



# SOLANO COUNTY

FY2023/24 Recommended Budget



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

- **Almonds**

Almonds remained the top grossing crop for the third year in a row in 2021 in Solano County, with an overall value of more than \$71 million dollars. Solano County farmers harvested more than 22,000 acres of almonds in 2021, an increase of more than 4,000 acres from the previous year - primarily due to the increase in the number of bearing acres becoming available. Almonds are shipped all over California and across the world for consumption, baking and the production of almond milk.

- **Nut Tree Airport**

The Nut Tree Airport, located in Vacaville along the Interstate 80 corridor, has long been referred to as California's legendary road stop. The Airport is perfectly located for travelers looking to visit the San Francisco Bay Area, Napa Valley, Sacramento and South Lake Tahoe. With humble beginnings, the Airport started out as a dirt strip in 1955 and has since grown to more than 286 acres. The Airport is home to 201 based aircraft, boasts 117 hangers, a 4,700-foot-long runway, and receives more than 102,000 aircraft operations per year. Learn more by visiting [FlyNutTree.com](http://FlyNutTree.com).

- **Water Resources**

The Solano Irrigation District's (SID) Vaughn Canal is one of several SID canals that service farms along the Dixon Ridge. The District delivers 'Solano Project' water, stored in Lake Berryessa and Lake Solano behind the Monticello and Putah Diversion dams, to local municipalities and agricultural users. Constructed in the 1950s, the two dams and the Putah South Canal comprise the primary Solano Project infrastructure. In 2021, the District delivered over 117,000-acre feet of water to nearly 36,500 acres of Solano County field, fruit and nut crops, helping sustain Solano County's thriving Agricultural industries.

- **Rockville Hills Regional Park and Open Space**

Located in Fairfield, Rockville Hills Regional Park and Open Space is 633 acres of grasslands and oak woodlands known for its volcanic rocks, thin topsoil, grassland savannas and a dense mixed broadleaf forest. The park contains a biologically diverse habitat that provides shelter to a variety of wildlife that makes the park their home. In addition to its natural beauty, Rockville Hills is also a great place to go for a hike, walk your dog and go for a mountain bike ride. With miles of beautiful scenery, the park is the perfect place to reconnect with nature - right in your own backyard.

# From the County Administrator

May 26, 2023

Dear Members of the Board of Supervisors:

I am pleased to present to the Board of Supervisors the FY2023/24 Recommended Budget. The proposed budget of \$1,527,418,572 for the County's Governmental Funds represents an increase of \$165,354,312 or 12.1% compared to the FY2022/23 Adopted Budget. The Recommended Budget is balanced, although not structurally, and relies on federal, State, and local revenues, the use of fund balances and draws from reserves. The budget recommendations address the Board's budget priorities, federal and State mandates, and are consistent with the County's fiscally prudent management policies.



The FY2023/24 Recommended Budget is supported by modest increases in sales and property taxes and various federal and State sources. After over a decade of generally positive economic conditions, inflationary pressures are impacting the County budget and the community. These pressures are reflected in the costs for fuel, construction and food costs, affordability of housing construction, and availability of materials and goods due to ongoing supply chain constraints. While it appears the worst of the COVID-19 pandemic and related impacts are behind us, it is evident that those most vulnerable to its negative impacts continue to struggle, placing additional strain on the County's safety net programs in Health & Social Services.

Overall, the Recommended Budget includes minimal changes to allocated positions, including the addition of a net 4.0 FTE positions, which includes positions previously approved by the Board effective July 1, 2023 and expiring limited-term positions. This budget proposal results in a County workforce of 3,238.33 allocated positions. Additional details regarding position changes are included in the Permanent Position Summary and the respective department sections. We will continue to evaluate departmental position needs and recommend changes as resources allow in order to adapt to service demand, comply with federal and State mandates, and advance Board priorities.

The budget includes strategic investments in the community, including funding for County facility space reconfiguration, re-roofing, re-painting, and improvements at County parks. It also includes funding to support improvements to some of our Veterans Memorial Buildings and dedicated funding towards addressing improvements in the public safety radio network and for the purchase and development of a new Early Learning Center in Vallejo.

This past year was full of achievements. The County went "live" on a new property tax system, the County Assessment and Taxation System (CATS), which is a more integrated and efficient system. We completed labor negotiations with all collective bargaining units and executed new three-year agreements. We launched the redesign of the County website project to make it a trusted destination for Solano County information and services. The Board approved zoning text amendments addressing short-term vacation rentals and wind energy generation facilities. The Board opened the doors of a new 12,500 square-foot mental health residential treatment facility at the County's Health and Social Services campus in Fairfield. These accomplishments demonstrate the high-quality work of our dedicated staff and excellent collaboration across many County departments.

We also persevered through two local emergency declarations as we transitioned rather abruptly from drought to flooding. The 2023 series of atmospheric river storm events that impacted the county along with the rest of California caused road slips, mudslides, and storm debris. While staff worked hard to repair and clean-up the storms' aftermath, other efforts included evaluating how to reduce flood risks in the future. This included working with the cities, State, non-profits, and Caltrans, as well as working with State and federal lawmakers to encourage legislation that mitigates impacts of natural disasters and allows the County to swiftly and effectively respond to emergency situations.



# County of Solano

## Recommended Budget

We advanced our wildfire prevention and suppression efforts by engaging with local fire agencies and community groups and pursued and received grants from CAL FIRE and the California Fire Safe Council. As a result, we formed the Solano Fire Safe Council, and are finalizing the Community Wildfire Protection Plan, completed evacuation planning efforts, and hired a County wildfire coordinator. We look forward to exploring ways to support the local fire protection districts, including inspection efforts, and supporting fuels reduction efforts. County staff is working with waste haulers to schedule an annual biomass fuel materials collection in advance of fire season. Finally, we sponsored our first community event to educate residents on fire prevention.

After two years of community engagement and careful consideration, the Board completed allocation of \$86,949,405 in one-time funding received under the American Rescue Plan Act (ARPA) from the U.S. Department of Treasury. This funding was strategically invested in more than 50 projects within the community that promote and expand access to affordable housing, access to high-speed internet, expand childcare, water infrastructure improvements, temporary housing for the unhoused, and increase services that support our most vulnerable populations. The implementation of Board-approved ARPA projects will continue in FY2023/24.

We continue to monitor how State and federal actions may affect the County. The State continues to implement components of CalAIM which includes major reforms to the Medi-Cal system. Specific to behavioral health services, the changes include payment reform, which is scheduled for full implementation in July 2023, and will significantly change Medi-Cal reimbursement rates, billing, and operational and contractual obligations. We remain concerned about the fiscal impacts on Medi-Cal reimbursement after implementation. Details from the State are forthcoming, and staff will continue to review and provide updates to the Board throughout the fiscal year. Also included under CalAIM is a potential transfer of current Kaiser behavioral health clients to County Behavioral Health. This transfer could increase costs by as much as \$16.8 million or more and will grow over time. The County continues to have dialogue with the State on how this transition can be handled to ensure responsible client care and funding to the County for the costs of these services.

Finally, I would like to call attention to the dedicated, hard-working County staff throughout the organization who prepared this document. It represents an organization-wide effort from the front lines of each department to the team in the CAO's office who have put in many extra hours to ensure the budget document is accurate, comprehensive and completed on-time. I also would like to express my deepest gratitude to the employees of the organization for their commitment to delivering the best possible service to our residents and meeting the needs of the community each and every day.

The range of services enabled by this budget is truly impressive and essential to ongoing efforts to make Solano County a great place to live, learn, work and play.

Respectfully submitted,



Bill Emlen  
County Administrator

# Board of Supervisors



**Erin Hannigan**  
District 1



**Monica Brown**  
Vice-Chair  
District 2



**Wanda Williams**  
District 3



**John M. Vasquez**  
Chair  
District 4



**Mitch Mashburn**  
District 5

## **SOLANO COUNTY'S MISSION**

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

## **SOLANO COUNTY'S VISION**

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

## **CORE VALUES**

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

**Dignity:** Treat all persons with respect

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

**Accountability:** Take ownership, be fiscally responsible and results-driven

**Leadership:** Be personally responsible and a positive example for others

## **GOALS**

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

Ensure responsible and sustainable land use

Maintain a safe community

Invest in and for the future



# Budget Team & Department Head Listings

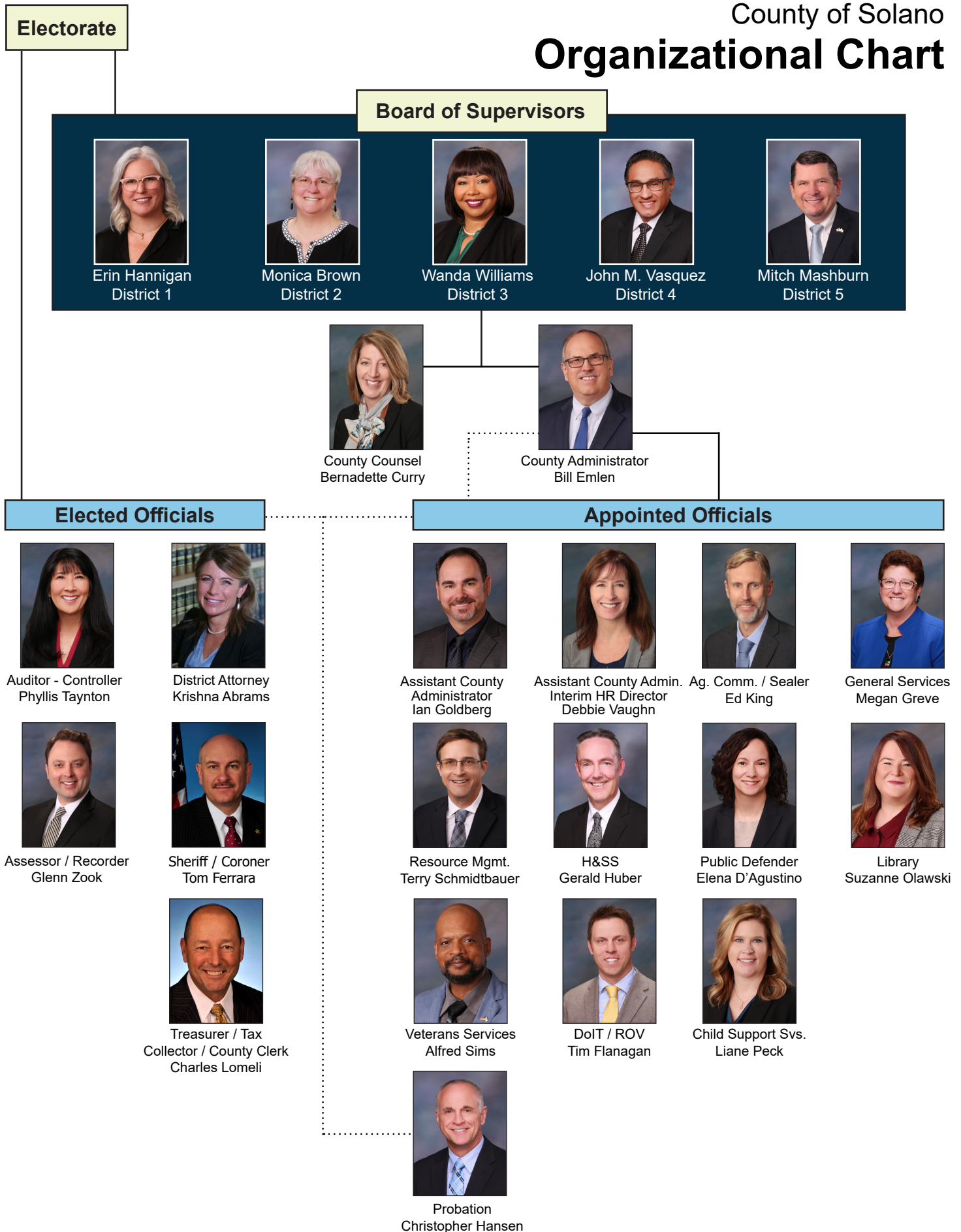
## Budget Team

County Administrator .....	Bill Emlen .....	784-6100
Assistant County Administrator.....	Ian Goldberg .....	784-6116
Assistant County Administrator / Interim Director of HR.....	Debbie Vaughn .....	784-6107
Budget Officer.....	Emily Combs.....	784-3002
Health & Social Services .....	Chris Rogers .....	784-6481
Housing / Special Projects.....	Anne Putney .....	784-6933
Law & Justice .....	Tami Lukens.....	784-6112
General Services / General Government .....	Magen Yambao.....	784-1969
Public Communications / Legislation / General Government .....	Matthew Davis .....	784-6111
Resource Management.....	Nancy Nelson .....	784-6113
American Rescue Plan Act / General Government .....	Megan Richards.....	784-6122
Budget Document Production.....	Melinda Sandy .....	784-6661
General Revenues & Property Taxation .....	Phyllis Taynton .....	784-6280
Indirect Cost .....	Sheila Turgo.....	784-2956
Budget Training .....	Ray Catapang.....	784-6942
Information Technology Support.....	Suman Nair .....	784-3488

## Department Head Listing

Agricultural Commissioner - Sealer of Weights & Measures.....	Ed King .....	784-1310
Assessor / Recorder .....	Glenn Zook .....	784-6200
Auditor - Controller .....	Phyllis Taynton.....	784-6280
Department of Information Technology / Registrar of Voters .....	Timothy Flanagan.....	784-6675
County Administrator .....	Bill Emlen.....	784-6100
County Counsel.....	Bernadette Curry .....	784-6140
Child Support Services .....	Liane Peck.....	784-3606
District Attorney .....	Krishna Abrams .....	784-6800
General Services .....	Megan Greve.....	784-7900
Health & Social Services .....	Gerald Huber .....	784-8400
Human Resources / Risk Management.....	Debbie Vaughn .....	784-6107
Library.....	Suzanne Olawski.....	784-1500
Probation .....	Christopher Hansen .....	784-7600
Public Defender - Alternate Public Defender .....	Elena D'Agustino .....	784-6700
Resource Management .....	Terry Schmidtbauer .....	784-6765
Sheriff / Coroner .....	Tom Ferrara .....	784-7030
Treasurer / Tax Collector / County Clerk.....	Charles Lomeli.....	784-6295
Veterans Services.....	Alfred Sims .....	784-6590
Workforce Development Board (WDB).....	Heather Henry .....	863-3500

# County of Solano Organizational Chart



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**COUNTY ADMINISTRATOR'S BUDGET MESSAGE**

DATE: May 26, 2023  
TO: Board of Supervisors  
FROM: Bill Emlen, County Administrator  
SUBJECT: FY2023/24 Recommended Budget

Staff recommends that the Board of Supervisors conduct Budget Hearings beginning at 9:00 a.m. on June 22, 2023 and take action to adopt the Budget at the conclusion of the hearings. During the hearings, along with approval of the FY2023/24 Budget, the Board will need to consider the number and classification of positions needed to fulfill county obligations and services, investments in technology and County facilities for both required maintenance and expansion, and how to ensure we meet are meeting current responsibilities while also planning for the future opportunities and economic uncertainty.

In preparing the Recommended Budget, departments were asked to consider their requirements to provide services to the community and to factor in the ability to address increased operating needs and labor costs, all while managing the challenges presented by a competitive labor market. The FY2023/24 Recommended Budget reflects our steadfast commitment to balance increasing labor costs and service demands while continuing to address Board adopted Budget Strategies and sound financial practices. Departments were asked to limit growth in General Fund costs where possible as the County was working to balance the pace of expenditure growth versus revenue. We are recommending that one-time American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (SLFRF) funding of \$5 million previously designated by the Board under the U.S. Treasury Category of Revenue Replacement primarily to be used to fund a structural deficit in Health & Social Services' (H&SS) Family Health Services Division resulting from insufficient revenues at the clinics. In conjunction with this one-time funding, H&SS will be evaluating clinic operations in the coming year with a focus on organizational changes that would reduce the structural deficit.

The FY2023/24 Recommended Budget includes a section dedicated to the County Statistical Profile. This section provides information on Solano County's current economic outlook and highlights indicators that we have monitored since the Great Recession. This information includes population growth, unemployment, graduation rates, agricultural values, changes in personal income, commuter trends, housing market statistics and housing and rental affordability, and building trends. (*See County Statistical Profile Section*).

Included in this budget summary are the following budget-related sections: 1) Budget Overview; 2) Financial Summary; 3) General Fund Reserves, Designations & Commitments and Fund Balance; 4) Overview of the Federal and State Budgets; 5) Economic Risks; 6) FY2023/24 General Fund Recommended Budget; 7) General Fund Fiscal Projections; 8) Pending Issues; and 9) Summary of Recommendations.

**BUDGET OVERVIEW**

<b>TOTAL FINANCING REQUIREMENTS - ALL GOVERNMENTAL FUNDS</b>				
<b>FY2023/24</b>				
<b>FUND NAME</b>	<b>FY2022/23 ADOPTED BUDGET</b>	<b>FY2023/24 RECOMMENDED</b>	<b>CHANGE</b>	<b>% CHANGE</b>
GENERAL FUND	\$ 362,155,044	\$ 378,475,487	\$ 16,320,443	4.5%
SPECIAL REVENUE FUNDS	\$ 946,950,778	\$ 1,090,804,819	\$ 143,854,041	15.2%
CAPITAL PROJECT FUNDS	\$ 36,421,253	\$ 37,792,567	\$ 1,371,314	3.8%
DEBT SERVICE FUNDS	\$ 16,537,185	\$ 20,345,699	\$ 3,808,514	23.0%
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>\$ 1,362,064,260</b>	<b>\$ 1,527,418,572</b>	<b>\$ 165,354,312</b>	<b>12.1%</b>
<b>BUDGETED POSITIONS</b>	<b>3,228.58</b>	<b>3,238.33</b>	<b>9.75</b>	<b>0.3%</b>

The FY2023/24 Recommended Budget for all Governmental Funds is balanced and totals \$1,527,418,572 (*Schedules 1 and 2*). The Recommended Budget represents an increase of \$165.4 million or 12.1% when compared to the FY2022/23 Adopted Budget and utilizes estimates for local, State, and federal revenues, as well as the use of fund balances with draws from reserves.

The budget reflects an increase of \$143.9 million in the Special Revenue Funds, primarily due to increases in Public Safety, Health & Social Services, American Rescue Plan Act (ARPA), and other funds. The Capital Project Funds have increased by \$1.4 million primarily due to the timing of capital projects funded as part of the County’s Capital Project Plan. The increase in the General Fund of \$16.3 million is primarily due to increases in Tax revenues, Charges for Services, and a one-time transfer of ARPA - SLFRF funding to Health and Social Services’ Family Health Services Division to help fund the structural deficit in Family Health Services resulting from insufficient revenues at the clinics. The increases in various revenues are offset by increases in appropriations in General Fund departments, primarily reflecting increased labor costs due to negotiated and approved labor contracts, and increased General Fund contributions to Public Safety and Health and Social Services when compared to the FY2022/23 Adopted Budget. The Debt Service Funds reflect an increase of \$3.8 million when compared to the FY2022/23 Adopted Budget due to anticipated pension contributions towards future Pension Obligation Fund debt payments. Overall, the FY2023/24 Recommended Budget for All Governmental Funds increased by 12.1% when compared to the FY2022/23 Adopted Budget.

The FY2023/24 Recommended Budget uses the March 2023 Midyear Financial Report projected Fund Balances for 6/30/2023 and draws down \$23.1 million from various Committed Fund Balances to meet planned for County obligations. Consistent with sound financial practices, one-time General Fund revenues are recommended to be used to offset one-time costs wherever feasible. FY2023/24 uses some draws from designated reserves for accrued leave, capital renewal, and long-term receivables to fund liabilities for employee accrued leave payoff costs, costs for the major maintenance and capital improvements of County facilities, for investments towards improving the County’s public safety radio system, and the acquisition of the Vallejo Early Learning Center.

The Recommended Budget reflects a workforce of 3,238.33 FTE positions, excluding extra-help positions and makes assumptions that most existing vacancies would be filled. Budgeted positions reflect a net increase of 9.75 FTE compared to the FY2022/23 Adopted Budget. This increase is the result of a net 5.75 FTE increase in positions approved by the Board during the fiscal year, and a net 4.0 FTE increase (including expiring Limited-Term positions) included in the FY2023/24 Recommended Budget for the



Board’s consideration. The year-to-date position changes and those in this budget reflect the continued efforts to align allocated positions throughout the County with evolving operational requirements, staffing for changes in workload or services, implementation of new mandates, and use of automation and streamlining.

The following Budget Summary narrative is accompanied by a series of budget tables that are intended to describe the budgeted expenditures and associated revenue used to fund the programs and services outlined in the respective budget units. The individual department budget narratives provided within this document include the following information: the purpose; function and responsibilities; significant challenges and accomplishments as identified by the department head; workload indicators (where pertinent and relevant); a summary of significant adjustments to the operation or budget; summary of position changes; and identification of pending issues and policy considerations as identified by the department head.

The following pages include a financial overview of the FY2023/24 Recommended Budget.

**FINANCIAL SUMMARY**

The Governmental Funds Spending Plan by Function graph portrays a total of \$1.527 billion. The graph indicates the percent of the total for each functional area required within the Governmental Funds.

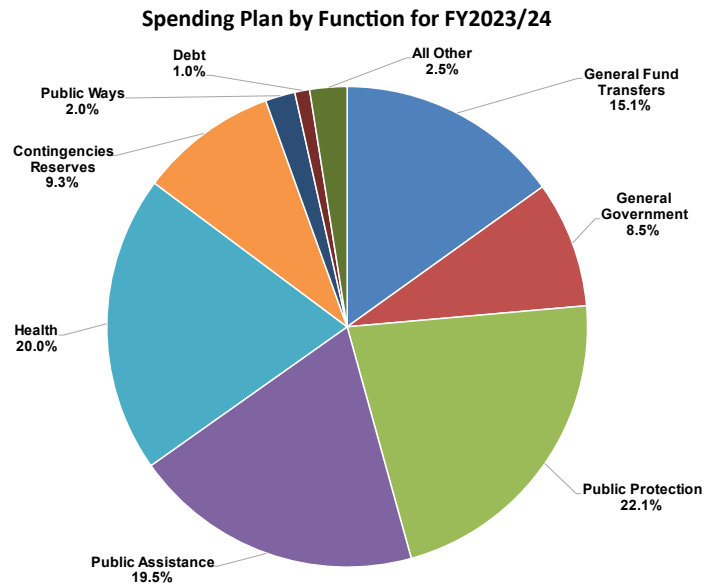
Public Protection represents the single largest category of County appropriations at 22.1% in the FY2023/24 Budget, which is a decrease from 22.8% in the FY2022/23 Adopted Budget. Public Protection spending is projected to increase \$27 million in FY2023/24 with the largest increases being in wages due to negotiated and approved labor contracts, inmate costs, insurance costs, Countywide Administrative Overhead charges, and Central Data Processing charges.

Public Assistance, at 19.5%, and Health, at 20.0%, represent the social safety net function of County government, which together represent an increase from FY2022/23. Public Assistance spending is projected to increase by \$69.7 million in FY2023/24, primarily due to increases in the County’s use of ARPA-SLFRF funding and increases in social services programs such as Medi-Cal, CalWORKS, and CalFresh. Health spending is projected to increase \$33 million in FY2023/24, primarily due to increases in Behavioral Health programs and for costs to renovate the First 5 Vallejo Early Learning Center (offset by State and local funding sources).

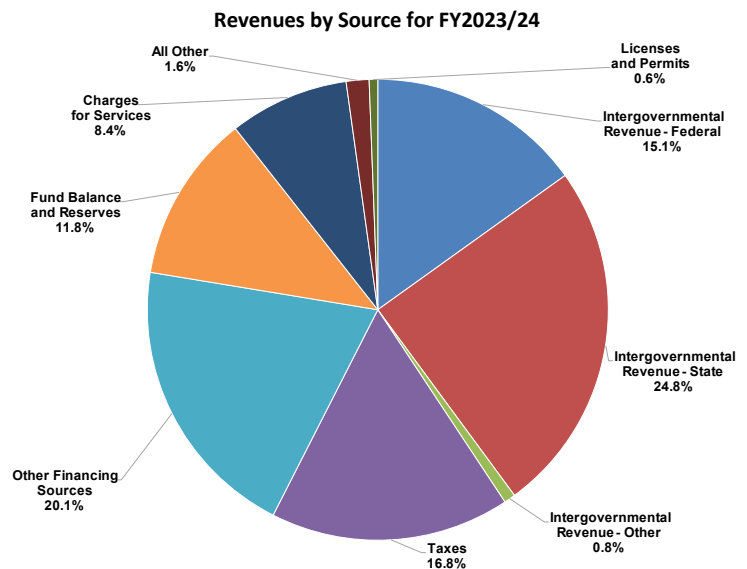
General Fund Transfers represent a 15.1% share of the FY2023/24 Recommended Budget, reflecting the increases in Public Safety costs, social services programs, and costs for capital improvements.

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 39.9% of the Recommended Budget and generally have specific requirements on how funding can be used. Intergovernmental Revenue from State and federal agencies reflect an increase of \$91.3 million primarily due to one-time ARPA-SLFRF funding, increases in funding for Mental Health Services Act (MHSA) programs, and federal funding to support social services programs. Taxes represent 16.8% of the FY2023/24 revenue projections, a decrease from 17.8% from FY2022/23.

Other Financing Sources, which includes the transfer of funding between government budgets, represents 20.1% share of the FY2023/24 projected revenues, which is up from 19.6% share in FY2022/23. Fund balance and reserves represents an 11.8% share of the FY2023/24 revenues, a slight increase from FY2022/23.



**GOVERNMENTAL FUNDS  
 Total: \$1,527,418,572**



The General Fund Spending Plan (Fund 001) graph portrays a total of \$378.5 million. The Public Safety category represents the single largest category of expenditures at 43.5% of the FY2023/24 Spending Plan, which is an increase from a 41.3% proportional share in FY2022/23. 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 FY2023/24, the same proportional share as in FY2022/23. Functions listed under this category include Agricultural Commissioner, Resource Management, Registrar of Voters (ROV), General Government, courts Maintenance of Effort (MOE), and other MOEs.

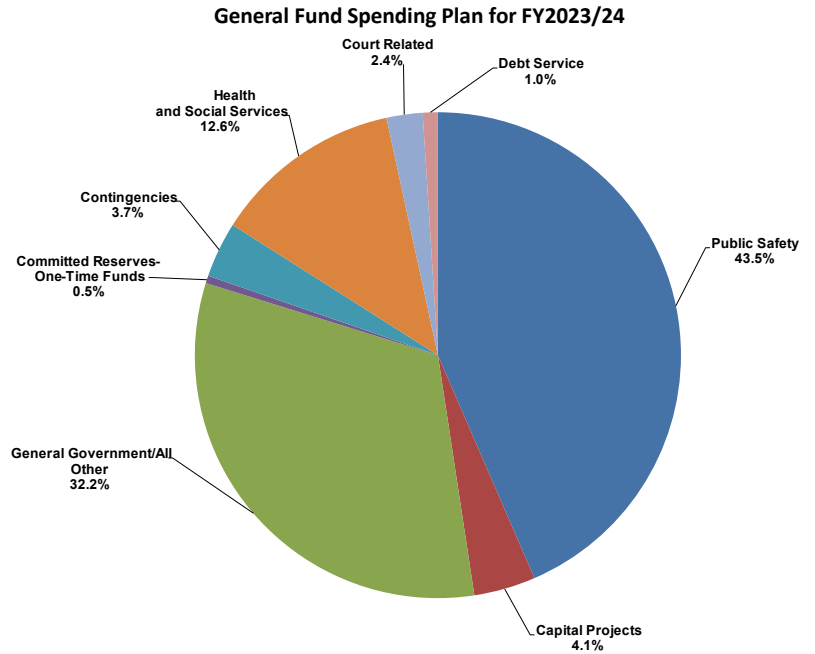
Health & Social Services is the third largest category of General Fund use at 12.6% of the total, which is up from a 10.1% share in FY2022/23. The General Fund contribution to Health & Social Services is projected to increase by \$11.5 million in FY2023/24.

The FY2023/24 Recommended Budget includes the allocation of \$2 million in one-time funds to Committed Fund Balances to address future capital renewal costs.

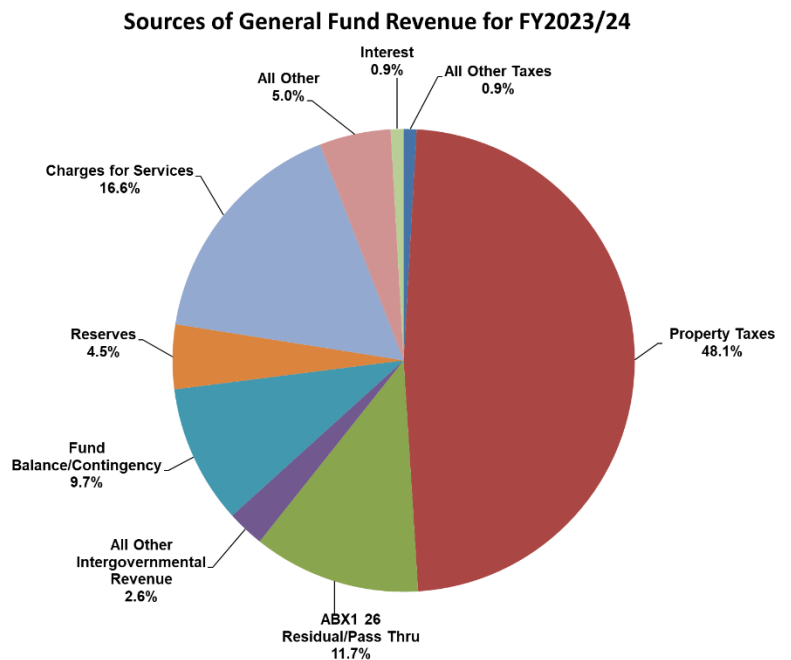
The Sources of General Fund Revenue graph provides information concerning General Fund financing for County operations. General Fund revenue is projected to increase by \$27.8 million from the FY2022/23 Adopted Budget, primarily due to increases in property taxes, ABX1 26 taxes, interest income, Charges for Services, and one-time ARPA-SLFRF funding previously designated by the Board under the U.S. Treasury Category of Revenue Replacement to be used to fund the structural deficit in Family Health Services resulting from insufficient revenues at the clinics.

Revenues derived from property values account for over half of General Fund revenues, with Property Taxes at 48.1% and ABX1 26 residual taxes and passthrough at 11.7%. Property taxes include secured, unsecured, supplemental, unitary, property tax in-lieu of Vehicle License Fee (VLF), and property transfer tax. The Recommended Budget projects a net increase of \$12.7 million in these property related revenues when compared to the FY2022/23 Adopted Budget.

The second largest source of revenue is Charges for Services at 16.6%, 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 9.7%. The General Fund projected Fund Balance at the end of FY2022/23 becomes a means of financing for the FY2023/24 Recommended Budget.



**GENERAL FUND  
Total: \$378,475,487**

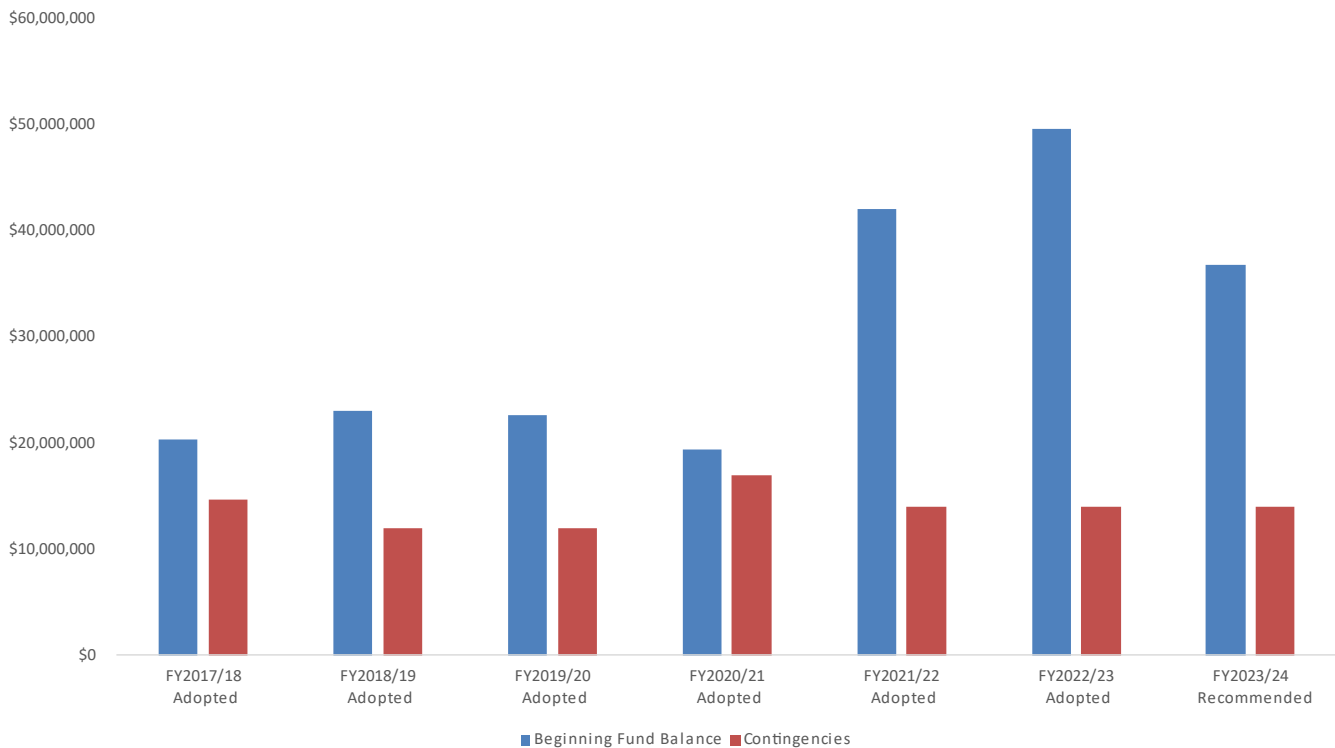


**GENERAL FUND RESERVES, DESIGNATIONS & COMMITMENTS AND FUND BALANCE**

The Board has a set of adopted financial policies and overarching principles intended to position the County to address the range of investments necessary to sustain and provide services. In establishing the Reserves, the County’s intent is to have resources for the “rainy day” created by economic downturns; natural and manmade disasters; expected and unexpected costs for facility repairs; and strategically step-down programs to align ongoing expenditures with ongoing revenues.

