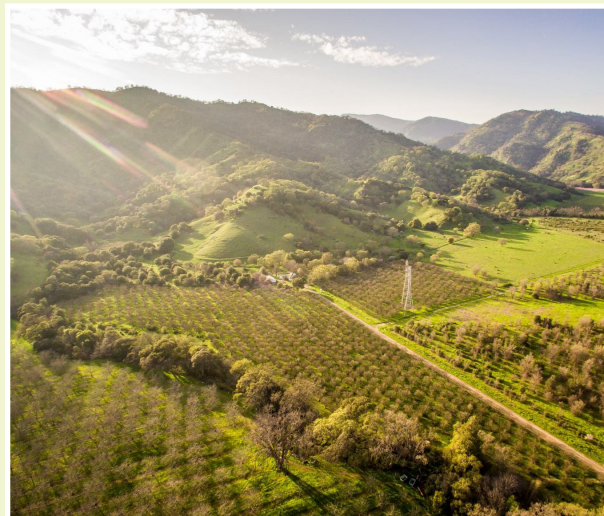




# SOLANO COUNTY

FY2022/23 Recommended Budget



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

- **The Delta**

Considered by many the prettiest of the many Delta towns is Rio Vista; its backdrop is the Montezuma Hills, and nearby waters find anglers hoping for catches of striped bass. Agriculture, recreation and history is important here. Not only does the Sacramento–San Joaquin Delta supply clean drinking water to 25 million Californians, but many species of birds—including waterfowl and sandhill cranes—and fish, such as the Chinook salmon, Central Valley steelhead and green sturgeon, depend on the habitats in and around the 700,000-acre estuary for survival.

- **Dixon Sunflowers**

Dixon is home to some of most beautiful sunflower crops in California, with some flowers growing as tall as six feet in height. Sunflower crops, including their seeds, are also an important component of the County’s agricultural business, with more than 6,600 acres of sunflowers harvested in 2020, accounting for more than \$10.5 million dollars in overall revenues.

- **Lake Solano Park**

Lake Solano Park is located at the base of coastal foothills west of the town of Winters and offers an array of recreational opportunities. A destination point for outdoor enthusiasts, Lake Solano Park caters especially to campers, picnickers, kayakers, canoers and anglers. The park has a Nature Center and trail opportunities for short day hikes, bird watching and wildlife photography. For more information visit <https://www.SolanoCounty.com/Parks> or call (707) 784-7905.

- **Vaca Mountains**

The Vaca Mountains are one of the most prominent landmarks of Solano County. The range, beginning at the Suisun Marsh, stretches through the City of Fairfield and Travis Air Force Base, and separates the mountains to the northwest from an outlier of low hills called the Montezuma Hills. Mount Vaca is the highest point in the Vaca Mountains and one of several peaks in the greater San Francisco Bay Area that receives snow in the winter.

# From the County Administrator

May 27, 2022

Dear Members of the Board of Supervisors:

I am pleased to present to the Board of Supervisors the FY2022/23 Recommended Budget. The proposed budget of \$1,324,677,744 for the County's Governmental Funds represents an increase of \$44,550,521 or 3.5% compared to the FY2021/22 Adopted Budget. The budget is balanced relying on federal, State, and local revenues, the use of fund balances and draws from reserves. The Recommended Budget respects the Board's budget priorities, federal and State mandates, and is consistent with the County's fiscally prudent management policies.



The Recommended Budget is supported by increases in sales and property taxes and various federal and State reserve sources. The Recommended Budget is also responsive to various federal and State mandates, ongoing costs associated with the COVID-19 pandemic, and recovery efforts from natural disasters such as the LNU Lightning Complex fires and the ongoing drought. Contributions to key reserves and various capital projects are included within this budget.

The FY2022/23 Recommended Budget reflects revenue gains from the long, slow recovery following the 2008 recession. The real estate market has been particularly strong the past few years and that is reflected in gains in property taxes during this time. It is recognized that the recovery has not been equally felt among all segments of our community. The economic downturn associated with the COVID-19 pandemic and the inconsistent recovery from those impacted by high unemployment during that time continues to put stress on the County's safety net programs in Health & Social Services. The Recommended Budget includes position requests directly responding to increasing demands for providing those services.

Overall, the Recommended Budget includes an increase of 27.75 FTE positions, reflecting a County workforce of 3,228.58 allocated positions. As noted, many of the new positions are in Behavioral Health, Family Health Services, and Social Services related to operational changes mandated programs and increased service demand. Other positions are in Emergency Services, Animal Care, Resource Management and Veterans' Services, and are in response to increased service demands related to natural disaster recovery and prevention, Animal Care Services, Parks Services, economic development, and accounting in support of these efforts. We are continuing to monitor departmental position needs and will be prepared to institute position controls should budget conditions change and adjustments need to be made.

The budget was prepared with an eye on future challenges that may be on the horizon. The generally positive economic conditions of the past decade are now being impacted by inflationary pressures that have not been experienced for some time. These pressures are impacting costs for fuel, construction costs, food costs, affordability of housing, and availability of materials and goods due to supply chain constraints. Higher interest rates will likely slow new housing starts and ultimately could impact growth of County revenues in future years. We are monitoring the effects of the changing economy closely and will be prepared to take necessary actions to ensure the County budget adjusts to future trends.

We continue to monitor how State and federal actions may affect the County. Currently, the County is closely following Governor Newsom's CARE Court proposal and the CalAIM proposal to transition Kaiser's Specialty Mental Health Services caseload to the County by July 2023. Both proposals have potential significant service and cost implications to the County. Estimates of the potential costs of the CalAIM proposal alone range upwards of \$16 million or more. The CARE Court proposal could impact not only Health & Social Services but also several Public Safety Departments. Many details on both proposals are still forthcoming from the State and staff continue to review and comment directly to the State through our legislative delegation and CSAC.



# County of Solano

## Recommended Budget

Other factors that influence the Recommended Budget include the housing affordability crisis, the lack of sufficient housing units, homelessness, drought, and labor shortages. For example, the Recommended Budget reflects increased staffing approved by the Board in FY2021/22 in the Human Resources Department to facilitate improved recruitment efforts to address labor shortages, finding qualified applicants, and diversity, equity issues, and inclusion. Other investments on issues such as housing affordability and homelessness are being addressed directly in the budget or through the American Rescue Plan Act (ARPA) process that is ongoing.

As a result of ARPA, the County received a direct allocation of \$86,949,405 from the U.S. Treasury. ARPA funds are one-time in nature, and the Board has set forth a public outreach and community engagement process to identify the best uses for these funds while ensuring they are consistent with the U.S. Treasury guidelines. This process is being handled parallel to the County's budget process.

The past two plus years since the COVID-19 pandemic began in March 2020, have been challenging for the community and the County's workforce. The gravity of the COVID-19 pandemic and uncertainty on public health direction at the State and federal levels have put great stress on County operations. The high quality of service that was maintained during that period is truly a testimony to the commitment and dedication of our workforce to serve our community during a period of great need. We recognize that there is still uncertainty regarding the pandemic and ongoing vigilance will be required. County operations will continue to make adjustments in response to these uncertainties to ensure the community is well-served and our employees are safe.

I want to thank all employees for the great work they perform. Special thanks in this context goes to the many employees who contribute to preparation of the budget, and in particular, those employees in the Auditor-Controller's Office, Human Resources, and the team in the CAO's office who have put in many extra hours to ensure the budget document is completed in a timely, accurate, and comprehensive manner.

The County, including our community partners, are well positioned to continue to provide delivery of programs and services to our residents by empowering our staff to work in the office, in the field and virtually. The Recommended Budget builds upon what we have learned and allows us to provide fiscally responsible services so that we can continue to fulfill the mission of Solano County to serve the people and provide a safe place to live, learn, work and play.

Respectfully submitted,



Bill Emlen  
County Administrator

# Board of Supervisors



**Erin Hannigan**  
District 1



**Monica Brown**  
Vice-Chair  
District 2



**James P. Spring**  
District 3



**John M. Vasquez**  
Chair  
District 4



**Mitch Mashburn**  
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 results-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

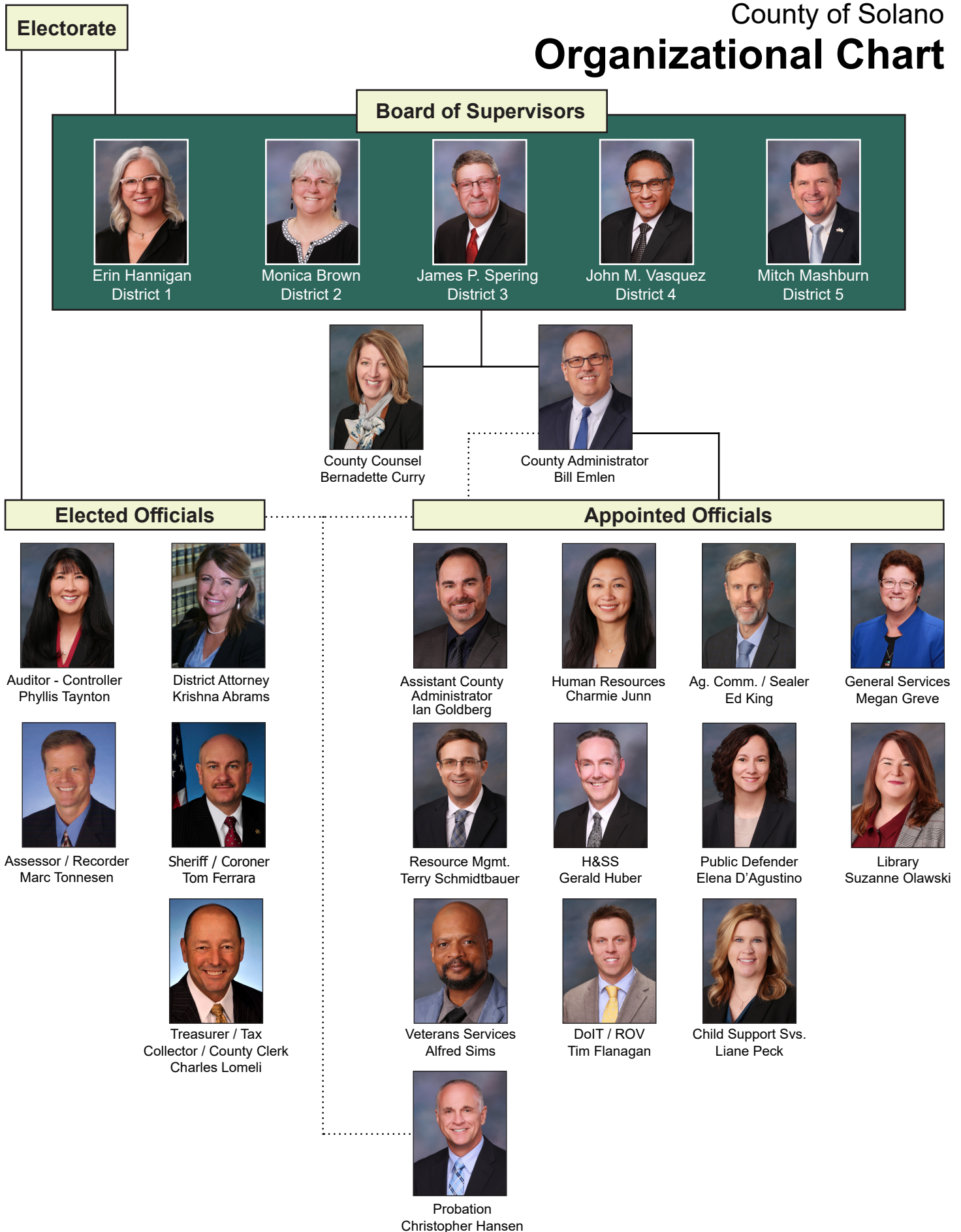
## Budget Team

County Administrator .....	Bill Emlen .....	784-6100
Assistant County Administrator / Budget Officer .....	Ian Goldberg .....	784-6116
Health & Social Services .....	Chris Rogers .....	784-6481
Housing / Special Projects .....	Anne Putney .....	784-6933
Law & Justice .....	Tami Lukens .....	784-6112
General Services / General Government .....	Magen Yambao .....	784-1969
Legislation / Information Technology / Special Projects .....	Michelle Heppner .....	784-6122
Public Communications / Legislation / General Government .....	Matthew Davis .....	784-6111
Resource Management .....	Nancy Nelson .....	784-6113
Budget Document Production .....	Melinda Sandy .....	784-6661
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 .....	Timothy Flanagan .....	784-6675
County Administrator .....	Bill Emlen .....	784-6100
County Counsel .....	Bernadette Curry .....	784-6140
Child Support Services .....	Liane Peck .....	784-3606
District Attorney .....	Krishna Abrams .....	784-6800
General Services .....	Megan Greve .....	784-7900
Health & Social Services .....	Gerald Huber .....	784-8400
Human Resources / Risk Management .....	Charmie Junn .....	784-6170
Library .....	Suzanne Olawski .....	784-1500
Probation .....	Christopher Hansen .....	784-7600
Public Defender - Alternate Public Defender .....	Elena D'Agustino .....	784-6700
Resource Management .....	Terry Schmidtbauer .....	784-6765
Sheriff / Coroner .....	Tom Ferrara .....	784-7030
Treasurer / Tax Collector / County Clerk .....	Charles Lomeli .....	784-6295
Veterans Services .....	Alfred Sims .....	784-6590
Workforce Development Board (WDB) .....	Heather Henry .....	863-3500

# County of Solano Organizational Chart



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**COUNTY ADMINISTRATOR'S BUDGET MESSAGE**

DATE: May 27, 2022  
TO: Board of Supervisors  
FROM: Bill Emlen, County Administrator  
SUBJECT: FY2022/23 Recommended Budget

Staff recommends that the Board of Supervisors conduct Budget Hearings beginning at 9:00 a.m. on June 23, 2022 and take action to adopt the Budget at the conclusion of the hearings. During the hearings, the Board will be requested to consider increasing and/or funding additional positions, investments in technology and County facilities, contributions to non-county agencies, reserves, and the use of one-time funds received in FY2021/22. The FY2022/23 Recommended Budget for the County of Solano reflects a financial plan that enables the Board to continue delivery of county services and programs and continues to fund existing and ongoing COVID-19 response and recovery from the LNU Lightning Complex fire.

In preparing the Recommended Budget, 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 costs from the negotiated and approved labor agreements with County Bargaining Units, all while continuing to respond to demands and complications of the COVID-19 pandemic. Departments were asked to limit growth in General Fund costs where possible as the County was working to balance the pace of expenditure growth versus revenue.

The FY2022/23 Recommended Budget includes a section dedicated to the County Statistical Profile, which captures the continued economic impacts of the COVID-19 pandemic. This section provides information on Solano County's current economic outlook and highlights indicators that we have monitored since the Great Recession. This information includes population growth, unemployment, graduation rates, agricultural values, changes in personal income, commuter trends, housing market statistics and housing and rental affordability, and building trends. (*See County Statistical Profile Section*).

Included in this budget summary are the following budget-related sections: 1) Budget Overview; 2) Financial Summary; 3) General Fund Reserves, Designations & Commitments and Fund Balance; 4) COVID-19 Pandemic Update; 5) Overview of the Federal and State Budgets; 6) Economic Risks; 7) FY2022/23 General Fund Recommended Budget; 8) General Fund Fiscal Projections; 9) Pending Issues; and 10) Summary of Recommendations.

**BUDGET OVERVIEW**

<b>TOTAL FINANCING REQUIREMENTS - ALL GOVERNMENTAL FUNDS</b>				
<b>FY2022/23</b>				
<b>FUND NAME</b>	<b>FY2021/22 ADOPTED BUDGET</b>	<b>FY2022/23 RECOMMENDED</b>	<b>CHANGE</b>	<b>% CHANGE</b>
GENERAL FUND	\$ 336,289,293	\$ 342,519,084	\$ 6,229,791	1.9%
SPECIAL REVENUE FUNDS	\$ 892,660,847	\$ 933,637,487	\$ 40,976,640	4.6%
CAPITAL PROJECT FUNDS	\$ 37,277,247	\$ 28,555,656	\$ (8,721,591)	(23.4%)
DEBT SERVICE FUNDS	\$ 13,899,836	\$ 19,965,517	\$ 6,065,681	43.6%
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>\$ 1,280,127,223</b>	<b>\$ 1,324,677,744</b>	<b>\$ 44,550,521</b>	<b>3.5%</b>
<b>BUDGETED POSITIONS</b>	<b>3,141.83</b>	<b>3,228.58</b>	<b>86.75</b>	<b>2.8%</b>

The FY2022/23 Recommended Budget for Governmental Funds is balanced and totals \$1,324,677,744 (*Schedules 1 and 2*). The Recommended Budget represents an increase of \$44.5 million or 3.5% when compared to the FY2021/22 Adopted Budget and utilizes estimates for local, State, and federal revenues, as well as the use of Fund Balances with draws from reserves.

The budget reflects an increase of \$41 million in the Special Revenue Funds, primarily due to increases in Public Safety, Health & Social Services, American Rescue Plan Act (ARPA), and other funds. The Capital Project Funds have decreased by \$8.7 million primarily due to the prior year funding for construction of a Solano Residential Mental Health Diversion Facility, the Justice Campus Asset Protection Project, partially offset by increases to the Energy Conservation Project and fluctuations in capital projects funded as part of the County’s Capital Project Plan. The increase in the General Fund of \$6.2 million is primarily due to increases in Tax revenues and Charges for Services. The increases in various revenues are offset by increases in appropriations in General Fund departments, primarily reflecting increased labor costs and increased General Fund contributions to Public Safety, Health & Social Services, and IHSS when compared to the FY2021/22 Adopted Budget. The Debt Service Funds reflect an increase of \$6 million when compared to the FY2021/22 Adopted Budget. Overall, the FY2022/23 Recommended Budget for All Governmental Funds increased by 3.5% when compared to the FY2021/22 Adopted Budget.

The FY2022/23 Recommended Budget uses the March 2022 Midyear Financial Report projected Fund Balances for 6/30/2022 and draws down \$7 million from various 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. FY2022/23 uses some draws from designated reserves for accrued leave to fund liabilities for employee accrued leave payroll costs.

The Recommended Budget reflects a workforce of 3,228.58 FTE positions, excluding extra-help positions and make assumptions that most existing vacancies would be filled. Budgeted positions reflect a net increase of 86.75 FTE compared to the FY2021/22 Adopted Budget. This increase is the result of a net 59.0 FTE increase in positions approved by the Board during the fiscal year, and a net 27.75 FTE increase included in the FY2022/23 Recommended Budget for the Board’s consideration. 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, staffing for changes in workload or services, implementation of new mandates, and use of automation and streamlining.



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 within 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.

The following pages include a financial overview of the FY2022/23 Recommended Budget.

**FINANCIAL SUMMARY**

The Governmental Funds Spending Plan by Function graph portrays a total of \$1.3 billion. The graph indicates the percent of the total for each functional area required within the Governmental Funds.

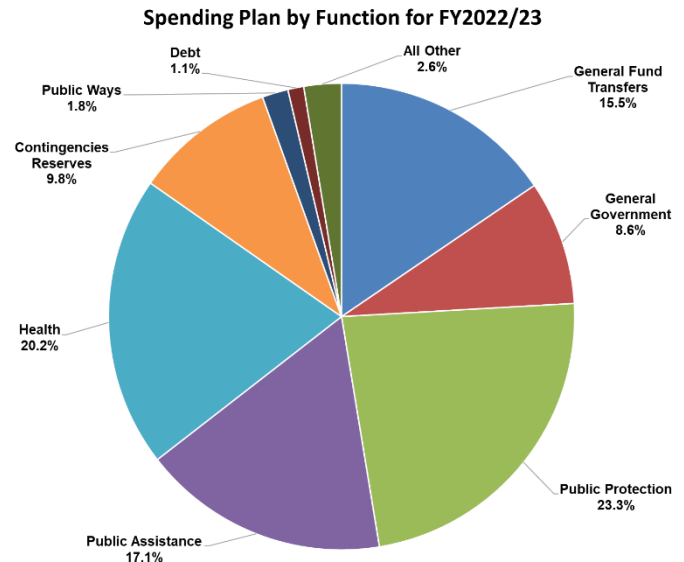
Public Protection represents the single largest category of County appropriations at 23.3% in the FY2022/23 Budget, which is an increase from 22.9% in the FY2021/22 Adopted Budget. Public Protection spending is projected to increase \$15.2 million in FY2022/23 with the largest increases being in labor costs including wages, medical and retirement, inmate costs, insurance costs, and Central Data Processing charges.

Public Assistance, at 17.1%, and Health, at 20.2%, represent the social safety net function of County government, which together represent a increase from FY2021/22. Public Assistance spending is projected to increase by \$20.8 million in FY2022/23, primarily due to increases in the County’s use of ARPA Funding and increases in Social Services programs such as Medi-Cal, CalFresh and CalWORKS as the County addresses the impacts from COVID-19.

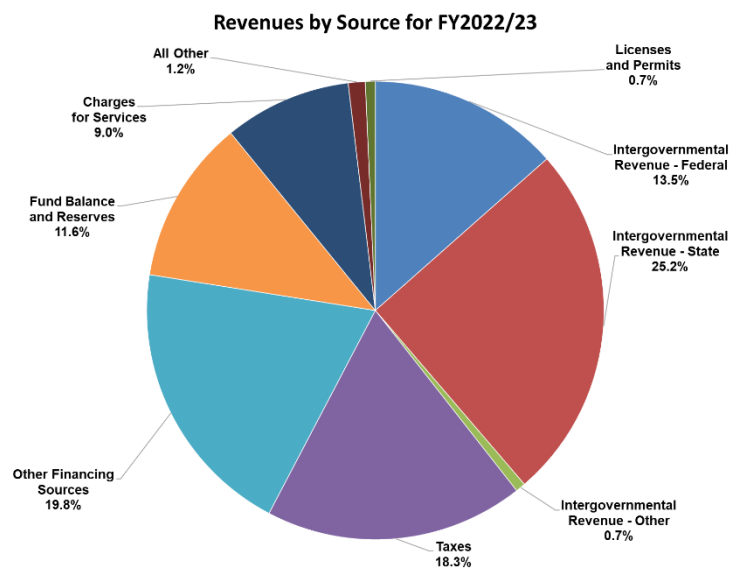
General Fund Transfers represent a 15.5% share of the FY2022/23 Recommended Budget, reflecting the increases in Public Safety costs and increases in Public Assistance related to COVID-19.

The Revenues by Source graph illustrates the different sources of funding to finance the Governmental Funds Budget. The largest revenue sources are Intergovernmental Revenue from State and federal agencies, which collectively account for 38.7% of the Recommended Budget and generally have specific requirements on how funding can be used. Intergovernmental Revenue from State and federal agencies reflect an increase of \$14 million primarily due to one-time federal ARPA funding in FY2022/23. Taxes represent 18.3% of the FY2022/23 revenue projections, an increase from 17.6% from FY2021/22.

Other Financing Sources, which includes the transfer of funding between government budgets, represents 19.8% share of the FY2022/23 projected revenues, which is down from 20.4% share in FY2021/22. Fund Balance and Reserves represents an 11.6% share of the FY2022/23 revenues, a slight increase from FY2021/22.



**GOVERNMENTAL FUNDS**  
**Total: \$1,324,677,744**

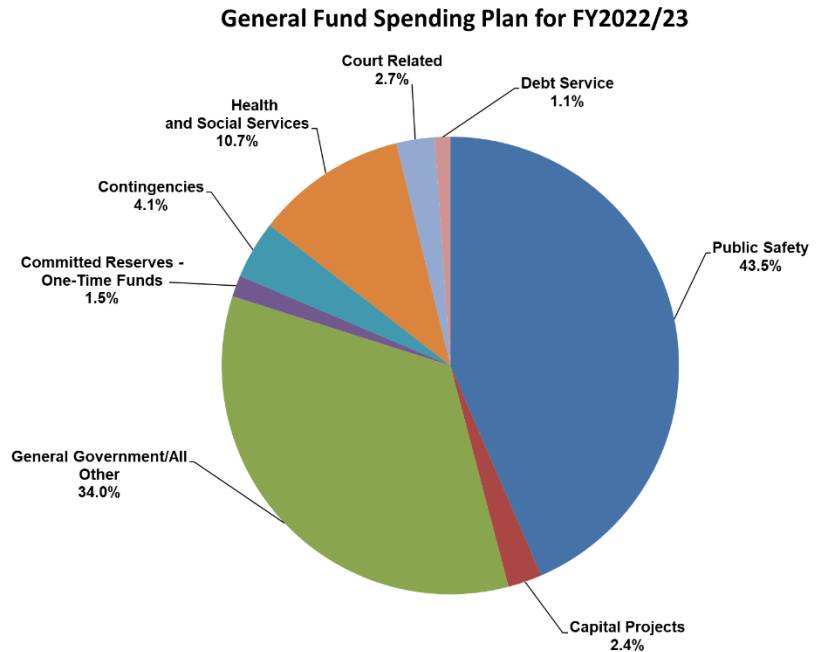


The General Fund Spending Plan (Fund 001) graph portrays a total of \$342.5 million. The Public Safety category represents the single largest category of expenditures at 43.5% in FY2022/23, which is an increase from a 43.0% proportional share in FY2021/22. This category includes the Sheriff, District Attorney, Public Defender, Alternate Public Defender, Other Public Defense, and Probation.

The General Government/All Other category represents a 34.0% share in FY2022/23, an increase from a 32.3% share in FY2021/22. Functions listed under this category include Agricultural Commissioner, Resource Management, Registrar of Voters (ROV), and General Government, courts MOE, and other MOEs.

Health & Social Services is the third largest category of General Fund use at 10.7% of the total, which is up from a 9.5% share in FY2021/22. The General Fund contribution to Health & Social Services is projected to increase by \$4.5 million in FY2022/23.

The FY2022/23 Recommended Budget includes the allocation of \$5 million in one-time funds to committed Fund Balances to address impacts of known future obligations for CalPERS rate increases.

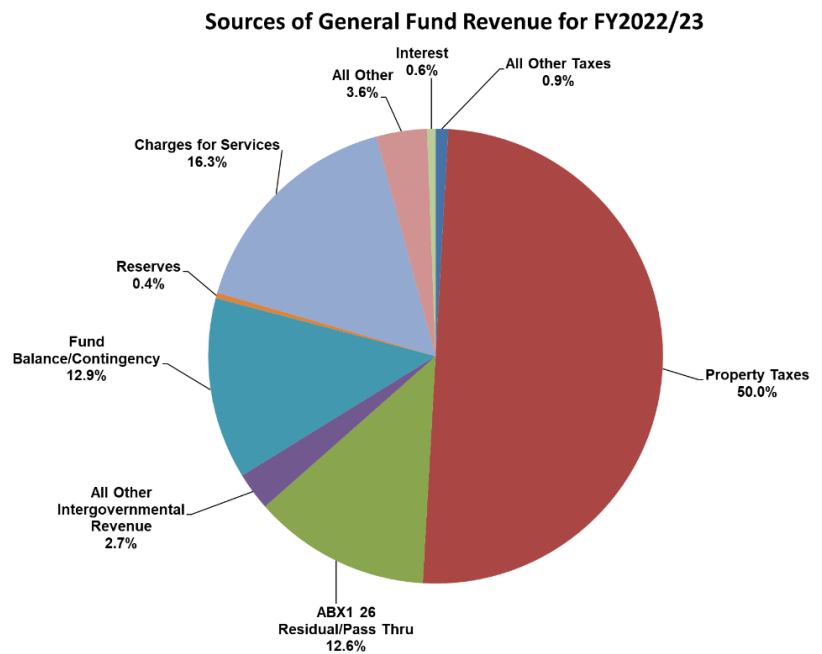


**GENERAL FUND  
Total: \$342,519,084**

The Sources of General Fund Revenue graph provides information concerning General Fund financing for County operations. General Fund revenue is projected to increase by \$18 million from the FY2021/22 Adopted Budget, primarily due to increases in property taxes, ABX1 26 residual taxes and passthrough payments, and an increased Charges for Services.

Revenues derived from property values account for over half of General Fund revenues, with Property Taxes at 50.0% and ABX1 26 residual taxes and passthrough at 12.6%. Property taxes include secured, unsecured, supplemental, unitary, property tax in lieu of Vehicle License Fee (VLF), and property transfer tax. The Budget projects a net increase of \$14.2 million in these property related revenues when compared to the FY2021/22 Adopted Budget.

The second largest source of revenue is Charges for Services at 16.3%, 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 12.9%. The General Fund projected Fund Balance at the end of FY2021/22 becomes a means of financing for the FY2022/23 Recommended Budget.

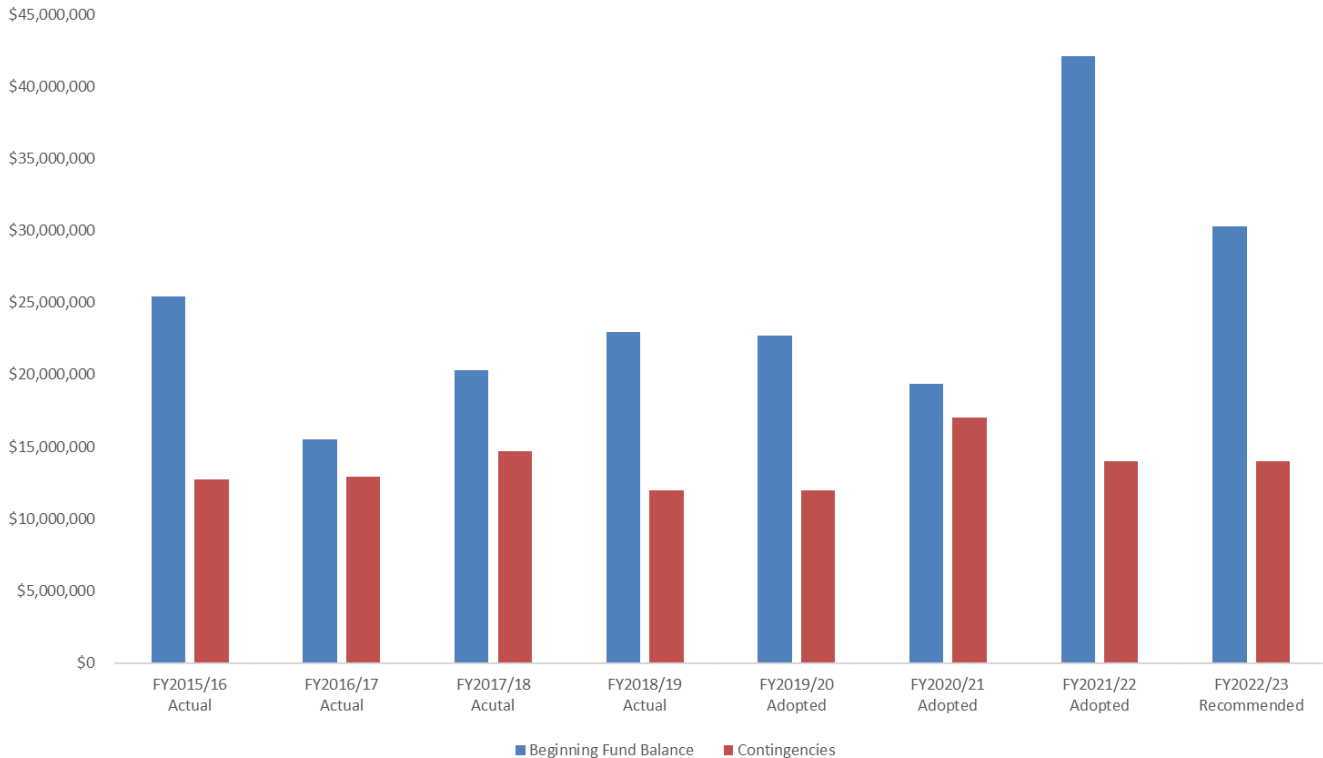


**GENERAL FUND RESERVES, DESIGNATIONS & COMMITMENTS AND FUND BALANCE**

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, healthcare 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 has consciously set monies aside to fund and finance some of the General Fund obligations, liabilities, and responsibilities. The strong fiscal policies established in the 1990’s and maintained by the Board and the execution of those policies by the County departments continues to strengthen the County’s financial position and has enabled the County to manage through the Great Recession, other economic downturns and in FY2020/21 during the COVID-19 pandemic and LNU Fire. The establishment of the General Reserve and the funding of the various General Fund designated Reserves are examples of prudent fiscal management by the County. Our Nation, State, and County economy continue to face significant uncertainty as a result of the COVID-19 global pandemic and subsequent supply chain issues and inflationary pressures that has resulted in numerous actions impacting the economy worldwide. As we look to the future, the Board polices, 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.

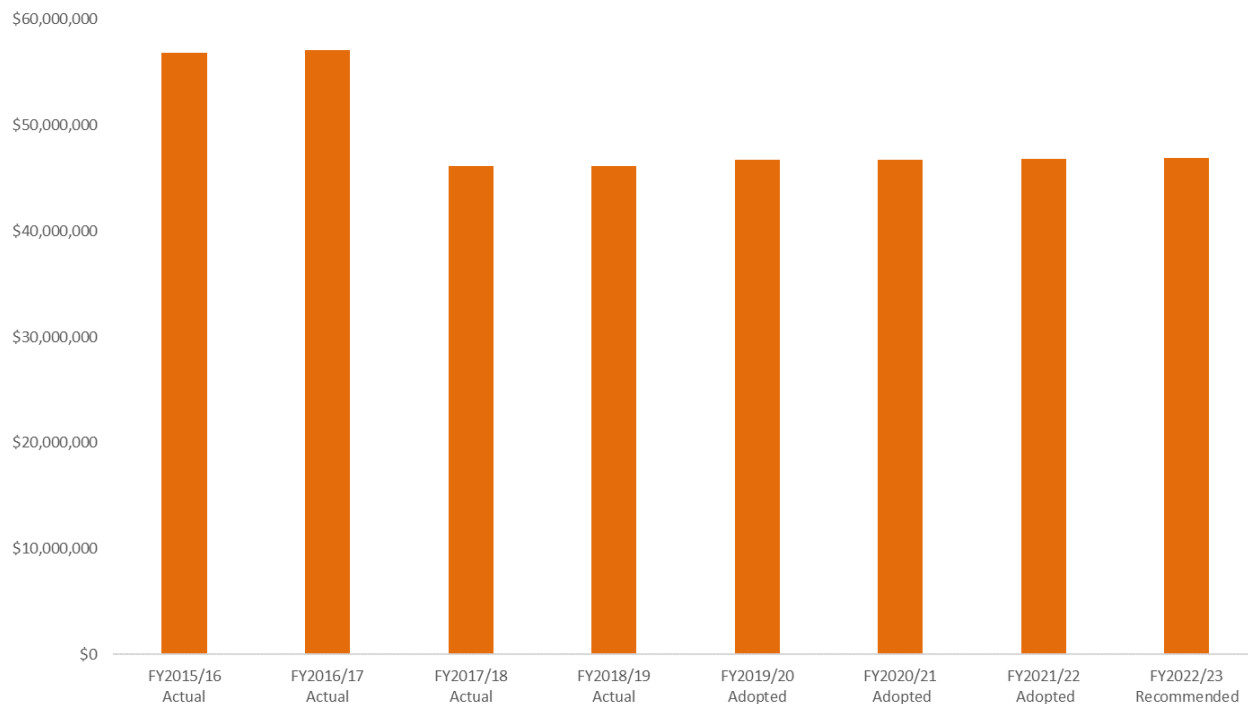
**Fund Balance and Contingencies**



The initial estimation for the Fund Balance at June 30, 2022 is projected at \$44.3 million and is based on the FY2021/22 Midyear projection; this may change as a result of the continuing potential impacts on actual revenue and expenditures due to the COVID-19 pandemic. Estimated Fund Balance includes \$14 million for Contingencies.

On February 13, 2007, the Board adopted the General Fund Contingency policy to establish a level equal to 10% of the General Fund total budget. The current recommendation from staff for FY2022/23 is to maintain a \$14 million contingency amount within the General Fund which is approximately 4.3% of Proposed General Fund Expenditures. Based on the FY2022/23 Recommended Budget the contingency can be set at up to 10% of the General Fund or up to \$34.3 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 4/5<sup>th</sup> vote of the Board of Supervisors.

**General Fund Reserve**



Per Board adopted policy, which is outlined in the Budget Construction and Legal Requirements section of the FY2022/23 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.

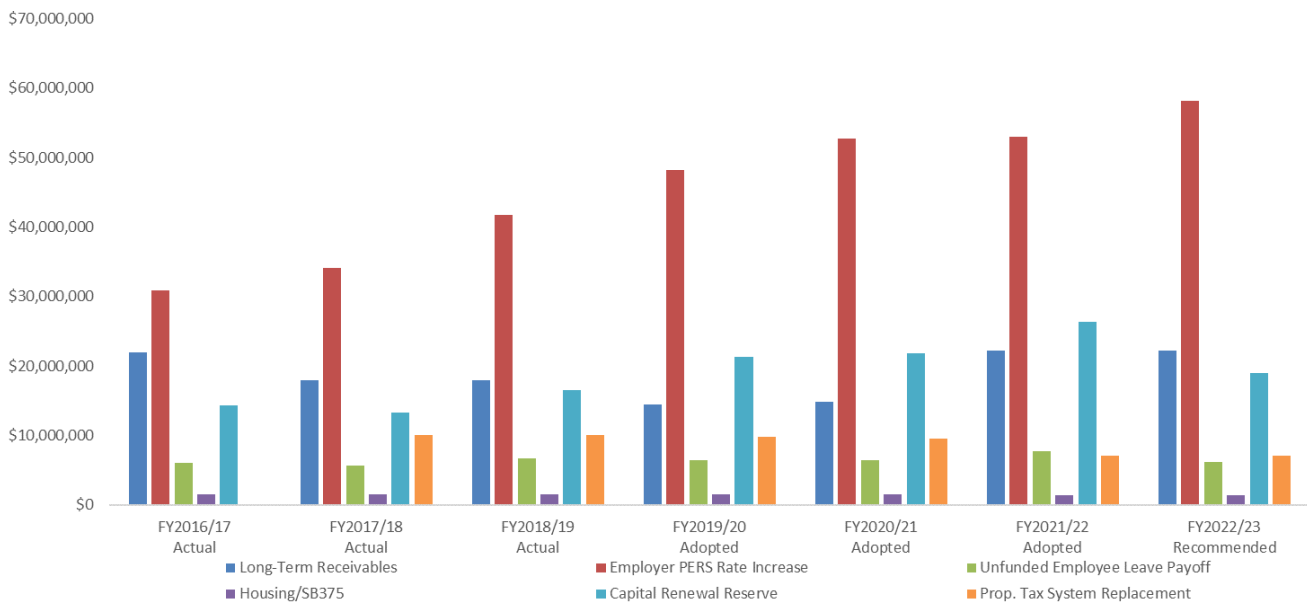
Subject to the Board of Supervisors' restrictions, the following will guide how the General - Fund General Reserve should be used:

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 4/5<sup>th</sup> vote by the Board of Supervisors.

The FY2022/23 Recommended Budget for the General Fund - General Reserve is projected at \$46.9 million. Based on Board policy, the Reserve target is 10% of the County’s total budget, excluding interfund transfers, which calculates to be \$107 million in FY2022/23. The current County General Reserve is \$46.9 million, which is 43.8% 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, 2021, (most recent actuarial report), the County’s unfunded actuarial accrued liability for both the Miscellaneous Plan and Safety Plan is \$676 million (71% Funded Ratio). This figure includes the former Court employees and Solano County Fair Association 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 reduced the unfunded liability and reduced future pension costs to the County.

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The FY2022/23 Recommended Budget for the Employer PERS Rate Increases includes both the value of the IRS 115 Trust at \$32.2 million and the Reserve for Employer PERS Rate Increase at \$25.9 million for a total reserve of \$58.1 million. The FY2022/23 Recommended Budget anticipates \$5 million in additional contributions to the Reserve for Employer PERS Rate.

**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 and 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) and is scheduled to be updated in FY2022/23. The 2016 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 and when possible, available one-time funding to address capital facility needs.

On February 8, 2022, the General Services Department presented to the Board a status update on capital projects included in the FY2022/23 Recommended Budget. Based on a preliminary prioritization of projects under consideration, the Department provided recommendations for funding specific projects.

FY2022/23 Recommended Budget for Capital Renewal Reserve is \$18.9 million and reflects no recommended draws from reserves at this time 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. The FY2022/23 Recommended Budget reflects a Property Tax System Replacement reserve remaining balance of \$7.1 million with an estimated completion date in FY2022/23.

**Unfunded Employee Accrued Leave Payoff**

In accordance with the Board's Fund Balance Policy, in FY2005/06 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 FY2022/23. The reserve has a current balance of \$7.7 million. It is recommended that the Board utilize \$1.5 million of this balance to fund Employee Accrued Leave Payoff in FY2022/23. The FY2022/23 Recommended Budget for the Unfunded Employee Leave Payoff reserve is \$6.2 million.

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**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 FY2022/23 Recommended Budget for Long-Term Receivables is \$22.2 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 the FY2022/23 Recommended Budget, the current balance in the Housing / SB 375 reserve is \$1.4 million. The County Administrator anticipates that some of these funds may be needed in FY2022/23 to provide local matching funds in addressing housing needs for at risk or vulnerable populations.

**COVID-19 PANDEMIC UPDATE**

COVID-19 (Coronavirus) is the contagious virus causing the novel coronavirus global pandemic. Since 2020, the County and its employees have worked to continue to provide services to the residents of Solano County while keeping our employees safe. Led by our Solano County Public Health team, the County has coordinated, communicated, and collaborated with a multitude of partners, stakeholders, and residents to respond to the COVID-19 pandemic. Efforts include response strategies, such as communicating with healthcare providers and partners about the most recent State and national guidance; responding to outbreaks and providing support to businesses and facilities; ramping up drive-through and walk-in testing; conducting surveillance testing to quickly detect positive cases in high-risk settings; bolstering case investigation and contact tracing capacity; informing partners and the public about guidance, resources and updates; providing COVID-19 lab testing services to Solano County and three other counties; and COVID-19 screening at fire evacuation centers.

In December 2020, the Solano EMS Agency, with the County's healthcare partners and Public Health Officer, began focusing on vaccinating Solano County's population against COVID-19. The EMS team, comprised of hospital partners (Kaiser and Northbay), fire departments, Touro University of California, Medic Ambulance (the EMS Ambulance provider), Partnership HealthPlan, and County staff, has administered vaccinations to individuals commencing with first line responders, high risk and at risk populations, and focusing on state prioritized populations; visiting congregate care sites, hosting "pop-up" targeted sites, and supporting a mass vaccination site at the fairgrounds; then expanding outreach to homebound, homeless, and incarcerated persons in Solano County, currently all residents 5 years of age and older is eligible to get a COVID-19 vaccination and all residents ages 12 and older is eligible for a booster shot. The multi-partner mass vaccination and community pop-up clinics have represented a unique and highly efficient model for vaccination. As of May 9, 2022 the County has provided more than 816,000 vaccine doses and more than 163,000 booster shots, with approximately 343,800 or 83% of residents having received at least one vaccine dose and approximately 306,200 or 74% of residents fully vaccinated. In addition to vaccination activities, the Solano County EMS staff have obtained and distributed critical supplies of personal protective equipment, testing supplies, and related materials throughout the pandemic to healthcare partners in the County — all in an effort to protect community members and curb the spread of Coronavirus in Solano County. Thanks to the hard work of the team that came together on behalf of Solano County and the growing number of vaccinated residents there has been a steady reduction in new COVID-19 cases and fewer deaths and hospitalizations.

Over the course of the response to COVID-19, several stimulus packages have been passed providing additional funding to state and local governments to assist in the response to the pandemic. Information regarding significant funding streams received or anticipated to aid in Solano County's recovery efforts are reflected in Department budget narratives throughout the Recommended Budget.



COVID-19 ARPA Recovery Funding:

The American Rescue Plan Act (ARPA) was signed into law on March 11, 2021. American Rescue Plan Act of 2021 (H.R. 1319). The ARPA provides funding for direct relief in the continued response and recovery to the COVID-19 Pandemic. Solano County received a one-time direct federal funding allocation under the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program of \$86,949,405. The use of the direct funding allocation must be in-line with eligible spending categories defined by the US Treasury’s Final Rule.

The process for determining the allocation and use of the County’s direct ARPA SLFRF funding is at the discretion the County Board of Supervisors. The Board has directed an extensive process to analyze the US Treasury’s requirements, conduct a public outreach and community engagement process, review and identify County needs within the eligible spending categories, and determine the best use these one-time COVID-19 recovery funds. The Board’s process to determine the allocation of ARPA funding is ongoing as of the time of this budget.

In addition to the significant funding through ARPA, County Departments are reflecting State and federal COVID-19 response funding in the various County Department budgets. Further, the County is also continuing to pursue claims with the Federal Emergency Management Agency (FEMA) as part of its COVID-19 cost recovery strategy.

The Recommended Budget addresses the continued impact of COVID-19 to the extent that state and federal funds received or authorized as of April 2022 have been included. Additionally, only the initial ARPA SLFRF projects approved by the Board prior to April 2022 are included in the Recommended budget. As the Board approves additional projects the Budget will be updated in FY2022/23 accordingly. The Budget may require adjustments to meet new challenges from the impacts of COVID-19 to the health of individuals and the economy should additional funds be allocated in the state and federal budget.

**OVERVIEW OF THE FEDERAL AND STATE BUDGETS**

**Federal Budget Update**

On March 15, 2022 President Biden signed into law a long-awaited, \$1.5 trillion fiscal year (FY) 2022 omnibus budget bill. The legislation, known as the *Consolidated Appropriations Act* (P.L. 117-103), funds every federal department and agency through September 30, 2022. The Act also includes emergency humanitarian assistance and military aid to Ukraine.

All told, the budget provides \$730 billion in funding for non-defense discretionary programs, a \$46 billion increase over FY2021 spending levels (or a roughly 6.7% funding boost). With regard to the Pentagon, the Act includes \$782 billion for defense and related security spending, an increase of \$42 billion (or 5.6% more than FY2021).

As anticipated, the final budget provides significant funding increases for a number of programmatic areas of importance to Solano County, including transportation and housing, human services, health, climate resiliency, natural resources, and others. Notably, the FY2022 spending law fully funds the array of programs that were newly created or reauthorized under the *Infrastructure Investment and Jobs Act* (IIJA; P.L. 117-58).

The budget also includes billions of dollars in congressionally directed spending for more than 4,000 local and regional projects. Such projects, often referred to as earmarks, were brought back by congressional leaders as part of the FY2022 budget cycle after an eleven-year hiatus. For its part, Solano County was successful in securing the following funding for key community projects:

- \$867,648 for Accessible Pedestrian Pathways and Parking at Lake Solano Park.
- \$431,250 for Accessible Recreational Trails at Patwino Worrtila Kodoi Dihi Open Space Park (formerly Rockville Trails Preserve).

To follow is a high-level summary of federal program funding:

**Labor, Health and Human Services**

A wide variety of workforce development and county health and human services programs received funding increases in the final FY2022 spending Act. Overall, the budget provides a total of \$213.6 billion for the Departments of Labor, Health and Human Services, and Education, or a 7.7% increase over FY2021 spending levels. On the policy front, the Temporary Assistance for Needy Families (TANF/CalWORKs) program was reauthorized though September 30, 2022.

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*Department of Labor*

The Act includes a \$13.2 billion in discretionary appropriations for Labor Department programs, a 5.2 % increase. Key funding levels include:

- \$9.8 billion for the Employment and Training Administration, an increase of \$412 million, or a 4% boost over the FY2021 enacted level. Within this amount, the budget provides:
  - \$870 million for adult training, an \$8 million increase.
  - \$933.1 million for youth training, a \$12 million increase.
  - \$1.075 billion for dislocated worker assistance programs, or \$14 million more than FY2021.

*Department of Health and Human Services*

The Act provides a total of \$108.3 billion for HHS, \$11.3 billion above FY2021 (or a 12% increase). Highlights include:

- \$6.2 billion for the Child Care and Development Block Grant (\$254 million increase).
- \$3.8 billion for the Low-Income Home Energy Assistance Program (\$50 million increase).
- \$11 billion for Head Start (\$289 million increase).
- \$858 million for the Mental Health Block Grant (\$100 million increase).
- \$102 million for the recently enacted Suicide Prevention Hotline, a \$77.6 million increase in order to transition to the 988 hotline later this year.
- \$3.9 billion for substance use treatment (\$100 million increase). Funding includes: \$1.85 billion for the Substance Abuse Prevention and Treatment Block Grant (\$50 million increase); \$1.5 billion for State Opioid Response Grants (\$25 million increase).
- \$806 million for Older Americans Act meal programs (\$15 million increase).
- \$269 million for Child Welfare Services, or the same level of funding as FY2021.
- \$490 billion for the Medicaid program to meet anticipated needs. The FY2022 funding level reflects a \$64.3 billion increase (15% more than FY2021).
- Public health is receiving a new \$200 million investment for public health infrastructure and capacity building.
- \$715 million for the Public Health Emergency Preparedness Cooperative Agreement Program for state and local public health departments, an increase of \$20 million over FY2021.

Transportation, Housing and Urban Development, and Related Agencies

Funding for surface transportation programs of importance to Solano County fared very well under the final FY2022 budget. As expected, the Act fully honors first-year highway and transit program funding levels that were established by the IJA. Passage of the budget also means that the U.S. Department of Transportation can begin fully implementing new programs authorized by the infrastructure law. Likewise, housing programs under the purview of the U.S. Department of Housing and Urban Development received significant increases for the 2022 fiscal year.

*Department of Transportation*

P.L. 117-103 provides nearly \$103 billion for DOT programs, an increase of \$16.2 billion above previous spending. Key highlights include:

- \$57.5 billion for the Federal Highway Administration for core formula programs funded from the Highway Trust Fund (an increase of \$11.1 billion from FY2021), as well as \$2.4 billion from the General Fund for various highway infrastructure programs and projects.

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- \$775 million for National Infrastructure Investments (RAISE/TIGER/BUILD grants), including not less than \$20 million for grants to assist areas of persistent poverty and historically disadvantaged communities. An additional \$25 million is included for a new technical assistance and capacity building program.
  - \$16.3 billion for the Federal Transit Administration, including \$13.4 billion for Transit Formula Grants to expand bus fleets and increase the transit state of good repair, consistent with the IIJA; \$2.3 billion for Capital Investment Grants; and, \$504 million for Transit Infrastructure Grants and projects.
  - \$18.1 billion for the Federal Aviation Administration, \$495 million above FY 2021, including \$1.5 billion for aviation safety initiatives and \$554 million for discretionary Airport Improvement Program grants and projects.

#### *Department of Housing and Urban Development*

The final budget provides a total of \$53.7 billion for HUD, an increase of \$4 billion above FY2021. Highlights include:

- \$27.4 billion for Tenant-based Rental Assistance, a \$1.5 billion increase to serve existing households in the program.
- \$8.45 billion for Public Housing, \$645.5 million above FY2021, including \$3.2 billion to meet the full annual capital accrual need.
- \$3.3 billion in formula funding for the Community Development Block Grant (CDBG), a cut of \$150 million.
- \$1.5 billion for the HOME Investments Partnerships Program, a \$150 million increase.
- \$3.2 billion for Homeless Assistance Grants, an increase of \$213 million (7% increase).
- \$350 million for the Choice Neighborhoods program, \$150 million more than FY2021.
- The U.S. Interagency Council on Homelessness will receive the same level of funding as FY2021 – \$3.8 million.

#### Agriculture, Rural Development, FDA and Related Agencies

The Department of Agriculture and related agencies received discretionary funding of roughly \$25.1 billion in FY2022 – an increase of \$1.4 billion, or 6%. In total, the Act includes over \$234 billion for discretionary and mandatory spending programs.

#### *Rural Development*

P.L. 117-103 provides significant funding increases for clean water and wastewater systems, housing assistance, and broadband to help bridge the digital divide in rural areas. Highlights include:

- Rural Housing – Over \$2 billion for the Rural Housing Service, an annual increase of \$182 million, including a \$40 million increase for Rental Assistance to fund expiring FY2022 contracts.
- Rural Utilities – The Rural Utilities Service will be funded at over \$1.2 billion, an increase of \$482 million. The ReConnect Broadband Program is receiving \$450 million, which is in addition to the \$2 billion in program funding included in the IIJA.
- Rural Business – Rural business programs are funded at \$131 million, an increase of \$34 million.

#### *Food and Nutrition Programs*

Demand for federal nutrition programs is expected to remain high even as the COVID-19 pandemic subsides. Accordingly, P.L. 117-103 provides increased resources for a variety of nutrition programs to meet anticipated needs. Highlights include:

- \$140.4 billion for the Supplemental Nutrition Assistance Program (SNAP/CalFRESH), a \$26 billion (or 23%) increase. The enhanced funding will ensure that participants receive increased benefits consistent with the Thrifty Food Plan, as well as emergency allotments to continue to address the pandemic.
- \$6 billion for the WIC program, also known as the Special Supplemental Nutrition Program for Women, Infants and Children program. This includes \$834 million to increase the amounts of fruits and vegetables in WIC Food Package funding.
- \$26.8 billion for Child Nutrition Programs that support school meals, or a 7% increase over FY2021. Included in the funding is \$45 million for the Summer Electronic Benefit program to allow children to receive an EBT card for meals if their school is closed due to the pandemic.

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*Commerce, Justice, Science (CJS) and Related Agencies*

The CJS Division of P.L. 117-103 provides a total of \$75.8 billion in budgetary resources, which includes \$35.2 billion for the Department of Justice (DOJ), a \$1.4 billion increase over FY2021. The Department of Commerce is receiving \$9.9 billion, an increase of \$989 million.

With regard to grants to state and local law enforcement agencies, the final spending Act includes a total of \$3.9 billion, which represents an increase of roughly \$500 million when compared to FY2021. This includes a total of \$674.5 million for the Byrne-Justice Assistance Grant program, of which \$382 million will be available to support state, local, tribal, and territorial criminal justice systems (6% increase).

The law also boosts funding for the COPS program by roughly 33% (COPS Hiring grants are funded at \$246 million, an increase of \$9 million). Funding also is included for programs that support training for officers to properly handle interactions with individuals who have mental illness or a disability (\$10 million), officer mental health and wellness (\$8 million), the purchase of body cameras (\$35 million), bulletproof vests (\$30 million), and rural law enforcement needs (\$8 million).

Additionally, the final budget includes over \$572 million for grant programs to address substance use disorders; \$135 million for the STOP School Violence Act; \$234 million for the State Criminal Alien Assistance Program (SCAAP); and, \$2.6 billion for programs funded by the Crime Victims Fund, a notable \$585 million increase.

With regard to the *Violence Against Women Act* (VAWA), the final budget provides \$575 million for key grant programs, a 12% increase. In addition, the Act includes a long-overdue, multi-year reauthorization and update of the VAWA statute.

Energy and Water Development and Related Agencies

P.L. 117-103 provides nearly \$55 billion for programs under the purview of the U.S. Department of Energy (DOE), the U.S. Army Corps of Engineers (USACE), and the Bureau of Reclamation. The funding represents an increase of \$3.2 billion above the FY2021 enacted level.

With regard to the Army Corps' budget, the omnibus provides \$3.14 million for dredging activities in the Suisun Bay Channel; \$1.08 million for the San Francisco Bay Delta Model Structure; \$600,000 for dredging of San Pablo Bay and Mare Island Strait; and, \$450,000 for the San Francisco Bay Long Term Management Strategy.

The Act also provides funding for the Bureau of Reclamation's Solano Project, namely \$1.162 million for Resources Management and \$2.535 for Operation, Maintenance, and Repair (OM&R) activities, for a total of nearly \$3.7 million.

Additionally, the law provides \$155 million to fund Western drought initiatives authorized by the WIIN Act, including programs that fund water storage, water recycling, reuse, and desalination projects. The final budget also includes \$500 million for the Water Infrastructure Finance and Innovation Act (WIFIA) to help support low-cost loans for non-federal water infrastructure.

Finally, P.L. 117-103 provides a total of \$45 billion for the Department of Energy (DOE), or \$2.9 billion more than FY2021. With regard to Energy Efficiency and Renewable Energy (EERE) programs, the package provides \$3.2 billion, or a \$339 million increase.

Department of Homeland Security

The FY2022 budget package provides over \$81 billion in discretionary resources for the Department of Homeland Security (DHS) and related agencies, as well as billions of dollars for major disaster response and recovery activities.

*Federal Emergency Management Agency*

The Act provides \$23.9 billion for FEMA, \$2.19 billion above the FY 2021 enacted level, including \$18.8 billion for disaster response and recovery efforts. Highlights include:

- \$645 million for the State Homeland Security Grant Program (\$35 million increase);
- \$740 million for the Urban Areas Security Initiative (\$125 million increase);
- \$720 million for firefighter grant programs (level funding);
- \$355 million for Emergency Management Performance Grants (level funding);

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- \$130 million for the Emergency Food and Shelter program (level funding); and,
  - \$40 million for the Next Generation Warning System to improve the capabilities of public broadcasters to send critical emergency and civil defense warnings.

Notably, P.L. 117-103 increases, from 75% to at least 90%, the Federal cost share for response and recovery efforts for disasters and emergencies that were declared or occurred in 2020 and 2021.

#### Interior, Environment, and Related Agencies

The Interior Division of the omnibus spending package includes \$38 billion in resources, or an increase of nearly \$1.9 billion. The Act also provides an additional \$2.45 billion under the fire suppression cap adjustment. Key highlights include:

- \$5.7 billion for the Forest Service, an increase of \$316 million. Funding is included to improve forest restoration and fire risk reduction efforts and to increase year-round staffing. The law also increases hazardous fuels reduction projects to \$187 million to allow the Forest Service to treat more of the highest-risk acres. Additionally, the Collaborative Forest Landscape Restoration Program is doubled to \$28 million.
- \$3.8 billion for fire suppression, of which \$2.45 billion is provided to the Wildfire Suppression Operations Reserve Fund, \$100 million more than FY2021. The additional funding will provide the Forest Service and the Department of the Interior with a dedicated amount of funding to be used when regular appropriated funds are spent. The Act also provides funds to improve compensation for federal firefighters.
- Full funding for the Payments-in-Lieu-of-Taxes (PILT) program, estimated at a total of \$515 million in FY2022.
- \$9.56 billion for the Environmental Protection Agency (EPA), \$323 million above the FY2021 enacted level, including:
  - \$4.35 billion for State and Tribal Assistance Grants, a \$38 million increase above the 2021 enacted level. Within this amount, the bill includes:
    - \$2.77 billion for Clean Water and Drinking Water State Revolving Funds, equal to the 2021 enacted level.
    - \$43 million for Combined Sewer Overflow grants, a \$3 million increase.
    - \$92 million for Brownfields cleanups, a \$1 million boost in funding.
    - \$92 million for Diesel Emissions Reductions grants, a \$2 million increase.
  - \$100 million for environmental justice activities at EPA, a nearly \$90 million boost. Funding will support grants to environmental justice communities and will bolster EPA's ability to integrate environmental justice principals across its entire mission area, including clean air, clean water, toxic chemicals, and waste management.
  - \$420 million for EPA clean air programs aimed at combatting climate change and addressing air pollution. The Act also establishes a new grant program to support community efforts to mitigate the health hazard posed by wildfire smoke.
  - \$1.9 billion for deferred maintenance projects for the National Park Service, the Bureau of Land Management, the Fish and Wildlife Service, the Bureau of Indian Education, and the Forest Service as part of a five-year deferred maintenance initiative under the Great American Outdoors Act (GAOA).

#### Outlook – Fiscal Year 2023

On March 28, President Biden unveiled his FY2023 budget request to Congress, which covers broad spending categories and includes projections for major entitlement programs, such as Social Security, Medicare and Medicaid. All told, the administration is proposing \$5.8 trillion in mandatory and discretionary spending for the upcoming fiscal year. On the discretionary side of the ledger, the administration's budget request calls for nearly \$1.6 trillion in federal spending, a 5.7% increase over FY2022 enacted funding. This includes \$769 billion for domestic programs and \$813 billion for defense-related programs.

Appropriators in Congress are in the process of holding hearings with Cabinet officials to delve further into the budget request, with committee action on the FY2023 budget expected later this spring or early this summer.

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**California State Budget Update**

The Governor's initial budget proposal was released in early January 2022, and includes fully funding the State's Rainy Day Fund, paying down future obligations, and allocating discretionary surplus to one-time investments. The Governor's initial budget proposal calls for \$286.4 billion in total state funds, consisting of approximately \$213.1 billion from the General Fund, \$65.3 billion from special funds, and \$8 billion from bond funds. The Governor's proposed budget trends upwards from previous years enacted budgets. For reference, the FY2021/22 budget spent \$262.5 billion in total state funds, consisting of approximately \$196.4 billion from the General Fund, \$61.2 billion from special funds, and \$4.9 billion from bond funds, whereas the FY2020/21 budget spent \$202.1 billion in total state funds, consisting of approximately \$133.9 billion from the General Fund, \$62.1 billion from special funds, and \$6.1 billion from bond funds.

Similar to FY2021/22, FY2022/23 reflects a sizable surplus based on revenue trends. The estimated budget reserves included in the January budget include \$20.9 billion in the Proposition 2 Budget Stabilization Account (Rainy Day Fund), \$9.7 billion in the Public School System Stabilization Account, and \$3.1 billion in the State's operating reserve. The proposal funds the Rainy Day Fund to its constitutional maximum (10% of General Fund revenues) which will require \$2.4 billion to be dedicated to infrastructure investments in FY2022/23. It is also important to note that the Governor predicts the State Appropriations Limit (or "Gann Limit") is likely to be exceeded in FY2020/21 and FY2021/22. Any funds above the limit are constitutionally required to be allocated evenly between schools and a tax refund. Updates on the Gann Limit will be provided in the May Revision.

**Health, Behavioral Health and Homelessness and Housing**

The proposed budget reappropriates funding for the Office of Health Care Affordability included in the FY2021/22 Budget Act and proposes further statutory changes for its establishment. The budget also includes expansions of Medi-Cal of \$819 million with the goal of Medi-Cal becoming available to all income-eligible Californians, regardless of immigration status. Several investments are proposed for the behavioral health crisis care continuum, along with the proposed CARE Court that the Governor outlined in late February. In 2022, the Health and Human Services Agency will implement the 9-8-8 crisis hotline for those experiencing a mental health crisis. Additionally, \$7.5 million with \$6 million ongoing is allocated for the hotline and crisis centers. In addition to these investments, the proposed budget includes \$1.5 billion for investment in workforce development that aims to train the health and human services workforce.

The County continues to face financial adversity with respect to the State's forced transition of specialty mental healthcare clients to the County. For decades, the State has contracted for these services but is moving to push this responsibility to the County without requisite funding. The Solano delegation is actively engaged on this matter on behalf of the County and seeking legislative assurances for funding and an orderly transition.

Building off the three-year \$12 billion allocation from FY2021/22, the current proposal allocates an additional \$2 billion to continue the State's efforts in addressing homelessness. The budget proposal also adds \$1.5 billion over two years to accelerate the development of affordable housing made possible by the \$10.3 billion investment made in last year's budget.

Counties have been raising ongoing concerns with the CARE Court proposal, as new funding and needed housing remains a core gap for the population that is intended to be served by this new model. The Governor has indicated he would like to see the CARE Court operationalized by the new fiscal year which would require exceptional speed to develop the processes and identify funding and secure personnel and administrative resources for implementation. This will affect counties both fiscally and operationally.

**Wildfires**

Last year, the State invested \$1.5 billion in various wildfire prevention measures including increased funding for CalFire, prevention grants, and other prevention projects. This year, the Governor's budget allocates an additional \$1.2 billion over two years to continue these investments in wildfire prevention. Additionally, \$400 million is allocated to address the effects of prolonged wildfire seasons on CalFire firefighters.

**Public Safety**

The Governor's proposed budget includes \$285 million over three years to bolster local law enforcement response to organized retail theft crime and \$18 million over three years for the Attorney General to prosecute organized retail theft crimes. Also included in the budget is \$25 million to provide matching grants for local government gun buyback programs and \$20 million for a drug interdiction program at the California-Mexico border.

Water and Drought

The Governor’s proposed budget includes \$880 million to continue the current year’s Water Resilience Package, and an additional \$750 million for Drought Response. The \$750 million allocated for drought response comes from the General Fund, and of the \$750 million allocated for drought response, \$200 million is dedicated to water conservation efforts, \$65 million is dedicated to activities that would address immediate drought conditions and \$250 million has yet to be specified. Also, in the Governor’s proposed budget there is an agreement to provide \$4.6 billion across three years for water activities, including \$3.3 billion in the current year.

May Revision and Budget Adoption

The Governor is expected to release his proposed May Revision towards the end of the second week of May (last year was May 14). Once the Revision is released, the budget committees will quickly set to work to “close out” the budget items and move to negotiations between the houses on the final legislative version of the budget, which in turn will lead the final negotiations on the budget which will be in print by June 12 for action on June 15.

**ECONOMIC RISKS - POTENTIAL IMPACTS POST COVID-19 RECOVERY**

Nationally

The Congressional Budget Office (CBO) released its update to the ten-year Economic Outlook: 2021 to 2031 report, in July 2021, providing analysis of the impact of the COVID-19 pandemic. The next update is anticipated at the end of May 2022. Current projections reflect a \$3.0 trillion federal budget deficit in 2021 due to COVID-19 impacts. This deficit represents 13.4% of gross domestic product (GDP), following 14.9% last year, the like not being seen since 1945. The CBO projects this to stabilize to 5.5% by 2031 and for revenues to remain largely stable relative to GDP over this ten-year period.

Pandemic impacts are easing, which along with supply chain disruption has resulted in increasing consumer demand for goods and service, leading to inflation. The CBO is projecting inflation grew by 7.4% over 2021. The CBO anticipates annual output growth to average 2.8% through 2026, which will exceed the anticipated average growth rate of GDP at 2.0%. For the period of 2027-2031, the growth rate of GDP is anticipated to decrease its growth to 1.6% annually. Supply of goods will lag demand, with improvements to supply and employment anticipated during 2022. The economy will continue to expand, and the interest rate on 10-year Treasury notes is anticipated to rise to 2.7% by 2025, and 3.5% by 2031, although still historically low.

It is anticipated the Federal Reserve will raise interest rates by 50 basis points in May 2022 in order to combat inflation, and that this pattern will continue into 2023. Previous year forecasts projected lower inflation than experienced, which delayed the raising of interest rates and the economy is still impacted by COVID-19. Current interest rates on federal borrowing continue to remain low, ranging between 0.25% - 0.50%, raised in March 2022 from a range of 0.0% -0.25%.

The rates of infection from COVID-19 appear to be stabilizing and remain low but declaring an end to the pandemic remains uncertain. Further concerns of supply chain issues, the Russian invasion into Ukraine, unemployment, rising energy and food prices, inflation, and foreign divestment continue to stoke uncertainty and fear of recession.

California

The Bureau of Labor Statistics (BLS) reported that gas prices averaged \$5.84 a gallon in the San Francisco region in April 2022, \$1.90 higher than one year ago, with households paying 4.6 cents more per kWh for electricity and \$0.40 more per therm for piped gas (not seasonally adjusted). BLS released April 2022 figures on the Consumer Price Index for the San Francisco area, demonstrating a 5.0% increase from one year ago, with food prices increasing by 10.2%, energy by 31.1% (mostly due to gasoline), and all items less food and energy increasing by 2.7%. Food at Home increased by 13.5%, with Food Away from Home rising only 6%.

Unemployment figures total 5.6% in the San Francisco Metropolitan statistical area and 6.4% in the Sacramento Metropolitan statistical area when compared with 7.3% in California during 2021 (data made available March 2022). The CBO projects a 5.7% nationwide unemployment rate in 2021, 5.0% in 2022, and 4.7% in 2023, and projects an average of 4.1% from 2026-2031, still above the average of 3.7% preceding the pandemic in 2019.

Staff will be monitoring closely the State and federal economic developments and the budget decisions that this ongoing emergency requires and will return to the Board as necessary.

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**FY2022/23 GENERAL FUND RECOMMENDED BUDGET**

The County's FY2022/23 Recommended Budget for the General Fund of \$342.5 million is balanced anticipating revenues of \$296.7 million, drawdowns from committed Fund Balances of \$1.5 million for Accrued Leave Payoff and use of Fund Balance (\$44.3 million).

The Recommended Budget for General Fund reflects revenues of \$296.7 million, an increase of \$18 million excluding reserves when compared to the FY2021/22 Adopted Budget of \$278.7 million. The increase in revenues anticipates a net increase in Tax Revenues totaling \$14.5 million, including taxes driven by the increased value in assessed roll, and other tax revenue primarily due to improved property values and increases in ABX1 26 Residual Taxes and pass-through payments. As the County continues to recover from the economic decline due to the COVID-19 pandemic, other revenues derived from taxes are anticipated to increase, including: Current Unsecured, Penalties, and Sales and Use Tax revenue.

**GENERAL FUND FISCAL PROJECTIONS**

Solano County uses Fiscal Projections 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 FY2021/22 Midyear projections prepared in February 2022 and are provided for comparison only, using the FY2022/23 Recommended Budget as the starting point for the upcoming year. The table reflects projected revenues and expenditures through FY2024/25. 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 FY2022/23 Recommended Budget and the projections are subject to change pending revenue and expenditure impacts due to external factors resulting from the COVID-19 pandemic. 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 FY2022/23 Adopted Budget.



Solano County  
 General Fund - Fiscal Projection  
 FY2022/23 Recommended Budget  
 (in million of dollars)

	Midyear Projection For 6/30/22	Recommended Budget FY2022/23	Projected Budget FY2023/24	Projected Budget FY2024/25
a <b>General Fund, Beginning Balance</b>	\$ 56.10	\$ 44.29	\$ 14.00	\$ (1.62)
TO Reserves:				
General Reserves				
Unfunded Employee Leave Payoff				
Capital Renewal Reserve	5.000			
Employer CalPERS Rate Increases	1.282	5.000		
PARS 115 Trust				
b Subtotal - TO Reserves	6.282	5.000	0.000	0.000
FROM Reserves:				
General Reserves				
Unfunded Employee Leave Payoff	1.500	1.500	1.500	1.500
Capital Renewal Reserve	7.445		4.000	4.000
Employer CalPERS Rate Increases			4.000	4.000
Encumbrances	0.757			
c Subtotal - FROM Reserves	9.702	1.500	9.500	9.500
d <b>Net Increase (Decrease) in Funding Sources: (b+c)</b>	3.420	(3.500)	9.500	9.500
e <b>TOTAL AVAILABLE FINANCING (a+d)</b>	59.520	40.792	23.496	7.875
f Operating Expenditures (excluding Contingencies/transfers to Reserves)	308.183	323.519	329.882	340.771
g Contingencies	0.000	14.000	12.000	12.000
h <b>Total Operating Expenditures</b>	308.183	337.519	341.882	352.771
i Operating Revenues (excluding transfers from Reserves)	290.155	296.723	304.761	314.452
j Operating Expenditures (excluding Contingencies/transfers to Reserves)	308.183	323.519	329.882	340.771
k <b>Net operating Revenues over (under) Expenditures [known as Operational Deficit] (i-j)</b>	\$ (18.028)	\$ (26.796)	\$ (25.121)	\$ (26.319)

\* General Fund, Beginning Balance in FY2022/23 includes estimated additional savings from County departments as projected at Midyear, however COVID-19 financial impacts may reduce the beginning fund balance for FY2022/23. FY2023/24 and FY2024/25 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 FY2023/24 and beyond.

\* Operating Expenditures in FY2022/23 include an \$8.1 million General Fund contribution to Accumulated Capital Outlay for capital projects as outlined in the ACO BU1700 Departmental Budget. FY2023/24 and FY2024/25 are projected based on a \$4 million contribution for capital project funding per year, resulting in a decrease in projected Operated Expenditures when compared to FY2022/23.

**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 FY2022/23 Recommended Budget includes the use of General Fund – Committed Fund Balances of \$5 million from Employer CalPERS Rate Increases and \$1.5 million from Unfunded Employee Leave Payoff.

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The significant Revenue Assumptions from the General Revenues budget include:

- An estimated 3% increase in assessed values compared to the FY2021/22 corrected assessment roll, resulting in projected increases of \$4.3 million in Current Secured Property Taxes and \$2.4 million in Taxes in Lieu revenues. Projections in FY2023/24 and FY2024/25 reflected herein were based on 3% increases. Based on the corrected assessment roll as of June 30, 2021, 7,100 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.
- ABX1 26 Taxes are projected to increase by \$4.4 million in ABX1 26 passthrough, and to increase \$2.2 million in ABX1 26 Residual Tax Revenue, which continues to benefit from the prior year court decision in the City of Chula Vista vs San Diego Auditor-Controller that resulted in a methodology change on passthrough caps and residual taxes.
- Current Unsecured Property Taxes are projected to remain flat in FY2022/23 when compared to the FY2021/22 Adopted Budget. While the revenues have remained relatively stable, there is a potential for business inventory and valuation changes due to the COVID-19 pandemic resulting in closures which may negatively impact Unsecured Tax revenue. In the subsequent years, Unsecured Tax is anticipated to increase by only 1% per year in FY2023/24 and FY2024/25 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 Recommended Budget reflects \$48 million in Proposition 172 funding. FY2022/23 has no growth projected as a result of projected changes in the distribution formula driven by the recovery of taxable sales in other jurisdictions. As Proposition 172 funds increase for the County, the Public Safety Fund Departments may require a decrease in County revenue support in the delivery of mandatory services. It is anticipated in subsequent years there will be an increase in the statewide projected sales tax revenue as the California economy continues to recover from the COVID-19 pandemic, but at a slower rate than in the previous years. County staff is monitoring the sales tax projections for Proposition 172 revenues and may provide update projections prior to final approval of the FY2022/23 Adopted Budget.
- The Recommended Budget for FY2021/22 reflects \$59.7 million drawdown in 1991 State – Local Realignment revenues, a decrease of \$9.4 million; and \$68.9 million in 2011 Realignment funds, an increase of \$4.2 million. The draw of Realignment funds is used to maintain programs primarily in Health & Social Services and Public Safety. The decrease in 1991 Realignment represents a lower need to cover projected cash flows. If federal and State revenues come in higher than anticipated, then General Fund Contributions 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 29.86% for Miscellaneous and 37.82% for Safety in FY2022/23.
- Health insurance costs are projected to increase 5% per year based on past rate history for FY2022/23, with 5%-7% annual increases likely in future years.
- The County General Fund Contributions through FY2022/23 are listed below:
  - General Fund support for Public Safety is projected to increase from \$144.5 million to \$149.1 million; a \$4.6 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 increase from \$32.1 million to \$36.6 million; a \$4.5 million increase. The increase is primarily due to changes in the General Fund costs for IHSS resulting from the modifications to the IHSS Maintenance of Effort (MOE), increases in assistance costs primarily due to Adoption Assistance and Foster Care Assistance program cost and General Assistance, and increases in County share of cost for

the administration of CalFresh, and increase General Fund costs in funding the ongoing structural deficit in the Primary Care and Dental Clinics.

- The FY2022/23 Recommended Budget includes a Contingency appropriation of \$14 million.

**General Fund Deficit Reduction Strategies for FY2022/23 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 and 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 that can be expected based on the Governor’s May Revision and ultimately approved legislation including budget Trailer Bills.

The Recommended Budget document was prepared early in the March/April timeframe to facilitate the mandated public release of the budget in May 2022. To accommodate the release, the departmental budgets reflect only the known and approved State and federal programs changes as of April 2022, which will take effect July 1, 2022.

COVID-19 Pandemic: The County continues to face challenges in responding to and recovering from the COVID-19 pandemic. In FY2022/23 the County will continue to support recovery efforts, while addressing the ongoing need to respond to public health challenges from the COVID-19 pandemic. To date the County has provided more than 816,000 vaccine doses and more than 163,000 booster shots, with approximately 343,800 or 83% of residents having received at least one vaccine dose and approximately 306,200 or 74% of residents fully vaccinated. In addition to vaccination activities, the Solano County EMS staff have obtained and distributed critical supplies of personal protective equipment, testing supplies, and related materials throughout the pandemic to healthcare partners in the County — all in an effort to protect community members and curb the spread of Coronavirus in Solano County. In an effort to recover costs related to COVID-19, County staff endeavor to maximize available funding from the State and federal government. Additionally, the County is pursuing claims with the Federal Emergency Management Agency (FEMA) as part of its COVID-19 cost recovery strategy. The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

Public Health - It is anticipated that the impacts of the COVID-19 pandemic will begin to abate over the coming year and likely result in reduced needs for redirection of Public Health resources to COVID-19 activities. Supplemental COVID-19 funding for ELC Enhancing Detection Expansion and for vaccinations is scheduled to expire at the end of June 2023, but it remains available in the coming fiscal year to offset costs related to remaining redirections and to provide some temporary relief on the Division’s need to over utilize 1991 Public Health Realignment to fund its operations. Public Health continues to monitor vacant positions and move positions between programs within the Division to maximize funding where possible.

Pending approval by the State Legislature, and the Governor’s signature, it is anticipated that new infrastructure funding for local health departments may become available next fiscal year. The amount of funding that Solano County can expect to receive and the specific restrictions on use of the funding remain unclear. However, if made available, these funds may help sustain some of

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the work funded through one-time COVID-19 funding, allow Public Health to resume its focus on prevention programs, and restore some of the funding reductions that occurred in 2020.

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. 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.

In-Home Supportive Services: The federal share of IHSS costs historically ranges between 50%-56%, the remainder is referred to as the non-federal share of cost for negotiated wage and benefit increases in the IHSS. The State legislation and Maintenance of Effort County Contribution is split depending on IHSS category approximately 65% State and 35% County. IHSS PA and SEIU 2015 completed negotiations in September 2021 and provider wages were increased locally by 70 cents per hour in December 2021, and the State minimum wage increased wages by one dollar in January 2022. The Solano IHSS wage is fixed at \$16.20 per hour through June 2024. IHSS Providers in Solano who work more than 65 hours per month remain eligible for a supplemental health plan that includes prescriptions, vision, and dental care paid for by the IHSS PA.

Mental Health Board & Care Residential Facility: The Mental Health Board and Care residential facility is scheduled to be completed by October 2022. Only once (or when) the building is complete and released to the County can State licensing occur. Licensing is anticipated to take two to three months with a projected facility opening at the start of 2023 calendar year. A Request for Proposal (RFP) was issued, a vendor selected, and contract negotiations are underway. Since the process is not yet completed, the appropriations are not included in the Recommended Budget. The Department estimates the ongoing annual operational costs will be between \$2 million to \$2.5 million. The final determination of operational costs claimable under State or federal programs remains under review. The Department will return to the Board in September 2022 with an update on costs, a proposed operations contract, and a request for funding related to unclaimable costs to operate the facility.

Family Health Services - Clinics: Family Health Services (FHS) operates fixed-site Federally Qualified Health Center (FQHC) medical and dental clinics in Fairfield, Vacaville, and Vallejo. The FHS clinics continue to experience operating losses due to insufficient FQHC revenues, partly caused by circumstances beyond the clinics' control such as reimbursement rates not keeping up with rising costs to operate the clinics, and unanticipated leaves of absence/provider vacancies. Previously, H&SS redirected 1991 Public Health Realignment to cover 100% of the FHS structural deficit (i.e. funding gap). The continued use of 1991 Public Health Realignment in FHS negatively impacts Public Health's ability to sustain and/or expand services, and core Public Health functions that are primarily funded with 1991 Public Health Realignment. As a result, the FY2022/23 Recommended Budget includes the use of County General Fund to partially support the FHS clinics.

California Advancing and Innovating in Medi-Cal (CalAIM): The broad-based delivery system creates the potential opportunity for AAAs and senior services organizations to develop formal contractual partnerships with Medi-Cal Managed Care Plans. Although the N/S AAA will not enter a contractual partnership, some of the program's service providers may, which will require providers to separate staffing and processes from AAA-funded programs. This may require additional monitoring. Staff continues to participate in webinars and conversations about the potential impacts to AAAs.

DHCS launched a system redesign plan in January 2022 after an approved Medicaid Waiver from the federal Center for Medicaid Services. California Advancing and Innovating in Medi-Cal (CalAIM) intends to improve quality of life and health outcomes by implementing a statewide person-centered approach to providing services and payment reform for the Medi-Cal program. To meet the requirements of this effort, staff have developed a steering committee and implementation team to adhere to requirements as outlined in the Behavioral Health Quality Improvement Program (BHQIP) implementation plan required by DHCS for incentive payments, which was submitted Spring 2022.

Along with implementing the Drug Medi-Cal Organized Delivery System (ODS), Behavioral Health implemented a co-occurring integrated model for care through reassignment of substance use disorder staff as liaisons to each of the three adult outpatient Integrated Care Clinics and various youth/adult FSP programs to provide American Society of Addiction Medicine (ASAM)

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assessments and link clients to Drug Medi-Cal ODS services while maintaining mental health services as needed with the goal of treating both mental health and substance use disorders concurrently. Data from 2021 showed that out of a total of 3,712 adult clients with mental health diagnoses, 1,298 or 35% of the clients also had a co-occurring substance use disorder, which often affects their ability to fully engage in mental health treatment. Historically these services have not been provided concurrently, resulting in underreporting diagnoses. The national prevalence of co-occurring diagnoses is 50-60%. As this is also an integral part of the CalAIM system redesign, Behavioral Health continues to implement co-occurring integration with staff and community partners for better coordination of care.

Several key components of the California Advancing and Innovating Medi-Cal (CalAIM) initiative that impact Behavioral Health will be implemented in FY2022/23. Scheduled for implementation are documentation redesign, no wrong door to access services, co-occurring treatment, and standardized screening and transition tools. Payment reform will be implemented July 1, 2023, which will significantly change the reimbursement structure for Medi-Cal services. The current proposal changes reimbursement from a minute-based cost per unit to a fee for service based on Health Care Common Procedures Coding System (HCPCS) codes by provider type. Reimbursement to counties will be through an Intergovernmental Transfer (IGT) process. Program and fiscal impacts of the CalAIM changes are still unknown. The State is seeking consistency across all 58 counties.

CalAIM continues to propose transitioning Kaiser Medi-Cal specialty mental health services to the County caseload by July 2023. DHCS currently estimates that approximately 2,091 current Kaiser beneficiaries will transfer with an estimated cost to serve this population exceeding \$16 million annually. No funding is available for this transfer and the County continues to advocate for sufficient funding and time to absorb this new responsibility.

Community Assistance, Recovery and Empowerment (CARE) Court: On March 3, 2022, Governor Newsom released a proposal for Community Assistance, Recovery and Empowerment (CARE) Court in each county. The proposal would require counties to provide comprehensive treatment to the most severely impaired and untreated population and hold patients accountable to their treatment plan. While the proposal seeks to hold counties accountable for the services, it does not provide any new funding for services or housing. The State has begun to engage the California State Association of Counties (CSAC), County Behavioral Health Directors Association (CBHDA), and other stakeholders to shape this concept and many details need to be developed.

The CARE Court framework as proposed by Governor Newsom, which is intended to support homeless community members, is potentially aiming to divert MHSA funds. The CARE Court is not aligned with the values of MHSA and stakeholder groups are opposed to this new legislation. Newly proposed legislation, SB 970 (Eggman), is poised to restructure MHSA significantly by transitioning from a required MHSA Three-Year Plan to a Five-Year Plan, adding language for outcome measures, proposes to eliminate the required percentage allocations to CSS and INN, and lists “excess MHSA funding” as a potential mechanism to fund the CARE Court. A significant challenge is that often what may be viewed as “excess” funding is unspent funds allocated to support programming identified through the current MHSA Three-Year Plan. It will be important to monitor this legislation closely as potential diversion of MHSA funds could jeopardize existing programs.

2011 Public Safety Realignment/AB 109 Funding: The Recommended Budget reflects the County’s share of the estimated total AB 109 base and growth funding allocations statewide. The budget recommendation by the Solano Community Corrections Partnership (CCP) includes an estimated allocation of \$17.2 million to fund 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.

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. Proposition 172 is projected at \$48 million in the Recommended Budget, representing a reduction from revenues projected at FY2021/22 Midyear. Proposition 172 continues to represent strong statewide sales tax collections driven by the continued recovery from the COVID-19 pandemic. The County is anticipating a decline in Proposition 172 based on changes in the distribution formula, driven by the recovery of taxable sales in other jurisdictions that were negatively impacted by COVID-19. Staff is working with HDL, the County Sales Tax consultant, to monitor the statewide trend in Proposition 172 funding and will update the Board as necessary during the year.

Juvenile Justice SB823 - Senate Bill 823 outlines the process for the closure of the Division of Juvenile Justice (DJJ), effective July 1, 2021. Counties will be expected to serve these youths locally. The legislation also includes the development of a County Plan, which describes the programs, services, and interventions provided to youths as well as facility and operational changes

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that will take place at the local juvenile detention facility. The Department will continue to work with the Juvenile Justice Coordinating Council, treatment providers, and other stakeholders to meet the needs of this population in detention and in the community.

Property Tax Appeals/Prop 8 Values: As of May 10, 2022, there are 241 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 \$2.5 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, 2021, 7,100 of the County's 150,555 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. 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 included full implementation of SB 1 for the fiscal year in FY2021/22. Now that each component of SB 1 is fully implemented, revenue increases and decreases will occur at a more moderate rate. While fluctuations in fuel consumption, inflation, economic stability, and vehicle registrations affect SB 1 revenue, gasoline prices no longer directly tie to fuel tax rates, providing more revenue stability. Although fuel consumption has been declining in recent years, the rate of inflation has outpaced that decline, resulting in relatively stable gas tax revenues. Since 70% of SB 1 revenue remains tied to fuel consumption, should there be a significant decline then revenue would be adversely impacted. FY2022/23 is projected to see a 12% increase over FY2021/22 as the State rebounds from the COVID-19 pandemic. This projected increase could be impacted by either recent inflationary trends created by geopolitical concerns having an overall negative impact on the economy, or a State or federal government freeze or roll-back on gas taxes.

Energy Efficiency and Resiliency Project (ENGIE) – On April 27, 2021 the Board authorized staff to move forward with the proposed energy and efficiency and resiliency project and related project financing. The project includes the installation of photovoltaic (solar) energy systems and other energy saving initiatives at County facilities. These initiatives are aimed in part at improving the energy resilience of the County's facility sites in preparation for Public Safety Power Shutoff (PSPS) events and other catastrophic outages to ensure continuity of County services, as well as identifying potential technologies to reduce reliance on fossil fuel, address greenhouse gas and reduce utility costs. The project budget as of FY2021/22 \$45,725,305 which included \$40,685,100 in ACO Fund 006 and \$5,040,205 in Library Fund 004. During the process of approving this comprehensive project, it became clear that several currently funded projects were overlapping or would be better managed as a consolidated project to be done concurrently with the Energy Conservation Services Project. As such, the FY2022/23 Recommended Budget includes the consolidation of these existing projects totaling approximately \$9.2 million in revenue including shared costs from the State courts, to offset the costs associated with including these projects as additions to the ENGIE scope. The total consolidated project cost is approximately \$54.9 million and include (1) Re-roofing 275 Beck H&SS Headquarters; (2) More comprehensive HVAC upgrade to Solano Justice Center at 321 Tuolumne Street in Vallejo; (3) Emergency power generation project CAC Backup Power Generation; and (4) Additional streetlights not captured in PG&E data. The consolidated projects will continue to be developed and be tracked separately and any contract changes will be presented to the Board of Supervisors for approval.

The Project's delivery continues to face challenges around supply chain constraints, microchip shortages and materials cost escalation, all of which the project team continues to navigate. The contract approved on June 22, 2021, included a clause to account for some increased materials costs, allowing ENGIE to request a contract price increase based on an index of materials costs. The allowed increase was capped at \$1.4 million or 3.33% of the contract. The contract index has risen so dramatically since the contract was approved that based on the agreed index of material costs, it would have increased the contract amount by \$7 million in the absence of the limit. ENGIE has seen real cost increases of 12% to 18% across batteries, solar modules, and HVAC equipment. In line with the escalation of costs, ENGIE is requesting an increase of \$1.4 million.

The project has qualified to receive additional Self-Generation Incentive Program (SGIP) reimbursement, increasing available project funding by \$1,417,220 to the full \$5 million for Accumulated Capital Outlay (ACO) Fund and Library Funds.

LNU Lightning Complex Fire Recovery – The County continues recovery efforts in the wake of one of the largest wildfires in California history. Staff in coordination with the Board of Supervisors are working with residents impacted by the fire to safely rebuild. In addition, the fire damaged several County facilities, which staff are also working to address. As the County works through the recovery process, staff primarily in the Resource Management Department in coordination with the Auditor-Controller, Sheriff’s Office of Emergency Services (OES) and the County Administrator’s Office will continue to monitor and recover all eligible expenditures through the FEMA disaster declaration claim process.

With the National Oceanic and Atmospheric Agency rating Solano County as experiencing an extreme drought, defined as fire season lasting year-round, fires occurring in typically wet parts of the State, and burn bans being implemented, the risk of additional fire-related emergencies in Solano County remains high. Due to the likelihood of fire danger, it is expected that there will be Public Safety Power Shutoffs (PSPS) events in FY2022/23 despite PG&E’s efforts to refine PSPS boundaries and minimize the impacts on its customers. The County continues to focus on resiliency and prepare for fire-related emergencies. County staff remain ready to respond through the Emergency Operations Center (EOC) should an emergency occur.

American Rescue Plan Act (ARPA) – The American Rescue Plan Act was signed into law on March 11, 2021. American Rescue Plan Act of 2021 (H.R. 1319). The ARPA provides funding for direct relief in the continued response and recovery to the COVID-19 Pandemic. Solano County received a one-time direct federal funding allocation under the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program of \$86,949,405. The use of the direct funding allocation must be in-line with eligible spending categories defined by the US Treasury’s Final Rule per 31 CFR Part 35. The process for determining the allocation and use of the County’s direct ARPA SLFRF funding is at the discretion the County Board of Supervisors. The Board has directed an extensive process to analyze the US Treasury’s requirements, conduct a public outreach and community engagement process, review and identify County needs within the eligible spending categories, and determine the best use these one-time COVID-19 recovery funds. The Board’s process to determine the allocation of ARPA funding remains in process and will continue in FY2022/23.

**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 \$44.3 million as reflected in the FY2021/22 Midyear projection. This fund balance projection may be impacted by COVID-19 pandemic response expenditures and revenues through June 30, 2022. If the FY2021/22 Midyear projection for Fund Balance is not met, or there is an unanticipated shortfall in the FY2021/22 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, 2022 exceeds the Midyear projections for FY2021/22, 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 FY2022/23 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 \$10 million to Deferred Maintenance/Capital Renewal Reserves.
2. Any amount up to \$10 million to the CalPERS Reserves and/or 115 Trust.
3. Any amount up to \$5 million to General Fund Reserves.

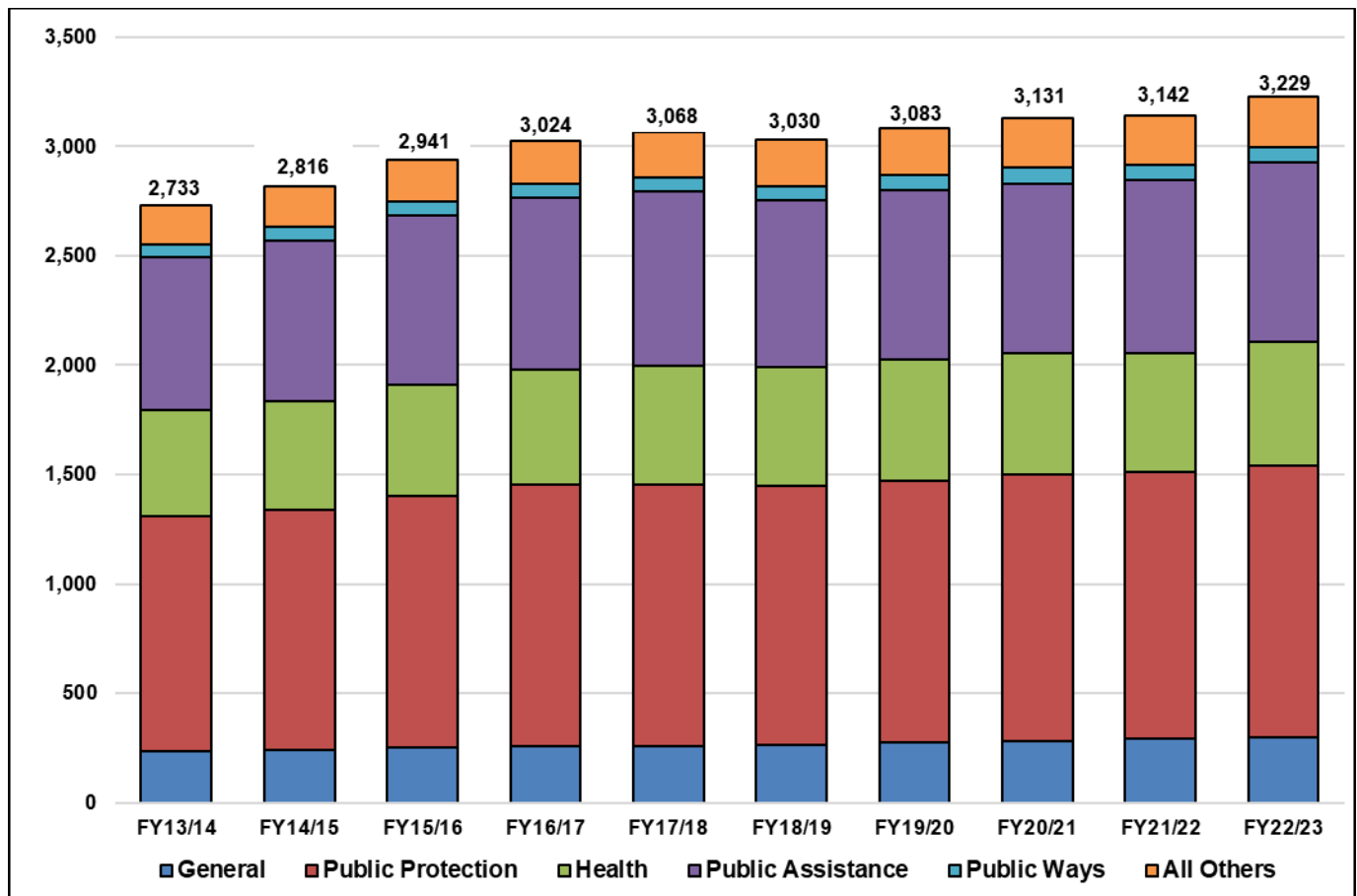
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**PERMANENT POSITION ALLOCATION**

The FY2022/23 Recommended Budget reflects a total of 3,228.58 allocated positions, an increase of 86.75 FTE positions when compared to the FY2021/22 Adopted Budget, of which a net 59.00 FTEs were added during FY2021/22. The net difference of 27.75 FTE resulting from the addition of 33.75 FTE included in the FY2022/23 Recommended Budget, offset by the deletion of 3.0 FTE vacant positions, and the deletion of 3.0 FTE expiring Limited-Term positions. These changes over the past fiscal year, and the recommended changes in the FY2022/23 Recommended Budget, primarily reflect the County’s continued efforts to align allocated positions with evolving operational requirements and State and federal mandates in public safety, public ways, and the delivery of health and social service programs, and represents a full restoration of the combined workforce from pre-2008 recession levels.

**Permanent Position Allocation by Functional Area: FY2013/14 to FY2022/23**



Function	Staffing Changes During FY2021/22	Additional Staffing Changes for FY2022/23	Total Change from FY2021/22 to FY2022/23
General Government	7.00	0.00	7.00
Public Protection	15.00	9.25	24.25
Health Services	12.00	10.00	22.00
Public Assistance	21.00	5.50	26.50
Public Ways	0.00	1.00	1.00
All Others	4.00	2.00	6.00
<b>ALL FUNCTIONS</b>	<b>59.00</b>	<b>27.75</b>	<b>86.75</b>

## Permanent Position Summary

### Bill Emlen, County Administrator

Historically, the total number of Full Time Equivalent (FTE) positions has increased and decreased to reflect changing economic conditions and evolving operational requirements. The 3,228.58 allocated positions reflected in the FY2022/23 Recommended Budget, now exceeds the total pre-recession allocations. 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 Child Support Services, Probation, Recorder and Resource Management, has recovered to the FY2008/09 position allocations levels. 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), more stringent requirements for performance-based outcomes and quality improvement and expanded services for California's growing aging and disabled population. Health Services has also expanded primarily due to the expansion of Medi-Cal in Covered California and the Affordable Care Act (ACA) and increases in demand for Primary Care Health Services under the Federally Qualified Health Care (FQHC) model and the opening of additional clinic capabilities.

The General Government area did not experience 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	FY2022/23 Recm'd	Change from FY08/09 to FY22/23		FY2008/09 Adopted	FY2022/23 Recm'd	Change from FY08/09 to FY22/23
<b>PUBLIC PROTECTION</b>	<b>1,241.50</b>	<b>1,243.50</b>	<b>2.00</b>	<b>GENERAL GOVERNMENT</b>	<b>288.00</b>	<b>297.00</b>	<b>9.00</b>
District Attorney	140.50	142.25	1.75	Board of Supervisors	10.00	15.00	5.00
Child Support Services	120.00	85.00	(35.00)	County Administrator	18.00	19.00	1.00
Public Defender	68.00	76.00	8.00	Employment Dev. & Training	1.00	4.00	3.00
Public Defender - Alternate	21.00	24.25	3.25	General Services	106.00	98.00	(8.00)
Sheriff	513.00	557.00	44.00	Assessor	45.00	48.00	3.00
Probation	255.00	227.00	(28.00)	Auditor/Controller	35.00	38.00	3.00
Office of Family Violence Prev	5.00	4.00	(1.00)	Tax Collector/County Clerk	14.00	12.00	(2.00)
Agricultural Commissioner	23.00	28.00	5.00	Treasurer	4.00	4.00	0.00
Animal Care Services	16.00	29.00	13.00	County Counsel	21.00	21.00	0.00
Recorder	19.00	14.00	(5.00)	Delta Water Activities	0.00	2.00	2.00
Resource Management	61.00	57.00	(4.00)	Human Resources	19.00	26.00	7.00
				Registrar of Voters	12.00	9.00	(3.00)
<b>PUBLIC ASSISTANCE</b>	<b>726.50</b>	<b>816.50</b>	<b>90.00</b>	Real Estate Services	3.00	1.00	(2.00)
First 5 Solano Children & Families	8.00	7.00	(1.00)				
Veterans Services	6.00	8.00	2.00	<b>ALL OTHERS</b>	<b>352.73</b>	<b>303.93</b>	<b>(48.81)</b>
H&SS Administration	88.00	109.00	21.00	Public Works	75.50	72.00	(3.50)
Social Services	624.50	692.50	68.00	Library	141.48	129.23	(12.26)
				Cooperative Education	3.25	0.00	(3.25)
<b>HEALTH SERVICES</b>	<b>505.08</b>	<b>567.65</b>	<b>62.57</b>	Parks and Recreation	9.00	8.00	(1.00)
In-Home Supportive Services	6.00	5.00	(1.00)	Risk Management	16.00	7.70	(8.30)
Behavioral Health	255.28	229.25	(26.03)	Dept. of IT	56.00	74.00	18.00
Family Health Services	72.80	156.40	83.60	Reprographics	4.50	0.00	(4.50)
Health Services	171.00	177.00	6.00	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**  
**Bill Emlen, County Administrator**

	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 Adopted	Difference from FY19/20 Adopted to FY20/21 Adopted	Difference from FY20/21 Adopted to FY21/22 Adopted	Difference from FY21/22 Adopted to FY22/23 Recm'd	Net Difference from FY15/16 Adopted to FY22/23 Recm'd
General Government	3.70	3.00	4.00	9.00	11.25	7.00	7.00	44.95
Public Protection	51.50	(4.50)	(9.50)	13.00	19.50	1.25	24.25	95.50
Public Ways	0.00	0.00	2.00	5.00	0.00	0.00	1.00	8.00
Health Services	11.65	20.30	(1.60)	15.40	(3.25)	(9.00)	22.00	55.50
Public Assistance	11.00	8.50	(33.50)	10.00	4.25	15.00	26.50	41.75
Education	2.00	8.80	0.00	1.25	7.43	0.00	0.00	19.48
Recreation	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00
All Others	3.00	8.40	0.00	0.00	8.00	(3.00)	5.00	21.40
<b>TOTAL</b>	<b>82.85</b>	<b>44.50</b>	<b>(38.60)</b>	<b>53.65</b>	<b>47.18</b>	<b>11.25</b>	<b>86.75</b>	<b>287.58</b>

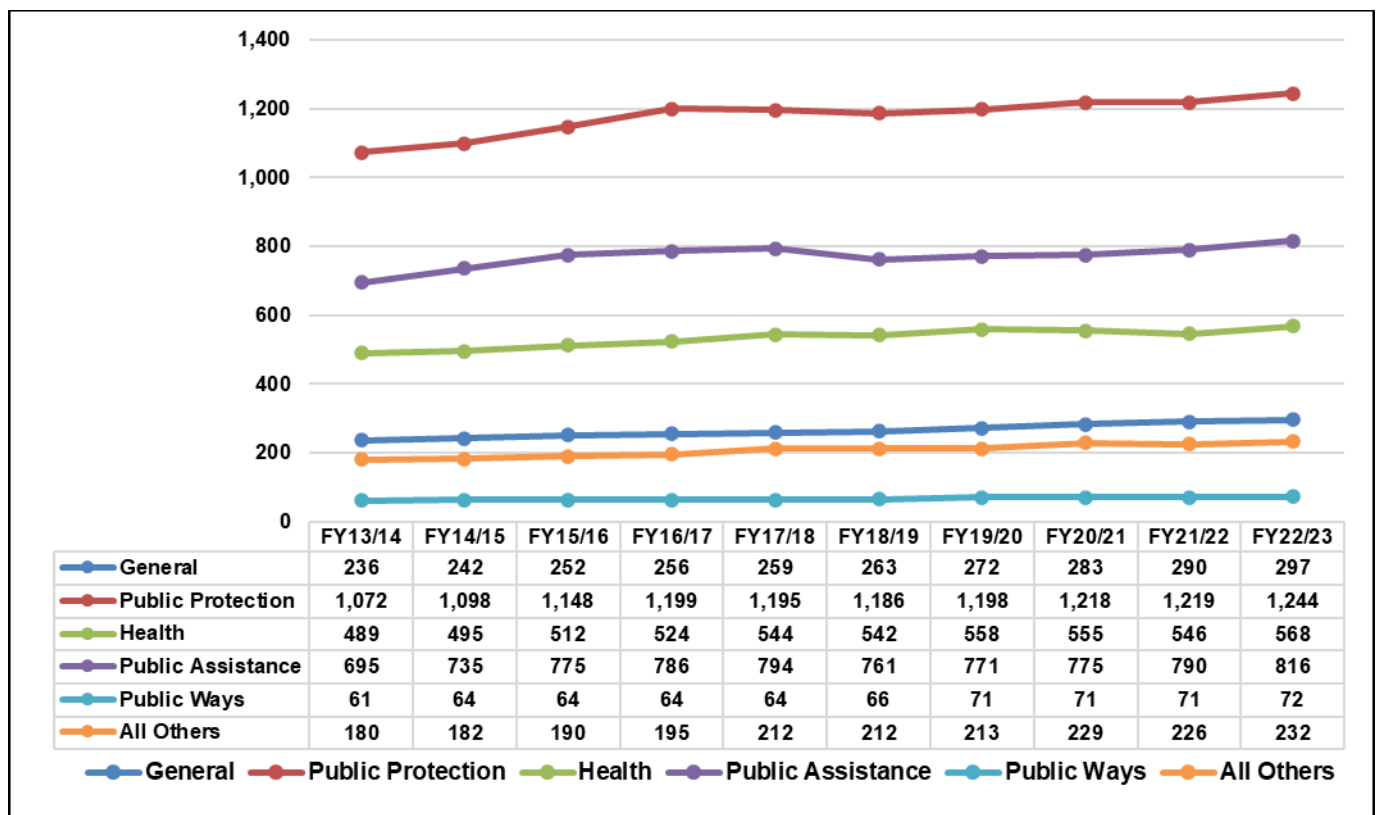
Below provides an overview of significant changes affecting position allocations in each fiscal year beginning with FY2011/12.

- 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.
- 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.

**Permanent Position Summary**  
**Bill Emlen, County Administrator**

- 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 reflected decreases in Health Services and the Department of Child Support Services, offset by increases in several departments related to operational changes, the LNU Fire recovery, COVID-19 recovery, and increases in workload.
- FY2021/22 reflected increases in General Government related to operational changes and in Social Services due to increases in workload, offset by decreases in the FQHC clinics toward reducing the deficit on a gradual basis and in the Department of Information Technology due to changing nature of information technology work.
- FY2022/23 Recommended Budget reflects staffing related to operational changes, mandated programs, and changes in workload. Additional information regarding detailed justification and funding for individual positions are included in the budget units associated with each position.

**PERMANENT POSITION ALLOCATION (DETAILED BY FUNCTION)**



**FY2022/23 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 FY2022/23 Recommended Budget reflects a net increase of 27.75 FTE positions. This is the net result of 33.75 new FTE positions, the deletion of 3.0 FTE vacant positions, and the deletion of 3.0 FTE expiring Limited-Term positions for consideration as part of the FY2022/23 Budget.

The Recommended Budget includes the net increase of 27.25 FTE positions (effective July 10, 2022, unless otherwise noted), including 33.75 FTE new positions in the following departments:

**GENERAL GOVERNMENT**

**1100 – County Administrator** – *Operational changes; funded by Countywide Cost Allocation Plan*

- 1.0 FTE Budget Technician (TBD)

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

- 1.0 FTE Stationary Engineer (Senior)

**1200 – Auditor-Controller** – *Operational changes; funded by Countywide Cost Allocation Plan*

- 1.0 FTE Accounting Clerk II

**PUBLIC PROTECTION**

**2830 – Agricultural Commissioner** – *Operational changes; funded with State and unclaimed gas tax revenues*

- 1.0 FTE Accountant
- 2.0 FTE Agricultural Weights & Measures Aide

**2850 – Animal Care Services** – *Operational changes; offset by MOU for Animal Shelter services with the cities and County General Fund*

- 2.0 FTE Veterinary Technician (Registered)
- 1.0 FTE Office Assistant II

**2910 – Resource Management** – *Operational changes / workload; offset with lead abatement revenues and Road Fund*

- 1.0 FTE Staff Analyst Limited-Term (expires June 30, 2025)

**6530 – Public Defender** – *Operational changes; offset with AB 109 funding and County General Fund*

- 1.0 FTE Social Services Worker

**6540 – Public Defender - Alternate** – *Operational changes; offset with County General Fund*

- 0.25 FTE Legal Secretary

**6550 – Sheriff** – *Operational changes; offset with grant revenue and County General Fund*

- 1.0 FTE Emergency Services Coordinator II

# Permanent Position Summary

## Bill Emlen, County Administrator

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### HEALTH SERVICES

**7580 – H&SS – Family Health Services** – *Operational changes; offset primarily with FQHC payer revenues, 1991 Health Realignment and County General Fund*

- 2.0 FTE Health Education Specialist (TBD)

**7780 – H&SS – Behavioral Health** – *Operational changes; offset primarily grant and MHSA revenues, and 2011 Realignment*

- 2.0 FTE Behavioral Health Peer Support Specialist
- 1.0 FTE Medical Assistant
- 1.0 FTE Mental Health Clinical Supervisor
- 5.0 FTE Mental Health Specialist II

**7880 – H&SS – Health Services** – *Operational changes; offset primarily with Disease Intervention Specialists (DIS) Workforce Development funds*

- 1.0 FTE Communicable Disease Investigator Limited-Term (expires December 31, 2025)

### PUBLIC ASSISTANCE

**5800 – Veterans Services** – *Operational changes; offset primarily with subvention funding and County General Fund*

- 1.0 FTE Veterans' Benefits Counselor

**7650 – H&SS – Social Services** – *Operational changes; offset primarily with federal and State revenues*

- 1.0 FTE Social Services Program Coordinator
- 1.5 FTE Office Assistant II
- 1.0 FTE Social Services Supervisor
- 2.0 FTE Social Worker II

### PUBLIC WORKS

**3010 – Public Works** – *Operational changes; offset primarily with federal and State allocations*

- 1.0 FTE Public Works Maintenance Worker (Lead)

### OTHER FUNDS

**1870 – Department of Information Technology** – *Operational changes; offset by Charges for Service to departments*

- 1.0 FTE Office Assistant II

**7000 – Recreation** – *Operational changes; offset primarily with fee revenue and County General Fund*

- 1.0 FTE Park Ranger

The Recommended Budget recommends the deletion of 6.0 vacant FTE positions, including 5.0 FTE Limited-Term positions, which are either not funded or no longer meet the organizational needs of the County. These deletions do not include the positions deleted throughout FY2021/22. The positions identified for deletion in the FY2022/23 Recommended Budget are as follows:

### GENERAL GOVERNMENT

**1150 – Assessor** – *Operational changes*

- 1.0 FTE Appraiser (Limited-Term)
- 1.0 FTE Clerical Operations Supervisor (Limited-Term)

**1200 – Auditor-Controller – Operational changes**

- 1.0 FTE Payroll Technician II (C) (Limited-Term), effective June 30, 2022

**HEALTH SERVICES**

**7580– H&SS – Family Health Services – Operational changes**

- 2.0 FTE Medical Assistant (Limited-Term), effective June 30, 2022

**PUBLIC ASSISTANCE**

**7650 – H&SS – Social Services – Operational changes**

- 1.0 FTE Accounting Supervisor

The County Administrator's Office is recommending the following departmental position reclassifications and Limited-Term extensions resulting from departmental operational changes and/or departmental reorganizations for approval in the FY2022/23 Recommended Budget.

**GENERAL GOVERNMENT**

**1200 – Auditor-Controller – Operational changes**

- Extend 1.0 FTE Accountant – Auditor I Limited-Term to June 30, 2024

**HEALTH SERVICES**

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

- Reclassify 1.0 FTE Clinic Physician (Board Certified) to 1.0 FTE Deputy Health Officer (TBD)

**PUBLIC ASSISTANCE**

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

- Reclassify 2.0 FTE Office Aide to 2.0 FTE Office Assistant II

**PUBLIC PROTECTION**

**6550 – Sheriff – Operational changes**

- Extend 1.0 FTE Custody Sergeant Limited-Term to June 30, 2023, effective June 30, 2022

**OTHER FUNDS**

**7000 – Recreation – Operational changes**

- Reclassify 3.0 FTE Park Ranger Assistant to 3.0 FTE Park Ranger

**Permanent Position Summary**  
**Bill Emlen, County Administrator**

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As of April 22, 2022, the Board approved and/or authorized a net of 3,200.83 position allocations.

The following table summarizes the position allocation changes requested since FY2021/22 Adopted Budget.

**Summary of Positions**

Net of Prior Actions by Board and Human Resources during FY2021/22 and authorized as of April 22, 2022	59.00
Added in Recommended Budget	33.75
Deleted in Recommended Budget	(1.00)
Deleted Limited-Term	<u>(5.00)</u>
<b>Net Allocation Position Changes</b>	<b>86.75</b>

**Position Allocation List**

Allocated Positions in FY2021/22 Adopted Budget	3,141.83
Net Allocated Position Changes	<u>86.75</u>
Allocated Positions Recommended in FY2022/23 Budget	<b>3,228.58</b>

The *Permanent Position Summary* on the following pages is a digest of changes for each department from FY2017/18 through the Recommended Budget, including identifying changes occurring during FY2021/22.



**Permanent Position Summary**  
**Bill Emlen, County Administrator**

**PERMANENT POSITION SUMMARY**

FY2017/18 Adopted Budget	FY2018/19 Adopted Budget	FY2019/20 Adopted Budget	FY2020/21 Adopted Budget	FY2021/22 Adopted Budget	FY2021/22 As of 4/22/2022	FY2022/23 Recm'd Budget	Difference Recm'd vs Adopted
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**GENERAL GOVERNMENT**

1000	Board of Supervisors	14.75	14.75	14.75	15.00	15.00	15.00	15.00	0.00
1100	County Administrator	16.00	16.00	17.00	18.00	18.00	18.00	19.00	1.00
1103	Employee Development & Training	3.00	3.00	3.00	3.00	3.00	4.00	4.00	1.00
1117	General Services	88.00	88.00	92.00	93.00	95.00	97.00	98.00	3.00
1150	Assessor	38.00	40.00	40.00	49.00	49.00	50.00	48.00	(1.00)
1200	Auditor/Controller	34.00	35.00	37.00	37.00	38.00	38.00	38.00	0.00
1300	Tax Collector/County Clerk	11.00	12.00	12.00	12.00	13.00	12.00	12.00	(1.00)
1350	Treasurer	3.00	3.00	3.00	3.00	3.00	4.00	4.00	1.00
1400	County Counsel	20.00	20.00	20.00	20.00	21.00	21.00	21.00	0.00
1450	Delta Water Activities	1.00	1.00	1.00	1.00	2.00	2.00	2.00	0.00
1500	Human Resources	20.00	20.00	22.00	22.00	23.00	26.00	26.00	3.00
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
<b>Total General Government</b>		<b>258.75</b>	<b>262.75</b>	<b>271.75</b>	<b>283.00</b>	<b>290.00</b>	<b>297.00</b>	<b>297.00</b>	<b>7.00</b>

**PUBLIC PROTECTION**

6500	District Attorney	131.00	133.00	139.00	143.00	142.25	142.25	142.25	0.00
2480	Dept. of Child Support Services	97.00	95.00	93.00	90.00	85.00	85.00	85.00	0.00
6530	Public Defender	65.00	66.50	71.00	72.00	74.00	75.00	76.00	2.00
6540	Public Defender - Alternate	21.50	20.50	24.00	24.00	24.00	24.00	24.25	0.25
4052	Vehicle Theft & Investigation Recovery	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
6550	Sheriff	535.00	531.00	532.00	548.00	552.00	554.00	555.00	3.00
6650	Probation	223.50	219.50	218.50	218.00	219.00	227.00	227.00	8.00
5500	Office of Family Violence Prevention	4.00	3.00	3.00	3.00	4.00	4.00	4.00	0.00
2830	Agricultural Commissioner	24.00	23.00	24.00	26.00	23.00	25.00	28.00	5.00
2850	Animal Care Services	28.00	28.00	27.00	26.00	26.00	26.00	29.00	3.00
2909	Recorder	14.00	14.00	14.00	14.00	14.00	14.00	14.00	0.00
2910	Resource Management	50.00	50.00	51.00	52.00	54.00	56.00	57.00	3.00
<b>Total Public Protection</b>		<b>1195.00</b>	<b>1185.50</b>	<b>1198.50</b>	<b>1218.00</b>	<b>1219.25</b>	<b>1234.25</b>	<b>1243.50</b>	<b>24.25</b>

**PUBLIC WAYS**

3010	Public Works	64.00	66.00	71.00	71.00	71.00	71.00	72.00	1.00
<b>Total Public Ways</b>		<b>64.00</b>	<b>66.00</b>	<b>71.00</b>	<b>71.00</b>	<b>71.00</b>	<b>71.00</b>	<b>72.00</b>	<b>1.00</b>

**HEALTH SERVICES**

7690	In-Home Supportive Services	6.00	5.00	5.00	5.00	5.00	5.00	5.00	0.00
7950	Tobacco Prevention & Education	0.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
7780	Behavioral Health	205.70	206.00	216.25	216.25	216.25	220.25	229.25	13.00
7580	Family Health Services <sup>(1)</sup>	0.00	0.00	0.00	170.15	152.40	156.40	156.40	4.00
7880	Health Services <sup>(1)</sup>	332.40	329.50	334.65	161.25	170.00	174.00	175.00	5.00
<b>Total Health Services</b>		<b>544.10</b>	<b>542.50</b>	<b>557.90</b>	<b>554.65</b>	<b>545.65</b>	<b>557.65</b>	<b>567.65</b>	<b>22.00</b>

**Permanent Position Summary**  
**Bill Emlen, County Administrator**

FY2017/18 Adopted Budget	FY2018/19 Adopted Budget	FY2019/20 Adopted Budget	FY2020/21 Adopted Budget	FY2021/22 Adopted Budget	FY2021/22 As of 4/22/2022	FY2022/23 Recm'd Budget	Difference Recm'd vs Adopted
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**PUBLIC ASSISTANCE**

1530	First 5 Solano Children & Families	6.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00
5800	Veterans Services	6.00	6.00	6.00	6.00	6.00	7.00	8.00	2.00
7501	H&SS Administration	96.00	95.00	106.00	106.00	108.00	109.00	109.00	1.00
7680	Social Services	686.25	652.75	651.75	656.00	669.00	688.00	692.50	23.50
<b>Total Public Assistance</b>		<b>794.25</b>	<b>760.75</b>	<b>770.75</b>	<b>775.00</b>	<b>790.00</b>	<b>811.00</b>	<b>816.50</b>	26.50

**EDUCATION**

6300	Library	120.55	120.55	121.80	129.23	129.23	129.23	129.23	0.00
<b>Total Education</b>		<b>120.55</b>	<b>120.55</b>	<b>121.80</b>	<b>129.23</b>	<b>129.23</b>	<b>129.23</b>	<b>129.23</b>	0.00

**RECREATION**

7000	Parks and Recreation	7.00	7.00	7.00	7.00	7.00	7.00	8.00	1.00
<b>Total Recreation</b>		<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	1.00

**OTHER FUNDS**

1830	Risk Management	7.70	7.70	7.70	7.70	8.70	7.70	7.70	(1.00)
1870	Dept. of Information Technology	64.00	64.00	64.00	72.00	68.00	73.00	74.00	6.00
3100	Fleet Management	10.00	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
<b>Total Other Funds</b>		<b>84.70</b>	<b>84.70</b>	<b>84.70</b>	<b>92.70</b>	<b>89.70</b>	<b>93.70</b>	<b>94.70</b>	5.00

**TOTAL COUNTY ALLOCATION**

**3068.35    3029.75    3083.40    3130.58    3141.83    3200.83    3228.58    86.75**

(1) In FY2020/21, Family Health Services became a separate Division within the Department of H&SS. Prior to FY2020/21, Family Health Services was included in BU 7880 - Health Services.

## 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 farmlands, 150 square miles of urban land area, including cities and unincorporated areas, and 84 square miles of water.

The County provides the following services:

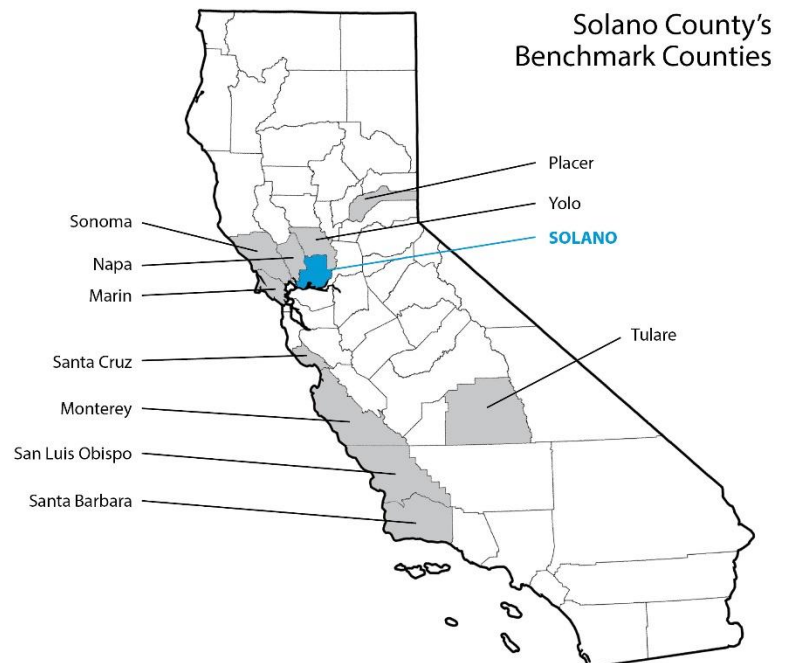
- Libraries (as contract services for cities)
- Jails and Juvenile Facilities
- Probationary Supervision
- District Attorney
- Public Defender and Alternative Defense
- Grand Jury
- Coroner and Forensic Services
- Airport
- Family Support Collection
- Public Health and Behavioral Health Services
- Dental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

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



**Solano County Statistical Profile**  
**Bill Emlen, County Administrator**

- They are the ten counties like Solano County in population – two with higher population and eight 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 similar land use challenges facing Solano County.

**COUNTY POPULATION OVER TIME**

The California Department of Finance’s May 2, 2022 estimate of the population of Solano County is 447,241, decreasing by 2,723 residents or (-0.6%) when compared to 2021 (Chart A). Of California’s 58 counties, Solano County ranks number 19 in terms of population size. All seven cities in Solano County experienced a decline in population between 2021 and 2022, with the single largest decline in the City of Suisun City at -370 (or -1.3%).

California’s population estimate was 39.18 million as of May 2, 2022, a 0.3% decrease from 2021, per the California Department of Finance. California, the nation’s most populous State, represents 12.1% of the nation’s population, or one out of every eight persons. Solano County’s population represents 1.15% of the State population.

When you look at the County population over the past 22 years, the rate of growth nearly doubled between 2010 and 2020 when compared to 2000 to 2010, and then tapers off between 2021 and 2022. See Chart B below for figures.

**CHART A: SOLANO COUNTY POPULATION CHANGE FROM 2021 TO 2022**

AREA	2021 POPULATION	2022 POPULATION	DIFFERENCE	PERCENTAGE
COUNTY TOTAL	449,964	447,241	(2,723)	-0.6%
Benicia	26,995	26,656	(339)	-1.3%
Dixon	19,094	19,083	(11)	-0.1%
Fairfield	120,421	119,897	(524)	-0.4%
Rio Vista	9,961	9,925	(36)	-0.4%
Suisun City	29,266	28,896	(370)	-1.3%
Vacaville	101,286	101,257	(29)	0.0%
Vallejo	124,410	123,190	(1,220)	-1.0%
Unincorporated	18,531	18,337	(194)	-1.0%

**CHART B: SOLANO COUNTY POPULATION CHANGE FROM 2000 TO 2020, 2021 TO 2022**

	2000	2000 to 2010		2010	2010 to 2020		2021	2022	Difference
Benicia	26,865	132	0.5%	26,997	-2	0.0%	26,995	26,656	-1.3%
Dixon	16,103	2,248	14.0%	18,351	743	4.0%	19,094	19,083	-0.1%
Fairfield	96,178	9,143	9.5%	105,321	15,100	14.3%	120,421	119,897	-0.4%
Rio Vista	4,571	2,789	61.0%	7,360	2,601	35.3%	9,961	9,925	-0.4%
Suisun City	26,118	1,993	7.6%	28,111	1,155	4.1%	29,266	28,896	-1.3%
Vacaville	88,625	3,803	4.3%	92,428	8,858	9.6%	101,286	101,257	0.0%
Vallejo	116,760	-818	-0.7%	115,942	8,468	7.3%	124,410	123,190	-1.0%
Unincorporated	19,322	-488	-2.5%	18,834	-303	-1.6%	18,531	18,337	-1.1%
Solano County	394,542	18,802	4.8%	413,344	36,620	8.9%	449,964	<b>447,241</b>	<b>-0.6%</b>

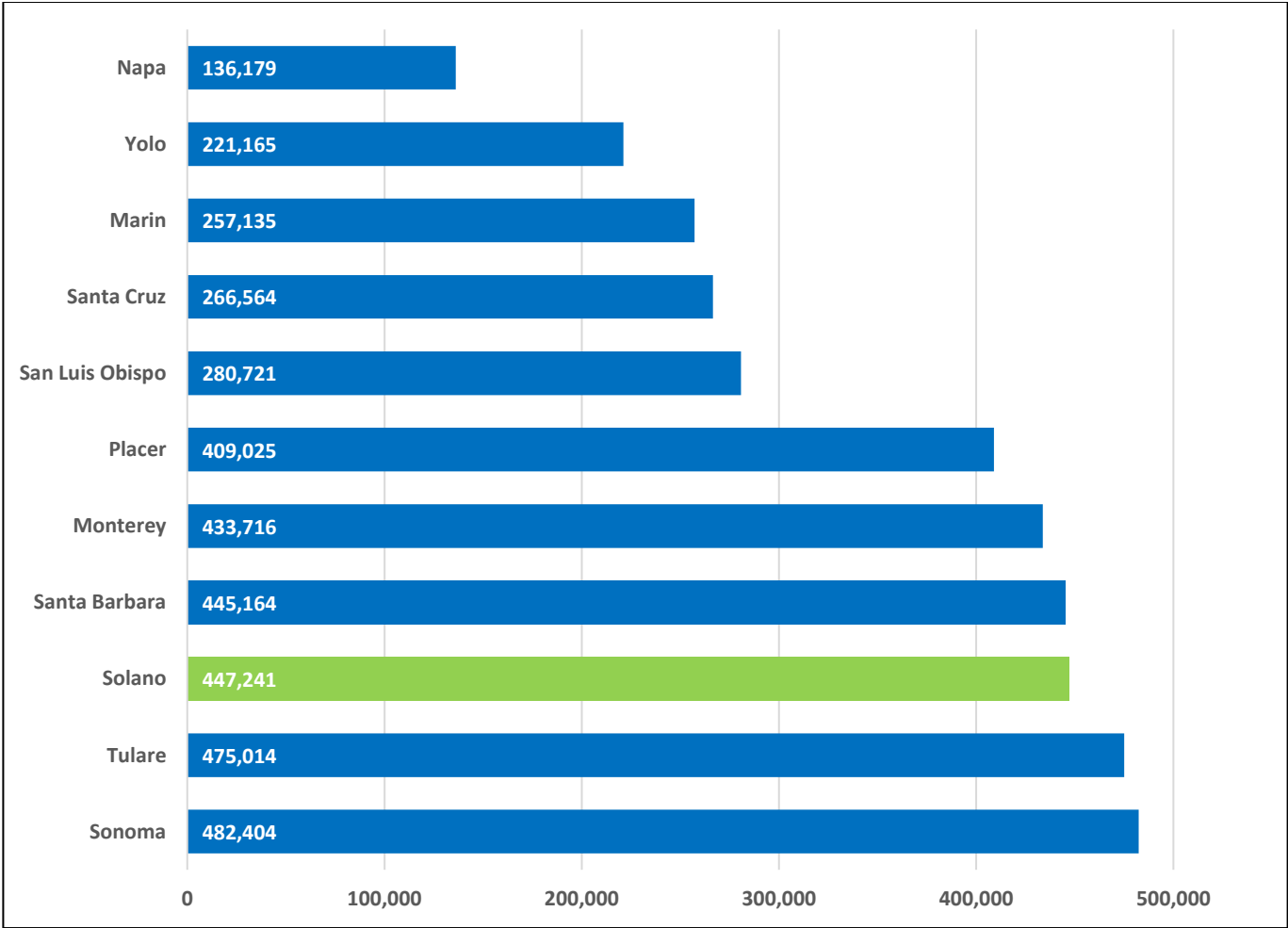
Chart A and Chart B Source: U.S. Census Bureau; California Department of Finance, Demographic Research Unit, May 2022

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

California’s population contracted by -0.3% in 2021, with 117,552 fewer residents per the California Department of Finance. Among the ten comparable benchmark counties, Placer, San Luis Obispo, Santa Barbara, Santa Cruz, Tulare and Yolo all added residents. Solano County contracted at a modest rate, with 2,723 fewer residents, or about -0.6% of the County’s total population. Napa County lost the greatest number of residents among the comparable counties, when comparing overall percentage of the population, losing 1,339 residents (or -1.0%). Marin, Monterey and Sonoma Counties all lost residents, contracting -0.9%, -0.5% and -0.5%, respectively.

**CHART C: POPULATION OF BENCHMARK COUNTIES / POPULATION GROWTH AND PERCENTAGE, 2022**

The table below shows the population of the 10 benchmark Counties, including Solano County, and their total population in 2022. Solano County has become the third largest County based on population, moving up one spot from the prior fiscal year, taking over Santa Barbara County, who is now the fourth largest County based on population.



*Source: California Department of Finance, Demographic Research Unit, May 2022*

# Solano County Statistical Profile

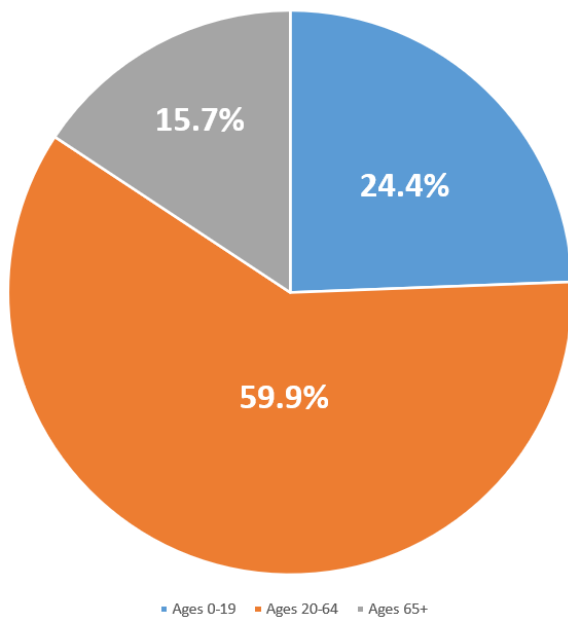
## Bill Emlen, County Administrator

### SNAPSHOT – SOLANO AT A GLANCE, DEMOGRAPHICS

#### EDUCATIONAL ATTAINMENT

Per the 2021 Index of Economic and Community Progress, Solano County's graduation rate (85.8%) fell slightly by 1.1% in 2020/21 (the latest data available) from the previous academic year (86.9%) but remains above the State of California's graduation rate of 83.6%. Per the 2016-2020 American Community Survey, 27.5% of Solano County residents age 25 years and older have attended some college and 29.0% have earned either an associates and/or a bachelor's degree, 0.5% lower than the State average of 29.5%. Solano County residents age 25 and older with a post graduate degree is 8.6%, 4.5 percentage points less than the State average of 13.1%.

Age Groups by Population in Solano County



#### 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 remains mostly flat.

Approximately 24.4% of all people living in Solano County are age 19 or younger. This closely mirrors the State percentage of 25.3%, a difference of 0.9 percentage points.

More than half (59.9%) of Solano County's total population is comprised of residents between 20 and 64 years of age. This is lower (0.4 percentage points) than the State of California's average of 60.3% of the total population.

In Solano County, individuals age 65 years and older represent approximately 15.7% of the total population, down by 2.4 percentage points over the course of a year (down from 18.1% in 2020). In the State of California, this age demographic makes up approximately 14.3% 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. According to the Association of Bay Area Governments and the Metropolitan Transportation Commission, Solano County is the most diverse County in the nation.

By the end of 2022, preliminary predictions indicate that Solano County will be approximately 38.8% White, 26.3% Hispanic, 14.2% African American, 14.0% Asian, and 6.7% Mixed Race, just a slight shift from today's estimates. Please see population estimates chart for estimates for 2025 and 2030 below.

**CHART D: ETHNIC COMPOSITION OF SOLANO COUNTY RESIDENTS, 2022 – 2030 ESTIMATES**

Ethnic Composition of Solano County Residents	2022 Population Estimates (year-end)	2025 Population Estimates	2030 Population Estimates
White, non-Hispanic	38.8%	38.4%	37.7%
Hispanic or Latino	26.3%	26.8%	27.4%
African American, non-Hispanic	14.2%	14.3%	14.4%
Asian, non-Hispanic	14.0%	13.7%	13.4%
Mixed Race, non-Hispanic	6.7%	6.8%	7.1%

Source: California Department of Finance, May 2022

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

According to the California Department of Finance’s May 2021 City/County Population Estimates, statewide 82.9% of California residents live in incorporated cities and 17.1% in unincorporated areas. In contrast, 95.8% 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 and 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.

**CHART E: COMPARISON OF LAND AREA, POPULATION DENSITY AND 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	621	Santa Cruz	48.5%
Monterey	3,322	449	<b>Solano</b>	<b>529</b>	San Luis Obispo	43.1%
San Luis Obispo	3,304	311	Marin	501	Santa Barbara	31.4%
Santa Barbara	2,737	1,052	Sonoma	318	Tulare	30.3%
Sonoma	1,576	192	Placer	281	Placer	29.1%
Placer	1,404	98	Yolo	223	Sonoma	28.3%
Yolo	1,015	9	Napa	187	Marin	26.2%
<b>Solano</b>	<b>825</b>	<b>84</b>	Santa Barbara	164	Monterey	24.2%
Napa	789	40	Monterey	131	Napa	18.6%
Marin	520	308	Tulare	99	Yolo	14.0%
Santa Cruz	445	162	San Luis Obispo	85	<b>Solano</b>	<b>4.2%</b>

*Source: U.S. Census Bureau, California Department of Finance, Demographic Research Unit, May 2022*

**Solano County Statistical Profile**  
**Bill Emlen, County Administrator**

**SOLANO’S POPULATION LIVING IN POVERTY – HOW WE COMPARE**

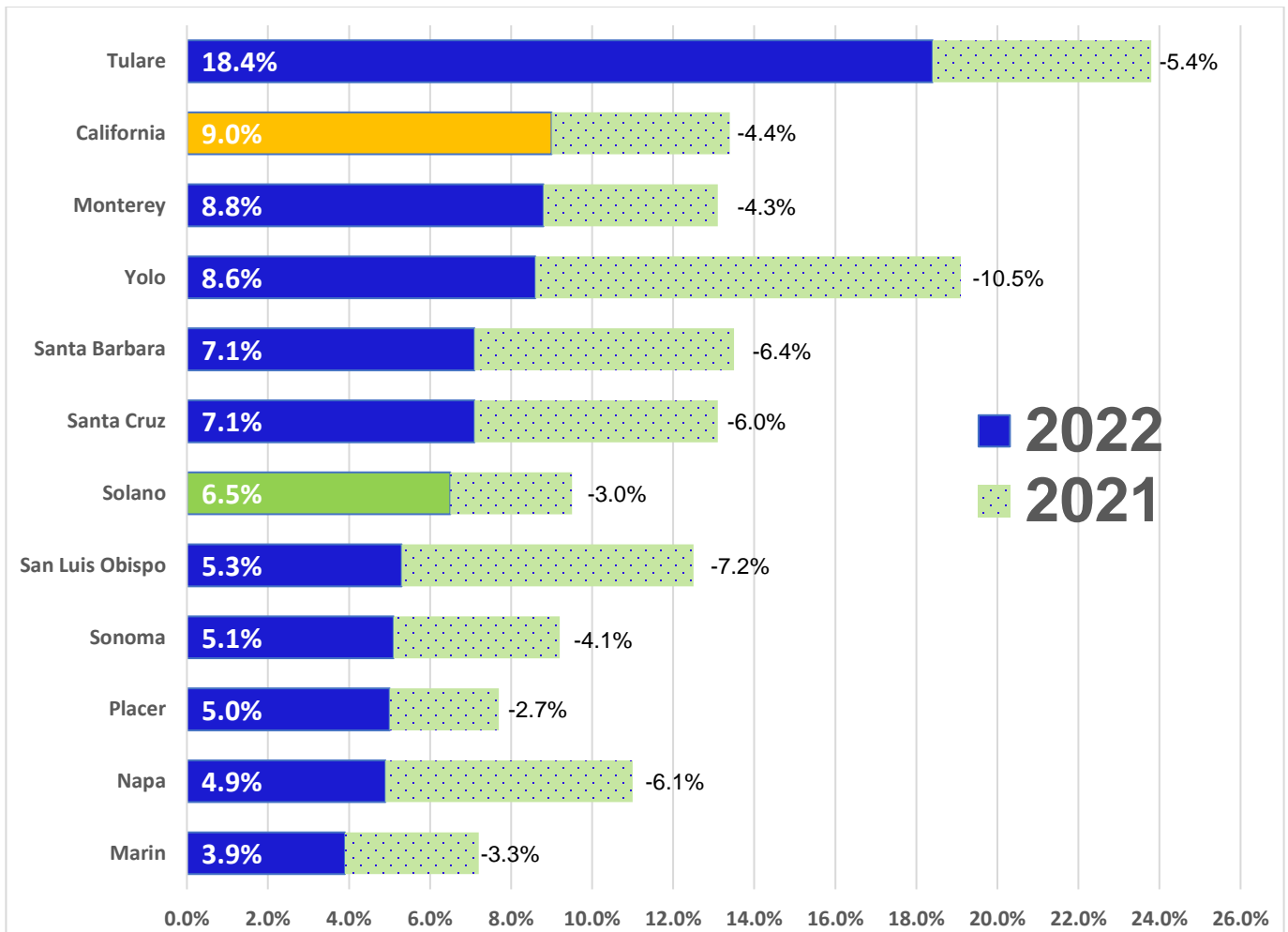
The U.S. Census Bureau defines the poverty threshold for an average family of four living in the United States (48 contiguous states and the District of Columbia, not including Alaska and Hawaii) as having a median annual family income of \$26,500 or less for calendar year 2022. The average median annual family income for families of four living in Solano County is \$84,638 or 219.3% higher than the national average.

Per the 2016-2020 American Community Survey by the U.S. Census Bureau, the latest date the data is available, 6.5% of all families are living at or below the federal poverty level in Solano County. This estimate compares to 9.1% of all people, 3.5% of married couples and 12.8% of people under the age of 18 living under the federal poverty level in Solano County. The poverty rate was the highest, estimated at 16.6%, among households with only a female householder and no spouse present.

The number of all families living at or below the poverty level varies considerably among Solano County’s seven cities, including Benicia, 4.4% or 1,173 people; Dixon, 7.8% or 1,488 people; Fairfield, 8.6% or 10,311 people; Rio Vista, 10.6% or 1,588 people; Suisun City, 10.1% or 318 people; Vacaville, 6.5% or 6,582 people, and Vallejo, 11.7% or 14,413 people.

Solano County is positioned sixth on the bar chart below when compared to benchmark counties, with five counties having higher poverty rates, including Santa Cruz, Santa Barbara, Yolo, Monterey and Tulare, and five counties with lower poverty rates, including Marin, Napa, Placer, Sonoma and San Luis Obispo. Solano County is 2.5% lower than the statewide average for all families living at or below the poverty level. It should be noted that every county had an improvement (or reduction) in their unemployment rates.

**CHART F: PERCENTAGE OF POPULATION IN POVERTY (ALL FAMILIES) IN BENCHMARK COUNTIES**



Source: U.S. Census Bureau, 2016-2020 American Community Survey

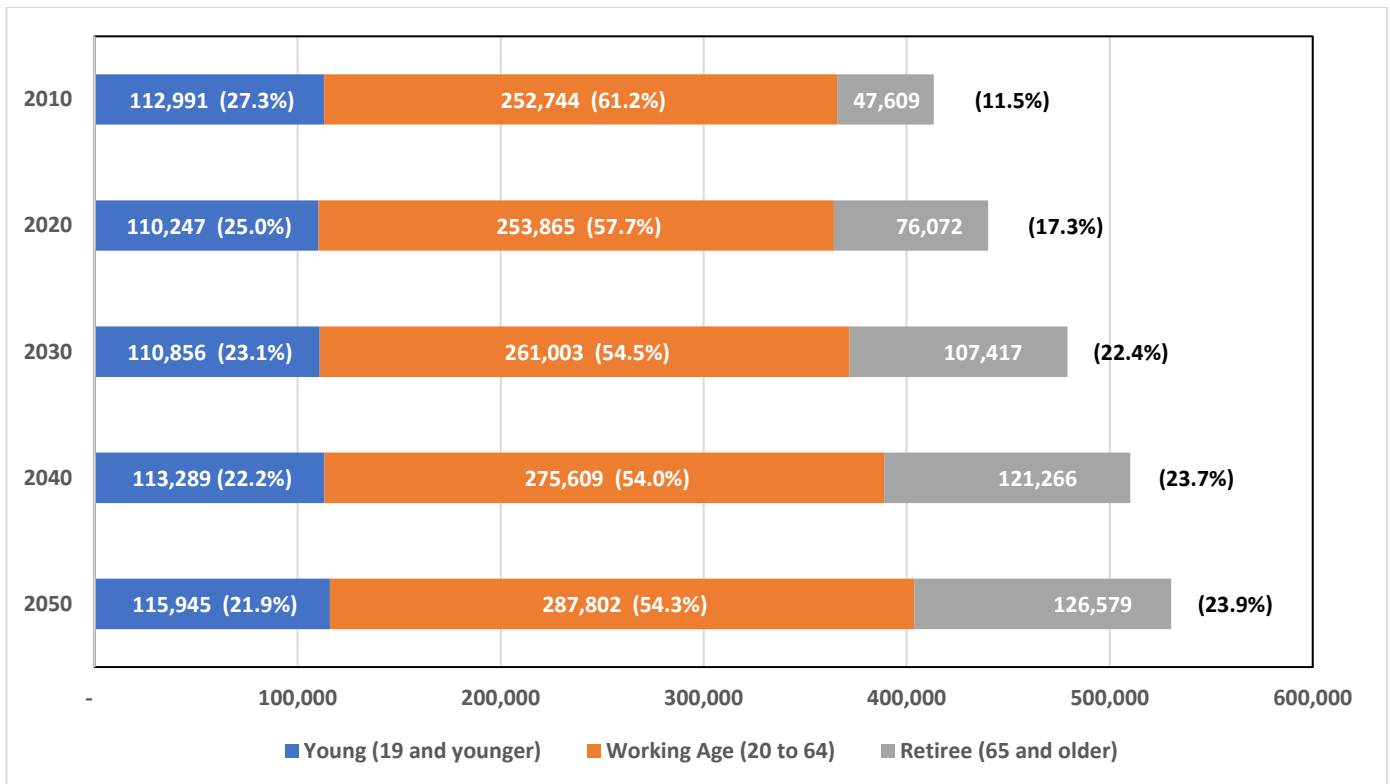


**OUR CHANGING POPULATION – THE NEXT SEVERAL DECADES**

Solano County’s population is projected to grow from 413,344 in 2010 to 530,326 or 28.3% by 2050, according to projections by the U.S. Census’ American Community Survey (2016-2020). The composition of this population is expected to shift significantly over the next 30 years, with the median age increasing from 37.5 in 2010 to 42.2 in 2050. 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 2050, the young population (19 and younger) is expected to increase slightly by 3,131 or 2.7%; the working age population will increase by 35,112 or 13.9% and retiree population by 79,247 or 167.4%. The Department of Finance projects more people will be entering the retiree population than those entering the workforce.

**CHART G: SOLANO SHARE OF POPULATION BY AGE AS PERCENT OF TOTAL POPULATION, 2010-2050**



*Source: 2016-2020 American Community Survey, May 2022*

**CHART H: SOLANO COUNTY - ESTIMATED POPULATION CHANGE BY DECADE AND 2022 SNAPSHOT**

AGE DEMOGRAPHIC	2010	2020	2022	2030	2040	2050
Young (19 and younger)	112,991	110,247	110,500	110,856	113,289	115,945
Working Age (20 to 64)	252,744	253,865	255,233	261,003	275,609	287,802
Retiree (65 and older)	47,609	76,072	83,147	107,417	121,266	126,579
<b>TOTAL POPULATION</b>	<b>413,344</b>	<b>440,184</b>	<b>448,880*</b>	<b>479,276*</b>	<b>510,164*</b>	<b>530,326*</b>

*\* Projection by years end. Source: California Department of Finance, May 2022*

**Solano County Statistical Profile**  
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**UNEMPLOYMENT AND THE ECONOMY**

Most every County in the United States was impacted economically by the COVID-19 pandemic health emergency, having a direct impact on their regional unemployment rates. Prior to March of 2020, the unemployment rate in Solano County had been relatively stable – between 4.1% and 4.6% – a level considered “full employment” by most economists. In April 2020, at the beginning of the health emergency, the unemployment rate in Solano County reached an all-time high, peaking at 15.7%. In March 2021, nearly a year later, the unemployment rate had fallen to 7.8%, a significant decrease from the previous year. As of March 2022, the economy has mostly stabilized in Solano County, as well as in California and the rest of the nation.

**Chart I** below shows the year over year unemployment rates in benchmark Counties (March to March). As of March 2022, the unemployment rate in Solano County is 4.6%. **Chart J** below shows the year over year unemployment rates in Solano County cities (March to March) and how they have changed over time.

**CHART I: UNEMPLOYMENT RATES FROM MARCH 2018 TO MARCH 2022 IN BENCHMARK COUNTIES**

COUNTY	2018	2019	2020	2021	2022
MARIN	2.3%	2.7%	3.0%	4.8%	2.4%
PLACER	3.2%	3.7%	4.0%	5.5%	2.8%
SONOMA	2.8%	3.3%	3.6%	6.0%	3.0%
NAPA	3.2%	3.5%	4.0%	6.6%	3.2%
SANTA BARBARA	4.4%	4.9%	5.6%	6.6%	3.5%
YOLO	5.0%	5.3%	5.9%	6.4%	3.7%
CALIFORNIA	4.2%	4.6%	5.6%	8.2%	4.2%
SOLANO	4.1%	4.6%	5.0%	7.8%	4.6%
SANTA CRUZ	6.3%	6.9%	7.9%	8.1%	5.2%
MONTEREY	9.4%	10.1%	11.8%	10.4%	7.6%
TULARE	11.0%	12.1%	14.5%	11.6%	8.4%

*Source: California Employment Development Department, March 2018 to March 2022*

**CHART J: UNEMPLOYMENT RATES FROM MARCH 2018 TO MARCH 2022 IN SOLANO COUNTY CITIES**

CITY	2018	2019	2020	2021	2022
BENICIA	2.8%	3.0%	3.6%	5.5%	2.8%
VACAVILLE	3.4%	3.7%	4.2%	7.4%	3.8%
FAIRFIELD	3.7%	4.3%	4.8%	7.4%	4.2%
DIXON	3.5%	5.1%	5.0%	7.4%	4.5%
SUISUN CITY	3.7%	4.4%	4.8%	7.5%	4.5%
VALLEJO	4.3%	4.8%	5.1%	8.8%	4.9%
RIO VISTA	3.3%	3.6%	5.0%	9.6%	8.5%

*Source: California Employment Development Department, March 2018 to March 2022*

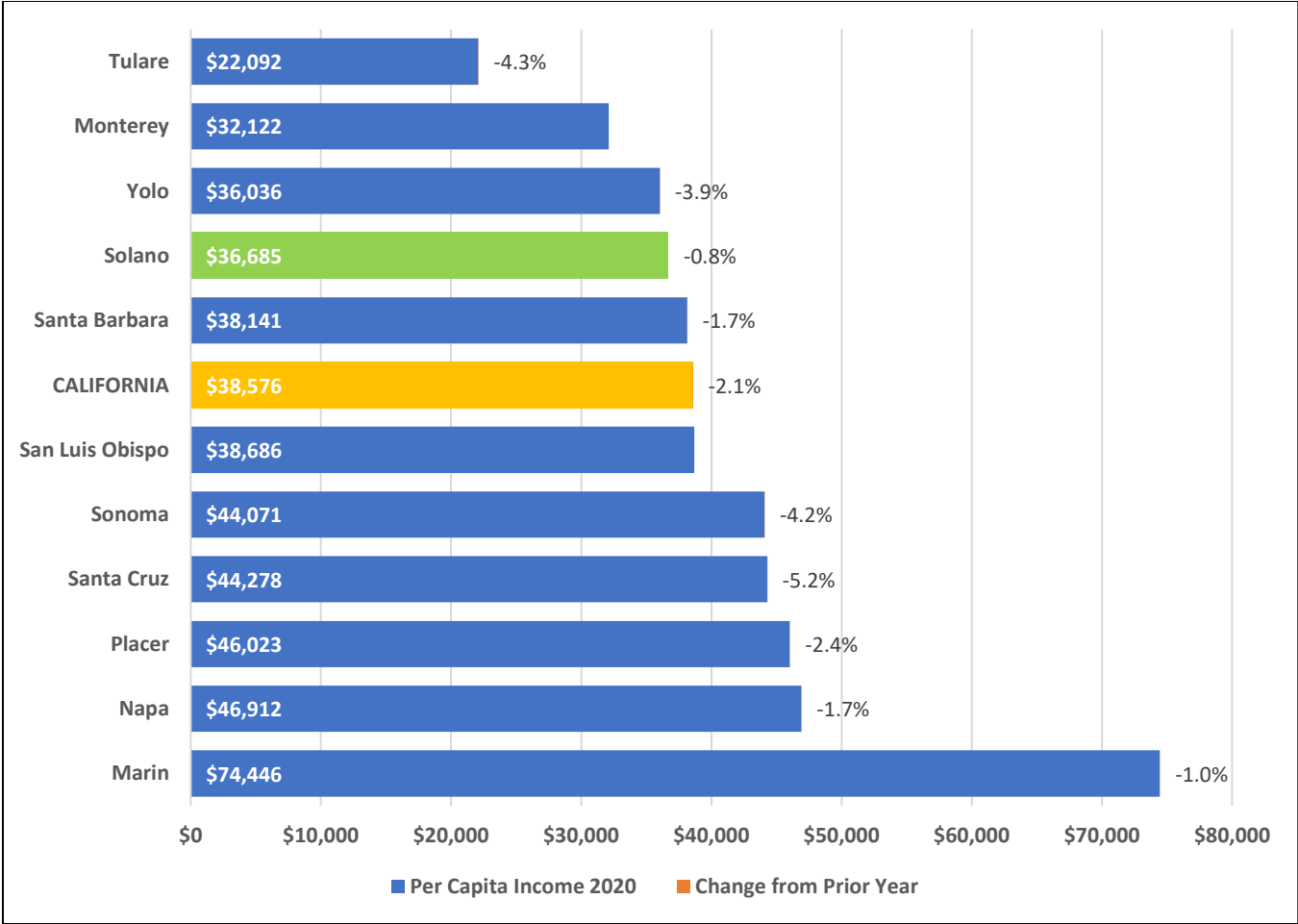
**CHANGE IN PERSONAL INCOME – HOW IT AFFECTS PURCHASING POWER**

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 *California Department of Finance, May 2, 2022 report* indicates that per capita income in Solano County (\$36,685), the metric used to determine average per-person income for an area, outpaced the national economy per capita income of \$35,672, but was slightly slower than California's per capita income of \$38,576.

