SOLANO COUNTY

FY2019/20 Recommended Budget

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

- **California Dental Association (CDA) Cares Solano 2019:**
  The CDA Foundation's volunteer dental clinic, CDA Cares, in partnership with Solano County, provided nearly $1.3 million in charitable dental services to 1,491 people at the Solano County Fairgrounds on March 8 – 9, 2019. During the two-day event, dentists and dental professionals performed 8,955 free procedures, including fillings, extractions and cleanings. Additionally, the clinic also provided patients with valuable oral health education.

- **Solano Library Foundation's Women's History Luncheon:**
  More than 250 people packed the Joseph A. Nelson Community Center in Suisun City as part of the twelfth annual Women's History Month Luncheon in March. The sold-out event honors Solano County women who make a positive difference in the community, with all proceeds supporting books about women for the Solano County Library. This year's theme was honoring visionary women – champions of peace and nonviolence. Pati Navalta, author, anti-gun violence advocate, and founder of the Robby Poblete Foundation is the 2019 Woman of the Year.

- **Youth Ag Day event at the Solano County Fairgrounds:**
  More than 3,500 third graders from across Solano County visit the Solano County Fairgrounds each March for the annual Youth Ag Day event. The event, now in its seventeenth year, features a wide variety of rotational learning stations and hands-on displays, giving students the opportunity to learn about food, soil, fiber, ranching and agricultural production from new perspectives, with an emphasis on the rich agricultural history in Solano County.

- **Aerial View of the Vallejo Waterfront**:
  Located at the confluence of the Napa River and San Francisco Bay, the Vallejo waterfront is a unique mixture of commercial, industrial, residential, educational and cultural scenes. Mare Island, the nation's first U.S. Navy shipyard, is home to the U.S. Region 5 Forest Service, Touro University and 5,000 acres of commercial, residential and open space. Commuters and visitors alike catch a boat at the Vallejo Ferry terminal, quickly connecting them to employment, sporting events and tourist destinations in the San Francisco Bay Area. Additionally, the U.S. Naval Shipyard museum attracts visitors from around the region to learn about Vallejo's unique maritime history and culturally significant events.

From the County Administrator

May 24, 2019

Members of the Board of Supervisors:

I am pleased to present Solano County's Recommended Budget for FY2019/20. The new budget represents an $11,460,177 or 1.1% increase from the FY2018/19 Adopted Budget and sets forth appropriations of $1,082,219,710. The Recommended Budget is balanced, although not structurally, and relies on local, State and federal revenues, the use of fund balances and draws from reserves. The budget recommendations address State and federal mandates, including funding for programs and services in support of Board priorities.

As we approach the end of another successful year in Solano County, and consider the recommendations included in this budget, it is important to focus on our achievements and our challenges. This budget includes narratives and discussions that highlight these two critical indicators for each of our Department budgets. The Recommended Budget continues the Board's commitment to make investments for the benefit of our clients, customers, residents, visitors, and our hard-working dedicated staff so that we can achieve the County Mission to serve the people and provide a safe and healthy place to live, learn, work and play.

We are mindful of the integral role that all County employees play in implementing and running mandated and discretionary County programs and services and applaud the commitment of our employees for being innovative, adaptive, creative, and proactive in the provision of public services.

The Recommended Budget continues to position the County to address rising pension and other benefits costs while maintaining a competitive wage to attract and retain the expertise necessary to delivery outstanding service to our residents. In addition to our staff, we remained focused on our Capital investments in County facilities and technology. As our existing buildings age, continuous maintenance and renewal are critical to preserving County assets for public benefit and County operations. The Recommended Budget strives to provide funding for employee costs and capital investment, while delivering programs and services through 19 County Departments.

The FY2019/20 Recommended Budget includes the strategic addition and deletion of County positions to address changing mandates and evolving operational needs, resulting in a workforce of 3,071.4 full-time employee (FTE) positions, (excluding extra help positions). This 1.3% net increase in positions, most of which are funded with non-General Fund revenue, places the County workforce in-line with staffing levels from two years ago, in FY2017/18 when our workforce totaled 3,068 FTE.

While Solano County's population continues to grow, we have seen indications of financial recovery in the cities and the County, albeit at a slower rate than much of the Bay Area. Our geographic location with moderate home prices, enables us to attract and retain staff, maintain agriculture and ensure flexibility for missions at Travis Air Force Base due to our General Plan. We are fortunate, in comparison to many rural and suburban California counties, some of whom have sustained repeated disasters including devastating fires, flash floods, and mudslides in the past few years. We benefit from our land use plan patterns, geography, and the coordinated efforts of local, regional and State first responders such as CAL FIRE. Our favorable financial position is in part due to a diverse economic base, less destructive emergencies, and our proximity to the job markets in the greater Bay Area and Sacramento.

SOLANO COUNTY

Our County's fiscally prudent management policies will enable the County to continue to partner and collaborate so that we can tackle the challenges that still face our communities including homelessness, income and food insecurity, increased competition and demand for affordable housing, drug and mental health issues, a lack of child care for our residents and protection of the Delta. Furthermore, through our continued investment in economic development for job creation, and the promotion of the opportunities in Solano County, we will continue to achieve success in our job training programs, and in the objective of self-sufficiency for our clients.

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

I also want to recognize and thank the Department Heads, County employees, and our community partners who have continued the ongoing effort to help identify opportunities to streamline services and reduce costs, to find innovative ways to provide services to our most vulnerable, and to help others find their way back into a healthy and productive life in our communities. As we await the results of the new Governor's first budget and policies; a resolution of the federal Budget; and prepare for another fire season; I remain hopeful that by maintaining existing and forming new partnerships we can find solutions to provide key services in our County.

Respectfully submitted,

Birgitta E. Corsello
County Administrator

Board of Supervisors

Erin Hannigan
Chairwoman
District 1

Monica Brown
Vice-Chair
District 2

James P. Spering
District 3

John M. Vasquez
District 4

Skip Thomson
District 5

SOLANO COUNTY'S MISSION

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

SOLANO COUNTY'S VISION

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

CORE VALUES

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

Dignity: Treat all persons with respect

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

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

Leadership: Be personally responsible and a positive example for others

GOALS

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

Ensure responsible and sustainable land use

Maintain a safe community

Invest in and for the future

County of Solano

Budget Team & Department Head Listings

Budget Team

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

Department Head Listing

Agricultural Commissioner - Sealer of Weights & Measures	Jose Arriaga	784-1310
Assessor / Recorder	Marc Tonnesen	784-6200
Auditor - Controller	Phyllis Taynton	784-6280
Department of Information Technology / Registrar of Voters	Tim Flanagan	784-6675
County Administrator	Birgitta E. Corsello	784-6100
County Counsel	Dennis Bunting	784-6140
Child Support Services	Pamela Posehn	784-3606
District Attorney	Krishna Abrams	784-6800
General Services	Megan Greve	784-7900
Health & Social Services	Gerald Huber	784-8400
Human Resources / Risk Management	Marc Fox	784-6170
Library	Bonnie Katz	784-1500
Probation	Christopher Hansen	784-7600
Public Defender - Alternate Public Defender	Elena D'Agustino	784-6700
Resource Management	Bill Emlen	784-6765
Sheriff / Coroner	Tom Ferrara	784-7030
Treasurer / Tax Collector / County Clerk	Charles Lomeli	784-6295
Veterans Services	Ted Puntillo	784-6590
Workforce Development Board (WDB)	Heather Henry	863-3501

County of Solano

Organizational Chart

Electorate

Board of Supervisors

Erin Hannigan
District 1

Monica Brown
District 2

James P. Spering
District 3

John M. Vasquez
District 4

Skip Thomson
District 5

County Counsel
Dennis Bunting

County Administrator
Birgitta E. Corsello

Elected Officials

Auditor - Controller
Phyllis Taynton

District Attorney
Krishna Abrams

Assessor / Recorder
Marc Tonnesen

Sheriff / Coroner
Tom Ferrara

Treasurer / Tax
Collector / County Clerk
Charles Lomeli

Appointed Officials

Interim Ag. Comm. / Sealer
Jose Arriaga

General Services
Megan Greve

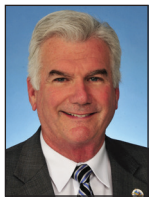
Human Resources
Marc Fox

H&SS
Gerald Huber

Interim Public Defender
Elena D"Agustino

Library
Bonnie Katz

Resource Mgmt.
Bill Emlen


Veterans Services
Ted Puntillo

DoIT / ROV
Tim Flanagan

Probation
Christopher Hansen

Child Support Services
Pamela Posehn

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COUNTY ADMINISTRATOR'S BUDGET MESSAGE

DATE: May 24, 2019

TO: Board of Supervisors

FROM: Birgitta E. Corsello, County Administrator

SUBJECT: FY2019/20 Recommended Budget

The County Administrator's office recommends that the Board of Supervisors conduct Budget Hearings beginning at 9:00 a.m. on June 18, 2019 and adopt a County Budget for FY2019/20 at the conclusion of the hearings. During the hearings, the Board will be requested to consider and approve funding new positions, investments in technology, equipment and facilities, approve funding contracts for services, contributions to Non-County Agencies, draws and contributions to reserves, and the use of one-time funds received in FY2018/19.

In developing the Recommended Budget for FY2019/20, departments were asked to submit a budget that considered their requirements to provide services to the community and to factor in the ability to address increased operating needs and cost in a competitive labor market with the potential of restrained growth in the General Fund. The FY2019/20 Recommended Budget reflects a concentrated effort to balance increasing labor costs and service demands while continuing to address Board priorities and mandated programs. We remain confident that the ongoing use of Board adopted Budget Strategies, and sound financial practices, will enable the Board and departments to continue their commitment to provide essential and effective services leveraging technology, partnerships, and State and federal funding when feasible.

We have worked close with Departments to make recommendations that reflect continued efforts to mitigate increasing operational costs, staffing needs and increasing State mandates with other methods to provide services. The recommendations are intended to address what we need today, with what we anticipate is coming in the next year in new legislation or reduced federal funding. We are recommending setting aside funds for known financial obligations including pension, capital renewal and technology refresh, and contributions to various reserves for "rainy days." We have anticipated and need to prepare to handle additional changes in State and federal requirements and funding, so maintaining reserves and contingencies is recommended.

The FY2019/20 Recommended Budget includes a section dedicated to the County Statistical Profile. This section provides key information on Solano County's current economic outlook and captures indicators including population growth, unemployment and the economy, changes in personal income and how it affects purchasing power, health insurance and public assistance, commuter trends, housing and rental affordability and building trends. (*See County Statistical Profile Section*).

Included in this budget message are the following budget-related sections: 1) Budget Overview; 2) Financial Summary; 3) General Fund Reserves, Designations & Commitments and Fund Balance; 4) Overview of the federal and State Budget discussions; 5) Economic Risks; 6) FY2019/20 General Fund Recommended Budget; 7) General Fund and Fiscal Projection; 8) Pending Issues and 9) Summary of Recommendations.

BUDGET OVERVIEW

TOTAL FINANCING REQUIREMENTS - ALL GOVERNMENTAL FUNDS FY2019/20				
FUND NAME	**FY2018/19 ADOPTED BUDGET**	**FY2019/20 RECOMMENDED**	**CHANGE**	**% CHANGE**
GENERAL FUND	$ 298,052,344	$ 290,326,192	$ (7,726,152)	(2.6%)
SPECIAL REVENUE FUNDS	$ 727,441,178	$ 761,128,158	$ 33,686,980	4.6%
CAPITAL PROJECT FUNDS	$ 28,081,506	$ 13,517,136	$ (14,564,370)	(51.9%)
DEBT SERVICE FUNDS	$ 17,184,505	$ 17,248,224	$ 63,719	0.4%
TOTAL GOVERNMENTAL FUNDS	**$ 1,070,759,533**	**$ 1,082,219,710**	**$ 11,460,177**	**1.1%**
BUDGETED POSITIONS	3,029.75	3,071.40	41.65	1.4%

The FY2019/20 Recommended Budget for Governmental Funds is balanced and totals $1,082,219,710 (*Schedules 1 and 2*). The total budget represents an increase of $11.5 million or 1.1% when compared to the FY2018/19 Adopted Budget and utilizes local, State and federal revenues, as well as the use of Fund Balances with limited draws from reserves.

The most significant budget change is reflected in the Special Revenue Funds, which increased by $33.7 million primarily due to increases in Public Safety, Health & Social Services, IHSS, Public Facilities, Road and other funds, including the addition of the Napa/Solano Area Agency on Aging. The Capital Project Funds have decreased by $14.6 million due to completion of construction of the SB 1022 Rourk Training Facility project mostly occurring in FY2018/19. The decrease in the General Fund of $7.7 million is primarily due to reduced transfers to reserves and contingencies in FY2018/19; and the reductions of the one-time funding of SB 90 claims reimbursement of $7.2 million received in FY2018/19. These decreases are partially offset by increases in appropriations in General Fund departments, primarily reflecting increased labor costs and increased General Fund contributions to Public Safety when compared to the FY2018/19 Adopted Budget. The Debt Service Funds remained substantially unchanged from the FY2018/19 Adopted Budget. Overall, the FY2019/20 Recommended Budget for All Governmental Funds increased by 1.1% when compared to the FY2018/19 Adopted Budget.

The FY2019/20 Recommended Budget uses the February 2019 Midyear Financial Report projected Fund Balances for 6/30/19 and draws down $16.9 million from various Departments committed Fund Balances to meet planned for County obligations. Consistent with sound financial practices, one-time General Fund revenues are recommended to be used to offset one-time costs wherever feasible. FY2019/20 uses some draws to fund liabilities for employee related benefits for increased PERS employer rates and to fund contributions to capital renewal reserves for the maintenance of the County buildings.

The Recommended Budget proposes a workforce of 3,071.4 FTE positions, excluding extra-help positions and a reduced vacancy rate. The recommendations reflect a net increase of 41.65 FTE from FY2018/19 Adopted Budget of which 16.9 FTE were added in FY2018/19. A net difference of 24.75 FTE total additions results from the addition of 53.25 FTE, the deletion of 26.5 vacant FTEs, and 2.0 FTE expiring limited-terms included in the FY2019/20 Recommended Budget. The year to date position changes and those recommended in the Budget reflect the continued efforts to align allocated positions throughout the County with evolving operational requirements.

The following Budget Summary narrative is accompanied by a series of budget tables that are intended to describe the budgeted expenditures and associated revenue used to fund the programs and services outlined in the respective budget units. The

individual Department Recommended Budget narratives provide the following information: the purpose; function and responsibilities; significant challenges and accomplishments as identified by the Department Head; workload indicators (where pertinent and relevant); a summary of significant adjustments to the operation or budget; summary of position changes; and identification of pending issues and policy considerations as identified by the Department Head.

The following pages include a financial overview of the FY2019/20 Recommended Budget.

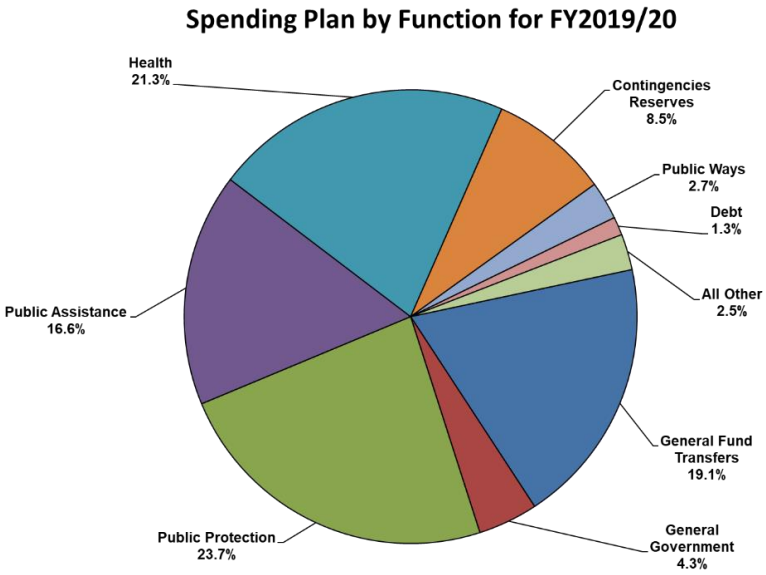
FINANCIAL SUMMARY

The Governmental Funds Spending Plan by Function graph portrays a total of $1.1 billion. The graph indicates the percent of the total for each of the functional areas required within the Governmental Funds part of the County Budget.

Public Protection represents the single largest category of County appropriations at 23.7% in the FY2019/20 Recommended Budget, which is in-line with the FY2018/19 Adopted Budget. Public Protection spending is projected to increase $9.6 million in FY2019/20 with the largest increases being in labor cost including wages, medical and retirement, inmate medical costs, Countywide Administrative Overhead charges, and insurance.

Public Assistance, at 16.6%, and Health, at 21.3%, represent the social safety net function of County government, which together represents an increase from FY2018/19. Health spending is projected to increase by $17.1 million in FY2019/20, primarily due to increased labor costs, contracted direct services, and transfers to reserves.

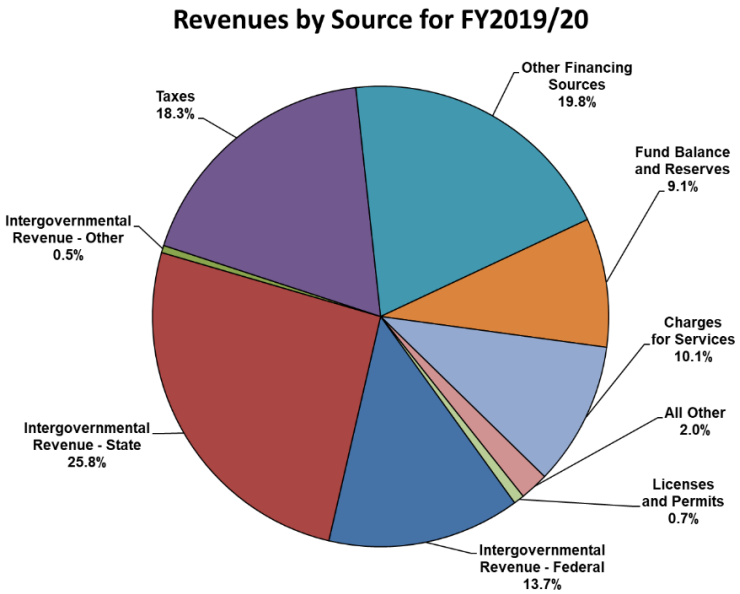
General Fund Transfers increase from a 16% share of the FY2018/19 Adopted Budget to a 19.1% share of the FY2019/20 Recommended Budget, reflecting the increases in Public Safety and Public Assistance.



GOVERNMENTAL FUNDS
Total: $1,082,219,710

The Revenues by Source graph illustrates the different sources of funding to finance the Governmental Funds Budget. The largest revenue sources are Intergovernmental Revenue from State and federal agencies, which collectively account for 39.5% of the FY2019/20 Recommended Budget and generally have specific requirements on how funding can be used. Intergovernmental Revenue from State and federal agencies increased by approximately $16.8 million primarily due to increases in Medi-Cal, other H&SS programs and Federal construction revenue in the Road Fund. Taxes represent 18.3% of the FY2019/20 revenue projections, which is up slightly from the 17% share in FY2018/19.

Other Financing Sources, which includes the transfer of funding between government budgets, represents 19.8% share of the FY2019/20 projected revenues, which is in-line with a 20% share in FY2018/19. Fund Balance and Reserves represent a 9.1% share of the FY2019/20 revenues, which is a decrease from the 11% share in FY2018/19.



The General Fund Spending Plan (*Fund 001*) graph portrays a total of $290.3 million. The Public Safety category represents the single largest category of expenditures at 43.5% in FY2019/20, which is a decrease from a 48% proportional share in FY2018/19. This category includes the Sheriff, District Attorney, Public Defender, Alternate Public Defender, Other Public Defense and Probation.

The General Government/All Other category represents a 32.2% share in FY2019/20, an increase from a 24% share in FY2018/19. Functions listed under this category include Agricultural Commissioner, Resource Management, Registrar of Voters (ROV), and General Government. FY2019/20 includes a one-time ROV vote tabulation equipment purchase.

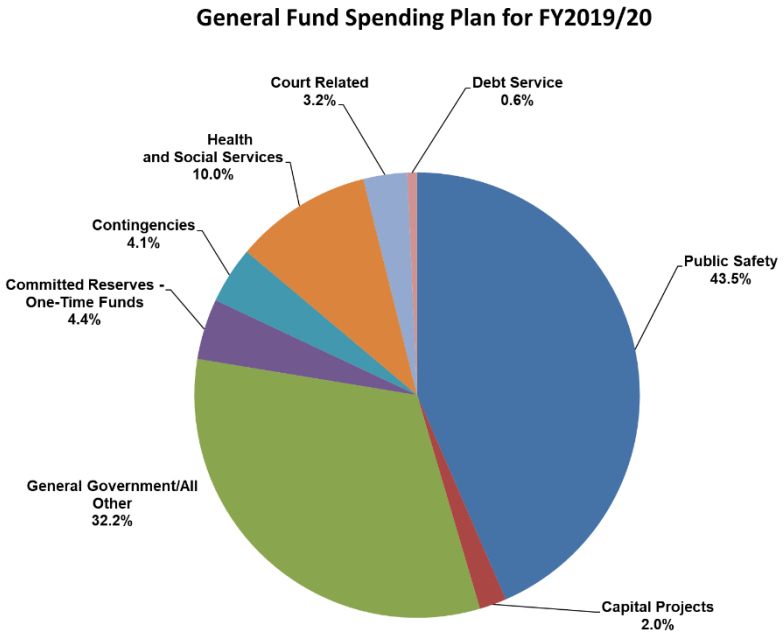
Health & Social Services is the third largest category of General Fund use at 10% of the total, which is down from 12% share in FY2018/19 which included one-time transfer of SB 90 Revenue from the State used to establish a reserve for Mental Health services and a Permanent Supportive Housing Reserve in FY2018/19. The County's Maintenance of Effort (MOE) for the Courts is 3.2% of the total.

The Recommended Budget includes $12.8 million in one-time funds allocated to committed Fund Balances to address impacts of known future obligations for retirement and capital renewal costs.

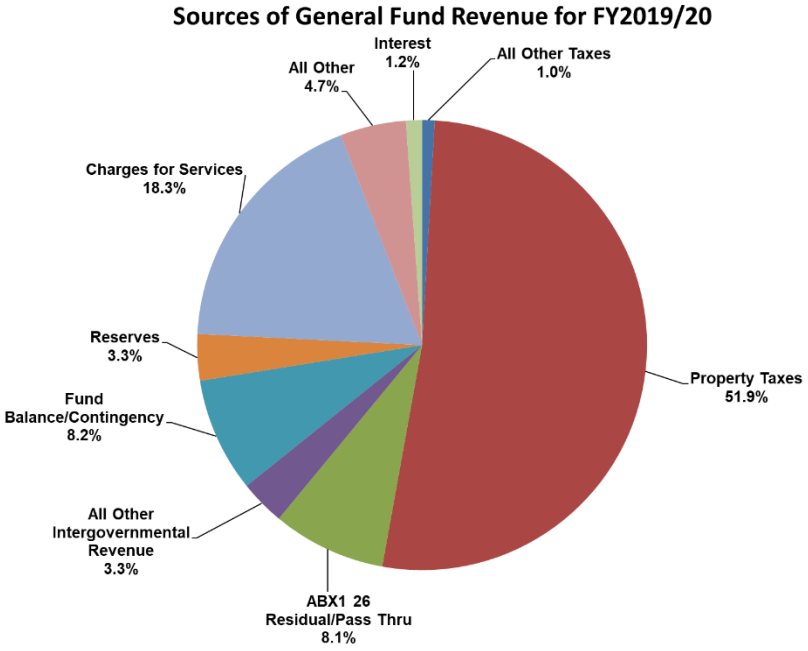
The Sources of General Fund Revenue graph provides information concerning General Fund financing for County operations.

Revenues derived from property values account for over half of General Fund revenues, with Property Taxes at 51.9% and ABX1 26 Residual and Pass-Through at 8.1%. Property taxes include secured, unsecured, supplemental, unitary, property tax in lieu of Vehicle License Fee (VLF) and property transfer tax. The FY2019/20 Recommended Budget projects a net increase of $9.4 million in these property related revenues when compared to the FY2018/19 Adopted Budget.

The second largest source of revenue is Charges for Services at 18.3%, which includes fees, permits, licenses, property tax administration fees and reimbursements for County costs of service. As shown, the third largest category is Fund Balance/Contingency at 8.2%. The General Fund projected Fund Balance at the end of FY2018/19 becomes a means of financing for the FY2019/20 Recommended Budget.



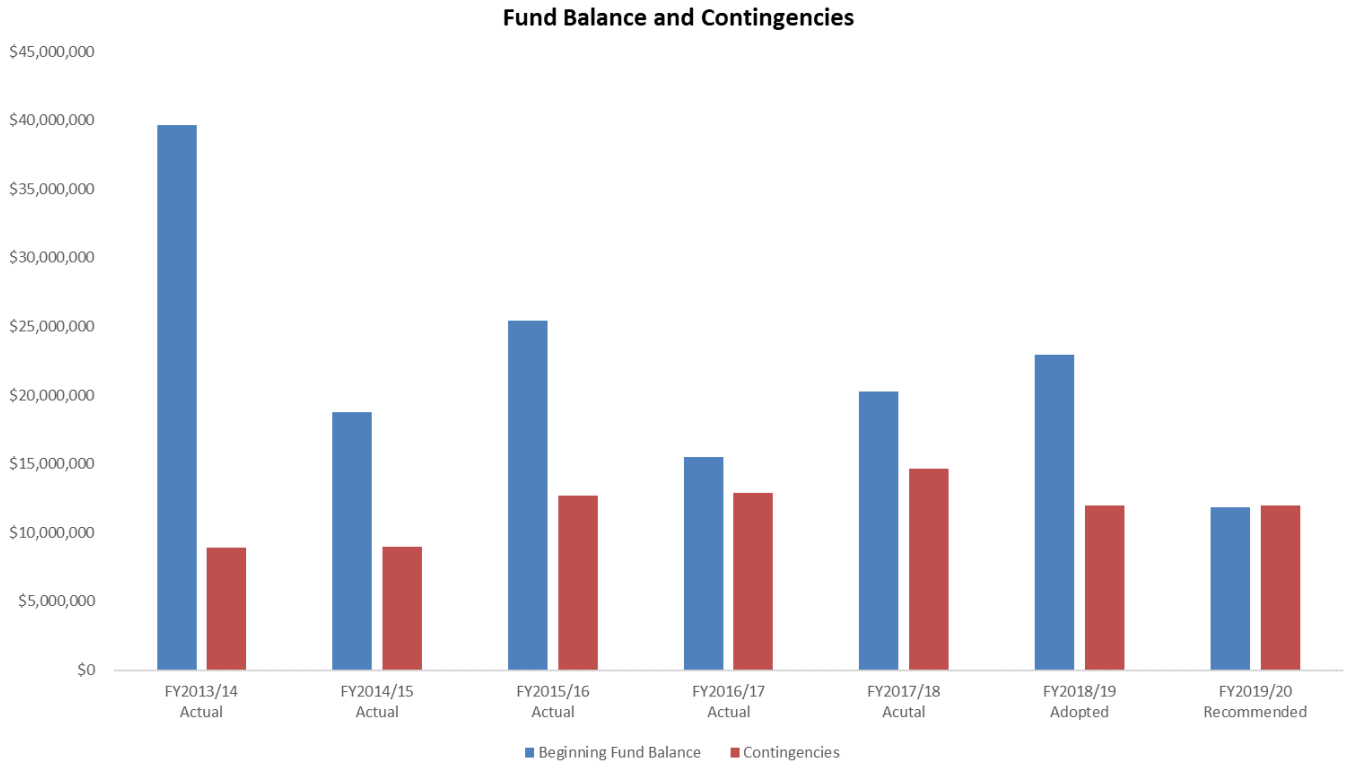
GENERAL FUND
Total: $290,326,192



GENERAL FUND RESERVES, DESIGNATIONS & COMMITMENTS AND FUND BALANCE

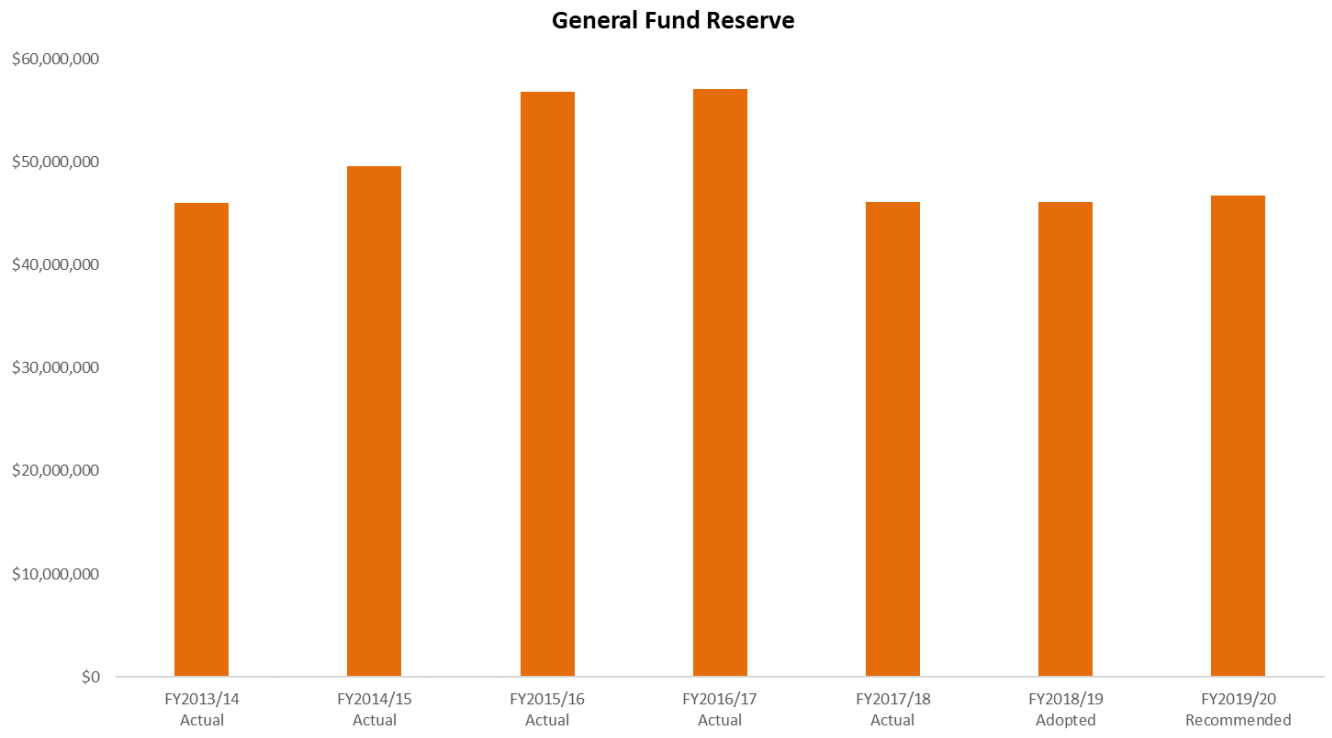
The Board has a set of adopted financial policies and overarching principles intended to position the County to address the range of investments necessary to sustain and provide services. In establishing the Reserves, the County's intent is to have resources for the "rainy day" created by economic downturns, natural and manmade disasters, expected and unexpected for costs for facility repairs and insurance to draw from these resources and strategically step-down programs to align ongoing expenditures with ongoing revenues. However, in the past, the rate of decline in County revenues outpaced projections. At the same time, the State implemented changes in program responsibilities and funding in criminal justice, health care and Social Services Programs, and dissolved redevelopment agencies. These changes provided one-time revenues that augmented cost containment efforts, which allowed the County to direct resources ensure sustainable sources of funds to manage future known and unknown fiscal exposures.

In better economic times the Board consciously set monies aside to fund and finance some of the General Fund obligations, liabilities, and responsibilities. The strong fiscal policies established and maintained by the Board and the execution of those policies by the County departments continues to strengthen the County's financial position. The establishment of the General Reserve and the funding of the various General Fund designated Reserves has allowed the County to manage through the past economic downturn. A stable economy is anticipated for FY2019/20; however, a tighter hiring and labor market, increased costs of labor and goods, and a slowing growth in statewide sales tax revenues will have a financial impact on the County and further cost containment efforts may be necessary. In the following paragraphs, the unfunded obligations and potential liabilities that lie ahead are discussed in connection with the General Fund Reserves, designations and commitments, and Fund Balance.



The Fund Balance at June 30, 2019 is projected at $23.9 million, which includes $12 million for Contingencies.

On February 13, 2007, the Board adopted the General Fund Contingency policy to establish a level equal to 10% of the General Fund total budget. The current recommendation from staff for FY2019/20 is to maintain a $12 million contingency amount within the General Fund which is approximately 4.1% of Proposed General Fund Expenditures, in-line with FY2018/19. Based on the FY2019/20 Recommended Budget 10% of the General Fund would be $29 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 vote of the Board of Supervisors.



Per Board adopted policy which is outlined in the Budget Construction and Legal Requirements section of the FY2019/20 Recommended Budget the General Fund General Reserve will be maintained at a level equal to 10% of the County's total budget excluding inter-fund transfers, with a minimum balance of $20 million at all times. This level will be maintained to provide the County with sufficient working capital and a comfortable margin to support one-time costs for the following purposes:

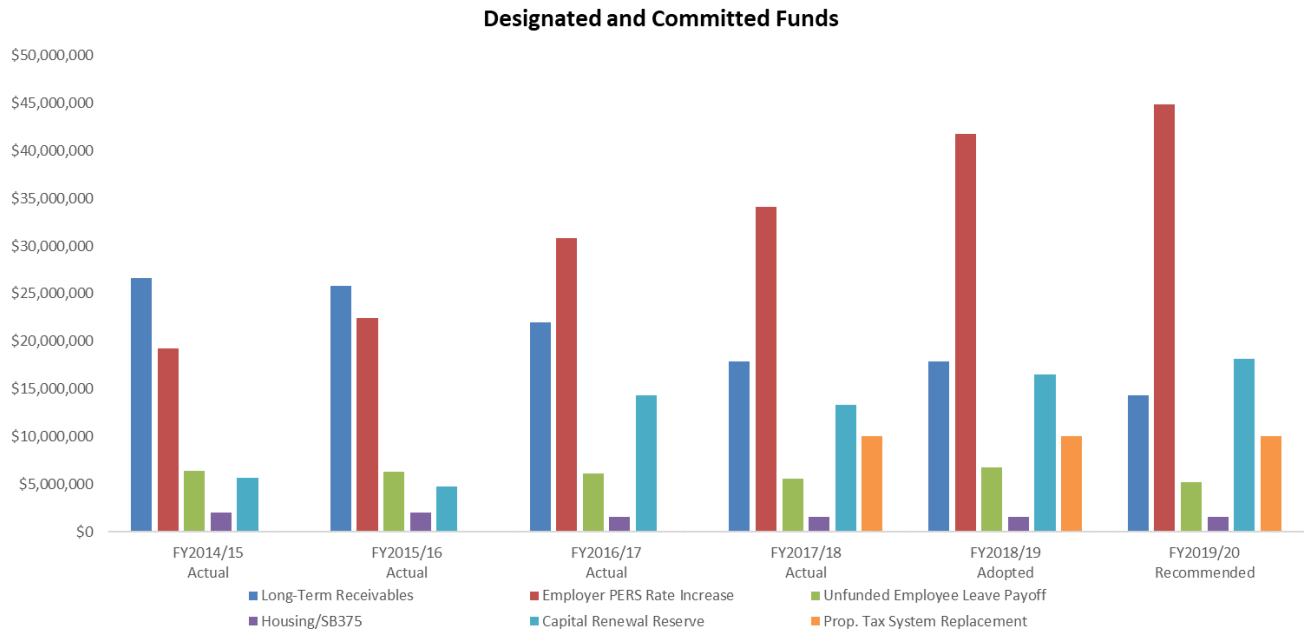
- When the County faces economic recession/ depression and the County must take budget action.
- When the County is impacted by a natural disaster or any other emergency.
- When the County experiences unexpected declines in revenues and/or when unpredicted large one-time expenditures arise.

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

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

1. Use the General Fund General Reserve to phase into fiscal distress periods gradually, focusing on maintaining the Board's priorities.
2. To the extent possible, use the General Fund General Reserve as the last resort to balance the County Budget.
3. To the extent possible, the spending down of the General Fund General Reserve should not exceed $6 million a year (Board of Supervisors' policy direction on February 13, 2007).
4. The General Fund General Reserve should not be used to support recurring operating expenditures.
5. The General Fund General Reserve is subject to restrictions imposed by Government Code §29086, which limits the Board's access to the General Reserve during the annual budget process and requires 4/5 vote by the Board.

The FY2019/20 Recommended Budget for the General Fund General Reserve is projected at $46.8 million which reflects no change since FY2017/18. Based on Board policy the reserve target should be maintained at 10% of the County's total budget, excluding Interfund transfers, which calculates to be $87.5 million in FY2019/20. At the current reserve of $46.8 million the County has funded the General Reserve at 53% of its target goal.



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 cost should these rates initially exceed available ongoing revenues, as a means to allow a smoother transition year over year.

Actuarial changes were adopted and implemented by CalPERS beginning in FY2015/16 through FY2019/20 (over a 5-year period) and are expected to continue to increase employer pension rates by as much as 50%. Given that pension rates 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, 2017, (most recent actuarial report), the County's unfunded actuarial accrued liability for both the Miscellaneous Plan and Safety Plan is $545 million (73% Funded Ratio). This figure includes the former Court employees and County Fair employees.

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

The FY2019/20 Recommended Budget for the Employer PERS Rate Increases includes both the value of the IRS 115 Trust at $30.9 and the Reserve for Employer PERS Rate Increase at $14 million for a total reserve of $44.9 million.

Capital Renewal Reserve (Deferred Capital/Maintenance Projects)

In 2007 the Board established a committed Fund Balance for capital renewal/deferred maintenance projects to fund deferred maintenance, unexpected maintenance and/or future maintenance of County facilities. The Board's adopted policies and strategies to address unfunded liabilities center on the need to:

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

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

General Services provided the Board a report titled 2016 Facilities Condition Analysis, prepared by EMG of Walnut Creek (Consultant). The report recommended an annual investment of $7.6 million to maintain County Facilities in "Very Good Condition", while a lower investment of approximately $2.8 million annually will maintain the portfolio within a "Good" range, which is the minimum maintenance level chosen by the Board in order to continue fixed asset protection, preservation and renewal and the annual budget recommendations from the County Administrator's office set aside a minimum of $2.8 million and up to $7.64 million if feasible.

In June 2019, the General Services Department will present to the Board a status update on capital projects included in the FY2019/20 Recommended Budget. Based on a preliminary prioritization of projects under consideration, the Department provided recommendations for funding specific projects, some of which will require funding from the Capital Renewal Reserve.

The reserve has a current balance of $16.3 million. It is recommended that the Board utilize $6.2 million of this balance to fund projects in FY2019/20 (see Capital Projects budget for details). In order to provide the annual funding necessary to maintain the County facilities up to $8 million in an increase to the reserve is recommended in FY2019/20 using the one-time revenues projected to be realized based on Midyear projections for 6/30/19. This contribution from FY2018/19 year-end results in the FY2019/20 Recommended Budget for Capital Renewal Reserve of $18.1 million after drawdowns recommended to address facility renewal needs.

Property Tax System Replacement

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

Unfunded Employee Accrued Leave Payoff

In accordance with the Board's Fund Balance Policy, the Board established and maintains a General Fund Reserve for Accrued Employee Leave Payoff. Each year the Auditor-Controller and Human Resources work with the County Administrator's office to assess the funds necessary to pay for any unanticipated leave payoff that departments cannot absorb with existing appropriations. Based on the County's workforce, continued utilization of the Accrued Leave Payoff funds is anticipated in FY2019/20. The FY2019/20 Recommended Budget for the Unfunded Employee Leave Payoff reserve is $5.2 million.

Long-Term Receivables

Long-Term Receivables represents amounts outstanding and payable to the County, not available as cash, which cannot be spent because they are either (a) not in a spendable form or (b) legally or contractually required to be maintained intact. It includes long-term loans and notes receivable, inventories and prepaid items. The FY2019/20 Recommended Budget for Long-Term Receivables is $14.3 million.

Housing/SB 375

Effective February 1, 2012, the redevelopment agencies (RDA) were dissolved. During the existence of the RDA, a percentage of the redevelopment funding was required to be used to meet the housing needs of low/moderate-income residents. As a result of the dissolution of the redevelopment agencies, this restricted source of funding was no longer available to address housing needs. As of February 1, 2012, any unspent housing funds in RDA's were redistributed to the local taxing agencies as one-time revenues. During this time the State passed SB 375 (Chapter 728, Statutes of 2008) which directed the California Air Resources Board to set regional targets for reducing greenhouse gas emissions. SB 375 included requirements for coordinating regional housing needs allocation with the regional transportation process. In FY2013/14 the Board approved the County Administrator's recommendation to establish the Housing/SB 375 reserve using $2 million of these one-time housing set-aside funds for SB 375 implementation and/or to address temporary and long-term housing needs for children, families, special needs clients, and older, indigent and disabled adults. In FY2019/20 Recommended Budget the current balance in the Housing/SB 375 reserve is $1.6

million. The County Administrator anticipated that some of these funds may be needed in FY2019/20 to provide local match funding to State funding proposed in the Governor's FY2019/20 Budget and would be used in partnership with cities addressing housing needs for at risk or vulnerable populations.

OVERVIEW OF THE FEDERAL AND STATE BUDGETS

Federal Budget Update

The federal shutdown that occurred in early 2019 due to the lack of an approved budget appropriation for federal programs, was the back drop for the presidents proposed 2020 budget which was released by the White House on March 21, 2019. The roughly $4.7 trillion spending plan calls for significant increased investments in defense and border security alongside steep cuts to many domestic discretionary programs.

The Administration is proposing to boost funding for the Pentagon by nearly 5%. Under the fiscal blueprint, defense spending would rise from $716 billion in the current year to $750 billion in fiscal year 2020. In addition to the proposed increases to the Department of Defense (DoD), the budgets for the Department of Homeland Security (DHS) and the Department of Veterans Affairs (DVA) would receive increases (+ 7% and 8%, respectively). As part of the DHS budget, the president is requesting $8.6 billion for construction of additional barriers along the southwest border.

The president's overall proposal calls for reducing non-defense discretionary spending from $597 billion to just $543 billion – or a 9% cut. When the proposed increase in disaster-relief funding is factored in, the total domestic spending reduction recommended by the White House would amount to a roughly 5% decrease. It should be noted that the White House proposal includes several cabinet-level departments and stand-alone agencies bearing the brunt of the administration's domestic spending cuts. The EPA – along with the Departments of Transportation (DOT), Housing and Urban Development (HUD), and Health and Human Services (HHS) – would see double-digit percentage reductions (EPA – 30%; DOT – 21%; HUD – 16%; HHS – 12%).

The president's March 2019 Budget proposal is calling for a total of $2.1 trillion in long-term cuts to mandatory safety net programs, including reductions to Medicaid and the Supplemental Nutrition Assistance Program (SNAP). In addition, the Budget is proposing to give States the option to receive foster care funding in a flexible block grant, the effect of which would be a decrease in federal investment for foster care programs.

In late April, House appropriators began the process of moving forward budget proposals for the first 2020 spending bills for the fiscal year that begins October 1, 2019. Despite not having an official discretionary spending level, three Appropriations subcommittees have approved their respective funding bills – Military Construction-Veterans Affairs (MilCon); Legislative Branch; and, Labor-Health and Human Services (HHS)-Education.

The MilCon bill, which would provide over $108 billion in discretionary funding, is approximately $10 billion more than current levels. This total includes $921 million in Overseas Contingency Operations funds, which would not count against current top-line budget caps.

The House's Labor-HHS-Education spending measure, which was approved by the Appropriations Committee on a 30-23 vote, would appropriate nearly $190 billion in discretionary funding. This would amount to an increase of $11.7 billion over the fiscal year 2019 enacted levels and $47.8 billion more than the president's budget request.

The House approved legislation rejects all of the Trump administration's budget cuts, including the proposed elimination of the Community Services Block Grant (CSBG), the Low-Income Home Energy Assistance program (LIHEAP), and the Social Services Block Grant (SSBG). The bill also includes a number of proposed spending increases, including an overall six percent boost in funding for job-training programs. Moreover, the legislation would provide large increases in child care (+45%) and Head Start (+15%). During committee consideration of the bill, Democrats added an amendment that would block the Trump administration's "refusal of care" rule, which allows health-care providers to deny service by citing religious objections. Republicans on the committee have indicated that the amendment amounts to a "poison pill" rider and will erode any potential Republican support for the bill moving forward.

Looking ahead, the House Appropriations Committee leaders are aiming to complete action on all 12 of the annual spending measures by late May, with the goal of marshaling the bills through the House by the end of June. In the Senate, Appropriations Committee Chairman Richard Shelby (R-AL) has indicated that he will not introduce any funding measure until House and Senate leaders come to an agreement on topline spending levels. Once a deal is in place, Shelby intends to bundle a few bills at a time to expedite their passage.

The follow are highlights from the federal budget:

WATER RESOURCES

Sacramento-San Joaquin Delta National Heritage Area Act

In a victory for Solano County and the Delta region at large, Congress approved during the first quarter and President Trump signed into law a measure that designates the Sacramento-San Joaquin Delta as California's first National Heritage Area (NHA). The long sought-after designation – embodied in legislation sponsored by Senators Feinstein and Harris (S 316) and Representative Garamendi (HR 357) – authorizes $1 million annually for Delta NHA activities, with the total amount not to exceed $10 million over a ten-year period. Under the new authority, funds can be used to carry out programs and projects that recognize, protect, and enhance important resource values in the Delta, including programs that develop recreational and educational opportunities.

Waters of the United States

The Environmental Protection Agency (EPA) and the U.S. Army Corps of Engineers (Corps) published in the *Federal Register* during the first quarter of 2019 a much-anticipated proposed rule that aims to redefine the scope of waterways that are regulated under the *Clean Water Act*. The agencies' proposal represents the latest step in the Trump administration's effort to replace the controversial Obama-era "Waters of the United States" (WOTUS) regulation from the previous administration. The Trump administration's proposal would limit the EPA/Corps' regulatory authority over waters that are "physically and meaningfully" connected to traditional navigable waters. Public comments on the proposed WOTUS rule were due by April 15, 2019 and actions/decisions are likely in Late 2019/early 2020.

HEALTH AND HUMAN SERVICES

TANF Reauthorization

While the Temporary Assistance for Needy Families (TANF/CalWORKs) program was fully funded for Federal year 2019 as part of the Labor-HHS Appropriations Act (PL 115-245), the program's authorization lapsed earlier this year. As a result, HHS did not have the legal authority to provide TANF payments to States. To rectify this situation, Congress approved, and President Trump signed into law the *TANF Extension Act* (PL 116-4), which will enable the Department to make payments through June 30, 2019.

On the long-term reauthorization front, Republicans on the House Ways and Means Committee reintroduced a bill in March – the *Jobs and Opportunity with Benefits and Services (JOBS) for Success Act* (HR 1753) – that would make a number of policy changes to TANF. Among other things, HR 1753 would abolish the current process for determining State and County Work Participation Rates (WPR). In its place, the measure would introduce a system that calculates WPRs based on *Workforce Innovation and Opportunity Act* (WIOA) outcome metrics.

Supplemental Nutrition Assistance Program (SNAP)

The Trump administration issued a proposed rule the first quarter of 2019, that would severely restrict the ability of States to request and receive waivers to provide SNAP benefits to single individuals in high unemployment areas for more than 90 days in any three-year period. Notably, the proposal would set a 7% unemployment rate floor. The proposal would limit the length of a State waiver to 12 months, and the waiver would only begin once it is approved. These new restrictions would further reduce the ability of States to respond quickly to economic downturns. According to USDA estimates, 755,000 individuals nationwide would lose SNAP benefits if the proposal were implemented. It would also result in a reduction of $15 billion in nutrition assistance over the next ten years. It should be noted that USDA has received over 95,000 comments on the proposed rule, one of which was authored by 100 members of Congress – including 25 California Democrats. USDA is in the process of reviewing the comments, with the Department expected to issue a final rule in the coming months.

Homelessness

In March 2019, the House of Representatives Financial Services Committee adopted a measure along party lines the *Ending Homelessness Act* (HR 1856). Authored by Committee Chairwoman Maxine Waters (D-CA), the legislation would increase funding for a number of HUD programs aimed at combatting homelessness. Specifically, the bill authorizes $5 billion over five years to create additional permanent supportive housing; increases the availability of Section 8 housing vouchers, with preferences given to persons who are at risk of becoming homeless or who are experiencing homelessness; increases funding for new rental units

for extremely low-income households ($5 billion); and, authorizes $500 million over five years in competitive grants to States and localities to provide case management and social services.

Senators Dianne Feinstein (D-CA) and Lisa Murkowski (R-AK) have also introduced bipartisan legislation that would authorize $750 million annually in competitive homelessness grant funding. The bill – known as the *Fighting Homelessness Through Services and Housing Act* (S 923) – would make grants available to entities, including counties, which could invest the funds in a number of ways. Allowable uses of funds would include capital housing construction, as well as providing comprehensive services to persons at-risk of or already experiencing homelessness.

Hemp

Following passage of the 2018 Farm Bill, USDA initiated in early 2019 a process for developing a national regulatory framework for hemp. The Agricultural Marketing Service (AMS) intends to issue regulations sometime this fall in order to accommodate the 2020 planting season. For the 2019 planting season, States, tribes, and institutions of higher education can continue operating under the authorities of the 2014 Farm Bill. Finally, FDA is creating a working group that will be tasked with identifying potential legislative or alternative pathways to create a framework for allowing CBD into the food supply. The agency has also announced that it will hold a public hearing on May 31 to solicit input from stakeholders. The working group is expected to release recommendations by the summer.

Transfer of Mare Island Naval Cemetery

Representative Mike Thompson and Senator Feinstein have introduced legislation (HR 578 & S 127) designed to restore the historic Mare Island Naval Cemetery. Specifically, the bills would transfer control of the cemetery from the City of Vallejo to the Department of Veterans Affairs (VA) and place it under the purview of the VA's National Cemetery Administration (NCA). Pursuant to the legislation, the NCA would be required to maintain the cemetery as a national shrine. The VA would pay no fee to acquire the land, but it would assume the obligation of maintaining the cemetery in the future.

State Criminal Alien Assistance Program

The final fiscal year 2019 Appropriations Act included $243.5 million for the State Criminal Alien Assistance Program (SCAAP), or an increase of $3.5 million. 2019 marks the second year in a row that the program has been increased by Congress despite the Trump administration's efforts to eliminate SCAAP. For its part, Solano County most recent SCAAP allocation totals $232,217.

California State Budget Update

On January 10, 2019 the Governor presented his initial FY2019/20 budget plan to the Legislature including a total of $209 billion in State funds. On May 9, 2019 the Governor presented his proposed May Revision for FY2019/20. The impacts of the May Revise are still under review, additional information regarding the Governor's May Revise will be discussed in the County's FY2019/20 Supplemental Budget.

The Governor's January 2019 proposed FY2019/20 Budget includes the following highlights:

Health and Human Services

Medi-Cal Coverage - The Budget includes $260 million ($196.5 million General Fund) to expand full-scope Medi-Cal coverage to eligible young adults aged 19 through 25 regardless of immigration status, starting no sooner than July 1, 2019.

Mental Health

Whole Person Care Pilot Programs - $100 million General Fund programs focused on coordinating health, behavioral health (mental health and substance use disorders), and social services, and this funding is expected to help provide additional supportive housing for people with mental illness.

No Place Like Home Program - The Administration will accelerate awards and, combined with the additional tax credits and State investments included in the Budget, provide needed gap financing for developers to increase the production of affordable housing units.

Social Services

Revised County IHSS Maintenance-of-Effort - A new Maintenance-of-Effort (MOE) was negotiated in 2017, which reset the base for counties' share of program costs and applies an annual inflation factor to the MOE beginning in FY2018/19 under specified

conditions. The MOE provides fiscal relief to counties for IHSS program costs through a combination of General Fund offsets and temporary redirection of 1991 Realignment growth funds from County indigent health and mental health services to fund a portion of County IHSS costs. The Budget proposes to adjust the IHSS MOE inflation factor, redirect 1991 Realignment back to County indigent health and mental health services, and rebase IHSS MOE to $1.56 billion, thereby increasing General Fund costs by $241.7 million in FY2019/20. A 4-percent annual inflation factor will be applied to the MOE beginning in FY2020/21.

IHSS County Administration - The Budget includes an ongoing increase of $15.4 million General Fund for IHSS County administration to reflect revised benefit rate assumptions, for a total of $326 million General Fund for IHSS County administration.

CalWORKs Grant Increase - The Budget includes $347.6 million General Fund in 2019-20 to raise grant levels to 50 percent of the projected 2019 federal poverty level, effective October 1, 2019. Full-year costs of the proposed grant increase are estimated to be $455.4 million. As a result, the maximum grant level for an assistance unit of three will increase from $785 to $888 per month.

Home Visiting Services - The Budget includes $78.9 million to provide home visiting services to an anticipated 16,000 eligible CalWORKs families in FY2019/20. Approximately 15,000 cases are estimated to be served on an annual basis beginning in FY2020/21.

Single Allocation Methodology - The Budget includes a one-time augmentation of $93.6 million for the County single allocation.

County Indigent Health Savings - The Budget reflects $617.7 million in projected County indigent health savings in FY2019/20 to offset General Fund costs in the CalWORKs program, a decrease of $155.5 million from FY2018/19. This decrease is more than offset by additional indigent health savings (based on the latest reconciliation) of $315 million available from FY2016/17.

Safety Net Reserve Increase - The Budget increases the Safety Net Reserve Fund by $700 million, bringing the total amount in the fund to $900 million. These funds will be available for CalWORKs and Medi-Cal services and benefits during an economic downturn.

Elimination of SSI Cash-Out Policy - Last year's budget made SSI recipients eligible for federal CalFresh benefits and provided one-time funding to offset any reduction in benefits due to this policy change. The Budget includes $86.7 million General Fund in FY2019/20 and makes permanent the offset of the loss of food benefits for households that would otherwise experience a reduction resulting from the elimination of the SSI Cash-Out policy.

Continuum of Care Reform - The Budget includes $416.9 million ($301.7 million General Fund) to continue implementation of CCR. This funding reflects ongoing support for child and family teams, approval of resource families, and continued emphasis of home-based, family care placements with supportive services rather than group home care placements for children in foster care.

California Statewide Automated Welfare System (CalSAWS) - As a condition of federal financial participation, the federal government requires the State to create a single SAWS by 2023. The current SAWS consist of three separate County administered systems: The Consortium-IV system, the Los Angeles County LEADER Replacement System, and the CalWORKs Information Network system. The State will integrate all three into one system, known as CalSAWS. The Budget includes $148.2 million ($31.2 million General Fund) in FY2019/20 to design, develop, and implement CalSAWS.

Incompetent to Stand Trial - $18.6 million General Fund and 119.3 positions for the second phase of the Metropolitan State Hospital's secured treatment area expansion. When completed in 2019, it will provide a total of 236 additional secured forensic beds for the treatment of ISTs at the Metropolitan State Hospital. Furthermore, the Budget includes $12.3 million General Fund to allow the Department to contract for up to 74 additional jail-based competency restoration treatment beds through the County jail treatment programs. These efforts are intended to reduce the pending placement time for ISTs and the waitlist.

Disaster Assistance and Recovery

Mutual Aid System - $25 million General Fund ongoing for prepositioning of existing OES and local government resources that are part of the statewide mutual aid system with the goal of enhancing disaster response readiness. Prepositioning occurs in areas of identified potential fire threat, which is determined through various means such as weather modeling, high wind zones, low humidity, and dense fire load. The prepositioned resources include, but are not limited to, fire engines, trucks, personnel, and strike teams.

Public Education - $50 million General Fund one-time in FY2018/19 to immediately begin a comprehensive, statewide education campaign on disaster preparedness and safety. This effort will focus on community engagement and public education in high-risk areas with an emphasis on public health and safety and will make local grants available to address local and regional needs.

California Disaster Assistance Act (CDAA) - $20 million General Fund one-time to increase the amount of funding available through CDAA, which is used to repair, restore, or replace public real property damaged or destroyed by a disaster, and to reimburse local government costs associated with certain emergency activities undertaken in response to a state of emergency. This augmentation increases total CDAA funding to $82.6 million in FY2019/20.

Child Support

The State budget proposes an additional $56 million ($36.9 million federal funds and $19.1 million General Fund) for Local Child Support Agency administrative costs. This increase represents the first year of a three-year, phased-in implementation of a new budgeting methodology. These resources create more equitable funding across all local agencies, reducing geographic disparities in funding for child support case management.

Homelessness

- The January 2019 Governor's budget includes $500 million in grants for cities and counties that work together in regional partnerships, similar to HEAP. Only plans that come with regional buy-in will be considered. $300 million to fund regional plans, navigation centers, and homeless shelters. $100 million is reserved for the 11 largest cities. $200 million for "federally designated areas." (*this definition will need further clarity). The Governor says he wants to see real plans in order to get the money.
- $200 million general purpose grants that would be awarded to cities that meet milestones for developing navigation centers and shelters.
- $25 million in ongoing funding for SSI advocacy.
- $100 million to extend the whole person care pilot programs.
- The budget also proposes to expedite the No Place Like Home funding allocations.

Housing

- $500 million in subsidies for the "missing middle" housing through an expansion of the State low-income housing tax credit.
- $750 million for a one-time pot to jump start housing across all income levels.
- $250 million in technical assistance for cities to hire planners, CEQA lawyers, etc.
- $500 million in general purpose grants for cities that meet certain housing development goals.
- Use existing economic development tools--eliminate 55% voter approval for enhanced infrastructure financing districts to issue debt, align State tax incentives with federal Opportunity Zones for affordable housing and green tech.

The Census

The proposed budget includes an additional $50 million for statewide outreach efforts related to increasing the participation rate of Californians in the 2020 census, bringing the total funding available to $140.3 million. This effort will span multiple years, be conducted in multiple languages, and implement specific strategies to obtain a complete and accurate count of all California residents.

Local Streets and Roads

The Budget provides approximately $1.1 billion in Road Maintenance and Rehabilitation Account funding to cities and counties for road repairs and will provide a similar amount for the State highway system. Additionally, the State Transportation Improvement Program (STIP) is pegged to receive an estimated $567 million in FY2019/20 (local streets and roads receive the same amount).

Removal of Voter Approval for EIFDs

An Enhanced Infrastructure Financing District (EIFD) is a governmental entity established by a city or a County that carries out a plan within a defined area (boundaries of which do not need to be contiguous) to construct, improve and rehabilitate infrastructure,

including transportation and housing. EIFDs can be created by cities or counties without voter approval and expend tax increment revenues without voter approval. However, an EIFD must receive 55-percent voter approval to issue debt. The Governor's Budget proposes removing the voter-threshold for issuing debt as part of the housing strategies in his Budget proposal.

Water

Safe Drinking Water Projects - $168.5 million in Proposition 68 funds for the State Water Resources Control Board to provide technical assistance, grants, and loans to public water systems in disadvantaged communities for infrastructure improvements to meet safe and affordable drinking water standards, including both drinking water and wastewater treatment projects.

Emergency Water Supplies - $10 million General Fund for the State Water Resources Control Board to address safe drinking water emergencies in disadvantaged communities, such as provision of interim alternate water supplies, including bottled or hauled water, and emergency improvements or repairs to existing water systems, such as well rehabilitation or replacement, extension of service, consolidation projects, or treatment systems.

Technical Assistance - $10 million General Fund for the State Water Resources Control Board to contract with, or provide grants to, an administrator to provide administrative, technical, operational, or managerial services to a designated water system to achieve compliance with current drinking water standards. Technical assistance could also include the development of a community-based needs assessment and preparation of grant applications for capital projects.

Safe and Affordable Drinking Water Fund - The Budget proposes to establish a new special fund, with a dedicated funding source from new water, fertilizer, and dairy fees, to enable the State Water Resources Control Board to assist communities, particularly disadvantaged communities, in paying for the short-term and long-term costs of obtaining access to safe and affordable drinking water.

ECONOMIC RISKS

Nationally

Based on information compiled in *The Budget and Economic Outlook: 2019 to 2029* published by the Congressional Budget Office in January of 2019, despite a growing economy and low unemployment, Federal budget deficits are projected to climb from $900 billion in 2019 to over $1.4 trillion in 2029 in part due to the Trump Tax reduction plan approved in late 2018 and little or no federal spending cuts being enacted by Congress in 2019. The Federal Reserve has indicated that it may not raise its "federal funds" benchmark interest this year which suggests that the Federal Reserve does not anticipate pressure from wages, housing prices and consumer prices enough to warrant additional rate increases. The average interest rate on a 30-year fixed mortgage could hit 4.8% by late 2019, but should not impact housing prices, or further strain housing affordability for many Americans. The 10-year U.S. Treasury Bond will likely hit 4% by late 2019, up from an average of 2.4% in late 2017 and 3% in 2018. It is anticipated that U.S. workers' wages and consumer-cost inflation will both rise together with wage increases expected to be 3% and the consumer-cost inflation rate rising and stabilizing at 2.5%. This will mark continued U.S. consumer spending growth in the 2.5 to 3% annual range, however continued slowing of automobile sales business will cause some reductions in percentages towards the end of 2019. U.S. homebuilding will continue its slow-growth trajectory with 1.3 million housing units to be built in 2019. This is much higher than the 600,000 per year experienced during the depths of the Great Recession, but below the number of units during the housing boom period of 2001 - 2007. Unemployment will remain historically low at 3.8% nationally, but some indicators point to unemployment rising to 4.2% by end of 2019. Continued uncertainty from U.S./China trade negotiations coupled with the Federal Reserve's use of "quantitative tightening" to reduce its balance sheet pose potential risks to U.S. economic stability and growth. The stock market and import/export trade are having mixed reactions as to Trump Administration continues to push tariffs on China and other parts of the world.

California

Even with the nation's economic recovery approaching its 10th year - almost the longest on record - and short-term revenues increasing, California faces continued uncertainty from Washington and around the world. Accordingly, Governor Gavin Newsom's budget proposals allocate $15 billion to build budgetary resiliency and pay down the State's unfunded liabilities, $1.4 billion higher than proposed in January. California's job base and personal incomes will continue their modest expansion. "Hot sectors" include construction, health/education services, information and technology, warehousing and logistics, State/local government, and professional/business services. California's housing affordability continues to be a challenging factor for the economy as jobs go unfilled due to worker mobility and living costs. Permits pulled by home builders will rise slightly over the next two years, but the

increase will be far from what's needed to bring a sufficient number of homes onto the market to meet an immense backlog of demand statewide. California's annual population growth is projected to grow as a more modest rate when compared to prior decades. With just above 0.5 percent annually to 2020, adding 700,000 residents and pushing the State's population from 39.7 million to 40.4 million. Today, California's economy in relation to the United States is surprisingly in the same position it was in 2007—although macro trends mask a number of structural changes, sharp swings in employment trends point to California's shedding of lower-paying manufacturing jobs while adding higher-paying jobs in information services over the long term. With this shift in job types, it will be increasingly difficult for California's manufacturing industry to compete against lower-cost regions in the United States.

Staff will continue to monitor State and federal budget and economic developments in light of managing the County's budget and recommend changes if known as part of the Supplemental Budget for FY2019/20 or return at a later time if more is known.

FY2019/20 GENERAL FUND RECOMMENDED BUDGET

The County's FY2019/20 Recommended Budget for the General Fund of $290.3 million is balanced with revenues of $256.8 million, drawdowns from committed Fund Balances of $6.2 million for Capital Renewal Reserve, $1.5 million for Accrued Leave Pay Off, $2 million for PERS Rate Reserve and use of Fund Balance ($23.9 million).

The Recommended Budget for General Fund reflects revenues of $256.8 million an increase of $8.5 million excluding reserves when compared to the FY2018/19 Adopted Budget of $248.3 million. The increase in revenues is attributed to an anticipated net increase in Tax Revenues, including taxes driven by the increased value in assessed roll, and local sales and use taxes and other tax revenue totaling $9.8 million primarily due to improved property values and an increase of $5.9 million primarily for charges for services for administration overhead, various permits and services, intergovernmental revenues and interest income, offset by a decrease of the one-time $7.2 million revenue received for prior year SB 90 claims paid by the State FY2018/19.

The Recommended Budget for the General Fund reflects appropriations of $265.5 million an increase of $6.3 million excluding transfers to reserves and contingencies when compared to the FY2018/19 Adopted budget of $259.2 million. The increases in appropriations is attributed to increases in General Fund departments of $1.6 million in labor costs and $5.8 million in services, supplies, other charges and fixed assets, and net increases in General Fund contributions to other funds of $6.1 million primarily due increasing costs in Public Safety and Health and Social Services IHSS when compared to the FY2018/19 Adopted Budget excluding the decrease in appropriations of $7.2 million due to the one-time SB 90 claims reimbursement appropriated in FY2018/19.

GENERAL FUND FISCAL PROJECTIONS

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

The fiscal projections shown in the table that follows reflect the FY2018/19 Midyear projections for comparison only. Using the FY2019/20 Recommended Budget as the starting point, revenues and expenditures are forecast through FY2021/22. While projections beyond 2022 are possible, it is more difficult to provide a meaningful longer forecast in light of the changing economic dynamics, an uncertain Federal Budget, and changes in State mandated programs.

Solano County

General Fund - Fiscal Projection

FY2019/20 Recommended Budget

(in million of dollars)

		Midyear Projection For 6/30/19	Recommended Budget FY2019/20	Projected Budget FY2020/21	Projected Budget FY2021/22
a	**General Fund, Beginning Balance**	$ 34.97	$ 23.86	$ 11.99	$ 14.32
	TO Reserves:				
	General Reserves				
	Unfunded Employee Leave Payoff	(1.136)			
	Capital Renewal Reserve	(8.000)	(8.000)		
	Employer CalPERS Rate Increases	(7.674)	(4.786)		
	PARS 115 Trust	(10.000)			
b	Subtotal - TO Reserves	(26.810)	(12.786)	0.000	0.000
	FROM Reserves:				
	General Reserves				
	Unfunded Employee Leave Payoff		1.500	0.800	0.800
	Capital Renewal Reserve	5.015	6.178	4.000	4.000
	Employer CalPERS Rate Increases	10.000	2.000	4.000	4.000
	Encumbrances	0.275			
c	Subtotal - FROM Reserves	15.290	9.678	8.800	8.800
d	**Net Increase (Decrease) in Funding Sources: (b+c)**	(11.520)	(3.108)	8.800	8.800
e	**TOTAL AVAILABLE FINANCING (a+d)**	23.450	20.747	20.794	23.123
f	Operating Expenditures (excluding Contingencies/transfers to Reserves)	253.721	265.540	268.584	277.273
g	Contingencies	0.000	12.000	12.000	12.000
h	**Total Operating Expenditures**	253.721	277.540	280.584	289.273
i	Operating Revenues (excluding transfers from Reserves)	252.636	256.787	262.113	269.229
j	Operating Expenditures (excluding Contingencies/transfers to Reserves)	253.721	265.540	268.584	277.273
k	**Net operating Revenues over (under) Expenditures [known as Operational Deficit] (i-j)**	$ (1.085)	$ (8.753)	$ (6.471)	$ (8.044)

***** General Fund, Beginning Balance in FY2019/20 includes estimated additional savings from County Departments as projected at Midyear. FY2020/21 and FY2021/22 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 FY2020/21 and beyond.

Revenue Assumptions - From General Revenue Projections:

The County's General Fund Budget is financed with General Revenues (refer to BU 1101), the use of certain one-time revenues, Fund Balance, and General Reserves, if necessary. The FY2019/20 Recommended Budget includes the use of General Fund – Committed Fund Balances of $6.2 million from Capital Renewal, $2 million from Employer CalPERS Rate Increase and $1.5 million from Unfunded Employee Leave Payoff.

The significant Revenue Assumptions from the General Revenues budget include:

- An estimated 3.75% increase in assessed values from the FY2018/19 corrected assessment roll, the following increases are projected: $4.6 million in Current Secured Property Taxes, $2.9 million Taxes in Lieu revenues, $1.1 million in ABX1 26 Pass Through and $0.7 million increase in ABX1 26 Residual Revenue. It is anticipated assessed values will increase 4% in FY2020/21 and FY2021/22 as Solano County continues to recover from the Great Recession and subsequent local housing

market collapse. (It should be noted we have not anticipated significant growth in new housing starts or the full elimination of the remaining 11,120 properties still in Prop 8 on July 1, 2018 Tax Reduction status, but rather similar modest housing growth in FY2020/21 and gradual housing price recovery to inform our 4% year to year growth, which is reflective of the past few years actual experience.)

- Current Unsecured Property Taxes projected to remain flat in FY2019/20 and increase by 1% per year in FY2020/21 and FY2021/22 as there are a number of appeals from large businesses that may impact these projected revenues.

In addition to General Revenues, the County Budget is financed by Proposition 172 revenues (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 for FY2019/20 reflects $39.3 million in Proposition 172 funding, an increase of $1.8 million. As Proposition 172 funds increase for the County, then the General Fund contribution to the Public Safety Fund Departments may be reduced correspondingly.
  - The Recommended Budget for FY2019/20 reflects $70.3 million drawdown in 1991 State – Local Realignment revenues, an increase of $5.5 million; and $41.5 million in 2011 Realignment funds, an increase of $3.4 million. If federal and State revenues come in higher than anticipated, then General Fund Contribution may be reduced as long as the County's Maintenance of Effort is met. If federal and State revenues are lower than anticipated, then the demand for General Fund increases.

Expenditure Assumptions:

- As previously discussed, retirement costs are projected to continue to increase based on approved CalPERS actuarial assumptions for the proposed rates by CalPERS. Included is a rate of 25.271% for Miscellaneous and 32.550% for Safety in FY2019/20.
- Health insurance costs are projected to increase 5.5% per year based on past rate history for FY2019/20, with 5-7% annual increases likely in future years.
- The County General Fund Contribution through FY2019/20 are listed below:
  - General Fund support for Public Safety is projected to increase from $120.1 million to $126.3 million; a $6.2 million net increase. This increase is primarily due to Salaries and Employee Benefit increases, increases in insurance, inmate medical costs and Countywide Administrative Overhead costs.
  - General Fund support for H&SS and IHSS Public Authority is projected to decrease from $32.6 million to $29 million; a $3.6 million decrease. This primarily represents decreases of $4 million due to the one-time transfer of SB 90 Revenue from the State, which was used to establish a Mental Health Reserve and a Permanent Supportive Housing Reserve in FY2018/19. Additionally, the General Fund support decreased due to the payoff of the 2009 Certificates of Participation, representing the debt service used to acquire undeveloped land to construct the H&SS Administration Building and decreases in Assistance programs. These decreases are offset by an increase in General Fund costs for IHSS resulting from the 7% inflation factor applied to the IHSS Maintenance of Effort (MOE) and increases in Social Services programs.
- The FY2019/20 Recommended Budget includes a Contingency appropriation of $12 million.

General Fund Deficit Reduction Strategies for FY2019/20 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 <u>if revenues do not materialize as anticipated</u>.

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

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

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

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

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

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

PENDING ISSUES

Supplemental Budget: The Recommended Budget document was prepared early in the month of May to facilitate a May release and longer review period prior to Budget Hearings in June. To accommodate the earlier release, the departmental budgets reflect only the known and approved State and federal programs changes as of April 2019, which will take effect July 1, 2019.

Historically, the County Administrator's Office prepares a Supplemental Budget document following the completion and distribution of the Recommended Budget, as more of an administrative function, primarily to address accounting notations. To the degree possible, the Supplemental Budget may reflect additional program and service changes including possible reductions that can be expected based on the Governor's May Revision and ultimately approved legislation including budget Trailer Bills.

Behavioral Health: It remains particularly important for Behavioral Health services to provide care collaboratively with other healthcare providers and County Departments, including the Sheriff, Probation, Public Defender, District Attorney, and the Superior Court. The Division is anticipating significant impact as a result of the new diversion law, AB 1810, which authorizes the Court to consider diversion to mental health treatment as opposed to criminal prosecution when an untreated mental health condition significantly contributed to the commission of the crime. Limited, one-time grant funding for a 3-year period was set aside by the Department of State Hospitals to assist counties in the implementation of a felony diversion program; however, no additional funding was provided for a broader diversion population. The felony diversion grant funding services clients that are the responsibility of the State not the County. The Division is anticipating applying for grants to provide mental health services as well as housing in order to create and sustain a diversion program. In the interim, diversion referrals are being assessed for the appropriateness of existing service programs. Recent adoption of Laura's Law, civil court-assisted outpatient treatment, may also have an impact on existing service capacity

Substance Abuse Services: The County's access to substance abuse treatment residential beds continues to be negatively impacted by surrounding financially larger counties paying more than double Solano's daily bed rate due to their implementation of the Drug Medi-Cal waiver, Organized Delivery System (ODS) which generates federal funding for residential services. The Behavioral Health Division continues to discuss the fiscal details related to implementation of the Drug Medi-Cal Waiver option with Partnership Health Plan. The fiscal impact for the County remains unknown.

Continuum of Care Reform Act (CCR) – State Mandate: Continuum of Care Reform (CCR) continues to influence the way that counties deliver mental health services to Child Welfare Services (CWS) youth and other high-risk youth. A major aspect of CCR implementation is the focused effort to reduce placement into congregate care settings; group homes are expected to close if they do not successfully convert to a treatment facility model, Short Term Residential Treatment Program (STRTP), where youth are expected to be in a settling that is not a home for no more than 6 months. Counties and local group homes are struggling to meet all of the obligations to convert to the new model. If facilities become licensed as STRTP, Solano County will be required to enter into contracts with these agencies to provide mental health services competing for the limited MHSA and mental health funding available.

Also related to CCR, Presumptive Transfer (PT) is a complex County to County process with both financial and service delivery implications. It requires that when CWS or Probation agencies place youth in a care facility or foster home in another County, that the mental health services are transferred to the new County of residence. This requires that the local MHP coordinate with all placing agencies and provide necessary services; the financial obligations of the placing agency are expected to involve a transfer of funds, but this process has not been fully defined by the State and Solano County has received transfer from 18 counties across the State, most frequently from Contra Costa, Napa, and Alameda. These transfers will include a pending cost settlement with the original counties of jurisdiction.

Included in CCR is the State and federal approval requirement to allow for foster parents to bill Medi-Cal for services they deliver to their foster youth, referred to as Treatment Foster Care (TFC). To be eligible, the foster parent(s) must be trained and supervised by the local Foster Family Agency (FFA). This adds additional oversight demands on the Division to provide the necessary

oversight to FFAs which is an additional unfunded, intensive service mandate. While most foster parents are not interested in participating because of the onerous requirements, the MHP is required to offer this service.

Affordable Care Act (ACA): The 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 Public Health Realignment funding previously dedicated to pay for indigent healthcare costs to fund social services programs, specifically the CalWORKs grant increases. For Solano County, the amount redirected each year is $6.9 million. In the meantime, counties remain responsible for providing healthcare to the indigent population under W&I Code section 17000. As the ACA is nearing its ten-year anniversary, and a legal case coming out of Texas challenging pieces of the program is headed to the Supreme court in FY2019/20. It should therefore be noted that with California having implemented the expanded Medicaid program under ACA any successful attempt to repeal the ACA would 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 if the Governor also unfunds CMSP, as her proposed for FY2019/20. Public Health programs could also be affected if the ACA Prevention and Public Health Fund is either cut or redirected, as these dollars are used to fund numerous programs at the Centers for Disease Control and Prevention, including funds directed to the State and local levels for immunizations, Tuberculosis control and other Communicable Disease programs.

Supplemental Security Income (SSI) Cash Out: Assembly Bill 1811, the FY2018/19 Human Services Omnibus Trailer Bill, reverses the CalFresh eligibility policy known as "cash-out" under which Supplemental Security Income (SSI)/State Supplemental Payment (SSP) recipients are ineligible for CalFresh. In addition, AB 1811 creates the SSI/SSP Cash-In Supplemental Nutrition Benefit (SNB) Program and the SSI/SSP Cash In Transitional Nutrition Benefit (TNB) Program and augments the grant amount for the Cash Assistance Program for Immigrants (CAPI). Beginning June 1, 2019 individuals receiving or authorized to receive SSI/SSP are eligible for CalFresh, provided all other eligibility criteria are met. Additionally, at that time, current CalFresh households negatively affected by the policy change may be eligible for SNB and TNB Program benefits. Statewide, this change is expected to impact approximately 370,000 individuals, and locally in Solano County it is estimated to impact an estimated 4,600 individuals.

In-Home Supportive Services: The Governor's January Proposed Budget included changes to the IHSS MOE structure based on recommendations contained in the SB 90 1991 Realignment Report presented by the Department of Finance to the State legislature in January 2019. The following methodology changes are included in the recommendations:

- Rebase the IHSS MOE in FY2019/20 to $1.56 billion. For reference, the final IHSS MOE for FY2017/18 was $1.66 million (before State General Fund offsets) and the inflation factor for FY2018/19 is 5%, bringing the FY2018/19 IHSS MOE to $1.74 million without any individual counties' wage/benefit adjustments.
- Reduce the inflation factor in FY2020/21 to 4% from 7% (current law).
- Cease the redirection of 1991 Realignment Vehicle License Fee (VLF) growth revenues from Health and Mental Health subaccounts to Social Services beginning FY2019/20.
- Cease acceleration of payment of Social Services 1991 Realignment sales tax growth revenues beginning FY2019/20 and return to the original methodology for calculating caseload growth for IHSS (comparison to prior years).
- Eliminate growth allocations to the CMSP Board beginning in FY2019/20 until the Board's operating reserves fall below three months. Note that this proposal eliminates both sales tax and VLF growth revenues to CMSP.

If the IHSS MOE methodology is modified by the State Legislature as part of FY2019/20 State budget approval process, the County IHSS MOE amount will be recalculated.

2011 Public Safety Realignment/AB 109 Funding: The Recommended Budget reflects the County's share of the estimated total AB 109 base and growth funding allocations statewide. The budget recommended by the Solano Community Corrections Partnership (CCP) includes the continued use of one-time carry forward funding from prior years' unspent allocations to fund these programs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. AB 109 Growth funding, which is based on statewide revenue estimates is subject to change pending the final State revenue figures. County staff is continuing to monitor the State allocation of AB 109 funds as departments address the mandated changes resulting from the implementation of 2011 Public Safety Realignment. While one-time carry forward funds will provide necessary funding for FY2019/20, the continued use of unspent carryforward to balance the budget in future years is unsustainable. In an effort to

align appropriations for programs and services with ongoing revenues, affected County departments continue to identify budget reductions and monitor annual revenue allocations. Further adjustments may have to be made to this budget in FY2019/20 based on actual FY2018/19 year-end figures and funding included in the State's Adopted FY2019/20 Budget.

California Money Bail Reform Act of 2017 (SB 10): SB 10 would eliminate money bail and instead rely on a pretrial assessment tool to determine if a felony defendant must be detained as a safety or flight risk or released back into the community pending trial. Persons charged with a misdemeanor would be booked and released within 12 hours without a pre-trial assessment. However, a prosecuting attorney could file a motion seeking the pretrial detention of a person in certain circumstances, including when the person has been charged with a capital crime. The bill would require the courts to establish these pretrial assessment services and would authorize the services to be performed by court employees or through a contract with a local public agency, with the most likely provider being the County Probation Department. SB 10 passed the legislature and was signed into law in 2018, but an opposition referendum in 2018 has made the issue eligible for the 2020 ballot to determine whether the law will be upheld by the voters. If upheld, it could impact County departments in several ways:

- *Sheriff's Office* - It is possible that SB 10 could reduce the average daily inmate population at the jails as many offenders typically remain incarcerated until their case is adjudicated because they cannot afford bail. In addition, those accused of a misdemeanor would be released. However, it is possible that the jail population could increase as those who would have been released pending trial under the bail system may now be detained because of a pretrial assessment of risk.
- *District Attorney's Office* - Prosecuting attorneys may file a motion seeking detention of the defendant which would require a hearing except in the unlikely event that the defendant waives their right to a hearing. Depending on the nature of future crimes, the number of motions and hearings for pretrial detention could increase.
- *Probation* - As the likely local public agency to conduct pretrial assessment, SB 10 would likely increase the number of adults who are referred and served in the Pretrial services program.

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

AB 1810: AB 1810 provides a mechanism for defendants who are accused of crimes (excluding certain violent crimes) where a mental disorder played a significant role in the commission of the crime to be diverted from jail and instead receive mental health treatment. Diversion may last up to two years, and upon completion, the charges may be dismissed. Challenges facing the County are adequate resources to provide the mental health services expected in a diversion setting. It may increase the number of court motions filed and hearings set by the District Attorney's Office in cases where participation in the diversion program would present a threat to public safety.

Property Tax Appeals/Prop 8 Values: As of May 10, 2019, there are 454 active property tax appeals on file with the Clerk of the Board representing $6.3 billion (cumulative over 8 years) in assessed value "at risk". The final resolution of these appeals may have a significant impact on the County's property tax revenues in the future. Efforts continue by the Assessor, with assistance from County Counsel, to address and resolve appeals and reduce the number and value of outstanding appeals to address the uncertainty.

The recovering residential real estate market results in a decrease in the number of properties on Proposition 8 status (a temporary reduction in property values below their established Proposition 13 base year value). According to the Solano County Assessor-Recorder's Office, as of June 30, 2018, 11,120 parcels remain on Proposition 8 status, compared to 78,000 parcels in 2012. The County continues to have some residential neighborhoods that have not fully recovered their peak values from 2007.

Capital Renewal and Major Maintenance – County Roads and Bridges: As required by law, the Board adopted a 5-Year Capital Investment Plan for Roads and Bridges on February 5, 2019 which shows an estimated $98 million in improvements over the next 5 years and $23 million in unfunded road maintenance and bridge replacement projects. The Board's existing policy has been for the County to secure State and Federal funds for large projects, such as bridge replacements and major road reconstruction, and

to use the local Road Fund to provide for all other required maintenance. As State and Federal funding for this area of responsibility shrinks in the near term, other options and further consideration regarding adequate sustaining maintenance on Roads and Bridges will be necessary. (Refer to Public Ways budget)

Transportation Funding SB-1-2017: In 2017 the Road Repair and Accountability Act (SB 1) increased several transportation related taxes and fees to improve the condition of California's roads. This new transportation funding bill doubled the County's gas tax revenues in FY2018/19 and will provide almost $2 million additional revenue in FY2019/20. Last year a ballot measure to repeal the new gas tax (Proposition 6) was included in the November 2018 statewide election. Proposition 6 did not pass, only receiving 43% of votes. With 57% of voters choosing not to repeal the gas tax, the future of SB 1 revenue appeared to be secure. However, the Governor's recent proposal to potentially tie city and County formula funds from SB 1's Road Maintenance and Rehabilitation Account to housing development could affect future transportation funding if this proposal becomes legislation.

Liability - Pending Litigation: The County's Risk Management program administers the County's Liability Insurance programs; monitors and directs administration of the program through the California State Association of Counties - Excess Insurance Authority (CSAC-EIA) Primary General Liability Insurance Program, Excess Liability Insurance Program, Medical Malpractice Insurance Program; and Cyber Liability Program; works collaboratively with County Counsel on civil lawsuits; and manages County risks.

In FY2017/18, the County Liability Insurance Program utilized a significant portion of the Risk Management Liability Reserve due to unforeseen litigation and settlements, which were not covered by existing insurance or Fund Balance. To address the budget shortfall, the FY2018/19 Adopted Budget included the utilization of a General Fund Contribution of $1,000,000, of which $750,000 was utilized. Midyear Report included a projected $250,000 decrease in the unforeseen litigation and settlements (non-covered liability claims), but which would carry over in to FY2019/20. The FY2019/20 Recommended Budget includes the County General Fund Contribution of $250,000 that was not utilized in FY2018/19 for the remaining unanticipated litigation exposures. County staff continue to monitor potential exposure from pending litigation and will update the Board throughout the upcoming fiscal year.

SUMMARY OF RECOMMENDATIONS

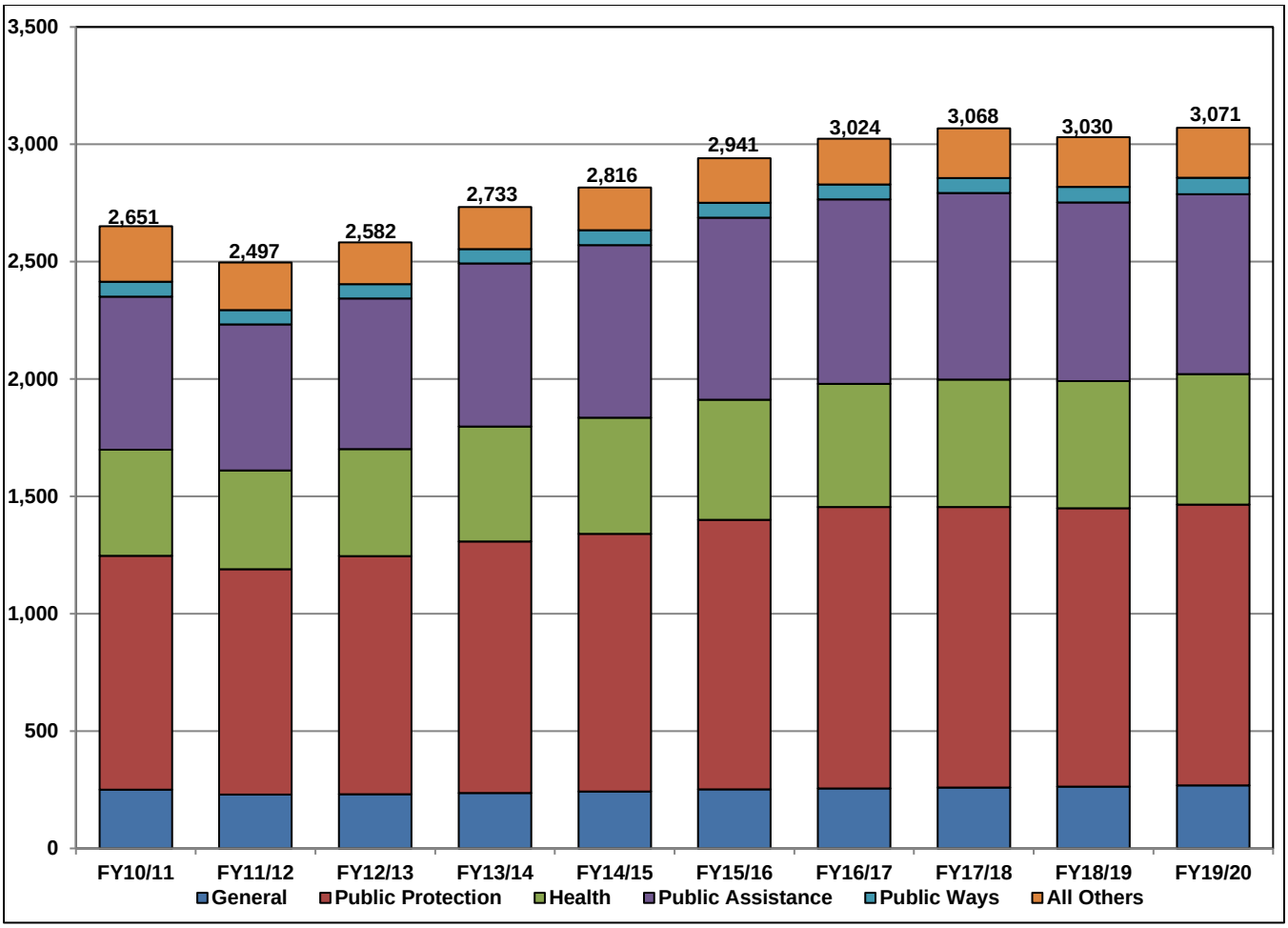
For Board consideration are recommended increases to committed Fund Balances as depicted in Schedule 4. In addition to these recommendations of $8 million to Capital Renewal, and $4.8 million to the Employer PERS Rate Increase, if the FY2018/19 Midyear projection for Fund Balance is not met, or there is an unanticipated shortfall in the FY2019/20 General Fund operating budget the County Administrator will authorize the Auditor-Controller to reduce these recommendations accordingly. However, if the amount of the General Fund's Year-end Fund Balance at June 30, 2019 exceeds the Midyear projections for FY2018/19, 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 FY2019/20 of any amount and to transfer year end General Fund Balances to all or some of the following committed Fund Balances and reserves in the following manner:

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

PERMANENT POSITION ALLOCATION

The FY2019/20 Recommended Budget reflects a total of 3,071.40 allocated positions, an increase of 41.65 positions when compared to the FY2018/19 Adopted Budget, of which 16.9 FTE were added during FY2018/19. The net difference of 24.75 FTE results from the addition of 53.25 FTE included in the FY2019/20 Recommended Budget, offset by the deletion of 26.5 vacant FTE and the deletion of 2.0 FTE expiring limited-term positions. These changes over the past fiscal year, and the recommended changes, primarily reflect the County's continued efforts to align allocated positions with evolving operational requirements in public safety, public ways, and the delivery of health and social service programs.

PERMANENT POSITION ALLOCATION BY FUNCTIONAL AREA: FY2010/11 TO FY2019/20



Function	Staffing Changes During FY2018/19	Additional Staffing Changes for FY2019/20	Total Change From FY2018/19 to FY2019/20
General Government	2.00	4.00	6.00
Public Protection	10.00	1.00	11.00
Health Services	0.65	12.75	13.40
Public Assistance	3.00	2.00	5.00
Public Ways	1.00	4.00	5.00
All Others	0.25	1.00	1.25
ALL FUNCTIONS	**16.90**	**24.75**	**41.65**

Historically, the total number of Full-Time Equivalent (FTE) positions has increased and decreased to reflect changing economic conditions and evolving operational requirements. The workforce peaked in FY2008/09 with 3,113.80 allocated positions and declined to a low of 2,497.30 positions in the beginning of FY2011/12 as the County grappled with the financial effects of the Great Recession and the collapse of the local housing market and related revenue streams. The Board offered three rounds of early retirement incentives that resulted in 149 positions being eliminated, and by the end of FY2011/12 a total of 190 filled positions had been eliminated and a net of 277.54 vacant positions were deleted, resulting in a reduced level of services provided to the public and the organization.

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

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

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

WORKFORCE CHANGES SINCE FY2008/09

	FY2008/09 Adopted	FY2019/20 Recm'd	Change from FY08/09 to FY19/20
PUBLIC PROTECTION	**1,241.50**	**1,196.50**	**(45.00)**
District Attorney & OFVP	145.50	142.00	(3.50)
Child Support Services	120.00	93.00	(27.00)
Public Defender	68.00	71.00	3.00
Public Defender - Alternate	21.00	24.00	3.00
Sheriff	513.00	531.00	18.00
Probation	255.00	218.50	(36.50)
Agricultural Commissioner	23.00	24.00	1.00
Animal Care Services	16.00	28.00	12.00
Recorder	19.00	14.00	(5.00)
Resource Management	61.00	51.00	(10.00)
PUBLIC ASSISTANCE	**726.50**	**765.75**	**39.25**
First 5 Solano Children & Families	8.00	7.00	(1.00)
Veterans Services	6.00	6.00	0.00
H&SS Administration	88.00	98.00	10.00
Social Services	624.50	654.75	30.25
HEALTH SERVICES	**505.08**	**555.90**	**50.82**
In-Home Supportive Services	6.00	5.00	(1.00)
Behavioral Health	255.28	216.25	(39.03)
Health Services	243.80	334.65	90.85

	FY2008/09 Adopted	FY2019/20 Recm'd	Change from FY08/09 to FY19/20
GENERAL GOVERNMENT	**288.00**	**268.75**	**(19.25)**
Board of Supervisors	10.00	14.75	4.75
County Administrator	18.00	16.00	(2.00)
Employment Dev. & Training	1.00	3.00	2.00
General Services	106.00	90.00	(16.00)
Assessor	45.00	40.00	(5.00)
Auditor/Controller	35.00	37.00	2.00
Tax Collector/County Clerk	14.00	12.00	(2.00)
Treasurer	4.00	3.00	(1.00)
County Counsel	21.00	20.00	(1.00)
Delta Water Activities	0.00	1.00	1.00
Human Resources	19.00	22.00	3.00
Registrar of Voters	12.00	9.00	(3.00)
Real Estate Services	3.00	1.00	(2.00)
ALL OTHERS	**352.73**	**284.50**	**(68.23)**
Public Works	75.50	71.00	(4.50)
Library	141.48	121.80	(19.68)
Cooperative Education	3.25	0.00	(3.25)
Parks and Recreation	9.00	7.00	(2.00)
Risk Management	16.00	7.70	(8.30)
Dept. of IT	56.00	64.00	8.00
Reprographics	4.50	0.00	(4.50)
Fouts Springs Youth Facility	30.00	0.00	(30.00)
Fleet Management	12.00	10.00	(2.00)
Airport	5.00	3.00	(2.00)

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

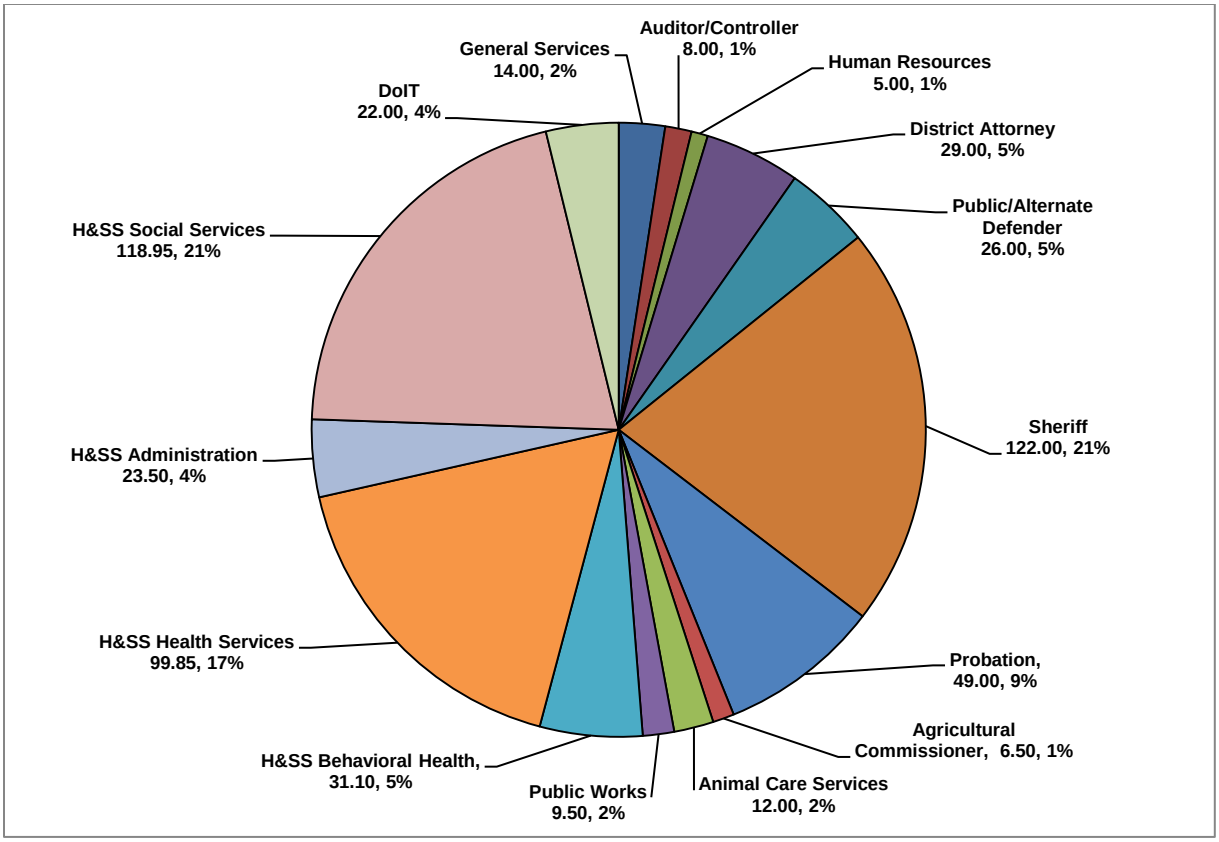
In FY2012/13, there were additional staffing increases related to public safety realignment and in H&SS as the County prepared to open Federally Qualified Health Care (FQHC) clinics in Vacaville in the fall of 2012, and program changes resulting from the Affordable Care Act (ACA). The FY2013/14 Adopted Budget included additional staff related to these programs and staffing in preparation for the initial phase of the new Stanton Correctional Facility. And, in FY2014/15, the need to meet State and federal work participation rates in the Welfare to Work, or CalWORKs, program required additional resources.

In FY2015/16, positions were included to support increased growth of the county's aging population, a more complex State/federal financial structure requiring intensive quality assurance, and additional accountability based on performance. And, in FY2016/17, additional positions were included to support increases in security services at the Court and County campuses, and additional correctional officers for those out on extended leave and grant funded positions. Additional staffing was also needed at the FQHC clinics to meet increased demand for services resulting from the ACA, and to address the continued increase in growth of 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 also included increased staffing in the Department of Information Technology to adjust to changes in 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 has remained flat.

FY2019/20 Recommended Budget reflects additional staffing related to operational changes, new mandated programs and changes in workload. SB 1437, which creates a procedure for inmates serving life sentences to petition for resentencing and release, and Penal Code section 1001.36, which significantly expanded the availability of pre-trial diversion to defendants charged with felonies or misdemeanors who suffer from a mental disorder that was a significant factor in the commission of the crime, create additional workloads for the District Attorney and Public Defender. Additionally, Health Services also reflects an increase in staffing to address mental health and family health services demands in the mental health outpatient clinics and primary care clinics. Public Works included additional staffing to address increased workload demands associated with the passage of the Road Repair and Accountability Act (SB 1) in 2017.

	Difference from FY12/13 Adopted to FY13/14 Adopted	Difference from FY13/14 Adopted to FY14/15 Adopted	Difference from FY14/15 Adopted to FY15/16 Adopted	Difference from FY15/16 Adopted to FY16/17 Adopted	Difference from FY16/17 Adopted to FY17/18 Adopted	Difference from FY17/18 Adopted to FY18/19 Adopted	Difference from FY18/19 Adopted to FY19/20 Recm'd	Net Difference from FY13/14 Adopted to FY19/20 Recm'd
General Government	5.50	5.75	10.25	3.70	3.00	4.00	6.00	38.20
Public Protection	58.25	26.25	49.50	51.50	(4.50)	(9.50)	11.00	182.50
Public Ways	0.00	3.00	0.00	0.00	0.00	2.00	5.00	10.00
Health Services	33.10	5.30	17.45	11.65	20.30	(1.60)	13.40	99.60
Public Assistance	53.60	39.90	39.60	11.00	8.50	(33.50)	5.00	124.10
Education	(3.00)	(2.50)	1.75	2.00	8.80	0.00	1.25	8.30
Recreation	0.60	2.40	(1.00)	0.00	0.00	0.00	0.00	2.00
All Others	4.00	2.00	7.70	3.00	8.40	0.00	0.00	25.10
TOTAL	**152.05**	**82.10**	**125.25**	**82.85**	**44.50**	**(38.60)**	**41.65**	**489.80**

NEW MANDATES GROWING WORKFORCE

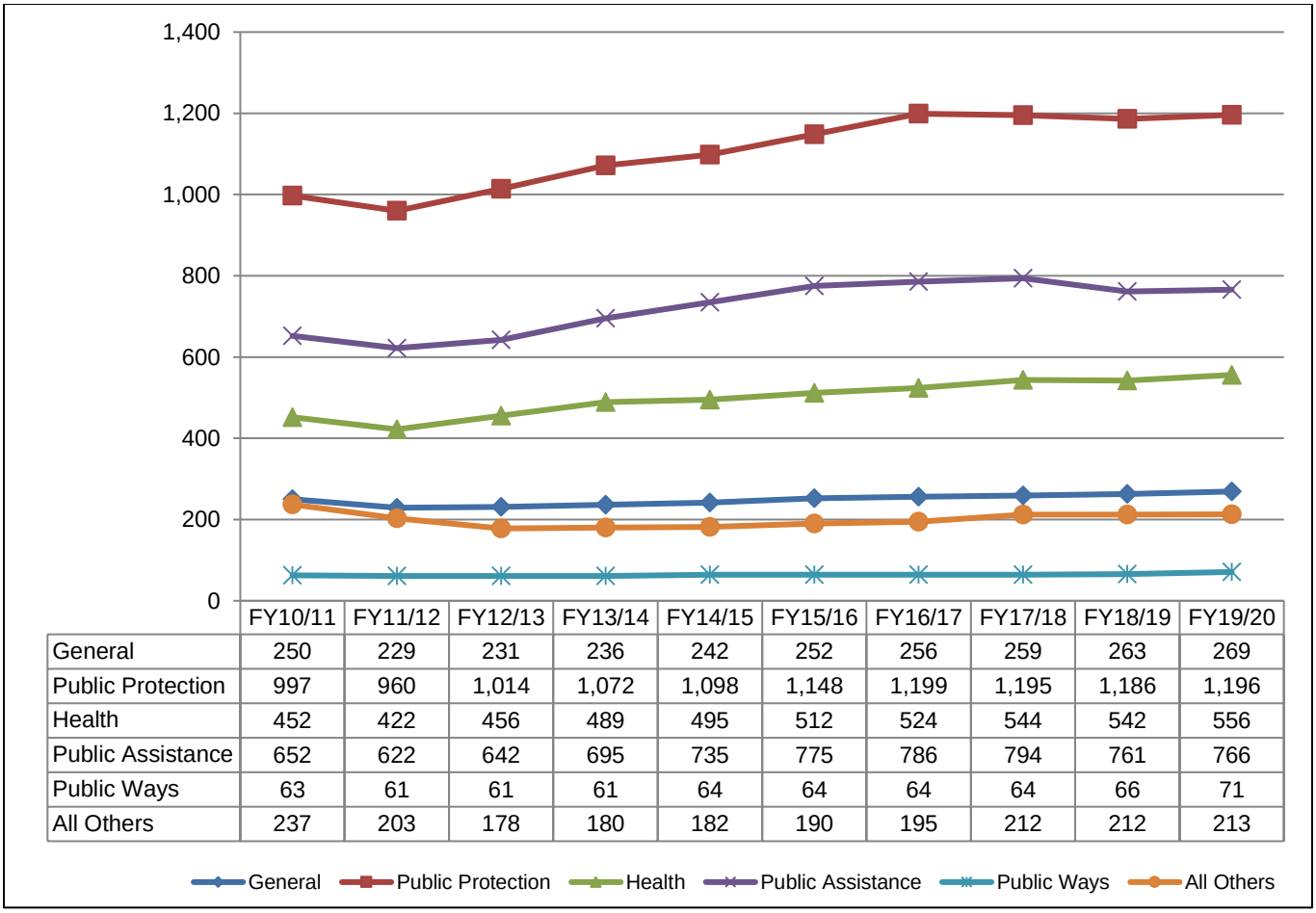


DEPARTMENTS WITH KEY OUTSIDE CHANGE FACTORS FROM FY2011/12 TO FY2019/20

DEPARTMENT	FTE
General Services	14.00
Auditor/Controller	8.00
Human Resources	5.00
District Attorney	29.00
Public/Alternate Defender	26.00
Sheriff	122.00
Probation	49.00
Agricultural Commissioner	6.50
Animal Care Services	12.00
Public Works	9.50
H&SS Behavioral Services	31.10
H&SS Health Services	99.85
H&SS Administration	23.50
H&SS Social Services	118.95
DoIT	22.00
Total of Affected Depts.	**576.40**

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

PERMANENT POSITION ALLOCATION (DETAILED BY FUNCTION)



	FY10/11	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20
General	250	229	231	236	242	252	256	259	263	269
Public Protection	997	960	1,014	1,072	1,098	1,148	1,199	1,195	1,186	1,196
Health	452	422	456	489	495	512	524	544	542	556
Public Assistance	652	622	642	695	735	775	786	794	761	766
Public Ways	63	61	61	61	64	64	64	64	66	71
All Others	237	203	178	180	182	190	195	212	212	213

FY2019/20 POSITION ADDITIONS AND DELETIONS

The Position Allocation List is a fluid document, subject to change based on Board actions through the year in reaction to changes in State and federal funding, new mandates, and available local funding for County services. 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 continues to adjust allocated positions to address new State and federal program requirements, changes in available funding, and demand for services.

The County Administrator's Office is recommending a net increase of 26.75 FTE positions. This is the net result of 53.25 new FTE positions and deletion of 26.50 FTE positions (excludes expiring limited-term positions) for approval in the FY2019/20 Recommended Budget.

The recommended 53.25 new FTE positions (effective July 14, 2019, unless otherwise noted) are in the following departments:

GENERAL GOVERNMENT

1150 – Assessor – *SCIPS replacement project; funded by DoIT project budget*

- 1.0 FTE Office Assistant III – Limited-Term to 6/30/21 (TBD)

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

- 1.0 FTE Accounting Technician (C) – Limited-Term to 6/30/22
- 2.0 FTE Deputy Auditor-Controller

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

- 1.0 FTE Building Trades Mechanic (Senior) (TBD)
- 1.0 FTE Groundskeeper

PUBLIC PROTECTION

2910 – Resource Management – *Operational changes and workload; offset primarily with County General Fund*

- 1.0 FTE Code Compliance Officer

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

- 1.0 FTE Engineering Technician (Senior)
- 3.0 FTE Public Works Maintenance Worker

6500 – District Attorney – *Operational changes and workload; offset with County General Fund*

- 3.0 FTE Deputy District Attorney IV

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

- 2.0 FTE Legal Secretary
- 0.5 FTE Social Worker III

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

- 0.5 FTE Process Server
- 1.0 FTE Social Worker II

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

- 1.0 FTE Captain Sheriff
- 1.0 FTE Clerical Operations Manager (TBD)
- 3.0 FTE Deputy Sheriff
- 2.0 FTE Legal Procedures Clerk

6650 – Probation – *Operational changes; and offset with County General Fund*

- 1.0 FTE Deputy Probation Officer (Supervising)
- 1.0 FTE Legal Procedures Clerk
- 1.0 FTE Social Worker II

HEALTH

7501 – H&SS – Administration – *Operational changes; offset with federal, State and 1991 and 2011 Realignment funding*

- 1.0 FTE H&SS Safety Specialist (TBD)

7680 – H&SS – Social Services – *Operational changes and workload; offset with federal, State and County General Fund*

- 1.0 FTE Accounting Technician
- 1.0 FTE H&SS Systems Interface Specialist (TBD)
- 1.0 FTE Investigative Assistant
- 2.0 FTE Social Worker II
- 2.0 FTE Social Worker III – Limited-Term Project to 6/20/21

7780 – H&SS – Behavioral Health – *Operational changes and workload; offset with Mental Health Services Act (MHSA), federal, 2011 Realignment and County General Fund*

- 3.25 FTE Mental Health Clinician (Licensed)
- 1.0 FTE Mental Health Clinician (Licensed) – Limited-Term Project to 7/14/22
- 1.0 FTE Mental Health Clinical Supervisor
- 1.0 FTE Mental Health Specialist II
- 1.0 FTE Nurse Practitioner/Physician Assistant
- 1.0 FTE Project Manager
- 1.0 FTE Psychiatrist (Board Certified)

7880 – H&SS – Health Services – *Operational changes; offset with Federally Qualified Health Care revenue and 1991 Public Health Realignment*

- 2.0 FTE Dental Assistant (Registered)
- 1.0 FTE Dentist
- 1.0 FTE H&SS Planning Analyst
- 3.0 FTE Medical Assistant

EDUCATION

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

- 1.0 FTE Information Technology Specialist I (TBD)

The Recommended Budget recommends the deletion of 26.50 FTE vacant positions that are either not funded or no longer meet the organizational needs of the County. These deletions do not include the positions deleted throughout FY2018/19 or expiring limited-term positions. The positions identified for deletion in the Recommended Budget are as follows:

GENERAL GOVERNMENT

1150 – Assessor – *Operational changes*

- 1.0 FTE Office Assistant II – Limited-Term

1200 – Auditor-Controller – *Operational changes*

- 1.0 FTE Chief Deputy Auditor-Controller

PUBLIC PROTECTION

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

- 1.0 FTE Child Support Specialist (Senior)
- 1.0 FTE Legal Secretary

6550 – Sheriff – *Operational changes*

- 9.0 FTE Correctional Officer – Limited-Term

6650 – Probation – *Operational changes*

- 1.0 FTE Collections Officer
- 3.0 FTE Group Counselor

HEALTH

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

- 2.0 FTE Eligibility Benefits Specialist II
- 1.0 FTE Employment Resources Specialist Supervisor
- 1.0 FTE Office Assistant II
- 1.0 FTE Office Assistant III
- 1.0 FTE Welfare Fraud Investigator

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

- 1.0 FTE Clinic Registered Nurse (Senior)
- 0.5 FTE Mental Health Clinician (Licensed)
- 1.0 FTE Mental Health Clinician (Licensed) – Limited-Term
- 1.0 FTE Nurse Practitioner/Physician Assistant – Limited-Term

The County Administrator's Office is recommending the following departmental position conversions and reclassifications resulting from departmental operational changes and/or departmental reorganizations for approval in the FY2019/20 Recommended Budget.

PUBLIC PROTECTION

2830 – Agricultural Commissioner / Sealer of Weights and Measures – *Operational changes; primarily funded with ongoing UGT revenue associated with passage of SB 1*

- Convert 1.0 FTE Agricultural Biologist/Weights and Measures Inspector (Senior) from Limited-Term to regular FTE

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

- Convert 1.0 FTE Engineering Technician Limited-Term to regular FTE

5501 – Office of Family Violence – *Operational changes; offset with County General Fund*

- Reclassify 1.0 FTE Office Assistant III to 1.0 FTE Social Services Worker

6500 – District Attorney – *Operational changes; offset with County General Fund*

- Reclassify 10.0 FTE Legal Procedures Clerk to 10.0 FTE Legal Secretary upon incumbents meeting minimum qualifications; therefore, with various effective dates throughout FY2019/20

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

- Convert 1.0 FTE Deputy Public Defender IV from Limited-Term to regular FTE

HEALTH

7500 – H&SS – Administration – *Operational changes; offset with offset with Federally Qualified Health Care revenue and Public Health Realignment*

- Reclassify 1.0 FTE Accounting Supervisor to 1.0 FTE Medical Billing Supervisor (TBD)

7680 – H&SS – Social Services – *Operational changes; offset with federal and State allocations and County General Fund*

- Reclassify 3.0 FTE Employment Resources Specialist II to 3.0 FTE H&SS Systems Interface Specialist (TBD)
- Reclassify 1.0 FTE Employment Resources Specialist Supervisor to 1.0 FTE H&SS Systems Interface Specialist Supervisor (TBD)

7880 – H&SS – Health Services – *Operational changes; offset with 1991 Public Health Realignment*

- Reclassify 1.0 FTE Health Education Specialist to 1.0 FTE Health Education Specialist (Senior)

As of April 23, 2019, the Board approved and/or authorized a net of 3,046.65 position allocations.

The following table summarizes the position allocation changes requested since FY2018/19 Adopted Budget.

SUMMARY OF POSITIONS

Net of Prior Actions by Board and Human Resources during FY2018/19 and authorized as of April 23, 2019	**16.90**
Added in Recommended Budget	**53.25**
Deleted in Recommended Budget	**(26.50)**
Expiring Limited-Term	**(2.00)**
Net Allocated Position Changes	**41.65**

Position Allocation List	
Allocated Positions in FY2018/19 Adopted Budget	**3,029.75**
Net Allocated Position Changes	**41.65**
Allocated Positions Recommended in FY2019/20 Budget	**3,071.40**

The *Permanent Position Summary* on the following pages is a digest of changes for each department from FY2014/15 through the Recommended Budget, including identifying changes occurring during FY2018/19.

PERMANENT POSITION SUMMARY

		FY2014/15 Adopted Budget	FY2015/16 Adopted Budget	FY2016/17 Adopted Budget	FY2017/18 Adopted Budget	FY2018/19 Adopted Budget	FY2018/19 Adjusted as of 4/23/19	FY2019/20 Recm'd Budget	Difference Recm'd vs Adopted
GENERAL GOVERNMENT									
1000	Board of Supervisors	11.50	13.50	14.00	14.75	14.75	14.75	14.75	0.00
1100	County Administrator	16.00	16.00	16.00	16.00	16.00	16.00	16.00	0.00
1103	Employee Development & Training	2.00	2.00	3.00	3.00	3.00	3.00	3.00	0.00
1117	General Services	81.00	86.00	87.00	88.00	88.00	88.00	90.00	2.00
1150	Assessor	38.00	38.00	38.00	38.00	40.00	40.00	40.00	0.00
1200	Auditor/Controller	33.00	34.00	34.00	34.00	35.00	35.00	37.00	2.00
1300	Tax Collector/County Clerk	10.50	11.00	11.00	11.00	12.00	12.00	12.00	0.00
1350	Treasurer	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
1400	County Counsel	17.80	19.55	19.75	20.00	20.00	20.00	20.00	0.00
1450	Delta Water Activities	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
1500	Human Resources	17.00	18.00	19.00	20.00	20.00	22.00	22.00	2.00
1550	Registrar of Voters	10.00	9.00	9.00	9.00	9.00	9.00	9.00	0.00
1640	Real Estate Services	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Total General Government		**241.80**	**252.05**	**255.75**	**258.75**	**262.75**	**264.75**	**268.75**	6.00
PUBLIC PROTECTION									
6500	District Attorney	120.00	124.00	129.00	131.00	133.00	136.00	139.00	6.00
2480	Dept. of Child Support Services	105.00	103.00	102.00	97.00	95.00	95.00	93.00	(2.00)
6530	Public Defender	58.50	62.00	62.50	65.00	66.50	68.50	71.00	4.50
6540	Public Defender - Alternate	19.50	21.50	21.50	21.50	20.50	22.50	24.00	3.50
6550	Sheriff	474.00	506.00	542.00	537.00	533.00	535.00	531.00	(2.00)
6650	Probation	214.50	216.50	223.50	223.50	219.50	219.50	218.50	(1.00)
5500	Office of Family Violence Prevention	5.00	5.00	5.00	4.00	3.00	3.00	3.00	0.00
6901	County Local Revenue Fund	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2830	Agricultural Commissioner (1)	22.00	26.00	25.00	24.00	23.00	24.00	24.00	1.00
2850	Animal Care Services	22.00	25.00	28.00	28.00	28.00	28.00	28.00	0.00
2909	Recorder	13.00	13.00	14.00	14.00	14.00	14.00	14.00	0.00
2910	Resource Management	44.00	46.00	47.00	50.00	50.00	50.00	51.00	1.00
Total Public Protection		**1098.50**	**1148.00**	**1199.50**	**1195.00**	**1185.50**	**1195.50**	**1196.50**	11.00
PUBLIC WAYS									
3010	Public Works	64.00	64.00	64.00	64.00	66.00	67.00	71.00	5.00
Total Public Ways		**64.00**	**64.00**	**64.00**	**64.00**	**66.00**	**67.00**	**71.00**	5.00
HEALTH SERVICES									
7690	In-Home Supportive Services	5.00	6.00	7.00	6.00	5.00	5.00	5.00	0.00
7950	Tobacco Prevention & Education	0.00	0.00	0.00	0.00	2.00	2.00	2.00	0.00
7780	Behavioral Health	182.00	212.70	203.20	205.70	206.00	207.00	216.25	10.25
7880	Health Services	307.70	293.45	313.60	332.40	329.50	329.15	332.65	3.15
Total Health Services		**494.70**	**512.15**	**523.80**	**544.10**	**542.50**	**543.15**	**555.90**	13.40

		FY2014/15 Adopted Budget	FY2015/16 Adopted Budget	FY2016/17 Adopted Budget	FY2017/18 Adopted Budget	FY2018/19 Adopted Budget	FY2018/19 Adjusted as of 4/23/19	FY2019/20 Recm'd Budget	Difference Recm'd vs Adopted
PUBLIC ASSISTANCE									
1530	First 5 Solano Children & Families	7.00	7.00	7.00	6.00	7.00	7.00	7.00	0.00
5800	Veterans Services	4.00	6.00	6.00	6.00	6.00	6.00	6.00	0.00
7501	H&SS Administration	83.50	91.00	94.00	96.00	95.00	97.00	98.00	3.00
7680	Social Services	640.65	670.75	678.75	686.25	652.75	653.75	654.75	2.00
Total Public Assistance		**735.15**	**774.75**	**785.75**	**794.25**	**760.75**	**763.75**	**765.75**	5.00
EDUCATION									
6300	Library	108.00	109.75	111.75	120.55	120.55	120.80	121.80	1.25
Total Education		**108.00**	**109.75**	**111.75**	**120.55**	**120.55**	**120.80**	**121.80**	1.25
RECREATION									
7000	Parks and Recreation	8.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00
Total Recreation		**8.00**	**7.00**	**7.00**	**7.00**	**7.00**	**7.00**	**7.00**	0.00
OTHER FUNDS									
1830	Risk Management	7.00	7.70	7.70	7.70	7.70	7.70	7.70	0.00
1870	Dept. of Information Technology	46.00	53.00	55.00	64.00	64.00	64.00	64.00	0.00
2801	Fouts Springs Youth Facility (2)	0.60	0.60	0.60	0.00	0.00	0.00	0.00	0.00
3100	Fleet Management	9.00	9.00	10.00	10.00	10.00	10.00	10.00	0.00
9000	Airport	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Total Other Funds		**65.60**	**73.30**	**76.30**	**84.70**	**84.70**	**84.70**	**84.70**	0.00
TOTAL COUNTY ALLOCATION		**2815.75**	**2941.00**	**3023.85**	**3068.35**	**3029.75**	**3046.65**	**3071.40**	**41.65**

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

SOLANO COUNTY STATISTICAL PROFILE

The County of Solano is strategically located along Interstate 80 between San Francisco and Sacramento. As one of California's original 27 Counties, Solano County is rich in history and offers many resources to the public and the business community. In addition to the unincorporated area, the County serves seven cities: Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo. Solano County is comprised of 909 total square miles, including 675 square miles of rural and farm lands, 150 square miles of urban land area, including cities and unincorporated areas, and 84 square miles of water.

The County provides the following services:

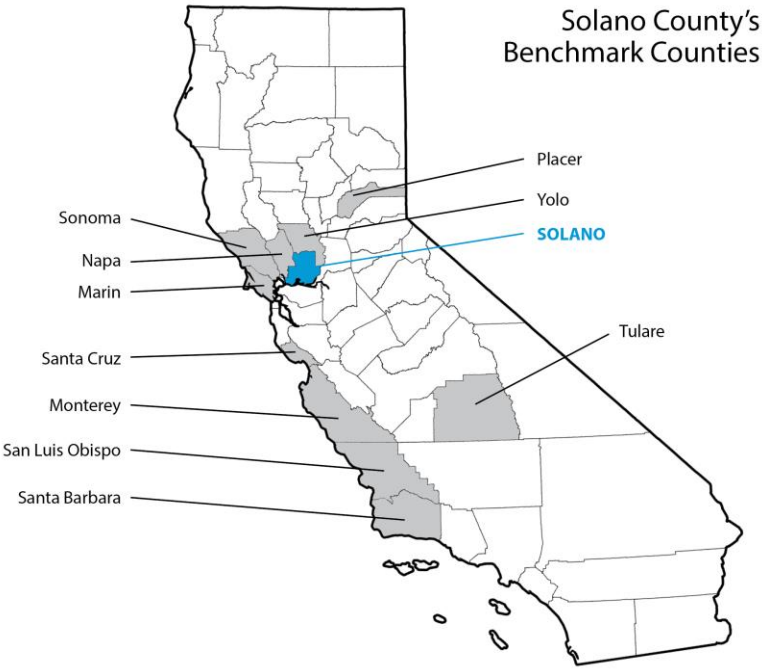
- Libraries (as contract services for cities)
- Jails and Juvenile Facilities
- Probationary Supervision
- District Attorney
- Public Defender and Alternative Defense
- Grand Jury
- Coroner and Forensic Services
- Airport
- Family Support Collection
- Public and Mental Health Services
- Indigent Medical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



*Notes the comparison counties were revised in 2019 to drop San Joaquin and Stanislaus and add Napa and Yolo

- They are the ten Counties closest to Solano in population – four with higher population and six with lower population.
- A total population of more than 125,000 but less than 525,000.
- All include both suburban and rural environments.
- None contain a city with more than 300,000 in population.
- Seven are coastal or Bay Area Counties
- Most have the same urban growth versus rural preservation challenges facing Solano County.

COUNTY POPULATION OVER TIME

The California Department of Finance's May 1, 2019 estimate of the population of Solano County is 441,307, increasing 2,205 residents or 0.5% over 2018 (see chart A). Of California's 58 Counties, Solano County ranks number 21 in terms of population size. Four of the seven cities saw growth between 2018 and 2019, with the highest growth rate in Rio Vista at 3.7%. Three cities, including Benicia, Suisun City and Vallejo all saw declines in population between 2018 and 2019.

California's population estimate was 39.93 million as of May 1, 2019, per the State Department of Finance. California, the nation's most populous State, represents 12.4% of the nation's population, or one out of every eight persons. Solano County's population represents 1.1% of the State population.

When you look at the County population since 2000, the rate of growth has tapered off to small annual increments. Between 2000 and 2010, the County grew by 18,802, or 4.8%, which is significantly less than the 54,121, or 15.9%, gains of the previous decade. Between 2010 and 2019, the County grew by 27,963 residents, or 6.3% (see chart B).

CHART A: SOLANO COUNTY POPULATION CHANGE FROM 2018 TO 2019

AREA	2018 POPULATION	2019 POPULATION	DIFFERENCE	PERCENTAGE
COUNTY TOTAL	439,102	441,307	2,205	0.5%
Benicia	**27,641**	**27,570**	**(71)**	**(0.3%)**
Dixon	19,533	19,794	261	1.3%
Fairfield	115,966	117,149	1,183	1.0%
Rio Vista	9,083	9,416	333	3.7%
Suisun City	**29,448**	**29,447**	**(1)**	**0.0%**
Vacaville	98,226	98,807	581	0.6%
Vallejo	**119,637**	**119,544**	**(93)**	**(0.1%)**
Unincorporated	19,568	19,580	12	0.1%

CHART B: SOLANO COUNTY POPULATION CHANGE FROM 1990 TO 2019

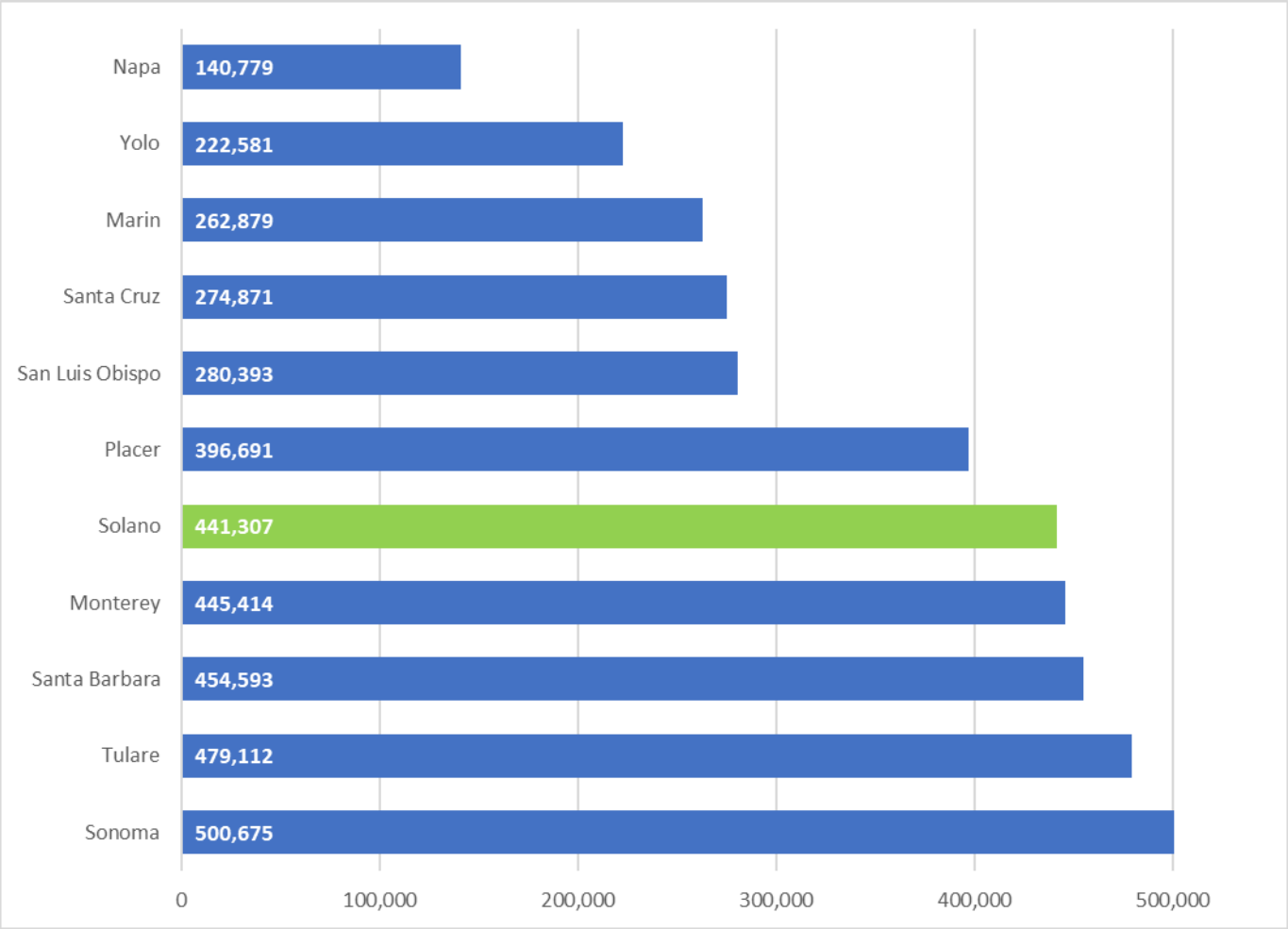
	1990	1990 to 2000		2000	2000 to 2010		2010	2010 to 2019		2019
Benicia	24,437	2,428	9.9%	26,865	132	0.5%	26,997	573	2.1%	**27,570**
Dixon	10,401	5,702	54.8%	16,103	2,248	14.0%	18,351	1,443	7.9%	**19,794**
Fairfield	77,211	18,967	24.6%	96,178	9,143	9.5%	105,321	11,828	11.2%	**117,149**
Rio Vista	3,316	1,255	37.8%	4,571	2,789	61.0%	7,360	2,056	27.9%	**9,416**
Suisun City	22,686	3,432	15.1%	26,118	1,993	7.6%	28,111	1,336	4.8%	**29,447**
Vacaville	71,479	17,146	24.0%	88,625	3,803	4.3%	92,428	6,379	6.9%	**98,807**
Vallejo	109,199	7,561	6.9%	116,760	(818)	(0.7%)	115,942	3,612	3.1%	**119,554**
Unincorporated	21,692	(2,370)	(10.9%)	19,322	(488)	(2.5%)	18,834	746	4.0%	**19,580**
Solano County	340,421	54,121	15.9%	394,542	18,802	4.8%	413,344	27,963	6.8%	**441,307**

Chart A and Chart B: Source: U.S. Census Bureau; California Department of Finance, Demographic Research Unit, May 2019

OUR CHANGING POPULATION – HOW WE COMPARE TO BENCHMARK COUNTIES

California's population grew by 0.5% in 2018, adding 186,807 residents per the California Department of Finance. Among the ten comparable benchmark counties, Placer County was the fastest growing County, adding 7,211 new residents, or 1.9%. Solano County grew at a modest rate, adding 2,205 new residents, or about 0.5% of the County's total population. Marin remained the slowest growing County among the comparable Counties, adding just 76 new residents. Sonoma, Santa Cruz and Napa Counties all lost residents, contracting 0.4%, 0.4% and 0.1%, respectively.

POPULATION OF BENCHMARK COUNTIES AND POPULATION GROWTH AND PERCENTAGE FROM 2018



Source: California Department of Finance, Demographic Research Unit, May 1, 2019

SNAPSHOT – SOLANO AT A GLANCE, DEMOGRAPHICS

EDUCATIONAL ATTAINMENT

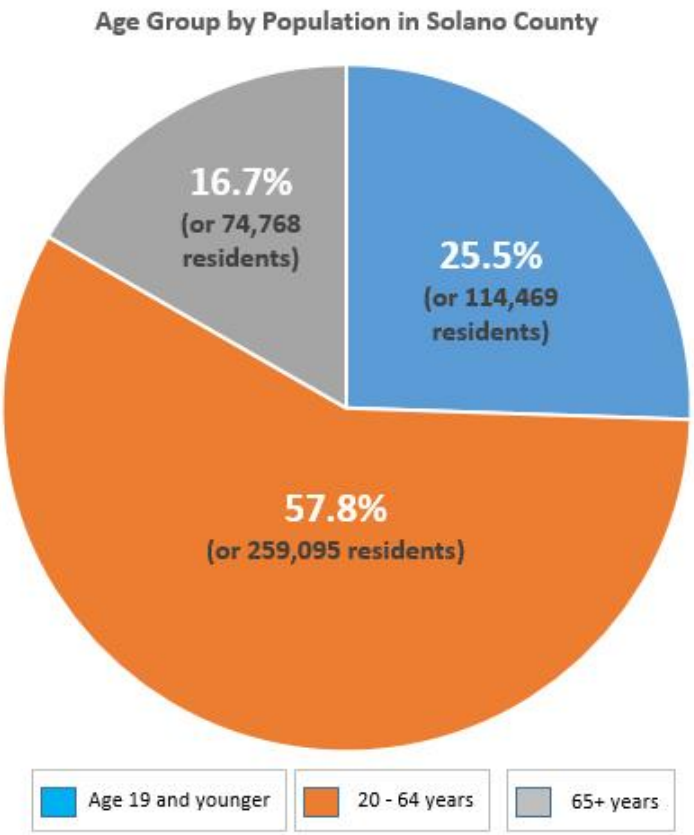
Solano County's graduation rate (81.4%) fell slightly in 2017/18 (the latest data available) from the previous academic year and remained under the State of California's graduation rate. Graduation rates (83%) increased for the State of California in 2017/18 overall. Per the 2013-1017 American Community Survey, more than a quarter of Solano County residents age 25 years and older (28.7%) have attended some college and 17.9% have earned either an associates and/or bachelor's degree, slightly lower (2.5%) than the State average of 20.4%. Solano County residents age 25 and older with a post graduate degree is 7.7%, 4.5% less than the State average of 12.2%.

AGE GROUP BY POPULATION

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

Approximately 25.5% of all people living in Solano County is age 19 or younger. This closely mirrors the State percentage of 25.9%, a difference of 0.4%.

Nearly three-quarters (or 74.5%) of Solano County's total population is comprised of working age adults between 20 and 64 years of age. This is slightly higher (0.4%) than the State of California's average of 74.1% of the total population.



Source: 2013-2017 American Community Survey, May 2019

In Solano County, individuals age 65 years and older represent approximately 16.7% of the total population, widening by 3.1% over the course of a year (up from 13.6% in 2018). In the State of California, this age demographic makes up approximately 15.2% 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 11 years Solano County will be increasingly more ethnically diverse.

Predictions for the year 2020 indicate that Solano County will be approximately 37.6% White, 27.3% Hispanic, 14.2% African-American, 14.2% Asian and 6.8% Mixed Race, just a slight shift from today's estimates. Please see population estimates chart for estimates for 2025 and 2030 to the right.

ETHNIC COMPOSITION OF SOLANO COUNTY RESIDENTS	2020 POPULATION ESTIMATES	2025 POPULATION ESTIMATES	2030 POPULATION ESTIMATES
White, non-Hispanic	37.6%	36.6%	35.8%
Hispanic or Latino	27.3%	28.4%	29.4%
African American, non-Hispanic	14.2%	14.1%	14.0%
Asian, non-Hispanic	14.2%	13.9%	13.6%
Mixed race, non-Hispanic	6.8%	7.1%	7.3%

Source: California Department of Finance, May 2019

SOLANO COUNTY – SIZE, DISTRIBUTION AND WHERE PEOPLE LIVE

According to the California Department of Finance's May 2019 City / County Population Estimates, statewide 83% of California residents live in incorporated cities and 17% in unincorporated areas. In contrast, 95.5% of residents in Solano County live within the County's seven cities. This phenomenon is by design. In the early 1980s the residents of the County passed an Orderly Growth Initiative, which was extended in 1994, that focuses most urban growth to the incorporated cities. The voters reaffirmed this measure through the adoption of the 2008 Solano County General Plan, sustaining a commitment to city focused growth through 2028.

In comparison to its benchmark Counties, Solano County is one of the smaller Counties in terms of square miles of land area. According to the U.S. Census Bureau, Solano County consists of 909 square miles, of which 84 square miles is covered with water. The San Pablo Bay, Suisun Bay, the Carquinez Straits, and the Sacramento River provide the County with natural borders to the south and east. Rich agricultural land lies in the northern area of the County while rolling hills are part of the southern area. Approximately 62% of the County land area is comprised of farmland.

This unique mixture of a sizeable urban population and a large rural/agricultural base may create some unique challenges for County government, including:

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

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

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

Source: U.S. Census Bureau, California Department of Finance, Demographic Research Unit, May 2019

SOLANO'S POPULATION LIVING IN POVERTY – HOW WE COMPARE

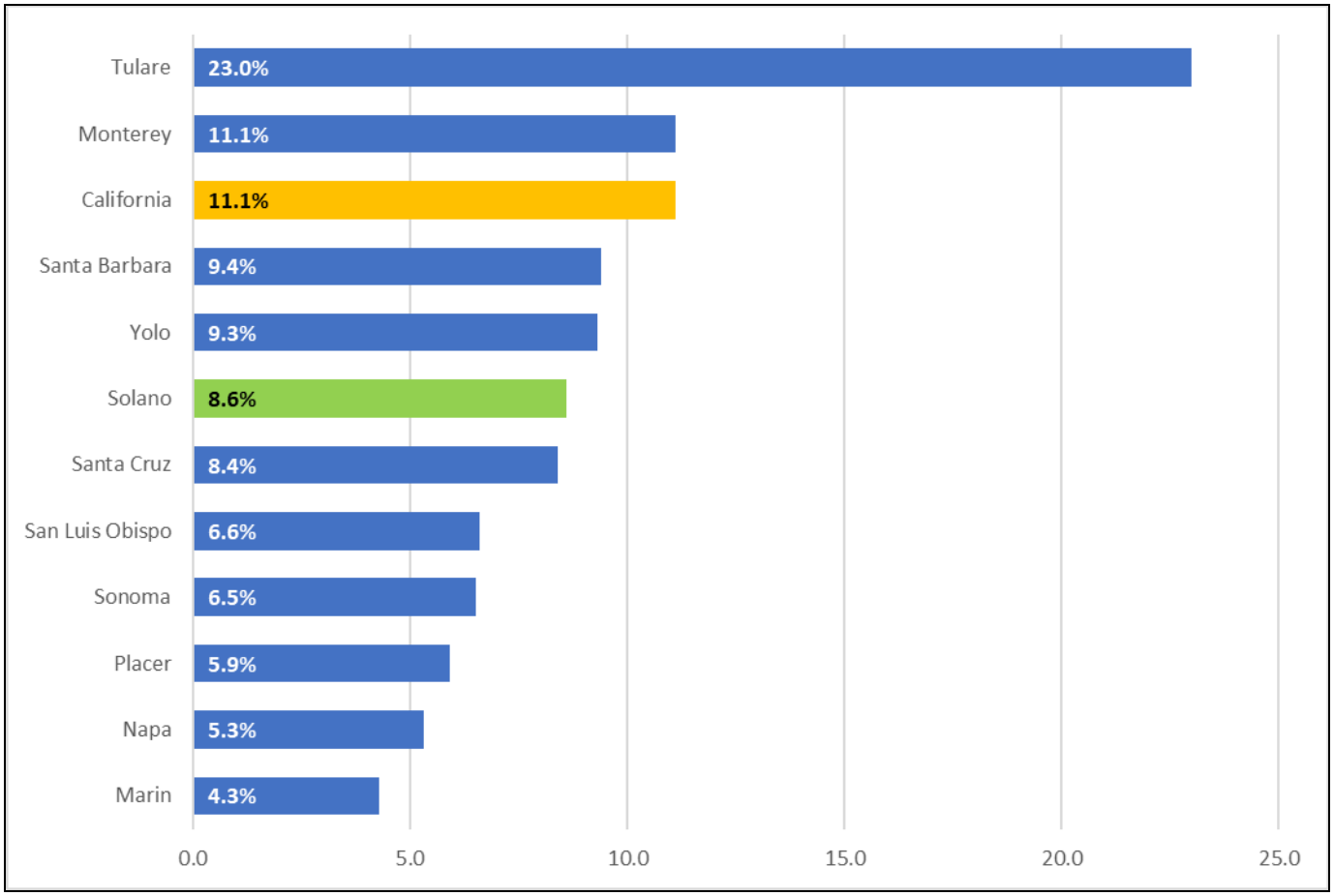
The U.S. Census Bureau defines the poverty threshold for an average family of four living in the United States (48 contiguous states and the District of Columbia, not including Alaska and Hawaii) as having a median annual family income of $61,372 or less. The average median annual family income for families of four living in Solano County is $83,654, approximately one-quarter or 36.0% higher than the national average.

Per the *2013-2017 American Community Survey* by the U.S. Census Bureau, 8.6% of the Solano County population (or 37,952 people) are living at or below the poverty level. The poverty rate in Solano County was 16.6% among residents age 18 and under and 22.7% among families with female head of household and no husband present.

The number of residents living at or below the poverty level varies considerably among Solano County's seven cities, including Benicia, 6.0% or 1,654 people; Dixon, 10.7% or 2,118 people; Fairfield, 8.8% or 10,309 people; Rio Vista, 7.0% or 659 people; Suisun City, 7.4% or 2,179 people; Vacaville, 6.6% or 6,521 people, and Vallejo, 11.7% or 13,987 people.

Solano County is located slightly above the mid-point when compared to benchmark Counties, with 6 Counties having lower poverty rates and 4 Counties with higher poverty rates. Solano County is 2.5% lower than the statewide average for families living at or below the poverty level.

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



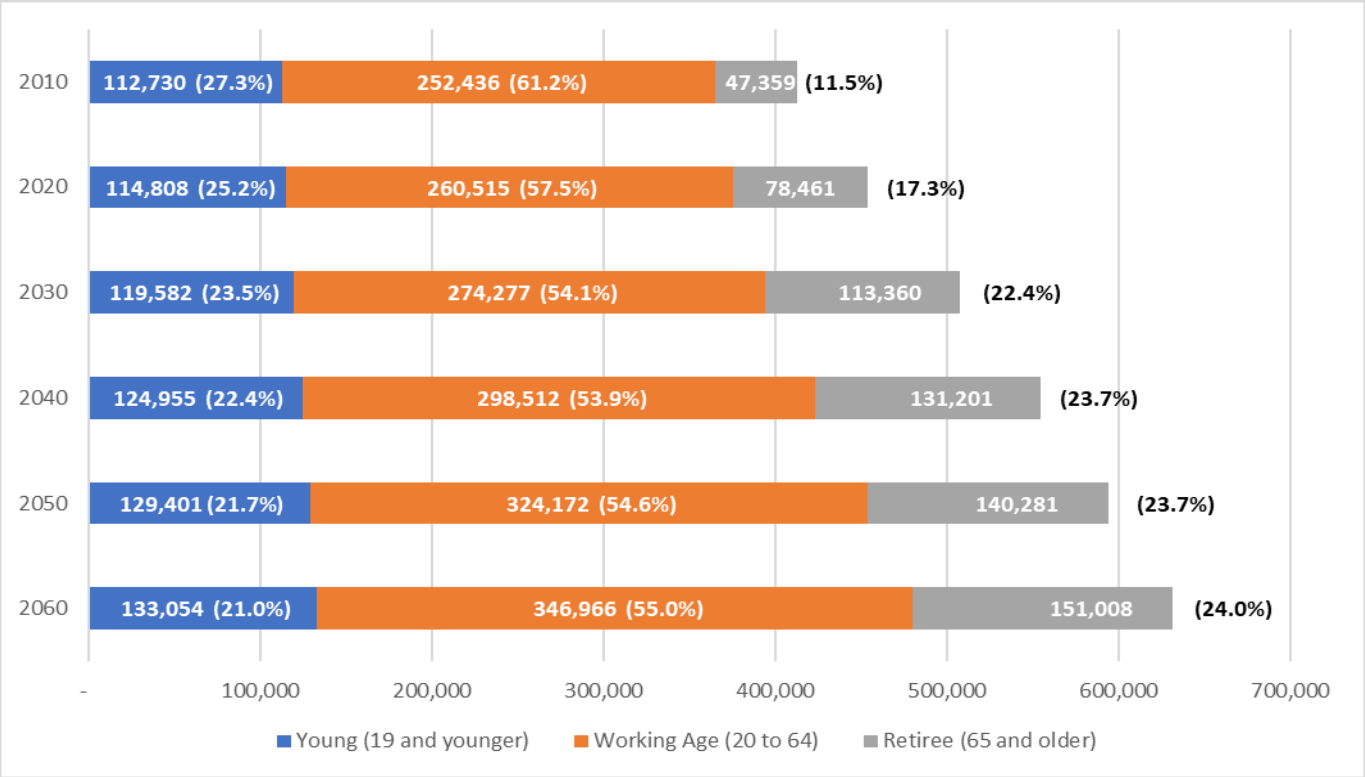
Source: U.S. Census Bureau, 2013-2017 American Community Survey

OUR CHANGING POPULATION – THE NEXT SEVERAL DECADES

Solano County's population is projected to grow from 412,525 in 2010 to 631,028 or 53.0% by 2060, according to projections by the California Department of Finance. The composition of this population is expected to shift significantly over the next 40 years, with the median age increasing from 37.5 in 2010 to 43.3 in 2060. The aging population will likely affect the types of service demands placed on the County and may impact statewide and regional planning efforts.

One way to evaluate this population change is to analyze the dependency ratio, which examines the population changes in relationship to the traditional working age population of individuals between age 19 to 64. In 2010, for every 6.2 people in the County workforce there were 2.6 children and 1.2 retirees. By 2060, the young population (19 and younger) is expected to increase by 20,324 or 18.0%; while the working age population by 94,530 or 37.4% and retiree population by 103,649 or 218.9%.

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



Source: California Department of Finance, May 2019

The Department of Finance projects more people will be entering the retiree population than those entering the workforce. Declines in school-age children are also projected to continue through 2020 before starting to recover a few years later.

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

AGE DEMOGRAPHIC	2010	2020	2030	2040	2050	2060
Young (19 and younger)	112,730	114,808	119,582	124,955	129,401	133,054
Working Age (20 to 64)	252,436	260,515	274,277	298,512	324,172	346,966
Retiree (65 and older)	47,359	78,461	113,360	131,201	140,281	151,008
TOTAL POPULATION	**412,525**	**453,784**	**507,219**	**554,668**	**593,854**	**631,028**

Source: California Department of Finance, May 2019

UNEMPLOYMENT AND THE ECONOMY

Per the California Employment Development Department's (EDD), California's unemployment rate edged up slightly in March 2019 even as the State continued adding jobs (24,000 non-farm payroll jobs in March). The Solano County unemployment rate was 4.6% in March 2019, up slightly from 4.1% in March 2018 and up from a record low of 3.8% in December 2018, and can be attributed to a slight decline in the number of jobs available in the trade, transportation and utilities sectors.

Between March 2018 and March 2019, overall employment in Solano County increased by 200 jobs. The size of the workforce of individuals actively seeking employment increased by 400. This resulted in a net increase of 200 unemployed residents.

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

UNEMPLOYMENT RATES FROM MARCH 2015 TO MARCH 2019 IN BENCHMARK COUNTIES

COUNTY	2015	2016	2017	2018	2019
MARIN	3.2%	3.2%	3.0%	2.3%	2.7%
SONOMA	4.5%	4.1%	3.8%	2.8%	3.3%
NAPA	4.9%	4.7%	3.9%	3.2%	3.5%
PLACER	5.5%	4.6%	4.3%	3.2%	3.7%
SOLANO	6.8%	5.7%	5.4%	4.1%	4.6%
CALIFORNIA	6.2%	5.6%	5.2%	4.2%	4.6%
SANTA BARBARA	5.6%	5.3%	5.5%	4.4%	4.9%
YOLO	7.1%	6.7%	5.9%	5.0%	5.3%
SANTA CRUZ	10.2%	8.8%	8.5%	6.3%	6.9%
MONTEREY	12.5%	10.5%	10.5%	9.4%	10.1%
TULARE	13.7%	12.4%	12.1%	11.0%	12.1%

Source: California Employment Development Department, March 2015 to March 2019

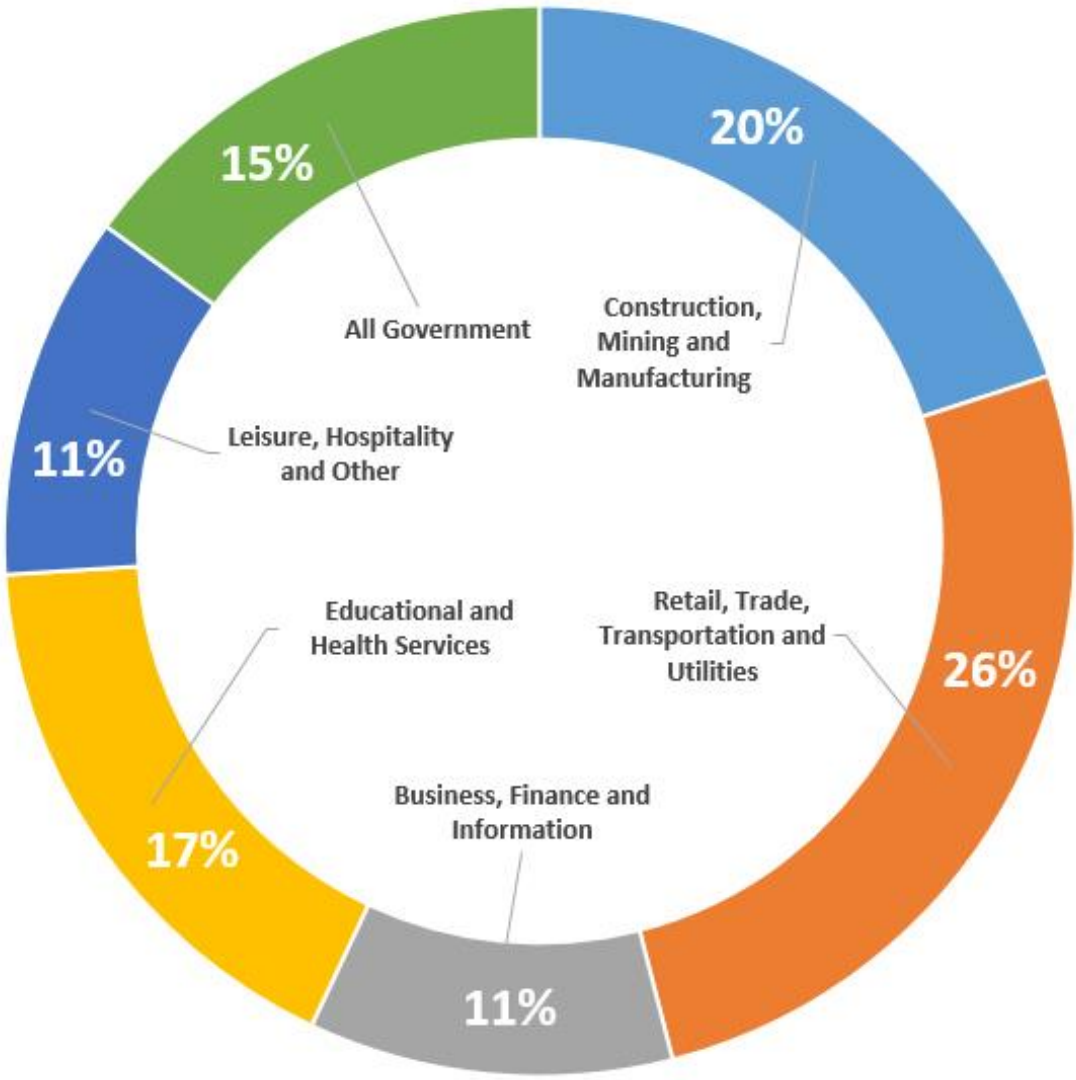
UNEMPLOYMENT RATES FROM MARCH 2015 TO MARCH 2019 IN SOLANO COUNTY CITIES

CITY	2015	2016	2017	2018	2019
BENICIA	3.9%	3.5%	3.3%	2.8%	3.0%
RIO VISTA	11.2%	11.2%	10.7%	3.3%	3.6%
VACAVILLE	5.0%	4.5%	4.3%	3.4%	3.7%
FAIRFIELD	5.6%	5.1%	4.8%	3.7%	4.3%
SUISUN CITY	5.5%	4.9%	4.7%	3.7%	4.4%
VALLEJO	8.5%	7.7%	7.3%	4.3%	4.8%
DIXON	6.3%	4.8%	4.6%	3.5%	5.1%

Source: California Employment Development Department, March 2015 to March 2019

According to the Workforce Development Board (WDB) of Solano County, several businesses closed their doors permanently in FY2018/19, affecting the local Solano County unemployment rate, including Sears Holdings Corporation, closed July 8, 2018, affecting 89 employees, Momentum Auto Group (never submitted a WARN notice to the State, WDB does not know exact number of layoffs) in November, 2018; State Farm Mutual Automobile Insurance Company, closed November 30, 2018, affecting 77 employees; Alamillo Rebar Inc., closed February 29, 2019, affecting 74 employees and Janssen, reduced operations starting April 15, 2019, affecting 49 employees. Three other companies had permanent layoffs, including DGA Inc. (188 employees), Gymboree Group (356 employees) and Anka Behavioral Health, Inc. (28 employees).

THE SOLANO COUNTY WORKFORCE – WHERE PEOPLE GO TO WORK, MARCH 2019



Source: California Employment Development Division for Solano County, March 2019

The seasonally unadjusted unemployment rate in Solano County was 4.6% in March 2019, which is 0.5% above the seasonally adjusted rate of 4.1% from last year. This rate compares with a seasonally unadjusted unemployment rate of 4.6% for California and 3.9% for the nation during the same period.

In Solano County, Retail, Trade, Transportation and Utilities (26%), Construction, Mining and Manufacturing (20%) and Educational and Health Services (17%) make up nearly two-thirds (63% or 131,859 workers) of the industries in Solano County. Last year, by contrast, Government made up the top three employers in the County, which has now taken the number four spot at 15%, a 2% decrease from 2018.

According to an economics forecast by the U.S. Bureau of Labor and Statistics *(March 2019)*, construction and manufacturing jobs, while they fell sharply during the economic recession, have increased by meaningful amounts in the past several years, and the industry will likely continue to see more jobs created – as the demand for affordable housing in Solano County continues to rise. Retail, trade, transportation, utilities, education and health services will also see a slight increase over the next several years, however, when compared to construction and manufacturing jobs, their increase is forecast to be modest.

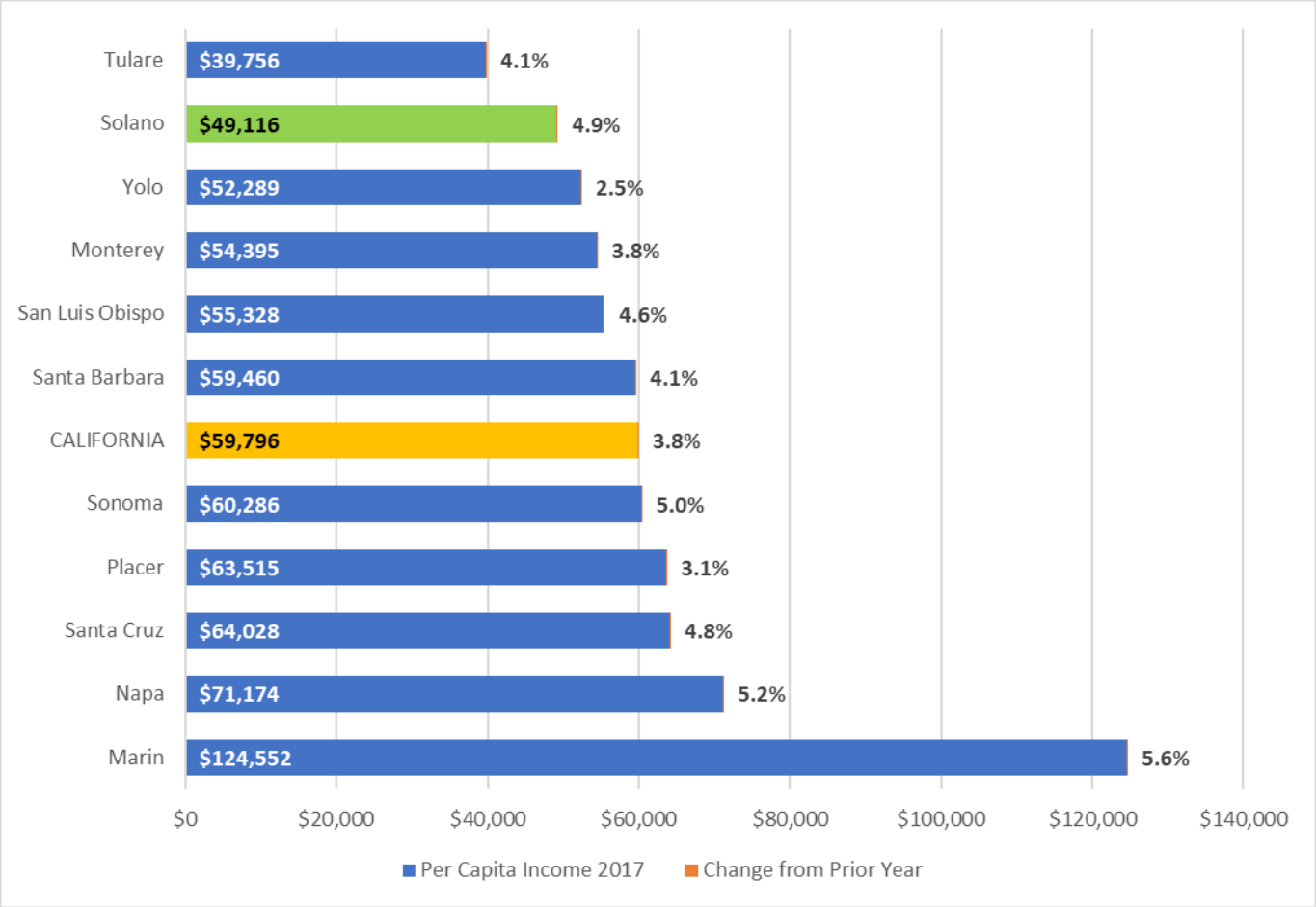
CHANGE IN PERSONAL INCOME – HOW IT AFFECTS PURCHASING POWER

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 *2018 Index of Economic and Community Progress* reported that real personal income per person in Solano County outpaced the national economy, and despite being lower than the State of California average, Solano County residents gained from the local and regional economy in the past year.

Per the 2018 statistics from the *U.S. Bureau of Economic Analysis* (the latest date the data is available), Solano County ranks as the second lowest in per capita income when compared to benchmark Counties. It should be noted, however, that Solano County's growth rate in per capita income increased by 4.9% (or $2,423) between 2016 and 2017, growing at a slightly faster pace than most of the benchmark Counties. Solano County's per capita income of $49,116 in 2017 is 17.9% or $10,680 less than the state's per capita income of $59,796.