In good economic times the Board has consciously set monies aside to fund and finance some of the General Fund obligations, liabilities, and responsibilities. The strong fiscal policies established in the 1990’s and maintained by the Board and the execution of those policies by the County departments continues to strengthen the County’s financial position. This has enabled the County to manage through the Great Recession, other economic downturns, the COVID-19 pandemic and LNU Fire. The establishment of the General Reserve and the funding of the various General Fund designated Reserves are examples of prudent fiscal management by the County. As we look to the future, the Board polices, Reserves, and designations will be a critical source for managing in an economy with constricted resources. In the following paragraphs, the unfunded obligations and potential liabilities that lie ahead are discussed in connection with the General Fund Reserves, designations and commitments, and fund balances.

**Fund Balance and Contingencies**

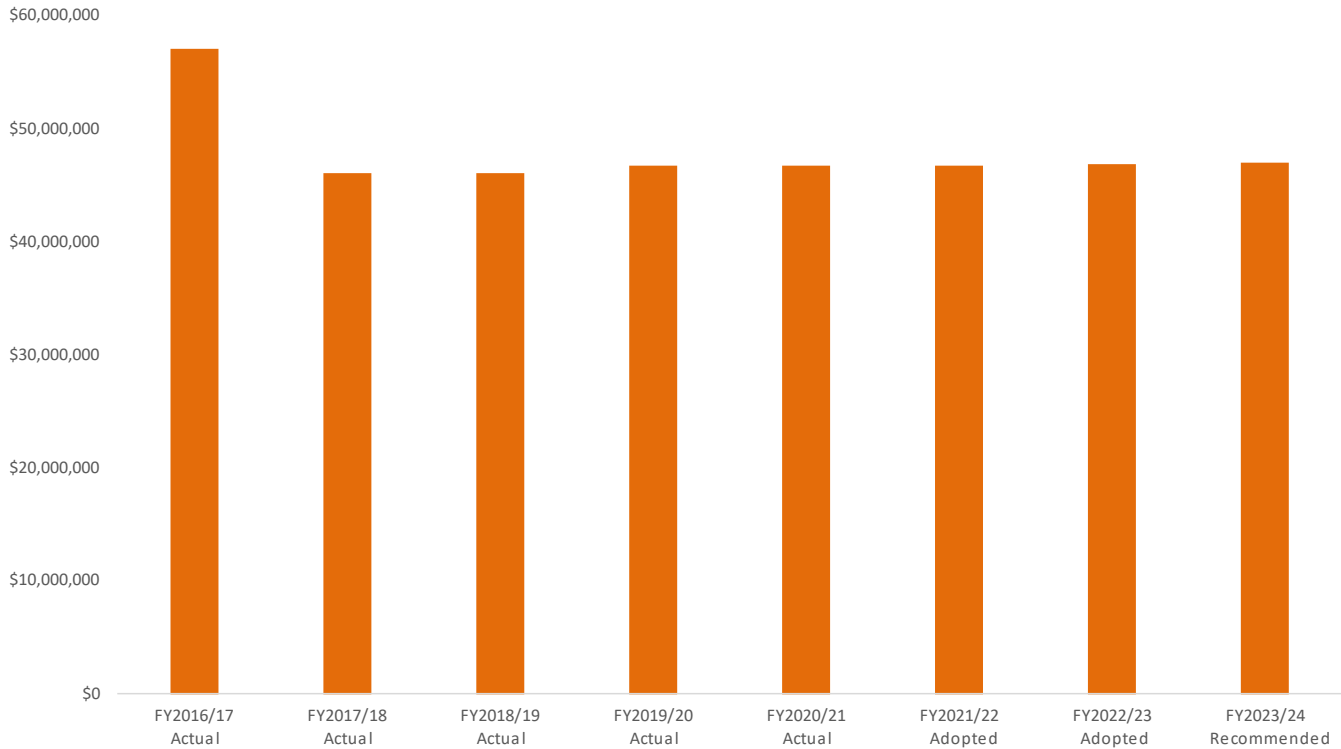


The initial estimation for the fund balance at June 30, 2023 is projected at \$36.7 million and is based on the FY2022/23 Midyear projection. Estimated Fund Balance includes \$14 million for contingencies.

On February 13, 2007, the Board adopted the General Fund Contingency policy to establish a level equal to 10% of the General Fund total budget. The current recommendation from staff for FY2023/24 is to maintain a \$14 million contingency which is approximately 3.7% of Proposed General Fund Expenditures. This recommended contingency amount is below what is established in the policy, which would allow up to \$37.8 million (or 10% of the General Fund total budget) based on the FY2023/24 Recommended Budget.

Appropriations for Contingencies are legal authorizations granted by the Board of Supervisors to be used for one-time, unexpected needs that arise outside of the regular budget planning process. Pursuant to Government Code §29130, access to the Appropriation for Contingency requires a 4/5<sup>th</sup> vote of the Board of Supervisors.

General Fund Reserve



Per Board adopted policy, which is outlined in the Budget Construction and Legal Requirements section of the FY2023/24 Recommended Budget, the General Fund - General Reserve will be maintained at a level equal to 10% of the County’s total budget excluding transfers between funds (*Operating Transfers-Out/In*), with a minimum balance of \$20 million at all times. This level will be maintained to provide the County with sufficient working capital and a comfortable margin to support one-time costs for the following purposes:

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

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

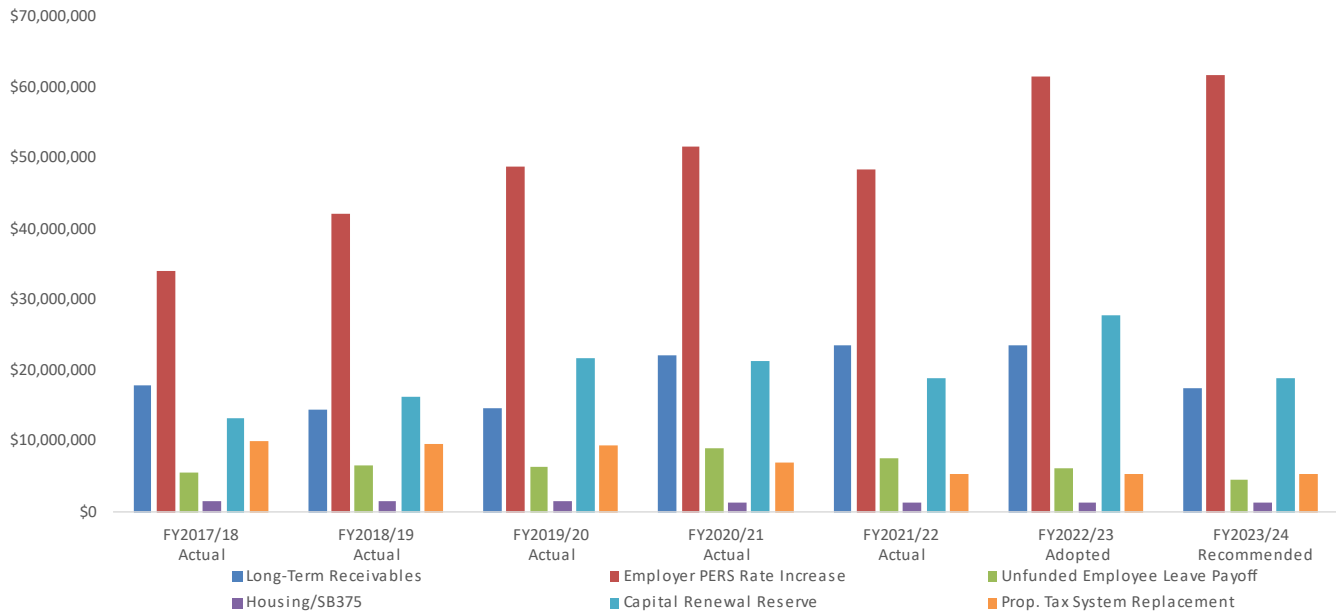
Subject to the Board of Supervisors’ restrictions, the following will guide how the General Fund - General Reserve should be used:

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

The FY2023/24 Recommended Budget for the General Fund - General Reserve is projected at \$47 million. Based on Board policy, the reserve target is 10% of the County’s total budget, excluding interfund transfers, which equates to \$122.8 million in FY2023/24.

The current County General Reserve is \$47 million, which is 38.3% of the target goal.

**Designated and Committed Funds**



**Employer PERS Rate Increase – Designated Reserve**

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

Actuarial changes were adopted and implemented by CalPERS beginning in FY2015/16 through FY2019/20 (over a 5-year period) and CalPERS is expected to continue to increase employer pension rates by as much as 50%. Given that pension rates were expected to increase in the next five years, coupled with a Board of Supervisors’ stated goal of achieving a retirement funding ratio of 90% for both CalPERS plans (Miscellaneous and Safety), the County Debt Advisory Committee reviewed options to reduce the unfunded liability in FY2014/15. On February 10, 2015, the Committee presented a funding policy to the Board that included placing one-time funds into a Pension Trust to help reduce the unfunded pension liabilities, thereby reducing future employer retirement rates. The Board approved this policy, authorized the creation of an IRS 115 Trust Account, and agreed to fund it with one-time funds in the amount of \$20 million at the end of FY2014/15. As of June 30, 2022, (most recent actuarial report), the County’s unfunded actuarial accrued liability for both the Miscellaneous Plan and Safety Plan is \$449 million (82% Funded Ratio). This figure includes the former Court employees and Solano County Fair Association employees.

In FY2017/18, FY2018/19, and FY2021/22 the Board of Supervisors authorized additional payments of \$6.6 million, \$6 million, and \$8.6 million respectively, to the CalPERS Public Safety Plan unfunded liability account funded by the Pension Obligation Fund and the CalPERS Rate Reserve. These additional payments reduced the unfunded liability and reduced future pension costs to the County.

The FY2023/24 Recommended Budget for the Employer PERS Rate Increases includes both the value of the IRS 115 Trust at \$32.5 million and the Reserve for Employer PERS Rate Increase at \$29.4 million for a total reserve of \$61.9 million (*Schedule 4*).

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

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

- Replace infrastructure and building systems in aging County facilities where County public services are provided.

- Achieve code compliance in relation to current regulations.
- Effectively manage and reduce the County's risks associated with the programs dispensed from County-occupied buildings.

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

The Department of General Services provided the Board with a report titled 2016 Facilities Condition Analysis, prepared by EMG of Walnut Creek (Consultant) and is scheduled to be updated in 2023. The 2016 report recommended an annual investment of \$7.6 million to maintain County Facilities in "Very Good Condition," while a lower investment of approximately \$2.8 million annually will maintain the portfolio within a "Good" range, which is the minimum maintenance level chosen by the Board in order to continue fixed asset protection, preservation, and renewal. The annual budget recommendations from the County Administrator's Office sets aside a minimum of \$2.8 million and up to \$7.64 million, if feasible and when possible, available one-time funding to address capital facility needs.

On March 7, 2023, the General Services Department presented to the Board a status update on capital projects included in the FY2023/24 Recommended Budget. Based on a preliminary prioritization of projects under consideration, the department provided recommendations for funding specific projects.

FY2023/24 Recommended Budget for Capital Renewal Reserve is \$19 million and reflects a net draw of \$7.4 million from reserves 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 authorized staff to proceed with the replacement of the SCIPS system. The total estimated cost to replace the SCIPS system is \$10 million and full implementation 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 are a loan to the project, repaid over time once the project is completed. The FY2023/24 Recommended Budget reflects a Property Tax System Replacement reserve remaining balance of \$5.5 million as of May 10, 2023. It is anticipated that at the end of FY2022/23 the reserve balance will be approximately \$548,000. On March 1, 2023, the County went "live" on the new property tax system: County Assessment and Taxation System (CATS). The remaining reserve balance will be utilized to continue post go-live activities including archival system training on the new system.

### **Unfunded Employee Accrued Leave Payoff**

In accordance with the Board's Fund Balance Policy, in FY2005/06 the Board established and maintains a General Fund Reserve for Accrued Employee Leave Payoff. Each year, the Auditor-Controller and Human Resources work with the County Administrator's Office to assess the funds necessary to pay for any unanticipated leave payoff that departments cannot absorb with existing appropriations. Based on the County's workforce, continued utilization of the Accrued Leave Payoff funds is anticipated in FY2023/24. The reserve has a current balance of \$6.2 million. It is recommended that the Board utilize \$1.5 million of this balance to fund Employee Accrued Leave Payoff in FY2023/24. The FY2023/24 Recommended Budget for the Unfunded Employee Leave Payoff reserve is reduced to \$4.7 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. As of June 30, 2023 the long-term receivables balance is \$23.7 million and includes \$6 million in funds previously set-aside as a loan to the County Disaster Fund. The FY2023/24 Recommended Budget includes a proposal to reallocate this \$6 million to partially fund the replacement of the County's public safety radio system (\$4 million) and the acquisition of the Beverly Hills Elementary School Property for the Vallejo Early Learning Center (\$2 million).

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**Housing/SB 375**

Effective February 1, 2012, the redevelopment agencies (RDA) were dissolved. During the existence of the RDA, a percentage of the redevelopment funding was required to be used to meet the housing needs of low/moderate-income residents. As a result of the dissolution of the redevelopment agencies, this restricted source of funding was no longer available to address housing needs. As of February 1, 2012, any unspent housing funds in RDAs were redistributed to the local taxing agencies as one-time revenues. During this time, the State passed SB 375 (Chapter 728, Statutes of 2008) which directed the California Air Resources Board to set regional targets for reducing greenhouse gas emissions. SB 375 included requirements for coordinating regional housing needs allocation with the regional transportation process. In FY2013/14, the Board approved the County Administrator's recommendation to establish the Housing / SB 375 reserve using \$2 million of these one-time housing set-aside funds for SB 375 implementation and/or to address temporary and long-term housing needs for children, families, special needs clients, and older, indigent, and disabled adults. To date this funding has been utilized as a loan to MidPen Housing Corporation to create 35 units of affordable housing (Sunset Pines Apartments) and for a twenty-year purchase agreement for 20 transitional housing beds at the former Mission Solano (now known as Shelter Solano). In the FY2023/24 Recommended Budget, the current balance in the Housing / SB 375 reserve is \$1.4 million. The County Administrator anticipates that some of these funds may be needed in FY2023/24 to provide local matching funds in addressing housing needs for at-risk or vulnerable populations.

**OVERVIEW OF THE FEDERAL AND STATE BUDGETS**

**Federal Budget Update**

In December 2022, Congress approved, and President Biden signed into law a \$1.64 trillion fiscal year (FFY) 2023 omnibus budget package. The *Consolidated Appropriations Act* (P.L.117-328) provides resources for every federal department and agency through September 30, 2023 and includes emergency funding for natural disasters, as well as supplemental aid to Ukraine and North American Treaty Organization (NATO) allies.

The budget provides nearly \$773 billion in domestic discretionary funding for the current fiscal year (5.5% increase over previous levels). With regard to defense programs, the omnibus includes a total of \$858 billion in budgetary resources, which is consistent with the amount of funding authorized by the *National Defense Authorization Act* for FFY2023.

The final budget package provides funding increases for several programmatic areas that are of importance to Solano County, including transportation, housing and homelessness programs, health and human services, climate and resiliency initiatives, local law enforcement, and energy and water programs.

The budget also directs billions of dollars in funding to thousands of community projects, also known as earmarks. Solano County was fortunate to receive \$3.39 million for the Stevenson Bridge Rehabilitation Project, as well as \$1 million for the County to upgrade its Electronic Health Record (EHR) system.

The final budget also includes language that provides Medicaid (Medi-Cal) and Children's Health Insurance Program (CHIP) coverage to incarcerated juveniles 30 days prior to their release. The policy change will take place starting January 1, 2024. States also will have the option to provide Medicaid and CHIP coverage to juveniles in public institutions during the initial period pending disposition of charges. Under previous law, states were generally prohibited from using federal funds such as Medicaid and CHIP to provide medical care to inmates of a public institution.

Finally, the budget reauthorizes through September 30, 2023 the Temporary Assistance for Needy Families (TANF/CalWorks) program and renews, at significantly higher funding levels, the Maternal, Infant and Early Childhood Home Visiting (MIECHV) program.

**Outlook – Fiscal Year 2024**

In March 2023, President Biden unveiled his FFY2024 budget request to Congress which calls for more than \$1.7 trillion in federal discretionary spending (a 5% increase over FFY2023 enacted levels). This includes over \$688 billion for non-defense domestic programs (a 7% increase), \$886 billion for defense-related programs (a 3% increase), and \$121 billion for Veterans Affairs programs.

The president's budget proposes a new 25% tax on billionaires, as well as an increase in the corporate tax rate (from 21% to 28%), and an increase in the tax on stock buybacks (from 1% to 4%). According to the administration, these reforms would reduce the deficit by nearly \$3 trillion over the next decade.



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Aside from the proposed new taxes, the Biden administration is calling on Congress to restore the expanded Child Tax Credit that expired in 2021. The budget framework also includes funding for a federal-state partnership aimed at expanding free preschool and revives legislative proposals aimed at providing national paid leave and free community college.

House Republicans are proposing to cut FFY2024 spending to FFY2022 levels (a reduction of approximately \$130 billion). Incidentally, the aforementioned spending cuts are a component of a GOP-sponsored debt-ceiling measure (H.R. 2811) that the House narrowly approved in late April. In addition to discretionary spending reductions, H.R. 2811 would suspend the nation's borrowing limit through March 31, 2024 or until the federal debt increases by another \$1.5 trillion, whichever comes first. Moreover, the legislation includes a number of structural changes to social safety net programs, including Medicaid, the Supplemental Nutrition Assistance Program (SNAP), and the Temporary Assistance for Needy Families (TANF) program, among others.

While the H.R. 2811 is a nonstarter in the Democratic-controlled Senate and is the subject of a White House veto threat, the legislation is being used as a bargaining chip in high-level negotiations over the debt limit.

### **State Budget Update**

The Governor is expected to release his proposed May Revision towards the end of the second week of May. A revised State Budget Update will be included as part of the FY2023/24 Supplemental Budget.

Governor Gavin Newsom submitted his initial FY2023/24 State budget proposal to the Legislature on January 10, 2023. The FY2023/24 Governor's Budget proposes spending of \$296.9 billion in total State funds, consisting of approximately \$223.6 billion from the General Fund, \$70.4 billion from special funds, and \$2.9 billion from bond funds. It should be noted that the Governor's proposed budget trends downwards from last year's enacted budget. For reference, the FY2022/23 budget spent \$307.9 billion in total State funds, consisting of approximately \$234.4 billion from the General Fund, \$69.1 billion from special funds, and \$4.4 billion from bond funds.

Unlike FY2022/23 where there was \$37.2 billion in budgetary reserves, this year's January 10<sup>th</sup> budget proposal projects that California is headed for a \$22.5 billion budget shortfall in FY2023/24. However, the Governor stated that through prudent planning and budget resilience built into previous budgets, the State is in its best fiscal position in recent memory to address this slowdown. By using the bulk of the recent surplus to boost the State's budget reserves and pay down prior debts, by focusing on one-time and near-term spending instead of costly long-term obligations, and by tying or "triggering" a handful of new ongoing programs to sufficient revenue availability in FY2024/25, the State does not have to propose the kind of deep reductions to priority programs that marked the budget shortfalls over the past two decades. It will, however, require the State to delay or forego some spending in the near term.

While the Governor's Budget's economic forecast does not project a recession, if economic and revenue conditions deteriorate in the spring, then the Administration may propose withdrawals from reserve accounts, as well as additional program reductions.

The Governor's Budget Plan to close the projected shortfall includes \$7.4 billion in funding delays, \$5.7 billion in reductions/pullbacks, \$4.3 billion in fund shifts, \$3.9 billion in trigger reductions, and \$1.2 billion in Limited Revenue Generation and Borrowing.

In terms of the \$7.4 billion in funding delays, the Budget defers funding for multiple items across FY2021/22 through FY2023/24 and spreads it across the multi-year without reducing the total amount of funding.

Further, for the \$5.7 billion in reductions/pullbacks, the Budget reduces spending for various items across FY2021/22 through FY2023/24 and pulls back certain items that were included in the 2022 Budget Act to provide additional budget resilience. Significant items in this category include the \$3 billion included in the 2022 Budget as an inflationary adjustment, and a \$750 million Unemployment Trust Fund payment in FY2023/24.

The Budget shifts \$4.3 billion in certain expenditures in FY2022/23 and FY2023/24 from the General Fund to other funds. These include (1) shifting various California State University (CSU) capital outlay projects to CSU issued debt with the State providing support for the underlying debt service; (2) reverting certain bonds to cash projects from the 2022 Budget Act back to bonds; and (3) shifting certain Zero Emission Vehicle commitments to the Greenhouse Gas Reduction Fund.

The \$3.9 billion in trigger reductions would reduce funding for certain items in FY2020/21 through FY2023/24 and places them in a "trigger" that would restore the reductions at the 2024 Governor's Budget if it is determined that sufficient funds will be available to cover certain commitments. These commitments include baseline adjustments, enrollment, caseload, and population adjustments, and constitutional obligations, as well as the cost of funding all of the items included in the trigger. These items are

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primarily in the areas of Climate and Transportation (\$3.1 billion), Housing (\$600 million), Parks (\$106 million) and Workforce Training (\$55 million).

Health, Behavioral Health and Homelessness and Housing

The Governor’s proposed budget maintains continued funding to expand full-scope Medi-Cal eligibility to all income-eligible Californians, regardless of immigration status. In addition, the Budget sustains approximately \$10 billion in total funds commitment to continue transforming the State’s health care delivery system through California Advancing and innovating Medi-Cal (CalAIM).

The proposed budget also includes over \$8 billion in total funds across various multiple health and human services departments to expand the continuum of behavioral health treatment and infrastructure capacity and transform the system for providing behavioral health services to children and youth.

The budget proposal includes \$350 million in General Fund reductions related to housing programs that were included as part of the 2022 Budget Act. Even with these reductions, funding for these housing programs would remain at approximately 88% of the allocations made in FY2022/23 and FY2023/24 (\$2.85 billion). These reductions are included in the trigger, so if there is sufficient General Fund in January 2024, these reductions will be restored. The 2022 Budget Act allocated \$10.2 billion for homelessness, in addition to the \$7.3 billion provided in 2021, signifying a continued priority in providing investments to support the State’s comprehensive homelessness strategy, including resources to provide long-term permanent housing options, services, and supports for individuals experiencing homelessness, or who are at risk of experiencing homelessness. The budget maintains these investments.

The County continues to face financial adversity with respect to the State’s forced transition of specialty mental healthcare clients to the County. For decades, the State has contracted for these services but is moving to push this responsibility to the County without requisite funding. Solano representatives are actively engaged on this matter and are seeking legislative assurances for funding and an orderly transition. Cost estimates for this transition are currently about \$16.8 million and will grow over time.

Counties have been raising ongoing concerns with the Community Assistance, Recovery & Empowerment (CARE) court proposal, as new funding and needed housing remains a core gap for the population that is intended to be serviced by this new model. Included in this budget proposal is maintaining \$88.3 million in General Fund for county start-up costs and State implementation and proposed additional funding for ongoing costs related to the CARE Act.

Wildfires

The 2021 and 2022 Budget Acts committed \$2.8 billion over four years to continue strengthening forest and wildfire resilience Statewide. The Governor’s budget proposal maintains \$2.7 billion (97%) of funding to advance critical investments in forest health and fire prevention to continue to reduce the risk of catastrophic wildfires, as well as resources for fire protection in the State’s wildfire response. The proposal also includes \$91 million in General Fund reductions across various programs, which are partially offset by a \$14 million shift to Proposition 98. If there is sufficient General Fund in January 2024, reductions not otherwise offset by other funds will be restored.

Public Safety

In the last few years, the State provided resources for programs to create safer communities starting with a focus on positive policing strategies, including resources to support peace officer wellness and training. Additionally, the State has substantially invested in programs to reduce organized retail theft, gun violence, illegal drugs, and other crimes. Key investments include \$564.4 million in General Fund being invested over three years to bolster local law enforcement efforts to address retail theft and other crimes, and \$11 million in one-time General Fund was allocated for the Office of Emergency Services (Cal OES) to facilitate education and training efforts related to gun violence restraining orders, including a public awareness campaign, grants to domestic violence groups to conduct outreach, and provide gun violence restraining order trainings to entities Statewide.

Other funding for Public Safety in the Governor’s budget proposal includes total funding of \$5.1 billion (\$3.2 billion General Fund and \$1.9 billion other funds) in FY2023/24 for the Judicial Branch, of which \$2.9 billion is provided to support trial court operations. Also related, the 2022 Budget Act included \$6.1 million in FY2022/23 and \$37.7 million ongoing for the Judicial Branch to implement the CARE Act (Chapter 319, Statutes of 2022). The Budget reduces this funding by \$13.9 million General Fund in FY2023/24 and increases funding by \$12.9 million in FY2024/25, and \$30.9 million ongoing. In total, the Budget provides the Judicial Branch \$23.8 million in General Fund in FY2023/24, \$50.6 million in FY2024/25, and \$68.5 million in FY2025/26 and ongoing for the CARE Act. In addition, the Budget includes \$6.1 million in General Fund in FY2023/24, increasing to \$31.5 million

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annually beginning in FY2025/26, to support public defender and legal services organizations who will provide legal counsel to CARE participants.

#### Water and Drought

The 2021 and 2022 Budget Acts committed \$8.7 billion over multiple years to support drought resilience and response designed to help communities and fish and wildlife avoid immediate negative impacts as a result of extreme drought, while continuing to advance projects and programs that prepare the State to be more resilient to future droughts and floods. The budget proposal maintains \$8.6 billion or 98% of previously committed funding to minimize the immediate economic and environmental damage from the recent drought and support hundreds of local water projects to prepare for and be more resilient to future droughts. Also included in this budget proposal is \$194 million in General Fund reductions across various programs. If there is sufficient General Fund in January 2024, reductions not otherwise delayed will be restored. In addition, the budget also includes new strategic investments to continue supporting the State's drought response, accelerate implementation of the State's water supply strategy, and increase flood preparedness and response.

#### May Revision and Budget Adoption

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

### **ECONOMIC RISKS**

#### Nationally

In February 2023, the Congressional Budget Office (CBO) released "The Budget and Economic Outlook: 2022 to 2033" which projects a federal budget deficit of \$1.4 trillion for 2023, and projects an average deficit of \$2 trillion per year over the next decade, totaling 6.1% of the Gross Domestic Product (GDP). The CBO is projecting debt will reach 107% of GDP by FY2028. The Federal Reserve raised the "federal funds" benchmark interest rate by 25 basis points to a range of 5% - 5.25% in May 2023 and is now anticipated to stabilize. The Federal Reserve increased interest rates several times over the last twelve months in response to higher than anticipated inflation, which the Federal Reserve aims to maintain at 2%. The average interest rate on a 30-year fixed mortgage reached 6.9% as of May 2023, a significant increase from a long span of historically low interest rates. The Federal Reserve anticipates this will stave off a recession by addressing high inflation. In addition, the 10-year U.S. Treasury Bond totals 3.4% as of May 2023, up from an average of 1.5% in 2021 and 3% in 2022. Supply chain issues due to the aftermath of the COVID-19 pandemic and the ongoing Russian invasion of Ukraine continue to impact the economy. The CBO anticipates economic activity to stagnate, with both rising unemployment and decreasing inflationary rates.

According to the Bureau of Labor Statistics, the unemployment rate as of April 2023 was 3.4%, down from 3.6% in April 2022. The Consumer Price Index for All Urban Consumers (CPI-U) rose 4.9% as of April 2023, from one year ago, with energy decreasing 5.1% and the food index increasing 7.7%; all items less food and energy increasing by 5.5%. Due to these factors, it is anticipated that consumer spending growth will slow. U.S. homebuilders are experiencing order declines and cancellations due to increased interest rates and material costs. Retail markets remain steady and are trending as anticipated, with more consumer demand on the hospitality sector due to increases in travel and leisure activities as the pandemic wanes.

Ongoing challenges also include pending debt ceiling discussions in Congress, and bank failures including Silicon Valley Bank, Signature Bank, and First Republic Bank. In addition, the President signed into law the Inflation Reduction Act (\$370 billion – August 16, 2022), which effective January 1, 2023 is intended to offer funding, programs, and incentives to accelerate climate policy toward a cleaner energy economy as well as to provide lower energy costs for families and small businesses, accelerate private investment in clean energy solutions, strengthen supply chains, and create higher paying jobs.

#### California

Inflation and supply chain issues continue to create uncertainty and instability for the State economy. While the State experienced significant surpluses in recent years, initial reports present a \$22.5 billion deficit for FY2023/24. This is due to declining revenues from capital gains and income tax payments resulting from reduced stock prices. Prior to the COVID-19 pandemic, population growth had slowed due in part due to declining birth rates, but the pandemic has accelerated population decline in California which is down 0.4% from July 2021 to July 2022.

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Unemployment figures total 2.9% in the San Francisco Metropolitan statistical area and 4.4% in the Sacramento Metropolitan statistical area as compared with the State’s unemployment rate of 4.8% as of March 2023. Housing continues to be a challenge Statewide, with high demand facing a slowdown in construction due to labor shortages, high cost for materials, and supply chain issues. The California Association of Realtors is projecting a decline of 7.2% in home sales from 2022 figures, with an 8.8% decline of median home prices.

Another challenge has been tech company layoffs, with Alphabet, Google’s parent company, laying off approximately 12,000 workers worldwide. Meta, parent company to Facebook, announced in March 2023 layoffs totaling 21,000 and Salesforce announced another round of cuts totaling approximately 8,000 jobs. In April 2023, Lyft announced a 26% layoff of its workforce, totaling 1,072 workers. In the entertainment economy, Disney announced in February 2023 layoffs totaling 7,000 jobs, and a Writer’s Guild of America strike has impacted Hollywood. Retail and banks have also shown signs of weakness with retail chains closing brick and mortar locations, including Nordstrom and Bed Bath & Beyond, and several regional banks closing.

Staff will be monitoring closely the State and federal economic developments and the budget decisions and will return to the Board as necessary.

**FY2023/24 GENERAL FUND RECOMMENDED BUDGET**

The FY2023/24 Recommended Budget for the General Fund of \$378.5 million is balanced anticipating revenues of \$324.9 million, drawdowns from Committed Fund Balances of \$16.9 million for Accrued Leave Payoff, Long-term Receivables, Capital Renewal, and use of Fund Balance (\$36.7 million).

The Recommended Budget for General Fund reflects revenues of \$324.9 million, an increase of \$27.9 million excluding reserves when compared to the FY2022/23 Adopted Budget of \$297 million. The increase in revenues anticipates a net increase in Tax Revenues totaling \$12.7 million, including taxes resulting from increased value in assessed roll, other tax revenue primarily due to improved property values, increases in ABX1 26 Residual Taxes, one-time ARPA-SLFRF funding of \$5 million, charges for services, and interest income.

**GENERAL FUND FISCAL PROJECTIONS**

Solano County uses fiscal projections to provide insight into future trends for General Fund Revenues and Expenditures enabling the County to work proactively with departments to address potential program impacts in future years.

The fiscal projections shown in the table that follows reflect the FY2022/23 Midyear projections prepared in February 2023 and are provided for comparison only, using the FY2023/24 Recommended Budget as the starting point for the upcoming year. The table reflects projected revenues and expenditures through FY2025/26. It is not feasible to provide a meaningful longer forecast in light of the changing economic dynamics, an uncertain federal Budget, and changes in State-mandated programs.

The FY2023/24 Recommended Budget and the projections are subject to change pending revenue and expenditure impacts from the State’s Budget, Governor’s May Revise, and other potential changes in federal funding. Updated projections will be provided in connection with Supplemental Budget adjustments prior to final approval of the FY2023/24 Adopted Budget.