Per the 2020 statistics from the *California Department of Finance, 2016-2020 American Community Survey* (the latest date the data is available), Solano County ranks as the fourth lowest in per capita income when compared to benchmark counties. Solano County's growth rate in per capita income decreased by -0.8% (or \$283) between 2019 and 2020 but decreasing at a slower pace than most of the benchmark counties. Solano County's per capita income of \$36,685 in 2020 is -5.1% or \$1,891 less than the State's per capita income of \$38,576.

Because the change in per capita income data lags by one year, the data collected in May 2022 has shown a decrease in personal income, as it is pulling data collected from 2020; however, data to be collected in 2023 is likely to show an increase as lost personal income related to the COVID-19 pandemic began to recover in 2021. It is difficult to speculate how much of an increase this will be as Solano County, the State of California, and the rest of the world are all recovering at a different pace from the emergency.

**CHART K: CHANGE IN PER CAPITA INCOME IN BENCHMARK COUNTIES – 2020 DATA**



*Source: California Department of Finance, American Community Survey, May 2, 2022 (2020 data)*

**Solano County Statistical Profile**  
**Bill Emlen, County Administrator**

**MEDIAN HOUSEHOLD INCOME COMPARISONS AMONG BENCHMARK COUNTIES**

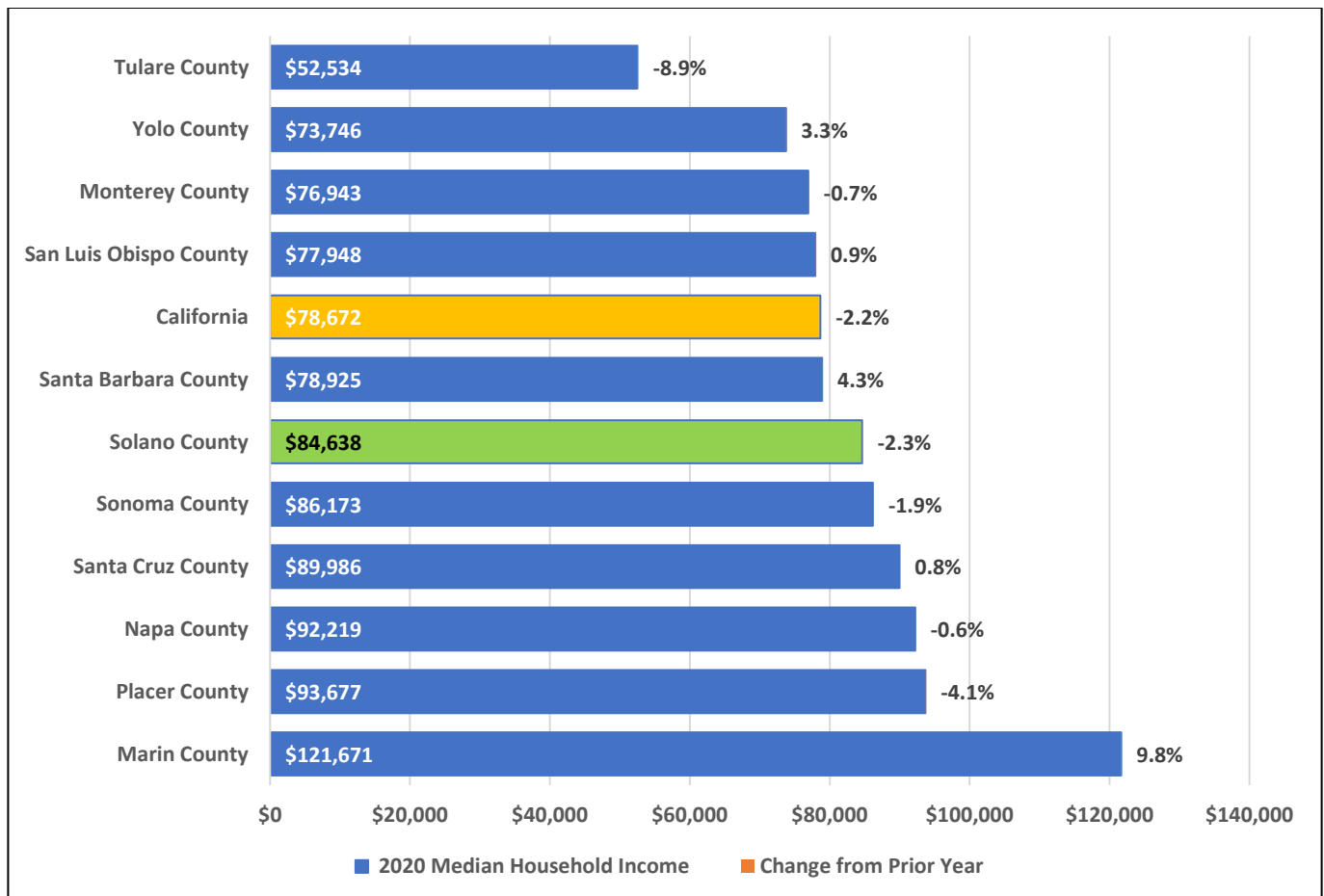
Median household income is comprised of the average income of every resident (within that household) over the age of 15. Sources of income include personal wages and salaries, disability payments, including child support payments received, along with personal business earnings, investments, and other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

The *California Department of Finance, 2016-2020 American Community Survey* reports that along with per capita income, median household income (MHI) is a good indicator of how typical households generate and use income, including spending and savings.

Per the 2022 statistics from the California Department of Finance, Solano County ranks as the sixth highest in MHI when compared to benchmark counties. Solano County's MHI of \$84,638 in 2020 is a decrease of \$2,014 per household (or -2.3%) over the previous year (2019). With these modest decreases, Solano County sits in the middle of the benchmark counties when comparing MHI, with five counties with a higher MHI, including Marin, Placer, Napa, Santa Cruz, and Sonoma Counties, and five counties with a lower MHI, including Santa Barbara, San Luis Obispo, Monterey, Yolo and Tulare Counties. It is important to note that five of the ten benchmark counties all saw year over year declines in MHI, including Placer, Napa, Sonoma, Monterey and Tulare, and five counties saw an increase, including Marin, Santa Cruz, Santa Barbara, San Luis Obispo and Yolo Counties. Additionally, Solano County outperformed the State of California's MHI of \$78,672 by \$5,966 (or 7.5%).

Because the change in MHI data lags by one year, the data collected in May 2022 has shown a decrease in MHI for half of the benchmark counties, as it is pulling data collected from 2020; however, the data collected in 2023 is likely to show an increase (or a recovery) due to lost MHI related to the COVID-19 pandemic. It is difficult to speculate how much of an increase this will be as Solano County, the State of California, and the rest of the world is still recovering from the dynamic effects of the pandemic.

**CHART L: CHANGE IN MEDIAN HOUSEHOLD INCOME IN BENCHMARK COUNTIES – 2020 DATA**



Source: 2016-2020 American Community Survey, CA Department of Finance – Figures are based on 2020 inflation dollars

**HEALTH INSURANCE COVERAGE, HOW WE COMPARE**

Percent of Residents with Healthcare in Benchmark Counties				
BENCHMARK COUNTY	Health Insurance Coverage	Private Health Insurance	Public Health Insurance	No Health Insurance Coverage
<b>California</b>	<b>92.8</b>	<b>64.3</b>	<b>28.5</b>	<b>7.2</b>
Marin	96.8	79.5	17.3	3.2
Monterey	90.6	58.3	32.3	9.4
Napa	94.1	73.1	21.0	5.9
Placer	96.3	80.4	15.9	3.7
San Luis Obispo	94.0	74.1	19.9	6.0
Santa Barbara	90.1	64.0	26.1	9.9
Santa Cruz	94.8	71.9	22.9	5.2
<b>Solano</b>	<b>95.0</b>	<b>73.0</b>	<b>22.0</b>	<b>5.0</b>
Sonoma	94.0	72.4	21.6	6.0
Tulare	92.2	45.1	47.1	7.8
Yolo	95.7	73.2	22.5	4.3

*Source: 2016-2020 American Community Survey. Percentages may not sum up to 100% as numbers reflect partial coverage and may be counted in both columns.*

Health insurance is a means of financing a person’s health care expenses. Most people in the United States have private health insurance, primarily through an employer, some obtain coverage through programs offered by the government, while other individuals do not have health insurance at all (i.e. they are uninsured). Being uninsured greatly influences the services they receive and escalates the costs associated with accessing healthcare. There are many social determinants of health – such as access to food, housing, and economic stability – that are often associated with not having health insurance.

Nationally, in 2020 (the latest date the data is available) 8.7% of people, or 28.1 million, did not have health insurance at any point during the year. Between 2019 and 2020, the total population for the United States slightly decreased, largely due to changes in deaths, births and immigration rates.

In California, the population slightly increased between 2019 and 2020, and the number of uninsured residents decreased slightly from 7.5% in 2019 to 7.2% in 2020. The uninsured rate in California continues to decrease and more people have health insurance since the implementation of the Affordable Care Act (ACA). In 2013, almost 18 out of 100 people did not have health insurance (17.8%); in 2020

that number dropped to 7 out of 100 people that do not have health insurance (7.2%).

More people in Solano County have obtained health insurance since the ACA, from 12.9% uninsured in 2013 (51,556 people) to 5.0% uninsured in 2020 (21,737 people).

**DEMAND FOR PUBLIC ASSISTANCE PROGRAMS INCREASED DURING PANDEMIC**

The increasingly high cost of living, coupled with job loss and the economic crisis created by COVID-19, has increased food insecurity in Solano County. There has been a 25% increase in daily CalFresh applications from 2020 to 2022 – from 144 to 180 applications per day. Similarly, the number of CalWORKS and General Assistance applicants have increased since 2020. The number of Medi-Cal applications have decreased from 2020 to 2022, from 82 to 65 applications per day. Overall, the number of Solano County residents receiving multiple public assistance programs (or unduplicated) increased by 9.1%, from 128,832 in March 2021 to 140,598 in March 2022.

**COMMUNITY HEALTH ASSESSMENT SURVEY IDENTIFIES TOP HEALTH CONCERNS**

In 2020, the Solano County Health and Social Services Department, Public Health division, commissioned the Community Health Assessment (CHA), a community-wide survey to capture data for SPH and partners to understand county health issues and emerging trends and to inform planning. Overall, eight health needs emerged as top concerns in Solano County, including economic security, housing, access to care, education, violence and injury prevention, behavioral health, healthy eating and active living, and maternal and infant health. The CHA is part of an ongoing broader community health improvement process and is developed in preparation for the Community Health Improvement Plan (CHIP), which uses CHA data to identify priorities.

Public Health’s next steps are to implement programming aimed at: improving the eight areas identified in the survey; sharing the CHA with community partners to raise awareness of County health issues and emerging trends; collaboratively developing Community Health Improvement Plan (CHIP) to co-create a vision of health for Solano County with local partners and community members; and obtaining Public Health Accreditation. The full survey, its findings and related materials can be found by visiting the Solano County Public Health website, <https://www.SolanoCounty.com/PH>.

*Source: American Community Survey | Selected Characteristics of Health Insurance Coverage in the United States. 2016- 2020 estimates. Table ID: [S2701](#) and [S2703](#)*

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**Bill Emlen, County Administrator**

**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 32.6 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 second lowest in the number of drivers who drive more than 10 miles one-way to get to work (18.1%), just behind Marin County (14.7%). Santa Barbara County workers travel the furthest to get to work with more than half of all workers (56.0%) traveling more than 50 miles one-way.

**CHART M: DISTANCE COMMUTERS DRIVE TO GET TO WORK (ONE-WAY)**

BENCHMARK COUNTY	TOTAL COMMUTERS	More than 50 miles		25 to 50 miles		10 to 24 miles		Less than 10 miles	
		Count	Share	Count	Share	Count	Share	Count	Share
Marin	113,755	41,755	36.7%	35,458	31.2%	19,814	17.4%	16,728	14.7%
<b>Solano</b>	<b>140,695</b>	<b>57,054</b>	<b>40.6%</b>	<b>31,645</b>	<b>22.5%</b>	<b>26,476</b>	<b>18.8%</b>	<b>25,520</b>	<b>18.1%</b>
Santa Cruz	205,030	105,642	51.5%	40,378	19.7%	20,235	9.9%	38,775	18.9%
Tulare	159,399	77,708	48.8%	34,682	21.8%	15,357	9.6%	31,652	19.9%
San Luis Obispo	111,030	45,940	41.4%	30,552	27.5%	9,973	9.0%	24,565	22.1%
Napa	52,940	30,705	58.0%	24,062	45.5%	10,096	19.1%	12,139	22.9%
Sonoma	78,438	52,352	66.7%	22,260	28.4%	7,748	9.9%	18,338	23.4%
Monterey	169,602	78,810	46.5%	31,803	18.8%	14,836	8.7%	44,153	26.0%
Placer	127,248	75,626	59.4%	45,434	35.7%	17,376	13.7%	34,246	26.9%
Yolo	70,910	36,094	50.9%	28,438	40.1%	15,042	21.2%	19,774	27.9%
Santa Barbara	167,105	93,598	56.0%	23,445	14.0%	22,105	13.2%	51,402	30.8%

(Source: Longitudinal Employment and Housing Dynamics, 2020 data set, <http://onthemap.ces.census.gov>)

**WHERE PEOPLE CHOOSE TO WORK**

According to the Brookings Institute, proximity to employment can influence a range of economic and social outcomes, from local fiscal health to the employment prospects of residents. For local governments, including in Solano County, where people work plays a role in the revenues generated from the area's commercial and industrial tax base, which can influence local fiscal health and the quality of public services. Solano County ranks eighth among the benchmark Counties for the number of commuters who both live and work within the Solano County.

**CHART N: INFUX / OUTFLOW OF WORKERS IN BENCHMARK COUNTIES**

BENCHMARK COUNTY	TOTAL COMMUTERS	INFUX OF COMMUTERS		OUTFLOW OF COMMUTERS		NATIVE COMMUTERS	
		Emp. / Live Outside Co.	PERCENTAGE	Live Inside / Emp. Elsewhere	PERCENTAGE	Emp. & Work Inside Co.	PERCENTAGE
San Luis Obispo	149,165	34,570	23.2%	38,135	25.6%	76,460	51.3%
Santa Barbara	247,544	67,379	27.2%	56,994	23.0%	123,171	49.8%
Sonoma	286,144	65,907	23.0%	81,114	28.3%	139,123	48.6%
Monterey	231,287	59,211	25.6%	61,685	26.7%	110,391	47.7%
Tulare	222,447	55,020	24.7%	63,048	28.3%	104,379	46.9%
Santa Cruz	154,705	38,109	24.6%	54,007	34.9%	62,589	40.5%
Napa	111,044	40,904	36.8%	34,042	30.7%	36,098	32.5%
<b>Solano</b>	<b>274,599</b>	<b>70,946</b>	<b>25.8%</b>	<b>133,904</b>	<b>48.8%</b>	<b>69,749</b>	<b>25.4%</b>
Marin	180,500	71,025	39.3%	66,745	37.0%	42,730	23.7%
Placer	274,606	108,834	39.6%	101,924	37.1%	63,848	23.3%
Yolo	153,461	66,487	43.3%	54,113	35.3%	32,861	21.4%

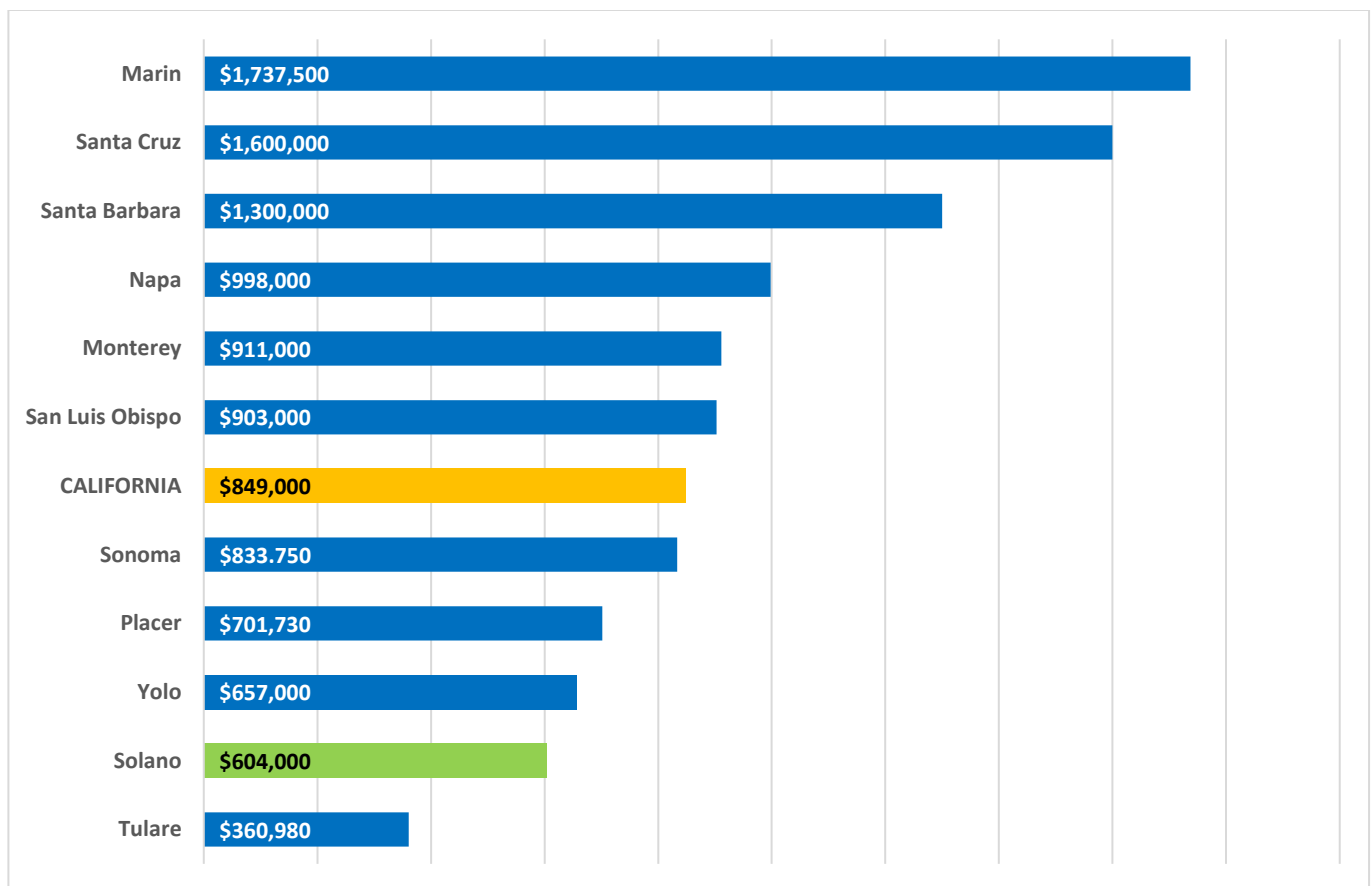
(Source: United States Census Bureau, <http://data.census.gov>)

**HOUSING AFFORDABILITY**

The California Association of REALTORS® reports that Solano County's median home price in March 2022, the latest the data was available, was \$604,000, a \$55,000 or 10.1% increase compared to March 2021. Despite the significant increase over the past year, housing prices in Solano County remain more affordable when compared to the eight other Counties that comprise the greater Bay Area (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara and Sonoma Counties), where the average home price is \$1,444,720 (May 2022).

Solano County ranks second in housing affordability among the ten benchmark counties and four positions under the statewide average as illustrated in the bar chart below. The average home price in Solano County is 40.5% or \$245,000 lower than the State average. Solano County's average home price is \$53,000 or 8.7% less than the next highest benchmark county, Yolo County, and \$1,133,500 or 187.6% less than the most expensive of the benchmark counties, Marin County.

**CHART O: AVERAGE HOUSING PRICES WHEN COMPARED TO BENCHMARK COUNTIES**



*(Source: The California Association of REALTORS®)*

**CHART P: SOLANO CITIES MEDIAN HOME VALUES, YEAR-OVER-YEAR, MARCH 2021 to MARCH 2022**

CITY	March 1, 2021	March 1, 2020	% Change
Benicia	\$734,784	\$650,012	13.0%
Dixon	\$527,529	\$454,550	16.1%
Fairfield	\$543,013	\$474,437	14.5%
Rio Vista	\$439,837	\$390,629	12.6%
Suisun City	\$477,081	\$419,815	13.6%
Vacaville	\$542,485	\$473,319	14.6%
Vallejo	\$492,727	\$435,140	13.2%

*(Source: The California Association of REALTORS®)*

**Solano County Statistical Profile**  
**Bill Emlen, County Administrator**

**SINGLE-FAMILY HOME AND APARTMENT RENTAL PRICES**

Housing and rental prices have both increased year after year in Solano County, with rental prices rising at about one-half to one-third as quick when compared to home values. Per Zillow Research, in March 2021, the average rental price for two-bedroom apartments in Solano County was \$1,780 per month. In March 2022, that figure was \$1,942 per month, an increase of 9.1%.

According Zillow Research, a division of the Zillow Group Real Estate Company, the average price of a two-bedroom apartment in Solano County continues to rise modestly year-over-year. By comparison, the average two-bedroom apartment in San Francisco County is \$3,230, nearly 66.3% higher than in Solano County, making Solano County a much more affordable place to live. It should be noted that while the COVID-19 pandemic health emergency caused rental prices in the San Francisco, Bay Area to drop temporarily as people left the city in order to work remote, those prices have mostly returned to pre-pandemic levels.

Regional fires in 2017, 2018, and 2020 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 two-bedroom apartment in each of Solano County’s seven cities. The City of Benicia has the highest rent, as of March 1, 2022, at \$2,262 per month, whereas the City of Rio Vista has the lowest rent at \$1,498 per month. Rental prices increased in all seven cities, with rental prices increasing the most year-over-year in Vacaville at 12%. The lowest year-over-year increase was in Fairfield at 6.6%.

**CHART Q: SOLANO CITIES MEDIAN HOME/RENTALS COST, YEAR-OVER-YEAR CHANGE, 2021-2022**

CITY	March 1, 2022	March 1, 2021	% Change
Vacaville	\$2,190	\$1,956	12.0%
Benicia	\$2,262	\$2,035	11.2%
Suisun City	\$1,905	\$1,734	9.9%
Dixon	\$1,689	\$1,549	9.0%
Vallejo	\$2,050	\$1,904	7.7%
Rio Vista	\$1,498	\$1,401	6.9%
Fairfield	\$2,005	\$1,881	6.6%

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

As of March 2022, the Solano County housing market continues to provide increased values and takes advantage of incentives for home ownership. Like other markets, the current rise is not only a function of slow-growing supply, it is also a function of rising demand and relatively lower prices in Solano County when compared to the Bay Area Counties. As the United States Federal Reserve raises interest rates throughout 2022 in an effort to help curb the rising rate of inflation, the cost of borrowing money will increase across the board, including credit cards, student loan debt, personal loans, stock and bond markets and mortgage rates.

According to Forbes Advisor, higher interest rates make loans more expensive for both businesses and consumers, and everyone ends up spending more on interest payments. Those who cannot or do not want to afford the higher payments postpone projects that involve financing. It simultaneously encourages people to save money to earn higher interest payments. This reduces the supply of money in circulation, which tends to lower inflation and moderate economic activity—a.k.a. cool off the economy. As a result, more people may postpone purchasing a home in Solano County due to the high cost of homeownership and may choose to rent instead, impacting the supply, demand and pricing of rental properties throughout the area.



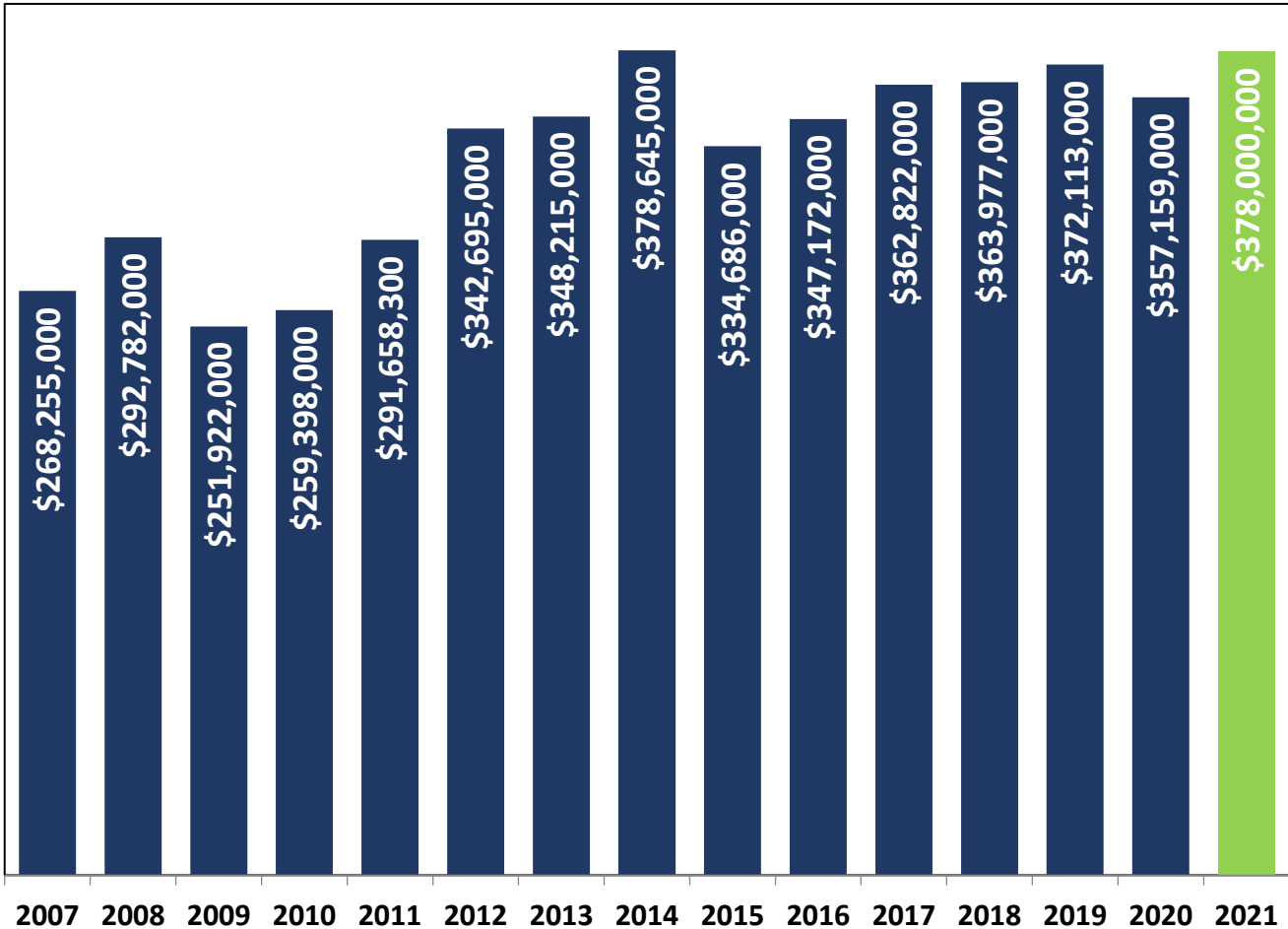
**SOLANO COUNTY AGRICULTURAL CROP AND LIVESTOCK VALUE**

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 2021. Early estimates by the Department put this number at \$378,000,000, a potential increase of over \$20.8 million or 5.8% compared to the previous year's total of \$357,159,000, initially attributed to new acreage bearing almonds, strong processing tomato production and a rebound in wine grape pricing.

Almonds are the top crop for 2021 with Tomatoes and Nursery Products rounding off the top three crops. Solano County farmers produce more than 100 different commodities including fruits, nuts, vegetables, grains, seed, nursery stock, livestock, poultry, and apiary products and services.

According to the State of California Employment and Development Department's (EDD) March 2021 report, Solano County supports approximately 1,300 farm related jobs, a 7.7% decrease from the previous year. While agricultural jobs only make up a small fraction of all jobs in the County (less than 1%), agricultural production is part of a much larger industry cluster that spans the full spectrum of economic activity, including activity from before the crops get into the field to the value-added processing in consumer products. The Moving Solano Forward project identifies this food-chain cluster as supporting more than 8,750 jobs and \$1.48 billion in economic output (as of 2020, the latest date the data is available), representing approximately 7.5% of the County's total \$19.66 billion-dollar Gross Regional Product.

**CHART R: 2021 ESTIMATED GROSS AGRICULTURE CROP VALUES FOR SOLANO COUNTY**



Source: County of Solano Agricultural Commissioner (\*early estimates for the 2021 Crop Report)

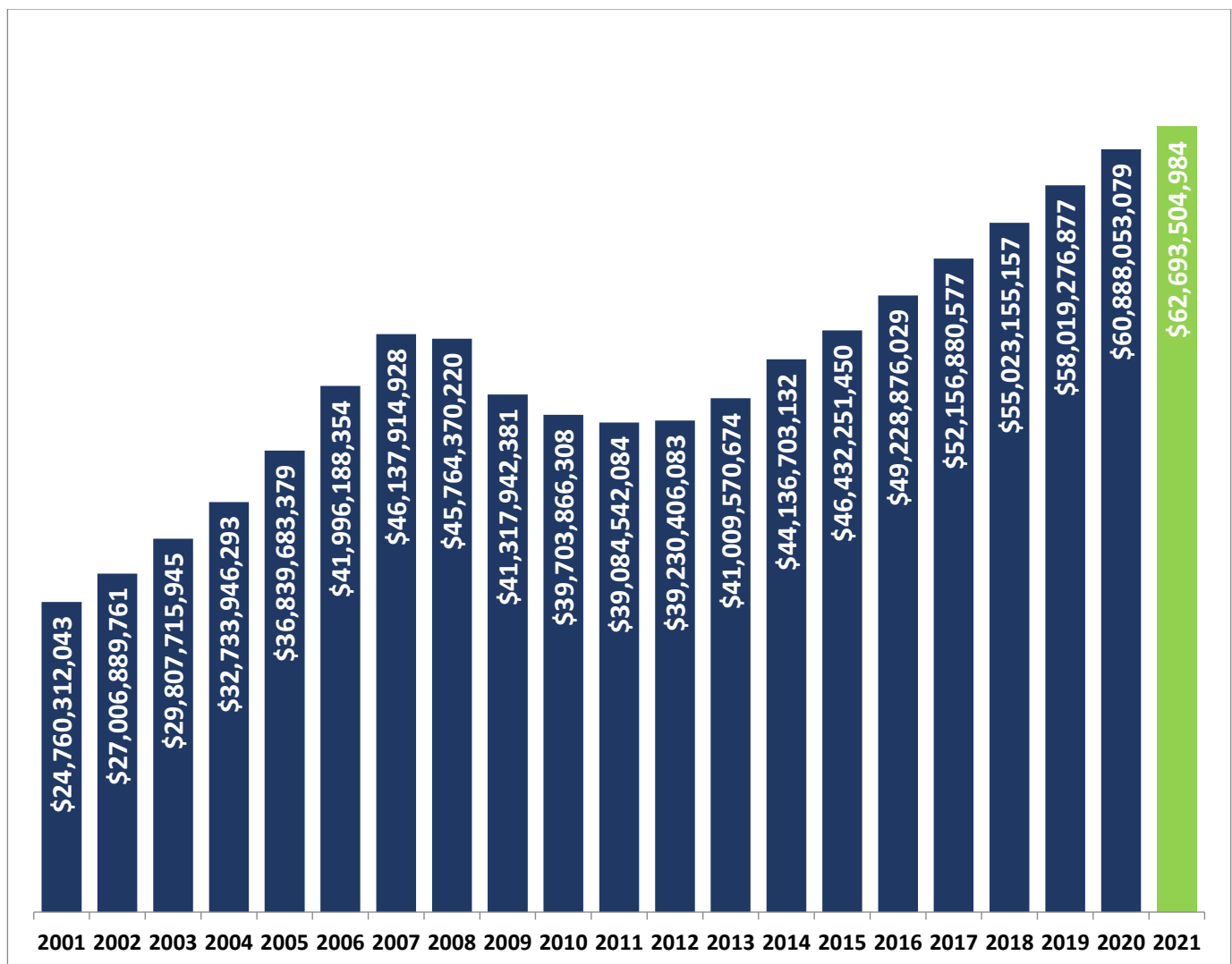
**COUNTY ASSESSED VALUES AND GROWTH**

Property taxes are a major source of local governmental revenues and are determined by assessed values. The annual property tax rate throughout the State of California is 1% of assessed values. The FY2021/22 Property Assessment Roll of \$62.7 billion increased 2.97% or \$1.8 billion from the prior year's roll value and represents property ownership in Solano County as of January 1, 2021. This is the tenth year of increasing assessed values since the bottom of the market in 2011. The residential real estate market showed persistent growth over the prior year (January 1, 2020 to January 1, 2021), and while new construction continues to add value to the County's property tax roll, the lower year-over-year percentage gain is likely due to the COVID-19 pandemic.

As real estate market values continue to rise, the number of properties on Proposition 8 status – which is a temporary reduction in a property value below the established Proposition 13 base year value – has decreased. There are currently 7,081 parcels on Proposition 8 status, a decrease of 1,426 from the previous fiscal year. The number of parcels on Proposition 8 status peaked in 2012 at 78,000 parcels. There are 150,570 parcels countywide, spread between the seven cities and unincorporated County.

It is important to note that the COVID-19 pandemic health emergency may likely have an impact on future property tax rolls. As far as values are concerned, since the values in this roll are derived based on the January 1, 2021 assessment date, the overall impact COVID-19 has had on local property values will not be reflected until we begin work on the FY2022/23 assessment roll.

**CHART S: LOCAL ASSESSED VALUES FOR SOLANO COUNTY**



Source: County of Solano, Assessor-Recorder's Office, July 2021

**BUILDING PERMITS IN SOLANO COUNTY**

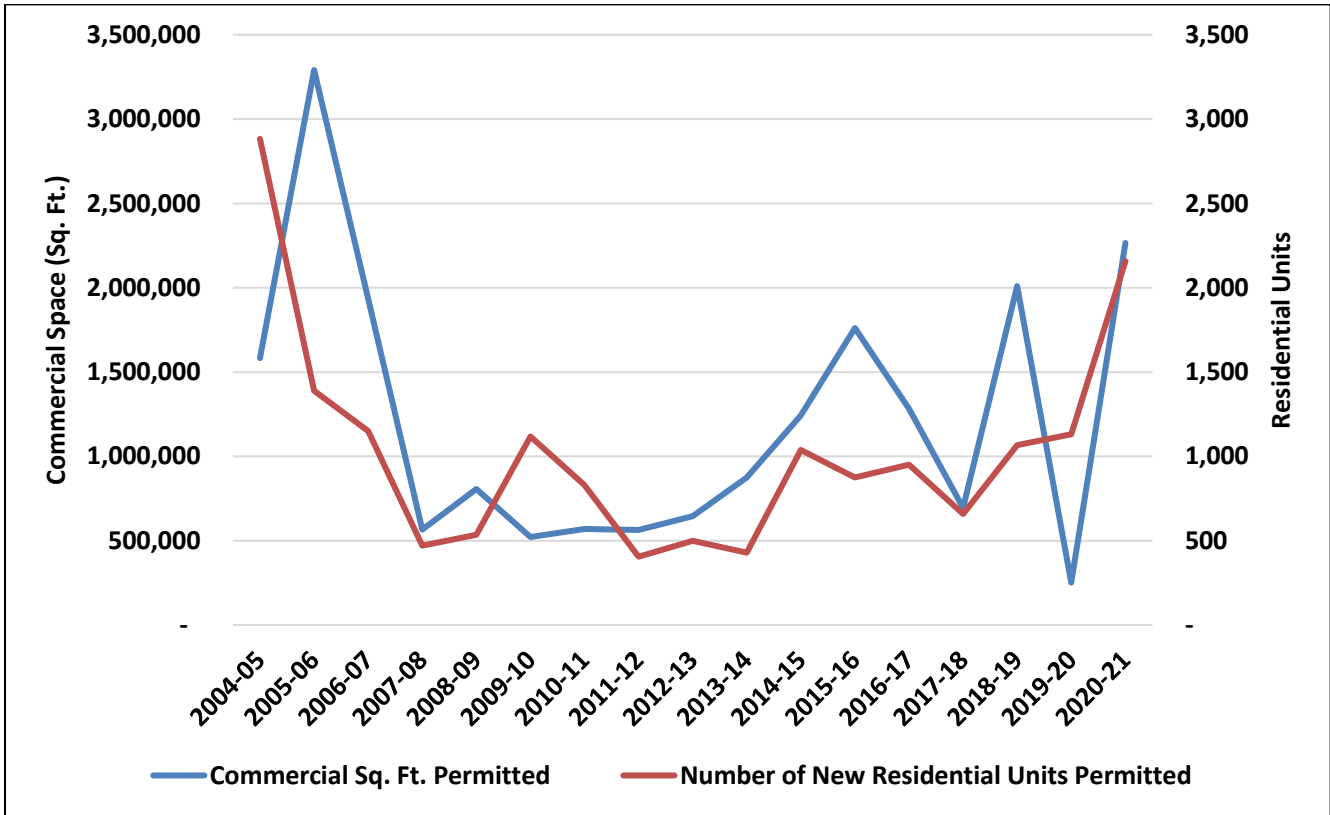
Per the US Census Bureau for Construction Spending and 2021 Index of Economic and Community Progress (forthcoming in June 2022), building permits generally act as a leading indicator of economic activity, predicting the growth of construction jobs, and the demand for raw materials to build residential and commercial units.

Solano County’s commercial real estate building permit activity was mixed in FY2019/20 compared to FY2018/19. Commercial square feet under construction was up 2.26 million new square feet of space between July 2020 and June 2021 (the previous fiscal year permitted only 251 million square feet). The COVID-19 recession has created uncertainty in office space demand. According to Colliers International, office-vacancy rates in Solano County increased during 2020 at 20.1%, with rents rising slightly to \$2.48 per square foot as 2021 ended.

Building permits for residential units in Solano County increased at a faster pace again in FY 2020/21, as the pandemic recession faded, and economic recovery began. There were 2,157 residential building permits issued in FY2020/21 by Solano County, permits that may help to achieve RHNA regional housing needs goals for Solano County and the cities moving forward.

The chart below indicates that building permits for new homes increased in FY2019/20, slightly more units than the previous fiscal year, permitting 3,288 units in two fiscal years, and that new commercial space permitted dropped sharply. The impacts of COVID-19 for commercial real estate markets is being monitored and could leave significant vacancies in retail and restaurant spaces where smaller businesses or restaurants have not been successful traversing the 2020 and 2021 COVID-19 restrictions. New commercial spaces are more likely to occur in industrial and warehousing markets, given the increase in logistics demand from internet purchases. In the short-term, this is a concern over the fate of office and retail spaces in Solano County, which is too early to determine at this point.

**CHART T: SOLANO COUNTY RESIDENTIAL AND COMMERCIAL BUILDING PERMITS, FISCAL YEARS 2004-2005 TO 2020-2021 / COMMERCIAL SQUARE FEET AND RESIDENTIAL UNITS PERMITTED**



*Sources U.S. Census Bureau & 2021 Index of Economic and Community Progress*

**Solano County Statistical Profile**  
**Bill Emlen, County Administrator**

**2011 PUBLIC SAFETY REALIGNMENT AND ASSEMBLY BILL 109**

Due to the passage of Assembly Bill 109 (AB 109, Public Safety Realignment) in October 2011, the Solano County jail population has changed over time. As of March 1, 2022, the County jail was housing 37 parole violators (known as 3056 PC), 40 Post Release Community Supervision (PRCS) violators, and 29 locally sentenced offenders (known as 1170 offenders) making up approximately one-quarter of the jail population.

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

To address the evolving inmate population resulting from AB 109, 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, provide offenders with additional skills to enhance their ability to successfully re-enter the community. Non-serious, non-violent, non-sex (non-non-non) 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.

**CHART U: SNAPSHOT – CHANGES IN POPULATION UNDER SUPERVISION IN SOLANO COUNTY JAILS**

	Solano County Probation			Solano County Sheriff - Custody				Total
	PRCS	1170h PC	Adults	3056 PC	1170h PC	PRCS	Other	
March 1, 2020	407	82	2,309	54	34	51	578	3,515
March 1, 2021	374	61	2,189	38	22	47	557	3,288
March 1, 2022	407	64	1,743	37	29	40	475	2,795
Change from 2021	<b>33</b>	<b>3</b>	<b>(446)</b>	<b>(1)</b>	<b>7</b>	<b>(7)</b>	<b>(82)</b>	<b>(493)</b>
% Change	8.8%	4.9%	-20.4%	-2.6%	31.8%	-14.9%	-14.7%	-15.0%
Change from 2020	<b>0</b>	<b>(18)</b>	<b>(566)</b>	<b>(17)</b>	<b>(5)</b>	<b>(11)</b>	<b>(103)</b>	<b>(720)</b>
% Change	0.0%	-22.0%	-24.5%	-31.5%	-14.7%	-21.6%	-17.8%	-20.5%

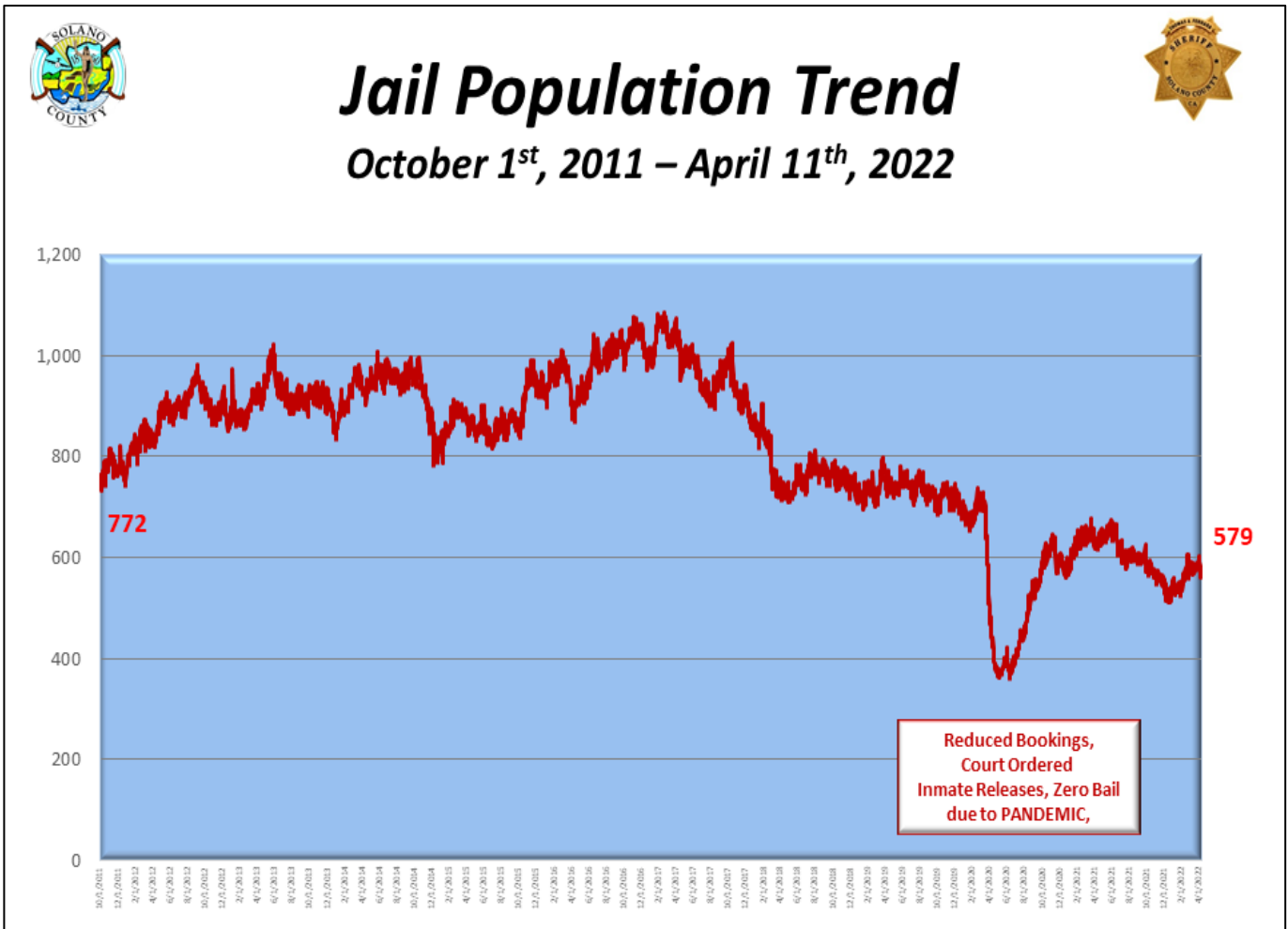
*Source: Solano County Community Corrections Partnership and California Department of Corrections and Rehabilitation*

**AB 1950 – PROBATION, LENGTH OF TERMS**

With the passage of Assembly Bill 1950 (AB 1950), Probation, Length of Terms in September 2020, the length of probation in both misdemeanor and felony cases was shortened. Under this law, probation is capped at one year for misdemeanors and two years for felonies. There are some exceptions, however, including AB 1950 does not apply to financial crimes involving more than \$25,000, crimes “that includes specific probation lengths within its provisions,” and violent felonies.

Before AB 1950, most misdemeanor offenses were punishable by three years of probation, and most felony offenses were punishable by five years of probation. This meant that people could be sent to jail for probation violations years after they were convicted of a crime, and because there are dozens of ways to violate probation, lots of people were arrested or sentenced to additional jail time for doing so. However, because AB 1950 reduces the amount of time someone is on probation, people are less likely to violate their probation and get sent to jail. Here in Solano County, the Probation Department has seen a reduction in the number of adult probationers (also known as Formal Supervision cases) as a direct result of the implementation of AB 1950.

SNAPSHOT – JAIL POPULATION TREND, OCTOBER 1, 2011 – APRIL 11, 2022



Source: Solano County Sheriff's Office, May 7, 2022

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 ten and one-half years, the average daily jail population grew and contracted several times. The largest contraction took place between late February and early March 2020, which is a result of 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 pre-COVID-19 decrease 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, reduce 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 therefore placed in a cell by themselves – a cell that would normally house two inmates.

**Solano County Statistical Profile**  
**Bill Emlen, County Administrator**

**SOLANO COUNTY - Principal Taxpayers with over \$50,000,000 in Assessed Value for FY2022-23**

Principal Property Taxpayers	Parcels	Assessed Value	Tax Obligation
PACIFIC GAS & ELECTRIC CO	16	\$908,244,902	\$15,540,135
VALERO REFINING COMPANY CALIF	31	\$809,752,293	\$9,653,500
GENENTECH INC	27	\$773,227,775	(\$15,668,500)
ANHEUSER-BUSCH COMM STRAT LLC	2	\$297,568,303	\$3,451,718
STAR-WEST SOLANO LLC	7	\$196,914,980	\$2,283,979
CALIFORNIA NORTHERN RAILROAD	169	\$180,382,285	\$2,478,926
PW FUND A LP	8	\$174,811,684	\$2,147,016
INVITATION HOMES INC	423	\$164,368,094	\$2,124,560
SACRAMENTO MUNICIPAL UTIL DIST	42	\$150,474,062	\$1,570,816
ICON OWNER POOL 1 SF N-B P LLC	28	\$145,918,714	\$1,741,692
SHILOH WIND PROJECT II LLC	1	\$122,104,113	\$1,269,639
SHILOH WIND PROJECT III LLC	1	\$120,061,444	\$1,248,399
COLONY STARWOOD HOMES	297	\$116,232,628	\$1,482,878
CPG FINANCE II LLC	3	\$113,601,039	\$1,541,210
FLANNERY ASSOCIATES LLC	170	\$105,421,300	\$1,168,285
GATEWAY 80 OWNER LP	4	\$105,117,852	\$1,294,447
NT DUNHILL I LLC	8	\$102,233,977	\$1,391,180
APS WEST COAST INC	37	\$95,995,200	\$1,141,200
THE NIMITZ GROUP	102	\$95,478,977	\$1,941,735
CORDELIA WINERY LLC	19	\$95,294,444	\$1,126,158
SHILOH IV WIND PROJECT LLC	1	\$95,094,526	\$988,793
MEYER COOKWARE INDUSTRIES INC	7	\$95,004,751	\$1,131,268
TRAVIS WAY LLC	1	\$91,240,335	\$1,084,351
MG NORTH POINTE APARTMENTS LLC	2	\$90,406,020	\$1,089,315
RANGER NORTHBAY LLC	2	\$88,500,000	\$1,080,525
CENTRO WATT PROPERTY OWNER II	8	\$88,008,383	\$1,164,818
ALZA CORPORATION	6	\$83,971,179	\$1,007,865
NEXTERA ENERGY MONTZMA II WIND	1	\$82,584,097	\$858,709
PARK MANAGEMENT CORP	3	\$80,924,475	\$1,036,979
SFPP, L.P.	148	\$75,407,516	\$1,095,574
KAISER FOUNDATION HOSPITALS	5	\$75,033,698	\$1,081,660
WRPV XIII BV VALLEJO LLC	2	\$66,575,627	\$968,162
JDM 111 2600 NAPA LLC	1	\$66,165,590	\$715,820
ARDAGH METAL BEVERAGE USA INC	1	\$65,050,639	\$690,788
PRIME ASCOT LP	282	\$64,860,309	\$1,245,490
BALL METAL BEVERAGE CONT CORP	3	\$62,580,030	\$666,284
WAL-MART REAL ESTATE BUS TRUST	5	\$61,975,749	\$742,131
SEQUOIA EQUITIES-RIVER OAKS	2	\$60,949,644	\$740,149
NORTH BAY LOGISTICS OWNER LLC	1	\$60,803,464	\$701,389
SRGMF III WEST TEXAS FF LLC	1	\$60,530,655	\$712,466
N/A ROLLING OAKS-88 LP	1	\$60,492,901	\$712,137
STATE COMPENSATION INSRN FUND	4	\$58,726,538	\$732,735
CAMDEN PARC RESIDENTIAL LLC	2	\$58,009,219	\$686,523
SHILOH I WIND PROJECT LLC	1	\$56,195,770	\$584,324
NORTHBAY HEALTH ADVANTAGE	2	\$54,054,259	\$687,013
FPA6 VILLAGE GREEN LLC	1	\$53,247,965	\$618,659
NORTH VILLAGE DEVELOPMENT	2	\$50,957,104	\$672,662
TRAVIS CREDIT UNION	19	\$50,179,828	\$603,950
QUINN CROSSING APARTMENTS	2	\$50,095,570	\$606,676

**\$6,880,829,907**

**\$63,636,188**

**\*NOTE:** The tax obligation is calculated at 1 percent + voter approved bonds and any special assessments. Rates may vary by Tax Area Code.

Source: County of Solano, Tax Collector/County Clerk, March 2021

## 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 expenditures 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

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## 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, and 29101)

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

### **All County Officials** (Government Code §29040)

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

### **Auditor or Administrative Officer as Designated by Board** (Government Code §29040, 29042, 29045, 29060, and 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, and 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 FY2022/23 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, and 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 will encourage 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, an updated Housing Element, 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.

The basic principles, goals and objectives of the Board of Supervisors for Solano County have been maintained as the underlying foundation for the Budget. These include:

- The Budget must be balanced with appropriations equaling the combined total of estimated revenues, Fund Balance and/or reserves.
- Wherever possible, the Budget should be balanced with identified ongoing revenue sources equaling ongoing and reasonably expected appropriations.
- To the extent possible, one-time money should not be used to fund ongoing operations.

## Budget Construction & Legal Requirements

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- 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 Assigned 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, and 29130)
- Designation of an official to whom Auditor shall submit statements showing conditions of budget appropriations and estimated available financing. (Government Code §29126.2)

### ADOPTED BUDGET POLICY

The FY2022/23 Budget Hearings will commence Thursday, June 23, 2022 and continue for a period not to exceed 14 calendar days.

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

Chapter 2 of the Solano County Code 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 FY2022/23

#### 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 FY2022/23 Net County Cost or General Fund (GF) Contribution to programs will not exceed their FY2021/22 Midyear projection where possible and have no new programs or positions unless revenue-offset.
2. Labor Costs: The Memorandums of Understanding (MOU) with the County and all its labor units are set to expire during FY2022/23. During the year, the County will be negotiating with the labor units with the goal of reaching successor MOUs. The County anticipates continued increases in PERS employer rates effective FY2022/23, with continued increases in the future. In this regard, Departments should continue to pursue efficiencies in the delivery of services, searching for opportunities to automate, streamlining services where feasible, share back office operations, and eliminating vacant non-"Mission Critical" positions. A "Mission Critical" position is defined as "a position that provides essential life, safety and/or public health services to the community or required to be filled by the County to avoid liability and to limit impairment or disruption to the delivery of mandated services."
3. Contributions to Outside Organizations: The Budget should not include contributions to outside organizations not controlled by the Board, such as the State Courts, unless the organization is carrying out a priority of the Board based on the community's needs.
4. Maximize the Board's Discretion: Wherever legally possible, revenues are to be treated as discretionary resources, rather than as dedicated to a particular program or service. The goal is to give the Board as much flexibility as possible in allocating resources to local priorities, including the Goals and Objectives outlined in the County Strategic Plan. To the extent allowed

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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, offset by savings or efficiencies creating capacity for the new program, or are fully funded by non-General Fund sources in FY2022/23 and will continue to be in future years. 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 State or federal 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: Public Art
- 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 \$46.8 million which is currently 44% of the target Reserve of \$107 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, except in cases of a legally declared emergency, limits the Board's ability to increase or decrease the General Reserve during the annual budget process and any subsequent increase 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.
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.

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- 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. If there are insufficient appropriations in General Expenditures Accrued Leave Payoff the CAO may recommended the use of the General Fund Contingency to fund the costs. Use of General Fund Contingency requires 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 FY2022/23 is to fund the General Fund Contingency at \$14 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 Investment 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, in 2007, the Board of Supervisors approved certain Resource Reduction Strategies intended to guide the County including 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 –i.e., is it "Mission Critical?" will be considered by the CAO in implementing the hiring process.
- ii. Implementation of new programs, not fully operational, that are not fully revenue-offset, will be subject to further CAO review and recommendation to the Board.

## Budget Construction & Legal Requirements

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- iii. Purchase of equipment will be selectively deferred and reviewed annually. Funding source and impact on service delivery will be considered in implementing the deferral.
- 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.

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 FY2022/23 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 addressing the remaining structural deficit in the General Fund has been accomplished, is formulated, and/or 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.
- 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.

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The Board approved in February 2008 actions in preparation for reductions that may be required for the future. These actions were 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 for all departments, with the exception of the County Library's petty cash account which may be approved over \$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 change in 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.

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- 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) not previously approved by the Board 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 appropriation transfers to fund the General Fund share of the estimated Accrued Leave Payoff which cannot be absorbed within existing department budget appropriations, up to the amount appropriated in the General Expenditures budget during the budget process. (See General Fund Balance for Accrued Leave Payoff section 3 d.)
- 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 so long as total appropriations are not increased.
- 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,

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with the justification, continuing the employment and providing retirement benefits in the same manner as represented employees. Authorize the Director of Human Resources to review the classifications for unrepresented and at-will employees.

- Affirm that the Director of Human Resources shall implement benefit changes for unrepresented employees in the Executive Management, Senior Management and the Confidential Group consistent with the benefits received by represented employees.

### 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.
- Authorize the Auditor-Controller, in consultation with the County Administrator, to carry forward Board-approved unspent American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) appropriations into subsequent years to facilitate the accounting and management of Board approved ARPA projects.
- Approve petty cash requests up to \$3,000 for all departments, with the exception of the County Library's petty cash account whose requests may be approved up to \$5,000.
- 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 and rental expense accounts, interfund services, other charges capital outlay accounts within the same project budget, so long as total appropriations are not increased.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to decrease capital outlay appropriations within the respective capital project funds, and to increase appropriations in Public Art Fund to cover costs associated with the public art project to ensure compliance with Solano County Public Art Ordinance, Code Section 5-5.
- Authorize the Auditor-Controller, with the County Administrator's recommendation and approval, to:
  - As part of FY2021/22 closeout, transfer and/or redistribute BOS-approved County General Fund Contributions 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 FY2021/22 closeout, if the Midyear projection of Fund Balance for the General Fund is not met (estimated at \$44 million), then the 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 FY2022/23 by the amount short of the projection.
  - As part of the FY2021/22 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, 2022, exceeds the Midyear projections for FY2021/22, then the County Administrator will authorize the Auditor-Controller to increase unrestricted Fund Balance

to finance the gap between revenues and expenditures for FY2022/23 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 \$10 million to Deferred Maintenance/Capital Renewal Reserves.
- Any amount up to \$10 million to the CalPERS Reserves and/or 115 Trust.
- Any amount up to \$5 million to General Fund Reserves.

In addition:

- Authorize the Auditor-Controller, with the County Administrator's approval, to increase the General Fund Balance or 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 (Director of Information Technology):**

- Authority to adopt countywide standards for acceptable manufacturers of hardware, software, and automation technology that may be purchased by the County.
- Authority to adopt standards for 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, end-user license, or 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, software subscription agreements and hardware maintenance agreements for acquisitions previously approved by the Board and within annual appropriations of DoIT.
- Approval of appropriation transfers within DOIT between fixed assets and services and supplies for the acquisition of hardware and software and within annual appropriations of DoIT.
- Approval of all hardware, software, and software subscription 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.
- Approval of all County computer and peripheral purchases, within Board-approved annual appropriations.
- Approval within 60 days of an election for the purchase of any election materials and services necessary for the successful conduct of a specific election, up to \$50,000 per purchase, and within annual appropriations of the Registrar of Voters.

**Listed below is an additional action delegated to the Director of Library Services:**

- Approval of all Library materials acquisitions and Library materials processing, up to \$75,000, within annual appropriations of the Library materials budget.

**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  
FY2022/23**

FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
	FUND BALANCE AVAILABLE 06/30/2022 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
<b>GOVERNMENTAL FUNDS</b>							
GENERAL FUND	44,296,020	1,500,000	296,723,064	342,519,084	337,519,084	5,000,000	342,519,084
SPECIAL REVENUE FUNDS	101,956,670	5,506,940	826,173,877	933,637,487	930,633,378	3,004,109	933,637,487
CAPITAL PROJECT FUNDS	(303,896)	0	28,859,552	28,555,656	28,555,656	0	28,555,656
DEBT SERVICE FUNDS	894,448	10,775	19,060,294	19,965,517	14,857,832	5,107,685	19,965,517
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>146,843,242</b>	<b>7,017,715</b>	<b>1,170,816,787</b>	<b>1,324,677,744</b>	<b>1,311,565,950</b>	<b>13,111,794</b>	<b>1,324,677,744</b>
<b>OTHER FUNDS</b>							
INTERNAL SERVICE FUNDS	0	4,619,808	66,374,693	70,994,501	70,994,501	0	70,994,501
ENTERPRISE FUNDS	0	141,904	4,833,942	4,975,846	4,701,151	274,695	4,975,846
SPECIAL DISTRICTS AND OTHER AGENCIES	0	10,712	166,237	900,250	867,672	32,578	900,250
<b>TOTAL OTHER FUNDS</b>	<b>0</b>	<b>4,772,424</b>	<b>71,374,872</b>	<b>76,870,597</b>	<b>76,563,324</b>	<b>307,273</b>	<b>76,870,597</b>
<b>TOTAL ALL FUNDS</b>	<b>146,843,242</b>	<b>11,790,139</b>	<b>1,242,191,659</b>	<b>1,401,548,341</b>	<b>1,388,129,274</b>	<b>13,419,067</b>	<b>1,401,548,341</b>

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

**COUNTY OF SOLANO  
SCHEDULE 2  
GOVERNMENTAL FUNDS SUMMARY  
FY2022/23**

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2022 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
<b>GENERAL FUND</b>								
001	GENERAL FUND	44,296,020	1,500,000	296,723,064	342,519,084	337,519,084	5,000,000	342,519,084
	<b>TOTAL GENERAL FUND</b>	<b>44,296,020</b>	<b>1,500,000</b>	<b>296,723,064</b>	<b>342,519,084</b>	<b>337,519,084</b>	<b>5,000,000</b>	<b>342,519,084</b>
<b>SPECIAL REVENUE FUNDS</b>								
004	COUNTY LIBRARY	19,862,181	0	26,571,570	46,433,751	45,433,751	1,000,000	46,433,751
012	FISH/WILDLIFE PROPAGATION	30,054	0	3,612	33,666	33,666	0	33,666
016	PARKS AND RECREATION	447,182	0	2,207,691	2,654,873	2,654,873	0	2,654,873
035	JH REC HALL - WARD WELFARE	115,269	0	500	115,769	115,769	0	115,769
036	LIBRARY ZONE 1	586,848	0	2,120,149	2,706,997	2,706,997	0	2,706,997
037	LIBRARY ZONE 2	866	0	47,989	48,855	48,855	0	48,855
066	LIBRARY ZONE 6	1,003	0	22,585	23,588	23,588	0	23,588
067	LIBRARY ZONE 7	24,251	0	550,364	574,615	574,615	0	574,615
101	ROAD	6,387,519	0	30,249,544	36,637,063	36,637,063	0	36,637,063
105	HOUSING REHABILITATION	101,997	0	423	102,420	102,420	0	102,420
120	HOMEACRES LOAN PROGRAM	1,937,934	0	6,480	1,944,414	1,944,414	0	1,944,414
150	HOUSING & URBAN DEVELOPMENT	0	0	3,700,000	3,700,000	3,700,000	0	3,700,000
151	FIRST 5 FUTURE INITIATIVE	688,195	0	1,664,440	2,352,635	2,352,635	0	2,352,635
152	IN HOME SUPP SVCS-PUBLIC AUTH	0	0	21,196,510	21,196,510	21,196,510	0	21,196,510
153	FIRST 5 SOLANO	6,003,054	0	4,530,324	10,533,378	10,533,378	0	10,533,378
215	RECORDER SPECIAL REVENUE	11,123,588	0	925,300	12,048,888	12,048,888	0	12,048,888
216	AAA NAPA/SOLANO	0	0	6,493,802	6,493,802	6,493,802	0	6,493,802
228	LIBRARY - FRIENDS & FOUNDATION	119,955	0	85,450	205,405	205,405	0	205,405
233	DISTRICT ATTORNEY SPECIAL REV	2,275,411	0	302,000	2,577,411	2,577,411	0	2,577,411
241	CIVIL PROCESSING FEES	404,158	0	121,391	525,549	525,549	0	525,549
253	SHERIFF'S ASSET SEIZURE	147,650	0	350	148,000	148,000	0	148,000
256	SHERIFF OES	0	0	1,319,498	1,319,498	1,319,498	0	1,319,498
263	CJ TEMP CONSTRUCTION	313,420	0	226,119	539,539	539,539	0	539,539
264	CRTHSE TEMP CONST	35,525	0	221,239	256,764	256,764	0	256,764
278	PUBLIC WORKS IMPROVEMENT	1,443,808	0	439,944	1,883,752	1,883,752	0	1,883,752



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

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2022 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	85,820	0	9,843	95,663	95,663	0	95,663
282	COUNTY DISASTER	0	0	857,374	857,374	857,374	0	857,374
290	AMERICAN RESCUE PLAN ACT	0	0	12,349,455	12,349,455	12,349,455	0	12,349,455
296	PUBLIC FACILITIES FEES	43,259,377	0	5,783,180	49,042,557	49,042,557	0	49,042,557
326	SHERIFF - SPECIAL REVENUE	613,491	0	1,032,256	1,645,747	1,645,747	0	1,645,747
369	CHILD SUPPORT SERVICES	255,347	0	13,174,044	13,429,391	13,429,391	0	13,429,391
390	TOBACCO PREVENTION & EDUCATION	1,095	0	562,807	563,902	563,902	0	563,902
900	PUBLIC SAFETY	0	0	254,120,034	254,120,034	254,120,034	0	254,120,034
901	C M F CASES	131,413	0	450,000	581,413	581,413	0	581,413
902	HEALTH & SOCIAL SERVICES	0	5,506,940	397,195,116	402,702,056	402,702,056	0	402,702,056
903	WORKFORCE DEVELOPMENT BOARD	18,400	0	6,416,732	6,435,132	6,435,132	0	6,435,132
905	COUNTY LOCAL REVENUE FUND 2011	50,640	0	150,000	200,640	200,640	0	200,640
906	MHSA	5,491,219	0	31,065,762	36,556,981	34,552,872	2,004,109	36,556,981
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>101,956,670</b>	<b>5,506,940</b>	<b>826,173,877</b>	<b>933,637,487</b>	<b>930,633,378</b>	<b>3,004,109</b>	<b>933,637,487</b>
	<b>CAPITAL PROJECT FUNDS</b>							
006	CAPITAL OUTLAY	3,013,320	0	16,621,078	19,634,398	19,634,398	0	19,634,398
106	PUBLIC ARTS PROJECTS	4,116	0	532	4,648	4,648	0	4,648
107	FAIRGROUNDS DEVELOPMENT PROJE(	(3,321,332)	0	12,237,942	8,916,610	8,916,610	0	8,916,610
	<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>(303,896)</b>	<b>0</b>	<b>28,859,552</b>	<b>28,555,656</b>	<b>28,555,656</b>	<b>0</b>	<b>28,555,656</b>
	<b>DEBT SERVICE FUNDS</b>							
300	2021 CERTIFICATES OF PARTICIPA	0	0	2,059,114	2,059,114	2,059,114	0	2,059,114
306	PENSION DEBT SERVICE	894,448	0	9,170,077	10,064,525	4,956,840	5,107,685	10,064,525
332	GOVERNMENT CENTER DEBT SERVICE	0	0	7,368,722	7,368,722	7,368,722	0	7,368,722
336	2013 COP ANIMAL CARE PROJECT	0	10,775	462,381	473,156	473,156	0	473,156
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>894,448</b>	<b>10,775</b>	<b>19,060,294</b>	<b>19,965,517</b>	<b>14,857,832</b>	<b>5,107,685</b>	<b>19,965,517</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>		<b>146,843,242</b>	<b>7,017,715</b>	<b>1,170,816,787</b>	<b>1,324,677,744</b>	<b>1,311,565,950</b>	<b>13,111,794</b>	<b>1,324,677,744</b>

APPROPRIATIONS LIMIT

(2022/23)

APPROPRIATIONS LIMIT	\$ 813,605,321
APPROPRIATIONS SUBJECT TO LIMIT	\$ 211,640,786

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

**COUNTY OF SOLANO  
SCHEDULE 3  
FUND BALANCE - GOVERNMENTAL FUNDS  
FY2022/23**

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2022 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2022 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
<b>GENERAL FUND</b>						
001	GENERAL FUND	202,300,196	651,355	157,352,821	0	44,296,020
<b>TOTAL GENERAL FUND</b>		<b>202,300,196</b>	<b>651,355</b>	<b>157,352,821</b>	<b>0</b>	<b>44,296,020</b>
<b>SPECIAL REVENUE FUNDS</b>						
004	COUNTY LIBRARY	28,801,401	5,202,636	3,736,584	0	19,862,181
012	FISH/WILDLIFE PROPAGATION	35,064	0	5,010	0	30,054
016	PARKS AND RECREATION	577,632	130,000	450	0	447,182
035	JH REC HALL - WARD WELFARE	115,269	0	0	0	115,269
036	LIBRARY ZONE 1	586,848	0	0	0	586,848
037	LIBRARY ZONE 2	866	0	0	0	866
066	LIBRARY ZONE 6	1,003	0	0	0	1,003
067	LIBRARY ZONE 7	24,251	0	0	0	24,251
101	ROAD	12,437,012	3,242,475	2,807,018	0	6,387,519
105	HOUSING REHABILITATION	1,052,605	0	950,608	0	101,997
120	HOMEACRES LOAN PROGRAM	2,225,147	0	287,213	0	1,937,934
151	FIRST 5 FUTURE INITIATIVE	1,065,208	377,013	0	0	688,195
153	FIRST 5 SOLANO	13,092,781	0	7,089,727	0	6,003,054
215	RECORDER SPECIAL REVENUE	11,123,588	0	0	0	11,123,588
228	LIBRARY - FRIENDS & FOUNDATION	119,955	0	0	0	119,955
233	DISTRICT ATTORNEY SPECIAL REVENUE	2,479,995	0	204,584	0	2,275,411
241	CIVIL PROCESSING FEES	1,092,215	0	688,057	0	404,158
253	SHERIFF'S ASSET SEIZURE	147,650	0	0	0	147,650
263	CRIMINAL JUSTICE TEMP CONSTRUCTION	313,420	0	0	0	313,420
264	CRTHSE TEMP CONSTRUCTION	35,525	0	0	0	35,525

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

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2022 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2022 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
278	PUBLIC WORKS IMPROVEMENT	1,465,603	0	21,795	0	1,443,808
281	SURVEY MONUMENT PRESERVATION	85,820	0	0	0	85,820
282	COUNTY DISASTER	5,326,055	5,326,055	0	0	0
296	PUBLIC FACILITIES FEES	43,259,377	0	0	0	43,259,377
323	COUNTY LOW/MOD HSNG SET ASIDE	1,700,000	0	1,700,000	0	0
326	SHERIFF - SPECIAL REVENUE	613,491	0	0	0	613,491
369	CHILD SUPPORT SERVICES	255,347	0	0	0	255,347
390	TOBACCO PREVENTION & EDUCATION	1,290	0	195	0	1,095
900	PUBLIC SAFETY	1,598,537	1,525,656	72,881	0	0
901	C M F CASES	131,413	0	0	0	131,413
902	HEALTH & SOCIAL SERVICES	31,713,656	100,000	31,613,656	0	0
903	WORKFORCE DEVELOPMENT BOARD	19,020	0	620	0	18,400
905	COUNTY LOCAL REVENUE FUND 2011	50,640	0	0	0	50,640
906	MHSA	28,714,651	0	23,223,432	0	5,491,219
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>190,262,335</b>	<b>15,903,835</b>	<b>72,401,830</b>	<b>0</b>	<b>101,956,670</b>
<b>CAPITAL PROJECT FUNDS</b>						
006	CAPITAL OUTLAY	46,013,320	43,000,000	0	0	3,013,320
106	PUBLIC ARTS PROJECTS	4,116	0	0	0	4,116
107	FAIRGROUNDS DEVELOPMENT PROJECT	(2,891,332)	430,000	0	0	(3,321,332)
<b>TOTAL CAPITAL PROJECT FUNDS</b>		<b>43,126,104</b>	<b>43,430,000</b>	<b>0</b>	<b>0</b>	<b>(303,896)</b>
<b>DEBT SERVICE FUNDS</b>						
306	PENSION DEBT SERVICE	7,115,758	0	740,995	5,480,315	894,448
332	GOVERNMENT CENTER DEBT SERVICE	2,797,178	0	0	2,797,178	0
336	2013 COP ANIMAL CARE PROJECT	13,221	0	0	13,221	0
<b>TOTAL DEBT SERVICE FUNDS</b>		<b>9,926,157</b>	<b>0</b>	<b>740,995</b>	<b>8,290,714</b>	<b>894,448</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>		<b>445,614,792</b>	<b>59,985,190</b>	<b>230,495,646</b>	<b>8,290,714</b>	<b>146,843,242</b>

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

**COUNTY OF SOLANO  
SCHEDULE 4  
OBLIGATED FUND BALANCES - BY GOVERNMENTAL FUNDS  
FY2022/23**

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2022	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2022/23
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
	<b>GENERAL FUND</b>						
001	GENERAL						
	General Reserve	46,878,594					46,878,594
	Non-Spendable - LT Receivable	22,184,591					22,184,591
	Non-Spendable - Inventory	31,539					31,539
	Restricted - PARS 115	32,221,577					32,221,577
	Assigned - Unfunded Employee Leave Payoff	7,662,039	1,500,000				6,162,039
	Assigned - Capital Renewal Reserve	18,948,173					18,948,173
	Assigned - Employer PERS Rate Increase	20,942,706			5,000,000		25,942,706
	Assigned - Housing/SB375	1,351,689					1,351,689
	Assigned - Property Tax System Replacement	7,128,353					7,128,353
	Assigned - Imprest Cash	3,560					3,560
	<b>FUND TOTAL</b>	<b>157,352,821</b>	<b>1,500,000</b>		<b>5,000,000</b>		<b>160,852,821</b>
	<b>TOTAL GENERAL FUND</b>	<b>157,352,821</b>	<b>1,500,000</b>	<b>0</b>	<b>5,000,000</b>	<b>0</b>	<b>160,852,821</b>
	<b>SPECIAL REVENUE FUNDS</b>						
004	COUNTY LIBRARY						
	General Reserve	3,733,407			1,000,000		4,733,407
	Assigned - Imprest Cash	3,177					3,177
	<b>FUND TOTAL</b>	<b>3,736,584</b>			<b>1,000,000</b>		<b>4,736,584</b>
012	FISH/WILDLIFE PROPAGATION FUND						
	General Reserve	5,010					5,010
016	PARKS AND RECREATION						
	Assigned - Imprest Cash	450					450
101	ROAD						
	General Reserve	2,622,134					2,622,134
	Non-Spendable - Inventory	184,884					184,884
	<b>FUND TOTAL</b>	<b>2,807,018</b>					<b>2,807,018</b>
105	HOME INVESTMENT PARTNERSHIP						
	Non-Spendable - LT Receivable	950,608					950,608
120	HOMEACRES LOAN PROGRAM						
	Non-Spendable - LT Receivable	286,383					286,383
	General Reserve	830					830
	<b>FUND TOTAL</b>	<b>287,213</b>					<b>287,213</b>
153	FIRST 5 SOLANO						
	General Reserve	7,089,727					7,089,727

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

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2022	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2022/23
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
233	DISTRICT ATTORNEY SPECIAL REV General Reserve	204,584					204,584
241	CIVIL PROCESSING FEES General Reserve	688,057					688,057
278	PUBLIC WORKS IMPROVEMENT General Reserve	21,795					21,795
323	COUNTY LOW/MOD HSNB 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	6,450					6,450
	Assigned - Imprest Account GiftCard	540					540
	Assigned - Imprest Account Debit Card	3,455					3,455
	Restricted - CJIS/CLETS Refresh	62,436					62,436
	<b>FUND TOTAL</b>	<b>72,881</b>					<b>72,881</b>
902	HEALTH & SOCIAL SERVICES Assigned - Mission Solano Rescue	300,000					300,000
	Assigned - Imprest Cash	4,440					4,440
	Restricted - Imprest Account Debit Card	25,855					25,855
	Restricted - IGT Public Health	27,572,909	5,506,940				22,065,969
	Restricted - Perm Sup Housing	1,000,000					1,000,000
	Restricted - Mental Health	2,710,452					2,710,452
	<b>FUND TOTAL</b>	<b>31,613,656</b>	<b>5,506,940</b>				<b>26,106,716</b>
903	WORKFORCE INVESTMENT BOARD Assigned - Imprest Cash	620					620
906	MENTAL HEALTH SERVICES ACT General Reserve	23,223,432			2,004,109		25,227,541
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>72,401,830</b>	<b>5,506,940</b>	<b>0</b>	<b>3,004,109</b>	<b>0</b>	<b>69,898,999</b>
	<b>DEBT SERVICE FUNDS</b>						
306	PENSION DEBT SERVICE Non-Spendable - LT Receivable	740,995					740,995
	Assigned - Debt Financing	5,480,315			5,107,685		10,588,000
	<b>FUND TOTAL</b>	<b>6,221,310</b>			<b>5,107,685</b>		<b>11,328,995</b>
332	GOVERNMENT CENTER DEBT SERVICE Assigned - Debt Financing	2,797,178					2,797,178
336	2013 COP ANIMAL CARE Restricted - Debt Financing	13,221	10,775				2,446
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>9,031,709</b>	<b>10,775</b>	<b>0</b>	<b>5,107,685</b>	<b>0</b>	<b>14,128,619</b>
	<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>238,786,360</b>	<b>7,017,715</b>	<b>0</b>	<b>13,111,794</b>	<b>0</b>	<b>244,880,439</b>

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

**COUNTY OF SOLANO  
SCHEDULE 5  
SUMMARY OF ADDITIONAL FINANCING SOURCES BY SOURCE AND FUND  
GOVERNMENTAL FUNDS  
FY2022/23**

<b>DESCRIPTION</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>SUMMARIZATION BY SOURCE</b>				
TAXES	225,671,897	225,017,067	241,860,920	7.5%
LICENSES, PERMITS & FRANCHISE	9,145,348	9,002,633	9,651,871	7.2%
FINES, FORFEITURES & PENALTY	3,659,441	2,937,067	2,985,877	1.7%
REVENUE FROM USE OF MONEY/PROPERTY	5,609,629	4,751,397	3,563,589	(25.0%)
INTERGOVERNMENTAL REVENUES	467,648,404	505,837,799	520,841,877	3.0%
CHARGES FOR SERVICES	114,837,823	115,162,619	118,936,152	3.3%
MISC REVENUES	10,191,643	9,923,414	10,414,323	4.9%
OTHER FINANCING SOURCES	211,222,402	261,632,901	262,562,178	0.4%
<b>TOTAL SUMMARIZATION BY SOURCE</b>	<b>1,047,986,587</b>	<b>1,134,264,897</b>	<b>1,170,816,787</b>	<b>3.2%</b>
<b>SUMMARIZATION BY FUND</b>				
001 GENERAL FUND	289,302,491	278,685,735	296,723,064	6.5%
004 COUNTY LIBRARY	25,487,796	24,374,316	26,571,570	9.0%
012 FISH/WILDLIFE PROPAGATION	3,845	4,879	3,612	(26.0%)
016 PARKS AND RECREATION	1,929,730	2,069,988	2,207,691	6.7%
035 JH REC HALL - WARD WELFARE	1,007	5,500	500	(90.9%)
036 LIBRARY ZONE 1	2,149,356	1,881,943	2,120,149	12.7%
037 LIBRARY ZONE 2	47,374	47,165	47,989	1.7%
066 LIBRARY ZONE 6	22,002	22,385	22,585	0.9%
067 LIBRARY ZONE 7	529,217	534,646	550,364	2.9%
101 ROAD	22,180,958	30,277,353	30,249,544	(0.1%)
105 HOUSING REHABILITATION	9,440	444	423	(4.7%)
120 HOMEACRES LOAN PROGRAM	18,205	23,450	6,480	(72.4%)
150 HOUSING & URBAN DEVELOPMENT	3,010,491	4,450,000	3,700,000	(16.9%)
151 FIRST 5 FUTURE INITIATIVE	1,617,284	1,615,000	1,664,440	3.1%
152 IN HOME SUPP SVCS-PUBLIC AUTHORITY	17,688,440	19,956,210	21,196,510	6.2%

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

DESCRIPTION	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
153 FIRST 5 SOLANO	5,252,652	4,222,838	4,530,324	7.3%
215 RECORDER SPECIAL REVENUE	1,263,543	1,017,000	925,300	(9.0%)
216 AAA NAPA/SOLANO	4,769,892	3,684,683	6,493,802	76.2%
228 LIBRARY - FRIENDS & FOUNDATION	99,178	86,337	85,450	(1.0%)
233 DISTRICT ATTORNEY SPECIAL REV	655,966	302,000	302,000	0.0%
241 CIVIL PROCESSING FEES	100,714	128,506	121,391	(5.5%)
253 SHERIFF'S ASSET SEIZURE	6,759	1,000	350	(65.0%)
256 SHERIFF OES	977,253	1,058,372	1,319,498	24.7%
263 CJ TEMP CONSTRUCTION	295,884	220,484	226,119	2.6%
264 CRTHSE TEMP CONST	289,771	215,318	221,239	2.7%
278 PUBLIC WORKS IMPROVEMENT	473,120	475,387	439,944	(7.5%)
281 SURVEY MONUMENT PRESERVATION	11,040	10,345	9,843	(4.9%)
282 COUNTY DISASTER	14,629,930	19,509,163	857,374	(95.6%)
290 AMERICAN RESCUE PLAN ACT	0	0	12,349,455	100.0%
296 PUBLIC FACILITIES FEES	13,175,845	5,580,580	5,783,180	3.6%
326 SHERIFF - SPECIAL REVENUE	1,027,653	993,209	1,032,256	3.9%
369 CHILD SUPPORT SERVICES	12,348,557	12,846,538	13,174,044	2.5%
390 TOBACCO PREVENTION & EDUCATION	667,363	931,514	562,807	(39.6%)
900 PUBLIC SAFETY	214,274,225	242,209,999	254,120,034	4.9%
901 C M F CASES	495,795	450,000	450,000	0.0%
902 HEALTH & SOCIAL SERVICES	339,357,450	388,282,213	397,195,116	2.3%
903 WORKFORCE DEVELOPMENT BOARD	7,947,126	5,932,040	6,416,732	8.2%
905 COUNTY LOCAL REVENUE FUND 2011	151,356	150,000	150,000	0.0%
906 MHSA	28,555,238	25,262,255	31,065,762	23.0%
006 CAPITAL OUTLAY	22,338,819	31,056,463	16,621,078	(46.5%)
106 PUBLIC ARTS PROJECTS	3,800	3,048	532	(82.5%)
107 FAIRGROUNDS DEVELOPMENT PROJECT	50,000	10,200,000	12,237,942	20.0%
300 2021 CERTIFICATES OF PARTICIPATION	0	0	2,059,114	100.0%
306 PENSION DEBT SERVICE	6,950,203	7,656,037	9,170,077	19.8%
332 GOVERNMENT CENTER DEBT SERVICE	7,357,335	7,368,066	7,368,722	0.0%
336 2013 COP ANIMAL CARE PROJECT	462,484	462,488	462,381	(0.0%)
<b>TOTAL SUMMARIZATION BY FUND</b>	<b>1,047,986,587</b>	<b>1,134,264,897</b>	<b>1,170,816,787</b>	<b>3.2%</b>

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

**COUNTY OF SOLANO  
SCHEDULE 6  
DETAIL OF ADDITIONAL FINANCING SOURCES BY FUND AND ACCOUNT  
GOVERNMENTAL FUNDS  
FY2022/23**

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>01</b>	<b>GENERAL FUND</b>					
<b>001</b>	<b>GENERAL FUND</b>					
	<b>9000 TAXES</b>					
	CURRENT SECURED		89,988,624	92,372,305	96,718,030	4.7%
	CURRENT UNSECURED		3,000,039	2,900,000	2,900,000	0.0%
	PRIOR UNSECURED		125,394	95,000	95,000	0.0%
	SUPPLEMENTAL SECURED		1,109,767	1,500,000	2,000,000	33.3%
	PRIOR SECURED		26,694	50,000	50,000	0.0%
	PENALTIES		452,513	310,000	385,000	24.2%
	SALES & USE TAX		3,315,153	2,650,000	3,000,000	13.2%
	TRANSIENT OCCUPANCY TAX		67,438	50,000	100,000	100.0%
	PROPERTY TRANSFER TAX		3,764,994	3,500,000	3,750,000	7.1%
	PROPERTY TAX-IN LIEU OF VLF		57,977,994	59,137,560	61,500,000	4.0%
	UNITARY		3,429,977	3,400,000	3,500,000	2.9%
	ABX1 26 RESIDUAL TAXES		13,735,881	12,240,000	14,420,000	17.8%
	ABX1 26 PASS THROUGH		24,261,787	24,480,000	28,840,000	17.8%
	<b>Total 9000 TAXES</b>		<b>201,256,255</b>	<b>202,684,865</b>	<b>217,258,030</b>	<b>7.2%</b>
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
	ANIMAL LICENSES		30,624	29,960	30,559	2.0%
	BUSINESS LICENSES		100,819	97,983	98,360	0.4%
	BUILDING PERMITS		1,248,029	1,423,145	1,887,042	32.6%
	ZONING PERMITS		135,309	176,003	142,000	(19.3%)
	SOLID WASTE PERMITS		2,149,886	2,208,671	2,213,767	0.2%
	SEPTIC CONSTRUCTION PERMITS		327,038	281,800	275,000	(2.4%)
	FRANCHISE-PG&E ELECTRIC		458,010	350,000	350,000	0.0%
	FRANCHISE-PG&E GAS		74,374	75,000	75,000	0.0%
	FRANCHISE-CA TV		98,210	100,000	100,000	0.0%
	FRANCHISE-GARBAGE		152,496	161,200	162,250	0.7%
	FRANCHISES - OTHER		25,254	25,000	25,000	0.0%
	LICENSES & PERMITS-OTHER		324,306	313,126	310,772	(0.8%)
	MARRIAGE LICENSES		184,631	157,000	170,000	8.3%
	FOOD PERMITS		1,642,349	1,480,113	1,650,000	11.5%
	PENALTY FEES		17,006	28,700	45,035	56.9%
	HOUSING PERMITS		97,495	90,199	90,250	0.1%
	RECREATIONAL HEALTH PERMITS		177,719	171,093	172,500	0.8%
	WATER PERMITS		6,968	7,397	7,397	0.0%
	HAZARDOUS MATERIALS PERMITS		1,381,900	1,380,514	1,381,099	0.0%
	BODY ART ACTIVITIES		30,514	21,858	30,000	37.2%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>8,662,934</b>	<b>8,578,762</b>	<b>9,216,031</b>	<b>7.4%</b>



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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>						
	VEHICLE CODE FINES		654,211	550,000	600,000	9.1%
	OTHER COURT FINES		67,147	50,000	75,000	50.0%
	VEHICLE FINES-DRUNK DRIVING		6,169	10,000	5,000	(50.0%)
	SB 1127 CONVICTIONS		7,056	5,000	6,000	20.0%
	HEALTH & SAFETY		(1)	0	0	0.0%
	FORFEITURES & PENALTIES		13,492	5,000	14,000	180.0%
	OTHER ASSESSMENTS		410,446	326,600	301,800	(7.6%)
	COURT ASSESSMENTS		331	0	0	0.0%
<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>			<b>1,158,851</b>	<b>946,600</b>	<b>1,001,800</b>	<b>5.8%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		2,104,549	1,000,000	1,100,000	10.0%
	BUILDING RENTAL		789,093	709,942	721,602	1.6%
	CONCESSIONS		12,244	12,000	10,000	(16.7%)
	LEASES		130,406	126,862	131,661	3.8%
	ROYALTIES		271	510	510	0.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>3,036,564</b>	<b>1,849,314</b>	<b>1,963,773</b>	<b>6.2%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		7,770	7,800	7,800	0.0%
	STATE HIGHWAY RENTALS		282	300	300	0.0%
	STATE - MTR VHCLCS IN-LIEU TAX		270,160	165,000	200,000	21.2%
	HOMEOWNERS PROPERTY TAX RELIEF		904,890	905,000	896,000	(1.0%)
	STATE UNCLAIMED GAS TAX		849,503	725,000	974,625	34.4%
	STATE GLASSY WINGED SHARPSHOOT		130,952	159,611	414,380	159.6%
	STATE PESTICIDE MILL		378,681	375,000	375,000	0.0%
	SB90 CLAIMS REIMBURSEMENT		31,989	0	0	0.0%
	STATE 4700 P.C.		10,094	6,066	8,654	42.7%
	STATE VETERANS AFFAIRS		327,718	330,000	550,000	66.7%
	ST ADM SSV/SSP OHC		0	1,515	0	(100.0%)
	STATE PEST DETECTION		261,286	248,909	285,674	14.8%
	ST SALES TX 1991 REALIGNMNT-SS		351,000	351,000	351,000	0.0%
	STATE OTHER		3,358,531	1,814,938	2,326,834	28.2%
	STATE GRANT REVENUE		111,146	151,718	84,718	(44.2%)
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>6,994,003</b>	<b>5,241,857</b>	<b>6,474,985</b>	<b>23.5%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL CARES ACT REVENUE		765,308	0	0	0.0%
	FEDERAL - REVENUE SHARING		2,279	1,300	1,300	0.0%
	FEDERAL OTHER		3,770	102,828	3,700	(96.4%)
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>771,357</b>	<b>104,128</b>	<b>5,000</b>	<b>(95.2%)</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	LMIHF & OTHER ASSETS		1,552,136	44,000	45,000	2.3%
	OTHER GOVERNMENTAL AGENCIES		2,606,456	2,889,210	2,642,170	(8.6%)
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>4,158,593</b>	<b>2,933,210</b>	<b>2,687,170</b>	<b>(8.4%)</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		290,554	254,935	312,015	22.4%
	CONTRACT SERVICES		631,139	668,364	681,820	2.0%
	FILING FEES		(0)	25,000	0	(100.0%)
	CIVIL PROCESS FEES		2,747	2,650	2,650	0.0%
	ESTATE & PUBLIC ADMIN FEES		3,513	0	0	0.0%
	RECORDING FEES		2,940,094	2,300,000	2,350,000	2.2%
	COURT FEES		2,950	3,100	3,268	5.4%
	PHY TOSANI FIELD INSP FEE		151,504	145,000	145,000	0.0%
	CERTIFIED SEED INSP FEE		2,137	2,138	2,126	(0.6%)
	ADMIN SERVICES FEES		579,644	454,295	433,627	(4.5%)
	ASSMT & TAX COLLECTION FEES		4,231,468	4,311,957	4,704,158	9.1%
	AUDITING & ACCOUNTING FEES		1,489,938	1,623,127	1,623,831	0.0%
	LEGAL FEES		291,908	211,000	213,400	1.1%
	ELECTION SERVICES		1,121,281	120,000	900,000	650.0%
	ENGINEERING SERVICES		45,034	50,000	40,000	(20.0%)
	PLANNING SERVICES		657,416	607,142	170,400	(71.9%)
	LAND DIVISION FEES		31,183	39,943	30,800	(22.9%)
	REDEMPTION FEES		23,520	20,000	20,000	0.0%
	OTHER PROFESSIONAL SERVICES		48,120	494,366	1,906,557	285.7%
	33% PROOF OF CORRECTION		17,647	15,000	15,000	0.0%
	\$24 TRAFFIC SCHOOL FEES		1,055,138	900,000	800,000	(11.1%)
	CLERK'S FEES		182,037	191,000	182,000	(4.7%)
	ADMINISTRATION OVERHEAD		24,775,602	22,776,443	23,131,320	1.6%
	HUMANE SERVICES		183,564	205,808	181,674	(11.7%)
	DEPARTMENTAL ADMIN OVERHEAD		605,303	596,633	651,238	9.2%
	SB 813 COLLECTION FEES		475,185	635,000	919,000	44.7%
	DISPOSAL FEES		8,244,514	8,000,000	8,000,000	0.0%
	WATER WELL PERMITS		144,405	122,000	127,500	4.5%
	OTHER CHARGES FOR SERVICES		1,736,093	2,967,926	2,777,572	(6.4%)
	SPAY-NEUTER FEES		49,375	62,110	125,000	101.3%
	ANIMAL VACCINATION-MEDICATION		40,589	44,996	63,000	40.0%
	MICROCHIPS		11,029	16,800	18,000	7.1%
	INTERFUND SV CES PROVIDE-COUNTY		120,793	2,082,550	530,991	(74.5%)
	INTERFUND SV CES-ACCNTNG & AUDIT		276,106	313,930	329,623	5.0%
	INTERFUND SV CES-LEGAL SRVCS		602,416	539,000	530,300	(1.6%)
	INTERFUND SV CES-PERSONNEL		17,939	0	0	0.0%
	INTERFUND SV CES-PRO SV CES		3,541,892	2,800,611	3,199,350	14.2%
	INTERFUND SV CES-MAINT/MATERIAL		89,739	81,617	78,568	(3.7%)
	INTERFUND SV CES-SMALL PROJECTS		153,655	77,509	229,748	196.4%
	INTERFUND SV CES-POSTAGE		383,115	381,252	373,955	(1.9%)
	INTERFUND SV CES-MAINT/LABOR		147,797	55,555	99,521	79.1%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>55,398,085</b>	<b>54,198,757</b>	<b>55,903,012</b>	<b>3.1%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>9700 MISC REVENUE</b>						
	MISC SALES - TAXABLE		252	400	300	(25.0%)
	CASH OVERAGE		3,916	4,000	4,000	0.0%
	OTHER REVENUE		877,231	868,658	451,379	(48.0%)
	DONATIONS AND CONTRIBUTIONS		92,190	9,000	0	(100.0%)
	INSURANCE PROCEEDS		77,253	0	0	0.0%
	MISCELLANEOUS SALES-OTHER		94,306	136,184	127,584	(6.3%)
	EXCESS TAX LOSSES RESERVE		0	1,000,000	1,500,000	50.0%
	.33 HORSE RACING REVENUES		29,878	50,000	50,000	0.0%
<b>Total 9700 MISC REVENUE</b>			<b>1,175,026</b>	<b>2,068,242</b>	<b>2,133,263</b>	<b>3.1%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	SALE OF NONTAXABLE FIXED ASSET		94,123	25,000	25,000	0.0%
	OPERATING TRANSFERS IN		6,514,117	0	0	0.0%
	SALE OF TAXABLE FIXED ASSETS		82,584	55,000	55,000	0.0%
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>6,690,823</b>	<b>80,000</b>	<b>80,000</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>GENERAL FUND FINANCING SOURCES</b>		<b>289,302,490</b>	<b>278,685,735</b>	<b>296,723,064</b>	<b>6.5%</b>
<b>TOTAL</b>	<b>GENERAL FUND FINANCING SOURCES</b>		<b>289,302,490</b>	<b>278,685,735</b>	<b>296,723,064</b>	<b>6.5%</b>
<b>02</b>	<b>SPECIAL REVENUE FUNDS</b>					
<b>004</b>	<b>COUNTY LIBRARY</b>					
<b>9000 TAXES</b>						
	CURRENT SECURED		7,148,877	7,230,603	7,405,099	2.4%
	CURRENT UNSECURED		258,205	253,517	247,054	(2.5%)
	PRIOR UNSECURED		10,542	5,000	5,000	0.0%
	SUPPLEMENTAL SECURED		95,117	105,524	108,317	2.6%
	PRIOR SECURED		2,751	451	2,300	410.0%
	LIBRARY SALES TAX - MEASURE B		6,343,707	4,994,524	5,774,673	15.6%
	UNITARY		160,695	160,731	164,338	2.2%
	ABX1 26 RESIDUAL TAXES		1,094,789	724,089	1,092,905	50.9%
	ABX1 26 PASS THROUGH		1,178,781	1,112,108	1,218,211	9.5%
<b>Total 9000 TAXES</b>			<b>16,293,463</b>	<b>14,586,547</b>	<b>16,017,897</b>	<b>9.8%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		198,984	151,798	49,306	(67.5%)
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>198,984</b>	<b>151,798</b>	<b>49,306</b>	<b>(67.5%)</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		563	0	0	0.0%
	STATE HIGHWAY RENTALS		19	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		65,581	64,604	63,388	(1.9%)
	STATE OTHER		107,347	126,207	127,188	0.8%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>173,510</b>	<b>190,811</b>	<b>190,576</b>	<b>(0.1%)</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL CARES ACT REVENUE		236,149	0	0	0.0%
	FEDERAL - REVENUE SHARING		200	0	0	0.0%
	FEDERAL OTHER		273	0	0	0.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>236,621</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	LMIHF & OTHER ASSETS		180,156	0	0	0.0%
	OTHER GOVERNMENTAL AGENCIES		140,037	211,011	162,816	(22.8%)
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>320,193</b>	<b>211,011</b>	<b>162,816</b>	<b>(22.8%)</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		6,981	12,650	20,589	62.8%
	LIBRARY SERVICES		9,594	12,170	10,892	(10.5%)
	OTHER PROFESSIONAL SERVICES		5,416,868	6,131,503	7,082,972	15.5%
	INTERFUND SVCS-PERSONNEL		1,666	0	0	0.0%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>5,435,110</b>	<b>6,156,323</b>	<b>7,114,453</b>	<b>15.6%</b>
<b>9700 MISC REVENUE</b>						
	CASH OVERAGE		2	0	0	0.0%
	OTHER REVENUE		3	0	0	0.0%
	DONATIONS AND CONTRIBUTIONS		3,262	0	0	0.0%
<b>Total 9700 MISC REVENUE</b>			<b>3,267</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	OPERATING TRANSFERS IN		2,460,793	2,733,994	2,703,871	(1.1%)
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>2,460,793</b>	<b>2,733,994</b>	<b>2,703,871</b>	<b>(1.1%)</b>
<b>9801 GENERAL FUND CONTRIBUTION</b>						
	TRANSFER IN-COUNTY CONTRIB		365,855	343,832	332,651	(3.3%)
<b>Total 9801 GENERAL FUND CONTRIBUTION</b>			<b>365,855</b>	<b>343,832</b>	<b>332,651</b>	<b>(3.3%)</b>
<b>TOTAL COUNTY LIBRARY FINANCING SOURCES</b>			<b>25,487,796</b>	<b>24,374,316</b>	<b>26,571,570</b>	<b>9.0%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>012</b>	<b>FISH/WILDLIFE PROPAGATION</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	3,434	4,300	3,500	(18.6%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>3,434</b>	<b>4,300</b>	<b>3,500</b>	<b>(18.6%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	411	579	112	(80.7%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>411</b>	<b>579</b>	<b>112</b>	<b>(80.7%)</b>
<b>TOTAL</b>	<b>FISH/WILDLIFE PROPAGATION FINANCING SOURCES</b>		<b>3,845</b>	<b>4,879</b>	<b>3,612</b>	<b>(26.0%)</b>
<b>016</b>	<b>PARKS AND RECREATION</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	599,063	599,522	622,098	3.8%
		CURRENT UNSECURED	20,062	22,000	19,019	(13.6%)
		PRIOR UNSECURED	831	700	783	11.9%
		SUPPLEMENTAL SECURED	7,440	11,830	9,937	(16.0%)
		PRIOR SECURED	178	255	255	0.0%
		UNITARY	19,501	19,000	19,934	4.9%
		ABX1 26 RESIDUAL TAXES	89,637	40,800	96,929	137.6%
		ABX1 26 PASS THROUGH	131,799	102,000	151,749	48.8%
	<b>Total 9000 TAXES</b>		<b>868,511</b>	<b>796,107</b>	<b>920,704</b>	<b>15.7%</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		OTHER COURT FINES	1,434	1,449	1,200	(17.2%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>1,434</b>	<b>1,449</b>	<b>1,200</b>	<b>(17.2%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	2,512	2,659	1,000	(62.4%)
		CONCESSIONS	0	17,000	17,000	0.0%
		LEASES	3,560	3,500	3,400	(2.9%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>6,072</b>	<b>23,159</b>	<b>21,400</b>	<b>(7.6%)</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	51	52	51	(1.9%)
		STATE HIGHWAY RENTALS	2	2	2	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	5,995	6,150	5,900	(4.1%)
		STATE OFF-HIGHWAY MOTOR VEHICL	0	2,100	2,000	(4.8%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>6,048</b>	<b>8,304</b>	<b>7,953</b>	<b>(4.2%)</b>

**State of California Schedule 6  
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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL CARES ACT REVENUE		75,925	0	0	0.0%
	FEDERAL - REVENUE SHARING		15	9	9	0.0%
	FEDERAL OTHER		25	25	25	0.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>75,965</b>	<b>34</b>	<b>34</b>	<b>0.0%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	LMIHF & OTHER ASSETS		10,287	1,500	1,900	26.7%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>10,287</b>	<b>1,500</b>	<b>1,900</b>	<b>26.7%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	RECREATION SERVICES		385,737	623,500	623,500	0.0%
	INTERFUND SV CES PROVIDE-COUNTY		2,120	1,000	1,000	0.0%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>387,858</b>	<b>624,500</b>	<b>624,500</b>	<b>0.0%</b>
<b>9700 MISC REVENUE</b>						
	MISC SALES - TAXABLE		978	5,000	5,000	0.0%
<b>Total 9700 MISC REVENUE</b>			<b>978</b>	<b>5,000</b>	<b>5,000</b>	<b>0.0%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	OPERATING TRANSFERS IN		0	37,356	0	(100.0%)
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>0</b>	<b>37,356</b>	<b>0</b>	<b>(100.0%)</b>
<b>9801 GENERAL FUND CONTRIBUTION</b>						
	TRANSFER IN-COUNTY CONTRIB		572,579	572,579	625,000	9.2%
<b>Total 9801 GENERAL FUND CONTRIBUTION</b>			<b>572,579</b>	<b>572,579</b>	<b>625,000</b>	<b>9.2%</b>
<b>TOTAL PARKS AND RECREATION FINANCING SOURCES</b>			<b>1,929,730</b>	<b>2,069,988</b>	<b>2,207,691</b>	<b>6.7%</b>
<b>035 JH REC HALL - WARD WELFARE</b>						
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		1,007	625	500	(20.0%)
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>1,007</b>	<b>625</b>	<b>500</b>	<b>(20.0%)</b>
<b>9700 MISC REVENUE</b>						
	OTHER REVENUE		0	4,875	0	(100.0%)
<b>Total 9700 MISC REVENUE</b>			<b>0</b>	<b>4,875</b>	<b>0</b>	<b>(100.0%)</b>
<b>TOTAL JH REC HALL - WARD WELFARE FINANCING SOURCES</b>			<b>1,007</b>	<b>5,500</b>	<b>500</b>	<b>(90.9%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>036</b>	<b>LIBRARY ZONE 1</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	1,145,215	1,135,635	1,168,375	2.9%
		CURRENT UNSECURED	32,129	31,589	29,202	(7.6%)
		PRIOR UNSECURED	2,308	0	0	0.0%
		SUPPLEMENTAL SECURED	16,431	23,307	23,777	2.0%
		PRIOR SECURED	561	0	0	0.0%
		UNITARY	19,731	19,737	20,187	2.3%
		ABX1 26 RESIDUAL TAXES	365,490	247,085	363,881	47.3%
		ABX1 26 PASS THROUGH	483,026	407,444	499,313	22.5%
		<b>Total 9000 TAXES</b>	<b>2,064,891</b>	<b>1,864,797</b>	<b>2,104,735</b>	<b>12.9%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	5,329	2,877	1,500	(47.9%)
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>5,329</b>	<b>2,877</b>	<b>1,500</b>	<b>(47.9%)</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	124	0	0	0.0%
		STATE HIGHWAY RENTALS	6	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	14,484	14,269	13,914	(2.5%)
		<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>14,614</b>	<b>14,269</b>	<b>13,914</b>	<b>(2.5%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL OTHER	60	0	0	0.0%
		<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		LMIHF & OTHER ASSETS	64,462	0	0	0.0%
		<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>	<b>64,462</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 1 FINANCING SOURCES</b>		<b>2,149,356</b>	<b>1,881,943</b>	<b>2,120,149</b>	<b>12.7%</b>
<b>037</b>	<b>LIBRARY ZONE 2</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	40,331	41,266	41,152	(0.3%)
		CURRENT UNSECURED	1,595	1,170	1,477	26.2%
		PRIOR UNSECURED	20	0	0	0.0%

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	SUPPLEMENTAL SECURED		466	494	500	1.2%
	PRIOR SECURED		15	0	0	0.0%
	UNITARY		1,196	1,197	1,223	2.2%
	ABX1 26 RESIDUAL TAXES		1,473	891	1,461	64.0%
	ABX1 26 PASS THROUGH		1,883	1,800	1,869	3.8%
<b>Total 9000 TAXES</b>			<b>46,980</b>	<b>46,818</b>	<b>47,682</b>	<b>1.8%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		83	45	15	(66.7%)
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>83</b>	<b>45</b>	<b>15</b>	<b>(66.7%)</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		3	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		307	302	292	(3.3%)
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>310</b>	<b>302</b>	<b>292</b>	<b>(3.3%)</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL OTHER		1	0	0	0.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>1</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL LIBRARY ZONE 2 FINANCING SOURCES</b>			<b>47,374</b>	<b>47,165</b>	<b>47,989</b>	<b>1.7%</b>
<b>066 LIBRARY ZONE 6</b>						
<b>9000 TAXES</b>						
	CURRENT SECURED		19,928	20,407	20,658	1.2%
	CURRENT UNSECURED		882	912	864	(5.3%)
	PRIOR UNSECURED		37	0	0	0.0%
	SUPPLEMENTAL SECURED		253	225	231	2.7%
	PRIOR SECURED		6	0	0	0.0%
	UNITARY		672	672	687	2.2%
<b>Total 9000 TAXES</b>			<b>21,779</b>	<b>22,216</b>	<b>22,440</b>	<b>1.0%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		54	31	10	(67.7%)
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>54</b>	<b>31</b>	<b>10</b>	<b>(67.7%)</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		1	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		140	138	135	(2.2%)
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>141</b>	<b>138</b>	<b>135</b>	<b>(2.2%)</b>



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL - REVENUE SHARING		28	0	0	0.0%
	FEDERAL OTHER		1	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>28</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 6 FINANCING SOURCES</b>		<b>22,002</b>	<b>22,385</b>	<b>22,585</b>	<b>0.9%</b>
<b>067</b>	<b>LIBRARY ZONE 7</b>					
<b>9000 TAXES</b>						
	CURRENT SECURED		470,210	478,563	495,509	3.5%
	CURRENT UNSECURED		13,421	13,908	12,790	(8.0%)
	PRIOR UNSECURED		553	0	0	0.0%
	SUPPLEMENTAL SECURED		8,696	5,877	6,120	4.1%
	PRIOR SECURED		107	0	0	0.0%
	UNITARY		10,233	10,236	10,466	2.2%
	ABX1 26 RESIDUAL TAXES		12,048	13,323	11,770	(11.7%)
	ABX1 26 PASS THROUGH		9,220	8,630	9,977	15.6%
	<b>Total 9000 TAXES</b>		<b>524,487</b>	<b>530,537</b>	<b>546,632</b>	<b>3.0%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		948	511	150	(70.6%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>948</b>	<b>511</b>	<b>150</b>	<b>(70.6%)</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		31	0	0	0.0%
	STATE HIGHWAY RENTALS		2	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		3,652	3,598	3,582	(0.4%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>3,685</b>	<b>3,598</b>	<b>3,582</b>	<b>(0.4%)</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL - REVENUE SHARING		83	0	0	0.0%
	FEDERAL OTHER		15	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>98</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 7 FINANCING SOURCES</b>		<b>529,217</b>	<b>534,646</b>	<b>550,364</b>	<b>2.9%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>101</b>	<b>ROAD</b>					
	<b>9000 TAXES</b>					
	CURRENT SECURED		999,934	1,034,105	1,014,778	(1.9%)
	CURRENT UNSECURED		44,339	45,000	42,447	(5.7%)
	PRIOR UNSECURED		2,098	1,700	1,700	0.0%
	SUPPLEMENTAL SECURED		12,853	22,750	22,750	0.0%
	PRIOR SECURED		364	510	510	0.0%
	UNITARY		71,919	70,000	73,479	5.0%
	<b>Total 9000 TAXES</b>		<b>1,131,507</b>	<b>1,174,065</b>	<b>1,155,664</b>	<b>(1.6%)</b>
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
	BUILDING PERMITS		25,747	32,801	35,000	6.7%
	ENCROACHMENT PERMITS		237,586	175,000	200,000	14.3%
	TRANSPORTATION PERMIT		13,960	17,500	15,000	(14.3%)
	GRADING PERMITS		57,290	75,000	50,000	(33.3%)
	LICENSES & PERMITS-OTHER		0	1,500	0	(100.0%)
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>334,582</b>	<b>301,801</b>	<b>300,000</b>	<b>(0.6%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		98,839	163,638	80,000	(51.1%)
	BUILDING RENTAL		47,016	47,016	47,016	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>145,855</b>	<b>210,654</b>	<b>127,016</b>	<b>(39.7%)</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	STATE - HIGHWAY USERS TAX		8,475,682	10,183,712	11,327,455	11.2%
	FISH & GAME		60	65	60	(7.7%)
	STATE HIGHWAY RENTALS		3	4	3	(25.0%)
	HOMEOWNERS PROPERTY TAX RELIEF		7,020	7,500	7,000	(6.7%)
	STATE CONSTRUCTION		100,000	100,000	100,000	0.0%
	STATE OTHER		77,153	330,000	250,000	(24.2%)
	RMRA-TRANSPORTATION		7,095,611	7,561,406	8,754,809	15.8%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>15,755,529</b>	<b>18,182,687</b>	<b>20,439,327</b>	<b>12.4%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	FEDERAL CARES ACT REVENUE		61,227	0	0	0.0%
	FEDERAL - REVENUE SHARING		204	153	150	(2.0%)
	FED CONSTRUCTION		372,834	4,529,283	3,629,730	(19.9%)
	FEDERAL OTHER		308,646	2,337,258	1,337,258	(42.8%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>742,911</b>	<b>6,866,694</b>	<b>4,967,138</b>	<b>(27.7%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
		OTHER GOVERNMENTAL AGENCIES	2,161,681	1,031,603	1,324,000	28.3%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>2,161,681</b>	<b>1,031,603</b>	<b>1,324,000</b>	<b>28.3%</b>
<b>9600 CHARGES FOR SERVICES</b>						
		PHOTO/MICROFICHE COPIES	0	12	0	(100.0%)
		ENGINEERING SERVICES	15,670	20,000	20,000	0.0%
		DEPARTMENTAL ADMIN OVERHEAD	159,714	167,842	174,877	4.2%
		OTHER CHARGES FOR SERVICES	49	0	0	0.0%
		ROAD SV CES ON COUNTY ROADS	17,927	0	0	0.0%
		NON-ROAD SV CES - COUNTY	866,340	841,100	940,000	11.8%
		NON-ROAD SV CES - NON-COUNTY	13,268	0	0	0.0%
		INTERFUND SV CES PROVIDE-COUNTY	237,830	260,210	246,632	(5.2%)
		INTERFUND SV CES-ACCTNG & AUDIT	35,787	41,574	43,834	5.4%
		INTERFUND SV CES-PRO SV CES	275,000	275,000	250,000	(9.1%)
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>1,621,584</b>	<b>1,605,738</b>	<b>1,675,343</b>	<b>4.3%</b>
<b>9700 MISC REVENUE</b>						
		INSURANCE PROCEEDS	5,000	40,000	20,000	(50.0%)
		MISCELLANEOUS SALES-OTHER	1,515	2,000	1,500	(25.0%)
<b>Total 9700 MISC REVENUE</b>			<b>6,515</b>	<b>42,000</b>	<b>21,500</b>	<b>(48.8%)</b>
<b>9800 OTHER FINANCING SOURCES</b>						
		SALE OF NONTAXABLE FIXED ASSET	64,950	60,000	195,000	225.0%
		LONG-TERM DEBT PROCEEDS	0	15,111	7,556	(50.0%)
		OPERATING TRANSFERS IN	215,845	787,000	37,000	(95.3%)
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>280,795</b>	<b>862,111</b>	<b>239,556</b>	<b>(72.2%)</b>
<b>TOTAL ROAD FINANCING SOURCES</b>			<b>22,180,958</b>	<b>30,277,353</b>	<b>30,249,544</b>	<b>(0.1%)</b>
<b>105 HOUSING REHABILITATION</b>						
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
		INTEREST INCOME	9,440	444	423	(4.7%)
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>9,440</b>	<b>444</b>	<b>423</b>	<b>(4.7%)</b>
<b>TOTAL HOUSING REHABILITATION FINANCING SOURCES</b>			<b>9,440</b>	<b>444</b>	<b>423</b>	<b>(4.7%)</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>120</b>	<b>HOMEACRES LOAN PROGRAM</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		18,205	23,450	6,480	(72.4%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>18,205</b>	<b>23,450</b>	<b>6,480</b>	<b>(72.4%)</b>
<b>TOTAL</b>	<b>HOMEACRES LOAN PROGRAM FINANCING SOURCES</b>		<b>18,205</b>	<b>23,450</b>	<b>6,480</b>	<b>(72.4%)</b>
<b>150</b>	<b>HOUSING &amp; URBAN DEVELOPMENT</b>					
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	FEDERAL OTHER		3,010,491	4,450,000	3,700,000	(16.9%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>3,010,491</b>	<b>4,450,000</b>	<b>3,700,000</b>	<b>(16.9%)</b>
<b>TOTAL</b>	<b>HOUSING &amp; URBAN DEVELOPMENT FINANCING SOURCES</b>		<b>3,010,491</b>	<b>4,450,000</b>	<b>3,700,000</b>	<b>(16.9%)</b>
<b>151</b>	<b>FIRST 5 FUTURE INITIATIVE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		7,596	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>7,596</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	INTERFUND SVCS-PRO SVCS		12,000	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>12,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
	OTHER REVENUE		200,000	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
	TRANSFER IN-COUNTY CONTRIB		1,397,688	1,615,000	1,664,440	3.1%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>1,397,688</b>	<b>1,615,000</b>	<b>1,664,440</b>	<b>3.1%</b>
<b>TOTAL</b>	<b>FIRST 5 FUTURE INITIATIVE FINANCING SOURCES</b>		<b>1,617,284</b>	<b>1,615,000</b>	<b>1,664,440</b>	<b>3.1%</b>
<b>152</b>	<b>IN HOME SUPP SVCS-PUBLIC AUTH</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		667	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>667</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	ST ADM IHSS		1,274,009	2,373,014	2,298,399	(3.1%)
	PRIOR YEAR REV-STATE & OTHERS		8,300	0	0	0.0%
	ST SALES TX 1991 REALIGNMNT-SS		7,793,167	6,779,351	6,779,351	0.0%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>9,075,476</b>	<b>9,152,365</b>	<b>9,077,750</b>	<b>(0.8%)</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FED ADM HEALTH RELATED SVS		2,135,702	2,729,264	2,647,890	(3.0%)
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>2,135,702</b>	<b>2,729,264</b>	<b>2,647,890</b>	<b>(3.0%)</b>
<b>9600 CHARGES FOR SERVICES</b>						
	ADMINISTRATION OVERHEAD		654	1,942	177	(90.9%)
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>654</b>	<b>1,942</b>	<b>177</b>	<b>(90.9%)</b>
<b>9700 MISC REVENUE</b>						
<b>9801 GENERAL FUND CONTRIBUTION</b>						
	TRANSFER IN-COUNTY CONTRIB		6,475,942	8,072,639	9,470,693	17.3%
<b>Total 9801 GENERAL FUND CONTRIBUTION</b>			<b>6,475,942</b>	<b>8,072,639</b>	<b>9,470,693</b>	<b>17.3%</b>
<b>TOTAL IN HOME SUPP SVCS-PUBLIC AUTH FINANCING SOURCES</b>			<b>17,688,440</b>	<b>19,956,210</b>	<b>21,196,510</b>	<b>6.2%</b>
<b>153 FIRST 5 SOLANO</b>						
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		81,012	0	53,211	100.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>81,012</b>	<b>0</b>	<b>53,211</b>	<b>100.0%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	STATE OTHER		3,649,255	3,266,897	3,388,594	3.7%
	STATE GRANT REVENUE		297,137	321,402	405,054	26.0%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>3,946,392</b>	<b>3,588,299</b>	<b>3,793,648</b>	<b>5.7%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL CARES ACT REVENUE		110,700	0	0	0.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>110,700</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	INTERFUND SVCS PROVIDE-COUNTY		54,396	59,609	80,000	34.2%
	INTERFUND SVCS-PRO SVCS		588,737	536,930	598,465	11.5%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>643,133</b>	<b>596,539</b>	<b>678,465</b>	<b>13.7%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9700 MISC REVENUE</b>					
	OTHER REVENUE		312,850	38,000	5,000	(86.8%)
	DONATIONS AND CONTRIBUTIONS		158,564	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>471,414</b>	<b>38,000</b>	<b>5,000</b>	<b>(86.8%)</b>
<b>TOTAL</b>	<b>FIRST 5 SOLANO FINANCING SOURCES</b>		<b>5,252,652</b>	<b>4,222,838</b>	<b>4,530,324</b>	<b>7.3%</b>
<b>215</b>	<b>RECORDER SPECIAL REVENUE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		89,702	102,000	25,300	(75.2%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>89,702</b>	<b>102,000</b>	<b>25,300</b>	<b>(75.2%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	RECORDING FEES		878,851	650,000	650,000	0.0%
	AUTOMATION-MICROGRAPHICS FEE		150,837	125,000	125,000	0.0%
	ADMIN SERVICES FEES		144,153	140,000	125,000	(10.7%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>1,173,841</b>	<b>915,000</b>	<b>900,000</b>	<b>(1.6%)</b>
<b>TOTAL</b>	<b>RECORDER SPECIAL REVENUE FINANCING SOURCES</b>		<b>1,263,543</b>	<b>1,017,000</b>	<b>925,300</b>	<b>(9.0%)</b>
<b>216</b>	<b>AAA NAPA/SOLANO</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	STATE OTHER		876,774	707,157	1,001,139	41.6%
	COVID-19 STATE PASS-THROUGH		904,189	0	2,071,149	100.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>1,780,963</b>	<b>707,157</b>	<b>3,072,288</b>	<b>334.5%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	FEDERAL OTHER		2,565,781	2,538,925	2,922,159	15.1%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>2,565,781</b>	<b>2,538,925</b>	<b>2,922,159</b>	<b>15.1%</b>
	<b>9700 MISC REVENUE</b>					
	OTHER REVENUE		190,919	108,042	118,468	9.6%
	<b>Total 9700 MISC REVENUE</b>		<b>190,919</b>	<b>108,042</b>	<b>118,468</b>	<b>9.6%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
	OPERATING TRANSFERS IN		232,229	330,560	380,887	15.2%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>232,229</b>	<b>330,560</b>	<b>380,887</b>	<b>15.2%</b>
<b>TOTAL</b>	<b>AAA NAPA/SOLANO FINANCING SOURCES</b>		<b>4,769,892</b>	<b>3,684,684</b>	<b>6,493,802</b>	<b>76.2%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>228</b>	<b>LIBRARY - FRIENDS &amp; FOUNDATION</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	1,670	1,337	450	(66.3%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>1,670</b>	<b>1,337</b>	<b>450</b>	<b>(66.3%)</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE OTHER	13,000	0	0	0.0%
		STATE GRANT REVENUE	10,600	0	0	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>23,600</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
		DONATIONS AND CONTRIBUTIONS	73,908	85,000	85,000	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>73,908</b>	<b>85,000</b>	<b>85,000</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>LIBRARY - FRIENDS &amp; FOUNDATION FINANCING SOURCES</b>		<b>99,178</b>	<b>86,337</b>	<b>85,450</b>	<b>(1.0%)</b>
<b>233</b>	<b>DISTRICT ATTORNEY SPECIAL REV</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		FORFEITURES & PENALTIES	615,143	302,000	302,000	0.0%
		FORFEITURES-VEHICLE	2,521	0	0	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>617,664</b>	<b>302,000</b>	<b>302,000</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	37,481	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>37,481</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE OTHER	812	0	0	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>812</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	8	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>8</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>DISTRICT ATTORNEY SPECIAL REV FINANCING SOURCES</b>		<b>655,966</b>	<b>302,000</b>	<b>302,000</b>	<b>0.0%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>241</b>	<b>CIVIL PROCESSING FEES</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		CIVIL ASSESSMENT	50,565	98,763	62,854	(36.4%)
		OTHER ASSESSMENTS	2,661	8,118	4,581	(43.6%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>53,226</b>	<b>106,881</b>	<b>67,435</b>	<b>(36.9%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	9,731	14,627	6,523	(55.4%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>9,731</b>	<b>14,627</b>	<b>6,523</b>	<b>(55.4%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		CIVIL PROCESS FEES	37,757	6,998	47,433	577.8%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>37,757</b>	<b>6,998</b>	<b>47,433</b>	<b>577.8%</b>
<b>TOTAL</b>	<b>CIVIL PROCESSING FEES FINANCING SOURCES</b>		<b>100,714</b>	<b>128,506</b>	<b>121,391</b>	<b>(5.5%)</b>
<b>253</b>	<b>SHERIFF'S ASSET SEIZURE</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		FORFEITURES & PENALTIES	4,602	0	0	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>4,602</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	1,513	1,000	350	(65.0%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>1,513</b>	<b>1,000</b>	<b>350</b>	<b>(65.0%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	643	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>643</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>SHERIFF'S ASSET SEIZURE FINANCING SOURCES</b>		<b>6,759</b>	<b>1,000</b>	<b>350</b>	<b>(65.0%)</b>
<b>256</b>	<b>SHERIFF OES</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE GRANT REVENUE	977,253	1,058,372	1,319,498	24.7%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>977,253</b>	<b>1,058,372</b>	<b>1,319,498</b>	<b>24.7%</b>
<b>TOTAL</b>	<b>SHERIFF OES FINANCING SOURCES</b>		<b>977,253</b>	<b>1,058,372</b>	<b>1,319,498</b>	<b>24.7%</b>



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>263</b>	<b>CJ TEMP CONSTRUCTION</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
	VEHICLE CODE FINES		15,350	12,868	11,169	(13.2%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>15,350</b>	<b>12,868</b>	<b>11,169</b>	<b>(13.2%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		7,359	5,501	4,950	(10.0%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>7,359</b>	<b>5,501</b>	<b>4,950</b>	<b>(10.0%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	COURT FEES		273,175	202,115	210,000	3.9%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>273,175</b>	<b>202,115</b>	<b>210,000</b>	<b>3.9%</b>
<b>TOTAL</b>	<b>CJ TEMP CONSTRUCTION FINANCING SOURCES</b>		<b>295,884</b>	<b>220,484</b>	<b>226,119</b>	<b>2.6%</b>
<b>264</b>	<b>CRTHSE TEMP CONST</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
	VEHICLE CODE FINES		15,349	12,868	11,169	(13.2%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>15,349</b>	<b>12,868</b>	<b>11,169</b>	<b>(13.2%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		1,293	368	70	(81.0%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>1,293</b>	<b>368</b>	<b>70</b>	<b>(81.0%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	COURT FEES		273,130	202,082	210,000	3.9%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>273,130</b>	<b>202,082</b>	<b>210,000</b>	<b>3.9%</b>
<b>TOTAL</b>	<b>CRTHSE TEMP CONST FINANCING SOURCES</b>		<b>289,771</b>	<b>215,318</b>	<b>221,239</b>	<b>2.7%</b>
<b>278</b>	<b>PUBLIC WORKS IMPROVEMENT</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		5,967	7,887	3,944	(50.0%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>5,967</b>	<b>7,887</b>	<b>3,944</b>	<b>(50.0%)</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ROAD SVCES ON COUNTY ROADS	423,007	425,000	415,000	(2.4%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>423,007</b>	<b>425,000</b>	<b>415,000</b>	<b>(2.4%)</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	44,147	42,500	21,000	(50.6%)
	<b>Total 9700 MISC REVENUE</b>		<b>44,147</b>	<b>42,500</b>	<b>21,000</b>	<b>(50.6%)</b>
<b>TOTAL</b>	<b>PUBLIC WORKS IMPROVEMENT FINANCING SOURCES</b>		<b>473,120</b>	<b>475,387</b>	<b>439,944</b>	<b>(7.5%)</b>
<b>281</b>	<b>SURVEY MONUMENT PRESERVATION</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	650	885	443	(49.9%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>650</b>	<b>885</b>	<b>443</b>	<b>(49.9%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		RECORDING FEES	10,390	9,460	9,400	(0.6%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>10,390</b>	<b>9,460</b>	<b>9,400</b>	<b>(0.6%)</b>
<b>TOTAL</b>	<b>SURVEY MONUMENT PRESERVATION FINANCING SOURCES</b>		<b>11,040</b>	<b>10,345</b>	<b>9,843</b>	<b>(4.9%)</b>
<b>282</b>	<b>COUNTY DISASTER</b>					
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL CARES ACT REVENUE	13,146,214	0	0	0.0%
		FEDERAL OTHER	1,129,413	17,617,343	857,374	(95.1%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>14,275,627</b>	<b>17,617,343</b>	<b>857,374</b>	<b>(95.1%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	6,034	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>6,034</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
		INSURANCE PROCEEDS	348,269	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>348,269</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		LONG-TERM DEBT PROCEEDS	0	1,891,820	0	(100.0%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>0</b>	<b>1,891,820</b>	<b>0</b>	<b>(100.0%)</b>
<b>TOTAL</b>	<b>COUNTY DISASTER FINANCING SOURCES</b>		<b>14,629,930</b>	<b>19,509,163</b>	<b>857,374</b>	<b>(95.6%)</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>290</b>	<b>AMERICAN RESCUE PLAN ACT</b>					
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FED ARPA SLFRF DIRECT FUNDING	0	0	12,349,455	100.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>0</b>	<b>0</b>	<b>12,349,455</b>	<b>100.0%</b>
<b>TOTAL</b>	<b>AMERICAN RESCUE PLAN ACT FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>12,349,455</b>	<b>100.0%</b>
<b>296</b>	<b>PUBLIC FACILITIES FEES</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	278,869	115,580	115,680	0.1%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>278,869</b>	<b>115,580</b>	<b>115,680</b>	<b>0.1%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		CAPITAL FACILITIES FEES	12,896,976	5,465,000	5,667,500	3.7%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>12,896,976</b>	<b>5,465,000</b>	<b>5,667,500</b>	<b>3.7%</b>
<b>TOTAL</b>	<b>PUBLIC FACILITIES FEES FINANCING SOURCES</b>		<b>13,175,845</b>	<b>5,580,580</b>	<b>5,783,180</b>	<b>3.6%</b>
<b>326</b>	<b>SHERIFF - SPECIAL REVENUE</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE REGISTRATION ADDON FEE	950,912	924,651	959,143	3.7%
		COURT ASSESSMENTS	69,604	65,000	71,302	9.7%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>1,020,517</b>	<b>989,651</b>	<b>1,030,445</b>	<b>4.1%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	3,588	3,558	1,811	(49.1%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>3,588</b>	<b>3,558</b>	<b>1,811</b>	<b>(49.1%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		COURT FEES	(13)	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>(13)</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		SALE OF NONTAXABLE FIXED ASSET	108	0	0	0.0%
		OPERATING TRANSFERS IN	3,454	0	0	0.0%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>3,562</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>SHERIFF - SPECIAL REVENUE FINANCING SOURCES</b>		<b>1,027,653</b>	<b>993,209</b>	<b>1,032,256</b>	<b>3.9%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>369</b>	<b>CHILD SUPPORT SERVICES</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		5,063	8,832	3,000	(66.0%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>5,063</b>	<b>8,832</b>	<b>3,000</b>	<b>(66.0%)</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	STATE SUPPORT ENFORCEMENT INC		4,384,343	4,221,441	4,309,626	2.1%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>4,384,343</b>	<b>4,221,441</b>	<b>4,309,626</b>	<b>2.1%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	FEDERAL CARES ACT REVENUE		3,396	0	0	0.0%
	FED CHILD SUPPORT		7,674,280	8,194,563	8,365,745	2.1%
	FEDERAL OTHER		184,412	284,457	495,673	74.3%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>7,862,088</b>	<b>8,479,020</b>	<b>8,861,418</b>	<b>4.5%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	INTERFUND SVCS PROVIDE-COUNTY		2,063	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>2,063</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
	OPERATING TRANSFERS IN		55,000	0	0	0.0%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>55,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
	TRANSFER IN-COUNTY CONTRIB		40,000	137,245	0	(100.0%)
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>40,000</b>	<b>137,245</b>	<b>0</b>	<b>(100.0%)</b>
<b>TOTAL</b>	<b>CHILD SUPPORT SERVICES FINANCING SOURCES</b>		<b>12,348,557</b>	<b>12,846,538</b>	<b>13,174,044</b>	<b>2.5%</b>
<b>390</b>	<b>TOBACCO PREVENTION &amp; EDUCATION</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		3,678	500	500	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>3,678</b>	<b>500</b>	<b>500</b>	<b>0.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	STATE OTHER		557,015	931,014	455,577	(51.1%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>557,015</b>	<b>931,014</b>	<b>455,577</b>	<b>(51.1%)</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
		FEDERAL CARES ACT REVENUE	48,462	0	0	0.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>48,462</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9600 CHARGES FOR SERVICES</b>						
		INTERFUND SV CES-PERSONNEL	57,326	0	106,730	100.0%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>57,326</b>	<b>0</b>	<b>106,730</b>	<b>100.0%</b>
<b>9700 MISC REVENUE</b>						
		OTHER REVENUE	883	0	0	0.0%
<b>Total 9700 MISC REVENUE</b>			<b>883</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>TOBACCO PREVENTION &amp; EDUCATION FINANCING SOURCES</b>		<b>667,363</b>	<b>931,514</b>	<b>562,807</b>	<b>(39.6%)</b>
<b>900 PUBLIC SAFETY</b>						
<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>						
		BUSINESS LICENSES	3,617	1,900	2,375	25.0%
		LICENSES & PERMITS-OTHER	124,022	96,170	110,465	14.9%
<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>			<b>127,639</b>	<b>98,070</b>	<b>112,840</b>	<b>15.1%</b>
<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>						
		VEHICLE CODE FINES	908	1,000	1,000	0.0%
		OTHER COURT FINES	1,486	1,850	1,100	(40.5%)
		VEHICLE FINES-DRUNK DRIVING	6,133	10,192	5,000	(50.9%)
		SB 1127 CONVICTIONS	22,954	30,000	20,000	(33.3%)
		FORFEITURES & PENALTIES	213,613	151,000	173,621	15.0%
		WORK RELEASE FEES	18,446	0	0	0.0%
		ELECTRONIC MONITOR DAILY FEES	135,246	0	0	0.0%
		ASP OTHER FEES	3,119	0	0	0.0%
		COURT ASSESSMENTS	69,481	65,000	62,000	(4.6%)
<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>			<b>471,384</b>	<b>259,042</b>	<b>262,721</b>	<b>1.4%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
		BUILDING RENTAL	8,000	0	0	0.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>8,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
		STATE - HIGHWAY USERS TAX	(98,343)	0	0	0.0%
		STATE CATEGORICAL AID	(62,140)	19,000	30,000	57.9%
		STATE 4700 P.C.	1,185,804	1,128,526	1,026,000	(9.1%)

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	STATE VLF REALIGNMENT - SS		32,859	32,859	32,859	0.0%
	PRIOR YEAR REV-STATE & OTHERS		25,857	0	0	0.0%
	STATE REIMBURSEMENT - POST		12,053	20,000	26,000	30.0%
	ST ADM CWS/LIC FFH		80,247	52,000	72,561	39.5%
	STATE AID PUBLIC SAFETY SVCES		43,216,296	43,893,049	48,045,388	9.5%
	STATE - 2011 REALIGNMENT		18,744,415	20,755,172	22,358,858	7.7%
	ST SALES TX 1991 REALIGNMNT-SS		884,657	884,657	884,657	0.0%
	STATE OTHER		5,587,557	6,742,452	6,048,926	(10.3%)
	STATE GRANT REVENUE		91,664	311,663	2,346,034	652.7%
	2011 REALIGNMENT REVOCATION		476,343	378,000	378,000	0.0%
	2011 REALIGNMENT BOOKING		848,012	848,012	848,012	0.0%
	2011 REALIGNMENT SLESF		125,251	254,754	474,731	86.3%
	2011 REALIGNMENT CALMMET		326,887	384,877	434,580	12.9%
	2011 REALIGNMENT FCARE ASSIST		515,190	558,000	651,000	16.7%
	2011 REALIGNMENT-CWS		127,159	67,000	67,000	0.0%
	CALWORKS - CHILD POVERTY		0	250	0	(100.0%)
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>72,119,768</b>	<b>76,330,271</b>	<b>83,724,606</b>	<b>9.7%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL CARES ACT REVENUE		7,148,298	0	0	0.0%
	FEDERAL DIRECT - COVID-19		30,397	0	0	0.0%
	FEDERAL AID		258,968	372,000	334,800	(10.0%)
	FED ADM CWS SERVICES IVE		244,788	214,300	291,600	36.1%
	FEDERAL - PRIOR YEAR REVENUE		20,671	0	0	0.0%
	FEDERAL OTHER		389,387	624,525	546,006	(12.6%)
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>8,092,509</b>	<b>1,210,825</b>	<b>1,172,406</b>	<b>(3.2%)</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	OTHER GOVERNMENTAL AGENCIES		1,211,471	825,669	1,085,958	31.5%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>1,211,471</b>	<b>825,669</b>	<b>1,085,958</b>	<b>31.5%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		692	300	148	(50.7%)
	CONTRACT SERVICES		6,345,402	7,467,547	7,773,004	4.1%
	CIVIL PROCESS FEES		77,861	93,829	88,800	(5.4%)
	RECORDING FEES		672,162	858,074	896,905	4.5%
	COURT FEES		165	180	225	25.0%
	ADMIN SERVICES FEES		1,280	1,380	0	(100.0%)
	LEGAL FEES		11,622	17,000	31,500	85.3%
	OTHER PROFESSIONAL SERVICES		7,914	3,600	6,000	66.7%
	MEDICAL CARE-OTHER		201,254	210,000	225,000	7.1%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
		DEPARTMENTAL ADMIN OVERHEAD	68,446	78,973	77,889	(1.4%)
		LAW ENFORCEMENT SERVICES	3,019,453	3,862,343	2,926,177	(24.2%)
		OTHER CHARGES FOR SERVICES	275,884	200,759	213,642	6.4%
		WORK RELEASE APPLICATION FEES	33,076	0	0	0.0%
		ELECTRONIC MONITOR APPL FEES	40,386	0	0	0.0%
		INTERFUND SV CES PROVIDE-COUNTY	1,701	20,382	6,026	(70.4%)
		INTERFUND SV CES-LEGAL SRVCS	28,157	50,000	60,000	20.0%
		INTERFUND SV CES-PRO SV CES	2,192,117	2,696,430	3,002,558	11.4%
		<b>Total 9600 CHARGES FOR SERVICES</b>	<b>12,977,571</b>	<b>15,560,797</b>	<b>15,307,874</b>	<b>(1.6%)</b>
		<b>9700 MISC REVENUE</b>				
		CASH OVERAGE	456	500	100	(80.0%)
		OTHER REVENUE	737,076	733,764	543,993	(25.9%)
		DONATIONS AND CONTRIBUTIONS	102,599	73,000	39,200	(46.3%)
		INSURANCE PROCEEDS	726,015	446,206	588,733	31.9%
		<b>Total 9700 MISC REVENUE</b>	<b>1,566,146</b>	<b>1,253,470</b>	<b>1,172,026</b>	<b>(6.5%)</b>
		<b>9800 OTHER FINANCING SOURCES</b>				
		OPERATING TRANSFERS IN	1,896,546	2,194,600	2,189,285	(0.2%)
		<b>Total 9800 OTHER FINANCING SOURCES</b>	<b>1,896,546</b>	<b>2,194,600</b>	<b>2,189,285</b>	<b>(0.2%)</b>
		<b>9801 GENERAL FUND CONTRIBUTION</b>				
		TRANSFER IN-COUNTY CONTRIB	115,803,190	144,477,255	149,092,318	3.2%
		<b>Total 9801 GENERAL FUND CONTRIBUTION</b>	<b>115,803,190</b>	<b>144,477,255</b>	<b>149,092,318</b>	<b>3.2%</b>
		<b>TOTAL PUBLIC SAFETY FINANCING SOURCES</b>	<b>214,274,224</b>	<b>242,209,999</b>	<b>254,120,034</b>	<b>4.9%</b>
<b>901</b>	<b>C M F CASES</b>					
		<b>9501 INTERGOVERNMENTAL REV STATE</b>				
		STATE 4700 P.C.	449,734	450,000	450,000	0.0%
		<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>449,734</b>	<b>450,000</b>	<b>450,000</b>	<b>0.0%</b>
		<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>				
		FED ADM PSSF IV-B	46,061	0	0	0.0%
		<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>46,061</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
		<b>TOTAL C M F CASES FINANCING SOURCES</b>	<b>495,795</b>	<b>450,000</b>	<b>450,000</b>	<b>0.0%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>902</b>	<b>HEALTH &amp; SOCIAL SERVICES</b>					
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
	LICENSES & PERMITS-OTHER		6,135	11,000	10,000	(9.1%)
	BURIAL PERMITS		14,057	13,000	13,000	0.0%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>20,192</b>	<b>24,000</b>	<b>23,000</b>	<b>(4.2%)</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
	FORFEITURES & PENALTIES		297,631	301,408	294,438	(2.3%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>297,631</b>	<b>301,408</b>	<b>294,438</b>	<b>(2.3%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		1,052,601	1,296,506	413,668	(68.1%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>1,052,601</b>	<b>1,296,506</b>	<b>413,668</b>	<b>(68.1%)</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	STATE VLF 1991 REALIGNMNT - PH		10,604,348	14,940,072	15,447,000	3.4%
	ST ADM FOOD STAMPS		8,744,726	8,323,302	9,661,423	16.1%
	STATE CALWORK SINGLE		6,782,265	4,670,709	9,137,383	95.6%
	ST ADM IHSS		3,914,273	3,664,235	4,042,724	10.3%
	STATE CATEGORICAL AID		3,577,568	697,060	739,709	6.1%
	SHORT DOYLE QUALITY ASSURANCE		0	1,087,647	1,094,150	0.6%
	ST ADM COUNTY SVS BLOCK GRANT		11	0	0	0.0%
	STATE ADMIN - CMSP		8,252	19,615	1,450	(92.6%)
	STATE VLF REALIGNMENT - SS		14,058	3,278,778	14,058	(99.6%)
	PRIOR YEAR REV-STATE & OTHERS		2,454,530	1,702,033	4,283,667	151.7%
	ST ADM CWS/LIC FFH		54,331	170,891	88,665	(48.1%)
	STATE VLF 1991 REALIGNMNT-MH		1,013,213	1,013,213	1,013,213	0.0%
	STATE NON CWS ALLOCATION		614,930	623,147	721,642	15.8%
	STATE - 2011 REALIGNMENT		211,202	216,073	217,801	0.8%
	ST SALES TX 1991 REALIGNMNT-SS		7,114,310	16,391,263	7,959,110	(51.4%)
	ST SALES TX 1991 REALIGNMNT-MH		9,680,356	13,946,652	14,438,879	3.5%
	ST SALES TX 1991 REALIGNMNT-PH		2,026,392	4,087,086	3,669,264	(10.2%)
	STATE OTHER		8,597,268	5,567,195	5,302,996	(4.7%)
	IGT REVENUES		12,921,319	5,579,436	5,579,436	0.0%
	STATE GRANT REVENUE		5,845,667	4,624,362	2,507,565	(45.8%)
	COVID-19 STATE PASS-THROUGH		2,454,341	11,885,564	11,217,039	(5.6%)
	STATE DIRECT-COVID-19		1,780,200	400,000	400,000	0.0%
	1991 REALIGNMENT CALWORKS MOE		13,333,847	11,499,625	9,145,366	(20.5%)
	2011 REALIGNMENT AAP		3,258,798	4,308,397	4,413,469	2.4%
	2011 REALIGNMENT SA-DMC		2,755,300	1,182,694	1,505,064	27.3%
	2011 REALIGNMENT SA-NON DMC		336,444	1,551,621	1,178,263	(24.1%)



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
		2011 REALIGNMENT FCARE ASSIST	3,727,108	3,965,618	4,623,816	16.6%
		2011 REALIGNMENT FCARE ADMIN	362,046	348,210	503,041	44.5%
		2011 REALIGNMENT ADOPTIONS	691,601	883,276	574,164	(35.0%)
		2011 REALIGNMENT-DRUG COURT	150,964	181,157	181,157	0.0%
		2011 REALIGNMENT-CHILD ABUSE	0	56,337	135,143	139.9%
		2011 REALIGNMENT-CWS	4,700,987	9,345,383	9,938,529	6.3%
		2011 REALIGNMENT-A PS	1,446,334	1,489,500	1,785,491	19.9%
		2011 REALIGNMENT-MANAGED CARE	9,503,415	11,282,570	13,421,299	19.0%
		2011 REALIGNMENT-EPSDT	3,024,871	6,582,181	5,031,650	(23.6%)
		CALWORKS MOE-FAMILY SUPPORT	2,952,780	0	0	0.0%
		CALWORKS - CHILD POVERTY	3,368,421	10,105,000	10,730,023	6.2%
		STATE S/D MEDI-CAL	1,294,494	1,377,990	1,406,706	2.1%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>139,320,972</b>	<b>167,047,892</b>	<b>162,110,355</b>	<b>(3.0%)</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
		FEDERAL CARES ACT REVENUE	12,035,959	48,524	0	(100.0%)
		FED S/D MEDI-CAL	18,831,669	20,870,413	22,628,759	8.4%
		FED SHORT DOYLE ADMIN	18,105,564	24,504,684	27,256,114	11.2%
		FED ADM ILP IV-E	125,124	117,764	78,691	(33.2%)
		FEDERAL DIRECT - COVID-19	2,787,495	3,132,861	1,593,986	(49.1%)
		FED ADM CWS TANF	1,633,551	1,633,515	1,633,515	0.0%
		FED ADM FOSTER CARE IV-E	253,204	191,942	273,354	42.4%
		FEDERAL AID	19,071,132	25,192,089	24,636,760	(2.2%)
		FED ADM ADOPTIONS IV-E	576,857	599,829	668,395	11.4%
		FED ADM PSSF IV-B	261,646	207,520	276,908	33.4%
		FEDERAL TITLE XX-CWS	267,288	356,385	267,289	(25.0%)
		FED CALWORKS TANF	17,998,053	19,309,777	22,991,668	19.1%
		FEDERAL TITLE XX-CALWORKS	329,728	329,728	329,727	(0.0%)
		FED ADM FOOD STAMPS	10,314,093	8,885,125	11,303,735	27.2%
		FED ADM HEALTH RELATED SVS	4,581,737	5,507,737	6,072,460	10.3%
		FEDERAL ALCOHOL & DRUG-SAPT	705,551	1,061,000	2,127,711	100.5%
		FED CHILD SUPPORT	0	5,430,174	0	(100.0%)
		FED ADM CWS IV-B	147,859	178,550	149,297	(16.4%)
		FED ADM CWS SERVICES IVE	3,031,633	3,218,737	3,820,737	18.7%
		FEDERAL NON CWS ALLOCATION	905,788	1,644,329	980,426	(40.4%)
		FEDERAL KINGAP	22,376	22,426	52,291	133.2%
		FEDERAL - PRIOR YEAR REVENUE	12,978,552	7,620,705	10,743,093	41.0%
		FEDERAL OTHER	1,072,693	1,139,407	1,845,349	62.0%
		CA EQUITABLE RECOVERY INITIATI	0	0	369,274	100.0%
		PH WORKFORCE DEVELOPMENT (WFD)	0	0	651,714	100.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>126,037,551</b>	<b>131,203,221</b>	<b>140,751,253</b>	<b>7.3%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
		OTHER GOVERNMENTAL AGENCIES	702,785	908,138	977,083	7.6%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>702,785</b>	<b>908,138</b>	<b>977,083</b>	<b>7.6%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		7,216	11,234	9,249	(17.7%)
	CONTRACT SERVICES		137,590	142,215	150,957	6.1%
	CIVIL PROCESS FEES		275	0	0	0.0%
	ESTATE & PUBLIC ADMIN FEES		293,258	150,000	230,000	53.3%
	RECORDING FEES		289,915	340,000	340,000	0.0%
	ADMIN SERVICES FEES		518,939	1,319,265	1,365,885	3.5%
	LEGAL FEES		33	0	0	0.0%
	OTHER PROFESSIONAL SERVICES		388,248	497,545	502,066	0.9%
	PRIVATE PAY PATIENT		192,068	188,632	205,610	9.0%
	INSTITUTIONAL CARE		113,411	122,435	100,000	(18.3%)
	ADMINISTRATION OVERHEAD		23,559	61,231	0	(100.0%)
	INSURANCE PAYMENTS		128,167	58,093	50,472	(13.1%)
	MEDICAL SERVICES		11,970,425	18,003,234	18,304,611	1.7%
	MEDICARE SERVICES		977,275	275,304	278,151	1.0%
	PRIOR YEAR REV-OTHER CHARGES		299,511	121,388	150,000	23.6%
	CMSP SERVICES		55,531	0	0	0.0%
	OTHER CHARGES FOR SERVICES		184,958	150,000	305,000	103.3%
	MANAGED CARE SERVICES		4,537,490	4,419,729	4,759,941	7.7%
	INTERFUND SVCS PROVIDE-COUNTY		1,800	0	0	0.0%
	INTERFUND SVCS-PERSONNEL		135,759	171,586	186,972	9.0%
	INTERFUND SVCS-PRO SVCS		81,078	196,693	181,447	(7.8%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>20,336,504</b>	<b>26,228,584</b>	<b>27,120,361</b>	<b>3.4%</b>
<b>9700 MISC REVENUE</b>						
	OTHER REVENUE		3,169,351	3,469,899	1,617,055	(53.4%)
	DONATIONS AND CONTRIBUTIONS		355,306	322,000	551,003	71.1%
	<b>Total 9700 MISC REVENUE</b>		<b>3,524,657</b>	<b>3,791,899</b>	<b>2,168,058</b>	<b>(42.8%)</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	OPERATING TRANSFERS IN		1,704,580	1,534,100	1,811,645	18.1%
	TRANSFERS IN - MHSA		25,239,674	32,038,218	34,552,426	7.8%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>26,944,254</b>	<b>33,572,318</b>	<b>36,364,071</b>	<b>8.3%</b>
<b>9801 GENERAL FUND CONTRIBUTION</b>						
	TRANSFER IN-COUNTY CONTRIB		21,120,303	23,908,247	26,972,829	12.8%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>21,120,303</b>	<b>23,908,247</b>	<b>26,972,829</b>	<b>12.8%</b>
<b>TOTAL</b>	<b>HEALTH &amp; SOCIAL SERVICES FINANCING SOURCES</b>		<b>339,357,449</b>	<b>388,282,213</b>	<b>397,195,116</b>	<b>2.3%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>903</b>	<b>WORKFORCE DEVELOPMENT BOARD</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	2,365	1,000	1,000	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>2,365</b>	<b>1,000</b>	<b>1,000</b>	<b>0.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE GRANT REVENUE	3,765,525	3,838,542	3,527,574	(8.1%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>3,765,525</b>	<b>3,838,542</b>	<b>3,527,574</b>	<b>(8.1%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL CARES ACT REVENUE	2,200,113	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>2,200,113</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		OTHER GOVERNMENTAL AGENCIES	1,854,588	1,948,648	2,669,446	37.0%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>1,854,588</b>	<b>1,948,648</b>	<b>2,669,446</b>	<b>37.0%</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	123,536	137,850	173,911	26.2%
		DONATIONS AND CONTRIBUTIONS	1,000	6,000	44,800	646.7%
	<b>Total 9700 MISC REVENUE</b>		<b>124,536</b>	<b>143,850</b>	<b>218,711</b>	<b>52.0%</b>
<b>TOTAL</b>	<b>WORKFORCE DEVELOPMENT BOARD FINANCING SOURCES</b>		<b>7,947,126</b>	<b>5,932,040</b>	<b>6,416,732</b>	<b>8.2%</b>
<b>905</b>	<b>COUNTY LOCAL REVENUE FUND 2011</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE - 2011 REALIGNMENT	151,356	150,000	150,000	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>151,356</b>	<b>150,000</b>	<b>150,000</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>COUNTY LOCAL REVENUE FUND 2011 FINANCING SOURCES</b>		<b>151,356</b>	<b>150,000</b>	<b>150,000</b>	<b>0.0%</b>
<b>906</b>	<b>MHSA</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	236,170	248,307	70,060	(71.8%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>236,170</b>	<b>248,307</b>	<b>70,060</b>	<b>(71.8%)</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	STATE OTHER		28,319,069	25,013,941	30,995,674	23.9%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>28,319,069</b>	<b>25,013,941</b>	<b>30,995,674</b>	<b>23.9%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	ADMINISTRATION OVERHEAD		0	7	28	300.0%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>0</b>	<b>7</b>	<b>28</b>	<b>300.0%</b>
<b>TOTAL MHPA FINANCING SOURCES</b>			<b>28,555,238</b>	<b>25,262,255</b>	<b>31,065,762</b>	<b>23.0%</b>
<b>TOTAL SPECIAL REVENUE FUNDS FINANCING SOURCES</b>			<b>721,521,455</b>	<b>798,833,061</b>	<b>826,173,877</b>	<b>3.4%</b>
<b>03 CAPITAL PROJECT FUNDS</b>						
<b>006 CAPITAL OUTLAY</b>						
<b>9000 TAXES</b>						
	CURRENT SECURED		2,387,434	2,417,827	2,536,159	4.9%
	CURRENT UNSECURED		79,962	78,112	78,112	0.0%
	PRIOR UNSECURED		3,315	2,356	2,356	0.0%
	SUPPLEMENTAL SECURED		29,646	38,443	61,978	61.2%
	PRIOR SECURED		711	3,006	102	(96.6%)
	UNITARY		77,644	77,656	77,656	0.0%
	ABX1 26 RESIDUAL TAXES		357,181	224,840	403,913	79.6%
	ABX1 26 PASS THROUGH		528,131	468,875	626,860	33.7%
<b>Total 9000 TAXES</b>			<b>3,464,024</b>	<b>3,311,115</b>	<b>3,787,136</b>	<b>14.4%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		216,832	275,000	305,320	11.0%
	BUILDING RENTAL		43,000	360,000	360,000	0.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>259,832</b>	<b>635,000</b>	<b>665,320</b>	<b>4.8%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		205	205	205	0.0%
	STATE HIGHWAY RENTALS		8	8	8	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		23,891	23,535	23,535	0.0%
	STATE CONSTRUCTION		649,709	6,165,291	0	(100.0%)
	STATE OTHER		0	0	3,100,000	100.0%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>673,812</b>	<b>6,189,039</b>	<b>3,123,748</b>	<b>(49.5%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL - REVENUE SHARING		59	35	35	0.0%
	FEDERAL OTHER		100	100	100	0.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>158</b>	<b>135</b>	<b>135</b>	<b>0.0%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	LMIHF & OTHER ASSETS		40,922	40,922	40,922	0.0%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>40,922</b>	<b>40,922</b>	<b>40,922</b>	<b>0.0%</b>
<b>9700 MISC REVENUE</b>						
	OTHER REVENUE		0	0	836,900	100.0%
<b>Total 9700 MISC REVENUE</b>			<b>0</b>	<b>0</b>	<b>836,900</b>	<b>0.0%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	LONG-TERM DEBT PROCEEDS		0	793,782	0	(100.0%)
	OPERATING TRANSFERS IN		9,179,436	445,000	85,000	(80.9%)
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>9,179,436</b>	<b>1,238,782</b>	<b>85,000</b>	<b>(93.1%)</b>
<b>9801 GENERAL FUND CONTRIBUTION</b>						
	TRANSFER IN-COUNTY CONTRIB		8,720,634	19,641,470	8,081,917	(58.9%)
<b>Total 9801 GENERAL FUND CONTRIBUTION</b>			<b>8,720,634</b>	<b>19,641,470</b>	<b>8,081,917</b>	<b>(58.9%)</b>
<b>TOTAL CAPITAL OUTLAY FINANCING SOURCES</b>			<b>22,338,819</b>	<b>31,056,463</b>	<b>16,621,078</b>	<b>(46.5%)</b>
<b>106</b>	<b>PUBLIC ARTS PROJECTS</b>					
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		359	450	250	(44.4%)
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>359</b>	<b>450</b>	<b>250</b>	<b>(44.4%)</b>
<b>9600 CHARGES FOR SERVICES</b>						
	ADMINISTRATION OVERHEAD		64	0	0	0.0%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>64</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	OPERATING TRANSFERS IN		3,377	2,598	282	(89.1%)
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>3,377</b>	<b>2,598</b>	<b>282</b>	<b>(89.1%)</b>
<b>TOTAL PUBLIC ARTS PROJECTS FINANCING SOURCES</b>			<b>3,800</b>	<b>3,048</b>	<b>532</b>	<b>(82.5%)</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>107</b>	<b>FAIRGROUNDS DEVELOPMENT PROJECT</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	ROYALTIES		50,000	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	ADMINISTRATION OVERHEAD		0	0	37,942	100.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>0</b>	<b>0</b>	<b>37,942</b>	<b>100.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
	LONG-TERM DEBT PROCEEDS		0	8,200,000	8,200,000	0.0%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>0</b>	<b>8,200,000</b>	<b>8,200,000</b>	<b>0.0%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
	TRANSFER IN-COUNTY CONTRIB		0	2,000,000	4,000,000	100.0%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>0</b>	<b>2,000,000</b>	<b>4,000,000</b>	<b>100.0%</b>
<b>TOTAL</b>	<b>FAIRGROUNDS DEVELOPMENT PROJECT FINANCING SOURCES</b>		<b>50,000</b>	<b>10,200,000</b>	<b>12,237,942</b>	<b>20.0%</b>
<b>TOTAL</b>	<b>CAPITAL PROJECT FUNDS FINANCING SOURCES</b>		<b>22,392,619</b>	<b>41,259,511</b>	<b>28,859,552</b>	<b>(30.1%)</b>
<b>04</b>	<b>DEBT SERVICE FUNDS</b>					
<b>300</b>	<b>2021 CERTIFICATE OF PARTICIPATION</b>					
	<b>9800 OTHER FINANCING SOURCES</b>					
	OPERATING TRANSFERS IN		0	0	2,059,114	100.0%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>2,059,114</b>	<b>100.0%</b>
<b>TOTAL</b>	<b>2021 CERTIFICATE OF PARTICIPATION</b>		<b>0</b>	<b>0</b>	<b>2,059,114</b>	<b>100.0%</b>
<b>306</b>	<b>PENSION DEBT SERVICE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		892	2,500	2,500	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>892</b>	<b>2,500</b>	<b>2,500</b>	<b>0.0%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	2,270	1,967	0	(100.0%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>2,270</b>	<b>1,967</b>	<b>0</b>	<b>(100.0%)</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	2,460,977	2,340,536	3,629,397	55.1%
	<b>Total 9700 MISC REVENUE</b>		<b>2,460,977</b>	<b>2,340,536</b>	<b>3,629,397</b>	<b>55.1%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	4,486,064	5,311,034	5,538,180	4.3%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>4,486,064</b>	<b>5,311,034</b>	<b>5,538,180</b>	<b>4.3%</b>
<b>TOTAL</b>	<b>PENSION DEBT SERVICE FINANCING SOURCES</b>		<b>6,950,203</b>	<b>7,656,037</b>	<b>9,170,077</b>	<b>19.8%</b>
<b>332</b>	<b>GOVERNMENT CENTER DEBT SERVICE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	23,378	24,800	6,030	(75.7%)
		BUILDING RENTAL	16,939	16,965	17,644	4.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>40,317</b>	<b>41,765</b>	<b>23,674</b>	<b>(43.3%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		BUILDING USE FEES-CAC	2,868,655	2,961,810	2,907,934	(1.8%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>2,868,655</b>	<b>2,961,810</b>	<b>2,907,934</b>	<b>(1.8%)</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	4,448,363	4,364,491	4,437,114	1.7%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>4,448,363</b>	<b>4,364,491</b>	<b>4,437,114</b>	<b>1.7%</b>
<b>TOTAL</b>	<b>GOVERNMENT CENTER DEBT SERVICE FINANCING SOURCES</b>		<b>7,357,335</b>	<b>7,368,066</b>	<b>7,368,722</b>	<b>0.0%</b>
<b>336</b>	<b>2013 COP ANIMAL CARE PROJECT</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	303	307	200	(34.9%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>303</b>	<b>307</b>	<b>200</b>	<b>(34.9%)</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
	OTHER GOVERNMENTAL AGENCIES		417,211	417,211	417,211	0.0%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>417,211</b>	<b>417,211</b>	<b>417,211</b>	<b>0.0%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
	TRANSFER IN-COUNTY CONTRIB		44,970	44,970	44,970	0.0%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>44,970</b>	<b>44,970</b>	<b>44,970</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>2013 COP ANIMAL CARE PROJECT FINANCING SOURCES</b>		<b>462,484</b>	<b>462,488</b>	<b>462,381</b>	<b>(0.0%)</b>
<b>TOTAL</b>	<b>DEBT SERVICE FUNDS FINANCING SOURCES</b>		<b>14,770,022</b>	<b>15,486,591</b>	<b>17,001,180</b>	<b>9.8%</b>
<b>TOTAL ALL FUNDS</b>			<b>1,047,986,587</b>	<b>1,134,264,897</b>	<b>1,170,816,787</b>	<b>3.2%</b>