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

CHANGE IN PER CAPITA INCOME IN BENCHMARK COUNTIES – 2017 DATA



Source: Bureau of Economic Analysis, U.S. Department of Commerce, 2018

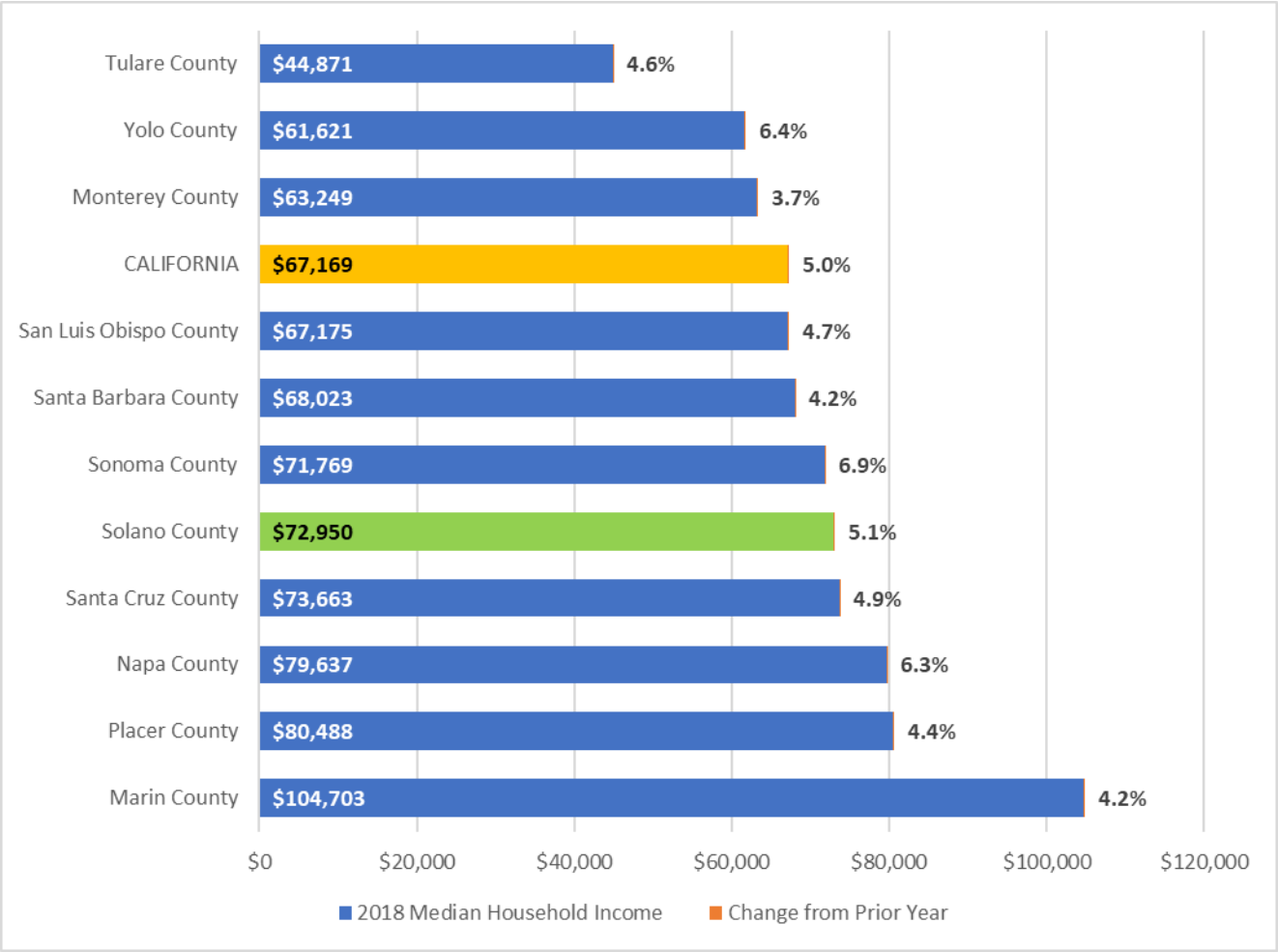
MEDIAN HOUSEHOLD INCOME COMPARISONS AMONG BENCHMARK COUNTIES

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 *2018 Index of Economic and Community Progress* reports that along with per capita income, median household income is a good indicator of how typical households generate and use income, including spending and savings.

Per the 2019 statistics from the California Department of Finance, Solano County ranks as the fifth highest in median household income when compared to benchmark Counties. Solano County's median household income of $72,950 in 2017 is an increase of $3,723 per household or 5.1% over the previous year (2016). Even with modest gains, Solano County still outpaced 60% of the benchmark Counties (or 6 out of 10) in median household income, including the State. By comparison, Solano County outperformed the State of California's median household income of $67,169 by $5,781 or 7.9%.

CHANGE IN MEDIAN HOUSEHOLD INCOME IN BENCHMARK COUNTIES – 2017 DATA



Source: 2013-2017 American Community Survey, CA Department of Finance – Figures are based on 2017 inflation dollars

Percent of Residents with Healthcare in Benchmark Counties				
BENCHMARK COUNTY	**Health Insurance Coverage**	**Private Health Insurance**	**Public Health Insurance**	**No Health Insurance Coverage**
Marin	94.8	78.5	31.3	5.2
Placer	93.9	79.1	30.1	6.1
Napa	92.6	74	32.7	7.4
Solano	**92.6**	**70.9**	**35.6**	**7.4**
Yolo	92.3	71.3	30.5	7.7
Santa Cruz	91.7	69.6	33.1	8.3
Sonoma	91.6	70.6	34.9	8.4
San Luis Obispo	91.4	73.4	32.8	8.6
California	**89.5**	**62.6**	**35.8**	**10.5**
Santa Barbara	88	63.9	35.5	12
Tulare	87.8	43.3	51.9	12.2
Monterey	86.3	56.6	39.1	13.7

Source: 2013-2017 American Community Survey. Percentages do not sum up to 100% as numbers reflect partial coverage and may be counted in both columns.

HEALTH INSURANCE COVERAGE, HOW WE COMPARE

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

Nationally, in 2017 (the latest date the data is available), 8.8% of people, or 28.5 million, did not have health insurance at any point during the year, meaning the percentage of people with health insurance coverage for all or part of 2017 was 91.2%. Between 2016 and 2017, the number of people with health insurance coverage increased by 2.3 million, up to 294.6 million. The increase in coverage can be attributed to a 0.6% increase in Medicare and a 0.2% increase in military/veteran coverage.

In California, between 2016 and 2017 (the latest date the data is available), the number of uninsured residents increased slightly from 7.3% in 2016 to 10.5% in 2017 or 3.2%, and, because several different survey methodologies are used to collect population survey data, estimates of California's uninsured populations can vary depending on the data source. It is important to note, however, that the uninsured rate in California has dropped by 10% since 2013 before implementation of the Affordable Care Act (ACA) – the largest reduction of any State in the nation.

PUBLIC ASSISTANCE AND HEALTH CARE COVERAGE IN SOLANO COUNTY

Solano County's Health and Social Services *Unduplicated Individual Count* report states that in December 2006, 14.7% of the County's population was receiving some form of public assistance, including CalFresh, CalWORKs, General Assistance and/or Medi-Cal (healthcare). In 2010, at the bottom of the recession, the percentage of the population receiving some form of public assistance increased to 18.7%. Today, 24.7% of the County's total population receives some form of public assistance.

The increase is due to the 2014 ACA expansion of Medi-Cal, designed to cover greater numbers of the working low wage earners, many of whom previously lacked any options for healthcare coverage. While the numbers of residents needing public assistance in the form of cash aid has decreased to lower than pre-recession levels, the total number of residents accessing healthcare coverage through Medi-Cal is more than 1.5 times what it was 12 years ago. Today, approximately one-quarter or 24.7% of the total County population relies on Medi-Cal for healthcare access, as compared 14.7% in December 2006.

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

Point in Time Data	April 1, 2019	December 1, 2010	December 1, 2006
Individual Count	109,414	77,393	60,523
Percent of Population	24.7%	18.7%	14.7%
Total County Population	441,307	413,129	411,351

COMMUTING DISTANCES IN BENCHMARK COUNTIES

Per the U.S. Census Bureau, Overflow Data estimates that Californians spend more time in the car than commuters in most other states, with an average drive time of 28.9 minutes one-way. The distance to work also plays a major role in how long workers spend in the car, traveling further and further to get to their jobs. When compared to the benchmark counties, Solano County ranks third lowest in the number of drivers who drive more than 50 miles one way to get to work (16.7%), just behind Marin (13.5%) and Napa (14.5%) Counties. Monterey County workers travel the furthest to get to work with more than a quarter of all workers (25.5%) traveling more than 50 miles one-way.

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	100,663	13,545	13.5%	17,703	17.6%	32,294	32.1%	37,121	36.9%
Napa	66,428	9,630	14.5%	8,384	12.6%	20,607	31.0%	27,807	41.9%
Solano	**133,445**	**22,237**	**16.7%**	**25,004**	**18.7%**	**31,791**	**23.8%**	**54,413**	**40.8%**
Sonoma	174,559	30,187	17.3%	16,152	9.3%	35,385	20.3%	92,835	53.2%
Santa Cruz	89,879	15,749	17.5%	6,837	7.6%	19,557	21.8%	47,736	53.1%
Placer	133,360	25,205	18.9%	12,424	9.3%	34,653	26.0%	61,078	45.8%
Tulare	138,599	27,989	20.2%	12,779	9.2%	29,875	21.6%	67,956	49.0%
Yolo	71,119	14,565	20.5%	10,755	15.1%	19,749	27.8%	26,050	36.6%
San Luis Obispo	96,570	20,804	21.5%	7,744	8.0%	26,665	27.6%	41,357	42.8%
Santa Barbara	164,429	39,165	23.8%	19,442	11.8%	20,373	12.4%	85,449	52.0%
Monterey	151,865	38,763	25.5%	13,357	8.8%	30,752	20.2%	68,993	45.4%

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

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

The *2018 Index of Economic and Community Progress* reports that less than half of all jobs with Solano County employers are filled by County residents, meaning that more people are on the roadways, commuting in and out of the County for work. Recent projects on Interstate 80, express lane construction and other roadway improvement are helping alleviate some traffic congestion, however, with a low unemployment rate and positive labor market, there are simply more cars on the road. Since 2009, Solano County residents are spending more time in their cars, an average of 2.4 minutes more in each direction, with an average drive time of 31.8 minutes as of 2017 (the latest date the data is available).

TIME TO WORK (minutes)	2009		2010		2016		2017	
	Count	Share	Count	Share	Count	Share	Count	Share
Less than 10 minutes	22,948	13.1%	22,618	12.7%	21,827	12.0%	21,805	11.7%
10 to 14 minutes	26,101	14.9%	26,714	15.0%	27,070	15.2%	27,956	15.0%
15 to 19 minutes	24,524	14.0%	25,111	14.1%	24,993	14.0%	26,278	14.1%
20 to 24 minutes	18,919	10.8%	19,056	10.7%	18,700	10.5%	19,010	10.2%
25 to 29 minutes	7,357	4.2%	7,480	4.2%	8,192	4.6%	8,014	4.3%
30 to 34 minutes	19,619	11.2%	20,837	11.7%	18,878	10.6%	19,196	10.3%
35 to 44 minutes	12,262	7.0%	12,110	6.8%	11,576	6.5%	12,487	6.7%
45 to 59 minutes	17,167	9.8%	17,631	9.9%	17,275	9.7%	18,078	9.7%
60 or more minutes	26,276	15.0%	26,536	14.9%	30,097	16.9%	33,547	18.0%
Mean travel time (minutes)	**29.4**		**29.5**		**30.4**		**31.8**	

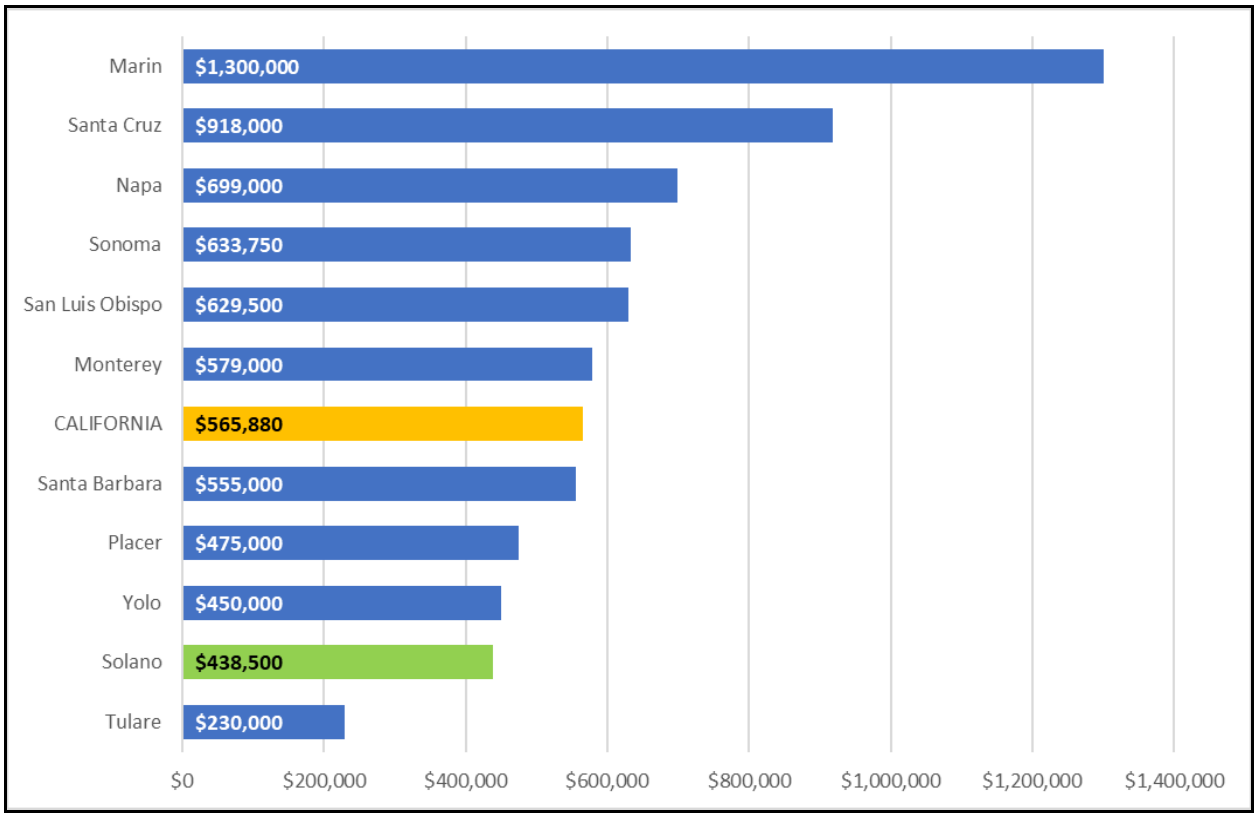
(Source: United States Census Bureau, http://factfinder.census.gov)

HOUSING AFFORDABILITY

The California Association of REALTORS® reports that Solano County's median home price in March 2019 was $438,500, a $6,500 or 1.5% decline from March 2018. This is down from a spike of $450,000 in December 2018, most likely as a result of an interest rate hike that affected pricing. While this value has declined slightly over the past year, housing prices in Solano County remain affordable when compared to the Bay Area, where the average home price is $730,000 (May 2019).

Solano County ranks second in housing affordability among the 10 benchmark Counties and three spots below the Statewide average. The average home price in Solano County is 29.0% or $127,380 lower than the State average. Solano County's average home price is $11,500 (or 2.5%) less than the next highest benchmark County; Yolo County, and $861,500 or 196.5% less than the most expensive of the benchmark Counties; Marin County.

AVERAGE HOUSING PRICES WHEN COMPARED TO BENCHMARK COUNTIES



(Source: The California Association of REALTORS®)

SOLANO COUNTY CITIES MEDIAN HOME VALUES, YEAR-OVER-YEAR CHANGE, 2018-2019

CITY	March 1, 2019	March 1, 2018	% Change
Benicia	$653,100	$647,509	0.9%
Dixon	$438,000	$431,782	1.4%
Fairfield	$454,300	$445,500	1.9%
Rio Vista	$374,000	$371,789	0.6%
Suisun City	$400,800	$386,797	3.5%
Vacaville	$455,300	$444,505	2.4%
Vallejo	$422,100	$401,251	4.9%

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

SINGLE-FAMILY HOME AND APARTMENT RENTAL PRICES ARE ON THE RISE

While housing prices have declined slightly from the previous year, rental prices, however, have slowly increased, another sign of excess demand for both housing purchases and rental housing. Per Zillow Research, in March 2018, the average rental price for one and two-bedroom apartments in Solano County was $1,561 per month. In March 2019, that figure was $1,635 per month, an increase of 4.7%.

Per the *2018 Index of Economic and Community Progress*, the home and apartment rental price in Solano County continues to slowly rise year-over-year, however it remains less than half of the same rate in San Francisco County – who's average rental price for a two-bedroom apartment is $4,506 – making Solano County, in comparison, an affordable place to rent.

Additionally, regional fires in 2018 may have placed additional pressure on rental pricing in Solano County, especially if the County continues to receive fire survivors migrating from the west and north. In contrast, Sacramento County has consistently been between $200 and $300 less than Solano County since 2011 in all terms of rental prices, including single-family homes and one and two-bedroom apartments.

The table below illustrates the year-over-year change in the median cost to rent a single-family home and/or two-bedroom apartment in each of Solano County's seven cities. The City of Benicia has the highest rent, as of March 1, 2019, at $1,918 per month, whereas Rio Vista has the lowest rent at $1,302 per month. Rental prices have remained relatively steady in 6 of the 7 cities in Solano County, growing at an average of 4.6% per year, with Suisun City having the most significant year-over-year increase in 2019 at 11.1%.

SOLANO COUNTY CITIES MEDIAN HOME/RENTALS COST, YEAR-OVER-YEAR CHANGE, 2018-2019

CITY	March 1, 2019	March 1, 2018	% Change
Benicia	$1,918	$1,879	2.1%
Fairfield	$1,778	$1,689	5.3%
Vallejo	$1,741	$1,706	2.1%
Vacaville	$1,725	$1,639	5.2%
Suisun City	$1,590	$1,431	11.1%
Dixon	$1,394	$1,310	6.4%
Rio Vista	$1,302	$1,276	2.0%

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

Suisun City rental prices went from $1,431 on March 1, 2019 to $1,590 as of March 1, 2019 – a 11.1% increase in the year-over-year cost of rental housing in the city. The increase in rent, per RENTCafé, a nation-wide rental market listing agency, is due to the increased demand for housing in the Bay Area. Workers are willing to commute longer distances, including to the San Francisco Bay Area, San Jose, Santa Clara and Silicon Valley while living in Solano County.

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

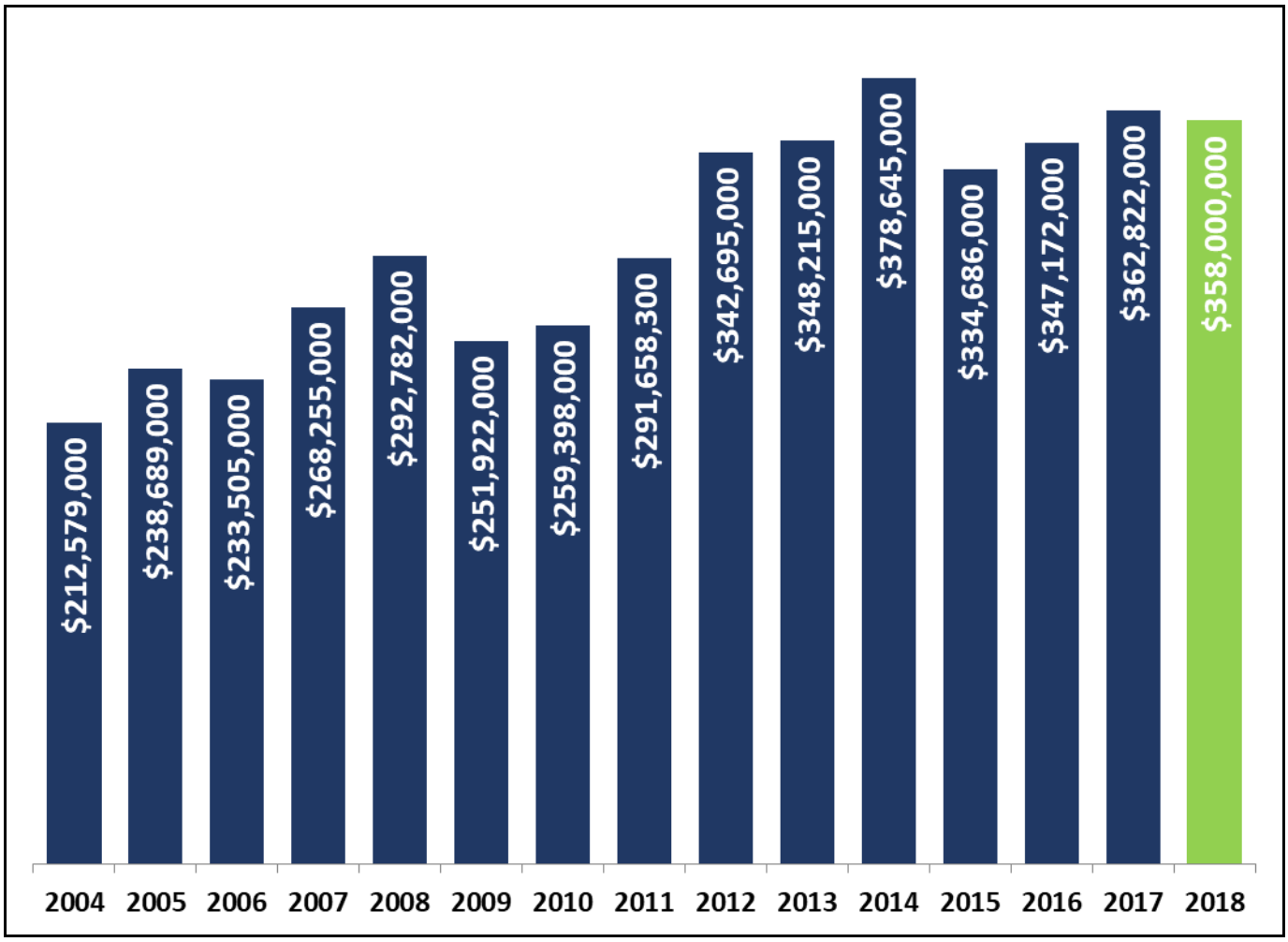
SOLANO COUNTY AGRICULTURAL CROP AND LIVESTOCK VALUE

Solano County Department of Agriculture, Weights and Measures is still working with local growers to determine farm gate value (a farm gate value is the net value of a product when it leaves the farm and after marketing costs have been subtracted) for 2018. Early estimates by the Department put this number at more than $358,000,000, a potential decrease of $4.82 million dollars (or 1.3%) under the previous fiscal year's totals of $362,822,000.

Nursery Products are the top crop in 2018, with Processing Tomatoes and Alfalfa rounding off the top three crops. Solano County farmers produce more than 80 different commodities including fruits, nuts, vegetables, grains, seed, nursery stock, livestock, poultry and apiary.

According to the State of California Employment and Development Department's (EDD) March 2019 report, Solano County supports approximately 1,300 farm related jobs, essentially flat from the previous year. While agricultural jobs only make up a small fraction of all jobs in the County (less than 1%), agricultural production is part of a much larger industry cluster that spans the full spectrum of economic activity, including activity from before the crops get into the field to the value-added processing in consumer products. The Moving Solano Forward project identifies this food-chain cluster as supporting more than 8,940 jobs and $1.54 billion in economic output (as of 2017, the latest date the data is available), representing approximately 7.8% of the County's total $19.65 billion-dollar Gross Regional Product.

2019 *ESTIMATED* GROSS AGRICULTURE CROP VALUES FOR SOLANO COUNTY



*Source: County of Solano Agricultural Commissioner (*very early estimates for the 2018 Crop Report)*

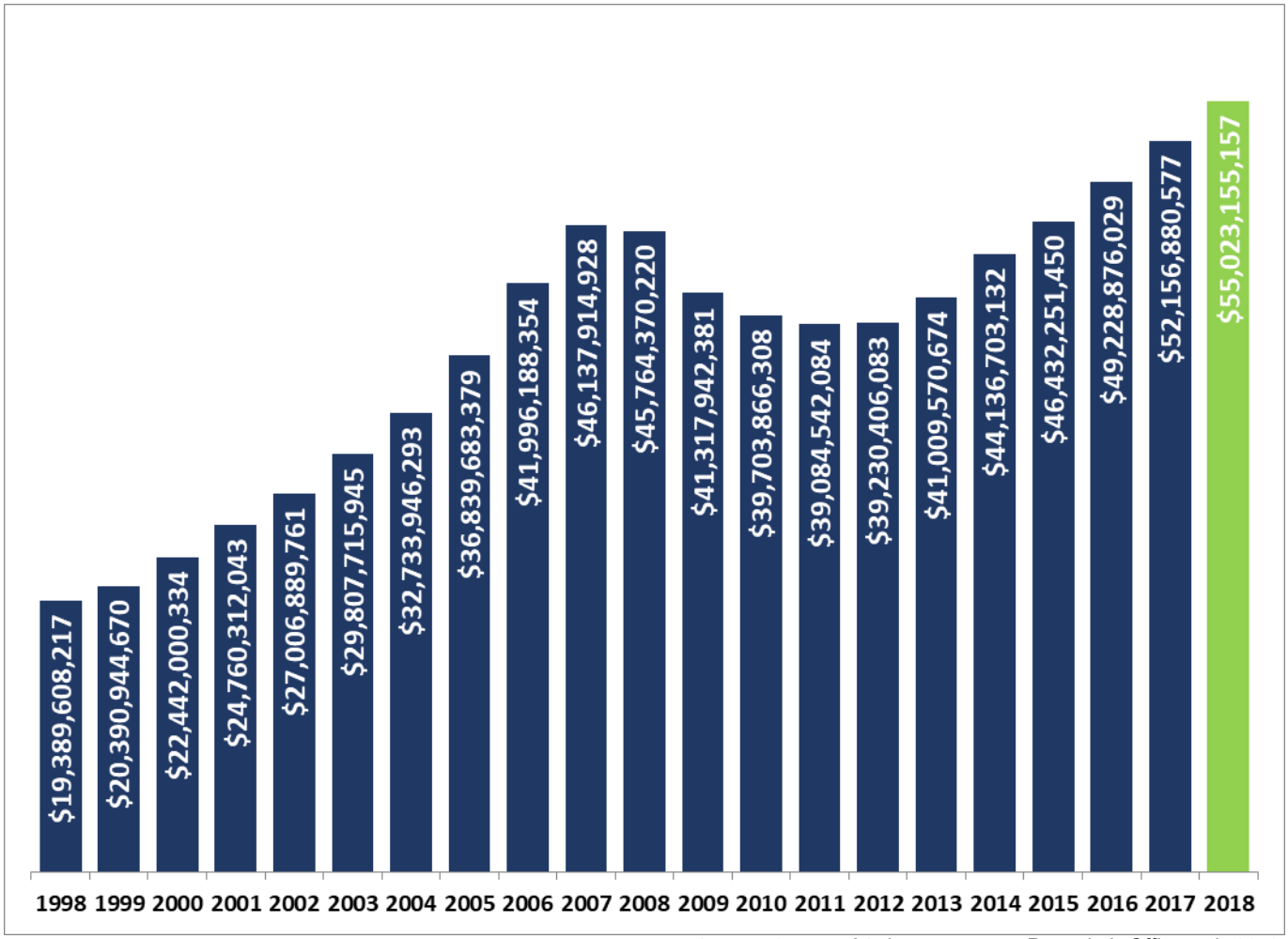
COUNTY ASSESSED VALUES AND GROWTH

Property taxes are a major source of local governmental revenues and are determined by assessed values. The property tax rate throughout the State of California is 1% of assessed values. The FY2018/19 Property Assessment Roll of $55 billion increased 5.5% or $2.8 billion from the prior year's roll value and represents property ownership in Solano County as of January 1, 2018. This is the seventh year of increasing assessed values since the bottom of the market in 2011.

Some lingering effects of the Great Recession can still be felt in the assessed values of properties in Solano County, which experienced dramatic drops in median home prices and high numbers of foreclosures and short sales. Per the California Association of REALTORS®, the median home price fell from a high of $475,755 in 2006 to a low of $179,000 in 2011. As of March 2019, the median home price in Solano County is $438,500, down 1.5% or $6,500 from the $445,000 median home value in 2018.

The real estate market recovery for resale continues to fuel the decrease in the number of properties on Proposition 8 status - a temporary reduction in property values below their established Proposition 13 base year value. Per the Solano County Assessor-Recorder's Office, there are 146,714 parcels Countywide. As of July 2018, 11,120 of those parcels remain on Proposition 8 status, 3,310 parcels fewer than August 2017. At its peak 2012, the total number of parcels on Proposition 8 status was 78,000 parcels Countywide.

LOCAL ASSESSED VALUES FOR SOLANO COUNTY



Source: County of Solano, Assessor-Recorder's Office, July 2018

BUILDING PERMITS IN SOLANO COUNTY

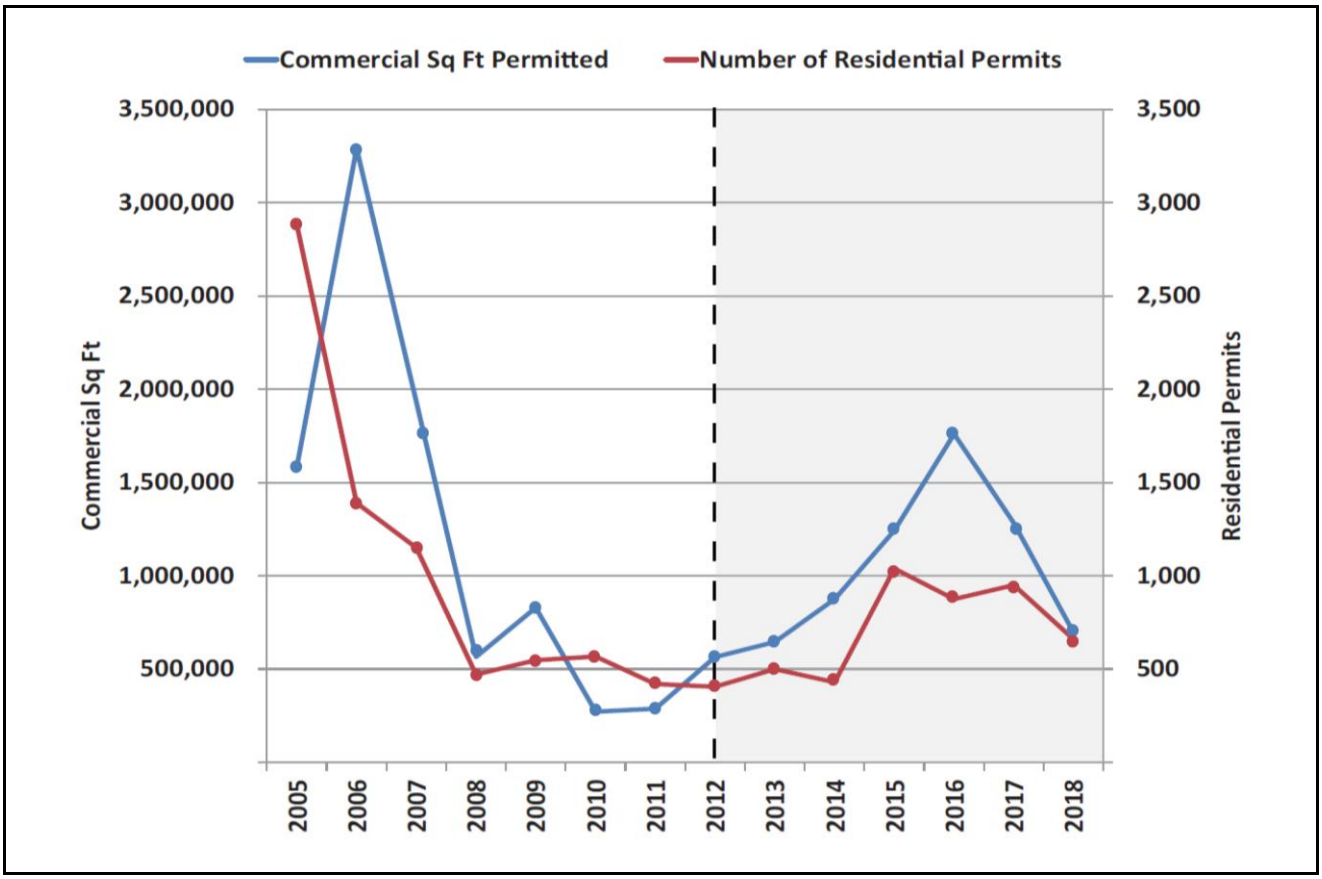
Per the *US Census Bureau for Construction Spending* and *2018 Index of Economic and Community Progress,* building permits generally act as a leading indicator of economic activity, predicting the growth of construction jobs and the demand for raw materials in order to build residential and commercial units.

Approximately 684,000 square feet of new commercial space was permitted in fiscal year July 2017 to June 2018. There were also 659 residential building permits issued. Fairfield, Vacaville and the unincorporated Solano County is where 85.0% of commercial permits were pulled. Dixon, Fairfield and Vacaville is where 82% of new housing permits were pulled in FY2017/18 for Solano County.

Residential building permit data is a way to forecast an increase in housing units, construction activity around housing and subsequent impacts on the local economy. The amount of commercial space permitted is another indicator of future construction and business confidence in the regional economy, as employers build or occupy more space as the demand grows.

The chart below indicates that building permits for both residential and commercial space fell in volume in FY2017/18 when compared to the previous fiscal year. As rebuilding after the fires in Sonoma, Napa and Butte Counties continues, construction costs may rise and slow down permitting and building activity in Solano County – as construction resources, such a contractors and construction workers – focus on other parts of California for new housing units and commercial spaces.

SOLANO COUNTY RESIDENTIAL AND COMMERCIAL BUILDING PERMITS, FISCAL YEARS 2004-2005 TO 2017-2018 / COMMERCIAL SQUARE FEET AND RESIDENTIAL UNITS PERMITTED



Sources U.S. Census Bureau & 2018 Index of Economic and Community Progress

2011 PUBLIC SAFETY REALIGNMENT AND ASSEMBLY BILL 109

Since the implementation of Assembly Bill 109 (AB 109) in October 2011, the Solano County jail population continues to fluctuate. As of March 2019, the County jail was housing 46 parole violators (known as 3056 PC), 56 Post Release Community Supervision (PRCS) violators and 65 locally sentenced offenders (known as 1170 offenders), making up approximately one-quarter or 23.7% of the jail population, which on March 1, 2019 was 705 inmates.

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

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

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

	Solano County Probation			Solano County Sheriff - Custody				Total
	PRCS	1170h PC	Adults	3056 PC	1170h PC	PRCS	Other	
March 1, 2017	321	97	2,540	38	119	57	821	3,993
March 1, 2018	384	98	2,565	52	104	48	560	3,811
March 1, 2019	413	100	2,373	46	65	56	583	3,636
Change from 2018	**29**	**2**	**(192)**	**(6)**	**(39)**	**8**	**23**	**(175)**
% Change	7.6%	2.0%	(7.5%)	(11.5%)	(37.5%)	16.7%	4.1%	(4.6%)
Change from 2017	**92**	**3**	**(167)**	**8**	**(54)**	**(1)**	**(238)**	**(357)**
% Change	28.7%	3.1%	(6.6%)	21.1%	(45.4%)	(1.8%)	(29.0%)	(8.9%)

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

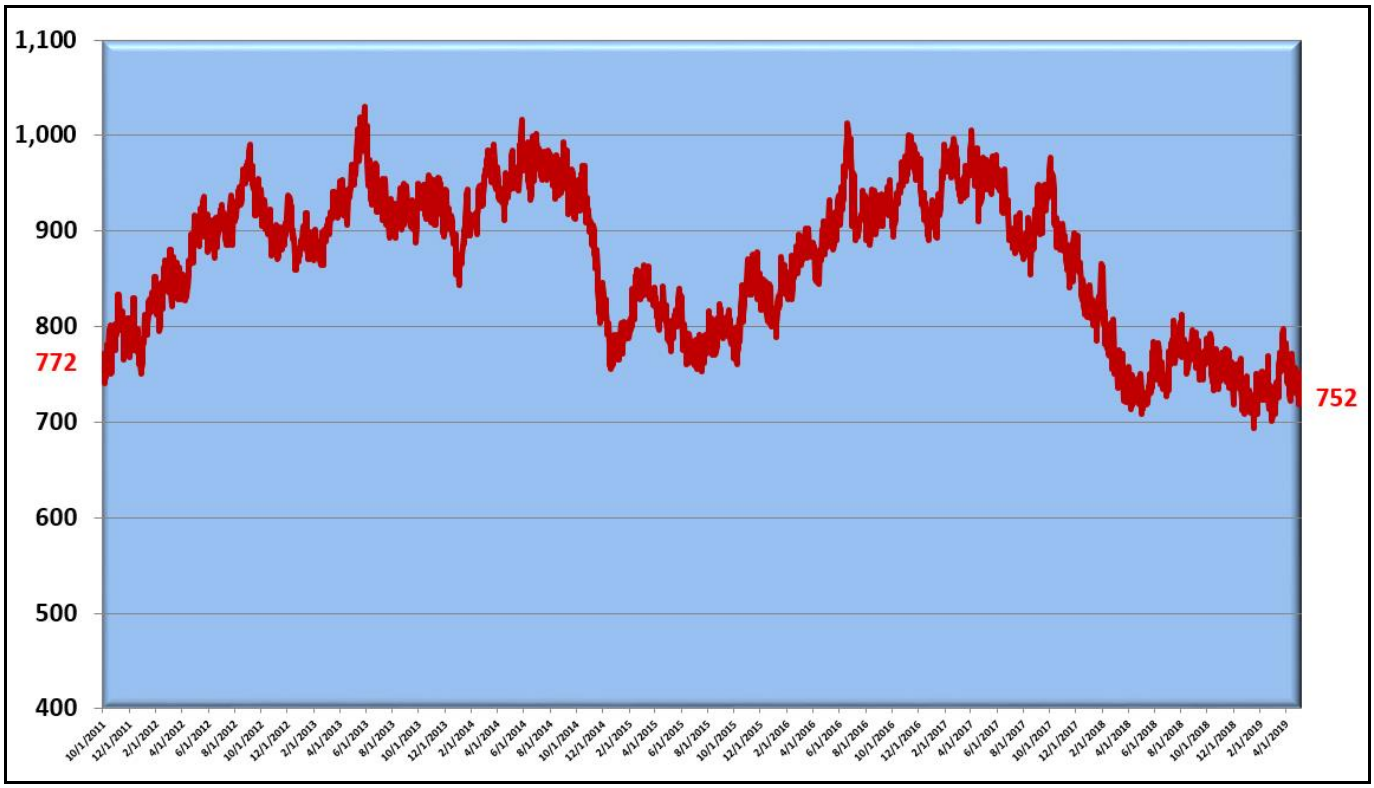
PROP. 57 – PAROLE FOR NON-VIOLENT CRIMINALS AND JUVENILE COURT TRIAL REQUIREMENTS

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

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

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

SNAPSHOT – JAIL POPULATION TREND, OCTOBER 1, 2011 – MAY 6, 2019



Source: Solano County Sheriff's Office

The FY2019/20 Recommended Budget reflects a projected increase of approximately 17 inmates to the average daily jail population from FY2018/19. 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 eight and one-half years, the average daily jail population has grown and contracted several times. As of May 6, 2019, the latest date the data is available, the 30-day average jail population is 752 inmates. This is 20 fewer inmates on average than when AB 109 jail population data was first collected.

This 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 must consider offender's ability to post bail and when appropriate, reduced bail amounts, bail alternatives and the reduction of leased jail beds (March 2018). Additionally, while the jail population has leveled off, the Sheriff has seen an increase in the number of inmates requiring Administrative Separation (AdSep). Inmates requiring AdSep are more prone to disrupt jail operations and are therefore placed in a cell by themselves – a cell that would normally house two inmates.

PRINCIPAL TAX PAYERS

COUNTY OF SOLANO, CALIFORNIA

Principal Taxpayers with over $50,000,000 in Assessed Value for FY2018/19

Principal Property Tax Payers	Business Type	Assessed Value	Tax Obligation
Valero Refining Company	Energy	$932,499,199	$11,035,447
Genentech, Inc.	Manufacturing	$845,638,316	$10,239,880
Pacific Gas and Electric Co.	Utility	$789,322,912	$12,459,520
Anheuser-Busch	Manufacturing	$308,747,472	$3,695,054
Solano 3 Wind LLC	Energy	$192,951,674	$1,988,366
Shiloh Wind Project II	Energy	$192,508,182	$1,983,796
Star-West Solano LLC	REITS and Finance	$187,347,022	$2,236,787
California Northern Railroad	Transportation	$172,303,859	$2,287,978
Invitation Homes, Inc.	Manufacturing	$167,735,940	$2,181,390
PW Fund A LP	Warehouse	$166,300,676	$2,077,923
Shiloh III Wind Project	Energy	$153,439,518	$1,581,194
Icon Owner Pool 1 LLC	Transportation	$138,814,450	$1,645,809
Shiloh IV Wind Project LLC	Energy	$127,171,908	$1,310,506
Colony Starwood Homes	Manufacturing	$117,257,670	$1,516,577
Nextera Energy	Energy	$110,167,551	$1,135,276
CPG Finance II LLC	Commercial Sales and Service	$108,070,174	$1,478,601
Alza Corporation	Manufacturing	$102,898,012	$1,242,308
Shiloh I Wind Project LLC	Energy	$98,873,548	$1,018,891
NT Dunhill I LLC	Real Estate	$97,271,606	$1,368,884
SFPP, LP	Energy	$95,293,237	$1,344,377
Pacific Bell Telephone Co.	Utility	$94,001,509	$1,394,889
Meyer Cookware Industries, Inc.	Distribution / Manufacturing	$92,484,280	$1,129,215
Park Management Corp.	Theme Park	$87,068,220	$1,080,420
AMFP III Verdant LLC	Improved Multiple Residential	$85,924,000	$1,223,029
Centro Watt Property Owner II	Commercial Sales and Service	$82,062,791	$1,067,528
High Winds LLC	Energy	$81,410,547	$838,935
Kaiser Foundation Hospitals	Health Care	$77,433,692	$1,081,822
Gateway 80 Owner LP	Warehouse	$75,928,123	$972,332
JDM 111 2600 Napa LLC	Warehouse	$62,944,200	$686,829
Prime Ascot LP	Real Estate	$61,652,855	$1,108,888
Wal-Mart Real Estate	Real Estate	$59,997,971	$714,066
Sequoia Equities-River Oaks	Real Estate	$57,815,902	$703,169
MG North Pointe Apartments LLC	Real Estate	$57,631,996	$706,579
N/A Rolling Oaks-88 LP	Real Estate	$57,453,000	$697,622
Ball Metal Beverage Container Corp	Distribution / Manufacturing	$57,319,466	$615,324
State Compensation Insurance Fund	Insurance	$55,871,542	$723,856
GPT Fermi Drive Owner LP	Warehouse	$55,080,000	$657,210
APS West Coast, Inc.	Auto Processor	$53,229,297	$629,578
North Village Development, Inc.	Home Builder	$50,931,944	$683,991
		$6,410,854,261	**$80,543,846**

***NOTE**: The tax obligation is calculated at 1 percent + voter approved bonds and any special assessments. Rates may vary by Tax Area Code. LLC - Limited Liability Company | LP - Limited Partnership

Source: County of Solano, Tax Collector/County Clerk, March 2019

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PURPOSE

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

LEGAL BASIS

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

FORMS

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

PERMISSION TO DEVIATE

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

FUNDS AND ACCOUNTS

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

Fund Types

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

BASIS OF ACCOUNTING/BUDGETING

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

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

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

LEGAL DUTIES AND DEADLINES

State Controller (Government Code §29005)

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

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

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

All County Officials (Government Code §29040)

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

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

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

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

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

COUNTY STRATEGIC PLAN IMPLEMENTATION

The FY2019/20 Recommended Budget supports several of the 2007 County Strategic Plan, Goals and Initiatives. A key priority is financially supporting the Goals, Strategic Objectives and departmental activities consistent with the Plan.

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

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

The County will encourage healthy, active lifestyles by promoting change toward wellness through healthy programs, partnering with schools, hospitals and cities, early intervention with children and families, providing for access to services including health care, dental care and mental health, assisting our vulnerable including seniors, children and the disabled. As a large employer, the County will continue to model the importance of health and wellness throughout its workforce.

Goal: Ensure responsible and sustainable land use

The County, working with the cities, education, workforce training and business leaders, non-profit providers and interested citizens, encouraging environmentally friendly building and business activities that helps create a high quality of life in Solano County.

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

Goal: Maintain a safe community

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

Goal: Invest in and for the future

Focused both internally and externally, work efforts involve customer service training and continuous quality improvement, survey and focus groups, succession planning, employee training and development, technology investment and financing of capital projects and renewal efforts to ensure access to services in the future.

BUDGET GOALS AND OBJECTIVES

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

The intent of the Budget document is to:

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

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

- The Budget must be balanced with appropriations equaling the combined total of estimated revenues, Fund Balance and/or reserves.
- Wherever possible, the Budget should be balanced with identified ongoing revenue sources equaling ongoing and reasonably expected appropriations.

- To the extent possible, one-time money should not be used to fund ongoing operations.
- Service levels should be maintained at the highest level possible, within funding constraints.
- Contingencies and Reserves should be increased in good years to guard against future uncertainties.
- The Budget should have a goal to annually add $2-3 million to Deferred Maintenance Capital Renewal Reserves.
- Discretionary revenues should be maximized to allow the Board options for the funding of beneficial local programs and services.
- Every effort should be made to ensure accuracy and accountability in estimating and monitoring both revenues and expenditures throughout the fiscal year.
- The Budget should, wherever possible, anticipate and make provisions for uncertain funding for County-operated programs.

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

- Revenues from Property Tax Administration Fees are recognized in the budgets of the Departments (Auditor-Controller, the Clerk of the Board, the Assessor, and the Tax Collector) actually incurring the expenditures.
- Proposition 172 funds have been allocated to maximize public safety services to the public.
- 1991 Realignment revenues have been allocated to Health and Social Services.
- 2011 Realignment revenues have been allocated to certain corrections and human services programs, in accordance with Chapter 40, Statutes of 2011 (AB 118, Committee on Budget) and Chapter 35, Statutes of 2011 (SB 89, Committee on Budget and Fiscal Review) and several 2011 trailer bills. 2011 Realignment Revenues include AB 109 funds reviewed and programmed through the Community Corrections Partnership.
- General Fund Contingencies and Reserves are increased, whenever possible, to safeguard against future uncertainties and are drawn down as directed and/or authorized by the Board when necessary. Consideration will be given during Budget Hearings to increase Committed General Fund Balances, such as the General Fund Balances for Accrued Leave Payoff, Pension 115 Trust/CalPERS Reserve, and for Deferred Maintenance/Capital Renewal, from available year-end Fund Balance whenever the Balance is in excess of the incoming fiscal year's financing needs.

BUDGET POLICIES OF THE BOARD OF SUPERVISORS

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

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

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

ADOPTED BUDGET POLICY

The FY2019/20 Budget Hearings will commence Tuesday, June 18, 2019 and continue for a period not to exceed 14 calendar days.

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

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

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

BUDGET AND FISCAL POLICIES FOR FY2019/20

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 FY2019/20 Net County Cost or General Fund (GF) Contribution to programs will not exceed their FY2018/19 Midyear projection and have no new programs or positions unless revenue-offset.
2. Labor Costs: The County has expiring MOU's with all labor units during Budget FY2019/20. During the year, the County will be negotiating with the labor units with the goal of reaching successor MOU's with all labor units. The County anticipates continued increases in PERS employer rate effective FY2019/20, with significant increases in the future. In this regard, Departments should continue to pursue lowering labor costs where possible, developing efficiencies in the delivery of services, searching for opportunities to automate, streamline services where feasible, share back office operations, and eliminating vacant non- "Mission Critical" positions. A "Mission Critical" position is defined as "a position that provides essential life, safety and/or public health services to the community or required to be filled by the County to avoid liability and to limit impairment or disruption to the delivery of mandated services."
3. Contributions to Outside Organizations: The Budget should not include contributions to outside organizations not controlled by the Board, such as the State Courts, unless the organization is carrying out a priority of the Board based on the community's needs.

4. Maximize the Board's Discretion: Wherever legally possible, revenues are to be treated as discretionary resources, rather than as dedicated to a particular program or service. The goal is to give the Board as much flexibility as possible in allocating resources to local priorities, including the Goals and Objectives outlined in the County Strategic Plan. To the extent allowed by law, existing programs or activities should be funded with dedicated funding sources. This will free up scarce discretionary resources to fund Board priorities.

5. Pursuit of New Revenues: Pursue additional revenue sources to the fullest extent possible for all services; and, for fee-setting purposes, identify total cost (including indirect costs) to enable full recovery of all costs associated with the service provided when allowed by law and economic/market considerations.

6. Discretionary Programs: Do not recommend new discretionary programs unless the programs are stated Board priorities, are fully funded by non-General Fund sources in FY2019/20 and will continue to be in future years. Where the County has discretion, reduce the level of services or eliminate programs. Seek legislative relief or reform for programs when feasible to facilitate service outcomes over prescribed processes and procedures.

7. Pursue Operational Efficiencies: Explore reducing expenditures and maximizing revenues through automation and moving toward self-help service delivery where feasible, consolidation of functions and streamlining of County operations.

8. County Share: If funding is reduced, there should be no increased County share for programs funded primarily from non-General Fund sources, unless increased County share is mandated, or the program is a high priority for the Board of Supervisors, and the amounts are feasible in light of the County's fiscal situation.

Fund Balance Policy

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

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

Examples of these five categories of Fund Balance are:

a. Non-spendable: Long-term loans

b. Restricted: Public Facilities Fees

c. Committed: General Fund Balance for Accrued Leave Payoff

d. Assigned: General Fund Contribution to other funds

e. Unassigned: Residual net Fund Balance

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

The General Fund General Reserve will be maintained at a target level equal to 10% of the County's total budget excluding interfund transfers, with a minimum balance of $20 million at all times. The current reserve is $46.8 million which is currently 53% of the target Reserve of $87.5 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 rational, from excess resources in other funds.

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

1. Use the General Fund General Reserve to phase into fiscal distress periods gradually, focusing on maintaining the Board's priorities.
2. To the extent possible, use the General Fund General Reserve as the last resort to balance the County Budget.
3. To the extent possible, the spending down of the General Fund General Reserve should not exceed $6 million a year (Board of Supervisors' policy direction on February 13, 2007).
4. The General Fund General Reserve should not be used to support recurring operating expenditures.
5. The General Fund General Reserve is subject to restrictions imposed by Government Code §29086, which limits the Board's access to the General Reserve during the annual budget process and requires 4/5 vote by the Board.

General Fund Balance for Accrued Leave Payoff

During FY2005/06 Budget Hearings, the Board established a **Reserve for Accrued Leave Payoffs**. In accordance with GASB 54, this Reserve has been renamed as General Fund Balance for Accrued Leave Payoff. The purpose of this Fund Balance is to minimize the fiscal impact of employee retirements on County departments' budgets. These funds are to be used for large employee payoffs upon retirement or employment separation from the County when the respective department has insufficient appropriations during the fiscal year to fund these payoffs. The following criteria and procedures were approved by the Board for managing the General Fund Balance for Accrued Leave Payoff:

1. Minimum General Fund Balance for Accrued Leave Payoff. On an annual basis, the Auditor-Controller shall calculate the projected leave payout requirements for the subsequent five years, net of federal and State reimbursements, and provide the information to the County Administrator's Office for inclusion in the following year's Recommended Budget. The Board's policy is to maintain General Fund Balance for Accrued Leave Payoff equal to 40% of the five-year projected leave payout requirements net of State and federal reimbursements, with a minimum of $2 million balance maintained at all times.
2. Replenishing General Fund Balance for Accrued Leave Payoff. In circumstances where the General Fund Balance for Accrued Leave Payoff has fallen below the established requirement, the County shall replenish the deficiency within three fiscal years or as soon as economic conditions allow from the following revenue sources: year-end surpluses, non-recurring revenues, or if legally permissible and with a defensible rational, 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.

   a. General Fund Departments or Departments that receive a General Fund Contribution should determine if sufficient appropriations are available in their budget to absorb the payoff, and, if not, work with the CAO to determine the appropriate level of funding from the **General Fund Balance for Accrued Leave Payoff** as indicated above in 3. c. or General Fund Contingency. These actions require a 4/5 vote of the Board.

   b. Non-General Fund Departments or Departments that do not receive General Fund Contributions will need to determine if their respective program has sufficient appropriations or contingencies to support the Accrued Leave Payoff and should adjust their budget accordingly at Midyear, if necessary. If their respective program does not have sufficient appropriations or contingencies to support the Accrued Leave Payoff, the Department(s) should work with the CAO to determine the appropriate funding strategy.

Contingency Policy

On February 13, 2007, the Board adopted the General Fund Contingency policy to establish a level equal to 10% of the General Fund total budget. The current recommendation from staff for FY2019/20 is to fund the General Fund Contingency at $12 million. The final amount will be determined by close out of the Budget reconciliation. Appropriations for Contingencies are legal authorizations granted by the Board of Supervisors to be used for one-time unexpected needs that arise outside of the regular budget planning process. Pursuant to Government Code §29130, access to the Appropriation for Contingency requires a 4/5 vote of the Board of Supervisors.

Investment Policy

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

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

The primary objectives of the Policy are:

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

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

Debt Policy

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

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

Conditions for debt issuance are as follows:

- Purpose and Use of Debt - long-term General Fund debt will be incurred based on the County's needs and ability to repay, and where appropriate, methods and sources of funding will be maximized. Long-term debt will be restricted to those capital improvements that cannot be funded from current revenues.

- Types of Debt - includes General Obligation Bonds, Revenue Bonds, Certificates of Participation, Commercial Paper, Lease-Purchase Agreements and other obligations.
- Project Life - debt shall not exceed the useful life of the asset being acquired or constructed.
- Refunding Policies - the County maintains a debt structure that allows for early retirement of debt.

Restrictions on debt issuance include:

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

Debt service limitations include:

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

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

Resource Reduction Strategy

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

1. General Philosophy

   a. To the extent possible, across-the-board reductions in expenditures will be avoided. Reductions will be made on a case-by-case basis. The emphasis will be on conserving General Fund discretionary resources to finance high priority programs, as set forth in the Solano County Strategic Plan adopted by the Board on December 11, 2007, and as further defined by the Board annually. If necessary, funding for lower priority programs will be reduced or eliminated to ensure appropriations remain in balance with resources;

   b. The County administers a number of costly State programs that are heavily funded by State and federal dollars. Compared to the State and federal governments, the County has only limited ability to raise revenues. Recognizing that, in the event of a substantial reduction in resources for these programs, the County's goal, to the extent legally possible, is to avoid back-filling reductions in State and federal dollars with County discretionary dollars;

   c. Maintaining a highly professional service delivery system is of foremost importance to the County. Thus, if it becomes necessary to make significant service delivery reductions, the goal will be to reduce the quantity of a service provided rather than the quality of service; and

   d. Finally, every effort will be made to continue capital and planning programs geared toward meeting the County's long-term needs.

2. Resource Reduction Priorities

   a. Short-Term Actions

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

i. A Selective Hiring process will be implemented. Funding sources, Board priorities, the nature of the program, the potential for service delivery disruption, and the type of position – is it "Mission Critical?" will be considered by the CAO in implementing the hiring process.

ii. Implementation of new programs, not fully operational, that are not fully revenue-offset, will be subject to further CAO review and recommendation to the Board.

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

b. Long-Term Actions

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

i. General Fund discretionary contributions to certain programs that are primarily the State's responsibility will be capped at current levels, to the extent legally possible. Except as required by law, the County will not use General Fund dollars to backfill reductions in State or federal funding for these programs.

ii. A moratorium will be placed on implementing new programs or expanding existing programs if the cost of those programs or expansions is not fully revenue-offset and a secure long-term funding source is not identified.

iii. Moderate service level reductions will be proposed on a case-by-case basis. These service level reductions will focus first on reducing General Fund support for those programs that have not been identified as a high priority by the Board.

iv. Discretionary resources that have been earmarked by the Board for certain purposes will be proposed for re-allocation to fund on-going programs that are a priority for the Board.

v. General Fund support to outside agencies not controlled by the Board should be greatly reduced or eliminated. This refers to the use of General Fund to support outside agencies whose programs are not aligned with Board priorities, and/or the County has determined would not be provided directly by the County.

vi. Major program reductions will be proposed in accordance with the Solano County Strategic Plan and the General Philosophy described above. These reductions will fall into two general categories:

- Program reductions that will be made in response to significant reductions in State funding for programs that are primarily the State's responsibility. In this case, the County will consider returning responsibility to the State for operating those programs to the extent permitted by law. Where returning responsibility to the State is not legally possible, County General Fund support for these programs will be reduced to the minimum level possible, consistent with State mandate requirements.

- Program reductions will be proposed in response to a reduction in County discretionary revenue. In this case, reductions will be made first in those programs that are not related to the Board's priorities and goals.

Hiring Policy-Past Actions by the Board of Supervisors

In FY2010/11, a Selective Hiring Freeze process was instituted to help contain costs due to the State's continuing budget shortfall and to help balance the County's Budget. The County Administrative Officer (CAO) was authorized to selectively fill vacant positions based on the affected Department's need and the particular position's function. Authorization to recruit for vacant positions was reviewed in terms of the definition of "Mission Critical" positions presented to the Board on October 4, 2011 and was further defined in June 2013.

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 FY2019/20 and until the State and federal budgets and fiscal policies and their impacts on the County are known, and a long-term plan to address those impacts is formulated and approved by the Board.

2. Goal of Hiring Process

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

3. Hiring Guidelines

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

   a. Is the position critical to the operation of an essential public safety activity, such that not filling the position will put the lives, health or safety of residents or other staff at risk? Is the position critical to avoid liability and limit impairment or disruption to the delivery of mandated services? If the answer is yes to both questions, the position can be considered for approval by the CAO.

   b. Is the program that the position supports funded on an ongoing basis by a dedicated and assured revenue source? Is the position unique to that program? If the answer is yes to both these questions, then, absent other considerations, the position can be advanced for CAO consideration.

      i. A position is considered unique to a program when the classification is not located in any other Department or program. Examples might be Librarians or Engineers. In this context, an Office Assistant would not be a unique position, because this classification is found in many different programs and, in the event of the potential need to eliminate filled positions, an Office Assistant could be transferred from one program to another within the County organization.

      ii. Before consideration will be given to a position that meets the stated criteria, departments should evaluate whether the resources involved could instead be used to help mitigate the impact on the County of revenue reductions in other areas.

   c. If a position is not filled, is the resulting reduction of services for a program below a legally mandated level? If the answer is yes, the position can be considered, but subject to the following:

      i. The Department should first explore obtaining a waiver of any service level mandate or the feasibility of ending the program or returning responsibility for the program to the State.

      ii. To the extent practical, efforts should be made to fill the position using the call-back of a laid-off County employee formerly serving in the same classification, or extra-help or through internal recruitment.

   d. If a position is not filled, is the result a diminished service level where, in the Department's judgment, the program's effectiveness is seriously compromised? If the answer is yes, the Department should further consider the following:

      i. Is this a high priority program as determined by the Board of Supervisor's Strategic Plan and priorities?

      ii. A thorough exploration of alternative means of providing adequate services has determined they are not feasible or are more costly.

      iii. To the extent practical, efforts should be made to fill the vacant position using the call-back of a laid off County employee formerly serving in the same classification, or extra-help or through internal recruitment.

   e. Is the position in question a critical and hard-to-fill position, as evidenced by repeated, unsuccessful attempts by the Department to recruit? If the answer is yes, and if the program is a high priority for the Board of Supervisors, then the position can be considered.

The Board approved in February 2008 actions in preparation for reductions that may be required for the future. These actions, reaffirmed by the Board in 2011. If possible, in times of economic uncertainty, to help maintain the County's financial stability:

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

SUMMARY OF DESIGNATED RESPONSIBILITIES FOR ACTIONS

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

Listed below are additional actions requiring a <u>four-fifths vote</u> 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 <u>majority vote</u> of the Board of Supervisors:

- Approval of a capital asset over $75,000 that does not increase the overall department budget.
- Reduction of appropriations and revenues for funding not realized.
- Approval of contracts and amendments when the aggregate amount of the contract and amendment(s) is equal to or in excess of $75,000 per fiscal year.
- Approval of petty cash accounts over $3,000, with the exception of the County Library's petty cash account of $5,000.
- Transfers between Departments within a Fund.
- Transfers between Capital Projects.
- Transfers equal to or more than $75,000 from Salaries and Employee Benefits (accounts 1110 through 1999) within a Department.
- Approval of grant application submissions when the amount of the grant is equal to or more than $75,000 per fiscal year or when the grant-funded activity has General Fund impacts after the grant funds run out.

Listed below are the actions delegated to the County Administrator:

- Approval of a capital asset up to $75,000 that does not increase the Department's budget.
- Approval of a type of capital asset in lieu of one already budgeted.
- Approval of appropriation transfers to reclassify capital asset appropriations incorrectly budgeted in the categories of Services and Supplies or Other Charges.

- Transfers between divisions, bureaus and sections within a Department provided the total appropriation of the Department is not changed.
- Approval of appropriation transfers to ensure proper classification in accordance with generally accepted accounting principles.
- Transfers less than $75,000 from Salaries and Employee Benefits (accounts 1110 through 1999) to other object categories within a Department.
- Transfers to and from expenditure categories 2000 – Services and Supplies, 3000 – Other Charges, 5000 – Other Financing Uses, and 7000 – Intrafund Transfers, provided the total appropriation of the Budget is not changed.
- Transfers to and from the following accounts: Salary/Wages-Regular (1110); Other Post-Employment Benefits (1213); Compensation Insurance (1240); Insurance-Property (2050); Liability Insurance (2051); Central Data Processing Services (2266); Countywide Administrative Overhead (3710); Building Use Allowance (3712); and Pension Obligation Bonds (5040), provided the total budget is not changed.
- Approval of contracts and amendments when the aggregate amount of the contract and amendment(s) is less than $75,000 per fiscal year.
- Approval of appropriation transfers to increase the Fleet Management budget when departments have received approval from the Board to purchase new vehicles.
- Approval of appropriation transfers for Operating Transfers In when an Operating Transfers-Out has already received Board approval.
- Approval of appropriation transfers for Interfund Services provided (subobjects 0009690-0009698) when an Interfund Services used (subobjects 0003690-0003698) has already been budgeted/used and the total budgeted revenue is not increased.
- Approval of modified work weeks and flexible work schedules for County departments provided the County departments can demonstrate a benefit for the County, and if applicable, meet its obligation under the Meyers-Milias-Brown Act (MMBA) with represented employees.
- Approval of grant application submissions when the amount of the grant is less than $75,000 per fiscal year.
- Authority to release a Department head from accountability of unaccounted capital assets if it has a Fair Market Value of less than $5,000 or it has been stolen and has a Fair Market Value of less than $75,000. The Department must provide a copy of the police report, and the CAO must determine no negligence occurred.
- Authority to delete positions that have been vacant for over six months, in accordance with the 2011 Budget Reduction Strategy of eliminating or freezing vacant positions and only filling positions that are “Mission Critical” to the organization, and to direct the Director of Human Resources to make technical changes to the Position Allocation List.

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

- Affirm the appropriate jurisdictions are utilized for comparison purposes when determining compensation for County positions.
- Affirm the County’s policy of no retroactivity for compensation during negotiation with its bargaining units.
- Affirm that the Director of Human Resources, as provided for in the Employer/Employee Relations Rules and Regulations, may enter into side letter agreements or MOU amendments with represented bargaining units to resolve employee/employer disputes and/or issues in consultation with County Counsel and the County Administrator.
- Affirm the County’s practice that extra-help employees are limited to working 999 hours per fiscal year. In the event the employee works over 999 hours per fiscal year, affirm the County’s policy of either separating the employee from service or, with the justification, continuing the employment and providing retirement benefits in the same manner as represented employees. Authorize the Director of Human Resources to review the classifications for unrepresented and at-will employees.

- 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.
- Approve petty cash requests up to $3,000, with the exception of requests of up to $5,000 for the County Library's petty cash account.
- Process Appropriation Transfer Requests (ATR) as approved by the Board of Supervisors or County Administrator.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to reclassify appropriations between the maintenance accounts, interfund services, and capital outlay accounts within the same project budget, so long as total appropriations are not increased.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to decrease capital outlay appropriations within the respective capital project funds, and to increase appropriations in Public Art Fund to cover costs associated with the public art project to ensure compliance with Solano County Public Art Ordinance, Code Section 5-5.
- Direct the Auditor-Controller, with the County Administrator's recommendation and approval, to:
  - As part of FY2018/19 closeout, transfer and/or redistribute BOS approved County General Fund Contribution between Departments within Fund 900 (Public Safety) and between Departments/Divisions for Fund 902 (Health & Social Services), provided that the BOS approved General Fund Contribution/Appropriation amount directed to each of the individual Funds 900 and 902 remains within the approved County General Fund Contribution/Appropriations amount.
  - In addition, as part of FY2018/19 closeout, if the Midyear projection of Fund Balance for the General Fund is not met (estimated at $23.9 million), then County Administrator will authorize the Auditor-Controller to reduce, in this order, Accrued Leave Payoff, Capital Renewal, CalPERS Reserve, and then General Fund Contingency for FY2019/20 by the amount short of the projection.
  - As may be authorized by the Board of Supervisors following Budget Hearing deliberations:

    Increase Deferred Maintenance/Capital Renewal by $8.0 million, and CalPERS Reserves by $4.8 million. (Reference Schedule 4)

    If the amount of the General Fund's Year-end Fund Balance at June 30, 2019, exceeds the Midyear projections for FY2018/19, the County Administrator is authorized to direct the Auditor-Controller to increase unrestricted Fund Balance to finance the gap between revenues and expenditures for FY2019/20 of any amount and to transfer year-end General Fund Balances to all or some of the following committed/restricted reserves in the following manner:

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

In addition:

- Authorize the Auditor-Controller, with the County Administrator's approval, to increase the General Fund Balance for Accrued Leave Payoff by the amount appropriated in the General Expenditures Budget for Accrued Leave Payoff not used by the end of the fiscal year.

Listed below are actions delegated to the Chief Information Officer:

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

Listed below is an additional action delegated to Departments:

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

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COUNTY OF SOLANO
SCHEDULE 1
ALL FUNDS SUMMARY
FY2019/20

FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
	FUND BALANCE AVAILABLE 06/30/2019 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
GOVERNMENTAL FUNDS							
GENERAL FUND	23,861,100	9,678,000	256,787,092	290,326,192	277,540,145	12,786,047	290,326,192
SPECIAL REVENUE FUNDS	62,068,069	5,489,842	693,570,247	761,128,158	758,772,912	2,355,246	761,128,158
CAPITAL PROJECT FUNDS	(4,831,156)	0	18,348,292	13,517,136	13,517,136	0	13,517,136
DEBT SERVICE FUNDS	0	1,773,521	15,474,703	17,248,224	14,086,692	3,161,532	17,248,224
TOTAL GOVERNMENTAL FUNDS	**81,098,013**	**16,941,363**	**984,180,334**	**1,082,219,710**	**1,063,916,885**	**18,302,825**	**1,082,219,710**
OTHER FUNDS							
INTERNAL SERVICE FUNDS	0	1,592,853	52,968,173	54,561,026	54,561,026	0	54,561,026
ENTERPRISE FUNDS	0	226,654	5,199,615	5,426,269	4,827,217	599,052	5,426,269
SPECIAL DISTRICTS AND OTHER AGENCIES	0	23,565	766,934	790,499	741,214	49,285	790,499
TOTAL OTHER FUNDS	**0**	**1,843,072**	**58,934,722**	**60,777,794**	**60,129,457**	**648,337**	**60,777,794**
TOTAL ALL FUNDS	**81,098,013**	**18,784,435**	**1,043,115,056**	**1,142,997,504**	**1,124,046,342**	**18,951,162**	**1,142,997,504**

COUNTY OF SOLANO
SCHEDULE 2
GOVERNMENTAL FUNDS SUMMARY
FY2019/20

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2019 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
	GENERAL FUND							
001	GENERAL FUND	23,861,100	9,678,000	256,787,092	290,326,192	277,540,145	12,786,047	290,326,192
	TOTAL GENERAL FUND	**23,861,100**	**9,678,000**	**256,787,092**	**290,326,192**	**277,540,145**	**12,786,047**	**290,326,192**
	SPECIAL REVENUE FUNDS							
004	COUNTY LIBRARY	15,737,897	0	21,727,062	37,464,959	36,464,959	1,000,000	37,464,959
012	FISH/WILDLIFE PROPAGATION	10,828	0	2,366	13,194	13,194	0	13,194
016	PARKS AND RECREATION	130,594	0	1,904,930	2,035,524	2,035,524	0	2,035,524
035	JH REC HALL - WARD WELFARE	127,346	0	9,525	136,871	136,871	0	136,871
036	LIBRARY ZONE 1	79,830	0	1,544,633	1,624,463	1,624,463	0	1,624,463
037	LIBRARY ZONE 2	(740)	0	47,902	47,162	47,162	0	47,162
066	LIBRARY ZONE 6	(165)	0	21,732	21,567	21,567	0	21,567
067	LIBRARY ZONE 7	5,466	0	505,022	510,488	510,488	0	510,488
101	ROAD	4,306,258	0	26,783,746	31,090,004	31,090,004	0	31,090,004
105	HOUSING REHABILITATION	34,042	0	0	34,042	34,042	0	34,042
120	HOMEACRES LOAN PROGRAM	1,598,342	0	24,000	1,622,342	1,622,342	0	1,622,342
150	HOUSING & URBAN DEVELOPMENT	0	0	2,200,000	2,200,000	2,200,000	0	2,200,000
151	FIRST 5 FUTURE INITIATIVE	264,363	0	706,560	970,923	970,923	0	970,923
152	IN HOME SUPP SVCS-PUBLIC AUTH	0	0	20,171,411	20,171,411	20,171,411	0	20,171,411
153	FIRST 5 SOLANO	1,895,834	0	4,357,036	6,252,870	6,252,870	0	6,252,870
215	RECORDER SPECIAL REVENUE	9,515,251	0	799,500	10,314,751	10,314,751	0	10,314,751
216	AAA NAPA/SOLANO	0	0	3,067,003	3,067,003	3,067,003	0	3,067,003
228	LIBRARY - FRIENDS & FOUNDATION	96,355	0	146,700	243,055	243,055	0	243,055
233	DISTRICT ATTORNEY SPECIAL REV	4,130,831	0	302,000	4,432,831	4,432,831	0	4,432,831
241	CIVIL PROCESSING FEES	583,954	0	165,790	749,744	749,744	0	749,744
253	SHERIFF'S ASSET SEIZURE	238,685	0	1,500	240,185	240,185	0	240,185
256	SHERIFF OES	0	0	975,325	975,325	975,325	0	975,325
263	CJ TEMP CONSTRUCTION	648,527	0	387,108	1,035,635	1,035,635	0	1,035,635
264	CRTHSE TEMP CONST	141,525	0	375,961	517,486	517,486	0	517,486
278	PUBLIC WORKS IMPROVEMENT	264,538	0	550,000	814,538	814,538	0	814,538
281	SURVEY MONUMENT PRESERVATION	66,189	0	11,500	77,689	77,689	0	77,689
282	COUNTY DISASTER	27,997	0	24,169	52,166	52,166	0	52,166
296	PUBLIC FACILITIES FEES	21,103,557	0	5,832,911	26,936,468	26,936,468	0	26,936,468
326	SHERIFF - SPECIAL REVENUE	816,636	0	986,841	1,803,477	1,803,477	0	1,803,477

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2019 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
369	CHILD SUPPORT SERVICES	244,477	0	12,608,860	12,853,337	12,853,337	0	12,853,337
390	TOBACCO PREVENTION & EDUCATION	630	0	801,423	802,053	802,053	0	802,053
900	PUBLIC SAFETY	0	0	210,949,548	210,949,548	210,949,548	0	210,949,548
901	C M F CASES	(978)	0	450,000	449,022	449,022	0	449,022
902	HEALTH & SOCIAL SERVICES	0	0	347,977,010	347,977,010	346,621,764	1,355,246	347,977,010
903	WORKFORCE DEVELOPMENT BOARD	0	0	6,072,393	6,072,393	6,072,393	0	6,072,393
905	COUNTY LOCAL REVENUE FUND 2011	0	0	159,574	159,574	159,574	0	159,574
906	MHSA	0	5,489,842	20,919,206	26,409,048	26,409,048	0	26,409,048
	TOTAL SPECIAL REVENUE FUNDS	**62,068,069**	**5,489,842**	**693,570,247**	**761,128,158**	**758,772,912**	**2,355,246**	**761,128,158**
	CAPITAL PROJECT FUNDS							
006	CAPITAL OUTLAY	838,038	0	9,648,741	10,486,779	10,486,779	0	10,486,779
106	PUBLIC ARTS PROJECTS	2,563	0	5,220	7,783	7,783	0	7,783
107	FAIRGROUNDS DEVELOPMENT PROJ	(5,832,346)	0	8,694,331	2,861,985	2,861,985	0	2,861,985
249	HSS CAPITAL PROJECTS	160,589	0	0	160,589	160,589	0	160,589
	TOTAL CAPITAL PROJECT FUNDS	**(4,831,156)**	**0**	**18,348,292**	**13,517,136**	**13,517,136**	**0**	**13,517,136**
	DEBT SERVICE FUNDS							
306	PENSION DEBT SERVICE	0	0	7,554,516	7,554,516	4,443,911	3,110,605	7,554,516
332	GOVERNMENT CENTER DEBT SERVICE	0	0	7,447,305	7,447,305	7,396,378	50,927	7,447,305
334	H&SS SPH ADMIN/REFINANCE	0	1,760,496	10,000	1,770,496	1,770,496	0	1,770,496
336	2013 COP ANIMAL CARE PROJECT	0	13,025	462,882	475,907	475,907	0	475,907
	TOTAL DEBT SERVICE FUNDS	**0**	**1,773,521**	**15,474,703**	**17,248,224**	**14,086,692**	**3,161,532**	**17,248,224**
	TOTAL GOVERNMENTAL FUNDS	**81,098,013**	**16,941,363**	**984,180,334**	**1,082,219,710**	**1,063,916,885**	**18,302,825**	**1,082,219,710**

APPROPRIATIONS LIMIT
(2019/20)

APPROPRIATIONS LIMIT	689,713,169
APPROPRIATIONS SUBJECT TO LIMIT	193,295,857

COUNTY OF SOLANO
SCHEDULE 3
FUND BALANCE - GOVERNMENTAL FUNDS
FY2019/20

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2019 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2019 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
	GENERAL FUND					
001	GENERAL FUND	161,857,318	280,000	137,716,218	0	23,861,100
TOTAL GENERAL FUND		161,857,318	**280,000**	**137,716,218**	**0**	**23,861,100**
	SPECIAL REVENUE FUNDS					
004	COUNTY LIBRARY	17,474,330	500,000	1,236,433	0	15,737,897
012	FISH/WILDLIFE PROPAGATION	15,838	0	5,010	0	10,828
016	PARKS AND RECREATION	131,044	0	450		130,594
035	JH REC HALL - WARD WELFARE	127,346	0	0	0	127,346
036	LIBRARY ZONE 1	79,830	0	0	0	79,830
037	LIBRARY ZONE 2	(740)	0	0	0	(740)
066	LIBRARY ZONE 6	(165)	0	0	0	(165)
067	LIBRARY ZONE 7	5,466	0	0	0	5,466
101	ROAD	10,925,884	1,500,000	5,119,626	0	4,306,258
105	HOUSING REHABILITATION	1,084,014	0	1,049,972	0	34,042
120	HOMEACRES LOAN PROGRAM	2,069,989	0	471,647	0	1,598,342
151	FIRST 5 FUTURE INITIATIVE	464,363	200,000	0	0	264,363
153	FIRST 5 SOLANO	8,985,561	0	7,089,727	0	1,895,834
215	RECORDER SPECIAL REVENUE	9,515,251	0	0	0	9,515,251
228	LIBRARY - FRIENDS & FOUNDATION	96,355	0	0	0	96,355
233	DISTRICT ATTORNEY SPECIAL REV	4,335,415	0	204,584	0	4,130,831
241	CIVIL PROCESSING FEES	1,272,011	0	688,057	0	583,954
253	SHERIFF'S ASSET SEIZURE	238,685	0	0	0	238,685
263	CJ TEMP CONSTRUCTION	648,527	0	0	0	648,527
264	CRTHSE TEMP CONST	141,525	0	0	0	141,525
278	PUBLIC WORKS IMPROVEMENT	286,333	0	21,795	0	264,538
281	SURVEY MONUMENT PRESERVATION	66,189	0	0	0	66,189
282	COUNTY DISASTER	27,997	0	0	0	27,997

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2019 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2019 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
296	PUBLIC FACILITIES FEES	24,495,632	0	3,392,075	0	21,103,557
323	COUNTY LOW/MOD HSNG SET ASIDE	1,700,000	0	1,700,000	0	0
326	SHERIFF - SPECIAL REVENUE	816,636	0	0	0	816,636
369	CHILD SUPPORT SERVICES	244,477	0	0	0	244,477
390	TOBACCO PREVENTION & EDUCATION	1,245	0	615	0	630
900	PUBLIC SAFETY	205,818	180,000	25,818	0	0
901	C M F CASES	(978)	0	0	0	(978)
902	HEALTH & SOCIAL SERVICES	23,203,830	150,000	23,053,830	0	0
903	WORKFORCE DEVELOPMENT BOARD	620	0	620	0	0
906	MHSA	25,201,623	0	25,201,623	0	0
TOTAL SPECIAL REVENUE FUNDS		**133,859,951**	**2,530,000**	**69,261,882**	**0**	**62,068,069**
	CAPITAL PROJECT FUNDS					
006	CAPITAL OUTLAY	5,838,038	5,000,000	0	0	838,038
106	PUBLIC ARTS PROJECTS	2,563	0	0	0	2,563
107	FAIRGROUNDS DEVELOPMENT PROJ	(5,332,346)	500,000	0	0	(5,832,346)
249	HSS CAPITAL PROJECTS	160,589	0	0	0	160,589
TOTAL CAPITAL PROJECT FUNDS		**668,844**	**5,500,000**	**0**	**0**	**(4,831,156)**
	DEBT SERVICE FUNDS					
306	PENSION DEBT SERVICE	6,405,212	0	740,995	5,664,217	0
332	GOVERNMENT CENTER DEBT SERVICE	2,686,132	0	0	2,686,132	0
334	H&SS SPH ADMIN/REFINANCE	1,782,269	0	0	1,782,269	0
336	2013 COP ANIMAL CARE PROJECT	46,351	0	0	46,351	0
TOTAL DEBT SERVICE FUNDS		**10,919,964**	**0**	**740,995**	**10,178,969**	**0**
	TOTAL GOVERNMENTAL FUNDS	**307,306,077**	**8,310,000**	**207,719,095**	**10,178,969**	**81,098,013**

COUNTY OF SOLANO
SCHEDULE 4
OBLIGATED FUND BALANCES - BY GOVERNMENTAL FUNDS
FY2019/20

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2019	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2019/20
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
	GENERAL FUND						
001	GENERAL						
	General Reserve	46,749,590					46,749,590
	Non-Spendable - LT Receivable	14,280,574					14,280,574
	Non-Spendable - Inventory	20,690					20,690
	Committed - Unfunded Employee Leave Payoff	6,736,909	1,500,000				5,236,909
	Committed - Capital Renewal Reserve	16,287,733	6,178,000		8,000,000		18,109,733
	Committed - Employer PERS Rate Increase	11,177,893	2,000,000		4,786,047		13,963,940
	Committed - PARS 115	30,905,010					30,905,010
	Committed - Housing/SB375	1,551,689					1,551,689
	Committed - Property Tax System Replacement	10,000,000					10,000,000
	Assigned - Imprest Cash	6,130					6,130
	FUND TOTAL	**137,716,218**	**9,678,000**		**12,786,047**		**140,824,265**
	TOTAL GENERAL FUND	**137,716,218**	**9,678,000**	**0**	**12,786,047**	**0**	**140,824,265**
	SPECIAL REVENUE FUNDS						
004	COUNTY LIBRARY						
	General Reserve	1,234,258			1,000,000		2,234,258
	Assigned - Imprest Cash	2,175					2,175
	FUND TOTAL	**1,236,433**			**1,000,000**		**2,236,433**
012	FISH/WILDLIFE PROPAGATION FUND						
	General Reserve	5,010					5,010
016	PARKS AND RECREATION						
	Assigned - Imprest Cash	450					450
101	ROAD						
	General Reserve	4,924,621					4,924,621
	Non-Spendable - Inventory	195,005					195,005
	FUND TOTAL	**5,119,626**					**5,119,626**
105	HOME INVESTMENT PARTNERSHIP						
	Non-Spendable - LT Receivable	1,049,972					1,049,972
120	HOMEACRES LOAN PROGRAM						
	Non-Spendable - LT Receivable	471,240					471,240
	General Reserve	407					407
	FUND TOTAL	**471,647**					**471,647**
153	FIRST 5 SOLANO						
	General Reserve	7,089,727					7,089,727
233	DISTRICT ATTORNEY SPECIAL REV						
	General Reserve	204,584					204,584

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2019	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2019/20
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
241	CIVIL PROCESSING FEES						
	General Reserve	688,057					688,057
278	PUBLIC WORKS IMPROVEMENT						
	General Reserve	21,795					21,795
296	PUBLIC FACILITIES FEES						
	General Reserve	3,392,075					3,392,075
323	COUNTY LOW/MOD HSNG SET ASIDE						
	General Reserves	1,700,000					1,700,000
390	TOBACCO PREVENTION & EDUCATION						
	Assigned - Imprest Account Debit Card	615					615
900	PUBLIC SAFETY						
	Assigned - Imprest Cash	6,150					6,150
	Assigned - Imprest Account Debit Card	19,668					19,668
	FUND TOTAL	**25,818**					**25,818**
902	HEALTH & SOCIAL SERVICES						
	Non-Spendable - LT Receivable	300,000					300,000
	Non-Spendable - Inventory	8,577					8,577
	Assigned - Imprest Cash	4,190					4,190
	Assigned - Imprest Account Debit Card	23,309					23,309
	Assigned - Whole Person Care	292,062					292,062
	Restricted - IGT Public Health	18,775,241			1,355,246		20,130,487
	Restricted - Perm Sup Housing	1,000,000					1,000,000
	Restricted - Mental Health	2,650,451					2,650,451
	FUND TOTAL	**23,053,830**			**1,355,246**		**24,409,076**
903	WORKFORCE INVESTMENT BOARD						
	Assigned - Imprest Cash	620					620
906	MENTAL HEALTH SERVICES ACT						
	General Reserve	25,201,623	5,489,842				19,711,781
	TOTAL SPECIAL REVENUE FUNDS	**69,261,882**	**5,489,842**	**0**	**2,355,246**	**0**	**66,127,286**
	DEBT SERVICE FUNDS						
306	PENSION DEBT SERVICE						
	Non-Spendable - LT Receivable	740,995					740,995
	Assigned - Debt Requirement	5,664,217			3,110,605		8,774,822
	FUND TOTAL	**6,405,212**			**3,110,605**		**9,515,817**
332	GOVERNMENT CENTER DEBT SERVICE						
	Assigned - Debt Requirement	2,686,132			50,927		2,737,059
334	H&SS SPH ADMIN/REFINANCE						
	Restricted - Debt Financing	1,782,269	1,760,496				21,773
336	2013 COP ANIMAL CARE						
	Restricted - Debt Financing	46,351	13,025				33,326
	TOTAL DEBT SERVICE FUNDS	**10,919,964**	**1,773,521**	**0**	**3,161,532**	**0**	**12,307,975**
	TOTAL GOVERNMENTAL FUNDS	**217,898,064**	**16,941,363**	**0**	**18,302,825**	**0**	**219,259,526**

COUNTY OF SOLANO
SCHEDULE 5
SUMMARY OF ADDITIONAL FINANCING SOURCES BY SOURCE AND FUND
GOVERNMENTAL FUNDS
FY2019/20

DESCRIPTION	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
SUMMARIZATION BY SOURCE				
TAXES	186,213,875	187,089,896	197,724,239	5.7%
LICENSES, PERMITS & FRANCHISE	8,166,518	7,794,034	8,055,917	3.4%
FINES, FORFEITURES & PENALTY	4,116,564	3,463,507	3,460,510	(0.1%)
REVENUE FROM USE OF MONEY/PROP	19,465,017	3,976,286	6,086,056	53.1%
INTERGOVERNMENTAL REVENUES	399,242,647	415,978,637	432,820,643	4.0%
CHARGES FOR SERVICES	98,667,101	106,811,954	109,283,161	2.3%
MISC REVENUES	15,215,670	12,083,262	12,307,934	1.9%
OTHER FINANCING SOURCES	262,222,544	213,838,967	214,441,874	0.3%
TOTAL SUMMARIZATION BY SOURCE	**993,309,936**	**951,036,543**	**984,180,334**	**3.5%**
SUMMARIZATION BY FUND				
001 GENERAL FUND	238,446,545	248,276,139	256,787,092	3.4%
004 COUNTY LIBRARY	20,505,942	20,822,769	21,727,062	4.3%
012 FISH/WILDLIFE PROPAGATION	5,007	2,021	2,366	17.1%
016 PARKS AND RECREATION	1,672,723	1,737,613	1,904,930	9.6%
035 JH REC HALL - WARD WELFARE	1,604	21,361	9,525	(55.4%)
036 LIBRARY ZONE 1	1,552,900	1,414,114	1,544,633	9.2%
037 LIBRARY ZONE 2	44,983	46,866	47,902	2.2%
066 LIBRARY ZONE 6	19,684	21,113	21,732	2.9%
067 LIBRARY ZONE 7	447,173	481,273	505,022	4.9%
101 ROAD	16,945,965	21,906,354	26,783,746	22.3%
105 HOUSING REHABILITATION	420	0	0	0.0%
110 MICROENTERPRISE BUSINESS	6,384	2,809	0	(100.0%)
120 HOMEACRES LOAN PROGRAM	23,329	18,000	24,000	33.3%
150 HOUSING & URBAN DEVELOPMENT	2,243,841	2,300,000	2,200,000	(4.3%)
151 FIRST 5 FUTURE INITIATIVE	906,664	746,560	706,560	(5.4%)
152 IN HOME SUPP SVCS-PUBLIC AUTH	4,283,648	17,727,378	20,171,411	13.8%
153 FIRST 5 SOLANO	3,772,081	4,671,553	4,357,036	(6.7%)

DESCRIPTION	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
215 RECORDER SPECIAL REVENUE	813,122	859,000	799,500	(6.9%)
216 AAA NAPA/SOLANO	0	0	3,067,003	100.0%
228 LIBRARY - FRIENDS & FOUNDATION	166,921	128,500	146,700	14.2%
233 DISTRICT ATTORNEY SPECIAL REV	473,460	302,000	302,000	0.0%
241 CIVIL PROCESSING FEES	176,779	161,323	165,790	2.8%
253 SHERIFF'S ASSET SEIZURE	28,178	1,500	1,500	0.0%
254 MENTALLY ILL CRIME OFFENDER	552,219	522,000	0	(100.0%)
256 SHERIFF OES	582,653	1,183,167	975,325	(17.6%)
263 CJ TEMP CONSTRUCTION	343,640	252,997	387,108	53.0%
264 CRTHSE TEMP CONST	337,497	242,047	375,961	55.3%
278 PUBLIC WORKS IMPROVEMENT	537,634	550,236	550,000	(0.0%)
281 SURVEY MONUMENT PRESERVATION	10,282	11,605	11,500	(0.9%)
282 COUNTY DISASTER	(196,517)	801,238	24,169	(97.0%)
296 PUBLIC FACILITIES FEES	4,456,117	5,563,287	5,832,911	4.8%
326 SHERIFF - SPECIAL REVENUE	974,844	978,200	986,841	0.9%
369 CHILD SUPPORT SERVICES	12,446,481	12,545,882	12,608,860	0.5%
390 TOBACCO PREVENTION & EDUCATION	349,406	851,328	801,423	(5.9%)
900 PUBLIC SAFETY	189,985,100	201,920,557	210,949,548	4.5%
901 C M F CASES	339,009	375,419	450,000	19.9%
902 HEALTH & SOCIAL SERVICES	327,402,333	334,899,220	347,977,010	3.9%
903 WORKFORCE DEVELOPMENT BOARD	5,699,265	6,327,987	6,072,393	(4.0%)
905 COUNTY LOCAL REVENUE FUND 2011	84,896	70,844	159,574	125.2%
906 MHSA	20,464,734	19,310,794	20,919,206	8.3%
006 CAPITAL OUTLAY	21,963,026	16,697,807	9,648,741	(42.2%)
106 PUBLIC ARTS PROJECTS	4,765	5,559	5,220	(6.1%)
107 FAIRGROUNDS DEVELOPMENT PROJ	4,000,000	9,694,331	8,694,331	(10.3%)
249 HSS CAPITAL PROJECTS	59,417	15,092	0	(100.0%)
306 PENSION DEBT SERVICE	13,586,548	7,106,946	7,554,516	6.3%
332 GOVERNMENT CENTER DEBT SERVICE	94,555,576	7,239,929	7,447,305	2.9%
334 H&SS SPH ADMIN/REFINANCE	1,770,131	1,758,943	10,000	(99.4%)
336 2013 COP ANIMAL CARE PROJECT	463,527	462,882	462,882	0.0%
TOTAL SUMMARIZATION BY FUND	**993,309,936**	**951,036,543**	**984,180,334**	**3.5%**

COUNTY OF SOLANO
SCHEDULE 6
DETAIL OF ADDITIONAL FINANCING SOURCES BY FUND AND ACCOUNT
GOVERNMENTAL FUNDS
FY2019/20

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
01	**GENERAL FUND**					
001	**GENERAL FUND**					
	9000 TAXES					
		CURRENT SECURED	75,975,223	79,040,000	83,622,500	5.8%
		CURRENT UNSECURED	3,837,186	3,900,000	3,600,000	(7.7%)
		PRIOR UNSECURED	500,654	95,000	95,000	0.0%
		SUPPLEMENTAL SECURED	1,998,520	2,200,000	2,500,000	13.6%
		PRIOR SECURED	1,445,638	50,000	50,000	0.0%
		PENALTIES	304,074	275,000	277,000	0.7%
		SALES & USE TAX	2,555,289	2,170,000	2,600,000	19.8%
		TRANSIENT OCCUPANCY TAX	5,736	1,000	14,000	1300.0%
		PROPERTY TRANSFER TAX	3,146,917	2,800,000	2,800,000	0.0%
		PROPERTY TAX-IN LIEU OF VLF	49,669,354	51,480,000	54,361,662	5.6%
		UNITARY	3,272,992	3,400,000	3,479,704	2.3%
		ABX1 26 RESIDUAL TAXES	4,834,441	4,784,000	5,498,750	14.9%
		ABX1 26 PASS THROUGH	19,007,102	17,056,000	18,156,250	6.5%
	Total 9000 TAXES		**166,553,125**	**167,251,000**	**177,054,866**	**5.9%**
	9200 LICENSES, PERMITS & FRANCHISE					
		ANIMAL LICENSES	32,438	31,000	32,459	4.7%
		BUSINESS LICENSES	82,473	94,714	84,556	(10.7%)
		BUILDING PERMITS	631,252	591,750	610,000	3.1%
		BUILDING PERMITS-ECOMMERCE	15,151	13,480	15,000	11.3%
		ZONING PERMITS	110,179	95,902	145,789	52.0%
		SOLID WASTE PERMITS	2,249,340	2,107,654	2,066,981	(1.9%)
		SEPTIC CONSTRUCTION PERMITS	250,505	223,209	223,209	0.0%
		FRANCHISE-PG&E ELECTRIC	349,109	350,000	350,000	0.0%
		FRANCHISE-PG&E GAS	75,786	75,000	75,000	0.0%
		FRANCHISE-CATV	104,100	100,000	100,000	0.0%
		FRANCHISE-GARBAGE	165,678	156,517	156,093	(0.3%)
		FRANCHISES - OTHER	27,235	25,000	25,000	0.0%
		LICENSES & PERMITS-OTHER	325,617	312,074	322,074	3.2%
		MARRIAGE LICENSES	149,183	151,000	153,000	1.3%
		FOOD PERMITS	1,633,139	1,615,712	1,643,526	1.7%
		PENALTY FEES	87,223	51,732	57,700	11.5%
		HOUSING PERMITS	87,505	94,927	87,125	(8.2%)
		RECREATIONAL HEALTH PERMITS	166,889	159,871	159,871	0.0%
		WATER PERMITS	6,609	6,998	6,998	0.0%
		HAZARDOUS MATERIALS PERMITS	1,232,379	1,180,901	1,360,901	15.2%
		BODY ART ACTIVITIES	34,561	21,876	32,775	49.8%
	Total 9200 LICENSES, PERMITS & FRANCHISE		**7,816,350**	**7,459,317**	**7,708,057**	**3.3%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9300 FINES, FORFEITURES, & PENALTY					
		VEHICLE CODE FINES	618,759	625,000	625,000	0.0%
		OTHER COURT FINES	68,730	50,000	75,000	50.0%
		VEHICLE FINES-DRUNK DRIVING	28,885	90,000	25,000	(72.2%)
		SB 1127 CONVICTIONS	9,751	6,000	10,000	66.7%
		WARRANT REVENUE - TRAFFIC	1,194	1,000	500	(50.0%)
		HEALTH & SAFETY	114	0	0	0.0%
		FORFEITURES & PENALTIES	3,650	5,000	5,000	0.0%
		OTHER ASSESSMENTS	437,571	351,600	351,600	0.0%
		COURT ASSESSMENTS	298	0	0	0.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		**1,168,951**	**1,128,600**	**1,092,100**	**(3.2%)**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	2,373,115	1,600,000	2,500,000	56.3%
		BUILDING RENTAL	720,927	691,903	722,942	4.5%
		CONCESSIONS	12,360	11,844	11,844	0.0%
		LEASES	149,356	115,613	116,200	0.5%
		ROYALTIES	436	1,010	1,010	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**3,256,193**	**2,420,370**	**3,351,996**	**38.5%**
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	7,771	7,800	7,800	0.0%
		STATE HIGHWAY RENTALS	349	0	326	100.0%
		MOTOR VEHICLES IN-LIEU	191,566	165,000	165,000	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	928,500	930,000	921,000	(1.0%)
		STATE UNCLAIMED GAS TAX	467,011	679,900	745,617	9.7%
		STATE GLASSY WINGED SHARPSHOOT	159,611	159,611	159,611	0.0%
		STATE PESTICIDE MILL	363,679	381,339	381,339	0.0%
		SB90 CLAIMS REIMBURSEMENT	32,642	7,163,353	0	(100.0%)
		STATE 4700 P.C.	8,813	7,500	8,500	13.3%
		STATE VETERANS AFFAIRS	295,480	290,000	310,000	6.9%
		STATE PEST DETECTION	203,944	181,600	253,000	39.3%
		STATE REIMBURSEMENT PUE	(7,280)	2,929	2,929	0.0%
		ST SALES TX 1991 REALIGNMNT-SS	351,000	351,000	351,000	0.0%
		STATE OTHER	1,322,845	1,115,099	2,512,228	125.3%
	Total 9501 INTERGOVERNMENTAL REV STATE		**4,325,930**	**11,435,131**	**5,818,350**	**(49.1%)**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		REVENUE SHARING	4,561	0	0	0.0%
		GRANT REVENUE	108,233	52,492	50,000	(4.7%)
		FED OTHER	37,419	0	608,517	100.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**150,213**	**52,492**	**658,517**	**1154.5%**
	9503 INTERGOVERNMENTAL REV OTHER					
		LMIHF & OTHER ASSETS	44,889	44,000	45,000	2.3%
		OTHER GOVERNMENTAL AGENCIES	2,329,105	2,890,370	2,925,590	1.2%
	Total 9503 INTERGOVERNMENTAL REV OTHER		**2,373,994**	**2,934,370**	**2,970,590**	**1.2%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9600 CHARGES FOR SERVICES					
		PHOTO/MICROFICHE COPIES	286,021	265,050	284,590	7.4%
		CONTRACT SERVICES	545,888	566,516	610,982	7.8%
		FILING FEES	35,454	0	10,000	100.0%
		CIVIL PROCESS FEES	3,488	3,500	3,600	2.9%
		RECORDING FEES	1,757,758	1,840,000	1,620,000	(12.0%)
		COURT FEES	9,989	10,850	6,500	(40.1%)
		PHYTOSANI FIELD INSP FEE	142,597	150,000	155,000	3.3%
		CERTIFIED SEED INSP FEE	2,248	2,000	2,246	12.3%
		ADMIN SERVICES FEES	191,618	274,095	255,295	(6.9%)
		ASSMT & TAX COLLECTION FEES	3,874,443	3,954,100	3,952,100	(0.1%)
		AUDITING & ACCOUNTING FEES	1,300,837	1,499,825	1,565,391	4.4%
		LEGAL FEES	234,639	190,000	198,500	4.5%
		ELECTION SERVICES	800,987	880,000	10,000	(98.9%)
		ENGINEERING SERVICES	49,336	44,584	50,000	12.1%
		PLANNING SERVICES	320,582	288,575	299,545	3.8%
		LAND DIVISION FEES	60,108	36,276	36,576	0.8%
		REDEMPTION FEES	19,250	20,000	20,000	0.0%
		OTHER PROFESSIONAL SERVICES	119,586	361,337	425,212	17.7%
		33% PROOF OF CORRECTION	32,847	30,000	30,000	0.0%
		$24 TRAFFIC SCHOOL FEES	1,190,169	1,200,000	1,200,000	0.0%
		CLERK'S FEES	183,063	177,000	177,000	0.0%
		ADMINISTRATION OVERHEAD	20,910,674	23,575,362	25,968,154	10.1%
		HUMANE SERVICES	228,245	239,783	229,000	(4.5%)
		DEPARTMENTAL ADMIN OVERHEAD	496,183	523,871	546,070	4.2%
		SB 813 COLLECTION FEES	801,321	655,000	810,000	23.7%
		DISPOSAL FEES	8,913,413	7,900,000	7,500,000	(5.1%)
		PRIOR YEAR REV-OTHER CHARGES	161	0	0	0.0%
		WATER WELL PERMITS	117,751	106,197	102,929	(3.1%)
		OTHER CHARGES FOR SERVICES	1,363,792	2,729,338	2,393,200	(12.3%)
		SPAY-NEUTER FEES	67,269	68,580	72,000	5.0%
		ANIMAL VACCINATION-MEDICATION	52,892	55,815	60,000	7.5%
		MICROCHIPS	14,902	16,640	14,000	(15.9%)
		INTERFUND SVCES PROVIDE-COUNTY	63,724	66,588	391,227	487.5%
		INTERFUND SVCES-ACCTNG & AUDIT	233,872	280,457	276,853	(1.3%)
		INTERFUND SVCES-LEGAL SRVCS	415,568	459,000	460,300	0.3%
		INTERFUND SVCES-PERSONNEL	0	60,000	0	(100.0%)
		INTERFUND SVCES-PRO SVCES	2,798,742	2,543,038	2,922,991	14.9%
		INTERFUND SVCES-MAINT/MATERIAL	232,061	53,021	54,804	3.4%
		INTERFUND SVCES-SMALL PROJECTS	196,657	62,979	8,600	(86.3%)
		INTERFUND SVCES-POSTAGE	336,044	370,491	350,218	(5.5%)
		INTERFUND SVCES-MAINT/LABOR	224,556	89,054	133,095	49.5%
	Total 9600 CHARGES FOR SERVICES		**48,628,732**	**51,648,922**	**53,205,978**	**3.0%**
	9700 MISC REVENUE					
		MISC SALES - TAXABLE	5,977	12,672	6,315	(50.2%)
		CASH OVERAGE	9,211	15,000	5,000	(66.7%)
		OTHER REVENUE	689,055	588,796	798,578	35.6%
		DONATIONS AND CONTRIBUTIONS	27,673	0	0	0.0%
		INSURANCE PROCEEDS	24,732	0	0	0.0%
		MISCELLANEOUS SALES-OTHER	119,799	128,674	130,745	1.6%

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
		EXCESS TAX LOSSES RESERVE	3,000,000	3,000,000	3,000,000	0.0%
		.33 HORSE RACING REVENUES	40,580	50,000	50,000	0.0%
	Total 9700 MISC REVENUE		**3,917,027**	**3,795,142**	**3,990,638**	**5.2%**
	9800 OTHER FINANCING SOURCES					
		SALE OF NONTAXABLE FIXED ASSET	25,489	6,000	6,000	0.0%
		OPERATING TRANSFERS IN	154,329	84,795	870,000	926.0%
		SALE OF TAXABLE FIXED ASSETS	76,212	60,000	60,000	0.0%
	Total 9800 OTHER FINANCING SOURCES		**256,030**	**150,795**	**936,000**	**520.7%**
TOTAL	**GENERAL FUND FINANCING SOURCES**		**238,446,545**	**248,276,139**	**256,787,092**	**3.4%**
02	**SPECIAL REVENUE FUNDS**					
004	**COUNTY LIBRARY**					
	9000 TAXES					
		CURRENT SECURED	6,061,579	6,309,324	6,675,936	5.8%
		CURRENT UNSECURED	305,329	305,000	305,000	0.0%
		PRIOR UNSECURED	10,675	5,000	3,000	(40.0%)
		SUPPLEMENTAL SECURED	133,376	157,936	192,720	22.0%
		PRIOR SECURED	1,731	9,000	1,500	(83.3%)
		LIBRARY SALES TAX - MEASURE B	4,788,199	4,764,826	4,860,123	2.0%
		UNITARY	150,821	156,867	162,797	3.8%
		ABX1 26 RESIDUAL TAXES	551,822	620,166	551,983	(11.0%)
		ABX1 26 PASS THROUGH	905,704	705,790	749,639	6.2%
	Total 9000 TAXES		**12,909,236**	**13,033,909**	**13,502,698**	**3.6%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	199,885	100,000	260,000	160.0%
		BUILDING RENTAL	9,410	7,550	7,600	0.7%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**209,295**	**107,550**	**267,600**	**148.8%**
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	560	0	0	0.0%
		STATE HIGHWAY RENTALS	23	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	66,873	61,840	66,697	7.9%
		STATE OTHER	71,743	72,920	72,920	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**139,199**	**134,760**	**139,617**	**3.6%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		GRANT REVENUE	10,000	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**10,000**	**0**	**0**	**0.0%**
	9503 INTERGOVERNMENTAL REV OTHER					
		LMIHF & OTHER ASSETS	5,559	0	0	0.0%
		OTHER GOVERNMENTAL AGENCIES	211,220	237,100	270,720	14.2%
	Total 9503 INTERGOVERNMENTAL REV OTHER		**216,778**	**237,100**	**270,720**	**14.2%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9600 CHARGES FOR SERVICES					
		PHOTO/MICROFICHE COPIES	39,564	43,708	30,773	(29.6%)
		LIBRARY FINES	192,742	187,894	153,820	(18.1%)
		OTHER PROFESSIONAL SERVICES	4,462,650	4,511,971	4,869,830	7.9%
	Total 9600 CHARGES FOR SERVICES		**4,694,956**	**4,743,573**	**5,054,423**	**6.6%**
	9700 MISC REVENUE					
		CASH OVERAGE	57	0	0	0.0%
		OTHER REVENUE	(343)	0	0	0.0%
		INSURANCE PROCEEDS	2,125	0	0	0.0%
	Total 9700 MISC REVENUE		**1,839**	**0**	**0**	**0.0%**
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	2,032,744	2,271,426	2,175,633	(4.2%)
	Total 9800 OTHER FINANCING SOURCES		**2,032,744**	**2,271,426**	**2,175,633**	**(4.2%)**
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	291,896	294,451	316,371	7.4%
	Total 9801 GENERAL FUND CONTRIBUTION		**291,896**	**294,451**	**316,371**	**7.4%**
TOTAL	**COUNTY LIBRARY FINANCING SOURCES**		**20,505,942**	**20,822,769**	**21,727,062**	**4.3%**
012	**FISH/WILDLIFE PROPAGATION**					
	9300 FINES, FORFEITURES, & PENALTY					
		VEHICLE CODE FINES	4,258	1,921	2,266	18.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		**4,258**	**1,921**	**2,266**	**18.0%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	567	100	100	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**567**	**100**	**100**	**0.0%**
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	182	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		**182**	**0**	**0**	**0.0%**
TOTAL	**FISH/WILDLIFE PROPAGATION FINANCING SOURCES**		**5,007**	**2,021**	**2,366**	**17.1%**
016	**PARKS AND RECREATION**					
	9000 TAXES					
		CURRENT SECURED	505,789	526,498	557,201	5.8%
		CURRENT UNSECURED	25,645	32,899	34,133	3.8%
		PRIOR UNSECURED	935	603	615	2.0%

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
		SUPPLEMENTAL SECURED	13,203	16,303	18,520	13.6%
		PRIOR SECURED	9,398	804	820	2.0%
		UNITARY	18,467	19,081	19,653	3.0%
		ABX1 26 RESIDUAL TAXES	41,654	41,747	43,313	3.8%
		ABX1 26 PASS THROUGH	113,167	100,582	104,354	3.8%
	Total 9000 TAXES		**728,258**	**738,517**	**778,609**	**5.4%**
	9300 FINES, FORFEITURES, & PENALTY					
		OTHER COURT FINES	620	800	800	0.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		**620**	**800**	**800**	**0.0%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	2,566	702	702	0.0%
		CONCESSIONS	11,718	14,860	15,050	1.3%
		LEASES	2,990	1,400	2,100	50.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**17,274**	**16,962**	**17,852**	**5.2%**
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	52	52	52	0.0%
		STATE HIGHWAY RENTALS	2	0	2	100.0%
		HOMEOWNERS PROPERTY TAX RELIEF	6,154	6,164	6,164	0.0%
		STATE OFF-HIGHWAY MOTOR VEHICL	2,114	2,000	2,100	5.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**8,322**	**8,216**	**8,318**	**1.2%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FED OTHER	(4,836)	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**(4,836)**	**0**	**0**	**0.0%**
	9503 INTERGOVERNMENTAL REV OTHER					
		LMIHF & OTHER ASSETS	317	0	317	100.0%
	Total 9503 INTERGOVERNMENTAL REV OTHER		**317**	**0**	**317**	**100.0%**
	9600 CHARGES FOR SERVICES					
		RECREATION SERVICES	644,602	597,210	617,786	3.4%
		INTERFUND SVCES PROVIDE-COUNTY	578	2,000	2,000	0.0%
	Total 9600 CHARGES FOR SERVICES		**645,180**	**599,210**	**619,786**	**3.4%**
	9700 MISC REVENUE					
		MISC SALES - TAXABLE	4,667	4,800	5,000	4.2%
		DONATIONS AND CONTRIBUTIONS	0	3,000	3,000	0.0%
	Total 9700 MISC REVENUE		**4,667**	**7,800**	**8,000**	**2.6%**
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	6,033	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES		**6,033**	**0**	**0**	**0.0%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	266,889	366,108	471,248	28.7%
	Total 9801 GENERAL FUND CONTRIBUTION		**266,889**	**366,108**	**471,248**	**28.7%**
TOTAL	**PARKS AND RECREATION FINANCING SOURCES**		**1,672,723**	**1,737,613**	**1,904,930**	**9.6%**
035	**JH REC HALL - WARD WELFARE**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	1,604	1,000	1,000	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**1,604**	**1,000**	**1,000**	**0.0%**
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	0	0	25	100.0%
	Total 9600 CHARGES FOR SERVICES		**0**	**0**	**25**	**100.0%**
	9700 MISC REVENUE					
		OTHER REVENUE	0	20,361	8,500	(58.3%)
	Total 9700 MISC REVENUE		**0**	**20,361**	**8,500**	**(58.3%)**
TOTAL	**JH REC HALL - WARD WELFARE FINANCING SOURCES**		**1,604**	**21,361**	**9,525**	**(55.4%)**
036	**LIBRARY ZONE 1**					
	9000 TAXES					
		CURRENT SECURED	938,332	1,016,687	1,037,140	2.0%
		CURRENT UNSECURED	41,394	41,666	41,666	0.0%
		PRIOR UNSECURED	1,595	0	0	0.0%
		SUPPLEMENTAL SECURED	13,869	16,335	22,683	38.9%
		PRIOR SECURED	180	0	0	0.0%
		UNITARY	18,377	19,115	19,918	4.2%
		ABX1 26 RESIDUAL TAXES	185,315	122,286	170,352	39.3%
		ABX1 26 PASS THROUGH	329,299	181,681	232,838	28.2%
	Total 9000 TAXES		**1,528,360**	**1,397,770**	**1,524,597**	**9.1%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	7,958	2,032	5,473	169.3%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**7,958**	**2,032**	**5,473**	**169.3%**
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	121	0	0	0.0%
		STATE HIGHWAY RENTALS	7	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	14,470	14,312	14,563	1.8%
	Total 9501 INTERGOVERNMENTAL REV STATE		**14,598**	**14,312**	**14,563**	**1.8%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9503 INTERGOVERNMENTAL REV OTHER					
		LMIHF & OTHER ASSETS	1,983	0	0	0.0%
	Total 9503 INTERGOVERNMENTAL REV OTHER		**1,983**	**0**	**0**	**0.0%**
TOTAL	**LIBRARY ZONE 1 FINANCING SOURCES**		**1,552,900**	**1,414,114**	**1,544,633**	**9.2%**
037	**LIBRARY ZONE 2**					
	9000 TAXES					
		CURRENT SECURED	38,475	40,055	40,896	2.1%
		CURRENT UNSECURED	2,196	2,378	2,378	0.0%
		PRIOR UNSECURED	146	0	0	0.0%
		SUPPLEMENTAL SECURED	1,027	1,478	1,536	3.9%
		PRIOR SECURED	5	0	0	0.0%
		UNITARY	1,129	1,153	1,212	5.1%
		ABX1 26 RESIDUAL TAXES	110	75	93	24.0%
		ABX1 26 PASS THROUGH	1,406	1,527	1,380	(9.6%)
	Total 9000 TAXES		**44,494**	**46,666**	**47,495**	**1.8%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	135	25	72	188.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**135**	**25**	**72**	**188.0%**
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	3	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	351	175	335	91.4%
	Total 9501 INTERGOVERNMENTAL REV STATE		**354**	**175**	**335**	**91.4%**
TOTAL	**LIBRARY ZONE 2 FINANCING SOURCES**		**44,983**	**46,866**	**47,902**	**2.2%**
066	**LIBRARY ZONE 6**					
	9000 TAXES					
		CURRENT SECURED	17,355	18,760	19,107	1.8%
		CURRENT UNSECURED	979	952	952	0.0%
		PRIOR UNSECURED	29	0	0	0.0%
		SUPPLEMENTAL SECURED	452	651	796	22.3%
		PRIOR SECURED	7	0	0	0.0%
		UNITARY	637	657	684	4.1%
	Total 9000 TAXES		**19,461**	**21,020**	**21,539**	**2.5%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	75	18	48	166.7%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**75**	**18**	**48**	**166.7%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	1	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	147	75	145	93.3%
	Total 9501 INTERGOVERNMENTAL REV STATE		**148**	**75**	**145**	**93.3%**
TOTAL	**LIBRARY ZONE 6 FINANCING SOURCES**		**19,684**	**21,113**	**21,732**	**2.9%**
067	**LIBRARY ZONE 7**					
	9000 TAXES					
		CURRENT SECURED	389,060	420,934	437,344	3.9%
		CURRENT UNSECURED	16,273	17,421	17,421	0.0%
		PRIOR UNSECURED	685	0	0	0.0%
		SUPPLEMENTAL SECURED	9,573	13,287	18,602	40.0%
		PRIOR SECURED	190	0	0	0.0%
		UNITARY	9,596	9,725	10,371	6.6%
		ABX1 26 RESIDUAL TAXES	10,222	9,880	10,251	3.8%
		ABX1 26 PASS THROUGH	6,269	6,032	6,258	3.7%
	Total 9000 TAXES		**441,868**	**477,279**	**500,247**	**4.8%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	1,611	366	1,083	195.9%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**1,611**	**366**	**1,083**	**195.9%**
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	31	0	0	0.0%
		STATE HIGHWAY RENTALS	2	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	3,661	3,628	3,692	1.8%
	Total 9501 INTERGOVERNMENTAL REV STATE		**3,694**	**3,628**	**3,692**	**1.8%**
TOTAL	**LIBRARY ZONE 7 FINANCING SOURCES**		**447,173**	**481,273**	**505,022**	**4.9%**
101	**ROAD**					
	9000 TAXES					
		CURRENT SECURED	936,130	991,969	1,029,168	3.8%
		CURRENT UNSECURED	52,917	55,549	55,549	0.0%
		PRIOR UNSECURED	1,764	1,700	1,700	0.0%
		SUPPLEMENTAL SECURED	24,676	29,464	33,471	13.6%
		PRIOR SECURED	447	500	500	0.0%
		UNITARY	68,819	72,503	74,678	3.0%
	Total 9000 TAXES		**1,084,754**	**1,151,685**	**1,195,066**	**3.8%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9200 LICENSES, PERMITS & FRANCHISE					
		BUILDING PERMITS	7,930	10,350	10,500	1.4%
		ZONING PERMITS	638	3,780	1,500	(60.3%)
		ROAD PERMITS	3,040	3,000	0	(100.0%)
		ENCROACHMENT PERMITS	155,301	119,810	130,000	8.5%
		TRANSPORTATION PERMIT	22,797	18,796	19,000	1.1%
		GRADING PERMITS	42,385	69,931	75,000	7.2%
		LICENSES & PERMITS-OTHER	8,436	7,720	8,600	11.4%
	Total 9200 LICENSES, PERMITS & FRANCHISE		**240,528**	**233,387**	**244,600**	**4.8%**
	9300 FINES, FORFEITURES, & PENALTY					
		FORFEITURES & PENALTIES	20,402	0	0	0.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		**20,402**	**0**	**0**	**0.0%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	107,625	80,000	160,000	100.0%
		BUILDING RENTAL	47,016	47,016	47,016	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**154,641**	**127,016**	**207,016**	**63.0%**
	9501 INTERGOVERNMENTAL REV STATE					
		HIGHWAY USERS TAX	7,572,116	14,490,779	9,707,474	(33.0%)
		FISH & GAME	66	70	70	0.0%
		STATE HIGHWAY RENTALS	4	5	5	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	7,908	8,222	8,222	0.0%
		STATE CONSTRUCTION	100,000	100,000	100,000	0.0%
		STATE OTHER	129,845	0	0	0.0%
		RMRA-TRANSPORTATION	2,155,605	0	6,748,298	100.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**9,965,544**	**14,599,076**	**16,564,069**	**13.5%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FED CONSTRUCTION	1,448,808	2,951,603	6,621,694	124.3%
		FED OTHER	455,609	662,190	0	(100.0%)
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**1,904,417**	**3,613,793**	**6,621,694**	**83.2%**
	9503 INTERGOVERNMENTAL REV OTHER					
		OTHER GOVERNMENTAL AGENCIES	671,450	598,000	700,000	17.1%
	Total 9503 INTERGOVERNMENTAL REV OTHER		**671,450**	**598,000**	**700,000**	**17.1%**
	9600 CHARGES FOR SERVICES					
		PHOTO/MICROFICHE COPIES	23	0	0	0.0%
		ENGINEERING SERVICES	49,895	24,801	27,500	10.9%
		LAND DIVISION FEES	1,825	2,000	0	(100.0%)
		DEPARTMENTAL ADMIN OVERHEAD	101,057	103,475	140,524	35.8%
		OTHER CHARGES FOR SERVICES	2,377	6,800	0	(100.0%)
		ROAD SVCES ON COUNTY ROADS	59,074	44,250	45,000	1.7%
		NON-ROAD SVCES - COUNTY	489,779	520,000	521,600	0.3%
		NON-ROAD SVCES - NON-COUNTY	1,100	2,000	2,000	0.0%

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
		INTERFUND SVCES PROVIDE-COUNTY	180,204	164,640	240,317	46.0%
		INTERFUND SVCES-ACCTNG & AUDIT	32,826	36,507	38,177	4.6%
		INTERFUND SVCES-PRO SVCES	125,000	77,803	76,683	(1.4%)
		INTERFUND SVCES-SMALL PROJECTS	1,958	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		**1,045,117**	**982,276**	**1,091,801**	**11.2%**
	9700 MISC REVENUE					
		OTHER REVENUE	88	0	0	0.0%
		INSURANCE PROCEEDS	0	500	500	0.0%
		MISCELLANEOUS SALES-OTHER	5,198	3,000	3,000	0.0%
	Total 9700 MISC REVENUE		**5,286**	**3,500**	**3,500**	**0.0%**
	9800 OTHER FINANCING SOURCES					
		SALE OF NONTAXABLE FIXED ASSET	150,090	70,000	15,000	(78.6%)
		LONG-TERM DEBT PROCEEDS	0	15,621	19,000	21.6%
		OPERATING TRANSFERS IN	1,700,570	512,000	122,000	(76.2%)
	Total 9800 OTHER FINANCING SOURCES		**1,850,660**	**597,621**	**156,000**	**(73.9%)**
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	3,164	0	0	0.0%
	Total 9801 GENERAL FUND CONTRIBUTION		**3,164**	**0**	**0**	**0.0%**
TOTAL	**ROAD FINANCING SOURCES**		**16,945,965**	**21,906,354**	**26,783,746**	**22.3%**
105	**HOUSING REHABILITATION**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	407	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**407**	**0**	**0**	**0.0%**
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	13	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		**13**	**0**	**0**	**0.0%**
TOTAL	**HOUSING REHABILITATION FINANCING SOURCES**		**420**	**0**	**0**	**0.0%**
110	**MICROENTERPRISE BUSINESS**					
	9501 INTERGOVERNMENTAL REV STATE					
		STATE OTHER	6,384	0	0	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**6,384**	**0**	**0**	**0.0%**
	9700 MISC REVENUE					
		OTHER REVENUE	0	2,809	0	(100.0%)
	Total 9700 MISC REVENUE		**0**	**2,809**	**0**	**(100.0%)**
TOTAL	**MICROENTERPRISE BUSINESS FINANCING SOURCES**		**6,384**	**2,809**	**0**	**(100.0%)**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
120	**HOMEACRES LOAN PROGRAM**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	23,329	18,000	24,000	33.3%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**23,329**	**18,000**	**24,000**	**33.3%**
TOTAL	**HOMEACRES LOAN PROGRAM FINANCING SOURCES**		**23,329**	**18,000**	**24,000**	**33.3%**
150	**HOUSING & URBAN DEVELOPMENT**					
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FED OTHER	2,243,841	2,300,000	2,200,000	(4.3%)
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**2,243,841**	**2,300,000**	**2,200,000**	**(4.3%)**
TOTAL	**HOUSING & URBAN DEVELOPMENT FINANCING SOURCES**		**2,243,841**	**2,300,000**	**2,200,000**	**(4.3%)**
151	**FIRST 5 FUTURE INITIATIVE**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	4,663	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**4,663**	**0**	**0**	**0.0%**
	9600 CHARGES FOR SERVICES					
		INTERFUND SVCES-PRO SVCES	85,441	130,000	90,000	(30.8%)
	Total 9600 CHARGES FOR SERVICES		**85,441**	**130,000**	**90,000**	**(30.8%)**
	9700 MISC REVENUE					
		DONATIONS AND CONTRIBUTIONS	200,000	0	0	0.0%
	Total 9700 MISC REVENUE		**200,000**	**0**	**0**	**0.0%**
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	616,560	616,560	616,560	0.0%
	Total 9801 GENERAL FUND CONTRIBUTION		**616,560**	**616,560**	**616,560**	**0.0%**
TOTAL	**FIRST 5 FUTURE INITIATIVE FINANCING SOURCES**		**906,664**	**746,560**	**706,560**	**(5.4%)**
152	**IN HOME SUPP SVCS-PUBLIC AUTH**					
	9501 INTERGOVERNMENTAL REV STATE					
		ST ADM IHSS	1,278,316	2,001,154	1,987,152	(0.7%)
		ST SALES TX 1991 REALIGNMNT-SS	0	6,345,244	7,793,167	22.8%
	Total 9501 INTERGOVERNMENTAL REV STATE		**1,278,316**	**8,346,398**	**9,780,319**	**17.2%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
		9502 INTERGOVERNMENTAL REV FEDERAL				
		FED ADM HEALTH RELATED SVS	2,240,032	2,469,447	2,407,672	(2.5%)
		Total 9502 INTERGOVERNMENTAL REV FEDERAL	**2,240,032**	**2,469,447**	**2,407,672**	**(2.5%)**
		9800 OTHER FINANCING SOURCES				
		OPERATING TRANSFERS IN	181,609	0	0	0.0%
		Total 9800 OTHER FINANCING SOURCES	**181,609**	**0**	**0**	**0.0%**
		9801 GENERAL FUND CONTRIBUTION				
		TRANSFER IN-COUNTY CONTRIB	583,691	6,911,533	7,983,420	15.5%
		Total 9801 GENERAL FUND CONTRIBUTION	**583,691**	**6,911,533**	**7,983,420**	**15.5%**
TOTAL	**IN HOME SUPP SVCS-PUBLIC AUTH FINANCING SOURCES**		**4,283,648**	**17,727,378**	**20,171,411**	**13.8%**
153	**FIRST 5 SOLANO**					
		9400 REVENUE FROM USE OF MONEY/PROP				
		INTEREST INCOME	102,534	98,113	163,122	66.3%
		Total 9400 REVENUE FROM USE OF MONEY/PROP	**102,534**	**98,113**	**163,122**	**66.3%**
		9501 INTERGOVERNMENTAL REV STATE				
		STATE OTHER	3,010,354	3,196,898	3,038,986	(4.9%)
		Total 9501 INTERGOVERNMENTAL REV STATE	**3,010,354**	**3,196,898**	**3,038,986**	**(4.9%)**
		9502 INTERGOVERNMENTAL REV FEDERAL				
		GRANT REVENUE	261,704	311,857	347,157	11.3%
		Total 9502 INTERGOVERNMENTAL REV FEDERAL	**261,704**	**311,857**	**347,157**	**11.3%**
		9600 CHARGES FOR SERVICES				
		INTERFUND SVCES PROVIDE-COUNTY	46,391	44,385	42,771	(3.6%)
		INTERFUND SVCES-PRO SVCES	298,252	725,300	760,000	4.8%
		Total 9600 CHARGES FOR SERVICES	**344,643**	**769,685**	**802,771**	**4.3%**
		9700 MISC REVENUE				
		OTHER REVENUE	52,846	95,000	5,000	(94.7%)
		Total 9700 MISC REVENUE	**52,846**	**95,000**	**5,000**	**(94.7%)**
		9801 GENERAL FUND CONTRIBUTION				
		TRANSFER IN-COUNTY CONTRIB	0	200,000	0	(100.0%)
		Total 9801 GENERAL FUND CONTRIBUTION	**0**	**200,000**	**0**	**(100.0%)**
TOTAL	**FIRST 5 SOLANO FINANCING SOURCES**		**3,772,081**	**4,671,553**	**4,357,036**	**(6.7%)**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
215	**RECORDER SPECIAL REVENUE**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	120,592	77,000	128,500	66.9%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**120,592**	**77,000**	**128,500**	**66.9%**
	9600 CHARGES FOR SERVICES					
		RECORDING FEES	557,130	530,000	460,000	(13.2%)
		AUTOMATION-MICROGRAPHICS FEE	127,307	128,000	100,000	(21.9%)
		ADMIN SERVICES FEES	0	124,000	111,000	(10.5%)
	Total 9600 CHARGES FOR SERVICES		**684,437**	**782,000**	**671,000**	**(14.2%)**
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	8,093	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES		**8,093**	**0**	**0**	**0.0%**
TOTAL	**RECORDER SPECIAL REVENUE FINANCING SOURCES**		**813,122**	**859,000**	**799,500**	**(6.9%)**
216	**AAA NAPA/SOLANO**					
	9501 INTERGOVERNMENTAL REV STATE					
		STATE OTHER	0	0	309,570	100.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**0**	**0**	**309,570**	**100.0%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FED OTHER	0	0	2,520,960	100.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**0**	**0**	**2,520,960**	**100.0%**
	9700 MISC REVENUE					
		OTHER REVENUE	0	0	63,102	100.0%
	Total 9700 MISC REVENUE		**0**	**0**	**63,102**	**100.0%**
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	0	0	173,371	100.0%
	Total 9800 OTHER FINANCING SOURCES		**0**	**0**	**173,371**	**100.0%**
TOTAL	**AAA NAPA/SOLANO FINANCING SOURCES**		**0**	**0**	**3,067,003**	**100.0%**
228	**LIBRARY - FRIENDS & FOUNDATION**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	1,634	500	2,200	340.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**1,634**	**500**	**2,200**	**340.0%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9600 CHARGES FOR SERVICES					
		INTERFUND SVCES PROVIDE-COUNTY	250	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		**250**	**0**	**0**	**0.0%**
	9700 MISC REVENUE					
		OTHER REVENUE	300	0	16,500	0.0%
		DONATIONS AND CONTRIBUTIONS	164,737	128,000	128,000	0.0%
	Total 9700 MISC REVENUE		**165,037**	**128,000**	**144,500**	**12.9%**
TOTAL	**LIBRARY - FRIENDS & FOUNDATION FINANCING SOURCES**		**166,921**	**128,500**	**146,700**	**14.2%**
233	**DISTRICT ATTORNEY SPECIAL REV**					
	9300 FINES, FORFEITURES, & PENALTY					
		FORFEITURES & PENALTIES	404,900	302,000	302,000	0.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		**404,900**	**302,000**	**302,000**	**0.0%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	66,344	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**66,344**	**0**	**0**	**0.0%**
	9501 INTERGOVERNMENTAL REV STATE					
		STATE OTHER	1,699	0	0	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**1,699**	**0**	**0**	**0.0%**
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	516	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		**516**	**0**	**0**	**0.0%**
TOTAL	**DISTRICT ATTORNEY SPECIAL REV FINANCING SOURCES**		**473,460**	**302,000**	**302,000**	**0.0%**
241	**CIVIL PROCESSING FEES**					
	9300 FINES, FORFEITURES, & PENALTY					
		CIVIL ASSESSMENT	98,080	90,000	94,801	5.3%
		OTHER ASSESSMENTS	5,162	4,737	4,989	5.3%
	Total 9300 FINES, FORFEITURES, & PENALTY		**103,242**	**94,737**	**99,790**	**5.3%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	14,728	11,586	15,000	29.5%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**14,728**	**11,586**	**15,000**	**29.5%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9600 CHARGES FOR SERVICES					
		CIVIL PROCESS FEES	58,810	55,000	51,000	(7.3%)
	Total 9600 CHARGES FOR SERVICES		**58,810**	**55,000**	**51,000**	**(7.3%)**
TOTAL	**CIVIL PROCESSING FEES FINANCING SOURCES**		**176,779**	**161,323**	**165,790**	**2.8%**
253	**SHERIFF'S ASSET SEIZURE**					
	9300 FINES, FORFEITURES, & PENALTY					
		FORFEITURES & PENALTIES	9,628	0	0	0.0%
	Total 9300 FINES, FORFEITURES, & PENALTY		**9,628**	**0**	**0**	**0.0%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	3,993	1,500	1,500	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**3,993**	**1,500**	**1,500**	**0.0%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		REVENUE SHARING	14,558	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**14,558**	**0**	**0**	**0.0%**
TOTAL	**SHERIFF'S ASSET SEIZURE FINANCING SOURCES**		**28,178**	**1,500**	**1,500**	**0.0%**
254	**MENTALLY ILL CRIME OFFENDER**					
	9502 INTERGOVERNMENTAL REV FEDERAL					
		GRANT REVENUE	312,997	0	0	0.0%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**312,997**	**0**	**0**	**0.0%**
	9700 MISC REVENUE					
		OTHER REVENUE	239,222	261,000	0	(100.0%)
	Total 9700 MISC REVENUE		**239,222**	**261,000**	**0**	**(100.0%)**
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	0	261,000	0	(100.0%)
	Total 9800 OTHER FINANCING SOURCES		**0**	**261,000**	**0**	**(100.0%)**
TOTAL	**MENTALLY ILL CRIME OFFENDER FINANCING SOURCES**		**552,219**	**522,000**	**0**	**(100.0%)**
256	**SHERIFF OES**					
	9502 INTERGOVERNMENTAL REV FEDERAL					
		GRANT REVENUE	582,653	1,183,167	975,325	(17.6%)
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**582,653**	**1,183,167**	**975,325**	**(17.6%)**
TOTAL	**SHERIFF OES FINANCING SOURCES**		**582,653**	**1,183,167**	**975,325**	**(17.6%)**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
263	**CJ TEMP CONSTRUCTION**					
	9300 FINES, FORFEITURES, & PENALTY					
		VEHICLE CODE FINES	51,031	28,551	55,988	96.1%
	Total 9300 FINES, FORFEITURES, & PENALTY		**51,031**	**28,551**	**55,988**	**96.1%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	6,823	7,499	12,693	69.3%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**6,823**	**7,499**	**12,693**	**69.3%**
	9600 CHARGES FOR SERVICES					
		COURT FEES	285,787	216,947	318,427	46.8%
	Total 9600 CHARGES FOR SERVICES		**285,787**	**216,947**	**318,427**	**46.8%**
TOTAL	**CJ TEMP CONSTRUCTION FINANCING SOURCES**		**343,640**	**252,997**	**387,108**	**53.0%**
264	**CRTHSE TEMP CONST**					
	9300 FINES, FORFEITURES, & PENALTY					
		VEHICLE CODE FINES	51,030	25,008	54,116	116.4%
	Total 9300 FINES, FORFEITURES, & PENALTY		**51,030**	**25,008**	**54,116**	**116.4%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	811	100	1,845	1745.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**811**	**100**	**1,845**	**1745.0%**
	9600 CHARGES FOR SERVICES					
		COURT FEES	285,656	216,939	320,000	47.5%
	Total 9600 CHARGES FOR SERVICES		**285,656**	**216,939**	**320,000**	**47.5%**
TOTAL	**CRTHSE TEMP CONST FINANCING SOURCES**		**337,497**	**242,047**	**375,961**	**55.3%**
278	**PUBLIC WORKS IMPROVEMENT**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	19,279	3,569	5,000	40.1%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**19,279**	**3,569**	**5,000**	**40.1%**
	9600 CHARGES FOR SERVICES					
		ROAD SVCES ON COUNTY ROADS	475,626	475,000	475,000	0.0%
	Total 9600 CHARGES FOR SERVICES		**475,626**	**475,000**	**475,000**	**0.0%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9700 MISC REVENUE					
		OTHER REVENUE	42,729	71,667	70,000	(2.3%)
	Total 9700 MISC REVENUE		**42,729**	**71,667**	**70,000**	**(2.3%)**
TOTAL	**PUBLIC WORKS IMPROVEMENT FINANCING SOURCES**		**537,634**	**550,236**	**550,000**	**(0.0%)**
281	**SURVEY MONUMENT PRESERVATION**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	752	882	1,000	13.4%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**752**	**882**	**1,000**	**13.4%**
	9600 CHARGES FOR SERVICES					
		RECORDING FEES	9,530	10,723	10,500	(2.1%)
	Total 9600 CHARGES FOR SERVICES		**9,530**	**10,723**	**10,500**	**(2.1%)**
TOTAL	**SURVEY MONUMENT PRESERVATION FINANCING SOURCES**		**10,282**	**11,605**	**11,500**	**(0.9%)**
282	**COUNTY DISASTER**					
	9501 INTERGOVERNMENTAL REV STATE					
		STATE OTHER	(9,089)	0	0	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**(9,089)**	**0**	**0**	**0.0%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FED OTHER	(189,198)	700,590	0	(100.0%)
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**(189,198)**	**700,590**	**0**	**(100.0%)**
	9503 INTERGOVERNMENTAL REV OTHER					
		OTHER GOVERNMENTAL AGENCIES	1,770	0	0	0.0%
	Total 9503 INTERGOVERNMENTAL REV OTHER		**1,770**	**0**	**0**	**0.0%**
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	0	91	24,169	26459.3%
	Total 9600 CHARGES FOR SERVICES		**0**	**91**	**24,169**	**26459.3%**
	9800 OTHER FINANCING SOURCES					
		LONG-TERM DEBT PROCEEDS	0	100,557	0	(100.0%)
	Total 9800 OTHER FINANCING SOURCES		**0**	**100,557**	**0**	**(100.0%)**
TOTAL	**COUNTY DISASTER FINANCING SOURCES**		**(196,517)**	**801,238**	**24,169**	**(97.0%)**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
296	**PUBLIC FACILITIES FEES**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	256,276	63,287	216,756	242.5%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**256,276**	**63,287**	**216,756**	**242.5%**
	9600 CHARGES FOR SERVICES					
		CAPITAL FACILITIES FEES	4,191,565	5,500,000	5,616,155	2.1%
		ADMINISTRATION OVERHEAD	2,965	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		**4,194,530**	**5,500,000**	**5,616,155**	**2.1%**
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	5,311	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES		**5,311**	**0**	**0**	**0.0%**
TOTAL	**PUBLIC FACILITIES FEES FINANCING SOURCES**		**4,456,117**	**5,563,287**	**5,832,911**	**4.8%**
326	**SHERIFF - SPECIAL REVENUE**					
	9300 FINES, FORFEITURES, & PENALTY					
		VEHICLE REGISTRATION ADDON FEE	890,311	911,200	899,541	(1.3%)
		COURT ASSESSMENTS	73,262	65,000	79,800	22.8%
	Total 9300 FINES, FORFEITURES, & PENALTY		**963,573**	**976,200**	**979,341**	**0.3%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	6,276	2,000	7,500	275.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**6,276**	**2,000**	**7,500**	**275.0%**
	9600 CHARGES FOR SERVICES					
		COURT FEES	(5)	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		**(5)**	**0**	**0**	**0.0%**
	9800 OTHER FINANCING SOURCES					
		SALE OF NONTAXABLE FIXED ASSET	5,000	0	0	0.0%
	Total 9800 OTHER FINANCING SOURCES		**5,000**	**0**	**0**	**0.0%**
TOTAL	**SHERIFF - SPECIAL REVENUE FINANCING SOURCES**		**974,844**	**978,200**	**986,841**	**0.9%**
369	**CHILD SUPPORT SERVICES**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	9,459	6,000	6,000	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**9,459**	**6,000**	**6,000**	**0.0%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9501 INTERGOVERNMENTAL REV STATE					
		STATE SUPPORT ENFORCEMENT INC	4,143,835	4,190,460	4,190,460	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**4,143,835**	**4,190,460**	**4,190,460**	**0.0%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FED CHILD SUPPORT	8,094,903	8,134,422	8,134,422	0.0%
		FED OTHER	0	80,000	182,615	128.3%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**8,094,903**	**8,214,422**	**8,317,037**	**1.2%**
	9600 CHARGES FOR SERVICES					
		INTERFUND SVCES PROVIDE-COUNTY	197,964	95,000	2,500	(97.4%)
	Total 9600 CHARGES FOR SERVICES		**197,964**	**95,000**	**2,500**	**(97.4%)**
	9700 MISC REVENUE					
		OTHER REVENUE	321	0	0	0.0%
	Total 9700 MISC REVENUE		**321**	**0**	**0**	**0.0%**
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	0	40,000	92,863	132.2%
	Total 9801 GENERAL FUND CONTRIBUTION		**0**	**40,000**	**92,863**	**132.2%**
TOTAL	**CHILD SUPPORT SERVICES FINANCING SOURCES**		**12,446,481**	**12,545,882**	**12,608,860**	**0.5%**
390	**TOBACCO PREVENTION & EDUCATION**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	2,000	400	2,500	525.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**2,000**	**400**	**2,500**	**525.0%**
	9501 INTERGOVERNMENTAL REV STATE					
		STATE OTHER	347,405	850,928	793,923	(6.7%)
	Total 9501 INTERGOVERNMENTAL REV STATE		**347,405**	**850,928**	**793,923**	**(6.7%)**
	9600 CHARGES FOR SERVICES					
		INTERFUND SVCES-PERSONNEL	0	0	5,000	100.0%
	Total 9600 CHARGES FOR SERVICES		**0**	**0**	**5,000**	**100.0%**
TOTAL	**TOBACCO PREVENTION & EDUCATION FINANCING SOURCES**		**349,406**	**851,328**	**801,423**	**(5.9%)**
900	**PUBLIC SAFETY**					
	9200 LICENSES, PERMITS & FRANCHISE					
		BUSINESS LICENSES	3,572	2,500	3,600	44.0%
		LICENSES & PERMITS-OTHER	79,600	75,830	73,160	(3.5%)
	Total 9200 LICENSES, PERMITS & FRANCHISE		**83,172**	**78,330**	**76,760**	**(2.0%)**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9300 FINES, FORFEITURES, & PENALTY					
		VEHICLE CODE FINES	2,197	2,340	2,340	0.0%
		OTHER COURT FINES	2,735	1,800	1,850	2.8%
		VEHICLE FINES-DRUNK DRIVING	10,662	8,400	10,192	21.3%
		SB 1127 CONVICTIONS	47,673	30,000	30,000	0.0%
		HEALTH & SAFETY	2	0	0	0.0%
		FORFEITURES & PENALTIES	545,078	161,875	158,000	(2.4%)
		WORK FURLOUGH FEES	3,067	3,000	3,000	0.0%
		WORK RELEASE FEES	57,334	47,000	47,000	0.0%
		ELECTRONIC MONITOR DAILY FEES	277,063	270,000	240,000	(11.1%)
		ASP OTHER FEES	2,835	2,300	2,600	13.0%
		COURT ASSESSMENTS	71,270	65,000	72,000	10.8%
	Total 9300 FINES, FORFEITURES, & PENALTY		**1,019,917**	**591,715**	**566,982**	**(4.2%)**
	9400 REVENUE FROM USE OF MONEY/PROP					
		BUILDING RENTAL	10,000	12,000	12,000	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**10,000**	**12,000**	**12,000**	**0.0%**
	9501 INTERGOVERNMENTAL REV STATE					
		STATE CATEGORICAL AID	14,987	5,000	18,387	267.7%
		STATE 4700 P.C.	1,210,425	1,143,000	1,123,500	(1.7%)
		STATE VLF REALIGNMENT - SS	71,417	154,031	32,859	(78.7%)
		STATE REIMB POLICE OFF TRAININ	17,339	15,000	20,000	33.3%
		ST ADM CWS/LIC FFH	168,825	44,200	100,000	126.2%
		STATE AID PUBLIC SAFETY SVCES	36,732,483	37,473,157	39,257,595	4.8%
		STATE - 2011 REALIGNMENT	17,132,364	19,004,787	19,249,261	1.3%
		ST SALES TX 1991 REALIGNMNT-SS	960,130	1,132,391	884,657	(21.9%)
		STATE OTHER	3,631,067	3,709,616	4,316,063	16.3%
		2011 REALIGNMENT REVOCATION	287,759	287,759	300,000	4.3%
		2011 REALIGNMENT BOOKING	781,996	848,012	848,012	0.0%
		2011 REALIGNMENT SLESF	239,452	302,032	271,983	(9.9%)
		2011 REALIGNMENT CALMMET	369,142	369,142	369,142	0.0%
		2011 REALIGNMENT FCARE ASSIST	569,971	345,600	576,001	66.7%
		2011 REALIGNMENT-CWS	55,225	28,600	28,600	0.0%
		CALWORKS - CHILD POVERTY	376	0	0	0.0%
	Total 9501 INTERGOVERNMENTAL REV STATE		**62,242,958**	**64,862,327**	**67,396,060**	**3.9%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		FEDERAL AID	160,658	183,706	230,400	25.4%
		FED ADM CWS SERVICES IVE	228,554	226,054	100,000	(55.8%)
		GRANT REVENUE	121,733	294,103	35,000	(88.1%)
		FED OTHER	554,367	515,470	579,039	12.3%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**1,065,312**	**1,219,333**	**944,439**	**(22.5%)**
	9503 INTERGOVERNMENTAL REV OTHER					
		OTHER GOVERNMENTAL AGENCIES	319,607	328,800	412,091	25.3%
	Total 9503 INTERGOVERNMENTAL REV OTHER		**319,607**	**328,800**	**412,091**	**25.3%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9600 CHARGES FOR SERVICES					
		PHOTO/MICROFICHE COPIES	1,317	1,100	1,100	0.0%
		CONTRACT SERVICES	6,924,885	6,737,371	6,778,711	0.6%
		CIVIL PROCESS FEES	184,612	180,000	192,295	6.8%
		RECORDING FEES	683,874	719,348	711,301	(1.1%)
		COURT FEES	315	180	150	(16.7%)
		ADMIN SERVICES FEES	2,776	2,348	2,700	15.0%
		LEGAL FEES	64,692	77,000	49,000	(36.4%)
		OTHER PROFESSIONAL SERVICES	12,805	10,000	12,900	29.0%
		MEDICAL CARE-OTHER	314,987	400,006	186,000	(53.5%)
		INSTITUTIONAL CARE	980,191	0	0	0.0%
		DEPARTMENTAL ADMIN OVERHEAD	46,484	36,000	12,500	(65.3%)
		LAW ENFORCEMENT SERVICES	1,084,656	993,970	967,882	(2.6%)
		OTHER CHARGES FOR SERVICES	510,391	300,387	283,851	(5.5%)
		WORK FURLOUGH APPLICATION FEES	372	600	400	(33.3%)
		WORK RELEASE APPLICATION FEES	75,015	66,000	68,940	4.5%
		ELECTRONIC MONITOR APPL FEES	60,346	56,000	56,700	1.3%
		INTERFUND SVCES PROVIDE-COUNTY	5,859	2,330	1,912	(17.9%)
		INTERFUND SVCES-LEGAL SRVCS	56,484	75,000	60,000	(20.0%)
		INTERFUND SVCES-PRO SVCES	1,624,214	1,883,357	2,367,288	25.7%
	Total 9600 CHARGES FOR SERVICES		**12,634,274**	**11,540,997**	**11,753,630**	**1.8%**
	9700 MISC REVENUE					
		CASH OVERAGE	244	200	250	25.0%
		OTHER REVENUE	871,178	840,270	818,849	(2.5%)
		DONATIONS AND CONTRIBUTIONS	7,218	0	0	0.0%
		INSURANCE PROCEEDS	645,888	560,000	716,810	28.0%
	Total 9700 MISC REVENUE		**1,524,528**	**1,400,470**	**1,535,909**	**9.7%**
	9800 OTHER FINANCING SOURCES					
		SALE OF NONTAXABLE FIXED ASSET	450	0	0	0.0%
		LONG-TERM DEBT PROCEEDS	0	0	192,924	100.0%
		OPERATING TRANSFERS IN	1,585,369	1,826,960	1,804,073	(1.3%)
	Total 9800 OTHER FINANCING SOURCES		**1,585,819**	**1,826,960**	**1,996,997**	**9.3%**
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	109,499,512	120,059,625	126,254,680	5.2%
	Total 9801 GENERAL FUND CONTRIBUTION		**109,499,512**	**120,059,625**	**126,254,680**	**5.2%**
TOTAL	**PUBLIC SAFETY FINANCING SOURCES**		**189,985,100**	**201,920,557**	**210,949,548**	**4.5%**
901	**C M F CASES**					
	9501 INTERGOVERNMENTAL REV STATE					
		STATE 4700 P.C.	339,009	375,419	450,000	19.9%
	Total 9501 INTERGOVERNMENTAL REV STATE		**339,009**	**375,419**	**450,000**	**19.9%**
TOTAL	**C M F CASES FINANCING SOURCES**		**339,009**	**375,419**	**450,000**	**19.9%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
902	HEALTH & SOCIAL SERVICES					
	9200 LICENSES, PERMITS & FRANCHISE					
		LICENSES & PERMITS-OTHER	13,520	11,000	13,500	22.7%
		BURIAL PERMITS	12,949	12,000	13,000	8.3%
	Total 9200 LICENSES, PERMITS & FRANCHISE		**26,469**	**23,000**	**26,500**	**15.2%**
	9300 FINES, FORFEITURES, & PENALTY					
		FORFEITURES & PENALTIES	319,013	313,975	307,127	(2.2%)
	Total 9300 FINES, FORFEITURES, & PENALTY		**319,013**	**313,975**	**307,127**	**(2.2%)**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	473,057	393,766	962,492	144.4%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**473,057**	**393,766**	**962,492**	**144.4%**
	9501 INTERGOVERNMENTAL REV STATE					
		STATE VLF 1991 REALIGNMNT - PH	12,430,872	16,943,756	18,686,632	10.3%
		ST ADM FOOD STAMPS	7,516,695	7,413,495	7,562,413	2.0%
		STATE CALWORK SINGLE	6,139,829	7,394,747	5,414,790	(26.8%)
		ST ADM IHSS	2,570,688	2,605,485	3,166,535	21.5%
		STATE CATEGORICAL AID	1,331,108	3,216,541	1,323,463	(58.9%)
		SHORT DOYLE QUALITY ASSURANCE	1,394,018	1,704,807	1,581,222	(7.2%)
		ST ADM COUNTY SVS BLOCK GRANT	37,160	12	3,404	28266.7%
		ST CMSP	4,409	3,853	11,436	196.8%
		STATE VLF REALIGNMENT - SS	609,054	2,505,410	2,114,245	(15.6%)
		PRIOR YEAR REV-STATE & OTHERS	2,353,667	258,174	1,743,716	575.4%
		ST ADM CWS/LIC FFH	13,426	0	121,507	100.0%
		STATE VLF 1991 REALIGNMNT-MH	1,013,214	1,013,213	1,013,213	0.0%
		STATE NON CWS ALLOCATION	1,241,371	1,034,171	651,003	(37.1%)
		STATE - 2011 REALIGNMENT	297,220	450,605	291,141	(35.4%)
		ST SALES TX 1991 REALIGNMNT-SS	14,358,842	12,531,726	13,613,649	8.6%
		ST SALES TX 1991 REALIGNMNT-MH	10,122,518	13,173,437	13,195,085	0.2%
		ST SALES TX 1991 REALIGNMNT-PH	5,005,063	5,201,179	5,933,917	14.1%
		STATE OTHER	4,106,305	4,865,365	5,120,636	5.2%
		IGT REVENUES	24,950,658	7,003,234	7,263,888	3.7%
		FEDERAL NON CWS ALLOCATION	706,936	709,994	748,055	5.4%
		FEDERAL KINGAP	13,438	19,890	12,355	(37.9%)
		1991 REALIGNMENT CALWORKS MOE	11,573,547	8,273,996	8,806,411	6.4%
		2011 REALIGNMENT AAP	3,070,030	3,219,998	3,585,309	11.3%
		2011 REALIGNMENT SA-DMC	954,176	1,153,355	1,040,131	(9.8%)
		2011 REALIGNMENT SA-NON DMC	647,944	1,002,655	2,272,432	126.6%
		2011 REALIGNMENT FCARE ASSIST	3,152,727	3,396,070	3,484,371	2.6%
		2011 REALIGNMENT FCARE ADMIN	358,219	421,235	400,790	(4.9%)
		2011 REALIGNMENT ADOPTIONS	582,609	628,426	678,543	8.0%
		2011 REALIGNMENT-DRUG COURT	184,772	181,157	181,157	0.0%
		2011 REALIGNMENT-CHILD ABUSE	98,643	129,835	150,659	16.0%
		2011 REALIGNMENT-CWS	6,706,971	8,735,492	8,307,672	(4.9%)
		2011 REALIGNMENT-APS	1,456,960	1,514,464	1,536,644	1.5%
		2011 REALIGNMENT-MANAGED CARE	8,114,693	8,357,100	10,950,012	31.0%
		2011 REALIGNMENT-EPSDT	3,184,273	7,040,916	6,485,446	(7.9%)

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
		CALWORKS MOE-FAMILY SUPPORT	4,778,068	6,563,803	3,635,671	(44.6%)
		CALWORKS - CHILD POVERTY	4,036,308	3,547,289	8,712,808	145.6%
		STATE S/D MEDI-CAL	359,123	0	519,694	0.0%
Total 9501 INTERGOVERNMENTAL REV STATE			**145,475,551**	**142,214,885**	**150,320,055**	**5.7%**
9502 INTERGOVERNMENTAL REV FEDERAL						
		FED S/D MEDI-CAL	13,853,331	15,828,803	18,678,144	18.0%
		FED SHORT DOYLE ADMIN	22,599,979	22,367,775	24,224,762	8.3%
		FED ADM ILP IV-E	137,211	137,211	128,528	(6.3%)
		FED ADM CWS TANF	1,635,996	1,633,515	1,632,372	(0.1%)
		FED ADM FOSTER CARE IV-E	307,426	471,113	396,134	(15.9%)
		FEDERAL AID	20,484,921	19,907,812	21,512,517	8.1%
		FED ADM ADOPTIONS IV-E	410,525	431,922	438,402	1.5%
		FED ADM PSSF IV-B	221,306	224,714	311,322	38.5%
		FEDERAL TITLE XX-CWS	364,033	267,289	267,289	0.0%
		FED CALWORKS TANF	15,082,707	14,695,257	16,612,967	13.0%
		FEDERAL TITLE XX-CALWORKS	246,807	0	247,296	100.0%
		FED ADM FOOD STAMPS	8,110,171	8,615,914	8,454,591	(1.9%)
		FED ADM REFUGEE	2,861	0	0	0.0%
		FED ADM HEALTH RELATED SVS	5,359,079	6,000,591	5,637,510	(6.1%)
		FEDERAL ALCOHOL & DRUG-SAPT	2,794,301	2,511,457	2,457,305	(2.2%)
		FED ADM CWS IV-B	167,804	167,804	163,738	(2.4%)
		FED ADM CWS SERVICES IVE	3,452,864	4,378,070	3,272,300	(25.3%)
		GRANT REVENUE	1,217,043	3,000,509	3,074,704	2.5%
		PRIOR YEAR REV-FEDERAL	8,770,811	6,501,269	7,726,283	18.8%
		FED OTHER	1,093,542	2,062,271	1,426,641	(30.8%)
Total 9502 INTERGOVERNMENTAL REV FEDERAL			**106,312,719**	**109,203,296**	**116,662,805**	**6.8%**
9503 INTERGOVERNMENTAL REV OTHER						
		OTHER GOVERNMENTAL AGENCIES	752,261	942,563	739,128	(21.6%)
Total 9503 INTERGOVERNMENTAL REV OTHER			**752,261**	**942,563**	**739,128**	**(21.6%)**
9600 CHARGES FOR SERVICES						
		PHOTO/MICROFICHE COPIES	23,863	20,870	20,498	(1.8%)
		CONTRACT SERVICES	447,609	466,522	442,133	(5.2%)
		ESTATE & PUBLIC ADMIN FEES	226,371	175,000	200,000	14.3%
		RECORDING FEES	328,287	360,000	340,000	(5.6%)
		ADMIN SERVICES FEES	819,871	1,223,882	1,339,145	9.4%
		OTHER PROFESSIONAL SERVICES	536,023	520,000	487,797	(6.2%)
		MENTAL HEALTH INDIGENT PAY	125,826	110,275	125,000	13.4%
		PRIVATE PAY PATIENT	283,568	458,630	464,046	1.2%
		ADMINISTRATION OVERHEAD	3,601	21,349	28,951	35.6%
		INSURANCE PAYMENTS	68,012	78,793	72,965	(7.4%)
		MEDI-CAL SERVICES	12,008,696	15,831,686	15,938,704	0.7%
		MEDICARE SERVICES	1,303,349	1,723,239	2,066,473	19.9%
		PRIOR YEAR REV-OTHER CHARGES	131,303	0	16,448	100.0%
		CMSP SERVICES	110,214	125,000	41,222	(67.0%)
		OTHER CHARGES FOR SERVICES	385,909	350,000	350,000	0.0%
		MANAGED CARE SERVICES	4,410,721	4,498,137	4,125,792	(8.3%)

