobbies may remain closed to the public into FY2020/21, requiring mandated inmate visits to continue being conducted via video visitation.

- Field Operations. Court closures are expected to remain for a period of time into FY2020/21 reducing bailiff work and transportation cost. Additionally, the level of services may be scaled back for certain programs to meet obligations for other programs.
- Emergency Services. Incident Command System training courses, update to Local Hazard Mitigation Plan, routine equipment maintenance, and progress with AlertSolano have been deferred until FY2020/21 due to increasing workload for the COVID-19 emergency and anticipated PSPS events in summer 2020, impacting the limited staff assigned full-time to County OES.
- Compliance. All general, STC, and POST training may be provided in-house, deferred to later in the fiscal year, or the next year if classes are not available.
- Administration. Civil evictions deferred by the Governor's orders in March 2020 have created a backlog and are expected to greatly impact civil operations in FY2020/21 when evictions resume with increased volume.
- Consequently, the effects of COVID-19 may bring increased opportunities for collaboration among regional agencies with respect to training, dispatch, and other operations. The Sheriff's Office will explore opportunities for greater efficiency and cost-effective use of resources.

The Preliminary Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will further impact the Sheriff/Coroner budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final adoption of the FY2020/21 Adopted Budget.

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Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
4110 CIVIL PROCESSING FEES	179,602	165,790	156,206	(9,584)	(5.8%)
4120 SHERIFF ASSET SEIZURE	163,577	1,500	2,143	643	42.9%
2540 MENTALLY ILL OFFENDER GRANT	316,303	0	0	0	0.0%
2535 EMERGENCY MGMT PERFORM GRANTS	296,035	0	85,837	85,837	0.0%
2536 FLOOD EMERGENCY RESPONSE GRANT	37,459	131,000	131,000	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	104,591	423,700	128,800	(294,900)	(69.6%)
2539 HOMELAND SECURITY GRANTS	641,838	636,266	859,617	223,351	35.1%
4050 AUTOMATED IDENTIFICATION	422,648	493,863	506,705	12,842	2.6%
4052 VEHICLE THEFT INVES/RECOVERY	507,882	492,978	518,865	25,887	5.3%
2850 ANIMAL CARE SERVICES	3,913,678	4,062,591	4,201,082	138,491	3.4%
5460 IND BURIAL VETS CEM CARE	9,452	8,750	8,890	140	1.6%
APPROPRIATIONS					
4110 CIVIL PROCESSING FEES	70,287	349,270	152,566	(196,704)	(56.3%)
4120 SHERIFF ASSET SEIZURE	105,646	102,787	31,743	(71,044)	(69.1%)
2540 MENTALLY ILL OFFENDER GRANT	316,303	0	0	0	0.0%
2535 EMERGENCY MGMT PERFORM GRANTS	288,663	0	85,837	85,837	0.0%
2536 FLOOD EMERGENCY RESPONSE GRANT	0	131,000	131,000	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	104,590	423,700	128,800	(294,900)	(69.6%)
2539 HOMELAND SECURITY GRANTS	637,593	636,266	859,617	223,351	35.1%
4050 AUTOMATED IDENTIFICATION	474,544	992,241	439,639	(552,602)	(55.7%)
4052 VEHICLE THEFT INVES/RECOVERY	424,981	520,919	543,935	23,016	4.4%
2850 ANIMAL CARE SERVICES	4,570,662	4,979,370	5,038,930	59,560	1.2%
5460 IND BURIAL VETS CEM CARE	38,308	33,589	37,558	3,969	11.8%
NET CHANGE					
4110 CIVIL PROCESSING FEES	(109,315)	183,480	(3,640)	(187,120)	(102.0%)
4120 SHERIFF ASSET SEIZURE	(57,931)	101,287	29,600	(71,687)	(70.8%)
2540 MENTALLY ILL OFFENDER GRANT	0	0	0	0	0.0%
2535 EMERGENCY MGMT PERFORM GRANT	(7,372)	0	0	0	0.0%
2536 FLOOD EMERGENCY RESPONSE GRAI	(37,459)	0	0	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	(1)	0	0	0	0.0%
2539 HOMELAND SECURITY GRANTS	(4,245)	0	0	0	0.0%
4050 AUTOMATED IDENTIFICATION	51,896	498,378	(67,066)	(565,444)	(113.5%)
4052 VEHICLE THEFT INVES/RECOVERY	(82,901)	27,941	25,070	(2,871)	(10.3%)
2850 ANIMAL CARE SERVICES	656,984	916,779	837,848	(78,931)	(8.6%)
5460 IND BURIAL VETS CEM CARE	28,856	24,839	28,668	3,829	15.4%

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 \$9,584 or 5.8% in revenues and a decrease of \$196,704 or 56.3% in appropriations when compared to the FY2019/20 Adopted Budget. The decrease in revenues is primarily due to lower anticipated interest income earned resulting from the current economic downturn related to the COVID-19 pandemic. The decrease in expenditures is due to a reduction in Operating Transfer-Out that funded the replacement of the civil case management system to the Sheriff's operating budget (Fund 900 – BU 6550). Other Financing Uses includes an Operating Transfer-Out 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 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	102,021	99,790	99,790	0	0.0%
REVENUE FROM USE OF MONEY/PROP	26,013	15,000	5,416	(9,584)	(63.9%)
CHARGES FOR SERVICES	51,568	51,000	51,000	0	0.0%
TOTAL REVENUES	179,602	165,790	156,206	(9,584)	(5.8%)
APPROPRIATIONS					
OTHER FINANCING USES	70,287	349,270	152,566	(196,704)	(56.3%)
TOTAL APPROPRIATIONS	70,287	349,270	152,566	(196,704)	(56.3%)
CHANGE IN FUND BALANCE	(109,315)	183,480	(3,640)	(187,120)	(102.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

\$152,566 or 56.3% decrease in Operating Transfers-Out to the Sheriff's operating budget (Fund 900 - BU 6550) for one-time costs in FY2019/20 for a replacement civil program management system.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

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. Solano County could consider seeking a legislative change to modify these percentages.

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Civil Processing Fees collection and this budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget presented herein based on additional analysis surrounding the impacts of COVID-19 prior to final approval of the FY2020/21 Budget.

FUNCTION AND RESPONSIBILITIES

The Sheriff's Office, in its role as a law enforcement agency, assists other local law enforcement agencies with the arrests of suspected drug dealers. Personal property associated with illegal drug activity is often 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 \$643 or 42.9% in revenues and a decrease of \$71,044 or 69.1% in appropriations when compared to the FY2019/20 Adopted Budget, resulting in a decrease to Fund Balance of \$29,600. The increase in revenues is due to Countywide Administrative Overhead adjustments resulting in revenue to the budget unit. The decrease in appropriations is due to reductions in Operating Transfers-Out to support the Narcotics Canine Program in the Sheriff's operating budget (Fund 900 – BU 6550) which are reflected in the Other Financing Uses of \$31,743. Additionally, Countywide Administrative Overhead charges are budgeted to decrease in the Recommended Budget. No County General Fund dollars are included in this budget.

Fixed Assets

None.

See related Budget Unit 9118 – Fund 253 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

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.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	82,383	0	0	0	0.0%
REVENUE FROM USE OF MONEY/PROP	5,981	1,500	1,500	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	75,213	0	0	0	0.0%
CHARGES FOR SERVICES	0	0	643	643	0.0%
TOTAL REVENUES	163,577	1,500	2,143	643	42.9%
APPROPRIATIONS					
OTHER CHARGES	72,967	41,337	0	(41,337)	(100.0%)
OTHER FINANCING USES	32,679	61,450	31,743	(29,707)	(48.3%)
TOTAL APPROPRIATIONS	105,646	102,787	31,743	(71,044)	(69.1%)
CHANGE IN FUND BALANCE	(57,931)	101,287	29,600	(71,687)	(70.8%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Sheriff Asset Seizure budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

FUNCTION AND RESPONSIBILITIES

The Mentally Ill Offender Crime Reduction (MIOCR) budget was used to track grant dollars received from the California Board of State and Community Corrections (BSCC) that supported prevention, intervention, supervision, and incarceration-based services to improve outcomes for mentally ill adult offenders and reduce recidivism. The program design targeted 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 were administered by the Sheriff's Custody Division and used in accordance with an agreed upon expenditure plan.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget does not include revenues and appropriations and there is no change when compared to the FY2019/20 Adopted Budget. The lack of revenues and expenditures reflect no Recommended Budget as the three-years of grant funding and the fourth program sustainable year have been completed, ending the term of the grant. However, work to address mentally ill offenders continues and is in part, included in the Sheriff's operating budget.

DEPARTMENT COMMENTS

Due to the importance of the services provided under the MIOCR grant, the Sheriff continues to provide these services and has incorporated them into the Sheriff/Coroner FY2020/21 operating budget (BU 6550).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
MISC REVENUE	158,151	0	0	0	0.0%
OTHER FINANCING SOURCES	158,152	0	0	0	0.0%
TOTAL REVENUES	316,303	0	0	0	0.0%
APPROPRIATIONS					
SERVICES AND SUPPLIES	316,303	0	0	0	0.0%
TOTAL APPROPRIATIONS	316,303	0	0	0	0.0%
CHANGE IN FUND BALANCE	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The County has fulfilled the grant requirements of providing three years of grant funded services and a fourth year of services funded by the County as a maintenance of effort. Ongoing program costs have been transferred to the Sheriff's operating budget (BU 6550).

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 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 Solano County Office of Emergency Services (OES) coordinates countywide efforts to improve preparedness, mitigation, response and recovery efforts of all hazards. 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 EMPG 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 \$85,837 or 100.0% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. The increases in revenues and expenditures are the result of the carryforward balance from the 2019 EMPG grant.

The appropriations reflect the 2019 EMPG funded projects which include:

- \$66,789 to purchase up to 40 replacement computers (laptops, desktops, all-in-ones) for the Emergency Operations Center.
- \$8,548 to purchase 10 replacement chairs for the Emergency Operations Center.
- \$10,500 for communicating and promoting the need for emergency preparedness as required by CalOES.

No County General Fund dollars are included in this budget.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	296,035	0	85,837	85,837	0.0%
TOTAL REVENUES	296,035	0	85,837	85,837	0.0%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	39,847	0	0	0	0.0%
SERVICES AND SUPPLIES	203,426	0	85,837	85,837	0.0%
F/A EQUIPMENT	45,390	0	0	0	0.0%
TOTAL APPROPRIATIONS	288,663	0	85,837	85,837	0.0%
CHANGE IN FUND BALANCE	(7,372)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes a \$85,837 increase in both grant revenue and appropriations due to the re-budgeting of the remaining 2019 EMPG grant projects in FY2020/21.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time it is unclear how COVID-

19 will impact the EMPG budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

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 Solano County 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, County Health & Social Services, County Resource Management, and Solano County Water Agency) 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 no changes to either revenue or appropriations when compared to the FY2019/20 Adopted Budget. The 2017 Emergency Flood Response – Delta Round 2 funded projects were deferred to FY2020/21.

The appropriations support the remaining 2017 Delta Round 2 funded projects which include:

- \$88,000 to outfit four (4) connex storage boxes with emergency flood fight materials which will be distributed to the Reclamation Districts within the Delta.
- \$38,000 for Standardized Emergency Management System (SEMS) and Incident Command System (ICS) trainings.
- \$5,000 to support Management and Administration costs to administer the accounting and fiscal activities of the grant.

No County General Fund dollars are included in this budget.

Contracts

None.

Fixed Assets

None.

DEPARTMENT COMMENTS

The widespread effects of COVID-19 and recommended social distancing requirements has delayed SEMS and ICS classroom based trainings until Fall of FY2020/21. The grant period ends July 26, 2021.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	37,459	131,000	131,000	0	0.0%
TOTAL REVENUES	37,459	131,000	131,000	0	0.0%
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	43,000	43,000	0	0.0%
OTHER CHARGES	0	88,000	88,000	0	0.0%
TOTAL APPROPRIATIONS	0	131,000	131,000	0	0.0%
CHANGE IN FUND BALANCE	(37,459)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

Summary of Other Administered Budgets 2536 – Fund 256-Flood Emergency Response Grants

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time it is unclear how COVID-19 will impact the Flood Emergency Response Grants budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

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 Bay Area/regionwide homeland security activities. The Solano County 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 a decrease of \$294,900 or 69.6% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. The net decreases in revenue and appropriations are due to the expected completion of the 2018 UASI award and the re-budgeting of the 2019 UASI grant projects in FY2020/21.

The appropriations support the 2019 UASI funded projects which include:

Fixed Assets

- \$63,942 to purchase a DNA/RNA extraction instrument.
- \$64,858 to purchase interoperable radio communications equipment such as antennas, a radio repeater, and backhaul network equipment to support existing towers.

No County General Fund dollars are included in this budget.

DEPARTMENT COMMENTS

The 2019 UASI grant period ends December 31, 2020.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	104,590	423,700	128,800	(294,900)	(69.6%)
MISC REVENUE	1	0	0	0	0.0%
TOTAL REVENUES	104,591	423,700	128,800	(294,900)	(69.6%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	203,209	0	(203,209)	(100.0%)
OTHER CHARGES	74,684	0	0	0	0.0%
F/A EQUIPMENT	29,906	220,491	128,800	(91,691)	(41.6%)
TOTAL APPROPRIATIONS	104,590	423,700	128,800	(294,900)	(69.6%)
CHANGE IN FUND BALANCE	-1	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- \$423,700 decrease in grant revenue and appropriations due to the completion of the 2018 UASI grant projects.
- \$128,800 increase in grant revenue and appropriations to re-budget the 2019 UASI grant projects in FY2020/21.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time, it is unclear how COVID-19 will impact the UASI budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

**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 Solano County 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 \$223,351 or 35.1% in revenues and appropriations when compared to the FY2019/20 Adopted Budget reflecting a total of \$859,617 in total revenues and \$859,617 in re-budgeted equipment purchases. The net increases in revenues and expenditures are due to the expected completion of the 2017 HSG award, and the result of the carryforward balances from the 2018 and 2019 HSGs awarded in FY2018/19 and FY2019/20, respectively.

The appropriations support the remaining 2018 and 2019 HSG-funded projects which include:

- \$196,022 to purchase a customized truck to tow Urban Search and Rescue equipment for the Fairfield Fire Department.
- \$67,827 for joint-agency Hazardous Materials Team training.
- \$65,385 to conduct a multi-jurisdictional operational area full scale multi-casualty exercise.
- \$85,000 for emergency response equipment for the Mobile Field Force Team.
- \$31,475 to purchase reflective identification tags for self-contained breathing apparatus equipment for all local agencies.
- \$25,875 to purchase portable radios for the Benicia Fire Department.
- \$10,000 to purchase a heavy-lift air bag system available for countywide use, deployed to the Vallejo Fire Department.
- \$45,438 to support Management and Administration costs to administer the accounting and fiscal activities of the grant.

Contracts

- \$20,000 for consultant to manage an upcoming planned multi-jurisdictional operational area full scale multi-casualty exercise.

Fixed Assets

- \$297,792 for the purchase of Interoperable Radio Communications equipment to equip the new Vallejo tower with capability to transmit the Fairfield/Vacaville signal to south county as the next step in a multi-year/multi-funding source project to transition to a trunked radio system for all agencies in the county.
- \$34,536 for up to 9 portable radios to communicate during mutual aid requests with cities in the county.

No County General Fund dollars are included in this budget.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	639,126	636,266	859,617	223,351	35.1%
MISC REVENUE	2,712	0	0	0	0.0%
TOTAL REVENUES	641,838	636,266	859,617	223,351	35.1%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,042	5,000	26,374	21,374	427.5%
SERVICES AND SUPPLIES	2,169	81,406	39,064	(42,342)	(52.0%)
OTHER CHARGES	605,568	286,857	461,851	174,994	61.0%
F/A EQUIPMENT	28,814	263,003	332,328	69,325	26.4%
TOTAL APPROPRIATIONS	637,593	636,266	859,617	223,351	35.1%
CHANGE IN FUND BALANCE	(4,244)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustments:

- \$170,686 decrease in grant revenue and appropriations due to the completion of the 2017 HSG projects.
- \$133,450 decrease in grant revenue and appropriations due to the completion of some 2018 HSG projects, as the remaining funded projects are re-budgeted in FY2020/21. The 2018 HSG period ends May 31, 2021.
- \$527,487 increase in grant revenue and appropriations due to re-budget of the 2019 HSG projects in FY2020/21. The 2019 HSG period ends May 31, 2021.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact federal allocations for Homeland Security Grants (HSG) budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget presented herein based on additional analysis surrounding the impacts of COVID-19 prior to final approval of the FY2020/21 Budget.

Thomas A. Ferrara, Sheriff/Coroner
Public Protection

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 as designated by statute.

- 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

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$12,842 or 2.6% in revenue and a decrease of \$552,602 or 55.7% in appropriations when compared to the FY2019/20 Adopted Budget, resulting in an increase in Fund Balance of \$67,066. The increase in revenues reflects an increase in the number of vehicles projected to be registered within the County. The decrease in expenditures is due to a reduction in Operating Transfer-Out which previously funded the AFIS replacement project in the Sheriff's operating budget. Other Financing Uses includes an Operating Transfer-Out to the Sheriff's operating budget (Fund 900 – BU 6550) to offset costs within the Cal-ID program. No County General Fund dollars are included in this budget.

Fixed Assets

None.

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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	405,553	486,363	503,147	16,784	3.5%
REVENUE FROM USE OF MONEY/PROP	17,089	7,500	3,558	(3,942)	(52.6%)
CHARGES FOR SERVICES	7	0	0	0	0.0%
TOTAL REVENUES	422,648	493,863	506,705	12,842	2.6%
APPROPRIATIONS					
OTHER CHARGES	9,558	15,623	17,289	1,666	10.7%
OTHER FINANCING USES	464,986	976,618	422,350	(554,268)	(56.8%)
TOTAL APPROPRIATIONS	474,544	992,241	439,639	(552,602)	(55.7%)
CHANGE IN FUND BALANCE	51,896	498,378	(67,066)	(565,444)	(113.5%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes a \$554,268 decrease in Operating Transfers-Out to the Sheriff's operating budget (Fund 900 – BU 6550) for one-time costs in FY2019/20 for an upgrade to the automated biometrics identification system.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Automated Identification budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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 2019, the task force recovered 312 stolen vehicles valued at \$3,394,609 and made 56 arrests during the course of their investigations.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$25,887 or 5.3% in revenues and an increase of \$23,016 or 4.4% in appropriations when compared to the FY2019/20 Adopted Budget, resulting in a decrease to Fund Balance of \$25,070. The increase in revenues reflects an increase in the number of vehicles projected to be registered within the County. Salaries and Employee Benefits reflect an increase of \$34,148 or 10.0% primarily due to negotiated and approved labor contracts resulting in increases in wages, and CalPERS retirement costs. No County General Fund dollars are included in this budget.

Contracts

Contract services include \$36,000 for vehicle theft investigation and recovery assistance provided by the California Highway Patrol.

Fixed Assets

The FY2020/21 Recommended Budget includes \$15,000 for the purchase of a vehicle tagging system to tag and locate fleeing vehicles of interest.

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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	507,708	492,978	518,865	25,887	5.3%
MISC REVENUE	174	0	0	0	0.0%
TOTAL REVENUES	507,882	492,978	518,865	25,887	5.3%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	334,434	342,165	376,313	34,148	10.0%
SERVICES AND SUPPLIES	84,877	113,218	146,002	32,784	29.0%
F/A EQUIPMENT	0	59,500	15,000	(44,500)	(74.8%)
OTHER FINANCING USES	5,670	6,036	6,620	584	9.7%
TOTAL APPROPRIATIONS	424,981	520,919	543,935	23,016	4.4%
CHANGE IN FUND BALANCE	(82,901)	27,941	25,070	(2,871)	(10.3%)

	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
STAFFING					
VEHICLE THEFT INVES/RECOVERY	2	2	2	2	0.0%
TOTAL STAFFING	2	2	2	2	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- \$60,000 decrease for one-time purchase of an automated license plate reader system in FY2019/20.
- \$35,000 increase for central data processing services.
- \$15,000 increase to purchase a vehicle tagging system.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Vehicle Theft Investigation/Recovery budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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 and Memorandum of Understanding with the cities, 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 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 (CCR), Title 17(Public Health), and CCR section 2606 (Rabies, Animal) and associated State regulations.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- *Staffing:* Retention of experienced office staff remains a constant challenge as most County employees work Monday through Friday 8:00 a.m. to 5:00 p.m.; however, for public convenience, Animal Care office staff work Tuesday through Saturday 9:30 a.m. to 6:30 p.m. Poor retention is often attributed to the difference in work schedules. When there is a vacancy, the Sheriff's Office adjusts the Animal Care clinic hours, remaining open for selected days and times. This closure impacts the revenue streams for vaccinations and spay/neuter surgeries and reduces services to the community for low-cost spay and neuter procedures.
- *Volunteer Program:* Eighty to one hundred volunteers are needed to help with adoption events, outreach opportunities, fundraising, animal transports, office assistance, clinic support, shelter upkeep, and with providing additional care to the shelter animals. Animal Care has five active volunteers. The Animal Care Outreach and Volunteer Coordinator has broad responsibilities that limit the time available for building up the volunteer program. The Sheriff's Office is working to find a dedicated volunteer to fill this need in the interim.

Accomplishments:

The Shelter live release rate continues to increase from 39% in 2011 to 77% in 2019.

- *Adoption Events:* Animal Care held 10 off-site and sponsored community adoption events that resulted in more than 250 adoptions. Of the many adoption events held, the largest was the August 17, 2019 "Clear the Shelters" event, in partnership with NBC Universal Television Stations, which resulted in 69 animals adopted from the shelter into new homes.
- *Euthanasia:* Animal Care's euthanasia numbers have declined dramatically from 6,013 in 2011 to 1,937 in 2019, a 67.8% 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 their care. This dedication has led to strengthened partnerships with rescue organizations and increased opportunities to transfer animals to other shelters to fill adoption demand opportunities elsewhere by partnering with other California counties, as well as shelters in other states and Canada.
- *Best Friends Animal Society:* In June of 2019, Animal Care entered into a partnership with Best Friends Animal Society to conduct an assessment of the County's animal shelter operations. One recommendation was to increase spay/neuter funding to help solve the overpopulation issues with community cats, thereby reducing the number of cats brought into the animal shelter. In response, Animal Care applied for and received a \$50,000 Rachael Ray: Save Them All grant from the

Rachael Ray Foundation and administered by Best Friends to fund the Hip To Be Tipped – Shelter Neuter Return (SNR) project. The SNR project provides spay/neuter services to up to 500 community cats within the borders of Solano County by encouraging Solano County residents and animal organizations to bring in community cats for no-cost spay/neuter services, resulting in reduced shelter admissions and operating costs in the future. To date, 380 community cats have been spayed/neutered as a result of the grant funding. Animal Care hopes to maintain this partnership with Best Friends and continues to look for opportunities to improve operations resulting in saving the lives of the animals brought into our shelter and in our community.

- *Animal Care Administrative Office:* Construction was completed to renovate and convert the existing 2,600 square foot shelter building to accommodate an administrative office. Solano County Animal Care Services moved into their new administration office on March 2, 2020. The new office space includes a conference room and four clerical stations to enhance services and provide more efficient customer service than the previously leased modular building. A new HVAC system was installed throughout the building, including the cattery area.

WORKLOAD INDICATORS

Animal Shelter Services	2015	2016	2017	2018	2019
Number of animals received for processing	7,984	8,350	8,187	7,584	7,516
Number of animals adopted	1,241	1,398	1,704	1,524	1,743
Number of animals returned to their owner	856	884	989	851	954
Number of animals rescued by nonprofits	1,228	985	1,415	1,124	1,071
Number of animals transferred to other shelters	344	754	774	1,102	1,298
Number of public clinic vaccinations	0	108	1,049	2,662	1,222

Animal Control Services	2015	2016	2017	2018	2019
Number of call outs for animal bites	983	547	908	896	919
Number of animals quarantined	771	842	567	681	632
Number of animal abuse investigations conducted	75	97	49	46	40

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$138,491 or 3.4% in revenues and an increase of \$59,560 or 1.2% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the Net County Cost decreased by \$78,931 or 8.6%. The decrease is largely attributed to an increase in spay/neuter revenue due to the planned expansion of public clinic hours.

Primary Funding Sources

The primary funding sources are Charges for Services and Intergovernmental Revenues which represent \$3,964,392 or 94.4% of total revenues. Intergovernmental Revenues of \$2,871,526 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 \$1,092,866 include City of Vallejo payments totaling \$607,356 (14.5% 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 and dog licensing totaling \$485,510 (11.6% of total revenues).

Animal Care

The Recommended Budget for Animal Care is \$3,555,166 in revenues and \$3,937,666 in appropriations. This represents an increase of \$121,117 or 3.5% in revenues and an increase of \$35,371 or 0.9% in appropriations when compared to the FY2019/20 Adopted Budget. The revenue increase is primarily from higher shares-of-cost by city partners and a greater

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection/Protection & Inspect**

number of animal adoptions. The Recommended Budget assumes city payments will continue to support shelter operations. The increase in expenditures is primarily due to Board authorized increases in Salaries and Employee Benefit costs. This increase is somewhat offset by a reduction in cost for canine influenza vaccine and decreases in maintenance and building rental costs due to completion of building projects.

The Animal Care Recommended Budget funds 21 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 \$645,916 in revenues and \$1,101,264 in appropriations. This represents an increase of \$17,374 or 2.8% in revenues and an increase of \$24,189 or 2.3% in appropriations when compared to the FY2019/20 Adopted Budget. The increase in revenues is primarily from the increased costs of providing animal control services to the City of Vallejo. The Recommended Budget assumes services will be renewed for FY2020/21. The increase in expenditures is primarily due to Board authorized increases in Salaries and Employee Benefit costs and CalPERS rate increases.

The Animal Control Recommended Budget funds 5.0 FTE positions.

Contracts

The FY2020/21 Recommended Budget includes a total of \$497,000 in contracted services which includes the following significant contracts:

- \$379,000 for veterinary services (performed by Contract Employees)
- \$102,000 for animal licensing (County and cities)
- \$ 16,000 for software maintenance service and support for Chameleon

Fixed Assets

The FY2020/21 Recommended Budget includes the following fixed assets:

- \$45,000 for an x-ray system for clinic operations to allow shelter veterinarians to better diagnose animal ailments; fully offset with donation revenue.
- \$15,000 for a generator to provide backup power to enable shelter operations to continue in the event of a power outage.

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 FY2020/21 Recommended Budget includes a projection for revenue of \$141,300 from spay/neuter and vaccination services; however, this revenue stream is not guaranteed and will fluctuate based on the need of County residents.

Alfred Wastlhuber Trust

Former Rio Vista resident and cat lover, Alfred Wastlhuber, had named the Solano County Animal Shelter in his living trust to receive a share of his estate. He passed away on September 3, 2018. In January 2020, the Animal Shelter received a distribution of \$152,367 from Mr. Wastlhuber's estate which was deposited into the Animal Shelter's donation account. The Recommended Budget includes appropriations of \$45,000 from this account for purchase of an x-ray machine.

Summary of Other Administered Budgets

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DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	42,097	38,959	38,815	(144)	(0.4%)
INTERGOVERNMENTAL REV OTHER	2,559,982	2,828,590	2,871,526	42,936	1.5%
CHARGES FOR SERVICES	1,062,478	1,073,542	1,092,866	19,324	1.8%
MISC REVENUE	164,326	121,500	197,875	76,375	62.9%
OTHER FINANCING SOURCES	84,795	0	0	0	0.0%
TOTAL REVENUES	3,913,678	4,062,591	4,201,082	138,491	3.4%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	2,903,869	3,068,961	3,072,082	3,121	0.1%
SERVICES AND SUPPLIES	1,093,128	1,299,936	1,284,758	(15,178)	(1.2%)
OTHER CHARGES	539,701	582,255	591,860	9,605	1.6%
F/A EQUIPMENT	0	0	60,000	60,000	0.0%
OTHER FINANCING USES	26,473	25,968	28,355	2,387	9.2%
INTRA-FUND TRANSFERS	7,492	2,250	1,875	(375)	(16.7%)
TOTAL APPROPRIATIONS	4,570,662	4,979,370	5,038,930	59,560	1.2%
NET COUNTY COST	656,985	916,779	837,848	(78,931)	(8.6%)
STAFFING					
ANIMAL CARE	22	21	20	(1)	(1.0%)
ANIMAL CONTROL	7	6	6	0	-0.1%
TOTAL STAFFING	29	27	26	(1)	(1.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustments:

- \$62,000 increase in County Garage Service due to the purchases of two new animal transportation units for replacement Animal Control trucks, not included in Fleet's vehicle replacement plan.
- \$56,000 increase in Departmental Administrative Overhead due to 25% of the salary and benefits for the Sergeant overseeing the Animal Control unit was expensed to Departmental Administrative Overhead instead of as a split distribution directly to the individual salary and benefit sub objects.
- \$47,000 decrease in Countywide Administrative Overhead.
- \$30,000 decrease in Drugs & Pharmaceutical Supplies due to a 50% decrease in the cost of the Canine Influenza vaccination as a result of an increase in the number of suppliers producing the vaccine. The two-part vaccine will be administered to each dog upon intake, and again two weeks later. Additionally, vaccinations will be made available for purchase through the Shelter Clinic to Solano County residents' pets.
- \$18,000 increase in Liability Insurance.
- \$15,000 decrease in Rent & Leases – Building Improvements due to the completion of construction at the Animal Shelter and removal of modular office in March of 2020.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2019/20 Budget are provided below:

- Delete 1.0 FTE Sergeant Sheriff (moved to Sheriff's operating budget unit).

PENDING ISSUES AND POLICY CONSIDERATIONS

Effective January 1, 2020, SB 245 permanently waives adoption fees for military veterans to help bring together veterans seeking companion animals and pets needing a home. Veterans must present their identification card indicating veteran

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Thomas A. Ferrara, Sheriff/Coroner
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Summary of Other Administered Budgets

designation in order to receive the fee waiver and are limited to one waived adoption fee every six months. Animal Care Services anticipates up to 100 animals adopted by veterans in FY2020/21.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Animal Care Services budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

FUNCTION AND RESPONSIBILITIES

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.

Pursuant 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.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$140 or 1.6% in revenues and an increase of \$3,969 or 11.8% in appropriations when compared to the FY2019/20 Adopted Budget, resulting in an increase of \$3,829 or 15.4% in General Fund support for the State mandated functions for costs not supported by available fee revenue collected. The increase in expenditures reflects an increase in the cost for cremations/burials and a slight increase in projected indigent cases.

Contracts

Contract services represent a significant portion of the FY2020/21 Recommended Budget with a total of \$36,000 for indigent cremation/burial services. In addition to contracted services, appropriations include Countywide Administrative Overhead.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
MISC REVENUE	9,453	8,750	8,890	140	1.6%
TOTAL REVENUES	9,453	8,750	8,890	140	1.6%
APPROPRIATIONS					
OTHER CHARGES	38,308	33,589	37,558	3,969	11.8%
TOTAL APPROPRIATIONS	38,308	33,589	37,558	3,969	11.8%
NET COUNTY COST	28,856	24,839	28,668	3,829	15.4%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

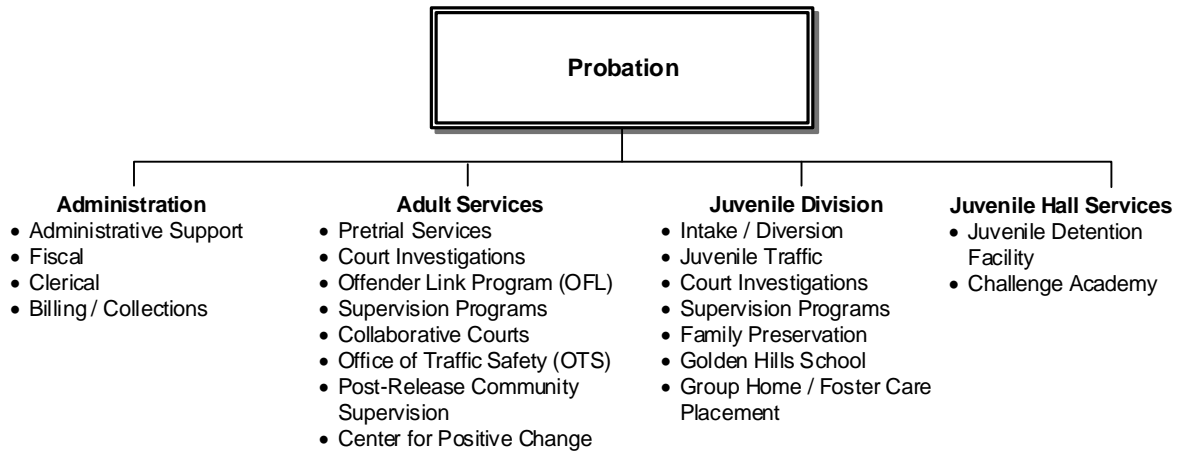
SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Indigent Burial budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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:

FY2019/20 Midyear Projection:	42,728,645
FY2020/21 Recommended:	45,715,932
County General Fund Contribution:	24,171,067
Percent County General Fund Supported:	52.9%
Total Employees (FTEs):	218

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 are: Administration Services, Adult Field Services, Juvenile 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 employs staff who are firm, fair and care about the community and the clients under its jurisdiction. The Department provides a variety of support services including the maintenance of criminal records, fiscal administration, grant administration, collection of fines and fees for adults, and victim restitution. The Department supervises 2,850 adult clients under Post Release Community Supervision (PRCS), Mandatory Supervision, and/or Formal Probation. The Department also provides diversion services to 175 youth, supervision services to 225 youth in the community, and support to 15 youth in out-of-home placement programs. Additionally, the Department provides treatment, rehabilitation, and restorative justice for youth detained at the JDF. In FY2020/21, the Department will continue to enhance treatment services offered through the Centers for Positive Change (CPC), the Youth Achievement Center (YAC), and the Challenge Academy. The Department will also continue to focus on providing evidence-based/evidence-informed training to staff, and training to support staff wellness.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTSChallenges:

- The Department is preparing to go live with a new case management system, eProbation. The conversion to this system is challenging in that it requires the transfer of years of data collected from multiple systems to the new system. Department-wide training and testing of the eProbation system will continue in FY2020/21.
- The Department continues to try to meet the needs of youth with mental health issues. The provider used by the Department increased referrals, which resulted in a waitlist for services. Because of capacity, some youth do not have timely access to services. As a result, the Department is expanding services in FY2020/21 to meet increased demand.
- The Department continues to experience a high number of vacancies at the Juvenile Detention Facility (JDF) which presents a challenge in providing services to youth and meeting minimum standards for juvenile facilities. The Department has worked with Human Resources (HR) to hold open and continuous recruitments to fill vacancies. Despite these efforts, the Department experienced increases in overtime. As new hires progress through training, the Department expects overtime costs to decrease.
- The State of California mandates that those convicted of a Domestic Violence (DV) offense complete a 52-week program. Many of the clients cannot afford the cost of the program. The Department continues to offer vouchers for clients who cannot afford DV treatment and hired a Social Worker to facilitate treatment groups onsite at the Probation Offices in Fairfield and Vallejo to address the need.

Accomplishments:

- During FY2019/20, 72 adults completed the CPC program. The collaboration between the supervision officer and the CPC case manager, who both work with and support the clients, contributes to the success. The Department continues to align supervision and treatment with evidence-based and evidence-informed practices that support clients throughout the challenges, changing behavior and adopting a prosocial lifestyle.
- Five Keys Charter School opened an additional location at the Youth Achievement Center (YAC) in Vallejo. Five Keys is providing services to youth ages 17-19, who need additional support to obtain their high school diploma or general education certificate. The YAC is a multi-service center for youth and offers an array of interventions ranging from substance abuse and mental health treatment to education and prosocial activities.
- During FY2019/20, the Department applied for and received funding from the Board of State and Community corrections through the Youth Reinvestment Grant (YRG). This grant allows the Department to expand mentoring services to youth under Probation's jurisdiction.
- In partnership with the Solano County of Education (SCOE), the JDF implemented a Construction Trades Program in Fall 2019. The "Introduction to Construction Trades" course is a three-semester program that provides an overview and introduction to the trades. The goal is to have representatives from the trades unions and organizations provide presentations to the youth at the JDF, build connections, and establish relationships prior to the youth being released.
- During FY2019/20, the Department collected \$128,000 in restitution as a part of victim restoration efforts.
- A review of data from Beyond the Arc (an independent data analytics organization) showed a 30 percent reduction in recidivism for adults under supervision from 2011 to 2014. The Department attributes this reduction to the great work of staff, the implementation of a new supervision policy, and the opening of the CPCs.

WORKLOAD INDICATORS

- During FY2019/20, 75 youth participated in the Juvenile Community Action Program (JCAP), which is a diversion program for first-time offenders. A total of 65 youth completed the program successfully and were held accountable for their delinquent behavior without formal juvenile court intervention.
- During FY2019/20, 91 youth received services at the YAC. Services at the YAC include cognitive behavior therapy, mentoring, job skills, homework and tutoring, substance abuse, mental health treatment, and transportation. A team,

Christopher Hansen, Chief Probation Officer
Public Protection/Detention & Corrections

including the probation officer, case manager, and treatment provider, work together to meet the needs of the youth to help them exit the juvenile justice system successfully.

- During FY2019/20, the Department developed partnerships with 18 housing providers. Quarterly reviews of all houses to determine suitability, coupled with training, has contributed to the development of these partnerships. It is noted that housing continues to remain a major factor in treatment adherence for probation clients.
- During FY2019/20, as a result of the Behavior Management System (BMS) utilized at the JDF, there has been a 27 percent reduction in mutual combat fights, assaults of youth, and assaults on staff. The investment in training staff, creating incentives for youth, and using a cognitive behavioral approach has contributed to the reduction.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	21,913,005	24,143,268	24,730,724	587,456	2.4%
ADULT SERVICES	7,941,038	9,031,770	9,006,622	(25,148)	(0.3%)
JUVENILE DIVISION	7,600,634	8,401,769	10,170,607	1,768,838	21.1%
JUVENILE HALL SERVICES	2,247,959	2,224,910	1,807,979	(416,931)	(18.7%)
TOTAL REVENUES	39,702,636	43,801,717	45,715,932	1,914,215	4.4%
APPROPRIATIONS					
ADMINISTRATION	4,550,917	4,454,735	4,496,490	41,755	0.9%
ADULT SERVICES	14,245,865	16,127,313	16,579,902	452,589	2.8%
JUVENILE DIVISION	8,882,388	10,487,513	12,313,871	1,826,358	17.4%
JUVENILE HALL SERVICES	11,758,434	12,732,155	12,325,669	(406,486)	(3.2%)
TOTAL APPROPRIATIONS	39,437,604	43,801,716	45,715,932	1,914,216	4.4%
NET CHANGE					
ADMINISTRATION	(17,362,088)	(19,688,533)	(20,234,234)	(545,701)	2.8%
ADULT SERVICES	6,304,826	7,095,543	7,573,280	477,737	6.7%
JUVENILE DIVISION	1,281,754	2,085,744	2,143,264	57,520	2.8%
JUVENILE HALL SERVICES	9,510,474	10,507,245	10,517,690	10,445	0.1%
NET CHANGE	(265,034)	(1)	0	1	0.0%

STAFFING					
ADMINISTRATION	17.0	15.0	15.0	0	0.0%
ADULT SERVICES	87.5	91.5	90.0	(2)	(1.6%)
JUVENILE DIVISION	42.0	43.0	45.0	2	4.7%
JUVENILE HALL SERVICES	73.0	69.0	68.0	(1)	(1.4%)
TOTAL STAFFING	219.5	218.5	218.0	(1)	(0.2%)

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$1,914,216 or 4.4% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. There is an increase in General Fund Contribution of \$569,119 or 2.4% from the FY2019/20 Adopted Budget.

Primary Funding Sources

The primary funding sources for the Department are the General Fund and Intergovernmental Revenues, which account for \$44,851,966 million or 98.1% of total revenues. The Recommended Budget includes a net increase of \$1,914,215 or 4.4% in revenues primarily due to the following:

- Intergovernmental Revenue, which includes federal and State grants as well as State allocations, includes \$20,680,899, an increase of \$1,234,780 or 6.4%. The funding sources from State and federal will need to be revisited in FY2020/21 given they are based on sales tax and have been impacted by the COVID-19 pandemic emergency and the Shelter at Home order and business closures. The Preliminary Budget includes the following funding sources:
 - \$13,878,453 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).

- \$4,260,157 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 are directly impacted by the State's economy.
- \$775,098 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 SB 678.
- \$539,400 in 2011 Realignment Foster Care Assistance – These revenues support the State's share of placement costs for youth in foster care/group home placement.
- \$344,206 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.
- \$342,976 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.
- \$279,000 in Federal Aid – These revenues support the Federal share of placement costs for youth in foster care/group home placement.
- \$142,700 in Title IV-E Grant – These revenues pay for services provided to youth who are "at imminent risk" of foster care/group home placement.
- \$378,890 in Charges for Services, which includes \$289,451 in Interfund Services and \$87,256 in Other Charges for Services.
- \$472,175 in Miscellaneous Revenue, which includes \$263,425 in Other Revenue and \$58,500 in Worker's Compensation proceeds.

Primary Costs

The Department's primary costs are:

- \$29,032,337 in Salaries and Employee Benefits reflect an increase of \$1,376,991 or 5.0% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates. It also includes a net decrease of 0.5 FTE allocated positions.
- \$9,363,446 in Services and Supplies reflects an increase of \$725,001 or 8.4%. The major appropriations in this category include \$5,122,148 in contracts to provide mental health, medical, and dental services, and substance abuse treatment at the JDF and other services (see list of significant contracts below), and \$2,149,173 in Central Data Processing services.
- \$6,192,452 in Other Charges reflects a net decrease of \$323,752 or 5.0% primarily due to a decrease in Countywide Admin Overhead and in the projections for the cost of custodial and building trade mechanic services through the General Services Department. The major appropriations in this category include:
 - \$2,249,546 in Countywide Administrative Overhead to cover the costs of central services support.
 - \$1,860,000 in Support/Care of Persons to cover the costs of foster care placements for justice involved youth.
 - \$650,000 in job readiness services for clients at the CPC programs (AB 109 funded).
 - \$438,489 in County building use charges.
 - \$331,800 in Youth Authority charges for youth commitments to California Department of Corrections and Rehabilitation (CDCR), Division of Juvenile Facilities.
 - \$200,000 in transitional housing for clients in the CPC programs (AB 109 funded).

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- \$539,429 in Intrafund Transfers, a net decrease of \$8,957 or 1.6% which include security services for the Fairfield Office and CPC, dispatch services, and the maintenance of Livescan machines through the County Sheriff's Office.
- \$112,500 in Fixed Assets to upgrade the security cameras in the Fairfield Probation building.
- \$475,768 in Other Financing Sources, primarily includes \$263,425 in Other Revenue, \$150,000 from the Yocha Dehe Community Fund, and \$58,500 in Worker's Compensation proceeds.

Contracts

The FY2020/21 Recommended Budget includes a total of \$5,122,148, an increase of \$382,418 or 8.1%, in contracted and other professional services which includes the following significant contracts:

- \$1,910,743 for mental health, medical, and dental services at the JDF.
- \$853,306 for support services to youth and electronic monitoring services for both adults and youth.
- \$450,000 for mental health services to include cognitive behavioral therapy for youth.
- \$245,000 for drug testing services.
- \$242,022 for substance abuse treatment services.
- \$225,090 for food services at the JDF.

Fixed Assets

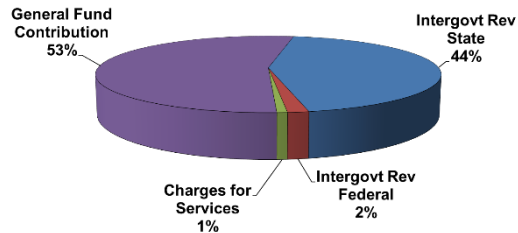
The FY2020/21 Recommended Budget includes the following fixed assets:

- \$112,500 for the upgrade of the security cameras in the Fairfield Probation building.

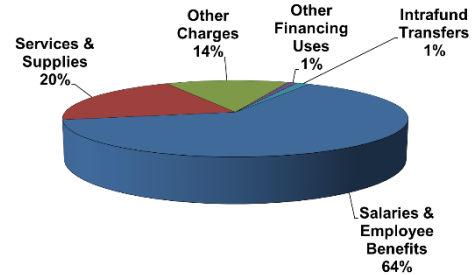
DEPARTMENT COMMENTS

The Department continues to be committed to changing lives and enhancing public protection and victim restoration efforts. Through the work of outstanding staff, the Department continues to move forward in implementing programs and services to meet the needs of the adults and youth under its jurisdiction. During FY2019/20, the Department expanded prevention efforts by continuing the Adopt-a-School Program with the Fairfield-Suisun Unified School District and expanded mentoring services for youth. The Department received funding from the Yocha DeHe Community Fund and is using the funds to provide transitional and independent living skills to youth. In addition, the Department continues to partner with community-based organizations to increase and support educational and employment opportunities for adults through the CPCs and YAC. In FY2020/21, the Department will focus on staff wellness to ensure that staff have the tools and resources they need as they work with a challenging clientele that are classified as high risk for re-offense coupled with a high need for services and monitoring. In addition, the Department will embark on continuous quality assurance and improvement efforts to make sure that the evidence-based programs used are being facilitated with fidelity and aligned with solid evidence of effective practices.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	13,210	12,782	12,901	119	0.9%
INTERGOVERNMENTAL REV STATE	16,869,640	18,781,680	19,916,223	1,134,543	6.0%
INTERGOVERNMENTAL REV FEDERAL	666,704	664,439	764,676	100,237	15.1%
CHARGES FOR SERVICES	326,201	320,118	378,890	58,772	18.4%
MISC REVENUE	477,438	420,750	472,175	51,425	12.2%
OTHER FINANCING SOURCES	650	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	21,348,794	23,601,948	24,171,067	569,119	2.4%
TOTAL REVENUES	39,702,637	43,801,717	45,715,932	1,914,215	4.4%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	25,188,151	27,655,346	29,032,337	1,376,991	5.0%
SERVICES AND SUPPLIES	7,596,569	8,638,445	9,363,446	725,001	8.4%
OTHER CHARGES	5,769,303	6,516,204	6,192,452	(323,752)	(5.0%)
F/A BLDGS AND IMPRMTS	75,253	0	112,500	112,500	0.0%
F/A EQUIPMENT	9,564	0	0	0	0.0%
OTHER FINANCING USES	392,197	443,336	475,768	32,432	7.3%
INTRA-FUND TRANSFERS	406,566	548,386	539,429	(8,957)	(1.6%)
TOTAL APPROPRIATIONS	39,437,603	43,801,717	45,715,932	1,914,215	4.4%
NET CHANGE	(265,034)	(0)	0	0	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant Adjustments are discussed in the Department Budget Summary herein.