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

**COUNTY OF SOLANO**  
**SCHEDULE 7**  
**SUMMARY OF FINANCING USES BY FUNCTION AND FUND**  
**GOVERNMENTAL FUNDS**  
**FY2022/23**

DESCRIPTION	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>SUMMARIZATION BY FUNCTION</b>				
GENERAL GOVERNMENT	255,319,794	322,852,472	319,771,583	(1.0%)
PUBLIC PROTECTION	257,191,179	293,615,094	308,860,127	5.2%
PUBLIC WAYS & FAC	27,609,999	27,908,654	24,346,882	(12.8%)
HEALTH & SANITATION	215,511,359	261,382,189	268,013,492	2.5%
PUBLIC ASSISTANCE	196,683,090	204,820,786	225,655,878	10.2%
EDUCATION	23,611,984	32,068,330	31,080,795	(3.1%)
REC & CULTURAL SERVICES	1,714,835	2,065,943	2,217,571	7.3%
DEBT SERVICE	18,973,076	12,795,716	14,857,832	16.1%
<b>TOTAL FINANCING USES BY FUNCTION</b>	<b>996,615,316</b>	<b>1,157,509,184</b>	<b>1,194,804,160</b>	<b>3.2%</b>
<b>APPROPRIATIONS FOR CONTINGENCIES</b>				
001 GENERAL FUND	0	14,000,000	14,000,000	0.0%
004 COUNTY LIBRARY	0	20,985,095	17,605,945	(16.1%)
012 FISH/WILDLIFE PROPAGATION	0	32,478	22,282	(31.4%)
016 PARKS AND RECREATION	0	447,182	437,302	(2.2%)
035 JH REC HALL - WARD WELFARE	0	118,969	110,769	(6.9%)
036 LIBRARY ZONE 1	0	336,349	586,848	74.5%
037 LIBRARY ZONE 2	0	0	866	100.0%
066 LIBRARY ZONE 6	0	779	1,003	28.8%
067 LIBRARY ZONE 7	0	7,938	24,251	205.5%
101 ROAD	0	6,875,484	12,290,181	78.8%
105 HOUSING REHABILITATION	0	73,555	102,420	39.2%
120 HOMEACRES LOAN PROGRAM	0	1,934,659	1,869,013	(3.4%)
151 FIRST 5 FUTURE INITIATIVE	0	421,098	688,195	63.4%
153 FIRST 5 SOLANO	0	3,307,726	4,855,365	46.8%
215 RECORDER SPECIAL REVENUE	0	10,953,183	11,050,618	0.9%
228 LIBRARY - FRIENDS & FOUNDATION	0	56,037	11,140	(80.1%)
233 DISTRICT ATTORNEY SPECIAL REV	0	2,328,610	1,008,455	(56.7%)
241 CIVIL PROCESSING FEES	0	484,391	416,350	(14.0%)
253 SHERIFF'S ASSET SEIZURE	0	139,713	129,894	(7.0%)
263 CJ TEMP CONSTRUCTION	0	317,734	486,859	53.2%

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

DESCRIPTION	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
264 CRTHSE TEMP CONST	0	35,895	19,462	(45.8%)
278 PUBLIC WORKS IMPROVEMENT	0	733,714	1,883,752	156.7%
281 SURVEY MONUMENT PRESERVATION	0	91,262	40,127	(56.0%)
296 PUBLIC FACILITIES FEES	0	43,818,158	47,095,087	7.5%
326 SHERIFF - SPECIAL REVENUE	0	554,813	554,192	(0.1%)
390 TOBACCO PREVENTION & EDUCATION	0	1,095	1,095	0.0%
901 C M F CASES	0	131,913	169,672	28.6%
006 CAPITAL OUTLAY	0	3,560,104	1,296,281	(63.6%)
106 PUBLIC ARTS PROJECTS	0	44,702	4,366	(90.2%)
<b>TOTAL APPROPRIATIONS FOR CONTINGENCIES</b>	<b>0</b>	<b>111,792,636</b>	<b>116,761,790</b>	<b>4.4%</b>
<b>SUBTOTAL FINANCING USES</b>	<b>996,615,316</b>	<b>1,269,301,820</b>	<b>1,311,565,950</b>	<b>3.3%</b>
<b>PROVISIONS FOR OBLIGATED FUND BALANCES</b>				
001 GENERAL FUND	0	6,282,196	5,000,000	(20.4%)
004 COUNTY LIBRARY	0	500,000	1,000,000	100.0%
906 MHSA	0	0	2,004,109	100.0%
902 HEALTH & SOCIAL SERVICES	0	2,939,087	0	(100.0%)
306 PENSION DEBT SERVICE	0	1,104,120	5,107,685	362.6%
<b>TOTAL OBLIGATED FUND BALANCES</b>	<b>0</b>	<b>10,825,403</b>	<b>13,111,794</b>	<b>21.1%</b>
<b>TOTAL FINANCING USES</b>	<b>996,615,316</b>	<b>1,280,127,223</b>	<b>1,324,677,744</b>	<b>3.5%</b>
<b>SUMMARIZATION BY FUND</b>				
001 GENERAL FUND	259,380,545	336,289,293	342,519,084	1.9%
004 COUNTY LIBRARY	20,671,956	50,238,763	46,433,751	(7.6%)
012 FISH/WILDLIFE PROPAGATION	6,895	43,859	33,666	(23.2%)
016 PARKS AND RECREATION	1,714,835	2,513,125	2,654,873	5.6%
035 JH REC HALL - WARD WELFARE	2,462	124,469	115,769	(7.0%)
036 LIBRARY ZONE 1	1,898,849	2,453,638	2,706,997	10.3%
037 LIBRARY ZONE 2	46,709	52,032	48,855	(6.1%)
066 LIBRARY ZONE 6	21,695	26,092	23,588	(9.6%)
067 LIBRARY ZONE 7	527,244	584,188	574,615	(1.6%)
101 ROAD	27,435,426	34,034,138	36,637,063	7.6%
105 HOUSING REHABILITATION	0	73,555	102,420	39.2%

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

DESCRIPTION	2020/21 ACTUAL	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
120 HOMEACRES LOAN PROGRAM	746	2,015,116	1,944,414	(3.5%)
150 HOUSING & URBAN DEVELOPMENT	3,010,491	4,450,000	3,700,000	(16.9%)
151 FIRST 5 FUTURE INITIATIVE	1,284,281	2,036,098	2,352,635	15.5%
152 IN HOME SUPP SVCS-PUBLIC AUTHORITY	17,688,441	19,956,210	21,196,510	6.2%
153 FIRST 5 SOLANO	4,227,410	7,933,788	10,533,378	32.8%
215 RECORDER SPECIAL REVENUE	645,920	11,773,026	12,048,888	2.3%
216 AAA NAPA/SOLANO	4,769,893	3,684,683	6,493,802	76.2%
228 LIBRARY - FRIENDS & FOUNDATION	72,422	270,302	205,405	(24.0%)
233 DISTRICT ATTORNEY SPECIAL REV	1,315,836	3,873,414	2,577,411	(33.5%)
241 CIVIL PROCESSING FEES	145,977	592,224	525,549	(11.3%)
253 SHERIFF'S ASSET SEIZURE	31,195	153,637	148,000	(3.7%)
256 SHERIFF OES	996,894	1,044,864	1,319,498	26.3%
263 CJ TEMP CONSTRUCTION	580,923	769,282	539,539	(29.9%)
264 CRTHSE TEMP CONST	398,418	321,229	256,764	(20.1%)
278 PUBLIC WORKS IMPROVEMENT	174,573	1,483,714	1,883,752	27.0%
281 SURVEY MONUMENT PRESERVATION	3,413	91,599	95,663	4.4%
282 COUNTY DISASTER	16,438,955	5,434,067	857,374	(84.2%)
290 AMERICAN RESCUE PLAN ACT	0	0	12,349,455	100.0%
296 PUBLIC FACILITIES FEES	7,366,506	46,163,412	49,042,557	6.2%
326 SHERIFF - SPECIAL REVENUE	985,160	1,576,670	1,645,747	4.4%
369 CHILD SUPPORT SERVICES	12,406,264	13,126,885	13,429,391	2.3%
390 TOBACCO PREVENTION & EDUCATION	667,363	932,609	563,902	(39.5%)
900 PUBLIC SAFETY	212,999,070	242,209,999	254,120,034	4.9%
901 C M F CASES	533,083	537,054	581,413	8.3%
902 HEALTH & SOCIAL SERVICES	333,185,152	393,587,468	402,702,056	2.3%
903 WORKFORCE DEVELOPMENT BOARD	7,815,571	6,293,319	6,435,132	2.3%
905 COUNTY LOCAL REVENUE FUND 2011	151,356	167,746	200,640	19.6%
906 MHSA	25,240,222	32,038,573	36,556,981	14.1%
006 CAPITAL OUTLAY	12,658,549	32,149,526	19,634,398	(38.9%)
106 PUBLIC ARTS PROJECTS	3,377	47,300	4,648	(90.2%)
107 FAIRGROUNDS DEVELOPMENT PROJ	138,162	5,080,421	8,916,610	75.5%
300 2021 CERTIFICATES OF PARTICIPATION	0	0	2,059,114	100.0%
306 PENSION DEBT SERVICE	11,121,525	6,055,782	10,064,525	66.2%
332 GOVERNMENT CENTER DEBT SERVICE	7,380,142	7,368,066	7,368,722	0.0%
336 2013 COP ANIMAL CARE PROJECT	471,410	475,988	473,156	(0.6%)
<b>TOTAL FINANCING USES</b>	<b>996,615,316</b>	<b>1,280,127,223</b>	<b>1,324,677,744</b>	<b>3.5%</b>

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

**COUNTY OF SOLANO  
SCHEDULE 8  
DETAIL OF FINANCING USES BY FUNCTION, ACTIVITY AND BUDGET UNIT  
GOVERNMENTAL FUNDS  
FY2022/23**

<b>FUNCTION, ACTIVITY AND BUDGET UNIT</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>GENERAL GOVERNMENT</b>				
<b>LEGISLATIVE &amp; ADMIN</b>				
1001 BOS-DISTRICT 1	583,849	620,294	619,144	(0.2%)
1002 BOS-DISTRICT 2	551,237	587,434	594,584	1.2%
1003 BOS-DISTRICT 3	619,722	653,000	628,992	(3.7%)
1004 BOS-DISTRICT 4	597,259	624,267	637,064	2.0%
1005 BOS-DISTRICT 5	547,277	601,794	635,029	5.5%
1008 BOS-ADMINISTRATION	170,896	286,814	283,084	(1.3%)
1100 ADMINISTRATION	4,429,392	5,248,664	5,344,724	1.8%
1101 GENERAL REVENUE	567,585	600,000	600,000	0.0%
1103 EMPLOYEE DEVELOPMENT & TRAINING	593,199	777,191	919,235	18.3%
1450 DELTA WATER ACTIVITIES	795,969	1,299,696	1,054,320	(18.9%)
<b>Total LEGISLATIVE &amp; ADMIN</b>	<b>9,456,385</b>	<b>11,299,154</b>	<b>11,316,176</b>	<b>0.2%</b>
<b>FINANCE</b>				
1150 ASSESSOR	7,968,337	8,942,744	8,917,258	0%
1200 AUDITOR-CONTROLLER	5,539,567	6,217,768	6,593,929	6.0%
1300 TAX COLLECTOR/COUNTY CLERK	2,631,131	2,818,273	2,773,555	(1.6%)
1350 TREASURER	1,029,893	1,155,891	1,238,860	7.2%
<b>Total FINANCE</b>	<b>17,168,928</b>	<b>19,134,676</b>	<b>19,523,602</b>	<b>2.0%</b>
<b>COUNSEL</b>				
1400 COUNTY COUNSEL	4,562,032	5,387,893	5,456,005	1.3%
<b>Total COUNSEL</b>	<b>4,562,032</b>	<b>5,387,893</b>	<b>5,456,005</b>	<b>1.3%</b>
<b>PERSONNEL</b>				
1500 HUMAN RESOURCES	4,316,380	4,847,267	5,940,564	22.6%
<b>Total PERSONNEL</b>	<b>4,316,380</b>	<b>4,847,267</b>	<b>5,940,564</b>	<b>22.6%</b>
<b>ELECTIONS</b>				
1550 REGISTRAR OF VOTERS	5,927,075	8,655,282	6,750,742	(22.0%)
<b>Total ELECTIONS</b>	<b>5,927,075</b>	<b>8,655,282</b>	<b>6,750,742</b>	<b>(22.0%)</b>

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2020/21 ACTUALS	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>PROPERTY MANAGEMENT</b>				
1640 REAL ESTATE SERVICES	912,223	990,747	762,792	(23.0%)
<b>Total PROPERTY MANAGEMENT</b>	<b>912,223</b>	<b>990,747</b>	<b>762,792</b>	<b>(23.0%)</b>
<b>PLANT ACQUISITION</b>				
1700 CAPITAL PROJECTS	12,658,549	28,589,422	18,338,117	(35.9%)
1630 PUBLIC ART	3,377	2,598	282	(89.1%)
1820 FAIRGROUNDS DEVELOPMENT PROJECT	138,162	5,080,421	8,916,610	75.5%
1760 PUBLIC FACILITIES FEES	7,366,506	2,345,254	1,947,470	(17.0%)
<b>Total PLANT ACQUISITION</b>	<b>20,166,595</b>	<b>36,017,695</b>	<b>29,202,479</b>	<b>(18.9%)</b>
<b>PROMOTION</b>				
1750 PROMOTION	129,635	155,515	267,909	72.3%
<b>Total PROMOTION</b>	<b>129,635</b>	<b>155,515</b>	<b>267,909</b>	<b>72.3%</b>
<b>OTHER GENERAL</b>				
1117 GENERAL SERVICES	20,869,706	24,315,112	26,257,015	8.0%
1903 GENERAL EXPENDITURES	174,119,946	213,658,567	213,727,692	0.0%
1904 SURVEYOR/ENGINEER	141,385	140,957	140,921	(0.0%)
1905 COUNTYWIDE COST ALLOCATION PLAN	(4,347,768)	(3,677,106)	(3,734,657)	1.6%
1906 GENERAL FUND OTHER-DEBT SERVICE	1,893,858	1,926,376	4,104,807	113.1%
1950 SURVEY MONUMENT	3,413	337	55,536	16379.5%
<b>Total OTHER GENERAL</b>	<b>192,680,540</b>	<b>236,364,243</b>	<b>240,551,314</b>	<b>1.8%</b>
<b>Total GENERAL GOVERNMENT</b>	<b>255,319,794</b>	<b>322,852,472</b>	<b>319,771,583</b>	<b>(1.0%)</b>
<b>PUBLIC PROTECTION</b>				
<b>JUDICIAL</b>				
2400 GRAND JURY	120,415	132,964	168,672	26.9%
4100 DA SPECIAL REVENUE	1,315,836	1,544,804	1,568,956	1.6%
2480 DEPT OF CHILD SUPPORT SERVICES	12,406,264	13,126,885	13,429,391	2.3%
6500 DISTRICT ATTORNEY	27,926,256	33,471,913	33,659,039	0.6%
6530 PUBLIC DEFENDER	14,687,940	17,459,558	17,967,006	2.9%
6540 ALTERNATE PUBLIC DEFENDER	4,785,318	5,624,560	6,007,155	6.8%
6730 OTHER PUBLIC DEFENSE	2,602,754	3,790,737	3,678,805	(3.0%)
6800 C MF CASES	533,083	405,141	411,741	1.6%
<b>Total JUDICIAL</b>	<b>64,377,868</b>	<b>75,556,562</b>	<b>76,890,765</b>	<b>1.8%</b>

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

<b>FUNCTION, ACTIVITY AND BUDGET UNIT</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>POLICE PROTECTION</b>				
4110 CIVIL PROCESSING FEES	145,977	107,833	109,199	1.3%
4120 SHERIFF ASSET SEIZURE	31,195	13,924	18,106	30.0%
2535 EMERGENCY MGMT PERFORM GRANTS	152,275	87,655	174,718	99.3%
2536 FLOOD EMERGENCY RESPONSE GRANT	27,679	38,000	70,897	86.6%
2537 HAZARD MITIGATION GRANTS	168,748	23,070	0	(100.0%)
2538 URBAN AREAS SEC INITIATIVE	241,908	114,126	207,573	81.9%
2539 HOMELAND SECURITY GRANTS	406,284	782,013	866,310	10.8%
4050 AUTOMATED IDENTIFICATION	420,826	453,157	503,018	11.0%
4052 VEHICLE THEFT INVES/RECOVERY	564,334	568,700	588,537	3.5%
6550 SHERIFF	119,439,614	133,645,784	141,199,608	5.7%
<b>Total POLICE PROTECTION</b>	<b>121,598,840</b>	<b>135,834,262</b>	<b>143,737,966</b>	<b>5.8%</b>
<b>DETENTION &amp; CORRECT</b>				
8035 JH REC HALL - WARD WELFARE	2,462	5,500	5,000	(9.1%)
4130 CJ FAC TEMP CONST FUND	580,923	451,548	52,680	(88.3%)
4140 CRTHSE TEMP CONST FUND	398,418	285,334	237,302	(16.8%)
6650 PROBATION	43,557,187	48,217,447	51,608,421	7.0%
6901 2011 REALIGNMENT-ADMINISTRATION	151,356	167,746	200,640	19.6%
<b>Total DETENTION &amp; CORRECT</b>	<b>44,690,346</b>	<b>49,127,575</b>	<b>52,104,043</b>	<b>6.1%</b>
<b>PROTECTION &amp; INSPECT</b>				
2830 AGRICULTURAL COMMISSIONER	4,222,631	4,987,570	5,971,002	19.7%
2850 ANIMAL CARE SERVICES	4,271,917	4,772,169	5,054,855	5.9%
<b>Total PROTECTION &amp; INSPECT</b>	<b>8,494,548</b>	<b>9,759,739</b>	<b>11,025,857</b>	<b>13.0%</b>
<b>OTHER PROTECTION</b>				
2909 RECORDER	1,947,147	2,137,667	2,288,334	7.0%
2910 RESOURCE MANAGEMENT	11,378,635	14,854,338	17,007,072	14.5%
5500 OFFICE OF FAMILY VIOLENCE PREV	1,039,743	983,270	1,021,035	3.8%
2950 FISH/WILDLIFE PROPAGATION PROG	6,895	11,381	11,384	0.0%
8220 HOMEACRES LOAN PROGRAM	746	80,457	75,401	(6.3%)
1510 HOUSING & URBAN DEVELOPMENT	3,010,491	4,450,000	3,700,000	(16.9%)
4000 RECORDER SPECIAL REVENUE	645,920	819,843	998,270	21.8%
<b>Total OTHER PROTECTION</b>	<b>18,029,577</b>	<b>23,336,956</b>	<b>25,101,496</b>	<b>7.6%</b>
<b>Total PUBLIC PROTECTION</b>	<b>257,191,179</b>	<b>293,615,094</b>	<b>308,860,127</b>	<b>5.2%</b>

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2020/21 ACTUALS	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>PUBLIC WAYS &amp; FACILITIES</b>				
<b>PUBLIC WAYS</b>				
3010 TRANSPORTATION DEPARTMENT	27,423,274	27,143,543	24,339,326	(10.3%)
3030 REGIONAL TRANSPORTATION PROJECT	12,153	15,111	7,556	(50.0%)
3020 PUBLIC WORKS IMPROVEMENT	174,573	750,000	0	(100.0%)
<b>Total PUBLIC WAYS</b>	<b>27,609,999</b>	<b>27,908,654</b>	<b>24,346,882</b>	<b>(12.8%)</b>
<b>Total PUBLIC WAYS &amp; FACILITIES</b>	<b>27,609,999</b>	<b>27,908,654</b>	<b>24,346,882</b>	<b>(12.8%)</b>
<b>HEALTH &amp; SANITATION</b>				
<b>HEALTH</b>				
1520 IN HOME SUPP SVCS-PUBLIC AUTHORITY	17,688,441	19,956,210	21,196,510	6.2%
1530 FIRST 5 SOLANO	4,227,410	4,626,062	5,678,013	22.7%
7950 TOBACCO PREVENTION & EDUCATION	667,363	931,514	562,807	(39.6%)
7580 FAMILY HEALTH SERVICES	25,750,378	31,535,483	32,452,430	2.9%
7690 IN-HOME SUPPORTIVE SERVICES PA	647,785	855,338	908,258	6.2%
7780 BEHAVIORAL HEALTH	92,850,325	110,985,167	115,856,894	4.4%
7880 HEALTH SERVICES	48,439,435	60,453,842	56,805,708	(6.0%)
9600 MHSA	25,240,222	32,038,573	34,552,872	7.8%
<b>Total HEALTH</b>	<b>215,511,359</b>	<b>261,382,189</b>	<b>268,013,492</b>	<b>2.5%</b>
<b>Total HEALTH &amp; SANITATION</b>	<b>215,511,359</b>	<b>261,382,189</b>	<b>268,013,492</b>	<b>2.5%</b>
<b>PUBLIC ASSISTANCE</b>				
<b>ADMINISTRATION</b>				
1570 GRANTS/PROGRAMS ADMIN	1,284,281	1,615,000	1,664,440	3.1%
7501 ADMINISTRATION DIVISION	3,849,979	3,907,647	2,172,979	(44.4%)
7680 SOCIAL SERVICES DEPARTMENT	107,964,598	124,278,650	135,819,324	9.3%
7900 ASSISTANCE PROGRAMS	53,682,650	58,632,254	58,686,463	0.1%
<b>Total ADMINISTRATION</b>	<b>166,781,509</b>	<b>188,433,551</b>	<b>198,343,206</b>	<b>5.3%</b>
<b>GENERAL RELIEF</b>				
5460 IND BURIAL VETS CEM CARE	24,948	36,704	36,348	(1.0%)
<b>Total GENERAL RELIEF</b>	<b>24,948</b>	<b>36,704</b>	<b>36,348</b>	<b>(1.0%)</b>
<b>VETERANS SERVICES</b>				
5800 VETERANS SERVICE	852,215	938,462	1,140,561	21.5%
<b>Total VETERANS SERVICES</b>	<b>852,215</b>	<b>938,462</b>	<b>1,140,561</b>	<b>21.5%</b>

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

<b>FUNCTION, ACTIVITY AND BUDGET UNIT</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>OTHER ASSISTANCE</b>				
2160 AAA FOR NAPA/SOLANO	4,769,893	3,684,683	6,493,802	76.2%
5908 COUNTY DISASTER	16,438,955	5,434,067	857,374	(84.2%)
2960 ARPA - COUNTY SLFRF	0	0	12,349,455	100.0%
7200 WORKFORCE INVESTMENT BOARD	7,815,571	6,293,319	6,435,132	2.3%
<b>Total OTHER ASSISTANCE</b>	<b>29,024,418</b>	<b>15,412,069</b>	<b>26,135,763</b>	<b>69.6%</b>
<b>Total PUBLIC ASSISTANCE</b>	<b>196,683,090</b>	<b>204,820,786</b>	<b>225,655,878</b>	<b>10.2%</b>
<b>EDUCATION</b>				
<b>LIBRARY SERVICES</b>				
6300 LIBRARY	20,671,956	28,753,668	27,827,806	(3.2%)
6150 LIBRARY ZONE 1	1,898,849	2,117,289	2,120,149	0.1%
6180 LIBRARY ZONE 2	46,709	52,032	47,989	(7.8%)
6166 LIBRARY ZONE 6	21,695	25,313	22,585	(10.8%)
6167 LIBRARY ZONE 7	527,244	576,250	550,364	(4.5%)
2280 LIBRARY - FRIENDS & FOUNDATION	72,422	214,265	194,265	(9.3%)
<b>Total LIBRARY SERVICES</b>	<b>23,238,875</b>	<b>31,738,817</b>	<b>30,763,158</b>	<b>(3.1%)</b>
<b>AGRICULTURAL EDUCATION</b>				
6200 COOPERATIVE EXT SVCE	373,108	329,513	317,637	(3.6%)
<b>Total AGRICULTURAL EDUCATION</b>	<b>373,108</b>	<b>329,513</b>	<b>317,637</b>	<b>(3.6%)</b>
<b>Total EDUCATION</b>	<b>23,611,984</b>	<b>32,068,330</b>	<b>31,080,795</b>	<b>(3.1%)</b>
<b>RECREATION &amp; CULTURAL SERVICES</b>				
<b>RECREATION FACILITY</b>				
7000 PARKS & RECREATION	1,714,835	2,065,943	2,217,571	7.3%
<b>Total RECREATION FACILITY</b>	<b>1,714,835</b>	<b>2,065,943</b>	<b>2,217,571</b>	<b>7.3%</b>
<b>Total RECREATION &amp; CULTURAL SERVICES</b>	<b>1,714,835</b>	<b>2,065,943</b>	<b>2,217,571</b>	<b>7.3%</b>



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

FUNCTION, ACTIVITY AND BUDGET UNIT	2020/21 ACTUALS	2021/22 ADOPTED	2022/23 RECOMMENDED	PERCENT CHANGE
<b>DEBT SERVICE</b>				
<b>RETIRE-LONG TERM DEBT</b>				
8000 2021 CERTIFICATES OF PARTICIPATION	0	0	2,059,114	100.0%
8006 PENSION DEBT SERVICE FUND	11,121,525	4,951,662	4,956,840	0.1%
8037 2017 CERTIFICATES OF PARTICIPATION	7,380,142	7,368,066	7,368,722	0.0%
8036 2013 COP ANIMAL CARE PROJECT	471,410	475,988	473,156	(0.6%)
<b>Total RETIRE-LONG TERM DEBT</b>	<b>18,973,076</b>	<b>12,795,716</b>	<b>14,857,832</b>	<b>16.1%</b>
<b>Total DEBT SERVICE</b>	<b>18,973,076</b>	<b>12,795,716</b>	<b>14,857,832</b>	<b>16.1%</b>
<b>GRAND TOTAL FINANCING USES BY FUNCTION</b>	<b>996,615,316</b>	<b>1,157,509,184</b>	<b>1,194,804,160</b>	<b>3.2%</b>

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

**COUNTY OF SOLANO  
STATE OF CALIFORNIA  
GENERAL FUND FINANCING SOURCES AND USES  
FISCAL YEAR 2022/2023**

<b>FINANCING SOURCES AND USES CLASSIFICATIONS</b>	<b>2021/22 ADOPTED</b>	<b>2022/23 RECOMMENDED</b>	<b>DIFFERENCE</b>	<b>PERCENTAGE CHANGE</b>
<b>FINANCING SOURCES</b>				
TAXES	202,684,865	217,258,030	14,573,165	7.2%
LICENSES, PERMITS & FRANCHISE	8,578,762	9,216,031	637,269	7.4%
FINES, FORFEITURES, & PENALTY	946,600	1,001,800	55,200	5.8%
REVENUE FROM USE OF MONEY/PROPERTY	1,849,314	1,963,773	114,459	6.2%
INTERGOVERNMENTAL REV STATE	5,241,857	6,474,985	1,233,128	23.5%
INTERGOVERNMENTAL REV FEDERAL	104,128	5,000	(99,128)	(95.2%)
INTERGOVERNMENTAL REV OTHER	2,933,210	2,687,170	(246,040)	(8.4%)
CHARGES FOR SERVICES	54,198,757	55,903,012	1,704,255	3.1%
MISC REVENUE	2,068,242	2,133,263	65,021	3.1%
OTHER FINANCING SOURCES	80,000	80,000	0	0.0%
FROM RESERVE	1,500,000	1,500,000	0	0.0%
<b>TOTAL FINANCING SOURCES</b>	<b>280,185,735</b>	<b>298,223,064</b>	<b>18,037,329</b>	<b>6.4%</b>
<b>FINANCING USES</b>				
SALARIES AND EMPLOYEE BENEFITS	64,546,804	69,397,268	4,850,464	7.5%
SERVICES AND SUPPLIES	33,569,155	34,505,181	936,026	2.8%
OTHER CHARGES	13,898,834	14,012,957	114,123	0.8%
F/A EQUIPMENT	51,020	76,440	25,420	49.8%
OTHER FINANCING USES	203,941,284	205,527,238	1,585,954	0.8%
CONTINGENCIES AND RESERVES	20,282,196	19,000,000	(1,282,196)	(6.3%)
<b>TOTAL FINANCING USES</b>	<b>336,289,293</b>	<b>342,519,084</b>	<b>6,229,791</b>	<b>1.9%</b>
<b>NET COUNTY COST</b>	<b>56,103,558</b>	<b>44,296,020</b>	<b>(11,807,538)</b>	<b>(21.0%)</b>

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

**COUNTY OF SOLANO**  
**STATE OF CALIFORNIA**  
**GOVERNMENTAL FUNDS FINANCING SOURCES AND USES**  
**FOR THE FISCAL YEAR 2022/2023**

FINANCING SOURCES AND USES CLASSIFICATIONS	2021/22 ADOPTED	2022/23 RECOMMENDED	DIFFERENCE	PERCENTAGE CHANGE
<b>FINANCING SOURCES</b>				
TAXES	225,017,067	241,860,920	16,843,853	7.5%
LICENSES, PERMITS & FRANCHISE	9,002,633	9,651,871	649,238	7.2%
FINES, FORFEITURES, & PENALTY	2,937,067	2,985,877	48,810	1.7%
REVENUE FROM USE OF MONEY/PROPERTY	4,751,397	3,563,589	(1,187,808)	(25.0%)
INTERGOVERNMENTAL REV STATE	322,320,299	333,241,108	10,920,809	3.4%
INTERGOVERNMENTAL REV FEDERAL	175,199,589	178,234,262	3,034,673	1.7%
INTERGOVERNMENTAL REV OTHER	8,317,912	9,366,506	1,048,594	12.6%
CHARGES FOR SERVICES	115,162,619	118,936,152	3,773,533	3.3%
MISC REVENUE	9,923,414	10,414,323	490,909	4.9%
OTHER FINANCING SOURCES	60,819,664	62,277,360	1,457,696	2.4%
GENERAL FUND CONTRIBUTION	200,813,237	200,284,818	(528,419)	(0.3%)
FROM RESERVE	13,599,479	7,017,715	(6,581,764)	(48.4%)
<b>TOTAL FINANCING SOURCES</b>	<b>1,147,864,376</b>	<b>1,177,834,502</b>	<b>29,970,126</b>	<b>2.6%</b>
<b>FINANCING USES</b>				
SALARIES AND EMPLOYEE BENEFITS	451,739,930	472,845,109	21,105,179	4.7%
SERVICES AND SUPPLIES	165,805,914	182,147,753	16,341,839	9.9%
OTHER CHARGES	247,602,415	259,180,881	11,578,466	4.7%
F/A LAND	119,000	99,000	(20,000)	(16.8%)
F/A BLDGS AND IMPRMTS	37,207,543	20,450,776	(16,756,767)	(45.0%)
F/A EQUIPMENT	3,870,591	5,468,090	1,597,499	41.3%
F/A - INTANGIBLES	540,000	540,000	0	(100.0%)
OTHER FINANCING USES	250,623,791	254,072,551	3,448,760	1.4%
CONTINGENCIES AND RESERVES	122,618,039	129,873,584	7,255,545	5.9%
<b>TOTAL FINANCING USES</b>	<b>1,280,127,223</b>	<b>1,324,677,744</b>	<b>44,550,521</b>	<b>3.5%</b>
<b>NET COUNTY COST</b>	<b>132,262,847</b>	<b>146,843,242</b>	<b>14,580,395</b>	<b>11.0%</b>

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

**COUNTY OF SOLANO**  
**OPERATING TRANSFERS OUT/IN**  
**FY2022/23**

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>001 - GENERAL FUND</b>		
1001 - BOS-DISTRICT 1	4,768	0
1002 - BOS-DISTRICT 2	2,802	0
1003 - BOS-DISTRICT 3	4,938	0
1004 - BOS-DISTRICT 4	4,874	0
1005 - BOS-DISTRICT 5	2,837	0
1100 - ADMINISTRATION	45,988	0
1103 - EMPLOYEE DEVELOPMENT & TRAINING	5,597	0
1117 - GENERAL SERVICES	117,050	0
1150 - ASSESSOR	62,897	0
1200 - AUDITOR-CONTROLLER	56,527	0
1300 - TAX COLLECTOR/COUNTY CLERK	16,127	0
1350 - TREASURER	5,667	0
1400 - COUNTY COUNSEL	54,286	0
1450 - DELTA WATER ACTIVITIES	4,717	0
1500 - HUMAN RESOURCES	45,058	0
1550 - REGISTRAR OF VOTERS	12,720	0
1640 - REAL ESTATE SERVICES	1,656	0
1903 - GENERAL EXPENDITURES	200,705,710	0
1906 - GENERAL FUND OTHER-DEBT SERVICE	4,104,807	0
2830 - AGRICULTURAL COMMISSIONER	41,751	0
2850 - ANIMAL CARE SERVICES	32,385	0
2909 - RECORDER	15,249	0
2910 - RESOURCE MANAGEMENT	164,117	0
5500 - OFFICE OF FAMILY VIOLENCE PREVENTION	5,872	0
5800 - VETERANS SERVICE	8,838	0
<b>FUND TOTAL</b>	<b><u>205,527,238</u></b>	<b><u>0</u></b>
<b>004 - COUNTY LIBRARY</b>		
6300 - LIBRARY	201,443	3,036,522
<b>FUND TOTAL</b>	<b><u>201,443</u></b>	<b><u>3,036,522</u></b>
<b>006 - CAPITAL OUTLAY</b>		
1700 - CAPITAL PROJECTS	900,282	8,166,917
<b>FUND TOTAL</b>	<b><u>900,282</u></b>	<b><u>8,166,917</u></b>
<b>016 - PARKS AND RECREATION</b>		
7000 - PARKS & RECREATION	54,537	625,000
<b>FUND TOTAL</b>	<b><u>54,537</u></b>	<b><u>625,000</u></b>

**State of California  
Operating Transfers-Out/In**

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>034 - FLEET MANAGEMENT</b>		
3100 - FLEET MANAGEMENT	13,535	198,500
<b>FUND TOTAL</b>	<b>13,535</b>	<b>198,500</b>
<b>036 - LIBRARY ZONE 1</b>		
6150 - LIBRARY ZONE 1	2,098,641	0
<b>FUND TOTAL</b>	<b>2,098,641</b>	<b>0</b>
<b>037 - LIBRARY ZONE 2</b>		
6180 - LIBRARY ZONE 2	45,156	0
<b>FUND TOTAL</b>	<b>45,156</b>	<b>0</b>
<b>046 - COUNTY CONSOLIDATED SERVICE AREA</b>		
9746 - COUNTY CONSOLIDATED SERVICE AREA	35,000	0
<b>FUND TOTAL</b>	<b>35,000</b>	<b>0</b>
<b>047 - AIRPORT ENTERPRISE</b>		
9000 - AIRPORT	214,859	10,000
<b>FUND TOTAL</b>	<b>214,859</b>	<b>10,000</b>
<b>060 - RISK MANAGEMENT</b>		
1830 - RISK MANAGEMENT	13,061	0
<b>FUND TOTAL</b>	<b>13,061</b>	<b>0</b>
<b>066 - LIBRARY ZONE 6</b>		
6166 - LIBRARY ZONE 6	21,987	0
<b>FUND TOTAL</b>	<b>21,987</b>	<b>0</b>
<b>067 - LIBRARY ZONE 7</b>		
6167 - LIBRARY ZONE 7	538,087	0
<b>FUND TOTAL</b>	<b>538,087</b>	<b>0</b>
<b>101 - ROAD</b>		
3010 - TRANSPORTATION DEPARTMENT	97,012	37,000
<b>FUND TOTAL</b>	<b>97,012</b>	<b>37,000</b>
<b>106 - PUBLIC ARTS PROJECTS</b>		
1630 - PUBLIC ART	0	282
<b>FUND TOTAL</b>	<b>0</b>	<b>282</b>
<b>107 - FAIRGROUNDS DEVELOPMENT PROJECT</b>		
1820 - FAIRGROUNDS DEVELOPMENT PROJECT	0	4,000,000
<b>FUND TOTAL</b>	<b>0</b>	<b>4,000,000</b>
<b>151 - FIRST 5 FUTURE INITIATIVE</b>		
1570 - GRANTS/PROGRAMS ADMIN	0	1,664,440
<b>FUND TOTAL</b>	<b>0</b>	<b>1,664,440</b>

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

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>152 - IN HOME SUPP SVCS-PUBLIC AUTHORITY</b>		
1520 - IN HOME SUPP SVCS-PUBLIC AUTHORITY	892,658	9,470,693
<b>FUND TOTAL</b>	<b>892,658</b>	<b>9,470,693</b>
<b>153 - FIRST 5 SOLANO</b>		
1530 - FIRST 5 SOLANO	11,784	0
<b>FUND TOTAL</b>	<b>11,784</b>	<b>0</b>
<b>216 - AAA NAPA/SOLANO</b>		
2160 - AAA FOR NAPA/SOLANO	794,012	380,887
<b>FUND TOTAL</b>	<b>794,012</b>	<b>380,887</b>
<b>233 - DISTRICT ATTORNEY SPECIAL REVENUE</b>		
4100 - DA SPECIAL REVENUE	1,568,769	0
<b>FUND TOTAL</b>	<b>1,568,769</b>	<b>0</b>
<b>241 - CIVIL PROCESSING FEES</b>		
4110 - CIVIL PROCESSING FEES	109,199	0
<b>FUND TOTAL</b>	<b>109,199</b>	<b>0</b>
<b>253 - SHERIFF'S ASSET SEIZURE</b>		
4120 - SHERIFF ASSET SEIZURE	18,458	0
<b>FUND TOTAL</b>	<b>18,458</b>	<b>0</b>
<b>263 - CRIMINAL JUSTICE TEMP CONSTRUCTION FUND</b>		
4130 - CRIMINAL JUSTICE FAC TEMP CONST FUND	50,000	0
<b>FUND TOTAL</b>	<b>50,000</b>	<b>0</b>
<b>264 - COURTHOUSE TEMP CONST FUND</b>		
4140 - COURTHOUSE TEMP CONST FUND	234,625	0
<b>FUND TOTAL</b>	<b>234,625</b>	<b>0</b>
<b>296 - PUBLIC FACILITIES FEES</b>		
1760 - PUBLIC FACILITIES FEES	1,301,766	0
<b>FUND TOTAL</b>	<b>1,301,766</b>	<b>0</b>
<b>300 - 2021 CERTIFICATES OF PARTICIPATION</b>		
8000 - 2021 CERTIFICATES OF PARTICIPATION	0	2,059,114
<b>FUND TOTAL</b>	<b>0</b>	<b>2,059,114</b>
<b>306 - PENSION DEBT SERVICE FUND</b>		
8006 - PENSION DEBT SERVICE FUND	0	5,538,180
<b>FUND TOTAL</b>	<b>0</b>	<b>5,538,180</b>
<b>310 - SPECIAL AVIATION</b>		
9050 - SPECIAL AVIATION	10,000	210,915
<b>FUND TOTAL</b>	<b>10,000</b>	<b>210,915</b>

**State of California  
Operating Transfers-Out/In**

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>326 - SHERIFF - SPECIAL REVENUE</b>		
4050 - AUTOMATED IDENTIFICATION	492,859	0
4052 - VEHICLE THEFT INVES/RECOVERY	7,143	0
<b>FUND TOTAL</b>	<b>500,002</b>	<b>0</b>
<b>332 - GOVERNMENT CENTER DEBT SERVICE</b>		
8037 - 2017 CERTIFICATES OF PARTICIPATION	0	4,437,114
<b>FUND TOTAL</b>	<b>0</b>	<b>4,437,114</b>
<b>336 - 2013 COP ANIMAL CARE PROJECT</b>		
8036 - 2013 COP ANIMAL CARE PROJECT	0	44,970
<b>FUND TOTAL</b>	<b>0</b>	<b>44,970</b>
<b>369 - CHILD SUPPORT SERVICES</b>		
2480 - DEPT OF CHILD SUPPORT SERVICES	110,707	0
<b>FUND TOTAL</b>	<b>110,707</b>	<b>0</b>
<b>370 - DEPARTMENT OF INFO TECHNOLOGY</b>		
1870 - DEPARTMENT OF INFO TECHNOLOGY	140,031	0
<b>FUND TOTAL</b>	<b>140,031</b>	<b>0</b>
<b>390 - TOBACCO PREVENTION &amp; EDUCATION</b>		
7950 - TOBACCO PREVENTION & EDUCATION	2,901	0
<b>FUND TOTAL</b>	<b>2,901</b>	<b>0</b>
<b>900 - PUBLIC SAFETY</b>		
6500 - DISTRICT ATTORNEY	293,681	21,537,034
6530 - PUBLIC DEFENDER	151,174	16,327,452
6540 - ALTERNATE PUBLIC DEFENDER	48,279	5,803,864
6550 - SHERIFF	1,482,119	78,798,635
6650 - PROBATION	527,867	25,135,813
6730 - OTHER PUBLIC DEFENSE	0	3,678,805
<b>FUND TOTAL</b>	<b>2,503,120</b>	<b>151,281,603</b>
<b>902 - HEALTH &amp; SOCIAL SERVICES</b>		
7501 - ADMINISTRATION DIVISION	136,922	1,563,745
7580 - FAMILY HEALTH SERVICES	225,218	1,337,437
7680 - SOCIAL SERVICES DEPARTMENT	889,709	10,010,752
7690 - IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY	7,213	892,658
7780 - BEHAVIORAL HEALTH	383,854	41,006,100
7880 - HEALTH SERVICES	294,825	2,249,471
7900 - ASSISTANCE PROGRAMS	0	6,276,737
<b>FUND TOTAL</b>	<b>1,937,741</b>	<b>63,336,900</b>
<b>906 - MHSA</b>		
9600 - MHSA	34,552,426	0
<b>FUND TOTAL</b>	<b>34,552,426</b>	<b>0</b>
<b>TOTAL</b>	<b>254,499,037</b>	<b>254,499,037</b>

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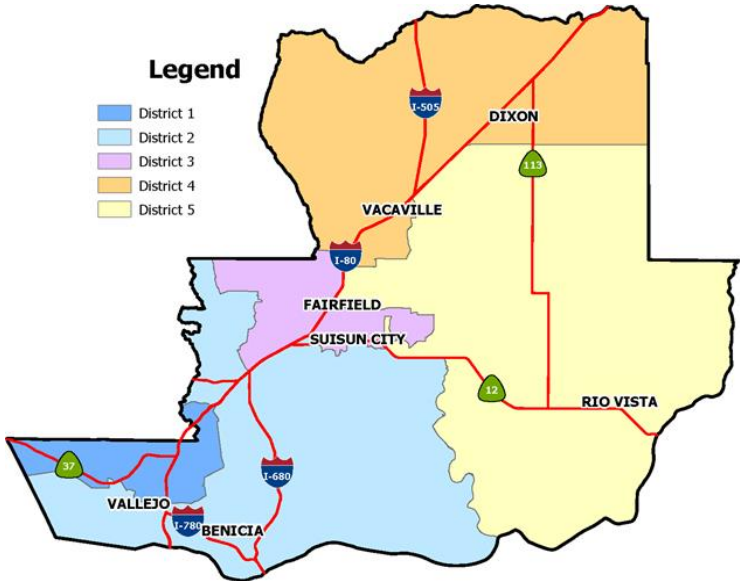


## Board of Supervisors



James P. Spring-District 3, Erin Hannigan-District 1, Mitch Mashburn-District 5, Monica Brown-District 2, John M. Vasquez-District 4  
Picture Taken: January 2021

## County of Solano



## 1000 – Fund 001-Board of Supervisors

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

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### STATEMENT OF PURPOSE

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

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

The Board approves and sets priorities for an annual balanced budget for operations of County government, including general government, public protection, public assistance, health and sanitation, as well as education and recreation and is committed to remaining fiscally prudent. To provide these service needs, the County's budget is linked to the State and federal budgets as well as the nation's economy.

We are optimistic about the future of Solano County. We continue to recover from the ongoing COVID-19 pandemic by providing leadership and support to our health care professionals and making sure vaccine and testing is available to residents. We have also made it a priority to ensure essential services are there to assist those impacted during this time. This has included an Emergency Rental Assistance Program in which more than \$10 million was made available to Solano County residents. With our American Rescue Plan Act funding, we have invested in our Small Business Development and Workforce Development Centers, affordable housing projects, before and after-school care for children as well as created a housing trust fund to ensure that future affordable housing projects have the necessary funding to take them from the planning phase to construction.

The Board's responsibilities include:

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

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	616,372
FY2022/23 Recommended:	619,144
County General Fund Contribution:	619,144
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 at the Douglas Center 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**

2020 and 2021 were unprecedented years in our Nation’s history with the COVID-19 pandemic and racial discourse. Through the early months of the pandemic Supervisor Hannigan led the County discussion on the Shelter at Home (SAH) order, worked with local, regional, and statewide leadership to understand the complexities of SAH, virus transmission and the multitude of orders and changes to orders as put forward by Governor Newsom and the CA Department of Public Health (CDPH) and implemented in Solano County by our Public Health staff. Supervisor Hannigan also assisted Public Health with messaging, provided personal protective equipment to seniors, and involved Elected Officials countywide in updates regarding the COVID-19 virus. The updates gave elected officials the opportunity to ask questions and receive information about COVID-19 treatments, virus spread and containment, vaccines, and the tiering systems as ordered by the CDPH for opening and closing of businesses and schools. During the early months of the SAH, the Supervisor, along with the County Administrator’s support, brought back former Health and Social Services Director Patrick Duterte to lead an effort to work with our County volunteer coordinator Rhonda Smith to set up a warm line and contact all registered voters over the age of 65 to offer help with basic needs and accessing personal protective equipment. Over 35,000 people were contacted within a few months.

Supervisor Hannigan and City of Suisun City Councilmember Wanda Williams were assisted by Public Health Specialist Kirbee Brooks in creating a Health Equity Cohort to address health advocacy in the medical environment, introduction to healthy eating and exercise habits and discussions around the flu vaccine and the inevitable COVID-19 vaccine. The cohort was comprised of local influential and health-conscious African American women who met consistently twice monthly, once for training and another for fellowship for over 6 months. In our first meeting of January 2021, all participants indicated they would receive the vaccine and would share with their family and personal networks (friends, churches, Sororities, and clubs). In January 2022, the Solano Health Equity Committee hosted a virtual Film Screen & Panel Discussion with over 100 participants. The Centers for Disease Control-Kaiser Permanente Adverse Childhood Experiences (ACEs) study is one of the largest investigations of childhood abuse and neglect, household challenges later in life, health, and well-being.

Supervisor Hannigan has participated and presented in several COVID-19 vaccine advocacy events throughout her district.

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, Public Art Committee, the Lakes Water Policy Committee, Health & Social 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 an Instructor for the New Supervisors Institute.

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

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

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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 State Route 37 Corridor Policy Committee. In January of 2021, Supervisor Hannigan joined the Board of Directors of the Bay Area Air Quality Management District.

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 over the years include Catholic Charities, Children’s Network, Food Bank of Contra Costa and Solano, Meals on Wheels, Shelter Inc. Solano, Solano Dream Center, Sparrow Project, Community Action North Bay, and Child Start.
- Supervisor Hannigan developed a partnership with the Yocha Dehe Wintun Nation which continues in this fifth year with contributions totaling \$4,750,000 to assist people in need in Solano County. This year’s 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 to providing programs related to Early Learning, School Readiness, Social Engagement & Peer Support as well as Community Resource Information at the First 5 Center in Vallejo. \$100,000 is allocated in order to open another First 5 Center in Fairfield. The project with Family Health Services continues with an additional \$150,000 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. Under the supervision of our Probation Department, \$100,000 is invested to provide youth mentoring services in a project that helps young people and youth in transition through and out of Probation. Vibe Solano is funded with \$150,000 to provide Innovative Equity Engagement focused on reducing health disparities in Solano County. From Early Learning to Senior Safety and from Farm to Fork, the County is committed to innovation in improving health outcomes in the lives of those who may otherwise fall through the cracks.
- Ongoing programs that were previously funded offer High School Diplomas and Transportation for Seniors. Through a match with funding from the State Library, our libraries continue to offer adults the opportunity to earn a High School Diploma. Through our partnership with the Solano Transportation Authority, we have identified the great need to improve transportation options for seniors, especially those with mobility issues. Prior 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.
- The partnership with the Yocha Dehe Wintun Nation dovetails into her 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.
- After a two-year process, in February of 2020, 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 sexually exploited children in Solano County. The CSEC Steering Committee convenes quarterly, and includes activity reports from member agencies, updated prevalence data, reports from contractors, and legislative updates. Solano County CWS formally joined the 10-County collaborative Preventing and Addressing Child Trafficking (PACT) through the Child & Family Policy Institute of California as a three-year project of CDSS in December 2020. PACT presented at the quarterly CSEC Steering Committee on January 21, 2021 and included developing information and trends in labor and other types of trafficking.
- 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 Congressional members 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.
- SB 365 was passed by the California State Legislature and signed by the Governor giving Solano County the foundation to develop a countywide 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 are working to establish a report card on the status of women and girls. 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 takes place every Friday at 9:00 am along the Vallejo Waterfront.
- 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 should be to protect the existing roadway while exploring options to accommodate long-term solutions to address the traffic demands with a balance of short-term solutions.
- During the 2020 County budget discussions, Supervisor Hannigan put forward an Equity Initiative along with \$150,000 to offset the projected costs of hiring a consultant to assist the County with an internal review of equity policies, practices and

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

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procedures. Supervisors Hannigan and Vasquez are appointed to the subcommittee and anticipate the equity review to address recruitment, hiring, mentoring, promotion and all other employee related activities with the intention of improving our ability to support a diverse workforce at all levels that mirrors the diversity of the residents in our County.

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 a decrease of \$1,150 or 0.2% in appropriations when compared to the FY2021/22 Adopted Budget primarily due to a net decrease in Salaries and Employee Benefits, resulting from a reduction in PARS Retirement and changes in health benefit costs. Additionally, the Recommended Budget includes increases in Services and Supplies due to increase in insurance and central data processing charges, partially offset by decreases 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.

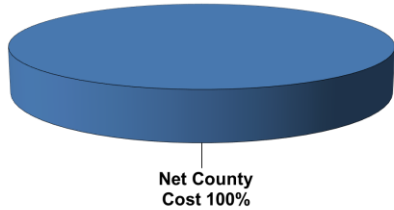
Supervisor Hannigan and her staff continue to be significantly involved in legislative issues at all levels of government. Supervisor Hannigan works to ensure that the County's interests are included in discussions of legislation in the City of Vallejo, the State of California, and at our Nation's Capital.

The Solano360 project is a partnership between Solano County and the City of Vallejo largely located in District 1. 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 and 2021, 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.

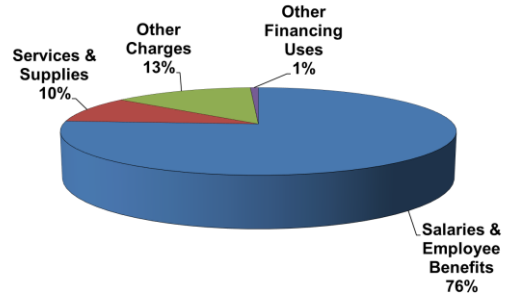
Supervisor Hannigan is honored to serve as a member of the Solano County Board of Supervisors. With the assistance of her staff, she is able to serve as a strong conduit between the Board of Supervisors and the County Administration. Supervisor Hannigan enjoys representing the County and Board of Supervisors 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 often says, “I love the work I do and will always work to further improve our community.” In January 2021, Supervisor Hannigan began her 3<sup>rd</sup> term as County Supervisor representing District 1.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	74	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>74</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	448,483	473,193	470,899	(2,294)	(0.5%)
SERVICES AND SUPPLIES	43,170	58,696	60,135	1,439	2.5%
OTHER CHARGES	87,621	83,546	83,242	(304)	(0.4%)
OTHER FINANCING USES	4,527	4,759	4,768	9	0.2%
INTRA-FUND TRANSFERS	48	100	100	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>583,849</b>	<b>620,294</b>	<b>619,144</b>	<b>(1,150)</b>	<b>(0.2%)</b>
<b>NET COUNTY COST</b>	<b>583,849</b>	<b>620,294</b>	<b>619,144</b>	<b>(1,150)</b>	<b>(0.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

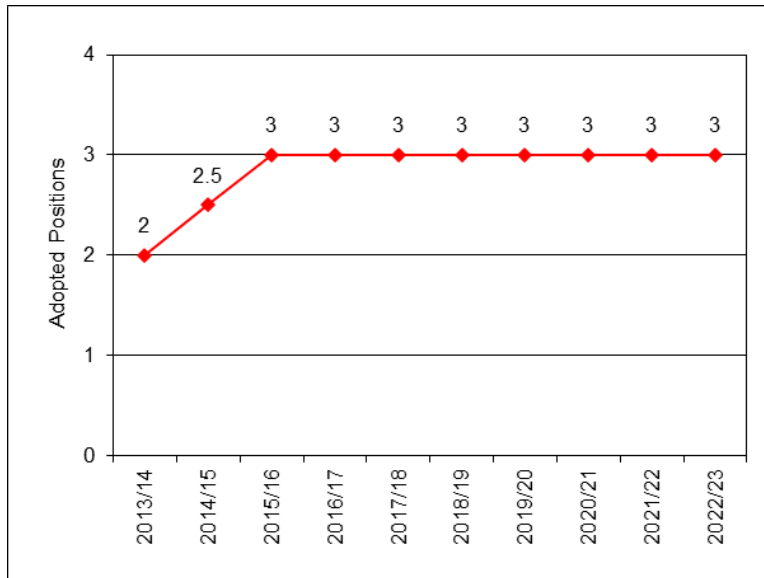
None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

Erin Hannigan  
Legislative & Administration

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	588,191
FY2022/23 Recommended:	594,584
County General Fund Contribution:	594,584
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 serves on the oversight board 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, Vallejo Sanitation & Flood Control District (Alternate), Historical Records Committee and the Solano Children’s Alliance.

Challenges:

- The COVID-19 pandemic created a significant number of challenges including budgets, in-person meetings, information dissemination, and continuously changing orders at the state and local level.
- Emergency wildfire response throughout the County has also been a significant undertaking and required reallocation of resources to respond.
- There continues to be challenges with managing air quality and environmental issues in District 2.
- The lack of a weed abatement ordinance.

Accomplishments:

- Serves on the oversight committee of the reformed Area Agency on Aging of Napa and Solano Counties which provides much needed services to seniors.
- Sponsored resolutions at the Board to recognize contributions to the community and society.
- Advocated for and provided personal protective equipment (PPE) to In-Home Support Services (IHSS) staff and Veterans throughout Solano County.
- Serves on the Solano County Mental Health Advisory Board and aided in the procurement of mobile crisis services for Solano County residents and first responders.
- Ongoing support and approval of continued implementation of Laura’s Law that supports individuals with assisted outpatient mental health treatment.
- Continues to advocate and oppose legislation at the state level on behalf of constituents in District 2.
- Meets 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 address and remediate flooding in Cordelia at Thomasson Lane and Erikson’s Ranch, where residents were extremely affected by storms.

**Monica Brown  
Legislative & Administration**

- Has regular meetings with many Solano County Department Heads and leaders to discuss backgrounds, plans, and policies of each Department and Supervisor priorities as it relates to each Department’s areas of focus.
- Continued advocacy at the Board level for further homeless services and resources.
- Works with the Department of Resource Management to utilize SB 1 funding to improve roads in District 2.
- Works with Solano Transportation Authority on Safe Routes to Schools.
- Address constituent concerns on a variety of issues including code enforcement, land use planning, traffic, water, and assistance with various State and local agencies.
- Disseminates a weekly District 2 newsletter to constituents with current public notices, events, and information.

Priorities:

- Serving District 2 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.
- Keep open space open.
- Prepare a plan for countywide broadband mapping and implementation.
- Create positions for grant writers to apply for as much State and federal funding as possible to serve Solano County residents.
- Supporting and initiating efforts that will enhance the lives of the residents of Solano County through collaboration with County stakeholders, local, State and federal legislators, business communities, and non-profit organizations serving various communities such as children and families, the homeless, mental health and veterans’ advocates.
- Working to address homelessness throughout Solano County including homeless students and persons needing permanent housing in District 2.
- Collaborating with the County Mental Health Services Division, the Mental Health Advisory Board and non-profit organizations to increase services and resources allocated to mental health patients and their families.
- Addressing water issues within the County, specifically the root causes of flooding and emergencies 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.
- Expand food distribution to address the issue of food insecurity throughout District 2.
- Continued dissemination of important information for constituents via social media and the District 2 newsletter.

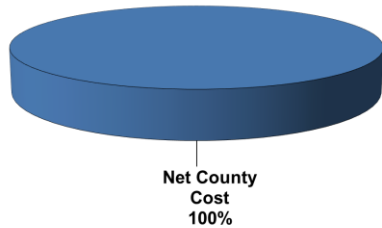
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$7,150 or 1.2% in appropriations when compared to the FY2021/22 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, education and training, central data processing charges and the replacement of computer equipment, partially offset by decreases in Other Charges associated with Countywide Administrative Overhead costs.

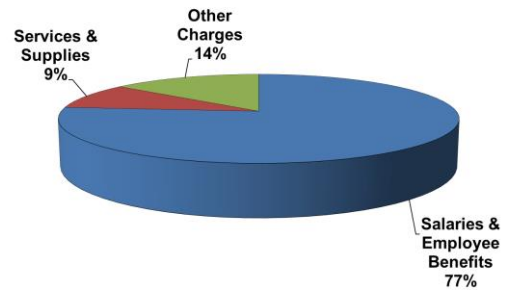
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	1,047	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,047</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	417,499	447,162	452,300	5,138	1.1%
SERVICES AND SUPPLIES	44,234	51,032	55,550	4,518	8.9%
OTHER CHARGES	86,809	86,458	83,882	(2,576)	(3.0%)
OTHER FINANCING USES	2,546	2,732	2,802	70	2.6%
INTRA-FUND TRANSFERS	149	50	50	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>551,237</b>	<b>587,434</b>	<b>594,584</b>	<b>7,150</b>	<b>1.2%</b>
<b>NET COUNTY COST</b>	<b>551,237</b>	<b>587,434</b>	<b>594,584</b>	<b>7,150</b>	<b>1.2%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

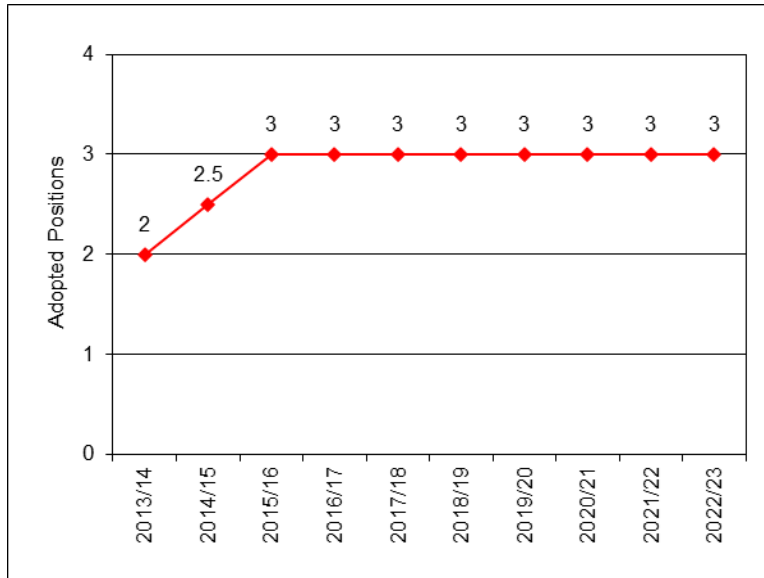
None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

Monica Brown  
Legislative & Administration

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	623,616
FY2022/23 Recommended:	628,992
County General Fund Contribution:	628,992
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 Spering serves on over 20 County, and regional boards and commissions, including the Association of Bay Area Governments Executive Board, Metropolitan Transportation Commission (MTC), Solano Local Agency Formation Commission, Solano Transportation Authority, Solano County Water Agency and Executive Committee, and Board of Supervisor’s Land Use and Transportation Committee.

Challenges:

- Providing transportation services to veterans, seniors, disabled and low income who depend on transit to get to their jobs and doctor appointments, with the combined effects of major reductions in transit services from the pandemic, and major increases in living costs due to inflation.
- Finding ways to generate affordable housing so that the next generation of residents can afford to live in Solano County, especially with housing prices soaring in response to the influx of Bay Area residents relocating to take advantage of lower cost housing and working virtually.
- Developing the infrastructure for an affordable and sustainable water source for Green Valley, Gordon Valley and Suisun Valley.
- Relieving congestion along the I-80 corridor and locating funding to make the improvements.
- Developing a sustainable fire service that protects rural and urban parts of the county from the increasing threat of wildfires.

Accomplishments:

- Under Supervisor Spering’s leadership as chair of the Metropolitan Transportation Commission Blue Ribbon Transit Recovery Task Force, the 30 member Task Force – made up of elected officials, transit operators and community stakeholder representatives – continued to work collaboratively to address aspects of transit recovery throughout the Bay Area with greatly reduced ridership from the pandemic, and developed a “Transformation Action Plan” for Solano and its fellow Bay Area counties that includes near-term and long-term actions to achieve a more efficient, user-focused mobility network across the Bay Area.
- Solano Transportation Authority (STA). Supervisor Spering led the effort to have an STA headquarters building built in the downtown Suisun area - central to Solano County - to house the staff, help revitalize the area and bring more jobs. The construction of the building was completed in late 2021 with the ribbon cutting held on January 12, 2022.
- With the ever-increasing risk of wildfires in the County, Supervisor Spering, and Supervisor Vasquez have been leading the effort to meet with the Fire Protection District chiefs – for Cordelia, Suisun, Vacaville and Montezuma, and the Fire Chiefs of Fairfield and Vacaville - and address the long-term challenges, including funding, location of fire stations and decentralized dispatching. Work is in progress towards finding a collaborative solution to ensure sustainable, adequate fire protection to all residents, whether living in the cities or in the rural parts of the county.

- Supervisor Spering worked with Resource Management staff, nearby property owners, and Travis Air Force Base leadership to address long-standing, congestion issues at the Travis North Gate due to large truck traffic being at the incorrect gate for admittance to the base. Funding was identified and work completed to add pavement for a truck turnaround as well as signage to strategic locations near the base to help prevent truckers from driving to the wrong gate.
- Supervisor Spering continues to serve on the Solano Consolidated Oversight Board in its fourth year of oversight. The combined 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). Supervisor Spering 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 identify strategies and funding streams and work to expand existing transportation services. This past year, the consortium focused on implementing three projects – Sutter/Solano medical trips, the Veterans Mobility study and improving non-profit partnerships, which were identified in the previous year’s survey as priorities.
- Locally, Supervisor Spering serves on many Solano committees including the Solano County Transit Joint Powers Authority (SolTrans JPA), Solano County Water Agency, and the Local Agency Formation Commission (LAFCo) - committees that focus on transportation and development needs on behalf of Solano County residents and businesses.
- Regionally, Supervisor Spering serves on the Metropolitan Transportation Commission and four of its associated committees, including the Bay Area Regional Collaborative; the Capitol Corridor Joint Powers Authority; the Mega Region Working Group; and the California Association of Councils of Governments (CALCOG) – representing the needs and interests of Solano County at the regional level.

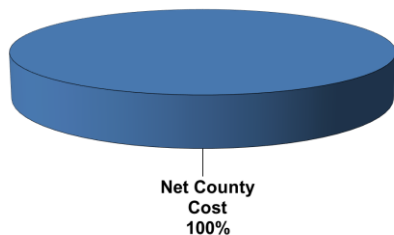
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$24,008 or 3.7% in appropriations when compared to the FY2021/22 Adopted Budget primarily due to a net decrease in Salaries and Employee Benefits costs due to changes in staff and changes in health benefit costs. Additionally, the Recommended Budget includes a reduction in Countywide Administrative Overhead costs.

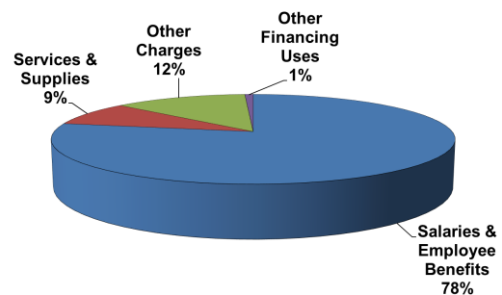
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	476,403	509,388	490,736	(18,652)	(3.7%)
SERVICES AND SUPPLIES	41,870	52,878	54,114	1,236	2.3%
OTHER CHARGES	96,729	85,682	79,104	(6,578)	(7.7%)
OTHER FINANCING USES	4,661	4,952	4,938	(14)	(0.3%)
INTRA-FUND TRANSFERS	59	100	100	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>619,722</b>	<b>653,000</b>	<b>628,992</b>	<b>(24,008)</b>	<b>(3.7%)</b>
<b>NET COUNTY COST</b>	<b>619,722</b>	<b>653,000</b>	<b>628,992</b>	<b>(24,008)</b>	<b>(3.7%)</b>

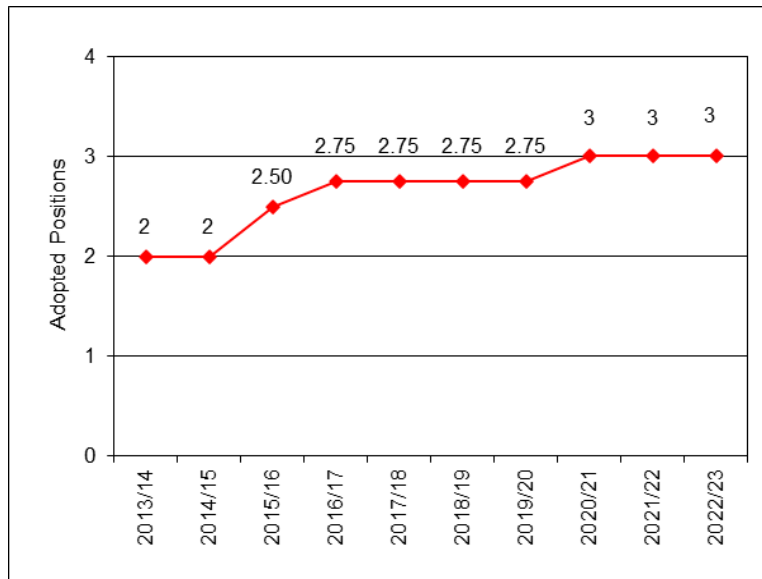
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

John M. Vasquez, Chair  
Legislative & Administration

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	628,173
FY2022/23 Recommended:	637,064
County General Fund Contribution:	637,064
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 39 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 seven 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:

- The Coronavirus pandemic continues to pose a significant challenge for local government and its residents. Therefore, Supervisor Vasquez worked with his peers on the Board of Supervisors to ensure families who may be suffering from adverse impacts of the pandemic got emergency rental assistance if needed. This included \$13.3 million in direct funding from Federal government for the Emergency Rental Assistance Program (ERAP).
- In August 2020, a number of lightning sparked fires coalesced to become the LNU Lightning Complex fire. More than 300 homes were destroyed and 854 total structures were damaged in the rural Vacaville and Greater Winters Area. Supervisor Vasquez’s office continues to field calls and e-mails from those seeking assistance and continues to be a liaison between residents and staff to assist in the recovery process.
- Also along the fire front, Supervisor Vasquez continues to work with his partners at the state level such as Senator Bill Dodd, who was able to secure \$1.9 million to boost Solano County’s wildfire prevention and suppression efforts. In addition, the Board agreed to accept a \$175,000 grant from the California Fire Safe Council for a County Coordinator to support fire protection and prevention related efforts.
- The County broke ground on a new mental health residential treatment facility at the County’s Health and Social Services campus in Fairfield. Solano County is one of 10 counties across the state to receive grant funding to create a mental health diversion and adult board and care facility. The facility will accommodate up to 32 adults experiencing mental illness, including those facing housing insecurity.
- Celebrated Solano County’s 47 centenarians during the 15th Annual Centenarian Celebration during a virtual presentation before the Board of Supervisors due to the ongoing Coronavirus pandemic. 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.



- Continues to engage with the public through a monthly newsletter that highlights issues affecting District 4 and the County as a whole. In addition, the use of social media such as Twitter and Facebook have added more opportunity to interact with constituents and promote exceptional people and events in Solano County.

Goals and Commitments in the Coming Fiscal Year:

- Continue to work with residents impacted by the LNU Lightning Complex fire to rebuild their properties. Ongoing work also includes fire prevention and preparedness initiatives which may include the formation of Fire Safe Councils throughout the county, enhanced alert systems such as audible sirens and mobile messaging as well as fuel reduction.
- 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.
- Continue the conversation of creating a Pleasants Valley Specific Plan to address the growing appeal for agritourism while taking into consideration rural-urban interface issues.
- Work with our County Agriculture Department to continue efforts to eradicate the Glassy-winged Sharpshooter, which was discovered in 2021 in Vacaville. Glassy-winged sharpshooters are invasive pests of concern to grape growing regions. The Ag department has already implemented high-density trapping measures and applied targeted treatments to protect the County’s 4,000 acres of vineyards.
- 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 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**

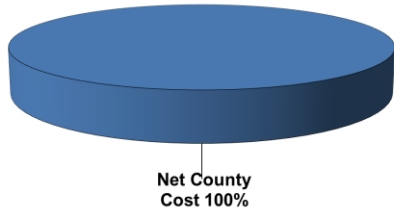
The Recommended Budget represents an increase of \$12,797 or 2.0% in appropriations when compared to the FY2021/22 Adopted Budget primarily due to increases in Salaries and Employee Benefits resulting from negotiated and approved labor contracts resulting in increases in wages and CalPERS retirement costs. Additionally, the Recommended Budget includes increases in Services and Supplies primarily due to increases in insurance and central data processing charges and the replacement of computer equipment, partially offset by decreases in Other Charges associated with Countywide Administrative Overhead costs.

**DEPARTMENT COMMENTS**

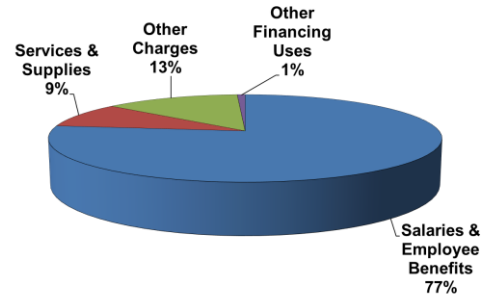
None.

John M. Vasquez, Chair  
Legislative & Administration

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	462,541	480,327	489,922	9,595	2.0%
SERVICES AND SUPPLIES	42,637	53,610	58,852	5,242	9.8%
OTHER CHARGES	87,396	85,480	83,366	(2,114)	(2.5%)
OTHER FINANCING USES	4,628	4,800	4,874	74	1.5%
INTRA-FUND TRANSFERS	57	50	50	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>597,259</b>	<b>624,267</b>	<b>637,064</b>	<b>12,797</b>	<b>2.0%</b>
<b>NET COUNTY COST</b>	<b>597,259</b>	<b>624,267</b>	<b>637,064</b>	<b>12,797</b>	<b>2.0%</b>

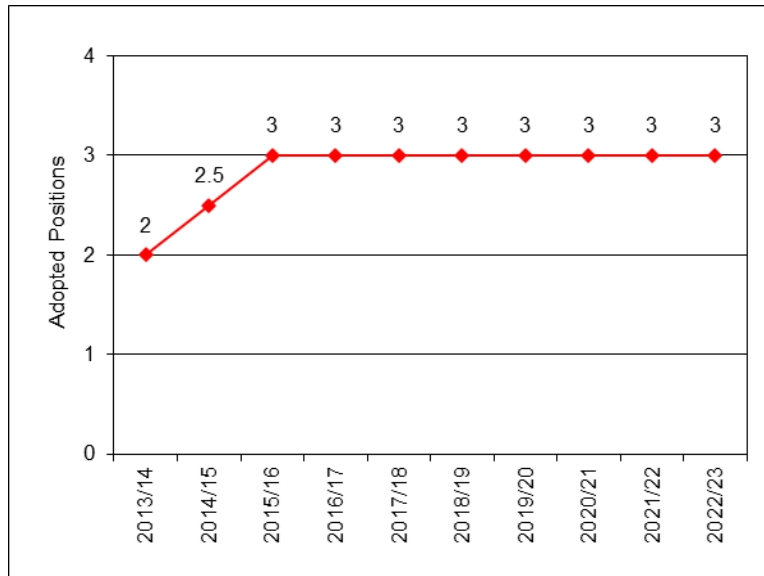
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Mitch Mashburn  
Legislative & Administration**

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	610,951
FY2022/23 Recommended:	635,029
County General Fund Contribution:	635,029
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

**FUNCTION AND RESPONSIBILITIES**

The District 5 Supervisor, Mitch Mashburn, represents citizens residing 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. In his second year on the Board, Supervisor Mashburn serves as Chair of the City County Coordinating Council (CCCC), alternate on the Solano Transportation Authority (STA), on the Delta Conservancy Board of Directors, the Delta Counties Coalition, Rural County Representatives of California (RCRC), Yolo Solano Air Quality Management District, the Solano Subbasin Groundwater Sustainability Agency, the Travis Community Consortium and the Board of Directors of the Solano County Water Agency. Additionally, he serves as the alternate representative on the Delta Protection Commission and Solano Local Agency Formation Commission (LAFCo). The Supervisor maintains an office at the County Government Center, located at 675 Texas Street, Suite 6500 in Fairfield, California. The District 5 Office budget provides for the expenditures of the elected Supervisor and two full-time staff members.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- Since taking office in the middle of a pandemic, Supervisor Mashburn has faced unique challenges in leading through vaccination deployment, distribution of infrastructure funding and finding a return to normalcy. The District includes one of the busiest installations in Air Mobility Command, some of the nation’s richest farm and grazing land, a significant delta ecosystem, and the people who call this region home. Starting strong with a background in public service as a City Planning Commissioner, City Councilmember, and retired Sheriff’s Lieutenant in Corrections, Supervisor Mashburn has decades of budget experience that has been put to the test in setting direction for ARPA funding. Supervisor Mashburn wasted no time in his first year hitting the ground running and with a keen interest in improving long-standing problems.

Accomplishments:

- In addressing increasing challenges, listening and leading by example continue be hallmarks of Supervisor Mashburn’s tenure on the Board of Supervisors. Service is not a spectator sport, and Supervisor Mashburn’s packed schedule reflects this.
- Solano County is a “Right to Farm” county with a rich agricultural heritage. Growing more distinct crops than all but one other California county, Supervisor Mashburn is working to create a culture that supports agribusiness here, based on the concept of partnering with farmers, ranchers, orchardists and greenhouse operators to “Help Us Help Them.” County policies must be strong enough to protect the right to farm, while being nimble enough to adjust to market changes that allow agriculture to continue to flourish for generations to come.
- Mellin Levee provides critical flood control for the City of Rio Vista, and Supervisor Mashburn has been instrumental in seeking funding to reinforce and strengthen the aging levee before crisis strikes. Too often, California has been slow to react to flood emergencies, and has ignored decades of deferred maintenance that would prevent damage before it happens. Supervisor Mashburn’s approach continues to find value in preventive efforts to ward off greater threat to human life and real property.
- In strong partnership with Supervisor Spering, Supervisor Mashburn has taken the lead on restructuring the CAP Solano JPA to better serve the needs of the homeless population in Solano County. His guiding principles include better transparency and accountability, plus recognizing that the needs of the homeless population are not all alike. In working together, we expect previously unattainable federal and state grants to become available, resulting in the ability to serve those experiencing homelessness more effectively and efficiently to aid in their path back to health and security.

- Supervisor Mashburn has taken a hands-on approach to code enforcement within the unincorporated areas in Solano County, to ensure health and safety violations are addressed before becoming a larger problem. He and his staff have engaged in regular meetings with landowners and residents in areas of the 5th District that have seen significant problems with unsafe structures, fire prevention, illicit drugs, groundwater contamination and numerous other issues that demand attention.
- In keeping with his commitment to public safety, Supervisor Mashburn continues to meet with leadership, county staff and bargaining groups from Deputy Sheriffs, Corrections and Probation, to ensure their needs are met and that their voices are heard.
- Supervisor Mashburn continues to be a fierce advocate for the men, women, and mission of Travis Air Force Base. Faced with a wind turbine project by SMUD that will impact current and future missions, he has spoken out and taken a lead to ensure that the county's position is parallel with the needs of the base.
- Thousands of veterans and their families live within the 5th District, many of whom stayed following their service at Travis AFB or at the former Mare Island Naval Shipyard because of access to base benefits and quality health care at the VA and David Grant Medical Center. Supervisor Mashburn takes meeting the needs of those who served very seriously and continues to highlight available services provided by the County of Solano and others including information on all supportive services that are available to Veterans here in Solano.
- Through his service on the Delta Counties Coalition, Supervisor Mashburn is participating in the creation of educational tools to inform millions of area residents about the negative impacts of the state's current delta conveyance proposals. Dating back a century, there exists an ongoing battle to meet the water needs of agriculture, people, and the environment, often pitting those in the water-rich North State against those living south of the Sacramento Bay Delta. From the peripheral canal proposal of the 1980's to the twin tunnels of recent years, every scenario ends with Delta counties being negatively impacted in terms of water quality and quantity, and overall socioeconomic impact to pay for development in California's more arid climes. Supervisor Mashburn will continue protecting the Solano Project, aquifer and delta intakes that provide much of Solano County's water.
- With his strong background in government budgeting, Supervisor Mashburn holds one-on-one meetings regularly with department heads to better understand the changing needs of each department and the role they play in the shared responsibility of serving the residents of Solano County.
- With federal dollars flowing to counties through the American Rescue Plan Act (ARPA), Supervisor Mashburn has worked tirelessly to ensure that more than \$12 million available to Solano County is spent prudently to provide new and better infrastructure along with key job training and education needs today and into the future. His goal is to ensure that aging infrastructure with deferred maintenance issues is brought to current standards, that access to technology is universal, and that funding for education is available for those who need it to better their occupational opportunities.

**Goals and Objectives:**

Supervisor Mashburn has the benefit of a wealth of experience in public service, and that life experience informs new approaches to meet the needs of the Solano County of today and tomorrow. To that end, Supervisor Mashburn prioritizes the following issue areas with a clear set of goals and metrics:

- Ensuring safe neighborhoods and safe communities in a responsive public safety structure.
- Protecting Solano County's long-standing commitment to balanced budgets and strong reserves.
- Enforcing the Right to Farm commitment to family farmers and ranchers in Solano County.
- Serving those who have served us through comprehensive and appropriate Veterans Services.
- Ending the explosion of the homelessness crisis by helping those who seek a path out while enforcing safety needs of our entire community.
- Putting teeth to our Code Enforcement programs as a preventive measure.

**Mitch Mashburn  
Legislative & Administration**

- Stewarding American Rescue Plan Act (ARPA) funds to ensure all monies are spent responsibly with both present and future generations in mind.
- Respecting the mission of Travis Air Force Base and being a strong neighbor and community partner for the men and women of Team Travis.
- Protecting Solano County’s water needs for urban use, agriculture, and the environment without allowing our communities to mitigate for the State.
- Protecting the Delta for recreation, water supply and habitat for future generations.

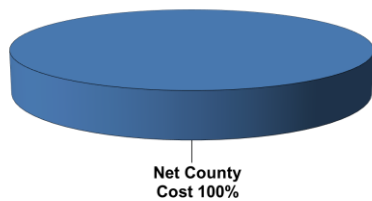
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$33,235 or 5.5% in appropriations when compared to the FY2021/22 Adopted Budget primarily due to increases in Salaries and Employee Benefits resulting from negotiated and approved wage increases, and changes in CalPERS retirement costs partially offset by a decrease in PARS Retirement costs and changes in health benefit costs. Additionally, the Recommended Budget includes increases in Services and Supplies primarily due to increases in insurance and central data processing charges, travel expense, and the replacement of computer equipment partially offset by decreases in Other Charges associated with Countywide Administrative Overhead costs.

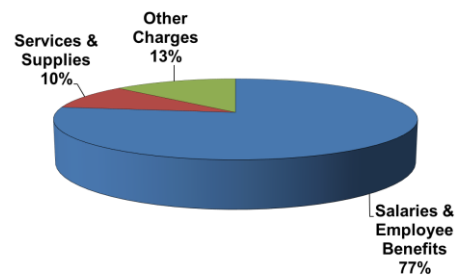
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	404,688	460,594	483,764	23,170	5.0%
SERVICES AND SUPPLIES	46,070	52,411	65,927	13,516	25.8%
OTHER CHARGES	91,566	85,889	82,301	(3,588)	(4.2%)
OTHER FINANCING USES	2,340	2,800	2,837	37	1.3%
INTRA-FUND TRANSFERS	2,613	100	200	100	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>547,277</b>	<b>601,794</b>	<b>635,029</b>	<b>33,235</b>	<b>5.5%</b>
<b>NET COUNTY COST</b>	<b>547,277</b>	<b>601,794</b>	<b>635,029</b>	<b>33,235</b>	<b>5.5%</b>

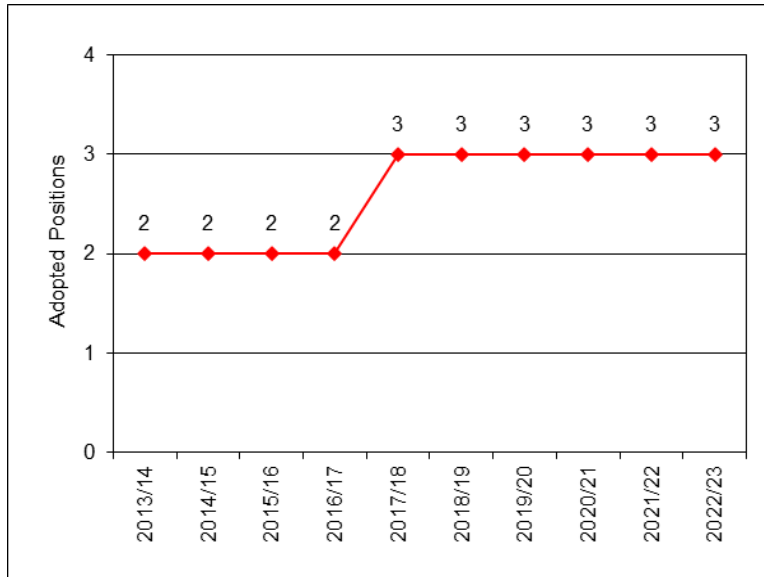
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

John Vasquez, Chair  
Legislative & Administration

Budget Summary:	
FY2021/22 Midyear Projection:	186,814
FY2022/23 Recommended:	283,084
County General Fund Contribution:	283,084
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), National Association of Counties (NACo), Rural County Representatives of California (RCRC) and the Travis Community Consortium (TCC).

**DEPARTMENTAL BUDGET SUMMARY**

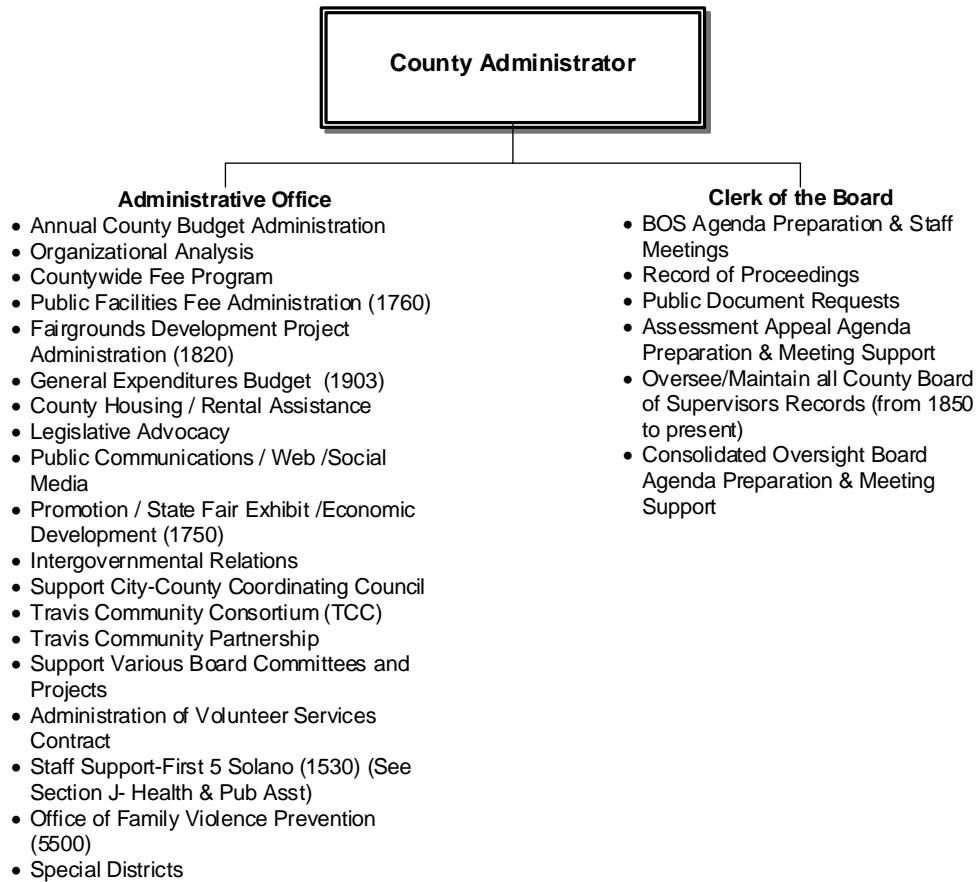
The Recommended Budget represents a decrease of \$3,730 or 1.3% in appropriations when compared to the FY2021/22 Adopted Budget. The decrease is primarily due to reductions in insurance expenses, and membership costs for the Travis Community Consortium (TCC), partially offset by an increase in Services and Supplies, primarily due to the membership costs for the Rural County Representatives of California (RCRC). 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	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	84	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	32,437	28,871	10,638	(18,233)	(63.2%)
SERVICES AND SUPPLIES	109,717	226,943	246,446	19,503	8.6%
OTHER CHARGES	25,000	30,000	25,000	(5,000)	(16.7%)
INTRA-FUND TRANSFERS	3,742	1,000	1,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>170,896</b>	<b>286,814</b>	<b>283,084</b>	<b>(3,730)</b>	<b>(1.3%)</b>
<b>NET COUNTY COST</b>	<b>170,896</b>	<b>286,814</b>	<b>283,084</b>	<b>(3,730)</b>	<b>(1.3%)</b>

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.





**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)

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	5,512,046
FY2022/23 Recommended:	5,344,724
County General Fund Contribution:	1,799,550
Percent County General Fund Supported:	33.7%
Total Employees (FTEs):	19

**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.
- 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.

**Bill Emlen, County Administrator  
Legislative & Administration**

- 
- Implement the County’s Legislative Advocacy Program; review impacts of federal and State legislation; initiate legislative proposals; and prepare position recommendations.
  - Formulate short- and long-range plans through strategic planning and the Annual Budget.
  - Supervise the performance of County departments and appointed Department Heads.
  - Staff and support Board committees including Legislation, Delta County Coalition, Land Use and Transportation, Solano360, Economic Development, Vallejo Lakes Water System, Human Services Needs Assessment, Social Equity Advisory, and Redistricting.
  - 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.
  - Provide administrative and fiscal oversight to Office of Family Violence Prevention.
  - Oversee the contracts for the Administrative Entity services with the Workforce Development Board (WDB) and the Solano County Fair Association.
  - 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 oversight of the County Budget, which is mandated under the California Government Code (GC §29000 et. seq.). Additionally, the County Administrator serves as the Clerk of 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 work with the Solano360 project 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 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 seven 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 partnership and support for “Moving Solano Forward,” economic development strategies with Solano Economic Development Corporation (EDC).
- Continued to produce the annual Solano Economic Index in collaboration with Solano EDC and Dr. Robert Eyster (13<sup>th</sup> Report).
- Continued to provide guidance and support to the Delta Counties Coalition.
- Provided staff support to the annual Board Centenarian reception.
- Provided support in the restructure of the Community Action Partnership (CAP) Solano JPA Board of Directors to consist of two elected officials from each city and the County to improve regional efforts to address homelessness.
- 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 \$54,342 donated by Solano County employees toward the 2021 “Holiday Food Fight” campaign for a grand total of \$548,336 donated by Solano County employees since 2004.

- 
- Continued to provide support to Board subcommittee on the Solano Fairgrounds for both the Solano360 project implementation and the operational agreements with the Fair.
  - Oversaw and coordinated the federal CARES Act funding received in 2020 through multiple contracts and departments.
  - Continued administration of the 2020 Federal Emergency Rental Assistance Program providing rental and utility assistance to over 1,100 Solano County residents with more than \$11.5 million paid out to date.
  - Provided staff support in the allocation and administration of the County's one-time federal American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Fund (SLFRF) direct funding of \$86.9 million.
  - Produced the Midyear Financial Forecast for the County Budget and coordinated ongoing budget monitoring throughout the year, including COVID-19 pandemic impacts.
  - With First 5 staff, a consultant Board Committee, and department representative continued to implement County Human Services Needs Assessment.
  - Conducted an analysis of the Family Justice Center (FJC) and effective April 3, 2022, reacquired the management and administration of personnel, fiscal duties, and day-to-day operations of the Office of Family Violence Prevention to include the FJC. Work continues with the assistance of an advisory committee and consultants to develop a Request for Proposal for a new lead agency for the FJC and strategic planning will begin shortly thereafter.
  - 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 Office of Emergency Services (OES) on countywide response to the impacts and emergency actions taken to address the concerns of the COVID-19 pandemic on county residents and County employees.
  - Working with the Board, County Public Health, Resource Management, Workforce Development, and County OES on the COVID-19 recovery, including RoadMap to reopening businesses and restoring County services.
  - Working with General Services, Auditor-Controller, Resource Management, and County OES on recovery efforts from the LNU Lightning Complex fires.
  - Actively working with LAFCo and Board Subcommittee reviewing Fire Districts services and fire preparedness.

**WORKLOAD INDICATORS**

During FY2022/23, it is anticipated the County Administrator/Clerk of the Board will have:

- Participated and provided assistance at 31 various Board of Supervisors meetings in person with expanded and modified public participation access.
- Provided staff support to multiple Board of Supervisor subcommittees.
- Processed 553 Agenda submittals and developed/published Minutes for 25 Board of Supervisors Regular Meetings, 6 Board of Supervisors Special Meetings, 3 City Selection Committee Meetings, and processed 379 Public Comments related to items under the jurisdiction of the Board, through May 10, 2022.
- Provided staff administrative support to 10 Assessment Appeals Board Hearings.
- Provided administrative support to 1 Consolidated Oversight Board meeting.
- Recorded 10 Ordinances and 179 Resolutions adopted by the Board.
- Processed 241 Assessment Appeals applications (individual applications for multiples 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 45 requests for information under the California Public Records Act (GC §6250).

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**Functional Area Summary**

- Filed 223 California Environmental Quality Act (CEQA) documents.
- Processed 66 claims against the County and 21 lawsuits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CLERK OF THE BOARD	41,983	41,537	42,328	791	1.9%
ADMINISTRATIVE OFFICE	3,675,705	3,160,871	3,502,846	341,975	10.8%
<b>TOTAL REVENUES</b>	<b>3,717,688</b>	<b>3,202,408</b>	<b>3,545,174</b>	<b>342,766</b>	<b>10.7%</b>
<b>APPROPRIATIONS</b>					
CLERK OF THE BOARD	448,289	554,002	536,185	(17,817)	(3.2%)
ADMINISTRATIVE OFFICE	3,981,103	4,694,662	4,808,539	113,877	2.4%
<b>TOTAL APPROPRIATIONS</b>	<b>4,429,392</b>	<b>5,248,664</b>	<b>5,344,724</b>	<b>96,060</b>	<b>1.8%</b>
<b>NET COUNTY COST</b>					
CLERK OF THE BOARD	406,306	512,465	493,857	(18,608)	(3.6%)
ADMINISTRATIVE OFFICE	305,398	1,533,791	1,305,693	(228,098)	(14.9%)
<b>NET COUNTY COST</b>	<b>711,704</b>	<b>2,046,256</b>	<b>1,799,550</b>	<b>(246,706)</b>	<b>(12.1%)</b>

<b>STAFFING</b>					
CLERK OF THE BOARD	2	2	2	0	0.0%
ADMINISTRATIVE OFFICE	16	16	17	1	6.3%
<b>TOTAL STAFFING</b>	<b>18</b>	<b>18</b>	<b>19</b>	<b>1</b>	<b>5.6%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The County Administrator’s primary cost centers are Administration (BU 1115) and Clerk of the Board (BU 1114). The County Administrator also administers ten other budgets, discussed in the following pages under the heading of Summary of Other Administered Budgets - excludes First 5 (BU 1530).

**1115 - Administration:**

The Recommended Budget represents an increase of \$341,975 or 10.8% in revenues and an increase of \$113,877 or 2.4% in appropriations when compared to the FY2021/22 Adopted Budget. The Net County Cost for the Administration budget decreased by \$228,098 or 14.9%. 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 \$75,436 or 18.7% primarily due to negotiated and approved wage increases, and the addition of a Budget Technician position included in the Recommended Budget and Administration Overhead cost.

Contracts

The FY2022/23 Recommended Budget includes a total of \$218,843 or 4% in contracted services which includes the following significant contract:

- \$179,143 Legislative Advocacy Services on General County Issues.

Fixed Assets

None.

**1114 - Clerk of the Board:**

The Recommended Budget represents an increase of \$791 or 1.9% revenues and a decrease of \$17,817 or 3.2% in appropriations when compared to the FY2021/22 Adopted Budget. This budget is primarily funded by County General Fund.

Contracts

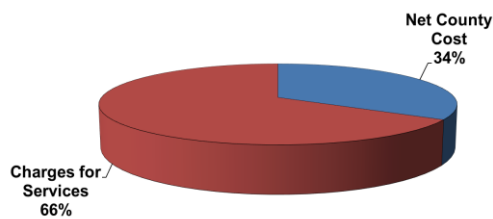
The FY2022/23 Recommended Budget includes a total of \$50,896 or 9.5% in contracted services which includes the following significant contracts:

- \$20,440 Support to live-stream meetings in the Board Chamber.
- \$30,456 Software maintenance and/or service agreements for the Legistar Agenda Management Program.

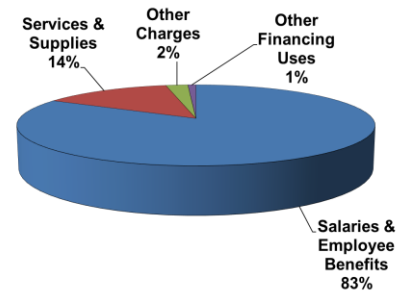
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



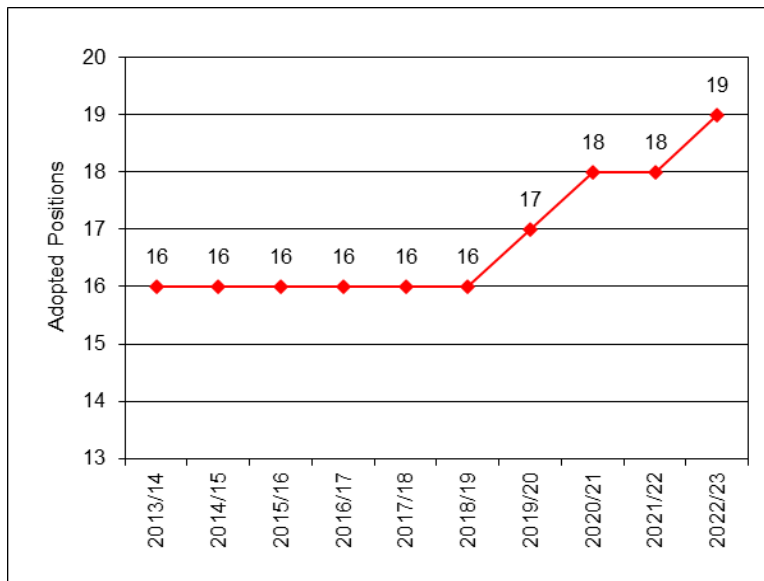
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	121,627	0	0	0	0.0%
CHARGES FOR SERVICES	3,593,716	3,202,408	3,545,133	342,725	10.7%
OTHER FINANCING SOURCES	2,345	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,717,688</b>	<b>3,202,408</b>	<b>3,545,133</b>	<b>342,725</b>	<b>10.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,708,253	4,319,216	4,436,641	117,425	2.7%
SERVICES AND SUPPLIES	553,274	756,364	734,228	(22,136)	(2.9%)
OTHER CHARGES	126,636	126,282	124,689	(1,593)	(1.3%)
OTHER FINANCING USES	36,278	43,118	45,988	2,870	6.7%
INTRA-FUND TRANSFERS	4,951	3,684	3,178	(506)	(13.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,429,392</b>	<b>5,248,664</b>	<b>5,344,724</b>	<b>96,060</b>	<b>1.8%</b>
<b>NET COUNTY COST</b>	<b>711,704</b>	<b>2,046,256</b>	<b>1,799,591</b>	<b>(246,665)</b>	<b>(12.1%)</b>

**SUMMARY OF POSITION CHANGES**

The FY2022/23 Recommended Budget includes the following proposed position change:

- Add 1.0 FTE Budget Technician – This position will provide operational and technical support to executive staff in the County’s budget development and ongoing monitoring.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Effecting a good transfer of knowledge within and between departments given the number of retirements that have occurred in FY2021/22 and a number anticipated in FY2022/23 to ensure continuity in government and the County’s ability to continue to respond, advance, and complete Board priorities and provide the wide range of services and addressing needs throughout the County.

Leveraging and balancing the programming and use of the short-term infusion of the federal CARES Act and ARPA funding beyond recovery and into sustainable or transformational investments going forward.

Using the information and experiences from our communities impacted most adversely by Public Safety Power Shutoff (PSPS), COVID-19, fire, and flood and adding the underlying contributing socioeconomic factors to change the future risk of repetitive results.

Working with all Departments to ensure the County’s job classification system is contemporary and allows for successful recruitments, hiring of qualified staff, and a diverse workforce.

Working with all Departments to maximize communication to the Solano community in an effective and timely manner.

Continue to work with key staff and community members to increase economic development opportunities in the unincorporated areas.

Affordability of housing will continue to be an issue at many levels. Continue to seek partnerships both locally and regionally to address the affordable housing crisis.

COVID-19 - The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets**

**1100 – Fund 001-County Administrator  
Bill Emlen, County Administrator  
Legislative & Administration**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1750 PROMOTION	0	0	0	0	0.0%
1903 GENERAL EXPENDITURES	8,728,701	1,857,000	1,803,000	(54,000)	(2.9%)
1905 COUNTYWIDE COST ALLOCATION PLA	(4,347,768)	(3,677,106)	(3,734,657)	(57,551)	1.6%
1906 GENERAL FUND OTHER-DEBT SERV	0	0	0	0	0.0%
2400 GRAND JURY	90	0	0	0	0.0%
6730 OTHER PUBLIC DEFENSE	2,602,754	3,790,737	3,678,805	(111,932)	(3.0%)
6800 C M F CASES	495,795	450,000	450,000	0	0.0%
6901 2011 REALIGNMENT-ADMINISTRATIO	151,356	150,000	150,000	0	0.0%
2960 ARPA - COUNTY SLFRF	0	0	12,349,455	12,349,455	0.0%
5500 OFFICE OF FAMILY VIOLENCE PREV	361,014	262,255	226,787	(35,468)	(13.5%)
<b>APPROPRIATIONS</b>					
1750 PROMOTION	129,635	155,515	267,909	112,394	72.3%
1903 GENERAL EXPENDITURES	174,119,946	213,658,567	213,727,692	69,125	0.0%
1905 COUNTYWIDE COST ALLOCATION PLA	(4,347,768)	(3,677,106)	(3,734,657)	(57,551)	1.6%
1906 GENERAL FUND OTHER-DEBT SERV	1,893,858	1,926,376	4,104,807	2,178,431	113.1%
2400 GRAND JURY	120,415	132,964	168,672	35,708	26.9%
6730 OTHER PUBLIC DEFENSE	2,602,754	3,790,737	3,678,805	(111,932)	(3.0%)
6800 C M F CASES	533,083	405,141	411,741	6,600	1.6%
6901 2011 REALIGNMENT-ADMINISTRATIO	151,356	167,746	200,640	32,894	19.6%
2960 ARPA - COUNTY SLFRF	0	0	12,349,455	12,349,455	0.0%
5500 OFFICE OF FAMILY VIOLENCE PREV	1,039,743	983,270	1,021,035	37,765	3.8%
<b>NET CHANGE</b>					
1750 PROMOTION	129,635	155,515	267,909	112,394	72.3%
1903 GENERAL EXPENDITURES	165,391,245	211,801,567	211,924,692	123,125	0.1%
1905 COUNTYWIDE COST ALLOCATION PLA	0	0	0	0	0.0%
1906 GENERAL FUND OTHER-DEBT SERV	1,893,858	1,926,376	4,104,807	2,178,431	113.1%
2400 GRAND JURY	120,325	132,964	168,672	35,708	26.9%
6730 OTHER PUBLIC DEFENSE	0	0	0	0	0.0%
6800 C M F CASES	37,288	(44,859)	(38,259)	6,600	(14.7%)
6901 2011 REALIGNMENT-ADMINISTRATIO	0	17,746	50,640	32,894	185.4%
2960 ARPA - COUNTY SLFRF	0	0	0	0	0.0%
5500 OFFICE OF FAMILY VIOLENCE PREV	678,729	721,015	794,248	73,233	10.2%

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

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**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 economic development, 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**

Challenges:

- State Fair for Summer 2020 and 2021 were both canceled due to the COVID-19 pandemic health emergency, and therefore the County’s exhibit has been suspended. The State Fair has resumed in 2022, however, with such late notice, the County did not have adequate time to prepare an exhibit and recruit / train volunteers.

Accomplishments:

- Published the *2021 Index of Economic and Community Progress* in May 2022 that addressed the changing Solano County economy, focusing on jobs, housing, employment, 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 EDC.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$112,394 or 72.3% in appropriations when compared to the FY2021/22 Adopted Budget. The increase in appropriations is primarily due to anticipated costs for the branding update of the Solano County website, SolanoCounty.com.

Primary Funding Sources

The funding source for the Department is County General Fund.

Primary Costs

The FY2022/23 Recommended Budget includes the following significant projects:

- \$150,000 for consulting fees related to the branding update of the Solano County website, SolanoCounty.com.
- \$47,500 for the continued implementation of the “Solano Means Business” economic development strategies with Solano EDC.
- \$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 2023 California State Fair.
- \$20,000 for economic development studies to produce the *2022 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.

Fixed Assets

None.



**Summary of Other Administered Budgets**

**1750 – Fund 001-Promotion  
Bill Emlen, County Administrator  
Promotion**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	127,991	152,800	267,800	115,000	75.3%
OTHER CHARGES	1,644	2,715	109	(2,606)	(96.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>129,635</b>	<b>155,515</b>	<b>267,909</b>	<b>112,394</b>	<b>72.3%</b>
<b>NET COUNTY COST</b>	<b>129,635</b>	<b>155,515</b>	<b>267,909</b>	<b>112,394</b>	<b>72.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

ECONOMIC DEVELOPMENT – The County will continue to work with Solano EDC and other partners 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, as part of the ongoing implementation of the “Moving Solano Forward” campaign.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 and other legally required funding of programs. Other expenditures budgeted in this budget unit cover costs not readily allocated to departmental budgets.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	1,142,342	940,000	986,000	46,000	4.9%
CHARGES FOR SERVICES	1,074,587	917,000	817,000	(100,000)	(10.9%)
OTHER FINANCING SOURCES	6,511,772	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>8,728,701</b>	<b>1,857,000</b>	<b>1,803,000</b>	<b>(54,000)</b>	<b>(2.9%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	6,511,772	1,500,000	1,500,000	0	0.0%
SERVICES AND SUPPLIES	768,741	1,455,451	2,022,668	567,217	39.0%
OTHER CHARGES	9,493,469	9,499,314	9,499,314	0	0.0%
OTHER FINANCING USES	157,345,622	201,203,802	200,705,710	(498,092)	(0.2%)
INTRA-FUND TRANSFERS	342	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>174,119,946</b>	<b>213,658,567</b>	<b>213,727,692</b>	<b>69,125</b>	<b>0.0%</b>
<b>NET COUNTY COST</b>	<b>165,391,246</b>	<b>211,801,567</b>	<b>211,924,692</b>	<b>123,125</b>	<b>0.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget represents a decrease of \$54,000 or 2.9% in revenues and an increase of \$69,125 or 0.03% in appropriations when compared to the FY2021/22 Adopted Budget. The Net County Cost increased by \$123,125 or 0.1%.

The appropriations increase of \$69,125 is primarily the net result of an increase in Services and Supplies partially offset by a decrease in Other Financing Uses. The appropriations include the following:

Accrued Leave Payoff allocation of \$1,500,000, which is in line with the FY2021/22 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:

- \$500,000 for the redesign of the County's website www.solanocounty.com.
- \$435,389 for the County's share of LAFCo's costs for FY2022/23 Budget.
- \$600,000 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, and the County's efforts to address ongoing wildfire risk.
- \$134,750 for the cost of the Solano County Volunteer Coordinator contract through June 30, 2023.
- \$200,000 for maintaining software licensing and support of existing systems to promote efficiency in the budget process and for the rebudget from FY2021/22 for the purchase and implementation of new budget software tools.
- \$150,000 for the County's Equity and Diversity initiatives.

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.
- \$270,773 for General Fund Contribution to Non-County Agencies, which includes the following:
  - \$130,325 contribution to Court Appointed Special Advocates (CASA) of Solano County to provide for ongoing operational support necessary to address case load.
  - \$140,448 contribution to the Solano County Superior Court for a Legal Process Clerk II (\$88,801), and a 1/3 FTE Case Manager for the Veterans Court (\$20,541) and partial funding for the Collaborative Courts Manager (\$31,106).
  - Additional General Fund Contributions to Non-County Agencies are reflected in the respective Department budgets responsible for administering the contributions and related services.

Other Financing Uses reflects the General Fund Contributions to other Non-General Fund County Departments totaling \$200,705,710 a decrease of \$498,092 when compared to the FY2021/22 Adopted Budget as noted below:

Public Safety Fund

The General Fund Contribution to the Public Safety Departments, Fund 900, is \$149,092,318, an increase of \$4,615,063 or 3.2% when compared to the FY2021/22 Adopted Budget and is the net result of the following:

- Sheriff's Office: \$78,178,119 General Fund Contribution which represents a \$3,727,706 increase primarily the result of increases in labor costs, liability insurance, inmate medical costs, and central data processing costs.
- Probation: \$25,135,813 General Fund Contribution which represents a decrease of \$77,749 primarily the result of increases in revenues (2011 Realignment, Proposition 172, and Pretrial funding) offsetting the need for General Fund Contribution.
- District Attorney: \$19,968,265 General Fund Contribution which represents a \$654,303 increase to the District Attorney, primarily due to increases in labor costs, liability insurance, and Countywide Administrative Overhead.
- Public Defender: \$16,327,452 General Fund Contribution which represents a \$82,274 increase. The increased need for General Fund support is primarily the result of increased labor costs.
- Alternate Public Defender: \$5,803,864 General Fund Contribution which represents a \$340,461 increase. The increased need for General Fund support is primarily the result of increased labor costs.
- Other Public Defense: \$3,678,805 in General Fund Contribution which represents a decrease of \$111,932 due to a lower 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 FY2022/23, the County Administrator in coordination with Public Safety departments are monitoring these revenue sources closely as a result of the potential ongoing impacts on the economy and statewide sales tax revenues from the COVID-19 emergency. 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, is \$27,097,804, an increase of \$3,064,582 or 12.8% when compared to the FY2021/22 Adopted Budget. The increase is comprised of the following:

- \$430,028 increase to Assistance Programs primarily due to increases in Adoptions Assistance, Foster Care programs, and General Assistance.
- \$1,297,117 increase in Social Services is primarily due to increases in County share of cost for the administration of CalFresh.

Bill Emlen, County Administrator  
Other General

- \$1,337,437 increase in Family Health Services to fund fifty percent (50%) of the ongoing structural deficit in the Primary Care and Dental Clinics.

IHSS Public Authority Fund

The General Fund Contribution to IHSS Public Authority, Fund 152, is \$9,470,693, an increase of \$1,398,054 or 17.3% when compared to the FY2021/22 Adopted Budget due to changes in the IHSS Maintenance of Effort (MOE) as required by State law. This represents the 4% inflation factor and an equal funding share between 1991 Realignment and County General Fund for the IHSS Maintenance of Effort (MOE).

Transfers-Out to Other County Departments/Funds

- \$8,081,917 to Accumulated Capital Outlay (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 - Fund Balance.
- \$4,000,000 to Fairgrounds Development Project (Fund 107 – BU 1820) to fund a required match contribution for a Federal Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant being submitted by the Solano Transportation Authority (STA) to fully fund improvements at Highway 37 and Fairgrounds Drive. Those improvements will support continued development of the Fairgrounds, and overall traffic circulation and safety in the area.
- \$332,651 to the Library (Fund 004 - BU 6300) for the Library Director’s salaries and employee benefits in accordance with Education Code §19147.
- \$625,000 to Parks & Recreation (Fund 016 - BU 7000) which reflects the County’s share of cost for operation of the Parks supported by the General Fund.
- \$1,664,440 to First 5 (Fund 151 - BU 1570) for contract services and direct services through the County’s Community Investment Fund.
- \$340,887 to Area Agency on Aging (Fund 216 – BU 2160) for Solano County’s share in the administration of costs.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. 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 monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets 1905 – Fund 001-Countywide Cost Allocation Plan**  
**Bill Emlen, 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 \$57,551 or 1.6% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The net offset for FY2022/23 is \$3,734,657. 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 Plan calculation.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHARGES FOR SERVICES	(4,347,768)	(3,677,106)	(3,734,657)	(57,551)	1.6%
<b>TOTAL REVENUES</b>	<b>(4,347,768)</b>	<b>(3,677,106)</b>	<b>(3,734,657)</b>	<b>(57,551)</b>	<b>1.6%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	(4,347,768)	(3,677,106)	(3,734,657)	(57,551)	1.6%
<b>TOTAL APPROPRIATIONS</b>	<b>(4,347,768)</b>	<b>(3,677,106)</b>	<b>(3,734,657)</b>	<b>(57,551)</b>	<b>1.6%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**1906 – Fund 001-General Fund Other – Debt Service Summary of Other Administered Budgets**  
**Bill Emlen, County Administrator**  
**Other General**

**FUNCTION AND RESPONSIBILITIES**

This budget is used as a General Fund conduit to finance the 2021, 2017, and 2013 Certificates of Participation (COP).

The 2017 COPs 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 the 2017 Certificates of Participation (BU 8037).

The 2013 COPs were issued to finance the Animal Care Expansion Project at 2510 Clay Bank Road in Fairfield. The Animal Care Expansion Project includes the installation of a new pre-engineered kennel (12,500 square feet), and the renovation of the 2,600 square-foot portion of the existing 13,000 square-foot Animal Shelter building. In accordance with a Memorandum of Understanding, the County and the seven cities in the County agreed to share in the annual debt service requirements of the 2013 COP. The County General Fund share is approximately 10% of the annual debt service requirements. This is the General Fund share for the 2013 Certificates of Participation (BU 8036).

The 2021 COPs were issued to finance the cost to acquire, install, renovate, and construct certain capital improvements for various County Facilities including but not limited to, the installation of solar energy systems and other energy savings related projects. This is the General Fund share for the 2021 Certificates of Participation (BU 8000).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,178,431 or 113.1% in appropriations when compared to the FY2021/22 Adopted Budget. This represents the General Fund share of the principal and interest payments on the 2021 COPs (\$2,059,114), 2017 COPs (\$2,000,723), and the 2013 COPs (\$44,970).

See related 2013 Certificates of Participation (BU 8036), 2017 Certificates of Participation (BU 8037), and 2021 Certificates of Participation (BU 8000) under the Auditor-Controller.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	1,893,858	1,926,376	4,104,807	2,178,431	113.1%
<b>TOTAL APPROPRIATIONS</b>	<b>1,893,858</b>	<b>1,926,376</b>	<b>4,104,807</b>	<b>2,178,431</b>	<b>113.1%</b>
<b>NET COUNTY COST</b>	<b>1,893,858</b>	<b>1,926,376</b>	<b>4,104,807</b>	<b>2,178,431</b>	<b>113.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

In FY2022/23, the General Fund share of the principal and interest payments on the 2017 COPs includes \$160,000 in costs which would otherwise be funded by Courthouse Temporary Construction Fund (BU 4140). However, projected court fines and vehicle violations in the Courthouse Temporary Construction Fund (BU 4140) are not trending to meet the debt service obligations in FY2022/23. As a result, the General Fund is funding the shortfall. See Courthouse Temporary Construction Fund (BU 4140) for additional details.

The 2021 COPs were issued on October 21, 2021. The Recommended Budget includes the first payment of \$2,059,114 which is due in FY2022/23.

**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 between 10 and 12 reports which will be released later in June 2022.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$35,708 or a 26.9% in appropriations when compared to the FY2021/22 Adopted Budget. The increase in appropriations is primarily due to an increase in Countywide Administrative Overhead cost, Central Data and Processing charges, and an increase in the County’s portion of salary and benefits for the Civil Grand Jury’s Administrative Assistant. The Budget is funded within the County General Fund and has no revenue.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	90	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>90</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	101,596	115,634	117,353	1,719	1.5%
OTHER CHARGES	18,165	16,580	50,569	33,989	205.0%
INTRA-FUND TRANSFERS	654	750	750	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>120,415</b>	<b>132,964</b>	<b>168,672</b>	<b>35,708</b>	<b>26.9%</b>
<b>NET COUNTY COST</b>	<b>120,415</b>	<b>132,964</b>	<b>168,672</b>	<b>35,708</b>	<b>26.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**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, whether they choose to submit claims for their

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reimbursable expenses and the reimbursement price for miles traveled. 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. The position provides critical administrative support to all Civil Grand Jury activities.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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. Wainright* and *Argersinger v. Hamlin* provide that no accused may be deprived of liberty as the result of any criminal prosecution in which they were denied the assistance of counsel.

**FUNCTION AND RESPONSIBILITIES**

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

While the County Administrator is responsible for management of this budget, the Court has historically served as its *ad hoc* administrator by appointing private attorneys subject to Court screening, and by providing initial processing of claims for services rendered consistent with a set of fees of services guidelines.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decreases of \$111,932 or 3% in both revenues and appropriations when compared to FY2021/22 Adopted Budget. The primary funding source for the budget is the County General Fund. The decrease in Net County Cost is primarily due to a reduction in extra help staffing.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
GENERAL FUND CONTRIBUTION	2,602,754	3,790,737	3,678,805	(111,932)	(3.0%)
<b>TOTAL REVENUES</b>	<b>2,602,754</b>	<b>3,790,737</b>	<b>3,678,805</b>	<b>(111,932)</b>	<b>(3.0%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	0	413,580	279,338	(134,242)	(32.5%)
SERVICES AND SUPPLIES	2,510,876	3,353,152	3,382,796	29,644	0.9%
OTHER CHARGES	91,878	21,859	16,671	(5,188)	(23.7%)
OTHER FINANCING USES	0	2,146	0	(2,146)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,602,754</b>	<b>3,790,737</b>	<b>3,678,805</b>	<b>(111,932)</b>	<b>(3.0%)</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget; however, extra help assists with cases where a legal 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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets 6800 – Fund 901-California Med. Fac. (CMF) Cases**  
**Bill Emlen, 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 PC §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 an increase of \$6,600 or 1.6% in appropriations when compared to the FY2021/22 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 increase in appropriations is due to an increase in County Administrative Overhead.

Contracts

None requiring Board action.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	449,734	450,000	450,000	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	46,061	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>495,795</b>	<b>450,000</b>	<b>450,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	522,300	397,442	399,500	2,058	0.5%
OTHER CHARGES	10,784	7,699	12,241	4,542	59.0%
<b>TOTAL APPROPRIATIONS</b>	<b>533,083</b>	<b>405,141</b>	<b>411,741</b>	<b>6,600</b>	<b>1.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>37,288</b>	<b>(44,859)</b>	<b>(38,259)</b>	<b>6,600</b>	<b>(14.7%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

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

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**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets 6901 – Fund 905-2011 Realignment–Administration**  
**Bill Emlen, 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. This plan is periodically required to be updated. The most recent update occurred in 2021.

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.

The 2011 Realignment-Administration budget represents a small component of the Solano County AB 109 budget, with the majority of the County’s AB 109 funding allocated within each of the respective County Departments where AB 109 operations occur, including but not limited to the Probation Department, Sheriff, District Attorney, Public Defender, Alternate Defender, Health & Social Services, and Solano Courts.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and an increase of \$32,894 or 19.6% in appropriations when compared to the FY2021/22 Adopted Budget, funded entirely by available prior year unspent one-time AB 109 planning funds. The Recommended Budget includes \$125,077 which will be provided to the Superior Court of California County of Solano for partial funding of the Court’s Collaborative Court Manager and \$16,965 for partial funding of the Veterans Court Case Manager. The Budget also includes \$58,598 allocated for the continued implementation of the approved Local Realignment Implementation Plan funded by the allocation of one-time funds from the State.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	151,356	150,000	150,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>151,356</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	41,782	58,598	58,598	0	0.0%
OTHER CHARGES	109,574	109,148	142,042	32,894	30.1%
<b>TOTAL APPROPRIATIONS</b>	<b>151,356</b>	<b>167,746</b>	<b>200,640</b>	<b>32,894</b>	<b>19.6%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>17,746</b>	<b>50,640</b>	<b>32,894</b>	<b>185.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**6901 – Fund 905-2011 Realignment-Administration Summary of Other Administered Budgets**  
**Bill Emlen, County Administrator**  
**Judicial**

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**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.

AB 109 Growth funding is a component of the statewide allocation and is based on the County's success in achieving performance measures established by the State AB 109 Growth Funding in FY2022/23 is projected based on initial Statewide estimates and is subject to change.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**FUNCTION AND RESPONSIBILITIES**

The American Rescue Plan Act (ARPA) was signed into law on March 11, 2021. American Rescue Plan Act of 2021 (H.R. 1319). The ARPA provides funding for direct relief in the continued response and recovery to the COVID-19 pandemic. Solano County received a one-time direct federal funding allocation under the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program of \$86,949,405. The use of the direct funding allocation must be in-line with eligible spending categories defined by the US Treasury’s Final Rule per 31 CFR Part 35. Per the US Treasury the funding may be utilized to:

- Replace lost public sector revenue, using this funding to provide government services up to the amount of revenue lost due to the pandemic.
- Respond to the far-reaching public health and negative economic impacts of the pandemic, by supporting the health of communities, helping households, small businesses, impacted industries, nonprofits, and the public sector recover from economic impacts.
- Provide premium pay for essential workers, offering additional support to those who have and will bear the greatest health risks because of their service in critical sectors.
- Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand affordable access to broadband internet.

Funding can be used to cover eligible costs incurred during the period that began on March 3, 2021 and ends on December 31, 2024. All obligations incurred must be fully expended by December 31, 2026.

The process for determining the allocation and use of the County’s direct ARPA SLFRF funding is at the discretion the County Board of Supervisors. The Board has directed a comprehensive process to analyze the US Treasury’s requirements, conduct a public outreach and community engagement process, review and identify County needs within the eligible spending categories, and determine the best use of these one-time COVID-19 recovery funds. The Board’s process to determine the allocation of ARPA funding is ongoing as of the time of this budget.

Solano County utilizes the American Rescue Plan Act Fund (Fund 290) to provide a separate budget unit to account for the County’s utilization of the one-time federal American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Fund (SLFRF) allocation.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$12,349,455 or 100% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The FY2022/23 Recommended Budget includes only those Board approved ARPA projects as of April 1, 2022. The approved projects reflect the recovery effort in addressing the negative economic impacts of the pandemic and services to disproportionately impacted communities. The approved projects as of April 1, 2022 focus on investments in small business recovery efforts and in supporting children and education. The process to determine the allocation of the remaining funding remains in process and will continue in FY2022/23.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	0	0	12,349,455	12,349,455	100.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>12,349,455</b>	<b>12,349,455</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	12,349,455	12,349,455	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>12,349,455</b>	<b>12,349,455</b>	<b>100.0%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The process for allocation of the one-time ARPA SLFRF funding remains in process and will continue in FY2022/23. As the Board approves eligible projects in-line with the US Treasury’s Final Rule, funding will be appropriated in Fund 290 – BU 2960 for project implementation.



## **FUNCTION AND RESPONSIBILITIES**

The Office of Family Violence Prevention (OFVP) was established by the Board of Supervisors on June 23, 1998, to reduce family violence in Solano County through collaborative and coordinated activities with County departments, community-based organizations, and non-profit victim service agencies with a focus on countywide prevention efforts. The Office of Family Violence Prevention was initially created under the County Administrator's Office. Since that time, OFVP was transferred to the Probation Department in 2005, then to the District Attorney's Office in 2011, and now back to the County Administrator's Office effective April of 2022.

This budget unit was established in the General Fund to provide funding to administer violence prevention activities on a countywide basis and enable the Office of Family Violence Prevention to receive and separately account for various federal, State, and private foundation grants, as mandated by funding agency guidelines. A portion of OFVP's appropriations are offset by dedicated revenue sources including Domestic Violence Oversight/Vital Records Fees. The OFVP also serves as a pass-through agency for award of Battered Women's Shelter Fees and Marriage License Fee Surcharge Funding collected pursuant to the California State Domestic Violence Centers Act.

On February 27, 2007, the Board authorized OFVP to conduct a feasibility analysis of a Family Justice Center in Solano County. On February 24, 2009, the Board approved the study and authorized moving forward with strategic implementation planning. The Solano Family Justice Center began providing collocated services on February 2, 2011, although a formal site had not yet been identified. The current site of the Family Justice Center opened its doors on April 24, 2013, the Family Justice Center and the Office of Family Violence Prevention is still located at the same place today.

The principal budgetary activities are:

### 5501 OFVP Administration

Monitoring available funding opportunities, collaborating with County departments and non-profit community partners to write and submit grant applications; providing education/training on the negative effects of family violence on children; providing oversight of AB 2405 (2008) funding imposed and collected by the Courts upon convictions of crimes of domestic violence California Penal Code §1463.27. (Fees are restricted to enhance services for Domestic Violence (DV) victims who are immigrants, refugees, and/or rural community members); providing direction and staff support to the Solano Partnership Against Violence, the Board-Appointed DV Coordinating Council and advisory board; and providing program oversight and fiscal support for the grant or dedicated revenue-funded projects outlined below.

### 5511 Solano Family Justice Center

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 (Health and Safety Code §103628 and Welfare and Institutions Code §18309.5) authorized pursuant to State legislation first enacted in 2005 AB 2010 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 SB 154 (Wolk) enacted in 2011 eliminated the sunset date for this legislation, ensuring Solano County a continued revenue source dedicated to oversight of domestic violence related services. DVO-VRF funding was instrumental in the planning, development, and launch of the Solano Family Justice Center and supports its operational costs.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

### Accomplishments:

- Solano Family Justice Center Continues Collaboration with Fighting Back Partnership: The Office of Family Violence Prevention (OFVP) occupies a satellite office at Fighting Back Partnership in Vallejo to provide direct services to victims of violence via walk-in or referral. Services include assistance with filing Protection Orders, comprehensive needs

## 5500 – Fund 001-Office of Fam Violence Prevention Summary of Other Administered Budgets

### Bill Emlen, County Administrator

### Other Protection

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assessment, referrals for public benefits (cash aid, MediCal, food stamps), court accompaniment, Safe at Home applications, completion of Cal VCB applications, and referrals for many other services located at the FJC.

- Community Action Partnership Domestic Violence Coordinated Entry Systems Grant Program (DV-CES Grant): In July 2021, the Community Action Partnership Domestic Violence Coordinated Entry Systems Grant Program was renewed and awarded to the Office of Family Violence Prevention and administered at the Solano Family Justice Center. This grant provides support for staff to coordinate services for victims and survivors of domestic violence fleeing abuse and are at risk of becoming homeless or are currently homeless. Services include client needs assessments, case management services, and referrals to housing services for the homeless.
- CalOES (XC) County Victim Services Program Grant Renews Funding: In FY2021/22 grant funding was renewed to continue funding Office of Family Violence Prevention Social Workers to provide services to youth. Grant objectives included collaboration with Fairfield-Suisun Unified School District for the development and implementation of school-based curriculums with the goal of violence prevention and promotion of healthy relationships.

#### WORKLOAD INDICATORS

- In FY2021/22, Office of Family Violence Prevention (OFVP) Social Workers served 826 clients and received 718 new cases, the vast majority of which were domestic violence related, but also included elder abuse, child sexual assault, and child abuse/neglect cases.
- In FY2021/22, OFVP Social Workers and Family Justice Center on-site partner agencies provided a total of 4,743 units of service to clients receiving services at the Solano Family Justice Center.
- In FY2021/22, the OFVP provided field placement internships for 8 undergraduate and graduate students working toward degrees in social work. Interns provided 2,164 service hours at the Solano Family Justice Center.

#### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of \$35,468 or 13.5% in revenues and an increase of \$37,765 or 3.8% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the Net County Cost increased \$73,233 or 10.2% when compared to the FY2021/22 Adopted Budget. The General Fund Contribution is \$794,248.

##### Primary Funding Sources

The primary funding source for the OFVP is the General Fund at \$794,248 or 77.8% of total revenues. Other revenues of \$226,787 includes Marriage License Fees, Battered Women fee revenue, grant revenue, and vital record fee revenue.

The Recommended Budget includes a \$35,468 or 13.5% net decrease in revenues primarily due to the following:

- State Grant revenue decreased by \$67,000 as the Kaiser Grant is anticipated being expended in FY2021/22.
- Misc Revenue increased \$31,332 as there is a projected increase of Vital Record Fees being used in FY2022/23.

##### Primary Costs

The Recommended Budget includes a \$37,765 or 3.8% increase in appropriations due primarily to the following:

- Salaries and Employee Benefits reflect an increase of \$26,104 or 4.5% primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs and workers compensation rates.
- Services and Supplies reflect an increase of \$16,648 or 7% primarily due to an \$80,000 increase in professional services related to strategic planning and specialized consulting services, and a \$7,019 increase in Insurance - Risk Management partially offset by reductions of \$67,000 in grant funded contracted services related to the close out of the 2021 Kaiser Grant and the anticipation of fully expending the 2022 Kaiser Grant.
- Other Charges reflect a decrease of \$5,773 or 11.8% due to a decrease in Countywide Administrative Overhead charges partially offset with an increase in Interfund Services Used for the temporary transitional management services of the Children and Family Commission.

**Summary of Other Administered Budgets 5500 – Fund 001-Office of Fam Violence Prevention**  
**Bill Emlen, County Administrator**  
**Other Assistance**

- Other Financing Uses reflect an increase of \$306 or 5.5% due to an increase in pension obligation costs.
- Intrafund Transfers reflect an increase of \$480 or 0.4% related to General Services' Facilities Division costs for building maintenance, grounds, and custodial services at the SFJC.

Contracts

The FY2022/23 Recommended Budget includes a total of \$120,000 or 11.8% in contracted services which includes the following:

- \$50,000 for technical assistance services with Reina Sandoval-Beverly.
- \$40,000 for local domestic violence crisis shelter services funded with Marriage License Fee and Battered Women Fee revenue pursuant to Penal Code §1203.097(a).
- \$30,000 for strategic planning services with Alliance for HOPE International.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	55,476	45,000	45,000	0	0.0%
FINES, FORFEITURES, & PENALTY	2,676	1,600	1,800	200	12.5%
INTERGOVERNMENTAL REV STATE	271,878	151,718	84,718	(67,000)	(44.2%)
INTERGOVERNMENTAL REV FEDERAL	65	0	0	0	0.0%
MISC REVENUE	30,919	63,937	95,269	31,332	49.0%
<b>TOTAL REVENUES</b>	<b>361,014</b>	<b>262,255</b>	<b>226,787</b>	<b>(35,468)</b>	<b>(13.5%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	565,210	574,021	600,125	26,104	4.5%
SERVICES AND SUPPLIES	298,099	236,383	253,031	16,648	7.0%
OTHER CHARGES	53,871	49,131	43,358	(5,773)	(11.8%)
OTHER FINANCING USES	5,104	5,566	5,872	306	5.5%
INTRA-FUND TRANSFERS	117,458	118,169	118,649	480	0.4%
<b>TOTAL APPROPRIATIONS</b>	<b>1,039,743</b>	<b>983,270</b>	<b>1,021,035</b>	<b>37,765</b>	<b>3.8%</b>
<b>NET COUNTY COST</b>	<b>678,729</b>	<b>721,015</b>	<b>794,248</b>	<b>73,233</b>	<b>10.2%</b>

<b>STAFFING</b>					
OFFICE OF FAMILY VIOLENCE MGMT	3	4	4	0	0.0%
<b>TOTAL STAFFING</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**5500 – Fund 001-Office of Fam Violence Prevention Summary of Other Administered Budgets**  
**Bill Emlen, County Administrator**  
**Other Protection**

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**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

On March 8, 2022, as part of the Midyear Budget the Board approved the following position changes:

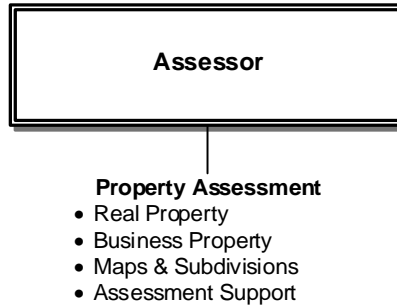
- Extend 1.0 FTE Social Worker III, Limited-Term, to June 30, 2023, funded with County General Fund.
- Extend 1.0 FTE Social Worker II, Limited-Term, to June 30, 2023, funded with Joint Powers Authority DV Housing Grant.

There are no changes in position allocation requested in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

On December 14, 2021 the Board of Supervisors received the Solano Family Justice Center Snapshot Report with recommendations by the Alliance for HOPE International (Alliance). The Board concurred with the conclusions and recommendations in the Alliance report and directed the County Administrator's Office to proceed with next steps with work focused on a transition plan, the development of an advisory committee structure, a request for proposal for a new lead agency, and a strategic planning process and to return to the Board with follow-up and recommendations. In March 2022 the Board approved a proposed transition plan to include the development of an advisory committee and the transfer of the Office of Family Violence Prevention, including the management and administration of personnel, fiscal duties, and day-to-day operations from the District Attorney's Office to the County Administrator's Office effective April 3, 2022. It is anticipated that the County Administrator's Office and the advisory committee will be returning to the Board with a request for proposal for a new lead agency for the Family Justice Center in the near future and the Strategic Planning Process facilitated by the Alliance will begin shortly thereafter. Once a new lead agency is selected and the strategic planning process is completed, it is expected that the structure and functions of the OFVP may change.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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, 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 office.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	8,313,317
FY2022/23 Recommended:	8,917,258
County General Fund Contribution:	4,796,258
Percent County General Fund Supported:	53.8%
Total Employees (FTEs):	48

**FUNCTION AND RESPONSIBILITIES**

The County Assessor annually identifies, locates, inspects, analyzes, and determines the assessed value of approximately 150,555 parcels, 6,600 business properties, 7,000 boats, 1,300 manufactured homes, and 200 aircraft located in the County. Additionally, the County Assessor reviews approximately 20,400 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 2,310 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, 2021 saw 1,400 properties removed from Proposition 8 status, which brings the estimated remaining on Proposition 8 status to 7,100 properties during FY2021/22 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 9,500 changes in ownership and new construction valuations, representing a decrease in assessment work over the prior year.
- Resolved 230 assessment appeals during the year.
- Continued success using the automated valuation model (AVM) software program to streamline the processing of residential property assessments.
- Maintained online e-filing option for Solano County businesses to submit Business Property Statements. The Standard Data Record (SDR) site that hosts e-filing is a complete online solution for filing Business Property Statements in the State

Marc Tonnesen, Assessor/Recorder  
Finance

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.
- Actively participated in 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 6,620 residential parcels and approximately 461 non-residential property types for Proposition 8 valuation purposes.
- Reviewed, analyzed, and defended enrolled assessed values of 230 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 5,000 business property statements, 3,000 of which were submitted through e-filing, which were used to determine unsecured assessments, assess 3,700 boats and 200 aircraft.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
PROPERTY ASSESSMENT	3,115,087	4,575,877	4,121,000	(454,877)	(9.9%)
<b>TOTAL REVENUES</b>	<b>3,115,087</b>	<b>4,575,877</b>	<b>4,121,000</b>	<b>(454,877)</b>	<b>(9.9%)</b>
<b>APPROPRIATIONS</b>					
PROPERTY ASSESSMENT	7,968,337	8,942,744	8,917,258	(25,486)	(0.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>7,968,337</b>	<b>8,942,744</b>	<b>8,917,258</b>	<b>(25,486)</b>	<b>(0.3%)</b>
<b>NET COUNTY COST</b>					
PROPERTY ASSESSMENT	4,853,250	4,366,867	4,796,258	429,391	9.8%
<b>NET COUNTY COST</b>	<b>4,853,250</b>	<b>4,366,867</b>	<b>4,796,258</b>	<b>429,391</b>	<b>9.8%</b>

<b>STAFFING</b>					
PROPERTY ASSESSMENT	49	49	48	(1)	(2.0%)
<b>TOTAL STAFFING</b>	<b>49</b>	<b>49</b>	<b>48</b>	<b>(1)</b>	<b>(2.0%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decreases of \$454,877 or 9.9% in revenues and \$25,468 or 0.3% in appropriations when compared to FY2021/22 Adopted Budget. As a result, the Net County Cost increased by \$429,391 or 9.8% over last year.

Primary Funding Source

The primary funding sources for the Department are the General Fund, comprised of \$4,796,258 or 53.8%, and Charges for Services, comprised of \$4,121,000 or 46.2%.

The Recommended Budget includes a \$454,877 or 9.9% decrease in revenues due to the decrease in Charges for Services for the reimbursement made by the Department of Information Technology (DoIT) for labor cost associated with the County Assessment Tax System (CATS) Project. This decrease was offset by increases in 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 and the Department’s share in the SB 813 collection fees resulting from transfers and improvements to real property.

Primary Costs

The Recommended Budget of \$8,917,258 includes a \$25,486 or 0.3% net decrease in appropriations due to the following:

- Salaries and Employee Benefits of \$6,547,708 reflect a net increase of \$143,093 or 2.2% due to negotiated and approved labor contracts resulting in an increase of wages and CalPERS retirement costs.
- Services and Supplies of \$2,018,282 reflect a decrease of \$126,614 or 5.9% and is primarily driven by decreases in contracted services for appeals consultants and the completion of the personal computer refresh project. These savings were offset by increases in County provided services including liability insurance and central data processing services.
- Other Charges of \$552,033 reflect an increase of \$31,532 or 6.1%, due to increase in Countywide Administrative Overhead offset by decrease in CAC Building Charges.
- Intrafund Transfers of \$263,662 reflect a decrease of \$73,491 or 38.6% driven by the share of the Assessor in the salaries and employee benefits for the Department Head, Assistant Department Head, Office Coordinator, and the addition of a Staff Analyst position in the FY2021/22 Midyear Budget.

Contracts

The FY2022/23 Recommended Budget includes a total of \$303,000 for contracted services which include the following significant contracts:

- \$150,000 for legal and consulting services for property tax appeals
- \$153,000 for consultant for mineral rights assessment services

Fixed Assets

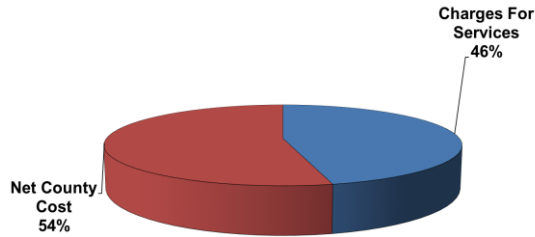
None.

**DEPARTMENT COMMENTS**

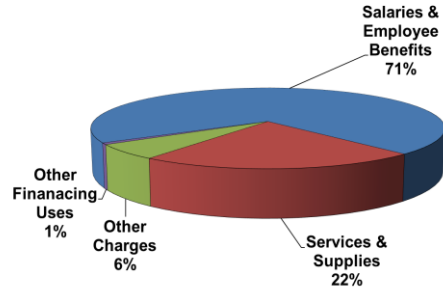
On November 3, 2020, voters in California approved Proposition 19 “The Home Protection for Seniors, Severely Disabled, Families, and Victims of Wildfires or Natural Disasters Act.” This Constitutional amendment to Proposition 13 removed and changed some of the parent to child and grandparent to grandchild property tax exclusions and expanded provisions for base year value transfers of a primary residence for persons at least 55 years of age, severely disabled, victims of wildfires or natural disasters. As such, the Assessor continues to work with the California Assessors’ Association, the Legislature, and the Board of Equalization to provide guidance on this new law and how it applies to changes in ownership.

In response to various natural disasters, the Assessor continues to assist Solano County property owners with the calamity assessment process for property tax relief. The Department also continues to leverage its Limited Term Staff to allow current staff and subject matter experts to participate in the CATS project. 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. The volume of customer inquiries remains steadily high as the Department continues to educate the public on property value increases, new Proposition 19 legislation, and restoration of Proposition 13 base values. In response to COVID-19 safety precautions, the Department also continues to increase paperless processes which allows for additional employee telecommuting options.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	15,105	0	0	0	0.0%
CHARGES FOR SERVICES	3,099,980	4,575,877	4,121,000	(454,877)	(9.9%)
MISC REVENUE	2	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,115,087</b>	<b>4,575,877</b>	<b>4,121,000</b>	<b>(454,877)</b>	<b>(9.9%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	5,503,859	6,404,615	6,547,708	143,093	2.2%
SERVICES AND SUPPLIES	2,083,738	2,144,896	2,018,282	(126,614)	(5.9%)
OTHER CHARGES	504,306	520,501	552,033	31,532	6.1%
OTHER FINANCING USES	53,343	62,903	62,897	(6)	(0.0%)
INTRA-FUND TRANSFERS	(176,910)	(190,171)	(263,662)	(73,491)	38.6%
<b>TOTAL APPROPRIATIONS</b>	<b>7,968,337</b>	<b>8,942,744</b>	<b>8,917,258</b>	<b>(25,486)</b>	<b>(0.3%)</b>
<b>NET COUNTY COST</b>	<b>4,853,250</b>	<b>4,366,867</b>	<b>4,796,258</b>	<b>429,391</b>	<b>9.8%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in position allocations since the adoption of the FY2021/22 Budget are provided below:

On March 8, 2022, the Board approved the following position changes:

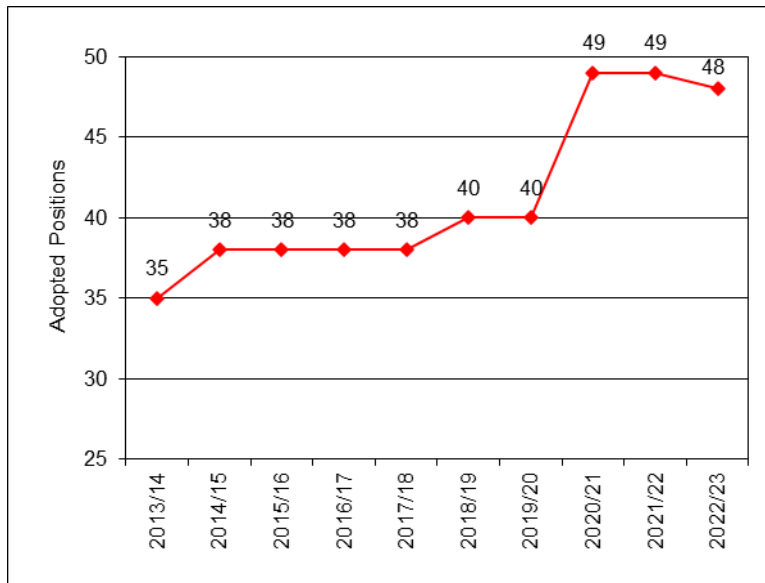
- Added 1.0 FTE Staff Analyst to provide administrative support due to the growth of the department.
- Converted 1.0 FTE Limited-Term to regular FTE Office Assistant III to aid in processing property ownership changes.

The FY2022/23 Recommended Budget includes the following organizational and proposed position changes. These positions were requested to provide operational assistance during the implementation of the CATS project, which is anticipated to be fully implemented in FY2022/23.

- Delete 1.0 FTE Limited-Term Appraiser (Entry) expiring June 30, 2023.
- Delete 1.0 FTE Limited-Term Clerical Operations Supervisor expiring June 30, 2023.



**STAFFING TREND**



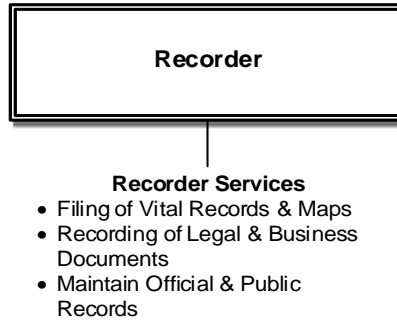
**PENDING ISSUES AND POLICY CONSIDERATIONS**

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 for funding by the Board of Supervisors in FY2016/17. The CATS project with an estimated project cost of \$10 million is anticipated to be implemented and completed in FY2022/23.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
2909 RECORDER	3,135,019	2,518,500	2,564,000	45,500	1.8%
4000 RECORDER SPECIAL REVENUE	1,263,543	1,017,000	925,300	(91,700)	(9.0%)
<b>APPROPRIATIONS</b>					
2909 RECORDER	1,947,147	2,137,667	2,288,334	150,667	7.0%
4000 RECORDER SPECIAL REVENUE	645,920	819,843	998,270	178,427	21.8%
<b>NET CHANGE</b>					
2909 RECORDER	(1,187,872)	(380,833)	(275,666)	105,167	(27.6%)
4000 RECORDER SPECIAL REVENUE	(617,623)	(197,157)	72,970	270,127	(137.0%)

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 office.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	2,128,261
FY2022/23 Recommended:	2,288,334
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 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. Daily, the Recorder collects and disburses special fees and surcharges over and above actual recording fees for these agencies. Presently, the Recorder's Office collects funds for trial court funding, family violence prevention, local spousal and child abuse programs, the Assessor, the District Attorney, Resource Management's Public Works Division, State Department of Health, State Controller, and all cities in Solano County.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Accomplishments:

- The Recorder's Office indirectly supports health and public safety programs by collecting revenues on their behalf. In 2021, the Recorder's Office collected \$15,400 for the State of California's Family Law Trust Fund, \$41,200 for the County's Office of Family Violence Prevention, and \$86,000 for the County's Children's Trust, which funds child neglect and abuse

prevention and intervention programs. Also collected were \$619,800 for the Trial Court Fund to help State court operating costs, \$1.0 million for the District Attorney's Real Estate Fraud Prosecution Fund, and \$7.3 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 \$10.4 million.

- The Recorder's Office continues to aid the District Attorney in the expansion of the Real Estate Fraud Prosecution Fund. Pursuant to Government Code §27388, State Bill 1342, the County Board of Supervisors approved the District Attorney's permanent increase of the Real Estate Fraud Fee to \$10.00 effective November 3, 2015, which applied to 58 types of documents. The Recorder's Office examines each document to determine the qualifications and distributes the fee to the District Attorney's Office. In 2021, the fee was applied to 114,000 of the over 157,000 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 2021, a total of 1,600 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 2021, the Recorder collected the Senate Bill 2 fee on 103,300 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 November 17, 2020, the Recorder's Office received Board of Supervisors approval to withdraw from the Joint Powers Agreement with California Electronic Recording Transaction Authority effective July 1, 2021. The department also received Board approval to participate in the Statewide Electronic Courier Universal Recording Environment (SECURE), a multi-county Electronic Recording Delivery System (ERDS) owned and operated by Los Angeles, Orange, Riverside and San Diego Counties. The system is compliant with Government Code §27392 (a) which requires recording delivery system to be operational only with system certification by the Attorney General. The change to the new system occurred on July 1, 2021. In 2021, 105,000 documents were recorded electronically, which is a 83% increase in E-Recording over last year. E-Recorded documents now accounts for 67% of recorded documents.