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
		INTERFUND SVCES PROVIDE-COUNTY	1,300	0	0	0.0%
		INTERFUND SVCES-PERSONNEL	0	200,906	175,401	(12.7%)
		INTERFUND SVCES-PRO SVCES	348,361	103,700	143,300	38.2%
		INTERFUND SVCES-SMALL PROJECTS	(255)	0	0	0.0%
	Total 9600 CHARGES FOR SERVICES		**21,562,629**	**26,267,989**	**26,377,875**	**0.4%**
	9700 MISC REVENUE					
		OTHER REVENUE	5,405,992	3,366,845	2,999,536	(10.9%)
		DONATIONS AND CONTRIBUTIONS	148,582	435,544	610,000	40.1%
		INSURANCE PROCEEDS	1,000	0	0	0.0%
	Total 9700 MISC REVENUE		**5,555,574**	**3,802,389**	**3,609,536**	**(5.1%)**
	9800 OTHER FINANCING SOURCES					
		SALE OF NONTAXABLE FIXED ASSET	700	0	0	0.0%
		OPERATING TRANSFERS IN	2,204,571	1,650,670	2,210,121	33.9%
		TRANSFERS IN - MHSA	19,630,632	25,074,257	26,408,622	5.3%
	Total 9800 OTHER FINANCING SOURCES		**21,835,903**	**26,724,927**	**28,618,743**	**7.1%**
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	25,089,158	25,012,430	20,352,749	(18.6%)
	Total 9801 GENERAL FUND CONTRIBUTION		**25,089,158**	**25,012,430**	**20,352,749**	**(18.6%)**
TOTAL	**HEALTH & SOCIAL SERVICES FINANCING SOURCES**		**327,402,333**	**334,899,220**	**347,977,010**	**3.9%**
903	**WORKFORCE DEVELOPMENT BOARD**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	4,582	0	0	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**4,582**	**0**	**0**	**0.0%**
	9502 INTERGOVERNMENTAL REV FEDERAL					
		GRANT REVENUE	4,415,403	4,697,987	6,072,393	29.3%
	Total 9502 INTERGOVERNMENTAL REV FEDERAL		**4,415,403**	**4,697,987**	**6,072,393**	**29.3%**
	9503 INTERGOVERNMENTAL REV OTHER					
		OTHER GOVERNMENTAL AGENCIES	1,277,568	1,630,000	0	(100.0%)
	Total 9503 INTERGOVERNMENTAL REV OTHER		**1,277,568**	**1,630,000**	**0**	**(100.0%)**
	9700 MISC REVENUE					
		OTHER REVENUE	262	0	0	0.0%
		DONATIONS AND CONTRIBUTIONS	1,450	0	0	0.0%
	Total 9700 MISC REVENUE		**1,712**	**0**	**0**	**0.0%**
TOTAL	**WORKFORCE DEVELOPMENT BOARD FINANCING SOURCES**		**5,699,265**	**6,327,987**	**6,072,393**	**(4.0%)**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
905	**COUNTY LOCAL REVENUE FUND 2011**					
	9501 INTERGOVERNMENTAL REV STATE					
		STATE - 2011 REALIGNMENT	84,896	70,844	159,574	125.2%
	Total 9501 INTERGOVERNMENTAL REV STATE		**84,896**	**70,844**	**159,574**	**125.2%**
TOTAL	**COUNTY LOCAL REVENUE FUND 2011 FINANCING SOURCES**		**84,896**	**70,844**	**159,574**	**125.2%**
906	**MHSA**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	473,133	364,574	364,574	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**473,133**	**364,574**	**364,574**	**0.0%**
	9501 INTERGOVERNMENTAL REV STATE					
		STATE OTHER	19,991,601	18,946,220	20,554,632	8.5%
	Total 9501 INTERGOVERNMENTAL REV STATE		**19,991,601**	**18,946,220**	**20,554,632**	**8.5%**
TOTAL	**MHSA FINANCING SOURCES**		**20,464,734**	**19,310,794**	**20,919,206**	**8.3%**
TOTAL	**SPECIAL REVENUE FUNDS FINANCING SOURCES**		**618,460,401**	**659,778,915**	**693,570,247**	**5.1%**
03	**CAPITAL PROJECT FUNDS**					
006	**CAPITAL OUTLAY**					
	9000 TAXES					
		CURRENT SECURED	2,015,644	2,103,697	2,210,946	5.1%
		CURRENT UNSECURED	102,192	101,062	95,603	(5.4%)
		PRIOR UNSECURED	3,727	2,356	2,356	0.0%
		SUPPLEMENTAL SECURED	52,715	76,459	66,008	(13.7%)
		PRIOR SECURED	37,459	36,840	36,840	0.0%
		UNITARY	73,527	76,472	77,527	1.4%
		ABX1 26 RESIDUAL TAXES	165,657	166,689	178,246	6.9%
		ABX1 26 PASS THROUGH	453,397	408,475	431,596	5.7%
	Total 9000 TAXES		**2,904,319**	**2,972,050**	**3,099,122**	**4.3%**
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	192,523	150,000	200,000	33.3%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**192,523**	**150,000**	**200,000**	**33.3%**
	9501 INTERGOVERNMENTAL REV STATE					
		FISH & GAME	205	206	205	(0.5%)
		STATE HIGHWAY RENTALS	9	9	9	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	24,523	24,103	24,000	(0.4%)
		STATE CONSTRUCTION	14,398,282	5,635,151	0	(100.0%)
	Total 9501 INTERGOVERNMENTAL REV STATE		**14,423,019**	**5,659,469**	**24,214**	**(99.6%)**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
		9502 INTERGOVERNMENTAL REV FEDERAL				
		REVENUE SHARING	0	0	31	100.0%
		FED OTHER	0	0	686	100.0%
		Total 9502 INTERGOVERNMENTAL REV FEDERAL	**0**	**0**	**717**	**100.0%**
		9503 INTERGOVERNMENTAL REV OTHER				
		LMIHF & OTHER ASSETS	1,264	14,988	14,988	0.0%
		OTHER GOVERNMENTAL AGENCIES	(1)	0	0	0.0%
		Total 9503 INTERGOVERNMENTAL REV OTHER	**1,263**	**14,988**	**14,988**	**0.0%**
		9600 CHARGES FOR SERVICES				
		ADMINISTRATION OVERHEAD	0	0	11,700	100.0%
		OTHER CHARGES FOR SERVICES	3,861	0	0	0.0%
		Total 9600 CHARGES FOR SERVICES	**3,861**	**0**	**11,700**	**0.0%**
		9700 MISC REVENUE				
		OTHER REVENUE	40	0	0	0.0%
		Total 9700 MISC REVENUE	**40**	**0**	**0**	**0.0%**
		9800 OTHER FINANCING SOURCES				
		OPERATING TRANSFERS IN	1,045,000	591,300	620,000	4.9%
		Total 9800 OTHER FINANCING SOURCES	**1,045,000**	**591,300**	**620,000**	**4.9%**
		9801 GENERAL FUND CONTRIBUTION				
		TRANSFER IN-COUNTY CONTRIB	3,393,000	7,310,000	5,678,000	(22.3%)
		Total 9801 GENERAL FUND CONTRIBUTION	**3,393,000**	**7,310,000**	**5,678,000**	**(22.3%)**
TOTAL	**CAPITAL OUTLAY FINANCING SOURCES**		**21,963,026**	**16,697,807**	**9,648,741**	**(42.2%)**
106	**PUBLIC ARTS PROJECTS**					
		9400 REVENUE FROM USE OF MONEY/PROP				
		INTEREST INCOME	590	500	750	50.0%
		Total 9400 REVENUE FROM USE OF MONEY/PROP	**590**	**500**	**750**	**50.0%**
		9600 CHARGES FOR SERVICES				
		ADMINISTRATION OVERHEAD	0	0	2	100.0%
		Total 9600 CHARGES FOR SERVICES	**0**	**0**	**2**	**100.0%**
		9800 OTHER FINANCING SOURCES				
		OPERATING TRANSFERS IN	4,175	5,059	4,468	(11.7%)
		Total 9800 OTHER FINANCING SOURCES	**4,175**	**5,059**	**4,468**	**(11.7%)**
TOTAL	**PUBLIC ARTS PROJECTS FINANCING SOURCES**		**4,765**	**5,559**	**5,220**	**(6.1%)**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
107	**FAIRGROUNDS DEVELOPMENT PROJ**					
	9800 OTHER FINANCING SOURCES					
		LONG-TERM DEBT PROCEEDS	0	8,194,331	8,194,331	0.0%
	Total 9800 OTHER FINANCING SOURCES		**0**	**8,194,331**	**8,194,331**	**0.0%**
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	4,000,000	1,500,000	500,000	(66.7%)
	Total 9801 GENERAL FUND CONTRIBUTION		**4,000,000**	**1,500,000**	**500,000**	**(66.7%)**
TOTAL	**FAIRGROUNDS DEVELOPMENT PROJ FINANCING SOURCES**		**4,000,000**	**9,694,331**	**8,694,331**	**(10.3%)**
249	**HSS CAPITAL PROJECTS**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	8,887	7,501	0	(100.0%)
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**8,887**	**7,501**	**0**	**(100.0%)**
	9600 CHARGES FOR SERVICES					
		ADMINISTRATION OVERHEAD	50,530	7,591	0	(100.0%)
	Total 9600 CHARGES FOR SERVICES		**50,530**	**7,591**	**0**	**(100.0%)**
TOTAL	**HSS CAPITAL PROJECTS FINANCING SOURCES**		**59,417**	**15,092**	**0**	**(100.0%)**
TOTAL	**CAPITAL PROJECT FUNDS FINANCING SOURCES**		**26,027,208**	**26,412,789**	**18,348,292**	**(30.5%)**
04	**DEBT SERVICE FUNDS**					
306	**PENSION DEBT SERVICE**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	68,520	27,000	47,000	74.1%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**68,520**	**27,000**	**47,000**	**74.1%**
	9700 MISC REVENUE					
		OTHER REVENUE	3,504,842	2,495,124	2,869,249	15.0%
	Total 9700 MISC REVENUE		**3,504,842**	**2,495,124**	**2,869,249**	**15.0%**
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	10,013,187	4,584,822	4,638,267	1.2%
	Total 9800 OTHER FINANCING SOURCES		**10,013,187**	**4,584,822**	**4,638,267**	**1.2%**
TOTAL	**PENSION DEBT SERVICE FINANCING SOURCES**		**13,586,548**	**7,106,946**	**7,554,516**	**6.3%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
332	**GOVERNMENT CENTER DEBT SERVICE**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	13,906,727	30,500	32,700	7.2%
		BUILDING RENTAL	15,983	15,938	15,983	0.3%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**13,922,710**	**46,438**	**48,683**	**4.8%**
	9600 CHARGES FOR SERVICES					
		BUILDING USE FEES-CAC	2,778,441	2,770,011	2,781,419	0.4%
	Total 9600 CHARGES FOR SERVICES		**2,778,441**	**2,770,011**	**2,781,419**	**0.4%**
	9700 MISC REVENUE					
		OTHER REVENUE	(1)	0	0	0.0%
	Total 9700 MISC REVENUE		**(1)**	**0**	**0**	**0.0%**
	9800 OTHER FINANCING SOURCES					
		LONG-TERM DEBT PROCEEDS	72,775,000	0	0	0.0%
		OPERATING TRANSFERS IN	5,079,426	4,423,480	4,617,203	4.4%
	Total 9800 OTHER FINANCING SOURCES		**77,854,426**	**4,423,480**	**4,617,203**	**4.4%**
TOTAL	**GOVERNMENT CENTER DEBT SERVICE FINANCING SOURCES**		**94,555,576**	**7,239,929**	**7,447,305**	**2.9%**
334	**H&SS SPH ADMIN/REFINANCE**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	20,416	7,931	10,000	26.1%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**20,416**	**7,931**	**10,000**	**26.1%**
	9800 OTHER FINANCING SOURCES					
		OPERATING TRANSFERS IN	1,749,716	1,751,012	0	(100.0%)
	Total 9800 OTHER FINANCING SOURCES		**1,749,716**	**1,751,012**	**0**	**(100.0%)**
TOTAL	**H&SS SPH ADMIN/REFINANCE FINANCING SOURCES**		**1,770,131**	**1,758,943**	**10,000**	**(99.4%)**
336	**2013 COP ANIMAL CARE PROJECT**					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	1,346	701	701	0.0%
	Total 9400 REVENUE FROM USE OF MONEY/PROP		**1,346**	**701**	**701**	**0.0%**
	9503 INTERGOVERNMENTAL REV OTHER					
		OTHER GOVERNMENTAL AGENCIES	417,211	417,211	417,211	0.0%
	Total 9503 INTERGOVERNMENTAL REV OTHER		**417,211**	**417,211**	**417,211**	**0.0%**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	44,970	44,970	44,970	0.0%
	Total 9801 GENERAL FUND CONTRIBUTION		**44,970**	**44,970**	**44,970**	**0.0%**
TOTAL	**2013 COP ANIMAL CARE PROJECT FINANCING SOURCES**		**463,527**	**462,882**	**462,882**	**0.0%**
TOTAL	**DEBT SERVICE FUNDS FINANCING SOURCES**		**110,375,783**	**16,568,700**	**15,474,703**	**(6.6%)**
TOTAL ALL FUNDS			**993,309,938**	**951,036,543**	**984,180,334**	**3.5%**

COUNTY OF SOLANO
SCHEDULE 7
SUMMARY OF FINANCING USES BY FUNCTION AND FUND
GOVERNMENTAL FUNDS
FY2019/20

DESCRIPTION	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
SUMMARIZATION BY FUNCTION				
GENERAL GOVERNMENT	240,488,255	263,449,969	253,040,843	(4.0%)
PUBLIC PROTECTION	230,096,828	246,648,417	256,231,423	3.9%
PUBLIC WAYS & FAC	17,028,464	24,453,801	29,441,174	20.4%
HEALTH & SANITATION	192,511,491	213,041,218	230,148,668	8.0%
PUBLIC ASSISTANCE	161,999,197	171,708,163	179,690,385	4.6%
EDUCATION	20,793,205	25,148,643	25,755,346	2.4%
REC & CULTURAL SERVICES	1,683,707	1,853,635	1,904,930	2.8%
DEBT SERVICE	105,523,729	13,932,828	14,086,692	1.1%
TOTAL FINANCING USES BY FUNCTION	**970,124,876**	**960,236,674**	**990,299,461**	**3.1%**
APPROPRIATIONS FOR CONTINGENCIES				
001 GENERAL FUND	0	12,000,000	12,000,000	0.0%
004 COUNTY LIBRARY	0	15,041,928	13,451,396	(10.6%)
012 FISH/WILDLIFE PROPAGATION	0	10,422	799	(92.3%)
016 PARKS AND RECREATION	0	130,594	130,594	0.0%
035 JH REC HALL - WARD WELFARE	0	127,669	127,371	(0.2%)
101 ROAD	0	3,438,811	1,733,830	(49.6%)
105 HOUSING REHABILITATION	0	34,042	34,040	(0.0%)
110 MICROENTERPRISE BUSINESS	0	3,968	0	(100.0%)
120 HOMEACRES LOAN PROGRAM	0	1,598,342	1,541,394	(3.6%)
151 FIRST 5 FUTURE INITIATIVE	0	182,707	264,363	44.7%
153 FIRST 5 SOLANO	0	890,839	1,091,607	22.5%
215 RECORDER SPECIAL REVENUE	0	9,490,791	9,472,851	(0.2%)
228 LIBRARY - FRIENDS & FOUNDATION	0	93,777	33,790	(64.0%)
233 DISTRICT ATTORNEY SPECIAL REV	0	3,815,817	3,255,900	(14.7%)
241 CIVIL PROCESSING FEES	0	583,954	473,156	(19.0%)
253 SHERIFF'S ASSET SEIZURE	0	53,229	150,398	182.5%
263 CJ TEMP CONSTRUCTION	0	647,314	531,734	(17.9%)
264 CRTHSE TEMP CONST	0	136,218	117,676	(13.6%)
278 PUBLIC WORKS IMPROVEMENT	0	263,574	729,538	176.8%
281 SURVEY MONUMENT PRESERVATION	0	51,189	61,524	20.2%
282 COUNTY DISASTER	0	0	48,104	100.0%
296 PUBLIC FACILITIES FEES	0	21,215,977	25,115,278	18.4%

DESCRIPTION	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
326 SHERIFF - SPECIAL REVENUE	0	746,367	964,260	29.2%
390 TOBACCO PREVENTION & EDUCATION	0	630	630	0.0%
006 CAPITAL OUTLAY	0	805,966	2,283,876	183.4%
106 PUBLIC ARTS PROJECTS	0	2,363	3,315	40.3%
249 HSS CAPITAL PROJECTS	0	569,065	0	(100.0%)
TOTAL APPROPRIATIONS FOR CONTINGENCIES	**0**	**71,935,553**	**73,617,424**	**2.3%**
SUBTOTAL FINANCING USES	**970,124,876**	**1,032,172,227**	**1,063,916,885**	**3.1%**
PROVISIONS FOR OBLIGATED FUND BALANCES				
001 GENERAL FUND	0	26,809,855	12,786,047	(52.3%)
004 COUNTY LIBRARY	0	500,000	1,000,000	100.0%
153 FIRST 5 SOLANO	0	524,157	0	(100.0%)
902 HEALTH & SOCIAL SERVICES		7,501,617	1,355,246	(81.9%)
306 PENSION DEBT SERVICE	0	3,197,861	3,110,605	(2.7%)
332 GOVERNMENT CENTER DEBT SERVICE	0	40,611	50,927	25.4%
334 H&SS SPH ADMIN/REFINANCE	0	6,858	0	(100.0%)
336 2013 COP ANIMAL CARE PROJECT	0	6,347	0	(100.0%)
TOTAL OBLIGATED FUND BALANCES	**0**	**38,587,306**	**18,302,825**	**(52.6%)**
TOTAL FINANCING USES	**970,124,876**	**1,070,759,533**	**1,082,219,710**	**1.1%**
SUMMARIZATION BY FUND				
001 GENERAL FUND	235,646,508	298,052,344	290,326,192	(2.6%)
004 COUNTY LIBRARY	18,288,286	37,878,874	37,464,959	(1.1%)
012 FISH/WILDLIFE PROPAGATION	16,757	25,362	13,194	(48.0%)
016 PARKS AND RECREATION	1,683,707	1,984,229	2,035,524	2.6%
035 JH REC HALL - WARD WELFARE	1,248	148,707	136,871	(8.0%)
036 LIBRARY ZONE 1	1,547,526	1,704,530	1,624,463	(4.7%)
037 LIBRARY ZONE 2	44,599	48,448	47,162	(2.7%)
066 LIBRARY ZONE 6	19,541	22,875	21,567	(5.7%)
067 LIBRARY ZONE 7	445,223	521,283	510,488	(2.1%)
101 ROAD	15,439,894	27,417,612	31,090,004	13.4%
105 HOUSING REHABILITATION	0	34,042	34,042	0.0%
110 MICROENTERPRISE BUSINESS	1,719	6,777	0	(100.0%)
120 HOMEACRES LOAN PROGRAM	853	1,679,242	1,622,342	(3.4%)
150 HOUSING & URBAN DEVELOPMENT	2,243,841	2,300,000	2,200,000	(4.3%)
151 FIRST 5 FUTURE INITIATIVE	833,910	929,267	970,923	4.5%
152 IN HOME SUPP SVCS-PUBLIC AUTH	4,316,426	17,694,599	20,171,411	14.0%
153 FIRST 5 SOLANO	3,779,685	6,484,288	6,252,870	(3.6%)

DESCRIPTION	2017/18 ACTUAL	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
215 RECORDER SPECIAL REVENUE	766,045	10,164,991	10,314,751	1.5%
216 AAA NAPA/SOLANO	0	0	3,067,003	100.0%
228 LIBRARY - FRIENDS & FOUNDATION	103,005	295,293	243,055	(17.7%)
233 DISTRICT ATTORNEY SPECIAL REV	921,696	4,979,274	4,432,831	(11.0%)
241 CIVIL PROCESSING FEES	95,606	673,539	749,744	11.3%
253 SHERIFF'S ASSET SEIZURE	128,660	215,368	240,185	11.5%
254 MENTALLY ILL CRIME OFFENDER	552,219	522,000	0	(100.0%)
256 SHERIFF OES	594,404	1,140,225	975,325	(14.5%)
263 CJ TEMP CONSTRUCTION	2,074	997,604	1,035,635	3.8%
264 CRTHSE TEMP CONST	398,588	383,562	517,486	34.9%
278 PUBLIC WORKS IMPROVEMENT	1,588,570	738,574	814,538	10.3%
281 SURVEY MONUMENT PRESERVATION	11,663	67,006	77,689	15.9%
282 COUNTY DISASTER	523,193	3,799	52,166	1273.2%
296 PUBLIC FACILITIES FEES	3,085,567	23,419,714	26,936,468	15.0%
326 SHERIFF - SPECIAL REVENUE	896,897	1,844,081	1,803,477	(2.2%)
369 CHILD SUPPORT SERVICES	12,448,057	12,791,959	12,853,337	0.5%
390 TOBACCO PREVENTION & EDUCATION	349,406	851,958	802,053	(5.9%)
900 PUBLIC SAFETY	190,012,111	201,920,557	210,949,548	4.5%
901 C M F CASES	362,322	331,252	449,022	35.6%
902 HEALTH & SOCIAL SERVICES	318,566,173	335,725,821	347,977,010	3.6%
903 WORKFORCE DEVELOPMENT BOARD	5,765,267	6,285,356	6,072,393	(3.4%)
905 COUNTY LOCAL REVENUE FUND 2011	84,896	134,574	159,574	18.6%
906 MHSA	19,630,907	25,074,536	26,409,048	5.3%
006 CAPITAL OUTLAY	22,328,895	19,701,927	10,486,779	(46.8%)
106 PUBLIC ARTS PROJECTS	9,435	7,422	7,783	4.9%
107 FAIRGROUNDS DEVELOPMENT PROJ	1,057,848	7,790,587	2,861,985	(63.3%)
249 HSS CAPITAL PROJECTS	7,920	581,570	160,589	(72.4%)
306 PENSION DEBT SERVICE	8,782,528	7,500,951	7,554,516	0.7%
332 GOVERNMENT CENTER DEBT SERVICE	94,514,966	7,435,019	7,447,305	0.2%
334 H&SS SPH ADMIN/REFINANCE	1,753,992	1,765,801	1,770,496	0.3%
336 2013 COP ANIMAL CARE PROJECT	472,243	482,734	475,907	(1.4%)
TOTAL FINANCING USES	**970,124,876**	**1,070,759,533**	**1,082,219,710**	**1.1%**

COUNTY OF SOLANO
SCHEDULE 8
DETAIL OF FINANCING USES BY FUNCTION, ACTIVITY AND BUDGET UNIT
GOVERNMENTAL FUNDS
FY2019/20

	FUNCTION, ACTIVITY AND BUDGET UNIT	2017/18 ACTUALS	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	GENERAL GOVERNMENT				
	LEGISLATIVE & ADMIN				
1001	BOS- DISTRICT 1	530,557	534,461	556,346	4.1%
1002	BOS- DISTRICT 2	485,555	520,612	538,026	3.3%
1003	BOS- DISTRICT 3	503,995	511,559	568,789	11.2%
1004	BOS- DISTRICT 4	547,200	548,003	574,674	4.9%
1005	BOS- DISTRICT 5	456,746	487,069	533,133	9.5%
1008	BOS- ADMINISTRATION	188,334	260,566	220,784	(15.3%)
1100	ADMINISTRATION	3,757,036	4,062,865	4,167,898	2.6%
1101	GENERAL REVENUE	245,627	500,000	300,000	(40.0%)
1103	EMPLOYEE DEVELOPMENT & TRAININ	629,464	643,114	717,281	11.5%
1450	DELTA WATER ACTIVITIES	694,439	893,816	816,933	(8.6%)
	Total LEGISLATIVE & ADMIN	**8,038,952**	**8,962,065**	**8,993,864**	**0.4%**
	FINANCE				
1150	ASSESSOR	6,253,228	7,535,041	7,575,127	1%
1200	AUDITOR- CONTROLLER	4,864,024	5,419,565	5,486,344	1.2%
1300	TAX COLLECTOR/COUNTY CLERK	2,194,985	2,533,653	2,606,228	2.9%
1350	TREASURER	943,956	1,132,557	1,170,068	3.3%
	Total FINANCE	**14,256,192**	**16,620,816**	**16,837,767**	**1.3%**
	COUNSEL				
1400	COUNTY COUNSEL	4,481,241	4,764,756	4,801,520	0.8%
	Total COUNSEL	**4,481,241**	**4,764,756**	**4,801,520**	**0.8%**
	PERSONNEL				
1500	HUMAN RESOURCES	3,795,417	3,988,137	4,621,551	15.9%
	Total PERSONNEL	**3,795,417**	**3,988,137**	**4,621,551**	**15.9%**
	ELECTIONS				
1550	REGISTRAR OF VOTERS	3,802,132	4,559,098	7,487,837	64.2%
	Total ELECTIONS	**3,802,132**	**4,559,098**	**7,487,837**	**64.2%**
	PROPERTY MANAGEMENT				
1640	REAL ESTATE SERVICES	729,889	920,643	912,560	(0.9%)
	Total PROPERTY MANAGEMENT	**729,889**	**920,643**	**912,560**	**(0.9%)**

	FUNCTION, ACTIVITY AND BUDGET UNIT	2017/18 ACTUALS	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
	PLANT ACQUISITION				
1700	CAPITAL PROJECTS	22,328,895	18,895,961	8,202,903	(56.6%)
1630	PUBLIC ART	9,435	5,059	4,468	(11.7%)
1820	FAIRGROUNDS DEVELOPMENT PROJ	1,057,848	7,790,587	2,861,985	(63.3%)
2490	HSS CAPITAL PROJECTS	7,920	12,505	160,589	1184.2%
1760	PUBLIC FACILITIES FEES	3,085,567	2,203,737	1,821,190	(17.4%)
	Total PLANT ACQUISITION	**26,489,665**	**28,907,849**	**13,051,135**	**(54.9%)**
	PROMOTION				
1750	PROMOTION	178,922	158,886	152,550	(4.0%)
	Total PROMOTION	**178,922**	**158,886**	**152,550**	**(4.0%)**
	OTHER GENERAL				
1117	GENERAL SERVICES	18,765,982	20,489,657	22,918,544	11.9%
1903	GENERAL EXPENDITURES	162,249,146	176,644,709	175,448,681	(0.7%)
1904	SURVEYOR/ENGINEER	110,396	105,794	146,106	38.1%
1905	COUNTYWIDE COST ALLOCATION PLAN	(4,440,050)	(4,708,005)	(4,408,762)	(6.4%)
1906	GENERAL FUND OTHER- DEBT SERV	2,018,709	2,019,747	2,061,324	2.1%
1950	SURVEY MONUMENT	11,663	15,817	16,165	2.2%
	Total OTHER GENERAL	**178,715,846**	**194,567,719**	**196,182,058**	**0.8%**
	Total GENERAL GOVERNMENT	**240,488,255**	**263,449,969**	**253,040,843**	**(4.0%)**
	JUDICIAL				
2400	GRAND JURY	116,410	135,055	136,913	1.4%
4100	DA SPECIAL REVENUE	921,696	1,163,457	1,176,931	1.2%
2480	DEPT OF CHILD SUPPORT SERVICES	12,448,058	12,791,959	12,853,337	0.5%
6500	DISTRICT ATTORNEY	23,832,616	26,177,095	26,480,274	1.2%
6530	PUBLIC DEFENDER	13,069,664	14,343,482	14,897,800	3.9%
6540	ALTERNATE PUBLIC DEFENDER	4,173,757	4,386,261	5,051,872	15.2%
6730	OTHER PUBLIC DEFENSE	3,806,174	3,160,661	3,375,607	6.8%
6800	C M F CASES	362,322	331,252	449,022	35.6%
	Total JUDICIAL	**58,730,698**	**62,489,222**	**64,421,756**	**3.1%**
	POLICE PROTECTION				
4110	CIVIL PROCESSING FEES	95,606	89,585	276,588	208.7%
4120	SHERIFF ASSET SEIZURE	128,660	162,139	89,787	(44.6%)
2540	MENTALLY ILL OFFENDER GRANT	552,219	522,000	0	(100.0%)
2535	EMERGENCY MGMT PERFORM GRANTS	153,524	94,637	0	(100.0%)
2536	FLOOD EMERGENCY RESPONSE GRANT	25,400	131,000	131,000	0.0%
2538	URBAN AREAS SEC INITIATIVE	0	104,590	55,491	(46.9%)
2539	HOMELAND SECURITY GRANTS	415,479	809,998	788,834	(2.6%)
4050	AUTOMATED IDENTIFICATION	436,238	546,788	318,298	(41.8%)
4052	VEHICLE THEFT INVES/RECOVERY	460,659	550,926	520,919	(5.4%)
6550	SHERIFF	106,112,793	110,608,750	117,342,278	6.1%
	Total POLICE PROTECTION	**108,380,579**	**113,620,413**	**119,523,195**	**5.2%**

FUNCTION, ACTIVITY AND BUDGET UNIT	2017/18 ACTUALS	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
DETENTION & CORRECT				
8035 JH REC HALL - WARD WELFARE	1,248	21,038	9,500	(54.8%)
4130 CJ FAC TEMP CONST FUND	2,074	350,290	503,901	43.9%
4140 CRTHSE TEMP CONST FUND	398,588	247,344	399,810	61.6%
6650 PROBATION	39,017,106	43,244,308	43,801,717	1.3%
6901 REALIGNMENT- ADMINISTRATION	84,896	134,574	159,574	18.6%
Total DETENTION & CORRECT	**39,503,913**	**43,997,554**	**44,874,502**	**2.0%**
PROTECTION & INSPECT				
2830 AGRICULTURAL COMMISSIONER	3,091,751	3,681,788	4,121,550	11.9%
2850 ANIMAL CARE SERVICES	4,479,408	5,243,462	4,979,370	(5.0%)
Total PROTECTION & INSPECT	**7,571,159**	**8,925,250**	**9,100,920**	**2.0%**
OTHER PROTECTION				
2909 RECORDER	1,880,032	2,057,595	2,001,013	(2.7%)
2910 RESOURCE MANAGEMENT	10,270,203	11,684,495	12,391,766	6.1%
5500 OFFICE OF FAMILY VIOLENCE PREV	731,030	801,039	783,026	(2.2%)
2950 FISH/WILDLIFE PROPAGATION PROG	16,757	14,940	12,395	(17.0%)
8217 HOME 2010 PROGRAM	0	0	2	100.0%
2110 MICROENTERPRISE BUSINESS	1,719	2,809	0	(100.0%)
8220 HOMEACRES LOAN PROGRAM	853	80,900	80,948	0.1%
1510 HOUSING & URBAN DEVELOPMENT	2,243,841	2,300,000	2,200,000	(4.3%)
4000 RECORDER SPECIAL REVENUE	766,045	674,200	841,900	24.9%
Total OTHER PROTECTION	**15,910,480**	**17,615,978**	**18,311,050**	**3.9%**
Total PUBLIC PROTECTION	**230,096,828**	**246,648,417**	**256,231,423**	**3.9%**
PUBLIC WAYS & FAC				
PUBLIC WAYS				
3010 TRANSPORTATION DEPARTMENT	15,423,838	23,963,180	29,337,174	22.4%
3030 REGIONAL TRANSPORTATION PROJ	16,057	15,621	19,000	21.6%
3020 PUBLIC WORKS IMPROVEMENT	1,588,570	475,000	85,000	(82.1%)
Total PUBLIC WAYS	**17,028,464**	**24,453,801**	**29,441,174**	**20.4%**
Total PUBLIC WAYS & FAC	**17,028,464**	**24,453,801**	**29,441,174**	**20.4%**
HEALTH & SANITATION				
HEALTH				
1520 IN HOME SUPP SVCS- PUBLIC AUTH	4,316,426	17,694,599	20,171,411	14.0%
1530 FIRST 5 SOLANO	3,779,685	5,069,292	5,161,263	1.8%
7950 TOBACCO PREVENTION & EDUCATION	349,406	851,328	801,423	(5.9%)
7690 IN- HOME SUPPORTIVE SERVICES PA	11,504,600	978,896	959,101	(2.0%)

FUNCTION, ACTIVITY AND BUDGET UNIT	2017/18 ACTUALS	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
7780 BEHAVIORAL HEALTH	77,948,168	90,162,812	99,619,092	10.5%
7880 HEALTH SERVICES	74,982,300	73,209,755	77,027,330	5.2%
9600 MHSA	19,630,907	25,074,536	26,409,048	5.3%
Total HEALTH	**192,511,491**	**213,041,218**	**230,148,668**	**8.0%**
Total HEALTH & SANITATION	**192,511,491**	**213,041,218**	**230,148,668**	**8.0%**
PUBLIC ASSISTANCE				
ADMINISTRATION				
1570 GRANTS/PROGRAMS ADMIN	833,910	746,560	706,560	(5.4%)
7501 ADMINISTRATION DIVISION	3,580,781	4,487,964	2,414,027	(46.2%)
7680 SOCIAL SERVICES DEPARTMENT	101,152,697	111,447,544	113,852,347	2.2%
7900 ASSISTANCE PROGRAMS	49,397,628	47,937,233	52,749,867	10.0%
Total ADMINISTRATION	**154,965,016**	**164,619,301**	**169,722,801**	**3.1%**
GENERAL RELIEF				
5460 IND BURIAL VETS CEM CARE	27,818	27,383	33,589	22.7%
Total GENERAL RELIEF	**27,818**	**27,383**	**33,589**	**22.7%**
VETERANS SERVICES				
5800 VETERANS SERVICE	717,903	772,324	790,537	2.4%
Total VETERANS SERVICES	**717,903**	**772,324**	**790,537**	**2.4%**
OTHER ASSISTANCE				
2160 AAA FOR NAPA/SOLANO	0	0	3,067,003	100.0%
5908 COUNTY DISASTER	523,193	3,799	4,062	6.9%
7200 WORKFORCE INVESTMENT BOARD	5,765,267	6,285,356	6,072,393	(3.4%)
Total OTHER ASSISTANCE	**6,288,460**	**6,289,155**	**9,143,458**	**45.4%**
Total PUBLIC ASSISTANCE	**161,999,197**	**171,708,163**	**179,690,385**	**4.6%**
EDUCATION				
LIBRARY SERVICES				
6300 LIBRARY	18,288,286	22,336,946	23,013,563	3.0%
6150 LIBRARY ZONE 1	1,547,526	1,704,530	1,624,463	(4.7%)
6180 LIBRARY ZONE 2	44,599	48,448	47,162	(2.7%)
6166 LIBRARY ZONE 6	19,541	22,875	21,567	(5.7%)
6167 LIBRARY ZONE 7	445,223	521,283	510,488	(2.1%)
2280 LIBRARY - FRIENDS & FOUNDATION	103,005	201,516	209,265	3.8%
Total LIBRARY SERVICES	**20,448,180**	**24,835,598**	**25,426,508**	**2.4%**

FUNCTION, ACTIVITY AND BUDGET UNIT	2017/18 ACTUALS	2018/19 ADOPTED	2019/20 RECOMMENDED	PERCENT CHANGE
AGRICULTURAL EDUCATION				
6200 COOPERATIVE EXT SVCE	345,025	313,045	328,838	5.0%
Total AGRICULTURAL EDUCATION	**345,025**	**313,045**	**328,838**	**5.0%**
Total EDUCATION	**20,793,205**	**25,148,643**	**25,755,346**	**2.4%**
REC & CULTURAL SERVICES				
RECREATION FACILITY				
7000 PARKS & RECREATION	1,683,707	1,853,635	1,904,930	2.8%
Total RECREATION FACILITY	**1,683,707**	**1,853,635**	**1,904,930**	**2.8%**
Total REC & CULTURAL SERVICES	**1,683,707**	**1,853,635**	**1,904,930**	**2.8%**
DEBT SERVICE				
RETIRE- LONG TERM DEBT				
8006 PENSION DEBT SERVICE FUND	8,782,528	4,303,090	4,443,911	3.3%
8037 CERTIFICATES OF PARTICIPA	94,514,966	7,394,408	7,396,378	0.0%
8034 HSS ADMIN/REFINANCE SPHF	1,753,992	1,758,943	1,770,496	0.7%
8036 COP ANIMAL CARE PROJECT	472,243	476,387	475,907	(0.1%)
Total RETIRE- LONG TERM DEBT	**105,523,729**	**13,932,828**	**14,086,692**	**1.1%**
Total DEBT SERVICE	**105,523,729**	**13,932,828**	**14,086,692**	**1.1%**
GRAND TOTAL FINANCING USES BY FUNCTION	**970,124,876**	**960,236,674**	**990,299,461**	**3.1%**

COUNTY OF SOLANO
STATE OF CALIFORNIA
GENERAL FUND FINANCING SOURCES AND USES
FY2019/20

FINANCING SOURCES AND USES CLASSIFICATIONS	2018/19 ADOPTED	2019/20 RECOMMENDED	DIFFERENCE	PERCENTAGE CHANGE
FINANCING SOURCES				
TAXES	167,251,000	177,054,866	9,803,866	5.9%
LICENSES, PERMITS & FRANCHISE	7,459,317	7,708,057	248,740	3.3%
FINES, FORFEITURES, & PENALTY	1,128,600	1,092,100	(36,500)	(3.2%)
REVENUE FROM USE OF MONEY/PROP	2,420,370	3,351,996	931,626	38.5%
INTERGOVERNMENTAL REV STATE	11,435,131	5,818,350	(5,616,781)	(49.1%)
INTERGOVERNMENTAL REV FEDERAL	52,492	658,517	606,025	1154.5%
INTERGOVERNMENTAL REV OTHER	2,934,370	2,970,590	36,220	1.2%
CHARGES FOR SERVICES	51,648,922	53,205,978	1,557,056	3.0%
MISC REVENUE	3,795,142	3,990,638	195,496	5.2%
OTHER FINANCING SOURCES	150,795	936,000	785,205	520.7%
FROM RESERVE	14,810,000	9,678,000	(5,132,000)	(34.7%)
TOTAL FINANCING SOURCES	**263,086,139**	**266,465,092**	**3,378,953**	**1.3%**
FINANCING USES				
SALARIES AND EMPLOYEE BENEFITS	54,276,458	55,824,382	1,547,924	2.9%
SERVICES AND SUPPLIES	25,400,477	28,110,962	2,710,485	10.7%
OTHER CHARGES	12,289,222	12,690,384	401,162	3.3%
F/A EQUIPMENT	195,513	2,876,019	2,680,506	1371%
OTHER FINANCING USES	167,080,820	166,038,398	(1,042,422)	(0.6%)
CONTINGENCIES AND RESERVES	38,809,855	24,786,047	(14,023,808)	(36.1%)
TOTAL FINANCING USES	**298,052,344**	**290,326,192**	**(7,726,153)**	**(2.6%)**
NET COUNTY COST	**34,966,205**	**23,861,100**	**(11,105,106)**	**(31.8%)**

COUNTY OF SOLANO
STATE OF CALIFORNIA
GOVERNMENTAL FUNDS FINANCING SOURCES AND USES
FY2019/20

FINANCING SOURCES AND USES CLASSIFICATIONS	2018/19 ADOPTED	2019/20 RECOMMENDED	DIFFERENCE	PERCENTAGE CHANGE
FINANCING SOURCES				
TAXES	187,089,896	197,724,239	10,634,343	5.7%
LICENSES, PERMITS & FRANCHISE	7,794,034	8,055,917	261,883	3.4%
FINES, FORFEITURES, & PENALTY	3,463,507	3,460,510	(2,997)	(0.1%)
REVENUE FROM USE OF MONEY/PROP	3,976,286	6,086,056	2,109,770	53.1%
INTERGOVERNMENTAL REV STATE	274,909,221	279,566,882	4,657,661	1.7%
INTERGOVERNMENTAL REV FEDERAL	133,966,384	147,728,716	13,762,332	10.3%
INTERGOVERNMENTAL REV OTHER	7,103,032	5,525,045	(1,577,987)	(22.2%)
CHARGES FOR SERVICES	106,811,954	109,283,161	2,471,207	2.3%
MISC REVENUE	12,083,262	12,307,934	224,672	1.9%
OTHER FINANCING SOURCES	51,483,290	52,131,013	647,723	1.3%
GENERAL FUND CONTRIBUTION	162,355,677	162,310,861	(44,816)	(0.0%)
FROM RESERVE	21,865,385	16,941,363	(4,924,022)	(22.5%)
TOTAL FINANCING SOURCES	**972,901,928**	**1,001,121,697**	**28,219,769**	**2.9%**
FINANCING USES				
SALARIES AND EMPLOYEE BENEFITS	384,736,999	399,564,364	14,827,365	3.9%
SERVICES AND SUPPLIES	134,453,691	137,319,307	2,865,616	2.1%
OTHER CHARGES	208,481,703	226,485,536	18,003,833	8.6%
F/A LAND	288,000	324,689	36,689	12.7%
F/A BLDGS AND IMPRMTS	22,989,651	15,606,886	(7,382,765)	(32.1%)
F/A EQUIPMENT	2,235,725	4,535,627	2,299,902	102.9%
F/A - INTANGIBLES	228,000	198,243	(29,757)	(13.1%)
OTHER FINANCING USES	206,822,906	206,264,809	(558,097)	(0.3%)
CONTINGENCIES AND RESERVES	110,522,859	91,920,249	(18,602,610)	(16.8%)
TOTAL FINANCING USES	**1,070,759,533**	**1,082,219,710**	**11,460,177**	**1.1%**
NET COUNTY COST	**97,857,605**	**81,098,013**	**(16,759,593)**	**(17.1%)**

COUNTY OF SOLANO
OPERATING TRANSFERS-OUT/IN
FY2019/20

FUND AND DEPARTMENT		OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
001 - GENERAL FUND			
1001	BOS-DISTRICT 1	4,199	0
1002	BOS-DISTRICT 2	2,225	0
1003	BOS-DISTRICT 3	4,250	0
1004	BOS-DISTRICT 4	4,151	0
1005	BOS-DISTRICT 5	2,450	0
1100	ADMINISTRATION	32,894	0
1101	GENERAL REVENUE	0	870,000
1103	EMPLOYEE DEVELOPMENT & TRAINING	3,649	0
1117	GENERAL SERVICES	138,209	0
1150	ASSESSOR	49,299	0
1200	AUDITOR-CONTROLLER	46,830	0
1300	TAX COLLECTOR/COUNTY CLERK	13,598	0
1350	TREASURER	4,944	0
1400	COUNTY COUNSEL	45,933	0
1450	DELTA WATER ACTIVITIES	2,331	0
1500	HUMAN RESOURCES	33,007	0
1550	REGISTRAR OF VOTERS	11,397	0
1640	REAL ESTATE SERVICES	1,836	0
1903	GENERAL EXPENDITURES	163,308,036	0
1906	GENERAL FUND OTHER-DEBT SERV	2,061,324	0
2830	AGRICULTURAL COMMISSIONER	82,471	0
2850	ANIMAL CARE SERVICES	25,968	0
2909	RECORDER	13,399	0
2910	RESOURCE MANAGEMENT	135,877	0
5500	OFFICE OF FAMILY VIOLENCE PREVENTION	4,121	0
5800	VETERANS SERVICE	6,000	0
	FUND TOTAL	**166,038,398**	**870,000**
004 - COUNTY LIBRARY			
6300	LIBRARY	127,216	2,492,004
	FUND TOTAL	**127,216**	**2,492,004**
006 - CAPITAL OUTLAY			
1700	CAPITAL PROJECTS	904,468	6,298,000
	FUND TOTAL	**904,468**	**6,298,000**
016 - PARKS AND RECREATION			
7000	PARKS & RECREATION	7,257	471,248
	FUND TOTAL	**7,257**	**471,248**
034 - FLEET MANAGEMENT			
3100	FLEET MANAGEMENT	131,605	345,100
	FUND TOTAL	**131,605**	**345,100**
036 - LIBRARY ZONE 1			
6150	LIBRARY ZONE 1	1,607,711	0
	FUND TOTAL	**1,607,711**	**0**

FUND AND DEPARTMENT		OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
037 - LIBRARY ZONE 2			
6180	LIBRARY ZONE 2	45,736	0
	FUND TOTAL	**45,736**	**0**
047 - AIRPORT ENTERPRISE			
9000	AIRPORT	214,892	10,000
	FUND TOTAL	**214,892**	**10,000**
060 - RISK MANAGEMENT			
1830	RISK MANAGEMENT	11,548	250,000
	FUND TOTAL	**11,548**	**250,000**
066 - LIBRARY ZONE 6			
6166	LIBRARY ZONE 6	20,832	0
	FUND TOTAL	**20,832**	**0**
067 - LIBRARY ZONE 7			
6167	LIBRARY ZONE 7	501,354	0
	FUND TOTAL	**501,354**	**0**
101 - ROAD			
3010	TRANSPORTATION DEPARTMENT	149,048	122,000
	FUND TOTAL	**149,048**	**122,000**
106 - PUBLIC ARTS PROJECTS			
1630	PUBLIC ART	0	4,468
	FUND TOTAL	**0**	**4,468**
107 - FAIRGROUNDS DEVELOPMENT PROJ			
1820	FAIRGROUNDS DEVELOPMENT PROJ	0	500,000
	FUND TOTAL	**0**	**500,000**
151 - FIRST 5 FUTURE INITIATIVE			
1570	GRANTS/PROGRAMS ADMIN	0	616,560
	FUND TOTAL	**0**	**616,560**
152 - IN HOME SUPP SVCS- PUBLIC AUTH			
1520	IN HOME SUPP SVCS-PUBLIC AUTH	943,501	7,983,420
	FUND TOTAL	**943,501**	**7,983,420**
153 - FIRST 5 SOLANO			
1530	FIRST 5 SOLANO	10,067	0
	FUND TOTAL	**10,067**	**0**
216 - AAA NAPA/SOLANO			
2160	AAA FOR NAPA/SOLANO	487,257	173,371
	FUND TOTAL	**487,257**	**173,371**
233 - DISTRICT ATTORNEY SPECIAL REV			
4100	DA SPECIAL REVENUE	1,176,360	0
	FUND TOTAL	**1,176,360**	**0**
241 - CIVIL PROCESSING FEES			
4110	CIVIL PROCESSING FEES	276,588	0
	FUND TOTAL	**276,588**	**0**

FUND AND DEPARTMENT		OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
249 - HSS CAPITAL PROJECTS			
2490	HSS CAPITAL PROJECTS	160,589	0
	FUND TOTAL	**160,589**	**0**
253 - SHERIFF'S ASSET SEIZURE			
4120	SHERIFF ASSET SEIZURE	48,450	0
	FUND TOTAL	**48,450**	**0**
263 - CJ TEMP CONSTRUCTION			
4130	CJ FAC TEMP CONST FUND	500,000	0
	FUND TOTAL	**500,000**	**0**
264 - CRTHSE TEMP CONST			
4140	CRTHSE TEMP CONST FUND	396,188	0
	FUND TOTAL	**396,188**	**0**
278 - PUBLIC WORKS IMPROVEMENT			
3020	PUBLIC WORKS IMPROVEMENT	85,000	0
	FUND TOTAL	**85,000**	**0**
296 - PUBLIC FACILITIES FEES			
1760	PUBLIC FACILITIES FEES	1,304,661	0
	FUND TOTAL	**1,304,661**	**0**
306 - PENSION DEBT SERVICE			
8006	PENSION DEBT SERVICE FUND	0	4,638,267
	FUND TOTAL	**0**	**4,638,267**
310 - SPECIAL AVIATION			
9050	SPECIAL AVIATION	10,000	210,626
	FUND TOTAL	**10,000**	**210,626**
326 - SHERIFF - SPECIAL REVENUE			
4050	AUTOMATED IDENTIFICATION	302,675	0
4052	VEHICLE THEFT INVES/RECOVERY	6,036	0
	FUND TOTAL	**308,711**	**0**
332 - GOVERNMENT CENTER DEBT SERVICE			
8037	2017 CERTIFICATES OF PARTICIPATION	0	4,617,203
	FUND TOTAL	**0**	**4,617,203**
334 - H&SS SPH ADMIN/REFINANCE			
8034	HSS ADMIN/REFINANCE SPHF	870,000	0
	FUND TOTAL	**870,000**	**0**
336 - 2013 COP ANIMAL CARE PROJECT			
8036	2013 COP ANIMAL CARE PROJECT	0	44,970
	FUND TOTAL	**0**	**44,970**
369 - CHILD SUPPORT SERVICES			
2480	DEPT OF CHILD SUPPORT SERVICES	105,248	92,863
	FUND TOTAL	**105,248**	**92,863**
370 - DEPARTMENT OF INFO TECHNOLOGY			
1870	DEPARTMENT OF INFO TECHNOLOGY	137,491	0
	FUND TOTAL	**137,491**	**0**

FUND AND DEPARTMENT		OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
390 - TOBACCO PREVENTION & EDUCATION			
7950	TOBACCO PREVENTION & EDUCATION	2,496	0
	FUND TOTAL	**2,496**	**0**
900 - PUBLIC SAFETY			
6500	DISTRICT ATTORNEY	234,529	16,013,429
6530	PUBLIC DEFENDER	119,450	13,984,275
6540	ALTERNATE PUBLIC DEFENDER	40,568	5,004,757
6550	SHERIFF	1,197,245	66,078,737
6650	PROBATION	443,336	23,601,948
6730	OTHER PUBLIC DEFENSE	3,413	3,375,607
	FUND TOTAL	**2,038,541**	**128,058,753**
902 - HEALTH & SOCIAL SERVICES			
7501	ADMINISTRATION DIVISION	119,625	1,171,795
7680	SOCIAL SERVICES DEPARTMENT	753,266	7,344,941
7690	IN-HOME SUPPORTIVE SERVICES PA	6,233	943,501
7780	BEHAVIORAL HEALTH	440,010	33,022,885
7880	HEALTH SERVICES	421,376	2,696,896
7900	ASSISTANCE PROGRAMS	0	3,791,474
	FUND TOTAL	**1,740,510**	**48,971,492**
906 - MHSA			
9600	MHSA	26,408,622	0
	FUND TOTAL	**26,408,622**	**0**
	TOTAL	**206,770,345**	**206,770,345**

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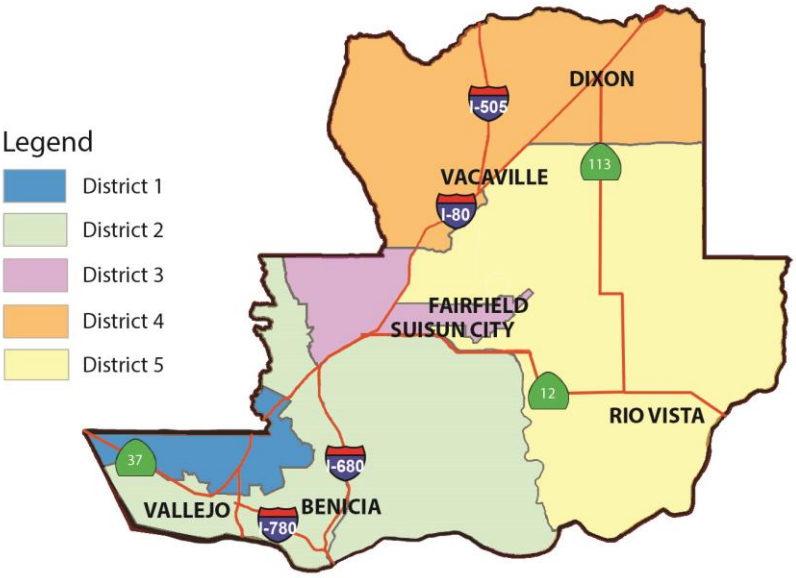
Board of Supervisors

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

County of Solano



STATEMENT OF PURPOSE

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

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

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

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

The Board's responsibilities include:

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

Budget Summary:	
FY2018/19 Midyear Projection:	541,209
FY2019/20 Recommended:	556,346
County General Fund Contribution:	556,346
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

FUNCTION AND RESPONSIBILITIES

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Hannigan represents the Board of Supervisors on over 25 County, State, Regional and District boards and commissions. She is directly working with County initiatives serving as Chairwoman of the Board's Legislative Committee and its Solano360 Implementation Committee. She is a Chairwoman of First 5 Solano Commission, and also serves as a member of the Solano Regional Park Committee, the Solano County Blue Ribbon Commission on Children in Foster Care, the Cannabis Committee, Public Art Committee, Solano Open Space, the Lakes Water Policy Committee, Health & Human Services and Family Justice Committee, and the Human Services Needs Assessment Committee.

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

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

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

Accomplishments:

- As a member of the Solano County Local Board for the "Emergency Food and Shelter National Board Program" which is funded through FEMA and the Department of Homeland Security, Supervisor Hannigan advocates for local non-profit organizations. This program has always been a unique public-private partnership between the federal government and the United Way. United Way of the Bay Area staffs the program locally. This program is one of the few dedicated sources of federal funding that nonprofits can use to buy food for meals programs and pantries. Organizations receiving funding totaling $326,303 include Catholic Charities, Children's Network, Food Bank of Contra Costa and Solano, Meals on Wheels, and the Sparrow Project.
- Supervisor Hannigan developed a partnership with the Yocha Dehe Wintun Nation which continues through their second contribution of $1,000,000 in 2018 to fund programs through 2019 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 through the Family Resource Centers that will directly assist families in crisis by addressing immediate needs, and $300,000 is committed to opening the First 5 Center in Vallejo. The project with Family Health Services continues with an additional

$50,000 to operate the Mobile Food Pharmacy which collaborates with the Contra Costa and Solano Food Bank. This Mobile Food Pharmacy visits our County Medical clinics where medical professionals will provide a food prescription, called Food Rx, to their patients. Vibe Solano is funded with $333,500 to provide a multi-pronged health focused campaign intended to reduce chronic diseases like diabetes and hypertension by increasing access to healthy choices, places, messages, and community engagement to make a more vibrant, healthy community. Senior Injury Prevention is a top priority of this program.

- New programs funded by the Yocha Dehe Wintun Nation this year involve High School Diplomas and Transportation for Seniors. Funding of $16,500 will allow for a match with funding from the State Library to offer 30 people the opportunity to earn a High School Diploma. Through our partnership with the Solano Transportation Authority, we have identified this great need to improve transportation options for seniors, especially those with mobility issues. Funding in the amount of $100,000 will allow the STA to purchase two paratransit vans which will be 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.
- In order to combat human trafficking, Supervisor Hannigan participates in the Commercially Sexually Exploited Children (CSEC) Steering Committee. The mission of the interagency CSEC Steering Committee is to establish a protocol to foster collaboration and coordination among multi-jurisdictional agencies to improve the capacity to identify victims and to provide services for them and their family/caregivers. They work to end their exploitation and to hold exploiters accountable. The committee has formed a Memorandum of Understanding (MOU) to establish multidisciplinary teams on behalf of commercially sexual exploited children in Solano County.
- Supervisor Hannigan worked to bring the production of Jane Doe in Wonderland to Solano County. This is a new play and survivor talk raising awareness and education on sex trafficking, written through the collaboration of anti-sex trafficking non-profit organization Game Over, founded by survivor/leader Elle Snow, and MFA playwrights Grace Booth, Kate Tobie, and Erin Johnston. Based on multiple sex trafficking survivors' testimonials and Elle's educational training, Jane Doe in Wonderland draws parallels between the well-known story of Alice In Wonderland and how young women and men are lured into the world of sex trafficking—a world that exists in our own backyards.
- Advocacy for Solano County to State and federal governments is a priority. Supervisor Hannigan participates annually in the National Association of Counties (NACo) Legislative Conference. These visits include in-person meetings with our Senators and Congressmembers as well as various agencies that impact Solano County. She regularly participates in the California State Association of Counties (CSAC) and attended conferences and meetings in Sacramento and around the State.
- After years of work with Congressman Mike Thompson, the new Vallejo Post Office off Valle Vista Street was named the Janet Capello Post Office in August 2018. Based on a request from a Vallejo resident, Supervisor Hannigan worked with Thompson to bring about the Act of Congress that named the Post Office after an incredible community icon, Janet Capello.
- SB 365 was passed by the California State Legislature and signed by the Governor giving Solano County the foundation to develop a County-wide parks district. Supervisors Vasquez and Hannigan are working with County staff and community stakeholders to further define the operation of the Regional Parks District and create a roadmap going forward that will include addressing access and funding.
- Supervisor Hannigan is involved in providing a network for mentoring, supporting and empowering elected women leaders who are affiliated with the California State Association of Counties (CSAC) as they engage in leadership roles in their

communities and within the CSAC organization. She co-founded the Woman's Leadership Forum (WLF) which serves as a forum to introduce and elevate issues and policy matters affecting women, and bringing them to the forefront of CSAC leadership. Supervisor Hannigan continues to work with the WLF to stay informed on legislation of interest that will be appropriate for Solano County.

- In 2018, she championed and participated in the forming committee for the newly established Solano Commission on Women and Girls (SCWG), which was established as an advisory committee comprised of concerned citizens of Solano County to provide the Board of Supervisors with comments on general or specific issues relating to enabling women to have greater equality in the areas of housing, education, employment, community services, and related activities. The Commission is made up of diverse women and girls from throughout the County who 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.
- Through 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 1,300 pairs of walking shoes and continues to offer opportunities to encourage walking and healthy lifestyles--the partnership is looking forward to a renewed grant in 2019 to continue the program. She 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.

Goals and Objectives:

- Collaborate effectively with the City of Vallejo.
- Engage residents of District 1 in the action and operations of the County.
- Invigorate all of Solano County in advancing the County’s mission, vision, core values and goals.
- Lead collaboratively and energetically with each member of the Board of Supervisors.
- Listen to the concerns of the citizens of Solano County.
- Implement a healthy community strategy.
- Work to bring solutions to homelessness and an end to the sexual exploitation of children.
- Expand Foundation funding for the County and our non-profit organizations.
- Continue to foster our partnership with the Yocha Dehe Winton Nation and its tribal members.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $21,885 or 4.1% in appropriations when compared to the FY2018/19 Adopted Budget primarily due to increases in costs associated with Countywide Administrative Overhead as well as in Salaries and Employee Benefits.

DEPARTMENT COMMENTS

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

Since being sworn into office in January of 2013, Supervisor Hannigan has been working diligently to connect the services and operations of the County to the community. Issues related to public safety and the Center for Positive Change, homelessness and human trafficking, health care, including mental health services and the environment have been significant areas of connecting County services to the citizens. Since the implementation of the County contract for Animal Control Services in

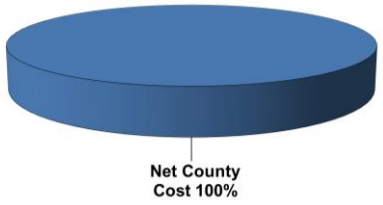
Vallejo, her office assists in connecting District 1 residents with Animal Control Services. A large population of military veterans resides in District 1, and Supervisor Hannigan spends quality time connecting our veterans with Veteran's Services at federal, State and County levels.

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

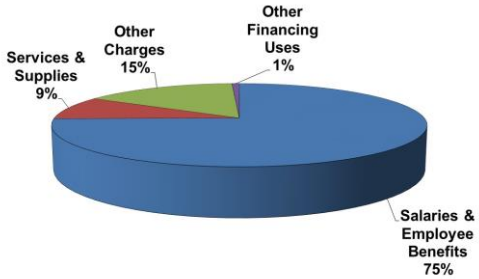
One significant project of Solano County is located in District 1. The Solano360 project is a partnership between Solano County and the City of Vallejo. This project will continue to see development of a proposed land plan supported by a feasibility/market studies consistent with the uses defined in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

Supervisor Hannigan is honored to serve as Chairwoman of the Board of Supervisors. With the assistance of her staff, she is able to serve as a strong conduit between the Board of Supervisors and the County Administration. Chairwoman Hannigan enjoys representing the County and Board of Supervisors not only in District 1, but alongside the other four Supervisors representing the County of Solano. Her greatest priority is serving the people who live, work and visit Solano County. As she often says, "I love the work I do and will always work to further improve our community".

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	399,131	406,752	415,924	9,172	2.3%
SERVICES AND SUPPLIES	46,054	51,989	49,701	(2,288)	(4.4%)
OTHER CHARGES	69,863	70,934	86,422	15,488	21.8%
OTHER FINANCING USES	11,806	4,186	4,199	13	0.3%
INTRA-FUND TRANSFERS	3,704	600	100	(500)	(83.3%)
TOTAL APPROPRIATIONS	**530,557**	**534,461**	**556,346**	**21,885**	**4.1%**
NET COUNTY COST	**530,557**	**534,461**	**556,346**	**21,885**	**4.1%**

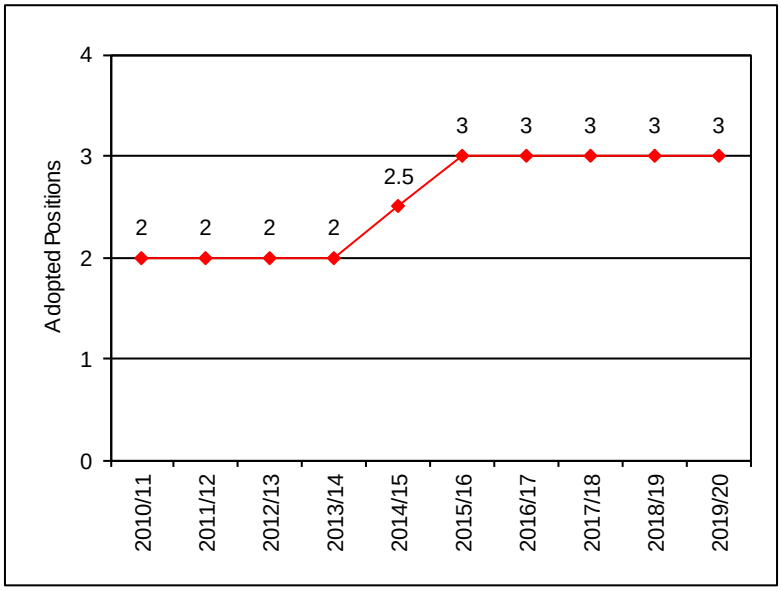
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

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

Budget Summary:	
FY2018/19 Midyear Projection:	514,764
FY2019/20 Recommended:	538,026
County General Fund Contribution:	538,026
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

FUNCTION AND RESPONSIBILITIES

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

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

Accomplishments:

- Held monthly open office hours in Benicia, Vallejo and Fairfield so that constituents of District 2 are able to talk with Supervisor Brown on a regular basis within their own communities.
- Advocated at the Mental Health Board to pass Laura's Law and convened County stakeholder meeting about the law which ultimately passed unanimously at the Board of Supervisors.
- Chairs the newly reformed Area Agency on Aging of Napa and Solano Counties which provides much needed services to seniors.
- Collaborated with Marin Clean Energy (MCE) to join its Community Choice Aggregation program providing cleaner power energy in unincorporated Solano County.
- Sponsored resolution at the Board, which passed unanimously, to oppose the Department of Homeland Security's proposed public charge rule changes that would hurt our immigrant community.
- Studying and speaking about the negative impacts of a regional housing compact (CASA) that would not be in Solano County's best fiscal interests.
- Attended community meetings on district elections.
- Attended City Council and School Board meetings.
- Continue to monitor and educate people on the negative impacts the Orcem cement factory would have on the Vallejo community.
- Meet monthly with Health and Social Services regarding issues related to mental health and housing.
- Worked with the Solano County Department of Resource Management-Public Works division and the Solano County Water Agency to address and remediate flooding in Cordelia at Thomasson Lane and Erikson's Ranch, where residents were extremely affected by storms throughout 2017 and again in 2019.

- Collaborated with Benicia firefighters and worked to oppose a proposal to privatize emergency dispatch services.
- Meet 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.
- Work with the Department of Resource Management to utilize SB 1 funding to improve roads in District 2.
- Work with Solano Transportation Authority on Safe Routes to Schools.
- Meet monthly with Home Acres group to help with their unique issues.
- Address constituent concerns on a variety of issues including code enforcement, land use planning, traffic, water, and assistance with various State and local agencies.
- Attended trainings on relevant policy issues.
- Appeared at numerous events on behalf of District 2
- Disseminate monthly newsletter to constituents.

Priorities:

- Serving district constituents by investigating and responding to their concerns concerning the County, meeting with them on requests, and reaching out to them through community meetings and forums.
- Supporting and initiating efforts that will enhance the lives of the residents of Solano County through collaboration with County stakeholders, local, State and federal legislators, business 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 Department, the Mental Health Advisory Board and non-profit organizations to increase services and resources allocated to mental health patients and their families.
- Addressing water issues within the County, specifically the root causes of flooding and emergencies many District 2 residents have experienced with the 2017 and 2019 storm events. This includes working with cities within the District as well as State and local water agencies to prevent further emergency situations and provide relief to those affected by disasters.
- Continue to hold town hall meetings with other elected officials.

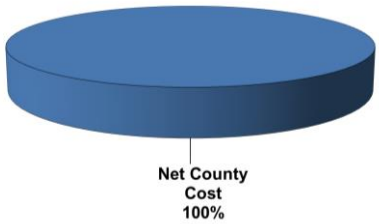
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $17,414 or 3.3% when compared to the FY2018/19 Adopted Budget primarily due to increases in Salaries and Employee Benefits, and Other Charges associated with Countywide Administrative Overhead costs.

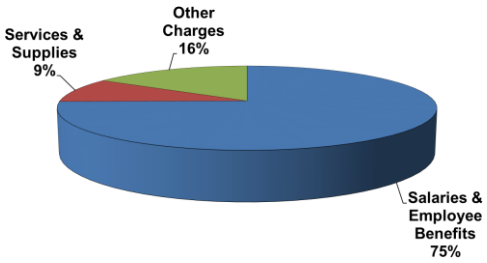
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	364,805	388,863	400,421	11,558	3.0%
SERVICES AND SUPPLIES	35,546	53,829	50,095	(3,734)	(6.9%)
OTHER CHARGES	78,278	75,516	85,135	9,619	12.7%
OTHER FINANCING USES	6,249	2,254	2,225	(29)	(1.3%)
INTRA-FUND TRANSFERS	677	150	150	0	0.0%
TOTAL APPROPRIATIONS	**485,555**	**520,612**	**538,026**	**17,414**	**3.3%**
NET COUNTY COST	**485,555**	**520,612**	**538,026**	**17,414**	**3.3%**

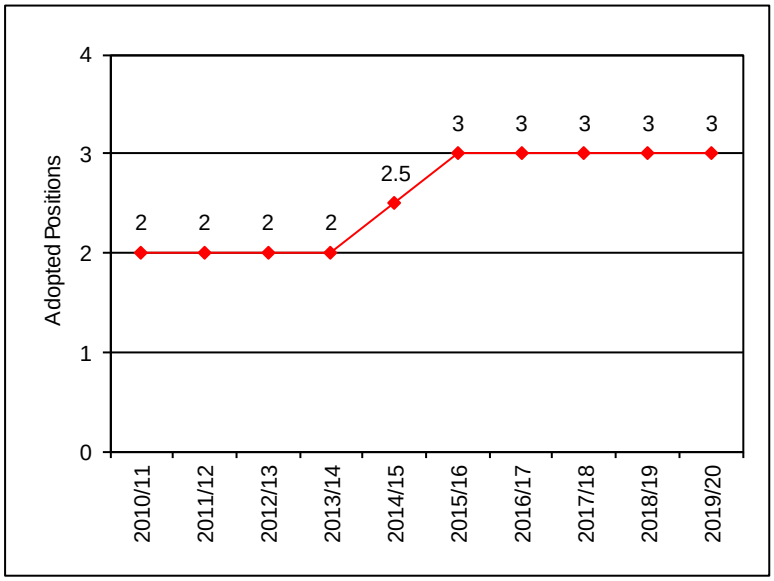
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

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

Budget Summary:	
FY2018/19 Midyear Projection:	516,787
FY2019/20 Recommended:	568,789
County General Fund Contribution:	568,789
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.75

FUNCTION AND RESPONSIBILITIES

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

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

Challenges:

- Finding ways to address the increasing homeless population, especially those with mental health and substance abuse issues, with limited funding sources and fragile, non-profit service delivery in the Fairfield/Suisun area.
- Developing a solution between City of Vallejo and Solano County to provide an affordable and sustainable water source for Green Valley, Gordon Valley and Suisun Valley.
- Meeting the need for transit services to seniors who are low income or have mobility challenges.
- Working to shape the future of a vibrant Solano County fair and a sustainable and attractive use of the fairgrounds property located on the I-80 corridor.

Accomplishments:

- Homelessness Issues in the Fairfield/Suisun area – the Supervisor facilitated meetings with City of Fairfield, County staff and locals to bring a new shelter operator to the former Bridge of Life Center. With the current lack of a countywide overarching and comprehensive system to address the various levels of homelessness, he is working with community partners and committed to finding solutions.
- Lakes Water System – Actively worked with County and Vallejo staff and elected officials to gain approval of the Memorandum of Understanding (MOU) agreement between the City of Vallejo and Solano County. This signed agreement was an important milestone to indicate both organizations are still interested in working together to find solutions to address the aging infrastructure of the Lakes Water System and the increasing water costs to Solano constituents. The supervisor-maintained dialogue with all the stakeholders, including Cities of Vallejo and Fairfield, Solano Irrigation District, Solano County Water Agency and residents of Green Valley, Suisun and Gordon Valley, during the process.
- Suisun Valley flooding – worked closely with property owners along Suisun Creek to determine the best course of action to mitigate challenges resulting from the 2017 flooding, and facilitated contact with appropriate agencies, such as Solano County Water Agency and Solano Irrigation District. His office also participated in meetings with County planners and engineers, and project engineers and homeowners, to expedite solutions to ensure remedies were in place before the rains arrived in 2019.
- Network of Care – As one of the major proponents of Network of Care for Solano County and its easy on-line access to a "one-stop" resource center for constituents, Supervisor Spering continued to support the progress forward in customizing

new websites for the County. His office staff were involved as participants in reviewing and providing input for the next rollouts of website customization for “People with Disabilities” and the “Children & Families” sites.

- Supervisor Spering serves on the newly formed Solano Consolidated Oversight Board which took over from the six Successor Agencies of the former redevelopment agencies in Solano County. As part of this new Board, the Supervisor is responsible for the winding down of redevelopment activities in the County.
- Solano Transportation Authority (STA). Starting in 2017 and throughout 2018, Solano Transportation Authority in close coordination with Supervisor Spering hosted a series of mini summits in each of the seven cities to obtain input on mobility challenges for older adults and people with disabilities in their communities. On October 18, 2018, under Supervisor Spering’s leadership, STA held a culminating Countywide Mobility Summit to bring the communities together to explore potential strategies and solutions to address mobility challenges and prioritize them for the entire County. Information from the summit, extensive outreach and staff analysis of all the data from the summits and surveys, revealed the highest transit priority for all seven cities is providing transportation to medical appointments for these two vulnerable populations. Supervisor Spering then proactively worked with Supervisor Hannigan and the Yocha Dehe Wintun Nation to gain funding and approval to set up a vehicle share 2-year pilot program to allow multiple non-profit agencies to have a vehicle to transport their clients and to start addressing some of the identified transportation gap.
- Consolidated Transportation Services Agency (CTSA) - Chairs a consortium of transit stakeholders who work to address the gaps in mobility services for seniors, people with disabilities and low-income residents. Under his direction, the consortium members continue to identify strategies and funding streams and work to expand existing transportation services. The CTSA, under Supervisor Spering’s guidance, hosted a workshop with all the local care providers – North Bay, Kaiser and Sutter Regional – to learn the challenges for clients getting to and from medical appointments and to explore opportunities to work together to solve the issues and improve getting seniors and people with disabilities to medical appointments; this was a follow on to the results from the Countywide Mobility Summit. Progress was also made in purchasing a share ride van through Transportation Development Funds that can transport people who have mobility challenges.
- Locally serves on many Solano committees including the Solano Transit Joint Powers Authority (SolTrans JPA), Solano County Water Agency, and chairs the Local Agency Formation Commission (LAFCo) - committees that focus on transportation and development needs on behalf of Solano County residents and businesses.
- Regionally serves on the Metropolitan Transportation Commission and four associated committees, the Bay Area Air Quality Management District Board of Directors and seven of its standing committees, and the Capitol Corridor Joint Powers Authority, representing the needs and interests of Solano County in a regional framework.

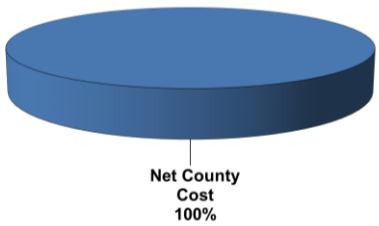
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $57,230 or 11.2% in appropriations when compared to the FY2018/19 Adopted Budget. The increase in the District 3 budget is due to the anticipated retirement of one Board Aide and the one-time payout of leave accrual. There is also an increase in medical benefits to reflect one of the aide positions no longer waiving medical coverage, other miscellaneous salaries and employee benefit increases, and an $11,000 increase in building charges and Countywide Administrative Overhead costs.

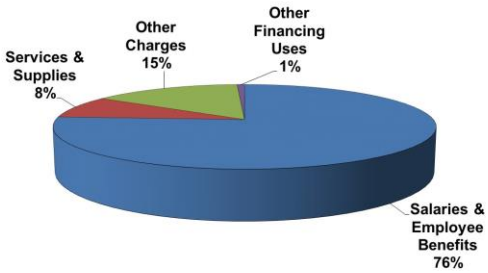
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	379,857	385,644	431,952	46,308	12.0%
SERVICES AND SUPPLIES	37,017	48,627	48,048	(579)	(1.2%)
OTHER CHARGES	75,090	72,617	83,939	11,322	15.6%
OTHER FINANCING USES	11,624	4,071	4,250	179	4.4%
INTRA-FUND TRANSFERS	407	600	600	0	0.0%
TOTAL APPROPRIATIONS	**503,995**	**511,559**	**568,789**	**57,230**	**11.2%**
NET COUNTY COST	**503,995**	**511,559**	**568,789**	**57,230**	**11.2%**

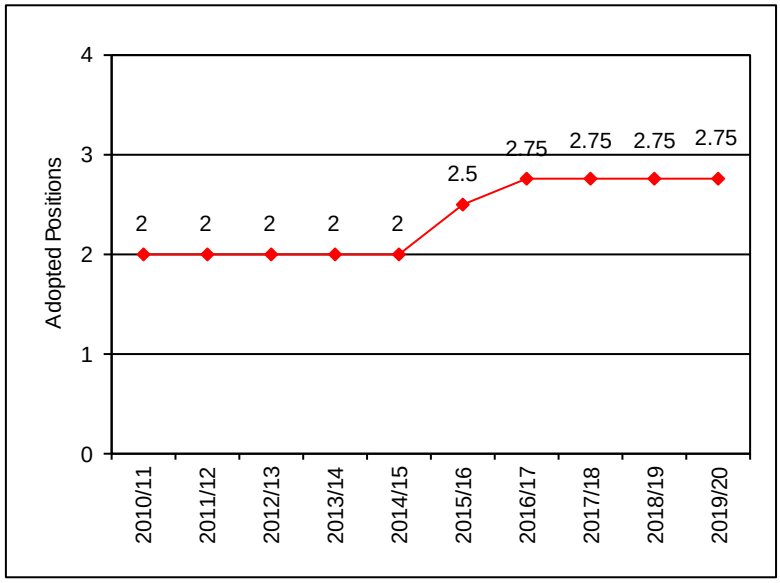
SUMMARY OF SIGNIFICANT ADJUSTMENTS

District 3 has projected an increase in staff costs due to increased salaries and employee benefits and the need to budget for health insurance benefits for the new Board Aide. Prior Board Aide waived medical benefits.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

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

Budget Summary:	
FY2018/19 Midyear Projection:	550,935
FY2019/20 Recommended:	574,674
County General Fund Contribution:	574,674
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, 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 in portions of Vacaville and Dixon on 34 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 Land Trust, Solano County Water Agency, Regional Parks Committee, Yolo-Solano Air Quality Management District and more. The preservation of agriculture and natural resources, along with issues affecting seniors and those in poverty remain significant priorities for Supervisor Vasquez.

Since being sworn into office in 2003, Supervisor Vasquez has been selected by his peers to act as Chair five times. He has been recognized nationally as a leader on the issue of childhood obesity and continues to work toward ensuring Solano County is the best place to Live, Work, Learn, Play and Age.

Accomplishments:

- Transportation was an area that saw considerable activity with projects throughout the County being delivered through partnerships with the Solano Transportation Authority (STA) and Caltrans and the cities. Projects include the new Midway Road overcrossing at I-80, the Jepson Parkway Project, the Fairfield-Suisun Train Station, and Pleasants Valley Road safety improvements among others.
- Supported an intergovernmental agreement with the Yocha Dehe Wintun Nation to receive $400,000 of a $1 million grant to create a Mobile Food Rx program. The effort, led by District 1 Supervisor Erin Hannigan, created a partnership between the Yocha Dehe Wintun Nation, Solano County and the Food Bank of Contra Costa and Solano to activate a food truck that delivers healthy food to patients of the County's Health and Social Services Department. The County received an additional $1 million in funding in November 2018.
- Witnessed completion of the Rourk Vocational Training Center. The $26 million SB 1022 project adjacent to the Stanton Correctional Facility will provide incarcerated individuals with vocational training and job skills which will increase their opportunities for success upon release.
- As a supporter of agriculture, Supervisor Vasquez, presented resolutions in honor of the 100th anniversary of the Solano County Farm Bureau, 90th anniversary of the Future Farmers of America in addition to recognition before the Board of Supervisors in support of Ag Week and Ag Day.
- Made strides in improving the welfare of some of Solano County's vulnerable populations, such as seniors and older adults. Supervisor Vasquez has also proudly worked with the Solano Transportation Authority on several Senior Mobility Summits in Vacaville and Dixon which culminated in a countywide summit to address the transportation needs of seniors in Solano County.

- Celebrated our centenarians (41) during the 12th annual centenarian celebration before the Board of Supervisors. The event provides the opportunity to recognize and honor our oldest living residents for the wonderful things they have achieved and continue to experience in their lives.
- Worked with the California Dental Association Foundation to return their flagship CDA Cares event to the Solano County Fairgrounds in Vallejo. Over the course of two days, hundreds of volunteer dentists and hygienists from across the State descended on the fairgrounds to deliver free dental care to thousands of patients free of charge.
- Co-sponsored the Solano County Kindness Campaign video contest with District Attorney Krishna Abrams. The program allowed for Solano County's youth to speak out on the topic of bullying through the creation of short videos that emphasized positive behavior. The inspirational work is featured at a red-carpet gala each year in which the students, their families and teachers had the opportunity to view their videos on the big screen.
- Attended and supported the North Bay Stand Down held at the Dixon fairgrounds. The homeless veterans resource fair is a three-day encampment where veterans are provided medical care, dental, vision, recovery, housing, employment and other social services as a way of offering "a hand up."
- Continues to engage with the public through a monthly newsletter that highlights issues affecting District 4 and the County as a whole. In addition, the use of social media such as Twitter and Facebook have added more opportunity to interact with constituents and promote exceptional people and events in Solano County.
- Honored our military and our veterans by presenting resolutions to celebrate the 75th anniversary of Travis Air Force Base and the 100th anniversaries of the American Legion and American Legion Auxiliary.

<u>Goals and commitments in the coming fiscal year:</u>

- Continue to build upon the collaborative efforts of the many public, private and non-profit agencies in the County and ensure a cohesive approach to serving our residents.
- Closely watch legislation that impacts water, our most important natural resource. Supervisor Vasquez is committed to being an advocate for all of Solano County at the local, State and federal level on matters involving water. It is critical to all residents that our current water sources are protected while working to create more storage for growing demands.
- With agriculture being a large part of the District 4 landscape, Supervisor Vasquez will continue to be a proponent of Solano County's farmers and ranchers. As a member of the Solano Sub-basin Groundwater Sustainability Agency (GSA), Supervisor Vasquez will work to ensure the farming community has a voice in the responsible management of groundwater.
- Begin the conversation of creating a Pleasants Valley Specific Plan to address the growing appeal for agritourism while taking into consideration rural-urban interface issues.
- Homelessness in Solano County is a concern to Supervisor Vasquez and he will continue to work with the Board of Supervisors to collaborate and partner with the seven cities, non-profit agencies and service providers to address the myriad issues contributing to homelessness.
- Continue the work being done in the Cache Slough region, an area of significance in Solano County. This work requires a regional planning effort to develop a restoration strategy that considers multiple land use plans.
- Supervisor Vasquez has made it a point to champion issues related to our youth and older adults. Supervisor Vasquez, for a third consecutive year, has sponsored a "Kindness Campaign," in which all Solano County students are encouraged to participate in a video contest that shows the community what "kindness" looks like.
- Building upon his work in FY2015/16 to address women in poverty in Solano County, Supervisor Vasquez looks forward to hosting a future workshop on Alzheimer's, a disease that unfairly affects women in greater numbers than men and oftentimes does pose a financial burden for those suffering the disease and their families.

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.

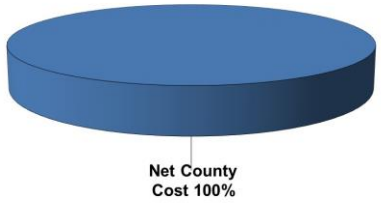
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $26,671 or 4.9% in appropriations when compared to the FY2018/19 Adopted Budget. The increased costs are primarily due to Countywide Administrative Overhead and salaries and employee benefits.

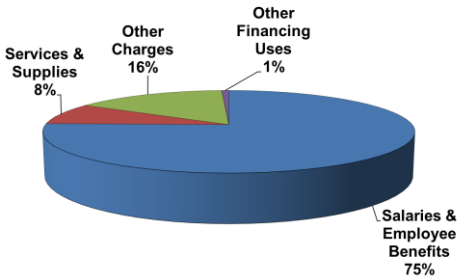
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	410,561	420,960	433,480	12,520	3.0%
SERVICES AND SUPPLIES	38,310	49,321	47,940	(1,381)	(2.8%)
OTHER CHARGES	84,694	73,485	89,103	15,618	21.3%
OTHER FINANCING USES	12,094	4,237	4,151	(86)	(2.0%)
INTRA-FUND TRANSFERS	1,541	0	0	0	0.0%
TOTAL APPROPRIATIONS	**547,200**	**548,003**	**574,674**	**26,671**	**4.9%**
NET COUNTY COST	**547,200**	**548,003**	**574,674**	**26,671**	**4.9%**

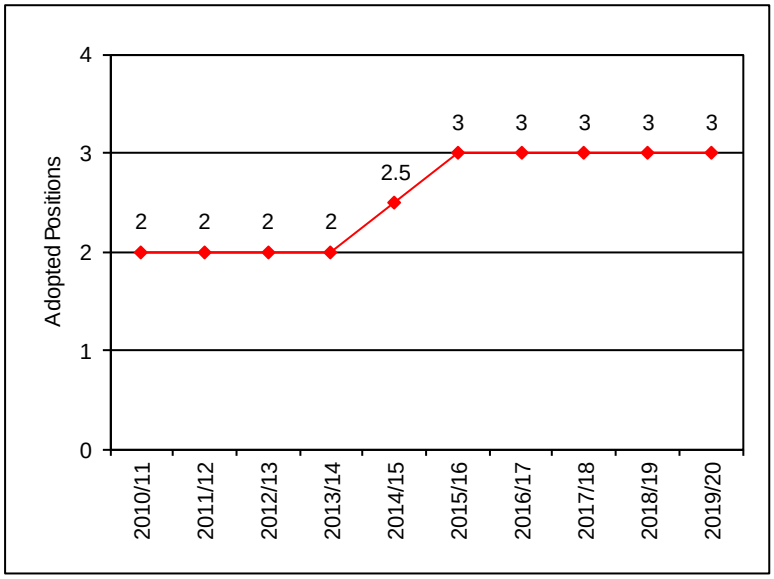
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

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

Budget Summary:	
FY2018/19 Midyear Projection:	495,698
FY2019/20 Recommended:	533,133
County General Fund Contribution:	533,133
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

FUNCTION AND RESPONSIBILITIES

The District 5 Supervisor represents residents living in the City of Rio Vista, parts of the cities of Vacaville, Fairfield, Suisun City, and the unincorporated areas of Elmira, Collinsville, Birds Landing, and Ryer Island. Supervisor Thomson represents the Board on over 15 County, regional and State boards and commissions and their subcommittees; including the Delta Counties Coalition, the Solano County Water Agency, the Yolo/Cache Slough Partnership, and the Yolo-Solano Air Quality Board, and Historical Records Commission. Supervisor Thomson is a member of the Delta Protection Commission, and Groundwater Sustainability Agency, and the Delta Conservancy. In addition, he is alternate to the Solano County Consolidated Oversight Board. The Supervisor maintains an office at the County Government Center, located at 675 Texas Street, Suite 6500. The Office budget provides for the expenditures of the elected Supervisor and two full-time staff members.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- There have been significant challenges in working with the Brown Street neighborhood and City of Vacaville in implementing the 5th Impact Tiny Shelters Pilot Project that was approved by the Solano County Board of Supervisors on August 28, 2018.
- Serving on the Fair Governance Subcommittee unearthed many communication challenges between Solano County Fair staff and board, and County staff and board. The subcommittees' meetings over the last year brought forth a recommendation that was not accepted by the full Board of Supervisors.
- There was a significant amount of retirements at both the Department Head and lower staff levels leaving Departments short staffed for periods of time.
- Instability in funding, taxes, and policy at the federal level has proven to be an obstacle to forward momentum in policy and State level resources.

Accomplishments:

- Toured and made point-of-contacts with Yuba, San Joaquin, and Alameda counties regarding affordable/transitional housing properties, programs, and commissions to better understand what efforts could be duplicated in Solano County homeless efforts.
- Successfully advocating for the preservation of the Delta to prevent the California Water Fix Twin Tunnels Project despite influence from Southern California water interests and legal challenges from California Department of Water Resources.
- Currently spearheading the 5th Impact Tiny Shelters Pilot Project through collaboration with Solano County Health and Human Services, the Vacaville faith community, Resource Connect Solano (coordinated entry), Opportunity House, Vacaville Police Department's Community Resources Unit, and Community Action North Bay for wrap around services to address those experiencing homelessness in Vacaville.
- Began attending the Interfaith Council meetings as the organization regroups and begins a mobile shower project to meet the hygiene needs of those experiencing homelessness throughout Solano County.
- Continue to strengthen the welfare of the County's General Fund by implementing cost-saving reductions.

- Currently serving on the Board of Supervisor's Human Services Needs Assessment Committee to assist in reducing duplicative services, meeting constituents' needs, and focusing resources in areas of highest vulnerability while maintaining a high-level of services for County residents.
- Work to protect the rich agricultural Delta, and the communities that rely on it, by working with the State of California, local water districts, and surrounding counties to bring problems to the forefront and find equitable solutions.
- Collaborated with neighboring jurisdictions and relevant stakeholders to sustain the new Groundwater Sustainability Agency as mandated by the Sustainable Groundwater Management Act.
- Coordinated a meeting with three local hospitals, community-based organizations, and faith-based organizations to discuss how upstream investing could greatly reduce downstream expenses for our communities, and improve individual outcomes, especially for those individuals experiencing homelessness, housing insecurity, or other critical behavioral health challenges. Continued to ensure that Board decisions concerning County contracts and labor agreements are fair, equitable, fiscally responsible, and sustainable. Advocate for measurable outcomes from County contractors and community-based organizations that collaborate with the County.
- Continued to support programs and policies that serve the County's most vulnerable populations, children, seniors, individual with physical, emotional, or cognitive barriers, and community members facing or experiencing homelessness.
- Continued to support the Collinsville Levee District as loan repayments leave administrative funds minimal. Worked with the Collinsville community during heavy rains and flooding to ensure residents could access needed services.

WORKLOAD INDICATORS

- Since July 1, 2018, met with more than forty constituents to address their individual/community concerns ranging from property-related questions, board/commission appointments, Board agenda items, labor issues, homeless outreach, and Health & Social Services resources.
- Participated in more than forty meetings addressing Delta/water-related issues, community-based outreach, and Supervisorial duties including three days of hearings related to a legal challenge of the Delta Plan.
- Hosted two community outreach meetings to present the 5th Impact Tiny Shelters Pilot Project and hear questions and concerns from the Vacaville, Brown Street neighborhood.
- Attended or arranged over thirteen planning meetings for the 5th Impact Tiny Shelters Pilot Project concept.
- Attended three trainings including groundwater sustainability planning, social media bootcamp, and HUD's Point-in-Time homeless count.
- Attended/participated in at least twenty-eight community engagements/activities for relationship building and future planning including: Delta-landowner meetings, events recognizing Travis Air Force Base personnel, parades, grand-openings, retirements, hosting military and veteran meetings, K-12 educational achievement awards, and year-end celebrations recognizing many accomplishments.
- Attended three Human Services Needs Assessment Subcommittee meetings.
- Attended six Solano County Fair Governance subcommittee meetings to address concerns and progress with the current State of the County Fair. Provided two Key Informant Interviews on tobacco control and Health and Social Service's needs.

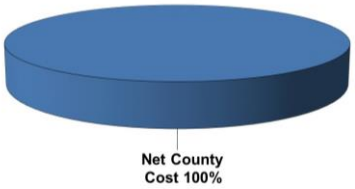
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $46,064 or 9.5% in appropriations when compared to the FY2018/19 Adopted Budget. The increase is primarily due to salaries and employee benefits for the addition of longevity pay for Supervisor Skip Thomson, and the addition of health insurance benefits for one Board of Supervisors Aide added during FY2018/19 open enrollment period.

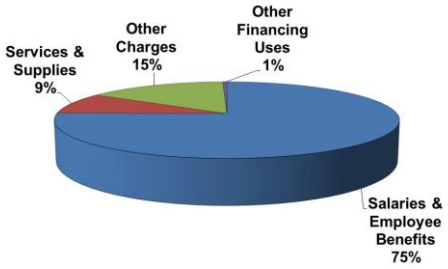
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	339,900	359,885	400,957	41,072	11.4%
SERVICES AND SUPPLIES	31,411	48,579	47,502	(1,077)	(2.2%)
OTHER CHARGES	78,413	71,811	81,924	10,113	14.1%
OTHER FINANCING USES	6,401	6,774	2,450	(4,324)	(63.8%)
INTRA-FUND TRANSFERS	621	20	300	280	1400.0%
TOTAL APPROPRIATIONS	**456,746**	**487,069**	**533,133**	**46,064**	**9.5%**
NET COUNTY COST	**456,746**	**487,069**	**533,133**	**46,064**	**9.5%**

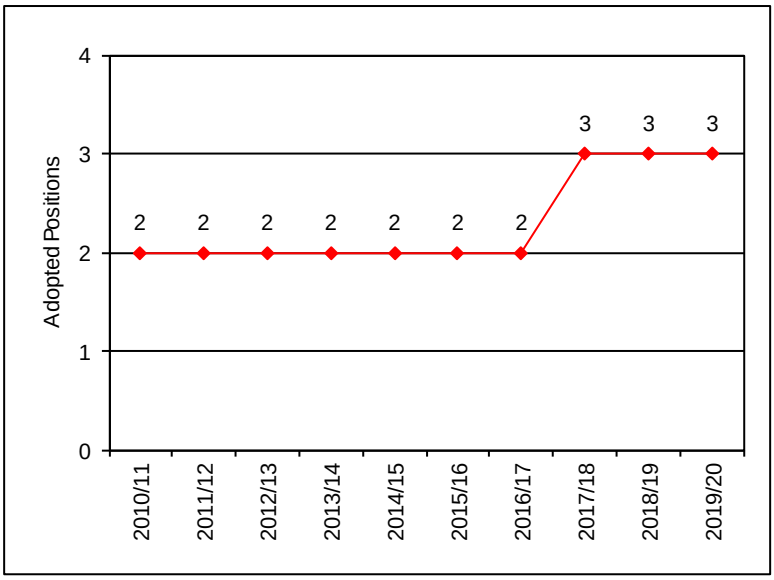
SUMMARY OF SIGNIFICANT ADJUSTMENTS

District 5 has projected an increased staff cost due to changes in longevity pay and health insurance benefits.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

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

Budget Summary:	
FY2018/19 Midyear Projection:	259,792
FY2019/20 Recommended:	220,784
County General Fund Contribution:	220,784
Percent County General Fund Supported:	100%
Total Employees (FTEs):	0

FUNCTION AND RESPONSIBILITIES

This budget unit reflects the administrative costs of the Board of Supervisors' operations which are not unique to an individual Board Member's District. Appropriations include shared services and supplies; memberships in the Association of Bay Area Governments (ABAG) and National Association of Counties (NACo); and the Travis Community Consortium (TCC).

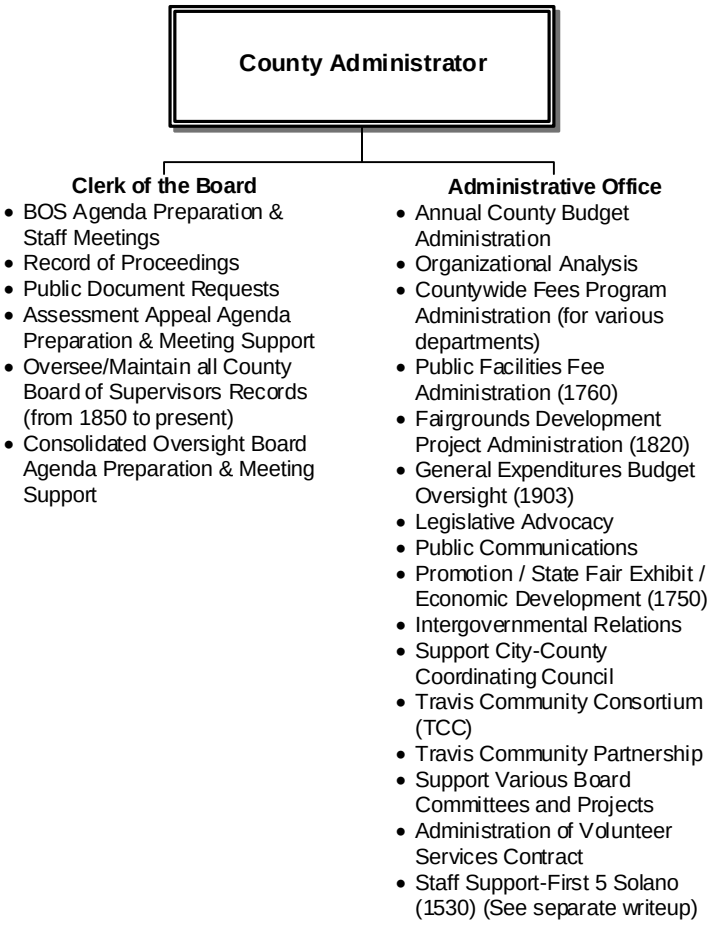
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $39,782 or 15.3% in appropriations when compared to the FY2018/19 Adopted Budget. The decrease is in part due to a decrease in Services and Supplies for liability insurance costs and in Salaries and Employee Benefits due to the regression of workers compensation costs initially incurred by the prior Board Member for the Board of Supervisors' District 2 office. Services and Supplies also includes costs for recording, editing and copying of the Board of Supervisors meetings, usage and maintenance of phone lines, liability insurance, equipment maintenance, memberships, office expenses, managed print services, consulting services, lease for copiers, travel expenses for the Board of Supervisors Chair, and meals and refreshments for the Board of Supervisors Closed Sessions.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	31,226	35,885	30,957	(4,928)	(13.7%)
SERVICES AND SUPPLIES	132,069	196,181	158,827	(37,354)	(19.0%)
OTHER CHARGES	25,000	27,500	30,000	2,500	9.1%
INTRA-FUND TRANSFERS	39	1,000	1,000	0	0.0%
TOTAL APPROPRIATIONS	**188,334**	**260,566**	**220,784**	**(39,782)**	**(15.3%)**
NET COUNTY COST	**188,334**	**260,566**	**220,784**	**(39,782)**	**(15.3%)**

PENDING ISSUES AND POLICY CONSIDERATIONS

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



DEPARTMENTAL PURPOSE

The County Administrator is the Chief Administrative Officer of the County and is responsible to the Board of Supervisors for the proper and efficient administration of all County offices, Departments, Institutions and Special Districts under the jurisdiction of the Board of Supervisors. (Solano County Code sections 2-43)

Budget Summary:	
FY2018/19 Midyear Projection:	4,015,994
FY2019/20 Recommended:	4,167,898
County General Fund Contribution:	401,903
Percent County General Fund Supported:	9.6%
Total Employees (FTEs):	16

FUNCTION AND RESPONSIBILITIES

Responsibilities of the County Administrator are:

- Plan, monitor and oversee County operations to ensure Board policies are carried out in the most efficient, cost-effective and service-oriented manner.
- Formulate short- and long-range plans through strategic planning and the Annual Budget.
- Review and monitor County structure, programs, services and budgets, and make recommendations to the Board regarding reorganizations, funding and positions necessary to conduct departmental functions.
- As Clerk of the Board of Supervisors, prepare and coordinate Board agendas and minutes, coordinate appointments to County Boards and Commissions and provide support to the Assessment Appeals Board, Solano Consolidated Oversight Board and to the Solano County City Selection Committee.

- Implement the County's Legislative Advocacy Program; review impacts of federal and State legislation; initiate legislative proposals and prepare position recommendations.
- Supervise the performance of County departments and appointed Department Heads.
- Meet with Board Members individually or in committees to discuss Board policies and interpretations; participate in Board Committees including Legislation, Delta County Coalition, Land Use and Transportation, Solano360, Cannabis regulations, Economic Development, Vallejo Lakes Water System and Human Services Needs Assessment.
- Represent the Board in the County's intergovernmental relations and perform general administrative duties and provide staff support to the City-County Coordinating Council.
- Provide administrative and fiscal oversight to First 5 Solano Commission.
- Oversee the contracts for the Administrative Entity services with the Workforce Development Board (WDB) and the Solano County Fair.
- Administer and supervise the Risk Management and Loss Prevention programs (Solano County Code sections 2-44).
- Serve as Incident Commander for emergency services (Solano County Code Chapter 7).

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments:

- Worked extensively with the County Administrator's Office Debt Advisory Committee to refinance the 2007 COPs in 2017 saving the County in future debt interest costs.
- Continued to work with the Solano360 partners – the County, the City of Vallejo and the Solano County Fair Association to advance the development of the Fairgrounds property in Vallejo based on Solano360 Specific Plan.
- Continued to engage and participate in the Air Force Community Partnership (AFCP) Program with Travis Air Force Base with the goal of enhancing capacity of the base while reducing ongoing operational costs, a collaboration between Air Force, County and 7 cities, and coordinated closely with Travis Community Consortium (TCC) partners.
- Continued work with the CAO's Pension Advisory Committee to implement strategies to address escalating retirement costs and established investment guidelines for Post-Employment Benefits Trust program.
- Continued to provide guidance on the implementation of the 2011 Public Safety Realignment for program and funding with the public safety departments.
- Continued work on "Moving Solano Forward", economic development strategies with Solano EDC.
- Continued to provide guidance and support to the Delta Counties Coalition.
- Successfully coordinated the contractor and vendors for the 2018 State Fair exhibit and received two awards including Gold Award and Best Agricultural Presentation.
- Provided staff support to the annual Board Centenarian reception.
- Continued to provide support in the implementing of the (workforce training program) HIRRE recommendations thru the Workforce Development Board.
- Continued support of CAPSolano JPA, as work efforts focus on the strategic plan to address homeless issues throughout the County in partnership with all seven (7) cities and began work on implementation strategies and partnerships.
- Continued to provide leadership and support in the development of SB 1022 Adult Local Criminal Justice Facilities Construction project for the new vocational and education facility, Rourk Training Center, located on the Claybank Campus, and completed and opened in 2019.

- Hosted together with Solano Transportation Authority (STA), a City-County Coordinating Council Summit on Housing and continue to work on Housing related legislation and funding strategies.
- 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 $45,151 donated by Solano County employees toward the 2018 "Holiday Food Fight" campaign for a grand total of $457,232 donated by Solano County employees since 2004 – Winning the 2018 Food Challenge.
- Provided support in the review of the Lakes Water System under an approved Due Diligence Right to Negotiate Agreement with City of Vallejo and a new Memorandum of Understanding was approved in early 2019.
- Facilitating and submitting the joint application to the State of California for the new Area Agency on Aging for Napa and Solano and implementing new service delivery contracts adding staff to keep these programs viable for the residents of Solano and Napa Counties.
- Evaluating the policy and fiscal implications before implementing a Jail-Based Competency Treatment Program.
- Providing technical support to both Board subcommittees on the Solano Fairgrounds Site, The Fair Governance subcommittee consisting of Supervisors Brown and Thomson and the Solano360 Implementation subcommittee consisting of Supervisors Hannigan and Spering.
- Negotiation and implementation of two initial operational agreements with Shelter Solano Inc that provided housing and programming for homeless individuals (replacing the former Mission Solano Shelter operation located in Fairfield).
- Producing the Midyear Financial Forecast for the County Budget and recommendations on the pre-payment of $6 million on CalPERS public safety plan.
- With First 5 staff, a consultant Board Committee and department representative completes an initial County Human Services Needs Assessment.
- Actively monitoring legislative proposals and advocating for resources at State and federal levels to ensure delivery of services to County residents, including working with Assemblymembers Frazier and Grayson on special legislation for a Mental Health Treatment facility and a First 5 Children's Center.

WORKLOAD INDICATORS

During FY2018/19, it is anticipated the County Administrator/Clerk of the Board will have:

- Participated and provided assistance at 29 various Board of Supervisors meetings.
- Provided staff support to multiple Board of Supervisor subcommittees.
- Processed 521 Agenda submittals and developed/published Minutes for 29 Board of Supervisors' Regular Meetings, 10 Assessment Appeal Hearings, 6 City Selection Committee meetings, 3 Solano Consolidated Oversight Board meetings, and 314 Public Comment Cards from the public present at the Board meetings.
- Recorded 13 Ordinances and 283 Resolutions adopted by the Board.
- Processed 307 Assessment Appeals applications (individual application for multiple parcels counted as one).
- Provided staff support to the City-County Coordinating Committee, Executive Committee and Joint Committee for a total of 10 meetings.
- Received 8 requests for information under the California Public Records Act (GC §6250).
- Filed 173 California Environmental Quality Act (CEQA) documents.
- Processed 178 claims against the County and 14 lawsuits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CLERK OF THE BOARD	50,512	36,768	37,920	1,152	3.1%
ADMINISTRATIVE OFFICE	3,359,336	3,593,986	3,728,075	134,089	3.7%
TOTAL REVENUES	**3,409,848**	**3,630,754**	**3,765,995**	**135,241**	**3.7%**
APPROPRIATIONS					
CLERK OF THE BOARD	423,948	551,072	550,682	(390)	(0.1%)
ADMINISTRATIVE OFFICE	3,333,088	3,511,793	3,617,216	105,423	3.0%
TOTAL APPROPRIATIONS	**3,757,036**	**4,062,865**	**4,167,898**	**105,033**	**2.6%**
NET COUNTY COST					
CLERK OF THE BOARD	373,436	514,304	512,762	(1,542)	(0.3%)
ADMINISTRATIVE OFFICE	(26,249)	(82,193)	(110,859)	(28,666)	34.9%
NET COUNTY COST	**347,187**	**432,111**	**401,903**	**(30,208)**	**(7.0%)**
STAFFING					
CLERK OF THE BOARD	2	2	2	0	0.0%
ADMINISTRATIVE OFFICE	14	14	14	0	0.0%
TOTAL STAFFING	**16**	**16**	**16**	**0**	**0.0%**

DEPARTMENTAL BUDGET SUMMARY

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

1115 - Administration:

The Recommended Budget represents an increase of $134,089 or 3.7% in revenues and an increase of $105,423 or 3.0% in appropriations when compared to the FY2018/19 Adopted Budget. The Net County Cost for the Administration budget decreased by $28,666 or 34.9%. This budget is primarily funded by County General Fund.

The principal factors leading to the increase in appropriations is the increase of $3,088 or 34.1% in Liability Insurance and the increase of $11,936 or 10.4% in the County Administration Center Building Charges. In addition, Countywide Administrative Overhead revenue increased by $145,513 or 4.1%. The Countywide Administrative Overhead revenues are calculated by the Auditor-Controller's office based on Administration's actual expenditures incurred in FY2017/18 and allocated to departments.

Contracts

The FY2019/20 Recommended Budget includes a total of $169,451 or 2.8% in contracted services which includes the following significant contracts:

- $169,451 Legislative Advocacy Services on General County Issues

Fixed Assets

None requiring Board action.

1114 - Clerk of the Board:

The Recommended Budget represents an increase of $1,152 or 3.1% in revenues and a decrease of $390 or 0.1% in appropriations when compared to the FY2018/19 Adopted Budget. This budget is primarily funded by County General Fund.

The principal factors leading to the decrease in appropriations are salaries and employee benefit decreases as a result of the filling of the vacant Administrative Secretary/Deputy Clerk position at a lower step than the previous employee that retired and savings in longevity costs.

Contracts

The FY2019/20 Recommended Budget includes a total of $53,902 or 10.5% in contracted services which includes the following significant contracts:

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

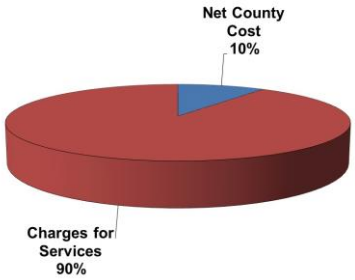
Fixed Assets

None requiring Board action.

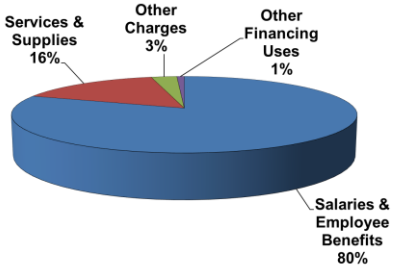
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS

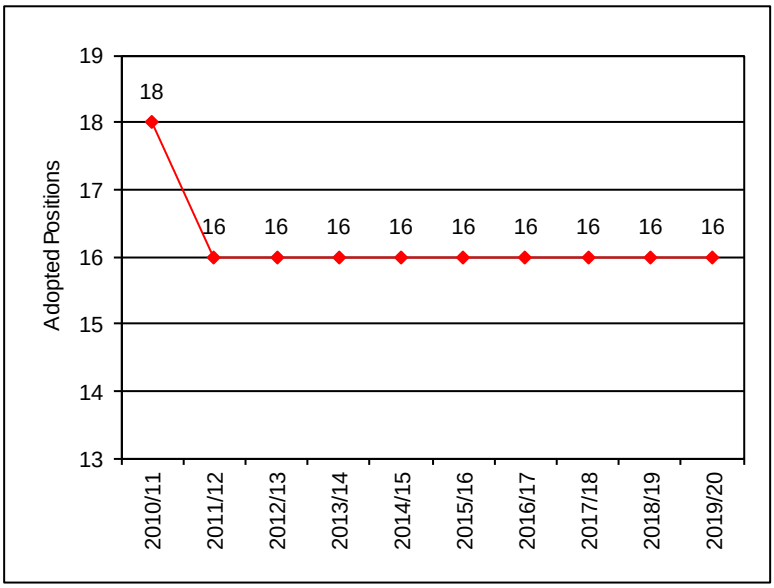


DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	3,409,807	3,630,709	3,765,950	135,241	3.7%
MISC REVENUE	42	45	45	0	0.0%
TOTAL REVENUES	**3,409,848**	**3,630,754**	**3,765,995**	**135,241**	**3.7%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	3,060,688	3,270,665	3,333,442	62,777	1.9%
SERVICES AND SUPPLIES	489,558	642,496	670,655	28,159	4.4%
OTHER CHARGES	115,349	114,947	126,883	11,936	10.4%
OTHER FINANCING USES	89,565	33,117	32,894	(223)	(0.7%)
INTRA-FUND TRANSFERS	1,875	1,641	4,025	2,384	145.2%
TOTAL APPROPRIATIONS	**3,757,036**	**4,062,865**	**4,167,898**	**105,033**	**2.6%**
NET COUNTY COST	**347,187**	**432,111**	**401,903**	**(30,208)**	**(7.0%)**

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Continuing efforts to recruit and hire Department Heads and key County positions due to retirements in the agency. Continued efforts to provide various training opportunities including leadership and technical skills to current staff for succession planning. Developing balanced budget recommendations that address increasing costs of retirement and health insurance for employees and provide staffing and technical investments to address the services and programs provided by the County. Understanding and planning for the aging demographics of the Solano County residents.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1750 PROMOTION	0	0	1,055	1,055	0.0%
1903 GENERAL EXPENDITURES	2,394,410	2,361,000	2,320,500	(40,500)	(1.7%)
1905 COUNTYWIDE COST ALLOCATION PLA	(4,440,050)	(4,708,005)	(4,408,762)	299,243	(6.4%)
6730 OTHER PUBLIC DEFENSE	3,806,174	3,160,661	3,375,607	214,946	6.8%
6800 C M F CASES	339,009	375,419	450,000	74,581	19.9%
6901 2011 REALIGNMENT-ADMINISTRATIO	84,896	70,844	159,574	88,730	125.2%
APPROPRIATIONS					
1750 PROMOTION	178,922	158,886	152,550	(6,336)	(4.0%)
1903 GENERAL EXPENDITURES	162,249,146	176,644,709	175,048,681	(1,596,028)	(0.9%)
1905 COUNTYWIDE COST ALLOCATION PLA	(4,440,050)	(4,708,005)	(4,408,762)	299,243	(6.4%)
1906 GENERAL FUND OTHER-DEBT SERV	2,018,709	2,019,747	2,061,324	41,577	2.1%
2400 GRAND JURY	116,410	135,055	136,913	1,858	1.4%
6730 OTHER PUBLIC DEFENSE	3,806,174	3,160,661	3,375,607	214,946	6.8%
6800 C M F CASES	362,322	331,252	449,022	117,770	35.6%
6901 2011 REALIGNMENT-ADMINISTRATIO	84,896	134,574	159,574	25,000	18.6%
NET CHANGE					
1750 PROMOTION	178,922	158,886	151,495	(7,391)	(4.7%)
1903 GENERAL EXPENDITURES	159,854,736	174,283,709	172,728,181	(1,555,528)	(0.7%)
1905 COUNTYWIDE COST ALLOCATION PLA	0	0	0	0	0.0%
1906 GENERAL FUND OTHER-DEBT SERV	2,018,709	2,019,747	2,061,324	41,577	2.1%
2400 GRAND JURY	116,410	135,055	136,913	1,858	1.4%
6730 OTHER PUBLIC DEFENSE	0	0	0	0	0.0%
6800 C M F CASES	23,313	(44,167)	978	43,189	(97.8%)
6901 2011 REALIGNMENT-ADMINISTRATIO	0	63,730	0	(63,730)	(100.0%)

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

FUNCTION AND RESPONSIBILITIES

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments:

- Published the *2018 Index of Economic and Community Progress* in May 2019 that addressed the changing Solano County economy, focusing on jobs, housing and population trends. The *Index* was prepared by Economic Forensics and Analytics as a project of the County Administrator's Office in partnership with the Solano Economic Development Corporation (EDC).
- The 2018 Solano County State Fair exhibit – entitled "Reach for the Stars," stood nearly twenty-five feet tall and promotes a positive image of the County's rich agricultural history, industry, arts and entertainment, recreation and tourism destinations to tens of thousands of fairgoers who visited the California State Fair each day through a unique and engaging display. The exhibit won multiple awards, including the Gold Award and the Best Agricultural Presentation Award.
- In April 2018, the Board of Supervisors authorized transmittal of a letter of support to the U.S. Economic Development Administration in support of the final Vision, Goals and Objectives of the Bay Area Regional Comprehensive Economic Development Strategy and for establishment of a Bay Area Economic Development District. The goal of establishing this District is to promote regional economic collaboration and improve access to grants and technical assistance which can be of benefit to the County.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $1,055 or 100.0% in revenues and a decrease of $6,336 or 4.0% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the Net County Cost decreased by $7,391 or 4.7%.

Primary Funding Sources

The primary funding sources for the Department are County General Fund and revenues from grants. In FY2019/20 the increase of $1,055 or 0.0% in revenues is the result of a credit in Charges for Services of Countywide Administrative Overhead.

Primary Costs

The FY2019/20 Recommended Budget includes the following significant projects:

- $45,000 contribution to the Solano Economic Development Corporation (EDC) for the continued implementation of the "Solano Means Business" economic development campaign.
- $35,000 as the County's share of the Farmbudsman program.
- $25,000 for Economic Development projects relating to Business Retention, Expansion and Attraction.
- $20,000 for a comprehensive contract to design, construct and staff a Solano County exhibit at the 2019 California State Fair.
- $20,000 for economic development studies to produce the *2018 Index of Economic and Community Progress*.
- $5,000 for the cost of promotional campaigns and projects that market the County throughout the region.

Contracts

None requiring Board Action.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	0	0	1,055	1,055	100.0%
TOTAL REVENUES	**0**	**0**	**1,055**	**1,055**	**100.0%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	174,199	152,550	152,550	0	0.0%
OTHER CHARGES	4,627	6,336	0	(6,336)	(100.0%)
INTRA-FUND TRANSFERS	95	0	0	0	0.0%
TOTAL APPROPRIATIONS	**178,922**	**158,886**	**152,550**	**(6,336)**	**(4.0%)**
NET COUNTY COST	**178,922**	**158,886**	**151,495**	**(7,391)**	**(4.7%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

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

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	434	0	0	0	0.0%
FINES, FORFEITURES, & PENALTY	1,162,918	1,122,000	1,085,500	(36,500)	(3.3%)
CHARGES FOR SERVICES	1,231,058	1,239,000	1,235,000	(4,000)	(0.3%)
TOTAL REVENUES	**2,394,410**	**2,361,000**	**2,320,500**	**(40,500)**	**(1.7%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	6,584,608	1,500,000	1,500,000	0	0.0%
SERVICES AND SUPPLIES	509,580	1,134,396	1,194,813	60,417	5.3%
OTHER CHARGES	9,463,720	9,490,832	9,445,832	(45,000)	(0.5%)
OTHER FINANCING USES	145,691,103	164,519,481	163,308,036	(1,211,445)	(0.7%)
INTRA-FUND TRANSFERS	135	0	0	0	0.0%
TOTAL APPROPRIATIONS	**162,249,146**	**176,644,709**	**175,448,681**	**(1,196,028)**	**(0.7%)**
NET COUNTY COST	**159,854,736**	**174,283,709**	**173,128,181**	**(1,155,528)**	**(0.7%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget represents a decrease of $40,500 or 1.7% in revenues and decrease of $1,196,028 or 0.7% in appropriations when compared to the FY2018/19 Adopted Budget. The Net County Cost decreased by $1,155,528 or 0.7%.

The appropriations decreased by $1,196,028 which is primarily the net result of a decrease of $1,211,445 in Other Financing Uses, and a decrease of $45,000 in Other Charges. These decreases are partially offset by a $60,417 increase in Services and Supplies. The appropriations include the following:

Accrued Leave Payoff allocation of $1,500,000, which is in-line with the FY2018/19 Adopted Budget. This appropriation is funded by the General Fund Reserve for Accrued Leave Payoff to cover payoffs to employees retiring or separating from County service and is used when a Department's operating budget is unable to absorb the cost.

Services and Supplies include the following appropriations:

- $215,200 for technology investments to fund automation projects in County departments that promote efficiency through the use of technology.
- $314,863 for the County's share of LAFCo's costs per the MOU with LAFCo for FY2019/20 Budget.
- $330,000 for contracted and other professional services for management reviews, organizational studies and other services that may be required to identify or implement opportunities for efficiencies in Departments.
- $134,750 for the cost of the Solano County Volunteer Coordinator contract through June 30, 2020.
- $200,000 for the re-budgeting of the purchase and implementation of new budget software to promote efficiency in the budget process, which was not able to be completed in FY2018/19.

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

- $8,174,426 for the required Maintenance of Effort (MOE) to the Trial Court.

- $1,054,115 for the County Facility Payment MOE to the Trial Court.
- $217,291 for General Fund Contribution to Non-County Agencies, which includes the following:
  - $130,325 contribution to CASA of Solano County to provide for ongoing operational support necessary to address case load.
  - $86,966 contribution to the Solano County Superior Court for a Legal Process Clerk II ($71,363), and a 1/3 FTE Case Manager for the Veterans Court ($15,603).
  - Additional General Fund Contributions to Non-County Agencies are reflected in the respective Department budgets responsible for administering the contributions and related services. A detail of the Non-County Contributions will be provided in the FY2019/20 Supplemental Budget prior to Budget Hearings.

Other Financing Uses reflects the General Fund Contributions to other Non-General Fund County Departments totaling $163,308,036 a decrease of $1,211,445 when compared to the FY2019/20 Adopted Budget as noted below:

Public Safety Fund

The General Fund Contribution of $126,254,680 to the Public Safety Departments, Fund 900, increased by $6,195,055 or 5.2% and is the net result of the following:

- Sheriff's Office: $65,451,024 General Fund Contribution which represents a $3,572,632 increase primarily the result of increases in labor costs, liability insurance, inmate medical costs, and Countywide Administrative Overhead.
- Probation: $23,601,948 General Fund Contribution which represents a decrease of $14,948 primarily the result of reductions in building improvements and insurance costs.
- District Attorney: $14,837,069 General Fund Contribution which represents a $1,112,062 increase to the District Attorney, primarily due to increases in labor costs, liability insurance, and Countywide Administrative Overhead.
- Public Defender: $13,984,275 General Fund Contribution which represents a $646,610 increase. The increased need for General Fund support is primarily the result of increased labor costs.
- Alternate Public Defender: $5,004,757 General Fund Contribution which represents a $663,753 increase. The Alternate Public Defender does not receive other revenues. The increased need for General Fund support is primarily the result of increased labor costs.
- Other Public Defense: $3,375,607 in General Fund Contribution which represents an increase of $214,946 due to a higher projection of expenditures for Court-appointed private attorney services.

Public Safety revenues, including Proposition 172 and AB 109 funding are largely dependent on sales tax generated statewide. In the past, these revenue sources have been utilized to defray some Public Safety department program cost increases, thereby offsetting a portion of the cost increases and the General Fund Contribution. In FY2019/20 the County Administrator in coordination with Public Safety departments are monitoring these revenue sources closely. For more detail see Public Safety section of the Budget.

Health & Social Services Fund

The General Fund Contribution to Health and Social Services (H&SS), Fund 902, of $20,352,749 reflects a $4,659,681 decrease when compared to the FY2018/19 Adopted Budget. The decrease is primarily due to the following:

- Decrease due to the one-time transfer of $4,000,000 in County General Fund funded by SB 90 Revenue from the State, to establish a Mental Health Reserve and a Permanent Supportive Housing Reserve in FY2018/19.
- Decrease of $1,571,321 due to the payoff of the 2009 Certificates of Participation, representing the debt service used to acquire a 4.89-acre parcel of undeveloped land to construct the Health and Social Services Administration building.
- Decrease of $446,334 in Assistance programs, primarily foster case, CalWORKs, and General Assistance.
- The above decreases are partially offset by an increase of $1,356,712 in Social Services programs for increased Cal Fresh costs due to the Cal Fresh waiver phase-out and to continue funding SSI advocacy efforts.

Additional transfers to H&SS – Administration, Public Health, and Social Services of $618,774 represent a General Fund Contribution to Non-County Agencies to fund various contracts. Further details for the Board's consideration will be included in the Supplemental Budget document and addressed during Budget Hearings.

IHSS Public Authority Fund

The General Fund Contribution to Fund 152, IHSS Public Authority of $7,983,420 increased by $1,071,887 from $6,911,533 in FY2018/19 due to 7% inflation factor applied to the IHSS Maintenance of Effort (MOE).

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

- $250,000 to (Fund 060 – BU 1830) to fund increase costs in Risk Management for unforeseen litigation exposure.
- $500,000 to (Fund 107 – BU 1820) to fund additional projects at the Solano County Fairgrounds.
- $5,678,000 to (Fund 006 - BU 1700) to fund capital projects and deferred maintenance for various projects. Funded projects represent available resources to fund new projects and previously authorized projects to support the County's Capital Improvement Plan (CIP). (See the Accumulated Capital Outlay (BU 1700) for more detail). Funding source for transfer is the General Fund Capital Renewal Reserves.
- $316,371 to (Fund 004 - BU 6300) – Library for the Library Director's salaries and employee benefits in accordance with Education Code §19147.
- $471,248 to (Fund 016 - BU 7000) - Parks & Recreation which reflects the County's share of cost for operation of the Parks supported by the General Fund.
- $616,560 to (Fund 151 - BU 1570) - First 5 for contract services and direct services to the Family Resource Centers and Local Child Care Planning Councils.
- $136,371 to (Fund 216 – BU 2160) – Area Agency on Aging for $173,371 for Solano County's 25% share of cost and overmatch.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

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 $299,243 or 6.4% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. The net offset for FY2019/20 is $4,408,762. The offset can vary from year to year depending on the level and cost of the services provided between General Fund departments when calculated and accounted for by the Auditor-Controller in the preparation of the annual mandated Countywide Administrative Overhead.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	(4,440,050)	(4,708,005)	(4,408,762)	299,243	(6.4%)
TOTAL REVENUES	**(4,440,050)**	**(4,708,005)**	**(4,408,762)**	**299,243**	**(6.4%)**
APPROPRIATIONS					
OTHER CHARGES	(4,440,050)	(4,708,005)	(4,408,762)	299,243	(6.4%)
TOTAL APPROPRIATIONS	**(4,440,050)**	**(4,708,005)**	**(4,408,762)**	**299,243**	**(6.4%)**
NET COUNTY COST	**0**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

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

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

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

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $41,577 or 2.1% in appropriations when compared to the FY2018/19 Adopted Budget. This represents the General Fund share of the principal and interest payments on the 2017 COPs ($2,016,354), and the 2013 COPs ($44,970).

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

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
OTHER FINANCING USES	2,018,709	2,019,747	2,061,324	41,577	2.1%
TOTAL APPROPRIATIONS	**2,018,709**	**2,019,747**	**2,061,324**	**41,577**	**2.1%**
NET COUNTY COST	**2,018,709**	**2,019,747**	**2,061,324**	**41,577**	**2.1%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DEPARTMENTAL PURPOSE

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

FUNCTION AND RESPONSIBILITIES

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The Solano County Grand Jury anticipates issuing 8 reports which will be released later in June 2019.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $1,858 or 1.4% in appropriations when compared to the FY2018/19 Adopted Budget. The major factors leading to the increase in the FY2019/20 budget is an increased cost of $4,899 in the County's Central Data Processing Services, mostly offset by a decrease of $3,031 in the Countywide Administrative Overhead costs.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SERVICES AND SUPPLIES	94,815	114,219	119,108	4,889	4.3%
OTHER CHARGES	21,040	20,086	17,055	(3,031)	(15.1%)
INTRA-FUND TRANSFERS	555	750	750	0	0.0%
TOTAL APPROPRIATIONS	**116,410**	**135,055**	**136,913**	**1,858**	**1.4%**
NET COUNTY COST	**116,410**	**135,055**	**136,913**	**1,858**	**1.4%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The unpredictable cost for mileage reimbursement of grand jurors (rate per mile set by the Internal Revenue Service) impacts the budget if the total allocated funds remain static. Ongoing expenses in the form of per diem and mileage reimbursement for active jurors vary from year to year depending on where the jurors are located and whether they choose to submit claims for their reimbursable expenses. This creates budget forecast challenges because the Grand Jury is selected after the Recommended Budget is completed.

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

DEPARTMENTAL PURPOSE

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

FUNCTION AND RESPONSIBILITIES

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

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of $214,946 or 6.8% in both revenues and appropriations when compared to FY2018/19 Adopted Budget and is funded by the County General Fund. The increase in Net County Cost is primarily due to an increase in the number of cases assigned to Court-appointed private attorney services.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
GENERAL FUND CONTRIBUTION	3,806,174	3,160,661	3,375,607	214,946	6.8%
TOTAL REVENUES	**3,806,174**	**3,160,661**	**3,375,607**	**214,946**	**6.8%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	58,558	303,495	189,311	(114,184)	(37.6%)
SERVICES AND SUPPLIES	3,642,491	2,815,505	3,117,298	301,793	10.7%
OTHER CHARGES	103,418	41,661	65,585	23,924	57.4%
OTHER FINANCING USES	1,707	0	3,413	3,413	0.0%
TOTAL APPROPRIATIONS	**3,806,174**	**3,160,661**	**3,375,607**	**214,946**	**6.8%**
NET CHANGE	**(0)**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

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.

DEPARTMENTAL PURPOSE

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

FUNCTION AND RESPONSIBILITIES

The California Department of Corrections and Rehabilitation operates two institutions within Solano County, the California Medical Facility and Solano State Prison, which together house more than 5,000 inmates. The District Attorney prosecutes crimes committed on the grounds of the facilities, while the County is also responsible for ensuring the accused's defense.

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

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $74,581 or 19.9% in revenues and an increase of $117,770 or 35.6% in appropriations when compared to the FY2018/19 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 net increase in appropriations is primarily a result of an increase in the need for professional and legal services due to the increase in the severity of cases at the California Medical Facility and Solano State Prison.

Contracts

None requiring Board action.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	339,009	375,419	450,000	74,581	19.9%
TOTAL REVENUES	**339,009**	**375,419**	**450,000**	**74,581**	**19.9%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	355,288	320,729	438,000	117,271	36.6%
OTHER CHARGES	7,034	10,523	11,022	499	4.7%
TOTAL APPROPRIATIONS	**362,322**	**331,252**	**449,022**	**117,770**	**35.6%**
CHANGE IN FUND BALANCE	**23,313**	**(44,167)**	**(978)**	**43,189**	**(97.8%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

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

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

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

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $88,730 or 125.2% in revenues and $25,000 or 18.6% increase in appropriations when compared to the FY2018/19 Adopted Budget, funded entirely by one-time AB 109 planning funds. The Recommended Budget includes $93,971 which will be provided to the Superior Court of California County of Solano for partial funding of the Court's Collaborative Court Manager and $15,603 for partial funding of the Veterans Court Case Manager. The Budget also includes $50,000 allocated for the continued implementation of the Board approved 2011 Local Realignment Implementation Plan funded by the allocation of one-time funds from the State.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	84,896	70,844	159,574	88,730	125.2%
TOTAL REVENUES	**84,896**	**70,844**	**159,574**	**88,730**	**125.2%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	299	50,000	50,000	0	0.0%
OTHER CHARGES	84,598	84,574	109,574	25,000	29.6%
TOTAL APPROPRIATIONS	**84,896**	**134,574**	**159,574**	**25,000**	**18.6%**
NET CHANGE	**0**	**63,730**	**0**	**(63,730)**	**(100.0%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

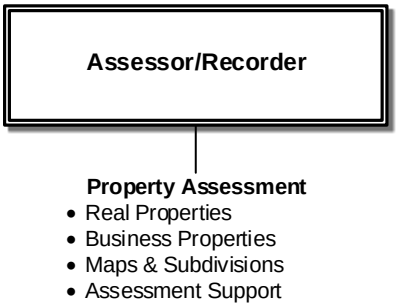
SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The State allocation of AB 109 funding is dependent on the statewide sales tax and Vehicle License Fees (VLF) collections. In FY2019/20 the State allocation of funds to Solano County remains insufficient to cover AB 109 associated program costs. To balance the AB 109 budget the programming of services and staff in department budgets for Sheriff, Probation, Public Defender, District Attorney and Health and Social Services rely on the use of one-time unspent carryforward AB 109 revenue from prior years. The continued use of unspent carryforward to balance the budget in future years is unsustainable. In an effort to align

appropriations for programs and services with ongoing revenues, affected County departments continue to identify budget reductions and monitor annual revenue allocations. Further adjustments may have to be made to this budget in FY2019/20 based on actual FY2018/19 year-end figures and funding included in the State's Adopted FY2019/20 Budget.



DEPARTMENTAL PURPOSE

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

Budget Summary:	
FY2018/19 Midyear Projection:	7,321,856
FY2019/20 Recommended:	7,575,127
County General Fund Contribution:	4,143,127
Percent County General Fund Supported:	54.7%
Total Employees (FTEs):	40

FUNCTION AND RESPONSIBILITIES

The County Assessor annually identifies, locates, inspects, analyzes and estimates the assessed value of approximately 146,000 parcels, 7,500 business properties, 7,000 boats, 1,300 manufactured homes, and 250 aircraft located in the County. Additionally, the County Assessor reviews approximately 20,000 parcels from recorded documents, with full or partial ownership changes, analyzes legal descriptions, and verifies accurate ownership; performs annually approximately 62 mandatory audits; 600 Possessory Interest properties, 116 government-owned properties, and 2,200 California Land Conservation (Williamson) Act properties; responds to written appeals from property owners contesting the taxable value of their property; receives, examines and processes applications from taxpayers requesting property tax exemptions (homeowners, disabled veterans and non-profits); maintains a complete set of assessment maps geographically identifying all real property within the County.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments:

- The close of property tax year ending June 30, 2018 saw approximately 3,310 properties removed from Proposition 8 status (23% decrease over last year), which brings the estimated remaining on Proposition 8 status to 11,120 properties whose values remain temporarily reduced due to the decline of the real estate market. Proposition 8 requires the Assessor to value property at the lesser of market value or factored base year value, also known as Proposition 13 value.
- Continued success using the automated valuation model (AVM) software program to assist in the review of residential properties for adjustments to current assessed values.
- Completed 15,000 changes in ownership and new construction valuations, and 188 assessment appeals settled.
- Continued to offer online e-filing for Solano County Business Property Statements. The SDR site that hosts the e-filing is a complete online solution for filing business property statements for the State of California. It is a secured and controlled County government website. All businesses were sent secure registration numbers along with their paper business property statements in order to participate in e-filing.

- Moved toward paperless processing by scanning incoming correspondence and forms and utilizing Official Recorded Document images instead of printed copies for the ownership change process.
- Participated in the initial phases for implementing the new Thomson Reuters' Aumentum Property Tax System. Also, hired additional limited-term staff to aid in documenting the current Solano County Integrated Property Tax System (SCIPS) in anticipation of Phase 0, data mapping, data cleansing and transfers to the new Aumentum System.

WORKLOAD INDICATORS

- Performed annual review of 11,100 residential parcels and approximately 600 non-residential property types for Proposition 8 valuation purposes.
- Review, analyze and defend enrolled assessed values of 188 residential and non-residential properties under appeal by property owners.
- Continued high volume of customer inquiries due to real estate market activity and changes in market values.
- Review and process 5,200 business property statements, 2,600 of which were submitted through e-filing, to determine unsecured assessments, assess 3,500 boats and 250 aircraft and conduct approximately 62 required business audits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
PROPERTY ASSESSMENT	3,388,713	3,320,795	3,432,000	111,205	3.3%
TOTAL REVENUES	**3,388,713**	**3,320,795**	**3,432,000**	**111,205**	**3.3%**
APPROPRIATIONS					
PROPERTY ASSESSMENT	6,253,228	7,535,041	7,575,127	40,086	0.5%
TOTAL APPROPRIATIONS	**6,253,228**	**7,535,041**	**7,575,127**	**40,086**	**0.5%**
NET COUNTY COST					
PROPERTY ASSESSMENT	2,864,514	4,214,246	4,143,127	(71,119)	(1.7%)
NET COUNTY COST	**2,864,514**	**4,214,246**	**4,143,127**	**(71,119)**	**(1.7%)**

STAFFING					
PROPERTY ASSESSMENT	38	40	40	0	0.0%
TOTAL STAFFING	**38**	**40**	**40**	**0**	**0.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $111,205 or 3.3% in revenues and an increase of $40,086 or 0.5% in appropriations when compared to FY2018/19 Adopted Budget. As a result, the Net County Cost decreased by $71,119 or 1.7%.

Primary Funding Sources

The primary funding sources for the Department are General Fund, which comprises of $4,143,127 or 54.7% and Charges for Services, which comprises of $3,432,000 or 45.3% of the Recommended Budget.

The FY2019/20 Recommended Budget includes a $111,205 or 3.3% increase in revenues primarily due to increase in Charges for Services resulting from increased share in the Assessor's portion of the 5% of supplemental tax billing for the administration of the supplemental tax process. The projected revenue for administration of the supplemental tax process is $720,000 an increase of $145,000 or 25.2%, indicating an anticipated growth in supplemental tax billings for FY2019/20. Reimbursement made by Department of Information Technology (DoIT) for the anticipated labor cost of a dedicated Aumentum project staff associated with the Solano County Integrated Property System (SCIPS) replacement project decreased by $34,000.

Primary Costs

The FY2019/20 Recommended Budget includes a $40,086 or 0.5% increase in appropriation. The budget reflects an increase in Salaries and Employee Benefits primarily due to increased benefit costs. Increases in Services and Supplies are due to Liability Insurance and SCIPS-DP service rates, as well as additional costs for online tools needed to calculate accurate assessments. Intrafund Transfers reflect an increase representing the Department's portion of the Salaries and Benefits of the Department Head, Assistant Department Head and Office Coordinator. These increases are offset by the decrease in Other Charges which represents the Countywide Admin Overhead resulting from decreased charges from Central Services Departments particularly, County Counsel and General Services.

Contracts

The FY2018/19 Recommended Budget includes a total of $500,000 or 6.6% in contracted services which include the following significant contracts:

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

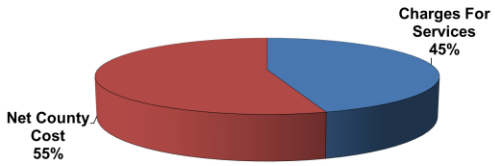
Fixed Assets

None.

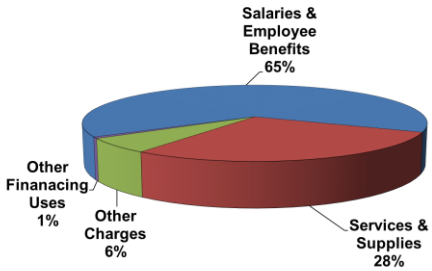
DEPARTMENT COMMENTS

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

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	3,211,729	3,320,795	3,432,000	111,205	3.3%
MISC REVENUE	176,984	0	0	0	0.0%
TOTAL REVENUES	**3,388,713**	**3,320,795**	**3,432,000**	**111,205**	**3.3%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	4,389,996	4,989,606	4,998,846	9,240	0.2%
SERVICES AND SUPPLIES	1,427,321	2,145,554	2,191,259	45,705	2.1%
OTHER CHARGES	465,222	555,227	483,182	(72,045)	(13.0%)
OTHER FINANCING USES	130,250	50,001	49,299	(702)	(1.4%)
INTRA-FUND TRANSFERS	(159,562)	(205,347)	(147,459)	57,888	(28.2%)
TOTAL APPROPRIATIONS	**6,253,228**	**7,535,041**	**7,575,127**	**40,086**	**0.5%**
NET COUNTY COST	**2,864,514**	**4,214,246**	**4,143,127**	**(71,119)**	**(1.7%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

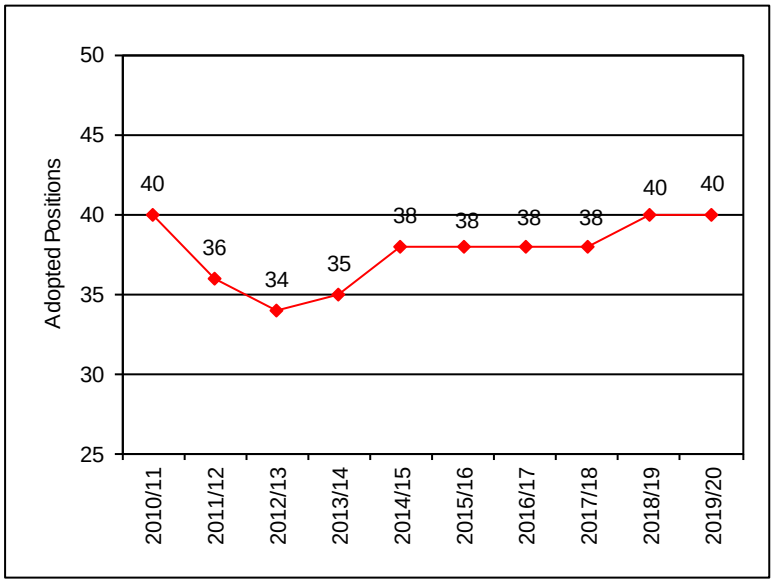
None.

SUMMARY OF POSITION CHANGES

The FY2019/20 Recommended Budget includes the proposed position changes funded by the DOIT - SCIPS Replacement Project:

- Delete 1.0 FTE Office Assistant II Limited-Term to 06/30/2021
- Add 1.0 FTE Office Assistant III Limited-Term to 06/30/2021 (TBD)

STAFFING TREND

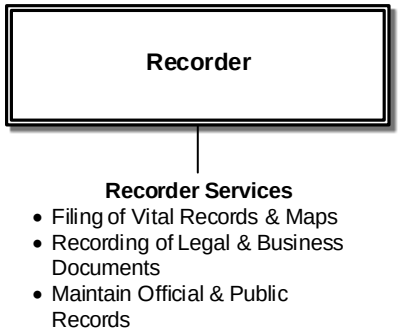


PENDING ISSUES AND POLICY CONSIDERATIONS

The Assessor/Recorder, Auditor-Controller and Treasurer/Tax Collector/County Clerk continue to work with DoIT to replace the Solano County Integrated Property System and approved by the Board of Supervisors in FY2016/17. This project is in the initial phase of a multiyear project with an expected project cost of $10 million.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
2909 RECORDER	1,881,332	2,006,500	1,857,500	(149,000)	(7.4%)
4000 RECORDER SPECIAL REVENUE	813,122	859,000	799,500	(59,500)	(6.9%)
APPROPRIATIONS					
2909 RECORDER	1,880,032	2,057,595	2,001,013	(56,582)	(2.7%)
4000 RECORDER SPECIAL REVENUE	766,045	674,200	841,900	167,700	24.9%
NET CHANGE					
2909 RECORDER	(1,300)	51,095	143,513	92,418	180.9%
4000 RECORDER SPECIAL REVENUE	(47,077)	(184,800)	42,400	227,200	(122.9%)

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



DEPARTMENTAL PURPOSE

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

Budget Summary:	
FY2018/19 Midyear Projection:	1,940,790
FY2019/20 Recommended:	2,001,013
County General Fund Contribution:	143,513
Percent County General Fund Supported:	7.2%
Total Employees (FTEs):	14

FUNCTION AND RESPONSIBILITIES

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

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

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

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments:

- The Recorder's Office indirectly supports health and public safety programs by collecting revenues on their behalf. In 2018, the Recorder's Office collected $13,800 for the State of California's Family Law Trust Fund, $38,400 for the County's Office

of Family Violence Prevention and $80,200 for the County's Children's Trust, which funds child neglect and abuse prevention and intervention programs. Also collected was $313,900 for the Trial Court Fund to help State court operating costs, $553,500 for the District Attorney's Real Estate Fraud Prosecution Fund, and $3.7 million for the State Controller for the Building Homes and Jobs Act. The Recorder's Office collected Property Transfer Tax fees on behalf of the County and its cities in the amount of $7.7 million.

- The Recorder's Office continues to aid the District Attorney in the expansion of the Real Estate Fraud Prosecution Fund. Pursuant to Government Code section 27388, State Bill 1342, the County Board of Supervisors approved the District Attorney's permanent increase of the Real Estate Fraud Fee to $10.00 effective November 3, 2015, which applied to 58 types of documents. The Recorder's Office examines each document to determine the qualifications and distributes the fee to the District Attorney's Office. In 2018, the fee was applied to 61,000 of the over 99,000 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 2018 a total of 1,400 social security numbers were redacted from current official documents. The Recorder has let the collection of the Social Security Truncation fee sunset. However, the Recorder continues to dedicate staff time and effort to continue truncating all social security numbers recorded with the Department.
- The Solano County Recorder continues the historic records restoration project where official records dating back to 1850 were restored, preserved, and digitized. Approximately 170 volumes of historic indexes went through imaging and the preservation process, and the Recorders Office intends to continue the project into the new fiscal year.
- In September 2017, the Governor signed into law Senate Bill 2 Building Homes and Jobs Act, which requires the County recorder to collect a fee on real estate instruments, paper or notices on behalf of the State of California. These funds will be dedicated to the development of affordable housing throughout the State. On January 1, 2018, the Recorder began collecting the SB 2 fee on all qualifying official records and recordings and has since collected the fee on 52,000 official documents.
- In FY2018/19 the Recorder's Office began accepting and processing documents electronically as authorized by the Board of Supervisors on April 11, 2017. To facilitate the processing of electronic documents the Assessor/Recorder executed a Joint Powers Agreement with the California Electronic Recording Network Authority (CERTNA), under the oversight of State Department of Justice (DOJ). Since July 2018 the Recorder's Office accepted and processed over 10,000 documents electronically.

WORKLOAD INDICATORS

- In FY2018/19, the Department examined, recorded, indexed, and verified over 99,000 documents.
- In FY2018/19, approximately 18,300 official birth, death, and marriage certificates were issued as well as over 5,500 certified copies of official records.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $149,000 or 7.4% in revenues and a decrease of $56,582 or 2.7% in appropriations when compared to FY2018/19 Adopted Budget. As a result, the Net County Cost is increased by $92,418.

Primary Funding Sources

The primary funding source for the Department is Charges for Services, which comprises $1,831,000 or 98.6% of the total revenue representing the Recording Fees for the recording of official documents.

The FY2019/20 Recommended Budget includes a $149,000 or 7.4% decrease in revenues primarily due to a reduction in Official Documents being recorded.

Primary Costs

The FY2018/19 Recommended Budget includes a $56,582 or 2.7% net decrease in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of $20,108 or 1.4% resulting from an increase in health and retirement costs.
- Services and Supplies reflect an increase of $1,681 or 0.9% primarily due to an increase in Liability Insurance Costs.
- Other Charges reflect a decrease of $4,115 or 2.2%, due to decreases in Countywide Administration Overhead.
- Intrafund Transfers reflect a decrease of $73,888 or 26.0% for a decrease in the share of the Department's portion of the salaries and employee benefits of the Department Head, Assistant Department Head and Office Coordinator and a decrease in postage due to the implementation of Electronic Recording.

Contracts

None.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	1,853,368	1,970,000	1,831,000	(139,000)	(7.1%)
MISC REVENUE	23,430	36,500	26,500	(10,000)	(27.4%)
OTHER FINANCING SOURCES	4,534	0	0	0	0.0%
TOTAL REVENUES	**1,881,332**	**2,006,500**	**1,857,500**	**(149,000)**	**(7.4%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,312,830	1,391,241	1,411,349	20,108	1.4%
SERVICES AND SUPPLIES	177,031	181,340	183,021	1,681	0.9%
OTHER CHARGES	134,713	186,950	182,835	(4,115)	(2.2%)
OTHER FINANCING USES	37,579	13,767	13,399	(368)	(2.7%)
INTRA-FUND TRANSFERS	217,879	284,297	210,409	(73,888)	(26.0%)
TOTAL APPROPRIATIONS	**1,880,032**	**2,057,595**	**2,001,013**	**(56,582)**	**(2.7%)**
NET COUNTY COST	**(1,300)**	**51,095**	**143,513**	**92,418**	**180.9%**

STAFFING					
RECORDER	14	14	14	0	0.0%
TOTAL STAFFING	**14**	**14**	**14**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The purpose of this special revenue fund is to recognize and account for the restricted use of fees collected as part of the Recorder's Office Micrographic, Modernization, Social Security Number (SSN) Truncation Program and Electronic Recording funds. Under the authority of Government Code sections 27361.4, 27361(c), 27361(d), 27388, and 27319 these funds allow for public reporting and provide the appropriate safeguards for taxpayer investments. Each fund's Budget Unit (BU) and use is described below.

- (BU 4001): The Micrographics fund defrays the cost of converting the Recorder's document storage system to micrographics. These funds are used only for the process of converting images to microfilm for archival purposes. Government Code section 27361.4
- (BU 4002): The Modernization fund is available solely to support, maintain, improve and provide for the full operation for modernized creation, retention and retrieval of information in the Recorder's system for recorded documents. Examples in the use of this fund is to enhance and maintain the document management system, upgrade computers used by staff and the general public, and for the purpose of training staff on the system. Government Code section 27361 (c)
- (BU 4003): The SSN Truncation Program fund is used for the creation and maintenance of the Recorder's SSN Truncation Program. This program protects Solano County citizens and the public from identity theft. Funds from this program are strictly dedicated to create and maintain a dual records system, containing two separate yet similar data bases, one for "Official Records" which contain Social Security Numbers but are exempt from the Public Records Act (except pursuant to a subpoena or Court Order), and the other for "Public Records" that are an exact copy of the "Official Records" except for a truncated Social Security Number. Government Code section 27361 (d)
- (BU 4005): The Electronic Recording Fund was created to collect the $1.00 fee per recorded document to support and administer an Electronic Recording Delivery System (ERDS). Govt Code 27391 Et Seq. enacted the Electronic Recording Delivery Act of 2004 (Act), authorizing a County recorder, upon approval by resolution of the Board of Supervisors and system certification by the Department of Justice, to establish an electronic recording delivery system for use by title companies, lending institutions and certified submitters who wish to avail of the electronic recording service. The Recorder implemented the program in FY2018/19 and collects the $1.00 fee per recorded instrument afforded by the Act.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $59,500 or 6.9% in revenues and an increase of $167,700 or 24.9% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the Fund Balance is decreased by $42,400.

Primary Funding Sources

The primary funding source for the budget is Charges for Services, which comprise of $671,000 or 83.9% of the total revenues.

The FY2019/20 Recommended Budget includes a $59,500 or 6.9% decrease in revenues primarily due to a reduction in Official Documents being recorded. The overall decrease was partially offset by the increase in revenue attributed to interest income.

Primary Costs

The FY2019/20 Recommended Budget includes a net $167,700 or 24.9% increase in appropriations due to a net increase of $217,700 in Services and Supplies primarily due to cost to cover the indexing and integration of images of historic official records into the Department's Recording System in order to make historic information easily searchable by the public. Decrease of $50,000 in Other Charges as the Recorder's small projects, the map room conversion and space reconfiguration have been completed.

Contracts

None.

Fixed Assets

None.

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

DEPARTMENT COMMENTS

None.

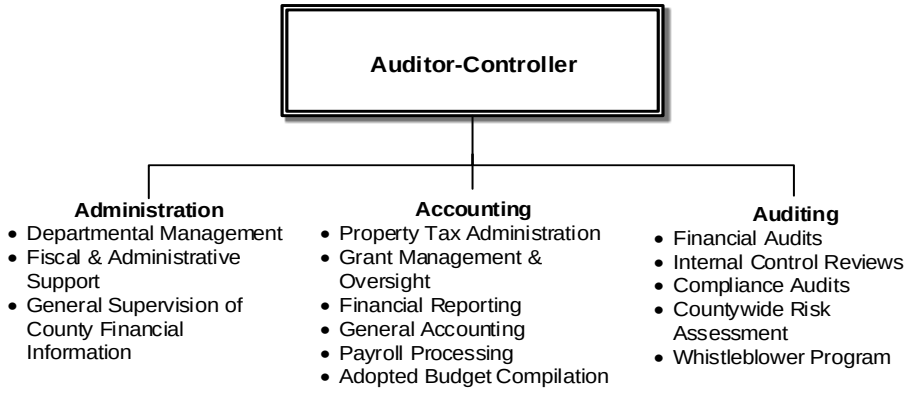
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	120,592	77,000	128,500	51,500	66.9%
CHARGES FOR SERVICES	684,437	782,000	671,000	(111,000)	(14.2%)
OTHER FINANCING SOURCES	8,093	0	0	0	0.0%
TOTAL REVENUES	**813,122**	**859,000**	**799,500**	**(59,500)**	**(6.9%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	711,728	624,200	841,900	217,700	34.9%
OTHER CHARGES	16,465	50,000	0	(50,000)	(100.0%)
F/A EQUIPMENT	33,318	0	0	0	0.0%
OTHER FINANCING USES	4,534	0	0	0	0.0%
TOTAL APPROPRIATIONS	**766,045**	**674,200**	**841,900**	**167,700**	**24.9%**
CHANGE IN FUND BALANCE	**(47,077)**	**(184,800)**	**42,400**	**227,200**	**(122.9%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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



DEPARTMENTAL PURPOSE

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

Budget Summary:	
FY2018/19 Midyear Projection:	5,300,045
FY2019/20 Recommended:	5,486,344
County General Fund Contribution:	(166,004)
Percent County General Fund Supported:	0%
Total Employees (FTEs):	37

FUNCTION AND RESPONSIBILITIES

The Auditor-Controller exercises general supervision of the financial information and accounts of all Departments, districts and agencies under the control of the Board of Supervisors. The Auditor-Controller exercises this authority through its Administrative, Accounting and Auditing functions. The Auditor-Controller develops and enforces accounting policies and procedures; enforces budgetary controls and other administrative policies; ensures financial reporting in accordance with County policies, State and federal laws, and Governmental Accounting Principles; processes payroll and related transactions for over 3,100 employees; calculates and processes all State Disability Insurance (SDI) integration for employees on disability leave; manages the debt service funds for all long-term debt of the County; manages the countywide Financial Information System, the PeopleSoft System (for payroll-related functions) and IntelliTime countywide time keeping system; administers the property tax apportionment system of the County; monitors all federal and State assistance; prepares the Countywide Cost Allocation Plan; performs audits, internal control reviews; administers the County's Whistleblower Program and promotes internal controls.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Worked with the Department of Information Technology (DoIT) to automate various processes:
  - Converted a number of OneSolution financial reports using COGNOS.
  - Developed a workflow to electronically route various accounting forms such as deposits and journal entries into the financial system.
  - Improved automation of CalPERS reporting.
- Worked with the Department of Health & Social Services to streamline annual fixed asset inventory and ongoing tracking.
- Continue to work with DoIT, Assessor/Recorder, and the Treasurer/Tax Collector/County Clerk to replace the County's existing property tax system, Solano County Integrated Property System (SCIPS). On April 4, 2017, the Board of Supervisors approved the replacement of SCIPS, a multiyear project, at an estimated cost of $10 million (excluding staff resources for project management and testing). The three user departments, in coordination with the Department of Information Technology, selected Thomson Reuters' Aumentum System to replace the aging SCIPS.
- An ongoing challenge includes administration of the payroll function as payroll laws, regulations and interpretations continue to change (FLSA, IRS, PEPRA, CalPERS, etc.) and impact the workload. The Payroll Division also administers two

countywide systems (PeopleSoft and IntelliTime) which further add to the daily challenges. Payroll continues to use extra-help support and overtime to meet these challenges. In addition, the Division also addresses responses to Public Records Act Requests and additional system changes. The overall complexity of payroll and reliance on technology has increased significantly over the years and has led to the Auditor-Controller's request for a Deputy Auditor-Controller over Payroll/Systems to address the organizational and daily challenges in Payroll and payroll related activities and reports.

- Recipient of two awards for excellence in financial reporting from the Government Finance Officers Association and the State Controller's Office. Continue to receive unqualified (clean) audit opinions on the County's Comprehensive Annual Financial Report.

WORKLOAD INDICATORS

During FY2018/19, the Department:

- Processed over 68,000 vendor claims, deposit permits, journal entries, contract encumbrances, encumbrance adjustments, appropriation transfers, and wire/electronic fund transfers into the financial system.
- Converted over 65,000 forms and the supporting documentation into an electronic format for countywide Department access.
- Processed over 90,000 payroll transactions, payroll and benefit adjustments, direct deposit changes, disability integration adjustments, provider payments, accrued leave payoffs, and COBRA payments.
- Administered the County tax apportionment process for over 1,000 countywide tax rate areas generating over $753 million in property taxes, which were calculated, allocated and paid to 75 taxing entities and over 50 ad valorem bonds to school districts, community colleges, special districts and cities. Administered over 384,000 special assessments levied by cities, agencies and special districts totaling $94 million. Researched, calculated, and paid over 1,300 property tax refunds.
- Administered the requirements under the laws for the monitoring and reporting on redevelopment dissolution. Distributed over $31.2 million to taxing entities pursuant to redevelopment pass-through agreements, $14.5 million to the six successor agencies for payment of recognized obligations and $67.6 million in residual balances to the taxing entities.
- Employed over 2,500 hours on Redevelopment Dissolution Act (ABX1 26). Effective July 1, 2018, the six successor agencies' oversight boards were eliminated, and a countywide consolidated oversight board was established pursuant to Health & Safety Code section 34179(j). The Auditor-Controller's Office provides staff support to this countywide consolidated oversight board.
- Employed over 3,800 hours of staff time to perform financial/compliance audits, process reviews, reviews of internal controls, and administration of the Whistleblower Program. The audit hours were allocated as follow:
    - 1,277 hours to Countywide Reviews and Other Activities
    - 1,024 hours to Mandated Financial Audits
    - 957 hours to Special Districts and Other Financial Audits
    - 561 hours to Health and Social Services

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ACO-ADMINISTRATION	20,504	23,000	23,000	0	0.0%
ACO-ACCOUNTING	4,391,661	4,661,843	4,707,895	46,052	1.0%
ACO-AUDITING	702,781	731,668	921,453	189,785	25.9%
TOTAL REVENUES	**5,114,946**	**5,416,511**	**5,652,348**	**235,837**	**4.4%**
APPROPRIATIONS					
ACO-ADMINISTRATION	20,504	161,000	23,000	(138,000)	(85.7%)
ACO-ACCOUNTING	4,131,349	4,430,407	4,627,371	196,964	4.4%
ACO-AUDITING	712,171	828,158	835,973	7,815	0.9%
TOTAL APPROPRIATIONS	**4,864,024**	**5,419,565**	**5,486,344**	**66,779**	**1.2%**
NET COUNTY COST					
ACO-ADMINISTRATION	0	138,000	-	(138,000)	(100.0%)
ACO-ACCOUNTING	(260,312)	(231,436)	(80,524)	150,912	(65.2%)
ACO-AUDITING	9,390	96,490	(85,480)	(181,970)	(188.6%)
NET COUNTY COST	**(250,922)**	**3,054**	**(166,004)**	**(169,058)**	**(5535.6%)**

STAFFING					
ACO-ADMINISTRATION	3	3	3	0	0.0%
ACO-ACCOUNTING	26	27	29	2	7.4%
ACO-AUDITING	5	5	5	0	0.0%
TOTAL STAFFING	**34**	**35**	**37**	**2**	**5.7%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $235,837 or 4.4% in revenues and an increase of $66,779 or 1.2% in appropriations when compared to FY2018/19 Adopted Budget. As a result, the Net County Cost decreased by $169,058 when compared to the FY2018/19 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 $3,660,095 reflect an increase of $250,377 or 7.3% from prior year primarily due to an increase in the Department's costs and an increase in the A87 reimbursement for actual costs (roll forward adjustment). Administrative Overhead revenues are received from County Departments for their allocated share of costs for accounting, financial and/or audit services provided by the Auditor-Controller's Office.
- Assessment and tax collection fees of $880,000 reflect a decrease of $14,000 or 1.6% from prior year. These revenues are for financial and accounting services provided to other funds, taxing entities and special districts and include the Property Tax Administration Fees (PTAF) charged to the local taxing entities excluding school districts that are exempt by law. The Auditor-Controller also recovers direct costs related to the Redevelopment Agencies (RDA) dissolution from the successor agencies of the former redevelopment agencies. See Other Charges for Services revenues below.
- Auditing and accounting fees of $396,323 reflect an increase of $28,555 or 7.8%. These are fees/charges for accounting and auditing services to special districts and other governmental agencies.
- Other Charges for Services revenues of $342,382 reflect a decrease of $88,512 or 23.4%. This revenue represents charges to redevelopment successor agencies for administrative support costs. FY2018/19 included charges resulting from the establishment of the Countywide Consolidated Oversight Board changing the level of effort and cost recovery for services.

- Revenues from Interfund Services of $324,474 reflect a net increase of $48,617 or 17.6%. These are revenues from non-General Fund Departments, such as Health and Social Services, First 5 Solano, Sheriff, Public Facilities Fee and East Vallejo Fire Protection District, for accounting, payroll and/or auditing services. This also include reimbursements for the labor associated with the SCIPS replacement.
- Revenues from Intrafund Services – Accounting and Audit of $171,669 reflect an increase of $2,304 or 1.4%. These revenues are from charges to the Treasury for required accounting and auditing services.

Primary Costs

The FY2018/19 Recommended Budget includes a $66,779 or 1.2% increase in appropriations due to the following:

- Salaries and Employee Benefits include a net increase of $41,459 or 0.9% from the FY2018/19 Adopted Budget. The net increase is primarily due to the following:
  - Salaries/wages/benefits are expected to increase by a net $274,711 due to a request for a Deputy Auditor-Controller and an Accounting Technician, Limited-Term, offset by savings due to reclassifying a Chief Deputy Auditor-Controller to Deputy Auditor-Controller. These position changes are requested due to workload and as part of the Department's transition and succession planning needs.
  - Reduction of Accrued Leave Payoff of $133,252 due to staff changes in FY2018/19.
  - Projected salary savings of $100,000 due to timing of filling vacant Accountant/Auditor, Limited-Term (for Aumentum Project support) and Deputy Auditor-Controller.
- Services and Supplies include a net increase of $25,458 or 3.8% primarily due to space reconfiguration for the new Deputy Auditor-Controller position requested in FY2019/20.

Contracts

The FY2019/20 Recommended Budget includes a total of $131,350 or 2.4% in contracted services, which includes accounting and financial services contracts primarily for audit services.

Fixed Assets

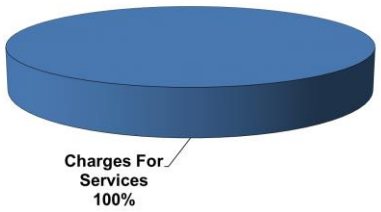
None

DEPARTMENT COMMENTS

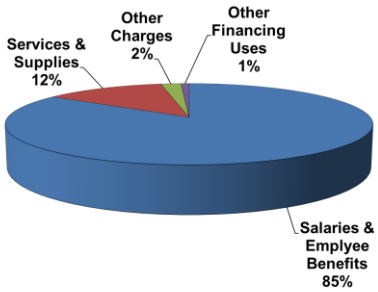
The Auditor-Controller performs countywide functions and enforces budgetary controls for the County budgeted appropriations of over $1.0 billion as reflected in the FY2018/19 Adopted Budget. The Department continues to work with DoIT to implement countywide technology solutions to improve efficiency 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.
- Replace the Solano County Integrated Property System with Thomson Reuters' Aumentum System, a more integrated and efficient system.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	8,813	7,500	8,500	1,000	13.3%
CHARGES FOR SERVICES	5,106,109	5,409,011	5,643,848	234,837	4.3%
MISC REVENUE	25	0	0	0	0.0%
TOTAL REVENUES	**5,114,946**	**5,416,511**	**5,652,348**	**235,837**	**4.4%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	4,171,728	4,727,032	4,768,491	41,459	0.9%
SERVICES AND SUPPLIES	609,549	678,609	704,067	25,458	3.8%
OTHER CHARGES	119,029	118,966	118,395	(571)	(0.5%)
OTHER FINANCING USES	119,878	44,923	46,830	1,907	4.2%
INTRA-FUND TRANSFERS	(156,160)	(149,965)	(151,439)	(1,474)	1.0%
TOTAL APPROPRIATIONS	**4,864,024**	**5,419,565**	**5,486,344**	**66,779**	**1.2%**
NET COUNTY COST	**(250,922)**	**3,054**	**(166,004)**	**(169,058)**	**(5535.6%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

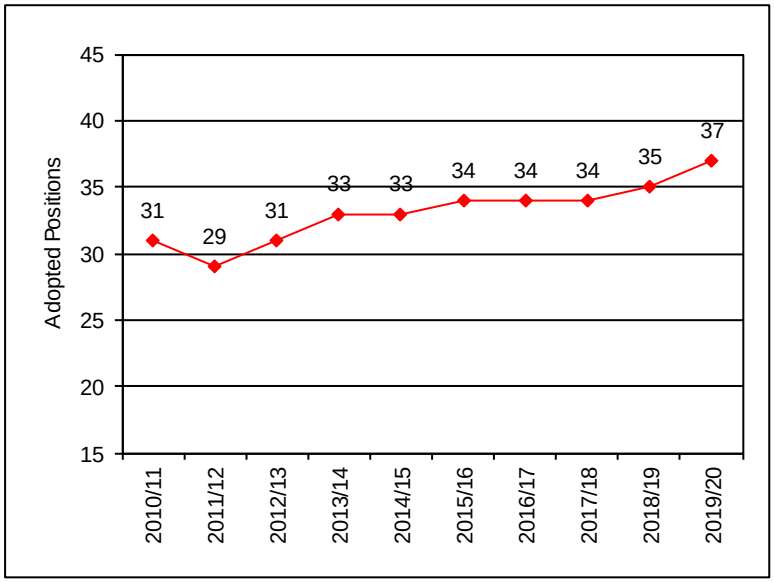
None.