Solano County General Fund - Fiscal Projection FY2023/24 Recommended Budget (in million of dollars)					
		Midyear Projection For 6/30/23	Recommended Budget FY2023/24	Projected Budget FY2024/25	Projected Budget FY2025/26
a	<b>General Fund, Beginning Balance</b>	\$ 63.65	\$ 36.75	\$ 14.00	\$ (19.83)
	TO Reserves:				
	General Reserves				
	Unfunded Employee Leave Payoff				
	Capital Renewal Reserve	5.000	1.987		
	Employer CalPERS Rate Increases	12.617			
	PARS 115 Trust				
b	<b>Subtotal - TO Reserves</b>	17.617	1.987	0.000	0.000
	FROM Reserves:				
	General Reserves		6.000		
	LT Receivables				
	Unfunded Employee Leave Payoff	1.571	1.500	1.500	1.500
	Capital Renewal Reserve		9.375	4.000	4.000
	Employer CalPERS Rate Increases			4.000	4.000
	Encumbrances	1.100			
c	<b>Subtotal - FROM Reserves</b>	2.671	16.875	9.500	9.500
d	<b>Net Increase (Decrease) in Funding Sources: (b+c)</b>	(14.946)	14.888	9.500	9.500
e	<b>TOTAL AVAILABLE FINANCING (a+d)</b>	48.704	51.635	23.500	(10.332)
f	Operating Expenditures (excluding Contingencies/transfers to Reserves)	318.532	362.488	374.831	385.918
g	Contingencies	14.000	14.000	14.000	14.000
h	<b>Total Operating Expenditures</b>	332.532	376.488	388.831	399.918
i	Operating Revenues (excluding transfers from Reserves)	306.575	324.853	331.499	343.200
j	Operating Expenditures (excluding Contingencies/transfers to Reserves)	318.532	362.488	374.831	385.918
k	<b>Net operating Revenues over (under) Expenditures [known as Operational Deficit] (i-j)</b>	\$ (11.957)	\$ (37.635)	\$ (43.332)	\$ (42.718)*

\*General Fund, Beginning Balance in FY2023/24 includes estimated additional savings from County departments as projected at Midyear. FY2024/25 and FY2025/26 is 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 FY2024/25 and beyond.

\* Operating Expenditures in FY2023/24 include a \$9.375 million General Fund contribution to Accumulated Capital Outlay for capital projects as outlined in the ACO BU1700 Departmental Budget. FY2024/25 and FY2025/26 Beginning Fund Balance are projected based on a \$4 million contribution for capital project funding per year, resulting in a decrease in projected Operated Expenditures when compared to FY2023/24.

**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 FY2023/24 Recommended Budget includes the use of General Fund – Committed Fund Balances of \$6 million from Long-term Receivables, \$9.375 from Capital Renewal, and \$1.5 million from Unfunded Employee Leave Payoff.

The significant Revenue Assumptions from the General Revenues budget include:

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- An estimated 2.5% increase in assessed values compared to the FY2022/23 corrected assessment roll, resulting in projected increases of \$5.4 million in Current Secured Property Taxes and \$5.3 million in property tax in-lieu of vehicle license fees (VLF) revenues. Projections in FY2024/25 and FY2025/26 anticipate increases of 4%. Based on the corrected assessment roll as of June 30, 2022, 3,968 properties still remain on Proposition 8 Tax Reduction status related to the negative economic impacts from the Great Recession. The number of properties under Proposition 8 Tax Reduction status will remain under evaluation by the Assessor/Recorder.
  - ABX1 26 Taxes are projected to increase by \$1.2 million based on projected tax increment revenues.
  - Interest Income is expected to increase by \$1.4 million as interest yield is anticipated to be better due to higher interest rates and average daily cash balance in the County investment pool.
  - Current Unsecured Property Taxes are projected to remain flat in FY2023/24 when compared to the FY2022/23 Adopted Budget. In the subsequent years, Unsecured Property Tax is not anticipated to increase in FY2024/25 and FY2025/26; however, there are a number of appeals from large businesses that may continue to impact these revenues.

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

- The Recommended Budget reflects \$50.7 million in Proposition 172 funding. FY2023/24 anticipates a 5.6% increase over the FY2022/23 Adopted Budget based on changes in the distribution formula driven by the recovery of taxable sales in other jurisdictions. It is important to note that Proposition 172 is expected to decrease 2.2% from the figures included as part of the Midyear Financial Report. As Proposition 172 funds increase for the County, the Public Safety Fund (Fund 900) departments may require a decrease in County revenue support in the delivery of mandatory services.
- The Recommended Budget for FY2023/24 reflects \$74.6 million drawdown in 1991 State – Local Realignment revenues, an increase of \$17 million; and \$73.1 million in 2011 Realignment funds, an increase of \$3.7 million. The draw of Realignment funds is used to maintain programs primarily in Health & Social Services and Public Safety. The increase in 1991 Realignment represents a higher need to cover projected cash flows. If federal and State revenues come in higher than anticipated, then General Fund Contributions may be reduced as long as the County's Maintenance of Effort is met. If federal and State revenues are lower than anticipated, then there may be an increased demand for General Fund.

**Expenditure Assumptions:**

- Retirement costs are projected to continue to increase based on approved CalPERS actuarial assumptions for the proposed rates by CalPERS. Included is a rate of 28.74% for Miscellaneous and 36.48% for Safety in FY2023/24.
- Health insurance costs are projected to increase 5% per year based on past rate history for FY2023/24, with 5%-7% annual increases likely in future years.
- The County General Fund Contributions through FY2023/24 are listed below:
  - General Fund support for Public Safety is projected to increase from \$149.5 million to \$164.4 million; a \$14.9 million net increase. This increase is primarily due to Salaries and Employee Benefit increases, increases in insurance, inmate costs, and Countywide Administrative Overhead costs.
  - General Fund support for H&SS and IHSS Public Authority is projected to increase from \$36.4 million to \$47.5 million; a \$11.1 million increase. The increase is primarily due to increased spending for the administration of Medi-Cal, CalWORKS, and CalFresh resulting from increases in Salaries and Employee Benefits and for the ongoing structural deficit in Family Health Services (FHS) due to insufficient revenue generated by the Primary Care and Dental Clinics. This amount includes one-time ARPA-SLFRF funding of \$5 million previously allocated by the Board under the U.S. Treasury Category of Revenue Replacement be used to fund the structural deficit in FHS.
- The FY2023/24 Recommended Budget includes a Contingency appropriation of \$14 million.

**General Fund Deficit Reduction Strategies for FY2023/24 if Revenue Shortfall:**

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

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

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

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

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

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

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

**PENDING ISSUES**

Board of Supervisors’ Priorities: On April 18, 2023, the Board conducted a priority-setting workshop. The Board identified five major categories which were discussed at the workshop. The major categories included: economic development, agriculture preservation and development, housing, County Services and workforce development, and regulations and policies. The Board identified high priority items under each category. A formal report indicating next steps is forthcoming.

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

The Recommended Budget document was prepared early in the March/April timeframe to facilitate the mandated public release of the budget in May 2023. To accommodate the release, the departmental budgets reflect only the known and approved State and federal programs changes as of April 2023, which will take effect July 1, 2023.

COVID-19 Pandemic: After three years of disruption, the impacts of the pandemic are diminishing. Although focus has now shifted to addressing the fiscal impacts of high inflation and rising interest rates, the County continues to face challenges responding to those disproportionately impacted by the economic downturn. This has put stress on the County’s safety net programs in Health & Social Services. In addition, as County staff return to a “new normal”, departments have re-instated travel for conferences and in-person trainings as well as either implemented or begun to explore technology investments that reduce in-person contact and maximize operational efficiencies. This shift is likely to impact the County budget and staff will need to continue to monitor resulting fiscal impacts and provide necessary revisions when necessary or feasible.

Affordable Care Act (ACA): The federal Affordable Care Act (ACA) has so far withstood several repeal attempts. Through ACA, counties’ costs of serving the indigent population decreased as many formerly uninsured individuals obtained health coverage through the Medicaid expansion implemented under the ACA. In June 2013, the State signed into law AB 85 (see glossary for definition) which provided a mechanism for the State to redirect counties’ 1991 PH Realignment funding previously dedicated to pay for indigent healthcare costs to fund social services programs, specifically the CalWORKs grant increases. For Solano County, the amount redirected each year is \$6.9 million. In the meantime, counties remain responsible for providing healthcare to the indigent population under Welfare and Institutions Code section 17000. Any successful attempt to repeal the ACA will have drastic impacts across the healthcare spectrum. Specifically, for the County health centers, a repeal of the Medicaid expansion under ACA would significantly increase counties’ indigent healthcare costs, leaving counties with no dedicated funding stream.

In-Home Supportive Services (IHSS): The federal share of IHSS costs historically ranges between 50%-56%; the remainder is referred to as the non-federal share of cost for negotiated wage and benefit increases in the IHSS. The State legislation and Maintenance of Effort County Contribution is split depending IHSS category and is approximately 65% State and 35% County. IHSS PA and SEIU 2015 completed negotiations in September 2021 and provider wages were increased locally by 70 cents per hour in December 2021, and the State minimum wage increased wages by one dollar in January 2023 to \$15.50/hour. The Solano

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IHSS wage is fixed at \$16.20 per hour through June 2024. IHSS Providers in Solano who work more than 65 hours per month remain eligible for a supplemental health plan that includes prescriptions, vision, and dental care paid for by the IHSS PA.

Family Health Services - Clinics: Family Health Services (FHS) operates fixed-site Federally Qualified Health Center (FQHC) medical and dental clinics in Fairfield, Vacaville, and Vallejo. The FHS clinics continue to experience operating losses due to insufficient FQHC revenues, partly caused by circumstances beyond the clinics' control such as reimbursement rates not keeping up with rising costs to operate the clinics, and unanticipated leaves of absence/provider vacancies. Previously, H&SS redirected 1991 Public Health Realignment to cover 100% of the FHS structural deficit (i.e. funding gap). The continued use of 1991 Public Health Realignment in FHS negatively impacts Public Health's ability to sustain and/or expand services, and core Public Health functions that are primarily funded with 1991 Public Health Realignment. As a result, the FY2023/24 Recommended Budget includes the use of one-time ARPA-SLFRF funding of \$4.5 million previously allocated by the Board under the U.S. Treasury Category of Revenue Replacement be used to fund the structural deficit.

Public Health- COVID-19

It is anticipated that the impacts of the COVID-19 pandemic will continue to abate and likely result in reduced needs for redirection of Public Health resources to COVID-19 activities. Supplemental COVID-19 funding for Epidemiology and Laboratory Capacity (ELC) Enhancing Detection Expansion expires in July 2024 and other one-time vaccination related revenues expire in June 2024; however, these funds remain available in the coming fiscal year to offset costs related to remaining redirections and to provide some temporary relief on the division's need to over-utilize 1991 Public Health Realignment to fund its operations. Public Health continues to monitor vacant positions and move positions between programs within the division to maximize funding where possible.

In 2022, the State Legislature and the Governor approved a budget proposal to provide new ongoing infrastructure funding for local health departments. Solano Public Health will receive an annual allocation of \$2,060,478 in Future of Public Health (FoPH) funding to support and strengthen the public health infrastructure to respond to current and future public health emergencies. These funds will help sustain some of the work funded through one-time COVID-19 funding and allow Public Health to resume its focus on prevention programs.

California Advancing and Innovating in Medi-Cal (CalAIM): The California Department of Health Care Services (DHCS) continues to implement components of California Advancing and Innovating Medi-Cal initiative (CalAIM), the negotiated federal/State plan approved and launched in January 2021. CalAIM includes major reforms specific to Behavioral Health services that will change the service model and impact operating budgets and the ultimate impacts remain unknown.

Payment reform, included under CalAIM and scheduled for full implementation in July 2023, will significantly change Medi-Cal reimbursement rates, billing and fiscal operations, and contractual obligations. Due to significant changes with payment reform and the fiscal risk shifted to counties, counties continue to assess the impact of DHCS provided rates on county operations and continue to seek guidance on appropriate codes. Guidance from DHCS has been delayed and unclear at times on key elements so counties remain concerned about the fiscal impacts on Medi-Cal reimbursement after implementation.

Included in CalAIM is a requirement to standardize specialty mental health services for all counties, which means that current Kaiser Medi-Cal specialty mental health services (SMHS) clients carved-out ("served by Kaiser versus County Behavioral Health") from Solano must be transitioned back to the County caseload. Currently the fiscal and program responsibilities occur outside of the County directly from the State to Kaiser. The State's expectation is that the County will become responsible for an estimated 2,091 current Kaiser SMHS clients at an estimated cost of \$16.8 million, most recently scheduled no earlier than July 2023, but currently delayed to a date uncertain. The County is continuing to advocate for sufficient funding and time to absorb this new, significant responsibility and is seeking information about the potential clients to start transition planning with Kaiser, hiring and expanding the contractor network, as well as planning for an expansion to the current array of services based on client level of care needs.

Community Assistance, Recovery and Empowerment (CARE) Court: CARE Court, under SB 1338 (Chapter 319, Statutes of 2022), is a new civil court process designed to connect individuals with certain mental health diagnoses over a one-to-two-year process with county behavioral health services under the oversight of the courts. Concerns continue to be highlighted around civil rights, clarity for eligibility, roles between county behavioral health services and courts, fines and penalties imposed by the court, and lack of housing stock to meet the requirements of the client plan. Solano Behavioral Health is working toward implementation by December 1, 2024 and has received \$250,000 in planning funds; however, no additional funds have been identified for ongoing



treatment and the assumption is that CARE Court clients are already a county responsibility and should be absorbed into the network.

Mental Health Services Act (MHSA): Governor Newsom is proposing a modernization of California’s Behavioral Health System that would significantly change MHSA components and expenditure requirements. While Solano Behavioral Health supports any new funding, there is concern that funding may be reduced in current and equally important MHSA investments in prevention and early intervention. The Behavioral Health Expansion and Modernization Proposal is a three-pronged approach that will focus on creating: a general obligation bond for homeless veterans housing and new behavioral health beds and services; amending the MHSA to create a permanent source of housing funding to serve people with acute behavioral health issues, focusing on Full-Service Partnerships for the most seriously ill, and allowing MHSA to be used for people with substance use disorders alone; and placing reforms on the 2024 ballot, exactly 20 years from the MHSA’s passage in 2004, include a New Housing Component requiring counties to dedicate 30% of funding to pay for housing and other community-based residential solutions to provide an ongoing source of funding for new and existing housing and residential settings that are responsive to the diverse needs across the State.

2011 Public Safety Realignment/AB 109 Funding: The Recommended Budget reflects the County’s share of the estimated total AB 109 base and growth funding allocations statewide. The budget recommendation by the Solano Community Corrections Partnership (CCP) includes an estimated allocation of \$18.7 million to fund programs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. AB 109 Growth funding, which is based on statewide revenue estimates, is subject to change pending the final State revenue figures. County staff is continuing to monitor the State allocation of AB 109 funds as departments address the mandated changes resulting from the implementation of 2011 Public Safety Realignment.

Proposition 172 Public Safety Funding: Proposition 172 is a key revenue source for our County Public Safety Departments and is based on ½ cent statewide sales tax funding for Public Safety Services. Proposition 172 is projected at \$50.7 million in the Recommended Budget, representing a reduction from revenues projected at FY2022/23 Midyear. The County is anticipating a decline in Proposition 172 revenue based on changes in the distribution formula, which reflects the recovery of taxable sales in other jurisdictions that were negatively impacted by COVID-19. The County’s share of Proposition 172 revenues was not as negatively impacted by COVID-19, and therefore, while other jurisdictions recover, the County’s share is reduced. Staff is working with HdL, the County’s Sales Tax consultant, to monitor the statewide trend in Proposition 172 funding and will update the Board as necessary during the year.

Juvenile Justice SB 823 - Senate Bill 823 outlines the process for the closure of the Division of Juvenile Justice (DJJ), effective July 1, 2021. As a result, counties have been expected to serve these youths locally. The legislation also included the development of a County Plan, which describes the programs, services, and interventions provided to youths as well as facility and operational changes that will take place at the local juvenile detention facility. The Department will continue to work with the Juvenile Justice Coordinating Council (JJCC), treatment providers, and other stakeholders to meet the needs of this population in detention and in the community.

Property Tax Appeals/Prop 8 Values: As of May 10, 2023, there are 371 active property tax appeals on file with the Clerk of the Board. Property owners can appeal the value enrolled by the Assessor to the local Board of Equalization, the Assessment Appeals Board. The difference between the Assessor’s value and the property owner’s estimate of value is the assessed value “at risk” which is currently \$2.5 billion, over multiple years. The resolution of these appeals may have a significant impact on the County’s property tax revenues. Efforts continue by the Assessor, with assistance from County Counsel, to address and resolve appeals and reduce the number and value of outstanding appeals to address the uncertainty. Nearly 90% of all appeals get resolved without going to hearing.

The recovering real estate market results in a decrease in the number of properties on Proposition 8 status (a temporary reduction in property values below their established Proposition 13 base year value). According to the Solano County Assessor-Recorder’s Office, as of June 30, 2022, 3,968 of the County’s 152,320 assessor parcels remain on Proposition 8 status, compared to 78,000 parcels in 2012.

Fire Risk – The risk of additional fire-related emergencies in Solano County is ongoing. Due to the likelihood of fire danger, it is expected that there will be Public Safety Power Shutoff (PSPS) events in FY2023/24 despite PG&E’s efforts to refine PSPS boundaries and minimize the impacts on its customers. The County continues to focus on resiliency and preparedness for fire-related emergencies. County staff remain ready to respond through the Emergency Operations Center (EOC) should an emergency occur.

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American Rescue Plan Act (ARPA) – The American Rescue Plan Act of 2021 (H.R. 1319) was signed into law on March 11, 2021. Solano County received a one-time direct federal funding allocation under the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program of \$86,949,405 for direct relief in the continued response and recovery to the COVID-19 pandemic. In FY2022/23, following a public outreach and community engagement process, the Board completed its initial allocation of ARPA-SLFRF funds. Over the next year, obligation and expenditure of the funds will be closely monitored to ensure compliance with the U.S. Treasury deadlines and staff will return to the Board with updates and reallocation of funds if necessary.

**SUMMARY OF RECOMMENDATIONS**

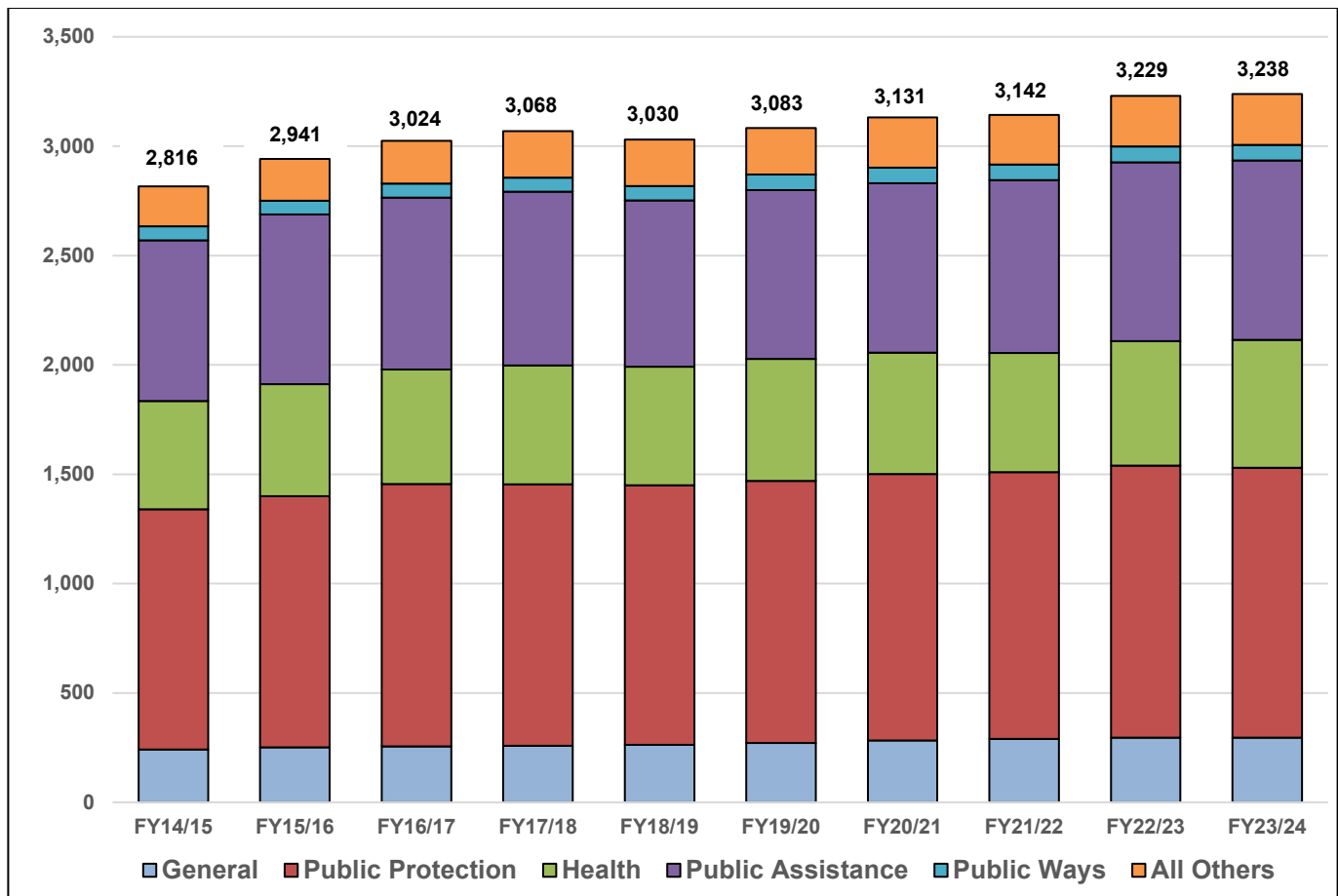
For Board consideration are recommended budgets as outlined in the following pages of this document. In submitting a balanced budget, the County Administrator utilized an available Fund Balance of \$44.3 million as reflected in the FY2022/23 Midyear projection. If the FY2022/23 Midyear projection for Fund Balance is not met, or there is an unanticipated shortfall in the FY2022/23 General Fund operating budget, the County Administrator will prepare additional recommendations for Board consideration in the Supplemental Budget document. However, if the amount of the General Fund's Year-end Fund Balance at June 30, 2023 exceeds the Midyear projections for FY2022/23, 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 FY2023/24 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 \$15 million to Deferred Maintenance/Capital Renewal Reserves.
2. Any amount up to \$15 million to the CalPERS Reserves and/or 115 Trust.
3. Any amount up to \$5 million to General Fund Reserves.

**PERMANENT POSITION ALLOCATION**

The FY2023/24 Recommended Budget reflects a total of 3,238.33 allocated positions, an increase of 9.75 FTE positions when compared to the FY2022/23 Adopted Budget, of which a net 7.75 FTEs were added during FY2022/23 with 2.0 FTE allocations effective July 1, 2023. The net difference of 2.0 FTE resulting from the addition of 9.0 FTE included in the FY2023/24 Recommended Budget, offset by the deletion of 4.0 FTE vacant positions, and 3.0 FTE expiring Limited-Term positions. These changes over the past fiscal year, and the recommended changes in the FY2023/24 Recommended Budget, primarily reflect the County’s continued efforts to align allocated positions with evolving operational requirements and State and federal mandates in public safety, public ways, and the delivery of health and social service programs, and represents a full restoration of the combined workforce from pre-2008 recession levels.

**Permanent Position Allocation by Functional Area: FY2014/15 to FY2023/24**



Function	Staffing Changes During FY2022/23	Additional Staffing Changes for FY2023/24	Total Change from FY2022/23 to FY2023/24
General Government	0.00	1.00	1.00
Public Protection	(7.00)	(2.00)	(9.00)
Health Services	14.05	2.00	16.05
Public Assistance	(1.00)	3.00	2.00
Public Ways	0.00	0.00	0.00
All Others	(0.30)	0.00	(0.30)
<b>ALL FUNCTIONS</b>	<b>5.75</b>	<b>4.00</b>	<b>9.75</b>

# Permanent Position Summary

## Bill Emlen, County Administrator

Historically, the total number of Full Time Equivalent (FTE) positions has increased and decreased to reflect changing economic conditions and evolving operational requirements. The 3,238.33 allocated FTEs reflected in the FY2023/24 Recommended Budget now exceeds the total pre-recession allocations. The workforce in FY2008/09 was 3,113.80 allocated positions and declined to a low of 2,497.30 positions in the beginning of FY2011/12 as the County grappled with the financial effects of the Great Recession and the collapse of the local housing market and related revenue streams. The Board offered three rounds of early retirement incentives that resulted in 149 positions being eliminated, and by the end of FY2011/12, a total of 190 filled positions had been eliminated and a net of 277.54 vacant positions were deleted, resulting in a reduced level of services provided to the public and the organization.

The following chart reflects areas of government where workforce changes have occurred as compared to FY2008/09. In Public Protection, the position allocations for Child Support Services and Probation have not returned to pre-recession levels. Funding from the federal and State government for Child Support Services has remained relatively flat, resulting in continuous downsizing, mostly through attrition. Probation's workforce declined during the Great Recession and 2011 Realignment resulted in other service delivery changes. Staffing has been added over the last five years in many of the other departments; however, most of the increased staffing is due to new or expanded requirements of the County due to public safety realignment, contracted or grant funded services, and the additional staffing necessary for changes in the jail population, and changes in State and federal programs/regulations.

Public Assistance staffing in the Department of Health and Social Services (H&SS) has increased since FY2008/09 due to new responsibilities under the Affordable Care Act (ACA), more stringent requirements for performance-based outcomes and quality improvement and expanded services for California's growing aging and disabled population. Family Health Services has expanded primarily due to the expansion of Medi-Cal in Covered California and the Affordable Care Act (ACA) and increases in demand for Primary Care Health Services under the Federally Qualified Health Care (FQHC) model. The increase in Health Services is primarily due to additional federal and State revenues received for COVID-19 response efforts and funding received to strengthen the Public Health workforce.

The General Government area did not experience as much of a decline in staffing but the Tax Collector/County Clerk, Treasurer and Assessor, have automated processes to manage increased activities and transactions, and streamline the delivery of services. In the All Others area, Public Works and the County Library have dedicated revenue streams that declined during the Great Recession and are slowly recovering.

### WORKFORCE CHANGES SINCE FY2008/09

	FY2008/09 Adopted	FY2023/24 Recm'd	Change from FY08/09 to FY23/24		FY2008/09 Adopted	FY2023/24 Recm'd	Change from FY08/09 to FY23/24
<b>PUBLIC PROTECTION</b>	<b>1,241.50</b>	<b>1,234.50</b>	<b>(7.00)</b>	<b>GENERAL GOVERNMENT</b>	<b>288.00</b>	<b>296.00</b>	<b>8.00</b>
District Attorney	140.50	141.25	0.75	Board of Supervisors	10.00	15.00	5.00
Child Support Services	120.00	79.00	(41.00)	County Administrator	18.00	20.00	2.00
Public Defender	68.00	74.00	6.00	Employment Dev & Training	1.00	3.00	2.00
Public Defender - Alternate	21.00	24.25	3.25	General Services	106.00	97.00	(9.00)
Sheriff	513.00	556.00	43.00	Assessor	45.00	49.00	4.00
Probation	255.00	227.00	(28.00)	Auditor/Controller	35.00	38.00	3.00
Office of Family Violence Prev	5.00	6.00	1.00	Tax Collector/County Clerk	14.00	12.00	(2.00)
Agricultural Commissioner	23.00	28.00	5.00	Treasurer	4.00	3.00	(1.00)
Animal Care Services	16.00	29.00	13.00	County Counsel	21.00	21.00	0.00
Recorder	19.00	13.00	(6.00)	Delta Water Activities	0.00	2.00	2.00
Resource Management	61.00	57.00	(4.00)	Human Resources	19.00	26.00	7.00
<b>PUBLIC ASSISTANCE</b>	<b>726.50</b>	<b>819.50</b>	<b>93.00</b>	Registrar of Voters	12.00	9.00	(3.00)
First 5 Solano Children & Families	8.00	7.00	(1.00)	Real Estate Services	3.00	1.00	(2.00)
Veterans Services	6.00	8.00	2.00	<b>ALL OTHERS</b>	<b>352.73</b>	<b>303.63</b>	<b>(49.11)</b>
H&SS Administration	88.00	109.00	21.00	Public Works	75.50	72.00	(3.50)
Social Services	624.50	695.50	71.00	Library	141.48	128.93	(12.56)
<b>HEALTH SERVICES</b>	<b>505.08</b>	<b>584.70</b>	<b>79.62</b>	Cooperative Education	3.25	0.00	(3.25)
In-Home Supportive Services	6.00	5.00	(1.00)	Parks and Recreation	9.00	8.00	(1.00)
Behavioral Health	255.28	241.05	(14.23)	Risk Management	16.00	7.70	(8.30)
Family Health Services	72.80	156.40	83.60	Dept. of IT	56.00	74.00	18.00
Health Services	171.00	182.25	11.25	Reprographics	4.50	0.00	(4.50)
				Fouts Springs Youth Facility	30.00	0.00	(30.00)
				Fleet Management	12.00	10.00	(2.00)
				Airport	5.00	3.00	(2.00)

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

	Difference from FY16/17 Adopted to FY17/18 Adopted	Difference from FY17/18 Adopted to FY18/19 Adopted	Difference from FY18/19 Adopted to FY19/20 Adopted	Difference from FY19/20 Adopted to FY20/21 Adopted	Difference from FY20/21 Adopted to FY21/22 Adopted	Difference from FY21/22 Adopted to FY22/23 Adopted	Difference from FY22/23 Adopted to FY23/24 Recm'd	Net Difference from FY16/17 Adopted to FY23/24 Recm'd
General Government	3.00	4.00	9.00	11.25	7.00	5.00	1.00	40.25
Public Protection	(4.50)	(9.50)	13.00	19.50	1.25	24.25	(9.00)	35.00
Public Ways	0.00	2.00	5.00	0.00	0.00	1.00	0.00	8.00
Health Services	20.30	(1.60)	15.40	(3.25)	(9.00)	23.00	16.05	60.90
Public Assistance	8.50	(33.50)	10.00	4.25	15.00	27.50	2.00	33.75
Education	8.80	0.00	1.25	7.43	0.00	0.00	(0.30)	17.18
Recreation	0.00	0.00	0.00	0.00	0.00	1.00	0.00	1.00
All Others	8.40	0.00	0.00	8.00	(3.00)	5.00	0.00	18.40
<b>TOTAL</b>	<b>44.50</b>	<b>(38.60)</b>	<b>53.65</b>	<b>47.18</b>	<b>11.25</b>	<b>86.75</b>	<b>9.75</b>	<b>214.48</b>

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

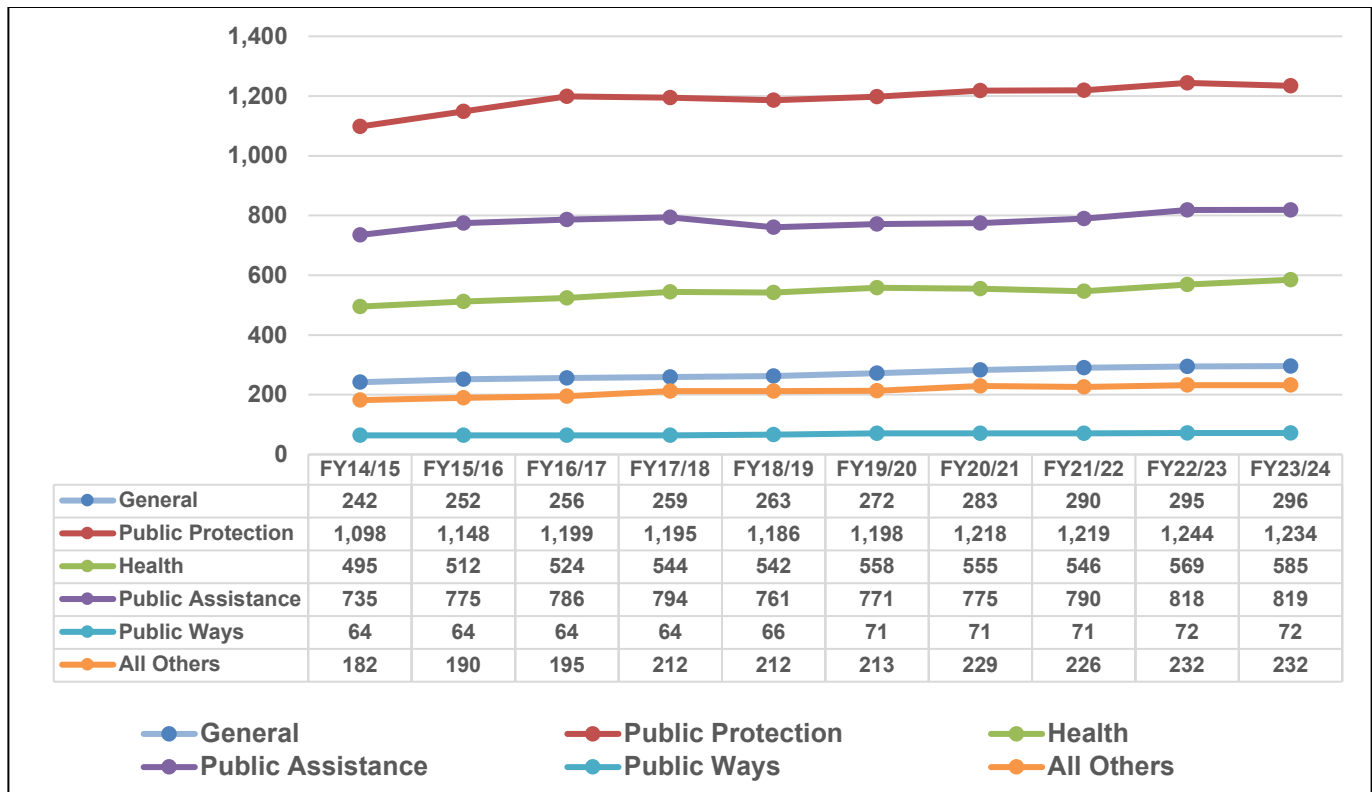
- In FY2011/12, as the County was struggling to stabilize from the economic downturn, the State, with its own financial challenges, took actions to realign a variety of public safety and health programs to the counties. The most significant of those changes was the 2011 Public Safety Realignment legislation (AB 109) and the State Budget Act of 2011 (AB 118), which realigned to local government specific inmate populations, post incarceration supervision, and most human services programs, including mental health programs. Funding from the State to local government to hire staff to address increased responsibilities in impacted departments was approved and changes were made to the Sheriff, Probation, District Attorney, Public Defender, and Health and Social Services, adding staff in FY2011/12.
- In FY2012/13, there were additional staffing increases related to public safety realignment and in H&SS as the County prepared to open Federally Qualified Health Centers (FQHCs) in Vacaville in the fall of 2012 and addressed program changes resulting from the Affordable Care Act (ACA).
- The FY2013/14 Adopted Budget included additional staff related to these programs and staffing in preparation for the initial phase of the new Stanton Correctional Facility.
- In FY2014/15, the need to meet State and federal work participation rates in the Welfare to Work (or CalWORKs) program required additional resources.
- In FY2015/16, positions were included to support increased growth of the county's aging population, a more complex State/federal financial structure requiring intensive quality assurance, and additional accountability based on performance.
- In FY2016/17, additional positions were included to support increases in security services at the Court and County campuses, and additional correctional officers for those out on extended leave and grant funded positions. Additional staffing was added to the FQHCs to meet increased demand for services resulting from the ACA California expansions, and to address services needed for the county's aging population.
- FY2017/18 included a continuation of increased demand in the FQHCs, 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 expanded use of technology and customer service demands.
- FY2018/19 reflected a reduction in social services' caseloads accompanied by reductions in State funding; and a reduction in public protection resulting from departmental operational changes and/or State funding that was flat and expirations of grants.