### **WORKLOAD INDICATORS**

- In 2021, the Department examined, recorded, indexed, and verified over 157,000 documents: 105,000 E-Recorded, 52,000 submitted by mail or in person.
- In 2021, approximately 20,600 official birth, death, and marriage certificates were issued as well as over 4,500 certified copies of official records.

### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$45,500 or 1.8% in revenues and an increase of \$150,667 or 7% in appropriations when compared to FY2021/22 Adopted Budget. As a result, the Net County Cost is increased by \$105,167.

#### Primary Funding Sources

The primary funding source for the Department is Charges for Services, which comprises \$2,530,000 or 99% of the total revenue representing the Recording Fees for the recording of official documents.

**Summary of Other Administered Budgets**

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

Primary Costs

The Recommended Budget includes a \$150,667 or 7% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$61,803 or 4% resulting from increase in salaries and benefits resulting from labor agreements and CalPERS retirement costs.
- Services and Supplies reflect a decrease of \$1,773 or 0.9% primarily due to a decrease in Central Data Processing Services partially offset by increases in office expense and other internal services including communication telephone services and insurance-risk management.
- Other Charges reflect an increase of \$21,977 or 16.5% due to increase in Countywide Administration Overhead costs.
- Intra-Fund Transfers reflect an increase of \$68,123 or 29.2% for an increase in the share of the Department’s portion of the salaries and employee benefits of the Department Head, Assistant Department Head, Office Coordinator, and newly allocated Staff Analyst, offset by a decrease in postage due to the continued use of Electronic Recording.

Contracts

None.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

Per Health and Safety Code §103525.5(c) as amended by Assembly Bill 128, starting January 1, 2022, Vital Records fee increased by \$4 for Birth Certificate (\$30.00 to \$34.00), \$3 for Government Birth Certificate (\$21.00 to \$24.00), three dollars for Death and Government Death Certificate (\$23.00 to \$26.00), \$3 for Fetal Death Certificate (\$18.00 to \$21.00), \$2 for Marriage Certificate (\$17.00 to \$19.00), and \$1 for Government Marriage Certificate (\$13.00 to \$14.00) were applied. These increases will be collected by the Recorders Office on behalf of the California State Registrar.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	2,600	0	0	0	0.0%
CHARGES FOR SERVICES	3,114,043	2,490,000	2,530,000	40,000	1.6%
MISC REVENUE	18,376	28,500	34,000	5,500	19.3%
<b>TOTAL REVENUES</b>	<b>3,135,019</b>	<b>2,518,500</b>	<b>2,564,000</b>	<b>45,500</b>	<b>1.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,453,183	1,550,098	1,611,901	61,803	4.0%
SERVICES AND SUPPLIES	132,511	205,916	204,143	(1,773)	(0.9%)
OTHER CHARGES	136,810	133,574	155,551	21,977	16.5%
OTHER FINANCING USES	13,843	14,712	15,249	537	3.7%
INTRA-FUND TRANSFERS	210,800	233,367	301,490	68,123	29.2%
<b>TOTAL APPROPRIATIONS</b>	<b>1,947,147</b>	<b>2,137,667</b>	<b>2,288,334</b>	<b>150,667</b>	<b>7.0%</b>
<b>NET COUNTY COST</b>	<b>(1,187,872)</b>	<b>(380,833)</b>	<b>(275,666)</b>	<b>105,167</b>	<b>(27.6%)</b>

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

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

On September 28, 2021, the Governor approved Assembly Bill 1466 “Real Property: Discriminatory Restrictions” (Chapter 359 of Statutes of 2021) codified in Government Code §12956.1. This bill would include a requirement of each County Recorder to establish a restrictive covenant program to assist in the redaction of unlawfully restrictive covenants. In this regard, the bill would require each County Recorder to prepare an implementation plan by July 1, 2022, as specified, identify unlawfully restrictive covenants in the records of their office, and to redact unlawfully restrictive covenants, as specified.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 (GC) §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. GC §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. GC §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 creating and maintaining a dual records system, containing two separate yet similar databases, 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. GC §27361(d). Pursuant to GC §27361(d)(2), the Recorder’s Office ceased collection of this fee effective January 1, 2018. It is anticipated that existing Fund Balance can sustain the program until the year 2038.
- (BU 4005): The Electronic Recording Fund was implemented in FY2018/19 by the Recorder to collect the \$1.00 fee per recorded document to support and administer an Electronic Recording Delivery System (ERDS). GC §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 themselves of the electronic recording service.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$91,700 or 9% in revenues and an increase of \$178,427 or 21.8% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the fund balance is decreased by \$270,127.

Primary Funding Sources

The primary funding source for the Department is Charges for Services, which comprise of \$900,000 or 97.3% of the total revenues.

The Recommended Budget includes a \$15,000 or 1.6% decrease in Charges for Services revenue over last fiscal year due to decreasing trend in real estate activity triggered by increasing interest cost to finance/refinance the acquisition of real property. Interest income shows a decrease of \$76,700 or 75.2% when compared to FY2021/22 due to the decrease in interest rates in the County pool.

Primary Costs

The Recommended Budget includes a \$178,427 or 21.8% increase in appropriations primarily due to an increase in software maintenance and support from the anticipated implementation of indexing software to aid in the efficiency of processing change in ownership of real property. This is offset by decrease in computer related line items as the department completed its computer refresh in the prior year.

Contracts

The FY2022/23 Recommended Budget includes a total of \$250,000 for restoration, preservation, and imaging of historic data.

Marc Tonnesen, Assessor/Recorder  
Other Protection

Fixed Assets

The Recommended Budget includes the following fixed assets:

- \$10,000 to replace the aging Ultrasonic Film Splicer used to create and repair microfilm.

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

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	89,702 <u>1,173,841</u>	102,000 <u>915,000</u>	25,300 <u>900,000</u>	(76,700) <u>(15,000)</u>	(75.2%) <u>(1.6%)</u>
<b>TOTAL REVENUES</b>	<b>1,263,543</b>	<b>1,017,000</b>	<b>925,300</b>	<b>(91,700)</b>	<b>(9.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	645,885	819,843	988,270	168,427	20.5%
OTHER CHARGES	35	0	0	0	0.0%
F/A EQUIPMENT	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0.0%</u>
<b>TOTAL APPROPRIATIONS</b>	<b>645,920</b>	<b>819,843</b>	<b>998,270</b>	<b>178,427</b>	<b>21.8%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(617,623)</b>	<b>(197,157)</b>	<b>72,970</b>	<b>270,127</b>	<b>(137.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

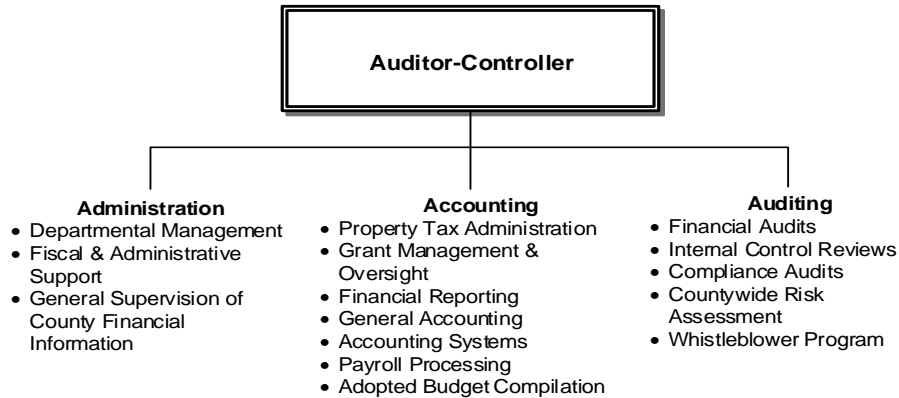
**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.





**DEPARTMENTAL PURPOSE**

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

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	6,074,160
FY2022/23 Recommended:	6,593,929
County General Fund Contribution:	827,940
Percent County General Fund Supported:	12.6%
Total Employees (FTEs):	38

**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; compiles the County’s Comprehensive Annual Financial Report and Adopted Budget; ensures financial reporting in accordance with County policies, State and federal laws, and Generally Accepted Accounting Principles; processes payroll and related transactions for over 3,100 employees; calculates and processes all State, Federal, and negotiated leave programs for employees on leave; manages the debt service funds for all long-term debt of the County; manages the countywide OneSolution financial 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; and administers the County’s Whistleblower Program and promotes internal controls.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Continue to work with DoIT, Assessor/Recorder, and the Treasurer/Tax Collector/County Clerk to implement the County Assessment and Taxation System (CATS), the new property tax system replacing the Solano County Integrated Property System (SCIPS). The CATS, formally known as the Aumentum System, owned by Harris Computer Corporation, is a more integrated and efficient property tax system. On April 4, 2017, the Board of Supervisors approved the replacement of SCIPS, a multiyear project, at an estimated cost of \$10 million (excluding staff resources for project management and testing). During FY2021/22, the Auditor-Controller’s Property Tax Division was fully engaged in the project in anticipation of an FY2022/23 implementation.
- Worked with DoIT and software vendor to implement the IntelliTime Timekeeping System upgrade which provided a more stable environment and positioned the County to take advantage of additional features of the System.
- Worked with County departments to monitor and report the \$44.8 million in Federal Coronavirus Relief Funds (CRF), ensuring compliance with federal and State requirements. Worked with County Administrator’s Office (CAO) to establish the proper accounting structure for the \$86.9 million American Rescue Plan Act (ARPA) funds. As the Board of Supervisors develops their spending priorities, the ACO and CAO will continue to work together to ensure the proper accounting and reporting of the ARPA funds.

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- In coordination with the Department of Human Resources and County Counsel, administered the State's 2022 Supplemental Paid Sick Leave (SPSL) Program which was approved in February 2022 retroactively to January 1, 2022, and provides employees with paid sick leave for leave relating to the COVID-19 pandemic.
  - Continue to work with Sheriff's Office of Emergency Services, Resource Management, CalOES, and FEMA to claim and report County expenditures related to the LNU Lightning Complex fire and COVID-19 disasters.
  - Worked with the County Departments to implement decentralized accounts payable invoice processing.
  - Received a clean audit opinion from the State Controller's Office on the County's process for apportioning and allocating property tax revenues for fiscal years 2017 thru 2020. The audit found that the County complied with California statutes for the apportionment and allocation of property tax revenues.
  - Recipient of the Government Finance Officers Association (GFOA) award for excellence in Popular Financial Reporting for the County's **first-ever** Popular Annual Financial Report (PAFR) for the fiscal year ended June 30, 2020. The PAFR is an easy-to-read report of the County's financial position intended for the Citizens of the County.
  - Recipient of two awards for excellence in financial reporting for the County's Comprehensive Annual Financial Report (CAFR) from the GFOA and the State Controller's Office. Continue to receive unqualified (clean) audit opinion on the County's CAFR.

### **WORKLOAD INDICATORS**

During FY2021/22, the Department:

- Processed over 97,000 vendor claims/invoices, deposit permits, journal entries, contract encumbrances, encumbrance adjustments, appropriation transfers, and wire/electronic fund transfers into the financial system.
- Processed over 97,000 forms received electronically or in paper for countywide department access via Documentum or OneSolution.
- Processed over 103,000 payroll transactions, payroll and benefit adjustments, direct deposit changes, disability integration adjustments, provider payments, accrued leave payoffs, and COBRA payments accounting for over \$395 million in County payroll/benefit costs.
- Administered the County tax apportionment process for over 1,000 countywide tax rate areas generating over \$923 million in property taxes, which were calculated, allocated and paid to 75 taxing entities and over 65 ad valorem bonds to school districts, community colleges, special districts, and cities. Administered over 405,000 special assessments levied by cities, agencies and special districts totaling \$109.8 million. Researched, calculated, and paid over 1,500 property tax refunds.
- Administered the requirements under the laws for monitoring and reporting on redevelopment dissolution. Distributed over \$37.6 million to taxing entities pursuant to redevelopment pass-through agreements, \$18.3 million to the six successor agencies for payment of recognized obligations and \$61.9 million in residual balances to the taxing entities.
- Employed over 2,400 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 §34179(j). The Auditor-Controller's Office provides staff support to this countywide consolidated oversight board.
- Employed over 5,500 hours of staff time to perform financial/compliance audits, process reviews, reviews of internal controls, and administration of the Whistleblower Program. The audit hours were allocated as follow:
  - 3,400 hours to Countywide Reviews and Other Activities.
  - 630 hours to Mandated Financial Audits.
  - 800 hours to Special Districts and Other Financial Audits.
  - 680 hours to Health and Social Services.

**Functional Area Summary**

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

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
ACO-ADMINISTRATION	54,254	16,200	16,200	0	0.0%
ACO-ACCOUNTING	4,870,793	4,571,268	4,941,325	370,057	8.1%
ACO-AUDITING	795,393	790,365	808,464	18,099	2.3%
<b>TOTAL REVENUES</b>	<b>5,720,440</b>	<b>5,377,833</b>	<b>5,765,989</b>	<b>388,156</b>	<b>7.2%</b>
<b>APPROPRIATIONS</b>					
ACO-ADMINISTRATION	54,254	(37,869)	16,203	54,072	(142.8%)
ACO-ACCOUNTING	4,623,391	5,299,736	5,600,816	301,080	5.7%
ACO-AUDITING	861,922	955,901	976,910	21,009	2.2%
<b>TOTAL APPROPRIATIONS</b>	<b>5,539,567</b>	<b>6,217,768</b>	<b>6,593,929</b>	<b>376,161</b>	<b>6.0%</b>
<b>NET COUNTY COST</b>					
ACO-ADMINISTRATION	0	(54,069)	3	54,072	(100.0%)
ACO-ACCOUNTING	(247,403)	728,468	659,491	(68,977)	(9.5%)
ACO-AUDITING	66,529	165,536	168,446	2,910	1.8%
<b>NET COUNTY COST</b>	<b>(180,874)</b>	<b>839,935</b>	<b>827,940</b>	<b>(11,995)</b>	<b>(1.4%)</b>

<b>STAFFING</b>					
ACO-ADMINISTRATION	3	3	3	0	0.0%
ACO-ACCOUNTING	29	30	30	0	0.0%
ACO-AUDITING	5	5	5	0	0.0%
<b>TOTAL STAFFING</b>	<b>37</b>	<b>38</b>	<b>38</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a net increase of \$388,156 or 7.2% in revenues and a net increase of \$376,161, or 6.0% in appropriations when compared to FY2021/22 Adopted Budget. As a result, the Net County Cost decreased by \$11,995 when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

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

- County Administrative Overhead revenues of \$3,435,154 reflect an increase of \$466,298 or 15.7% from prior year primarily due to an increase 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 \$1,000,900 reflect an increase of \$28,300 or 2.9% 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 for the administration of the dissolution of the Redevelopment Agencies (RDA). See Other Charges for Services revenues below.
- Auditing and accounting fees of \$384,471 reflect a net decrease of \$82,265 or 17.6%. These are fees/charges for accounting and auditing services to special districts and other governmental agencies. The decrease is primarily due to less audits of special districts.

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- Other Charges for Services revenues of \$353,475 reflect an increase of \$3,275 or 0.9%. 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 \$492,623 reflect a decrease of \$33,307 or 6.3%. 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 revenue also includes reimbursements for the labor associated with the CATS project (property tax system).
  - Revenues from Intrafund Services – Accounting and Audit of \$183,292 reflect a decrease of \$5,908, or 3.1%. These revenues are charges to the Treasury for required accounting and auditing services.

Primary Costs

The Recommended Budget includes a \$376,161 or 6.0% net increase in appropriations due to the following:

- Salaries and Employee Benefits include a net increase of \$373,358 or 6.8% from the FY2021/22 Adopted Budget. The net increase is primarily due to the following:
  - Salaries/wages/benefits are expected to increase by a net \$273,358 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, changes in coverage levels for staff and request for additional Accounting Clerk II position.
  - Salary savings of \$100,000 was included in FY2021/22 Adopted Budget due to staff vacancies but is not included in the FY2022/23 Recommended Budget in anticipation of all vacant positions being filled.
- Services and Supplies include a net decrease of \$3,745 or 0.5% with increases and decreases across multiple accounts, but insignificant overall.
- Other Charges include a decrease of \$1,245 or 1.1% primarily due to decrease in County Administration Center building charges.
- Other Financing Uses include an increase of \$2,185 primarily due to increase in pension obligation bonds.

Contracts

The FY2022/23 Recommended Budget includes a total of \$121,300 in contracted services, which includes accounting and financial services contracts primarily for audit services of the County and the Transportation Development Act funds.

Fixed Assets

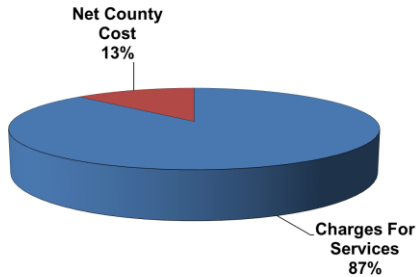
None.

**DEPARTMENT COMMENTS**

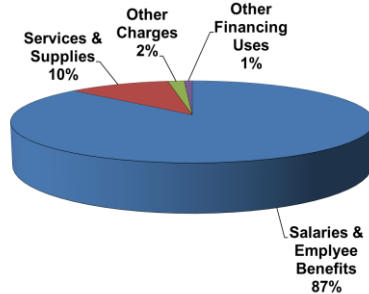
The Auditor-Controller performs countywide functions and enforces budgetary controls for the County budgeted appropriations of over \$1.3 billion as reflected in the FY2021/22 Adopted Budget. The Department continues to work with DoIT to implement countywide technology solutions to improve efficiency 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.
- Implement the County Assessment and Taxation System (CATS), a more integrated and efficient property tax system to replace the aging SCIPS.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	10,094	6,066	8,654	2,588	42.7%
INTERGOVERNMENTAL REV FEDERAL	139,719	0	0	0	0.0%
CHARGES FOR SERVICES	5,570,628	5,371,767	5,757,335	385,568	7.2%
<b>TOTAL REVENUES</b>	<b>5,720,441</b>	<b>5,377,833</b>	<b>5,765,989</b>	<b>388,156</b>	<b>7.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	4,922,825	5,491,891	5,865,249	373,358	6.8%
SERVICES AND SUPPLIES	631,738	723,424	719,679	(3,745)	(0.5%)
OTHER CHARGES	118,429	118,061	116,816	(1,245)	(1.1%)
OTHER FINANCING USES	47,301	54,342	56,527	2,185	4.0%
INTRA-FUND TRANSFERS	(180,725)	(169,950)	(164,342)	5,608	(3.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>5,539,567</b>	<b>6,217,768</b>	<b>6,593,929</b>	<b>376,161</b>	<b>6.0%</b>
<b>NET COUNTY COST</b>	<b>(180,874)</b>	<b>839,935</b>	<b>827,940</b>	<b>(11,995)</b>	<b>(1.4%)</b>

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

On March 8, 2022 as part of the Midyear Budget Report, the Board approved the following position change:

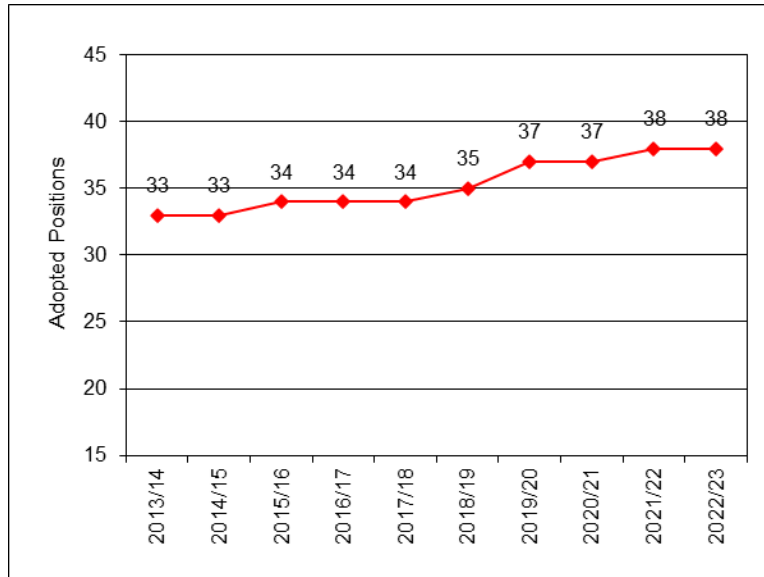
- Extended 1.0 FTE Limited-Term Accountant/Auditor I to expire June 30, 2023. This position supports the additional accounting and reporting needs relating to the County disasters (including LNU Lightning Complex fire, COVID-19 pandemic, American Rescue Plan Act).

The FY2022/23 Recommended Budget includes the following position changes:

- Delete 1.0 FTE Limited-Term Payroll Technician II (C).
- Extend 1.0 FTE Limited-Term Accountant/Auditor I to expire June 30, 2024. This position provides additional staff support in the implementation of the CATS project and post-implementation process changes.

- Add 1.0 FTE Accounting Clerk II. This position will address the existing workload in processing countywide financial transactions and provide more timely financial information.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Department has several staff eligible for retirement during FY2022/23. However, there are no commitments of planned retirement dates. The department may have accrued leave payoffs resulting from any retirement. The payoffs are not reflected in the Department’s budget due to the uncertainty and timing of any retirement.

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 for funding by the Board of Supervisors in FY2016/17. The CATS project with an estimated project cost of \$10 million is anticipated to be implemented and completed in FY2022/23.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1101 GENERAL REVENUE	216,186,609	215,215,265	231,112,031	15,896,766	7.4%
5908 COUNTY DISASTER	14,629,930	19,509,163	857,374	(18,651,789)	(95.6%)
8000 2021 CERTIFICATES OF PARTICIPA	0	0	2,059,114	2,059,114	100.0%
8006 PENSION DEBT SERVICE FUND	6,950,203	7,656,037	9,170,077	1,514,040	19.8%
8037 2017 CERTIFICATES OF PARTICIPA	7,357,335	7,368,066	7,368,722	656	0.0%
8036 2013 COP ANIMAL CARE PROJECT	462,484	462,488	462,381	(107)	(0.0%)
<b>APPROPRIATIONS</b>					
1101 GENERAL REVENUE	567,585	600,000	600,000	0	0.0%
5908 COUNTY DISASTER	16,438,955	5,434,067	857,374	(4,576,693)	(84.2%)
8000 2021 CERTIFICATES OF PARTICIPA	0	0	2,059,114	2,059,114	100.0%
8006 PENSION DEBT SERVICE FUND	11,121,525	4,951,662	4,956,840	5,178	0.1%
8037 2017 CERTIFICATES OF PARTICIPA	7,380,142	7,368,066	7,368,722	656	0.0%
8036 2013 COP ANIMAL CARE PROJECT	471,410	475,988	473,156	(2,832)	(0.6%)
<b>NET CHANGE</b>					
1101 GENERAL REVENUE	(215,619,024)	(214,615,265)	(230,512,031)	(15,896,766)	7.4%
5908 COUNTY DISASTER	1,809,025	(14,075,096)	0	14,075,096	(100.0%)
8000 2021 CERTIFICATES OF PARTICIPA	0	0	0	0	0.0%
8006 PENSION DEBT SERVICE FUND	4,171,322	(2,704,375)	(4,213,237)	(1,508,862)	55.8%
8037 2017 CERTIFICATES OF PARTICIPA	22,807	0	0	0	0.0%
8036 2013 COP ANIMAL CARE PROJECT	8,926	13,500	10,775	(2,725)	(20.2%)

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

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**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 \$15,896,766 or 7.4%, in revenues and no change in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the net increase to the General Fund is \$15,896,766 or 7.4%.

Primary Funding Sources

General Revenues include property tax, property transfer tax, sales tax, property tax in-lieu of vehicle license fees, interest earnings, redevelopment dissolution revenues including pass-through and residual taxes, business license tax, and disposal fees. The significant changes in projected revenues over FY2021/22 Adopted Budget are primarily due to the following:

- \$4,345,725 increase in Current Secured Property Taxes due to an estimated increase of 3.0% in assessed values from the FY2021/22 corrected assessment roll.
- \$500,000 increase in Supplemental Property Tax revenues due to increasing values on residential home sales.
- \$2,362,440 increase in Property Tax in Lieu due to an estimated increase of 3.0% in assessed values.
- \$2,180,000 increase in ABX1 26 Residual Taxes and \$4,360,000 in ABX1 26 Pass-Through revenues due to projected increase in tax increment revenues which increases the County’s share of revenues.
- \$350,000 increase in Sales & Use Tax due to anticipated improvement in the economy.
- \$250,000 increase in Property Transfer Tax which is based on property sales and values; property values remain strong on residential properties.
- \$100,000 increase in Interest Income as interest yield is anticipated to be better than budgeted in FY2021/22, but still at historical lows.
- \$50,000 increase in Recording Fees due to anticipated increase in the volume of recorded documents due to low interest rates and refinancing by homeowners.
- \$721,401 increase in State-Other revenue from the State backfill to local governments due to the elimination of criminal administration fees under AB 1869.
- \$500,000 increase in excess tax loss reserve due to projected increase in penalties and interest collections.

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**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	201,030,697	202,524,865	217,023,030	14,498,165	7.2%
LICENSES, PERMITS & FRANCHISE	717,753	600,000	600,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	2,104,809	1,000,500	1,100,500	100,000	10.0%
INTERGOVERNMENTAL REV STATE	1,566,091	1,429,100	2,176,501	747,401	52.3%
INTERGOVERNMENTAL REV FEDERAL	6,049	4,800	5,000	200	4.2%
INTERGOVERNMENTAL REV OTHER	1,614,136	106,000	107,000	1,000	0.9%
CHARGES FOR SERVICES	8,907,604	8,500,000	8,550,000	50,000	0.6%
MISC REVENUE	239,470	1,050,000	1,550,000	500,000	47.6%
<b>TOTAL REVENUES</b>	<b>216,186,609</b>	<b>215,215,265</b>	<b>231,112,031</b>	<b>15,896,766</b>	<b>7.4%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	7,285	50,000	50,000	0	0.0%
OTHER CHARGES	560,300	550,000	550,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>567,585</b>	<b>600,000</b>	<b>600,000</b>	<b>0</b>	<b>0.0%</b>
<b>NET COUNTY COST</b>	<b>(215,619,024)</b>	<b>(214,615,265)</b>	<b>(230,512,031)</b>	<b>(15,896,766)</b>	<b>7.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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## **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, the 2017 October Wildfires, the 2019 Public Safety Power Shutoffs (PSPS) and wildfires, 2020 LNU Lightning Complex fire, and the COVID-19 pandemic. The following are the recent and/or active disaster events which are being accounted for in the Disaster Fund.

### 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 §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, the President approved the request for a Major Disaster Declaration, allowing for the provision of federal aid to assist with recovery efforts.

In FY2020/21, the County received \$45 million in CARES Act funding to stop the spread and mitigate the impacts of the COVID-19 pandemic. All CARES Act funds were fully expended by the December 30, 2020 State deadline. In addition to one-time COVID-19 response funding, such as the CARES Act, the County is also seeking reimbursement for eligible COVID-19 costs through the Federal Emergency Management Agency (FEMA) COVID-19 Disaster declaration claim process. The pandemic response will continue into FY2022/23, with continued expenditures and recoupment of federal aid ongoing as of the time of this budget.

As part of the Federal Relief and Supplemental Appropriations Act passed on December 27, 2020, the County received \$13,309,204 in FY2020/21 to implement the Emergency Rental Assistance Program (ERAP). In partnership with contractors and close communication with the State, the County's program has assisted over 1,100 low-income households with rental and utility arrearages and is nearly fully expended. This Recommended Budget includes \$107,374 in carryforward and appropriations for administrative costs to wrap up the program.

American Rescue Plan Act (ARPA) - On March 11, 2021 the President signed the American Rescue Plan Act of 2021 into law. The \$1.9 trillion package is intended to combat the COVID-19 pandemic, including the public health and economic impacts. The ARPA allocates funding for public health and vaccines, assistance for vulnerable populations, educational and housing stabilization, economic recovery assistance and direct assistance for families and individuals. The County received a direct allocation through the federal ARPA Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of \$86.9 million. For additional details on the direct ARPA funding see Fund 290 – BU 2960 American Rescue Plan Act Fund.

### LNU Lightning Complex Fire

The LNU Lightning Complex fire consisted of a series of wildfires that burned during the 2020 California wildfire season across Lake, Napa, Sonoma, Mendocino, Yolo, and Solano counties from August 17 to October 2, 2020, for a total burn area of 363,220 acres. At the time of containment, the LNU Lightning Complex fire was the fourth-largest wildfire in the recorded history of California. For Solano County, the LNU Lightning Complex fire, which resulted in the loss of life and serious injuries and destroyed a total of 711 structures on 501 parcels. Of the 302 homes destroyed, 261 were primary residences and 41 were accessory dwelling units. The remaining 409 accessory structures destroyed included barns, detached garages, storage buildings, and sheds.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$18,651,789 or 95.6% in revenues and a decrease of \$4,576,693 or 84.2% in appropriations when compared to the FY2021/22 Adopted Budget. The FY2022/23 Recommended Budget includes projected federal reimbursement as well as appropriations for recovery activities associated with COVID-19, as well as payments under the Emergency Rental Assistance Program.

**Summary of Other Administered Budgets**

**5908 – Fund 282-County Disaster Fund**

**Phyllis S. Taynton, Auditor-Controller  
Other Assistance**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	14,275,627	17,617,343	857,374	(16,759,969)	(95.1%)
CHARGES FOR SERVICES	6,034	0	0	0	0.0%
MISC REVENUE	348,269	0	0	0	0.0%
OTHER FINANCING SOURCES	0	1,891,820	0	(1,891,820)	(100.0%)
<b>TOTAL REVENUES</b>	<b>14,629,930</b>	<b>19,509,163</b>	<b>857,374</b>	<b>(18,651,789)</b>	<b>(95.6%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	337,475	0	0	0	0.0%
SERVICES AND SUPPLIES	5,005,606	5,434,067	850,000	(4,584,067)	(84.4%)
OTHER CHARGES	11,090,074	0	7,374	7,374	0.0%
OTHER FINANCING USES	5,799	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>16,438,955</b>	<b>5,434,067</b>	<b>857,374</b>	<b>(4,576,693)</b>	<b>(84.2%)</b>
<b>NET CHANGE</b>	<b>1,809,025</b>	<b>(14,075,096)</b>	<b>0</b>	<b>14,075,096</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

LNU Lighting Complex Fire Recovery – The County continues recovery efforts in the wake of one of the largest wildfires in California history. Staff in coordination with the Board of Supervisors are working with residents impacted by the fire to safely rebuild. In addition, the fire damaged several County facilities, which staff are also working to repair. As the County works through the recovery process, staff primarily in the Resource Management Department in coordination with the Auditor-Controller, Sheriff’s Office of Emergency Services, and the County Administrator’s Office will continue to monitor and recover all eligible expenditures through the FEMA disaster declaration claim process. The FY2022/23 Recommended Budget does not reflect revenues or appropriations related to LNU fire recovery; however, departments anticipate including any necessary adjustments for ongoing LNU fire recovery projects in the FY2022/23 Supplemental Budget.

With the National Oceanic and Atmospheric Agency rating Solano County as experiencing an extreme drought, defined as fire season lasting year-round, the risk of additional fire-related emergencies in Solano County remains high. Due to the likelihood of fire danger, it is expected that there will be Public Safety Power Shutoff (PSPS) events in FY2022/23 despite PG&E’s efforts to refine PSPS boundaries and minimize the impacts on its customers. The County continues to focus on resiliency and preparedness for fire-related emergencies. County staff remain ready to respond through the Emergency Operations Center (EOC) should an emergency occur.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Debt Service Overview**  
**Phyllis S. Taynton, Auditor-Controller**  
**Debt**

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Long-term Financial Obligations

The County has no outstanding general obligation bonds. The County's outstanding long-term debt as of June 30, 2022 are as follows:

<u>Type</u>	<u>Total</u>
Notes Payable	\$ 1,023,890
Certificates of Participation	81,685,000
Pension Obligation Bonds	13,360,000
Total	<u>\$ 96,068,890</u>

Notes Payable

The County entered into a note payable agreement with the Suisun Redevelopment Agency to finance the County's share of the construction costs of the Suisun City Library. Due to the dissolution of redevelopment agencies under ABX1 26, effective February 1, 2012, this note was transferred to the Suisun City Successor Agency.

Certificates of Participation

The County issued Certificates of Participation (COP) for the acquisition and construction of major capital facilities. The proceeds of the COP were used for the construction of the County Administration Center in downtown Fairfield, the Probation Facility, the improvements to the Central Utility Plant, the Library in Fairfield, and the Animal Shelter. The 2021 Certificates of Participation were issued October 1, 2021 to finance the cost to acquire, install, renovate and construct certain capital improvements for various County Facilities including, but not limited to, the installation of solar energy systems and other energy savings related projects such as: Beck Campus, Vallejo Campus, William J. Carroll Government Center, Downtown Campus, Fairfield Library Campus, and Juvenile Detention Facility.

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 AAA, respectively. In addition, the County currently has three certificates of participation series outstanding. The credit ratings are as follows:

2013 COP is private placement with no rating.

2017 COP AA+ Stable from S&P.

2021 COP AA+ Stable 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**

<b>Fiscal Year</b>	<b>(1) Assessed Value of Property</b>	<b>(2) Debt Limit, 5% of Assessed Value</b>	<b>(3) Debt Applicable to the Limit</b>	<b>(4) Legal Debt Margin</b>	<b>Total net debt applicable to the limit as a percentage of debt limit</b>
2020-21	\$62,304,767,500	\$3,115,238,375	\$17,040,000	\$3,098,198,375	0.55%
2019-20	60,493,772,968	3,024,688,648	20,375,000	3,004,313,648	0.67%
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%

**Notes:**

- (1) Assessed property value data can be found in Report "Assessed Value of Taxable 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 which 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 2021 Certificates of Participation (COP).

The 2021 Certificates of Participation were issued October 1, 2021 to finance the cost to acquire, install, renovate and construct certain capital improvements for various County Facilities including, but not limited to, the installation of solar energy systems and other energy savings related projects at various County facilities such as: Beck Campus, Vallejo Campus, William J. Carroll Government Center, Downtown Campus, Fairfield Library Campus, and Juvenile Detention Facility.

The Auditor-Controller is responsible for administering the debt service on the 2021 COP through the date of redemption on October 1, 2041. Debt service payments are financed through Operating Transfers-In from the General Fund until the completion of the project. Upon completion of the project, funding source will be expanded to include the share of Health and Social Services in a form of building charge.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget includes revenue and appropriations of \$2,059,114 for FY2022/23.

Primary Funding Sources

The Recommended Budget includes revenues of \$2,059,114 from the Operating Transfers-In from the County General Fund until the completion of the project. Upon completion, the funding source shall be from General Fund and Health and Social Services departments.

Primary Costs

The appropriations reflect the principal and interest payments, and accounting and financial services due in FY2022/23. The debt schedule reflects principal and interest first payment to be due in FY2022/23.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
OTHER FINANCING SOURCES	0	0	2,059,114	2,059,114	0.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>2,059,114</b>	<b>2,059,114</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	7,100	7,100	0.0%
OTHER CHARGES	0	0	2,052,014	2,052,014	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>2,059,114</b>	<b>2,059,114</b>	<b>0.0%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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 date of redemption: January 15, 2025.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,514,040 or 19.8% in revenues and an increase of \$5,178 or 0.1% in appropriations when compared to the FY2021/22 Adopted Budget.

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

- Increase of \$1,288,861 in Other Revenue due to an increase in estimated savings from the prepayment of the FY2022/23 unfunded liability.
- Increase of \$227,146 in Operating Transfers-In due to higher wages subject to pension contribution from County departments.

Significant changes in appropriations include:

- Increase of \$370,000 in Bond Redemption and a decrease of \$197,100 in Interest on Long-Term Debt per the 2005 POB debt service amortization schedule.
- Decrease of \$175,000 in interest expense on County Pool is due primarily from a decrease in interest earnings due to declining yield rates.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	892	2,500	2,500	0	0.0%
CHARGES FOR SERVICES	2,270	1,967	0	(1,967)	(100.0%)
MISC REVENUE	2,460,977	2,340,536	3,629,397	1,288,861	55.1%
OTHER FINANCING SOURCES	4,486,064	5,311,034	5,538,180	227,146	4.3%
<b>TOTAL REVENUES</b>	<b>6,950,203</b>	<b>7,656,037</b>	<b>9,170,077</b>	<b>1,514,040</b>	<b>19.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,323	3,000	3,000	0	0.0%
SERVICES AND SUPPLIES	3,475	6,000	6,000	0	0.0%
OTHER CHARGES	4,603,954	4,942,662	4,947,840	5,178	0.1%
OTHER FINANCING USES	6,511,772	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>11,121,525</b>	<b>4,951,662</b>	<b>4,956,840</b>	<b>5,178</b>	<b>0.1%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>4,171,321</b>	<b>(2,704,375)</b>	<b>(4,213,237)</b>	<b>(1,508,862)</b>	<b>55.8%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

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**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 an increase of \$656 or 0% in revenues and appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Source

The Recommended Budget includes revenues of \$7,368,722, an increase of \$656 or 0% when compared to FY 2021/22.

The primary funding sources include the following:

- The \$4,437,114 Operating Transfers-In are as follows:
  - \$724,495 from the Public Facilities Fees - Public Protection.
  - \$577,271 from the Public Facilities Fees - General Government.
  - \$394,625 from the Courthouse Temporary Construction Fund, including \$160,000 actually funded by General Fund.
  - \$900,000 from the Accumulated Capital Outlay Fund.
  - \$1,840,723 from the General Fund.
- \$2,907,934 from a depreciation charge allocated to departments occupying the County Administration Center and the Probation building.
- \$17,644 from the Solano Local Agency Formation Commission (LAFCo) for the lease of office space in the County Administration Center.

Primary Costs

The FY2022/23 appropriations reflect the principal and interest payments, accounting and financial services, and Countywide Administrative overhead charges due in FY2022/23.

Phyllis S. Taynton, Auditor-Controller

Debt

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	40,317	41,765	23,674	(18,091)	(43.3%)
CHARGES FOR SERVICES	2,868,655	2,961,810	2,907,934	(53,876)	(1.8%)
OTHER FINANCING SOURCES	4,448,363	4,364,491	4,437,114	72,623	1.7%
<b>TOTAL REVENUES</b>	<b>7,357,335</b>	<b>7,368,066</b>	<b>7,368,722</b>	<b>656</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	4,330	7,000	8,510	1,510	21.6%
OTHER CHARGES	7,375,812	7,361,066	7,360,212	(854)	(0.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>7,380,142</b>	<b>7,368,066</b>	<b>7,368,722</b>	<b>656</b>	<b>0.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>22,807</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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 \$107 or 0.0% in revenue and a decrease of \$2,832 or 0.1% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The Recommended Budget includes revenues of \$462,381 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 \$10,775 will be funded from Fund Balance.

Primary Costs

The appropriations reflect the principal and interest payments, accounting and financial services, and Countywide Administrative Overhead charges due in FY2022/23.

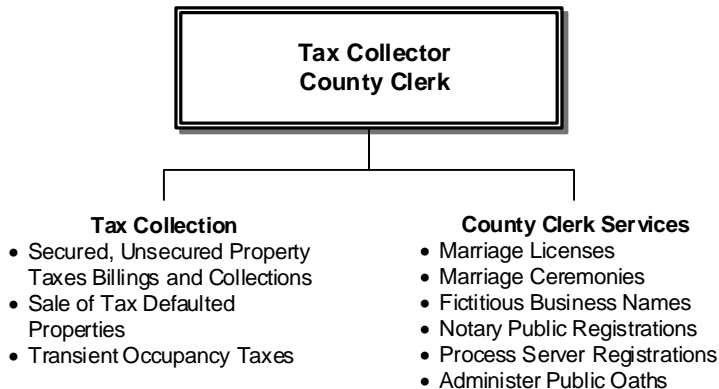
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	303	307	200	(107)	34.9%
INTERGOVERNMENTAL REV OTHER	417,211	417,211	417,211	0	0.0%
GENERAL FUND CONTRIBUTION	44,970	44,970	44,970	0	0.0%
<b>TOTAL REVENUES</b>	<b>462,484</b>	<b>462,488</b>	<b>462,381</b>	<b>(107)</b>	<b>(0.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	1,625	3,500	3,500	0	0.0%
OTHER CHARGES	469,785	472,488	469,656	(2,832)	0.6%
<b>TOTAL APPROPRIATIONS</b>	<b>471,410</b>	<b>475,988</b>	<b>473,156</b>	<b>(2,832)</b>	<b>(0.1%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>8,926</b>	<b>13,500</b>	<b>10,775</b>	<b>(2,725)</b>	<b>(20.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

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

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

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	2,738,062
FY2022/23 Recommended:	2,773,555
County General Fund Contribution:	1,238,091
Percent County General Fund Supported:	44.6%
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**

- Continued migration of the Solano County Integrated Property Tax System (SCIPS) to the intended replacement County Assessment and Taxation System (CATS).
- Conducted a sale of 139 tax defaulted properties totaling \$9.4 million in delinquent taxes.
- Collected in excess of \$100,000 in Transient Occupancy Taxes.
- Implemented virtual lockbox for tax payments, eliminating the need to redirect physical payments received in the office to the lockbox location.

**Functional Area Summary**

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

- Implemented remote image depositing for checks and warrants to reduce transportation costs and delays associated with physical depositing.
- As a consequence of staffing shortages, an ongoing enterprise system migration, and COVID-19 related issues; restricted service levels, including office hours, and the conducting of marriage ceremonies, are expected to continue through the first quarter of FY2022/23.
- With the continuation of the CATS migration, the Tax Collector – County Clerk is anticipating the need for 25% of all available productive hours of staff time will be dedicated to migration related work in FY2022/23.

**WORKLOAD INDICATORS**

- In FY2021/22, the Tax Collector – County Clerk expects to issue and process payments on 172,000 property tax bills; the Division estimates the amount to increase by approximately 2,000 bills in FY2022/23.
- In FY2021/22, the Tax Collector – County Clerk expects to issue 1,600 marriage licenses, 2,100 fictitious business name statements, 400 notary oaths, and to conduct 100 marriage ceremonies, along with providing a variety of other clerk related functions and services. Projections for FY2022/23 include the issuance of approximately 2,000 marriage licenses, 2,300 fictitious business names, 400 notary oaths, and to conduct 400 marriage ceremonies, along with providing a variety of other clerk related functions and services in FY2022/23.
- Answered approximately 20,000 requests for additional information received via phone and e-mail in FY2021/22.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAX COLLECTOR	1,142,114	1,519,949	1,244,464	(275,485)	(18.1%)
COUNTY CLERK	291,434	287,000	291,000	4,000	1.4%
<b>TOTAL REVENUES</b>	<b>1,433,548</b>	<b>1,806,949</b>	<b>1,535,464</b>	<b>(271,485)</b>	<b>(15.0%)</b>
<b>APPROPRIATIONS</b>					
TAX COLLECTOR	2,376,557	2,580,429	2,482,674	(97,755)	(3.8%)
COUNTY CLERK	254,574	237,844	290,881	53,037	22.3%
<b>TOTAL APPROPRIATIONS</b>	<b>2,631,131</b>	<b>2,818,273</b>	<b>2,773,555</b>	<b>(44,718)</b>	<b>(1.6%)</b>
<b>NET COUNTY COST</b>					
TAX COLLECTOR	1,234,443	1,060,480	1,238,210	177,730	16.8%
COUNTY CLERK	(36,860)	(49,156)	(119)	49,037	(99.8%)
<b>NET COUNTY COST</b>	<b>1,197,583</b>	<b>1,011,324</b>	<b>1,238,091</b>	<b>226,767</b>	<b>22.4%</b>

<b>STAFFING</b>					
TAX COLLECTOR	10	11	11	0	0.0%
COUNTY CLERK	2	2	1	(1)	(50.0%)
<b>TOTAL STAFFING</b>	<b>12</b>	<b>13</b>	<b>12</b>	<b>(1)</b>	<b>(7.7%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decrease of \$271,485 or 15.0% in revenues and a decrease of \$44,718 or 1.6% in appropriations when compared to FY2021/22 Adopted Budget. As a result, Net County Cost is increased by \$226,767 or 22.4%.

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

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Primary Funding Sources

The primary funding sources for the Department are the General Fund, which is comprised of \$1,238,091 or 44.6%, Charges for Services, which is comprised of \$1,175,464 or 42.4%, and Taxes and Licenses, which has a combined total of \$360,000 and comprise 13.0% of the Recommended Budget.

- The Recommended Budget includes a \$271,485 or 15% decrease in revenues primarily due to reduced Charges for Services related to the anticipated completion of the County Assessment and Taxation System (CATS) implementation project in FY2022/23.

Primary Costs

The Recommended Budget includes a \$44,718 or 1.6% decrease in appropriations primarily due to the following:

- Salaries and Employee Benefits decreased by \$13,749 primarily due to the filling of vacant positions at a lower salary step, changes in health benefit costs, and reduced unemployment insurance charges.
- Services and Supplies reflects an increase of \$36,120 primarily due to an upgrade to the point of sales software, accounting and financial services charges, and an increase in central data processing services costs.
- Other Charges reflect a decrease of \$26,680 due to a reduction in Countywide Administrative Overhead costs.
- Intrafund Transfers are projected to decrease by \$40,390 due to a reduction in the enterprise application support costs for the CATS project.

Contracts

The FY2020/21 Recommended Budget includes a total of \$205,000 or 7.4% for contracted services and professional services which include the following significant contracts:

- \$75,000 for lock box services.
- \$68,000 for tax bill printing services.
- \$62,000 for tax Sale/Auction services.

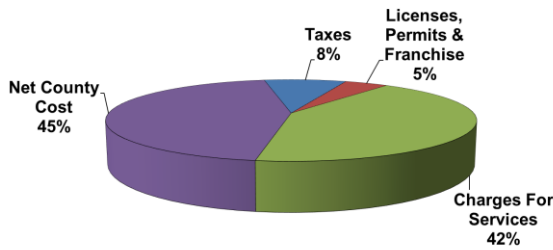
Fixed Assets

None.

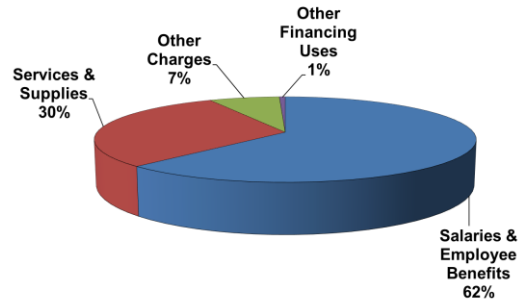
**DEPARTMENT COMMENTS**

The Tax Collector – County Clerk anticipates that supporting the enterprise system migration to replace the Solano County Integrated Property System (SCIPS) will require a directing of experienced staff resources to the project. 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.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	225,558	160,000	235,000	75,000	46.9%
LICENSES, PERMITS & FRANCHISE	129,155	112,000	125,000	13,000	11.6%
INTERGOVERNMENTAL REV FEDERAL	3,178	0	0	0	0.0%
CHARGES FOR SERVICES	1,075,657	1,534,949	1,175,464	(359,485)	(23.4%)
<b>TOTAL REVENUES</b>	<b>1,433,548</b>	<b>1,806,949</b>	<b>1,535,464</b>	<b>(271,485)</b>	<b>(15.0%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,528,606	1,714,928	1,701,179	(13,749)	(0.8%)
SERVICES AND SUPPLIES	758,884	791,496	827,616	36,120	4.6%
OTHER CHARGES	298,225	218,613	191,933	(26,680)	(12.2%)
OTHER FINANCING USES	14,721	16,146	16,127	(19)	(0.1%)
INTRA-FUND TRANSFERS	30,695	77,090	36,700	(40,390)	(52.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,631,131</b>	<b>2,818,273</b>	<b>2,773,555</b>	<b>(44,718)</b>	<b>(1.6%)</b>
<b>NET COUNTY COST</b>	<b>1,197,583</b>	<b>1,011,324</b>	<b>1,238,091</b>	<b>226,767</b>	<b>22.4%</b>

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

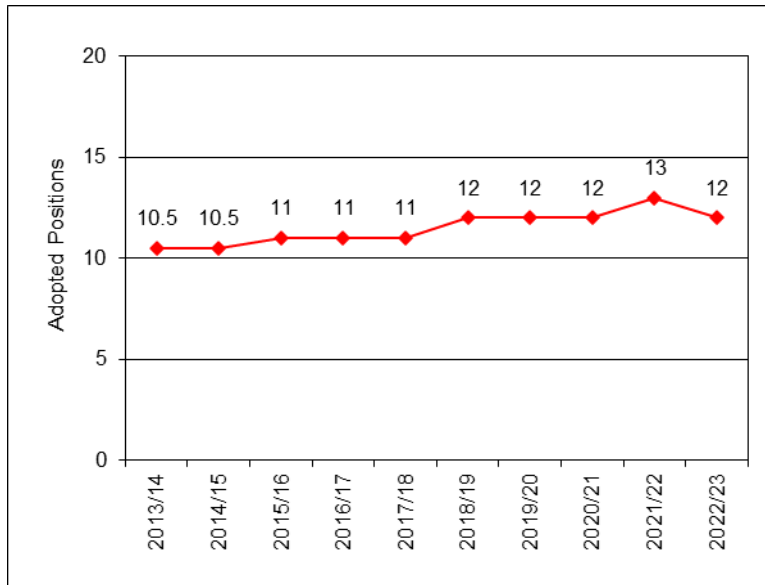
SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

Effective January 31, 2022, 1.0 FTE Accounting Clerk position was transferred to the Treasurer’s Department (BU 1350) due to operational needs. The Department plans to move the position back to the Tax Collector/County Clerk Department (BU 1300) before the end of the fiscal year.

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Treasurer-Tax Collector-County Clerk, Auditor-Controller and Assessor-Recorder continue to work with DoIT to replace the Solano County Integrated Property Tax System approved for funding by the Board of Supervisors in FY2016/17. The CATS project is anticipated to be completed in FY2022/23.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

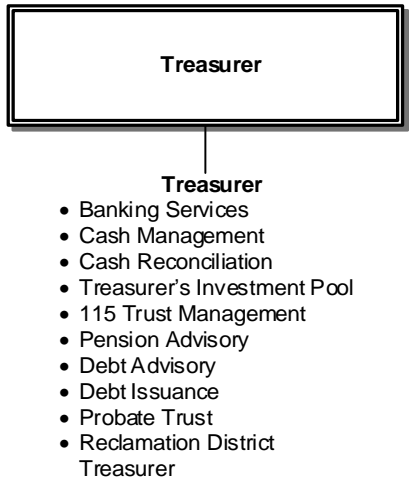


**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1350 TREASURER	1,029,893	1,155,891	1,238,860	82,969	7.2%
<b>APPROPRIATIONS</b>					
1350 TREASURER	1,029,893	1,155,891	1,238,860	82,969	7.2%
<b>NET CHANGE</b>					
1350 TREASURER	0	0	0	0	0.0%

A summary of the budgets administered by the Tax Collector/County Clerk’s Office is provided on the following pages.



**DEPARTMENTAL PURPOSE**

Headed by the elected County Treasurer as prescribed in Government Code (GC) §27000, the Division of the Treasurer is responsible for managing funds not needed for immediate use, as mandated by GC §24000 and §24009. The duties and responsibilities are further mandated by Government Code sections 27000 - 27137. In Solano County, the County Treasurer function is combined with the County Tax Collector-County Clerk as one countywide elected position.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	1,099,902
FY2022/23 Recommended:	1,238,860
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	4

**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 \$1.8 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**

- Conducted an RFQ for the provision of merchant services on a countywide basis and selected a new vendor to provide expanded card acceptance services at offices throughout Solano County in a more secure and cost-effective process.
- Served as project lead for merchant services migration involving the offices of the Treasury – Tax Collector – County Clerk, Auditor – Controller, Information Technology, and various impacted departments and working groups including Resource Management, General Services, and the Sheriff’s Office.
- Implemented remote deposit to expedite the processing of checks received in office.
- Actively managed more than \$1.7 billion in pooled deposits.
- Processed approximately 105,000 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.
- Arranged the provision of up to \$136.9 million in Constitutionally mandated advances to the six school districts in Solano County.
- Management of \$21.4 million in Vallejo City Unified School District nontaxable investments.
- Managed the County's PARS 115 \$32.1 million investment trust to provide additional income above pool rates.

**WORKLOAD INDICATORS**

During FY2022/23, the Treasurer anticipates processing 10,000 deposit permits.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$82,969 or 7.2% in both revenues and appropriations when compared to the FY2021/22 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 \$1,237,860 or 99.9% of the Recommended Budget.

Primary Costs

The Recommended Budget includes \$82,969 or 7.2% increase in appropriations primarily due to an increase in charges for audit and accounting services.

Contracts

The FY2022/23 Recommended Budget includes a total of \$264,000 for contracted services primarily for banking and securities trust services.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The Treasury is focused on migrating the investment accounting system to a cloud solution to provide uninterrupted system access under all foreseeable circumstances. The department will also be focused on ways to support the migration of the County Assessment and Tax Collection (CATS) system.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	1,028,750	1,154,891	1,237,860	82,969	7.2%
MISC REVENUE	1,143	1,000	1,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,029,893</b>	<b>1,155,891</b>	<b>1,238,860</b>	<b>82,969</b>	<b>7.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	483,178	557,447	559,364	1,917	0.3%
SERVICES AND SUPPLIES	265,149	412,629	427,237	14,608	3.5%
OTHER CHARGES	81,255	27,716	57,200	29,484	106.4%
OTHER FINANCING USES	4,702	5,589	5,667	78	1.4%
INTRA-FUND TRANSFERS	195,608	152,510	189,392	36,882	24.2%
<b>TOTAL APPROPRIATIONS</b>	<b>1,029,893</b>	<b>1,155,891</b>	<b>1,238,860</b>	<b>82,969</b>	<b>7.2%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
TREASURER	3	3	4	1	33.3%
<b>TOTAL STAFFING</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>33.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

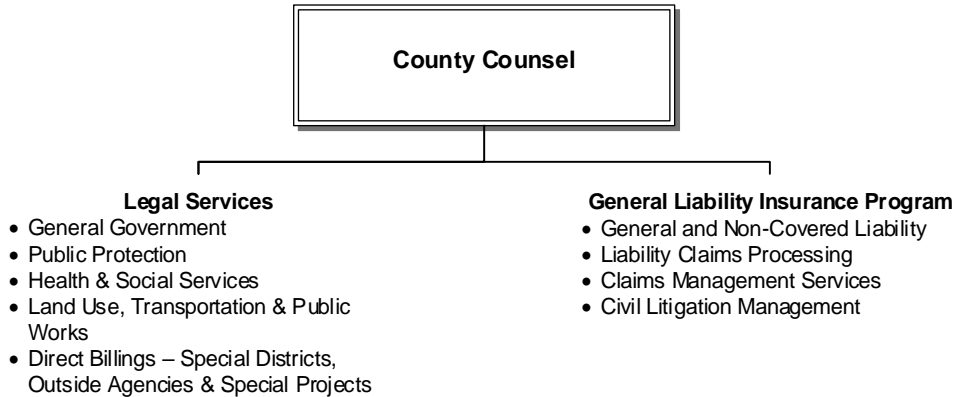
Effective January 31, 2022, 1.0 FTE Accounting Clerk position was transferred to the Treasurer’s Department (BU 1350) due to operational needs. The Department plans to move the position back to the Tax Collector/County Clerk Department (BU 1300) before the end of the fiscal year.

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

As a result of COVID-19, global political unrest, and other market forces, the market yield on allowable investments has declined considerably over the past several years. At the same time, labor and supply shortages have triggered high levels of inflation that were originally viewed as transitional in nature, but that now appear to be more permanent. The result has been a challenging investing environment where risk and reward are poorly aligned. It is anticipated that interest rates will need to rise, or inflation to fall, for a more normalized market to return.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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 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, and the Solano County Office of

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

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	5,289,939
FY2022/23 Recommended:	5,456,005
County General Fund Contribution:	1,648,399
Percent County General Fund Supported:	30.2%
Total Employees (FTEs):	21

**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 and older adult protection, public health and safety, civil litigation, and other matters of great interest to the citizens of Solano County.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

While the recovery from the COVID-19 pandemic continues, legal issues persist. Continued issues are varied and span from public health, workplace safety and labor issues, community response and business guidelines. In the aftermath of the LNU fire, County Counsel continues to provide leadership and legal support in all aspects of the ongoing recovery efforts.

The Office will continue to respond to legal issues arising from 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. Our extensive work with and for the County’s most vulnerable populations continues in the identification of and ways to provide care of those in need. As significant, a focus on local issues will include continued focus on County’s code enforcement matters while continuing to provide legal direction to facilitate strategic land use development in accordance with Board-approved policies.

Accomplishments:

- The transfer of the General Liability Insurance Program and Liability Cost Allocation functions from Human Resources to the Office centralizes the functions and tracking of claims and litigation with a goal of identifying ways to minimize and avoid liability.

- 
- In response to concerns voiced by residents about excessive noise in their communities, County Counsel drafted an interim ordinance to immediately provide an enforcement mechanism to address those complaints until a more fully developed draft noise ordinance is prepared and circulated for public comment.
  - Filed 24 Bail Bond Summary Judgement accountings collecting \$397,500 of which \$108,311 was retained by the County and deposited in the County's General Fund.
  - Successfully concluded two significant code enforcement litigated cases that resulted in the resolution of all outstanding County code violations and the removal of all accumulated junk and debris, one of which included the first use of a court-appointed receiver who oversaw the cleanup and ultimate sale of two dilapidated residential units.
  - After a contractor defaulted on the construction of a capital project, successfully negotiated the project close out with the contractor's surety, which resulted in a finished project and the County's retention of excess material and administrative costs withheld by the County due to the contractor's default.
  - Successfully piloted the DocuSign e-signature document management program for various departments in preparation of maintaining a fully electronic contract execution system.
  - Oversaw the settlement or disposition of 19 lawsuits filed against the County.

### **WORKLOAD INDICATORS**

The Office currently provides legal services to all County departments and 28 external clients. In FY2020/21, Office's attorneys logged a total of 24,077 billable legal service hours to internal and external clients, an increase of 1,905 hours or 9% from the previous year primarily due to filling several attorney vacancies. The average number of billable legal service hours per attorney increased from 1,752 in FY2019/20 to 1,822 in FY2020/21.

- In addition to providing legal services, the Office provides trainings and workshops, 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. Office attorneys were also selected to Chair or Co-Chair several conferences involving Child Welfare Services, Probate and Mental Health, Environmental Law and Airport Land Use issues.
- The Office represents the Child Welfare Services Division (CWS) of the Health & Social Services (H&SS) Department in all juvenile court dependency proceedings, from the initial petition seeking to protect a child through family reunification or permanency planning and any subsequent appeal. This Office also represents the Public Guardian/Public Conservator Division (PG) of H&SS in conservatorship matters and other proceedings involving members of the County's adult population who require these County services.
  - On average, the attorneys representing CWS appear on over 120 cases each month in different courtrooms. In calendar year 2021, the CWS attorneys opened 216 new juvenile dependency cases and the PG attorneys filed over 70 LPS/Probate petitions. Each of those cases represent the County's considerable efforts to protect and serve its most vulnerable residents.
  - Juvenile dependency cases continue to be complex and challenging. Attorneys spend considerable time working with CWS assisting staff in preparing court cases to aid in the mission of protecting children and to assure compliance with state and federal law. This past year, the attorneys handled over 200 contested juvenile dependency matters, and 28 juvenile dependency appeals. The attorneys continue to conduct periodic training for CWS and the PG on various topics to increase core competencies and to navigate emerging areas of law.
- 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.

**Functional Area Summary**

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

- With the increase in self-insured retention deductible in the County’s Self-Insured General Liability Program and the addition of the Claims and Civil Litigation Manager, the Office anticipates a greater role 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.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LEGAL SERVICES	4,887,955	3,945,534	3,807,606	(137,928)	(3.5%)
<b>TOTAL REVENUES</b>	<b>4,887,955</b>	<b>3,945,534</b>	<b>3,807,606</b>	<b>(137,928)</b>	<b>(3.5%)</b>
<b>APPROPRIATIONS</b>					
LEGAL SERVICES	4,562,032	5,387,893	5,456,005	68,112	1.3%
<b>TOTAL APPROPRIATIONS</b>	<b>4,562,032</b>	<b>5,387,893</b>	<b>5,456,005</b>	<b>68,112</b>	<b>1.3%</b>
<b>NET COUNTY COST</b>					
LEGAL SERVICES	(325,923)	1,442,359	1,648,399	206,040	14.3%
<b>NET COUNTY COST</b>	<b>(325,923)</b>	<b>1,442,359</b>	<b>1,648,399</b>	<b>206,040</b>	<b>14.3%</b>

STAFFING					
LEGAL SERVICES	20	21	21	0	0.0%
<b>TOTAL STAFFING</b>	<b>20</b>	<b>21</b>	<b>21</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$137,928 or 3.5% in revenues and an increase of \$68,112 or 1.3% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the Net County Cost increased by \$ 206,040 or 14.3%.

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 A-87). 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 Recommended Budget reflects a decrease of \$137,928 or 3.5% in revenues primarily due to a decrease of \$136,258 in Countywide Administration Overhead charges and a decrease of \$8,700 in Interfund Legal Services.

Primary Costs

The Recommended Budget includes a \$68,112 or 1.3% increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$99,815, or 2.1% primarily due to increases in wages from approved cost of living adjustment, merit/step/longevity increases for staff, internal promotion, reclassification of the Office Supervisor’s position, increases in CalPERS retirement costs, and funding for Accrued Leave Payout due to the retirement

of an attorney. Increases are partially offset by retirements and vacancies of personnel in FY2021/22 where the vacated positions will be filled at lower compensation rates.

- Services and Supplies reflect a decrease of \$36,372 or 8.2% primarily due to the elimination of ProLaw software and Afinity hosting functions.

Contracts

The FY2022/23 Recommended Budget includes a total of \$63,680 or 1.2% in contracted services, which include the following:

- \$55,000 WestLaw for online legal research services.
- \$5,080 for Professional Services, which includes Code Publishing and DataSafe shred services.
- \$3,600 MicroNiche claims and litigation tracking and case management software access fee.

Fixed Assets

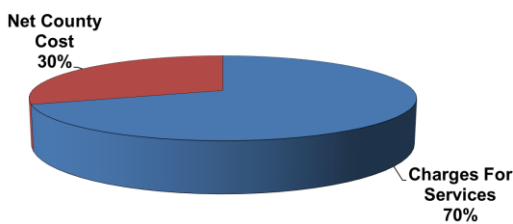
None.

**DEPARTMENT COMMENTS**

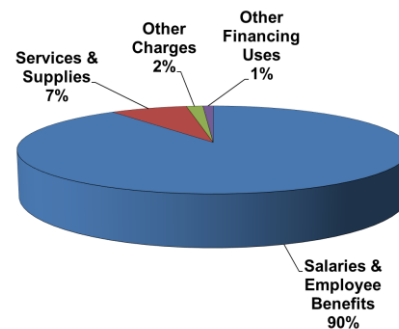
In addition to providing legal representation to all County departments, the Office continues to offer its expertise and legal services to outside governmental agencies. The Office currently provides legal representation and hearing officer services to 28 external clients which are direct billed for 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 \$215 per hour, a 3% increase. The increase in the PHR is due primarily to the previously discussed increases in salaries and employee benefits.

**SOURCE OF FUNDS**



**USE OF FUNDS**





DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	51,810	0	0	0	0.0%
CHARGES FOR SERVICES	4,781,499	3,945,534	3,807,606	(137,928)	(3.5%)
MISC REVENUE	54,645	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>4,887,955</b>	<b>3,945,534</b>	<b>3,807,606</b>	<b>(137,928)</b>	<b>(3.5%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	4,045,492	4,801,130	4,900,945	99,815	2.1%
SERVICES AND SUPPLIES	377,166	443,212	406,840	(36,372)	(8.2%)
OTHER CHARGES	88,380	88,128	87,034	(1,094)	(1.2%)
OTHER FINANCING USES	42,733	51,323	54,286	2,963	5.8%
INTRA-FUND TRANSFERS	8,261	4,100	6,900	2,800	68.3%
<b>TOTAL APPROPRIATIONS</b>	<b>4,562,032</b>	<b>5,387,893</b>	<b>5,456,005</b>	<b>68,112</b>	<b>1.3%</b>
<b>NET COUNTY COST</b>	<b>(325,923)</b>	<b>1,442,359</b>	<b>1,648,399</b>	<b>206,040</b>	<b>14.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

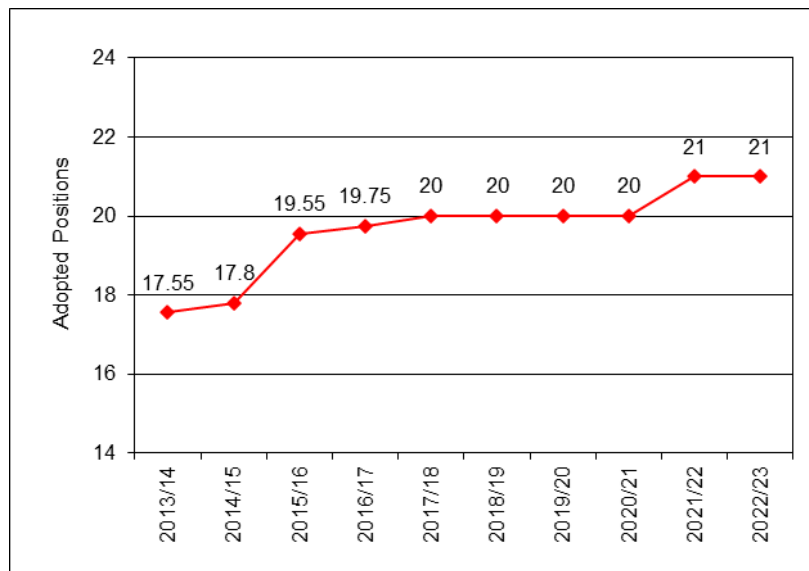
Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

On March 8, 2022, the Board approved the following position change:

- Reclassified 1.0 FTE Office Supervisor to 1.0 FTE Law Office Manager – TBD to align the position with the job tasks, knowledge and abilities required for the position.

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**STAFFING TREND**



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**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1831 COUNTY LIABILITY	0	0	9,946,000	9,946,000	0.0%
<b>APPROPRIATIONS</b>					
1831 COUNTY LIABILITY	0	0	9,946,000	9,946,000	0.0%
<b>NET CHANGE</b>					
1831 COUNTY LIABILITY	0	0	0	0	0.0%

A summary of the budgets administered by the County Counsel Department is provided on the following pages.

**FUNCTION AND RESPONSIBILITIES**

The Office of County Counsel administers the County's general liability program through the Public Risk Innovation, Solutions, and Management (PRISM) General Liability Insurance Program, provides liability claims processing and claims management services; oversees all civil litigation involving the County.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	8,429,075
FY2022/23 Recommended:	9,946,000
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The County participates in the Public Risk Innovation, Solutions, and Management (PRISM) General Liability Insurance Program formerly known as CSAC-Excess Insurance Authority (EIA). Based on an actuarial study that indicated that the County would realize cost savings, on July 1, 2020, the County raised its self-insured retention, also known as its deductible, to \$200,000 and added a Claims and Civil Litigation Manager position to the department in order to have the management and oversight of government tort claims and outside litigation performed in-house. Since the change to the higher deductible only affects claims or incidents arising post July 1, 2020 the majority of current claims and litigation involving the County are covered under the previous policy, therefore, staff is continuing to gather information on cost and assess exposure on risk reserves.

Challenges:

Although the County purchases General Liability coverage there are some claims that insurance will not cover, e.g., contractual liability. In these instances, a budget will need to be established and costs managed to minimize overall exposure.

Accomplishments:

- Transferred the General Liability Insurance Program and Liability Cost Allocation functions from Human Resources to the County Counsel in order to centralize the functions and tracking of claims and litigation with a goal of identifying ways to minimize and avoid liability, as well as to better manage risk. The General Liability Insurance Program includes:
  - Coordination/Management of the County's first-party property claims.
  - Subrogation.
  - Collaboration with the Departments on insurance language/requirements for capital improvement projects.
  - Review and approval of insurance requirements/language contained in all County contracts.
  - Review and handling of insurance for special events, adding agencies/firms as additional insureds and seeking the endorsements.
  - Reviewing existing Certificates of Insurance with Additional Insureds named coming up for renewal to determine if renewal is warranted, or if Certificates should be removed.
  - Responsibility for completing insurance renewal applications, providing documentation and data to PRISM/Alliant for General Liability, Medical Malpractice, Cyber, Crime bond, Pollution, Special Liability Insurance Program, and Watercraft policies.
- Oversaw the settlement or disposition of 19 lawsuits against the County in FY2021/22.
- Continued proactive claims management and oversight will continue to alleviate pressure on the County's insurance premium, thereby resulting in savings to departments for their allocated share of liability insurance costs.

**WORKLOAD INDICATORS**

During the period of July 1, 2021 – March 31, 2022:

- Received 52 separate government claims filed against the County of which 37 were resolved without exposure or liability to the County, seven were settled with minimal County exposure, actively negotiating potential settlements and/or resolution on seven and one that resulted in litigation filed.
- Actively managed 34 separate lawsuits.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$9,946,000 or 100% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. This is the Department’s initial budget year since transferring General Liability functions from Human Resources - Risk Management to County Counsel.

Primary Funding Sources

The primary funding source for the General Liability Department are the charges allocated to departments based on their share of liability insurance costs.

The Recommended Budget includes \$9,946,000 in revenues including the following:

- Charges for Services of \$9,119,000 reflects an increase of \$1,612,057 or 21% when compared to the FY2021/22 Working Budget. Charges for Services include the charges allocated to departments based on their share of liability insurance costs.
- Miscellaneous Revenues of \$817,000 reflects an increase of \$324,452 or 65.9% when compared to the FY2021/22 Working Budget and includes the State reimbursement for Malpractice insurance from the Health and Social Services Department.

Primary Costs

The Recommended Budget reflects \$9,946,000 in appropriations including the following:

- Services and Supplies of \$9,696,000 reflect an increase of \$1,743,920 or 21.9% when compared to the FY2021/22 Working Budget due to the following:
  - Insurance - Other of \$8,238,100 reflects an increase of \$1,678,500 or 25.6% due to an increase in the preliminary rates received from PRISM, which includes coverage for General Liability, Cyber Liability, Special Liability Insurance Program, Pollution Liability, Crime Bond, and Watercraft Insurance.
  - Malpractice Insurance of \$817,000 reflects an increase of \$324,452 or 65.9%. Malpractice Insurance costs are offset 100% by State reimbursement via the Health and Social Services Department.
  - Insurance claims of \$630,900 reflects an increase of \$81,415 or 14.8% compared to FY2021/22 for general liability claims costs under the \$200,000 self-insured retention.
  - Other Professional Services of \$10,000 reflects a significant decrease of \$340,447 or 97.1% when compared to FY2021/22 due to the anticipated resolution of a non-covered matter.
- Other Charges of \$250,000 reflects a decrease of \$226,995 or 47.6% when compared to FY2021/22 Working Budget representing non-covered liability claims.

Contracts

None.

Fixed Assets

None.

**1831 – Fund 060-General Liability**  
**Bernadette Curry, County Counsel**  
**County Liability**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	0	0	10,000	10,000	0.0%
CHARGES FOR SERVICES	0	0	9,119,000	9,119,000	0.0%
MISC REVENUE	0	0	817,000	817,000	0.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>9,946,000</b>	<b>9,946,000</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	9,696,000	9,696,000	0.0%
OTHER CHARGES	0	0	250,000	250,000	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>9,946,000</b>	<b>9,946,000</b>	<b>0.0%</b>
<b>NET GAIN(LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget represents the initial budget year following the transfer of General Liability functions from Human Resources - Risk Management to County Counsel during FY2021/22.

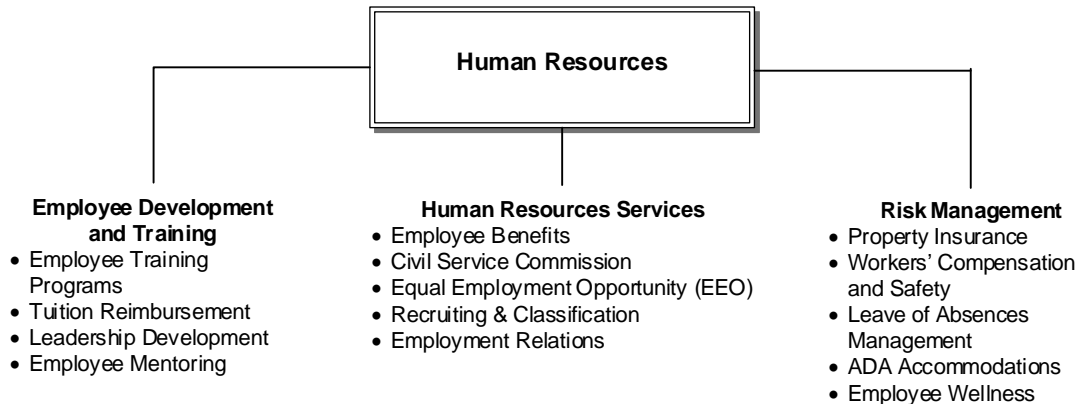
**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget unit.

While the 1.0 FTE Claims & Litigation Manager is assigned to this Department, due to the timing of the creation of the General Liability Department and transfer of responsibilities and functions from Risk Management, salary and benefits associated with the Claims & Litigation Manager’s position are not reflected in the current fiscal year, nor in FY2022/23 Recommended Budget. Full funding of this position will be reflected in the FY2023/24 Budget. Currently, this position is allocated to County Counsel (BU 1400).

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	4,754,478
FY2022/23 Recommended:	5,940,564
County General Fund Contribution:	1,278,240
Percent County General Fund Supported:	21.5%
Total Employees (FTEs):	26

**FUNCTION AND RESPONSIBILITIES**

The Human Resources (HR) Department’s mission is to be a strategic partner who provides internal 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 the 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, oversees a leadership development program, 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 a high vacancy rate in County allocated positions, due to significant turnover and retirements.
- The County experienced multiple COVID-19 outbreaks in several work locations, which resulted in weekly COVID-19 employee testing, extra sanitation of the work areas, and expansion of teleworking. In addition, the County continued to engage the bargaining groups to comply with federal and State COVID-19 mandates including the expansion of the supplemental sick leave.
- HR presented to the Board of Supervisors and distributed the Employee Engagement Survey results countywide and to the bargaining groups. The Training and Development Unit formulated an action plan to include, but is not limited to, conducting focus groups to address the results of the survey.

**1500 – Fund 001-Human Resources**  
**Charmie Junn, Director of Human Resources**  
**Personnel**

**Functional Area Summary**

- HR continues to expand its training courses on diversity, equity, and inclusion at all levels of the County.

Accomplishments:

- In a continued effort to shorten the recruitment timeline, HR created another 50+ online examinations in addition to the 50+ that were created at the outset of the pandemic.
- HR continues its efforts to go paperless and shortened the timeframe of routing documents.
- Expanded recruitment outreach using social media (e.g., Indeed and LinkedIn) to increase diversity and target industry-specific outlets to seek potential applicants.
- Piloted new applicant tracking system (NeoGov) resulting in higher applicant pools in initial recruitments using the system.
- Revised the Background Check procedures for out-of-state candidates and candidates with a TN1-Visa.
- Extended individualized Department training sessions for supervisors and managers on employee relations matters (e.g., performance evaluations, the discipline process, leave management, recruitment, and selection, etc.).

**WORKLOAD INDICATORS**

During the period July 1, 2021 – February 28, 2022, the Department of Human Resources:

- Processed 597 requisitions to fill vacancies compared to 361 during the same period in FY2020/21.
- Opened 191 recruitments compared to 133 in FY2020/21.
- Reviewed 7,152 job applications compared to 7,667 during that same period in FY2020/21.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
HUMAN RESOURCES SERVICES	4,438,682	4,370,118	4,662,324	292,206	6.7%
<b>TOTAL REVENUES</b>	<b>4,438,682</b>	<b>4,370,118</b>	<b>4,662,324</b>	<b>292,206</b>	<b>6.7%</b>
<b>APPROPRIATIONS</b>					
HUMAN RESOURCES SERVICES	4,316,380	4,847,267	5,940,564	1,093,297	22.6%
<b>TOTAL APPROPRIATIONS</b>	<b>4,316,380</b>	<b>4,847,267</b>	<b>5,940,564</b>	<b>1,093,297</b>	<b>22.6%</b>
<b>NET COUNTY COST</b>					
HUMAN RESOURCES SERVICES	(122,301)	477,149	1,278,240	801,091	167.9%
<b>NET COUNTY COST</b>	<b>(122,301)</b>	<b>477,149</b>	<b>1,278,240</b>	<b>801,091</b>	<b>167.9%</b>

STAFFING					
HUMAN RESOURCES SERVICES	22	23	26	3	13.0%
<b>TOTAL STAFFING</b>	<b>22</b>	<b>23</b>	<b>26</b>	<b>3</b>	<b>13.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$292,206 or 6.7% in revenues and an increase of \$1,093,297 or 22.6% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, Net County Cost increased by \$801,091 or 167.9%.



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Primary Funding Sources

The primary funding source for the Department of Human Resources is Countywide Administrative Overhead of \$4,492,024 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 provider.

The Recommended Budget of \$4,662,324 reflects an increase of \$292,206 or 6.7% in revenues primarily due to the following:

- Countywide Administrative Overhead reflects an increase of \$244,206.
- Other Revenue reflects an increase of \$40,000.
- Departmental Administrative Overhead reflects an increase of \$8,000.

Primary Costs

The Recommended Budget of \$5,940,564 reflects an increase of \$1,093,297 or 22.6% in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$902,566 primarily attributed to FY2021/22 position additions and changes, merit and longevity increases, accrued leave payoffs, CalPERS retirement costs, and increases in health insurance rates.
- Services and Supplies reflect an increase of \$179,293 primarily due to an increase of \$100,000 in other professional services resulting from increases in actuarial studies, negotiations services, contracted training and COBRA administration costs. Additional increases in Services and Supplies are reflected in liability and property insurance charges, software/maintenance and support for a new applicant tracking system, central data processing charges, publications and legal notices for a LinkedIn recruitment advertising subscription, advertising/marketing to purchase marketing materials for job fairs and job fair registration fees, and education and training and travel expense. These increases are partially offset by a decrease in controlled assets and computer components.

Contracts

The FY2022/23 Recommended Budget includes a total of \$804,788 or 13.5% in contracted services, which included the following contracts:

- \$150,000 for Equal Employment Opportunity (EEO) investigation services.
- \$131,288 for NeoGov Applicant Tracking and OnBoarding system, JobAps Applicant Tracking and OrgPublisher software.
- \$105,000 for CalPERS health administration fees.
- \$100,000 for labor negotiations services.
- \$70,000 for recruitment and bilingual testing services.
- \$60,000 for third party administration fees for the flexible spending accounts and PARS Retirement Enhancement Plan.
- \$35,000 for ongoing investment fund review of the County's Internal Revenue Code 457 deferred compensation plan, 401(a) and Retirement Health Savings accounts.
- \$35,000 for PARS and OPEB actuarial studies.
- \$30,000 for outside recruiter for executive-level recruitments.
- \$28,000 for compensation studies and arbitration fees.
- \$25,000 for outside trainer to provide POBAR training.
- \$18,000 for COBRA administration services.

**1500 – Fund 001-Human Resources**  
**Charmie Junn, Director of Human Resources**  
**Personnel**

**Functional Area Summary**

- \$15,000 for special projects.
- \$2,500 for CalPERS social security administrator fees.

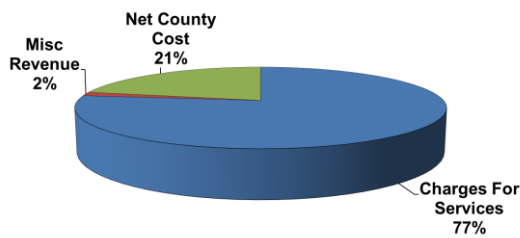
Fixed Assets

None.

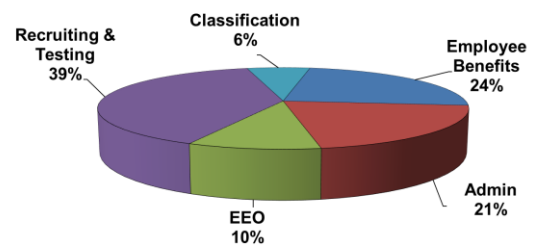
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	17,053	0	0	0	0.0%
CHARGES FOR SERVICES	4,294,820	4,319,818	4,572,024	252,206	5.8%
MISC REVENUE	126,809	50,300	90,300	40,000	79.5%
<b>TOTAL REVENUES</b>	<b>4,438,682</b>	<b>4,370,118</b>	<b>4,662,324</b>	<b>292,206</b>	<b>6.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,258,380	3,714,091	4,616,657	902,566	24.3%
SERVICES AND SUPPLIES	918,784	990,175	1,169,468	179,293	18.1%
OTHER CHARGES	97,478	97,671	94,931	(2,740)	(2.8%)
OTHER FINANCING USES	31,659	36,080	45,058	8,978	24.9%
INTRA-FUND TRANSFERS	10,079	9,250	14,450	5,200	56.2%
<b>TOTAL APPROPRIATIONS</b>	<b>4,316,380</b>	<b>4,847,267</b>	<b>5,940,564</b>	<b>1,093,297</b>	<b>22.6%</b>
<b>NET COUNTY COST</b>	<b>(122,301)</b>	<b>477,149</b>	<b>1,278,240</b>	<b>801,091</b>	<b>167.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

On September 14, 2021, the following position changes were approved by the Board:

- Added 1.0 FTE Human Resource Analyst (TBD) to address increase staffing needs in the Benefits Division.
- Converted 2.0 FTE Limited-Term Human Resource Assistants to regular full-time positions.
- Converted 1.0 FTE Limited-Term Human Resource Analyst (Senior) to regular full-time position.

On March 6, 2022 the following position change was approved administratively:

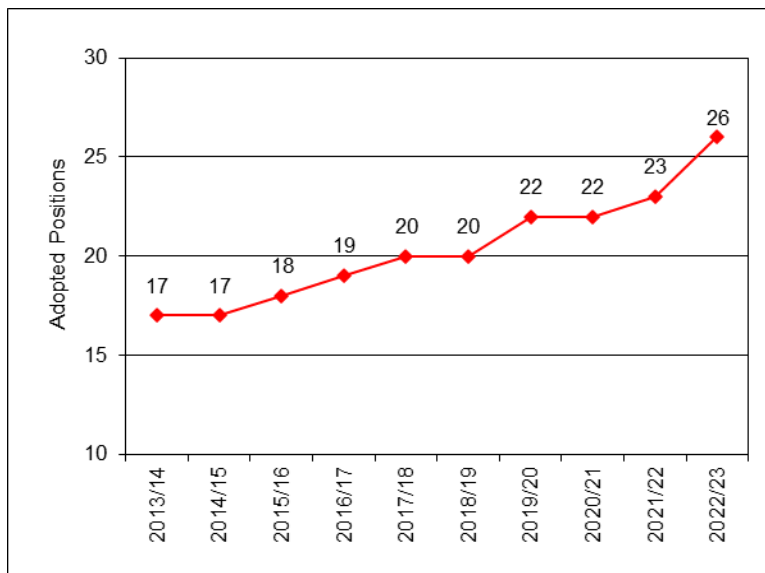
- Added 1.0 FTE Limited-Term Human Resource Analyst (Senior) expiring April 30, 2022.

On April 12, 2022, the following position changes were approved by the Board:

- Added 1.0 FTE EEO Analyst (TBD).
- Added 1.0 FTE Human Resources Manager.
- Added 1.0 FTE Human Resources Analyst (Senior).
- Added 1.0 FTE Office Coordinator.
- Deleted 1.0 FTE Administrative Secretary.
- Deleted 1.0 FTE Human Resource Analyst (Principal).
- Deleted 1.0 FTE Human Resource Assistant.

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County continues to experience turnover and retirements, and the recruitment team continues to expand its presence through social media outreach, streamlining processes and attending multiple job fairs including industry-specific career fairs. Further, the Department is looking to increase workforce retention through workforce development, employee engagement, and classification minimum qualification review.

**1500 – Fund 001-Human Resources**  
**Charmie Junn, Director of Human Resources**  
**Personnel**

**Functional Area Summary**

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The Human Resources Department is working on amendments to County policies and the Civil Service Rules that would enhance recruitment and selection. The Department piloted several recruitments using its new applicant tracking program, NeoGov.

The Department is preparing for labor negotiations with all 19 collective bargaining agreements expiring in October 2022.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets**

**1500 – Fund 001-Human Resources  
 Charmie Junn, Director of Human Resources  
 Personnel**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1103 EMPLOYEE DEVELOPMENT & TRAININ	626,628	628,815	591,448	(37,367)	(5.9%)
1830 RISK MANAGEMENT	19,623,229	23,927,657	13,345,528	(10,582,129)	(44.2%)
<b>APPROPRIATIONS</b>					
1103 EMPLOYEE DEVELOPMENT & TRAININ	593,199	777,191	919,235	142,044	18.3%
1830 RISK MANAGEMENT	19,910,299	25,309,894	15,990,700	(9,319,194)	(36.8%)
<b>NET CHANGE</b>					
1103 EMPLOYEE DEVELOPMENT & TRAININ	(33,429)	148,376	327,787	179,411	120.9%
1830 RISK MANAGEMENT	(287,070)	(1,382,237)	(2,645,172)	(1,262,935)	91.4%

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

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

Charmie Junn, 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:	
FY2021/22 Midyear Projection:	805,157
FY2022/23 Recommended:	919,235
County General Fund Contribution:	327,787
Percent County General Fund Supported:	35.7%
Total Employees (FTEs):	4

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

### Challenges:

- Target (Vector) Solutions expanded their online course trainings to include Microsoft Office computer training, COVID-19, wellness, safety, and skill development courses. The new training offerings have resulted in an increase in the number of online courses for employees. The challenge is to find a Learning Management System that will interface with the PeopleSoft HRMS, thereby reducing the workload and improving the efficiency of tracking employee training records.
- A contract with NeoGov began in FY2021/22. NeoGov includes a module for onboarding/new employee orientation, the capacity to integrate with PeopleSoft, and provides additional E-Learning courses for County employees. NeoGov is being implemented in Phases, and the Training and Development module is scheduled for implementation as part of the second Phase.

### Accomplishments:

- Due to the COVID-19 pandemic, continued to offer County trainings and New Employee Orientation through Target (Vector) Solutions and virtual platforms, such as Microsoft Teams, WebEx, and Zoom.
- Partnered with Anthem, the County’s Employee Assistance Plan vendor, to provide virtual trainings on the following topics: Collaborative Customer Service, Critical Thinking, Conquering Fear and Anxiety, Resiliency – Bounce Back Stronger, Self-Care in the Face of Adversity, Communication Skills for Collaboration, and Holidayze – How to Enjoy the Holidays and Minimize Stress.
- Hosted six virtual Education Fairs for County employees.
- Conducted the first countywide employee engagement survey.
- Using Target (Vector) Solutions, created attestation form that is used to confirm COVID-19 vaccinations.
- Added the following new mandatory training courses for Health and Social Services Employees into Target (Vector) Solutions: H&SS Civil Rights Foundation Training, H&SS Mandated Reporter, H&SS Health Information Privacy & Security Training (H.I.P.S.). Other training courses added into the Target (Vector) Solutions system were Active Shooter and Other Acts of Targeted Violence, Smart Management: Equal Employment Opportunity and Diversity for Managers, Key Skills for Managing and Coaching Your Team, and Smart Workplace: Putting Your People First.
- Offered new training classes from CPS HR – Professionalism: Channeling Your Inner Best and Diversity and Inclusion: Why It Matters for Leaders.
- Selected to host the CSAC Institute Leadership Academy for Professional Development in which 40 Solano County managers and supervisors were nominated to participate in the 10-month program.
- Provided countywide internship opportunities for two college interns and one student intern working in various County departments.
- Implemented Skillbridge Internship Program for military members leaving military service to complete internship assignments with Solano County departments.

**Summary of Other Administered Budgets 1103 – Fund 001-Employee Development & Training**  
**Charmie Junn, Director of Human Resources**  
**Other General**

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**WORKLOAD INDICATORS**

- 12,319 training spaces were occupied by employees from July 1, 2021 through February 28, 2022, compared to 16,291 training spaces during that same period in FY2020/21.
- Offered 64 professional development/training sessions, excluding County-mandated sessions, to County employees compared to 74 sessions last fiscal year.
- The decrease in sessions is because the previous COVID-19, as well as the Senate Bill 1343 and Senate Bill 778 mandatory anti-harassment training requirements, were completed in FY2020/21.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$37,367 or 5.9% in revenues and an increase of \$142,044 or 18.3% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, Net County Cost increased by \$179,411.

Primary Funding Source

The primary funding source for this Division is Charges for Services, which includes Countywide Administrative Overhead of \$586,448 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 Recommended Budget includes a decrease of \$37,367 or 5.9% in revenues due to a decrease in Countywide Administrative Overhead reimbursement.

Primary Costs

The Recommended Budget includes an increase of \$142,044 or 18.3% in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$153,790 primarily attributed to the addition of a 1.0 FTE Training Specialist (TBD) during FY2021/22.
- Services and Supplies reflect a decrease of \$11,894 primarily due to a decrease of \$28,500 in education and training and meals and refreshments due to removing costs for the Solano Leadership Academy, which is offered biennially, and a \$5,000 decrease in other professional services. These decreases are offset by increases of \$5,000 in employee recognition for the annual luncheon, a net increase of \$11,100 in controlled assets and computer components to replace twelve computers in the third floor training room per the County's Computer Refresh policy, and an increase of \$2,884 in central data processing charges.

Contracts

The FY2022/23 Recommended Budget includes a total of \$82,000 or 8.9% in contracted services which includes the following contracts:

- \$37,500 to offer Microsoft Office computer training classes.
- \$17,000 for CPS HR Training Program in Diversity, Equity, and Inclusion.
- \$12,000 for SkillSoft Learning Management System.
- \$5,500 for Liebert Cassidy Whitmore Training.
- \$5,000 for follow-up coaching related to the Solano Leadership Academy.
- \$5,000 for online training courses through the Fred Pryor Institute.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

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

**Charmie Junn, Director of Human Resources**

**Other General**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHARGES FOR SERVICES	626,628	628,815	591,448	(37,367)	(5.9%)
<b>TOTAL REVENUES</b>	<b>626,628</b>	<b>628,815</b>	<b>591,448</b>	<b>(37,367)</b>	<b>(5.9%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	418,802	481,070	634,860	153,790	32.0%
SERVICES AND SUPPLIES	153,093	272,466	260,572	(11,894)	(4.4%)
OTHER CHARGES	15,775	15,204	13,906	(1,298)	(8.5%)
OTHER FINANCING USES	3,817	4,151	5,597	1,446	34.8%
INTRA-FUND TRANSFERS	1,711	4,300	4,300	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>593,199</b>	<b>777,191</b>	<b>919,235</b>	<b>142,044</b>	<b>18.3%</b>
<b>NET COUNTY COST</b>	<b>(33,429)</b>	<b>148,376</b>	<b>327,787</b>	<b>179,411</b>	<b>120.9%</b>

<b>STAFFING</b>					
EMPLOYEE DEV. & TRAINING	3	3	4	1	33.3%
<b>TOTAL STAFFING</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>33.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

On April 12, 2022, the Board approved the following position change:

- Added 1.0 FTE Training/Organizational Development Specialist (TBD).

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County of Solano continues to face a demographic change of an aging workforce with mid, 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. In FY2020/21, the County began offering job shadowing opportunities with high schools, and the Solano County Office of Education, in an effort to recruit and retain the younger generations that will be entering the workforce in the coming years. Due to the COVID-19 pandemic, these efforts were put on hold. In the coming fiscal year, it is anticipated these outreach and development opportunities will be reinstated to help with developing the future workforce.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	22,037,667
FY2022/23 Recommended:	15,990,700
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 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.

1823 Workers’ Compensation and Safety

This program monitors and directs administration of the Workers’ Compensation program through the County’s self-insurance program and excess coverage through PRISM; provides disability management services; implements Cal/OSHA mandated loss prevention and safety programs; administers the County’s Occupational Health and Safety Program; staffs the countywide Safety Committee; 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 reinforce safety initiatives to maintain this trend.
- Reducing 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.
- COVID-19 has impacted, and continues to impact, all Risk Management programs including, but not limited to, workers’ compensation, leave management, safety and loss prevention, and insurance renewals. Continued changes to existing, as well as newly introduced, legislation for COVID-19 at both the state and federal levels could increase costs and workloads significantly in FY2021/22.

Accomplishments:

- Solano County received the American Heart Association’s “Healthy Workplace Achievement” recognition in 2021 for the sixth consecutive year.
- Continued the virtual ergonomic evaluation program to evaluate remote and onsite workspaces for County employees.

- 
- The wellness program continued to work with partners to provide a wide selection of virtual online webinars and classes with over 130 wellness webinars offered annually to employees. In addition, seven requested wellness presentations were provided to three different department all staff meetings.
  - “Coping in COVID-19 Times” was renamed “SoCo Employee Wellness Times.” The wellness program continues to create and distribute this popular monthly newsletter to provide employees information on wellness, safety, resilience, and mental health support resources.
  - Wellness worked with Working Advantage to launch and provide the Solano County Savings Marketplace, an online site for employee discounts on a wide variety of recreation, travel, and consumer discounts.

### **WORKLOAD INDICATORS**

During the period July 1, 2021 – February 28, 2022:

- The number of reported workers’ compensation claims was 476 compared to 287 during the same period in FY2020/21: 235 of the 476 claims reported were COVID-19 related.
- Closed 312 workers’ compensation claims as compared to 200 during the same period in FY2020/21.
- Processed 6,099 FMLA/Discretionary/Labor Code 4850 leave of absence letters compared to 5,156 in FY2020/21.
- Completed 156 ergonomic evaluations compared to 850 in FY2020/21. Of the 156 evaluations completed, 12 were Ergo Express evaluations, 121 were in-person evaluations, and 23 were completed virtually.
- 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 41 ambassadors, which is the same as last year.
- Active users on the County’s “My Well Site” decreased during the COVID-19 pandemic from 433 last year to 110 active users during FY2021/22. Although 3 – 4 challenges and promotions were conducted and well-advertised, engagement was lower than in previous years. Promotions are planned with the 41 wellness ambassadors to increase engagement.
- Completed 410 ADA interactive meetings/accommodations compared to 262 in last fiscal year. A majority of these are related to workers’ compensation claims and the return-to-work process. The increase is most likely due to restricting teleworking opportunities associated with COVID-19 and efforts to engage employees in the interactive process earlier and/or upon exhaustion of protected leave.
- Processed 17 COVID-19 exemption requests.
- Coordinated 338 pre-appointment physicals compared to 120 in the prior year.
- 801 vaccines, including 707 flu vaccinations, administered for the Aerosol Transmissible Disease and Blood-Borne Pathogen Cal/OSHA standard vaccine requirements compared to 1,075, including 611 flu vaccinations in FY2020/21. The County did provide additional clinics in collaboration with Kaiser Permanente, but turnout was not as high as expected and only accounted for administration of approximately 50 additional flu shots. COVID-19 may have impacted the number of flu vaccinations due to teleworking and/or employees obtaining flu shots from their own healthcare provider.
- Coordinated 144 pre-appointment drug screens compared to 120 in FY2020/21.
- Provided 45 respirator fit tests for employees who are expected to wear respirators as personal protective equipment compared to 69 last year.

### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$10,582,129 or 44.2% in revenues and a decrease of \$9,319,194 or 36.8% in appropriations when compared to the FY2021/22 Adopted Budget. The primary reason attributed to these decreases is the transfer of the Liability Division to County Counsel during FY2021/22. As a result, use of Fund Balance decreased by \$1,262,935.

**1821 Administration**

Primary Funding Source

The Administration Division is funded through Intrafund Transfers of \$1,592,977 to the Risk Management operating divisions. These charges are estimated to increase by \$350,086 or 28.2% when compared to FY2021/22 Adopted Budget.

Primary Costs

The primary costs for the Administration Division are:

- Salaries and Employee Benefits of \$839,112 reflect an increase of \$178,877 primarily due to a 1.0 FTE Risk Analyst transferring from the Liability Division to Admin.
- Services and Supplies of \$304,483 reflect an increase of \$91,040 primarily due to contracts and training costs transferring from the Liability Division to Admin, as well as an increase of \$18,152 in Central Data Processing charges.
- Other Charges of \$441,138 reflect an increase of \$78,214 primarily due to an increase of \$70,814 in Countywide Administrative Overhead charges.

Contracts

The Recommended Budget includes a total of \$68,900 or 4.3% in contracted services which includes the following contracts:

- \$25,000 for workplace violence prevention training.
- \$20,000 for pre-employment background and reference services.
- \$15,000 for DOT and non-DOT drug and alcohol screenings.
- \$8,900 for CPR training.

Fixed Assets

None.

**1823 Workers' Compensation and Safety**

The Recommended Budget of \$10,965,000 represents a decrease of \$1,491,000 or 14.0% in revenues and a decrease of \$991,000 or 8.3% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, use of Fund Balance increased by \$500,000.

Primary Funding Source

The Recommended Budget of \$9,165,000 represents a decrease of \$1,491,000 or 14.0% in revenues and a decrease of \$991,000 or 8.3% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, use of Fund Balance increased by \$500,000.

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 \$1,461,000 or 13.9% when compared to last fiscal year for a total recovery in FY2022/23 of \$9,015,000.

Primary Costs

The primary costs for Workers' Compensation and Safety Division are:

- Insurance – Other of \$3,519,000 reflects an increase of \$393,000 or 12.6% mainly due to an increase in the preliminary insurance rates received from PRISM. Included are:
  - Excess Workers' Compensation Insurance of \$3,184,000.
  - Department of Industrial Relations of \$335,000.
- Insurance Claims of \$4,622,300 reflects a decrease of \$2,436,249 or 34.5% due to a decrease in anticipated payouts for workers' compensation insurance claims.

**1830 – Fund 060-Risk Management**  
**Charmie Junn, Director of Human Resources**  
**Other General**

**Summary of Other Administered Budgets**

- 
- Other Professional Services of \$828,424 reflects an increase of \$33,914 mainly due to an increase for workers' compensation claims third party administration services and pre-employment testing services.

Contracts

The Recommended Budget includes a total of \$828,424 or 7.6% in contracted services which includes the following contracts:

- \$477,726 for Workers' Compensation third party claims administration fees.
- \$160,698 with Department of Health and Social Services for Occupational Health medical-related services.
- \$150,000 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.

**1824 Property**

Primary Funding Source

The primary funding source for the Property Insurance Division is \$4,170,528 in charges to user departments for their allocated share of property insurance expenses. These revenues are estimated to increase by \$660,585 or 18.8% when compared to last fiscal year. For FY2022/23, the Department will use \$440,000 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 \$4,410,879 reflects an increase of \$743,081 or 20.3% due to higher projected insurance rates which includes the following programs:
  - Property Insurance of \$4,308,379.
  - Equipment Maintenance Management Program of \$50,000.
  - Bond Insurance of \$43,400.
  - Airport Liability Insurance of \$5,300.
  - Watercraft Insurance of \$3,800.
- 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 FY20201/22.

Contracts

None.

Fixed Assets

None.

**Summary of Other Administered Budgets**

**1830 – Fund 060-Risk Management  
Charmie Junn, Director of Human Resources  
Other General**

**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. The Unemployment Division built up an excess reserve that allows the Division to provide a rate holiday to user departments which reduces charges by 904,814 or 100% when compared to last fiscal year.

Primary Costs

The primary costs for the Unemployment Division are Insurance Claims of \$327,023 a decrease of \$255,284 or 43.8%.

Contracts

None.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	174,998	195,900	160,000	(35,900)	(18.3%)
INTERGOVERNMENTAL REV FEDERAL	563,154	0	0	0	0.0%
CHARGES FOR SERVICES	18,255,048	23,239,209	13,185,528	(10,053,681)	(43.3%)
MISC REVENUE	630,029	492,548	0	(492,548)	(100.0%)
<b>TOTAL REVENUES</b>	<b>19,623,229</b>	<b>23,927,657</b>	<b>13,345,528</b>	<b>(10,582,129)</b>	<b>(44.2%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,040,941	1,234,786	1,317,767	82,981	6.7%
SERVICES AND SUPPLIES	18,167,649	23,450,040	14,218,734	(9,231,306)	(39.4%)
OTHER CHARGES	691,911	612,924	441,138	(171,786)	(28.0%)
OTHER FINANCING USES	9,798	12,144	13,061	917	7.6%
<b>TOTAL APPROPRIATIONS</b>	<b>19,910,299</b>	<b>25,309,894</b>	<b>15,990,700</b>	<b>(9,319,194)</b>	<b>(36.8%)</b>
<b>NET GAIN(LOSS)</b>	<b>(287,070)</b>	<b>(1,382,237)</b>	<b>(2,645,172)</b>	<b>(1,262,935)</b>	<b>91.4%</b>

<b>STAFFING</b>					
RISK MANAGEMENT	7.7	8.7	7.7	(1)	(11.5%)
<b>TOTAL STAFFING</b>	<b>7.7</b>	<b>8.7</b>	<b>7.7</b>	<b>(1)</b>	<b>(11.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

During FY2021/22 the Board of Supervisors approved a transfer of the Liability Division (BU 1822) from Human Resources to County Counsel resulting in a decrease in revenues and appropriations in 1830 Risk Management. In FY2022/23 Recommended Budget the Liability Division was assigned a new budget unit (BU 1831) and is included herein as an Other Administered Budget under County Counsel.

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**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

On October 2, 2021 the following Limited-Term position expired:

- Expired 1.0 FTE Limited-Term Risk Analyst.

On April 12, 2022 the Board approved the following position changes:

- Added 1.0 FTE Safety Officer (TBD).
- Deleted 1.0 FTE Risk Analyst.

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Property coverage is provided through PRISM and has been challenging for the last several years as the insurance industry has experienced unprecedented losses in California and across the globe.

COVID-19 - With the continued challenges of the COVID-19 pandemic, the pre-employment physicals/drug screenings are taking longer to complete due to staff shortages with the County's pre-employment vendor, causing delays in the hiring process. Risk Management is exploring different options to manage the County's pre-employment needs.

The impact on the insurance industry due to the COVID-19 pandemic is unclear and may impact the underwriting cycle for public entity insurance coverage. PRISM continues to look at claims, renewals, messaging, and resources to mitigate the risk to help members manage exposures moving forward.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	\$9,421,234
FY2022/23 Recommended:	\$6,750,742
County General Fund Contribution:	\$5,839,742
Percent County General Fund Supported:	86.5%
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 or June in even years. Additional elections may be scheduled in April in even years, and March in odd years. Mail ballot elections may be conducted in May and August of each year as well as in March of even-numbered years. Special, initiative, referendum, recall, and school bond elections are not limited to the regular election dates.

Costs for federal, State, and county elections are borne by the County, while the other jurisdictions (cities, schools and special districts) reimburse the County for the cost of conducting their elections. State special elections may be reimbursed at the discretion of the Legislature and Governor.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The ROV continues to successfully conduct elections with multiple options for voters during the pandemic. During the previous year, the ROV conducted four elections in an odd numbered year, an off election cycle. Significant challenges included:
  - Providing safety and security of staff and over 1,100 poll workers for COVID-19 conditions.
  - Operating under multiple executive orders and last-minute legislative changes.
  - Conducting extensive outreach about various new options to vote.
  - Expanded ballot drop-off locations from three to ten and picked up ballots daily from all locations.
  - Managed redistricting of all districts in preparation for the November 2022 Election cycle.
- Continued to work closely with the Secretary of State in 2021 and 2022 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. Through this process, the ROV was critical in implementing the eighth state-wide mock-election to implement new processes and procedures for election administration. The ROV also worked with the Secretary of State to implement new duplicate match criteria to help reduce potential duplicate voters within the statewide voter registration system.

**Timothy P. Flanagan, Chief Information Officer  
Elections**

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- 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 (41% of locations were adopted in the 2021 Gubernatorial Recall Election).
- Received \$2.9 million in grants from the Secretary of State to conduct the 2021 Gubernatorial Recall Election. Funds were used to ensure voters’ needs for accessibility, voting options, and alternative language requirements were met. Funds were also used to help prepare our office for future elections.
- Improved and upgraded critical software and equipment for increasing efficiencies and accuracy of vote by mail signature verification processes in response to now sending all voters vote by mail ballots.
- Election preparations allowed staff to maintain a same-day processing schedule for all ballots received prior to election day. This allowed for faster results released on election night, and fewer ballots to count post-election compared to other California counties.
- Continued to experience an increase in voter registrations and re-registrations through the automatic Department of Motor Vehicle (DMV) registration process.

**WORKLOAD INDICATORS**

- ROV staff processed a total of 124,183 voter file transactions in FY2021/22. Of this number, 122,941 transactions were voters re-registering through DMV, National Change of Address (NCOA), or online voter registration forms. ROV maintains significant efficiencies through the increased use of online voter registration and the statewide VoteCal system. More than 95% of all voter registration transactions are now handled via automated processing versus manual entry.
- Consistent with previous years, 2021 Vote-by-Mail (VBM) turnout continued at a high level and comprises a significant portion of the work for the ROV office. All voters are now considered vote by mail voters through state law. Turnout of in-person voting now represents only 10% of the overall turnout. Due to these changes, the ROV has increased services for vote by mail voters, providing more thirty-day locations to drop off ballots, plus more five-day curbside locations, and one 24-hour secure ballot box. The ROV continues to see increases in 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 FY2021/22, the ROV conducted one coordinated statewide mock election, a countywide recall election in September, a Dixon Consolidated Uniform District Election (UDEL) in November and the scheduled Statewide 2022 Primary Election in June.



**Functional Area Summary**

**1550 – Fund 001-Registrar of Voters  
Timothy P. Flanagan, Chief Information Officer  
Elections**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ELECTIONS	2,509,181	165,500	911,000	745,500	450.5%
<b>TOTAL REVENUES</b>	<b>2,509,181</b>	<b>165,500</b>	<b>911,000</b>	<b>745,500</b>	<b>450.5%</b>
<b>APPROPRIATIONS</b>					
ELECTIONS	5,927,075	8,655,282	6,750,742	(1,904,540)	(22.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>5,927,075</b>	<b>8,655,282</b>	<b>6,750,742</b>	<b>(1,904,540)</b>	<b>(22.0%)</b>
<b>NET COUNTY COST</b>					
ELECTIONS	3,417,894	8,489,782	5,839,742	(2,650,040)	(31.2%)
<b>NET COUNTY COST</b>	<b>3,417,894</b>	<b>8,489,782</b>	<b>5,839,742</b>	<b>(2,650,040)</b>	<b>(31.2%)</b>

<b>STAFFING</b>					
ELECTIONS	9	9	9	0	0.0%
<b>TOTAL STAFFING</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$745,500 or 450.5% in revenues and a decrease of \$1,904,540 or 22.0% in appropriations when compared to FY2021/22 Adopted Budget. As a result, the Net County Cost decreased by \$2,650,040 or 31.2%.

Primary Funding Sources

The primary funding sources for the Department is General Fund, which is comprised of \$5,839,742 or 86.5% of the Recommended Budget.

The Recommended Budget includes a \$745,500 or 450.5% increase in revenues primarily due to the following:

- Intergovernmental Revenues of \$9,000 reflect a decrease of \$9,500 or 51.4% related to postage reimbursements from the State.
- Charges for Services of \$902,000 reflect a net increase of \$755,000 or 513.6% which is primarily attributable to billings to participating entities. The ROV cannot charge for election services in elections where only County, State or federal offices are participating as was the case in the FY2021/22 Primary, Recall, and Special Vacancy elections. School Districts, Cities, Special Districts (all billable agencies) participate in the 2022 November General Election, resulting in the revenue increases for FY2022/23. To the greatest extent permitted by law, ROV costs are billed to the entities participating in each election.

Primary Costs

The Recommended Budget of \$6,750,742 reflects a \$1,904,540 or 22% decrease in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$1,845,899 reflect a decrease of \$120,930 or 6.1% primarily due to reduced Extra Help wages in FY2022/23 as ROV anticipates one countywide election in the fiscal year compared to two countywide elections plus two city elections in FY2021/22.
- Services and Supplies of \$3,977,318 reflect a decrease of \$1,918,623 or 32.5% primarily due to having only one scheduled election to conduct within the fiscal year. While the ROV anticipates including the continued expenses related to providing

COVID-19 supplies, postage increases, increasing vote by mail return locations, and paying postage on all returned ballots, the ROV anticipates only having to conduct the November 8, 2022 General Election.

- Other Charges of \$895,405 reflect an increase of \$149,535 or 20% primarily due to charges from Countywide Administrative Overhead.

Fixed Assets

None.

Contracts

The FY2022/23 Recommended Budget includes a total of \$577,809 or 8.6% in contracted services, which includes the following significant contracts:

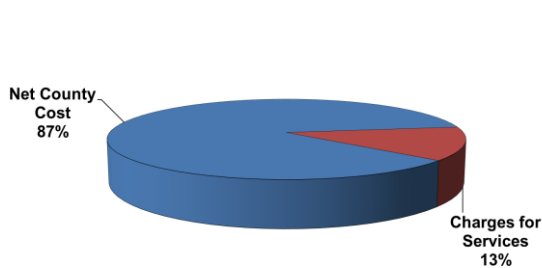
- \$318,559 for election equipment and supply deployment and retrieval.
- \$112,750 for electronic poll book annual maintenance and support.
- \$53,500 for poll worker management system, online training and election night reporting.
- \$52,000 for election setup and support services.
- \$41,000 for ballot access application for military/overseas and disabled voters.

**DEPARTMENT COMMENTS**

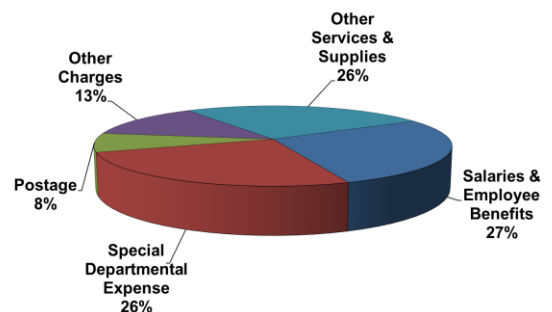
The Recommended Budget includes a decrease in services and supplies related to having one election in the fiscal year, which will include reimbursements from cities, schools, and special districts. The Department continues to review business process improvements to further streamline services and reduce operating costs.

The Department is responsible for managing a significant increase in district boundaries due to cities and school districts dividing into district-based elections vs. former at-large elections. All districts will have submitted new or updated district boundaries, plus verification from our office to ensure the ROV has the correct information before conducting the November 8, 2022 General Election. This increased workload and subsequent election complexities has required the Department to implement additional support from county GIS to manage the precinct lines, street updates, annexations, and validation of correct assignment of voters within each district.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	1,377,271	18,500	9,000	(9,500)	(51.4%)
INTERGOVERNMENTAL REV FEDERAL	1,942	0	0	0	0.0%
CHARGES FOR SERVICES	1,125,398	147,000	902,000	755,000	513.6%
MISC REVENUE	4,571	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,509,181</b>	<b>165,500</b>	<b>911,000</b>	<b>745,500</b>	<b>450.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,610,158	1,966,829	1,845,899	(120,930)	(6.1%)
SERVICES AND SUPPLIES	3,780,978	5,895,941	3,977,318	(1,918,623)	(32.5%)
OTHER CHARGES	501,946	745,870	895,405	149,535	20.0%
OTHER FINANCING USES	9,680	12,592	12,720	128	1.0%
INTRA-FUND TRANSFERS	24,314	34,050	19,400	(14,650)	(43.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>5,927,075</b>	<b>8,655,282</b>	<b>6,750,742</b>	<b>(1,904,540)</b>	<b>(22.0%)</b>
<b>NET COUNTY COST</b>	<b>3,417,894</b>	<b>8,489,782</b>	<b>5,839,742</b>	<b>(2,650,040)</b>	<b>(31.2%)</b>

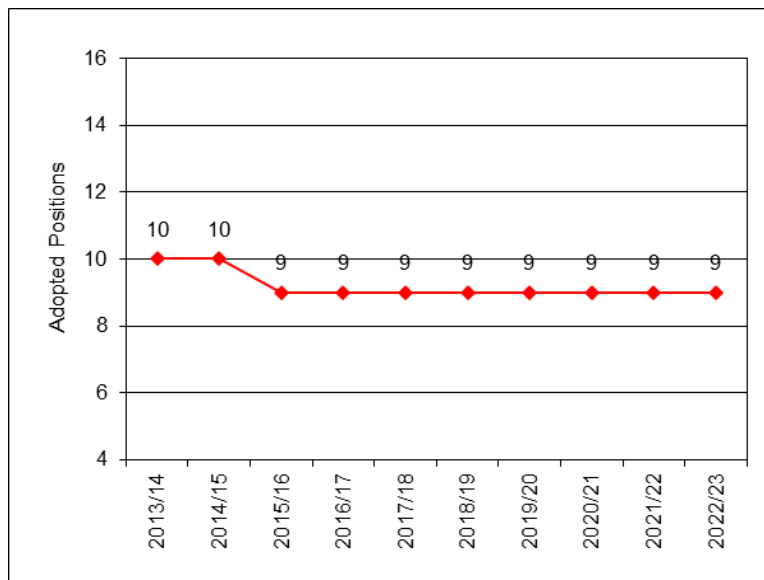
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Services and Supplies of \$3,977,318 reflect a decrease of \$1,918,623 or 32.5% primarily due to having only one scheduled election to conduct within the fiscal year. While ROV anticipates including the continued expenses related to providing COVID-19 supplies, postage increases, increasing vote by mail return locations, and paying postage on all returned ballots, the ROV anticipates only having to conduct one election, which is the November 8, 2022 General Election.

**SUMMARY OF POSITION CHANGES**

There are no position allocation changes in the FY2022/23 Recommended Budget.

**STAFFING TREND**



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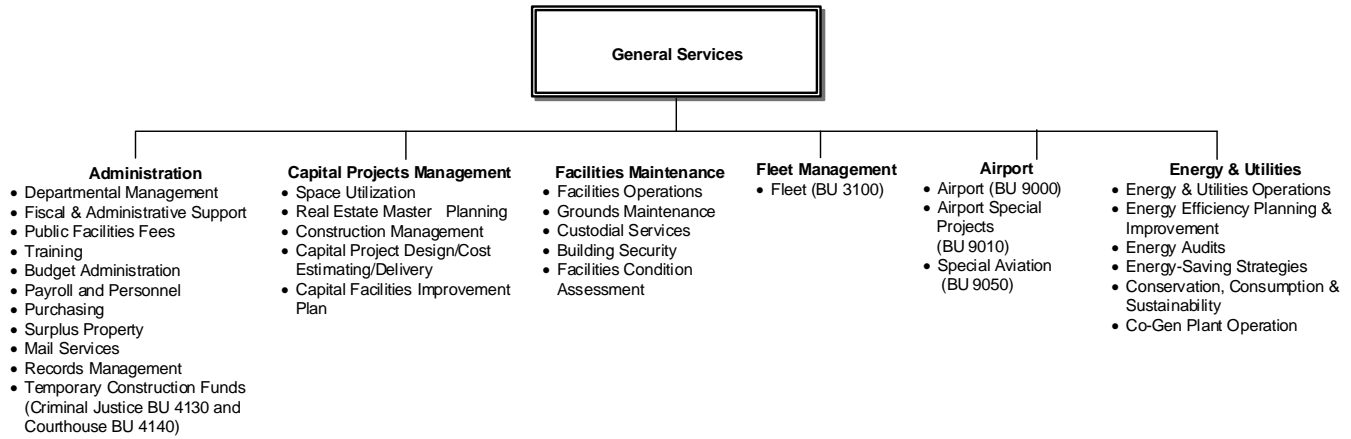
**PENDING ISSUES AND POLICY CONSIDERATIONS**

ROV will have additional and continued election costs for administrative changes required by the State Legislation for the 2022 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, increase vote by mail return locations and provide additional countywide notices to voters to inform them of the upcoming election process changes.

The Department will monitor state and federal legislation related to election administration and vote by mail processing. Many counties in California have removed neighborhood polling places in favor of regional voting centers (Voters Choice Act Model). The Department will continue to research the cost and long-term impact of this alternative method while continuing to monitor costs related to reduced turn-out at polling places.

ROV will continue to monitor health directives as it relates to the COVID-19 pandemic for ensuring public health protocols are met for the upcoming elections. 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.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	24,385,178
FY2022/23 Recommended:	26,257,015
County General Fund Contribution:	7,634,272
Percent County General Fund Supported:	29.1%
Total Employees (FTEs):	98

**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.

Capital Projects Management

Leads capital improvement planning, development, real estate management (see BU 1640) and facility renewal of new and existing County facilities, providing comprehensive project management services. Capital Projects funding is included in Accumulated Capital Outlay (BU 1700).

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 square feet of 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.

Megan M. Greve, Director of General Services  
Other General

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- 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.

The Department of General Services also oversees Fleet Management (BU 3100) and Airport (BU 9000, 9010 and 9050).

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

#### Challenges:

- Continued procurement of COVID-19 related products and needs, causing delay in other operational purchases as staff prioritize the pandemic related purchases. (*Administration - Support Services*)
- Adapt to key staff changes through attrition and retirements in Support Services which left holes in institutional knowledge (16% of staff have over one year experience in position) and a challenge with fewer highly skilled staff to train and mentor new staff. (*Administration - Support Services*)
- Continue to coordinate site and facility implications of the comprehensive County energy conservation project, proposed new Fairfield Hall of Justice, changes in State adult and youth detention policies, and real estate acquisition opportunities with prior Board-approved master plans for County campuses. (*Capital Projects Management*)
- Monitor and maintain buildings that are aging, requiring increased maintenance and repairs and increased possibilities of equipment failures. The International Facility Management Association industry benchmark is 47,000 sq. ft. of space per staff person. Currently, Solano County's maintained space is 130,878 sq. ft. of space per staff person. (*Facilities Management*)
- Implement a robust planned and preventive maintenance program to extend the lifecycle of building infrastructure reducing downtime, failures, and costs associated with reacting to emergencies. (*Facilities Management*)
- Adapt to key staff changes through attrition and retirements in Facilities which left holes in institutional knowledge and a challenge with fewer highly skilled staff to train and mentor new staff. (*Facilities Management*)
- Monitor employee engagement as the Department is faced with challenges to fill open positions for all teams and address the staffing model for the CoGeneration Plant. (*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 individuals experiencing homelessness which 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 reduces available time to work on water saving initiatives or projects to discourage individuals experiencing homelessness around the buildings. (*Facilities Management*)
- Monitor the historic rise in fuel prices and the cost of goods and services and their impact on County operations and budget. (*Facilities Management*)

#### Accomplishments:

- Overhauled the Records Information Management (RIM) Program's intranet site to provide one-stop-shop for County employees. The site now incorporates RIM policies and procedures as well as offsite storage services administered by the County's contractor. Almost a dozen new self-guided tutorials were developed for County users on the RIM program requirements, record destruction and offsite storage practices. (*Administration - Support Services*)
- Completed Countywide Card Access Upgrades of obsolete access system software. (*Capital Projects Management*)
- Completed upgrades to security electronic systems at Juvenile Detention Facilities. (*Capital Projects Management*)
- Completed public counter upgrades for Health & Social Services' Employment and Eligibility Services lobbies at 365 Tuolumne Street in Vallejo and 275 Beck Avenue in Fairfield. (*Capital Projects Management*)

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- Completed room modifications to accommodate youth vocational training program instruction at Juvenile Detention Facility. *(Capital Projects Management)*
  - Completed space utilization study, with recommendations for security and technology improvements, wayfinding, and improved efficiency of spaces at the County Administration Center. *(Capital Projects Management)*
  - Completed upgrades to County Administration Center Public Fountain including new filtration and recirculation pumps. *(Capital Projects Management)*
  - Completed space reconfiguration for General Services Department at the County Administration Center to accommodate additional incoming staff. *(Capital Projects Management)*
  - Responded to a flood event at the Downtown Campus and secured all buildings by engaging the flood pumps through manual manipulation. Due to the prompt response of all stakeholders, there were no damages to County and Court facilities. *(Facilities Management)*
  - Continued monitoring energy efficiency measures and resiliency measures in countywide property portfolio to prepare for future public safety power shutoffs. *(Facilities Management)*
  - Completed a major repair of generator #3 and the cooling tower at the Cogeneration Plant with no impact to the County buildings that rely on power and cooling water from the plant. *(Facilities Management)*
  - Implemented a work order priority matrix and a scheduling process that is driving down the backlog of work orders and setting measurable expectations. *(Facilities Management)*
  - Maintained a higher cleaning level at all County facilities to allow continued occupancy during COVID-19 pandemic and streamlined contamination response to reduce overtime. *(Facilities Management)*

**WORKLOAD INDICATORS**Administration - Support Services

- Responsible for the oversight and fiscal management of 11 departmental budgets, totaling approximately \$100.8 million. These departmental budgets include 99 individual budgets requiring direct oversight and fiscal management.
- Processed over 9,713 invoices totaling over \$28.4 million in FY2020/21 payments. Responsible for tracking 123 Countywide utility accounts (51 Gas/Electric, 14 Garbage and 58 Water).
- From March 2021 through February 2022 processed 272 personnel actions, audited 87 employees' time studies each pay-period to ensure accurate documentation of time for billing purposes, and scheduled/completed 509 mandated trainings for over 115 employees.
- Processed 2,134 purchase orders and processed 65 bids and RFPs from March 2021 through February 2022.
- Provided oversight and support for County records storage services to ensure appropriate retention period in accordance with County retention schedules and policies.
- Conducted surplus auctions which generated \$172,165 in revenues from March 2021 to February 2022.
- Reached 61,000 viewers through the Solano County Surplus Facebook page between July 1, 2021, and March 1, 2022, one of several outreach tools for surplus property sales.
- Processed and metered 1,024,320 individual pieces of USPS and Inter-office mail.
- Managed over 67 completed or ongoing design, planning, and accounting of construction projects, with a value of approximately \$175 million in FY2021/22.

Capital Projects Management

- Managed over 63 consultants and construction contracts valued at \$64 million.
- In FY2021/22, processed over 300 small project requests for County departments.

Facilities Management

- In FY2021/22, received, planned, and scheduled 5,872 work orders from Departments for maintenance and repairs of County facilities of which, 5,184 have been completed.
- Produced over 9,988,755 kilowatt hours of electricity from the County's Cogeneration Plant.
- As of the third quarter of FY2021/22, created 113 purchase orders for services and supplies in support of Facilities Management.
- As of the third quarter of FY2021/22, processed 2,783 invoices for payments pertaining to facilities services, supplies, and equipment.

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
ADMINISTRATION	1,153,085	934,268	836,836	(97,432)	(10.4%)
ARCHITECTURAL SERVICES	1,689,372	2,362,651	2,381,761	19,110	0.8%
CENTRAL SERVICES	2,295,257	2,000,984	1,785,257	(215,727)	(10.8%)
FACILITIES MAINTENANCE	15,060,945	13,529,583	13,618,889	89,306	0.7%
<b>TOTAL REVENUES</b>	<b>20,198,659</b>	<b>18,827,486</b>	<b>18,622,743</b>	<b>(204,743)</b>	<b>(1.1%)</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	1,976,900	2,361,040	2,376,820	15,780	0.7%
ARCHITECTURAL SERVICES	2,141,806	2,436,308	2,927,497	491,189	20.2%
CENTRAL SERVICES	1,522,872	1,838,906	2,021,997	183,091	10.0%
FACILITIES MAINTENANCE	15,228,129	17,678,858	18,930,701	1,251,843	7.1%
<b>TOTAL APPROPRIATIONS</b>	<b>20,869,707</b>	<b>24,315,112</b>	<b>26,257,015</b>	<b>1,941,903</b>	<b>8.0%</b>
<b>NET COUNTY COST</b>					
ADMINISTRATION	823,815	1,426,772	1,539,984	113,212	7.9%
ARCHITECTURAL SERVICES	452,434	73,657	545,736	472,079	640.9%
CENTRAL SERVICES	(772,385)	(162,078)	236,740	398,818	(246.1%)
FACILITIES MAINTENANCE	167,183	4,149,275	5,311,812	1,162,537	28.0%
<b>NET COUNTY COST</b>	<b>671,047</b>	<b>5,487,626</b>	<b>7,634,272</b>	<b>2,146,646</b>	<b>39.1%</b>

<b>STAFFING</b>					
ADMINISTRATION	12	15	15	0	0.0%
ARCHITECTURAL SERVICES	6	6	7	1	16.7%
CENTRAL SERVICES	10	9	9	0	0.0%
FACILITIES MAINTENANCE	65	65	67	2	3.1%
<b>TOTAL STAFFING</b>	<b>93</b>	<b>95</b>	<b>98</b>	<b>3</b>	<b>3.2%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$204,743 or 1.1% in revenues and an increase of \$1,941,903 or 8% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the Net County Cost has increased by \$2,146,646 or 39.1%.



**Primary Funding Sources**

The primary funding source for the Department is Charges for Services which is comprised of \$17,773,533 or 95.4% of the total revenue recovered through detailed cost accounting.

The Recommended Budget includes a \$204,743 or 1.1% net decrease 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 Countywide Administrative Charges and direct charges.

**Primary Costs**

The Recommended Budget includes a \$1,941,903 or 8% net increase in appropriations primarily due to:

- Salaries and Employee Benefits reflect an increase of \$817,642 or 6.8% primarily attributed to negotiated and approved labor contract wage increases, merit/longevity increases, CalPERS retirement costs, changes in health benefit costs, request for a new Senior Stationary Engineer position.
- Services and Supplies reflect an increase of \$1,115,780 or 10% primarily due to increases in contracted capital project management, building maintenance and improvements, maintenance equipment, software maintenance and support, utilities and purchases for resale. These increases are partially offset by decreases across multiple accounts including county garage services.
- Other Charges reflect an increase of \$28,095 or 2.1% primarily due to an increase in Countywide Administrative Overhead.
- Fixed Assets reflect an increase of \$34,420 or 100% for purchase of debris loader, walker diesel mower and mulch deck and electric mower needed by the Facilities/Grounds operation division.
- Other Financing Uses reflects a decrease of \$66,380 or 36.2% primarily due to a transfer of funds to Fleet Management for the purchase of two vehicles for the Facilities Operations Division in the prior year and a slight increase in Pension Obligation Bonds cost.
- Intrafund Transfers reflects a decrease of \$12,346 or 3.6% representing postage offset by decrease in materials, labor and small project requests by various General Fund departments.

**Contracts**

The FY2022/23 Recommended Budget includes a total of \$2,008,329 for contracted and professional services which include the following significant contracts:

- \$773,560 for project management services to assist with capital project management.
- \$320,000 for arch flash labeling services.
- \$285,000 for uninterruptible power supply testing, hazmat handling, fire suppression system, elevator and underground storage tank inspections and certifications.
- \$250,000 for floor care, window care/maintenance, and upholstery cleaning services.
- \$157,000 for power washing, parking lot sweeping, palm tree, and other tree trimming services.
- \$120,000 for advanced diagnostic and engineering services.
- \$70,000 for building automation systems programming, boiler source testing, and boiler/chiller annual testing.
- \$30,720 for presort mail services to presort bar code compatible mail.

**Fixed Assets**

The FY2022/23 Recommended Budget includes the following fixed assets:

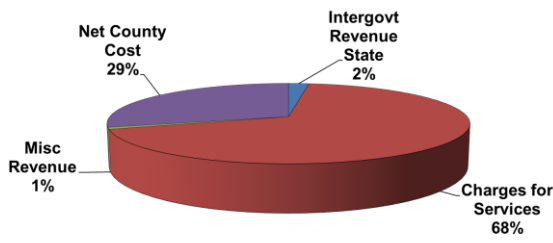
- \$23,450 for purchase of an industrial grade walker mower and mulch deck.

- \$5,500 for purchase of an electric mower.
- \$5,380 for purchase of Billy Goat debris loader.

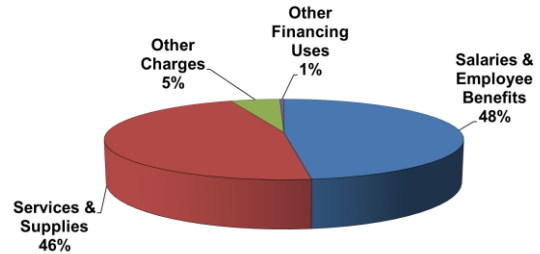
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	12,244	12,000	10,000	(2,000)	(16.7%)
INTERGOVERNMENTAL REV STATE	744,449	530,000	560,000	30,000	5.7%
INTERGOVERNMENTAL REV FEDERAL	226,630	0	0	0	0.0%
CHARGES FOR SERVICES	18,847,316	18,023,312	17,773,533	(249,779)	(1.4%)
MISC REVENUE	191,313	182,174	199,210	17,036	9.4%
OTHER FINANCING SOURCES	176,707	80,000	80,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>20,198,660</b>	<b>18,827,486</b>	<b>18,622,743</b>	<b>(204,743)</b>	<b>(1.1%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	10,323,023	11,966,595	12,784,237	817,642	6.8%
SERVICES AND SUPPLIES	8,973,402	11,154,786	12,270,566	1,115,780	10.0%
OTHER CHARGES	1,583,198	1,351,398	1,379,493	28,095	2.1%
F/A EQUIPMENT	141,342	0	34,420	34,420	100.0%
OTHER FINANCING USES	129,043	183,430	117,050	(66,380)	(36.2%)
INTRA-FUND TRANSFERS	(280,302)	(341,097)	(328,751)	12,346	(3.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>20,869,706</b>	<b>24,315,112</b>	<b>26,257,015</b>	<b>1,941,903</b>	<b>8.0%</b>
<b>NET COUNTY COST</b>	<b>671,047</b>	<b>5,487,626</b>	<b>7,634,272</b>	<b>2,146,646</b>	<b>39.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

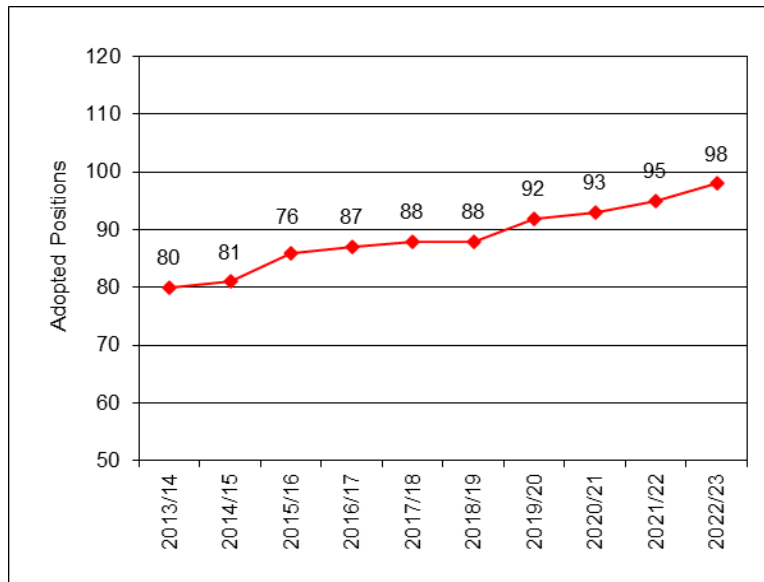
On December 14, 2021, the Board approved 1.0 FTE Energy Coordinator (TBD) position pending Human Resources review and classification study.

On January 21, 2022, added 1.0 FTE Limited-Term Accounting Technician to expire May 14, 2022, to allow for training due to an upcoming retirement.

The FY2022/23 Recommended Budget includes the following organizational and proposed position changes:

- Add 1.0 FTE Senior Stationary Engineer – This position will operate and maintain plant equipment, respond to emergencies, and improve span of control to the CoGeneration Plant and Countywide services, funded by Countywide Administrative revenue.

**STAFFING TREND**



In FY2008/09, staffing allocations for all divisions totaled 103.0 FTE. However, with the 2008-2011 Recession and due to operation funding deficits, staffing allocations were reduced to a low of 76.0 FTE in FY2011/12. As the economy progresses, along with increased responsibilities and demands, including expanded county space, additional grounds to maintain, and increased protocols due to COVID-19, the department is addressing staffing needs to meet regulatory and service requirements.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Increasing supply chain issues (e.g., inability to get parts, gas, microchips, etc.) and inflation creates economic uncertainties. These factors are influencing construction, maintenance and fleet costs and turnaround times. At this time, it is unclear how the budget will be additionally impacted by price increases on fuel and other necessary supplies. Department staff will continue to evaluate the impacts of inflation and will provide necessary revisions when verified.

Increasing regulation from the Federal and State Legislatures related to Greenhouse Gas emissions requires diligence in continuing to address energy usage and alternate sources as we construct or refurbish facilities. Concerns related to Public Safety Power Shutoffs (PSPS) has led to increased concerns regarding resiliency for our campuses providing much needed services to the county population.

Continued high rate of staff retirements has led to gaps in knowledge and service delivery.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**1117 – Fund 001-General Services**  
**Megan M. Greve, Director of General Services**  
**Other General**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1640 REAL ESTATE SERVICES	1,129,655	1,054,735	1,071,806	17,071	1.6%
3100 FLEET MANAGEMENT	5,867,432	5,751,746	7,190,240	1,438,494	25.0%
9000 AIRPORT	2,014,640	2,160,122	2,367,702	207,580	9.6%
9010 AIRPORT SPECIAL PROJECTS	38,149	826,875	54,000	(772,875)	(93.5%)
9050 SPECIAL AVIATION	203,729	220,916	220,915	(1)	(0.0%)
<b>APPROPRIATIONS</b>					
1640 REAL ESTATE SERVICES	912,223	990,747	762,792	(227,955)	(23.0%)
3100 FLEET MANAGEMENT	6,371,501	5,824,503	8,362,749	2,538,246	43.6%
9000 AIRPORT	1,607,790	1,827,602	2,087,007	259,405	14.2%
9010 AIRPORT SPECIAL PROJECTS	113,125	875,000	60,000	(815,000)	(93.1%)
9050 SPECIAL AVIATION	221,025	220,916	220,915	(1)	(0.0%)
<b>NET CHANGE</b>					
1640 REAL ESTATE SERVICES	(217,432)	(63,988)	(309,014)	(245,026)	382.9%
3100 FLEET MANAGEMENT	(504,068)	(72,757)	(1,172,509)	(1,099,752)	1511.5%
9000 AIRPORT	406,851	332,520	280,695	(51,825)	(15.6%)
9010 AIRPORT SPECIAL PROJECTS	(74,977)	(48,125)	(6,000)	42,125	(87.5%)
9050 SPECIAL AVIATION	(17,296)	0	0	0	0.0%

A summary of the budgets administered by the General Services Department is provided on the following pages.

**DEPARTMENTAL PURPOSE**

The Real Estate Services office 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 ACCOMPLISHMENTS**

Challenges:

- Rent collections in FY2021/22 for CEC were unpredictable due to COVID-19 restrictions. CEC rental reservations and collections are anticipated to be greater during FY2022/23 resulting from removal of event and occupancy restrictions.
- Continued demand for light industrial leased space for County operational storage and warehousing in the face of low inventory in the Fairfield market area remains challenging.
- Tenant Improvement Construction costs are increasing significantly affecting Fairfield projects at 431 Executive Court (H&SS) and 709 Beck (Probation).
- Public-benefit site acquisitions, involving multiple stakeholders, requires balancing the organizational landscape with established deadlines.

Accomplishments:

- Located property and completed Lease to transition Probation Youth Services and Programs from Sullivan Middle School to 709 Beck, Fairfield.
- Completed addendums implementing Senate Bill 1383 with the County's Garbage Haulers with no initial price increases throughout the unincorporated County.
- Negotiated and extended Chevron lease at 10 Sage St. in Vallejo for a new subtenant and approval to utilize a portion of the parcel for a PG&E underground gas vault.
- Negotiated a lease extension to include tenant improvements for a conference room, restroom, and lobby at Executive Court in Fairfield.
- Provided support for the Early Learning Center Project located at the Beverly Hills Elementary Schools site in Vallejo.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increase of \$17,071 or 1.6% in revenues and decrease of \$227,955 or 23.0% in appropriations when compared to FY2021/22 Adopted Budget. As a result, the Net County Cost decreased by \$245,026 or 382.9%.

Primary Funding Sources

The primary funding source for Real Estate Services is Revenue from Use of Money/Property which reflects a \$16,459 or 2% increase primarily due to an increase in leases and building rental revenues. Licenses, Permits and Franchise reflects a \$1,050 or 0.7% increase due to anticipated increase in garbage lien processing fees. A net decrease of 438 or 0.8% in Charges for Services is attributable to service charges from the rate reimbursements for real estate management services to capitalizable project budgets.

**1640 – Fund 001-Real Estate Services**  
**Megan M. Greve, Director of General Services**  
**Property Management**

**Summary of Other Administered Budget**

Primary Costs

The Recommended Budget includes a \$227,955 or 23% net decrease in appropriations when compared to the FY2021/22 Adopted Budget due to an increase of \$10,453 or 6.3% in Salaries and Employee Benefits resulting from the negotiated and approved labor contract wage increase, and increase in health benefit insurance, workman’s compensation insurance and CalPERS retirement costs. This increase is offset by decreases of \$86,487 or 23.7% in Services and Supplies primarily due to decreased liability insurance charges and \$153,692 or 35% in Other Charges for Countywide Cost Allocation Plan charges.

Contracts

None.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	152,496	161,200	162,250	1,050	0.7%
REVENUE FROM USE OF MONEY/PROP	919,511	836,814	853,273	16,459	2.0%
INTERGOVERNMENTAL REV FEDERAL	8,372	0	0	0	0.0%
CHARGES FOR SERVICES	49,277	56,721	56,283	(438)	(0.8%)
<b>TOTAL REVENUES</b>	<b>1,129,655</b>	<b>1,054,735</b>	<b>1,071,806</b>	<b>17,071</b>	<b>1.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	150,943	164,911	175,364	10,453	6.3%
SERVICES AND SUPPLIES	287,187	364,534	278,047	(86,487)	(23.7%)
OTHER CHARGES	498,148	438,622	284,930	(153,692)	(35.0%)
OTHER FINANCING USES	1,456	1,573	1,656	83	5.3%
INTRA-FUND TRANSFERS	(25,511)	21,107	22,795	1,688	8.0%
<b>TOTAL APPROPRIATIONS</b>	<b>912,223</b>	<b>990,747</b>	<b>762,792</b>	<b>(227,955)</b>	<b>(23.0%)</b>
<b>NET COUNTY COST</b>	<b>(217,433)</b>	<b>(63,988)</b>	<b>(309,014)</b>	<b>(245,026)</b>	<b>382.9%</b>

<b>STAFFING</b>					
REAL ESTATE	1	1	1	0	0.0%
<b>TOTAL STAFFING</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. The Recommended Budget was prepared in anticipation that the COVID-19 restrictions would be lifted throughout the year allowing for a steady increase in the use of County facilities at the County Events Center and County Administrative Center. At

this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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**DEPARTMENTAL PURPOSE**

Fleet Management provides comprehensive fleet management and transportation services to County departments, the City of Dixon, and three 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 within the General Services Department.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Fleet has 98 hybrid vehicles in service, 21% of the light and medium duty fleet, an increase of 24% when compared to FY2021/22.
- After a successful transition from Diesel No. 2 fuel to renewable diesel, Fleet is reviewing other renewable gasoline options and hopes to continue reducing our carbon footprint.
- There are 76 vehicles on the replacement plan for FY2022/23. In addition, there are four vehicles to be purchased in FY2022/23, which are requested by departments.
- Fleet has evaluated several electric vehicles (EV's) and Plug-In Hybrid Electric Vehicles (PHEV's) and is ready to integrate many of them into our fleet as EV charging stations come on-line.
- Fuel prices have become increasingly volatile and vehicle delivery delays are creating a backlog.

**WORKLOAD INDICATORS**

- Maintains and services 526 County fleet vehicles including 58 vehicles leased to outside agencies.
- Maintains and services over 130 department owned vehicles and heavy equipment including road graders, loaders, and other public works type heavy equipment.
- During calendar year 2021, completed 2,744 work orders comprised of 7,045 mechanic labor hours.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget reflects an increase of \$1,438,494 or 25% in revenues and an increase of \$2,538,246 or 43.6% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Source

The primary funding source is Charges for Services with revenues of \$6,602,240 representing an increase of 1,327,625 or 25.2% when compared to the FY2021/22 Adopted Budget. This revenue is primarily comprised of Transfer-In from various departments requesting for new vehicles, Vehicle Rental Fees, Other Charges for Services, and Fuel and Oil Delivery. Additionally, Fleet Management contracts with four outside agencies to provide fleet management and transportation services for Solano County Community College, Solano County Office of Education, North Bay Schools Insurance Authority and the City of Dixon.

Primary Costs

The Recommended Budget includes \$8,362,749 in appropriations representing a \$2,538,246 or 43.6% net increase due to the following:

- Salaries and Employee Benefits of \$1,451,703 reflect an increase of \$56,948 or 4.1% primarily attributed to negotiated and approved labor contract wage increase, CalPERS retirement costs and changes in health benefit costs offset by decreases in workman's compensation and unemployment insurance rates.
- Services and Supplies of \$2,985,968 reflect an increase \$749,532 or 33.5% due to increases in Purchases for Resale, Maintenance for Equipment and Building, Software Maintenance and Support, Small Tools and Instruments and Liability Insurance.



**Summary of Other Administered Budgets**

**3100 – Fund 034-Fleet Management  
Megan M. Greve, Director of General Services  
Other General**

- Other Charges of \$383,043 reflect an increase of \$30,258 or 8.6% primarily due to increased Countywide Administrative Overhead costs.
- Fixed Assets of \$3,528,500 reflect an increase of \$1,701,053 or 93.1% due to an increase in the number of replacement vehicles and department requests for new vehicles in FY2022/23. Increase is also for purchases including an electric forklift and charger and a toolbox hutch and tire changer.

Contracts

None.

Fixed Assets

The FY2022/23 Recommended Budget includes:

- \$3,428,500 for 80 vehicle purchases.
- \$60,500 for an electric forklift and charger.
- \$39,500 for purchase of a toolbox hutch and tire changer.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	29,798	12,131	4,500	(7,631)	(62.9%)
INTERGOVERNMENTAL REV STATE	0	50,000	0	(50,000)	(100.0%)
INTERGOVERNMENTAL REV FEDERAL	10,686	0	0	0	0.0%
CHARGES FOR SERVICES	5,196,270	5,274,615	6,602,240	1,327,625	25.2%
MISC REVENUE	34,168	105,000	105,000	0	0.0%
OTHER FINANCING SOURCES	596,511	310,000	478,500	168,500	54.4%
<b>TOTAL REVENUES</b>	<b>5,867,432</b>	<b>5,751,746</b>	<b>7,190,240</b>	<b>1,438,494</b>	<b>25.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,166,809	1,394,755	1,451,703	56,948	4.1%
SERVICES AND SUPPLIES	2,209,518	2,236,436	2,985,968	749,532	33.5%
OTHER CHARGES	265,240	352,785	383,043	30,258	8.6%
F/A EQUIPMENT	2,719,116	1,827,447	3,528,500	1,701,053	93.1%
OTHER FINANCING USES	10,819	13,080	13,535	455	3.5%
<b>TOTAL APPROPRIATIONS</b>	<b>6,371,501</b>	<b>5,824,503</b>	<b>8,362,749</b>	<b>2,538,246</b>	<b>43.6%</b>
<b>NET GAIN(LOSS)</b>	<b>(504,068)</b>	<b>(72,757)</b>	<b>(1,172,509)</b>	<b>(1,099,752)</b>	<b>1511.5%</b>

<b>STAFFING</b>					
FLEET	10	10	10	0	0.0%
<b>TOTAL STAFFING</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Fleet continues with the implementation of several modules to the Fleet Management Software, converting the Fleet System to a windows-based platform which will interface with Telematics, and a GPS vehicle system in 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**

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

With state initiatives to reduce petroleum powered vehicle emissions, Fleet will continue to explore ways to adapt our vehicle portfolio to include hybrid, plug-in hybrid, and electric vehicles where appropriate. Furthermore, Fleet is working with Facilities, Capital Projects Management and Solano Transportation Authority to identify opportunities to install charging stations within the current infrastructure and for funding to expand infrastructure and charging stations around the county.

The recommended budget for FY2022/23 was prepared during a time of increasing inflation. At this time, it is unclear if the budget will be additionally impacted by price increases on fuel and other necessary supplies in running the Fleet. Department staff will continue to evaluate the impacts of inflation and will provide necessary revisions when verified.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**DEPARTMENTAL PURPOSE**

The General Services Department is responsible for providing a safe, convenient, well-maintained regional airport for general aviation and business aviation use.

**FUNCTION AND RESPONSIBILITIES**

The Nut Tree Airport is located in Vacaville and serves both businesses and residents of Solano County and the surrounding region by providing a safe and well-maintained airport which includes a runway, taxiways, tie down areas, helicopter parking, County-owned hangars, ground lease space for privately-owned hangars, and office space for airport customers, businesses, and events. The Airport Manager is responsible for planning and implementing airport capital projects funded primarily by federal and state grants in addition to administering day-to-day maintenance and operation of the Airport.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- All office and hangar spaces at the Airport are at full occupancy. The Airport’s waiting list for hangar space has increased considerably over the last 5 years. Waiting list is currently about 1.5 to 2 years long.
- Aviation fuel prices remain volatile. These volatile prices, delivery driver and supply chain shortages, and minimal storage capacity of Airport fuel tanks combine to create challenges for staff to maintain fuel availability for our tenants and airport users.

Accomplishments:

- With the recruitment of an Airport Maintenance Worker in the Fall of 2021 a number of deferred maintenance projects have been completed at the airport, including runway and taxiway light replacements, facility repairs, gate and hangar door maintenance, and clearing airport grounds of weeds and debris.
- The Airport was awarded a \$890,066 Federal Aviation Administration (FAA) grant to fund construction of the Northeast Hangar Apron and Taxi Lane Reconstruction Project, Phase One. The grant was awarded at 100%, with no local match requirement. Construction begins in May 2022 and will take 4-6 weeks to complete.
- The Airport was also awarded a \$32,000 Airport Rescue Grant from the FAA to offset expenses incurred by COVID-19.

**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 approximately 150,000 gallons of fuel sold and involving almost 6,000 customer transactions during FY2021/22. Fuel sales for FY2022/23 are estimated to generate over \$799,000 in Airport operating revenue.
- The Airport manages, rents, and maintains 85 County hangars, 26 corporate and 35 private hangars, 6 office spaces (including pilots lounge), 2 private ground leases and 21 other aircraft storage spaces.
- 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 \$207,580 or 9.6% in revenues and an increase of \$259,406 or 14.2% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

- Property tax revenue in the amount of \$558,178 reflects an increase of \$72,436 or 14.9% when compared to the FY2021/22 Adopted Budget.
- Revenue from Use of Money in the amount of \$892,772 which reflects an increase of \$17,768 or 2% when compared to the FY2021/22 Adopted Budget due to an increase of income from leases, hangar, office and building rentals.

Megan M. Greve, Director of General Services  
Public Ways

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- Charges for Services in the amount of \$867,217 which reflects an increase of \$113,319 or 15% primarily attributable to fuel and oil revenue and tie down fees.
- Miscellaneous Revenues in the amount of \$35,000 which reflects an increase of \$4,000 or 12.9% is a reflection of anticipated fees and other charges.
- Operating Transfers-In in the amount of \$10,000 which reflects no change from FY2021/22, representing transfers from the Special Aviation fund for grant from Caltrans. The grant agreement requires that the receipts and disbursements be accounted for in the Special Aviation Fund.

Primary Costs

- Salaries and Employee Benefits of \$427,410, represent a decrease of \$4,033 or 0.9% due to savings in salaries and wages reflecting vacancy of the Airport Manager which is anticipated to be hired at a lower step with no longevity pay.
- Services and Supplies of \$1,185,281 represent a net increase of \$186,728 or 18.7% due to increases in deferred maintenance and required preventive maintenance for leased equipment and buildings and purchases for resale due to increase in aviation fuel prices.
- Other Charges of \$259,457 represent an increase of \$76,918 or 42.1% primarily due to countywide administrative overhead cost.
- Other Financing Uses of \$214,860 represent a decrease of \$207 or 0.1% primarily due to decrease in Transfer-Out for Pension Obligation Bonds consistent with the decrease in Salaries and Wages in FY2022/23. The budgeted amount also represents Operating Transfer-Out to the 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.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

**Summary of Other Administered Budgets**

**9000 – Fund 047-Airport**  
**Megan M. Greve, Director of General Services**  
**Public Ways**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	510,454	485,742	558,178	72,436	14.9%
REVENUE FROM USE OF MONEY/PROP	846,127	875,004	892,772	17,768	2.0%
INTERGOVERNMENTAL REV STATE	3,554	3,538	3,537	(1)	(0.0%)
INTERGOVERNMENTAL REV FEDERAL	15,659	5	15	10	200.0%
INTERGOVERNMENTAL REV OTHER	6,036	935	983	48	5.1%
CHARGES FOR SERVICES	590,605	753,898	867,217	113,319	15.0%
MISC REVENUE	32,096	31,000	35,000	4,000	12.9%
OTHER FINANCING SOURCES	10,109	10,000	10,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,014,640</b>	<b>2,160,122</b>	<b>2,367,702</b>	<b>207,580</b>	<b>9.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	341,564	431,443	427,410	(4,033)	(0.9%)
SERVICES AND SUPPLIES	816,918	998,553	1,185,281	186,728	18.7%
OTHER CHARGES	252,782	182,539	259,457	76,918	42.1%
OTHER FINANCING USES	196,525	215,067	214,859	(208)	(0.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,607,790</b>	<b>1,827,602</b>	<b>2,087,007</b>	<b>259,405</b>	<b>14.2%</b>
<b>NET GAIN(LOSS)</b>	<b>406,851</b>	<b>332,520</b>	<b>280,695</b>	<b>(51,825)</b>	<b>(15.6%)</b>

<b>STAFFING</b>					
AIRPORT	3	3	3	0	0.0%
<b>TOTAL STAFFING</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Recommended Budget was prepared during a time of increasing inflation. At this time, it is unclear if the budget will be additionally impacted by price increases on fuel and other necessary supplies in running the Airport. Department staff will continue to evaluate the impacts of inflation and will provide necessary revisions when verified.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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**FUNCTION AND RESPONSIBILITIES**

This budget is used for Airport improvement projects at the County Nut Tree Airport of which a percentage is funded through State and Federal Aviation Administration (FAA) grants.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The Airport's FY2022/23 FAA Airport Capital Improvement Program includes a study to assess the status of the Airfield Electrical System and specify equipment that needs to be updated or replaced. The age of the airfield lighting system would suggest that numerous systems will need to be upgraded or replaced in successive FAA grant design and construction projects. With the financial assistance of the FAA through grant funding programs, the Airport plans to complete a \$60,000 Airfield Electrical System Study, which will require a 10% local match of \$6,000 and 90% federal funds of \$54,000. Upgrade and replacement of many of these systems, in successive grant years, would decrease airport maintenance and utility costs.
- FAA grant-funded construction of the Northeast Hangar Apron and Taxi Lane Reconstruction Project, Phase One is scheduled to begin on May 9, 2022, and anticipated to be completed in early June 2022. The reconstruction of this pavement was identified in the Airport Pavement Management Program and is anticipated to extend the associated pavement life an additional 20 years.