SUMMARY OF POSITION CHANGES

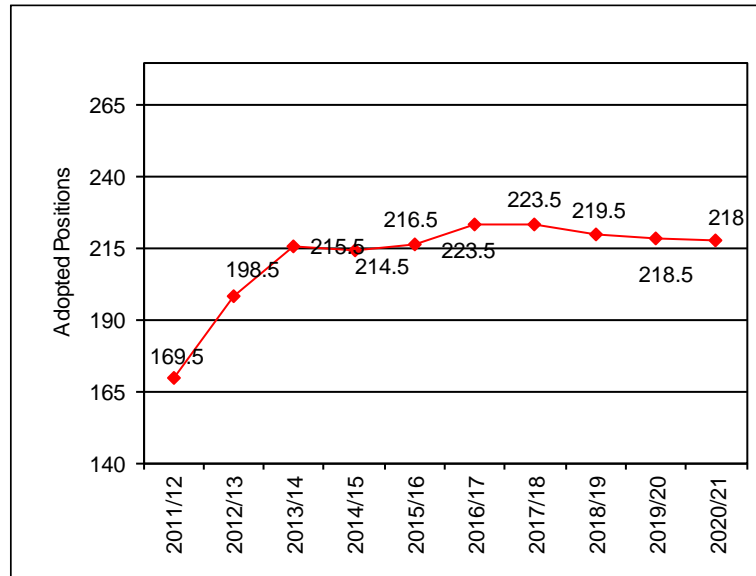
The FY2020/21 Recommended Budget includes the following position changes:

- Delete 1.0 FTE Group Counselor.
- Delete 1.0 FTE Accounting Supervisor.
- Delete 0.5 FTE Deputy Probation Officer.
- Add 1.0 FTE Staff Analyst to perform key contract administration functions, audits and RFPs in the Department, funded entirely with 2011 Realignment (State and Foster Care Assistance) and Federal Aid.
- Add 1.0 FTE (Limited Term) Social Services Worker through June 30, 2021 to address need for expanding staffing in connecting clients to available resources, funded with SB678 funds (State General Fund).
- Extend 1.0 FTE Limited-Term Sr. Deputy Probation Officer for the Office and Traffic Safety through September 30, 2021.

Christopher Hansen, Chief Probation Officer
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- Extend 1.0 FTE Limited-Term Deputy Probation Officer for the Office and Traffic Safety through September 30, 2021.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

California Senate Bill (SB) 10, the California Money Bail Reform Act of 2017, will have an impact on Department operations if an opposition referendum fails. The bill is on hold until elections in November 2020. The passage of SB10 would likely increase the number of adults who are referred to and served in the Pretrial Services program. The Department will continue to monitor the outcome of SB10 and work with other stakeholders to make modifications as needed.

California Senate Bill 144 would eliminate numerous fees imposed on criminal offenses and Vehicle Code violations. This would include fees for supervision, reports, public defender costs, and administrative costs for collecting fees. The passage of SB144 would have a fiscal impact on the Department/County in that the Department could no longer charge a fee for services rendered to adults. The impact to Department operations would be minimal in that the fiscal staff will still need to meet with clients to set up payment plans for victim restitution and mandatory fines and fees.

California Senate Bill 889 would raise the age of juvenile court jurisdiction from 17 to include 18- and 19-year-old youth. If passed, the bill would allow the Department to provide the appropriate education, counseling, treatment, and rehabilitation services needed to help these youth enter adulthood better prepared.

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Probation budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Summary of Other Administered Budgets

6650 – Fund 900-Probation
Christopher Hansen, Chief Probation Officer
Public Protection/Detention & Corrections

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
8035 JH REC HALL - WARD WELFARE	2,565	9,525	5,069	(4,456)	(46.8%)
APPROPRIATIONS					
8035 JH REC HALL - WARD WELFARE	8,124	9,500	6,035	(3,465)	(36.5%)
NET CHANGE					
8035 JH REC HALL - WARD WELFARE	5,559	(25)	966	991	(3964.0%)

A summary of the budgets administered by the Probation Department is provided on the following pages.

8035 – Fund 035-Juv. Hall Rec.-Ward Welfare Fund Summary of Other Administered Budgets

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Detention & Corrections

FUNCTION AND RESPONSIBILITIES

Pursuant to Welfare and Institutions Code section 873, the source of revenue for this fund was from the telephone company that facilitated collections attributable to collect calls made by youth detained at the Juvenile Detention Facility (JDF). In March 2017, the Probation Department revised its contract with the telephone company providing collect call services to the youth detained at JDF to reduce the amount of transaction fees charged and eliminated commissions received for these services in order to encourage youths to contact their families. As a result, there will be no new revenue in the future. The Department maintains a Fund Balance from prior years' collections and is utilizing those funds as the primary funding source. Interest on the balance of the funds continues to accrue.

The money 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 a decrease of \$4,456 or 46.8% in revenues and a decrease of \$3,465 or 36.5% in appropriations when compared to the FY2019/20 Adopted Budget. The revenues projected in FY2020/21 will be transferred from Fund 035 to offset expenditures for the education, benefit, and welfare of youth detained in JDF.

See related Budget Unit 9151 – Fund 035 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	2,565	1,000	534	(466)	(46.6%)
CHARGES FOR SERVICES	0	25	0	(25)	(100.0%)
MISC REVENUE	0	8,500	4,535	(3,965)	(46.6%)
TOTAL REVENUES	2,565	9,525	5,069	(4,456)	(46.8%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	4,915	3,500	0	(3,500)	(100.0%)
OTHER CHARGES	3,209	6,000	6,035	35	0.6%
TOTAL APPROPRIATIONS	8,124	9,500	6,035	(3,465)	(36.5%)
CHANGE IN FUND BALANCE	5,559	(25)	966	991	(3964.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

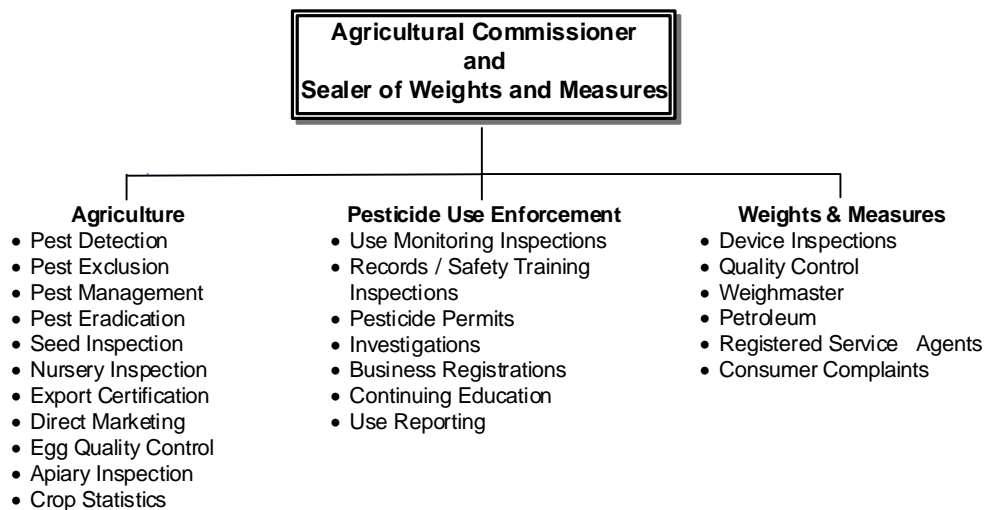
\$4,456 or 46.8% decrease in Misc. Revenue represents a reduced transfer from Fund Balance to fund FY2020/21 appropriations.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the JH Rec Hall – Ward Welfare budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.



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 Agricultural 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, regulations and local ordinances; as well as other duties as assigned or directed by the Board of Supervisors.

Budget Summary:

FY2019/20 Midyear Projection:	4,009,249
FY2020/21 Recommended:	4,361,101
County General Fund Contribution:	2,132,575
Percent County General Fund Supported:	48.9%
Total Employees (FTEs):	26

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 through device, weighmaster, petroleum products, quantity control, and point-of sale (price scanner) inspections.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- The 2018 Federal Farm Bill declared industrial hemp a legal agricultural commodity. Adoption of subsequent legislation and implementation of emergency regulations created a framework for legal hemp cultivation in California. Adhering to these rules, in June 2019, the Department issued registrations to three growers to cultivate hemp on 476 acres in unincorporated portions of the county. Due to registration timing, approximately 300 acres were planted and harvested. In November 2019, in response to resident and law enforcement concerns about hemp cultivation, the Board of Supervisors adopted an emergency interim ordinance imposing a 45-day moratorium on the farming and processing of industrial hemp. In early December 2019, the Board extended the moratorium until November 2020 and directed staff to explore and bring back options for potential regulation of industrial hemp. The Department expended 450 staff hours managing the program in 2019 and is expecting to receive approximately 50% cost recovery on program activities from the State and service fees charged to growers. Future program workload and cost recovery is dependent on possible adoption and scope of local regulations and new State contract and service fee revenue.

2830 – Fund 001-Agricultural Commissioner/Weights & Measures Functional Area Summary
Ed King, Agricultural Commissioner/Sealer of Weights & Measures
Protection & Inspect

- In February 2020, USDA announced cuts to the European grapevine moth program resulting in a 21% reduction in the Department's FY2019/20 and FY2020/21 contract with CDFA. Staff are currently strategizing plans to extend continued protections to wine grape producers, while reducing trap densities in lower priority areas.

Accomplishments:

- After changes to California's apiary laws were adopted in 2019 and 2020, the Department started an outreach campaign to inform beekeepers and the agricultural industry of new requirements including apiary registration, hive relocation and pesticide application notifications. The Department is also using and promoting a new web-based application called "BeeWhere" to register apiaries, track hive movements and facilitate pesticide notifications from applicators to beekeepers. These efforts have already resulted in a 100% increase in beekeeper registrations in 2020. Program costs are fully recovered through the Department's "BeeSafe" contract with CDFA.
- In 2019, the first time in nearly a decade, the Department completed annual inspections at all business locations with commercial weighing and measuring devices. Previously, due to budget cuts and staffing shortages, the Department had operated a variable frequency inspection cycle wherein devices were inspected on an every-other-year cycle. In 2020, annual inspections will again be completed at all commercial weighing and measuring locations.
- A 26% increase in State funding for exotic pest detection will support expansion of targeted pest surveys and an extended trapping season. New activities include monitoring detection traps in the vicinity of the Port of Benicia for Asian forest-defoliating moths, European grape berry moth trapping in commercial vineyards, and surveys for Almond witches' broom, European stone fruit yellows, plum pox virus and bacterial blight.

WORKLOAD INDICATORS

- During the period of January 1, 2019 through December 31, 2019, staff in the Pesticide Use Enforcement program reviewed and issued 462 pesticide permits, conducted 339 pesticide use and records inspections and conducted nine continuing education outreach events with a total of 398 attendees.
- During the period of January 1, 2019 through December 31, 2019, the Plant Quarantine and Plant Protection Program inspected 466 fields totaling 7,194 acres of agricultural crops for phytosanitary certification, issued 935 federal export certifications for shipments to 41 different countries, issued 168 inter- and intra-state certifications, inspected 4,641 incoming shipments for pests of concern and completed 23,938 servicing checks of the 2,624 traps placed throughout the county.
- During the same 12-month period, weights and measures inspectors inspected a total of 948 commercial locations, 6,501 different devices and conducted 15 weighmaster audits, 137 petroleum audits and issued 53 violation notices with associated follow-up activities.
- The Road Repair and Accountability Act (SB 1), signed into law on April 28, 2017, provides revenue for core agricultural programs. Additionally, CDFA collected \$17 million in unclaimed gas tax (UGT) between April 2017 to November 2018 and held these funds until voters rejected the repeal of SB 1 in November 2018. These additional funds are being proportionally distributed to County Agricultural Commissioners through FY2021/22. Solano's portion of this funding is \$77,350 annually and is not impacted by COVID-19 pandemic. These additional funds are being used to restore service levels to programs within the Agricultural Commissioner's mandated functional areas (Apiary Protection, High Risk Pest Exclusion, Exotic Pest Detection) that were previously defunded or underfunded.

**Functional Area Summary 2830 – Fund 001-Agricultural Commissioner/Weights & Measures
Ed King, Agricultural Commissioner/Sealer of Weights & Measures
Protection & Inspect**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,953,546	2,271,542	2,228,526	(43,016)	(1.9%)
TOTAL REVENUES	1,953,546	2,271,542	2,228,526	(43,016)	(1.9%)
APPROPRIATIONS					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	3,567,091	4,121,550	4,361,101	239,551	5.8%
TOTAL APPROPRIATIONS	3,567,091	4,121,550	4,361,101	239,551	5.8%
NET COUNTY COST					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,613,545	1,850,008	2,132,575	282,567	15.3%
NET COUNTY COST	1,613,545	1,850,008	2,132,575	282,567	15.3%

STAFFING					
AGRICULTURE COMMISSIONER/ WEIGHTS & MEASURE	23	24	26	2	8.3%
TOTAL STAFFING	23	24	26	2	8.3%

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents a decrease of \$43,016 or 1.9% in revenues and an increase of \$239,551 or 5.8% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the Net County Cost increased by \$282,567 or 15.3%.

Primary Funding Sources

The primary funding sources for the Department are the 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 are received for field inspections carried out by staff.

The FY2020/21 Recommended Budget includes a net decrease of \$43,016 or 1.9% in revenues. The decrease is primarily due to less projected revenues in areas anticipated to be affected by the COVID-19 pandemic. Changes in revenues from FY2019/20 Adopted Budget are as follows:

- Licenses, Permits and Franchise revenues reflect a decrease of \$25,664 in user fees for device registration and device registration late fees.
- Intergovernmental Revenues reflect a decrease of \$7,352 primarily due to decreases in unclaimed gas tax and pesticide use enforcement; and offset by increases for new revenue contracts from CDFA for pest detection and a new Noxious Weed program.
- Charges for Services reflect a decrease of \$10,000 in revenue received for phytosanitary field inspections.

2830 – Fund 001-Agricultural Commissioner/Weights & Measures Functional Area Summary

Ed King, Agricultural Commissioner/Sealer of Weights & Measures

Protection & Inspect

Primary Costs

The FY2020/21 Preliminary Recommended Budget includes a net increase of \$239,551 or 5.8% in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$366,791, offset by projected salary savings of \$221,537, for a net increase of \$145,254. Salaries reflect the inclusion of an Office Supervisor position added at FY2019/20 Midyear, and Board approved wage increases to the Agricultural Biologist/Weights and Measures Inspector classification series and the Deputy Agricultural Biologist/Weights and Measures classification that are being phased in, and cost-of-living and benefit increases.
- Services and Supplies reflect an increase of \$55,907 primarily due to increases in property insurance, central data processing services, and County garage services.
- Other Charges reflect an increase of \$46,519 primarily due to an increase in Countywide Administrative Overhead charges and utility/water costs at the Dixon facility.
- Other Financing Uses reflect a decrease of \$17,329 as the purchase of only one vehicle is included, as compared to prior fiscal year, and is offset by an increase in pension obligation bond increases.
- Intrafund Transfers reflect an increase of \$9,200 for postage costs and installation of carbon monoxide alarms at the Cordelia warehouse.

Contracts

The FY2020/21 Recommended Budget includes the following contract:

- \$89,149 for USDA Wildlife Services.

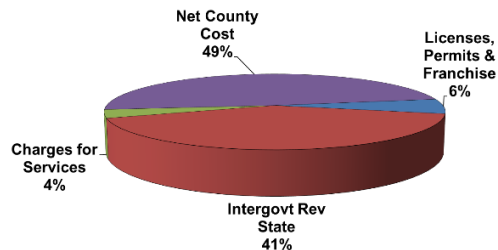
Fixed Assets

None.

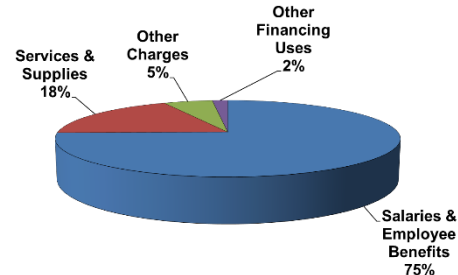
DEPARTMENT COMMENTS

The Department continues efforts to enhance existing programs protective of Solano's agricultural industry, and to support growth of the BeeSafe program, new noxious weed surveys and expansion of pest detection trapping. However, to proactively address COVID-19 impacts, maintain services and protect staff and the public, the Department is temporarily closing offices to walk-in traffic and suspending inspection work where social distancing cannot be reliably maintained, utilizing personal protective equipment measures when performing field inspections, providing services electronically, employing teleworking solutions, and staggering staff schedules and shifting some program work typically performed by extra-help Agricultural Aides to permanent staff. The Department is reducing use of extra-help staff, reflected in salary savings, to further mitigate COVID-19 fiscal impacts.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	265,814	299,000	273,336	(25,664)	(8.6%)
FINES, FORFEITURES, & PENALTY	7,308	5,000	5,000	0	0.0%
INTERGOVERNMENTAL REV STATE	1,497,768	1,801,996	1,794,644	(7,352)	(0.4%)
CHARGES FOR SERVICES	182,381	165,546	155,546	(10,000)	(6.0%)
MISC REVENUE	275	0	0	0	0.0%
TOTAL REVENUES	1,953,546	2,271,542	2,228,526	(43,016)	(1.9%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	2,564,263	3,115,855	3,261,109	145,254	4.7%
SERVICES AND SUPPLIES	628,055	734,253	790,160	55,907	7.6%
OTHER CHARGES	111,104	188,971	235,490	46,519	24.6%
F/A EQUIPMENT	24,184	0	0	0	0.0%
OTHER FINANCING USES	203,085	82,471	65,142	(17,329)	(21.0%)
INTRA-FUND TRANSFERS	36,400	0	9,200	9,200	0.0%
TOTAL APPROPRIATIONS	3,567,091	4,121,550	4,361,101	239,551	5.8%
NET COUNTY COST	1,613,545	1,850,008	2,132,575	282,567	15.3%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Negotiated wage increases and associated benefits costs are outpacing the Department's ability to cover these expenditures with new and/or increasing revenues. Additionally, the Recommended Budget reflects decreases in some revenue streams that may be affected by the anticipated economic downturn resulting from the COVID-19 pandemic; and increases of \$29,364 in central data processing services and \$42,656 in countywide administrative overhead.

Additionally, projected salary savings of \$221,537 includes a reduction in use of extra help as less are anticipated to be needed while social physical distancing requirements are in place to slow the spread of COVID-19.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2019/20 Budget are provided below.

2830 – Fund 001-Agricultural Commissioner/Weights & Measures Functional Area Summary

Ed King, Agricultural Commissioner/Sealer of Weights & Measures

Protection & Inspect

On March 10, 2020, the Board approved the following position changes:

- Extended 1.0 FTE Limited-Term Project Agricultural Biologist/Weights and Measures Inspector (Senior) through June 30, 2021. This position is funded with UGT revenue collected prior to voters' rejection of repeal of SB 1 and distributed annually to counties, and State contract revenue received for the Bee Safe, High Risk Pest and Pest Detection Trapping programs.
- Added 1.0 FTE Office Supervisor to oversee accounting/financial functions, including budgetary activities, accounting and payroll, and clerical personnel. This position is funded with State contract and unclaimed gas tax revenues and County General Fund.

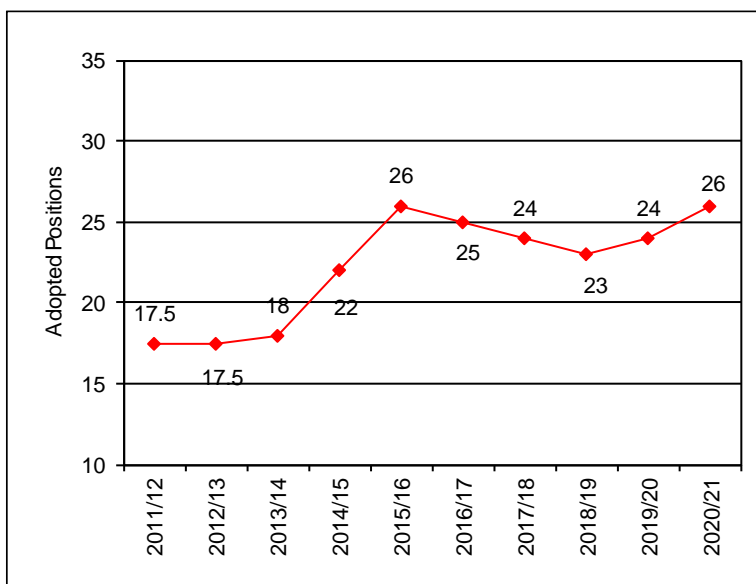
On May 5, 2020, the Board approved the following position change:

- Reclassified 1.0 FTE Office Assistant I to 1.0 FTE Office Assistant II to support the Department's agriculture, pesticide use enforcement and weights and measures programs.

The FY2020/21 Recommended Budget includes the following changes:

- Delete 1.0 FTE Agricultural Biologist/Weights & Measures Inspector (Senior) (TBD).
- Add 2.0 FTE Agricultural Biologist/Weights & Measures Inspector (Spvsing) (TBD) to provide supervision, oversight and training of field staff.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

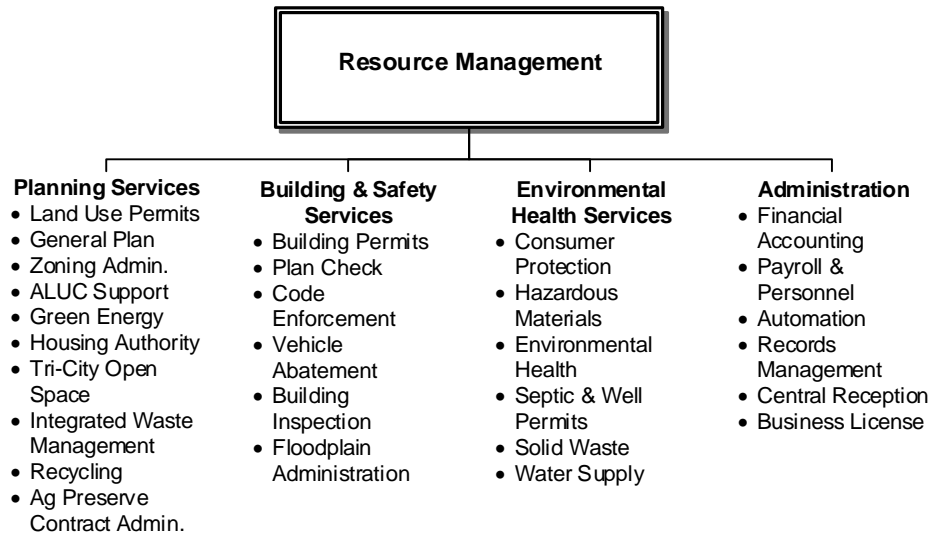
Negotiated wage increases and associated benefits costs are outpacing the Department's ability to cover these expenditures with new revenue.

Timely hiring of extra-help Agricultural Aides for pest detection and phytosanitary programs is an ongoing need due to seasonal demands and contractual requirements.

Development and retention of Agricultural Biologist/Weights and Measures Inspectors is important for consistent high-quality service delivery and long-term succession planning. Due to high turnover in recent years, 57% of the Department's biologist/inspectors have less than three years' experience. To foster growth and advancement, the Department continues to devote resources to train and cross-train staff and support efforts to acquire State issued biologist/inspector and deputy licenses.

Outcomes of ongoing development of federal and State industrial hemp regulations along with consideration of local restrictions may impact Department workload demands and budgeting.

COVID-19 – The Department is anticipating a reduction in UGT revenues resulting from the COVID-19 pandemic; however, the exact impact is not known at this time. Recommended Budget does reflect a reduction in UGT, high risk pest exclusion and some fee revenues. The Department's Supplemental Budget will include a review of these revenues and budget adjustments may be needed as more information surrounding the impact of COVID-19 is known.



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:

FY2019/20 Midyear Projection:	12,569,602
FY2020/21 Recommended:	13,551,459
County General Fund Contribution:	4,234,239
Percent County General Fund Supported:	31.2%
Total Employees (FTEs):	52

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, the Decennial Census, the Association of Bay Area Government's (ABAG) Regional Housing Needs Allocation process and Priority Conservation Area 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) to ensure locally generated solid and hazardous wastes are managed based on the established hierarchy prioritizing of source reduction first, then recycling and composting, before environmentally safe transformation and land disposal in compliance with 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.
- 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 regulations 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, 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; performing accounting functions, including 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:

- Department staff continued to respond to a high demand of plan check, permit inspection, and complaint response services for various programs.
- Currently, newer state mandated requirements, such as those related to the refinery inspection program and Accessory Dwelling Units, and new non-mandated programs, such as the evaluation for allowing Microenterprise Home Kitchen

Operations and implementation of the Short-Term Vacation Rental Ordinance, placed additional time demands on existing staff.

- Compounding efforts by staff to meet workload demands were vacancies created from retirements of long-term employees and the difficulty in filling these positions in a very competitive job-market environment. The Department is requesting the addition of an additional Planner Associate and the use of Extra Help staff in FY2020/21 to help meet demands. The Department will also continue to evaluate whether additional staff are needed to meet on-going workloads as existing allocated positions are filled.
- The Department committed significant staff resources towards migrating its existing electronic data management system for all Environmental Health programs to a new system known as Accela Environmental Health. This new system will improve staff efficiency and enhance customer service by providing automated, mandated data exchange with the State for hazardous materials programs, providing automated updates of the latest code requirements instead of requiring staff to perform those updates, allowing real-time mobile inspections through a variety of devices, and by improving communication between the inspectors and regulated businesses. Accela Environmental Health is slated to be fully implemented at the end of FY2019/20 to early FY2020/21.

Accomplishments:

- From 1992 through June 30, 2019 the Department's Environmental Health Division implemented the Local Oversight Program (LOP) through annual contracts with the State Water Resources Control Board and oversaw the cleanup of 511 sites contaminated by leaking underground fuel tanks. Due to the success of the program, only 21 contaminated sites will remain in Solano County by the end of FY2019/20 and these sites were transferred to the State for their oversight. In December 2019, the State conducted a performance audit of the LOP for the final three-year period of the program (July 1, 2016 through June 30, 2019) and found no findings.
- The County Building and Safety Services Division completed plan checks and permitted large projects such as, Caymus Vineyards Retail Store (3,061 square feet, \$1.6 million), Salad Cosmo large addition (24,049 square feet, \$6.5 million), and Solano Cemetery District office (6,866 square feet, \$4 million).
- The Building Division is currently in the process of implementing DigEplan software for electronic plan review to improve the review process and eliminate paper-based reviews. DigEplan will enable submittal, plan review and approval, and associated documents to be sent electronically.

WORKLOAD INDICATORS

- During the period of July 1, 2018 - June 30, 2019, the Planning Division evaluated forty Use Permits, eleven Minor Use Permits, twenty-three Administrative Permits, four Lot Line Adjustment, eight Minor Subdivisions and eleven certificates of compliance, and conducted plan checks of building permits and business license reviews to ensure compliance with zoning regulations.
- During the period of July 1, 2018 - June 30, 2019, the Building Division performed 3,284 building permit inspections associated with 954 building permits, including permits for 19 new primary single-family dwelling units, 29 new secondary dwelling units, and 198 for photo-voltaic (Solar) units.
- During the period of July 1, 2018 - June 30, 2019, Code Compliance received 175 requests to investigate 204 different complaints, including 90 complaints for building violations, 25 complaints for land use violations, 17 complaints for junk and debris, 25 complaints about weeds, 21 complaints for inoperative vehicles and 26 complaints about operating without a business license.
- During the period of July 1, 2018 - June 30, 2019, Environmental Health staff completed 2,792 routine food facility inspections throughout Solano County, including 2,591 routine inspections at 1,657 permanent retail food establishments, to ensure safe food handling practices were being used, and responded to 758 initial complaints concerning the areas of food protection, housing, and waste management programs.
- During the period of July 1, 2018 - June 30, 2019, Hazardous Materials staff inspected 560 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 208 routine inspections at business that

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generate or haul waste tires to ensure compliance with State requirements for the Waste Tire Enforcement Program.

- During the period of July 1, 2018 – June 30, 2019, Environmental Health Services Division staff implemented a contract with the Fairfield Suisun Sewer District by performing storm water inspections at 229 retail food establishments and 92 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.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	481,573	504,780	533,861	29,081	5.8%
PLANNING SERVICES	1,000,095	767,522	991,041	223,519	29.1%
CODE ENFORCEMENT	27,393	20,689	22,254	1,565	7.6%
BUILDING & SAFETY SERVICES	1,108,678	873,911	1,000,000	126,089	14.4%
ENVIRONMENTAL HEALTH SERVICES	4,181,439	4,237,297	4,275,755	38,458	0.9%
HAZARDOUS MATERIALS PROGRAM	1,541,283	1,877,424	1,933,385	55,961	3.0%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	275,217	0	0	0	0.0%
INTEGRATED WASTE MANAGEMENT	394,763	444,624	560,924	116,300	26.2%
TOTAL REVENUES	9,010,441	8,726,247	9,317,220	590,973	6.8%
APPROPRIATIONS					
ADMINISTRATION	1,939,992	2,081,065	2,200,196	119,131	5.7%
PLANNING SERVICES	2,346,460	2,605,325	3,015,976	410,651	15.8%
CODE ENFORCEMENT	385,858	452,909	566,784	113,875	25.1%
BUILDING & SAFETY SERVICES	930,066	1,139,437	1,270,884	131,447	11.5%
ENVIRONMENTAL HEALTH SERVICES	3,171,040	3,972,712	4,160,876	188,164	4.7%
HAZARDOUS MATERIALS PROGRAM	1,269,837	1,697,694	1,775,819	78,125	4.6%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	203,428	0	0	0.0%	0.0%
INTEGRATED WASTE MANAGEMENT	410,115	444,624	560,924	116,300	26.2%
TOTAL APPROPRIATIONS	10,656,796	12,393,766	13,551,459	1,157,693	9.3%
NET COUNTY COST					
ADMINISTRATION	1,458,419	1,576,285	1,666,335	90,050	5.7%
PLANNING SERVICES	1,346,365	1,837,803	2,024,935	187,132	10.2%
CODE ENFORCEMENT	358,466	432,220	544,530	112,310	26.0%
BUILDING & SAFETY SERVICES	(178,612)	265,526	270,884	5,358	2.0%
ENVIRONMENTAL HEALTH SERVICES	(1,010,399)	(264,585)	(114,879)	149,706	(56.6%)
HAZARDOUS MATERIALS PROGRAM	(271,445)	(179,730)	(157,566)	22,164	(12.3%)
ENVIRONMENTAL HEALTH-UST OVERSIGHT	(71,789)	0	0	0	0.0%
INTEGRATED WASTE MANAGEMENT	15,353	0	0	0	0.0%
NET COUNTY COST	1,646,358	3,667,519	4,234,239	566,720	15.5%
STAFFING					
ADMINISTRATION	7	7	7	0	0.0%
PLANNING SERVICES	8	8	9	1	12.5%
CODE ENFORCEMENT	1	2	2	0	0.0%
BUILDING & SAFETY SERVICES	6	6	6	0	0.0%
ENVIRONMENTAL HEALTH SERVICES	20	20	20	0	0.0%
HAZARDOUS MATERIALS PROGRAM	7	7	7	0	0.0%
INTEGRATED WASTE MANAGEMENT	1	1	1	0	0.0%
TOTAL STAFFING	50	51	52	1	2.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$590,973 or 6.8% in revenues and an increase of \$1,157,693 or 9.3% in appropriations when compared to FY2019/20 Adopted Budget. As a result, the Net County Cost increased by \$566,720 or 15.5%.

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.

The FY2020/21 Recommended Budget includes a \$590,973 or 6.8% increase in revenues primarily due to the following:

- Licenses, Permits and Franchises revenue of \$6,757,920 reflects an increase of \$155,699 primarily from permits and fees related to development activity such as those for construction of buildings and septic systems, zoning allowances and solid waste permits. Revenues related to business activity, such as operation of food facilities, public pools, business licenses, confined animal facilities and penalty fees for late permit payment also increased.
- Intergovernmental Revenues reflect an increase of \$253,230 or 87.9% due to a new state grants to help address housing issues pursuant to SB2 and to address energy efficiencies throughout Solano County. Included in the revenues for FY2020/21 is \$192,938 in grants from CalRecycle for implementation of the Waste Tire Enforcement Program, solid waste inspections at landfills, the Used Oil Payment Program and other recycling efforts. Funding from the State for wrap-up work after the 2020 census and for abatement of inoperative vehicles from private property is also included.
- Charges for Services of \$1,479,277 reflect an increase of \$136,650 or 10.2%. This is primarily from increased reimbursements from applicants for Other Professional Services and Planning Services for plan reviews and land use inspections for building and planning projects; increased reimbursements from other funds paying their proportional share of Departmental Administrative Overhead costs; increases in the number of water well permits being issued; increases in Interfund Professional Services to reflect the time assisting Public Health with environmental investigations to protect children from lead exposure; and increases in fees received from code compliance cases and document copying charges.

Primary Costs

The FY2020/21 Recommended Budget Includes a \$1,157,693 or 9.3% increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$543,833 or 7.2% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates; extra help; and the addition of 1.0 FTE Planner Associate. The salary for extra-help provides project specific assistance to the Department, Integrated Waste Management, Environmental Health, Hazardous Materials, and Code Compliance at 90% to 100% revenue offset, and for Land Use Administration at 30% revenue offset.
- Services and Supplies reflect an increase of \$744,595 or 26.7% primarily due to increases in Other Professional Services and Contracted Services for work on a major subdivision, enhancement of various data management systems within the department, work to address housing issues and to implement energy efficiency programs, continuation of work on the Census 2020, continued partnership with the City of Vallejo regarding the Lakes Water System, and for various Land Use Administration work including ongoing evaluation of Williamson Act contract compliance and of commercial opportunities at freeway interchanges. The Department's use of technology to facilitate efficient service to the public and businesses is resulting in increases to Central Data Processing Services, Software Maintenance and Support, and Controlled Assets Computer Related. Insurance costs for Liability and Risk Management and for telephone communications are expected to increase due plan and use charges. The Department is also seeing an increase in ergonomic equipment costs to facilitate employee work.

Contracts

The FY2020/21 Recommended Budget includes a total of \$1,709,987 or 12.6% in contracted services which includes the following significant contracts:

Projects and Studies which are revenue offset:

-
- \$300,000 for environmental work related to submittal of major subdivisions, paid by the applicants.
 - \$225,891 to upgrade the data management systems in Environmental Health and the Comprehensive Hazardous Materials Inspection Program to assist in compliance with State mandated reporting and improve inspection efficiencies paid from enforcement trust fund and permit fees.
 - \$160,000 for work associated with an SB 2 grant to facilitate increasing the number of housing units.
 - \$100,000 for work to implement energy efficiency programs countywide paid by the Bay Area Regional Energy Network.
 - \$95,000 for continuing research on the land application of biosolids paid from fees collected from the applicators.
 - \$81,510 for continuation of outreach efforts for the Census 2020 paid through a State grant received in FY2018/19 and an amendment received in FY2019/20.
 - \$80,468 for evaluation of compliance with use permit conditions at various existing wind turbine projects.
 - \$80,000 for a contractor to assist with K-12 educational fieldtrips and community cleanups paid from integrated waste revenues.
 - \$50,000 for a waste hauler to support cleanup of roadside litter/debris paid from solid waste fees.
 - \$33,800 to provide building inspection and plan review services as needed.
 - \$25,000 to support recycling and used oil collection.

Studies that are General Fund supported include:

- \$100,000 for consultants to assist with various zoning code updates, such as event regulations, evaluation of commercial opportunities at freeway interchanges, and a Pleasant Valley zoning update; and to assist with land use reviews as needed.
- \$60,000 to expand one of the Department's existing data management system to incorporate code compliance activities to improve efficiencies and save costs.
- \$50,000 for a consultant to assist in further evaluation of the Lakes Water System.
- \$40,000 for a consultant to assist with compliance review of Williamson Act contracts.
- \$30,000 to initiate an update the Housing Element of the General Plan.
- \$25,000 for a consultant to assist with compliance inspections related to the State Mine and Reclamation Act.

Fixed Assets

None.

DEPARTMENT COMMENTS

The Department is driven largely by permit activity, special projects to address Board directives, and work to meet State requirements. During FY2020/21, the Department will be involved in several ongoing and new projects at the request of the Board or in response to new State laws. These include continued work with stakeholders to evaluate development of a Regional Park District, continued evaluation of Williamson Act parcels, study of freeway interchanges, potential changes to zoning in the Pleasants Valley area, and updates to ordinance provisions related to oak woodlands, hillside grading, special events, and nuisances.

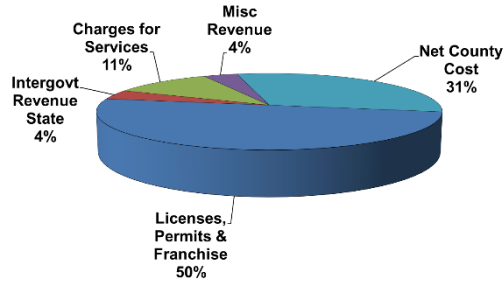
The Department continues to experience a high-level of permit activity, resulting in additional demands from the public and businesses for assistance and service, which must be balanced with meeting mandated State inspection or program implementation requirements. These requirements are placing increased demands on staff and the Department is shifting available staff based on current workload and implementing a variety of technology improvements, from electronic plan review to computer to computer data transfers with State agencies to help increase staff efficiencies. At the same time, the Department is becoming involved in more regional activities, such as review of affordable housing opportunities to help the underserved populations, and work with the City of Vallejo to evaluate necessary improvements to the Lakes Water System. As the costs for providing these services and implementing these programs increases, the Department will continue to balance

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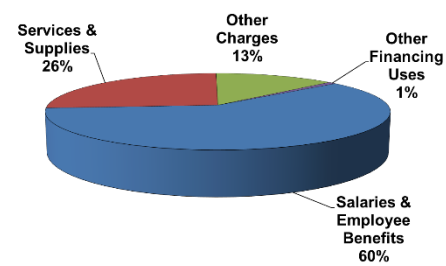
Functional Area Summary

its 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 to limit impacts to businesses and the General Fund.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	6,668,058	6,602,221	6,757,920	155,699	2.4%
FINES, FORFEITURES, & PENALTY	304	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	427,881	288,228	541,458	253,230	87.9%
INTERGOVERNMENTAL REV OTHER	24,541	35,000	35,000	0	0.0%
CHARGES FOR SERVICES	1,706,596	1,342,627	1,479,277	136,650	10.2%
MISC REVENUE	183,058	458,171	503,565	45,394	9.9%
TOTAL REVENUES	9,010,438	8,726,247	9,317,220	590,973	6.8%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	6,904,151	7,598,861	8,142,694	543,833	7.2%
SERVICES AND SUPPLIES	1,719,595	2,792,719	3,537,314	744,595	26.7%
OTHER CHARGES	1,984,252	1,905,631	1,796,399	(109,232)	(5.7%)
F/A EQUIPMENT	10,064	0	0	0	0.0%
OTHER FINANCING USES	68,654	135,877	118,454	(17,423)	(12.8%)
INTRA-FUND TRANSFERS	(29,926)	(39,322)	(43,402)	(4,080)	10.4%
TOTAL APPROPRIATIONS	10,656,789	12,393,766	13,551,459	1,157,693	9.3%
NET COUNTY COST	1,646,351	3,667,519	4,234,239	566,720	15.5%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Salaries and Benefits are increasing by \$543,833 due to implementation of various bargaining agreements for existing staff, the addition of the 1.0 FTE Planner Associate, and increased use of Extra Help employees.
- Contracted Services is increasing by \$204,127 and Other Professional Services is increasing by \$329,301 for a net increase of \$533,428 when compared to FY2019/20 for various consultant work to assist the Department. This includes work on a major subdivision, enhancement of various data management systems within the department, work to address housing issues and to implement energy efficiency programs, continuation of work on the Census 2020, continued partnership with the City of Vallejo regarding the Lakes Water System, and for various Land Use Administration work including ongoing evaluation of Williamson Act contract compliance and of commercial opportunities at freeway interchanges. \$421,227 is offset from various state grants, applicant reimbursements, payments from enforcement funds, or increases to solid waste permit revenue.
- Revenues from the state are anticipated to increase by \$253,230 as a result of new state grants to help address housing issues pursuant to SB2 and to help businesses throughout Solano County improve their energy efficiencies.

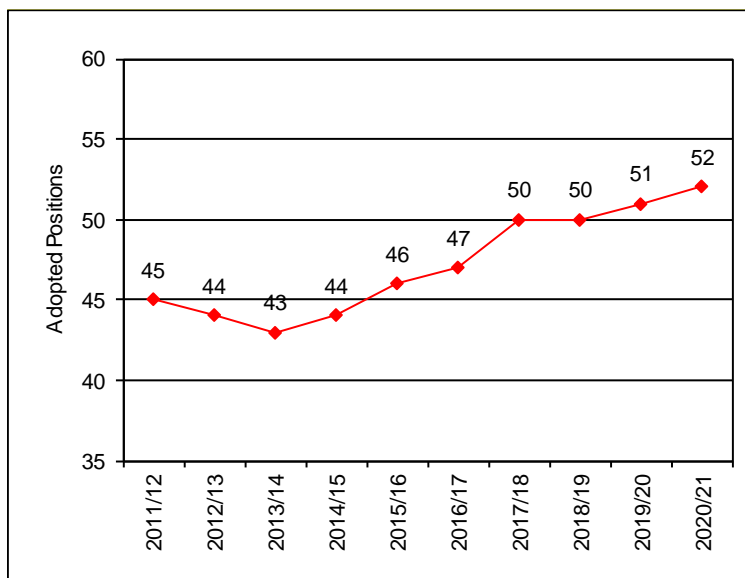
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- Countywide Administrative Overhead is decreasing by \$202,882 based on the Department's use of other internal departments, such as County Counsel.
 - Central Data Processing expense is increasing by \$128,624 due to the Department's use of Countywide Informational Technologies, especially GIS.

SUMMARY OF POSITION CHANGES

The FY2020/21 Recommended Budget includes the following position change:

- Add 1.0 FTE Planner Associate to investigate building and zones code complaints and complaints related to business licenses. This position is funded by 70% by the General Fund and the remaining funding is revenue generated from fees.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The Department anticipates continued involvement in the evaluation of a regional park and open space district for Solano County. This includes working with partners and stakeholders to determine the viability of placing a measure on the November 2020 ballot.

The Department will work on several planning issues during FY2020/21. This includes evaluation of existing Williamson Act contracts, working with residents to review and recommend updates for the land uses and zoning standards for Pleasants Valley, and studying commercial use at freeway interchanges, and recommending various ordinances related to event standards, nuisances, and updates to accessory dwelling unit requirements. Completion of this endeavor will be impacted should staffing levels not be maintained or given other priorities that may occur during the fiscal year. The Department will bring recommendations regarding these for Board consideration.

The legislature continues to propose amendments to housing laws, which could, at some point, affect the County's discretionary ability to locate affordable housing in particular areas of the County and places additional demands on staff resources to recommend amendments to zoning code to reflect state law requirements. At the same time, the Department is increasing its involvement to assist the County with finding solutions for the various housing needs of hard to place individuals throughout the County. The FY2020/21 budget also includes \$160,000 in appropriations for a consultant to perform work related to SB2 grant from the state. As work on housing issues continues, or escalates, there may be a need to adjust staff assignments or to recommend further increases to staffing and budget to support the effort while maintaining existing program service levels.

The Department continues to be involved in the Solano Subbasin Groundwater Sustainability Agency (GSA), which must prepare a Groundwater Sustainability Plan (GSP) by 2022. This involvement includes research and map preparation, administrative, meeting coordination, and outreach, and other support office activities for the GSA. Work on the GSP continues to progress and it is anticipated that the cost for the plan will largely be supported by state grants. Other water related proposed projects and programs include; water system evaluation, coordination with City of Vallejo regarding the Lakes Water System, Flood Management Policy preparation with the Solano County Water Agency Water Policy Committee, participation on the Solano Water Advisory Commission, and assisting other division staff in Delta Water activities and working groups.

AB626 became law on January 1, 2019 and allows a resident to operate a limited restaurant known as a "Microenterprise home kitchen operation" (MEHKO) from their home kitchen in compliance with the California Retail Food Code (CalCode). The Board of Supervisor held informational Board meetings in FY2019/20 and based on initial Board direction it is anticipated that the Board will choose to allow the operation of MEHKOs countywide. If the Board approves the MEHKO program, the Department

will evaluate the workload demand created by implementation of the MEHKO program and adjust staff assignments or request additional staffing as necessary.

Funding from the amended lead paint settlement judgement was awarded to nine counties throughout California. Solano County will be receiving approximately \$4,986,944 from this judgement which can be used for outreach, education, and abatement of interior lead paint in residences which meet the judgement parameters stated in the settlement. Environmental Health and Solano County Public Health are responsible for implementation of a joint program for lead abatement of impacted properties throughout the County. Environmental Health will be responsible for the clearance and abatement of the residences while Public Health will be responsible for initial outreach and contracting with impacted property owners. It is anticipated that various contractors will be used for carrying out the remediation and lead abatement of the affected residential properties. Once a final work plan is developed, then it will be brought to the Board for their approval and appropriation for the necessary work, offset by revenue from the settlement agreement.

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Resource Management budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1904 SURVEYOR/ENGINEER	54,345	54,500	52,900	(1,600)	(2.9%)
1950 SURVEY MONUMENT	10,638	11,500	10,255	(1,245)	(10.8%)
8220 HOMEACRES LOAN PROGRAM	90,903	24,000	18,925	(5,075)	(21.1%)
1510 HOUSING & URBAN DEVELOPMENT	2,295,884	2,400,000	2,600,000	200,000	8.3%
2110 MICROENTERPRISE BUSINESS	47	0	0	0	0.0%
2950 FISH/WILDLIFE PROPAGATION PROG	7,575	2,366	4,506	2,140	90.4%
7000 PARKS & RECREATION	1,729,906	1,904,930	2,044,546	139,616	7.3%
APPROPRIATIONS					
1450 DELTA WATER ACTIVITIES	686,670	816,933	662,212	(154,721)	(18.9%)
1904 SURVEYOR/ENGINEER	142,411	146,106	141,426	(4,680)	(3.2%)
1950 SURVEY MONUMENT	817	16,165	73,413	57,248	354.1%
8217 HOME 2010 PROGRAM	0	2	0	(2)	(100.0%)
8220 HOMEACRES LOAN PROGRAM	885	80,948	81,040	92	0.1%
1510 HOUSING & URBAN DEVELOPMENT	2,295,884	2,400,000	2,600,000	200,000	8.3%
2110 MICROENTERPRISE BUSINESS	2,809	1,206	0	(1,206)	(100.0%)
2950 FISH/WILDLIFE PROPAGATION PROG	(4,329)	12,395	11,453	(942)	(7.6%)
7000 PARKS & RECREATION	1,654,537	1,904,930	2,074,280	169,350	8.9%
NET CHANGE					
1450 DELTA WATER ACTIVITIES	686,670	816,933	662,212	(154,721)	(18.9%)
1904 SURVEYOR/ENGINEER	88,066	91,606	88,526	(3,080)	(3.4%)
1950 SURVEY MONUMENT	(9,821)	4,665	63,158	58,493	1253.9%
8217 HOME 2010 PROGRAM	0	2	0	(2)	(100.0%)
8220 HOMEACRES LOAN PROGRAM	(90,018)	56,948	62,115	5,167	9.1%
1510 HOUSING & URBAN DEVELOPMENT	0	0	0	0	0.0%
2110 MICROENTERPRISE BUSINESS	2,762	1,206	0	(1,206)	(100.0%)
2950 FISH/WILDLIFE PROPAGATION PROG	(11,904)	10,029	6,947	(3,082)	(30.7%)
7000 PARKS & RECREATION	(75,369)	0	29,734	29,734	0.0%

A summary of the budgets administered by the Department of Resource Management is provided on the following pages.

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 and bond initiatives, regulations, and policy development.