SUMMARY OF POSITION CHANGES

The FY2019/20 Recommended Budget includes the following position changes:

- Add 1.0 FTE Deputy Auditor-Controller to manage the payroll and systems divisions funded by Countywide Administrative Overhead Revenue.
- Add 1.0 FTE Deputy Auditor-Controller to manage the financial reporting and general accounting divisions funded by Countywide Administrative Overhead Revenue.
- Delete 1.0 FTE Chief Deputy Auditor-Controller that supports financial reporting, general accounting and payroll and systems divisions.
- Add 1.0 Limited-Term Accounting Technician – Confidential, to expire June 30, 2022, to assist the Payroll Division to meet the increasing demands of the division while allowing for cross-training of key duties to meet the succession planning needs of this division funded by Countywide Administrative Overhead Revenue.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The Auditor-Controller, Treasurer/Tax Collector/County Clerk, and Assessor/Recorder continue to work with DoIT to replace the Solano County Integrated Property System approved by the Board of Supervisors in FY2016/17. The project is in the initial phase of a multiyear project with an expected project cost of $10 million

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1101 GENERAL REVENUE	183,469,685	189,429,153	193,340,492	3,911,339	2.1%
5908 COUNTY DISASTER	(196,517)	801,238	24,169	(777,069)	(97.0%)
8006 PENSION DEBT SERVICE FUND	13,586,548	7,106,946	7,554,516	447,570	6.3%
8037 2017 CERTIFICATES OF PARTICIPA	94,555,576	7,239,929	7,447,305	207,376	2.9%
8034 HSS ADMIN/REFINANCE SPHF	1,770,131	1,758,943	10,000	(1,748,943)	(99.4%)
8036 2013 COP ANIMAL CARE PROJECT	463,527	462,882	462,882	0	0.0%
APPROPRIATIONS					
1101 GENERAL REVENUE	245,627	500,000	300,000	(200,000)	(40.0%)
5908 COUNTY DISASTER	523,193	3,799	4,062	263	6.9%
8006 PENSION DEBT SERVICE FUND	8,782,528	4,303,090	4,443,911	140,821	3.3%
8037 2017 CERTIFICATES OF PARTICIPA	94,514,966	7,394,408	7,396,378	1,970	0.0%
8034 HSS ADMIN/REFINANCE SPHF	1,753,992	1,758,943	1,770,496	11,553	0.7%
8036 2013 COP ANIMAL CARE PROJECT	472,243	476,387	475,907	(480)	(0.1%)
NET CHANGE					
1101 GENERAL REVENUE	(183,224,058)	(188,929,153)	(193,040,492)	(4,111,339)	2.2%
5908 COUNTY DISASTER	719,710	(797,439)	(20,107)	777,332	(97.5%)
8006 PENSION DEBT SERVICE FUND	(4,804,020)	(2,803,856)	(3,110,605)	(306,749)	10.9%
8037 2017 CERTIFICATES OF PARTICIPA	(40,610)	154,479	(50,927)	(205,406)	(133.0%)
8034 HSS ADMIN/REFINANCE SPHF	(16,139)	0	1,760,496	1,760,496	0.0%
8036 2013 COP ANIMAL CARE PROJECT	8,716	13,505	13,025	(480)	(3.6%)

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

FUNCTION AND RESPONSIBILITIES

The General Revenue budget accounts for revenues not attributable to a specific County service or department. These revenues are the source of funding to support the County's general-purpose appropriations including mandated Maintenance of Effort contributions, mandated minimum levels of program service, general government programs and services, as well as other Board priorities.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a net increase of $3,911,339 or 2.1%, in revenues and a decrease of $200,000 or 40.0% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the net increase to the General Fund is $4,111,339 or 2.2%.

Primary Funding Sources

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

- $4,582,500 increase in Current Secured Property Taxes due to an estimated increase of 3.75% in assessed values from the FY2018/19 corrected assessment roll.
- $2,881,662 increase in Property Tax in Lieu due to an estimated increase of 3.75% in assessed values.
- $900,000 increase in Interest Income due to expected increase in average cash balance of the General Fund and higher interest yield.
- $870,000 increase in Operating Transfers-In resulting from the final closeout of the 2009 COP, and the return of excess Fund Balance.
- $714,750 increase in ABX1 26 Residual Taxes and $1,100,250 in ABX1 26 Pass-Through due to an estimated increase of 3.75% in assessed values.
- $430,000 increase in Sales and Use Taxes due to estimated 1.5% statewide growth in retail sales.
- $300,000 increase in Supplemental Taxes based on estimated growth due to new housing construction.
- $300,000 decrease in Unsecured Taxes as business property values are declining and no growth is anticipated.
- $400,000 decrease in disposal fees due to anticipated decline in municipal solid waste at the local landfills. The decrease is partial due to higher disposal fees in the prior year due to debris from the northern California wildfires.
- $7,163,353 decrease in SB 90 Claims reimbursement due to prior year receipt of one-time monies from the State for mandated cost reimbursements dating back to FY2001/02. These funds were allocated to Mental Health and permanent supportive housing reserves in Health and Social Services, and Accumulated Capital Outlay for Law & Justice and Communications projects.

Primary Costs

Appropriations of $300,000 include: $200,000 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.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	166,470,819	167,175,000	176,963,866	9,788,866	5.9%
LICENSES, PERMITS & FRANCHISE	621,535	600,000	600,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	2,373,537	1,601,000	2,501,000	900,000	56.2%
INTERGOVERNMENTAL REV STATE	1,511,828	8,617,153	1,445,126	(7,172,027)	(83.2%)
INTERGOVERNMENTAL REV FEDERAL	4,561	0	3,500	3,500	0.0%
INTERGOVERNMENTAL REV OTHER	106,889	106,000	107,000	1,000	0.9%
CHARGES FOR SERVICES	9,261,104	8,280,000	7,800,000	(480,000)	(5.8%)
MISC REVENUE	3,119,412	3,050,000	3,050,000	0	0.0%
OTHER FINANCING SOURCES	0	0	870,000	870,000	0.0%
TOTAL REVENUES	**183,469,685**	**189,429,153**	**193,340,492**	**3,911,339**	**2.1%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	59,846	50,000	50,000	0	0.0%
OTHER CHARGES	185,782	450,000	250,000	(200,000)	(44.4%)
TOTAL APPROPRIATIONS	**245,627**	**500,000**	**300,000**	**(200,000)**	**(40.0%)**
NET COUNTY COST	**(183,224,058)**	**(188,929,153)**	**(193,040,492)**	**(4,111,339)**	**2.2%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

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

2014 Napa Earthquake

On August 24, 2014, a 6.0 magnitude earthquake occurred at 3:20 a.m. in south Napa, California. Due to the scale of the event, the conditions creating and/or impacts of the emergency became such that the local resources could no longer cope with the effects of the emergency. The County Administrator proclaimed a local emergency pursuant to Government Code section 8630 and a resolution was adopted by the Board on August 26, 2014. Governor Brown issued an emergency proclamation proclaiming a state of emergency in relation to the South Napa earthquake and on September 11, 2014, President Obama declared California a major disaster, allowing for the provision of federal aid to assist with recovery efforts. On September 23, 2014, based on the estimated cost of damages incurred to County Facilities, the Board authorized the use of up to $2.0 million in General Fund Contingency to pay for damages on an interim basis until qualifying disaster funding could be obtained from the State or the Federal Emergency Management Agency (FEMA). Since that time, the County qualified for Presidentially Declared Disaster, Public Assistance - Disaster Grant; has completed all earthquake related projects (16 projects), submitted all grant claims, received all obligated grant funds, and is awaiting formal close out documents (which have been delayed due to volume & magnitude of subsequent natural disasters receiving FEMA & State assistance). Solano County incurred $2,636,344 in total Earthquake repair costs and recovered $2,477,206 in federal & State funds from the public assistance grant, resulting in $159,138 in General Fund costs. This declaration has been closed out.

2017 Winter Storm Flooding

From January 3 through February 22, 2017, Solano County experienced a series of intense winter storm events which resulted in significant flood related damage throughout the County. On January 18, 2017, the County Administrator proclaimed a local emergency pursuant to Government Code section 8630 which was ratified by the Board on January 24, 2017. Governor Brown issued an emergency proclamation proclaiming a state of emergency in relation to the storm damage and on February 14, 2017, President Trump approved a Major Disaster Declaration for California, allowing for the provision of federal aid to assist with recovery efforts. On February 7, 2017, based on the estimated cost of damages, the Board authorized the use of up to $2.0 million in General Fund Contingency to pay for damages on an interim basis until receipt of qualifying reimbursements from the State, the Federal Emergency Management Agency (FEMA) and the Federal Highway Administration (FHWA). Damages to County roads related to the events include erosion, slope failures, debris flows, bridge scour, levee failures, and culvert failures resulting in total costs of $1,226,742 in repairs. The County has submitted reimbursement requests for $1,146,806 and is currently working to finalize all claims with federal and State agencies and receive reimbursements in the coming federal fiscal year. The estimated cost of $79,936 not anticipated to be recovered through federal and State reimbursements will be paid by the Road Fund.

2017 October Wildfires

From October 8, 2017 through October 15, 2017, Solano County experienced wildfires particularly the Atlas Peak Fire, which started on October 8, 2017 in Napa County and then spread to Solano County. On October 10, 2017, the County Administrator proclaimed a local emergency pursuant to Government Code section 8630 which was ratified by the Board on October 17, 2017. Governor Brown issued an emergency proclamation proclaiming a state of emergency in relation to the fire damage on October 10, 2017, President Trump approved a Major Disaster Declaration for California, including Solano County on October 13, 2017, allowing for the provision of federal aid to assist with recovery efforts. On October 17, 2017 based on the estimated cost of damages, the Board authorized the use of up to $1.5 million in General Fund Contingency to pay for damages including County Fair for large animal evacuation center operations. The County qualified for the Presidentially Declared Disaster, Public Assistance-Disaster Grant to recover costs incurred performing Emergency Protective Measures 100% funded by FEMA. The County recovered $501,423 for emergency response efforts including $150,576 in mutual aid and $107,088 for the County Fair large animal evacuation center and obtained formal close out documents in March 2019. An additional $23,504 was received under a pilot administrative program for costs associated with the approved emergency protective measures. This program contains mitigating elements, was partially funded by the State and has a projected completion date of October 2025.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $777,069 or 97.0% in revenues and an increase of $263 or 6.9% in appropriations when compared to the FY2018/19 Adopted Budget. The FY2019/20 Recommended Budget includes no revenues or appropriations associated with the 2014 Napa Earthquake, 2017 Winter Storm Flooding or the 2017 October Wildfires as all projects are anticipated to be closed in FY2018/19. The Recommended Budget reflects residual Countywide Administrative Overhead.

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

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	(9,089)	0	0	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	(189,198)	700,590	0	(700,590)	(100.0%)
INTERGOVERNMENTAL REV OTHER	1,770	0	0	0	0.0%
CHARGES FOR SERVICES	0	91	24,169	24,078	26459.3%
OTHER FINANCING SOURCES	0	100,557	0	(100,557)	(100.0%)
TOTAL REVENUES	**(196,517)**	**801,238**	**24,169**	**(777,069)**	**(97.0%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	166,819	0	0	0	0.0%
SERVICES AND SUPPLIES	327,022	0	0	0	0.0%
OTHER CHARGES	25,941	3,799	4,062	263	6.9%
OTHER FINANCING USES	3,411	0	0	0	0.0%
TOTAL APPROPRIATIONS	**523,193**	**3,799**	**4,062**	**263**	**6.9%**
NET CHANGE	**719,710**	**(797,439)**	**(20,107)**	**777,332**	**(97.5%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

On March 6, 2019 the Board of Supervisors declared a local emergency in response to flooding and road damage from a series of storms on February 25-27, 2019. County staff are monitoring damage repair costs and will be working with State and federal agencies to submit claims for all allowable costs. The costs associated with the 2019 Winter Storm Flooding is being accounted for in the Road Fund (Fund 101).

Long-term Financial Obligations

The County has no outstanding general obligation bonds. The County's outstanding long-term debts as of June 30, 2019 are as follows:

Type		Total
Notes payable	$	1,023,890
Certificates of Participation		67,315,000
Pension Obligation Bonds		23,375,000
Total	$	91,713,890

Notes payable

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

Certificates of Participation

The County issued Certificates of Participation (COP) for the acquisition and construction of major capital facilities. The proceeds of the COP were used for the construction of the Health and Social Services Administration Building, the County Administration Center in downtown Fairfield, the Probation Facility, the improvements to the Central Utility Plant, the Library in Fairfield, and the Animal Shelter.

Taxable Pension Obligation Bonds

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

Credit Rating

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

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

2013 COP is private placement with no rating.

2017 COP rated at Aa3 from Moody's and AA from S&P.

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

COUNTY OF SOLANO, CALIFORNIA

Legal Debt Margin Information

Last Ten Fiscal Years

Fiscal Year	(1) Assessed Value of Property	(2) Debt Limit, 5% of Assessed Value	(3) Debt Applicable to the Limit	(4) Legal Debt Margin	Total net debt applicable to the limit as a percentage of debt limit
2017-18	54,604,488,570	2,730,224,429	26,085,000	2,704,139,429	1.0%
2016-17	51,753,424,096	2,587,671,205	32,880,000	2,554,791,205	1.3%
2015-16	48,822,843,080	2,441,142,154	40,810,000	2,400,332,154	1.7%
2014-15	46,023,290,342	2,301,164,517	47,810,000	2,253,354,517	2.1%
2013-14	43,722,958,674	2,186,147,934	53,945,000	2,132,202,934	2.5%
2012-13	40,593,049,481	2,029,652,474	61,285,000	1,968,367,474	3.0%
2011-12	38,799,632,098	1,939,981,605	69,630,000	1,870,351,605	3.6%
2010-11	38,644,020,806	1,932,201,040	77,805,000	1,854,396,040	4.0%
2009-10	39,256,945,402	1,962,847,270	81,105,000	1,881,742,270	4.1%
2008-09	40,873,042,919	2,043,652,146	88,830,000	1,954,822,146	4.4%

Notes:

(1) Assessed property value data can be found in Schedule "Assessed Value of Taxable Property and Actual Value of Property."

(2) California Government Code, Section 29909, states the total amount of bonded indebtedness shall not at any time exceed 5 percent of the taxable property of the County as shown by the last equalized assessment roll.

(3) Bonded debt financed with general governmental resources include Pension Obligation Bonds.

(4) The legal debt margin is the County's available borrowing authority under State finance statutes and is calculated by subtracting the debt applicable to the legal debt limit from the legal debt limit.

FUNCTION AND RESPONSIBILITIES

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

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

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

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $447,570 or 6.3% in revenues and an increase of $140,821 or 3.3% in appropriations when compared to the FY2018/19 Adopted Budget.

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

- Increase of $374,125 in Other Revenue due to anticipated savings from the prepayment of the FY2019/20 unfunded liability and increased collections from the Courts due to higher rate.

Significant changes in appropriations include:

- Increase of $290,000 in Bond Redemption and a decrease of $142,546 in Interest on Long-Term Debt per the 2005 POB debt service amortization schedule.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	68,520	27,000	47,000	20,000	74.1%
MISC REVENUE	3,504,842	2,495,124	2,869,249	374,125	15.0%
OTHER FINANCING SOURCES	10,013,187	4,584,822	4,638,267	53,445	1.2%
TOTAL REVENUES	**13,586,548**	**7,106,946**	**7,554,516**	**447,570**	**6.3%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	966	825	1,000	175	21.2%
SERVICES AND SUPPLIES	4,204	5,200	6,200	1,000	19.2%
OTHER CHARGES	8,777,358	4,297,065	4,436,711	139,646	3.2%
TOTAL APPROPRIATIONS	**8,782,528**	**4,303,090**	**4,443,911**	**140,821**	**3.3%**
CHANGE IN FUND BALANCE	**(4,804,020)**	**(2,803,856)**	**(3,110,605)**	**(306,749)**	**10.9%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

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

The 2017 COP were issued to refund the 2007 COP at a lower rate of interest, resulting in interest savings to the County of approximately $16.2 million in present value dollars over the term of the bonds. The Certificates of Participation were issued to finance the construction of the County Administration Center, the Probation Facility, improvements to the Central Utility Plant and the Library in Fairfield.

The Auditor-Controller is responsible for administering the debt service on the 2017 COP through the date of redemption on November 1, 2030. Debt service payments are financed through Operating Transfers-In from Public Facilities Fees, the Accumulated Capital Outlay Fund, the General Fund, the Courthouse Temporary Construction Fund, and the depreciation charged to the Departments occupying offices in the County Administration Center and the Probation building.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $207,376 or 2.9% in revenues and an increase of $1,970 or 0.0% in appropriations when compared to FY2018/19 Adopted Budget.

Primary Funding Source

The primary funding sources includes revenues of $7,447,305 an increase of $207,376 or 2.9% from FY2018/19 primarily due to increased contribution from the Courthouse Temporary Construction Fund. In the prior year, the Courthouse Temporary Construction Fund did not have sufficient funds to make a full contribution. In FY2019/20, it is anticipating sufficient court fees and fines collections and is anticipating a full contribution to the 2017 COP.

The primary funding sources include the following:

- The $4,617,203 Operating Transfers-In are as follows:
  - $725,769 from the Public Facilities Fees - Public Protection.
  - $578,892 from the Public Facilities Fees - General Government.
  - $396,188 from the Courthouse Temporary Construction Fund.
  - $900,000 from the Accumulated Capital Outlay Fund.
  - $2,016,354 from the General Fund.
- $2,781,419 from a depreciation charge allocated to Departments occupying the County Administration Center and the Probation building.
- $15,938 from the Solano Local Agency Formation Commission (LAFCo) for the lease of office space in the County Administration Center.

Primary Costs

The FY2019/20 appropriations reflect the principal and interest payments, accounting and financial services, and Countywide Administrative Overhead charges due in FY2019/20.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	13,922,710	46,438	48,683	2,245	4.8%
CHARGES FOR SERVICES	2,778,441	2,770,011	2,781,419	11,408	0.4%
MISC REVENUE	(1)	0	0	0	0.0%
OTHER FINANCING SOURCES	77,854,426	4,423,480	4,617,203	193,723	4.4%
TOTAL REVENUES	**94,555,576**	**7,239,929**	**7,447,305**	**207,376**	**2.9%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	495,346	3,700	6,200	2,500	67.6%
OTHER CHARGES	94,019,620	7,390,708	7,390,178	(530)	(0.0%)
TOTAL APPROPRIATIONS	**94,514,966**	**7,394,408**	**7,396,378**	**1,970**	**0.0%**
CHANGE IN FUND BALANCE	**(40,610)**	**154,479**	**(50,927)**	**(205,406)**	**(133.0%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

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

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

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

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $1,748,943 or 99.4% in revenues and an increase of $11,553 or 0.7% in appropriations when compared to the FY2018/19 Adopted Budget. The 2009 COP will mature in FY2019/20 with final payments and closeout of the debt on November 15, 2019. In connection with the final closeout of the Certificates, any remaining Fund Balance will be returned to the General Fund.

Primary Funding Sources

The FY2019/20 Recommended Budget includes revenues of $10,000 representing Interest Income and Fund Balance for $1,760,496.

Primary Costs

The FY2019/20 appropriations of $1,770,496 reflect the principal and interest payments, Operating Transfers-Out, accounting and financial services, and Countywide Administrative Overhead charges due in FY2019/20.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	20,416	7,931	10,000	2,069	26.1%
OTHER FINANCING SOURCES	1,749,716	1,751,012	0	(1,751,012)	(100.0%)
TOTAL REVENUES	**1,770,131**	**1,758,943**	**10,000**	**(1,748,943)**	**(99.4%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	3,422	7,210	9,210	2,000	27.7%
OTHER CHARGES	1,750,571	1,751,733	891,286	(860,447)	(49.1%)
OTHER FINANCING USES	0	0	870,000	870,000	100.0%
TOTAL APPROPRIATIONS	**1,753,992**	**1,758,943**	**1,770,496**	**11,553**	**0.7%**
CHANGE IN FUND BALANCE	**(16,139)**	**0**	**1,760,496**	**1,760,496**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Other Financing Sources decrease of $1,751,012 or 100.0% consisting of a reduction in Operating Transfers-In from Health and Social Services and Public Facilities Fees as the debt matures in November 2019. The Fund Balance will be used to pay the final FY2019/20 Interest and Principal outstanding.
- Other Charges decrease of $860,447 of 49.1% represents the reduction in principal and interest payment based on a reduced final payment in the payment amortization schedule.
- Other Financing Uses increase of $870,000 or 100.0% reflecting the Operating Transfers-Out to the General Fund of the remaining Fund Balance in the 2009 COP after final closeout which represents the initial General Fund one-time contribution at the onset of the Debt financing.

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 no change in revenues and a decrease of $480 or 0.1% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The FY2019/20 Recommended Budget includes revenues of $417,211 from the Operating Transfers-In from County General Fund and Other Governmental Agencies from the seven cities in accordance with the MOU. Additionally, funding sources include a County General Fund contribution of $44,970.

Primary Costs

The FY2019/20 appropriations of $475,907 reflect the principal and interest payments, accounting and financial services, and Countywide Administrative Overhead charges due in FY2019/20.

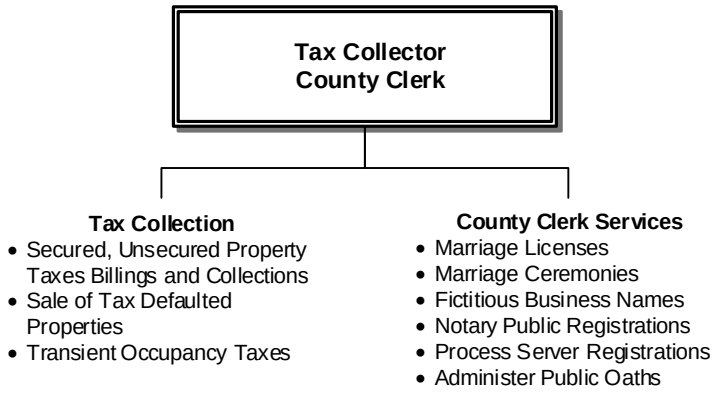
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	1,346	701	701	0	0.0%
INTERGOVERNMENTAL REV OTHER	417,211	417,211	417,211	0	0.0%
GENERAL FUND CONTRIBUTION	44,970	44,970	44,970	0	0.0%
TOTAL REVENUES	**463,527**	**462,882**	**462,882**	**0**	**0.0%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	2,150	2,700	4,000	1,300	(48.1%)
OTHER CHARGES	470,093	473,687	471,907	(1,780)	0.4%
TOTAL APPROPRIATIONS	**472,243**	**476,387**	**475,907**	**(480)**	**(0.1%)**
CHANGE IN FUND BALANCE	**8,716**	**13,505**	**13,025**	**(480)**	**(3.6%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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



DEPARTMENTAL PURPOSE

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

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

The County Clerk has a four-fold mission:

- Issue a variety of official public records, including marriage licenses and fictitious business names
- Register all professional photocopiers, process servers, unlawful detainer assistants and legal document assistants;
- Administer public notary oaths of office and deputy oaths of office; and
- File, maintain and verify a variety of documents, schedules and official reports for public view.
- In addition, the County Clerk conducts wedding ceremonies.

Budget Summary:	
FY2018/19 Midyear Projection:	2,390,538
FY2019/20 Recommended:	2,606,228
County General Fund Contribution:	1,340,060
Percent County General Fund Supported:	51.4%
Total Employees (FTEs):	12

FUNCTION AND RESPONSIBILITIES

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

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

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Further developed and refined the required Scope of Work for the impending migration of property tax administration from the Solano County Integrated Property Tax System (SCIPS) to the replacement platform.
- Hired and trained additional staffing in preparation for SCIPS migration.
- Expanded in person electronic payment acceptance to include the payment of secured and unsecured property taxes.
- Conducted a successful tax sale for default of 73 defaulted properties that resulted in the collection of more than $1.7 million in delinquent taxes.

- Implemented GIS solution to assist unsecured and power to sell field collections.
- Continue to coordinate with County Counsel to revise County ordinance related to the collection of Transient Occupancy Taxes (TOT) to include online home sharing services resulting in an anticipated increase of 73.2% in TOT collections.

WORKLOAD INDICATORS

- In FY2018/19, the Tax Collector – County Clerk expects to issue and process payments on 166,000 property tax bills; the Division estimates the amount to increase by approximately 1,500 bills in FY2019/20.
- In FY2018/19, the Tax Collector – County Clerk expects to issue 2,172 marriage licenses and 2,151 fictitious business name statements, with expectations to issue approximately 2,150 marriage licenses and 2,200 fictitious business names in FY2019/20.
- Department analysis shows that approximately 5% of all property tax related payments are processed at the front counter, 7% are processed online, 44% are processed through mortgage companies utilizing the County Reciprocal Tax Accounting (CORTAC) payments process, which is a simplified bill routing and paying procedure, and 44% are processed via mailed payments. The convenience and growing acceptance of online payments has resulted in a migration of transactions from the traditional mailed check process to the lower cost online payment portal.
- The percentage of persons paying in person has remained reasonably constant year over year, indicating a payee preference that is unlikely to diminish in the foreseeable future. In anticipation of this, the Departmental design input for SCIPS replacement system included specific features and capabilities designed to improve efficiencies related to the in-person payment process. The Department continues to explore other changes that may be available, with the goal of improving Departmental efficiency while maintaining excellent public service and appropriate internal control processes.
- Answered approximately 19,500 requests for additional information received via phone and e-mail in FY2018/19.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAX COLLECTOR	891,455	1,089,770	997,168	(92,602)	(8.5%)
COUNTY CLERK	261,567	267,000	269,000	2,000	0.7%
TOTAL REVENUES	**1,153,022**	**1,356,770**	**1,266,168**	**(90,602)**	**(6.7%)**
APPROPRIATIONS					
TAX COLLECTOR	1,952,035	2,259,892	2,337,272	77,380	3.4%
COUNTY CLERK	242,950	273,761	268,956	(4,805)	(1.8%)
TOTAL APPROPRIATIONS	**2,194,985**	**2,533,653**	**2,606,228**	**72,575**	**2.9%**
NET COUNTY COST					
TAX COLLECTOR	1,060,580	1,170,122	1,340,104	169,982	14.5%
COUNTY CLERK	(18,617)	6,761	(44)	(6,805)	(100.7%)
NET COUNTY COST	**1,041,963**	**1,176,883**	**1,340,060**	**163,177**	**13.9%**

STAFFING					
TAX COLLECTOR	9	10	10	0	0.0%
COUNTY CLERK	2	2	2	0	0.0%
TOTAL STAFFING	**11.0**	**12.0**	**12**	**0**	**0.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $90,602 or 6.7% in revenues and an increase of $72,575 or 2.9% in appropriations when compared to FY2018/19 Adopted Budget. As a result, Net County Cost is increased by $163,177 or 13.9%.

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

Primary Funding Sources

The primary funding sources for the Department are General Fund, which comprises of $1,340,060 or 51.4%, Charges for Services, which comprises of $1,067,168 or 40.9%, and Taxes and Licenses, which combined comprise 7.6% of the Recommended Budget.

The FY2019/20 Recommended Budget includes a $90,602 or 6.7% decrease in revenues primarily due to decreases in Charges for Services for the Tax Collector's as a result of streamlining that shifted electronic payment acceptance fees directly from the service provider to the payer; and a loss of revenue for the provision of electronic tax records determined to be subject to Public Records Act requests without the inclusion of overhead costs in cost recovery calculations.

Primary Costs

The FY2019/20 Recommended Budget includes a $72,575 or 2.9% increase in appropriations primarily due to an increase in Countywide Administration Overhead and, Salaries and Employee Benefits resulting from increased salaries and wages, retirement, and health benefits.

Contracts

The FY2019/20 Recommended Budget includes a total of $180,000 or 6.9% for contracted services and professional services which include the following significant contracts:

- $65,000 for lock box services.
- $65,000 for tax bill printing services.
- $50,000 for tax Sale/Auction services.

Fixed Assets

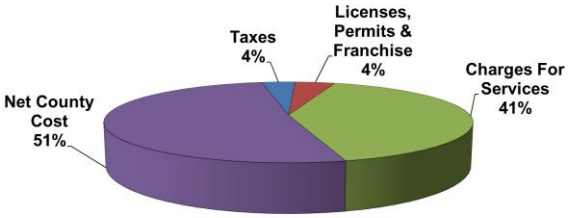
None.

DEPARTMENT COMMENTS

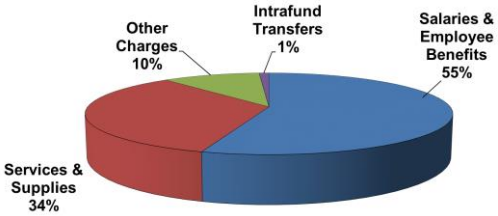
The Tax Collector – County Clerk anticipates that the enterprise system migration to replace the Solano County Integrated Property System (SCIPS) will continue moving forward. During the migration process, the focus of the Department will be on maintaining quality public service, maintaining appropriate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

In addition to these efforts, the Tax Collector is working with the SCIPS team to provide additional payment history to the public via the online portal. This should reduce staff workload and provide an improved customer service experience.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	82,306	76,000	91,000	15,000	19.7%
LICENSES, PERMITS & FRANCHISE	104,309	106,000	108,000	2,000	1.9%
CHARGES FOR SERVICES	966,407	1,174,770	1,067,168	(107,602)	(9.2%)
TOTAL REVENUES	**1,153,022**	**1,356,770**	**1,266,168**	**(90,602)**	**(6.7%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,183,532	1,404,130	1,426,977	22,847	1.6%
SERVICES AND SUPPLIES	702,062	879,482	877,256	(2,226)	(0.3%)
OTHER CHARGES	230,461	213,492	262,047	48,555	22.7%
OTHER FINANCING USES	34,047	13,549	13,598	49	0.4%
INTRA-FUND TRANSFERS	44,883	23,000	26,350	3,350	14.6%
TOTAL APPROPRIATIONS	**2,194,985**	**2,533,653**	**2,606,228**	**72,575**	**2.9%**
NET COUNTY COST	**1,041,963**	**1,176,883**	**1,340,060**	**163,177**	**13.9%**

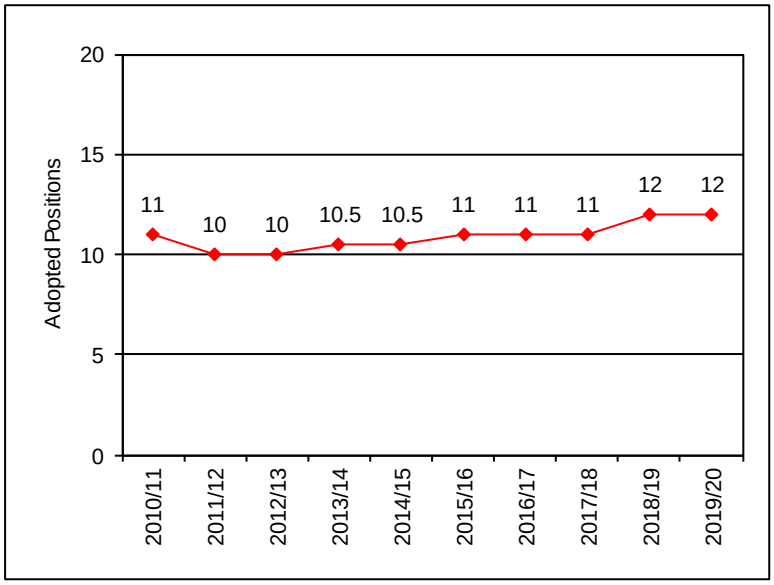
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



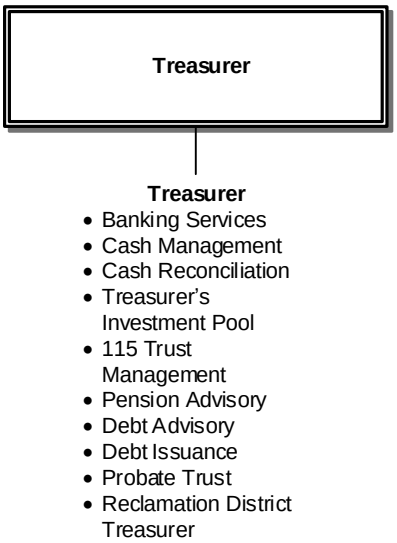
PENDING ISSUES AND POLICY CONSIDERATIONS

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

Public Record Act Requests have impaired the ability of the Department to fully recover overhead costs for the provision of records. The Department is working to streamline provision processes in an effort to minimize unrecoverable costs.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1350 TREASURER	943,956	1,132,557	1,170,068	37,511	3.3%
APPROPRIATIONS					
1350 TREASURER	943,956	1,132,557	1,170,068	37,511	3.3%
NET CHANGE					
1350 TREASURER	0	0	0	0	0.0%

A summary of the budgets administered by the Tax Collector/County Clerk's Office is provided on the following pages.



DEPARTMENTAL PURPOSE

Headed by the elected County Treasurer as prescribed in Government Code §27000, the Division of the Treasurer is responsible for managing funds not needed for immediate use, as mandated by sections 24000 and 24009 of the California Government Code. The duties and responsibilities are further mandated by sections 27000 - 27137 of the Code. In Solano County, the County Treasurer function is combined with the County Tax Collector-County Clerk as one Countywide elected position.

Budget Summary:	
FY2018/19 Midyear Projection:	979,355
FY2019/20 Recommended:	1,170,068
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	3

FUNCTION AND RESPONSIBILITIES

The Treasurer is responsible for receiving and safely investing all funds belonging to the County, school districts, and special districts within the County and all other monies directed by law to be paid out of the Treasury. The Treasurer is also designated as the County's fiduciary expert in the area of debt issuance. The Division manages over $1.2 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

- Worked with Health and Social Services Department on expedited payment processing to ensure timely funds accessibility for the at-risk population.
- Audited on an at least quarterly basis with no findings.
- Working in conjunction with the Solano County Office of Education on the establishment of electronic payment acceptance at locations throughout the County.
- Working in conjunction with the Solano County Office of Education on the establishment of the State of California Online Community College as a new district for the provision of statewide education service.
- Provided reconcilement information to schools and other pool participants on a daily basis to afford them the ability to independently verify all Treasury activity.

- Continued to diversify and actively invest the Treasury portfolio to maximize returns within established and acceptable risk parameters.
- Management of Vallejo City Unified School District nontaxable investments.
- Managed the County's PARS 115 $30 million investment trust to provide additional income above pool rates.

WORKLOAD INDICATORS

During FY2019/20, the Treasurer anticipates processing 9,000 deposit permits.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of $37,511 or 3.3% in both revenues and appropriations when compared to the FY2018/19 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 $1,167,568 or 99.8% of the Recommended Budget.

Primary Costs

The FY2019/20 Recommended Budget includes $37,511 or 3.3% increase in appropriations primarily due to an increase in Countywide Administrative Overhead charges, and Salaries and Employee Benefits.

Contracts

The FY2018/19 Recommended Budget includes a total of $260,000 for contracted services primarily for banking and securities trust services.

Fixed Assets

None.

DEPARTMENT COMMENTS

The Treasurer's primary focus for the fiscal year will be continuing to provide smooth fiscal services to pool participants. The Treasury will also work on increasing and enhancing the automated flow of reconcilement information back to pool participants as an enhancement to internal controls.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	941,454	1,130,557	1,167,568	37,011	3.3%
MISC REVENUE	2,502	2,000	2,500	500	25.0%
TOTAL REVENUES	**943,956**	**1,132,557**	**1,170,068**	**37,511**	**3.3%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	459,438	484,298	500,182	15,884	3.3%
SERVICES AND SUPPLIES	267,549	418,639	404,987	(13,652)	(3.3%)
OTHER CHARGES	49,362	53,906	88,236	34,330	63.7%
OTHER FINANCING USES	13,710	6,349	4,944	(1,405)	(22.1%)
INTRA-FUND TRANSFERS	153,896	169,365	171,719	2,354	1.4%
TOTAL APPROPRIATIONS	**943,956**	**1,132,557**	**1,170,068**	**37,511**	**3.3%**
NET CHANGE	**0**	**0**	**0**	**0**	**0.0%**

	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
STAFFING					
TREASURER	3	3	3	0	0.0%
TOTAL STAFFING	**3.0**	**3.0**	**3.0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

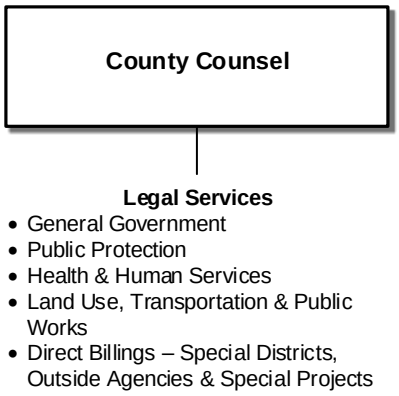
None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

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



DEPARTMENTAL PURPOSE

The Office of County Counsel was created by statute under Government Code sections 26526, 26529 and 27640. The Office provides both discretionary and mandated legal services to more than 150 separate areas of County responsibility, including all of its elected and appointed officials, officers, departments, boards, commissions and committees. It also serves several special districts and agencies within the County, including the Rural North Vacaville Water District, the Solano Transportation Authority, Solano County Transit (SolTrans), the Fairfield Suisun Sewer District, the Collinsville Levee and Maintenance District, the Solano County Office of Education, and some school, cemetery and fire districts.

Budget Summary:	
FY2018/19 Midyear Projection:	4,444,609
FY2019/20 Recommended:	4,801,520
County General Fund Contribution:	124,082
Percent County General Fund Supported:	2.6%
Total Employees (FTEs):	20

FUNCTION AND RESPONSIBILITIES

The broad scope of the Office's duties affects matters of great importance to the operation of County government in such diverse areas as labor and employment issues, real estate development contracts, purchasing contracts, public works projects, law enforcement policies and procedures, planning and environmental matters, water law and groundwater regulation, public finance, tax assessment and collection, child protection, public health and safety, civil litigation, and other matters of great interest to the citizens of Solano County.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Water issues will continue to present challenging and contentious issues for the County. The Twin Tunnels project will re-emerge as a yet defined, revised project that will require extensive evaluation and participation with our Delta coalition of public agencies. Moreover, after floating for nearly a year, groundwater issues will percolate, including reviewing the new Solano Subbasin Collaborative MOU, an agreement between all the Groundwater Sustainability Agencies (GSA) in the Subbasin, and evaluating the adoption of a GSA fee during the next fiscal year. Additionally, a well permit ordinance and storm water ordinance amendment will require a fair amount of attorney participation and engagement.

Similarly, federal and State policies will continue to present several confounding legal issues for the County, such as, evaluating and addressing the potential impacts of the President's Executive Orders on enforcement of immigration laws; and the regulation of the use of medical and recreational marijuana/cannabis. As significant, local issues also require skillful and creative representation: for example, the resolution of several complex assessment appeals involving Genentech, Valero and Solano 3 Wind; the regulation of short term rentals; the exploration of a water system for the Green Valley region; and the vigorous enforcement of the County's ordinances. Experienced and knowledgeable attorneys in the Office address these issues in collaboration with equally qualified County employees and retained private counsel.

WORKLOAD INDICATORS

The Office currently provides legal services to all County Departments and 28 external clients. In FY2017/18, the Office's attorneys logged a total of 23,332 billable legal service hours to internal and external clients, a decrease of 2,020 hours or eight percent from the previous year primarily due to an attorney vacancy. This vacancy resulted in the average number of billable legal service hours per attorney decreasing from 1,690 hours in FY2016/17 to 1,555 hours in FY2017/18.

- While some clients significantly increased billable hours, including Human Resources, Public Works, Solano County Fair, Fairfield/Suisun Sewer District, Cordelia Fire Protection District, Collinsville Levee District; others significantly reduced billable hours, including Auditor-Controller, County Administrator's Office, Child Support Services, Child Welfare Services, Resource Management's Administration Division and Sheriff's Office. Billable hours for external client hours increased by 16% and internal clients decreased by 7%, with an overall net decrease in billable hours of 6% from the previous year.
- In addition to providing legal services, the Office provided several trainings and workshops, including Child Protective Services procedures, purchasing policy and contract law, personnel policies and procedures, Introduction to Public Sector Employment Law, Brown Act and parliamentary procedures, Health Information Portability and Accountability Act requirements, and records and subpoenas. Training audiences include County personnel and appointed and elected members of various public boards, commissions and committees.
- Staff supported the attorneys in the processing and maintenance of several hundred files, the majority of which relate to Child Welfare Services and 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 eminently successful Bail Bond recovery program, which include Summary Judgement accounting and distribution functions.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LEGAL SERVICES	3,871,644	4,523,943	4,677,438	153,495	3.4%
TOTAL REVENUES	**3,871,644**	**4,523,943**	**4,677,438**	**153,495**	**3.4%**
APPROPRIATIONS					
LEGAL SERVICES	4,481,241	4,764,756	4,801,520	36,764	0.8%
TOTAL APPROPRIATIONS	**4,481,241**	**4,764,756**	**4,801,520**	**36,764**	**0.8%**
NET COUNTY COST					
LEGAL SERVICES	609,596	240,813	124,082	(116,731)	(48.5%)
NET COUNTY COST	**609,596**	**240,813**	**124,082**	**(116,731)**	**(48.5%)**
STAFFING					
LEGAL SERVICES	20	20	20	0	0.0%
TOTAL STAFFING	**20**	**20**	**20**	**0**	**0.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $153,495 or 3.4% in revenues and an increase of $36,764 or 0.8% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the Net County Cost decreased by $116,731 or 48.5%.

Primary Funding Sources

The primary funding source for the Office are charges for legal services provided to County Departments that are reimbursed through the Countywide Cost Allocation Plan, and fees direct-billed to outside agencies and certain non-General Fund County departments. Expenditures that are not offset by direct billed revenues become General Fund costs. Although County Counsel,

as a Central Service Department, recovers net operating costs from user departments through the Countywide Cost Allocation Plan, there are certain legal services provided to County Departments, such as the Board of Supervisors, that are non-reimbursable under the provisions of 2 CFR part 225 (formerly OMB Circular A87). 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 FY2019/20 Recommended Budget includes a $153,495 or 3.4% net increase in revenues primarily due to an increase of $143,195 in Countywide Administrative Overhead charges, and an increase of $10,300 in other provided legal services.

Primary Costs

The FY2019/20 Recommended Budget includes a $36,764 or 0.8% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of $49,502. This is primarily due to an increase of $166,791 for personnel longevity and merit pay adjustments, and increases in several benefit areas, including retirement and health care costs, and offset by $117,289 in salary savings due to a vacant Deputy County Counsel position.
- Services and Supplies reflect a decrease of $11,653 primarily due to decreases in property insurance, office expense, computer components, consulting services, and data processing services, partially offset by an increase in liability insurance.

Contracts

The FY2019/20 Recommended Budget includes the following contracted services:

- $13,485 for online legal research services
- $8,400 for County code publishing services
- $3,000 for Rental/Lease of printers

Fixed Assets

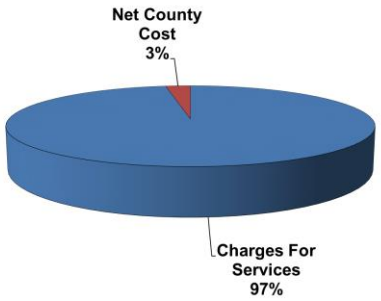
None.

DEPARTMENT COMMENTS

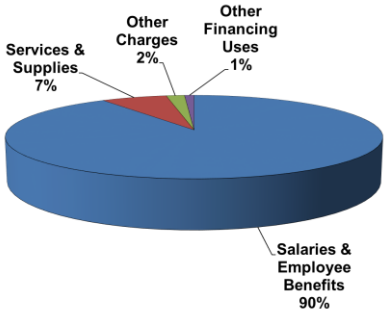
In addition to providing legal representation to all County Departments, the Office continues to offer its expertise and legal services to outside governmental agencies. The Office currently provides legal representation to 28 external clients which are direct billed for services. These clients include transportation entities, levee, sewer and water districts, veteran mental health hearings, and several conservation, fire and school districts.

The Productive Hourly Rate (PHR) recommended amount is $192 per hour. The increase in the PHR is due to the previously discussed increases in salaries and employee benefits.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	3,871,644	4,523,943	4,677,438	153,495	3.4%
TOTAL REVENUES	**3,871,644**	**4,523,943**	**4,677,438**	**153,495**	**3.4%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	3,994,591	4,297,236	4,346,738	49,502	1.2%
SERVICES AND SUPPLIES	261,265	328,693	317,040	(11,653)	(3.5%)
OTHER CHARGES	89,353	88,859	88,409	(450)	(0.5%)
OTHER FINANCING USES	127,008	46,568	45,933	(635)	(1.4%)
INTRA-FUND TRANSFERS	9,024	3,400	3,400	0	0.0%
TOTAL APPROPRIATIONS	**4,481,241**	**4,764,756**	**4,801,520**	**36,764**	**0.8%**
NET COUNTY COST	**609,596**	**240,813**	**124,082**	**(116,731)**	**(48.5%)**

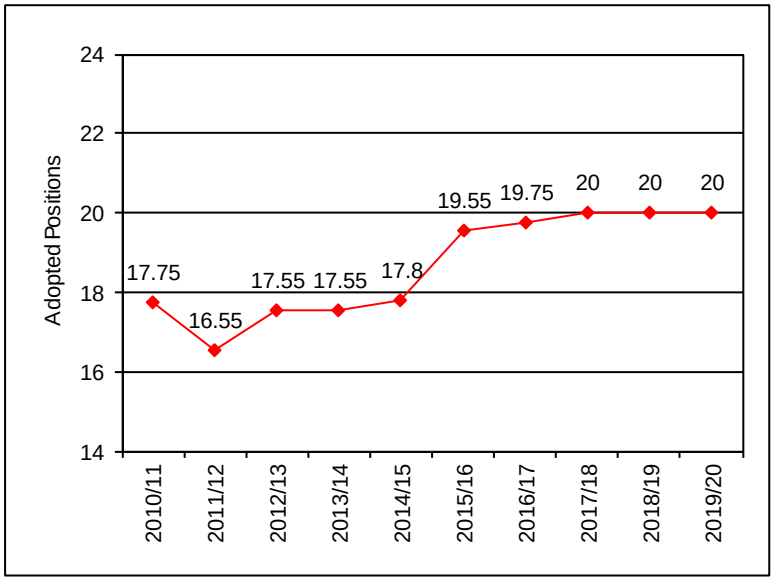
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

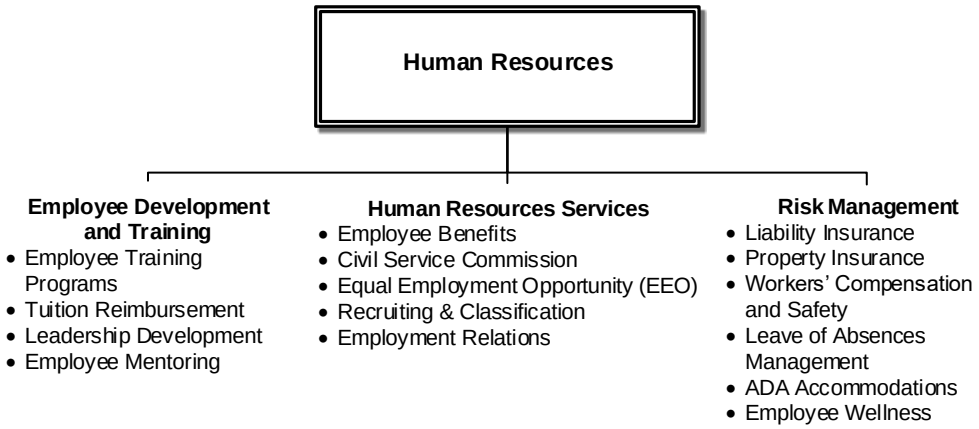
There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

In January 2019, Senate Bill (SB) 176 was introduced in the Legislature to increase State Bar annual fees. If enacted, attorney fees could increase from an annual cost of $6,925 to $12,700 or more for County Counsel's Office. The Office will continue to monitor, and a budget adjustment may be required sometime during the fiscal year if the legislation is enacted.



DEPARTMENTAL PURPOSE

The Department provides centralized administrative support services to assist County Departments in addressing the Board's priorities in relation to the County's workforce.

Budget Summary:	
FY2018/19 Midyear Projection:	3,929,708
FY2019/20 Recommended:	4,621,551
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	22

FUNCTION AND RESPONSIBILITIES

The Human Resources Department's mission is to be a strategic partner who provides our customers with high quality services and fosters an environment where a well-qualified and trained workforce succeeds. The Department aims to be a trusted and credible partner, providing quality human resources programs and services which meet ever-changing needs of the County and its employees. The Department has three principal units.

Human Resources (BU 1500) provides centralized human resources services in all areas including personnel and civil service administration, recruitment and selection, equal employment opportunities, employee and labor relations, classification, and benefits administration.

Employee Development and Training (BU 1103) provides skill development and supervisory training, funds the County's tuition reimbursement program, and provides recognition to employees for exceptional service contributions to the County.

Risk Management (BU 1830) administers loss control insurance, workers' compensation and safety programs, and manages the disability and disabled employee leave programs.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- The County is experiencing an increase in the time it takes to fill vacancies and a higher vacancy rate, due in part to increasing numbers of County employee retirements, regional low unemployment rates, and a tight labor market. In a number of classifications, there is a need to conduct multiple recruitments for the same classification during the year, and some recruitments are yielding small numbers of qualified applicants.
- Negotiated wage increases, given by agencies in the local market, place a strain on Solano County's ability to remain competitive.

Accomplishments:

- Enhanced social media presence on Facebook including over 6,000 followers and over 2,000,000 views of Solano County page content/posts of one or more times.

- Revised and/or created 36 classification specifications.
- Automated exit interview process with a survey tool to provide insights into the reasons why employees are leaving Solano County.
- Implemented training on Advanced Interviewing Approach to assist supervisors and managers with competency-based interviewing and hiring.
- Conducted Org Publisher (organizational chart software) training sessions to assist departments with organizational charts to support budget planning and the position request process.
- Rolled out retention/stay interview process to provide supervisors and managers with additional tools to help retain employees.
- Held two Human Resources Summit sessions to update supervisors and hiring managers on Human Resources processes, procedures, and legal updates.
- Conducted executive recruitments.

WORKLOAD INDICATORS

During the period July 1, 2018 – February 28, 2019, the Department of Human Resources:

- Processed 465 requisitions to fill vacancies compared to 370 during the same period in FY2017/18.
- Opened 151 recruitments compared to 125 in FY2017/18.
- Reviewed 7,424 job applications compared to 5,334 during that same period in FY2017/18.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
HUMAN RESOURCES SERVICES	4,184,100	4,178,945	4,765,779	586,834	14.0%
TOTAL REVENUES	**4,184,100**	**4,178,945**	**4,765,779**	**586,834**	**14.0%**
APPROPRIATIONS					
HUMAN RESOURCES SERVICES	3,795,417	3,988,137	4,621,551	633,414	15.9%
TOTAL APPROPRIATIONS	**3,795,417**	**3,988,137**	**4,621,551**	**633,414**	**15.9%**
NET COUNTY COST					
HUMAN RESOURCES SERVICES	(388,683)	(190,808)	(144,228)	46,580	24.4%
NET COUNTY COST	**(388,683)**	**(190,808)**	**(144,228)**	**46,580**	**24.4%**
STAFFING					
HUMAN RESOURCES SERVICES	20	20	22	2	10.0%
TOTAL STAFFING	**20**	**20**	**22**	**2**	**10.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $586,834 or 14.0% in revenues and an increase of $633,414 or 15.9% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, Net County Cost increased by $46,580 or 24.4%.

Primary Funding Sources

The primary funding source for the Department of Human Resources (HR) is Countywide Administrative Overhead of $4,639,639 for reimbursements from County departments for their allocated share of costs for recruiting, classification, benefits

administration and other HR functions provided by the Department. In addition, HR receives departmental Administrative Overhead revenue for the HR Director's time spent in Risk Management, and other revenue for the administrative allowances received from the County's 457 Deferred Compensation Plan providers.

The FY2019/20 Recommended Budget includes a net increase of $586,834 or 14.0% in revenues primarily due to the following:

- Countywide Administrative Overhead reflects an increase of $578,094.
- Other Revenue reflects an increase of $8,000.
- Departmental Administrative Overhead reflects an increase of $840.

Primary Costs

The FY2019/20 Recommended Budget includes a net increase of $633,414 or 15.9% in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase by $412,324. This is primarily resulting from scheduled merit and longevity pay adjustments and increases in retirement, as well as annualized cost of 2.0 FTE HR Analyst positions approved and added during FY2018/19 Midyear.
- Services and Supplies reflect an increase of $219,921 primarily due to an increase of $269,754 in other professional services resulting from increases in recruitment and bilingual testing services, classification studies, and labor relations negotiation services; and offset by a decrease of $62,226 in liability insurance.
- Other Charges reflect a decrease of $1,729 in CAC building charges.
- Other Financing Uses reflect an increase of $2,948 in charges for Pension Obligation Bonds.

Contracts

The FY2019/20 Recommended Budget includes a total of $805,654 or 5.7% in contracted services which includes the following contracts:

- $100,000 for CalPERS health administration fees.
- $75,000 for Equal Employment Opportunity (EEO) investigation services.
- $140,000 for recruitment and bilingual testing services.
- $262,154 for labor negotiations fact-finding services.
- $50,000 for JobAps applicant tracking services.
- $45,000 for third party administration fees for the flexible spending accounts and PARS Retirement Enhancement Plan.
- $35,000 for document imaging fees and special projects.
- $60,000 for classification studies.
- $30,000 for ongoing review of the County's Internal Revenue Code (IRC) deferred compensation plans, which includes the IRC 457, IRC 401 and Retirement Health Savings accounts.
- $8,500 for PARS actuarial study.

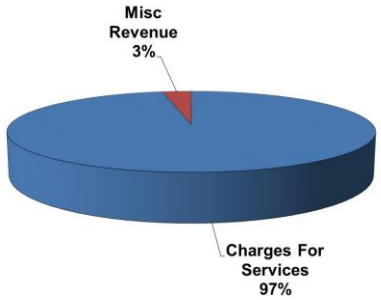
Fixed Assets

None.

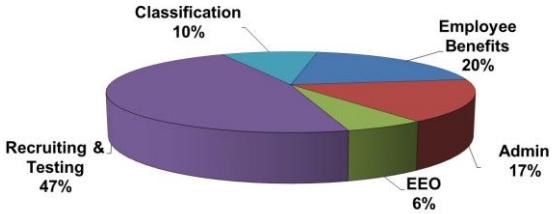
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	4,118,537	4,138,545	4,717,479	578,934	14.0%
MISC REVENUE	65,564	40,400	48,300	7,900	19.6%
TOTAL REVENUES	**4,184,100**	**4,178,945**	**4,765,779**	**586,834**	**14.0%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	2,766,636	2,951,493	3,363,817	412,324	14.0%
SERVICES AND SUPPLIES	834,593	895,087	1,115,008	219,921	24.6%
OTHER CHARGES	101,874	100,998	99,269	(1,729)	(1.7%)
OTHER FINANCING USES	82,146	30,059	33,007	2,948	9.8%
INTRA-FUND TRANSFERS	10,169	10,500	10,450	(50)	(0.5%)
TOTAL APPROPRIATIONS	**3,795,417**	**3,988,137**	**4,621,551**	**633,414**	**15.9%**
NET COUNTY COST	**(388,683)**	**(190,808)**	**(144,228)**	**46,580**	**(24.4%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

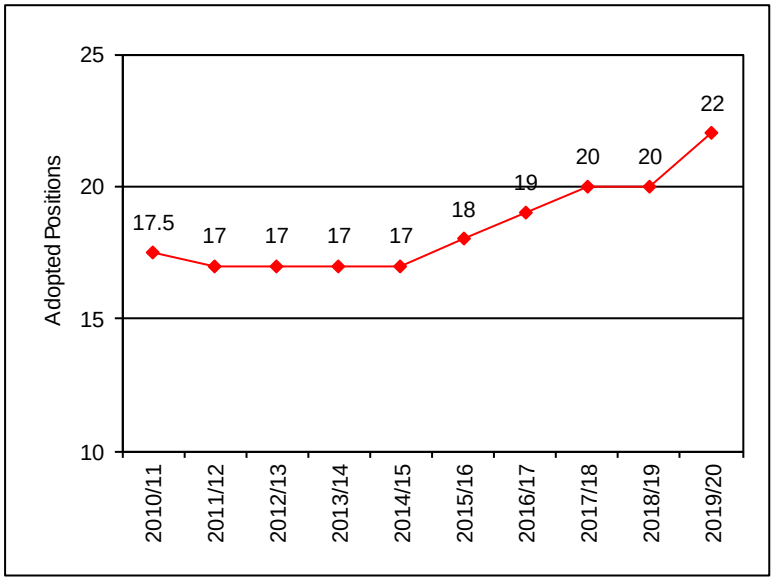
SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below.

On February 26, 2019, the Board approved the following position changes:

- Added 1.0 FTE Human Resources Analyst (Principal) to assist with recruitments for Health and Social Services. This position is funded through departmental charges through the cost allocation plan.
- Added 1.0 FTE Limited-Term Human Resources Analyst (Senior) through June 30, 2020 to provide support to the public safety departments and to assist with labor negotiations. This position is funded through departmental charges through the cost allocation plan.
- Extended 1.0 FTE Limited-Term Human Resources Assistant through June 30, 2020. This position assists the Employee Benefits Division in processing personnel and benefits transactions and continues to assist with the implementation of the PeopleSoft e-Benefits module. This position is funded through departmental charges through the cost allocation plan.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The County's vacancy rate has ranged between 8.7% and 11.3% over the current fiscal year as the County continues to experience retirements of employees in the baby boomer generation, and with the strong economic climate. In 2016, there were 88 retirements; in 2017, there were 108, a 22.7% increase; and in 2018, there were 129, a 19.4% increase. Recruiting, retaining and developing the next generation of County employees will continue to play a critical role in successfully achieving the County's mission. Recruiting well-qualified talent has become more challenging. We find ourselves competing in a job market where the unemployment rate is approximately 4%, which suggests that we have reached and continue to maintain full employment. Consequently, we continue expanding our recruitment presence using social media avenues.

As Departments seek ways to streamline processes, the Human Resources Department has explored revisions, and potential automation, to its hiring processes and Civil Services Rules. Automating and enhancing existing capabilities will strengthen the overall employee experience, including efficiencies in the hiring process, enhanced feedback provided to employees, and increased supervisorial tools.

The Department will begin negotiating all 19 successor collective bargaining agreements which will go into effect in FY2019/20.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1103 EMPLOYEE DEVELOPMENT & TRAININ	582,434	660,923	747,534	86,611	13.1%
1830 RISK MANAGEMENT	16,689,719	19,525,713	19,463,305	(62,408)	(0.3%)
APPROPRIATIONS					
1103 EMPLOYEE DEVELOPMENT & TRAININ	629,464	643,114	717,281	74,167	11.5%
1830 RISK MANAGEMENT	19,363,238	19,726,101	19,921,266	195,165	1.0%
NET CHANGE					
1103 EMPLOYEE DEVELOPMENT & TRAININ	47,030	(17,809)	(30,253)	(12,444)	69.9%
1830 RISK MANAGEMENT	(2,673,518)	(200,388)	(457,961)	(257,573)	128.5%

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

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:	
FY2018/19 Midyear Projection:	624,101
FY2019/20 Recommended:	717,281
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	3

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Finding an affordable software system that interfaces with the County's PeopleSoft Human Resources Management System to track employee mandated and elective online training efficiently, and thus eliminating the "double" data entry that is manually entered by Human Resources' staff for each County employee.

Accomplishments:

- Implemented HR Insight Academy for Lead Workers for those interested in becoming supervisors to develop the knowledge, skills and abilities required to be successful by learning key Public Sector Employment laws and Human Resources personnel practices.
- The following training classes were offered during the third year of participation in the Center for Staff Development Training Consortium:
  - Building a Cohesive Team
  - Basic Awesome Communication Skills
- Continued to partner with Managed Health Network (MHN) to provide trainings on Creating a Respectful Work Environment, Effective Workplace Communication, Diffusion and De-escalation Techniques, Identify Your Strengths, Managing Your Emotions, and Managing Personal Finances.
- Hosted 12th Annual Education Fair for County employees.
- Coordinated and sponsored 8th cohort of County employees through the Solano County Mentoring Program.
- Hosted 1st HR Hiring Summit for Supervisors and Managers on hiring procedures and best practices.
- Coordinated and hosted Advanced Interviewing Techniques to assist supervisors and managers in hiring candidates with skills identified through the Solano County Leadership Development Model.
- Provided countywide internship opportunities for 10 college interns working in various County departments.

WORKLOAD INDICATORS

- 5,890 training spaces were occupied by employees from July 1, 2018 through February 28, 2019, compared to 6,070 training spaces during that same period in FY2017/18.
- Offered 109 professional development/training classes, excluding County-mandated sessions, to County employees compared to 131 classes last fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $86,611 or 13.1% in revenues and an increase of $74,167 or 11.5% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, Net County Cost decreased by $12,444 or 69.9%.

Primary Funding Source

The primary funding source for this Division is Charges for Services, which includes Countywide Administrative Overhead of $742,534 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 FY2019/20 Recommended Budget includes an $86,611 or 13.1% net increase in revenues due to an increase in Countywide Administrative Overhead reimbursement.

Primary Costs

The FY2019/20 Recommended Budget includes a $74,167 or 11.5% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of $2,575 or 0.6% primarily resulting from an increase in wages for a merit increase, as well as increases in health insurance. These increases are partially offset by a decrease in retirement costs for the County-sponsored paid internship program as interns are not expected to work enough hours to qualify for retirement benefits.
- Services and Supplies reflect an increase of $64,670 or 35.1% primarily due to increases of $55,150 in education/training and $4,000 in meals/refreshments for addition of the Solano Leadership Academy which is offered every other fiscal year; $5,000 in professional services for video production costs to create an online Customer Service Training course; and $5,000 in employee recognition for the Countywide annual recognition program; and offset by a decrease of $4,500 for computer components, as there are no computer or printer purchases anticipated in FY2019/20.
- Other Charges reflect an increase of $3,922 for CAC building charges.
- Intra-Fund Transfers reflect an increase of $3,000 for custodial charges to set up conference rooms for the additional training offered through the Solano Leadership Academy.

Contracts

None requiring Board action.

Fixed Assets

None.

DEPARTMENT COMMENTS

Target Solutions, the County's primary Learning Management System (LMS) for online training has expanded their online course trainings to include Microsoft Office Computer Training, Wellness, and Skill Development courses. The new training courses have resulted in an increase in the number of courses employees can take online.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	582,434	660,923	747,534	86,611	13.1%
TOTAL REVENUES	**582,434**	**660,923**	**747,534**	**86,611**	**13.1%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	391,848	441,758	444,333	2,575	0.6%
SERVICES AND SUPPLIES	212,247	184,480	249,150	64,670	35.1%
OTHER CHARGES	10,875	11,127	15,049	3,922	35.2%
OTHER FINANCING USES	10,266	3,649	3,649	0	0.0%
INTRA-FUND TRANSFERS	4,228	2,100	5,100	3,000	142.9%
TOTAL APPROPRIATIONS	**629,464**	**643,114**	**717,281**	**74,167**	**11.5%**
NET COUNTY COST	**47,030**	**(17,809)**	**(30,253)**	**(12,444)**	**69.9%**

	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
STAFFING					
EMPLOYEE DEV. & TRAINING	3	3	3	0	0.0%
TOTAL STAFFING	**3**	**3**	**3**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

Target Solutions has been the County's primary Learning Management System (LMS) for online training, since it was implemented in 2008. It provides mandated and elective online training courses for employees that range from Leadership Development and Health and Safety to Regulatory/Compliance. However, Target Solutions does not interface with the County's PeopleSoft Human Resources Management System. Therefore, employee training completion reports from Target Solutions are downloaded to Microsoft Excel, which staff then manually enters into the employee's PeopleSoft training record requiring "double" data entry. The Department continues to search for an affordable LMS system that will interface with PeopleSoft, thereby reducing the extra work and tracking employees' training records more efficiently, as well reducing errors due to the manual entry.

Additionally, the County of Solano anticipates the changing demographic impacts of an aging workforce with mid-management, senior and executive managers in the County nearing retirement in larger numbers and has been expanding the training and development programs. In anticipation of the 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 leadership roles. These programs will continue to be offered every other fiscal year. In addition, the County developed and rolled-out a new lead worker training program, called HR Insight Academy, which provides lead workers with an overview of supervision principles and best practices, as well as employment and labor law to help better prepare workers for supervision. The County will also need to expand, and fund strategies designed to recruit and retain the younger generations that will be entering the workforce in the coming years.

County Departments continue to provide internship assignments to offer youth and college students the opportunity to gain County work experience. The average assignment allows individuals to work up to a maximum of 29 hours per week. Annual recruitment efforts will be made to provide interns the opportunity to begin their internship in July each fiscal year.

FUNCTION AND RESPONSIBILITIES

The Risk Management Division administers loss control insurance, workers' compensation and safety programs, and manages the disability and disabled employee leave programs.

Budget Summary:	
FY2018/19 Midyear Projection:	18,438,396
FY2019/20 Recommended:	19,921,266
County General Fund Contribution:	250,000
Percent County General Fund Supported:	1.3%
Total Employees (FTEs):	7.7

1821 Administration

This program oversees and directs the administration and management of the Liability and Workers' Compensation Programs; directs the administration and management of the Occupational Health Program; coordinates employee wellness programs, pre-appointment physical examinations, ADA accommodations and disability leave management; purchases commercial property insurance for County-owned and/or leased buildings, and purchases other insurance for specific risks associated with operations of various departments.

1822 Liability

This program administers the County's Liability Insurance programs; monitors and directs administration of the program through the California State Association of Counties - Excess Insurance Authority (CSAC-EIA) General Liability Insurance Program, Excess Liability Insurance Program, Medical Malpractice Insurance Program; and Cyber Liability Program; works collaboratively with County Counsel on civil lawsuits; and manages County risks.

1823 Workers' Compensation and Safety

This program monitors and directs administration of the Workers' Compensation program through the County's self-insurance program; provides disability management services; implements Cal/OSHA mandated loss prevention and safety programs; administers the County's Occupational Health and Safety Program; and administers the County's Employee Wellness Program.

1824 Property

This program ensures that all County property is covered by adequate property casualty, boiler and machinery, and earthquake insurance policies, and works on behalf of Departments and with Departments to recover losses from the County's insurer.

1825 Unemployment

This program provides unemployment insurance coverage for all County employees on a self-insured basis.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Reducing workers' compensation costs and implementing programs to effectively reduce the County's overall program expenses.
- Reducing liability and property claims experience throughout the County.
- Increasing employee participation in the Solano County Wellness Program.

Accomplishments:

- Established and implemented the Athens Administrator Medical Provider Network to provide medical treatment for workers' compensation claims.
- Established and implemented the Solano County Hearing Conservation Program.
- Received the Exemplary Achievement in Government Leadership (EAGLE) Award for Innovation in Excellence in Development and Implementation in Risk Control for the County's Ergo Express Ergonomic and Injury Prevention Program.
- Received the EAGLE Award for Innovation in Excellence in Development and Implementation of Wellness Programs for the County's Know Your Numbers Financial Wellness Campaign.

- Solano County received the “Healthy Workplace Achievement” recognition in 2018 from the American Heart Association.

WORKLOAD INDICATORS

During the period July 1, 2018 – February 28, 2019:

- The number of reported workers’ compensation claims was 190 compared to 245 during the same period in FY2017/18.
- The number of days absent from work due to a workers’ compensation injury (per OSHA Log 300) was 2,369 for 2018 as compared to 2,955 for 2017.
- Closed 211 workers’ compensation claims as compared to 229 during the same period in FY2017/18.
- Processed 1,725 FMLA/Discretionary/Labor Code 4850 leave of absence letters compared to 1,738 in FY2017/18.
- Completed 99 ergonomic evaluations compared to 98 in FY2017/18. Completed 145 Ergo Express evaluations compared to 261 in FY2017/18.
- The Wellness Ambassador program has been active with 40 ambassadors, up from 32 ambassadors in FY2017/18. Solano County’s Wellness Ambassador program continues with volunteer employees who enthusiastically promote employee wellness in their departments.
- Solano County had a 40% increase in registered users of My Well Site, with total participation at 747 as of February 28, 2019.
- Completed 243 ADA interactive meetings compared to 245 in last fiscal year. A majority of these are related to workers’ compensation claims and the return-to-work process.
- Coordinated 95 pre-appointment physicals compared to 107 in the prior fiscal year.
- Administered 1,530 vaccines, including 975 flu vaccinations, for the Aerosol Transmissible Disease and Blood-Borne Pathogen Cal/OSHA standard vaccine requirements compared to 1,514, including 916 flu vaccinations in FY2017/18.
- Coordinated 73 pre-appointment drug screens compared to 42 in FY2017/18.
- Provided 39 respirator fit-tests for employees who are expected to wear respirators as personal protective equipment.
- Coordinated workers’ compensation updates with departments to keep them apprised of their respective claims’ status.
- Coordinated quarterly meetings of the Countywide Safety/Health Board comprised of senior executives in support of health and safety of the workforce.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $62,408 or 0.3% in revenues and an increase of $195,165 or 1.0% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, use of Fund Balance increased by $257,573 or 128.5%.

1821 Administration

Primary Funding Source

The Administration Division is funded through Intrafund Transfers of $1,384,455 to the Risk Management operating divisions. These charges are estimated to increase by $128,543 or 10.2% when compared to FY2018/19 Adopted Budget.

Primary Costs

The primary costs for the Administration Division are:

- Salaries and Employee Benefits of $635,775, reflect a projected increase of $15,193 primarily due to a scheduled merit increase and increased retirement costs.

- Services and Supplies of $201,275 reflect a projected increase of $8,308 primarily due to increases of $6,300 for computer refreshes, $1,500 for photocopier lease payments, and $1,090 in liability insurance; and offset by a decrease of $2,015 in central data processing services.
- Other Charges of $541,305 are projected to increase by $104,975 primarily due to an increase of $104,135 in Countywide Administrative Overhead charges.
- Other Financing Uses are projected to increase $67 for Pension Obligation Bond costs.

Contracts

None requiring Board action.

Fixed Assets

None.

1822 Liability

The Recommended Budget of $7,203,849 represents an increase of $866,206 or 13.8% in revenues and an increase of $914,241 or 14.5% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, use of Fund Balance increased by $48,035.

Primary Funding Sources

The primary funding source for the Liability Division is $6,484,314 from charges to user departments for their allocated share of liability insurance costs. These revenues are estimated to increase by $1,416,206 or 27.9% when compared to the FY2018/19 Adopted Budget.

Miscellaneous/Other Revenue of $414,000 is received from the Department of Health and Social Services as reimbursement for malpractice insurance payments paid on its behalf.

Other Financing Sources reflects a $250,000 Transfers-In from the County General Fund for unanticipated litigation exposures during the fiscal year.

Primary Costs

The primary costs for the Liability Division are:

- Insurance – Other of $4,743,423 reflects an increase of $1,317,923 or 38.5% due to an increase in the preliminary insurance rates received from CSAC Excess Insurance Authority which include:
  - General Liability Insurance of $4,728,000.
  - Cyber Liability of $8,100.
  - Special Liability Insurance Program of $4,225.
  - Pollution Program Insurance of $3,098.
- Malpractice Insurance of $414,000 reflects an increase of $194,000 when compared to last fiscal year. There is offsetting revenue from the Department of Health and Social Services included in the Other Revenue line item.
- Insurance Claims of $200,000 for primary liability insurance payments under the $10,000 deductible limit is $100,000 or 33.3% lower than last fiscal year.
- Non-Covered Liability Claims of $945,000, for claims that are not covered by the General Liability Program, decreased by $555,000.

Contracts

None requiring Board action.

Fixed Assets

None.

1823 Workers' Compensation and Safety

Primary Funding Source

The primary funding source for the Workers' Compensation Division is from charges to user Departments for their allocated share of workers' compensation insurance. These revenues are estimated to decrease by $1,069,000 or 9.7% when compared to last fiscal year for a total recovery in FY2019/20 of $10,000,000.

Primary Costs

The primary costs for Workers' Compensation and Safety Division are:

- Insurance – Other of $3,247,000 reflects an increase of $469,000 or 16.9% due to an increase in the preliminary insurance rates received from CSAC Excess Insurance Authority. Included are:
  - Excess Workers' Compensation Insurance of $2,897,000.
  - Department of Industrial Relations of $350,000.
- Insurance Claims of $5,067,997 reflect a decrease of $1,544,044 or 23.4% due to lower anticipated payouts for workers' compensation insurance claims.
- Other Professional Services of $807,000 in contracts reflect an increase of $27,532.

Contracts

The Recommended Budget includes a total of $807,000 in contracted services which include the following significant contracts:

- $462,000 for Workers' Compensation third party claims administration fees.
- $135,000 Occu-Med contract.
- $170,000 with Department of Health & Social Services for Occupational Health medical-related services.

Fixed Assets

None.

1824 Property

Primary Funding Source

The primary funding source for the Property Insurance Division is $1,708,059 in charges to user Departments for their allocated share of property insurance expenses. These revenues are estimated to decrease by $130,937 or 7.1% when compared to last fiscal year. For FY2019/20, the Department will use $344,812 more 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 $1,995,648 reflects an increase of $210,448 or 11.8% due to higher projected insurance rates which includes the following programs:
  - Property Insurance of $1,932,600.
  - Equipment Maintenance Management Program of $35,000.
  - Bond Insurance of $20,800.
  - Airport Liability Insurance of $3,748.

- Watercraft Insurance of $3,500.

- 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 FY2018/19.

Contracts

None.

Fixed Assets

None.

1825 Unemployment

Primary Funding Source

The primary funding source for the Unemployment Insurance Division is cost recovery from departments through rates allocated based on a percentage of payroll. These revenues from charges to user Departments are estimated to increase by $179,323 when compared to last fiscal year.

Primary Costs

The primary costs for the Unemployment Division are Insurance Claims of $244,824 and are projected to increase by $36,622.

Contracts

None requiring Board action.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	224,665	127,000	225,000	98,000	77.2%
CHARGES FOR SERVICES	14,871,932	18,178,713	18,574,305	395,592	2.2%
MISC REVENUE	443,122	220,000	414,000	194,000	88.2%
OTHER FINANCING SOURCES	1,150,000	1,000,000	250,000	(750,000)	(75.0%)
TOTAL REVENUES	**16,689,719**	**19,525,713**	**19,463,305**	**(62,408)**	**(0.3%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,084,318	1,146,959	1,180,571	33,612	2.9%
SERVICES AND SUPPLIES	15,464,099	16,631,303	17,242,842	611,539	3.7%
OTHER CHARGES	2,783,424	1,936,330	1,486,305	(450,025)	(23.2%)
OTHER FINANCING USES	31,396	11,509	11,548	39	0.3%
TOTAL APPROPRIATIONS	**19,363,238**	**19,726,101**	**19,921,266**	**195,165**	**1.0%**
NET GAIN(LOSS)	**(2,673,518)**	**(200,388)**	**(457,961)**	**(257,573)**	**128.5%**
STAFFING					
RISK MANAGEMENT	7.7	7.7	7.7	0	0.0%
TOTAL STAFFING	**7.7**	**7.7**	**7.7**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

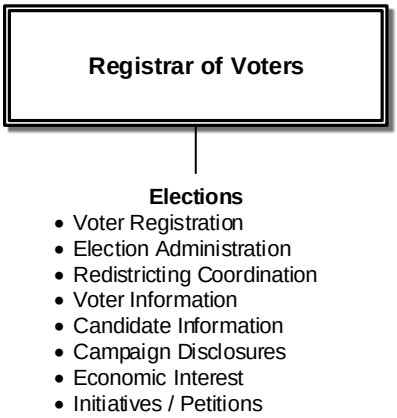
There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

As the County is self-insured for unemployment insurance claims, the Human Resources Department, Risk Management Division, will continue to monitor unemployment insurance (UI) utilization.

The County participates in the General Liability I, Deductible Buy Down Program through CSAC-EIA. There has been significant loss development in the program over the last several quarters and a recognition that the 65% confidence level which was acceptable based on prior loss development and a very stable funding position was no longer acceptable. This development has led to increased rates and recognizing that funding would need to be increased to realize a more conservative 75% to 85% confidence level. This increase in confidence level funding is more in line with typical funding across the industry as well as other EIA programs. As the industry goes through this challenging time and the underwriting cycle for public entity insurance coverage hardens, EIA and members are being impacted. EIA continues to look at claims, renewals, messaging and resources to mitigate the risk to help members manage exposures moving forward. Risk Management continues to work closely with EIA and Alliant to monitor claims and the market.

Although the County purchases General Liability coverage through the EIA for liability claims, there are some instances of non-coverage that would include, for example, contract liability. County Counsel reviews these claims with the Board of Supervisors and establishes a budget. These estimated costs are included in the Risk Management Budget and reviewed with County Counsel.



DEPARTMENTAL PURPOSE

The Registrar of Voters (ROV) is a Division of the Department of Information Technology charged with conducting fair and impartial federal, State, local and school elections as mandated by the Constitutions of the United States and the State of California, the State of California Elections Code, Government Code, Education Code, Health & Safety Code, and the Water Code

Budget Summary:	
FY2018/19 Midyear Projection:	4,198,948
FY2019/20 Recommended:	7,487,837
County General Fund Contribution:	5,376,320
Percent County General Fund Supported:	71.8%
Total Employees (FTEs):	9

FUNCTION AND RESPONSIBILITIES

There are six established election dates over a two-year election cycle. Elections are scheduled in Solano County in November every year, March in even years. Additional elections may be scheduled in April in even years, and March in odd years. Mail ballot elections may be conducted in May and August of each year as well as in March of even-numbered years. Special, initiative, referendum, recall, and school bond elections are not limited to the regular election dates.

Costs for federal, State, and County elections are borne by the County, while the other jurisdictions (cities, schools and special districts) reimburse the County for the cost of conducting their elections. State special elections may be reimbursed at the discretion of the Legislature and Governor.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Continued to work closely with the Secretary of State in 2018 and 2019 to implement business process improvements to the statewide voter registration system known as “VoteCal.” Solano County continues to chair the VoteCal Business Process Committee providing direction on business process decisions to all 58 counties and helping the State to implement new business processes. Our role in coordinating and providing input from local registrars and including testing continues to be critical to help direct the State to implement and address programs such as the automatic registration through Department of Motor Vehicles (DMV), conditional or same-day registration statewide, and statewide ballot processing guidelines to minimize voter fraud in elections.
- Significantly reduced election costs by contracting with a new print vendor resulting in cost and production time savings for 2018.
- ROV will implement new vote tabulating equipment for future elections commencing in 2020. This will require extensive outreach and staff training to ensure a successful transition to the new system.
- Through business process changes, reported a 20% increase in registered voters throughout the year and an additional 10% increase in Vote-by-Mail (VBM) voters with minimal operational expenses in 2018.
- Continued outreach to community partners in disseminating the election process and providing education on services offered by our ROV to ensure voters’ needs for accessibility and alternative language requirements are being met in preparation for new requirements in future elections.

- 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 (currently 30% of locations).
- Successfully implemented many new processes to meet State legal requirements for registering underage voters, Conditional Voter Registration and automatic registration through the Department of Motor Vehicles.
- With VoteCal being established as the system of record for voter registration, the ROV is now required to:
  - Register voters on Election Day and to continue our practice of connecting e-rosters to polling places.
  - Perform pre-registration of underage voters – 16 years old and up.
  - Process voters through the new Motor Voter program which continues to increase voter registrations by 10-15% for each election.

WORKLOAD INDICATORS

- ROV staff processed a total of 146,326 voter file transactions in FY2018/19. This represents an overall voter registration increase of 38,944 new registered voters. The increase in registrations during the fiscal year were handled primarily through the online voter registration system (107,420 records). ROV maintains significant efficiencies through the increased use of online voter registration and the statewide VoteCal system. More than 70% of all voter registration transactions are now handled via automated processing versus manual entry.
- Consistent with previous years, 2018 Vote-by-Mail (VBM) turnout continued at a high level and comprises a significant portion of the work for the ROV office. Approximately 72% of all voters are permanent VBM voters, and typically 78% of the voters return their ballots each election. In addition, over 25% of VBM voters return their ballots at the polls or in the ROV office on Election Day. The ROV continues to receive 25% of the VBM returns on election day and has implemented procedures to process most of them on election night.
- ROV has implemented a significant number of legislative changes, modifying election processing. These changes along with cross-training of staff have required conducting multiple test or mock elections to ensure procedures are updated and the system works according to legislative requirements. In FY2019/20 the ROV staff will conduct two internal test elections and one coordinated statewide mock election in addition to the scheduled State 2020 Primary Election in March.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ELECTIONS	868,295	903,000	2,111,517	1,208,517	133.8%
TOTAL REVENUES	**868,295**	**903,000**	**2,111,517**	**1,208,517**	**133.8%**
APPROPRIATIONS					
ELECTIONS	3,802,132	4,559,098	7,487,837	2,928,739	64.2%
TOTAL APPROPRIATIONS	**3,802,132**	**4,559,098**	**7,487,837**	**2,928,739**	**64.2%**
NET COUNTY COST					
ELECTIONS	2,933,837	3,656,098	5,376,320	1,720,222	47.1%
NET COUNTY COST	**2,933,837**	**3,656,098**	**5,376,320**	**1,720,222**	**47.1%**

STAFFING					
ELECTIONS	9	9	9	0	0.0%
TOTAL STAFFING	**9**	**9**	**9**	**0**	**0.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $1,208,517 or 133.8% in revenues and an increase of $2,928,739 or 64.2% in appropriations when compared to FY2018/19 Adopted Budget. As a result, the Net County Cost increased by $1,720,222 or 47.1%.

Primary Funding Sources

The primary funding source for the Department is General Fund, which is comprised of $5,376,320 or 71.8% of the Recommended Budget.

The FY2019/20 Recommended Budget includes a $1,208,517 or 133.86% net increase in revenues primarily due to the following:

- Intergovernmental Revenues reflect an increase of $2,069,517 for State reimbursements for election services and federal and State Grants for vote tabulation equipment.
- Charges for Services reflect a decrease of $861,000 which represents billings to participating entities. To the greatest extent permitted by law, ROV costs are billed to the entities participating in each election. Generally, federal and State election costs are borne by the County, which is the case in the FY2019/20 March 3, 2020 Primary election; the only scheduled election in the fiscal year.

Primary Costs

The FY2019/20 Recommended Budget of $7,487,837 includes a $2,928,739 or 64.2% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of $29,053 or 1.8% as a result of increases in salaries and employee benefit costs and increased use of Extra Help for the anticipated high-turnout during the March 3, 2020 Presidential Primary Election and required State changes in voting process.
- Services and Supplies reflect an increase of $96,491 or 4.1% primarily due to anticipation of needs for the 2020 Presidential Primary Election.
- Other Charges reflect a decrease of $63,561 or 11.2% primarily due to Countywide Administrative Overhead.
- Fixed Assets reflect an increase of $2,852,517 primarily due to the purchase of vote tabulation equipment to replace the existing equipment which was decertified by the California Secretary of State and is no longer allowed to be used in future Statewide elections.
- Intrafund transfers reflect an increase of $14,500 or 63% primarily for postage in anticipation for increased mailings for poll workers reference manuals and County and State voter information guide.

Contracts

The FY2019/20 Recommended Budget includes a total of $443,847 or 5.9% in contracted services and other professional services which includes the following significant contracts:

- $180,000 for election equipment and supply deployment and retrieval.
- $70,000 for electronic poll book annual maintenance and support.
- $47,000 for poll worker management system, online training and election night reporting.
- $41,000 for election setup and support services.
- $35,000 for ballot access application for military/overseas and disabled voters.

Fixed Assets

The FY2019/20 Recommended Budget includes a $2,852,517 vote tabulation equipment to replace the existing equipment which is no longer allowed for use in the 2020 Statewide elections and will be largely offset with a State reimbursement.

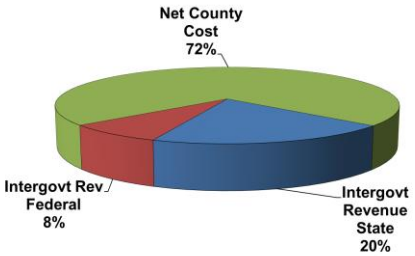
DEPARTMENT COMMENTS

The FY2019/20 Recommended Budget includes an increase in anticipated extra-help, services and supplies. The Department continues to review business process improvements to further streamline services and reduce operating costs.

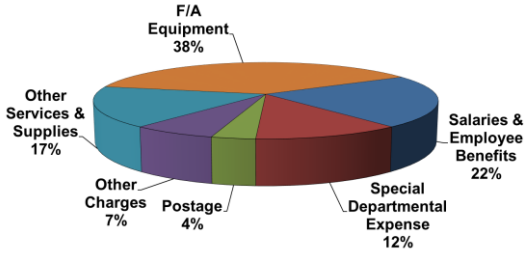
The ROV continues to evaluate opportunities to reduce direct operational costs. In addition to evaluating print vendors, annual maintenance contracts, and taking advantage of State provided services, ROV will continue to evaluate “low performing” polling places and utilization of County owned facilities for future polling places where possible.

ROV continues to meet with stakeholders throughout the calendar year to discuss election process changes and how these changes may impact the citizens of Solano County.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	10,112	20,000	1,434,500	1,414,500	7072.5%
INTERGOVERNMENTAL REV FEDERAL	19,615	0	655,017	655,017	0.0%
CHARGES FOR SERVICES	838,310	883,000	22,000	(861,000)	(97.5%)
MISC REVENUE	258	0	0	0	0.0%
TOTAL REVENUES	**868,295**	**903,000**	**2,111,517**	**1,208,517**	**133.8%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,278,377	1,620,786	1,649,839	29,053	1.8%
SERVICES AND SUPPLIES	1,995,878	2,334,636	2,431,127	96,491	4.1%
OTHER CHARGES	467,734	569,018	505,457	(63,561)	(11.2%)
F/A EQUIPMENT	0	0	2,852,517	2,852,517	100.0%
OTHER FINANCING USES	29,646	11,658	11,397	(261)	(2.2%)
INTRA-FUND TRANSFERS	30,497	23,000	37,500	14,500	63.0%
TOTAL APPROPRIATIONS	**3,802,132**	**4,559,098**	**7,487,837**	**2,928,739**	**64.2%**
NET COUNTY COST	**2,933,837**	**3,656,098**	**5,376,320**	**1,720,222**	**47.1%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

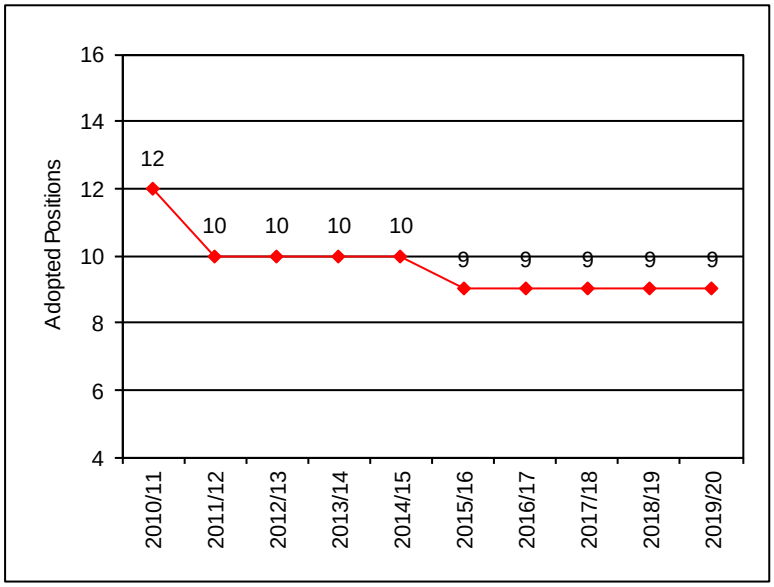
There is a $1,720,222 increase in Net County Cost when compared to the FY2018/19 Adopted Budget; $882,222 is attributed to the costs to administer the March 3, 2020 Presidential Primary Election. The Department continues to implement automation projects which will continue to decrease ROV expenses as registration, level of service, and turnout rates for elections continue

to grow. The remaining $838,000 is the County's General Fund share for the purchase of the vote tabulation equipment that can no longer be used for future Statewide elections.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND

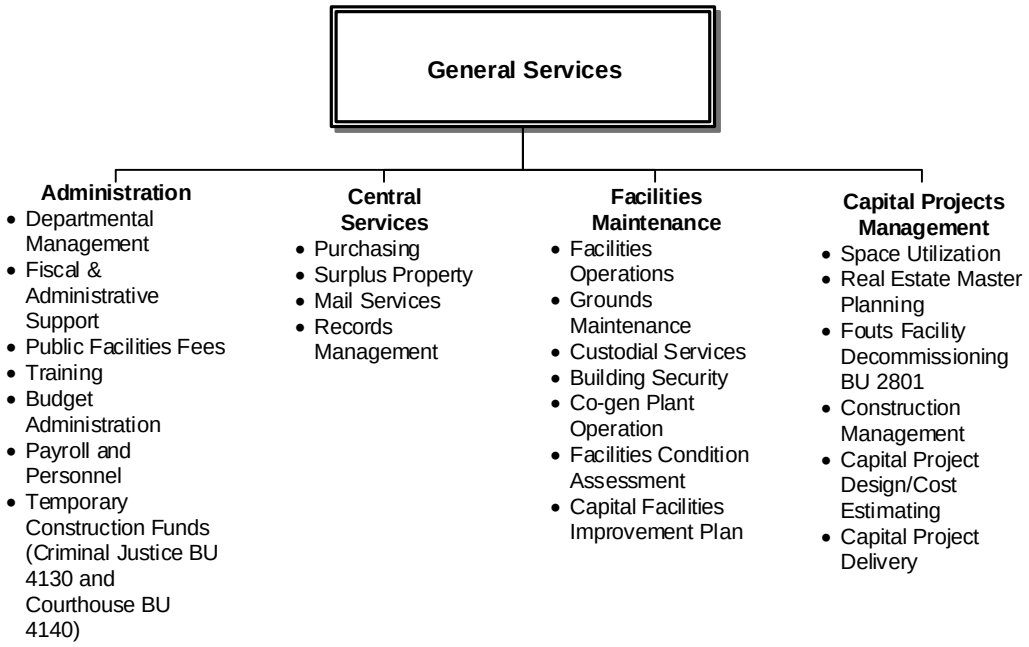


PENDING ISSUES AND POLICY CONSIDERATIONS

The ROV was notified by the California Secretary of State in February of 2019 that its existing vote tabulation equipment will no longer be allowed for use in Statewide elections. ROV has issued an RFP for equipment replacement, is evaluating the responses, and will be making a recommendation to the Board of Supervisors in late June 2019.

The current voting system was purchased in 2004 for $4,187,648. Current estimates for replacements range from $2,175,000 to $3,675,000 depending on a variety of solutions. ROV has roughly $600,000 available in federal funding (no County match) and $1,400,500 in State funding (requires County match) for voting equipment funding; however, the remainder of the costs will be an expense to the General Fund. The current General Fund expense estimate is $838,000.

Additionally, the ROV will have additional election costs for administrative changes required by the State Legislation for the 2020 elections and beyond. Specifically, ROV will pay the cost of postage for all returned Vote-by-Mail ballots and allow for same day registrations to take place at all polling places in the County.



DEPARTMENTAL PURPOSE

The purpose of the Department of General Services is to provide County Departments with reliable, quality, innovative support services in the areas of facilities management, capital projects management and central services that promote a clean, safe and healthy place to live, learn, work and play.

Budget Summary:	
FY2018/19 Midyear Projection:	21,748,598
FY2019/20 Recommended:	22,918,544
County General Fund Contribution:	3,258,821
Percent County General Fund Supported:	14.2%
Total Employees (FTEs):	90

FUNCTION AND RESPONSIBILITIES

Administration

Sets and administers departmental policies and procedures and monitors for compliance; provides financial administration and fiscal control; manages personnel and payroll; provides administrative support for the Department's six operating divisions; and administers the County's capital projects and departmental budgets.

Central Services

Provides support services to County departments, including purchasing, surplus property disposal, mail and courier services, central records storage, and support to the County Historical Records Commission.

Facilities Maintenance

- Building Maintenance

  Provides a comprehensive facilities operations and management program including project support services, HVAC, electrical, life safety, building security services, and plumbing systems maintenance for the counties over 2 million sq. ft. buildings and associated grounds including parking lots. Facilities Operations also oversees the County's energy management functions, which include operating and maintaining a cogeneration plant, solar arrays, monitoring of utility usage, and developing and implementing utility efficiency measures and projects.

- Grounds Maintenance

  Provides a comprehensive landscaping program to include maintaining turf, shrubs, trees, gardens, irrigation systems and weed/litter control on County owned property.

- Custodial Services

  Provides a comprehensive custodial program to include daily cleaning, floor and carpet care, window washing, floor restoration, recycling, and procurement of sanitary products for County owned facilities.

Capital Projects Management

Leads capital improvement planning, development, and facility renewal of new and existing County facilities by providing comprehensive project management services. Capital Projects funding is included in Accumulated Capital Outlay (BU 1700).

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- The square footage of maintained building space increased with the addition of the Rourk Vocational Center. The County buildings continue to age creating increased maintenance and repairs and increased possibilities of equipment failures. (Facilities Operations)
- Key staff retirements in Facilities leaves staffing and operational gaps and results in a loss of institutional knowledge thereby requiring a need for highly skilled and experienced staff to train and mentor newer staff. (Facilities Operations)
- The grounds staffs are currently maintaining 140 acres, some open ground susceptible to fire and the remaining is grass and landscape areas which are providing hiding space for homeless, resulting in increased staff time to clean debris around buildings. (Facilities Operations)
- Implement a robust preventive maintenance program to extend the lifecycle of building infrastructure reducing downtime, failures, and costs associated with reacting to emergencies. (Facilities Operations)

Accomplishments:

- Identified priority capital renewal projects recommended for funding in FY2019/20 based on findings from the 2016 Facility Condition Assessment of County buildings consistent with the Board of Supervisor's direction to maintain County real estate assets in good condition over time. (Capital Projects Management)
- Completed construction of the SB 1022 Rourk Vocational Training Facility. (Capital Projects Management)
- Completed pre-award process for the web-based software solution for electronic procurement system and implementation services to increase the efficiencies in the countywide procurement process (Central Services)
- Conducted Countywide training on purchasing and contracting, personal property surplus and mail services policies and procedures to improve efficiencies and effectiveness of operations. (Central Services)
- Conducted a comprehensive lighting assessment of all County owned facilities. Leveraged utility provider incentives to re-lamp facilities at no cost to the County to more energy efficient lighting to reduce energy consumption. (Facilities Operations)
- Completed major overhaul of the main engine at the Cogeneration plant to achieve regulatory compliance. (Facilities Operations)
- Implemented a new computer maintenance management system allowing work requirements to be dispatched to technicians via computer or smart phone. (Facilities Operations)

WORKLOAD INDICATORS

Administration

- Responsible for the oversight and fiscal management of 13 departmental budgets, totaling approximately $100 million. These departmental budgets include 125 individual budgets requiring direct oversight and fiscal management.

- Processed over 10,265 invoices totaling over $32 million in payments and tracked 448 departmental purchase orders. Responsible for tracking 122 Countywide utility accounts (53 Gas/Electric, 13 Garbage & 56 Water).
- From March 2018 through February 2019 processed 151 personnel actions, audited 85 employees time studies each pay-period to ensure accurate documentation of time for billing purposes, and scheduled/completed 256 mandated trainings for over 100 employees.
- Managed cost accounting and financial reporting associated with over 62 capital projects in FY2018/19 with a value of approximately $41.9 million.

Central Services

- Processed 2,283 purchase orders and processed 73 bids and Requests for Proposals (RFP) from March 1, 2018 through February 2019.
- Provided oversight and support for County records storage services to ensure appropriate retention period in accordance with County retention schedules and policies.
- Conducted 1,035 surplus auctions and recyclable materials, generated $93,207 in revenues for the General Fund and saved $23,060 in redistributed surplus.
- Expanded surplus sales advertisements by utilizing social media platforms increasing community awareness resulting in increased sales.
- Processed and metered 1,531,082 individual pieces of United States Postal Service mail.
- Administered the County Procurement Card program. Maintained 351 accounts, which includes training 103 County staff. Management of the program brought $26,401 back into the County's General Fund via rebate dollars.

Facilities Management

- Completed 8,729 work orders for maintenance and improvements of County facilities.
- Produced over 12,562,000 kilowatt hours of electricity from the County's cogeneration Plant and 4 photovoltaic facilities on County campuses.
- Processed 202 purchase orders for services and supplies in support of Facilities Management.
- Processed over 1,994 invoices for payments pertaining to facilities services, supplies, and equipment.

Capital Projects Management

- Managed over 60 design, planning, and construction projects, completing projects with a total value approaching $45 million in FY2018/19
- Processed and reviewed over 400 furniture/work station requests including add, move and changes for County departments.
- Maintained space utilization and document databases for 2.5 million square feet of County facilities.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	1,033,509	1,084,219	986,325	(97,894)	(9.0%)
ARCHITECTURAL SERVICES	1,393,667	1,722,651	1,918,965	196,314	11.4%
CENTRAL SERVICES	2,146,103	2,126,284	2,230,280	103,996	4.9%
FACILITIES MAINTENANCE	11,739,415	13,278,351	14,524,153	1,245,802	9.4%
TOTAL REVENUES	**16,312,694**	**18,211,505**	**19,659,723**	**1,448,218**	**8.0%**
APPROPRIATIONS					
ADMINISTRATION	1,499,219	1,538,772	1,534,821	(3,951)	(0.3%)
ARCHITECTURAL SERVICES	1,930,188	1,874,141	2,136,965	262,824	14.0%
CENTRAL SERVICES	1,862,837	1,982,751	2,015,609	32,858	1.7%
FACILITIES MAINTENANCE	13,473,738	15,093,993	17,231,149	2,137,156	14.2%
TOTAL APPROPRIATIONS	**18,765,982**	**20,489,657**	**22,918,544**	**2,428,887**	**11.9%**
NET COUNTY COST					
ADMINISTRATION	465,710	454,553	548,496	93,943	20.7%
ARCHITECTURAL SERVICES	536,521	151,490	218,000	66,510	43.9%
CENTRAL SERVICES	(283,266)	(143,533)	(214,671)	(71,138)	49.6%
FACILITIES MAINTENANCE	1,734,323	1,815,642	2,706,996	891,354	49.1%
NET COUNTY COST	**2,453,288**	**2,278,152**	**3,258,821**	**980,669**	**43.0%**

STAFFING					
ADMINISTRATION	9	9	9	0	0.0%
ARCHITECTURAL SERVICES	6	6	6	0	0.0%
CENTRAL SERVICES	11	11	11	0	0.0%
FACILITIES MAINTENANCE	62	62	64	2	3.2%
TOTAL STAFFING	**88**	**88**	**90**	**2**	**2.3%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of $1,448,218 or 8.0% in revenues and $2,428,887 or 11.9% in expenditures when compared to the FY 2018/19 Adopted Budget. As a result, the Net County Cost has increased by $980,669 or 43.0%.

Primary Funding Sources

The primary funding source for the Department is Charges for Services which comprises of $18,841,202 or 95.8% of the total revenue.

The FY2019/20 Recommended Budget includes $1,448,218 or 8% net increase in revenues primarily due to $1,384,495 or 7.9% increase in Charges for Services resulting from an increase in Countywide Administrative Overhead revenue reimbursement for operational costs from County departments for their share of facilities maintenance, custodial services, grounds maintenance, and central services.

Primary Costs

The FY2019/20 Recommended Budget includes a $2,428,887 or 11.9% net increase in appropriations primarily due to:

- Salaries and Employee Benefits reflect an increase of $460,830 or 4.5% as a result of increases in salaries and employee benefit costs, merit/longevity increases and requests for new positions including Senior Building Trade Mechanic and Groundskeeper.
- Services and Supplies reflect an increase of $1,634,618 or 17.4% due to increases in special departmental expense for various maintenance projects to be administered by the Facilities Operations Division, utility costs, contracted services for

an organizational analysis for Facilities Operations Division and Professional Services to assist the Capital Project Management Division. These increases are offset by a decrease in maintenance equipment since there is no scheduled engine overhaul at the cogeneration Plant in FY2019/20.

- Other Charges reflect an increase of $489,852 or 58.5% primarily due to the expansion of security services for various County buildings.
- Fixed Assets reflect a decrease of $172,011 or 88.0% which includes a forklift and vertical mill as outlined below.
- Other Financing Uses reflects an increase of $11,320 or 8.9% primarily due to increased cost in the purchase of a vehicle for the Facilities Operations Division.

Contracts

The FY2019/20 Recommended Budget includes a total of $1,246,489 or 5.4% for contracted services and professional services which include the following significant contracts:

- $360,000 for project management services to assist with capital project management.
- $235,000 for floor care, window care/maintenance and upholstery cleaning services.
- $200,000 for uninterruptible power supply testing, hazmat handling, fire suppression system, elevator and underground storage tank inspections and certifications.
- $125,000 for power washing, parking lot sweeping, palm tree and other tree trimming services.
- $120,000 for advanced diagnostic and engineering services.
- $65,000 for organizational analysis.
- $65,000 for building automation systems programming and boiler source testing.
- $30,700 for presort mail services to presort bar code compatible mail.
- $45,000 for grounds keeping for Solano County Fairgrounds

Fixed Assets

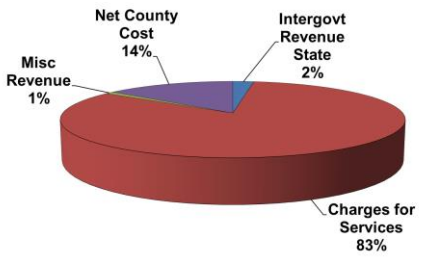
The FY2019/20 Recommended Budget includes a total of $23,502 for Fixed Assets which include the following:

- $13,900 for an electric forklift for the Central Services Division.
- $9,602 for a 49” vertical mill with power feed for the Facilities Operations Division.

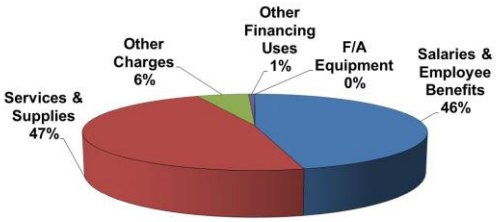
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	11,383	11,844	11,844	0	0.0%
INTERGOVERNMENTAL REV STATE	630,808	536,000	530,000	(6,000)	(1.1%)
CHARGES FOR SERVICES	15,363,194	17,456,707	18,841,202	1,384,495	7.9%
MISC REVENUE	140,607	140,954	210,677	69,723	49.5%
OTHER FINANCING SOURCES	166,701	66,000	66,000	0	0.0%
GENERAL FUND CONTRIBUTION	0	0	0	0	0.0%
TOTAL REVENUES	**16,312,694**	**18,211,505**	**19,659,723**	**1,448,218**	**8.0%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	9,297,162	10,248,301	10,709,131	460,830	4.5%
SERVICES AND SUPPLIES	8,549,396	9,378,964	11,013,582	1,634,618	17.4%
OTHER CHARGES	936,513	837,878	1,327,730	489,852	58.5%
F/A EQUIPMENT	24,752	195,513	23,502	(172,011)	(88.0%)
OTHER FINANCING USES	247,488	126,889	138,209	11,320	8.9%
INTRA-FUND TRANSFERS	(289,329)	(297,888)	(293,610)	4,278	(1.4%)
TOTAL APPROPRIATIONS	**18,765,982**	**20,489,657**	**22,918,544**	**2,428,887**	**11.9%**
NET COUNTY COST	**2,453,289**	**2,278,152**	**3,258,821**	**980,669**	**43.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in position allocation since the adoption of the FY2018/19 Budget are provided below:

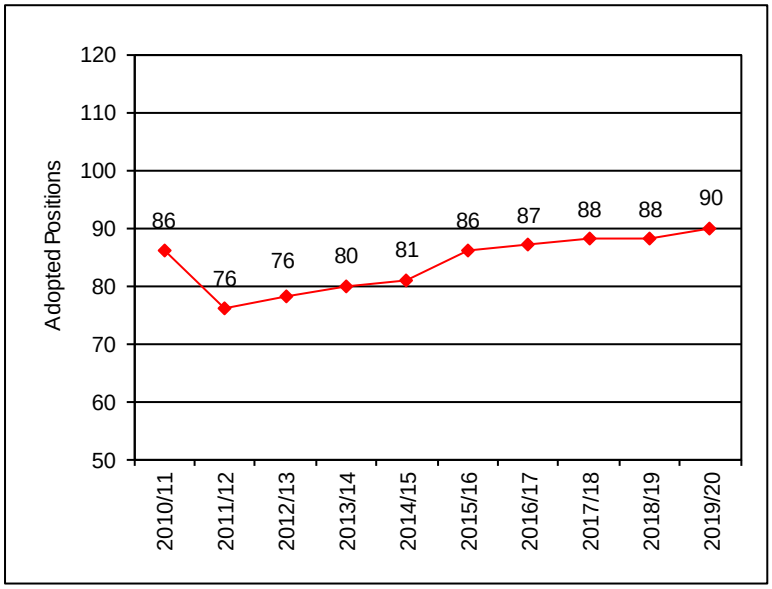
On February 26, 2018 as part of the Midyear Budget Hearing, the following positions were changed:

- Deleted 1.0 FTE Capital Projects Coordinator position, and
- Added 1.0 FTE Capital Projects Coordinator (Senior) position to address the service delivery skill needs for funded capital projects requiring experienced personnel.

The FY2019/20 Recommended Budget includes the proposed position changes:

- Add 1.0 FTE Building Trades Mechanic (Senior) (TBD) – The position will provide staff backup, internal training and development in preparation for pending retirements, and additional maintenance support for the Veterans Halls and Rourk Vocational Training Center. Funded by Countywide Administrative Overhead Revenue.
- Convert 1.0 Extra-Help Groundskeeper to 1.0 FTE – The position will help support and maintain the current 140 acres particularly the ground areas susceptible to fire, debris, litters and vandalisms. Funded by Countywide Administrative Overhead Revenue.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

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

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1640 REAL ESTATE SERVICES	1,083,457	1,011,472	1,044,180	32,708	3.2%
3100 FLEET MANAGEMENT	5,738,757	5,478,775	5,894,342	415,567	7.6%
9000 AIRPORT	1,906,839	1,838,513	2,094,595	256,082	13.9%
9010 AIRPORT SPECIAL PROJECTS	0	3,444,250	65,000	(3,379,250)	(98.1%)
9050 SPECIAL AVIATION	10,005	10,000	220,626	210,626	2106.3%
2801 FOUTS SPRINGS RANCH	508,004	503,000	3,000	(500,000)	(99.4%)
APPROPRIATIONS					
1640 REAL ESTATE SERVICES	729,889	920,643	912,560	(8,083)	(0.9%)
3100 FLEET MANAGEMENT	5,218,870	5,899,798	6,397,787	497,989	8.4%
9000 AIRPORT	1,577,531	1,496,032	1,768,316	272,284	18.2%
9010 AIRPORT SPECIAL PROJECTS	611,353	3,504,975	165,000	(3,339,975)	(95.3%)
9050 SPECIAL AVIATION	10,000	10,000	220,626	210,626	2106.3%
2801 FOUTS SPRINGS RANCH	182,620	518,300	229,654	(288,646)	(55.7%)
NET CHANGE					
1640 REAL ESTATE SERVICES	(353,568)	(90,829)	(131,620)	(40,791)	44.9%
3100 FLEET MANAGEMENT	519,887	(421,023)	(503,445)	(82,422)	19.6%
9000 AIRPORT	329,308	342,481	326,279	(16,202)	(4.7%)
9010 AIRPORT SPECIAL PROJECTS	(611,353)	(60,725)	(100,000)	(39,275)	64.7%
9050 SPECIAL AVIATION	5	0	0	0	0.0%
2801 FOUTS SPRINGS RANCH	325,384	(15,300)	(226,654)	(211,354)	1381.4%

A summary of the budgets administered by the General Services Department is provided on the following pages.

DEPARTMENTAL PURPOSE

The Real Estate Services provides real estate and property management services in support of the County's operational needs.

FUNCTION AND RESPONSIBILITIES

Real Estate Services manages the County's portfolio of real estate assets to evaluate disposition and development potential, adaptive reuse, and to minimize operating expenses and maximize revenues, including but not limited to, the acquisition, sale, and lease of real properties. In addition, Real Estate Services administers the franchise agreements with service providers for the collection of garbage, recyclables, and yard waste in the unincorporated areas of the County. Real Estate Services is also responsible for the management of the County Events Center and the County Administration Center common conference rooms.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Received approximately $16,800 in one-time General Fund revenues from twenty-five private rental events held at the County Events Center.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $32,708 or 3.2% in revenues and a decrease of $8,083 or 0.9% in appropriations when compared to FY2018/19 Adopted Budget. As a result, the Net County Cost decreased by $40,791 or 44.9%.

Primary Funding Sources

The primary funding source for the Real Estate Services is Revenue from Use of Money/Property which reflects a $31,626 or 3.9% increase primarily due to increase in Building Rental and Leases. A net increase of $1,506 or 3.2% in Charges for Services is primarily attributable to service charges from the rate reimbursements for the rental of the Portuguese Hall parking lot in Vallejo.

Primary Costs

The FY2019/20 Recommended Budget includes an $8,083 or 0.9% net decrease in appropriations when compared to the FY2018/19 Adopted Budget primarily due to a $90,637 decrease in Other Charges resulting from reduced Countywide Cost Allocation Plan charges from roll forward adjustments in the Plan for costs attributed to Real Estate Services and decreases in charges by departments using Central Services. These decreases are partially offset by increases in Salaries and Benefits of $7,738 resulting from increases in retirement costs, Service and Supplies increases of $68,794 primarily due to an increase in insurance costs charged by Risk Management, and an increase of $6,000 in Intrafund Transfers primarily for the labor, maintenance and equipment fees for County Event Center.

Contracts

None requiring Board action.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	165,678	156,517	156,093	(424)	(0.3%)
REVENUE FROM USE OF MONEY/PROP	871,274	807,526	839,152	31,626	3.9%
CHARGES FOR SERVICES	42,005	47,429	48,935	1,506	3.2%
MISC REVENUE	4,500	0	0	0	0.0%
TOTAL REVENUES	**1,083,457**	**1,011,472**	**1,044,180**	**32,708**	**3.2%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	181,013	186,717	194,455	7,738	4.1%
SERVICES AND SUPPLIES	107,829	178,049	246,843	68,794	38.6%
OTHER CHARGES	448,011	570,260	479,623	(90,637)	(15.9%)
OTHER FINANCING USES	5,161	1,814	1,836	22	1.2%
INTRA-FUND TRANSFERS	(12,126)	(16,197)	(10,197)	6,000	(37.0%)
TOTAL APPROPRIATIONS	**729,889**	**920,643**	**912,560**	**(8,083)**	**(0.9%)**
NET COUNTY COST	**(353,568)**	**(90,829)**	**(131,620)**	**(40,791)**	**44.9%**

STAFFING					
REAL ESTATE	1	1	1	0	0.0%
TOTAL STAFFING	**1**	**1**	**1**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DEPARTMENTAL PURPOSE

Fleet Management provides comprehensive low emission and advanced technology fleet management and transportation services to County departments, two cities and six special districts within Solano County.

FUNCTION AND RESPONSIBILITIES

Fleet Management is responsible for providing monthly and daily vehicle rentals, equipment maintenance and repair, management of five fuel sites, and acquisition and disposal of vehicles and equipment. Fleet Management is a Division of the General Services Department.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Fleet has 65 hybrid vehicles in service and will be looking at additional opportunities to comply with new statewide targets for low/no emission vehicles.
- The County Fleet includes 92% of gasoline powered vehicles that are certified as low emission vehicles.
- There are 85 vehicles on the replacement plan for FY2019/20, in addition to department requests to add 9 new vehicles to the fleet.
- Fleet will lead the way to implementing Global Positioning System (GPS) to all Fleet owned vehicles including vehicle tracking and diagnostics in real time, increasing division productivity.

WORKLOAD INDICATORS

- During calendar year 2018, completed 2,579 work orders comprised of 6,460 mechanic labor hours.
- Maintains and services 511 County vehicles including 58 vehicles leased to outside agencies.
- Maintains and services over 115 Department owned vehicles and heavy equipment including road graders, loaders, and other public works type heavy equipment.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $415,567 or 7.6% in revenues and an increase of $497,989 or 8.4% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Source

The primary funding source is Charges for Services with revenues of $5,310,700 representing an increase of $259,501 or 5.1% when compared to the FY2018/19 Adopted Budget. This revenue is primarily comprised of Vehicle Rental Fees, Other Charges for Services, and Fuel and Oil delivery.

Primary Costs

The FY2019/20 Recommended Budget includes $6,397,787 in appropriations representing a $497,989 or 8.4% net increase due to the following:

- Salaries and Employee Benefits of $1,252,321 reflect a decrease of $24,601 or 1.9% due to filling of vacancies on a lower step with no longevity and salary savings and timing of filling the vacant positions.
- Services and Supplies of $2,050,537 reflect a decrease of $36,349 or 1.8% due to an increase in Maintenance for Equipment and increase in Central Data Processing costs.
- Other Charges of $305,224 reflect a decrease of $80,155 or 20.8% primarily due to decreased Countywide Administrative Overhead costs.
- Fixed Assets of $2,658,100 which is expected to increase by $484,322 or 22.3% primarily due to more vehicles requiring replacement in FY2019/20 based on replacement schedule and for additional requests for new vehicles from various departments.
- Total Other Financing Uses of $131,605 reflect an increase of $82,074 or 165.7% primarily due to transfer of funds to Capital Project Fund to finance the roofing upgrade at the Light Equipment Shop located at 477 N Texas Street, Fairfield.

Contracts

None requiring Board Action.

Fixed Assets

The FY2019/20 Recommended Budget includes the following fixed assets:

- $2,645,100 for vehicle purchases.
- $13,000 for two automotive A/C charging machines.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	43,045	20,500	47,000	26,500	129.3%
CHARGES FOR SERVICES	4,735,502	5,051,199	5,310,700	259,501	5.1%
MISC REVENUE	560,064	75,569	51,542	(24,027)	(31.8%)
OTHER FINANCING SOURCES	400,146	191,507	365,100	173,593	90.6%
FROM RESERVE	0	140,000	120,000	(20,000)	(14.3%)
TOTAL REVENUES	**5,738,757**	**5,478,775**	**5,894,342**	**415,567**	**7.6%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	1,196,338	1,276,922	1,252,321	(24,601)	(1.9%)
SERVICES AND SUPPLIES	1,951,141	2,014,188	2,050,537	36,349	1.8%
OTHER CHARGES	262,781	385,379	305,224	(80,155)	(20.8%)
F/A EQUIPMENT	1,774,985	2,173,778	2,658,100	484,322	22.3%
OTHER FINANCING USES	33,625	49,531	131,605	82,074	165.7%
TOTAL APPROPRIATIONS	**5,218,870**	**5,899,798**	**6,397,787**	**497,989**	**8.4%**
NET GAIN(LOSS)	**519,887**	**(421,023)**	**(503,445)**	**(82,422)**	**19.6%**
STAFFING					
FLEET	10	10	10	0	0.0%
TOTAL STAFFING	**10**	**10**	**10**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

With State initiatives to reduce gas powered vehicle emissions, Fleet will continue to explore ways to improve our vehicle portfolio to include full electric vehicles where appropriate. This will involve the placement of vehicle charging stations at various County facilities in order to fully realize this goal.

The light equipment shop located at 477 N. Texas Street in Fairfield is in need of a roofing upgrade. This project is included in the FY2019/20 Capital Protects budget pending Board approval.

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

Challenge

- All office and hangar spaces at the Airport are at 100% occupancy. The Airport's current waiting list for hangar space has increased considerably over the last 4-years. The Airport's aircraft tie-down apron is also nearing capacity.

Accomplishments

- The Airport provided oversight and management of the following projects:
  - Completion of new perimeter fencing and the upgrade of airport gates.
  - Secured funding and awarded contracts for new County hangar rentals and construction is underway to be completed in Summer 2019.
  - Completed renovation of the Airport office buildings.

WORKLOAD INDICATORS

- The Airport manages, operates and maintains the airport fuel system, and provides fuel services and retail sales of aviation fuel to the flying public, including over 145,000 gallons of fuel sold and involving 7,050 customer transactions during FY2018/19. Fuel sales in FY2018/19 generated $700,452 in Airport operating revenue.
- The Airport plans, manages and implements airport capital projects and obtains federal and State funding. With the financial assistance of the FAA, and financing through the Caltrans Airport Loan Program, the Airport completed $3.85 Million in capital improvements in FY2018/19.
- The Airport manages, rents and maintains County hangars, office spaces, private ground leases and other aircraft storage spaces which generated $679,716 during FY2018/19.
- 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 $256,082 or 13.9% in revenues and an increase of $272,284 or 18.2% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

- Property Tax revenues in the amount of $452,343 which reflects an increase of $54,139 or 13.6% when compared to the FY2018/19 Adopted Budget.
- Revenue from Use of Money in the amount of $808,428 which reflects an increase of $174,502 or 27.5% due to an increase of $8,000 for interest income due to anticipated increase in average cash balance and an additional increase in construction rental and lease revenue of $166,502 or 17.5%, due to the automatic annual increases in private hangar rates per ground

lease contracts and increase in hangar occupancy and business activities. The airport will be completing the new hangar project, increasing the number of hangars from 116 to 142 units.

- Charges for Services in the amount of $770,133 which reflects an increase of $16,831 or 2.2% for tie down fees, fuel revenue, and income on commercial aeronautical operators.
- Miscellaneous Revenues in the amount of $49,180 which reflects an increase of $10,646 or 27.6% for charges on private development fees.

Primary Costs

- Salaries and Employee Benefits of $435,394, which represents a net increase of $3,864 or .9% due to increases in retirement costs offset by decrease in overtime costs.
- Services and Supplies of $933,933, which represents a net increase of $1,969 or .2% due primarily to an increase in credit card processing fees offset by a decrease in central data processing services.
- Other Charges of $184,097, which represents an increase of $55,874 or 43.6% largely due to an increase in Countywide Administrative Overhead charges.
- Other Financing Uses of $214,892, which represents an increase of $210,577 or 4,880.1% primarily due to Operating Transfer to Special Aviation Fund to pay the loan from California Department of Transportation. The Caltrans loan agreement requires that the loan be accounted for in the Special Aviation Fund.

Contracts

None requiring Board action.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	427,871	398,204	452,343	54,139	13.6%
REVENUE FROM USE OF MONEY/PROP	665,752	633,926	808,428	174,502	27.5%
INTERGOVERNMENTAL REV STATE	3,647	3,612	3,571	(41)	(1.1%)
INTERGOVERNMENTAL REV FEDERAL	0	0	5	5	0.0%
INTERGOVERNMENTAL REV OTHER	187	935	935	0	0.0%
CHARGES FOR SERVICES	773,059	753,302	770,133	16,831	2.2%
MISC REVENUE	26,323	38,534	49,180	10,646	27.6%
OTHER FINANCING SOURCES	10,000	10,000	10,000	0	0.0%
TOTAL REVENUES	**1,906,839**	**1,838,513**	**2,094,595**	**256,082**	**13.9%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	415,913	431,530	435,394	3,864	0.9%
SERVICES AND SUPPLIES	979,385	931,964	933,933	1,969	0.2%
OTHER CHARGES	169,985	128,223	184,097	55,874	43.6%
OTHER FINANCING USES	12,248	4,315	214,892	210,577	4880.1%
TOTAL APPROPRIATIONS	**1,577,531**	**1,496,032**	**1,768,316**	**272,284**	**18.2%**
NET GAIN(LOSS)	**329,308**	**342,481**	**326,279**	**(16,202)**	**(4.7%)**

	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
STAFFING					
AIRPORT	3	3	3	0	0.0%
TOTAL STAFFING	**3**	**3**	**3**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The recent new hangar construction project and admin/airport office building renovation project were funded in part through an airport loan from Caltrans. Loan payments to Caltrans will require the transfer of $210,626 from the Airport operating budget to the Airport Special Aviation Fund as required by the Caltrans Loan agreement.

SUMMARY OF POSITION CHANGES

There are no changes to position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

This budget is used for Airport improvement projects of which a percentage is funded through State and federal Aviation Administration (FAA) grants.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Completed 6,700 feet of new perimeter fencing and the upgrade of airport gates improving safety and security. The project was completed with funding assistance from the FAA.
- Planned, designed, and constructed 26 new County rental hangars. The new hangars represent an economic development investment and will help to address a pent-up demand for aircraft storage space.
- Designed the renovation of airport office buildings with 75% of the improvements constructed during FY2018/19. The project will extend the useful life of airport office buildings and support expansion of flight training business operations.

WORKLOAD INDICATORS

- With the financial assistance of the FAA, and financing through the Caltrans Airport Loan Program, the Airport completed $3.85 million in capital improvements in FY2018/19 which includes the airport perimeter security fencing and T-hangar development projects.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $3,379,250 or 98.1% in revenues and a decrease of $3,339,975 or 95.3% in appropriations when compared to the FY2018/19 Adopted Budget. The decreases in revenue and appropriations are the result of fewer capital projects planned for FY2019/20.

Primary Funding Source

The primary funding sources for the Department are the Airport's Fund Balance of $100,000 representing the proceeds of a Caltrans loan received in FY2018/19 and a grant for $65,000 from FAA.

Primary Costs

The Airport Special Projects budgeted costs are directly related to individual project cost and are subject to change based on the projects in process at a given time. In FY2019/20 projects at the Nut Tree Airport include office building improvements for $40,000 and airport taxiway rehabilitation for $125,000.

Fixed Assets

Fixed Assets are appropriated in each project recommended for FY2019/20.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	0	1,299,277	0	(1,299,277)	(100.0%)
INTERGOVERNMENTAL REV FEDERAL	0	466,065	65,000	(401,065)	(86.1%)
OTHER FINANCING SOURCES	0	1,678,908	0	(1,678,908)	(100.0%)
TOTAL REVENUES	**0**	**3,444,250**	**65,000**	**(3,379,250)**	**(98.1%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	593,286	3,496,035	0	(3,496,035)	(100.0%)
OTHER CHARGES	18,067	8,940	0	(8,940)	(100.0%)
F/A BLDGS AND IMPRMTS	0	0	165,000	165,000	0.0%
TOTAL APPROPRIATIONS	**611,353**	**3,504,975**	**165,000**	**(3,339,975)**	**(95.3%)**
NET GAIN(LOSS)	**(611,353)**	**(60,725)**	**(100,000)**	**(39,275)**	**64.7%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Revenue generation and improving airport revenues through further economic development of airport property will be important in the future to provide local matching funds for FAA and State capital improvement grants.

In FY2019/20, the Department did not re-budget any unspent appropriations for the office building Improvement project which was approved in the prior year. The Department is requesting the Board authorize the Auditor/Controller, in consultation with the County Administrator, to carry forward Board-approved airport's capital project into subsequent years to facilitate the accounting and management of multi-year capital projects.

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 FY2019/20 payment is due in September 2019 for a principal payment of $78,988 and interest of $72,610.
- 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 FY2019/20 payment is due in May 2020 for a principal payment of $33,633 and interest of $25,395.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The annual $10,000 grant from Caltrans was applied to airport operations. Financing in the form of loans were provided by Caltrans to fund the development of new T-hangars and office building renovations at the Nut Tree Airport.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of $210,626 or 2106.3% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. The increases are the results of annual loan payment to Caltrans funded by operating transfer from the Airport Operating Budget.

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).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	5	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	10,000	10,000	10,000	0	0.0%
OTHER FINANCING SOURCES	0	0	210,626	210,626	0.0%
TOTAL REVENUES	**10,005**	**10,000**	**220,626**	**210,626**	**2106.3%**
APPROPRIATIONS					
OTHER CHARGES	0	0	210,626	210,626	0.0%
OTHER FINANCING USES	10,000	10,000	10,000	0	0.0%
TOTAL APPROPRIATIONS	**10,000**	**10,000**	**220,626**	**210,626**	**2106.3%**
NET GAIN(LOSS)	**5**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The increase of $210,626 in Operating Transfers-In from the Airport budget to the Airport Special Aviation budget represents funding for the principal and interest payments due on the loans to Caltrans in FY2019/20.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

In August 2011, after nearly 50 years of operation, the Board of Supervisors terminated the Probation Department's program at the Fouts Springs Youth Facility (Fouts) in Colusa County because of a loss of a State Youth Authority funded program and a State driven change in philosophy regarding juvenile detention. The Special Use Permit for the Fouts facility issued to Solano County by the United States Forest Service requires the County to remove approximately 34 existing buildings/structures (approximately 62,000 square feet) and return the site to its natural state. The County has developed the Fouts decommissioning and site restoration plan pursuant to the Forest Service requirements.

The Department of General Services oversees the maintenance and safeguarding of the grounds and facilities and is serving as lead in the decommissioning process to terminate the Special Use Permit with the U.S. Department of Agriculture/Forest Service which owns the land. The initial phase (Phase I) of demolition and decommissioning has been completed. The remaining decommissioning process (Phase 2) is anticipated to be completed in FY2018/19.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Phase 1 demolition and decommissioning of the Fouts Springs Youth Facility was previously completed in FY2016/17. This included the demolition of approximately 18 buildings, erosion and storm water control measures, re-vegetation of native plant species, and decommissioning of a portion of the onsite septic system, which resulted in a reduction of ongoing maintenance costs.
- Phase 2 final demolition and decommissioning was largely complete as of March 2019 and included demolition of the remaining 16 structures and smaller outbuildings, regrading of demolished structure sites to natural grade, erosion and storm water control measures and re-vegetation of native plant species. Monitoring and verification of successful site re-vegetation remains in progress, with full project completion expected in the 2019.
- Final decommissioning of the Fouts Springs Youth Facility relieves the County of associated maintenance and operations costs.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $500,000 or 99.4% in revenues and a decrease of $288,646 or 55.7% in appropriations when compared to FY2018/19 Adopted Budget.

Primary Funding Sources

The primary funding source for the program/site decommission is General Fund - County Contribution.

Primary Costs

The appropriations included in the Recommended Budget include insurance and anticipated costs to cover any additional cost to finalize transfer of the site to US Forest Service.

Contract

None requiring Board Action.

Fixed Assets

None.

DEPARTMENT COMMENTS

The Board of Supervisors has previously approved funding for the decommissioning effort in the amount of $2.4 million for two phases over the course of several fiscal years. Phase 1 is complete, and Phase 2 final decommissioning is expected to be completed in FY2018/19. The approximate cost of both phases is projected to cost $2.4 million. It is anticipated that the project's funding balance will be carried over into FY2019/20 in the event any further site modifications should be required by United States Forest Service (USFS) as a condition of release. Upon final release by USFS, any remaining project balance will be returned to the source fund.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	8,004	3,000	3,000	0	0.0%
OTHER FINANCING SOURCES	125,000	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	375,000	500,000	0	(500,000)	(100.0%)
TOTAL REVENUES	**508,004**	**503,000**	**3,000**	**(500,000)**	**(99.4%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	412	0	0	0	0.0%
SERVICES AND SUPPLIES	106,792	518,300	229,654	(288,646)	(55.7%)
OTHER CHARGES	75,416	0	0	0	0.0%
TOTAL APPROPRIATIONS	**182,620**	**518,300**	**229,654**	**(288,646)**	**(55.7%)**
NET GAIN(LOSS)	**325,384**	**(15,300)**	**(226,654)**	**(211,354)**	**1381.4%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

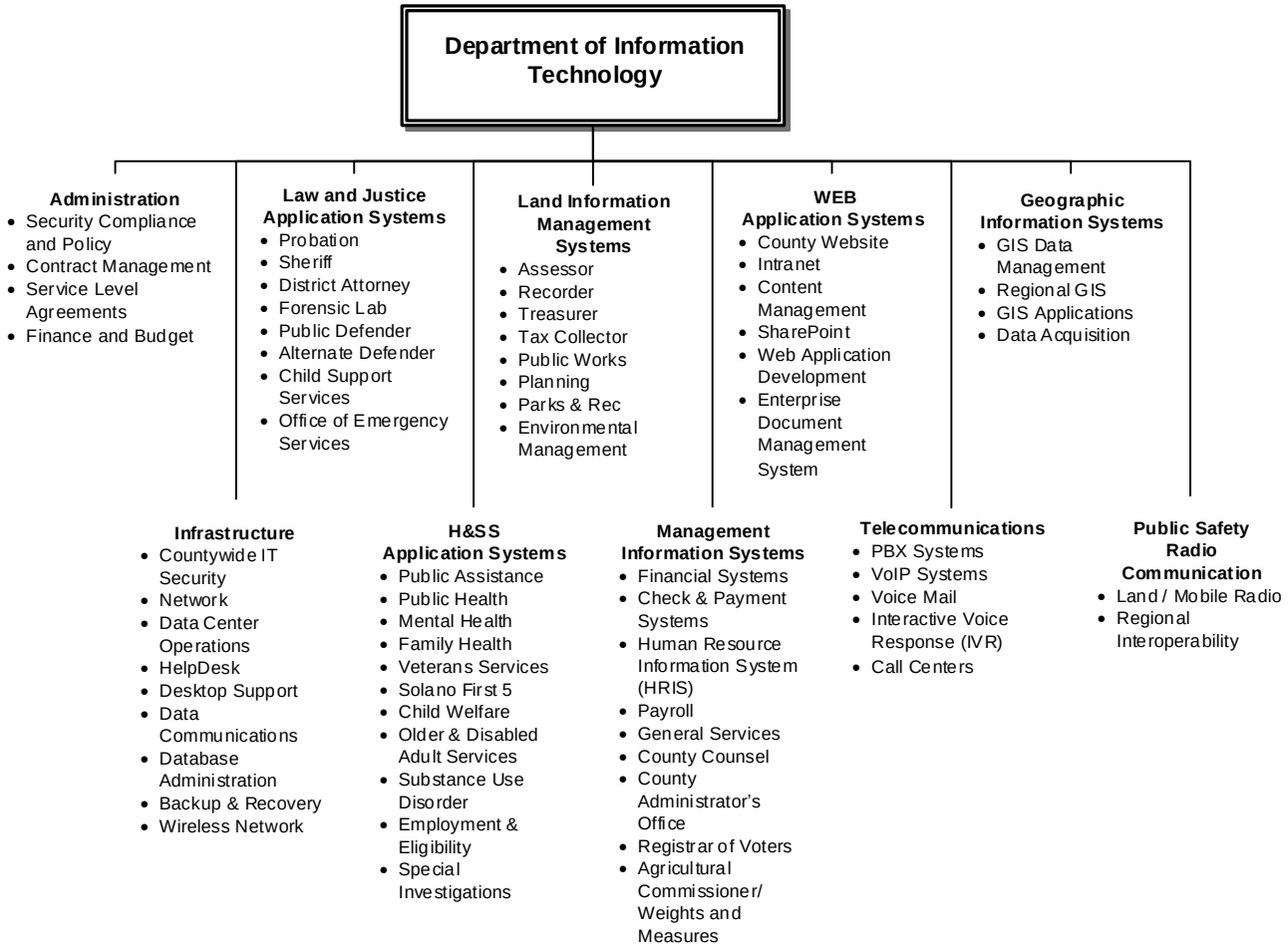
None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

It is expected that Phase 2 of the Fouts decommissioning process will be completed in FY2018/19, with the property ready for return to the U.S. Forest Service and termination of the special use permit between the Forest Service and County. General Services Department staff remains in contact with USFS area representatives regarding USFS acceptance of final site re-vegetation, magnetometry survey confirming absence of underground storage tanks, and location-specific environmental sampling.



DEPARTMENTAL PURPOSE

The Department of Information Technology (DoIT) develops, implements and supports computing and communications technologies and provides related technical services in support of the County's business processes. DoIT supports all County departments in automating and improving the delivery of programs and services to the public.

Budget Summary:	
FY2018/19 Midyear Projection:	26,961,255
FY2019/20 Recommended:	26,280,447
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	64

FUNCTION AND RESPONSIBILITIES

DoIT is responsible for providing information technology and communications infrastructure, software application development and technology support services to all County departments. It carries out this responsibility through ten divisions. Six divisions, organized by business area, provide application development and management services to departments. Three divisions provide infrastructure support for all computing technologies, telecommunications, and public safety radio communications. The Department also includes one administrative division responsible for fiscal activities, security and operational policies and project coordination.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

DoIT has been addressing the cost, flexibility and resiliency of the County's information technology services through consolidation, implementation of virtualization technologies and, most recently, the leveraging of cloud-based services. The County needs automation to carry out mandated activities and to implement new productivity-improving tools like mobile technology, improved case management applications, new service management software and the integration of several systems, and automation for law enforcement support systems. DoIT (including services from contracted managed services) comprises only 2.6% of the total County Budget and approximately 2% of the total workforce. However, with the support of its business partners in departments throughout the County, it has been able to make significant progress in improving the technology tools and capabilities available to County users, and in the automation of business processes.

Accomplishments:

Information Technology Service Management (ITSM):

- Continued the implementation and deployment of the cloud-based ServiceNow® ITSM solution. The project objectives are to modernize IT critical processes and supporting technologies, gain control and visibility of IT assets and align IT services to business needs.

Document Management:

- Continued the deployment and maintenance of over 280 Documentum-based imaging applications to significantly reduce paper storage requirements and minimize search and retrieval of documents in multiple departments.

Health Systems:

- Implemented the NextGen Population Health (Eagle Dream) tool to provide analytics including gaps in care, Patients Not Seen, and reportable metrics for Uniform Data System (UDS) and Partnership Health Plan. System also provides a condition registry identifying populations with multiple conditions across the population.
- Implemented the new emocha system which is a Tuberculosis Surveillance product allowing Directly Observed Therapy (DOT) care utilizing a combination of video technology and human engagement on a secured cloud-based platform. This system improves medication adherence and minimizes the cost of staff traveling countywide to personally observe clients taking their Tuberculosis Meds.
- Implemented Document Imaging solution for Avatar Electronic Health Record (EHR) system to capture content in various formats from diverse locations, reduce paper content, and securely store scanned documents in the Avatar Electronic Health Record system.
- Developed enhanced Avatar data collection templates and management reports to meet new State reporting requirements and track outcomes, timeliness, and productivity for H&SS management staff.

Social Services Systems:

- Implemented the replacement system for the legacy Case Folder Tracking (CFT) system. The new Records Management Database (RMD) system will be used to track the location of the physical case folders for multiple H&SS Divisions as well as generating new case numbers for Child Welfare Services. The new RMD system will also allow for more streamlined method of requesting records and vitals and improve tracking of record movement.
- Completed Phase IV of the Documentum workflow automation project (Tacoma) with Health & Social Services (H&SS) Older and Disabled Adult Services (ODAS), which provides web-based field collection forms, process workflow, e-signature, and electronic document storage and retention. Tacoma Phase IV includes workflow enhancements, calendar time tracking, and additional forms and reporting, as well as necessary changes made to meet new State requirements.
- Migrated Employment & Eligibility Services (EES) Document Management System (DMS) and back-end infrastructure to upgraded platform. This provides more robust hardware, better performance, and continued support on current technology.
- Developed enhanced reporting and dashboard summaries for Social Services Divisions to more efficiently track and manage business operations and resource allocation, resulting in better client services and higher productivity.

Information Security Improvements:

- Implemented strong wireless authentication of the County's wireless infrastructure by using a new Identity Services Engine (ICE) followed by wireless penetration testing to identify weakness in the infrastructure.
- Deployed Microsoft Local Administrator Password Solution (MS LAPS) to County and Criminal Justice Information Services (CJIS) servers. MS LAPS will randomize the local administrator passwords on workstations and servers to help prevent workstation compromise.

Network Improvements:

- Completed the Dixon Corp-yard WAN and LAN installation to allow for connectivity to the Solano County network.
- Completed the Vacaville Corp-Yard WAN and LAN installation to allow for connectivity to the Solano County network.
- Completed the wireless enhancements at Solano County buildings for the General Services FacilityDude project. The FacilityDude is the new electronic system for building maintenance support.
- Completed the Data and VoIP Network infrastructure project for a vocational facility to provide classroom education to Solano County inmates.
- Completed hardware refresh of Department of Justice (DOJ) and Criminal Justice Information Services (CJIS) firewalls. These firewalls provide connectivity to DOJ and Law & Justice internal network connectivity.
- Continued installation of a second internet connection to allow for a redundant network connection if the current provider has an outage.

Infrastructure:

- Completed the Citrix environment upgrade to XenDesktop 7.15. This version allows the County to extend support through 2022. The platform upgrade also resolves several open issues, improves stability, and positions some departments to be able to segment services.
- Completed install of 5 nodes for the CAC Hyperflex environment with 130 Terabytes (TB) of storage and the phase I migration of 158 Virtual Servers onto the platform. This platform matches the technical deployment at the Law & Justice data center as the core storage environment across the enterprise.
- Completed the 6th node with an additional 182TB of disk space across all nodes and increased overall storage capacity and positioned the platform for future growth.
- Completed the migration of 62 Virtual Servers onto the Law & Justice Hyperflex platform. An additional 25TB of disk space was added across 3 nodes in response to an acute storage need for the Public Defender's Office eDefender application.
- Completed the Azure project by building a Virtual Data Center (VDC) that contains a production Active Directory Federation Services (ADFS) instance that supports PowerDMS and SharePoint. The VDC includes several virtual servers that can be used to establish a site recovery framework.
- Completed two data center assessments. Both assessments reviewed facilities footprints and associated environment, disaster recovery options, and storage and backup options.

Web Development:

- Migrated the content management system for the County's Intranet system to SharePoint. The Department will continue to look for other opportunities to consolidate applications and tools to simplify our technology portfolio and reduce costs.

PeopleSoft HR and Payroll System:

- Continued enhancements and phased implementation of the e-Benefits module in PeopleSoft. Continued upgrade to the system's underlying toolset and user interface.

Geographic Information Systems (GIS):

- Updated to a newer version of Sheriff Dispatch GIS CAD on the wall application which tracks 911 calls in real time, maps the call on GIS map and tracks response units via Automatic Vehicle Locator.
- Deployed the Environmental Systems Research Institute (ESRI) Portal with single sign on and established connections to Solano County's ArcGIS Online which offers more functionality to County users.
- Launched training classes that teach County employees how to use and create their own web maps and generate Story Maps without knowing HTML editing. Story Maps gives a framework for publishing County initiatives.
- Created an Open Data Exchange site where GIS data can be downloaded into various formats for both public and private use.
- Developed a camera registration website where private citizens can sign up and register their cameras with the Sheriff's Department.
- Developed a relationship with ESRI, Yolo, and Sonoma OES departments to share ArcGIS Online applications that are essential for interagency OES events.
- Developed 3 applications that have been deployed for Regional GIS (ReGIS) partners.
- Revamped the ReGIS website (www.solregis.net) so that members can edit the site and add GIS news, events and/or pertinent information regarding their agency.
- Developed a new Parcel Fabric which will improve editing functionality of the GIS Parcel dataset.
- Deployed a new Local Government Model designed by experts in Local Government database design.

Law & Justice Systems:

- Continued a two-phased project to replace the end-of-life Solano Fingerprint System. Phase One standardized interfaces and implemented a National Institute of Standards and Technology (NIST) Archive: migrating all proprietary fingerprint data into industry standard format and into a new storage system. Phase Two, is the review and assessment of vendor options for completely replacing the current AFIS backend within the extremely tight budgetary constraints.
- Enhanced the new web-based Solano Arrest & Detention Form application & Judicial Review application to include "self-services" Password Reset capability. These applications are used by every Solano arresting officer and the Courts for Judicial Review of applicable arrest Probable Causes.
- Continued implementing JTI eProbation, the Probation's new case management system with an estimated go live date of July 2019.
- Completed the National Field Trial and entering into a subscription for 150-bodycam project for Sheriff's Office, using AXON Evidence.com "cloud' service.
- Completed implementation of Sun Ridge RIMS, a new Dispatch, Records, and Mobile solution for the Sheriff's Office.

WORKLOAD INDICATORS

- During the period of March 1, 2018 to February 28, 2019 there were a total of 16,488 work orders and trouble tickets received by the Helpdesk.
- A total of 582 servers were hosted on 76 physical servers, and over 125 terabytes of data were maintained in operation and exceeded the 99.9% system availability service level threshold.
- Over 4,500 computers, 4,215 telephones, 353 tablets, and 800 printers are supported across the Counties' wide-area network locations.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
DOIT-ADMINISTRATION	958,389	1,193,160	1,151,887	(41,273)	(3.5%)
INFRASTRUCTURE	11,857,826	13,241,982	13,033,949	(208,033)	(1.6%)
LAW & JUSTICE APPLICATION SYSTEMS	1,407,110	1,505,016	1,547,876	42,860	2.8%
H&SS APPLICATION SYSTEMS	2,162,285	2,568,105	2,563,687	(4,418)	(0.2%)
MANAGEMENT INFORMATION SYSTEMS	1,448,459	1,754,453	1,657,243	(97,210)	(5.5%)
LAND INFORMATION MANAGEMENT SYSTEMS	1,609,075	1,984,236	1,589,441	(394,795)	(19.9%)
WEB APPLICATION SYSTEMS	589,473	878,985	808,456	(70,529)	(8.0%)
GEOGRAPHIC INFORMATION SYSTEMS	1,366,877	1,412,931	1,417,771	4,840	0.3%
TELECOMMUNICATIONS	1,815,431	1,515,769	1,477,438	(38,331)	(2.5%)
PUBLIC SAFETY RADIO COMMUNICATION	448,883	458,930	521,252	62,322	13.6%
TOTAL REVENUES	**23,663,808**	**26,513,567**	**25,769,000**	**(744,567)**	**(2.8%)**
APPROPRIATIONS					
DOIT-ADMINISTRATION	960,319	1,234,445	1,155,406	(79,039)	(6.4%)
INFRASTRUCTURE	11,676,541	13,485,799	13,502,194	16,395	0.1%
LAW & JUSTICE APPLICATION SYSTEMS	1,420,907	1,609,243	1,558,102	(51,141)	(3.2%)
H&SS APPLICATION SYSTEMS	2,155,212	2,701,990	2,586,205	(115,785)	(4.3%)
MANAGEMENT INFORMATION SYSTEMS	1,386,728	1,782,922	1,651,384	(131,538)	(7.4%)
LAND INFORMATION MANAGEMENT SYSTEMS	1,621,400	1,602,970	1,580,367	(22,603)	(1.4%)
WEB APPLICATION SYSTEMS	589,473	911,833	806,524	(105,309)	(11.5%)
GEOGRAPHIC INFORMATION SYSTEMS	1,324,132	1,449,250	1,422,337	(26,913)	(1.9%)
TELECOMMUNICATIONS	1,478,995	1,480,065	1,487,798	7,733	0.5%
PUBLIC SAFETY RADIO COMMUNICATION	422,573	473,919	530,130	56,211	11.9%
TOTAL APPROPRIATIONS	**23,036,280**	**26,732,436**	**26,280,447**	**(451,989)**	**(1.7%)**
NET GAIN(LOSS)					
DOIT-ADMINISTRATION	(1,930)	(41,285)	(3,519)	37,766	(91.5%)
INFRASTRUCTURE	181,285	(243,817)	(468,245)	(224,428)	92.0%
LAW & JUSTICE APPLICATION SYSTEMS	(13,797)	(104,227)	(10,226)	94,001	(90.2%)
H&SS APPLICATION SYSTEMS	7,073	(133,885)	(22,518)	111,367	(83.2%)
MANAGEMENT INFORMATION SYSTEMS	61,730	(28,469)	5,859	34,328	(120.6%)
LAND INFORMATION MANAGEMENT SYSTEMS	(12,325)	381,266	9,074	(372,192)	(97.6%)
WEB APPLICATION SYSTEMS	-	(32,848)	1,932	34,780	(105.9%)
GEOGRAPHIC INFORMATION SYSTEMS	42,745	(36,319)	(4,566)	31,753	(87.4%)
TELECOMMUNICATIONS	336,437	35,704	(10,360)	(46,064)	(129.0%)
PUBLIC SAFETY RADIO COMMUNICATION	26,310	(14,989)	(8,878)	6,111	(40.8%)
NET GAIN(LOSS)	**627,528**	**(218,869)**	**(511,447)**	**(292,578)**	**133.7%**

STAFFING					
DOIT-ADMINISTRATION	5	5	5	0	0.0%
INFRASTRUCTURE	11	12	12	0	0.0%
LAW & JUSTICE APPLICATION SYSTEMS	8	9	9	0	0.0%
H&SS APPLICATION SYSTEMS	14	14	14	0	0.0%
MANAGEMENT INFORMATION SYSTEMS	5	5	5	0	0.0%
LAND INFORMATION MANAGEMENT SYSTEMS	10	10	10	0	0.0%
WEB APPLICATION SYSTEMS	4	4	4	0	0.0%
GEOGRAPHIC INFORMATION SYSTEMS	1	1	1	0	0.0%
TELECOMMUNICATIONS	2	2	2	0	0.0%
PUBLIC SAFETY RADIO COMMUNICATION	4	2	2	0	0.0%
TOTAL STAFFING	64	64	64	0	0.0%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $744,567 or 2.8% in revenues and a decrease of $451,989 or 1.7% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The Department is an Internal Service Fund and as such its only funding source is through charges for services to County departments and other agencies. The Department's cost plan assumes that revenues will equal expenses within the accounting period with an allowance for working capital and except for capital asset expenditures, which are charged to departments based on standard depreciation schedules. The FY2019/20 Recommended Budget includes a projected use of $511,447 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 $13,502,194 which consists of $5,190,548 in contract staffing (Avenu), $2,148,669 for County staff, $244,470 in cost allocations for Administrative Overhead, Building Use, and Insurances, with $5,918,507 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 $10,760,325 which consists of $7,200,043 for staffing, $616,944 in Contractor (Avenu) cost, $828,900 in County cost allocations for Administrative Overhead, Building Use, Insurances, and $2,114,438 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 $2,017,928 which consists of $551,365 in staffing, $92,966 in County Administrative Overhead, Building Use, and Insurances, $958,520 as pass-through telephone usage, voicemail and other charges, and $415,077 for hardware, software and vendor services.

Contracts

The FY2019/20 Recommended Budget includes a total of $9,752,987 or 37.1% in contracted services which includes the following significant contracts:

- $5,807,000 for Avenu staffing and support.
- $1,001,000 for Microsoft Office365.
- $611,000 for West IP VoIP Provider.

- $385,000 for Gartner technical consulting services.
- $241,000 for Pictometry.
- $210,000 for PeopleSoft Maintenance.
- $162,000 for Security Operation Center service 24x7.
- $155,000 for One Solution Maintenance.
- $138,000 for Cisco SmartNet.
- $125,000 for Microsoft Azure Roadmap implementation.
- $105,000 for IntelliTime.

Fixed Assets

The FY2019/20 Recommended Budget includes the following fixed assets:

- $500,000 for data center infrastructure refresh.
- $230,000 for physical server replacement and server maintenance costs.
- $100,000 for Virtual Machine (VM) hardware and software for additional virtual servers.
- $85,000 for Cisco Infrastructure refresh.
- $77,000 for spare switches and routers for break/fix and refresh of County systems.
- $58,000 for Public Safety Radio System infrastructure equipment.
- $50,000 for BlueCoat Reverse Proxy Server refresh.
- $47,300 for wireless LAN controllers to replace aging network controllers.
- $25,000 for Performance Network Monitoring System enhancements for Law & Justice.

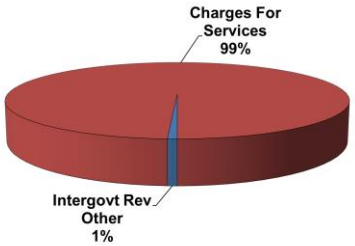
DEPARTMENT COMMENTS

For the FY2019/20 budget the Department of Information Technologies (DoIT) outlined six priorities that the budget must address. These priorities focus on establishing fundamentals that enable operational efficiencies and achieve greater return for County funds. The departmental budget request seeks to address:

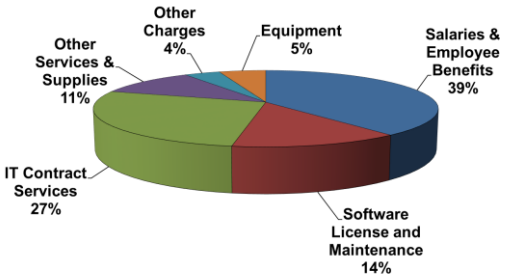
- System Performance Issues
- Disaster Recovery and Business Continuity
- Technology Consolidation to improve efficiency
- Systems & Data Security and Compliance
- Business Process Improvements
- Anticipated Growth of Information Technology demand from Departments

Many ongoing and planned projects seek to meet these priorities. They address areas such as network security, IT infrastructure refresh, Wi-Fi security, technologies to aid in disaster recovery, and implementing software solutions for process improvements. The department continues to look for ways to partner with other departments to find greater efficiencies, ensure data is secure, and ensure continuity of County services to the public.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	101,302	57,858	87,858	30,000	51.9%
INTERGOVERNMENTAL REV OTHER	0	198,453	198,453	0	0.0%
CHARGES FOR SERVICES	23,329,298	26,167,256	25,393,147	(774,109)	(3.0%)
MISC REVENUE	233,208	90,000	89,542	(458)	(0.5%)
TOTAL REVENUES	**23,663,808**	**26,513,567**	**25,769,000**	**(744,567)**	**(2.8%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	7,919,344	10,248,341	10,380,077	131,736	1.3%
SERVICES AND SUPPLIES	13,006,561	14,318,965	14,022,990	(295,975)	(2.1%)
OTHER CHARGES	1,002,498	1,131,564	1,047,589	(83,975)	(7.4%)
F/A BLDGS AND IMPRMTS	671,615	0	0	0	0.0%
F/A EQUIPMENT	199,923	1,411,462	1,172,300	(239,162)	(16.9%)
OTHER FINANCING USES	236,338	102,104	137,491	35,387	34.7%
INTRA-FUND TRANSFERS	1	(480,000)	(480,000)	0	0.0%
TOTAL APPROPRIATIONS	**23,036,280**	**26,732,436**	**26,280,447**	**(451,989)**	**(1.7%)**
NET GAIN(LOSS)	**627,527**	**(218,869)**	**(511,447)**	**(292,578)**	**133.7%**

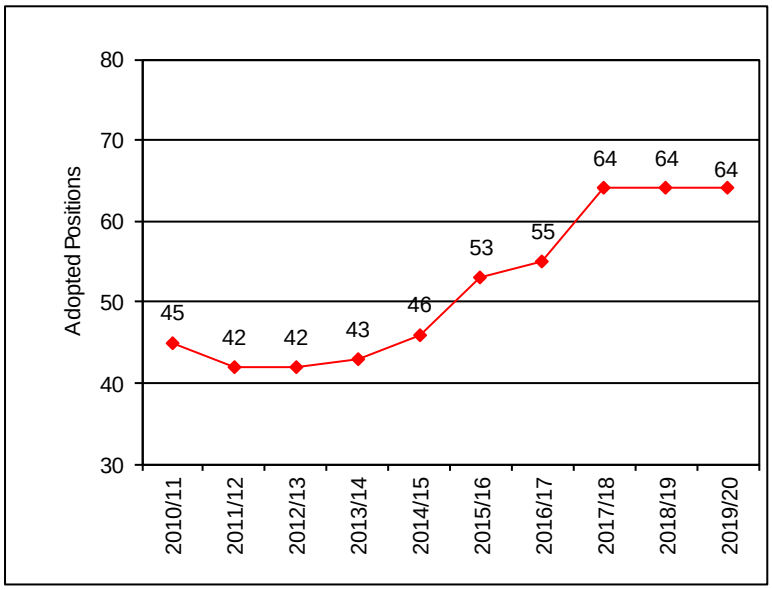
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The contract with Avenu Insights & Analytics expires on December 31, 2019. Changes to this contract, or a new vendor, could impact the overall FY2019/20 budget. The outsourcing contract provides contracted IT staff that perform critical functions in IT Operations, Help Desk, Desktop Services, Network Administration, Database Administration, and Geographic Information Systems (GIS). Expanded utilization of the County GIS systems – including engagement with local partners – is expected in FY2019/20.

The Department continues its process of implementing ServiceNow software through a contract with Cask, LLC. This implementation is expected to conclude in FY2019/20.

Highly reliable, redundant, and resilient information technology service delivery requires regular investment and ongoing maintenance. Data center equipment, network architecture, voice communication systems age and require both maintenance and periodic upgrades. Even in a rapidly evolving industry and marketplace, the investments required to consistently deliver reliable, redundant, resilient IT services can be planned – sometimes years in advance. One of the current top priorities of the Department of Information Technology is to examine the IT infrastructure that supports Solano County and assess where the Department has risks that can be mitigated, where we have aging infrastructure that needs to be upgraded, and where we have deferred maintenance that needs to be addressed. Over the next year the Department is expecting to bring investment opportunities forward for consideration that will both improve overall IT service delivery and also build upon our goal of creating reliability and resiliency.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1878 SCIPS REPLACEMENT PROJECT	0	1,805,191	1,961,526	156,335	8.7%
APPROPRIATIONS					
1878 SCIPS REPLACEMENT PROJECT	9,270	1,805,191	1,961,526	156,335	8.7%
NET CHANGE					
1878 SCIPS REPLACEMENT PROJECT	(9,270)	0	0	0	0.0%

A summary of the budgets administered by the Department of Information Technology is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

This Budget has been established to track separately the costs for the replacement of the Solano County property tax system which was initially created in 1982. The technology platform of the original system reached obsolescence over 15 years ago and it was re-architected with a combination of modern components and emulation technologies that allow much of the system to mimic the way the old technology worked. The re-architected system was placed in production use in 2010. The Board in 2017, approved a loan for the County General Fund to fund a multi-year multi department project to replace the Solano County Integrated Property Systems (SCIPS).

Implementation of the new property tax system is planned over a three-year period and across thirteen phases of work as outlined below:

Phase 0 Pre-Project Startup-Database Cleanup, Validation, and Migration to staging environment

Phase 1 Project team Start Up

Phase 2 Base Configuration

Phase 3 Initial Data Conversion – Estimated to be 8-10 months in duration

Phase 4 Business Process Analysis and Mapping – Estimated to be 4-6 months in duration

Phase 5 System/Client Configuration

Phase 6 Full Conversion mapping, extraction, and migration – Estimated to be 6-8 months in duration

Phase 7 User Acceptance Testing (UAT) Configuration

Phase 8 User Acceptance Testing Conversion – Estimated to be 1-2 month in duration

Phase 9 Implementation Services-Engineering/Programming (reports, interfaces, documentation)

Phase 10 Final User Acceptance Testing – Estimated to be 3 months in duration

Phase 11 Client Training

Phase 12 Go-Live

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments:

Over the past year, DoIT has focused on project organization and planning with internal stake holders and the Thomson Reuters representatives.

- Completed a Proof of Concept for a web-based property system archive with Simpler Systems. Initial data application will demonstrate the ability to craft custom queries with limited technical involvement and prove the data transformation methodology for production data moving to archive storage.
- Completed the initial three-day Phase 0 workshop on February 25, 2019; officially starting the project. Staff from DoIT, Assessor-Recorder, Auditor-Controller, and Treasurer-Tax Collector departments attended the workshop led by Thomson Reuters technical team. Phase 0 is estimated to be a minimum of twelve months in duration and will be the focus of the work effort in FY2019/20.