**WORKLOAD INDICATORS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget for Airport Special Projects represents a decrease of \$772,875 or 93.5% in revenues and a decrease of \$815,000 or 93.1% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the use of Fund Balance decreases by \$42,125. The Recommended Budget reflects revenue and appropriations for a planned airfield electrical system study.

Primary Funding Sources

The primary funding sources for Airport Special Projects includes a Federal Aviation Administration grant for \$54,000, funding 90% of the airfield electrical system study and a required 10% match funded by the use of Airport Special Projects Fund Balance of \$6,000.

Primary Costs

The primary cost for the Airport Special Projects is for professional services to conduct a study of the airfield electrical system for the Nut Tree Airport.

Contracts

The FY2022/23 Recommended Budget includes a total of \$60,000 in professional services to conduct study of the Nut Tree Airport's airfield electrical system.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

**Summary of Other Administered Budgets**

**9010 – Fund 047-Airport Special Projects**  
**Megan M. Greve, Director of General Services**  
**Public Ways**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	0	39,375	0	(39,375)	(100.0%)
INTERGOVERNMENTAL REV FEDERAL	38,149	787,500	54,000	(733,500)	(93.1%)
<b>TOTAL REVENUES</b>	<b>38,149</b>	<b>826,875</b>	<b>54,000</b>	<b>(772,875)</b>	<b>(93.5%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	1,206	0	60,000	60,000	0.0%
F/A BLDGS AND IMPRMTS	111,920	875,000	0	(875,000)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>113,125</b>	<b>875,000</b>	<b>60,000</b>	<b>(815,000)</b>	<b>(93.1%)</b>
<b>NET GAIN(LOSS)</b>	<b>(74,977)</b>	<b>(48,125)</b>	<b>(6,000)</b>	<b>42,125</b>	<b>(87.5%)</b>

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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**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 FY2022/23 payment is due in September 2022 for a principal payment of \$85,284 and interest of \$66,313.
- 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 FY2022/23 payment is due in May 2023 for a principal payment of \$37,439 and interest of \$21,879.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The annual \$10,000 grant from Caltrans will be applied to airport operations.
- The Airport is in the fourth 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 a decrease of \$1 or 0% in revenues and appropriations when compared to the FY2021/22 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 \$210,915 which reflects a decrease of \$1 or 0%. The decrease results from loan payments due that are funded through hanger rent. The annual payment of the Caltrans loan in FY2022/23 receives funding from Airport Operating Budget. The Transfer-In revenue is from hangar and administrative building lease/space rental payments. Additional funding in this budget includes an annual airport operation grant from Caltrans of \$10,000.

Primary Costs

The Special Aviation Project budget includes the annual payment of the Caltrans loan and an Operating Transfer-Out of the Caltrans grant funds to the Airport operating budget to fund Airport operations.

Contracts

None.

Fixed Assets

None.

**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).



**Summary of Other Administered Budgets**

**9050 – Fund 310-Special Aviation**  
**Megan M. Greve, Director of General Services**  
**Public Ways**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	149	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	10,000	10,000	10,000	0	0.0%
OTHER FINANCING SOURCES	<u>193,580</u>	<u>210,916</u>	<u>210,915</u>	<u>(1)</u>	<u>(0.0%)</u>
<b>TOTAL REVENUES</b>	<b>203,729</b>	<b>220,916</b>	<b>220,915</b>	<b>(1)</b>	<b>(0.0%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	210,916	210,916	210,915	(1)	(0.0%)
OTHER FINANCING USES	<u>10,109</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL APPROPRIATIONS</b>	<b>221,025</b>	<b>220,916</b>	<b>220,915</b>	<b>(1)</b>	<b>(0.0%)</b>
<b>NET GAIN(LOSS)</b>	<b>(17,296)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

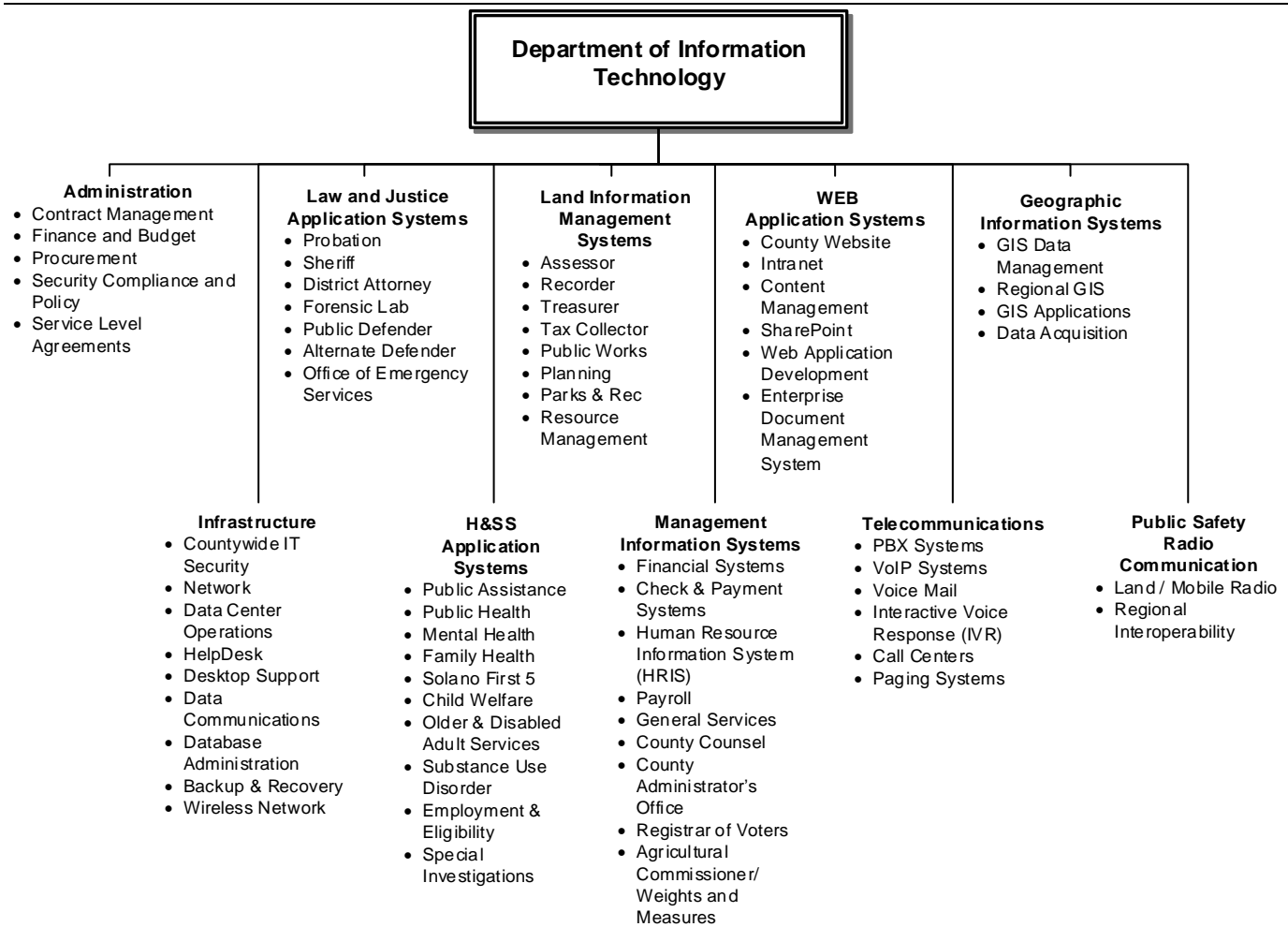
**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

Timothy P. Flanagan, Chief Information Officer  
Other General



**DEPARTMENTAL PURPOSE**

The mission of the Department of Information Technology (DoIT) is to make Solano County departments better at what they do through the use of technology. DoIT develops, implements, and supports a wide variety of IT 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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	31,724,316
FY2022/23 Recommended:	34,561,133
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	74

**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.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Over the past two years the COVID-19 pandemic took center stage and DoIT pivoted to crisis management, rapidly standing up teleworking capabilities, and enabling broad adoption of online collaboration tools to allow much of the business of Solano

County to continue remotely. As the County approaches a post pandemic role, DoIT, with the support of its business partners in departments throughout the County, continues to make significant progress in improving the technology tools and capabilities available to County users, and in the automation of business processes. The department continues to look for ways to facilitate a flexible and resilient work environment through technology.

Challenges:

- DoIT continues to maintain a high vacancy rate of around 25% and has been working closely with Human Resources to find new ways to recruit and retain talent. This means that currently DoIT is focusing on its ability to maintain operations and may cause delays in other projects outside of this scope. To meet the needs of the department, we are contracting with consulting firms, for short term assistance, to assist with operations and various projects.

Accomplishments:

Information Technology Service Management:

- Implemented the GovQA, a Public Records & Subpoena Request Management platform designed to centralize and monitor all Public Records Act (PRA) requests and subpoena activities while improving the efficiency and timeliness of processing public requests.
- Migrated the Accela Civic Platform, a Service Request Management cloud-based solution used to centralize Land Management and Environmental Health activity and services (e.g., permitting, licensing, code enforcement, etc.).
- Implemented the Emergency Rental Assistance Program (ERAP) software platform, used to track and deliver ERAP funds to Solano renters and landlords to offset costs of rent and utilities.

Business Automation:

- Implemented the Statewide Electronic Courier Universal Recording Environment (SECURE) multi-county Electronic Recording Delivery System (ERDS), which centralizes and streamlines the County Recorder's official document recording and transfers.
- Implemented phase two of the Integrated Data System (IDS), which serves as a Case Management System designed to facilitate whole person care service provisioning across various Health & Social Services agencies.
- Automated a document management process for scanning of Human Resources personnel documentation.
- Automated a document management process for uploading, indexing, storing, and searching Business Property Statements received from California State Standard Data Records (SDR) Program.
- Deployed eSignatures to Agriculture pesticide permitting processes.
- Upgraded Camava application, used for managing the County's Parks & Recreation reservations, payments, and services.

Information Security:

- Deployed Anti-Threat Protection software to all County computer devices and servers.
- Migrated to new Bluecoat Reverse Proxy subnetwork to protect internal users and data from threats to the network perimeter between the County's local network and the Internet.
- Upgraded all Windows 10 machines to build 1909. Upgrading the build reduce security risk to the machines.
- Implemented Azure Multi Factor Authentication for Microsoft Office 365.
- Implemented Cisco Rogue Wireless Access Point Detection System.
- Upgraded vulnerable Cisco routers connecting Vacaville and Vallejo PDs to the County network.
- Upgraded McAfee Security Information and Event Management (SIEM) to the latest version.
- Conducted ransomware incident response tabletop exercises.
- Completed Penetration Testing for the external perimeter, wireless infrastructure, and internal network.

Timothy P. Flanagan, Chief Information Officer  
Other General

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- Completed HIPAA risk assessment.
- Updated expired digital certificates running on various applications.
- Deployed “PatchMyPC” software tool to patch third-party software such as Adobe products, 3<sup>rd</sup> party web browsers, and software utilities.

Network Improvements:

- Upgrade core switches at CAC 675 Texas, 275 Beck, and Vallejo Data Centers.
- Designed and commissioned new call center for Employment & Eligibility staff at 1119 E Monte Vista.
- Created new Library phone tree and system phones were moved to Solano VoIP Infrastructure.
- Refreshed and upgraded infrastructure switches at IDF 2A and Law & Justice Dispatch.
- Upgraded routers at Benicia and Vacaville.
- Refreshed network equipment and migrated the facility off an old legacy network at Claybank Transportation Building and Alternate Emergency Operation Center. Equipment is on the Claybank upgraded network that allows for segmented Virtual Local Area Networks(VLAN), Voice over IP, and wireless as well as gigabit connections to the desktop.
- Justice Center Sally Port Intermediate Data Frame (IDF) Refresh – Rebuilt and replaced equipment at Justice Center. The new network provided additional Power over Ethernet needed to drive the County Wireless Access Points. Provides Gigabit to the desktop and expands the available switchports needed to support an ongoing AXON Body Camera Solution for the Sheriff Department.
- Installed 18 new Power Distribution Units (PDU) onto the data center racks at the Justice Center Data Center. Migrated all network equipment onto new PDU's. Removed old PDU's that connected to an old Uninterrupted Power Supply (UPS). The data center received a new UPS Backup System. These efforts of adding new PDU's and rewiring electrical connections allowed the County to roll off the old UPS system and onto the new backup system.
- The Sheriff department purchased over 250 body cameras and taser docking stations. The AXON Body Camera and Taser Docking Station project upgrades their current system to a “Cloud Base System” while upgrading their docks to Version 3.

Management Information Systems:

- Implemented Mental Health Transitions in Care (MH TIC) functionality on the Dynamics Integrated Data System (IDS) to streamline and enhance the process for referring, authorizing, and managing housing placements for clients with Mental Health needs.
- Implemented Mesa Labs ViewPoint Temperature Monitoring System for more efficient and accurate method of monitoring the storage devices for Public Health Lab specimens.
- Implemented Avatar Orders Console for more efficient method of managing and ordering prescriptions for Behavioral Health Services.
- Facilitated deployment of Advanced Threat Protection (ATP) for all Health & Social Services (HSS) computers to strengthen County security and reduce risk.
- Accepted CalSAWS ancillary systems migration testing, documented migration readiness, redesigned business process, security and technical requirements review.
- Upgraded major NextGen system, completed preparation of migrating to cloud services.
- Developed automated process to publish Child Welfare Services (CWS) Reports from Crystal Reports Server to SharePoint site.

**Geographic Information Systems (GIS):**

- Supported the recent redistricting effort for the Board of Supervisor districts.
- Deployed GIS Portal environment to Azure Cloud with managed services from Axim Geospatial.
- Contracted new six-year aerial and oblique imagery, LIDAR elevation data, and planimetric GIS data contract/agency agreements with Sanborn Mapping Company and Regional GIS (REGIS) partners.
- Contracted with KCI Technologies to support migration of web applications to Azure Cloud:
  - Completed migration and upgrades of Public Works Road Operations web GIS applications.
  - Developed web and field data collection application for Glassy-Winged Sharpshooter bug for Agriculture.
  - Migrated Resource Management primary web application.
  - Developed field data application for Cordelia Fire District to support wildfire suppression inspections.
- Contracted with Geographic Technologies Group (GTG) to provide dedicated operational staff to support parcel and streets/address point data improvements and ongoing maintenance.
- Developed a dedicated cloud application called SafeCity to support Office of Emergency Services (OES) during declared County emergencies with GTG support.
- Worked with Local Agency Formation Commission (LAFCo) to perform data improvements on city boundaries and other layers.
- Deployed a new program to automate the process of validating Registrar of Voters (ROV) registered voters to insure they are recorded in the correct precinct with support from Avineon.

**WORKLOAD INDICATORS**

- During the period of March 1, 2021, to February 28, 2022, there were a total of 29,930 work orders and trouble tickets received by the Helpdesk.
- A total of 496 servers were hosted on 85 physical servers, and over 1 petabyte of data were maintained in operation and exceeded the 99.9% system availability service level threshold.
- Over 4,869 computers, 4,216 telephones, 161 tablets, and 744 printers are supported across the Counties' wide-area network locations with 1,957 mobile devices connected to 237 cloud applications.
- DoIT supports 19 departments across the County and LAFCo.

Timothy P. Flanagan, Chief Information Officer  
Other General

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
DOIT-ADMINISTRATION	1,569,817	1,722,987	1,870,108	147,121	8.5%
INFRASTRUCTURE	12,419,495	15,640,534	16,556,873	916,339	5.9%
LAW & JUSTICE APPLICATION SYSTEMS	1,807,266	1,824,869	2,011,825	186,956	10.2%
H&SS APPLICATION SYSTEMS	2,719,735	3,893,551	4,311,791	418,240	10.7%
MANAGEMENT INFORMATION SYSTEMS	1,315,952	2,015,177	1,576,281	(438,896)	(21.8%)
LAND INFORMATION MANAGEMENT SYSTEMS	2,025,477	1,468,363	1,506,531	38,168	2.6%
WEB APPLICATION SYSTEMS	660,458	942,019	1,015,552	73,533	7.8%
GEOGRAPHIC INFORMATION SYSTEMS	1,554,649	2,009,923	2,151,402	141,479	7.0%
TELECOMMUNICATIONS	1,740,012	1,823,815	1,802,672	(21,143)	(1.2%)
PUBLIC SAFETY RADIO COMMUNICATION	480,932	510,416	955,971	445,555	87.3%
<b>TOTAL REVENUES</b>	<b>26,293,793</b>	<b>31,851,654</b>	<b>33,759,006</b>	<b>1,907,352</b>	<b>6.0%</b>
<b>APPROPRIATIONS</b>					
DOIT-ADMINISTRATION	1,689,899	1,722,988	1,870,108	147,120	8.5%
INFRASTRUCTURE	12,382,060	16,369,374	17,371,200	1,001,826	6.1%
LAW & JUSTICE APPLICATION SYSTEMS	1,807,180	1,824,869	2,011,825	186,956	10.2%
H&SS APPLICATION SYSTEMS	2,719,735	3,893,551	4,311,791	418,240	10.7%
MANAGEMENT INFORMATION SYSTEMS	1,564,314	2,015,177	1,576,281	(438,896)	(21.8%)
LAND INFORMATION MANAGEMENT SYSTEMS	2,030,806	1,468,363	1,506,531	38,168	2.6%
WEB APPLICATION SYSTEMS	676,142	942,019	1,015,552	73,533	7.8%
GEOGRAPHIC INFORMATION SYSTEMS	1,410,536	2,009,923	2,151,402	141,479	7.0%
TELECOMMUNICATIONS	1,654,689	1,823,815	1,802,672	(21,143)	(1.2%)
PUBLIC SAFETY RADIO COMMUNICATION	802,010	551,215	943,771	392,556	71.2%
<b>TOTAL APPROPRIATIONS</b>	<b>26,737,371</b>	<b>32,621,294</b>	<b>34,561,133</b>	<b>1,939,839</b>	<b>5.9%</b>
<b>NET COUNTY COST</b>					
DOIT-ADMINISTRATION	(120,082)	(1)	0	1	(100.0%)
INFRASTRUCTURE	37,436	(728,840)	(814,327)	(85,487)	11.7%
LAW & JUSTICE APPLICATION SYSTEMS	86	0	0	0	0.0%
MANAGEMENT INFORMATION SYSTEMS	(248,362)	0	0	0	0.0%
LAND INFORMATION MANAGEMENT SYSTEMS	(5,328)	0	0	0	0.0%
WEB APPLICATION SYSTEMS	(15,684)	0	0	0	0.0%
GEOGRAPHIC INFORMATION SYSTEMS	144,113	0	0	0	0.0%
TELECOMMUNICATIONS	85,323	0	0	0	0.0%
PUBLIC SAFETY RADIO COMMUNICATION	(321,078)	(40,799)	12,200	52,999	(129.9%)
<b>NET COUNTY COST</b>	<b>(443,576)</b>	<b>(769,640)</b>	<b>(802,127)</b>	<b>(32,487)</b>	<b>4.2%</b>
<b>STAFFING</b>					
DOIT-ADMINISTRATION	8	8	9	1	12.5%
INFRASTRUCTURE	12	13	13	0	0.0%
LAW & JUSTICE APPLICATION SYSTEMS	9	9	10	1	11.1%
H&SS APPLICATION SYSTEMS	17	16	16	0	0.0%
MANAGEMENT INFORMATION SYSTEMS	5	6	5	(1)	(16.7%)
LAND INFORMATION MANAGEMENT SYSTEMS	12	8	8	0	0.0%
WEB APPLICATION SYSTEMS	4	3	4	1	33.3%
GEOGRAPHIC INFORMATION SYSTEMS	1	3	5	2	66.7%
TELECOMMUNICATIONS	2	0	0	0	0.0%
PUBLIC SAFETY RADIO COMMUNICATION	2	2	4	2	100.0%
<b>TOTAL STAFFING</b>	<b>72</b>	<b>68</b>	<b>74</b>	<b>6</b>	<b>8.8%</b>

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**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$1,907,352 or 6.0% in revenues and \$1,939,839 or 5.9% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The Department is an Internal Service Fund and as such its 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 \$17,371,000 which consists of \$5,999,000 in contract staffing (Avenu), \$3,417,000 for County staff, \$327,000 in cost allocations for Administrative Overhead, Building Use, and Insurances, with \$7,628,000 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 \$14,443,000 which consists of \$9,759,000 for staffing, \$685,000 in Contractor (Avenu) cost, \$1,147,000 in County cost allocations for Administrative Overhead, Building Use, Insurances and other charges, and \$2,852,000 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 \$2,746,000 which consists of \$667,000 in staffing, \$101,000 in County Administrative Overhead, Building Use, and Insurances, \$1,235,000 as pass-through telephone usage, voicemail and other charges, and \$743,000 for hardware, software and vendor services.

Contracts

The FY2022/23 Recommended Budget includes a total of \$14,772,000 or 42.74% in contracted services which includes the following significant contracts:

- \$6,964,000 for Avenu staffing.
- \$1,550,000 for Microsoft Office 365.
- \$678,000 for GIS Consulting Services.
- \$415,000 for ConvergeOne Cisco VoIP Annual Maintenance.

**Timothy P. Flanagan, Chief Information Officer  
Other General**

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- \$400,000 for SolanoCounty.com Update.
- \$280,000 for Communications Contracted Services.
- \$256,000 for ServiceNow Consulting.
- \$251,000 for Security Tools.
- \$246,000 for Arial Imagery for Geographical Information Systems.
- \$220,000 for Cisco SmartNet.
- \$220,000 for PeopleSoft Maintenance.
- \$190,000 for Microsoft Azure Roadmap and Cloud Infrastructure.
- \$181,000 for Microsoft Premier Services.
- \$166,000 for Cisco Umbrella, StealthWatch, and IronPort.
- \$165,000 for ServiceNow Subscription.
- \$165,000 for One Solution Annual Maintenance.
- \$155,000 for Veritas NetBackup and Maintenance.
- \$140,000 for Software Monitoring Tool.
- \$111,000 for GIS Software Maintenance.
- \$110,000 for Active Directory Account Security Software.
- \$105,000 for Gartner Subscription Based Research.
- \$100,000 for Proofpoint Cloud Mail Security and Threat Response.
- \$98,000 for IBM Systems Maintenance.
- \$80,000 for Security Incident Response Remediation and Awareness.
- \$80,000 for Microsoft Sentinel Software Subscription.
- \$75,000 for Security Professional Services Consulting.
- \$67,000 for Tenable Software Maintenance.
- \$60,000 for Solar Winds Software Maintenance.
- \$60,000 for Microsoft SQL 2019 License.
- \$55,000 for McAfee Annual Maintenance.
- \$55,000 for Documentum Professional Services.
- \$55,000 for Documentum Annual Maintenance.
- \$50,000 for AMXW License and Software Maintenance.
- \$47,000 for Palo Alto Appliances.
- \$47,000 for PrinterLogic Software Subscription.
- \$45,000 for VM Ware ESX-Per-Processor Annual Maintenance.
- \$40,000 for Gov Delivery Communications Cloud.
- \$40,000 for Hosted Cloudflare Services.
- \$40,000 for CORE Renaissance Maintenance.



- \$40,000 for SHI International Software.
- \$40,000 for Database Monitoring Tool.
- \$40,000 for DiverseComputing X2 Software Maintenance.

Fixed Assets

The FY2022/23 Recommended Budget includes the following fixed assets:

- \$500,000 for data center infrastructure refresh.
- \$479,000 for Cisco infrastructure refresh, spare switches and routers for break/fix, server replacement/maintenance.
- \$460,000 for Storage Appliance and Hyperflex data center storage and Network Attached Storage (NAS).
- \$400,000 for Solano County Website re-platform.
- \$41,000 for Public Safety Radio System infrastructure equipment.
- \$30,000 for WAN Routers for Solano County ASE Circuits.

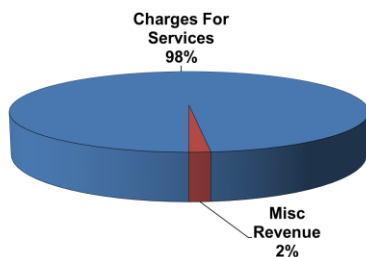
**DEPARTMENT COMMENTS**

The Recommended Budget for the Department of Information Technologies (DoIT) outlines six priorities. These priorities focus on establishing fundamentals that enable operational efficiencies and achieve greater return for County funds. The departmental budget request seeks to address:

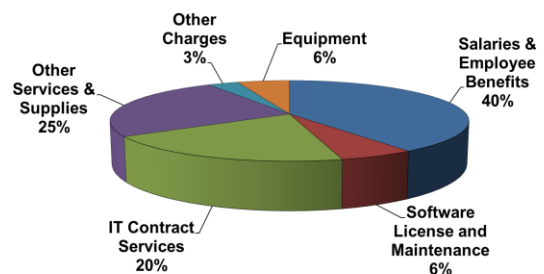
- Teleworking capabilities and a focus on a mobile workforce.
- Systems & Data Security to protect our investments.
- Technology standardization to improve efficiency.
- Disaster Recovery and Business Continuity.
- Automation of predictable tasks to create capacity for creative and strategic work by departmental staff.
- 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, updated county website, 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**



Timothy P. Flanagan, Chief Information Officer  
Other General

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	74,804	97,970	50,000	(47,970)	(49.0%)
INTERGOVERNMENTAL REV FEDERAL	199,023	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	148,880	156,311	148,881	(7,430)	(4.8%)
CHARGES FOR SERVICES	25,847,875	30,950,351	33,007,946	2,057,595	6.6%
MISC REVENUE	23,212	647,022	552,179	(94,843)	(14.7%)
<b>TOTAL REVENUES</b>	<b>26,293,794</b>	<b>31,851,654</b>	<b>33,759,006</b>	<b>1,907,352</b>	<b>6.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	10,542,995	12,584,076	13,843,122	1,259,046	10.0%
SERVICES AND SUPPLIES	14,299,875	17,918,006	17,608,642	(309,364)	(1.7%)
OTHER CHARGES	1,108,276	1,281,835	1,107,211	(174,624)	(13.6%)
F/A EQUIPMENT	707,144	1,137,800	1,510,127	372,327	32.7%
F/A - INTANGIBLES	0	400,000	400,000	0	0.0%
OTHER FINANCING USES	105,450	129,022	140,031	11,009	8.5%
INTRA-FUND TRANSFERS	(26,370)	(829,445)	(48,000)	781,445	(94.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>26,737,371</b>	<b>32,621,294</b>	<b>34,561,133</b>	<b>1,939,839</b>	<b>5.9%</b>
<b>NET GAIN(LOSS)</b>	<b>(443,577)</b>	<b>(769,640)</b>	<b>(802,127)</b>	<b>(32,487)</b>	<b>4.2%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocation since the adoption of the FY2021/22 Budget are provided below:

In August 2021, the Board approved:

- Added 1.0 FTE Information Technology Analyst Principal to the Communications Radio team to manage the radio system infrastructure.

In November 2021, the Board approved:

- Added 2.0 FTE Information Technology Analyst IV's to the Geographic Information System (GIS) team in-sourced from the Avenu contract to dedicate to the engineering and analysis activities to improve the service for Solano County and regional partners and help grow advanced GIS capabilities in the future.

In March 2022, the Board approved:

- Added 1.0 FTE Communications Technician II to the Radio team.

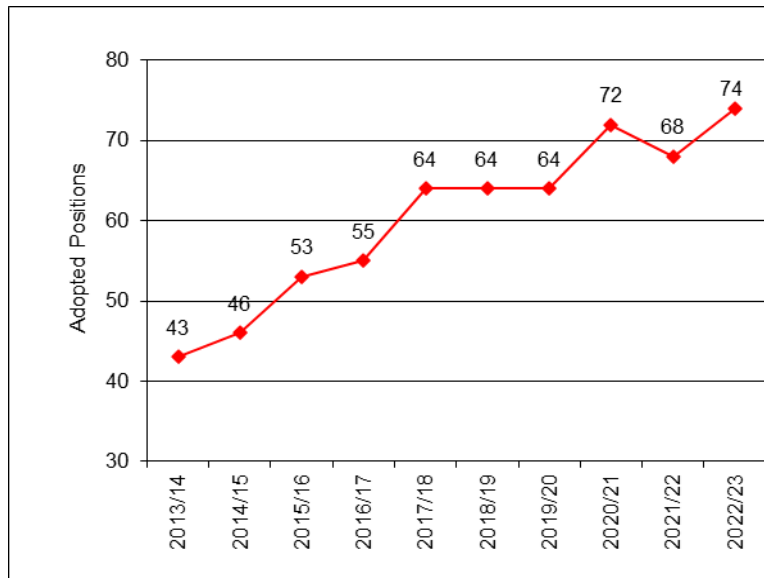
In April 2022, the Board approved:

- Added 1.0 FTE Information Technology Analyst IV to the Law and Justice team.

The FY2022/23 Recommended Budget includes the following position allocation changes:

- Add 1.0 Office Assistant II to support DoIT Administration.

**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 5 through Phase 11 are expected to complete by June 30, 2022. Phases 12 – 13 are estimated to complete by August 2022.

The Department of Information Technology is evaluating options to modernize the Solano County public facing website. This project was expected to begin in FY2021/22 but has been delayed due to staff shortages, it has been rebudgeted for FY2022/23.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1878 SCIPS REPLACEMENT PROJECT	0	5,887,817	2,133,919	(3,753,898)	(63.8%)
<b>APPROPRIATIONS</b>					
1878 SCIPS REPLACEMENT PROJECT	2,354,576	5,887,817	2,133,919	(3,753,898)	(63.8%)
<b>NET CHANGE</b>					
1878 SCIPS REPLACEMENT PROJECT	(2,354,576)	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 19 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 fourteen phases of work as outlined below:

<u>Phase</u>	<u>Completion Date</u>	<u>Description</u>
Phase 0	Complete	Pre-Project Startup-Database Cleanup, Validation, and Migration to staging environment
Phase 1	Complete	Project team Start Up
Phase 2	Complete	Base Software Installation
Phase 3	Complete	Initial Data Conversion
Phase 4	Complete	Business Process Analysis and Mapping
Phase 5	Complete	System/Client Configuration
Phase 6	Complete	Full Conversion mapping, extraction, and migration
Phase 7	Complete	User Acceptance Testing (UAT) Configuration
Phase 8	May 2022	User Acceptance Testing Conversion
Phase 9	May 2022	Implementation Services-Engineering/Programming (reports, interfaces, documentation)
Phase 10	June 2022	Final User Acceptance Testing
Phase 11	June 2022	Client Training
Phase 12	July 2022	Go-Live
Phase 13	July 2022	Final Acceptance

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 Through FY2020/21:	\$2,885,314
Mid-Year Projection FY2021/22:	\$3,002,930
<u>Recommended Budget FY2022/23:</u>	<u>\$2,133,919</u>
Balance Remaining:	\$1,977,837

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Accomplishments:

- Phases: Phase 0-6 are completed while phases 7 to 13 are expected to be completed by July 31, 2022.
- Completed 178 out of 260 workshops, or 68%. The workshops are expected to continue until July 2022.
- Completed 1,193 “new feature” demonstrations, or 69%. New system features are demonstrated at each workshop and are expected through July 2022.
- Delivered various stages of data conversion from SCIPS data mapping to the Aumentum database. This allows the new system to perform its functions on the SCIPS data such as reports, various screens, and menu items.
- Performed user survey worksheets to track Solano County users’ sentiment on how the project was progressing and ensured project is on track.
- Completed Payments / JPMC / Aumentum Kick Off February 16, 2022.
- Performed training and assisted with Conversion Testing on current data with Aumentum Technologies onsite.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an decrease of \$3,753,898 or 63.8% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. These funds will be utilized by the Department to continue work on Phases 12 and 13 towards implementation of the new property tax system.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
OTHER FINANCING SOURCES	0	5,887,817	2,133,919	(3,753,898)	(63.8%)
<b>TOTAL REVENUES</b>	<b>0</b>	<b>5,887,817</b>	<b>2,133,919</b>	<b>(3,753,898)</b>	<b>(63.8%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	305,805	1,531,442	1,178,820	(352,622)	(23.0%)
OTHER CHARGES	80,419	2,021,090	479,827	(1,541,263)	(76.3%)
F/A - INTANGIBLES	1,941,982	1,505,840	427,272	(1,078,568)	(71.6%)
INTRA-FUND TRANSFERS	26,370	829,445	48,000	(781,445)	(94.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,354,576</b>	<b>5,887,817</b>	<b>2,133,919</b>	<b>(3,753,898)</b>	<b>(63.8%)</b>
<b>NET CHANGE</b>	<b>(2,354,576)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget unit.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

There are no known policy considerations or pending issues that require Board of Supervisors direction at this time.

**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:**

FY2021/22 Midyear Projection:	108,512,403
FY2022/23 Recommended:	18,338,117
County General Fund Contribution:	8,081,917
Percent County General Fund Supported:	44.1%
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 FY2021/22, projects and studies completed or anticipated to be completed by June 30, 2022, include:

- 1666 - Law & Justice Tower 900 Fairgrounds Drive, Vallejo
- 1675 - Juvenile Detention Facility (JDF) Shower Modifications Bldg. C 740 Beck Avenue, Fairfield
- 1683 - UPS Replacement H&SS HQ 275 Beck Avenue, Fairfield
- 1684 - Countywide Card Access System Update Countywide
- 1688 - Sheriff's Office Forensic Laboratory Facility Study 530 Union Avenue, Fairfield
- 1773 - Animal Care Services Expansion Project (Final Phase) 2510 Claybank Road, Fairfield
- 1775 - Justice Center Detention Facility (JCDF) - Intake Study Initial Phase 500 Union Avenue, Fairfield
- 1782 - Vallejo Court Facility Operations Study 321 Tuolumne Street, Vallejo
- 1797 - JDF Campus Site & Facility Assessment 740 Beck Avenue, Fairfield
- 1972 - JDF Training Room Modification, Bldg. B 740 Beck Avenue, Fairfield
- 1973 - County Administration Center (CAC) Space Utilization Study (Phase 1) 675 Texas Street, Fairfield
- 1975 - CAC Public Fountain Improvements 675 Texas Street, Fairfield
- 1982 - General Service Dept – Suite 2500 Reconfiguration 675 Texas Street, Fairfield

**WORKLOAD INDICATORS**

Previously approved and funded projects to be carried into FY2022/23:

- 1663 - Solano Avenue Parking 1500 Solano Avenue, Vallejo
- 1664 - Security Camera Replacement Main Jail (JCDF) Phase 3 500 Union Avenue, Fairfield
- 1668 - CAC Public Area Re-Carpeting, First and Second Floor Levels 675 Texas Street, Fairfield
- 1669 - Solano Comprehensive Energy Project Countywide
- 1674 - Stanton Facility Roof and Wall Moisture Evaluation 2450 Claybank Road, Fairfield

## 1700 – Fund 006-Accumulated Cap. Outlay (ACO)

Megan M. Greve, Director of General Services  
Plant Acquisition

## Functional Area Summary

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• 1675 - Juvenile Detention Facility Shower Renovation	740 Beck Avenue, Fairfield
• 1677 - Juvenile Detention Facility Interior Repainting	740 Beck Avenue, Fairfield
• 1680 - JCDF Elevator Cab Upgrades	500 Union Avenue, Fairfield
• 1681 - Claybank Detention Shower Replacements	2500 Claybank Road, Fairfield
• 1685 - Claybank Detention AHU Replacement and Duct Repair	2500 Claybank Road, Fairfield
• 1690 - Stanton Correctional Facility Acoustical Study	2450 Claybank Road, Fairfield
• 1691 - Stanton Visitor Control Station Ballistic Upgrade	2450 Claybank Road, Fairfield
• 1694 - Claybank Housing Waterline Valve Replacements	2500 Claybank Road, Fairfield
• 1699 - Law and Justice East Elevator Upgrades	530 Union Avenue, Fairfield
• 1705 - H&SS Headquarters Security Upgrades	275 Beck Avenue, Fairfield
• 1709 - 701 Texas Street Building HazMat Remediation	701 Texas Street, Fairfield
• 1722 - CAC-CEC Security Camera Updates	County Fairfield Campus
• 1729 - Fleet Heavy Equipment Roofing Replacement	3255 North Texas Street, Fairfield
• 1740 - Claybank Security Fencing (Campus-wide)	2500 Claybank Road, Fairfield
• 1741 - H&SS HQ Roof Re-Coating (Additional scope for BU 1669)	275 Beck Avenue, Fairfield
• 1749 - Juvenile Detention Security System Upgrades	740 Beck Avenue, Fairfield
• 1775 - Downtown Jail (JCDF) Intake Study Design Phase	500 Union Avenue, Fairfield
• 1788 - Justice Campus Site and Facility Utilization Assessment	Fairfield Justice Campus
• 1791 - Justice Campus Asset Protection	550/600 Union Avenue, Fairfield
• 1792 - Solano Justice Center HVAC Controls/Equipment Replacement (Additional scope for BU 1669)	321 Tuolumne Street, Vallejo
• 1796 - CAC/CEC Audio Visual Upgrade	601/675 Texas Street, Fairfield
• 1783/1974 - Solano Residential Mental Health/Room & Board Facility	2201 Courage Drive, Fairfield
• 1798 - H&SS Public Reception Updates	275 Beck Ave, Fairfield 365 Tuolumne St, Vallejo
• 1799 - JCDF Consolidated Plumbing Upgrades	500 Union Avenue, Fairfield
• 1971 - County Regional Health Services Facility Study	1119 E Monte Vista, Vacaville
• 1973 - CAC Space Utilization Study and Construction	675 Texas Street, Fairfield
• 1974 - Solano Adult Board & Care Facility	South Watney Way, Fairfield
• 1976 - Family Justice Center Re-roofing	604 Empire Street, Fairfield
• 1978 - CAC Back-up Power Generation (Additional scope for BU 1669)	675 Texas Street, Fairfield
• 1979 - CAC Parking Structure Security	675 Texas Street, Fairfield



**Functional Area Summary**

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

**Megan M. Greve, Director of General Services  
Plant Acquisition**

- 1980 - New H&SS Services Clinics & Facility – Study and Design Solano Business Park
- 1981 - Downtown Justice Campus Security & Parking Lot 500 block, Clay Street, Fairfield
- 6311 - Library Administration Work Area Reconfiguration 1150 Kentucky Street, Fairfield
- 6311 - Library Literacy Program Space Conversion 1150 Kentucky Street, Fairfield
- 6311 - Library-wide Card Access System Update All library locations
- 6507 - DA Forensics Lab Services Expansion 2201 Courage Drive, Fairfield

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CAPITAL PROJECTS	22,338,819	31,056,463	16,621,078	(14,435,385)	(46.5%)
<b>TOTAL REVENUES</b>	<b>22,338,819</b>	<b>31,056,463</b>	<b>16,621,078</b>	<b>(14,435,385)</b>	<b>(46.5%)</b>
<b>APPROPRIATIONS</b>					
CAPITAL PROJECTS	12,658,549	28,589,422	18,338,117	(10,251,305)	(35.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>12,658,549</b>	<b>28,589,422</b>	<b>18,338,117</b>	<b>(10,251,305)</b>	<b>(35.9%)</b>
<b>NET CHANGE</b>					
CAPITAL PROJECTS	(9,680,270)	(2,467,041)	1,717,039	4,184,080	(169.6%)
<b>NET CHANGE</b>	<b>(9,680,270)</b>	<b>(2,467,041)</b>	<b>1,717,039</b>	<b>4,184,080</b>	<b>(169.6%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$14,435,385 or 46.5% in revenues and a decrease of \$10,251,305 or 35.9% in appropriations when compared to the FY2021/22 Adopted Budget. This is primarily attributed to new projects recommended for funding.

Each year, any funded projects which are not completed are carried forward or are rebudgeted in the succeeding year, increasing the total appropriation and revenue in the Working Budget.

Primary Funding Sources

The primary funding sources for capital projects are:

- \$3,787,136 from property taxes. The Budget reflects an increase of \$476,021 or 14.4% when compared to FY2021/22 Adopted Budget.
- \$665,320 from Revenue from Use of Money for interest income and building rental from Department of Child Support Services.
- \$3,164,805 from Intergovernmental Revenues primarily for Judicial Council of California’s projected share of the HVAC replacement at 321 Tuolumne in Vallejo.
- \$836,900 from Miscellaneous Revenues for additional Self Generation Incentive Program grant from PG&E related to the Energy Conservation Project.
- \$8,166,917 Other Financing Sources for Transfers-In, \$50,000 from the Criminal Justice Temporary Construction Fund, \$35,000 from the Countywide Service Area Lighting, and an additional \$8,081,917 in Transfers-In – County Contribution from County General Fund to fund several recommended capital projects for FY2022/23.

**Megan M. Greve, Director of General Services  
Plant Acquisition**

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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 and major equipment replacements that add value or extend the useful life of real property assets.

The 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 February 8, 2022.

1701- Other Financing Uses

Appropriations of \$2,158,295 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 \$282 to cover the costs of County Administrative Overhead for the Public Art Budget.
- Countywide Administration Overhead (A-87) expenses of \$198,252 estimated for FY2022/23.
- \$32,000 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 \$261 for estimated CAC building charges.
- \$1,000,000 for professional services and needed improvements that may arise in FY2022/23 due to unforeseen occurrence or condition funded by General Fund.

1664 - JCDF Security System Replacement

- Additional \$1,355,000 funded by General Fund to support JCDF Security System Replacement, Phases 3 & 4.

1669 - Energy Conservation Project

- \$8,607,905 funded by the Judicial Council of California (\$3,100,000), Self-Generation Incentive Program (\$836,900), Transfer-In from County Service Area Lighting District (\$35,000), and ACO Fund Balance (\$4,636,005). The ACO fund balance represents funding from previously funded and approved projects including BU 1792 (\$122,206), BU 1978 (\$870,000) and BU 1741 (\$3,643,799) which are consolidated as an additional scope to the project.

1672- Miscellaneous Projects

- \$100,000 funded by ACO Fund to support contingent emergency project requests during the fiscal year that have not otherwise been previously funded.

1679 - Agriculture Building B Additional Conditioned Work Area

- \$450,000 funded by General Fund to support the Department of Agriculture Building B additional conditioned work area at the Cordelia campus.

1682 - Agriculture Building B Office Reconfiguration

- \$43,000 funded by General Fund to support Department of Agriculture Building B Office Reconfiguration at the Cordelia campus.

1692 - Clay Street Facilities Relocation Study

- \$150,000 funded by General Fund to support Relocation Study for 500-510/512 Clay Street in Fairfield.

1695 – Fleet, Agriculture, UC Co-Op Building Demolition Study

- \$150,000 funded by General Fund to support demolition study for Fleet, Agriculture, UC Co-Op Building at Texas Street in Fairfield.

1696 - Sheriff's Office Holding Cell Hot Water Supply Improvement

- \$210,000 funded by General Fund to support Sheriff's Office holding cell hot water supply at 321 Tuolumne in Vallejo.

1707 - JDF Bldg. 1 Door Locks and Wiring Assessment

- \$50,000 funded by Criminal Justice Temporary Construction Fund to support Juvenile Detention Facility Building's Door Locks and Wiring Assessment.

1708 - Facilities Condition Assessment Report Update

- \$390,000 funded by ACO Fund (\$340,000) and General Fund (\$50,000) to support the Facilities Condition Assessment Report Update.

1728 - Juvenile Detention Facility Building Modification Phase 1 - Design

- \$480,000 funded by General Fund to support Probation Department's Juvenile Detention Facility Building Modification Phase 1 – Design.

1731 - 1328 Virginia Street - Site Study

- \$150,000 funded by General Fund for the site study for 1328 Virginia St in Vallejo.

1798 - H&SS Public Receptions Updates

- Additional \$1,316,000 funded by General Fund to support H&SS public reception updates at Employment & Eligibility Services at William J. Carroll Government Center in Vacaville, and at Women, Infants and Children (WIC) and Children and Adult Mental Health at 2101 Courage Drive in Fairfield.

1973 - CAC Space Utilization Study and Construction

- Additional \$2,727,917 funded by General Fund for County Administration Center improvements.

Contracts

Significant contracts are appropriated in each project recommended for FY2022/23. The Department seeks Board approval during the year prior to awarding the contract.

Fixed Assets

Fixed Assets are appropriated in each project recommended for FY2022/23.

**DEPARTMENT COMMENTS**

None.

Megan M. Greve, Director of General Services  
Plant Acquisition

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	3,464,024	3,311,115	3,787,136	476,021	14.4%
REVENUE FROM USE OF MONEY/PROP	259,832	635,000	665,320	30,320	4.8%
INTERGOVERNMENTAL REV STATE	673,812	6,189,039	3,123,748	(3,065,291)	(49.5%)
INTERGOVERNMENTAL REV FEDERAL	158	135	135	0	0.0%
INTERGOVERNMENTAL REV OTHER	40,922	40,922	40,922	0	0.0%
MISC REVENUE	0	0	836,900	836,900	0.0%
OTHER FINANCING SOURCES	9,179,436	1,238,782	85,000	(1,153,782)	(93.1%)
GENERAL FUND CONTRIBUTION	8,720,634	19,641,470	8,081,917	(11,559,553)	(58.9%)
<b>TOTAL REVENUES</b>	<b>22,338,819</b>	<b>31,056,463</b>	<b>16,621,078</b>	<b>(14,435,385)</b>	<b>(46.5%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	1,004,489	387,000	3,725,472	3,338,472	862.7%
OTHER CHARGES	764,521	394,281	361,587	(32,694)	(8.3%)
F/A LAND	694,769	0	0	0	0.0%
F/A BLDGS AND IMPRMTS	7,502,313	26,035,543	13,350,776	(12,684,767)	(48.7%)
F/A EQUIPMENT	1,707,677	870,000	0	(870,000)	(100.0%)
OTHER FINANCING USES	984,780	902,598	900,282	(2,316)	(0.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>12,658,549</b>	<b>28,589,422</b>	<b>18,338,117</b>	<b>(10,251,305)</b>	<b>(35.9%)</b>
<b>NET CHANGE</b>	<b>(9,680,270)</b>	<b>(2,467,041)</b>	<b>1,717,039</b>	<b>4,184,080</b>	<b>(169.6%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Potential Federal Emergency Management Agency and/or California Office of Emergency Services hazard mitigation grant funding in coming years may offset capital expenditures for certain planned hazard mitigation projects, freeing previously appropriated capital funding for other priority projects. Additionally, agreed-upon cost sharing for improvements to common Court facility areas are expected to result in proportionate offsetting revenue from the Judicial Council of California. Meanwhile, the Governor’s Proposed FY2022/23 Budget includes funding for site acquisition and development requirements for a new Solano County Hall of Justice in Fairfield. Staff is working to identify feasible siting options and implications for justice-related operations.

The budget for FY2022/23 was prepared during a time of increasing inflation, higher fuel costs, supply chain disruption and ongoing labor shortages. It is unclear how these issues will impact budget, construction materials, lead times, and other necessary supplies. Department staff will continue to evaluate these impacts and provide necessary revisions as effects become known.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets 1700 – Fund 006-Accumulated Capital Outlay (ACO)**  
**Megan M. Greve, Director of General Services**  
**Plant Acquisition**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1630 PUBLIC ART	3,800	3,048	532	(2,516)	(82.5%)
1820 FAIRGROUNDS DEVELOPMENT PROJ	50,000	10,200,000	12,237,942	2,037,942	20.0%
1760 PUBLIC FACILITIES FEES	13,175,845	5,580,580	5,783,180	202,600	3.6%
4130 CJ FAC TEMP CONST FUND	295,884	220,484	226,119	5,635	2.6%
4140 CRTHSE TEMP CONST FUND	289,771	215,318	221,239	5,921	2.7%
<b>APPROPRIATIONS</b>					
1630 PUBLIC ART	3,377	2,598	282	(2,316)	(89.1%)
1820 FAIRGROUNDS DEVELOPMENT PROJ	138,162	5,080,421	8,916,610	3,836,189	75.5%
1760 PUBLIC FACILITIES FEES	7,366,506	2,345,254	1,947,470	(397,784)	(17.0%)
4130 CJ FAC TEMP CONST FUND	580,923	451,548	52,680	(398,868)	(88.3%)
4140 CRTHSE TEMP CONST FUND	398,418	285,334	237,302	(48,032)	(16.8%)
<b>NET CHANGE</b>					
1630 PUBLIC ART	(423)	(450)	(250)	200	(44.4%)
1820 FAIRGROUNDS DEVELOPMENT PROJ	88,162	(5,119,579)	(3,321,332)	1,798,247	(35.1%)
1760 PUBLIC FACILITIES FEES	(5,809,339)	(3,235,326)	(3,835,710)	(600,384)	18.6%
4130 CJ FAC TEMP CONST FUND	285,039	231,064	(173,439)	(404,503)	(175.1%)
4140 CRTHSE TEMP CONST FUND	108,647	70,016	16,063	(53,953)	(77.1%)

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 capital construction projects in excess of \$1 million, 1.5% of construction costs, at the time of the initial contract award (excluding maintenance projects), is allocated for public art. In addition, 5% of the 1.5% is to be reserved for maintenance of the public art projects.

Funds appropriated to this budget will be used for: design services of artists; selection, acquisition, purchase, commissioning, installation, examination and/or display of artworks; maintenance of artworks; education concerning the artwork; and administrative costs of the Art Committee in connection with the Art Program.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

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 FY2022/23 because the approved capital projects did not include public art components.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$2,516 or 82.5% in revenues and a decrease of \$2,316 or 89.1% in appropriations when compared to the FY2021/22 Adopted Budget.

There is no funding for new public art projects in FY2022/23. 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).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	359	450	250	(200)	(44.4%)
CHARGES FOR SERVICES	64	0	0	0	0.0%
OTHER FINANCING SOURCES	3,377	2,598	282	(2,316)	(89.1%)
<b>TOTAL REVENUES</b>	<b>3,800</b>	<b>3,048</b>	<b>532</b>	<b>(2,516)</b>	<b>(82.5%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	3,377	2,598	282	(2,316)	(89.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,377</b>	<b>2,598</b>	<b>282</b>	<b>(2,316)</b>	<b>(89.1%)</b>
<b>NET COUNTY COST</b>	<b>(423)</b>	<b>(450)</b>	<b>(250)</b>	<b>200</b>	<b>(44.4%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budgets 1820 – Fund 107-Fairgrounds Development Project**  
**Bill Emlen, County Administrator**  
**Plant Acquisition**

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**FUNCTION AND RESPONSIBILITIES**

This budget unit is designed to cover the costs of the redevelopment of the Solano County Fairgrounds, the “Solano360 Project” or “Project”, that will revitalize and redevelop the 149.1-acre site. It is recommended that this budget unit be used to pay for the initial design permitting process and site preparation 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.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Background:

In FY2008/09, the County entered into a Memorandum of Understanding with the City of Vallejo regarding the redevelopment of the Fairgrounds. The Board initially established an Ad Hoc Fairgrounds Committee and authorized the Auditor-Controller to establish an initial loan of \$2.0 million from the County General Fund for the development of a Vision for the site which became known as the Solano360 Vision.

In FY2009/10, the Board increased the loan for the Project to an amount not to exceed \$4.4 million, and in coordination with the Vallejo City Council, authorized the Project team to proceed with Phase II of the Project. Phase II included the preparation of a Specific Plan for the site with associated studies and reports and the preparation of an environmental document.

The Board approved a Project Budget in February 2010, and in May 2010, authorized the first of several professional service agreements to advance the planning effort.

In FY2010/11, the Project team was modified to bring in a new Project Manager to coordinate the Project consultants, and staff from both the County and the City of Vallejo, to focus on the work required for a Specific Plan, Environmental Impact Report (EIR), Development Agreement and Tentative Map for the Project known as the Solano360 Specific Plan.

The Notice of Preparation (NOP) for the EIR was issued on September 9, 2011, and the comment period on the NOP was extended through October 26, 2011. The Draft Specific Plan, Draft EIR, Draft Public Facilities Financing Plan, and Draft Fiscal Impact Analysis were released for public review on November 9, 2012, and the comment period on the Draft EIR ended on January 10, 2013.

In FY2012/13, the Solano360 Committee, which served as the project oversight and consisted of two Board members, three city council members, and three Solano Fair Board members met periodically to review and take public comment on the consultant work. The Solano360 project was reviewed in 19 public meetings and there have been five presentations before the Vallejo City Council, a joint Vallejo City Council-Planning Commission meeting held on January 7, 2013 to receive public input on the project, and a public workshop on the financial aspects of the project on February 7, 2013. There have been over 40 Fair Board meetings at which the project was discussed. Staff has also been before this Board 14 times on various project-related issues and has maintained a County website on the project.

The Board conducted a public hearing on the draft Specific Plan, associated studies, and draft EIR/EIS documents at a joint session with the Solano County Fair Board on December 11, 2012. The Vallejo City Council held a joint meeting with its Planning Commission on January 7, 2013 to receive feedback on the documents. Based on concerns raised at that meeting, the City of Vallejo facilitated a community workshop on February 7, 2013 to further discuss the fiscal impact of the Project in Vallejo.

On February 26, 2013, the Board certified the Final Environmental Impact Report (FEIR) for the Project and approved the Solano360 Specific Plan and recommended that application be sent to the City of Vallejo for the Development Agreement and Tentative Map. On April 29, 2013, the Vallejo City Planning Commission approved the Tentative Map for the Project and recommended approval of the Specific Plan, Development Agreement, Vallejo General Plan Amendments, and Zoning Amendments to the Vallejo City Council. The Vallejo City Council approved the Solano360 Specific Plan, a tentative map, and the Development Agreement on May 14, 2013.

In FY2013/14, the Project team, after engaging the services of three consultants (MacKay & Soms, ENGEO, and First Carbon Solutions), began the preliminary design of Phase 1A of the Project which included the preparation of the required environmental surveys and wetland delineations, the geotechnical analysis, and the preliminary engineering for the Project.

In FY2014/15, the County received a Conditional Letter of Map Revision from the Federal Emergency Management Agency which is the first milestone in removing the Phase 1 work from a flood plain.

## **1820 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets**

### **Bill Emlen, County Administrator**

### **Plant Acquisition**

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The inaugural Solano360 Implementation Committee, which consists of two Board members and two city council members, was convened pursuant to the Project's Development Agreement. In consultation with the Implementation Committee, a Request for Qualifications for the development of Solano360 was issued on December 23, 2014, and proposals were submitted on March 13, 2015 and presented to the committee. The committee recommendation was forwarded to the Board of Supervisors on April 14, 2015. Staff was directed to proceed with negotiating an Exclusive Right to Negotiate (ERN) Agreement with the selected proposer, Solano Community Development, LLC (SCD). The ERN was executed in May 2015 with an initial term of nine months.

In FY2015/16, staff worked with SCD on development of their proposed land plan for utilization of all or a portion of the 149.1-acre 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 provided progress updates to the City of Vallejo and the Solano360 Implementation Committee as well as pursuing jurisdictional and permitting requirements through the County's engineering and environmental consultants.

In FY2016/17, staff continued discussions with SCD under the ERN for their proposed utilization of the 149.1-acre project site. Staff and its consultants analyzed SCD's proposed land concepts, uses and phasing; proposed financial models; and development of key terms to validate compliance with the Specific Plan and County goals for the Solano360 project. The Board of Supervisors provided two extensions to the ERN with SCD, 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 continued to evaluate its options with regards to the future implementation of the Solano360 Specific Plan which included demolition/clean-up of specific areas of the site, targeted upgrades to existing facilities and potential solicitation of a new developer(s) for the 149.1-acre project site.

In April of 2018, the County solicited and received bids for the demolition of grandstands, horse barns and ancillary structures and awarded the contract for demolition in June 2018.

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.

In FY2019/20, the Board issued the Notice of Completion for the demolition of the grandstands, horse barns and ancillary structures. Improvements for site grading to collect site storm water was performed including installation of associated storm 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 operational impacts as a result of COVID-19, the review process of the four developer submittals continued into FY2020/21.

In FY2020/21, County staff, City of Vallejo staff, and a representative from the Solano Economic Development Corporation reviewed responses to the Request for Proposals for development of the 149.1 acre Fairgrounds site and after evaluation the Solano360 Implementation Committee, comprised of Solano County Board of Supervisors Erin Hannigan and Jim Spering, and Vallejo City Councilmembers Pippen Dew and Hermie Sunga, selected IRG/JLL as the preferred development team for the Solano360 development and recommended that the Board of Supervisors enter into an Exclusive Right to Negotiate (ERN) Agreement with IRG/JLL. The committee recommendation was forwarded to the Board of Supervisors on November 17, 2020 and Staff was directed to proceed with negotiating an ERN with the selected proposer, IRG/JLL. The ERN was fully executed in



**Summary of Other Administered Budgets 1820 – Fund 107-Fairgrounds Development Project**  
**Bill Emlen, County Administrator**  
**Plant Acquisition**

January 2021 with an initial term of nine months. Staff continues to work with IRG/JLL on their proposed land uses with the goal of entering a long-term ground lease for the site. Concurrently, staff is working with Solano Transportation Authority on proposed infrastructure improvements to Fairgrounds Drive and the Highway 37 Interchange which will bring benefit to the future Solano360 development.

In FY2021/22, County Staff continues working with IRG/JLL under the ERN agreement approved in 2020, amending this agreement through September 30, 2022, to allow for completion of work. IRG is coordinating filing a Specific Plan amendment with the City of Vallejo, which is currently under pre-application review. Staff continues to work with IRG on entering into a long-term ground lease for the site. Staff is currently working with PG&E on relocation of a gas line, and with the Vallejo Flood and Wastewater District on water, sewer, and storm drainage needs.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,037,942 or 20.0% in revenues and an increase of \$3,836,189 or 75.5% in appropriations when compared to the FY2021/22 Adopted Budget. The appropriations will be used for continued coordination of the Solano360 project, consultant services, permit fees, infrastructure/site improvements 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	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	50,000	0	0	0	0.0%
CHARGES FOR SERVICES	0	0	37,942	37,942	0.0%
OTHER FINANCING SOURCES	0	8,200,000	8,200,000	0	0.0%
GENERAL FUND CONTRIBUTION	0	2,000,000	4,000,000	2,000,000	100.0%
<b>TOTAL REVENUES</b>	<b>50,000</b>	<b>10,200,000</b>	<b>12,237,942</b>	<b>2,037,942</b>	<b>20.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	65,096	5,074,666	4,912,600	(162,066)	(3.2%)
OTHER CHARGES	73,066	5,755	4,004,010	3,998,255	69474.5%
<b>TOTAL APPROPRIATIONS</b>	<b>138,162</b>	<b>5,080,421</b>	<b>8,916,610</b>	<b>3,836,189</b>	<b>75.5%</b>
<b>NET CHANGE</b>	<b>88,162</b>	<b>(5,119,579)</b>	<b>(3,321,332)</b>	<b>1,798,247</b>	<b>(35.1%)</b>

**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.
- \$4,000,000 one-time General Fund Contribution to the Fairgrounds Development Project is reflected in the FY2022/23 Recommended Budget to fund a required match contribution, if needed, for a Federal RAISE grant being submitted by the Solano Transportation Authority (STA). The grant would fully fund improvements at Highway 37 and Fairgrounds Drive. These improvements would support continued development of the Fairgrounds, and overall traffic circulation and safety in the area.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

County staff continues to work with IRG during the ERN period to finalize a long-term ground lease agreement and bring forward an updated land plan and specific plan amendment for Board of Supervisor’s consideration and Vallejo City Council approval. The City of Vallejo is an active partner to the Solano360 Development under the executed Development Agreement between the County and the City (June 27, 2013).

**1820 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets**  
**Bill Emlen, County Administrator**  
**Plant Acquisition**

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COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 §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.

In FY2019/20, Solano County completed a 5-year Public Facilities Fee Study required by the Mitigation Fee Act (Government Code §66000, et. seq), resulting in an update to the Public Facilities Fee rates.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Solano County collects PFF in six categories: Countywide Public Protection (including Courts), Health and Social Services, Library, General Government, and Regional Transportation Part A and Part B.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$202,600 or 3.6% in revenues and a decrease of \$397,784 or 17% in appropriations when compared to the FY2021/22 Adopted Budget. The increase in revenues is the result of increase in the FY2022/23 estimated fee collections in the Fund due to a projected increase in construction as the County recovers from the COVID-19 pandemic. The decrease in appropriations is the result of a decrease in County contribution for Vacaville Library District for facility expansion and related debt, partially offset by an increased transfer to Suisun Public Library for interest on long term debt related to 2008 Suisun library construction loan.

Appropriations include:

- \$724,495 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.
- \$577,271 Transfers-Out to COP Debt Service (BU 8037) used to finance the County Administration Center (CAC) and improvements to the Central Utility Plant.
- \$99,000 from PFF Suisun Library District (BU 1770) to Suisun Public Library to cover interest owed on the 2008 Suisun library construction loan.
- 500,000 from PFF Vacaville Library District Division (BU 1764) to the Vacaville Library District for facility expansion and related debt.
- \$46,704 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).

**1760 – Fund 296-Public Facilities Fee**  
**Bill Emlen, County Administrator**  
**Plant Acquisition**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	278,869 <u>12,896,976</u>	115,580 <u>5,465,000</u>	115,680 <u>5,667,500</u>	100 <u>202,500</u>	0.1% <u>3.7%</u>
<b>TOTAL REVENUES</b>	<b>13,175,845</b>	<b>5,580,580</b>	<b>5,783,180</b>	<b>202,600</b>	<b>3.6%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	46	1,550	1,550	0	0.0%
OTHER CHARGES	1,062,409	1,041,407	644,154	(397,253)	(38.1%)
OTHER FINANCING USES	<u>6,304,051</u>	<u>1,302,297</u>	<u>1,301,766</u>	<u>(531)</u>	<u>(0.0%)</u>
<b>TOTAL APPROPRIATIONS</b>	<b>7,366,506</b>	<b>2,345,254</b>	<b>1,947,470</b>	<b>(397,784)</b>	<b>(17.0%)</b>
<b>NET CHANGE</b>	<b>(5,809,339)</b>	<b>(3,235,326)</b>	<b>(3,835,710)</b>	<b>(600,384)</b>	<b>18.6%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Several bills have been introduced in the California State Legislature over past few years seeking to limit local government’s ability to impose impact fees and/or to make modifications to reduce fees or increase reporting requirements. 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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 §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 for the Criminal Justice Temporary Construction Fund reflects an increase of \$5,635 or 2.6% in revenues and a decrease of \$398,868 or 88.3% in appropriations when compared to the FY2021/22 Adopted Budget. The decrease in appropriations is due to a reduction in FY2022/23 of one-time Operating Transfers-Out to fund projects in criminal justice facilities. 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	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	15,350	12,868	11,169	(1,699)	(13.2%)
REVENUE FROM USE OF MONEY/PROP	7,359	5,501	4,950	(551)	(10.0%)
CHARGES FOR SERVICES	273,175	202,115	210,000	7,885	3.9%
<b>TOTAL REVENUES</b>	<b>295,884</b>	<b>220,484</b>	<b>226,119</b>	<b>5,635</b>	<b>2.6%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	2,923	6,548	2,680	(3,868)	(59.1%)
OTHER FINANCING USES	578,000	445,000	50,000	(395,000)	(88.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>580,923</b>	<b>451,548</b>	<b>52,680</b>	<b>(398,868)</b>	<b>(88.3%)</b>
<b>NET CHANGE</b>	<b>285,039</b>	<b>231,064</b>	<b>(173,439)</b>	<b>(404,503)</b>	<b>(175.1%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The State Legislature, over of the past few years, has proposed and passed legislation to reduce or eliminate many Court ordered fees thereby reducing the surcharges revenue that can be collected.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**4140 – Fund 264-Courthouse Temp. Const. Fund      Summary of Other Administered Budgets**

**Megan M. Greve, Director of General Services  
Justice/Detention & Corrections**

**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 No. 83-266, pursuant to California Government Code §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 reflects an increase of \$5,921 or 2.7% in revenues and a decrease of \$48,032 or 16.8% in appropriations when compared to the FY2021/22 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).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	15,349	12,868	11,169	(1,699)	(13.2%)
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	1,293	368	70	(298)	(81.0%)
	<u>273,130</u>	<u>202,082</u>	<u>210,000</u>	<u>7,918</u>	<u>3.9%</u>
<b>TOTAL REVENUES</b>	<b>289,771</b>	<b>215,318</b>	<b>221,239</b>	<b>5,921</b>	<b>2.7%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	2,994	4,546	2,677	(1,869)	(41.1%)
OTHER FINANCING USES	395,424	280,788	234,625	(46,163)	(16.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>398,418</b>	<b>285,334</b>	<b>237,302</b>	<b>(48,032)</b>	<b>(16.8%)</b>
<b>NET CHANGE</b>	<b>108,647</b>	<b>70,016</b>	<b>16,063</b>	<b>(53,953)</b>	<b>(77.1%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

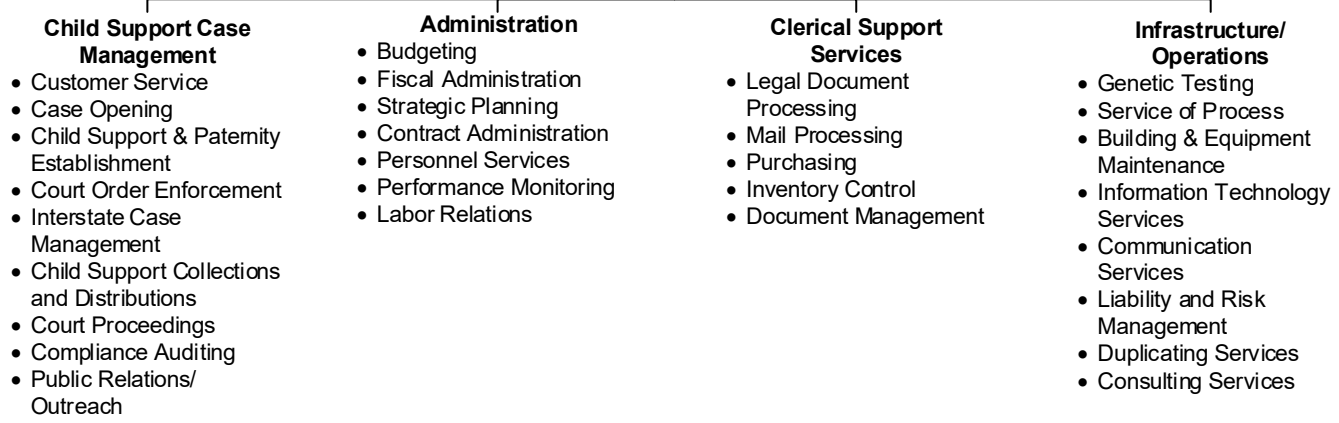
In FY2022/23, the Fund will not generate enough revenue to fund the full contribution of \$394,625 to the 2017 Certificates of Participation (COP). The shortfall of \$160,000 in revenue will be funded by the County General Fund.

**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 current debt service obligations. The State decision to repeal certain fees levied by Courts are resulting in reduced fines on which the surcharge can be applied thereby reducing revenue in this budget. If revenues do not continue to improve, the County may be required to use additional General Fund monies to satisfy debt service payments.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Department of  
Child Support Services**



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	12,687,487
FY2022/23 Recommended:	13,429,391
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	85

**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:

Since FY2003/04, child support funding from the State and federal government has remained relatively flat, resulting in continuous downsizing of the Department, mostly through attrition. In FY2020/21, the Department experienced a \$795,961 reduction in State and federal funding because of the COVID-19 pandemic and subsequent economic recession. On January 10, 2022, Governor Newsom released his initial FY2022/23 State Budget which included an augmentation of \$20.1 million for the California Child Support Program. Solano County DCSS is slated to receive \$442,799, a 2.2% increase in total funding, which will be allocated over a two-year period. The breakdown for the increase is \$259,367 in FY2022/23 and \$183,432 in FY2023/24. However, even with the increase to the Department’s allocation, due to increases in the cost of doing business, DCSS will be required to continue

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to manage these costs by holding positions vacant, reducing or eliminating contract services, reducing travel and education expenses, and improving workload processes for efficiencies.

Accomplishments:

- Provided continuity of services to customers during the COVID-19 pandemic while successfully implementing a permanent telework program.
- Partnered with and obtained a grant through First 5 to develop a resource referral program for customers needing additional services from within the community.
- Distributed \$42,489,570 in child support payments in the Federal Fiscal Year (FFY) 2020/21, a decrease of \$2,028,034 or 4.5% in collections from FFY2019/20. This decrease is a result of Unemployment Benefits and the CARES Act stimulus funds no longer being eligible for intercept in FFY2020/21. Even though this amount is less than FFY2019/20 collections, it is the second highest amount distributed by the Department in its history and is a 7% increase when compared to FFY2018/19 (pre-COVID-19 pandemic).
- Achieved an overall ranking of 11 out of 52 amongst local child support agencies (LCSAs) in the category of Cases with Support Orders Established.
- Achieved a collection rate of 77.8% on cases with past due child support.
- Achieved a collection rate of 68.2% on cases with current child support owed.
- Achieved a cost effectiveness of \$3.37 which is above the Statewide average of \$2.68.
- Achieved an overall ranking of 15 out of 52 amongst LCSAs in the State for overall performance and cost effectiveness.
- Completed the Department's relocation from a non-County owned building to the County Administration Center to realize long-term cost savings. The move included space design, technology upgrades, and security enhancements.
- Developed an internal Equity and Diversity team to facilitate trainings and provide education to staff on the topics of equity, diversity, and inclusion both internally and externally.

**WORKLOAD INDICATORS**

- During the period of October 2020 through September 2021 (FFY2020/21), the Department opened and administered 1,474 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 13,777 child support cases throughout the year. Of those cases, 96.1% had child support orders established.
- During the same 12-month period, the Department:
  - Collected \$25,942,100 through income withholding orders in cooperation with employers which accounted for 61.64% of our overall collections.
  - Collected \$3,189,998 of past due child support owed through federal and State tax intercepts.
  - With a staff of three attorneys, attended 1,150 court hearings to establish, modify, or enforce child support on behalf of children and families.
  - Reviewed 1,362 requests to review court ordered child support obligations due to a change in circumstances. Of those requests, 414 resulted in a modification of the monthly child support obligations that better reflected the parents' ability to pay.

Caseload Trends

As of September 30, 2021, the Department's total caseload count was 13,777, a decrease of 5.5% from FFY2019/20. This trend is not unique to Solano County as the Statewide caseload count is averaging a decrease of 4% to 5% annually. Some of the known contributing factors for the caseload decline are the decreases in cases referred by Health and Social Services due to an increase in non-referable aid codes as well as an overall decline in birthrate. Again, both factors are not unique to Solano County and are being experienced Statewide.



**Functional Area Summary**

**2480 – Fund 369-Department of Child Support Services  
Liane Peck, Director of Department of Child Support Services  
Judicial**

To address the overall caseload decline, the Department is exploring options for case management to take a more flexible approach in the services provided.

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHILD SUPPORT CASE MANAGEMENT	(106)	0	0	0	0.0%
ADMINISTRATION	328	0	0	0	0.0%
CLERICAL SUPPORT SERVICES	3,174	0	0	0	0.0%
OPERATIONS	12,345,161	12,846,538	13,174,044	327,506	2.5%
<b>TOTAL REVENUES</b>	<b>12,348,557</b>	<b>12,846,538</b>	<b>13,174,044</b>	<b>327,506</b>	<b>2.5%</b>
<b>APPROPRIATIONS</b>					
CHILD SUPPORT CASE MANAGEMENT	8,022,539	8,615,478	8,892,460	276,982	3.2%
ADMINISTRATION	562,017	598,133	594,633	(3,500)	(0.6%)
CLERICAL SUPPORT SERVICES	1,989,598	1,825,765	1,841,923	16,158	0.9%
OPERATIONS	1,832,110	2,087,509	2,100,375	12,866	0.6%
<b>TOTAL APPROPRIATIONS</b>	<b>12,406,264</b>	<b>13,126,885</b>	<b>13,429,391</b>	<b>302,506</b>	<b>2.3%</b>
<b>CHANGE IN FUND BALANCE</b>					
CHILD SUPPORT CASE MANAGEMENT	8,022,645	8,615,478	8,892,460	276,982	3.2%
ADMINISTRATION	561,688	598,133	594,633	(3,500)	(0.6%)
CLERICAL SUPPORT SERVICES	1,986,424	1,825,765	1,841,923	16,158	0.9%
OPERATIONS	(10,513,051)	(10,759,029)	(11,073,669)	(314,640)	2.9%
<b>CHANGE IN FUND BALANCE</b>	<b>57,706</b>	<b>280,347</b>	<b>255,347</b>	<b>(25,000)</b>	<b>(8.9%)</b>

<b>STAFFING</b>					
CHILD SUPPORT CASE MGMT	69	65	65	0	0.0%
ADMINISTRATION	2	2	2	0	0.0%
CLERICAL SUPPORT SERVICES	19	18	18	0	0.0%
<b>TOTAL STAFFING</b>	<b>90</b>	<b>85</b>	<b>85</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget of \$13,429,391 represents increases of \$327,506 or 2.5% in revenues and \$302,506 or 2.3% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The Department receives 34% of its intergovernmental funding from the State and 66% from the federal government. Currently, with the increased funding received through the Governor’s initial FY2022/23 budget and represented in the FFY2022/23 allocation letter issued by State DCSS on January 11, 2022, the Department has created a balanced budget to incorporate all known costs at this time. The current budget allocation methodology, which governs the distribution of additional State funding to LCSAs is based on a case to Full Time Equivalent (FTE) ratio. The current ratio sets 185 cases per FTE as a threshold to determine which LCSAs in California are eligible for additional funding. According to this methodology, the Department is determined to be understaffed compared to other LCSAs across the State which results in the additional funding allocation as mentioned above.

Additionally, Other Financing Sources reflects a decrease of \$137,245 in County Contribution as the Department will utilize Fund Balance of \$255,347 to leverage a drawdown of \$495,673 in federal monies as part of the Federal Financial Participation (FFP)

Match Program in FY2022/23. However, for future fiscal years, it is recommended that the General Fund again provide bridge funding to continue the drawdown of these federal monies.

Primary Costs

The Recommended Budget includes a \$302,506 increase in appropriations due to the following:

- Salaries and Employee Benefits reflect a net increase of \$288,145 primarily due to salary and benefit cost increases.
- Services and Supplies reflect a net increase of \$68,236 primarily due to increases in professional services, software, and travel expense.
- Other Charges reflect a net decrease of \$56,273 primarily due to decreases in Countywide Administrative Overhead, postage, and charges from the Sheriff’s Department for performing the most difficult Service of Process work for DCSS.

Contracts

The FY2022/23 Recommended Budget includes a total of \$60,900 in contracted services, which include the following:

- \$55,000 for the service of legal documents to customers.
- \$4,500 for annual Child Support Director’s Association (CSDA) training for both child support program and legal training.
- \$700 E-Oscar for access to update consumer data and process credit reporting disputes.
- \$700 Vital Records Control for the destruction of confidential documents and Language Services for interpretation assistance.

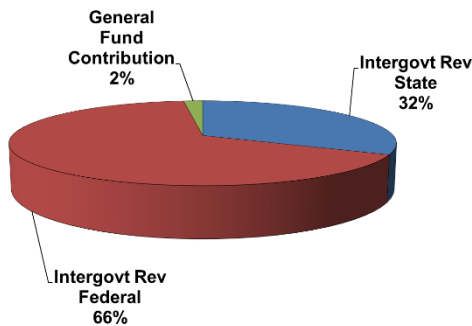
Fixed Assets

None.

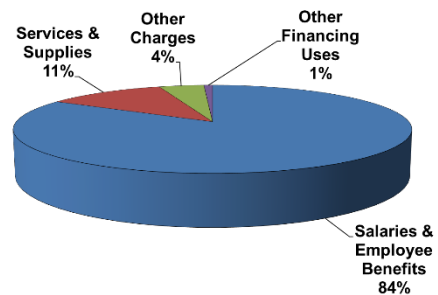
**DEPARTMENT COMMENTS**

During FY2021/22, the Department experienced an entire executive team change. In August 2021, the Assistant Director accepted a position in another county and in December 2021, the long-standing Director retired. The Director position was filled immediately and a recruitment for the Assistant Director will be opening by June 2022.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

**2480 – Fund 369-Department of Child Support Services  
Liane Peck, Director of Department of Child Support Services  
Judicial**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	5,063	8,832	3,000	(5,832)	(66.0%)
INTERGOVERNMENTAL REV STATE	4,384,343	4,221,441	4,309,626	88,185	2.1%
INTERGOVERNMENTAL REV FEDERAL	7,862,088	8,479,020	8,861,418	382,398	4.5%
CHARGES FOR SERVICES	2,063	0	0	0	0.0%
OTHER FINANCING SOURCES	55,000	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	40,000	137,245	0	(137,245)	(100.0%)
<b>TOTAL REVENUES</b>	<b>12,348,557</b>	<b>12,846,538</b>	<b>13,174,044</b>	<b>327,506</b>	<b>2.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	10,461,916	10,922,704	11,210,849	288,145	2.6%
SERVICES AND SUPPLIES	1,133,751	1,464,091	1,532,327	68,236	4.7%
OTHER CHARGES	446,106	631,781	575,508	(56,273)	(8.9%)
OTHER FINANCING USES	364,491	108,309	110,707	2,398	2.2%
<b>TOTAL APPROPRIATIONS</b>	<b>12,406,264</b>	<b>13,126,885</b>	<b>13,429,391</b>	<b>302,506</b>	<b>2.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>57,707</b>	<b>280,347</b>	<b>255,347</b>	<b>(25,000)</b>	<b>(8.9%)</b>

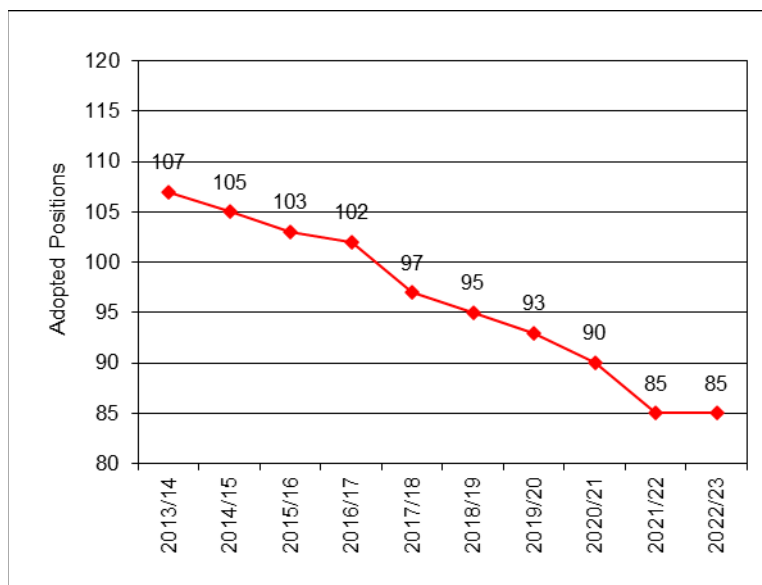
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Additional Program Funding – As reported last year, in a joint effort between the Child Support Directors Association (CSDA) and State DCSS, a funding methodology was developed to address longstanding differences in funding across local child support agencies (LCSAs) and address concerns that some counties do not have enough resources to perform core child support tasks.

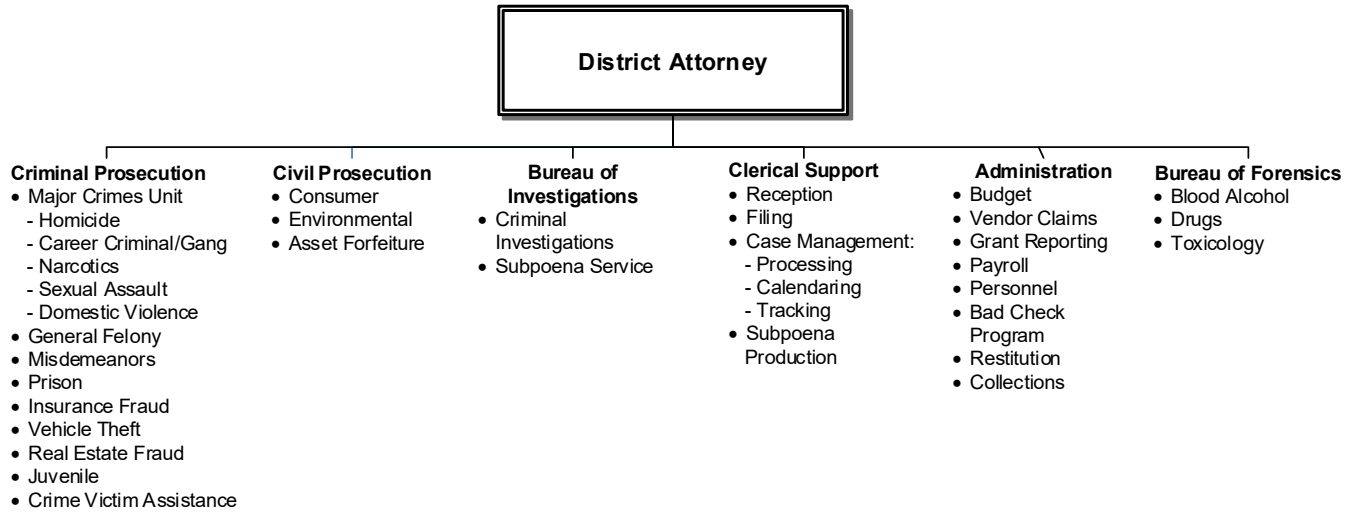
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Although additional funding was already allocated to Solano County DCSS through the Governor's FY2022/23 initial budget, and subsequent letter received from State DCSS, there is an additional proposal that is being advocated by CSDA to try to obtain COLAs for all LCSAs to assist with absorbing annual COLA increases each year.

Budget Trailer Bill – Trailer Bill Language 602 (Pass-Through of Formerly Aided Arrears) proposes to implement a Deficit Reduction Act (DRA) option to pass-through collected arrears in formerly aided cases. The DRA allows states to adopt this option without obligation to reimburse the federal government its share of recoupment. If enacted, the entire child support amount collected on behalf of a CalWORKs recipient would be retained by the family.

Future Budget Considerations – The additional funding request for the COLAs that is currently being proposed would be distributed to all LCSAs in the State outside of the cases to FTE ratio methodology and would be used to offset negotiated labor increases. The additional funding is desperately needed to avoid significantly reducing staffing in any one budget year while offsetting annual cost increases. Although the Department would like to have all allocated positions filled, four (4) positions remain frozen, including, three (3) Child Support Specialists and one (1) Office Coordinator. DCSS is not seeking contribution from the County General Fund to drawdown additional federal monies for FY2022/23. However, this may change should the new bargaining unit agreements/contracts include additional COLAs. DCSS does not have the capacity to absorb these additional salaries and benefits costs in its entirety; therefore, the Department may need to request assistance from the County and the State using the Federal Financial Participation (FFP) Match Program in order to avoid layoffs for filled positions.

COVID-19 – The Recommended Budget was prepared during the continued response to COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	33,199,407
FY2022/23 Recommended:	33,659,039
County General Fund Contribution:	19,968,265
Percent County General Fund Supported:	59.3%
Total Employees (FTEs):	142.25

**FUNCTION AND RESPONSIBILITIES**

Headed by the elected District Attorney, as set forth in both the California Constitution and Government Code (GC) §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**

Accomplishments:

- District Attorney hosted the first "Make it Right-Clear Your Warrant" Event in Solano County: The "Make it Right - Clear Your Warrant" event was held on Saturday, November 13, 2021, at the St. Stephen's Christian Methodist Episcopal Church in Fairfield and was designed to help members of the community clear up old eligible warrants for minor offenses with no financial cost and no risk of arrest. The District Attorney's Office reviewed all outstanding misdemeanor/infraction warrants dating back to 1980 and notified all those eligible for relief. Over 50 people came from near and far to participate in the event where the Honorable Robert S. Bowers recalled their warrants and dismissed their cases. The charges ranged from traffic infractions, failure to appear, petty theft, to minor drug possession.
- Prosecutor for the Day: On November 2, 2021, the Solano County District Attorney's Office hosted its first "Prosecutor for the Day" event. This event provided a unique opportunity to learn more about the work being done at the Solano County District Attorney's Office. Topics and activities included the prosecution of cases in court, a tour of the Bureau of Forensic Services, an overview of the Solano County Major Crimes Task Force, Victim Advocacy, and the impacts of legislation on the prosecution of cases.

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- Solano County Major Crimes Task Force: On November 12, 2020, the District Attorney announced the establishment of the Solano County Major Crimes Task Force (SCMCTF) one of the first of its kind in the State. The task force is responsible for conducting independent investigations into the use of deadly force by law enforcement officers in the county. Investigations are performed in a manner that provides a thorough, transparent, and professional investigation, free of any perceived conflicts of interest. The SCMCTF conducts investigations to determine the presence or absence of criminal liability on the part of all those involved in the incident. The criminal investigation takes precedence over the administrative investigation, which is done by the department where the involved officer is employed. The SCMCTF is comprised of a Supervising DA Investigator, and one detective from Vallejo Police Department, Vacaville Police Department, Fairfield Police Department, Solano County Sheriff's Office, Benicia Police Department, Suisun Police Department, and Dixon Police Department.
  - City of Fairfield's Neighborhood Court Program: In 2021, the Neighborhood Court Program was expanded to include the City of Fairfield in partnership with the Solano County District Attorney's Office and the Fairfield 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. This results in a fair and equitable resolution of their cases. The community volunteers for the City of Fairfield completed their restorative justice training in December 2021 and will start hearing cases in March 2022. Although COVID-19 has presented some unique challenges to the program, the City of Fairfield is committed to conducting the program in-person while maintaining an ability to quickly and successfully transition to remote hearings if needed.
  - California Highway Patrol Cannabis Tax Fund Toxicology Grant Award: On May 28, 2021, the Solano County District Attorney's Office was awarded a grant in the amount of \$1,198,716 from the California Highway Patrol Cannabis Tax Fund. The two-year grant program performance period of July 1, 2021 through June 30, 2023 provides funding to the District Attorney's Bureau of Forensic Services to purchase toxicology equipment that aids in the enforcement of driving under the influence of drugs. Once completed, the Bureau will provide comprehensive testing of drugs including prescription-controlled substances (e.g. Xanax, OxyContin, fentanyl, etc.), as well as illegally produced synthetic opioids such as the highly potent fentanyl analogs.
  - Health Fair: The Solano County District Attorney's Office and the Solano Family Justice Center, in partnership with Solano County Health and Social Services, hosted the 6th Annual Health Fair in October 2021, where approximately 500 people came out to see what services and wellness programs are offered in Solano County. Over 50 vendors including representatives from law enforcement, fire departments, the health department, and non-profit organizations, came out and donated their time to meet with members of the community and to share resources. The event included free flu shots, health screenings, tasty treats, music, K-9 demonstrations, pumpkin decorating, arts and crafts, local nonprofit providers, health and wellness business vendors, public safety vehicle demonstrations, and food trucks.
  - Consumer and Environmental Crimes Unit-People v. PONG: On October 25, 2021, the Honorable E. Bradley Nelson signed a stipulated judgement in the matter of People v. PONG. After an extensive undercover operation, several search warrants were executed at locations in Vacaville and Fairfield which revealed that PONG's software was being used in the operation of illegal gambling at these storefronts. A permanent injunction issued in this case prohibits PONG from licensing, renting, selling, distributing, or giving away any gambling products or services to any person or business entity within the State of California. PONG is further prohibited from violating Penal Code (PC) §320, §321, §322, §330.1, §330a, §330b, §331 and §337a. As part of the resolution, PONG paid \$1.25 million in costs and penalties.
  - Victim Witness Assistance Program: The District Attorney's Office continued to operate its Victim Witness Assistance Program as part of its commitment to obtaining justice for crime victims despite the impacts of COVID-19. The Program's staff, including a Victim Witness Program Coordinator, nine Victim Witness Assistants, and two Office Assistant II positions assigned to both the Fairfield and Vallejo offices, provided victims of crime with virtual direct services and support both on-site and off-site. For 2021, the Program received 3,215 new cases, a 15% increase from 2020. The Program provided support for 1,414 victims of domestic violence in 2021, an increase of 15% from 2020. The Program supported 181 families of homicide victims, 126 adult victims of sexual assault, and 258 child victims of sexual assault and their families. The Program also filed 165 new Victim Compensation Board claims, accompanied 510 victims to court, and assisted 233 victims with restitution claims.

Challenges:

Despite the significant challenges presented by COVID-19, the District Attorney’s Office remained open to the public and continued to serve the community by providing services and support to victims of crime and seeking to hold offenders accountable for crimes committed in Solano County. Throughout the pandemic, the District Attorney’s Office continued to work closely with our law enforcement partners to ensure continuity in reviewing cases for filing. The Department addressed the backlog of jury trials and proceedings of cases. Staff balanced in-court appearances and remote appearances via Zoom. The Victim Witness Unit continued to accommodate and support victims of crime who could only appear virtually.

**WORKLOAD INDICATORS**

- As of March 2022, the District Attorney’s Major Crimes Unit had 67 active homicide cases.
- In 2021, the District Attorney received and reviewed 15,314 cases, which is a 631 increase from the preceding year.
- In 2021, the District Attorney’s Office filed 2,756 felony cases and 4,275 misdemeanor cases.
- In FY2020/21, the Auto Theft Prosecution Unit prosecuted 277 cases.
- During 2021, the forensic laboratory received the following submissions:

Alcohol:	973 requests for analysis (decrease of 8.4% from 2020)
Controlled Substances:	988 requests for analysis (increase of 2.7% from 2020)
Toxicology Screening:	353 requests for analysis (decrease of 10.2% from 2020)
Toxicology Confirmation:	301 requests for analysis (decrease of 13.8% from 2020)

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CRIMINAL PROSECUTION	26,699,208	31,890,005	31,951,501	61,496	0.2%
CIVIL PROSECUTION	1,203,501	1,425,310	1,543,769	118,459	8.3%
INVESTIGATIONS	0	0	0	0	0.0%
CLERICAL SUPPORT	0	0	0	0	0.0%
ADMINISTRATION	6,683	5,000	1,000	(4,000)	(80.0%)
BUREAU OF FORENSICS	140,248	151,598	162,769	11,171	7.4%
<b>TOTAL REVENUES</b>	<b>28,049,640</b>	<b>33,471,913</b>	<b>33,659,039</b>	<b>187,126</b>	<b>0.6%</b>
<b>APPROPRIATIONS</b>					
CRIMINAL PROSECUTION	17,640,039	22,022,111	21,041,146	(980,965)	(4.5%)
CIVIL PROSECUTION	1,198,473	1,425,310	1,546,593	121,283	8.5%
INVESTIGATIONS	3,071,888	3,756,628	4,056,760	300,132	8.0%
CLERICAL SUPPORT	3,630,413	3,687,777	4,159,839	472,062	12.8%
ADMINISTRATION	837,788	827,835	934,261	106,426	12.9%
BUREAU OF FORENSICS	1,547,655	1,752,252	1,920,440	168,188	9.6%
<b>TOTAL APPROPRIATIONS</b>	<b>27,926,256</b>	<b>33,471,913</b>	<b>33,659,039</b>	<b>187,126</b>	<b>0.6%</b>
<b>NET CHANGE</b>					
CRIMINAL PROSECUTION	9,059,169	9,867,894	10,910,355	1,042,461	10.6%
CIVIL PROSECUTION	5,028	0	(2,824)	(2,824)	0.0%
INVESTIGATIONS	(3,071,888)	(3,756,628)	(4,056,760)	(300,132)	8.0%
CLERICAL SUPPORT	(3,630,413)	(3,687,777)	(4,159,839)	(472,062)	12.8%
ADMINISTRATION	(831,105)	(822,835)	(933,261)	(110,426)	13.4%
BUREAU OF FORENSICS	(1,407,407)	(1,600,654)	(1,757,671)	(157,017)	9.8%
<b>NET CHANGE</b>	<b>(123,384)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
CRIMINAL PROSECUTION	70.75	70.75	70.75	0.00	0.0%
CIVIL PROSECUTION	6.00	6.00	6.00	0.00	0.0%
INVESTIGATIONS	21.50	20.50	20.50	0.00	0.0%
CLERICAL SUPPORT	32.00	32.00	32.00	0.00	0.0%
ADMINISTRATION	5.75	6.00	6.00	0.00	0.0%
BUREAU OF FORENSICS	7.00	7.00	7.00	0.00	0.0%
<b>TOTAL STAFFING</b>	<b>143.00</b>	<b>142.25</b>	<b>142.25</b>	<b>0.00</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$187,126 or 0.6% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. As a result, the General Fund Contribution increased by \$654,303 or 3.4%.

Primary Funding Sources

The primary funding source for the Department is the General Fund, which comprises approximately \$19,968,265 or 59.3% of the Recommended Budget. The Department continues to seek alternative ways to meet mandated service requirements while decreasing General Fund Contributions by seeking grants and other funding sources.

The Recommended Budget includes revenues of \$33,659,039 an increase of \$187,126 or 0.6% primarily due to the following:

- The General Fund Contribution of \$19,968,265 increased by \$654,303 or 3.4% when compared to the FY2021/22 Adopted Budget. The increase is primarily due to increases in Salaries and Benefits, Liability Insurance, and Central Data Processing costs.



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- Fine, Forfeitures, and Penalties of \$97,000, a decrease of \$14,600 or 13.1% when compared to the FY2021/22 Adopted Budget due to decreased court fee collection and decreased Bad Check Program fees.
  - Intergovernmental Revenue, which includes federal and State grants as well as State allocations, totals \$10,907,213, a decrease of \$541,022 or 4.7%, which includes the following:
    - State allocation of \$6,608,908 from the Public Safety Augmentation Fund, which is funded from the public safety-dedicated ½ cent sales tax (Proposition 172), reflects an increase of \$571,177 or 9.5% when compared to the FY2021/22 Adopted Budget.
    - State reimbursement of \$1,000,000 for the prosecution of crimes committed within California State Prison (CSP) Solano and California Medical Facility under Penal Code §4700, a decrease of \$100,000 or 9.1% when compared to the FY2021/22 Adopted Budget.
    - State 2011 Realignment of \$793,268 for parole revocation, prosecution of cases related to the Post-Release to Community Supervision (PRCS), and other program services under AB 109, reflecting an increase of \$130,973 or 19.8% when compared to the FY2021/22 Adopted Budget.
    - State grant of \$142,241 from CalOES Victim Services XC for crime victim advocacy services. The grant period is through December 31, 2022, and funds social worker staff who provide direct services at the Solano Family Justice Center and a contract with CASA Solano for an increased number of advocates for abused and neglected children within the court system.
    - State grant of \$16,800 from the California Highway Patrol for the Cannabis Tax Fund, a 2-year Toxicology Laboratory Technology Enhancement program that funds the purchase of toxicology equipment to help reduce and mitigate the impacts of impaired driving in Solano County. \$1,181,916 of the total funding of \$1,198,716 was appropriated in the FY2021/22 Adopted Budget.
    - Federal/State grant of \$797,924 from the Crime Victim Assistance Program to assist victims of crime.
    - Recurring State grant of \$225,000 from the DUI Vertical Prosecution Program for the prosecution of Driving Under the Influence (DUI) cases.
    - Vehicle License Fees of \$275,500 for the prosecution of vehicle theft criminal cases.
    - State grant of \$139,251 from CalOES UV Unserved/Underserved Victim Advocacy to assist victims of crimes and provide counseling and grief services. The grant period is through December 31, 2022.
    - Recurring State grant of \$169,220 from the Workers' Compensation Fraud Program for the prosecution of workers' compensation fraud cases.
    - Recurring State grant of \$102,860 from the Auto Insurance Fraud Program for the investigation and prosecution of auto insurance fraud cases.
    - Victim Compensation Board (VCB) funds of \$75,586 for the recovery of restitution owed to VCB by a defendant.
    - Recurring Federal formula grant of \$49,959 from the Paul Coverdell Forensic Science Improvement Program for education and training.
  - Charges for Services includes \$983,125, or an increase of \$61,187 or 6.6%, due to a \$38,687 increase in salary and benefit costs for the Real Estate Fraud Unit, a \$15,000 increase in Pre-Filing Diversion fees, a \$10,000 increase in Welfare Fraud Prosecution revenue, offset by a decrease in \$2,500 due to the elimination of a 15% fee for the collection of misdemeanor court-ordered restitution.
  - Misc. Revenue represents \$134,667, an increase of \$2,294 or 1.7% in vital record fees revenue used to offset costs of 2.0 FTE Victim Witness Assistants from the CalOES Underserved Victims grant program for the period of July 1, 2022 through December 31, 2022.
  - Other Financing Sources represents Operating Transfers In of \$1,568,769, an increase of \$24,964 or 1.6% related to transfers from the Consumer Protection Division.

Primary Costs

The Department’s primary cost centers are the Criminal Prosecution Division, Clerical, Investigations, Civil Division, and Bureau of Forensics Services. The Recommended Budget of \$33,659,039 includes an increase of \$187,126 or 0.6% in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$26,709,540 reflect an increase of \$1,004,813 or 3.9% primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, changes in health benefit costs, and workers’ compensation rates.
- Services and Supplies of \$4,116,576 reflect an increase of \$121,874 or 3.1% primarily due to increases in Liability Insurance, Central Data Processing charges, Risk Management Insurance, and Travel Expense.
- Other Charges of \$1,931,337 reflect an increase of \$170,658 or 9.7% when compared to the FY2021/22 Adopted Budget, primarily due to an increase in Countywide Administrative Overhead cost.
- Fixed Assets of \$559,500 reflects a decrease of \$1,120,213 when compared to the FY2021/22 Adopted Budget due to the projected purchase of Toxicology equipment and related expenses funded by the California Highway Patrol Cannabis Tax Grant Program in FY2021/22.

Contracts

The FY2022/23 Recommended Budget includes a total of \$219,924 or 0.65% in contracted expenses which includes the following significant contracts:

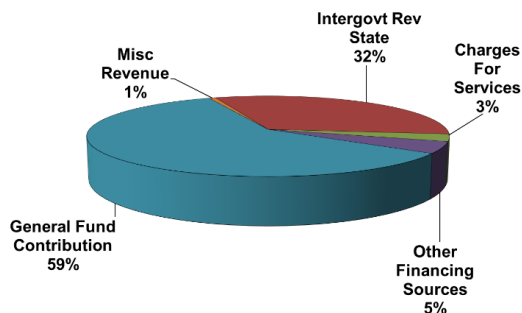
- \$125,000 with American Forensic Nurses for phlebotomy services on suspects accused of driving under the influence of alcohol and/or drugs.
- \$25,000 with Redwood Toxicology for Xanax and Valium toxicology services and testimony.
- \$12,500 with CASA to fund a volunteer supervisor to recruit and train CASA volunteers, funded by a CalOES grant through December 31, 2022.

Fixed Assets

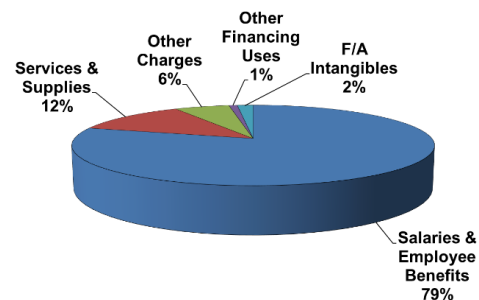
The FY2022/23 Recommended Budget includes the following fixed assets:

- \$540,000 to rebudget a Case Management Software System.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

**6500 – Fund 900-District Attorney  
Krishna A. Abrams, District Attorney  
Judicial**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	94,130	111,600	97,000	(14,600)	(13.1%)
INTERGOVERNMENTAL REV STATE	10,354,118	11,448,235	10,907,213	(541,022)	(4.7%)
INTERGOVERNMENTAL REV FEDERAL	79,293	0	0	0	0.0%
CHARGES FOR SERVICES	706,869	921,938	983,125	61,187	6.6%
MISC REVENUE	89,570	132,373	134,667	2,294	1.7%
OTHER FINANCING SOURCES	1,315,836	1,543,805	1,568,769	24,964	1.6%
GENERAL FUND CONTRIBUTION	15,409,824	19,313,962	19,968,265	654,303	3.4%
<b>TOTAL REVENUES</b>	<b>28,049,640</b>	<b>33,471,913</b>	<b>33,659,039</b>	<b>187,126</b>	<b>0.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	22,505,774	25,704,727	26,709,540	1,004,813	3.9%
SERVICES AND SUPPLIES	3,314,431	3,994,702	4,116,576	121,874	3.1%
OTHER CHARGES	1,789,353	1,760,679	1,931,337	170,658	9.7%
F/A BLDGS AND IMPRMTS	0	197,000	0	(197,000)	(100.0%)
F/A EQUIPMENT	21,184	942,713	19,500	(923,213)	(97.9%)
F/A - INTANGIBLES	0	540,000	540,000	0	0.0%
OTHER FINANCING USES	247,484	281,904	293,681	11,777	4.2%
INTRA-FUND TRANSFERS	48,030	50,188	48,405	(1,783)	(3.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>27,926,256</b>	<b>33,471,913</b>	<b>33,659,039</b>	<b>187,126</b>	<b>0.6%</b>
<b>NET CHANGE</b>	<b>(123,384)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in position allocations since the adoption of the FY2021/22 Budget are provided below:

On March 8, 2022, the following position allocation changes occurred in connection with Midyear:

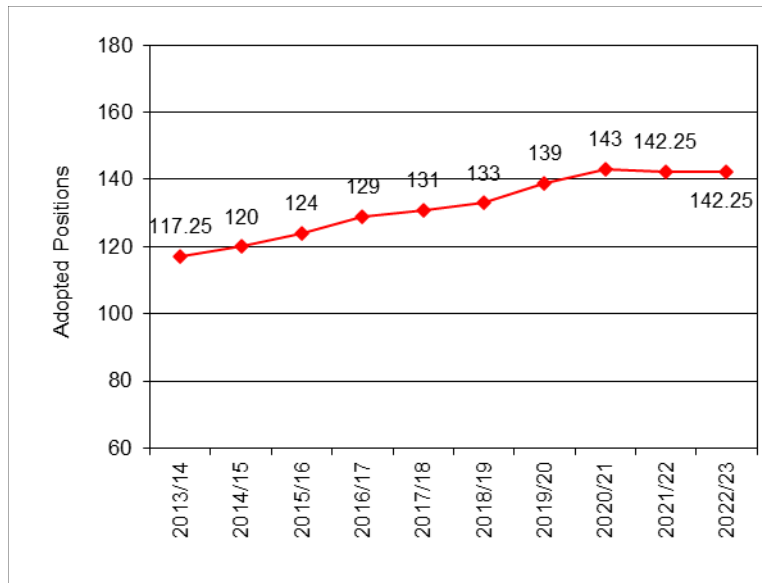
- Extended 1.0 FTE Limited-Term Deputy District Attorney IV to June 30, 2023, assigned to the Consumer and Environmental Crimes Unit.
- Extended 2.0 0.5 FTE Limited-Term Office Assistant II to September 30, 2023, funded with CalOES Victim Witness Grant revenue.
- Extended 3.0 FTE Limited-Term Victim Witness Assistant to September 30, 2023, funded with CalOES Victim Witness Grant revenue.
- Extended 1.0 FTE Limited-Term Legal Secretary to June 30, 2023, funded by 1991 Realignment for the Juvenile Prosecution Unit.
- Extended 1.0 FTE Limited-Term Deputy District Attorney IV to June 30, 2023, assigned to Auto Theft Unit and funded with Vehicle License Fee revenue.
- Extended 2.0 FTE Limited-Term Deputy District Attorney IV to September 30, 2023, assigned to the DUI Vertical Prosecution Unit.
- Extended 1.0 FTE Limited-Term DA Investigator to June 30, 2023, assigned to the General Criminal Unit.

On March 1, 2022, the Board approved the following positions:

- Added 2.0 FTE Limited-Term Victim Witness Assistants to December 31, 2022. These two Limited-Term positions were previously allocated and had expired December 31, 2021.

There are no changes in position allocation for the FY2022/23 Recommended Budget.

**STAFFING TREND**



The number of positions has steadily increased since FY2011/12 when the Department had a low of 110.0 FTE due to the 2008-2011 Recession. The FY2022/23 allocation of 142.25 FTE, which has remained steady for approximately 3 years, surpasses the FY2009/10 allocation, when the Department had a staffing of 141.0 FTE. Approximately 11.0 of the 32.25 FTE positions were added for new grant programs, 6.0 were added due to 2011 Realignment, 2.0 were added due to Proposition 47, the remaining 13.25 are a restoration of previously eliminated positions or increased funding.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Revenue from the Proposition 172 ½ cent sales tax for public safety is projected to plateau, which could impact the Department’s ability to add staffing in the future. Since the budget reductions in FY2011/12, increases in Proposition 172 revenues have allowed the District Attorney’s Office to restore previously eliminated positions. While the Department continues to make efficient use of current staff and resources, future increases to caseloads and changes to the law may result in the need for additional staff.

COVID-19 - The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. As the courts continue to ease restrictions due to COVID-19 and courtrooms resume full calendars, the District Attorney’s Office will continue to serve victims of crime and hold offenders accountable by making efficient use of current staff and resources. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets**

**6500 – Fund 900-District Attorney  
Krishna A. Abrams, District Attorney  
Judicial**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
4100 DA SPECIAL REVENUE	655,966	302,000	302,000	0	0.0%
<b>APPROPRIATIONS</b>					
4100 DA SPECIAL REVENUE	1,315,836	1,544,804	1,568,956	24,152	1.6%
<b>NET CHANGE</b>					
4100 DA SPECIAL REVENUE	659,871	1,242,804	1,266,956	24,152	1.9%

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 §11489, the sources of revenue for this fund are cash and proceeds from the sale of seized property that has been used or obtained through illegal narcotics trafficking, including vehicles, boats, and real estate. Asset forfeiture proceeds provide a source of funding for general investigation, training, and all aspects of the prosecution of crimes.

Division 4102 – DA Consumer Protection Fund – Pursuant to the provisions of the California Business and Professions Code, court-ordered fines and forfeitures accrue to this fund for the support of general investigation and all aspects of the prosecution of consumer protection cases.

Division 4103 – DA Environmental Protection Fund – California Health and Safety Code §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 each of the applicable divisions above.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and a \$24,152 or 1.6% increase in appropriations when compared to the FY2021/22 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 of \$2,000 in revenue are consistent with the FY2021/22 Adopted Budget and primarily related to Forfeitures and Penalties income. The Division's budget reflects \$100,187 in appropriations, a decrease of \$812 when compared to the FY2021/22 Adopted Budget, primarily related to a rebudget of \$100,000 Operating Transfer-Out to the District Attorney's operating budget to partially offset a new Case Management Software System originally anticipated in FY2021/22.

Division 4102 – The District Attorney's Consumer Protection Recommended Budget funds the Consumer Protection Unit (BU 6500) via an Operating Transfer-Out. The Division's budgeted revenues of \$300,000 have been consistent since FY2019/20. Appropriations of \$1,468,769 reflect an increase of \$24,964 or 1.7% when compared to the FY2021/22 Adopted Budget primarily due to increases in Salaries and Employee Benefits costs.

Division 4103 – The District Attorney's Environmental Protection Fund does not budget any revenue or appropriations until funds are actually received.

See related BU 9116 – Fund 233 Contingencies (refer to Contingency section of the Budget).

**Summary of Other Administered Budgets**

**4100 – Fund 233-DA Special Revenue Fund**

**Krishna A. Abrams, District Attorney  
Judicial**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	617,664	302,000	302,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	37,481	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	812	0	0	0	0.0%
CHARGES FOR SERVICES	8	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>655,966</b>	<b>302,000</b>	<b>302,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	0	999	187	(812)	(81.3%)
OTHER FINANCING USES	1,315,836	1,543,805	1,568,769	24,964	1.6%
<b>TOTAL APPROPRIATIONS</b>	<b>1,315,836</b>	<b>1,544,804</b>	<b>1,568,956</b>	<b>24,152</b>	<b>1.6%</b>
<b>NET CHANGE</b>	<b>659,871</b>	<b>1,242,804</b>	<b>1,266,956</b>	<b>24,152</b>	<b>1.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

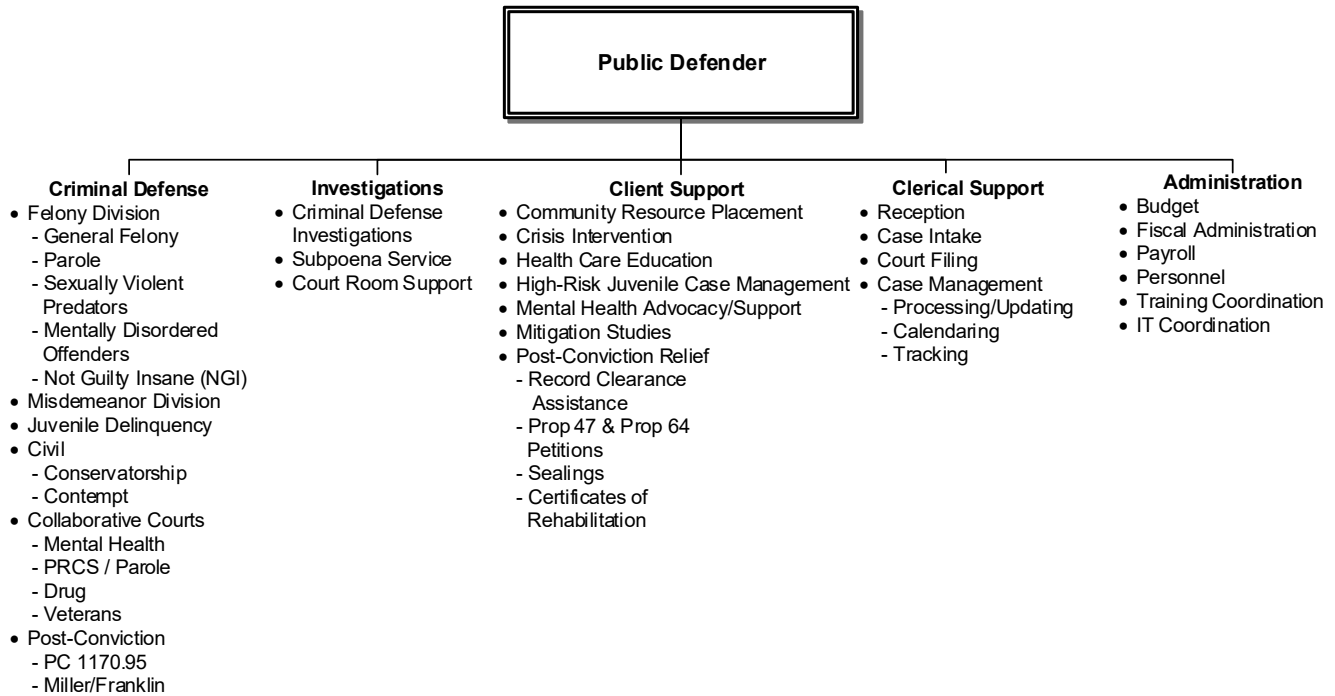
None.

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	16,244,371
FY2022/23 Recommended:	17,967,006
County General Fund Contribution:	16,327,452
Percent County General Fund Supported:	90.9%
Total Employees (FTEs):	76

**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 (GC) §27700-27712 and Penal Code (PC) §987.2.

The Public Defender maintains offices in Fairfield and Vallejo where Superior Court proceedings are held. The scope of representation includes all phases of criminal litigation from arraignment through some post-conviction proceedings. As appropriate to each client, legal issues are researched, investigations are conducted, written motions are prepared, and oral presentations are made in all court hearings, including court and jury trials.

Most of the Public Defender’s clients are adults and juveniles accused of criminal offenses ranging from misdemeanors to serious felonies, including capital offenses. The Civil Unit provides competent legal representation to individuals threatened with conservatorship proceedings.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- COVID-19 continued to impact operations in FY2021/22. The Omicron surge led the court to reduce operations, resulting in delays and reduction or suspension in jury trials, impacting caseloads. In March 2021, the Public Defender’s Office had almost 40% more open cases than they did in March 2020, and as of March 2022, the Department’s total number of open



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cases was even higher. This has increased workloads for all employees. In addition, the Department has been experiencing challenges as a result of employee absences due to leaves and delays filling some vacancies. This, combined with the increased workload, has put a great deal of pressure on staff to maintain their standard of high-quality legal representation.

- Starting in January 2019, Penal Code §1001.36 significantly expanded the availability of 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. The law requires that the Public Defender’s Office investigate and pursue this option for all clients who may be eligible for diversion in order to provide effective assistance of counsel. While this assists clients with mental illness access treatment, which results in improved outcomes and reduced incarceration, there are significantly increased costs in obtaining psychological assessments and treatment plans, and an increased workload on our social workers.
- Several recent sentencing laws have increased the information judges are required to consider at sentencing. For clients under the age of 26 who are facing lengthy sentences, the Public Defender’s Office is required to complete mitigation investigation which increases the workload for investigators, lawyers, and clerical staff and requires the retention of experts in different fields. New rules applicable to sentencing in almost all felony cases requires that we present evidence, when appropriate, that a defendant has experienced trauma or was the victim of intimate partner violence or human trafficking. These requirements add to the tasks that must be completed by attorneys to meet their professional obligations, increase the workload on social workers and investigators, and may also require psychological evaluations to be presented in court.
- 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. Depending on the number of officers present at the scene and the type of investigation, the videos range from a couple to many dozens of hours, if not more in the most complex cases. This is a significant consumption of time, and Department attorneys are required to review anything disclosed prior to litigation or plea bargain in order to provide effective assistance of counsel. These files also significantly impact our volume of data storage.

Accomplishments:

- The Public Defender’s Office provided representation in nearly 10,000 new and ongoing cases to over 7,000 clients.
- The Public Defender’s Office continued to take advantage of technological investments allowing staff to access case information remotely. This has allowed the ability to permit telework and to adapt when it has been necessary to reduce on-site staffing to increase social distancing. Staff is scanning recently closed cases that are stored on-site to improve access and free up space for use by staff, a particular need with the added grant-funded positions.
- The Office’s robust record clearing program continues to help community members remove barriers to employment and educational opportunities due to past arrests and convictions. Staff continues to collaborate with Health & Social Services and other local organizations to inform the community of the availability of services to expunge criminal records.
- The Public Defender’s Office has received two grants from the Board of State and Community Corrections (BSCC) to increase access to post-conviction litigation. These grants have enabled the Office to expand litigation on behalf of individuals serving lengthy sentences who may be eligible for parole based on a variety of factors including Youthful Offender Parole Hearings (*Franklin/Miller*) and felony murder resentencing (Penal Code §1170.95). Grant funds are providing additional staffing as well as paying costs for psychological evaluations for these clients. Grant funds also support providing Penal Code §290 relief for those who qualify.

**WORKLOAD INDICATORS**

- In 2021, the Public Defender’s Office opened approximately 2,600 felony cases, 4,300 misdemeanor cases, 163 juvenile petitions, and 526 civil client cases.
- The number of felony cases that the Public Defender was appointed on in 2021 has returned to 2019 levels, while the volume of misdemeanors has continued to decline. However, the resources required to provide effective assistance of counsel, even in misdemeanor cases, continues to climb. New laws and court opinions require us to complete a full mitigation work up in an increasing array of case types. As discussed above, staff is required to investigate and advocate for mental health diversion in any case where it could be applicable, which requires substantial record collection, a psychological evaluation and report, as well as litigation.

- Workload in the Public Defender’s Office continues to increase in the severity of charges filed, requiring increased resources for representation of clients. The prosecution 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 constitutionally effective assistance of counsel. In addition, the time required to review the increasing volume of body camera footage is significant. Attorneys must review all recordings prior to conducting hearings, advising a client whether to accept a plea bargain or move forward with litigation.
- While the number of cases opened in 2020 dipped slightly, it returned to 2019 levels in 2021. The Public Defender’s Office has 43% more currently open cases March 2022 than in March 2020. The number of open cases has been impacted by the COVID-19 pandemic, driven by additional reductions in court operations in winter 2022 due to the Omicron variant and a limitation in the number of jury trials that could proceed for much of the past two years, the setting of which helps to keep cases moving to either trial, dismissal, or plea bargain. In addition, lengthy leaves of absence and delays in filling vacancies have impacted workloads for all staff.
- 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.

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
PUBLIC DEFENDER	14,687,940	17,459,558	17,967,006	507,448	2.9%
<b>TOTAL REVENUES</b>	<b>14,687,940</b>	<b>17,459,558</b>	<b>17,967,006</b>	<b>507,448</b>	<b>2.9%</b>
<b>APPROPRIATIONS</b>					
PUBLIC DEFENDER	14,687,940	17,459,558	17,967,006	507,448	2.9%
<b>TOTAL APPROPRIATIONS</b>	<b>14,687,940</b>	<b>17,459,558</b>	<b>17,967,006</b>	<b>507,448</b>	<b>2.9%</b>
<b>NET CHANGE</b>					
PUBLIC DEFENDER	0	0	0	0	0.0%
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
PUBLIC DEFENDER	72	74	76	2.0	2.7%
<b>TOTAL STAFFING</b>	<b>72</b>	<b>74</b>	<b>76</b>	<b>2.0</b>	<b>2.7%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$507,448 or 2.9% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. As a result, the General Fund Contribution increased by \$82,274 or 0.5%. The increase in General Fund Contribution is primarily due to an increase in Salaries and Employee Benefits primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs.

Primary Funding Sources

The primary funding source for the Department is General Fund Contribution, which comprises \$16,327,452 or 90.9% of the Recommended Budget.

The Recommended Budget includes a \$507,448 or 2.9% increase in revenues primarily due to the following:

- Intergovernmental Revenues of \$1,628,054 reflect an increase of \$425,674 or 35.4% due to a new BSCC grant award and an anticipated increase in AB 109 funding to offset 75% of an additional Social Services Worker.
- Charges for Services of \$11,500 reflects a decrease of \$500 for the collection of legal fees charged to Public Defender clients who are determined by the Court to have the ability to pay. AB 1869 eliminated the ability to collect many of these fees.
- Other Financing Sources of \$16,327,452 represent the General Fund Contribution, an increase of \$82,274 or 0.5% when compared to the FY2021/22 Adopted Budget. The increase in the General Fund Contribution is primarily the result of the increase in Salaries and Employee Benefits primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs and workers compensation rates. The Public Defender focuses on services and programs that are constitutionally mandated and seeks grant funding when available to offset General Fund Contribution. However, there are a limited number of grants and other sources of funding for the Department to enhance its revenues for criminal defense work.

Primary Costs

The Recommended Budget includes a \$507,448 or 2.9% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$481,616 or 3.4% primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs, as well as the addition of positions. In FY2021/22, the Board of Supervisors approved the addition of 1.0 FTE grant funded Limited-Term Deputy Public Defender. In addition, included in the FY2022/23 Recommended Budget, the Department is requesting to add 1.0 FTE Social Services Worker partially offset by AB 109 funding.
- Services and Supplies of \$2,173,301 reflects a decrease of \$25,963 or 1.2% primarily due to a decrease in psychological, consulting, and professional services which is offsetting an increase in Central Data Processing charges per the Department of Information Technology.
- Other Charges of \$813,182 reflect an increase of \$46,756 or 6.1% primarily due to an increase in Countywide Administrative Overhead costs.
- Other Financing Uses of \$151,174 reflect an increase of \$4,897 due to an increase in Pension Obligation Bond costs.
- Intrafund Services of \$29,538 reflect a net increase of \$142 for Sheriff’s security services at the Vallejo campus.

Contracts

The FY2022/23 Recommended Budget includes a total of \$134,810 for contracted services which includes the following significant contracts:

- \$78,950 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.

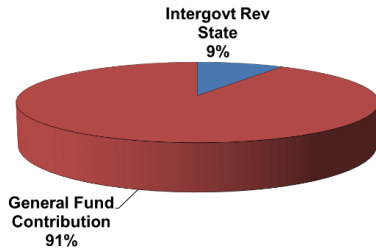
Fixed Assets

None.

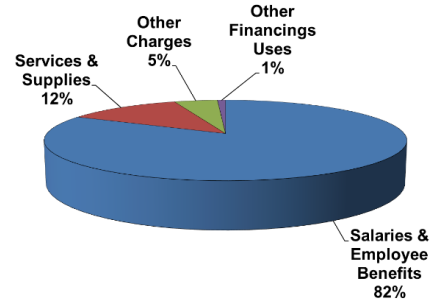
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	915,345	1,202,380	1,628,054	425,674	35.4%
INTERGOVERNMENTAL REV FEDERAL	51,724	0	0	0	0.0%
CHARGES FOR SERVICES	11,142	12,000	11,500	(500)	(4.2%)
GENERAL FUND CONTRIBUTION	13,709,729	16,245,178	16,327,452	82,274	0.5%
<b>TOTAL REVENUES</b>	<b>14,687,940</b>	<b>17,459,558</b>	<b>17,967,006</b>	<b>507,448</b>	<b>2.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	11,808,299	14,318,195	14,799,811	481,616	3.4%
SERVICES AND SUPPLIES	1,940,661	2,199,264	2,173,301	(25,963)	(1.2%)
OTHER CHARGES	791,850	766,426	813,182	46,756	6.1%
OTHER FINANCING USES	121,361	146,277	151,174	4,897	3.3%
INTRA-FUND TRANSFERS	25,768	29,396	29,538	142	0.5%
<b>TOTAL APPROPRIATIONS</b>	<b>14,687,940</b>	<b>17,459,558</b>	<b>17,967,006</b>	<b>507,448</b>	<b>2.9%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

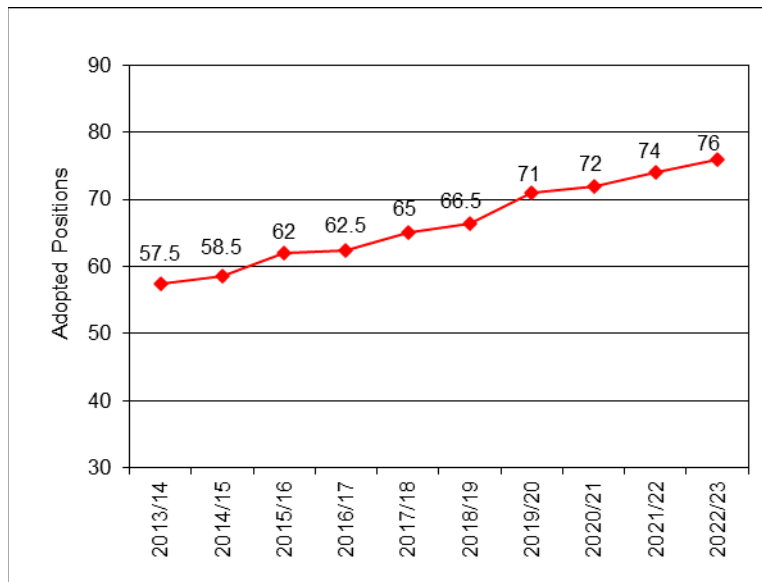
On March 8, 2022, as part of the Midyear Budget process the following position allocation changes were approved for continued support of operational changes:

- Extended 1.0 FTE Limited-Term Deputy Public Defender IV through June 30, 2023.
- Extended 1.0 FTE Limited-Term Process Server through June 30, 2023.
- Extended 2.0 FTE Limited-Term Office Assistant II positions through June 30, 2023.
- Added 1.0 FTE Limited-term Deputy Public Defender IV approved through March 1, 2023.

The FY2022/23 Recommended Budget includes the following position allocation changes:

- Add 1.0 FTE Social Services Worker to provide assistance to clients in facilitating access and completion of recommended services such as substance abuse or mental health treatment funded 75% with AB 109 funding and 25% by the General Fund.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The COVID-19 pandemic has continued to impact the Public Defender’s operations. Lengthy court shutdowns, limitations on jury trials, and lengthy vacancies and leaves of absence have resulted in a large backlog of cases.

The Department continues to see increased costs due to evaluations for Mental Health Diversion and the requirement to conduct a full mitigation investigation for clients under the age of 26 who are facing lengthy sentences.

Effective January 1, 2022, Senate Bill 483 made two changes in sentencing laws fully retroactive, allowing incarcerated individuals who had enhancements for certain types of prior convictions eligible for resentencing. We do not yet know the full extent of the work required to assist all eligible individuals, but it is expected to be substantial. We anticipate using BSCC grant funds for at least some of the preparation and litigation necessary for these petitions.

The Governor has proposed a new model for addressing homelessness called CARE Court. While the details have not yet been announced, as proposed, public defenders would be appointed to represent individuals who are brought into the court. This would likely have a significant impact on our workload.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**6530 – Fund 900-Public Defender  
Elena D’Agustino, Public Defender  
Judicial**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
6540 ALTERNATE PUBLIC DEFENDER	4,785,318	5,624,560	6,007,155	382,595	6.8%
<b>APPROPRIATIONS</b>					
6540 ALTERNATE PUBLIC DEFENDER	4,785,318	5,624,560	6,007,155	382,595	6.8%
<b>NET CHANGE</b>					
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.

**DEPARTMENTAL PURPOSE**

The Alternate Public Defender provides Court-appointed legal representation to indigents for whom the Public Defender is unable to provide representation due to a conflict of interest or unavailability.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	5,364,269
FY2022/23 Recommended:	6,007,155
County General Fund Contribution:	5,803,864
Percent County General Fund Supported:	96.6%
Total Employees (FTEs):	24.25

**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 obligation 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 (PC) §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:

- COVID-19 continued to impact operations in FY2021/22. The Omicron surge led the court to reduce operations, resulting in delays and reduction or suspension in jury trials, impacting caseloads. In March 2021, the Alternate Public Defender’s Office had 19% more open cases than March 2020, and as of March 2022, the total number of open cases was approximately the same. This has increased workloads for all employees. In addition, the Department has been experiencing challenges as a result of employee absences due to leaves and delays filling some vacancies. This, combined with the increased workload, has put a great deal of pressure on staff to maintain a standard of high-quality legal representation.
- Starting in January 2019, PC §1001.36 significantly expanded the availability of 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. The law requires that the Alternate Public Defender’s Office investigate and pursue this option for all clients who may be eligible for diversion in order to provide effective assistance of counsel. While this assists clients with mental illness access treatment, which results in improved outcomes and reduced incarceration, there are significantly increased costs in obtaining psychological assessments and treatment plans, and an increased workload on our social workers.
- Several recent sentencing laws have increased the information judges are required to consider at sentencing. For clients under the age of 26 who are facing lengthy sentences, the Alternate Public Defender’s Office is required to complete a mitigation investigation which would increase the workload for investigators, lawyers, and clerical and requires the retention of experts in several different fields. New rules applicable to sentencing in almost all felony cases requires that we present

**Elena D’Agustino, Public Defender  
Judicial**

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evidence, when appropriate, that a defendant has experienced trauma or was the victim of intimate partner violence or human trafficking. These requirements add to the tasks that must be completed by attorneys to meet their professional obligations, increase the workload on social workers and investigators, and may also require psychological evaluations to be presented in court.

- 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. Depending on the number of officers present at the scene and the type of investigation, the videos range from a couple to many dozens of hours, if not more, in the most complex cases. This is a significant consumption of time, and department attorneys are required to review anything disclosed prior to litigation or plea bargain in order to provide effective assistance of counsel. These files also significantly impact our volume of data storage.

Accomplishments:

- The Alternate Public Defender’s Office provided representation in approximately 2,400 new and ongoing cases to 1,300 clients.
- The Alternate Public Defender’s Office continued to take advantage of technological investments allowing staff to access case information remotely. This has allowed the ability to permit telework and to adapt when it has been necessary to reduce staffing to increase social distancing. Staff is scanning recently closed cases that are stored on-site to free up space for use by staff.
- The Office’s robust record clearing program continues to help community members remove barriers to employment and educational opportunities due to past arrests and convictions.
- The Alternate Public Defender’s Office has received two grants from the Board of State and Community Corrections (BSCC) to increase access to post-conviction litigation. These grants have enabled the Office to expand litigation on behalf of individuals serving lengthy sentences who may be eligible for parole based on a variety of factors including Youthful Offender Parole Hearings (*Franklin/Miller*) and felony murder resentencing (PC §1170.95). Grant funds are providing additional staffing as well as paying costs for psychological evaluations for these clients. Grant funds also support providing Penal Code §290 relief for those who qualify.

**WORKLOAD INDICATORS**

- In 2021, the Alternate Public Defender’s Office opened approximately 1,000 felony cases, 1,100 misdemeanor cases, 28 civil/other cases, and 52 juvenile petitions.
- Workload in the Alternate Public Defender’s Office continues to increase in the severity of charges filed, requiring increased resources for representation of clients. The prosecutor 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 constitutionally effective assistance of counsel. In addition, the time required to review the increasing volume of body camera footage is significant. Attorneys must review all recordings prior to conducting hearings or advising a client whether to accept a plea bargain or move forward with litigation.
- The Alternate Public Defender’s Office has seen a 17% increase in currently open cases from March 2020 to March 2022. The number of open cases has been impacted by the COVID-19 pandemic, driven by additional reductions in court operations in winter 2022 due to the Omicron variant. In addition, the limitation on the number of jury trials that could proceed for much of the past two years, the setting of which helps to keep cases moving to either trial, dismissal, or plea bargain, reduced the number of cases that were resolved. Also, lengthy leaves of absence and delays in filling vacancies have impacted workloads for all staff.
- 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.



**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$382,595 or 6.8% in revenues and appropriations when compared to the FY2021/22 Adopted Budget. As a result, the General Fund Contribution increased by \$340,461, or 6.2%. The increase in General Fund Contribution is primarily due to an increase in Salaries and Employee Benefits primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs.

Primary Funding Sources

The primary funding source for the Department is the General Fund Contribution, which comprises \$5,803,864 or 96.6% of the Recommended Budget.

The Recommended Budget includes a \$382,595 or 6.8% increase in revenues primarily due to the following:

- Intergovernmental Revenues of \$203,291 reflects an increase of \$42,134 or 26.1% primarily due to the new Board of State and Community Corrections (BSCC) grant. Intergovernmental revenue also 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 \$5,803,864 represent the General Fund Contribution, an increase of \$340,461 when compared to the FY2021/22 Adopted Budget. The increase in the General Fund Contribution is primarily the result of the increase in Salaries and Employee Benefits primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs. The Alternate Public Defender focuses on services and programs that are constitutionally mandated and seeks grant funding when available to offset General Fund Contribution. However, there are very few grants and other sources of funding for the Department to enhance its revenues exist for criminal defense work.

Primary Costs

The Recommended Budget includes a \$382,595 or 6.8% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$5,012,883 reflect an increase of \$370,453 or 8.0% primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs as well as the addition of 0.25 FTE Legal Secretary included in the Recommended Budget.
- Services and Supplies of \$613,842 reflect a decrease of \$32,227 or 5.0% primarily due to a decrease in psychological, consulting, and professional services offset with increases in central data processing charges and controlled assets computer related for computer replacements.
- Other Charges of \$321,958 reflect an increase of \$41,605 or 14.8% primarily due to an increase in Countywide Administrative Overhead costs.

Contracts

The FY2022/23 Recommended Budget includes the following contract:

- \$27,038 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.

Elena D’Agustino, Public Defender  
Judicial

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	46,232	161,157	203,291	42,134	26.1%
INTERGOVERNMENTAL REV FEDERAL	12,828	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	4,726,259	5,463,403	5,803,864	340,461	6.2%
<b>TOTAL REVENUES</b>	<b>4,785,318</b>	<b>5,624,560</b>	<b>6,007,155</b>	<b>382,595</b>	<b>6.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	4,022,502	4,642,430	5,012,883	370,453	8.0%
SERVICES AND SUPPLIES	446,119	646,069	613,842	(32,227)	(5.0%)
OTHER CHARGES	265,922	280,353	321,958	41,605	14.8%
OTHER FINANCING USES	41,883	45,564	48,279	2,715	6.0%
INTRA-FUND TRANSFERS	8,892	10,144	10,193	49	0.5%
<b>TOTAL APPROPRIATIONS</b>	<b>4,785,318</b>	<b>5,624,560</b>	<b>6,007,155</b>	<b>382,595</b>	<b>6.8%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ALTERNATE PUBLIC DEFENDER	24	24	24.25	0.25	1.0%
<b>TOTAL STAFFING</b>	<b>24</b>	<b>24</b>	<b>24.25</b>	<b>0.25</b>	<b>1.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in position allocations since the adoption of the FY2021/22 Budget are provided below:

On March 8, 2022, as part of the Midyear Budget the following position allocation changes were approved to address operational changes and are funded with County General Fund:

- Extended 1.0 FTE Limited-Term Office Assistant II through June 30, 2023.

The FY2022/23 Recommended Budget includes the following position allocation changes:

- Add 0.25 FTE Legal Secretary to provide assistance in addressing the Department’s increased caseload, funded by the General Fund.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

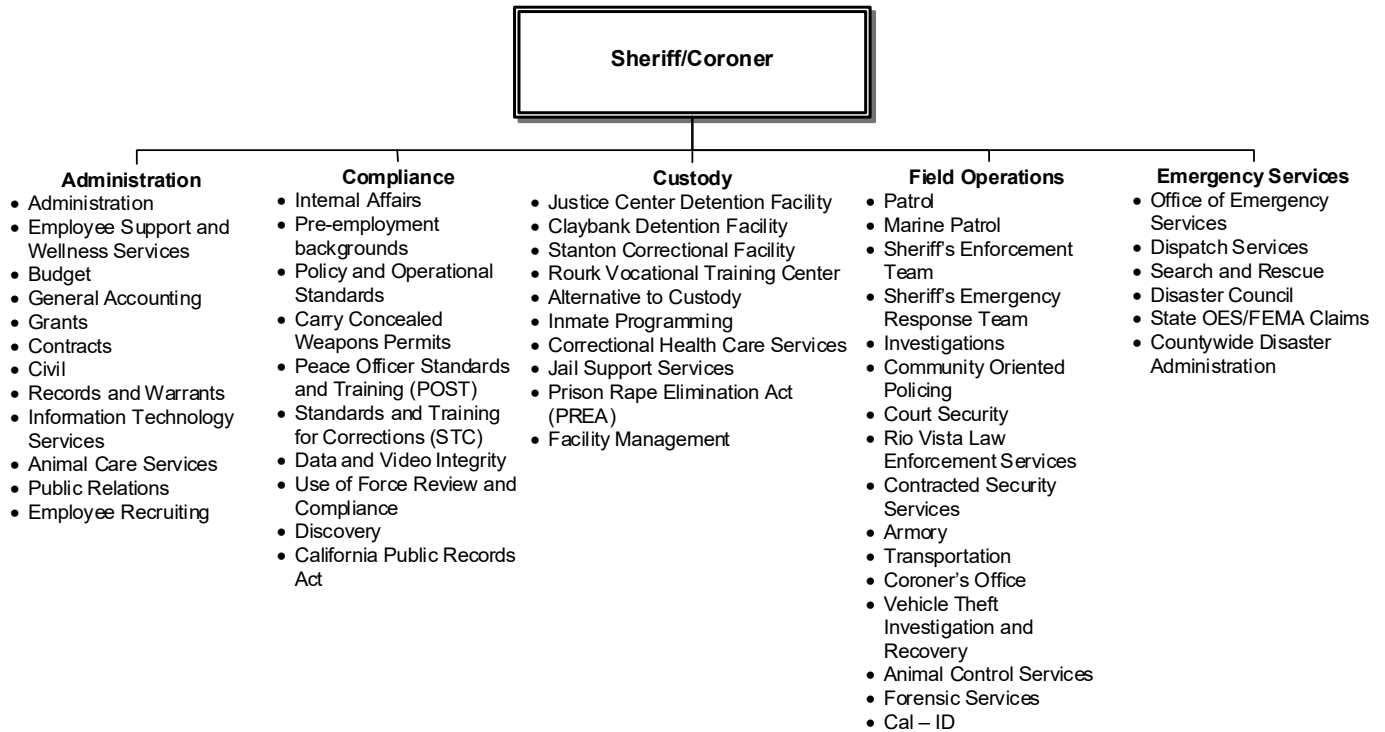
The COVID-19 pandemic has continued to impact the Alternate Public Defender’s operations. Lengthy court shutdowns, limitations on jury trials, and lengthy vacancies and leaves of absence have resulted in a large backlog of cases.

The Department continues to see increased costs due to evaluations for Mental Health Diversion and the requirement to conduct a full mitigation investigation for clients under the age of 26 who are facing lengthy sentences.

Effective January 1, 2022, Senate Bill 483 made two changes in sentencing laws fully retroactive, allowing incarcerated individuals who had enhancements for certain types of prior convictions eligible for resentencing. The Department does not yet know the full extent of the work required to assist all eligible individuals, but it is expected to be substantial.

The Governor has proposed a new model for addressing homelessness called CARE Court. While the details have not yet been announced, as proposed, public defenders would be appointed to represent individuals who are brought into the court. While the Alternate Public Defender would only represent individuals in this court if the Public Defender has a conflict of interest, it is still likely to have a significant impact on workload.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	133,173,979
FY2022/23 Recommended:	141,199,608
County General Fund Contribution:	78,178,119
Percent County General Fund Supported:	55.4%
Total Employees (FTEs):	555

**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; service of legal notices such as restraining orders, actions of divorce, and eviction notices; and collection and distribution of civil judgments.
- Custody function provides for the custodial care of the inmates housed at the jail facilities, including both sentenced and pre-trial inmates, through supervision of the inmate population and provision of clothing and meals, and medical, mental health, and dental services; preparation of the inmate for return to the community through provision of substance abuse treatment services, case management re-entry services, and vocational services; and management of the work furlough, work release and electronic monitoring programs for low-level offenders.
- Field Operations function provides for the protection of County residents in unincorporated areas and their property through prevention and detection of criminal activity and apprehension of those responsible for the crime; safety and enforcement of Solano County waterways; crime scene investigations; evidence collection and storage; cold-case investigations; narcotics investigations; management of the automated biometrics identification system; maintenance and implementation of its

automated systems; 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; and death investigations and autopsies.

- Emergency Services function provides for the central coordination in all County disaster events, establishment of an emergency operations plan, provision of direction to first responders, and enlistment of aid from various State and local agencies; coordination of local search and rescue efforts; dispatch of Field Operations personnel to calls for service, and dispatch of local fire personnel and equipment through the countywide consolidated fire dispatch center.
- Compliance function provides for the implementation of operational standards; pre-employment background investigations; internal investigations; responses to public records requests; oversight of employee training and standards; and carry concealed weapons permitting.

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, as well as oversight of indigent burials.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- Post COVID-19 Era: With the acute effects of the COVID-19 Pandemic such as hospitalizations decreasing, the Sheriff's Office expects to return to providing services at pre-COVID-19 levels, reopening lobbies to walk-in clients and customers and in-person visitation to families of inmates. This reopening is expected to increase service requests impacting staffing resources. The Sheriff's Office will review operational approaches and look to identify technology solutions to aide in the increase in the requested services.
- Staffing and Recruitment: Staffing continues to be an issue as the Sheriff's Office vacancy rate is 13% or almost twice the Department's historical rate. The high vacancy rate is attributed to many factors including, but not limited to increased number of retirements; employees leaving the Sheriff's Office for lateral positions in other agencies; a lower number of applicants wishing to work in law enforcement; competitive job market offering higher pay scales and hiring incentives; and a lack of qualified candidates who can pass a pre-employment background investigation. Efforts to reduce this trend have included weekly meetings with the Department of Human Resources (HR), reassigning staffing resources and contracting with a local company to assist with pre-employment background investigations to accelerate potential onboarding of new hire candidates. The Sheriff's Office continues to work with HR to increase the number of applicants including using continuous recruitments and reaching out to prospective candidates through alternate methods, such as the public safety organizations and training academies. The Sheriff's Office has also increased awareness of job opportunities through advertising and recruitment efforts at local events.
- Emergency Management: The Office of Emergency Services (OES) coordinates trainings and exercises, oversees the volunteer program and public outreach activities. Emergency Operations Center activations remain high with more frequent wildfires and Public Safety Power Shutoffs to prevent fires. During activations, public safety and health are paramount and the routine work of 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. As disasters and events continue to occur more frequently, OES has been faced with challenges in maintaining adequate staffing levels to respond. The Recommended Budget includes a request to add 1.0 FTE Emergency Services Coordinator II. OES will continue to explore possible funding sources to augment staffing needs.
- Aging of County Facilities and Need for Continued Maintenance: The Sheriff's downtown campus was built in 1989 and the Claybank campus in 1979, both campuses and auxiliary buildings are in need of infrastructure renewal. The Sheriff's Office is currently working with the County Administrator and the Department of General Services on efforts to plan, fund, schedule, and efficiently complete the necessary work. Numerous County-approved capital projects such as the hot water and shower replacement in the Justice Center Detention Facility are underway and are expected to continue into FY2022/23.
- Data Storage: With newer technology there is a need to increase current data storage capacity to meet the demands to store

newer, higher-resolution video and images. Over the next three years, the Sheriff’s Office will need to continue to replace servers that store video data.

Accomplishments:

- Emergency Medical Dispatching: Emergency Medical Dispatch training and certification was achieved by all Dispatchers in the Solano County Dispatch Center. Emergency Medical Dispatch provides enhanced services to callers in an emergency, providing callers with medical emergency assistance to help treat patients until the responding unit arrives.
- FEMA Reimbursement: Office of Emergency Services continues the process to submit reimbursement documentation for the LNU Lightning Complex fire which occurred in 2020. As of April 2022, OES staff has successfully moved five of the fifteen total projects into obligation status, totaling over \$650,000 in reimbursement due to the County.
- Prison Rape Elimination Act Compliance (PREA): In Fall 2021, the Claybank Detention Facility successfully completed the PREA compliance audit process. Solano County jail facilities continue to be PREA compliant, upholding the County’s zero-tolerance policy for sexual harassment and/or abuse. To remain PREA compliant, each jail facility must undergo an audit every three years. The next audit of the Justice Center Detention Facility is set to begin in August 2022.
- Jail-Based Competency Treatment: In partnership with the Department of State Hospitals, the Solano Courts, and the County’s inmate mental health provider, WellPath, 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 2022, 55 inmates have been restored to competency.
- Narcan: The Narcan program equipped deputies and correctional officers with Narcan nasal spray for use in emergency situations to reverse the effects of an opioid overdose. Narcan is administered immediately in our jails if an inmate is showing symptoms of an overdose. An inmate given Narcan who is not experiencing an overdose will not be harmed by its use. In 2021, Narcan was administered to 17 inmates and as of April 2022, Narcan has been administered to 9 inmates.

**WORKLOAD INDICATORS**

<b>Administration</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Total annual civil papers received for processing	7,887	7,588	7,480	4,165	5,320
Number of restraining orders processed	2,143	1,690	1,734	1,487	1,847
Number of warrants processed	10,324	9,946	9,224	6,054	7,543

<b>Custody</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Number of bookings	15,555	15,356	13,238	10,509	9,968
Felonies	6,499	6,236	5,789	5,030	4,945
Misdemeanors	8,617	8,926	7,175	4,890	4,509
Other	439	194	272	588	514
Average daily population	975	769	733	540	630
Average stay (days)	22.9	18.3	20.3	18.8	21.9

<b>Law Enforcement and Investigative Services</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Number of calls for service - Patrol	58,624	57,600	46,159	46,382	43,725
Number of arrests	2,802	2,402	2,180	2,041	2,082
Number of Sheriff Emergency Response Team call-outs	7	14	31	36	30
Number of illegal dumping cases investigated	447	481	361	317	285

**Functional Area Summary**

**6550 – Fund 900-Sheriff/Coroner  
Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

Number of calls for service – Court Security	1,700	1,714	1,693	1,036	773
Number of prisoners transported - Court and other facilities	12,912	12,887	12,749	7,505	7,878
Number of prisoners transported – Medical & hospitalizations	416	323	469	172	307
Number of Forensic Services' crime scene call-outs	41	36	29	44	53
Number of property items processed	3,870	4,136	3,638	6,862	7,403
Number of suspect fingerprints analyzed	382	354	343	260	198
Number of felony sexual assault offender sweeps	12	8	8	3	5
Number of vessel inspections	704	406	577	483	608
Number of vessel assists	55	86	34	82	133
Number of Sheriff Enforcement Team compliance checks	245	209	385	347	365
Number of decedents received by Coroner	1,281	1,220	1,201	1,400	1,564
Number of autopsies	238	270	240	266	306
<b>Emergency Services</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Number of Emergency Operations Center Activations	3	3	6	3	4
Number of search and rescue operations	16	13	11	14	20
Number of calls for service - Dispatch	104,654	108,295	92,262	101,728	94,833
<b>Compliance</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Number of background investigations processed	346	510	562	466	453
Number of CCW permit applications (new/renewal/modified)	1,742	1,316	1,536	1,943	1,700
Number of public records requests processed	876	1,134	1,212	921	1379
Number of training hours provided to staff	30,771	27,139	31,465	27,000	24,120

**6550 – Fund 900-Sheriff/Coroner**  
**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection**

**Functional Area Summary**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	95,702,007	107,898,829	114,146,266	6,247,437	5.8%
COMPLIANCE	326,163	280,270	325,849	45,579	16.3%
CUSTODY	9,262,632	7,850,076	8,749,529	899,453	11.5%
FIELD OPERATIONS	13,985,534	16,911,158	17,186,018	274,860	1.6%
EMERGENCY SERVICES	1,037,328	705,451	791,946	86,495	12.3%
<b>TOTAL REVENUES</b>	<b>120,313,664</b>	<b>133,645,784</b>	<b>141,199,608</b>	<b>7,553,824</b>	<b>5.7%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	24,546,358	28,415,184	28,065,655	(349,529)	(1.2%)
COMPLIANCE	4,017,224	3,596,267	4,908,471	1,312,204	36.5%
CUSTODY	54,645,589	61,455,300	63,797,217	2,341,917	3.8%
FIELD OPERATIONS	32,299,746	35,479,410	39,112,040	3,632,630	10.2%
EMERGENCY SERVICES	3,930,697	4,699,623	5,316,225	616,602	13.1%
<b>TOTAL APPROPRIATIONS</b>	<b>119,439,614</b>	<b>133,645,784</b>	<b>141,199,608</b>	<b>7,553,824</b>	<b>5.7%</b>
<b>NET CHANGE</b>	<b>(874,050)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ADMINISTRATION	56	58	52	(6)	(10.3%)
COMPLIANCE	12	13	14	1	0.0%
CUSTODY	286	287	287	0	0.0%
FIELD OPERATIONS	167	166	173	7	4.2%
EMERGENCY SERVICES	27	28	29	1	3.6%
<b>TOTAL STAFFING</b>	<b>548</b>	<b>552</b>	<b>555</b>	<b>3</b>	<b>0.5%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$7,553,824 or 5.7% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. As a result, the General Fund Contribution is increased by \$3,727,706 or 5.0%. The increase is largely attributed to Salaries and Employee Benefits, which reflect an increase of \$2,235,389 or 2.4% 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 one position for the Coroner’s Office and one position for Office of Emergency Services which is partially offset through an Emergency Management Performance Grant. Department of Information Technology charges for communication and central data processing, County Fleet charges, inmate medical and food costs, and the one-time purchases of fixed assets including both portable all-band radios and in-car radios also contributed to the increase.

The primary funding source for the Sheriff’s Office is County General Fund Contribution of \$78,178,119 or 55.4% of the Recommended Budget. The primary source of non-County revenue is Proposition 172 Public Safety Tax; \$35,640,732 or 25.2% of total revenues. The Public Safety Tax is tied to State sales tax revenue and is directly impacted by the State’s economy. The Sheriff’s Office is projecting an increase of \$3,080,263 or 9.5% in Proposition 172 tax revenues over the current year’s Adopted Budget as the State’s economy continues to rebound from the effects of the COVID-19 pandemic. Other principal funding sources include State payments for providing court security services, \$7,773,004 or 5.5% of total revenues; and State allocations under the 2011 Public Safety Realignment of \$7,783,403 or 5.5% of total revenues.

Administration and Support

The primary programs for Administration are Administrative Services and Employee Services. Other programs include Records and Warrants, Civil, and Technology Services.



The Recommended Budget for Administration is \$114,146,266 in revenues and \$28,065,655 in appropriations. These represent an increase of \$6,247,437 or 5.8% in revenues and a decrease of \$349,529 or 1.2% in appropriations when compared to the FY2021/22 Adopted Budget. The increase in revenues is primarily from increases to General Fund contribution and Proposition 172 revenues. Administration's Recommended Budget assumes Transfers-In from the Sheriff's Other Administered Funds will continue to offset costs of the Civil program. The decrease in expenditures is primarily due to moving Forensic Services and Cal-ID programs to the Field Operations Division; offset by increases in insurance rates, Countywide Administrative Overhead costs, central data processing services, radio communication services, and Salaries and Employee Benefits which increased primarily due to negotiated and approved labor contracts resulting in increases in wages, and CalPERS retirement costs.