FUNCTION AND RESPONSIBILITIES

This budget unit addresses Federal, State and local water-related planning and project proposals with potential impacts to Solano County. These include the ever-changing Delta Water Tunnel plan to convey water supplies south via a new, single, large-scale tunnel infrastructure, posing significant impacts to the Delta region, including Solano County. State and Federal proposed flood infrastructure improvements and habitat restoration programs, such as those in the Cache Slough and Yolo Bypass region, have direct and indirect impacts on agricultural lands within the County's jurisdictional area if implemented. The Delta Water Activities funds efforts to monitor and engage all these processes through its single manager position with support from other technical professionals in the Department of Resource Management and contractors.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTSChallenges:

- The level of activity associated with the Delta Water Activities in FY2019/20 continued to warrant commitment of significant staff resources on behalf of the County. This included continued monitoring of the Delta Water Tunnel project, participation in meetings, media, outreach and messaging of the Delta Counties Coalition, and engagement with State and federal agencies in large-scale ecosystem and flood planning efforts in the Yolo Bypass/Cache Slough region. This involved ongoing interactions on several levels to obtain a suite of regional protection assurances for agriculture, property owners, businesses, and residents. The potential for large-scale ecosystem projects with clear impacts to agriculture will focus staff efforts and add urgency for solutions involving collaborative approaches and programs to address the potential impacts in FY2020/21. This includes continued development of a Habitat Conservation Plan (HCP) to protect Cache Slough agriculture, including agricultural water intakes and potentially municipal intakes to enable continued pumping over time. Funds to implement solutions developed in the HCP will need to be negotiated with the state and the state water contractors.

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 Program Manager monitored a significant number of meetings and actions of Delta Boards, Commissions and Councils, subcommittees, 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. This included invitations to participate in other water-related activities, such as the Voluntary Agreement process initiated by the Governor.
- Instituted an ongoing working group of landowners in the Cache Slough region to hear their concerns, disseminate information and inform agencies and residents about projects that have significant impacts to their communities.
- Participated in subcommittees of "The Partnership", which is comprised of representatives from local, State and federal agencies in the Yolo Bypass/Cache Slough region. The Partnership subcommittees met to collaborate on addressing regional impacts, including development of the above-mentioned HCP and other agricultural sustainability measures.
- Continued to monitor the U.S. Army Corps of Engineers and the Central Valley Flood Protection Board process to initiate an appropriate General Reevaluation Report (GRR) with an ecosystem-flood focus on the Yolo Bypass. The County, with the local flood partners, previously signed a Memorandum of Agreement to facilitate assurances that GRR plans are consistent with the agreed upon local vision contained in the local Corridor Management Framework (CMF) document.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no change in revenues and a decrease of \$154,721 or 18.9% in appropriations when compared to FY2019/20 Adopted Budget. This Department is funded primarily by the General Fund.

Primary Costs

The FY2020/21 Recommended Budget decreased primarily due to the following:

- Salaries and Employee Benefits increased by \$7,183 due to increases in salary and retirement costs and nominal changes in various other pay and benefits for the existing Water and Natural Resources Program Manager.
- Services and Supplies decreased by \$58,374 due to decreases in cost for professional services assistance to accomplish County goals, for travel and education/training to attend workshops and meetings, and from the net effect of various nominal increases and decreases in other operational expenses. Increases to controlled assets for a replacement computer, central data processing services, and liability insurance partially offset the decrease. Projected costs for contracted services remain unchanged in FY2020/21 and includes continued support of the County's share of Delta County Coalition's coordinator position and to provide for legislative advocacy.
- Other Charges decreased by \$107,277 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 \$3,819 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.

Contracts

The FY2020/21 Recommended Budget includes a total of \$341,620 or 51.6% in contracted services which includes the following significant contracts:

- \$200,000 towards the County's share for development of a Cache Slough Management Plan or to determine necessary zoning changes in the Cache Slough Complex to protect agriculture.
- \$44,000 for flood studies in the Cache Slough area.
- \$37,620 for legislative advocacy to protect County interests within the Delta.
- \$35,000 for the County's share of the Delta Counties Coalition.
- \$25,000 for consultant services related to the County's continued evaluation and response to the Delta Water Tunnel plan

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 monitors various commissions, councils and committees, and coordinates 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.

Summary of Other Administered Budgets

1450 – Fund 001-Delta Water Activities Bill Emlen, Director of Resource Management Legislative & Administration

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	201,818	212,507	219,690	7,183	3.4%
SERVICES AND SUPPLIES	158,122	420,551	362,177	(58,374)	(13.9%)
OTHER CHARGES	276,166	121,742	14,465	(107,277)	(88.1%)
OTHER FINANCING USES	2,359	2,331	2,259	(72)	(3.1%)
INTRA-FUND TRANSFERS	48,205	59,802	63,621	3,819	6.4%
TOTAL APPROPRIATIONS	686,670	816,933	662,212	(154,721)	(18.9%)
NET COUNTY COST	686,670	816,933	662,212	(154,721)	(18.9%)

STAFFING					
DELTA WATER ACTIVITIES	1	1	1	0	0%
TOTAL STAFFING	1	1	1	0	0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Other Professional Services is decreasing by \$62,500, but still includes \$269,000 for professional assistance to support analysis of flood control and environmental documents and on-going participation in partnerships with other stakeholders aligned with County interests in the Delta, Cache Slough, and Yolo Bypass regions.

Countywide Administrative Overhead decreased by \$107,242 due to reduction in costs associated with attending and actively responding to State hearings on Delta related issues in previous years.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

With a relatively new state administration there is a slightly different direction relative to water supply and conveyance. Governor Newsom is pursuing a single Delta tunnel option, rather than the twin tunnels advocated by his predecessor. While a single tunnel will still pose significant impact to Solano County and the Delta, it is a reduction from the tunnel size proposed by the prior administration. Through its "Portfolio" approach, this administration may be open to other technological approaches to water supply, conservation and reuse to bolster local supply, which could offer opportunities to lessen impacts to the County and the Delta. Staff will continue to evaluate the current administration's positions and find opportunities for engagement that potentially can minimize impacts to Solano County.

There continues to be significant federal and state government focus on development of ecosystem restoration and flood risk reduction projects to improve the quality and quantity of habitat in the Delta/Yolo Bypass/Cache Slough Complex to mitigate existing and proposed water projects. Projects proposed in the Cache Slough Complex, such as the 3400-acre Lookout Slough Project include conversion of agricultural lands to habitat and for flood purposes, taking them out of production, and having a profound effect on the land use of the region. During FY2019/20 staff was involved in several forums to direct how ecosystem projects are developed in a manner protective of agriculture in these areas.

The need for collaboration is becoming more imperative in grappling with the various competing interests for the same geographic area and water resources. Significant acreages of land are in various stages of acquisition, design or construction of habitat restoration requiring whole-scale conversion of agricultural lands as are 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, ecosystem and related activities. Staff will also continue to be involved in the Partnership group to help guide regional solutions protective of our agriculture.

The State's 2019 concepts for a single tunnel 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 environmental review and permitting for all elements of this changing project.

The State Water Resources Control Board continues its ongoing, phased review and update to the Bay-Delta Water Quality Control Plan, which considers water quality and flow for all beneficial uses. The completion of Phase 1 in 2018 for the San Joaquin River and its tributaries revised flow objectives, leaving more water in rivers to help protect fish species under threat of extinction, and set the stage for Phase 2 for the Sacramento River and its tributaries. The Governor is strongly promoting, and the County is monitoring, Voluntary Settlement Agreement negotiations that would preserve more water supply for human uses.

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time it is unclear how COVID-19 will impact the Delta Water Activities budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

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 of 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 and Dixon 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 a decrease of \$1,600 or 2.9% in revenues and a decrease of \$4,680 or 3.2% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the Net County Cost decreased by \$3,080 or 3.4%. The decrease is primarily due to a contract for licensed surveyor services no longer being required after filling the County Surveyor position during FY2019/20.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	52,026	51,000	50,800	(200)	(0.4%)
MISC REVENUE	2,319	3,500	2,100	(1,400)	(40.0%)
TOTAL REVENUES	54,345	54,500	52,900	(1,600)	(2.9%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	14,988	20,000	0	(20,000)	(100.0%)
OTHER CHARGES	127,422	126,106	141,426	15,320	12.1%
TOTAL APPROPRIATIONS	142,411	146,106	141,426	(4,680)	(3.2%)
NET COUNTY COST	88,066	91,606	88,526	(3,080)	(3.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Other Professional Services are decreasing by \$20,000 and Interfund Services Used is increasing by \$15,000, both due to contracted licensed surveyor services no longer being needed after filling the County surveyor position.

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.

PENDING ISSUES ON COVID-19

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time it is unclear how COVID-19 will impact the Surveyor/Engineer budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted 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 a decrease of \$1,245 or 10.8% in revenues and an increase of \$57,248 or 354.1% in appropriations when compared to the FY2019/20 Adopted Budget. The change in the overall budget is due primarily to a survey monument repair and replacement project proposed for FY2020/21.

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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	1,228	1,000	255	(745)	(74.5%)
CHARGES FOR SERVICES	9,410	10,500	10,000	(500)	(4.8%)
TOTAL REVENUES	10,638	11,500	10,255	(1,245)	(10.8%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	10,000	70,000	60,000	600.0%
OTHER CHARGES	817	6,165	3,413	(2,752)	(44.6%)
TOTAL APPROPRIATIONS	817	16,165	73,413	57,248	354.1%
CHANGE IN FUND BALANCE	(9,821)	4,665	63,158	58,493	1253.9%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

There is an increase of \$60,000 in Other Professional Services to repair and replace several survey monuments planned for in FY2020/21.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Survey Monument Preservation budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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 when all the available funding was expended. 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 (BU 8215 – CDBG 1999, BU 8216 – CDBG 2000, and BU 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 has no revenues nor appropriations for FY2020/21. There is no County Contribution for this program. The primary funding source for this fund are repayment of loans when property owners refinance their homes. No revenue is anticipated in FY2020/21.

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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	0	0	0	0	0.0%
TOTAL REVENUES	0	0	0	0	0.0%
APPROPRIATIONS					
OTHER CHARGES	0	2	0	(2)	(100.0%)
TOTAL APPROPRIATIONS	0	2	0	(2)	(100.0%)
CHANGE IN FUND BALANCE	0	2	0	(2)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time, it is unclear how COVID-19 will impact the HOME 2010 Program budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

FUNCTION AND RESPONSIBILITIES

The Homeacres Loan Program was funded by 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 activity by the Department to promote available homeowner assistance programs did not generate interested homeowners who qualified under the program guidelines. In late FY2018/19, the Department procured a contractor to update the 2001 Solano County Owner-Occupied Loan Program Guidelines (Guidelines) and actively advertise and market fund availability. The contractor will also serve as the liaison between the homeowner and contractors to facilitate structure rehabilitation and updates through the Fund should the marketing generate community interest to utilize the Fund. This marketing and liaison activity will continue in FY2020/21.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$5,075 or 21.2% in revenues and an increase of \$92 or 0.1% in appropriations when compared to the FY2019/20 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 \$18,925 in accrued interest income, which represents a decrease of \$5,075 compared to the FY2019/20 Adopted Budget. Appropriations of \$81,040 result from an \$80,000 fee for the contractor to continue implementation of a program to re-vitalize the use of the Fund and serve as its administrator, should community interest warrant such actions, \$550 for accounting services, \$50 for travel for outreach meetings and \$440 for Countywide Administrative Overhead allocation.

Contracts

The FY2020/21 Recommended Budget includes a total of \$80,000 or 98.7% in professional services which includes the following significant contracts:

- \$80,000 for marketing, community outreach, and administration of the 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	90,903	24,000	18,925	(5,075)	(21.1%)
TOTAL REVENUES	90,903	24,000	18,925	(5,075)	(21.1%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	535	80,550	80,600	50	0.1%
OTHER CHARGES	350	398	440	42	10.6%
TOTAL APPROPRIATIONS	885	80,948	81,040	92	0.1%
CHANGE IN FUND BALANCE	(90,018)	56,948	62,115	5,167	9.1%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget continues to provide \$80,000 for a contractor to administer the Fund, including actively advertise/market availability of the Fund, gauging community interest, and serving as a liaison between the homeowner and contractors as needed, and track individual project costs and reimbursements. The first phase of this work, a \$16,000 contract to update the Guidelines, began in FY2019/20 with additional marketing and outreach efforts anticipated in FY2020/21.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. At this time, it is unclear how COVID-19 will impact the Homeacres Loan Program budget. However, a downturn in the economy could increase the number of qualified homeowners for the program. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

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 Solano County 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.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$200,000 or 8.3% in both revenue and appropriations when compared to the FY2019/20 Adopted Budget. This increase results from the anticipated allocation from HUD to SCHA for FY2020/21 based on current estimates for reimbursements in FY2019/20. The Housing Authority budget tracks the pass-through of up to \$2.6 million in Federal Revenue for section 8 housing programs for the unincorporated areas of Solano County and the cities of Rio Vista and Dixon. There is no County Contribution for this program.

Contracts

The FY2020/21 Recommended Budget includes a total of \$2,600,000 or 100.0% in professional services which includes the following significant contracts:

- \$2,600,000 for an existing agreement with City of Vacaville to serve as administrator of the Housing Authority program.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	2,295,884	2,400,000	2,600,000	200,000	8.3%
TOTAL REVENUES	2,295,884	2,400,000	2,600,000	200,000	8.3%
APPROPRIATIONS					
SERVICES AND SUPPLIES	2,295,884	2,400,000	2,600,000	200,000	8.3%
TOTAL APPROPRIATIONS	2,295,884	2,400,000	2,600,000	200,000	8.3%
CHANGE IN FUND BALANCE	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Federal Other revenue is increased by \$200,000 for a total of \$2,600,000, which offsets an equal increase in Other Professional Services for the City of Vacaville to administer the program and supply Section 8 housing vouchers to qualified individuals.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget. The Housing Authority is staffed by the City of Vacaville Housing Authority through an approved agreement. General program oversight is conducted by Department of Resource Management staff.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19. The Department will closely monitor how COVID-19 and a possible downturn in the economy could not only increase the number of those requesting Section 8, but the possibility of increased funding. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Adopted Budget.

FUNCTION AND RESPONSIBILITIES

When active, this fund 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 grant expired, and the program closed in March 2017 and is now inactive.

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 an opportunity to receive 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.

During initial implementation of this program it was discovered 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 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 during the grant period.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The Microenterprise fund is inactive as a result of the expiration of the grant in 2017 and the program was closed in 2019.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no change in revenues and a \$1,206 or 100% decrease in appropriations when compared to the FY2019/20 Adopted Budget. There is no County Contribution for this program. As no future revenues or expenses are anticipated, this budget unit was closed in FY2018/19 and remaining fund balance was transferred out of the Fund in FY2019/20.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	47	0	0	0	0.0%
TOTAL REVENUES	47	0	0	0	0.0%
APPROPRIATIONS					
OTHER CHARGES	2,809	0	0	0	0.0%
OTHER FINANCING USES	0	1,206	0	(1,206)	(100.0%)
TOTAL APPROPRIATIONS	2,809	1,206	0	(1,206)	(100.0%)
CHANGE IN FUND BALANCE	2,762	1,206	0	(1,206)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

2950 – Fund 012-Fish/Wildlife Propagation Program Summary of Other Administered Budgets

Bill Emlen, Director of Resource Management

Other Protection

FUNCTION AND RESPONSIBILITIES

The program is responsible for distributing fine monies collected within the County from violation of Fish and Game laws and mitigation funds 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 an increase of \$2,140 or 90.4% in revenues and a decrease of \$942 or 7.6% in appropriations when compared to the FY2019/20 Adopted Budget and a \$6,947 use in 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 \$4,300 and interest income on the fund will be \$206, which results in total revenue increase of \$2,140 into the fund compared to the FY2019/20 Adopted Budget.

Primary Costs

The FY2020/21 Recommended Budget includes a \$942 or 7.6% decrease in appropriations primarily due to a decrease in Interfund Services Used-County for less staff time being used to administer the program. The FY2020/21 Recommended Budget includes the use of \$10,000 of available Fund Balance for grant awards.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9312 – Fund 012 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

Interest in grant awards from the fund for the betterment of our environment continued during the FY2019/20 competitive grant cycle. The Department intends to continue its successful outreach strategy in FY2020/21 and expects to award up to \$10,000 in grants for projects. The Department will continue to monitor use of the Fund to ensure adequate awards can be provided during each grant cycle. 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 sufficient for projects to be awarded grant funding.

Summary of Other Administered Budgets 2950 – Fund 012-Fish/Wildlife Propagation Program
Bill Emlen, Director of Resource Management
Other Protection

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	6,584	2,266	4,300	2,034	89.8%
REVENUE FROM USE OF MONEY/PROP	991	100	206	106	106.0%
TOTAL REVENUES	7,575	2,366	4,506	2,140	90.4%
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	327	400	73	22.3%
OTHER CHARGES	(4,329)	12,068	11,053	(1,015)	(8.4%)
TOTAL APPROPRIATIONS	(4,329)	12,395	11,453	(942)	(7.6%)
CHANGE IN FUND BALANCE	(11,904)	10,029	6,947	(3,082)	(30.7%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Fish/Wildlife Propagation Program budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

**Bill Emlen, Director of Resource Management
Recreation Facility**

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 ACCOMPLISHMENTSChallenges:

- Maintaining adequate staff levels and availability of staff with proper authorities to support operations year-round continues to be a challenge. The Park and Recreation Division's operational model is based on six permanent ranger staff being supported by up to nine Park Aides, which is intended to allow parks' staffing to expand and contract to efficiently meet seasonal use demands. In recent years high visitation rates by the public are extending into typically lower use, off-peak season, periods when seasonal Park Aide staffing traditionally has been reduced and permanent staff use accrued leaves in preparation for the peak season. With the increased days and hours of operations, there is also an impact on availability of a Park Rangers at each of the parks on some days, especially given the distance between parks and use of leaves, planned or unplanned, and long-term vacancies. At the same time retention and recruitment of both seasonal and permanent staff has been problematic, especially at the Park Ranger Supervisor level, though the Department does anticipate filling this position by late FY2019/20 after a long vacancy period. The Department will continue to evaluate the staffing model, both for number and the type of positions, during FY2020/21 to determine recommended changes should these staffing issues and use trends continue.
- Lake Solano Park was impacted by two Pacific Gas and Electric's Public Safety Power Shutoffs (PSPS) events for a total of seven days. During the PSPS events, only those campers with fully self-contained RVs were allowed to remain and/or use the campground, and the day use section was closed as toilets were not available due to no power to the well. This had an impact on staff services since they had to be redirected to contact and, if necessary, reschedule prospective campers impacted by the PSPS. The PSPS also had an impact on revenues during the period it was in effect, but high visitation rates into the off-peak period mitigated any overall negative impact to revenue.
- The use of recreational vehicle (RV) at the parks, compared to the more historical tent camping, continues to impact demand for electricity and RV dump station use at Lake Solano Park and Sandy Beach Park, resulting in higher costs to provide these services. Compounding the issue is that the electrical systems at these parks were not designed for today's RV electrical demands. The Department will continue to explore possible methods to upgrade the electrical system in the campgrounds during this and subsequent fiscal years. In FY2019/20 the Department completed installation of an automated pay dump station at Sandy Beach Park and will be monitoring its effectiveness at stabilizing maintenance costs before considering adding a similar system at Lake Solano Park.

Accomplishments:

- The Division's Park Volunteer Program provided over 45 public outreach events (guided tours, virtual experiences, and special events) during FY2019/20 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.
- The parks continue to utilize and develop new volunteers to perform restoration project work and maintain and build onsite and virtual education programs to attract visitors. 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.
- Coordination efforts with partners such as Solano Resource Conservation District, Putah Creek Council, the Bureau of Reclamation, Yocha Dehe Wintun Nation, Suisun Resource Conservation District and California State Fish and Wildlife have been underway this year for much needed habitat restoration grant opportunities at Lake Solano Park and Belden's Landing Water Access Facility with one project awarded and underway at Belden's Landing.

WORKLOAD INDICATORS

- During the period of July 1, 2018 through June 30, 2019, an estimated 196,813 visitors were served at the County Parks, continuing to follow a use pattern averaging approximately 200,000 park visitors annually. This equates to 30,000 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. In FY2019/20, the Division maintained visitor use levels consistent with the prior three years' growth pattern for use during the first half of the fiscal year, and at Midyear achieved 57% of the prior year's Recreation Services revenues. At the beginning of the fourth quarter the parks experienced public closures related to the COVID-19 pandemic resulting in significant reductions in visitation levels and peak season revenues.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$139,616 or 7.3% in revenues and an increase of \$169,350 or 8.9% in appropriations when compared to FY2019/20 Adopted Budget. As a result, the General Fund Contribution increased by \$101,331 which results in an increase in the use of the Parks and Recreation Fund Balance by \$29,734.

Primary Funding Sources

The primary funding sources for the Division are fees charged for services, property tax revenues, and ABX1 26 pass-through revenues (formerly redevelopment pass-through revenues); with the remaining funding coming from the General Fund and grants.

For FY2020/21 the increase of \$139,616 or 7.3% in revenues is primarily due to the following:

- An increase in Intergovernmental Revenues by \$21,748 primarily for a grant from the National Fish and Wildlife Foundation for restoration work at Belden's Landing.
- An increase in Other Financing Sources by \$101,331 as additional General Fund Support is required to maintain Park and Recreation Operations.

Primary Costs

The FY2020/21 Recommended Budget includes an increase of \$169,350 or 8.9% increase in appropriations due to the following:

- An increase in Salary and Benefits by \$32,559 or 3.6% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- An increase in Services and Supplies of \$19,024 primarily due to minor increased costs for Utilities, Insurance-Risk Management, Maintenance and Building Improvements, Central Data Processing, fuel and lubricants, Computer Components less than \$1,500, Contracted Services, Controlled Assets Computer Related, and County Garage Services

**Bill Emlen, Director of Resource Management
Recreation Facility**

being partially offset primarily by decreases in Water and Other Professional Services. Increases offset with decreases to various other operational costs.

- An increase in Other Charges by \$79,256 primarily from increased costs for Countywide and Departmental Administrative Overhead, reimbursement to the Road Fund for road work at Sandy Beach Park, and for assistance by Sheriff's Office personnel with patrolling the parks and with recruitments.

Contracts

The FY2020/21 Recommended Budget includes a total of \$109,246 or 5.3% in contracted services, significant contracts include the following:

- \$33,201 Solano Resource Conservation District for docent and stewardship events at Lake Solano.
- \$26,345 Solano Land Trust docent and stewardship events at Lunch Canyon.
- \$25,000 for a consultant related to the Parks District formation.
- \$14,000 for Landscape Architectural Services, which are reimbursed by a grant.

Fixed Assets

The FY2020/21 Recommended Budget includes the following fixed assets:

- \$38,000 for a tractor to help perform landscaping and hauling work at Lake Solano.

See related Budget Unit 9316 – Fund 016 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

The 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. The Recommended Budget also continues the Department and Division's commitment towards the evaluation of possible formation of a regional Park District formation and includes continuation of the restoration work to repair fire damage at Belden's Landing Boat Launch.

Summary of Other Administered Budgets

7000 – Fund 016-Parks & Recreation Bill Emlen, Director of Resource Management Parks & Recreation

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	751,759	778,609	782,717	4,108	0.5%
FINES, FORFEITURES, & PENALTY	1,196	800	1,464	664	83.0%
REVENUE FROM USE OF MONEY/PROP	23,752	17,852	24,903	7,051	39.5%
INTERGOVERNMENTAL REV STATE	8,188	8,318	8,304	(14)	(0.2%)
INTERGOVERNMENTAL REV FEDERAL	172	0	20,579	20,579	0.0%
INTERGOVERNMENTAL REV OTHER	1,933	317	1,500	1,183	373.2%
CHARGES FOR SERVICES	621,282	619,786	624,500	4,714	0.8%
MISC REVENUE	5,196	8,000	8,000	0	0.0%
GENERAL FUND CONTRIBUTION	316,428	471,248	572,579	101,331	21.5%
TOTAL REVENUES	1,729,906	1,904,930	2,044,546	139,616	7.3%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	766,278	902,436	934,995	32,559	3.6%
SERVICES AND SUPPLIES	612,700	713,003	732,027	19,024	2.7%
OTHER CHARGES	268,843	282,234	361,490	79,256	28.1%
F/A EQUIPMENT	0	0	38,000	38,000	0.0%
OTHER FINANCING USES	6,716	7,257	7,768	511	7.0%
TOTAL APPROPRIATIONS	1,654,537	1,904,930	2,074,280	169,350	8.9%
CHANGE IN FUND BALANCE	(75,369)	0	29,734	29,734	0.0%
STAFFING					
PARKS & RECREATION	7	7	7	0	0.0%
TOTAL STAFFING	7	7	7	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- The General Fund Contribution is increased by \$101,331 to offset general operational costs.
- Countywide Administrative Overhead is increased by \$79,644 resulting from Parks use of internal County services.
- Salary and Benefits are increased by \$32,559 to maintain the existing level of permanent and extra help staff to manage the parks.
- Equipment is increased by \$38,000 from the Park Fund purchasing a tractor for landscaping and hauling work at Lake Solano Park.
- Grant Revenue is increased by \$20,579 to fund completion of fire repair work at Belden's Landing Boat Launch.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

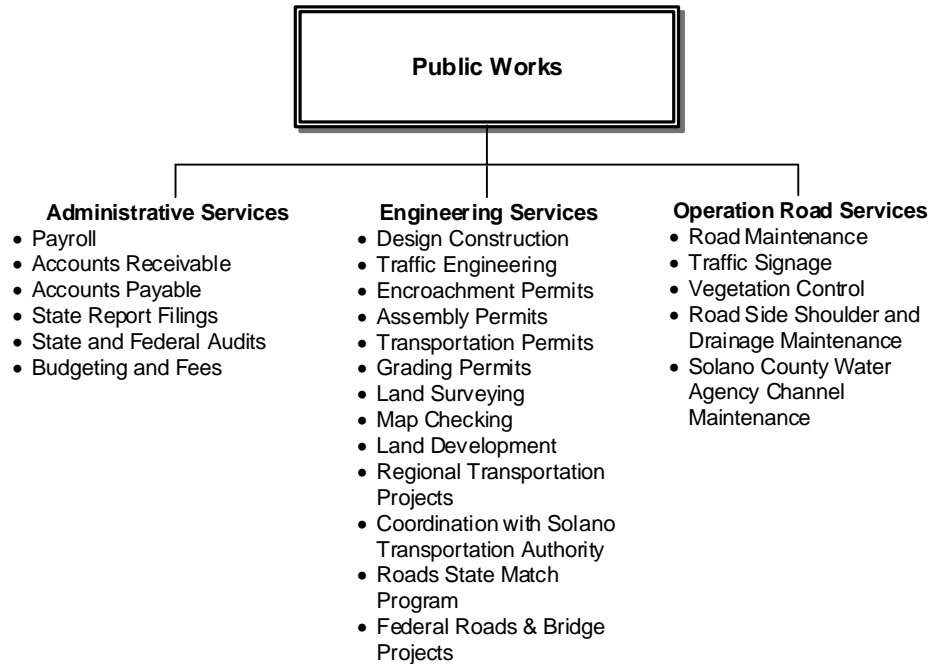
PENDING ISSUES AND POLICY CONSIDERATIONS

The Department and Division continue to provide support towards possible formation of a Regional Parks and Open Space District. Funding and staffing for this effort is shared with Resource Management (BU 2910), which utilizes Planning Division staff and contracts in this endeavor. The Parks Manager will continue to be involved and the Recommended Budget has appropriated \$25,000 towards professional services to support this process.

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.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Parks and Recreation budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

During park closures related to the COVID-19 pandemic the Parks Division was able to capitalize upon staff knowledge and skills to identify and perform park projects and deferred maintenance work. Some of this work is difficult to complete during normal park operations due to impact on public access.



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:

FY2019/20 Midyear Projection:	24,943,447
FY2020/21 Recommended:	33,030,134
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	71

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 576 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 52 large drainage culverts, including the bridge/culvert structures, the roadway surfaces and the associated drainage channels within the road right-of-way.
- Perform maintenance work on road, airport, parking lot, and drainage facilities for County departments, cities, and other agencies on a reimbursable basis.
- Maintain 58 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.

Bill Emlen, Director of Resource Management
Public Ways

- Participate in regional transportation planning and the development of regional transportation projects as a member agency of the Solano Transportation Authority (STA).
- Provide traffic engineering services, including traffic orders and signage.
- Issue various permits, including transportation, encroachment, grading and assembly permits.
- Provide engineering, surveying and construction work on road, airport, parking lot, and drainage facilities for County departments, cities, 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 590 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

Public Works Engineering uses 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, accounting, budgeting, payroll, recordkeeping, inventory, fees, State reporting, State and federal audits, imaging processing and retention schedules, and data processing information system operations.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Initial estimates for FY2020/21 anticipated an increase in funding as a result of SB 1 (statewide revenue). The increases necessitate delivery of projects in a timely manner and mandates maintenance and safety improvements to the County's roads. Since the passage of SB 1, the Department has added two new Engineering positions and three new Operations positions since FY2017/18, to meet the need for design, review and inspection of the increased road construction project demand and to meet the SB 1 goals of improving the maintenance and safety of the County's roads. At the same time, hiring experienced staff with the qualifications to perform higher level work continued to be a challenge due to a tighter job market and passage of SB 1 creating new transportation jobs across the State. The Department will continue to evaluate staffing levels to meet increased demands.
- The cleanup of illegally dumped roadside solid waste continues to impact the availability of road crews to perform other road repair and maintenance projects and the Road Fund. Over the past four years, the cost to Public Works has more than doubled, increasing 233%. The Resource Management Department is collaborating across its Divisions and with the Sheriff's Office to address this issue, including more robust investigation and enforcement of illegal dumping. The required time commitment to collect and dispose of roadside solid waste has led to the formation of an illegal dumping crew in FY2019/20 to address the problem County-wide. An increasing number of homeless encampments require additional staff training and personal protective equipment. The Department is also seeing an increase in abandoned boats and recreational vehicles in the County's right-of-way.
- Securing funding to rehabilitate and reconstruct the County's aging bridges is becoming more of a challenge. The federal bridge funding system is oversubscribed, with increased competition for funding. In addition, new roadside barrier standards make rehabilitating historic bridges more difficult. The County will continue to work with Caltrans to move forward with the Stevenson Road Bridge project, and will work to secure funding for the Pedrick Road Bridge and Bunker Station Road Bridge projects. The Main Prairie Road Bridge is now included in Caltran's funding plan for a future fiscal year, and all are included in the Public Works Capital Improvement Plan.

Functional Area Summary

3010 – Fund 101-Public Works Bill Emlen, Director of Resource Management Public Ways

Accomplishments:

- Maintained a pavement condition index of 80, 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 road improvement projects including paving, striping, and shoulder backing on Azevedo Road, widening, micro-surfacing, and striping Porter Road, widening and paving Campbell Road, replacing guardrails damaged by car accidents at 11 locations, and made significant improvements to the Rio Vista corporation yard, including the installation of a modular office, fencing, and sidewalk and parking lot improvements.
- Performed design work for various large road projects, including a Pedestrian Safety Improvement Project in Vallejo, Farrell Road intersection improvements, McCormack Road improvements, Timm Road improvements, Farm to Market Phase 3, and three large paving projects on several roads across the County.

WORKLOAD INDICATORS

- Road Operations chip-sealed 31 miles on 33 County roads to extend the life of the paved surfaces.
- Engineering staff completed work on 6 moderate to large sized road improvement projects.
- Engineering staff worked on the design, environmental review, and construction inspection of 8 additional road projects.
- Engineering staff processed 188 encroachment permits, 48 grading permits, 533 single transportation permits, 101 annual transportation permits, 40 record of surveys, and reviewed 89 land use permits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FEDERAL ROADS & BRIDGE PROJECTS	1,855,015	0	0	0	0.0%
ENGINEERING SERVICES	1,315,488	8,452,676	9,199,394	746,718	8.8%
OPERATION ROAD SERVICES	890,921	661,439	761,189	99,750	15.1%
ADMINISTRATIVE SERVICES	16,477,368	18,097,836	18,859,302	761,466	4.2%
TOTAL REVENUES	20,538,792	27,211,951	28,819,885	1,607,934	5.9%
APPROPRIATIONS					
FEDERAL ROADS & BRIDGE PROJECTS	3,383,874	0	0	0	0.0%
ENGINEERING SERVICES	8,170,227	20,713,494	20,725,423	11,929	0.1%
OPERATION ROAD SERVICES	8,192,102	9,855,478	9,983,166	127,688	1.3%
ADMINISTRATIVE SERVICES	1,783,087	1,945,202	2,321,545	376,343	19.3%
TOTAL APPROPRIATIONS	21,529,290	32,514,174	33,030,134	515,960	1.6%
NET CHANGE					
FEDERAL ROADS & BRIDGE PROJECTS	1,528,859	0	0	0	0.0%
ENGINEERING SERVICES	6,854,739	12,260,818	11,526,029	(734,789)	(6.0%)
OPERATION ROAD SERVICES	7,301,181	9,194,039	9,221,977	27,938	0.3%
ADMINISTRATIVE SERVICES	(14,694,281)	(16,152,634)	(16,537,757)	(385,123)	2.4%
NET CHANGE	990,498	5,302,223	4,210,249	(1,091,974)	(20.6%)

Bill Emlen, Director of Resource Management
Public Ways

	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
STAFFING					
ENGINEERING SERVICES	19	21	21	0	0.0%
OPERATION ROAD SERVICES	42	45	45	0	0.0%
ADMINISTRATIVE SERVICES	5	5	5	0	0.0%
TOTAL STAFFING	66	71	71	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$1,607,934 or 5.9% in revenues and an increase of \$515,960 or 1.6% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the Net Road Fund Cost is decreased by \$1,091,974 or 20.6% and will be funded from fund balance/reserves.

Primary Funding Sources

The primary funding sources for Public Works are the Highway Users Tax Account (HUTA), commonly referred to as the gas tax, the Road Repair and Accountability Act (SB 1), and property taxes.

HUTA - There are two components of 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 cents per gallon in 1995. Due to the passage of SB 1, inflationary adjustments to this rate have increased HUTA funding significantly over the last two years. New HUTA represents Solano County's portion of the State's gas tax established in 2010, which prior to SB 1 was indexed on the price of gas and included an inflation factor. However, effective July 1, 2019, SB 1 eliminated the annual rate adjustment and reset the rate to July 1, 2010 levels, or 17.3 cents per gallon. This is a significant increase over the FY2018/19 rate of 11.7 cents per gallon. HUTA funding increased by \$1.9 million in FY2019/20 and an additional \$500,000 in FY2020/21, resulting in total HUTA funding of \$10.1 million.

SB-1 - Passed into law in 2017, the Road Repair and Accountability Act, also known as SB 1, provided 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 \$7.2 million in revenue in FY2020/21 from the Road Maintenance and Rehabilitation Account (RMRA).

In Summary, Public Works anticipates receiving a total of \$10.1 million of HUTA funding, \$7.2 million of RMRA (SB 1) revenue, and \$1.2 million in property taxes in FY2020/21. Public Works also receives federal funding on a project specific reimbursement basis. In FY2020/21, \$6.1 million in federal funding is anticipated.

The FY2020/21 Recommended Budget includes a \$1,607,934 or 5.9% increase in revenues primarily due to the following:

- Taxes of \$1,156,028 are decreasing by \$39,038.
- Intergovernmental Revenues of \$25,183,690 is increasing by \$865,414 primarily due to the following:
 - State Revenue of \$17,760,712 is increasing by \$1,196,643 primarily due to an increase in Highway Users Tax increasing \$398,796, Road Maintenance and Rehabilitation Account (SB 1) increasing \$498,575, and Cal Recycle grant funding of \$300,000 which will partially fund the Rubberized Chip Seal project.
 - Federal Revenue of \$6,122,978 is decreasing by \$831,229 due to federally funded projects, including improvements to Stevenson Road Bridge, Abernathy Road, Suisun Valley Road, Midway Road Overlay, Rockville Road, and Mankas Corner Road.
 - Other Intergovernmental Revenue of \$1,300,000 is increasing by \$600,000 due to Other Governmental Agency work results from reimbursement by the City of Benicia for Lake Herman Road, City of Rio Vista for McCormack Road, City of Vallejo for the Rubberized Chip Seal Project, and Regional Transportation Impact Fee (RTIF) funding.

-
- Charges for Services of \$1,236,645 are increasing by \$134,087 primarily due to a \$74,142 increase in Interfund Services Provided related to a reimbursement from the Environmental Health and Integrated Waste Management divisions for litter pick-up, a \$23,227 increase in services provided to other County departments, and a \$19,190 increase for Departmental Administrative Overhead provided to the other Resource Management divisions.
 - Other Financing Sources of \$889,000 are increasing by \$752,000:
 - \$750,000 in Recology road damage fees will be used for repairs on Fox and Weber Roads.
 - \$87,000 from the Public Works Improvement Fund will be used on improvements to Rockville Road in the Green Valley Zone of Benefit.

Primary Costs

The FY2020/21 Preliminary Recommended Budget includes a \$515,960 or 1.6% increase in appropriations due to the following:

- Salaries and Employee Benefits of \$8,805,416 reflect an increase of \$152,249 primarily due to increases in wages from negotiated and approved labor agreements, merit/step/longevity increases for staff, increases in CalPERS rates on higher salaries, increases in health benefit costs and coverage levels for staff.
- Services and Supplies of \$10,829,452 reflect an increase of \$3,261,597 due primarily to increased road maintenance projects, along with increases and decreases in various operational expenditures. This includes increases of \$156,114 in Liability Insurance, \$100,000 in Road Materials for improvements and maintenance of shoulders and gravel roads, and \$42,220 in Fuel and Lubricants for additional light and heavy equipment added to the Public Work's fleet, along with decreases in Consulting Services of \$100,000 for a corporation yard needs assessment, and \$15,000 in Agricultural Services and Supplies to deplete weed abatement inventory. Road maintenance projects, projected to cost \$6,555,000, include RTIF Safety Improvements, Rubberized Chip Seal, Overlay Project, and Midway Road Overlay.
- Fixed Assets of \$11,704,000 reflect a decrease of \$3,256,575 primarily from decreases to Construction in Progress attributed to improvements on McCormack, Abernathy, Suisun Valley, Rockville, Lake Herman, and Liberty Island Roads, Mankas Corner, Stevenson Road Bridge, and Cantelow culvert replacements, increases for heavy equipment necessary for road maintenance activities, decreases to land acquisition costs, and decreases to Buildings and Improvements as completion of the installation of a modular office at the Rio Vista Corporation yard.

Contracts

The FY2020/21 Preliminary Recommended Budget includes a total of \$17,102,000 or 51.6% in contracted service which includes the following significant contracts:

Non-Federal public works contracts

- \$2,700,000 Rubberized Chip Seal
- \$2,000,000 Overlay Project
- \$1,800,000 McCormack Road Phase I
- \$1,500,000 Liberty Island Road
- \$1,200,000 Cantelow Culvert Replacement
- \$1,200,000 Lake Herman Road
- \$600,000 RTIF Safety Improvements

Federally funded contracts

- \$3,197,000 Suisun Valley Road
- \$1,500,000 Stevenson Road Bridge
- \$1,200,000 Abernathy Road Bike and Pedestrian Improvements

**Bill Emlen, Director of Resource Management
Public Ways**

- \$720,000 Midway Road Overlay Project
- \$453,000 Rockville Road Pavement Overlays
- \$360,000 Mankas Corner Road Bike and Pedestrian Improvements

Fixed Assets

- \$525,000 Milling Machine to remove aging asphalt and concrete pavement.
- \$140,000 Ariel Bucket Truck for tree trimming.
- \$135,000 Transport Truck to transport heavy equipment.
- \$90,000 Transport Trailer to attach to a transport truck to move heavy equipment.
- \$60,000 Five Portable Restrooms for each of the Operations crews for use in the field.
- \$40,000 Rotary Eraser Attachment to remove thermo plastic striping.
- \$20,000 Dump Trailer to haul large quantities of solid waste.
- \$8,000 Herbicide Tank Sprayer for herbicide application.

See related Budget Unit 9401 - Fund 101 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

Due to the passage of the Road Repair and Accountability Act (SB 1), State revenue to the Road Fund has doubled since FY2017/18. This has allowed the Department to significantly increase its project road work to address road maintenance and safety needs.

In addition to road and bridge repair, the County began focusing on its culvert system in FY2018/19, implementing the Culvert Inventory Project to establish a framework for inspecting and assessing the remaining life of 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. Construction on Cherry Glen culverts began in FY2019/20, and the replacement of Cantelow culverts will take place in FY2020/21.

In FY2019/20, the Department began taking inventory of its culverts, bridges, roads, signs, street lights, striping, and traffic signals, tracking their location, condition, size, material type, and age using GIS. This data will be used to assist with infrastructure needs assessments, planning future projects, scheduling of traffic-related asset replacement, and real-time web-based road closure reporting. GIS is also being used to track illegal dumping locations, improving enforcement efforts by the Sheriff's Department.

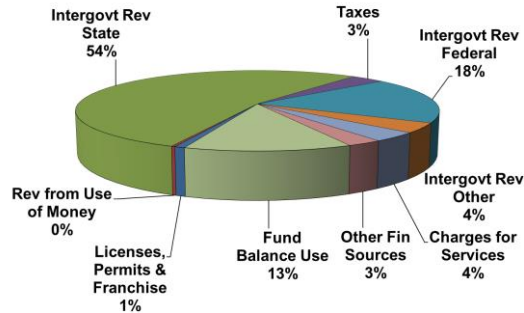
Public Works owns corporation yards in Fairfield, Vacaville, Rio Vista, and Dixon. The buildings at these locations were constructed in the 1950s and 1960s and have not undergone major renovations since originally constructed. These aging facilities will need to be replaced or renovated in the near future. Installation of a modular trailer to replace the office space at the Rio Vista corporation yard, including new fencing, sidewalks, and driveway improvements took place in FY2019/20. The Fairfield corporation yard also houses Fleet's heavy equipment shop. The Department will work with the County Administrator's Office and General Services to evaluate potential facility upgrades, consolidation, and relocation to determine a short and long-term plan for these facilities.

The Department will continue to seek opportunities to collaborate with the cities and regional agencies to pool resources to complete mutually beneficial projects. Such collaboration increases available funding for these regional road projects, which attracts quality contractors and results in more competitive bids. The Department is working to secure agreements with several local agencies for regional projects, including improvements to Lake Herman Road, McCormack Road, and a Rubberized Chip Seal project.

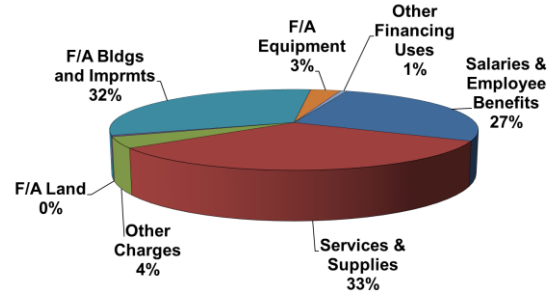
Functional Area Summary

3010 – Fund 101-Public Works Bill Emlen, Director of Resource Management Public Ways

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	1,119,092	1,195,066	1,156,028	(39,038)	(3.3%)
LICENSES, PERMITS & FRANCHISE	333,457	248,535	258,600	10,065	4.0%
REVENUE FROM USE OF MONEY/PROP	272,324	207,016	93,922	(113,094)	(54.6%)
INTERGOVERNMENTAL REV STATE	15,027,874	16,564,069	17,760,712	1,196,643	7.2%
INTERGOVERNMENTAL REV FEDERAL	1,820,125	7,054,207	6,122,978	(931,229)	(13.2%)
INTERGOVERNMENTAL REV OTHER	100,000	700,000	1,300,000	600,000	85.7%
CHARGES FOR SERVICES	1,308,606	1,102,558	1,236,645	134,087	12.2%
MISC REVENUE	2,543	3,500	2,000	(1,500)	(42.9%)
OTHER FINANCING SOURCES	554,772	137,000	889,000	752,000	548.9%
TOTAL REVENUES	20,538,792	27,211,951	28,819,885	1,607,934	5.9%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	7,218,838	8,653,167	8,805,416	152,249	1.8%
SERVICES AND SUPPLIES	9,294,714	7,567,855	10,829,452	3,261,597	43.1%
OTHER CHARGES	1,037,634	1,183,529	1,463,295	279,766	23.6%
F/A LAND	0	324,689	176,000	(148,689)	(45.8%)
F/A BLDGS AND IMPRMTS	2,929,169	13,227,386	10,497,000	(2,730,386)	(20.6%)
F/A EQUIPMENT	798,552	1,408,500	1,031,000	(377,500)	(26.8%)
OTHER FINANCING USES	250,383	149,048	227,971	78,923	53.0%
TOTAL APPROPRIATIONS	21,529,290	32,514,174	33,030,134	515,960	1.6%
NET CHANGE	990,498	5,302,223	4,210,249	(1,091,974)	(20.6%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

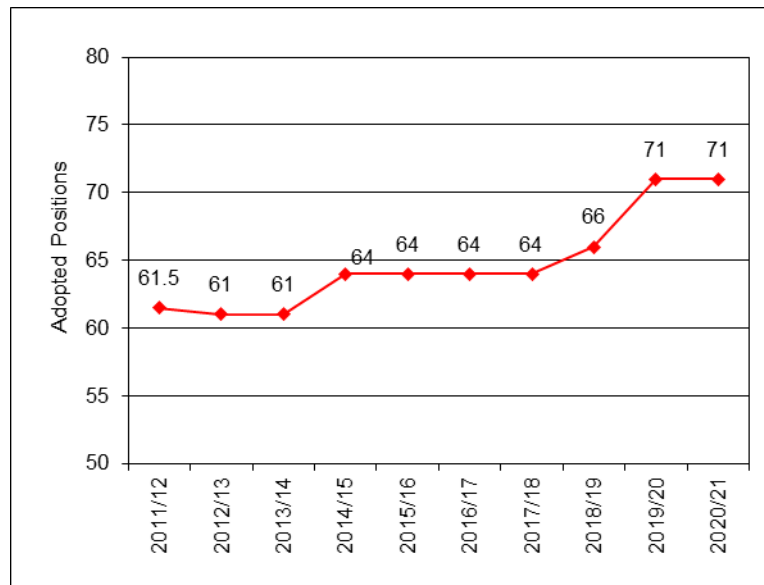
- The County is anticipating receiving gas tax revenue in the amount of \$17.3 million from the State for road construction and improvement projects via HUTA and RMRA which reflects an increase of \$897,371 due to the passage of SB 1.
- Federal revenue is decreasing by \$931,229 as a result of a decrease in federally funded projects.
- Revenue from other agencies and road impact fees is increasing by \$1,352,000 to partially fund several road improvement projects.

SUMMARY OF POSITION CHANGES

There are no position changes requested for FY2020/21.

Bill Emlen, Director of Resource Management
Public Ways

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

With the final component of SB 1 beginning July 1, 2020, Highway Users Tax Account (HUTA) and Road Maintenance and Rehabilitation Account (RMRA) revenue projections include full implementation of SB 1 for the first fiscal year in FY2020/21. While the County has experienced significant increases in revenue since the law went into effect in November 2017, now that each component of SB 1 will be fully implemented, revenue increases will occur at a much slower rate. While fluctuations in fuel consumption, inflation, and vehicle registrations affect SB 1 revenue, gasoline prices no longer directly tie to fuel tax rates, providing more revenue stability. Since 70% of SB 1 revenue remains tied to fuel consumption, should there be a significant decline then revenue would be adversely impacted. Although fuel consumption has been declining in recent years, the rate of inflation has outpaced that decline, resulting in increased gas tax revenues.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Public Works budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
3030 REGIONAL TRANSPORTATION PROJ	0	19,000	25,000	6,000	31.6%
3020 PUBLIC WORKS IMPROVEMENT	509,996	550,000	471,856	(78,144)	(14.2%)
APPROPRIATIONS					
3030 REGIONAL TRANSPORTATION PROJ	22,841	19,000	25,000	6,000	31.6%
3020 PUBLIC WORKS IMPROVEMENT	443,772	85,000	837,000	752,000	884.7%
NET CHANGE					
3030 REGIONAL TRANSPORTATION PROJ	22,841	0	0	0	0.0%
3020 PUBLIC WORKS IMPROVEMENT	(66,224)	(465,000)	365,144	830,144	(178.5%)

A summary of the budgets administered by the Public Works Department is provided on the following pages.