Challenges:

The existing system is hosted on a modern platform, while the underlying application structure and business rules are approximately 30 years old. The system complexity and 30-year-old design has proven to be a maintenance challenge and continues to limit departments' ability to improve business processes as well as limiting the County's ability to take advantage of new service -based technology. Operation of the system is heavily dependent upon institutional knowledge and numerous workarounds. The system needs major platform overhaul to ensure its components remain supported by their manufacturers.

Over the course of the project it was anticipated there would be a need for dedicated project staff to focus on the implementation phases to assist with analysis, mapping configuration, testing and validation in each of the stakeholder departments. In FY2018/19 the Board approved the addition of two additional staff in the Assessor, and one each in the Auditor/Controller, and Treasurer/Tax Collector departments for the configuration and implementation phases. These positions are Limited-Term through June 30, 2021. Additionally, the SCIPS Replacement Project has contracted with a dedicated Project Manager to oversee the entire project. More staffing will be needed for the acceptance testing phases, but the extent of that supplemental staffing cannot be determined at this time. Due to the difficulty of providing accurate estimates at this early stage of the project, the budget may need to be revised as the project progresses and more becomes known of the experience of other counties implementing this software. Technical staff involvement in the project will be heaviest in "Phase 0" performing data migration and validation activities as well as for building an archive system for historical data.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $156,335 or 8.7% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. These funds will be utilized by the Department to continue work on Phases 0 through 4 of the implementations of the new property tax system.

The FY2019/20 Recommended Budget reflects the re-budget of revenues and appropriations included in the FY2018/19 Adopted Budget, as the Department only projects $456,195 in actual expenditures through June 30, 2019. The total project expenditures through the end of FY2019/20 as estimated at $2.4 million.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
OTHER FINANCING SOURCES	0	1,805,191	1,961,526	156,335	8.7%
TOTAL REVENUES	**0**	**1,805,191**	**1,961,526**	**156,335**	**8.7%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	9,270	1,045,138	882,000	(163,138)	(15.6%)
OTHER CHARGES	0	0	319,473	319,473	0.0%
F/A - INTANGIBLES	0	280,053	280,053	0	0.0%
INTRA-FUND TRANSFERS	0	480,000	480,000	0	0.0%
TOTAL APPROPRIATIONS	**9,270**	**1,805,191**	**1,961,526**	**156,335**	**8.7%**
NET CHANGE	**(9,270)**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget unit.

PENDING ISSUES AND POLICY CONSIDERATIONS

During FY2019/20, DoIT anticipates "Phase 0" activities will be performed by current DoIT staff. Staff will provide a progress report to the Board that will outline progress, budget status, and the anticipated need for additional Limited-Term staffing for DoIT and stake-holder departments, as discussed above.

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:	
FY2018/19 Midyear Projection:	36,588,910
FY2019/20 Recommended:	8,202,903
County General Fund Contribution:	5,678,000
Percent County General Fund Supported:	69.2%
Total Employees (FTEs):	0.0

FUNCTION AND RESPONSIBILITIES

Responsibilities include overseeing construction projects, tracking and monitoring expenditures and revenues associated with approved projects, recommending use of available funds for new capital projects, performing planning studies, acquiring real property, and improving existing County facilities. The Department of General Services oversees this budget.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

In FY2018/19, projects and studies completed or anticipated to be completed by June 30, 2019 includes:

- Agriculture Commissioner/General Services - warehouse parking lot improvements at 2453 Cordelia Road, Fairfield.
- Health & Social Services - building code improvements, restrooms at 275 Beck Avenue, Fairfield.
- Health & Social Services - hot water boiler replacement at 2101 Courage Drive, Fairfield.
- Travis Air Force Base - civil engineering complex - space programming phase.
- Former Youth Facility demolition/decommissioning (Phase 2) at 330 Fouts Springs Road (Colusa County).
- Benicia Veterans Memorial Hall - elevator repair at 1150 1st Street, Benicia.
- Claybank Detention Facility - facility generator replacement at 2500 Clay Bank Road, Fairfield.
- Claybank Detention Facility - domestic hot water boiler replacement at 2500 Clay Bank Road, Fairfield.
- Claybank Detention Facility - HVAC units and component replacements at 2500 Clay Bank Road, Fairfield.
- County Administration Center parking structure - cleaning and restriping at 675 Texas Street, Fairfield.
- Rourk Vocational Training Center (SB 1022) – new construction completed at 2458 Clay Bank Road, Fairfield.
- Juvenile Detention Facility - Challenge Facility, roof re-coating at 740 Beck Avenue, Fairfield.
- Juvenile Detention Facility - New Foundations Facility, roof re-coating at 740 Beck Avenue, Fairfield.
- Juvenile Detention Facility - Main Facility, partial roof re-coating at 740 Beck Avenue, Fairfield.
- Downtown Jail - code upgrades at 500 Union Avenue, Fairfield.
- Downtown Jail - WiFi connectivity study at 500 Union Avenue, Fairfield.
- Downtown Jail - emergency generator replacement at 500 Union Avenue, Fairfield.
- Downtown Jail - HVAC unit replacement at 500 Union Avenue, Fairfield.
- County Fair - site improvements at 900 Fairgrounds Drive, Vallejo.
- County Fair - equestrian facilities demolition at 900 Fairgrounds Drive, Vallejo.
- Former Weights & Measures Building - demolition at 540-560 Fairgrounds Drive, Vallejo.
- Vacaville Veterans Memorial Hall - facility improvements and renovations at 549 Merchant Street, Vacaville.
- Vacaville Cultural Center Library - facility condition and expansion feasibility study at 1020 Ulatis Drive, Vacaville.
- AB 109 miscellaneous projects at various locations.

- Public Works Facility - roof gutter and downspout replacements at 3255 North Texas Street, Fairfield.
- Law & Justice Center - HVAC controls assessment at 500 & 530 Union Avenue, Fairfield.
- Dixon and Rio Vista Corp Yards – above ground fuel tank removal.

WORKLOAD INDICATORS

In FY2019/20, previously approved and funded projects in process include:

- Vallejo Campus - parking lot improvement design at 1500 Solano Avenue, Vallejo.
- County Facility Locations (various) - code upgrade implementation.
- Health & Social Services - building management system/retro commissioning at 275 Beck Avenue, Fairfield.
- Health & Social Services - exterior re-coat/re-painting at 275 Beck Avenue, Fairfield.
- Health & Social Services – install water filling stations at various locations.
- Health & Social Services - uninterruptible power supply replacement at 275 Beck, Fairfield.
- Health & Social Services - Substance Abuse offices - re-carpet at 2101 Courage, Fairfield.
- William J Carroll Government Center - elevator control upgrades at 1119 East Monte Vista Ave, Vacaville.
- Claybank Detention Facility - perimeter security fencing replacement at 2500 Clay Bank Road, Fairfield.
- Claybank Detention Facility - shower stall replacements at 2500 Clay Bank Road, Fairfield.
- Claybank Detention Facility – warehouse walk-in freezer replacement at 2500 Clay Bank Road, Fairfield.
- Animal Care Services - facility renovation (Phase 3) at 2510 Clay Bank Road, Fairfield.
- Downtown Jail - code upgrades (Phase 2) at 500 Union Avenue, Fairfield.
- Downtown Jail - hot water piping replacement at 500 Union Avenue, Fairfield.
- Downtown Jail - security camera replacements at 500 Union Avenue, Fairfield.
- Downtown Jail - shower stall replacements at 500 Union Avenue, Fairfield.
- Downtown Jail - elevator cab upgrade at 500 Union, Fairfield.
- County/Court MOU Projects Downtown Fairfield Justice Center.
- Asset Protection - storm water protection at Downtown Justice Campus.
- Juvenile Detention Facility - control panel and security electronics at 740 Beck Avenue, Fairfield.
- Juvenile Detention Facility – new shade structure at 740 Beck Avenue, Fairfield.
- County Administration Center - audio/visual upgrades at 675 Texas Street, Fairfield.
- County Administration Center - elevator code upgrades at 675 Texas Street, Fairfield.
- County Administration Center - grand staircase handrails at 675 Texas Street, Fairfield.
- County Administration Center - Registrar of Voters tenant improvements, 4th floor at 675 Texas Street, Fairfield.
- County Administration Center - tenant improvements, 5th floor at 675 Texas Street, Fairfield.
- Suisun Veterans Memorial Hall - exterior wall repair at 427 Main Street, Suisun City.
- North Texas Street Road Yard - replace access gate at 3255 North Texas Street, Fairfield.
- Solano Justice Center - HVAC equipment replacement at 321 Tuolumne Street, Vallejo.
- Solano Family Justice Center - HVAC replacement at 604 Empire Street, Fairfield.

- Solano County Fairgrounds - law and justice communications tower at 900 Fairgrounds Drive, Vallejo.
- Library Expansion - design phase Vacaville Cultural Center at 1020 Ulatis Drive, Vacaville.
- Library Materials Handling Projects – various locations.
- USPS - roof and mechanical system upgrades at 600 Kentucky Street, Fairfield.
- County Building – hazmat site remediation at 701 Texas Street, Fairfield.
- Corporation Yard - Fleet reroofing at 477 North Texas, Fairfield.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CAPITAL PROJECTS	21,963,026	16,697,807	9,648,741	(7,049,066)	(42.2%)
TOTAL REVENUES	**21,963,026**	**16,697,807**	**9,648,741**	**(7,049,066)**	**(42.2%)**
APPROPRIATIONS					
CAPITAL PROJECTS	22,328,895	18,895,961	8,202,903	(10,693,058)	(56.6%)
TOTAL APPROPRIATIONS	**22,328,895**	**18,895,961**	**8,202,903**	**(10,693,058)**	**(56.6%)**
NET CHANGE					
CAPITAL PROJECTS	365,870	2,198,154	(1,445,838)	(3,643,992)	(165.8%)
NET CHANGE	**365,870**	**2,198,154**	**(1,445,838)**	**(3,643,992)**	**(165.8%)**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $7,049,066 or 42.2% in revenues and a decrease of $10,693,058 or 56.6% in appropriations when compared to the FY2018/19 Adopted Budget, this is primarily attributed to the completion of the Rourk Training Facility in 2019, which was in part funded by the State.

Each year, any funded projects which are not completed are carried forward into or are re-budgeted in the succeeding year increasing the total appropriation and revenue in the Adopted Budget.

Primary Funding Sources

The primary funding sources for capital projects are:

- $3,099,122 from property taxes. The Budget reflects an increase of $127,072 or 4.3% when compared to FY2018/19 Adopted Budget due to changes in assessed values from the improving real estate market.
- $200,000 from Revenue from Use of Money for interest income.
- $620,000 Other Financing Sources for Transfers-In, $500,000 from Criminal Justice Temporary Construction Fund and $120,000 from Other County Departments to fund their requested projects for FY2019/20.
- $5,678,000 General Fund Contribution from County General Fund – Capital Renewal Reserve to fund several recommended capital projects for FY2019/20.

Primary Costs

The primary costs in the ACO budget include the direct and indirect costs for each project. The projects are driven by the need for capital improvements, including facility repairs and system replacements to County owned facilities used to provide County services or to construct new facilities.

The Recommended Budget includes the following appropriations for administration and capital projects, which will be presented before the Budget Hearing as part of the 5-Year Capital Facilities Improvement Plan (CIP) for FY2018/19 – FY2022/23.

1701 - Other Financing Uses

Appropriations of $3,212,903 include:

- Other Professional Services of $2,032,000, of which $1,000,000 is for construction related project management, $1,000,000 for anticipated security needs, and $32,000 for property tax administration fees.
- Transfers-Out of $900,000 to cover the Accumulated Capital Outlay (ACO) Fund obligation for the repayment of the 2017 Certificate of Participation (COP). This is an annual payment covering principal and interest payments.
- Transfers–Out of $4,468 to cover the costs of County Administrative Overhead for the Public Art Budget.
- Countywide Administrative Overhead of $257,993 for FY2019/20.
- $10,000 for prior year tax refunds, $7,500 for interest charges on use of the County pool whenever there is a negative cash flow within the fund, $705 for the managed print costs, and $237 for estimated CAC building charges.

1662 - Registrar of Voters Relocation

- Additional $500,000 funded by General Fund – Capital Renewal Reserve to provide improved space and workflow for Vote-by-Mail election processing.

1664 - Security Camera Replacements at Fairfield Downtown Jail

- Additional $800,000 funded by Criminal Justice Temporary Construction Fund for $500,000 and $300,000 by General Fund – Capital Renewal Reserve for $300,000 to support the Phase 2 upgrade of the existing security camera system to digital mode.

1672 - Miscellaneous Projects

- $75,000 funded by Accumulated Capital Outlay (ACO) Fund to support emergency project requests during the fiscal year that have not otherwise been previously funded.

1676 - Corporation Yard - Fleet Reroofing at 477 North Texas

- $120,000 funded by the Fleet Operations to upgrade roofing at the Light Equipment shop at 477 N. Texas Street in Fairfield.

1678 - Elevator Control Upgrades at William J Carroll Government Center

- $175,000 funded by the General Fund - Capital Renewal Reserve to upgrade controls for two elevators at the William J. Carroll Government Center (WJCGC) in Vacaville.

1680 - Elevator Cab Upgrade at 500 Union

- $785,000 funded by ACO Fund - BU 1667 representing funds received in prior year for State Mandated Cost Reimbursement to upgrade two elevators at the Downtown Jail located at 500 Union Street in Fairfield.

1683 - Uninterruptible Power Supply (UPS) Replacement at H&SS Headquarter at 275 Beck

- $140,000 funded by ACO Fund to replace the uninterruptible power supply to provide emergency power source backup in case of main electric power failure for H&SS headquarters located at 275 Beck Street in Fairfield.

1709 - County Building HazMat Site Remediation

- Additional $700,000 funded by ACO Fund for $397,000 and by General Fund - Capital Renewal Reserve for $303,000 to cover various environmental services at the property located at 701 Texas Street in Fairfield including groundwater monitoring and reporting, and water well destruction.

1721 - Re-Carpet H&SS Substance Abuse - 2101 Courage

- $80,000 funded by ACO Fund to replace worn carpet at H&SS Substance Abuse division located at 2101 Courage Drive in Fairfield.

1733 - Downtown Jail Shower Stall Replacement

- $1,000,000 funded by General Fund - Capital Renewal Reserve to replace inmate showers at the Fairfield Downtown Jail.

1749 - Juvenile Detention Control Panel

- $1,275,000 funded by ACO Fund - BU 1667 representing funds received in prior year for State Mandated Cost Reimbursement to upgrade security electronic controls to digital format for enhanced security and protection.

1799 - Downtown Jail Hot Water Piping Replacement

- $1,400,00 funded by General Fund - Capital Renewal Reserve to cover Phase 2 of the hot water piping replacement throughout the Downtown Jail in Fairfield.

Contracts

- Significant contracts are appropriated in each project recommended for FY2019/20. The Department seeks board approval during the year prior to awarding the contract.

Fixed Assets

- Fixed Assets are appropriated in each project recommended for FY2019/20.

See related Budget Unit 9306 – Fund 006 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	2,904,319	2,972,050	3,099,122	127,072	4.3%
REVENUE FROM USE OF MONEY/PROP	192,523	150,000	200,000	50,000	33.3%
INTERGOVERNMENTAL REV STATE	14,423,019	5,659,469	24,214	(5,635,255)	(99.6%)
INTERGOVERNMENTAL REV FEDERAL	0	0	717	717	0.0%
INTERGOVERNMENTAL REV OTHER	1,263	14,988	14,988	0	0.0%
CHARGES FOR SERVICES	3,861	0	11,700	11,700	0.0%
MISC REVENUE	40	0	0	0	0.0%
OTHER FINANCING SOURCES	1,045,000	591,300	620,000	28,700	4.9%
GENERAL FUND CONTRIBUTION	3,393,000	7,310,000	5,678,000	(1,632,000)	(22.3%)
TOTAL REVENUES	**21,963,026**	**16,697,807**	**9,648,741**	**(7,049,066)**	**(42.2%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	2,136,390	972,805	2,952,705	1,979,900	203.5%
OTHER CHARGES	654,106	367,946	350,730	(17,216)	(4.7%)
F/A BLDGS AND IMPRMTS	17,562,746	16,480,151	3,995,000	(12,485,151)	(75.8%)
F/A EQUIPMENT	814,898	170,000	0	(170,000)	(100.0%)
OTHER FINANCING USES	1,160,756	905,059	904,468	(591)	(0.1%)
TOTAL APPROPRIATIONS	**22,328,895**	**18,895,961**	**8,202,903**	**(10,693,058)**	**(56.6%)**
NET CHANGE	**365,870**	**2,198,154**	**(1,445,838)**	**(3,643,992)**	**(165.8%)**

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.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1630 PUBLIC ART	4,765	5,559	5,220	(339)	(6.1%)
1820 FAIRGROUNDS DEVELOPMENT PROJ	4,000,000	9,694,331	8,694,331	(1,000,000)	(10.3%)
2490 HSS CAPITAL PROJECTS	59,417	15,092	0	(15,092)	(100.0%)
1760 PUBLIC FACILITIES FEES	4,456,117	5,563,287	5,832,911	269,624	4.8%
4130 CJ FAC TEMP CONST FUND	343,640	252,997	387,108	134,111	53.0%
4140 CRTHSE TEMP CONST FUND	337,497	242,047	375,961	133,914	55.3%
APPROPRIATIONS					
1630 PUBLIC ART	9,435	5,059	4,468	(591)	(11.7%)
1820 FAIRGROUNDS DEVELOPMENT PROJ	1,057,848	7,790,587	2,861,985	(4,928,602)	(63.3%)
2490 HSS CAPITAL PROJECTS	7,920	12,505	160,589	148,084	1184.2%
1760 PUBLIC FACILITIES FEES	3,085,567	2,203,737	1,821,190	(382,547)	(17.4%)
4130 CJ FAC TEMP CONST FUND	2,074	350,290	503,901	153,611	43.9%
4140 CRTHSE TEMP CONST FUND	398,588	247,344	399,810	152,466	61.6%
NET CHANGE					
1630 PUBLIC ART	4,670	(500)	(752)	(252)	50.4%
1820 FAIRGROUNDS DEVELOPMENT PROJ	(2,942,152)	(1,903,744)	(5,832,346)	(3,928,602)	206.4%
2490 HSS CAPITAL PROJECTS	(51,497)	(2,587)	160,589	163,176	(6307.5%)
1760 PUBLIC FACILITIES FEES	(1,370,550)	(3,359,550)	(4,011,721)	(652,171)	19.4%
4130 CJ FAC TEMP CONST FUND	(341,566)	97,293	116,793	19,500	20.0%
4140 CRTHSE TEMP CONST FUND	61,091	5,297	23,849	18,552	350.2%

A summary of the budgets administered by the Accumulated Capital Outlay (ACO)'s Office is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

The purpose of this budget is to account for the purchase or commission of public art and the maintenance of public art within designated public areas owned by the County (Ordinance No. 1639, Chapter 5, and Section 5.5-5.6). The County budgets for public art in County facilities to promote the arts and culture in Solano County. For every capital construction project in excess of $1 million, 1.5% of construction costs at the time of the initial contract award (excluding maintenance projects) are 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 designated 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 is challenging.

Accomplishments:

- Coordinated and managed “Call for Artists” art exhibits at the County Administration Building.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $339 or 6.1% in revenues and a decrease of $591 or 11.7% in appropriations when compared to the FY2018/19 Adopted Budget.

There is no funding for new public art projects in FY2019/20. The appropriations represent charges to the Countywide Administrative Overhead and the revenues reflect estimated interest income and Operating Transfers-In from the Accumulated Capital Outlay Fund to support County Administrative Overhead charges.

See related Budget Unit 9402 – Fund 106 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	590	500	750	250	50.0%
CHARGES FOR SERVICES	0	0	2	2	0.0%
OTHER FINANCING SOURCES	4,175	5,059	4,468	(591)	(11.7%)
TOTAL REVENUES	**4,765**	**5,559**	**5,220**	**(339)**	**(6.1%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	5,260	0	0	0	0.0%
OTHER CHARGES	4,175	5,059	4,468	(591)	(11.7%)
TOTAL APPROPRIATIONS	**9,435**	**5,059**	**4,468**	**(591)**	**(11.7%)**
NET COUNTY COST	**4,670**	**(500)**	**(752)**	**(252)**	**50.4%**

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 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.

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 & Somps, 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.

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 continues to provide progress updates to the City of Vallejo and the Solano360 Implementation Committee as well as pursuing jurisdictional and permitting requirements through the County's engineering and environmental consultants.

In FY2016/17, staff continued discussions with SCD under the ERN for their proposed utilization of the 149.1 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 will continue to evaluate its options with regards to the future implementation of the Solano360 Specific Plan which will include demolition/clean-up of specific areas of the site, targeted upgrades to existing facilities and potential solicitation of a new developer(s) for the 149.1 acre project site.

In April of 2018, the County solicited and received bids for the demolition of grandstands, horse barns and ancillary structures and awarded the contract for demolition in June 2018 with demolition anticipated to be completed in FY2018/19.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The Solano360 Specific Plan conceptualized a revitalized Solano County Fairgrounds, including built and open space venues, and parking on 35 acres of the site. Also envisioned are a 144,000 square foot Exposition Hall built in two phases; a creek park and water feature adjacent to the private uses and the Fairgrounds; an Entertainment-Mixed Use retail/restaurant use on 18.8 acres; a major attraction Entertainment Commercial use on 30 acres; parking, transit facilities and public roads and; finally, improved drainage channels for the 149.1 acres.

During FY2018/19, demolition of the grandstands, horse barns and ancillary structures was completed and site grading to collect site storm water was performed including installation of associated storm water conveyance infrastructure. The Project experienced some delays from wildfires in neighboring counties, which impacted PG&E abilities to demolish utility infrastructure and is anticipated to issue a Notice of Completion in early FY2019/20.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents decreases of $1,000,000 or 10.3% in revenues and decreases $4,928,602 or 63.3% in appropriations when compared to the FY2018/19 Adopted Budget. The appropriations will be used for consultant services, permit fees, repair and renovation of existing Fair core buildings, and demolition costs for unused/obsolete facilities. The total General Fund loan for the Solano360 Project remains $8.2 million.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
OTHER FINANCING SOURCES	0	8,194,331	8,194,331	0	0.0%
GENERAL FUND CONTRIBUTION	4,000,000	1,500,000	500,000	(1,000,000)	(66.7%)
TOTAL REVENUES	**4,000,000**	**9,694,331**	**8,694,331**	**(1,000,000)**	**(10.3%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	956,297	7,772,824	2,733,877	(5,038,947)	(64.8%)
OTHER CHARGES	101,551	17,763	128,108	110,345	621.2%
TOTAL APPROPRIATIONS	**1,057,848**	**7,790,587**	**2,861,985**	**(4,928,602)**	**(63.3%)**
NET CHANGE	**(2,942,152)**	**(1,903,744)**	**(5,832,346)**	**(3,928,602)**	**206.4%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Transfers-In - County Contributions revenues including $500,000 to cover costs for additional projects at the Fairgrounds to reduce maintenance and operational impacts of the Solano County Fair, and to prepare the site for redevelopment and implementation of the Solano360 Specific Plan. These funds will be transferred from the County's General Fund to cover the anticipated project costs.

Long-Term Debt Proceeds revenue will remain at $8.2 million to cover anticipated project costs for implementation of the Solano360 Specific Plan, and for repair, demolition and renovation of existing fair structures. These funds are part of the overall General Fund loan to the project approved in FY2017/18.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

The conditions of the existing Fairgrounds Facilities, which have continued to deteriorate as a result of extended intensive usage and reduced maintenance funding, require the County of Solano to prioritize funding for demolition and renovation of selected structures on the Fairgrounds site.

County staff and appointed Board of Supervisor members of the Solano360 Implementation Committee will continue dialog with the Solano County Fair Association on Fair Governance of the Fairgrounds and determination of responsibilities for operation and maintenance of the Fairgrounds site.

FUNCTION AND RESPONSIBILITIES

This budget unit previously supported the renovation and construction of Health and Social Services (H&SS) facilities in Fairfield, Vacaville and Vallejo. Facility projects included clinics and laboratories in Vallejo; the Integrated Care Pediatric clinic with exam and treatment rooms in Fairfield; the Crisis Stabilization Unit in Fairfield that provides psychiatric services to serve Solano County residents; the Vacaville Dental Clinic; and the William J. Carroll Government Center in Vacaville. Projects were financed by a combination of funding sources including Tobacco Settlement Revenue, Public Facilities Fees, grant funds, and other revenue sources.

All outlined projects have been completed, there is no new projects anticipated in the FY2019/20.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $15,092 or 100.0% in revenues and an increase of 148,084 or 1184.2% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

There is no anticipated new revenue for this Fund.

Primary Costs

The Recommended Budget includes $160,589 which will be transferred back to H&SS, representing the unspent amount for completed projects. The original funding source represents moneys received by H&SS from the State for Behavioral Health programs.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	8,887	7,501	0	(7,501)	(100.0%)
CHARGES FOR SERVICES	50,530	7,591	0	(7,591)	(100.0%)
TOTAL REVENUES	**59,417**	**15,092**	**0**	**(15,092)**	**(100.0%)**
APPROPRIATIONS					
OTHER CHARGES	4,402	12,505	0	(12,505)	(100.0%)
F/A BLDGS AND IMPRMTS	486	0	0	0	0.0%
OTHER FINANCING USES	3,032	0	160,589	160,589	0.0%
TOTAL APPROPRIATIONS	**7,920**	**12,505**	**160,589**	**148,084**	**1184.2%**
NET CHANGE	**(51,497)**	**(2,587)**	**160,589**	**163,176**	**(6307.5%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The Public Facilities Fee (PFF) budget is the conduit for receipt and distribution of Public Facilities Fees collected and used for capital project expenses. The fee is imposed on all new non-exempt construction within all incorporated and unincorporated areas of Solano County. The fee, set under the authority of government Code sections 66000-66009, was implemented through County Ordinance 1466 adopted on February 9, 1993. The purpose of the fee is to provide funding for expansion and/or new construction of County facilities required to accommodate new demands for facilities needed to house government services in the County. Fees collected under the Ordinance provide funding for needs assessments, planning, designing, construction, lease-purchase, acquisition, improvements, fixed assets and furnishings for County services, including jails, justice services, general administration, public and mental health services, public assistance services, regional transportation, County parks, libraries and animal shelters.

The Department of General Services oversees the PFF program budget and is responsible for administering the disbursement of funds. The County Administrator's Office acts as the liaison between the County and the incorporated cities that collect the fees for the County related to all construction within city limits.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Solano County collects PFF in six categories: Countywide Public Protection (includes Courts), Health and Social Services, Library, General Government, and Regional Transportation Part A and Part B.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $269,624 or 4.8% in revenues and a decrease of $382,547 or 17.4% in appropriations when compared to the FY2018/19 Adopted Budget. The increase in revenues is a factor of a projected increase in construction permits anticipated throughout the county in FY2019/20.

Appropriations include:

- $725,769 Transfers-Out from the PFF Public Protection Division (BU 1761) to COP Debt Service (BU 9803) used to finance the Probation Facility and improvements to the Central Utility Plant.
- $578,892 Transfers-Out to COP Debt Service (BU 8037) used to finance the County Administration Center (CAC) and improvements to the Central Utility Plant.
- $450,000 from the PFF Vacaville Library District Division (BU 1764) to the Vacaville Library District for facility expansion and related debt.
- $30,000 from the PFF Suisun Public Library to the City of Suisun for the interest payment on the 2008 Library Construction loan.
- $36,529 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).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	256,276	63,287	216,756	153,469	(242.5%)
CHARGES FOR SERVICES	4,194,530	5,500,000	5,616,155	116,155	(2.1%)
OTHER FINANCING SOURCES	5,311	0	0	0	0.0%
TOTAL REVENUES	**4,456,117**	**5,563,287**	**5,832,911**	**269,624**	**(4.8%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	6	1,575	1,275	(300)	19.0%
OTHER CHARGES	703,876	745,406	515,254	(230,152)	30.9%
OTHER FINANCING USES	2,381,686	1,456,756	1,304,661	(152,095)	10.4%
TOTAL APPROPRIATIONS	**3,085,567**	**2,203,737**	**1,821,190**	**(382,547)**	**17.4%**
NET CHANGE	**(1,370,550)**	**(3,359,550)**	**(4,011,721)**	**(652,171)**	**19.4%**

PENDING ISSUES AND POLICY CONSIDERATIONS

The County is currently completing a 5-year Public Facilities Fee Study, required by the Mitigation Fee Act (Government Code section 66000, et. Seq), and the results may impact the Public Facilities Fee rates. The Study is anticipated to be presented to the Board of Supervisors in late FY2018/19, and any fee changes implemented in FY2019/20. Any necessary budget adjustments will be brought back to the Board separately.

DEPARTMENTAL PURPOSE

This budget unit receives and distributes funds originating in surcharges on fines and vehicle violations, which have been set aside for criminal justice facility needs.

FUNCTION AND RESPONSIBILITIES

The Board of Supervisors established this Fund under Resolution No. 81-256, pursuant to California Government Code section 76101, authorizing counties to establish a Criminal Justice Facilities Construction Fund to assist in the construction, reconstruction, expansion, improvement, operation or maintenance of County criminal justice and court facilities. Eligible facilities include jails, women's centers, detention facilities, juvenile halls and courtrooms. Government Code penalties on criminal fines and parking violations constitute the proceeds of the Fund, which includes no General Fund support.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $134,111 or 53.0% in revenues and an increase of $153,611 or 43.9% in appropriations when compared to the FY2018/19 Adopted Budget. The increase in appropriations is due to the one-time Operating Transfers-Out to fund maintenance projects in criminal justice facilities. Appropriations in this Fund include Countywide Administrative Overhead charges. The primary funding sources in this Fund are surcharges on fines and vehicle violations.

See related Budget Unit 9119 - Fund 263 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	51,031	28,551	55,988	27,437	96.1%
REVENUE FROM USE OF MONEY/PROP	6,823	7,499	12,693	5,194	69.3%
CHARGES FOR SERVICES	285,787	216,947	318,427	101,480	46.8%
TOTAL REVENUES	**343,640**	**252,997**	**387,108**	**134,111**	**53.0%**
APPROPRIATIONS					
OTHER CHARGES	2,074	4,490	3,901	(589)	(13.1%)
OTHER FINANCING USES	0	345,800	500,000	154,200	44.6%
TOTAL APPROPRIATIONS	**2,074**	**350,290**	**503,901**	**153,611**	**43.9%**
NET CHANGE	**(341,566)**	**97,293**	**116,793**	**19,500**	**20.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DEPARTMENTAL PURPOSE

The budget unit receives and distributes revenues received from surcharges on fines and vehicle violations, which have been set aside for facilities necessary to the operation of the courts.

FUNCTION AND RESPONSIBILITIES

The Board of Supervisors established this Fund under Resolution Number 83-266, pursuant to California Government Code section 76100, authorizing counties to establish a Courthouse Temporary Construction Fund to assist in the acquisition, rehabilitation, construction and financing of facilities necessary or incidental to the operation of the courts or the justice system. Government Code penalties on criminal fines and parking violations constitute the proceeds of the Fund, which includes no General Fund support.

The Department of General Services administers and disburses Fund monies, with concurrence of the Administrative Office of the Courts.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $133,914 or 55.3% in revenues and an increase of $152,466 or 61.6% in appropriations when compared to the FY2018/19 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 (COP) issued for, among other purposes, improvements to the Central Utility Plant. The primary funding sources in this Fund are surcharges on fines and vehicle violations.

See related Budget Unit 9120 - Fund 264 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	51,030	25,008	54,116	29,108	116.4%
REVENUE FROM USE OF MONEY/PROP	811	100	1,845	1,745	1745.0%
CHARGES FOR SERVICES	285,656	216,939	320,000	103,061	47.5%
TOTAL REVENUES	**337,497**	**242,047**	**375,961**	**133,914**	**55.3%**
APPROPRIATIONS					
OTHER CHARGES	2,450	5,397	3,622	(1,775)	(32.9%)
OTHER FINANCING USES	396,138	241,947	396,188	154,241	63.7%
TOTAL APPROPRIATIONS	**398,588**	**247,344**	**399,810**	**152,466**	**61.6%**
NET CHANGE	**61,091**	**5,297**	**23,849**	**18,552**	**350.2%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget reflects an increase of $154,241 in Operating Transfers-Out to meet the Fund's obligation to the 2017 COP debt service. In FY2018/19, the Courthouse Temporary Construction Fund was not projected to generate sufficient revenues to fund the full contribution to the 2017 COP. To address the shortfall in funding, the County utilized a draw from debt service reserves to fund the 2017 COP obligations. In FY2019/20, estimated revenue will be sufficient to fund the annual debt service payment for the COP.

PENDING ISSUES AND POLICY CONSIDERATIONS

The County Administrator is closely monitoring ongoing revenues from Court fines and vehicle violations. If sufficient revenues are not collected to meet the Fund's obligations in future years, the County may be required to use additional General Fund monies to satisfy debt service payments.

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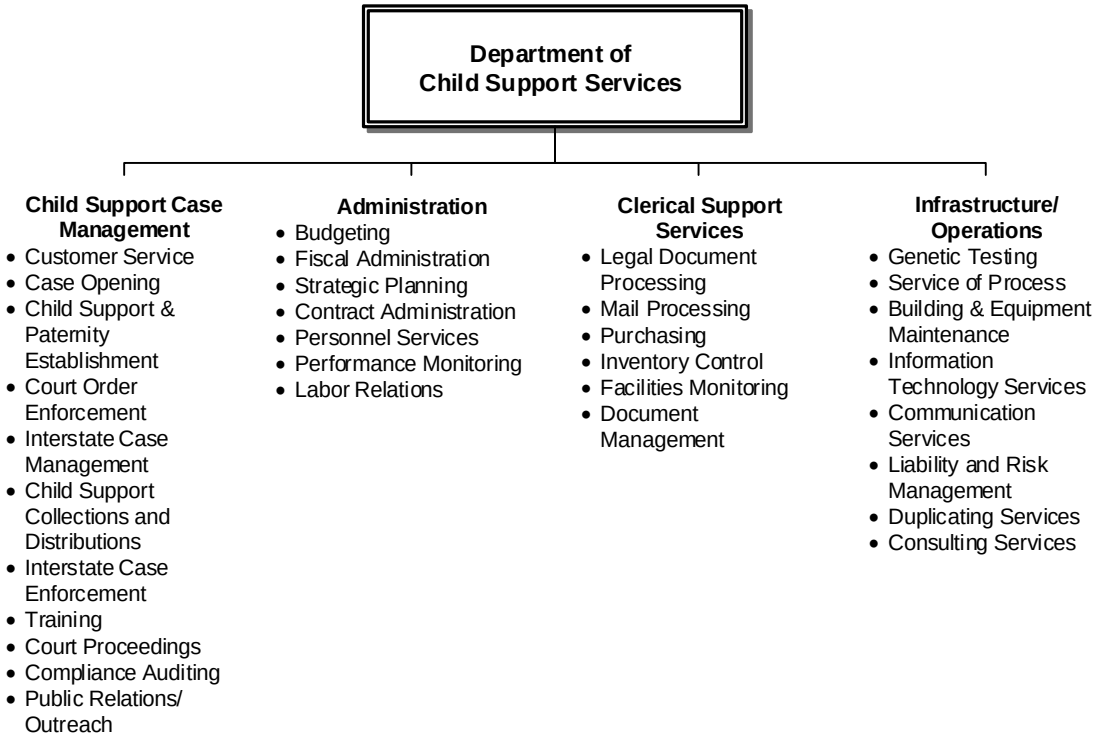


DEPARTMENTAL PURPOSE

Under provisions of Title IV-D of the Federal Social Security Act, the Department of Child Support Services (DCSS) enriches our community by promoting parental responsibility to enhance the well-being of children by providing child support services to establish parentage and collect child support.

Budget Summary:	
FY2018/19 Midyear Projection:	12,488,886
FY2019/20 Recommended:	12,853,337
County General Fund Contribution:	92,863
Percent County General Fund Supported:	0.7%
Total Employees (FTEs):	93

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 FY2002/03, funding from the State and federal government has remained relatively flat. The Department is funded with 34% State funds and 66% federal funds. As such, the Department continues to experience cost pressures related to rising building lease expenses and increases in salaries, retirement and health benefit costs. Consequently, staffing levels have been reduced from 181 employees to 93 employees, a 48.6% reduction over 17 years, mostly through attrition.

To mitigate the unyielding impacts of continuous flat funding, the Department has moved its staff into one office building to reduce building lease and operating expenses. Plans are also underway to relocate DCSS to the Solano County Administration Center (CAC) in FY2020/21, which will benefit both the Department and County. The Department will gain from lower lease costs and improved customer access, while the County will benefit from the revenue generated from renting vacant office space.

Despite the challenges of providing service with steadily declining staffing levels, remarkably DCSS's child support collections and performance continue to improve. This is the result of several factors, including fostering a work culture that inspires trust and innovation; having an empowered, engaged workforce; rigorously pursuing technology and automation to make business processes more efficient and effective, and participating in shared services agreements with other local child support agencies to leverage the strengths and resources of each agency.

Accomplishments:

- Honored by the Child Support Directors Association of California as the 2019 Outstanding Child Support Program. This honor is given annually to a local child support agency that consistently exemplifies quality child support services to its constituency and community.
- Distributed $38,239,437 in child support payments in the Federal Fiscal Year (FFY) 2018, a 2% increase over FFY 2017 and which represents needed money that helps families reach and maintain economic security.
- Achieved a collection rate of 70.7% on cases with past due child support, above the State average of 66.8%.
- Replaced all computers in the Department as part of a State DCSS computer refresh project.
- Implemented a successful pilot allowing customers to make cash payments in payments kiosks, eliminating the need for staff to handle cash.
- Created a new training team to conduct new-hire training and provide ongoing professional development for employees.
- Established a *Guiding Coalition,* comprised of line and lead staff, to support and promote the Vision and Values created with input from all Department employees, and approved by the Board on June 26, 2018.
- Launched a successful telework program allowing for flexibility in employee work locations while reducing costs, enhancing work outcomes, and helping to recruit and retain a strong workforce.
- Strengthened partnership with the Workforce Development Board to serve underemployed and unemployed parents owing child support, including those who are formerly incarcerated, in finding and maintaining employment.

WORKLOAD INDICATORS

- During the period of October 2017 through September 2018 (FFY 2018), the Department opened and administered 2,403 new child support cases through referrals from Solano County Department of Health and Social Services or applications received via the internet, by mail or in person. The Department managed approximately 15,954 child support cases throughout the year. Of those cases, 93% had child support orders established.
- During the same 12-month period, the Department:
  - Collected $27,183,185 through income withholding orders in cooperation with employers.
  - Collected $2,203,000 of delinquent child support owed through federal and State tax intercepts.
  - With a staff of three attorneys, attended 1,307 court hearings to establish, modify, or enforce child support on behalf of children and families.

- Reviewed 1,747 requests to review court ordered child support obligations due to a change in circumstances. Of those requests, 350 resulted in a modification of the monthly child support obligations that better reflected the parents' ability to pay.
- Scanned 39,981 case documents into the Department's document imaging system, affording staff the ability to access files electronically, rather than store paper files.
- Achieved a cost effectiveness ratio of $3.09, well above the State average of $2.52. For every $1.00 of State/federal money spent on the program, the Department collected and distributed $3.09 for families.
- Directly assisted 6,654 customers in the office.
- Facilitated genetic testing for 323 customers.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHILD SUPPORT CASE MANAGEMENT	321	0	0	0	0.0%
OPERATIONS	12,446,161	12,545,882	12,608,860	62,978	0.5%
TOTAL REVENUES	**12,446,482**	**12,545,882**	**12,608,860**	**62,978**	**0.5%**
APPROPRIATIONS					
CHILD SUPPORT CASE MANAGEMENT	7,615,081	7,820,977	8,243,815	422,838	5.4%
ADMINISTRATION	514,376	518,169	546,903	28,734	5.5%
CLERICAL SUPPORT SERVICES	2,235,923	2,322,041	2,194,930	(127,111)	(5.5%)
OPERATIONS	2,082,679	2,130,772	1,867,689	(263,083)	(12.3%)
TOTAL APPROPRIATIONS	**12,448,059**	**12,791,959**	**12,853,337**	**61,378**	**0.5%**
CHANGE IN FUND BALANCE					
CHILD SUPPORT CASE MANAGEMENT	7,614,760	7,820,977	8,243,815	422,838	5.4%
ADMINISTRATION	514,376	518,169	546,903	28,734	5.5%
CLERICAL SUPPORT SERVICES	2,235,923	2,322,041	2,194,930	(127,111)	(5.5%)
OPERATIONS	(10,363,482)	(10,415,110)	(10,741,171)	(326,061)	3.1%
CHANGE IN FUND BALANCE	**1,577**	**246,077**	**244,477**	**(1,600)**	**(0.7%)**
STAFFING					
CHILD SUPPORT CASE MANAGEMENT	72	70	69	(1)	(1.4%)
ADMINISTRATION	2	2	2	0	0.0%
CLERICAL SUPPORT SERVICES	23	23	22	(1)	(4.3%)
INFRASTRUCTURE/OPERATIONS	0	0	0	0	0.0%
TOTAL STAFFING	**97**	**95**	**93**	**(2)**	**(2.1%)**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $62,978 or 0.5% in revenues and an increase of $61,378 or 0.5% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The Department receives 34% of its intergovernmental funding from the State and 66% from the federal government. However, the Recommended Budget includes a contribution from the Accrued Leave Payoff Fund for anticipated staff retirements and which enables the Department to leverage the dollars to draw down additional federal monies as part of the Federal Financial Participation (FFP) Match Program. Also included is County funding to offset extra rent costs from a new lease while work proceeds in the design for department space in the County Administration Center. These funds will also be leveraged to receive additional FFP funding.

Primary Costs

The FY2019/20 Recommended Budget includes a $61,378 or 0.5% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of $319,334 or 3.0%. The increase is mainly due to increases in salaries, retirement, and accrued leave payoff costs, offset by the deletion of two vacant positions as well as a decrease in health insurance and Workers' Compensation costs.
- Services and Supplies reflect a decrease of $144,616 or 8.6%. The decrease is primarily due to decreases of $151,593 in central data processing, which primarily reflects the elimination of an onsite IT Specialist assigned to DCSS. Marketing and outreach expenses were also reduced by $28,836. This is offset by increases of $18,778 for janitorial costs and $30,480 for legal services due to a new vendor contract.
- Other Charges reflect a decrease of $114,298, primarily due to a decrease in Countywide Administrative Overhead charges.
- Other Financing Uses reflect an increase of $958 in pension obligation bond costs.

Contracts

The FY2019/20 Recommended Budget includes $157,281 or 1.2% in contracted services as follows:

- $89,000 for service of legal documents to customers
- $45,981 for janitorial services
- $11,300 to continue marketing and outreach efforts to promote child support services
- $11,000 for genetic testing services

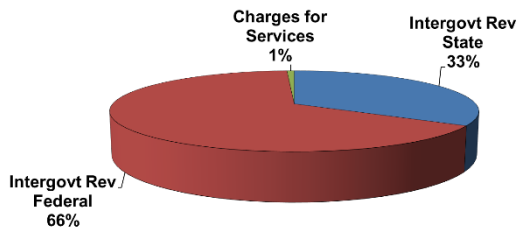
Fixed Assets

None.

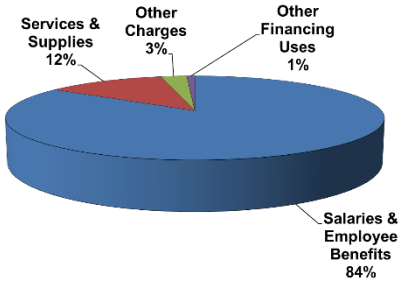
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	9,459	6,000	6,000	0	0.0%
INTERGOVERNMENTAL REV STATE	4,143,835	4,190,460	4,190,460	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	8,094,903	8,214,422	8,317,037	102,615	1.2%
CHARGES FOR SERVICES	197,964	95,000	2,500	(92,500)	(97.4%)
MISC REVENUE	321	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	0	40,000	92,863	52,863	132.2%
TOTAL REVENUES	**12,446,482**	**12,545,882**	**12,608,860**	**62,978**	**0.5%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	10,077,230	10,553,282	10,872,616	319,334	3.0%
SERVICES AND SUPPLIES	1,719,556	1,684,212	1,539,596	(144,616)	(8.6%)
OTHER CHARGES	369,823	450,175	335,877	(114,298)	(25.4%)
OTHER FINANCING USES	281,450	104,290	105,248	958	0.9%
TOTAL APPROPRIATIONS	**12,448,058**	**12,791,959**	**12,853,337**	**61,378**	**0.5%**
CHANGE IN FUND BALANCE	**1,576**	**246,077**	**244,477**	**(1,600)**	**(0.7%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Department is anticipating several staff retirements in FY2019/20. To help fund this cost and prevent the loss of additional staff, the Recommended Budget includes a $40,000 contribution from the Accrued Leave Payoff reserve to help offset the cost of the anticipated retirements. The Department will leverage these local match dollars to draw down additional federal monies as part of the Federal Financial Participation Match Program (FFP). The Recommended Budget also includes a County contribution of $52,863, which will be used to offset increased rent costs due to the delay in the Department moving to the County Administration Center. These funds can also be leveraged to receive additional FFP funding. Absent the contributions and accompanying federal matches, the Department asserts that services will be negatively impacted.

SUMMARY OF POSITION CHANGES

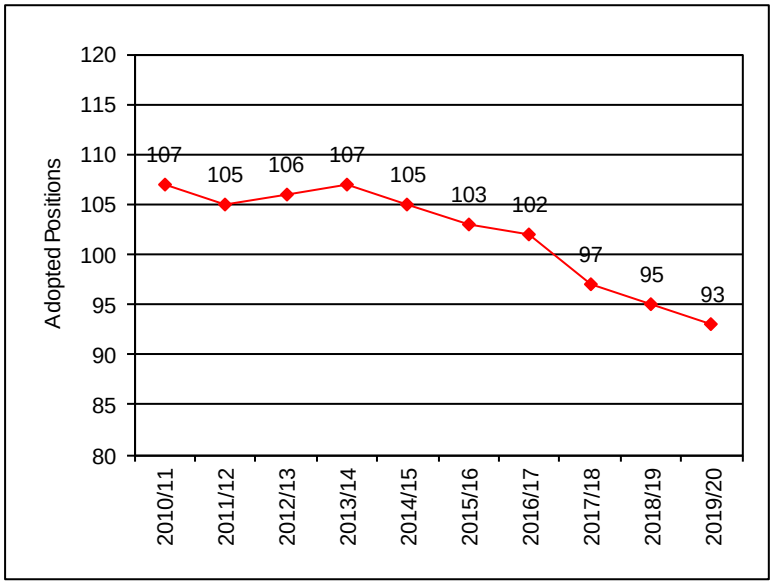
There are no changes in position allocation since the adoption of the FY2018/19 Budget.

The FY2019/20 Recommended Budget includes the following changes:

- Delete 1.0 FTE Child Support Specialist (Senior)
- Delete 1.0 FTE Legal Secretary

Both positions are currently vacant. After careful review, the Department determined that the work done by both positions could be absorbed by the remaining staff.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

In June 2018, David Kilgore was appointed Director of California Department of Child Support Services (DCSS). Mr. Kilgore has extensive experience working in the child support program and has held many key positions at local child support agencies statewide.

Potential New Program Funding

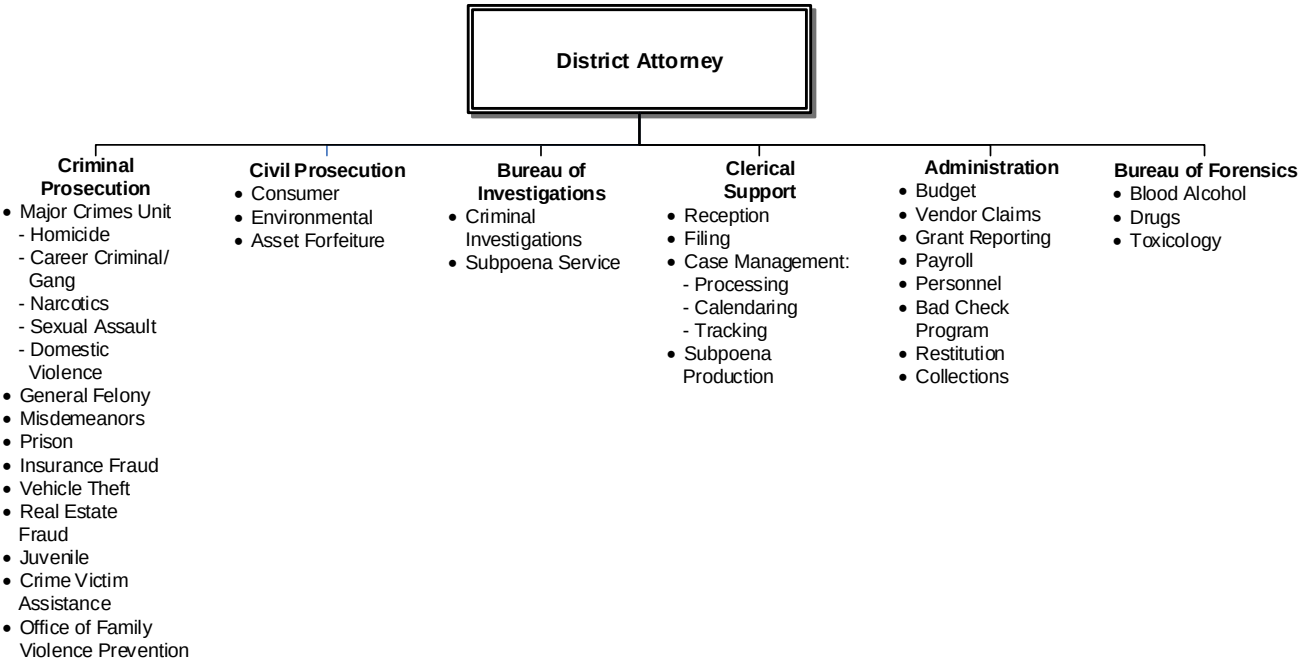
Governor Newsom's proposed State FY2019/20 Budget includes an additional $19.1 million in funding for California's child support program. Federal financial participation will add an additional $36.9 million, bringing the total additional funding to $56 million.

The proposed increase is the first of a three-year phased-in addition that establishes a funding methodology developed via a joint effort between the Child Support Directors Association (CSDA) and State DCSS. At full phase-in, Solano County would receive an additional annual allocation of approximately $313,000. If funded, this will be the first increase in base funding for Solano County DCSS since 2002. In anticipation of possible new funding, the DCSS budget includes two unfunded vacant positions pending the outcome of State budget.

SB 337 (Skinner)

Current law requires the first $50 of child support collected in a month to be paid to the recipient of CalWORKs and prohibits this amount from being considered income or being deducted from the amount of aid to which the family would otherwise be eligible. The remaining amount collected is distributed to federal, State and County governments as recoupment for aid provided to the recipient. In FFY 2018, Solano DCSS collected and distributed nearly $5 million to the federal, State and County in recoupment for public assistance.

SB 337, if chaptered, would instead require all the child support collected in a month to be paid to the recipient and would prohibit $200 of that amount from being considered income or from being deducted from the amount of aid to which the family would otherwise be eligible.



DEPARTMENTAL PURPOSE

The District Attorney is the County's public prosecutor and chief law enforcement official, initiating and conducting, on behalf of the people, all prosecutions for public offenses.

Budget Summary:	
FY2018/19 Midyear Projection:	25,024,433
FY2019/20 Recommended:	26,480,274
County General Fund Contribution:	14,837,069
Percent County General Fund Supported:	56.0%
Total Employees (FTEs):	139

FUNCTION AND RESPONSIBILITIES

Headed by the elected District Attorney, as set forth in both the California Constitution and Government Code section 26500, the District Attorney's Office is responsible for assisting law enforcement and other public agencies in the prosecution of those cases that can be proven beyond a reasonable doubt. The District Attorney carries out these responsibilities through various bureaus, located in the cities of Fairfield and Vallejo, including major crimes, general felony and misdemeanors, career criminal, narcotics, fraud prosecutions, prison crimes, and civil prosecutions. The Office also provides County law enforcement agencies with forensic laboratory services and evidence collection and storage in support of criminal offense prosecution. Additionally, the District Attorney may sponsor, supervise, or participate in any project or program to improve the administration of justice. Through these efforts, the District Attorney's Office pursues its mission to achieve justice for victims and to protect the community.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges

- Staffing levels continue to be a concern as changes to the law increase the workload of the Department. Proposition 47 changed felony crimes to misdemeanors, resulting in an increase of cases reviewed and prosecuted by the Misdemeanor Unit. Proposition 57 repealed the authority of the District Attorney to directly file criminal charges against minors in adult court, resulting in an increase of motions filed and court hearings held to argue that a juvenile should be held accountable for a serious crime in adult court. SB 1437 provided for the re-sentencing of an individual who has been convicted of or facing murder charges on a felony murder theory. Department staff must review the petition, obtain and review archived evidence, determine if the facts of the case meet the legal threshold for re-sentencing, draft and file the appropriate legal motion with the court, notify the victims of the status of the petition, and keep victims informed throughout the legal process.

This will continue to increase the DA's responsibilities to the courts, defense, crime victims, and the public. SB 1421 requires certain peace officer or custodial officer personnel records and records relating to specified incidents, complaints, and investigations involving peace officers and custodial officers to be made available for public inspection pursuant to the California Public Records Act. DA investigators are included in SB 1421 requirements.

Accomplishments

- Violent Offenders Forum: On February 19, 2019, the DA hosted a forum at the County Events Center to discuss recent changes in California law regarding the re-sentencing of certain violent offenders. These bills, SB 1437 and SB 1391 were signed into law by Governor Brown and became effective in January 2019. SB 1437 provides for the re-sentencing of an individual who has been convicted of or is facing murder charges on a felony murder theory. SB 1391 precludes a 14- or 15-year old from being prosecuted in adult court for any violent offense. The forum provided an overview on the new laws, their applications, the challenges faced by the DA's Office related to these laws, and the process implemented to handle petitions.
- Neighborhood Court Program: The Neighborhood Court Program is a Restorative Justice Program designed to address low level crimes (misdemeanors and infractions) through community-based solutions to address the harm caused by the offense, while resolving the case outside of the criminal justice system. Originally initiated by the Solano County DA's Office in conjunction with the Benicia Police Department (BPD) in November 2017, it was expanded in October 2018 to include the Vacaville Police Department (VPD). In 2018, BPD forwarded 9 cases to the Program, with 6 offenders opting into the Program and 5 offenders completing their terms. Since its inception, VPD has forwarded 5 cases to the Program, with 3 offenders opting in and 2 decisions still pending.
- Elder Abuse Unit/Financial Abuse Specialist Team (F.A.S.T.): The District Attorney's Office continues to administer the Financial Abuse Specialist Team (F.A.S.T.). F.A.S.T., which is a collaborative multi-disciplinary team of public, private, and non-profit agencies and specialists that assist financially abused elders to recover from the loss of assets, prevent further financial loss, and help elders improve the quality of life as older adults. In 2018, the Unit received 62 new cases and has conducted 11 home visits to elders suspected of being abused. Cases received in 2018 primarily involved financial elder abuse with 2 reported cases of self-neglect.
- Community Prosecutor: The District Attorney's Office continues to assign an attorney to address community quality of life issues as they exist in each city. The Community Prosecutor is available to educate the public about the criminal justice system and address concerns of community residents, while working with local law enforcement agencies, business improvement districts, chambers of commerce, faith-based groups, school districts, and other non-profit organizations to form collaborative partnerships that will assist in identifying and implementing strategies for addressing crime and quality of life issues. The emphasis is not on arrest and prosecution, but rather on learning new ways to prevent crime from occurring.
- Consumer and Environmental Crimes Unit: The following settlements occurred between January 2018 and February 2019:
    - In March 2018, a settlement was reached by the DA's Office and Super Store for having knowingly deposited, permitted to pass into, or placed where it could pass into the waters of the State of California materials harmful to fish, plant life, or bird life, failure to maintain proper written operating procedures, and unfair and unlawful business practices. Super Store agreed to pay civil penalties and costs in the amount of $175,049.
    - In August 2018, a multi-jurisdictional settlement was reached with Amazon.com Inc. for the sale of plastic products labeled with the term "biodegradable," "degradable," or "decomposable," and making untrue and/or misleading statements relating to the biodegradability, degradability, and/or compostability of plastic products to the public with intent to sell merchandise. Under the settlement, Amazon must pay $1.5 million in civil penalties, costs, and restitution. The monetary settlement includes a total of $131,818 in civil penalties to the Solano County DA's Office.
    - In November 2018, a multi-jurisdictional settlement was reached with J.C. Penney Corporation, Inc. for disposing hazardous waste at unauthorized points, transportation of hazardous waste to unauthorized locations without valid registration, violation of hazardous waste handling and storage requirements, the disposal of untreated medical waste, and violations of Unfair Competition laws. J.C. Penney agreed to pay $1,785,000 in civil penalties, $500,000 on projects to reduce hazardous waste generation and/or enhance the performance of J.C. Penney's hazardous waste management, and $350,000 in cost reimbursement to the prosecuting agencies. Solano County's share of the penalties and cost was $165,260.

- County Victim Services Grant Program: This program funded by a grant from the CalOES XC Program provides services to fill crime victim service gaps by increasing victim advocacy on middle and high school campuses in Solano County. The program also increases support for crime victims seeking protection orders through advocacy and increases courtroom advocacy through Court Appointed Special Advocates (CASA) for children in foster care as the result of being victims of abuse and neglect. The grant expires on December 31, 2019.
- Outreach Efforts and Community Activities: In 2018, the District Attorney's Office outreach efforts and community activities included: Pursuit of Justice forums, which provide opportunities for citizens to discuss community concerns with the DA's Office; Brown Act Forum; Career Days and Career Fairs at Buckingham Charter School and Fairfield-Suisun Unified School District High Schools; informational booths at the Dixon May Fair, Vacaville Fiesta Days, Solano County Fair, Grillin' & Chillin' street fair in Dixon, and the Hog August Bites street fair in Rio Vista; Earth Day Clean-Up in partnership with the Solano Resource Conservation District; volunteering at New Dawn Vallejo's Late Night Basketball Program; Sexual Assault Awareness Forum to discuss ways families in Solano County can keep their children safe from potential abuse; 3rd Annual Elder Abuse Symposium featuring speakers from multiple disciplines on how to both recognize and avoid abuse; Human Trafficking/Commercial Sexual Exploitation of Children (CSEC) informational forums in Vallejo, Benicia, Dixon, and Suisun that addressed the issues facing victims, law enforcement, and community organizations when combatting human trafficking and CSEC; 4th Annual Health Fair in partnership with the Family Justice Center; 2nd Annual "The Power of Kindness" video contest, a collaboration between District Attorney Abrams and District 4 Supervisor John M. Vasquez that seeks to address bullying on middle and high school campuses by challenging students to create videos that illustrate what positive behavior looks like and show others the effect the power of kindness can have on campus and in the community; National Night Out where District Attorney's Office staff partnered with local law enforcement in Suisun, Vacaville, Vallejo, Benicia, Fairfield, and Dixon to strengthen the partnership between law enforcement and the community.
- Victim Witness Assistance Program: The District Attorney's Office continues to operate its Victim Witness Assistance Program as part of its commitment to obtaining justice for crime victims and ensuring that the office complies with Marsy's Law (Victims' Bill of Rights Act of 2008). The District Attorney's Office continues to employ two victim witness advocates fluent in Tagalog and Spanish to lead advocacy efforts for limited English proficient Tagalog and Spanish speaking victims and to work closely with community leaders and key stakeholders to develop an outreach and communications plan that effectively reaches victims and engages them with trauma-informed services that build trust through cultural sensitivity and comprehensive, individualized support.

WORKLOAD INDICATORS

In 2018 the DA's Office:

- Received and reviewed 18,444 cases, a 1,924 increase from the previous year.
- Filed 2,261 felony cases and 6,203 misdemeanor cases.
- The Auto Theft Prosecution Unit prosecuted 271 cases.
- The forensic laboratory received the following submissions:

Alcohol:	1,389 requests for analysis (increase of 16% over 2017)
Controlled Substances:	1,217 requests for analysis (increase of 28% over 2017)
Toxicology Screening:	623 requests for analysis (increase of 23% over 2017)
Toxicology Confirmation:	499 requests for confirmation (increase of 20% over 2017)

- As of March 2019, the DA's Major Crimes Unit has 64 active homicide cases.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CRIMINAL PROSECUTION	22,378,586	24,291,539	25,108,432	816,893	3.4%
CIVIL PROSECUTION	909,188	1,237,041	1,251,360	14,319	1.2%
INVESTIGATIONS	0	0	0	0	0.0%
CLERICAL SUPPORT	0	0	0	0	0.0%
ADMINISTRATION	28,557	80,056	5,000	(75,056)	(93.8%)
BUREAU OF FORENSICS	513,421	568,459	115,482	(452,977)	(79.7%)
TOTAL REVENUES	**23,829,752**	**26,177,095**	**26,480,274**	**303,179**	**1.2%**
APPROPRIATIONS					
CRIMINAL PROSECUTION	14,072,598	14,984,296	15,890,569	906,273	6.0%
CIVIL PROSECUTION	909,219	1,237,041	1,251,360	14,319	1.2%
INVESTIGATIONS	3,336,566	3,843,936	3,601,942	(241,994)	(6.3%)
CLERICAL SUPPORT	3,098,240	3,493,007	3,419,112	(73,895)	(2.1%)
ADMINISTRATION	714,978	749,586	772,000	22,414	3.0%
BUREAU OF FORENSICS	1,701,014	1,869,229	1,545,291	(323,938)	(17.3%)
TOTAL APPROPRIATIONS	**23,832,616**	**26,177,095**	**26,480,274**	**303,179**	**1.2%**
NET CHANGE					
CRIMINAL PROSECUTION	8,305,988	9,307,243	9,217,863	(89,380)	(1.0%)
CIVIL PROSECUTION	(31)	0	0	0	0.0%
INVESTIGATIONS	(3,336,566)	(3,843,936)	(3,601,942)	241,994	(6.3%)
CLERICAL SUPPORT	(3,098,240)	(3,493,007)	(3,419,112)	73,895	(2.1%)
ADMINISTRATION	(686,421)	(669,530)	(767,000)	(97,470)	14.6%
BUREAU OF FORENSICS	(1,187,593)	(1,300,770)	(1,429,809)	(129,039)	9.9%
NET CHANGE	**(2,864)**	**0**	**0**	**0**	**0.0%**

STAFFING					
CRIMINAL PROSECUTION	61.75	62.75	68.75	6.0	9.6%
CIVIL PROSECUTION	5.0	6.0	6.00	0.0	0.0%
INVESTIGATIONS	19.5	19.5	19.50	0.0	0.0%
CLERICAL SUPPORT	32.0	32.0	32.00	0.0	0.0%
ADMINISTRATION	5.75	5.75	5.75	0.0	0.0%
BUREAU OF FORENSICS	7.0	7.0	7.00	0.0	0.0%
TOTAL STAFFING	**131.00**	**133.00**	**139.00**	**6.00**	**4.5%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of $303,179 or 1.2% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. As a result, the General Fund Contribution increases by $1,112,062 or 8.1%.

Primary Funding Sources

The primary funding source for the Department is the General Fund, which comprises approximately $14,837,069 or 56.0% of the Recommended Budget. The Department continues to seek alternative ways to fund and support mandated service requirements while decreasing General Fund Contributions by seeking grants and other funding sources.

The FY2019/20 Recommended Budget includes a $303,179 or 1.2% net increase in revenues primarily due to the following:

- General Fund Contribution increased by $1,112,062 or 8.1% when compared to the FY2018/19 Adopted Budget. The increase is primarily due to Salaries and Benefits for new and existing positions, Liability Insurance, and Countywide Administrative Overhead costs.
- Other Financing Sources represents $1,176,360, an increase of $14,319 or 1.2%, due to an increase in Transfers-In from the Consumer Protection Division.

- Intergovernmental Revenue, which includes Federal and State grants as well as State allocations, includes $9,485,644, a decrease of $498,627 or 5.0%, which includes the following:
  - State allocation of $5,449,275 from the Public Safety Augmentation Fund, which is funded from the public safety-dedicated ½ cent sales tax (Proposition 172), reflects an increase in FY2019/20 of $247,695 or 4.8%.
  - State reimbursement of $1,110,000, a decrease of $18,000 or less than 1% for the prosecution of crimes committed within California State Prison (CSP) Solano and California Medical Facility under Penal Code section 4700.
  - State 2011 Realignment of $890,295 for parole revocation, prosecution of cases related to the Post-Release to Community Supervision (PRCS), and other program services under AB 109, reflecting an increase in FY2019/20 of $55,210 or 6.6% when compared to the FY2018/19 Adopted Budget.
  - Federal/State grant of $620,843, an increase of $246,491 or 65.8% from the Crime Victim Assistance Program to assist victims of crime.
  - Vehicle License Fees of $275,500, no change from FY2018/19 for the prosecution of vehicle theft criminal cases.
  - Recurring State grant of $232,568, a decrease of $77,332 or 2.5% from the DUI Vertical Prosecution Program for the prosecution of Driving Under the Influence (DUI) cases.
  - Recurring State grant of $169,220, a decrease of $16,461 or 8.9% from the Workers' Compensation Fraud Program for the prosecution of workers' compensation fraud cases.
  - Federal/State grant of $163,386, a decrease of $273,507 or 6.3%, from CalOES Victim Services XC for crime victim advocacy services. The grant period is through December 31, 2019 and funds social worker staff and contracts with Solano Advocates for Victims of Violence and CASA Solano for services at the Solano Family Justice Center and the Vallejo branch of the Superior Court of Solano County.
  - Recurring State grant of $102,860, a decrease of $34,805 or 25.3% from the Auto Insurance Fraud Program for the investigation and prosecution of auto insurance fraud cases.
  - State grant of $96,543, a decrease of $96,808 or 50.1% from CalOES XV Unserved/Underserved Victim Advocacy to assist victims of crimes and provide counseling and grief services. The grant period is through December 31, 2019.
  - Victim Compensation Board (VCB) funds of $75,586, no change from FY2018/19 for the recovery of restitution owed to VCB by a defendant.
  - Recurring Federal formula grant of $26,882, a decrease of $432,977 or 94.2% from the Paul Coverdell Forensic Science Improvement Program for education and training. Additional funds were allocated in FY2018/19 for lab equipment.
- Misc. Revenue represents $60,000, a decrease of $275,328 or 82.1% in vital record fees, due primarily to an increase in CalOES Victim Witness Assistance grant revenue that offsets costs otherwise charged to vital record fees.
- Charges for Services includes $809,601, or a decrease of $44,247 or 5.2%, primarily due to a decrease in the number of welfare fraud cases prosecuted and therefore eligible for reimbursement.
- Fine, Forfeitures, and Penalties of $111,600 represents a decrease of $5,000 or 4.3%, primarily due to decreased fee collection related to clients' ability to pay.

Primary Costs

The Office's primary cost centers are the Criminal Prosecution Division, Civil Division, Investigations, Clerical Support, Administration, and Bureau of Forensics Services. The FY2019/20 Recommended Budget includes a $303,179 or 1.2% net increase in appropriations due to the following:

- Salaries and Employee Benefits represent $21,421,319, an increase of $766,573 or 3.7%, due primarily to new requested positions, approved labor costs, and merit increases.

- Services and Supplies of $3,007,360 represent 11.4% of the total budget, a decrease of $141,574 or 4.5% primarily due to decreases in Contracted Services and Central Data Processing charges, offset by increases in Liability Insurance, County Garage Expense, and Fuel and Lubricants expense.
- Other Charges of $1,764,525 represent 6.7% of the total budget, an increase of $52,276 or 3.1% when compared to the FY2018/19 Adopted Budget, primarily due to an increase in Countywide Administrative Overhead cost.
- Other Financing Uses represents $234,529, an increase of $3,845 or 1.7% in Pension Obligation Bond (POB), due primarily to new requested positions.

Contracts

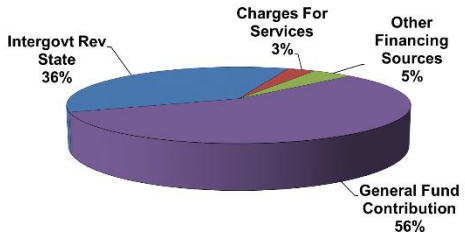
The FY2019/20 Recommended Budget includes a total of $37,500, a decrease of $342,335 or 90.1%, in contracted services which includes the following significant contracts:

- $25,000 with Solano Advocates for Victims of Violence for confidential victim advocacy services at the Solano Family Justice Center, funded by a CalOES grant through December 31, 2019.
- $12,500 with CASA to fund a volunteer supervisor to recruit and train CASA volunteers, funded by a CalOES grant through December 31, 2019.

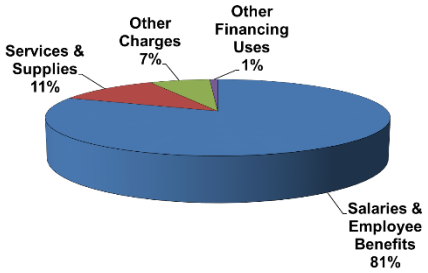
Fixed Assets

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	97,909	116,600	111,600	(5,000)	(4.3%)
INTERGOVERNMENTAL REV STATE	9,404,887	9,984,271	9,485,644	(498,627)	(5.0%)
CHARGES FOR SERVICES	767,655	853,848	809,601	(44,247)	(5.2%)
MISC REVENUE	97,409	335,328	60,000	(275,328)	(82.1%)
OTHER FINANCING SOURCES	921,696	1,162,041	1,176,360	14,319	1.2%
GENERAL FUND CONTRIBUTION	12,540,196	13,725,007	14,837,069	1,112,062	8.1%
TOTAL REVENUES	**23,829,752**	**26,177,095**	**26,480,274**	**303,179**	**1.2%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	18,598,713	20,654,746	21,421,319	766,573	3.7%
SERVICES AND SUPPLIES	2,677,238	3,148,934	3,007,360	(141,574)	(4.5%)
OTHER CHARGES	1,615,595	1,712,249	1,764,525	52,276	3.1%
F/A EQUIPMENT	355,048	390,000	0	(390,000)	(100.0%)
OTHER FINANCING USES	551,686	230,684	234,529	3,845	1.7%
INTRA-FUND TRANSFERS	34,336	40,482	52,541	12,059	29.8%
TOTAL APPROPRIATIONS	**23,832,616**	**26,177,095**	**26,480,274**	**303,179**	**1.2%**
NET CHANGE	**2,864**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The addition of 3.0 FTE Deputy District Attorneys IV included in the Recommended Budget will restore the DA's Office to the level of attorneys the Department had prior to the economic downturn when it reached its lowest allocated staffing level in FY2011/12.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2018/19 Budget are provided below.

On January 8, 2019, the following position allocation changes were approved:

- Added 1.0 FTE Deputy District Attorney V. This position is funded by the General Fund.
- Deleted 1.0 FTE Deputy District Attorney IV. This position was funded by the General Fund.
- Added 2.0 FTE Social Worker II Limited-Term to December 31, 2019. These positions are funded by CalOES County Victim Services grant revenue.

On February 26, 2019, the following position allocation changes occurred in connection with Midyear:

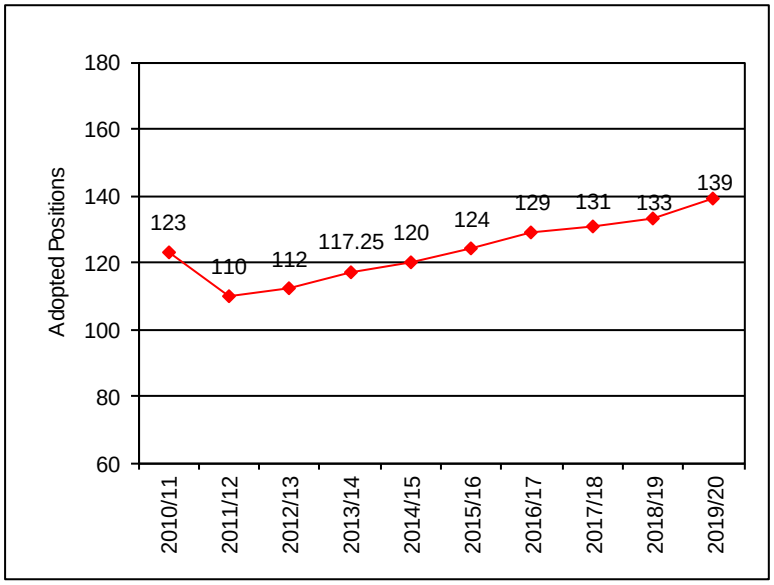
- Converted 2.0 FTE Deputy District Attorney IV Limited-Term to Regular Full-Time positions. These positions are funded by the General Fund.
- Added 1.0 FTE Victim Witness Assistant Limited-Term to September 30, 2019. This position is funded by CalOES Victim Witness Grant revenue.
- Extended 1.0 FTE Deputy District Attorney IV Limited-Term to June 30, 2020 to the Consumer and Environmental Crimes Unit. This position is funded by the General Fund.
- Extended 1.0 FTE Deputy District Attorney IV Limited-Term to June 30, 2020, assigned to Auto Theft Unit. This position is funded by Vehicle License Fee revenue and General Fund.
- Extended 2.0 FTE Deputy District Attorney IV Limited-Term to September 30, 2019, assigned to the DUI Vertical Prosecution Unit. These positions are funded by the State Office of Traffic Safety grant revenue and the General Fund.
- Extended 2.0 FTE Victim Witness Assistant Limited-Term to September 30, 2020. These positions are funded by CalOES Victim Witness Grant revenue.

- Extended 1.0 FTE Legal Secretary Limited-Term to June 30, 2020. This position is funded by 1991 Realignment for the Juvenile Prosecution Unit.

The FY2019/20 Recommended Budget includes the following position allocation changes:

- Add 3.0 FTE Deputy District Attorney IV to fully staff the review and prosecution of criminal cases. These positions are funded by the General Fund.
- Reclassify 10.0 FTE Legal Procedures Clerk to 10.0 FTE Legal Secretary upon incumbent meeting minimum qualifications; therefore, with various effective dates throughout FY2019/20.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Current and pending legislation could continue to increase workloads, including:

AB 1810 authorizes a procedure of pre-filing diversion for defendants with mental disorders. Courts could grant diversion for up to 2 years for a defendant who may have committed a misdemeanor or felony, allowing the defendant to undergo mental health treatment during that time. This bill will increase the amount of motions filed and hearings set by the District Attorney's Office in cases where the participation in the diversion program would present a threat to public safety.

SB 10, the bail reform legislation, provides for the pretrial release of defendants. The bill would authorize a prosecuting attorney to file a motion seeking the pretrial detention of a person in certain circumstances, including when the person has been charged with a capital crime and the prosecuting attorney alleges that the facts are evident or the presumption great. The bill would require, if this motion has been filed, a hearing to be held to determine whether to release the person pending trial, unless the person waives the hearing. A successful referendum will bring SB 10 to the voters in 2020. If upheld, it will dramatically increase motions and hearings regarding pretrial release.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
4100 DA SPECIAL REVENUE	473,460	302,000	302,000	0	0.0%
5500 OFFICE OF FAMILY VIOLENCE PREV	181,046	138,829	109,295	(29,534)	(21.3%)
APPROPRIATIONS					
4100 DA SPECIAL REVENUE	921,696	1,163,457	1,176,931	13,474	1.2%
5500 OFFICE OF FAMILY VIOLENCE PREV	731,030	801,039	783,026	(18,013)	(2.2%)
NET CHANGE					
4100 DA SPECIAL REVENUE	448,237	861,457	874,931	13,474	1.6%
5500 OFFICE OF FAMILY VIOLENCE PREV	549,985	662,210	673,731	11,521	1.7%

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

FUNCTION AND RESPONSIBILITIES

This special revenue fund provides a funding source for the investigation, detection, and prosecution of crime, including drug use and gang activity, consumer protection, and environmental protection.

This budget is under the direction of the District Attorney (DA) and is divided into three principal budgetary divisions:

Division 4101 – DA Narcotic Asset Forfeiture Fund – Pursuant to the California Health and Safety Code section 11489, the sources of revenue for this fund are cash and proceeds from the sale of seized property that has been used or obtained through illegal narcotics trafficking, including vehicles, boats, and real estate. Asset forfeiture proceeds provide a source of funding for general investigation, training, and all aspects of the prosecution of crimes.

Division 4102 – DA Consumer Protection Fund – Pursuant to the provisions of the California Business and Professions Code, court-ordered fines and forfeitures accrue to this fund for the support of general investigation and all aspects of the prosecution of consumer protection cases.

Division 4103 – DA Environmental Protection Fund – California Health and Safety Code section 25192 provides that a percentage of fines levied against the commission of environmental offenses be provided to the prosecuting agency bringing the action. The District Attorney has established this division of the DA Special Revenue Fund to provide a funding source in support of general investigation and all aspects of the investigation and prosecution of environmental crimes. This division reimburses the DA's operating budget in (Fund 900 - BU 6500).

The Fund Balance in this Fund is restricted by funding source for each of the applicable divisions above.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no change in revenues and an increase of $13,474 or 1.2% in appropriations when compared to the FY2018/19 Adopted Budget. Budgeted revenues and appropriations may vary depending on the status and outcomes of various cases. The difference between the budgeted revenues and appropriations is funded by available Fund Balance. Any unused Fund Balance is appropriated in Contingencies (BU 9116).

Division 4101 – The District Attorney's Narcotic Asset Forfeiture Fund Recommended Budget reflects $2,000 in budgeted revenue, no change when compared to the FY2018/19 Adopted Budget. The Division's budget reflects $571 in budgeted expenditures, a decrease of $845 or 59.7% when compared to the FY2018/19 Adopted Budget.

Division 4102 – The District Attorney's Consumer Protection Recommended Budget funds the Consumer Protection Unit (BU 6500) via an Operating Transfer-Out. The Division's budgeted revenues of $300,000 are consistent with FY2017/18 and FY2018/19. Appropriations of $1,176,360 reflect an increase of $14,319 or 1.2% from the FY2018/19 Adopted Budget primarily due increases in Salaries and Employee Benefits costs for FY2019/20.

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).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	404,900	302,000	302,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	66,344	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	1,699	0	0	0	0.0%
CHARGES FOR SERVICES	516	0	0	0	0.0%
TOTAL REVENUES	**473,460**	**302,000**	**302,000**	**0**	**0.0%**
APPROPRIATIONS					
OTHER CHARGES	0	1,416	571	(845)	(59.7%)
OTHER FINANCING USES	921,696	1,162,041	1,176,360	14,319	1.2%
TOTAL APPROPRIATIONS	**921,696**	**1,163,457**	**1,176,931**	**13,474**	**1.2%**
NET CHANGE	**448,237**	**861,457**	**874,931**	**13,474**	**1.6%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The Office of Family Violence Prevention (OFVP) was created by the Board of Supervisors on June 23, 1998 to reduce family violence in Solano County through collaborative and coordinated activities with County departments, community-based organizations, and non-profit victim service agencies with a focus on countywide prevention efforts.

In June 2008, the Board approved a proposed Family Justice Center which began providing collocated services at the OFVP on February 2, 2011.

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

The principal budgetary activities are:

5501 OFVP Administration

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

5511 Solano Family Justice Center

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 section 103628 and Welfare and Institutions Code section 18309.5) were 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.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments:

- Elder Abuse Forum: On June 13, 2018, the Solano Family Justice Center and the Senior Coalition hosted the 3rd Annual Elder Abuse Forum at the County Events Center in Fairfield. Over 100 people attended this forum. Topics discussed at the forum included types of elder abuse, self-neglect, financial abuse, and offender accountability. Agencies and community groups offered information about programs and resources before and after the forum. The 4th Annual Elder Abuse Forum is scheduled for June 14, 2019, at the County Events Center in Fairfield.
- Health Fair: The Solano Family Justice Center hosted the 4th Annual Health Fair in October 2018 where approximately 1,000 people came out to see what services and wellness programs are offered in Solano County. Over 75 vendors including representatives from law enforcement, fire department, health department, and non-profit organizations came out and donated their time to meet with members of the community and to share resources.

- The Ombudsman Services of Contra Costa and Solano County: Ombudsman Services of Contra Costa and Solano County has become an on-site partner of the SFJC, providing resources and services to residents of long-term care facilities to ensure that elders are free from abuse and receiving quality care.
- Family Justice Center Youth Committee: The Family Justice Center Youth Committee (FJCYC) is a dedicated group of students committed to engaging Solano County youth in their communities by raising awareness of issues regarding teen dating violence, healthy relationships, and youth wellness. The committee launched a campaign in February 2019 for Teen Dating Violence Awareness Month, which included posters displayed at various high schools throughout Solano County, school announcements in morning classes, and other activities designed to help students define love and relationships in a positive and healthy light. The SFJC Youth Committee also attended and presented on dating violence and healthy relationships at the 21st Annual Teens Tackle Tobacco, Alcohol, Drugs and Youth Wellness Conference in Berkeley, California. The future goals for the committee include continued presentations to high school students and community members about dating violence and the resources available to the community (including the SFJC) as well as; the expansion of their February Campaign, to include other awareness months and public service announcements (PSAs).

WORKLOAD INDICATORS

- In 2018, SFJC Social Workers served 440 clients and received 359 new cases which included 267 domestic violence cases, 12 elder abuse cases, 18 child sexual assault cases, and 14 child abuse/neglect cases.

Additionally, in 2018 the following services were provided at the SFJC by partnering agencies:

- The SFJC Courage Center 2 forensically interviewed 137 clients and performed 46 non-acute Sexual Assault Response Team (SART) exams.
- The Trauma Recovery Center served 228 new clients at SFJC.
- The Health & Social Services Employment and Eligibility Unit served 767 new clients.
- The Health & Social Services Help Bureau – Family Stabilization & Housing Unit served 254 new clients.
- Solano Advocates for Victims of Violence (SAVV) served 393 new clients.
- The CalOES Victim Legal Services (KL) Grant Program, administered by SAVV, assisted 32 new clients, 8 of which required bilingual assistance, resolved 11 cases with new restraining orders, with local family law attorneys providing 320 hours of service to these clients.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $29,534 or 21.3% in revenues and a decrease of $18,013 or 2.2% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the Net County Cost increased $11,521 or 1.7% from last year. The General Fund Contribution is $673,731.

Primary Funding Sources

The primary funding source for the OFVP and the SFJC is General Fund Contribution at $673,731 or 86.0% of total revenues. Other revenue sources of $109,295 include $62,695 in Vital Record Fee revenue; $45,000 in Marriage License Fee revenue; and $1,600 in Battered Women Fee revenue.

The Recommended Budget includes a $29,534 or 21.3% net decrease in revenues primarily due to the following:

- Vital Record Fee revenue includes a $22,958 or 57.8% increase due to additional draw from the Vital Record Fee reserve for increased retirement and medical benefit costs for one Extra Help Social Worker II.
- Grant revenue decreased by $52,492 or 100.0% due to the expiration of the Grants To Encourage Arrest Policies (GTEAP) grant on September 30, 2018 and no new grant secured.

Primary Costs

The Recommended Budget includes a $18,013 or 2.2% net decrease in appropriations due to the following:

- Salaries and Employee Benefits of $454,881 include a $26,881 or 6.3% increase. This is due primarily to an increase of $14,997 in retirement expense, $8,666 increase in health insurance expense, and $4,561 increase in salary expense when compared to FY2018/19.

- Services and Supplies of $140,599 include a $14,991 or 9.6% net decrease. The decrease reflects reductions of $49,108 in Other Professional Services, $3,384 in grant related travel expense, and $1,451 decrease in risk management insurance, offset by an increase of $37,532 in central data processing services expense.
- Other Charges of $79,303 include a $32,776 or 29.2% net decrease, primarily due to a decrease in Countywide Administrative Overhead charges.
- Other Financing Uses of $4,121 include a $604 or 17.2% net increase, primarily due to an increase in Pension Obligation Bond expense for one Extra Help Social Worker II.
- Intrafund Transfers of $104,122 include a $2,269 or 2.2% net increase in General Services' Facilities Division costs for building maintenance, grounds, and custodial services at the SFJC.

Contracts

The FY2019/20 Recommended Budget includes a total of $40,000 in contracted services for local domestic violence crisis shelter services funded with Marriage License Fee and Battered Women Fee revenue pursuant to California Penal Code section 1203.097(a).

Fixed Assets

None.

DEPARTMENT COMMENTS

The District Attorney remains committed to increasing direct services at the SFJC. The SFJC continues to add new services and programming specific for victims of elder abuse and child victims of abuse and sexual assault. Collaborative efforts between the on-site social workers and the Victim Witness Unit at the SFJC continue to result in increased outreach and support to victims of domestic violence, sexual assault, and elder abuse, helping to both heal the victim and strengthen offender accountability. SFJC clients continue to receive confidential victim advocacy, crisis intervention, protection order services with court accompaniment, pro-bono family law and U-Visa attorney consultations, referrals for mental health services, child support services, and benefit eligibility.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	44,874	45,000	45,000	0	0.0%
FINES, FORFEITURES, & PENALTY	2,075	1,600	1,600	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	88,618	52,492	0	(52,492)	(100.0%)
MISC REVENUE	45,478	39,737	62,695	22,958	57.8%
TOTAL REVENUES	**181,046**	**138,829**	**109,295**	**(29,534)**	**(21.3%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	363,618	428,000	454,881	26,881	6.3%
SERVICES AND SUPPLIES	171,192	155,590	140,599	(14,991)	(9.6%)
OTHER CHARGES	85,483	112,079	79,303	(32,776)	(29.2%)
OTHER FINANCING USES	9,067	3,517	4,121	604	17.2%
INTRA-FUND TRANSFERS	101,670	101,853	104,122	2,269	2.2%
TOTAL APPROPRIATIONS	**731,030**	**801,039**	**783,026**	**(18,013)**	**(2.2%)**
NET COUNTY COST	**549,985**	**662,210**	**673,731**	**11,521**	**1.7%**

STAFFING					
OFFICE OF FAMILY VIOLENCE PREV	4	3	3	0	0.0%
TOTAL STAFFING	**4**	**3**	**3**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- The SFJC was awarded a $95,000 grant from the Kaiser Permanente Community Benefits Program to strengthen the collaboration with the Family Justice Centers in the Counties of Sonoma, Alameda, and Contra Costa. This funding will

also be utilized to address characteristics and needs unique to each victim and will assist staff in identifying what victim-centered, trauma-informed, and culturally inclusive services are needed. This grant program will also increase collaboration and referrals for services between Kaiser and Family Justice Centers in the Bay Area. The program period is from December 1, 2018 through November 30, 2019.

- Solano Community Justice, Inc. a recently created non-profit foundation, was established to assist the Solano Family Justice Center with fundraising to increase services for victims of violence. The agency is officially accepting donations, actively recruiting additional board members, and developing a website/marketing strategy.

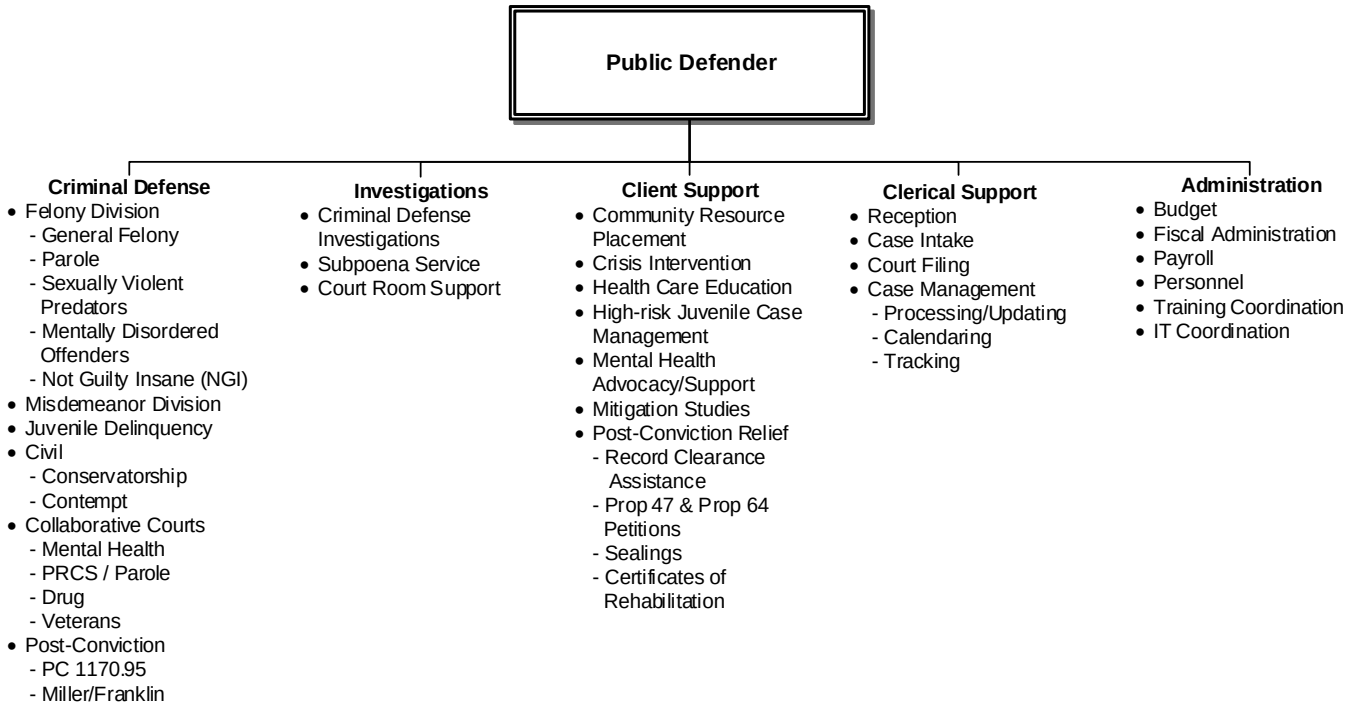
SUMMARY OF POSITION CHANGES

The FY2019/20 Recommended Budget reflects the following position changes:

- Reclassify 1.0 FTE Office Assistant III to a 1.0 FTE Social Services Worker funded by County General Fund.

PENDING ISSUES AND POLICY CONSIDERATIONS

Grant revenue continues to decrease in FY2019/20, causing General Fund costs to remain high and to increase for the fourth consecutive year. The DA's Office will continue to seek and apply for grant opportunities in an effort to offset General Fund costs in future.



DEPARTMENTAL PURPOSE

The Public Defender's Office provides legal representation for indigents accused of criminal conduct, or who are in danger of losing a substantial right. In its 1963 decision, *Gideon v. Wainright*, the United States Supreme Court found a Constitutional, Sixth Amendment, right to counsel for criminal defendants unable to afford their own attorney. Subsequent United States Supreme Court cases extended this right to persons in danger of losing a substantial right.

Budget Summary:	
FY2018/19 Midyear Projection:	13,750,281
FY2019/20 Recommended:	14,897,800
County General Fund Contribution:	13,984,275
Percent County General Fund Supported:	93.9%
Total Employees (FTEs):	71

FUNCTION AND RESPONSIBILITIES

Like most California counties, Solano County fulfills its Constitutional mandate by means of a Public Defender's Office, established in 1968, pursuant to Government Code sections 27700-27712 and Penal Code section 987.2.

The Public Defender maintains offices in Fairfield and Vallejo where Superior Court proceedings are held. The scope of representation includes all phases of criminal litigation from arraignment through some post-conviction proceedings. As appropriate to each client, legal issues are researched, investigations are conducted, written motions are prepared, and oral presentations are made in all court hearings, including court and jury trials.

Most of the Public Defender's clients are adults and juveniles accused of criminal offenses ranging from misdemeanors to serious felonies, including capital offenses. The Civil Unit provides competent legal representation to individuals threatened with conservatorship proceedings.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Effective January 1, 2019, Senate Bill (SB) 1437 severely restricted the applicability of the felony murder rule and created a procedure for inmates serving life sentences to petition for resentencing and release under the new law. As of March 2019,

15 individuals are being represented on these petitions and anticipate that the Public Defender will continue to be appointed on additional cases. These cases are 10-40 years old and require significant resources to effectively litigate.

- Effective this year, Penal Code section 1001.36 significantly expanded the availability of pre-trial diversion to defendants charged with felonies or misdemeanors who suffer from a mental disorder that was a significant factor in the commission of the crime. While this will assist Public Defender clients with mental illness access treatment and avoid incarceration and convictions, there are increased costs in obtaining psychological assessments and treatment plans, and an increased workload on the Department's social workers.
- The passage of California Proposition 57 in November 2016 amended section 707 of the Welfare and Institutions Code (WIC). The change in State law requires that, before youths can be transferred to adult court, they must have a hearing in juvenile court to determine whether they should be transferred. These hearings require a complete mitigation investigation which has increased the work load for investigators, lawyers and clerical, and the employing of experts in many different fields.
- Over 6,500 California prison inmates were committed based on crimes they committed as a child or youthful offender. Over the last few years the courts have been reevaluating the constitutionality of the length of these prison terms and the legislature has issued regulations about the "youthful offender" inmates. New and retroactive responsibilities for Public Defenders have been imposed. This requirement affects approximately 250 Public Defender clients; inmates who were under 26 years of age at the time of sentencing. *People v. Franklin* (2016) 63 Cal. 4th 261 expanded the defendant's rights by requiring the trial court to determine whether the defendant was afforded an adequate opportunity to make a record of information relevant to a future determination under Penal Code sections 3051 and 4801 and the US Supreme Court matter of *Miller*. Experts will need to be hired to fulfill this statutory obligation to our clientele. These hearings also require a complete mitigation investigation, not unlike capital murder cases, and are also more complicated because they will require retroactive investigation. While most of the incarcerated clients from Solano County have been identified, the Department has not had the resources to reach out to them. The Public Defender does assist former clients who request help, and in other cases, inmates file petitions in court and the Public Defender is appointed to provide representation. The number of these cases continues to grow. As with the Juvenile Transfer Hearings, these are labor intensive, requiring extensive research, and the hiring of numerous experts. In addition, some of the clients appointed to the Public Defender's Office under SB 1437 may not qualify for relief under that statute but were youthful offenders and are entitled to *Miller/Franklin* assistance.
- Reasonable Professional Standards of Competency (RPSC) have been established as a result of US Supreme Court Cases (*Miller*) and California case law and statutes. RPSC requires defenders currently representing juvenile clients and clients under 26 who are facing potential punishment of Life Without Possibility of Parole (LWOP) or its "functional equivalent" to utilize experts, compile relevant records, conduct necessary investigations, and present a record of the *Miller* factors, as they relate to client's diminished culpability, at sentencing. The RPSC requires the Public Defender's Office to prepare a comprehensive social history, including school and other records, psychological evaluations; and evidence for mitigation, such as, letters from family members, friends, and school personnel. RPSC will increase investigations, experts, attorney and support staff time for these cases.

Accomplishments:

- Represented approximately 11,000 clients in 2018 including new and ongoing cases.
- At the end of June 2018, the Solano County Public Defender launched our new case management system, eDefender, and ceased creating paper files for our new cases. Attorneys and investigators are able to access case files remotely with an internet connection, and staff spend significantly less time searching for files. Collaboration is more efficient since case information is immediately accessible, and most cases are automatically updated with new court dates via an interface with the Solano County Superior Court. This has resulted in significant improvement in data collection for reporting and analysis, but also some challenges of added responsibility for scanning paper documents and uploading electronic discovery.
- Partnered with UpTrust, who has received a grant to provide text messaging services to public defender offices and their clients, with the goal that by sending frequent court date reminders, failures to appear rates are reduced, resulting in cost

savings in unnecessary incarceration and enforcing failure to appear (FTA), as well as a reduction in the amount of time to close cases. The Office expects to be live department-wide by the beginning of FY2019/20.

- Collaborated with H&SS to inform the community of services to expunge criminal records.
- Collaborated with the Solano Community Corrections Partnership (CCP) to continue providing services included in the County's 2011 Public Safety Realignment Act Implementation Plan (AB 109).

WORKLOAD INDICATORS

- In 2018, relying on a legal team of 39 attorneys, 7 investigators and 20.5 administrative/support staff, the Public Defender's Office opened approximately 2600 felony cases, 7200 misdemeanor cases, 160 juvenile cases, 300 civil clients, plus provided services to an increased number of 2011 Public Safety Realignment (AB 109) clients.
- Caseloads in the Public Defender's Office continue to increase in the severity of charges filed, requiring increased resources for representation of clients. The District Attorney continues to file the most serious charges and enhancements available, including filing second and third strikes. These cases require significant use of expert witnesses and consultants in order to provide constitutionally effective assistance of counsel.
- The passage of California Proposition 57 in November 2016 amended section 707 of the Welfare and Institutions Code (WIC) which requires increased legal, investigation and clerical work. The measure changed State law to require that, before youths can be transferred to adult court, they must have a full hearing in juvenile court to determine whether they should be prosecuted as juveniles or adults. The Public Defender has continued to litigate transfer hearings in 2018.
- The US Supreme Court ruled in *Miller* and the California Supreme Court ruled in *Franklin* and SB 260 took effect on January 1, 2014. This has significantly increased the requirement for "youthful offenders". This is a retroactive requirement outlined above. The effects of these Court decisions are in full effect in FY2019/20. Currently, the Department represents six prisoners on *Miller / Franklin* proceedings. Proposition 64 requires that the Public Defender file petitions to dismiss on prior marijuana cases of varying sorts. The Department is not seeking out these former clients or doing any community outreach but receives numerous requests regularly. In addition, several of the inmates who filed SB 1437 petitions have been identified, and if denied relief, would be eligible for *Franklin/Miller* assistance.
- SB 1437 has significantly increased workloads as the Public Defender has been appointed to represent inmates convicted of felony murder who are now eligible for resentencing. These cases require significant resources to locate and review old records and litigate the petitions. Some will require investigative resources.
- Mental Health Diversion will provide needed services to clients who as a result of their mental illness committed crimes. For these clients, the Public Defender 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.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
PUBLIC DEFENDER	13,069,664	14,343,482	14,897,800	554,318	3.9%
TOTAL REVENUES	**13,069,664**	**14,343,482**	**14,897,800**	**554,318**	**3.9%**
APPROPRIATIONS					
PUBLIC DEFENDER	13,069,664	14,343,482	14,897,800	554,318	3.9%
TOTAL APPROPRIATIONS	**13,069,664**	**14,343,482**	**14,897,800**	**554,318**	**3.9%**
NET CHANGE					
PUBLIC DEFENDER	1	0	0	0	0.0%
NET CHANGE	**1**	**0**	**0**	**0**	**0.0%**

	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
STAFFING					
PUBLIC DEFENDER	65.0	66.5	71	4.5	6.8%
TOTAL STAFFING	**65.0**	**66.5**	**71**	**4.5**	**6.8%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $554,318 or 3.9% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. As a result, the General Fund Contribution increased by $646,610 or 4.8%. The increase in the General Fund Contribution is primarily the result of increases in Salaries and Employee Benefits, including new positions that were approved at Midyear and positions that are part of the Recommended Budget.

Primary Funding Sources

The primary funding source for the Department is General Fund Contribution, which is comprised of $13,984,275 or 93.9% of the FY2019/20 Recommended Budget.

The FY2019/20 Recommended Budget includes a $554,318 or 3.9% increase in revenues primarily due to the following:

- Intergovernmental Revenues of $895,525 reflect a decrease of $85,292 or 8.7%. These revenues consist of 2011 Public Safety Realignment (AB 109) for representation of clients affected by the State's 2011 Realignment of the criminal justice system, State Vehicle License Fee Realignment revenue and State sales tax revenue related to 1991 Realignment. The decrease primarily represents decreases in State VLF Realignment revenue and State sales tax revenue related to 1991 Realignment, which resulted after Health and Social Services initiated a reconciliation of redirected funds to Social Services to fund IHSS. The decrease is offset by an increase of $26,419 in State 2011 Realignment revenue.
- Charges for Services of $18,000 reflects a decrease of $7,000 for the collection of legal fees charged to Public Defender clients that are determined by the Court to be able to pay. The decrease in legal fees collected also represents reduced collections by the Probation Department.
- Other Financing Sources of $13,984,275 represent the General Fund Contribution, an increase of $646,610 or 4.8% from the FY2018/19 Adopted Budget. The increase in the General Fund support is primarily the result of an increase in Salaries and Employee Benefit costs, including new positions. In an effort to minimize the impact on the General Fund, the Public Defender has eliminated services and programs that are not constitutionally mandated and have aggressively sought grants and other sources of funding. However, very few grants and other sources of funding for the Department to enhance its revenues exist for criminal defense work.

Primary Costs

The FY2019/20 Recommended Budget includes a $554,318 or 3.9% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflects an increase of $576,911 or 4.9% primarily due to increases in retirement, health benefits, and salaries and extra-help staffing.
- Services and Supplies reflect a decrease of $19,909 primarily due to decreases for office expense, psychological, consulting and professional services, software maintenance/support, and for data processing services. This is offset by increases in liability insurance and witness costs.
- Other Charges reflect a decrease of $8,677 primarily due to a reduction in Countywide Administrative Overhead charges.
- Intrafund Services reflect an increase of $5,703 for Sheriff's security services at the Vallejo campus.

Contracts

The FY2019/20 Recommended Budget includes a total of $127,273 or 0.8% for contracted services which includes the following significant contracts:

- $71,843 with Journal Technologies for the annual software maintenance/license of the Department's new case management system. The cost represents 75% of total contract amount as 25% of software maintenance/license cost is budgeted in the Alternate Public Defender (BU 6540).
- $55,430 with Lawyers for America to support Legal Fellowships.

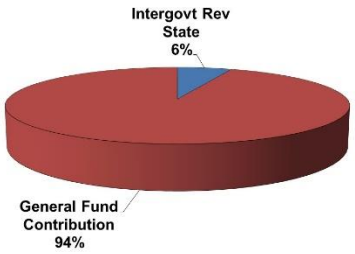
Fixed Assets

None.

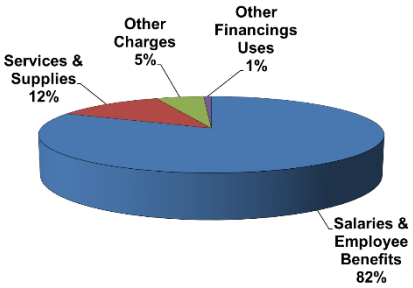
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	884,473	980,817	895,525	(85,292)	(8.7%)
CHARGES FOR SERVICES	93,309	25,000	18,000	(7,000)	(28.0%)
GENERAL FUND CONTRIBUTION	12,091,882	13,337,665	13,984,275	646,610	4.8%
TOTAL REVENUES	**13,069,664**	**14,343,482**	**14,897,800**	**554,318**	**3.9%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	10,367,721	11,690,879	12,267,790	576,911	4.9%
SERVICES AND SUPPLIES	1,465,694	1,761,156	1,741,247	(19,909)	(1.1%)
OTHER CHARGES	753,076	747,585	738,908	(8,677)	(1.2%)
F/A - INTANGIBLES	161,250	0	0	0	0.0%
OTHER FINANCING USES	302,573	119,160	119,450	290	0.2%
INTRA-FUND TRANSFERS	19,351	24,702	30,405	5,703	23.1%
TOTAL APPROPRIATIONS	**13,069,664**	**14,343,482**	**14,897,800**	**554,318**	**3.9%**
NET CHANGE	**1**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Effective December 30, 2018, attorneys receive standby pay of $4 per hour for weekdays and $5 per hour for weekends and holidays per their MOU to support SB 395 calls. SB 395 requires all children 15 years or younger to consult with an attorney

before being able to waive their Miranda rights during interrogation. This cost is split between the Public Defender's budget and the Alternate Public Defender's Budget. The Public Defender's budget includes $23,200 for attorney standby pay.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below.

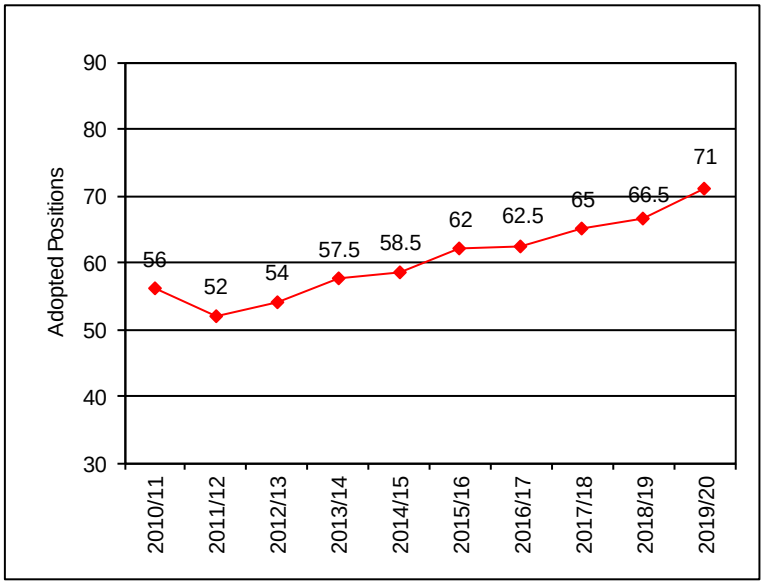
On February 26, 2019, the following position allocation changes were approved to address operational changes:

- Extended 2.0 FTE Limited-Term Deputy Public Defender IVs through June 30, 2020 as caseloads continue to increase. The positions are primarily funded with County General Fund and State sales tax realignment revenues.
- Extended 2.0 FTE Limited-Term Office Assistant IIs through June 30, 2020. The positions assist with scanning current case files in to the new case management system as the Department continues to transition to paperless files. The positions are primarily fund with County General Fund.
- Extended 1.0 FTE Limited-Term Process Server through June 30, 2020, to address continuing increase in caseloads. The position is primarily funded with County General Fund.
- Added 1.0 FTE Limited-Term Deputy Public Defender IV (project based) through June 30, 2020, to address anticipated increased caseloads associated with the passage of SB 1437, which allows for inmates convicted of felony-murder to petition to be released from custody and resentenced. The position is funded with County General Fund.
- Added 1.0 FTE Limited-Term Paralegal (project based) through June 30, 2020, to address anticipated increased caseloads also associated with the passage of SB 1437. The position is funded with County General Fund.

The FY2019/20 Recommended Budget includes the following position allocation changes primarily funded with County General Fund:

- Add 2.0 FTE Legal Secretary to provide support to the attorneys, including, but not limited to, the timely opening of cases, processing of electronic discovery and emails.
- Add 0.5 FTE Social Worker III to coordinate the linkage of clients to community resources and develop collaborative partnerships with County agencies, including the new Mental Health Court, and community providers to assist clients in the rehabilitative process.
- Convert 1.0 FTE Limited-Term Deputy Public Defender IV to a regular FTE as caseloads continue to increase.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2019/20 Recommended Budget includes funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are partially funded by the State AB 109 allocation in FY2019/20. The Department and the County Administrator are continuing to monitor the State allocation of AB 109 funds.

On January 1, 2019, SB 1437, which eliminated felony-murder, became effective. This new law is anticipated to increase caseloads as inmates who were convicted of felony-murder petition to be released from custody and resentenced. Additionally, SB 215, which became effective in June 2018, allows the Court to establish a pretrial diversion program that allows a willing defendant with a mental health disorder to postpone further action in his/her case in order to participate in a treatment program. Evidence of the mental disorder must be provided by the defense. At this time, the Court is in the process of an ad-hoc implementation of Mental Health Diversion; however, State and local systems are currently not in place. In addition, the Solano County Superior Court began a Mental Health Collaborative Court in March 2019, which will also involve additional attorney and social worker resources, as well as outside psychological assessments. Until these systems are in place, the Public Defender's Office is unable to anticipate or project psychological and professional services costs resulting from the implementation of the program.

The Offices of the Public Defender and Alternate Public Defender, working with the Department of Information Technology, launched a new case management system in June 2018. This system, E-Defender, will bring the Public Defender's Office in line with the District Attorney's Office, the Courts and Probation in order to achieve sharing of discovery, filings and other reports in an electronic format, and eventually to a completely paperless system. The Department currently has an embedded DoIT position, 0.5 FTE IT Analyst, shared between the two offices, assigned to assist with the implementation and integration of the software; however, the configuration and customization of the software to match the unique workflow model of the Department is complicated and a full-time IT Analyst is needed for full implementation of the case management system.

In January 2019, SB 176 was introduced in the Legislature to increase State Bar annual fees. If enacted, attorney fees could increase from an annual cost of $430 per attorney to $530 or more. The Department will continue to monitor, and a budget adjustment may be required sometime during the fiscal year if the legislation is enacted.

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DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
6540 ALTERNATE PUBLIC DEFENDER	4,173,757	4,386,261	5,051,872	665,611	15.2%
APPROPRIATIONS					
6540 ALTERNATE PUBLIC DEFENDER	4,173,757	4,386,261	5,051,872	665,611	15.2%
NET CHANGE					
6540 ALTERNATE PUBLIC DEFENDER	0	0	0	0	0.0%

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

DEPARTMENTAL PURPOSE

The Alternate Public Defender provides Court-appointed legal representation to indigents for whom the Public Defender is unable to represent due to a conflict of interest or unavailability.

Budget Summary:	
FY2018/19 Midyear Projection:	4,299,143
FY2019/20 Recommended:	5,051,872
County General Fund Contribution:	5,004,757
Percent County General Fund Supported:	99.1%
Total Employees (FTEs):	24.0

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 an Alternate Public Defender's Office. In certain cases, however, the Public Defender may have a conflict of interest, commonly occurring when a single case involves multiple indigent defendants, or some prior relationship exists with a party to the case. In these instances, the Public Defender must decline appointment, and the County's obligations to provide counsel are met by the Alternate Public Defender's Office, unless a conflict of interest exists there as well. If both the Public Defender and the Alternate Public Defender are unable to provide representation, the case is assigned to private counsel under Other Public Defense (BU 6730).

The Office of the Alternate Public Defender maintains separate offices in Fairfield and Vallejo, where the Superior Courts hear cases. The Office provides representation at all phases of criminal litigation, from arraignment through post-conviction proceedings. As appropriate to each client, legal issues are researched, investigations are conducted, written motions are prepared, and oral presentations are made in all court hearings, including court and jury trials.

Since approximately June 2000, the Alternate Public Defender's Office has operated under the administrative authority of the Public Defender. The Office's duties and characteristics are similar to those of the main Public Defender's Office (BU 6530). However, pursuant to California Penal Code section 987.2 and the case law, the Alternate Public Defender's Office is organized as a separate division of the Public Defender's Office, under the direct supervision of a Chief Deputy Public Defender.

The majority of the clients represented by the Office are adults and juveniles accused of criminal offenses. The offenses range from traffic misdemeanors to serious felonies, including capital offenses. A small portion of the cases involve advising witnesses, whose testimony could be incriminating and conservatorships.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Effective January 1, 2019, Senate Bill (SB) 1437 severely restricted the applicability of the felony murder rule and created a procedure for inmates serving life sentences to petition for resentencing and release under the new law. As of March 2019, approximately a dozen cases are being litigated for their eligibility or are in the process of petition preparation. These cases are 10-40 years old and require significant experience and resources to effectively litigate.
- Also, effective this year, Penal Code section 1001.36 significantly expanded the availability of pre-trial diversion to defendants charged with felonies or misdemeanors who suffer from a mental disorder that was a significant factor in the commission of the crime. While this will assist our clients with mental illness access treatment and avoid incarceration and convictions, there are increased costs in obtaining psychological assessments and treatment plans, and an increased need for social worker assistance.
- The passage of California Proposition 57 in November 2016 amended section 707 of the Welfare and Institutions Code (WIC). The change in State law requires that, before youths can be transferred to adult court, they must have a hearing in juvenile court to determine whether they should be transferred. These hearings require a complete mitigation investigation which has increased the work load for investigators, lawyers and clerical, and the employing of experts in many different fields.
- Reasonable Professional Standards of Competency (RPSC) have been established as a result of US Supreme Court Cases (*Miller*) and California case law and statutes. RPSC requires defenders currently representing juvenile clients and

clients under 26 who are facing sentences over 15 years to utilize experts, compile relevant records, conduct necessary investigations, and present a record of the *Miller* factors, as they relate to client's diminished culpability, at sentencing. The RPSC requires the Alternate Public Defender's Office to prepare a comprehensive social history, including school and other records, psychological evaluations; and evidence for mitigation, such as, letters from family members, friends, and school personnel. RPSC will increase investigations, experts, attorney and support staff time for these cases. In addition, the Alternate Public Defender has been appointed on cases where the conviction occurred in the past and the client is now entitled to a *Miller* hearing.

Accomplishments:

- Represented clients in approximately 3,000 cases in 2018, including new and ongoing cases.
- At the end of June 2018, the Solano County Alternate Public Defender launched a new case management system, eDefender. This has resulted in a significantly reduced number of paper files. Attorneys and investigators are able to access case files remotely with an internet connection, and staff spend significantly less time searching for files. Collaboration is more efficient since case information is immediately accessible, and most cases are automatically updated with new court dates via an interface with the Solano County Superior Court. This has resulted in significant improvement in data collection for reporting and analysis, but also some challenges of added responsibility for scanning paper documents and uploading electronic discovery.
- Partnered with UpTrust, who has received a grant to provide text messaging services to public defender offices and their clients, with the goal that by sending frequent court date reminders, failures to appear rates are reduced, resulting in cost savings in unnecessary incarceration and enforcing failure to appear (FTA), as well as a reduction in the amount of time to close cases. The Office expects to be live department-wide by the beginning of FY2019/20.
- Collaborated with the Community Corrections Partnership to continue providing services included in the County's 2011 Public Safety Realignment Act Implementation Plan (AB 109).
- Collaborated with H&SS to inform the community of services to expunge criminal records.

WORKLOAD INDICATORS

- In 2018, relying on a legal team of 13 attorneys, 2 investigators and 5.5 administrative/support staff, the Alternate Public Defender's Office opened approximately 900 felony cases, 1500 misdemeanor case, 50 civil cases, and 100 juvenile cases.
- Caseloads in the Alternate Public Defender's Office continue to increase in the severity of charges filed, requiring increased resources for representation of clients. The District Attorney continues to file the most serious charges and enhancements available, including filing second and third strikes. These cases require significant use of expert witnesses and consultants in order to provide constitutionally effective assistance of counsel.
- The passage of California Proposition 57 in November 2016 amended section 707 of the Welfare and Institutions Code (WIC) which requires increased legal, investigation and clerical work. The measure changed State law to require that, before youths can be transferred to adult court, they must have a full hearing in juvenile court to determine whether they should be prosecuted as juveniles or adults. The Alternate Public Defender has continued to litigate transfer hearings in 2018.
- SB 1437 has resulted in significantly increased workloads as the Alternate Public Defender has been appointed to represent inmates convicted of felony murder who are now eligible for resentencing. These cases require significant resources to locate and review old records and litigate the petitions. Some will require investigative resources.
- Mental Health Diversion will provide needed services to clients who as a result of their mental illness committed crimes. For these clients, the Alternate Public Defender is required to conduct psychological assessments to determine the nexus and the level of treatment, with increased costs for experts and consultants, and social workers. These costs are expected to be offset by decreased incarceration and recidivism.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of $665,611 or 15.2% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. As a result, the General Fund Contribution increased by $663,753 or 15.3%. The increase in

the General Fund Contribution is primarily the result of increases in Salaries and Employee Benefits, including a new position approved at Midyear and positions that are part of the Recommended Budget, and costs related to central data processing services and Countywide Administrative Overhead costs.

Primary Funding Sources

The primary funding source for the Department is the General Fund Contribution, which comprises of $5,004,757 or 99.1% of the Recommended Budget.

The FY2019/20 Recommended Budget includes an increase of $665,611 or 15.2% in revenues primarily due to the following:

- Intergovernmental Revenues of $46,115 reflect an increase of $2,858 or 6.6%. This revenue consists of 2011 Public Safety Realignment (AB 109) for representation of clients affected by the State's 2011 Realignment of the criminal justice system.
- Other Financing Sources of $5,004,757 represent the General Fund Contribution, an increase of $663,753 or 15.3% from the FY2018/19 Adopted Budget. The increase in the General Fund support is primarily the result of increases in Salaries and Employee Benefit costs, including new positions. In an effort to minimize the impact on the General Fund, the Alternate Public Defender has eliminated services and programs that are not constitutionally mandated and have aggressively sought grants and other sources of funding. However, very few grants and other sources of funding for the Department to enhance its revenues exist for criminal defense work.

Primary Costs

The FY2019/20 Recommended Budget includes a $665,611 or 15.2% increase in appropriations due to the following:

- Salaries and Employee Benefits of $4,159,533 reflect an increase of $626,333 or 17.7% primarily due to increases in Salaries and Employee Benefit costs, department promotions, and costs for additional staffing.
- Services and Supplies of $566,343 reflect an increase of $24,503 or 4.5% primarily due to increases in liability insurance and data processing services.
- Other Charges reflect an increase of $7,282 or 2.7% primarily due to an increase in Countywide Administrative Overhead costs.
- Other Financing Uses reflect an increase of $5,523 for Pension Obligation Bond costs.
- Intrafund Services reflect an increase of $1,970 for Sheriff's security services at the Vallejo campus.

Contracts

The FY2019/20 Recommended Budget includes the following contract:

- $23,948 with Journal Technologies for the annual software maintenance/license of the Department's new case management system. The cost represents 25% of total contract amount as 75% of software maintenance/license cost is budgeted in the Public Defender (BU 6530).

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	40,739	43,257	46,115	2,858	6.6%
CHARGES FOR SERVICES	51,545	2,000	1,000	(1,000)	(50.0%)
GENERAL FUND CONTRIBUTION	4,081,474	4,341,004	5,004,757	663,753	15.3%
TOTAL REVENUES	**4,173,757**	**4,386,261**	**5,051,872**	**665,611**	**15.2%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	3,271,713	3,533,200	4,159,533	626,333	17.7%
SERVICES AND SUPPLIES	459,055	541,840	566,343	24,503	4.5%
OTHER CHARGES	281,718	267,642	274,924	7,282	2.7%
F/A - INTANGIBLES	53,750	0	0	0	0.0%
OTHER FINANCING USES	100,820	35,045	40,568	5,523	15.8%
INTRA-FUND TRANSFERS	6,701	8,534	10,504	1,970	23.1%
TOTAL APPROPRIATIONS	**4,173,757**	**4,386,261**	**5,051,872**	**665,611**	**15.2%**
NET CHANGE	**0**	**0**	**0**	**0**	**0.0%**

STAFFING					
ALTERNATE PUBLIC DEFENDER	21.5	20.5	24.0	3.5	**17.1%**
TOTAL STAFFING	**21.5**	**20.5**	**24.0**	**3.5**	**17.1%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Effective December 30, 2018, attorneys receive standby pay of $4 per hour for weekdays and $5 per hour for weekends and holidays per MOU to support SB 395 calls. SB 395 requires all children 15 years or younger to consult with an attorney before being able to waive their Miranda rights during interrogation. This cost is split between the Public Defender's budget and the Alternate Public Defender's budget. The Alternate Public Defender's budget includes $7,800 for attorney standby pay.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2018/19 Budget are provided below.

In July 2018, 1.0 FTE Limited-Term Office Assistant II through June 30, 2019 was added as a technical adjustment to the Department's FY2018/19 position allocation upon certification from the Department that sufficient funds were available to fund the position. The position assists with scanning current case files in to the Department's new case management system that was launched in June 2018.

On February 26, 2019, the following position allocation changes were approved to address operational change and are funded with County General Fund:

- Extended 1.0 FTE Limited-Term Office Assistant II through June 30, 2020. The position assists with scanning current case files in to the Department's new case management system as the Department continues to transition to paperless files.
- Added 1.0 FTE Limited-Term Deputy Public Defender IV (project based) through June 30, 2020, to address anticipated increased caseloads associated with the passage of SB 1437, which allows for inmates convicted of felony-murder to petition to be released from custody and resentenced. The position is funded with County General Fund.

The FY2019/20 Recommended Budget includes the following position allocation changes funded with County General Fund:

- Add 1.0 FTE Social Worker II to provide pre-adjudication services, including obtaining information on the client's physical and mental health, to assist attorneys in mitigating pending charges.
- Add 0.5 FTE Process Server as the number of subpoenas being served has increased.

PENDING ISSUES AND POLICY CONSIDERATIONS

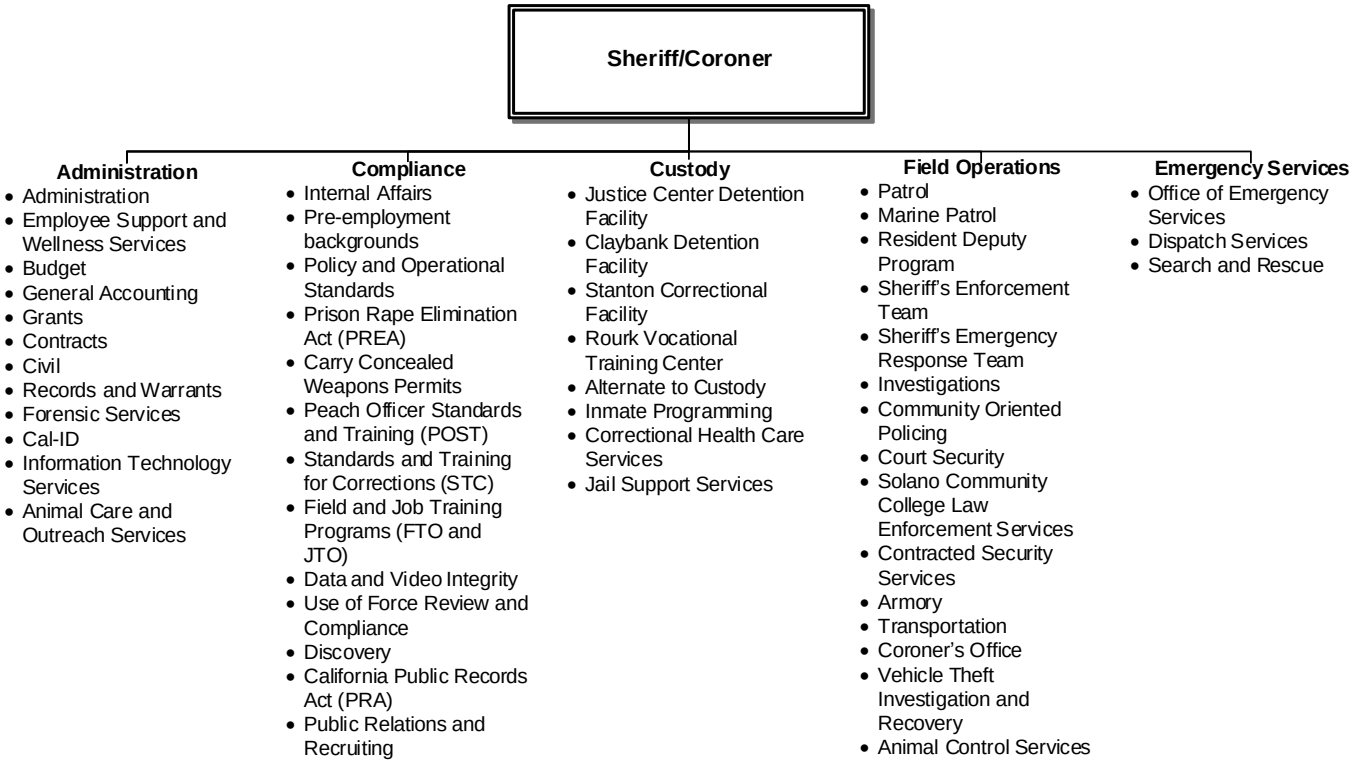
The FY2019/20 Recommended Budget includes funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are

partially funded by the State AB 109 allocation in FY2019/20. The Department and the County Administrator are continuing to monitor the State allocation of AB 109 funds.

On January 1, 2019, SB 1437, which eliminated felony-murder, became effective. This new law is anticipated to increase caseloads as inmates who were convicted of felony-murder petition to be released from custody and resentenced. Additionally, SB 215, which became effective in June 2018, allows the Court to establish a pretrial diversion program that allows a willing defendant with a mental health disorder to postpone further action in his/her case in order to participate in a treatment program. Evidence of the mental disorder must be provided by the defense. At this time, the Court is in the process of an ad-hoc implementation of Mental Health Diversion; however, State and local systems are currently not in place. In addition, the Solano County Superior Court began a Mental Health Collaborative Court in March 2019, which will also involve additional attorney and social worker resources, as well as outside psychological assessments. Until these systems are in place, the Alternate Public Defender's Office is unable to anticipate or project psychological and professional services costs resulting from the implementation of the program.

The Offices of the Public Defender and Alternate Public Defender, working with the Department of Information Technology, launched a new case management system in June 2018. This system, E-Defender, will bring the Alternate Public Defender's Office in line with the District Attorney's Office, the Courts and Probation in order to achieve sharing of discovery, filings and other reports in an electronic format, and eventually to a completely paperless system. An embedded DoIT position, 0.5 FTE IT Analyst, shared between the two offices, is assigned to assist with the implementation and integration of the software; however, the configuration and customization of the software to match the unique workflow model of the Department is complicated and a full-time IT Analyst is needed for full implementation.

In January 2019, SB 176 was introduced in the Legislature to increase State Bar annual fees. If enacted, attorney fees could increase from an annual cost of $430 per attorney to $530 or more. The Department will continue to monitor, and a budget adjustment may be required sometime during the fiscal year if the legislation is enacted.



DEPARTMENTAL PURPOSE

Headed by the elected Sheriff as prescribed in Government Code §24000(b), the Sheriff's Office is responsible for providing public safety services in the County, including patrol, investigations and custody of adult offenders, and overseeing the Coroner's Office, Animal Care/Control, and the Office of Emergency Services (OES). The Sheriff's Office also provides a variety of support services including dispatch of public safety personnel and maintenance of criminal records.

Budget Summary:	
FY2018/19 Midyear Projection:	112,012,071
FY2019/20 Recommended:	117,342,278
County General Fund Contribution:	65,451,024
Percent County General Fund Supported:	55.8%
Total Employees (FTEs):	529

FUNCTION AND RESPONSIBILITIES

The Sheriff's Office:

- Administration function provides a variety of administrative and support services including strategic planning; fiscal administration; employee services; maintenance of criminal records; crime reporting; evidence collection and storage; service of legal notices such as restraining orders, actions of divorce, and eviction notices; collection and distribution of civil judgments; management of the automated biometrics identification system; and maintenance and implementation of its automated systems.
- Compliance function provides for the implementation of operational standards; internal investigations; responses to public records requests; oversite of employee training and standards; and carry concealed weapons permitting.
- Custody function provides for the custodial care of the inmates housed at the jail facilities, including both sentenced and pre-trial inmates, through supervision of the inmate population and provision of clothing and meals, and medical, mental health, and dental services; preparation of the inmate for return to the community through provision of substance abuse treatment services, case management re-entry services, and vocational services; and management of the work furlough, work release and electronic monitoring programs for low level offenders.

- Field Operations function provides for the protection of County residents in unincorporated areas and their property through prevention and detection of criminal activity and apprehension of those responsible for the crime; safety and enforcement of Solano County waterways; crime scene investigations; cold-case investigations; narcotics investigations; compliance checks of post-release community supervision clients; mutual aid response; building and perimeter security services to the Courts; law enforcement and security services to Solano Community College and other County departments; transportation of inmates to and from court, State prison facilities, other County jail facilities, and medical appointments; conduction of death investigations and autopsies; and oversight of indigent burials.
- Emergency Services function provides for the central coordination in all County disaster events, establishment of an emergency operations plan, provision of direction to first responders, and enlistment of aid from various State and local agencies; coordination of local search and rescue efforts; dispatch of Field Operations personnel to calls for service, and dispatch of local fire personnel and equipment through the countywide consolidated fire dispatch center.

At the direction of the County Administrator and approval of the Board of Supervisors, the Sheriff's Office is responsible for the operation and management of the County's Animal Care shelter and provision of animal control services to the unincorporated areas.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Vacancies*:* Vacancies continue to impact operations, resulting in required overtime to backfill vacant positions, and also resulting in reduced services provided to other County departments when staffing levels are too low. As of March 2019, the Sheriff's Office had over 70 vacancies, including 38 Correctional Officer positions, 5 Deputy Sheriff positions, and 8 Sheriff Security Officer positions, for a 13% vacancy rate. The high vacancy rate is attributable to increased number of employees reaching retirement age, as well as employees' leaving the County for lateral positions in other agencies, coupled with a competitive job market and a lack of qualified candidates who can pass a pre-employment background investigation. Efforts to reduce this trend have included weekly meetings on recruitments with the Department of Human Resources (HR), and the recent realignment of staffing resources 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 alternative methods, such as the public safety organizations and training academies.
- Expansion of Public Records Act (PRA) Requests: California Penal Code section 832.7 was amended to require the release of documents formerly considered confidential. While the number of incidents involving Sheriff's Office personnel is limited, multiple documents may need to be reviewed for each request. Additionally, many hours of recorded statements and video evidence would need to be examined and redacted to remove information that is confidential or protected by law; could endanger the physical safety of an officer; or that could identify complainants and/or witnesses prior to release. Effective July 2019, all body camera images must be made available for public examination under strict timelines. While it is difficult to estimate the number of staff hours required to comply with these new legal mandates, it is likely to result in the redeployment of some staff members from their current assignments to handle the workload. Additionally, redacting software will need to be purchased and staff members trained accordingly. The Recommended Budget includes the creation of the Sheriff's new Compliance Division that, among its many duties, will be responsible for coordinating PRA responses.
- Data Integrity: With the increased demands for access to data and the use of available technologies such as body cameras, vehicle mounted cameras, security cameras, and other automated systems for recording, monitoring, and documenting the storage of information and then accessing it has become a complex challenge. In addition, the Sheriff's Office has expanded its use of technology and reliance on critical systems such as ATIMS (Jail Management Systems) and Cal-ID and computer aided dispatch. Current staffing does not allow for a strong quality assurance program to ensure data integrity, so the Department is working with DoIT to look for additional automation opportunities to enhance data monitoring.

Accomplishments:

- Prison Rape Elimination Act Compliance (PREA): In Spring 2019, the Claybank Correctional Facility received a passing mark for PREA compliance. The audit process lasted several months, and in preparation, numerous policies and

procedures were established or amended, staff training was implemented, and inmate education was given on the zero-tolerance policy for sexual harassment and/or abuse. The Stanton Correctional Facility passed the audit process last year, and the next phase will include the Justice Center Detention Facility.

- Response to the Camp Fire and Assistance Provided to Butte County: The Camp Fire has been deemed the most devasting and costly fire in California's history. In response to mutual aid, the Office of Emergency Services (OES) coordinated sending more than 25 volunteers outfitted in HazMat suits to assist with sifting through burn areas for human remains and staff to coordinate investigative efforts to locate missing persons. Due to the efforts of Sheriff's employees, the number of open cases was dramatically reduced from over 3,000 to less than 200 within a week.
- AlertSolano: As part of the Solano County Operational Area's Emergency Operations Plan, OES purchased a countywide mass notification system (Alert Solano) to notify residents and visitors within the County's boundaries of severe weather conditions, disasters, acts of terrorism, and criminal activity. As of March 2019, more than 16,000 residents have signed up to receive alerts and the number is anticipated to increase in the coming year.
- Inmate Education*:* The Sheriff's Office has successfully partnered with Five Keys Charter School to deliver educational programming to inmates housed in the Solano County jail facilities. Five Keys has provided seven teachers and a re-entry specialist embedded in the three Solano County jail facilities. Between 150-185 inmates receive educational services on a daily basis through classroom education, independent study, English as a Second Language or Special Education Services. With the assistance of Five Keys Charter Schools, 15 inmates received their high school diplomas in 2018.
- Jail-Based Competency Treatment*:* In partnership with the Department of State Hospitals, the Solano Courts, and the County's inmate mental health provider, WellPath (formerly California Forensic Medical Group), the Sheriff's Office implemented an in-house Jail-Based Competency Treatment program in February 2019. The goal is to restore competency to felony defendants who are declared Incompetent to Stand Trial. The program is a treatment intensive model which involves activities and social interactions appropriate for a patient's emotional and interpersonal needs. The 60-day program cycle allows flexibility for turnover as many inmates are expected to be returned to competency before 60 days and some may need to continue in the program. As of April 2019, 2 inmates have been restored to competency. The Sheriff's Office anticipates this program will be very successful.
- Rourk Vocational Training Center*:* Construction was completed, and the Center was dedicated on January 29, 2019. In Spring 2019, the local Laborer's Union began the first Pre-Apprenticeship Program. The program is a fast-paced, intense, industry-driven program that allows participants to start developing the skills they will need to succeed as a working Carpenter. It includes training in the fundamentals of construction, concrete-pouring techniques, trades math, and fitness. The Sheriff's Office anticipates enrolling up to 12 inmates in the inaugural class. Additionally, other trade programs related to plumbing, electrical, sheet metal, and auto repair are expected to be offered, commencing in FY2019/20.
- Narcan*:* The Sheriff's Office worked with Human Resources' Risk Manager to establish policy and procedures for equipping the deputies and the jail facilities with Narcan nasal spray for use in emergency situations to reverse the effects of an opioid overdose. The County Public Health Officer has endorsed the policy. Sheriff's staff have received the proper training and are ready for an emergency.
- Presentence Release Program*:* In partnership with the Probation Department and the Solano Superior Courts, the Sheriff's Office implemented a pre-sentence release program. The program helps to reduce the number of pre-sentence defendants housed in the jail facilities as Probation staff interview prospective pre-sentence defendants and determine whether it is appropriate to release the defendant on electronic monitoring until the court proceedings begin.

WORKLOAD INDICATORS

Administration	2014	2015	2016	2017	2018
Total annual civil papers received for processing	9,259	8,228	8,244	7,887	7,588
Number of restraining orders processed	2,122	2,131	2,143	2,143	1,690
Number of warrants processed	9,270	9,490	9,999	10,324	9,946
Number of call-outs to crime scenes	27	45	49	41	36
Number of suspect fingerprints analyzed	510	607	395	382	354
Number of background investigations processed	625	585	486	346	510
Number of training hours provided to staff	33,651	39,662	30,130	30,771	27,139

Custody	2014	2015	2016	2017	2018
Number of bookings	16,293	16,192	16,205	15,555	15,356
Felonies	8,852	7,067	6,719	6,499	6,236
Misdemeanors	7,441	8,642	8,977	8,617	8,926
Other	N/A	483	498	439	194
Average daily population	939	940	985	975	769
Average stay (days)	21.0	21.0	22.4	22.9	18.3

Law Enforcement and Investigative Services	2014	2015	2016	2017	2018
Number of calls for service - Patrol	55,706	56,474	60,413	58,624	57,600
Number of arrests	3,666	3,692	3,449	2,802	2,402
Number of Sheriff Emergency Response Team call-outs	26	49	9	7	14
Number of illegal dumping cases investigated	238	243	478	447	481
Number of calls for service – Court Security	1,469	1,497	1,970	1,700	1,714
Number of prisoners transported - Court and other facilities	15,806	17,201	18,704	12,912	12,887
Number of prisoners transported – Medical & hospitalizations	708	972	365	416	323
Number of crime investigations	848	1,131	1,051	1,098	1,262
Street Value of illegal drugs confiscated	$4.4M	$20M	$234M	$14M	N/A
Number of felony sexual assault offender sweeps	4	16	9	12	8
Number of vessel inspections	1,237	1,045	556	704	406
Number of vessel assists	80	228	47	55	86
Number of Sheriff Enforcement Team compliance checks	276	298	210	245	209
Number of decedents received by Coroner	1,317	1,331	1,257	1,281	1,220
Number of autopsies	236	242	232	238	270

Emergency Services	2014	2015	2016	2017	2018
Number of Emergency Operations Center Activations	1	1	0	3	3
Number of search and rescue operations	13	20	14	16	13
Number of calls for service - Dispatch	99,254	100,739	108,388	104,654	108,295

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	85,331,437	90,625,530	95,663,281	5,037,751	5.6%
COMPLIANCE	0	231,381	219,285	(12,096)	(5.2%)
CUSTODY	8,502,292	7,463,262	8,732,861	1,269,599	17.0%
FIELD OPERATIONS	11,859,045	11,887,421	12,374,351	486,930	4.1%
EMERGENCY SERVICES	331,369	401,156	352,500	(48,656)	(12.1%)
TOTAL REVENUES	**106,024,143**	**110,608,750**	**117,342,278**	**6,733,528**	**6.1%**
APPROPRIATIONS					
ADMINISTRATION	23,647,790	23,327,601	25,331,799	2,004,198	8.6%
COMPLIANCE	0	1,968,011	3,422,054	1,454,043	73.9%
CUSTODY	51,660,337	54,132,127	55,544,844	1,412,717	2.6%
FIELD OPERATIONS	27,564,768	27,677,963	29,192,456	1,514,493	5.5%
EMERGENCY SERVICES	3,239,898	3,503,048	3,851,125	348,077	9.9%
TOTAL APPROPRIATIONS	**106,112,793**	**110,608,750**	**117,342,278**	**6,733,528**	**6.1%**
NET CHANGE	**88,650**	**0**	**0**	**0**	**0.0%**
STAFFING					
ADMINISTRATION	61	61	56	(5)	(8.2%)
COMPLIANCE	0	0	12	12	0.0%
CUSTODY	292	288	282	(6)	(2.1%)
FIELD OPERATIONS	182	157	154	(3)	(1.9%)
EMERGENCY SERVICES	0	25	25	0	0.0%
TOTAL STAFFING	**535**	**531**	**529**	**(2)**	**(0.4%)**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents increases of $6,733,528 or 6.1% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. As a result, the General Fund Contribution is increased by $3,572,632 or 5.8%. The increase is largely attributed to Salaries and Employee Benefits, insurance, Countywide Administrative Overhead costs, and inmate medical and programming costs.

The primary funding source for the Sheriff's Office is County General Fund Contribution of $65,451,024 or 55.8% of the Recommended Budget. The primary source of non-County revenue is Proposition 172 Public Safety Tax; $29,074,972 or 24.8% of total revenues. The Public Safety Tax is tied to State sales tax revenue and is directly impacted by the State's economy. The Sheriff's Office is projecting an increase of $1,321,591 or 4.8% in Proposition 172 tax revenues over the current year's Adopted Budget as California's economy continues to grow as supported by continued upward sales trends. Other principal funding sources include: State payments for providing court security services, $6,778,711 or 5.8% of total revenues; and State allocations under the 2011 Public Safety Realignment, $7,212,559 or 6.1% of total revenues.

Administration and Support

The primary programs for Administration are Administrative Services and Employee Services. Other programs include Records and Warrants, Civil, Forensic Identification Services, and Technology Services.

The Recommended Budget for Administration is $95,663,281 in revenues and $25,331,799 in appropriations. These represent an increase of $5,037,751 or 5.6%, in revenues and an increase of $2,004,198 or 8.6% in appropriations when compared to the FY2018/19 Adopted Budget.

The Sheriff's Office records all revenues and expenditures that are not directly related to a specific program or function in the Administration Division. The revenues include General Fund contribution and Proposition 172 revenues totaling $94,525,996. Appropriations include Countywide Administrative Overhead (A87), liability and risk insurance, workers' compensation, communications costs, and central data processing services for the Sheriff's Office. 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 Fund will continue to offset costs of the Civil and Cal-ID programs. The increase in expenditures is primarily due to the increased A87 overhead and liability insurance costs.

The Administration Recommended Budget funds 56.0 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 $219,285 in revenues and $3,422,054 in appropriations. These represent a decrease of $12,096, or 5.2%, in revenues and an increase of $1,454,043, or 73.9%, in appropriations when compared to the FY2018/19 Adopted Budget. The decrease in revenues is primarily due to less anticipated Standards and Training for Corrections funds resulting from fewer filled Custody positions. Compliance's Recommended Budget assumes Standards and Training for Corrections and Peace Officer Standards and Training monies will continue to offset training costs for Correctional Officers and Deputies. The increase in expenditures is primarily due to the increased Salaries and Employee Benefit costs for the new Captain and positions moved from other divisions to form the new Compliance Division.

The Compliance Recommended Budget funds 12.0 FTE positions.

Custody

The primary programs for Custody are the Justice Center Detention Facility, the Claybank Detention Facility, and the Stanton Correctional Facility. Other programs include Alternative to Custody, Inmate Health Care, Inmate Programming, and the Rourk Vocational Training Center.

The Recommended Budget for Custody is $8,732,861 in revenues and $55,544,844 in appropriations. This represents an increase of $1,269,599, or 17.0%, in revenues and an increase of $1,412,717, or 2.6%, in appropriations when compared to the FY2018/19 Adopted Budget. The increase in revenues is primarily due to State funding for the new 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, and 2011 Public Safety Realignment funding, State Criminal Alien Assistance Program 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 higher overtime costs related to vacancies, County approved CalPERS rate and health insurance increases, and contracted services costs for the JBCT program. Other significant cost increases are for jail facility maintenance costs and contracted case management transition services for mentally ill offenders, offset by a reduction to Operating Transfers-Out.

The 2011 Public Safety Realignment funding for Community Corrections is $4,631,351 for FY2019/20. 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 282.0 FTE positions.

Field Operations

The primary programs for Field Operations are Patrol, Court Services, and Security Services. Other programs include Marine Patrol, Resident Deputy, Transportation, Investigations, the Sheriff's Emergency Response Team, the Armory, and the Coroner's Office.

The Recommended Budget for Field Operations is $12,374,351 in revenues and $29,192,456 in appropriations. This represents an increase of $486,930, or 4.1%, in revenues and an increase of $1,514,493, or 5.5%, in appropriations when compared to the FY2018/19 Adopted Budget. The increase in revenues is primarily due to expanded security services provided to General Services for the County Administration Lobby and the Vallejo campus parking lot. The Recommended Budget assumes State Supplemental Law Enforcement Services Fund (SLESF) monies will continue to support warrant service activities, Cal-MMET funding will continue to support narcotics investigations, and 2011 Public Safety Realignment funding will continue to support the Sheriff's Enforcement Team. The increase in expenditures is largely due to higher overtime and extra-help costs related to vacancies and County approved CalPERS rate and health insurance increases, offset by a decrease to Intrafund transfers for security services provided to Probation, the District Attorney, and the Public Defender.

The 2011 Public Safety Realignment program budget allocation for Community Corrections is $1,092,071 in FY2019/20. 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 154.0 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 $352,500 in revenues and $3,851,125 in appropriations. This represents a decrease of $48,656, or 12.1%, in revenues and an increase of $348,077, or 9.9%, in appropriations when compared to the FY2018/19 Adopted Budget. The net decrease in revenues is primarily due to discontinuance of State funding for Emergency 911 system maintenance and a FY2018/19 budget adjustment by the Board as part of Supplemental Budget request, offset by the cost of recovery dispatch services. Emergency Services' Recommended Budget assumes all other agencies will continue to use dispatch services at or near the same number of calls in prior years. The increase in expenditures is primarily due to the increased maintenance cost for the Motorola 911 and SmartNet Radio systems as the initial warranty period has ended.

The Recommended Emergency Services division funds 25.0 FTE positions.

Contracts

Contract services (excluding software maintenance and support) represent a significant portion of the services and supplies section of the budget with a total of $14.3 million. Ten services with significant appropriations represented by individual and/or multiple service contracts are listed below. Several contracts are revenue-offset.

- $10,127,000 for medical, dental & mental health care to inmates
- $1,441,000 for food service to inmates
- $945,000 for Jail-Based Competency Treatment for defendants
- $573,000 for re-entry services for mentally ill offenders
- $370,000 for case management service to inmates
- $304,000 for re-entry services for female inmates
- $270,000 for forensic pathology services
- $120,000 for decedent transport services
- $100,000 for employment readiness skills for inmates
- $96,000 for electronic monitoring for Alternatives to Custody program

Fixed Assets

The FY2019/20 Recommended Budget includes the following fixed assets:

- $198,000 for a replacement software system for the Civil function to record all civil activities and disburse checks for bank levies, wage garnishments and creditor refunds; fully offset by civil processing fees in a special revenue fund.
- $78,000 for twelve all-band portable radios for Patrol and Forensic Services to improve communication capabilities with other agencies.
- $50,000 for a replacement server for California Law Enforcement Telecommunications System (CLETS) as the existing server is no longer compatible with Department of Justice standards.
- $33,000 for a laser measurement device to assist in documenting crime scene data.
- $33,000 for five replacement vehicle laptops and camera systems for Field Ops vehicles as the existing hardware is nearing end of life.

DEPARTMENT COMMENTS

Public Safety Realignment for Community Corrections (AB 109)

The 2018 calendar year reflects a downturn as the combined average daily population at the three detention facilities was 170 AB 109 inmates, down from 210 inmates for the 2017 calendar year. Using the 2018 ADP and the FY2019/20 Board–approved daily bed rate of $257.00, approximately $15.9 million of costs may be attributed to Public Safety Realignment inmates. Although the Sheriff's Office anticipates receiving $4.6 million of the County's share of Public Safety Realignment for custody operations, the revenue is decidedly insufficient to cover the full program costs. County General Fund dollars must make up the difference.

Overtime Costs

Being fully staffed at adequate levels is necessary to cover all shifts and for the replacement of employees out on regular leave (e.g., annual, and sick leave). However, the Sheriff's Office anticipates starting the fiscal year with more than 70 vacancies, and although most positions are expected to be filled throughout the year, the Recommended Budget includes $2.0 million in overtime costs due to vacancy replacement. Overtime costs from vacancies are offset by $2.7 million in salary savings. Moreover, overtime costs also result from unplanned circumstances such as the replacement of employees out on extended leave (i.e., Family Medical Leave Act, California Family Rights Act Leave, Worker's Compensation, State Disability, and Leave of Absence), averaging 15 to 30 employees daily. The Recommended Budget includes an additional $1.6 million in overtime costs due to employees out on extended leave. The Recommended Budget also includes $600,000 in overtime costs related to training; Correctional Officer and Deputy Sheriff shifts are critical for safety and must be covered by overtime. This is especially true for the Custody Division, as adequate staffing levels must be maintained to keep the level of security required to supervise the inmate population and meet Title 15 Standards for Local Detention Facilities.

Contracted Jail-Based Competency Treatment

On November 12, 2018, the Board approved a $7,238,669 five-year agreement with the California Department of State Hospitals to implement an in-house Jail-Based Competency Treatment (JBCT) program. Projections using the five-year average daily rate of $388.61 for 10 JBCT patient inmates reflect excess revenue over expenditures in Years 1 and 2, with break-even in Year 3, and excess expenditures over revenue in Years 4 and 5. The Sheriff's Office will retain excess funds collected in Years 1 and 2 as deferred revenue to offset expenditures in Years 4 and 5 when expenditures exceed revenues.

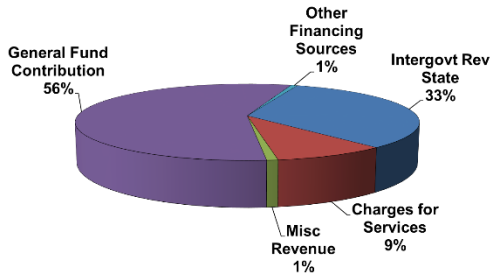
Rourk Vocational Training Center

The Rourk Vocational Training Center is occupied and operational. The Sheriff's Office anticipates starting new trade apprentice programs in FY2019/20. The Recommended Budget includes appropriations of $596,511 primarily for the Salaries and Employee Benefits for one regular full-time Custody Sergeant and two regular full-time Correctional Officers and start-up supplies.

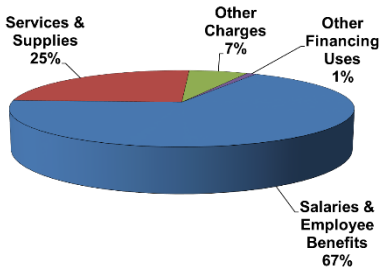
Mentally Ill Offender Services

From 2015 through 2018, the County received State funds under the Mentally Ill Offender Crime Reduction (MIOCR) grant to provide case management transition services to include re-entry into the community by providing referrals and linkage to public assistance and needed services such as mental health or substance abuse treatment, developing a support network, and assistance with life skills. The program appropriations were set up in a separate fund (Fund 254) as required by the grant agreement. Now that the grant period has ended, the Sheriff's Office is requesting to continue this critical service to the mentally ill offender population to help reduce recidivism. The Recommended Budget includes $573,000 in appropriations for contracted case management transition services, offset by a $312,000 transfer of Mental Health Services Act funds from Health and Social Services.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	83,172	78,330	76,760	(1,570)	(2.0%)
FINES, FORFEITURES, & PENALTY	908,757	464,175	442,600	(21,575)	(4.6%)
REVENUE FROM USE OF MONEY/PROP	10,000	12,000	12,000	0	0.0%
INTERGOVERNMENTAL REV STATE	34,994,761	35,579,157	38,187,096	2,607,939	7.3%
INTERGOVERNMENTAL REV FEDERAL	292,800	424,003	280,000	(144,003)	(34.0%)
INTERGOVERNMENTAL REV OTHER	319,607	328,800	412,091	83,291	25.3%
CHARGES FOR SERVICES	11,336,572	10,284,378	10,604,911	320,533	3.1%
MISC REVENUE	1,021,547	894,596	1,055,159	160,563	17.9%
OTHER FINANCING SOURCES	663,673	664,919	820,637	155,718	23.4%
GENERAL FUND CONTRIBUTION	56,393,255	61,878,392	65,451,024	3,572,632	5.8%
TOTAL REVENUES	**106,024,143**	**110,608,750**	**117,342,278**	**6,733,528**	**6.1%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	72,286,760	77,191,266	79,319,977	2,128,711	2.8%
SERVICES AND SUPPLIES	25,516,164	25,848,745	29,422,419	3,573,674	13.8%
OTHER CHARGES	6,302,981	6,267,504	7,651,266	1,383,762	22.1%
F/A EQUIPMENT	127,366	0	194,964	194,964	0.0%
F/A - INTANGIBLES	340,580	228,000	198,243	(29,757)	(13.1%)
OTHER FINANCING USES	2,028,193	1,576,338	1,197,245	(379,093)	(24.0%)
INTRA-FUND TRANSFERS	(489,250)	(503,103)	(641,836)	(138,733)	27.6%
TOTAL APPROPRIATIONS	**106,112,793**	**110,608,750**	**117,342,278**	**6,733,528**	**6.1%**
NET CHANGE	**88,650**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- $2,066,000 net increase in employer-paid costs:

- $1,150,000 for employer-paid retirement cost increases for County-approved PERS rate increase based on approved labor agreements.
- $739,000 for merit and longevity increases based on approved labor agreements.
- $250,000 increase in health care and dental insurance.
- $62,000 increase for employee incentive pay for employees with POST intermediate and advanced certifications based on approved labor agreements.
- $2,000 increase for PARS retirement costs.
- $912,000 for the 7.0 FTE new positions requested: 1.0 FTE Captain, 3.0 FTE Deputy Sheriffs, 1.0 FTE new Manager (TBD), and 2.0 FTE Legal Procedures Clerks; offset with savings from the deletion of 2.0 FTE Correctional Officers and 7.0 FTE Correctional Officers Limited-Term and the reduction of extra-help retired annuitants, and an increase in Proposition 172 revenue.

- $945,000 increase in contracted mental health services for the JBCT program; entirely offset by funding from the Department of State Hospitals.
- $573,000 increase in contracted mental health case management transition services for participants formerly under the MIOCR program as continuing program costs are in the Recommended Budget; offset by $312,000 in Mental Health Services Act funds from Health and Social Services and a $261,000 decrease in Transfers Out to MIOCR Fund 254.
- $495,000 increase to refresh employee desktop computers, the California Law Enforcement Telecommunications System (CLETS) server, and mobile computers in Patrol vehicles.
- $498,000 increase for security services provided to General Services to expand existing security levels for the County Administration Center lobby and the Vallejo campus parking lot.
- $417,000 increase for licensing and maintenance costs for the Emergency 911 and SmartNet Radio systems as the warranty period ended.
- $387,000 increase in Salaries and Employee Benefits and programming costs for the Rourk Vocational Training Center as the Center is now operational.
- $202,000 increase to General Services' maintenance costs for the new Rourk Vocational Training Center and to maintain the existing jail facilities at Claybank and downtown Fairfield as the aging facilities are in need of more frequent repair.
- $198,000 increase for a replacement Civil management system software application; entirely offset by Civil Processing funds.
- $176,000 decrease in State revenue as the Sheriff's Office did not receive 2018 funds under the Surrendered and Abandoned Vessel Exchange program and the Boating, Safety, and Enforcement Equipment program.

Changes in allocated Share of County Costs:

- $1,001,000 increase in Countywide Administrative Overhead costs.
- $521,000 increase to liability insurance.
- $77,000 increase in central data processing costs.
- $285,000 decrease to worker's compensation insurance.
- $69,000 decrease to property insurance.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below:

In November 2018, the Board approved:

- Added 3.0 FTE Correctional Officers to provide supervision services to the new Jail-Based Competency Treatment program. These positions are funded through revenue provided by the State for implementation of the JBCT program.

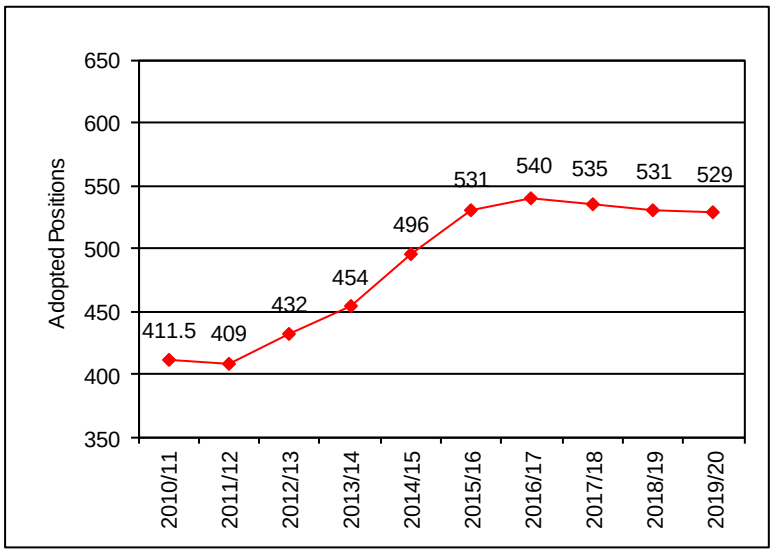
On February 26, 2019 (Mid-Year), the Board approved:

- Added 1.0 FTE Custody Lieutenant to increase supervisory support for the Custody Division. This position is funded by Proposition 172 revenues and the General Fund.
- Deleted 2.0 FTE Correctional Officers. These positions were funded by Proposition 172 and General Fund.

The FY2019/20 Recommended Budget includes the following position allocation changes:

- Add 1.0 FTE Captain - Sheriff to oversee the new Compliance Division, responsible for implementation of operational standards; internal investigations; response to public records requests; employee training and standards; and carry concealed weapons permitting. This position is funded by Proposition 172 revenues and the General Fund.
- Add 1.0 FTE Clerical Operations Manager (TBD) to oversee the new realigned Employee Services program responsible for personnel, payroll, extended leave, and employee wellness. This position is funded by Proposition 172 revenues and the General Fund.
- Add 2.0 FTE Deputy Sheriffs to assist the Custody Division with investigating incidents involving gang members. These positions are funded by Proposition 172 revenues and the General Fund.
- Add 1.0 FTE Deputy Sheriff to transport inmates to court-ordered or medically necessitated outside medical appointments. This position is funded by Proposition 172 revenues and the General Fund.
- Add 2.0 FTE Legal Procedures Clerks to provide extended coverage during evening and weekend hours. These positions are funded by Proposition 172 revenues and the General Fund.
- Delete 9.0 FTE Limited-Term Correctional Officers. These positions are funded by Proposition 172 revenue and General Fund.
- Expiration of 2.0 FTE Limited-Term Custody Sergeants. These positions are funded by Proposition 172 and General Fund.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Reorganization

The Sheriff's Office is requesting consideration and approval of a reorganization that expands the management team and creates a new division to better address the management and oversight of all the new programs and services added in the past 6 years.

The Recommended Budget includes: one new Captain position to oversee the new Compliance Division and one new Manager (TBD) to oversee the new Employee Services Division.