## Permanent Position Summary

### Bill Emlen, County Administrator

- FY2019/20 included a restoration of Public Works staffing to address increased workload demands associated with the passage of the 2017 Road Repair Accountability Act (SB 1) and need to address deferred maintenance; the District Attorney and Public Defender saw new mandates from SB 1437; Behavioral Health and Health Services experienced an increase in staffing to address mental health and family health services demands in the mental health outpatient clinics and primary care clinics; and the County became the administrator of the Napa/Solano Area Agency on Aging.
- FY2020/21 reflected decreases in Health Services and the Department of Child Support Services, offset by increases in several departments related to operational changes, the LNU Fire recovery, COVID-19 response efforts, and increases in workload.
- FY2021/22 reflected increases in General Government related to operational changes and in Social Services due to increases in workload, offset by decreases in the FQHCs to reducing the deficit on a gradual basis and in the Department of Information Technology due to changing nature of information technology work.
- FY2022/23 reflected increases to address operational changes, mandated programs and increased workload demands in the areas of public safety, mental health and health services and public assistance.
- FY2023/24 Recommended Budget continues to reflect gradual staffing increases related to operational changes, mandated programs, and changes in workload. Additional information regarding detailed justification and funding for individual positions are included in the budget units associated with each position.

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



**FY2023/24 POSITION ADDITIONS AND DELETIONS**

The Position Allocation List is a fluid document and recommendations are subject to change based on changes to revenue, including grants, and changes in State and federal funding and mandates. The Director of Human Resources may administratively create Limited-Term positions to backfill for employees on medical or military leave, retiring/separating from the County, or for transition purposes so a pending retiree can train their replacement. Expirations for Limited-Term positions and other administrative actions are delegated to the Director of Human Resources and the County Administrator by the Board.

The County Administrator's Office's FY2023/24 Recommended Budget reflects a net increase of 9.75 FTE positions. This is the net result of 5.75 FTE positions added during FY2022/23, 2.0 FTE positions added in FY2022/23 but effective July 1, 2023 and 9.0 new FTE positions, the deletion of 4.0 FTE vacant positions and 3.0 FTE expiring Limited-Term positions for consideration as part of the FY2023/24 Budget.

The Recommended Budget includes the net increase of 9.75 FTE positions (effective July 9, 2023, unless otherwise noted), including 9.0 FTE new positions in the following departments:

**GENERAL GOVERNMENT**

**1100 – County Administrator** – *Operational changes; offset with County General Fund*

- 1.0 FTE Economic Development Officer (TBD), with an effective date of TBD

**PUBLIC PROTECTION**

**6530 – District Attorney** – *Operational changes; offset with Prop 172 funding and County General Fund*

- 1.0 FTE Chief Deputy District Attorney

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

- 1.0 FTE Chief Deputy Public Defender

**6650 – Probation** – *Operational changes; offset with Youthful Offender Block Grant (YOBG) revenue*

- 1.0 FTE Legal Procedures Clerk (Senior)

**HEALTH AND SOCIAL SERVICES**

**7501 – H&SS Administration** – *Expansion of Behavioral Health programs, offset with 1991/2011 Realignment and MHSA revenues*

- 1.0 FTE Staff Analyst

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

- 1.0 FTE Deputy Public Administrator / Public Guardian / Public Conservator
- 2.0 FTE Appeals Specialists, Limited-Term through June 30, 2025

**OTHER FUNDS**

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

- 1.0 FTE Librarian

## Permanent Position Summary Bill Emlen, County Administrator

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The Recommended Budget includes the deletion of 4.0 vacant FTE positions, which are either not funded or no longer meet the organizational needs of the County. Additionally, 3.0 FTE Limited-Term positions funded with one-time funding will expire on June 30, 2023 and are not included in the FY2023/24 Recommended Budget. These changes do not include the positions deleted throughout FY2022/23. The positions not included in the FY2023/24 Recommended Budget are as follows:

### **PUBLIC PROTECTION**

#### **6530 – Public Defender – Operational changes**

- 2.0 FTE Deputy Public Defender (Supervising) (TBD)
- 1.0 FTE Public Defender IV, Limited-Term to expire June 30, 2023
- 1.0 FTE Paralegal, Limited-Term to expire June 30, 2023

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

- 1.0 FTE Legal Procedures Clerk

### **HEALTH AND SOCIAL SERVICES**

#### **7680 – Social Services – Operational changes**

- 1.0 FTE Project Manager, Limited-Term (project) to expire June 30, 2023

### **OTHER FUNDS**

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

- 1.0 FTE Library Assistant

The County Administrator's Office is recommending the following departmental position reclassifications and transfers resulting from departmental operational changes and/or departmental reorganizations for approval in the FY2023/24 Recommended Budget.

### **HEALTH AND SOCIAL SERVICES**

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

- Reclassify 1.0 FTE Health Services Program Manager (TBD) to 1.0 FTE Health Services Program Manager (Senior) (TBD)
- Transfer 1.0 FTE Health Education Specialist from Tobacco Prevention and Education Program (BU 7951) to Health Services (BU 7880)

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

- Reclassify 1.0 FTE Clerical Operations Supervisor to 1.0 FTE Office Supervisor (TBD)



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

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As of April 21, 2023, the Board approved and/or authorized a net of 3,234.33 position allocations.

The following table summarizes the position allocation changes requested since FY2022/23 Adopted Budget.

Net of Prior Actions by Board and Human Resources during FY2022/23 and authorized as of April 21, 2023	5.75
Net of Prior Actions by Board during FY2022/23 and effective July 1, 2023	2.00
Added in Recommended Budget	9.00
Deleted in Recommended Budget	(4.00)
Expiring Limited-Term	<u>(3.00)</u>
<b>Net Allocation Position Changes</b>	<b>9.75</b>

**Position Allocation List**

Allocated Positions in FY2022/23 Adopted Budget	3,228.58
Net Allocated Position Changes	<u>9.75</u>
Allocated Positions Recommended in FY2023/24 Budget	<b>3,238.33</b>

The *Permanent Position Summary* on the following pages is a digest of changes for each department from FY2018/19 through the Recommended Budget, including identifying changes occurring during FY2022/23.

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

**PERMANENT POSITION SUMMARY**

FY2018/19 Adopted Budget	FY2019/20 Adopted Budget	FY2020/21 Adopted Budget	FY2021/22 Adopted Budget	FY2022/23 Adopted Budget	FY2022/23 As of 4/21/2023	FY2023/24 Recm'd Budget	Difference Recm'd vs Adopted
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**GENERAL GOVERNMENT**

1000	Board of Supervisors	14.75	14.75	15.00	15.00	15.00	15.00	15.00	0.00
1100	County Administrator	16.00	17.00	18.00	18.00	19.00	19.00	20.00	1.00
1103	Employee Development & Training	3.00	3.00	3.00	3.00	4.00	3.00	3.00	(1.00)
1117	General Services	88.00	92.00	93.00	95.00	97.00	97.00	97.00	0.00
1150	Assessor	40.00	40.00	49.00	49.00	48.00	49.00	49.00	1.00
1200	Auditor/Controller	35.00	37.00	37.00	38.00	38.00	38.00	38.00	0.00
1300	Tax Collector/County Clerk	12.00	12.00	12.00	13.00	13.00	12.00	12.00	(1.00)
1350	Treasurer	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
1400	County Counsel	20.00	20.00	20.00	21.00	21.00	21.00	21.00	0.00
1450	Delta Water Activities	1.00	1.00	1.00	2.00	2.00	2.00	2.00	0.00
1500	Human Resources	20.00	22.00	22.00	23.00	25.00	26.00	26.00	1.00
1550	Registrar of Voters	9.00	9.00	9.00	9.00	9.00	9.00	9.00	0.00
1640	Real Estate Services	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total General Government</b>		<b>262.75</b>	<b>271.75</b>	<b>283.00</b>	<b>290.00</b>	<b>295.00</b>	<b>295.00</b>	<b>296.00</b>	<b>1.00</b>

**PUBLIC PROTECTION**

6500	District Attorney	133.00	139.00	143.00	142.25	142.25	140.25	141.25	(1.00)
2480	Dept. of Child Support Services	95.00	93.00	90.00	85.00	85.00	79.00	79.00	(6.00)
6530	Public Defender	66.50	71.00	72.00	74.00	77.00	77.00	74.00	(3.00)
6540	Public Defender - Alternate	20.50	24.00	24.00	24.00	24.25	24.25	24.25	0.00
4052	Vehicle Theft & Investigation Recovery	2.00	2.00	2.00	2.00	1.00	2.00	2.00	1.00
6550	Sheriff	531.00	532.00	548.00	552.00	555.00	554.00	554.00	(1.00)
6650	Probation	219.50	218.50	218.00	219.00	227.00	227.00	227.00	0.00
5500	Office of Family Violence Prevention	3.00	3.00	3.00	4.00	4.00	6.00	6.00	2.00
2830	Agricultural Commissioner	23.00	24.00	26.00	23.00	28.00	28.00	28.00	0.00
2850	Animal Care Services	28.00	27.00	26.00	26.00	29.00	29.00	29.00	0.00
2909	Recorder	14.00	14.00	14.00	14.00	14.00	13.00	13.00	(1.00)
2910	Resource Management	50.00	51.00	52.00	54.00	57.00	57.00	57.00	0.00
<b>Total Public Protection</b>		<b>1185.50</b>	<b>1198.50</b>	<b>1218.00</b>	<b>1219.25</b>	<b>1243.50</b>	<b>1236.50</b>	<b>1234.50</b>	<b>(9.00)</b>

**PUBLIC WAYS**

3010	Public Works	66.00	71.00	71.00	71.00	72.00	72.00	72.00	0.00
<b>Total Public Ways</b>		<b>66.00</b>	<b>71.00</b>	<b>71.00</b>	<b>71.00</b>	<b>72.00</b>	<b>72.00</b>	<b>72.00</b>	<b>0.00</b>

**HEALTH SERVICES**

7690	In-Home Supportive Services	5.00	5.00	5.00	5.00	5.00	5.00	5.00	0.00
7950	Tobacco Prevention & Education	2.00	2.00	2.00	2.00	2.00	2.00	1.00	(1.00)
7780	Behavioral Health	206.00	216.25	216.25	216.25	229.25	239.05	241.05	11.80
7580	Family Health Services (1)	0.00	0.00	170.15	152.40	156.40	156.40	156.40	0.00
7880	Health Services (1)	329.50	334.65	161.25	170.00	176.00	180.25	181.25	5.25
<b>Total Health Services</b>		<b>542.50</b>	<b>557.90</b>	<b>554.65</b>	<b>545.65</b>	<b>568.65</b>	<b>582.70</b>	<b>584.70</b>	<b>16.05</b>

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

FY2018/19	FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2022/23	FY2023/24	Difference
Adopted	Adopted	Adopted	Adopted	Adopted	As of	Recm'd	Recm'd
Budget	Budget	Budget	Budget	Budget	4/21/2023	Budget	vs
							Adopted

**PUBLIC ASSISTANCE**

1530	First 5 Solano Children & Families	7.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00
5800	Veterans Services	6.00	6.00	6.00	6.00	8.00	8.00	8.00	0.00
7501	H&SS Administration	95.00	106.00	106.00	108.00	108.00	108.00	109.00	1.00
7680	Social Services	652.75	651.75	656.00	669.00	694.50	693.50	695.50	1.00
<b>Total Public Assistance</b>		<b>760.75</b>	<b>770.75</b>	<b>775.00</b>	<b>790.00</b>	<b>817.50</b>	<b>816.50</b>	<b>819.50</b>	<b>2.00</b>

**EDUCATION**

6300	Library	120.55	121.80	129.23	129.23	129.23	128.93	128.93	(0.30)
<b>Total Education</b>		<b>120.55</b>	<b>121.80</b>	<b>129.23</b>	<b>129.23</b>	<b>129.23</b>	<b>128.93</b>	<b>128.93</b>	<b>(0.30)</b>

**RECREATION**

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

**OTHER FUNDS**

1830	Risk Management	7.70	7.70	7.70	8.70	7.70	7.70	7.70	0.00
1870	Dept. of Information Technology	64.00	64.00	72.00	68.00	74.00	74.00	74.00	0.00
3100	Fleet Management	10.00	10.00	10.00	10.00	10.00	10.00	10.00	0.00
9000	Airport	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
<b>Total Other Funds</b>		<b>84.70</b>	<b>84.70</b>	<b>92.70</b>	<b>89.70</b>	<b>94.70</b>	<b>94.70</b>	<b>94.70</b>	<b>0.00</b>

<b>TOTAL COUNTY ALLOCATION</b>	<b>3029.75</b>	<b>3083.40</b>	<b>3130.58</b>	<b>3141.83</b>	<b>3228.58</b>	<b>3234.33</b>	<b>3238.33</b>	<b>9.75</b>
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(1) In FY2020/21, Family Health Services became a separate Division within the Department of H&SS. Prior to FY2020/21, Family Health Services was included in BU 7880 - Health Services.

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**SOLANO COUNTY STATISTICAL PROFILE**

The County of Solano is strategically located along Interstate 80 between San Francisco and Sacramento. As one of California’s original 27 counties, Solano County is rich in history and offers many resources to the public and the business community. In addition to the unincorporated area, the County serves seven cities: Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo. Solano County is comprised of 913 total square miles, including 675 square miles of rural and farmlands, 150 square miles of urban land area, including cities and unincorporated areas, and 84 square miles of water.

The County provides the following services:

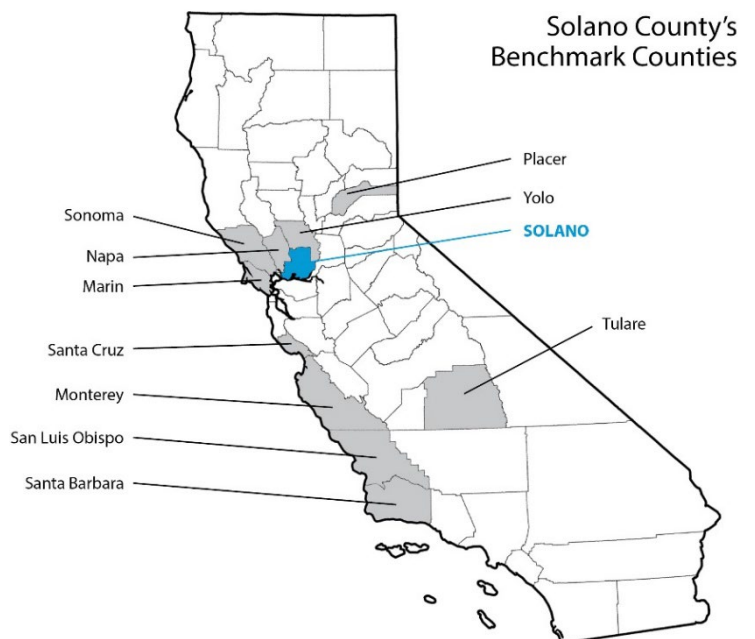
- Libraries (as contract services for cities)
- Jails and Juvenile Facilities
- Probationary Supervision
- District Attorney
- Public Defender and Alternative Defense
- Grand Jury
- Coroner and Forensic Services
- Airport
- Family Support Collection
- Public Health and Behavioral Health Services
- Dental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

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

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



# Solano County Statistical Profile

## Bill Emlen, County Administrator

- Similar to Solano County in population – two with higher population and eight with lower population.
- A total population of more than 125,000 but less than 525,000.
- All include both suburban and rural environments.
- None contain a city with more than 300,000 in population.
- Seven are coastal or Bay Area counties.
- Most have similar land use challenges facing Solano County.

### COUNTY POPULATION OVER TIME

The California Department of Finance’s May 1, 2023 estimate of the population of Solano County is 443,749, decreasing by 2,132 residents or (-0.5%) when compared to 2022 (Chart A). Of California’s 58 counties, Solano County ranks number 19 in terms of population size. Three of Solano County’s seven cities experienced a gain in population and four experienced a decline in population between 2022 and 2023, with the single largest percentage gain in Rio Vista at +72 (0.7%) and the single largest decline in Vallejo at -1,496 (or -1.2%).

California’s population estimate was 38.94 million as of May 1, 2023, a 0.4% decrease from 2022, per the California Department of Finance. California, the nation’s most populous State, represents 12% of the nation’s population, or one out of every eight persons. Solano County’s population represents 1.14% of the State population.

When you look at the County population over the past 23 years, the rate of growth nearly doubled between 2010 and 2020 when compared to 2000 to 2010 but shows a decline between 2022 and 2023. See Chart B below for figures.

**CHART A: SOLANO COUNTY POPULATION CHANGE FROM 2022 TO 2023**

AREA	2022 POPULATION	2023 POPULATION	DIFFERENCE	PERCENTAGE
COUNTY TOTAL	445,881	443,749	(2,132)	-0.5
Benicia	26,500	26,180	(320)	-1.2
Dixon	18,977	19,018	41	0.2
Fairfield	119,054	119,526	472	0.4
Rio Vista	9,916	9,988	72	0.7
Suisun City	28,809	28,471	(338)	-1.2
Vacaville	101,240	100,806	(434)	-0.4
Vallejo	123,154	121,658	(1,496)	-1.2
Unincorporated	18,231	18,102	(129)	-0.7

**CHART B: SOLANO COUNTY POPULATION CHANGE FROM 2000 TO 2020, 2022 TO 2023**

	2000	2000 to 2010		2010	2010 to 2020		2022	2023	Difference
Benicia	26,865	132	0.5%	26,997	-2	0.0%	26,500	26,180	-1.2
Dixon	16,103	2,248	14.0%	18,351	743	4.0%	18,977	19,018	0.2
Fairfield	96,178	9,143	9.5%	105,321	15,100	14.3%	119,054	119,526	0.4
Rio Vista	4,571	2,789	61.0%	7,360	2,601	35.3%	9,916	9,988	0.7
Suisun City	26,118	1,993	7.6%	28,111	1,155	4.1%	28,809	28,471	-1.2
Vacaville	88,625	3,803	4.3%	92,428	8,858	9.6%	101,240	100,806	-0.4
Vallejo	116,760	-818	-0.7%	115,942	8,468	7.3%	123,154	121,658	-1.2
Unincorporated	19,322	-488	-2.5%	18,834	-303	-1.6%	18,231	18,102	-0.7
Solano County	394,542	18,802	4.8%	413,344	36,620	8.9%	445,881	443,749	<b>-0.5</b>

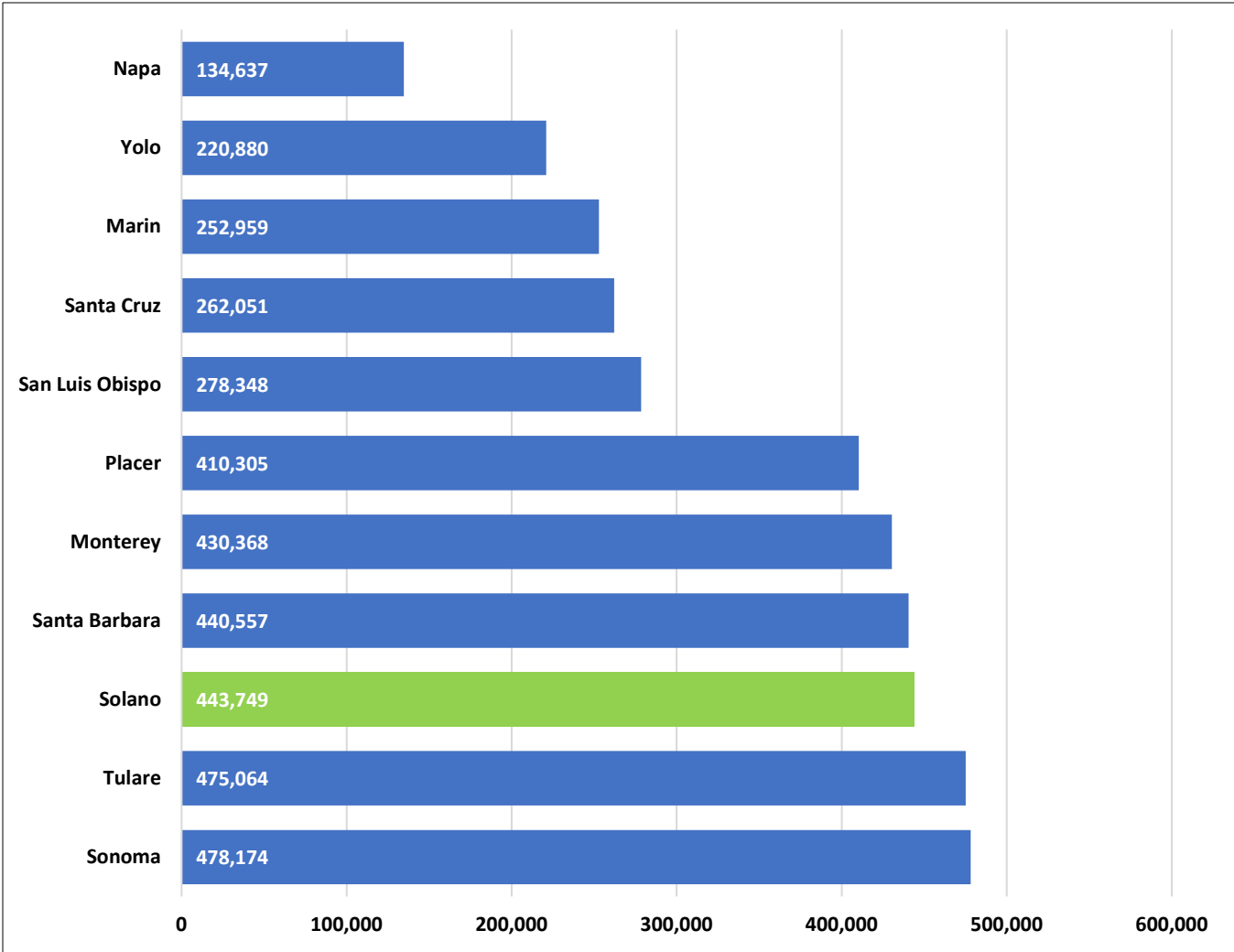
Chart A and Chart B Source: U.S. Census Bureau; California Department of Finance, Demographic Research Unit, May 2023

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

As of May 2023, California’s population contracted by -0.4%, with 138,443 fewer residents per the California Department of Finance. Among the ten comparable benchmark counties, only two Counties added residents: Placer and Tulare. Solano County contracted at a modest rate with 2,132 fewer residents, or about -0.5% of the County’s total population. Santa Cruz County lost the greatest number of residents among the comparable Counties, when comparing overall percentage of the population, losing 2,861 residents (or -1.1%) of the County’s total population.

The table below shows the population of the ten benchmark Counties, including Solano County, and their total population as of May 2023. Solano County remains the third largest County based on population, just behind Tulare and Sonoma Counties. Solano County passed Santa Barbara County in 2022, moving from the fourth spot to number three.

**CHART C: POPULATION OF BENCHMARK COUNTIES / POPULATION GROWTH AND PERCENTAGE, 2023**



*Source: California Department of Finance, Demographic Research Unit, May 2023*

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

**SNAPSHOT – SOLANO AT A GLANCE, DEMOGRAPHICS**

EDUCATIONAL ATTAINMENT

Per the 2022 Index of Economic and Community Progress, Solano County's graduation rate (88.8%) increased by 3.0 percentage points in 2021/22 (the latest data available) from the previous academic year (85.8%), placing it above the State of California's graduation rate of 87.0%. Per the 2017-2021 American Community Survey, 25.8% of Solano County residents age 25 years and older have attended some college and 27.9% have earned either an associates and/or a bachelor's degree, 7.4 percentage points lower than the State average of 35.3%. Solano County residents age 25 and older with a post graduate degree is 9.0% in the 2017-21 data from Census Bureau, 4.4 percentage points less than the State average of 13.4%.

AGE GROUP BY POPULATION

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

Approximately 22.3% of all people living in Solano County are ages below 18 years. This closely mirrors the State percentage of 22.8%, a difference of 0.5 percentage points.

More than half (61.8%) of Solano County's total population is comprised of residents between 18 and 64 years of age (the traditional, labor-force participation age range). This is lower (1.0 percentage point) than the State of California's average of 62.8% of the total population.

In Solano County, individuals age 65 years and older represent approximately 15.9% of the total population, down by 0.2 percentage points from 2020. In the State of California, this age demographic makes up approximately 14.4% of the total population.

RACE IDENTIFICATION

The California Department of Finance generates population projections for all counties in California. This research suggests that Solano County will be increasingly more diverse over time to 2050.

By the end of 2023 (the latest data available from Census Bureau), preliminary predictions indicate that Solano County will be approximately 38.6% White, 26.5% Hispanic, 14.2% African American, 13.9% 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 below.

**CHART D: RACE/ETHNICITY COMPOSITION OF SOLANO COUNTY RESIDENTS, 2022 – 2030 ESTIMATES**

<b>Ethnic Composition of Solano County Residents</b>	<b>2023 Population Estimates (year-end)</b>	<b>2025 Population Estimates</b>	<b>2030 Population Estimates</b>
White, non-Hispanic	38.6%	38.4%	37.7%
Hispanic or Latino	26.5%	26.8%	27.4%
African American, non-Hispanic	14.2%	14.3%	14.4%
Asian, non-Hispanic	13.9%	13.8%	13.4%
Mixed Race, non-Hispanic	6.8%	6.7%	7.1%

Sources: (1) California Department of Finance, May 2023  
 (2) The 2022 Index of Economic and Community Progress



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

According to the California Department of Finance’s May 2023 City/County Population Estimates, statewide 82.7% of California residents live in incorporated cities and 17.3% in unincorporated areas. In contrast, 95.9% 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 913 square miles, of which 84 square miles is covered with water. The San Pablo Bay, Suisun Bay, the Carquinez Straits, and the Sacramento River provide the County with natural borders to the south and east. Rich agricultural land lies in the northern area of the County while rolling hills are part of the southern area. Approximately 62% of the County land area is comprised of farmland.

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

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

**CHART E: COMPARISON OF LAND AREA, POPULATION DENSITY AND DISTRIBUTION IN BENCHMARK COUNTIES**

Total square miles, land and water			Persons per square mile		Percent of residents living in unincorporated areas	
COUNTY	LAND	WATER	COUNTY	PERSONS	COUNTY	PERCENT
Tulare	4,824	15	<b>Solano</b>	<b>489</b>	Santa Cruz	48.6%
Monterey	3,322	449	Santa Cruz	432	San Luis Obispo	43.5%
San Luis Obispo	3,304	311	Marin	306	Santa Barbara	31.3%
Santa Barbara	2,737	1,052	Placer	273	Tulare	28.2%
Sonoma	1,576	192	Sonoma	270	Sonoma	27.4%
Placer	1,404	98	Yolo	216	Placer	27.3%
Yolo	1,015	9	Napa	162	Marin	26.1%
<b>Solano</b>	<b>829</b>	<b>84</b>	Santa Barbara	116	Monterey	24.2%
Napa	789	40	Monterey	114	Napa	17.2%
Marin	520	308	Tulare	98	Yolo	15.9%
Santa Cruz	445	162	San Luis Obispo	77	<b>Solano</b>	<b>4.1%</b>

*Source: U.S. Census Bureau, California Department of Finance, Demographic Research Unit, May 2023*

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

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

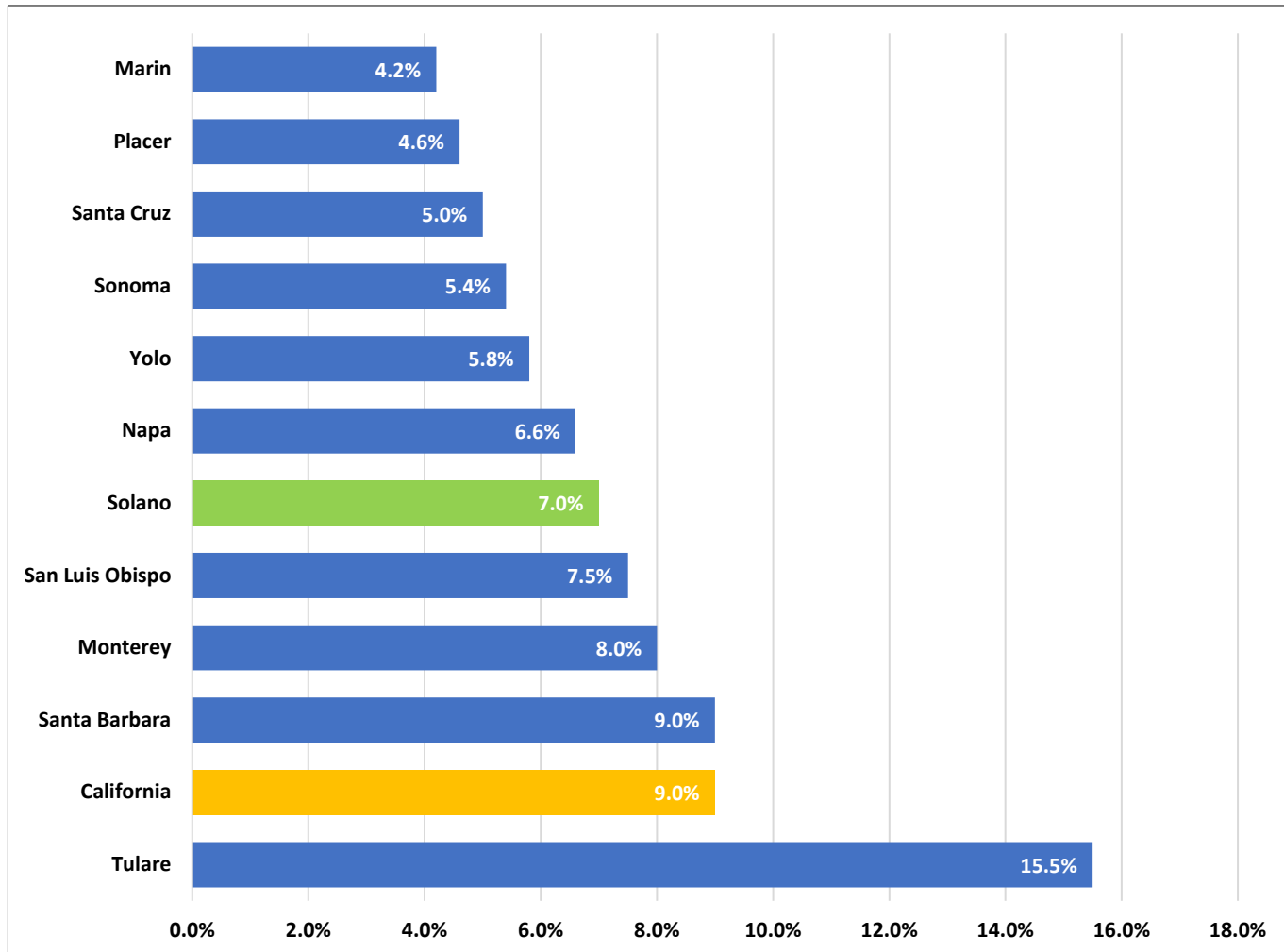
The U.S. Census Bureau defines the poverty threshold for an average family of four living in the United States (48 contiguous states and the District of Columbia, not including Alaska and Hawaii) as having a median annual family income of \$70,784 or less for calendar year 2023. The average median annual family income for families of four living in Solano County is \$87,770.