Bill Emlen, Director of Resource Management
Public Ways

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, 2020 is \$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 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 recently completed a 5-year Public Facilities Fee Update approved by the Board of Supervisors in FY2019/20. Based on the update the County will continue to receive approximately 5% 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 \$6,000 or 31.6% in revenues and appropriations when compared to the FY2019/20 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
OTHER FINANCING SOURCES	0	19,000	25,000	6,000	31.6%
TOTAL REVENUES	0	19,000	25,000	6,000	31.6%
APPROPRIATIONS					
OTHER CHARGES	22,841	19,000	25,000	6,000	31.6%
TOTAL APPROPRIATIONS	22,841	19,000	25,000	6,000	31.6%
NET CHANGE	22,841	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

There are currently no new projects planned for FY2020/21.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Regional Transportation Project budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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 a decrease of \$78,144 or 14.2% in revenues and an increase of \$752,000 or 884.7% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The primary funding sources include: \$425,000 in impact fees from Recology Road Damage Agreement and \$45,000 in impact fees from the English Hills Zone of Benefit area, this represents a decrease of \$75,000 compared to the prior year due to a reduction in home construction, resulting in less impact fee revenue, and a reduction in tonnage at the Recology landfill.

Primary Costs

The primary costs include \$837,000 in Operating Transfers to the Road Fund to help cover expenses for bike and pedestrian improvements on Rockville Road in the Green Valley Zone of Benefit, and Fox and Weber Road improvements due to Recology landfill use. 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).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	8,914	5,000	1,856	(3,144)	(62.9%)
CHARGES FOR SERVICES	455,980	475,000	425,000	(50,000)	(10.5%)
MISC REVENUE	45,102	70,000	45,000	(25,000)	(35.7%)
TOTAL REVENUES	509,996	550,000	471,856	(78,144)	(14.2%)
APPROPRIATIONS					
OTHER FINANCING USES	443,772	85,000	837,000	752,000	884.7%
TOTAL APPROPRIATIONS	443,772	85,000	837,000	752,000	884.7%
NET CHANGE	(66,224)	(465,000)	365,144	830,144	(178.5%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

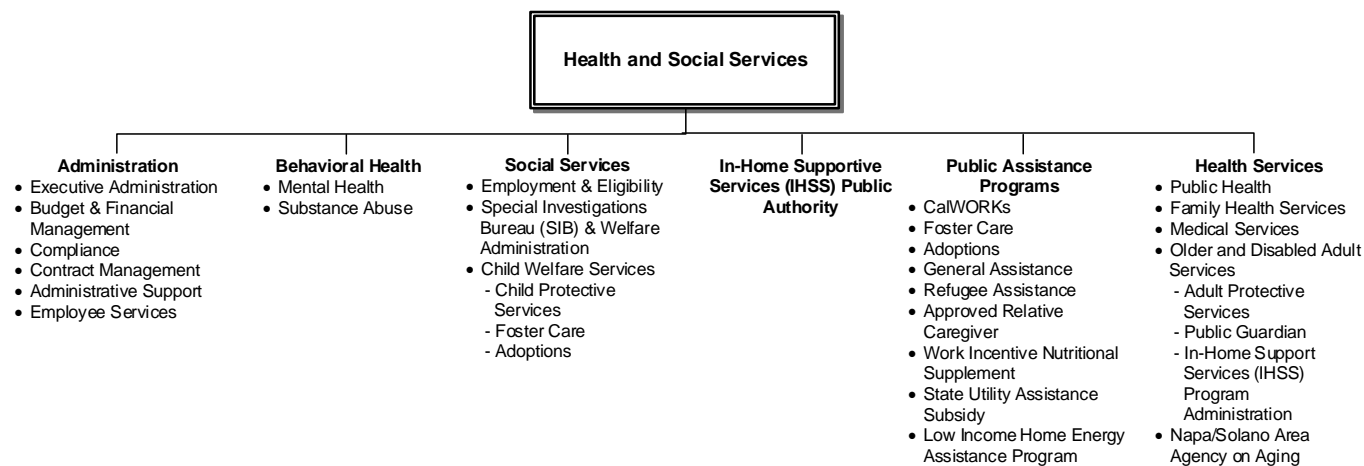
SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Public Works Improvements budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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DEPARTMENTAL PURPOSE

The Department of Health and Social Services (H&SS) provides cost-effective services that promote self-reliance and safeguard the physical, emotional and social well-being of the 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:

FY2019/20 Midyear Projection:	344,722,487
FY2020/21 Recommended:	367,215,761
County General Fund Contribution:	21,929,851
Percent County General Fund Supported:	6.0%
Total Employees (FTEs):	1,323.65

FUNCTION AND RESPONSIBILITIES

H&SS is divided into six financial divisions for budget reporting purposes: Administration, Behavioral Health, Social Services, In-Home Supportive Services (IHSS) – Public Authority, Public Assistance Programs, and Health Services.

Administration Budget (BU 7501) provides day-to-day executive management and direction, budget and fiscal management, compliance activities, contract management, payroll, recruitment, and departmental training.

Behavioral Health Services Budget (BU 7780) includes the Mental Health Plan and Substance Abuse Programs. The Division provides treatment, case management, rehabilitation, and community support services to seriously emotionally disturbed youth 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 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 Budget (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, Napa/Solano Area Agency on Aging (AAA) serving Planning Service Area (PSA) 28, and In-Home Supportive Services (IHSS) Public Authority.

Employment and Eligibility Services (E&ES) 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**

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 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.

In September 2018, the California Department of Aging (CDA) designated Solano County as the lead agency for the Napa/Solano AAA for PSA 28. ODAS provides program management and administrative support to the AAA.

IHSS Public Authority-Administration Budget (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 Budget (BU 7900) 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 subsidy) 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 Budget (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
Health & Public Assistance

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION DIVISION	9,178,581	2,911,527	2,804,899	(106,628)	(3.7%)
BEHAVIORAL HEALTH DIVISION	86,102,068	100,711,518	107,092,837	6,381,319	6.3%
SOCIAL SERVICES DIVISION	99,521,049	113,989,847	115,059,076	1,069,229	0.9%
IHSS - PA ADMINISTRATION	804,964	959,101	934,736	(24,365)	(2.5%)
PUBLIC ASSISTANCE PROGRAMS	50,073,916	52,749,867	57,423,991	4,674,124	8.9%
HEALTH SERVICES DIVISION	70,643,508	80,156,811	86,887,273	6,730,462	8.4%
TOTAL REVENUES	316,324,085	351,478,671	370,202,812	18,724,141	5.3%
APPROPRIATIONS					
ADMINISTRATION DIVISION	5,470,572	2,911,527	2,804,899	(106,628)	(3.7%)
BEHAVIORAL HEALTH DIVISION	86,104,375	100,711,518	107,092,837	6,381,319	6.3%
SOCIAL SERVICES DIVISION	99,521,952	113,989,847	115,059,076	1,069,229	0.9%
IHSS - PA ADMINISTRATION	804,964	959,101	934,736	(24,365)	(2.5%)
PUBLIC ASSISTANCE PROGRAMS	50,073,916	52,749,867	57,423,991	4,674,124	8.9%
HEALTH SERVICES DIVISION	67,183,613	80,744,079	83,900,222	3,156,143	3.9%
TOTAL APPROPRIATIONS	309,159,391	352,065,939	367,215,761	15,149,822	4.3%
NET CHANGE	(7,164,694)	587,268	(2,987,051)	(3,574,319)	(608.6%)
STAFFING					
ADMINISTRATION DIVISION	95.00	106.00	106.00	0.00	0.0%
BEHAVIORAL HEALTH DIVISION	206.00	216.25	216.25	0.00	0.0%
SOCIAL SERVICES DIVISION	652.75	651.75	655.00	3.25	0.5%
IHSS - PA ADMINISTRATION	5.00	5.00	5.00	0.00	0.0%
PUBLIC ASSISTANCE PROGRAMS	0.00	0.00	0.00	0.00	0.0%
HEALTH SERVICES DIVISION	329.50	334.65	341.40	6.75	2.0%
TOTAL STAFFING	1,288.25	1,313.65	1,323.65	10.00	0.8%

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$18,724,141 or 5.3% in revenues, which includes County General Fund Contribution, and an increase of \$15,149,822 or 4.3% in appropriations when compared to the FY2019/20 Adopted Budget, excluding the transfers to or from reserves. The General Fund Contribution of \$21,929,851 increased by \$1,057,102 or 5.1% primarily due to an increase in County share of cost for CalFresh, Medi-Cal and CalWORKs programs, and anticipated reduction in General Assistance costs. These figures represent estimates prior to the COVID-19 pandemic medical emergency and the associated responses by the State and federal government with regards to many H&SS services and programs.

Primary Funding Sources

The primary funding sources for H&SS are federal and State Program revenues of approximately \$192.8 million (52% of total); 1991 Realignment (see glossary for definition) a Statewide (sales tax based) revenue - \$51.93 million; 2011 Public Safety Realignment (see glossary for definition) a Statewide (VLF and sales tax based) revenue - \$40.3 million; and Charges for Services estimated at \$26.3 million in reimbursements for services. The County General Fund Contribution of \$21.9 million represents 6.0% 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 government 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

**Gerald Huber, Director of Health & Social Services
Health & Public Assistance**

revenues received by H&SS include reimbursement for both the direct costs associated with the individual employee providing specific service as well as departmental administrative costs and direct charges from other County departments providing support services to H&SS. In FY2020/21, direct charges from other County departments plus Countywide Administrative Overhead total \$25.5 million of which 94.0%, or approximately \$24 million in federal and State funds are used to offset the County General Fund costs for various County central service departments that provide services to H&SS programs.

The State Budget Act of 2011 included a major realignment of public safety programs from the State to local governments with the majority of human services programs receiving State General Fund allocations 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. (All pre-COVID-19 pandemic federal and State emergency action changes.)

1991 Realignment Revenue

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 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 FY2020/21 Preliminary Recommended Budget includes \$51.9 million in 1991 Realignment funds that will be drawn down and recognized as revenues. It should be noted that this source of revenue has been impacted by the COVID-19 pandemic medical emergency actions, the extent of which is yet to be determined.

1991 Realignment funds are allocated to three main areas:

- Health Services – a portion of the Health Realignment funding (approximately \$6.87 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 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 \$9.4 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 provided the mechanism for redirecting these realignment funds.

AB 85, effective 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 18.5%, while Mental Health remains the same at approximately 40%.

AB 130 and SB 90 created a new County IHSS MOE, effective July 1, 2017. The State increased In-Home Supportive Services (IHSS) costs to counties partially by redirecting VLF growth from the Health, Mental Health and CMSP accounts to Social Services. Social Services received the sales tax growth due to the IHSS caseload increase resulting in Health and Mental Health's sales tax bases being flat funded. Additionally, the VLF base for Health and Mental Health would not have a share in any general growth funds until FY2020/21. On July 1, 2019, SB 80 was enacted into law to create a more sustainable IHSS MOE structure which included rebasing counties' MOE to a lower amount, ceasing the redirection of VLF growth revenues, reducing the MOE inflation factor from 7% to 4%, and enacting changes to wage and benefit bargaining.

2011 Realignment Revenue

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 \$40.3 million in 2011 Realignment funds for FY2020/21. 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. These funding sources have been impacted by the COVID-19 pandemic medical emergency and associated response by federal and State actions, the extent of which is still uncertain and well need to be addressed prior to the completion of the FY2020/21 Adopted Budget.

County General Fund Contribution

The FY2020/21 Recommended Budget includes a County General Fund Contribution in the amount of \$21,929,851, an increase of \$1,057,102 when compared to the FY2019/20 Adopted Budget. The increase is comprised of the following:

- \$48,750 decrease in Administration due to the discontinuance of a one-time contribution to community clinics in FY2019/20 offset by increases in non-claimable Countywide Administrative Overhead, interest expense and Medi-Cal Administrative Activities (MAA) expenditures.
- \$1,360,613 increase in Social Services due to an increase in County share of cost for the administration of CalFresh, CalWORKs and Medi-Cal programs, anticipated pre-COVID-19 impacts.
- \$10,426 decrease in Health Services due to reduction in non-claimable Countywide Administrative Overhead costs.
- \$244,335 decrease in Assistance primarily due to a decrease in General Assistance and County Only Foster Care costs.

The County General Fund Contribution of \$21,929,851 is appropriated with \$3,547,139 funding the Assistance Programs, and \$18,382,712 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.

7500 – Fund 902-H&SS-Department Summary

Functional Area Summary

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- \$3,104,773 in mandatory match or County share of costs for federal/State programs for Child Welfare Services, CalWIN, and administration of CalWORKs, CalFresh, Medi-Cal and IHSS programs (see glossary for definitions).
- \$5,704,565 for mandated substance abuse and adult psychiatric outpatient and inpatient services.
- \$3,404,263 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.
- \$856,583 for administrative costs that are non-claimable.
- \$1,658,452 to support H&SS integration, homeless outreach and community services efforts, Medi-Cal Administrative Activities, SSI advocacy, 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 \$2,804,899 in appropriations which recovers most costs through Administrative Overhead Intrafund Transfers.
- Social Services (BU 7680) includes \$115,059,076 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 \$934,736 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 \$107,092,837 in appropriations which includes Mental Health and Substance Abuse.
- Health Services (BU 7880) includes \$83,900,222 in appropriations which includes Public Health and Medical Services.
- Assistance Programs (BU 7900) includes \$57,423,991 in appropriations which includes above referenced assistance programs.

Other Administered Budgets not part of Fund 902 includes \$19,449,890 for the IHSS Public Authority (Fund 152 - BU 1520), \$823,487 in appropriations for Tobacco Prevention and Education (Fund 390 - BU 7950), \$3,174,136 Napa/Solano Area Agency on Aging (Fund 216 – BU 2160) and a Transfers-Out of \$27,882,664 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.

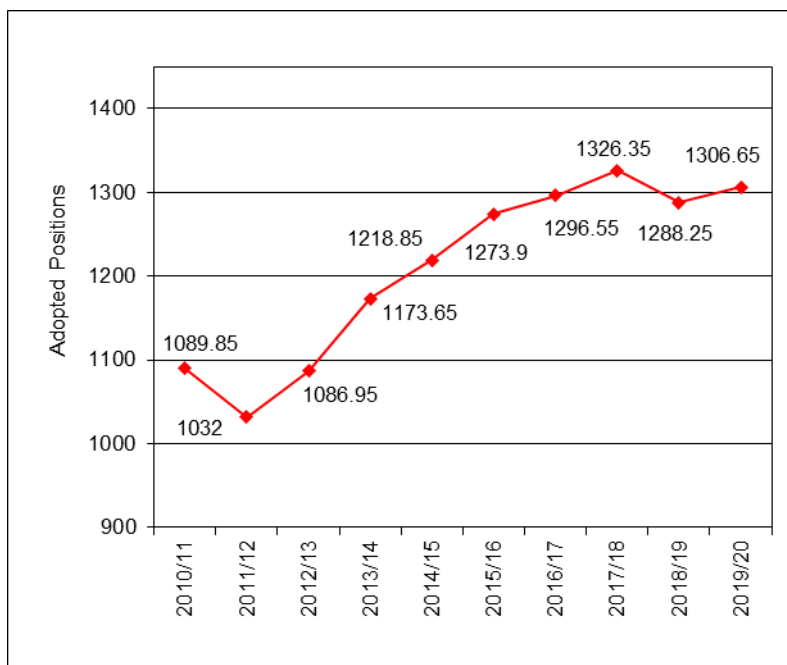
DEPARTMENT COMMENTS

None.

SUMMARY OF POSITION CHANGES

Details on position changes are described in each H&SS Division.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget does not reflect the impacts of COVID-19 emergency and the Shelter at Home Order. During the coronavirus outbreak, federal legislation directed funding to states and local governments. Following are some of the funds received by H&SS in FY2019/20 to prevent and respond to the emergency. The use of these funds extends beyond June 30, 2020, and the Department will submit supplemental adjustments to re-budget some of these funds in FY2020/21.

- \$663,067 from the Centers for Disease Control and Prevention to carry out surveillance, epidemiology, laboratory testing, infection control and other preparedness and response activities.
- \$67,127 in COVID-19 supplemental funding, \$908,375 in Coronavirus Aid, Relief and Economic Security (CARES) Act supplemental funding, and \$59,250 in Ryan White HIV/AIDS Program funding through the U.S. Health Resources and Services Administration (HRSA) to support the detection, prevention, diagnosis and treatment of coronavirus disease, including maintaining capacity and staffing levels during the emergency.
- \$106,344 in stimulus funding from the Department of Health and Human Services to provide financial assistance to physician practices, hospitals, and other providers negatively impacted by COVID-19.
- \$206,370 in State funds from the California Homeless Coordinating and Financing Council to support State-approved Project Roomkey COVID-19 projects in Solano County.
- \$484,283 in State funds to fund increased CalFresh administration costs as a result of COVID-19.
- The Governor also authorized \$5 million in State funds for county workers to perform outreach to IHSS recipients and other seniors. It is anticipated that the Governor's May Revise will also include an additional \$8.8 million for county IHSS Administration for overtime related to COVID-19 and to support back-up provider systems in all counties. Solano County's share of these funds is still unknown and will mostly likely be driven by time studies.
- The federal government, under the Families First Coronavirus Response Act (FFCRA), provides a temporary 6.2% increase in the Federal Medical Assistance Percentage (FMAP) effective January 1, 2020, and extending through the last day of the calendar quarter in which the public health emergency terminates. The temporary increase in FMAP increases the federal share of costs of Medi-Cal services from 50% to 56.2%.

Although H&SS has received federal and State funding to respond to the COVID-19 emergency, what remains unknown are the short- and long-term impacts on existing H&SS revenue streams, service delivery infrastructure due to the financial strain on the County's non-profit providers with whom H&SS partners to provide direct services, and demand for public assistance under an environment of declining revenues and rising unemployment.

The reduction in economic activity due to the Stay at Home Order, unemployment and temporary closures of businesses will result in a decline in sales tax, vehicle license fees, and personal income tax which H&SS is heavily dependent upon. The deferment of payment of sales tax and the extension of tax filing and payment deadlines also create a challenge for projecting revenues and cashflow.

The Department anticipates returning to the Board with supplemental adjustments to the FY2020/21 Recommended Budget as information becomes available from the State, through the Governor's May Revise, and various H&SS affiliated associations.

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 Executive Administration, Administrative Support Bureau, Budget and Financial Management, Compliance & Quality Assurance, Contracts Management, and Employee Services which includes recruitment and department training.

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.

Administrative Support Bureau

The Administrative Support Bureau (ASB) is responsible for the Department's purchasing and receiving, asset inventory management, including cellular and multi-function devices, records management, courier services, workspace utilization, vehicle management for H&SS assigned vehicles, 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 claiming, billing and collections, and financial oversight.

Compliance & Quality Assurance

The Compliance & Quality Assurance unit provides an integrated system of compliance oversight and ensures that the Department's business and provider practices are compliant with federal, State and local regulations and requirements. Additionally, the Compliance & Quality Assurance Unit identifies and conducts risk assessments and analysis in collaboration with H&SS divisions and with the Auditor-Controller's Office; and investigates federal and State privacy breaches.

Contracts Management

Contracts Management is responsible for coordinating the administration and monitoring of more than 500 contracts and service agreements with a value of approximately \$133 million.

Employee Services

Employee Services oversees H&SS employee hiring and coordinates department-wide County mandated training for H&SS employees. This unit is also responsible for department-wide payroll, which includes processing of time reporting, extended leave, and documentation of personnel processes such as new hires, terminations, and promotions. Additionally, Employee Services manages organizational development and culture agreements, and leads the coordination of departmental equity initiatives, which works to align federal and State cultural competency requirements across programs and services and to promote an equity framework in the development and implementation of programs, services, policies and procedures across the Department.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Coordinated the annual Single Audit for all federally funded programs managed by H&SS. The federally required single audit is a rigorous audit of an entity that expends \$750,000 or more of federal funds. H&SS manages approximately \$81 million in federal expenditures. The FY2018/19 Single Audit, issued in December 2019, disclosed two significant deficiencies, instances of noncompliance, in the Temporary Assistance for Needy Families (TANF) program. There were no questioned costs.

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- In February 2020, ASB upgraded 243 cellular phones of managers, supervisors, and fieldworkers in compliance with the Department of Information Technology's (DoIT) security standards.
- As part of the H&SS reorganization, the management and oversight of two units previously under ASB were transferred to other divisions. Research and Planning is now under Health Services division and Community Services and Coordination is now under Behavioral Health Services division. Some aspects of budgeting for these two units continue to remain in ASB.
- During FY2018/19, the Compliance & Quality Assurance Unit was reviewed by an external consultant and recommendations were made to move the supervision of the unit under the Assistant Director. This change took place in March 2019. Reassignment of some of the work and staff, and reclassifications and vacancies, has impacted the unit. The unit is fully staffed as of February 2020 with a Compliance Manager; three (3) compliance analysts; and one extra-help office assistant.
- The H&SS Executive Compliance Committee was formed, and Charter adopted by the Board of Supervisors on March 12, 2019. The Compliance & Quality Compliance Program and Work Plan was presented to the H&SS Compliance Committee on November 13, 2019.
- Contracts Unit, in coordination with Compliance & Quality Assurance, developed and implemented formal procedures for subrecipient determination and risk assessments as required by State and federal regulations. The unit also partnered with Risk Management to develop a process for reviewing contractors' compliance with the County's insurance requirements. The unit held a series of kick-off meetings in January and February 2020 to introduce these changes.
- In 2019, Employee Services provided oversight to organizational development agreements, which led to the creation and implementation of the H&SS Roadmap for improved client outcomes and services delivery, and the H&SS Leadership Principles, which serve as the 12 internal values of employees within the Department. This unit also spearheaded the H&SS Advancing Racial Equity Caucus, where staff collectively created and disseminated the Solano County African American/Black Resource Guide.

WORKLOAD INDICATORS

- Administrative Support Bureau (ASB) facilitated approximately 3,200 purchase transactions (through purchase orders, credit cards, office depot) with expenditures totaling approximately \$5.2 million across the Department.
- ASB completed the annual physical inventory, without findings, of approximately 7,291 fixed assets assigned to H&SS.
- Budget and Financial Management Unit managed approximately \$492 million in funds: \$367 million including Assistance and In-Home Supportive Services Program for provider wages, benefits and Public Authority Administration and Napa/Solano Area Agency on Aging; \$58 million in client benefits paid by the State; \$13 million in client assets; and \$54 million in other funds (including restricted trust funds).
- The Billing and Collections Unit processed approximately \$37 million in Medi-Cal, Medicare and private insurance claims.
- Accounts Payable and Contracts Units processed approximately 19,003 vendor claims totaling \$98 million.
- The Employee Services Unit coordinated the processing of 123 FTE new hires, 119 FTE retirements and terminations, 77 FTE promotions, and 32 FTE transfers; prepared and processed 2,645 personnel action requests (ePARs); and monitored and troubleshooted the timecard reporting of approximately 1,172 employees in the IntelliTime payroll system. Workload data covers the period July 1, 2019 to February 8, 2020.

DIVISION BUDGET SUMMARY

The Preliminary Recommended Budget represents decreases of \$106,628 or 3.7% in revenues and \$106,628 or 3.7% in appropriations when compared to the FY2019/20 Adopted Budget. The County General Fund Contribution decreased by \$48,750 or 3.3%.

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 oversight and coordination of the Medi-Cal Administrative Activities (MAA) program on behalf of community-based

Summary of Division Budget

7501 – Fund 902-H&SS Administration Gerald Huber, Director of Health & Social Services Health & Public Assistance

organizations; Operating Transfers-In and General Fund Contribution to fund Board approved contributions to non-County agencies and non-reimbursable costs.

The FY2020/21 Preliminary Recommended Budget includes a \$106,628 or 3.7% decrease in revenues compared to the FY2019/20 Adopted Budget. The net decrease in revenues is primarily due to the following:

- Decreases of \$215,300 in Intergovernmental Revenues and \$24,576 in Charges for Services due to a decrease in the number of community-based organizations participating in the MAA program funding.
- Decrease of \$48,750 in General Fund Contribution due to the re-budget of one-time contribution to community clinics in FY2019/20 offset by an increase in non-claimable costs.
- Decrease of \$26,579 in Operating Transfers-In due to the reduction in the Board-approved contribution to the Senior Coalition.
- Increase of \$153,466 Miscellaneous Revenues due to a grant received from Kresge Foundation to support the Department's integration efforts.
- Increase of \$55,111 in interest income based on the Department's current year average daily operating cash balance. (This interest income figure may change due to the financial impacts of the COVID-19 pandemic emergency response on interest earnings.)

Primary Costs

The FY2020/21 Preliminary Recommended Budget includes a \$106,628 or 3.7% net decrease in appropriations primarily due to the following:

- Increase of \$453,169 in Salaries and Benefits primarily due to negotiated and approved labor contracts resulting in increases in wage, CalPERS retirement costs, partially offset by budgeted reclassification of positions which did not occur, and vacated positions filled at a lower step.
- Increase of \$109,960 in Services and Supplies due to increase in DOIT charges, higher number of computers scheduled for refresh than prior year, and increased property and liability insurance costs. These increases are offset in part by decreased use of contracted consultants and reduced MAA claim payments as a result of program changes.
- Decrease of \$542,688 in Other Charges resulting from decreases in interfund services from other departments, Countywide Administrative Overhead, and contributions to non-county agencies. These are offset by increases in interest expense due to higher carrying balance of non-operating cash accounts.
- Increase of \$137,523 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 FY2020/21 Preliminary Recommended Budget includes a total of \$1,208,750 or 6.6% in contracted services. H&SS will return to the Board after the FY2020/21 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

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DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	1,117,245	962,292	1,017,403	55,111	5.7%
INTERGOVERNMENTAL REV FEDERAL	741,534	254,500	39,200	(215,300)	(84.6%)
CHARGES FOR SERVICES	59,633	25,440	864	(24,576)	(96.6%)
MISC REVENUE	117,771	0	153,466	153,466	0.0%
OTHER FINANCING SOURCES	181,775	181,775	155,196	(26,579)	(14.6%)
GENERAL FUND CONTRIBUTION	6,960,623	1,487,520	1,438,770	(48,750)	(3.3%)
TOTAL REVENUES	9,178,581	2,911,527	2,804,899	(106,628)	(3.7%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	10,560,955	13,604,769	14,057,938	453,169	3.3%
SERVICES AND SUPPLIES	3,931,296	4,015,121	4,125,081	109,960	2.7%
OTHER CHARGES	3,090,579	3,281,936	2,739,248	(542,688)	(16.5%)
OTHER FINANCING USES	2,235,914	113,818	124,272	10,454	9.2%
INTRA-FUND TRANSFERS	(14,559,156)	(18,104,117)	(18,241,640)	(137,523)	0.8%
TOTAL APPROPRIATIONS	5,259,588	2,911,527	2,804,899	(106,628)	(3.7%)
NET CHANGE	(3,918,993)	0	0	0	0.0%
STAFFING					
ADMINISTRATION DIVISION	95	106	106	0	0
TOTAL STAFFING	95	106	106	0	0

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2019/20 Budget are provided below.

On January 7, 2020, after a review of the organizational structure of the regulatory and compliance unit by the Municipal Resource Group, LLS, the following position change was approved by the Board:

- Deleted 1.0 FTE Deputy Compliance and Quality Assurance Manager.
- Added 1.0 FTE Compliance and Quality Assurance Analyst.

On March 10, 2020, the following position changes were included in the Midyear Report:

- Deleted 1.0 FTE Office Assistant II and added 1.0 FTE Accounting Technician in the Contracts Unit to align the classification with the duties required to be performed.
- Reclassified 1.0 FTE Office Coordinator to 1.0 FTE Inventory Coordinator, as recommended by HR, to align the classification with the duties being performed.

The FY2020/21 Recommended Budget does not include any position changes.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Recommended Budget does not reflect the impact of the COVID-19 pandemic medical emergency or the likelihood of the economy slowing or even entering a recession and will require adjustments to meet these challenges. The Department's Supplemental Budget will address necessary budgetary adjustments, including anticipated additional funding for critical programs to combat the pandemic, reductions in funding streams reliant on sales tax and other revenues, interest income/expense adjustments due to the Federal Reserve's emergency actions to reduce interest rates to try to offset the impact to the economy resulting from the COVID-19 pandemic emergency, and compounded by sharply rising wage and benefit costs. The review will also include recent federal and State legislation enacted to address the pandemic and the Governor's May Revise. Please refer to the H&SS Department Summary for information on anticipated impacts to the Division.

DIVISION PURPOSE

The Department of Health and Social Services - Behavioral Health Division includes the Mental Health Plan (MHP) and Substance Use Disorder services. 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 Use Disorder Services are delivered under the authority of Title 45, Code of Federal Regulations and California Health and Safety Code sections 11750-11997.

The Mental Health Division provides a continuum of care across the age span for those who qualify for specialty mental health services under the Medi-Cal Mental Health Plan (MHP). Federal law requires that service must be provided in the least restrictive setting appropriate to the individualized needs. The County operates as a managed care plan under contract with the State Department of Health Care Services (DHCS), providing both direct services and contracting with community-based providers to provide services. The Quality Improvement Unit oversees compliance with the contractual obligations associated with the MHP as well as quality of care. Services are primarily funded by Medi-Cal, which has federal, State and local components. The Mental Health Services Act – Proposition 63 (MHSA) (see glossary for definition) provides a funding structure designed to expand and transform the mental health system beyond those services traditionally billed to Medi-Cal.

Service provision within the mental health programs of the Division include:

- A 24-hour toll-free Access line to obtain mental health care 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 youth, adults and older adults. Most individuals are served through outpatient clinics with County operated clinics for youth and adults in Vallejo, Fairfield and Vacaville.
- An "Open Access" drop-in model for accessing outpatient care which operates at all three adult outpatient clinic sites. Under this model, individuals seeking care are not required to schedule intake appointments but rather are encouraged to come to the clinic "today or tomorrow, or any business day by 3:30 p.m." Urgent psychiatric care is provided through a "Provider of the Day," who provides same or next day services.
- A contracted network augments the County's outpatient capacity and includes adult case management and specialized services for youth 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.
- Crisis intervention, crisis stabilization and inpatient services for youth or adults with acute needs. The County is responsible for funding psychiatric inpatient hospitalizations for any Solano County Medi-Cal beneficiary or uninsured Solano resident who is admitted to a hospital in a psychiatric emergency.
- Multidisciplinary service teams (psychiatrists, nurse practitioners (NP), physician assistants (PA), nurses, mental health clinicians, specialists, and peers in recovery) partner with clients to provide care including:
 - Supportive case management services geared to promote mental health recovery for clients who live in long-term care facilities (locked and unlocked), board and care homes, foster homes, and youth group homes in order to support successful transitions to the community.
 - Full Service Partnership (FSP) teams provide intensive community-based services to adults, older adults, homeless adults, transition age youth, commercially sexually exploited youth, and other children and families.
 - Outreach, supportive housing/homeless services and employment services offer linkage, psychiatric rehabilitation, and independent living supports to maintain clients in the least restrictive settings.
- 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. The County is responsible for the care to misdemeanants. Felony admissions are the responsibility of the California Department of Community Corrections, but after

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a time period equivalent to a comparable jail sentence, the financial responsibility and oversight of the care generally transfers to the Mental Health Plan.

- Collaborative services provided by co-locating behavioral health staff at Court, Probation, County jail facilities, and Child Welfare Services locations. Collaborating across systems has also been a key aspect of outreach, engagement, and service delivery to the homeless population.
- Intensively coordinated, in-home services to youth and families involved with the Child Welfare system under the Katie A. (see glossary for definition) court mandate and AB 403, Continuum of Care (CCR) (see glossary for definition), which expanded this service previously required to include other youth who qualify for a more intensive level of outpatient care.
- 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.
- MHSA funded programs which may include prevention and early intervention, community services and supports, information technology, innovative programs, 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 delivered services which is provided to the Board of Supervisors and posted online.

Substance Use Disorder services provide prevention, intervention, treatment, and recovery services for alcoholism and other drug addictions for youth and adults, including 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.
- Counseling services for California Work Opportunity and Responsibility to Kids (CalWORKs) (see glossary for definition) participants whose behavioral health issues interfere in their ability to obtain employment toward self-sufficiency.
- Administration of drug diversion services through Penal Code section 1000, Substance Abuse and Crime Prevention Act of 2000 – Proposition 36 (SACPA) (see glossary for definition), and Adult and Dependency Drug Courts.
- Oversight of services for Driving Under the Influence (DUI) programs operated at contract agencies.
- Federally mandated Primary Prevention Services, administered by the Public Health Division, to delay or prevent the onset of youthful substance use.
- Administration of the Proposition 47 grant project which provides housing and supportive case management while a client with a high-risk criminal history progresses through levels of substance use treatment and recovery.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Mental Health

The Mental Health Division prioritizes identifying the most appropriate service delivery with assertive engagement to promote mental wellness at the onset of an illness or episode of care to prevent or reduce the need for acute inpatient services or long-term care.

- Adult Mental Health implemented Laura's Law Assisted Outpatient Treatment in 2019, receiving 29 referrals for mandated outpatient care. The program also implemented AB 1810 Mental Health diversion, signed by the Governor on June 27, 2018, and creating Penal Code sections 1001.35 and 1001.36, intended to reduce the number of mentally ill adults in jail. In the first 3 months of this service, the County received 45 referrals from the Courts.
- The Division hired 3.0 FTE Peer Support Specialists. The peer support specialists have personal experience in behavioral health recovery and work in all three adult outpatient clinics and the County forensic and adult Full-Service Partnership programs. The Division has continued recruiting psychiatric providers, utilizing a combination of psychiatrists, nurse practitioners (NP) and physician assistants (PA). A recent increase in the Psychiatrist salary (with two additional annual

increases planned) appears to already be providing potential psychiatrists for hire. Newly graduated NP and PA staff appear to be a potentially stable workforce moving forward, providing the opportunity to reduce locum tenens providers over time. Telepsychiatry continues to provide a stable provider workforce as well.

- The lack of sufficient board and care and community housing (locally and regionally) facilities pose a challenge for care providers and complicates planned discharge from long-term care facilities and acute hospitals when adults are ready to live in the community with intensive supports. Affordable supportive housing is critical to the service continuum. The Division has partnered with two housing developers to submit No Place Like Home grant proposals to the State, which will bring affordable housing units dedicated to mental health clients in both Fairfield and Vallejo in the coming years. In partnering for these grants, the Division commits to providing mental health services under a permanent supportive housing model for 20 years, as needed, to the clients living in the units.
- Increases in psychiatric hospitalizations has been a challenge. Hospitalizations in 2019 numbered 1,044, a 28% increase from the 818 inpatient admissions the year prior. Factors associated with this issue are multi-faceted, driven by both client and service factors and the operational changes in the Crisis Stabilization Unit.
- Continuing to implement aspects of the Continuum of Care Reform (CCR) in 2019, the Division released a Request for Qualifications for Treatment Foster Care (TFC), which is intended to enable trained foster parents to provide mental health rehabilitative services in the home foster care setting. Two Foster Family Agencies applied, and the County is in contract negotiations with both agencies; however, as of February 2020, neither agency has any operating TFC homes within Solano County.

Substance Use Disorders

- The County is in the process of working with DHCS to participate in the Organized Delivery System (ODS) State waiver for Drug Medi-Cal services. Solano County has joined six other Partnership Health Plan (PHP) counties in subcontracting the managed care operations to PHP. This will enable the County to offer the expanded benefit allowed by the ODS waiver without expanding County infrastructure to oversee the implementation, PHP will have responsibility for establishing network providers and monitoring quality assurance. This transition has been in the planning process for over two years and is anticipated to go live by July 2020. Therefore, future Substance Use Disorder service contracts with community-based agencies will be held by PHP instead of the County, with PHP also providing fee for service reimbursement to the contracted agencies. The County can also become a subcontracted provider.
- In anticipation of subcontracting service oversight to PHP, the Division consolidated the former substance abuse disorder (SUD) treatment Access Line with the existing MH Access Line, to create a single Behavioral Health Access function to strengthen the service delivery for co-occurring disorders. One SUD clinician is now embedded in the Children's FSP and conducts assessments and engagement into SUD treatment for the youth and their parents. Three other clinical staff were deployed to the three adult outpatient clinics to do SUD assessments and to specifically work with those who need but are reluctant to enter SUD treatment, in addition to their mental health care. Substance Use Disorder challenges are prominent in the adult mental health population.
- The Proposition 47 grant program provides case management and sober living housing for its enrolled clients who are engaged in substance use disorder treatment. The program has been very successful in engaging clients and in successfully completing treatment. In 2019, the program admitted 161 clients and discharged 144. Of the clients discharged, 33% did so having successfully completed their treatment program, a high success rate given that the clients are almost exclusively high-risk, high-need.
- The service system was challenged in 2019 with the closure and subsequent bankruptcy of Anka Behavioral Health in May 2019, eliminating one of the two outpatient providers in Vallejo. An existing County provider agreed to expand its local service options and opened an outpatient program in Vallejo in late 2019. Additionally, the only outpatient treatment provider in Vacaville, Healthy Partnerships, a Caminar program, closed its Vacaville site in May 2019 due to high costs associated with low client volume. For the partial 2019 year, the Vacaville site served 76 clients, compared to the 148 clients served in Fairfield. The County remains unable to secure a contract with a vendor to provide services in Vacaville.

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WORKLOAD INDICATORS

The following workload indicators cover calendar year 2019:

- Solano County Behavioral Health provided mental health services to approximately 5,914 severely mentally ill adults and youth for a total of 156,875 services. The services were provided through County programs, contract programs and the Managed Care Provider Network. Total clients served increased over the prior year, primarily due to an increase in adult services.
- The County adult outpatient clinic services were comparable to the prior year, serving 3,468 adults, of whom 1,132 were newly admitted. In addition, 825 adults were enrolled in County or contract provider therapy, case management, or FSP programs. This increase appears to be related to the tailored outreach and awareness activities across the community; however, the demand has exceeded staffing capacity to provide therapy. There is a significant need for additional clinicians and specialists to offer more variety of services including case management and community-based outreach supports, especially from a diverse and bilingual workforce.
- Private therapists in contract with Solano County continue to provide fewer services to Medi-Cal beneficiaries. In 2019, 89 clients were served in the network for an average of 15 sessions each. This is 31% fewer clients than in 2018 which had 129 clients. For comparison with 2014, before the provider network entered into contracts with the managed care plans to provide mild-moderate mental health services (there previously had been no such benefit), 675 clients were served in the provider network. This is a decrease in caseload by 87% over the six-year time frame.
- The County and contractor provider programs served 1,603 youth, providing 73,476 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. A small increase of 33 youth over the prior year, the demand children's services has been stable over the last three years.
- In 2019, there were 687 new intakes in the County's child outpatient programs, an increase of 618 or 11% when compared to 2018.
- More adult clients were admitted to Institutes for Mental Disease (IMD) locked facilities for subacute care in 2019 than were discharged. In 2019, there were 71 new admissions versus 47 admissions in 2018. There were slightly more discharges from these facilities in 2019 (66 versus 63 in 2018). Overall, 69 clients were served in IMDs in 2019 and 61 were served in IMDs in 2018.
- In 2019, Solano received fewer youth under Presumptive Transfer (PT) than the prior year, where 78 youth were transferred into the County and 117 were transferred to the counties where they are placed.

DIVISION BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$6,381,319 or 6.3% in revenues and an increase of \$6,381,319 or 6.3% in appropriations when compared to the FY2019/20 Adopted Budget. The County General Fund in the Recommended Budget remains unchanged.

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), the federal reimbursement is 90%. To ensure that counties receive 100% reimbursement for the ACA population, State General Fund provides the difference. In addition to Federal Drug Medi-Cal revenues, Substance Abuse residential and outpatient treatment services are funded with a federal Substance Abuse Block Grant (SABG) (previously referred to as Substance Abuse Prevention and Treatment or SAPT). SABG 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 recent 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 between the cost report filing and the final reconciliation can impact final adjustments to the cost report. These adjustments may change the final cost per unit. 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 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 its cost settlement process.

AB 1297, passed in September 2011, eliminated the maximum cap on Medi-Cal reimbursement retroactive to January 1, 2009. In January 2019, the State issued claiming instructions for counties to claim for uncompensated reimbursement for FY2010/11 and FY2011/12. The Department received the FY2011/12 funding in February 2020, however, \$2,668,300 for FY2010/11 is still pending and is included in the FY2020/21 Recommended Budget.

MHSA is the primary State funding source for mental health services. MHSA funding provides cost reimbursement for mental health community support services, prevention and early intervention, and mental health workforce education. MHSA funding also 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. Counties receive a guaranteed amount of 1991 Realignment for Mental Health. In addition, counties may receive additional revenue after the guaranteed amount statewide is met. Once the guarantee is met, funding will be distributed up to an established base amount. If funding exceeds the base, growth is distributed and added to the base in the next fiscal year.

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 constitutionally protected this funding in 2012. The Department receives an established percentage of the State's determined base amount for 2011 Realignment yearly. Any growth above the State's base amount is distributed among counties. Growth is added to the base to establish a new base for the next fiscal year.

2011 and 1991 Realignment are principal funding sources for core services and the primary non-federal match for Medi-Cal along with MHSA funding. Realignment funding, however, is subject to fluctuations because it is primarily State 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.

The FY2020/21 Preliminary Recommended Budget includes a \$6,381,319 or 6.3% net increase in revenues primarily due to the following:

- Increase of \$3,676,830 in Federal/State Short Doyle Medi-Cal revenues primarily due to the inclusion of one-time supplemental payment from FY2010/11, a 3% cost-of-living adjustment to the interim reimbursement rate and increases in billable adult and children's contracted services.
- Decrease of \$293,640 in Federal/State Drug Medi-Cal revenues primarily due to fewer Narcotic Treatment Program (NTP) services being provided.
- Decrease of \$313,748 in Federal Short Doyle Administration revenue due to deferring an additional quarter of revenue. The Recommended Budget also assumes that the 15% cap on Medi-Cal administrative costs will be met. Administrative costs are reimbursed up to 15% of Medi-Cal billable services. Any costs above the cap are funded with other revenues.
- Increase of \$402,015 in Federal Quality Assurance revenues due to increased staffing and information technology costs that are claimable to this revenue source.
- Increase of \$147,732 in federal SABG monies due to more expenses anticipated to be claimed in the fourth quarter of FY2019/20. Funding for this quarter will be received in FY2020/21.
- Increase of \$18,252 in Federal Other monies primarily due to a change in timing of claiming for First Episode Psychosis services under the Substance Abuse Mental Health Services Administration (SAMHSA) block grant.
- Increase in MHSA funding of \$296,027 primarily due to a projected increase in the use of MHSA revenues to fund program operations.

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- Increase of \$149,821 in the use of 2011 Realignment primarily due to more funding needed for increased adult inpatient, quality assurance, and administrative costs. These increases were offset with a decrease in realignment revenue funding children's services. The FY2011/12 Supplemental Payment received last fiscal year was distributed to programs with billable services in FY2011/12. As a result, a significant amount of the funding was distributed to children's services which freed up 2011 Realignment. The FY2020/21 Recommended Budget includes prior year 2011 anticipated rollover and projected FY2020/21 receipts to fund ongoing operations.
- Increase of \$1,095,098 in the use of 1991 Realignment due to higher inpatient costs, more bed days for clients in Augmented Board and Care facilities, and increased costs for staff managing homeless programs.
- Decrease of \$32,033 in State 2011 Realignment revenues (AB 109) due to a reduction in treatment costs for this program.
- Increase of \$1,241,289 in grant revenues primarily due to more contracted administrative and direct service expenditures for the Proposition 47 Substance Abuse grant project that is improving residential drug treatment capacity and a Justice Assistance Grant (JAG) that will provide mental health services to individuals being diverted from the criminal justice system.
- Decrease of \$7,231 in Charges for Services primarily due to fewer Medicare revenues projected and \$907 in Forfeitures and Penalties due to more fees projected to be received from Probation for drug and alcohol offenses.

Primary Costs

Primary costs for Behavioral Health are: \$30,509,976 for Salaries and Employee Benefits; \$7,122,673 for Services and Supplies; \$65,618,237 for Other Charges; \$336,911 for Other Financing Uses; and \$3,505,040 for Intrafund Transfers.

The recommended appropriations for the Behavioral Health Division include \$95,835,020 for Mental Health (BU 7700), \$7,093 Intergovernmental Transfers Projects (BU 7598), and \$11,250,724 for Substance Abuse (BU 7560).

The FY2020/21 Preliminary Recommended Budget includes \$6,381,319 or 6.3% net increase in appropriations primarily due to the following:

- Increase of \$152,040 in Salary and Benefits primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement and worker's compensation costs, and offset with an increase in budgeted Salary Savings.
- Increase of \$1,243,609 in Services and Supplies primarily due to increases in IT costs related to the addition of three dedicated staff for Behavioral Health, the County's final repayment on the statewide recoupment for FY2013/14 disallowed services from the Office of Inspector General's (OIG) report, refresh computers, and contracted services for CalMHSA to manage County invoicing for presumptive transfer.
- Increase of \$5,036,157 in Other Charges due to increases of \$383,686 in Institutions for Mental Disease (IMD) due to more clients placed in these types of facilities and a legislated 5% rate increase, \$4,258,591 in Contracted Direct Services due to increases in inpatient bed days and rates, augmented board and care costs, and case management and shelter beds for Proposition 47 clients, \$319,258 in Housing for Clients due to growth in sober living placements for the Proposition 47 grant project, \$128,081 in Interfund Services due to an increase in the MOU with First 5 to provide community education and services for children aged 0-5, and \$87,409 in Countywide Administrative Overhead. These are partially offset by a decrease of \$111,546 in Support and Care of Persons due to fewer Narcotic Treatment Program (NTP) services provided.
- Decrease of \$79,599 in Other Financing Uses primarily due to no vehicles will be purchased in FY2020/21.
- Increase of \$29,112 in Intrafund Transfers due to a decrease in departmental administration overhead charges of \$65,033 offset by a reduction of \$49,455 in CalWORKs funding for the Successful Mental Health and Addiction and Recovery Team (SMART) based on current allocation for the program, and an increase of \$44,690 in funding to Public Health to support prevention and early intervention activities for mothers' participation in the Maternal Child Health program.

Contracts

The recommended appropriations for Behavioral Health include \$60,781,481 or 57% in contracted services for the provision of an array of substance abuse and mental health services.

Summary of Division Budget

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Fixed Assets

None.

DIVISION COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	35,390	40,627	37,984	(2,643)	(6.5%)
REVENUE FROM USE OF MONEY/PROP	17,275	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	33,349,964	37,622,259	39,966,252	2,343,993	6.2%
INTERGOVERNMENTAL REV FEDERAL	24,267,687	28,322,373	32,069,994	3,747,621	13.2%
CHARGES FOR SERVICES	772,357	685,948	682,269	(3,679)	(0.5%)
MISC REVENUE	377,171	0	0	0	0.0%
OTHER FINANCING SOURCES	20,831,091	27,586,637	27,882,664	296,027	1.1%
GENERAL FUND CONTRIBUTION	6,453,674	6,453,674	6,453,674	0	0.0%
TOTAL REVENUES	86,104,608	100,711,518	107,092,837	6,381,319	6.3%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	27,018,825	30,357,936	30,509,976	152,040	0.5%
SERVICES AND SUPPLIES	5,195,534	5,879,064	7,122,673	1,243,609	21.2%
OTHER CHARGES	51,243,963	60,582,080	65,618,237	5,036,157	8.3%
OTHER FINANCING USES	285,041	416,510	336,911	(79,599)	(19.1%)
INTRA-FUND TRANSFERS	2,361,012	3,475,928	3,505,040	29,112	0.8%
TOTAL APPROPRIATIONS	86,104,375	100,711,518	107,092,837	6,381,319	6.3%
NET CHANGE	(233)	0	0	0	0.0%
STAFFING					
BEHAVIORIAL HEALTH	206.00	216.25	216.25	0	0.0%
TOTAL STAFFING	206.00	216.25	216.25	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the Division's position allocations since the adoption of the FY2019/20 Budget are provided below.