The Administration Recommended Budget funds 52.0 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 \$8,749,529 in revenues and \$63,797,217 in appropriations. This represents an increase of \$899,453, or 11.5%, in revenues and an increase of \$2,341,917, or 3.8%, in appropriations when compared to the FY2021/22 Adopted Budget. The increase in revenues is primarily due to increased State funding for 2011 Public Safety Realignment – Community Corrections and 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 \$1,072,618 or 2.5% due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, insurance rates, and from fewer anticipated vacancies. Other significant cost increases are for contracted inmate food service costs, contracted medical, mental health, and dental services, contracted case management for inmate mental health and re-entry services, and for jail facility maintenance.

The 2011 Public Safety Realignment funding for Community Corrections is \$4,740,536 for FY2022/23. 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 287.0 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, Forensic Identification Services, the Sheriff's Emergency Response Team, the Armory, and the Coroner's Office.

The Recommended Budget for Field Operations is \$17,186,018 in revenues and \$39,112,040 in appropriations. This represents an increase of \$274,860, or 1.6%, in revenues and an increase of \$3,632,630, or 10.2%, in appropriations when compared to the FY2021/22 Adopted Budget. The increase in revenues is primarily due to moving Forensic Services and Cal-ID programs from the Administration and Support Division and increased State, federal, and other agencies funding; largely offset from the loss of providing contracted law enforcement services to the Solano Community College District. 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; Transfers-In from the Sheriff's Other Administered Funds will continue to offset costs of the Cal-ID program, and 2011 Public Safety Realignment funding will continue to support the Sheriff's Enforcement Team. The increase in expenditures is primarily due to moving Forensic Services and Cal-ID programs from the Administration and Support Division including increased Salaries and Employee Benefits which reflect an increase of \$1,615,343 or 5.2% due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates. Other significant cost

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increases are for contracted forensic pathology services, software maintenance and support for LiveScan stations, and fixed assets purchases.

The 2011 Public Safety Realignment program budget allocation for Community Corrections is \$1,285,544 for FY2022/23. 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 173.0 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 \$791,946 in revenues and \$5,316,225 in appropriations. This represents an increase of \$86,495, or 12.3%, in revenues and an increase of \$616,602, or 13.1%, in appropriations when compared to the FY2021/22 Adopted Budget. The increase in revenues is due 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 which reflect an increase of \$353,355 or 8.9% due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates and an increase for one new requested position to enhance emergency response preparedness. Other significant cost increases are for contracted consulting services and countywide training.

The Recommended Emergency Services division funds 29.0 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 \$325,849 in revenues and \$4,908,471 in appropriations. These represent an increase of \$45,579 or 16.3% in revenues and an increase of \$1,312,204 or 36.5%, in appropriations when compared to the FY2021/22 Adopted Budget. The increase in revenues is primarily due to increased State funding for Standards and Training for Corrections and more anticipated carry concealed weapons permits issued. 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 increases in leased equipment and Salaries and Employee Benefits which reflect an increase of \$295,465 or 10.0% due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates, and an increase in training costs.

The Compliance Recommended Budget funds 14.0 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 \$18.6 million. Ten services with significant appropriations represented by individual and/or multiple service contracts are listed below. Several contracts are revenue-offset.

- \$12,372,000 for medical, dental & mental health care to inmates.
- \$2,250,000 for food service to inmates.
- \$1,125,000 for Jail-Based Competency Treatment for defendants.
- \$600,000 for forensic pathology services.
- \$525,000 for re-entry services for mentally ill offenders.
- \$485,000 for case management service to inmates.

- \$225,000 for consultant services to update the Solano Operational Area’s Emergency Operations Plan.
- \$138,000 for employment readiness skills for inmates.
- \$117,000 for security guard services necessary for Sheriff to meet contracted obligations.
- \$87,000 for body transport services of decedents.

Fixed Assets

The FY2022/23 Recommended Budget includes the following fixed assets:

- \$1,279,000 for 90 in car APX 8500 series radios and accessories and 68 portable APX 8000 series radios and accessories to replace single band VHF radios to enable Field Operations to communicate with other law enforcement agencies and first responders.
- \$149,000 for one shallow draft vessel and accompanying trailer for Marine Patrol to assist in navigating shallow waterways, rebudgeted from FY2021/22 due to lengthy vessel build times and funded by a State of California, Department of Boating and Waterways Boating Safety and Enforcement Equipment Grant.
- \$117,000 for the purchase of two replacement Network Attached Storage servers at the Rourk Vocational Training Center and Stanton Correctional Facility.
- \$100,000 for the purchase and installation of two ADA compliant inmate transport cages in replacement vehicles for the Transportation bureau.
- \$23,600 for four rifle rated ballistic shields for the Sheriff’s Emergency Response Team and Patrol to ensure safety during operations or emergency responses where hostile rifle fire may be encountered.

**DEPARTMENT COMMENTS**

Public Safety Realignment for Community Corrections (AB 109)

The 2021 calendar year reflects little change as the combined average daily population at the three detention facilities was 119 AB 109 inmates, up slightly from 109 inmates for the 2020 calendar year. Using the 2021 average daily population and the FY2022/23 Board approved daily bed rate of \$382.00, approximately \$16.6 million of costs may be attributed to Public Safety Realignment inmates. Although the Sheriff’s Office anticipates receiving \$4.7 million of the County’s share of Public Safety Realignment for custody operations, the revenue is insufficient to cover the full program costs. County General Fund dollars must make up the difference.

Radio Interoperability

The Recommended Budget includes \$1,279,000 to purchase 90 in-car radios and accessories and 68 portable radios and accessories to replace single band VHF radios. This purchase will greatly improve radio interoperability enabling Field Operations to communicate with other law enforcement agencies and first responders.

Inmate Population

The inmate population has slightly fluctuated over the past 12 months. The Sheriff’s Office anticipates an average daily population of 615 inmates for FY2022/23, down 10 inmates from the 625 anticipated for FY2021/22. The Recommended Budget reflects appropriations for inmate food service, inmate medical, mental health and dental services, and inmate supplies.

Jail Maintenance

The transfer of responsibility for jail facility maintenance occurred in September 2021. The Recommended Budget includes salary and benefits costs for 1.0 FTE Facility Operations Supervisor and 3.0 FTE Building Trades Mechanics, tools, training, vehicle expenses, clothing, and increases for equipment and building maintenance. As FY2022/23 will be the first full fiscal year of the program, the Sheriff’s Office will continue to monitor expenditures closely.

Contracted Jail-Based Competency Treatment

On November 12, 2018, the Board approved a five-year agreement with the California Department of State Hospitals for an in-house Jail-Based Competency Treatment (JBCT) program. Projections using the five-year average daily rate 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 retained excess funds collected in Years 1 and 2 as deferred revenue to use in subsequent years. The Recommended Budget includes sufficient revenue to fully offset Year 4 expenditures.

Rourk Vocational Training Center

With the continued low number of eligible low-risk inmates for programs the Sheriff’s Office is working with the Probation Department to increase participant numbers by accepting eligible probationers. The Recommended Budget includes increased appropriations for program start-up and ongoing supplies as the Sheriff’s Office anticipates introducing new vocational training programs in FY2022/23. Approximately \$200,000 in additional supplies and instructor expenses are being purchased through the Inmate Welfare Fund.

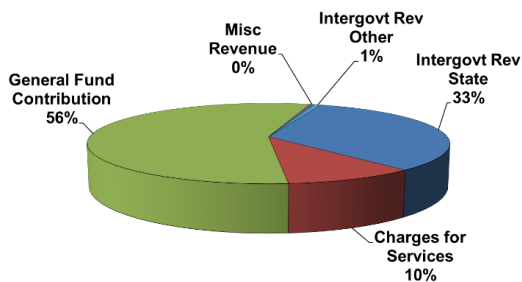
Rio Vista Law Enforcement Services

On June 8, 2021, the Board approved a new two-year agreement with the City of Rio Vista for the Sheriff’s Office to provide law enforcement services to the City. The Recommended Budget includes \$2,878,981 in appropriations and offsetting revenue to fund continued law enforcement services through June 30, 2023.

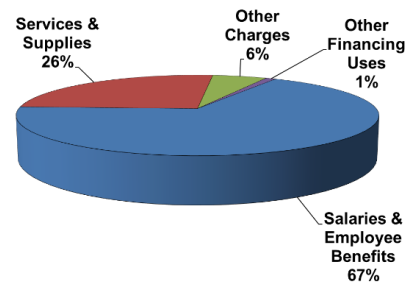
Departmental Fees

Department-wide fee increases are primarily due to wage increases from merit/step increases and cost-of-living adjustments. The Recommended Budget reflects a small increase in fee revenue.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

**6550 – Fund 900-Sheriff/Coroner  
Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	127,639	98,070	112,840	14,770	15.1%
FINES, FORFEITURES, & PENALTY	369,877	136,000	159,621	23,621	17.4%
REVENUE FROM USE OF MONEY/PROP	8,000	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	41,911,470	41,973,327	45,965,692	3,992,365	9.5%
INTERGOVERNMENTAL REV FEDERAL	6,453,045	299,000	253,500	(45,500)	(15.2%)
INTERGOVERNMENTAL REV OTHER	1,211,471	825,669	1,085,958	260,289	31.5%
CHARGES FOR SERVICES	12,026,780	14,498,913	14,196,433	(302,480)	(2.1%)
MISC REVENUE	993,453	805,597	626,929	(178,668)	(22.2%)
OTHER FINANCING SOURCES	580,709	558,795	620,516	61,721	11.0%
GENERAL FUND CONTRIBUTION	56,631,219	74,450,413	78,178,119	3,727,706	5.0%
<b>TOTAL REVENUES</b>	<b>120,313,664</b>	<b>133,645,784</b>	<b>141,199,608</b>	<b>7,553,824</b>	<b>5.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	79,813,121	92,254,783	94,490,172	2,235,389	2.4%
SERVICES AND SUPPLIES	30,335,411	33,997,660	36,280,732	2,283,072	6.7%
OTHER CHARGES	7,476,420	6,547,739	7,967,798	1,420,059	21.7%
F/A EQUIPMENT	1,174,025	113,000	1,668,388	1,555,388	1376.4%
F/A - INTANGIBLES	44,160	0	0	0	0.0%
OTHER FINANCING USES	1,215,283	1,410,683	1,482,119	71,436	5.1%
INTRA-FUND TRANSFERS	(618,806)	(678,081)	(689,601)	(11,520)	1.7%
<b>TOTAL APPROPRIATIONS</b>	<b>119,439,614</b>	<b>133,645,784</b>	<b>141,199,608</b>	<b>7,553,824</b>	<b>5.7%</b>
<b>NET CHANGE</b>	<b>(874,051)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- \$2,235,389 net increase in Salaries and Employee Benefits primarily related to:
  - \$1,168,000 increase for COLAs, merit and longevity increases based on approved labor agreements.
  - \$570,000 increase for medical, vision, dental and life insurance rate changes.
  - \$553,000 decrease for workers compensation and unemployment insurance rates as insurance providers rolled back rates or introduced a rate holiday.
  - \$347,000 increase in Accrued Leave Payoffs.
  - \$209,000 increase related to Retirement and Other Pension Obligation Benefit (OPEB) costs.
  - \$134,000 increase for the requested 1.0 FTE Emergency Services Coordinator II to enhance emergency response preparedness; partially offset with Emergency Management Performance Grant funds.
  - \$425,000 reduction to salary savings due to fewer anticipated vacancies.
- \$3,080,000 increase in Prop 172 Sales Tax revenue.
- \$1,279,000 increase in fixed assets communication equipment to purchase replacement radios necessary for interoperability.
- \$1,098,125 decrease in law enforcement services revenue due to the termination of the contract with the Solano Community College District.
- \$924,000 increase for body-worn and in-car camera system rentals as Year 1 payment was prepaid in FY2020/21.
- \$450,000 increase in 2011 Public Safety Realignment – Community Corrections funding to offset expanded inmate case management services.

- 
- \$468,000 increase in equipment and building maintenance costs related to the newly created Facility Management Division as the Sheriff's Office is now responsible for jail facility maintenance.
  - \$360,000 increase in contracted inmate medical, mental health, and dental services as part of an annual price adjustment per the contract.
  - \$225,000 increase in consulting services to update the County's Emergency Operations Plan.
  - \$149,000 increase fixed assets equipment to purchase a replacement vessel for Marine Patrol; entirely offset with State grant funds.
  - \$108,000 increase in contracted inmate food costs as part of an annual price adjustment per the contract.
  - \$68,000 increase to refresh two servers that provide high-resolution video storage for the Rourk Vocational Training Center and the Stanton Correctional Facility.
  - \$60,000 increase for an enhancement to the jail management system software application.
  - \$60,000 increase in Transfers-Out Fleet to purchase a new vehicle for the Community Oriented Policing program.
  - \$52,000 increase in contracted security services as the Solano County fair and the Dixon May Fair are set to return to in-person attendance.

Changes in allocated Share of County Costs:

- \$530,000 increase to liability insurance.
- \$385,000 decrease to worker's compensation insurance.
- \$352,000 increase in communications costs.
- \$295,000 increase in central data processing costs.
- \$261,000 increase to property insurance.
- \$168,000 decrease to unemployment insurance.
- \$75,000 increase in Countywide Administrative Overhead costs.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2021/22 Budget are provided below:

In September 2021, Human Resources approved:

- Added 1.0 FTE Limited-term Custody Sergeant to provide extended leave medical backfill.

In September 2021, the following Interdepartmental transfer occurred:

- Transferred 1.0 Correctional Officer from Custody Division to Compliance Division to assist with pre-employment background investigations.

In November 2021, the following Interdepartmental transfers occurred:

- Transferred 1.0 Sheriff Forensic & Records Services Manager from the Administration Division to the Field Operations Division to better align with Sheriff Operations.
- Transferred 1.0 Identification Bureau Supervisor from the Administration Division to the Field Operations Division to better align with Sheriff Operations.
- Transferred 2.0 Evidence Technician from the Administration Division to the Field Operations Division to better align with Sheriff Operations.
- Transferred 2.0 Latent Fingerprint Examiner from the Administration Division to the Field Operations Division to better align with Sheriff Operations.

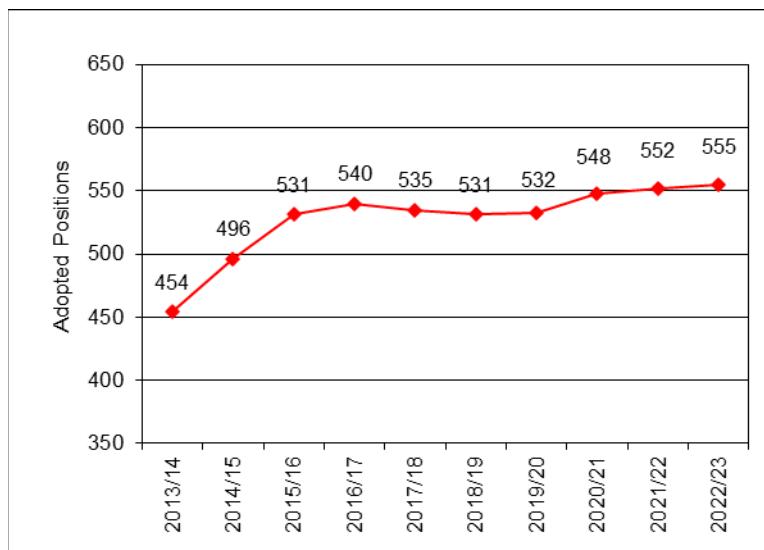
In March 2022, the Board of Supervisors approved the following position changes as part of the Midyear Budget:

- Added 1.0 FTE Coroner Forensic Technician to assist with the increased Coroner workload including autopsies.
- Converted 3.0 FTE Office Assistant IIs to 3.0 FTE Legal Procedures Clerks to provide greater staffing flexibility for 24/7 operations in Records and Warrants.

The FY2022/23 Recommended Budget includes the following position allocation changes:

- Add 1.0 FTE Emergency Services Coordinator II to enhance emergency response preparedness, funded by the General Fund with a partial offset of Emergency Management Performance Grant funds.
- Extend 1.0 FTE Custody Sergeant Limited-Term to June 30,2023 to provide extended leave medical backfill.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Proposed Changes to Title 15 for Adult Detention Facilities

On November 18, 2021, the CA Board of State and Community Corrections (BSCC) approved changes to the regulations governing the operations of local detention facilities. Among other various updates, the proposed revisions will update existing definitions and requirements to reflect current best practices, update outdated and inappropriate terminology, prohibit the use of carotid restraints (pursuant to Government Code §7286.5), promote least restrictive methods of restraints, expand safety check requirements, align suicide prevention requirements with best practices, define and expand the amount of hours dedicated to “out of cell time,” and emphasize the responsibility to provide clothing and mattresses that are clean, free of stains, holes and tears. The proposed revisions will also repeal an outdated section by eliminating §1247 “Disciplinary Separation Diet” from Title 15. The changes are with the Office of Administrative Law for public comment, adoption, and implementation. The revised regulations would become effective on July 1, 2022. The Sheriff’s Office is monitoring these proposed changes and has concerns that some may be costly and difficult, if not impossible, to administer and implement due to current staffing levels, facility design, and safety and security reasons.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**6550 – Fund 900-Sheriff/Coroner**  
**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
4110 CIVIL PROCESSING FEES	100,714	128,506	121,391	(7,115)	(5.5%)
4120 SHERIFF ASSET SEIZURE	6,759	1,000	350	(650)	(65.0%)
2535 EMERGENCY MGMT PERFORM GRANTS	152,276	101,163	174,718	73,555	72.7%
2536 FLOOD EMERGENCY RESPONSE GRANT	24,911	38,000	70,897	32,897	86.6%
2537 HAZARD MITIGATION GRANTS	151,874	23,070	0	(23,070)	(100.0%)
2538 URBAN AREAS SEC INITIATIVE	195,950	114,126	207,573	93,447	81.9%
2539 HOMELAND SECURITY GRANTS	452,242	782,013	866,310	84,297	10.8%
4050 AUTOMATED IDENTIFICATION	502,627	488,209	507,256	19,047	3.9%
4052 VEHICLE THEFT INVES/RECOVERY	525,026	505,000	525,000	20,000	4.0%
2850 ANIMAL CARE SERVICES	3,734,938	4,044,970	3,846,387	(198,583)	(4.9%)
5460 IND BURIAL VETS CEM CARE	10,028	8,500	9,000	500	5.9%
<b>APPROPRIATIONS</b>					
4110 CIVIL PROCESSING FEES	145,977	107,833	109,199	1,366	1.3%
4120 SHERIFF ASSET SEIZURE	31,195	13,924	18,106	4,182	30.0%
2535 EMERGENCY MGMT PERFORM GRANTS	152,275	87,655	174,718	87,063	99.3%
2536 FLOOD EMERGENCY RESPONSE GRANT	27,679	38,000	70,897	32,897	86.6%
2537 HAZARD MITIGATION GRANTS	168,748	23,070	0	(23,070)	(100.0%)
2538 URBAN AREA S SEC INITIATIVE	241,908	114,126	207,573	93,447	81.9%
2539 HOMELAND SECURITY GRANTS	406,284	782,013	866,310	84,297	10.8%
4050 AUTOMATED IDENTIFICATION	420,826	453,157	503,018	49,861	11.0%
4052 VEHICLE THEFT INVES/RECOVERY	564,334	568,700	588,537	19,837	3.5%
2850 ANIMAL CARE SERVICES	4,271,917	4,772,169	5,054,855	282,686	5.9%
5460 IND BURIAL VETS CEM CARE	24,948	36,704	36,348	(356)	(1.0%)
<b>NET CHANGE</b>					
4110 CIVIL PROCESSING FEES	45,263	(20,673)	(12,192)	8,481	(41.0%)
4120 SHERIFF ASSET SEIZURE	24,436	12,924	17,756	4,832	37.4%
2535 EMERGENCY MGMT PERFORM GRANT	(1)	(13,508)	0	13,508	(100.0%)
2536 FLOOD EMERGENCY RESPONSE GRAI	2,768	0	0	0	0.0%
2537 HAZARD MITIGATION GRANTS	16,875	0	0	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	45,958	0	0	0	0.0%
2539 HOMELAND SECURITY GRANTS	(45,958)	0	0	0	0.0%
4050 AUTOMATED IDENTIFICATION	(81,800)	(35,052)	(4,238)	30,814	(87.9%)
4052 VEHICLE THEFT INVES/RECOVERY	39,307	63,700	63,537	(163)	(0.3%)
2850 ANIMAL CARE SERVICES	536,979	727,199	1,208,468	481,269	66.2%
5460 IND BURIAL VETS CEM CARE	14,920	28,204	27,348	(856)	(3.0%)

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



**FUNCTION AND RESPONSIBILITIES**

Under authority of Government Code (GC) §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 GC §26731 (Portion of Civil Fees Collected) and GC §26746 (Debtor Processing Assessment Fee):

- GC §26731 – \$18 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 \$7,115 or 5.5% in revenues and an increase of \$1,366 or 1.3% in appropriations when compared to the FY2021/22 Adopted Budget. The net decrease in revenues is primarily due to a decrease in Interest Income. The increase in expenditures is related to an increase in Other Financing Uses which includes an Operating Transfer-Out of \$109,199 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 §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. The Recommended Budget includes \$61,766 of restricted funds in Operating Transfer-Out.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	53,226	106,881	67,435	(39,446)	(36.9%)
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	9,731	14,627	6,523	(8,104)	(55.4%)
	<u>37,757</u>	<u>6,998</u>	<u>47,433</u>	<u>40,435</u>	<u>577.8%</u>
<b>TOTAL REVENUES</b>	<b>100,714</b>	<b>128,506</b>	<b>121,391</b>	<b>(7,115)</b>	<b>(5.5%)</b>
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	145,977	107,833	109,199	1,366	1.3%
<b>TOTAL APPROPRIATIONS</b>	<b>145,977</b>	<b>107,833</b>	<b>109,199</b>	<b>1,366</b>	<b>1.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>45,263</b>	<b>(20,673)</b>	<b>(12,192)</b>	<b>8,481</b>	<b>(41.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

GC §26731 restricts 95% of funds for implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems for the Sheriff's Civil Division and only 5% can be used for operations. It would be advantageous for Solano County to pursue a legislative change to modify these percentages.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**FUNCTION AND RESPONSIBILITIES**

The Sheriff’s Office, in its role as a law enforcement agency, arrests and assists other local law enforcement agencies with the arrests of suspected drug dealers. 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 §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 a decrease of \$650 or 65% in revenues and an increase of \$4,182 or 30% in appropriations when compared to the FY2021/22 Adopted Budget, resulting in a decrease in Fund Balance of \$17,756. The decrease in revenues is due to a decrease in Interest Income. The increase in appropriations is due to an increase in Operating Transfers-Out totaling \$18,458 to the Sheriff’s operating budget (Fund 900 – BU 6550) to support the Narcotics Canine Program. 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 state 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	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	4,602	0	0	0	0.0%
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	1,513 643	1,000 0	350 0	(650) 0	(65.0%) 0.0%
<b>TOTAL REVENUES</b>	<b>6,759</b>	<b>1,000</b>	<b>350</b>	<b>(650)</b>	<b>(65.0%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	0	93	(352)	(445)	(478.5%)
OTHER FINANCING USES	31,195	13,831	18,458	4,627	33.5%
<b>TOTAL APPROPRIATIONS</b>	<b>31,195</b>	<b>13,924</b>	<b>18,106</b>	<b>4,182</b>	<b>30.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>24,436</b>	<b>12,924</b>	<b>17,756</b>	<b>4,832</b>	<b>37.4%</b>

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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. The Office of Emergency Services participates with other members of the Solano County Operational Approval Authority, consisting of representatives from local fire, health, and law enforcement agencies (i.e., city fire departments, fire districts, city police departments, and County Health & Social Services) to apply for federal EMPG program funds. The collective grant funds received are administered by the Office of Emergency Services and used in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$73,555 or 72.7% in revenues and an increase of \$87,063 or 99.3% in expenditures when compared to the FY2021/22 Adopted Budget. The net increases in revenue and appropriations are due to the expected completion of the 2020 EMPG grant and the result of the carryforward balances from the 2021 EMPG grant and the 2021 EMPG American Rescue Plan Act Program (EMPG-ARPA) grant.

The appropriations support the remaining 2021 EMPG and the 2021 EMPG-ARPA funded projects which include:

- \$98,346 for annual subscription for the mass alert and warning software supporting Alert Solano.
- \$12,655 to support Management and Administrative costs to administer the accounting and fiscal activities of the grant.
- \$3,000 for advertising the need for emergency preparedness as required by Cal-OES.
- \$567 for office supplies to support the Emergency Operations Center.

Contracts

The FY2022/23 Recommended Budget includes \$15,150 for a consultant to develop a new workspace plan for the Emergency Operations Center.

Fixed Assets

The FY2022/23 Recommended Budget includes \$45,000 to purchase office furniture and cubicles.

**DEPARTMENT COMMENTS**

The 2021 EMPG grant period ends June 30, 2023 and the 2021 EMPG-ARPA grant period ends June 30, 2023. The 2022 EMPG grant is expected to be awarded around October 2022, and the Sheriff’s Office will return to the Board with an Appropriations Transfer Request to recognize the unanticipated revenue and related project expenditures based on the grant award. The 2022 EMPG grant is expected to continue to partially fund one allocated Emergency Services Coordinator II position.

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	152,276	101,163	174,718	73,555	72.7%
<b>TOTAL REVENUES</b>	<b>152,276</b>	<b>101,163</b>	<b>174,718</b>	<b>73,555</b>	<b>72.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	50,974	5,345	12,655	7,310	136.8%
SERVICES AND SUPPLIES	101,301	82,310	117,063	34,753	42.2%
F/A EQUIPMENT	0	0	45,000	45,000	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>152,275</b>	<b>87,655</b>	<b>174,718</b>	<b>87,063</b>	<b>99.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(1)</b>	<b>(13,508)</b>	<b>0</b>	<b>13,508</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes:

- \$42,481 decrease in grant revenue and appropriations due to the completion of the 2020 EMPG grant projects.
- \$111,982 increase in grant revenues and appropriations to re-budget the 2021 EMPG grant projects.
- \$62,736 increase in grant revenues and appropriations to re-budget the 2021 EMPG-ARPA grant projects.

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

# Summary of Other Administered Budgets 2536 – Fund 256-Flood Emergency Response Grants

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, and County Health & Social Services) to apply for Flood Emergency Response Grant program funds. The collective grant funds received are administered by OES and expended in accordance with an agreed upon expenditure plan.

## DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$32,897 or 86.6% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The net increases in revenue and expenditures are the result of the carryforward balance from the 2017 Emergency Flood Response – Delta Round 2 grant.

The appropriations support the remaining 2017 Delta Round 2 funded project which includes:

- \$65,321 to purchase emergency flood fight materials which will be distributed to the Reclamation Districts within the Delta.
- \$5,578 for Standardized Emergency Management System (SEMS) and Incident Command System (ICS) trainings.

No County General Fund dollars are included in this budget.

### Contracts

None.

### Fixed Assets

None.

## DEPARTMENT COMMENTS

The 2017 Emergency Flood Response – Delta Round 2 grant period ends July 26, 2022.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	24,911	38,000	70,897	32,897	86.6%
<b>TOTAL REVENUES</b>	<b>24,911</b>	<b>38,000</b>	<b>70,897</b>	<b>32,897</b>	<b>86.6%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	38,000	5,576	(32,424)	(85.3%)
OTHER CHARGES	27,679	0	65,321	65,321	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>27,679</b>	<b>38,000</b>	<b>70,897</b>	<b>32,897</b>	<b>86.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>2,768</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

## SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes:

- \$70,897 in grant revenues and appropriations to re-budget the 2017 Emergency Flood Response – Delta Round 2 grant projects in FY2022/23.

**2536 – Fund 256-Flood Emergency Response Grants Summary of Other Administered Budgets**  
**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection**

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**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**FUNCTION AND RESPONSIBILITIES**

The Hazard Mitigation Grant (HMG) 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 hazard mitigation planning activities. The Solano County Office of Emergency Services (OES) coordinates countywide efforts to identify hazards, determine likely impacts, set mitigation goals, and determine and prioritize appropriate mitigation strategies. These efforts culminate in a local hazard mitigation plan to serve as a blueprint for hazard mitigation planning to better protect the people and property of the Solano Operational Area from the effects of future natural hazard events such as wildfires, flooding, earthquakes, landslides, severe weather storms, and drought. The Office of Emergency Services participates with other members of the Solano County Operational Area, consisting of representatives from the cities and special districts within the County boundaries, and neighboring counties. 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 a decrease of \$23,070 in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The net decreases in revenue and appropriations are the result of the grant period closing, effective June 20, 2022.

The Recommended Budget represents no revenues and no appropriations for FY2022/23.

**DEPARTMENT COMMENTS**

The 2020 Hazard Mitigation grant period ended June 20, 2022.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	151,874	23,070	0	(23,070)	(100.0%)
<b>TOTAL REVENUES</b>	<b>151,874</b>	<b>23,070</b>	<b>0</b>	<b>(23,070)</b>	<b>(100.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	168,748	23,070	0	(23,070)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>168,748</b>	<b>23,070</b>	<b>0</b>	<b>(23,070)</b>	<b>(100.0%)</b>
<b>NET COUNTY COST</b>	<b>16,875</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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 countywide 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 an increase of \$93,447 or 81.9% in both revenue and appropriations when compared to the FY2021/22 Adopted Budget. The net increases in revenue and expenditures are due to the expected completion of the 2020 UASI grant award and the result of the carryforward balance from the 2021 UASI grant awarded in FY2021/22.

The appropriations support the 2021 UASI funded projects which include:

Fixed Assets

- \$193,975 to purchase microwave radio equipment to support the Interoperability Communications Project.
- \$13,598 to purchase one biological incubator and one laboratory freezer to be used by the County Public Health Lab servicing Solano, Napa, Yolo, and Marin counties.

No County General Fund dollars are included in this budget.

**DEPARTMENT COMMENTS**

The 2021 UASI grant period ends December 31, 2022.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	195,950	114,126	207,573	93,447	81.9%
<b>TOTAL REVENUES</b>	<b>195,950</b>	<b>114,126</b>	<b>207,573</b>	<b>93,447</b>	<b>81.9%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	177,050	0	0	0	0.0%
F/A EQUIPMENT	64,858	114,126	207,573	93,447	81.9%
<b>TOTAL APPROPRIATIONS</b>	<b>241,908</b>	<b>114,126</b>	<b>207,573</b>	<b>93,447</b>	<b>81.9%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>45,958</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes:

- \$207,573 in grant revenue and appropriations to budget for the 2021 UASI grant projects in FY2022/23.

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

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### **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 \$84,297 or 10.8% in revenues and appropriations when compared to the FY2021/22 Adopted Budget. The net increases in revenues and expenditures are due to the expected completion of the 2019 HSG award, and the result of the carryforward balances from the 2020 and the 2021 HSGs awarded in FY2020/21 and FY2021/22, respectively.

The appropriations support the remaining 2020 and 2021 HSG-funded projects which include:

- \$54,312 to purchase an urban search and rescue team equipment trailer for Fairfield Fire Department.
- \$50,000 for joint-agency Hazardous Materials Team training.
- \$45,187 to purchase an urban search and rescue off-road vehicle and trailer for Fairfield Fire Department.
- \$40,000 to conduct a multi-jurisdictional operational area full scale multi-casualty exercise.
- \$38,097 to fund a part-time employee to conduct domestic violent extremism awareness public outreach.
- \$36,500 for urban search and rescue training for Fairfield Fire Department.
- \$29,601 to purchase detection equipment for the joint-agency Hazardous Materials Team.
- \$28,849 to purchase personal protective equipment for Benicia and Rio Vista Fire Departments unified response to violent incident teams.
- \$26,550 to purchase urban search and rescue shoring equipment for Fairfield Fire Department.
- \$26,385 to purchase 16 modems with encryption and accessories for the Sheriff's Office.
- \$25,000 to purchase supplies for the County Public Health laboratory.
- \$22,576 for swift water training and supplies for Benicia Fire Department.
- \$20,820 to purchase urban search and rescue vehicle stabilization equipment for Vallejo Fire Department.
- \$17,000 to purchase five ballistic helmets with communication capabilities for the Vallejo Police Department.
- \$12,000 to purchase three portable generators for County Public Works.
- \$48,268 to support Management and Administration costs to administer the accounting and fiscal activities of the grant.

#### Contracts

- \$10,638 for consultant to manage the multi-jurisdictional operational area full scale multi-casualty exercise.

#### Fixed Assets

- \$193,859 for the purchase of Interoperable Radio Communications equipment to include portable radios, radio repeaters, microwave radio equipment, radio towers and antennas.
- \$45,187 to purchase an off-road vehicle and equipment trailer.
- \$43,698 to purchase five network switches and expansion modules.

- \$51,783 for the purchase of six automated-license plate reader systems including cameras and mounts.

No County General Fund dollars are included in this budget.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	452,242	782,013	866,310	84,297	10.8%
<b>TOTAL REVENUES</b>	<b>452,242</b>	<b>782,013</b>	<b>866,310</b>	<b>84,297</b>	<b>10.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,938	48,759	86,365	37,606	77.1%
SERVICES AND SUPPLIES	39,852	83,385	74,023	(9,362)	(11.2%)
OTHER CHARGES	112,135	375,985	371,395	(4,590)	(1.2%)
F/A EQUIPMENT	251,359	273,884	334,527	60,643	22.1%
<b>TOTAL APPROPRIATIONS</b>	<b>406,284</b>	<b>782,013</b>	<b>866,310</b>	<b>84,297</b>	<b>10.8%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(45,958)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes:

- \$359,016 in grant revenue and appropriations due to re-budget of the 2020 HSG projects.
- \$507,294 in grant revenue and appropriations due to re-budget of the 2021 HSG projects.

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 §76102 and California Vehicle Code §9250.19(f), 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 Penal Code §11112.2, 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 \$19,047 or 3.9% in revenue and an increase of \$49,861 or 11% in appropriations when compared to the FY2021/22 Adopted Budget, resulting in an increase in Fund Balance of \$4,238. The increase in revenues reflects an increase in court assessments and a projected increase in the number of vehicles to be registered in the county. The increase in expenditures is due to an increase in Operating Transfer-Out to offset salary and benefit costs in the Sheriff's operating budget. Other Financing Uses includes an Operating Transfer-Out of \$492,859 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.

**Summary of Other Administered Budgets**

**4050 – Fund 326-Automated Identification**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	500,748	484,651	505,445	20,794	4.3%
REVENUE FROM USE OF MONEY/PROP	1,892	3,558	1,811	(1,747)	(49.1%)
CHARGES FOR SERVICES	(13)	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>502,627</b>	<b>488,209</b>	<b>507,256</b>	<b>19,047</b>	<b>3.9%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	17,289	16,026	10,159	(5,867)	(36.6%)
OTHER FINANCING USES	403,537	437,131	492,859	55,728	12.7%
<b>TOTAL APPROPRIATIONS</b>	<b>420,826</b>	<b>453,157</b>	<b>503,018</b>	<b>49,861</b>	<b>11.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(81,800)</b>	<b>(35,052)</b>	<b>(4,238)</b>	<b>30,814</b>	<b>(87.9%)</b>

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection/Protection & Inspect**

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**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 §76102 and California Vehicle Code §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 2021, the task force recovered 206 stolen vehicles valued at \$3,261,948 and made 81 vehicle theft arrests during the course of their investigations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$20,000 or 4% in revenues and an increase of \$19,837 or 3.5% in appropriations when compared to the FY2021/22 Adopted Budget, resulting in a decrease to Fund Balance of \$63,537. The increase in revenues reflects an increase in the number of vehicles projected to be registered within the County. The increase in expenditures is primarily due to Salaries and Employee Benefits that reflect an increase of \$13,038 or 3.2% primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs and workers compensation rates and a \$15,058 increase in Service and Supplies primarily due to an increase in County Garage Service costs. No County General Fund dollars are included in this budget.

Contracts

Contract services include \$36,000 in Contributions to Other Agencies for vehicle theft investigation and recovery assistance provided by the California Highway Patrol.

Fixed Assets

None.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

None.



**Summary of Other Administered Budgets**

**4052 – Fund 326-Vehicle Theft Inves/Recovery**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection/Protection & Inspect**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	519,769	505,000	525,000	20,000	4.0%
REVENUE FROM USE OF MONEY/PROP	1,696	0	0	0	0.0%
OTHER FINANCING SOURCES	3,562	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>525,026</b>	<b>505,000</b>	<b>525,000</b>	<b>20,000</b>	<b>4.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	389,065	404,118	417,156	13,038	3.2%
SERVICES AND SUPPLIES	101,976	113,180	128,238	15,058	13.3%
OTHER CHARGES	36,469	36,000	36,000	0	0.0%
F/A EQUIPMENT	30,396	8,348	0	(8,348)	(100.0%)
OTHER FINANCING USES	6,428	7,054	7,143	89	1.3%
<b>TOTAL APPROPRIATIONS</b>	<b>564,334</b>	<b>568,700</b>	<b>588,537</b>	<b>19,837</b>	<b>3.5%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>39,307</b>	<b>63,700</b>	<b>63,537</b>	<b>(163)</b>	<b>(0.3%)</b>

<b>STAFFING</b>					
VEHICLE THEFT INVES/RECOVERY	2	2	2	0	0.0%
<b>TOTAL STAFFING</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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**DEPARTMENTAL PURPOSE**

Animal Care Services is organized into two distinct functions: Animal Care and Animal Control. The Animal Care division provides countywide shelter services, which includes the seven cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo. The Animal Control Division provides services for the unincorporated areas of the County and for the City of Vallejo through a service contract.

**FUNCTION AND RESPONSIBILITIES**

Animal Care

Under the authority of Chapter 4 of the Solano County Ordinances and Memorandum of Understanding with the seven 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; 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 §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 office staff 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. Additionally, retention and hiring of experienced Registered Veterinary Technicians (RVT's) has been an ongoing challenge. Per the Business and Professions Code, only a licensed Veterinarian or RVT can induce anesthesia; therefore, maintaining or increasing spay-neuter surgeries is hindered when there are RVT vacancies.
- *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 enrichment to the animals. Animal Care has six active volunteers. The Animal Care Outreach and Volunteer Coordinator has broad responsibilities that not only include fundraising, public relations, coordinating a variety of community outreach activities and events, but also recruiting, managing, and maintaining the Animal Care Volunteer and Foster Program. These vast duties limit the time available for increasing and strengthening the volunteer program. The Sheriff's Office is working to find a dedicated volunteer to fill this need in the interim.
- *COVID-19:* During the pandemic, the public embraced fostering and adopting animals since most people were able to work from home. This fiscal year, the Department is seeing a potential surge in animals surrendered by the public due to several reasons including economic hardships and an increase of animals with behavior issues. Although Animal Care's goal is to increase the live release rate every year, this year will be even more challenging with the increased number of animals being impounded with behavior issues. Saving lives and protecting the public will require enhanced behavior programs and partnerships.

Accomplishments:

The Shelter live release rate continues to increase from 39% in 2011 to 88% in 2021. This is the highest live release rate in Animal Care history.

- *Life Saving Measures:* Animal Care has implemented a number of services and programs that have drastically reduced the euthanasia rate in the County. These efforts include the community cat program and 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. As a result, the number of animals euthanized has dramatically declined from 6,013 in 2011 to 626 in 2021, a 90% reduction.

- *Coordinated Intake:* Prior to coordinated intake, the shelter often operated at or above capacity in terms of space and staffing availability. Coordinated or managed intake approach is an appointment-based system that was implemented in response to expanding our lifesaving programs and impact from COVID-19. Coordinated intake allows shelter staff to triage, manage and reduce the flow of both owned pets and homeless animals into the shelter. With coordinated intake, shelter workflow becomes more predictable, allowing more effective and efficient staffing. The staff is now better able to provide individual care and attention to each animal and sometimes their owners since the population is more manageable. Through this approach, the shelter is better able to dedicate its resources to the animals and people most in need, possible alternatives to impoundment are identified, and more robust resources are provided, resulting in an increase in live outcomes for the animals that do have to be impounded into the shelter.
- *Pet Food Pantry:* To support pet owners and to help ensure they can provide basic needs and care for their pets; the Pet Food Pantry was developed for individuals facing financial hardship. Animal Care’s Pet Food Pantry is open 5 days a week during business hours. By providing pet food, they help keep pets with their families and out of the shelter. Over 1,000 pounds of food have been distributed to families in need in 2021.
- *Pet Safety Net Program:* Engaging with the community and using Animal Care as a resource hub has been a main focus during this past year. The Pet Safety Net Program provides community outreach assistance, preserving the bond between people and pets by providing financial and physical resources. The program includes homeless outreach that provides vaccinations, microchips, help with veterinary care, and access to spay-neuter.

**WORKLOAD INDICATORS**

<b>Animal Shelter Services</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Number of animals received for processing	8,187	7,584	7,516	4,846	4,539
Number of animals adopted	1,704	1,524	1,743	820	1,060
Number of animals returned to their owner	989	851	954	942	520
Number of animals rescued by nonprofits	1,415	1,124	1,071	704	787
Number of animals transferred to other shelters	774	1,102	1,298	957	505
Number of public clinic vaccinations	1,049	2,662	1,222	31	387

<b>Animal Control Services</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Number of call outs for animal bites	908	896	919	810	692
Number of animals quarantined	567	681	632	771	574
Number of animal abuse investigations conducted	49	46	40	39	43

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$198,583 or 4.9% in revenues and an increase of \$282,686 or 5.9% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the Net County Cost increased by \$481,269 or 66.2%. The increase is largely attributed to an increase in Salaries and Benefits for added positions to expand public services and Countywide Admin Overhead in addition to a decrease in the Intergovernmental Revenues as there is a year delay in cost recovery from cities.

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Primary Funding Sources

The primary funding sources are Charges for Services and Intergovernmental Revenues which represent \$3,694,559 or 96.1% of total revenues. Intergovernmental Revenues of \$2,549,170 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 \$1,145,389 include City of Vallejo payments totaling \$656,820 (17.1% 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 \$488,569 (12.7% of total revenues).

Animal Care

The Recommended Budget for Animal Care is \$3,132,912 in revenues and \$4,039,593 in appropriations. This represents a decrease of \$216,756 or 6.5% in revenues and an increase of \$305,029 or 8.2% in appropriations when compared to the FY2021/22 Adopted Budget. The revenue decrease is primarily due to a reduction in Intergovernmental Revenues Other related to a lower share-of-cost due from city partners. The annual payment is proportional and based on intake from the cities in the previous fiscal year. As city payments are billed a year in arrears; payments are anticipated to increase next fiscal year. It is anticipated that city payments will continue to support shelter operations. Additionally, there is a reduction in Misc. Revenues due to lower projected adoption rates when compared to previous years.

The increase in expenditures is primarily due to an increase in Salaries and Employee Benefits costs due to negotiated and approved labor contract wage increases, CalPERS retirement costs, changes in health benefit costs, and the addition of 2.0 FTE Veterinary Technician (Registered) and 1.0 FTE Office Assistant II for FY2022/23.

The Animal Care Recommended Budget funds 24.0 FTE positions, including 1.0 FTE Animal Control Officer providing rabies services under the Animal Care MOU with the cities.

Animal Control

The Recommended Budget for Animal Control is \$713,475 in revenues and \$1,015,262 in appropriations. This represents an increase of \$18,173 or 2.6% in revenues and a decrease of \$22,343 or 2.2% in appropriations when compared to the FY2021/22 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 FY2022/23. The decrease in expenditures is primarily due to a reduction in Service and Supplies primarily from a decrease in County Garage Service charges and fuel and lubricant appropriations.

The Animal Control Recommended Budget funds 5.0 FTE positions.

Contracts

The FY2022/23 Recommended Budget includes a total of \$602,000 or 11.9% in contracted services which includes the following significant contracts:

- \$470,000 for veterinary services (performed by Contract Employees).
- \$90,000 for animal licensing (County and cities).
- \$22,000 for software maintenance service and support for Chameleon.
- \$20,000 for large dog behavior training for staff and one-on-one training for select dogs in order to improve adoption outcomes and live release rate.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

Spay/Neuter and Vaccination Clinic

Due to staff level inconsistencies, the clinic was open to the public for spay/neuter services two afternoons per week via appointments only. With the additional staffing and filling of vacant positions, spay/neuter services are expected to expand to five

**Summary of Other Administered Budgets**

**2850 – Fund 001-Animal Care Services**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection/Protection & Inspect**

days per week in FY2022/23. The Recommended Budget includes a projection for revenue of \$188,000 from spay/neuter and vaccination services; however, this revenue stream is not guaranteed and will fluctuate based on the need of County residents.

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.

Donations

Donations are received at the counter, through the mail and online and topped \$24,000 for the 2021 calendar year. As a practice, the Sheriff's Office does not budget for donations as they are deposited into a deferred revenue account. Donation revenue is recognized only when funds are used to offset discounted costs for adoptions, spay/neuters, and microchipping, and for occasional third-party surgical procedures.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	38,024	35,890	37,344	1,454	4.1%
INTERGOVERNMENTAL REV FEDERAL	16,345	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	2,518,271	2,797,710	2,549,170	(248,540)	(8.9%)
CHARGES FOR SERVICES	984,071	1,077,886	1,145,389	67,503	6.3%
MISC REVENUE	178,228	133,484	114,484	(19,000)	(14.2%)
<b>TOTAL REVENUES</b>	<b>3,734,938</b>	<b>4,044,970</b>	<b>3,846,387</b>	<b>(198,583)</b>	<b>(4.9%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,612,763	3,256,127	3,510,440	254,313	7.8%
SERVICES AND SUPPLIES	989,609	1,193,942	1,180,278	(13,664)	(1.1%)
OTHER CHARGES	591,650	286,207	329,776	43,569	15.2%
F/A EQUIPMENT	43,085	9,000	0	(9,000)	(100.0%)
OTHER FINANCING USES	23,858	24,955	32,385	7,430	29.8%
INTRA-FUND TRANSFERS	10,952	1,938	1,976	38	2.0%
<b>TOTAL APPROPRIATIONS</b>	<b>4,271,917</b>	<b>4,772,169</b>	<b>5,054,855</b>	<b>282,686</b>	<b>5.9%</b>
<b>NET COUNTY COST</b>	<b>536,979</b>	<b>727,199</b>	<b>1,208,468</b>	<b>481,269</b>	<b>66.2%</b>

<b>STAFFING</b>					
ANIMAL CARE	20	20	23	3	15.0%
ANIMAL CONTROL	6	6	6	0	0.0%
<b>TOTAL STAFFING</b>	<b>26</b>	<b>26</b>	<b>29</b>	<b>3</b>	<b>11.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes the following significant adjustments:

- \$288,000 increase in Salaries and Benefits for new staff.
- \$176,000 increase in Salary Savings due to staffing vacancies.
- \$86,000 increase in Salary/Wages – Extra Help due to increase hours and hourly rates for contracted Veterinarians.
- \$46,000 decrease in Compensation Insurance.
- \$45,000 increase in Countywide Administrative Overhead.

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**SUMMARY OF POSITION CHANGES**

The FY2022/23 Recommended Budget includes the following position changes:

- Add 2.0 FTE Veterinary Technician (Registered) to assist with expanding low cost spay/neuter, vaccination, and microchip procedures at the shelter. The additional Veterinary Technician positions will allow for the increase in public surgeries from three days per week to five days per week and ensure compliance with local ordinances that all animals adopted from the shelter must be spayed/neutered before leaving the facility, funded 75% by City and Program revenues and 25% by the General Fund.
- Add 1.0 FTE Office Assistant II to provide service to the public and clerical support for expanded public services including adoptions, animal licensing and spay/neuter, vaccination, and microchip procedures, funded 75% by City and Program revenues and 25% by the General Fund.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Chapter 4 of the County Code requires updating and should cover some topics such as licensing and adoptions more fully. The County Code still refers to General Services as having oversight of Animal Care and Animal Control even though the Sheriff's Office has been responsible for oversight since July 2011. In addition, the Code currently reflects that license tags will be issued every year; however, to reduce costs and increase efficiency, the Sheriff's Office after consultation with the cities, County Counsel and County Administrator's Office, have proposed to revisit this practice. The Sheriff's Office will be working with County Counsel and the County Administrator's Office to propose changes to Chapter 4. These changes will be brought to the Board for approval.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**FUNCTION AND RESPONSIBILITIES**

This budget is administered by the Sheriff/Coroner and provides for the cost of indigent burials. According to Government Code §27462, if the value of the estate of a deceased person is insufficient to cover the costs of burial, the expenses are a legal charge against the County.

Pursuant to Health and Safety Code §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 \$500 or 5.9% in revenues and a decrease of \$356 or 1.0% in appropriations when compared to the FY2021/22 Adopted Budget, resulting in a decrease of \$856 or 3.0% in General Fund support for the State mandated functions for costs not supported by available fee revenue collected. The decrease in appropriations is primarily related to a decrease in Countywide Admin Overhead.

Contracts

Contract services represent a significant portion of the FY2022/23 Recommended Budget with a total of \$36,000 for indigent cremation/burial services.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
MISC REVENUE	10,029	8,500	9,000	500	5.9%
<b>TOTAL REVENUES</b>	<b>10,029</b>	<b>8,500</b>	<b>9,000</b>	<b>500</b>	<b>5.9%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	24,948	36,704	36,348	(356)	(1.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>24,948</b>	<b>36,704</b>	<b>36,348</b>	<b>(356)</b>	<b>(1.0%)</b>
<b>NET COUNTY COST</b>	<b>14,920</b>	<b>28,204</b>	<b>27,348</b>	<b>(856)</b>	<b>(3.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

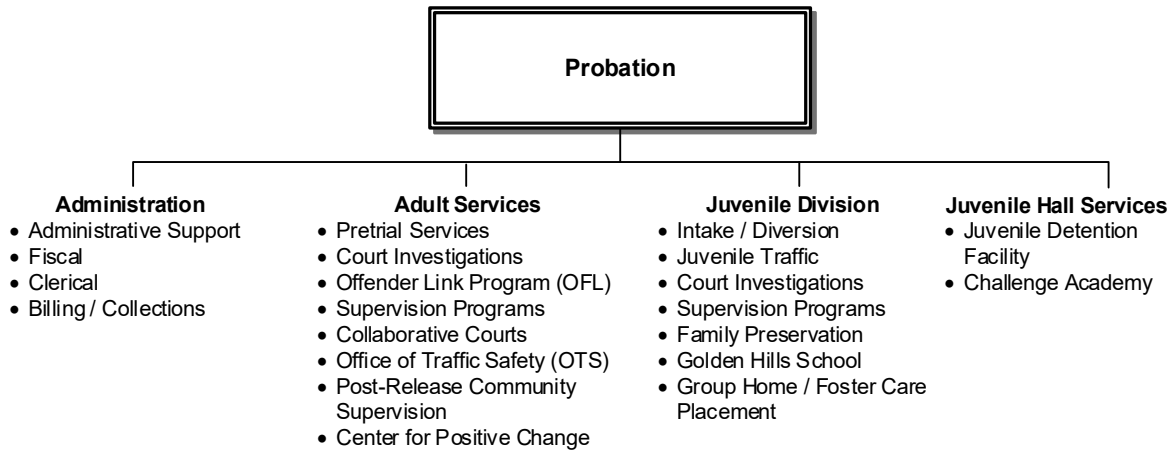
**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 (WIC) 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. WIC §850 establishes the requirement for a Juvenile Hall, and WIC §854 places the appointment of the staff assigned to a Juvenile Hall under the direction of the Chief Probation Officer.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	46,858,979
FY2022/23 Recommended:	51,608,421
County General Fund Contribution:	25,135,813
Percent County General Fund Supported:	48.7%
Total Employees (FTEs):	227

**FUNCTION AND RESPONSIBILITIES**

The Probation Department (Department) is responsible for providing safe and secure juvenile detention and evidence based/evidence informed 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 divisions: 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 their jurisdiction. The Department provides a variety of support services including the maintenance of criminal records, fiscal administration, grant administration, and victim restitution. The Department supervises and provides services for adult clients under Pretrial Supervision, Post Release Community Supervision (PRCS), Mandatory Supervision, and/or Formal Probation. The Department provides diversion services and supervision services to youth, as well as support to youth in out of home placement. Additionally, the Department provides treatment, rehabilitation, and restorative justice services to youth detained at the JDF. In FY2022/23, 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. In addition, the Department will be focusing on the implementation of Senate Bill 823 (SB 823) which outlines the closure of the California Department of Corrections and Rehabilitation, Division of Juvenile Justice (DJJ). Lastly, the Department will continue to focus on providing evidence-based/evidence-informed interventions to clients, continuous quality assurance and improvement efforts, training for staff, and support for staff wellness through the Department’s Wellness App and Peer Support Program.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- The Department continued to adapt to the challenges brought on by the COVID-19 pandemic. The Department adjusted to the pandemic, by altering groups from in-person to virtual when needed, continuing to address clients’ needs and keeping



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them engaged in services. Due to the ongoing challenges of adjusting to a virtual environment, the Department continued to invest in Wi-Fi hotspots and other technologies that assisted clients in their rehabilitation efforts.

- The Department continued to experience a high number of vacancies at the Juvenile Detention Facility (JDF) which presented a challenge in providing enhanced services to youth. The Department worked with the Human Resources (HR) Department to hold open and continuous recruitments to fill vacancies. Staff hiring is essential for functional operations, youth programming, and youth harm reduction efforts.
- The Department received several competitive grants to enhance housing opportunities for those under supervision. While housing funds became more accessible, the ability to find appropriate housing for probation clients has been a significant challenge this past year. Probation clients needed emergency, transitional, and permanent housing support and resources, but low vacancy rates and limited housing accessibility lessened the likelihood of providing this major stabilizing factor for clients most in need. This challenge resulted in both an increase in the cost of finding suitable housing and an increase in staff time to coordinate housing placements.
- Probation continued to adjust adult services to address the shorter supervision terms due to Assembly Bill 1950 (AB 1950), which amended Penal Code (PC) §1203a to set the maximum term of Probation for most misdemeanor crimes at one year. It also amended PC §1203.1 to set the maximum term of probation for most felonies at two years. With these shorter supervision terms, it presented a challenge to ensure those with longstanding criminogenic deficits receive treatment in a reduced supervision timeframe.

**Accomplishments:**

- In collaboration with the Solano County Office of Education (SCOE), JDF received the Solano County Behavioral Health and Solano County Office of Education School Wellness Center Grant. Youth from the JDF participated in the development of wellness centers and their input resulted in the acquisition of furniture and equipment. A classroom within each of the current occupied living units of JDF has received a make-over that included a setup of wellness related furniture and equipment. In collaboration with SCOE, a Student Wellness Specialist has been hired as a full-time staff dedicated to the assessment and facilitation of wellness therapy sessions with youth housed in JDF.
- On March 2, 2022, a ribbon cutting ceremony occurred at JDF to mark the grand opening of the Construction and Trades classroom completion. The Construction/Trades classroom has eight different workstations to include Occupational Safety, HVAC, Plumbing, Electrical, Masonry, Concrete, Drywall, Roof Framing, and Wall Framing. Upon completion of each workstation, the youth will receive credit towards high school graduation as well as an opportunity to receive the National Center for Construction Education & Research (NCCER) Safety Certification. The course is taught by a Career Technical Education (CTE) teacher with hands-on training that includes guest speakers from the trades' entities and referrals to post commitment trade programs.
- The Department has been fortunate to continue receiving flexible funding afforded through the Yocha Dehe Wintun Nation, a Native American Tribe. Throughout the pandemic, the Department provided critical support with a focus on barrier removals and continued to effectively serve and meet the needs of youth under supervision. This included basic needs such as housing, transportation assistance, employment services and supplies, and clothing. Chromebooks and Wi-Fi hot spots supported educational and treatment service continuation. A Challenge Day event was held to help keep youth focused on success, while program expansion efforts continued with the XL Mentoring and Hidden Genius, a computer coding training program.
- In collaboration with the Public Defender's Office, the District Attorney's Office, and the Solano Superior Court, the Department was able to identify and terminate those cases whose maximum supervision terms had been exceeded as prescribed by Assembly Bill (AB) 1950. Additionally, amended probation orders were obtained for cases requiring a new expiration date due to the shorter supervision terms dictated by AB 1950.
- During FY2021/22, the Department collected \$48,290 in restitution as a part of victim restoration efforts.

**WORKLOAD INDICATORS**

- Through continued utilization of improved tools and training (Behavior Management System, engagement, programming, and CBT interventions) Juvenile Correctional Counselors have successfully reduced the use of room confinement at the Juvenile

**Christopher Hansen, Chief Probation Officer  
Public Protection/Detention & Corrections**

Detention Facility. In the past year, there has been a 28% reduction in the number of youths confined to their rooms for safety reasons.

- In FY2021/22, 11 youth housed at the Juvenile Detention Facility graduated from the Evergreen Academy, receiving their high school diploma. The strong partnership with the Solano County Office of Education supports educational efforts of youth in custody. Youth are also eligible to participate in online community college with seven individual youth enrolled during FY2021/22.
- During FY2021/22, 88% of youth provided intensive family-based Wraparound services will have remained in their home at least one year after termination of services.
- During FY2021/22, there were 347 referrals to the Centers for Positive Change for full treatment services, as compared to 326 referrals during FY2020/21.
- In July of 2021, the Department embarked on a program to connect Probation clients to treatment under Drug Medi-Cal. Since that time, 116 individuals have been enrolled in outpatient treatment services that met their clinically assessed needs. While access to treatment was significantly impacted by COVID-19, this effort resulted in a more than 200% increase in client connection to substance use treatment in the second half of the year. An additional positive outcome is that all clients who are eligible for Drug Medi-Cal now have insurance to cover varying levels of their treatment needs.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	23,427,627	26,250,910	26,247,396	(3,514)	(0.0%)
ADULT SERVICES	8,112,232	9,627,811	11,198,229	1,570,418	16.3%
JUVENILE DIVISION	9,136,203	10,443,417	11,264,416	820,999	7.9%
JUVENILE HALL SERVICES	3,158,845	1,895,309	2,898,380	1,003,071	52.9%
<b>TOTAL REVENUES</b>	<b>43,834,907</b>	<b>48,217,447</b>	<b>51,608,421</b>	<b>3,390,974</b>	<b>7.0%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	4,748,384	4,810,892	4,953,910	143,018	3.0%
ADULT SERVICES	15,147,360	16,989,312	18,798,211	1,808,899	10.6%
JUVENILE DIVISION	10,675,986	12,702,814	12,985,812	282,998	2.2%
JUVENILE HALL SERVICES	12,985,457	13,714,429	14,870,488	1,156,059	8.4%
<b>TOTAL APPROPRIATIONS</b>	<b>43,557,187</b>	<b>48,217,447</b>	<b>51,608,421</b>	<b>3,390,974</b>	<b>7.0%</b>
<b>NET CHANGE</b>					
ADMINISTRATION	(18,679,244)	(21,440,018)	(21,293,486)	146,532	(0.7%)
ADULT SERVICES	7,035,129	7,361,501	7,599,982	238,481	3.2%
JUVENILE DIVISION	1,539,783	2,259,397	1,721,396	(538,001)	(23.8%)
JUVENILE HALL SERVICES	9,826,612	11,819,120	11,972,108	152,988	1.3%
<b>NET CHANGE</b>	<b>(277,720)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ADMINISTRATION	15	15	16	1	6.7%
ADULT SERVICES	91	92	98	6	6.5%
JUVENILE DIVISION	45	44	44	0	0.0%
JUVENILE HALL SERVICES	67	68	69	1	1.5%
<b>TOTAL STAFFING</b>	<b>218</b>	<b>219</b>	<b>227</b>	<b>8</b>	<b>3.7%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$3,390,974 or 7.0% in both revenues and appropriations over the FY2021/22 Adopted Budget. There is a decrease in the General Fund Contribution of \$77,749 or 0.3% when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The primary funding sources for the Department are the General Fund and Intergovernmental Revenues, which account for \$51,075,075 or 98.9% of total revenues. The Recommended Budget includes a net increase of, \$3,390,974 in revenues primarily due to the following:

- Intergovernmental Revenue, which includes Federal and State grants as well as State allocations, includes \$25,939,262, an increase of \$3,482,265 or 15.5% based on the following significant funding sources:
  - \$14,858,275 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).
  - \$5,795,748 in the 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.
  - \$3,103,781 in State Other revenues – These revenues are comprised of reimbursements for the Department’s costs for mandated training for peace officers, efforts to reduce prison overcrowding and enhance public safety under SB 678, Pretrial funding, Juvenile Reentry, and DJJ realignment under SB 823.
  - \$651,000 in 2011 Realignment Foster Care Assistance – These revenues support the State’s share of placement costs for youth in foster care/group home placement.
  - \$334,800 in Federal Aid – These revenues support the Federal 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.
  - \$292,506 in Federal Other – These revenues include funding for the Office of Traffic and Safety (OTS) grant.
  - \$291,600 in the Title IV-E Grant – These revenues pay for services provided to youth who are “at imminent risk” of entering foster care/group home placement.
- \$116,816 in Charges for Services, which includes \$116,566 in Interfund Services.
- \$410,430 in Miscellaneous Revenues, which includes the following significant funding sources:
  - \$245,250 in Other Revenue for PRCS Growth Funds.
  - \$38,000 in Donations and Contributions from the Yocha Dehe Community Fund.
  - \$125,880 in Insurance Proceeds for Worker’s Compensation proceeds.

Primary Costs

The Department’s primary costs are:

- \$32,652,805 in Salaries and Employee Benefits, which reflect an increase of \$1,624,623 or 5.2% due to Board authorized increases in Salaries and Employee Benefits costs, merit increases, and an increase in CalPERS rates.
- \$11,434,401 in Services and Supplies, which reflect an increase of \$1,461,468 or 14.7%. The major appropriations in this category include \$6,092,963 in contracts to provide mental health, medical, dental, and substance abuse treatment services at the JDF and other services (see list of significant contracts below), and \$2,488,505 in Central Data Processing services.

**Christopher Hansen, Chief Probation Officer**  
**Public Protection/Detention & Corrections**

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- \$6,391,883 in Other Charges, which reflect an increase of \$268,013 or 4.4% primarily due to an increase in projections for the cost of custodial and building trade mechanic services through the General Services Department and transitional housing and job readiness services for adult clients. The major appropriations in this category include:
  - \$2,185,397 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).
  - \$585,307 in transitional housing for clients (funded with grants).
  - \$438,658 in County building use charges.
  - \$310,431 in Interfund Services with General Services for Building and Trade Mechanic and Custodial Services provided to Juvenile Detention Facility.
  - \$142,026 Youth Authority for youth commitments to California Department of Corrections and Rehabilitation (CDCR), Division of Juvenile Facilities.
- \$601,465 in Intrafund Transfers, an increase of \$13,112 or 2.2% which include security services, dispatch services, and the maintenance of Livescan machines through the Sheriff's Office.

Contracts

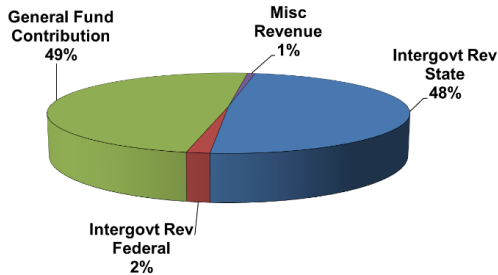
The FY2022/23 Recommended Budget includes a total of \$6,092,963 an increase of \$973,095 or 19%, in contracted services which includes the following significant contracts:

- \$2,035,650 for mental health, medical, and dental services at the JDF.
- \$870,000 for family engagement services to youth and electronic monitoring services for both adults and youth.
- \$480,000 for mental health services to include cognitive behavioral therapy for youth under supervision.
- \$225,500 for drug testing services.
- \$260,000 for food services at the JDF.

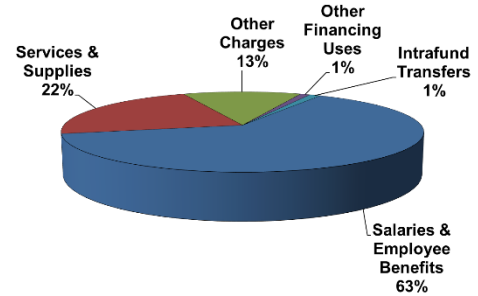
**DEPARTMENT COMMENTS**

The Department remains dedicated to reducing recidivism through positive behavior change through the various challenges the Department has faced. During FY2021/22, the Department continued to address the COVID-19 pandemic and keeping clients engaged in services with innovative programming, as well as addressing new legislation. The Department continues to assess the needs of clients and additional resources to address barrier removal, such as the addition of Social Services Workers and a Social Worker II approved by the Board on April 12, 2022. The Department was again awarded the OTS Grant to assist in monitoring high risk Driving Under the Influence (DUI) clients. This funding supports two Deputy Probation Officers (DPO) who provide DUI supervision services, as well as funding for DPOs to assist local city police agencies to conduct enforcement efforts via DUI checkpoints. Not only does the Department continue to assess programming and needs of clients, but also focuses on staff wellness, as Department staff are the most valuable resource in accomplishing the mission of the Department.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	7,376	11,442	6,100	(5,342)	(46.7%)
INTERGOVERNMENTAL REV STATE	18,892,603	21,545,172	25,020,356	3,475,184	16.1%
INTERGOVERNMENTAL REV FEDERAL	1,495,619	911,825	918,906	7,081	0.8%
CHARGES FOR SERVICES	232,779	127,946	116,816	(11,130)	(8.7%)
MISC REVENUE	483,123	315,500	410,430	94,930	30.1%
OTHER FINANCING SOURCES	0	92,000	0	(92,000)	(100.0%)
GENERAL FUND CONTRIBUTION	22,723,405	25,213,562	25,135,813	(77,749)	(0.3%)
<b>TOTAL REVENUES</b>	<b>43,834,907</b>	<b>48,217,447</b>	<b>51,608,421</b>	<b>3,390,974</b>	<b>7.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	27,880,490	31,028,182	32,652,805	1,624,623	5.2%
SERVICES AND SUPPLIES	9,068,157	9,972,933	11,434,401	1,461,468	14.7%
OTHER CHARGES	5,589,212	6,123,870	6,391,883	268,013	4.4%
F/A EQUIPMENT	38,646	0	0	0	0.0%
OTHER FINANCING USES	444,566	504,109	527,867	23,758	4.7%
INTRA-FUND TRANSFERS	536,116	588,353	601,465	13,112	2.2%
<b>TOTAL APPROPRIATIONS</b>	<b>43,557,187</b>	<b>48,217,447</b>	<b>51,608,421</b>	<b>3,390,974</b>	<b>7.0%</b>
<b>NET CHANGE</b>	<b>(277,720)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant Adjustments are discussed in the Department Budget Summary herein.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2021/22 Budget are provided below.

On March 31, 2022, the following Limited-Term position expired:

- Delete 1.0 FTE Limited-Term Legal Procedures Clerk due to expiration.

On April 12, 2022, the Board approved the following position allocation changes (addition of net 9.0 FTE positions):

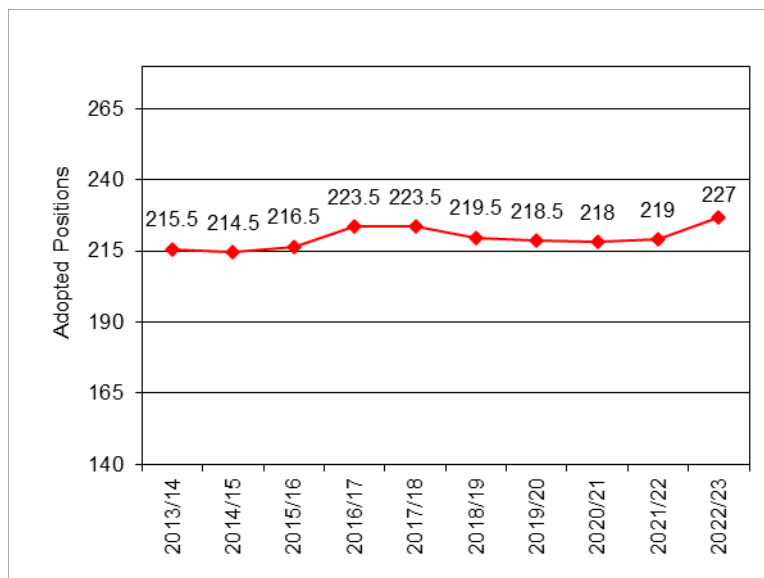
- Reclassified 1.0 FTE Superintendent of Juvenile Detention and 1.0 FTE Deputy Director to the classification of Probation Division Chief (TBD).

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- Added 1.0 FTE Assistant Superintendent of Juvenile Detention (TBD).
- Added 1.0 FTE Deputy Director of Administrative Services (TBD).
- Added 1.0 FTE Deputy Probation Officer.
- Added 1.0 FTE Deputy Probation Officer (Senior).
- Added 1.0 FTE Juvenile Corrections Counselor (Senior).
- Deleted 1.0 FTE vacant Juvenile Corrections Counselor.
- Added 1.0 FTE Legal Procedures Clerk (Senior).
- Added 1.0 FTE Legal Procedures Clerk.
- Added 2.0 FTE Social Services Workers.
- Added 1.0 FTE Social Worker II.

There are no changes in position allocations requested in the FY2022/23 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

On July 1, 2021, Senate Bill 823 transferred responsibility of housing youth who were committed to custody at the state level back to the county of residence. Solano County Juvenile Detention Facility and Juvenile Division worked with the Juvenile Justice Coordinating Counsel, youth in and out of custody, and stakeholders to develop a response plan which identified assessments, programming needs, treatment, facility operational modifications, transition services, and staff training. The plan, inclusive of staffing, programming, and services, will continue to be updated to meet the needs specific to the youth it serves.

Assembly Bill 2083 requires each county to develop and implement a memorandum of understanding (MOU) setting forth roles and responsibilities of agencies and other entities that serve children and youth in foster care who have experienced severe trauma. The purpose of the MOU is to ensure that children and youth in foster care receive coordinated, timely, and trauma-informed services. An MOU was entered into by Solano County Child Welfare Services, Solano County Health and Social Services Behavioral Health Division, Solano County Office of Education, North Bay Regional Center, and the Department.

Senate Bill 129 amends the Budget Act of 2021 to provide funding for the implementation and operation of ongoing court programs that support judicial officers in making pretrial release decisions that impose the least restrictive conditions to address public safety and assist defendants to make all required court appearances. The Court developed an MOU with the Department to support

funding for Pretrial Services. This funding will provide an additional Deputy Probation Officer, a Social Worker II, and a Social Services Worker to expand services to the Department's Pretrial clients.

Assembly Bill 1869 permanently ended the assessment and collection of 23 administrative fees in the criminal justice system effective July 1, 2021. The bill also writes off all the outstanding fee debt for clients. The Department no longer charges any fees associated with administering probation and mandatory supervision, processing arrests and citations, and administering electronic monitoring.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**6650 – Fund 900-Probation**  
**Christopher Hansen, Chief Probation Officer**  
**Public Protection/Detention & Corrections**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
8035 JH REC HALL - WARD WELFARE	1,007	5,500	500	(5,000)	(90.9%)
<b>APPROPRIATIONS</b>					
8035 JH REC HALL - WARD WELFARE	2,462	5,500	5,000	(500)	(9.1%)
<b>NET CHANGE</b>					
8035 JH REC HALL - WARD WELFARE	1,455	0	4,500	4,500	0.0%

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



**Summary of Other Administered Budgets 8035 – Fund 035-Juv. Hall Rec.-Ward Welfare Fund**  
**Christopher Hansen, Chief Probation Officer**  
**Detention & Corrections**

**FUNCTION AND RESPONSIBILITIES**

Pursuant to Welfare and Institutions Code §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 for the Department. 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 \$5,000 or 90.9% in revenues and a decrease of \$500 or 9.1% in appropriations when compared to the FY2021/22 Adopted Budget. Misc Revenues projected in prior years have been used to balance Fund 035 and to offset expenditures in the 8035 Operating Budget for the education, benefit, and welfare of youth detained in JDF. Moving forward Fund Balance will be used to offset these expenditures.

See related Budget Unit 9151 – Fund 035 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	1,007	625	500	(125)	(20.0%)
MISC REVENUE	0	4,875	0	(4,875)	(100.0%)
<b>TOTAL REVENUES</b>	<b>1,007</b>	<b>5,500</b>	<b>500</b>	<b>(5,000)</b>	<b>(90.9%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	2,462	5,500	5,000	(500)	(9.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,462</b>	<b>5,500</b>	<b>5,000</b>	<b>(500)</b>	<b>(9.1%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,455</b>	<b>0</b>	<b>4,500</b>	<b>4,500</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

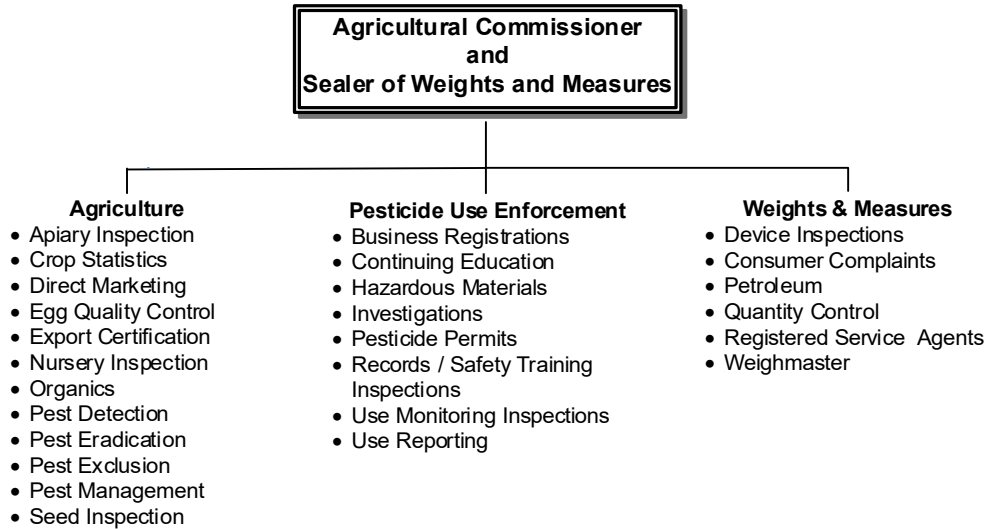
None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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 and regulations, as well

as other duties as assigned or directed by the Board of Supervisors.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	4,815,665
FY2022/23 Recommended:	5,971,002
County General Fund Contribution:	3,121,137
Percent County General Fund Supported:	52.3%
Total Employees (FTEs):	28

**FUNCTION AND RESPONSIBILITIES**

The Agricultural Commissioner’s Office is responsible for protecting and promoting agriculture in the county. This is accomplished through its Pesticide Use Enforcement, Pest Prevention, 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:

- In recent years the Department has expanded agricultural programs with the support of new CDFA funding and increases in unclaimed gas tax reimbursements. Implementation and growth of apiary, noxious weed, high-risk pest exclusion, pest detection, and direct marketing programs is enhancing services and protections to local agriculture, but also driving additional staffing and equipment needs that are reflected in corresponding increases in the Department’s current and requested budgets.
- Program and service expansion, including additional permanent and extra help staff, is challenging the Department’s ability to adequately house staff at its Cordelia and Dixon offices which are both at capacity. Project requests have been submitted to General Services for consideration and inclusion in the Capital Facilities Improvement Plan to address the Department’s space needs.

**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures  
Ed King, Agricultural Commissioner/Sealer of Weights & Measures  
Protection & Inspect**

Accomplishments:

- In October 2021, a glassy-winged sharpshooter infestation was detected in the Browns Valley area of Vacaville. Discovery of the infestation triggered a CDFA proclamation of an emergency project, outlining required actions to eradicate the infestation. Emergency response efforts included surveys of more than 1,000 properties and 86 eradication treatments during fall 2021 and nearly 450 additional treatments in February and March 2022. CDFA issued an amendment to the County’s FY2020/21 and FY2021/22 Pierce’s Disease Control Program cooperative agreement increasing the funding amount from \$319,221 to \$789,988 to cover County response costs including eradication treatment expenses and Limited-Term project staff. It is anticipated the project will continue at least through FY2023/24 and that CDFA will provide additional funding to offset County costs until the infestation is successfully eradicated.
- The Department also successfully addressed a glassy-winged sharpshooter occurrence in Fairfield, a Japanese beetle find at Travis Air Force Base, and a confirmed report of Egyptian broomrape in a Dixon-area tomato field.

**WORKLOAD INDICATORS**

During FY2021/22, Agricultural Biologists/Weights and Measures Inspectors accomplished the following work:

- Issued 457 pesticide permits, conducted 447 pesticide use and safety inspections, issued 35 violation notices, and closed 16 administrative civil penalties.
- Inspected 441 agricultural fields covering 7,732 acres for phytosanitary certifications.
- Issued 825 Federal export certificates for commodity shipments to 42 different countries and issued 188 inter- and intra-state inspection certificates.
- Inspected 7,000 incoming shipments for pests of concern and completed 21,873 monitoring checks of 2,962 pest detection traps.
- Inspected 6,486 weighing and measuring devices at 659 commercial locations, performed 90 petroleum audits, and issued 94 violation notices with associated follow-up activities.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	2,507,039	2,234,889	2,849,865	614,976	27.5%
<b>TOTAL REVENUES</b>	<b>2,507,039</b>	<b>2,234,889</b>	<b>2,849,865</b>	<b>614,976</b>	<b>27.5%</b>
<b>APPROPRIATIONS</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	4,222,631	4,987,570	5,971,002	983,432	19.7%
<b>TOTAL APPROPRIATIONS</b>	<b>4,222,631</b>	<b>4,987,570</b>	<b>5,971,002</b>	<b>983,432</b>	<b>19.7%</b>
<b>NET COUNTY COST</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,715,592	2,752,681	3,121,137	368,456	13.4%
<b>NET COUNTY COST</b>	<b>1,715,592</b>	<b>2,752,681</b>	<b>3,121,137</b>	<b>368,456</b>	<b>13.4%</b>

STAFFING					
AGRICULTURE COMMISSIONER/ WEIGHTS & MEASURE	26	23	28	5	21.7%
<b>TOTAL STAFFING</b>	<b>26</b>	<b>23</b>	<b>28</b>	<b>5</b>	<b>21.7%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$614,976 or 27.5% in revenues and an increase of \$983,432 or 19.7% in appropriations when compared to FY2021/22. As a result, the Net County Cost increased \$368,456 or 13.4%.

**2830 – Fund 001-Agricultural Commissioner/Weights & Measures      Functional Area Summary**  
**Ed King, Agricultural Commissioner/Sealer of Weights & Measures**  
**Protection & Inspect**

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Primary Funding Sources

The primary funding sources for the Department are County General Fund and intergovernmental revenues. Intergovernmental revenues are mainly received from the State and are associated with various contracted agricultural inspection services, other mandated and sub-vented agricultural activities, and pesticide use enforcement work. These contract revenues are driven by workloads and staffing.

The Department's other significant funding sources are Licenses, Permits and Franchise revenue received in the form of user fees for weights and measures device registration, pest control business registrations and other inspections and certifications provided by the Department and Charges for Services, which are received for various agricultural and weights and measures inspections.

The Recommended Budget includes a net increase of \$614,976 or 27.5% in revenues primarily due to Intergovernmental Revenue changes of \$599,360 from increases in unclaimed gas tax reimbursement, Pierce's disease, pest detection, and other CDFA agricultural program cooperative agreements.

Primary Costs

The Recommended Budget includes a net increase of \$983,432 or 19.7% in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$860,315 due to negotiated salary changes, new Limited-Term project staff and retirement, health insurance, FICA, and workers' compensation costs. Additional new staffing requests including 2.0 FTE permanent Agricultural Aides and reinstatement of a previously deleted Accountant allocation are also contributing to increases.
- Services and Supplies reflect an increase of \$225,475 primarily due to increases in agricultural services and supplies, cellular communication, risk management, liability insurance, vehicle fuel charges, computer components, contracted services, central data processing, education and training, and county garage services.
- Other Charges reflect a decrease of \$49,033 primarily due a reduction in Countywide Administrative Overhead charges.
- Other Financing Uses reflect a decrease of \$53,325 due to no anticipated Fleet purchases in FY2022/23.

Contracts

The FY2022/23 Recommended Budget includes a total of \$170,500 in contracted services which includes the following significant contracts:

- \$95,500 for USDA Wildlife Services.
- \$75,000 for Glassy-winged sharpshooter pest control.

Fixed Assets

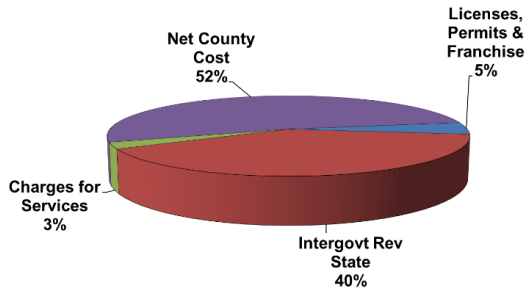
None.

**DEPARTMENT COMMENTS**

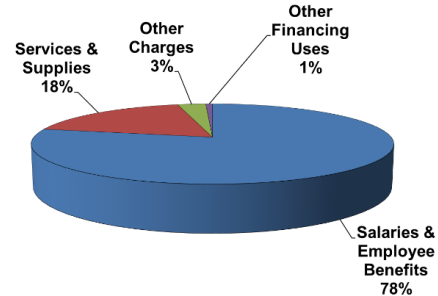
The Department's glassy-winged sharpshooter emergency project is anticipated to significantly influence workloads in FY2022/23 and FY2023/24. Limited-Term project staff were previously approved to assist with these efforts, but additional permanent staff and extra help resources will also be needed to assist with outreach, surveys, treatments, and monitoring until the infestation can be successfully eradicated. CDFA contract funding is offsetting associated project costs.

**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures  
Ed King, Agricultural Commissioner/Sealer of Weights & Measures  
Protection & Inspect**

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	285,416	280,778	286,973	6,195	2.2%
FINES, FORFEITURES, & PENALTY	13,492	5,000	14,000	9,000	180.0%
INTERGOVERNMENTAL REV STATE	2,026,962	1,795,173	2,394,533	599,360	33.4%
INTERGOVERNMENTAL REV FEDERAL	18,360	0	0	0	0.0%
CHARGES FOR SERVICES	162,810	153,938	154,359	421	0.3%
<b>TOTAL REVENUES</b>	<b>2,507,039</b>	<b>2,234,889</b>	<b>2,849,865</b>	<b>614,976</b>	<b>27.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,133,391	3,776,242	4,636,557	860,315	22.8%
SERVICES AND SUPPLIES	723,420	835,883	1,061,358	225,475	27.0%
OTHER CHARGES	224,079	223,899	174,866	(49,033)	(21.9%)
F/A EQUIPMENT	0	42,020	42,020	0	0.0%
OTHER FINANCING USES	123,088	95,076	41,751	(53,325)	(56.1%)
INTRA-FUND TRANSFERS	18,654	14,450	14,450	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>4,222,631</b>	<b>4,987,570</b>	<b>5,971,002</b>	<b>983,432</b>	<b>19.7%</b>
<b>NET COUNTY COST</b>	<b>1,715,592</b>	<b>2,752,681</b>	<b>3,121,137</b>	<b>368,456</b>	<b>13.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget seeks the addition of 2.0 FTE Agricultural Aides, reinstatement of 1.0 FTE Accountant that was deleted in 2020, and an increase in extra-help funding to assist with emergency glassy-winged sharpshooter project surveys and other agricultural and weights and measures inspections. The Department is having difficulty keeping pace with the full scope of its responsibilities at current staffing levels including challenges in fulfilling contract obligations and maximizing revenue reimbursements. Approval of the additional staffing requests will better position the Department to complete CDFA pest detection, apiary protection, noxious weed control, and direct marketing contract-funded work. Costs of the additional extra-help and permanent Agricultural Aide requests and reinstatement of an Accountant allocation will be partially offset through State contract funding and unclaimed gas tax reimbursements. The addition of 2.0 FTE Agricultural Aides will stabilize pest detection program staffing and serve as a training step and bridge to the Agricultural Biologist/Weights and Measures Inspector classification. Further, use of extra-help Aides presents a significant challenge to year-round State funded pest detection surveys because the Department is forced to work within seasonal and annual employee hour restrictions that necessitate ongoing recruitments, onboarding, and repetitive training.

**SUMMARY OF POSITION CHANGES**

Changes in position allocation since the adoption of the FY2021/22 Budget are provided below.

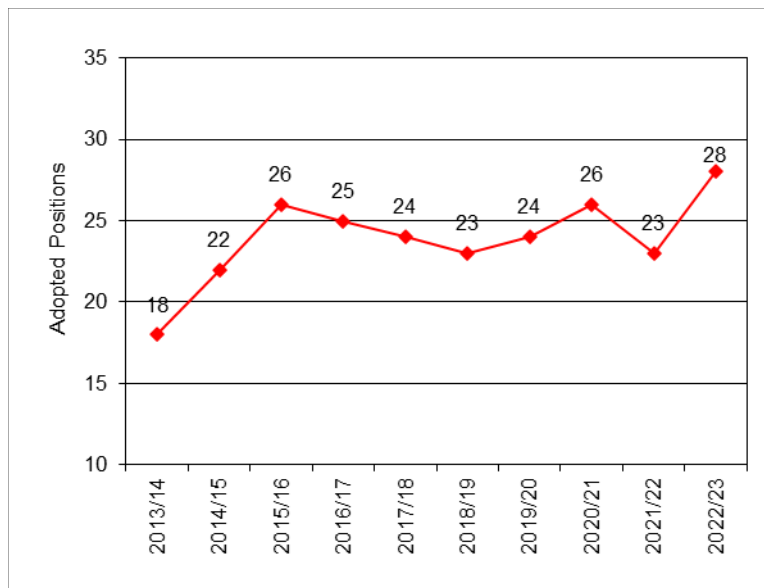
On March 8, 2022, the Board approved the following position changes:

- Converted 1.0 FTE Limited-Term project Agricultural Biologist/Weights and Measures Inspector (Senior) to regular full-time.
- Added 2.0 FTE Limited-Term project Agricultural Biologists/Weights and Measures Inspectors (Senior) to work on the Department’s glassy-winged sharpshooter eradication project to expire on June 30, 2024.

The FY2022/23 Recommended Budget includes the following position allocation changes:

- Add 1.0 FTE Accountant to assume accounting and financial functions including budgetary activities, accounts payable/receivable, contract invoicing and reporting and payroll duties. This position will be 16% revenue offset in FY2022/23 and 55% offset in FY2023/24 and future years through CDFA contract funding and unclaimed gas tax reimbursements, with the remaining cost funded by the County General Fund.
- Add 2.0 FTE Agricultural Aides to perform year-round CDFA funded pest detection projects and other agricultural and weights and measures program work. These positions will be 67% revenue offset in FY2022/23 and 85% offset in FY2023/24 and future years through CDFA contract funding and unclaimed gas tax reimbursements, with the remaining cost funded by the County General Fund.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Development and retention of Agricultural Biologist/Weights and Measures Inspectors remains a Department priority for consistent high-quality service delivery and long-term succession planning. Due to turnover in recent years, 70% of the Department’s biologist/inspectors have less than five 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.

In 2021, under direction of the Board of Supervisors, a Board subcommittee and representatives from Resource Management, Agriculture and U.C. Cooperative Extension started work on a county agricultural assessment study to support the Board in understanding how Solano agriculture has changed in recent years and is projected to trend in coming years. The study is engaging various agricultural stakeholders to learn first-hand how water supply and drought, climate change, large scale habitat restoration, supply chain and other emerging issues are affecting local agriculture. Upon completion in 2022, the study will present a series of recommendations aimed at ensuring the long-term viability and success of Solano County agriculture.

**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures  
Ed King, Agricultural Commissioner/Sealer of Weights & Measures  
Protection & Inspect**

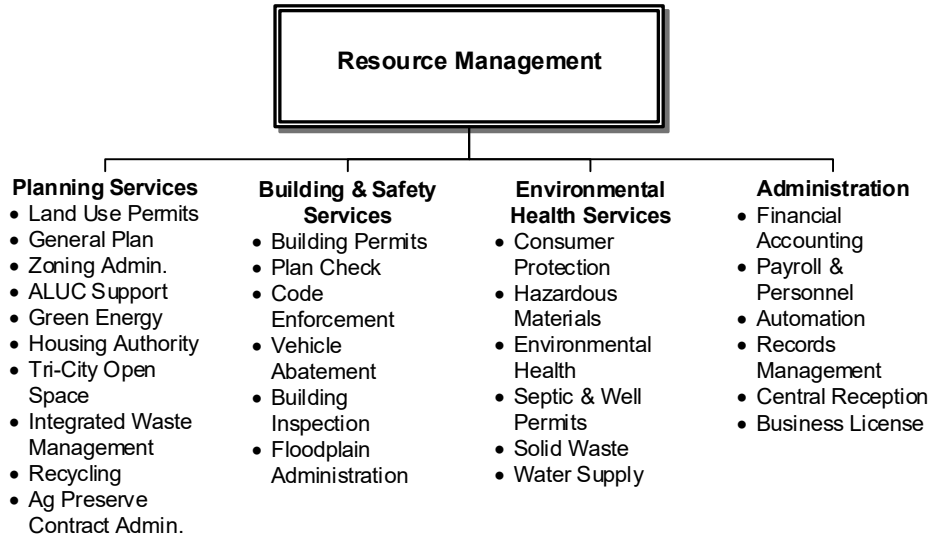
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The dramatic increase of almond orchards during the past twenty years is causing a corresponding rise in the number of bee colonies in the county needed for crop pollination. In February 2022, beekeepers registered over 50,000 colonies with the Agriculture Department. As colony numbers have increased in recent years, so have complaints from residents. Following the winter almond bloom, colonies are at times relocated in large numbers to non-agricultural settings or are left unattended or poorly cared for. Current County Zoning regulations do not specifically address bee colony placement and the Agricultural Commissioner has limited authority to successfully resolve complaints from misplaced or neglected hives. Consideration of zoning code changes in the future requiring property line setbacks, standards of care, and zoning district rules may offer better protections to beekeepers and county residents.

The 2021 discovery of an incipient glassy-winged sharpshooter infestation in Vacaville triggered a CDFA proclamation of emergency and a rapid and intensive response by the Agriculture Department to delimit and begin steps to eradicate the pest. Because glassy-winged sharpshooters are effective vectors of the bacterium that causes the fatal Pierce's disease in grapevines, the Vacaville infestation represents a severe and immediate threat to local and regional grape production. The Department, with cooperation and funding support from CDFA's Pierce's Disease Control Program, will continue eradication treatments, surveys, and detection trapping until the infestation is successfully eradicated.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

Terry Schmidtbauer, Director of Resource Management  
Other Protection



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	14,127,286
FY2022/23 Recommended:	17,007,072
County General Fund Contribution:	5,666,394
Percent County General Fund Supported:	33.3%
Total Employees (FTEs):	57

**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 (SMARA) 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 (PCA) 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 (ALUC) and Solano Open Space (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. This Program also assists in ensuring organics diversion and recovery to comply with SB 1383 requirements that became effective January 1, 2022.

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.
- Perform assessment of fire damage, including that resulting from the LNU Lightning Complex fire.

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 by assessing and abating environmental lead hazards for children and with lead-paint abatement activities, and in 2020, 2021 and 2022, with response to the COVID-19 pandemic.
- 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; participates in activities related to the Solano Subbasin Groundwater Sustainability Agency and other regional water supply issues, and monitoring State sponsored clean-up programs of their private property as a result of fire.
- 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, proper storage and reporting of waste tires, and in 2020 and 2021, with review and approval of work plans for private property cleanup after the LNU Lightning Complex fire.

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 equipment inventories; performing accounting functions, including invoicing accounts payable, fiscal reporting, audits, payroll, contract administration, grant monitoring, and budgeting; performing imaging processing and implementing retention schedules; maintaining and updating data information systems; and coordinating recruitments, hiring, 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 Water Resources and Delta Water Activities program is described under the narrative (BU 1450).

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**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- Department staff continued to respond to a high demand for plan check, permit inspection, and complaint response services for various programs.
- Newer state mandated requirements, such as those related to State Responsibility Areas (SRA's per Cal Fire), Accessory Dwelling Units, update of the County's Climate Action plan, update of Chapter 29 – Surface Mining and Reclamation (SMARA), Implementation of SB1383 requirements, along with new non-mandated programs, such as LNU fire recovery efforts, Williamson Act Uniform Rules Update/Audits, Zoning Text and General Plan amendments to promote Economic Development Initiatives, Homeacres neighborhood rehabilitation program, processing the Middle Green Valley development tentative map, staff participation in State Route 37 resiliency planning, Solano 360 Fairground Development projects, and implementation of the Short-Term Vacation Rental Ordinance, place additional time demands on existing staff for routine and complex work already impacted by increased staff turnover, retirements, and unanticipated long-term leaves as well as continued impacts from COVID-19.
- The LNU Lightning Complex fire cleanup effort required a large amount of staffing resources, and the Department is utilizing extra help staff and contractors to assist with the backlog of routine work created because of dedicating staff to the cleanup effort since late 2020. Staff within all Divisions of the Department continue to be involved in the rebuilding process as a result of replacement of homes, structures, wells, roads, drainage systems and sewage disposal systems. On March 2, 2021, the Board adopted a fee reduction for replacement structures in the LNU fire burn area to encourage rebuilding. However, changes to the economic landscape and supply chain impacts created by COVID-19 as well as inflation and geopolitical situations appear to be influencing the cost of replacement homes and construction in general throughout the state. The Department will monitor the situation and may need to bring additional measures to the Board during FY2022/23 to spur rebuilding in the area.
- The Building Division continues to assist property owners impacted by the LNU Lightning Complex fire to ensure a speedy review of building plans and minimize time spent at the permitting counter through an expedited permit process that targets issuing permits within 7-14 days. As of April 2022, the Building Division had received 135 LNU Lightning Complex fire rebuild permit applications, 95 of which are dwelling units; of these, 72 have been issued.
- A significant backlog of workload in various environmental health and hazardous materials programs was created as a result of the divisions' dedicated response to the COVID-19 pandemic and then the LNU Lightning Complex fire. Staffing vacancies and unanticipated leaves also contributed to the backlog. To address the backlog, extra help and professional contractors are being utilized in tandem with Environmental Health staff to continue to perform inspections, approve plans, and inspect new and remodeling construction.

Accomplishments:

- The County Building and Safety Services Division completed plan checks and permitted large projects such as Cordelia Winery Processing Facility (\$9.5 million), Gotham Greens Greenhouse Tenant Improvement (\$4.6 million), 500 Union Avenue plumbing upgrade (\$2.4 million), and a Commercial Office Coach (\$1 million).
- The Environmental Health Division presented the Lead-based Paint Program Workplan to the Board of Supervisors in February of 2022 and received direction to begin implementation of the Lead-based Paint Mitigation Program and staff from Environmental Health along with Solano County Public Health will utilize various contractors to carry out assessment and lead abatement of impacted properties.
- The Environmental Health Division completed initial implementation of its new cloud-based inspection software known as Accela Environmental Health. This software will improve staff efficiency, enhance customer service, and improve communication between inspectors and regulated businesses. Going forward, significant staff resources will continue to be devoted to data migration, system configuration, report development, and data validation. Additionally, the Department completed moving its current Accela Land Management module for its development permits to a cloud-based system. In the future, these two systems can be linked to interact together.

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- The Planning Division completed the amendment process for minor updates to the Middle Green Valley (MGV) Specific Plan, began review of a tentative map application for the MGV Specific Plan area, approved its annual assessment increase for the Green Valley Open Space Maintenance District, completed the required Housing Element Annual Performance Report and submitted to HCD and received approval of three separate grant applications (SB 2, Local Early Action Planning (LEAP), and Regional Early Action Planning (REAP)) to be used toward housing related work. Additionally, after extensive outreach and public input with the Solano County farming community, Planning brought forward Zone Text Amendments to address changes in State law and to reflect the ever-changing methods of farming inherent in modern farming practices.
  - The Planning Division took the lead in forming and overseeing the Solano County Subregion Housing Element. The Solano Subregion consists of each of the County's seven cities and the County itself for the purpose of developing a countywide methodology for allocating its share of the region's housing growth needs, referred to as the Regional Housing Needs Allocation (RHNA). Collaborating as a Subregion, through the City County Coordinating Council, resulted in the successful completion of the allocation of 10,992 total housing units among the eight agencies, which now must be planned for in each city's and the County's Housing Element update.
  - Integrated Waste Management Section staff, as part of the Homeacres neighborhood revitalization efforts (including other unincorporated areas of Vallejo), conducted four community clean up days in 2021 (April 17th, June 19th, August 28th, and November 5th) resulting in the removal of 24.15 tons of trash, 3.49 tons of metal waste, 22 appliances, and 90 tires.
  - The Integrated Waste Management Section, with assistance from Environmental Health, is leading the County's compliance with the new organic waste disposal reduction law known as Senate Bill 1383 through coordination with the cities, haulers, other County departments, edible food recovery program participants, and CalRecycle. As required, a local Ordinance was adopted effective January 1, 2022, solid waste hauling contracts are being amended, and an organic waste capacity plan is underway.

**WORKLOAD INDICATORS**

- During the period of July 1, 2020 - June 30, 2021, the Planning Division evaluated 12 Use Permits, 4 Minor Use Permits, 26 Administrative Permits, 13 Lot Line Adjustment, 4 Minor Subdivision, 9 Sign Permits, 9 certificates of compliance, 1 Policy Plan Overlay, 2 rezones, 4 waivers, 36 address assignments, and conducted numerous plan checks of building permits and business license reviews (28 new and 120 renewals) to ensure compliance with zoning regulations.
- During the period of July 1, 2020 - June 30, 2021, the Building Division performed 4,569 building permit inspections associated with 1,517 building permits, including permits for 39 new primary single-family dwelling units, 18 new secondary dwelling units, and 226 photo-voltaic (Solar) systems.
- During the period of July 1, 2020 - June 30, 2021, Code Compliance received 283 requests to investigate 311 different complaints, including 117 complaints for building violations, 29 complaints for land use violations, 20 complaints for junk and debris, 68 complaints on weeds, 37 complaints for inoperative vehicles, and 40 complaints on operations without a business license.
- During the period of July 1, 2020 - June 30, 2021, Environmental Health staff completed 3,602 routine food facility inspections throughout Solano County, including 3,337 routine inspections at 1,657 permanent retail food establishments, to ensure safe food handling practices were being used, and responded to 860 initial complaints concerning the areas of food protection, housing, and waste management program requirements per state law. Staff also responded to 537 COVID-19 related complaints during this time.
- During the period of July 1, 2020 - June 30, 2021, Hazardous Materials staff performed 207 inspections of 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 479 inspections of underground fuel tanks to ensure they were not leaking; and performed 69 routine inspections at businesses that generate or haul waste tires to ensure compliance with State requirements for CalRecycle's Waste Tire Enforcement Program.
- During the period of July 1, 2020 - June 30, 2021, Environmental Health Services Division staff continued implementation of a contract with the Fairfield Suisun Sewer District by performing storm water inspections at 292 retail food establishments and 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.

**2910 – Fund 001-Resource Management**

**Functional Area Summary**

**Terry Schmidtbauer, Director of Resource Management  
Other Protection**

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
ADMINISTRATION	561,427	529,285	567,934	38,649	7.3%
PLANNING SERVICES	360,223	888,566	649,400	(239,166)	(26.9%)
CODE ENFORCEMENT	24,662	22,029	23,165	1,136	5.2%
BUILDING & SAFETY SERVICES	1,794,981	1,909,248	1,917,242	7,994	0.4%
ENVIRONMENTAL HEALTH SERVICES	4,360,286	4,262,443	4,352,262	89,819	2.1%
HAZARDOUS MATERIALS PROGRAM	1,738,559	1,932,088	1,871,761	(60,327)	(3.1%)
INTEGRATED WASTE MANAGEMENT	557,386	851,232	811,300	(39,932)	(4.7%)
LEAD-BASED PAINT ABATEMENT	0	0	1,147,614	1,147,614	0.0%
<b>TOTAL REVENUES</b>	<b>9,397,524</b>	<b>10,394,891</b>	<b>11,340,678</b>	<b>945,787</b>	<b>9.1%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	1,938,372	2,282,991	2,319,636	36,645	1.6%
PLANNING SERVICES	1,883,653	3,051,320	3,271,474	220,154	7.2%
CODE ENFORCEMENT	460,714	591,501	809,356	217,855	36.8%
BUILDING & SAFETY SERVICES	1,247,355	1,560,067	1,605,944	45,877	2.9%
ENVIRONMENTAL HEALTH SERVICES	3,547,854	4,710,691	4,772,306	61,615	1.3%
HAZARDOUS MATERIALS PROGRAM	1,743,815	1,823,672	1,970,711	147,039	8.1%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	(34)	0	0	0.0%	0.0%
INTEGRATED WASTE MANAGEMENT	556,906	834,096	811,300	(22,796)	(2.7%)
LEAD-BASED PAINT ABATEMENT	0	0	1,446,345	1,446,345	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>11,378,635</b>	<b>14,854,338</b>	<b>17,007,072</b>	<b>2,152,734</b>	<b>14.5%</b>
<b>NET COUNTY COST</b>					
ADMINISTRATION	1,376,945	1,753,706	1,751,702	(2,004)	(0.1%)
PLANNING SERVICES	1,523,430	2,162,754	2,622,074	459,320	21.2%
CODE ENFORCEMENT	436,052	569,472	786,191	216,719	38.1%
BUILDING & SAFETY SERVICES	(547,625)	(349,181)	(311,298)	37,883	(10.8%)
ENVIRONMENTAL HEALTH SERVICES	(812,432)	448,248	420,044	(28,204)	(6.3%)
HAZARDOUS MATERIALS PROGRAM	5,256	(108,416)	98,950	207,366	(191.3%)
ENVIRONMENTAL HEALTH-UST OVERSIGHT	(34)	0	0	0	0.0%
INTEGRATED WASTE MANAGEMENT	(480)	(17,136)	0	17,136	(100.0%)
LEAD-BASED PAINT ABATEMENT	0	0	298,731	298,731	0.0%
<b>NET COUNTY COST</b>	<b>1,981,112</b>	<b>4,459,447</b>	<b>5,666,394</b>	<b>1,206,947</b>	<b>27.1%</b>

<b>STAFFING</b>					
ADMINISTRATION	7	7	8	1	14.3%
PLANNING SERVICES	9	9	10	1	11.1%
CODE ENFORCEMENT	2	2	3	1	50.0%
BUILDING & SAFETY SERVICES	6	7	7	0	0.0%
ENVIRONMENTAL HEALTH SERVICES	20	21	21	0	0.0%
HAZARDOUS MATERIALS PROGRAM	7	7	7	0	0.0%
INTEGRATED WASTE MANAGEMENT	1	1	1	0	0.0%
<b>TOTAL STAFFING</b>	<b>52</b>	<b>54</b>	<b>57</b>	<b>3</b>	<b>5.6%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$945,787 or 9.1% in revenues and an increase of \$2,152,734 or 14.5% in appropriations when compared to FY2021/22 Adopted Budget. As a result, the Net County Cost increased by \$1,206,947 or 27.1%.

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 Recommended Budget includes a \$945,787 increase in revenues primarily due to the following:

- Licenses, Permits and Franchises reflect a net increase of \$615,570 primarily from increases in Food Permits, Body Art Permits, and Penalty Fees as a result of COVID-19 restrictions easing. This is offset by a decrease in revenues for Zoning Permits related to Accessory Dwelling Units no longer requiring administrative permits.
- Intergovernmental Revenues reflect a net decrease of \$248,050 primarily from reductions in State grant revenue, including the CalRecycle Waste Tire Program, and SB 2 and Local Early Action Planning (LEAP) housing grants and reduction of revenues from FEMA for LNU fire reimbursements.
- Charges for Services reflect a net increase of \$1,088,414 primarily from reimbursement for the new Lead-based Paint Abatement Program being implemented in FY2022/23 from Lead Paint lawsuit settlement funds.
- Miscellaneous Revenue reflects a net decrease of \$510,147 from Other Revenue due to a technical adjustment for recording revenue from the Hazardous Waste and Biosolids trusts used to reimburse certain expenditures.

Primary Costs

The Recommended Budget includes a \$2,152,734 increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect a net increase of \$951,206 primarily due to the cost of three positions added since July 1, 2021, at Midyear and Recommended Budget, and for extra help staffing. Additionally, negotiated and approved labor contracts have resulted in increases in wages, CalPERS retirement costs, and insurance rates.
- Services and Supplies reflect a net increase of \$1,055,927 primarily due to costs associated with implementation of the Lead-based Paint Abatement program and increases in the Department's use of technology to facilitate efficient service to the public and businesses, resulting in an increase to Central Data Processing charges. This is offset by decreases in Liability Insurance costs and Contracted Services.
- Other Charges reflects an increase of \$133,222 primarily due to increases for Public Health services to support the Lead Abatement program and increases to Countywide Administrative Overhead charges.
- Intra-Fund Transfers reflect a net increase of \$16,320 due mainly to a \$16,103 increase in Interfund Services Professional as Environmental Health and Planning will provide less support to Delta Water in FY2022/23 due to the new Hydro-Geological Analyst position filled in FY2021/22.

Contracts

The FY2022/23 Recommended Budget includes a total of \$2,505,892 or 14.7% in contracted services which includes the following significant contracts:

Contracted Services and Other Professional Services work that is revenue offset includes:

- \$640,000 for lead abatement reimbursed by lead paint settlement funds.
- \$200,000 for lead assessment reimbursed by lead paint settlement funds.
- \$200,000 for environmental impact report work paid by applicants.
- \$200,000 for work to implement energy efficiency programs countywide paid by the Bay Area Regional Energy Network.
- \$119,400 for Hazmat inspection services reimbursed by the hazardous materials enforcement trust fund.

**Terry Schmidtbauer, Director of Resource Management  
Other Protection**

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- \$90,000 for continuing research on the land application of biosolids paid from fees collected from the applicators.
- \$90,000 for Accela conversion work reimbursed by the hazardous materials enforcement trust fund and permit fee revenue.
- \$80,000 for a contractor to assist with K-12 educational fieldtrips and community cleanups paid from integrated waste revenues.
- \$78,000 for a contractor to assist with plan check services and get caught up on the backlog of work due to COVID-19 and the LNU fire in the Consumer Protection section of Environmental Health, funded by permit fees.
- \$78,000 for contractor to get caught up on the backlog of work due to the LNU fire in the Technical section, funded by permit fees.
- \$74,000 for Building Inspection/permitting and plan check services as needed, paid through fees.
- \$50,000 for various Integrated Waste services like used oil and bilge pad collection, maintaining the California green business network database, and recycling outreach and education paid for by integrated waste fees and CalRecycle grants.
- \$25,000 contract with a waste hauler to support cleanup of roadside litter/debris paid from solid waste fees.
- Two \$25,000 contracts to be reimbursed by CalRecycle hazardous waste grants.
- \$25,000 for towing costs associated with removal of inoperative vehicles. Costs are recovered by reimbursement from property owner.
- \$15,000 for contractors to collect, sample and remove hazardous wastes paid by the hazardous materials enforcement trust fund.

Contracted Services and Other Professional Services work that is General Fund supported includes:

- \$100,000 for a contractor to assist with various Planning projects.
- \$64,000 to expand an existing data management system to include Code Compliance and to convert the existing data into the expanded system.
- \$50,000 for a consultant to assist in compliance inspections related to the State Mine and Reclamation Act (SMARA).
- \$50,000 for consultants to assist with various zoning code updates.
- \$50,000 to assist with Airport Land Use Commission (ALUC) review.
- \$50,000 for a consultant to assist with compliance review of Williamson Act contracts.
- \$50,000 for environmental and land use services.
- \$30,000 for a code enforcement officer as needed during vacancies.
- \$20,000 for a service to assist with compliance of the County's short-term rental ordinance.
- \$10,000 for weed abatement.
- \$10,000 for Accela support as needed.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

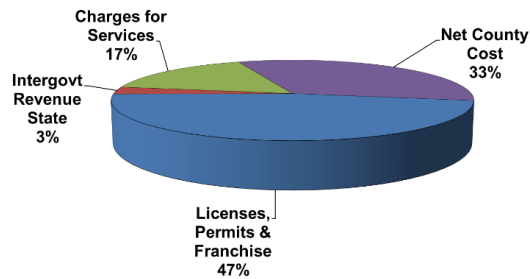
The Department is driven largely by permit activity, special projects to address Board directives, and work to meet State requirements. During FY2022/23, the Department will be involved in several ongoing and new projects at the request of the Board or in response to new State laws. These include staff participation in State Route 37 resiliency and Solano360 Fairground Development projects. Update of the County's Housing Element, Safety Element, Climate Action Plan, and Chapter 29 – Surface Mining and Reclamation (SMARA), continued study of Interstate 80 freeway interchanges for economic development activities, and establishing or amending several ordinances, including those related to vacation home rentals, commercial wind turbines,

nuisance abatement and noise will continue into the fiscal year. The Department will also be involved with the tentative map review for the Middle Green Valley Specific Plan, continued review of Williamson Act contracts and implementation of the Lead-based Paint Abatement Program in conjunction with the Public Health Division. There will also be increases to workload related to additional efforts to implement the new SB 1383 organics diversion and recovery mandates from the State.

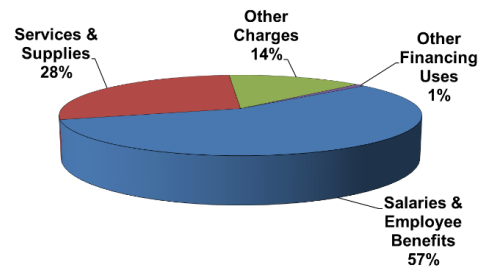
The Department continues to experience a high-level of permit activity, resulting in additional demands from the public and businesses for assistance and service, which must be balanced with meeting mandated State inspection or program implementation requirements. These requirements continue to place 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. The Department is becoming involved in more regional activities, such as review of affordable housing opportunities to help underserved populations. At the same time, there has been significant turnover in staff and staff vacancies during periods of high work demand. The Department will explore methods to retain and attract staff through training and outreach. As the costs for providing these services and implementing these programs increases, the Department will continue to balance its mission to provide service to the public and businesses 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.

Recovery of the LNU Lightning Complex fire burn area is and will be a high priority in the Department’s efforts. It is anticipated that work load in Building, Planning and Environmental Health Division to process permits to rebuild fire destroyed structures will increase in FY2022/23 and continue for a minimum of two years.

**SOURCE OF FUNDS**



**USE OF FUNDS**



Terry Schmidtbauer, Director of Resource Management  
Other Protection

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	7,284,615	7,343,894	7,959,464	615,570	8.4%
FINES, FORFEITURES, & PENALTY	341	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	266,053	646,875	496,653	(150,222)	(23.2%)
INTERGOVERNMENTAL REV FEDERAL	137,379	99,328	0	(99,328)	(100.0%)
INTERGOVERNMENTAL REV OTHER	26,185	29,500	31,000	1,500	5.1%
CHARGES FOR SERVICES	1,363,438	1,725,147	2,813,561	1,088,414	63.1%
MISC REVENUE	319,514	550,147	40,000	(510,147)	(92.7%)
<b>TOTAL REVENUES</b>	<b>9,397,524</b>	<b>10,394,891</b>	<b>11,340,678</b>	<b>945,787</b>	<b>9.1%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	7,194,432	8,723,818	9,675,024	951,206	10.9%
SERVICES AND SUPPLIES	2,190,433	3,750,685	4,806,612	1,055,927	28.2%
OTHER CHARGES	1,902,139	2,273,634	2,406,856	133,222	5.9%
OTHER FINANCING USES	136,393	168,058	164,117	(3,941)	(2.3%)
INTRA-FUND TRANSFERS	(44,762)	(61,857)	(45,537)	16,320	(26.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>11,378,635</b>	<b>14,854,338</b>	<b>17,007,072</b>	<b>2,152,734</b>	<b>14.5%</b>
<b>NET COUNTY COST</b>	<b>1,981,111</b>	<b>4,459,447</b>	<b>5,666,394</b>	<b>1,206,947</b>	<b>27.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Salaries and Employee Benefits are increasing by \$951,206 from costs of added positions since the adoption of the FY2021/22 Budget, increased costs due to implementation of various bargaining agreements for existing staff and increased use of Extra Help employees.
- Other Professional Services costs are increasing by \$866,234 for contract services related to the implementation of the Lead-based Paint Abatement Program offset by proceeds of the Lead Paint lawsuit settlement.
- Charges for Services revenues will increase by \$1,088,414 primarily from reimbursement for the new Lead-based Paint Abatement Program being implemented in FY2022/23 from Lead Paint lawsuit settlement funds.
- Central Data Processing Service costs are increasing by \$152,598 due to a 19% increase in costs for DoIT’s services to the Department.
- Contributions to Non County Agencies is increasing by \$15,000 for a combination of contributions to the City of Vallejo to conduct studies on the Lakes Water System and to the Solano Transportation Authority for Housing Element work.
- Revenues from Licenses, Permits & Franchises will be increasing by a net of \$615,570, including from Building and Food Permits, Body Art activities, and late fee penalties due to easing of COVID-19 restrictions.
- Intergovernmental Revenues will decrease by \$248,050 from a reduction in State grants and reimbursements from FEMA for LNU Lightning Complex fire.

**SUMMARY OF POSITION CHANGES**

Changes in position allocations since the adoption of the FY2021/22 Budget are provided below.

On March 08, 2022, the Board approved the following as part of the Midyear Budget:

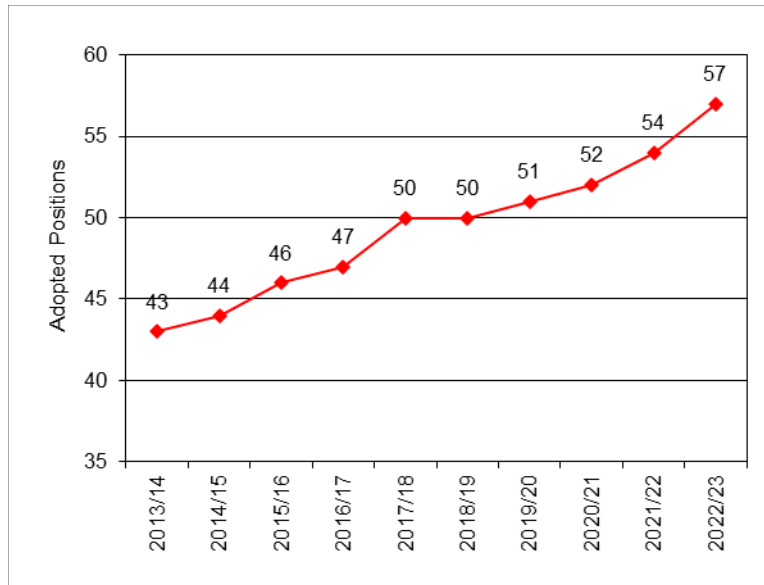
- Added 1.0 FTE Code Compliance Officer in order to keep up with the pace of code compliance complaints received and address the backlog of complaints.
- Added 1.0 FTE Principal Planner to provide greater flexibility and the ability to respond to increasingly complex projects by directing staff and outside consultants in delivery of work efforts.



The FY2022/23 Recommended Budget includes the following position change:

- Add 1.0 FTE Limited-Term Staff Analyst to expire June 30, 2025, which is fully revenue offset. The County will receive \$5 million over the next five years to implement and run a lead-based paint abatement program. A position is needed to administer the program, manage grants, and provide fiscal support. Half of this position will be funded by lead settlement funds and half by the Road Fund.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Due to the increase in devastating fires statewide, the Board of Forestry and Fire Prevention is preparing State Minimum Fire Safe Standards, 2022. The final standards could have a significant impact on future development in areas within the unincorporated Solano County, located in the State Responsibility Areas for fire response. The Department along with County Counsel’s Office continues to monitor the development of these regulations.

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law directing almost \$87 million of one-time funds to Solano County dedicated to direct and indirect relief in the continued response and recovery to the COVID-19 pandemic. Department staff have provided input on several subject matters as well as outreach to numerous organizations and entities to define proposed uses for the funds within the prescribed priorities of the Board of Supervisors. These efforts are on top of existing programs and work efforts that the Department is expected to deliver. Once priorities are defined and the funding plan is determined, staff will need to dedicate significant effort to the implementation of this plan which will continue over the next several years.

Work proposed specifically on the General Plan includes updating the Housing Element, incorporating various Airport Land Use Compatibility Plans, and clarifying Municipal Service Area criteria. The other work tasks anticipated in the next fiscal year include Zoning Code amendments to address short term vacation home rentals, commercial wind turbines, economic development on the I-80 corridor, amendments regarding nuisances, specifically noise, and special event standards, signs and updating parking standards.

CalRecycle SB 1383 regulations became effective on January 1, 2022. These regulations aim to achieve a 75% solid waste reduction by the year 2025 compared to the 2014 levels by enhancing recycling of organic waste. This will result in an increased workload of Local Enforcement Agency (LEA) staff responsible for solid waste permitting and enforcement throughout the County by requiring additional record reviews, education of various businesses on organic waste recycling, load checking, sampling and increased inspection frequency at regulated facilities. The Department has hired 1.0 FTE Environmental Health Specialist to assist in implementing these new requirements.

**Terry Schmidtbauer, Director of Resource Management  
Other Protection**

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Solano County continues to receive its portion of a settlement award (approx. \$4.9 million total through 2025) from a joint lawsuit filed against the paint industry regarding past health impacts from use of lead-based paint. This funding is to be used for implementing an outreach, educational and abatement program with a goal of mitigating lead impacted homes throughout the County. Staff presented the Workplan to the Board of Supervisors in February of 2022 and received direction to begin implementation of the Lead-based Paint Mitigation Program and staff from Environmental Health along with the Public Health Division of Health and Social Services will utilize various contractors to carry out assessment and lead abatement of the lead impacted properties.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets**

**2910 – Fund 001-Resource Management**

**Terry Schmidtbauer, Director of Resource Management**

**Other Protection**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1450 DELTA WATER ACTIVITIES	403,487	334,425	241,759	(92,666)	(27.7%)
1904 SURVEYOR/ENGINEER	45,639	51,000	40,800	(10,200)	(20.0%)
1950 SURVEY MONUMENT	11,040	10,345	9,843	(502)	(4.9%)
8215 HOME 2010 PROGRAM	9,440	444	423	(21)	(4.7%)
8220 HOMEACRES LOAN PROGRAM	18,205	23,450	6,480	(16,970)	(72.4%)
1510 HOUSING & URBAN DEVELOPMENT	3,010,491	4,450,000	3,700,000	(750,000)	(16.9%)
2950 FISH/WILDLIFE PROPAGATION PROG	3,845	4,879	3,612	(1,267)	(26.0%)
7000 PARKS & RECREATION	1,929,730	2,069,988	2,207,691	137,703	6.7%
<b>APPROPRIATIONS</b>					
1450 DELTA WATER ACTIVITIES	795,969	1,299,696	1,054,320	(245,376)	(18.9%)
1904 SURVEYOR/ENGINEER	141,385	140,957	140,921	(36)	(0.0%)
1950 SURVEY MONUMENT	3,413	337	55,536	55,199	16379.5%
8215 HOME 2010 PROGRAM	0	0	0	0	0.0%
8220 HOMEACRES LOAN PROGRAM	746	80,457	75,401	(5,056)	(6.3%)
1510 HOUSING & URBAN DEVELOPMENT	3,010,491	4,450,000	3,700,000	(750,000)	(16.9%)
2950 FISH/WILDLIFE PROPAGATION PROG	6,895	11,381	11,384	3	0.0%
7000 PARKS & RECREATION	1,714,835	2,065,943	2,217,571	151,628	7.3%
<b>NET CHANGE</b>					
1450 DELTA WATER ACTIVITIES	392,482	965,271	812,561	(152,710)	(15.8%)
1904 SURVEYOR/ENGINEER	95,746	89,957	100,121	10,164	11.3%
1950 SURVEY MONUMENT	(7,627)	(10,008)	45,693	55,701	(556.6%)
8215 HOME 2010 PROGRAM	(9,440)	(444)	(423)	21	(4.7%)
8220 HOMEACRES LOAN PROGRAM	(17,459)	57,007	68,921	11,914	20.9%
1510 HOUSING & URBAN DEVELOPMENT	0	0	0	0	0.0%
2950 FISH/WILDLIFE PROPAGATION PROG	3,050	6,502	7,772	1,270	19.5%
7000 PARKS & RECREATION	(214,895)	(4,045)	9,880	13,925	(344.3%)

A summary of the budgets administered by the Department of Resource Management is provided on the following pages.

## 1450 – Fund 001-Water Res & Delta Water Activities Summary of Other Administered Budgets

Terry Schmidtbauer, Director of Resource Management  
Legislative & Administration

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### DEPARTMENT PURPOSE

The Water Resources and 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 the Yolo Bypass region, have direct and indirect impacts on agricultural lands within the County's jurisdictional area if implemented. Water Resources & Delta Water Activities functions are carried out by a program manager and a hydro-geological analyst position, with support from other technical professionals in the Department of Resource Management, and by utilizing consultants and contractors.

### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

#### Challenges:

- The level of activity in FY2021/22 continues to warrant commitment of significant staff resources on behalf of the County. This included continued development of the Cache Slough Habitat Conservation Plan (HCP) to provide endangered species incidental take permits for water intake capabilities for agricultural operations in the Cache Slough region. Negotiations to complete the HCP by spring 2023 continues with the US Fish and Wildlife Service (USFWS), US National Marine Fisheries Service (NMFS), and California Department of Fish and Wildlife (CDFW), collectively referred to as "Agencies." This includes providing all environmental documents to comply with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), applying for 30-year incidental take permits through wildlife and resource agencies, and initiating long-term implementation of HCP mitigation actions (starting in the summer of 2023). The Department is also coordinating with the California Department of Water Resources (DWR) to secure resources and mitigation measures to implement the HCP.
- In January 2022, Department staff coordinated with other Groundwater Sustainability Agency (GSA) technical and advisory staff to submit the Solano Subbasin Groundwater Sustainability Plan (GSP) to DWR. The GSP describes how water resources throughout the Solano Subbasin will be sustainably managed over the next 40 years. Over the next year, Department staff will continue working with other GSA staff throughout the Subbasin to evaluate fees and actions to implement the long-term plan including establishing agreements with other GSAs and initiating a fee rate study.
- Staff oversee and/or coordinate with other County departments and local agencies on additional ongoing and proposed projects and programs, including: water system evaluation coordination with the 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; assisting other staff in Water Resources and Delta Water Activities and working groups; continued monitoring of the proposed Delta Water Tunnel project; participation in meetings, media outreach, and messaging of the Delta Counties Coalition; and engagement with State and federal agencies on large-scale ecosystem and flood planning efforts in the Yolo Bypass/Cache Slough region. The many potential large-scale ecosystem projects with clear impacts to agriculture will require staff efforts and add urgency for solutions involving collaborative approaches and new programs to obtain a suite of regional protection assurances and address potential impacts in FY2022/23 and beyond.

#### Accomplishments:

- Continued progress towards creation of the Cache Slough Habitat Conservation Plan (HCP) as funded by the Department of Water Resources (DWR). The HCP proposes to continue water diversion operations in the Cache Slough region in the face of potential increasing endangered and threatened aquatic species as State and private tidal habitat restoration projects come online. Development of the HCP includes coordinating with multiple stakeholders, consultants, wildlife permitting agencies, and ongoing outreach and plan reviews. This work will be ongoing through 2023 to obtain incidental take permits to allow continuation of water intake operations.

## Summary of Other Administered Budgets 1450 – Fund 001-Water Res & Delta Water Activities

Terry Schmidtbauer, Director of Resource Management  
Legislative & Administration

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- Presented, and the Board executed, a Memorandum of Understanding (MOU) between the California Department of Fish and Wildlife, California Department of Water Resources, and Solano County for exploring, preserving, and developing public recreational opportunities in the Cache Slough Sacramento-San Joaquin Delta area. Over the next year, through FY2022/23, staff will coordinate with the State to initiate outreach and identify feasible recreational opportunities in the Cache Slough/Yolo Bypass region.
- The Department coordinated with the DWR, local reclamation districts, and flood management engineers on identifying funding for flood risk reduction projects. In November, DWR awarded flood districts over \$5.1 million toward County-recommended projects in the Cache Slough region as part of the Lookout Slough settlement agreement and identified an additional \$20 million through State programs for other levees in the lower Yolo Bypass. Work will be ongoing in FY2022/23 and beyond to identify high priority flood management projects and to assist local agencies in securing funding for priority levee projects.
- Participated in subcommittees and outreach meetings for the Solano Subbasin Groundwater Sustainability Agency (GSA) and reviewed and provided comments on draft chapters of the Groundwater Sustainability Plan (GSP). The GSP was submitted to DWR in January 2022.
- The Program Manager presented at the Central Valley Flood Protection Board workshop on development of the HCP and the importance of agricultural sustainability in the Lower Yolo/Cache Slough delta region and with an ecosystem-flood focus as part of the 2022 Central Valley Flood Protection Plan update.
- The Program Manager monitored and provided substantial support to the members of the County Board of Supervisors serving on various Delta Boards and Commissions to provide useful analysis to the County's Board members serving in these functions. This included invitations to participate in other delta/water-related activities, such as the Water Resilience Portfolio, Delta Stewardship Council's Delta Adapts planning, and other processes initiated by the Governor.
- Oversaw periodic meetings of a 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 and also to inform direction as part of the HCP development.
- Participated in subcommittees of "The Partnership," which is comprised of representatives from local, State, and federal agencies in the Yolo Bypass/Cache Slough region. Partnership subcommittees meet regularly to collaborate on addressing regional impacts, including development of the above-mentioned HCP, flood risk reductions, and agricultural sustainability measures, among other critical programs for Yolo Bypass improvements.

### DEPARTMENT BUDGET SUMMARY

The Recommended Budget represents a \$92,666 or 27.7% decrease in revenues and a \$245,376 or 18.9% decrease in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the Net County Cost is decreased by \$152,710, or 15.8%. This Department is funded primarily by the General Fund.

The decrease of \$92,666 in revenue is due to this being the third year of a grant agreement with the Department of Water Resources (DWR) to develop a Cache Slough Habitat Conservation Plan. At the end of FY2019/20, the County entered into a \$750,000 grant agreement with DWR through December 2022 to develop a Habitat Conservation Plan for Cache Slough and the lower Yolo Bypass. The grant will provide \$194,926 in FY2022/23 compared to \$332,910 in FY2021/22, resulting in a \$137,984 decrease in Intergovernmental Revenues.

#### Primary Costs

The Recommended Budget decreased primarily due to the following:

- Salaries and Employee Benefits increased by \$35,438 due to step increases in wages, cost of living adjustments in accordance with bargaining agreements, and increases to health insurance and retirement benefits.
- Services and Supplies decreased by \$227,643 due primarily to a decrease in Other Professional Services for contract work to develop a Cache Slough Habitat Conservation Plan. This work is reimbursable by the Department of Water Resources grant, which also reduced in FY2022/23.

**1450 – Fund 001-Water Res & Delta Water Activities Summary of Other Administered Budgets**  
**Terry Schmidtbauer, Director of Resource Management**  
**Legislative & Administration**

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- Other Charges decreased by \$36,876 primarily due to a decrease in Countywide Administrative Overhead charges, resulting from a decrease in the reimbursable services used from other County agencies, such as County Counsel.
- Intrafund Services Professional decreased by \$16,548 primarily for reduction of Departmental administrative support to Water Resources and Delta Water Activities as a result of the addition of the Hydro-Geological Analyst Position in FY2021/22.

Contracts

The FY2022/23 Recommended Budget includes a total of \$450,620 or 42.7% in contracted services, which includes the following significant contracts:

- \$262,000 with ICF Jones & Stokes (Multi-Year) with a reimbursement by DWR totaling \$262,000.
- \$54,000 with Consero (Multi-Year) for Cache Slough outreach, assistance with public access, and grants.
- \$37,620 with Shaw Yoder for legislative advocacy on Delta water issues.
- \$35,000 contribution toward Delta Counties Coalition Coordinator services (contract held by Sacramento County).
- \$12,000 contribution for a Soluri Meserve contract for consulting support on the Delta Cache Slough/Yolo Bypass Delta Conveyance project (shared between Contra Costa and San Joaquin Counties).
- \$50,000 for expert review on draft EIR for the Delta Conveyance project.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The Water Resources and Delta Water Activities budget continues to support an increasing number of complex water-related issues and is overseeing long-term projects that will have lasting effects on Solano County. Staff monitors various commissions, councils and committees, and coordinates with contractors and other professional experts to respond to issues involving the Delta and water resources. Manager led work teams utilizing staff within the budget unit, from other divisions in the Department and within the County have been utilized in the past to accomplish goals. There is now an increasing level of technical oversight work under the Water and Natural Resources Activities program to develop and implement several long-term and complex projects, plans and agreements including the Groundwater Sustainability Management Act and implementation of the Groundwater Sustainability Plan, development of the Cache Slough Habitat Conservation Plan in 2023 and the multi-years for oversight and implementation of both the GSP and HCP, and coordination with other federal, State, and local partner agencies toward nature-based solutions on water resource management.

Department of Resource Management has been successful in establishing partnerships with other local agencies to accomplish tasks and shared costs to achieve mutually beneficial outcomes. While the Department believes the Recommended Budget can address work demands to protect County interest in the Delta and related to other groundwater and surface water policies and projects, it may be necessary to request additional funding once State, federal, regional and local 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-Water Res & Delta Water Activities**  
**Terry Schmidtbauer, Director of Resource Management**  
**Legislative & Administration**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	403,487	334,425	194,926	(139,499)	(41.7%)
CHARGES FOR SERVICES	<u>0</u>	<u>0</u>	<u>46,833</u>	<u>46,833</u>	<u>0.0%</u>
<b>TOTAL REVENUES</b>	<b>403,487</b>	<b>334,425</b>	<b>241,759</b>	<b>(92,666)</b>	<b>(27.7%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	226,052	433,211	468,649	35,438	8.2%
SERVICES AND SUPPLIES	489,615	741,206	513,563	(227,643)	(30.7%)
OTHER CHARGES	14,356	37,905	1,029	(36,876)	(97.3%)
OTHER FINANCING USES	2,323	4,464	4,717	253	5.7%
INTRA-FUND TRANSFERS	<u>63,622</u>	<u>82,910</u>	<u>66,362</u>	<u>(16,548)</u>	<u>(20.0%)</u>
<b>TOTAL APPROPRIATIONS</b>	<b>795,969</b>	<b>1,299,696</b>	<b>1,054,320</b>	<b>(245,376)</b>	<b>(18.9%)</b>
<b>NET COUNTY COST</b>	<b>392,482</b>	<b>965,271</b>	<b>812,561</b>	<b>(152,710)</b>	<b>(15.8%)</b>

<b>STAFFING</b>					
DELTA WATER ACTIVITIES	<u>1</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL STAFFING</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Other Professional Services is decreasing by \$267,073 due primarily to a decrease in contract work to develop a Cache Slough Habitat Conservation Plan. This work is reimbursable by the Department of Water Resources grant, which is also reduced in FY2022/23.
- State Other revenue is decreasing by \$137,984 due to less work required in the third year of a grant agreement with the Department of Water Resources (DWR) to develop a Cache Slough Habitat Conservation Plan. At the end of FY2019/20, the County entered into a \$750,000 agreement with DWR through December 2022 to develop a Habitat Conservation Plan for Cache Slough and the lower Yolo Bypass. The grant will provide \$194,930 in FY2022/23.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation requested in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Water Resources and Delta Water Activities Division continues to support an increasing number of complex water-related issues and will continue working with regional groups and State agencies to provide necessary oversight to long-term projects that will have lasting effects on Solano County and the region. The Delta Water Tunnel project will require continued consultant expertise and staff time as well as legal support to evaluate the proposed project which will continue in FY2022/23 and likely have impacts in subsequent fiscal years. The proposed Delta Conveyance Project draft environmental reports are proposed for public review starting in summer 2022. In order to review and provide comments on the documents, staff will develop a review team of department and coordinating agency staff, along with contracting with outside consultant experts. It is anticipated that funding to fully complete and initially implement the Solano Subbasin GSP will be required, and the County may be approached to contribute to this effort. The Department will bring this matter separately for the Board’s consideration should such a request occur.

In November 2021, the County executed an MOU with the DWR and CDFW for exploring, preserving, and developing public recreational opportunities in the Cache Slough Sacramento-San Joaquin Delta area. Over FY2022/23 County and State staff will coordinate with local stakeholders to identify public access priorities in the Cache Slough region to implement.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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, Dixon, and Suisun City on a reimbursable basis. In addition, the Division maintains a central repository and source of information on non-road surveying and engineering matters and responds to public requests for information and service. The work is performed by Public Works Engineering Division employees on a reimbursable basis through fees for services, or the General Fund.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$10,200 or 20.0% in revenues and a decrease of \$36 or 0.0% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the Net County Cost increased by \$10,164 or 11.3%. The decrease in revenue is primarily due to slower than anticipated recovery from the LNU fire, resulting in reduced map check revenues. The decrease in appropriations is the result of a reduction in the Countywide Administrative Overhead cost.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	45,632	50,800	40,800	(10,000)	(19.7%)
MISC REVENUE	7	200	0	(200)	(100.0%)
<b>TOTAL REVENUES</b>	<b>45,639</b>	<b>51,000</b>	<b>40,800</b>	<b>(10,200)</b>	<b>(20.0%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	141,385	140,957	140,921	(36)	(0.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>141,385</b>	<b>140,957</b>	<b>140,921</b>	<b>(36)</b>	<b>(0.0%)</b>
<b>NET COUNTY COST</b>	<b>95,746</b>	<b>89,957</b>	<b>100,121</b>	<b>10,164</b>	<b>11.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**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.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**Summary of Other Administered Budgets      1950 – Fund 281-Survey Monument Preservation**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other General**

**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 \$502 or 4.9% in revenues and an increase of \$55,199 or 16,379.5% in appropriations when compared to the FY2021/22 Adopted Budget. The increase in appropriations is a result of a contract to replace damaged or no longer accessible survey monuments, and to place new survey monuments at key points throughout the County for use as reference points for land surveying and Public Works construction design.

Contracts

The FY2022/23 Recommended Budget includes the following significant contract: \$50,000 for replacement of damaged or inaccessible survey monuments and placement of new survey monuments.

Fixed Assets

None.

See related Budget Unit 9123 – Fund 281 Contingencies (refer to Contingences section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	650 10,390	885 9,460	443 9,400	(442) (60)	(49.9%) (0.6%)
<b>TOTAL REVENUES</b>	<b>11,040</b>	<b>10,345</b>	<b>9,843</b>	<b>(502)</b>	<b>(4.9%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES OTHER CHARGES	0 3,413	0 337	50,000 5,536	50,000 5,199	0.0% 1,542.7%
<b>TOTAL APPROPRIATIONS</b>	<b>3,413</b>	<b>337</b>	<b>55,536</b>	<b>55,199</b>	<b>16,379.5%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(7,627)</b>	<b>(10,008)</b>	<b>45,693</b>	<b>55,701</b>	<b>(556.6%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The increase of \$50,000 in Other Professional Services will provide for survey monument repair or replacement work to be completed during FY2022/23.

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

Terry Schmidtbauer, Director of Resource Management  
 Other General

**FUNCTION AND RESPONSIBILITIES**

This budget unit is part of Fund 105, which includes past housing rehabilitation programs funded under Community Development Block Grants (CDBG) and the State Housing and Community Development’s federally-funded HOME Investment Partnerships Program (HOME) that provided low-interest loans to income-qualified homeowners to conduct housing rehabilitation work to address health and safety problems and bring structures up to current building codes. While grant programs have closed (CDBG 1999, CDBG 2000, HOME 2006, HOME 2010), funds return to the County as program income when property owners sell or refinance their homes. Each funding source 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 million in loans from four programs, with repayment schedules primarily linked to the sale or refinancing of residences.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$21 or 4.7% in revenues when compared to FY2021/22 Adopted Budget, with no appropriation in FY2022/23.

There is no County Contribution for this program. The primary funding sources for Fund 105 are repayment of loans when property owners refinance or sell their homes, and interest earned on the fund balance.

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	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	9,440	444	423	(21)	(4.7%)
<b>TOTAL REVENUES</b>	<b>9,440</b>	<b>444</b>	<b>423</b>	<b>(21)</b>	<b>(4.7%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(9,440)</b>	<b>(444)</b>	<b>(423)</b>	<b>21</b>	<b>(4.7%)</b>

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**FUNCTION AND RESPONSIBILITIES**

The Homeacres Loan Program (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 \$289,915 in existing loans to income-qualified homeowners, with approximately \$1.9 million in funds available for loans (see Fund 120 Contingencies). In recent years, activity 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, however the LNU Lightning Complex fire and the COVID-19 pandemic delayed the program. This marketing and liaison activity will continue in FY2022/23 and the contractor will serve as the liaison between homeowners and building contractors to facilitate structure rehabilitation and updates through the Fund should the marketing generate community interest to utilize the Program. The Department is also exploring other appropriate uses for the fund that could improve homes and home availability in the Homeacres area.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$16,970 or 72.4% in revenues and a decrease of \$5,056 or 6.3% in appropriations when compared to the FY2021/22 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 \$6,480 in accrued interest income, which represents an decrease of \$16,970 compared to the FY2021/22 Adopted Budget resulting from lower interest rates. Appropriations of \$75,401 result from a \$75,000 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, while \$306 is appropriated for accounting services, and \$95 is appropriated for Countywide Administrative Overhead.

Contracts

The FY2022/23 Recommended Budget includes a total of \$75,000 in professional services, which includes the following significant contracts:

- \$75,000 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.

Terry Schmidtbauer, Director of Resource Management  
Other Protection

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	18,205	23,450	6,480	(16,970)	(72.4%)
<b>TOTAL REVENUES</b>	<b>18,205</b>	<b>23,450</b>	<b>6,480</b>	<b>(16,970)</b>	<b>(72.4%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	306	80,306	75,306	(5,000)	(6.2%)
OTHER CHARGES	440	151	95	(56)	(37.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>746</b>	<b>80,457</b>	<b>75,401</b>	<b>(5,056)</b>	<b>(6.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(17,459)</b>	<b>57,007</b>	<b>68,921</b>	<b>11,914</b>	<b>20.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget continues to provide \$75,000 for a contractor to administer the Fund, including actively advertising/marketing the availability of the Program, gauge community interest, serve as a liaison between homeowners and building 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 FY2022/23.

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**FUNCTION AND RESPONSIBILITIES**

This budget was established to encompass programs funded directly by 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 administering agencies. Each Division within the budget unit maintains its own dedicated Fund Balance. The principal and current 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, 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. From Program inception in 1978, SCHA has contracted out for the day-to-day administration and financial management of the Section 8 Housing Assistance Program and its companion Family Self-Sufficiency Program (Programs). 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 Programs and that contract continues to remain in effect.

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 contracts with HUD and the contractual agreements for housing program administration with the City of Vacaville.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a \$750,000 or 16.9% decrease in both revenues and appropriations when compared to FY2021/22 Adopted Budget. As a result, there is no change in Fund Balance.

The U.S. Department of Housing and Urban Development allocated additional vouchers to the Solano County Housing Authority in FY2021/22. Due to a shortage of housing, not all of the new vouchers have been utilized, a problem across the State not unique to Solano County. However, the number of residents served by the program has increased significantly each fiscal year since FY2018/19, and voucher utilization in FY2022/23 is anticipated to increase again over FY2021/22. Currently 231 families are using vouchers and have obtained housing, 23 families are qualified for vouchers but cannot find housing, and 114 vouchers are unused due to a combination of COVID-19 impacts, a lack of overall housing availability, and a lack of landlord participation in the program. To provide additional flexibility of housing opportunities, the Board, serving as the SCHA, approved an amendment to its Administrative Plan for use of up to 60 Housing Choice Vouchers as project based vouchers, resulting in vouchers assigned to housing units, rather than to voucher holders. The City of Vacaville, which administers the program for the County, will continue outreach to increase the number of rental property owners enrolled in the program, allowing more residents to be served.

There is no County Contribution for this program.

Contracts

The FY2022/23 Recommended Budget includes a total of \$3,700,000 or 100% in appropriations for professional services for an existing agreement with the City of Vacaville to administer SCHA programs. The Section 8 Housing Assistance Program projects 276 active vouchers utilized, totaling 3,312 cumulative months of assistance for participants. Administrative costs total \$387,744, approximately 10.5% of program expenditures.

Fixed Assets

None.

**1510 – Fund 150-Housing Authority**

**Summary of Other Administered Budgets**

**Terry Schmidtbauer, Director of Resource Management  
Other Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	3,010,491	4,450,000	3,700,000	(750,000)	(16.9%)
<b>TOTAL REVENUES</b>	<b>3,010,491</b>	<b>4,450,000</b>	<b>3,700,000</b>	<b>(750,000)</b>	<b>(16.9%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	3,010,491	4,450,000	3,700,000	(750,000)	(16.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,010,491</b>	<b>4,450,000</b>	<b>3,700,000</b>	<b>(750,000)</b>	<b>(16.9%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget. The Housing Authority is staffed by the City of Vacaville Housing Authority 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 during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets 2950 – Fund 012-Fish/Wildlife Propagation Program**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

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**FUNCTION AND RESPONSIBILITIES**

The program is responsible for distributing fine monies collected within the County from violation of Fish and Game laws and mitigation funds collected from settlements involving wetlands. Funds collected are distributed through a competitive grant process to local applicant organizations and agencies for the improvement of wildlife habitat and propagation, environmental education, and wildlife rescue. Grant awards are distributed via the Fish and Wildlife Propagation Fund (FWPF) Grant Program and is administered by the Department of Resource Management, Parks and Recreation Division. The Division solicits and receives grant applications and forwards them to the Solano County Park and Recreation Commission for evaluation. After evaluation, the Commission recommends grant awards to the Board of Supervisors for approval.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,267 or 26.0% in revenues and an increase of \$3 or 0.0% in appropriations when compared to FY2021/22 Adopted Budget, resulting in a \$1,270 increase in the use of the Fish and Wildlife Propagation Fund Balance.

Primary Funding Sources

The primary funding sources for the Fund are fine monies collected within the County from violation of Fish and Game laws and mitigation funds collected from settlements involving wetlands. It is anticipated that revenues from Vehicle Code Fines will be \$3,500 and interest income on the Fund will be \$112, which results in a total revenue decrease of \$1,267 to the Fund compared to the FY2021/22 Adopted Budget.

Primary Costs

The Recommended Budget includes a \$3 or 0.0% increase in appropriations primarily due to an increase in Countywide Administrative Overhead. The Recommended Budget includes the use of \$10,000 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 FY2021/22 competitive grant cycle; however, final applications received were down due to COVID-19 restrictions on student and citizen participation in programs. The Department intends to continue its outreach strategy in FY2022/23 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.

**2950 – Fund 012-Fish/Wildlife Propagation Program Summary of Other Administered Budgets**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	3,434	4,300	3,500	(800)	(18.6%)
REVENUE FROM USE OF MONEY/PROP	411	579	112	(467)	(80.7%)
<b>TOTAL REVENUES</b>	<b>3,845</b>	<b>4,879</b>	<b>3,612</b>	<b>(1,267)</b>	<b>(26.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	147	350	350	0	0.0%
OTHER CHARGES	6,749	11,031	11,034	3	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>6,895</b>	<b>11,381</b>	<b>11,384</b>	<b>3</b>	<b>0.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>3,050</b>	<b>6,502</b>	<b>7,772</b>	<b>1,270</b>	<b>19.5%</b>

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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 include promoting a high quality outdoor experience and ensuring excellent customer service and safety for park patrons, park revenue fee collection, park maintenance and repairs, and being responsible stewards of our parks’ resources so the parks remain available for public use and enjoyment. The Division is responsible for public access, public safety and maintenance operations of three campgrounds, two picnic areas, one sand beach, two motorized and one small craft boat launches, two fishing piers, one trail access and staging area and the Lake Solano Nature Center. Additional responsibilities include ongoing cleaning and maintenance of over 200 acres of turf, landscaping, paved roads and parking lots, restrooms and shower buildings, a fishing pond, water wells, sewage systems, exhibits, and other park facilities, assets, and equipment.

The Division, with the assistance of two contracted volunteer coordinators, administers a Park Volunteer Program that provides camp hosts, tour docent environmental education programs and volunteer labor for trail and environmental restoration projects. The Division also manages contracts and ensures completion of work to improve fish and wildlife education and habitat restoration efforts awarded through the County’s Fish and Wildlife Propagation Fund.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- The COVID-19 pandemic significantly impacted operations at Lake Solano Park and Sandy Beach Park, from capacity restrictions in camping, beach, and picnic areas to periods of full closure. Parks staff implemented social distancing protocols, enhanced cleaning, and imposed capacity limits to follow COVID-19 safety guidelines through FY2020/21 and most of FY2021/22, ultimately resuming pre-COVID-19 operations in the spring of 2022 so visitors can once again enjoy the parks. The FY2022/23 Budget reflects park use at pre-pandemic levels; however, should new State or local restrictions become applicable they could significantly affect park operations in FY2022/23, and revenue projections would likely not be met.
- Lake Solano Park continues to recover from the LNU Lightning Complex fire that destroyed park assets including boundary fencing, all maintenance equipment and supplies, a workshop, the park residence observation decks and damaged plumbing and electrical infrastructure, while causing extensive habitat and natural resource damage, including damage or destruction to over four hundred trees. The return of camping access to the park occurred in summer 2021 resulting in high volumes of camping activity. Repairs to the Nature Center were completed in March 2022, allowing reopening of that facility. Replacement of fencing supplies and some equipment also occurred in FY2021/22. Recovery of the park from the effects of the fire is likely to continue into FY2022/23. A new fire replacement dwelling for park staff and shop are still needed, and habitat restoration is ongoing. Still, park operations have mostly returned to normal and visitation levels are at pre-LNU Lightning Complex fire levels.
- Infrastructure at the parks continues to need unanticipated maintenance due to the age of the systems and changing use patterns by the visiting public. For example, in early 2022 Sandy Beach Park experienced a failed irrigation well resulting in increased water service costs as staff temporarily utilized city water for irrigation and campsite needs while repairs were completed. Also at Sandy Beach, the non-operable waste vault system supporting the day use restroom is scheduled for final repairs in Spring 2022. In FY2019/20 the Department completed installation of an automated pay dump station at Sandy Beach Park and two similar systems will be installed at Lake Solano Park which will continue to provide an offset to the regularly increasing costs to dispose of sewage waste offsite as a result of the use of recreational vehicles (RV) instead of tent camping.
- The use of RVs at the parks has also led to increased demands on the parks’ campgrounds’ existing electrical system, which was not designed for today’s RV electrical demands. The Department will continue to explore possible methods and grant funding to upgrade the electrical system in the campgrounds during this and subsequent fiscal years.
- The current Parks staffing levels are only able to provide the minimum levels of coverage to keep the parks open to the public, with no provision for instances of planned and unplanned leave coverages, often leaving coverage voids or increases in

Terry Schmidtbauer, Director of Resource Management  
Recreation Facility

inefficiency as staff are pulled from their primary duty location to provide patchwork coverage at multiple locations within a workday. Attendance levels in the parks have returned to previous record levels, intensifying the need for appropriate staffing levels. The geographic location of County parks hinders staff coverage as the parks are up to an hour drive apart, causing increased consumption of fuels, impacts to patrol vehicles, and interruptions of service resulting from redeployed staff.

Accomplishments:

- Parks’ staff continue to exhibit their dedication to the public. Staff regularly adapted park operations to most appropriately meet the needs of the visiting public, including significant efforts expended to provide restoration and recovery work at Lake Solano Park. Working with partners such as Solano Resource Conservation District, and Putah Creek Council, park staff were able to continue in the revegetation of Lake Solano Park. This effort will be ongoing as plant and tree species that were not destroyed but were significantly stressed succumb to the damaging effects of fire activity.
- Coordination efforts with partners such as Solano Resource Conservation District, Putah Creek Council, the Bureau of Reclamation, 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 and future project funding opportunities with California Department of Water Resources in discussion.
- The Division continues to participate with partners such as California Department of Fish and Wildlife and the Audubon Society for wildlife habitat and migratory wildlife studies.
- Belden’s Landing repairs were completed to the fishing pier segment that was destroyed in the 2018 Branscombe Fire returning the pier back to full service and continued the partnership with Suisun Resource Conservation District which has assisted in working with the California Department of Water Resources for funding opportunities; the National Fish and Wildlife Foundation as a grant partner; and the inclusion into the San Francisco Bay Water Trail system.
- Upgrade of the Division’s campground reservation system was completed in March 2022. This upgrade increases the ease of use for staff and public, allowing for a more customer friendly reservation process and will integrate into a future maintenance management program for the Parks.

**WORKLOAD INDICATORS**

For FY2021/22, a new reservation system was implemented and due to this, Parks does not have comparable data; however, attendance levels are trending towards those realized in FY2017/18 and FY2018/19 where annual visitation averaged 208,000 people visiting the four County parks. During FY2020/21, an estimated 139,258 visitors were served at the County Parks, down from 196,813 in FY2019/20 due to the COVID-19 pandemic and LNU Lightning Complex Fire.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$137,703 or 6.7% in revenues and an increase of \$151,628 or 7.3% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the net fund cost is increased by \$13,925, the Parks Fund balance is decreased by \$9,880, and the General Fund Contribution is increased by \$52,421.

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.

The Recommended Budget includes an increase of \$137,703 in revenues primarily due to the following:

- Revenue from Taxes, including property taxes and ABX1-26 pass-through revenues, show a net increase of \$124,597.
- Revenue from Use of Money/Property is expected to decrease by \$1,759 due primarily to reduced rate of return on pooled investments.
- Other Financing Sources is expected to decrease by \$37,356 due to no operating transfer in appropriated.
- General Fund Contribution is expected to increase by \$52,421.