The proposed Compliance Division reorganization is the result of several new laws and growing needs the Sheriff's Office has faced for some time. The Sheriff intends to fill a vacant Lieutenant position to support the Captain and provide for chain of command for one Sergeant Sheriff directly responsible for pre-employment background investigations, employee training, and carry concealed weapon permitting, and one Sergeant Sheriff and one Custody Sergeant directly responsible for policies and procedures, data integrity and California Public Records Act (CPRA) requests. Two Deputy Sheriffs will be assigned to pre-employment background investigations, one Deputy Sheriff assigned to carry concealed weapons permitting, and one Correctional Officer to training. Moreover, two Sergeant Sheriffs will be assigned to conduct internal affairs investigations. These positions will be realigned from existing programs to meet operational needs and achieve greater efficiencies in operations. The various functions within this division have been determined to interrelate.

Compliance

The compliance unit has been designed to specifically address an exponential increase in CPRA requests. The introduction of SB 1421 in January of this year regarding the release of peace officer records and AB 748 in July of this year regarding the release of audio and video recordings have added to a growing burden already faced by local law enforcement agencies. Hours of video must now be gathered and released for many of the significant events law enforcement faces. A 2-3-hour incident will have many hours of video, all requiring redaction. The best-case scenario will require a knowledgeable operator to watch the video at least twice, once to define what needs to be redacted, and a second time to redact faces, personal information, vehicle license plates, etc. Currently, CPRA requests are handled by many different individuals within the Sheriff's Office. It is not uncommon for information to be missed simply because the individual did not know about one of the 10+ video systems the Sheriff owns/operates. This unit will employ supervisor level personnel who can direct and guide all CPRA requests with the appropriate knowledge to look in all locations for information. In addition to CPRA's, this unit will oversee the development and updating of policies, procedures and post orders, agency wide. Additionally, the compliance unit will be responsible for communicating with the District Attorney's Office to ensure any CPRA cases do not jeopardize any criminal cases being prosecuted through the District Attorney's Office.

Internal Affairs

Internal Affairs (IA) investigations handles in house and public complaints of our personnel. The program is currently staffed with three retired annuitants; however, at the County's behest, the Sheriff's Office is working to reduce the number of retired annuitants. As part of the realignment, the Sheriff's Office intends to replace these three individuals with two full-time Sergeant-Sheriffs from other areas of the office. While investigations have been complete and thorough, they have struggled with the administration of the program. Key tasks such as tracking and purging of older files have been lacking in recent years. Again, due to SB 1421 and AB 748, purging of this large volume of files within the legally defined timelines will be critical for the Sheriff's Office and County. Maintaining older files unnecessarily will significantly increase the work load of the compliance unit. Both sergeants will report directly to the new Division Captain. Both IA and Compliance are organized under one division commander because of the potential for conflicts related to releasing video, audio and materials from significant events. SB 1421 and AB 748 have very strict timelines that require monitoring and adherence. While there are valid reasons to delay releasing materials for some incidents, the decision requires command level authority to de-conflict the two processes.

Professional Standards

Professional standards include pre-employment backgrounds; the development and implementation of policy and operational standards; creating employee training plans and coordinating employee training schedules; and carry concealed weapons (CCW) permitting. The Sheriff's Office is currently experiencing a significant growth in the number of backgrounds needed to find qualified candidates. This is a common issue among law enforcement agencies nationwide. The CCW program has

continued to grow. The number of new license and recertifications have increased year by year. Training has ties to both IA and Compliance. As new policies and procedures are rolled out to the agency, training is often required to indoctrinate employees on new expectations. IA is often one of the first entities to see training needs as investigation are completed and investigators see trends or training needs with employees. Placing Training alongside of Compliance and IA is a logical choice.

The proposed Employee Services Division

Currently the personnel and hiring functions are under different programs, often resulting in the duplication of personnel actions and other inefficiencies. Additionally, the personnel function has historically been overseen by sworn personnel whose skills and expertise are geared more towards law enforcement rather than the rules and regulations of human resources, and who rotate assignments frequently, resulting in a lack of consistency. By realigning functions under a new bureau, Employee Services, greater efficiencies can be realized by eliminating the duplication of personnel actions, and streamlining, automating, and simplifying other processes under the guidance of a manager who is experienced in human resources and employee development. Employee Services will be a one-stop shop that will provide oversight for employee programs and benefits for all Sheriff's Office employees and volunteers. This centralized unit will provide employee related systems and programs for recruitment, payroll, leave, performance management and recognition, employee development, work/life/wellness programs, and labor and employee relations.

Pending Legislation

Amendments to AB 1825, AB 2053, and AB 396 require all employees to complete new sexual harassment training by December 31, 2019, to include training on abusive conduct in the workplace (a.k.a. bullying) and the identification and prevention of harassment on gender identity, gender expression and sexual orientation. This poses a scheduling problem and may increase overtime costs.

SB 10 California Money Bail Reform Act proposes to provide offenders with a financial evaluation and risk assessment at the time of booking and to release those offenders who are determined to be low to medium risk and do not have the ability to pay the bail amount. While the Bill passed and was signed into law, a successful attempt to bring forward a referendum will place this on the 2020 ballot. If SB 10 is upheld, it may reduce the average daily inmate population as many offenders typically remain incarcerated until their case is adjudicated because they cannot afford bail. Moreover, the bill eliminates bail for most misdemeanor offenses, meaning offenders would be booked and released without a risk assessment.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
4110 CIVIL PROCESSING FEES	176,779	161,323	165,790	4,467	2.8%
4120 SHERIFF ASSET SEIZURE	28,178	1,500	1,500	0	0.0%
2540 MENTALLY ILL OFFENDER GRANT	552,219	522,000	0	(522,000)	(100.0%)
2535 EMERGENCY MGMT PERFORM GRANTS	146,143	94,637	0	(94,637)	(100.0%)
2536 FLOOD EMERGENCY RESPONSE GRANT	25,400	131,000	131,000	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	0	104,590	55,491	(49,099)	(46.9%)
2539 HOMELAND SECURITY GRANTS	411,110	852,940	788,834	(64,106)	(7.5%)
4050 AUTOMATED IDENTIFICATION	483,562	476,000	493,863	17,863	3.8%
4052 VEHICLE THEFT INVES/RECOVERY	491,282	502,200	492,978	(9,222)	(1.8%)
2850 ANIMAL CARE SERVICES	3,485,549	4,056,819	4,062,591	5,772	0.1%
5460 IND BURIAL VETS CEM CARE	8,696	9,000	8,750	(250)	(2.8%)
APPROPRIATIONS					
4110 CIVIL PROCESSING FEES	95,606	89,585	276,588	187,003	208.7%
4120 SHERIFF ASSET SEIZURE	128,660	162,139	89,787	(72,352)	(44.6%)
2540 MENTALLY ILL OFFENDER GRANT	552,219	522,000	0	(522,000)	(100.0%)
2535 EMERGENCY MGMT PERFORM GRANTS	153,524	94,637	0	(94,637)	(100.0%)
2536 FLOOD EMERGENCY RESPONSE GRANT	25,400	131,000	131,000	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	0	104,590	55,491	(49,099)	(46.9%)
2539 HOMELAND SECURITY GRANTS	415,479	809,998	788,834	(21,164)	(2.6%)
4050 AUTOMATED IDENTIFICATION	436,238	546,788	318,298	(228,490)	(41.8%)
4052 VEHICLE THEFT INVES/RECOVERY	460,659	550,926	520,919	(30,007)	(5.4%)
2850 ANIMAL CARE SERVICES	4,479,408	5,243,462	4,979,370	(264,092)	(5.0%)
5460 IND BURIAL VETS CEM CARE	27,818	27,383	33,589	6,206	22.7%
NET CHANGE					
4110 CIVIL PROCESSING FEES	(81,173)	(71,738)	110,798	182,536	(254.4%)
4120 SHERIFF ASSET SEIZURE	100,482	160,639	88,287	(72,352)	(45.0%)
2540 MENTALLY ILL OFFENDER GRANT	0	0	0	0	0.0%
2535 EMERGENCY MGMT PERFORM GRANT	7,381	0	0	0	0.0%
2536 FLOOD EMERGENCY RESPONSE GRAI	0	0	0	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	0	0	0	0	0.0%
2539 HOMELAND SECURITY GRANTS	4,369	(42,942)	0	42,942	(100.0%)
4050 AUTOMATED IDENTIFICATION	(47,325)	70,788	(175,565)	(246,353)	(348.0%)
4052 VEHICLE THEFT INVES/RECOVERY	(30,622)	48,726	27,941	(20,785)	(42.7%)
2850 ANIMAL CARE SERVICES	993,859	1,186,643	916,779	(269,864)	(22.7%)
5460 IND BURIAL VETS CEM CARE	19,122	18,383	24,839	6,456	35.1%

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

FUNCTION AND RESPONSIBILITIES

Under authority of Government Code sections 26720 et seq., the Sheriff collects certain fees related to services provided through the Department's Civil Bureau (i.e., service of process, etc.). The specific code sections cited below provide for portions of fees collected to be deposited into a special fund to be used for specified purposes.

Recommended Budget revenues are driven by Government Code (GC) section 26731 (Portion of Civil Fees Collected) and section 26746 (Debtor Processing Assessment Fee):

- GC 26731 – $15 of any fee collected by the Sheriff's Civil Division is deposited into a special fund. Ninety-five percent (95%) of revenue in this special fund supplements costs for the implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings necessary for the Sheriff's Civil Division. The remaining five percent (5%) of revenue in the special fund supplements expenses of the Sheriff's Civil Division in administering the funds.
- GC 26746 – A $12 processing fee is assessed for certain specified disbursements. Monies collected and deposited pursuant to this section supplement the cost for civil process operations.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $4,467 or 2.8% in revenues and an increase of $187,003 or 208.7% in appropriations when compared to the FY2018/19 Adopted Budget. The increase in revenues is primarily due to the continued civil court assessments associated with GC 26731. Other Financing Uses includes an Operating Transfer to the Sheriff's operating budget (Fund 900 - BU 6550) to offset costs within the Civil program. No County General Fund dollars are included in this budget.

Fixed Assets

None.

See related Budget Unit 9117 – Fund 241 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

Revenue from GC section 26731 is limited in how funds can be expended with 95% restricted for the implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings. These funds are not available for operations.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	103,242	94,737	99,790	5,053	5.3%
REVENUE FROM USE OF MONEY/PROP	14,728	11,586	15,000	3,414	29.5%
CHARGES FOR SERVICES	58,810	55,000	51,000	(4,000)	(7.3%)
TOTAL REVENUES	**176,779**	**161,323**	**165,790**	**4,467**	**2.8%**
APPROPRIATIONS					
OTHER FINANCING USES	95,606	89,585	276,588	187,003	208.7%
TOTAL APPROPRIATIONS	**95,606**	**89,585**	**276,588**	**187,003**	**208.7%**
CHANGE IN FUND BALANCE	**(81,173)**	**(71,738)**	**110,798**	**182,536**	**(254.4%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

$187,003 or 208.7% increase in Operating Transfers-Out to the Sheriff's operating budget (Fund 900 - BU 6550) to offset an increase costs within the Civil program for replacement software for civil program management.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

Government Code section 26731 restricts 95% of funds for implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems for the Sheriff's Civil Division and only 5% can be used for operations. It would be advantageous for Solano County to pursue a legislative change to modify these percentages.

FUNCTION AND RESPONSIBILITIES

The Sheriff's Office, in its role as a law enforcement agency, arrests and assists other local law enforcement agencies with the arrests of suspected drug dealers. Often personal property associated with illegal drug activity is seized by the arresting agencies, declared "forfeited" by a court order, and then sold. The Sheriff's Office's portion of any applicable sale proceeds is deposited in a special revenue fund and expended to support programs in the Sheriff's operating budget for the investigation, detection, and prosecution of criminal activities, and to combat drug abuse and gang activity.

Health and Safety Code section 11489 authorizes the distribution of net sale proceeds from the sale of forfeited property seized from illegal drug activity. Sixty-five percent of the net sale proceeds are distributed to the agencies that participated in the seizure, on a proportionate contribution basis, with 15% of the 65% distributed into a special fund administered by the County District Attorney for the sole purpose of funding programs designed to combat drug abuse and divert gang activity, and shall, wherever possible, involve educators, parents, community-based organizations, local businesses, and uniformed law enforcement officers. Further distributions include 24% to the State of California General Fund, and 10% to the County District Attorney for reimbursement of the costs of publication and agreed upon deposition costs. The remaining 1% is distributed to the State Asset Forfeiture Distribution Fund.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no change to revenues and a decrease of $72,352 or 44.6% in appropriations when compared to the FY2018/19 Adopted Budget, resulting in a decrease to Fund Balance of $88,287. The decrease in appropriations is primarily due to the termination of an Agreement to reimburse the City of Benicia for 50% of a Benicia Police Officer's time assigned to assist the Sheriff's Office in narcotics investigations. Other financing uses include an Operating Transfers-Out of $48,450 to the Sheriff's operating budget (Fund 900 - BU 6550), of which $23,450 will be used to support the Narcotics Canine Program and $25,000 used to offset overtime for the Sheriff's Narcotics Task Force. No County General Fund dollars are included in this budget.

Fixed Assets

None.

See related Budget Unit 9118 – Fund 253 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

The U.S. Department of Justice budgetary guidelines states that revenues should not be budgeted before they are actually received. The Recommended Budget assumes Fund Balance can continue to fund the Sheriff's canine program and some overtime costs related to narcotics investigations.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	9,628	0	0	0	0.0%
REVENUE FROM USE OF MONEY/PROP	3,993	1,500	1,500	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	14,558	0	0	0	0.0%
TOTAL REVENUES	**28,178**	**1,500**	**1,500**	**0**	**0.0%**
APPROPRIATIONS					
OTHER CHARGES	80,442	124,035	41,337	(82,698)	(66.7%)
OTHER FINANCING USES	48,218	38,104	48,450	10,346	27.2%
TOTAL APPROPRIATIONS	**128,660**	**162,139**	**89,787**	**(72,352)**	**(44.6%)**
CHANGE IN FUND BALANCE	**100,482**	**160,639**	**88,287**	**(72,352)**	**(45.0%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- $80,000 decrease in Non-County Agency Contributions representing the termination of the agreement to reimburse 50% of a Benicia Police Officer's time to assist in narcotics investigations.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The Mentally Ill Offender Crime Reduction (MIOCR) budget was used to track grant dollars received from the California Board of State and Community Corrections (BSCC) that supported prevention, intervention, supervision, and incarceration-based services to improve outcomes for mentally ill adult offenders and reduce recidivism. The program design targeted reducing the number of mentally ill offenders incarcerated by diverting low-level offenders prior to and shortly after booking; providing jail-based mental health programming for offenders based on assessment; and providing comprehensive re-entry planning and intensive case management aftercare services prior to and after release. The collective grant funds received were administered by the Sheriff's Custody Division and used in accordance with an agreed upon expenditure plan.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $522,000 or 100.0% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. The decreases to revenues and expenditures reflect no Recommended Budget as the three-years of grant funding and the fourth program sustainable year have been completed, ending the term of the grant.

DEPARTMENT COMMENTS

Due to the importance of the services provided under the MIOCR grant, the Sheriff has incorporated these services into the Sheriff/Coroner FY2019/20 operating budget (BU 6550).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	312,997	0	0	0	0.0%
MISC REVENUE	239,222	261,000	0	(261,000)	(100.0%)
OTHER FINANCING SOURCES	0	261,000	0	(261,000)	(100.0%)
TOTAL REVENUES	**552,219**	**522,000**	**0**	**(522,000)**	**(100.0%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	502	0	0	0	0.0%
SERVICES AND SUPPLIES	551,717	522,000	0	(522,000)	(100.0%)
TOTAL APPROPRIATIONS	**552,219**	**522,000**	**0**	**(522,000)**	**(100.0%)**
CHANGE IN FUND BALANCE	**0**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The County has fulfilled the grant requirements of providing three years of grant funded services and a fourth year of services funded by the County as a maintenance of effort. Ongoing program costs have been transferred to the Sheriff's operating budget.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The Emergency Management Performance 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 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 a decrease of $94,637 or 100.0% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. The decreases in revenues and expenditures reflect no Recommended Budget as the 2018 grant period expired.

DEPARTMENT COMMENTS

The 2019 EMPG grant is expected to be awarded around August 2019, 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.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	146,143	94,637	0	(94,637)	(100.0%)
TOTAL REVENUES	**146,143**	**94,637**	**0**	**(94,637)**	**(100.0%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	42,263	1,000	0	(1,000)	(100.0%)
SERVICES AND SUPPLIES	111,261	93,637	0	(93,637)	(100.0%)
TOTAL APPROPRIATIONS	**153,524**	**94,637**	**0**	**(94,637)**	**(100.0%)**
CHANGE IN FUND BALANCE	**7,381**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes a $94,637 decrease in grant revenue and appropriations due to the completion of the 2018 EMPG projects.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The 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 no changes to either revenue or appropriations when compared to the FY2018/19 Adopted Budget. The 2017 Emergency Flood Response – Delta Round 2 funded projects were deferred to FY2019/20.

The appropriations support the remaining 2017 Delta Round 2 funded projects which include:

- $88,000 to outfit four (4) connex storage boxes with emergency flood fight materials which will be distributed to the Reclamation Districts within the Delta.
- $38,000 for Standardized Emergency Management System (SEMS) and Incident Command System (ICS) trainings.
- $5,000 to support Management and Administration costs to administer the accounting and fiscal activities of the grant.

No County General Fund dollars are included in this budget.

Contracts

None.

Fixed Assets

None.

DEPARTMENT COMMENTS

With staff resources responding to eight major fires in the last few years, many of them for mutual aid, OES has had to defer certain projects under many of the grants OES manages.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	25,400	131,000	131,000	0	0.0%
TOTAL REVENUES	**25,400**	**131,000**	**131,000**	**0**	**0.0%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	25,400	43,000	43,000	0	0.0%
OTHER CHARGES	0	88,000	88,000	0	0.0%
TOTAL APPROPRIATIONS	**25,400**	**131,000**	**131,000**	**0**	**0.0%**
CHANGE IN FUND BALANCE	**0**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

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 a decrease of $49,099 or 46.9% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. The net decreases in revenue and appropriations are due to the expected completion of the 2017 UASI award in FY2018/19 and the re-budgeting of the 2018 UASI grant projects in FY2019/20.

The appropriations support the 2018 UASI funded projects which include:

Fixed Assets

- $38,531 to purchase a forward-looking infrared camera system to be installed on a Sheriff's Marine Patrol vessel.
- $16,960 to purchase a bioterrorism testing centrifuge for the Napa-Solano-Yolo County Public Health Laboratory.

No County General Fund dollars are included in this budget.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	0	104,590	55,491	(49,099)	(46.9%)
TOTAL REVENUES	**0**	**104,590**	**55,491**	**(49,099)**	**(46.9%)**
APPROPRIATIONS					
F/A EQUIPMENT	0	104,590	55,491	(49,099)	(46.9%)
TOTAL APPROPRIATIONS	**0**	**104,590**	**55,491**	**(49,099)**	**(46.9%)**
CHANGE IN FUND BALANCE	**0**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- $104,590 decrease in appropriations due to the completion of the 2017 UASI grant projects.
- $55,491 increase in grant revenue and appropriations to re-budget the 2018 UASI grant projects in FY2019/20. The 2018 UASI grant period ends February 28, 2020.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The 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 a decrease of $64,106 or 7.5% in revenues and a decrease of $21,164 or 2.6% in appropriations when compared to the FY2018/19 Adopted Budget. The net decreases in revenues and expenditures are the result of carryforward balances from the 2017 and the 2018 HSGs awarded in FY2017/18 and FY2018/19, respectively.

The appropriations support the remaining 2017 and 2018 HSG-funded projects which include:

- $148,000 to purchase a customized truck to tow urban search and rescue equipment for the Fairfield Fire Department.
- $79,932 for an unmanned aircraft/camera and Self-Contained Breathing Apparatus (SCBA) for the HAZMAT Team; and emergency response equipment for the CERT, HAZMAT, USAR, Swift Water Rescue, and Mobile Field Force Teams.
- $63,000 for a simulation table for response training for the Fairfield Fire Department.
- $34,115 for six multi-band portable radios for Benicia Fire Department.
- $25,564 to support Management and Administration costs to administer the accounting and fiscal activities of the grant.

<u>Contracts</u>

- $166,070 for training of emergency response teams including Community Emergency Response Teams, Mobile Field Force, Hazardous Materials, Urban Search and Rescue, and Swift Water Rescue Teams.

<u>Fixed Assets</u>

- $227,310 for Interoperable Radio Communications equipment such as radio repeaters and the Motorola Core upgrade that will ensure continuity in communications between Dispatch Centers.
- $44,843 for a DNA sequencer to detect and identify infectious disease agents for the County Public Health Lab.

No County General Fund dollars are included in this budget.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	411,110	852,940	788,834	(64,106)	(7.5%)
TOTAL REVENUES	**411,110**	**852,940**	**788,834**	**(64,106)**	**(7.5%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	0	0	5,000	5,000	0.0%
SERVICES AND SUPPLIES	19,711	2,000	83,864	81,864	4093.2%
OTHER CHARGES	295,769	668,036	427,817	(240,219)	(36.0%)
F/A EQUIPMENT	0	139,962	272,153	132,191	94.4%
OTHER FINANCING USES	100,000	0	0	0	0.0%
TOTAL APPROPRIATIONS	**415,479**	**809,998**	**788,834**	**(21,164)**	**(2.6%)**
CHANGE IN FUND BALANCE	**4,369**	**(42,942)**	**0**	**42,942**	**(100.0%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustments:

- $342,257 decrease in grant revenue and appropriations due to the completion of the 2016 HSG projects.
- $233,141 decrease in grant revenue and appropriations due to the completion of some 2017 HSG projects, as the remaining funded projects are re-budgeted in FY2019/20. The 2017 HSG period ends May 31, 2020.
- $511,292 increase in grant revenue and appropriations due to re-budget of the 2018 HSG projects in FY2019/20. The 2018 HSG period ends May 31, 2021.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The Automated Identification budget was established to enable accounting for receipt of special revenues accruing from add-on vehicle registration fees approved by the Board of Supervisors and levied by the California Department of Motor Vehicles in accordance with State statutes. Each of the special revenues within Fund 326 maintains its own dedicated Fund Balance. The specific special revenue streams cited below provide for fees collected to be deposited into a special fund to be used for specified purposes.

- Automated Fingerprint Fees. Under the authority of Government Code section 76102 and California Vehicle Code section 9250.19f, the County Automated Fingerprint Identification Fund is intended to assist the County in the implementation of an Automated Fingerprint Identification System (AFIS), including the purchase, lease, operation, maintenance or replacement of automated fingerprint equipment. The source of revenue is assessments on criminal and traffic fines collected by the Court, and a fee of $1 tied to the State vehicle registration fee. Expenditures are approved by a seven-member Remote Access Network (RAN) Board as required by the California Penal Code.
- Cal-ID Auto Fees Fingerprint. The California Identification System (Cal-ID), as described in section 11112.2 of the Penal Code, is the automated system maintained by the State Department of Justice for retaining fingerprint files and identifying latent fingerprints. This special revenue funds the conduct of automated fingerprint searches and fingerprint identification services for Solano County and the surrounding allied law enforcement agencies.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $17,863 or 3.8% in revenue and a decrease of $228,490 or 41.8% in appropriations when compared to the FY2018/19 Adopted Budget, resulting in an increase in Fund Balance of $175,565. Revenues collected from Automated Fingerprint Fees and Cal-ID Auto Fees are used to fund the Sheriff's Cal-ID program in the Sheriff's operating budget (Fund 900 – BU 6550). The decrease in appropriations is primarily due to a decrease in AFIS replacement project related expenditures, thereby reducing Transfers-Out to the Sheriff's operating budget.

Fixed Assets

None.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

The current Automated Fingerprint Identification System is nearing the end of its useful life and has passed the normal maintenance period. MorphoTrak, our current system vendor, has agreed to continue to maintain support to allow the County time to convert to a new system. In working to complete a system conversion, the County has standardized historical data, and the Sheriff's Office and DoIT intend to proceed with Phase 2 of the conversion. Phase 2 is expected to be funded by Fund Balance and grants that are currently being pursued.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	477,291	474,000	486,363	12,363	2.6%
REVENUE FROM USE OF MONEY/PROP	6,276	2,000	7,500	5,500	275.0%
CHARGES FOR SERVICES	(5)	0	0	0	0.0%
TOTAL REVENUES	**483,562**	**476,000**	**493,863**	**17,863**	**3.8%**
APPROPRIATIONS					
OTHER CHARGES	16,389	9,558	15,623	6,065	63.5%
OTHER FINANCING USES	419,849	537,230	302,675	(234,555)	(43.7%)
TOTAL APPROPRIATIONS	**436,238**	**546,788**	**318,298**	**(228,490)**	**(41.8%)**
CHANGE IN FUND BALANCE	**(47,325)**	**70,788**	**(175,565)**	**(246,353)**	**(348.0%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- $234,555 net decrease in Operating Transfers to the Sheriff's operating budget for Phase 1 systems and consultant fees for the AFIS project, which is now complete.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The Vehicle Theft Investigation and Recovery budget was established to enable accounting for receipt of special revenues accruing from add-on vehicle registration fees approved by the Board of Supervisors and levied by the California Department of Motor Vehicles in accordance with State statutes that have restricted uses. Under the authority of Government Code section 76102 and California Vehicle Code section 9250.14, funds are accrued from a $2 State vehicle registration fee assessment for the enhancement of programs to investigate and prosecute vehicle theft crimes. The Auto Theft Task Force is a proactive investigative unit consisting of undercover detectives from the Sheriff's Office and the California Highway Patrol. Detectives devote their full efforts to combat and reduce auto thefts. To achieve its goal of reducing vehicle theft in Solano County, the task force conducts surveillance in high theft areas, seeks out possible "chop shop" operations, and conducts probation and parole searches on persons previously convicted of vehicle theft.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments:

In 2018, the task force recovered 270 stolen vehicles valued at $2,812,055 and made 38 arrests during the course of their investigations.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $9,222 or 1.8% in revenues and a decrease of $30,007 or 5.4% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the change in Fund Balance decreased by $20,785 or 42.7%. The decrease in revenues is due to fewer vehicles projected to be registered within the County. The decrease in appropriations reflects the proposed purchase of only one additional automated license plate readers (ALPR) systems requested in FY2019/20. No County General Fund dollars are included in this budget.

Contracts

None requiring Board approval.

Fixed Assets

The FY2019/20 Recommended Budget includes $59,500 in fixed assets for the purchase of one automated license plate reader system.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	486,282	502,200	492,978	(9,222)	(1.8%)
OTHER FINANCING SOURCES	5,000	0	0	0	0.0%
TOTAL REVENUES	**491,282**	**502,200**	**492,978**	**(9,222)**	**(1.8%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	315,125	338,321	342,165	3,844	1.1%
SERVICES AND SUPPLIES	83,417	91,513	113,218	21,705	23.7%
F/A EQUIPMENT	52,655	115,000	59,500	(55,500)	(48.3%)
OTHER FINANCING USES	9,462	6,092	6,036	(56)	(0.9%)
TOTAL APPROPRIATIONS	**460,659**	**550,926**	**520,919**	**(30,007)**	**(5.4%)**
CHANGE IN FUND BALANCE	**(30,622)**	**48,726**	**27,941**	**(20,785)**	**(42.7%)**

	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
STAFFING					
VEHICLE THEFT INVES/RECOVERY	2	2	2	2	0.0%
TOTAL STAFFING	**2**	**2**	**2**	**2**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- $56,000 decrease to fixed assets equipment reflects the purchase of one less Automated License Plate Reader (ALPR) system.
- $36,000 increase in Other Professional Services to reimburse the California Highway Patrol for overtime associated with vehicle theft investigations.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DEPARTMENTAL PURPOSE

Animal Care Services is organized into two distinct functions: Animal Care and Animal Control. The Animal Care division provides countywide shelter services, which includes the seven cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo. The Animal Control Division provides services for the unincorporated areas of the County and for the City of Vallejo through a service contract.

FUNCTION AND RESPONSIBILITIES

Animal Care

Under the authority of Chapter 4 of the Solano County Ordinances and Memorandum of Understanding with the cities, Animal Care is responsible for providing animal care services through the following activities: care, shelter and placement of stray and/or abandoned animals; spay and neutering of adoptable animals; disposing of ill or deceased animals; and countywide dog licensing. Moreover, Animal Care provides the public with low-cost spay/neuter and low-cost vaccination services.

Animal Control

Animal Control is responsible for providing animal control services and promoting responsible animal ownership through education and enforcement to the City of Vallejo and the unincorporated areas through patrols in areas of jurisdiction, enforcement of animal codes and regulations, and investigation of charges of animal abuse. Animal Control administers the countywide rabies control program that is legally mandated by the California Code of Regulations (CCR), Title 17(Public Health), and CCR section 2606 (Rabies, Animal) and associated State regulations.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- *Staffing*: Filling vacant positions and retention of experienced staff remains a constant challenge. In the fall of 2018, the Sheriff's Office began closing the Animal Care clinic one day per week due to insufficient animal care related staffing. 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.
- *Construction:* Expansion of the Animal Care facility to 12,000 square feet to increase capacity has been ongoing. Phase I, which is complete, developed the site to accommodate the new adoptions kennel building. Phase II created the new adoptions kennel building. Phase II, which is also largely complete, requires minor repairs. Current work in this area includes floor covering and wall board replacement due to water damage. Phase III involves remodeling the old kennel in preparation for the relocation of Animal Care administrative staff. Challenges created by the current ongoing construction include:
    - Clinic operations must be closed during portions of construction which may hinder adoption efforts and results in decreased service to the public.
    - Temporary relocation of staff parking during construction of Office of Emergency Services (OES) parking lot.
    - Ongoing administrative operations continuing to be conducted in a temporary rented modular unit.

Accomplishments:

The Shelter live release rate continues to increase from 39% in 2011 to 76% in 2018.

- *Adoption Events*: Animal Care held 21 off-site and sponsored community adoption events that resulted in more than 300 adoptions. Of the many adoption events held, the largest was the August 18, 2018 "Clear the Shelters" event, in partnership with VIP Pet Care and NBC Universal Television Stations, which resulted in 114 animals adopted from the shelter into new homes.
- *Euthanasia:* Animal Care's euthanasia numbers have declined dramatically from 6,013 in 2011 to 1,981 in 2018, a 67.1% decrease. This achievement is largely due to the dedication and passion of the Animal Care Services Team to promote adoptions and live releases of all the animals entrusted in their care. This dedication has led to strengthened partnerships

with rescue organizations and increased opportunities to transfer animals to other shelters to fill adoption demand opportunities elsewhere by partnering with other California counties, as well as shelters in other states and Canada.

- *Million Cat Challenge:* Solano County Animal Care was selected from North American applicants as one of 19 shelters to be included in the University of California, Davis' Million Cat Challenge Boot Camp. The Million Cat Challenge is a shelter-based campaign to save the lives of one million cats in North America over the course of five years by encouraging five key initiatives that offer every shelter practical choices to reduce euthanasia and increase live outcomes for shelter cats. The Boot Camp included training on the five initiatives: Alternatives to Intake, Managed Admission, Capacity for Care, Removing Barriers for Adoption and Return to Field. The Solano County Shelter implemented some of the tools provided and partnered with non-profit Hip to Be Tipped to re-release cats that would otherwise be unadoptable and euthanized back into the community as working cats. In March 2019 alone, Animal Care assisted with two fund raisers to help pay for the spaying, neutering and vaccination of 61 cats who were safely and humanely released into the community.
- *Disaster Response:* In November 2018, Animal Care and Control provided assistance to the people of Butte County impacted by the Camp Fire. Over the course of four days and three nights, staff assisted with the feeding and caring for shelter-in-place animals, consisting of domestic animals and livestock, while their owners were evacuated from their homes.
- *Fundraising:* Animal Care integrated fundraising options on their website, the animal licensing vendor's website, and social media pages by adding user friendly monetary donation links to provide additional donation opportunities for shelter supporters. Online donations have averaged $400 per month in 2018.
- *Temporary Housing of Domestic Violence Victims' Pets:* In partnership with the Solano County Office of Family Violence Prevention, Animal Care implemented the Safe Pet Program to temporarily house pets of domestic violence victims who are actively fleeing abuse or have entered a safe house as these domestic violence shelters do not normally accept pets. Solano County received a $5,000 Innovation Grant from Maddie's Fund and monetary support from the Soroptimist International of Central Solano County to help fund this program.

WORKLOAD INDICATORS

Animal Shelter Services	2014	2015	2016	2017	2018
Number of animals received for processing	8,759	7,984	8,350	8,187	7,584
Number of animals adopted	1,184	1,241	1,398	1,704	1,524
Number of animals returned to their owner	922	856	884	989	851
Number of animals rescued by nonprofits	776	1,228	985	1,415	1,124
Number of animals transferred to other shelters	319	344	754	774	1,102
Number of public clinic vaccinations	7	0	108	1,049	2,662

Animal Control Services	2014	2015	2016	2017	2018
Number of call outs for animal bites	735	983	547	908	896
Number of animals quarantined	672	771	842	567	681
Number of animal abuse investigations conducted	28	75	97	49	46

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $5,772 or 0.1% in revenues and a decrease of $264,092 or 5.0% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the Net County Cost decreased by $269,864 or 22.7%. The decrease is largely attributed to a decrease in Salaries and Employee Benefits due to lower Workers Compensation Insurance costs and increased salary savings from vacant positions.

Primary Funding Sources

The primary funding sources are Charges for Services and Intergovernmental Revenues which represent $3,902,132 or 96.1% of total revenues. Intergovernmental Revenues of $2,828,590 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 $1,073,542 include City of Vallejo payments totaling $588,982 (14.5% of total revenue) for providing animal control services in Vallejo city limits, and fees charged to the public for services such as spay/neuter procedures and dog licensing totaling $484,560 (11.9% of total revenues).

Animal Care

The Recommended Budget for Animal Care is $3,434,049 in revenues and $3,902,295 in appropriations. This represents an increase of $53,161 or 1.6% in revenues and a decrease of $148,236 or 3.7% in appropriations when compared to the FY2018/19 Adopted Budget. The revenue increase is primarily from higher shares-of-cost by city partners resulting in an additional $35,220 or 1.3% and a net increase in Other Charges for Services of $10,182 or 2.3% due to increases projected in Animal Licensing expenses.

The Animal Care Recommended Budget funds 20.0 FTE positions, including 1.0 FTE Animal Control Officer providing rabies services under the Animal Care MOU with the cities.

Animal Control

The Recommended Budget for Animal Control is $628,542 in revenues and $1,077,075 in appropriations. This represents a decrease of $47,389 or 7.0% in revenues and a decrease of $115,856 or 9.7% in appropriations when compared to the FY2018/19 Adopted Budget. The decreases in revenues and expenditures are primarily due to the Sergeant splitting his or her time between Animal Control and Civil operations as Animal Control does not require the full-time oversight of a Sergeant. These reductions reflect a decrease in Operating Transfers-In from the Sheriff's operating budget and a decrease in Salaries and Employee Benefit costs.

The Animal Control Recommended Budget funds 7.0 FTE positions.

Contracts

The FY2019/20 Recommended Budget includes a total of $445,000 or 8.9% in contracted services which includes the following significant contracts:

- $325,000 for veterinary services (performed by Contract Employees)
- $ 98,000 for animal licensing (County and cities)
- $ 22,000 for software maintenance service and support for Chameleon

Fixed Assets

None.

DEPARTMENT COMMENTS

City Payments for Animal Shelter Services

The Memorandum of Understanding requires the cities to make payments covering the prior year net shelter costs based on the percentages of animals received from each city to the total animals received by the shelter. Due to the fact that the recovery method is in arrears, General Fund Contribution fluctuates.

Spay/Neuter and Vaccination Clinic

The clinic is open to the public for spay/neuter services Tuesday, Wednesday, and Thursday 8:00 a.m. – 4:30 p.m. and for vaccinations Tuesday, Wednesday, and Thursday from 2:00 p.m. - 4:30 p.m. The FY2019/20 Recommended Budget includes a projection for revenue from spay/neuter and vaccination services; however, this revenue stream is not guaranteed and will fluctuate based on the need of County residents and unforeseen impacts due to Phase III construction.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	39,814	38,200	38,959	759	2.0%
INTERGOVERNMENTAL REV OTHER	2,233,014	2,793,370	2,828,590	35,220	1.3%
CHARGES FOR SERVICES	989,503	1,025,454	1,073,542	48,088	4.7%
MISC REVENUE	138,423	115,000	121,500	6,500	5.7%
OTHER FINANCING SOURCES	84,795	84,795	0	(84,795)	(100.0%)
TOTAL REVENUES	**3,485,549**	**4,056,819**	**4,062,591**	**5,772**	**0.1%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	2,706,043	3,290,886	3,068,961	(221,925)	(6.7%)
SERVICES AND SUPPLIES	1,071,511	1,363,107	1,299,936	(63,171)	(4.6%)
OTHER CHARGES	619,692	560,158	582,255	22,097	3.9%
F/A EQUIPMENT	7,194	0	0	0	0.0%
OTHER FINANCING USES	65,470	26,311	25,968	(343)	(1.3%)
INTRA-FUND TRANSFERS	9,498	3,000	2,250	(750)	(25.0%)
TOTAL APPROPRIATIONS	**4,479,408**	**5,243,462**	**4,979,370**	**(264,092)**	**(5.0%)**
NET COUNTY COST	**993,859**	**1,186,643**	**916,779**	**(269,864)**	**(22.7%)**

STAFFING					
ANIMAL CARE	21	21	21	0	0.0%
ANIMAL CONTROL	7	7	7	0	0.0%
TOTAL STAFFING	**28**	**28**	**28**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustments:

- $80,000 decrease in Drugs & Pharmaceutical Supplies due to a 50% decrease in the cost of the Canine Influenza vaccination as a result of an increase in the number of suppliers producing the vaccine. The two-part vaccine will be administered to each dog upon intake, and again two weeks later. Additionally, vaccinations will be made available for purchase through the Shelter Clinic to Solano County residents' pets.
- $73,000 increase in Liability Insurance.
- $42,000 decrease in Central Data Processing Service.
- $24,000 decrease in Departmental Admin Overhead due to duties previously completed by Sheriff's Administrative staff now being completed by Animal Care and Control staff.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

Assembly Concurrent Resolution No. 153 – Chapter 72 would urge communities in California to implement policies aimed at saving the lives of all healthy and adoptable cats and dogs by 2025. The shelter is exploring using Custody Division inmates to supplement the existing foster program to increase survivability in neonatal kittens who otherwise would be euthanized.

Effective January 1, 2019, SB 1480 required veterinarians to provide pet owners with counseling on any prescribed drug to be used on an outpatient basis. This consult will be necessary for all patients leaving our public spay/neuter clinic with pain medication and a majority of our newly adopted or redeemed animals who are ill. Expanding Veterinary or Registered Veterinary Technician time on consults may reduce the amount of surgeries able to be completed at the public clinic or may result in a reduction of vaccine clinic hours. Pet owners may request the consult electronically, which will increase administrative staff time in receiving and processing the request.

DISTRICT PURPOSE

This budget is administered by the Sheriff/Coroner and provides for the cost of indigent burials. According to Government Code section 27462, if the value of the estate of a deceased person is insufficient to cover the costs of burial, the expenses are a legal charge against the County.

FUNCTION AND RESPONSIBILITIES

This budget provides for the cost of indigent burials. According to Health and Safety Code section 103680, $2.00 of the fee for the issuance of a permit for the disposition of human remains shall be paid to the County Treasury for indigent burial. Additionally, per Government Code section 27462, if the value of the estate of a deceased person is insufficient to cover the costs of burial, the expenses are a legal charge of the County.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $250 or 2.8% in revenues and an increase of $6,206 or 22.7% in appropriations when compared to the FY2018/19 Adopted Budget, resulting in an increase of $6,456 or 35.1% in General Fund support for the State mandated functions for costs not supported by available fee revenue collected. The increase in appropriations reflects an anticipated increase of 10 indigent burials, from 45 to 55.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
MISC REVENUE	8,696	9,000	8,750	(250)	(2.8%)
TOTAL REVENUES	**8,696**	**9,000**	**8,750**	**(250)**	**(2.8%)**
APPROPRIATIONS					
OTHER CHARGES	27,818	27,383	33,589	6,206	22.7%
TOTAL APPROPRIATIONS	**27,818**	**27,383**	**33,589**	**6,206**	**22.7%**
NET COUNTY COST	**19,122**	**18,383**	**24,839**	**6,456**	**35.1%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

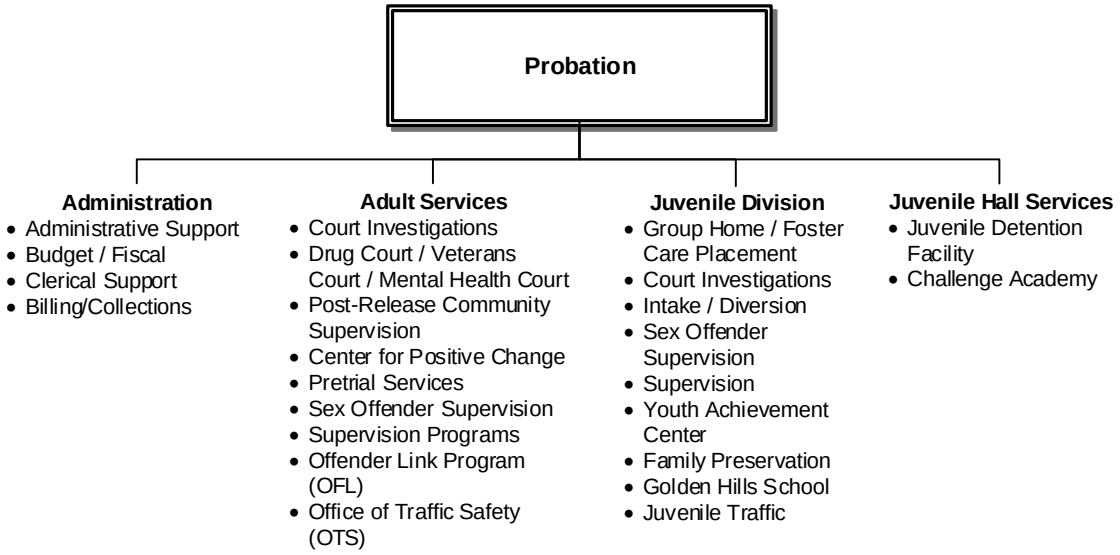
None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

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



DEPARTMENTAL PURPOSE

Under the direction of the Chief Probation Officer as prescribed in section 270 of the California Welfare and Institutions Code and sections 1203.5 and 1203.6 of the California Penal Code (PC), the Department provides community protection by providing treatment services and interventions to justice involved adults and juveniles. California Welfare and Institutions Code section 850 establishes the requirement for a Juvenile Hall, and California Welfare and Institutions Code section 854 places the appointment of the staff assigned to a Juvenile Hall under the direction of the Chief Probation Officer.

Budget Summary:	
FY2018/19 Midyear Projection:	41,016,105
FY2019/20 Recommended:	43,801,716
County General Fund Contribution:	23,601,948
Percent County General Fund Supported:	54.0%
Total Employees (FTEs):	218.5

FUNCTION AND RESPONSIBILITIES

The Probation Department is responsible for providing safe and secure juvenile detention and treatment programs, conducting investigations for the Court, holding clients accountable through enforcement and supervision, addressing treatment needs, and supporting victim restoration efforts. The Department consists of four (4) divisions which include Administration/Support, Juvenile Field Services, Adult Field Services, and Juvenile Hall Services. The Department's goal is to rehabilitate clients by reducing recidivism through positive behavior change. The Department employs staff who are firm, fair and care about the community and the clients under its jurisdiction. The Department provides a variety of support services including the maintenance of criminal records, fiscal administration, grant administration, collection of fines and fees for adults, and victim restitution. The Department continues to supervise adult clients under Post Release Community Supervision (PRCS), Mandatory Supervision, and Formal Probation. The Department also provides diversion and supervision services for youth in the community, and programs focused on treatment and rehabilitation for youth detained at JDF. In FY2019/20, the Department will continue to enhance treatment services offered through the Center for Positive Change (CPC), and the Youth Achievement Center (YAC), as well as provide evidence based/evidence informed training to staff.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- The Department continues to experience a high number of vacancies at the Juvenile Detention Facility (JDF) which presents a challenge in providing services to youth and meeting minimum standards for juvenile facilities. Because of retirements, the Department has also had significant vacancies in field services and has worked in partnership with Human Resources to adapt recruitments for these positions to meet the ongoing need. The Department has also partnered with

several local colleges and high schools through job fairs to increase the awareness of the Probation profession, as well as hiring and internship opportunities. Due to extended vacancies and related challenges to handle some work, the Department is proposing to delete several vacant positions and add other alternative positions that will address challenging client needs more effectively. This includes a Social Worker II who will do case management for the typically underserved low risk, high need population, and a Deputy Probation Officer Supervising who will coordinate contractor services.

- The population under the Department's jurisdiction continues to present as a moderate to high risk to recidivate and has high need for rehabilitative services. The ability to meet the many needs of this population continues to be challenging. The Department continues to explore additional resources to meet the client's needs.
- Many clients under the Department's jurisdiction experience mental health issues and/or increased substance abuse because of trauma. The Department is working to ensure that cognitive behavioral interventions for clients, as well as staff training, incorporate elements of "Trauma Informed Care."
- The State of California mandates that those convicted of a Domestic Violence offense complete a 52-week program. Many of the clients cannot afford the cost of the program. The Department is in the process of implementing services on-site to ensure that clients can attend, and that the curriculum is evidence-based.

Accomplishments:

- In collaboration with the W. Hayward Burns Institute for Justice, Fairness, and Equality, the Department changed the booking criteria for youth entering the JDF through the creation of the Detention Screening Tool to ensure youth who presented a low risk to public safety, or are unlikely to flee the jurisdiction, are released. Since implementation in November 2018, 10 youth (15% of the 58 bookings) have been released who previously would have been detained pending court.
- JDF established 14 data elements that are essential in evaluating and monitoring program effectiveness. The data include but are not limited to: fights; assaults on youth and staff; injuries to youth and staff; safety, and suicidal behaviors. The data will be compared with other counties that collect similar information and shared with staff and other stakeholders.
- Ninety percent of the staff at JDF have received 40 hours of training in cognitive interventions, reflective self-analysis, and behavior management. The Behavior Management System (BMS) was launched in January 2019 and incorporates an incentive-based points system wherein youth earn points based on their behavior associated with four key areas: Be Safe, Be Respectful, Be Responsible, and Be Kind. Cognitive interventions and Reflective Self-Analysis tools are incorporated in addressing problem behaviors to adjust thinking and build the capacity for youth to make better decisions. The anticipated result is a reduction in overall incidents.
- For FY2018/19, the Department has focused on the development of rehabilitative and treatment-focused skills for staff. This includes training in several additional cognitive behavioral curricula and client skill development tools to increase targeted services for both youth and adults on probation. Additionally, the Department engaged in a validated assessment to determine the skill level of those staff utilizing the evidence-based counseling style called Motivational Interviewing. Finally, the Department partnered with George Mason University and rolled out an intensive internet-based orientation and training program called SUSTAIN to ensure all staff are well-versed in the evidence-based practices of the criminal justice system.
- Through a collaborative effort with the Promise Organization, the Department implemented short message services (SMS) text messaging for clients attending the CPC. These messages include reminders for group meetings and appointments with Probation staff and treatment providers.
- In partnership with the Solano County Office of Education (SCOE), Solano Community College (SCC) and local school districts, 8 youth received high school diplomas from JDF's Evergreen Academy in December 2018, 12 youth completed JDF's first on-site community college course, receiving dual enrollment credits, and 7 youth enrolled in SCC online college courses during the Fall 2018 semester. Additionally, a contract and MOU were established with SCOE to begin a Vocational Training program at JDF.

WORKLOAD INDICATORS

- During FY2018/19, 200 youth received diversion services, with an average successful completion rate of 87%. Diversion services for youth are continuing to have a positive impact, and thus, more youth are being diverted out of the formal juvenile justice system into other probation programs and services.

- During FY2018/19, 16 families were involved in the Resource Family Approval (RFA) process. The RFA process is a new caregiver approval process that improves the way caregivers (related and non-related) of children in foster care are approved and prepared to parent vulnerable children. Through the work of the Social Worker III assigned to the Department, six homes were approved, and six more homes are pending approval. Because of this work, six youth have been placed in the community in a home-like environment instead of a group home facility. The ability to place youth locally increases their ability to receive the support they need to complete Probation successfully and live independently.
- During FY2018/19, there were 290 hours of individual coaching sessions with staff, and approximately 60 hours of group case study review. Staff coaching in quality assurance (QA) and skill development is important when implementing evidence-based and evidence-informed programs. QA assures that the programs offered through the Centers for Positive Change (CPC) and Youth Achievement Centers (YAC) are delivered with quality and fidelity, meaning that implementation is true to way they are designed, based on the model/curriculum.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	21,091,393	24,152,217	24,143,268	(8,949)	(0.0%)
ADULT SERVICES	8,054,203	8,943,649	9,031,770	88,121	1.0%
JUVENILE DIVISION	7,692,020	8,029,545	8,401,769	372,224	4.6%
JUVENILE HALL SERVICES	2,243,994	2,118,897	2,224,910	106,013	5.0%
TOTAL REVENUES	**39,081,610**	**43,244,308**	**43,801,717**	**557,409**	**1.3%**
APPROPRIATIONS					
ADMINISTRATION	4,942,456	4,785,027	4,454,735	(330,292)	(6.9%)
ADULT SERVICES	13,706,471	15,112,256	16,127,313	1,015,057	6.7%
JUVENILE DIVISION	8,990,612	10,331,245	10,487,513	156,268	1.5%
JUVENILE HALL SERVICES	11,377,567	13,015,780	12,732,156	(283,624)	(2.2%)
TOTAL APPROPRIATIONS	**39,017,106**	**43,244,308**	**43,801,717**	**557,409**	**1.3%**
NET CHANGE					
ADMINISTRATION	(16,148,936)	(19,367,190)	(19,688,533)	(321,343)	1.7%
ADULT SERVICES	5,652,268	6,168,607	7,095,543	926,936	15.0%
JUVENILE DIVISION	1,298,592	2,301,700	2,085,744	(215,956)	(9.4%)
JUVENILE HALL SERVICES	9,133,573	10,896,883	10,507,246	(389,637)	(3.6%)
NET CHANGE	**(64,503)**	**0**	**0**	**0**	**0.0%**

STAFFING					
ADMINISTRATION	20.0	17.0	16.0	(1)	(5.9%)
ADULT SERVICES	81.0	87.5	89.5	2	2.3%
JUVENILE DIVISION	50.5	42.0	43.0	1	2.4%
JUVENILE HALL SERVICES	72.0	73.0	70.0	(3)	(4.1%)
TOTAL STAFFING	**223.5**	**219.5**	**218.5**	**(1)**	**(0.5%)**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $557,409 or 1.3% in revenues and an increase of $557,409 or 1.3% in appropriations when compared to the FY2018/19 Adopted Budget. There is a decrease in County Cost/General Fund Contribution of $14,948 or .1% from the FY2018/19 Adopted Budget.

Primary Funding Sources

The primary funding sources for the Department are the General Fund and Intergovernmental Revenues from the State, which account for $42,383,628 million or 96.8% of total revenues. The Recommended Budget includes a net increase of $557,409 or 1.3% in revenues primarily due to the following:

- Intergovernmental Revenue, which includes Federal and State grants as well as State allocations, includes $19,446,119, an increase of $375,964 or 2.0% and includes the following significant funding sources:
  - $12,271,743 in Safety Realignment Funding revenues fund the implementation of the Post Release Community Supervision (PRCS) and the Center for Positive Change (CPC) programs under AB 117/AB 109, the Juvenile Justice Crime Prevention Act (JJCPA), Juvenile Probation and Camps Funds (JPCF), and the Youthful Offender Block Grant (YOBG).
  - $4,733,348 in State Public Safety Augmentation Fund – These revenues are funded by the public safety-dedicated ½ cent sales tax (Proposition 172) and are tied to State sales tax revenues which is directly impacted by the State's economy.
  - $696,610 in State Other revenues, comprised of reimbursements for the Department's costs for mandated training for peace officers, youth breakfast/lunch programs at the JDF, and efforts to reduce prison overcrowding and enhance public safety under SB 678.
  - $576,001 in 2011 Realignment Foster Care Assistance supports the State's share of placement costs for youth in foster care/group home placement.
  - $344,206 in State Sales Tax 1991 Realignment 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.
  - $334,039 in Federal Other revenues include the federal share of the State Nutrition Program, which provides breakfast and lunch for youth detained at the JDF, and funding for the Office of Traffic and Safety (OTS) grant.
  - $230,400 in Federal Aid revenues support the Federal share of placement costs for youth in foster care/ group home placement.
  - $100,000 in Title IV-E Grant revenues pay for services provided to youth who are "at imminent risk" of foster care/group home placement.
- $320,118 in Charges for Services, which includes $231,118 in Interfund Services and $86,300 in Other Charges for Services.
- $420,750 in Miscellaneous Revenue, which includes $285,500 in Other Revenue and $135,000 in Worker's Compensation proceeds.

Primary Costs

The Department's primary costs are:

- $27,655,346 in Salaries and Employee Benefits, which reflect a $222,072 or .8% net decrease due to a combination of a decrease in worker's compensation insurance and a net decrease of 1.0 FTE allocated positions. The Department continues to experience recruitment challenges that have resulted in salary savings, use of overtime and extra-help when necessary.
- $8,638,445 in Services and Supplies reflects an increase of $123,306 or 1.4%. The major appropriations in this category include $4,740,000 in contracts to provide mental health, medical and dental services at JDF and other services (see list of significant contracts below), and $2,013,743 in Central Data Processing services.
- $6,516,204 in Other Charges reflects a net increase of $549,814 or 9.2% primarily due to an increase in projections for employment services for the Center for Positive Change (CPC)/AB 109 clients, the housing allowance for adult clients to address the gap between release from custody and reintegration into the community funded with SB 678 grant funds, and an increase in projected cost for the custodial and building and trade and mechanic services provided at the JDF. The major appropriations in this category include:
  - $2,542,763 in Countywide Administrative Overhead to cover the costs of central services support.
  - $1,920,000 in Support/Care of Persons to cover the costs of foster care placements for justice involved youth.

- $650,000 in job readiness services for clients at the CPC programs (AB 109 funded).
- $438,655 in County building use charges.
- $242,000 in Youth Authority for youth commitments to California Department of Corrections and Rehabilitation (CDCR), Division of Juvenile Facilities (DJF).
- $225,000 in transitional housing for clients at the CPC programs (AB 109 funded).

- $548,386 in Intrafund Transfers, a net increase of $119,001 or 27.7% which include security services for the Fairfield Office and CPC, field dispatch services, pre-employment background/administrative investigations, and the maintenance of Livescan machines provided by the County Sheriff's Office for pre-employment background.

Contracts

The FY2019/20 Recommended Budget includes a total of $4,740,000, an increase of $361,240 or 8.2%, in contracted and other professional services which includes the following significant contracts:

- $1,887,581 for mental health, medical, and dental services at the JDF.
- $760,000 for support services to youth and electronic monitoring services for both adult and youth.
- $320,000 for drug testing services.
- $314,000 for mental health services for youth not housed at the JDF.
- $235,000 for a Request for Proposal for substance abuse treatment services.
- $212,181 for food services at the JDF.

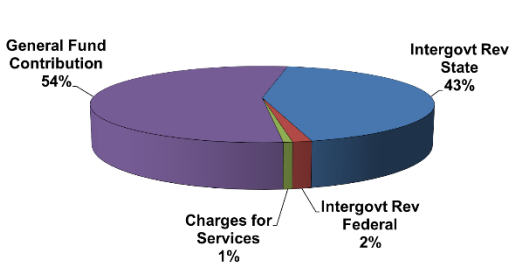
Fixed Assets

None.

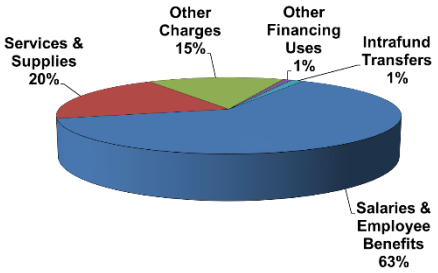
DEPARTMENT COMMENTS

The Department continues to be committed to changing lives and enhancing public protection. Through the work of outstanding staff, the Department continues to move forward in implementing programs and services to meet the needs of the adults and youth under its jurisdiction. During FY2018/19, the Department expanded programs and services for youth by opening the Youth Achievement Center (YAC). In addition, the Department continues to partner with community-based organizations to increase and support educational and employment opportunities for adults through the Centers for Positive Change (CPC). In FY2019/20, the Department will focus its efforts on quality assurance and making sure that the evidence-based programs available in adult and juvenile services are being facilitated with fidelity and aligned with solid evidence of effective practices.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	13,251	10,940	12,782	1,842	16.8%
INTERGOVERNMENTAL REV STATE	16,918,098	18,274,825	18,781,680	506,855	2.8%
INTERGOVERNMENTAL REV FEDERAL	772,513	795,330	664,439	(130,891)	(16.5%)
CHARGES FOR SERVICES	385,193	375,771	320,118	(55,653)	(14.8%)
MISC REVENUE	405,573	170,546	420,750	250,204	146.7%
OTHER FINANCING SOURCES	450	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	20,586,531	23,616,896	23,601,948	(14,948)	(0.1%)
TOTAL REVENUES	**39,081,609**	**43,244,308**	**43,801,717**	**557,409**	**1.3%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	24,746,951	27,877,418	27,655,346	(222,072)	(0.8%)
SERVICES AND SUPPLIES	7,761,124	8,515,139	8,638,445	123,306	1.4%
OTHER CHARGES	5,278,517	5,966,390	6,516,204	549,814	9.2%
F/A EQUIPMENT	0	9,700	0	(9,700)	(100.0%)
OTHER FINANCING USES	801,651	446,276	443,336	(2,940)	(0.7%)
INTRA-FUND TRANSFERS	428,863	429,385	548,386	119,001	27.7%
TOTAL APPROPRIATIONS	**39,017,106**	**43,244,308**	**43,801,717**	**557,409**	**1.3%**
NET CHANGE	**(64,503)**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant Adjustments are discussed in the Department Budget Summary herein.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below:

On February 26, 2019, the following position changes occurred:

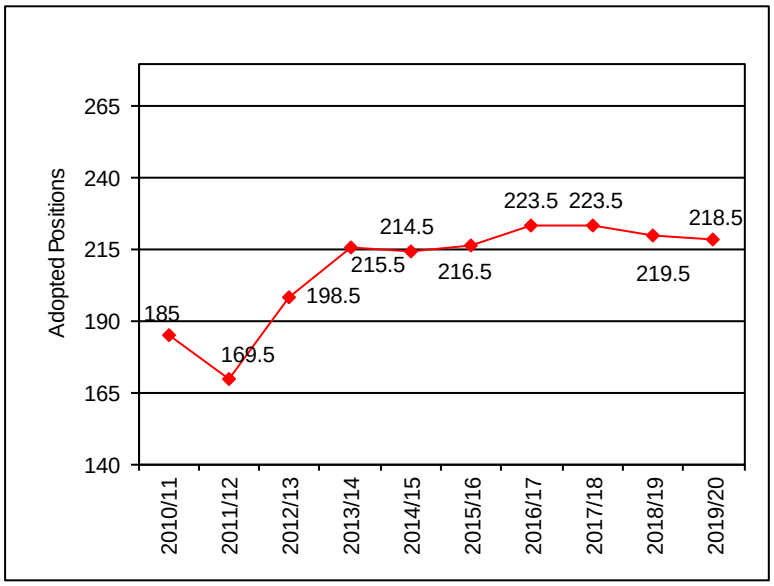
- Deleted 2.0 FTE Group Counselors. These positions were funded by the General Fund.
- Deleted 2.0 FTE Senior Deputy Probation Officers. One position was funded by AB 109 revenues and one by the General Fund.
- Added 1.0 FTE Office Assistant II. This position is funded by the General Fund.
- Added 1.0 FTE Legal Procedures Clerk. This position is funded by AB 109 revenues and the General Fund.
- Added 2.0 FTE Deputy Probation Officers. One position is funded by AB 109 revenues and one by the General Fund.
- Reclassified 1.0 FTE Office Assistant III to Administrative Secretary. This position is funded by AB 109 revenues.
- Extended 1.0 FTE Limited-Term Senior Deputy Probation Officer. This position is funded through the Office of Traffic Safety Grant through September 30, 2020.
- Extended 1.0 FTE Limited-Term Deputy Probation Officer. This position is funded through the Office of Traffic Safety Grant through September 30, 2020.

The FY2019/20 Recommended Budget includes the following position changes:

- Delete 3.0 FTE Group Counselors. These positions are funded by the General Fund.
- Delete 1.0 FTE Collection Officer. This position is funded by the General Fund.
- Add 1.0 FTE Deputy Probation Officer (Supervising). This position is funded by the General Fund.
- Add 1.0 FTE Social Worker II. This position is funded by the General Fund.

- Add 1.0 FTE Legal Procedures Clerk. This position is funded by the General Fund.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

SB 10, the California Money Bail Reform Act of 2017, will have an impact on Department operations if an opposition referendum fails. The bill has been put on hold until elections in November 2020. The passage of SB 10 will likely increase the number of adults who are referred to and served in the Pretrial Services program. The Department will continue to monitor the outcome of SB 10 and work with other stakeholders to make modifications as needed.

A case pending appeal with the Supreme Court of California (Humphrey on H.C., S247278) may impact the Department. In January 2018, the First District Court of Appeal in San Francisco delivered an opinion stating that a defendant is entitled to a bail hearing in which the court determines the defendant's ability to pay and considers nonmonetary alternatives to money bail. The Supreme Court will consider specific questions: 1) whether the appellate court was mistaken that a defendant's ability to pay bail should be taken into consideration for due process and equal protection; 2) whether a judge can consider public safety in setting the amount of bail; and 3) whether the State Constitution allows bail to be denied altogether in a non-capital case. Should the Supreme Court uphold the First District's decision, the demand for pretrial supervision will increase.

AB 2706 would amend Sections 1766 and 1767.5 of the Welfare and Institutions Code related to juveniles being discharged from the jurisdiction of the Department of Corrections and Rehabilitation, Division of Juvenile Justice (DJJ). Passage of this Bill would require the Department to participate in the reentry case conference with DJJ, either in person or by video conferencing if in-person participation is not practical. If passed, the Bill would require additional work from the Department for the youth who have been committed to DJJ. This could be problematic if the reentry conference results in services being needed for the youth but are not available in Solano County.

SB 439 amended Sections 601 and 602 and added Section 602.1 to the Welfare and Institutions Code. The bill modified the ages that a person must be to fall within the jurisdiction of the juvenile court or adjudged a ward of the court to between 12 and 17 years of age. Prior to the passage of SB 439, there was no minimum age for prosecuting children in the juvenile justice system. Effective January 1, 2020, counties are required to develop a process for determining the least restrictive responses that may be used instead of, or in addition to, the release of the minor to their parent, guardian, or caregiver. By imposing additional duties on counties, the bill requires a State mandated local program to deliver treatment and family support in place of prosecution. The passage of SB 439 has an impact on Department operations and will require networking with other disciplines (mental health, educations, child welfare, etc.) to develop alternative programs in lieu of detention.

Title 15 regulations related to the operations of juvenile detention facilities were updated in January 2019. Areas that were updated are centered around staff training, classification of youth, programs and activities, health services, and food. More specifically, the updated regulations focus on trauma, transgender youth, recreational activities, frequency of serving food, and access to personal care items. The updated regulations will have an impact on JDF operations and will require additional training for facility and contracted staff to ensure the regulations are being followed and monitored.

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DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
8035 JH REC HALL - WARD WELFARE	1,604	21,361	9,525	(11,836)	(55.4%)
APPROPRIATIONS					
8035 JH REC HALL - WARD WELFARE	1,248	21,038	9,500	(11,538)	(54.8%)
NET CHANGE					
8035 JH REC HALL - WARD WELFARE	(356)	(323)	(25)	298	(92.3%)

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

FUNCTION AND RESPONSIBILITIES

Pursuant to Welfare and Institutions Code section 873, the source of revenue for this fund is from the telephone company that facilitates collections attributable to collect calls made by youth detained at the Juvenile Detention Facility (JDF) to include the Challenge Academy.

The money deposited in the Ward Welfare Fund must be expended by the Probation Department for the benefit, education, and welfare of the youth detained within the JDF or other juvenile facilities.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $11,836 or 55.4% in revenues and a decrease of $11,538 or 54.8% in appropriations when compared to the FY2018/19 Adopted Budget. The revenues projected in FY2018/19 will be transferred from Fund 035 to offset expenditures for the education, benefit, education, and welfare of youth detained in JDF that are budgeted in the Operating Budget.

See related Budget Unit 9151 – Fund 035 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	1,604	1,000	1,000	0	0.0%
CHARGES FOR SERVICES	0	0	25	25	0.0%
MISC REVENUE	0	20,361	8,500	(11,861)	(58.3%)
TOTAL REVENUES	**1,604**	**21,361**	**9,525**	**(11,836)**	**(55.4%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	887	15,000	3,500	(11,500)	(76.7%)
OTHER CHARGES	361	6,038	6,000	(38)	(0.6%)
TOTAL APPROPRIATIONS	**1,248**	**21,038**	**9,500**	**(11,538)**	**(54.8%)**
CHANGE IN FUND BALANCE	**(356)**	**(323)**	**(25)**	**298**	**(92.3%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

$11,861 or 58.3% decrease in Misc. Revenue represents a reduced transfer from Fund Balance to fund FY2019/20 appropriations. In March 2017, the Probation Department revised its contract with the telephone company providing collect call services to the youth detained at JDF, including the Challenge Academy, to reduce the amount of transaction fees charged and eliminated commissions received by Probation for these services in order to encourage youths to contact their families. As a result, the Probation Department is no longer generating commissions revenue in this fund. The Department maintains a Fund Balance for prior years collections and is utilizing those funds as the primary funding source.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

Agricultural Commissioner and Sealer of Weights and Measures

- Pesticide Use Enforcement
- Weights and Measures
- Pest Detection
- Pest Exclusion
- Pest Management
- Nursery
- Ag Commodity Export Certification
- Agricultural Standardization

DEPARTMENTAL PURPOSE

The Department of Agriculture combines the functions of the County Agricultural Commissioner and County Sealer of Weights and Measures into a consolidated unit. The Agricultural Commissioner/Sealer of Weights and Measures is licensed by the Secretary of the California Department of Food and Agriculture (CDFA) and is appointed by the Board of Supervisors. Specific duties and responsibilities of the Department are enumerated in the provisions of the Food and Agricultural Code and the Business and Professions Code. The Department is responsible for the implementation and enforcement of specified State laws, regulations at the local level, as well as other duties as assigned or directed by the Board of Supervisors.

Budget Summary:	
FY2018/19 Midyear Projection:	3,615,078
FY2019/20 Recommended:	4,121,550
County General Fund Contribution:	1,850,008
Percent County General Fund Supported:	44.9%
Total Employees (FTEs):	24

FUNCTION AND RESPONSIBILITIES

The Agricultural Commissioner's Office is responsible for protecting and promoting agriculture in the County. This is accomplished through its Pest Prevention, Pesticide Use Enforcement, Export Certification, and Inspection Services programs.

The Sealer of Weights and Measures verifies equity in commercial transactions. It carries out this responsibility through its Device Inspections, Weighmaster Inspections, Petroleum Product Inspections, Quantity Control, and point-of-sale (price scanner) inspections.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- On September 10, 2018, Governor Jerry Brown signed AB 2468 which amends five laws pertaining to the implementation of California's Apiary Protection Act. The amended laws establish apiary registration requirements and after January 1, 2020, authorizes the secretary or a County agricultural commissioner, in lieu of prosecution, and in addition to any other penalties prescribed for violations of specified provisions regulating bee management, to impose an administrative civil penalty for a violation of certain requirements regulating the registration and identification of apiaries and the relocation of bee colonies. The updated requirements will result in an increase of compliance with beehive registration and identification, as well as location information, all of which are necessary to help in evaluation of sensitive sites relating to pesticide applications and for tracking to assist with hive theft prevention. A State web-based application called "Beeware" is under development to facilitate the registration and location update requirements for the industry and for the Department. The Department will implement an outreach campaign to inform beekeepers and the agricultural industry of the updated requirements. These changes will result in an increased workload for the Department as it ensures accurate registrations, hive identification, and hive movement tracking. The California Department of Food and Agriculture has awarded the Department a revenue contract to cover the additional expenditures associated with this new program.
- The Road Repair and Accountability Act (SB 1), signed into law on April 28, 2017, provides an increase in revenues for core agricultural programs. A portion of the gas tax that is un-refunded, used on farms and in farm equipment, has been

historically designated to augment agricultural programs. With the increase in the gas tax, the unclaimed gas tax (UGT) allocated to the Department also increased. The additional funds are being used to restore service levels to programs that have been defunded or underfunded and are within the Agricultural Commissioner's mandated functional areas (High Risk Pest Inspections, Pest Detection Programs, Agricultural Standards).

- It is anticipated that work on "Track and Trace" for cannabis licensees will be expanded statewide in late 2019 into 2020. Currently there are seven pilot counties who are working with CDFA on the framework for conducting inspections in support of the "Track and Trace" program. The California Department of Pesticide Regulation (DPR) published outreach material for those using pesticides in the production of cannabis. At this time, the Department's activities in this area are only in those cities within the County that have been granted commercial cultivation licenses.

Accomplishments:

- On August 2, 2018, the California Department of Food and Agriculture (CDFA), the United States Department of Agriculture (USDA) and the Solano County Agricultural Commissioner's Office completed the eradication of the Mediterranean fruit fly (Medfly) infestation centered in and around the City of Fairfield, ending a 108-square-mile quarantine that began September 25, 2017. The Medfly is known to target more than 250 types of fruits and vegetables, potentially causing severe impacts to Solano County and California's agricultural production, exports and backyard gardens alike. In total, 10 medflies were found from August 23, 2017 until the end of November 2017. The primary tool used to treat and eradicate the Medfly in the quarantine area was through the use of the sterile insect technique (SIT), where sterile male Medflies are released at a minimum rate of 500,000 flies per square mile per week through the course of the quarantine in order to reduce the potential of female Medflies mating with wild male Medflies, thus ending the breeding cycle. In total, over one billion sterile male Medflies were dispersed over the course of 123 releases. Additionally, 394 properties within 200 meters of the detection sites were treated with an organic formulation of Spinosad, which originates from naturally-occurring bacteria in soil, to eliminate any mated females and reduce the density of the population. To further reduce the population, over 2,098 pounds of host fruit were removed from 58 properties to eliminate eggs and larvae. Through the course of the quarantine, the Department hosted two meetings to provide quarantine compliance information to impacted growers and assisted with issuing compliance agreements and monitoring preharvest bait treatments to support growers in meeting quarantine requirements.
- The Department continues moving to information technology solutions to assist staff with field work and inspections. Full deployment of CalTrap, a trapping and detection software program by CDFA has been extended into 2019. Once fully implemented, CalTrap will be used as pest detection traps are serviced in the field. Agricultural staff will use tablets and data will be provided to CDFA as the work is conducted. The Department has compiled and submitted 2,506 trapping sites to CDFA for the development of the local trapping GIS layer within the system. Staff have visited 795 trapping sites to update location data using tablets to assist with the development and preparation for future use of CalTrap. Full implementation for Solano County is anticipated to be completed by 2020.

WORKLOAD INDICATORS

- During the period of January 1, 2018 through December 31, 2018, staff in the Pesticide Use Enforcement program reviewed and issued 503 pesticide permits, conducted 269 pesticide inspections and conducted five outreach events with a total of 231 attendees for Continuing Education Units.
- During the period of January 1, 2018 through December 31, 2018, the Plant Quarantine and Plant Protection Program inspected 376 fields for Phytosanitary Certification, totaling 7,637 acres of inspected fields requiring on average, two field-walk inspections per field, issued 882 Federal Certificates of Inspection for shipment to 31 different countries and 58 Inter and Intra-State certifications, inspected 1,714 incoming shipments for pests of concern and completed servicing of 26,141 traps for the 2,782 monitored traps placed throughout the County.
- During the same 12-month period, Weights and Measures inspectors inspected a total of 3,896 different devices and conducted 13 weighmaster audits, 75 petroleum audits and issued 37 violation notices with associated follow-up activities.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,747,024	1,986,579	2,271,542	284,963	14.3%
TOTAL REVENUES	**1,747,024**	**1,986,579**	**2,271,542**	**284,963**	**14.3%**
APPROPRIATIONS					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	3,091,751	3,681,788	4,121,550	439,762	11.9%
TOTAL APPROPRIATIONS	**3,091,751**	**3,681,788**	**4,121,550**	**439,762**	**11.9%**
NET COUNTY COST					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,344,727	1,695,209	1,850,008	154,799	9.1%
NET COUNTY COST	**1,344,727**	**1,695,209**	**1,850,008**	**154,799**	**9.1%**
STAFFING					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	24	23	24	1	4.3%
TOTAL STAFFING	**24**	**23**	**24**	**1**	**4.3%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $284,963 or 14.3% in revenues and an increase of $439,762 or 11.9% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the Net County Cost increased by $154,799 or 9.1%.

Primary Funding Sources

The primary funding sources for the Department are County General Fund and Intergovernmental Revenues. Intergovernmental Revenues are mainly received from the State and are associated with various contracted agricultural inspection services and other mandated and subvented agricultural activities such as pesticide use enforcement and regulatory activities. These contract revenues are driven by available workloads and staffing.

The Department's other significant funding sources are: (1) Licenses, Permits and Franchise revenue received in the form of user fees for device registration and other inspections and certifications provided by the Department, and (2) Charges for Services, which are received for field inspections carried out by staff.

The FY2019/20 Recommended Budget includes a net increase of $284,963 or 14.3% in revenues primarily due to the following:

- Licenses, Permits and Franchise revenues reflect an increase of $10,000 in user fees for device registration and other inspections and certifications provided by the Department.
- Intergovernmental Revenues reflect an increase of $271,617 primarily due to increases in revenue contracts from CDFA. This includes the High-Risk Pest Exclusion contract which increased by $79,669; the Pest Detection Program contract increased by $39,279; and a new $46,000 Apiary contract for the "Bee Safe" program. The increase also includes additional State Unclaimed Gas Tax (UGT) of $65,717. The additional UGT revenue represents Solano County's share of SB 1 funds that were held by the State until voters rejected the repeal of SB 1 in November 2018, and which will be distributed to counties over the next three fiscal years.
- Charges for Services reflect an increase of $4,346, primarily due to a $5,000 increase in fee revenue that will be received for phytosanitary field inspections.

Primary Costs

The FY2019/20 Recommended Budget includes a net increase of $439,762 or 11.9% in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of $279,155. This is primarily due to the addition of a Limited-Term Agricultural Biologist position at Midyear, and Board approved wage increases to the Agricultural Biologist/Weights and

Measures Inspector classification series and the Deputy Agricultural Biologist/Weights and Measures classification. Additionally, the increase also reflects scheduled merit and longevity pay adjustments and increases in retirement and health benefit costs. On February 26, 2018, the Board adopted an amendment to the MOU increasing and aligning Agricultural Biologist/Weights and Measures Inspector classification series pay to that of the Environmental Health Specialist series. And on March 26, 2019, the Board adopted an amendment to the MOU to align the Deputy Agricultural Biologist/Weights and Measures classification with that of the Environmental Health Services Supervisor.

- Services and Supplies reflect an increase of $48,580 primarily due to increases of $21,573 in liability insurance, $34,314 in software for an agricultural and weights and measures activities tracking system that integrates with State databases, and $13,809 in County garage services, and offset with a decrease of $17,252 for central data processing services.
- Other Charges reflect an increase of $78,269 primarily due to an increase in Countywide Administrative Overhead charges.
- Other Financing Uses reflect an increase of $55,758 primarily due to the addition of two vehicles and an increase of $1,758 in pension obligation bond costs.

Contracts

The FY2019/20 Recommended Budget includes the following contract:

- $80,907 for State wildlife trapping services.

Fixed Assets

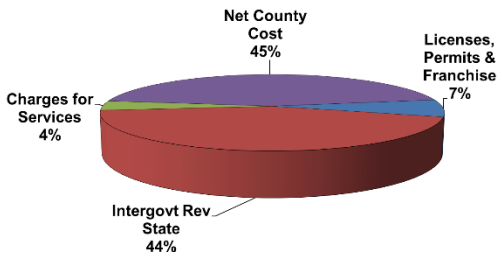
The FY2019/20 Recommended Budget includes the following fixed assets:

- $54,000 for the purchase of two vehicles needed for inspections and service delivery to the Agricultural community.

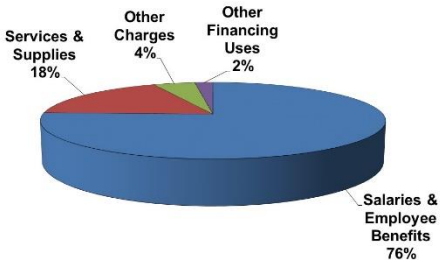
DEPARTMENT COMMENTS

To ensure continuity and address current workloads, the Department is proposing adjustments that will address operational needs with a minimum of staffing additions and to allow biologist coverage of contracted activities and delivery of program services such as high-risk pest inspection and detection.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	291,069	289,000	299,000	10,000	3.5%
FINES, FORFEITURES, & PENALTY	3,650	5,000	5,000	0	0.0%
INTERGOVERNMENTAL REV STATE	1,298,933	1,530,379	1,801,996	271,617	17.7%
CHARGES FOR SERVICES	153,291	161,200	165,546	4,346	2.7%
MISC REVENUE	82	1,000	0	(1,000)	(100.0%)
TOTAL REVENUES	**1,747,024**	**1,986,579**	**2,271,542**	**284,963**	**14.3%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	2,346,429	2,836,700	3,115,855	279,155	9.8%
SERVICES AND SUPPLIES	551,475	685,673	734,253	48,580	7.1%
OTHER CHARGES	126,635	110,702	188,971	78,269	70.7%
OTHER FINANCING USES	60,727	26,713	82,471	55,758	208.7%
INTRA-FUND TRANSFERS	6,485	22,000	0	(22,000)	(100.0%)
TOTAL APPROPRIATIONS	**3,091,751**	**3,681,788**	**4,121,550**	**439,762**	**11.9%**
NET COUNTY COST	**1,344,727**	**1,695,209**	**1,850,008**	**154,799**	**9.1%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2019/20 Recommended Budget includes an increase of $65,717 in additional UGT revenue. The California Department of Food and Agriculture collected $17 million in UGT for the period of April 2017 to November 2018 and held the funds until voters rejected the repeal of SB 1 in November 2018. The $17 million will be proportionally distributed to County Agricultural Commissioners over the next three fiscal years of which Solano County anticipates it will receive $65,717 in additional UGT in each of the three years. This additional one-time funding will be used to fund increased costs such as the development of a web-based agricultural and weights and measures activities tracking system that integrates with State databases.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2018/19 Budget are provided below.

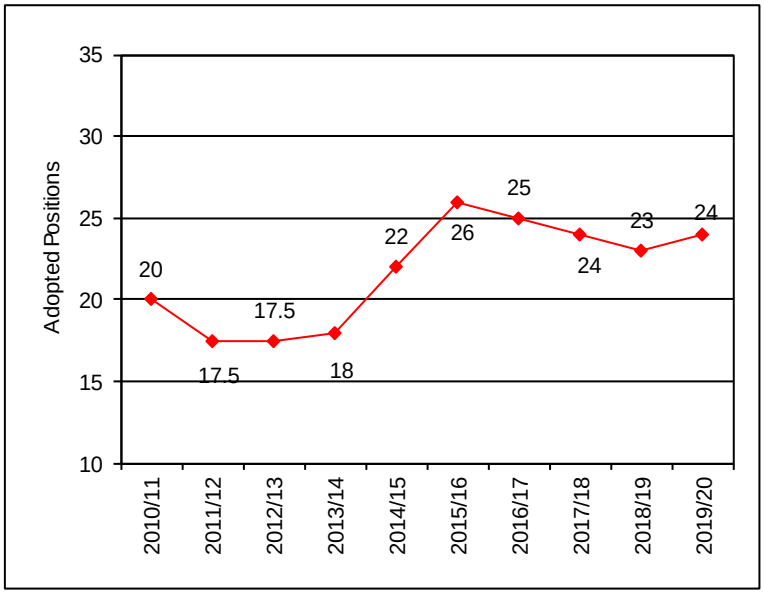
On February 26, 2019, the Board approved the following position changes:

- Extended 1.0 FTE Limited-Term Agricultural Biologist/Weights and Measures Inspector (Senior) through October 6, 2019. This position is funded with UGT revenue and County General Fund. The position was extended at Midyear to allow time for the Department to review final UGT reimbursement levels from the CDFA resulting from the passage of SB 1 and include a recommendation as part of the Recommended Budget.
- Added 1.0 FTE Limited-Term Project Agricultural Biologist/Weights and Measures Inspector (Senior) through June 30, 2020. This position is primarily funded with additional State contract revenue received for the Bee Safe Program and Pesticide Detection Program.

The FY2019/20 Recommended Budget includes the following changes:

- Convert 1.0 FTE Limited-Term Agricultural Biologist/Weights and Measures Inspector (Senior) to 1.0 FTE Agricultural Biologist/Weights and Measures Inspector (Senior). This position is funded with ongoing UGT revenue that the Department is receiving as a result of SB 1, and County General Fund.

STAFFING TREND



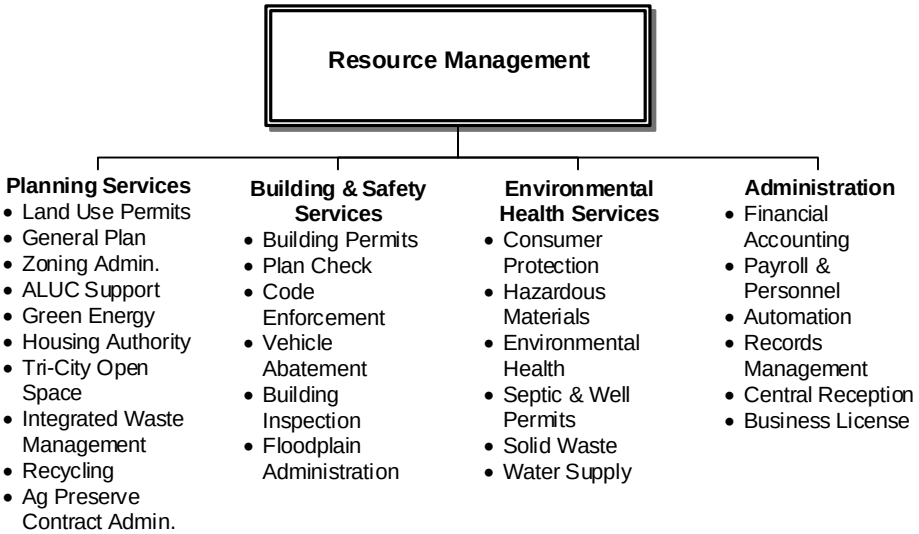
PENDING ISSUES AND POLICY CONSIDERATIONS

Timely hiring of staff for pest detection programs is an ongoing need due to contractual requirements to begin those activities when the insects are biologically active in our climate area.

Recruitment and retention of Agricultural Biologist/Weights and Measures Inspectors is important for service and succession delivery. Due to high turnover, with 64% of the biologists having less than three years, the Department is currently devoting resources to training new staff. This comes with substantial future opportunities but impacts production and timeliness in operations at the current time.

Recent passage of the cannabis legislation in California may impact the Department staffing needs if the County or municipalities within the County allow for cultivation. A division under the Agriculture Department (BU 2833) has been created to capture all County costs associated with cannabis activities, including associated costs that go through the County's cost plan. However, costs for these services are not reimbursable and become a General Fund cost.

Recent passage of Industrial Hemp legislation at the State and federal level may impact the Department staffing needs. California statutes legalizing Industrial Hemp cultivation became operative in 2016. The U.S. Farm Bill legalized Hemp at the federal level in 2018 and classified it as an agricultural commodity. Since legalization, State and federal agencies have been developing regulations necessary to fulfill the legal requirements to cultivate Hemp. California law requires all Hemp growers, cultivators and seed breeders with the exception of agricultural research institutions, to register with the County agricultural commissioner prior to cultivation and on an annual basis thereafter. Hemp registrations are valid for one year of which an annual registration fee applies. The Department will work with lawmakers and industry and other stakeholders to develop the appropriate programmatic framework to ensure compliance with the applicable laws and regulations.



DEPARTMENTAL PURPOSE

The Department of Resource Management consists of seven organizational divisions that receive general direction from the Office of the Director and provide a variety of legally mandated and non-mandated programs and services summarized below.

Budget Summary:	
FY2018/19 Midyear Projection:	11,271,319
FY2019/20 Recommended:	12,354,766
County General Fund Contribution:	3,787,887
Percent County General Fund Supported:	30.7%
Total Employees (FTEs):	51

FUNCTION AND RESPONSIBILITIES

Planning Services Division has administrative authority over land use within the unincorporated areas of the County. Its primary responsibilities are to:

- Oversee the County's General Plan for land use; implement policy planning activities including General Plan amendments and updates; prepare specific plans and neighborhood plans; and provide staff support to special projects and functions as County liaison to other planning efforts and organizations.
- Implement the functions associated with land use planning, including the application of zoning regulations, processing of subdivision maps, conducting environmental review of proposed projects, facilitating the public review process, and implementing the Surface Mining and Reclamation Act requirements.
- Provide technical support for various long-range and regional planning-related projects, including the Housing Element, Solano Transportation Authority (STA) projects, the Decennial Census, and Association of Bay Area Government's (ABAG) Regional Housing Needs Allocation and FOCUS programs.
- Support the Board of Supervisors and Planning Commission in developing land use policy and assisting in the decision-making process on land use matters.
- Provide technical and staff support to the Solano County Airport Land Use Commission and Tri-city & County Cooperative Planning Group.
- Operate the Integrated Waste Management Program that prepares, maintains, administers, and implements the Countywide Integrated Waste Management Plan (CIWMP) to ensure locally generated solid and hazardous wastes are managed based on the established hierarchy prioritizing of source reduction first, then recycling and composting, before environmentally safe transformation and land disposal in compliance with the California Integrated Waste Management Act of 1989 (AB 939), as amended.

Building and Safety Services Division has administrative authority over the unincorporated areas of the County and County-owned buildings within the various cities. Its primary responsibilities are to:

- Administer State and Federal codes and County ordinances related to all functions of construction, including the California codes for building, plumbing, electrical, mechanical, fire prevention, accessibility, energy and addressing.
- Implement the functions associated with the responsibility of being the County Flood Plain Administrator for construction and development.
- Administer the County's Code Enforcement program in the areas of zoning, grading, construction, inoperable/abandoned vehicles and business licenses.

Environmental Health Services Division has a mission to protect public health and the environment by ensuring compliance with environmental laws and regulations by providing training, permitting and inspection services to businesses and residents throughout Solano County. Various programs within this division are:

- Consumer Protection programs, which include retail food protection, ensuring safety and sanitation of public pools, and implementing minimum health standards for housing and institutions, vector management, and body art and massage practitioners and facilities. Consumer Protection also assists Public Health Nursing by assessing and abating environmental lead hazards for children.
- Water Protection and Waste Management programs, which include land development standards for sewage disposal, landfill operations and refuse disposal, land application of biosolids, State small public water systems, water wells, and large confined animal facilities; and participates in activities related to the Solano Subbasin Groundwater Sustainability Agency and other regional water supply issues.
- Hazardous Materials programs that ensure compliance with Health and Safety codes pertaining to the handling and storage of hazardous materials and hazardous waste, treatment of hazardous wastes, the operation of underground and aboveground petroleum storage tanks, health and safety inspections at the refinery, technical assistance and oversight of the cleanup of hazardous materials spills, and proper storage and reporting of waste tires.

Administrative Support Division

- Provides administrative support to all Department divisions, including handling incoming phone calls and public inquiries; maintaining and assisting with inspection recordkeeping; maintaining office equipment inventories; performing accounting functions, including assisting with invoicing and activities associated with permitting; performing imaging processing and implementing retention schedules; maintaining and updating data information systems; and assisting in coordination of recruitments and other personnel matters.
- Administers the County Business License Program.

Public Works Divisions

- Public Works Divisions are described under the narrative (BU 3010) because it is not part of the General Fund and includes Engineering Services and Public Works operations.

Parks and Recreation Division

- The Parks & Recreation Division is described under the narrative (BU 7000) because it is not part of the General Fund.

Delta Water Activities

- The Delta Water Activities program is described under the narrative (BU 1450).

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- The Hazardous Materials division continues to experience significant increased workload associated with the State's mandate for businesses to report their hazardous materials inventories and for the Department to report its hazardous materials/waste compliance investigation activities to the State's web-based California Environmental Reporting System

(CERS). At the same time, new State requirements being implemented at the Valero Benicia Refinery is resulting in increased work load from enhanced inspections, trainings, and involvement in Statewide refinery task forces. To address this in FY2019/20, hazardous materials staff that had been assigned to work on a State contract for oversight of cleanup of sites contaminated from underground fuel tanks, which terminates on June 30, 2019, will be redirected to the hazardous materials program to assist with inspections as the State will be implementing that contract beginning July 1, 2019 and extra-help staff will be used to assist businesses with CERS questions over the phone.

- The Department will also be implementing an upgrade to its existing electronic data management system which should allow direct data exchange with CERS regarding compliance inspection data, thereby reducing the need for manual entry and improving accuracy and efficiency. Environmental Health will also be included in the electronic data management system upgrade, which should improve efficiency compared to its current electronic inspection system.
- Environmental Health staff are also facing increased demand from plan checking, temporary event permit processing, and complaint response, which impacts the ability of staff to complete routine inspection schedules. In FY2018/19, the division began to implement the use of electronic signatures via smart phones and emailing signed food facility inspection reports at some locations in order to reduce the time involved in printing hard copies.
- The Department continues to pursue process improvements that will enhance coordination and communication among its different divisions to improve effectiveness and efficiency of its permit review processing. In late FY2018/19 the Department completed installation and integration of new software to accept and perform electronic building plan reviews. This software integrates into the existing permitting system and should improve coordination of building plan reviews between the various divisions and customer service. The Department will monitor the effectiveness of this system, along with other newly implemented review processes, to determine their effectiveness and to identify other potential changes to improve efficiencies.

Accomplishments:

- Negotiated land acquisition and reconfiguration of a residential project adjacent to the County's Claybank jail facilities to reduce land use compatibility issues.
- Prepared, and the Board adopted, an ordinance prohibiting commercial cannabis in the unincorporated area of Solano County. This prohibition includes commercial recreational and medical cannabis activity, including commercial cultivation, delivery, distribution, transportation, manufacturing, retail operations, and testing facilities.
- Completed, and the Board adopted, an accessory dwelling unit ordinance as required by the State, an amendment to the Solano County component of the Suisun Marsh Local Protection Plan, and a vacation rental ordinance.
- Made significant progress in formulating an Administrative and Finance Plan necessary to initiate next steps in considering formation of a Regional Park and Open Space District in Solano County, including ongoing work to develop an Administrative Finance Plan.
- Presented, and the Board adopted an ordinance authorizing the implementation of a Community Choice Aggregation program in unincorporated Solano County and to join Marin Clean Energy (MCE). This program offers residential, commercial, and agricultural customers a choice in their electricity provider to exercise local control over the mix of power sources. This program has the single-most potential of all other recommended energy measures in the County's adopted Climate Action Plan to reduce greenhouse gas emissions. Preparations for service start-up in 2020 are on-going.
- Reviewed the multi-year solid waste services for one-third of the businesses and public entities required to source separate recyclables and collect organics for composting in compliance with State mandated commercial recycling and composting laws. This resulted in an average savings of $100-$500 per month for those businesses that subscribed to the Department's recommended changes to reduce trash service and either add, or increase, recycling and organic service through the franchise provider. The FY2019/20 budget includes funding for a College Intern (Graduate) to continue this work.
- The County Building and Safety Services Division completed plan checks and permitted large projects such as, Caymus Vineyards Tasting Room ($3.5 million), Salad Cosmo ($5.3 million), Nut Tree Airport ($1.7 million), BackRoad Vines ($1.9 million), Rockville Cemetery ($4 million) and the Solano County Fairgrounds demo ($1.5 million).

- The Building Division issued a Certificate of Occupancy for the Rourk Vocational Center on the Sheriff's Claybank Campus for the first vocational/classroom training center for inmates that was constructed under the SB 1022 legislation. This project consists of two buildings, one with 10,000 sq. ft. of office space/classrooms and the second with 30,000 sq. ft. of space for vocational training.
- Prepared, and the Board approved execution of, a Memorandum of Understanding (MOU) with the City of Vallejo to evaluate opportunities and options that would facilitate improvements and continued safe operation of the Lakes Water System (LWS) in unincorporated Solano County. The MOU formed a policy committee of elected officials from the City and County, along with a Technical Committee of staff experts, and allowed rate payer participation through city appointment of LWS resident(s) onto an advisory committee to assist in this endeavor. This work will be ongoing in FY2019/20.
- Hazardous Material staff created a self-audit checklist for refineries to determine their compliance with newly effective Statewide refinery safety standards, known as Program 4, that enhance existing California Accidental Release Prevention Program (CalARP) requirements. This checklist is being incorporated into a Statewide CalARP guidance document being prepared by the California Office of Emergency Services.
- Hazardous Materials staff coordinated free training for businesses on compliance with hazardous materials requirements and reporting throughout FY2018/19. This included workshops open to all businesses provided by the Department which were attended by approximately 120 individuals, and on-site consultations at 114 businesses.
- Initialized contract for consultant services to assist County to develop housing strategies.

WORKLOAD INDICATORS

- During the period of July 1, 2017 - June 30, 2018, the Planning Division processed four Use Permits, five Minor Use Permits, twelve Administrative Permits, three Lot Line Adjustments, one policy plan overlay, four Minor Subdivisions and four certificates of compliance, prepared five mitigated negative declarations, two zoning text amendments, and conducted plan checks of building permits and business license reviews to ensure compliance with zoning regulations.
- During the period of July 1, 2017 - June 30, 2018, the Building Division performed 3,010 building permit inspections associated with 938 building permits, including permits for 21 new primary single-family dwelling units, 11 new secondary dwelling units, and 145 for photo-voltaic (Solar) units.
- During the period of July 1, 2017 - June 30, 2018, Code Compliance received 176 requests to investigate 196 different complaints, including 77 complaints for building violations, 38 complaints for land use violations, 25 complaints for junk and debris, 20 complaints about weeds, 19 complaints for inoperative vehicles and 17 complaints about operating without a business license.
- During the period of July 1, 2017 - June 30, 2018, Environmental Health staff completed 2,680 routine food facility inspections throughout Solano County, including 1,954 routine inspections at 1,642 permanent retail food establishments, to ensure safe food handling practices were being used, and responded to 420 initial complaints concerning the areas of food protection, housing, and waste management programs.
- During the period of July 1, 2017 - June 30, 2018, Hazardous Materials staff inspected 538 of the 1,834 businesses in Solano County that handle reportable quantities of hazardous materials to ensure that their chemical inventories were accurate and that their emergency response plans were complete; and performed 202 routine inspections at business that generate or haul waste tires to ensure compliance with State requirements for the Waste Tire Enforcement Program.
- During the period of July 1, 2017 – June 30, 2018, Environmental Health Services Division staff implemented a contract with the Fairfield Suisun Sewer District by performing storm water inspections at 320 retail food establishments and 104 businesses handling reportable quantities of hazardous materials to ensure that grease traps were being maintained and hazardous chemicals were not discharged into the sewer system within the district's boundaries.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	453,818	485,231	504,780	19,549	4.0%
PLANNING SERVICES	448,428	580,745	743,904	163,159	28.1%
CODE ENFORCEMENT	14,281	17,895	19,345	1,450	8.1%
BUILDING & SAFETY SERVICES	891,559	803,480	852,500	49,020	6.1%
ENVIRONMENTAL HEALTH SERVICES	4,390,590	4,135,841	4,147,365	11,524	0.3%
HAZARDOUS MATERIALS PROGRAM	1,473,543	1,579,879	1,854,361	274,482	17.4%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	299,051	218,468	0	(218,468)	(100.0%)
INTEGRATED WASTE MANAGEMENT	485,497	478,515	444,624	(33,891)	(7.1%)
TOTAL REVENUES	**8,456,767**	**8,300,054**	**8,566,879**	**266,825**	**3.2%**
APPROPRIATIONS					
ADMINISTRATION	1,925,884	1,954,749	2,081,065	126,316	6.5%
PLANNING SERVICES	2,131,789	2,557,644	2,605,325	47,681	1.9%
CODE ENFORCEMENT	371,814	399,522	452,909	53,387	13.4%
BUILDING & SAFETY SERVICES	908,475	1,055,520	1,139,437	83,917	8.0%
ENVIRONMENTAL HEALTH SERVICES	3,059,060	3,650,846	3,972,712	321,866	8.8%
HAZARDOUS MATERIALS PROGRAM	1,155,524	1,373,593	1,695,694	322,101	23.4%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	232,213	214,106	0	(214,106)	(100.0%)
INTEGRATED WASTE MANAGEMENT	485,444	478,515	444,624	(33,891)	(7.1%)
TOTAL APPROPRIATIONS	**10,270,203**	**11,684,495**	**12,391,766**	**707,271**	**6.1%**
NET COUNTY COST					
ADMINISTRATION	1,472,066	1,469,518	1,576,285	106,767	7.3%
PLANNING SERVICES	1,683,361	1,976,899	1,861,421	(115,478)	(5.8%)
CODE ENFORCEMENT	357,532	381,627	433,564	51,937	13.6%
BUILDING & SAFETY SERVICES	16,915	252,040	286,937	34,897	13.8%
ENVIRONMENTAL HEALTH SERVICES	(1,331,530)	(484,995)	(174,653)	310,342	(64.0%)
HAZARDOUS MATERIALS PROGRAM	(318,018)	(206,286)	(158,667)	47,619	(23.1%)
ENVIRONMENTAL HEALTH-UST OVERSIGHT	(66,838)	(4,362)	0	4,362	(100.0%)
INTEGRATED WASTE MANAGEMENT	(52)	0	0	0	0.0%
NET COUNTY COST	**1,813,436**	**3,384,441**	**3,824,887**	**440,446**	**13.0%**

STAFFING					
ADMINISTRATION	7	7	7	0	0.0%
PLANNING SERVICES	8	8	8	0	0.0%
CODE ENFORCEMENT	1	1	2	1	100.0%
BUILDING & SAFETY SERVICES	6	6	6	0	0.0%
ENVIRONMENTAL HEALTH SERVICES	19	19	19	0	0.0%
HAZARDOUS MATERIALS PROGRAM	6	6	6	0	0.0%
ENVIRONMENTAL HEALTH-UST OVERSIGHT	2	2	2	0	0.0%
INTEGRATED WASTE MANAGEMENT	1	1	1	0	0.0%
TOTAL STAFFING	**50**	**50**	**51**	**1**	**2.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $266,825 or 3.2%, in revenues and an increase of $707,271 or 6.1%, in appropriations when compared to FY2018/19 Adopted Budget. As a result, the Net County Cost increased by $440,446 or 13.0%.

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 FY2019/20 Recommended Budget includes a $266,825 or 3.2% net increase in revenues primarily due to the following:

- Licenses, Permits and Franchises revenue of $6,461,005 reflects a net increase of $236,405, primarily from implementation of Statewide health and safety standards at Valero Benicia refinery and at retail food facilities with reportable quantities of compressed gases used in soda dispensing. Revenues related to development, such as zoning reviews and building permits, and related to business activity, such as operation of food facilities, body art facilities and penalty fees for late permit payment, also increased. Revenue from business licenses and housing permits for hotels/motels is decreased to match actual inventory. Solid waste permits are also decreased based on projections from the two landfills as disposed tonnages are leveling off to slightly declining from previous year highs as the economy stabilizes.
- Intergovernmental Revenues of $323,228 reflect a net decrease of $145,871 as a result of the termination or completion of several State grants or contracts. This includes a loss of a $200,000 annual contract with the Regional Water Quality Control to oversee the cleanup at leaking underground fuel tank sites as the State will perform that work effective July 1, 2019. Included in the revenues anticipated for FY2019/20 is $181,228 in grants from CalRecycle for implementation of the Waste Tire Enforcement Program, solid waste inspections at landfills, the Used Oil Payment Program and other recycling efforts. Also included in the revenue is $100,000 in reimbursement from the State for work to conduct outreach activities to promote participation in the 2020 Census.
- Charges for Services of $1,326,475 reflect a net increase of $66,875. This net increase results from increased reimbursements from applicants for Other Professional Services and Planning Services for plan reviews and land use inspections for building and planning projects; increased reimbursements from other funds paying their proportional share of Departmental Administrative Overhead costs; increases in Interfund Professional Services to reflect the time assisting Public Health with environmental investigations to protect children from lead exposure; and increases in reinspection fees received from code compliance cases and document copying charges. Water Well permits are expected to decrease given the number of monitoring well installation and destructions at hazardous materials sites and underground storage tank cleanup sites anticipated.
- Miscellaneous Revenue of $456,171 has a $109,416 increase primarily from Other Revenue being used to offset a portion of the costs for installation and first year maintenance of an enhancement to the Department's existing data management system that will assist in compliance with State mandated inspection reporting requirements for hazardous materials programs.

Primary Costs

The FY2019/20 Recommended Budget Includes a $707,271 or 6.1% net increase in appropriations due to the following:

- Salaries and Benefits of $7,598,861 reflects a net increase of $201,538, primarily attributable to the addition of the 1.0 FTE Code Compliance Officer, an increase in retirement costs, and general increases in most other employment costs for existing staff. These increases are offset by a decrease in health insurance due to plan selections and extra-help since some projects have been completed or due to re-direction of full-time staff from closed programs. The salary for extra-help continues to provide project specific assistance to Office of Director, Environmental Health, Hazardous Materials, Integrated Waste Management, and Code Compliance at 94% to 100% revenue offset.
- Services and Supplies of $2,790,719 reflects an overall net increase of $465,400 as a result of various increases and decreases in operating expenses when compared to the FY2018/19 Adopted Budget. This includes increases in Other Professional Services and Contracted Services for work on a major subdivision, enhancement of a data management system, outreach regarding the 2020 census, further evaluation of the Lakes Water System in partnership with the City of Vallejo, and research on land application of biosolids. The Department also expects an increase to its liability Insurance due to its share of the premium charges. The cost for the Department's vehicle use to provide inspection services is increasing due to County Garage Service and Fuel/Lubricant charges. The Department's use of technology to facilitate efficient service to the public and businesses is resulting in an increase for Software Maintenance and Support for initial subscription charges for the newly enhanced data management system for Environmental Health and Hazardous Materials

programs, while the costs for Central Data Processing and Controlled Assets $1,500 to $4,999 are decreasing based on current charges for accessing various countywide programs and the normal replacement cycle for computers. Advertising and Marketing is decreasing based on the anticipated level of mass mailing of brochures to promote recycling campaigns and to correspond with request for State funding to promote recycling of beverage containers, used oil and oil filters, prescription drug take back events, and prevention of illegal dumping along County roads.

The combined Contracted Services and Other Professional Services expense totals $1,176,739, which includes:

Projects and Studies which are revenue offset:

- $200,000 for environmental work related to a major subdivision, paid by the applicant.
- $195,020 to upgrade the data management system to assist in compliance with State mandated hazardous materials inspection reporting and improve Environmental Health and Hazardous Materials inspection efficiencies paid from enforcement trust fund and permit fees.
- $100,000 for continuation of outreach efforts for the Census 2020 paid through a State grant received in FY2018/19.
- $97,250 for various contracts and activities for waste diversion and educational programs reimbursed by grants from CalRecycle and from solid waste fees.
- $89,500 for continuing research on the land application of biosolids paid from fees collected from the applicators 80,468 for evaluation of compliance with use permit conditions at various existing wind turbine projects.
- $80,468 for evaluation of compliance with use permit conditions at various existing wind turbine projects.
- $33,800 to provide building inspection and plan review services as needed.
- $30,000 to update the County's Hazardous Materials Area Plan.
- $7,228 for towing costs associated with removal of inoperative vehicles.
- $5,000 to provide general assistance to the Department's various permitting data management systems as needed.

Studies that are General Fund supported include:

- $100,000 for a consultant to assist in further evaluation of the Lakes Water System.
- $50,000 for ongoing effort regarding Regional Park District formation.
- $25,000 for assistance with estimating potential tax receipts from cannabis.
- $25,000 for a consultant to assist with compliance inspections related to the State Mine and Reclamation Act.

- Other Charges of $1,905,631 reflect a net decrease of $12,442, primarily due to a decrease in Countywide Administrative Overhead and CAC Building Charges. Interfund Services Used-County is increasing to reimburse the Road Fund for grading services associated with land development projects not otherwise captured through fees or covered by the Road Fund. Department Administrative Overhead and Interfund Accounting and Auditing is increasing to reimburse the Road Fund for administrative and fiscal staffing used by the Department. Interfund Services Professional is increasing to account for increased cost for the dedicated Sheriff Deputy that assists in illegal roadside dumping response.
- Other Financing Uses of $135,877 reflects an increase of $63,010 as a net result of an increase in Transfers-Out Pension Obligation Bonds (POBs) and purchase of a vehicle for the new Code Compliance Officer position.
- Intrafund Transfers of $39,222 reflects a net decrease of $10,235. This results primarily from a reduction in Intrafund Services – Professional due to decreased reimbursement by Environmental Health for Code Compliance to respond to junk and debris cases as the proportion of those cases, compared to other complaints, is lower compared to previous fiscal years. This decrease is offset by increased assistance to Delta Water Activities. (See separate Delta Water Budget). Postage is also increasing as the number of mailings associated with land use related activity is anticipated to increase.

Contracts

The FY2019/20 Recommended Budget includes a total of $1,176,739 or 9.5% in contracted services which includes the following significant contracts:

- $200,000 for environmental work related to a major subdivision, paid by the applicant.
- $195,020 to upgrade the data management system to assist in compliance with State mandated hazardous materials inspection reporting and improve Environmental Health and Hazardous Materials inspection efficiencies paid from enforcement trust fund and permit fees.
- $100,000 for a consultant to assist in further evaluation of the Lakes Water System.
- $100,000 for continuation of outreach efforts for the Census 2020 paid through a State grant received in FY2018/19.
- $89,500 for continuing research on the land application of biosolids paid from fees collected from the applicants.

Fixed Assets

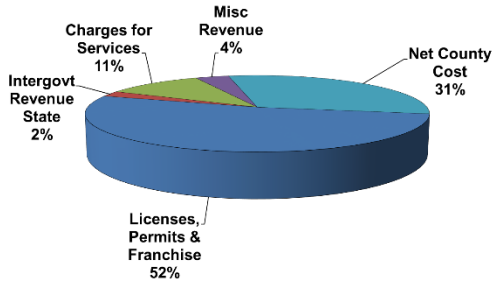
None.

DEPARTMENT COMMENTS

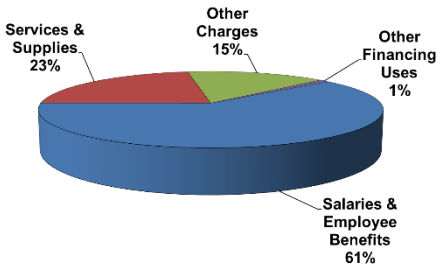
The Department is driven largely by permit activity, special projects to address Board directives, and work to meet State requirements. During FY2019/20, the Department will be involved in a number of ongoing and new projects at the request of the Board or in response to new State laws. These include continued work on development of a Regional Park District, potential changes to zoning in the Pleasants Valley area, updates to ordinance provisions related to special events and nuisances, follow-up on recommendations contained in the Travis Sustainability Study, and updates to the zoning ordinance provisions and General Plan policies applicable to the Delta and particularly the Cache Slough area.

The Department continues to experience a high-level of permit activity, resulting in additional demands from the public and businesses for assistance and service, which must be balanced with meeting mandated State inspection or program implementation requirements. These requirements are placing increased demands on staff and the Department is shifting available staff based on current workload and implementing a variety of technology improvements, from electronic plan review, to computer to computer data transfers with State agencies to help increase staff efficiencies. At the same time, the Department is becoming involved in more regional activities, such as review of affordable housing opportunities to help the underserved populations, and work with the City of Vallejo to evaluate necessary improvements to the Lakes Water System. As the costs for providing these services and implementing these programs increases, the Department will continue to balance its mission to provide service to the public and business and to protect public health and safety, while also looking for methods to generate revenue and control costs in order to limit impacts to businesses and the General Fund.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	6,548,637	6,224,600	6,461,005	236,405	3.8%
FINES, FORFEITURES, & PENALTY	308	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	569,957	434,099	288,228	(145,871)	(33.6%)
INTERGOVERNMENTAL REV FEDERAL	37,419	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	34,091	35,000	35,000	0	0.0%
CHARGES FOR SERVICES	1,078,679	1,259,600	1,326,475	66,875	5.3%
MISC REVENUE	187,676	346,755	456,171	109,416	31.6%
TOTAL REVENUES	**8,456,767**	**8,300,054**	**8,566,879**	**266,825**	**3.2%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	6,421,546	7,397,323	7,598,861	201,538	2.7%
SERVICES AND SUPPLIES	1,861,070	2,325,319	2,790,719	465,400	20.0%
OTHER CHARGES	1,801,145	1,918,073	1,905,631	(12,442)	(0.6%)
OTHER FINANCING USES	214,242	72,867	135,877	63,010	86.5%
INTRA-FUND TRANSFERS	(27,800)	(29,087)	(39,322)	(10,235)	35.2%
TOTAL APPROPRIATIONS	**10,270,203**	**11,684,495**	**12,391,766**	**707,271**	**6.1%**
NET COUNTY COST	**1,813,436**	**3,384,441**	**3,824,887**	**440,446**	**13.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Hazardous Materials Permits are anticipated to increase by $180,000 from reimbursement of time at Valero Refinery to implement recently adopted and existing regulations to ensure refinery safety and hazardous materials/waste reporting requirements. The increase also results from many food facilities using large quantities of compressed gas in their soda dispensing operations, requiring them to be inspected and to report the quantity of stored gases to the State. Some food facilities began contacting the Department to self-report the quantity of gases they had on-site, and the Department began outreach to other food facilities in FY2018/19.

- Effective July 1, 2019 the County will no longer be implementing a contract with the State Water Resources Control Board (SWRCB) to oversee the cleanup of sites contaminated by leaking underground fuel tanks and the SWRCB will directly take on this responsibility in Solano County. This results from the County effectively overseeing the cleanup to State standards of the majority of contaminated sites throughout the County, making it inefficient for the State to continue the contract. This results in a $200,000 loss of State revenue for implementation of this contract. Staff that had been allocating portions of their time on this contract will now be fully allocated to other budget units to address increased work load related to hazardous materials programs, especially those caused by implementation of refinery safety standards and mandated reporting to the Statewide inspection database, and regional waters issues. This allows for a reduction in extra-help costs associated with those programs and for the Department to further evaluate staffing models in response to increasing work load.

- The Department proposes to add 1.0 FTE Code Compliance Officer (CCO) to assist in the investigation of building and zoning code and business license complaints. The addition of this position adds approximately $115,000 to salaries and employee benefits and services and supplies this first year. Currently the Department has only one full-time CCO augmented by an extra-help CCO, which has not adequately kept up with inspection demands. The addition of the 1.0 FTE CCO will allow for a reduction in use of an extra-help CCO. The cost associated with this position is primarily General Fund offset.

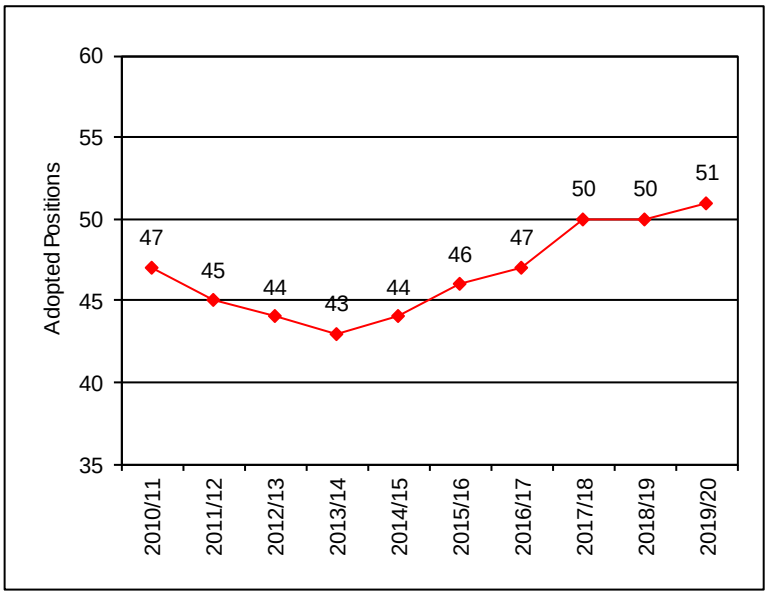
- Enhancement of the data management system for most of the Department to include all Environmental Health and Comprehensive Hazardous Materials Programs will cost an estimated $303,020, which includes a onetime $195,020 contract to build the enhancement and an ongoing $108,000 annual subscription fee, which is comparable to the current data management system used specifically for Environmental Health and Hazardous Materials permit tracking. This cost will be paid from hazardous materials enforcement trust funds, resulting in an increase to Other Revenue, and through permit fees. It is anticipated that this enhancement will result in improvements to staff efficiency by allowing computer to computer transfer of information with the State database, thereby significantly reducing manual entries, and by promoting the field use of electronic inspections for most environmental health and hazardous materials programs.

SUMMARY OF POSITION CHANGES

The FY2019/20 Recommended Budget includes the following position change:

- Add 1.0 FTE Code Compliance Officer to investigate building and zones code complaints and complaints related to business licenses. This position is funded by 96.3% by the General Fund and the remaining funding is revenue generated from fees.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Following passage of special legislation in 2016, the Department continues to lead the process towards development of a regional park and open space district for Solano County. The Department will continue working on exploring partnerships with cities and other agencies to determine the level of support for a regional park and open space district.

The Department will review and recommend updates for the land uses and development standards for the Suisun Valley Strategic Plan to reflect the current and future vision for the valley; work with Pleasants Valley residents regarding land uses and zoning specific to the valley; and work with Bay Conservation and Development Commission staff regarding development proposals in the Suisun Marsh. The Department will bring recommendations regarding these for Board consideration.

The legislature continues to propose amendments to housing laws, which could, at some point, affect the County's discretionary ability to locate affordable housing in particular areas of the County. At the same time, the Department is increasing its involvement to assist the County with finding solutions for the various housing needs of hard to place individuals throughout the County. As this involvement continues, or escalates, there may be a need to increase staffing and budget to support the effort and maintain existing program service levels.

Over the next three years, staff within the Environmental Health Division will be participating and coordinating in various ad hoc work groups for Groundwater Sustainability Agency (GSA) in preparation of the Groundwater Sustainability Plan (GSP) which is due in 2022. The additional staff time will include research and map preparation, administrative, meeting coordination, and outreach, and other support office activities for the GSA. Proposed projects and programs include; water system evaluation coordination with City of Vallejo regarding the Lakes Water System, Flood Management Policy preparation with the Solano County Water Agency Water Policy Committee, participation on the Solano Water Advisory Commission, and assisting other division staff in Delta Water activities and working groups.

The California Department of Public Health (CDPH) continues developing regulations for Medicinal and Adult-Use Cannabis Regulation and Safety Act. Although Solano County Board of Supervisors has not approved any cannabis related businesses

within the County, many cities within Solano County are moving ahead with the allowance of such businesses. At this point it is not clear whether the CDPH will be regulating such businesses within these cities for the food-based cannabis products manufactured in small retail locations. It is anticipated that Environmental Health staff will be involved with the regulation of health and safety standards at such facilities if CDPH declines to regulate the retail facilities. This may require MOU's with various cities to provide these services if not otherwise prescribed by State law or regulation and could impact staffing workload demands.

AB 626 became law on January 1, 2019 and allows a "Microenterprise home kitchen" (MEHK) to serve potentially hazardous foods in compliance with the California Retail Food Code (CalCode). As written, the law requires each jurisdiction to opt-in via an ordinance and to enforce the applicable CalCode requirements within their jurisdiction. However, most cities throughout California, and none in Solano County, are authorized to enforce CalCode, resulting in confusion on implementation of this new law. The author is currently negotiating with environmental health and public health agencies and stakeholders to amend the law. It is anticipated that once amended, one or more cities within Solano County will implement an ordinance allowing MEHKs in their jurisdiction. Implementation by the cities could result in significant demands on staff to address registration and inspection demands presented by MEHKs and the significant public health risk that may be created. The Department is developing policy and procedures and proposed fees to address MEHKs and recover implementation costs.

During the second half of FY2018/19 staff from Environmental Health and Solano County Public Health continued to meet with staff from nine other counties to discuss the award and use via developed program plans of potential lead paint settlement revenues if received from a lawsuit settlement funding won against lead paint manufactures. Settlement funding for the amended judgement was still underway during FY2019/20 budget development. However, the settlement could result in Solano County being issued 2% of the judgement, approximately $8,180,980, to be used for outreach, education, and abatement of interior lead paint in residences which meet the judgement parameters stated in the settlement. Litigation is ongoing regarding the issuance of these funds. Once this process is completed, Environmental Health and Solano County Public Health will be responsible for implementation of a joint program for lead abatement of impacted properties throughout the County. Environmental Health will be responsible for the clearance and abatement of the residences while Public Health will respond to potential health issues. This could have an impact on program staffing as use of the funding may be limited to a specific time period and there will be competition for contractors with lead abatement expertise given the demands of the other Bay Area counties.

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DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1450 DELTA WATER ACTIVITIES	0	0	0	0	0.0%
1904 SURVEYOR/ENGINEER	53,497	59,035	54,500	(4,535)	(7.7%)
1950 SURVEY MONUMENT	10,282	11,605	11,500	(105)	(0.9%)
8217 HOME 2010 PROGRAM	13	0	0	0	0.0%
8220 HOMEACRES LOAN PROGRAM	23,329	18,000	24,000	6,000	33.3%
1510 HOUSING & URBAN DEVELOPMENT	2,243,841	2,300,000	2,200,000	(100,000)	(4.3%)
2110 MICROENTERPRISE BUSINESS	6,384	2,809	0	(2,809)	(100.0%)
2950 FISH/WILDLIFE PROPAGATION PROG	5,007	2,021	2,366	345	17.1%
7000 PARKS & RECREATION	1,672,723	1,737,613	1,904,930	167,317	9.6%
APPROPRIATIONS					
1450 DELTA WATER ACTIVITIES	694,439	893,816	816,933	(76,883)	(8.6%)
1904 SURVEYOR/ENGINEER	110,396	105,794	146,106	40,312	38.1%
1950 SURVEY MONUMENT	11,663	15,817	16,165	348	2.2%
8217 HOME 2010 PROGRAM	0	0	2	2	0.0%
8220 HOMEACRES LOAN PROGRAM	853	80,900	80,948	48	0.1%
1510 HOUSING & URBAN DEVELOPMENT	2,243,841	2,300,000	2,200,000	(100,000)	(4.3%)
2110 MICROENTERPRISE BUSINESS	1,719	2,809	0	(2,809)	(100.0%)
2950 FISH/WILDLIFE PROPAGATION PROG	16,757	14,940	12,395	(2,545)	(17.0%)
7000 PARKS & RECREATION	1,683,707	1,853,635	1,904,930	51,295	2.8%
NET CHANGE					
1450 DELTA WATER ACTIVITIES	694,439	893,816	816,933	(76,883)	(8.6%)
1904 SURVEYOR/ENGINEER	56,899	46,759	91,606	44,847	95.9%
1950 SURVEY MONUMENT	1,381	4,212	4,665	453	10.8%
8217 HOME 2010 PROGRAM	(13)	0	2	2	0.0%
8220 HOMEACRES LOAN PROGRAM	(22,476)	62,900	56,948	(5,952)	(9.5%)
1510 HOUSING & URBAN DEVELOPMENT	0	0	0	0	0.0%
2110 MICROENTERPRISE BUSINESS	(4,665)	0	0	0	0.0%
2950 FISH/WILDLIFE PROPAGATION PROG	11,750	12,919	10,029	(2,890)	(22.4%)
7000 PARKS & RECREATION	10,984	116,022	0	(116,022)	(100.0%)

A summary of the budgets administered by the Department of Resource Management is provided on the following pages.

DEPARTMENTAL PURPOSE

The Delta Water Activities budget funds monitoring, engagement and proactive actions related to Delta and other water related plans, programs and projects at the federal, State and local levels that have potential to impact the County. It provides support to Board members, the Board's Legislative Committee, and County departments in evaluating water-related legislation and bond initiatives, regulations, and policy development.

FUNCTION AND RESPONSIBILITIES

This budget unit addresses Federal, State and local water-related planning and project proposals with potential impacts to Solano County. These include the ever-changing California WaterFix (WaterFix) "Tunnels" plan to convey water supplies south via new, large-scale tunnel infrastructure, posing significant impacts to the Delta region, including Solano County. Programs such as Ecorestore (as well as several other programs) that call for vast acreages of tidal and other related habitat to be created will result in a loss of agricultural lands and impact the remaining agriculture in Solano County. State and Federal proposed flood infrastructure improvements will also affect agricultural lands within the County's jurisdictional area if implemented. The Delta Water Activities funds efforts which monitor and engage in all these processes through its single manager position with support from technical professionals in the Department of Resource Management and through the use of contractors.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- The level of activity associated with the Delta Water Activities in FY2018/19 continued to require significant staff resources on behalf of the County. This included involvement in the proposed and evolving WaterFix tunnel project, participation in meetings, media, outreach and messaging of the Delta Counties Coalition, and engagement with State and federal agencies in ecosystem and flood planning efforts in the Yolo Bypass/Cache Slough region, including negotiations on potential actions/significant projects to obtain regional protection assurances for agriculture, property owners, businesses, and residents. The advent of large-scale ecosystem projects in the County with clear impacts to agriculture will focus staff efforts and add urgency for solutions to address the potential impacts in FY2019/20.

Accomplishments:

- The Water and Natural Resources Program Manager (Program Manager) provided substantial support to the members of the County Board of Supervisors serving on various Delta Boards and Commissions. The Program Manager monitored a significant number of meetings and actions of Delta Boards, Commissions and Councils, subcommittees, stakeholder groups, the Science Board and the Delta Plan Interagency Implementation Committee to provide useful analysis to the County's Board members serving in these functions.
- Provided a verbal update to the Board of Supervisors on February 26, 2019 about Delta Water Activities issues that included various strategies to protect agriculture in the Cache Slough region for Board consideration and direction.
- Participated in "The Partnership", which is comprised of representatives from local, State and federal agencies in the Yolo Bypass/Cache Slough region. The Partnership had been on hiatus but began to meet again in FY2018/19 to collaborate on addressing regional impacts, including potential implementation of a Cache Slough Management Plan. Other outcomes of The Partnership included development of white papers addressing water supply assurances, agricultural sustainability and levee operations & maintenance.
- Continued to monitor the U.S. Army Corps of Engineers and the Central Valley Flood Protection Board process to initiate a General Reevaluation Report (GRR) with an ecosystem-flood focus on the Yolo Bypass. The County, with the local flood partners, previously signed a Memorandum of Agreement that may help ensure GRR plans are consistent with the agreed-upon local vision contained in the local Corridor Management Framework (CMF) document.

DEPARTMENTAL BUDGET SUMMARY

The Recommend Budget represents no change in revenues and a decrease of $76,833 or 8.6% in appropriations when compared to FY2018/19 Adopted Budget. This Department is funded primarily by the General Fund.

Primary Costs

The FY2019/20 Recommended Budget decreased primarily due to the following:

- Salaries and Employee Benefits decreased by $884 due to nominal changes in various pay and benefits for the existing Water and Natural Resources Program Manager.
- Services and Supplies increased by $67,025 primarily due to increased professional services assistance to meet work load demands. Decreases to central data processing services, liability insurance, and other operational costs partially offset the increase. Projected costs for contracted services remain unchanged in FY2019/20 and includes continued support of the County's share of Delta County Coalition's coordinator position and to provide for legislative advocacy.
- Other Charges decreased by $154,535 primarily due to a reduction in Countywide Administrative Overhead charges, resulting from a decrease in the reimbursable services used from other County agencies, such as County Counsel.
- Intrafund Professional Services increased by $11,594 primarily to offset costs for use of a Senior Planner from the Planning Division and Hydro-Geological Analyst from the Environmental Health Division who directly assist with Delta Water Activities work. This multi-divisional team approach, led by the Manager, provides a cost-efficient method to address the variety of tasks implemented by this budget.

Contracts

The FY2019/20 Recommended Budget includes a total of $404,120 or 49.5% in contracted services which includes the following contracts:

- $200,000 towards the County's share for development of a Cache Slough Management Plan or to determine necessary zoning changes in the Cache Slough Complex to protect agriculture.
- $62,500 to participate in the Army Corps of Engineers General Reevaluation Report.
- $44,000 for flood studies in the Cache Slough area.
- $37,620 for legislative advocacy to protect County interests within the Delta.
- $35,000 for the County's share of the Delta Counites Coalition.
- $25,000 for consultant services related to the County's continued evaluation and response to the WaterFix.

Fixed Assets

None.

DEPARTMENT COMMENTS

The Delta Water Activities budget continues to support an increasing number of complex water-related issues affecting Solano County. Staff track various commissions, councils and committees, and coordinate with contractors and other professional experts to respond to issues involving the Delta. Work teams utilizing staff from other divisions in the Department and within the County, led by the Manager, are also utilized to accomplish goals. The budget unit has been successful in establishing partnerships with other local agencies to accomplish tasks and share costs to achieve mutually beneficial outcomes. While the Department believes the Recommended Budget can address work demands to protect County interest in the Delta, it may be necessary to request additional funding once State and federal projects are better delineated and the extent of our partner agencies involvement corresponding with County interests are known.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	197,316	213,391	212,507	(884)	(0.4%)
SERVICES AND SUPPLIES	133,249	353,526	420,551	67,025	19.0%
OTHER CHARGES	314,475	276,277	121,742	(154,535)	(55.9%)
OTHER FINANCING USES	6,713	2,414	2,331	(83)	(3.4%)
INTRA-FUND TRANSFERS	42,687	48,208	59,802	11,594	24.0%
TOTAL APPROPRIATIONS	**694,439**	**893,816**	**816,933**	**(76,883)**	**(8.6%)**
NET COUNTY COST	**694,439**	**893,816**	**816,933**	**(76,883)**	**(8.6%)**
STAFFING					
DELTA WATER ACTIVITIES	1	1	1	0	0.0%
TOTAL STAFFING	**1**	**1**	**1**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Other Professional Services includes an additional $200,000 to support plans, programs, projects, and partnerships aligned with County interests in the Delta, Cache Slough, and Yolo Bypass regions.

Countywide Administrative Overhead decreased by $154,535 due to reduction in costs associated with attending and actively responding to State hearings on Delta related issues in previous years'.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

With new State administration there is potential for a different direction relative to water supply and conveyance. While still supporting the WaterFix project in general, Governor Newsom has stated that it should be a single tunnel, rather than the twin tunnels advocated by his predecessor. While a single tunnel will still pose significant impact to Solano County and the Delta, it does show some improvement in position by the new administration. This administration may also be open to other technological approaches to water supply, conservation and reuse to bolster local supply, which could offer opportunities to lessen impacts to the County and the Delta. Staff will continue to evaluate the new administration's positions and find opportunities for engagement that potentially can minimize impacts to Solano County.

There continues to be significant Federal and State government efforts to develop ecosystem restoration and flood risk reduction projects to improve the quality and quantity of habitat in the Delta/Yolo Bypass/Cache Slough Complex to mitigate existing and proposed water projects, especially given the State's Biological Opinion. Projects proposed in the Cache Slough Complex include the year-round flooding of agricultural lands, taking them out of production, and having a profound effect on the land use of the region. During FY2018/19 staff was involved in promoting development of State legislation mandating a Cache Slough Management Plan to direct how ecosystem projects are developed in the region to protect agriculture in these areas. Based on Board direction received on February 26, 2019, staff is also pursuing local development of specific Cache Slough General Plan policies and zoning standard concepts should the State legislative process be unsuccessful. This activity will be ongoing into FY2019/20 and staff will bring proposed General Plan and zoning ordinances and/or amendments to the Board for consideration.

The need for collaborative approaches is becoming more imperative in grappling with the various competing interests for the same geographic area and water resources. Significant acreages of land are in various stages of acquisition, design or construction of habitat restoration requiring whole-scale conversion of agricultural lands as are large-scale flood risk reduction activities. Staff will continue to work with elected officials and appointed officials serving on Delta oversight entities that oversee water supply, conveyance, levee investment, ecosystem and related activities. Staff will also continue to be involved in the Partnership group to help guide regional solutions protective of our agriculture.

The State's newest iteration of WaterFix (a single tunnel plan) has potential to significantly affect local water supply and quality for agricultural, municipal and industrial purposes. Staff will continue to actively monitor and report on activities and processes that advance environmental review and permitting for all elements of this changing project.

The State Water Resources Control Board continues its ongoing, phased review and update to the Bay-Delta Water Quality Control Plan, which considers water quality and flow for all beneficial uses. The completion of Phase 1 in 2018 for the San Joaquin River and its tributaries revised flow objectives, leaving more water in rivers to help protect fish species under threat of extinction, and set the stage for Phase 2 for the Sacramento River and its tributaries. Water agencies are engaging in Voluntary Settlement Agreement negotiations to preserve more water supply for human uses.

FUNCTION AND RESPONSIBILITIES

The Surveyor/Engineer Budget exists to fund non-road-related surveying and engineering services provided to the public. Services funded include map checking for parcel maps, subdivision maps and records of survey; the reproduction of maps on file; parcel map indexing for records of survey; map amendment correction and survey filing; and filing of corner records. Map checking services are performed for the cities of Benicia and Dixon on a reimbursable basis. In addition, the Division maintains a central repository and source of information on non-road surveying and engineering matters and responds to public requests for information and service. The work is performed by Public Works Engineering Division employees on a reimbursable basis through fees for services or the General Fund.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $4,535 or 7.7% in revenues and an increase of $40,312 or 38.1% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the Net County Cost increased by $44,847 or 95.9%. The increase in the overall budget is primarily for public works surveyor and engineers to assist in map review due to a general increase in development.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	50,150	45,284	51,000	5,716	12.6%
MISC REVENUE	3,347	13,751	3,500	(10,251)	(74.5%)
TOTAL REVENUES	**53,497**	**59,035**	**54,500**	**(4,535)**	**(7.7%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	0	20,000	20,000	0.0%
OTHER CHARGES	110,396	105,794	126,106	20,312	19.2%
TOTAL APPROPRIATIONS	**110,396**	**105,794**	**146,106**	**40,312**	**38.1%**
NET COUNTY COST	**56,899**	**46,759**	**91,606**	**44,847**	**95.9%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Other Professional Services are increasing by $20,000 for contracting County surveyor services.

Interfund Services Used is increasing by $20,000 as a result of increased demand for surveyor/engineer review of maps and inquiries from the public.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Department continues to evaluate potential fees and administrative adjustments to cover a larger percentage of the Surveyor/Engineer's budget.

FUNCTION AND RESPONSIBILITIES

The Survey Monument Preservation Budget exists to account for and fund the establishment of survey monuments at critical points in the County, including within the cities. Survey monuments are markers of known location and elevation set at key points throughout the County for use as reference points when entities survey property for land development and public works construction projects. The work is funded by a small fee imposed on recorded deeds and is performed by Public Works Engineering Division employees on a reimbursable basis.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $105 or 0.9% in revenues and an increase of $348 or 2.2% in appropriations when compared to the FY2018/19 Adopted Budget. The change in the overall budget is due primarily to increased Interest Income, offset slightly by a decrease in Recording Fee revenue and increased Countywide Administrative Overhead cost allocation.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9123 – Fund 281 Contingencies (refer to Contingences section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	752	882	1,000	118	13.4%
CHARGES FOR SERVICES	9,530	10,723	10,500	(223)	(2.1%)
TOTAL REVENUES	**10,282**	**11,605**	**11,500**	**(105)**	**(0.9%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	5,360	10,000	10,000	0	0.0%
OTHER CHARGES	6,302	5,817	6,165	348	6.0%
TOTAL APPROPRIATIONS	**11,663**	**15,817**	**16,165**	**348**	**2.2%**
CHANGE IN FUND BALANCE	**1,381**	**4,212**	**4,665**	**453**	**10.8%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

HOME 2010 Program Budget was for a $600,000 grant from the State Housing and Community Development in 2010. The joint purpose of this grant program was to provide low-interest loans to income-qualified homeowners for housing rehabilitation on substandard structures and for the operation of a First Time Homebuyer Program, which would provide gap financing for target income first time homebuyers. This program was closed out in 2013. The program is inactive, though future program income may become available to loan out as part of a revolving loan fund.

This budget unit is part of Fund 105, which includes past housing rehabilitation programs funded under Community Development Block Grants (CDBG) or the State Housing and Community Development (HOME) that provided low-interest loans to income-qualified homeowners to conduct housing rehabilitation work to address health and safety problems and bring the structure up to current building codes. These grants have closed (BU 8215 – CDBG 1999, BU 8216 – CDBG 2000, and BU 8225 – HOME 2006), but funding returns to the County as program income when property owners sell or refinance their homes. Each budget unit maintains its own dedicated Fund Balance. The program income from the repayment of loans is made available to loan out to other qualified homeowners based on the lending guidelines of the originating grant program as part of a revolving loan fund. Fund 105 represents approximately $1.17 million in loans from these four programs with repayment schedules primarily linked to the sale or refinancing of the residence.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no change in revenues and an increase of $2 or 1000.0% in appropriations when compared to the FY2018/19 Adopted Budget. There is no County Contribution for this program. The primary funding sources for this fund are repayment of loans when property owners sell or refinance their homes and no revenue is anticipated in FY2019/20. The total expense of $2 to the fund results from Countywide Administrative Overhead charges to manage the fund.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9165 – Fund 105 Contingencies (refer to Contingencies section in the Budget), which reflects funds available for qualified low-interest loans to income-qualified homeowners.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHARGES FOR SERVICES	13	0	0	0	0.0%
TOTAL REVENUES	**13**	**0**	**0**	**0**	**0.0%**
APPROPRIATIONS					
OTHER CHARGES	0	0	2	2	100.0%
TOTAL APPROPRIATIONS	**0**	**0**	**2**	**2**	**100.0%**
CHANGE IN FUND BALANCE	**(13)**	**0**	**2**	**2**	**100.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The Homeacres Loan Program was funded by initial housing set-aside funds from the Southeast Vallejo Redevelopment Project, interest earned over time on those set-aside funds, and from interest payments and loan balance payoffs made by loan recipients on existing loans. The services offered by this Program have included housing rehabilitation/reconstruction loans, relocation grants and exterior lead-based paint abatement grants.

In the past, the County has contracted with Mercy Housing California and NeighborWorks Sacramento to administer the Program. Under the Program, income qualified homeowners, specifically within the Homeacres area of unincorporated Vallejo, may apply for low interest loans to rehabilitate their homes for the purposes of abating health and safety deficiencies and bring the structure up to current building code standards. Presently, Fund 120 represents approximately $737,371 in existing loans to income-qualified homeowners and approximately $1.52 million in funds are available for loans (see Fund 120 Contingencies). Prior promotional activity by the Department to promote available homeowner assistance programs did not generate interested homeowners who qualified under the program guidelines. In late FY2018/19, the Department procured a contractor to actively advertise and market fund availability. The contractor will also serve as the liaison between the homeowner and contractors in order to facilitate structure rehabilitation and updates through the Fund should the marketing generate community interest to utilize the Fund. This marketing and liaison activity will continue in FY2019/20.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $6,000 or 33.3% in revenues and an increase of $48 or 0.1% in appropriations when compared to the FY2018/19 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 $24,000 in accrued interest income, which represents an increase of $6,000 compared to the FY2018/19 Adopted Budget. Appropriations of $80,948 result from the $80,000 fee for a contractor to re-vitalize the use of the Fund and serve as its administrator, should community interest warrant such actions, $550 for accounting services, and $398 for Countywide Administrative Overhead allocation.

Contracts

The FY2019/20 Recommended Budget includes a total of $80,000 or 98.8% in professional services which includes the following significant contracts:

- $80,000 Marketing, community outreach, and administration of the Housing Rehabilitation Program.

Fixed Assets

None.

See related Budget Unit 9129 – Fund 120 Contingencies (see Contingencies section in the Budget), which reflects funds available for qualified low-interest loans to income-qualified homeowners.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	23,329	18,000	24,000	6,000	33.3%
TOTAL REVENUES	**23,329**	**18,000**	**24,000**	**6,000**	**33.3%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	484	80,550	80,550	0	0.0%
OTHER CHARGES	369	350	398	48	13.7%
TOTAL APPROPRIATIONS	**853**	**80,900**	**80,948**	**48**	**0.1%**
CHANGE IN FUND BALANCE	**(22,476)**	**62,900**	**56,948**	**(5,952)**	**(9.5%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes $80,000 for a contractor to administer the Fund, including actively advertise/market availability of the Fund, gauging community interest, and serving as a liaison between the homeowner and contractors as needed, and track individual project costs and reimbursements. This contract was originally budgeted in FY2018/19 and is anticipated to be initiated in late FY2018/19, as such the contract is being re-budgeted in FY2019/20.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

This budget was established to encompass programs funded directly from the U.S. Department of Housing and Urban Development (HUD), and where other public agencies are tasked with the administration of programs through contracts or agreements. For these programs, funds are passed through the County to the administration agencies. Each Division within the budget unit maintains its own dedicated Fund Balance. The principal budgetary activities are:

1517 Housing Authority

The Solano County Housing Authority (SCHA), under an agreement with the U.S. Department of Housing and Urban Development (HUD), provides housing assistance through the Section 8 Housing Assistance Program for the unincorporated areas of Solano County and the cities of Dixon and Rio Vista. Since the program began in 1978, the SCHA has contracted out for the day-to-day administration and financial management of the Section 8 Housing Assistance Program and the Family Self-Sufficiency Program. In July 2002, the Solano County Housing Authority entered into a contractual agreement with the City of Vacaville Housing Authority (VHA) for the administration and financial management of the Section 8 Housing Assistance Program and the Family Self-Sufficiency Program.

The Board of Supervisors serves as the SCHA Board. The Department of Resource Management, as staff to the SCHA, is responsible for the administration of the contracts with HUD and the contractual agreements for the housing program administration with the City of Vacaville.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $100,000 or 4.3% in both revenue and appropriations when compared to the FY2018/19 Adopted Budget. This decrease results from the anticipated allocation from HUD to SCHA for FY2019/20 based on current estimates for reimbursements in FY2018/19. The Housing Authority budget tracks the pass-through of the $2.2 million in Federal Revenue for section 8 housing programs for the unincorporated areas of Solano County and the cities of Rio Vista and Dixon. There is no County Contribution for this program.

Contracts

The FY2019/20 Recommended Budget includes a total of $2,200,000 or 100.0% in professional services which includes the following significant contracts:

- $2,200,000 for an existing agreement with City of Vacaville to serve as administrator of the Housing Authority program.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV FEDERAL	2,243,841	2,300,000	2,200,000	(100,000)	(4.3%)
TOTAL REVENUES	**2,243,841**	**2,300,000**	**2,200,000**	**(100,000)**	**(4.3%)**
APPROPRIATIONS					
SERVICES AND SUPPLIES	2,243,841	2,300,000	2,200,000	(100,000)	(4.3%)
TOTAL APPROPRIATIONS	**2,243,841**	**2,300,000**	**2,200,000**	**(100,000)**	**(4.3%)**
CHANGE IN FUND BALANCE	**0**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget. 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

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

FUNCTION AND RESPONSIBILITIES

When active, this fund served as a conduit for a $400,000 Community Development Block Grant from the California Department of Housing and Community Development (HCD) to provide a grant-funded program to offer technical assistance to microenterprise businesses. The program was administered with assistance of a sub-recipient agreement with the Solano Community College Small Business Development Center. The grant expired, and the program closed in March 2017 and is now inactive.

Under the Microenterprise Technical Assistance Program, existing and potential microenterprise businesses could receive training and counseling to grow their business. By definition, microenterprise means the business consists of five or fewer people. Technical assistance services were available to microenterprise businesses located in the unincorporated area of the County and the non-entitled communities of Benicia, Dixon, Rio Vista and Suisun City. The Microenterprise Loan Program provided businesses located in the unincorporated area of Solano County (and non-entitlement cities) with an opportunity to receive working capital to enhance the viability of their business. The program targeted businesses that were either owned by or employed residents who earned 80% or less of the median family income in Solano County.

During initial implementation of this program it was discovered that the loans were not suited for businesses typically located in the unincorporated area, and that they are more geared to city “store front” businesses and designed to bring economic development into a specific, defined area. Also, the loan rates were no better than businesses could find in the open marketplace. This resulted in underutilization of the loans and this program. The Department worked closely with HCD to extend the time frame for implementation and to restructure the program so that the revenue previously allocated for loans could be used for technical assistance. This has resulted in this program being utilized by businesses located in the unincorporated area of Solano County and non-entitlement cities during the grant period.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The Microenterprise fund is inactive as a result of the expiration of the grant and the program is now closed.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents no change in revenues or appropriations when compared to the FY2019/20 Adopted Budget. There is no County Contribution for this program. As no future revenues or expenses are anticipated, this budget unit was closed in FY2018/19.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	6,384	0	0	0	0.0%
MISC REVENUE	0	2,809	0	(2,809)	(100.0%)
TOTAL REVENUES	**6,384**	**2,809**	**0**	**(2,809)**	**(100.0%)**
APPROPRIATIONS					
OTHER CHARGES	1,719	2,809	0	(2,809)	(100.0%)
TOTAL APPROPRIATIONS	**1,719**	**2,809**	**0**	**(2,809)**	**(100.0%)**
CHANGE IN FUND BALANCE	**(4,665)**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The program is responsible for distributing fine monies collected within the County from violation of Fish and Game laws and mitigation funds collected from settlements involving wetlands. Funds collected are distributed through a competitive grant process to local applicant organizations and agencies for the improvement of wildlife habitat and propagation, environmental education and wildlife rescue. Grant awards are distributed via the Fish and Wildlife Propagation Fund (FWPF) Grant Program and Suisun Marsh Specific Fund (SMSF) Grant Program. These programs are administered by the Department of Resource Management, Parks and Recreation Division. The Division solicits and receives grant applications and forwards them to the Solano County Park and Recreation Commission for evaluation. After evaluation, the Commission recommends grant awards to the Board of Supervisors for approval.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $345 or 17.1% in revenues and a decrease of $2,545 or 17.0% in appropriations when compared to the FY2018/19 Adopted Budget and a $10,029 decrease in the Fish and Wildlife Propagation Fund Balance.

Primary Funding Sources

The primary funding sources for the fund are fine monies collected within the County from violation of Fish and Game laws and mitigation funds collected from settlements involving wetlands. It is anticipated that revenues from Vehicle Code Fines will be $2,266 and interest income on the fund will be $100, which results in total revenue increase of $345 into the fund compared to the FY2018/19 Adopted Budget.

Primary Costs

The FY2019/20 Recommended Budget includes a $2,545 or 17.0% net decrease in appropriations primarily due to a decrease in Contribution to Non-County Agencies in grant awards for fish and wildlife projects. The FY2019/20 Recommended Budget includes $10,000 of available Fund Balance for grant awards. Additional increases and decreases in other operational expenses associated with postage and publicizing grant opportunities, and for Countywide Administrative Overhead, contribute nominally to the net decrease in expense.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9312 – Fund 012 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

An improved advertising strategy was implemented in FY2017/18 resulting in an increased number of applications being received during the competitive grant cycle. The Department intends to continue this strategy in FY2019/20 and expects to award $10,000 in grants for projects. The success in FY2018/19 and projected for FY2019/20 in awarding grants means that there may be insufficient funds in FY2020/21 to award to projects. If the Fund Balance is not sufficient in subsequent fiscal years, then the Department will need to refrain from opening the competitive grant cycle until the Fund Balance is increased to an amount that will allow for a successful grant cycle.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	4,258	1,921	2,266	345	18.0%
REVENUE FROM USE OF MONEY/PROP	567	100	100	0	0.0%
CHARGES FOR SERVICES	182	0	0	0	0.0%
TOTAL REVENUES	**5,007**	**2,021**	**2,366**	**345**	**17.1%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	277	435	327	(108)	(24.8%)
OTHER CHARGES	16,479	14,505	12,068	(2,437)	(16.8%)
TOTAL APPROPRIATIONS	**16,757**	**14,940**	**12,395**	**(2,545)**	**(17.0%)**
CHANGE IN FUND BALANCE	**11,750**	**12,919**	**10,029**	**(2,890)**	**(22.4%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DEPARTMENTAL PURPOSE

The Parks and Recreation Division is responsible for providing park services to the public at Solano County's four parks, Sandy Beach County Park, Lake Solano County Park, Belden's Landing Water Access Facility and Lynch Canyon Open Space Park.

FUNCTION AND RESPONSIBILITIES

The functions of the Parks and Recreation Division (Division) include ensuring high quality customer service and safety for park patrons, park revenue fee collection, park maintenance and repairs, and being responsible stewards of our parks' resources so the parks remain available for public use and enjoyment. The Division is responsible for public access, public safety and maintenance operations of three campgrounds, two picnic areas, one sand beach, two motorized and one small craft boat launches, two fishing piers, one trail access and staging area and the Lake Solano Nature Center. Additional responsibilities include ongoing cleaning and maintenance of over 200 acres of turf, landscaping, paved roads and parking lots, restrooms and shower buildings, a fishing pond, water wells, sewage systems, exhibits, and other park facilities, assets, and equipment.

The Division, with the assistance of two contracted volunteer coordinators, administers a Park Volunteer Program that provides camp hosts, tour docent environmental education programs and volunteer labor for trail and environmental restoration projects. The Division also manages contracts and ensures completion of work to improve fish and wildlife education and habitat restoration efforts awarded through the County's Fish and Wildlife Propagation Fund.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- A continued transition from tent camping to recreational vehicle (RV) use is resulting in increased demand for electricity, water, and RV dump station use at Lake Solano Park and Sandy Beach Park. This transition has caused dramatic cost increases for providing these services and the division continues to adapt to meet these demands. In late FY2018/19 an automated pay dump station was installed at the Sandy Beach Park dump station in an attempt to allow campers adequate sanitation services while promoting water conservation to stabilize the increasing vault pump-out costs. Electricity demands from current RV camping methods is also placing a burden on the electrical system in the Park's campgrounds. The Department will continue to explore possible methods to upgrade the electrical system in a portion of the campgrounds during this and subsequent fiscal years.
- Maintaining adequate staffing levels to maintain operations continues to be a challenge. The Park and Recreation Division's operational model is based on six permanent ranger staff being supported by up to nine Park Aides, which is intended to allow parks' staffing to expand and contract to efficiently meet seasonal use demands. Use trends in recent years has resulted in extending high use periods into historically lower use, off-peak season periods, placing demands on existing permanent ranger staff as the number of seasonal extra-help staff is reduced. At the same time, in recent years Parks has been struggling with retaining seasonal and year-round extra-help staff, scheduling anticipated vacations and other unanticipated, but approved, leaves for permanent ranger staff during historically slow periods that are now equally busy, and dealing with vacancies and recruitments due to resignation or retirement of some permanent ranger staff. At issue is not just the number of staff, but staff classifications, as the Department attempts to maintain operations given the increases in year-round public use, which has escalated during periods of staffing shortages. The Department will continue to evaluate its staffing model during FY2019/20 to determine recommended changes should these staffing issues and use trends continue.
- Belden's Landing received significant asset damage as a result of the Branscombe Fire in October 2018 which quickly moved into the park, burning vegetation, landscaping and melting a significant portion of the fishing pier. Efforts are currently underway to coordinate repairs to the pier and return user access to this much utilized fishing access.

Accomplishments:

- The Division's Park Volunteer Program provided over 50 public outreach events (guided tours and special events) during FY2018/19 at Lake Solano Park and Lynch Canyon Open Space Park and Sandy Beach, most of which were organized by two contracted volunteer coordinators and run by public volunteers. Volunteers contributed over 350 hours of their time. This included performing stewardship work, such as native vegetation planting, trail improvements, and organized community cleanup events at the parks, and acting as volunteer Camp Hosts at the Sandy Beach and Lake Solano

campgrounds. The parks continue to utilize and develop new volunteers to perform restoration project work and maintain and build education programs to attract visitors.

- Coordination efforts with partners such as Solano Resource Conservation District, Putah Creek Council, the Bureau of Reclamation, Yocha Dehe Wintun Nation, Suisun Resource Conservation District and California State Fish and Wildlife have been underway this year for much needed habitat restoration grant opportunities at Lake Solano Park and Beldens Landing Water Access Facility grant applications are in process as of Midyear Budget projections.

WORKLOAD INDICATORS

- During the period of July 1, 2017 through June 30, 2018, an estimated 219,920 visitors were served at the County Parks, which is a 14.3% increase over the 192,375 visitors during the same period the prior year (FY2016/17). This equates to 36,653 park visitors per permanent ranger position. This level of interaction with the public occurs in conjunction with performing park asset maintenance, cleaning, project coordination and working with our partners.
- In FY2018/19, the Division maintained visitor use levels consistent with the prior three years' growth pattern for use, and at Midyear achieved 50% of the record FY2017/18 Recreation Services revenues, with an expectation of matching or exceeding the record level of visitor usage established in FY2017/18.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $167,317 or 9.6% in revenues and an increase of $51,295 or 2.8% in appropriations when compared to FY2018/19 Adopted Budget. As a result, the General Fund Contribution is increased by $105,140 and the Parks Fund Balance is not changed.

Primary Funding Sources

The primary funding sources for Parks are fees charged for services, property tax revenues and ABX1 26 pass-through revenues (formerly redevelopment pass-through revenues), with the remaining funding coming from the General Fund and grants.

For FY2019/20 the net increase in revenues are primarily due to the following:

- Revenue from Taxes, including property taxes and ABX1 26 pass-through revenues, of $778,609 show a net increase of $40,092.
- Use of Money and Property revenue of $17,852 is an increase of $890 due to boat storage rentals at Sandy Beach Park and kayak and canoe rentals at Lake Solano increasing to past trends.
- Intergovernmental Revenues of $8,635 to increase by $419 to follow five year tends for revenue from Fish and Game citations, Homeowners Property tax relief and State Off Highway motor vehicle use.
- Charges for Service of $619,786 expected to increase by $20,576 as recreation fees from visitor use such as camping, day use and boat launch fees levels are projected to continue to follow the prior four-year use patterns.
- Miscellaneous Revenues of $8,000 is expected to increase by $200 as the revenue from donations and contributions and firewood sales in the campgrounds are projected to increase for FY2019/20 due to expected reduction in campfire restrictions at Lake Solano during Peak Season.
- Other Financing Sources of $471,248 is increasing by $105,140 from the General Fund Contribution that will be utilized to offset park operation costs.

Primary Costs

The FY2019/20 Recommended Budget Includes a $51,295 or 2.8% net increase in appropriations due to the following:

- Salary and Benefits of $902,436 are increasing by $5,025 due to increases in compensation insurance, retirement, and other Salaries and Employee Benefit costs for regular and extra-help staff being partially offset by a decrease in health insurance costs due to the current plan selections by staff.

- Services and Supplies of $713,003 represent a net increase of $12,833 primarily due to increased costs in Liability Insurance, Central Data Processing, Household Expense, Other Professional Services and County Garage Services offset by decreases in Maintenance and Building Improvements, Insurance – Risk Management, Computer Components less than $1,500 and Education and Training.
- Other Charges of $282,234 has a net increase of $33,459 resulting from increased costs for Countywide and Departmental Administrative Overhead and for assistance by Sheriff's Office personnel with patrolling the parks and with recruitments.
- Other Financing Uses of $7,257 has a decrease of $72 from reduction in the Pension Obligation Bond rate.

Contracts

None requiring Board action.

Fixed Assets

None.

See related Budget Unit 9316 – Fund 016 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

The Parks Recommended Budget continues the Division's current initiatives to maintain quality park facilities, ensure correct staffing levels to meet public demands for park operating hours and a 365-day per year schedule, expand public outreach and promotional efforts to improve revenues, and enhance park stewardship and environmental education by working with our partners.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	728,258	738,517	778,609	40,092	5.4%
FINES, FORFEITURES, & PENALTY	620	800	800	0	0.0%
REVENUE FROM USE OF MONEY/PROP	17,274	16,962	17,852	890	5.2%
INTERGOVERNMENTAL REV STATE	8,322	8,216	8,318	102	1.2%
INTERGOVERNMENTAL REV FEDERAL	(4,836)	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	317	0	317	317	0.0%
CHARGES FOR SERVICES	645,180	599,210	619,786	20,576	3.4%
MISC REVENUE	4,667	7,800	8,000	200	2.6%
OTHER FINANCING SOURCES	6,033	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	266,889	366,108	471,248	105,140	28.7%
TOTAL REVENUES	**1,672,723**	**1,737,613**	**1,904,930**	**167,317**	**9.6%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	792,757	897,411	902,436	5,025	0.6%
SERVICES AND SUPPLIES	613,474	700,120	713,003	12,883	1.8%
OTHER CHARGES	244,160	248,775	282,234	33,459	13.4%
F/A EQUIPMENT	12,829	0	0	0	0.0%
OTHER FINANCING USES	20,487	7,329	7,257	(72)	(1.0%)
TOTAL APPROPRIATIONS	**1,683,707**	**1,853,635**	**1,904,930**	**51,295**	**2.8%**
CHANGE IN FUND BALANCE	**10,984**	**116,022**	**0**	**(116,022)**	**(100.0%)**

STAFFING					
PARKS & RECREATION	7	7	7	0	0.0%
TOTAL STAFFING	**7**	**7**	**7**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Transfers-In County Contributions is increasing by $105,140 General Fund Contribution to offset general operational costs for the parks.

- Revenue from Taxes is anticipated to increase by $40,092 based on current projections from property and other taxes.
- Other Charges has a net increase of $33,194 primarily as the result of increases in Countywide Administrative Overhead, Departmental Administrative Overhead, and services provided by the Sheriff's Office for park security patrols, dispatch services, and Livescan processing for volunteers and park aides.
- The Department is projecting an increase of $20,576 from the previous year in recreation fees to be collected from visitor use, such as those for camping, day use and boat launch. This increase corresponds with increasing trends in park use seen the past four fiscal years and is now being realized in the Recommended Budget as this higher trend in use is consistently occurring and does not appear to be a short-term spike in use.
- Maintenance Buildings and Improvements expenses decreased by $19,081 from completion of one-time project work associated with parking lot resurfacing, drinking water well repairs and the installation of the stand-alone SaniStar Automated Dump Fee Collection System at Sandy Beach in FY2018/19.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Department continues its involvement in evaluating possible formation of a Regional Parks and Open Space District. Funding and staffing for this effort is shared with Resource Management (BU 2910), which utilizes Planning Division staff and contracts in this endeavor. The Parks Manager will continue to be involved and the Parks Fund has allocated $50,000 towards professional services in FY2019/20 to support this process.

Current use of the Parks has been at or near record levels, providing improved recreational revenue to offset park operation costs. This is tempered by the fact that labor costs and costs associated with providing services to more parks visitors have increased. The Department will continue to evaluate staffing options and operational cost control measures that maintains availability of the parks to the public and provides quality parks experiences, while controlling costs.