In February 2020, 1.0 FTE Nurse Practitioner/Physician's Assistant moved to Family Health Services.

On March 20, 2020, the following position changes were included as part of the Midyear Report:

- Added 1.0 FTE H&SS Planning Analyst in the Quality Assurance program to provide data collection and analysis, funded with Federal Mental Health Quality Assurance and 2011 Realignment funds.
- Added 1.0 FTE Mental Health Service Manager for housing and homeless program oversight, funded with MHSA funds.
- Deleted vacant 1.0 FTE Project Manager.
- Concurred with a change in status from 1.0 FTE Limited-Term Nurse Practitioner/Physician Assistant to 1.0 FTE (regular) Nurse Practitioner/Physician Assistant in the Integrated Clinics. The position provides clinical activities and is funded with Short Doyle Medi-Cal, State General Fund, County General Fund, 2011 Realignment and Third-party payer revenues.
- Extended 1.0 FTE Limited-Term project Mental Health Specialist II through September 30, 2021 to provide outreach and coordination services to individuals in the criminal justice system seeking treatment for substance use and funded with Proposition 47 grant funding.

There are no position changes included in the FY2020/21 Preliminary Recommended Budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Recommended Budget was prepared assuming normal business operations for Behavioral Health. As a final implementation date for the regional Drug Medi-Cal Waiver was not known when the Recommended Budget was prepared, the Department prepared the Substance Abuse budget as if the waiver was not being implemented. The targeted implementation date is July 1, 2020. Once the waiver is implemented, the Department will need to adjust the budget to reflect payments to Partnership HealthPlan as well as move staffing costs to Mental Health. As the regional model was based on several fiscal assumptions and uses a new reimbursement methodology, the actual fiscal impact will not be known until after DHCS reconciles with the counties and Partnership HealthPlan. Reconciliation may occur a minimum of 18 months after the implementation date.

DHCS notified counties that the State was not recouping enough monies for the nonfederal share for the fee for service inpatient stays. DHCS will pay the facility the full bed rate and will offset 1991 Realignment distributions for the nonfederal share. DHCS indicated that their prior offset process did not include all Medi-Cal aid codes for several years. While DHCS has not shared details with the counties on the amount of the recoupment, they did indicate that the repayment process may span four years.

DHCS is currently auditing FY2012/13 Short Doyle cost report. Counties are concerned about changes in the State Auditor's interpretation of allocating indirect costs. Some counties have experienced significant disallowances due to this change. How this change will impact Solano County's audit is unknown but could potentially have an unanticipated fiscal impact.

COVID-19 – The Recommended Budget does not reflect the impact of coronavirus disease 2019 (COVID-19) or the likelihood of the economy slowing or even entering a recession and will require adjustments to meet these challenges. The Department's Supplemental Budget will address necessary budgetary adjustments, including anticipated additional funding for critical programs to combat the pandemic, reductions in funding streams reliant on sales tax and other revenues, interest income/expense adjustments due to the Federal Reserve's emergency actions to reduce interest rates to try to offset the impact to the economy resulting from the COVID-19 national emergency, and compounded by sharply rising wage and benefit costs. The review will also include recent federal and State legislation enacted to address the pandemic and the Governor's May Revise. Please refer to the H&SS Department Summary for information on anticipated impacts to the Department.

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 RESPONSIBILITIESFamily Health Services

Family Health Services (FHS) operates fixed-site, 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 and outlying areas throughout the county. The majority of patients served by FHS are Medi-Cal recipients; however, there are a number of uninsured, vulnerable 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.

Emergency Services

Emergency Services is composed of the 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. Emergency 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 areas in Emergency Services are emergency medical services and emergency preparedness and response.

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, 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 merged with Public Health along with services provided through In-Home Supportive Services, Adult Protective Services, Public Administrator/Public Guardian/Conservator and the Public Authority. In 2019, the Napa/Solano Area Agency on Aging was established in the Older and Disabled Adults Services Bureau.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTSFamily Health Services

- In September 2019, Solano County Family Health Services earned the distinguished Health Resources Services Administration (HRSA) Operational Site Visit (OSV) Seal of Certification across all its health centers and satellite centers/mobile units. The OSV represents an exhaustive federal audit conducted onsite which examined the FQHC's governance (board of directors), fiscal and budget, operations, clinical, and quality components. HRSA examined 98 elements and did not issue any audit findings.

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- The We're All Family! Mobile Food Pharmacy (MFP) program sponsored by the Yocha Dehe Wintun Nation expanded to include other Federally Qualified Health Centers (FQHCs) located in Solano County, including the Community Medical Centers, Inc. clinic in Dixon, CA. These clinics are in addition to the Solano County clinic locations already being served. Since the official launch of the program, the MFP has provided more than 6,000 households with 93,505 pounds of fresh fruits and vegetables. At the July 2019 National Association of Counties (NACo) Annual Conference and Exposition, the MFP was awarded the National Achievement Award in the Health category which honors innovative and effective county government programs that strengthen services for residents. Later in the year, the MFP received another award, the California State Association of Counties (CSAC) Challenge Award. This award is CSAC's annual statewide award program that honors innovation and best practices in county government.

Emergency Services

- Beginning in early February 2020, the Solano EMS Agency, supported by Medic Ambulance, assisted the US Health and Human Services Agency with planning and executing efforts associated with emergency management and response requirements related to the Travis AFB repatriation missions for Americans under COVID-19 quarantine. This involved working with the federal government and local hospitals to prepare for a multi-patient transport and treatment event. The EMS Agency is also responsible for coordination of emergency resources for medical and healthcare entities throughout the county and the agency has been heavily engaged in the COVID-19 response through the requisition and distribution of emergency equipment and supplies.
- In support of the Solano Emergency Medical Services Cooperative (SEMSC) Joint Powers Authority (JPA), Solano EMS staff have been planning and coordinating with partners and stakeholders, representing fire departments, law enforcement, and hospitals, the establishment of a plan to implement a countywide Emergency Medical Dispatch (EMD) program to include Pre-Arrival Instruction (PAI). The EMD program has been implemented in jurisdictions nationwide and has resulted in dramatic improvements to medical outcomes.
- In August 2019, the Solano EMS Agency sent a group representing the local Hospital Preparedness Program to Anniston, Alabama, to attend the Office of Domestic Preparedness' Healthcare Coalition Response Leadership program. In attendance were representatives of hospitals, EMS, Public Health, and Skilled Nursing.

Public Health

- Responsibility for oversight of the Whole Person Care Program was transferred to Public Health in 2018. In 2019, Solano Public Health worked with the Behavioral Health Division and Department of Information Technology to begin development of a Health & Social Services Integrated Data System. This new system will integrate data and allow H&SS divisions serving the same clients to share pertinent data and coordinate client services.
- In 2019, Public Health continued implementation of its Population and Public Health Hub (Solano Hub), a public health data health information exchange. Data relating to immunizations, electronic laboratory reports, and encounters (including syndrome surveillance) was successfully received from the county's five hospitals and the Family Health Services Clinics, and data was successfully transmitted to the California Department of Public Health. This system is helping Solano Public Health transition to electronic data exchange from paper-based and faxed data transmissions, resulting in more efficient and accurate data transmission.
- In 2019, Health Promotion and Community Wellness alliance, *VibeSolano*, launched a campaign on alcohol and party hosting, targeting parents of underage youth. The campaign was designed to educate parents that they are responsible for who has access to alcohol at parties they host. The campaign appeared on billboards, in movie theaters, on the VibeSolano.com website and social media, and in newspapers.
- In FY2019/20, Health Promotion and Community Wellness alliance, *VibeSolano*, in partnership with the Greater Vallejo Recreation District (GVRD), Congregation B'nai Israel, Community Presbyterian Church Vallejo, and with the support of GVRD and Yocha Dehe Wintun Nation funding, designed and constructed a concrete walking meditative labyrinth at Grant Mahony Park in Vallejo. The labyrinth transforms an unused section of the park into a healing place for physical activity, stress reduction, peace, and community cohesion.
- In 2019, the Public Health Laboratory improved capacity to test for communicable diseases and onboarded molecular tests for the detection of enteroviruses and pathogenic enteric bacteria, including *Salmonella*, *Shigella*, Shiga toxin-producing

E. coli, *Campylobacter*, and *Vibrio* species. The verification of these tests is anticipated to aid in the rapid evaluation of meningitis and gastrointestinal outbreaks.

- 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 73.2% in 2005, to 80.9% in 2017, and to 81.8% in 2018, exceeding the Healthy People 2020 goal of 77.9%. The overall rate of early prenatal care primarily improved because pregnant women with Medi-Cal had early prenatal care rates that significantly improved, increasing from below 50% in 2006 to 72.4% in 2018 (an all-time high for Solano County).
- In 2019, the Black Infant Health program enhanced its services and included the evidenced based program Healthy Families America. Black Infant Health has added intensive case management services through home visitation to the existing Black Infant Health model of group sessions. Additionally, Black Infant Health will provide group sessions to their clients at the First 5 Center in Vallejo.
- The Solano County HIV Prevention Program's mobile testing van was upgraded in 2019 with new state-of-the-art testing modalities and continues to work within the community on increasing access to testing and counseling for high-risk communities.
- In 2019, SolanoCares.org underwent a website overhaul to modernize the website and make it mobile-friendly for consumers to access. Two additional resource portals—Children, Families & Adults and Public Health—were created. Representatives from various Solano County Health and Social Services divisions and local agencies worked together to add and review several resources to the website. SolanoCares.org also serves as a landing page for the Adverse Childhood Experiences (ACEs) work that Solano Public Health, First 5 Solano and Solano Kids Thrive are spearheading.
- On June 3, 2019, the Solano Women Infants and Children Supplemental Nutrition Program (WIC) went live as a pilot agency for the statewide implementation of the new e-WIC card and the new information system known as WIC Information System Exchange (WIC WISE).
- In FY2019/20, the Childhood Lead Poisoning Prevention Program coordinated with Environmental Health to utilize Lead Settlement funds and develop a plan for identifying older homes and providing home lead abatement.
- In FY2019/20, California provided additional funds to expand evidence-based home visiting programs to moms and babies, including Healthy Families Solano and Nurse Family Partnership.
- In 2020, the Communicable Disease Program, the Emergency Services Bureau, Public Health Lab and the Epidemiology Unit responded to coronavirus disease 2019 (COVID-19) and worked with federal, State and local partners to coordinate health services for repatriates transported to Travis Air Force Base and ongoing services to the community.

WORKLOAD INDICATORS

Family Health Services

- In 2019, FHS provided primary care and dental health services to 22,698 patients, a reduction of 2,000 patients from 2018, reflecting the increased presence of other non-County FQHCs. There was a total of 77,260 patient visits.
- In 2019, 45% of FHS patients lived below 100% of the Federal Poverty Line (FPL) and 83% of FHS patients had Medi-Cal Managed Care as their primary insurance. Uninsured patients represented 8% of patients and the remaining 9% were Medicare enrolled or enrolled with a private insurer.

Emergency Services

- In 2019, 335 Emergency Medical Technicians were certified, recertified and/or registered in Solano County. Of the 335 individuals processed, 97 were initial certifications, 186 were recertifications, and 52 were registrations.
- A total of 133 Paramedics were newly accredited or recertified in Solano County for 2019.

Public Health

- The Maternal, Child and Adolescent Health Bureau launched the Strive2BeHealthy (S2BH) Program in 2018, a new prevention-focused initiative that combines community-level activities (such as increased outreach to seniors and

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implementation of fall prevention classes and social activities at senior centers) with home-based, direct services targeting medically fragile older adults. S2BH saw a three-fold increase in referrals to the program (25 to 96 referrals) and served 65 clients in FY2018/19.

- As of December 2019, WIC has a total caseload of 8,440 clients using the new WIC WISE system. WIC continues to see significant drops in enrollment numbers from 10,750 total caseload in December 2018 to 8,440 in December 2019 (a drop of 2,310 clients in one year).
- In FY2019/20, the Health Promotion and Community Wellness Bureau worked with St. Dominic's in Benicia to install a water station with bottle filler, and with Dixon Unified School District to begin the installation of six (6) new water stations with bottle fillers for their district which will provide much improved access to drinking water for the students with the goal of reducing intake of sugary beverages. The Bureau also distributed over 9,000 reusable water bottles to students in need.
- In 2019, the Health Promotion and Community Wellness Bureau's *VibeSolano* and the Solano County Library System continued their partnership to provide blood pressure self-monitoring kits throughout the Solano County Library System; the kits have been borrowed 106 times during the year by community members at no cost.
- In FY2019/20, the Health Promotion and Community Wellness Bureau Injury Prevention Unit partnered with six organizations to hold fourteen car seat classes, distributing 316 gift cards to 67 parents to purchase car seats for their children nine years of age and younger. The Bureau also distributed 1,154 bicycle helmets to children and youth through its Bicycle Helmet Safety Program in partnership with four cities and two organizations.
- In 2019, 804 children received an application of fluoride varnish and more than 2,000 children received oral health education and a free toothbrush and cover to take home.
- In FY2019/20, the Health Promotion and Community Wellness Bureau partnered with Touro University California to host four Diabetes Prevention Program (DPP) year-long classes in Solano County.
- In FY2018/19, the Public Health Laboratory performed or referred 22,774 tests for infectious diseases and water quality monitoring, including over 8,200 tests for active and latent tuberculosis (TB); 2,506 tests for childhood blood lead levels; 1,544 tests for sexually-transmitted diseases; 476 tests for animal rabies; 67 tests for measles virus; and 4,777 water quality tests on drinking water, wells, recreational water, and wastewater systems for providers, agencies and the public.
- In FY2018/19, the Maternal, Child and Adolescent Health Bureau's Central Referral Line (implemented in 2015) received and processed 1,678 referrals to various home visiting programs and other services, including no/low-cost health insurance.
- In FY2018/19, the Mothers and Babies Perinatal Depression Prevention program in Maternal, Child and Adolescent Health, in collaboration with the Behavioral Health Division, conducted eighteen (18), 6-week sessions for program participants. Three out of four participants showed decreases in perceived stress levels and in depression levels, as evidenced by the Perceived Stress Scale and Edinburgh Scale, respectively.
- In FY2018/19, nearly 1,193 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 community services. In addition, Healthy Families Solano served 62 high-risk families; 530 home visits were made by staff in the Nurse-Family Partnership Program (serving 88 clients); and 66 clients were served by the Black Infant Health Program.
- In 2019, the California Children's Services Program, which serves medically fragile children, authorized 1,648 Service Authorization Requests, and the Medical Therapy Program provided physical and occupational therapy to nearly 200 children.
- In 2019, the student health center at Solano Community College in Fairfield, staffed by the Maternal, Child and Adolescent Health Bureau, served 2,078 students, faculty and staff with a variety of screening, assessment, counseling, education, consultation, vaccination and other health-related services.
- In FY2018/19, the Sexually-Transmitted Diseases unit of the Communicable Disease Program received 2,667 Chlamydia, 765 Gonorrhea and 224 new Syphilis case reports. The program provides education and follow-up for all untreated youth, untreated prenatal women and all Syphilis cases.

- In 2019, the Tuberculosis (TB) Control Program evaluated more than 500 County residents for TB disease and provided intensive nurse case management to 31 patients with active TB disease.
- The Vital Statistics Unit provided 24,380 death permits, death certificates and birth certificates in 2019.

DIVISION BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$6,730,462 or 8.4% in revenues and an increase of \$3,156,143 or 3.9% in appropriations when compared to the FY2019/20 Adopted Budget. The Recommended Budget includes \$4,112,447 in Public Health appropriations, \$1,395,498 for the H&SS Reorganization, and \$84,254 in Social Services appropriations that will be funded with prior year Public Health-Intergovernmental Transfer (IGT) (see glossary for definition) restricted funds. The Net County Contribution decreased by \$10,426.

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, 1119 E. Monte Vista in Vacaville, and the dental van. An interim rate was established 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 Public Health 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 FY2020/21 Preliminary Recommended Budget for Health Services includes a \$6,730,462 or 8.4% net increase in revenues compared to the FY2019/20 Adopted Budget. The County Contribution of \$2,249,471 has decreased by \$10,426 or 0.5%. The net increase in revenue is primarily due to the following:

- Decrease of \$2,601,289 in 1991 PH Realignment to cover transitional care and additional overhead in Medical Services, one-time and ongoing operational costs in FHS that are not funded by FQHC revenues, and Public Health expenditures now covered by State/Federal funds rather than PH Realignment. These decreases are partially offset by an increase in funding for Public Health needed to cover a local match for the Whole Person Care grant, as well as due to the use of IGT funds to cover the bridge transition year for IGT funding and to be used for Public Health eligible expenditures.
- Decrease of \$726,303 in Federal Aid primarily due to decreases in federal funding for the Nurse Family Partnership program and the Emergency Preparedness and Response allocation, which are offset by increases in State funding for these programs; a decrease in the Nutrition Education and Obesity Prevention allocation; and a decrease in the California Children's Services (CCS) allocation due to State program changes under the Whole Child Model.
- An increase of \$737,056 in State funding due to increases in the Nurse Family Partnership and Emergency Preparedness and Response programs, which are partially offset by decreases in federal aid; an increase in the communicable diseases'

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allocation; and an increase in the childhood lead and poisoning prevention allocation. This is combined with year-to-year fluctuations in awards and changes in timing of claim reimbursements.

- Increase of \$9,894,852 in IGT Revenues based on estimates submitted to DHCS for FY2019/20 rate year. Increase is due to FY2019/20 rate year being a transition from fiscal year to calendar year and including 18 months instead of 12 months.
- Decrease of \$1,714,244 in Grant Revenue due primarily to the Whole Person Care grant expiring in December 2020, expiration of the Medication Assisted Treatment grant, and expiration of the Office of Child Abuse Prevention grant to fund one Public Health Nurse in providing case management services to high risk youth.
- Decrease of \$187,948 in Admin Services Fees due to lower expenditures in the Emergency Services program for services supporting the Solano Emergency Medical Services Cooperative due to diverting a portion of those personnel to Emergency Preparedness and Response.
- Decrease of \$134,175 in FQHC revenues due to reduced encounters due to provider vacancies.
- Net increase of \$1,666,433 in Other Revenue primarily due to an increase in the draw from of prior year revenues for the whole Person Care grant, and an increase in Quality Improvement Plan (QIP) payments from Partnership HealthPlan (PHP); combined with decreases in the CMSP grant and Yocha Dehe donation due to the grant/donation expiring.
- Decrease of \$99,999 in County General Fund due to cancellation of funding for the Adolescent Intervention Modality (AIM) program.

Primary Costs

Primary costs for Health Services are \$39,673,606 for Salaries and Employee Benefits, \$13,709,916 for Services and Supplies, \$25,005,475 for Other Charges which include \$4,430,179 in contracted direct services; \$84,100 in Fixed Assets; \$461,127 for Other Financing Uses, and \$4,965,998 for Intrafund Transfers.

The primary programs in Health Services are Public Health (BU 7800) with appropriations of \$45,513,396; Medical Services (BU 7588) with appropriations of \$7,931,745 and Family Health Services (BU 7580) with appropriations of \$30,455,081.

The FY2020/21 Preliminary Recommended Budget for Health Services projects a \$3,156,143 or 3.9% net increase in appropriations compared to the FY2019/20 Adopted Budget. The net increase in appropriations is due to the following:

- Net decrease of \$2,062,699 in Salaries and Employee Benefits due to increases in salary savings of \$4,093,724 to reflect average staffing vacancy trend and anticipating delay in filling positions in Family Health Services.
- Net increase of \$85,132 in Services and Supplies primarily due to increases in County information technology costs and Special Departmental Expense, which includes an increase for the IGT transfer fee paid to the State due to FY2020/21 being a transition year of 18 months as the State transitions from a fiscal year to a calendar year for IGT, which are partially offset by decreases in contracts for training and technical support, computer refresh due to refresh of majority of PH computers in FY2019/20, and decreases in software maintenance and support due to completing the bulk of projects for Whole Person Care and the Public Health Lab in FY2019/20.
- Net increase of \$5,252,863 in Other Charges primarily due to increases in IGT charges and contracted direct services. The increase in the IGT charge is due primarily to this being a bridge year of 18 months as the state converts from a fiscal year to a calendar year. The increase in contracted direct services is primarily due to an increase in the Whole Person Care contract for housing funds.
- Increase of \$74,100 in Fixed Assets due to requests for fixed assets in FY2020/21.
- Increase of \$32,682 in Other Financing Uses due to an increase in the charge for Pension Obligation Bonds.
- Net decrease of \$225,935 in Intrafund Transfers due primarily to an increase in the Division's share of H&SS Administration Overhead, offset by a decrease in IGT funds transferred to other divisions, an increase in reimbursement for Substance Abuse Prevention and Treatment (SAPT) funding for the Reducing Rates Initiative, and an increase in reimbursement from Social Services for the California Work Opportunity and Responsibility to Kids (CalWORKs) program Home Visiting Initiative.

Summary of Division Budget

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Contracts

The FY2020/21 Recommended Budget for Health Services includes a total of \$5,680,330 or 6.77% in contracted services for the provision of services to Family Health Services and Public Health. H&SS will return to the Board after the FY2020/21 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

The FY2020/21 Recommended Budget includes \$84,100 in requests for the following fixed assets:

- \$47,100 in WIC for Capitol Project Requests, including a remodel of the front desk area to improve safety and efficiency and the addition of a plexi-glass window glazing to reception window to improve confidentiality.
- \$9,000 in the Public Health Lab for a refrigerator.
- \$9,000 in the Public Health Lab for microscope parts.
- \$19,000 in Fairfield Dental for Dexis Dental x-ray equipment.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	22,852	26,500	24,000	(2,500)	(9.4%)
FINES, FORFEITURES, & PENALTY	340,549	266,500	269,000	2,500	0.9%
INTERGOVERNMENTAL REV STATE	31,734,339	34,475,719	42,506,338	8,030,619	23.3%
INTERGOVERNMENTAL REV FEDERAL	9,341,890	13,237,110	10,732,687	(2,504,423)	(18.9%)
INTERGOVERNMENTAL REV OTHER	774,037	739,128	757,493	18,365	2.5%
CHARGES FOR SERVICES	23,888,361	25,211,222	24,778,115	(433,107)	(1.7%)
MISC REVENUE	2,594,226	3,503,736	5,233,169	1,729,433	49.4%
OTHER FINANCING SOURCES	495,499	436,999	337,000	(99,999)	(22.9%)
GENERAL FUND CONTRIBUTION	1,451,454	2,259,897	2,249,471	(10,426)	(0.5%)
TOTAL REVENUES	70,643,208	80,156,811	86,887,273	6,730,462	8.4%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	36,615,226	41,736,305	39,673,606	(2,062,699)	(4.9%)
SERVICES AND SUPPLIES	9,629,189	13,624,784	13,709,916	85,132	0.6%
OTHER CHARGES	16,223,030	19,752,612	25,005,475	5,252,863	26.6%
F/A BLDGS AND IMPRMTS	0	0	47,100	47,100	0.0%
F/A EQUIPMENT	38,999	10,000	37,000	27,000	270.0%
OTHER FINANCING USES	519,121	428,445	461,127	32,682	7.6%
INTRA-FUND TRANSFERS	4,158,048	5,191,933	4,965,998	(225,935)	(4.4%)
TOTAL APPROPRIATIONS	67,183,613	80,744,079	83,900,222	3,156,143	3.9%
NET CHANGE	(3,459,595)	587,268	(2,987,051)	(3,574,319)	(608.6%)

STAFFING					
HEALTH SERVICES	329.50	334.65	341.40	6.75	2.0%
TOTAL STAFFING	329.50	334.65	341.40	6.75	2.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- In December 2019, H&SS received grant funding of \$1,603,828 from the Department of Health Care Services for one-time funds for the Whole Person Care Pilot program to invest in long-term or short-term housing for Medi-Cal beneficiaries who are mentally ill and are experiencing or at risk of homelessness. These funds will not be expended in FY2019/20; but are expected to be expended in FY2020/21.
- The Whole Person Care Pilot Program is scheduled to expire on December 2020, so grant revenue for this program (excluding the housing funds) is expected to be \$1,479,829 less than FY2019/20.

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- The Preliminary Recommended Budget includes a budgeted increase of \$9,894,852 in revenues and appropriations associated with the IGT transfer to DHCS for FY2019/20 rate year. This is expected to go to the Board of Supervisors for approval on April 28, 2020. This rate year is a transition from a fiscal year to a calendar year and includes the period from 7/1/2019 to 12/31/2020.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2019/20 Budget are provided below.

In February 2020, 1.0 FTE Nurse Practitioner/Physician's Assistant moved to Family Health Services from the Behavioral Health Division.

On December 10, 2019, the following positions were added:

- Added 2.0 FTE Limited-Term project Communicable Disease Investigators through June 30, 2022 to provide additional communicable disease prevention services, funded with California Department of Public Health to expand STD prevention in targeted populations.
- Added 2.0 FTE Limited-Term Health Assistants through June 30, 2020 and 0.5 FTE Public Health Nurse to administer services in the California Work Opportunity and Responsibility to Kids Home Visiting Program, funded with California Department of Social Services.

On March 10, 2020, the Midyear Report included the following position changes:

Family Health Services

- Extended 1.0 FTE Limited-Term Medical Assistant through June 30, 2021 to provide medical services to the community, funded by FQHC and 1991 Public Health Realignment funds.
- Extended 1.0 FTE Limited-Term Mental Health Clinician (Lic) through June 30, 2021 to provide behavioral health services to the community, funded by FQHC and 1991 Public Health Realignment funds.
- Reclassified 5.0 FTE Office Assistant I to 5.0 FTE Office Assistant II, as recommended by HR, to align the classification with the duties being performed.
- Concurred with change in status for 1.0 FTE Limited-Term project Public Health Nurse to 1.0 FTE Limited-Term (regular) Public Health Nurse and extended through June 30, 2021 to provide care coordination for clients requiring medical services, social services and chronic disease management or other health and social services support, funded with FQHC and 1991 Public Health Realignment funds.
- Extended 2.0 FTE Limited-Term Dental Assistant (Registered) through June 30, 2021 to assist in the provision of dental services to the community, funded by FQHC and 1991 Public Health Realignment funds.
- Extended 1.0 FTE Limited-Term Clinic Registered Nurse through June 30, 2021 to assist in the provision of medical services to the community, funded by FQHC and 1991 Public Health Realignment funds.
- Extended 1.0 FTE Limited-Term Medical Assistant through June 30, 2021 to provide medical services to the community, funded by FQHC and 1991 Public Health Realignment revenues.

Public Health Services

- Added 1.0 FTE Limited-Term Public Health Nurse (bilingual Spanish) in the Nurse Family Partnership program through June 30, 2022 to expand program capacity, funded with State General Fund.
- Increased 0.75 FTE to 1.0 FTE Public Health Nurse in the Nurse Family Partnership program to expand program capacity, funded with State General Fund.
- Concurred with change in status for 1.0 FTE Limited-Term project Epidemiologist to 1.0 FTE limited-term (regular) Epidemiologist and extended through June 30, 2022 in the Research and Planning unit to support emergency preparedness and the whole person care project, funded by 1991 Public Health Realignment.

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- Concurred with change in status for 1.0 FTE Limited-Term Health Services Manager to 1.0 FTE Health Services Manager in the Health Promotion and Education program, to manage three programs as follows: Tobacco Control and Prevention, Substance Abuse Prevention and Treatment and the Solano Transportation Authority, funded by SABG, proposition 56 and Solano Transportation Authority funds.
 - Extended 1.0 FTE Limited-Term Project Manager in the Health Promotion and Education program through June 30, 2022 to manage contract and budgets with various funding agencies, funded with 1991 Public Health Realignment funds.
 - Extended 2.0 FTE Limited-Term Health Education Specialists through June 30, 2022 in the Health Promotion and Education program to assist with chronic disease prevention, Solano Transportation Authority program and community health issues with community partners, funded by 1991 Public Health Realignment funds.
 - Extended 1.0 FTE Limited-Term Public Health Nurse (Senior) through June 30, 2022 to provide critical services to older adults, including chronic disease prevention, and to the perinatal population served by the Maternal Child and Adolescent Health program, funded by IGT funds.
 - Extended 1.0 FTE limited-term Mental Health Clinician (Licensed) through June 30, 2022 to provide assessment, diagnosis and treatment to high-risk elderly population, funded by IGT funds.
 - Extended 2.0 FTE limited-term Health Assistants through June 30, 2022 in CalWORKs Home Visiting program to support the expansion of services in this program, funded by State CalWORKs Home Visiting allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

Family Health Services

Physician vacancies, particularly adult primary care physicians, continue to be an ongoing challenge to recruit and retain. The County, in conjunction with Partnership HealthPlan of California (PHP), is continuing to provide incentives and moving allowances to eligible providers. Additionally, the County developed a provider productivity incentive program for primary care physicians, pediatricians and dentists. The purpose of the program is to help in recruiting, retention and the generation of new encounters (revenue) through productivity. The County continues to utilize State and federal student loan reimbursement programs for eligible physicians and advanced practice providers. The County also participates in the student loan repayment program offered through the County Medical Services Program (CMSP). With the nationwide shortage of primary care physicians, the competition to hire them remains high and continued efforts to enhance compensation for physicians will be important to maintain current gains and fill the few remaining vacancies.

Challenges remain in streamlining processes within NextGen, the Electronic Medical Record system, which is key to gaining productivity improvements. Efforts to overcome these challenges include care teams that have been created within the health centers to map current processes and find opportunities for improvement.

Historically, FHS clinics have relied on 1991 PH Realignment to provide public health services (i.e., Tuberculosis surveillance, reporting, treatment, Communicable Diseases, W&I Code section 17000, other PH initiatives) within the health centers and to cover the funding gap between clinic revenues and expenditures. While provider recruitment, productivity and efficiency improvements are aimed at reducing the need for 1991 Realignment, there is a possibility that FHS may need additional County General Fund support if 1991 PH Realignment is redirected to fund the State's proposal to further expand Medi-Cal in California.

The Affordable Care Act (ACA) under the current federal administration has so far withstood several repeal attempts. 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 PH 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. As the ACA has reached the ten-year anniversary, any successful attempt to repeal the ACA will have drastic impacts across the healthcare spectrum. Specifically, for the County health centers, 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

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Control and Prevention, including funds directed to the State and local levels for immunizations, Tuberculosis control and other Communicable Disease programs.

Public Health

California Department of Health Care Services has proposed the California Advancing and Innovating Medi-Cal (CalAIM) as a framework for the upcoming waiver renewals that will be proposed to Centers for Medicare and Medicaid Services (CMS). The proposal encompasses a broader delivery system, program and payment reform across the Medi-Cal program. The proposal is providing health care services in such a way that it recognizes non-clinical interventions focused on the Whole Person Care approach via Medi-Cal that targets social determinants of health and reduces health disparities and inequities. The CalAIM proposal also aims to build upon past successes, including Whole Person Care, and improve the entire continuum of care through the managed care system and by engaging the behavioral health system in treating the whole person. DHCS has indicated it is postponing CalAIM implementation timelines due to current efforts to combat COVID-19 in our communities.

DHCS plans to engage stakeholders and the federal government in both an extension of the existing 1115 waiver and the 1915b Special Mental Health waiver. In parallel, DHCS will continue to seek approval of the County's CalAIM proposals for a later date.

The federal government's current immigration policies and the Public Charge Executive Order by the Administration that went into place February 24, 2020 has had a significant "chilling effect" on utilization of government services by legal immigrants and undocumented persons. For Public Health, this is most evident in the WIC Program and the reduced number of clients. Prolonged reduction in the number of WIC clients may result in a reduction in the County's WIC funding allocation and a reduction in nutrition services to children.

Childhood Lead Poisoning Prevention Program will continue to collaborate with Environmental Health to address and develop a plan for home abatement of lead using the Lead Settlement funds.

Pending Issues on COVID-19

The Recommended Budget does not reflect the impact of coronavirus disease 2019 (COVID-19) or the likelihood of the economy slowing or even entering a recession and will require adjustments to meet these challenges. The Department's Supplemental Budget will address necessary budgetary adjustments, including anticipated additional funding for critical programs to combat the pandemic, reductions in funding streams reliant on sales tax and other revenues, interest income/expense adjustments due to the Federal Reserve's emergency actions to reduce interest rates to try to offset the impact to the economy resulting from the COVID-19 national emergency, and compounded by sharply rising wage and benefit costs. COVID-19 aid should be speedy, with Public Health and Family Health Services being awarded funds that will be included the Department's Supplemental Budget; however, it remains to be seen whether normal invoicing will be slowed both by existing County workforce available and able to submit invoices to the State and personnel at the State being available and able to process the claims in a timely manner. The review will also include recent federal and State legislation enacted to address the pandemic and the Governor's May Revise. Please refer to the H&SS Department Summary for information on anticipated impacts to the Department.

DIVISION PURPOSE

The Department of Health and Social Services – Social Services Division budget has over 17 major programs primarily providing services in the following broad categories: Child Welfare Services (CWS); Employment and Eligibility Services (E&ES), which includes Welfare Administration (WA); and Older and Disabled Adult Services (ODAS). In addition, the Social Services Division is also responsible for In-Home Supportive Services (IHSS) Public Authority Administration (BU 7690) and Napa/Solano Area Agency on Aging Administration (AAA) (BU 7685). Staff in these bureaus are responsible for issuing assistance to clients as budgeted in the Assistance Programs Division (BU 7900).

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&ES contributes to Solano County residents' well-being by providing safety net public assistance, medical insurance enrollment and employment services programs. E&ES promotes self-reliance (or healthy, safe, and stable lives) 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 federal and State reimbursement.

Older and 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: Adult Protective Services (APS), Napa/Solano AAA services, In-Home Supportive Services (IHSS), In-Home Supportive Services Public Authority (IHSS PA), and Public Administrator (PA)/Public Guardian (PG)/Public Conservator (PC). Although included in 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 RESPONSIBILITIESChild 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 24-hours a day, 7-days a week, Hotline and Emergency Response Services, Family Maintenance and Family Reunification Services, Transition to Permanency, including Adoption Services, Supportive Transition Services, and Support 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 decide 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, 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, 7-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.
- Transition to Permanency consists of Permanency, Adoptions and Non-Minor Dependency (Supportive Transition Services for young adults ages 18-21) that provide services to children/youth when reunification efforts are unsuccessful. Permanency Placement services are meant to ensure that these children 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. For Non-minor dependents, youth opt to receive supervised independent living placements and/or transitional housing programs as they work towards educational and vocational goals.
- Support Services consists of Resource Family Approval, Staff Development and Training, Family Preservation and Visitation Services, Legal Processing, and Court Support. This unit provides ancillary services to support program operations, service delivery and staff development. Support Services ensures children are placed in a safe, least restrictive environment and are provided timely reunification services and positive parent child interactions in order to reunify. This unit also supports the development of the skills and knowledge social workers need to provide safety, permanency and well-being to children and families.

Employment and Eligibility Services

E&ES provides public assistance, including nutrition, healthcare coverage, housing assistance, cash aid, and employment and training resources to Solano County residents and assists recipients in achieving healthy, safe and stable lives, including financial self-sufficiency. Specific programs include CalFresh (see glossary for definition), Medi-Cal, California Work Opportunity and Responsibility to Kids (CalWORKs), and General Assistance. These benefits have a significant impact on the County's economy. In 2019, 134,777 Solano County residents, or 30% of the county population, participated in at least one public assistance benefit program. This was a 1% decrease from the 136,052 unduplicated program recipients in 2018.

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 CalWORKs 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 and the use of the Wraparound Reinvestment Fund.

Older and Disabled Adult Services

ODAS is responsible for APS, Napa/Solano AAA services, IHSS, IHSS PA, and the PA/PG/PC. APS responds to and performs investigations of allegations of elderly or dependent adult abuse or neglect (including self-neglect) and is available 24-hours a day, 7-days a week.

The Napa/Solano AAA manages a wide array of federal and State funded services that help support older individuals to live as independently as possible in the community; promote healthy aging and community involvement; and assist family members in their vital care giving role.

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. ODAS IHSS staff provide coordinated case management services which includes program eligibility, intake assessments, annual reassessments, community referral resources, payroll assistance, and referrals to the IHSS PA for recipient-provider matching services.

The IHSS PA provides enrollment services to IHSS providers with the goal of matching IHSS recipients to an IHSS provider on the PA's provider registry. The IHSS PA is also responsible for the recruitment, screening and training of registry providers. The PG and PC provide 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 PA'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 IHSS Public Authority is discussed in BU 1520 and H&SS Social Services' IHSS Public Authority Administration Bureau in BU 7690.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Child Welfare Services

- Bringing Families Home (BFH), a grant funded program, was implemented in Solano County in May 2017, and housed 39 families during the first two program years. CWS submitted an application for additional funding during a competitive statewide application process and was awarded an additional \$524,719 for three years. The program will continue to assist families with obtaining permanent housing, facilitating reunification of children in foster care.
- CWS launched Quality Parenting Initiative (QPI) on March 6, 2019. Over the past year, the initiative has strengthened relationships with community partners and enhanced supports for resource families.

Employment and Eligibility Services

- In 2019, E&ES approved \$58.7 million in CalFresh benefits for 57,614 unduplicated individuals, \$28.1 million in CalWORKs cash benefits for 5,417 unduplicated families, \$657,079 in supportive services to promote work readiness for 3,242 unduplicated individuals, \$1.2 million in housing support for 231 unduplicated families, \$1.05 million in childcare for 329 families, and \$2.2 million in general cash assistance for 1,535 indigent adults, for a total economic contribution to the Solano County economy of \$91.9 million. Additionally, E&ES approved medical insurance for 124,673 unduplicated individuals.
- In 2019, the employee turnover rate for E&ES was 25% (101 individuals resigned). Over the course of the year, one out of every four employees are new, and most spend six months in the public benefits induction training. An additional one out of every four employees are only in their second year of work and still ramping up to full productivity, leaving only 50% of the workforce experienced and fully productive. To foster growth and advancement, E&ES is engaged in a five-year strategic initiative to devote resources to maximize employee retention and productivity. In FY2020/21, E&ES will engage in a workload study to understand the impact of the turnover rate and numerous policy and regulatory changes on productivity.
- E&ES staff often interact with clients eliciting disruptive verbal and physical behavior. E&ES is redesigning cubicle utilization to provide dedicated interview cubicles for client interactions near reception areas and consolidating staff-occupied cubicles towards the rear of the allocated work area. Client interviews will only be conducted in interview cubicles thus limiting client access to staff performing other work functions and improving staff safety within allocated work spaces.
- In 2019, H&SS launched a Service Navigator Initiative to improve the ease by which Solano County residents access multiple H&SS services. E&ES hosts the Tier 1 "application and eligibility determination" component, and Public Health hosts the Tier 2 "care management" component. With Tier 1, a dedicated E&ES navigator provides short-term case management (30-60 days) for residents that appear to be eligible for multiple H&SS services. The goal is to assist residents in identifying all services from which they may benefit, successfully completing the application for these services, and reducing confusion and repetitive questions asked in multiple H&SS eligibility applications.
- E&ES processed 4,209 open enrollment health insurance applications under the Affordable Care Act (October to January) compared to 2,285 during the same period in FY2018/19 – an 84% increase. This is likely due to the new California individual mandate for insurance and the State's expanded open enrollment period which continues to be open in response to the economic impact of the COVID-19 response.
- E&ES received and processed over 300 applications for replacement benefits for food that CalFresh recipients lost during PG&E Public Safety Power Shutdowns (PSPS), representing over \$26,000 in direct economic benefit to individuals.

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- Solano County consistently maintains one of the lowest active error rates for the CalFresh program in the State. In 2019, Solano County's error rate was 4.76% compared to the California State average of 8.25% and Solano County exceeded the State average timely determination rates for expedited CalFresh applications (92% compared to 89%).

Welfare Administration

- In 2019, the Special Investigations Bureau conducted 2,210 welfare fraud investigations. This has resulted in \$7.1 million in cost savings in CalWORKs and CalFresh programs.

Older and Disabled Adult Services:

- Adult Protective Services continues to participate in the CalOES Victim Services Program Unit Elder Abuse (XE) program. This program partners Adult Protective Services with the Long-Term Care Ombudsman and community providers. Through an interdisciplinary team approach, cases or potential cases are reviewed to create a larger safety net for victims of crime or reduce the potential for individuals to become victims with early intervention and connection to resources. The application to continue this program was submitted to CalOES in November of 2019.
- Public Guardian / Public Conservator cases continue to grow in complexity, requiring more time, attention and collaboration with Behavioral Health and community partners to meet client needs, especially related to housing and behavioral health treatment goals. Caseloads have grown to approximately 72 cases per staff. ODAS is working to automate electronic improvements in the bill payment processes and case management services. These enhancements will assist to correct slowness in workflow and contribute to program efficiency.
- On September 24, 2019, the Solano County Board of Supervisors honored 54 centenarians. Centenarians are remarkable examples of healthy aging. They hold the keys to longevity and quality of life. Centenarians serve as a guiding light and example of aging with dignity. Their contributions to the understanding of the aging process and how to age with self-respect and pride are laudable and worthy of recognition. While genetics play a role in longevity with 20-30% of longevity attributed to genetic factors, environmental factors (e.g., lifestyle choices) account for 70-80% of longevity. Most centenarians are women coming from all walks of life. They have different educational, socioeconomic, and religious backgrounds and they are of different ethnicities and live throughout our county. This sentinel event was possible with the partnership between the Solano County Board of Supervisors, the Senior Coalition of Solano County and Public Health staff.

WORKLOAD INDICATORS

Child Welfare Services

- In 2019, CWS received 4,379 reports for allegations of child abuse and neglect, which were evaluated and assessed. Of the 4,379 reports, 2,132 led to investigations. These investigations led to the out of home placement of 183 children and family maintenance petitions filed for 81 children. During this same period, 146 children were returned home and 98 achieved guardianship or adoption.
- As of December 2019, CWS had 394 children and youth in out of home placement. Of the 394 children in out of home placements, 106 were with a relative or non-relative extended family member; 20 in Group Homes or Short Term Residential Therapeutic Placements (STRTP's) (7 in County/13 out of County); 25 in Non-relative Solano County Resource Family/Foster homes; 150 in Foster Family Agency Certified Homes; 19 young adults in Supervised Independent Living placements; 83 youth in Guardianship placements, and 1 regional center youth.

Employment and Eligibility Services

In calendar year 2019:

- Clerical Bureau processed 159,412 client (and their accompanying children and other family members) applications for enrollment to benefits and services, a 7% increase over 2018; answered 43,905 phone calls; opened and processed 71,324 pieces of mail, imaged 476,241 documents; ordered 8,903 reports from the statewide Income and Eligibility Verification System (IEVS); registered 43,124 applications; assigned 184,275 tasks to eligibility workers; and mailed 8,768 benefits renewal packets and appointment letters.
- Multi-Program Intake Bureau processed 27,749 applications with 87% completed within State and federal timeframe mandates.

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- Benefits Action Call Center answered 60,609 phone calls (a 4% or 2,216 increase over 2018); and completed 141 tasks to ensure continuing eligibility for clients.
- Older and Disabled Adults Service Unit processed 7,657 applications, including 4,091 Supplemental Security Income (SSI) Expansion applications.
- General Assistance Unit processed 3,851 applications and 128 SSI referrals.
- Employment Services Bureau renewed 1,344 CalWORKs cases, and closed or transferred 2,163 CalWORKs cases to the Benefit Action Center for continued CalFresh and Medi-Cal eligibility.
- Hiring and Training Bureau trained 25 new employees in the six-month benefits eligibility induction program and conducted 181 additional trainings for staff.
- Program Support Bureau answered 5,842 calls to the CalWIN helpline (an average of 22 per day) and developed procedures and trained E&ES staff on 44 State and federal policy changes.
- Fiscal and Reporting Bureau processed and distributed 7,438 payments for client supports and produced 372 management reports for daily operational coordination.
- CalFresh benefits increased from 17,541 in December 2018 to 19,451 cases in December 2019, and with 4,316 SSI recipients provided CalFresh benefits.

Welfare Administration

- The Special Investigations Bureau Overpayment Recovery Unit computed 936 overpayments/over issuances totaling over \$2.1 million in the CalWORKs and CalFresh programs. This is 130% increase in overpayments/over issuances computed and 100% increase in the dollar amount of the computations. This increase is due to staffing levels and personnel changes.
- The Appeals Unit had 1,463 requests for hearings, a less than 1% decrease from the previous year.
- At the request of H&SS fiscal administration, the Auditor-Controller conducted an internal review of the SIB accounts receivables resulting in a write-off policy for uncollectable debts.

Older and Disabled Services

In calendar year 2019:

- Adult Protective Services investigated 1,822 reports of elderly adult and dependent adult abuse.
- Public Guardian / Public Conservator had 359 open cases and closed 6 cases.
- Public Administrator had 36 open cases and closed 4 cases.
- IHSS received 2,023 applications for services, an increase of 451 or 29% over the prior year. Of this total, 1,304 applications were assigned for intake assessments and 719 were denied due to program eligibility criteria not being met.
- The IHSS Enrollment Team provided orientation to 1,383 individuals, provided phone and walk-in assistance to over 1,900 individuals, and assisted 4 providers in filing worker's compensation claims.

DIVISION BUDGET SUMMARY

The Preliminary Recommended Budget represents increases of \$1,069,229 or 0.9% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. The County General Fund Contribution of \$8,240,797 reflects an increase of \$1,360,613 or 19.8%, primarily to fund increased costs in the administration of CalFresh, Medi-Cal and CalWORKs programs.

Primary Funding Sources

The primary funding sources for Social Services' 17 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

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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); Title IIIB, IIIB C1 and C2, and Title IIIE for Napa/Solano AAA Administration, 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: Napa/Solano AAA, 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 Continuum of Care Reform (CCR). In the FY2020/21 Recommended Budget, the non-federal share of costs related to CCR activities are funded with State revenue and 1991 Realignment.

H&SS is projecting to use approximately \$19.2 million in Realignment revenues in FY2020/21. The estimated Realignment receipts are projected at the same level as FY2019/20 base receipts. Realignment revenues, both 1991 and 2011, are funded through sales tax and Vehicle License Fees (VLF). Although H&SS is projecting that there will be sufficient combined 1991 and 2011 Realignment revenues to cover projected expenditures in FY2020/21, 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 economic decline.

The Governor's January Proposed Budget projects a \$41.4 million or 2.82% net decrease in the administration of CalWORKs Single Allocation (SA) which includes the following components: Eligibility, Employment Services and Cal Learn. The Child Care (Stage 1) component of CalWORKs SA is set to be removed from the block grant beginning FY2020/21. The Child Care budget increased by \$10.7 million or 3.3% in FY2020/21. This means that counties will not have flexibility to use unspent Child Care allocations for the other components of CalWORKs SA or vice versa. The proposed budget also projects increases in base administration of CalFresh and IHSS of \$24.7 million or 4.54% and \$15.5 million or 5.15%, respectively. The FY2020/21 Recommended Budget uses the Statewide percentages of increase or decrease and applied to Solano County's FY2019/20 allocations to project revenues for next fiscal year. State funding for Foster Parent Recruitment, Retention and Support (FPRS) and Resource Family Approval will sunset in FY2019/20.

The County has a required share of cost for the administration of most Social Services programs, except for ILP, Providing Safe and Stable Families (PSSF), Medi-Cal, and County Medical Services Program (CMSP). County General Fund is also used for the administration costs of the General Assistance, Public Guardian and SSI Advocacy programs.