Primary Costs

The Recommended Budget includes an increase of \$151,628 or 7.3% in appropriations primarily due to the following:

- A net increase in Salary and Benefits of \$154,516 or 16.7% is primarily due to the annual cost of the proposed addition of a 1.0 FTE Park Ranger and reclassification of four Park Ranger Assistants to Park Ranger to provide the appropriate level of oversight at the parks, increase park operational hours, and take advantage of opportunities to assist partner agencies. The increase also results from negotiated and approved labor contracts causing increases in wages, CalPERS retirement costs, and insurance rates.
- A net decrease in Services and Supplies of \$13,200 or 1.7% is primarily due to the Parks reservation system being completed in FY2021/22 offset by increases in Household Expenses, Insurance, and Fuel.
- A net decrease in Other Charges of \$30,311 or 9.9% primarily from decreased costs for Countywide and Departmental Administrative Overhead.
- A net increase in Other Financing Uses of \$46,623 or 589.1% primarily for a new vehicle for the new Park Ranger position.

Contracts

The FY2022/23 Recommended Budget includes a total of \$74,200 or 3.3% in contracted services. Significant contracts include the following:

- \$30,000 Solano Land Trust docent and stewardship events at Lynch Canyon.
- \$25,000 Putah Creek Council docent and stewardship events at Lake Solano.
- \$11,000 Solano Resource Conservation District for docent and stewardship events at Lake Solano.
- \$7,500 for Property Tax services.

Fixed Assets

The FY2022/23 Recommended Budget includes the following fixed assets:

- \$32,000 for a trailer boom lift which will provide staff with appropriate equipment to remove dead and broken tree limbs, assist with maintenance of lighting ballast and elevated security cameras and maintain appropriate tree canopy heights along park trails and roads.

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 and open space resources, ensure correct staffing levels and authorities to meet public demands for park operating hours and 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, such as the Solano Land Trust. The proposed new Park Ranger position is meant to address these issues by allowing additional hours of operations at some of the parks in the County’s system.

Terry Schmidtbauer, Director of Resource Management  
 Recreation Facility

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	868,511	796,107	920,704	124,597	15.7%
FINES, FORFEITURES, & PENALTY	1,434	1,449	1,200	(249)	(17.2%)
REVENUE FROM USE OF MONEY/PROP	6,072	23,159	21,400	(1,759)	(7.6%)
INTERGOVERNMENTAL REV STATE	6,048	8,304	7,953	(351)	(4.2%)
INTERGOVERNMENTAL REV FEDERAL	75,965	34	34	0	0.0%
INTERGOVERNMENTAL REV OTHER	10,287	1,500	1,900	400	26.7%
CHARGES FOR SERVICES	387,858	624,500	624,500	0	0.0%
MISC REVENUE	978	5,000	5,000	0	0.0%
OTHER FINANCING SOURCES	0	37,356	0	(37,356)	(100.0%)
GENERAL FUND CONTRIBUTION	572,579	572,579	625,000	52,421	9.2%
<b>TOTAL REVENUES</b>	<b>1,929,730</b>	<b>2,069,988</b>	<b>2,207,691</b>	<b>137,703</b>	<b>6.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	816,369	926,690	1,081,206	154,516	16.7%
SERVICES AND SUPPLIES	536,794	786,154	772,954	(13,200)	(1.7%)
OTHER CHARGES	348,465	307,185	276,874	(30,311)	(9.9%)
F/A EQUIPMENT	6,226	38,000	32,000	(6,000)	(15.8%)
OTHER FINANCING USES	6,981	7,914	54,537	46,623	589.1%
<b>TOTAL APPROPRIATIONS</b>	<b>1,714,835</b>	<b>2,065,943</b>	<b>2,217,571</b>	<b>151,628</b>	<b>7.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(214,895)</b>	<b>(4,045)</b>	<b>9,880</b>	<b>13,925</b>	<b>(344.3%)</b>

<b>STAFFING</b>					
PARKS & RECREATION	7	7	8	1	14.3%
<b>TOTAL STAFFING</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>1</b>	<b>14.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Salary and Benefits are projected to increase by \$154,516 due to the annual cost of the proposed addition of 1.0 FTE Park Ranger and reclassification of 3.0 FTE Park Ranger Assistants to Park Ranger and negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- Transfers Out-Fleet is increasing by \$45,000 for a truck for the new Park Ranger Position to perform park patrols, haul parts and supplies and travel within and between park locations.
- Other Charges are decreasing by a net \$30,311 primarily related to a decreased in Countywide and Departmental Administrative Overhead costs.
- Revenue from Taxes, including property taxes and ABX1-26 pass-through revenues, show a net increase of \$124,597.
- Household Expense is increasing by \$35,000 for garbage service, cleaning supplies, septic services, and pest control as a result of increased park usage from easing of COVID-19 restrictions.

**SUMMARY OF POSITION CHANGES**

The FY2022/23 Recommended Budget includes the following position changes:

- Add 1.0 FTE Park Ranger to improve delivery of professional service to the park users by providing regular coverage assistance at the high visitation locations and allow flexible coverage as needed for special events, high volume visitation days, and maintenance and project work assistance as needed throughout all current park locations. This new position will also allow additional hours of operations at some of the parks in the County’s system. Funding for this position will be provided by the Parks Fund, with a partial increase to the General Fund contribution.

- Reclassify 3.0 FTE Park Ranger Assistant positions to Park Ranger to allow for the appropriate level of experience given the level of supervision and duties required. The change will provide the public with consistent and appropriate levels of service by ranger staff. Funding for these position changes will be provided by the Parks Fund, with a partial increase to the General Fund contribution.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Visitation levels continue to trend to the record levels experienced in the years prior to the COVID-19 operational restrictions and LNU Lightning Complex fire impacts. This is tempered by increased operational costs directly related to the visitation volumes as well as costs related to continuing the recovery from impacts from various fires affecting multiple parks, updated and increased cleaning and sanitization activities, and public safety power shutoffs. The Department’s request to add an additional Park Ranger position and to fund and reclassify three Park Ranger Assistants to Park Rangers is anticipated to address these needs. The Department will continue to evaluate staffing to ensure the availability of parks is maintained and the Division is prepared to undertake any partnership opportunity, as directed by the Board of Supervisors.

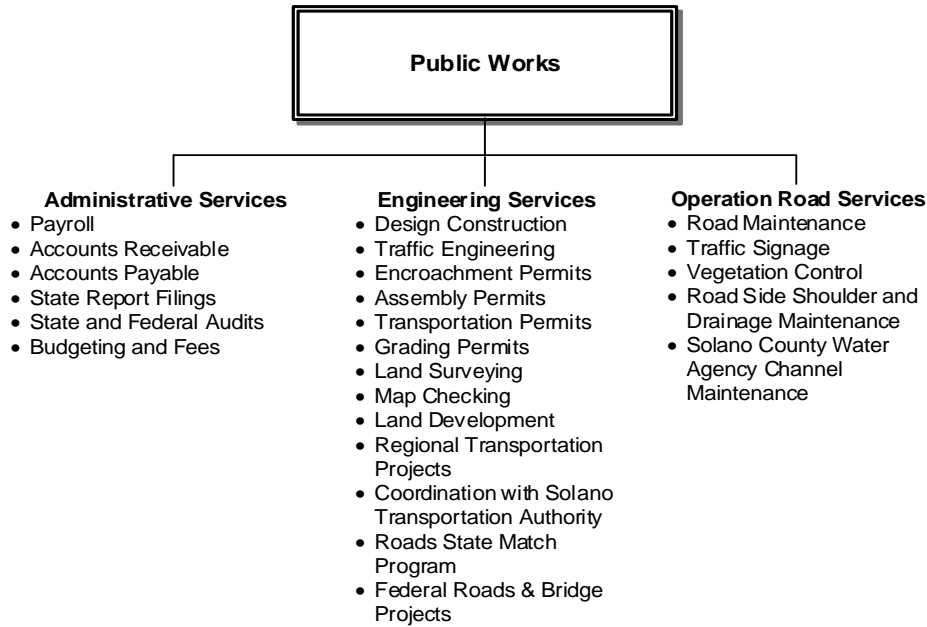
Fire recovery efforts at Lake Solano Park are expected to continue through FY2022/23. Construction and installation of significant structures at the park, including a park residence and maintenance yard and shop, are projected to occur into the summer months of 2022. Replacement purchases and/or installation of equipment and assets is also anticipated to continue into FY2022/23. Habitat restoration work is scheduled to continue into the cooler seasons as appropriate to the specific species of native flora to ensure the highest levels of effectiveness from re-planting. For this reason, included in the Budget is purchase of a trailer boom lift to be kept at Lake Solano Park to maintain tree canopies at CalFire standard heights for emergency access, thin the aging canopy and reduce the fire fuel load. Staff have performed emergency park evacuations as a result of fire activity at least once a year in the prior six years with three separate fire related emergency evacuations occurring between May and August of 2020. No wildfire activity threatened Lake Solano in 2021, but staff remains diligent in their efforts to mitigate future impacts to the park while monitoring ongoing recovery work.

Proposition 68, a statewide parks bond passed in 2018, continues to create grant opportunities for Parks and Recreation agencies statewide. The Parks Division continues to work with other Solano County Departments and agency partners to monitor and apply for appropriate grants as they become available.

The Department continues to work with various partner agencies to explore opportunities to enhance outdoor recreational access to the public. This includes continued discussions with the Solano Land Trust Staff and the City of Fairfield regarding potential coordination of operations activities at Patwino Worrta Kodoi Dihi Open Space Park and Rockville Hills Regional Park. The Department will continue to participate in these meetings discussing possible partnership opportunities should it arise, and by Board direction.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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**DEPARTMENTAL PURPOSE**

Public Works is responsible for providing and maintaining a safe, reliable roadway network and associated infrastructure in unincorporated Solano County for the benefit of the traveling public.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	26,780,839
FY2022/23 Recommended:	24,339,326
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	72

**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.
- Participate in regional transportation planning and the development of regional transportation projects as a member agency of the Solano Transportation Authority (STA).

**Terry Schmidtbauer, Director of Resource Management  
Public Ways**

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- Provide traffic engineering services, including traffic orders and signage.
- Issue various permits, including transportation, encroachment, grading and assembly permits.
- Provide engineering, surveying and construction work on road, bridges, parking lot, and drainage facilities for County departments, cities, and other agencies on a reimbursable basis.
- Contract with local contractors to maintain Solano County's three traffic signals.
- Contract with PG&E and local contractors to maintain Solano County's 590 existing streetlights 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:

- Workload demands increased while staffing levels were maintained at prior year levels. In addition, COVID-19 workplace protocols impacted all divisions, but especially Operations crews as they must maintain minimum staffing levels to work on the roadways. Improvements in systems for addressing potential grading violations and tracking new Pyrethroid Management related program impacts required focused efforts by staff that impacted other responsibilities. A competitive job market also contributed to on-going vacancies despite recruitment efforts, especially for higher level positions. The Department will continue to evaluate staffing levels to meet increased demands. The Department is also establishing a Public Works Annual Work Plan process to review annual goals, priorities, and resources to enhance service to the public.
- The Road Fund saw a \$1 million decrease in Gas Tax revenues from the prior year due to reduction in gas consumption during the COVID pandemic. A pavement overlay project and curve improvements on Foothill Drive were deferred to FY2022/23 to adjust for this unanticipated drop in revenue.
- Completion of repair and cleanup work from the LNU Lightning Complex Fire continued to impact staffing and resources. This included culvert repairs, replacing guardrail, and removing more hazardous trees. The Department continues to work to secure reimbursement from FEMA, the Federal Highway Administration, and insurance for these costs.
- The cleanup of illegally dumped roadside solid waste continues to impact the Road Fund and the availability of road crews to perform other road repair and maintenance projects. Over the past four years, the cost to Public Works has more than doubled, with an annual cost of approximately \$275,000. 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 led to the formation of an illegal dumping crew in FY2019/20 to address the problem countywide. An increasing number of homeless encampments require additional staff training and personal protective equipment. One of the biggest cleanup challenges Public Works faces is an increase in abandoned boats, travel trailers, and recreational vehicles in the County's right-of-way. Public Works crews also partner with Integrated Waste Management staff within the Department and other providers to recycle items and reduce the amount of waste sent to disposal at the landfill.
- 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 challenging. The County will continue to work with Caltrans to move



forward with the Stevenson Road Bridge project and will work to secure funding for Bunker Station Road Bridge. 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.

**Accomplishments:**

- Solano County maintained a pavement condition index of 79, 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.
- To mitigate the drop in Gas Tax revenue, the Department sought additional grants from regional agencies and State funding sources. The Department secured approximately \$524,000 in competitive grants for FY2022/23 projects from Yolo Solano Air Quality Management District, State Transportation Development Act funds, and State Highway Safety Improvement Program funds.
- Public Works Engineering worked to complete a significant number of road improvement projects including sidewalk installations in the unincorporated Vallejo area, intersection realignment at Farrell and Gibson Canyon Roads, widening and full depth reclamation on Lake Herman Road, and office improvements at the Rio Vista Corporation Yard.
- Public Works began design and public outreach for the Benicia Road Complete Streets Project, estimated at \$2.5 million. The Project includes significant streetscape (bike/ped/transit) improvements between Lemon Street and Beach Street and received a \$134,000 Transportation Development Act grant for pedestrian improvements. Public Works will seek additional grant funds in FY2022/23 with scheduled construction bidding in the latter part of the fiscal year.

**WORKLOAD INDICATORS**

- Road Operations chip-sealed a total of 42 miles on 17 County roads and performed surface repairs on 31 miles of roadway to extend the life of paved surfaces.
- Public Works responded to 1,481 illegal dump site locations within the public right-of-way that required removal/cleanup.
- Engineering staff completed work on five moderate to large sized road improvement projects including one project in joint coordination with the City of Vallejo.
- Engineering staff processed 245 encroachment permits, 25 grading permits, 431 single transportation permits, 92 annual transportation permits, 28 record of surveys, and 56 corner records.

Terry Schmidtbauer, Director of Resource Management  
Public Ways

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ENGINEERING SERVICES	3,796,319	9,655,360	7,194,700	(2,460,660)	(25.5%)
OPERATION ROAD SERVICES	1,279,333	1,206,893	1,403,406	196,513	16.3%
ADMINISTRATIVE SERVICES	17,105,306	19,399,989	21,643,882	2,243,893	11.6%
<b>TOTAL REVENUES</b>	<b>22,180,958</b>	<b>30,262,242</b>	<b>30,241,988</b>	<b>(20,254)</b>	<b>(0.1%)</b>
<b>APPROPRIATIONS</b>					
ENGINEERING SERVICES	15,704,588	14,861,500	11,374,361	(3,487,139)	(23.5%)
OPERATION ROAD SERVICES	9,368,577	10,220,584	10,843,327	622,743	6.1%
ADMINISTRATIVE SERVICES	2,350,109	2,061,459	2,121,638	60,179	2.9%
<b>TOTAL APPROPRIATIONS</b>	<b>27,423,274</b>	<b>27,143,543</b>	<b>24,339,326</b>	<b>(2,804,217)</b>	<b>(10.3%)</b>
<b>NET CHANGE</b>					
ENGINEERING SERVICES	11,908,268	5,206,140	4,179,661	(1,026,479)	(19.7%)
OPERATION ROAD SERVICES	8,089,244	9,013,691	9,439,921	426,230	4.7%
ADMINISTRATIVE SERVICES	(14,755,197)	(17,338,530)	(19,522,244)	(2,183,714)	12.6%
<b>NET CHANGE</b>	<b>5,242,315</b>	<b>(3,118,699)</b>	<b>(5,902,662)</b>	<b>(2,783,963)</b>	<b>89.3%</b>

<b>STAFFING</b>					
ENGINEERING SERVICES	21	21	21	0	0.0%
OPERATION ROAD SERVICES	45	45	46	1	2.2%
ADMINISTRATIVE SERVICES	5	5	5	0	0.0%
<b>TOTAL STAFFING</b>	<b>71</b>	<b>71</b>	<b>72</b>	<b>1</b>	<b>1.4%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$20,254 or 0.1% in revenues and a decrease of \$2,804,217 or 10.3% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the Net Road Fund Cost is decreased by \$2,783,963 or 89.3%, and the Net Road Fund Balance is increased by \$5,902,662.

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 three 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 is increasing by \$1.1 million in FY2022/23, resulting in total HUTA funding of \$11.3 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 a \$1.2 million increase in revenue in FY2022/23 from the Road Maintenance and Rehabilitation Account (RMRA) for a total of \$8.8 million.

In addition, Public Works will receive \$1.2 million in property taxes in FY2022/23 and \$3.6 million in federal funding on a project specific reimbursement basis.

The Recommended Budget includes a \$20,254 or 0.1% decrease in revenues primarily due to the following:

- Taxes are projected to decrease by \$18,401 per Auditor-Controller projections.
- Licenses and Permits are projected to decrease by \$1,801 as a net result of reductions in anticipated zoning permit revenues.
- Intergovernmental Revenues is projected to increase by \$649,481 primarily due to:
  - HUTA revenues are projected to increase by \$1,143,743 and SB 1 revenues are projected to increase by \$1,193,403.
  - Federal Other is projected to decrease by \$1,000,000 for a federal Solano Transportation Authority grant that was applied for in FY2021/22, but not awarded.
  - Federal Construction reimbursement is projected to decrease by \$899,553. Federal Highway Administration reimbursement totals \$3,639,700 for FY2022/23 for the Farm to Market Phase 3 and Midway Road Overlay projects.
  - State Other is projected to increase by \$80,000 for Highway Safety Improvement Program (HSIP) funding of the RTIF Safety Improvement/Rockville Park/Pedestrian Improvement project.
  - Other Governmental Agencies revenue is projected to increase by \$292,397. Total revenue from other government agencies for FY2022/23 totals \$1,324,000 for the following projects:
    - Benicia Road Improvement Project – funded by Transportation Development Act (TDA) \$134,000.
    - Winters Road Improvements – funded by Yolo Solano Air Quality Management District \$140,000.
    - RTIF Safety Improvement/Rockville Park/Pedestrian Improvement project, funded by:
      - Regional Transportation Improvement Funds (RTIF) \$300,000.
      - Solano Transportation Authority TDA \$300,000.
      - City of Fairfield \$150,000.
    - Foothill Road Safety Improvements – funded by RTIF Funds \$200,000.
    - Rio Vista Corporation Yard Improvements – funded by Public Facilities Fees \$100,000.
- Charges for Services is projected to increase by \$69,605 primarily due to:
  - \$98,900 increase in Services Provided to outside agencies due primarily to reimbursement from the City of Vacaville and the City of Fairfield for chip sealing their roads.
  - \$25,000 decreased reimbursement from Environmental Health for litter pick-up.
  - \$13,578 decrease in services provided to other County departments due primarily to a decrease in staff time spent on the County Consolidated Lighting District.
  - \$9,295 increase for administrative and accounting services provided to other Resource Management departments.
- Miscellaneous Revenues is decreasing by \$20,500 primarily due to less anticipated insurance reimbursement for damaged roads and guardrails.
- Other Financing Sources is projected to decrease by \$615,000 due to a \$750,000 decrease in Operating Transfers-In as there are no planned road projects in English Hills or the Recology landfill area, offset by an increase of \$135,000 in Sale of Nontaxable Fixed Assets due to selling heavy equipment at auction.

**Terry Schmidtbauer, Director of Resource Management**  
**Public Ways**

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Primary Costs

The Recommended Budget includes a \$2,804,217 or 10.3% decrease in appropriations due to the following:

- Salaries and Employee Benefits are projected to increase by a net of \$453,004 which includes \$143,500 for a proposed Public Works Maintenance Worker Lead position to provide additional supervision and coordination of projects and oversight of staff on the jobsite. The remaining \$309,500 increase is the combination of increased wages included in existing bargaining agreements, and other increases in CalPERS Retirement costs and insurance rates, offset by a decrease in Accrued Leave Payoff primarily due to no known retirements, and a decrease in Workman's Compensation and Unemployment Insurance.
- Services and Supplies are projected to decrease by \$2,424,771 due primarily to a decrease in road maintenance contract costs, along with increases and decreases in various operational expenditures. This includes decreases in telephone services costs, building maintenance, fees and permits, controlled assets, software subscriptions, utilities, and water. These decreases are partially offset by increases in GIS costs for Central Data Processing, County Garage Service to operate the Department's vehicles and heavy equipment, equipment maintenance, software maintenance and support, materials and supplies, moving, freight and towing costs.
- Fixed Assets of \$8,077,500 reflect a net decrease of \$513,000 primarily due to decreases to Construction in Progress attributed to improvements on Benicia Road, Foothill Drive, Cantelow and culvert replacements, Foothill Road Safety Improvements, Winters Road Improvements, RTIF safety improvements, and decreases to buildings and improvements and land acquisition costs, offset by increases for heavy equipment necessary for road maintenance activities.

Contracts

The FY2022/23 Recommended Budget includes a total of \$7,224,500 or 29.7% in contracted services which includes the following significant contracts:

- \$2,500,000 for Benicia Road Improvements.
- \$1,200,000 for Cantelow Culvert Replacement.
- \$1,100,000 for RTIF Safety Improvements.
- \$1,000,000 for Foothill Drive Safety Improvements.
- \$800,000 for Winters Road Improvements.
- \$260,000 for On-Call Guardrail Repair.
- \$250,000 for Consultant contracts to assist on projects.

Fixed Assets

The FY2022/23 Recommended Budget includes a total of \$1,378,000 in fixed assets which includes the following:

- \$400,000 Paint Striper for roadway striping maintenance and installation.
- \$230,000 Excavator for moving dirt and materials.
- \$220,000 Water Truck for vegetation management and dust suppression.
- \$175,000 Transport Truck to transport heavy equipment.
- \$140,000 Towable Sweepers to replace existing equipment beyond useful life.
- \$125,000 Pneumatic Roller for road construction activities.
- \$65,000 Mower Deck attachment for vegetation management.
- \$18,000 Vector Truck Camera attachment for inspection, verification, and documentation of road conditions.

- \$3,000 Auger Attachment for road construction activities.
- \$2,000 Skid Steer Attachment for road construction activities.

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 nearly doubled since FY2017/18. This has allowed the Department to significantly increase its project road work to address road maintenance and safety needs. While FY2021/22 experienced a decrease in HUTA revenue, initial estimates for FY2022/23 anticipate significant increases in funding as a result of post-pandemic economic activity, though such estimates could potentially be tempered by a stabilization or reduction in economic activity created by inflation and geopolitical uncertainties.

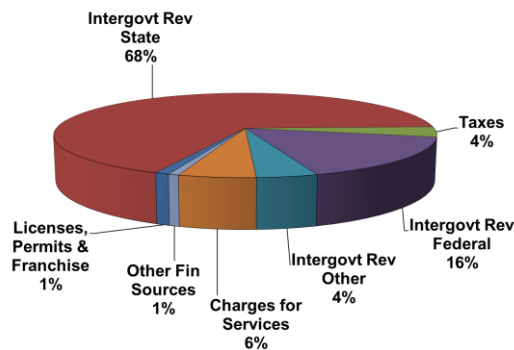
In addition to road and bridge repair, the County began focusing on its culvert system in FY2018/19, implementing the Culvert Inventory Project to establish a framework for inspecting and assessing the remaining life of concrete box culverts. The County has a large inventory of aging culverts that will need replacement, and this inspection and replacement process will aid in updating the County’s culvert inventory.

Starting in FY2019/20, the Department began using GIS to take inventory of its culverts, bridges, roads, signs, streetlights, striping, and traffic signals by tracking their location, condition, size, material type, and age. This data is 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.

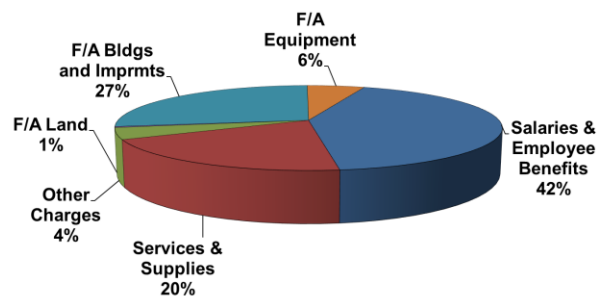
Public Works owns corporation yards in Fairfield, Vacaville, Rio Vista, and Dixon. Installation of a modular trailer to replace the office space at the Rio Vista corporation yard, including new fencing, sidewalks, and driveway improvements, took place in FY2020/21. Buildings at the remaining corporation yards 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. The Fairfield corporation yard also houses Fleet’s heavy equipment shop. The Department is working through an assessment needs process to evaluate potential facility upgrades, consolidation, and relocation to determine short and long-term plans for these facilities.

The Department will continue to seek opportunities to collaborate with cities and regional agencies to pool resources to complete mutually beneficial projects. Such collaboration increases available funding for regional road projects, which attracts quality contractors and results in more competitive bids. In FY2021/22 the Department worked with several local agencies for regional projects, including improvements to Lake Herman Road, Rockville Road, and a Pedestrian Safety project in the Homeacres area of Vallejo.

**SOURCE OF FUNDS**



**USE OF FUNDS**



Terry Schmidtbauer, Director of Resource Management  
Public Ways

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	1,131,507	1,174,065	1,155,664	(18,401)	(1.6%)
LICENSES, PERMITS & FRANCHISE	334,582	301,801	300,000	(1,801)	(0.6%)
REVENUE FROM USE OF MONEY/PROP	145,855	210,654	127,016	(83,638)	(39.7%)
INTERGOVERNMENTAL REV STATE	15,755,529	18,182,687	20,439,327	2,256,640	12.4%
INTERGOVERNMENTAL REV FEDERAL	742,911	6,866,694	4,967,138	(1,899,556)	(27.7%)
INTERGOVERNMENTAL REV OTHER	2,161,681	1,031,603	1,324,000	292,397	28.3%
CHARGES FOR SERVICES	1,621,584	1,605,738	1,675,343	69,605	4.3%
MISC REVENUE	6,515	42,000	21,500	(20,500)	(48.8%)
OTHER FINANCING SOURCES	280,795	847,000	232,000	(615,000)	(72.6%)
<b>TOTAL REVENUES</b>	<b>22,180,958</b>	<b>30,262,242</b>	<b>30,241,988</b>	<b>(20,254)</b>	<b>(0.1%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	8,593,221	9,799,777	10,252,781	453,004	4.6%
SERVICES AND SUPPLIES	9,074,759	7,269,478	4,844,707	(2,424,771)	(33.4%)
OTHER CHARGES	1,838,174	1,372,040	1,067,326	(304,714)	(22.2%)
F/A LAND	0	119,000	99,000	(20,000)	(16.8%)
F/A INFRASTRUCTURE	65,646	0	0	0	0.0%
F/A BLDGS AND IMPRMTS	6,687,282	7,325,000	6,600,000	(725,000)	(9.9%)
F/A EQUIPMENT	943,258	1,146,500	1,378,500	232,000	20.2%
OTHER FINANCING USES	220,933	111,748	97,012	(14,736)	(13.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>27,423,274</b>	<b>27,143,543</b>	<b>24,339,326</b>	<b>(2,804,217)</b>	<b>(10.3%)</b>
<b>NET CHANGE</b>	<b>5,242,315</b>	<b>(3,118,699)</b>	<b>(5,902,662)</b>	<b>(2,783,963)</b>	<b>89.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

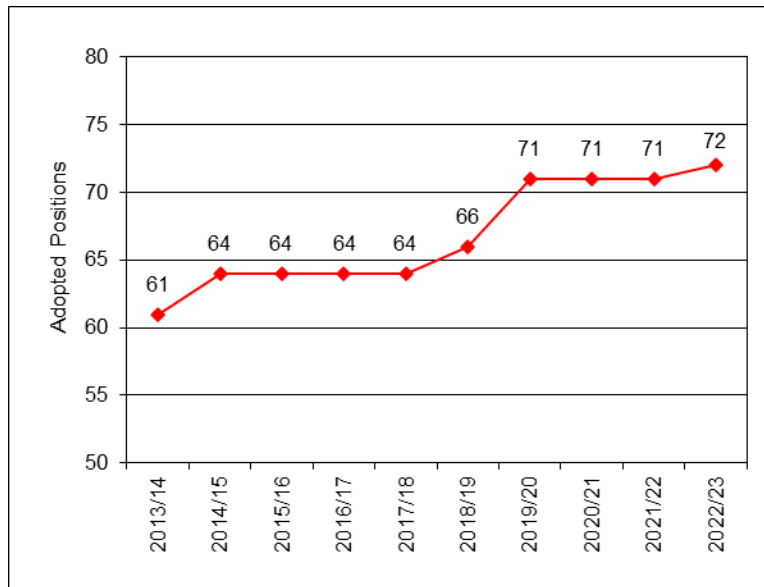
- The County is anticipating receiving gas tax revenue in the amount of \$20.1 million from the State for road construction and improvement projects via HUTA and RMRA which reflects an increase of \$2.3 million.
- Federal Other is projected to decrease by \$1,000,000 for a federal Solano Transportation Authority grant that was applied for in FY2021/22, but not awarded.
- Salary and Benefits are increasing by \$453,004 from inclusion of new Public Works Maintenance Worker Lead position and increased costs due to existing bargaining agreements and increased use of Extra Help employees.
- Revenue from Other Governmental Agencies is increasing by \$292,397 which partially funds several road improvement projects.
- Other Professional Services are decreasing by \$2,549,963 due to scheduled road maintenance and improvement project needs.

**SUMMARY OF POSITION CHANGES**

The FY2022/23 Recommended Budget includes the following position change:

- Add 1.0 FTE Public Works Maintenance Worker Lead position which is completely funded by the Road Fund. Additional supervision is needed for projects, overseeing staff while on the jobsite, increased project workload, and succession planning. Vegetation Management/Fire Hazard workloads continue to elevate, additionally, Operations is contracting with neighboring agencies to provide chip seal services and paint and stripe roads, increasing workload. A Lead position will also aid in succession planning efforts by providing a higher level of experience and training between the supervisors and manager.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Now that each component of SB 1 is fully implemented, revenue increases and decreases occur at more moderate rates. While fluctuations in fuel consumption, inflation, economic stability, and vehicle registrations affect SB 1 revenue, gasoline prices no longer directly tie to fuel tax rates, providing more revenue stability. Although fuel consumption has been declining in recent years, the rate of inflation has outpaced that decline, resulting in relatively stable gas tax revenues. FY2022/23 is projected to see a 12% increase over FY2021/22 as the State rebounds from the COVID-19 pandemic. This projected increase could be impacted by either recent inflationary trends created by geopolitical concerns having an overall negative impact on the economy, or a State or federal government freeze or roll-back on gas taxes. The Department will continue to closely monitor the revenue received and impacts of various governmental decisions and legislation and may need to adjust projects accordingly.

The Department will continue to seek opportunities to collaborate with cities and regional agencies to pool resources to complete mutually beneficial projects. Such collaboration increases available funding for these regional road projects, which should make the project more attractive to quality contractors and result in better competitive bidding practices.

Currently, the State is working to determine distributions from federal relief funds as well as current State surpluses. The County may see funds that will benefit active transportation and bridge projects from these sources. The Department will continue monitoring these various infrastructure funding opportunities.

Public Works owns corporation yards in Fairfield, Vacaville, Rio Vista, and Dixon. While the Rio Vista Corporation yard has been recently upgraded, the other corporation yard facilities date back to the 1950s and 1960s and have not undergone major renovations since originally constructed. The Fairfield corporation yard also houses Fleet’s heavy equipment shop. These aging facilities will need to be replaced or renovated in the near future. 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.

**3010 – Fund 101-Public Works**

**Summary of Other Administered Budgets**

**Terry Schmidtbauer, Director of Resource Management  
Public Ways**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
3030 REGIONAL TRANSPORTATION PROJ	0	15,111	7,556	(7,555)	(50.0%)
3020 PUBLIC WORKS IMPROVEMENT	473,120	475,387	439,944	(35,443)	(7.5%)
<b>APPROPRIATIONS</b>					
3030 REGIONAL TRANSPORTATION PROJ	12,153	15,111	7,556	(7,555)	(50.0%)
3020 PUBLIC WORKS IMPROVEMENT	174,573	750,000	0	(750,000)	(100.0%)
<b>NET CHANGE</b>					
3030 REGIONAL TRANSPORTATION PROJ	12,153	0	0	0	0.0%
3020 PUBLIC WORKS IMPROVEMENT	(298,547)	274,613	(439,944)	(714,557)	(260.2%)

A summary of the budgets administered by the Public Works Department is provided on the following pages.



**Summary of Other Administered Budgets      3030 – Fund 101-Regional Transportation Project**  
**Terry Schmidtbauer, 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 Services 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 principal loan balance outstanding as of June 30, 2022 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 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 a decrease of \$7,555 or 50% in revenues and appropriations when compared to the FY2021/22 Adopted Budget, which represents long-term debt proceeds and the interest payment towards the debt.

Contracts

None.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
OTHER FINANCING SOURCES	0	15,111	7,556	(7,555)	(50.0%)
<b>TOTAL REVENUES</b>	<b>0</b>	<b>15,111</b>	<b>7,556</b>	<b>(7,555)</b>	<b>(50.0%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	12,153	15,111	7,556	(7,555)	(50.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>12,153</b>	<b>15,111</b>	<b>7,556</b>	<b>(7,555)</b>	<b>(50.0%)</b>
<b>NET CHANGE</b>	<b>12,153</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

There are currently no new projects planned for FY2022/23.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**3030 – Fund 101-Regional Transportation Project      Summary of Other Administered Budgets**  
**Terry Schmidbauer, Director of Resource Management**  
**Public Ways**

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 \$35,443 or 7.5% in revenues and a decrease of \$750,000 or 100% in expenditures when compared to FY2021/22 Adopted Budget. As a result, the net fund cost is decreased by \$714,557, and the Public Works Improvement fund balance is increased by \$439,944.

Primary Funding Sources

The primary funding sources include: \$415,000 in impact fees from Recology Road Damage Agreement and \$21,000 in impact fees from the English Hills Zone of Benefit area, which represents a decrease of \$35,443 or 7.5% when compared to the FY2021/22 Adopted Budget due to a reduction in home construction, resulting in less impact fee revenue.

Primary Costs

The primary costs reflect a decrease of \$750,000 in Operating Transfers to the Road Fund as no projects are scheduled for the English Hills Zone of Benefit or Recology landfill 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	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	5,967	7,887	3,944	(3,943)	(50.0%)
CHARGES FOR SERVICES	423,007	425,000	415,000	(10,000)	(2.4%)
MISC REVENUE	44,147	42,500	21,000	(21,500)	(50.6%)
<b>TOTAL REVENUES</b>	<b>473,120</b>	<b>475,387</b>	<b>439,944</b>	<b>(35,443)</b>	<b>(7.5%)</b>
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	174,573	750,000	0	(750,000)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>174,573</b>	<b>750,000</b>	<b>0</b>	<b>(750,000)</b>	<b>(100.0%)</b>
<b>NET CHANGE</b>	<b>(298,547)</b>	<b>274,613</b>	<b>(439,944)</b>	<b>(714,557)</b>	<b>(260.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

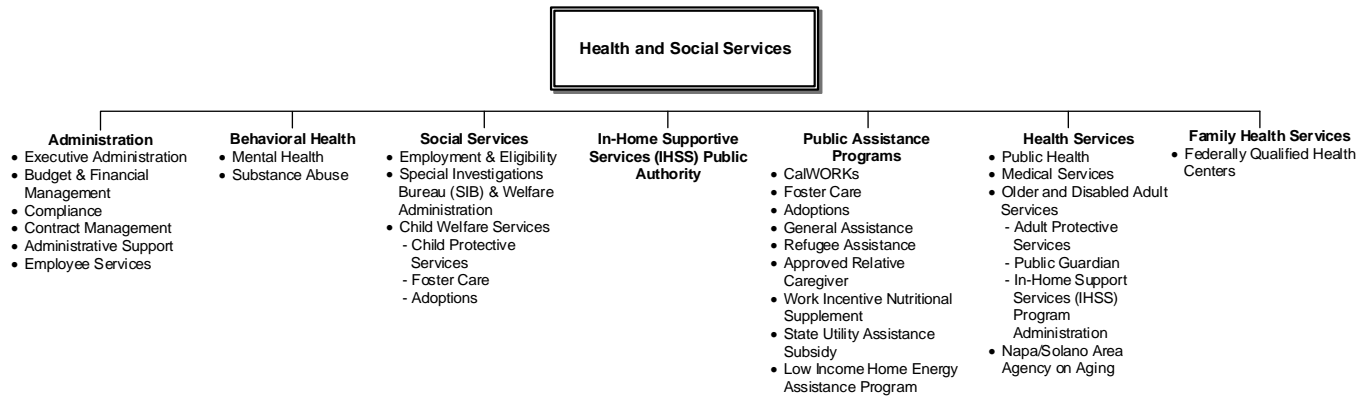
**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	360,591,850
FY2022/23 Recommended:	402,702,056
County General Fund Contribution:	26,972,829
Percent County General Fund Supported:	6.7%
Total Employees (FTEs):	1,367.15

**FUNCTION AND RESPONSIBILITIES**

H&SS is divided into seven financial divisions for budget reporting purposes: Administration, Behavioral Health, Social Services, In-Home Supportive Services (IHSS) – Public Authority, Public Assistance Programs, Family Health Services 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, authorization, and treatment services through a subcontract with the Partnership HealthPlan of California (PHC) under a federally approved Organized Delivery Services (ODS) regional model. Substance Abuse also provides case management and sober living housing for clients through the Federal Substance Abuse Block Grant (SABG) previously funded under the Proposition 47 grant program which expired in September 2021.

Social Services Budget (BU 7680) includes Employment and Eligibility Services, Welfare Administration, Child Welfare Services, and Older and Disabled Adult Services, 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).

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.

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Older and Disabled Adult Services (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 Area Agency on Aging (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.

Family Health Services Budget (BU 7580) includes operations of the Federally Qualified Health Center (FQHC) medical and dental clinics in Fairfield, Vacaville, and Vallejo. These are comprised of three primary care clinics and a pediatric clinic, three dental clinics, dental services at Women, Infants, and Children (WIC) clinics, as well as mobile dental and mobile primary care services. The majority of patients served by Family Health Services (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.

Health Services Budget (BU 7880) includes Public Health 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). 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**

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
ADMINISTRATION DIVISION	3,849,805	3,907,647	2,172,979	(1,734,668)	(44.4%)
BEHAVIORAL HEALTH DIVISION	92,848,067	110,985,167	115,856,894	4,871,727	4.4%
SOCIAL SERVICES DIVISION	108,016,240	124,278,650	135,819,324	11,540,674	9.3%
IHSS - PA ADMINISTRATION	647,785	855,338	908,258	52,920	6.2%
PUBLIC ASSISTANCE PROGRAMS	53,682,650	58,632,254	58,686,463	54,209	0.1%
FAMILY HEALTH SERVICES DIVISION	25,766,644	31,535,483	32,452,430	916,947	2.9%
HEALTH SERVICES DIVISION	<u>54,546,258</u>	<u>58,087,674</u>	<u>51,298,768</u>	<u>(6,788,906)</u>	<u>(11.7%)</u>
<b>TOTAL REVENUES</b>	<b>339,357,449</b>	<b>388,282,213</b>	<b>397,195,116</b>	<b>8,912,903</b>	<b>2.3%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION DIVISION	3,849,979	3,907,647	2,172,979	(1,734,668)	(44.4%)
BEHAVIORAL HEALTH DIVISION	92,850,325	110,985,167	115,856,894	4,871,727	4.4%
SOCIAL SERVICES DIVISION	107,964,598	124,278,650	135,819,324	11,540,674	9.3%
IHSS - PA ADMINISTRATION	647,785	855,338	908,258	52,920	6.2%
PUBLIC ASSISTANCE PROGRAMS	53,682,650	58,632,254	58,686,463	54,209	0.1%
FAMILY HEALTH SERVICES DIVISION	25,750,378	31,535,483	32,452,430	916,947	2.9%
HEALTH SERVICES DIVISION	<u>48,439,435</u>	<u>60,453,842</u>	<u>56,805,708</u>	<u>(3,648,134)</u>	<u>(6.0%)</u>
<b>TOTAL APPROPRIATIONS</b>	<b>333,185,151</b>	<b>390,648,381</b>	<b>402,702,056</b>	<b>12,053,675</b>	<b>3.1%</b>
<b>NET CHANGE</b>	<b>(6,172,298)</b>	<b>2,366,168</b>	<b>5,506,940</b>	<b>3,140,772</b>	<b>132.7%</b>

<b>STAFFING</b>					
ADMINISTRATION DIVISION	106.00	108.00	109.00	1.00	0.9%
BEHAVIORAL HEALTH DIVISION	216.25	216.25	229.25	13.00	6.0%
SOCIAL SERVICES DIVISION	656.00	669.00	692.50	23.50	3.5%
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%
FAMILY HEALTH SERVICES DIVISION	170.15	152.40	156.40	4.00	2.6%
HEALTH SERVICES DIVISION	<u>161.25</u>	<u>170.00</u>	<u>175.00</u>	<u>5.00</u>	<u>2.9%</u>
<b>TOTAL STAFFING</b>	<b>1,314.65</b>	<b>1,320.65</b>	<b>1,367.15</b>	<b>46.50</b>	<b>3.5%</b>

Primary Funding Sources

The primary funding sources for H&SS are federal and State Program revenues of approximately \$218 million (54.9% of total); 1991 Realignment (see glossary for definition) a Statewide (sales tax based) revenue - \$42.5 million; 2011 Public Safety Realignment (see glossary for definition) a Statewide (VLF and sales tax based) revenue - \$43.3 million; and Charges for Services estimated at \$27.1 million in reimbursements for services. The County General Fund Contribution of \$26.97 million represents 6.7% 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 the 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 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

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support services to H&SS. In FY2022/23, direct charges from other County departments plus Countywide Administrative Overhead total \$26.6 million of which 93.3%, or approximately \$25 million in federal, State and realignment funds are used to offset the County General Fund costs for various County central service departments that provide services to H&SS programs.

#### COVID-19 Related Funds

The FY2022/23 Recommended Budget includes \$13,211,025 in COVID-19 related funds compared to \$15,418,425 in FY2021/22, a decrease of \$2,207,400 or 14.32%. The decrease reflects \$1,538,875 decrease in federal direct grants and \$668,525 decrease in State pass-through funds.

#### Realignment Revenue

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.

#### 1991 Realignment

1991 Realignment, a dedicated percentage of State sales tax and vehicle license fees (VLF), is the second major funding source for H&SS. The distribution of 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 FY2022/23 Recommended Budget includes \$42.5 million in 1991 Realignment funds that will be drawn down and recognized as revenues.

1991 Realignment funds are allocated to three main areas:

- Health Services – a portion of the Health Realignment funding (approximately \$6.87 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 \$9.1 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.



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A portion of the 1991 Realignment funds previously set aside for the County's obligation to pay for indigent health care (W&I Code §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 in 2010, 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 in funds (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. Health and Mental Health lost funding of \$613,283 in FY2017/18 and \$509,458 in FY2018/19 as a result of the redirected growth funds. If the MOE structure had continued, the VLF base for Health and Mental Health would not have shared in any general growth funds until FY2020/21. However, 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

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 \$43.3 million in 2011 Realignment funds for FY2022/23. These funds are dedicated to Child Welfare Services, Foster Care, Mental Health, and Substance Abuse programs. Previously, under the 1991 Realignment, counties were required to fund a certain percentage of the program costs; starting in 2011, counties are fully responsible for funding the non-federal share of these programs using the 2011 Realignment revenue.

Both realignment funding streams (1991 and 2011) are heavily dependent upon economic conditions since the source is sales tax and VLF. During periods of economic downturn, funding declines while demand for human services programs increases. The increased risk of revenue loss during periods of peak demand requires H&SS to monitor cash receipts, project future revenues based on economic indicators, track service level demand, and develop cost-effective service delivery systems.

#### County General Fund Contribution

The Recommended Budget includes a County General Fund Contribution in the amount of \$26,972,829, an increase of \$3,064,582 when compared to the FY2021/222 Adopted Budget. The above amount excludes \$124,975 in additional transfers to H&SS – Administration representing the General Fund Contribution to Non-County Agencies contracted through H&SS.

The increase is comprised of the following:

- \$1,297,117 increase in Social Services due to increase in spending in the administration of CalFresh.
- \$1,337,437 increase in Family Health Services to fund fifty percent (50%) of the ongoing structural deficit in the primary care and dental clinics previously funded one hundred percent (100%) with 1991 Health Realignment.
- \$430,028 increase in Assistance due to increased contribution in the County share of cost of Foster Care, Adoptions Assistance, and General Assistance programs.

The County General Fund Contribution of \$26,972,829 is appropriated with \$6,276,737 funding the Assistance Programs, and \$20,696,092 funding the following operations in H&SS:

- \$2,967,241 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.

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- \$4,015,436 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.
  - \$3,542,175 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.
  - \$900,334 for administrative costs that are non-claimable.
  - \$1,419,356 to support H&SS integration, homeless outreach and community services efforts, SSI advocacy, Nurse Family Partnership, and CalFresh Verification programs.
  - \$1,337,437 to support the Family Health Services primary care and dental clinics.

Primary Operational Expenditures

Primary costs included in the Health and Social Services Department (Fund 902) allocated by Division:

- Administration (BU 7501) includes \$2,172,979 in appropriations which recovers most costs through Administrative Overhead Intrafund Transfers.
- Social Services (BU 7680) includes \$135,819,324 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 \$908,258 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 \$115,856,894 in appropriations which includes Mental Health and Substance Abuse.
- Family Health Services (BU 7580) includes \$32,452,430 in appropriations which includes primary and dental care clinics, including mobile vans.
- Health Services (BU 7880) includes \$56,805,708 in appropriations which includes Public Health and Medical Services.
- Assistance Programs (BU 7900) includes \$58,686,463 in appropriations which includes above referenced assistance programs.

Other Administered Budgets not part of Fund 902 includes \$21,196,510 for the IHSS Public Authority (Fund 152 - BU 1520), \$563,902 for Tobacco Prevention and Education (Fund 390 - BU 7950), \$6,493,802 Napa/Solano Area Agency on Aging (Fund 216 – BU 2160) and a Transfers-Out of \$34,552,426 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.

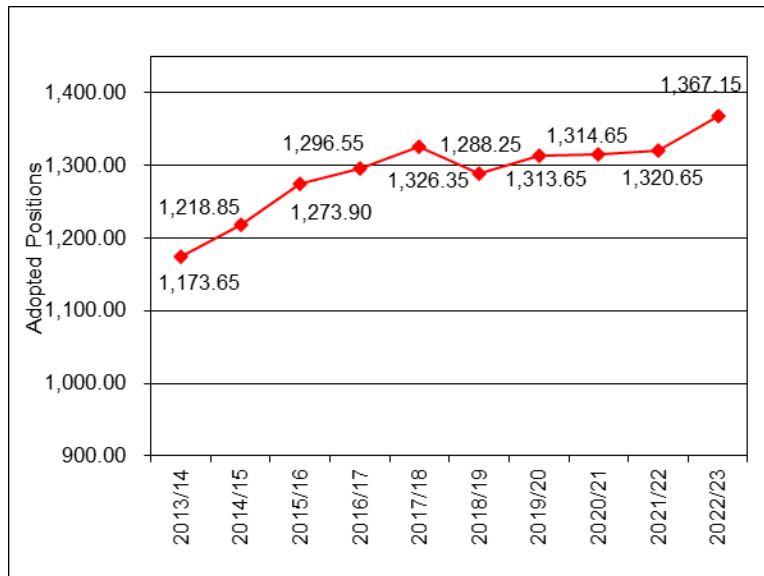
**DEPARTMENT COMMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Details on position changes are described in each H&SS Division in the subsequent pages of the budget section writeup.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

Additional details on Pending Issues and Policy Considerations are described in each H&SS Division.

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## **DEPARTMENTAL PURPOSE**

Health and Social Services Administration Division provides day-to-day management and direction of support functions needed for the Health and Social Services Department (H&SS) to promote self-reliance and safeguard the physical, emotional, and social well-being of Solano County residents.

## **FUNCTION AND RESPONSIBILITIES**

The Administration Division provides managerial leadership and support to the six H&SS divisions in various program areas. The Administration Division includes Executive Administration, Administrative Support Bureau, Budget and Financial Management, Compliance and Quality Assurance, Contracts Management, and Employee Services.

### 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 and Quality Assurance

The Compliance and Quality Assurance Unit provides an integrated system for the Department's compliance oversight. The unit is responsible for identifying and analyzing regulatory requirements, developing the Annual Compliance Work Plan, and operating a continuous risk assessment (CRA) model whereby adjustments are made throughout the year to meet priorities and respond to emerging issues. In addition, the Compliance Unit is responsible for maintaining the online reporting system, investigating privacy breaches and security incidents, and working in collaboration with County partners in the implementation of various projects with compliance implications.

### Contracts Management

Contracts Management is responsible for coordinating the administration and monitoring of more than 550 contracts and service agreements with a value of approximately \$151 million.

### Employee Services

Employee Services oversees H&SS employee hiring, coordinates department-wide County mandated training for H&SS employees, and is 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 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 \$105 million in federal expenditures. The result of the FY2020/21 Single Audit is still pending.
- During FY2021/22, in addition to standard operational duties, the Administrative Support Bureau (ASB) continued to serve as an integral team in the H&SS COVID-19 pandemic response for public and staff safety. COVID-19 response related duties included: sourcing and purchasing Personal Protective Equipment (PPE) supplies and disinfection items for

distribution to the Department's programs and building reception and common areas; arranging for PPE and disinfection items placed in vehicles; and coordinating with the Department of Information Technology for the centralized purchase of 406 refresh computers and peripherals.

- The Budget and Financial Management Unit, in coordination with the Contracts Unit, Compliance and Quality Assurance, and Program Divisions, completed risk-based subrecipient monitoring site visits for eight contracts during FY2021/22.
- The Budget and Financial Management Unit continues to experience significant challenges in the recruitment and retention of fiscal staff within the Policy and Financial Management Teams that support the Department's budgetary, financial reporting, and day-to-day accounting operations due to the complexity of the work and the associated work demands.
- Contracts Unit partnered with Risk Management and County Counsel to refine the process for reviewing contractors' compliance with the County's insurance requirements. The unit held a series of kick-off meetings in December 2021 to review the requirements.
- Contracts Unit implemented a centralized process for conducting annual debarment checks of contractors. In October 2021, the Contracts Unit completed the debarment checks for 203 contracts that are up for renewal in FY2022/23.
- During FY2021/22, Employee Services provided critical COVID-19 support to H&SS operations. This included ongoing processing of telework agreements and supporting Public Health in the coordination of contact tracing volunteers. In addition, the unit successfully converted in-person trainings to online versions, including Civil Rights, Mandated Reporter, Compliance and HIPS, to accommodate the varying work locations of staff due to COVID-19.

**WORKLOAD INDICATORS**

- Administrative Support Bureau (ASB) facilitated over 1,900 purchase transactions (through purchase orders, credit cards, Office Depot) with expenditures totaling approximately \$6.2 million across the Department.
- ASB completed the annual physical inventory of approximately 7,697 fixed assets assigned to H&SS.
- Budget and Financial Management Unit managed approximately \$602 million in funds, including COVID-19 direct and State pass-thru funds: \$386 million including Assistance and In-Home Supportive Services Program for provider wages, benefits and Public Authority Administration and Napa/Solano Area Agency on Aging administration; \$135 million in client benefits paid by the State; \$17 million in client assets; and \$64 million in other funds (including restricted trust funds).
- The Billing and Collections Unit processed approximately \$35 million in Medi-Cal, Medicare, and private insurance claims.
- Accounts Payable and Contracts Units processed approximately 9,757 vendor claims totaling \$157 million.
- The Compliance Unit reviewed over 400 contracts and MOUs, ensuring that the appropriate exhibits were included. The Compliance Unit met weekly with DoIT security staff in completing the Health Insurance Portability and Accountability Act (HIPAA) risk assessment.
- The Employee Services Unit processed 87 new telework agreements, bringing the total of approved H&SS telework agreements to 892; scheduled Live Scans, and organized trainings.
- The Employee Services Unit, in partnership with the Solano County General Services Department, prepared for and completed the California Department of Social Services (CDSS) mandated Civil Rights Compliance Plan. The report from CDSS is still pending.
- The Employee Services Unit coordinated the processing of 238 FTE new hires, promotions, and transfers, and 139 separations prepared and processed 3,040 personnel action requests (ePARs); and monitored and troubleshot the timecard reporting of approximately 1,164 employees in the IntelliTime payroll system for the period July 1, 2021 to March 1, 2022.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents decreases of \$1,734,668 or 44.4% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The County General Fund Contribution in the Recommended Budget remains unchanged.

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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, Operating Transfers-In and General Fund Contribution to fund Board approved contributions to non-County agencies and non-reimbursable costs, and grant revenues with department-wide benefit or impact.

The Recommended Budget includes a \$1,734,668 or 44.4% net decrease in revenues primarily due to the following:

- Decrease of \$1,026,500 in Intergovernmental Revenues primarily due to fully spending the one-time CMSP COVID-19 Emergency Response Grant (CERG) funds in FY2021/22.
- Decrease of \$708,168 in interest income due to the timing of receipt and disbursement of cash within Fund 902.

Primary Costs

The Recommended Budget includes a \$1,734,668 or 44.4% net decrease in appropriations primarily due to the following:

- Increase of \$101,272 in Salaries and Employee Benefits due to negotiated and approved labor contracts resulting in increases in wage and retirement costs offset by decreases in health insurance, vision and dental insurance, worker's compensation, unemployment insurance, and in budgeted salary savings.
- Decrease of \$298,830 in Services and Supplies due to decreases in controlled assets – computer related as a result of fewer computers due for refresh in FY2022/23 and in contracted services as a result of changes in how security charges are distributed to H&SS divisions. These decreases are partially offset by increases in property insurance and DoIT charges.
- Decrease of \$1,950,841 in Other Charges due to decreases in contracted direct services funded with one-time CMSP CERG funds, interest expense and Countywide Administrative Overhead.
- Decrease of \$412,784 in offsetting Intrafund Transfers primarily due to a decrease in net claimable H&SS administration costs transferred to program divisions.

Contracts

The FY2022/23 Recommended Budget includes a total of \$554,165 or 25.5% in contracted and professional services. H&SS will return to the Board in June 2022 with a master list of contracts for the Board's consideration.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

**Summary of Division Budget**

**7501 – Fund 902-H&SS Administration  
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<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	807,726	1,017,402	309,234	(708,168)	(69.6%)
INTERGOVERNMENTAL REV STATE	885,504	1,000,000	0	(1,000,000)	(100.0%)
INTERGOVERNMENTAL REV FEDERAL	545,327	26,500	0	(26,500)	(100.0%)
CHARGES FOR SERVICES	874	0	0	0	0.0%
MISC REVENUE	16,409	300,000	300,000	0	0.0%
OTHER FINANCING SOURCES	155,196	124,975	124,975	0	0.0%
GENERAL FUND CONTRIBUTION	1,438,770	1,438,770	1,438,770	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,849,805</b>	<b>3,907,647</b>	<b>2,172,979</b>	<b>(1,734,668)</b>	<b>(44.4%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	11,409,812	15,079,529	15,180,801	101,272	0.7%
SERVICES AND SUPPLIES	3,457,336	4,528,019	4,229,189	(298,830)	(6.6%)
OTHER CHARGES	3,172,110	3,722,311	1,771,470	(1,950,841)	(52.4%)
OTHER FINANCING USES	430,779	135,975	136,922	947	0.7%
INTRA-FUND TRANSFERS	(14,620,058)	(19,558,187)	(19,145,403)	412,784	(2.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,849,979</b>	<b>3,907,647</b>	<b>2,172,979</b>	<b>(1,734,668)</b>	<b>(44.4%)</b>
<b>NET CHANGE</b>	<b>174</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ADMINISTRATION DIVISION	106	108	109	1	0.9%
<b>TOTAL STAFFING</b>	<b>106</b>	<b>108</b>	<b>109</b>	<b>1</b>	<b>0.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the Division’s position allocations since the adoption of the FY2021/22 Budget are provided below:

On April 18, 2022 the following position was approved administratively:

- Added 1.0 FTE Limited-Term Office Supervisor expiring May 7, 2022 to allow for training due to a retirement.

There are no changes in position allocation in the FY2022/23 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear in the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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### **DIVISION PURPOSE**

The Department of Health and Social Services - Behavioral Health Division includes the Mental Health Plan (MHP) and Substance Use Disorder services, contracted through a State waiver to Partnership HealthPlan of California managing Drug Medi-Cal (DMC) under a Regional Model, as well as oversight to the Mental Health Services Act (MHSA) funding. Integration of these funding sources and 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 Division provides specialty mental health services (SMHS) 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. Behavioral Health provides integrated co-occurring care (Mental Health and Substance Use Disorder) for those who meet medical necessity for services under the MHP. Annually, Behavioral Health receives Mental Health Block Grant (MHBG) and Projects for Assistance in Transition from Homelessness (PATH) funding through the federal government, under the Department of Health and Human Services' Substance Abuse and Mental Health Services Administration (SAMHSA). Behavioral Health also receives various other State grants to support special populations and initiatives.

Substance Use Disorder services are provided through a contract with Partnership HealthPlan of California (PHC) under the Organized Delivery System (ODS) State waiver for Drug Medi-Cal (DMC) services since July 2020, as well as services for those that do not have Medi-Cal under the Substance Abuse Block Grant (SABG), and also through SAMHSA.

The Behavioral Health Division provides a continuum of care across the age span for those individuals that qualify for specialty mental health services, which include individuals with moderate to high mental health disorders, as defined under the Medi-Cal Mental Health Plan (MHP) contract, and the indigent and uninsured. Federal law requires that service must be provided in the least restrictive setting, appropriate to the individualized needs and choices of each client. 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 Behavioral Health administration, which includes Quality Assurance and Performance Improvement, 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 funding 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 provisions within the mental health programs of the Behavioral Health 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. Access staff screen callers for both mental health and substance use needs, eligibility, and offer connection to the right place for assessment and ongoing treatment.
- Recovery oriented treatment, rehabilitation, and community support services to seriously emotionally disturbed children, 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 Integrated Care Clinic (ICC) sites at the Fairfield, Vacaville, and Vallejo campuses. 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. Since May 2021, mobile crisis services are provided in



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collaboration with 9-1-1 dispatch and law enforcement, supporting de-escalation, safety planning, and redirecting people to appropriate crisis services versus emergency rooms and jails.

- Community-Based Multidisciplinary service teams, or Full Service Partnerships (FSP) for youth and adults, can include psychiatrists, nurse practitioners (NP), physician assistants (PA), nurses, mental health clinicians, specialists, and peers in recovery; these programs serve the entire county region but operate out of the Fairfield campus for County administered programs and out of Vallejo and Fairfield through community based organizations (CBOs). Programs 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.
  - Intensive community-based services to adults, older adults, forensic, homeless adults, transition age youth, commercially sexually exploited youth, and families.
  - Outreach, supportive housing/homeless services, peer support, and employment services offer linkage, psychiatric rehabilitation, recovery planning, 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 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 the court, Probation Department, 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.
- Administration of grants 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.

Specific service provisions within the Substance Use Disorder (SUD) program, including those expanded by the Partnership Regional Model, include:

- Service linkage through referral to Beacon call center, SUD providers, or Behavioral Health staff who complete American Society of Addiction Medicine (ASAM) assessments to determine level of care and needs. This includes oversight of services on behalf of Partnership HealthPlan providers and monitoring/authorization of County funded services for those who are not Medi-Cal eligible.
- Services were expanded due to the Drug Medi-Cal (DMC) waiver and include prevention, intervention, treatment, and recovery services for alcoholism and other drug addictions for youth and adults, including probationers and parolees; residential treatment for adults, with preferential placement given to pregnant and postpartum women and IV drug users; withdrawal management, or detox; Medication Assisted Treatment, and recovery supports.

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- 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 youth substance use.

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

#### Mental Health

Behavioral Health 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.

- The California State Department of Health Care Services (DHCS) launched a system redesign plan in January 2022 after an approved Medicaid Waiver from the federal Center for Medicaid Services. California Advancing and Innovating in Medi-Cal (CalAIM) intends to improve quality of life and health outcomes by implementing a statewide person-centered approach to providing services and payment reform for the Medi-Cal program. To meet the requirements of this effort, staff have developed a steering committee and implementation team to adhere to requirements as outlined in the Behavioral Health Quality Improvement Program (BHQIP) implementation plan required by DHCS for incentive payments, which was submitted Spring 2022.
- Along with implementing the Drug Medi-Cal Organized Delivery System (ODS), Behavioral Health implemented a co-occurring integrated model for care through reassignment of substance use disorder staff as liaisons to each of the three adult outpatient Integrated Care Clinics and various youth/adult FSP programs to provide American Society of Addiction Medicine (ASAM) assessments and link clients to Drug Medi-Cal ODS services while maintaining mental health services as needed with the goal of treating both mental health and substance use disorders concurrently. Data from 2021 showed that out of a total of 3,712 adult clients with mental health diagnoses, 1,298 or 35% of the clients also had a co-occurring substance use disorder, which often affects their ability to fully engage in mental health treatment. Historically these services have not been provided concurrently, resulting in underreporting diagnoses. The national prevalence of co-occurring diagnoses is 50-60%. As this is also an integral part of the CalAIM system redesign, Behavioral Health continues to implement co-occurring integration with staff and community partners for better coordination of care.
- Behavioral Health continues to focus on special population needs that include those with justice involvement, homelessness, and youth needing residential treatment.
  - Submitted for cohort 3 of the Proposition 47 grant program through the Board of State and Community Corrections to create a multiagency jail discharge planning coalition for people exiting jails; to expand forensic housing and services, and to create a competency restoration training for individuals with misdemeanor charges who are best diverted to service programs.
  - The Forensic Treatment Team continues to collaborate on policies and processes within the courts related to mental health diversion, mental health and drug court, and Laura's Law (i.e., Assisted Outpatient Treatment). The programs continue due to the success of engaging clients into treatment and lowering recidivism rates.
  - Solano County's Assisted Outpatient Treatment (AOT) initiative began in 2019 as a new intervention strategy adopted by the Solano County Board of Supervisors for local implementation. AOT is a civil (not criminal) legal procedure that can be requested by concerned family members, caregivers, and other qualified referral sources (see below) for people who may be too ill to recognize the need for services. The program has received 89 total referrals to date, of which two resulted in a petition to the court for involuntary treatment. Due to inability to locate the individuals, court orders were not pursued. For 2021, Solano received 36 referrals, 28 met criteria (8 were ineligible), 1 was referred to the court for court order. This is 3 more than the total of 33 referrals for 2020. As these numbers reflect, the overwhelming number of referrals to AOT are voluntarily engaging in their treatment through assertive outreach, engagement, relationship

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building and system navigation. Some referrals have resulted in LPS conservatorship, which the AOT team assisted in providing detailed clinical information and collateral about the individual in the community. AOT has 25 current individuals they are working to engage.

- The Diversion Community Treatment (DCT) program, which started on July 1, 2020, provides intensive services to people on mental health diversion. Services include intensive case management, housing subsidies, vocational rehabilitation, therapy, individual rehabilitation, coordination with mental health court, and linkage to supports. The program served 37 individuals in FY2020/21 (the first year of operation) and has served 32 clients in first ten months of FY2021/22.
- The HOPE Team (Homeless Outreach Partnership and Engagement) increased outreach to the homeless across the County to screen for mental health needs. Behavioral Health has taken a key role in planning and hosting pop-up events with various cities and community partners. To date, 258 individuals have been engaged as a result of these events. The team started a Street Medicine evidence-based program that offers homeless outreach and psychiatry to people in homeless encampments and shelters, supported by a team of community service coordinators, specialists, nursing/medical, and clinicians. The team collaborates with law enforcement to find and intervene with people who may also be in crisis. In 2021, through this outreach effort, 469 individuals were served with 33% accepting mental health services. Lack of housing options continues to be the main barrier to engagement in services.
- In April 2022, mobile crisis services became available countywide. From July 1, 2021 through March 28, 2022, the Mobile Crisis Team responded to 204 callers. Of these callers, 58% were stabilized in the community thus diverted from emergency rooms, jails and hospitals, the others utilized Crisis Stabilization Unit services. Challenges continue with the 24-hour, 7-day week operations due to staffing/hiring issues.
- School based mobile crisis was implemented on July 27, 2021 with the Solano County Office of Education (SCOE) utilizing Mental Health Student Services Act (MHSSA) grant funds. SCOE began to provide School-Based Mobile Crisis Services and the screening/assessment services at the start of the 2021-22 school year in collaboration with the County, school districts and school sites, local police departments and community partners. Additionally, SCOE has hired and trained clinicians as Crisis Specialists to respond to crisis situations on K-12 school campuses serving children and youth experiencing a mental health crisis. All students in need will be served, regardless of insurance or immigration status, with the mission of de-escalating situations, linking families to necessary services, and supporting the coordination of care.
- Creation of the Crisis Aftercare and Recovery Engagement (CARE) Team to support new and/or unconnected clients who have been placed on a 5150 hold, discharged from a psychiatric hospital, or need psychiatric stabilization in a crisis setting, including the Crisis Stabilization Unit, crisis residential treatment program, and/or contact with the mobile crisis. Brief short-term case management between 30-60 days to ensure successful engagement of adults and children in ongoing treatment services. Goal is to increase engagement in services post-crisis for clients who are not engaged in outpatient care.
- Summer of 2021, staff began working with Child Welfare Services (CWS) on the implementation of the federal Family First Prevention Services Act (FFPSA), signed into law on February 9, 2018. The FFPSA enhances support services for families to help children remain at home and reduce the use of congregate care placements by increasing options for prevention services and increased oversight and requirements for placements. Behavioral Health staff have been meeting monthly with CWS and providers at the System of Care Interagency Leadership Team and have developed and implemented a referral process, assigned three clinicians as Qualified Individuals, and have received 20 referrals thus far. All referrals are reviewed timely, and a guidance template was created for determining level of placement to establish consistency. Behavioral Health is currently working with providers to further develop and implement the Short-Term Residential Therapeutic Program (STRTP) Wraparound aftercare service component by the October 1, 2022 deadline.
- Affordable supportive housing is critical to the service continuum and several grants were awarded to address this need:
  - No Place Like Home (NPLH) Round 1 funding: The groundbreaking was held on Thursday, February 17, 2022 for the Fair Haven Commons project on Sunset Avenue in Fairfield. This housing development will provide 72 affordable apartment homes for families and individuals, of which 34 of the units are permanent supportive housing for those who are homeless and with mental health needs, funded by Solano County's allocation from the California Department of Housing and Community Development NPLH program.

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- No Place Like Home (NPLH) Round 2 funding: Staff are working with Eden Housing, the City of Vallejo, CAP Solano JPA and others on the development of a 75-unit housing complex on Sacramento Street in Vallejo that will provide 23 permanent supportive housing units for those who are homeless and with mental health needs, funded by Solano County's allocation from the California Department of Housing and Community Development NPLH program. The loan closed on October 2021 and construction should begin with an estimated completion date of late 2023.
- Homeless Housing Assistance and Prevention (HHAP) Round 2 and 3 funding: Additional rounds of funding were awarded for a total of \$2.2 million across a number of years and will be used to offset staffing costs to support individuals residing in the NPLH units. Staff are currently working with a consultant to finalize a local homeless action plan and final application submission.
- The new Mental Health residential treatment facility on the Beck campus: Solano County hosted a groundbreaking ceremony for the new facility on Tuesday, October 5, 2021. Solano County is one of 10 California counties selected to receive two rounds of funding under SB 843, the Community Services Infrastructure (CSI) grant program, to construct a Mental Health Diversion and Adult Board and Care facility to house adult residents experiencing mental health challenges and who are either on jail diversion or homeless/at risk. SB 843 provides approximately half of the funding for this \$12.5 million project, with the remaining costs covered by Public Facility fees and grant funds from the State of California Homeless Housing Assistance and Prevention (HHAP-Round 1 allocation). Construction is expected to be completed by October 2022.
- The continued lack of sufficient board and care and community housing (locally and regionally) poses a challenge for care providers (e.g., emergency rooms, hospitals, facilities) to transition people needing lower levels of services to live independently in the community. Not only does this negatively affect client recovery goals but it also creates a financial burden when people stay longer in high-cost services 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 and Behavioral Health continues to look for options.
- Services continue face-to-face and via telehealth (implemented at start of the pandemic) providing clients a choice, as people have shared that they find telehealth beneficial in many cases. The largest challenge was for clients without or with a weak internet connection as well as lack of familiarity with navigating through the telehealth software. The strength of offering both modalities is it addresses disparities in healthcare related to transportation issues, likelihood of reassessments/engagement and its appeal to younger individuals.
- There is a continued need for a specialized medical case management community team as the number of people receiving services that have high complex medical needs (e.g., eating disorders) is increasing as the population ages. Many clients are remaining on case management but would benefit from a program that is community-based with more emphasis on complex medical concerns, however, contracting with agencies has proven difficult.

#### Substance Use Disorders

- Beginning July 1, 2020, the County, along with six other counties and Partnership HealthPlan of California (PHC), implemented the Organized Delivery System (ODS) State waiver for Drug Medi-Cal services. The ODS represents an expanded substance use disorder (SUD) service benefit, and the County subcontracts the oversight of the service network and quality management to PHP. The County continues to provide for services to the uninsured and reimburses providers for services through the PHP-provider contracts. The County maintains the contract with DHCS and is responsible to oversee the activities completed by PHP.
- Behavioral Health recently supported an agency to contract with PHC to provide SUD treatment to youth (i.e., office, telehealth, and community-based services), which is also being supplemented with Substance Abuse Prevention and Treatment Block Grant (SABG) funds to ensure a financially viable caseload development. This was not available prior to 2022 and will be critical to address the increased number of youths needing SUD interventions.

**WORKLOAD INDICATORS**

The following workload indicators cover calendar year 2021:

- Solano County Behavioral Health provided mental health services to approximately 5,762 severely mentally ill adults and youth through County programs, contract programs and the Managed Care Provider Network. The County adult outpatient clinic services served 3,315 adults, a 16% decrease from 2020. Programs served 1,634 youth, many served in both contractor and County programs, as youth often receive case management and therapy services from a contractor and their psychiatric medication services, if needed, from a County provider. The demand for children’s services has been largely stable over the last four years, though significantly lower compared to 2015 when the mild/moderate benefit was added to managed care plans for children.
- Private therapists in contract with Solano County continue to provide fewer services to Medi-Cal beneficiaries. In 2021, 43 clients were served in the network for an average of 16 sessions each. This is 40% fewer clients than in 2020. This approximates the reduction seen annually since the provider network entered into contracts with the managed care plans (namely Partnership HealthPlan locally) to provide mild-moderate mental health services (formerly there had been no such benefit). Previously, the client base was 675 clients served in the provider network. This is a decrease in caseload by 94% over the eight-year time frame.
- Behavioral Health has been focused on reducing high residential facility costs, looking at appropriateness of placements and stepping down people to appropriate levels of care. In FY2020/21, 25 of the 43 new admissions (58% of total admission) were placed in an Institute for Mental Disease (IMD) setting. Additionally, more clients were discharged than were admitted, both resulting in fewer IMD days and lower costs to the County, as IMDs are generally not reimbursable by Medi-Cal. Individuals transitioning from IMDs have successfully stepped down to lower levels of care which include group homes such as Augmented Board and Cares (ABCs), Board and Cares, Room and Boards, reunited with family and/or other community supportive housing options.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents increases of \$4,871,727 or 4.4% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The County General Fund contribution of \$6,453,674 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%. As part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, federal reimbursement for traditional Medi-Cal recipients was enhanced by 6.2% effective January 2020. The increase will be in effect until the public health emergency ends. 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, services that are not Medi-Cal billable are funded with a federal Substance Abuse Block Grant (SABG) (previously referred to as Substance Abuse Prevention and Treatment or SAPT).

Billing for Mental Health 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. During the public health emergency, counties were given flexibly on setting the interim reimbursement rate. All interim rates are cost settled to actual costs. 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.

The Drug Medi-Cal Organized Delivery System (DMC-ODS) was implemented July 1, 2020. Partnership HealthPlan administers the Drug Medi-Cal services on behalf of the County. The County pays Partnership HealthPlan an interim per utilizer per month rate. Federal and State reimbursement is provided after the County pays Partnership HealthPlan. A reconciliation process to

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actual allowable costs between the County, Partnership HealthPlan, and the Department of Health Care Services (DHCS) is supposed to happen yearly. Due to implementation challenges, the reconciliation for FY2020/21 is still pending.

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. 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 Recommended Budget includes a \$4,871,727 or 4.4% net increase in revenues primarily due to the following:

- Increase in MHSA funding of \$2,514,208 due to projected increases in staffing and contractor costs for MHSA funded programs including expansion of school based and community mobile crisis services.
- Increase of \$2,059,371 in Federal/State Short Doyle Medi-Cal revenues primarily due to increases in billable adult and children contracted and county services.
- Increase of \$673,285 in Federal SABG funding due to supplemental funding available through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and the American Rescue Plan Act (ARPA) to fund substance abuse prevention, recovery housing, and youth substance abuse services. The Recommended Budget assumes one prior year quarter and three current year quarters will be received in FY2022/23.
- Increase of \$537,210 in the use of 2011 Realignment primarily due to deferring one more month of DMC reimbursement, more unreimbursed administrative costs and an increase in Medi-Cal inpatient bed days offset with decreases in non-DMC substance abuse expenses not covered by SABG allocations and more children's services costs reimbursed with MHSA and Medi-Cal revenues. The FY2022/23 Recommended Budget includes prior year 2011 anticipated rollover and projected FY2022/23 receipts to fund ongoing operations.
- Increase of \$492,227 in the use of 1991 Realignment due to more bed days and rate increases for clients in Institutions for Mental Disease (IMDs) facilities and increases in staff costs for supportive housing services partially offset with a decrease in the use of State hospital beds due to a Department of State Hospital (DSH) policy change. The FY2022/23 Recommended Budget includes prior year 1991 Realignment anticipated rollover and projected FY2021/22 receipts to fund ongoing operations.
- Increase of \$302,000 in Federal Other revenues primarily due to additional Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and American Rescue Plan Act (ARPA) funding available to support additional staffing for the first episode psychosis program and intensive treatment for patients with eating disorders.
- Increase of \$101,730 in Federal Short Doyle Administration revenue primarily due increases in staffing and Department of Information Technology (DOIT) costs. The Recommended Budget assumes that two prior year quarters and two current year quarters will be received in FY2022/23.
- Increase of \$1,803 in Charges for Services primarily due to more third-party payer revenues projected.

## Summary of Division Budget

## 7780 – Fund 902-Behavioral Health Gerald Huber, Director of Health & Social Services Health & Public Assistance

- Increase of \$1,728 in State 2011 Realignment revenues (AB 109) due to cost increases.
- Decrease of \$1,415,761 in grant revenues primarily due the termination of the Proposition 47 grant in August 2021 and fewer diversion program expenses for the DSH and Justice Assistance Grant (JAG) participants than anticipated.
- Decrease of \$389,104 in Federal Quality Assurance revenues primarily due to DOIT costs shifting to Short Doyle Administration based on time studies. The Recommended Budget assumes that two prior year quarters and two current year quarters will be received in FY2022/23.
- Decrease of \$6,970 in Forfeitures and Penalties due to fewer fees projected to be received from Probation for drug and alcohol offenses.

### Primary Costs

Primary costs for Behavioral Health are: \$34,816,466 for Salaries and Employee Benefits; \$6,672,821 for Services and Supplies; \$70,613,263 for Other Charges; \$383,854 for Other Financing Uses; and \$3,370,490 for Intrafund Transfers.

The recommended appropriations for the Behavioral Health Division include \$103,122,512 for Mental Health (BU 7700) and \$12,734,382 for Substance Abuse (BU 7560).

The Recommended Budget includes \$4,871,727 or 4.4% net increase in appropriations primarily due to the following:

- Increase of \$2,042,810 in Salary and Benefits primarily due to the addition of new positions in Mental Health and cost of living increases offset by an increase in budgeted salary savings.
- Increase of \$290,695 in Services and Supplies primarily due to increases in maintenance costs for the electronic health record system due to cost of living increases and purchase of additional modules, increases in contracted services for security costs due to a change in how costs are charged, and advertising and marketing for public service announcements on suicide prevention and mental health stigma reduction. These increases were partially offset with a decrease in budgeting for an audit payback for prior year Medi-Cal disallowances based on a 2018 Office of Inspector General (OIG) audit on unallowable Medi-Cal reimbursement statewide. Solano County's share of the recoupment is \$1.86 million and payments were to be in four installments beginning in FY2018/19. One recoupment was done in FY2018/19, but the remaining were deferred due to COVID-19. While the recoupments were deferred, the County reserved the yearly amounts so budgeting for the recoupments is no longer needed. DHCS has indicated they will resume recoupments in FY2022/23.
- Increase of \$2,381,208 in Other Charges due to net increases in bed days and rates for inpatient hospital and Institutions of Mental Disease (IMD) facilities, locum tenens costs due to difficulties in hiring psychiatrists, expansion of First Episode Psychosis (FEP) contracted services, Short Term Residential Treatment Program (STRTP) beds day for children, increases in rates and salaries for vendors to address staffing recruitment issues, mobile crisis expansion in the community and schools, and reinstating some programs to pre-pandemic levels. These increases were partially offset with a reduction in the usage of State hospital beds due to State policy change and a decrease in diversion costs due to staff vacancies and fewer services accessed than anticipated.
- Decrease of \$728 in Other Financing Uses which reflects a decrease to Fleet as no vehicle will be purchased in FY2022/23 and offset with an increase in Pension Obligation Bonds.
- Increase of \$157,742 in Intrafund Transfers due to increases in Health and Social Services Departmental overhead, funding staff for client nutrition services, and additional staffing for the maternal child health program to provide mental health prevention and early intervention services.

### Contracts

The recommended appropriations for Behavioral Health include \$64,912,620 or 56% in contracted services for the provision of an array of substance abuse and mental health services. H&SS will return to the Board in June 2022 with a master list of contracts for the Board's consideration.

### Fixed Assets

None.

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**DIVISION COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	22,383	26,408	19,438	(6,970)	(26.4%)
INTERGOVERNMENTAL REV STATE	32,317,556	41,909,497	41,277,231	(632,266)	(1.5%)
INTERGOVERNMENTAL REV FEDERAL	27,430,027	29,993,945	32,988,897	2,994,952	10.0%
CHARGES FOR SERVICES	677,329	563,425	565,228	1,803	0.3%
MISC REVENUE	707,425	0	0	0	0.0%
OTHER FINANCING SOURCES	25,239,674	32,038,218	34,552,426	2,514,208	7.8%
GENERAL FUND CONTRIBUTION	6,453,674	6,453,674	6,453,674	0	0.0%
<b>TOTAL REVENUES</b>	<b>92,848,067</b>	<b>110,985,167</b>	<b>115,856,894</b>	<b>4,871,727</b>	<b>4.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	27,425,768	32,773,656	34,816,466	2,042,810	6.2%
SERVICES AND SUPPLIES	5,536,118	6,382,126	6,672,821	290,695	4.6%
OTHER CHARGES	56,781,289	68,232,055	70,613,263	2,381,208	3.5%
OTHER FINANCING USES	273,386	384,582	383,854	(728)	(0.2%)
INTRA-FUND TRANSFERS	2,833,765	3,212,748	3,370,490	157,742	4.9%
<b>TOTAL APPROPRIATIONS</b>	<b>92,850,325</b>	<b>110,985,167</b>	<b>115,856,894</b>	<b>4,871,727</b>	<b>4.4%</b>
<b>NET CHANGE</b>	<b>2,258</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
BEHAVIORIAL HEALTH	216.25	216.25	229.25	13.00	6.0%
<b>TOTAL STAFFING</b>	<b>216.25</b>	<b>216.25</b>	<b>229.25</b>	<b>13.00</b>	<b>6.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the Division's position allocations since the adoption of the FY2021/22 Budget are provided below.

On March 8, 2022, the Midyear Report included the following positions changes:

- Added 1.0 FTE Medical Records Supervisor to oversee compliance requirements for client records, funded with federal Quality Assurance revenues and 2011 Realignment.
- Added 1.0 FTE Mental Health Clinician (Licensed) to address additional demands on children's programs as a result of new federal/State requirements (Family First Prevention Services Act), funded with Medi-Cal revenues and 2011 Realignment.
- Added 1.0 FTE Office Supervisor to assist with administrative and technical requirements for implementing California Advancing and Innovating in Medi-Cal (CalAIM). Position will be funded with federal administrative revenues and 2011 Realignment.
- Added 1.0 FTE Project Manager to oversee grant reporting, contracts, and invoicing for adult behavioral health programs. Position is funded with 1991 and 2011 Realignment.
- Extended 1.0 FTE Limited-Term (project) Mental Health Specialist II through June 30, 2023. The position provides outreach and coordination services to individuals in the criminal justice system seeking treatment for substance abuse. The position is funded with Substance Abuse Block Grant (SABG).



- Extended 1.0 FTE Limited-Term (project) Mental Health Clinician (Licensed) through June 30, 2023. The position provides assessments and triage for Mental Health diversion clients. The position is funded with MHSA.

The FY2022/23 Recommended Budget includes the following position changes:

- Add 1.0 FTE Mental Health Clinical Supervisor to provide clinical oversight and support to MHSA programs, including efforts related to communitywide stigma/discrimination reduction and suicide prevention as required by MHSA regulations. The position is funded with MHSA – Prevention and Early Intervention (PEI).
- Add 2.0 FTE Mental Health Specialist II to support the transition of persons with mental illness from homelessness or higher levels of care into their own apartments as part of two separate No Place Like Home (NPLH) grants. The NPLH agreements require the County to provide mental health supportive services to tenants for a minimum of 20 years. County responsibilities are also included in the MHSA Three Year Plan. The Eden Housing project in Vallejo, approved by the Board on December 10, 2019, created 23 affordable housing units and the MidPen/Fair Havens Common project in Fairfield, approved by the Board on September 14, 2021, created 34 affordable housing units. These positions will be funded with Homeless Housing, Assistance and Prevention (HHAP) round 2 revenues.
- Add 3.0 FTE Mental Health Specialist II to provide on-duty supports, case management, and care coordination as per MHSA Three Year Plan to adults in each of the three Integrated Care Clinics (Fairfield, Vallejo and Vacaville). These positions will be funded with MHSA revenues.
- Add 2.0 Behavioral Health Peer Support Specialist to provide 'lived' experience and support and mentoring to clients. Clients identify well with these peer supports which has resulted in positive results. The positions also fill the workforce gap with the CalAIM redesign. The positions will be funded with MHSA revenues.
- Add 1.0 FTE Medical Assistant to assist clients, including supporting the increased use of telehealth by clients. This position is funded with 2011 Realignment.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Funding for Behavioral Health programs rely significantly on 1991 and 2011 Realignment and MHSA revenues to fund the nonfederal share for Medi-Cal services and operating costs for programs if no other funding source is available. Realignment funding relies on sales tax generation and MHSA on personal income taxes on higher income taxpayers. While these sources experienced more growth than anticipated, any fluctuations in the economy will impact what the County receives for these revenues. The Recommended Budget assumes that many of the programs will return to pre-pandemic levels. If staffing recruitment and retention challenges remain, program expenditures and revenue generation may be impacted.

Several key components of the California Advancing and Innovating Medi-Cal (CalAIM) initiative that impact Behavioral Health will be implemented in FY2022/23. Scheduled for implementation are documentation redesign, no wrong door to access services, co-occurring treatment, and standardized screening and transition tools. Payment reform will be implemented July 1, 2023, which will significantly change the reimbursement structure for Medi-Cal services. Program and fiscal impacts of the CalAIM changes are still unknown. The State is seeking consistency across all 58 counties.

CalAIM continues to propose transitioning Kaiser Medi-Cal specialty mental health services to the County caseload by July 2023. DHCS currently estimates that approximately 2,091 current Kaiser beneficiaries will transfer with an estimated cost to serve this population exceeding \$16 million annually. No funding is available for this transfer and the County continues to advocate for sufficient funding and time to absorb this new responsibility.

Audits of Medi-Cal cost reports continue to be several years behind, and final settlement amounts continue to be unknown. In FY2021/22, DHCS notified counties that it would resume recoupment on the 2018 OIG audit. It also informed counties about two additional recoupments from administrative errors made at the State level. Between 2011 and 2020, DHCS did not collect the non-federal share for certain Medi-Cal aid codes for clients in fee for service hospitals. DHCS also erroneously claimed Medi-Cal for beneficiaries that were not eligible for federal funding. Solano County's share of the recoupment is \$2.78 million of the \$379.4 million statewide. The California Behavioral Health Directors Association (CBHDA) and the California State Association of Counties (CSAC) are advocating to the California Department of Finance that the remaining balances be forgiven as the State has already paid back the federal government. Counties also have concerns about how the recoupment payments were calculated.

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The Mental Health Board and Care residential facility is scheduled to be completed by October 2022. Only once (or when) the building is complete and released to the County can State licensing occur. Licensing is anticipated to take two to three months with a projected facility opening at the start of 2023 calendar year. A Request for Proposal (RFP) was issued, a vendor selected, and contract negotiations are underway. Since the process is not yet completed, the appropriations are not included in the Recommended Budget. The Department estimates the ongoing annual operational costs will be between \$2 million to \$2.5 million. Most of the costs aren't claimable so the Department will be asking for County General Fund for program operations. The Department will return to the Board in September 2022 with an update on costs and a proposed operations contract.

The FY2020/21 DMC-ODS reconciliation with DHCS and Partnership HealthPlan (PHP) is still pending. Fiscal impacts are unknown as FY2020/21 was the first year of operations of the DMC-ODS waiver program. Counties and the PHP continue to work together with DHCS to address issues impacting claiming and cost reconciliation. Delayed receipt of reimbursement for services from DHCS has improved; however, PHP and DHCS continue to have delays with the coding and reconciliation process which was originally slated for December 2021. The reconciliation process will include a cost settlement between the County, PHP and DHCS as well as potentially rebase the per utilizer per month (PUPM) rate the County pays for services.

On March 3, 2022, Governor Newsom released a proposal for CARE Court in each county. The proposal would require counties to provide comprehensive treatment to the most severely impaired and untreated population and hold patients accountable to their treatment plan. While the proposal seeks to hold counties accountable for the services, it does not provide any new funding for services or housing. The State has begun to engage the California State Association of Counties (CSAC), County Behavioral Health Directors Association (CBHDA), and other stakeholders to shape this concept and many details need to be developed.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear in the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**DIVISION PURPOSE**

The mission of the Department of Health and Social Services - Family Health Services Division is to optimize the health of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

**FUNCTION AND RESPONSIBILITIES**

The Family Health Services (FHS) Division 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 services, dental services, and limited mental health services. 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.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- In 2021, Solano Family Health Services membership remained at 30,535 Medi-Cal enrollees assigned through Partnership Managed Health Plan. Due to the pandemic, and staffing issues, new member enrollment was limited during this time period.
- In July 2021, the Fairfield Adult Primary Care Clinic consolidated sites with the Fairfield Pediatric Clinic. The primary motive for consolidating the clinics into one site was provider and support staff shortages. The staffing shortages were aggressively addressed, and on December 20, 2021, the Adult Primary Care Clinic returned to its clinic site. The temporary consolidation did impact the ability to serve patients at the Fairfield adult location but was mitigated by offering appointments and Uber Health transportation free of charge to patients in the Fairfield area seeking care and services at the other clinic sites.
- Provider recruitment continues to be challenging. The recruitment of physicians (MD/DO) was aided by an outside recruiting firm and the calendar year 2021 ended with significant staffing progress. Family Health Services was issued a Corrective Action Plan (CAP) in November 2021 by Partnership HealthPlan (PHP) due to the staffing levels in the Fairfield Clinics. Staffing levels/ratios in the Fairfield clinics have improved; therefore, the CAP has now been lifted.
- Challenges remain with the current electronic health records system and FHS and DoIT are working to minimize resulting productivity consequences, and to install upgrades in order to meet State and federal mandates including the federal 21<sup>st</sup> Century Cures Act and federal No Surprises Act, which prohibits providers from billing patients for out-of-network charges not paid by their insurers, and Partnership HealthPlan requirements. Discussions began in late 2021 around a replacement strategy for the electronic health records system.

**WORKLOAD INDICATORS**

- The COVID-19 pandemic and resulting economic downturn intensified local and national communities' food insecurity. The We're All Family! Mobile Food Pharmacy (MFP) program, sponsored by the Yocha Dehe Wintun Nation, experienced this firsthand through an increased utilization of their program's healthy and nutritious food distribution. In 2021, the average number of households served increased by 16% and the average total pounds of produce increased by 41%. Since the official launch of the program, the MFP has provided more than 450 tons of free and fresh produce to low-income families.
- In 2021, FHS provided primary care and dental health services to 19,741 patients, a slight increase of 172 patients from 2020 yet still lower than 2019 reflecting the continued impact of COVID-19 pandemic on the ability to see clients and their willingness to be seen, coupled with the increased presence of other non-County FQHCs in the county providing services. There was a total of 65,318 patient visits or a 6.6% increase from the prior fiscal year.
- In 2021, 52% of FHS patients lived below 100% of the Federal Poverty Line (FPL) and 91.3% of FHS patients had Medi-Cal Managed Care as their primary insurance or are dually enrolled in Medicare and Medi-Cal. Uninsured patients represented 7.9% of patients and the remaining 0.8% were enrolled with a private insurer.

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**DIVISION BUDGET SUMMARY**

The Recommended Budget represents increases of \$916,947 or 2.9% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The Recommended Budget also includes a County General Fund contribution in the amount of \$1,337,437.

Primary Funding Sources

The primary funding source for the Family Health Services (FHS) Division is the Federally Qualified Health Center (FQHC) funds and reimbursements for eligible clients. 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 California 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 365 Tuolumne in Vallejo in FY2010/11, 2101 Courage in Fairfield in FY2005/06, 2201 Courage in Fairfield in FY2010/11, 1119 E. Monte Vista in Vacaville in FY2013/14, and for the dental van in FY2012/13. In FY2021/22, H&SS received a permanent rate for the Primary Care Van retroactively to FY2016/17. Other important funding sources for Family Health Services include the Health Care for the Homeless grant and the Ryan White (HIV/AIDS) grant.

FHS continues to experience operating losses due to insufficient FQHC revenues partly caused by circumstances beyond the clinics' control such as reimbursement rates not keeping up with rising costs to operate the clinics, and unanticipated leaves of absence/provider vacancies.

Previously, H&SS redirected 1991 Public Health Realignment to cover 100% of the FHS structural deficit, i.e., funding gap. However, 1991 Public Health Realignment is a primary source of County funding for the provision of Public Health services. The continued use of 1991 Public Health Realignment in FHS negatively impacts Public Health's ability to sustain and/or expand services, on a long-term basis, core Public Health functions that are primarily funded with 1991 Public Health Realignment. As a result, the FY2022/23 Recommended Budget includes County General Fund to partially support the FHS clinics.

The Recommended Budget for Family Health Services includes a \$916,947 or 2.9% net increase in revenues compared to the FY2021/22 Adopted Budget primarily due to the following:

- Increase of \$1,337,437 in County General Fund to fund the 50% balance of the ongoing structural deficit of \$2,674,873 within the clinics previously funded with 1991 Public Health Realignment.
- Increase of \$627,123 in FQHC revenues under Charges for Services due to projected increase in encounters as a result of additional providers through a locum contract and Touro University providers.
- Increase of \$203,675 in Miscellaneous Revenues due to an increase in estimated quality incentive revenues from Partnership HealthPlan.
- Increase of \$174,969 in Federal Aid primarily due to a projected increase in the HRSA Section 330 grant.
- Decrease of \$974,452 in Federal Direct COVID-19 due to one-time COVID-19 related grants received and fully expended in FY2021/22.
- Decrease of \$451,805 in 1991 Public Health Realignment. The Recommended Budget reflects the use of \$1,237,344 to fund the cost of care of the uninsured and underinsured (under W&I Code section 17000) that cannot be covered by the Health Resources and Administration (HRSA) Section 330 grant and the cost of Public Health services being provided at the FHS clinics such as immunization, viral and tuberculosis care; and an additional \$1,337,436 to fund 50% of the ongoing structural deficit within the clinics.

## Summary of Division Budget

## 7580 – Fund 902-Family Health Services Gerald Huber, Director of Health & Social Services Health & Public Assistance

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### Primary Costs

The Recommended Budget includes \$32,452,430 in appropriations, an increase of \$916,947 or 2.9%. Primary costs are \$21,132,588 for Salaries and Employee Benefits, \$5,863,921 for Services and Supplies, \$2,746,894 for Other Charges; \$225,218 for Other Financing Uses, and \$2,483,809 for Intrafund Transfers.

The Recommended Budget includes a \$916,947 or 2.9% net increase in appropriations primarily due to the following:

- Increase of \$847,473 or 4.2% in Salaries and Employee Benefits due to position changes in FY2021/22 and in the Recommended Budget, as well as negotiated and approved labor contracts resulting in increases in wages, retirement, and health insurance costs. Also included is an increase in overtime costs related to COVID-19 response efforts which will be offset with the Public Health Division's COVID-19 related grants.
- Increase of \$386,207 in Services and Supplies primarily due to increases in Malpractice Insurance, controlled assets (equipment funded with HRSA Capital Grant funds), refresh computers and other computer related components, contracted services for consultants and data transfer capability services, and Department of Information Technology (DoIT) costs. The increase is offset by decreases in drugs, pharmaceuticals, dental supplies and other miscellaneous services and supplies.
- Increase of \$8,781 in Other Financing Uses due to the pension obligation bond costs.
- Decrease of \$303,374 in Other Charges primarily due to decreases in contracted direct services and in Countywide Administrative Overhead costs offset by increases in interfund professional services and small projects.
- Decrease of \$2,140 in Intrafund Transfers primarily due to a decrease in H&SS administrative costs as a result of vacancies offset by an increase in costs of staff from other divisions supporting Family Health Services.

### Contracts

The FY2022/23 Recommended Budget for Family Health Services includes a total of \$1,629,589 or 5.0% in contracted services. H&SS will return to the Board in June 2022 with a master list of contracts for the Board's consideration.

### Fixed Assets

None.

### **DEPARTMENT COMMENTS**

None.

**7580 – Fund 902-Family Health Services**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

**Summary of Division Budget**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	2,061,264	3,026,585	2,574,780	(451,805)	(14.9%)
INTERGOVERNMENTAL REV FEDERAL	4,079,640	4,562,840	3,763,357	(799,483)	(17.5%)
CHARGES FOR SERVICES	17,540,862	22,767,578	23,394,701	627,123	2.8%
MISC REVENUE	2,084,879	1,178,480	1,382,155	203,675	17.3%
GENERAL FUND CONTRIBUTION	0	0	1,337,437	1,337,437	0.0%
<b>TOTAL REVENUES</b>	<b>25,766,644</b>	<b>31,535,483</b>	<b>32,452,430</b>	<b>916,947</b>	<b>2.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	17,104,384	20,285,115	21,132,588	847,473	4.2%
SERVICES AND SUPPLIES	4,162,493	5,477,714	5,863,921	386,207	7.1%
OTHER CHARGES	2,476,672	3,050,268	2,746,894	(303,374)	(9.9%)
F/A EQUIPMENT	23,198	20,000	0	(20,000)	(100.0%)
OTHER FINANCING USES	168,917	216,437	225,218	8,781	4.1%
INTRA-FUND TRANSFERS	1,814,713	2,485,949	2,483,809	(2,140)	(0.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>25,750,378</b>	<b>31,535,483</b>	<b>32,452,430</b>	<b>916,947</b>	<b>2.9%</b>
<b>NET COUNTY COST</b>	<b>(16,266)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
FAMILY HEALTH SVS	170.15	152.40	156.40	4.00	2.6%
<b>TOTAL STAFFING</b>	<b>170.15</b>	<b>152.40</b>	<b>156.40</b>	<b>4.00</b>	<b>2.6%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Previously, H&SS used 1991 Public Health Realignment to fill the structural deficit (i.e., funding gap) in FHS. However, 1991 Public Health Realignment is a primary funding source for the County to provide Public Health services. The FY2022/23 structural deficit for FHS of \$2,674,873 will be funded with \$1,337,436 in 1991 Public Health Realignment and \$1,337,437 in County General Fund contribution.

**SUMMARY OF POSITION CHANGES**

Changes in the Division’s position allocations since the adoption of the FY2021/22 Budget are provided below.

On March 8, 2022, the Midyear Report included the following position changes:

- Converted 1.0 FTE Limited-Term Dental Assistant (Registered) to 1.0 FTE Dental Assistant (Registered) regular. The position assists in providing dental services to the community and is funded with FQHC payer revenues.
- Added 1.0 FTE Medical Records Technician (Senior). The position provides support to the medical records unit and is funded with FQHC payer revenues and 1991 Realignment.
- Converted 1.0 FTE Limited-Term Mental Health Clinician (Licensed) to 1.0 FTE Mental Health Clinician (Licensed) regular. The position provides behavioral health services to the community and is funded with FQHC payer revenues and 1991 Health Realignment.

Effective April 3, 2022, three positions that were transferred to Public Health to assist with COVID-19 response efforts have now been transferred back to Family Health Services:

- 1.0 FTE Clinic Registered Nurse (Senior)
- 2.0 FTE Medical Assistant

The FY2022/23 Recommended Budget includes the following position changes:

- Add 2.0 FTE Health Education Specialist (TBD) to provide training on the electronic medical records system (NextGen) plus new trainings on new system modules including, telehealth and a patient portal. There is a need for technical knowledge in this training and workflow improvement. The positions are funded with FQHC, 1991 Realignment and County General Fund.
- Delete 2.0 FTE Limited-Term Medical Assistants.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Staff continue to review and make operational changes to address the structural deficit in Family Health Services. The Division will provide an update as part of the FY2022/23 Midyear Report.

Challenges remain in streamlining processes within the electronic medical records 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 improved performance and efficiencies.

Family Health Services is also evaluating the financial and operational considerations for replacing its current electronic health records system in the coming fiscal year. It is anticipated that implementation would require six months to a year and may result in operational down-time (reduced client visits) for training and implementation of the new system. Other potential impacts and the cost of this replacement are at the present unclear; however, it is anticipated that once implementation is completed, provider performance and client throughput as well as access to quality data will substantially improve which can improve overall patient outcomes.

Family Health Services continues to focus on operational and process improvements in order to optimize client services and revenue generation and anticipates implementing a number of changes, including provision of a patient portal, improved communication with clients using telehealth, and more robust appointment scheduling.

The federal Affordable Care Act (ACA) 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 section 17000. 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.

Family Health Services received a \$3,789,500 in American Rescue Plan Act (ARPA) Funds notice of award from the Health Resources and Services Administration on April 1, 2021 as a direct allocation from the federal ARPA legislation. These are one-time funds for a two-year period beginning April 1, 2021 through March 31, 2023. The funds may be used to support a wide range of activities in the following categories: COVID-19 Vaccination Capacity, COVID-19 Response and Treatment Capacity, Maintaining and Increasing Capacity, Recovery and Stabilization, and Infrastructure.

DHCS, Managed Care Plans and community health care associations are exploring an Alternative Payment Methodology (APM) model. APM is a payment approach that gives added incentive payments to provide high-quality and cost-efficient care but has not yet emerged as a new financial structure. However, replacing the current encounter based financial system with APM in lieu of the prospective payment system is greatly desired to elevate complex-patient care and improve quality and other clinical and financial outcomes. Family Health Services has a complex patient population with over 40% of the clinic traffic reporting issues with housing and homelessness.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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## **DIVISION PURPOSE**

The mission of the Department of Health and Social Services - Health Services Division is to optimize the health of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

## **FUNCTION AND RESPONSIBILITIES**

### Emergency Services

The Emergency Services Bureau is comprised of Emergency Medical Services (EMS), Emergency Preparedness and Response, and the Immunization 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), Stroke Centers, 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. The Bureau coordinates and conducts the annual Statewide Medical and Health Exercise (SWMHE) designed to test the County's medical partners' ability to effectively respond to, and recover from, catastrophic events and/or disasters. The Bureau's EMS Program also serves as the County's Emergency Medical Services Agency and is responsible for oversight of the countywide emergency medical services system. In a public health emergency, the Bureau provides support for emergency operations, distribution of critical supplies (e.g., personal protective equipment), coordination of EMS resources, distribution of vaccines and therapeutic agents as needed and operation of vaccination clinics.

### Public Health

Public Health is responsible for monitoring, understanding, and helping to address health concerns facing the community. Public Health performs surveillance for communicable diseases, chronic diseases and injuries, and risk factors for health conditions, and it responds to emerging disease threats and outbreaks. It provides services to vulnerable populations and focuses on prevention of disease, disability, and harmful health outcomes. Public Health communicates with the healthcare community and community partners to inform and coordinate on issues of importance, and with the public to provide residents with sufficient information to make healthy choices. Public Health is in the forefront of fostering and participating in community coalitions and professional networks, as well as in developing public health policies, and it is responsible for enforcing public health laws and regulations. Public Health also assists with emergency planning and response activities.

Key functional areas in Public Health include communicable disease control, surveillance and epidemiology, health promotion and community wellness, public health laboratory, maternal, child and adolescent health, nutrition services, and vital statistics. In 2015, the Older and Disabled Adult Services Bureau (ODAS) 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 (N/S AAA) was established in the Older and Disabled Adults Services Bureau. The budget and metrics for ODAS and the N/S AAA are included in Budget Unit 7680, Social Services.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

### Emergency Services

- Beginning in December 2020 and continuing throughout 2021, Solano EMS, in collaboration with hospital and community partners, has facilitated more than 400 COVID-19 vaccination clinics and has helped administer hundreds of thousands of doses of vaccine in Solano County. Emergency Services continues to partner with local schools, religious institutions, and community centers to operate clinics that serve the needs of our diverse community, while also prioritizing our most at-risk citizens. Emergency Services has coordinated with all 186 long-term care facilities in the county, as well as three homeless shelters, 33 senior housing complexes and 50 intermediate care facilities. In addition, vaccinations have been provided to homebound and homeless persons residing in Solano County. The multi-partner mass vaccination and community pop-up clinics have represented a unique and highly efficient model for vaccination. In addition to vaccination activities, EMS has obtained and distributed critical supplies of personal protective equipment, medical therapeutics, testing supplies and related materials throughout the pandemic to healthcare partners in the county.
- The Bureau has also distributed over 700,000 pieces of personal protective equipment (PPE) to community hospitals, long-term care facilities, and other community partners.



- The Public Private Partnership (PPP) for non-transport medical services between Medic Ambulance and selected Advanced Life Support Fire Agencies was updated and revised during this reporting period. As a part of that revision, the franchise fee collected was increased to better support the costs associated with services provided by the Solano Emergency Medical Services Cooperative (SEMSC), Joint Powers Authority (JPA). The PPP payments are no longer managed by the County's Auditor-Controller's Office; these functions are now managed by the City of Fairfield.

Public Health

COVID-19 Response:

- In 2021, Solano Public Health coordinated, communicated, and collaborated with a multitude of partners, stakeholders, and residents to respond to the COVID-19 pandemic. The Public Health staff across bureaus and programs were redirected to COVID-19 response teams with specific response strategies, such as: communicating with health care providers on the most recent State and national guidance; responding to outbreaks and providing support to businesses and facilities; conducting surveillance testing to quickly detect positive cases in high-risk settings; bolstering case investigation and contact tracing capacity; informing partners and the public about guidance, resources and updates; providing COVID-19 lab testing services to Solano County and four other counties; and providing COVID-19 vaccine to over 300,000 people in Solano County. Through these efforts to date, 72% of eligible Solano residents are fully vaccinated against COVID-19, an additional 10% of eligible residents have been partially vaccinated, and nearly 50% of those eligible have received a booster dose of vaccine.
- The Infection Prevention Team was developed to evaluate and train high-risk locations to decrease the spread of the coronavirus in their facilities. In 2021, staff provided training at 133 facilities, visiting several of these sites multiple times and protecting nearly 3,400 residents in congregate homes.
- In 2021, the Case Investigation and Contact Tracing Team trained a workforce of more than 170 contact tracers/case investigators comprised of County employees, State employees, and Touro University students to investigate nearly 33,000 cases of COVID-19 in Solano County, trace their close contacts, and provide both cases and contacts with guidance and resources.
- The Public Health Laboratory serves five counties (Napa, Solano, Yolo, Marin, and Mendocino) and in 2021, provided some 62,000 COVID-19 lab tests to these counties within a 24–36-hour timeframe, typically operating seven days per week. The laboratory implemented eight new testing methodologies for SARS-CoV-2 detection. New instruments and methods have increased testing capacity for COVID-19 from about 100 specimens per day to over 600 specimens per day. The U.S. National Guard, H&SS staff from Environmental Health and Administrative Support Bureau, and individual volunteers contributed to the laboratory's pandemic efforts, providing specimen accessioning, data entry, and courier support.
- In 2021, the Epidemiology Unit continued to play a lead role in coordinating and providing technical assistance to healthcare providers, partner agencies and other stakeholders in preventing additional deaths and illnesses due to COVID-19. The Epidemiology Unit led weekly conference calls with Solano County health care providers and with long-term care facilities to serve as a critical forum for guidance review, technical assistance and questions and answers. This unit maintains the County's COVID-19 dashboard, providing pertinent information about cases, demographics, trends, and community spread, as well as vaccine data.
- Through 2021, the Outbreak Response Team has investigated over 200 outbreaks in locations such as prison/correctional settings, skilled nursing and other residential care facilities for the elderly, day cares, adult developmental facilities, warehouse/manufacturing/business establishments and more. Worksite investigations were conducted at 91 locations covering approximately 16,000 employees and supported infection prevention and adherence to Occupational Safety and Health Administration (OSHA) guidance.
- In 2021, the Public Information Team developed press releases, newsletters, social media posts, public service announcements, video updates, newspaper columns and public health guidance documents to keep community members up to date. The team maintained the COVID-19 website and SolanoCares.org, which housed the list of COVID-19 related resources for the community. The team organized multiple townhall presentations with partner agencies and granted media interviews throughout the year. The team focused on educating communities disproportionately affected by COVID-19 by

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providing information in English, Spanish and Tagalog through multiple media channels, including social media, television, radio, newspaper, and bus shelter advertising.

- In 2021, the Warmline Team responded to many thousands of calls and emails from community members about COVID-19 by providing up-to-date information, linkage to programs, and an empathetic ear. Bilingual staff provided Spanish language support for phone calls and written translations. When the mass vaccination site started at the Solano County Fairgrounds in early 2021, the warmline assisted 2,000 people per week with registering for vaccination appointments.
- In 2021, a Self-Isolation Support program was created in Solano County for individuals that have received a COVID-19 positive test result and who are not able to self-isolate. At the beginning of the pandemic, there were a number of these individuals who would check themselves into a hospital; however, there is now an option for them to stay in a room away from others throughout their infectious period. During their program participation they receive contactless meal deliveries, cleaning services, and support from the Solano County Health and Social Services Navigation Team if they have barriers to being healthy, safe, and stable once they leave the program. The COVID-19 Self Isolation program has served 42 clients.

Additional Highlights:

- The Oral Health Education Program of the Health Promotion and Community Wellness Bureau visited 27 sites; 153 children received a free fluoride varnish application/dental screening and 177 children received oral health education. Ninety-five percent (146 of 153) of those who received a free fluoride varnish application/dental screening were five years old or younger.
- Solano Public Health has been involved in a process to become accredited by the Public Health Accreditation Board (PHAB). This process involved review and development of over 2,000 documents to measure 328 evidenced-based standards across twelve domains aimed at improving and protecting the health of the public. Following document submission, the accreditation team completed a virtual site visit with PHAB reviewers in September 2020, moving on to the final step of receiving accredited status. This process has been delayed due to the two COVID-19 surges in 2021 and Public Health hopes to gain accreditation status in 2022.
- Solano Public Health, in collaboration with the H&SS Resilient Solano Internal Workgroup and the community collaborative Solano Kids Thrive, continues to lead efforts in partnership with Trauma Transformed, a program through East Bay Agency for Children that aims to advance trauma-informed and healing-centered system change through community and cross-system collaboration. In 2021, ten Trauma Informed Systems 101 (TIS 101) trainings were held for both H&SS staff and community partner agencies, including Child Start Inc., the faith-based Success Network, Touro University California, Solano County Office of Education, and the Solano Kids Thrive Collaborative. The entire Behavioral Health Division was also trained, and altogether over 300 staff and community partners were reached with this training that overviews the six core guiding principles of Trauma Informed Systems and how to practically apply these principles.
- The Community Advancing Racial Equity (CARE) Team is an active collaboration of 20+ staff from multiple divisions within H&SS, Library, and First 5 Solano. The group meets regularly to address racism and equity within the County and to the broader community. The team also convenes quarterly African American/Black, Latinx, and Asian and Pacific Islander caucuses to work together within H&SS toward a diverse, inclusive, and equitable workforce, and to strategize around how to better engage and serve these communities in Solano County. Beginning in 2020, the caucuses pivoted to focus on equity and COVID-19 among communities of color through a series of virtual townhall events that involved sharing of data on COVID-19 disparities and development of strategies around improving outreach, connection to resources, and information dissemination. Strategies include a COVID-19 Latinx outreach campaign, and reusable face covering giveaway events in partnership with community partners where over 5,000 coverings were distributed to low-resourced families and individuals along with COVID-19 information and resources.
- The HIV Prevention Program, in partnership with Mercury Pharmacies, successfully launched the initial phase of PrEP Navigation for the county. PrEP is pre-exposure prophylaxis to prevent new HIV transmissions in those with ongoing high risk of contracting HIV. The “getprepsolano.org” site provides information on where to get tested throughout the county, including via the county mobile testing van. In the past year, the program provided telehealth training to healthcare providers and clients about PrEP.

**WORKLOAD INDICATORS**

Emergency Services

- In 2021, 310 Emergency Medical Technicians were certified, recertified, and/or registered in Solano County.
- A total of 185 Paramedics were newly accredited or recertified in Solano County for 2021.

Public Health

- The Women, Infants and Children (WIC) Program’s caseload experienced a sizable increase during 2021. In June 2021, 8,323 clients received WIC benefits in Solano County resulting in 98.6% of the funded caseload being served. WIC also initiated an online pre-screening form and in 2021, 287 families used this service to start WIC enrollment.
- In 2021, the Communicable Diseases Bureau tracked 1,334 cases of HIV and 3,399 sexually transmitted disease (STDs) cases (an increase of more 1,300 cases over the previous year), including 310 cases of syphilis (nearly one hundred more cases over the previous year). For FY2020/21, the Tuberculosis team investigated 120 contacts from 22 cases.
- During the COVID-19 pandemic, all programs within Maternal Child and Adolescent Health, including home-visiting programs and other services, quickly responded by switching to telehealth/virtual case management visits and client groups, allowing participants to maintain continuity and safely receive services.
- During 2021, Healthy Families Solano enrolled 44 new families, served a total of 103 families (a 20% increase from the prior year) and completed 770 virtual home visits.
- In 2021, a total of 126 clients were served in Black Infant Health program.
- Nurse-Family Partnership served 113 clients in 2021; sixty new clients were enrolled, and twenty-five infants were born, with 96% breastfed at birth. Eighteen families completed the program and graduated.
- In 2021, District Nursing was able to respond to about one-third of the referrals received (208 visits compared to 608 referrals), providing critical support and resources to families, including health insurance, primary care, dental care, breastfeeding, and food bank resources. The decrease was due to COVID-19 response activities and staffing for testing, vaccines, warm-line response, and outbreak investigations.
- The Public Health Laboratory tested more than 75,200 patient and environmental specimens in 2021. Of 39,968 total specimens from Solano County (excluding water testing), the highest volume tests were: SARS-CoV-2 (84%), QuantiFERON TB Gold Plus (8.5%), blood lead level (5.3%), and TB smear/culture (1.4%).
- In 2021, Solano Public Health, Vital Statistics Unit issued 1,916 birth certificates, 21,972 death certificates, and 5,270 death permits. The Vital Statistics Unit continues to work closely with hospitals, funeral homes, and the Sheriff’s Office to collect and report important health data for Solano County.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$6,788,906 or 11.7% in revenues and a decrease of \$3,648,134 or 6.0% in appropriations when compared to the FY2021/22 Adopted Budget. The Recommended Budget includes appropriations of \$6,545,640 in Public Health, \$1,655,733 in Administration and \$199,769 in Social Services that will be funded with Public Health-Intergovernmental Transfer (IGT) (see glossary for definition) restricted funds. The County General Fund Contribution of \$2,249,471 remains unchanged.

Primary Funding Sources

Funding sources for Public Health include various federal grants; fee-for-service; revenue contracts with 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, and Health Promotion and Community Wellness. 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.

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The funding sources for Medical Services are 1991 Realignment, Forfeitures and Penalties, and County General Fund.

The Recommended Budget for Health Services includes a \$6,788,906 or 11.7% net decrease in revenues compared to the FY2021/22 Adopted Budget. The net decrease is primarily due to the following:

- Decrease of \$5,430,174 in IGT revenues due to the transition of the IGT funding cycle from a fiscal year to a calendar year. The Recommended Budget includes one (1) cycle of IGT funding for calendar year 2021.
- Decrease of \$1,876,657 in Other Revenue primarily due to one-time State grant funding expended in FY2021/22 to support housing for clients with complex needs.
- Decrease of \$668,525 in COVID-19 State Pass-Through for the Epidemiology and Laboratory Capacity (ELC) grant revenues offset by increases in CDPH Immunization Branch Supplemental funding and other COVID-19 related funding.
- Decrease of \$564,423 in COVID-19 federal Direct for one-time emergency preparedness COVID-19 grants and Women, Infants, and Children funding which has been exhausted in FY2021/22.
- Decrease of \$193,564 in current year State funding due to a decrease in carryover funding for oral health, reduction in anticipated revenues for California Children Services program and cash flow.
- Increase of \$651,714 in COVID-19 Public Health Crisis Response and the Public Health Workforce Development Supplemental (WFD) funding to establish, expand, train, and sustain the public health workforce.
- Increase of \$540,911 in 1991 Public Health Realignment primarily due to cash flow and increases in costs not covered by other grants or funding sources.
- Increase of \$369,274 in California Equitable Recovery Initiative (CERI) funds to advance health equity for disproportionately impacted racial and ethnic groups, rural populations, those experiencing socioeconomic disparities, and the underserved communities.
- Increase of \$229,003 in Donations and Contributions primarily from Yocha Dehe Wintun Nation donation, reflecting expenditures only through December 2022.
- Increase of \$179,720 in federal funding due to an increase in prior year revenues offset by decreases in revenues primarily in the Ryan White, Women, Infant and Children, California Children's Services program, and Child Health Disability Prevention programs.

Primary Costs

Primary costs for Health Services are \$26,198,864 for Salaries and Employee Benefits, \$13,952,996 for Services and Supplies, \$12,781,794 for Other Charges, \$315,000 in Fixed Assets, \$294,825 for Other Financing Uses, and \$3,262,229 for Intrafund Transfers.

The recommended appropriations for the Health Services Division include \$48,862,539 for Public Health (BU 7800) and \$7,943,169 for Medical Services (BU 7588).

The Recommended Budget includes \$3,648,134 or 6.0% net decrease in appropriations primarily due to the following:

- Increase of \$1,908,299 in Salaries and Employee Benefits primarily due to position changes in FY2021/22, including the addition of Limited-Term positions approved by the Board of Supervisors on February 8, 2022 and funded with one-time California Equitable Recovery Initiative (CERI) and Public Health Workforce Development (WFD) grants, position changes included in the Recommended Budget, and negotiated and approved labor contracts resulting in increases in wages, retirement, and health insurance costs and reduced salary savings.
- Increase of \$225,824 in Services and Supplies due to increases in liability insurance, medical/dental supplies, contracted and professional services, and advertising and marketing. These increases are offset by decreases in the IGT State administration fee and COVID-19 response expenditures, laboratory supplies, and DoIT time studies.
- Decrease of \$5,575,358 in Other Charges primarily due to decreases of \$3,584,469 in contracted direct services related to less anticipated COVID-19 response activities, a reduction due to one-time State grant funding expended in FY2021/22 to

## Summary of Division Budget

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support housing for clients with complex needs. and a decrease of \$2,715,087 in Other Charges – IGT due to the transition of the IGT funding cycle from fiscal year to calendar year.

- Increase of \$100,000 in Fixed Assets primarily for lab equipment and emergency response equipment.
- Increase of \$40,457 in Other Financing Uses due to increases in pension obligation bond costs and operating transfers out of funds for Solano AAA Meals on Wheels contract for senior fall assessments.
- Decrease of \$347,446 in Intrafund Transfers due primarily to a decrease in staff support costs from other divisions.

### Contracts

The FY2022/23 Recommended Budget for Health Services includes a total of \$6,010,925 or 10.6% in contracted services for the provision of services to Public Health. H&SS will return to the Board in June 2022 with a master list of contracts for the Board's consideration.

### Fixed Assets

The FY2022/23 Recommended Budget includes \$315,000 for the following fixed assets:

- \$15,000 for a Benchtop Centrifuge instrument for the Public Health Laboratory funded with ELC grant.
- \$100,000 for four Lund University Cardiac Assist System (LUCAS) devices for Emergency Response funded with ELC grant.
- \$200,000 for a Mobile Vaccination Trailer funded with Government Operations Agency (GovOps) grant.

### **DEPARTMENT COMMENTS**

None.

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DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	20,192	24,000	23,000	(1,000)	(4.2%)
FINES, FORFEITURES, & PENALTY	275,248	275,000	275,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	241,028	278,904	104,434	(174,470)	(62.6%)
INTERGOVERNMENTAL REV STATE	31,376,554	37,251,005	36,929,827	(321,178)	(0.9%)
INTERGOVERNMENTAL REV FEDERAL	17,093,113	12,844,164	8,050,275	(4,793,889)	(37.3%)
INTERGOVERNMENTAL REV OTHER	702,785	908,138	977,083	68,945	7.6%
CHARGES FOR SERVICES	1,483,286	2,304,135	2,384,475	80,340	3.5%
MISC REVENUE	455,574	1,952,857	305,203	(1,647,654)	(84.4%)
OTHER FINANCING SOURCES	337,000	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	2,561,477	2,249,471	2,249,471	0	0.0%
<b>TOTAL REVENUES</b>	<b>54,546,258</b>	<b>58,087,674</b>	<b>51,298,768</b>	<b>(6,788,906)</b>	<b>(11.7%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	20,840,875	24,290,565	26,198,864	1,908,299	7.9%
SERVICES AND SUPPLIES	8,994,519	13,727,172	13,952,996	225,824	1.6%
OTHER CHARGES	16,251,158	18,357,152	12,781,794	(5,575,358)	(30.4%)
F/A EQUIPMENT	695,490	215,000	315,000	100,000	46.5%
OTHER FINANCING USES	201,081	254,278	294,825	40,547	15.9%
INTRA-FUND TRANSFERS	1,456,312	3,609,675	3,262,229	(347,446)	(9.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>48,439,435</b>	<b>60,453,842</b>	<b>56,805,708</b>	<b>(3,648,134)</b>	<b>(6.0%)</b>
<b>NET CHANGE</b>	<b>(6,106,823)</b>	<b>2,366,168</b>	<b>5,506,940</b>	<b>3,140,772</b>	<b>132.7%</b>

<b>STAFFING</b>					
HEALTH SERVICES	161.25	170.00	175.00	5.00	3%
<b>TOTAL STAFFING</b>	<b>161.25</b>	<b>170.00</b>	<b>175.00</b>	<b>5.00</b>	<b>3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the Division’s position allocations since the adoption of the FY2021/22 Budget are provided below.

On December 14, 2021, the following position changes were approved by the Board:

- Deleted 1.0 FTE Office Assistant II and added 1.0 FTE Health Assistant to the Women, Infants and Children (WIC) program to better assist with WIC clinic flow and operations as prescribed by the California Department of Public Health/WIC.

On February 8, 2022, the Board approved the following new Limited-Term positions:

- Added 2.0 FTE Limited-Term Public Health Nurses through June 30, 2023 funded with California Department of Public Health (CDPH) Public Health Workforce Development (WFD) Supplemental funding through the American Rescue Plan Act of 2021.
- Added 1.0 FTE Limited-Term Public Health Microbiologist through June 30, 2023 funded with CDPH Public Health WFD Supplemental funding through the American Rescue Plan Act of 2021.
- Added 2.0 FTE Limited-Term Health Education Specialist through June 30, 2023 funded by an allocation from the Centers for Disease Control and Prevention (CDC) California Equitable Recovery Initiative (CERI) to address COVID-19 health disparities among populations at high-risk and underserved.

- Added 1.0 FTE Limited-Term Project Manager through June 30, 2023 funded with COVID-19 Epidemiology, Laboratory and Capacity Enhancing Detection Expansion grant for COVID-19 response activities.

On March 8, 2022, the Midyear Report included the following position changes:

- Extended 2.0 FTE Limited-Term Health Assistants through June 30, 2023. The positions provide screening, assessments, enrollment and case management services in the Maternal Child and Adolescent Health and CalWORKs Home Visiting Programs and are funded by CalWORKs revenues.
- Extended 1.0 FTE Limited-Term Health Education Specialist through June 30, 2023. This position provides services for Substance Abuse Block Grant (SABG), Health Promotion and Community Wellness program and supervises case investigations and contact tracing and is funded with SABG, 1991 Health Realignment and ELC revenues.
- Extended 1.0 FTE Limited-Term Public Health Nurse through July 31, 2023. This position provides comprehensive case management services and disease surveillance/monitoring of reportable communicable diseases, including COVID-19, and is funded with ELC grant revenues.
- Extended 1.0 FTE Limited-Term (project) Communicable Disease Investigator through July 31, 2023. This position performs case investigations and contact tracing activities and is funded with ELC grant revenues.
- Extended 1.0 FTE Limited-Term Project Manager through June 30, 2023. This position supports the Health Promotion & Community Wellness program and is funded with Substance Abuse Block Grant (SABG) and 1991 Health Realignment revenues.
- Extended 1.0 FTE Limited-Term (project) Communicable Disease Investigator through June 30, 2023. This position performs mandated investigations of reported cases, educates clients and providers and provides linkages to care. This position is funded with grant revenues and IGT.
- Extended 1.0 FTE Limited-Term Epidemiologist through July 31, 2023. This position supports outbreak investigations and is a key member of the emergency preparedness team and is funded with ELC grant revenues.
- Extended 1.0 FTE Limited-Term Mental Health Clinician (Licensed) through July 31, 2023. This position supports vaccination and testing efforts within Solano Public Health and provides perinatal mental health services within Maternal, Child and Adolescent Health (MCAH) and is funded with ELC grant revenues, MCAH Title V and Title XIX funds and 1991 Health Realignment revenues.
- Extended 1.0 FTE Limited-Term Public Health Nurse (Senior) through June 30, 2023. This position supervises public health nurses providing home-visiting services to high-risk clients and provide vaccines and testing services across the county and is funded with Targeted Case Management and 1991 Public Health Realignment revenues.
- Added 1.0 FTE Emergency Medical Services Administrator (TBD) to provide oversight of the Emergency Medical Services system and funded through the SEMSC (JPA) proceeds.

Effective April 3, 2022, three positions that were transferred from Family Health Services to Public Health to assist with COVID-19 response efforts have now been transferred/moved back to Family Health Services and removed from Public Health's position allocation:

- 1.0 FTE Clinic Registered Nurse (Senior)
- 2.0 FTE Medical Assistant

The FY2022/23 Recommended Budget includes the following position changes:

- Add 1.0 FTE Limited-Term Communicable Disease Investigator to expire December 31, 2025 to investigate cases of communicable diseases and funded with Disease Intervention Specialists (DIS) Workforce Development funding.
- Reclassify 1.0 FTE Clinic Physician (Board Certified) to 1.0 FTE Deputy Health Officer (TBD) to address challenging needs and evolving requirements associated with management of emergency resources in medical and public health settings. The position will continue to be funded with Intergovernmental Transfer (IGT) funds and Epidemiology and Laboratory Capacity (ELC) revenue received from the CDC when applicable.

**PENDING ISSUES AND POLICY CONSIDERATIONS**Public Health

It is anticipated that the impacts of the COVID-19 pandemic will begin to abate over the coming year and likely result in reduced needs for redirection of Public Health resources to COVID-19 activities. Supplemental COVID-19 funding for ELC Enhancing Detection Expansion and for vaccinations is scheduled to expire at the end of June 2023, but it remains available in the coming fiscal year to offset costs related to remaining redirections and to provide some temporary relief on the Division's need to over utilize 1991 Public Health Realignment to fund its operations. Public Health continues to monitor vacant positions and move positions between programs within the Division to maximize funding where possible.

Pending approval by the State Legislature, and the Governor's signature, it is anticipated that new infrastructure funding for local health departments may become available next fiscal year. The amount of funding that Solano County can expect to receive and the specific restrictions on use of the funding remain unclear. However, if made available, these funds may help sustain some of the work funded through one-time COVID-19 funding, allow Public Health to resume its focus on prevention programs, and restore some of the funding reductions that occurred in 2020.

Public Health is partnering with the Department of Resource Management to implement a lead abatement program in Solano County. Solano County has received court settlement funds to implement this program, which is expected to begin in the coming fiscal year and to result in abatement of lead hazards in up to hundreds of homes over the next several years.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear in the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.



**DIVISION PURPOSE**

The Department of Health and Social Services – Social Services Division budget has over 18 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, housing supports, medical insurance enrollment, and employment services. E&ES promotes healthy, safe, and stable lives by assisting low-income families and individuals with obtaining employment, access to health care, 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 RESPONSIBILITIES**

Child Welfare Services

The mission of CWS is to protect children from abuse and neglect by strengthening families or finding safe, permanent homes so that children can grow into healthy productive adults. CWS includes 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 financial self-sufficiency. Specifically, E&ES administers CalFresh, Medi-Cal, California Work Opportunity and Responsibility to Kids (CalWORKs) (see glossary for definitions), and General Assistance.

#### Welfare Administration and Special Investigations Bureau

WA and the SIB conduct investigations 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

- Trauma Informed Leadership: Following the Department’s work with Advancing California’s Trauma Informed Systems (ACTS) in 2020, CWS began participating in the Growth, Practice, and Strategy (GPS) learning series developed by Solano Public Health and Trauma Transformed. This was a timely opportunity for CWS, as it continued the work accomplished with ACTS. Through the GPS learning series, a Trauma Informed Leadership Team (TILT) was formed, consisting of leadership, line staff, and support staff. TILT has broadened the focus of the work began with ACTS, including ideas that allow for a change in vision to “improve staff satisfaction, thereby improving staff morale to reduce staff turnover and ultimately improve client outcomes.”
- There continues to be staffing challenges in the social work classification which the division is working to address by supporting staff through ACTS, reassessing workflow, and identifying potential staffing modifications including enhanced supervisory supports. Recruitments are continuous; however, hiring has not kept up with departures. As of March 2022, there continues to be a 30% vacancy rate in the Social Worker III classification.

Employment and Eligibility Services

- Public Assistance Access through COVID-19: Since the beginning of the COVID-19 pandemic in 2020, E&ES continually provided in-person access to services in lobbies, although the number of community members presenting to lobbies was lower than pre-COVID-19. In 2021, Solano County received the California Department of Social Services (CDSS) medium-sized county CalFresh access award for maintaining in-person program access during COVID-19.
- Workload and Timeliness: E&ES workload consists of accepting applications and managing active cases. The State requires that eligibility decisions be made within certain timeframes. In 2021, E&ES overall workload increased by 9% and E&ES improved overall timeliness from 86% to 90%. However, it is likely that timeliness was positively impacted by the suspension of Medi-Cal renewals during the Public Health Emergency by reducing overall workload.
- Economic Impact: In 2021, E&ES approved \$158.7 million in public assistance benefits, an important economic support to individuals, families, and businesses through the pandemic. This total includes \$122.7 million in CalFresh, \$28.7 million in CalWORKs cash assistance, \$2.5 million in CalWORKs supportive services, \$3.9 million in childcare, and \$927,363 in General Assistance.

Welfare Administration

- Beginning in March 2020, due to the pandemic, State intercepts in support of fraud investigations were placed on hold. The “hold” remains in place making it difficult for the County to recover monetary assistance provided as a result of fraudulent activity.
- Medi-Cal annual redeterminations were waived by the Department of Health Care Services during the pandemic; however, annual redeterminations are projected to begin sometime early in FY2022/23. The projected workload associated with individual client redeterminations will be significant. Staff is preparing for increased demands. It is likely that the Special Investigations Bureau will engage in some form of internal business process reorganizing to meet the anticipated demands.

Older and Disabled Adult Services

- During the COVID-19 pandemic in 2020, there was over a 20% increase in Adult Protective Services reports of abuse and this number has remained consistent in 2021, with only 24 cases less or 0.1% decrease in 2021. Reports are anticipated to increase in 2022 with the State mandate for eligibility age decreasing to age 60 from 65. Despite the COVID-19 pandemic related changes in staffing availability and change in investigation practice to promote safety of clients and staff, APS maintained its commitment to investigate all reports of abuse.

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- ODAS continues to participate in the CalOES Victim Services Program Unit Elder Abuse (XE) program which is a multidisciplinary community agency meeting to create a larger safety net for victims of crime and connect victims to resources. ODAS applied and received approval to begin a State funded Home Safe Program which will serve APS clients who are at risk of homelessness or homeless to receive housing supports and housing location services.
- The IHSS client caseload was at 5,231 by the end of 2021 which was an additional 134 clients over last year. During the two years of the COVID-19 pandemic, there has been more demand for services including caregiver needs as some providers discontinued care for clients due to concern of COVID-19 exposure. As the caseload continues to grow in IHSS, current staff are challenged to meet both the intake and annual reassessment requirements.
- Public Guardian / Public Conservator / Public Administrator 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. Current caseloads have grown to approximately 80 cases compared to average 60 per Deputy Public Guardian in 2020. A part-time contracted Deputy Public Guardian has been retained to assist with the Public Administrator caseload.
- In October 2021, the Solano County Board of Supervisors honored 48 centenarians, people aged 100 years or older. The celebration was virtual due to COVID-19 safety concerns. A Centenarian Commemoration book was created to mark the event and provided to each of the recipients. According to the U.S. Census Bureau, the U.S. is home to 97,000 centenarians, which is the highest number in the world. Remarkable examples of longevity and the meaning of quality of life, centenarians age with dignity and grace. In our county, centenarians come from diverse ethnic, socioeconomic, religious, and educational backgrounds.

## **WORKLOAD INDICATORS**

### Child Welfare Services

- In 2021, CWS received 4,538 reports, 491 more than in 2020 and 168 more than in 2019, for allegations of child abuse and neglect, which were evaluated and assessed. Of the 4,538 reports, 2,084 led to investigations. These investigations led to 150 children being placed in out of home care. During this same period, 63 children were returned home, and 73 adoptions or guardianships were legally ordered.
- As of December 2021, CWS had 417 children and youth in out of home placement, as compared to 431 in December 2020. Of the 417 children in out of home placements, 109 were with a relative or non-relative extended family member; 22 in Group Homes or Short Term Residential Therapeutic Placements (STRTP's) (7 in county/15 out of county); 45 in Non-relative Solano County Resource Family/Foster homes; 147 in Foster Family Agency Certified Homes; 26 young adults in Supervised Independent Living placements; 62 youth in non-dependent Legal Guardianship placements; 5 dependent youth in Guardianship placements; and 1 youth in other placement types (court ordered or specialty homes).

### Employment and Eligibility Services

- In 2021, E&ES served 151,330 unduplicated county residents representing 33% of the county population, an 8% increase over 140,472 in 2020. The largest caseload growth is in Medi-Cal due to the suspension of annual redeterminations which was put in place to maintain coverage during the Public Health Emergency.
- In 2019 (pre-COVID), 137,672 community members visited E&ES lobbies. In 2020, the number declined to 78,939 and, in 2021, it declined further to 63,932. Concurrently, in-person submission of applications decreased from 48% of all applications in 2019 to 20% in 2021, and online applications increased from 44% to 66% with the balance of applications taken over the phone. Also in 2021, E&ES received 107,450 calls to the clerical and Benefit Action Center call centers, a 14% increase from 94,162 in 2020.
- In 2021, E&ES processed 72,297 applications, a 5% decrease from 76,307 in 2020. The division scanned 427,361 documents, a 4% reduction from 444,092 in 2020 and likely attributable to increased online submissions which are already scanned. In 2021, E&ES processed 35,903 program renewals, a 40% reduction from 57,236 in 2019 due to the federal government suspension of Medi-Cal renewals during COVID-19. In 2021, E&ES processed 16,703 income verifications.

- In 2021, the Program Support Bureau developed procedures related to 83 State and federal regulatory changes, processed and distributed 2,760 payments for supportive services and produced 48 management reports for daily operational coordination.
- In 2021, the Hiring and Staff Development Bureau hired 69 new employees and promoted 18 employees. Seventy-three percent of E&ES positions are in the eligibility classification series. All employees in this series start with a six-month, full-time training program. In 2021, 31 employees graduated from three training cohorts. In total, E&ES delivered 3,004 hours of in-service training for 364 participants.

Welfare Administration

In calendar year 2021:

- The Special Investigations Bureau (SIB) conducted 2,913 welfare fraud investigations resulting in \$7.9 million in cost savings in CalWORKs and CalFresh programs.
- The Overpayment Recovery Unit computed 1,104 (426 CalWORKs and 678 CalFresh) overpayments/over issuances totaling \$2,626,025.
- The Appeals Unit held 1,161 hearings from represented programs, including CalFresh, CMSP, CalWORKs, General Assistance, IHSS, and Medi-Cal.

Older and Disabled Services

In calendar year 2021:

- Adult Protective Services investigated 2,323 reports of elderly adult and dependent adult abuse. Complexity of cases as measured by number of allegations investigated have steadily increased each year with financial abuse and self-neglect being the most common.
- Public Guardian / Public Conservator averaged 253 cases over the year based on monthly case reports and closed 42 cases. Caseloads fluctuate based on court orders, effective treatment of clients and restoration from grave disability back to the community.
- Public Administrator had 28 open cases and closed 7 cases.
- IHSS received 1,924 new applications for services. Of this total, 1,095 were assigned for intake assessments and 829 were denied due to program eligibility criteria not being met.
- IHSS Enrollment Team provided orientations to 1,198 individuals, provided phone and walk-in assistance to over 1,998 individuals, and assisted 12 providers in filing worker's compensation claims.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents increases of \$11,540,674 or 9.3% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The County General Fund Contribution of \$9,216,740 reflects an increase of \$1,297,117 or 16.4%.

Primary Funding Sources

The primary funding sources for Social Services' 18 major programs are State allocations, federal funds, 2011 Realignment (see glossary for definition), and 1991 Realignment (see glossary for definition). Federal funding includes the following: Title IV-E for Adoptions, Commercially Sexually Exploited Children (CSEC) Program, Child Welfare Services, Independent Living Program (ILP) and Kinship Guardianship Assistance Payment Program (Kin-GAP); Title XIX for Medi-Cal and Health Related (CWS, IHSS and APS); Temporary Assistance for Needy Families (TANF – see glossary for definition) for CalWORKs and CWS Emergency Assistance; Title XX for Child Welfare Services; Title IV-B for Child Welfare Services and Promoting Safe and Stable Families (PSSF); 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.

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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 include the implementation of Continuum of Care Reform (CCR). In the FY2022/23 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 \$15.3 million in Realignment revenues in FY2022/23. The estimated Realignment receipts are projected at the same level as FY2021/22 base receipts. Realignment revenues, both 1991 and 2011, are funded through sales tax and Vehicle License Fees (VLF). CWS and APS programs are the programs that solely rely on Realignment funds to cover 100% of the nonfederal share of administration costs. H&SS is projecting that there will be sufficient combined 1991 and 2011 Realignment revenues to cover projected expenditures in FY2022/23.

County General Fund is used for the administration costs of the General Assistance, Public Guardian, and SSI Advocacy programs. The County also has a required share of cost for the administration of most Social Services programs, except for Independent Living Program (ILP), Providing Safe and Stable Families (PSSF), Medi-Cal, and County Medical Services Program (CMSP).

In FY2011/12, counties were given a CalFresh Administration Match Waiver (see glossary for definition) which allows counties to draw down a portion of the State General Fund (SGF) for CalFresh Administration without a match as long as the County meets its required Maintenance of Effort (MOE). Solano County's MOE is \$1,870,502. The Match Waiver was fully phased out in FY2018/19. Therefore, starting FY2018/19 the County is required to pay 100% of its share of the nonfederal costs that are above the MOE and the CalFresh SGF allocation. Additional County share above the MOE is 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 FY2020/21, payable in FY2022/23, is \$1,076,356 and is funded with County General Fund.

It should be noted that in in FY2020/21 and FY2021/22, counties who were not fully spending their CalFresh SGF allocation were given temporary waiver of the county match requirement so they could maximize the draw of federal funds for CalFresh. Solano County was not eligible for this waiver because it has fully spent its FY2020/21 CalFresh SGF allocation.

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 FY2022/23 Recommended Budget for Social Services includes a \$11,540,674 or 9.3% net increase in revenues compared to the FY2021/22 Adopted Budget, primarily due to the following:

- Increase of \$17,037,269 in combined State and federal revenues primarily due to projected increases in Medi-Cal, CalFresh, CalWORKs revenues.
- Increase of \$4,617,191 in prior year State and federal revenues due to higher revenues estimated at Midyear compared to the FY2021/22 Adopted Budget.
- Increase of \$1,297,117 in County General Fund Contribution primarily due to increase in spending in the administration of CalFresh.
- Increase of \$167,252 in Operating Transfers-In from Fund 216 – Napa/Solano AAA representing reimbursement for program management and administrative support costs.
- Increase of \$59,822 in other revenues primarily due to increase in estimated collections of Public Guardian and Public Administrator fees offset by reduced draw from the Wraparound Reinvestment Fund to cover the match requirement for Bringing Families Home program.
- Decrease of \$11,637,977 in combined 1991 and 2011 Realignment revenues representing lower need of Realignment revenue to cover projected program costs and cash flows in Social Services.

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Primary Costs

Child Welfare Services (BU 7600) – With recommended appropriations of \$29,934,225, 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 \$76,960,961, 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 \$8,265,808, 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 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.

Special Projects (BU 7675) – With recommended appropriations of \$3,575,388, 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.

Older and Disabled Adult Services (BU 7640) – With recommended appropriations of \$16,288,553, ODAS includes the costs of social workers, and administrative and clerical support staff dedicated to IHSS, APS, and PG functions.

Napa/Solano Area Agency on Aging (BU 7685) – With recommended appropriations of \$794,012, Napa/Solano AAA includes the costs of staff dedicated to Napa/Solano AAA.

Social Services Support (BU 7670) – With recommended appropriations of \$377 which represents Countywide Administrative Overhead cost changes.

The FY2022/23 Recommended Budget includes a \$11,540,674 or 9.3% net increase in appropriations compared to the FY2021/22 Adopted Budget.

- Increase of \$4,039,112 in Salaries and Employee Benefits due to negotiated and approved labor contracts resulting in increases in wages, retirement, and health insurance costs. The net increase is also attributed to the additional FTEs in E&ES, CWS, and ODAS divisions (see Summary of Position Changes for details) offset by increase in salary savings.
- Increase of \$1,773,069 in Services and Supplies due to increases in contracted direct services primarily for document migration from Compass Pilot to CalSAWS Imaging system in E&ES Division and FFPSA implementation and preparation of County Self-Assessment/Peer Review for CWS, other professional services for Home Safe and APS programs in ODAS, data processing services for new database system for the Special Investigations Bureau, special departmental expenses for multi-language publication project for N/S AAA and Private Adoption Agency Reimbursement Program (PAARP) payments for CWS funded with 2011 Realignment, postage, Department of Information Technology (DoIT) charges, software costs, and travel expenses. These are offset by decreases in various other line items such as liability insurance, building rents/leases, education and training, computer related expenses, and office expense.
- Increase of \$5,948,006 in Other Charges due to increases in CalWORKs childcare, housing for clients, interfund charges from the Department of General Services and other departments and Countywide Administrative Overhead. These are offset by decreases in contracted services for the implementation of Family Urgent Response System (FURS) and transportation for CalWORKs clients.
- Increase of \$63,162 in Fixed Assets primarily representing estimated cost of three kiosks for E&ES Division which are needed in FY2022/23 for CalSAWS implementation offset by purchase of hand-held radios for Welfare Administration included in FY2021/22 Adopted Budget.

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- Decrease of \$45,389 in Other Financing Uses due to decrease in Operating Transfers Out to Probation for Transitional Housing Plan grant offset by increase in pension obligation bond rate costs.
- Decrease of \$237,286 in Intrafund Transfers primarily due to an increase in Social Services' share of H&SS Administration costs.

Contracts

The FY2022/23 Recommended Budget for Social Services includes \$5,004,215 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 in June 2022 with a master list of contracts for the Board's consideration.

Fixed Assets

The FY2022/23 Recommended Budget includes the following fixed assets:

- \$111,162 for the purchase of three kiosks in the E&ES Division which will be used by clients with the CalSAWs implementation.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	3,847	200	0	(200)	(100.0%)
INTERGOVERNMENTAL REV STATE	35,995,893	48,383,238	46,068,504	(2,314,734)	(4.8%)
INTERGOVERNMENTAL REV FEDERAL	62,316,579	66,467,794	78,799,011	12,331,217	18.6%
CHARGES FOR SERVICES	617,688	536,073	775,957	239,884	44.7%
MISC REVENUE	254,771	344,962	165,100	(179,862)	(52.1%)
OTHER FINANCING SOURCES	586,665	626,760	794,012	167,252	26.7%
GENERAL FUND CONTRIBUTION	8,240,797	7,919,623	9,216,740	1,297,117	16.4%
<b>TOTAL REVENUES</b>	<b>108,016,240</b>	<b>124,278,650</b>	<b>135,819,324</b>	<b>11,540,674</b>	<b>9.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	72,442,287	82,811,070	86,850,182	4,039,112	4.9%
SERVICES AND SUPPLIES	9,935,793	11,986,121	13,759,190	1,773,069	14.8%
OTHER CHARGES	16,280,531	18,226,749	24,174,755	5,948,006	32.6%
F/A EQUIPMENT	41,837	48,000	111,162	63,162	131.6%
OTHER FINANCING USES	689,983	935,098	889,709	(45,389)	(4.9%)
INTRA-FUND TRANSFERS	8,574,168	10,271,612	10,034,326	(237,286)	(2.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>107,964,598</b>	<b>124,278,650</b>	<b>135,819,324</b>	<b>11,540,674</b>	<b>9.3%</b>
<b>NET CHANGE</b>	<b>(51,641)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
SOCIAL SERVICES DIVISION	656.00	669.00	692.50	23.50	3.5%
<b>TOTAL STAFFING</b>	<b>656.00</b>	<b>669.00</b>	<b>692.50</b>	<b>23.50</b>	<b>3.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.



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**SUMMARY OF POSITION CHANGES**

Changes in the Division’s position allocations since the adoption of the FY2021/22 Budget are provided below by program:

Child Welfare Services

On November 27, 2021, 1.0 FTE Limited-Term Eligibility Benefits Specialist III expired. This was a temporary medical backfill allocation.

On March 8, 2022, the Midyear Report included addition of 1.0 FTE Social Services Manager for implementation of the federal Family First Preservation Services Act (FFPSA) signed into law on February 9, 2018, and California’s AB 153 (Chapter 86, Statutes of 2021) which requires the County to implement new prevention services requirements and submit a comprehensive prevention plan annually to the State. The position will be funded primarily with federal Title IV-E funds and State and 1991/2011 Realignment revenues.

Employment and Eligibility Services

On February 1, 2022, the following positions changes were approved by the Board:

- Added 12.0 FTE Limited-Term Eligibility Benefits Specialist II to expire June 30, 2023 to administer the Medi-Cal renewal backlog and funded with additional federal and State allocations.
- Added 1.0 FTE H&SS Planning Analyst and 1.0 FTE Program Specialist for the CalWORKs Outcomes and Accountability Review (CalOAR) system, a new performance improvement process, launched by the State in 2021 and funded with additional federal and State allocations.
- Added 3.0 FTE Office Assistant IIs for newly mandated CalFresh renewal calls, funded by the County General Fund.

On March 23, 2022, 1.0 FTE Limited-Term Employment Resources Specialist II expired. This was a temporary medical backfill allocation.

The FY2022/23 Recommended Budget includes the following position changes:

- Reclassify 2.0 FTE Office Aide to 2.0 FTE Office Assistant II to align the classification with the job duties being performed.

Welfare Administration

On February 1, 2022, the following position change was approved by the Board:

- Added 1.0 FTE Office Supervisor for fiscal disbursements to oversee emergency benefit issuances, working closely with eligibility benefits specialists, supervisors and managers, and supervising a combination of office assistants and accounting clerks. This position is funded with CAIWORKs, CalFresh and Medi-Cal allocations.

The FY2022/23 Recommended Budget includes the following position changes:

- Delete 1.0 FTE Accounting Supervisor. The position is vacant and job duties are aligned and performed by the Office Supervisor added on February 1, 2022.

Older and Disabled Adults

On March 8, 2022, the Midyear Report included the addition of 2.0 FTE Social Worker III for Adult Protective Services (APS) expansion. In response to the State’s Master Plan on Aging, the FY2021-22 State Budget Act expanded the APS eligibility service age from age 65 to age 60 which increased the number of reports of abuse that need to be investigated and to meet the needs of California’s growing aging and disabled population. Solano County received an additional State allocation related to the population expansion.

The FY2022/23 Recommended Budget includes the following position changes:

- Add 1.0 FTE Social Services Program Coordinator to oversee policy and regulation changes for the In-Home Supportive Services, Adult Protection Services and Public Guardian programs as eligible clients served continues to increase. The position would also oversee staff development and training, and implementation of new policies and procedures. The position is primarily funded with federal and State revenues.

**Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

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- Increase 0.5 FTE Office Assistant II to 1.0 FTE Office Assistant II to provide clerical/administrative support to the In-Home Supportive Services, Adult Protection Services and Public Guardian program intake units as eligible clients served continues to increase. The position is primarily funded with federal and State revenues.
- Add 1.0 FTE Social Services Supervisor to oversee social workers and other staff in the IHSS program and provide oversight of State mandates for IHSS Quality Assurance, program integrity and provider enrollment requirements. The position is primarily funded with federal and State revenues.
- Add 2.0 FTE Social Worker II for the IHSS program as eligible clients and caseloads continue to increase, along with the annual reassessments required by the State program. The position is primarily funded with federal and State revenues.
- Add 1.0 FTE Office Assistant II to provide clerical support for the administration of the Napa/Solano Area Agency on Aging program. As this State mandated program grows, and corresponding increase in number of contracts for the delivery of services, so does the federal and State reporting requirements. The position is primarily funded with federal and State funding with remaining portion split between the counties of Napa and Solano. The increase to the Solano County General Fund would be \$30,327.

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

#### Child Welfare Services

The federal Family First Prevention Services Act of 2018 (FFPSA), provides states with an option to use federal funds under Title IV-E of the federal Social Security Act to provide prevention services (such as mental health, substance abuse prevention and treatment services) to a child who is a candidate for foster care or a child in foster care who is a pregnant or parenting foster youth. Prior to the passage of FFPSA, federal funds via Title IV-E were limited to supporting foster care maintenance payments and foster care administration. There are 8 parts to the federal FFPSA, of which 2 will be referenced in this summary (Parts I and IV).

The State passed Assembly Bill 153 (AB 153) in July 2021. It authorizes the California Department of Social Services to oversee and allocate this new federal funding. AB 153 adds sections 16585 through 16589 to the Welfare and Institution Code (WIC), establishing the “Family First Prevention Services” program into California law. These provisions state California’s intent to opt into the Title IV-E prevention services program authorized by Part I of the federal FFPSA, incorporate definitions and requirements of the federal law, and further specify the State’s approach to implementation of the prevention services program established under the FFPSA.

FFPSA (Part IV) amends Title IV-E of the Social Security Act to limit reliance on congregate care. Federal FFPSA now prohibits foster care maintenance payments to be made for Short Term Residential Treatment Program (STRTP) placements unless there is an assessment by a Qualified Individual and subsequent Juvenile Court approval. AB 153 includes necessary amendments to ensure that placements of children and non-minor dependents into STRTPs may be funded with Title IV-E federal funding consistent with Part IV requirements. The FFPSA Part IV establishes new requirements for placements in child-care institutions to be eligible for Title IV-E Federal Foster Care (FFP) with the aim of limiting reliance upon such settings and making certain any placement in congregate care is necessary. These requirements went into effect October 1, 2021. There is a significant financial impact in the form of not being able to access FFP funds to the County should these placements not be made in accordance with the new law.

#### Employment and Eligibility

The FY2022/23 Recommended Budget includes full funding assumptions for State and federal shares of CalWORKs Administration costs to balance the budget although the Governor’s Budget proposes a \$27.9 million or 1.55% reduction in CalWORKs Single Allocation funding statewide. In general, State funding is allocated to individual counties based on a combination of different factors such as caseload and prior year actual spending and this information is not available at this time. In addition, there may be a possible redistribution among counties during the fiscal year to cover possible overspending. H&SS will monitor CalWORKs spending during the year. If actual allocations are not enough to cover State and federal shares of cost, H&SS will request for additional County General Fund at Midyear.

COVID-19 Medi-Cal Backlog: During COVID-19, to ensure that low-income individuals and families did not lose health coverage, the Department of Health Care Services (DHCS) suspended the processing of semi-annual and annual redeterminations,

discontinuances, and negative actions for active Medi-Cal cases. In 2020 and 2021 in Solano County, 53,614 Medi-Cal renewals were suspended. These renewals will commence 60 days after the federal government lifts the Public Health Emergency. DCHS is providing funding to counties for this work. On February 1, 2022, the Board of Supervisors approved 12 new Limited-Term Eligibility Benefits Specialists to assist with this workload.

CalWORKs Outcomes and Accountability Review (CalOAR): In FY2021/22, the California Department of Social Services (CDSS) launched CalOAR, a performance improvement process similar to the Child Welfare System Improvement cycle. CalOAR is a five-year cycle and includes performance indicators, self-assessment, and system improvement. CDSS is funding this activity and on February 1, 2022, the Board of Supervisors approved a Program Specialist and a H&SS Planning Analyst to conduct this work.

CalFresh Funding: CDSS provides insufficient CalFresh administrative funding equating to approximately 60% of County costs and dating back to the early 2000s when CDSS stopped providing annual cost-of-living adjustments (COLAs) for CalFresh administration. Additionally, the State has provided funding for most, but not all caseload increases in the same time period. And, in FY2020/21, the California legislature approved an unfunded CalFresh mandate related to reminder calls to clients prior to discontinuing an active case. On February 1, 2022, the Board of Supervisors approved three new Office Assistant II funded 100% by County General Fund for this new workload.