Per the 2017-2021 American Community Survey by the U.S. Census Bureau, the latest date the data is available, 7% of all families are living at or below the federal poverty level in Solano County. This estimate compares to 9.9% of all people, 4.6% of married couples and 13.1% of people under the age of 18 living under the federal poverty level in Solano County. The poverty rate was the highest, estimated at 15.6%, among households with only a female householder and no spouse present.

The number of all families living at or below the poverty level varies considerably among Solano County’s seven cities, including Benicia, 5.1% or 1,335 people; Dixon, 10% or 1,902 people; Fairfield, 7.5% or 8,964 people; Rio Vista, 11.1% or 1,109 people; Suisun City, 9.2% or 2,619 people; Vacaville, 5.9% or 5,947 people, and Vallejo, 9.8% or 11,922 people.

Solano County is positioned seventh on the bar chart below when compared to benchmark counties, with four counties having higher family poverty rates, including San Luis Obispo, Monterey, Santa Barbara and Tulare, and six counties with lower family poverty rates, including Marin, Placer, Santa Cruz, Sonoma, Yolo and Napa. Solano County is 2% lower than the statewide average for all families living at or below the poverty level.

**CHART F: PERCENTAGE OF FAMILIES IN POVERTY IN BENCHMARK COUNTIES**



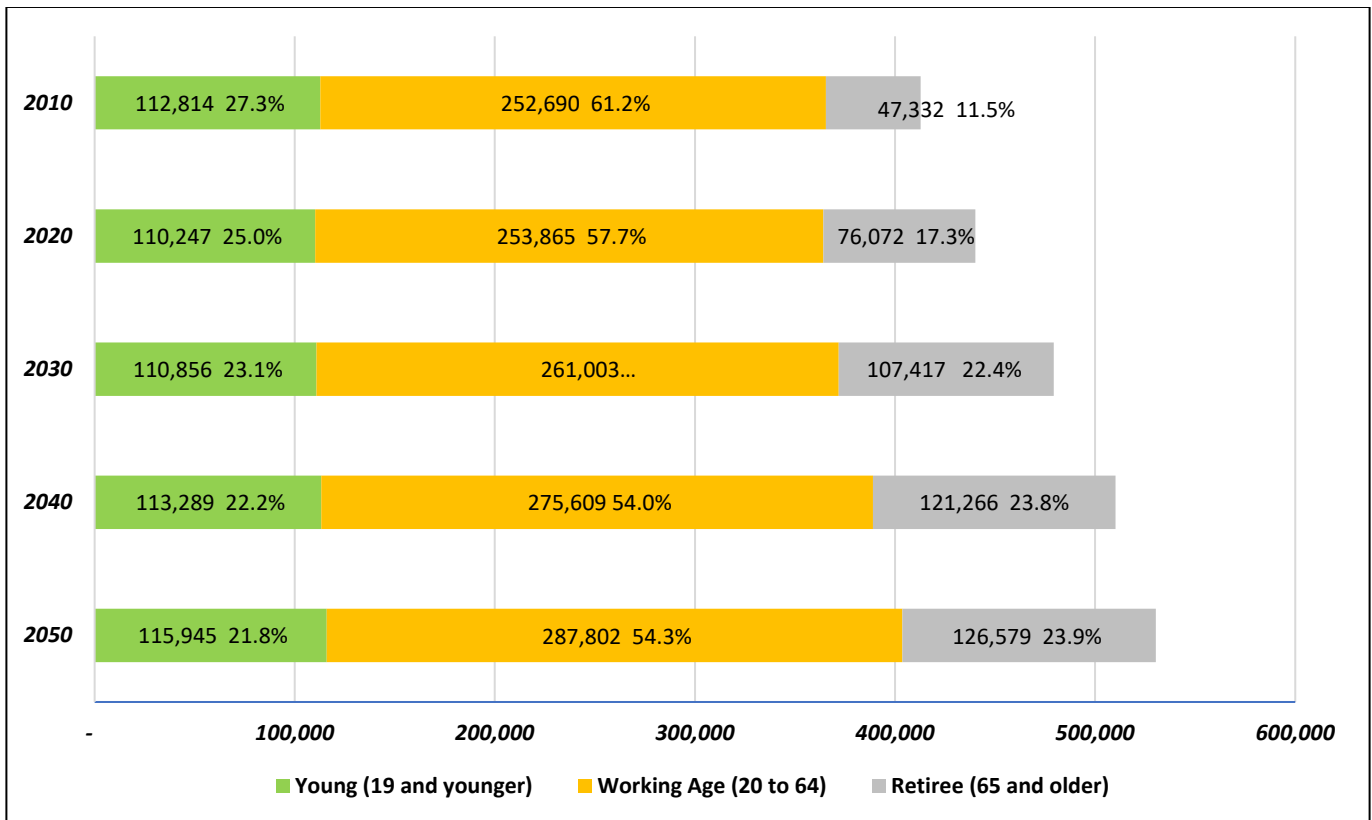
Source: U.S. Census Bureau, 2017-2021 American Community Survey

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

Solano County’s population is projected to grow from 412,836 in 2010 to 530,326 or 28.5% by 2050, according to projections by the U.S. Census’ American Community Survey (2017-2021). The composition of this population is expected to shift significantly over the next 30 years, with the median age increasing from 37.5 in 2010 to 42.3 in 2050. The aging population will likely affect the types of service demands placed on the County and may impact statewide and regional planning efforts.

One way to evaluate this population change is to analyze the dependency ratio, which examines the population changes in relationship to the traditional working age population of individuals between age 19 to 64. In 2010, for every 6.2 people in the County workforce there were 2.6 children and 1.2 retirees. By 2050, the young population (19 and younger) is expected to increase slightly by 3,131 or 2.8%; the working age population will increase by 35,112 or 13.9%; and retiree population by 79,247 or 167.4%. The Department of Finance projects more people will be entering the retiree population than those entering the workforce.

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



Source: 2017-2021 American Community Survey, May 2023

**CHART H: SOLANO COUNTY ESTIMATED POPULATION CHANGE BY DECADE AND 2023 SNAPSHOT**

AGE DEMOGRAPHIC	2010	2020	2023	2030	2040	2050
Young (19 and younger)	112,814	110,247	110,708	110,856	113,289	115,945
Working Age (20 to 64)	252,690	253,865	255,609	261,003	275,609	287,802
Retiree (65 and older)	47,332	76,072	86,433	107,417	121,266	126,579
<b>TOTAL POPULATION</b>	<b>412,836</b>	<b>440,184</b>	<b>452,750*</b>	<b>479,276*</b>	<b>510,164*</b>	<b>530,326*</b>

\* Projection by years end. Source: California Department of Finance, May 2023

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

**UNEMPLOYMENT AND THE ECONOMY**

Most every county in the U.S. was impacted economically by the COVID-19 pandemic health emergency, with a direct impact on their regional unemployment rates. Prior to March of 2020, the unemployment rate in Solano County had been relatively stable – between 4.1% and 4.6% – a level considered “full employment” by most economists. In April 2020, at the beginning of the health emergency, the unemployment rate in Solano County reached an all-time high, peaking at 15.7%. In March 2021, nearly a year later, the unemployment rate had fallen to 7.8%, a significant decrease from the previous year.

**Chart I** below shows the year over year unemployment rates in benchmark counties (March to March). As of March 2023, the unemployment rate in Solano County is 4.8%. **Chart J** below shows the year over year unemployment rates in Solano County cities (March to March) and how they have changed over time.

**CHART I: UNEMPLOYMENT RATES FROM MARCH 2019 TO MARCH 2023 IN BENCHMARK COUNTIES**

COUNTY	2019	2020	2021	2022	2023
MARIN	2.7%	3.0%	4.8%	2.4%	3.1%
SONOMA	3.3%	3.6%	6.0%	3.0%	3.6%
NAPA	3.5%	4.0%	6.6%	3.2%	3.6%
PLACER	3.7%	4.0%	5.5%	2.8%	3.7%
SANTA BARBARA	4.9%	5.6%	6.6%	3.5%	4.5%
CALIFORNIA	4.6%	5.6%	8.2%	4.2%	4.8%
SOLANO	4.6%	5.0%	7.8%	4.6%	4.8%
YOLO	5.3%	5.9%	6.4%	3.7%	5.1%
SANTA CRUZ	6.9%	7.9%	8.1%	5.2%	6.9%
MONTEREY	10.1%	11.8%	10.4%	7.6%	9.6%
TULARE	12.1%	14.5%	11.6%	8.4%	11.3%

Source: California Employment Development Department, March 2019 to March 2023

**CHART J: UNEMPLOYMENT RATES FROM MARCH 2019 TO MARCH 2023 IN SOLANO COUNTY CITIES**

CITY	2019	2020	2021	2022	2023
BENICIA	3.0%	3.6%	5.5%	2.8%	3.4%
VACAVILLE	3.7%	4.2%	7.4%	3.8%	4.2%
FAIRFIELD	4.3%	4.8%	7.4%	4.2%	4.6%
DIXON	5.1%	5.0%	7.4%	4.5%	3.6%
SUISUN CITY	4.4%	4.8%	7.5%	4.5%	4.4%
VALLEJO	4.8%	5.1%	8.8%	4.9%	5.0%
RIO VISTA	3.6%	5.0%	9.6%	8.5%	12.2%

Source: California Employment Development Department, March 2019 to March 2023

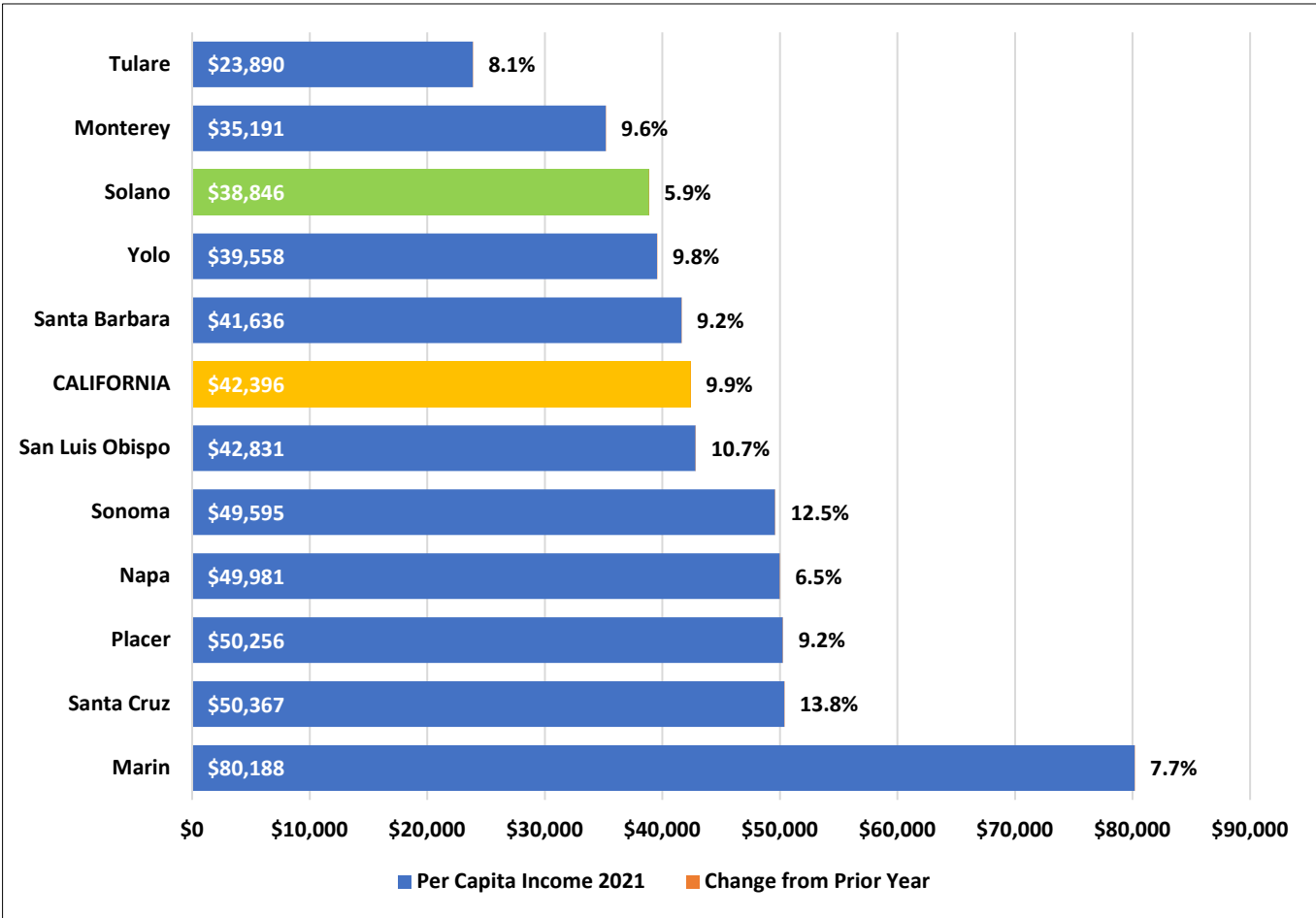
**CHANGE IN PERSONAL INCOME – HOW IT AFFECTS PURCHASING POWER**

Personal income is made up of wages and salaries, transfer payments from all levels of government, investment income (dividends, interest, and rents), business income from owning a business (proprietor’s income), and other income sources. The *California Department of Finance, May 1, 2023 Report* indicates that per capita income in Solano County (\$38,846), the metric used to determine average per-person income for an area, outpaced the national economy per capita income of \$37,638, but was slightly slower than California’s per capita income of \$42,396.

Per the 2021 statistics from the *California Department of Finance, 2017-2021 American Community Survey* (the latest date the data is available), Solano County ranks as the third lowest in per capita income when compared to benchmark counties. Solano County’s growth rate in per capita income increased by 5.9% (or \$2,161) between 2020 and 2021 but increasing at a slower pace than most of the benchmark counties. Solano County’s per capita income of \$38,846 in 2021 is -8.4% or \$3,550 less than the State’s per capita income of \$42,396.

Because the change in per capita income data lags by one year, the data collected in May 2023 has shown a modest increase in personal income, as it is pulling data collected from 2021; however, data to be collected in 2024 is likely to show a leveling out and / or a slight decrease in personal income, as most people received some kind of government stimulus funding as part of the American Rescue Plan Act from the COVID-19 pandemic health emergency, which likely temporarily bolstered incomes.

**CHART K: CHANGE IN PER CAPITA INCOME IN BENCHMARK COUNTIES – 2021 DATA**



*Source: California Department of Finance, American Community Survey, May 1, 2023 (2021 data)*

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

**MEDIAN HOUSEHOLD INCOME COMPARISONS AMONG BENCHMARK COUNTIES**

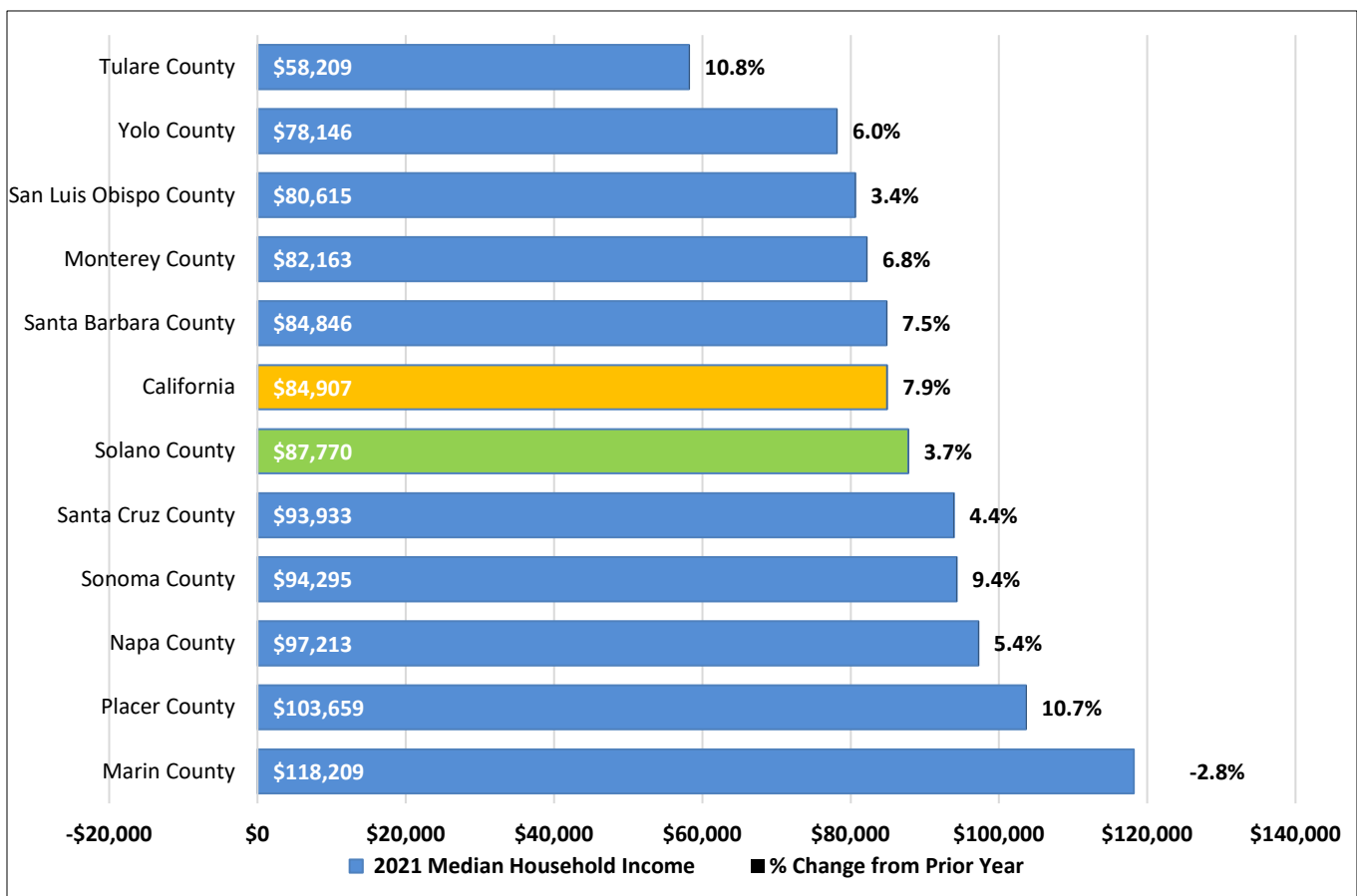
Median household income is comprised of the average income of every resident (within that household) over the age of 15. Sources of income include personal wages and salaries, disability payments, child support payments received, along with personal business earnings, investments, and other routine sources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

The *California Department of Finance, 2017-2021 American Community Survey* reports that along with per capita income, median household income (MHI) is a good indicator of how typical households generate and use income, including spending and savings.

Per the 2023 statistics from the California Department of Finance, Solano County ranks as the sixth highest in MHI when compared to benchmark counties. Solano County's MHI of \$87,770 in 2021 is an increase of \$3,123 per household (or 3.7%) over the previous year (2020). With these modest increases, Solano County sits in the middle of the benchmark counties when comparing MHI, with five counties with a higher MHI, including Marin, Placer, Napa, Sonoma and Santa Cruz Counties, and five counties with a lower MHI, including Santa Barbara, Monterey, San Luis Obispo, Yolo and Tulare Counties. It is important to note that nine of the ten benchmark counties all saw year over year increases in MHI, including Placer, Napa, Sonoma, Santa Cruz, Solano, Santa Barbara, Monterey, San Luis Obispo, Yolo and Tulare Counties, while only Marin County saw a decrease in MHI. Additionally, Solano County outperformed the State of California's MHI of \$84,907 by \$2,863 (or 3.3%).

Because the change in MHI data lags by one year, the data collected in May 2023 has shown an increase in MHI for nine of the ten benchmark counties, as it is pulling data collected from 2021; however, the data collected in 2024 is likely to show a smoothing out of MHI for most of the benchmark counties, as most households received American Rescue Plan Act (ARPA) stimulus funding due to the COVID-19 pandemic health emergency. Marin County likely lost overall MHI due to the ongoing pandemic and did not receive much ARPA funding, as most households did not qualify for stimulus funding (household income too high).

**CHART L: CHANGE IN MEDIAN HOUSEHOLD INCOME IN BENCHMARK COUNTIES – 2021 DATA**



Source: 2017-2021 American Community Survey, CA Department of Finance – Figures are based on 2021 inflation dollars

## **HEALTH INSURANCE COVERAGE, HOW WE COMPARE**

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

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

In California, the population slightly increased between 2019 and 2020, and the number of uninsured residents decreased slightly from 7.5% in 2019 to 7.2% in 2020. The uninsured rate in California continues to decrease and more people have health insurance since the implementation of the Affordable Care Act (ACA). In 2013, nearly 18 out of 100 people did not have health insurance (17.8%); in 2020 that number dropped to nearly 7 out of 100 people that do not have health insurance (7.2%).

More people in Solano County have obtained health insurance since the ACA, from 12.9% uninsured in 2013 (51,556 people) to 5% uninsured in 2020 (21,737 people).

## **DEMAND FOR PUBLIC ASSISTANCE PROGRAMS REMAINS HIGH**

Inflation continues to drive food insecurity and demand for public assistance programs in Solano County. In the first quarter of 2023, an average of 50,183 individuals received CalFresh each month, up 6% compared to the 2022 average of 47,548. Demand for cash assistance programs has also increased in the first quarter of this year. Monthly, an average of 8,335 individuals receive CalWORKs cash assistance, up 6% compared to the 2022 average of 7,858. General Assistance loans for indigent adults have also risen in 2023, with an average of 309 monthly recipients compared to 266 monthly recipients in 2022, a 16% increase.

Under the pandemic-driven continuous coverage mandate, Medi-Cal caseloads have continuously grown since 2020. As of March 2023, 140,279 county residents have health coverage through Medi-Cal. With annual eligibility redetermination requirements resuming in June 2023, it is expected that this number will begin to decline in the third quarter of 2023.

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

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

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

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

**COMMUTING DISTANCES IN BENCHMARK COUNTIES**

Per the U.S. Census Bureau, Overflow Data estimates that Californians spend more time in the car than commuters in most other states, with an average drive time of 32.6 minutes one-way. The distance to work also plays a major role in how long workers spend in the car or time spent using regional public transportation as they travel farther and farther to get to their jobs. When compared to the benchmark counties, Solano County ranks fourth lowest in the number of drivers who drive less than 10 miles one-way to get to work (40.1%), behind Yolo (34.6%), Marin (35.9%) and Napa (39%).

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

BENCHMARK COUNTY	TOTAL COMMUTERS	More than 50 miles		25 to 50 miles		10 to 24 miles		Less than 10 miles	
		Count	Share	Count	Share	Count	Share	Count	Share
Yolo	106,643	25,482	23.9%	16,262	15.2%	27,987	26.2%	36,912	34.6%
Marin	104,041	16,020	15.4%	18,656	17.9%	31,974	30.7%	37,391	35.9%
Napa	69,768	11,505	16.5%	9,292	13.3%	21,750	31.2%	27,221	39.0%
<b>Solano</b>	<b>133,221</b>	<b>24,374</b>	<b>18.3%</b>	<b>25,643</b>	<b>19.2%</b>	<b>29,815</b>	<b>22.4%</b>	<b>53,389</b>	<b>40.1%</b>
San Luis Obispo	100,559	21,322	21.2%	9,046	9.0%	28,494	28.3%	41,697	41.5%
Placer	166,372	33,449	20.1%	17,204	10.3%	43,841	26.4%	71,878	43.2%
Monterey	155,891	40,770	26.2%	13,957	9.0%	29,646	19.0%	71,518	45.9%
Tulare	157,971	31,749	20.1%	15,391	9.7%	34,300	21.7%	76,531	48.4%
Santa Barbara	182,990	50,115	27.3%	21,388	11.7%	22,807	12.5%	88,773	48.5%
Santa Cruz	92,937	18,784	20.2%	7,511	8.1%	20,381	21.9%	46,261	49.8%
Sonoma	191,504	36,845	19.2%	18,799	9.8%	37,921	19.8%	97,939	51.1%

Source: Longitudinal Employment and Housing Dynamics, 2021 data set, <http://onthemap.ces.census.gov>

**WHERE PEOPLE CHOOSE TO WORK**

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

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

BENCHMARK COUNTY	TOTAL COMMUTERS	INFLUX OF COMMUTERS		OUTFLOW OF COMMUTERS		NATIVE COMMUTERS	
		Emp. / Live Outside Co.	PERCENTAGE	Live Inside / Emp. Elsewhere	PERCENTAGE	Emp. & Work Inside Co.	PERCENTAGE
San Luis Obispo	138,138	30,652	22.2%	37,579	27.2%	69,907	50.6%
Santa Barbara	237,427	65,675	27.7%	54,437	22.9%	117,315	49.4%
Sonoma	268,308	62,119	23.2%	76,804	28.6%	129,385	48.2%
Monterey	214,006	54,979	25.7%	58,115	27.2%	100,912	47.2%
Tulare	219,924	55,122	25.1%	61,953	28.2%	102,849	46.8%
Santa Cruz	145,996	37,620	25.8%	53,059	36.3%	55,317	37.9%
Napa	101,120	37,873	37.5%	31,352	31.0%	31,895	31.5%
<b>Solano</b>	<b>261,303</b>	<b>67,889</b>	<b>26.0%</b>	<b>128,082</b>	<b>49.0%</b>	<b>65,332</b>	<b>25.0%</b>
Placer	267,557	104,941	39.2%	101,185	37.8%	61,431	23.0%
Marin	168,888	66,087	39.1%	64,847	38.4%	37,954	22.5%
Yolo	160,939	72,601	45.1%	54,296	33.7%	34,042	21.2%

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

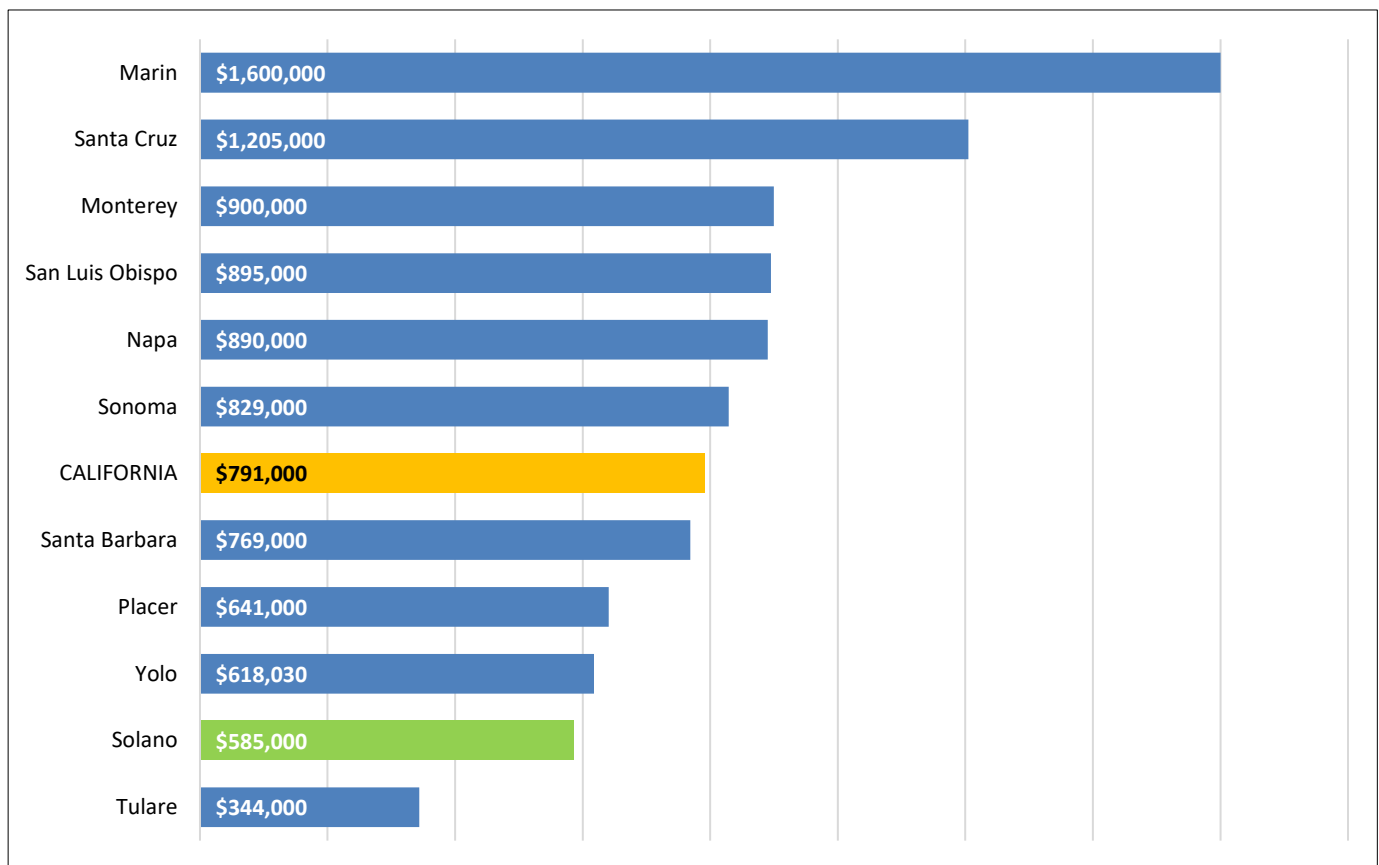


**HOUSING AFFORDABILITY**

The California Association of REALTORS® reports that Solano County’s median home price in March 2023, the latest the data was available, was \$585,000 a \$19,000 or -3.2% decrease compared to March 2022. Housing prices in Solano County remain significantly more affordable when compared to the eight other Counties that comprise the greater Bay Area (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara and Sonoma Counties), where the average home price is \$1,228,000 (March 2023).

Solano County ranks second in housing affordability among the ten benchmark counties and four positions under the statewide average as illustrated in the bar chart below. The average home price in Solano County is 26% or \$206,000 lower than the State average. Solano County’s average home price is \$33,030 or 5.3% less than the next highest benchmark county, Yolo County, and \$1,015,000 or 63.4% less than the most expensive of the benchmark counties, Marin County.

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



*Source: The California Association of REALTORS®*

**CHART P: SOLANO CITIES MEDIAN HOME VALUES, YEAR-OVER-YEAR, MARCH 2022 to MARCH 2023**

CITY	(MOST RECENT) March 1, 2023	(LAST YEAR) March 1, 2022	Percent Change
Benicia	\$799,000	\$777,500	2.8%
Dixon	\$660,000	\$680,000	-2.9%
Fairfield	\$635,000	\$657,500	-3.4%
Rio Vista	\$459,000	\$518,900	-11.5%
Suisun City	\$537,000	\$550,000	-2.4%
Vacaville	\$615,000	\$635,000	-3.1%
Vallejo	\$520,000	\$546,500	-4.8%

*Source: The California Association of REALTORS®*

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

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

Rental prices have fluctuated over the past year in Solano County, with rentals in five of the seven cities going up (Vacaville, Fairfield, Vallejo, Suisun City and Dixon) and two cities going down (Benicia and Rio Vista). Per Zillow Research, in May 2022, the average rental price for two-bedroom apartments in Solano County was \$1,942 per month. In May 2023, that figure was \$1,987 per month, an increase of 2.3%.

According Zillow Research, a division of the Zillow Group Real Estate Company, the average price of a two-bedroom apartment in Solano County continues to rise modestly year-over-year. By comparison, the average two-bedroom apartment in San Francisco County is \$3,313, nearly 67% higher than in Solano County, making Solano County a much more affordable place to live. It should be noted that while the COVID-19 pandemic health emergency caused rental prices in the San Francisco Bay Area to drop temporarily as people left the city in order to work remote, those prices have all returned to pre-pandemic levels.

Regional fires in 2017, 2018, and 2020 may have placed additional pressure on rental pricing in Solano County. In contrast, Sacramento County has consistently been between \$200 and \$300 less than Solano County since 2011 in all terms of rental prices, including single-family homes and one and two-bedroom apartments.