The County MOE for CalWORKs/CalFresh programs is \$1,870,052. The CalFresh Match Waiver (see glossary for definition) was fully phased out beginning of FY2019/20. The County is now required to pay 100% of its share of the nonfederal costs that are above the CalWORKs/Cal Fresh MOE. 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 above the County MOE for FY2018/19, payable in FY2020/21, is \$542,533 and is funded with local funds. It is estimated that the County match requirement above the County MOE for FY2019/20 is \$917,471 and will be an additional County General Fund cost in FY2021/22.

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 FY2020/21 Preliminary Recommended Budget for Social Services includes a \$1,069,229 or 0.9% net increase in revenues compared to the FY2019/20 Adopted Budget.

- Increase of \$2,092,914 in combined State and federal revenues primarily due to an increase in Medi-Cal, CalWORKs and IHSS, administration allocations and federal and State reimbursements for various CWS programs offset by decrease in revenues to cover CalWIN data processing and contracted costs which is now assigned to San Bernardino County through a California Statewide Automated Welfare System (CalSAWS) Joint Powers Authority (JPA). San Bernardino County will act as fiscal agent, paying and claiming all contract costs in behalf of counties.

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- Decrease of \$717,387 in combined 1991 and 2011 Realignment revenues representing the amount of Realignment revenue needed to cover projected program costs.
- Decrease of \$1,951,370 in prior year State and federal revenues due to lower FY2019/20 revenues estimated at Midyear for the administration of CalWORKs and CWS programs when compared to FY2019/20 Adopted Budget.
- Increase of \$85,371 in Operating Transfers-In from Fund 216 – Napa/Solano AAA representing reimbursement for program management and administrative support costs.
- Increase of \$1,360,613 in County General Fund Contribution primarily to fund increased costs in the administration of CalFresh, Medi-Cal and CalWORKs programs.
- Increase of \$199,088 in other revenues primarily representing a drawdown from the Wraparound Reinvestment Fund to cover the match requirement for Bringing Families Home program.

Primary Costs

Child Welfare Services (BU 7600) With recommended appropriations of \$28,025,516, 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 \$61,466,629, E&ES 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, 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 \$7,494,010, 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 \$14,738,478, 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 \$2,760,549, Special Projects includes 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, and other costs covered by the CalWIN allocation.

Napa/Solano Area Agency on Aging (BU 7685) With recommended appropriations of \$572,628, Napa/Solano AAA includes the costs of staff dedicated to Napa/Solano AAA.

Social Services Support (BU 7670) With recommended appropriations of \$1,266 representing Countywide Administrative Overhead cost changes.

Contracts

- The preliminary recommended appropriations for Social Services include \$4,283,826 or 3.7% in contracted direct services for the provision of services to CWS, E&ES and Transitional Housing. H&SS will return to the Board after the FY2020/21 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

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DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	0	200	200	0	0.0%
INTERGOVERNMENTAL REV STATE	33,571,847	42,030,035	40,754,614	(1,275,421)	(3.0%)
INTERGOVERNMENTAL REV FEDERAL	58,717,443	63,693,909	64,393,487	699,578	1.1%
CHARGES FOR SERVICES	827,117	808,062	776,574	(31,488)	(3.9%)
MISC REVENUE	322,061	90,200	320,776	230,576	255.6%
OTHER FINANCING SOURCES	272,605	487,257	572,628	85,371	17.5%
GENERAL FUND CONTRIBUTION	5,809,976	6,880,184	8,240,797	1,360,613	19.8%
TOTAL REVENUES	99,521,049	113,989,847	115,059,076	1,069,229	0.9%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	66,624,446	74,307,750	75,714,467	1,406,717	1.9%
SERVICES AND SUPPLIES	11,506,250	13,479,912	11,652,623	(1,827,289)	(13.6%)
OTHER CHARGES	12,713,320	16,140,433	17,187,338	1,046,905	6.5%
F/A EQUIPMENT	18,992	0	0	0	0.0%
OTHER FINANCING USES	717,677	754,760	799,265	44,505	5.9%
INTRA-FUND TRANSFERS	7,941,268	9,306,992	9,705,383	398,391	4.3%
TOTAL APPROPRIATIONS	99,521,952	113,989,847	115,059,076	1,069,229	0.9%
NET CHANGE	903	0	0	0	0.0%
STAFFING					
SOCIAL SERVICES DIVISION	652.75	651.75	655.00	3.25	0.5%
TOTAL STAFFING	652.75	651.75	655.00	3.25	0.5%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the Division's position allocations since the adoption of the FY2019/20 Budget are provided below by program:

Child Welfare Services

- On January 12, 2020, HR with CAO concurrence, amended the Division's position allocation to add 1.0 FTE Limited-Term medical backfill Eligibility Benefits Specialist III through September 5, 2020 in Child Welfare Services.

On March 10, 2020, the following position changes were included as part the Midyear Report:

Child Welfare Services

- Concurred with change in status for 2.0 FTE Limited-Term project Social Worker III to 2.0 FTE Limited-Term (regular) through June 30, 2021 for the CCR implementation. The positions are funded with 1991 and 2011 Realignment funds.

Older and Disabled Adult Services

- Reclassified 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II, as recommended by HR, to align the classification with the duties being performed.

Employment and Eligibility Services

- Increased 0.75 FTE to 1.0 FTE Project Manager to monitor, evaluate and support contract management, funded with federal and State revenues.
- Added 1.0 FTE Limited-Term project Program Analyst through June 30, 2023 to serve as the primary data and technical subject matter expert for the CalSAWS project, funded with new federal and State allocation funds.

- Added 1.0 Limited-Term Project Manager through June 30, 2023 to serve as the primary business process and policy analyst for the CalSAWS project, funded with new federal and State allocation funds.

Welfare Administration

- Reclassified 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II, as recommended by HR, to align the classification with the duties being performed.

The FY2020/21 Recommended Budget includes the following position changes.

Employment and Eligibility Services

- Reclassify 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II, as recommended by Human Resources, to align the classification with the duties being performed.

PENDING ISSUES AND POLICY CONSIDERATIONS

Child Welfare Services

Assembly Bill (AB) 403 Continuum of Care Reform (CCR) is in its fourth year and reforms continue to be launched from the California Department of Social Services (CDSS).

Additionally, Systems of Care work has been accelerated by the implementation of AB 2083 (Chapter 815, Statutes of 2018), which requires each county to develop and implement a Memorandum of Understanding (MOU) outlining the roles and responsibilities of the various local entities that serve children and youth in foster care who have experienced severe trauma. The law also tasks the State to establish a joint interagency resolution team to develop guidance to local agencies with regard to developing the MOU, supporting the implementation of those MOUs, and providing technical assistance to identify and secure the appropriate level of services to meet the needs of children and youth in foster care who have experienced severe trauma. This endeavor continues to require high level leadership commitment and support.

Senate Bill 80 (section 15, June 27, 2019) requires the Behavioral Health Division to establish a statewide hotline, operational no sooner than January 1, 2021, as the entry point for a Family Urgent Response System to respond to calls from caregivers or current or former foster children or youth during moments of instability. The bill would require the hotline to include, among other things, referrals to a county-based mobile response system for further support and in-person response. The bill would require the Department to ensure that de-identified, aggregated data are collected regarding individuals served through the hotline and the county-based mobile response system and to publish a report on the Department's website by January 1, 2022, and annually thereafter, including specified information.

The Federal Administration for Children and Families (ACF) provided guidance to states promoting the use of Continuous Quality Assurance (CQI) including the use of case reviews. As a result of increased awareness of CQI principles and the guidance from ACF, California began the process of building a case review process for child welfare services. In August 2015, county child welfare services and probation agencies began conducting qualitative case reviews using dedicated case review and quality assurance staff. Solano County Child Welfare Services has been challenged to complete the 70 case reviews a year due to staffing resources. The State's ability to pass the Performance Improvement Plan depends 100% on its case review findings; therefore, completing case reviews is critical or the State faces fiscal penalties.

Employment and Eligibility Services

In the prior two fiscal years, positions have been held vacant to avoid exceeding State funding allocations for the administration of E&ES programs with the savings reflected in budgeted salary savings. To date, 22 of the 27 frozen positions have been released, leaving five positions remaining frozen in FY2020/21. At this staffing level, the current E&ES budget is still anticipated to overspend funding allocations in CalFresh, CalWORKs and Medi-Cal Administration; however, these unfilled positions provide future flexibility to the Division should revenue allocations and caseloads increase.

Effective October 1, 2019, all approved and ongoing CalWORKs participants are authorized for Stage 1 Child Care. Families are granted full-time child care regardless of engagement in Welfare to Work approved activities. Prior to this change, only parents engaged in work activities would receive child care for the hours they attended allowable work activities (employment, education programs, or community service). This childcare expansion reflects Governor Newsom's commitment to comprehensive early childhood interventions as a key strategy to interrupt inter-generational poverty. Child care costs associated with this

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authorization will rise, which translates in to more funds to support the County's collaboration with Solano County Family and Children's Services. With this change, the State will separate Stage 1 Child Care from the county single allocation block grant and transfer it to a new State early-childhood development department. It is not yet clear how this change will affect the Division's administrative functions.

Supplemental Security Income (SSI) Cash Out, AB 1811 (the FY2018/19 Human Services Omnibus Trailer Bill), reversed the CalFresh eligibility policy known as "cash-out" under which SSI and State Supplemental Payment (SSP) recipients were ineligible for CalFresh. In addition, AB 1811 created the SSI/SSP Cash-In Supplemental Nutrition Benefit (SNB) Program and the SSI/SSP Cash in Transitional Nutrition Benefit (TNB) Program and augmented the grant amount for the Cash Assistance Program for Immigrants (CAPI). Beginning June 1, 2019, individuals receiving or authorized to receive SSI/SSP were eligible for CalFresh, provided all other eligibility criteria were met.

Although SNAP regulations require that able-bodied adults without dependents (ABAWD) must meet work requirements or be limited to three months of CalFresh in a 36-month period, California has long had an exemption for this requirement for most counties, including Solano County. Effective December 5, 2019, California was to lose this exemption per the December 5, 2019 USDA Final Rule on time limits for ABAWDs. On March 13, 2020, a federal judge issued a preliminary injunction which temporarily blocked implementation of this change in the Final Rule. On March 18, 2020, the President signed the Families First Coronavirus Response Act (H.R. 6201) which temporarily suspends these Final Rule time limit changes through the end of the month subsequent to the month in which the national COVID-19 emergency declaration is lifted. As of this writing, 4,898 Solano County CalFresh recipients are ABAWDs (12% of CalFresh recipients) and may, for the first time, be subject to a work requirement. However, there are many individual exemptions to the work requirement and they include: over age 49, pregnant, attending school half-time, physically or mentally unable to work, receiving or having applied for unemployment insurance, and participating in a drug or alcohol treatment program. Counties that have previously lost the blanket ABAWD exemption report that they have been able to document an individual exemption for most ABAWD individuals. As of this writing, E&ES is contacting and screening all ABAWD CalFresh recipients. It is not yet known how many current or future ABAWD CalFresh recipients will be required to meet a work requirement.

Public Charge is an immigration rule that allows federal authorities to deny legal status to individuals dependent on the government for certain types of benefits. For decades, this rule considered only whether an immigrant would require cash benefits, such as TANF or CalWORKs in California, SSI, or government-funded long-term care. Effective, February 24, 2020, unless an injunction was granted, the United States Department of Homeland Security expanded the Public Charge rule to penalize immigrants for accessing non-cash health, nutrition and housing support programs designed to help families succeed and thrive in Solano County. The rule change could have a negative direct impact on the well-being of immigrant families in Solano County who lawfully receive this assistance.

Medi-Cal expansion – Effective January 1, 2020, undocumented children up to age 19 are converted to Full Scope Medi-Cal benefits (previously restricted to pregnancy and emergency room services). The Governor's proposed budget includes an expansion for eligible individuals up to age 26. An additional expansion is anticipated soon which would include ages 65 years and older. In total, these three phases of Medi-Cal expansion, represent California's commitment to ensuring health equity, regardless of citizenship status. Insured people receive more care and more timely care, leading to better health outcomes and avoiding conditions that become a financial burden for them, their families, and the community. However, the response to this expansion will likely be suppressed due to the changes in Public Charge (see above). An estimate of the number of potentially effected Solano County residents is not yet available.

A new state initiative, CalWORKs 2.0, is designed to revolutionize support to families whose lives are negatively affected by living in poverty. The initiative combines lessons learned over the past 20 years of CalWORKs with scientific evidence on how stress influences individual and collective behaviors. The primary goal with CalWORKs 2.0 goal is to disrupt poverty. Welfare to Work staff serve as coaches to help each work-eligible client and family develop and achieve personal goals. This new approach is substantially different from the strict and standardized regulations followed in the past. We are shifting from a "gatekeeper" role to an "engager" role. This approach also provides flexibility to tailor supports to specific needs of each family. California CalWORKs Outcomes and Accountability Review (Cal-OAR) is a data-driven management system that facilitates continuous improvement, modeled after the child welfare improvement plan and takes place over three-year cycles. It consists of four core components: public performance measures that went live in December 2019, a county self-assessment which includes community input and peer case review (due August 28, 2020); a system improvement plan (due February 19, 2021);

and a mid-cycle progress report (due March 31, 2022). E&ES was competitively selected as one of 13 counties to participate in a CalWORKs 2.0 implementation learning collaborative, funded by the State and led by Mathematica, that will pave the way for all California counties to successfully embrace these changes.

The federally mandated CalSAWS program, statewide automated welfare system to support public assistance programs in a cloud-based architecture and will replace CalWIN (the current system for 18 counties including Solano), C4 (the current system for 39 counties), and LEADER (the current Los Angeles County system). Solano County will migrate to CalSAWS in June 2023, one of the last counties to migrate. Los Angeles County is already in the process of migrating. All counties are already heavily involved in planning. E&ES has responded to 131 County Requests for Information (CRFIs) which are mechanisms by which we share our current business processes that CalSAWS will replicate. Solano County has staff involved in 32 CalSAWS committees (E&ES and DoIT) – each committee working on very specific functionality (e.g. CalFresh, Medi-Cal, imaging, county-specific General Assistance capability, etc.). Extensive State-funded technical assistance will be provided, and the E&ES Deputy Director is part of the committee reviewing the RFP responses for this support. As one metric of the statewide scope of this effort, the CalSAWS consortia projects 165,000 system development workhours, which does not include county, CDSS, or CWDA staff time. Beginning in FY2019/20, each medium sized county (including Solano) received three years of funding for two CalSAWS-dedicated staff (approved in the FY2019/20 Midyear Budget) to coordinate the change management necessary for this transition.

Older and Disabled Adult Services

In June 2019, Governor Newsom, recognizing California's over-65 years old population is projected to grow to 8.6 million by 2030, signed an executive order calling for the creation of a Master Plan for Aging. The plan, anticipated to be released in October 2020, will serve as a blueprint to build healthy age friendly communities.

The Federal Older Americans Act expired on September 30, 2019. The Dignity in Aging Act of 2019 extended the Older Americans Act for five years and increased federal funding for FY2020/21 and for subsequent years 2021-2024. The Older Americans Act funds a wide range of senior services including Meals on Wheels, transportation services and services to reduce social isolation.

COVID-19 – The Recommended Budget does not reflect the economic impacts of coronavirus disease 2019 (COVID-19). The Department's Supplemental Budget will address necessary budgetary adjustments, including anticipated additional funding for critical programs to combat the pandemic, reductions in funding streams reliant on sales tax and other revenues, interest income/expense adjustments due to the Federal Reserve's emergency actions to reduce interest rates to try to offset the impact to the economy resulting from the COVID-19 national emergency, and compounded by sharply rising wage and benefit costs. The review will also include recent federal and State legislation enacted to address the pandemic and the Governor's May Revise. Please refer to the H&SS Department Summary for information on anticipated impacts to the Department.

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 providers, the IHSS 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 (recipient – provider matching services); 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 July 2019, the IHSS PA implemented First Aid/CPR trainings for IHSS providers in Fairfield and Vallejo. Between July and December 2019, a total of 120 individuals were scheduled for these classes, with 92 completing the class earning their certification.
- In 2019, the IHSS PA provided a monthly topic-based support group for IHSS providers in Fairfield and Vallejo. Topics included heart health, nutrition, stress management, dealing with memory loss, and coping with grief. Unfortunately, less than 12 individuals attended these sessions throughout the year. Going forward, the IHSS PA has changed the time of the Fairfield session to get more attendance and doubled outreach.
- In 2019, the average number of active providers on the Registry was 336, including 99 new providers, however over 53% (178) are already assigned to work for one or more consumers. The IHSS PA received 1,110 requests for caregivers in 2019, and due to the absence of available caregivers on the Registry, over 70% of IHSS consumers did not get matched.
- The three most pressing challenges in IHSS include enrolling 10,222 providers and recipients into the State mandated Electronic Services Portal (electronic timesheets) and Electronic Visit Verification system. Secondly, there are currently 978 overdue reassessments as of March 2020. Lastly, beginning July 2020, the State will begin monitoring how expediently new IHSS applicants are seen, with the goal being within 90 days of application.

WORKLOAD INDICATORS

In calendar year 2019:

- The IHSS PA maintained an average of 336 providers on the IHSS PA Provider Registry to serve an average of 396 IHSS consumers per month. These providers represent a subset of the 4,485 countywide IHSS paid providers as of December 2019.
- Processed 180 applications from individuals interested in being placed on the IHSS PA Provider Registry, resulting in 99 new providers added, a decrease of 75 new providers when compared to the prior year.
- Sent 1,110 provider lists to IHSS recipients who requested assistance in finding a provider. Of these lists, 150 were coded as urgent service requests indicating assistance was needed within 24 hours or the same day.
- Served 964 IHSS consumers, an increase of 15 average monthly consumers when compared to the prior year. These consumers experience complex needs requiring ongoing support to effectively hire, supervise and retain IHSS providers.
- Provided 1,197 of intervention services including intake, information and assistance, mediation to resolve complex issues, and follow-up.

- IHSS PA staff administered health benefits to an average of 1,170 IHSS providers per month. All eligible IHSS providers who requested to be added to the health plan were enrolled within 30 days of receiving the request throughout the year. In addition to this benefit, IHSS PA staff issued safety supplies (gloves, sanitary wipes) to 12 individual providers who requested them.

BUREAU BUDGET SUMMARY

The Preliminary Recommended Budget represents decreases of \$24,365 or 2.5% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget.

Bureau 7690 is primarily comprised of the cost of H&SS dedicated staff and operating expenditures needed to administer the IHSS PA responsibilities.

Primary Funding Sources

IHSS PA Administration is primarily funded with an Operating Transfers-In of \$902,670 from the IHSS PA operating fund (Fund 152 - BU 1520) to reimburse H&SS for administrative support staff and operating costs.

The FY2020/21 Recommended Budget projects a \$24,365 or 2.5% decrease in revenues primarily due to the following:

- Increase of \$16,466 in Administration Overhead representing a one-time countywide administrative overhead credit due to changes made in the financial reporting structure for IHSS in FY2018/19.
- Decrease of \$40,831 in Operating Transfers-In due to lower reimbursement from Fund 152 due to an overall decrease in costs.

Primary Costs

Primary costs for IHSS PA Administration are: \$716,586 for Salary and Employee Benefits; \$116,476 for Services and Supplies; \$29,408 for Other Charges; \$7,047 for Other Financing Uses; and \$65,219 for Intrafund Transfers.

The FY2020/21 Preliminary Recommended Budget projects a \$24,365 or 2.5% decrease in appropriations primarily due to the following:

- Increase of \$56,367 in Salary and Employee Benefits primarily due to negotiated and approved labor contracts resulting in increases in wages and CalPERS retirement costs.
- Increase of \$10,858 in Services and Supplies due to increases in IT related costs, refresh computers, communication, postage, interpreters, and membership fees. These are offset by decreases in consulting services, printing costs, and liability insurance.
- Decrease of \$28,359 in Other Charges primarily due to a decrease in Countywide Administrative Overhead.
- Decrease of \$64,045 in Intrafund Transfer primarily due the transfer of IHSS-PA staff time study cost to the Older and Disabled Adult Services (ODAS) budget unit for staff support to the IHSS enrollment team allocated in ODAS.

Contracts

The FY2020/21 Preliminary Recommended Budget includes a total of \$53,948 in contracted services which includes the following significant contracts:

- \$20,348 for software licenses and maintenance services.
- \$18,600 for provider training and support services.
- \$15,000 for consulting services.

Fixed Assets

None.

7690 – Fund 902-IHSS Public Authority Admin.
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Social Services Functional Area Summary

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	0	0	16,466	16,466	0.0%
MISC REVENUE	1,200	15,600	15,600	0	0.0%
OTHER FINANCING SOURCES	803,764	943,501	902,670	(40,831)	(4.3%)
TOTAL REVENUES	804,964	959,101	934,736	(24,365)	(2.5%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	569,296	660,219	716,586	56,367	8.5%
SERVICES AND SUPPLIES	71,640	105,618	116,476	10,858	10.3%
OTHER CHARGES	59,152	57,767	29,408	(28,359)	(49.1%)
OTHER FINANCING USES	6,047	6,233	7,047	814	13.1%
INTRA-FUND TRANSFERS	98,828	129,264	65,219	(64,045)	(49.5%)
TOTAL APPROPRIATIONS	804,964	959,101	934,736	(24,365)	(2.5%)
NET CHANGE	0	0	0	0	0.0%
STAFFING					
IHSS - PA ADMINISTRATION	5	5	5	0	0.0%
TOTAL STAFFING	5	5	5	0	0.0%

BUREAU COMMENTS

None.

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The IHSS PA continues to recruit additional IHSS providers for the Registry to meet the continued demand of referrals. Recruitment and retention of providers on the Registry remains challenging as the number of new IHSS clients referred continues to grow, fewer individuals are applying to the Registry, and more IHSS providers are requesting to terminate their listing on the Registry.

With paid sick leave increasing from 8 hours to 16 hours in July 2020, the IHSS PA anticipates an increase in the number of urgent service requests, similar to the increase seen in calendar year 2018 and 2019. There is not an incentive for a provider on the Registry list to make themselves available for on-call or backup assistance, and this challenge could result in IHSS consumers not being able to access services, potentially creating safety risks for consumers with greater or more complex needs.

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact this budget. Staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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, 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 frequent changes in federal and State regulations for eligibility, duration and assistance program criteria, as well as court decisions and economic conditions. The projections are based on current trend in caseloads, prior to COVID-19 pandemic and various changes to program criteria. Adjustments are likely as part of Supplemental Budget.

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 Preliminary Recommended Budget represents increases of \$4,674,124 or 8.9% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. The County General Fund (CGF) Contribution of \$3,547,139 represents an anticipated decrease of \$244,335 or 6.4% prior to COVID-19 pandemic.

Primary Funding Sources

The primary funding sources are federal entitlement funds, State funds, 1991 and 2011 Realignment (see glossary for definition), and County General Fund. 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 also 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 from the State to counties 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 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 FY2020/21 January proposed

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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 FY2020/21 Preliminary Recommended Budget for Assistance Programs projects a \$4,674,124 or 8.9% net increase in revenues compared to the FY2019/20 Adopted Budget due to an increase in the projected number of payments issued for Aid to Adoption and for increases in CalWORKs grant. The changes are reflected in the following revenue sources:

- \$1,935,305 increase in State and federal revenues.
- \$3,065,586 increase in combined 1991 and 2011 Realignment revenues.
- \$244,335 decrease in CGF contribution.
- \$82,432 decrease in prior year State and federal revenue.

It should be noted that 1991 and 2011 Realignment revenues are statewide sales tax based and the COVID-19 pandemic emergency response and deferral of the collection of sales tax for a portion of FY2019/20 will likely impact the amount available from the State in FY2020/21, and will need to be addressed as part of the revised budget recommendations prior to adoption of a final budget for FY2020/21.

Primary Costs

The FY2020/21 Preliminary Recommended Budget for Assistance Programs projects a \$4,674,124 or 8.9% net increase in appropriations compared to the FY2019/20 Adopted Budget. The projected increase is primarily the result of the following:

Adoptions Assistance Program (BU 7901) – \$1,585,106 or 20.7% increase in appropriations due to increase in caseload from 6,777 in FY2019/20 Adopted Budget to 7,858 in FY2020/21 Recommended Budget.

Foster Care Assistance programs – \$680,140 or 5% net decrease in appropriations due to the following:

- Kin-GAP (BU 7902) – Costs are projected to increase by \$261,074 or 21.1% when compared to FY2019/20 Adopted Budget.
- Foster Care (BU 7903) – Costs are projected to decrease by \$799,115 or 6.7% when compared to FY2019/20 Adopted Budget due to decrease in projected paid cases based on trend.
- County Only Foster Care (BU 7908) – Costs are projected to decrease by \$142,099, or 19.7% when compared to FY2019/20 Adopted Budget.

CalWORKs Assistance (BU 7904) – \$4,160,096 or 14.8% increase in appropriations primarily due to increases in average grants.

Refugee Assistance (BU 7906) – \$1,584 or 21.0% net increase in appropriations due to increase in projected paid cases.

General Assistance (BU 7907) – \$234,476 or 9.5% net decrease in appropriations due to decrease in projected paid cases.

Approved Relative Caregiver (BU 7909) – \$113,184 or 31.7% decrease in appropriations due to decrease in projected paid cases.

Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS) and Low Income Home Energy Assistance Program (LIHEAP (BU 7911) – \$44,862 or 14.2% decrease in appropriations.

Contracts

The recommended appropriations for Assistance Programs include \$1,228,934 in contracted direct services for the provision of Adoption and Foster Care Wraparound services and \$130,874 in Emergency Child Care Bridge Program for Foster Care. H&SS will return to the Board after the FY2020/21 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

Summary of Division Budget

7900 – Fund 902-Assistance Programs Gerald Huber, Director of Health & Social Services Health & Public Assistance

DIVISION COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	35,714,562	36,431,591	39,904,555	3,472,964	9.5%
INTERGOVERNMENTAL REV FEDERAL	10,111,515	12,526,802	13,972,297	1,445,495	11.5%
CHARGES FOR SERVICES	89	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	4,237,808	3,791,474	3,547,139	(244,335)	(6.4%)
TOTAL REVENUES	50,063,973	52,749,867	57,423,991	4,674,124	8.9%
APPROPRIATIONS					
OTHER CHARGES	48,934,282	52,749,867	57,423,991	4,674,124	8.9%
OTHER FINANCING USES	1,135,037	0	0	0	0.0%
TOTAL APPROPRIATIONS	50,069,319	52,749,867	57,423,991	4,674,124	8.9%
NET CHANGE	5,346	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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 rates impact only new and re-evaluated Foster Care cases. Foster Care cases prior to December 2017 which have not been re-evaluated will remain under the prior age-based rate structure. Therefore, until the remaining Foster Care cases prior to December 2017 are re-evaluated, the Foster Care rates will be based on two different rate structures- the prior age-based rate structure and the new LOC rate structure.

There are a number of upcoming changes previously approved as part of policy changes in CalWORKs such as the increases to the asset limits, earned income disregards and income reporting threshold effective June 1, 2020 that may result in a higher increase in CalWORKs caseloads and average grants.

COVID-19 – The Recommended Budget does not reflect the impact of coronavirus disease 2019 (COVID-19) or the likelihood of the economy slowing or even entering a recession and will require adjustments to meet these challenges. The Division's Supplemental Budget will address necessary budgetary adjustments, including anticipated additional funding for critical programs to combat the pandemic, reductions in funding streams reliant on sales tax and other revenues, interest income/expense adjustments due to the Federal Reserve's emergency actions to reduce interest rates to try to offset the impact to the economy resulting from the COVID-19 national emergency, and compounded by sharply rising wage and benefit costs. The review will also include recent federal and State legislation enacted to address the pandemic and the Governor's May Revise. Please refer to the H&SS Department Summary for information on anticipated impacts to the Division.

7900 – Fund 902-Assistance Programs**Summary of Division Budget**

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DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	16,203,279	20,171,411	19,449,890	(721,521)	(3.6%)
9600 MHSA	20,343,752	20,919,206	23,441,872	2,522,666	12.1%
7950 TOBACCO PREVENTION & EDUCATION	441,787	801,423	823,487	22,064	2.8%
APPROPRIATIONS					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	16,170,500	20,171,411	19,449,890	(721,521)	(3.6%)
9600 MHSA	20,835,576	27,420,521	27,883,212	462,691	1.7%
7950 TOBACCO PREVENTION & EDUCATION	441,787	801,423	823,487	22,064	2.8%
NET CHANGE					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	(32,779)	0	0	0	0.0%
9600 MHSA	491,824	6,501,315	4,441,340	(2,059,975)	(31.7%)
7950 TOBACCO PREVENTION & EDUCATION	0	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 (PA) 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, a governmental entity separate and distinct from Solano County, established an Memorandum of Understanding (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 Maintenance of Effort (MOE) - Services (BU 1523). The required County General Fund Contribution for these functions is budgeted in this fund.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

In 2019, the IHSS Public Advisory Committee met bimonthly to discuss issues pertinent to the In-Home Supportive Services program and to make recommendations regarding service delivery. The Committee sponsored the May 2019 Spring Conference at the County Events Center with over 100 participants attending; and provided an annual update to the Board of Supervisors.

WORKLOAD INDICATORS

Relevant workload indicators are incorporated in H&SS Social Services Division's IHSS Public Authority Bureau (BU 7690).

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents decreases of \$721,521 or 3.6% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The primary funding sources are Federal Title XIX (Medi-Cal funding), State General Fund, 1991 Social Services Realignment, and County General Fund.

The FY2020/21 Preliminary Recommended Budget projects a net decrease of \$721,521 or 3.6% in revenues primarily due to the following:

- Increase of \$417,748 in State revenues due to increases in State allocation for Public Authority-Administration costs under Senate Bill (SB) 80 and in the State share of cost of provider benefits.
- Increase of \$297,694 in federal revenues representing federal share of cost of provider benefits.
- Decrease of \$1,437,617 in County General Fund resulting from the rebasing of the IHSS MOE in FY2019/20 under SB 80.

Primary Costs

Primary costs for IHSS Public Authority are \$18,532,545 in Other Charges, and \$902,670 in Operating Transfer-Out and \$14,675 in Services and Supplies.

The FY2020/21 Preliminary Recommended Budget projects a net decrease of \$721,521 or 3.6% in appropriations primarily due to the following:

- Decrease of \$1,366,947 in IHSS MOE due to a change in the cost allocation, resulting in the rebasing of the IHSS MOE in FY2019/20 plus a 4% inflation factor as required by legislation under SB 80 (2019).
- Increase of \$621,952 in Individual Providers-IHSS representing the projected increase in health premium payments to Pan American Life Insurance due to a change in projection methodology based on projected provider hours multiplied by \$0.60

1520 – Fund 152-IHSS Public Authority
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Summary of Other Administered Budgets

hourly approved benefit rate. The 2018/19 methodology was based on the number of enrolled providers multiplied by average monthly cost of \$207.83.

- Increase of \$64,205 in Countywide Administrative Overhead, a result of the changes made in the financial reporting structure for IHSS in FY2018/19.
- Decrease of \$40,831 in Operating Transfer-Out due to reduced costs reimbursed to H&SS for staff and operating support costs to administer the IHSS Public Authority program.

Contracts

The recommended appropriations include \$4,238,194 in estimated health plan costs.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	11,217	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	7,362,446	9,780,319	10,198,067	417,748	4.3%
INTERGOVERNMENTAL REV FEDERAL	1,996,975	2,407,672	2,705,366	297,694	12.4%
CHARGES FOR SERVICES	0	0	654	654	0.0%
GENERAL FUND CONTRIBUTION	6,832,641	7,983,420	6,545,803	(1,437,617)	(18.0%)
TOTAL REVENUES	16,203,279	20,171,411	19,449,890	(721,521)	(3.6%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	11,527	14,575	14,675	100	0.7%
OTHER CHARGES	15,355,210	19,213,335	18,532,545	(680,790)	(3.5%)
OTHER FINANCING USES	803,764	943,501	902,670	(40,831)	(4.3%)
TOTAL APPROPRIATIONS	16,170,500	20,171,411	19,449,890	(721,521)	(3.6%)
NET CHANGE	(32,779)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2020/21 Preliminary Recommended Budget reflects changes made under SB 80, enacted into law on July 1, 2019, as a direct response to the findings and recommendations of the State Department of Finance to create a more sustainable IHSS MOE structure. Below are some of the changes enacted under SB 80:

- Increased State general fund for IHSS.
- Lowered county IHSS MOE.
- Established new IHSS MOE for services starting FY2019/20.
- Excluded the cost for IHSS Administration and Public Authority (PA) Administration from the new IHSS MOE. State General Fund is provided to cover the total estimated nonfederal IHSS administration costs capped at an amount appropriated in annual State Budget Act.
- IHSS MOE inflation factor was reduced from 7% to 4% for FY2019/20 – FY2020/21.
- Ceased acceleration of payment of Social Services 1991 Realignment sales tax growth and returned to the original methodology for calculating caseload growth for IHSS.

- Ceased the redirection of 1991 Realignment Vehicle License Fee (VLF) growth revenues from Health and Mental Health subaccounts to Social Services.
- Enacted changes to wages/benefits bargaining.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

IHSS PA and SEIU 2015 labor contract expires on June 30, 2020. As such, the outcome of the negotiations may require an adjustment to the MOE. Any negotiated changes in wages or benefits may result in increased costs and adjustments to the FY2020/21 Budget may be required.

Currently, the non-federal share of cost for negotiated wage and benefit increases in IHSS is 65% State and 35% County. In the FY2019/20 State budget, the State revised this formula to flip to 65% County and 35% State for negotiated provider increases once minimum wage equals \$15/hour which is currently scheduled for January 1, 2022. The change in sharing ratios may have an impact on the Department's FY2021/22 Budget.

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact this budget. Staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2021/21 Budget.

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 continues under the oversight of the Mental Health Services Oversight and Accountability Commission (MHSOAC) and the Department of Health Care Services (DHCS). Programs are based upon community specific needs—as identified through a comprehensive community program planning (CPP) process—and intended to address a broad continuum of prevention, early intervention and service needs and the necessary infrastructure, technology and training elements necessary.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- MHSA programs continue to set trends for community-oriented mental health prevention, outreach, and early intervention, as well as intensive population-focused service delivery. SB 1004 (September 27, 2018) modified Welfare and Institutions Code section 5840.7 to require the MHSOAC to increase the monitoring of Prevention and Early Intervention (PEI) programs and services, which will ultimately result in additional statewide outcome measures. Additionally, DHCS has initiated a separate triennial audit of MHSA programs and services, whereas previously, the Mental Health Plan (MHP) triennial audit included a section on MHSA. The audit of Solano County MHSA is anticipated in FY2020/21.
- The Full Service Partnerships continue to provide the most intensive outpatient level of care, with services provided to clients at least twice per week, and often more, as necessary. Child/Youth Full-Service Partnership (FSP) teams are receiving training to implement the Transitions in Care (TIP), an evidenced supported model developed to engage and support young people experiencing emotional and or behavioral struggles in their own futures planning process across five transition domains: education opportunities, living situation, employment and career, community life functioning, and personal effectiveness and wellbeing. The adult FSPs continue to implement the evidence-based Assertive Community Treatment an evidenced-based model that is an intensive interdisciplinary team treatment approach designed to provide comprehensive, community-based psychiatric treatment, rehabilitation, and support to persons with serious and persistent mental illness. The team addresses all the needs of the consumer including mental health substance use, linking to employment services, etc. The coming year represents the third year of the MHSA Three Year Plan, and a new Three-Year Plan will be developed with community input.
- One of the current MHSA Innovation Projects, *Interdisciplinary Collaboration and Cultural Transformation Model (ICCTM)*, resulted in the development of ten quality improvement action plans focused on strategies to increase access to historically underserved communities. Compared to the FY2015/16 baseline, the MHP has shown increases in penetration rates of all under-represented groups receiving mental health services. During 2019, MHSA funds were used to begin implementing culturally responsive school wellness centers on school sites K-12 and adult education sites, including opening five pilot sites on three elementary school campuses, one at an alternative education site and one at an adult education site. It is anticipated that another 20-30 wellness centers will be opened in 2020.

WORKLOAD INDICATORS

- Adult FSP programs (County operated and through a contract with Caminar) served 304 adults in 2019, compared to 275 adults in 2018.
- More youth were served in FSPs (County operated and through a contract with Seneca), serving 288 in 2019 and 264 in 2018. Commercially sexually exploited youth are served in the Seneca FSP, where 22 such youth were served in 2019. In 2019 there were 35% more admissions to adult FSPs (191 in 2019 and 141 in 2018).

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$2,522,666 or 12.1% in revenues and an increase of \$462,691 or 1.7% in appropriations when compared to the FY2019/20 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	774,159	364,574	626,172	261,598	71.8%
INTERGOVERNMENTAL REV STATE	19,569,593	20,554,632	22,815,700	2,261,068	11.0%
TOTAL REVENUES	20,343,752	20,919,206	23,441,872	2,522,666	12.1%
APPROPRIATIONS					
SERVICES AND SUPPLIES	4,205	0	0	0	0.0%
OTHER CHARGES	279	426	548	122	28.6%
OTHER FINANCING USES	20,831,091	27,420,095	27,882,664	462,569	1.7%
TOTAL APPROPRIATIONS	20,835,576	27,420,521	27,883,212	462,691	1.7%
CHANGE IN FUND BALANCE	491,824	6,501,315	4,441,340	(2,059,975)	(31.7%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The increase of \$2,522,666 in revenues is primarily due to a projected increase in Statewide MHSA revenues and interest earned on the fund when compared to the FY2019/20 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 after to reconcile the fund to what should have been deposited into the fund. Depending on the result, the adjustment may be either positive or negative against the State MHSA Fund.

The increase of \$462,691 in appropriations is primarily due to an increase in transfers out to Fund 902 for MHSA program costs and how the County is budgeting for the draw on the Restricted Fund. The transfer in expenditures from this Fund needs to equal the MHSA revenues in Behavioral Health and the reason for the increase in expenditures is mentioned in the Behavioral Health narrative. The projected draw on the restricted MHSA fund is \$4,441,340.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

Several bills have been presented in the State Legislature that seek to increase the flexibility of how counties can use MHSA funds, as well as some bills that seek to divert MHSA funds to housing initiatives. This will be important to monitor as potential diversion of MHSA funds could put ongoing programs in jeopardy.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Mental Health Services Act budget. Staff anticipate interest income/expense adjustments resulting from COVID-19 pandemic emergency actions taken by the State and federal governments impacting interest earnings in 2020. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

It should be noted that as stated herein, the source of much of the funding is from high wage earners, and that revenues are allocated a few years after receipt. The impact of COVID-19 pandemic emergency on the earnings for high wage earners for 2020 may not be evident until 2021.

DEPARTMENTAL PURPOSE

Tobacco Prevention and Education Program (TPEP) is a Health Promotion and Community Wellness program mandated by the California Department of Public Health (CDPH), Tobacco Control Program (TCP) and located in the Public Health Division of Solano County Department of 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.

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. The resulting funding increase resulted in an enhanced 2017-2021 TPEP scope of work including:

- Increase partnerships with non-traditional groups by linking Adverse Childhood Experiences (ACEs) to tobacco use. Since multiple ACEs are known to increase the risk of tobacco use, preventing ACEs helps prevent tobacco use.
- Decrease the density of tobacco retailers in the City of Dixon to address the fact that Dixon has the most children under 18 per capita of any Solano jurisdictions, and has the highest number of tobacco retailers per capita.
- Work with all eight Solano County jurisdictions to update their definitions of tobacco products to include e-cigarettes, so that tobacco restrictions would automatically include vaping products and use.
- Engage youth through building partnerships with youth-serving organizations, and train and support young people to help TPEP staff with their objectives. Youth benefit from this by learning skills of advocacy, public speaking, and helping their community, and the program benefits by learning from young people about the nicotine products in their environment, and creative ways to reach their peers.
- Identify and support jurisdictions in Solano County that are willing to consider a sales restriction on flavored and menthol products to help address the current teen vaping epidemic and the predatory marketing of these products to people of color, LGBTQ communities, and underage youth.
- Identify and support jurisdictions in Solano County that are willing to consider an ordinance to restrict tobacco use in multi-unit housing, to protect residents from secondhand smoke exposure.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

New data was gathered to help the State and County better understand the retail environment in stores that sell tobacco. There was also a renewed focus on teen vaping, due to the new lung illness identified by the Centers for Disease Control and Prevention throughout the country.

The most significant accomplishment in FY2019/20 was the passing of two comprehensive tobacco ordinances in the City of Benicia that greatly restrict where tobacco and vaping products can be sold, for how much, and where they can be used. TPEP staff supported this success by assisting with technical product information, sharing statewide jurisdictional approaches, and helping facilitate public meetings and surveys to gauge support. TPEP and Bureau staff provided public health information to the Benicia City Council at the first reading of the ordinance and continue to assist with implementation.

WORKLOAD INDICATORS

- In 2019, 252 local stores were surveyed for a third time (prior surveys occurred in 2013 and 2016) by staff and volunteers for the Healthy Stores for a Healthy Community project. The 2019 data will be released by the State in the Spring of 2020, and TPEP staff and partners will analyze it, and compare it to prior years to identify future projects.
- In December 2019, 367 surveys were completed for the Healthy Stores for a Healthy Community Public Opinion Poll. The surveys were collected from various community and youth members countywide and were designed to better understand residents' perceptions around the healthy and unhealthy offerings in their local convenience stores, and what, if anything, they think should be done to improve the environment. Results are expected in Spring 2020.
- In 2019, TPEP staff completed a total of ten (10) Key Informant Interviews with City officials from Benicia, Vacaville and Fairfield. Topics covered in the interviews were sales restrictions of flavored and menthol products, smoke free multi-unit housing, tobacco definitions updates and Healthy Stores for a Healthy Community.
- In 2019, there was a renewed emphasis on youth engagement. The TPEP staff worked with six different youth service partners to train high school youth in community engagement and advocacy. A total of four trainings, six meetings, three outreach events and two presentations to elected officials (Benicia City Council and Dixon School Board) were conducted. All engagements incorporated community education and advocacy for tobacco prevention policies.
- Also renewed in 2019 was a focus on diversifying and energizing the local coalition, now called Tobacco-Free Solano. Seven new Community Heroes (members) were welcomed in the last six months of the year, and staff held the first new member orientation in two years.
- In 2019, TPEP staff engaged with the Spanish speaking community by attending Spanish community meetings (Dixon Public Library, Fairfield Civic Center Library, Dixon Family Resource Center, and Café con Amigas). This outreach was an opportunity to provide educational material and resources and to address health equity in tobacco prevention. New partnerships were also formed with the Solano AIDS Coalition, Older and Disabled Adult Services, the Communicable Disease program, Travis Air Force Base, and Bay Area Community Resources. These new partnerships help the Tobacco-Free Solano become more diverse and engaged in reaching the TPEP goals.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$22,064 or 2.8% in both revenues and appropriations when compared to the FY2019/20 Adopted Budget. There is no County General Fund 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 FY2020/21 Recommended Budget includes \$22,064 or 2.8% net increase in revenues due to the rollover of prior year unspent funds.

Primary Costs

The FY2020/21 Recommended Budget includes \$22,064 or 2.8% net increase in appropriations primarily due to an overall increase in media campaigns for tobacco education.

Primary costs for TPEP are:

- \$249,856 for Salaries and Employee Benefits.
- \$381,439 in Services and Supplies including \$177,250 for contracted evaluation and community engagement services, and \$158,011 for advertising and marketing campaigns aimed at reducing and preventing tobacco use.
- \$189,831 in Other Charges including \$174,476 for Public Health personnel staff time for TPEP programs.

7950 – Fund 390-Tobacco Prevention & Education
Gerald Huber, Director of Health & Social Services
Health & Public Assistance

Summary of Other Administered Budgets

Contracts

The FY2020/21 Recommended Budget for Tobacco Prevention and Education includes a total of \$177,250 in contracted services for the youth coalition development for tobacco prevention, evaluation of tobacco prevention program objectives, consultants, a speaker on adverse childhood experiences, and maintenance of the tobacco free website.

Fixed Assets

None.

See related Budget Unit 9290 - Fund 390 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	0	2,500	5,000	2,500	100.0%
INTERGOVERNMENTAL REV STATE	439,656	793,923	818,487	24,564	3.1%
CHARGES FOR SERVICES	2,131	5,000	0	(5,000)	(100.0%)
TOTAL REVENUES	441,787	801,423	823,487	22,064	2.8%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	207,970	253,722	249,856	(3,866)	(1.5%)
SERVICES AND SUPPLIES	78,553	228,152	381,439	153,287	67.2%
OTHER CHARGES	153,163	317,053	189,831	(127,222)	(40.1%)
OTHER FINANCING USES	2,101	2,496	2,361	(135)	(5.4%)
TOTAL APPROPRIATIONS	441,787	801,423	823,487	22,064	2.8%
CHANGE IN FUND BALANCE	0	0	0	0	0.0%

STAFFING					
TOBACCO PREVENTION & EDUCATION	2	2	2	0	0.0%
TOTAL STAFFING	2	2	2	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The State legislature and the federal government are both currently considering various pieces of legislation that would restrict the sale or availability of flavored, menthol, and vaping products. Historically, these initiatives were not successful at those levels, and TPEP continues to work on similar restrictions locally. Due to the successful work with the City of Benicia, additional cities have indicated a desire to learn more about protections they can potentially take to improve the health of their communities. TPEP staff will continue to provide education and offer technical assistance.

PENDING ISSUES ON COVID-19

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Tobacco Prevention & Education budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Summary of Other Administered Budgets 2160 – Fund 216-Napa/Solano Area Agency on Aging

Gerald Huber, Director of Health & Social Services Health & Public Assistance

DEPARTMENTAL PURPOSE

The Napa/Solano Area Agency on Aging for Planning and Service Area (PSA) 28 is the entity that serves as the Area Agency on Aging (AAA) in Napa and Solano Counties, established in accordance with the federal Older Americans Act and the Older Californians Act, to administer programs to older adults, adults with disabilities, family caregivers, and residents of long-term care facilities.

FUNCTION AND RESPONSIBILITIES

On September 27, 2018, the California Department Aging (CDA) designated the County of Solano as the lead agency for the Napa/Solano AAA for PSA 28, which includes Napa and Solano Counties, beginning January 1, 2019. This new entity was formed following the closure of the non-profit in July 2018 that served as the program administration. The Napa/Solano Area Agency on Aging operates via a Joint Exercise of Powers between Napa and Solano Counties with Solano County, as the lead entity, overseeing the Agency's administration.

This budget unit includes administrative costs incurred by the AAA (BU 2161) and direct services costs (BU 2162) and tracks financials for the Napa/Solano Area Agency on Aging (N/S AAA), California Department of Aging (CDA). The County General Fund contribution for these functions is budgeted in this fund.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

In calendar year 2019:

- In January 2019, Solano County officially assumed the role as the lead agency for the N/S AAA, Planning and Services Area 28. In January 2019, 3.0 FTE staff positions were filled, a Project Manager to provide program oversight, a Staff Analyst to provide fiscal oversight and to assist the Project Manager with program administration, and an Accountant to prepare fiscal documentation and overall accounting support. The emergency contracts initiated by the California Department of Aging in July 2018 with existing service providers were continued, distributing funds from the California Department of Aging Older Americans Act, CalFresh funds for seniors (60+) and disabled people and Supplemental Nutrition Assistance Program Education (SNAP-Ed) funds for FY2019/20.
- In April 2019, the N/S AAA completed updating the final year of the 2016 - 2020 Four-Year Area Plan for PSA 28. This update covers the period July 1, 2019 to June 30, 2020. The Area Plan update was developed using documents, reference tools and program-specific information in accordance with the Older Americans Act 2006 and the California Department of Aging. The forms and templates contained in the Area Plan describe relevant demographic trends and outline the major goals and objectives to be achieved through June 30, 2020 by the N/S AAA. To help define the needs of seniors, adults with disabilities and their caregivers, Solano County Public Health staff conducted a systematic needs assessment including focus groups and key informant interviews throughout Napa and Solano Counties.
- The N/S AAA Advisory Council was established in May 2019 as an advisory council to the N/S AAA Oversight Board. The Advisory Council is required by the federal Older Americans Act and the Older Californians Act. Members work with N/S AAA staff to develop, implement and monitor the Four-Year Plan and annual updates, hold public hearings and produce the annual report in accordance with the Older Californians Act. The duties of the advisory council include reviewing service providers, advocating on behalf of seniors, and recommending program enhancements.