CalSAWS: In June 2019, and in response to a federal requirement, the 58 California counties executed a Joint Powers Authority to build the first California Statewide Automated Welfare System (CalSAWS). Previously, counties utilized one of three systems. To date, Solano County uses CalWIN as an automated and integrated eligibility and case management system. CalSAWS supports all public assistance programs and the transition to CalSAWS includes four tracks: business process re-engineering, organization change management, training, and data conversion. CalSAWS includes all case records, lobby management, appointment scheduling, call center and phone tree functionality, document imaging, quality assurance, reporting and analytics, fraud, fiscal, and collections and hearings. Solano County is scheduled to go live with CalSAWS on July 3, 2023.

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. Due to the COVID-19 pandemic, the Master Plan on Aging rollout was delayed until January 2021. The plan is slated to serve as a blueprint to build healthy age friendly communities. The broad plan covers five key areas related to aging including housing, health care, equity and inclusion, caregiving, and affordability of aging.

At the end of 2021, Napa/Solano Area Agency on Aging collaborated with the Solano County/Contra Costa County Independent Living Center and applied for “Emerging” status as an Adult Disability Resource Connection. This will promote integration of service delivery, one stop information and referral for more coordination of services between aging service delivery entities including county and community agencies.

Also, in 2021, CDSS released a plan to expand the Adult Protective Services Home Safe Program to all counties with no matching funds required to provide housing supports to APS clients to prevent homelessness and to help those experiencing homelessness to locate housing. Solano County applied for Home Safe and was granted \$704,172 for services through June 2024.

This year the COVID-19 pandemic continued to affect program service delivery significantly. Staffing shortages were experienced and the overdue IHSS client reassessments grew substantially. In June 2021, CDSS administered a corrective action for the IHSS program with two Quality Improvement Action Plans for being out of compliance in maintaining at least 80% of general overdue client assessments completed and at least 90% in overdue client assessments of the most fragile clients who are most at risk for out of home placement. The Recommended Budget includes two additional Social Workers II to address the overdue assessments.

COVID-19 – The Recommended Budget does not reflect the economic impacts of the COVID-19 pandemic. 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 anticipated increase in interest rates, and sharply rising wage and benefit costs.

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## **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 of IHSS providers and a 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 response to COVID-19, the IHSS PA continued to provide information to Registry clients regarding the COVID-19 Emergency Backup Registry (EBUS), continued videoconference onboarding for IHSS PA Registry providers, and distributed safety supplies to IHSS caregivers.
- In 2021, the IHSS PA continued to provide outreach and enrollment to IHSS providers in first aid and CPR classes which are offered twice a month; despite continued outreach each class was only half capacity.
- In 2021, the IHSS PA continued to recruit providers to the Registry, receiving 197 applications. Unfortunately, only 37 completed the process and were added to the Registry. Additionally, turnover remained high throughout 2021 with 167 Registry IHSS providers choosing to end their IHSS assignments and another 72 IHSS providers terminated by the consumer. Due to provider and consumer concerns related to COVID-19, staff provided education on COVID-19 prevention, personal protective equipment, as well as vaccination information. Staff also mediated discussions between consumers and IHSS providers about COVID-19 safety which also reduced terminations of IHSS providers.
- In 2021, the average number of active IHSS providers on the Registry was 250, with 111 already assigned to work for one or more consumers. The IHSS PA received 1,038 requests for caregivers in 2021, and due to limited available caregivers on the Registry, 80% of IHSS consumers were not able to get matched with a caregiver on the Registry. IHSS PA staff assist consumers with connections and resources to find alternative caregivers.

## **WORKLOAD INDICATORS**

In calendar year 2021:

- The IHSS PA maintained an average of 250 providers on the IHSS PA Provider Registry to serve an average of 299 IHSS consumers per month. These providers represent a subset of the 5,275 IHSS paid providers countywide as of December 2021.
- Processed 197 applications from individuals interested in being placed on the IHSS PA Provider Registry, resulting in 37 new providers added. The decrease in the number of providers added to the Registry is mainly attributed to the COVID-19 pandemic concerns and requirements. Additionally, more than 50% cancelled their applications due to the availability of employment in supported living service environments at higher wages.
- Received and processed 1,038 provider list requests from IHSS recipients who requested assistance in finding a provider.
- Served 783 new IHSS consumers. This is an increase of 11 new consumers each month compared to calendar year 2020. This slight increase is attributed to consumers gaining more confidence in having outside providers come back into their homes as conditions of the COVID-19 pandemic started improving.

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- Provided 1,797 intervention services including intake, information and assistance, mediation to resolve complex issues, and follow-up. The increase in the number of interventions is attributed to a new practice to track “provider interview” interventions, the increased number of calls received asking for information and assistance relating to the implementation of Electronic Visit Verification, requests for safety supplies, and information about the COVID-19 pandemic.
  - IHSS PA staff administered health benefits to an average of 1,320 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, and masks) to 432 individual providers upon request.

**BUREAU BUDGET SUMMARY**

The FY2022/23 Recommended Budget represents increases of \$52,920 or 6.2% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget.

Budget 7690, a Bureau of the H&SS Department Budget, 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 \$892,658 from the IHSS PA operating fund (Fund 152 - BU 1520) to reimburse H&SS for administrative support staff and operating costs.

The FY2022/23 Recommended Budget projects a \$52,920 or 6.2% increase in revenues primarily due to the following:

- Increase of \$110,293 in Operating Transfers-In due to higher reimbursement from Fund 152 due to an overall increase in costs.
- Decrease of \$57,373 in Administration Overhead representing a one-time Countywide Administrative Overhead credit in FY2021/22.

Primary Costs

Primary costs for IHSS PA Administration are \$757,386 for Salary and Employee Benefits; \$100,107 for Services and Supplies; \$49,003 for Other Charges; \$7,213 for Other Financing Uses; and (\$5,451) for Intrafund Transfers.

The FY2022/23 Recommended Budget projects a \$52,920 or 6.2% increase in appropriations primarily due to the following:

- Increase of \$22,812 in Salary and Employee Benefits primarily due to negotiated and approved labor contracts resulting in increases in wages and increases in retirement and health insurance.
- Decrease of \$7,032 in Services and Supplies due to decreases in consulting services, software maintenance cost and travel expenses. These are offset by increases in medical supplies, memberships, computer related costs, contracted services, and advertising costs.
- Increase of \$20,605 in Other Charges primarily due to increase in contracted services and Countywide Administration Overhead costs.
- Increase of \$16,346 in Intrafund Transfers primarily due to increase in H&SS administration costs allocated to BU 7690 and the transfer of IHSS-PA staff time study cost to the Older and Disabled Adult Services (ODAS) budget unit for staff support to the Quality Assurance and Program Integrity Unit.

Contracts

The FY2022/23 Recommended Budget includes a total of \$47,780 in contracted services which includes the following significant contracts:

- \$17,180 for software licenses and maintenance services.
- \$30,600 for provider training and support services.

Fixed Assets

None.

**BUREAU COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHARGES FOR SERVICES	16,466	57,373	0	(57,373)	(100.0%)
MISC REVENUE	5,600	15,600	15,600	0	0.0%
OTHER FINANCING SOURCES	625,719	782,365	892,658	110,293	14.1%
<b>TOTAL REVENUES</b>	<b>647,785</b>	<b>855,338</b>	<b>908,258</b>	<b>52,920</b>	<b>6.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	601,248	734,574	757,386	22,812	3.1%
SERVICES AND SUPPLIES	86,877	107,139	100,107	(7,032)	(6.6%)
OTHER CHARGES	12,607	28,398	49,003	20,605	72.6%
OTHER FINANCING USES	5,952	7,024	7,213	189	2.7%
INTRA-FUND TRANSFERS	(58,900)	(21,797)	(5,451)	16,346	(75.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>647,785</b>	<b>855,338</b>	<b>908,258</b>	<b>52,920</b>	<b>6.2%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
IHSS - PA ADMINISTRATION	5	5	5	0	0.0%
<b>TOTAL STAFFING</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The IHSS PA coordinates a continuous recruitment for additional IHSS providers for the Registry to meet the continued demand of referrals and needs of the clients. Recruitment and retention of providers on the Registry remains challenging as the number of new IHSS eligible clients referred to the service continues to grow, service needs increase, and fewer individuals are applying to be added to the Registry at this time. There has been an increase in more IHSS providers requesting to terminate their listing on the Registry.

Section 24 of Senate Bill 172 added Welfare and Institutions Code section 12316.1 which mandated the California Department of Social Services (CDSS) to administer the Career Pathways Program for providers of In-Home Supportive Services (IHSS) and Waiver Personal Care Services (WPCS) to increase quality of care, retention of providers for recipients, and provide training opportunities for career advancement in the home care and health care industries. In Solano County, the IHSS PA is responsible for providing access to and direct training and support to all Solano IHSS and WPCS providers and will be providing feedback to the State, along with other counties and public authorities, as the State develops the Career Pathways Program.

In response to the COVID-19 pandemic, during calendar year 2020, the California Department of Social Services (CDSS) established the COVID-19 Emergency Backup System (EBUS) which included a two-dollar differential to a provider who is hired temporarily to backfill behind a primary provider. Since this differential was established solely to fill behind a primary provider

who was isolating due to COVID-19, the EBUS was underutilized by IHSS consumers due to limited use criteria for COVID-19 related provider illness and recipients preferring to isolate to reduce risk of contracting COVID-19. The Solano IHSS PA receives 10-12 emergency referrals per month – consumers who need a provider right away because of their personal care needs and living situation. It is challenging to refer providers in these cases, and the need frequently goes unfilled. A permanent EBUS program which does not restrict use solely for COVID-19 isolation could assist in addressing this unmet need.

COVID-19 –The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified. Additionally, IHSS PA continues to work with the California Department of Social Services to distribute essential protective gear (EPG) to Solano IHSS and WPCS providers as needed. Masks, gloves, and other safety supplies made available by CDSS are distributed to providers upon request as supplies are available.

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## **DIVISION PURPOSE**

This budget unit tracks financial aid for recipients of mandated social services assistance programs.

## **FUNCTION AND RESPONSIBILITIES**

The Assistance Programs provide mandated categorical aid to eligible persons based on federal and State criteria. These include California Work Opportunity and Responsibility to Kids (CalWORKs) (see glossary for definition), Refugee Resettlement Program, Adoptions Assistance Program (AAP), Foster Care Assistance, 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 Recommended Budget projections are based on current trends in caseloads and remaining COVID-19 program waivers. Adjustments, if needed, will be included in the FY2022/23 Midyear 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 Recommended Budget represents increases of \$54,209 or 0.1% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget. The County General Fund (CGF) Contribution of \$6,276,737 represents an increase of \$430,028 or 7.4%.

### 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 2011 Realignment which 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 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.



## Summary of Division Budget

## 7900 – Fund 902-Assistance Programs Gerald Huber, Director of Health & Social Services Health & Public Assistance

The Recommended Budget for Assistance Programs projects a \$54,209 or 0.1% net increase in revenues compared to the FY2021/22 Adopted Budget primarily due to an increase in average grant for Adoptions Assistance and an increase in projected paid cases for Foster Care Assistance. The changes are reflected in the following revenue sources:

- \$1,893,855 decrease in State and federal revenues.
- \$1,518,036 increase in combined 1991 and 2011 Realignment revenues.
- \$430,028 increase in CGF contribution.

### Primary Costs

The FY2022/23 Recommended Budget for Assistance Programs projects a \$54,209 or 0.1% net increase in appropriations compared to the FY2021/22 Adopted Budget. The projected increase is primarily the result of the following:

Adoptions Assistance Program (BU 7901) – \$326,112 or 3.4% net increase in appropriations due to increase in projected paid cases based on current trends.

Foster Care Assistance programs – \$2,362,832 or 15.1% net increase in appropriations due to the following:

- Kin-GAP (BU 7902) – Costs are projected to increase by \$96,876 or 6.6% when compared to FY2021/22 Adopted Budget.
- Foster Care (BU 7903) – Costs are projected to increase by \$2,323,743 or 16.9% when compared to FY2021/22 Adopted Budget due to an increase in projected average grant from \$2,353 in FY2021/22 Adopted Budget to \$2,802 in FY2022/23 Recommended Budget and an increase in projected paid cases based on current trends.
- County Only Foster Care (BU 7908) – Costs are projected to decrease by \$57,787, or 13.6% when compared to FY2021/22 Adopted Budget.

CalWORKs Assistance (BU 7904) – \$2,668,237 or 8.7% net decrease in appropriations primarily due to a decrease in projected paid cases based on current trends.

Refugee Assistance (BU 7906) – \$38,676 or 586% increase in appropriations due to an increase in projected paid cases.

General Assistance (BU 7907) – \$96,469 or 5.0% net increase in appropriations due to the average grant and projected paid cases based on current trends.

Approved Relative Caregiver (BU 7909) – \$52,640 or 12.9% net decrease in appropriations due to a decrease in projected paid cases based on current trends.

Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS) and Low-Income Home Energy Assistance Program (LIHEAP (BU 7911)) – \$49,003 or 12.5% decrease in appropriations based on current trends.

### Contracts

The FY2022/23 Recommended Budget includes \$858,000 in contracted direct services for the provision of Adoption and Foster Care Wraparound services and \$190,704 in Emergency Child Care Bridge Program for Foster Care. H&SS will return to the Board in June 2022 with a master list of contracts for the Board's consideration.

### Fixed Assets

None.

### **DIVISION COMMENTS**

None.

**7900 – Fund 902-Assistance Programs**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

**Summary of Division Budget**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	36,684,201	35,477,567	35,260,013	(217,554)	(0.6%)
INTERGOVERNMENTAL REV FEDERAL	14,572,865	17,307,978	17,149,713	(158,265)	(0.9%)
GENERAL FUND CONTRIBUTION	2,425,585	5,846,709	6,276,737	430,028	7.4%
<b>TOTAL REVENUES</b>	<b>53,682,650</b>	<b>58,632,254</b>	<b>58,686,463</b>	<b>54,209</b>	<b>0.1%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	236,784	236,784	0	0.0%
OTHER CHARGES	52,928,479	58,395,470	58,449,679	54,209	0.1%
OTHER FINANCING USES	754,172	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>53,682,650</b>	<b>58,632,254</b>	<b>58,686,463</b>	<b>54,209</b>	<b>0.1%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

FY2022/23 Recommended Budget was prepared using prior year actual data and trends. The declaration of COVID-19 Public Health Emergency (PHE) would have expired on April 17, 2022. However, on April 12, 2022, the COVID-19 PHE was extended for another 90 days or until July 15, 2022. At this time, it is unclear if the FY2022/23 Recommended Budget will be additionally impacted when the PHE will be lifted on July 16, 2022. H&SS staff will continue to monitor and evaluate the impacts and will provide necessary budget adjustments at Midyear.

**Summary of Division Budget**

**7900 – Fund 902-Assistance Programs  
Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	17,688,440	19,956,210	21,196,510	1,240,300	6.2%
9600 MHSA	28,555,238	25,262,255	31,065,762	5,803,507	23.0%
7950 TOBACCO PREVENTION & EDUCATION	667,363	931,514	562,807	(368,707)	(39.6%)
<b>APPROPRIATIONS</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	17,688,441	19,956,210	21,196,510	1,240,300	6.2%
9600 MHSA	25,240,222	32,038,573	34,552,872	2,514,299	7.8%
7950 TOBACCO PREVENTION & EDUCATION	667,363	931,514	562,807	(368,707)	(39.6%)
<b>NET CHANGE</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	1	0	0	0	0.0%
9600 MHSA	(3,315,017)	6,776,318	3,487,110	(3,289,208)	(48.5%)
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.

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**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 a 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 2021, 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. Due to COVID-19 pandemic, meetings continued to be held virtually, and the annual Spring conference was cancelled.

IHSS PA and SEIU 2015 completed negotiations in September 2021 and provider wages were increased locally by 70 cents per hour in December 2021, and the State minimum wage increased wages by one dollar in January 2022. The Solano IHSS wage is fixed at \$16.20 per hour through June 2024. IHSS Providers in Solano who work more than 65 hours per month remain eligible for a supplemental health plan that includes prescriptions, vision, and dental care paid for by the IHSS PA.

**WORKLOAD INDICATORS**

Relevant workload indicators are incorporated in H&SS Social Services Division's IHSS Public Authority Bureau (BU 7690).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$1,240,300 or 6.2% in both revenues and appropriations when compared to the FY2021/22 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 Recommended Budget projects a net increase of \$1,240,300 or 6.2% in revenues primarily due to the following:

- Increase of \$1,398,054 in County General Fund primarily due to increase in IHSS MOE offset by decrease in Countywide Administrative Overhead.
- Decrease of \$155,989 in combined State and federal revenues due to decreases in projected provider health benefit costs offset by increases in IHSS Public Authority administration costs.
- Decrease of \$1,765 in Administration Overhead primarily representing a one-time countywide administrative overhead credit.

Primary Costs

Primary costs for IHSS Public Authority are \$20,290,177 in Other Charges, \$892,658 in Operating Transfer-Out and \$13,675 in Services and Supplies.

**Summary of Other Administered Budgets**

**1520 – Fund 152-IHSS Public Authority  
Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

The Recommended Budget projects a net increase of \$1,240,300 or 6.2% in appropriations primarily due to the following:

- Increase of \$1,443,609 in IHSS MOE primarily representing annualized adjustment in IHSS MOE for the negotiated net increase in provider wages and benefits effective December 2021 and the 4% annual inflation increase per SB 80 (2019).
- Increase of \$110,293 in Operating Transfer-Out due to increased costs in BU 7690 to reimburse H&SS for staff time study costs and operating support costs to administer the IHSS Public Authority program.
- Increase of \$4,075 in Services and Supplies representing increase in the IHSS Advisory Committee’s budget.
- Decrease of \$257,125 in Individual Providers-IHSS costs representing the projected decrease in health premium payments based on projected provider hours multiplied by \$0.55 hourly approved benefit rate.
- Decrease of \$60,552 in Countywide Administrative Overhead.

Contracts

The FY2022/23 Recommended Budget includes a total of \$4,056,812 in contracted services for estimated health plan costs.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	667	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	9,075,476	9,152,365	9,077,750	(74,615)	(0.8%)
INTERGOVERNMENTAL REV FEDERAL	2,135,702	2,729,264	2,647,890	(81,374)	(3.0%)
CHARGES FOR SERVICES	654	1,942	177	(1,765)	(90.9%)
GENERAL FUND CONTRIBUTION	6,475,942	8,072,639	9,470,693	1,398,054	17.3%
<b>TOTAL REVENUES</b>	<b>17,688,440</b>	<b>19,956,210</b>	<b>21,196,510</b>	<b>1,240,300</b>	<b>6.2%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	6,100	9,600	13,675	4,075	42.4%
OTHER CHARGES	17,056,622	19,164,245	20,290,177	1,125,932	5.9%
OTHER FINANCING USES	625,719	782,365	892,658	110,293	14.1%
<b>TOTAL APPROPRIATIONS</b>	<b>17,688,441</b>	<b>19,956,210</b>	<b>21,196,510</b>	<b>1,240,300</b>	<b>6.2%</b>
<b>NET CHANGE</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The FY2022/23 Recommended Budget includes an increase in County General Fund due to the annualized adjustment in IHSS MOE for the negotiated net increase in provider wages and benefits effective December 2021 and the 4% annual inflation increase per SB 80 (2019). These MOE adjustments are 100% County General Fund cost.

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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**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 and 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**

- As a result of the COVID-19 pandemic, the MHSA Unit was not able to conduct the required community planning process in-person due to social distancing protocols, however, comprehensive community planning with stakeholders was conducted virtually and through surveys to develop both the MHSA Annual Update for FY2021/22 and the Suicide Prevention Strategic Plan Update 2021.
- Both County and contracted MHSA funded programs continued to leverage telehealth platforms and began to transition to in-person services as appropriate in the later part of FY2021/22. Full-Service Partnership (FSP) programs continued to provide in-person intensive services. The adult Wellness Center and several housing programs, including Bridge Transitional Housing and Shelter Solano, reduced their census for part of the year due to COVID-19. MHSA programs, including the County programs, providing in-person services put safety measures in place to continue necessary client services.
- Several of the Prevention and Early Intervention (PEI) funded programs were not able to meet their outreach deliverables typically accomplished through outreach at large community events and holding in-person trainings, and some proprietary trainings did not allow for modification to virtual platforms.
- Despite school closures during School Year (SY) 2020/21, the three contractors providing PEI School-Based Mental Health Services provided trainings for 1,326 school personnel which represented a 54% increase from FY2019/20; provided trainings for 274 parents/caretakers which represented a 48% increase; and groups/workshops were provided for 1,146 students which represented a 78% increase from FY2019/20. Due to distance learning, schools struggled to identify students who needed individual therapy; therefore, referrals for assessments and brief counseling were lower resulting in 228 students receiving these services in FY2020/21, representing a 22% decrease from FY2019/20.
- The FSP programs continued to provide the most intensive outpatient level of care with services provided to consumers at least twice per week, and often more, as necessary, though difficult due to staff shortage issues. The adult FSPs continue to implement Assertive Community Treatment (ACT), an evidenced-based practice (EBP) model, and the child/youth FSP's teams continue to implement the Transitions to Independence Process (TIP) EBP to engage and support young people experiencing emotional and/or behavioral struggles. Four individuals, two County staff and two contractor staff, began the Site Based Training curriculum to become certified trainers in the TIP model to support sustainability of the model going forward.
- Consumer hospitalizations experienced in FY2020/21 include 8% (26) of the adult FSP consumers and 11% (25) of child/youth; 5% of adult consumers were incarcerated and 4% of the child/youth involved in the juvenile justice system; and 3% (10) adult FSP consumers and 1% (2) child/youth FSP consumers experienced an incidence of homelessness. Of the 48 consumers served, 20 were identified as being or at risk of commercial sexual exploitation.
- In May 2021, the Community-Based Mobile Crisis program, funded by PEI, launched in partnership with Fairfield and Suisun police departments. In just the last two months of FY2020/21, the program received 55 calls and served 53

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unduplicated individuals. Of the 55 calls, 73% (40) were stabilized in the community with safety plans thus diverting from the Crisis Stabilization Unit, emergency departments and inpatient hospitals. Efforts have begun to expand the program across the county in partnership with law enforcement with a goal to have a public facing phone number that Solano residents can call rather than calling 911.

- The Employment Services and Support program, which uses the Individual Placement and Support (IPS) EBP model, served 140 consumers and of those 54% (75) consumers secured competitive employment and 60% (45) maintained employment for at least 90 days despite the COVID-19 pandemic and impact on employment opportunities.
- Approximately 8% of the Community Services and Supports (CSS) funds are allocated to support MHSA Housing Programs. Through the five programs operated by contractors, 219 consumers were housed during FY2020/21.
- The Solano County Early Psychosis (EP) Treatment program was a pilot site for the beta testing of a new application (app) developed through the multi-county statewide Early Psychosis Learning Health Care Network Innovation (INN) project led by UC Davis Behavioral Health Center of Excellence. This app allows consumers and family members to self-report on progress in care and will assist in treatment planning with consumers and allow EP programs to learn from each other with a goal to develop a national network to improve care for individuals with early psychosis.
- The five-year Interdisciplinary Collaboration and Cultural Transformation Model (ICCTM) INN project focused on reducing healthcare disparities for three communities of focus: Latino, Filipino and LGBTQ+ ended in June 2021. Through this project, 14 community-defined Quality Improvement (QI) Action Plans were developed focused on workforce development, training and improving community outreach and access to care. The contractor, UC Davis Center for Reducing Health Disparities, provided the final evaluation report. Completion of the project saw calls to the Access Line increase by 29%, and even higher among the three communities of focus: Filipino Americans increased calls by 32%, Latinos by 41% and LGBTQ+ by 309%. LGBTQ+ consumers doubled their usage of outpatient services to 8% from 4% instead of using crisis services.
- County and community-based organization programs have experienced significant staff recruitment and retention challenges impacting the capacity of the system to manage new requests for services and providing services based on the level of care needed for individual consumers. Additionally, contractors are requesting rate increases, limiting services, or not able to expand their services in some areas to meet client demand.

### **WORKLOAD INDICATORS**

- Adult FSP programs (County- and contractor-operated) served 315 adults in FY2020/21, compared to 306 adults in FY2019/20.
- Child/Youth FSP programs (County- and contractor-operated) served 228 children/youth in FY2020/21, which was a decrease from 253 served in FY2019/20, in part due to lower referrals from schools as a result of school closures due to the COVID-19 pandemic.
- As referenced above related to the ICCTM INN project, and impacts of COVID-19, overall, the number of calls to the Access Line steadily increased from an average of 1,601 callers per year in the 3-year period before the ICCTM project, to 2,066 callers per year in the following three years.

### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$5,803,507 or 23.0% in revenues and an increase of \$2,514,299 or 7.8% in appropriations when compared to the FY2021/22 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.



**Summary of Other Administered Budgets**

**9600 – Fund 906-Mental Health Services Act  
Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	236,170	248,307	70,060	(178,247)	(71.8%)
INTERGOVERNMENTAL REV STATE	28,319,069	25,013,941	30,995,674	5,981,733	23.9%
CHARGES FOR SERVICES	0	7	28	21	300.0%
<b>TOTAL REVENUES</b>	<b>28,555,238</b>	<b>25,262,255</b>	<b>31,065,762</b>	<b>5,803,507</b>	<b>23.0%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	548	355	446	91	25.6%
OTHER FINANCING USES	25,239,674	32,038,218	34,552,426	2,514,208	7.8%
<b>TOTAL APPROPRIATIONS</b>	<b>25,240,222</b>	<b>32,038,573</b>	<b>34,552,872</b>	<b>2,514,299</b>	<b>7.8%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(3,315,017)</b>	<b>6,776,318</b>	<b>3,487,110</b>	<b>(3,289,208)</b>	<b>(48.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The increase of \$5,803,507 in revenues is primarily due to a projected increase in statewide MHSA revenues when compared to the FY2021/22 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 \$2,514,299 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 \$3,487,110.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Initial three-year MHSA revenue projections (done in FY2020/21) anticipated a significant decrease for FY2022/23 as a result of the ongoing COVID-19 pandemic and were used when developing the budget for the current MHSA Three-Year Plan FYs 2020/23. As such in FY2021/22, budgetary reductions were implemented for PEI programs and several of the CSS programs. Current MHSA revenue projections are significantly higher than initially anticipated. In response to improved revenue, contract budgets are being increased to pre-COVID or higher levels, in part to also support increased salaries and rate structures in an effort to stabilize the workforce and to expand services to meet a higher volume of requests for services and increased acuity of cases. It should be noted that the source of funding is from high wage earners and that revenues are allocated a few years after receipt as based on tax returns.

Assembly Bill 81 – Public Health Funding, approved by the Governor on June 29, 2020, continued to allow some flexibilities through June 2022 including allowing for MHSA Plans/Annual Updates to be submitted late, allowing counties to access Prudent Reserve funds and not mandating 51% of the Community Services and Supports (CSS) funds to support FSP programming. Given the revenues came in higher than anticipated, no funds were transferred from the Prudent Reserve to support programming.

Prior to COVID-19, several bills were presented in the State Legislature that sought to increase the flexibility on counties use of MHSA funds; however, more recently this flexibility was designed to divert MHSA funds from mental health services to housing initiatives, criminal justice, schools, and substance use disorder programming. The majority of the bills did not move forward but may now be re-introduced post pandemic.

The new Community Assistance, Recovery and Empowerment (CARE) Court framework as proposed by Governor Newsom, which is intended to support homeless community members, is potentially aiming to divert MHSA funds. The CARE Court is not

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aligned with the values of MHSA and stakeholder groups are opposed to this new legislation. Newly proposed legislation, SB 970 (Eggman), is poised to restructure MHSA significantly by transitioning from a required MHSA Three-Year Plan to a Five-Year Plan, adding language for outcome measures, proposes to eliminate the required percentage allocations to CSS and INN, and lists “excess MHSA funding” as a potential mechanism to fund the CARE Court. A significant challenge is that often what may be viewed as “excess” funding is unspent funds allocated to support programming identified through the current MHSA Three-Year Plan. It will be important to monitor this legislation closely as potential diversion of MHSA funds could jeopardize existing programs.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified. COVID-19 did not impact MHSA revenue generation as significantly as originally projected. However, some economic flexibilities remain due to the pandemic which could impact future revenue generation.

**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 administered by the Public Health Division of Solano County Department of Health and 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.

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 receiving additional funding to implement a more robust, comprehensive tobacco control plan integrated with the Proposition 99-funded plan. Proposition 56 provided an initial boost to local funding during the 2017-2021 Tobacco Prevention Plan; however, the funding is declining, as expected, due to several factors. The additional cost of \$2.00 per pack and the implementation of local flavors sales restrictions, namely California Senate Bill 793 signed into law on August 28, 2020, but has now qualified for the November 8, 2022 statewide ballot as a voter referendum, have motivated some consumers to either quit or reduce their use.

The TPEP program embarked on a new three-year plan for 2022-2025 starting January 1, 2022 (Quarter 3 of FY2021/22). The following are TPEP's three new objectives with the goal of completing by June 30, 2025:

- Collaborate with youth and youth-serving organizations to recruit, retain, develop and train at least 10 youth leaders, advocates, and spokespersons to implement program activities and advance tobacco control efforts. At least 50% of the youth will participate in at least three meetings, trainings, presentations, data collection efforts, and/or tobacco prevention activities.
- For at least one jurisdiction in Solano County to adopt and implement a policy prohibiting smoking in outdoor dining spaces, beverage and service areas of restaurants, bars, nightclubs, and mobile catering businesses and their service lines.
- For at least one jurisdiction in Solano County to adopt and implement both: 1) a policy that prohibits smoking and vaping of all tobacco products in multi-unit housing of two or more units (market-rate, public, and subsidized), including 25 feet from all doors, windows, patios, and balconies, and emphasize a graduated enforcement process; and 2) a policy eliminating the sale and/or distribution of any mentholated cigarettes and other flavored tobacco products, and paraphernalia (e.g., smokeless tobacco products, dissolvable tobacco products, flavored premium cigars such as little cigars, cigarillos, hookah tobacco, e-cigarettes, e-hookah, wrappers). The policy will not criminalize purchase, use, or possession of tobacco products by individuals.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

During FY2021/22, there was a continued focus on teen vaping, due to a new lung illness, e-cigarette or vaping use-associated lung injury ("EVALI"), identified by the Centers for Disease Control and Prevention throughout the country. In FY2021/22, there were two major accomplishments, the implementation of two major media campaigns and the successful funding of five (5) community youth groups to work on tobacco and cannabis related topics.

The first of the two media campaigns highlighted lung infections caused by vaping and identified tobacco use as an underlying condition causing or exacerbating respiratory issues for individuals impacted by COVID-19 infections. In addition to highlighting lung conditions, a second part of the campaign focused on the 2019 Healthy Stores for a Healthy Community survey that identified a high number of Solano tobacco retailers who sell flavored tobacco products, specifically menthol flavored products, which historically target communities of color. This second part of the media campaign, "The Black Balloons," had a broader launch through local media outlets, billboards, and various social media platforms such as Facebook, Google, and Twitter. There were 13.5 million impressions and 4,500 total click throughs, meaning that many Solano residents saw the messages

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multiple times each, as well as those commuting through Solano County. The second campaign focused on menthol and flavors which target youth, and this campaign had 3.5 million impressions and 1,860 click throughs to website information. In addition, there was a message placed in the Rio Vista Beacon focusing on youth and parental awareness to approximately 5,000 subscribers.

The other major accomplishment was the successful funding of five (5) youth community engagement groups who brought awareness to the harmful effects of tobacco and cannabis. The media campaigns brought these issues and the discussion of smoke-free multi-unit housing to the attention of community leaders in Fairfield and Vallejo. TPEP staff supported the effort by providing technical assistance to Vallejo City Council members and the youth groups working to provide information and education to local leaders and the community. Tobacco Free Solano (TFS) coalition and TPEP staff continue to provide public health information and relevant data to the Vallejo City Council to support the implementation of smoke-free multi-unit housing and outdoor smoke-free policies.

A challenge faced in FY2021/22 was the redeployment of program staff to the COVID-19 response effort. The remaining staff continued tobacco prevention work and contract deliverables but on a smaller scale. Another challenge was engaging the attention of community partners and decision-makers in the middle of the pandemic, even though tobacco use, and second-hand exposure are risk factors causing or exacerbating conditions caused by COVID-19 especially in our most vulnerable communities.

### **WORKLOAD INDICATORS**

- Due to the COVID-19 pandemic and the redeployment of many local public health departmental staff to assist with COVID-19 related needs, the California Department of Public Health (CDPH), California Tobacco Control Program (CTCP), extended the 2017-2021 Tobacco Prevention Plan (Plan) for an additional six (6) months. This extension split FY2021/22 into two separate plans with the first six (6) months aligned to the original 2017-2021 Plan, and the second six (6) months aligned to the new 2022-2025 Plan.
- The first six (6) months of FY2021/22 were dedicated to closing out the 2017-2021 Plan and developing the new 2022-2025 Plan. The development of the new Plan required community input and data collection through the Communities of Excellence (CX) process. This intensive community assessment process was conducted through eight (8) online Zoom sessions lasting between one-to-one half hours each. The information gathered was processed and presented to Tobacco Free Solano (TFS) Coalition members. Working with TFS, the criteria to build the new Plan was identified. Staff worked with CTCP staff to develop the scope of work aiming for a Tobacco Free Solano and Tobacco Free California consistent with the American Heart Association's California Tobacco and CDPH CTCP "End Game" by 2035. Developing specific components of the scope's objectives will help propel Solano to this ambitious and overarching goal of the elimination of tobacco use statewide.
- The efforts of the funded youth groups and other community members to provide input to Vallejo City Council has encouraged several council members to direct the city's legal counsel to review model smoke-free multi-unit housing policies and to further discuss the potential for a smoke-free multi-unit housing ordinance based upon legal counsel review. This work continued in the second six (6) months of FY2021/22.
- In addition, staff and TFS worked on implementation of the new 2022-2025 Tobacco Prevention Plan. The primary objective was to conduct the necessary Midwest Academy Strategy Chart (MASC) and Key Informant Interviews (KII) throughout each Solano County jurisdiction. This work will provide the needed data to set direction for which cities are ready or near ready to focus efforts on tobacco prevention and preventing secondhand smoke exposure through the remainder of the plan.

### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$368,707 or 39.6% in both revenues and appropriations when compared to the FY2021/22 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.

**Summary of Other Administered Budgets**

**7950 – Fund 390-Tobacco Prevention & Education**

**Gerald Huber, Director of Health & Social Services**

**Health & Public Assistance**

The Recommended Budget includes a net decrease in revenues of \$368,707 or 39.6% and is due to a decrease in the TPEP fund allocation for FY2022/23 and no rollover funds as in prior fiscal years.

Primary Costs

- \$306,964 for Salaries and Employee Benefits, which reflects an increase of \$23,628 due to negotiated and approved labor contracts resulting in increases in wage, and retirement and health costs.
- \$55,257 in Services and Supplies, which reflects a decrease of \$399,917 primarily due to reductions in contracted services, and marketing and advertising.
- \$197,685 in Other Charges, which includes \$168,147 for Public Health personnel staff time for TPEP programs. The increase of \$7,441 primarily represents increases in wages, and retirement and health costs.

Contracts

The FY2022/23 Recommended Budget includes a total of \$9,200 in contracted services for a media consultant and for youth community engagement services.

Fixed Assets

None.

See related Budget Unit 9290 - Fund 390 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	3,678	500	500	0	0.0%
INTERGOVERNMENTAL REV STATE	557,015	931,014	455,577	(475,437)	(51.1%)
INTERGOVERNMENTAL REV FEDERAL	48,462	0	0	0	0.0%
CHARGES FOR SERVICES	57,326	0	106,730	106,730	0.0%
MISC REVENUE	883	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>667,363</b>	<b>931,514</b>	<b>562,807</b>	<b>(368,707)</b>	<b>(39.6%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	311,056	283,336	306,964	23,628	8.3%
SERVICES AND SUPPLIES	196,351	455,174	55,257	(399,917)	(87.9%)
OTHER CHARGES	157,373	190,244	197,685	7,441	3.9%
OTHER FINANCING USES	2,583	2,760	2,901	141	5.1%
<b>TOTAL APPROPRIATIONS</b>	<b>667,363</b>	<b>931,514</b>	<b>562,807</b>	<b>(368,707)</b>	<b>(39.6%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
TOBACCO PREVENTION & EDUCATION	2	2	2	0	0.0%
<b>TOTAL STAFFING</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The net decreases in revenues and appropriations primarily reflects the decline in funding as consumers either quit or reduce use of tobacco products. In addition, the Department is not projecting to rollover unspent funds as in prior fiscal years.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

On August 28, 2020, California passed SB 793 prohibiting the sale of most flavored tobacco products. Three days later, on August 31, 2020, a proposed referendum was submitted by The California Coalition for Fairness, a campaign heavily sponsored by tobacco companies, to the Attorney General of California. On January 22, 2021, the referendum qualified for the ballot, putting SB 793 on hold until the November 2022 general election. TPEP continues to provide education on potential adoption of similar restrictions locally. Due to the successful work with the City of Benicia, additional cities within Solano County 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.

COVID-19 - The Recommended Budget was prepared during the continued response to the COVID-10 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

# Summary of Other Administered Budgets 2160 – Fund 216-Napa/Solano Area Agency on Aging

## Gerald Huber, Director of Health & Social Services Health & Public Assistance

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### 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 administrator. 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 2021:

- The N/S AAA continued assisting service providers in transforming program delivery and reopening preparations to accommodate COVID-19 safety requirements. Until fall 2021, congregate meal participants received meals at home. In October, some sites transitioned to congregate meals with COVID-19 protocols in place. Volunteer visiting programs began transitions from calling clients to some in-person visits, and evidence-based exercise programs continued online. Volunteer transportation services continued delivering groceries to homebound seniors.
- The N/S AAA participated in a statewide research project titled "Closing the Meal Gap for Older Californians," which defines the nutritional gap amongst seniors and offers suggestions for closing the gap. The report includes data for Solano County. The report was released in October 2021 and will be used to advocate for additional State funding and flexibilities.
- Responding to Public Safety Power Shutoffs (PSPS), the N/S AAA purchased an additional 800 three-day emergency packs for vulnerable seniors and 150 emergency back-up power supplies, with 350 of the backpacks distributed to IHSS clients and workers. The emergency backpacks contained food, radios, blankets, and additional supplies to assist in power outages.
- In October 2021, the N/S AAA submitted a joint application with the Independent Living Resource Center of Contra Costa and Solano Counties to open an Aging and Disability Resource Center (ADRC) as part of the statewide expansion of ADRCs called for in the Master Plan for Aging. The program will integrate multiple resources to create a client-focused support system for services available countywide.
- Beginning in January 2021, the N/S AAA monitored the program side of all service providers, and the fiscal team began a separate fiscal monitoring of providers. Where needed, N/S AAA staff worked to assist providers to ensure programs are in compliance.
- CDA monitored the N/S AAA programs and fiscal processes and conducted a separate fiscal audit. Minor programmatic findings included updating service provider forms, contracts with service providers and the RFP process.

### WORKLOAD INDICATORS

- The N/S AAA created and monitored 40 separate contracts and amendments with 18 different service providers for 28 different services. The three-person team of the Executive Director, Staff Analyst and Accountant currently administer and monitor the contracts and respond to service provider needs in addition to providing support to the N/S AAA Advisory Council and Oversight Board.

## 2160 – Fund 216-Napa/Solano Area Agency on Aging Summary of Other Administered Budgets

### Gerald Huber, Director of Health & Social Services

### Health & Public Assistance

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#### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes \$2,809,118 or 76.2% increase in revenues and \$2,809,119 or 76.2% in appropriations when compared to the FY2021/22 Adopted Budget. 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.

#### 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 Funds.

The Recommended Budget includes \$5,994,447 combined federal and State revenues, \$118,468 in contributions from Napa County, \$340,887 in Solano County General Fund and \$40,000 operating transfers in from the Public Health Division.

The Recommended Budget projects a net increase of \$2,809,118 or 76.2% in revenues primarily due to the following:

- Increase of \$677,216 in combined State and federal revenues primarily due to overall increase in Area Plan and SNAP-Ed funding from the California Department of Aging.
- Increase of \$2,071,149 in COVID-19 Pass-Through revenues primarily due to carry over of funding received in FY2021/22 and appropriated in FY2022/23. In FY2021/22, the Department received one-time funding of \$2,040,390 from the American Rescue Plan Act (ARPA) allocated for Older Americans Act programs through September 30, 2024.
- Increase of \$10,426 in Other Revenues representing Napa County's share of the overall increase in the administration costs of N/S AAA.
- Increase of \$50,327 in Operating Transfers In representing a \$30,327 increase in share of Solano County General Fund due to the overall increase in the administration costs of N/S AAA and a \$20,000 increase in transfers in from the Public Health Division to fund a senior fall prevention program.

#### Primary Costs

The Recommended Budget includes \$6,493,802 in appropriations, an increase of \$2,809,119 or 76.2%. Primary costs include:

- \$5,651,997 in Contracted Direct Services to provide various supportive services, home-delivered and congregate meals, nutrition counseling and education, ombudsman services, and elder abuse prevention.
- \$47,793 in Countywide Administrative Overhead costs.
- \$794,012 in Operating Transfers Out to Fund 902, Bureau 7685, which represents \$588,788 in Salaries and Employee Benefits and \$205,224 for other operating expenditures to administer the N/S AAA program.

#### Contracts

The FY2022/23 Recommended Budget includes a total of \$5,651,997 or 87.0% in contracted direct program services. H&SS will return to the Board in June 2022 with a master list of contracts for the Board's consideration.

#### Fixed Assets

None.

#### DEPARTMENT COMMENTS

None.



**Summary of Other Administered Budgets 2160 – Fund 216-Napa/Solano Area Agency on Aging**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	1,780,963	707,157	3,072,288	2,365,131	334.5%
INTERGOVERNMENTAL REV FEDERAL	2,565,781	2,538,925	2,922,159	383,234	15.1%
MISC REVENUE	190,919	108,042	118,468	10,426	9.6%
OTHER FINANCING SOURCES	232,229	330,560	380,887	50,327	15.2%
<b>TOTAL REVENUES</b>	<b>4,769,892</b>	<b>3,684,684</b>	<b>6,493,802</b>	<b>2,809,118</b>	<b>76.2%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	119,895	0	0	0	0.0%
OTHER CHARGES	4,063,332	3,057,923	5,699,790	2,641,867	86.4%
OTHER FINANCING USES	586,665	626,760	794,012	167,252	26.7%
<b>TOTAL APPROPRIATIONS</b>	<b>4,769,893</b>	<b>3,684,683</b>	<b>6,493,802</b>	<b>2,809,119</b>	<b>76.2%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>1</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Master Plan for Aging – Many of the priorities included in the statewide plan include creating Aging and Disability Resource Connections. AAAs are being tasked with reviewing the Master Plan for Aging and localizing initiatives and including in local Area Plans, with limited support and funding. Staff continues to participate in discussions with the California Department of Aging and the California Association of Area Agencies on Aging (C4A) to advocate for support, local flexibility, and additional funding.

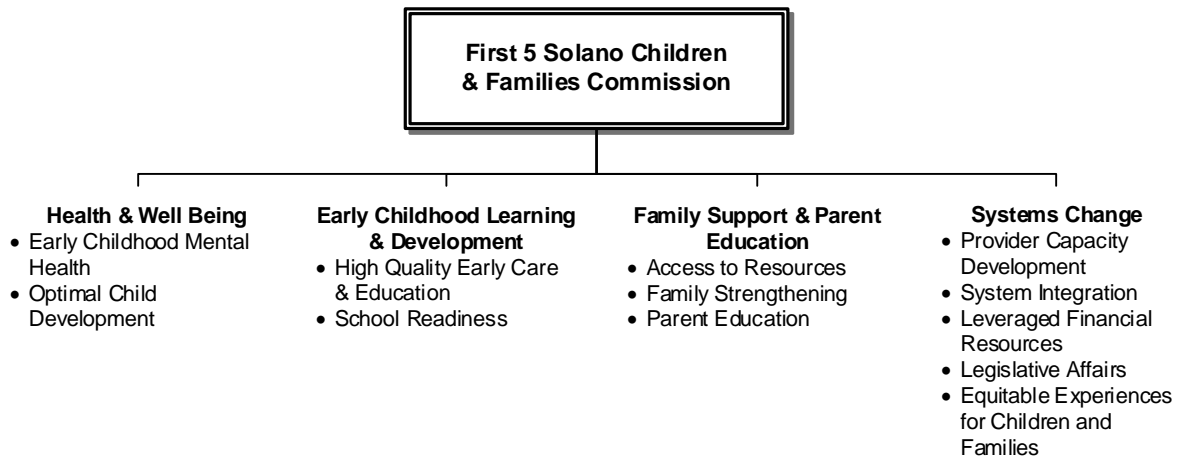
CalAIM – The broad-based delivery system creates the potential opportunity for AAAs and senior services organizations to develop formal contractual partnerships with Medi-Cal Managed Care Plans. Although the N/S AAA will not enter a contractual partnership, some of the program’s service providers may, which will require providers to separate staffing and processes from AAA-funded programs. This may require additional monitoring. Staff continues to participate in webinars and conversations about the potential impacts to AAAs.

COVID-19 Supports Ending – Coronavirus Aid, Relief, and Economic Security (CARES) Act and American Rescue Plan Act (ARPA) funding and flexibilities will end. During the pandemic there was a need for cash/material aid supports for low-income seniors throughout the county. Relatively small amounts of money allowed frail adults to remain in their homes. CARES Act and ARPA funds, and the flexibility to move funding where it was needed, allowed the N/S AAA to support low-income seniors to remain in their homes by paying for home repairs, medical bills, utilities, and purchasing battery back-up units and emergency packs. Post COVID-19, the need will remain but the additional funding to support the programs will have ended.

Increased Reporting Requirements – The California Department of Aging continues to increase the number of reports and detail of the data collected from AAAs and the service providers. The additional data requirements create undue burden on AAAs and providers. One service provider declined to renew their contract this year due to the costs associated with monthly reporting. The N/S AAA staff are participating in discussions with the California Department of Aging and other AAAs to find alternatives.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

Michele Harris, Executive Director  
Health & Public Assistance



**DEPARTMENTAL PURPOSE**

First 5 Solano Children and Families Commission (First 5 Solano) exists to catalyze and strategically advance innovative, prevention-focused approaches across systems 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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	4,330,734
FY2022/23 Recommended:	5,678,013
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, ensuring optimal development, 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 ensuring early childhood systems are strong, integrated, sufficiently resourced and equitable. Activities in this priority area include cross system collaboration, increasing capacity of early childhood providers, advocating for legislative and policy changes, 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, and 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.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Provided services to over 7,000 Solano residents, including children, parents/caregivers, and providers of services to young children.
- Began plans for the renovation of the Beverly Hills Elementary School in Vallejo to an Early Learning Center, supported through multiple partners including Solano County, First 5 Solano, Solano County Office of Education, Vallejo City Unified School District, Child Start, Inc. and others, with the goal of serving up to 300 children ages 0-5 and their families with child care and early learning opportunities.
- Received \$2 million from the State of California/First 5 California to implement a First 5 Center in Fairfield; began planning with the City of Fairfield to locate the Fairfield First 5 Center within the new North Texas Recreation Complex.
- Implemented the fourth year of the Commission’s 2018-2023 Program Investment Plan to support young children and their families in the community, including:
  - Assisted over 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, including over 300 electronic developmental screenings for children at risk of developmental concerns.
  - Partnered with Solano County Office of Education to provide early care and education providers coaching and professional development as part of the Quality Counts/IMPACT quality improvement program.
  - Provided Triple P Positive Parenting Program to over 1,000 parents through nine community partners, including workshops, brief intervention, targeted intervention, and groups.

**WORKLOAD INDICATORS**

- During the period of July 1, 2021 – June 30, 2022, First 5 Solano managed over 50 ongoing contracts and Memorandums of Understanding totaling approximately \$3 million, which provided services to over 7,000 Solano residents.
- Through the Vallejo First 5 Center, provided over 55 six-week classes to parents with children ages 0-5 on a variety of topics including healthy eating, getting ready for kindergarten, tiny paleontologists, infant massage, mindful music, and many others.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FIRST 5 SOLANO	5,252,652	4,222,838	4,530,324	307,486	7.3%
<b>TOTAL REVENUES</b>	<b>5,252,652</b>	<b>4,222,838</b>	<b>4,530,324</b>	<b>307,486</b>	<b>7.3%</b>
<b>APPROPRIATIONS</b>					
FIRST 5 SOLANO	4,227,410	4,626,062	5,678,013	1,051,951	22.7%
<b>TOTAL APPROPRIATIONS</b>	<b>4,227,410</b>	<b>4,626,062</b>	<b>5,678,013</b>	<b>1,051,951</b>	<b>22.7%</b>
<b>CHANGE IN FUND BALANCE</b>					
FIRST 5 SOLANO	(1,025,242)	403,224	1,147,689	744,465	184.6%
<b>CHANGE IN FUND BALANCE</b>	<b>(1,025,242)</b>	<b>403,224</b>	<b>1,147,689</b>	<b>744,465</b>	<b>184.6%</b>

STAFFING					
FIRST 5 SOLANO	7	7	7	0	0.0%
<b>TOTAL STAFFING</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>0.0%</b>

**Michele Harris, Executive Director  
Health & Public Assistance**

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**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall increase of \$307,486 or 7.3% in revenues and an increase of \$1,051,951 or 22.7% in appropriations when compared to FY2021/22 Adopted Budget, resulting in an increase of \$744,465 in the Commission’s Fund Balance.

The FY2022/23 Recommended Budget implements the fourth 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 received from the Statewide collection of this tax.

The Recommended Budget includes a projected increase in revenue of \$307,486 or 7.3% from FY2021/22 Adopted Budget. This projected increase is primarily due to an increase in interest, Mental Health Services Act (MHSA) revenue, and Proposition 10 tobacco tax.

Primary Costs

The Recommended Budget includes an overall increase \$1,051,951 or 22.7% in appropriations primarily due an increase in expenditures for First 5 Solano’s contribution toward the construction of the Fairfield First 5 Center.

First 5 Solano will be providing \$3.1 million to community agencies to implement services and programs in alignment with the Commission’s Strategic Plan.

Contracts

The FY2022/23 Recommended Budget includes \$3,100,000 in contracted services. This includes the following significant contracts:

- \$670,000 - Family Strengthening Services at the Vallejo First 5 Center and Rio Vista CARE.
- \$450,000 - Triple P Parent Education-8 contracts.
- \$300,000 - Help Me Grow call center with Solano Family & Children’s Services.
- \$250,000 - Quality Early Care and Education Services with Solano County Office of Education-40 childcare sites.
- \$200,000 - Annual Grants.
- \$160,000 - Pre-Kindergarten Academies.
- \$75,000 - Raising a Reader.

Fixed Assets

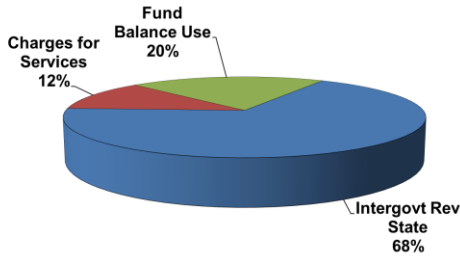
None.

See related Budget Unit 9153 – Fund 153 Contingencies (refer to Contingencies section of the Budget).

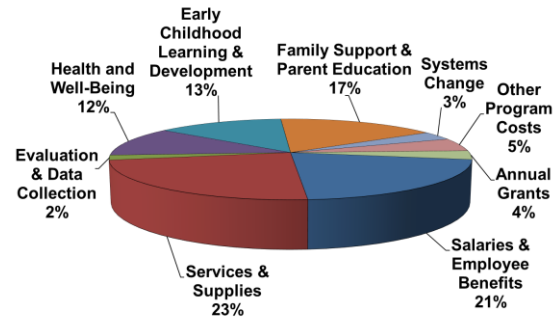
**DEPARTMENTS COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	81,012	0	53,211	53,211	0.0%
INTERGOVERNMENTAL REV STATE	3,946,392	3,588,299	3,793,648	205,349	5.7%
INTERGOVERNMENTAL REV FEDERAL	110,700	0	0	0	0.0%
CHARGES FOR SERVICES	643,133	596,539	678,465	81,926	13.7%
MISC REVENUE	471,414	38,000	5,000	(33,000)	(86.8%)
<b>TOTAL REVENUES</b>	<b>5,252,652</b>	<b>4,222,838</b>	<b>4,530,324</b>	<b>307,486</b>	<b>7.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,094,072	1,169,854	1,186,092	16,238	1.4%
SERVICES AND SUPPLIES	260,364	301,688	1,321,010	1,019,322	337.9%
OTHER CHARGES	2,861,902	3,142,994	3,159,127	16,133	0.5%
OTHER FINANCING USES	11,073	11,526	11,784	258	2.2%
<b>TOTAL APPROPRIATIONS</b>	<b>4,227,410</b>	<b>4,626,062</b>	<b>5,678,013</b>	<b>1,051,951</b>	<b>22.7%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(1,025,242)</b>	<b>403,224</b>	<b>1,147,689</b>	<b>744,465</b>	<b>184.6%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

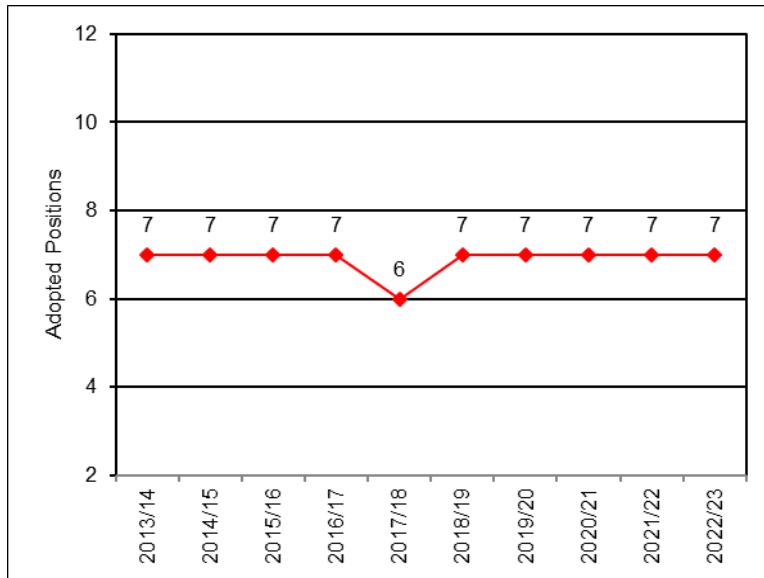
None.

**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 during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**Summary of Other Administered Budgets 1530 – Fund 153- First 5 Solano Children & Families**  
**Michele Harris, Executive Director**  
**Health & Public Assistance**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1570 GRANTS/PROGRAMS ADMIN	1,617,284	1,615,000	1,664,440	49,440	3.1%
<b>APPROPRIATIONS</b>					
1570 GRANTS/PROGRAMS ADMIN	1,284,281	1,615,000	1,664,440	49,440	3.1%
<b>NET CHANGE</b>					
1570 GRANTS/PROGRAMS ADMIN	(333,003)	0	0	0	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**

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## DEPARTMENTAL PURPOSE

This budget unit was established to track County Administrative Office/First 5 Solano's administration and program costs related to Solano Children's Alliance (SCA) and has expanded to include other Board of Supervisors approved programs/contributions, such as the Community Investment Fund, outside 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.

The Human Services Needs Assessment (HSNA) was guided by a planning team who 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 previously funded by the Board to serve a specific population.
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.

This budget, funded by a General Fund contribution, includes \$1,300,000 to implement deep programming and \$250,000 to implement one-time investments. The budget associated with the Legacy Programs is not included in this budget unit.

**Deep Programs:** The Board of Supervisors designated \$1.3 million to address the top 3 needs in the county:

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



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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, FY2022/23 will be the third year of contracts for the following:

- Touro University's Public Health Department has mapped the mental health System of Care and has created a portal to connect residents to appropriate services. In FY2022/23, Touro will maintain the portal and navigators to assist residents to connect to the mental health system. In addition, they will begin a community engagement campaign and evaluation efforts.
- A Better Way is providing the evidence-based Mental Health First Aid training.

These two mental health strategies comprise \$700,000 of the \$1.3 million designated for deep investments and will be spent annually for three years. FY2022/23 is the third year.

2. *Housing* – Housing was ranked the second highest need in Solano County. The HSNA identified that housing affordability for lower income residents who are spending the majority of their income on housing and addressing affordable housing as it relates to reducing homelessness were target areas. In FY2022/23, the County is continuing the contract for \$200,000 with Habitat for Humanity to develop three (3) single-family homes for low-income families. The County continues to seek "ready-to-go" housing projects that could align with County interests in development of additional 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. In FY2022/23, the County continues the \$250,000/year 3-year contract with Volunteers of America for rapid rehousing services and the \$250,000/year contract with Vacaville Solano Services Corporation as the contractor to provide a shelter and services to transition age youth who are homeless or at-risk of homelessness.

**One-Time Grants:** The one-time grants are designated to address any of the top 6 needs in the county; allocation of \$250,000 annually.

1. Mental Health.
2. Housing.
3. Homelessness.
4. Early Education.
5. Youth Development.
6. Safe and Stable Environments for Children.

These one-time grants will be funded up to \$50,000 per proposal for a one-year commitment, with \$250,000 designated annually. The proposals will be selected via a competitive RFP process. Additionally, the RFP process may establish an eligibility list, so other worthy proposals will be ranked and may be funded should additional funding become available.

**Legacy Programs:** Programs funded by the Board for a number of years to serve a specific population where services are not otherwise available. The Legacy Programs include:

1. Children's Alliance (included in Child Welfare Services BU 7780).
2. Senior Coalition (Discontinued in FY2021/22).
3. Court-Appointed Special Advocates (CASA) (included in General Expenditures BU 1903).
4. Food Bank of Contra Costa and Solano (included in H&SS BU 7503).
5. Veteran's Court Case Manager (included in General Expenditures BU 1903, AB 109, BU 6901, and H&SS BU 7701).
6. North-Bay Stand Down (included in H&SS BU 7503).

This budget unit also includes \$65,000 for First 5 Solano staff to manage the Community Investment Fund.

Michele Harris, Executive Director  
Health & Public Assistance

**Other Funds:**

In addition to the Community Investment Fund, this Budget Unit has previously contained funding for the Local Child Care Planning Council and funds from Yocha Dehe Wintun Nation for basic needs. In FY2020/21, the Board transitioned the Local Child Care Planning Council to the Solano County Office of Education who is now responsible for the \$12,500 Maintenance of Effort. There are no additional Yocha Dehe grants funds included in the FY2022/23 budget at this time.

In FY2020/21, the Board also received assessments on the Children’s Alliance and the Senior Coalition. As a result, the Children’s Alliance transitioned to focus on Child Abuse Prevention utilizing Children’s Trust fund matched by \$30,000 in General Fund. The management of this contract transitioned to Child Welfare Services. Additionally, the Board adopted the recommendations to rely on the Advisory Council on Aging to advise on senior issues and discontinue funding of the coordination for the Senior Coalition.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Six community partners with annual grants have been providing services to Solano residents in the top areas of need including mental health, housing, safe and stable environments for children, and youth development. Services included:
  - Provided mental/behavioral health screenings and services to over 2,000 residents and provided wrap-around services to address challenges such as substance abuse, unemployment, housing needs, and food insecurity.
  - Supported over 300 high school and transitional aged youth with a drop-in center and resources for safe and affordable housing and paid internship opportunities.
  - Provided over 100 parents with an evidence-based parent education group to support positive parenting practices.
  - One annual grant contract to provide mental health groups for youth had significant challenges and terminated their contract early.
- Launched the SolanoConnex web app to connect residents to mental and emotional health services in the community.
- Opened a transitional aged youth shelter with 8 beds to house youths ages 18-24.
- Provided rapid rehousing services to 20 residents to secure permanent housing.
- Provided evidence-based Mental Health First Aid training countywide. Training attendance was lower than anticipated and staff is working closely with the contractor to identify remedies.

**WORKLOAD INDICATORS**

- Managed eleven contracts for the Community Investment Fund.
- Worked with evaluation consultant to conduct two Legacy Program Assessments.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$49,440 or 3.1% in both revenues and in appropriations when compared to the FY2021/22 Adopted Budget, resulting in no net change in fund balance. The Recommended Budget includes a General Fund Contribution of \$1,664,440, an increase of \$49,440 over the FY2021/22 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is County General Fund.

Contracts

The FY2022/23 Recommended Budget includes a total of \$1,550,000 in contracted services which includes the following significant contracts:

- \$340,000 Touro University-Mental Health Deep Investment.
- \$260,000 A Better Way-Mental Health Deep Investment.
- \$200,000 Housing provider-TBD-Housing Deep Investment.

**Summary of Other Administered Budgets**

**1570 – Fund 151-Grants/Programs Administration**

**Michele Harris, Executive Director  
Health & Public Assistance**

- \$250,000 Volunteers of America-Homeless Services Deep Investment.
- \$250,000 Transition Age Youth Homeless Services Provider-TBD-Homeless Services Deep Investment.
- \$250,000 Annual Grants-multiple contracts TBD.

Fixed Assets

None.

See related Budget Unit 9126 – Fund 151 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	7,596	0	0	0	0.0%
CHARGES FOR SERVICES	12,000	0	0	0	0.0%
MISC REVENUE	200,000	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	1,397,688	1,615,000	1,664,440	49,440	3.1%
<b>TOTAL REVENUES</b>	<b>1,617,284</b>	<b>1,615,000</b>	<b>1,664,440</b>	<b>49,440</b>	<b>3.1%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	40,000	40,000	0.0%
OTHER CHARGES	1,284,281	1,615,000	1,624,440	9,440	0.6%
<b>TOTAL APPROPRIATIONS</b>	<b>1,284,281</b>	<b>1,615,000</b>	<b>1,664,440</b>	<b>49,440</b>	<b>3.1%</b>
<b>NET CHANGE</b>	<b>(333,003)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

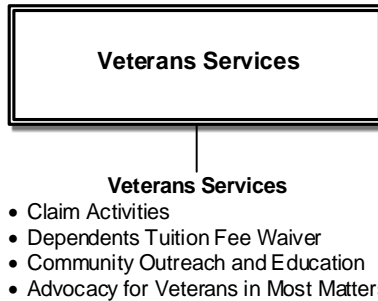
Significant adjustments for FY2022/23 include:

- \$40,000 to reassess the highest needs for the Community Investment Fund.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

Should the Board choose to alter the General Fund contribution, adjustments to this Budget Unit will need to be made.



**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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	1,128,291
FY2022/23 Recommended:	1,140,561
County General Fund Contribution:	590,561
Percent County General Fund Supported:	51.8%
Total Employees (FTEs):	8

**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 two office in the State of California for veteran participation rate. Solano County serves approximately 37.0% of the veteran population when compared to a 27.0% 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 6,206 claims in FY2021/22 resulting in \$25.1 million in new dollars for veterans and their dependents. In light of the high veteran participation rate and overall veteran population in the county, the Department is monitoring 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 50 veterans per day in FY2021/22, projected to increase to an anticipated 52-55 veterans per day in FY2022/23, including those veterans served as part of a virtual office experience.

**Functional Area Summary**

**5800 – Fund 001-Veterans Services**  
**Alfred C. Sims, Director of Veterans Services**  
**Veterans Services**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
VETERANS SERVICES	331,548	330,000	550,000	220,000	66.7%
<b>TOTAL REVENUES</b>	<b>331,548</b>	<b>330,000</b>	<b>550,000</b>	<b>220,000</b>	<b>66.7%</b>
<b>APPROPRIATIONS</b>					
VETERANS SERVICES	852,215	938,462	1,140,561	202,099	21.5%
<b>TOTAL APPROPRIATIONS</b>	<b>852,215</b>	<b>938,462</b>	<b>1,140,561</b>	<b>202,099</b>	<b>21.5%</b>
<b>NET COUNTY COST</b>					
VETERANS SERVICES	520,668	608,462	590,561	(17,901)	(2.9%)
<b>NET COUNTY COST</b>	<b>520,668</b>	<b>608,462</b>	<b>590,561</b>	<b>(17,901)</b>	<b>(2.9%)</b>

<b>STAFFING</b>					
VETERANS SERVICES	6	6	8	2	33.3%
<b>TOTAL STAFFING</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>2</b>	<b>33.3%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$220,000 or 66.7% in revenues and \$202,099 or 21.5% in appropriations when compared to the FY2021/22 Adopted Budget, resulting in a decrease in Net County Cost of \$17,901 or 2.9%.

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 helps 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 will receive \$550,000 in subvention funding.

Primary Costs

Salaries and Employee Benefits represents an increase of \$177,181 or 23.6%, primarily due to the addition of 1.0 FTE Veteran Benefits Counselor and 1.0 FTE Office Assistant II, and other increases due to negotiated and approved labor contracts, increases in wages, CalPERS retirement costs and changes in health benefit costs.

Services and Supplies represents an increase of \$11,083 or 11.5% due to an increase in computer and software purchases, providing CVSO employees the tools necessary to succeed in providing their clients increased access to programs and benefits in a virtual office experience.

Other Charges represents an increase of \$15,982 or 19.9% primarily due to an increase Countywide Admin Overhead costs.

Contracts

None requiring Board approval.

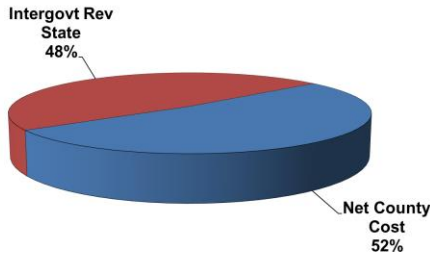
Fixed Assets

None.

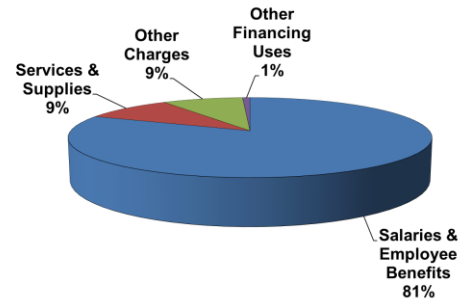
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	327,718	330,000	550,000	220,000	66.7%
INTERGOVERNMENTAL REV FEDERAL	3,830	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>331,548</b>	<b>330,000</b>	<b>550,000</b>	<b>220,000</b>	<b>66.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	673,690	751,029	928,210	177,181	23.6%
SERVICES AND SUPPLIES	84,590	96,215	107,298	11,083	11.5%
OTHER CHARGES	84,382	80,233	96,215	15,982	19.9%
OTHER FINANCING USES	6,114	6,985	8,838	1,853	26.5%
INTRA-FUND TRANSFERS	3,438	4,000	0	(4,000)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>852,215</b>	<b>938,462</b>	<b>1,140,561</b>	<b>202,099</b>	<b>21.5%</b>
<b>NET COUNTY COST</b>	<b>520,668</b>	<b>608,462</b>	<b>590,561</b>	<b>(17,901)</b>	<b>(2.9%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in position allocations since the adoption of the FY2021/22 Budget are provided below:

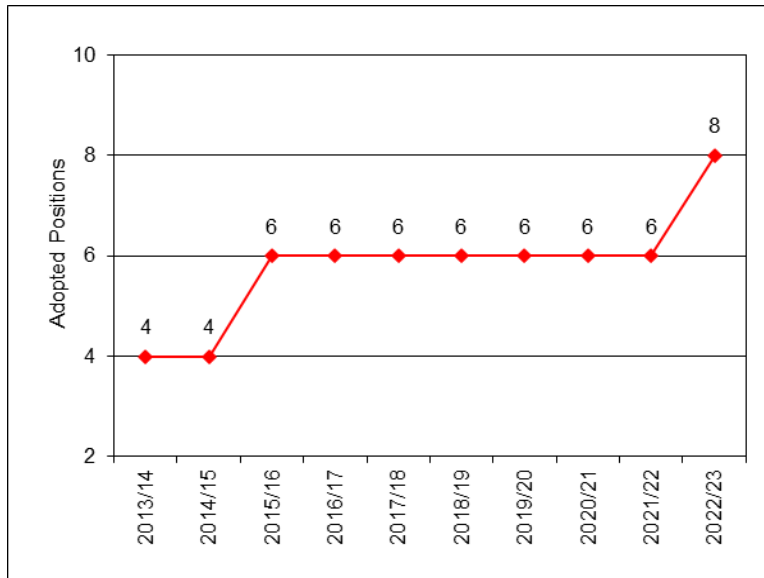
On September 14, 2021, the Board approved:

- Added 1.0 FTE Office Assistant II, funded by State Subvention revenues.

The FY2022/23 Recommended Budget includes the following position allocation changes:

- Add 1.0 FTE Veterans Benefit Counselor, funded by State Subvention revenues to help manage and process the increasing number of veteran benefit claims by Solano County veterans, their families, and dependents.

**STAFFING TREND**

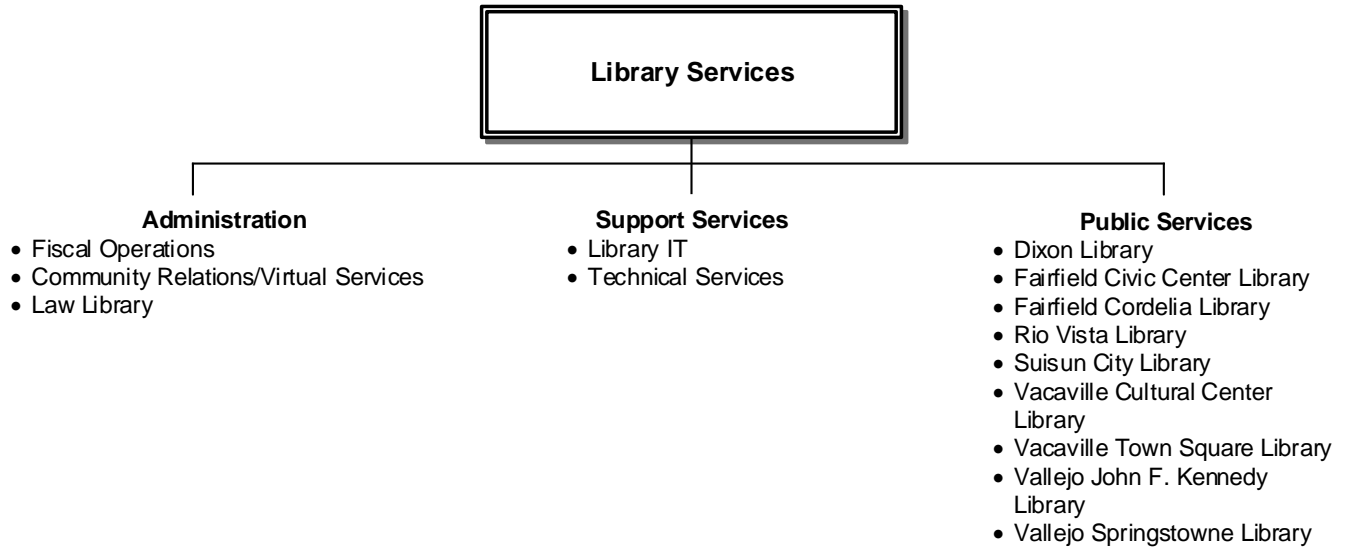


**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	31,174,497
FY2022/23 Recommended:	27,827,806
County General Fund Contribution:	332,651
Percent County General Fund Supported:	1.2%
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 assistance in the Library's branches; and partnerships with other government agencies or community groups that directly benefit customers including Solano County Equity Collaborative, First 5 Solano, Solano County Office of Education, Yocha Dehe Wintun Nation, Touro University, UC Cooperative Extension, Solano Land Trust, AARP Foundation, League of Women Voters of Solano County, Catalyst Kids, Fairfield-Suisun Unified School District, Rio Vista Care, Solano County Library Foundation, Friends of the Libraries, Food Bank of Contra Costa and Solano, Dixon Family Services, Greater Vallejo Recreation District, and Vacaville Homelessness 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.

Suzanne Olawski, Director of Library Services  
Library Services

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## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

### Challenges:

- The Department continues to explore 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 delivery models to keep up with technology changes and to address the needs of the various age groups that the Library serves. There is an increased expectation for access to smart technology available through the Department's collections and meeting spaces.
- The Department modified its services as a result of the COVID-19 pandemic, increasing online access to digital materials and online programs. In FY2022/23, the Department will be working to expand access to library services by increasing user engagement and access through expanded in-person programming and outreach opportunities in partnership with other government agencies and community groups.

### Accomplishments:

- The Department completed the implementation of its first book locker as a pick-up location for library materials located at the Vallejo First 5 Center along with a convenient book drop for returned items.
- The Department restored public access without restrictions to its library branches and expanded its service hours by opening on Saturdays at all locations, restoring evening hours and resuming Sunday hours at its three largest library branches. Community meeting rooms were made available for reservations and all public access computers were brought back online with no time usage restrictions. In-person programming resumed with outdoor storytimes and afternoon adventures, while online programming continued through various reading programs for all ages. In-person literacy tutoring resumed and online tutor training continued to be an option.
- The Department implemented *auto-renewal* of customer check-outs, allowing customer items to be renewed automatically without staff intervention and giving the customer extended time to enjoy their reading material.
- The Department expanded its digital collection to include *Freegal Music* – a 24/7 streaming service, *ProQuest Historical Newspapers™Black Newspapers* database of historical Black newspapers, *BookFlix* where animated storybooks are paired with fact-based children's books, and *ArtistWorks* which provides musical instrument instruction for all levels of players; implemented laptop lending for check-out and home use; and introduced mental health kits and social justice kits for all ages.
- The Department issued an RFP for a new Integrated Library System, which is the customer database and catalog of materials, and will migrate to a new system which offers enhanced features and improved user experiences.

## WORKLOAD INDICATORS

During the period of July 1, 2020 – June 30, 2021:

- 1,335,062 in library materials were borrowed from the Library
- 306,870 in-person visits to the library branches
- 58,763 curbside pick-ups of library materials provided
- 37,082 reference questions answered
- 1,236,329 people “virtually” visited the library at [www.solanoliberalary.com](http://www.solanoliberalary.com)
- 8,064 Facebook followers; 2,845 Twitter followers; 2,456 Instagram followers; and 1,169 Tik Tok followers achieved
- 3,923 hours of time donated by volunteers
- 10,339 hours of adult literacy tutoring provided
- 17,146 people attended 647 library programs both online and in-person

**Functional Area Summary**

- 266,666 digital downloads of e-books, music, and movies completed
- 1,721 Wi-Fi hotspots were borrowed
- 35,483 computer sessions were used

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LIBRARY ADMINISTRATION	25,035,563	24,012,278	26,250,085	2,237,807	9.3%
PUBLIC SERVICES	152,095	151,027	158,669	7,642	5.1%
SUPPORT SERVICES	300,138	211,011	162,816	(48,195)	(22.8%)
<b>TOTAL REVENUES</b>	<b>25,487,796</b>	<b>24,374,316</b>	<b>26,571,570</b>	<b>2,197,254</b>	<b>9.0%</b>
<b>APPROPRIATIONS</b>					
LIBRARY ADMINISTRATION	4,314,093	6,621,171	6,449,187	(171,984)	(2.6%)
PUBLIC SERVICES	10,857,331	13,467,914	14,133,365	665,451	4.9%
SUPPORT SERVICES	5,500,533	8,664,583	7,245,254	(1,419,329)	(16.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>20,671,957</b>	<b>28,753,668</b>	<b>27,827,806</b>	<b>(925,862)</b>	<b>(3.2%)</b>
<b>CHANGE IN FUND BALANCE</b>					
LIBRARY ADMINISTRATION	(20,721,470)	(17,391,107)	(19,800,898)	(2,409,791)	13.9%
PUBLIC SERVICES	10,705,236	13,316,887	13,974,696	657,809	4.9%
SUPPORT SERVICES	5,200,395	8,453,572	7,082,438	(1,371,134)	(16.2%)
<b>CHANGE IN FUND BALANCE</b>	<b>(4,815,839)</b>	<b>4,379,352</b>	<b>1,256,236</b>	<b>(3,123,116)</b>	<b>(71.3%)</b>

<b>STAFFING</b>					
LIBRARY ADMINISTRATION	22.80	22.80	13.40	(9.4)	(41.2%)
PUBLIC SERVICES	89.43	88.43	97.83	9.4	10.6%
SUPPORT SERVICES	17.00	18.00	18.00	0.0	0.0%
<b>TOTAL STAFFING</b>	<b>129.23</b>	<b>129.23</b>	<b>129.23</b>	<b>(0.0)</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,197,254 or 9.0% in revenues and a decrease of \$925,862 or 3.2% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, use of Fund Balance decreased \$3,123,116 or 71.3%.

Primary Funding Sources

The primary funding sources for the Department are property taxes and a 1/8 of a penny voter approved sales tax dedicated to library services, which are directly tied to the economy. These revenue streams seem to have stabilized and have begun to slightly increase after many years of decline; however, these funding sources have been impacted as a result of the COVID-19 pandemic. The extent of the impact is ongoing and may require further revisions in FY2022/23. The Department continues to explore additional ways to minimize costs by streamlining services and programs while striving to maintain its level of services.

The FY2022/23 Recommended Budget includes a \$2,197,254 or 9.0% increase in revenues primarily due to the following:

- Property and sales tax revenues reflect an increase of \$1,431,350.
- Revenue from Use of Money/Property reflects a decrease of \$102,492 primarily due to a decrease in interest income.

**Suzanne Olawski, Director of Library Services**  
**Library Services**

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- Intergovernmental Revenues reflect a decrease of \$48,430 primarily due to a decrease in revenue received for automation services provided to Solano Partner Libraries & St. Helena (SPLASH) consortium.
- Charges for Services reflect an increase of \$958,130, primarily due to an increase in revenue for library services provided to the Vacaville Library District, Dixon Public Library and Law Library.
- Other Financing Sources reflect a decrease of \$30,123 primarily due to a reduction in property tax revenue Transfers-In from the four Library Zones as well as a decrease in County Contribution.
- The General Fund Contribution to the Library of \$332,651 reflects a decrease of \$11,181.

Primary Costs

The Recommended Budget of \$27,827,806 includes a \$925,862 or 3.2% decrease in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$421,832 or 2.7% primarily due to scheduled step increases, increases in CalPERS retirement costs, and Accrued Leave Payout, offset by a decrease in Extra Help hours and insurance expenses.
- Services and Supplies reflect an increase of \$583,665 or 8.2% primarily due to an increase in liability insurance costs, other professional services for signage as part of library rebranding, and consulting services for facility master plan projects.
- Other Charges reflect a decrease of \$78,303 or 3.9% primarily due to a decrease in Countywide Admin Overhead, offset by an increase in Interfund Services due to an increase in costs for Sheriff Security Services resulting from re-opening of all library branches.
- Fixed Assets reflect a decrease of \$1,910,000 primarily due to the awarding of the energy conservation contract and literacy renovation contract in FY2021/22; slightly offset by an increase in computer equipment for an infrastructure upgrade project.

Contracts

The Recommended Budget includes a total of \$1,724,323 in contracted services, which includes the following significant contracts:

- \$500,000 for library signage upgrade project
- \$305,100 for maintenance of the integrated library system
- \$250,000 for consulting services to evaluate library facilities and designs and to carry out facility master plan projects
- \$281,902 for custodial services at eight library branches located in non-county owned buildings
- \$184,000 for inter-library borrowing and distribution of materials through Link+ and membership of a library consortium
- \$38,500 for fire and security alarm system inspections, monitoring, maintenance, and repair services
- \$33,821 for AMH (automated material handling) system equipment maintenance
- \$25,000 for collection services for delinquent Library accounts
- \$36,000 for collection management and development process support
- \$27,000 for cataloging and metadata services for library materials
- \$28,000 for maintenance services for RFID (Radio Frequency Identification) equipment
- \$15,000 for delivery services of Link+ materials

Fixed Assets

The FY2022/23 Recommended Budget includes the following fixed assets:

- \$1,200,000 for Phase 1 and Phase 2 of the infrastructure upgrade project needed to replace equipment at the end of useful life.
- \$500,000 associated with the workstation reconfiguration for Library’s administrative office located at Fairfield Library’s second floor.
- \$60,000 for an outreach van equipped with secured cargo space for staff to transport equipment and supplies needed for all outreach programs. The Library will conduct a wide range of outreach programs at various locations throughout Solano County to provide services for those who are infrequent users and/or traditionally underserved.
- \$10,000 to replace a microfilm/microfiche reader at the Rio Vista Library.

Reserves/Contingency

The FY2022/23 Recommended Budget includes an equipment contingency for SPLASH of \$317,357 (Fund 004-9304) for upgrades to the Library’s automation system.

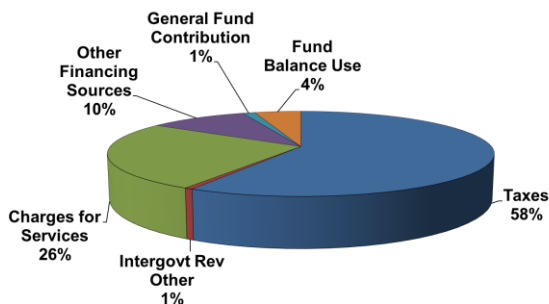
See related Budget Unit 9304 – Fund 004 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

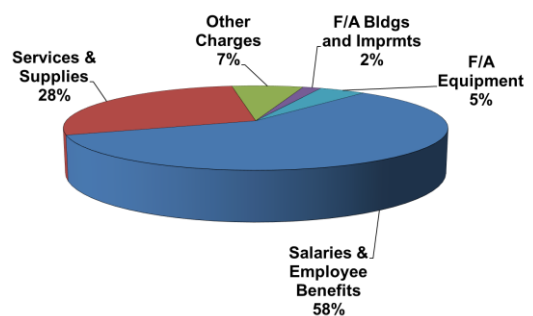
The Department is in the process of developing a new five-year strategic plan and anticipates further restructuring of its organization, functions, and program service delivery models in the context of new strategic initiatives. The Department is updating its information technology infrastructure and replacing end of life hardware which will streamline services and increase network speed. The Department expects to update the exterior signage at its facilities to reflect its new brand standards.

The Recommended Budget includes 129.23 FTEs, still below the staffing level of 142.1 FTEs in FY2009/10. The Department will continue to review staffing levels, delivery of library services, and ways to streamline or automate further.

**SOURCE OF FUNDS**



**USE OF FUNDS**



Suzanne Olawski, Director of Library Services  
Library Services

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	16,293,463	14,586,547	16,017,897	1,431,350	9.8%
REVENUE FROM USE OF MONEY/PROP	198,984	151,798	49,306	(102,492)	(67.5%)
INTERGOVERNMENTAL REV STATE	173,510	190,811	190,576	(235)	(0.1%)
INTERGOVERNMENTAL REV FEDERAL	236,621	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	320,193	211,011	162,816	(48,195)	(22.8%)
CHARGES FOR SERVICES	5,435,110	6,156,323	7,114,453	958,130	15.6%
MISC REVENUE	3,267	0	0	0	0.0%
OTHER FINANCING SOURCES	2,460,793	2,733,994	2,703,871	(30,123)	(1.1%)
GENERAL FUND CONTRIBUTION	365,855	343,832	332,651	(11,181)	(3.3%)
<b>TOTAL REVENUES</b>	<b>25,487,796</b>	<b>24,374,316</b>	<b>26,571,570</b>	<b>2,197,254</b>	<b>9.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	13,028,179	15,749,341	16,171,173	421,832	2.7%
SERVICES AND SUPPLIES	5,423,940	7,151,173	7,734,838	583,665	8.2%
OTHER CHARGES	1,733,991	2,028,655	1,950,352	(78,303)	(3.9%)
F/A BLDGS AND IMPRMTS	329,804	3,650,000	500,000	(3,150,000)	(86.3%)
F/A EQUIPMENT	29,563	30,000	1,270,000	1,240,000	4133.3%
OTHER FINANCING USES	126,479	144,499	201,443	56,944	39.4%
<b>TOTAL APPROPRIATIONS</b>	<b>20,671,956</b>	<b>28,753,668</b>	<b>27,827,806</b>	<b>(925,862)</b>	<b>(3.2%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(4,815,839)</b>	<b>4,379,352</b>	<b>1,256,236</b>	<b>(3,123,116)</b>	<b>(71.3%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

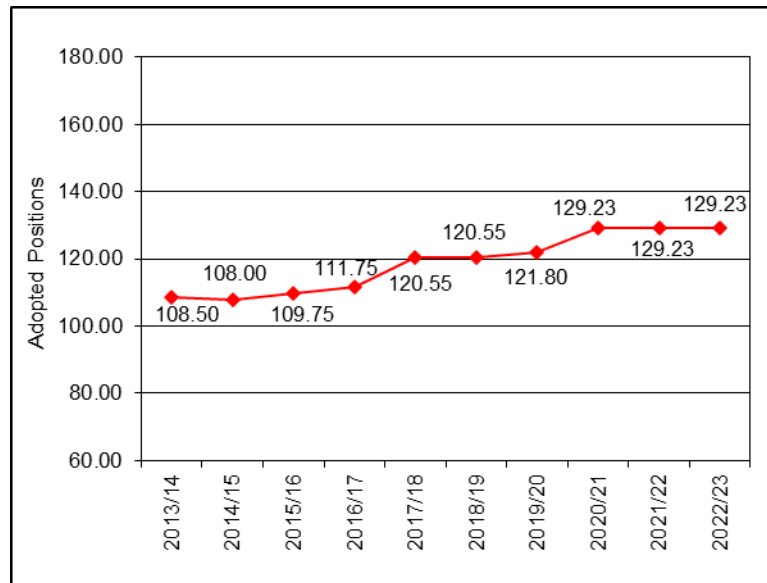
None.

**SUMMARY OF POSITION CHANGES**

There have been no changes in the position allocations since the adoption of the FY2021/22 Budget. All positions are funded with property and sales tax revenue dedicated to the Library Fund.

There are no position allocation changes in the FY2022/23 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Department continues to address its structural operating deficit. However, with increases in personnel costs, library materials costs, supply and labor costs, and network upgrades, 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 migrating to a new integrative library system (ILS), a software package inclusive of the Library’s customer database and catalog of materials, which will result in cost-savings with vendor-hosted, web-based services and improved user experiences. The Department is updating its information technology network, beginning with Wi-Fi upgrades, which will streamline services, increase network speed, and provide the library with a stable, efficient network based upon library infrastructure best practices. The Department will continue to implement its new branding by updating exterior signage at all the branch libraries for improved site visibility and brand recognition. The Department is initiating an update to its strategic plan, which will inform and prioritize department programs and services over the course of several years and challenge the Department to keep its budget balanced.

COVID-19 - The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19, most specifically how customers may continue to utilize library services, how gatherings may take place moving forward, and how these impacts may affect revenue. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**6300 – Fund 004-Library**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
6150 LIBRARY ZONE 1	2,149,356	1,881,943	2,120,149	238,206	12.7%
6180 LIBRARY ZONE 2	47,374	47,165	47,989	824	1.7%
6166 LIBRARY ZONE 6	22,002	22,385	22,585	200	0.9%
6167 LIBRARY ZONE 7	529,217	534,646	550,364	15,718	2.9%
2280 LIBRARY - FRIENDS & FOUNDATION	99,178	86,337	85,450	(887)	(1.0%)
<b>APPROPRIATIONS</b>					
6150 LIBRARY ZONE 1	1,898,849	2,117,289	2,120,149	2,860	0.1%
6180 LIBRARY ZONE 2	46,709	52,032	47,989	(4,043)	(7.8%)
6166 LIBRARY ZONE 6	21,695	25,313	22,585	(2,728)	(10.8%)
6167 LIBRARY ZONE 7	527,244	576,250	550,364	(25,886)	(4.5%)
2280 LIBRARY - FRIENDS & FOUNDATION	72,422	214,265	194,265	(20,000)	(9.3%)
<b>NET CHANGE</b>					
6150 LIBRARY ZONE 1	(250,507)	235,346	0	(235,346)	(100.0%)
6180 LIBRARY ZONE 2	(665)	4,867	0	(4,867)	(100.0%)
6166 LIBRARY ZONE 6	(307)	2,928	0	(2,928)	(100.0%)
6167 LIBRARY ZONE 7	(1,973)	41,604	0	(41,604)	(100.0%)
2280 LIBRARY - FRIENDS & FOUNDATION	(26,756)	127,928	108,815	(19,113)	(14.9%)

A summary of the budgets administered by the Library is provided on the following pages.



**Summary of Other Administered Budgets**

**6150 – Fund 036-Library Zone 1**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Solano County Library – Fairfield Civic Center Library’s services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$238,206 or 12.7% in revenues and an increase of \$2,860 or 0.1% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The primary funding source for this Department is property tax revenues. The Recommended Budget includes \$2,120,149 in revenue, which reflects an increase of \$238,206 or 12.7%.

Primary Costs

The Recommended Budget of \$2,120,149 includes an increase of \$2,860 or 0.1% in appropriations. The increase is primarily due to an increase in the Operating Transfers-Out to the County Library’s Fund 004, offset by a slight decrease in Other Professional Services. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library Fund (Fund 004).

Contracts

None.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	2,064,891	1,864,797	2,104,735	239,938	12.9%
REVENUE FROM USE OF MONEY/PROP	5,329	2,877	1,500	(1,377)	(47.9%)
INTERGOVERNMENTAL REV STATE	14,614	14,269	13,914	(355)	(2.5%)
INTERGOVERNMENTAL REV FEDERAL	60	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	64,462	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,149,356</b>	<b>1,881,943</b>	<b>2,120,149</b>	<b>238,206</b>	<b>12.7%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	15,134	18,648	17,640	(1,008)	(5.4%)
OTHER CHARGES	3,922	2,494	3,868	1,374	55.1%
OTHER FINANCING USES	1,879,793	2,096,147	2,098,641	2,494	0.1%
<b>TOTAL APPROPRIATIONS</b>	<b>1,898,849</b>	<b>2,117,289</b>	<b>2,120,149</b>	<b>2,860</b>	<b>0.1%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(250,507)</b>	<b>235,346</b>	<b>0</b>	<b>(235,346)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Rio Vista Library’s services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$824 or 1.7% in revenues and a decrease of \$4,043 or 7.8% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The primary funding source for this Department is property tax revenues. The Recommended Budget includes \$47,989 in revenue, which reflects an increase of \$824 or 1.7%.

Primary Costs

The Recommended Budget of \$47,989 includes a net decrease of \$4,043 or 7.8% 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 ( Fund 004).

Contracts

None.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	46,980	46,818	47,682	864	1.8%
REVENUE FROM USE OF MONEY/PROP	83	45	15	(30)	(66.7%)
INTERGOVERNMENTAL REV STATE	310	302	292	(10)	(3.3%)
INTERGOVERNMENTAL REV FEDERAL	1	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>47,374</b>	<b>47,165</b>	<b>47,989</b>	<b>824</b>	<b>1.7%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	557	703	650	(53)	(7.5%)
OTHER CHARGES	2,152	2,199	2,183	(16)	(0.7%)
OTHER FINANCING USES	44,000	49,130	45,156	(3,974)	(8.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>46,709</b>	<b>52,032</b>	<b>47,989</b>	<b>(4,043)</b>	<b>(7.8%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(665)</b>	<b>4,867</b>	<b>0</b>	<b>(4,867)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budgets**

**6166 – Fund 066-Library Zone 6**  
**Suzanne Olawski, 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 \$200 or 0.9% in revenues and a decrease of \$2,728 or 10.8% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The Recommended Budget includes \$22,585 in revenue, which reflects an increase of \$200 or 0.9%.

Primary Costs

The Recommended Budget of \$22,585 includes a net decrease of \$2,728 or 10.8% in appropriations. The decrease is primarily due to a reduction in the Operating Transfer-Out to the County Library’s Fund 004. If any Fund Balance is available at year end, it will be applied as an Operating Transfers-Out to the Library Fund (Fund 004).

Contracts

None.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	21,779	22,216	22,440	224	1.0%
REVENUE FROM USE OF MONEY/PROP	54	31	10	(21)	(67.7%)
INTERGOVERNMENTAL REV STATE	141	138	135	(3)	(2.2%)
INTERGOVERNMENTAL REV FEDERAL	28	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>22,002</b>	<b>22,385</b>	<b>22,585</b>	<b>200</b>	<b>0.9%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	281	334	330	(4)	(1.2%)
OTHER CHARGES	414	283	268	(15)	(5.3%)
OTHER FINANCING USES	21,000	24,696	21,987	(2,709)	(11.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>21,695</b>	<b>25,313</b>	<b>22,585</b>	<b>(2,728)</b>	<b>(10.8%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(307)</b>	<b>2,928</b>	<b>0</b>	<b>(2,928)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Vallejo Library’s services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$15,718 or 2.9% in revenues and a decrease of \$25,886 or 4.5% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The Recommended Budget includes \$550,364 in revenue, which reflects an increase of \$15,718 or 2.9%.

Primary Costs

The Recommended Budget of \$550,364 includes a net decrease of \$25,886 or 4.5% 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 (Fund 004).

Contracts

None.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2020/21 ACTUAL</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	524,487	530,537	546,632	16,095	3.0%
REVENUE FROM USE OF MONEY/PROP	948	511	150	(361)	(70.6%)
INTERGOVERNMENTAL REV STATE	3,685	3,598	3,582	(16)	(0.4%)
INTERGOVERNMENTAL REV FEDERAL	98	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>529,217</b>	<b>534,646</b>	<b>550,364</b>	<b>15,718</b>	<b>2.9%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	6,413	7,959	7,480	(479)	(6.0%)
OTHER CHARGES	4,831	4,270	4,797	527	12.3%
OTHER FINANCING USES	516,000	564,021	538,087	(25,934)	(4.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>527,244</b>	<b>576,250</b>	<b>550,364</b>	<b>(25,886)</b>	<b>(4.5%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(1,973)</b>	<b>41,604</b>	<b>0</b>	<b>(41,604)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue that is donated to the Library from 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, annual reading programs, Adult Literacy, and National Library Week and Volunteer appreciation celebrations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$887 or 1.0% in revenues and \$20,000 or 9.3% in appropriations when compared to the FY2021/22 Adopted Budget.

Primary Funding Sources

The primary funding source for this Department is donations and contributions from four different Friends of the Library Groups and the Library Foundation. The Recommended Budget includes \$85,450 in revenue, which reflects a decrease of \$887 or 1.0% when compared to the FY2021/22 Adopted Budget. The figures in this budget were prepared during the COVID-19 pandemic and fundraising events are subject to change. The budget may need to be revisited in FY2022/23 to ensure the budget reflects changing conditions.

Primary Costs

The Recommended Budget of \$194,265 reflects a decrease of \$20,000 or 9.3% in appropriations.

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	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	1,670	1,337	450	(887)	(66.3%)
INTERGOVERNMENTAL REV STATE	23,600	0	0	0	0.0%
MISC REVENUE	73,908	85,000	85,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>99,178</b>	<b>86,337</b>	<b>85,450</b>	<b>(887)</b>	<b>(1.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	72,422	214,265	194,265	(20,000)	(9.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>72,422</b>	<b>214,265</b>	<b>194,265</b>	<b>(20,000)</b>	<b>(9.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(26,757)</b>	<b>127,928</b>	<b>108,815</b>	<b>(19,113)</b>	<b>(14.9%)</b>

**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 continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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
  - Delta Crops, Forage Crops, Livestock, Orchard, Organic Crops, Pest Management, Small Farms, Small Grains, Vegetable Crops
- Natural Resource Management

**DEPARTMENTAL PURPOSE**

The University of California Cooperative Extension (UCCE) Department in Solano County was established in 1915 by a cooperative agreement between the Department of Agriculture (USDA), the University of California (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:**

FY2021/22 Midyear Projection:	328,924
FY2022/23 Recommended:	317,637
County General Fund Contribution:	317,637
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:

- The COVID-19 pandemic continued to impact normal operations and outreach activities for UCCE within Solano County due both to restrictions on activities, as well as health impacts on staff, program participants, and volunteers. However, with the benefit of experience gained in 2020, the continued shift to virtual engagement and programming was generally successful for the majority of program areas and provided some unexpected opportunities to reach new audiences.
- Youth enrollment in 4-H club programs continued to be adversely impacted by COVID-19 restrictions on in-person club activities and dropped about 7% from FY2020/21 numbers. The reduced enrollment has continued to create operational and financial stresses for 4-H staff and volunteers.

Accomplishments:

- State funding for the UC Division of Agriculture and Natural Resources (ANR) was significantly bolstered in July 2021, increasing funding levels by nearly 50%, or \$34 million in additional support this year. Similar funding levels are anticipated going forward. Specifically, this funding will support the hiring of nearly 100 new Advisor positions, support staff and

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resources, and deferred facility maintenance, all of which stand to positively impact program delivery for the citizens of Solano County.

- UCCE Ag Advisors addressed agricultural and rangeland productivity and marketing issues in FY2021/22 including: researching drought-tolerant perennial grass species and alfalfa varieties that can persist in rangeland environments and improve forage quality for livestock; evaluating approaches to managing herbicide resistance in invasive weeds; documentation of the effectiveness of spray drones for pesticide application; and assessing the costs and benefits of using electronic identification tags on sheep and the value of gene identification technologies in commercial sheep flocks.
- UCCE Ag Advisors engaged in research supporting adaptation and resilience to climate change including: documentation of the potential for California native plant hedgerows to sequester 36% more carbon than cropland, offering opportunities for income from carbon credits; continued assessment of potential benefits and risks of biosolids in small grain farming systems; and investigating the use of satellite imagery to estimate rangeland forage production associated with emergency declarations during drought events.
- UCCE Ag Advisors continue to actively participate in researching pest management strategies in both crop and rangeland systems. Ongoing pest management research includes approaches for managing broomrape in tomato plants and field trials documenting enhanced cowpea (blackeye) yields and seed quality with new pest and disease resistant varieties.
- In collaboration with UC SAREP, UCCE hosted a workshop exploring how to expand farm sales through direct-to-consumer outlets such as on-line sales, CSA, and on-farm pickup. The workshop was hosted on-farm in Solano County with 25 participants. This is the first of a three-part series to be conducted in Solano County.
- The Solano Master Gardener (MG) program provides science-based information and advice on home gardening and landscape practices. It anticipates graduating 14 new certified volunteers in 2022 with most training classes having been held online. Solano MGs hosted 5 trainings jointly with the Yolo MGs during FY2021/22 serving approximately 15 attendees per training.
- The Pena Adobe Garden Master Gardeners in Solano joined with the Pena Adobe Historical Society, the City of Vacaville, and the CA Native Plant Society to revamp the Pena Adobe garden which hosted 1,097 visitors in 2021.
- The Master Food Preserver (MFP) program conducted 6 trainings on a range of topics, developed materials and newsletters, and collaborated on a statewide project on Disaster Preparedness. Over 800 individuals participated in monthly Ask a Master Gardener/Master Food Preserver sessions during 2021.
- Solano County 4-H conducted the on-site, Interactive Leadership Lab component of the California 4-H State Youth Summit which was attended by 95 4-H youth from across the state.
- 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.

#### **WORKLOAD INDICATORS**

- Solano County 4-H certified 88 returning Adult Volunteer leaders and 13 new Adult Volunteer Leaders.
- Solano County 4-H community clubs served 205 youth with the help of 86 adult volunteers.
- In FY2021/22, 137 Master Gardener volunteers contributed a total of 2,073 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 program graduated 8 certified volunteers in August 2021 who completed their MFP training and anticipates 6 additional graduates for 2022.
- UCCE Academic Advisors collectively held 145 extension meetings reaching over 1,955 participants and wrote 72 peer-reviewed journal and audience-requested publications.



**Functional Area Summary**

**6200 – Fund 001-Cooperative Extension  
Susan Ellsworth, Multi-County Partnership Director  
Agricultural Education**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
UC COOPERATIVE EXTENSION	373,108	329,513	317,637	(11,876)	(3.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>373,108</b>	<b>329,513</b>	<b>317,637</b>	<b>(11,876)</b>	<b>(3.6%)</b>
<b>NET COUNTY COST</b>					
UC COOPERATIVE EXTENSION	373,108	329,513	317,637	(11,876)	(3.6%)
<b>NET COUNTY COST</b>	<b>373,108</b>	<b>329,513</b>	<b>317,637</b>	<b>(11,876)</b>	<b>(3.6%)</b>

<b>STAFFING</b>					
UC COOPERATIVE EXTENSION	0	0	0	0	0.0%
<b>TOTAL STAFFING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$11,876 or 3.6% in appropriations when compared to the FY2021/22 Adopted Budget. As a result, the Net County Cost decreased by \$11,876 or 3.6%.

Primary Funding Source

The funding source for the service agreement with UC Cooperative Extension, Davis, is the County General Fund.

Primary Costs

The Recommended Budget includes a \$12,529 decrease in Countywide Administrative Overhead charges.

Contracts

The Recommended Budget includes \$285,000 to the University of California for providing University of California Cooperative Extension (UCCE) programs to Solano County through June 30, 2023, and in-kind costs of \$32,637 for a facility in Fairfield to house program operations, custodial and grounds keeping services, telephone, and print services.

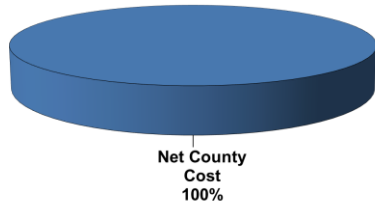
Fixed Assets

None.

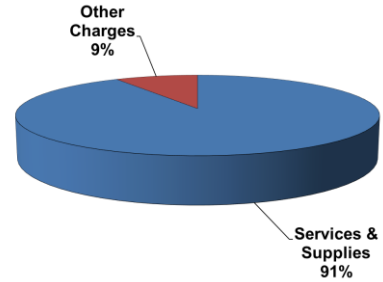
**DEPARTMENT COMMENTS**

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. The recent increase in State funding will support new academic Advisor positions that will serve Solano County. Three positions have already been approved, 1) Environmental Horticulture Advisor, housed in Sacramento County with service to Solano County; 2) Regional Food Systems Advisor, housed in Solano County; and 3) Human-Wildlife Interaction Advisor, housed in Napa County with service to Solano County. Three additional Advisor positions that will serve Solano County have been proposed, and if approved by UC will be filled in FY2022/23.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	303,185	289,547	290,200	653	0.2%
OTHER CHARGES	69,923	39,966	27,437	(12,529)	(31.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>373,108</b>	<b>329,513</b>	<b>317,637</b>	<b>(11,876)</b>	<b>(3.6%)</b>
<b>NET COUNTY COST</b>	<b>373,108</b>	<b>329,513</b>	<b>317,637</b>	<b>(11,876)</b>	<b>(3.6%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

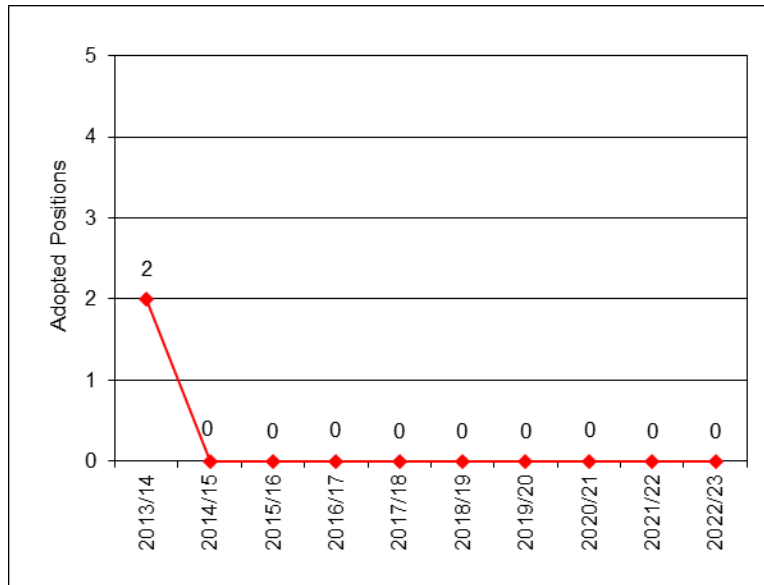
The \$11,876 or 3.6% appropriations decrease in the Recommended Budget is primarily attributed to a decrease in Countywide Administrative Overhead charges.

Due to continued COVID-related impacts and limitations in FY2021/22, the UCCE Capitol Corridor Multi-County partnership anticipates a budget carryover of approximately \$285,025. As such, the line item for Other Professional Services will be artificially reduced over the next three years as we work to reduce this carryover. As the carryover decreases, this line item will gradually increase to meet the demand of expanding operations and program costs, with a complete spend-down of the carryover anticipated by FY2024/25.

**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) was increased by approximately 50% in July 2021. As a result, ANR will now be able to fill many critical academic positions and provide additional staff support and facility updates across UC ANR.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

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**9301 – Fund 001-Contingencies-General Fund**

**Bill Emlen, County Administrator  
Legislative & Administration**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	14,000,000	14,000,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>14,000,000</b>	<b>14,000,000</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen emergencies that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$14,000,000, 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 FY2022/23 Recommended General Fund Budget totals \$328,519,084 excluding the \$14,000,000 for contingency. The Recommended General Fund contingency of \$14,000,000 is equal to 4.3% of the Recommended General Fund Budget for FY2022/23.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

In considering the setting of contingency for FY2022/23, there are a number of uncertainties that may impact the County. Please refer to the Budget Summary Section of the FY2022/23 Recommended Budget for further details.

**9124 – Fund 296-Contingencies-Public Facilities Fee**

**Bill Emlen, County Administrator**

**Plant Acquisition**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	43,818,158	47,095,087	3,276,929	7.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>43,818,158</b>	<b>47,095,087</b>	<b>3,276,929</b>	<b>7.5%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Public Facilities Fee Fund (BU 1760) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$47,095,087. This amount reflects the estimated funding available based on the FY2021/22 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**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	3,560,104	1,296,281	(2,263,823)	(63.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>3,560,104</b>	<b>1,296,281</b>	<b>(2,263,823)</b>	<b>(63.6%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen Capital Projects Fund (BU 1700) needs. The funds are used to accommodate financing needs identified by the 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 \$1,296,281. This amount reflects the estimated funding available for Fund 006 restricted purposes based on the FY2021/22 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9402 – Fund 106-Contingencies-Public Arts Project**

**Megan M. Greve, Director of General Services  
Promotion**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	44,702	4,366	(40,336)	(90.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>44,702</b>	<b>4,366</b>	<b>(40,336)</b>	<b>(90.2%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Public Art Operating Fund (BU 1630) to accommodate financing needs related to purchase or commission of public art and maintenance of public art within designated public areas owned by the County (Ordinance No. 1639, Chapter 5, section 5.5-5.6).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$4,366. This amount reflects the estimated funding available for the Fund 106 restricted purposes based on the FY2021/22 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**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other General**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	91,262	40,127	(51,135)	(56.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>91,262</b>	<b>40,127</b>	<b>(51,135)</b>	<b>(56.0%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Resource Management’s Survey Monument Preservation Fund (BU 1950) to accommodate any unforeseen financing needs related to Survey Monument Preservation that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$40,127. This amount reflects the estimated funding available for the Fund 281 restricted purposes based on the FY2021/22 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	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	2,328,610	1,008,455	(1,320,155)	(56.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>2,328,610</b>	<b>1,008,455</b>	<b>(1,320,155)</b>	<b>(56.7%)</b>

### DEPARTMENTAL PURPOSE

This budget unit is utilized by the District Attorney (DA) (BU 4100) to accommodate any financing needs that may arise in the DA's budget related to certain restricted funds as follows:

- Per California Business and Professions Code §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 §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 §11489, and California Vehicle Code §14607.6.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of \$1,008,455. This amount reflects the estimated funding available in Fund 233 for restricted purposes outlined above based on the FY2021/22 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**  
**Bill Emlen, County Administrator**  
**Judicial**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	131,913	169,672	37,759	28.6%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>131,913</b>	<b>169,672</b>	<b>37,759</b>	<b>28.6%</b>

**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 \$169,672. This amount reflects the estimated funding available based upon FY2021/22 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	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
CONTINGENCIES	0	484,391	416,350	(68,041)	(14.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>484,391</b>	<b>416,350</b>	<b>(68,041)</b>	<b>(14.0%)</b>

### DEPARTMENTAL PURPOSE

This budget unit represents the contingency for the Sheriff Civil Processing Fees (BU 4110). Under authority of Government Code (GG) §26720 et seq., the Sheriff collects certain fees related to services provided through the Department's Civil Bureau. Revenues are driven by GC §26731 portion of Civil Fees collected and GC §26746 Debtor Processing Assessment Fee. GC §26731 states that \$18 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 §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 \$416,350. This amount reflects the estimated funding available based on the FY2021/22 Midyear Projections.

### PENDING ISSUES AND POLICY CONSIDERATIONS

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

**9118 – Fund 253-Contingencies-Sheriff Asset Seizure**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	139,713	129,894	(9,819)	(7.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>139,713</b>	<b>129,894</b>	<b>(9,819)</b>	<b>(7.0%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Sheriff Asset Seizure (BU 4120). The Sheriff's Office, in its role as a law enforcement agency, arrests and assists other local law enforcement agencies with the arrests of suspected drug dealers. Health and Safety Code §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 \$129,894. This amount reflects the estimated funding available based on the FY2021/22 Midyear Projections. This amount reflects the unexpended net proceeds from the sale of forfeited property.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9125 – Fund 326-Contingencies-Special Revenue Fund**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	554,813	554,192	(621)	(0.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>554,813</b>	<b>554,192</b>	<b>(621)</b>	<b>(0.1%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Sheriff Special Revenue Fund 326. The fund was established to enable accounting for Automated Fingerprint Fees, Cal-ID Auto Fingerprint Fees, and Vehicle Theft Allocation accrued from fines levied by the Courts and Department of Motor Vehicles. Each fee has its own restricted use. The Sheriff’s operating appropriations can be found in (BU 4050).

Automated Fingerprint Fees

Under the authority of Government Code §76102 and California Vehicle Code §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 Penal Code §11112.2 and Government Code §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 §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 \$554,192. This amount reflects the estimated funding available based on the FY2021/22 Midyear Projections. The reduction is the result of an anticipated decrease in vehicle registration fee collection and a slight increase in expenditures.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9119 – Fund 263-Contingencies-CJ Facility Temp. Const. Fund**

**Megan M. Greve, Director of General Services**

**Justice**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	317,734	486,859	169,125	53.2%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>317,734</b>	<b>486,859</b>	<b>169,125</b>	<b>53.2%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Criminal Justice Facility Temporary Construction Fund (BU 4130) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$486,859. This amount reflects the estimated funding available based on the FY2021/22 Midyear Projections and transfers to the Accumulated Capital Outlay (ACO) Fund to fund capital and maintenance repairs for the County’s Criminal Justice Facilities.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9120 – Fund 264-Contingencies-Courthouse Temp. Const. Fund**

**Megan M. Greve, Director of General Services**

**Justice**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	35,895	19,462	(16,433)	(45.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>35,895</b>	<b>19,462</b>	<b>(16,433)</b>	<b>(45.8%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Courthouse Temporary Construction Fund (BU 4140) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$19,462. This amount reflects the estimated funding available based on the FY2021/22 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9151 – Fund 035-Contingencies-Juv. Hall Rec.-Ward Welfare Fund**  
**Christopher Hansen, Chief Probation Officer**  
**Detention & Corrections**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	118,969	110,769	(8,200)	(6.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>118,969</b>	<b>110,769</b>	<b>(8,200)</b>	<b>(6.9%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Probation Department (BU 8035). The source of revenue is from the telephone company that facilitates collections attributable to collect calls made by youth detained at the juvenile detention facilities. Pursuant to Welfare and Institutions Code §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 \$110,769. This amount reflects the estimated funding available based on the FY2021/22 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 number 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**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	10,953,183	11,050,618	97,435	0.9%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>10,953,183</b>	<b>11,050,618</b>	<b>97,435</b>	<b>0.9%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Recorder/Micrographic Fund (BU 4000). The funds are segregated by purpose and can only be used specifically for the intent they were collected: Micrographics \$3,035,782, Recorder’s System Modernization \$7,017,759, Social Security Number Truncation \$764,870, and Electronic Recording \$232,208. Collection of the Social Security Number Truncation fee was terminated, this represents the remaining balance.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$11,050,618. This amount reflects the estimated funding available for the Fund 215 restricted purposes based on the FY2021/22 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**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	1,934,659	1,869,013	(65,646)	(3.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,934,659</b>	<b>1,869,013</b>	<b>(65,646)</b>	<b>(3.4%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Homeacres Loan Program (BU 8220) to accommodate any financing or loans authorized that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$1,869,013. This amount reflects the estimated funding available based on the FY2021/22 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 - First 5 Solano  
Health & Public Assistance**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	421,098	688,195	267,097	63.4%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>421,098</b>	<b>688,195</b>	<b>267,097</b>	<b>63.4%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the First 5 Grants/Programs Administration Fund (BU 1570) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENT BUDGET SUMMARY**

The Recommended Budget includes a contingency appropriation of \$688,195. This amount reflects the estimated funding available based on FY2021/22 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**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	73,555	102,420	28,865	39.2%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>73,555</b>	<b>102,420</b>	<b>28,865</b>	<b>39.2%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the housing rehabilitation programs, HOME 2010 Program (BU 8217) to accommodate any loans that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$102,420. This amount reflects the estimated funding available based on the FY2021/22 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**

**Terry Schmidtbauer, Director of Resource Management**

**Other Protection**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	32,478	22,282	(10,196)	(31.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>32,478</b>	<b>22,282</b>	<b>(10,196)</b>	<b>(31.4%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Fish/Wildlife Propagation Program Fund (BU 2950) to accommodate any financing needs that may arise during the fiscal year. The source of funding is fine revenues from the Department of Fish and Wildlife.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$22,282. This amount reflects the estimated funding available based upon FY2021/22 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**  
**Terry Schmidtbauer, Director of Resource Management**  
**Public Ways**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	733,714	1,883,752	1,150,038	156.7%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>733,714</b>	<b>1,883,752</b>	<b>1,150,038</b>	<b>156.7%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Public Works Improvements Fund (BU 3020) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$1,883,752. This amount reflects the estimated funding available based on the FY2021/22 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9401 – Fund 101-Contingencies-Public Works**  
**Terry Schmidtbauer, Director of Resource Management**  
**Public Ways**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	6,875,484	12,290,181	5,414,697	78.8%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>6,875,484</b>	<b>12,290,181</b>	<b>5,414,697</b>	<b>78.8%</b>

**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 \$12,290,181. This amount reflects the estimated funding available based on the FY2021/22 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**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	3,307,726	4,855,365	1,547,639	46.8%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>3,307,726</b>	<b>4,855,365</b>	<b>1,547,639</b>	<b>46.8%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the First 5 Solano Children & Families Commission Fund (BU 1530) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$4,855,365. This amount reflects the estimated funding available based upon FY2021/22 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**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	1,095	1,095	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,095</b>	<b>1,095</b>	<b>0</b>	<b>0.0%</b>

**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 \$1,095. This amount reflects the estimated funding available based upon FY2021/22 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9304 – Fund 004-Contingencies-Library**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	20,555,738	17,288,588	(3,267,150)	(15.9%)
SPLASH CONTINGENCIES	0	429,357	317,357	(112,000)	(26.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>20,985,095</b>	<b>17,605,945</b>	<b>(3,379,150)</b>	<b>(16.1%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Fund (BU 6300) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$17,605,945 which includes the Solano Partner Libraries and St. Helena (SPLASH) contingency of \$317,357. The contingency appropriation reflects the estimated funding available based on the FY2021/22 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**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	336,349	586,848	250,499	74.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>336,349</b>	<b>586,848</b>	<b>250,499</b>	<b>74.5%</b>

**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 \$586,848. This amount reflects the estimated funding available based upon FY2021/22 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9180- Fund 037 Contingencies-Library-Zone 2**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	0	866	866	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>866</b>	<b>866</b>	<b>0.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Zone 2 Fund (BU 6180) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$866. This amount reflects the estimated funding available based upon FY2021/22 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9166- Fund 066 Contingencies-Library-Zone 6**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	779	1,003	224	28.8%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>779</b>	<b>1,003</b>	<b>224</b>	<b>28.8%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Zone 6 Fund (BU 6166) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$1,003. This amount reflects the estimated funding available based upon FY2021/22 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**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	7,938	24,251	16,313	205.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>7,938</b>	<b>24,251</b>	<b>16,313</b>	<b>205.5%</b>

**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 \$24,251. This amount reflects the estimated funding available based upon FY2021/22 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9228 – Fund 228-Contingencies-Library Special Revenue**

**Suzanne Olawski, Director of Library Services**

**Library Services**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	56,037	11,140	(44,897)	(80.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>56,037</b>	<b>11,140</b>	<b>(44,897)</b>	<b>(80.1%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Special Revenue 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 \$11,140. This amount reflects the estimated funding available based upon FY2021/22 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9316 – Fund 016-Contingencies-Parks & Recreation**  
**Terry Schmidtbauer, Director of Resource Management**  
**Recreation Facility**

MAJOR ACCOUNTS CLASSIFICATIONS	2020/21 ACTUALS	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	447,182	437,302	(9,880)	(2.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>447,182</b>	<b>437,302</b>	<b>(9,880)</b>	<b>(2.2%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Parks and Recreation Fund (BU 7000) to accommodate any financing needs that may arise during the fiscal year. The source of funding is from Recreation Services revenues, comprised of user fees for use of parks.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$437,302. This amount reflects the estimated funding available based upon FY2021/22 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.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	695,695
FY2022/23 Recommended:	723,301
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 serves 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 \$53,403 or 8% in both revenues and appropriations when compared to the FY2021/22 Adopted Budget.

The increase in revenues is the result of an increase in tax revenue projected for FY2022/23. Contracted services with the City of Vallejo Fire Department are budgeted at \$710,551 and is based on available funding, less administrative support costs. If there is any available Fund Balance at the FY2021/22 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**

On June 23, 2020 the District’s Board approved the adoption of user fees for the District based on the City of Vallejo’s Fire Department’s existing fee schedule and request. District fees will be charged on development, including plan review and inspection services, fire safety inspections, etc. Fee revenue will offset the direct cost of the services provided by the City. User fees are reflected in Miscellaneous Revenues.

<b>SUMMARY BY SOURCE</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>134 - EAST VJO FIRE DISTRICT</b>					
TAXES	650,401	663,450	717,252	53,802	8.1%
REVENUE FROM USE OF MONEY/PROP	889	600	200	(400)	(66.7%)
INTERGOVERNMENTAL REV STATE	4,292	4,231	4,231	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	17	17	18	1	5.9%
MISC REVENUE	2,684	1,600	1,600	0	0.0%
<b>TOTAL REVENUES</b>	<b>658,282</b>	<b>669,898</b>	<b>723,301</b>	<b>53,403</b>	<b>8.0%</b>
SERVICES AND SUPPLIES	655,806	668,017	721,551	53,534	8.0%
OTHER CHARGES	2,477	1,881	1,750	(131)	(7.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>658,282</b>	<b>669,898</b>	<b>723,301</b>	<b>53,403</b>	<b>8.0%</b>

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**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**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**

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be impacted by COVID-19.

**DISTRICT PURPOSE**

The Consolidated County Service Area (CCSA) provides street lighting in the unincorporated areas of Solano County.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	175,070
FY2022/23 Recommended:	176,949
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

**FUNCTION AND RESPONSIBILITIES**

The Consolidated County Service Area (CCSA) provides street lighting in the unincorporated areas of Solano County. This budget funds maintenance of 590 existing streetlights, including 179 streetlights in Homeacres. 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 continued its effort to identify and obtain GPS coordinates of all streetlights observed in the County right-of-way. This effort will allow for digital mapping that will enhance locations of specific streetlights for maintenance in the future. Completion of this work is targeted in FY2022/23.
- The Department will also work with the other light owners (PG&E and local cities) to convert their lights to LED including establishment of a unified numbering system to better identify lights.
- The Department has been working on grant funding options to assist in the conversion of remaining high pressure sodium vapor (HPSV) bulbs to LED.

**WORKLOAD INDICATORS**

Operated and maintained 590 streetlights, of which 485 are LED and 105 are high-pressure sodium.

**DEPARTMENTAL BUDGET SUMMARY**

The FY2022/23 Recommended Budget represents an increase of \$15,220 or 10.1% in revenues and a decrease of \$115,375 or 39.5% in appropriations when compared to the FY2021/22 Adopted Budget.

The increase in revenues is due to a \$18,968 increase in Property Taxes partially offset by a decrease of \$3,752 in Use of Money and Property as a result of reduced interest income.

The decrease in appropriations is primarily the net result of a decrease of \$83,676 in transfers to Reserves, a decrease of \$47,000 in Services and Supplies for the repair of streetlights, poles and bulbs and decreases in PG&E utility bills, and a decrease of \$19,699 in Other Charges for management services provided by the County's Department of Public Works. These decreases are offset by increase of \$35,000 in Operating Transfer-Out to the Accumulated Capital Outlay Fund for the installation of retrofit lighting fixtures.

Contracts

The FY2022/23 Recommended Budget includes a \$40,000 contract for streetlight repair and replacement.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

**9746 – Fund 046-Consolidated County Service Area**  
**Terry Schmidtbauer, Director of Resource Management**  
**Public Ways**

**Functional Area Summary**

<b>SUMMARY BY SOURCE</b>	<b>2020/21 ACTUALS</b>	<b>2021/22 ADOPTED BUDGET</b>	<b>2022/23 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>046 - COUNTY CONSOLIDATED SVC AREA</b>					
TAXES	148,295	142,544	161,512	18,968	13.3%
REVENUE FROM USE OF MONEY/PROP	5,579	7,505	3,753	(3,752)	(50.0%)
INTERGOVERNMENTAL REV STATE	973	958	968	10	1.0%
INTERGOVERNMENTAL REV FEDERAL	4	10	4	(6)	(60.0%)
<b>TOTAL REVENUES</b>	<b>154,851</b>	<b>151,017</b>	<b>166,237</b>	<b>15,220</b>	<b>10.1%</b>
SERVICES AND SUPPLIES	50,690	135,630	88,630	(47,000)	(34.7%)
OTHER CHARGES	6,858	40,440	20,741	(19,699)	(48.7%)
OTHER FINANCING USES	0	0	35,000	35,000	0.0%
CONTINGENCIES AND RESERVES	0	116,254	32,578	(83,676)	(72.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>57,548</b>	<b>292,324</b>	<b>176,949</b>	<b>(115,375)</b>	<b>(39.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

In FY2022/23 the County will convert all remaining 105 HPSV streetlights to LED lighting as part of a County-wide energy conservation project. Any grant funds that are secured in FY2021/22 will be utilized to subsidize the costs of this contract.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 Workforce Innovation and Opportunity Act (WIOA) grants and programs.

<b>Budget Summary:</b>	
FY2021/22 Midyear Projection:	5,592,231
FY2022/23 Recommended:	6,435,132
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	40

**FUNCTION AND RESPONSIBILITIES**

The WDB of Solano County, Inc. 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 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 the State of California, Employment Development Department (EDD). Grants to the North Bay region are included.
- 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.

The WDB also serves businesses through:

- WIOA-funded business supports for recruitment, talent pipeline development, employee upskilling, and other employee-related topics.
- Serving as the host to the Solano-Napa Small Business Development Center (SBDC), funded in part by the Small Business Administration (SBA) via Humboldt State University as NorCal SBDC. The SBDC provides free business advising and training to small businesses in Solano County.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The WDB faces challenges due to the significant employment and small business impacts resulting from the COVID-19 pandemic, while maintaining federal and State mandates under WIOA. These challenges have been, and will continue to be, met through a responsive, data-driven, collaborative effort to best serve the needs of both jobseekers and employers.

Challenges:

- Solano County faces significant unemployment and labor market shifts due to the COVID-19 pandemic and resulting negative economic impacts. Some Solano County residents have struggled to meet basic needs and maintain a steady income. This shift requires changes in service delivery models for job seeker services.
- Small businesses particularly struggled as a result of the COVID-19 pandemic and related closures. Businesses have taken financial losses and had to pivot to respond to the changing landscape. Both the WDB and SBDC faced challenges

**Bill Emlen, County Administrator  
Other Assistance**

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in meeting demand to support small businesses. Both the WDB and SBDC made significant fiscal and programmatic changes to meet the needs of Solano's business community.

- The WDB had to make significant changes to the IT infrastructure and service delivery models to adjust to the social distancing and shift to more virtual services of the COVID-19 environment. Rapid fiscal and programmatic changes were needed in order to meet the talent needs of the county. Continued adjustments will need to be made to pivot effectively in the COVID-19 and post-COVID-19 environment.

Accomplishments:

- The WDB secured a number of new funding streams in the past fiscal year to respond to community needs during the pandemic. Funding included assistance from the Wells Fargo Foundation, Kaiser Permanente, and the Fairfield-Suisun Unified School District to provide hot meals for homeless and low-income families in Vallejo and Fairfield through local small restaurants.
- The WDB increased resources and activities for vulnerable populations, including individuals with disabilities, veterans and military spouses, and justice-involved individuals and implemented discretionary grants for veterans and individuals with disabilities.
- Through a partnership with the City of Vacaville, SBDC supported the launch of Vacaville's Shop Local online platform and launched a Manufacturing roundtable and talent pipeline initiative in Vacaville.
- The WDB and SBDC received funds from both the County of Solano and the County of Napa to administer the California Office of Small Business Advocate's Microenterprise Small Business grant programs.

**WORKLOAD INDICATORS**

- The federal WIOA system has WIOA Indicators for Adult, Dislocated Worker, and Youth programs. These measures include employment 2<sup>nd</sup> Quarter after Exit, Employment 4<sup>th</sup> Quarter after Exit, Median Wages, Credential Attainment, and Measurable Skills Gains for each of the programs. For each indicator, the WDB met or exceeded WIOA goals.
- The federal 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 and 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.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$484,692 or 8.2% in revenues and an increase of \$141,813 or 2.23% in appropriations when compared to the FY2021/22 Adopted Budget. There is no County General Fund support for this budget.

Primary Funding Sources

The primary funding source for the WDB are grants under the federal 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 0% (no increase or decrease) of prior fiscal year's allocations released by EDD.

Overall, the Recommended Budget is based on the best estimates of federal grant funding that will be awarded for FY2022/23, a new allocation of WIOA funding, and a projection of unspent WIOA funds remaining on June 30, 2022, from prior fiscal year(s) that will be available for expenditure in FY2022/23.

This 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 increases or reductions in federal funding, along with possible increases in new grants.



The Recommended Budget includes an increase of \$484,692 in revenues primarily due to increases to both SBDC and WDB from an American Rescue Plan Act (ARPA) allocation from the City of Vallejo for a restaurant resiliency program and a small business grant program, and Microbusiness grant programs for both Napa and Solano Counties. In addition, there is a WIOA funding carryover from FY2021/22 due to a decrease in standard WIOA activity usurped by COVID-19 activities. No new COVID-19 grants are anticipated in FY2022/23 for WDB.

Primary Costs

The Recommended Budget of \$6,435,132 represents an increase of \$141,813 in appropriations when compared to the FY2021/22 Adopted Budget, primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$294,968 primarily due to increases in wages, retirement costs, and insurance rates.
- Services and Supplies reflect a decrease of \$56,698 primarily due to a reduction in Other Professional Services related to anticipated program service contracts that ended in FY2021/22.
- Other Charges reflect a decrease of \$94,457 primarily due to decreases in COVID-19 grant related expenditures. Increases in training classes are offset by decreases in anticipated vocational and work experience wages, along with their correlating supportive services.

Contracts

The FY2022/23 Recommended Budget includes the following significant contracts over \$75,000:

- \$300,000 for WIOA Youth Program contract (FY2022-23 vendor currently being determined).
- \$190,697 for Work Experience Employer of Record contract (Career Catalyst).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2020/21 ACTUAL	2021/22 ADOPTED BUDGET	2022/23 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	2,365	1,000	1,000	0	0.0%
INTERGOVERNMENTAL REV STATE	3,765,525	3,838,542	3,527,574	(310,968)	(8.1%)
INTERGOVERNMENTAL REV FEDERAL	2,200,113	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	1,854,588	1,948,648	2,669,446	720,798	37.0%
MISC REVENUE	124,536	143,850	218,711	74,861	52.0%
<b>TOTAL REVENUES</b>	<b>7,947,126</b>	<b>5,932,040</b>	<b>6,416,732</b>	<b>484,692</b>	<b>8.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,647,843	3,543,796	3,838,764	294,968	8.3%
SERVICES AND SUPPLIES	753,801	888,370	829,672	(58,698)	(6.6%)
OTHER CHARGES	3,413,928	1,861,153	1,766,696	(94,457)	(5.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>7,815,571</b>	<b>6,293,319</b>	<b>6,435,132</b>	<b>141,813</b>	<b>2.3%</b>
<b>NET CHANGE</b>	<b>(131,555)</b>	<b>361,279</b>	<b>18,400</b>	<b>(342,879)</b>	<b>(94.9%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocation since the adoption of the FY2021/22 Budget are provided below.

- Net reduction of 6.0 FTE.

No position changes are included in the FY2022/23 Recommended Budget.

**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.

COVID-19 – The Recommended Budget was prepared during the continued response to the COVID-19 pandemic emergency. At this time, it is unclear if the FY2022/23 Budget will be additionally impacted by COVID-19. Department staff will continue to monitor and evaluate COVID-19 impacts and will provide necessary revisions when verified.

**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 currently 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:**

CY2022:	2,333,229
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	12.7

**FUNCTION AND RESPONSIBILITIES**

The SCFA operates under a contract with the County of Solano which expires on June 30, 2022, unless the contract is amended. Most of SCFA’s revenues are generated by the operations of the fairgrounds. The SCFA 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.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

In response to the COVID-19 pandemic SCFA took the following actions:

- On January 15, 2021, the Solano Emergency Medical Services Cooperatives (SEMSC) invoked the existing Disaster Response Memorandum of Understanding (MOU) activating and using the SCFA facilities the fairgrounds as a mass vaccination site. The initial activation lasted from January 15, 2021 to June 30, 2021.
- On September 9, 2021, SEMSC again invoked the Disaster Response MOU, re-activating and using the SCFA and the fairgrounds as a mass vaccination site. The second activation lasted from September 9, 2021 until January 31, 2022.
- In the 12 months from January 2021 to January 2022, SCFA provided emergency response resources to our community for a total of 313 days (70 clinic days). During that time over 125,000 doses of COVID-19 vaccine, both initial dosage and booster dosages, were administered from the fairgrounds.

SCFA is a non-profit organization in transition; financial challenges and facility needs have required the SCFA to move away from the old fair-centric model to one of a year-round event center focused on supporting and promoting the community of Solano County. SCFA has undertaken an organizational change/re-structuring that is impacting all facets of SCFA’s operation. The Board of Supervisors has expressed concerns about the financial and organizational viability of SCFA. SCFA’s reorganizational efforts focus on expanding the volunteer base, strengthening the committee structure, and maximizing fundraising capabilities.

Accomplishments:

- Facility Usage - While the initial pandemic activation precluded the use of the fairgrounds for other activities, the footprint of the second activation was more limited, allowing for limited facility rental usage. Well below comparable pre-pandemic figures, 2021 year ending Facility Rentals revenue was up 81% over 2020. Solano Race Place 2021 year ending revenue was also up; 21% over comparable 2020 figures.
- Grant Funding - In January 2021, SCFA received full forgiveness for its round one Paycheck Protection Program (PPP) loan (\$258,786). In March 2021, SCFA received funding from the round two PPP loan program (\$258,786). Full forgiveness of the round two PPP loan was received in November 2021. In February 2021, SCFA received its annual share of AB 1499 funding, (\$88,550). Also, in November 2021, SCFA received a one-time \$950,000 state grant reflecting SCFA’s share of the Targeted Support Program funds; a \$50 million appropriation for operational support of the Network of California Fairs included in the FY2021/22 California State Budget.

**Mike Ioakimedes, Executive Director & Chief Executive Officer  
Solano County Fair**

- Utilizing a baseline budget, combined with management based on a retail sales business model, SCFA finished 2021 with its strongest financial position in over 20 years. SCFA cash and cash equivalents on December 31, 2021 were \$2,460,800, a 401% increase over comparable 2020 figures.

**WORKLOAD INDICATORS**

- 15,970 attendees at the Solano Race Place in 2021, operating under a mandated reduced patron capacity. An increase of 25% over the previous year.
- Gross revenue for Solano Race Place for 2021 was \$693,837 an increase of \$118,811 when compared to 2020 gross revenue reflecting a 21% increase in revenue. 2021 net profit for Solano Race Place was \$224,339.
- Facility Rentals for 2021 were \$726,409 an increase of \$325,801 when compared to 2020 rental figures or approximately an 81% increase in sales, 2021 net profit for Facility Rentals was \$251,828.
- Overall SCFA net profit for 2021 was \$1,956,915 an increase of 1,208% over the previous year.

**DEPARTMENTAL BUDGET SUMMARY**

The SCFA budget is based on a calendar year (CY). The CY2022 SCFA Budget reflects total revenues of \$2,191,325 an increase of \$402,558 or 22.5% over the CY2021 Adopted Budget. The CY2022 appropriations total \$2,333,229 reflecting an increase of \$644,755 or 38.2% over the CY2021 Adopted Budget.

**DEPARTMENT COMMENTS**

The 2022 Solano County Fair will take place Thursday, June 16 through Sunday, June 19. The theme is “Bales of Fun!” It is planned that the 2022 Solano County Fair will return to an onsite traditional format.

The SCFA operates under a contract with the County of Solano and expires on June 30, 2022 unless the contract is amended. Most of SCFA’s revenues are generated by the operations of the fairgrounds. The Solano 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. Many of these revenues have been impacted due to COVID-19.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	CY2020 ACTUALS	CY2021 ADOPTED BUDGET	CY2022 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	256,658	1,045,594	1,156,805	111,211	10.6%
INTERGOVERNMENTAL REV STATE	0	120,580	82,030	(38,550)	(32.0%)
CHARGES FOR SERVICES	0	576,943	902,220	325,277	56.4%
MISC REVENUE	41,825	45,650	50,270	4,620	10.1%
<b>TOTAL REVENUES</b>	<b>298,483</b>	<b>1,788,767</b>	<b>2,191,325</b>	<b>402,558</b>	<b>22.5%</b>
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	0	940,292	1,174,659	234,367	24.9%
SERVICES AND SUPPLIES	29,878	703,417	1,096,561	393,144	55.9%
OTHER CHARGES	0	7,133	7,133	0	0.0%
F/A BLDGS AND IMPRMTS	0	37,632	54,876	17,244	45.8%
<b>TOTAL APPROPRIATIONS</b>	<b>29,878</b>	<b>1,688,474</b>	<b>2,333,229</b>	<b>644,755</b>	<b>38.2%</b>
<b>NET GAIN(LOSS)</b>	<b>268,605</b>	<b>100,293</b>	<b>(141,904)</b>	<b>(242,197)</b>	<b>(241.5%)</b>

\*Footnote: The CY2020 Actuals only reflect those figures that flow through the County OneSolution System. SCFA manages their own financial system outside the County Financial System to account for and document their actual revenues and appropriations.

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Utilizing a baseline budget, combined with management based on a retail sales business model, SCFA finished 2021 with its strongest financial position in over 20 years. SCFA cash and cash equivalent on December 31, 2021 were \$2,460,800, a 401% increase over comparable 2020 figures.

**SUMMARY OF POSITION CHANGES**

The total number of Full Time Equivalent (FTE) positions has been increased from 11.3 in calendar year 2021 to 12.7 in 2022. Of the total FTE positions, as of January 1, the number of Benefit Eligible Employees has been increased from 9 in 2021 to 10 in 2022. On December 14, 2021, the County of Solano and the SCFA signed the fourth amendment for the management and operation of the Solano County Fairgrounds to include a stipulation that SCFA may not enroll any new enrollees in the County CalPERS and CalPERS Health Plans for new hires effective January 1, 2022.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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.” SCFA is mindful that Solano360 is entering into an important transitional period. Flexibility and adaptability will be key operational benchmarks for SCFA moving forward in support of the ongoing development efforts. For more details on this ongoing effort, refer to Budget Unit 1820 in the Capital Projects section of the Recommended Budget.

The unfunded pension liability is \$1.6 million as of December 2021. The current system of tying SCFA’s outstanding pension liability debt service to existing CalPERS wages is not sustainable. SCFA’s ongoing efforts to reduce labor costs have led to reductions in the total number of CalPERS eligible positions. In 2004, when the first POB was issued, SCFA had 26 PERS positions. In 2022, SCFA anticipates having ten PERS positions. With the decrease in SCFA PERS wages will come a corresponding decrease in SCFA’s Unfunded Actuarial Liability (UAL) and Pension Obligation Bond (POB) payments. SCFA is working with the County Auditor-Controller and the County Administrator in formulating a long-term solution to the SCFA’s outstanding pension liability.

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**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 §6051.2 and §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 §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.

**A-87** – 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% 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 2083** – Known as System of Care (Chapter 815, statues of 2018) requires each county to develop and implement an MOU outlining the roles and responsibilities of the various local entities that service children and youth in the foster care who have experienced severe trauma.

**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 (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.

# Glossary of Budget Terms and Acronyms

## Glossary

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**ACCOUNTS RECEIVABLE** – An asset account reflecting amounts due from private persons or organizations for goods and services provided (excluding amounts due from other funds or other governments).

**ACCRUAL BASIS** – The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

**ACCRUED EXPENSES** – Expenses incurred but not paid.

**ACCRUED REVENUE** – Revenues earned but not received.

**ACO** – Accumulated Capital Outlay.

**ACTIVITY** – A specific line of work performed to accomplish a function for which a governmental unit is responsible. Example: "Protective Inspection" is an activity performed in the "Public Protection" function.

**ADSEP** – Administrative Segregation, or Administrative Separation. AdSep inmates 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 A-87.

**ADOPTED BUDGET** – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve an Adopted Budget by October 2<sup>nd</sup> each year.

**AGENCY FUND** – A fund used to account for assets held by a government as an agent for individuals, private organizations, or other governments, and/or other funds.

**AOC** – Administrative Office of the Courts (Judicial Counsel).

**APPROPRIATION** – A legal authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

**ARC** – Approved Relative Caregiver (term used in Child Welfare Services) to represent relative care givers who receive cash and benefits for providing care for children who are ineligible to receive federal foster care benefits.

**ARPA** – American Rescue Plan Act of 2021. A \$1.9 trillion coronavirus rescue package designed to facilitate the United States' recovery from the devastating economic and health effects of the COVID-19 pandemic.

**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.

**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 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.



## Glossary of Budget Terms and Acronyms

### Glossary

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**CAC** – County Administration Center in downtown Fairfield.

**CalAIM** – California Advancing and Innovating Medi-Cal. State’s renewed federal waiver in January 2022, an initiative that seeks to improve quality of life and health outcomes by implementing a statewide person-centered approach to providing services and payment reform for the Medi-Cal program.

**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 ASSET** – A tangible asset with a useful life extending beyond a single reporting period such as land, buildings, furniture, and equipment; typically valued in excess of \$5,000.

**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. In March 2020, U.S. lawmakers agreed to pass a \$2 trillion stimulus bill.

**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.

# Glossary of Budget Terms and Acronyms

## Glossary

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**CENTRAL SERVICE COSTS** – Central administrative and overhead costs allocated back to departments through the Administrative Overhead Cost Plan.

**CEQA** – California Environmental Quality Act. A California statute passed in 1970 and signed in to law by then-Governor Ronald Reagan, shortly after the United States federal government passed the National Environmental Policy Act, to institute a statewide policy of environmental protection.

**CFIP** – Capital Facilities Improvements Plan.

**CGC** – California Government Code.

**CGF** – County General Fund.

**CJIS** – Criminal Justice Information System.

**CLETS** – California Law Enforcement Telecommunications System.

**CMIPS** – Case Management Information and Payrolling System.

**CMSP** – County Medical Services Program.

**COLA** – Cost-of-living adjustment.

**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.

**COPPS** – Community Oriented Policing and Problem Solving.

**COPS** – Community Oriented Policing Services.

**CORE PRACTICE MODEL** – Identifies specific required components that support the standards and expectations for practice behaviors by child welfare and mental health staff.

**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.

**COVID-19** – Coronavirus disease 2019, an infectious disease caused by the novel coronavirus (SARS-CoV-2) that appeared in late 2019 and was declared a public health emergency of international concern on January 30, 2020, by the World Health Organization.

**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. An organization that represents California county governments before the California Legislature, administrative agencies, and the federal government.

**CSAC-EIA** – California State Association of Counties – Excess Insurance Authority.

**CSEC** – Commercially Sexually Exploited Children. Program to serve youth who are victims or at risk of commercial sexual exploitation.

**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.

**CY** – Calendar Year.

**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.

# Glossary of Budget Terms and Acronyms

## Glossary

**DCSS** – Department of Child Support Services (County).

**DEBT SERVICE FUND** – A fund established to account for the accumulation of resources for the payment of interest and principal for general long-term debt.

**DEFEASANCE** – The legal release of a debtor from being the primary obligor under the debt, either by the courts or by the creditor. Also referred to as a legal defeasance.

**DEFERRED REVENUE** – Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

**DEFICIT** – (a) The excess of the liabilities of a fund over its assets; (b) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

**DELINQUENT TAXES** – Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached.

**DESIGNATION** – For government fund types, a segregation of a portion of the unreserved Fund Balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement, financing receivables, etc.

**DJJ** – California Department of Corrections and Rehabilitation, Division of Juvenile Justice.

**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.

**EDD** – State of California, Employment Development Department.

**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).

# Glossary of Budget Terms and Acronyms

## Glossary

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**FINAL BUDGET** – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2<sup>nd</sup> each year.

**FISCAL YEAR** – A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**FIXED ASSETS** – A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$5,000.

**FQHC** – Federally Qualified Health Centers. 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).

**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.

**FURS** – Family Urgent Response System. Created to respond to calls from caregivers, current or former foster children, or youth from both the Child Welfare and Probation Systems during moments of instability.

**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** – The main operating fund to provide County services comprised of revenue and appropriation accounts.

**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.

## Glossary of Budget Terms and Acronyms

### Glossary

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**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.

**GOVERNMENTAL FUNDS** – Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

**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, HIPAA 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.

**HHAP** – Homeless Housing Assistance and Prevention Grant. Provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homeless challenges.

**HIE** – Health Information Exchange.

**HUD** – Housing and Urban Development.

**HUTA** – Highway Users Tax Account. Commonly referred to as the gas tax, the Road Repair and Accountability Act (see SB 1).

**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 Medi-Cal and County funds.

**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.

**INTERFUND REVENUE / EXPENSE** – Revenue or Expense resulting from transactions for goods or services provided or received between government fund types, not including internal service funds.

**INTERNAL CONTROL STRUCTURE** – Policies and procedures established to provide reasonable assurance that specific government objectives will be achieved.

**INTERNAL SERVICE FUND (ISF)** – 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)

**INTRAFUND REVENUE / EXPENSE** – Revenue or Expense between departments or divisions within the same fund.

**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

# Glossary of Budget Terms and Acronyms

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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.

**LNU Lightning Complex Fire** - large complex of wildfires that burned during the 2020 California wildfire season across much of the Wine Country area of Northern California – Lake, Napa, Sonoma, Solano, and Yolo Counties, from August 17 to October 2, 2020.

**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.

**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.

**MEHKO** – Microenterprise Home Kitchen Operations.

**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.

**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.

**MOE** – Maintenance of Effort. 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.

**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.

**NPLH** – No Place Like Home. On July 1, 2016, Governor Brown signed legislation enacting the No Place Like Home program to dedicate bond proceeds to invest in the development of permanent supportive housing for persons who are in need of mental health services and are experiencing homelessness, chronic homelessness, or who are at risk of chronic homelessness. In November 2018, voters approved Proposition 2, authorizing the sale of up to

# Glossary of Budget Terms and Acronyms

## Glossary

\$2 billion of revenue bonds and the use of Proposition 63 taxes for the No Place Like Home (NPLH) program.

**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.

**PPE** – Personal Protective Equipment.

**PPP** – Paycheck Protection Program.

**PPS** – Prospective Payment System.

**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 2 (PROP 2)** – Passed by the voters in November 2018, this measure gave the State authority to use revenue from Proposition 63, a 1% tax on income above \$1 million for mental health services, on \$2 billion in revenue bonds for homelessness prevention housing for persons in need of mental health services.

**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.

# Glossary of Budget Terms and Acronyms

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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.

**PROPOSITION 172 (PROP 172)** – Passed in November 1993, this measure established a ½ 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 or specific criteria and requirements. All new taxes, fees and assessments require a two-thirds vote.

**PSPS** – Public Safety Power Shutoff.

**PTAF** – Property Tax Administration Fee.

**PY** – Program Year.

**PYRETHROID MANAGEMENT** – A new program requirement from the State Water Resources Control Board that requires the County to reduce usage of pyrethroid-



## Glossary of Budget Terms and Acronyms

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based insecticides through collaborative education, outreach, and reporting.

**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 and 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.

**RTIF** – Regional Transportation Improvement Funds.

**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. (see Prop 36)

**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 823** – Juvenile Justice Realignment. Outlines the closure of the California Department of Corrections and Rehabilitation, Division of Juvenile Justice (DJJ). Beginning July 1, 2021, a youth shall not be committed to the Department of Corrections and Rehabilitation, DJJ. Youth who would have previously been eligible for DJJ commitments must generally remain under the care and custody of the local probation department, except for a limited population of youth who meet specified criteria. Youth committed to DJJ before July 1, 2021 may remain there until discharged, released, or otherwise moved pursuant to law.

**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

# Glossary of Budget Terms and Acronyms

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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 attorneys and public defenders in the resentencing process, this bill imposed a State-mandated local program.

**SBA** – Small Business Administration.

**SBDC** – Small Business Development Center.

**SCFA** – Solano County Fair Association.

**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 of 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.

# Glossary of Budget Terms and Acronyms

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**SCIPS** – Solano County Integrated Property Systems. Provides information management systems and related services in a timely manner to those County departments responsible for the administration of property tax and the recording of official documents.

**SCWA** – Solano County Water Agency.

**SDHS** – State Department of Health Services.

**SECURED ROLL** – Assessed value of real property, such as land, buildings, secured personal property or anything permanently attached to land as determined by each County Assessor.

**SECURED TAXES** – Taxes levied on real properties in the County that can be "secured" by a lien on the properties.

**SEMSC** – Solano Emergency Medical Services Cooperative.

**SERVICES AND SUPPLIES** – An object (category) of expenditure that establishes expenditures for the operating expenses of County departments and programs.

**SFCS** – Solano Family and Children's Services. (See Proposition 10)

**SFJC** – Solano Family Justice Center. (See Solano Family Justice Center)

**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.

**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.

**SUBJECT** – A detailed description by category of expenditure and revenue type with an object; also called an "account" or "line item." The specific names of most subobjects are designated by the State (i.e., "Small Tools and Instruments").

**SUCCESSOR AGENCIES** – Agencies responsible for winding down the affairs of the redevelopment agencies at the local level. Successor agencies manage redevelopment projects currently underway, make payments on enforceable obligations, and dispose of redevelopment assets and properties.

**SUPPLEMENTAL TAX ROLL** – The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when a change to the status of the property occurs, rather than once a year as was previously the case.

**SWP** – State Water Project.

**SWRCB** – State Water Resources Control Board.

**TAFB** – Travis Air Force Base.

**TANF** – Temporary Assistance for Needy Families. TANF was created to replace Aid to Families with Dependent Children (AFDC), Emergency Assistance (EA), and Job Opportunities and Basic Skills Training (JOBS). It provides a block grant to States to enable temporary assistance to needy families and creates new work requirements and time limits. In California, the program is known as CalWORKS.

**TAX LEVY** – Amount of tax dollars raised by the imposition of the property tax rate on the assessed valuation.

**TAX RATE** – The rate per one hundred dollars applied to the assessed valuation base necessary to produce the tax levy.

**TAX RELIEF SUBVENTION** – Funds ordinarily paid to compensate for taxes lost because of tax relief measures, such as homeowner's exemption.

**TDA** – Transportation Development Act.

**TEA 21** – Transportation Equity Act for the 21<sup>st</sup> Century.

**TEETER PLAN** – A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes as they are collected.

**TEMPORARY POSITION** – See Extra-Help.

## Glossary of Budget Terms and Acronyms

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**TRAN(S)** – Tax Revenue Anticipation Notes. Notes or warrants issued in anticipation of collection of taxes, usually retireable only from tax collections and frequently only from the proceeds of the tax levy whose collection they anticipate.

**TRIAL COURT FUNDING** – The Trial Court Funding Act of 1997 effectively separated the budgetary and administrative function of the trial courts from the County and made the State responsible for funding trial court operations. The County's fiscal responsibility is limited to a Maintenance of Effort.

**TRUST FUND** – A fund used to account for assets held by a government in a trustee capacity.

**UAAL** – Unfunded Accrued Actuarial Liability.

**UNALLOCATED REVENUES** – Revenues that are for general purposes. Also known as discretionary, unrestricted, or local-purpose revenues.

**UNINCORPORATED AREA** – The areas of the County outside city boundaries.

**UNSECURED TAX** – A tax on properties, such as office furniture, equipment, and boats that are not secured by real property owned by the assessee.

**USE TAX** – A tax on goods purchased outside the State to prevent revenue loss from avoidance of sales taxes by means of out-of-state purchases. A use tax is also levied in order to remove inequities between purchases made within and outside the State.

**VBM** – Vote-by-Mail.

**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.

**VLFF** – Vehicle License Fees.

**WDB** – Workforce Development Board.

**WIC** – Women, Infants, and Children.

**WIOA** – Workforce Investment and Opportunity Act. Signed into law by President Barack Obama on July 22, 2014. A United States public law that replaced the previous Workforce Investment Act of 1998 as the primary federal workforce development legislation to bring about increased coordination among federal workforce development and related programs.

**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.



# SOLANO COUNTY

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**FY2022/23  
Recommended  
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