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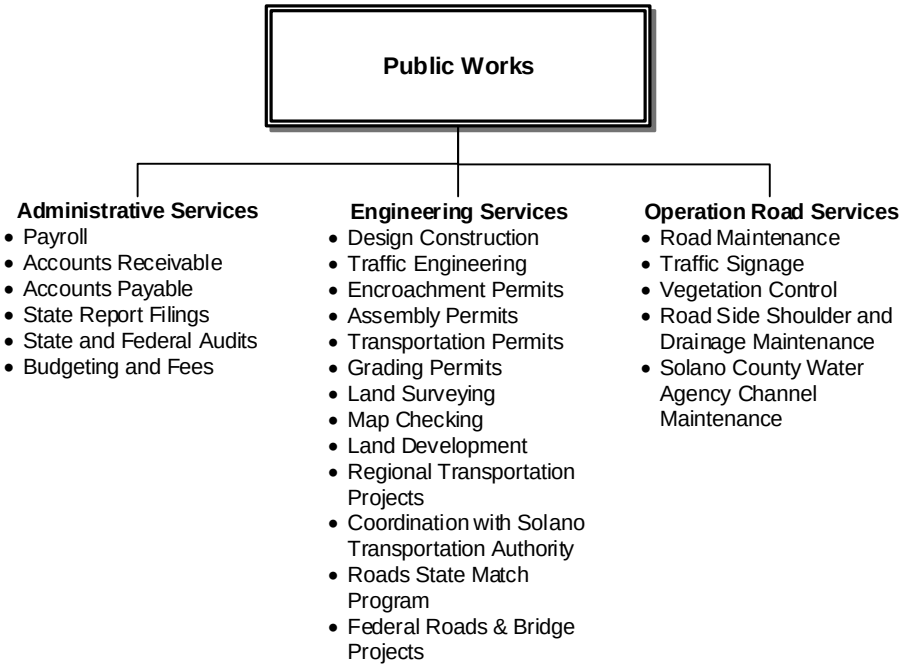


DEPARTMENTAL PURPOSE

Public Works is responsible for providing and maintaining a safe, reliable roadway network and associated infrastructure in unincorporated Solano County for the benefit of the traveling public.

Budget Summary:	
FY2018/19 Midyear Projection:	24,948,982
FY2019/20 Recommended:	29,337,174
County General Fund Contribution:	37,000
Percent County General Fund Supported:	0.1%
Total Employees (FTEs):	71

FUNCTION AND RESPONSIBILITIES

The Public Works Budget of the Department of Resource Management consists of two organizational Divisions – Operations and Engineering. These units receive general direction from the Director of Resource Management, have administrative authority over the unincorporated areas of the County, and provide a variety of legally mandated and non-mandated programs and services as summarized below:

Public Works Operations' primary responsibilities are to:

- Maintain 577 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 rights-of-way.
- Perform maintenance work on road, airport, parking lot, and drainage facilities for County departments and other agencies on a reimbursable basis.
- Maintain 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).
- Provide traffic engineering services, including traffic orders and signage.
- Issue various permits, including transportation, encroachment, grading and assembly permits.
- Provide engineering, surveying and construction work on road, airport, parking lot, and drainage facilities for County departments and other agencies on a reimbursable basis.
- Contract with local public agencies to maintain Solano County's three traffic signals.
- Contract with PG&E and local contractors to maintain Solano County's 590 existing street lights and install additional lights as needed. Costs are reimbursed from the Consolidated County Service Area budget.
- Administer the County's storm water pollution prevention program.

Federal Roads & Bridge Projects

The Federal Road and Bridge Projects Program tracks all the expenditures related to federally funded projects as well as federal reimbursements. Public Works Engineering uses the federal funds to pay for the replacement and rehabilitation of deficient bridges, the paving of federally eligible roads and the construction of road improvement projects. The funds come from a variety of federal programs and reimburse the County for project costs at a rate ranging from 80 to 100 percent, depending on the specific program.

Administrative Support

Administration supports the Divisions by handling incoming phone calls and inquiries, accounting, budgeting, payroll, recordkeeping, inventories, fees, State reporting, State and federal audits, imaging processing and retention schedules, and data processing information system operations.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Increased funding as a result of SB 1, while very positive overall, increases the necessity to deliver projects in a timely manner and mandates maintenance and safety improvements to the County's roads. A substantial increase in staff time is required to meet these new demands. Since the passage of SB 1 the Department has added three new Engineering positions (one in FY2017/18 and two in FY2018/19) and is requesting one additional Engineering position to meet the need for design, review and inspection of the increased road construction project demand occurring statewide. Public Works is requesting the addition of three new Operations positions to meet the SB 1 goals of improving the maintenance and safety of the County's roads.
- The cleanup of illegally dumped roadside solid waste continues to impact the availability of road crews for other road repair and maintenance projects and the Road Fund. Time spent on collecting and disposing of illegal dumping increased by 25% in FY2017/18 and then again in FY2018/19. Road Crews spent an average of 1,400 hours or 0.8 FTE in FY2016/17 removing illegally disposed waste from the roadway. This increased by 28.6% to 1,800 hours or 1.0 FTE in FY2017/18 and is increased again by 27.8% to 2,300 hours or 1.25 FTE in FY2018/19. 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 and initiating an inmate work program to assist with litter pick-up, overseen by the Sheriff's Office.
- Securing funding to rehabilitate and reconstruct the County's aging bridges is becoming more of a challenge. The federal bridge funding system is oversubscribed, with increased competition for funding. In addition, new roadside barrier standards make rehabilitating historic bridges more difficult. The County will continue to work with Caltrans to move forward with the Stevenson Road Bridge and Pleasants Valley Road Bridge projects and will work to secure funding for the Maine Prairie Road Bridge, Pedrick Road Bridge, and Bunker Station Road Bridge projects, all included in the Public Works Capital Improvement Plan.

Accomplishments:

- Maintained a pavement condition index of 81, which is an average of the County's road pavement conditions. This ranking places Solano County roads in the "very good" category and among the highest ranked jurisdictions in the Bay Area.
- Delivered a significant number of construction projects including construction at Cordelia Hills Sky Valley and Mankas Corner, completed permanent restoration work at Steiger Hill, Cantelow, and Gates Canyon, installed new guardrails at 22 locations to current safety standards, replaced guardrails damaged by car accidents at an additional 10 locations, applied 140 miles of thermoplastic striping on 99 roads, surfaced 28 miles of pavement on 55 roads, replaced 2 large culverts, widened, improved ditches, and overlaid new asphalt on Hay and Hawkins Roads.
- Performed design work for various large road projects, including Farrell Road intersection improvements, Porter Road widening, and Timm Road improvements.

WORKLOAD INDICATORS

During the period of July 1, 2018 – June 30, 2019 Public Works:

- Operations chip-sealed 28 miles on 31 County roads to extend the life of the paved surfaces.
- Engineering staff completed work on 6 moderate to large sized road improvement projects.
- Engineering staff worked on the design, environmental review, construction inspection, and right-of-way acquisition of 8 additional road projects.
- Engineering staff processed 135 encroachment permits, 40 grading permits, 385 single transportation permits, 90 annual transportation permits, 40 record of surveys, and reviewed 60 land use permits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ROADS STATE MATCH PROGRAM	100,000	0	0	0	0.0%
FEDERAL ROADS & BRIDGE PROJECTS	2,455,381	4,011,793	0	(4,011,793)	(100.0%)
ENGINEERING SERVICES	2,502,661	1,188,988	8,005,471	6,816,483	573.3%
OPERATION ROAD SERVICES	822,767	719,209	661,439	(57,770)	(8.0%)
ADMINISTRATIVE SERVICES	11,065,155	15,970,743	18,097,836	2,127,093	13.3%
TOTAL REVENUES	**16,945,964**	**21,890,733**	**26,764,746**	**4,874,013**	**22.3%**
APPROPRIATIONS					
FEDERAL ROADS & BRIDGE PROJECTS	3,098,569	3,412,075	0	(3,412,075)	(100.0%)
ENGINEERING SERVICES	3,172,147	9,819,193	17,578,494	7,759,301	79.0%
OPERATION ROAD SERVICES	6,896,123	8,999,918	9,819,478	819,560	9.1%
ADMINISTRATIVE SERVICES	2,256,998	1,731,994	1,939,202	207,208	12.0%
TOTAL APPROPRIATIONS	**15,423,837**	**23,963,180**	**29,337,174**	**5,373,994**	**22.4%**
NET CHANGE					
ROADS STATE MATCH PROGRAM	(100,000)	0	0	0	0.0%
FEDERAL ROADS & BRIDGE PROJECTS	643,188	(599,718)	0	599,718	(100.0%)
ENGINEERING SERVICES	669,486	8,630,205	9,573,023	942,818	10.9%
OPERATION ROAD SERVICES	6,073,356	8,280,709	9,158,039	877,330	10.6%
ADMINISTRATIVE SERVICES	(8,808,157)	(14,238,749)	(16,158,634)	(1,919,885)	13.5%
NET CHANGE	**(1,522,127)**	**2,072,447**	**2,572,428**	**499,981**	**24.1%**

	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
STAFFING					
ROADS STATE MATCH PROGRAM	0	0	0	0.0	0.0%
FEDERAL ROADS & BRIDGE PROJECTS	0	0	0	0.0	0.0%
ENGINEERING SERVICES	17	19	21	2.0	10.5%
OPERATION ROAD SERVICES	42	42	45	3.0	7.1%
ADMINISTRATIVE SERVICES	5	5	5	0.0	0.0%
TOTAL STAFFING	**64**	**66**	**71**	**5.0**	7.6%

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $4,874,013 or 22.3% in revenues and an increase of $5,373,994 or 22.4% in appropriations when compared to FY2018/19 Adopted Budget. As a result, the net Road Fund cost increased by $499,981 or 24.1%.

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. 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. There has been no adjustment for inflation since then, so the buying power of the funding has decreased substantially with time.

New HUTA represents Solano County's portion of the State's gas tax established in 2010, which prior to SB 1 was indexed on the price of gas and included an inflation index. However effective July 1, 2019, SB 1 eliminates the annual rate adjustment and resets 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 will increase by $1.9 million in FY2019/20 due to SB 1.

Passed into law in 2017, the Road Repair and Accountability Act, also known as SB 1, provides new revenues for maintenance, repairs, and safety improvements on California's roadways. Local agencies began receiving funding in early 2018, and the County is anticipating $6.7 million in revenue in FY2019/20 from the Road Maintenance and Rehabilitation Account (RMRA), a component of SB 1.

Public Works anticipates receiving a total of $9.7 million of HUTA funding and $6.7 million of RMRA revenue in FY2019/20 and $1.2 million in property taxes. Public Works also receives federal funding on a project specific reimbursement basis. In FY2019/20, $6.6 million in federal funding is anticipated.

The FY2019/20 Recommended Budget includes a $4,874,013 or 22.3% increase in revenues primarily due to the following:

- Taxes of $1,195,066 are increasing by $43,381 primarily from increases to Current Secured and Supplemental Secured resulting from increased property valuations.
- Licenses, Permits and Franchise Revenue of $244,600 is increasing by $11,213 from the anticipated level of grading, encroachment and other permitting work.
- Revenue from Use of Money and Property of $207,016 is increasing by $80,000 from increases in interest on the Road Fund.
- Intergovernmental Revenues of $23,885,763 are increasing by $5,074,894. This is primarily due to an increase in federal revenue of $3,670,091 for reimbursement of federally funded projects including Abernathy Road, Mankas Corner, Rockville Road, Stevenson Road Bridge, and Midway Road Overlay. Due to SB 1, the Highway Users Tax is increasing by $1,859,121 and the Road Maintenance and Rehabilitation Account is increasing by $105,872. Federal Other revenue is decreasing by $662,190 as all FEMA storm damage work was completed in FY2018/19. An increase of $102,000 in Other Governmental Agency work results from reimbursement by the City of Dixon for widening Porter Road.
- Charges for Services of $1,091,801 has an increase of $109,525 primarily due to a $55,677 increase in Interfund Services Provided by Public Works to the Building division for grading services and increased development requiring $20,000 more

in survey engineering services, along with a $37,049 increase for Departmental Administrative Overhead provided to the other Resource Management divisions.

- Other Financing Sources of $137,000 will decrease by $445,000 due mainly to a $390,000 decrease in Operating Transfers-In from Hay Road improvements being completed in FY2018/19 using Recology road damage fees transferred in from the Public Works Improvement Fund. The Sale of Nontaxable Fixed Assets will also decrease by $55,000 as Operations is only selling one piece of equipment at auction.

Primary Costs

The FY2019/20 Recommended Budget includes a $5,373,994 or 22.4% increase in appropriations due to the following:

- Salaries and Employee Benefits of $8,653,167 are increasing by $390,122 primarily from the addition of five new positions, partially offset by a significant decrease to workers compensation insurance. The new positions include the addition of one Senior Engineering Technician and one Senior Civil Engineer to assist with the survey, design and construction inspection of the expanding list of projects driven by new State revenue and the increasing land development services provided by Public Works. The Senior Civil Engineer was added at Midyear FY2018/19, while the Senior Engineering Technician is proposed to be added with this Recommended Budget, three additional Public Works Maintenance Workers are also recommended to handle increased maintenance and traffic control needs to meet the SB 1 goals for improving the maintenance and safety of the County's roads.
- Services and Supplies of $7,166,855 reflect an overall decrease of $32,684 due to increases and decreases in various operational expenditures. This includes decreases of $130,296 in Central Data Processing Services for Operations crews, a decrease of $97,538 in contracted services due to smaller maintenance projects, and a $40,905 decrease to Controlled Assets as few computers are due for replacement in FY2019/20. This is partially offset by an increase in Liability Insurance of $86,816 and County Garage Services of $49,233, both to support the Department's heavy and light equipment fleet, and an increase of $50,000 for a needs assessment of the corporation yard renovations.
- Other Charges of $1,183,529 are increasing by $184,852 primarily from an increase in Countywide Administrative Overhead.
- Fixed Assets of $12,184,575 are increasing by $4,944,075 primarily from increases to Construction in Progress attributed to improvements on Timm, McCormack, Azevedo, Suisun Valley, Campbell, and Abernathy Roads, Mankas Corner, Stevenson Road Bridge, increases for heavy and light equipment necessary for road maintenance activities, and installation of a modular office at the Rio Vista Corporation yard.
- Other Financing Uses of $149,048 is decreased by $112,371 as a net result of decreases in operating Transfers-Out for corporation yard maintenance offset with increases for the purchase of a construction inspection vehicle and a pickup truck for the road crew.

Contracts

The FY2019/20 Recommended Budget includes a total of $13,540,848 or 46.2% in contracted service which includes the following significant contracts:

Non-Federal public works contracts

- $1,600,000 Timm Road Improvements
- $1,500,000 McCormack Road Phase I
- $1,242,780 Rubberized Chip Seal Project
- $1,200,000 Cantelow Culvert Replacements
- $722,015 Microsurfacing Project
- $400,000 Azevedo Road Improvements
- $300,000 Suisun Valley Road Bike and Pedestrian Improvements

- $290,000 Campbell Road Shoulder Widening
- $100,000 Guardrail Repairs

Federally funded contracts

- $3,422,386 Stevenson Road Bridge
- $1,200,000 Abernathy Road Bike and Pedestrian Improvements
- $640,000 Midway Road Overlay Project
- $452,677 Rockville Road Pavement Overlays
- $360,000 Mankas Corner Road Bike and Pedestrian Improvements

Fixed Assets

- $500,000 Vactor Truck to clear liquids, sludge, silt, and solids from culverts and storm drains.
- $350,000 Street Sweeper to clear the roads of aggregate, leaves, and debris.
- $80,000 Brush Chipper to chip branches and brush for vegetation management.
- $19,000 Data Collectors to locate and map non-pavement assets and provide field-based inspection criteria.
- $11,000 Light Kit to illuminate the roadway during after hour/emergency work.
- $10,000 Steel Trench Plates to provide a non-skid surface to cover trenches and sink holes during emergency work.
- $10,000 Truck Mounted Message Board for traffic control.
- $7,500 Herbicide Tank Sprayer for herbicide application.

See related Budget Unit 9401 - Fund 101 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

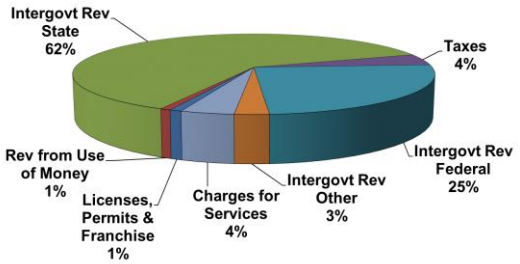
Due to the passage of the Road Repair and Accountability Act (SB 1), State revenue to the Road Fund has doubled since FY2017/18. This allows the Department to significantly increase its project road work to address road maintenance and safety needs. The projects must be included in the FY2019/20 Budget in order to facilitate obtaining the required SB 1 revenue. The addition of staff is included in the Recommended Budget to manage the increased project delivery schedule and increased maintenance and safety goals driven by SB 1 requirements.

In addition to road and bridge repair, the County began focusing on its culvert system in FY2018/19, implementing the Culvert Inventory Project to establish a framework for inspecting and assessing the remaining life of concrete box culverts. The County has a large inventory of aging culverts that will need replacement, and this inspection process will aid in prioritizing these culvert projects.

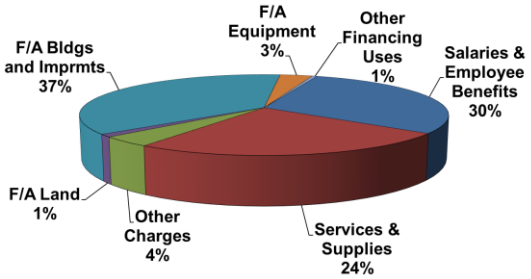
In FY2019/20, the Department will also focus on traffic engineering, evaluating speed limits, updating the traffic volume database, and taking inventory of the County's traffic signs. Public Works will implement an infrastructure asset management program to better track the age, condition, and replacement schedule of traffic-related assets. Similarly, Engineering is expanding its GIS database of culverts, bridges, roads, signs, street lights, and traffic signals, tracking their location, condition, size, and material type. This will assist with infrastructure needs assessments and help with planning for future projects.

Public Works owns corporation yards in Fairfield, Vacaville, Rio Vista, and Dixon. The buildings at these locations were constructed in the 1950s and 1960s and have not undergone major renovations since originally constructed. These aging facilities will need to be replaced or renovated in the near future. The Requested Budget includes a modular trailer to replace the office space at the Rio Vista corporation yard, as the staff have outgrown the facilities, and the building is in need of immediate repair. The Fairfield corporation yard houses Fleet's heavy equipment shop, which is also outdated, small, and will require replacement or major renovation 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.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	1,084,754	1,151,685	1,195,066	43,381	3.8%
LICENSES, PERMITS & FRANCHISE	240,528	233,387	244,600	11,213	4.8%
FINES, FORFEITURES, & PENALTY	20,402	0	0	0	0.0%
REVENUE FROM USE OF MONEY/PROP	154,641	127,016	207,016	80,000	63.0%
INTERGOVERNMENTAL REV STATE	9,965,544	14,599,076	16,564,069	1,964,993	13.5%
INTERGOVERNMENTAL REV FEDERAL	1,904,417	3,613,793	6,621,694	3,007,901	83.2%
INTERGOVERNMENTAL REV OTHER	671,450	598,000	700,000	102,000	17.1%
CHARGES FOR SERVICES	1,045,117	982,276	1,091,801	109,525	11.2%
MISC REVENUE	5,286	3,500	3,500	0	0.0%
OTHER FINANCING SOURCES	1,850,660	582,000	137,000	(445,000)	(76.5%)
GENERAL FUND CONTRIBUTION	3,164	0	0	0	0.0%
TOTAL REVENUES	**16,945,965**	**21,890,733**	**26,764,746**	**4,874,013**	**22.3%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	6,864,369	8,263,045	8,653,167	390,122	4.7%
SERVICES AND SUPPLIES	4,661,539	7,199,539	7,166,855	(32,684)	(0.5%)
OTHER CHARGES	942,821	998,677	1,183,529	184,852	18.5%
F/A LAND	0	288,000	324,689	36,689	12.7%
F/A BLDGS AND IMPRMTS	1,883,783	6,070,000	10,872,386	4,802,386	79.1%
F/A EQUIPMENT	762,179	882,500	987,500	105,000	11.9%
OTHER FINANCING USES	309,147	261,419	149,048	(112,371)	(43.0%)
TOTAL APPROPRIATIONS	**15,423,838**	**23,963,180**	**29,337,174**	**5,373,994**	**22.4%**
NET CHANGE	**(1,522,127)**	**2,072,447**	**2,572,428**	**499,981**	**24.1%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Revenue from the State for road construction and improvement projects is increasing by $1,964,993 due to the passage of SB 1.
- Federal revenue is increasing by $3,670,091 as a result of an increase in federally funded projects.
- The addition of five new positions to meet the demands of an increased project load and increased maintenance and safety requirements will result in an increased cost of $601,269 for Salaries and Employee Benefits, supplies and equipment.
- Construction contracts will increase by $4,202,386 due to a significantly increased project load.

- Installation of a modular unit at the Rio Vista Corporation Yard as the first step in addressing aging facilities will increase buildings and improvements costs by $600,000.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below:

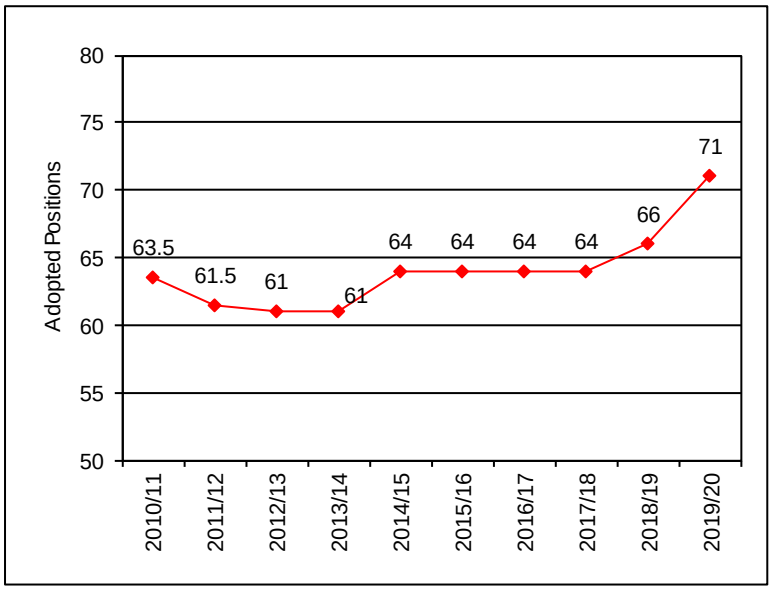
On February 26, 2019 as part of the Midyear Budget Report the Board approved the following position change:

- Added 1.0 FTE Senior Civil Engineer to assist with the design and construction inspection of the expanding list of projects driven by the new State revenues and to assist with increasing land development review services.

The FY2019/20 Recommended Budget includes the following position changes:

- Add 1.0 FTE Senior Engineering Technician to assist with the construction inspection of the new project work in the expanded Capital Improvement Plan.
- Add 3.0 FTE Public Works Maintenance Workers to handle increased maintenance and traffic control needs to meet the SB 1 goals of improving the maintenance and safety of the County's roads.
- Convert 1.0 FTE Limited Term Engineering Technician to 1.0 FTE Engineering Technician regular permanent status as workload demands for project delivery create a need to maintain this position on a regular basis.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

In 2017 the Road Repair and Accountability Act (SB 1) increased several transportation related taxes and fees to improve the condition of California's roads. This new transportation funding bill doubled the County's gas tax revenues in FY2018/19 and will provide almost $2 million additional revenue in FY2019/20. Last year a ballot measure to repeal the new gas tax (Proposition 6) was included in the November 2018 statewide election. Proposition 6 did not pass, only receiving 43% of votes. With 57% of voters choosing not to repeal the gas tax, the future of SB 1 revenue appeared to be secure. However, the Governor's recent proposal to potentially tie city and County formula funds from SB 1's Road Maintenance and Rehabilitation Account to housing development could affect future transportation funding if this proposal becomes legislation.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
3030 REGIONAL TRANSPORTATION PROJ	0	15,621	19,000	3,379	21.6%
3020 PUBLIC WORKS IMPROVEMENT	537,634	550,236	550,000	(236)	(0.0%)
APPROPRIATIONS					
3030 REGIONAL TRANSPORTATION PROJ	16,056	15,621	19,000	3,379	21.6%
3020 PUBLIC WORKS IMPROVEMENT	1,588,570	475,000	85,000	(390,000)	(82.1%)
NET CHANGE					
3030 REGIONAL TRANSPORTATION PROJ	16,056	0	0	0	0.0%
3020 PUBLIC WORKS IMPROVEMENT	1,050,936	(75,236)	(465,000)	(389,764)	518.1%

A summary of the budgets administered by the Public Works Department is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

This Budget tracks funds for regional transportation projects. Regional transportation projects typically consist of local roads that provide major points of access to the State highway system or provide regional connections between communities and key transportation facilities. The Public Works Engineering Division of the Department of Resource Management typically represents the County in the planning and implementation of such projects, many of which are coordinated with the Solano Transportation Authority (STA).

In FY2006/07, the Board of Supervisors approved a loan of up to $3 million from the General Fund to support regional transportation projects, with the goal of repaying the loan with future transportation impact fees. The current loan outstanding balance as of June 30, 2019 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 as a means to address the impact of growth on the County regional road system. The transportation fee has two parts: The first part, Part A, of the fee is designed to generate fair-share funding from new development to recover County debt service obligations on the Vanden Road segment of the Jepson Parkway and Suisun Parkway in the unincorporated area. The second part, Part B, is the Regional Transportation Impact Fee (RTIF), which was included at the request of the Solano Transportation Authority (STA), in consultation with the STA's RTIF Policy Committee, composed of the seven City Managers, the Mayors, County Administrator, and one County Supervisor. The County will receive approximately five (5) percent of all RTIF fee revenue for County road projects. This revenue is reflected in the Public Facilities Fund (Fund 296).

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $3,379 or 21.6% in revenues and an increase of $3,379 or 21.6% in appropriations when compared to the FY2018/19 Adopted Budget, which represents long-term debt proceeds and the interest payment towards the debt.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
OTHER FINANCING SOURCES	0	15,621	19,000	3,379	21.6%
TOTAL REVENUES	**0**	**15,621**	**19,000**	**3,379**	**21.6%**
APPROPRIATIONS					
OTHER CHARGES	16,057	15,621	19,000	3,379	21.6%
TOTAL APPROPRIATIONS	**16,057**	**15,621**	**19,000**	**3,379**	**21.6%**
NET CHANGE	**16,057**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

There are currently no new projects planned for FY2019/20.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

FUNCTION AND RESPONSIBILITIES

The Public Works Improvement Fund Budget exists to fund the construction of roads and other public works improvements in certain areas of the County. Property owners who make an application to develop their property, such as a subdivision or building permit, are required in some locations to pay for road improvements. The payments are placed in this fund as a holding account until the road improvements are made, at which time the funds are used to reimburse the actual cost of the work performed. The improvements are restricted to the area where the property development occurred. The largest sources of such payments are the English Hills Zone of Benefit, Green Valley Zone of Benefit, and the Recology Hay Road, Road Damage Agreement. The work is performed by Public Works Division employees on a reimbursable basis.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $236 or 0.0% in revenues and a decrease of $390,000 or 82.1% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The primary funding sources include: $475,000 in impact fees from Recology Hay Road, Road Damage Agreement and $70,000 in impact fees from the English Hills Zone of Benefit area, resulting in a decrease of $1,667 or 2.3% from the prior year due to a reduction in home construction, resulting in less impact fee revenue.

Primary Costs

The primary costs include $85,000 in Operating Transfers to the Road Fund to help cover expenses for bike and pedestrian improvements on Suisun Valley Road in the Green Valley Zone of Benefit. No projects are scheduled for the English Hills Zone of Benefit area.

Contracts

None.

Fixed Assets

None.

See related Budget Unit 9122 - Fund 278 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	19,279	3,569	5,000	1,431	40.1%
CHARGES FOR SERVICES	475,626	475,000	475,000	0	0.0%
MISC REVENUE	42,729	71,667	70,000	(1,667)	(2.3%)
TOTAL REVENUES	**537,634**	**550,236**	**550,000**	**(236)**	**(0.0%)**
APPROPRIATIONS					
OTHER FINANCING USES	1,588,570	475,000	85,000	(390,000)	(82.1%)
TOTAL APPROPRIATIONS	**1,588,570**	**475,000**	**85,000**	**(390,000)**	**(82.1%)**
NET CHANGE	**1,050,936**	**(75,236)**	**(465,000)**	**(389,764)**	**518.1%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

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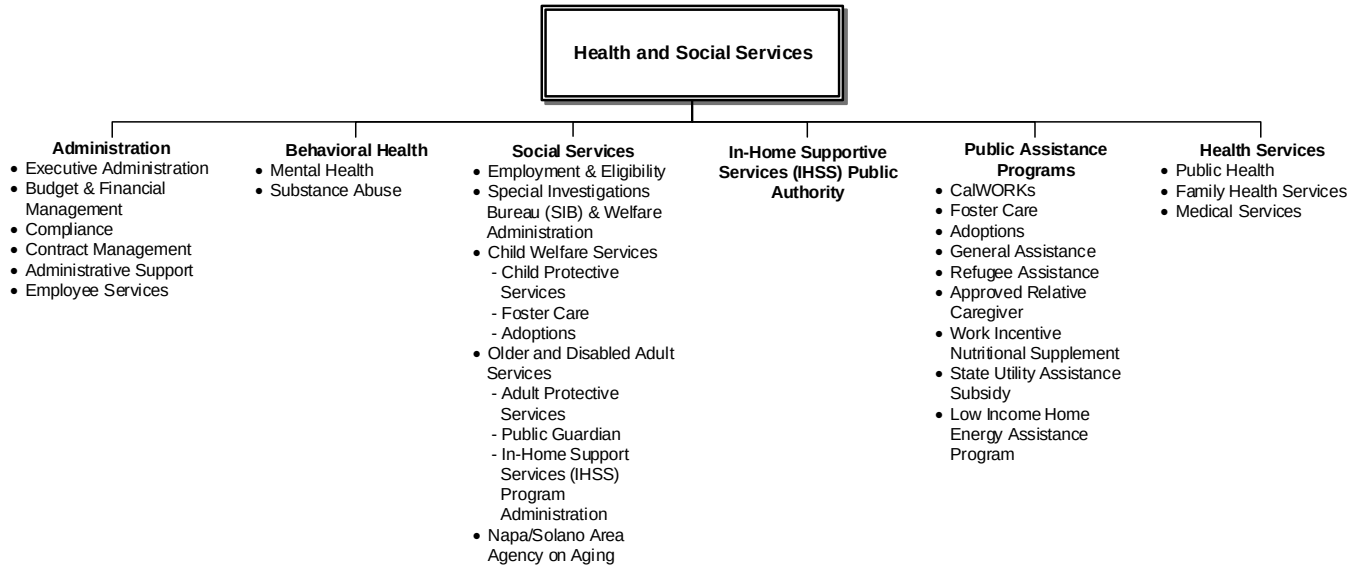


DEPARTMENTAL PURPOSE

The Department of Health and Social Services (H&SS) provides cost-effective services that promote self-reliance and safeguard the physical, emotional and social well-being of the residents of Solano County. The Department administers Health, Mental Health, and Social Service programs that counties are mandated to provide under State and federal law.

Budget Summary:	
FY2018/19 Midyear Projection:	324,376,985
FY2019/20 Recommended:	346,621,764
County General Fund Contribution:	20,352,749
Percent County General Fund Supported:	5.9%
Total Employees (FTEs):	1,306.65

FUNCTION AND RESPONSIBILITIES

H&SS is functionally divided into six divisions: Administration, Behavioral Health, Social Services, In-Home Supportive Services (IHSS) – Public Authority, Public Assistance Programs, and Health Services.

Administration (BU 7501) provides day-to-day executive management and direction, budget and fiscal management, compliance activities, contract management, payroll, recruitment, and departmental training.

Behavioral Health Services (BU 7780) includes the Mental Health Plan and Substance Abuse Programs. The Division provides treatment, case management, rehabilitation, and community support services to seriously emotionally disturbed youth and mentally ill adults. The programs include emergency psychiatric services and involuntary hospitalizations. Proposition 63, the Mental Health Services Act (MHSA) (See glossary for definition), provides a large portion of the funds for intensive case management for high-risk clients and funds a variety of early intervention and prevention services, information technology projects to assist with this work, and supportive housing. The Substance Abuse program provides assessment and authorizations for treatment services which are provided by a number of community-based organizations, and prevention, intervention, and recovery services to combat alcoholism and other drug addictions and support the work of Drug Courts and the Veterans' Court.

Social Services (BU 7680) includes Employment and Eligibility Services, Welfare Administration, Child Welfare Services, and Older and Disabled Adult Services (ODAS) which includes the Public Guardian's Office, 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.

ODAS focuses on comprehensive, integrated assistance for older and disabled adults, including domestic and personal in-home care services (In-Home Supportive Services (IHSS)), the investigation and prevention of elder abuse and neglect, and assistance accessing Medi-Cal (See glossary for definition), CalFresh (See glossary for definition) and cash assistance programs. ODAS IHSS staff provide coordinated case management services which include program eligibility, intake assessments, annual reassessments, community referral resources, payroll assistance, and referrals to the IHSS Public Authority - Administration for recipient – provider matching services. The Public Guardian's Office serves as the County's guardian/conservator. Appointed by the Courts for individuals who are unable to care for themselves and/or manage their own affairs, the Public Guardian also serves as the Public Administrator when the decedent has no next of kin. The Public Administrator directs the disposition of remains and decedents' estate, as needed. ODAS integrated under the Public Health Division in 2015.

In September 2018, the California Department of Aging (CDA) designated Solano County as the lead agency for the Napa/Solano AAA for PSA 28. ODAS provides program management and administrative support to the AAA.

IHSS Public Authority-Administration (BU 7690) includes H&SS staff and operating expenditures needed to fulfill the requirements for administering the IHSS Public Authority responsibility under a Memorandum of Understanding with the IHSS Public Authority Board (provider payments are not included in the County Budget; wages are paid directly to the provider by the State).

Public Assistance Programs (BU 7900) 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 program eligibility. CalFresh (food subsidy) benefits are issued directly to the recipient via a debit card from the State; thus, these costs are not included in the County budget.

Health Services (BU 7880) includes Public Health, Family Health Services, and Medical Services. The Public Health Division provides mandated community health services to promote a healthy environment for all County residents. The services include support to Public Health Laboratory testing, Public Health Nursing and home visiting, Communicable Disease surveillance, Maternal, Child and Adolescent Health programs, and Emergency Medical Services (EMS). Family Health Services operates three primary care clinics and a pediatric clinic, three dental clinics, dental services at Women, Infant, and Children (WIC) clinics, as well as mobile dental and mobile primary care services to underserved populations in areas of the County. The Medical Services budget provides funds for the County's medically indigent adult services through participation in the County Medical Services Program (CMSP).

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION DIVISION	3,509,637	8,487,964	2,414,027	(6,073,937)	(71.6%)
BEHAVIORAL HEALTH DIVISION	76,665,277	90,162,812	99,619,092	9,456,280	10.5%
SOCIAL SERVICES DIVISION	101,136,996	111,447,544	113,852,347	2,404,803	2.2%
IHSS - PA ADMINISTRATION	11,504,044	978,896	959,101	(19,795)	(2.0%)
PUBLIC ASSISTANCE PROGRAMS	49,397,628	47,937,233	52,749,867	4,812,634	10.0%
HEALTH SERVICES DIVISION	85,188,753	75,884,771	78,382,576	2,497,805	3.3%
TOTAL REVENUES	**327,402,335**	**334,899,220**	**347,977,010**	**13,077,790**	**3.9%**
APPROPRIATIONS					
ADMINISTRATION DIVISION	3,580,781	4,487,964	2,414,027	(2,073,937)	(46.2%)
BEHAVIORAL HEALTH DIVISION	77,948,168	90,162,812	99,619,092	9,456,280	10.5%
SOCIAL SERVICES DIVISION	101,152,697	111,447,544	113,852,347	2,404,803	2.2%
IHSS - PA ADMINISTRATION	11,504,600	978,896	959,101	(19,795)	(2.0%)
PUBLIC ASSISTANCE PROGRAMS	49,397,628	47,937,233	52,749,867	4,812,634	10.0%
HEALTH SERVICES DIVISION	74,982,300	73,209,755	77,027,330	3,817,575	5.2%
TOTAL APPROPRIATIONS	**318,566,174**	**328,224,204**	**346,621,764**	**18,397,560**	**5.6%**
NET CHANGE	**(8,836,160)**	**(6,675,016)**	**(1,355,246)**	**5,319,770**	**(79.7%)**

STAFFING					
ADMINISTRATION DIVISION	96.00	95.00	98.00	3.00	3.2%
BEHAVIORAL HEALTH DIVISION	205.70	206.00	216.25	10.25	5.0%
SOCIAL SERVICES DIVISION	686.25	652.75	654.75	2.00	0.3%
IHSS - PA ADMINISTRATION	6.00	5.00	5.00	0.00	0.0%
PUBLIC ASSISTANCE PROGRAMS	0.00	0.00	0.00	0.00	0.0%
HEALTH SERVICES DIVISION	332.40	329.50	332.65	3.15	1.0%
TOTAL STAFFING	**1,326.35**	**1,288.25**	**1,306.65**	**18.40**	**1.4%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $13,077,790 or 3.9% in revenues, which includes a County General Fund Contribution, and an increase of $18,397,560 or 5.6% in appropriations when compared to the FY2018/19 Adopted Budget, excluding the transfers to or from reserves. The General Fund Contribution of $20,352,749 decreased by $4,659,681 or 18.6% primarily due to the one-time receipt and designation of SB 90 claim payments from the State in FY2018/19 offset by increases in the County's share of cost for the IHSS MOE (Administration), CalFresh and the SSI advocacy programs.

Primary Funding Sources

The primary funding sources for H&SS are federal and State Program revenues of approximately $174.1 million (50% of total); 1991 Realignment (See glossary for definition) - $54.6 million; 2011 Public Safety Realignment (See glossary for definition) - $39.1 million; and Charges for Services estimated at $26.4 million in reimbursements for services. The County General Fund Contribution of $20.4 represents 5.9% of H&SS funding and includes the required local (County) maintenance of effort (MOE) for several State and federal program areas.

Program Revenue

Program revenues are earned primarily by two methods. The first method is through reimbursement for actual costs from State and federal governments based upon time studies in which staff document hours worked in each program/activity, cost reports, or other methods of documenting actual program costs. The second method is through fee for service revenue as a result of billing various third-party payers, primarily Medi-Cal, on either a unit-of-service basis, a capitated payment, or a per-visit payment.

County overhead and departmental administrative costs are distributed to all programs in H&SS and are included in each program's budget. The administrative costs include fixed operational expenses such as: utilities, Department of Information Technology (DoIT), and Countywide Administrative Overhead charges that are incorporated into the Department's federal/State claims for cost reimbursement and are used in calculating H&SS billing rates paid by third parties. As a result, the majority of revenues received by H&SS include reimbursement for both the direct costs associated with the individual employee providing

specific service as well as departmental administrative costs and direct charges from other County departments providing support services to H&SS. In FY2019/20, direct charges from other County departments plus Countywide Administrative Overhead total $24.7 million of which 94.1%, or approximately $23.3 million, in federal and State funds are used to offset the County General Fund costs for various County central service departments.

The State Budget Act of 2011 included a major realignment of public safety programs from the State to local governments and the majority of human services programs receiving State General Fund allocations were realigned to counties. 2011 Realignment shifted the funding and program responsibility for Adoption Services, Foster Care, Child Welfare Services, Adult Protective Services, Substance Abuse, Early Periodic Screening Diagnostic and Treatment (EPSDT), and Managed Care from the State to local government (County) and redirected specified tax revenues to fund this effort. The State share of funding for realigned programs has been replaced by funding based on a percentage of realignment funds (State sales tax and vehicle license fees) collected. However, the County still receives State allocations for a few programs that are matched 50% by federal funds, which include the administration of the CalFresh, Medi-Cal, and CalWORKs programs. Federal revenues are often matching funds for programs where the State and local governments share costs; however, the federal portions are based upon the actual cost of providing the service. Federal revenues included in the budget are developed using a number of factors: caseload; number of filled positions each quarter, the cost for each position, and overhead and other costs associated with each filled position; productivity rates; and interim, estimated or approved, reimbursement rates.

1991 Realignment Revenue

1991 Realignment, a dedicated percentage of State sales tax and vehicle license fees (VLF), is the second major funding source for H&SS. The distribution of funds amongst counties is based upon formulas established in 1991. Funds are designated for specified human services programs, mostly federal, which the State and the County have traditionally shared the "local" costs in order to draw down federal matching funds. In order to continue to receive 1991 Realignment funds, the County is obligated to fund the State share of program costs, and/or has a fixed maintenance of effort (MOE) amount. Regardless of actual 1991 Realignment revenues received, the County's share of costs for the realigned programs is a fixed percentage.

Since Realignment funds are generated by sales tax and VLF, the funding can fluctuate based on economic conditions; the amount of State collected, and distributed revenues substantially declined from $46.2 million in FY2006/07 to $34 million in FY2009/10. However, since FY2011/12 these revenues have been slowly trending upward. The FY2019/20 Recommended Budget includes $54.6 million in 1991 Realignment funds that will be drawn down and recognized as revenues.

1991 Realignment funds are allocated to three main areas:

- Health Services – a portion of the Health Realignment funding (approximately $6.9 million) previously set aside for the County Medi-Cal services Program (CMSP) for indigent health care is being redirected at the State level to fund Social Services programs. The balance is available to support uncompensated costs in the Family Health Services budget and to fund the realigned Public Health programs.
- Social Services – funds are dedicated for Child Welfare Services, Foster Care and IHSS programs. By statute, any growth (funding above the established base amount) in overall 1991 Realignment Revenue is first used to fund caseload growth for Social Services statewide.
- Mental Health – funds are used to pay the 50% local share for services for adult Medi-Cal clients (the balance is reimbursed by federal funds) and for the full costs of services provided to indigents and other low-income clients. Under 2011 Realignment and following the federal approval of the Affordable Care Act (ACA) (See glossary for definition) and State adoption of the Medi-Cal expansion and Healthcare Exchange, the funds previously allocated to this account have been shifted to pay for the County's increased share of costs for the CalWORKs assistance programs (approximately $8.8 million); however, the State is required to fully replace the 1991 Realignment funds shifted from Mental Health to CalWORKs and is responsible for any shortfall in funding.

A portion of 1991 Realignment funds, previously set aside for the County's obligation to pay for indigent health care (W&I) Code section 17000) has been redirected at the State level to fund Social Services programs with enactment of AB 85, January 1, 2014, including increases in CalWORKs grants. With the implementation of the Affordable Care Act, the State anticipated that County costs and responsibilities for healthcare services for the indigent population would decrease because a majority of this

population, previously uninsured, would now be eligible for Medi-Cal or Covered California. The enactment of AB 85, effective January 1, 2014, provided the mechanism for redirecting these Realignment funds.

AB 85, in January 2014, also changed the growth distribution within the three areas of 1991 Realignment. Specifically, Social Services receives first call on growth (to fund caseload growth) but no longer receives general growth. Health Services receives significantly less from general growth, from approximately 52% to 18.45%, while Mental Health remains the same at approximately 40%.

AB 130 and SB 90 created a new County IHSS MOE effective July 1, 2017 which increased County IHSS MOE costs and further impacted the 1991 Realignment Social Services, Mental Health, and Health accounts. The increased In-Home Supportive Services (IHSS) cost to counties was partially covered by redirecting VLF growth from the Health, Mental Health and CMSP Board accounts to Social Services. Social Services continues to receive sales tax growth due to the IHSS caseload increase; however, Health and Mental Health do not receive any sales tax growth, resulting in their base funding being flat (since they will not receive any growth to add to subsequent years' base allocations). Additionally, the Vehicle License Fee base for Health and Mental Health will also not receive a share in any general growth funds until FY2020/21. The new IHSS MOE structure also puts a cap on the State's share of IHSS administration costs resulting in one hundred percent (100%) of the non-federal share of IHSS costs in ODAS over and above the State cap being backfilled by 1991 Realignment. The Governor's January Budget proposes additional changes to the IHSS MOE which is discussed in Department 1520, Fund 152.

2011 Realignment Revenue

The major portion of the 2011 Public Safety Realignment funding is dedicated to human service programs and substantially changed how those programs are funded in California. H&SS estimates $39.1 million in 2011 Realignment funds for FY2019/20. 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 FY2019/20 Recommended Budget includes a County General Fund Contribution in the amount of $20,352,749, a decrease of $4,659,681 when compared to the FY2018/19 Adopted Budget. The decrease is comprised of the following:

- $6,070,603 decrease in Administration due to the one-time redirection of SB 90 claim payments in FY2018/19 establishing the Mental Health and Permanent Supportive Housing restricted funds, one-time redirection of CMSP participation fees to fund homeless and housing support services, and full payment of the debt service for 275 Beck and 2101 Courage facilities in November 2019.
- $1,047,708 increase in Social Services mainly due to the IHSS Maintenance of Effort 7% inflation increase, County required match for the CalFresh program, and County cost associated with the SSI advocacy program.
- $809,548 increase in Health Services to cover the FY2019/20 CMSP participation fee that was waived in prior years.
- $446,334 decrease in Assistance due to reductions in Foster Care, CalWORKs, and General Assistance costs.

The County General Fund Contribution of $20,352,749 is appropriated with $3,791,474 funding the Assistance Programs, and $16,561,275 funding the following operations in H&SS:

- $2,844,528 for required Maintenance of Efforts for Public Health, California Children's Services, Mental Health, and CalWORKs Administration.
- $809,548 for the required CMSP participation fee.
- $2,024,842 in mandatory match or County share of costs for federal/State programs for Child Welfare Services, CalFresh, CalWIN and IHSS administration.

- $5,704,565 for mandated substance abuse and adult psychiatric outpatient and inpatient services.
- $3,148,317 to fund some programs at the minimum level necessary. These programs include the Public Health Laboratory, Public Guardian, and 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.
- $767,844 for administrative costs that are non-claimable.
- $1,261,631 to support homeless outreach and community services efforts, Medi-Cal Administrative Activities, SSI advocacy, and Nurse Family Partnership.

Primary Operational Expenditures

Primary costs included in the Health and Social Services Department (Fund 902) allocated by Division:

- Administration (BU 7501) includes $2,414,027 in appropriations which recovers most costs through Administrative Overhead Intrafund Transfers.
- Social Services (BU 7680) includes $113,852,347 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 $959,101 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 $99,619,092 in appropriations which includes Mental Health and Substance Abuse.
- Health Services (BU 7880) includes $77,027,330 in appropriations which includes Public Health and Medical Services.
- Assistance Programs (BU 7900) includes $52,749,867 in appropriations which includes above reference assistance programs.

Other Administered Budgets not part of Fund 902 include $20,171,411 for the IHSS Public Authority (Fund 152 - BU 1520), $801,423 in appropriations for Tobacco Prevention and Education (Fund 390 - BU 7950), $3,067,003 Napa/Solano Area Agency on Aging (Fund 216 – BU 2160) and a Transfers-Out of $26,408,622 from the Mental Health Services Act (Fund 906 - BU 9600) to Behavioral Health Services (Fund 902 - BU 7780). Additional details on the program costs can be found in the H&SS Divisions and Other Administered Budget sections of the Recommended Budget for Health and Public Assistance.

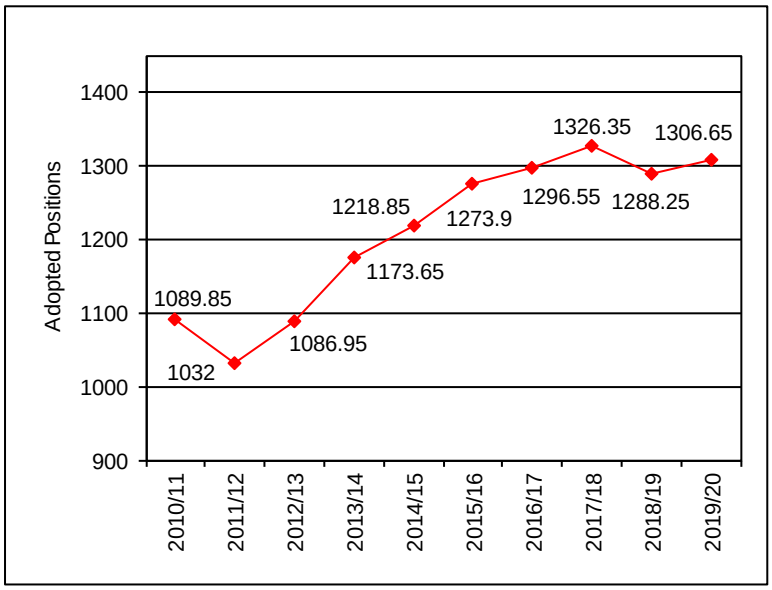
DEPARTMENT COMMENTS

None.

SUMMARY OF POSITION CHANGES

Details on position changes are described in each H&SS Division.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Details on Pending Issues and Policy Considerations are described in each H&SS Division.

DEPARTMENTAL PURPOSE

Health and Social Services Administration Division provides day-to-day management and direction of support functions needed for the Health and Social Services Department (H&SS) to promote self-reliance and safeguard the physical, emotional and social well-being of Solano County residents.

FUNCTION AND RESPONSIBILITIES

The Administration Division provides managerial leadership and support to the six H&SS divisions in various program areas. The Administration Division includes the Administrative Support Bureau, Budget and Financial Management, Community Services and Coordination, Compliance, Contracts Management, Executive Administration, Research and Planning, and Employee Services which includes recruitment and department training.

Executive Administration

Executive Administration provides leadership and support to H&SS divisions in fulfilling organizational goals, strategic planning, and developing effective partnerships with organizations and stakeholders within the community, as well as coordinating and implementing Department initiatives.

Administrative Support Bureau

The Administrative Support Bureau (ASB) is responsible for Department purchasing and receiving, asset inventory management, records management, courier services, workspace utilization, and logistics and coordination of facilities maintenance and general operations.

Budget and Financial Management

Budget and Financial Management is responsible for Financial Services functions including budgeting, accounting, revenue recovery, and financial oversight.

Community Services and Coordination

Community Services and Coordination is responsible for leading projects and establishing partnerships with other departments, agencies, cities, and community organizations to improve the delivery of services within the community; promoting rapid rehousing and sustainable housing; and facilitating collaboration with employment services and other rehabilitative opportunities for residents suffering from poverty or homelessness. Additional functions include assisting in the development of grant applications and researching and developing housing focused initiatives that can be linked to departmental operations and programs.

Compliance

Compliance is responsible for the Department's regulatory compliance and quality assurance including developing and implementing policies, procedures, and practices defined by regulatory agencies for H&SS programs including federally mandated Health Insurance Portability and Accountability Act (HIPAA) (See glossary for definition) compliance. Additionally, the Compliance Unit identifies and analyzes potential risks, oversees internal and external compliance audits, coordinates mandated compliance training and education, conducts internal and periodic risk evaluations for each H&SS division in conjunction with the Auditor-Controller's office, and functions as H&SS' civil rights coordinator.

Contracts Management

Contracts Management is responsible for the administration and monitoring of more than 500 contracts and service agreements with a value of approximately $127 million.

Research and Planning

Research and Planning is responsible for researching and planning evidence-based practices, program outcome measures and benchmarks, special projects, and restructuring service delivery components into a unified system of care and identifying trends in populations that require services. Additional functions include analyzing legislation and assisting to identify approaches to prepare for future mandates and partnering with programs to leverage, develop or create data-informed approaches that improve community outcomes.

Employee Services

Employee Services oversees H&SS employee hiring and coordinates department wide County mandated training for H&SS employees.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Coordinated the annual Single Audit for all federally funded programs managed by H&SS. The single audit is a rigorous audit of an entity that expends $750,000 or more of federal funds. H&SS manages approximately $85 million in federal expenditures. The FY2017/18 Single Audit, issued in December 2018, disclosed one instance of noncompliance regarding Medi-Cal eligibility redetermination. There were no questioned costs.
- In August 2018, Research and Planning, in conjunction with Community Services and Coordination and Information Technology, piloted a web-based homeless mobile application to count and monitor homeless outreach attempts and record activities. The mobile application includes basic demographic information, referrals made, and how often the same individuals are encountered. Information received will assist in gaining a better understanding of the homeless population and effectively support continuum of services. Ongoing work includes improving the mobile functionality and increasing access to support additional users.
- During FY2018/19, Research and Planning worked with In-Home Supportive Services, California Children's Services, Compliance, Information Technology, First 5 Solano, and Child Support Services, to develop and pilot the Multi-Agency Release of Information (MAROI) project. MAROI is a release that permits multiple agencies to share information regarding clients they have in common to facilitate better coordination of services.
- In 2018, Employee Services launched the Learning Collaborative, a series of training sessions for Administration staff geared towards professional development. Peers led courses in public speaking, data mining and visualization, and budget development and process.

WORKLOAD INDICATORS

- ASB facilitated over 2,600 purchase transactions, including 1,135 purchases processed through Office Depot, with expenditures totaling approximately $5.7 million across the Department.
- ABS completed the annual physical inventory, without findings, of approximately 7,783 fixed assets assigned to H&SS.
- Budget and Financial Management managed approximately $472 million in funds: $344 million including Assistance and In-Home Supportive Services Program for provider wages, benefits and Public Authority Administration and Napa/Solano Area Agency on Aging; $61 million in client benefits paid by the State; $13 million in client assets; and $54 million in other funds (including restricted trust funds). The Billing and Collections Unit processed approximately $33 million in Medi-Cal, Medicare and private insurance claims.
- Accounts Payable and Contracts Units processed approximately 22,900 vendor claims totaling $85 million.
- The Employee Services Unit coordinated the processing of 89 FTE new hires, 101 FTE terminations and retirements, 49 FTE promotions, and 69 FTE transfers; prepared and processed 1,657 personnel action requests (ePARs); and monitored and troubleshot the timecard reporting of approximately 1,188 employees in the IntelliTime payroll system. Workload data covers the period July 1, 2018 to February 9, 2019.
- Community Services Coordination conducted quarterly outreach sweeps with different law enforcement entities and supporting agencies and reached over 300 individuals.

DIVISION BUDGET SUMMARY

The Recommended Budget represents a decrease of $6,073,937 or 71.6% in revenues and a decrease of $2,073,937 or 46.2% in appropriations when compared to the FY2018/19 Adopted Budget. The County General Fund Contribution decreased by $6,070,603 or 86.0% largely due to the reduction in General Fund one-time contributions in FY2018/19 (see next section of narrative).

Primary Funding Sources

The primary sources of funding for Administration include Intrafund Transfers representing reimbursement of allowable administrative costs from various H&SS program divisions, contract services revenue for administrative fees related to the oversight and coordination of the Medi-Cal Administrative Activities (MAA) program on behalf of community-based organizations; Operating Transfers-In and General Fund Contribution to fund Board approved contributions to non-County agencies and non-reimbursable costs.

The FY2019/20 Recommended Budget includes a $6,073,937 or 71.6% decrease in revenues primarily due to an increase in interest income based on the Department's current year average daily operating cash balance offset by a decrease in MAA revenues due to changes in the program and a decrease in General Fund Contribution due to the one-time redirection of SB 90 claim payments in FY2018/19; one-time redirection of CMSP participation fees to fund homeless and housing support services, community outreach, and contributions to non-County agencies; and a reduced need for County funds in FY2019/20 due to the debt service/2009 Certificates of Payment (COP) maturing in November 2019.

Primary Costs

The FY2019/20 Recommended Budget includes a $2,073,937 or 46.2% net decrease in appropriations primarily due to the following:

- Increase of $1,127,805 in Salaries and Benefits due to increases in retirement and health insurance costs, step and longevity pay, the addition of 2.0 FTE positions during the fiscal year to support the Napa/Solano Area Agency on Aging (AAA), and the costs for the recommended addition of 1.0 FTE and reclassification of 1.0 FTE.
- Decrease of $382,928 in Services and Supplies due to reduced MAA claim payments as a result of program changes; reduced liability and property insurance allocations; and a change in methodology to directly charge Livescan costs to benefitting programs. These decreases are partially offset by an increase in Software Maintenance & Support to support the cost of the billing (Dimension Reports) and compliance (Wolters Kluwer) software and a new time study system for the Social Services fiscal team; and an increase in allocated Department of Information and Technology (DoIT) charges.
- Increase of $44,349 in Other Charges resulting from increases in Interest Expense due to the higher carrying balance of non-operating cash accounts and an increase in County Administrative Overhead costs. These increases are offset by decreases in Support and Care of Persons, Contracted Cervices, and Contribution to Non-County Agencies due to one-time expenditures in FY2018/19 related to homeless and housing support services, community outreach activities, and one-time bridge funding provided to the community clinics.
- Decrease of $1,564,643 in Other Financing Uses due to the final payment of the debt service/2009 COP for 275 Beck and 2101 Courage facilities in November 2019.
- Increase of $1,298,520 in offsetting Intrafund Transfers primarily due to an increase in net claimable Salaries and Employee Benefits, services and supplies and charges for services, and the costs of AAA fiscal support staff. Administration costs that are claimable to federal and State programs are transferred to program division budgets via the Intrafund Transfer account.

Contracts

The FY2019/20 Recommended Budget includes a total of $1,082,000 or 5.5% in contracted services. H&SS will return to the Board after the FY2019/20 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

DIVISION COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	473,030	393,566	962,292	568,726	144.5%
INTERGOVERNMENTAL REV FEDERAL	422,432	765,000	254,500	(510,500)	(66.7%)
CHARGES FOR SERVICES	48,284	87,000	25,440	(61,560)	(70.8%)
MISC REVENUE	(111,323)	0	0	0	0.0%
OTHER FINANCING SOURCES	379,275	181,775	181,775	0	0.0%
GENERAL FUND CONTRIBUTION	2,297,940	7,060,623	990,020	(6,070,603)	(86.0%)
TOTAL REVENUES	**3,509,637**	**8,487,964**	**2,414,027**	**(6,073,937)**	**(71.6%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	9,954,372	11,432,683	12,560,488	1,127,805	9.9%
SERVICES AND SUPPLIES	2,924,960	4,398,049	4,015,121	(382,928)	(8.7%)
OTHER CHARGES	2,142,639	3,040,087	3,084,436	44,349	1.5%
OTHER FINANCING USES	1,789,397	1,684,268	119,625	(1,564,643)	(92.9%)
INTRA-FUND TRANSFERS	(13,230,587)	(16,067,123)	(17,365,643)	(1,298,520)	8.1%
TOTAL APPROPRIATIONS	**3,580,781**	**4,487,964**	**2,414,027**	**(2,073,937)**	**(46.2%)**
NET CHANGE	**71,144**	**(4,000,000)**	**0**	**4,000,000**	**(100.0%)**

STAFFING					
ADMINISTRATION DIVISION	96	95	98	3	3.2%
TOTAL STAFFING	**96**	**95**	**98**	**3**	**3.2%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes a significant reduction in General Fund Contribution due to the one-time redirection of SB 90 claim payments of $4 million in FY2018/19 allocated for mental health and permanent supportive housing initiatives and the final payment of the debt service associated with the 275 Beck and 2101 Courage facilities.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below:

On September 25, 2018, the following positions were added to support the new Napa/Solano Area Agency on Aging:

- Added 1.0 FTE Staff Analyst in the Social Services Policy and Financial Management team, funded by federal and State revenues, Napa County and Solano County mental health reserve.
- Added 1.0 FTE Accountant in the Social Services Policy and Financial Management team, funded by federal and State revenues, Napa County and Solano County mental health reserve.

On March 26, 2019, the following positions were reclassified to make recommended changes to the Compliance Unit:

- Reclassified 1.0 FTE Compliance & QA Analyst to a H&SS Training Officer (TBD), funded by federal, State, and Realignment revenues.
- Reclassified 1.0 FTE Compliance & QA Analyst to a Credentialing Specialist (TBD), funded by federal, State, and Realignment revenues.

The FY2019/20 Recommended Budget includes the following position changes:

- Reclassify 1.0 FTE Accounting Supervisor to a 1.0 FTE Medical Billing Supervisor in the Health Services Policy and Financial Management team to better reflect the scope of work of this position which includes medical billing and coding functions; the position is funded by Federally Qualified Health Center revenues and 1991 Public Health Realignment.
- Add a 1.0 FTE Safety Specialist (TBD) to initiate, facilitate, and coordinate department wide safety efforts, funded by federal, State, and Realignment revenues.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DIVISION PURPOSE

The Department of Health and Social Services - Behavioral Health Division includes the Mental Health Plan (MHP) and Substance Use Disorder services. Integration of these programs allows the Department of Health and Social Services (H&SS) to efficiently monitor and manage programs and expenses as a comprehensive behavioral health system of care.

FUNCTION AND RESPONSIBILITIES

Behavioral Health provides mental health services in accordance with Title 9, California Code of Regulations, sections 1820.205, 1830.205, and 1830.210. Substance Use Disorder Services are delivered under the authority of Title 45, Code of Federal Regulations and California Health and Safety Codes sections 11750-11997.

The Mental Health Division provides a continuum of care across the age span for those who qualify for specialty mental health services under the Medi-Cal Mental Health Plan (MHP). Federal law requires that service must be provided in the least restrictive setting appropriate to the individualized needs. The County operates as a managed care plan under contract with the State Department of Health Care Services (DHCS), providing both direct services and contracting with community-based providers to provide services. The Quality Improvement unit oversees compliance with the contractual obligations associated with the MHP as well as quality of care. Services are primarily funded by Medi-Cal, which has both federal, State and local components. The Mental Health Services Act – Proposition 63 (MHSA) (See glossary for definition) provides a funding structure designed expand and transform the mental health system beyond those services traditionally billed to Medi-Cal.

Service provision within the mental health programs of the Division include:

- A 24-hour toll-free Access line to obtain mental health care operated by a team of County licensed clinicians during the day and the Crisis Stabilization Unit after hours.
- Recovery oriented treatment, rehabilitation and community support services to seriously emotionally disturbed youth, adults and older adults. Most individuals are served through outpatient clinics with County operated clinics for youth and adults available in Vallejo, Fairfield and Vacaville. A contracted network augments this outpatient capacity and includes specialized services for youth such as the 0-5 programs, counseling for youth at school sites, and therapeutic behavioral services (TBS) which is an intensive behavior-focused program for youth and families.
- Crisis intervention, crisis stabilization and inpatient services for youth or adults with acute needs. The County is responsible for funding psychiatric inpatient hospitalizations for any Solano County Medi-Cal beneficiary or uninsured Solano resident who is admitted to a hospital in a psychiatric emergency.
- Multidisciplinary service teams (psychiatrists, nurse practitioners (NP), physician assistants (PA), nurses, mental health clinicians, specialists, and peers in recovery) partner with clients to provide care including:
    - Supportive case management services geared to promote mental health recovery for clients who live in long-term care facilities (locked and unlocked), board and care homes, foster homes, and youth group homes in order to support successful transitions to the community.
    - Full Service Partnership (FSP) teams provide intensive community-based services to adults, older adults, homeless adults, transition age youth, and children and families. The transition age youth FSP has also been expanded to provide services for commercially sexually exploited youth and young adults.
    - Outreach, supportive housing/homeless services and employment services offer linkage, psychiatric rehabilitation, and independent living supports to maintain clients in the least restrictive settings.
- Care provided in the State Hospital. Often, individuals enter the State Hospital through a forensic felony pathway, determined not guilty by reason of insanity or incompetent to stand trial. The County is responsible for the care to misdemeanants. Felony admissions are covered by the California Department of Community Corrections, but after a time period equivalent to their intended incarceration, the financial responsibility and oversight of the care generally transfers to the MHP.
- Collaborative services provided by co-locating behavioral health staff at Court, Probation, County jail facilities, and Child Welfare Services locations. Collaborating across systems has also been a key aspect of outreach, engagement, and service delivery to the homeless population.

- Intensively coordinated, in-home services to youth and families involved with the Child Welfare system under the Katie A. (See glossary for definition) court mandate and AB 403, Continuum of Care (CCR) (See glossary for definition), which expanded this service beyond those required following the class action lawsuit to also include other youth who qualify for a more intensive level of outpatient care.
- Administrative functions including quality assurance; utilization management; beneficiary related issue resolution; authorization and denial of services; maintenance of financial records, policies and procedures, and electronic health records; and assurance of cultural competency in the provision of services.
- MHSA funded programs which may include prevention and early intervention, community services and supports, information technology, innovative programs, and capital housing projects. The County, through the Mental Health Division, completes a Three-Year Plan that is County organized but community driven, and an annual report of delivered services which is provided to the Board of Supervisors and posted online.

Substance Use Disorder services provide prevention, intervention, treatment, and recovery services for alcoholism and other drug addictions for youth and adults which includes probationers and parolees through:

- Assessment of a client's alcohol and drug abuse treatment needs and authorization of appropriate services for delivery by contracted providers. Services include residential treatment for adults, with preferential placement given to pregnant and postpartum women and IV drug users.
- Case management and outpatient counseling through individual, group, and family sessions for adults and adolescents.
- 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 1000, Substance Abuse and Crime Prevention Act of 2000 – Proposition 36 (SACPA) (See glossary for definition), and Adult and Dependency Drug Courts.
- Oversight of services for Driving Under the Influence (DUI) programs operated at contract agencies.
- Federally mandated Primary Prevention Services, administered by the Public Health Division, to delay or prevent the onset of youthful substance use.
- Administration of the Proposition 47 grant project which provides housing and supportive case management while a client with a high-risk criminal history progresses through levels of substance use treatment and recovery.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Mental Health

The Mental Health Division prioritizes identifying the most appropriate service delivery with assertive engagement in order to promote mental wellness at the onset of an illness or episode of care in order to prevent or reduce the need for acute inpatient services or long-term care.

- The "Open Access" drop-in model for accessing outpatient care operates at all three adult outpatient clinic sites. Under this model, individuals seeking care are not provided intake appointments but rather are encouraged to come to the clinic "today or tomorrow, or any business day by 3:30 p.m." Vallejo and Fairfield implemented this model in prior fiscal years and Vacaville implemented two days per week beginning June 2018. Staffing vacancies over the last year have impacted the operationalization of this model with the average time between service requested and assessment at 7 days, slightly longer than the prior year but significantly improved over the previous intake model. In FY2018/19, open access was extended to outpatient psychiatry, where on any given day a psychiatrist has time slots available to provide "urgent care" that is in fact urgent but not acute enough to warrant the high level of care offered at the crisis stabilization unit. The overall average wait time for adult psychiatry has been reduced to 15 days.
- The FY2018/19 budget approved the allocation of 3.0 Peer Support Specialist positions. This new job description was developed and approved during FY2018/19 and will enable the County to recruit individuals with personal experience in behavioral health recovery to work within the County system.

- The Division has continued recruiting psychiatric providers, utilizing a combination of psychiatrists, NPs and PAs. Newly graduated NP and PA staff appear to be a potentially stable workforce moving forward, providing the opportunity to reduce locum tenens providers over time. Telepsychiatry continues to provide a stable provider workforce as well.
- The lack of housing (locally and regionally), especially affordable housing, poses a challenge for care providers and complicates planned discharge from long-term care facilities when adults are ready to live in the community with intensive supports. Over the last year contracts with two additional adult residential facilities (also referred to as augmented board and care) enabled a reduction in locked institutional care. The Division is also working with the three major cities in partnership with their planned affordable housing developments to strengthen the housing continuum necessary to allow for access lower levels of care.

Substance Use Disorders

- The County was required by the DHCS in October 2018 to assume contracts formerly held by the State for two in-County providers which offer medically-assisted treatment for opiate dependency. While not expected to be a net increase in cost, this is an increase in approximately $3 million in claims processing through the H&SS fiscal operation.

WORKLOAD INDICATORS

The following workload indicators cover calendar year 2018:

- Solano County Behavioral Health provided mental health services to approximately 6,109 severely mentally ill adults and youth for a total of 165,346 services. The services were provided through County programs, contract programs and the Managed Care Provider Network. Total clients served increased over the prior year, primarily due to an increase in adult services.
- The adult outpatient clinics provided 27,027 services (31% increase over 2017) to 3,453 individuals (15% increase). Of those served, 1,092 were newly admitted, slightly more than the prior year. In addition, 825 adults were enrolled in County or contract provider therapy, case management, or FSP programs. This increase appears to be related to the tailored outreach and awareness activities across the community; however, the demand has exceeded staffing capacity to provide therapy. There is a significant need for additional clinicians and specialists to offer more variety of services including case management and community-based outreach supports, especially from a diverse and bilingual workforce.
- The County and contractor provider programs served 1,570 youth, providing 69,480 services, many served in both contractor and County programs as youth often receive case management and therapy services from a contractor and their psychiatric medication services, if needed, from a County provider. The demand for children's services has stabilized during the last two years but may increase under the CCR mandates.
- The number of individuals hospitalized increased slightly in 2018, particularly in the children's population. This is likely associated with the transition to a new vendor in crisis stabilization unit. The Division expects the increase to level off.
- In 2018 Solano received transfer of 90 youth under Presumptive Transfer (PT) (See explanation of presumptive transfer under Pending Issues) and received 6 other youth who were not fully transferred but who are receiving mental health services locally under an agreement with the placing County.
- Contracted outpatient Substance Use programs are serving an average of 104 clients per month. The 22% decrease constitutes a second year of similar reductions in the number of individuals receiving services monthly. This is primarily due to a combination of factors associated with Probation services. Fewer individuals are being placed on formal Probation due to drug related offenses as a result of changes in the law; this was a large proportion of the treatment population referred by Probation Officers and engaging in care. The other factor is that Probation provides nearly all of its outpatient treatment services in-house with clinic staff and contractors at the Probation offices and the Centers for Positive Change.
- While the wait time for residential substance abuse treatment has decreased by 14 days to 36 days, fewer clients are receiving residential care. This year's monthly average was 49 clients per month compared to 87 clients in the prior year and 96 the year before that. Slightly more clients (348) entered into the detox program than last year (333) with an average length of 2.5 days per detox admission; however, clients averaged 3 detox episodes over the course of the year.

DIVISION BUDGET SUMMARY

The Recommended Budget represents an increase of $9,456,280 or 10.5% in revenues and an increase of $9,456,280 or 10.5% in appropriations when compared to the FY2018/19 Adopted Budget. The County General Fund in the Recommended Budget remains unchanged.

Primary Funding Sources

Federal revenues are a primary funding source for Behavioral Health Services. Federal revenue provides 50% reimbursement for adult mental health and Drug Medi-Cal services provided to traditional Medi-Cal recipients. Children's mental health services are also primarily reimbursed at 50%. For those Medi-Cal recipients who became eligible under the Affordable Care Act (ACA) (See glossary for definition), the federal reimbursement is 93% and will decrease to 90% in calendar year 2020. To ensure that counties receive 100% reimbursement for the ACA population, State General Fund provides the difference. In addition to federal Drug Medi-Cal revenues, Substance Abuse residential and outpatient treatment services are funded with a federal Substance Abuse Block Grant (SABG) (previously referred to as Substance Abuse Prevention and Treatment - SAPT). SABG provides funding for services that are not Medi-Cal billable.

Billing for Medi-Cal services is on a cost per unit basis. Counties receive an interim reimbursement rate that is based on the most recent filed cost report with an inflation factor added. As final cost settlements typically happen five years after the close of a fiscal year, any changes to the process during the time between the cost report filing and the final reconciliation can impact final adjustments to the cost report. These adjustments may change the final cost per unit. If the final cost per unit is lower than what the County has been paid, then the County will owe the State the overpayment. Typically, the State will withhold amounts owed from the County's interim reimbursement in the current fiscal year. Predicting when withholding may happen and for which fiscal year is difficult as the State is often delayed in its cost settlement process.

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 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 FY2016/17, 1991 Realignment Mental Health sales tax and vehicle license fee (VLF) receipts above the base amounts ("growth funding") were redirected to support In-Home Supportive Services (IHSS) cost increases. All Vehicle License Fee (VLF) growth was redirected for three years (FY2016/17 – FY2018/19) and 50% of the growth was redirected for two years (FY2019/20 and FY2020/21).

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. However, Realignment funding is subject to fluctuations because it is primarily State sales tax based and concerns remain that the growth in sales tax revenues will not keep pace with the cost of realigned programs responsibilities.

Mental Health also receives County General Fund to support program operations, primarily for the Integrated Care Clinics (ICCs), indigent inpatient stays, Institutes for Mental Disease (IMDs), and Augmented Board and Care (ABC) costs.

The FY2019/20 Recommended Budget includes a $9,456,280 or 10.5% net increase in revenues primarily due to the following:

- Increase in Federal/State Short Doyle Medi-Cal revenues primarily due to increased productivity for children's outpatient services, an increase in the daily bed rate for the Psychiatric Health Facility (PHF) and increases in billable adult and children's contracted services.
- Increase in Federal/State Drug Medi-Cal revenues due to the Division assuming management of the Narcotic Treatment Program (NTP) in October 2018. Previously, the DHCS managed these contracts and billed the County only the non-federal share for services.

- Increase in Federal Short Doyle Administration revenue due to increases in staffing and operating costs claimable.
- Increase in Federal Quality Assurance revenues due to a higher fourth quarter claim anticipated. The timing of reimbursement for expenditures is dependent on when costs are recorded and claimed. Historically, more costs are claimed in the fourth quarter, resulting in higher reimbursement in that quarter.
- Decrease in SABG revenue due to prior year unspent rollover funds for discretionary programs not anticipated in FY2019/20.
- Increase in Federal Other revenue primarily due to an increase in Substance Abuse Mental Health Services Administration (SAMHSA) block grant funds for First Episode Psychosis services and maximizing federal reimbursement for the Projects for Assistance in Transition from Homelessness (PATH) program.
- Increase in MHSA funding primarily due to a projected increase in the use MHSA funded programs.
- Increase in 2011 Realignment primarily because there is an anticipated increase in the need for the nonfederal match for Medi-Cal direct, administrative, and quality assurance services, reimbursement for Substance Abuse expenditures not covered by another revenue source, and the nonfederal match for Drug Medi-Cal NTP services. More 2011 Realignment is also needed to fund the Integrated Care Clinics as the clinics will not receive Public Health Intergovernmental Revenue funds in FY2019/20. The increase was partially offset with a reduction in children's services primarily due to adjusting the Comprehensive Assessment and Research Evaluation (CARES) contract to reflect actual experience.
- Increase in 1991 Realignment due higher inpatient costs due to the PHF daily rate increase, more bed days for clients in Augmented Board and Care facilities, and increased costs for staff managing institutional care.
- Decrease in State-2011 Realignment revenues (AB 109) (See glossary for definition) due to a reduction in staffing costs for the program.
- Increase in grant revenues primarily due to more contracted administrative and direct service expenditures for the Proposition 47 Substance Abuse grant project that is improving residential drug treatment capacity.
- Decreases in Charges for Services primarily due to fewer Medicare revenues projected and 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: $30,357,936 for Salaries and Employee Benefits; $5,873,111 for Services and Supplies; $59,472,107 for Other Charges; $440,010 for Other Financing Uses; and $3,475,928 for Intrafund Transfers.

The recommended appropriations for Behavioral Health include $88,418,969 for Mental Health (BU 7700), $28,951 Intergovernmental Transfers Projects (BU 7598) and $11,171,172 for Substance Abuse (BU 7560).

The FY2019/20 Recommended Budget includes a $9,456,280 or 10.5% net increase in appropriations primarily due to the following:

- Increase of $2,077,868 in Salary and Benefits primarily due to the addition of 9.25 FTE, adjustments to retirement and health insurance costs, and an increase in budgeted Salary Savings.
- Increase of $523,787 in Services and Supplies primarily due to increases in consultant services for evaluation and coordination of the Proposition 47 grant; Substance Abuse Prevention; Mental Health Stigma Reduction and Suicide Prevention media and program material costs; liability and malpractice insurance; community education and training; and County garage service due to the addition of new vehicles.
- Increase of $5,550,631 in Other Charges primarily due to an increase of $2,574,131 in Support and Care of Persons due to the Division managing the NTP direct contracts, and an increase of $3,144,306 in Contracted Direct Services due to increases in augmented board and care costs; increases in daily rates for substance abuse residential, detox treatment, and the PHF; and new contracts for child care, vocational rehabilitation, and homeless services. The increase was partially offset with a reduction in the CARES contract to reflect actual experience.

- Increase of $120,218 in Trans Out-Fleet due to the purchase of five new vehicles and an exchange of one vehicle for a van for MHSA FSP programs.
- Decrease of $724,144 in Institutions for Mental Disease (IMD) due to fewer clients placed in these types of facilities.
- Increase of $1,183,776 in Intrafund Transfers reflecting less CalWORKs funding for the Successful Mental Health and Addiction and Recovery Team (SMART), a reduction in IGT funding from Public Health to support the ICCs, increased departmental overhead charged to Behavioral Health, and an increase in funding to Public Health to support prevention and early intervention activities for mothers' participation in the Maternal Child Health program.

Contracts

The recommended appropriations for Behavioral Health include $55,113,565 or 55.3% in contracted services for the provision of an array of substance abuse and mental health services. H&SS will return to the Board after the FY2019/20 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

The FY2019/20 Recommended budget includes the following fixed assets:

- $125,100 for five (5) new vehicles and the exchange of one (1) vehicle for a van for MHSA FSP programs. MHSA Community Services and Support (CSS) will fund this purchase.

DIVISION COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FINES, FORFEITURES, & PENALTY	40,577	47,475	40,627	(6,848)	(14.4%)
INTERGOVERNMENTAL REV STATE	25,475,933	33,610,544	37,584,759	3,974,215	11.8%
INTERGOVERNMENTAL REV FEDERAL	23,757,233	24,276,657	28,284,873	4,008,216	16.5%
CHARGES FOR SERVICES	857,723	700,205	685,948	(14,257)	(2.0%)
MISC REVENUE	449,504	0	0	0	0.0%
OTHER FINANCING SOURCES	19,630,632	25,074,257	26,569,211	1,494,954	6.0%
GENERAL FUND CONTRIBUTION	6,453,674	6,453,674	6,453,674	0	0.0%
TOTAL REVENUES	**76,665,277**	**90,162,812**	**99,619,092**	**9,456,280**	**10.5%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	25,332,138	28,280,068	30,357,936	2,077,868	7.3%
SERVICES AND SUPPLIES	4,341,844	5,349,324	5,873,111	523,787	9.8%
OTHER CHARGES	45,500,334	53,921,476	59,472,107	5,550,631	10.3%
OTHER FINANCING USES	775,208	319,792	440,010	120,218	37.6%
INTRA-FUND TRANSFERS	1,998,644	2,292,152	3,475,928	1,183,776	51.6%
TOTAL APPROPRIATIONS	**77,948,168**	**90,162,812**	**99,619,092**	**9,456,280**	**10.5%**
NET CHANGE	**1,282,891**	**0**	**0**	**0**	**0.0%**

STAFFING					
BEHAVIORIAL HEALTH	205.70	206.00	216.25	10.25	5.0%
TOTAL STAFFING	**205.70**	**206.00**	**216.25**	**10.25**	**5.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the Division's position allocations since the adoption of the FY2018/19 Budget are provided below:

On February 26, 2019, as part of the Midyear Budget Report, the Board approved the following position changes:

- Converted 1.0 Limited-Term Mental Health Clinical Supervisor to a regular FTE.
- Converted 1.0 Limited-Term Project Manager to a regular FTE.
- Converted 1.0 Limited-Term Mental Health Clinician to a regular FTE.
- Converted 0.5 Limited-Term Office Assistant II to a regular .50 FTE.
- Reclassified 1.0 FTE Mental Health Specialist I to 1.0 FTE Mental Health Specialist II.
- Reclassified 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II.
- Deleted 1.0 FTE Psychiatrist Supervisor.
- Added 1.0 FTE Mental Health Medical Director.

On April 17, 2019 the following Budget Unit change was processed:

- Transfer 1.0 FTE Nurse Practitioner/Physician Assistant from BU 7583 in Family Health Service to BU 7747 in the Integrated Care Clinic, funded with Short Doyle Medi-Cal, State General Fund, 2011 Realignment, County General Fund, and third-party payers.

The FY2019/20 Recommended Budget includes the following position changes:

- Add 1.0 FTE Mental Health Clinician (Lic) to assist with implementation of program requirements under the Federal Medi-Cal Final Rule, funded with Short Doyle Medi-Cal Quality Assurance and 2011 Realignment.
- Add 1.0 FTE Mental Health Clinical Supervisor to oversee mobile crisis implementation and act as a liaison with the Crisis Stabilization Unit (CSU), funded with Short Doyle Medi-Cal Administrative and MHSA.
- Add 0.25 FTE Mental Health Clinician (Lic) to an existing .075 FTE Mental Health Clinician (Lic) to provide clinical services in the Integrated Care Clinics, funded with Short Doyle Medi-Cal, State General Fund, 2011 Realignment, County General Fund, and third-party payers.
- Add 1.0 FTE Mental Health Clinician (Lic) to provide clinical services in the Integrated Care Clinics, funded with Short Doyle Medi-Cal, State General Fund, 2011 Realignment, County General Fund, and third-party payers.
- Add 1.0 FTE Mental Health Clinician (Lic) to the Forensics Assessment and Community Treatment (FACT) FSP program to provide clinical services, funded with Short Doyle Medi-Cal and MHSA.
- Add 1.0 FTE Limited-Term Mental Health Clinician (Lic) through July 14, 2022 to the Forensics Assessment and Community Treatment (FACT) FSP program to provide clinical services for the Department of State Hospitals/Pre-Trial Felony Mental Health Diversion program, funded with Short Doyle Medi-Cal and MHSA.
- Add 1.0 FTE Mental Health Specialist II to the County FSP program to provide employment and housing services, funded with Short Doyle Medi-Cal and MHSA.
- Add 1.0 FTE Project Manager to provide ongoing coordination and administrative services for new housing initiatives, funded with MHSA and MHSA, No Place Like Home and the Homeless Mentally Ill Outreach and Treatment Program.
- Add 1.0 FTE Psychiatrist (Board Certified) to provide clinical services in the Integrated Care Clinics, funded with Short Doyle Medi-Cal, State General Fund, 2011 Realignment, County General Fund, and third-party payers.
- Add 1.0 FTE Nurse Practitioner/Physician Assistant to provide clinical services in the Integrated Care Clinics, funded with Short Doyle Medi-Cal, State General Fund, 2011 Realignment, County General Fund, and third-party payers.

PENDING ISSUES AND POLICY CONSIDERATIONS

A number of policy changes at the State and federal levels continue to impact Behavioral Health with new mandates and additional complex regulatory functions creating uncertainty in projecting both service delivery and financing. Continued implementation of new County mandates in services to children may increase service demand, particularly for youth with more severe needs; however, nearly two years into implementation, this increase has not yet occurred. Access to long-term care facilities and housing for severely mentally ill adults continues to be a challenge in Solano County and across the State.

It remains particularly important for Behavioral Health services to provide care collaboratively with other healthcare providers and County Departments, including the Sheriff, Probation, Public Defender, District Attorney, and the Superior Court. The Division is anticipating significant impact as a result of the new diversion law, AB 1810, which authorizes the Court to consider diversion to mental health treatment as opposed to criminal prosecution when an untreated mental health condition significantly contributed to the commission of the crime. Limited, one-time grant funding for a 3-year period was set aside by the Department of State Hospitals to assist counties in the implementation of a felony diversion program; however, no additional funding was provided for a broader diversion population. The felony diversion grant funding services clients that are the responsibility of the State not the County. The Division is anticipating applying for grants to provide mental health services as well as housing in order to create and sustain a diversion program. In the interim, diversion referrals are being assessed for the appropriateness of existing service programs. Recent adoption of Laura's Law, civil court-assisted outpatient treatment, may also have an impact on existing service capacity

A Federal Office of Inspector General (OIG) audit of statewide specialty mental health claims for FY2013/14 resulted in a $180,689,611 million payback due to the federal government. The payback is apportioned to counties based on each County's share of the total FY2013/14 claims. Solano County's share is 1.03% or $1,861,103. Repayments will be made over four years from August 1991 Realignment receipts beginning August 2019. As 1991 Realignment primarily funds adult services not funded by Medi-Cal, this repayment puts an additional demand on a funding source not keeping pace with growing expenditures.

Implementation of a mobile crisis program is an ongoing need expressed by the community, consumers, and providers alike and a Request for Proposal process and contracted implementation is anticipated in FY2019/20. The program will be implemented in one jurisdiction first to pilot the service model and monitor the outcomes. Upon successful implementation, the contract will be expanded ultimately to cover all areas of the County.

The County's access to substance abuse treatment residential beds continues to be negatively impacted by surrounding counties paying more than double Solano's daily bed rate due to their implementation of the Drug Medi-Cal waiver, Organized Delivery System (ODS) which generates federal funding for residential services. The Division continues to discuss the fiscal details related to implementation of the Drug Medi-Cal Waiver option with Partnership Health Plan. The fiscal impact for the County remains unknown.

<u>Continuum of Care Reform Act (CCR) – State Mandate</u>

Continuum of Care Reform (CCR) continues to influence the way that counties deliver mental health services to Child Welfare Services (CWS) youth and other high-risk youth

A major aspect of CCR implementation is the focused effort to reduce placement into congregate care settings; group homes are expected to close if they do not successfully convert to a treatment facility model, Short Term Residential Treatment Program (STRTP), where youth are expected to be in a setting that is not a home for no more than 6 months. Counties and local group homes are struggling to meet all of the obligations to convert to the new model. If facilities become licensed as STRTP, Solano County will be required to enter into contracts with these agencies.

Also related to CCR, Presumptive Transfer (PT) is a complex County to County process with both financial and service delivery implications. It requires that when CWS or Probation agencies place youth in a care facility or foster home in another County, that the mental health services are transferred to the new County of residence. This requires that the local MHP coordinate with all placing agencies and provide necessary services; the financial obligations of the placing agency are expected to involve a transfer of funds, but this process has not been fully defined and Solano County has received transfer from 18 counties across the State, most frequently from Contra Costa, Napa, and Alameda. These transfers will include a pending cost settlement with the original counties of jurisdiction.

Included in CCR is the State and federal approval requirement to allow for foster parents to bill Medi-Cal for services they deliver to their foster youth, referred to as Treatment Foster Care (TFC). To be eligible, the foster parent(s) must be trained and supervised by the local Foster Family Agency (FFA). This adds additional oversight demands on the Division to provide the necessary oversight to FFAs which is an additional unfunded, intensive service mandate. While most foster parents are not interested in participating because of the onerous requirements, the MHP is required to offer this service.

Effective January 1, 2019, DHCS changed the distribution of SABG funds from an advancement to reimbursement basis and counties are now required to provide a quarterly invoice for reimbursement. There remain outstanding questions related to the new process and cash flow impact. DHCS also updated its SABG contracts with counties and the program manual, including clarification on the appropriate use of SABG funds. SABG funds provide a significant reimbursement for County staff and services. The Division is working with DHCS and California Behavioral Health Directors Association (CBHDA) to research fiscal and program impacts of these updates.

AB 1297, passed in September 2011, eliminated the maximum cap on Medi-Cal reimbursement retroactive to January 1, 2009. In January 2019, the State issued claiming instructions for counties to claim for uncompensated reimbursement for FY2010/11 and FY2011/12. In FY2018/19 the Division submitted claims for $4,858,798 but the timing of receipt of these funds is unknown and the funds are not included in the Recommended Budget.

DIVISION PURPOSE

The mission of the Department of Health and Social Services - Health Services Division is to optimize the health of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

FUNCTION AND RESPONSIBILITIES

Family Health Services

Family Health Services (FHS) operates fixed-site, Federally Qualified Health Center (FQHC) (See glossary for definition) medical and dental clinics in Fairfield, Vacaville and Vallejo, as well as satellite and mobile clinics that provide medical and dental services, and limited mental health services in Rio Vista and outlying areas throughout the County. The majority of patients served by FHS are Medi-Cal recipients; however, there are a number of uninsured, vulnerable underinsured and homeless patients served by the clinics as mandated by Welfare and Institutions Code section 17000.

The key functional areas in Family Health Services include primary care, dental care and behavioral health care.

Emergency Services

Emergency Services is composed of the Emergency Medical Services (EMS) Agency and the Emergency Preparedness and Response Program and is responsible for designation and oversight of specialty care medical centers, including Trauma Centers, ST Elevation Myocardial Infarction (STEMI) Centers (hospitals that receive heart attack cases), Emergency Departments approved for Pediatrics, and Hospital/EMS Communication Base Stations. The Bureau also provides oversight of emergency medical licensed and accredited personnel, such as Mobile Intensive Care Nurses, Paramedics and Emergency Medical Technicians, and coordinates and conducts the annual Statewide Medical and Health Exercise designed to test the County's medical partners' ability to effectively respond to, and recover from, catastrophic events and/or disasters. Emergency Services also partners with the Occupational Health Program which ensures safeguards are rendered to Solano County's employees, meeting the requirement of California Labor Code section 6401 through health screenings, tests and administration of immunizations for County employees.

The key functional areas in Emergency Services are emergency medical services and emergency preparedness and response.

Public Health

Public Health (PH) is responsible for monitoring, understanding, and helping to address health concerns facing the community. Public Health performs surveillance for communicable diseases, chronic diseases and injuries, 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 merged with Public Health along with services provided through In-Home Supportive Services, Adult Protective Services, Public Administrator/Public Guardian/Conservator and the Public Authority. In 2019, the Napa/Solano Area Agency on Aging was established in the Older and Disabled Adults Services Bureau.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Family Health Services

- In March 2018, the We're All Family! Mobile Food Pharmacy (MFP) sponsored by the Yocha Dehe Wintun Nation initiated a pilot phase at the Fairfield, Vacaville, and Vallejo clinics. During the pilot phase, staff distributed over 4,280 pounds of fresh produce and conducted 230 taste tests. In September 2018, the MFP truck was unveiled and began to deliver fresh fruits and vegetables to the different FHS clinics throughout Solano County on a weekly schedule. The MFP has helped address such barriers as lack of transportation and time that patients face by bringing the healthy food to them after their

appointments. FHS patients are also provided with free cookbooks and recipe cards which makes healthy cooking more affordable and accessible.

Emergency Services

- In support of the Solano Emergency Medical Services Cooperative (SEMSC) (JPA) and on behalf of the JPA EMS staff engaged a consulting firm to conduct an EMS System Review and manage the process of requesting proposals and selecting a vendor to provide these services for the next contract period. This work was undertaken in anticipation of the May 2020 expiration of the Master Services Agreement for Advanced Life Support ambulance services for the established Exclusive Operating Area (EOA) in Solano County. In December 2018, a termination letter was received from that vendor. Alternatives are currently under review.
- The annual Statewide Medical and Health Exercise took place on November 15, 2018. The scenario was an influx of patients descending upon the hospital emergency departments and a rash of elderly and/or infirmed residents of long-term care and skilled nursing facilities infected with an influenza-like illness. To prepare for the functional exercise a tabletop exercise was conducted one week prior, with representatives of hospitals, long-term care and skilled nursing, first responders, and various other allied agencies. Following the functional exercise, on November 16, 2018, a debriefing, or "hotwash," was facilitated wherein lessons learned, areas for improvement, and best practices were discussed. An After-Action Report was developed and will prove valuable for improving the medical community's response to a healthcare surge or epidemic or pandemic event.

Public Health

- In 2018, responsibility for oversight of the Whole Person Care Program was transferred to Public Health, and, following a Request for Proposals procurement process, a new vendor was identified to provide Whole Person Care services. The Whole Person Care Program is a pilot that identifies individuals who use Emergency Department and other healthcare resources for non-medical purposes and assists them with case management to address their underlying needs, such as shelter. The selected vendor provides similar services in Alameda County, and it provides behavioral health services for clients.
- In 2018, Public Health continued implementation of its Population and Public Health Hub (Solano Hub), a public health data health information exchange. Data relating to Immunizations, Electronic Laboratory Reports, and encounters (including Syndrome Surveillance) were successfully received from the County's five hospitals and the FHS Clinics, and data were successfully transmitted to the California Department of Public Health. This system is helping Solano Public Health transition to electronic data exchange from paper-based and faxed data transmissions, resulting in more efficient and more accurate data transmission.
- In FY2018/19, the Health Promotion and Community Wellness Bureau and Touro University California achieved Full Recognition Status from the Centers for Disease Control and Prevention (CDC) for the National Diabetes Prevention Program (DPP). Earning this Full Recognition means that the CDC recognized the joint Touro University-Solano Public Health program as meeting all of its standards, including achieving the hardest standard, which is averaging a 5% weight loss amongst the cohort participants. Reaching this status also means that the joint program is eligible to enroll as a Medicare DPP provider to receive reimbursement from Medicare to provide the classes.
- In FY2018/19, a new Blood Pressure Self-Monitoring Program, in partnership with the Solano County Library system, was launched. The Health Promotion and Community Wellness Bureau provided 16 blood pressure kits to County libraries, which are available for community members to check out to monitor their blood pressure at home for up to three weeks at a time.
- In 2018, the Public Health Laboratory acquired the CDC approved instrument for national Laboratory Response Network Biological (LRN-B) molecular testing. With this instrument, the Public Health Laboratory now has the capability to test for mumps, Zika virus and other emerging viruses.
- Maternal, Child and Adolescent Health collaborated with partner agencies to attain and maintain high rates of entry into early prenatal care (first trimester care). In Solano County, the rates increased from 73.2% in 2005, to 80.2% in 2016, and to 80.9% in 2017, exceeding the Healthy People 2020 goal of 77.9%. The overall rate of early prenatal care improved, in

large part, because pregnant women with Medi-Cal had early prenatal care rates that significantly improved, increasing from below 50% in 2006 to 71.6% in 2017 (an all-time high for Solano County), over 20 points in twelve years.

- In 2018, the Maternal, Child and Adolescent Health Bureau launched the Strive2BeHealthy (S2BH) Program, a new, prevention-focused initiative that combines community-level activities (such as increased outreach to seniors and implementation of fall prevention classes and social activities at senior centers) with home-based, direct services targeting medically fragile older adults. S2BH conducted a needs assessment and began providing direct services for clients.
- In 2018, the Nutrition Services Bureau continued the Farmer's Market Nutrition Program (FMNP), receiving and distributing nearly 1,000 FMNP booklets. Each FMNP booklet is worth $20 to be spent on fresh local fruits and vegetables from certified farmers' markets, and the FMNP booklet redemption rate for WIC participants in Solano County was 87%, far surpassing the California redemption rate of 67%.
- The rate of exclusive breastfeeding among participants in the Women, Infants and Children (WIC) Program in 2018 was 37.5%, compared to 26% in 2017, 22.6% in 2016, and 22% in 2015. Prior to the Breastfeeding Peer Counseling program starting in 2010, the exclusive breastfeeding rate was 15.9%.
- In 2018, the Communicable Disease Program developed and began implementing infection control training for long-term care facilities and developed and implemented community and healthcare provider education regarding sexually-transmitted diseases.
- In 2018, the Vital Statistics Unit implemented the Electronic Births Registry System, replacing the previous birth registry. This new birth registry uses modern software that permits more birth-related data to be collected, allows for better electronic data uploading and transmission, and permits birth data to be assessed by public health officials.

WORKLOAD INDICATORS

Family Health Services

- In 2018, FHS provided primary care and dental health services to 24,347 clients. The number of clients served is a reduction from 2017 reflecting a reduction in Medi-Cal enrollment and the increased presence of other, non-County FQHCs.
- The number of patients assigned by Partnership HealthPlan (PHP) of California to FHS for primary care was 27,232 in 2018.
- The FHS call center received 110,518 calls in 2018, an 8.4% decrease over the prior year, and experienced a 5% call abandonment rate, an improvement from 8% the prior year.

Emergency Services

- In 2018, there were 311 Emergency Medical Technicians who certified, recertified and/or registered in Solano County. Of the 311 individuals processed, 84 were initial certifications, 152 were recertifications and 75 were registrations.
- A total of 155 Paramedics were newly accredited or recertified in Solano County for 2018.

Public Health

- In FY2018/19, the Health Promotion and Community Wellness Bureau continued its partnership with the Yocha Dehe Wintun Nation to further expand the work of VibeSolano. Water stations with bottle fillers have been installed in more than 30 schools, a senior center and an early childhood learning center, creating access to clean water and healthier choices; over 20 people have been trained to teach chronic disease prevention classes in community settings; two Grocery Outlet Stores in Vallejo added healthy checkout lanes; and, over 20,000 water bottles were distributed to students in schools with high need, in order to increase consumption of water and decrease consumption of sugary beverages.
- In FY2018/19, the Health Promotion and Community Wellness Bureau distributed 414 bicycle helmets through its Helmet Safety Program, and it held 48 car seat classes (37 in English, 11 in Spanish), distributing 617 gift cards to 297 parents to purchase car seats for their children.
- In FY2018/19, the Health Promotion and Community Wellness Bureau partnered with Touro University California to host four Diabetes Prevention Program (DPP) year-long classes in Solano County.

- In FY2017/18, the Public Health Laboratory performed or referred 21,307 tests for infectious diseases and water quality monitoring, including: over 6,300 tests for active and latent tuberculosis (TB); 2,631 tests for childhood blood lead levels; 1,308 tests for sexually-transmitted diseases; 410 tests for animal rabies; 1,118 tests for Zika virus; and 7,494 water quality tests on drinking water, wells, recreational water, and wastewater systems for providers, agencies and the public.
- In FY2017/18, the Maternal, Child and Adolescent Health Bureau's Central Referral Line (implemented in 2015) received and processed 1,734 referrals to various home visiting programs and other services, including no/low-cost health insurance.
- In FY2017/18, the Mothers and Babies Perinatal Depression Prevention program in Maternal, Child and Adolescent Health, in collaboration with the Behavioral Health Division, conducted two, 6-week sessions, with 86% of participants reporting reduced depression and/or anxiety and 71% reporting reduced perceived stress levels, both exceeding the program's goals of 70% reductions, respectively. In addition, 29 MCAH staff received Mothers and Babies Training, meeting the annual goal of 20-30 staff trained.
- In FY2017/18, nearly 1,400 home visits were made by public health nurses and home visiting staff in the District Public Health Nursing Program, with families receiving prenatal and postpartum nursing assessments, breastfeeding support, and referral and linkage to more than 2,100 needed community services. In addition, 1,063 home visits were made by staff in the Healthy Families Solano Program (serving 111 high-risk families), 661 home visits were made by staff in the Nurse-Family Partnership Program (serving 85 clients), and 66 clients were served by the Black Infant Health Program.
- In 2018, the California Children's Services Program, which serves medically fragile children, authorized 3,852 Service Authorization Requests, and the Medical Therapy Program provided physical and occupational therapy to nearly 200 children.
- In 2018, the student health center at Solano Community College in Fairfield, staffed by the Maternal, Child and Adolescent Health Bureau, served 2,206 students, faculty and staff with a variety of screening, assessment, counseling, education, consultation, vaccination and other health-related services.
- In 2018, the WIC Program served a monthly average of 7,803 clients (pregnant women, postpartum women and children less than 5 years of age). This is compared to 8,747 clients per month in 2017; 8,900 per month in 2016; 9,943 per month in 2015; 10,432 per month in 2014; and 10,896 per month in 2013.
- In FY2017/18, the Sexually-Transmitted Diseases unit of the Communicable Disease Program received 2,802 Chlamydia, 900 Gonorrhea and 455 new Syphilis case reports. The program provides education and follow-up for all untreated youth, untreated prenatal women and all Syphilis cases.
- In 2018, the Tuberculosis (TB) Control Program evaluated over 500 County residents for TB disease and provided intensive nurse case management to 29 patients with active TB disease. In addition, a TB contact investigation was conducted at a local elementary school, and 80 other individuals in the County were tested and evaluated after exposure to TB.
- The Vital Statistics Unit provided 24,055 death permits, death certificates and birth certificates in 2018.

DIVISION BUDGET SUMMARY

The Recommended Budget represents an increase of $2,497,805 or 3.3% in revenues and an increase of $3,817,575 or 5.2% in appropriations when compared to the FY2018/19 Adopted Budget. The Recommended Budget includes $2,407,025 in appropriations that will be funded with prior year Public Health-Intergovernmental Transfer (IGT) (See glossary for definition) restricted funds. The Net County Contribution increased by $809,548 or 55.8%.

Primary Funding Sources

The primary funding source for FHS is Federally Qualified Health Center (FQHC) funds. Primary care and dental clinics are designated as FQHC sites through the Community Health Center 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 DHCS conducts an audit of the interim rate at a much later date in order to set a permanent rate. H&SS has already received permanent rates for 355 and 365 Tuolumne in Vallejo, 2101 and 2201 Courage in Fairfield, 1119 E. Monte Vista in Vacaville, and the dental van. An interim rate was established for the Primary Care Van in FY2016/17. Other important funding sources for FHS include the Community Health Center grant and the Ryan White (HIV/AIDS) grant.

Funding sources for Public Health include various federal grants; fee-for-service; revenue contracts with colleges, other counties and private companies; IGT; and federal and State allocations. Programs utilizing federal grants include Nurse-Family Partnership, Health Education and Women, Infants, and Children (WIC). Programs utilizing fee-for-service and revenue contracts include the Public Health Laboratory, Vital Statistics, Health Promotion and Community Wellness, and Student Health Services. Programs utilizing federal and State allocations include Tuberculosis Control, Communicable Disease, AIDS Surveillance, AIDS Community Education, Health Promotion and Community Wellness, Public Health Nursing, Childhood Lead Poisoning Prevention, Immunization, California Children's Services (CCS), Child Health and Disability Prevention, Nutrition Services, and Maternal, Child and Adolescent Health.

The funding sources for Medical Services are 1991 Realignment and County General Fund.

The FY2019/20 Recommended Budget for Health Services includes a $2,497,805 or 3.3% net increase in revenues compared to the FY2018/19 Adopted Budget. The County Contribution of $2,259,897 has increased by $809,548 or 55.8%. The net increase in revenue is primarily due to the following:

- Decrease of $203,435 in Other Governmental Agencies due to the Solano Transportation Authority (STA) applying for the Office of Traffic Safety grant instead of Public Health and a decrease in the revenue contract with STA due to reduced scope of work, offset by an increase in Public Health Laboratory revenues.
- Increase of $2,475,614 in 1991 PH Realignment to cover the local match for the Whole Person Care grant (previously funded by 1991 MH Realignment) as well as one-time and ongoing operational costs in Family Health Services that are not funded by FQHC revenues. These increases are offset by a decrease in funding needed for Public Health due to the use of IGT funds for Public Health eligible expenditures.
- Decrease of $574,119 in Federal Aid primarily due to the expiration of the Opt Out, Lifetime of Wellness, and Homeland Security grants in FY2018/19 and a decrease in the CCS allocation due to State program changes under the Whole Child Model.
- A decrease of $363,007 in State funding due to the use of Prop 56 one-time rollover funds in FY2018/19 for Oral Health, receipt of one-time CAL-OES grant to purchase laboratory equipment in FY2018/19, State changes in the CCS program, year-to-year fluctuations in awards and changes in timing of claim reimbursements.
- Increase of $260,264 in use of IGT Revenues from Reserve based on estimates submitted to DHCS for FY2018/19 rate year.
- Increase of $249,350 in Grant Revenue due to the use of prior year unspent Whole Person Care grant funds in FY2019/20 and an increase in the new Office of Child Abuse Prevention grant to fund one Public Health Nurse in providing case management services to high risk youth.
- Increase of $274,479 in Targeted Case Management (TCM) revenues and reimbursement from the Solano Emergency Medical Services Cooperative (SEMSC) due to a reduction in staff vacancies.
- Increase of $502,472 in FQHC revenues due to reduced provider vacancies.
- Decrease of $83,778 in CMSP revenue for the County Wellness and Prevention three-year pilot project. Annual reimbursements from CMSP are based on a pre-determined declining schedule. The pilot project ends in June 2020.
- Decrease of $372,345 in Managed Care Services revenues from PHP due to a reduction in capitated members based on December 2018 data.
- Decrease of $229,807 in Other Revenue primarily due to a decrease in the Quality Improvement Plan (QIP) payments from PHP and expiration of the $50,000 grant from Kaiser for Health Education.

- Increase of $174,456 in Donations and Contributions due to continuation of Yocha Dehe funds through September 30, 2019.
- Increase of $809,548 in County General Fund due to the payment of the CMSP participation fee. This fee was waived in FY2018/19.

Primary Costs

Primary costs for Health Services are $41,065,632 for Salaries and Employee Benefits, $12,163,284 for Services and Supplies, $19,096,384 for Other Charges which includes $3,502,755 in contracted direct services; $421,376 for Other Financing Uses, and $4,280,654 for Intrafund transfers.

The primary programs in Health Services are Public Health (BU 7800) with appropriations of $36,806,617; Medical Services (BU 7588) with appropriations of $8,154,859 and Family Health Services (BU 7580) with appropriations of $32,065,854.

The FY2019/20 Recommended Budget for Health Services projects a $3,817,575 or 5.2% net increase in appropriations compared to the FY2018/19 Adopted Budget. The net increase in appropriations is due to the following:

- Net increase of $2,970,505 in Salaries and Employee Benefits due to increases in retirement costs and accrued leave/CTO payoff, step increases and longevity pay, and salaries for the net addition of 3.5 FTE in the FY2019/20 Recommended Budget. Contributing to the increase is a budgeted decrease in salary savings of $1,523,346.
- Net increase of $148,489 in Services and Supplies primarily due to increases in liability and malpractice insurance and fluctuations supply purchases, software maintenance support and changes in contracts due to expired or partial year grants.
- Net increase of $1,531,512 in Other Charges primarily due to increases in contracted direct services, food for indigent clients and contributions to Non-County Agencies and in Countywide Administrative Overhead. The net increase also includes the payment of the CMSP participation fee that was waived in FY2018/19.
- Decrease of $175,460 in Fixed Assets due to no requests for fixed assets in FY2019/20.
- Net decrease of $641,756 in Intrafund Transfers due primarily to an increase in the Division's share of H&SS Administration Overhead, offset by a decrease in IGT funds transferred to Behavioral Health for the Integrated Care Clinics, and an increase in reimbursement from Social Services for the CalWORKs Home Visiting Initiative.

Contracts

The FY2019/20 Recommended Budget for Health Services includes a total of $5,332,775 or 6.9% in contracted services for the provision of services to FHS and Public Health. H&SS will return to the Board after the FY2019/20 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

The FY2019/20 Recommended Budget includes no fixed assets.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LICENSES, PERMITS & FRANCHISE	26,469	23,000	26,500	3,500	15.2%
FINES, FORFEITURES, & PENALTY	278,435	266,500	266,500	0	0.0%
INTERGOVERNMENTAL REV STATE	45,421,942	32,439,215	34,348,670	1,909,455	5.9%
INTERGOVERNMENTAL REV FEDERAL	11,970,335	12,068,274	11,902,721	(165,553)	(1.4%)
INTERGOVERNMENTAL REV OTHER	752,261	942,563	739,128	(203,435)	(21.6%)
CHARGES FOR SERVICES	19,733,231	24,698,784	24,898,425	199,641	0.8%
MISC REVENUE	4,844,202	3,559,087	3,503,736	(55,351)	(1.6%)
OTHER FINANCING SOURCES	711,528	436,999	436,999	0	0.0%
GENERAL FUND CONTRIBUTION	1,450,349	1,450,349	2,259,897	809,548	55.8%
TOTAL REVENUES	**85,188,753**	**75,884,771**	**78,382,576**	**2,497,805**	**3.3%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	34,344,730	38,095,127	41,065,632	2,970,505	7.8%
SERVICES AND SUPPLIES	11,050,814	12,014,795	12,163,284	148,489	1.2%
OTHER CHARGES	24,531,411	17,564,872	19,096,384	1,531,512	8.7%
F/A EQUIPMENT	79,617	175,460	0	(175,460)	(100.0%)
OTHER FINANCING USES	1,021,487	437,091	421,376	(15,715)	(3.6%)
INTRA-FUND TRANSFERS	3,954,241	4,922,410	4,280,654	(641,756)	(13.0%)
TOTAL APPROPRIATIONS	**74,982,300**	**73,209,755**	**77,027,330**	**3,817,575**	**5.2%**
NET CHANGE	**(10,206,453)**	**(2,675,016)**	**(1,355,246)**	**1,319,770**	**(49.3%)**

STAFFING					
HEALTH SERVICES	332.40	329.50	332.65	3.15	1.0%
TOTAL STAFFING	**332.40**	**329.50**	**332.65**	**3.15**	**1.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- In January 2015, H&SS received grant funding of $1,913,032 from the Department of Health and Human Services Centers for Disease Control and Prevention for the Lifetime of Wellness Program allowing for increased chronic disease prevention services. This grant program ended in September 2018.
- The County Medical Services Program (CMSP) Participation Fee of $809,548 that has been waived for the past several years is included in the FY2019/20 Recommended Budget along with corresponding County General Fund.
- The Recommended Budget includes budgeted revenues and appropriations associated with the IGT transfer to DHCS for FY2018/19 rate year, approved by the Board of Supervisors on March 12, 2019 but not scheduled to occur until FY2019/20.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below:

On February 26, 2019, as part of the Midyear Budget Report, the Board approved the following position changes:

- Added 0.2 FTE to an existing 0.8 FTE Epidemiologist in the Assessment and Policy Development unit.
- Added 0.2 FTE to an existing 0.8 FTE Office Assistant II in the Assessment and Policy Development unit.
- Deleted 1.0 FTE Public Health Nutritionist in the Health Promotion and Education program.
- Added 1.0 FTE Health Education Specialist in the Health Promotion and Education program.
- Deleted 0.75 FTE Health Assistant in the Women, Infants and Children (WIC) program.
- Added 1.0 FTE Office Assistant II in the Women, Infants and Children (WIC) program.
- Converted 1.0 FTE Limited-Term Health Education Specialist (Senior) to 1.0 FTE Health Education Specialist (Senior) in the AIDS Prevention program.

- Converted 1.0 FTE Limited-Term Project Manager to 1.0 FTE Project Manager in Emergency Preparedness and Response.
- Extended 2.0 FTE Limited-Term Health Education Specialist through June 30, 2020 in the Health Promotion and Education program.
- Extended 1.0 FTE Limited-Term Health Services Manager through June 30, 2020 in the Health Promotion and Education program.
- Extended 1.0 FTE Limited-Term Project Manager through June 30, 2020 in the Health Promotion and Education program.
- Extended 1.0 FTE Limited-Term Clinic Registered Nurse through June 30, 2020 in Family Health Services.
- Extended 2.0 FTE Limited-Term Dental Assistant (Registered) through June 30, 2020 in Family Health Services.
- Extended 2.0 FTE Limited-Term Medical Assistant through June 30, 2020 in Family Health Services.
- Extended 2.0 FTE Limited-Term Mental Health Clinician (Lic) through June 30, 2020 in Family Health Services.
- Extended 2.0 FTE Limited-Term Nurse Practitioner/Physician Assistant through June 30, 2020 in Family Health Services.

On April 7, 2019, the following Budget Unit change was processed:

- Transfer 1.0 FTE Nurse Practitioner/Physician Assistant from BU 7583 in Family Health Services to BU 7747 in the Integrated Care Clinic.

The FY2019/20 Recommended Budget includes the following position changes:

- Reclassify 1.0 FTE Health Education Specialist to 1.0 FTE Health Education Specialist (Senior) in the Assessment and Policy Development unit to better reflect the scope of work of this position which includes coordinating and overseeing the PH accreditation process. The position is funded by 1991 PH Realignment.
- Add 1.0 FTE H&SS Planning Analyst to Family Health Services Administration to provide clinical and operational analyses to enhance strategic decision making; funded by FQHC revenues and 1991 PH Realignment.
- Add 1.0 FTE Dentist to Family Health Services to provide dental services; funded by FQHC revenues and 1991 Realignment.
- Add 2.0 FTE Dental Assistant (Registered) to Family Health Services to assist the requested dentist; funded by FQHC revenues and 1991 Realignment.
- Add 3.0 FTE Medical Assistants to Family Health Services to provide sufficient coverage; funded by FQHC revenues and 1991 PH Realignment.
- Delete 1.0 FTE Nurse Practitioner/Physician Assistant in Family Health Services, funded by FQHC revenues and 1991 PH Realignment.
- Delete 0.5 FTE Mental Health Clinician (Lic) in Family Health Services, funded by FQHC revenues and 1991 PH Realignment.
- Delete 1.0 FTE Mental Health Clinician (Lic) in Family Health Services, funded by FQHC revenues and 1991 PH Realignment.
- Delete 1.0 FTE Clinic Registered Nurse (Sr) in Family Health Services, funded by FQHC revenues and 1991 PH Realignment.

PENDING ISSUES AND POLICY CONSIDERATIONS

Physician vacancies in FHS, particularly adult primary care providers, are an ongoing challenge. The County, in conjunction with Partnership HealthPlan of California (PHP), is continuing to provide incentives and moving allowances to eligible providers. Additionally, the County is utilizing State and federal Student Loan reimbursement programs for eligible providers. Recently the County opted to participate in a new program for student loan repayment offered through the County Medical Services Program (CMSP). With the nationwide shortage of primary care providers, the competition to hire them remains high and continued efforts to enhance compensation for providers will be important to maintain current gains and fill the few remaining vacancies.

A continued effort for provider retention and recruitment, along with improving efficiency of processes to achieve productivity targets, are critical to the generation of revenues in the health centers. To balance the budget, the health centers must maintain a vacancy rate substantially below historical rates, achieve productivity targets and efficiently manage revenues. Challenges remain in streamlining processes within the Electronic Medical Record system, which is key to gaining productivity improvements. Efforts to overcome these challenges include teams that have been created within the health centers to map current processes and find opportunities for improvement. Preparation for the September 2019 HRSA Operational Site Visit, which is an audit to assure that our health centers are in compliance with all regulations required for maintaining enhanced federal funding as FQHCs, is a high priority and will likely result in some productivity reductions for the first half of 2019. However, this is necessary as FQHC funding is essential for the fiscal sustainability of the health centers. Historically the health centers have relied upon 1991 PH Realignment to provide public health services within the health centers and to cover the funding gap. While provider recruitment, productivity and efficiency improvements are aimed at reducing the need for other funding sources, there is a chance that FHS may need to ask for County General Fund support if 1991 PH Realignment is reduced in a State proposal to further expand Medi-Cal in California.

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

Additionally, the Governor's Proposed Budget for FY2019/20 also includes a provision that, if enacted, will provide healthcare coverage through Medi-Cal to undocumented adults aged 19 to 26 years. This proposal is to be paid in part by an increase in the redirection of 1991 Realignment CMSP Board funds under AB 85 from 60% to 75%, redirecting Realignment funding for the 35 participating CMSP counties to a statewide initiative and reducing available funding in the event of a change in the ACA or for CMSP programs. CMSP launched a pilot program through August 31, 2021 in 13 counties to provide expanded primary care services to undocumented adults aged 21 to 64. The proposed redirection may limit the ability of CMSP to provide such coverage.

The federal government's current immigration policies and the proposed Public Charge Executive Order by the Administration have had a significant "chilling effect" on utilization of government services by legal immigrants and undocumented persons. For Public Health, this is most evident in the WIC Program and the reduced number of clients. Prolonged reduction in the number of WIC clients may result in a reduction in the County's WIC funding allocation.

Health Services has applied to the California Department of Health Care Services for a sixth year of IGT funds to help maintain and improve current public health and healthcare services and to improve access to those services for eligible County residents.

The Governor's Proposed Budget for FY2019/20 includes a change to the County Maintenance of Effort for the In-Home Supportive Services program that will, if enacted, eliminate the current redirection of 1991 Realignment Public Health Vehicle License Fee growth funding to the IHSS program, freeing up funding in years where statewide receipts generate revenue above the base amount.

Implementation of the new Whole Child Model in the California Children's Services Program has resulted in a transfer of most case management services in this program from Public Health to PHP, accompanied by a significant reduction in funding for CCS in Public Health. Implementation of this change occurred on January 1, 2019. Public Health was prepared for this change and had already made the necessary adjustments in staffing.

DIVISION PURPOSE

The Department of Health and Social Services – Social Services Division budget has over 17 major programs primarily providing services in the following broad categories: Child Welfare Services (CWS); Employment and Eligibility Services (E&ES), which includes Welfare Administration (WA); and Older and Disabled Adult Services (ODAS). In addition, the Social Services Division is also responsible for In-Home Supportive Services (IHSS) Public Authority Administration (BU 7690) and Napa/Solano Area Agency on Aging Administration (AAA) (BU 7685). Staff in these bureaus are responsible for issuing assistance to clients as budgeted in the Assistance Programs Division (BU 7900).

Child Welfare Services

CWS is a State supervised, County administered program. The program's purpose is to prevent, identify and respond to allegations of child abuse and neglect. Families in the child welfare system receive services so that children can remain safely in their homes, and children who are temporarily removed from their homes can reunify with their families. For cases in which children are unable to reunify with their families, efforts are made to find a permanent home through adoption or guardianship. CWS services are mandated pursuant to State and federal laws, e.g., Title IV of the Social Security Act, and Chapter 978, California Statutes of 1982.

Employment and Eligibility Services

E&ES contributes to Solano County residents' well-being by providing safety net public assistance, medical insurance enrollment and employment services programs. E&ES promotes self-reliance by assisting low income families and individuals with obtaining employment, access to health care, and food and cash assistance.

Welfare Administration

WA and the Special Investigations Bureau (SIB) provide overall administration and program integrity through comprehensive investigations of fraud allegations in Social Services programs, the collection of debts, and the timely hearing of appeals.

Special Projects

The Special Projects budget is used for projects that have funding sources separate from State social services funds and that are not included in the consolidated Social Services County Expense Claim for federal and State reimbursement.

Older and Disabled Adult Services

ODAS provides interdisciplinary services to the elderly and disabled who are among the County's most isolated and vulnerable residents. ODAS focuses on comprehensive, integrated assistance through multiple programs: Adult Protective Services, 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 a Hotline and Emergency Response 24/7 Services, Family Maintenance and Family Reunification Services, Permanent Placement Services including Adoption Services, and 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, seven days a week, to respond to situations in which a child is at imminent risk of abuse or serious neglect.

- 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 be 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 self-sufficiency. As of March 2019, 109,657 County residents, or 24.6% of the County population were receiving public assistance benefits, up from 80,611, or 19.2% of the County population five years earlier. These benefits have a significant impact on the County's economy. E&ES provides cash aid to on average 3,980 families per month; food assistance to 19,920 families; Medi-Cal coverage to 51,432 families per month; and County Medical Services Program (CMSP) coverage to 19 individuals.

Welfare Administration and Special Investigations Bureau

WA and the SIB conduct investigations annually to ensure the prevention and detection of fraud cases. SIB is also responsible for the computation and collection of California Work Opportunity and Responsibility to Kids (CalWORKs) (See glossary for definition) overpayments and Food Stamp over issuances, as well as the collection of General Assistance debts. The Appeals Unit within SIB is responsible for the timely hearing of appeals of adverse actions filed by recipients. SIB also manages the H&SS employee identification badge access system.

Special Projects

Special Projects is used to account for appropriations related to information technology systems and special programs. Information technology projects include the CalWORKs information Network (CalWIN) public assistance case management system. Special programs include Transitional Housing Program Plus (THP-Plus) for transition age youth 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); it is available 24 hours per day, 7 days per week. The Napa/Solano AAA manages a wide array of federal and State funded services that help and 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 include 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 Department (BU 1520) and H&SS Social Services' Bureau IHSS Public Authority in Bureau (BU 7690).

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Child Welfare Services

- Bridge Emergency Childcare began May 2018 and is a two-year contract in partnership with Solano Family and Children's Council to provide emergency childcare services for children ten years and under who are entering placement or at risk of placement disruption in the home of a relative or non-relative extended family member. The service funds daycare for up to six months and provides navigator services to assist families with transitioning to other childcare services, as well as training for daycare providers in trauma informed care for Child Welfare Services youth. From May 2018 through December 2018, this program provided daycare for 22 children; ensuring stability of care and allowing their relative care providers to retain employment, continue attending school, or engage with social workers.
- CWS launched a Quality Parenting Initiative, a strategy of the Youth Law Center, which is a new approach to strengthening foster care by refocusing on developing new strategies and practices to create loving, committed, and skilled foster or relative family homes. Based on five core principles, QPI suggests that by working together within our own community and changing the expectations of, and support for caregivers, we will define and create excellent parenting that puts the needs of the child first.
- Resource Family Approval (RFA), a key component of Continuum of Care Reform (CCR) (See glossary for definition), is marked with both successes and challenges. RFA provides the opportunity to embrace a new era of recruitment, training, and engaging relative caregivers and prospective foster parents in order to increase community and relative placements so that group home placements are reduced. Solano CWS continues to be challenged in approving families within the 90-day required timeframe, primarily due to the intensive level of staff engagement required, backlog of criminal exemptions and level of relative engagement.

Employment and Eligibility Services

- Solano County consistently maintains one of the lowest active error rates for the CalFresh (See glossary for definition) program in the State. In 2018, Solano County's error rate was 2.28% compared to the California State average of 6.65%.

Welfare Administration

- In 2018, the Special Investigations Bureau conducted 2,461 welfare fraud investigations. This has resulted in $7.8 million in cost savings in the California Work Opportunity and Responsibility to Kids (CalWORKs) (See glossary for definition) and CalFresh (See glossary for definition) programs.

Older and Disabled Adult Services:

- IHSS responded to the Solano County Office of the Auditor-Controller's (ACO) Internal Control Review of the IHSS Program by making several program adjustments including directed mailings, fraud referral management, home visits, and unannounced home visits. Program adjustments under development include supervisor review and approval of intake cases and a process to randomly check provider timesheets. ODAS will continue to address the concerns identified by the ACO by completing implementation of recommendations currently in progress and maintaining successful implementation of recommendations that have been completed.
- APS is participating in the Cal OES Victim Services Program Unit Elder Abuse (XE) Program. This program partners APS with the Long-Term Care Ombudsman, legal assistance providers and victim service providers to expand the multidisciplinary community response to victims of elder and dependent abuse. A regional partnership of LEAPS enterprise solution counties continues quantitative and qualitative data review to expand and enhance APS practices and policies best practice development in order to evaluate and improve the program. This continued regional work is necessary to implement the National Adult Maltreatment Reporting System (NAMRS). ODAS staff participate in multiple presentations to the community increasing awareness and reporting responsibilities for elder abuse.

- In 2018, the Public Guardian Office concentrated on the review and use of technology to support team-based case management and enhance client service delivery. Using best practices information gathered from other counties, enhancements were made to the case management system under the existing vendor contract. For example, when an update is made to case by one team member an auto alert notification can be sent to other team members, improving communication and timeliness.
- SolanoCares4Seniors.org is a one-stop resource to connect seniors, families and service providers to up-to-date information about health topics, events and local services. The website enables the community to obtain information on health topics concerning seniors; get involved with community events and physical activities; and get connected to resources, such as housing, medical services, food programs, transportation, and other services. The website is housed on the Network of Care (NOC) resource site and, in 2018, a disabilities website, providing resources and services, was developed and implemented.
- Adult Preventive Health – The "Strive 2B Healthy" program initiated in 2017 provides home-based Public Health nursing which focus on health education, screening and referral, and linkage to community resources for the older and disabled adult population. The care includes, but is not limited to, chronic disease prevention and early intervention addressing hypertension, diabetes, heart disease, cancer and fall prevention.
- On September 27, 2018, the California Department of Aging (CDA) designated the County of Solano as the lead agency for the Napa/Solano AAA for Planning and Service Area 28 beginning January 1, 2019 (Fund 216 – BU 2160). The AAA Oversight Board and Advisory Council have been established. Contracts with service providers have been signed and implemented, and the fourth-year update to the current 4-year area plan completed. The needs assessment for the next 4-year area plan is underway, and the contracts for service providers will need to be renewed for FY2019/20.

WORKLOAD INDICATORS

Child Welfare Services

- In 2018, CWS received 4,731 reports for allegations of child abuse, which were evaluated and assessed. Of the 4,731 allegations, 2,278 led to investigations. These investigations led to the placement out of home for 265 children. During this period, 255 children were returned home.
- As of April 2019, CWS has 443 children and youth in out of home placement. Of 443 children in out of home placements, 160 are with a relative or non-relative extended family member; 24 in Group Homes or Short Term Residential Therapeutic Placements (STRTP's) (12 in County/12 out of County); 6 in Non-relative Resource Family/Foster homes; 153 in Foster Family Agency Certified Homes; 18 young adults in Supervised Independent Living placements; 77 youth in Non-Dependent Legal Guardianship placements and 5 youth in other placement types (court ordered or specialty homes).

Employment and Eligibility Services In calendar year 2018:

In calendar year 2018:

- E&ES received an average of 3,970 applications for enrollment to benefits and services per month, a decrease of 46 applications per month from the prior year and processed 148,758 visitors to the E&ES offices, a decrease of 11,018 from the prior year.
- E&ES continuing caseload Call Center (Benefits Action Center) handled 58,393 calls from the public, a 3% decrease or 1903 fewer calls from 2017, and a decrease of 18% or 12,782 calls from 2016.
- E&ES provided 86 security deposits and permanent housing assistance in the form of rental payments to 173 clients.

Welfare Administration

- The Special Investigations Bureau Overpayment Recovery Unit computed 413 overpayments/over issuances totaling over $1.0 million in the CalWORKs and CalFresh programs.
- The Appeals Unit had 1477 requests for hearings, an 8% increase from the previous year.
- In July 2018, the SIB and E&ES established a workgroup to collaborate on cases of interest to both bureaus. The collaboration led to a better understanding of rules and regulations for staff and has helped create better efficiencies in fraud referrals.

Older and Disabled Services

In calendar year 2018:

- IHSS received 1,572 applications for services, an increase of 38 applications, or 2%, over the prior year.
- Assisted 2,031 individuals through the IHSS enrollment process, including review of the qualifications and background, training for the implementation of the electronic services portal to be used when Electronic Visit Verification goes into effect, and claiming overtime and paid sick leave.
- The PA managed an average of 35 cases per month.

DIVISION BUDGET SUMMARY

The Recommended Budget represents increases of $2,404,803 or 2.2% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. The County General Fund Contribution of $6,857,684 reflects an increase of $1,047,708 or 18.0%, primarily to fund increased costs in the administration of CalFresh and Supplemental Security Income (SSI) Advocacy programs.

Primary Funding Sources

The primary funding sources for Social Services' 17 major programs are State allocations, federal funds, 2011 Realignment (See glossary for definition), and 1991 Realignment (See glossary for definition).

Federal funding includes the following: Title IV-E for Adoptions, Commercially Sexually Exploited Children (CSEC) Program, Child Welfare Services, Independent Living Program (ILP) and Kinship Guardianship Assistance Payment Program (Kin-GAP); Title XIX for Medi-Cal and Health Related (CWS, IHSS and APS); Temporary Assistance for Needy Families (TANF – See glossary for definition) for CalWORKs and CWS Emergency Assistance; Title XX for Child Welfare Services; Title IV-B for Child Welfare Services and Promoting Safe and Stable Families (PSSF); Title IIIB, IIIB C1 and C2, and Title IIIE for Napa/Solano AAA Administration, and State Administrative matching grants for the Supplemental Nutrition Assistance Program (SNAP) from the Department of Agriculture, also known as CalFresh.

State funds are primarily used for the following programs: Napa/Solano AAA, IHSS, CalWORKs and CalFresh administration. State funds are also allocated to support components of administering child welfare services that are not part of 2011 Realignment which includes the implementation of CCR. In the FY2019/20 Recommended Budget, the non-federal share of costs related to CCR activities are funded with State revenue and 1991 Realignment.

H&SS is projecting to use approximately $19,843,251 in Realignment revenues in FY2019/20. The estimated Realignment receipts are projected at the same level as FY2018/19 base receipts. Although H&SS is projecting that there will be sufficient combined 1991 and 2011 Realignment revenues to cover projected expenditures in FY2019/20, future Realignment receipts may not be sufficient to cover increasing administration and assistance costs (foster care and adoptions assistance). This poses an ongoing concern, particularly to CWS and APS programs that solely rely on Realignment funds to cover 100% nonfederal share of administration costs. Both 1991 and 2011 Realignment are funded by sales tax and vehicle license fees. Receipts from both sources typically experience a downward trend during periods of poor economic performance. The Governor's January Proposed Budget eliminates all funding for Foster Parent Recruitment, Retention and Support (FPRRS) and reduces State funding for Resource Family Approval. Activities related to these programs will be covered by 1991 Realignment in FY2019/20.

The fiscal impact of the proposed changes in IHSS Maintenance of Effort (MOE) structure that are included in the FY2019/20 Governor's January Proposed Budget and discussed in Fund 152 – BU 1520 is not included in the Recommended Budget. This Budget uses the existing IHSS MOE structure. State reconciliation of the FY2018/19 IHSS MOE may result in additional FY2019/20 costs not currently included in the Recommended Budget.

The Governor's January Proposed Budget projects net decreases in the administration of all components of the CalWORKs Single Allocation and CalFresh programs of approximately $67 and $31 million, respectively, due to declining caseloads attributed to ongoing economic improvements in California. Although there are proposed decreases in Statewide funding, the Recommended Budget assumes that Solano County will receive flat funding in FY2019/20. The State's methodology to allocate Statewide funding to all counties is based not only on caseloads but also on expenditures.

The County has a required share of cost for the administration of most Social Services programs, with the exception of ILP, Providing Safe and Stable Families (PSSF), Medi-Cal, and CMSP. County General Fund is also used for the administration costs of the General Assistance, Public Guardian and SSI Advocacy programs.

The County MOE for CalWORKs/CalFresh programs is $1,870,052. The CalFresh Match Waiver (See glossary for definition) was fully phased out beginning FY2018/19. The County is now required to pay 100% of its share of the nonfederal costs that are above the CalWORKs/Cal Fresh Maintenance of Effort. Prior year phase out match costs are calculated during the State closeout process, which is two years after close of a fiscal year. The estimated County match for FY2017/18, payable in FY2019/20, is $751,978 and is funded with local funds. It is estimated that the County match requirement above the County MOE for FY2018/19 is $663,187 and will be an additional County General Fund cost in FY2020/21.

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 FY2019/20 Recommended Budget for Social Services includes a $2,404,803 or 2.2% net increase in revenues compared to the FY2018/19 Adopted Budget.

- Increase of $178,453 in combined State and federal revenues primarily due to an increase in Medi-Cal Administration allocation offset by decreases in Title IV-E for CWS programs due to lower estimated program costs and in grant revenues due to the expiration of housing grants in FY2018/19.
- Decrease of $890,603 in combined 1991 and 2011 Realignment revenues representing the amount of Realignment revenue needed to cover projected program costs.
- Increase of $1,802,028 in prior year State and federal revenues due to higher FY2018/19 revenues estimated at Midyear for the administration of CalWORKs and CWS programs when compared to FY2018/19 Adopted Budget.
- Increase of $434,257 in Operating Transfers-In from Fund 216 – Napa/Solano Area Agency on Aging (AAA) representing reimbursement for program management and administrative support costs.
- Increase of $1,047,708 in County General Fund Contribution primarily due to the County share of cost increases for CalFresh administration, IHSS MOE (Administration), CalWIN and SSI Advocacy program offset by decreases for General Assistance administration and housing grants expiring in FY2018/19.
- Decrease of $167,040 in other revenues primarily representing a drawdown from the Wraparound Reinvestment Fund to cover the match requirement for Bringing Families Home program which expires in FY2018/19.

Primary Costs

Child Welfare Services (BU 7600) With recommended appropriations of $25,713,514, CWS includes the costs of social workers, supervisors, eligibility workers, and administrative and clerical support staff dedicated primarily to child protective services. Other programs administered by CWS include Adoptions, Foster Care Eligibility, Supportive and Therapeutic Options, Family Preservation, Wraparound Services, Child Abuse Prevention, Transitional Housing Placement Program, Bringing Families Home, Emergency Child Care Bridge Program, and contracted Community Services.

Employment and Eligibility Services (BU 7650) With recommended appropriations of $61,222,295, E&ES includes the costs of staff dedicated to eligibility determination and welfare-to-work programs, eligibility workers, employment services, social workers, supervisors, and administrative and clerical support staff. Also included is the cost of employment services contracts, ancillary and transportation services provided to CalWORKs clients, and housing support services. Programs administered include CalWORKs, Medi-Cal, CMSP, CalFresh, Refugee, General Assistance, and housing support programs.

Welfare Administration (BU 7545) With recommended appropriations of $7,074,259, WA includes the costs of welfare fraud investigators, appeals specialists, and administrative and clerical support staff who receive reports of potential fraud in all social services programs. WA conducts investigations on these reports and also hears appeals from clients regarding decisions made

on benefits for assistance programs and IHSS services. Clerical and accounting staff who handle fiscal disbursement functions for the assistance programs are also included in this cost center.

Older and Disabled Adult Services (BU 7640) With recommended appropriations of $14,423,341, ODAS includes the costs of social workers, and administrative and clerical support staff dedicated to IHSS, APS, and PG functions.

Special Projects (BU 7675) With recommended appropriations of $4,931,473, Special Projects includes the costs for the Transitional Housing Assistance Program for emancipated foster youth, the CalWIN database and case management system used to determine eligibility for Assistance Programs, and other costs covered by the CalWIN allocation.

Napa/Solano Area Agency on Aging (BU 7685) With recommended appropriations of $487,257, Napa/Solano AAA includes the costs of staff dedicated to Napa/Solano AAA.

The FY2019/20 Recommended Budget includes a $2,404,803 or 2.2% net increase in appropriations due to the following:

- Increase of $2,020,710 in Salaries and Benefits primarily due to increases in retirement costs, health insurance, and wages and benefits for new positions offset by an increase in salary savings based on vacancy trends.
- Decrease of $428,564 in Services and Supplies primarily due to decreases in data processing services due to an over projection in prior year; software maintenance and support costs due to the completion of a calendaring project in FY2018/19; County information technology costs and computer refresh costs. These are offset by increases in liability insurance, ergonomic equipment and building lease costs for 425, 427 and 431 Executive Court facilities.
- Increase of $112,998 in Other Charges due to increases in Countywide Administrative Overhead and contracted direct services for transitional housing and supportive services to foster care youth, offset by decreases in interfund charges from General Services and other departments, housing support and direct services for CalWORKs clients based on prior year spending.
- Decrease of $28,000 in Fixed Assets due to no request for fixed assets in FY2019/20.
- Decrease of $39,126 in Other Financing Uses due to no debt service payments beginning FY2019/20.
- Increase of $766,785 in Intrafund Transfers due to increases in Social Services' allocated share of H&SS administration costs, program and administrative support costs for the Napa/Solano AAA, and reimbursement to Public Health for the new CalWORKs Home Visiting Initiative.

Contracts

The recommended appropriations for Social Services include $3,747,777 or 3.3% in contracted direct services for the provision of services to CWS, E&ES and Transitional Housing. H&SS will return to the Board after the FY2019/20 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	27	200	200	0	0.0%
INTERGOVERNMENTAL REV STATE	35,912,884	42,282,301	41,955,035	(327,266)	(0.8%)
INTERGOVERNMENTAL REV FEDERAL	58,351,140	62,276,765	63,693,909	1,417,144	2.3%
CHARGES FOR SERVICES	923,390	782,000	768,062	(13,938)	(1.8%)
MISC REVENUE	371,692	243,302	90,200	(153,102)	(62.9%)
OTHER FINANCING SOURCES	158,487	53,000	487,257	434,257	819.4%
GENERAL FUND CONTRIBUTION	5,419,375	5,809,976	6,857,684	1,047,708	18.0%
TOTAL REVENUES	**101,136,996**	**111,447,544**	**113,852,347**	**2,404,803**	**2.2%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	66,365,843	72,115,729	74,136,439	2,020,710	2.8%
SERVICES AND SUPPLIES	11,492,510	13,810,976	13,382,412	(428,564)	(3.1%)
OTHER CHARGES	14,139,367	15,987,435	16,100,433	112,998	0.7%
F/A EQUIPMENT	25,443	28,000	0	(28,000)	(100.0%)
OTHER FINANCING USES	1,957,789	792,392	753,266	(39,126)	(4.9%)
INTRA-FUND TRANSFERS	7,171,745	8,713,012	9,479,797	766,785	8.8%
TOTAL APPROPRIATIONS	**101,152,697**	**111,447,544**	**113,852,347**	**2,404,803**	**2.2%**
NET CHANGE	**15,701**	**0**	**0**	**0**	**0.0%**

STAFFING					
SOCIAL SERVICES DIVISION	686.25	652.75	654.75	2.00	0.3%
TOTAL STAFFING	**686.25**	**652.75**	**654.75**	**2.00**	**0.3%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

In September 2018, the California Department of Aging (CDA) designated Solano County as the lead agency for the Napa/Solano AAA for Planning and Service Area 28 following the closure of the previous non-profit performing the work for both counties. The BOS approved an increase of $421,214 in the Division's FY2018/19 Working Budget to provide program management and administrative support to AAA. Please refer to (Fund 216 - BU 2160) for Napa/Solano AAA programs.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below:

On September 25, 2018, the following position was added to support the new Napa/Solano AAA:

- Added 1.0 FTE Program Manager

On February 26, 2019, as part of the Midyear Report the Board approved the following position changes:

- Extend 2.0 FTE Limited-Term Social Worker II in Employment and Eligibility Services through June 30, 2021.

The FY2019/20 Recommended Budget includes the following position changes:

Child Welfare Services

- Add 2.0 FTE Social Worker III Limited-Term Project to June 20, 2021 for CCR implementation, funded with federal and State allocations, and 1991 and 2011 Realignment
- Add 2.0 FTE Social Worker II for emergency response placement support, funded with federal and State allocations, and 1991 and 2011 Realignment
- Add 1.0 FTE H&SS Systems Interface Specialist (TBD) to support implementation of the new statewide CWS database system, funded with federal and State allocations, and 1991 and 2011

Employment and Eligibility Services

- Reclassify 3.0 FTE from Employment Resources Specialist (ERS) II to H&SS Systems Interface Specialist (TBD) to more accurately reflect the duties and responsibilities, funded with federal and State allocations and County General Fund
- Reclassify 1.0 FTE from Employment Resources Specialist Supervisor to H&SS Systems Interface Specialist Supervisor (TBD) to more accurately reflect the duties and responsibilities, funded with federal and State allocations and County General Fund
- Delete 1.0 FTE Office Assistant II, funded with federal and State allocations and County General Fund
- Delete 1.0 FTE Office Assistant III, funded with federal and State allocations and County General Fund
- Delete 2.0 FTE Eligibility Benefits Specialist II, funded with federal and State allocations and County General Fund
- Delete 1.0 FTE Employment Resources Specialist Supervisor, funded with federal and State allocations and County General Fund

Older and Disabled Adult Services

- Add 1.0 FTE Accounting Technician to support the Public Guardian/Public Administrator, funded with County General Fund

Welfare Administration

- Add 1.0 FTE Investigative Assistant to support investigations, funded with federal and State allocations and County General Fund
- Delete 1.0 FTE Welfare Fraud Investigator, funded with federal and State allocations and County General Fund

PENDING ISSUES AND POLICY CONSIDERATIONS

Child Welfare Services

In an effort to support counties' efforts to enhance caregiver recruitment under CCR, funding was provided to County welfare and probation departments for the recruitment of new foster family home caregivers, referred to as Foster Parent Recruitment, Retention and Support (FPRRS). FPRRS funding is proposed to be eliminated for FY2019/20, a loss of approximately $234,450 for Solano County for this program.

The Governor's proposed State Budget does not continue State funding for CWS' administration of Resource Family Approval or to reduce the backlog of RFA approvals; therefore, the Division will need to utilize Social Services 1991 Realignment to fund these activities.

Social Worker Recruitment and Retention continue to be a challenge in public child welfare nationally and Solano County CWS is not exempt. Although Solano County's CWS trends slightly lower and higher compared to other local counties, the impact on workers, clients, training and practice is immense.

Case Reviews are a requirement of CWS. Solano County CWS is underspending its case review allocation and not able to complete case reviews due to staffing vacancies. The State's ability to pass the Performance Improvement Plan depends 100% on its case review findings; therefore, completing case reviews is critical or the State faces fiscal penalties. Solano County is exploring how best to address this critical case program requirement while balancing the needs of other core child welfare programs.

Employment and Eligibility Services

In FY2018/19, 27 positions were held vacant in order to avoid exceeding State funding allocations for the administration of E&ES programs and these positions were reflected in the budgeted salary savings. As part of the FY2018/19 Midyear review, five of the 27 positions were released. For FY2019/20, five additional positions have been released, leaving 17 frozen positions. At this staffing level, the current E&ES budget is still projected to overspend funding allocations in CalFresh, CalWORKs and Medi-Cal administration; therefore, five positions are recommended for deletion in order to better align the Division's staffing levels with ongoing revenue allocations. The Governor's proposed budgets notes continued caseload decline in CalWORKs and

CalFresh and future increases in State allocations are not anticipated; however, the remaining 12 positions held unfilled provide future flexibility to the Division should revenue allocations and caseloads increase.

Supplemental Security Income (SSI) Cash Out - Assembly Bill 1811, the FY2018/19 Human Services Omnibus Trailer Bill, reverses the CalFresh eligibility policy known as “cash-out” under which Supplemental Security Income (SSI)/State Supplemental Payment (SSP) recipients are ineligible for CalFresh. In addition, AB 1811 creates the SSI/SSP Cash-In Supplemental Nutrition Benefit (SNB) Program and the SSI/SSP Cash In Transitional Nutrition Benefit (TNB) Program and augments the grant amount for the Cash Assistance Program for Immigrants (CAPI). Beginning June 1, 2019 individuals receiving or authorized to receive SSI/SSP are eligible for CalFresh, provided all other eligibility criteria are met. Additionally, at that time, current CalFresh households negatively affected by the policy change may be eligible for SNB and TNB Program benefits. Statewide, this change is expected to impact approximately 370,000 individuals, and locally in Solano County it is estimated to impact an estimated 4,600 individuals.

CalFresh Able-Bodied Adult Without Dependents (ABAWD) - Individuals that are considered able-bodied adult without dependents (ABAWD) are limited to three full months of CalFresh benefits in any 36-month period unless they are working or participating in any qualifying work activity for at least 20 hours per week, are exempt from the ABAWD time limit, or are living in a waived area. A County, or an entire State, can be approved for a waiver of the ABAWD time limit if it meets federally established criteria for high unemployment or lack of sufficient jobs. California’s statewide waiver of the ABAWD time limit expired on August 31, 2018. Beginning September 1, 2018, California implemented ABAWD time limit in three counties, San Francisco, San Mateo, and Santa Clara. Beginning September 1, 2019 an additional three counties will implement ABAWD time limit – Alameda, Contra Costa and Marin. California’s remaining 52 counties, including Solano County, will maintain their ABAWD time limit waivers through August 31, 2020. When the ABAWD time limit waiver expires for Solano County, employment services and supports will need to be established for the CalFresh population.

Public Charge - Public Charge is an immigration law that allows federal authorities to deny legal status to individuals dependent on the government for certain types of benefits. For decades, this test considered only whether an immigrant would require cash benefits such as Temporary Assistance for Needy Families (TANF), CalWORKs in California, or Supplemental Security Income (SSI), or long-term care, paid by the government. The Federal Administration’s proposed changes would expand the Public Charge rule to include other benefit programs such as Medi-Cal; Medicare Part D Low Income Subsidy; Supplemental Nutrition Assistance Program (SNAP), known as CalFresh in California; Public Housing and Section 8 Housing CHOICE Voucher and Rental Assistance. The public comment period for the proposed rule changes ended December 10, 2018. The federal government administration is currently reviewing the submitted comments at the conclusion of which a final rule will be issued and deemed effective 60 days after issuance.

While the public charge test has been in place for decades, the new proposed rule changes takes this principle in a new direction, and, if adopted, would ultimately punish immigrants for accessing non-cash health, nutrition, and housing support programs that are designed to help families succeed and thrive in Solano County. The proposed rule changes could have a negative direct impact on the well-being of immigrant families in Solano County who lawfully receive this assistance.

Older and Disabled Adult Services

The continued aging of Solano County’s population is anticipated to place burdens on ODAS programs through caseload growth, affecting IHSS, IHSS PA, APS, and PA/PG/PC.

Details on pending issues related to the IHSS MOE are included in the IHSS (Fund 152 - Dept 1520) budget narrative.

BUREAU PURPOSE

On March 5, 2002, the Solano County Board of Supervisors established an In-Home Supportive Services (IHSS) Public Authority (PA) to act as the Employer of Record for In-Home Supportive Services providers. In addition to serving as the employer of record for IHSS providers, the IHSS PA also provides services to IHSS consumers. Health and Social Services (H&SS) Social Services Division, through a Memorandum of Understanding (MOU) with the IHSS PA Board, provides the administration for the IHSS PA. This budget unit was established to track revenues and expenditures for staff positions and other operating costs affiliated with the administration of the IHSS PA.

FUNCTION AND RESPONSIBILITIES

H&SS dedicates staff and operating expenditures in this budget unit to fulfill the requirements set forth in Welfare and Institutions Code section 12301.6 as follows: a) operate as the employer of IHSS providers for the purposes of collective bargaining over wages, hours, and other terms of employment such as administering health benefits; b) assist IHSS consumers in finding IHSS providers through the establishment of a registry and referral system under which IHSS providers shall be referred (recipient – provider matching services); c) investigate the qualifications and background of all IHSS providers; d) provide training to IHSS providers and consumers; e) provide administrative support to the IHSS PA Advisory Committee; and f) perform any other functions as necessary for the operation of the IHSS PA.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- In 2018, the IHSS PA implemented a monthly topic-based support group for IHSS care providers in Fairfield and Vallejo, with a total of 50 IHSS care providers attending across all months. Topics included heart health, nutrition, stress management, dealing with memory loss, and coping with grief.
- In 2018, the IHSS PA received 170 fewer applications from individuals wishing to be listed on the registry which was a reduction of 117 new applicants when compared to 2017. In addition, 115 providers withdrew from the registry, making it more difficult to assist IHSS clients in finding or keeping their IHSS provider.

WORKLOAD INDICATORS

In 2018:

- The IHSS PA maintained an average of 367 providers on the IHSS PA Provider Registry to serve an average of 440 IHSS consumers per month. These providers represent a subset of the 4,375 countywide IHSS paid providers as of March 2019.
- Processed 170 applications from individuals interested in being placed on the IHSS PA provider registry, resulting in 112 new providers added, a decrease of 50 new providers when compared to the prior year.
- Sent 1,124 provider lists to IHSS recipients who requested assistance in finding a provider. Of these lists, 154 were coded as urgent service requests indicating assistance was needed within 24 hours or the same day.
- Served 839 IHSS consumers, an increase of 15 average monthly consumers when compared to the prior year. These consumers experience complex needs requiring ongoing support to effectively hire, supervise and retain IHSS providers.
- Provided 1,203 of intervention services including intake, information and assistance, mediation to resolve complex issues, and follow-up.
- In 2018, IHSS PA staff administered health benefits to an average of 1,165 IHSS providers per month. All eligible IHSS providers who requested to be added to the health plan were enrolled within 30 days of receiving the request throughout the year. In addition to this benefit, IHSS PA staff issued safety supplies (gloves, sanitary wipes) to 22 individual providers who requested them.

BUREAU BUDGET SUMMARY

The Recommended Budget represents decreases of $19,795 or 2.0% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget.

Bureau 7690 is primarily comprised of the cost of H&SS dedicated staff and operating expenditures needed to administer the IHSS PA responsibilities.

Primary Funding Sources

IHSS PA Administration is primarily funded with an Operating Transfers-In of $943,501 from the IHSS PA operating fund (Fund 152 - BU 1520) to reimburse H&SS for administrative support staff and operating costs.

The FY2019/20 Recommended Budget projects a $19,795 or 2.0% decrease in revenues due to lower reimbursement from Fund 152 as a result of an overall decrease in costs.

Primary Costs

Primary costs for IHSS PA Administration are: $660,219 for Salary and Employee Benefits; $105,618 for Services and Supplies; $57,767 for Other Charges; $6,233 for Other Financing Uses; and $129,264 for Intrafund Transfers.

The FY2019/20 Recommended Budget projects a $19,795 or 2.0% decrease in appropriations primarily due to the following:

- Increase of $5,285 in Salary and Employee Benefits due to increased retirement costs.
- Decrease of $4,832 in Services and Supplies due to decreases in IT related costs, education and training, and office equipment.
- Decrease of $9,112 in Other Charges primarily representing a decrease in Countywide admin overhead.
- Decrease of $10,285 in Intra-Fund Transfer primarily representing a decrease in H&SS departmental Administrative Overhead charged to IHSS PA - Administration.

Contracts

The FY2019/20 Recommended Budget includes a total of $35,948 or 3.7% in contracted services which includes the following significant contracts:

- $17,348 Software licenses and maintenance services.
- $15,600 Provider training and support services.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	5,059,381	0	0	0	0.0%
MISC REVENUE	1,500	0	15,600	15,600	0.0%
OTHER FINANCING SOURCES	955,981	978,896	943,501	(35,395)	(3.6%)
GENERAL FUND CONTRIBUTION	5,487,182	0	0	0	0.0%
TOTAL REVENUES	**11,504,044**	**978,896**	**959,101**	**(19,795)**	**(2.0%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	672,344	654,934	660,219	5,285	0.8%
SERVICES AND SUPPLIES	106,510	110,450	105,618	(4,832)	(4.4%)
OTHER CHARGES	10,417,137	66,879	57,767	(9,112)	(13.6%)
OTHER FINANCING USES	202,651	7,084	6,233	(851)	(12.0%)
INTRA-FUND TRANSFERS	105,958	139,549	129,264	(10,285)	(7.4%)
TOTAL APPROPRIATIONS	**11,504,600**	**978,896**	**959,101**	**(19,795)**	**(2.0%)**
NET CHANGE	**556**	**0**	**0**	**0**	**0.0%**

STAFFING					
IHSS - PA ADMINISTRATION	6	5	5	0	0.0%
TOTAL STAFFING	**6**	**5**	**5**	**0**	**0.0%**

BUREAU COMMENTS

None.

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The IHSS PA continues to recruit additional IHSS providers for the registry to meet the continued demand of referrals. Recruitment and retention of providers on the registry remains challenging as the number of new IHSS clients referred continues to grow, fewer individuals are applying to the registry, and more IHSS providers are requesting to terminate their listing on the registry.

With paid sick leave increasing from 8 hours to 16 hours in FY2019/20, the IHSS PA anticipates an increase in the number of registry urgent service requests, similar to the increase seen in calendar year 2018. There is not an incentive for a registry provider to make themselves available for on-call or backup assistance, and this challenge could result in IHSS consumers not being able to access services, potentially creating safety risks for consumers with greater or more complex needs.

Please refer to IHSS PA (Fund 152 - BU 1520) for more information regarding the new IHSS MOE structure effective July 1, 2017 and the California Governor's January Budget IHSS proposal.

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 constant changes in federal and State regulations, court decisions and economic conditions. The projections are based on the current trend in caseloads, which is not always predictable.

Continuum of Care Reform (AB 403 - CCR) (See glossary for definition) Effective February 1, 2018, the new Home-Based Family Care (HBFC) and Short Term Residential Therapeutic Program (STRTP) level of care (LOC) rates structure was implemented retroactive December 2017. This legislative set of changes raises rates and is intended to support the State's decision under the Continuum of Care Reform to reduce use of group homes and place children in fewer homes. The new LOC structure applies to the following:

- Foster Family Agencies (FFAs)
- Short-Term Residential Therapeutic Program
- Foster Family Homes
- Intensive Services Foster Care (FFA-based, County-based [non-FFA] and Family-Only) and Intensive Treatment Foster Care
- Adoptions Assistance Program (AAP) homes, Kinship Guardian Assistance Program (Kin-GAP), Fed-GAP rates that changed beginning January 1, 2017
- Relative placements, including the Approved Relative Caregiver

The new rates impact only new and re-evaluated cases. The new rates under CCR are higher and the State's assumption is that group home payments will decrease to a level which offsets the increases under the new rate structure.

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 $4,812,634 or 10.0% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. The County General Fund (CGF) Contribution of $3,791,474 represents a decrease of $446,334 or 10.5% as a result of program funding changes.

Primary Funding Sources

The primary funding sources are federal entitlement funds, State funds, 1991 and 2011 Realignment (See glossary for definition), and CGF. Federal funds include Foster Care and Adoptions Assistance (Title IV-E), CalWORKs or Temporary Assistance for Needy Families (TANF) (See glossary for definitions), and Title XX federal funds.

Both Foster Care and Adoptions Assistance programs are included in 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 2011 Realignment sales tax revenues for these programs are not sufficient to cover costs.

CalWORKs Assistance program costs were realigned with 2011 Realignment differently from other programs. The State shifted Proposition 63, Mental Health Services Act (MHSA) (See glossary for definition) funding on a one-time basis in order to fund Mental Health Programs which were, at that time, funded through 1991 Realignment. The State then shifted the freed up 1991 Mental Health Realignment funds to pay for CalWORKs Assistance costs.

In addition, AB 85 (See glossary for definition) changed the 1991 Realignment structure to enable counties' indigent health care savings to be captured and redirected to pay for CalWORKs State General Fund assistance costs, thereby freeing up State General Fund to pay for the State's Medi-Cal expansion costs. The State added subaccounts in the 1991 Realignment structure, namely the Family Support Account, funded with 1991 Realignment Sales Tax revenues and the Child Poverty and Family Supplemental Support, funded by Vehicle License fees.

To provide funding for the Child Poverty and Family Supplemental Support subaccount, AB 85 changed the 1991 Realignment general growth formulas, capping general growth for the Health subaccount at 18.45% and eliminating general growth funding for Social Services. The Child Poverty and Family Supplemental Support subaccount is used to fund CalWORKs Assistance grant increases and the repeal of the Maximum Family Grant (MFG) rule (See glossary for definition), effective January 1, 2017. To the extent that 1991 Realignment funds resulting from the account structure change do not cover the State's share of cost for CalWORKs, the State is continuing to fund their share from State General Fund. The Governor's FY2019/20 proposed budget assumes that there will be sufficient State General Fund provided each year to cover any shortfalls in the amount needed to fully fund the grant increases and MFG repeal.

The FY2019/20 Recommended Budget includes a $4,812,634 or 10.0% net increase in revenues due to an increase in the projected number of payments issued in Aid to Families with Dependent Children- Foster Care (AFDC-FC) and increases in CalWORKs grants. The changes are reflected in the following revenue sources:

- $2,237,387 in AB 85/Child Poverty and Family Support funds to fund CalWORKs.
- $1,676,934 increase in combined 1991 and 2011 Realignment revenues.
- $729,800 increase in State and federal revenues.
- $532,415 increase in State-redirected 1991 Mental Health Realignment to fund CalWORKs.
- $446,334 decrease in CGF contribution.
- $82,432 increase in prior year State and federal revenue.

Primary Costs

The FY2019/20 Recommended Budget includes a $4,812,634 or 10.0% net increase in appropriations primarily due to the following:

Adoptions Assistance Program (BU 7901) - $737,876 or 10.6% increase in appropriations due to increase in estimated average grant from $1,001 in FY2018/19 to $1,101 in FY2019/20.

Foster Care Assistance Programs - $1,744,127 or 14% net increase in appropriations due to the following:

- Foster Care (BU 7903) – Costs are expected to increase by $1,929,275 or 19.3% when compared to FY2018/19 Adopted Budget due to increase in projected paid cases based on recent trends.
- County Only Foster Care (BU 7908) – Costs are projected to increase by $59,131, or 8.9% when compared to FY2018/19 Adopted Budget. FY2019/20 costs are estimated based on FY2017/18 actual expenditures adjusted by the California Necessities Index (CNI) for FY2018/19 and FY2019/20.
- Kin-GAP (BU 7902) – Costs are projected to decrease by $244,279 or 16.5% when compared to FY2018/19 Adopted Budget. FY2019/20 cost estimates are based on an estimated 99 average cases, a decrease of 35 average cases from FY2018/19, at a $1,039 average grant per month.

CalWORKs Assistance (BU 7904) - $2,257,831 or 8.8% increase in appropriations primarily due to grant increase of 10% effective April 1, 2019 and 13% effective October 1, 2019. FY2019/20 cost estimates are based on an estimated 3,613 average cases, a decrease of 401 average cases from FY2018/19 and 603 average cases from FY2017/18. The average grant per month is estimated at $641.

Refugee Assistance (BU 7906) - $16,632 or 68.8% net decrease in appropriations due to a decrease in projected paid cases.