WORKLOAD INDICATORS

- In October 2019, the N/S AAA issued Request for Proposals (RFP) for Older Americans Act services and is transitioning from previous emergency contracts for services to providers selected during the RFP process.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes \$3,174,136 in both revenues and appropriations. This Department is primarily comprised of contracted direct services and an Operating Transfer Out (Fund 902 – BU 7685, N/S AAA Administration budget) for the cost of Health and Social Services staff and operating expenditures allocated to the administration of the N/S AAA.

2160 – Fund 216-Napa/Solano Area Agency on Aging Summary of Other Administered Budgets

Gerald Huber, Director of Health & Social Services

Health & Public Assistance

Primary Funding Sources

The primary funding sources for this budget are federal revenues (Titles III B, III C-1, III C-2, III D, III E and VII), State General Fund, and required match contributions from Napa County and Solano County General Fund.

The FY2019/20 Recommended Budget projects \$2,830,530 in combined federal and State revenues, \$91,090 in contributions from Napa County, and \$252,516 in Solano County General Fund.

Primary Costs

The Recommended Budget includes \$3,174,136 in appropriations, an increase of \$107,133 or 3.5%. Primary costs include:

- \$2,579,746 in Contracted Direct Services to provide various supportive services, home-delivered and congregate meals, nutrition counseling and education, ombudsman services, and elder abuse prevention.
- \$21,762 in Countywide Administrative Overhead costs.
- \$572,628 in Operating Transfer Out to Fund 902, Bureau 7685, which represents \$525,518 for Salaries and Employee Benefits of staff and \$47,110 for other operating expenditures to administer the N/S AAA.

Contracts

The FY2020/21 Recommended Budget includes a total of \$2,579,746 or 81.3% in contracted direct services. H&SS will return to the Board after the FY2019/20 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	6,616	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	156,313	309,570	309,570	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	1,598,338	2,520,960	2,520,960	0	0.0%
MISC REVENUE	14,110	63,102	91,090	27,988	44.4%
OTHER FINANCING SOURCES	32,547	173,371	252,516	79,145	45.7%
TOTAL REVENUES	1,807,924	3,067,003	3,174,136	107,133	3.5%
APPROPRIATIONS					
OTHER CHARGES	1,588,319	2,579,746	2,601,508	21,762	0.8%
OTHER FINANCING USES	219,605	487,257	572,628	85,371	17.5%
TOTAL APPROPRIATIONS	1,807,924	3,067,003	3,174,136	107,133	3.5%
NET COUNTY COST	(0)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

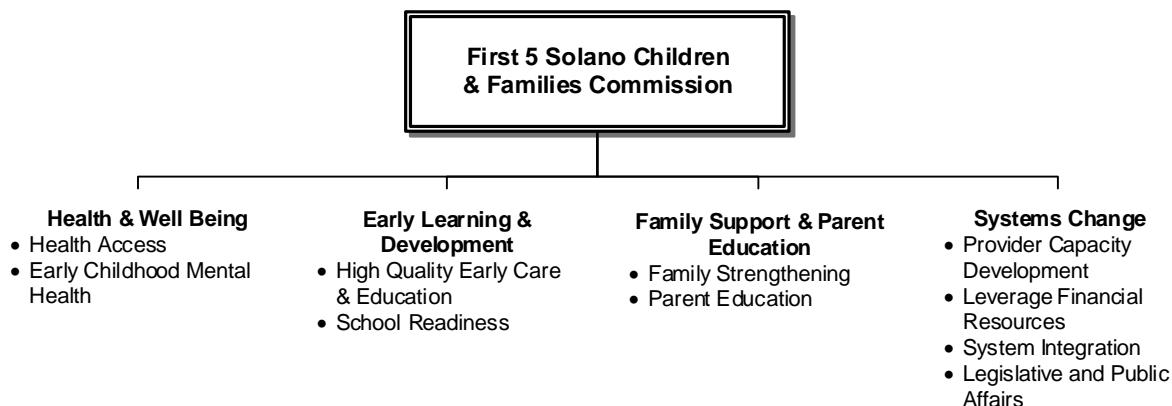
Summary of Other Administered Budgets 2160 – Fund 216-Napa/Solano Area Agency on Aging
Gerald Huber, Director of Health & Social Services
Health & Public Assistance

PENDING ISSUES AND POLICY CONSIDERATIONS

In June 2019, Governor Newsom signed an Executive Order to create a Master Plan for Aging to be developed by October 1, 2020. The N/S AAA was an active partner representing consumers, providers, advocates and caregivers at key stakeholder and public meetings. Five objectives and 37 specific recommendations are detailed in the March 2020 Progress Report. The report's recommendations represent immediate and long-term strategies. The N/S AAA is ready to work with community partners to advance the Master Plan for Aging.

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the N/S AAA budget. Staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Michele Harris, Executive Director
Health & Public Assistance



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:

FY2019/20 Midyear Projection:	5,598,308
FY2020/21 Recommended:	4,601,779
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, dental, and access to health services.
- Early Childhood Learning and Development, including early care and education quality improvement, pre-Kindergarten academies, early literacy, and a childcare and early learning facility.
- Family Support and Parent Education, including family strengthening services, a First 5 Center, and an evidence-based parent education program.

In addition to direct services, First 5 Solano has a 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. Systems building cross initiative approaches, include 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, with a focus on Adverse Childhood Experiences (ACEs) and resilience; and supporting community partners in increasing their organizational capacity.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Provided services to over 8,000 Solano residents, including children, parents/caregivers and providers of services to young children.
- Opened the Vallejo First 5 Center. The First 5 Center is a hub for families with young children where they can participate in parent/caregiver and child classes to strengthen relationships, enhance development, and teach skills, such as healthy cooking and parent education. In addition, many county programs, such as WIC, Child Support Services, Employment and Eligibility, and community services, such as Workforce Development Board, will provide services at the Center to connect families to needed resources. The Grant Opening of the Center on February 13, 2020 attracted over 400 attendees, including funders, policy makers, community partners, and most importantly families!
- Implemented the second year of the Commission's 2018-2023 Program Investment Plan to support young children and their families in the community, including:
 - Assisted approximately 2,000 children and parents/caregivers through the Help Me Grow Solano call center—a national model to connect young children and families to needed services in their community. In addition, Help Me Grow Solano implemented electronic developmental screenings expanding access to this service.
 - Partnered with Solano County Office of Education to provide 76 early care and education providers coaching and professional development as part of the IMPACT quality improvement program.
 - Provided over 300 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.
 - Provided Triple P Positive Parenting Program through eight community partners, including workshops, brief intervention, targeted intervention and groups.
 - Provided a second year of Annual Grants to provide funding in the community to address gaps, pilot a new or innovative idea and/or address a time-sensitive community need. In FY2019/20, ten grants were awarded to community partners for activities such as improving the playground at the Fairfield Adult School for their preschool program, bilingual art and literacy classes, and trauma informed nutrition classes.
- Other significant activities included:
 - Received a grant from Kaiser Community Benefits to conduct a media campaign focusing on Adverse Childhood Experiences.
 - Introduced January 2020 as Positive Parenting Awareness month with resolution adopted by the Board of Supervisors, Vallejo City Unified School District, First 5 Solano Children and Families Commission and the California State Legislature.

WORKLOAD INDICATORS

- During the period of July 1, 2019 – June 30, 2020, First 5 Solano managed over 50 contracts and Memorandums of Understanding totaling approximately \$3 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.

Michele Harris, Executive Director
Health & Public Assistance

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FIRST 5 SOLANO	4,880,606	4,447,036	4,184,175	(262,861)	(5.9%)
TOTAL REVENUES	4,880,606	4,447,036	4,184,175	(262,861)	(5.9%)
APPROPRIATIONS					
FIRST 5 SOLANO	3,479,182	5,251,263	4,601,779	(649,484)	(12.4%)
TOTAL APPROPRIATIONS	3,479,182	5,251,263	4,601,779	(649,484)	(12.4%)
CHANGE IN FUND BALANCE					
FIRST 5 SOLANO	(1,401,424)	804,227	417,604	(386,623)	(48.1%)
CHANGE IN FUND BALANCE	(1,401,424)	804,227	417,604	(386,623)	(48.1%)
STAFFING					
FIRST 5 SOLANO	7	7	7	0	0.0%
TOTAL STAFFING	7	7	7	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an overall decrease of \$649,484 12.4% in expenditures and an overall decrease of \$262,861 5.9% in revenues when compared to FY2019/20 Adopted Budget, resulting in a decrease of \$417,604 in Fund Balance.

The FY2020/21 Recommended Budget implements the third year of the Commission's 2018-2023 Program Investment Plan.

Primary Funding Sources

The primary funding source for First 5 Solano is Proposition 10 Tobacco Tax.

The FY2019/20 Recommended Budget includes a projected decrease in revenue of by \$262,861 5.9% from FY2019/20 Adopted Budget. This projected decrease is due to a slight decrease in Proposition 10 tobacco tax, a decrease in a First 5 California matching grant, and the end of a one-time grant received from Kaiser in FY2019/20.

Primary Costs

The FY2020/21 Recommended Budget includes an overall decrease of \$649,484 or 12.4% in appropriations primarily due to one-time expenditures for FY2019/20 related to tenant improvements for the Vallejo First 5 Center.

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.

Contracts

The FY2020/21 Recommended Budget includes \$2,700,000 in contracted services. This includes the following significant contracts:

- \$750,000 - Family Strengthening Services at the Vallejo First 5 Center and Rio Vista CARE
- \$450,000 - Triple P Parent Education
- \$250,000 - Quality Early Care and Education Services
- \$300,000 - Help Me Grow call center
- \$200,000 - Annual Grants
- \$200,000 - Pre-Kindergarten Academies

- \$100,000 - Early Childhood Mental Health Provider Training
- \$75,000 - Raising a Reader

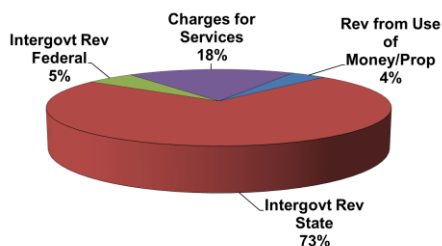
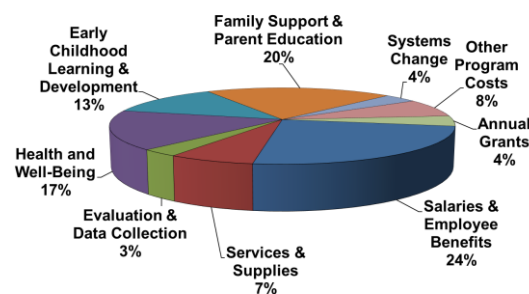
Fixed Assets

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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	174,281	163,122	161,085	(2,037)	(1.2%)
INTERGOVERNMENTAL REV STATE	3,284,486	3,038,986	3,027,292	(11,694)	(0.4%)
INTERGOVERNMENTAL REV FEDERAL	345,432	347,157	221,402	(125,755)	(36.2%)
CHARGES FOR SERVICES	454,418	802,771	769,396	(33,375)	(4.2%)
MISC REVENUE	421,990	95,000	5,000	(90,000)	(94.7%)
GENERAL FUND CONTRIBUTION	200,000	0	0	0	0.0%
TOTAL REVENUES	4,880,606	4,447,036	4,184,175	(262,861)	(5.9%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	935,917	1,035,587	1,129,347	93,760	9.1%
SERVICES AND SUPPLIES	310,060	586,032	319,174	(266,858)	(45.5%)
OTHER CHARGES	2,223,791	3,619,577	3,142,184	(477,393)	(13.2%)
OTHER FINANCING USES	9,414	10,067	11,074	1,007	10.0%
TOTAL APPROPRIATIONS	3,479,182	5,251,263	4,601,779	(649,484)	(12.4%)
CHANGE IN FUND BALANCE	(1,401,424)	804,227	417,604	(386,623)	(48.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

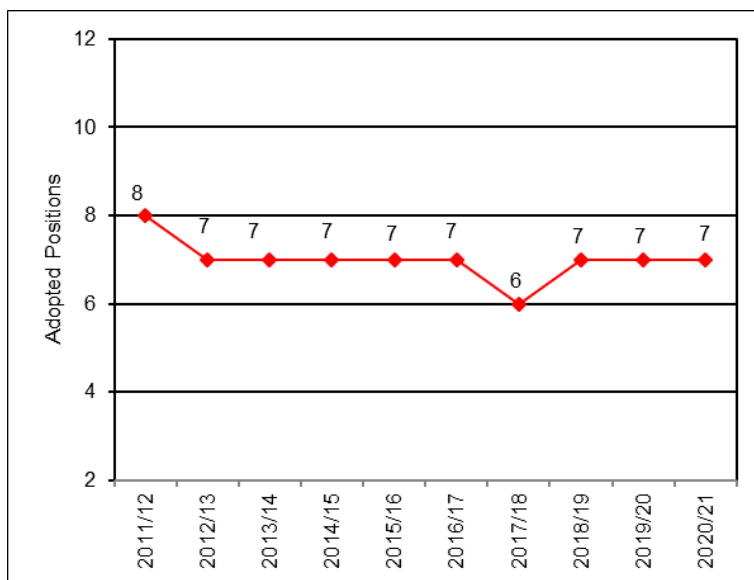
The net decrease of \$649,484 in expenditure is primarily attributable to one-time expenditure related to the tenant improvements at the Vallejo First 5 Center.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

Michele Harris, Executive Director
Health & Public Assistance

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 had 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.

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the First 5 Solano Children & Families Commission budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Summary of Other Administered Budgets 1530 – Fund 153- First 5 Solano Children & Families**Michele Harris, Executive Director
Health & Public Assistance**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1570 GRANTS/PROGRAMS ADMIN	1,152,315	746,560	1,836,250	1,089,690	146.0%
APPROPRIATIONS					
1570 GRANTS/PROGRAMS ADMIN	1,090,005	746,560	1,886,251	1,139,691	152.7%
NET CHANGE					
1570 GRANTS/PROGRAMS ADMIN	(62,310)	0	50,001	50,001	0.0%

A summary of the budgets administered by First 5 Solano is provided on the following pages.

**Michele Harris, Executive Director
Health & Public Assistance**

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.

FUNCTION AND RESPONSIBILITIES

In September 2018, the County Administrator's Office recommended, and the Board of Supervisors endorsed, the development of a formal process to utilize qualitative and quantitative data to identify the highest needs in the county. The goal of the 3-step process was to create a durable framework of desired outcomes with clearly defined indicators and use the findings to:

1. Guide decision-making during the budget process toward priority outcomes
2. Leverage other county resources.

In FY2018/19, the Human Services Needs Assessment (HSNA) process was conducted by Applied Survey Research, a Bay Area research and evaluation firm, and was guided by a planning team that consisted of two Board of Supervisor members, Department Heads that engage in service delivery as part of their role, and the County Administrator. During FY2019/20, the work has continued to implement the HSNA through a planning team. The planning team reviewed extensive community data, conducted key informant interviews and considered data results from a community survey before recommending that the Board of Supervisors establish a Community Investment Fund to address the top human services needs in Solano County.

The top community needs that were identified in this process were:

- Priority Need 1: Mental Health – Increase access to Solano County's mental health system of care with dual strategies of increasing community understanding of how to access mental health services and increasing provider understanding of how to respond to residents with mental health needs.
- Priority Need 2: Affordable Housing – Work with cities to increase the supply of affordable housing under the community goal of "reducing homelessness."
- Priority Need 3: Homelessness – Reduce homelessness with dual strategies strengthening capacity to address homelessness and increasing community and provider understanding of how to connect to available resources.
- Priority Needs 4-6: Early Education, Youth Development, Safe and Stable Environments for Children – While mental health, housing, and homelessness rose to the top priorities, early education, youth development, and safe and stable environments for children were also highly ranked in the prioritization.

Community Investment Fund:

In June 2019, the Board of Supervisors approved the recommendation from the planning team to create a Community Investment Fund (CIF). The CIF is a 3-pronged approach which includes:

1. Legacy Programs—3-year commitment to sustain programs funded by the Board to serve specific populations that are identified as high need/risk by funding the support staff who provide the services.
2. Deep Programming—3-year commitment to address the top 3 priority needs. Community partners will be selected following the County's Purchasing Policy, including competitive Request for Proposals process, to implement strategies that were selected as part of an outcomes framework to evaluate progress toward the selected needs over time.
3. One-Time Investments—Smaller annual grants to address the top 6 priority needs. Community partners will be selected by a competitive Request for Proposals process.

During the Board of Supervisors discussion, the Board requested the recommended Legacy Programs make presentations to the Board. The six Legacy Programs are:

1. Children's Alliance
2. Senior Coalition
3. Court-Appointed Special Advocates (CASA)

4. Food Bank of Contra Costa and Solano
5. Veteran's Court Case Manager
6. North-Bay Stand Down

This budget contains \$1,300,000 to implement deep programming, \$250,000 to implement one-time investments, and \$118,751 to continue the Children's Alliance Legacy Program. The other Legacy programs will continue through the departments they are currently funded.

Deep Programs: The Board of Supervisors designated \$1.3 million to address the top 3 needs in the county starting in FY2020/21:

1. *Mental Health* – Mental Health was ranked the highest need in Solano County. In particular, local experts shared that Solano County should clarify the existing System of Care and access points for mental health services and then widely share that information via a community engagement campaign. Secondly, Solano County should help to increase provider understanding of how to respond to residents with mental health needs; one way is by sharing the System of Care and another way is to train providers on Mental Health First Aid to better connect clients to mental health services.

To implement these strategies, staff have engaged with Touro University's Public Health Department to assist in the mapping of the mental health System of Care and community engagement campaign. Additionally, a Request for Proposals was released to identify contractors that can provide Mental Health First Aid training. These two mental health strategies comprise \$700,000 of the \$1.3 million designated for deep investments and recommended to be funded annually for three years commencing FY2020/21 - 2023.

2. *Housing* – Housing was ranked the second highest need in Solano County. While there are many aspects to "housing," housing affordability for lower income residents who are spending the majority of their income on housing was the main thread. The Board expressed interest in addressing affordable housing as it relates to reducing homelessness. To that end, the County Administrator's Office has hired staff with housing expertise. \$200,000 per year for three years has been designated for this staff person to assist in their work with cities to sustain and increase the supply of affordable housing.
3. *Homelessness* – Homelessness was ranked the third highest need in Solano County. Experts cited the lack of coordination efforts and resources between entities trying to address homeless, as well as the lack of provider/community understanding of how to respond to persons who are homeless/at risk of homelessness as the problem to be addressed. A Request for Proposals will identify contractors to provide innovative ideas to create solutions to address homelessness in Solano. These ideas could establish an additional homelessness initiative, provision of technical assistance to providers to increase coordination of care, pursuit of external funding, or could also be a complement to an existing effort to address homelessness. Approximately \$500,000 per year for three years will be dedicated to this area, via multiple grants to community partners.

One-Time Grants: The one-time grants are designated to address any of the top 6 needs in the county:

1. Mental Health
2. Housing
3. Homelessness
4. Early Education
5. Youth Development
6. Safe and stable environments for children

These one-time grants are to be funded up to \$50,000 per proposal for a one-year commitment beginning in FY2020/21, with \$250,000 designated annually. The proposals will be selected via a competitive Request for Proposal (RFP) process. Additionally, the RFP process will establish an eligibility list, so other worthy proposals will be ranked and may be funded should funding become available.

**Michele Harris, Executive Director
Health & Public Assistance**

Legacy Programs: Programs funded by the Board to serve a specific population. The six Legacy Programs are:

1. Solano Children's Alliance (included in this budget unit)
2. Senior Coalition (included in another BU)
3. Court-Appointed Special Advocates (CASA) (included in another BU)
4. Food Bank of Contra Costa and Solano (included in another BU)
5. Veteran's Court Case Manager (included in another BU)
6. North-Bay Stand Down (included in another BU)

Lastly, this budget unit also includes:

- \$12,500 County contribution to the Solano Child Care Local Planning Council (CCPC), whose mission is to ensure that all families and children in Solano County have access to quality and affordable child care. The CCPC is primarily funded by the California Department of Education.
- \$50,000 re-budgeted for a grant from Yocha Dehe for basic needs which is active through December 2020.
- \$65,000 for First 5 Solano staff to manage Board funded contracts.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- In FY2019/20, provided safety net services through Family Resource centers to over 500 at-risk families various services and assistance, including case management, financial planning, and parent education.

WORKLOAD INDICATORS

- Maintained eight direct service contracts.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$1,089,690 or 146% in revenues and an increase of \$1,139,691 or 152.7% in appropriations when compared to the FY2019/20 Adopted Budget, resulting in a decrease in Fund Balance of \$50,001. The Recommended Budget includes a General Fund Contribution of \$1,746,250, an increase of \$1,129,690 over the FY2019/20 Adopted Budget. This increase is offset by decreases in General Fund Contributions for noncounty agencies elsewhere in the overall County Budget to account for the transition of contracts managed through the Community Investment Fund.

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 and should they change the recommendation, this change will be included in supplemental budget.

Primary Funding Sources

The primary funding source for the Department is County General Fund and the Children's Trust Fund.

Contracts

The FY2020/21 Recommended Budget includes a total of \$1,808,751 in contracted services which includes the following significant contracts:

- \$128,028 for contracts related to the Children's Trust Fund and Yocha Dehe Basic Needs (contractors to be determined)
- \$130,723 for Children's Network of Solano County for the Solano Children's Alliance
- \$1,550,000 for the implementation of the Community Investment Fund in FY2020/21

Fixed Assets

None.

See related Budget Unit 9126 – Fund 151 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	10,763	0	0	0	0.0%
CHARGES FOR SERVICES	124,991	130,000	90,000	(40,000)	(30.8%)
MISC REVENUE	300,000	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	716,560	616,560	1,746,250	1,129,690	183.2%
TOTAL REVENUES	1,152,315	746,560	1,836,250	1,089,690	146.0%
APPROPRIATIONS					
OTHER CHARGES	1,090,005	746,560	1,886,251	1,139,691	152.7%
TOTAL APPROPRIATIONS	1,090,005	746,560	1,886,251	1,139,691	152.7%
NET CHANGE	(62,310)	0	50,001	50,001	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

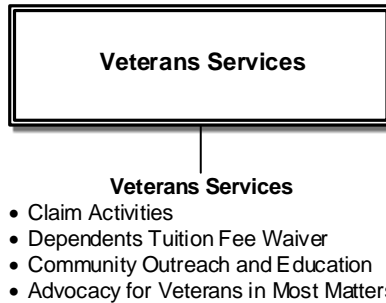
There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact this budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Should the Board choose to alter the General Fund contribution, adjustments to this Budget Unit will need to be made.

Ted Puntillo, Director of Veterans Services
Veterans Services



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:

FY2019/20 Midyear Projection:	765,732
FY2020/21 Recommended:	845,204
County General Fund Contribution:	515,204
Percent County General Fund Supported:	61.0%
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

The Solano County Veterans Services Office continues to maintain one of the highest volumes of claim work and is recognized for its excellent level of service. The Office has been rated as the number one office in the State of California for veteran participation rate. Solano County serves approximately 35.7% of the veteran population when compared to a 28% 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 benefit awards per capita. The Department filed 12,243 claims in FY2019/20 resulting in \$24.1 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 continues to increase, providing service to an average of 60 veterans per day in FY2019/20, projected to increase to an anticipated 65 veterans per day in FY2020/21. To serve this growing demand, the Board of Supervisors approved extending the Limited-Term Veterans Services Counselor position to June 30, 2021, funded with an anticipated increase in revenue from the State.

Functional Area Summary

5800 – Fund 001-Veterans Services Ted Puntillo, Director of Veterans Services Veterans Services

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
VETERANS SERVICES	337,905	310,000	330,000	20,000	6.5%
TOTAL REVENUES	337,905	310,000	330,000	0	6.5%
APPROPRIATIONS					
VETERANS SERVICES	754,426	790,537	845,204	54,667	6.9%
TOTAL APPROPRIATIONS	754,426	790,537	845,204	54,667	6.9%
NET COUNTY COST					
VETERANS SERVICES	416,521	480,537	515,204	34,667	7.2%
NET COUNTY COST	416,521	480,537	515,204	34,667	7.2%
STAFFING					
VETERANS SERVICES	6	6	6	0	0.0%
TOTAL STAFFING	6	6	6	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$20,000 or 6.5% in subvention revenues from the State to provide veteran services and an increase of \$54,667 or 6.9% in appropriations when compared to the FY2019/20 Adopted Budget.

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 \$330,000 in subvention funding.

Primary Costs

The increase in Salaries and Employee Benefits totaling \$45,829 or 7.5%, is primarily due to negotiated and approved labor contracts resulting in increases in wages and CalPERS retirement costs. The increase of \$7,573 or 8.9% in total Services and Supplies is due to an increase in Central Data Processing Services costs, offset by a reduction in travel and personal mileage expenses.

Contracts

None requiring Board approval.

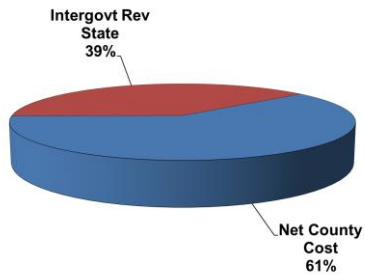
Fixed Assets

None.

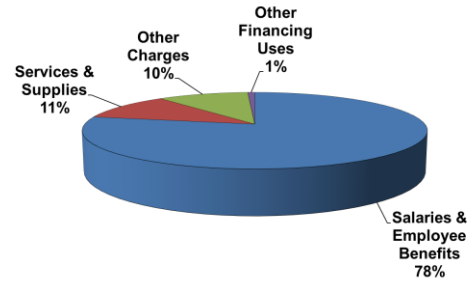
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



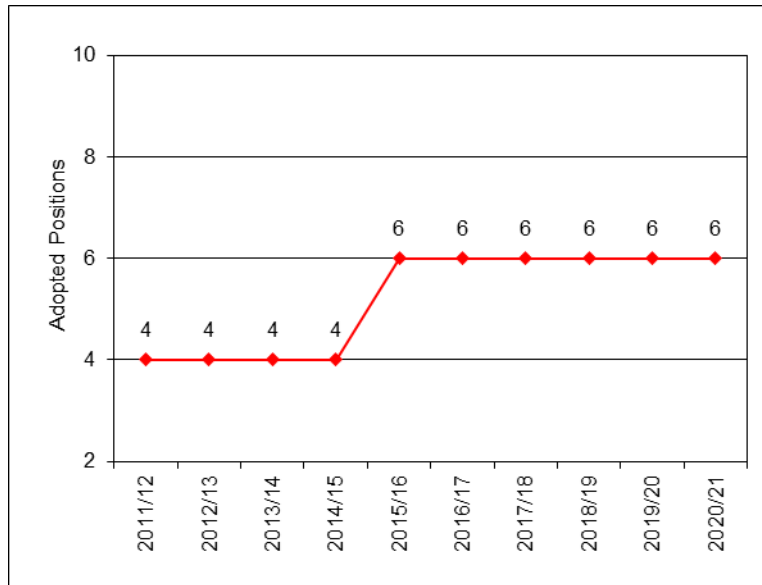
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	337,905	310,000	330,000	20,000	6.5%
TOTAL REVENUES	337,905	310,000	330,000	20,000	6.5%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	590,682	612,026	657,855	45,829	7.5%
SERVICES AND SUPPLIES	80,639	84,825	92,398	7,573	8.9%
OTHER CHARGES	73,471	83,686	84,382	696	0.8%
OTHER FINANCING USES	5,909	6,000	6,569	569	9.5%
INTRA-FUND TRANSFERS	3,724	4,000	4,000	0	0.0%
TOTAL APPROPRIATIONS	754,426	790,537	845,204	54,667	6.9%
NET COUNTY COST	416,521	480,537	515,204	34,667	7.2%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

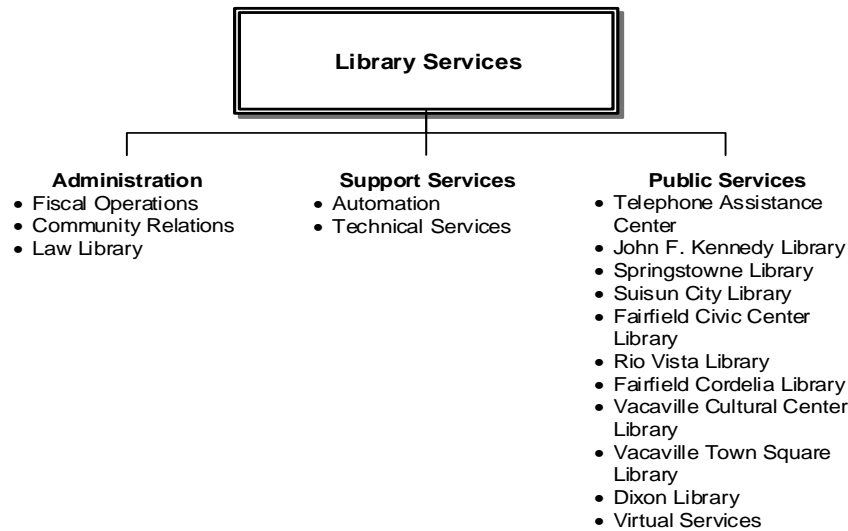
There are no changes in position allocation.

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.

COVID-19 – The Recommended Budget was prepared and submitted prior to COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Veterans Services' budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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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:

FY2019/20 Midyear Projection:	23,733,823
FY2020/21 Recommended:	24,003,682
County General Fund Contribution:	320,827
Percent County General Fund Supported:	1.3%
Total Employees (FTEs):	129.23

FUNCTION AND RESPONSIBILITIES

The Solano County Library provides a full complement of hours, services, and programs at nine branches in the cities of Dixon, 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, 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 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 passage of two sales tax measures dedicated to Library services.

Bonnie Katz, Director of Library Services
Library Services

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTSChallenges:

- 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.
- 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.
- The Department modified its services as a result of the COVID-19 pandemic, increasing online access to materials and closing its lobbies to the public. In FY2020/21, the Department will be working to expand access to library services while continuing to address social distancing requirements.

Accomplishments:

- AMH (Automated Materials Handling). The Library began the implementation of AMH equipment. AMH checks in and sorts library materials, improves efficiency of staff time and resources, and contributes to increased accuracy of library accounts. In the branches where the equipment has been installed, Fairfield Civic Center, John F. Kennedy, and Cordelia libraries. AMH makes it easier and faster for customers to check in library materials. Additional branches that will have the equipment installed include the Suisun City Library, Vacaville Cultural Center and Vacaville Town Square libraries.
- The Library expanded its collection with the introduction of WIFI hotspot lending for the home or on the go. Customers can check out the hotspots at any branch of the Library.
- 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.
- Women's History Month was celebrated with a variety of programs that were funded by the Women's History Luncheon which began in 2007. Since its inception, over \$59,000 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 Paint Night programs at the Fairfield Civic Center Library, John F. Kennedy Library, and the Vacaville Cultural Center Library. The 2020 event, a special program, a Conversation with bestselling author Amy Tan, was scheduled, but had to be postponed to the fall of 2020 due to the Covid-19 pandemic.
- The Dixon Public Library Board (DPL) approached the County to explore the possibility of contracting with the County Library to operate the Dixon Public Library. After months of negotiations to work out a contract for service, DPL contracted with the County Library to have the County Library operate DPL. On January 1, Dixon Public Library employees became County employees and the Dixon Library is currently operating as a branch of the County Library.
- Musical Instruments are now available for check out. Customers of all ages can explore and try out these new instruments at no cost with a library card. Instruments include ukuleles, violins, keyboards, drum sets, and acoustic and electric guitars.

WORKLOAD INDICATORS

During the period of July 1, 2018 – June 30, 2019:

- 1,889,095 in library materials were circulated by the Library
- 1,454,986 individual visits to the library branches
- 1,217,617 people "virtually" visited the library at www.solanolibrary.com
- 31,741 hours of time donated by volunteers
- 152,716 people attended 3,909 library programs
- 159,716 digital downloads

Functional Area Summary

6300 – Fund 004-Library Bonnie Katz, Director of Library Services Library Services

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LIBRARY ADMINISTRATION	21,722,717	21,452,654	22,831,628	1,378,974	6.4%
PUBLIC SERVICES	315,082	265,113	203,855	(61,258)	(23.1%)
SUPPORT SERVICES	256,127	270,720	199,650	(71,070)	(26.3%)
TOTAL REVENUES	22,293,926	21,988,487	23,235,133	1,246,646	5.7%
APPROPRIATIONS					
LIBRARY ADMINISTRATION	3,977,286	5,345,470	4,790,671	(554,799)	(10.4%)
PUBLIC SERVICES	11,596,944	11,771,306	13,197,776	1,426,470	12.1%
SUPPORT SERVICES	4,532,477	5,896,787	6,015,235	118,448	2.0%
TOTAL APPROPRIATIONS	20,106,707	23,013,563	24,003,682	990,119	4.3%
CHANGE IN FUND BALANCE					
LIBRARY ADMINISTRATION	(17,745,431)	(16,107,184)	(18,040,957)	(1,933,773)	12.0%
PUBLIC SERVICES	11,281,861	11,506,193	12,993,921	1,487,728	12.9%
SUPPORT SERVICES	4,276,350	5,626,067	5,815,585	189,518	3.4%
CHANGE IN FUND BALANCE	(2,187,220)	1,025,076	768,549	(256,527)	(25.0%)
STAFFING					
LIBRARY ADMINISTRATION	22.55	22.80	22.80	0.0	0.0%
PUBLIC SERVICES	82.0	82.0	89.4	7.4	9.1%
SUPPORT SERVICES	16.0	17.0	17.0	0.0	0.0%
TOTAL STAFFING	120.55	121.80	129.23	7.4	6.1%

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$1,246,646 or 5.7% in revenues and an increase of \$990,119 or 4.3% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, use of Fund Balance decreased \$256,527 or 25.0%.

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. The funding source has been impacted as a result of the COVID-19 pandemic, the extent of the impact is unclear and will require further revision in FY2020/21. The Department continues to explore additional ways to minimize costs by streamlining services and programs while striving to maintain its level of services.

The FY2020/21 Recommended Budget includes a \$1,246,646 or 5.7% increase in revenues primarily due to the following:

- Property and sales tax revenues reflect an increase of \$379,550.
- Revenue from use of Money/Property reflects a decrease of \$185,402 primarily due to a decrease in interest income.
- Intergovernmental Revenues reflect a decrease of \$72,689 primarily due to a decrease in revenue received for automation services provided to Solano Partner Libraries and St. Helena (SPLASH) consortium relating to the Dixon Public Library no longer paying into this consortium.
- Charges for Services reflect an increase of \$1,199,034, primarily due to an increase in revenue for library services provided to the Vacaville Library District, Dixon Public Library and Law Library. The Dixon Public Library entered into an agreement with the County Library for the Library to provide administrator services to Dixon.
- Other Financing Sources reflect a decrease of \$78,303 primarily due to a reduction in property tax revenue Transfers-In from the four Library Zones.

**Bonnie Katz, Director of Library Services
Library Services**

- The General Fund Contribution to the Library of \$320,827 reflects an increase of \$4,456.

Primary Costs

The FY2020/21 Preliminary Recommended Budget of \$24,003,682 includes a \$990,119 or 4.3% increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$747,089, or 5.3% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- Services and Supplies reflect an increase of \$109,540 primarily due to refreshing the Library's public and staff computers; increasing property and liability insurance costs; and additional building maintenance and household expenses for the Dixon Public Library. These increases are offset by decreases in professional services and consulting services due to the awarding of the contract for the Facilities Master Plan in FY2019/20.
- Other Charges reflect an increase of \$187,706 primarily due to an increase of \$297,831 in Interfund Services, which reflects a decision to increase the level of security provided by the Sheriff at several Library branches, as well as increases in charges from facility operations, grounds maintenance and custodial services; and offset by a decrease of \$109,625 in Countywide Administrative Overhead charges.
- Fixed Assets reflect a decrease of \$60,000 primarily due to the completion of a desk replacement project in FY2019/20.

Contracts

The FY2020/21 Recommended Budget includes a total of \$1,042,490 in contracted services, which includes the following significant contracts:

- \$252,500 for maintenance on the integrated library system
- \$233,905 for custodial services at seven library branches located in non-county owned buildings
- \$214,500 for online integrated hardware and software library automation services
- \$71,734 for inter-library borrowing of materials through Link+, a library member consortium
- \$43,000 for collection services for delinquent Library accounts
- \$33,625 for fire and security alarm inspections, monitoring and maintenance services
- \$26,210 for cataloging and metadata services for library materials
- \$18,239 for maintenance services for RFID (Radio Frequency Identification) equipment
- \$15,030 for delivery services of Link+ materials

Fixed Assets

The FY2020/21 Recommended Budget includes the following fixed assets:

- \$439,500 for the enclosure and conversion of 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.
- \$300,000 for construction related costs at five library branches for renovations to complete the automated materials handling project.
- \$30,000 to re-budget the replacement of five library branch file servers that are at the end of their useful life.

Reserves/Contingency

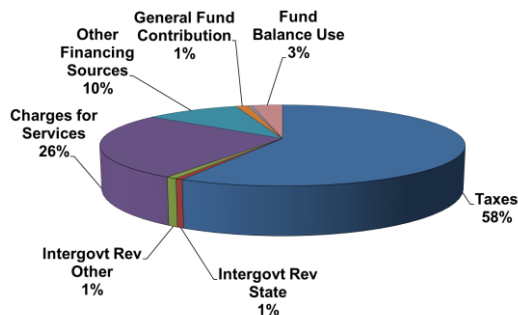
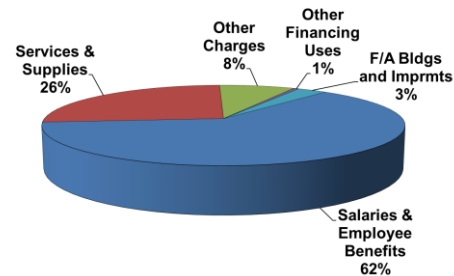
The FY2020/21 Recommended Budget includes \$1,000,000 appropriation to the Library's Reserve budget (Fund 004 - BU 9104), and an equipment contingency for SPLASH of \$429,357 for upgrades to the Library's automation system.

See related Budget Unit 9304 – Fund 004 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

The Department began a facility needs assessment in FY2019/20 with an estimated completion for the fall of 2020. The Department 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 is also in the process of updating its current website to provide easier access for its customers, in addition to establishing a new marketing plan to enable the Department the ability 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 129.23 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 decrease with the onset of the COVID-19 pandemic, the Department will continue to review staffing levels, delivery of library services, and ways to streamline or automate further. The Department anticipates having a balanced budget for the next three fiscal years.

SOURCE OF FUNDS**USE OF FUNDS**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	14,083,357	13,502,698	13,882,248	379,550	2.8%
REVENUE FROM USE OF MONEY/PROP	368,854	267,600	82,198	(185,402)	(69.3%)
INTERGOVERNMENTAL REV STATE	166,556	139,617	137,998	(1,619)	(1.2%)
INTERGOVERNMENTAL REV FEDERAL	4,858	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	293,471	270,720	199,650	(71,070)	(26.3%)
CHARGES FOR SERVICES	4,863,066	5,054,423	6,253,457	1,199,034	23.7%
MISC REVENUE	2,580	0	0	0	0.0%
OTHER FINANCING SOURCES	2,216,733	2,437,058	2,358,755	(78,303)	(3.2%)
GENERAL FUND CONTRIBUTION	294,451	316,371	320,827	4,456	1.4%
TOTAL REVENUES	22,293,927	21,988,487	23,235,133	1,246,646	5.7%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	12,467,566	14,224,956	14,972,045	747,089	5.3%
SERVICES AND SUPPLIES	4,157,902	6,130,263	6,239,803	109,540	1.8%
OTHER CHARGES	1,634,691	1,701,628	1,889,334	187,706	11.0%
F/A BLDGS AND IMPRMTS	1,382,719	739,500	739,500	0	0.0%
F/A EQUIPMENT	352,773	90,000	30,000	(60,000)	(66.7%)
OTHER FINANCING USES	111,055	127,216	133,000	5,784	4.5%
TOTAL APPROPRIATIONS	20,106,707	23,013,563	24,003,682	990,119	4.3%
CHANGE IN FUND BALANCE	(2,187,220)	1,025,076	768,549	(256,527)	(25.0%)

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 FY2019/20 Budget are provided below. All positions are funded with property and sales tax revenue dedicated to the Library Fund.

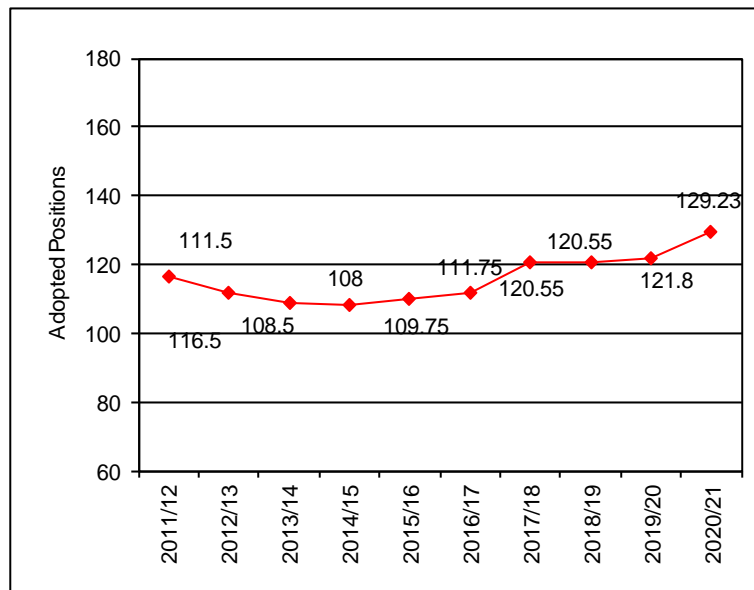
On March 10, 2020, the following position allocation changes were approved by the Board:

- Added 1.0 FTE Library Associate
- Deleted 1.0 FTE Library Assistant (Supervising)
- Added 7.43 FTE due to the acquisition of the Dixon Public Library staff

The FY2020/21 Recommended Budget includes the following position changes:

- Add 1.0 FTE Office Assistant III – This position will serve as a lead clerical worker, performing a variety of administrative and clerical tasks independently.
- Delete 1.0 FTE Clerical Operations Supervisor (C) – The Library evaluated its current administrative needs and found that the vacant Clerical Operations Supervisor position was no longer warranted as the size of the administrative clerical staff has decreased over the years.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The Library continues to address its structural operating deficit having achieved a balanced budget for the last five 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 is in the process of updating 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

Functional Area Summary

6300 – Fund 004-Library Bonnie Katz, Director of Library Services Library Services

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 has issued an RFP to update its facilities master plan which it will work on this fiscal year. The existing plan was a twenty-year plan that was developed in 2000 and is at its "end of life." The update needs to incorporate numerous changes in libraries, especially in automation, and 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 five-year strategic plan.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Library Services budget, most specifically how patrons may continue to utilize library services, how gatherings may take place moving forward, and how these impacts may affect the revenue. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
6150 LIBRARY ZONE 1	1,705,053	1,544,633	1,804,588	259,955	16.8%
6180 LIBRARY ZONE 2	46,341	47,902	46,843	(1,059)	(2.2%)
6166 LIBRARY ZONE 6	20,986	21,732	21,249	(483)	(2.2%)
6167 LIBRARY ZONE 7	485,192	505,022	518,250	13,228	2.6%
2280 LIBRARY - FRIENDS & FOUNDATION	144,972	146,700	148,000	1,300	0.9%
APPROPRIATIONS					
6150 LIBRARY ZONE 1	1,696,825	1,843,277	1,804,588	(38,689)	(2.1%)
6180 LIBRARY ZONE 2	45,810	50,016	46,843	(3,173)	(6.3%)
6166 LIBRARY ZONE 6	20,571	23,910	21,249	(2,661)	(11.1%)
6167 LIBRARY ZONE 7	482,323	547,902	518,250	(29,652)	(5.4%)
2280 LIBRARY - FRIENDS & FOUNDATION	127,259	209,265	214,265	5,000	2.4%
NET CHANGE					
6150 LIBRARY ZONE 1	(8,228)	298,644	0	(298,644)	(100.0%)
6180 LIBRARY ZONE 2	(532)	2,114	0	(2,114)	(100.0%)
6166 LIBRARY ZONE 6	(416)	2,178	0	(2,178)	(100.0%)
6167 LIBRARY ZONE 7	(2,870)	42,880	0	(42,880)	(100.0%)
2280 LIBRARY - FRIENDS & FOUNDATION	(17,714)	62,565	66,265	3,700	5.9%

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 \$259,955 or 16.8% in revenues and a decrease of \$38,689 or 2.1% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2020/21 Recommended Budget includes \$1,804,588 in revenue, which reflects an increase of \$259,955 or 16.8%. This figure was developed pre-COVID-19 pandemic and may need to be revised in FY2020/21.

Primary Costs

The FY2020/21 Recommended Budget of \$1,804,588 includes a decrease of \$38,689 or 2.1% 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	1,665,080	1,524,597	1,787,667	263,070	17.3%
REVENUE FROM USE OF MONEY/PROP	12,773	5,473	2,659	(2,814)	(51.4%)
INTERGOVERNMENTAL REV STATE	14,693	14,563	14,262	(301)	(2.1%)
INTERGOVERNMENTAL REV FEDERAL	374	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	12,133	0	0	0	0.0%
TOTAL REVENUES	1,705,053	1,544,633	1,804,588	259,955	16.8%
APPROPRIATIONS					
SERVICES AND SUPPLIES	13,154	15,246	17,770	2,524	16.6%
OTHER CHARGES	2,587	1,506	2,028	522	34.7%
OTHER FINANCING USES	1,681,084	1,826,525	1,784,790	(41,735)	(2.3%)
TOTAL APPROPRIATIONS	1,696,825	1,843,277	1,804,588	(38,689)	(2.1%)
CHANGE IN FUND BALANCE	(8,228)	298,644	0	(298,644)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

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 \$1,059 or 2.2% in revenues and a decrease of \$3,173 or 6.3% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2020/21 Recommended Budget includes \$46,843 in revenue, which reflects a decrease of \$1,059 or 2.2%. This figure was developed pre-COVID-19 pandemic and may need to be revised in FY2020/21.

Primary Costs

The FY2020/21 Recommended Budget of \$46,843 includes a net decrease of \$3,173 or 6.3% 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	45,789	47,495	46,482	(1,013)	(2.1%)
REVENUE FROM USE OF MONEY/PROP	205	72	42	(30)	(41.7%)
INTERGOVERNMENTAL REV STATE	338	335	319	(16)	(4.8%)
INTERGOVERNMENTAL REV FEDERAL	9	0	0	0	0.0%
TOTAL REVENUES	46,341	47,902	46,843	(1,059)	(2.2%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	535	712	693	- 19	0.0%
OTHER CHARGES	4,659	714	1,419	705	98.7%
OTHER FINANCING USES	40,616	48,590	44,731	(3,859)	(7.9%)
TOTAL APPROPRIATIONS	45,810	50,016	46,843	(3,173)	(6.3%)
CHANGE IN FUND BALANCE	(532)	2,114	0	(2,114)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

This budget provides revenue to offset expenses for the Vallejo Library's services.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$483 or 2.2% in revenues and a decrease of \$2,661 or 11.1% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2020/21 Recommended Budget includes \$21,249 in revenue, which reflects a decrease of \$483 or 2.2%. This figure was developed pre-COVID-19 pandemic and may need to be revised in FY2020/21.