The table below illustrates the year-over-year change in the median cost to rent a two-bedroom apartment in each of Solano County’s seven cities. The City of Benicia has the highest rent, as of May 1, 2023, at \$2,251 per month, whereas the City of Rio Vista has the lowest rent at \$1,455 per month. Rental prices increased the most in the City of Fairfield at 7% and decreased the most in Rio Vista at -2.9%.

**CHART Q: SOLANO CITIES MEDIAN HOME/RENTALS COST, YEAR-OVER-YEAR CHANGE, 2022-2023**

CITY	May 1, 2023	May 1, 2022	% Change
Benicia	\$2,251	\$2,262	-0.5%
Vacaville	\$2,206	\$2,190	0.7%
Fairfield	\$2,146	\$2,005	7.0%
Vallejo	\$2,064	\$2,050	0.7%
Suisun City	\$2,022	\$1,905	6.1%
Dixon	\$1,771	\$1,689	4.8%
Rio Vista	\$1,455	\$1,498	-2.9%

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

**HOUSING AND RENTAL MARKET BIG PICTURE**

Between March 2020 and December 2022, the median price of housing in Solano County increased 22.8%, according to Zillow Research. In December 2022, the median price of a single-family home was approximately \$578,610 in Solano County, compared with \$742,360 in California as a whole; the statewide, median home price was \$702,810 a year earlier. Housing price forecasts for Solano County and the Bay Area are anticipated to drop for 2023 and 2024; as of March 2023; Solano County home prices had fallen since the peak in 2022 and forecasted to fall again by March 2024. Rental costs continued to rise in 2022 in most parts of Solano County and across the State, another sign of inflation pressures for lower-and middle-income workers.

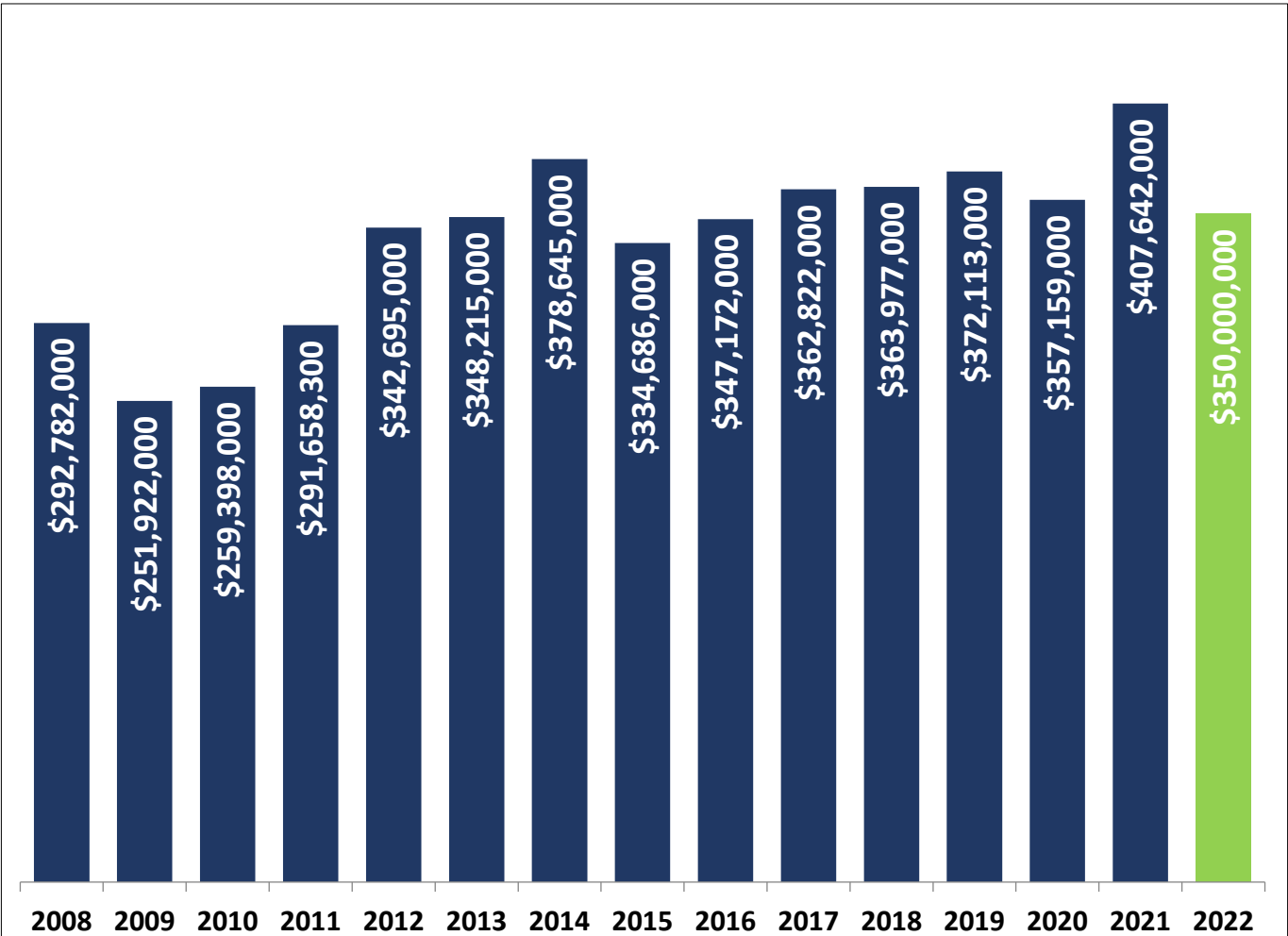
**SOLANO COUNTY AGRICULTURAL CROP AND LIVESTOCK VALUE**

Solano County Department of Agriculture, Weights and Measures is still working with local growers to determine farm gate value (the net value of a product when it leaves the farm and after marketing costs have been subtracted) for 2022. Early estimates by the Department put this number at \$350,000,000, a potential decrease of over \$57.6 million or 14% compared to the previous year's total of \$407,642,000, initially attributed to an untimely February freeze that severely damaged the developing almond crop.

Processing Tomatoes, Nursery Products and Cattle and Calves are the top three crops for 2022. Solano County farmers produce more than 100 different commodities including fruits, nuts, vegetables, grains, seed, nursery stock, livestock, poultry, and apiary products and services.

According to the State of California Employment and Development Department's (EDD) March 2022 report, Solano County supports approximately 1,400 farm related jobs, a 7.7% increase from the previous year. While agricultural jobs only make up a small fraction of all jobs in the County (less than 1.2%), agricultural production is part of a much larger industry cluster that spans the full spectrum of economic activity, including activity from before the crops get into the field to the value-added processing in consumer products. The Moving Solano Forward project identifies this food-chain cluster as supporting more than 8,750 jobs and \$1.55 billion in economic output (as of 2021, the latest date the data is available), representing approximately 7.9% of the County's total \$19.73 billion-dollar Gross Regional Product.

**CHART R: 2022 ESTIMATED GROSS AGRICULTURE CROP VALUES FOR SOLANO COUNTY**



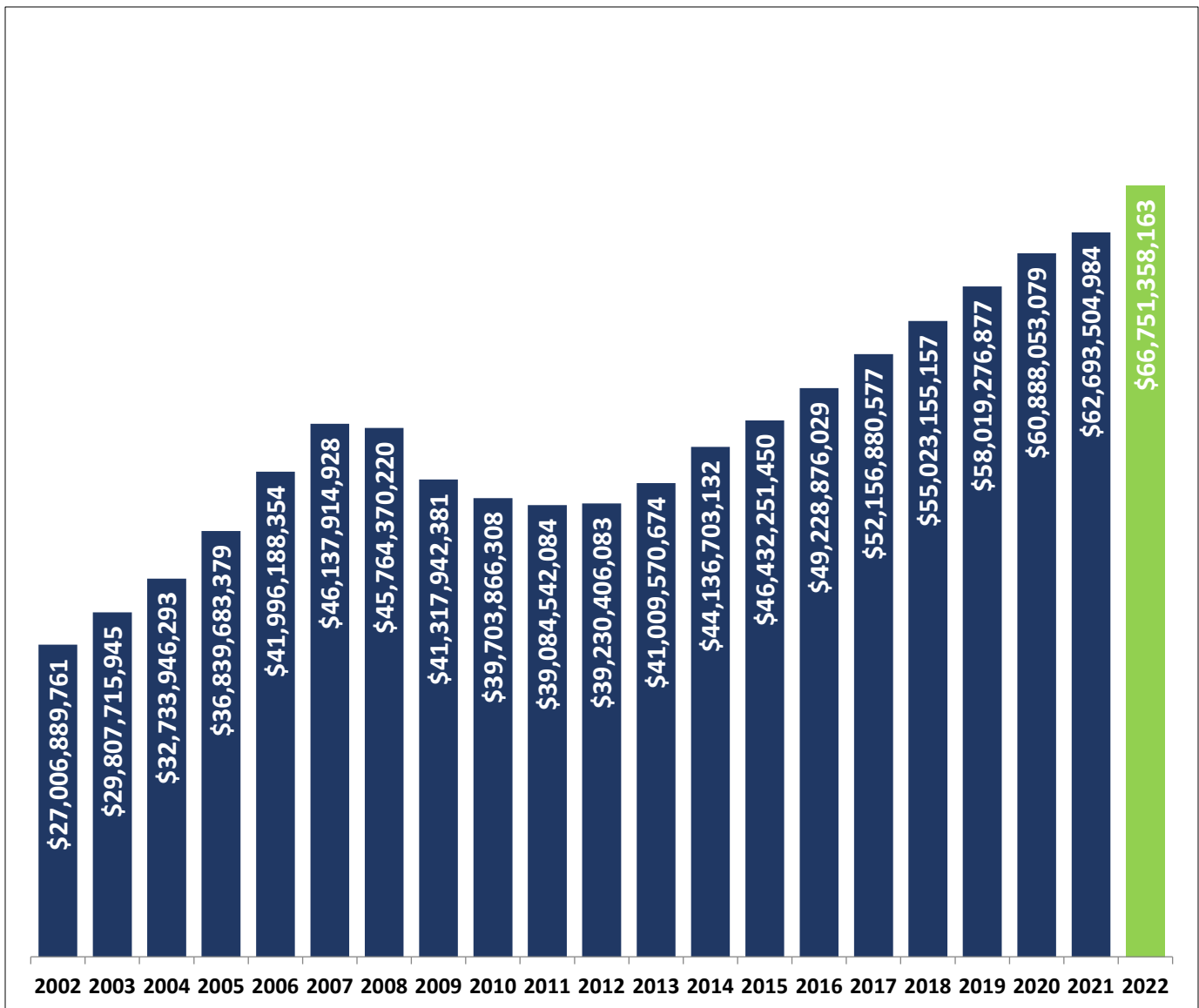
Source: County of Solano Agricultural Commissioner (\*early estimates for the 2022 Crop Report)

**COUNTY ASSESSED VALUES AND GROWTH**

Property taxes are a major source of local governmental revenues and are determined by assessed values. The annual property tax rate throughout the State of California is 1% of assessed values. The FY2022/23 Property Assessment Roll of \$66.7 billion increased 6.5% or \$4 billion from the prior year's roll value and represents property ownership in Solano County as of January 1, 2022. This is the eleventh year of increasing assessed values since the bottom of the market in 2011. The residential real estate market showed steady growth over the prior year (January 1, 2021 to January 1, 2022), while new construction continues to add value to the County's property tax roll.

As real estate market values have risen over time, the number of properties on Proposition 8 status – which is a temporary reduction in a property value below the established Proposition 13 base year value – has decreased. There are currently 3,968 parcels on Proposition 8 status, a decrease of 3,113 from the previous fiscal year. The number of parcels on Proposition 8 status peaked in 2012 at 78,000 parcels. As of May 2023, there are currently 152,320 individual parcels countywide, spread between the seven cities and unincorporated County.

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



Source: County of Solano, Assessor-Recorder's Office, July 2022

**BUILDING PERMITS IN SOLANO COUNTY**

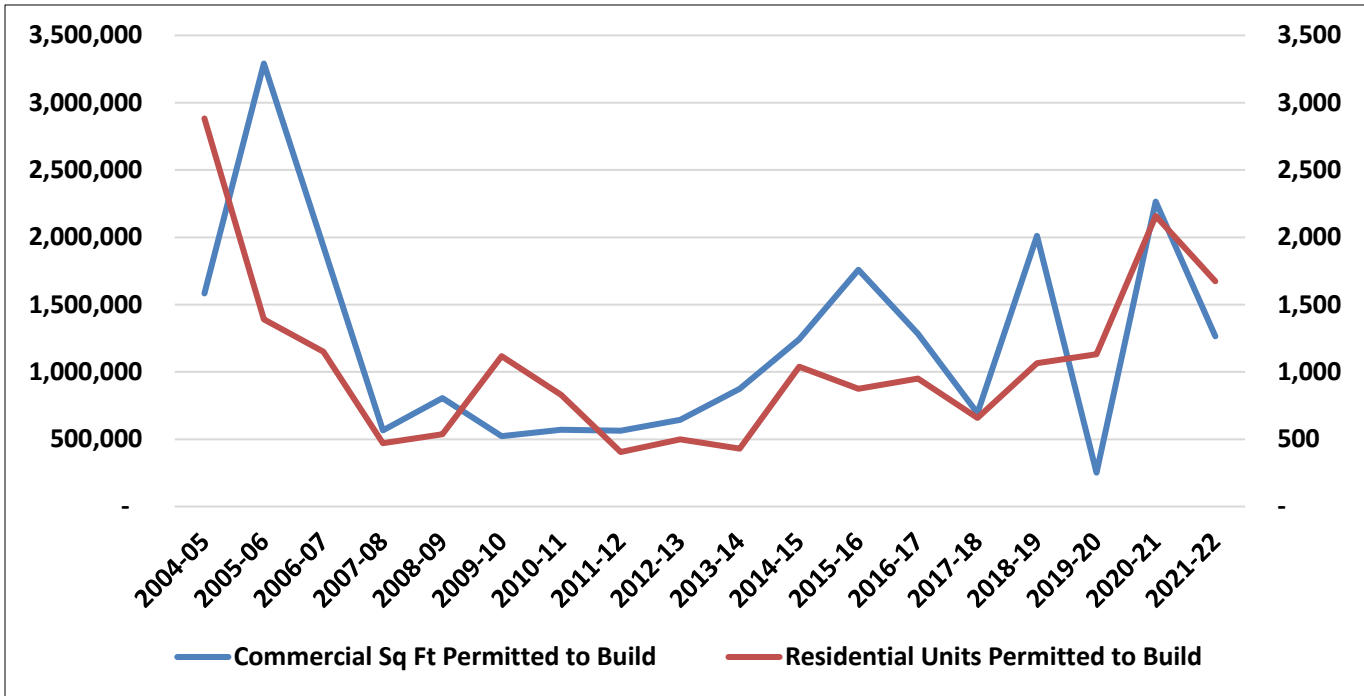
Per the County of Solano and the US Census Bureau for Construction Spending, the 2022 Index of Economic and Community Progress (forthcoming in June 2023) tracks new building permits annually. Changes in building permit activity generally act as a leading indicator of overall economic activity, predicting growth of construction jobs and demand for raw materials to build residential and commercial units.

Solano County’s commercial real estate building permit activity was mixed in FY2021/22 compared to FY2020/21. Commercial square feet under construction increased by 1.265 million new square feet of space between July 2021 and June 2022 (the previous fiscal year permitted increased over 2.2 million square feet). The COVID-19 recession has continued to foster uncertainty for office space demand. According to Colliers International, office-vacancy rates in Solano County increased during 2022 to 22.7% by the end of Quarter 4 2022, with rents rising slightly to \$2.57 per square foot as 2022 ended.

Building permits for residential units in Solano County increased at a slower pace in FY2021/22 versus FY2020/21. As interest rates began to rise, and the costs of construction remained elevated, permitting slowed. There were 1,673 residential building permits issued in FY2021/22 by Solano County (versus 2,157 the previous fiscal year).

The chart below indicates that new-home building permits grew at a slowing pace, but still relatively strong in FY2021/22, with permitting 3,830 units in the last two fiscal years. New commercial space permitted slowed its pace of growth but was also relatively robust versus the post-Great Recession era (2008 – 2019). The pandemic impacts have shifted from an inability to be fully operational to rising costs of doing business and significant vacancies in retail and restaurant spaces should be expected; smaller businesses or restaurants are more exposed to risks of rising costs of doing business, even with the ability to re-open in full and rising economic outcomes since late 2020. New commercial spaces are more likely to be in industrial and warehousing markets, though that pace of growth is also starting to slow down. In the short-term, concerns over the fate of office and retail spaces in Solano County need to be monitored closely by economic development professionals in Solano County.

**CHART T: SOLANO COUNTY RESIDENTIAL AND COMMERCIAL BUILDING PERMITS, FISCAL YEARS  
2004-2005 TO 2021-2022 / COMMERCIAL SQUARE FEET AND RESIDENTIAL UNITS PERMITTED**



*Sources: (1) U.S. Census Bureau  
(2) 2022 Index of Economic and Community Progress*

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

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

Due to the passage of Assembly Bill 109 (AB 109, Public Safety Realignment) in October 2011, the Solano County jail population has changed over time. As of March 1, 2023, the County jail was housing 29 parole violators (known as 3056 PC), 40 Post Release Community Supervision (PRCS) violators, and 28 locally sentenced offenders (known as 1170 offenders) making up approximately one-quarter of the jail population.

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

To address the evolving inmate population resulting from AB 109, the County increased capacity within the jail system and incorporated training programs into the jails. Training programs, like those offered at the Rourke Vocational Training Center at the Claybank / Stanton Correctional Facility in Fairfield, provide offenders with additional skills to enhance their ability to successfully re-enter the community. Non-serious, non-violent, non-sex (non-non-non) offenders have transitioned from supervision by State parole officers to County probation officers. While this shift did not increase the population of supervised offenders in Solano County, it shifted the supervising agency, leaving counties to address supervision and mandated parole programs designed to reduce recidivism.

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

	Solano County Probation			Solano County Sheriff - Custody				Total
	PRCS	1170h PC	Adults	3056 PC	1170h PC	PRCS	Other	
March 1, 2021	374	61	2,189	38	22	47	557	3,288
March 1, 2022	407	64	1,743	37	29	40	475	2,795
March 1, 2023	384	44	1711	29	28	40	436	2,672
Change from 2022	<b>(23)</b>	<b>(20)</b>	<b>(32)</b>	<b>(8)</b>	<b>(1)</b>	<b>0</b>	<b>(39)</b>	<b>(123)</b>
% Change	-5.7%	-31.25%	-1.8%	-21.62%	-3.45%	0.00%	-8.21%	-4.40%
Change from 2021	<b>10</b>	<b>(17)</b>	<b>(478)</b>	<b>(9)</b>	<b>6</b>	<b>(7)</b>	<b>(121)</b>	<b>(616)</b>
% Change	2.7%	-27.87%	-21.8%	-23.68%	27.27%	-14.89%	-21.72%	-18.73%

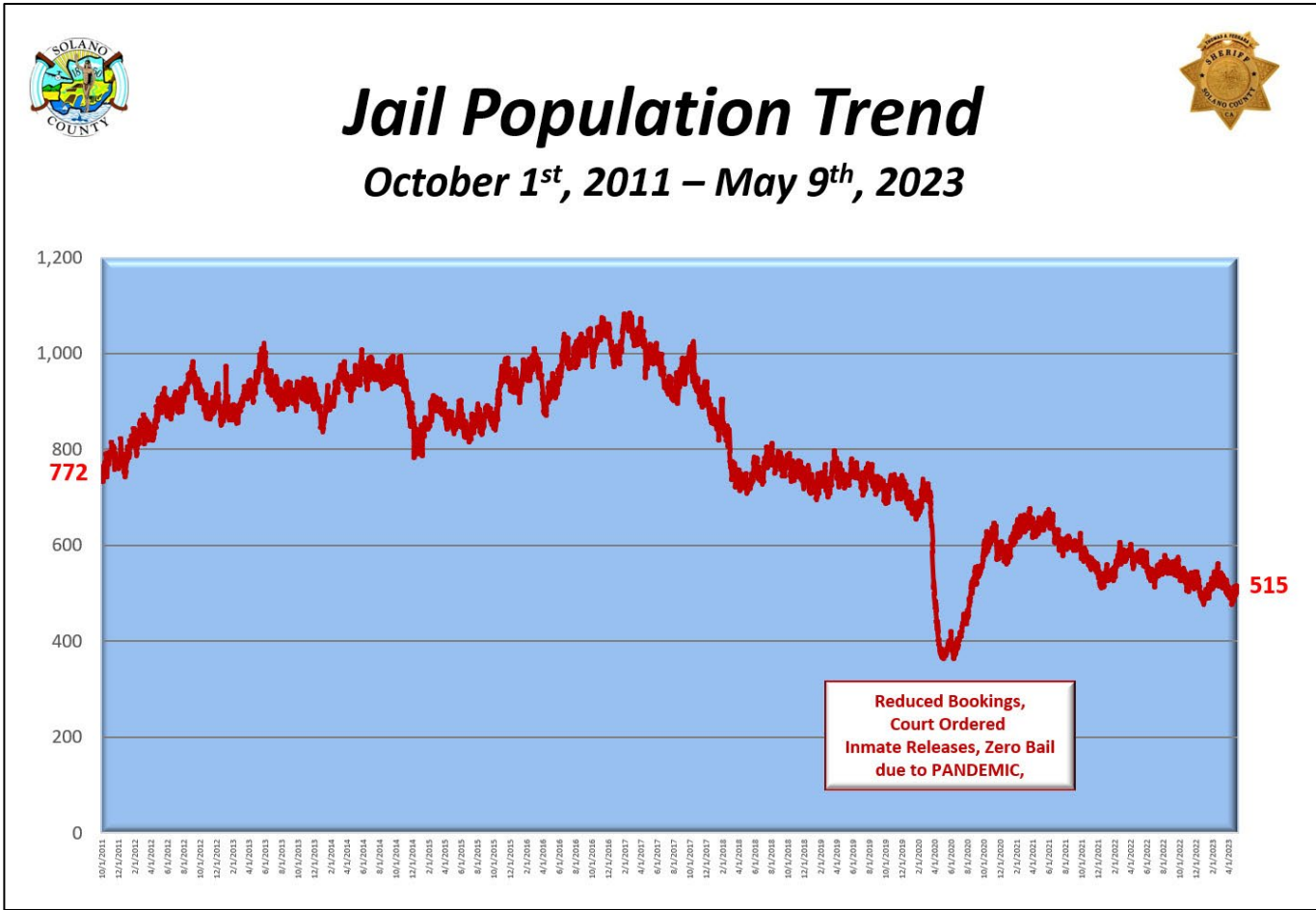
*Source: 2023, Solano County Community Corrections Partnership and California Department of Corrections and Rehabilitation*

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

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

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

SNAPSHOT – JAIL POPULATION TREND, OCTOBER 1, 2011 – MAY 9, 2023



Source: Solano County Sheriff's Office, May 9, 2023

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 eleven and one-half years, the average daily jail population grew and contracted several times. The largest contraction took place between late February and early March 2020, which is a result of emergency measures taken by the state, local courts and the Sheriff to address increased concerns regarding the COVID-19 pandemic emergency and the associated medical risks of contracting the virus.

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

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

**Top 50 Principal Taxpayers in Solano County for FY2023-24**

Principal Property Taxpayers	Parcels	Property Value	Total Taxes
PACIFIC GAS & ELECTRIC CO	21	\$979,919,069	\$17,181,828
VALERO REFINING COMPANY CALIF	28	\$872,645,600	\$10,409,070
GENENTECH INC	27	\$801,390,817	\$9,322,830
ANHEUSER-BUSCH COMM STRAT LLC	2	\$327,822,393	\$3,760,498
STAR-WEST SOLANO LLC	7	\$200,797,493	\$2,308,700
INVITATION HOMES INC	423	\$167,655,006	\$2,155,320
PW FUND A LP	8	\$178,307,910	\$2,152,013
THE NIMITZ GROUP	102	\$97,388,497	\$2,151,578
NORTHBAY HEALTHCARE GROUP	12	\$185,030,456	\$2,091,657
ICON OWNER POOL 1 SF N-B P LLC	28	\$148,837,064	\$1,777,737
SACRAMENTO MUNICIPAL UTIL DIST	43	\$144,891,667	\$1,594,741
CPG FINANCE II LLC	3	\$115,873,057	\$1,541,605
FLANNERY ASSOCIATES LLC	197	\$121,142,123	\$1,515,536
COLONY STARWOOD HOMES	296	\$118,138,118	\$1,503,657
NT DUNHILL I LLC	8	\$104,303,387	\$1,387,900
PARK MANAGEMENT CORP	2	\$92,996,270	\$1,325,857
SHILOH IV WIND PROJECT LLC	1	\$121,805,903	\$1,309,292
GATEWAY 80 OWNER LP	4	\$107,220,205	\$1,308,214
SHILOH WIND PROJECT II LLC	1	\$119,954,659	\$1,289,393
PRIME ASCOT LP	282	\$66,037,090	\$1,275,511
SHILOH WIND PROJECT III LLC	1	\$117,900,550	\$1,267,313
CENTRO WATT PROPERTY OWNER II	8	\$89,768,544	\$1,216,392
CORDELIA WINERY LLC	22	\$98,685,509	\$1,142,148
MEYER COOKWARE INDUSTRIES INC	7	\$95,529,322	\$1,139,380
APS WEST COAST INC	36	\$95,603,521	\$1,137,501
TRAVIS CREDIT UNION	10	\$49,192,374	\$1,135,289
KAISER FOUNDATION HOSPITALS	5	\$75,706,959	\$1,097,576
MG NORTH POINTE APARTMENTS LLC	2	\$92,135,197	\$1,089,153
TRAVIS WAY LLC	1	\$93,134,910	\$1,083,747
RANGER NORTHBAY LLC	2	\$90,270,000	\$1,079,152
WRPV XIII BV VALLEJO LLC	2	\$67,930,203	\$994,898
ALZA CORPORATION	6	\$81,571,879	\$950,595
NETXERA ENERGY	1	\$82,994,167	\$892,104
NORTH BAY LOGISTICS OWNER LLC	1	\$74,970,000	\$854,390
SEQUOIA EQUITIES-RIVER OAKS	2	\$62,167,547	\$736,272
WAL-MART REAL ESTATE BUS TRUST	5	\$62,642,313	\$727,607
STATE COMPENSATION INSRN FUND	4	\$59,559,068	\$726,644
JDM 111 2600 NAPA LLC	1	\$67,488,901	\$725,051
CSCDA COMM IMPROVMENT AUTH	1	\$61,751,060	\$719,982
N/A ROLLING OAKS-88 LP	1	\$61,726,611	\$719,961
ARDAGH METAL BEVERAGE USA	1	\$66,458,992	\$700,989
CAMDEN PARC RESIDENTIAL LLC	2	\$59,170,141	\$685,198
BALL METAL BEVERAGE CONT CORP	3	\$64,313,105	\$680,063
NORTH VILLAGE DEVELOPMENT INC	2	\$51,973,303	\$675,177
WESTCORE CG SOLANO LLC	1	\$52,211,549	\$662,733
NORTHBAY HEALTH ADVANTAGE LLC	2	\$55,135,494	\$638,478
FPA6 VILLAGE GREEN LLC	1	\$54,295,919	\$624,688
QUINN CROSSING APARTMENTS LLC	2	\$51,037,205	\$606,837
THE CLOROX INTERNATIONAL CO	3	\$51,367,244	\$550,208
SHILOH WIND PROJECT I LLC	1	\$51,011,201	\$548,319
PACIFIC GAS & ELECTRIC CO	21	\$979,919,069	\$17,181,828

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

**\$7,209,859,572**

**\$93,170,782**

Source: County of Solano, Tax Collector/County Clerk, May 2023



## PURPOSE

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

## LEGAL BASIS

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

## FORMS

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

## PERMISSION TO DEVIATE

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

## FUNDS AND ACCOUNTS

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

### Fund Types

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

## BASIS OF ACCOUNTING/BUDGETING

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

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

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

# Budget Construction & Legal Requirements

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## LEGAL DUTIES AND DEADLINES

### **State Controller** (Government Code §29005)

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

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

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

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

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

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

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

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

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

## COUNTY PRIORITY SETTING/STRATEGIC PLAN IMPLEMENTATION

On April 18, 2023 the Board conducted a priority-setting workshop. The Board identified five major categories which were discussed at the workshop. The major categories included: economic development, agriculture preservation and development, housing, County Services and workforce development, and regulations and policies. The Board identified high priority items under each category. A formal report indicating next steps is forthcoming.

The FY2023/24 Recommended Budget supports several of the 2007 County Strategic Plan, Goals, and Initiatives. A key priority is financially supporting the Goals, Strategic Objectives, and departmental activities consistent with the Plan.

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

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

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

**Goal: Ensure responsible and sustainable land use**

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

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

**Goal: Maintain a safe community**

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

**Goal: Invest in and for the future**

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

### **BUDGET GOALS AND OBJECTIVES**

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

The intent of the Budget document is to:

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

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

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

## Budget Construction & Legal Requirements

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- Service levels should be maintained at the highest level possible, within funding constraints.
- Contingencies and Reserves should be increased in good years to guard against future uncertainties.
- The Budget should have a goal to annually add \$2-3 million to Deferred Maintenance Capital Renewal Reserves.
- Discretionary revenues should be maximized to allow the Board options for the funding of beneficial local programs and services.
- Every effort should be made to ensure accuracy and accountability in estimating and monitoring both revenues and expenditures throughout the fiscal year.
- The Budget should, wherever possible, anticipate and make provisions for uncertain funding for County-operated programs.

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

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

### **BUDGET POLICIES OF THE BOARD OF SUPERVISORS**

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

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

### ADOPTED BUDGET POLICY

The FY2023/24 Budget Hearings will commence Thursday, June 22, 2023 and continue for a period not to exceed 14 calendar days.

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

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

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

### BUDGET AND FISCAL POLICIES FOR FY2023/24

#### 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 FY2023/24 Net County Cost or General Fund (GF) Contribution to programs will not exceed their FY2022/23 Midyear projection where possible and have no new programs or positions unless revenue-offset.
2. Labor Costs: The County has successfully completed negotiations with all labor units during FY2022/23. The resulting Memorandums of Understanding (MOU) with all labor units include wage increases which are reflected in the FY2023/24 Recommended Budget. Although the County anticipates a decrease in CalPERS employer rates for FY2023/24, it is expected that these rates will significantly increase in FY2025/26 due to investment losses realized in FY2021/22. With continued rate increases anticipated into the future, departments should continue to pursue efficiencies in the delivery of services, search for opportunities to automate, streamline services where feasible, share back office operations, and eliminate vacant non-"Mission Critical" positions where feasible. 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

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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, offset by savings or efficiencies creating capacity for the new program, or are fully funded by non-General Fund sources in FY2023/24 and will continue to be in future years. Seek legislative relief or reform for programs when feasible to facilitate service outcomes over prescribed processes and procedures.
7. Pursue Operational Efficiencies: Explore reducing expenditures and maximizing revenues through automation and moving toward self-help service delivery where feasible, consolidation of functions and streamlining of County operations.
8. County Share: If State or federal funding is reduced, there should be no increased County share for programs funded primarily from non-General Fund sources, unless increased County share is mandated, or the program is a high priority for the Board of Supervisors, and the amounts are feasible in light of the County's fiscal situation.

### Fund Balance Policy

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

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

Examples of these five categories of Fund Balance are:

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

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

The General Fund General Reserve will be maintained at a target level equal to 10% of the County's total budget excluding interfund transfers, with a minimum balance of \$20 million at all times. The current reserve is \$47 million which is currently 38.3% of the target Reserve of \$122.8 million. This level will be maintained to provide the County with sufficient working capital and a comfortable margin to support one-time costs for the following purposes:

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

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

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

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

### General Fund Balance for Accrued Leave Payoff

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

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

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appropriate level of funding from the **General Fund Balance for Accrued Leave Payoff** as indicated above in 3c. If there are insufficient appropriations in General Expenditures Accrued Leave Payoff the CAO may recommended the use of the General Fund Contingency to fund the costs. Use of General Fund Contingency requires a 4/5 vote of the Board.

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

### Contingency Policy

On February 13, 2007, the Board adopted the General Fund Contingency policy to establish a level equal to 10% of the General Fund total budget. The current recommendation from staff for FY2023/24 is to fund the General Fund Contingency at \$14 million. The final amount will be determined by close out of the Budget reconciliation. Appropriations for Contingencies are legal authorizations granted by the Board to be used for one-time unexpected needs that arise outside of the regular budget planning process. Pursuant to Government Code §29130, access to the Appropriation for Contingency requires a 4/5 vote of the Board of Supervisors.

### Investment Policy

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

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

The primary objectives of the Policy are:

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

The Policy addresses the soundness of financial institutions in which the County deposits funds, types of investment instruments as permitted by 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, Government Code §29909 states the total amount of bonded indebtedness shall not at any time exceed 5% of the taxable property of the County as shown by the last equalized assessment roll.