General Assistance (BU 7907) - $110,470 or 4.3% net decrease in appropriations due to a decrease in projected paid cases. FY2019/20 cost estimates are based on an estimated 565 average cases, a decrease of 12 average cases from FY2018/19 and 111 average cases from FY2017/18. The average grant per month is estimated at $355.

Approved Relative Caregiver (BU 7909) - $204,794 or 134.4% increase in appropriations due to an increase in projected paid cases. FY2019/20 cost estimates are based on an estimated 30 average cases, an increase of 17 average cases from FY2018/19, at $992 average grant per month.

Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS) and Low-Income Home Energy Assistance Program (LIHEAP (BU 7911) - $4,892 or 1.5% decrease in appropriations. This budget is uses to record the expenditures for these State programs that assist CalWORKs clients with utility bills and provide a supplement to their monthly CalFresh (See glossary for definition) grant.

Contracts

The FY2019/20 Recommended Budget includes $1,787,738 in contracted direct services for the provision of Adoption and Foster Care Wraparound services and $130,874 in the Emergency Child Care Bridge Program for Foster Care. H&SS will return to the Board after the FY2019/20 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

DIVISION COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	33,605,411	33,882,825	36,431,591	2,548,766	7.5%
INTERGOVERNMENTAL REV FEDERAL	11,811,579	9,816,600	12,526,802	2,710,202	27.6%
GENERAL FUND CONTRIBUTION	3,980,638	4,237,808	3,791,474	(446,334)	(10.5%)
TOTAL REVENUES	**49,397,628**	**47,937,233**	**52,749,867**	**4,812,634**	**10.0%**
APPROPRIATIONS					
OTHER CHARGES	48,837,986	47,937,233	52,749,867	4,812,634	10.0%
OTHER FINANCING USES	559,642	0	0	0	0.0%
TOTAL APPROPRIATIONS	**49,397,628**	**47,937,233**	**52,749,867**	**4,812,634**	**10.0%**
NET CHANGE	**0**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

On March 12, 2019, the Board of Supervisors authorized revisions to the General Assistance (GA) Minute Order. The GA grant amount, previously tied to the CalWORKs grant, remains at the current level of $355 effective April 1, 2019. Annually, thereafter, the GA grant amount will be adjusted based on the same percentage change as the U.S. Census Bureau Federal Poverty Level increase or decrease. The Recommended Budget reflects this change.

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.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	4,283,648	17,727,378	20,171,411	2,444,033	13.8%
9600 MHSA	20,464,734	19,310,794	20,919,206	1,608,412	8.3%
7950 TOBACCO PREVENTION & EDUCATION	349,406	851,328	801,423	(49,905)	(5.9%)
APPROPRIATIONS					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	4,316,426	17,694,599	20,171,411	2,476,812	14.0%
9600 MHSA	19,630,907	25,074,536	26,409,048	1,334,512	5.3%
7950 TOBACCO PREVENTION & EDUCATION	349,406	851,328	801,423	(49,905)	(5.9%)
NET CHANGE					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	32,778	(32,779)	0	32,779	(100.0%)
9600 MHSA	(833,827)	5,763,742	5,489,842	(273,900)	(4.8%)
7950 TOBACCO PREVENTION & EDUCATION	0	0	0	0	0.0%

A summary of the budgets administered by the Health and Social Services Department is provided on the following pages.

DEPARTMENTAL PURPOSE

The In-Home Supportive Services (IHSS) Public Authority (PA) is a distinct legal entity that serves as the Employer of Record for In-Home Supportive Services caregivers (also known as IHSS providers) in Solano County, established in accordance with California Welfare and Institutions Code section 12301.6. The Solano County Board of Supervisors serves as the Governing Board for this separate legal entity. In addition to serving as the Employer of Record for IHSS, the Public Authority also provides services to IHSS consumers.

FUNCTION AND RESPONSIBILITIES

On March 5, 2002, the Solano County Board of Supervisors established the Public Authority to act as the Employer of Record for IHSS providers. The IHSS Public Authority, a governmental entity separate and distinct from Solano County, established an MOU with the County to provide staff and all administrative services for the IHSS PA.

This budget unit includes administrative costs incurred by the IHSS PA (BU 1521), IHSS Public Authority Advisory Committee (BU 1522), health benefit premium payments for IHSS providers (BU 1523), and the IHSS MOE - Services (BU 1523). The required County General Fund Contribution for these functions is budgeted in this fund.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- In 2018, the IHSS Public Advisory Committee met bimonthly to discuss issues pertinent to the In-Home Supportive Services program and to make recommendations regarding service delivery. The Committee sponsored the May 2018 Spring Conference and Resource Fair at the County Events Center with over 100 participants attending; co-sponsored the November 2018 Provider Recognition Event to recognize IHSS providers for their dedication to client service; and provided an annual update to the Board of Supervisors.

WORKLOAD INDICATORS

Relevant workload indicators are incorporated in H&SS Social Services IHSS Public Authority Bureau (BU 7690).

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $2,444,033 or 13.8% in revenues and an increase of $2,476,812 or 14.0% in appropriations when compared to the FY2018/19 Adopted Budget. The net increase is primarily due to a 7% inflation factor applied to the IHSS MOE for FY2019/20 per statute.

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 FY2019/20 Recommended Budget projects a $2,444,033 or 13.8% net increase in revenues primarily due to increases in 1991 Realignment and County General Fund necessary to fund the increase in the IHSS MOE.

Primary Costs

Primary costs for IHSS Public Authority are $19,213,335 in Other Charges and $943,501 in Operating Transfers-Out.

The FY2019/20 Recommended Budget projects a net increase of $2,476,812 or 14.0% in appropriations primarily due to the following:

- Increase of $2,603,338 in IHSS MOE – Services primarily representing the 7% inflation factor increase in FY2019/20.
- Decrease of $68,770 in Individual Providers – IHSS due lower projected health premium payments. The FY2019/20 Recommended Budget is based on 1,450 enrolled providers at $207.83 per month/per provider for a total of $3,616,242.

Contracts

The recommended appropriations include $3,616,242 in estimated health plan costs.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	1,278,316	8,346,398	9,780,319	1,433,921	17.2%
INTERGOVERNMENTAL REV FEDERAL	2,240,032	2,469,447	2,407,672	(61,775)	(2.5%)
OTHER FINANCING SOURCES	181,609	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	583,691	6,911,533	7,983,420	1,071,887	15.5%
TOTAL REVENUES	**4,283,648**	**17,727,378**	**20,171,411**	**2,444,033**	**13.8%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	15,675	14,575	(1,100)	(7.0%)
OTHER CHARGES	3,360,445	16,700,028	19,213,335	2,513,307	15.0%
OTHER FINANCING USES	955,981	978,896	943,501	(35,395)	(3.6%)
TOTAL APPROPRIATIONS	**4,316,426**	**17,694,599**	**20,171,411**	**2,476,812**	**14.0%**
NET CHANGE	**32,778**	**(32,779)**	**0**	**32,779**	**(100.0%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

In April 2019, Symetra Life Insurance Company notified the Solano County IHSS Public Authority of its planned non-renewal of the policy for the Solano County IHSS providers effective July 1, 2019. SEIU 2015 has requested to bargain over any changes to benefits and the IHSS PA is working with Solano County Human Resources and the Insurance Broker.

In FY2019/20, the California Department of Social Services plans to issue clarification regarding the appropriate claiming of expenses for the IHSS PA Advisory Committee and non-health related benefits such as safety supplies. This policy clarification may identify certain Advisory Committee expenses as ineligible for State and federal reimbursement.

The FY2019/20 IHSS MOE was calculated using the current IHSS MOE methodology and the State's interim FY2018/19 IHSS MOE (equal to the FY2017/18 preliminary IHSS MOE) plus the statutory 7% inflation factor. The State is expected to finalize its annual reconciliation of the IHSS MOE in September 2019. The reconciliation will establish the final FY2018/19 County IHSS MOE base amount and could result in either a decrease or no change in the base amount.

The Governor's January Proposed Budget included changes to the IHSS MOE structure based on recommendations contained in the SB 90 1991 Realignment Report presented by the Department of Finance to the State legislature in January 2019. The following methodology changes are included in the recommendations:

- Rebase the IHSS MOE in FY2019/20 to $1.56 billion. For reference, the final IHSS MOE for FY2017/18 was $1.66 million (before State General Fund offsets) and the inflation factor for FY2018/19 is 5%, bringing the FY2018/19 IHSS MOE to $1.74 million without any individual counties' wage/benefit adjustments.
- Reduce the inflation factor in FY2020/21 to 4% from 7% (current law).

- Cease the redirection of 1991 Realignment Vehicle License Fee (VLF) growth revenues from Health and Mental Health subaccounts to Social Services beginning FY2019/20.
- Cease acceleration of payment of Social Services 1991 Realignment sales tax growth revenues beginning FY2019/20 and return to the original methodology for calculating caseload growth for IHSS (comparison to prior years).
- Eliminate growth allocations to the CMSP Board beginning in FY2019/20 until the Board's operating reserves fall below three months. Note that this proposal eliminates both sales tax and VLF growth revenues to CMSP.

If the IHSS MOE methodology is modified by the State Legislature, the County IHSS MOE amount will be recalculated.

DEPARTMENTAL PURPOSE

On May 7, 2013 the Solano County Board of Supervisors approved the establishment of the Mental Health Services Act (MHSA) budget unit in accordance with State Welfare & Institutions Code (WIC) section 5892(f) to facilitate the MHSA County Fiscal Accountability Certification required by the State.

FUNCTION AND RESPONSIBILITIES

MHSA was established in November 2004 with the passage of Statewide Proposition 63 which placed a 1% tax on personal income in excess of $1 million and provided the first opportunity in many years for the California Department of Mental Health (DMH) to provide increased funding for personnel and other resources to support County mental health programs and monitor progress toward statewide goals for children, transition age youth, adults, older adults and families. MHSA continues under the oversight of the Oversight and Accountability Commission. Programs are based upon community specific needs and intended to address a broad continuum of prevention, early intervention and service needs and the necessary infrastructure, technology and training elements necessary. Up until FY2013/14, MHSA funds were allocated in H&SS Fund 902.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

MHSA programs continue to set trends for community oriented mental health prevention, outreach, and early intervention, as well as intensive and population-focused service delivery. The County transitioned its supported employment project to the evidence-based model, Individual Placement and Support (IPS). Adult Full-Service Partnership (FSP) teams are receiving training to implement the Assertive Community Treatment (ACT) model. This year represented the second year of the MHSA Three Year Plan, which includes development of a mobile crisis program, additional expansion of outpatient children's school-based services, and expansion of intensive services to foster youth and commercially sexually exploited youth. The crisis stabilization unit transitioned to a new vendor, adopting a trauma-informed and recovery-oriented model.

WORKLOAD INDICATORS

Workload Indicators are included in H&SS Behavioral Health (BU 7780).

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $1,608,412 or 8.3% in revenues and an increase of $1,334,512 or 5.3% in appropriations when compared to the FY2018/19 Adopted Budget. There is no County General Fund Contribution to this fund. MHSA revenues are directly recognized in this fund and transferred to Fund 902 to reimburse MHSA qualifying expenditures.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	473,133	364,574	364,574	0	0.0%
INTERGOVERNMENTAL REV STATE	19,991,601	18,946,220	20,554,632	1,608,412	8.5%
TOTAL REVENUES	**20,464,734**	**19,310,794**	**20,919,206**	**1,608,412**	**8.3%**
APPROPRIATIONS					
OTHER CHARGES	275	279	426	147	52.7%
OTHER FINANCING USES	19,630,632	25,074,257	26,408,622	1,334,365	5.3%
TOTAL APPROPRIATIONS	**19,630,907**	**25,074,536**	**26,409,048**	**1,334,512**	**5.3%**
CHANGE IN FUND BALANCE	**(833,827)**	**5,763,742**	**5,489,842**	**(273,900)**	**(4.8%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The increase of $1,608,412 in revenues is primarily due to a projected increase in Statewide MHSA revenues due to a projected increase in revenue generation and interest earned on the fund when compared to the FY2018/19 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 $1,334,512 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 $5,489,842.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DEPARTMENTAL PURPOSE

Tobacco Prevention and Education Program (TPEP) is a Health Promotion and Community Wellness program mandated by the California Department of Public Health (CDPH), Tobacco Control Program (TCP) and located in the Public Health Division of Solano County Department of Health & Social Services (H&SS). The mission of Solano County Public Health is to optimize the health of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

FUNCTION AND RESPONSIBILITIES

In November 1988, California voters approved the California Tobacco Health Protection Act of 1988, also known as Proposition 99. This referendum increased the State cigarette tax by 25 cents per pack and added an equivalent amount on other tobacco products. A portion of the revenue generated by the tax is deposited in the Health Education Account, which is administered by CDPH, TCP. This program provides funds to 61 Local Lead Agencies, which operate community-based programs to prevent and reduce tobacco use. The TPEP is designated as Solano County's Local Lead Agency for tobacco control.

The TPEP focuses on six major areas:

- Limit tobacco-promoting influences.
- Reduce exposure to secondhand smoke.
- Reduce the availability of tobacco products.
- Promote tobacco cessation services.
- Build local assets to support local tobacco control interventions.
- Include and anticipate emerging products (e.g. electronic nicotine devices) in all these areas.

Every three years, TPEP is required to conduct a community-based needs assessment in order to develop and implement health education interventions and behavior change programs at the local level. These interventions are expected to largely focus on policy change, as well as community norm change. TPEP is also required to maintain a community coalition to advise TPEP and H&SS.

With the passage of Proposition 56 by California voters in November 2016, which added a $2.00 per pack tax on cigarettes and other tobacco products, effective April 1, 2017, TPEP began to receive additional funding to implement a more robust, comprehensive tobacco control plan that is integrated with the Proposition 99-funded plan.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

TPEP utilized findings from an extensive community needs assessment to develop the four-year plan approved by the California Tobacco Control Program (CTCP) in February 2018 for the time period July 2017-June 2021. The plan's focus areas include: limiting tobacco retail density; developing youth leadership in tobacco prevention; updating local ordinances to match State definitions of smoking and tobacco products; pursuing a policy that would restrict the sale of flavored tobacco products in order to reduce health disparities related to tobacco use; reducing secondhand smoke exposure in multi-unit housing; and building partnerships and training on Adverse Childhood Experiences (ACEs) as a means of preventing tobacco use and chronic disease.

In 2018, two jurisdictions, Suisun City and Solano County (unincorporated) updated tobacco products definitions within their ordinances. The new definitions are important as they are designed to include recent products developed by the tobacco industry and to anticipate future products so that these are restricted immediately in any location where tobacco is restricted, without requiring another ordinance update. TPEP staff provided technical assistance to these jurisdictions.

WORKLOAD INDICATORS

- In 2018, staff worked with residents in the City of Dixon to decrease tobacco retail density. Near the end of 2018, two city council members were identified as champions of this effort, and residents hope to work with these council members to submit a proposal to decrease the density of tobacco retailers within Dixon city limits.

- In 2018, TPEP staff was an integral part of local efforts to increase awareness of Adverse Childhood Experiences (ACEs), and their impact on increasing the risk of tobacco use in adults. A media campaign was conducted and screenings of the film “Resilience: The Biology of Stress and the Science of Hope” were held for multiple audiences throughout the County.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents decrease of $49,905 or 5.9% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. There is no County contribution to this budget.

Primary Funding Sources

The primary funding source for Tobacco Prevention and Education Program (TPEP) is the State of California Tobacco Prevention and Education Fund Allocation from Proposition 99 and Proposition 56.

The FY2019/20 Recommended Budget includes $49,905 or 5.9% net decrease in revenues due to reductions in the Proposition 56 allocation and a reduction in prior year unspent rollover funds.

Primary Costs

The FY2019/20 Recommended Budget includes $49,905 or 5.9% net decrease in appropriations primarily due to an overall decrease in costs to meet the requirements of Proposition 56 and reduced utilization of other Public Health staff to support the program.

Primary costs for TPEP are:

- $253,722 for Salaries and Employee Benefits.
- $228,152 in Services and Supplies including $90,000 for consulting and contracted evaluation and community engagement services and $91,974 for advertising and marketing.
- $317,053 in Other Charges including $138,137 in contracted services and $175,401 for Public Health personnel staff time for TPEP programs.

Contracts

The FY2019/20 Recommended Budget for Tobacco Prevention and Education includes a total of $138,137 or 17% in contracted services for the youth coalition development for tobacco prevention.

Fixed Assets

None.

See related Budget Unit 9290 - Fund 390 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	2,000	400	2,500	2,100	525.0%
INTERGOVERNMENTAL REV STATE	347,405	850,928	793,923	(57,005)	(6.7%)
CHARGES FOR SERVICES	0	0	5,000	5,000	0.0%
TOTAL REVENUES	**349,406**	**851,328**	**801,423**	**(49,905)**	**(5.9%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	0	247,434	253,722	6,288	2.5%
SERVICES AND SUPPLIES	73,673	256,961	228,152	(28,809)	(11.2%)
OTHER CHARGES	4,386	344,310	317,053	(27,257)	(7.9%)
OTHER FINANCING USES	271,346	2,623	2,496	(127)	(4.8%)
TOTAL APPROPRIATIONS	**349,406**	**851,328**	**801,423**	**(49,905)**	**(5.9%)**
CHANGE IN FUND BALANCE	**0**	**0**	**0**	**0**	**0.0%**

STAFFING					
TOBACCO PREVENTION & EDUCATION	0	2	2	0	0.0%
TOTAL STAFFING	**0**	**2**	**2**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

TPEP staff is exploring existing and new partnerships in all Solano County jurisdictions to identify locations where an ordinance restricting the sale of flavored and menthol tobacco products might be successful. Simultaneously, AB 739 (McCarty) and SB 38 (Hill, Glazer, McGuire and Portantino) propose to prohibit a tobacco retailer from selling a flavored tobacco product.

DEPARTMENTAL PURPOSE

The Napa/Solano Area Agency on Aging for Planning and Service Area (PSA) 28 is the entity that serves as the Area Agency on Aging (AAA) in Napa and Solano Counties, established in accordance with the federal Older Americans Act and the Older Californians Act, to administer programs to older adults, adults with disabilities, family caregivers, and residents of long-term care facilities.

FUNCTION AND RESPONSIBILITIES

On September 27, 2018, the California Department Aging (CDA) designated the County of Solano as the lead agency for the Napa/Solano AAA for PSA 28, which includes Napa and Solano Counties, beginning January 1, 2019. This new entity was formed following the closure of the non-profit in July 2018 that served as the program administration. The newly formed 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 FY2018/19:

- The Napa/Solano AAA was established, and both the mandated Oversight Board and Advisory Council members were recruited and selected by the respective Board of Supervisors of Napa and Solano Counties.
- The Napa/Solano AAA completed the required fourth year update to the existing four-year Area Plan.
- The fiscal team of the new Napa/Solano AAA was recognized by CDA for successfully developing its first budget without error.

WORKLOAD INDICATORS

- Effective January 1, 2019, the Napa/Solano AAA issued 11 emergency contracts with local service providers in order to deliver necessary services to older adults.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes $3,067,003 in both revenues and appropriations. This Department is primarily comprised of contracted direct services and an Operating Transfers-Out to (Fund 902 - BU 7685) (Napa/Solano Area Agency on Aging Administration budget) for the cost of Health and Social Services staff and operating expenditures allocated to the administration of the new Napa/Solano 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, required match contributions from Napa County and Solano County General Fund.

The FY2019/20 Recommended Budget projects $2,830,530 in combined federal and State revenues, $63,102 in contributions from Napa County, and $173,371 in Solano County General Fund.

Primary Costs

The FY2019/20 Recommended Budget includes $3,067,003 in appropriations for the first full year of Napa/Solano AAA operations. Primary costs include:

- $487,257 in Transfers-Out to Bureau 7685, Fund 902 representing $413,423 for Salaries and Employee Benefits of staff and $73,834 for other operating expenditures to administer the Napa/Solano AAA.
- $2,579,746 in Contracted Direct Services to provide various supportive services, home-delivered and congregate meals, nutrition counseling and education, ombudsman services, and elder abuse prevention.

Contracts

FY2019/20 Recommended Budget includes a total of $2,579,746 or 84.1% in contracted direct services. H&SS will return to the Board after the FY2019/20 Budget Hearings with a master list of contracts for the Board's consideration.

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	0	0	309,570	309,570	0.0%
INTERGOVERNMENTAL REV FEDERAL	0	0	2,520,960	2,520,960	0.0%
MISC REVENUE	0	0	63,102	63,102	0.0%
OTHER FINANCING SOURCES	0	0	173,371	173,371	0.0%
TOTAL REVENUES	**0**	**0**	**3,067,003**	**3,067,003**	**0.0%**
APPROPRIATIONS					
OTHER CHARGES	0	0	2,579,746	2,579,746	0.0%
OTHER FINANCING USES	0	0	487,257	487,257	0.0%
TOTAL APPROPRIATIONS	**0**	**0**	**3,067,003**	**3,067,003**	**0.0%**
NET COUNTY COST	**0**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

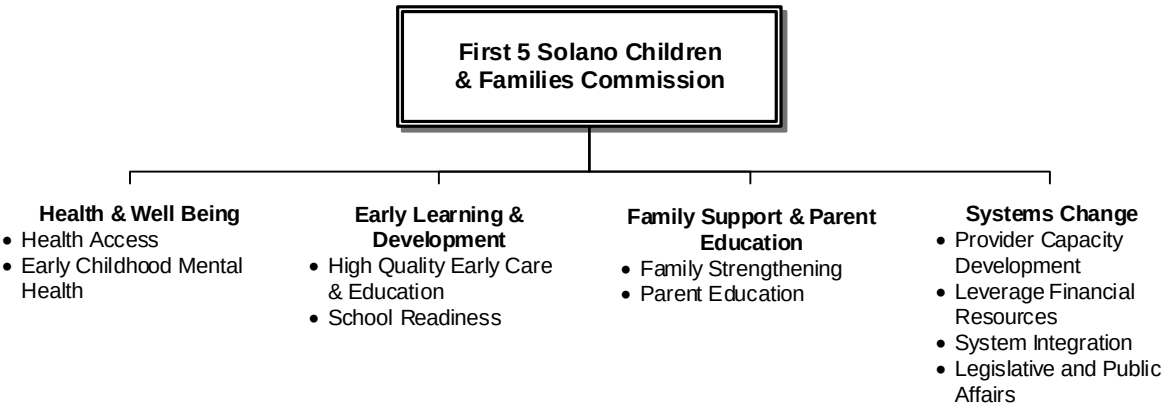
Department 2160 was created after the adoption of the FY2018/19 Budget to separately account for the expenditures and revenues of the new Napa/Solano AAA.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

The current contracted vendor for the Napa County Ombudsman program notified Napa/Solano AAA that it is unable to provide support effective July 1, 2019 and the subsequent Request for Proposal for the Napa County Ombudsman program did not result in any qualified respondents. The primary responsibility of the Ombudsman program is to investigate and endeavor to resolve complaints made by, or on behalf of, individual residents in long-term care facilities. These facilities include nursing homes, residential care facilities for the elderly, and assisted living facilities. The Long-Term Care Ombudsman Program investigates elder abuse complaints in long-term care facilities and in residential care facilities for the elderly. The Ombudsman program is mandated, and staff are currently evaluating alternatives for the provision of services.



DEPARTMENTAL PURPOSE

First 5 Solano Children and Families Commission (First 5 Solano) exists to develop and support programs and partnerships that improve the lives of young children, their families and their communities. First 5 Solano was created as a result of Proposition 10, approved by California voters in 1998, which established a dedicated funding source for services for children ages birth to five utilizing taxes on the sale of tobacco products. There is a State-level First 5 Commission as well as 58 County commissions; each County commission operates in accordance with a locally-approved strategic plan. County commissioners, appointed by local Boards of Supervisors, have sole authority to allocate County commission funds. These funds, which decline over time, cannot be used to supplant existing programs and/or services. First 5 Solano provides funding for community-based services that address the health, well-being, social, cognitive, academic, emotional, and developmental needs of expectant parents, young children and their families. First 5 Solano also funds activities that promote and support a stronger infrastructure and more effective system of services for children from birth to five years of age. First 5 Solano's strategic investments are used to support additional leveraged funds in local, State, federal, and foundation dollars for Solano County's youngest children.

Budget Summary:	
FY2018/19 Midyear Projection:	4,273,241
FY2019/20 Recommended:	5,161,263
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	7

FUNCTION AND RESPONSIBILITIES

First 5 Solano funds local community organizations, government agencies, and school districts which offer programs and services that align with the following Strategic Plan Priority areas and initiatives:

- Health and Well-Being, including early childhood mental health, dental, and access to health services.
- Early Childhood Learning and Development, including early care and education quality improvement, pre-Kindergarten academies, early literacy, and a childcare and early learning facility.
- Family Support and Parent Education, including family strengthening services, a First 5 Center, and an evidence-based parent education program.

In addition to direct services, First 5 Solano has a Strategic Plan Priority Area of *Systems Change* with the goal of strengthening, integrating, expanding, and sustaining the early childhood system. Activities in this priority area include cross system collaboration, increasing capacity of early childhood providers, and expanding financial resources for the early childhood system. Systems building cross initiative approaches, include funding a referral call center known as "Help Me Grow Solano" to increase the connection of young children to services; the Solano Kids Thrive Collective Impact initiative to align activities within the early childhood system, with a focus on Adverse Childhood Experiences (ACEs) and resilience; and supporting community partners in increasing their capacity.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Provided services to over 8,000 Solano residents, including children, parents/caregivers and providers of services to young children.
- Implemented the first year of the Commission's 2018-2023 Program Investment Plan to support young children and their families in the community, launching several new initiatives including:
  - Triple P Positive Parenting Program - Trained and accredited 42 practitioners across multiple levels of service to implement the evidence-based parent education program. Eight partner agencies began providing services, including workshops, brief intervention, targeted intervention and groups.
  - Vallejo First 5 Center - Began planning for the launch of the First 5 Center in Vallejo which will be a site for comprehensive family support for young children and their families, including activities in the Commission's priority areas of Health and Well-Being, Early Learning and Development, and Family Support and Parent Education. Identified and entered into a lease for a site in Vallejo within a census tract with 58% child poverty.
  - Annual Grants Program - Initiated an Annual Grants program to provide funding in the community to address service gaps or pilot a new or innovative idea and/or address a time-sensitive community need. In FY2018/19, seven grants were awarded to community partners for activities such as increasing access to healthy food, implementing a new assessment tool, and providing mindfulness classes to preschoolers.
  - Raising a Reader - Launched the evidence-based Raising a Reader program to increase access to quality reading materials and provide parents with the skills to encourage their children to have a love a reading.
- In addition to new initiatives, First 5 Solano continued valued community programs to improve outcomes for children including:
  - Partnered with Solano County Office of Education to provide over 60 early care and education providers coaching and professional development as part of the IMPACT quality improvement program.
  - Assisted children and families through the Help Me Grow Solano call center, a national model to connect young children and families to needed services in their community.
  - Provided over 400 children pre-kindergarten educational opportunities through Pre-Kindergarten Academies. The children showed improvements in social, emotional and cognitive skills and were more prepared to enter Kindergarten.
  - Screened over 300 children for developmental and social emotional delays to increase early identification and connection to needed services.
- Other significant activities included:
  - Elevated the importance of responding to trauma caused by Adverse Childhood Experiences (ACEs) via the Solano Kids Thrive Collective Impact group.
  - Participated in community activities to raise awareness of needs of young children, including highlighting the importance of play at the Solano County Fair's Giant Sandbox.

WORKLOAD INDICATORS

- During the period of July 1, 2018 – June 30, 2019, First 5 Solano managed over 50 contracts and Memorandums of Understanding totaling approximately $3 million, which provided services to over 8,000 Solano residents.
- Offered multiple opportunities for the community to engage in small grants for community engagement events, co-sponsorship of trainings and conferences, grant-writing, and business engagement.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FIRST 5 SOLANO	3,772,081	4,671,553	4,357,036	(314,517)	(6.7%)
TOTAL REVENUES	**3,772,081**	**4,671,553**	**4,357,036**	**(314,517)**	**(6.7%)**
APPROPRIATIONS					
FIRST 5 SOLANO	3,779,685	5,069,292	5,161,263	91,971	1.8%
TOTAL APPROPRIATIONS	**3,779,685**	**5,069,292**	**5,161,263**	**91,971**	**1.8%**
CHANGE IN FUND BALANCE					
FIRST 5 SOLANO	7,604	397,739	804,227	406,488	102.2%
CHANGE IN FUND BALANCE	**7,604**	**397,739**	**804,227**	**406,488**	**102.2%**
STAFFING					
FIRST 5 SOLANO	6	7	7	0	0.0%
TOTAL STAFFING	**6**	**7**	**7**	**0**	**0.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $314,517 or 6.7% in revenues and an increase of $91,971 or 1.8% in appropriations when compared to the FY2018/19 Adopted Budget resulting in a decrease of $804,227 in Fund Balance.

The FY2019/20 Recommended Budget implements the second year of the Commission's 2018-2023 Program Investment Plan.

Primary Funding Sources

The primary funding source for First 5 Solano is Proposition 10 Tobacco Tax.

The FY2019/20 Recommended Budget includes a $314,517 or 6.7% decrease in revenues primarily due to the anticipated decrease in Proposition 10 tobacco tax and the end of a one-time grant received from Kaiser in FY2018/19. This is offset by smaller increases in interest on reserves, First 5 California funding for the IMPACT program, and an increase in services provided to other County departments.

Primary Costs

The FY2019/20 Recommended Budget includes an increase of $91,971 or 1.8% in appropriations primarily due to one-time expenditures for FY2019/20 related to tenant improvements for the Vallejo First 5 Center.

First 5 Solano will be providing for $2.7 million to community agencies to implement services and programs in alignment with the Commission's Strategic Plan.

Contracts

The FY2019/20 Recommended Budget includes $2,900,000 in contracted services. This includes the following significant contracts:

- $650,000 - Family Strengthening Services at the Vallejo First 5 Center and Rio Vista CARE
- $450,000 - Triple P Parent Education with eight community agencies
- $300,000 - Quality Early Care and Education Services
- $200,000 - Help Me Grow call center
- $200,000 - Annual Grants
- $200,000 - Pre-Kindergarten Academies

- $100,000 - Early Childhood Mental Health Provider Training
- $75,000 - Raising a Reader

Fixed Assets

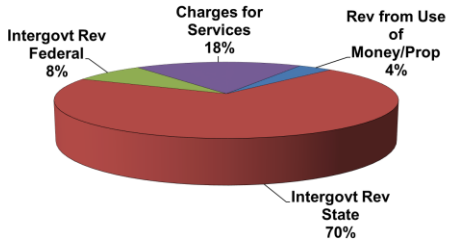
None.

See related Budget Unit 9153 – Fund 153 Contingencies (refer to Contingencies section of the Budget).

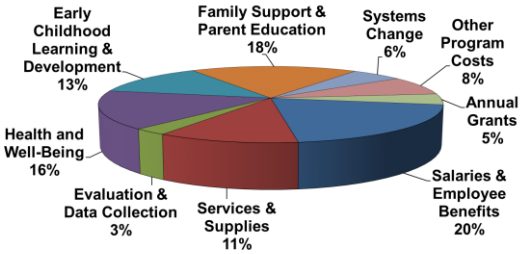
DEPARTMENTS COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	102,534	98,113	163,122	65,009	66.3%
INTERGOVERNMENTAL REV STATE	3,010,354	3,196,898	3,038,986	(157,912)	(4.9%)
INTERGOVERNMENTAL REV FEDERAL	261,704	311,857	347,157	35,300	11.3%
CHARGES FOR SERVICES	344,643	769,685	802,771	33,086	4.3%
MISC REVENUE	52,846	95,000	5,000	(90,000)	(94.7%)
GENERAL FUND CONTRIBUTION	0	200,000	0	(200,000)	(100.0%)
TOTAL REVENUES	**3,772,081**	**4,671,553**	**4,357,036**	**(314,517)**	**(6.7%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	840,880	981,730	1,035,587	53,857	5.5%
SERVICES AND SUPPLIES	111,109	367,001	586,032	219,031	59.7%
OTHER CHARGES	2,801,624	3,710,767	3,529,577	(181,190)	(4.9%)
OTHER FINANCING USES	26,072	9,794	10,067	273	2.8%
TOTAL APPROPRIATIONS	**3,779,685**	**5,069,292**	**5,161,263**	**91,971**	**1.8%**
CHANGE IN FUND BALANCE	**7,604**	**397,739**	**804,227**	**406,488**	**102.2%**

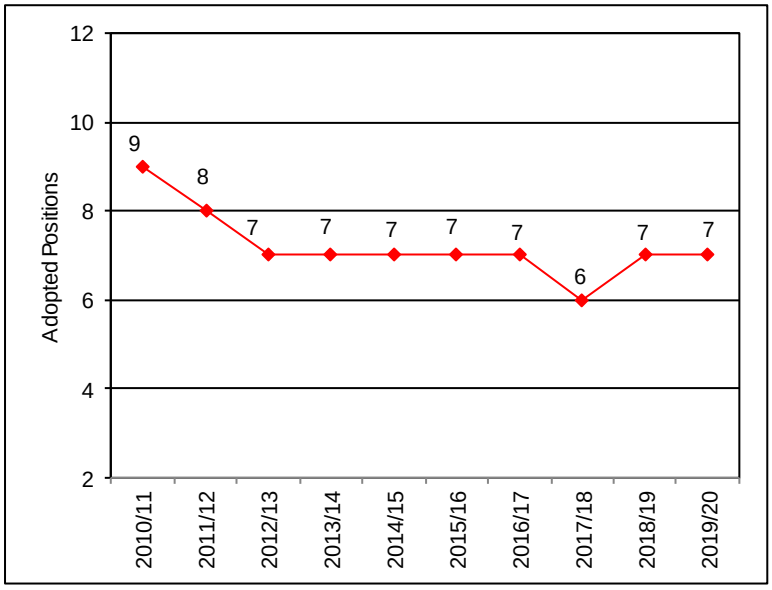
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

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 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.

The shortfall of $804,277 in the FY2019/20 Recommended Budget includes funds for the tenant improvements and operations of the Vallejo First 5 Center. First 5 Solano is actively seeking outside funds to cover these costs. However, should outside funds not be secured the shortfall will come from the Commission's Fund Balance or reserve account.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1570 GRANTS/PROGRAMS ADMIN	906,664	746,560	706,560	(40,000)	(5.4%)
APPROPRIATIONS					
1570 GRANTS/PROGRAMS ADMIN	833,910	746,560	706,560	(40,000)	(5.4%)
NET CHANGE					
1570 GRANTS/PROGRAMS ADMIN	(72,754)	0	0	0	0.0%

A summary of the budgets administered by First 5 Solano is provided on the following pages.

DEPARTMENTAL PURPOSE

This budget unit was established to track County Administrative Office/First 5 Solano's administration and program costs related to Solano Children's Alliance (SCA) and has expanded to include other Board of Supervisors approved programs/contributions outside of the scope of First 5 Solano Children and Families Commission such as management of the Family Resource Center (FRC) contracts for children ages 6-18.

FUNCTION AND RESPONSIBILITIES

The SCA was formed by the Board of Supervisors in 1982 and charged with advising the Board on children's issues. The SCA's goal is to improve the lives of children in Solano County through education, advocacy, coordination of community services, and community-based collaborative. In 2013, the Solano Child Abuse Prevention Council (CAPC) merged with the SCA, and the SCA incorporated the CAPC mission of ensuring the safety, well-being, and protection of all children and families in Solano County. The SCA is staffed through a contractual agreement with the Children's Network of Solano County to analyze budgets and policies, make recommendations to local and State leaders, and apportion funds earmarked for local children and families.

This budget unit also includes a County contribution to the Solano Child Care Local Planning Council (CCPC), whose mission is to ensure that all families and children in Solano County have access to quality and affordable child care. The CCPC is primarily funded by the California Department of Education.

In addition to the contracts mentioned above, First 5 Solano manages a number of County General Fund family support contracts for families with children aged 6-18. First 5 Solano has managed similar First 5 funded contracts with the same entities for children aged 0-5 for the purpose of increasing high-risk families' access to countywide, integrated and evidence-based family strengthening services to improve family stability, and reduce child abuse and neglect.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Provided safety net services through Family Resource centers to over 500 at-risk families, including case management, financial planning, and parent education.

WORKLOAD INDICATORS

- Maintained eight direct service contracts.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents decreases of $40,000 or 5.4% in both revenues and appropriations when compared to the FY2018/19 Adopted Budget. The Recommended Budget includes a General Fund Contribution of $616,560. The General Fund Contribution includes $118,751 for the SCA/CAPC, $435,309 for the FRC contracts, $12,500 for the Local Child Care Planning Council, and $50,000 for contract management.

The Recommended Budget also includes $90,000 in revenue and expenditure from the Children's Trust Fund. The Children's Trust Fund is supported through birth certificate fees and donations. The SCA is responsible for making recommendations on the use and appropriation from Children's Trust Fund and should they change the recommendation, this change will be included in the Supplemental Budget.

Primary Funding Sources

The primary funding source for the Department is County General Fund and the Children's Trust Fund.

The FY2019/20 Recommended Budget includes a $40,000 or 5.4% decrease in revenues primarily due to a decrease in funding from the Children's Trust Fund.

Contracts

The FY2018/19 Recommended Budget includes a total of $644,060 or 91.1% in contracted services which includes the following contracts:

- $513,337 for FRC contracts.
- $130,723 for Children's Network of Solano County for the Solano Children's Alliance.

Fixed Assets

None.

See related Budget Unit 9126 – Fund 151 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	4,663	0	0	0	0.0%
CHARGES FOR SERVICES	85,441	130,000	90,000	(40,000)	(30.8%)
MISC REVENUE	200,000	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	616,560	616,560	616,560	0	0.0%
TOTAL REVENUES	**906,664**	**746,560**	**706,560**	**(40,000)**	**(5.4%)**
APPROPRIATIONS					
OTHER CHARGES	833,910	746,560	706,560	(40,000)	(5.4%)
TOTAL APPROPRIATIONS	**833,910**	**746,560**	**706,560**	**(40,000)**	**(5.4%)**
NET CHANGE	**(72,754)**	**0**	**0**	**0**	**0.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

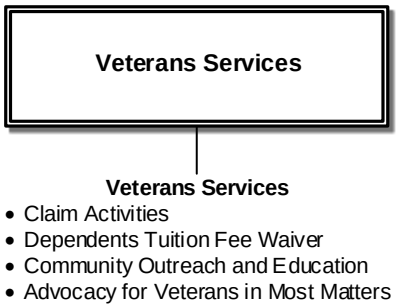
None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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



DEPARTMENTAL PURPOSE

The Solano County Veterans Services Office (CVSO) was established in 1944 by the Solano County Board of Supervisors to assist the men and women who served in the Armed Forces, their dependents and survivors in obtaining benefits from Federal, State and local agencies administering programs for veterans.

Budget Summary:	
FY2018/19 Midyear Projection:	767,478
FY2019/20 Recommended:	790,537
County General Fund Contribution:	480,537
Percent County General Fund Supported:	60.8%
Total Employees (FTEs):	6

FUNCTION AND RESPONSIBILITIES

The CVSO assists veterans in applying for Monetary Benefit Programs, Survivors Benefits, Medical Benefits, Educational Programs, Veterans Administration (VA) Life Insurance Programs, State Veterans Homes, Veterans Property Tax Exemptions, Burial Benefits and VA National Cemeteries.

The Office has Veterans Benefits Counselors who are fully accredited by the U. S. Department of Veterans Affairs (VA), and therefore, able to offer comprehensive benefits counseling, claims preparation and submission, claims monitoring and follow-up, and development and submission of appeals.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The Solano County Veterans Services Office continues to maintain one of the highest volumes of claim work and is recognized for its excellent level of service. The Office has been rated as the number one office in the State of California for veteran participation rate. Solano County serves approximately 35% of the veteran population when compared to a 24% participation rate in the State of California and nationwide. The CVSO is also number one in the State for new dollars brought into the County in the form of claims and benefit awards per capita. The Department filed 12,116 claims in FY2018/19 resulting in $38.7 million in new dollars for veterans and their dependents. To keep Solano County as a top-performer the Department must maintain existing staffing and performance levels to ensure federal funding dollars flowing into Solano County.

WORKLOAD INDICATORS

The CVSO workload continues to increase, providing service to an average of 60 veterans per day in FY2018/19, projected to increase to an anticipated 65 veterans per day in FY2019/20. To serve this growing demand, the Board of Supervisors approved extending the Limited-Term Veterans Services Counselor position to June 30, 2020, funded with an anticipated increase in revenue from the State.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
VETERANS SERVICES	295,480	290,000	310,000	20,000	6.9%
TOTAL REVENUES	**295,480**	**290,000**	**310,000**	**0**	**6.9%**
APPROPRIATIONS					
VETERANS SERVICES	717,903	772,324	790,537	18,213	2.4%
TOTAL APPROPRIATIONS	**717,903**	**772,324**	**790,537**	**18,213**	**2.4%**
NET COUNTY COST					
VETERANS SERVICES	422,423	482,324	480,537	(1,787)	(0.4%)
NET COUNTY COST	**422,423**	**482,324**	**480,537**	**(1,787)**	**(0.4%)**

STAFFING					
VETERANS SERVICES	6	6	6	0	0.0%
TOTAL STAFFING	**6**	**6**	**6**	**0**	**0.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $20,000 or 6.9% in subvention revenues from the State to provide veteran services and an increase of $18,213 or 2.4% in appropriations when compared to FY2018/19.

Primary Funding Sources

The CVSO is primarily funded by the County General Fund (GF) and Intergovernmental funding from the State. Revenues are received from the State through a Subvention program that provides $5.6 million statewide to help offset costs to the counties for providing services to veterans. This funding is distributed based on individual counties' workload data. Solano County has consistently ranked in the top counties for workload and receives $310,000 in subvention funding.

Primary Costs

The primary increase in department costs are a result of increases in Salaries and Employee Benefits, Administrative Charges and Postage. The increase in Salaries and Employee Benefits for retirement and healthcare totaling $13,120 or 2.2%, is primarily due to the reclassification of the Office Assistant II to an Office Coordinator and increase in employer retirement. The increase of $10,215 or 13.9% in Other Charges is a result of County Administrative Overhead costs. The increase in Interfund Transfers of $1,000 or 33.3% is due to the anticipated increase in postage resulting from the frequency of mailers sent out by the Department to County veterans.

Contracts

None requiring Board approval.

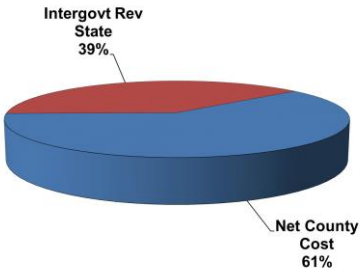
Fixed Assets

None.

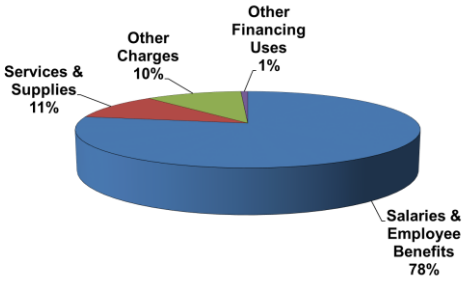
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
INTERGOVERNMENTAL REV STATE	295,480	290,000	310,000	20,000	6.9%
TOTAL REVENUES	**295,480**	**290,000**	**310,000**	**20,000**	**6.9%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	549,173	598,906	612,026	13,120	2.2%
SERVICES AND SUPPLIES	78,431	91,042	84,825	(6,217)	(6.8%)
OTHER CHARGES	69,286	73,471	83,686	10,215	13.9%
OTHER FINANCING USES	16,602	5,905	6,000	95	1.6%
INTRA-FUND TRANSFERS	4,412	3,000	4,000	1,000	33.3%
TOTAL APPROPRIATIONS	**717,903**	**772,324**	**790,537**	**18,213**	**2.4%**
NET COUNTY COST	**422,423**	**482,324**	**480,537**	**(1,787)**	**(0.4%)**

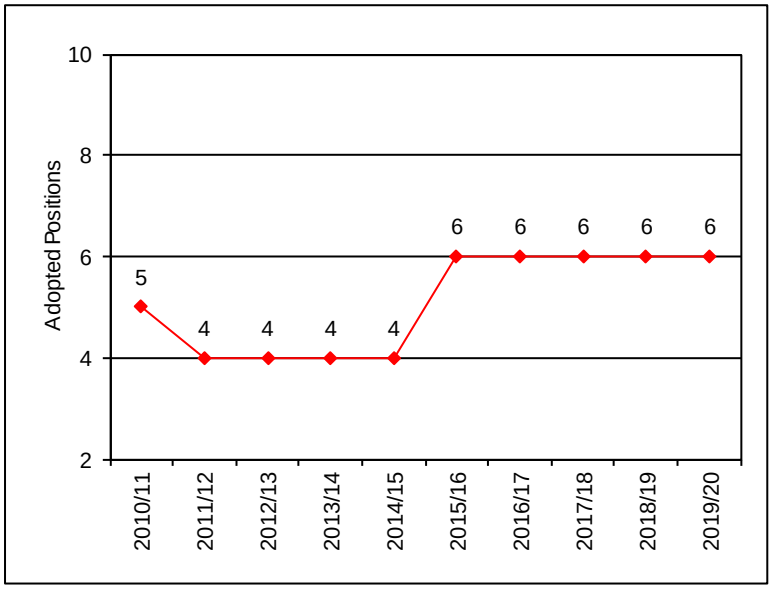
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

During the Midyear Financial Report on February 26, 2019, the Board of Supervisors approved the reclassification of the Office Assistant II to Office Coordinator and the one-year extension of a Limited-Term Veterans Benefits Counselor (extended to June 30, 2019) in anticipation of a renewal of funds from the State of California.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Given the continued increase of veterans served by CVSO, it is important for the County to continue to advocate for more funds from the State of California.

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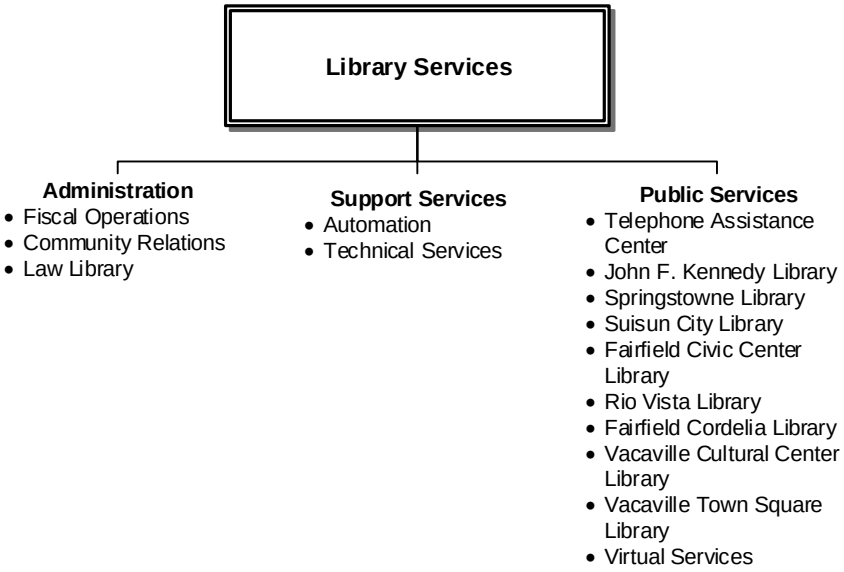


DEPARTMENTAL PURPOSE

The Solano County Library was established by the Board of Supervisors on April 6, 1914 under the County Free Library Law that was passed by the State legislature in 1909. Today, county libraries come under Education Code Title 1, Division 1, Part 11, Chapter 6, Articles 1-3, sections 19100-19180, which states, in part, that the Board of Supervisors may establish and maintain a County Free Library. There is no specific mandate related to the establishment of a County Free Library nor is a specific level of service required.

Budget Summary:	
FY2018/19 Midyear Projection:	24,023,327
FY2019/20 Recommended:	23,013,563
County General Fund Contribution:	316,371
Percent County General Fund Supported:	1.4%
Total Employees (FTEs):	121.8

FUNCTION AND RESPONSIBILITIES

The Solano County Library provides a full complement of hours, services and programs at eight branches in the cities of Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo. In addition, the Library offers a virtual branch with online services available 24-hours a day, seven-days a week. The Department also operates the County Law Library. The Library provides free use of books, magazines, newspapers, compact discs, DVDs, electronic books, government documents, and online databases and resources; staff to assist library customers looking for information and to answer their questions; staff who develop and present reading programs for children, conduct class visits and instructional tours, and offer special informational programs for all age groups; literacy tutoring for adults and families with limited reading skills and for English-as-a-Second Language (ESL) learners; a pediatric literacy program, Reach Out and Read; access to an online catalog, information and research assistance as well as tutoring services for students and lifelong learners; access to computers for personal computing needs as well as technology training in most of the Library's branches; and partnerships with other government agencies or community groups that directly benefit customers including Children's Network of Solano County, Solano Childcare Planning Council, Foster Youth Education Project, Solano Community Foundation, City of Fairfield Quality Neighborhood Program, Nonprofit Partnership Program, City of Vacaville, and Vacaville Senior Roundtable. The Library staff takes great care to provide expanded hours and services. The value and services provided by the Library has had broad voter support as evidenced by approval of the passage of two sales tax measures dedicated to Library services.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- The Department will continue exploring additional funding sources to address increasing expenditures. The Department will pursue grant opportunities and work with its Foundation and Friends groups to help support ongoing library and literacy programming.
- The Department continues to explore different service deliveries to keep up with technology changes and to address the needs of the various age groups that the Library serves. Many of the Library's customers use only their smart phones for their information needs and the Department needs to ensure that the technology available will work on these devices.

Accomplishments:

- RFID (Radio Frequency Identification). All materials which circulate in the libraries were RFID tagged. All of the equipment and upgrades needed to ensure that the RFID tags worked were installed and all libraries have new security gates and new upgrades to the self-check machines and all staff computers. RFID makes it easier and faster for customers to check out library materials and for staff to check in library materials.
- The Literacy Program celebrated its 25th year in March 2019. About 150 individuals attended this momentous event, including former Literacy Managers, Sandy Tosti and Joanne Wright. The Literacy staff showed a five minute "history" of the program at the event. A longer version of the history of the program is currently available on the Library's website.
- The Library system partnered again with the United Way and Internal Revenue Service on the "Earn It! Keep It! Save It!" program, providing low to moderate income households with free quality tax return preparation.
- Women's History Month was celebrated with a variety of programs that were funded by the Women's History Luncheon which began in 2007. Since its inception, over $50,000 has been donated to the Library to support women's history. The Library has been able to purchase materials for our collection and provide special programs. This year the Library used the funds to present a myriad of programs throughout the Library including movie screenings of "Wonder Women: The Untold Story of American Superheroines"; Paint Night; Storytime Girl Power featuring Heather "the Heat" Hadley, a 17-year old Vallejo race car driver; a Women's Panel which discussed politics, success and support; and three performances by the Shake It Booty Band.
- The Library received another $10,000 grant from the California State Library's Immigrant Alliance Project. The grant money was used to update and enhance our collection of bilingual books for children from Pre-K through 6th grade. Titles added were primarily in Spanish/English, but a small number of bilingual books in other languages were also purchased.

WORKLOAD INDICATORS

During the period of July 1, 2017 – June 30, 2018:

- 1,949,760 in library materials were circulated by the Library
- 1,290,796 individual visits to the library branches
- 1,010,533 people "virtually" visited the library at solanolibrary.com
- 33,418 hours of time donated by volunteers
- 122,487 people attended 3,817 library programs

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LIBRARY ADMINISTRATION	19,967,905	20,273,597	21,191,229	917,632	4.5%
PUBLIC SERVICES	316,817	312,072	265,113	(46,959)	(15.0%)
SUPPORT SERVICES	221,220	237,100	270,720	33,620	14.2%
TOTAL REVENUES	**20,505,942**	**20,822,769**	**21,727,062**	**904,293**	**4.3%**
APPROPRIATIONS					
LIBRARY ADMINISTRATION	3,595,820	5,242,975	5,345,470	102,495	2.0%
PUBLIC SERVICES	10,730,364	11,343,473	11,771,306	427,833	3.8%
SUPPORT SERVICES	3,962,101	5,750,498	5,896,787	146,289	2.5%
TOTAL APPROPRIATIONS	**18,288,285**	**22,336,946**	**23,013,563**	**676,617**	**3.0%**
CHANGE IN FUND BALANCE					
LIBRARY ADMINISTRATION	(16,372,085)	(15,030,622)	(15,845,759)	(815,137)	5.4%
PUBLIC SERVICES	10,413,547	11,031,401	11,506,193	474,792	4.3%
SUPPORT SERVICES	3,740,882	5,513,398	5,626,067	112,669	2.0%
CHANGE IN FUND BALANCE	**(2,217,656)**	**1,514,177**	**1,286,501**	**(227,676)**	**(15.0%)**

STAFFING					
LIBRARY ADMINISTRATION	22.55	22.55	22.80	0.25	1.1%
PUBLIC SERVICES	82.0	82.0	82.0	0.0	0.0%
SUPPORT SERVICES	16.0	16.0	17.0	1.0	6.3%
TOTAL STAFFING	**120.55**	**120.55**	**121.80**	**1.25**	**1.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $904,293 or 4.3% in revenues and an increase of $676,617 or 3.0% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, use of Fund Balance decreased $227,676 or 15.0%.

Additionally, the Recommended Budget represents a decrease $1,009,764 from the FY2018/19 Midyear Budget Projection. During FY2018/19, the Library expended money for two major projects including an HVAC replacement and the Automated Materials Handling Project at the Fairfield Civic Center Library. The one-time cost for these projects are reflected in the FY2018/19 Midyear Budget projections.

Primary Funding Sources

The primary funding sources for the Department are property taxes and a 1/8 of a penny voter approved sales tax dedicated to library services, which are directly tied to the economy. These revenue streams seem to have stabilized and have begun to slightly increase after many years of decline. However, the Department continues to explore ways to minimize costs by streamlining services and programs while striving to maintain its level of services.

The FY2019/20 Recommended Budget includes a $904,293 or 4.3% net increase in revenues primarily due to the following:

- Property and sales tax revenues reflect an increase of $468,789.
- Revenue from use of Money/Property reflects an increase of $160,050 primarily due to an increase in interest income.
- Intergovernmental Revenues reflect an increase of $38,477 primarily due to increases in revenue received for automation services provided to Solano Partner Libraries and St. Helena (SPLASH) consortium and homeowner's property tax relief.
- Charges for Services reflect an increase of $310,850 primarily due to an increase in revenue for library services provided to the Vacaville Library District and Law Library, and offset by a decrease in library fines and photo copies.

- Other Financing Sources reflect a decrease of $73,873 primarily due to a reduction in property tax revenue Transfers-In from the four Library Zones.

Primary Costs

The FY2019/20 Recommended Budget of $23,013,563 includes a $676,617 or 3.0% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect a net increase of $486,147. This is primarily the result of scheduled merit and longevity pay adjustments, and an increase in retirement costs.
- Services and Supplies reflect a net decrease of $106,271 primarily due to reductions in building maintenance and improvements related to one-time costs associated with the automated materials handling project at Library Headquarters; telecommunication charges for the library's internet connection through CENIC (Corporation for Education Network Initiatives in California); and software maintenance and support. This is offset by increases in professional services primarily to provide variety of programs to enhance customer services and preserve library furnishings; maintenance/service contracts for network equipment; and utilities.
- Other Charges reflect a net decrease of $69,167 primarily due to a decrease of $99,256 in Interfund Services, which includes Sheriff's security services, facility operations, grounds maintenance and custodial services; and offset by an increase of $35,186 in Countywide Administrative Overhead charges.
- Fixed Assets reflect an increase of $365,000 primarily due to increases related to the automated materials handling project, replacement of public service desks in two library branches, and for computer equipment.
- Other Financing Uses reflect an increase of $908 in Pension Obligation Bond costs.

Contracts

The FY2019/20 Recommended Budget includes a total of $490,731 or 2.1% in contracted services, which includes the following significant contracts:

- $187,062 for custodial services at six library branches located in non-county owned buildings
- $132,754 for online integrated hardware and software library automation services
- $69,308 for inter-library borrowing of materials through Link+, a library member consortium
- $40,000 for collection services for delinquent Library accounts
- $30,300 for lease costs for 14 photocopy machines
- $18,239 for maintenance services for RFID (Radio Frequency Identification) equipment
- $13,068 for delivery services of Link+ materials

Fixed Assets

The FY2019/20 Recommended Budget includes the following fixed assets:

- $439,500 to re-budget the enclosure and conversion of the remaining section of unused garage space at 1150 Kentucky Street, Fairfield, into office space. The project is currently in progress. The garage space is no longer needed as most deliveries occur at the building located at 601 Kentucky Street. The space will be used to house the Library's Technology Division.
- $300,000 for construction related costs at five library branches for renovations to complete the automated materials handling project.
- $60,000 for replacement of a circulation workstation in Rio Vista Library and a public information service station in Suisun City Library.
- $30,000 to re-budget the replacement of five library branch file servers that are at the end of their useful life.

Reserves/Contingency

The FY2019/20 Recommended Budget includes $1,000,000 appropriation to the Library's Reserve budget (Fund 004 - BU 9104), and an equipment contingency for SPLASH of $429,357 for upgrades to the Library's automation system.

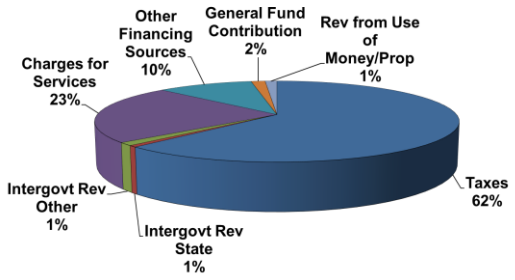
See related Budget Unit 9304 – Fund 004 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

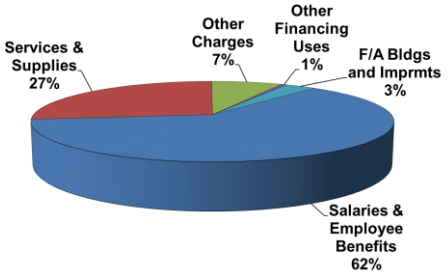
The Department is undertaking a facility needs assessment and anticipates a need to re-structure its organization, functions and program service delivery models in the context of the continued implementation of the five-year Library strategic plan developed in FY2016/17 and implemented in FY2017/18. The Department is also in the process of updating its current website to provide easier access for its customers, in addition to establishing a new marketing plan to enable the Department to better promote its services to library users and non-users.

During the six-year period between FY2009/10 and FY2014/15, there was a 34.1 FTE or 24% reduction in staff positions. The Recommended Budget includes 121.8 FTEs, still below the staffing level of 142.1 FTEs in FY2009/10. However, with the continuing expectation that property and sales tax revenues will, at the very minimum, continue to increase even slightly, the Department will continue to review staffing levels and ways to streamline services. The Department anticipates having a balanced budget for the next three fiscal years, FY2019/20, FY2020/21 and FY2021/22.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	12,909,236	13,033,909	13,502,698	468,789	3.6%
REVENUE FROM USE OF MONEY/PROP	209,295	107,550	267,600	160,050	148.8%
INTERGOVERNMENTAL REV STATE	139,199	134,760	139,617	4,857	3.6%
INTERGOVERNMENTAL REV FEDERAL	10,000	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	216,778	237,100	270,720	33,620	14.2%
CHARGES FOR SERVICES	4,694,956	4,743,573	5,054,423	310,850	6.6%
MISC REVENUE	1,839	0	0	0	0.0%
OTHER FINANCING SOURCES	2,032,744	2,271,426	2,175,633	(95,793)	(4.2%)
GENERAL FUND CONTRIBUTION	291,896	294,451	316,371	21,920	7.4%
TOTAL REVENUES	**20,505,942**	**20,822,769**	**21,727,062**	**904,293**	**4.3%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	12,055,604	13,738,809	14,224,956	486,147	3.5%
SERVICES AND SUPPLIES	3,816,451	6,236,534	6,130,263	(106,271)	(1.7%)
OTHER CHARGES	1,344,810	1,770,795	1,701,628	(69,167)	(3.9%)
F/A BLDGS AND IMPRMTS	105,984	439,500	739,500	300,000	68.3%
F/A EQUIPMENT	147,865	25,000	90,000	65,000	260.0%
OTHER FINANCING USES	817,573	126,308	127,216	908	0.7%
TOTAL APPROPRIATIONS	**18,288,286**	**22,336,946**	**23,013,563**	**676,617**	**3.0%**
CHANGE IN FUND BALANCE	**(2,217,656)**	**1,514,177**	**1,286,501**	**(227,676)**	**(15.0%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the position allocations since the adoption of the FY2018/19 Budget are provided below. All positions are funded with property and sales tax revenue dedicated to the Library Fund.

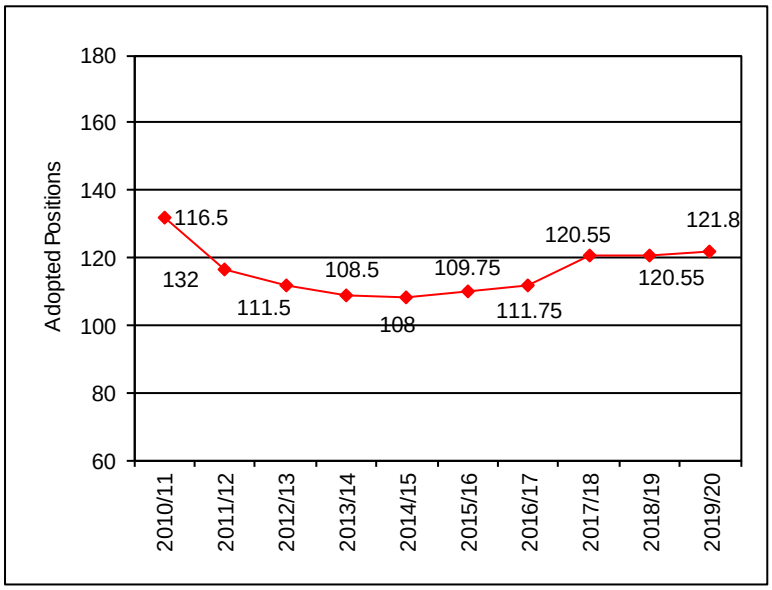
On February 26, 2019, the following position allocation changes were approved by the Board:

- Added 1.0 FTE Library Associate
- Deleted 0.75 FTE Volunteer Coordinator

The FY2019/20 Recommended Budget includes the following position change:

- Add 1.0 FTE Information Technology Specialist I (TBD) to assist with the automated materials handling project and provide increased support to library operations.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The Library continues to address its structural operating deficit having achieved a balanced budget for the last five fiscal years. However, with increases in personnel costs, library materials costs and the restructuring of the automation consortium now known as SPLASH (Solano Partner Libraries and St. Helena), the Department will need to continue to work on keeping its budget balanced and address the structural deficit. The Department continues to rely on Fund Balance and one-time revenues to balance its annual budget.

The Department is in the process of updating its website. Since its inception, many technological changes have occurred. The new website should give staff greater flexibility to update and change the site to stay current. It will also showcase various programs that the Library provides for the communities it serves as well as incorporate many goals in the newly developed five-year strategic plan.

The Department has issued an RFP to update its facilities master plan which it will work on this fiscal year. The existing plan was a twenty-year plan that was developed in 2000 and is at its “end of life.” The update needs to incorporate numerous changes in libraries, especially in automation and also needs to incorporate the strategies that were determined in the five-year strategic plan.

The Department also plans to issue an RFP for a new marketing strategy to help with the marketing and roll out of the five-year strategic plan.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
6150 LIBRARY ZONE 1	1,552,900	1,414,114	1,544,633	130,519	9.2%
6180 LIBRARY ZONE 2	44,983	46,866	47,902	1,036	2.2%
6166 LIBRARY ZONE 6	19,684	21,113	21,732	619	2.9%
6167 LIBRARY ZONE 7	447,173	481,273	505,022	23,749	4.9%
2280 LIBRARY - FRIENDS & FOUNDATION	166,921	128,500	146,700	18,200	14.2%
APPROPRIATIONS					
6150 LIBRARY ZONE 1	1,547,526	1,704,530	1,624,463	(80,067)	(4.7%)
6180 LIBRARY ZONE 2	44,599	48,448	47,162	(1,286)	(2.7%)
6166 LIBRARY ZONE 6	19,541	22,875	21,567	(1,308)	(5.7%)
6167 LIBRARY ZONE 7	445,223	521,283	510,488	(10,795)	(2.1%)
2280 LIBRARY - FRIENDS & FOUNDATION	103,005	201,516	209,265	7,749	3.8%
NET CHANGE					
6150 LIBRARY ZONE 1	(5,374)	290,416	79,830	(210,586)	(72.5%)
6180 LIBRARY ZONE 2	(384)	1,582	(740)	(2,322)	(146.8%)
6166 LIBRARY ZONE 6	(143)	1,762	(165)	(1,927)	(109.4%)
6167 LIBRARY ZONE 7	(1,949)	40,010	5,466	(34,544)	(86.3%)
2280 LIBRARY - FRIENDS & FOUNDATION	(63,917)	73,016	62,565	(10,451)	(14.3%)

A summary of the budgets administered by the Library is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

This budget provides revenue to offset expenses for the Solano County Library – Fairfield Civic Center Library's services.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $130,519 or 9.2% in revenues and a decrease of $80,067 or 4.7% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2019/20 Recommended Budget includes $1,544,633 in revenue, which reflects an increase of $130,519 or 9.2%.

Primary Costs

The FY2019/20 Recommended Budget includes a net decrease of $80,067 or 4.7% in appropriations. The decrease is primarily due to a decrease in the Operating Transfers-Out to the County Library's Fund 004. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	1,528,360	1,397,770	1,524,597	126,827	9.1%
REVENUE FROM USE OF MONEY/PROP	7,958	2,032	5,473	3,441	169.3%
INTERGOVERNMENTAL REV STATE	14,598	14,312	14,563	251	1.8%
INTERGOVERNMENTAL REV OTHER	1,983	0	0	0	0.0%
TOTAL REVENUES	**1,552,900**	**1,414,114**	**1,544,633**	**130,519**	**9.2%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	13,743	14,711	15,246	535	3.6%
OTHER CHARGES	1,770	1,257	1,506	249	19.8%
OTHER FINANCING USES	1,532,013	1,688,562	1,607,711	(80,851)	(4.8%)
TOTAL APPROPRIATIONS	**1,547,526**	**1,704,530**	**1,624,463**	**(80,067)**	**(4.7%)**
CHANGE IN FUND BALANCE	**(5,374)**	**290,416**	**79,830**	**(210,586)**	**(72.5%)**

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 $1,036 or 2.2% in revenues and a decrease of $1,286 or 2.7% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2019/20 Recommended Budget includes $47,902 in revenue, which reflects an increase of $1,036 or 2.2%.

Primary Costs

The FY2019/20 Recommended Budget includes a net decrease of $1,286 or 2.7% in appropriations. The decrease is primarily due to a decrease in the Operating Transfers-Out to the County Library's Fund 004. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	44,494	46,666	47,495	829	1.8%
REVENUE FROM USE OF MONEY/PROP	135	25	72	47	188.0%
INTERGOVERNMENTAL REV STATE	354	175	335	160	91.4%
TOTAL REVENUES	**44,983**	**46,866**	**47,902**	**1,036**	**2.2%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	578	733	712	(21)	0.0%
OTHER CHARGES	371	354	714	360	101.7%
OTHER FINANCING USES	43,650	47,361	45,736	(1,625)	(3.4%)
TOTAL APPROPRIATIONS	**44,599**	**48,448**	**47,162**	**(1,286)**	**(2.7%)**
CHANGE IN FUND BALANCE	**(384)**	**1,582**	**(740)**	**(2,322)**	**(146.8%)**

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 $619 or 2.9% in revenues and a decrease of $1,308 or 5.7% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2019/20 Recommended Budget includes $21,732 in revenue, which reflects an increase of $619 or 2.9%.

Primary Costs

The FY2019/20 Recommended Budget includes a net decrease of $1,308 or 5.7% in appropriations. The decrease is primarily due to a decrease in the Operating Transfer-Out to the County Library's Fund 004. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	19,461	21,020	21,539	519	2.5%
REVENUE FROM USE OF MONEY/PROP	75	18	48	30	166.7%
INTERGOVERNMENTAL REV STATE	148	75	145	70	93.3%
TOTAL REVENUES	**19,684**	**21,113**	**21,732**	**619**	**2.9%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	262	300	323	23	7.7%
OTHER CHARGES	307	372	412	40	10.8%
OTHER FINANCING USES	18,972	22,203	20,832	(1,371)	(6.2%)
TOTAL APPROPRIATIONS	**19,541**	**22,875**	**21,567**	**(1,308)**	**(5.7%)**
CHANGE IN FUND BALANCE	**(143)**	**1,762**	**(165)**	**(1,927)**	**(109.4%)**

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 $23,749 or 4.9% in revenues and a decrease of $10,795 or 2.1% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is property tax revenues. The FY2019/20 Recommended Budget includes $505,022 in revenue, which reflects a net increase of $23,749 or 4.9%.

Primary Costs

The FY2019/20 Recommended Budget includes a net decrease of $10,795 or 2.1% in appropriations. The decrease is primarily due to a decrease in the Operating Transfers-Out to the County Library's Fund 004. If there is any available Fund Balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

Contracts

None.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAXES	441,868	477,279	500,247	22,968	4.8%
REVENUE FROM USE OF MONEY/PROP	1,611	366	1,083	717	195.9%
INTERGOVERNMENTAL REV STATE	3,694	3,628	3,692	64	1.8%
TOTAL REVENUES	**447,173**	**481,273**	**505,022**	**23,749**	**4.9%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	5,724	6,423	7,504	1,081	16.8%
OTHER CHARGES	1,390	1,560	1,630	70	4.5%
OTHER FINANCING USES	438,109	513,300	501,354	(11,946)	(2.3%)
TOTAL APPROPRIATIONS	**445,223**	**521,283**	**510,488**	**(10,795)**	**(2.1%)**
CHANGE IN FUND BALANCE	**(1,949)**	**40,010**	**5,466**	**(34,544)**	**(86.3%)**

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 the four different Friends of the Library Groups and the Foundation. The money is used to enhance programs for all age groups, particularly children, as well as to support literacy services. Programs include the Reach Out and Read component of the Literacy Program, Solano County Kids Read Program, Adult Literacy, and National Library Week and Volunteer appreciation celebrations.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $18,200 or 14.2% in revenues and an increase of $7,749 or 3.8% in appropriations when compared to the FY2018/19 Adopted Budget.

Primary Funding Sources

The primary funding source for the Department is through donations and contributions from the four different Friends of the Library Groups and the Library Foundation. The FY2019/20 Recommended Budget includes $146,700 in revenue, which reflects an increase of $18,200 or 14.2%.

Primary Costs

The FY2019/20 Recommended Budget includes a net increase of $7,749 or 3.8% in appropriations, which reflects increases in office expense and purchased library materials, and offset by a reduction in sponsored library events.

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	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	1,634	500	2,200	1,700	340.0%
CHARGES FOR SERVICES	250	0	0	0	0.0%
MISC REVENUE	165,037	128,000	144,500	16,500	12.9%
TOTAL REVENUES	**166,921**	**128,500**	**146,700**	**18,200**	**14.2%**
APPROPRIATIONS					
SERVICES AND SUPPLIES	103,005	201,516	209,265	7,749	3.8%
TOTAL APPROPRIATIONS	**103,005**	**201,516**	**209,265**	**7,749**	**3.8%**
CHANGE IN FUND BALANCE	**(63,917)**	**73,016**	**62,565**	**(10,451)**	**(14.3%)**

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.

University of California Cooperative Extension

UC Cooperative Extension

- Master Gardener Program
- 4-H Youth Development Program
- Nutrition, Family and Consumer Science
  -Master Food Preserver Program
- Agriculture Research & Extension
  - Livestock, Orchard, Vegetable Crops, Small Grains, Delta Crops, Pest Management, Forage Crops, Small Farms
- Natural Resource Management

DEPARTMENTAL PURPOSE

The University of California Cooperative Extension (UCCE) Department in Solano County was established in 1915 by a cooperative agreement between the Department of Agriculture (USDA), the University of California (UC) and the County of Solano. The Department is the primary access for local residents to the resources of the University of California. UCCE's mission is to develop and share research-based knowledge to assist people in solving problems related to agriculture production, natural resources management, youth development, nutrition, and family and consumer sciences.

Budget Summary:	
FY2018/19 Midyear Projection:	314,162
FY2019/20 Recommended:	328,838
County General Fund Contribution:	328,838
Percent County General Fund Supported:	100%
Total Employees (FTEs):	0

FUNCTION AND RESPONSIBILITIES

The County UCCE program operates through an Interlocal Agreement between the Regents of the UC, Sacramento County, Solano County and Yolo County for a multi-county partnership formed in 2014. Through this agreement, UC provides various programs, including several agriculture programs, 4-H youth development programs, Master Gardener program and the Master Food Preserver program to the County. UCCE's key functions and responsibilities are to 1) assess community and industry needs, 2) develop a research agenda to address those needs, and 3) extend the research-based information through a variety of educational delivery methods.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Maintaining the same level of communication and contact with county partners has been challenging due to the increased administrative workload on one director overseeing UCCE operations in three counties as opposed to one county.
- State funding for the UC Division of Agriculture and Natural Resources (ANR) has not increased while costs continue to rise. This creates a significant budget shortfall for ANR which is severely limiting our ability to fill academic positions that develop programs to serve the citizens of Solano County.

Accomplishments:

- UCCE Ag Advisors addressed agricultural productivity issues including the value of using grafted tomato plants for both processing and market tomatoes, root stock selection for tree crops, publishing production cost studies which are necessary in obtaining farm loans, evaluating malting barley varieties as higher value grain crops, determining the effect of

temperature change on crop production, providing nutrient management strategies for multiple crops that minimize nutrient losses to the environment.

- UCCE Ag Advisors are very active in researching pest management strategies in both crop and rangeland systems. Chemical control strategies are always changing as pesticide resistance increases and new pesticides are released. Recent pest management research includes weevil control in alfalfa; Lygus bugs in sunflower; broomrape, root knot nematode; ryegrass control in wheat; organic weed pest control strategies; spider mite control in strawberries; Fusarium and Southern blight management in tomatoes; canker, root rot in tree crops; and rangeland weed control through restoration.
- UCCE Ag Advisors are addressing water efficiency and water quality, two prominent issues for the ag community as a result of the past drought and new regulations. Our Advisors have active projects on providing weekly soil moisture loss data to inform irrigation scheduling, selecting water efficient tree rootstocks, and water quality curriculum for livestock producers.
- UCCE organized workshops to enable farmers and ranchers to comply with a new law requiring them to measure and report water diversion for their agricultural operations.
- UCCE Master Gardeners organized a successful Garden Tour of Master Gardener gardens in Fairfield. The event was attended by 150 people and each garden visited focused on specific themes, such as pollinator-friendly, water-wise, bird-friendly, etc.
- The UCCE Urban Integrated Pest Management program started research trials on organic herbicide efficacy, specifically for use in school and other public zones.
- The Master Food Preserver (MFP) program graduated five more volunteers who completed their MFP training and certification program.
- The MFP program held eight public workshops on home food preservation, including pickling, jams and jellies, kombucha, steam juicing, and dried fruit.
- UCCE continued its 4-H Military program, a USDA grant-funded program to bring 4-H program activities to youths of families stationed at Travis AFB.
- Military youth received three 4-H scholarships, two State 4-H Golden Clover Service Awards, County Fair Best of Show award, and completed one Emerald Star Project.
- 4-H staff received the CA 4-H Association's award for their 4-H Military Partnership.
- The 4-H SET Program (Science, Engineering and Technology) delivered hands-on science education and experience activities to 678 youths by partnering with community-based organizations with afterschool sites in Fairfield, Vacaville, and Vallejo.
- The Solano County 4-H program was one of six county 4-H programs in the State that was compliant with mandated targets to reach underserved ethnic groups.

WORKLOAD INDICATORS

- During the Solano County Fair Youth Ag Day, 40 adult and 70 youth volunteers designed and delivered activities to teach 3,000 third grade students about various aspects of agriculture in the county.
- The 4-H Military program provided 714 hours of programming to approximately 2,000 military youth.
- 4-H community clubs serve 500 youth with the help of 200 adult volunteers.
- The Solano County Master Gardener Program provides science-based information and advice on home gardening and landscape practices. In FY2017/18, 133 Master Gardener volunteers contributed a total of 6,123 hours of service to their communities, serving over 14,500 Solano County residents with information on soil health, integrated pest management, tree pruning, weed identification and control, irrigation, water-wise landscaping, and other horticultural practices.

- UCCE Agricultural Advisors collectively held 30 extension meetings, gave 44 extension presentations, wrote 12 peer-reviewed journal publications and 60 non-peer-reviewed extension publications.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
UC COOPERATIVE EXTENSION	345,025	313,045	328,838	15,793	5.0%
TOTAL APPROPRIATIONS	**345,025**	**313,045**	**328,838**	**15,793**	**5.0%**
NET COUNTY COST					
UC COOPERATIVE EXTENSION	345,025	313,045	328,838	15,793	5.0%
NET COUNTY COST	**345,025**	**313,045**	**328,838**	**15,793**	**5.0%**
STAFFING					
UC COOPERATIVE EXTENSION	0	0	0	0	0.0%
TOTAL STAFFING	**0**	**0**	**0**	**0**	**0.0%**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $15,793 or 5.0% in appropriations when compared to the FY2018/19 Adopted Budget. As a result, the Net County Cost increased by $15,793 or 5.0%.

Primary Funding Source

The funding source for the service agreement with UC Cooperative Extension, Davis, is the County General Fund.

Primary Costs

The FY2019/20 Recommended Budget includes a $15,793 net increase in appropriations primarily due to an increase in the service agreement with UC Cooperative Extension.

Contracts

The FY2019/20 Recommended Budget includes $292,000 to the University of California for providing University of California Cooperative Extension (UCCE) programs to Solano County through June 30, 2020, and in-kind costs of $36,838 for a facility in Fairfield to house program operations, custodial and grounds keeping services, telephone and print services.

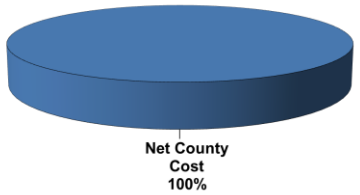
Fixed Assets

None.

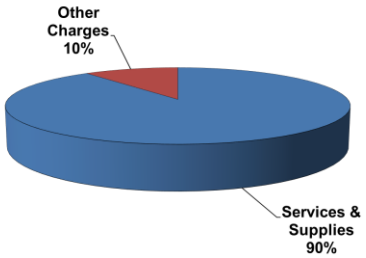
DEPARTMENT COMMENTS

On June 30, 2019, UC Cooperative Extension completes its fifth year of a five-year Interlocal Agreement between the Regents of the UC, Sacramento County, Solano County and Yolo County that created the UCCE Capitol Corridor Multi-County Partnership. This reorganization of UC Cooperative Extension offices was done to achieve efficiencies by consolidating administrative operations and sharing resources across county lines. UCCE continues to offer the same suite of programs to Solano County residents including agricultural advisors, 4-H, Master Gardener Program and the Master Food Preserver Program. A top priority is for UC ANR to approve a Youth, Families and Communities Advisor position in Solano County, which will enable a UCCE nutrition education program and enhance the 4-H Youth Development Program.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
SERVICES AND SUPPLIES	272,976	280,500	297,500	17,000	6.1%
OTHER CHARGES	72,049	32,545	31,338	(1,207)	(3.7%)
TOTAL APPROPRIATIONS	**345,025**	**313,045**	**328,838**	**15,793**	**5.0%**
NET COUNTY COST	**345,025**	**313,045**	**328,838**	**15,793**	**5.0%**

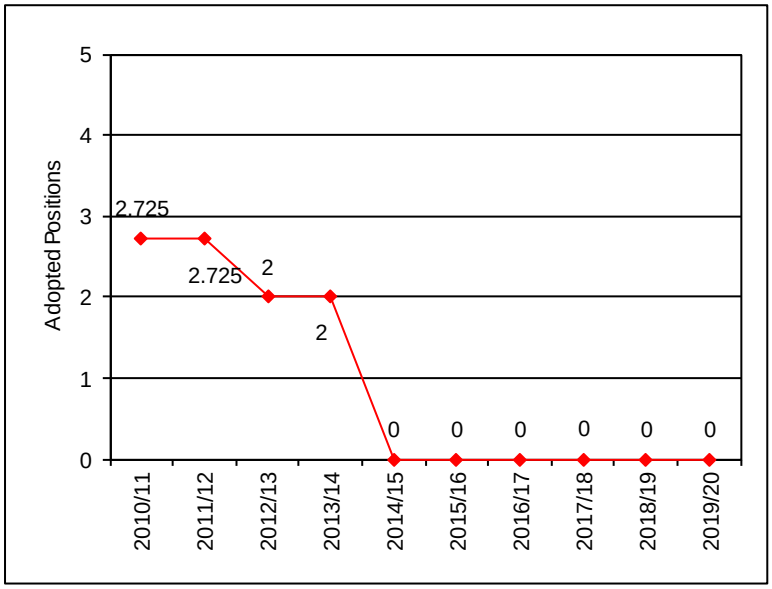
SUMMARY OF SIGNIFICANT ADJUSTMENTS

The $15,793 or 5.0% increase in the Recommended Budget is primarily attributed to an increase in the service agreement with UC Cooperative Extension.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget. In 2014 the current Inter-local Agreement between the Regents of the UC, Sacramento County, Solano County, and Yolo County was approved by all members, and the two former County employees transitioned to UC employment.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

State funding for the UC Division of Agriculture and Natural Resources (ANR) continues to be flat. As a result, ANR is not filling critical academic positions, specific programs will not be provided, and State funding for 0.15 FTE for a 4-H Program Representative will be eliminated. In FY2019/20, the County will use additional General Fund to maintain the 0.15 FTE 4-H Program Representative.

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	12,000,000	12,000,000	0	0.0%
TOTAL APPROPRIATIONS	**0**	**12,000,000**	**12,000,000**	**0**	**0.0%**

DEPARTMENTAL PURPOSE

This budget unit provides funds for unforeseen emergencies that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $12,000,000, based on potential General Fund exposures in litigation, uncertainty in annual State and Federal funding, and for potential revenue shortfalls in Health and Social Services (H&SS) and in public safety departments. In addition, the County remains exposed to 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 FY2019/20 Recommended General Fund Budget totals $278,326,192 excluding the $12,000,000 for contingency. The Recommended General Fund contingency of $12,000,000 is equal to 4.3% of the Recommended General Fund Budget for FY2019/20.

PENDING ISSUES AND POLICY CONSIDERATIONS

In considering the setting of contingency for FY2019/20, there are a number of uncertainties that may impact the County. Please refer to the Budget Summary Section of the FY2019/20 Recommended Budget for further details.

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	21,215,977	25,115,278	3,899,301	18.4%
TOTAL APPROPRIATIONS	**0**	**21,215,977**	**25,115,278**	**3,899,301**	**18.4%**

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 $25,115,278. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections and is restricted in its use.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	805,966	2,283,876	1,477,910	183.4%
TOTAL APPROPRIATIONS	**0**	**805,966**	**2,283,876**	**1,477,910**	**183.4%**

DEPARTMENTAL PURPOSE

This budget unit provides funds for unforeseen Capital Projects Fund (BU 1700). The funds are used to accommodate financing needs identified by Department of General Services, and approved by the Board for capital projects, acquisition of real property, planning of capital improvements, construction of new facilities, facility renewal, and repairs to existing County facilities.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $2,283,876. This amount reflects the estimated funding available for Fund 006 restricted purposes based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	2,363	3,315	952	40.3%
TOTAL APPROPRIATIONS	**0**	**2,363**	**3,315**	**952**	**40.3%**

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Public Art Operating Fund (BU 1630) to accommodate financing needs related to purchase or commission of public art and maintenance of public art within designated public areas owned by the County (Ordinance No. 1639, Chapter 5, section 5.5-5.6).

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $3,315. This amount reflects the estimated funding available for the Fund 106 restricted purpose based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	51,189	61,524	10,335	20.2%
TOTAL APPROPRIATIONS	**0**	**51,189**	**61,524**	**10,335**	**20.2%**

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 $61,524. This amount reflects the estimated funding available for the Fund 281 restricted purposes based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	3,815,817	3,255,900	(559,917)	(14.7%)
TOTAL APPROPRIATIONS	**0**	**3,815,817**	**3,255,900**	**(559,917)**	**(14.7%)**

DEPARTMENTAL PURPOSE

This budget unit is utilized by the District Attorney (DA) (BU 4100) to accommodate any financing needs that may arise in the DA's budget related to certain restricted funds as follows:

- Per California Business and Professions Code section 17206 and 17500, court ordered fines and forfeitures accrue to this fund for the support of general investigation and all aspects involving the prosecution of consumer protection cases and is the primary revenue source for the District Attorney's Consumer Protection Unit (BU 6502).
- California Health and Safety Code section 25192 provides that a percentage of fines levied against the commission of environmental offenses be provided to the prosecuting agency bringing the action. These funds provide the funding source in support of general investigation and all aspects involving the investigation and prosecution of environmental crimes that are normally prosecuted in the DA's Consumer Protection Unit.
- Use of the asset forfeiture funds is governed by the federal Department of Justice's Equitable Sharing Program, California Health and Safety Code section 11489, and California Vehicle Code section 14607.6.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $3,255,900. This amount reflects the estimated funding available in Fund 233 for restricted purposes outlined above based on the FY2018/19 Midyear Projections. The fund includes civil penalties related to consumer and environmental protection, and asset forfeiture.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	583,954	473,156	(110,798)	(19.0%)
TOTAL APPROPRIATIONS	**0**	**583,954**	**473,156**	**(110,798)**	**(19.0%)**

DEPARTMENTAL PURPOSE

This budget unit represents the contingency for the Sheriff Civil Processing Fees (BU 4110). Under authority of Government Code sections 26720 et seq., the Sheriff collects certain fees related to services provided through the Department's Civil Bureau. Revenues are driven by Government Code (GC) sections 26731 portion of Civil Fees collected and 26746 Debtor Processing Assessment Fee. GC 26731 states that $15 of any fee collected by the Sheriff's Civil Division is deposited into a special fund. Approximately 95% of revenue in this special fund supplements costs for the implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings necessary for the Sheriff's Civil Division. The remaining 5% of revenue in the special fund supplements expenses of the Sheriff's Civil Division in administering the funds. GC section 26746 states that a $12 processing fee is assessed for certain specified disbursements. Funds collected and deposited pursuant to this section supplement the cost for civil process operations in (BU 4110).

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $473,156. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections. The FY2019/20 Recommended Budget includes a use of Fund Balance for costs within the Civil program for replacement software for civil program management.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	53,229	150,398	97,169	182.5%
TOTAL APPROPRIATIONS	**0**	**53,229**	**150,398**	**97,169**	**182.5%**

DEPARTMENTAL PURPOSE

This budget unit represents the contingency for the Sheriff Asset Seizure (BU 4120). The Sheriff's Office, in its role as a law enforcement agency, arrests and assists other local law enforcement agencies with the arrests of suspected drug dealers. Health and Safety Code section 11489 authorizes the distribution of net sale proceeds from the sale of forfeited property seized from illegal drug activity. The Sheriff's Office portion of applicable sale proceeds is deposited in this Special Revenue Fund 253 and expended in (BU 4120) to support Narcotics Enforcement Programs.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $150,398. This amount reflects the estimated funding available based on the FY2018/19 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.

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	746,367	964,260	217,893	29.2%
TOTAL APPROPRIATIONS	**0**	**746,367**	**964,260**	**217,893**	**29.2%**

DEPARTMENTAL PURPOSE

This budget unit represents the contingency for the Sheriff Special Revenue Fund 326. The fund was established to enable accounting for Automated Fingerprint Fees, Cal-ID Auto Fingerprint Fees, and Vehicle Theft Allocation accrued from fines levied by the Courts and Department of Motor Vehicles. Each fee has its own restricted use. The Sheriff's operating appropriations can be found in (BU 4050).

Automated Fingerprint Fees

Under the authority of Government Code section 76102 and California Vehicle Code section 9250.19 fees shall be allocated to the County and expended exclusively to fund programs that enhance the capacity of local law enforcement to provide automated mobile and fixed location fingerprint identification of individuals.

Cal-ID Auto Fees Fingerprint

The California Identification System (Cal-ID), as described in section 11112.2 of the Penal Code and Government Code section 76102(a) shall be for the purpose of assisting the County in the establishment of adequate fingerprint facilities and adequate suspect booking identification facilities.

Vehicle Theft Allocation

The Vehicle Theft Allocation accrues funds from vehicle registration fees based on Vehicle Code section 9250.14 and shall be expended exclusively to fund programs that enhance the capacity of local police and prosecutors to deter, investigate, and prosecute vehicle theft crimes.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $964,260. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	647,314	531,734	(115,580)	(17.9%)
TOTAL APPROPRIATIONS	**0**	**647,314**	**531,734**	**(115,580)**	**(17.9%)**

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 $531,734. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	136,218	117,676	(18,542)	(13.6%)
TOTAL APPROPRIATIONS	**0**	**136,218**	**117,676**	**(18,542)**	**(13.6%)**

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 $117,676. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	127,669	127,371	(298)	(0.2%)
TOTAL APPROPRIATIONS	**0**	**127,669**	**127,371**	**(298)**	**(0.2%)**

DEPARTMENTAL PURPOSE

This budget unit represents the contingency for the Probation Department (BU 8035). The source of revenue is from the telephone company that facilitates collections attributable to collect calls made by youth detained at the juvenile detention facilities. Pursuant to Welfare and Institutions Code section 873, funds deposited are expected to be used for the benefit, education, and welfare of the youth detained at juvenile detention facilities.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $127,371. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections. The Probation Department revised its contract with the telephone company providing collect call services to the youth detained at JDF, including the Challenge Academy, to reduce the amount of transactions fees charged and eliminated commissions received by Probation for these services in order to encourage youths to contact their families. As such, no new revenue is being generated and appropriations in the Operating Budget (BU 8035) have been reduced in order to maximize the benefits provided with the remaining funds.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	9,490,791	9,472,851	(17,940)	(0.2%)
TOTAL APPROPRIATIONS	**0**	**9,490,791**	**9,472,851**	**(17,940)**	**(0.2%)**

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Recorder/Micrographic Fund (BU 4000). The funds are segregated by purpose and can only be used specifically for the intent they were collected: Micrographics $2,861,302, Recorder's System Modernization $5,612,581, Social Security Number Truncation $899,468 and Electronic Recording $99,500.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $9,472,851. This amount reflects the estimated funding available for the Fund 215 restricted purposes based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	1,598,342	1,541,394	(56,948)	(3.6%)
TOTAL APPROPRIATIONS	**0**	**1,598,342**	**1,541,394**	**(56,948)**	**(3.6%)**

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 $1,541,394. This amount reflects the estimated funding available based on the FY2018/19 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.

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	182,707	264,363	81,656	44.7%
TOTAL APPROPRIATIONS	**0**	**182,707**	**264,363**	**81,656**	**44.7%**

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 $264,363. This amount reflects the estimated funding available based on FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	34,042	34,040	(2)	(0.0%)
TOTAL APPROPRIATIONS	**0**	**34,042**	**34,040**	**(2)**	**(0.0%)**

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 $34,040. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	10,422	799	(9,623)	(92.3%)
TOTAL APPROPRIATIONS	**0**	**10,422**	**799**	**(9,623)**	**(92.3%)**

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Fish/Wildlife Propagation Program Fund (BU 2950) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $799. This amount reflects the estimated funding available based upon FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	263,574	729,538	465,964	176.8%
TOTAL APPROPRIATIONS	**0**	**263,574**	**729,538**	**465,964**	**176.8%**

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 $729,538. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	3,438,811	1,733,830	(1,704,981)	(49.6%)
TOTAL APPROPRIATIONS	**0**	**3,438,811**	**1,733,830**	**(1,704,981)**	**(49.6%)**

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 $1,733,830. This amount reflects the estimated funding available based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	890,839	1,091,607	200,768	22.5%
TOTAL APPROPRIATIONS	**0**	**890,839**	**1,091,607**	**200,768**	**22.5%**

DEPARTMENTAL PURPOSE

This budget unit is utilized by the First 5 Solano Children & Families Commission Fund (BU 1530) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $1,091,607. This amount reflects the estimated funding available based upon FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	630	630	0	0.0%
TOTAL APPROPRIATIONS	**0**	**630**	**630**	**0**	**0.0%**

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Tobacco Prevention & Education Fund (BU 7950) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $630. This amount reflects the estimated funding available based upon FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	0	48,104	48,104	0.0%
TOTAL APPROPRIATIONS	**0**	**0**	**48,104**	**48,104**	**0.0%**

DEPARTMENTAL PURPOSE

This budget unit is utilized by the County Disaster Fund (BU 5908) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $48,104. This amount reflects the estimated funding available based upon FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	93,777	33,790	(59,987)	(64.0%)
TOTAL APPROPRIATIONS	**0**	**93,777**	**33,790**	**(59,987)**	**(64.0%)**

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Library Fund (BU 2280) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $33,790. This amount reflects the estimated funding available based upon FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	15,041,928	13,451,396	(1,590,532)	(10.6%)
TOTAL APPROPRIATIONS	**0**	**15,041,928**	**13,451,396**	**(1,590,532)**	**(10.6%)**

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 $13,451,396 which includes the Solano Partner Libraries and St. Helena (SPLASH) contingency of $429,357. The contingency appropriation reflects the estimated funding available based on the FY2018/19 Midyear Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

MAJOR ACCOUNTS CLASSIFICATIONS	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	130,594	130,594	0	0.0%
TOTAL APPROPRIATIONS	**0**	**130,594**	**130,594**	**0**	**0.0%**

DEPARTMENTAL PURPOSE

This budget unit is utilized by Parks and Recreation Fund (BU 7000) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a contingency appropriation of $130,594. This amount reflects the estimated funding available based upon FY2018/19 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 special assessment revenues collected within the District's jurisdiction to the City of Vallejo through a contract for fire protection services to its citizens.

Budget Summary:	
FY2018/19 Midyear Projection:	600,886
FY2019/20 Recommended:	621,188
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	0.0

FUNCTION AND RESPONSIBILITIES

The EVFPD's jurisdiction is Southeast Vallejo, an unincorporated area of the county, surrounded by the City of Vallejo. This budget unit receives property taxes from this area for the payment of fire protection services. The Board of Supervisors serve as the District's Board of Directors and the District is administered through the County Administrator's Office.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

None.

WORKLOAD INDICATORS

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $46,248 or 8% in revenues and an increase of $45,217 or 7.9% in appropriations when compared to the FY2018/19 Adopted Budget.

The increase in revenues is the result of an increase in tax revenue projected for FY2019/20. Contracted Services with the City of Vallejo Fire Department is budgeted at $610,421 and is based on available funding, less administrative support costs. If there is any available Fund Balance at the FY2018/19 year-end, the Department requests the Auditor-Controller increase the Department's appropriations for Contracted Services by the amount of the available ending Fund Balance.

DEPARTMENT COMMENTS

None.

SUMMARY BY SOURCE	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
134 - EAST VJO FIRE DISTRICT					
TAXES	548,043	568,413	613,954	45,541	8.0%
REVENUE FROM USE OF MONEY/PROP	2,639	2,300	2,800	500	21.7%
INTERGOVERNMENTAL REV STATE	4,244	4,227	4,328	101	2.4%
INTERGOVERNMENTAL REV FEDERAL	0	0	106	106	0.0%
TOTAL REVENUES	**554,927**	**574,940**	**621,188**	**46,248**	**8.0%**
SERVICES AND SUPPLIES	552,321	573,871	618,921	45,050	7.9%
OTHER CHARGES	1,574	2,100	2,267	167	8.0%
TOTAL APPROPRIATIONS	**553,896**	**575,971**	**621,188**	**45,217**	**7.9%**

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

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

DISTRICT PURPOSE

The Consolidated County Service Area (CCSA) provides street lighting in the unincorporated areas of Solano County.

Budget Summary:	
FY2018/19 Midyear Projection:	119,711
FY2019/20 Recommended:	169,311
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

FUNCTION AND RESPONSIBILITIES

The Consolidated County Service Area (CSA) provides street lighting in the unincorporated areas of Solano County. This budget funds maintenance of 590 existing streetlights, including 172 streetlights in Home Acres. Maintenance costs for these streetlights include electricity, repair, and installation of new streetlights. This budget is entirely funded through property taxes.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- In prior years, the Department worked with PG&E on the LED lighting conversion of 462 street lights providing long term savings in utilities.
- The County worked with PG&E to update the inventory and verify proper ownership of all streetlights in unincorporated Solano County. The updated inventory has resulted in a reduction of 22 streetlights included in the Consolidated County Service Area based on corrected ownership records.

WORKLOAD INDICATORS

Operated and maintained 590 streetlights, of which 462 are LED and 128 are high pressure sodium.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of $16,594 or 12.8% in revenues and an increase of $12,901 or 8.2% in appropriations when compared to the FY2018/19 Adopted Budget. The increase in revenues results from a $14,822 or 12.1% increase in property tax revenues and a $1,772 or 28.5% increase in interest income. The increase in appropriations results primarily from an increase of $24,586 or 99.5% in additions to Reserves, partially offset by a $12,000 cost savings in utilities due to the conversion of 462 street lights to LED in prior years.

Contracts

None requiring Board action.

Fixed Assets

None.

SUMMARY BY SOURCE	2017/18 ACTUALS	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
046 - COUNTY CONSOLIDATED SVC AREA					
TAXES	120,440	122,016	136,838	14,822	12.1%
REVENUE FROM USE OF MONEY/PROP	6,993	6,228	8,000	1,772	28.5%
INTERGOVERNMENTAL REV STATE	927	908	908	0	0.0%
MISC REVENUE	1,520	0	0	0	0.0%
TOTAL REVENUES	**129,881**	**129,152**	**145,746**	**16,594**	**12.8%**
SERVICES AND SUPPLIES	165,004	90,600	78,630	(11,970)	(13.2%)
OTHER CHARGES	60,008	41,111	41,396	285	0.7%
CONTINGENCIES AND RESERVES	0	24,699	49,285	24,586	99.5%
TOTAL APPROPRIATIONS	**225,012**	**156,410**	**169,311**	**12,901**	**8.2%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The conversion of 462 street lights to LED lighting in previous years resulted in a reduction in utility costs, reflected in the FY2019/20 Recommended Budget.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

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

DEPARTMENTAL PURPOSE

The Workforce Development Board (WDB) of Solano County, Inc. is a private, nonprofit, 501(c)(3) organization serving as the administrator/operator of a variety of workforce development grants and programs. The WDB Board of Directors is appointed by the County Board of Supervisors and acts as the federally-mandated, business-led Board to oversee U.S. Department of Labor (DOL) Workforce Innovation and Opportunity Act (WIOA) grants and programs.

Budget Summary:	
FY2018/19 Midyear Projection:	6,443,728
FY2019/20 Recommended:	6,072,393
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	44

FUNCTION AND RESPONSIBILITIES

The WDB works to build and sustain a skilled workforce, support a vibrant economy, and create a shared prosperity for the community of Solano County. The WDB oversees federally-funded workforce services through the Workforce Innovation and Opportunity Act (WIOA) on behalf of Solano County, as well as other special projects. Staff members provide tailored job search services, job preparation, training, and placement services to job seekers, as well as work with local businesses to support both business-specific talent development efforts and industry-wide initiatives.

Job seeker services are provided through:

- The Solano Employment Connection (SEC) - the County's "America's Job Centers of California" system for One Stop Career Centers that offer free basic job search services for any job seeker, as well as recruitment events for businesses.
- WIOA-enrolled services for adult, dislocated workers and youth jobseekers – services include occupational training, job coaching, wrap-around service provisions, and job placement assistance.
- Discretionary grants serving job seekers and employers – often solicited through the California Workforce Development Board of California's Employment Development Department (EDD). Grants to the North Bay region are included.
- Contracts – includes contracts with local agencies to provide employment and training services for targeted populations.

Various additional grants and contracts to serve special population groups, employers, or industries are taken on across time, as opportunities arise.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The WDB faces challenges resulting in federal and State changes, as well as changing focal points within the local and State economy and community. These challenges are met through a responsive, data-driven, collaborative effort to best serve the needs of both jobseekers and employers in order to effectively support the talent system in Solano.

Challenges:

- The Federal Workforce Innovation and Opportunity Act (WIOA) federal and State guidance continues to change, including new requirements for Job Center certification, changes in performance tracking, and required Memorandums of Understanding within local areas. The WDB has adjusted to fit the changing regulatory conditions within WIOA, and taken the opportunity to move in new, more positive directions for the organization and the system.
- Regional workforce development initiatives are being called for with strong support from State policymakers. Solano County is a member of the North Bay Employment Connection (NBEC) collaborative with the WDB's of Napa/Lake, Sonoma, Marin, and Mendocino Counties. Increasing priority at the State level to focus on regional issues and initiatives versus local initiatives can take focus away from local needs. In addition, current regional strategies decrease Solano's unique ability to connect with the East Bay and Greater Sacramento regions.

Accomplishments:

- Continued to address recommendations from the County's Help in Recruiting and Retaining Employees (HIRRE) initiative by facilitating engagement in a data sharing and referral system through Community Pro and playing a role in the conversations to address systems change within Solano's workforce system for the benefit of our community and economy.
- Increased resources and activities for vulnerable populations, including individuals with disabilities, parents ordered to pay child support, and justice-involved individuals.
- Expanded talent-focused support for businesses, including serving over 400 businesses, becoming the new host for the Solano Small Business Development Center, developing incumbent worker training and transitional jobs opportunities, city-based recruitment events, and business seminars on talent-related topics.

WORKLOAD INDICATORS

- The federal WIOA system has WIOA Indicators for Adult, Dislocated Worker, and Youth programs. These measures include employment 2nd Quarter after Exit, Employment 4th Quarter after Exit, Median Wages, Credential Attainment, and Measurable Skills Gains for each of the programs. For each indicator, the WDB met or exceeded the WIOA goals.
- Special grants/contracts have their own performance outcomes related to planned enrollment numbers, outcomes, and expenditures. The WDB met or exceeded all CalWORKs contract measurements for its Pathway to Employment and Success Track contracts.
- The WDB utilizes additional performance indicators including real-time measures of WIOA Indicators, and indicators developed by the Workforce Board. In FY2017/18, 10,109 individuals received job seeker services through the SEC network; 436 individuals received intensive WIOA job seeker services; 159 were enrolled in occupational training, and 143 gained employment with a 76% training-related placement at an $18.00 median wage. Over 400 businesses received services with $160,131 invested in Solano County businesses for recruiting and training needs; and 172 hiring recruitments for local and regional businesses were held in the SEC centers.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents a decrease of $255,954 or 4.0% in revenues and a decrease of $212,963 or 3.4% in appropriations when compared to the FY2018/19 Adopted Budget. There is no County General Fund support for this budget, as WDB's activities are fully grant funded.

Primary Funding Sources

The primary funding source for the WDB is through the Workforce Innovation and Opportunity Act (WIOA) local allocation. The funding is based on a formula that includes the unemployment rate, number of dislocated workers, and other factors. WIOA funding allocations are not released for the FY2019/20 year until late spring; as such, the current Recommended Budget is based on anticipated funding levels until final allocations are released from the State of California EDD.

Overall, the requested budget of the WDB is based on the best estimates of federal grant funding that will be awarded for FY2019/20. In addition to the projection of available new federal funding, this budget includes the projection of unspent funds remaining at June 30, 2019 that will be available for expenditure in FY2019/20.

The FY2019/20 Recommended Budget of $6,072,393 represents a decrease of $255,594 or 4% in revenues when compared to the FY2018/19, primarily due to reduced estimates in available funding for WIOA Adult, Dislocated Worker, Administration, and Rapid Response projects. Additionally, the WIOA Disability Accelerator, the Work Based Accelerator, and the Fire Response projects end in FY2019/20; the amounts included in this budget are based the projected grant funds remaining at July 1, 2019. Overall, grant revenue is subject to possible future reductions to federal funding, and to approval of the H&SS contracts, which total 19.7% of the revenue in the Recommended Budget.

Primary Costs

The FY2019/20 Recommended Budget of $6,072,393 represents a decrease of $212,963 or 3.4% in appropriations when compared to the FY2018/19, primarily due to the following:

- Salaries and Employee Benefits of $3,655,343 reflects an increase of $46,204 or 1.3% primarily due to increased retirement and health insurance costs. The number of FTE included in this budget is 44, unchanged from FY2018/19.
- Services and Supplies of $986,335 reflects a decrease of $149,163 or 13.1% primarily due to reductions in Other Professional Services for Managed IT Services and the One Stop Operator of the Job Centers and decreases in facilities costs for satellite sites as adjustments were necessary to meet the current program needs.
- Other Charges of $1,430,715 reflects a decrease of $110,004 or 7.1% primarily due to reductions in training and employer outreach based on available grant funding.

Contracts

The FY2019/20 Recommended Budget includes a total of $503,362 or 8.3% in contracted services which includes the following significant contracts:

- $250,000 Training Contracts
- $80,000 Employer Outreach
- $75,000 America's Job Center of California (AJCC) One Stop Operator Services
- $50,362 Maintenance and building Improvements
- $48,000 IT Systems Management Services

Fixed Assets

None.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017/18 ACTUAL	2018/19 ADOPTED BUDGET	2019/20 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	4,582	0	0	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	4,415,403	4,697,987	6,072,393	1,374,406	29.3%
INTERGOVERNMENTAL REV OTHER	1,277,568	1,630,000	0	(1,630,000)	(100.0%)
MISC REVENUE	1,712	0	0	0	0.0%
TOTAL REVENUES	**5,699,265**	**6,327,987**	**6,072,393**	**(255,594)**	**(4.0%)**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	3,203,139	3,609,139	3,655,343	46,204	1.3%
SERVICES AND SUPPLIES	1,117,710	1,135,498	986,335	(149,163)	(13.1%)
OTHER CHARGES	1,444,417	1,540,719	1,430,715	(110,004)	(7.1%)
TOTAL APPROPRIATIONS	**5,765,267**	**6,285,356**	**6,072,393**	**(212,963)**	**(3.4%)**
NET CHANGE	**66,002**	**(42,631)**	**0**	**42,631**	**(100.0%)**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes to position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The federal and State workforce programs are emphasizing addressing “institutional change” for the nation’s major educational and training programs, addressing “income mobility” for workers and families, devoting additional efforts and resources to those job seekers with multiple barriers to sustainable employment, addressing workforce needs on both a local and regional basis, engaging businesses in a meaningful manner, increasing use of apprenticeship and pre-apprenticeship programs, and increasing use of technology and accountability.

A new State Unified Workforce Plan will be released soon, which will lead to a revision of Local Workforce Plans. Strategic Plans are to be more active and driven by increasing focus on growth industry sectors, mid/high skill and mid/high wage occupations, planning and performing regionally, and stronger connections with Corrections and TANF programs.

DEPARTMENTAL PURPOSE

The Solano County Fair Association (SCFA) is a 501(c)3 nonprofit organization established in 1946 to conduct the annual Solano County Fair and to oversee the day-to-day operations of the County's fairgrounds property. The SCFA strives to provide a year-round regional destination point by presenting first-class, multi-use entertainment and recreation facilities that support the County Fair and provide an economic and quality of life asset to the greater Solano County community.

Budget Summary:	
CY2019:	2,443,621
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	14.9

FUNCTION AND RESPONSIBILITIES

The SCFA operates under a contract with the County of Solano and expires on January 31, 2021 unless the contract is amended as part of SCFA's annual budget approval process, per the operating agreement. Most of SCFA's revenues are generated by the operations of the fairgrounds. The County Fair Association receives a small allocation of license fees generated by the California horse racing industry to offset a portion of the cost of providing staff services to the SCFA. Revenues include ground leases and revenue from Fair parking and Six Flags parking agreement, advertising, facility rental, satellite wagering and support from the State of California for the network of fairs.

In June 2009, the County Board of Supervisors in cooperation with the City of Vallejo initiated the visioning effort known as Solano360. In 2013 a Specific Plan, Environmental Impact Report (EIR) and tentative map were reviewed by the Board, City of Vallejo and SCFA and approved by the City of Vallejo and Board of Supervisors. The County, City of Vallejo, and SCFA are working together to redevelop the fairgrounds property and create a "Fair of the Future." For more details on this ongoing effort, refer to Budget Unit 1820 in the Capital Projects section.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Challenges:

- Financial burdens associated with operating buildings, grounds and equipment that are, in most cases, long past their intended useful lives, continues for SCFA. At one time, most facility maintenance costs, beyond standard day-to-day repairs performed by SCFA under the agreement with the County, were supported by State of California provided funding. The State funding, for the past 10 years, has been significantly reduced. SCFA currently receives less than $35,000 annually. That amount is far below what the current facility maintenance/upgrade requirements.
- 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, (BOS) has expressed concerns about the financial and organizational viability of SCFA. Accordingly, the BOS has been reluctant to make appointments to SCFA's Board of Directors pending the results of the ongoing organizational changes. The SCFA Board currently has seven Directors, (out of a 15-member Board). The reduced numbers significantly impact SCFA's ability to address key elements they have identified as mission critical objectives. SCFA's re-organizational efforts focus on expanding the volunteer base, strengthening the committee structure, and maximizing fundraising capabilities.
- 2018 brought another increase to California's minimum wage from $11.00 per hour to $12.00 per hour effective January 1, 2019. The 2019 increase will primarily affect seasonal and intermittent part-time employees who work during the annual Fair, Ag Day, year-round Race Place, and facility rental operations.

Accomplishments:

- The 2018 Solano County Fair represented the introduction of a new Solano County community focused Fair and a break away from the "traditional" fair format. Utilizing the theme of "Blue Ribbon Fun!" SCFA focused on the "heart and soul" of any county fair, the competitive exhibits program. The fair running time was reduced to two days and featured a "free gate"

meaning for the first time there was not an admission charge. 2018 also represented a significant change in the fair running dates, moving from August to late June/early July. For the 2019 Solano County Fair, SCFA plans to continue to build on the success of the revised format and model introduced in 2018.

- The Annual Youth Ag Day continues to be a successful collaborative effort of the Solano County Fair Association and agricultural-related businesses, organizations, farmers, ranchers and other community members. This fun and educational event is free to all third-grade classes in Solano County and features a wide variety of rotational learning stations and displays. Activities are designed to give children the opportunity to learn about food and fiber production from new perspectives, with emphasis on the agricultural abundance of Solano County. This event is made possible through the volunteers who dedicate their time and cash donations and SCFA financial support.
- Recent State legislative action has demonstrated the State of California's commitment to supporting the network of California's fairs. The passage of SB 5/Proposition 68 has provided for over $15 million in funding for California's fairs. SCFA participated in legislative advocacy in support of the passage of SB 5 and has submitted proposals for the first round of funding. In addition, AB 1499 was passed and signed by Governor Brown, and considered a legislative victory for California's fairs as it re-establishes a dedicated funding level and annual funding stream for California's fair network lost in the Great Recession. This dedicated funding stream has been absent from the State's budget for 10 years and its re-introduction is believed to re-emphasizes the State's commitment and help restore or replace the horse racing revenue originally dedicated to supporting the fair network.

WORKLOAD INDICATORS

- 27,268 attendees at the Solano Race Place in 2018 for an average daily attendance of 126 people.
- Gross revenue for Solano Race Place for 2018 was $577,871 an increase of $24,302 over 2017 gross revenue reflecting a 4% increase in revenue.
- 136 third-grade classes and approximately 4,200 students, teachers, chaperones and volunteers from across the county participated in the 2018 Youth Ag Day; making the 2018 Youth Ag Day the biggest and best yet.
- Facility Rentals for 2018 were $1,209,854 an increase of $295,392 over 2017 rental figures or approximately a 24% increase in sales.

DEPARTMENTAL BUDGET SUMMARY

The SCFA budget is based on a calendar year. The 2019 SCFA budget reflects total revenues of $2,816,394 an increase of $138,289 or 5.2% over the 2018 Adopted Budget. The 2019 appropriations total of $2,433,621 reflecting a decrease of $133,732 or 5.2% over 2018 Adopted Budget.

DEPARTMENT COMMENTS

The 2019 Solano County Fair will take place Thursday, June 27 through Sunday, June 30. The theme is "Cheers to 70 Years!". Building on the 2018 new fair operational model the 2019 annual Solano County Fair will be focused on the things that make Solano County a special place to live, work and play. 2018's fair patrons responded to post fair surveys indicating that the 2018 fair was missing key elements of what they thought were a true "fair experience". The 2019 Solano County Fair will be re-introducing many of the traditional features that will make the 2019 Fair an even more successful community event.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2017 ACTUALS	2018 ADOPTED BUDGET	2019 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	207,608	791,734	2,018,407	1,226,673	154.9%
INTERGOVERNMENTAL REV STATE	0	32,487	32,487	0	0.0%
CHARGES FOR SERVICES	97,498	1,761,384	679,000	(1,082,384)	(61.5%)
MISC REVENUE	40,580	92,500	86,500	(6,000)	(6.5%)
TOTAL REVENUES	**345,686**	**2,678,105**	**2,816,394**	**138,289**	**5.2%**
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	0	1,364,916	1,176,907	(188,009)	(13.8%)
SERVICES AND SUPPLIES	39,884	1,196,466	1,147,714	(48,752)	(4.1%)
OTHER CHARGES	0	15,971	19,000	3,029	19.0%
F/A BLDGS AND IMPRMTS	0	0	100,000	100,000	0.0%
TOTAL APPROPRIATIONS	**39,884**	**2,577,353**	**2,443,621**	**(133,732)**	**(5.2%)**
NET GAIN(LOSS)	**305,803**	**100,752**	**372,773**	**272,021**	**270.0%**

SUMMARY OF SIGNIFICANT ADJUSTMENTS

SCFA concluded calendar year 2018 with an unaudited net profit before depreciation of $168,818 an increase of $103,724 over 2017 representing an increase of 61%. As a result, the SCFA was able to allocate funds to its designated reserves with starting balances for January 1, 2019 of $39,203 in Capital Projects/Maintenance Reserve; $9,833 in Parking Lot Improvement Reserves; $19,414 in Fair Hands Reserve; $8,775 in Racing Facilities Improvement Reserve; $8,848 in Ag Day Reserve; and $15,194 in Junior Livestock Auction Reserve.

SUMMARY OF POSITION CHANGES

The second half of 2018 brought significant organizational changes to SCFA. In October of 2018, the SCFA Board announced the selection of Mike Ioakimedes, the Business Development Manager, as SCFA's new Executive Director/CEO. The Executive Director/CEO is a new position combining the traditional responsibilities of the General Manager, the Business Development Manager and the Chief Financial Officer. The Chief Financial Officer position has been deleted Stephen Hales was moved back into the Chief Operations position.

PENDING ISSUES AND POLICY CONSIDERATIONS

While SCFA's 2018 net profit was higher than anticipated ($168,818 actual vs. $100,752 projected) it is not sufficient to meet the increasing demands of deferred maintenance and unfunded retirement liabilities. In 2018, SCFA Board of Directors adopted a Reserve Policy that addresses, on an annual basis, both the deferred maintenance and unfunded retirement liabilities. It is hoped that with the chaptering of AB 1499, the network of California fairs will begin to enjoy a dedicated funding stream intended to help fund fair deferred maintenance issues. At the time of this writing, it is undetermined the amount SCFA will receive from AB 1499 funds. Additionally, SCFA has applied for deferred maintenance grants offered after the passage of SB 5 / Proposition 68. There is a total of approximately $15 million Statewide offered to California's fairs over a 3-year funding cycle for grants for maintenance at this time.

Related to the unfunded pension liability ($1.5 million as of March 2019), SCFA makes full contributions to its current pension liability and has begun to budget funds towards payment of the unfunded portion. Unfortunately, these efforts fall short of what is required to fully address the liability. SCFA's Board of Directors is exploring establishing a 20 to 30-year payment /investment strategy that would fully address the current unfunded pension liability.

The County Administrator's Office is awaiting the final audited financial numbers for calendar year 2018 and is utilizing projected Budget figures for CY2019 provided by SCFA.

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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 Sections 6051.2 6201.2) and are allocated yearly to County operated Health and Social Services.

2011 REALIGNMENT FUNDS - 2011 Realignment is funded with a dedicated portion of California State sales tax revenue and Vehicle License Fees (VLF) to support counties, local public safety programs and through the Local Revenue Fund 2011 (Fund) for counties to receive the revenues and appropriate funding for 2011 Public Safety Realignment. (R&T Code Sections 6051.15 and 6201.15). ABX1 16 realigned the California Department of Social Services' (CDSS) funding for Adoption Services, Foster Care, Child Welfare Services, Child Abuse Prevention, Intervention and Treatment (CAPIT), Transitional Housing Program Plus (THP Plus), Independent Living Program (ILP), Adult Protective Services (APS), and State Family Preservation (SFP) programs from the State to local governments and redirected specified tax revenues to fund this effort. The impact of this funding mechanism is the County is responsible for 100% of the non-federal share of costs in realigned programs.

A87 – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures. Also referred to as Administrative Overhead.

AAB – Assessment Appeals Board.

AB – Assembly Bill.

AB 109 PUBLIC SAFETY REALIGNMENT (AB 109) – Effective October 1, 2011, and a component of 2011 Realignment, this new California law realigns sentenced low-level offenders, adult parolees, and juvenile offenders to local County jails instead of State prisons. Each County is required to form a local Community Corrections Partnership (CCP) to implement this law. It is California's solution for reducing the number of inmates in the State's 33 prisons to 137.5 percent of design capacity by June 27, 2013.

AB 1810 – Signed by the Governor on June 27, 2018, included a component known as Mental Health Diversion, allows those charged with certain criminal offenses (excluding certain violent crimes) and have a verifiable mental disorder (with exceptions) to be diverted into a mental health treatment program rather than being incarcerated if the mental disorder played a significant role in the commission of the charged offense. Diversion may last up to two years, and if successfully completed, charges may be dismissed at the end of the diversion program. Some funding for counties may be available through the State Department of Hospitals for the provision of services. The courts would be responsible for the cost of related reports for their use.

AB 233 – Known as the Lockyer-Isenberg Trial Court Funding Act of 1997, this omnibus bill transferred the responsibility for local trial courts from the counties to the State, established maintenance of effort payments by the counties to the State based on 1995/96 expenditures and established two task forces to advise the Legislature regarding future responsibility for trial court employees and facilities.

AB 403 CONTINUUM OF CARE REFORM (CCR) - Signed by the Governor on October 11, 2015 and implemented January 1, 2017, CCR is a broad legislative attempt to reform the child welfare system. AB 403 proposes to create local, community based therapeutic foster care homes as an alternative to long term placement for children and youth in and out of group home placement.

ABAG – Association of Bay Area Governments.

ABIS – Automated Biometric Identification Systems. Enables multiple forms of identification (e.g. fingerprints, facial recognition, iris scanning).

ABX1 26 - Bill approved by the Governor on June 28, 2011 which dissolved all redevelopment agencies (RDA) in California. RDAs were officially dissolved on February 1, 2012.

ACA – Affordable Care Act (or Federal Patient Protection and Affordable Care Act). Federal statute signed into law by President Barack Obama on March 23, 2010 which seeks to provide affordable health insurance for all US citizens and to reduce the growth in health care spending.

ACCOUNT – A classification of expenditure or revenue. Example: "Office Expense" is an account in "Services and Supplies."

ACCOUNTS PAYABLE – A short-term liability reflecting amounts owed private persons or organizations for goods or services received.

ACCOUNTS RECEIVABLE – An asset account reflecting amounts due from private persons or organizations for goods and services provided (excluding amounts due from other funds or other governments).

ACCRUAL BASIS – The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

ACCRUED EXPENSES – Expenses incurred but not paid.

ACCRUED REVENUE – Revenues earned but not received.

ACO – Accumulated Capital Outlay.

ACTIVITY – A specific line of work performed to accomplish a function for which a governmental unit is responsible. Example: "Protective Inspection" is an activity performed in the "Public Protection" function.

ADSEP – Administrative Segregation, or Administrative Separation. AdSep inmates are those who are likely to promote criminal behavior, including escape or assault, or are likely to need protection from other inmates (e.g. gang members). AdSep inmates are housed alone in a double-occupancy rated cell, thereby limiting available inmate housing.

AD VALOREM TAX – A tax based on value (i.e., a property tax).

ADA – Americans with Disabilities Act, federal legislation.

ADMINISTRATIVE OVERHEAD – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures. Also referred to as A87.

ADOPTED BUDGET – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve an Adopted Budget by October 2nd each year.

AGENCY FUND – A fund used to account for assets held by a government as an agent for individuals, private organizations or other governments, and/or other funds.

ALPR – Automated License Plate Reader.

AOC – Administrative Office of the Courts (Judicial Counsel).

APPROPRIATION – A legal authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

ARC - Approved Relative Caregiver (term used in Child Welfare Services) to represent relative care givers who receive cash and benefits for providing care for children who are ineligible to receive federal foster care benefits.

ARRA – American Reinvestment and Recovery Act.

ASSESSED VALUATION – A valuation set upon real estate or other property by the County or State Board of Equalization as a basis for levying taxes.

AUTHORIZED ALLOCATED POSITIONS – Positions included in the County's salary resolution and for which funding may or may not be provided in the budget.

BAIL REFORM – SB 10, the California Money Bail Reform Act of 2017, would eliminate money bail and instead rely on a pretrial assessment tool to determine if a felony defendant must be detained as a safety or flight risk, or released back into the community pending trial. Persons charged with a misdemeanor would be booked and released within 12 hours without a pre-trial assessment. The bill would require the courts to establish pretrial assessment services and would authorize the services to be performed by court employees or through a contract with a local public agency. SB 10 passed the legislature and was signed into law, but an opposition referendum has made the issue eligible for the 2020 ballot to determine whether the law will be upheld.

BALANCE SHEET – The financial statement disclosing the assets, liabilities and fund equity or net assets of an entity at a specified date in conformity with Generally Accepted Accounting Principles (GAAP).

BASIS OF ACCOUNTING – A term used to refer to when revenues, expenditures, expenses, and transfers—and the related assets and liabilities—are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the modified accrual or the accrual basis.

BCDC – Bay Conservation and Development Commission.

BDCP – Bay Delta Conservation Plan.

BOE – (State) Board of Equalization.

BOS – Board of Supervisors.

BSCC – Board of State Community Corrections.

BUDGET – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. A budget usually is a financial plan for a single fiscal year.

BUDGET UNIT (BU) – The classification of the budget expenditure requirements into appropriate, identified or organizational units deemed necessary or desirable for control and information related to a particular financial operation or program.

BUDGETARY CONTROL – The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

BUDGETED POSITIONS – The number of full-time equivalent positions to be funded in the budget. Budgeted positions should not be confused with "authorized" or

"allocated" positions, which are positions that may or may not be funded in the budget.

CAC – County Administration Center in downtown Fairfield.

CALFRESH – a nutrition program to help households purchase healthy foods, previously known as the Food Stamp Program in California. It is the federal Supplemental Nutrition Assistance Program (SNAP), funded through the U.S. Department of Agriculture (USDA).

CALFRESH ADMINISTRATION MATCH WAIVER – From FY2010/11 through FY2014/15, allowed counties to draw down a portion of their State General Fund and federal CalFresh Administration allocation without a match of County funds, as long as the County met its required CalWORKs/CalFresh Maintenance of Effort in the CalFresh Program. The program was phased out over a 3-year period ending FY2017/18.

Cal-MMET – California Multi-Jurisdictional Methamphetamine Enforcement Team.

CALOES – California Governor's Office of Emergency Services. The Office is responsible for the coordination of overall State agency response to disasters and for assuring the State's readiness to respond to and recover from all hazards. Also assists local governments in their emergency preparedness, response, recovery and mitigation.

CAL-OSHA – California - Occupational Safety and Health Administration.

CALWIN – CalWORKs Informational Network case management system.

CALWORKS – California Work Opportunities and Responsibility to Kids public assistance program that provides cash and services to eligible families that have children in the home. The program is California's name for the federal Temporary Assistance to Needy Families (TANF) program.

CAPITAL EXPENDITURES – Expenditures resulting in the acquisition of or addition to the government's general fixed assets.

CAPITAL PROJECT FUND – A governmental fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and Trust Funds).

CASA – Court-Appointed Special Advocates.

CASH BASIS – A basis of accounting under which transactions are recognized when cash is received or disbursed.

CASH FLOW – Cash available from net collections available for expenditure payments at any given point.

CCP – 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.

CCSA – Consolidated County Service Area.

CDBG – Community Development Block Grant.

CDCR – California Department of Corrections and Rehabilitation: The State agency that operates all State adult prisons and juvenile facilities, oversees a variety of community correctional facilities and other important correctional facility responsibilities, and supervises all adult and juvenile parolees during their reentry into society.

CDFA – California Department of Food and Agriculture.

CDP – Central Data Processing.

CENTRAL SERVICE COSTS – Central administrative and overhead costs allocated back to departments through the Administrative Overhead Cost Plan.

CEQA – California Environmental Quality Act.

CGC – California Government Code.

CGF – County General Fund.

CJIS – Criminal Justice Information System.

CLETS – California Law Enforcement Telecommunications System.

CMIPS – Case Management Information and Payrolling System.

CMSP – County Medical Services Program.

COLA – Cost-of-living adjustment.

CSEC – Commercially Sexually Exploited Children. Program to serve youth who are victims or at risk of commercial sexual exploitation.

CONTINGENCY – An amount of specified appropriations of a fund, appropriated for unforeseen expenditure requirements.

CONTRACTED SERVICES – Expenditures for services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

COORDINATED CARE INITIATIVE (CCI) – A joint State-federal demonstration project implemented beginning in FY2012/13 and designed to improve the coordination of healthcare and long-term services and supports, and reduce the overall costs, of providing care for seniors and persons with disabilities. (Discontinued in FY2017/18)

COP – Certificates of Participation. Certificates issued for the financing of capital assets. COPs represent undivided interests in the rental payments under a tax-exempt lease.

CORE PRACTICE MODEL – Identifies specific required components that support the standards and expectations for practice behaviors by child welfare and mental health staff.

COPPS – Community Oriented Policing and Problem Solving.

COPS – Community Oriented Policing Services.

CORTAC PAYMENT – County Reciprocal Tax Accounting. This program allows lenders or other entities to make bulk payment of real property taxes, through wire transfer to the County's bank, on behalf of the real property owners who are assessed property tax by the County.

COST ACCOUNTING – The method of accounting that provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work or a specific job.

COUNTY EXPENSE CLAIM (CEC) – Vehicle used by counties to obtain State and federal reimbursements for costs incurred in administering mandated social services programs.

CPC - Center for Positive Change. Solano County's day reporting centers were renamed the "Centers for Positive Change" for Reentry/Training under Probation.

CPS – Child Protective Services.

CSAC – California State Association of Counties.

CSAC-EIA – California State Association of Counties – Excess Insurance Authority.

CTO – Compensatory Time Off.

CURRENT LIABILITIES – Liabilities that are payable within one year.

CURRENT RESOURCES – Resources of a governmental unit that are available to meet expenditures of the current fiscal year.

CVP – Central Valley Project.

CWS – Child Welfare System.

DA – District Attorney.

DCC - Delta Counties Coalition. A coalition of 5 counties working together to preserve and protect their interests in the Delta. The participating counties include Solano, Contra Costa, Sacramento, San Joaquin and Yolo.

DCSS – Department of Child Support Services. (County)

DEBT SERVICE FUND – A fund established to account for the accumulation of resources for the payment of interest and principal for general long-term debt.

DEFEASANCE – The legal release of a debtor from being the primary obligor under the debt, either by the courts or by the creditor. Also referred to as a legal defeasance.

DEFERRED REVENUE – Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

DEFICIT – (a) The excess of the liabilities of a fund over its assets. (b) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

DELINQUENT TAXES – Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached.

DESIGNATION – For government fund types, a segregation of a portion of the unreserved Fund Balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement, financing receivables, etc.

DOIT – Department of Information Technology (County).

DOJ – Department of Justice.

DPA – Delta Protection Agency.

DRC – Day Reporting Center.

DUE TO OTHER AGENCIES – A short-term liability account reflecting amounts owed by the County to an outside government agency for goods or services provided.

DUID – Driving under the influence of drugs.

EARMARKED FUNDS – Revenues designated by statute or Constitution for a specific purpose.

EHR – Electronic Health Record.

EIR/S – Environmental Impact Report/Statement.

EMPLOYEE BENEFITS – Amounts paid on behalf of employees by employers in addition to salary. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation, dental and vision and unemployment insurance premiums.

EMSA – Emergency Medical Services Authority.

ENCUMBRANCE – An obligation in the form of a purchase order, contract, or other commitment related to unperformed contracts for goods and services.

ENTERPRISE FUND – A fund established to account for operations financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (i.e., Airport)

EPSDT – Early Periodic Screening Diagnosis and Treatment.

ERAF – Education Revenue Augmentation Fund established by the State of California in FY1992/93. This Fund was established to require distribution of property tax funds that were shifted from cities, special districts and the County to offset cuts in State revenues to schools.

ERI – Early Retirement Incentive.

EXPENDITURE – Decrease in net financial resources under the current financial resources measurement focus not properly classified as *other financing uses*.

EXPENSES – Outflows or other depletion of assets or incurrence of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

EXTRA-HELP POSITION – A non-regular, temporary position created to meet a peak workload or other unusual work situation; can include seasonal or recurrent intermittent employment.

FAMCICLOVAR - A medication used for the treatment of upper respiratory infection in animals.

FEMA – Federal Emergency Management Agency.

FICA – Federal Insurance Contributions Act. Federal law that requires three separate taxes be held from employee wages and matched by the employer: Social Security tax, Medicare tax, and a Medicare surtax (if applicable).

FINAL BUDGET – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2nd each year.

FISCAL YEAR – A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

FIXED ASSETS – A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of $5,000.

FQHC – Federally Qualified Health Centers. Community based health care providers that receive funds from the federal Health Resources and Service Administration to provide primary care in underserved areas.

FRC – Family Resource Center.

FTE – Full-Time Equivalent position. A full- or part-time position converted to a decimal equivalent of a full-time position based on 2,080 hours per year (a 40-hour week). For example, an extra-help laborer working for four months or 690 hours would be equivalent to 0.33 of a full-time position (FTE).

FUNCTION – A group of related activities aimed at accomplishing a major service for which a governmental unit is responsible. These designations are specified by the State Controller. Example: "Public Protection" is a function.

FUND – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE – The excess of assets of a fund over its liabilities reported in a governmental fund. A portion of this balance may be available to finance the succeeding year's budget.

FUND EQUITY – The net difference of assets over liabilities.

FUND TYPE – Any one of eleven categories into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue fund, debt service funds, capital project funds and permanent funds. Proprietary fund types include enterprise funds and internal services fund. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds and agency funds.

FWPF – Fish and Wildlife Propagation Fund.

FY – fiscal year.

GA – General Assistance. Social Service program funded entirely by counties, which provides cash assistance, generally to childless adults.

GAAP – Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. These govern the form and content of the financial statement of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general applications, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP for State and local governments is the GASB.

GANN LIMIT – Refers to the Gann Initiative (Proposition 4 on the November 1979 ballot), which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies. Limit is generally prior year appropriations factored by Consumer Price Index (CPI) and population changes.

GASB – Governmental Accounting Standard Board. The authoritative accounting and financial reporting standard-setting body for government entities.

GASB 34 – The GASB issued statement No. 34 changing the framework of financial reporting for State and local governments.

GASB 54 – The GASB issued statement No. 54 to enhance how Fund Balance information is reported and improve its decision-usefulness.

GENERAL FUND CONTRIBUTION – A contribution from General Fund revenue to other operating budgets.

GENERAL FUND REVENUE – Non-specific program revenues, which include such items as property taxes, sales tax, interest earnings, vehicle license fees, etc. These are revenues not specified or dedicated to a particular program but may be allocated at the discretion of the Board of Supervisors.

GENERAL RESERVE – An equity restriction within a fund which is legally or contractually constrained for use only during the budget process or in the event of national emergency.

GIS – Geographical Information System.

GSA – Groundwater Sustainability Agency.

GSP – Groundwater Sustainability Plan.

GTEAP – Grants to Encourage Arrest Policies.

H&SS – Health and Social Services.

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) – Passed by Congress in 1996, HIPPA provides the ability to transfer and continue health insurance coverage in the event of a loss of job or a job change; reduces health care fraud and abuse; mandates industry standards for health care information on electronic billing and other processes; and requires the protection and confidential handling of protected health information.

HIE – Health Information Exchange.

HUD – Housing and Urban Development.

IFAS – Integrated Fund Accounting System.

IGT – Intergovernmental Transfers.

IHSS – In-Home Supportive Services. IHSS provides services to eligible elderly and disabled persons who are unable to remain safely in their own homes without assistance. IHSS is funded through federal and State 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.

INTERNAL CONTROL STRUCTURE – Policies and procedures established to provide reasonable assurance that specific government objectives will be achieved.

INTERNAL SERVICE FUND – A fund used to account for the financing of goods or services provided by one department or agency to another department or agency of a government on a cost reimbursement basis. (i.e., Fleet, Data Processing, Risk Management)

JAIL BASED COMPETENCY TREATMENT (JBCT) – Felony defendants who have been declared Incompetent to Stand Trial (IST) typically wait in jail for an opening at a State Hospital to receive treatment to restore competency to stand trial. Because the wait for an opening at a State

Hospital is lengthy, the California Department of State Hospitals (DSH) implemented a program in partnership with county jails where the defendant may receive treatment to restore competency while in jail and prevent unnecessary delays in going to trial. The Sheriff's Office, in partnership with its mental health service provider, entered into a contract with DSH in February 2019 to provide treatment to up to 12 defendants at a time.

JDF – Juvenile Detention Facility. Administered by the County's Probation Department, the facility houses youth charged with serious crimes who otherwise cannot be safely released to the community and are likely to flee the jurisdiction of the Court.

JJCPA – Juvenile Justice Crime Prevention Act.

JPA – Joint Powers Authority.

JUVENILE DAY REPORTING CENTER – Centralized location, currently at Sullivan Interagency Youth Services Center, where youth who were convicted of a crime but do not reach a level requiring detention, as well as their families, may receive treatment services to discourage recidivism.

KATIE A. SETTLEMENT – Settlement agreement approved by the Federal District Court on December 2, 2011 outlining the provision of intensive mental health services to the Katie A. subclass broadly defined as youth and their families who have significant needs and by receiving intensive care coordination and intensive home-based services in their own home, family setting or the most homelike setting, will be most likely to improve their safety, permanence and well-being.

LAFCO – Local Agency Formation Commission. LAFCo is a State-mandated independent entity responsible for the formation and modification of the boundaries of local agencies. The Commission is tasked to observe these basic statutory purposes: (a) the promotion of orderly development; (b) the discouragement of urban sprawl; (c) the preservation of open-space and prime agricultural lands; and (d) the extension of governmental services.

LLEBG – Local Law Enforcement Block Grant.

LT – Limited Term position. A full- or part-time position that has a specified term of employment. At the end of the term, the position is eliminated from the Position Allocation Listing.

MAA – Medi-Cal Administrative Activities. A program where participating local governmental agencies are eligible to receive federal reimbursement for the cost of performing activities that directly support efforts to identify and enroll potential eligible individuals into Medi-Cal.

MAINTENANCE OF EFFORT (MOE) – A federal and/or State requirement that the County provide a certain level of financial support for a program from local tax revenues. The amount of support is referred to as the Maintenance of Effort (MOE) level.

MANDATED PROGRAMS – Mandated programs are those programs and services that the County is required to provide by specific State and/or federal law or by court order.

MATCH – Refers to a cost sharing ratio for a State or federal program that requires a County General Fund Contribution of a certain amount or percentage to qualify.

MAY REVISE – The California Governor submits the Governor's Budget to the Legislature in January, it is revised in May/June, and the fiscal year begins July 1.

MEHK – Microenterprise Home Kitchen.

MFG – Maximum Family Grant. For purposes of defining CalWORKs aid payments the number of needy persons in a family is not to include any child born into a family that has received cash aid continuously for 10 months immediately prior to the child's birth. Discontinued effect January 1, 2017 with the enactment of AB 1603.

MEDI-CAL – Medi-Cal, California's Medicaid program, is a federal-State cooperative medical care financing program for low-income elderly, disabled, children and families.

MHSA – Mental Health Services Act. (See Proposition 63)

MIOCR – Mentally Ill Offender and Crime Reduction Act. Passed in 2004, this provides federal funds that enable the County to respond to the issues of services, treatment, and recidivism reduction for the justice-involved mentally ill.

MISOC – Management Information Services Oversight Committee.

MISSION STATEMENT – A succinct description of the scope and purpose of a County department.

MODIFIED ACCRUAL BASIS OF ACCOUNTING – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due. Measurable, relates to the amount being determinable. Available, indicates it will be received within 90 days of the fiscal year.

MOU – Memorandum of Understanding. A legal document between the Board of Supervisors and an employee

organization (union) that outlines agreements reached regarding wages, hours and working conditions for a specific group of County employees.

MSA – Master Settlement Agreement for tobacco health impacts.

NACO – National Association of Counties.

NEPA – National Environmental Protection Act.

NET COUNTY COST – The difference between budgeted appropriations and departmental revenues for General Fund budgets. Local tax revenues fund the difference.

NHA – National Heritage Area.

NON-NON-NON – Term referred to in AB 109 as non-violent, non-serious, and non-sex offenders. Under AB 109, these inmates will serve their sentence in County jails instead of State prisons. Upon release from prison, counties are responsible for post-release supervision.

OBJECT OF EXPENDITURE – A major category of appropriation. Example: "Salaries and Employee Benefits" and "Services and Supplies."

OES – Office of Emergency Services.

OFFICIAL STATEMENT – A document published by a governmental entity planning to issue bonds that provides information on the proposed bond issue, the purpose of the issue, and the means of servicing indebtedness, as well as other information about the issuer that may be helpful in evaluating credit worthiness.

OFVP – Office of Family Violence Prevention.

OPEB – Other Post-Employment Benefits.

OTHER CHARGES – A category of appropriations for payment to an agency, institution or person outside the County Government and includes principal and interest payments for debt service.

OTHER FINANCING SOURCES – A category of revenues, which include long-term debt proceeds, proceeds from the sale of general fixed assets, and Operating Transfers-In. Such amounts are classified separately from revenues on the governmental statement of revenues, expenditures and changes in Fund Balance.

OTHER FINANCING USES – A category of appropriations, which include fund Operating Transfers-Out and the amount of refunding bond proceeds deposited with the escrow agent. Such amounts are classified separately from expenditures on the governmental statement of revenues, expenditures and changes in Fund Balance.

OTS - Office and Traffic Safety (OTS).

PARS – Public Agency Retirement Services.

PC – Penal Code. The California Penal Code contains statutes that define criminal offenses and specify corresponding punishments along with criminal justice system mandates and procedures.

PERS – Public Employees Retirement System.

PFF – Public Facilities Fees.

POB – Pension Obligation Bonds.

POST – Police Officer Standards and Training.

PPS - Prospective Payment System (PPS).

PRCS – Post-Release Community Supervision. (See NON-NON-NON) PC Section 3450 provides that California Department of Corrections and Rehabilitation (CDCR) continues to have jurisdiction over all offenders who are on State parole prior to the implementation date of AB 109, October 1, 2011. After this date, county-level supervision for offenders upon release from prison will include current non-violent, current non-serious (irrespective of prior offenses), and some sex offenders.

PREA – Federal Prison Rape Elimination Act. Passed in 2003, drives all California Department of Corrections and Rehabilitation efforts to combat sexual abuse and sexual misconduct within detention facilities.

PROGRAM REVENUE – Revenue that is derived from and dedicated to specific program operations.

PROPOSED BUDGET – The working document for the fiscal year under discussion.

PROPOSITION 1A (PROP 1A) – Passed by the voters on November 2006, this measure amended the California constitution to limit the conditions under which the transfer of gasoline sales tax revenues from transportation costs to other uses may be allowed. Suspensions would be treated as loans to the General Fund which must be repaid in full, including interest, and suspensions would not be allowed more than twice every ten years. Additionally, all prior suspensions would need to be paid off before another suspension could be put into effect.

PROPOSITION 8 (PROP 8) – Passed by voters in 1978, this constitutional amendment to Article XIII A allows for a temporary reduction in assessed value when real property suffers a decline in value. A decline in value occurs when the *current market* value of real property is less than the *current assessed* (taxable) factored base year value as of

the lien date, January 1. Proposition 8 is codified by section 51(a)(2) of the Revenue and Taxation Code.

In the past few years, the Solano County Assessor has been assessing a number of real properties under their "Prop 8 value".

PROPOSITION 10 (PROP 10) – Passed by the voters on November 3, 1998, this measure imposed a 50-cent per pack excise tax on cigarettes and a specified excise tax on other types of tobacco products. Revenues generated were placed in a new special fund – the Children and Families First Trust Fund – to be used to fund early childhood development programs and to offset revenue losses to Proposition 99.

PROPOSITION 12 (PROP 12) – Passed by the voters in March 2000, this measure gave the State authority to issue $2.1 billion in bonds to fund watershed protection, water quality improvement, wildlife habitat conservation, preservation of open space and farmland threatened by unplanned development, and to repair and improve the safety of State and neighborhood parks.

PROPOSITION 13 (PROP 13) – A tax limitation initiative approved by the voters in 1978. This measure provides for: (a) a one (1) percent tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness; (b) assessment restrictions establishing 1975 level values for all property with allowable increase of 2% annually and reappraisal to current value upon change in ownership and new construction; (c) a two-thirds vote requirement to increase State taxes; and (d) a two-thirds vote of the electorate for local agencies to impose "special taxes."

PROPOSITION 30 (PROP 30) – The Schools and Local Public Safety Act of 2012, added Article XIII Section 36 to the California Constitution. Passed by the voters on November 6, 2012, this measure increases taxes on earnings over $250,000 for seven years and sales taxes by ¼ cent for four years, to fund schools and guarantees public safety realignment funding.

PROPOSITION 36 (PROP 36) – Passed by the voters on November 7, 2000, this measure changed State law so that certain adult offenders who use or possess illegal drugs would receive drug treatment and supervision in the community, rather than being sent to prison or jail. The measure also provides State funds to counties to operate drug treatment programs.

PROPOSITION 40 (PROP 40) – Passed by the voters in March 2002, this measure provided for a $2.6 billion bond for natural resource conservation, parks and historical and cultural resources.

PROPOSITION 42 (PROP 42) – Passed by the voters in March 2002, requires the State sales tax on gasoline (18 cents per gallon) be spent for transportation purposes only. Prop 42 contains provisions that allow the money to be diverted to other purposes under certain limited circumstances, such as State fiscal difficulties. Those provisions were tightened by Prop 1A in November 2006.

PROPOSITION 47 (PROP 47) – Passed by the voters in November 2014, reduces penalties for current offenders convicted of nonserious and nonviolent property and drug crimes.

PROPOSITION 56 (PROP 56) – Passed by the voters on November 8, 2016, increased cigarette tax by $2.00 per pack effective April 1, 2017 with equivalent increases on other tobacco products and electronic cigarettes containing nicotine.

PROPOSITION 63 (PROP 63) – Passed by the voters in November 2004, established a State personal income tax surcharge of 1% on taxpayers with annual taxable incomes of more than $1 million. Funds resulting from the surcharge would be used to expand County Mental Health programs (also known as Mental Health Services Act or MHSA).

PROPOSITION 64 (PROP 64) – Passed by the voters on November 8, 2016, the measure legalized marijuana for adults 21 and older.

PROPOSITION 99 (PROP 99) – Added Article XIIIB Section 12 to the California Constitution. Passed by the voters in November 1988, this measure established a 25-cent surtax per package of cigarettes and equivalent amount on all other tobacco products sold in California. Revenues provide funding for health, health education, research and other programs.

PROPOSITION 172 (PROP 172) – Passed in November 1993, this measure established a one-half cent sales tax whose proceeds are used to fund eligible public safety activities.

PROPOSITION 218 (PROP 218) – Passed by the voters in November 1996, this measure constrained local governments' ability to impose fees, assessments and taxes through the imposition or specific criteria and requirements. All new taxes, fees and assessments require a two-thirds vote.

PTAF – Property Tax Administration Fee.

PY – Program Year.

RDA – Redevelopment Agencies.

REAL PROPERTY – Land and the structures attached to it.

RECIDIVISM - Relapse into criminal behavior.

RECOMMENDED BUDGET – The working document for the fiscal year under discussion.

RE-ENTRY – the act of transitioning parolees or probationer back into the society.

REGULAR POSITION – Any permanent position in the County's classification system approved and funded by the Board of Supervisors.

REIMBURSEMENT – Payment received for services/supplies expended on behalf of another institution, agency or person.

RESERVE – An account used to set aside and maintain a portion of fund equity, which is legally or contractually restricted for future use or not available for expenditure.

REVENUE – Money received to finance ongoing County services. Examples are property taxes, sales taxes, fees, and State and federal grants.

RFMP – Regional Flood Management Plan.

RFP – Request for Proposals.

RMRA – Road Maintenance and Rehabilitation Account.

RNVWD – Rural North Vacaville Water District.

ROV – Registrar of Voters.

RULE 810 – Refers to Rules promulgated by the Administrative Office of the Court, which defines expenditures eligible for funding local courts through the Trial Court Budget Commission.

SACPA – Substance Abuse and Crime Prevention Act of 2000.

SAFE – Sexual Assault Felony Enforcement (Team).

SALARIES AND EMPLOYEE BENEFITS – An object (category) of expenditure, which establishes all expenditures for employee-related costs.

SALARY SAVINGS – The dollar amount of salaries expected to be saved due to vacancies and turnover of employees.

SAMHSA – Substance Abuse and Mental Health Services Administration.

SART – Sexual Assault Response Team. An organized group of professionals who help victims of sexual assault to navigate the complexities of medical, emotional, and legal issues along with the associated procedures.

SB – Senate Bill.

SB 1, THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 – Signed into law on April 28, 2017. This legislative package proposes to invest $54 billion over the next decade to fix roads, freeways and bridges in communities across California and puts more dollars toward transit and safety. These funds will be split equally between State and local investments.

SB 2, THE BUILDING HOMES AND JOBS ACT – Signed into law by Governor Jerry Brown on September 29, 2017 and effective January 1, 2018. It creates a $75 fee on certain real estate transaction documents when they are recorded, capped at $225 per transaction. The fee does not apply to sales of residential and commercial properties but instead to other transactions like mortgage refinancing and county fixture filings.

SB 1022/ROURK VOCATIONAL TRAINING CENTER – Passed on June 27, 2012, this provided up to $500 million in lease revenue bond financing for the Adult Local Criminal Justice Facilities Construction Program to acquire, design, and construct adult local criminal justice facilities. On January 29, 2019, the County dedicated its new SB 1022-funded facility the Rourk Vocational Training Center.

SB 1437 – Effective January 2019, this law amended Penal Code 1170.95 by creating a process by which an inmate convicted of accomplice liability for felony murder under a theory of murder (did not commit or intend to commit the act) may petition to have their conviction vacated and re-sentenced. These petitions must be reviewed by the District Attorney and a response provided within 60 days and may require the Public Defender to provide legal assistance to the inmate. It also prohibits new murder charges under the theory of murder. By requiring the participation of district attorneys and public defenders in the resentencing process, this bill imposed a State-mandated local program.

SCHEDULE – A listing of financial data in a form and manner prescribed by the State Controller's Office.

SCHEDULE 1 – A summary of the financing sources and financing uses for all funds, including governmental-type funds (general, special revenue, capital projects, and debt service) as well as enterprise, internal service, special districts and other agencies governed by the Board of Supervisors. Independent special districts are excluded from this schedule.

SCHEDULE 2 – A summary of financing sources and financing uses of only County Governmental funds consisting of general, special revenue, capital projects, and debt service funds. Fiduciary, enterprise, internal service funds, special districts and other agencies are excluded from Schedule 2.

SCHEDULE 3 – Presents various components of actual or estimated Fund Balance. Encumbrances, nonspendable, restricted, committed and assigned Fund Balances are subtracted from actual or estimated total Fund Balance to determine the amount of Fund Balance that is available as of June 30 of the preceding budget year, and therefore available for budgetary requirements.

SCHEDULE 4 – Presents all amounts reserved or designated and unavailable for financing budgetary requirements in the budget year.

SCHEDULE 5 – Consists of two sections. The first section summarizes the additional financing sources by revenue category for the governmental funds, as defined in Chapter 6 of the "Accounting Standards and Procedures for Counties." The second section summarizes the additional financing sources by fund within the governmental funds. The totals of the summarization by source must agree with the totals of the summarization by fund.

SCHEDULE 6 – Presents additional financing sources for each governmental fund in accordance with the Chart of Accounts as prescribed in Chapter 7 of the "Accounting Standards and Procedures for Counties."

SCHEDULE 7 – Consists of two sections. The first section summarizes the total financing uses by function, appropriations for contingencies and provisions for new or increased reserves and designations for the governmental funds, as defined in Chapter 7 of the "Accounting Standards and Procedures for Counties." The second section summarizes the financing uses by fund.

SCHEDULE 8 – A summary of financing uses by function, activity and budget unit for the governmental funds.

SCHEDULE 9 – Prepared to meet requirements for disclosing financing sources and uses as covered in Section 29006 of the Budget Act. All financing sources shall be classified by source, as defined in Chapter 7 of the "Accounting Standards and Procedures for Counties." All financing uses, including both specific and contingent by object category, are presented in this schedule. A separate schedule is required for each budget unit having activity within the County's governmental funds.

SCHEDULE 10 – Reflects all Internal Service Funds as defined in Chapter 13 of "Accounting Standards and Procedures for Counties." The schedule meets the requirement so Government Code (GC) §29141.

SCHEDULE 11 – Reflects all Enterprise funds as defined in Chapter 13 of "Accounting Standards and Procedures for Counties." The schedule meets the requirements of Government Code (GC) §29141.

SCHEDULE 12 – This is the counterpart of Schedule 2 of the County budget forms. The basic discussion of Schedule 2 applies to this schedule. This schedule is a summary of financing sources and financing uses of special districts whose affairs and finances are under the supervision and control of the Board of Supervisors as provided in Section 29002.

SCHEDULE 13 – Discloses the various components of actual or estimated Fund Balance. Encumbrances, nonspendable, restricted, committed, and assigned Fund Balances are subtracted from actual or estimated total Fund Balance to determine the amount of Fund Balance which is available as of June 30 of the preceding budget year, and therefore available for current budgetary requirements.

SCHEDULE 14 – Presents amounts reserved or designated and unavailable for financing budgetary requirements in the budget year.

SCHEDULE 15 – Discloses the financing sources and financing uses by object for each dependent special district and other agency whose affairs and finances are under the supervision and control of the Board of Supervisors as provided in Section 29002.

SCIPS – Solano County Integrated Property Systems. Provides information management systems and related services in a timely manner to those County departments responsible for the administration of property tax and the recording of official documents.

SCWA – Solano County Water Agency.

SDHS – State Department of Health Services.

SECURED ROLL – Assessed value of real property, such as land, buildings, secured personal property or anything permanently attached to land as determined by each County Assessor.

SECURED TAXES – Taxes levied on real properties in the County that can be "secured" by a lien on the properties.

SEMSC – Solano Emergency Medical Services Cooperative.

SERVICES AND SUPPLIES – An object (category) of expenditure that establishes expenditures for the operating expenses of County departments and programs.

SFCS – Solano Family and Children's Services. (See Proposition 10)

SFJC – Solano Family Justice Center. (See Solano Family Justice Center)

SGMA - Sustainable Groundwater Management Act.

SLESF – Supplemental Law Enforcement Services Fund. Funded by the State's Citizen's Option for Public Safety program.

SMSF – Suisun Marsh Specific Fund.

SOLANO EDC – Solano Economic Development Corporation.

SOLANO FAMILY JUSTICE CENTER – The Solano Family Justice Center (SFJC) is a service center for victims of domestic violence, sexual assault, child abuse and elder abuse. The SFJC is operated by the District Attorney's Office of Family Violence Prevention in collaboration with 27 different partnering agencies.

SOLNET – Solano Narcotics Enforcement Team.

SPECIAL DISTRICT – Independent unit of local government generally organized and funded through assessments to the beneficiaries of the district to perform a specific function(s) for a specific area. Examples are street lighting, waterworks and fire departments.

SPECIAL REVENUE FUND – A fund used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specified purposes.

SUBOBJECT – A detailed description by category of expenditure and revenue type with an object; also called an "account" or "line item." The specific names of most subobjects are designated by the State (i.e., "Small Tools and Instruments").

SUCCESSOR AGENCIES – Agencies responsible for winding down the affairs of the redevelopment agencies at the local level. Successor agencies manage redevelopment projects currently underway, make payments on enforceable obligations, and dispose of redevelopment assets and properties.

SUPPLEMENTAL TAX ROLL – The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when a change to the status of the property occurs, rather than once a year as was previously the case.

SWP – State Water Project.

SWRCB - State Water Resources Control Board.

TAFB – Travis Air Force Base.

TANF – Temporary Assistance for Needy Families. TANF was created to replace Aid to Families with Dependent Children (AFDC), Emergency Assistance (EA), and Job Opportunities and Basic Skills Training (JOBS). It provides a block grant to States to enable temporary assistance to needy families and creates new work requirements and time limits. In California, the program is known as CalWORKs.

TAX LEVY – Amount of tax dollars raised by the imposition of the property tax rate on the assessed valuation.

TAX RATE – The rate per one hundred dollars applied to the assessed valuation base necessary to produce the tax levy.

TAX RELIEF SUBVENTION – Funds ordinarily paid to compensate for taxes lost because of tax relief measures, such as homeowner's exemption.

TDA – Transportation Development Act.

TEA 21 – Transportation Equity Act for the 21st Century.

TEETER PLAN – A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes as they are collected.

TEMPORARY POSITION – See Extra-Help.

TRAN(S) – Tax Revenue Anticipation Notes. Notes or warrants issued in anticipation of collection of taxes, usually retireable only from tax collections and frequently only from the proceeds of the tax levy whose collection they anticipate.

TRIAL COURT FUNDING – The Trial Court Funding Act of 1997 effectively separated the budgetary and administrative function of the trial courts from the County and made the State responsible for funding trial court operations. The County's fiscal responsibility is limited to a Maintenance of Effort.

TRUST FUND – A fund used to account for assets held by a government in a trustee capacity.

UAAL – Unfunded Accrued Actuarial Liability.

UNALLOCATED REVENUES – Revenues that are for general purposes. Also known as discretionary, unrestricted or local-purpose revenues.

UNINCORPORATED AREA – The areas of the County outside city boundaries.

UNSECURED TAX – A tax on properties, such as office furniture, equipment, and boats, that are not secured by real property owned by the assessee.

USE TAX – A tax on goods purchased outside the State to prevent revenue loss from avoidance of sales taxes by means of out-of-state purchases. A use tax is also levied in

order to remove inequities between purchases made within and outside the State.

VBM – Vote-by-Mail.

VICTIM COMPENSATION BOARD - The California Victim Compensation Board (CalVCB) is a State program dedicated to providing reimbursement for many crime-related expenses to eligible victims who suffer physical injury or the threat of physical injury as a direct result of a violent crime. CalVCB funding comes from restitution paid by criminal offenders through fines, orders, penalty assessments and federal funds.

VITAL RECORD FEE – The County-established cost to file and/or receive a copy of a certificate of birth, death, or marriage that took place in the County.

VLF – Vehicle License Fees.

WDB – Workforce Development Board.

WIB – Workforce Investment Board.

WIOA – Workforce Investment and Opportunity Act.

WPR - Work Participation Rate.

YOBG – Youthful Offender Block Grant. Provided by the Board of State and Community Corrections, the funding is for counties to deliver custody and care (i.e., appropriate rehabilitative and supervisory services) to youthful offenders who previously would have been committed to the California Department of Corrections & Rehabilitation.

YSAQMD – Yolo-Solano Air Quality Management District.

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