Primary Costs

The FY2020/21 Recommended Budget of \$21,249 includes a net decrease of \$2,661 or 11.1% 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

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	20,697	21,539	21,088	(451)	(2.1%)
REVENUE FROM USE OF MONEY/PROP	125	48	26	(22)	(45.8%)
INTERGOVERNMENTAL REV STATE	146	145	135	(10)	(6.9%)
INTERGOVERNMENTAL REV FEDERAL	19	0	0	0	0.0%
TOTAL REVENUES	20,986	21,732	21,249	(483)	(2.2%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	251	323	314	(9)	(2.8%)
OTHER CHARGES	346	412	445	33	8.0%
OTHER FINANCING USES	19,974	23,175	20,490	(2,685)	(11.6%)
TOTAL APPROPRIATIONS	20,571	23,910	21,249	(2,661)	(11.1%)
CHANGE IN FUND BALANCE	(416)	2,178	0	(2,178)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

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 \$13,228 or 2.6% in revenues and a decrease of \$29,652 or 5.4% in appropriations when compared to the FY2019/20 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2020/21 Recommended Budget includes \$518,250 in revenue, which reflects an increase of \$13,228 or 2.6%. This figure was developed pre-COVID-19 pandemic and may need to be revised in FY2020/21.

Primary Costs

The FY2020/21 Recommended Budget of \$518,250 includes a net decrease of \$29,652 or 5.4% 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	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	478,582	500,247	514,040	13,793	2.8%
REVENUE FROM USE OF MONEY/PROP	2,746	1,083	571	(512)	(47.3%)
INTERGOVERNMENTAL REV STATE	3,725	3,692	3,639	(53)	(1.4%)
INTERGOVERNMENTAL REV FEDERAL	139	0	0	0	0.0%
TOTAL REVENUES	485,192	505,022	518,250	13,228	2.6%
APPROPRIATIONS					
SERVICES AND SUPPLIES	5,562	7,504	7,657	153	2.0%
OTHER CHARGES	1,702	1,630	1,849	219	13.4%
OTHER FINANCING USES	475,059	538,768	508,744	(30,024)	(5.6%)
TOTAL APPROPRIATIONS	482,323	547,902	518,250	(29,652)	(5.4%)
CHANGE IN FUND BALANCE	(2,870)	42,880	0	(42,880)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

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 \$1,300 or 0.9% in revenues and an increase of \$5,000 or 2.4% in appropriations when compared to the FY2019/20 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 FY2020/21 Recommended Budget includes \$148,000 in revenue, which reflects an increase of \$1,300 or 0.9%. The figures in this budget were prepared pre-COVID-19 pandemic and several fundraising events have since been canceled, the budget may need to be revisited in FY2020/21.

Primary Costs

The FY2020/21 Recommended Budget of \$214,265 includes an increase of \$5,000 or 2.4% in appropriations, which reflects increases in Office Expense and Meals/Refreshments.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9228 - Fund 228 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	3,497	2,200	3,500	1,300	59.1%
INTERGOVERNMENTAL REV FEDERAL	250	0	0	0	0.0%
CHARGES FOR SERVICES	2,582	0	0	0	0.0%
MISC REVENUE	138,643	144,500	144,500	0	0.0%
TOTAL REVENUES	144,972	146,700	148,000	1,300	0.9%
APPROPRIATIONS					
SERVICES AND SUPPLIES	127,259	209,265	214,265	5,000	2.4%
TOTAL APPROPRIATIONS	127,259	209,265	214,265	5,000	2.4%
CHANGE IN FUND BALANCE	(17,714)	62,565	66,265	3,700	5.9%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Library Special Revenue budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

**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:

FY2019/20 Midyear Projection:	328,838
FY2020/21 Recommended:	374,923
County General Fund Contribution:	374,923
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:

- State funding for the UC Division of Agriculture and Natural Resources (ANR) has not increased while costs continue to rise. This creates a significant budget shortfall for ANR which is severely limiting our ability to fill academic positions that develop programs to serve the citizens of Solano County.

Accomplishments:

- UCCE Ag Advisors addressed agricultural productivity and marketing issues in FY2019/20 including: evaluating locally-grown barley varieties for the micro-brewing industry, providing farmers information and tools for improved nitrogen fertilization and reporting, evaluating disease resistance and economic benefit of using grafted tomato plants for both processing and market tomatoes, investigating orchard tree root stocks that are disease resistant and boron tolerant, publishing production cost studies which are necessary in obtaining farm loans, and determining the effect of climate change on crop production.

- 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 weed control in garbanzo beans; broomrape in tomato plants; nematodes in walnuts; ryegrass control in wheat; cucumber beetle in organic melons; organic weed pest control strategies; 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 past drought and new regulations. Our Advisors have active projects on providing weekly soil moisture loss data to inform irrigation scheduling, selecting water efficient tree rootstocks, and water quality curriculum for livestock producers.
- UCCE organized workshops to enable farmers and ranchers to comply with a new law requiring them to measure and report water diversion for their agricultural operations.
- UCCE hired a Climate Smart Agriculture educator to help with farmers and ranchers apply for California Department of Food and Agriculture grants that fund practices that increase carbon sequestration and water efficiency.
- UCCE Master Gardeners are working with two public schools in Benicia providing students with hands-on education on how to grow edible plants.
- The UCCE Urban Integrated Pest Management program continued research trials on organic herbicide efficacy, specifically for use in school and other public zones.
- The Master Food Preserver (MFP) program graduated nine more volunteers who completed their MFP training and certification program.
- The MFP program held 17 public workshops on safe home food preservation, including pickling, jams and jellies, kombucha, steam juicing, and dried fruit.
- UCCE continued its 4-H Military program, a USDA grant-funded program to bring 4-H program activities to youths of families stationed at Travis AFB.
- The Solano County 4-H program was one of six county 4-H programs in the State that was compliant with mandated targets to reach underserved ethnic groups.

WORKLOAD INDICATORS

- During the Solano County Fair Youth Ag Day in 2019, 27 adult and 52 youth volunteers designed and delivered activities to teach over 3,000 third grade students about various aspects of agriculture in the county. The planned Ag Day for 2020 was cancelled because of the COVID-19 pandemic.
- The 4-H Military program provided 1,440 hours of programming to approximately 1,060 military youth.
- 4-H community clubs serve 419 youth with the help of 151 adult volunteers.
- The 4-H STEM program trained 21 teen-as-teacher volunteers who delivered STEM curriculum to over 800 youth in underserved communities at after school sites.
- The Solano County Master Gardener Program provides science-based information and advice on home gardening and landscape practices. In FY2018/19, 137 Master Gardener volunteers contributed a total of 7,239 hours of service to their communities, providing 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.
- The Master Food Preserver (MFP) program has 24 volunteers who provide the public with information and trainings on safe home food preservation. In FY2018-19 the MFP program completed 17 workshops and events reaching 1,050 residents.
- UCCE Agricultural Advisors collectively held 85 extension meetings, gave 44 extension presentations, and wrote 56 peer-reviewed journal and audience-requested publications.

6200 – Fund 001-Cooperative Extension
Morgan Doran, Multi-County Partnership Director
Agricultural Education

Functional Area Summary

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
UC COOPERATIVE EXTENSION	311,612	328,838	374,923	46,085	14.0%
TOTAL APPROPRIATIONS	311,612	328,838	374,923	46,085	14.0%
NET COUNTY COST					
UC COOPERATIVE EXTENSION	311,612	328,838	374,923	46,085	14.0%
NET COUNTY COST	311,612	328,838	374,923	46,085	14.0%

STAFFING					
UC COOPERATIVE EXTENSION	0	0	0	0	0.0%
TOTAL STAFFING	0	0	0	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$46,085 or 14% in appropriations when compared to the FY2019/20 Adopted Budget. As a result, the Net County Cost increased by \$46,085 or 14%.

Primary Funding Source

The funding source for the service agreement with UC Cooperative Extension, Davis, is the County General Fund.

Primary Costs

The FY2020/21 Recommended Budget includes an \$8,000 increase in appropriations to the University of California and a \$38,585 increase in County A-87 charges.

Contracts

The FY2020/21 Recommended Budget includes \$300,000 to the University of California for providing University of California Cooperative Extension (UCCE) programs to Solano County through June 30, 2021, and in-kind costs of \$74,923 for a facility in Fairfield to house program operations, custodial and grounds keeping services, telephone and print services.

Fixed Assets

None.

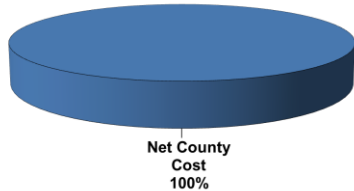
DEPARTMENT COMMENTS

On June 30, 2019, UC Cooperative Extension entered its second five-year Interlocal Agreement between the Regents of the UC, Sacramento County, Solano County and Yolo County that creates 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.

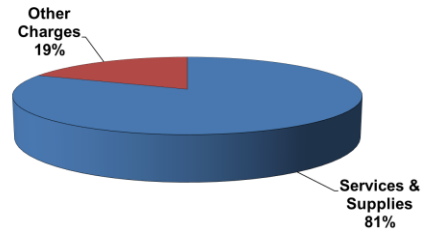
Functional Area Summary

6200 – Fund 001-Cooperative Extension Morgan Doran, Multi-County Partnership Director Agricultural Education

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SERVICES AND SUPPLIES	279,031	297,500	305,000	7,500	2.5%
OTHER CHARGES	32,545	31,338	69,923	38,585	123.1%
INTRA-FUND TRANSFERS	36	0	0	0	0.0%
TOTAL APPROPRIATIONS	311,612	328,838	374,923	46,085	14.0%
NET COUNTY COST	311,612	328,838	374,923	46,085	14.0%

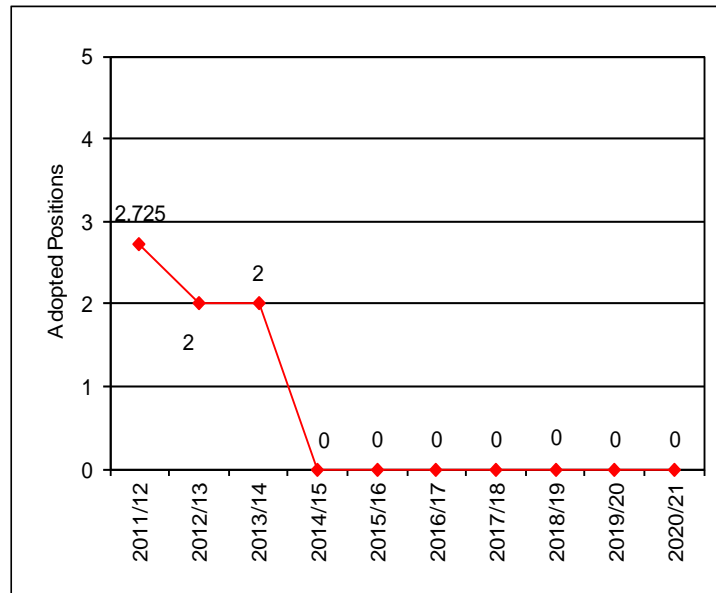
SUMMARY OF SIGNIFICANT ADJUSTMENTS

The \$46,085 or 14% increase in the Recommended Budget is primarily attributed to an increase in Countywide Admin Overhead and the service agreement with UC Cooperative Extension.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget. In 2014, the current Inter-local Agreement between the Regents of the UC, Sacramento County, Solano County, and Yolo County was approved by all members, and the two former County employees transitioned to UC employment.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

State funding for the UC Division of Agriculture and Natural Resources (ANR) continues to be flat. As a result, ANR is not filling critical academic positions, specific programs will not be provided, and State funding for 0.15 FTE for a 4-H Program Representative was eliminated; therefore, in FY2019/20, the County used additional General Fund to maintain the 0.15 FTE 4-H Program Representative, this has continued into FY2020/21.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Cooperative Extension budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

9301 – Fund 001-Contingencies-General Fund**Birgitta E. Corsello, County Administrator
Legislative & Administration**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	12,000,000	12,000,000	0	0.0%
TOTAL APPROPRIATIONS	0	12,000,000	12,000,000	0	0.0%

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 COVID-19 impacts and 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 FY2020/21 Recommended General Fund Budget totals \$294,769,415 excluding the \$12,000,000 for contingency. The Recommended General Fund contingency of \$12,000,000 is equal to 4.1% of the Recommended General Fund Budget for FY2020/21.

PENDING ISSUES AND POLICY CONSIDERATIONS

In considering the setting of contingency for FY2020/21, there are a number of uncertainties that may impact the County. Please refer to the Budget Summary Section of the FY2020/21 Recommended Budget for further details. In FY2019/20, due to the COVID-19 pandemic emergency response, the Board approved an appropriation from General Fund Contingencies of \$2,000,000. This budget reflects a recommendation to increase this Budget for FY2020/21 back to \$12,000,000 by \$2,000,000 from year-end Fund Balance.

9124 – Fund 296-Contingencies-Public Facilities Fee**Birgitta E. Corsello, County Administrator****Plant Acquisition**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	29,507,655	34,199,921	4,692,266	15.9%
TOTAL APPROPRIATIONS	0	29,507,655	34,199,921	4,692,266	15.9%

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 \$34,199,921. This amount reflects the estimated funding available based on the FY2019/20 Midyear Projections and is restricted in its use.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9306 – Fund 006-Contingencies-Accumulated Capital Outlay (ACO)**Megan M. Greve, Director of General Services
Plant Acquisition**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	3,180,776	81,375	(3,099,401)	(97.4%)
TOTAL APPROPRIATIONS	0	3,180,776	81,375	(3,099,401)	(97.4%)

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 \$81,375. This amount reflects the estimated funding available for Fund 006 restricted purposes based on the FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9402 – Fund 106-Contingencies-Public Art Projects

Megan M. Greve, Director of General Services
Promotion

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	3,463	3,953	490	14.1%
TOTAL APPROPRIATIONS	0	3,463	3,953	490	14.1%

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 \$3,953. This amount reflects the estimated funding available for the Fund 106 restricted purposes based on the FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9123 – Fund 281-Contingencies-Survey Monument Preservation**Bill Emlen, Director of Resource Management****Other General**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	60,557	10,447	(50,110)	(82.7%)
TOTAL APPROPRIATIONS	0	60,557	10,447	(50,110)	(82.7%)

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 \$10,447. This amount reflects the estimated funding available for the Fund 281 restricted purposes based on the FY2019/20 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

Krishna A. Abrams, District Attorney
Judicial

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	3,776,920	3,090,763	(686,157)	(18.2%)
TOTAL APPROPRIATIONS	0	3,776,920	3,090,763	(686,157)	(18.2%)

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 \$3,090,763. This amount reflects the estimated funding available in Fund 233 for restricted purposes outlined above based on the FY2019/20 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 or policy considerations at this time.

9391 – Fund 901-Contingencies-California Med. Fac. (CMF) Cases**Birgitta E. Corsello, County Administrator****Judicial**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	0	41,571	41,571	100.0%
TOTAL APPROPRIATIONS	0	0	41,571	41,571	100.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the California Medical Facility (CMF) Cases (BU 6800) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$41,571. This amount reflects the estimated funding available based upon FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9117 – Fund 241-Contingencies-Civil Processing Fees

Thomas A. Ferrara, Sheriff/Coroner
Public Protection

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	438,051	470,425	32,374	7.4%
TOTAL APPROPRIATIONS	0	438,051	470,425	32,374	7.4%

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 \$470,425. This amount reflects the estimated funding available based on the FY2019/20 Midyear Projections. The FY2020/21 Recommended Budget includes a use of Fund Balance for costs within the Civil program for replacement software for civil program management.

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**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	170,511	171,966	1,455	0.9%
TOTAL APPROPRIATIONS	0	170,511	171,966	1,455	0.9%

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's 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 \$171,966. This amount reflects the estimated funding available based on the FY2019/20 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.

9256 – Fund 256-Contingencies-Sheriff Office of Emergency Services Fund**Thomas A. Ferrara, Sheriff/Coroner****Public Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	6,135	6,135	0	0.0%
TOTAL APPROPRIATIONS	0	6,135	6,135	0	0.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Sheriff's Office of Emergency Services Fund 256 to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$6,135. This amount reflects the estimated funding available based upon FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9125 – Fund 326-Contingencies- Special Revenue Fund**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	335,865	468,006	132,141	39.3%
TOTAL APPROPRIATIONS	0	335,865	468,006	132,141	39.3%

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 fees 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 \$468,006. This amount reflects the estimated funding available based on the FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9119 – Fund 263-Contingencies-CJ Facility Temporary Construction Fund**Megan M. Greve, Director of General Services****Justice**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	683,908	808,450	124,542	18.2%
TOTAL APPROPRIATIONS	0	683,908	808,450	124,542	18.2%

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 \$808,450. This amount reflects the estimated funding available based on the FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9120 – Fund 264-Contingencies-Courthouse Temporary Construction Fund**Megan M. Greve, Director of General Services
Justice**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	260,660	162,871	(97,789)	(37.5%)
TOTAL APPROPRIATIONS	0	260,660	162,871	(97,789)	(37.5%)

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 \$162,871. This amount reflects the estimated funding available based on the FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9151 – Fund 035-Contingencies-Juvenile Hall Recreation-Ward Welfare Fund**Christopher Hansen, Chief Probation Officer****Detention & Corrections**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	121,812	120,821	(991)	(0.8%)
TOTAL APPROPRIATIONS	0	121,812	120,821	(991)	(0.8%)

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 \$120,821. This amount reflects the estimated funding available based on the FY2019/20 Midyear Projections. The Probation Department revised its contract with the telephone company providing collect call services to the youth detained at JDF, including the Challenge Academy, to reduce the amount of transactions fees charged and eliminated commissions received by Probation for these services in order to encourage youths to contact their families. As such, 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	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	9,566,103	9,873,414	307,311	3.2%
TOTAL APPROPRIATIONS	0	9,566,103	9,873,414	307,311	3.2%

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 \$2,835,347, Recorder's System Modernization \$6,113,054, Social Security Number Truncation \$787,560 and Electronic Recording \$137,453.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$9,873,414. This amount reflects the estimated funding available for the Fund 215 restricted purposes based on the FY2019/20 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**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	1,874,227	1,876,662	2,435	0.1%
TOTAL APPROPRIATIONS	0	1,874,227	1,876,662	2,435	0.1%

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 \$1,876,662. This amount reflects the estimated funding available based on the FY2019/20 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	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	227,143	274,520	47,377	20.9%
TOTAL APPROPRIATIONS	0	227,143	274,520	47,377	20.9%

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 \$274,520. This amount reflects the estimated funding available based on FY2019/20 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	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	35,946	37,296	1,350	3.8%
TOTAL APPROPRIATIONS	0	35,946	37,296	1,350	3.8%

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 \$37,296. This amount reflects the estimated funding available based on the FY2019/20 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**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	25,215	24,053	(1,162)	(4.6%)
TOTAL APPROPRIATIONS	0	25,215	24,053	(1,162)	(4.6%)

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 \$24,053. This amount reflects the estimated funding available based upon FY2019/20 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	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	719,563	193,105	(526,458)	(73.2%)
TOTAL APPROPRIATIONS	0	719,563	193,105	(526,458)	(73.2%)

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 \$193,105. This amount reflects the estimated funding available based on the FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9401 – Fund 101-Contingencies-Public Works
Bill Emlen, Director of Resource Management
Public Ways

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	2,578,095	2,901,155	323,060	12.5%
TOTAL APPROPRIATIONS	0	2,578,095	2,901,155	323,060	12.5%

DEPARTMENTAL PURPOSE

This budget unit is utilized by Public Works Fund (BU 3010) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$2,901,155. This amount reflects the estimated funding available based on the FY2019/20 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

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	1,454,358	1,819,000	364,642	25.1%
TOTAL APPROPRIATIONS	0	1,454,358	1,819,000	364,642	25.1%

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 \$1,819,000. This amount reflects the estimated funding available based upon FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9290 – Fund 390-Contingencies-Tobacco Prevention & Education

**Gerald Huber, Director of Health & Social Services
Health & Public Assistance**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	825	825	0	0.0%
TOTAL APPROPRIATIONS	0	825	825	0	0.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Tobacco Prevention & Education Fund (BU 7950) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$825. This amount reflects the estimated funding available based upon FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9382 – Fund 282-Contingencies-County Disaster Fund**Phyllis S. Taynton, Auditor-Controller****Other Assistance**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	48,104	54,116	6,012	12.5%
TOTAL APPROPRIATIONS	0	48,104	54,116	6,012	12.5%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the County Disaster Fund (BU 5908) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$54,116. This amount reflects the estimated funding available based upon FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time. In May 2020, the Board of Supervisors approved an appropriation from General Fund Contingencies of \$2,000,000 to increase the Disaster Fund to cover initial costs incurred as part of the County COVID-19 pandemic emergency response.

9228 – Fund 228-Contingencies-Library-Special Revenue**Bonnie Katz, Director of Library Services
Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	121,942	72,316	(49,626)	(40.7%)
TOTAL APPROPRIATIONS	0	121,942	72,316	(49,626)	(40.7%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Library Fund (BU 2280) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$72,316. This amount reflects the estimated funding available based upon FY2019/20 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	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	18,057,551	16,628,573	(1,428,978)	(7.9%)
TOTAL APPROPRIATIONS	0	18,057,551	16,628,573	(1,428,978)	(7.9%)

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 \$16,628,573 which includes the Solano Partner Libraries and St. Helena (SPLASH) contingency of \$429,357. The contingency appropriation reflects the estimated funding available based on the FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9150- Fund 036 Contingencies-Library-Zone 1**Bonnie Katz, Director of Library Services
Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	0	226,185	226,185	100.0%
TOTAL APPROPRIATIONS	0	0	226,185	226,185	100.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Library Zone 1 Fund (BU 6150) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$226,185. This amount reflects the estimated funding available based upon FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

9167- Fund 067 Contingencies-Library-Zone 7**Bonnie Katz, Director of Library Services****Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS: CONTINGENCIES	0		637	637	0.0%
TOTAL APPROPRIATIONS	0	0	637	637	0.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Library Zone 7 Fund (BU 6167) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$637. This amount reflects the estimated funding available based upon FY2019/20 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

MAJOR ACCOUNTS CLASSIFICATIONS	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	309,850	280,116	(29,734)	(9.6%)
TOTAL APPROPRIATIONS	0	309,850	280,116	(29,734)	(9.6%)

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 \$280,116. This amount reflects the estimated funding available based upon FY2019/20 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time

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DISTRICT PURPOSE

The East Vallejo Fire Protection District (EVFPD) was established for the purpose of disbursing property tax revenues collected within the District's jurisdiction to the City of Vallejo through a contract for fire protection services to its citizens.

Budget Summary:

FY2019/20 Midyear Projection:	629,844
FY2020/21 Recommended:	635,180
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 an increase of \$13,992 or 2.3% in revenues and an increase of \$5,336 or 0.8% in appropriations when compared to the FY2019/20 Adopted Budget.

The increase in revenues is the result of an increase in tax revenue projected for FY2020/21. Contracted Services with the City of Vallejo Fire Department is budgeted at \$624,230 and is based on available funding, less administrative support costs. If there is any available Fund Balance at the FY2019/20 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	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
134 - EAST VJO FIRE DISTRICT					
REVENUES					
TAXES	599,426	613,954	629,746	15,792	2.6%
REVENUE FROM USE OF MONEY/PROP	4,654	2,800	1,000	(1,800)	(64.3%)
INTERGOVERNMENTAL REV STATE	4,325	4,328	4,328	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	106	106	106	0	0.0%
TOTAL REVENUES	608,511	621,188	635,180	13,992	2.3%
APPROPRIATIONS					
SERVICES AND SUPPLIES	598,401	627,577	632,730	5,153	0.8%
OTHER CHARGES	2,485	2,267	2,450	183	8.1%
TOTAL APPROPRIATIONS	600,886	629,844	635,180	5,336	0.8%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

Birgitta E. Corsello, County Administrator
Fire Protection

SUMMARY OF POSITION CHANGES

The EVFPD has no employees. The District contracts out for fire protection services currently through an agreement with the City of Vallejo.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Fire Board is being asked to consider a request to approve and adopt new user fees by the City of Vallejo's Fire Department for FY2020/21 to increase revenue for the district.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the EVFPD budget. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

DISTRICT PURPOSE

The Consolidated County Service Area (CCSA) provides street lighting in the unincorporated areas of Solano County.

Budget Summary:

FY2019/20 Midyear Projection:	112,026
FY2020/21 Recommended:	279,161
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 590 existing streetlights, including 172 streetlights in Home Acres. Maintenance costs for these streetlights include electricity, repair, and installation of new streetlights. This budget is entirely funded through property taxes.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- The Department placed considerable effort into manually identifying and obtaining GPS coordinates of all street lights observed in the County right-of-way. This effort will allow for digital mapping that will enhance locating a specific streetlight for maintenance in the future. The project also identified 64 lights in need of repair that are owned either by the county, Pacific Gas and Electric (PG&E) or a city. The County will work with the other light owners and an electrical contractor to fix these lights in FY2020/21. During repair of County owned lights, those with high sodium pressure bulbs will be converted to LED.
- The Department will also work with the other light owners to convert their lights to LED during repair or in subsequent fiscal years as needed. The County will also work with the other light owners to establish a unified numbering system to better identify lights and ensure existing inventories are accurate.

WORKLOAD INDICATORS

Operated and maintained 590 streetlights, of which 462 are LED and 128 are high pressure sodium.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$2,338 or 1.6% in revenues and an increase of \$38,935 or 16.2% in appropriations when compared to the FY2019/20 Adopted Budget. The decrease in revenues is from a \$5,835 decrease in interest income offset by \$3,487 anticipated increase in property tax revenues. The increase in appropriations is primarily the net result of an increase of \$62,000 for street light repairs offset by decreases of \$22,567 in Reserves and Contingencies and \$498 in Countywide Administrative Overhead.

Contracts

None requiring Board action.

Fixed Assets

None.

Bill Emlen, Director of Resource Management
Public Ways

SUMMARY BY SOURCE	2018/19 ACTUALS	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
046 - COUNTY CONSOLIDATED SVC AREA					
REVENUES					
TAXES	132,308	136,838	140,325	3,487	2.5%
REVENUE FROM USE OF MONEY/PROP	10,397	8,000	2,165	(5,835)	(72.9%)
INTERGOVERNMENTAL REV STATE	948	908	908	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	23	0	10	10	0.0%
TOTAL REVENUES	143,676	145,746	143,408	(2,338)	(1.6%)
APPROPRIATIONS					
SERVICES AND SUPPLIES	31,691	78,630	140,630	62,000	78.9%
OTHER CHARGES	20,063	41,396	40,898	(498)	(1.2%)
CONTINGENCIES AND RESERVES	0	120,200	97,633	(22,567)	(18.8%)
TOTAL APPROPRIATIONS	51,755	240,226	279,161	38,935	16.2%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

There is a net increase of \$62,000 in Services and Supplies for a contract to repair nonfunctioning street lights and replace damaged poles.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Consolidated County Service Area budget. The Department of Resource Management will continue to monitor short-term and long-term impacts of COVID19 and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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.

Budget Summary:	
FY2019/20 Midyear Projection:	6,177,858
FY2020/21 Recommended:	5,991,851
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	43

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 County's "America's Job Centers of California" (AJCC) 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 or 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 across time, as opportunities arise.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

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.

Challenges:

- The Federal Workforce Innovation and Opportunity Act (WIOA) federal and State guidance continues to change, 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.
- 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 WDB's of Napa/Lake, Sonoma, Marin, and Mendocino Counties. The State has proposed that Solano County be moved from the NBEC region to the East Bay workforce region. As a result, the WDB will work with the State to make the transition in regional workforce planning units. Increasing priority at the State level to focus on regional issues and initiatives versus local initiatives can take focus away from local needs.

Birgitta E. Corsello, County Administrator
Other Assistance

Accomplishments:

- Led engagement in a data sharing and referral system through Community Pro software system and have facilitated conversations with County departments and local non-profit organizations to address systems change within Solano's workforce system for the benefit of our community and economy.
- Increased resources and activities for vulnerable populations, including individuals with disabilities, parents ordered to pay child support, and justice-involved individuals. Supported 60 individuals with disabilities with workforce services through a Disability Employment Accelerator grant from the State of California and began implementing Prison to Employment funds for justice-involved individuals.
- Expanded talent-focused support for businesses, including serving over 400 businesses, increasing synergies between the WDB and the Solano Small Business Development Center (hosted by the WDB), implemented incumbent worker training and transitional jobs opportunities, launched city-based recruitment events, and held business seminars on talent-related topics.
- Launched a new WIOA Youth contract with Solano County Office of Education (SCOE) to strengthen work experience opportunities for out-of-school youth, focusing on juvenile justice, foster care, and truant youth.

WORKLOAD INDICATORS

- The federal WIOA system has WIOA Indicators for Adult, Dislocated Worker, and Youth programs. These measures include employment 2nd Quarter after Exit, Employment 4th 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.
- The federal Small Business Administration (SBA) system has indicators to measure small business success through the SBDC network. These measures include jobs created, new business starts, change in sales, and loans or equity secured. In its first year under the WDB, the SBDC made significant improvements in meeting local SBA measures.
- Special grants/contracts have their own performance outcomes related to planned enrollment numbers, outcomes, and expenditures. The WDB met or exceeded all CalWORKs contract measurements for its Pathway to Employment and Success Track contracts.
- The WDB utilizes additional performance indicators including real-time measures of WIOA Indicators, and indicators developed by the Workforce Board. In FY2018/19, 9,829 individuals received job seeker services through the AJCC network; 444 individuals received intensive WIOA job seeker services; 159 were enrolled in occupational training, and 161 gained employment with an 82% training-related placement at an \$19.00 median wage. 428 businesses received services with \$101,588 invested in Solano County businesses for recruiting and training needs; and 97 hiring recruitments for local and regional businesses were held in the AJCC centers.

DEPARTMENTAL BUDGET SUMMARY

The Preliminary Recommended Budget represents an increase of \$101,222 or 1.7% in revenues and a decrease of \$80,542 or 1.3% in appropriations when compared to the FY2019/20 Adopted Budget. There is no County General Fund support for this budget, as the WDB's activities are fully funded by grants.

Primary Funding Sources

The primary funding source for the WDB are grants under the federal Workforce Innovation and Opportunity Act (WIOA). Funding at the federal level is based on a formula that includes the unemployment rate, number of dislocated workers, and other factors. Funding to each state is then allocated to local Development Boards by the Governor based on State formulas that include number of unemployed and disadvantaged individuals, along with local industry and other factors. Federal WIOA funding allocations are not released until late spring; as such, the current Recommended Budget is based on a projected funding level, calculated at with a decrease of 3.5% of prior fiscal year's allocations released by the State of California, Employment Development Department (EDD).

Overall, the Preliminary Recommended Budget of the WDB is based on the best estimates of federal grant funding that will be awarded for FY2020/21. In addition to the projection of this available new WIOA funding, this budget includes the projection of unspent WIOA funds remaining at June 30, 2020, from prior fiscal year(s) that will be available for expenditure in FY2020/21.

Functional Area Summary**7200 – Fund 903-Workforce Development Board (WDB)**

Birgitta E. Corsello, County Administrator
Other Assistance

While there is an increase of \$101,222 or 1.7% in overall revenue, there is a reduction related to reduced estimates in available funding for WIOA grants, along with the completion of three grants which all ended in FY2019/20 (The WIOA Discretionary Disability Accelerator grant, the WIOA Discretionary Work-Based Accelerator grant and the Tipping Point Community Emergency Relief Fund (TPCERF) grant). The Preliminary Recommended Budget does not include pipeline grants, where funder response has not yet been received for submitted grant applications. Overall, grant revenue is subject to possible future reductions in federal funding, along with possible increases in new grants. The Workforce Development Board, as a result of the COVID-19 pandemic, has received additional funding in FY2019/20 to provide expedited assistance to individuals and small businesses which will likely continue into FY2020/21 and require a revision to this budget.

Primary Expenditures

The FY2020/21 Recommended Budget of \$5,991,851 represents a decrease of \$80,542 or 1.3% in appropriations when compared to the FY2019/20, primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$113,975 or 3.1% primarily due to increases in wages, retirement costs, and insurance rates along with a decrease in FTEs from 44 to 43.
- Other Charges reflect a decrease of \$209,274 or 14.6% primarily due to reductions in anticipated employer outreach and training and correlating services based on available grant funding.

Contracts

The FY2020/21 Recommended Budget includes a total of \$737,757 or 12.3% in contracted services, which includes the following significant contracts:

- \$440,431 Youth Program contract
- \$113,240 Work Experience Employer of Record contract (Does not include Youth)
- \$104,086 WIOA Regional Organizer and Training Coordinator
- \$75,000 America's Job Center of California (AJCC) One Stop Operator Services

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2018/19 ACTUAL	2019/20 ADOPTED BUDGET	2020/21 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	7,142	0	1,486	1,486	0.0%
INTERGOVERNMENTAL REV FEDERAL	4,341,847	5,889,115	4,376,752	(1,512,363)	(25.7%)
INTERGOVERNMENTAL REV OTHER	1,293,355	0	1,560,939	1,560,939	0.0%
MISC REVENUE	97,077	0	39,100	39,100	0.0%
OTHER FINANCING SOURCES	207,044	0	12,060	12,060	0.0%
TOTAL REVENUES	5,946,465	5,889,115	5,990,337	101,222	1.7%
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	3,387,662	3,655,343	3,769,318	113,975	3.1%
SERVICES AND SUPPLIES	1,093,726	986,335	1,001,092	14,757	1.5%
OTHER CHARGES	1,239,168	1,430,715	1,221,441	(209,274)	(14.6%)
TOTAL APPROPRIATIONS	5,720,556	6,072,393	5,991,851	(80,542)	(1.3%)
NET CHANGE	(225,908)	183,278	1,514	(181,764)	(99.2%)

Birgitta E. Corsello, County Administrator
Other Assistance

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2019/20 Budget are provided below.

- Deleted 1.0 FTE MIS Analyst Position

PENDING ISSUES AND POLICY CONSIDERATIONS

Under the leadership of the Governor and Secretary of Labor and Workforce Development, California's vision for the future of workforce development is centered on the establishment and growth of a High Road workforce system under the State's 2020-2023 Unified State Workforce Plan. This High Road system will be focused on meaningful industry engagement and placement of Californians in quality jobs that provide economic security. California is committed to developing a workforce system that enables economic growth and shared prosperity for employers and employees, especially those with barriers to employment, by investing in industry partnerships, job quality, and meaningful skills attainment rather than low wages, contingent employment, and minimal benefits. Key elements of the State's High Road workforce vision include job quality, the importance of worker voice, equity, and environmental sustainability. The State plans to use the High Road agenda to advance the State's three workforce policy objectives: fostering demand-driven skills attainment; enabling upward mobility for all Californians; and aligning, coordinating, and integrating programs and services. The new State Unified Workforce Plan will be finalized soon, which will lead to a revision of Local Workforce Plans.

COVID-19 - The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the Workforce Development Board budget, although it is anticipated that there will be a significant impact on both revenues and expenses to effectively respond to the economic impacts of COVID-19 in the community. WDB staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

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:

CY2020:	TBD
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	TBD

FUNCTION AND RESPONSIBILITIES

The SCFA operates under a contract with the County of Solano and expires on January 31, 2021 unless the contract is amended as part of SCFA's annual budget approval process, per the operating agreement. Most of SCFA's revenues are generated by the operations of the fairgrounds. The County Fair Association receives a small allocation of license fees generated by the California horse racing industry to offset a portion of the cost of providing staff services to the SCFA. Revenues include ground leases and revenue from Fair parking and Six Flags parking agreement, advertising, facility rental, satellite wagering and support from the State of California for the network of fairs.

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, Environmental Impact Report (EIR) and tentative map were reviewed by the Board, City of Vallejo and SCFA and approved by the City of Vallejo and Board of Supervisors. The County, City of Vallejo, and SCFA are working together to redevelop the fairgrounds property and create a "Fair of the Future." For more details on this ongoing effort, refer to Budget Unit 1820 in the Capital Projects section.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Information not yet available.

WORKLOAD INDICATORS

Information not yet available.

DEPARTMENTAL BUDGET SUMMARY

The SCFA is working to provide the County with updated Budget projections as of the publishing date for the Preliminary Recommended Budget. The Budget reflects only the interest income at this time. The County Administrator's Office will be working with the SCFA and anticipates providing the Board with updated information on the SCFA budget prior to final approval of the FY2020/21 Adopted Budget.

DEPARTMENT COMMENTS

Information not yet available.

Mike Ioakimedes, Executive Director & Chief Executive Officer
Solano County Fair

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2019 ACTUALS	2020 ADOPTED BUDGET	2021 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	220,422	2,018,407	871	(2,017,536)	(100.0%)
INTERGOVERNMENTAL REV STATE	0	32,487	0	(32,487)	(100.0%)
CHARGES FOR SERVICES	0	679,000	0	(679,000)	(100.0%)
MISC REVENUE	41,683	86,500	0	(86,500)	(100.0%)
TOTAL REVENUES	262,105	2,816,394	871	(2,815,523)	(100.0%)
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	0	1,176,907	0	(1,176,907)	(100.0%)
SERVICES AND SUPPLIES	57,183	1,147,714	0	(1,147,714)	(100.0%)
OTHER CHARGES	0	19,000	0	(19,000)	(100.0%)
F/A BLDGS AND IMPRMTS	0	100,000	0	(100,000)	(100.0%)
TOTAL APPROPRIATIONS	57,183	2,443,621	0	(2,443,621)	(100.0%)
NET GAIN(LOSS)	204,922	372,773	871	(371,902)	(99.8%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Information not yet available.

SUMMARY OF POSITION CHANGES

Information not yet available.

PENDING ISSUES AND POLICY CONSIDERATIONS

The County Administrator's Office is awaiting the final audited financial numbers for calendar year 2019 and is pending receipt of projected Budget figures for CY2020 which are prepared and provided by SCFA.

COVID-19 – The Recommended Budget was prepared during the COVID-19 emergency and Shelter at Home Order. At this time, it is unclear how COVID-19 will impact the SCFA budget. At this time, the majority of the events scheduled at the Fairgrounds, including the annual Solano County Fair have been cancelled pending further notice. Department staff will continue to evaluate COVID-19 impacts and will provide any necessary revisions to the Recommended Budget prior to final approval of the FY2020/21 Budget.

Glossary of Budget Terms and Acronyms

Glossary

1991 REALIGNMENT FUNDS – 1991 Realignment funds are a dedicated percentage of California State sales tax and Vehicle License Fees. These revenues support local health and social services programs (R&T Code sections 6051.2 6201.2) and are allocated yearly to County operated Health and Social Services.

2011 REALIGNMENT FUNDS - 2011 Realignment is funded with a dedicated portion of California State sales tax revenue and Vehicle License Fees (VLF) to support counties, local public safety programs and through 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) 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.

A87 – 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 85 – Signed by the Governor on June 27, 2013, provides mechanism for the State to redirect 1991 State health realignment funding to fund social service programs.

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 1810 – Signed by the Governor on June 27, 2018, included a component known as Mental Health Diversion, allows those charged with certain criminal offenses (excluding certain violent crimes) and have a verifiable mental disorder (with exceptions) to be diverted into a mental health treatment program rather than being

incarcerated if the mental disorder played a significant role in the commission of the charged offense. Diversion may last up to two years, and if successfully completed, charges may be dismissed at the end of the diversion program. Some funding for counties may be available through the State Department of Hospitals for the provision of services. The courts would be responsible for the cost of related reports for their use.

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 (RDA) 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).

Glossary of Budget Terms and Acronyms

Glossary

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 are 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.

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 2nd each year.

AGENCY FUND – A fund used to account for assets held by a government as an agent for individuals, private organizations or other governments, and/or other funds.

ALPR – Automated License Plate Reader.

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) to represent relative care givers who receive cash and benefits for providing care for children who are ineligible to receive federal foster care benefits.

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 ALLOCATED POSITIONS – Positions included in the County's salary resolution and for which funding may or may not be provided in the budget.

BAIL REFORM – SB 10, the California Money Bail Reform Act of 2017, would eliminate money bail and instead rely on a pretrial assessment tool to determine if a felony defendant must be detained as a safety or flight risk, or released back into the community pending trial. Persons charged with a misdemeanor would be booked and released within 12 hours without a pre-trial assessment. The bill would require the courts to establish pretrial assessment services and would authorize the services to be performed by court employees or through a contract with a local public agency. SB 10 passed the legislature and was signed into law, but an opposition referendum has made the issue eligible for the 2020 ballot to determine whether the law will be upheld.

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.

BOE – (State) Board of Equalization.

BOS – Board of Supervisors.

BSCC – Board of State Community Corrections.

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

Glossary of Budget Terms and Acronyms

Glossary

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" or "allocated" 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 federal 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 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.

CALSAWS – California Statewide Automated Welfare System.

CALWIN – CalWORKs Informational Network case management system.

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).

CARES ACT – Federal Coronavirus Aid, Relief and Economic Security Act.

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.

CATS – County Assessment and Taxation System (replacement system for the SCIPS property tax administration system).

CCP – Community 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 its respective county and allocating 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.

CCR – Continuum of Care Reform (2019). See AB 403.

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.

Glossary of Budget Terms and Acronyms

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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.

COVID-19 – Coronavirus disease 2019, an upper respiratory tract illness declared a public health emergency of international concern on January 30, 2020, by the World Health Organization.

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 FY2012/13 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. (Discontinued 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

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.

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

Glossary of Budget Terms and Acronyms

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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)

EPSDT – Early Periodic Screening Diagnosis and Treatment.

ERAF – Education Revenue Augmentation Fund established by the State of California in FY1992/93. This

Fund was established to require distribution of property tax funds that were shifted from cities, special districts and the County to offset cuts in State revenues to schools.

ERI – Early Retirement Incentive.

EXPENDITURE – Decrease in net financial resources under the current financial resources measurement focus not properly classified as *other financing uses*.

EXPENSES – Outflows or other depletion of assets or incurrence of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

EXTRA-HELP POSITION – A non-regular, temporary position created to meet a peak workload or other unusual work situation; can include seasonal or recurrent intermittent employment.

FAMCICLOVAR – A medication used for the treatment of upper respiratory infection in animals.

FEMA – Federal Emergency Management Agency.

FFCRA – Federal Families First Coronavirus Response Act.

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 2nd each year.

FISCAL YEAR – A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

FIXED ASSETS – A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$5,000.

FQHC – Federally Qualified Health Centers. Community based health care providers that receive funds from the federal Health Resources and Service Administration to provide primary care in underserved areas.

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).

Glossary of Budget Terms and Acronyms

Glossary

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. Social Service program funded entirely by counties, which 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.

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 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.

GSP – Groundwater Sustainability Plan.

GTEAP – Grants to Encourage Arrest Policies.

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 federal and State Medical and County funds.

Glossary of Budget Terms and Acronyms

Glossary

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)

JAIL BASED COMPETENCY TREATMENT (JBCT) – Felony defendants who have been declared Incompetent to Stand Trial (IST) typically wait in jail for an opening at a State Hospital to receive treatment to restore competency to stand trial. Because the wait for an opening at a State Hospital is lengthy, the California Department of State Hospitals (DSH) implemented a program in partnership with county jails where the defendant may receive treatment to restore competency while in jail and prevent unnecessary delays in going to trial. The Sheriff's Office, in partnership with its mental health service provider, entered into a contract with DSH in February 2019 to provide treatment to up to 12 defendants at a time.

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. A program where participating local governmental agencies are eligible to receive federal reimbursement for the cost of performing activities that directly support efforts to identify and enroll potential eligible individuals into Medi-Cal.

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.

MEHK – Microenterprise Home Kitchen.

MFG – Maximum Family Grant. For purposes of defining CalWORKs aid payments the number of needy 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. Discontinued effect January 1, 2017 with the enactment of AB 1603.

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.

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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 AB 109 as non-violent, non-serious, and non-sex offenders. Under AB 109, 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).

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 California Department of Corrections and Rehabilitation (CDCR) continues to have jurisdiction over all offenders who are on State parole prior to the implementation date of AB 109, 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 prior offenses), 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, this measure 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 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 or MHSA).

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.

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PROPOSITION 172 (PROP 172) – Passed in November 1993, this measure 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 transitioning parolees or probationer back into the society.

REGULAR POSITION – Any permanent position in the County's classification system approved and funded by the Board of Supervisors.

REIMBURSEMENT – Payment received for services/supplies expended on behalf of another institution, agency or person.

RESERVE – An account used to set aside and maintain a portion of fund equity, which is legally or contractually restricted for future use or not available for expenditure.

REVENUE – Money received to finance ongoing County services. Examples are property taxes, sales taxes, fees, and State and federal grants.

RFMP – Regional Flood Management Plan.

RFP – Request for Proposals.

RMRA – Road Maintenance and Rehabilitation Account.

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.

SB 1, THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 – Signed into law on April 28, 2017. This legislative package proposes to invest \$54 billion over the next decade to fix roads, freeways and bridges in communities across California and puts more dollars toward transit and safety. These funds will be split equally between State and local investments.

SB 2, THE BUILDING HOMES AND JOBS ACT – Signed into law by Governor Jerry Brown on September 29, 2017 and effective January 1, 2018. It creates a \$75 fee on certain real estate transaction documents when they are recorded, capped at \$225 per transaction. The fee does not apply to sales of residential and commercial properties but instead to other transactions like mortgage refinancing and county fixture filings.

SB 1022/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 Justice Facilities Construction Program to acquire, design, and construct adult local criminal justice facilities. On January 29, 2019, the County dedicated its new SB 1022-funded facility the Rourk Vocational Training Center.

SB 1437 – Effective January 2019, this law amended Penal Code 1170.95 by creating a process by which an inmate convicted of accomplice liability for felony murder under a theory of murder (did not commit or intend to commit the act) may petition to have their conviction vacated and re-sentenced. These petitions must be reviewed by the District Attorney and a response provided within 60 days and may require the Public Defender to provide legal assistance to the inmate. It also prohibits new murder charges under the theory of murder. By requiring the participation of district

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attorneys and public defenders in the resentencing process, this bill imposed a State-mandated local program.

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, nonspendable, restricted, committed and assigned Fund Balances are subtracted from actual or estimated total Fund Balance to determine the amount of Fund Balance that is available 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, nonspendable, restricted, committed, and assigned Fund Balances are subtracted from actual or estimated total Fund Balance to determine the amount of Fund Balance which is available as of June 30 of the preceding budget year, and therefore available for current 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.

STAY AT HOME ORDER – Directive from a public health official to remain at home to preserve public health and safety.

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 21st Century.

TEETER PLAN – A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes as they are collected.

TEMPORARY POSITION – See Extra-Help.

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.

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TRIAL COURT FUNDING – The Trial Court Funding Act of 1997 effectively separated the budgetary and administrative function of the trial courts from the County and made the State responsible for funding trial court operations. The County's fiscal responsibility is limited to a Maintenance of Effort.

TRUST FUND – A fund used to account for assets held by a government in a trustee capacity.

UAAL – Unfunded Accrued Actuarial Liability.

UNALLOCATED REVENUES – Revenues that are for general purposes. Also known as discretionary, unrestricted or local-purpose revenues.

UNINCORPORATED AREA – The areas of the County outside city boundaries.

UNSECURED TAX – A tax on properties, such as office furniture, equipment, and boats, that are not secured by real property owned by the assessee.

USE TAX – A tax on goods purchased outside the State to prevent revenue loss from avoidance of sales taxes by means of out-of-state purchases. A use tax is also levied in order to remove inequities between purchases made within and outside the State.

VBM – Vote-by-Mail.

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.

WDB – Workforce Development Board.

WIB – Workforce Investment Board.

WIOA – Workforce Investment and Opportunity Act.

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.

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