### **Resource Reduction Strategy**

In the event reductions in resources in any fiscal year require actions to balance the Budget, in 2007, the Board of Supervisors approved certain Resource Reduction Strategies intended to guide the County including the following:

#### 1. General Philosophy

- a. To the extent possible, across-the-board reductions in expenditures will be avoided. Reductions will be made on a case-by-case basis. The emphasis will be on conserving General Fund discretionary resources to finance high priority programs, as set forth in the Solano County Strategic Plan adopted by the Board on December 11, 2007, and as further defined by the Board annually. If necessary, funding for lower priority programs will be reduced or eliminated to ensure appropriations remain in balance with resources;
- b. The County administers a number of costly State programs that are heavily funded by State and federal dollars. Compared to the State and federal governments, the County has only limited ability to raise revenues. Recognizing that, in the event of a substantial reduction in resources for these programs, the County's goal, to the extent legally possible, is to avoid back-filling reductions in State and federal dollars with County discretionary dollars;
- c. Maintaining a highly professional service delivery system is of foremost importance to the County. Thus, if it becomes necessary to make significant service delivery reductions, the goal will be to reduce the quantity of a service provided rather than the quality of service; and
- d. Finally, every effort will be made to continue capital and planning programs geared toward meeting the County's long-term needs.

#### 2. Resource Reduction Priorities

##### a. Short-Term Actions

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

- i. A Selective Hiring process will be implemented. Funding sources, Board priorities, the nature of the program, the potential for service delivery disruption, and the type of position –i.e., is it "Mission Critical?" will be considered by the CAO in implementing the hiring process.
- ii. Implementation of new programs, not fully operational, that are not fully revenue-offset, will be subject to further CAO review and recommendation to the Board.

## Budget Construction & Legal Requirements

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- iii. Purchase of equipment will be selectively deferred and reviewed annually. Funding source and impact on service delivery will be considered in implementing the deferral.
- iv. Voluntary Time Off (VTO) is available to employees only during periods designated by the Board of Supervisors as times of economic hardship. Under this program, the department head may grant a permanent employee voluntary time off with the right to return to the same position according to the provisions outlined in the policy. The employee will be granted VTO in the form of personal unpaid leave of absence without pay as an alternative method of reducing County costs.

b. Long-Term Actions

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

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

### Hiring Policy-Past Actions by the Board of Supervisors

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

Due to increasing salaries and employee benefits costs associated for current and new positions authorized to meet mandates and Board approved promotions, the County Administrator recommends to the Board that the County continues a hiring policy which includes reviewing 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 FY2023/24 and until the State and federal budgets and fiscal policies and their impacts on the County are known, and a long-term plan to address those impacts addressing the remaining structural deficit in the General Fund has been accomplished, is formulated, and/or approved by the Board.

### 2. Goal of Hiring Process

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

### 3. Hiring Guidelines

The County Administrator's approval is required to fill new departmental position requests. In evaluating whether to fill a vacant position, departments are to consider the following which will be reviewed by the CAO:

- 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.
- 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.
  - 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.

## Budget Construction & Legal Requirements

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

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

### **SUMMARY OF DESIGNATED RESPONSIBILITIES FOR ACTIONS**

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

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

- Appropriation increases within a fund.
- Appropriations from contingencies.
- Appropriations of unanticipated revenues.
- Transfers between funds.
- Transfers from designated reserves.
- Transfers from equipment replacement reserves.
- Transfers from the General Fund General Reserve (only during budget hearings).

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

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

#### **Listed below are the actions delegated to the County Administrator:**

- Approval of a capital asset up to \$75,000 that does not increase the department's budget.
- Approval of a change in a type of capital asset in lieu of one already budgeted.

## Budget Construction & Legal Requirements

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- 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) not previously approved by the Board is less than \$75,000 per fiscal year.
- Approval of appropriation transfers to increase the Fleet Management budget when departments have received approval from the Board to purchase new vehicles.
- Approval of appropriation transfers for Operating Transfers-In when an Operating Transfers-Out has already received Board approval.
- Approval of appropriation transfers for Interfund Services provided (subobjects 0009690-0009698) when an Interfund Services used (subobjects 0003690-0003698) has already been budgeted/used and the total budgeted revenue is not increased.
- Approval of appropriation transfers to fund the General Fund share of the estimated Accrued Leave Payoff which cannot be absorbed within existing department budget appropriations, up to the amount appropriated in the General Expenditures budget during the budget process. (See General Fund Balance for Accrued Leave Payoff section 3 d.)
- Approval of modified work weeks and flexible work schedules for County departments provided the County departments can demonstrate a benefit for the County, and if applicable, meet its obligation under the Meyers-Milias-Brown Act (MMBA) with represented employees.
- Approval of grant application submissions when the amount of the grant is less than \$75,000 per fiscal year.
- Authority to release a department head from accountability of unaccounted capital assets if it has a Fair Market Value of less than \$5,000 or it has been stolen and has a Fair Market Value of less than \$75,000. The department must provide a copy of the police report, and the CAO must determine no negligence occurred.
- Authority to delete positions that have been vacant for over six months, in accordance with the 2011 Budget Reduction Strategy of eliminating or freezing vacant positions and only filling positions that are “Mission Critical” to the organization, and to direct the Director of Human Resources to make technical changes to the Position Allocation List.

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

- Affirm the appropriate jurisdictions are utilized for comparison purposes when determining compensation for County positions.
- Affirm the County’s policy of no retroactivity for compensation during negotiation with its bargaining units.
- Affirm that the Director of Human Resources, as provided for in the Employer/Employee Relations Rules and Regulations, may enter into side letter agreements or MOU amendments with represented bargaining units to resolve employee/employer disputes and/or issues in consultation with County Counsel and the County Administrator so long as total appropriations are not increased.

## Budget Construction & Legal Requirements

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- 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 provided the funding has been received.
- Authorize the Auditor-Controller, in consultation with the County Administrator, to carry forward Board-approved unspent grant appropriations into subsequent years to facilitate the accounting and management of multi-year grants provided the grant funding has been received.
- Authorize the Auditor-Controller, in consultation with the County Administrator, to carry forward Board-approved unspent American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) appropriations into subsequent years to facilitate the accounting and management of Board approved ARPA projects.
- Approve petty cash requests up to \$3,000 for all departments, with the exception of the County Library's petty cash account whose requests may be approved up to \$5,000.
- Process Appropriation Transfer Requests (ATR) as approved by the Board of Supervisors or County Administrator.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to reclassify appropriations between the maintenance, rental, and/or lease expense accounts, interfund services, other charges, capital outlay accounts within the same project budget, so long as total appropriations are not increased.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to decrease capital outlay appropriations within the respective capital project funds, and to increase appropriations in Public Art Fund to cover costs associated with the public art project to ensure compliance with Solano County Public Art Ordinance, Code Section 5-5.
- Authorize the Auditor-Controller, in consultation with the County Administrator and County Counsel, to advance funds for settlements that are reimbursable by the County's general liability insurance program.
- Authorize the Auditor-Controller, with the County Administrator's recommendation and approval, to:
  - As part of FY2022/23 closeout, transfer and/or redistribute BOS-approved County General Fund Contributions between departments within Fund 900 (Public Safety) and between departments/divisions for Fund 902 (Health & Social Services), provided that the BOS-approved General Fund Contribution/Appropriation amount directed to each of the individual Funds 900 and 902 remains within the approved County General Fund Contribution/Appropriations amount.
  - In addition, as part of FY2022/23 closeout, if the Midyear projection of Fund Balance for the General Fund is not met (estimated at \$36.7 million), then the County Administrator will authorize the Auditor-Controller to reduce, in this order, Accrued Leave Payoff, Capital Renewal, CalPERS Rate Increase Reserve, and then General Fund Contingency for FY2023/24 by the amount short of the projection.
  - As part of the FY2022/23 closeout, authorize the Auditor-Controller, with the County Administrator's approval, to transfer available Accrued Leave Payoff funds appropriated in the General Expenditures Budget to any department/fund which has incurred unanticipated accrued leave payoff costs which cannot be covered within existing department budget appropriations.
  - As may be authorized by the Board of Supervisors following Budget Hearing deliberations:

## Budget Construction & Legal Requirements

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- Increase Deferred Maintenance/Capital Renewal, and CalPERS Rate Increase Reserves as recommended by the County Administrator based on excess year end fund balance not otherwise budgeted. (Reference Schedule 4)
- If the amount of the General Fund's Year-end Fund Balance at June 30, 2023, exceeds the Midyear projections for FY2022/23, then the County Administrator will authorize the Auditor-Controller to increase unrestricted Fund Balance to finance the gap between revenues and expenditures for FY2023/24 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 \$15 million to Deferred Maintenance/Capital Renewal Reserves.
  - Any amount up to \$15 million to the CalPERS Reserves and/or 115 Trust.
  - Any amount up to \$5 million to General Fund Reserves.

In addition:

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

**Listed below are actions delegated to the Chief Information Officer (Director of Information Technology):**

- Authority to adopt countywide standards for acceptable manufacturers of hardware, software, and automation technology that may be purchased by the County.
- Authority to adopt standards for acceptable manufacturers of technology devices and components that may be incorporated into public works projects.
- Approval of all automation hardware and software purchases to ensure conformity with established information technology (IT) standards, procedures and policies through automated purchase order workflow model within annual appropriations of the Department of Information Technology (DoIT).
- Approval of all software license, end-user license, or software escrow agreements for applications previously approved through established County Purchasing Policies within annual appropriations of DoIT.
- Approval of all work orders for IT contractors, up to \$75,000, and within annual appropriations of DoIT.
- Approval of all agreements for communications services, up to \$75,000, within annual appropriations of DoIT.
- Approval of annual software maintenance agreements, software subscription agreements and hardware maintenance agreements for acquisitions previously approved by the Board and within annual appropriations of DoIT.
- Approval of appropriation transfers within DoIT between fixed assets and services and supplies for the acquisition of hardware and software and within annual appropriations of DoIT.
- Approval of all hardware, software, maintenance' and software subscription acquisitions, up to \$75,000, as well as substitutions of like or similar technology products included in County departments' budgeted fixed assets, and within Board-approved annual appropriations.
- Approval of all County computer, peripheral and user software purchases, within Board-approved annual appropriations.
- Approval within 60 days of an election for the purchase of any election materials and services necessary for the successful conduct of a specific election, up to \$50,000 per purchase, and within annual appropriations of the Registrar of Voters.

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

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

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

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

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

**COUNTY OF SOLANO  
SCHEDULE 1  
ALL FUNDS SUMMARY  
FY2023/24**

FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
	FUND BALANCE AVAILABLE 06/30/2023 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
<b>GOVERNMENTAL FUNDS</b>							
GENERAL FUND	36,747,222	16,874,950	324,853,315	378,475,487	376,488,066	1,987,421	378,475,487
SPECIAL REVENUE FUNDS	111,633,730	6,227,326	972,943,763	1,090,804,819	1,079,781,692	11,023,127	1,090,804,819
CAPITAL PROJECT FUNDS	8,301,198	0	29,491,369	37,792,567	37,792,567	0	37,792,567
DEBT SERVICE FUNDS	33,666	0	20,312,033	20,345,699	15,937,811	4,407,888	20,345,699
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>156,715,816</b>	<b>23,102,276</b>	<b>1,347,600,480</b>	<b>1,527,418,572</b>	<b>1,510,000,136</b>	<b>17,418,436</b>	<b>1,527,418,572</b>
<b>OTHER FUNDS</b>							
INTERNAL SERVICE FUNDS	0	4,180,082	75,149,838	79,329,920	78,858,578	471,342	79,329,920
ENTERPRISE FUNDS	0	385,621	6,233,872	6,619,493	6,619,493	0	6,619,493
SPECIAL DISTRICTS AND OTHER AGENCIES	23,945	0	989,139	1,013,084	120,553	892,531	1,013,084
<b>TOTAL OTHER FUNDS</b>	<b>23,945</b>	<b>4,565,703</b>	<b>82,372,849</b>	<b>86,962,497</b>	<b>85,598,624</b>	<b>1,363,873</b>	<b>86,962,497</b>
<b>TOTAL ALL FUNDS</b>	<b>156,739,761</b>	<b>27,667,979</b>	<b>1,429,973,329</b>	<b>1,614,381,069</b>	<b>1,595,598,760</b>	<b>18,782,309</b>	<b>1,614,381,069</b>

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

**COUNTY OF SOLANO  
SCHEDULE 2  
GOVERNMENTAL FUNDS SUMMARY  
FY2023/24**

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2023 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
<b>GENERAL FUND</b>								
001	GENERAL FUND	36,747,222	16,874,950	324,853,315	378,475,487	376,488,066	1,987,421	378,475,487
	<b>TOTAL GENERAL FUND</b>	<b>36,747,222</b>	<b>16,874,950</b>	<b>324,853,315</b>	<b>378,475,487</b>	<b>376,488,066</b>	<b>1,987,421</b>	<b>378,475,487</b>
<b>SPECIAL REVENUE FUNDS</b>								
004	COUNTY LIBRARY	23,286,488	0	29,629,004	52,915,492	52,915,492	0	52,915,492
012	FISH/WILDLIFE PROPAGATION	35,143	0	4,000	39,143	39,143	0	39,143
016	PARKS AND RECREATION	809,756	0	2,473,264	3,283,020	3,283,020	0	3,283,020
035	JH REC HALL - WARD WELFARE	113,693	0	500	114,193	114,193	0	114,193
036	LIBRARY ZONE 1	779,826	0	2,357,695	3,137,521	3,137,521	0	3,137,521
037	LIBRARY ZONE 2	4,622	0	52,712	57,334	57,334	0	57,334
066	LIBRARY ZONE 6	2,296	0	24,291	26,587	26,587	0	26,587
067	LIBRARY ZONE 7	59,823	0	597,175	656,998	656,998	0	656,998
101	ROAD	7,936,623	0	28,200,033	36,136,656	36,136,656	0	36,136,656
105	HOUSING REHABILITATION	177,569	0	2,500	180,069	180,069	0	180,069
120	HOMEACRES LOAN PROGRAM	2,006,307	0	35,000	2,041,307	2,041,307	0	2,041,307
150	HOUSING & URBAN DEVELOPMENT	0	0	3,300,000	3,300,000	3,300,000	0	3,300,000
151	FIRST 5 FUTURE INITIATIVE	951,304	0	1,648,298	2,599,602	2,599,602	0	2,599,602
152	IN HOME SUPP SVCS-PUBLIC AUTH	0	0	22,200,829	22,200,829	22,200,829	0	22,200,829
153	FIRST 5 SOLANO	3,583,913	0	10,265,470	13,849,383	13,849,383	0	13,849,383
215	RECORDER SPECIAL REVENUE	11,596,221	0	878,500	12,474,721	12,474,721	0	12,474,721
216	AAA NAPA/SOLANO	0	0	7,281,610	7,281,610	7,281,610	0	7,281,610
228	LIBRARY - FRIENDS & FOUNDATION	130,895	0	87,030	217,925	217,925	0	217,925
233	DISTRICT ATTORNEY SPECIAL REV	2,435,246	0	302,000	2,737,246	2,737,246	0	2,737,246
241	CIVIL PROCESSING FEES	415,472	0	148,751	564,223	564,223	0	564,223
253	SHERIFF'S ASSET SEIZURE	186,316	0	25,556	211,872	211,872	0	211,872
256	SHERIFF OES	640,354	0	2,432,421	3,072,775	3,072,775	0	3,072,775
263	CJ TEMP CONSTRUCTION	22,042	0	261,000	283,042	283,042	0	283,042
264	CRTHSE TEMP CONST	104,855	0	257,000	361,855	361,855	0	361,855
278	PUBLIC WORKS IMPROVEMENT	2,077,031	0	515,000	2,592,031	2,592,031	0	2,592,031

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

FUND	FUND NAME	FUND BALANCE AVAILABLE 06/30/2023 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
281	SURVEY MONUMENT PRESERVTN	99,041	0	10,600	109,641	109,641	0	109,641
282	COUNTY DISASTER	0	0	833,501	833,501	833,501	0	833,501
290	AMERICAN RESCUE PLAN ACT	0	0	57,035,916	57,035,916	57,035,916	0	57,035,916
296	PUBLIC FACILITIES FEES	49,936,791	0	6,861,400	56,798,191	56,798,191	0	56,798,191
325	SHERIFF'S OFFICE GRANTS	0	0	130,143	130,143	130,143	0	130,143
326	SHERIFF - SPECIAL REVENUE	662,567	0	1,030,175	1,692,742	1,692,742	0	1,692,742
369	CHILD SUPPORT SERVICES	248,732	0	13,426,516	13,675,248	13,675,248	0	13,675,248
390	TOBACCO PREVENTION & EDU	0	0	473,944	473,944	473,944	0	473,944
900	PUBLIC SAFETY	0	0	277,476,500	277,476,500	277,476,500	0	277,476,500
901	C M F CASES	156,602	0	586,000	742,602	742,602	0	742,602
902	HEALTH & SOCIAL SERVICES	0	6,227,326	447,324,253	453,551,579	453,052,209	499,370	453,551,579
903	WORKFORCE DEVELOPMENT BOARD	0	0	8,107,951	8,107,951	8,107,951	0	8,107,951
905	COUNTY LOCAL REVENUE FUND 2011	0	0	192,042	192,042	192,042	0	192,042
906	MHSA	3,174,202	0	46,475,183	49,649,385	39,125,628	10,523,757	49,649,385
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>111,633,730</b>	<b>6,227,326</b>	<b>972,943,763</b>	<b>1,090,804,819</b>	<b>1,079,781,692</b>	<b>11,023,127</b>	<b>1,090,804,819</b>
<b>CAPITAL PROJECT FUNDS</b>								
006	CAPITAL OUTLAY	6,681,563	0	21,081,913	27,763,476	27,763,476	0	27,763,476
106	PUBLIC ARTS PROJECTS	44,427	0	1,557	45,984	45,984	0	45,984
107	FAIRGROUNDS DEVELOPMENT PROJ	1,575,208	0	8,407,899	9,983,107	9,983,107	0	9,983,107
	<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>8,301,198</b>	<b>0</b>	<b>29,491,369</b>	<b>37,792,567</b>	<b>37,792,567</b>	<b>0</b>	<b>37,792,567</b>
<b>DEBT SERVICE FUNDS</b>								
300	2021 CERTIFICATES OF PARTICIPATION	0	0	2,057,513	2,057,513	2,057,513	0	2,057,513
306	PENSION DEBT SERVICE	0	0	10,421,267	10,421,267	6,047,045	4,374,222	10,421,267
332	GOVERNMENT CENTER DEBT SERVICE	33,666	0	7,357,182	7,390,848	7,357,182	33,666	7,390,848
336	2013 COP ANIMAL CARE PROJECT	0	0	476,071	476,071	476,071	0	476,071
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>33,666</b>	<b>0</b>	<b>20,312,033</b>	<b>20,345,699</b>	<b>15,937,811</b>	<b>4,407,888</b>	<b>20,345,699</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>		<b>156,715,816</b>	<b>23,102,276</b>	<b>1,347,600,480</b>	<b>1,527,418,572</b>	<b>1,510,000,136</b>	<b>17,418,436</b>	<b>1,527,418,572</b>

APPROPRIATIONS LIMIT  
(2023/24)

APPROPRIATIONS LIMIT	<u>\$ 945,294,531</u>
APPROPRIATIONS SUBJECT TO LIMIT	<u>\$ 306,674,058</u>

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

**COUNTY OF SOLANO  
SCHEDULE 3  
FUND BALANCE - GOVERNMENTAL FUNDS  
FY2023/24**

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2023 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2023 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
<b>GENERAL FUND</b>						
001	GENERAL FUND	209,746,806	1,100,000	171,899,584	0	36,747,222
<b>TOTAL GENERAL FUND</b>		<b>209,746,806</b>	<b>1,100,000</b>	<b>171,899,584</b>	<b>0</b>	<b>36,747,222</b>
<b>SPECIAL REVENUE FUNDS</b>						
004	COUNTY LIBRARY	32,023,071	4,000,000	4,736,583	0	23,286,488
012	FISH/WILDLIFE PROPAGATION	40,153	0	5,010	0	35,143
016	PARKS AND RECREATION	810,206	0	450	0	809,756
035	JH REC HALL - WARD WELFARE	113,693	0	0	0	113,693
036	LIBRARY ZONE 1	779,826	0	0	0	779,826
037	LIBRARY ZONE 2	4,622	0	0	0	4,622
066	LIBRARY ZONE 6	2,296	0	0	0	2,296
067	LIBRARY ZONE 7	59,823	0	0	0	59,823
101	ROAD	13,409,225	2,700,000	2,772,602	0	7,936,623
105	HOUSING REHABILITATION	1,128,177	0	950,608	0	177,569
120	HOMEACRES LOAN PROGRAM	2,230,479	0	224,172	0	2,006,307
151	FIRST 5 FUTURE INITIATIVE	1,033,304	82,000	0	0	951,304
153	FIRST 5 SOLANO	10,673,640	0	7,089,727	0	3,583,913
215	RECORDER SPECIAL REVENUE	11,596,221	0	0	0	11,596,221
228	LIBRARY - FRIENDS & FOUNDATION	130,895	0	0	0	130,895
233	DISTRICT ATTORNEY SPECIAL REV	2,639,830	0	204,584	0	2,435,246
241	CIVIL PROCESSING FEES	1,107,031	0	691,559	0	415,472
253	SHERIFF'S ASSET SEIZURE	186,316	0	0	0	186,316
256	SHERIFF OES	1,040,354	400,000	0	0	640,354
263	CJ TEMP CONSTRUCTION	22,042	0	0	0	22,042
264	CRTHSE TEMP CONST	104,855	0	0	0	104,855

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

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2023 ESTIMATED	LESS: OBLIGATED FUNDS			FUND BALANCE AVAILABLE 6/30/2023 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
278	PUBLIC WORKS IMPROVEMENT	2,098,826	0	21,795	0	2,077,031
281	SURVEY MONUMENT PRESERVATION	99,041	0	0	0	99,041
282	COUNTY DISASTER	500,000	500,000	0	0	0
290	AMERICAN RESCUE PLAN ACT	0	12,000,000	0	0	0
296	PUBLIC FACILITIES FEES	49,936,791	0	0	0	49,936,791
323	COUNTY LOW/MOD HSNG SET ASIDE	1,700,000	0	1,700,000	0	0
325	SHERIFF'S OFFICE GRANTS	0	10,000	0	0	0
326	SHERIFF - SPECIAL REVENUE	662,567	0	0	0	662,567
369	CHILD SUPPORT SERVICES	248,732	0	0	0	248,732
390	TOBACCO PREVENTION & EDUCATION	60	0	60	0	0
900	PUBLIC SAFETY	72,241	0	72,241	0	0
901	C M F CASES	156,602	0	0	0	156,602
902	HEALTH & SOCIAL SERVICES	29,502,295	0	29,502,295	0	0
903	WORKFORCE DEVELOPMENT BOARD	620	0	620	0	0
905	COUNTY LOCAL REVENUE FUND 2011	0	0	0	0	0
906	MHSA	32,641,563	0	29,467,361	0	3,174,202
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>208,765,397</b>	<b>19,692,000</b>	<b>77,439,667</b>	<b>0</b>	<b>111,633,730</b>
<b>CAPITAL PROJECT FUNDS</b>						
006	CAPITAL OUTLAY	31,681,563	25,000,000	0	0	6,681,563
106	PUBLIC ARTS PROJECTS	44,427	0	0	0	44,427
107	FAIRGROUNDS DEVELOPMENT PROJ	1,775,208	200,000	0	0	1,575,208
<b>TOTAL CAPITAL PROJECT FUNDS</b>		<b>33,501,198</b>	<b>25,200,000</b>	<b>0</b>	<b>0</b>	<b>8,301,198</b>
<b>DEBT SERVICE FUNDS</b>						
306	PENSION DEBT SERVICE	3,702,679	0	740,996	2,961,683	0
332	GOVERNMENT CENTER DEBT SERVICE	2,818,039	0	0	2,784,373	33,666
336	2013 COP ANIMAL CARE PROJECT	6,193	0	0	6,193	0
<b>TOTAL DEBT SERVICE FUNDS</b>		<b>6,526,911</b>	<b>0</b>	<b>740,996</b>	<b>5,752,249</b>	<b>33,666</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>		<b>458,540,312</b>	<b>45,992,000</b>	<b>250,080,247</b>	<b>5,752,249</b>	<b>156,715,816</b>

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

**COUNTY OF SOLANO  
SCHEDULE 4  
OBLIGATED FUND BALANCES - BY GOVERNMENTAL FUNDS  
FY2023/24**

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2023	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2023/24
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
	<b>GENERAL FUND</b>						
001	GENERAL						
	General Reserve	46,999,772					46,999,772
	Non-Spendable - LT Receivable	23,639,738	6,000,000				17,639,738
	Non-Spendable - Inventory	793					793
	Restricted - PARS 115	32,520,238					32,520,238
	Assigned - Unfunded Employee Leave Payoff	6,162,039	1,500,000				4,662,039
	Assigned - Capital Renewal Reserve	26,377,173	9,374,950		1,987,421		18,989,644
	Assigned - Employer PERS Rate Increase	29,357,804					29,357,804
	Assigned - Housing/SB375	1,351,689					1,351,689
	Assigned - Property Tax System Replacement	5,486,578					5,486,578
	Assigned - Imprest Cash	3,760					3,760
	<b>FUND TOTAL</b>	<b>171,899,584</b>	<b>16,874,950</b>		<b>1,987,421</b>		<b>157,012,055</b>
	<b>TOTAL GENERAL FUND</b>	<b>171,899,584</b>	<b>16,874,950</b>	<b>0</b>	<b>1,987,421</b>	<b>0</b>	<b>157,012,055</b>
	<b>SPECIAL REVENUE FUNDS</b>						
004	COUNTY LIBRARY						
	General Reserve	4,733,407					4,733,407
	Assigned - Imprest Cash	3,176					3,176
	<b>FUND TOTAL</b>	<b>4,736,583</b>					<b>4,736,583</b>
012	FISH/WILDLIFE PROPAGATION FUND						
	General Reserve	5,010					5,010
016	PARKS AND RECREATION						
	Assigned - Imprest Cash	450					450
101	ROAD						
	General Reserve	2,622,134					2,622,134
	Non-Spendable - Inventory	150,468					150,468
	<b>FUND TOTAL</b>	<b>2,772,602</b>					<b>2,772,602</b>
105	HOME INVESTMENT PARTNERSHIP						
	Non-Spendable - LT Receivable	950,608					950,608
120	HOMEACRES LOAN PROGRAM						
	Non-Spendable - LT Receivable	223,342					223,342
	General Reserve	830					830
	<b>FUND TOTAL</b>	<b>224,172</b>					<b>224,172</b>
153	FIRST 5 SOLANO						
	General Reserve	7,089,727					7,089,727

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

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 06/30/2023	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2023/24
			RECOMMENDED	ADOPTED	RECOMMENDED	ADOPTED	
233	DISTRICT ATTORNEY SPECIAL REV General Reserve	204,584					204,584
241	CIVIL PROCESSING FEES General Reserve	691,559					691,559
278	PUBLIC WORKS IMPROVEMENT General Reserve	21,795					21,795
323	COUNTY LOW/MOD HSNG SET ASIDE General Reserves	1,700,000					1,700,000
390	TOBACCO PREVENTION & EDUCATION Assigned - Imprest Account Debit Card	60					60
900	PUBLIC SAFETY Assigned - Imprest Cash	6,350					6,350
	Assigned - Imprest Account Debit Card	3,455					3,455
	Restricted - CJIS/CLETS Refresh	62,436					62,436
	<b>FUND TOTAL</b>	<b>72,241</b>					<b>72,241</b>
902	HEALTH & SOCIAL SERVICES Assigned - Imprest Cash	4,440					4,440
	Restricted - Imprest Account Debit Card	29,269					29,269
	Restricted - IGT Public Health	24,568,726	6,227,326				18,341,400
	Assigned - Mission Solano Rescue	1,000,000					1,000,000
	Restricted - Mental Health	2,710,452					2,710,452
	Restricted - DSH Diversion	1,189,408			499,370		1,688,778
	<b>FUND TOTAL</b>	<b>29,502,295</b>	<b>6,227,326</b>		<b>499,370</b>		<b>23,774,339</b>
903	WORKFORCE INVESTMENT BOARD Assigned - Imprest Cash	620					620
906	MENTAL HEALTH SERVICES ACT General Reserve	29,467,361			10,523,757		39,991,118
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>77,439,667</b>	<b>6,227,326</b>	<b>0</b>	<b>11,023,127</b>	<b>0</b>	<b>82,235,468</b>
	<b>DEBT SERVICE FUNDS</b>						
306	PENSION DEBT SERVICE Non-Spendable - LT Receivable	740,996					740,996
	Assigned - Debt Financing	2,961,683			4,374,222		7,335,905
	<b>FUND TOTAL</b>	<b>3,702,679</b>			<b>4,374,222</b>		<b>8,076,901</b>
332	GOVERNMENT CENTER DEBT SERVICE Assigned - Debt Financing	2,784,373			33,666		2,818,039
336	2013 COP ANIMAL CARE Restricted - Debt Financing	6,193					6,193
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>6,493,245</b>	<b>0</b>	<b>0</b>	<b>4,407,888</b>	<b>0</b>	<b>10,901,133</b>
	<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>255,832,496</b>	<b>23,102,276</b>	<b>0</b>	<b>17,418,436</b>	<b>0</b>	<b>250,148,656</b>

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

**COUNTY OF SOLANO  
SCHEDULE 5  
SUMMARY OF ADDITIONAL FINANCING SOURCES BY SOURCE AND FUND  
GOVERNMENTAL FUNDS  
FY2023/24**

DESCRIPTION	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>SUMMARIZATION BY SOURCE</b>				
TAXES	242,734,458	241,860,920	256,657,147	6.1%
LICENSES, PERMITS & FRANCHISE	9,802,092	9,651,871	9,865,174	2.2%
FINES, FORFEITURES & PENALTY	3,560,152	2,985,877	3,214,894	7.7%
REVENUE FROM USE OF MONEY/PROP	7,940,958	3,563,589	8,420,484	136.3%
INTERGOVERNMENTAL REVENUES	482,070,417	528,455,369	620,915,633	17.5%
CHARGES FOR SERVICES	109,400,597	119,026,152	128,317,406	7.8%
MISC REVENUES	14,379,757	16,376,734	13,036,260	(20.4%)
OTHER FINANCING SOURCES	266,213,666	266,961,182	307,173,482	15.1%
<b>TOTAL SUMMARIZATION BY SOURCE</b>	<b>1,136,102,097</b>	<b>1,188,881,694</b>	<b>1,347,600,480</b>	<b>13.4%</b>
<b>SUMMARIZATION BY FUND</b>				
001 GENERAL FUND	300,795,037	297,004,774	324,853,315	9.4%
004 COUNTY LIBRARY	26,680,692	27,609,723	29,629,004	7.3%
012 FISH/WILDLIFE PROPAGATION	3,771	3,612	4,000	10.7%
016 PARKS AND RECREATION	2,319,877	2,238,063	2,473,264	10.5%
035 JH REC HALL - WARD WELFARE	390	500	500	0.0%
036 LIBRARY ZONE 1	2,192,750	2,120,149	2,357,695	11.2%
037 LIBRARY ZONE 2	48,540	47,989	52,712	9.8%
066 LIBRARY ZONE 6	22,944	22,585	24,291	7.6%
067 LIBRARY ZONE 7	561,080	550,364	597,175	8.5%
101 ROAD	22,143,467	30,249,544	28,200,033	(6.8%)
105 HOUSING REHABILITATION	28,975	423	2,500	491.0%
120 HOMEACRES LOAN PROGRAM	37,213	6,480	35,000	440.1%
150 HOUSING & URBAN DEVELOPMENT	2,808,122	3,700,000	3,300,000	(10.8%)
151 FIRST 5 FUTURE INITIATIVE	1,771,802	1,664,440	1,648,298	(1.0%)
152 IN HOME SUPP SVCS-PUBLIC AUTH	18,767,204	21,192,685	22,200,829	4.8%
153 FIRST 5 SOLANO	6,810,216	4,777,706	10,265,470	114.9%



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

DESCRIPTION	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
215 RECORDER SPECIAL REVENUE	899,810	925,300	878,500	(5.1%)
216 AAA NAPA/SOLANO	4,843,595	6,672,285	7,281,610	9.1%
228 LIBRARY - FRIENDS & FOUNDATION	78,620	85,450	87,030	1.8%
233 DISTRICT ATTORNEY SPECIAL REV	751,373	302,000	302,000	0.0%
241 CIVIL PROCESSING FEES	97,498	121,391	148,751	22.5%
253 SHERIFF'S ASSET SEIZURE	9,183	350	25,556	7201.7%
256 SHERIFF OES	2,392,748	1,319,498	2,432,421	84.3%
263 CJ TEMP CONSTRUCTION	267,223	226,119	261,000	15.4%
264 CRTHSE TEMP CONST	265,305	221,239	257,000	16.2%
278 PUBLIC WORKS IMPROVEMENT	457,649	439,944	515,000	17.1%
281 SURVEY MONUMENT PRESERVATION	9,514	9,843	10,600	7.7%
282 COUNTY DISASTER	13,998,066	4,160,115	833,501	(80.0%)
290 AMERICAN RESCUE PLAN ACT	104,131	12,665,416	57,035,916	350.3%
296 PUBLIC FACILITIES FEES	9,518,294	5,783,180	6,861,400	18.6%
325 SHERIFF'S OFFICE GRANTS	0	0	130,143	100.0%
326 SHERIFF - SPECIAL REVENUE	997,254	1,032,256	1,030,175	(0.2%)
369 CHILD SUPPORT SERVICES	12,569,249	13,174,044	13,426,516	1.9%
390 TOBACCO PREVENTION & EDUCATION	912,575	612,807	473,944	(22.7%)
900 PUBLIC SAFETY	228,249,362	255,896,370	277,476,500	8.4%
901 C M F CASES	474,405	450,000	586,000	30.2%
902 HEALTH & SOCIAL SERVICES	350,381,331	400,035,603	447,324,253	11.8%
903 WORKFORCE DEVELOPMENT BOARD	5,343,983	6,803,807	8,107,951	19.2%
905 COUNTY LOCAL REVENUE FUND 2011	159,148	150,000	192,042	28.0%
906 MHSA	27,311,890	31,065,762	46,475,183	49.6%
006 CAPITAL OUTLAY	72,333,755	22,736,524	21,081,913	(7.3%)
106 PUBLIC ARTS PROJECTS	2,739	532	1,557	192.7%
107 FAIRGROUNDS DEVELOPMENT PROJ	2,035,765	13,737,942	8,407,899	(38.8%)
300 2021 CERTIFICATES OF PARTICIPATION	0	2,059,114	2,057,513	(0.1%)
306 PENSION DEBT SERVICE	8,830,964	9,174,663	10,421,267	13.6%
332 GOVERNMENT CENTER DEBT SERVICE	7,352,963	7,368,722	7,357,182	(0.2%)
336 2013 COP ANIMAL CARE PROJECT	462,269	462,381	476,071	3.0%
<b>TOTAL SUMMARIZATION BY FUND</b>	<b>1,136,102,097</b>	<b>1,188,881,694</b>	<b>1,347,600,480</b>	<b>13.4%</b>

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

**COUNTY OF SOLANO  
SCHEDULE 6  
DETAIL OF ADDITIONAL FINANCING SOURCES BY FUND AND ACCOUNT  
GOVERNMENTAL FUNDS  
FY2023/24**

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>01</b>	<b>GENERAL FUND</b>					
<b>001</b>	<b>GENERAL FUND</b>					
	<b>9000 TAXES</b>					
	CURRENT SECURED		93,638,462	96,718,030	102,102,000	5.6%
	CURRENT UNSECURED		2,905,783	2,900,000	2,900,000	0.0%
	PRIOR UNSECURED		113,287	95,000	110,000	15.8%
	SUPPLEMENTAL SECURED		1,987,047	2,000,000	2,500,000	25.0%
	PRIOR SECURED		202,375	50,000	50,000	0.0%
	PENALTIES		418,688	385,000	447,000	16.1%
	SALES & USE TAX		3,086,429	3,000,000	3,000,000	0.0%
	TRANSIENT OCCUPANCY TAX		136,942	100,000	125,000	25.0%
	PROPERTY TRANSFER TAX		5,005,784	3,750,000	3,750,000	0.0%
	PROPERTY TAX-IN LIEU OF VLF		59,709,045	61,500,000	66,780,000	8.6%
	UNITARY		3,512,372	3,500,000	3,760,000	7.4%
	ABX1 26 RESIDUAL TAXES		16,606,616	14,420,000	16,380,000	13.6%
	ABX1 26 PASS THROUGH		29,649,736	28,840,000	28,090,000	(2.6%)
	<b>Total 9000 TAXES</b>		<b>216,972,568</b>	<b>217,258,030</b>	<b>229,994,000</b>	<b>5.9%</b>
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
	ANIMAL LICENSES		31,973	30,559	29,785	(2.5%)
	BUSINESS LICENSES		106,688	98,360	104,505	6.2%
	BUILDING PERMITS		1,418,034	1,887,042	1,700,000	(9.9%)
	ZONING PERMITS		112,670	142,000	145,000	2.1%
	SOLID WASTE PERMITS		2,264,780	2,213,767	2,259,054	2.0%
	SEPTIC CONSTRUCTION PERMITS		295,038	275,000	275,000	0.0%
	FRANCHISE-PG&E ELECTRIC		545,428	350,000	350,000	0.0%
	FRANCHISE-PG&E GAS		100,863	75,000	75,000	0.0%
	FRANCHISE-CATV		107,728	100,000	100,000	0.0%
	FRANCHISE-GARBAGE		260,155	162,250	214,820	32.4%
	FRANCHISES - OTHER		25,932	25,000	26,000	4.0%
	LICENSES & PERMITS-OTHER		304,581	310,772	307,194	(1.2%)
	MARRIAGE LICENSES		129,407	170,000	165,000	(2.9%)
	FOOD PERMITS		1,780,325	1,650,000	1,850,000	12.1%
	PENALTY FEES		34,834	45,035	60,400	34.1%
	HOUSING PERMITS		98,245	90,250	90,000	(0.3%)
	RECREATIONAL HEALTH PERMITS		169,068	172,500	175,000	1.4%
	WATER PERMITS		7,113	7,397	3,861	(47.8%)
	HAZARDOUS MATERIALS PERMITS		1,366,246	1,381,099	1,390,000	0.6%
	MIDDLE GREEN VALLEY SP PL FEE		3,407	0	0	0.0%
	BODY ART ACTIVITIES		33,451	30,000	35,000	16.7%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>9,195,966</b>	<b>9,216,031</b>	<b>9,355,619</b>	<b>1.5%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>						
	VEHICLE CODE FINES		602,434	600,000	625,000	4.2%
	OTHER COURT FINES		118,362	75,000	125,000	66.7%
	VEHICLE FINES-DRUNK DRIVING		14,229	5,000	15,000	200.0%
	SB 1127 CONVICTIONS		9,363	6,000	10,000	66.7%
	WARRANT REVENUE - TRAFFIC		132	0	0	0.0%
	CONTEMPT OF COURT/CRIMINAL		25	0	0	0.0%
	FORFEITURES & PENALTIES		19,742	14,000	14,000	0.0%
	OTHER ASSESSMENTS		379,326	301,800	353,000	17.0%
<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>			<b>1,143,614</b>	<b>1,001,800</b>	<b>1,142,000</b>	<b>14.0%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		817,776	1,100,000	2,500,000	127.3%
	LEASE REVENUE - BUILDINGS LT		854,800	721,602	723,825	0.3%
	CONCESSIONS		7,544	10,000	10,000	0.0%
	LEASE/RENTAL INCOME - ST		0	0	25,000	100.0%
	LEASE REVENUE - LAND LT		130,598	131,661	135,648	3.0%
	ROYALTIES		695	510	520	2.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>1,811,414</b>	<b>1,963,773</b>	<b>3,394,993</b>	<b>72.9%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		7,760	7,800	7,800	0.0%
	STATE HIGHWAY RENTALS		271	300	300	0.0%
	STATE - MTR V HICLS IN-LIEU TAX		424,239	200,000	100,000	(50.0%)
	HOMEOWNERS PROPERTY TAX RELIEF		896,217	896,000	877,000	(2.1%)
	STATE UNCLAIMED GAS TAX		1,058,295	974,625	974,625	0.0%
	STATE GLASSY WINGED SHARPSHOOT		750,970	531,200	833,587	56.9%
	STATE PESTICIDE MILL		375,867	375,000	375,000	0.0%
	SB90 CLAIMS REIMBURSEMENT		35,256	0	0	0.0%
	ST ADM IHSS		120	0	0	0.0%
	STATE 4700 P.C.		10,796	8,654	18,593	114.8%
	STATE VETERANS AFFAIRS		469,405	550,000	550,000	0.0%
	STATE PEST DETECTION		288,255	285,674	288,571	1.0%
	ST SALES TX 1991 REALIGNMNT-SS		351,000	351,000	351,000	0.0%
	STATE OTHER		5,192,236	2,326,834	2,301,059	(1.1%)
	STATE GRANT REVENUE		225,470	108,765	361,174	232.1%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>10,086,158</b>	<b>6,615,852</b>	<b>7,038,709</b>	<b>6.4%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL - REVENUE SHARING		0	1,300	2,700	107.7%
	FEDERAL OTHER		3,733	104,543	3,700	(96.5%)
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>3,733</b>	<b>105,843</b>	<b>6,400</b>	<b>(94.0%)</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	LMIHF & OTHER ASSETS		597,094	45,000	45,000	0.0%
	OTHER GOVERNMENTAL AGENCIES		2,368,387	2,642,170	2,881,566	9.1%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>2,965,481</b>	<b>2,687,170</b>	<b>2,926,566</b>	<b>8.9%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		308,757	312,015	312,325	0.1%
	CONTRACT SERVICES		676,941	681,820	769,035	12.8%
	FILING FEES		42,446	0	27,500	100.0%
	CIVIL PROCESS FEES		2,441	2,650	1,500	(43.4%)
	RECORDING FEES		2,180,962	2,350,000	1,750,000	(25.5%)
	COURT FEES		5,209	3,268	6,263	91.6%
	PHYTOSANI FIELD INSP FEE		175,260	145,000	140,000	(3.4%)
	CERTIFIED SEED INSP FEE		2,126	2,126	2,126	0.0%
	ADMIN SERVICES FEES		404,316	433,627	324,732	(25.1%)
	ASSMT & TAX COLLECTION FEES		4,879,207	4,704,158	4,906,445	4.3%
	AUDITING & ACCOUNTING FEES		1,442,438	1,623,831	1,747,994	7.6%
	LEGAL FEES		256,491	213,400	230,000	7.8%
	ELECTION SERVICES		285,415	900,000	21,000	(97.7%)
	ENGINEERING SERVICES		36,214	40,000	40,000	0.0%
	PLANNING SERVICES		601,618	170,400	170,200	(0.1%)
	LAND DIVISION FEES		44,038	30,800	45,800	48.7%
	REDEMPTION FEES		22,080	20,000	22,000	10.0%
	OTHER PROFESSIONAL SERVICES		75,393	1,906,557	2,282,825	19.7%
	33% PROOF OF CORRECTION		16,769	15,000	15,000	0.0%
	\$24 TRAFFIC SCHOOL FEES		815,205	800,000	830,000	3.8%
	CLERK'S FEES		168,402	182,000	166,000	(8.8%)
	ADMINISTRATION OVERHEAD		22,776,443	23,131,320	29,095,072	25.8%
	HUMANE SERVICES		144,708	181,674	148,374	(18.3%)
	DEPARTMENTAL ADMIN OVERHEAD		598,478	651,238	731,706	12.4%
	SB 813 COLLECTION FEES		865,493	919,000	1,019,000	10.9%
	DISPOSAL FEES		8,349,828	8,000,000	8,300,000	3.8%
	WATER WELL PERMITS		175,935	167,500	167,500	0.0%
	OTHER CHARGES FOR SERVICES		1,890,093	2,777,572	3,418,185	23.1%
	SPAY-NEUTER FEES		19,484	125,000	68,830	(44.9%)
	ANIMAL VACCINATION-MEDICATION		20,623	63,000	45,000	(28.6%)
	MICROCHIPS		9,872	18,000	28,800	60.0%
	INTERFUND SVCS PROVIDE-COUNTY		373,938	530,991	461,038	(13.2%)
	INTERFUND SVCS-ACCTNG & AUDIT		246,563	329,623	481,128	46.0%
	INTERFUND SVCS-LEGAL SRVCS		612,824	530,300	649,600	22.5%
	INTERFUND SVCS-PERSONNEL		205,542	0	0	0.0%
	INTERFUND SVCS-PRO SVCS		2,802,439	3,199,350	3,348,843	4.7%
	INTERFUND SVCS-MAINT/MATERIAL		130,929	78,568	68,605	(12.7%)
	INTERFUND SVCS-SMALL PROJECTS		232,428	229,748	345,440	50.4%
	INTERFUND SVCS-POSTAGE		323,266	373,955	377,042	0.8%
	INTERFUND SVCS-MAINT/LABOR		126,206	99,521	77,339	(22.3%)
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>52,346,817</b>	<b>55,943,012</b>	<b>62,642,247</b>	<b>12.0%</b>

**State of California Schedule 6**  
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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>9700 MISC REVENUE</b>						
	MISC SALES - TAXABLE		(82)	300	50	(83.3%)
	CASH OVERAGE		2,718	4,000	2,000	(50.0%)
	OTHER REVENUE		732,773	451,379	584,057	29.4%
	DONATIONS AND CONTRIBUTIONS		73,110	0	0	0.0%
	INSURANCE PROCEEDS		29,642	0	0	0.0%
	MISCELLANEOUS SALES-OTHER		107,975	127,584	120,674	(5.4%)
	EXCESS TAX LOSSES RESERVE		1,000,000	1,500,000	2,500,000	66.7%
	.33 HORSE RACING REVENUES		37,249	50,000	50,000	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>1,983,385</b>	<b>2,133,263</b>	<b>3,256,781</b>	<b>52.7%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	SALE OF NONTAXABLE FIXED ASSET		16,208	25,000	10,000	(60.0%)
	OPERATING TRANSFERS IN		4,189,307	0	0	0.0%
	OPERATING TXR IN - ARPA		0	0	5,000,000	100.0%
	SALE OF TAXABLE FIXED ASSETS		80,386	55,000	86,000	56.4%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>4,285,900</b>	<b>80,000</b>	<b>5,096,000</b>	<b>6270.0%</b>
<b>TOTAL GENERAL FUND FINANCING SOURCES</b>			<b>300,795,037</b>	<b>297,004,774</b>	<b>324,853,315</b>	<b>9.4%</b>
<b>TOTAL GENERAL FUND FINANCING SOURCES</b>			<b>300,795,037</b>	<b>297,004,774</b>	<b>324,853,315</b>	<b>9.4%</b>
<b>02 SPECIAL REVENUE FUNDS</b>						
<b>004 COUNTY LIBRARY</b>						
<b>9000 TAXES</b>						
	CURRENT SECURED		7,429,250	7,405,099	8,078,152	9.1%
	CURRENT UNSECURED		248,838	247,054	253,678	2.7%
	PRIOR UNSECURED		9,200	5,000	9,000	80.0%
	SUPPLEMENTAL SECURED		162,749	108,317	143,806	32.8%
	PRIOR SECURED		19,424	2,300	2,000	(13.0%)
	LIBRARY SALES TAX - MEASURE B		6,670,828	5,774,673	6,190,200	7.2%
	UNITARY		164,333	164,338	175,016	6.5%
	ABX1 26 RESIDUAL TAXES		1,155,575	1,092,905	1,243,032	13.7%
	ABX1 26 PASS THROUGH		1,238,420	1,218,211	1,341,156	10.1%
	<b>Total 9000 TAXES</b>		<b>17,098,616</b>	<b>16,017,897</b>	<b>17,436,040</b>	<b>8.9%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		92,847	49,306	250,000	407.0%
	LEASE REVENUE - BUILDINGS LT		1,575	0	2,215	100.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>94,422</b>	<b>49,306</b>	<b>252,215</b>	<b>411.5%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	FISH & GAME		560	0	0	0.0%
	STATE HIGHWAY RENTALS		17	0	0	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		64,722	63,388	61,933	(2.3%)
	STATE OTHER		142,785	127,188	174,000	36.8%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>208,084</b>	<b>190,576</b>	<b>235,933</b>	<b>23.8%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL OTHER		271	0	0	0.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>271</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	LMIHF & OTHER ASSETS		68,519	0	0	0.0%
	OTHER GOVERNMENTAL AGENCIES		149,052	162,816	100,902	(38.0%)
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>217,571</b>	<b>162,816</b>	<b>100,902</b>	<b>(38.0%)</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		45,795	20,589	44,441	115.8%
	LIBRARY SERVICES		15,014	10,892	10,173	(6.6%)
	OTHER PROFESSIONAL SERVICES		5,958,584	7,082,972	7,240,399	2.2%
	INTERFUND SV CES-PERSONNEL		2,424	0	0	0.0%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>6,021,817</b>	<b>7,114,453</b>	<b>7,295,013</b>	<b>2.5%</b>
<b>9700 MISC REVENUE</b>						
	CASH OVERAGE		62	0	0	0.0%
	OTHER REVENUE		1,347	960,840	960,840	0.0%
<b>Total 9700 MISC REVENUE</b>			<b>1,408</b>	<b>960,840</b>	<b>960,840</b>	<b>0.0%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	OPERATING TRANSFERS IN		2,733,994	2,781,185	2,986,411	7.4%
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>2,733,994</b>	<b>2,781,185</b>	<b>2,986,411</b>	<b>7.4%</b>
<b>9801 GENERAL FUND CONTRIBUTION</b>						
	TRANSFER IN-COUNTY CONTRIB		304,509	332,651	361,650	8.7%
<b>Total 9801 GENERAL FUND CONTRIBUTION</b>			<b>304,509</b>	<b>332,651</b>	<b>361,650</b>	<b>8.7%</b>
<b>TOTAL COUNTY LIBRARY FINANCING SOURCES</b>			<b>26,680,692</b>	<b>27,609,723</b>	<b>29,629,004</b>	<b>7.3%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>012</b>	<b>FISH/WILDLIFE PROPAGATION</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	3,620	3,500	3,500	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>3,620</b>	<b>3,500</b>	<b>3,500</b>	<b>0.0%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	151	112	500	346.4%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>151</b>	<b>112</b>	<b>500</b>	<b>346.4%</b>
<b>TOTAL</b>	<b>FISH/WILDLIFE PROPAGATION FINANCING SOURCES</b>		<b>3,771</b>	<b>3,612</b>	<b>4,000</b>	<b>10.7%</b>
<b>016</b>	<b>PARKS AND RECREATION</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	623,478	622,098	681,596	9.6%
		CURRENT UNSECURED	19,484	19,019	19,477	2.4%
		PRIOR UNSECURED	752	783	791	1.0%
		SUPPLEMENTAL SECURED	13,334	9,937	15,435	55.3%
		PRIOR SECURED	1,340	255	258	1.2%
		UNITARY	19,934	19,934	20,948	5.1%
		ABX1 26 RESIDUAL TAXES	108,211	96,929	106,280	9.6%
		ABX1 26 PASS THROUGH	157,708	151,749	152,080	0.2%
	<b>Total 9000 TAXES</b>		<b>944,240</b>	<b>920,704</b>	<b>996,865</b>	<b>8.3%</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		OTHER COURT FINES	171	1,200	750	(37.5%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>171</b>	<b>1,200</b>	<b>750</b>	<b>(37.5%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	2,136	1,000	10,000	900.0%
		CONCESSIONS	11,305	17,000	17,000	0.0%
		LEASE REVENUE - LAND LT	2,240	3,400	2,500	(26.5%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>15,681</b>	<b>21,400</b>	<b>29,500</b>	<b>37.9%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	51	51	51	0.0%
		STATE HIGHWAY RENTALS	2	2	2	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	5,937	5,900	5,706	(3.3%)
		STATE OFF-HIGHWAY MOTOR VEHICL	2,055	2,000	1,950	(2.5%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>8,045</b>	<b>7,953</b>	<b>7,709</b>	<b>(3.1%)</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL - REVENUE SHARING		0	9	15	66.7%
	FEDERAL OTHER		25	25	25	0.0%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>25</b>	<b>34</b>	<b>40</b>	<b>17.6%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	LMIHF & OTHER ASSETS		3,904	1,900	1,900	0.0%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>3,904</b>	<b>1,900</b>	<b>1,900</b>	<b>0.0%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	RECREATION SERVICES		696,249	623,500	700,000	12.3%
	INTERFUND SV CES PROVIDE-COUNTY		1,287	1,000	1,500	50.0%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>697,536</b>	<b>624,500</b>	<b>701,500</b>	<b>12.3%</b>
<b>9700 MISC REVENUE</b>						
	MISC SALES - TAXABLE		1,504	5,000	0	(100.0%)
	INSURANCE PROCEEDS		38,837	30,372	110,000	262.2%
<b>Total 9700 MISC REVENUE</b>			<b>40,341</b>	<b>35,372</b>	<b>110,000</b>	<b>211.0%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	OPERATING TRANSFERS IN		37,356	0	0	0.0%
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>37,356</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9801 GENERAL FUND CONTRIBUTION</b>						
	TRANSFER IN-COUNTY CONTRIB		572,579	625,000	625,000	0.0%
<b>Total 9801 GENERAL FUND CONTRIBUTION</b>			<b>572,579</b>	<b>625,000</b>	<b>625,000</b>	<b>0.0%</b>
<b>TOTAL PARKS AND RECREATION FINANCING SOURCES</b>			<b>2,319,877</b>	<b>2,238,063</b>	<b>2,473,264</b>	<b>10.5%</b>
<b>035 JH REC HALL - WARD WELFARE</b>						
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		390	500	500	0.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>390</b>	<b>500</b>	<b>500</b>	<b>0.0%</b>
<b>TOTAL JH REC HALL - WARD WELFARE FINANCING SOURCES</b>			<b>390</b>	<b>500</b>	<b>500</b>	<b>0.0%</b>



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>036</b>	<b>LIBRARY ZONE 1</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	1,174,169	1,168,375	1,289,481	10.4%
		CURRENT UNSECURED	29,875	29,202	26,412	(9.6%)
		PRIOR UNSECURED	1,014	0	0	0.0%
		SUPPLEMENTAL SECURED	23,651	23,777	31,692	33.3%
		PRIOR SECURED	4,181	0	0	0.0%
		UNITARY	20,186	20,187	21,763	7.8%
		ABX1 26 RESIDUAL TAXES	387,431	363,881	414,811	14.0%
		ABX1 26 PASS THROUGH	509,847	499,313	549,457	10.0%
		<b>Total 9000 TAXES</b>	<b>2,150,354</b>	<b>2,104,735</b>	<b>2,333,616</b>	<b>10.9%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	3,572	1,500	10,430	595.3%
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>3,572</b>	<b>1,500</b>	<b>10,430</b>	<b>595.3%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	123	0	0	0.0%
		STATE HIGHWAY RENTALS	7	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	14,208	13,914	13,649	(1.9%)
		<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>14,338</b>	<b>13,914</b>	<b>13,649</b>	<b>(1.9%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL OTHER	60	0	0	0.0%
		<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		LMIHF & OTHER ASSETS	24,426	0	0	0.0%
		<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>	<b>24,426</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 1 FINANCING SOURCES</b>		<b>2,192,750</b>	<b>2,120,149</b>	<b>2,357,695</b>	<b>11.2%</b>
<b>037</b>	<b>LIBRARY ZONE 2</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	40,981	41,152	44,957	9.2%
		CURRENT UNSECURED	1,477	1,477	1,618	9.5%
		PRIOR UNSECURED	60	0	0	0.0%
		SUPPLEMENTAL SECURED	768	500	669	33.8%
		PRIOR SECURED	97	0	0	0.0%
		UNITARY	1,223	1,223	1,288	5.3%
		ABX1 26 RESIDUAL TAXES	1,560	1,461	1,658	13.5%
		ABX1 26 PASS THROUGH	2,013	1,869	2,138	14.4%
		<b>Total 9000 TAXES</b>	<b>48,179</b>	<b>47,682</b>	<b>52,328</b>	<b>9.7%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	59	15	96	540.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>59</b>	<b>15</b>	<b>96</b>	<b>540.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	3	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	298	292	288	(1.4%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>301</b>	<b>292</b>	<b>288</b>	<b>(1.4%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL OTHER	1	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 2 FINANCING SOURCES</b>		<b>48,540</b>	<b>47,989</b>	<b>52,712</b>	<b>9.8%</b>
<b>066</b>	<b>LIBRARY ZONE 6</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	20,661	20,658	22,162	7.3%
		CURRENT UNSECURED	860	864	931	7.8%
		PRIOR UNSECURED	29	0	0	0.0%
		SUPPLEMENTAL SECURED	483	231	302	30.7%
		PRIOR SECURED	53	0	0	0.0%
		UNITARY	687	687	721	4.9%
	<b>Total 9000 TAXES</b>		<b>22,773</b>	<b>22,440</b>	<b>24,116</b>	<b>7.5%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	32	10	45	350.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>32</b>	<b>10</b>	<b>45</b>	<b>350.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	1	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	138	135	130	(3.7%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>139</b>	<b>135</b>	<b>130</b>	<b>(3.7%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL OTHER	1	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 6 FINANCING SOURCES</b>		<b>22,944</b>	<b>22,585</b>	<b>24,291</b>	<b>7.6%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
067	LIBRARY ZONE 7					
	<b>9000 TAXES</b>					
		CURRENT SECURED	499,071	495,509	537,027	8.4%
		CURRENT UNSECURED	13,070	12,790	12,311	(3.7%)
		PRIOR UNSECURED	696	0	0	0.0%
		SUPPLEMENTAL SECURED	11,830	6,120	8,075	31.9%
		PRIOR SECURED	1,313	0	0	0.0%
		UNITARY	10,465	10,466	11,172	6.7%
		ABX1 26 RESIDUAL TAXES	10,472	11,770	12,736	8.2%
		ABX1 26 PASS THROUGH	9,830	9,977	11,272	13.0%
		<b>Total 9000 TAXES</b>	<b>556,747</b>	<b>546,632</b>	<b>592,593</b>	<b>8.4%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	628	150	1,105	636.7%
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>628</b>	<b>150</b>	<b>1,105</b>	<b>636.7%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	32	0	0	0.0%
		STATE HIGHWAY RENTALS	2	0	0	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	3,656	3,582	3,477	(2.9%)
		<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>3,690</b>	<b>3,582</b>	<b>3,477</b>	<b>(2.9%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL OTHER	15	0	0	0.0%
		<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 7 FINANCING SOURCES</b>		<b>561,080</b>	<b>550,364</b>	<b>597,175</b>	<b>8.5%</b>
101	ROAD					
	<b>9000 TAXES</b>					
		CURRENT SECURED	1,030,696	1,014,778	1,112,207	9.6%
		CURRENT UNSECURED	42,350	42,447	46,744	10.1%
		PRIOR UNSECURED	1,583	1,700	1,700	0.0%
		SUPPLEMENTAL SECURED	24,092	22,750	23,945	5.3%
		PRIOR SECURED	2,735	510	520	2.0%
		UNITARY	73,478	73,479	75,923	3.3%
		<b>Total 9000 TAXES</b>	<b>1,174,934</b>	<b>1,155,664</b>	<b>1,261,039</b>	<b>9.1%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>						
	BUILDING PERMITS		33,565	35,000	25,000	(28.6%)
	ENCROACHMENT PERMITS		365,629	200,000	250,000	25.0%
	TRANSPORTATION PERMIT		15,281	15,000	15,000	0.0%
	GRADING PERMITS		60,887	50,000	60,000	20.0%
<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>			<b>475,362</b>	<b>300,000</b>	<b>350,000</b>	<b>16.7%</b>
<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>						
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		29,074	80,000	175,000	118.8%
	LEASE REVENUE - BUILDINGS LT		50,934	47,016	47,016	0.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>80,008</b>	<b>127,016</b>	<b>222,016</b>	<b>74.8%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	STATE - HIGHWAY USERS TAX		9,443,353	11,327,455	11,364,923	0.3%
	FISH & GAME		59	60	59	(1.7%)
	STATE HIGHWAY RENTALS		3	3	3	0.0%
	HOMEOWNERS PROPERTY TAX RELIEF		6,769	7,000	6,522	(6.8%)
	STATE CONSTRUCTION		100,000	100,000	100,000	0.0%
	STATE OTHER		250,611	250,000	649,385	159.8%
	RMRA-TRANSPORTATION		7,683,439	8,754,809	9,408,332	7.5%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>17,484,234</b>	<b>20,439,327</b>	<b>21,529,224</b>	<b>5.3%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL - REVENUE SHARING		0	150	150	0.0%
	FED CONSTRUCTION		190,858	3,629,730	120,000	(96.7%)
	FEDERAL OTHER		35,397	1,337,258	1,434,337	7.3%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>226,255</b>	<b>4,967,138</b>	<b>1,554,487</b>	<b>(68.7%)</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	OTHER GOVERNMENTAL AGENCIES		781,723	1,324,000	1,408,590	6.4%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>781,723</b>	<b>1,324,000</b>	<b>1,408,590</b>	<b>6.4%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		6	0	0	0.0%
	ENGINEERING SERVICES		31,401	20,000	30,000	50.0%
	DEPARTMENTAL ADMIN OVERHEAD		167,842	174,877	209,988	20.1%
	NON-ROAD SVCS - COUNTY		1,048,023	940,000	795,000	(15.4%)
	INTERFUND SVCS PROVIDE-COUNTY		308,417	246,632	227,719	(7.7%)
	INTERFUND SVCS-A CCTNG & AUDIT		41,574	43,834	57,470	31.1%
	INTERFUND SVCS-PRO SVCS		275,000	250,000	250,000	0.0%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>1,872,262</b>	<b>1,675,343</b>	<b>1,570,177</b>	<b>(6.3%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
	<b>9700 MISC REVENUE</b>					
		INSURANCE PROCEEDS	10,001	20,000	50,000	150.0%
		MISCELLANEOUS SALES-OTHER	1,688	1,500	1,500	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>11,689</b>	<b>21,500</b>	<b>51,500</b>	<b>139.5%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		SALE OF NONTAXABLE FIXED ASSET	0	195,000	100,000	(48.7%)
		LONG-TERM DEBT PROCEEDS	0	7,556	16,000	111.8%
		OPERATING TRANSFERS IN	37,000	37,000	137,000	270.3%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>37,000</b>	<b>239,556</b>	<b>253,000</b>	<b>5.6%</b>
<b>TOTAL</b>	<b>ROAD FINANCING SOURCES</b>		<b>22,143,467</b>	<b>30,249,544</b>	<b>28,200,033</b>	<b>(6.8%)</b>
<b>105</b>	<b>HOUSING REHABILITATION</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	28,975	423	2,500	491.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>28,975</b>	<b>423</b>	<b>2,500</b>	<b>491.0%</b>
<b>TOTAL</b>	<b>HOUSING REHABILITATION FINANCING SOURCES</b>		<b>28,975</b>	<b>423</b>	<b>2,500</b>	<b>491.0%</b>
<b>120</b>	<b>HOMEACRES LOAN PROGRAM</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	37,213	6,480	35,000	440.1%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>37,213</b>	<b>6,480</b>	<b>35,000</b>	<b>440.1%</b>
<b>TOTAL</b>	<b>HOMEACRES LOAN PROGRAM FINANCING SOURCES</b>		<b>37,213</b>	<b>6,480</b>	<b>35,000</b>	<b>440.1%</b>
<b>150</b>	<b>HOUSING &amp; URBAN DEVELOPMENT</b>					
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL OTHER	2,808,122	3,700,000	3,300,000	(10.8%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>2,808,122</b>	<b>3,700,000</b>	<b>3,300,000</b>	<b>(10.8%)</b>
<b>TOTAL</b>	<b>HOUSING &amp; URBAN DEVELOPMENT FINANCING SOURCES</b>		<b>2,808,122</b>	<b>3,700,000</b>	<b>3,300,000</b>	<b>(10.8%)</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>151</b>	<b>FIRST 5 FUTURE INITIATIVE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	3,316	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>3,316</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
		DONATIONS AND CONTRIBUTIONS	200,000	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	1,568,486	1,664,440	1,648,298	(1.0%)
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>1,568,486</b>	<b>1,664,440</b>	<b>1,648,298</b>	<b>(1.0%)</b>
<b>TOTAL</b>	<b>FIRST 5 FUTURE INITIATIVE FINANCING SOURCES</b>		<b>1,771,802</b>	<b>1,664,440</b>	<b>1,648,298</b>	<b>(1.0%)</b>
<b>152</b>	<b>IN HOME SUPP SVCS-PUBLIC AUTH</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		ST ADM IHSS	1,234,375	2,298,399	2,385,700	3.8%
		PRIOR YEAR REV-STATE & OTHERS	(67,608)	0	0	0.0%
		ST SALES TX 1991 REALIGNMNT-SS	6,779,351	6,779,351	7,930,882	17.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>7,946,118</b>	<b>9,077,750</b>	<b>10,316,582</b>	<b>13.6%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FED ADM HEALTH RELATED SVS	2,243,831	2,647,890	2,810,729	6.1%
		FEDERAL - PRIOR YEAR REVENUE	67,608	0	0	0.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>2,311,439</b>	<b>2,647,890</b>	<b>2,810,729</b>	<b>6.1%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	1,942	177	6,897	3796.6%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>1,942</b>	<b>177</b>	<b>6,897</b>	<b>3796.6%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	8,507,705	9,466,868	9,066,621	(4.2%)
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>8,507,705</b>	<b>9,466,868</b>	<b>9,066,621</b>	<b>(4.2%)</b>
<b>TOTAL</b>	<b>IN HOME SUPP SVCS-PUBLIC AUTH FINANCING SOURCES</b>		<b>18,767,204</b>	<b>21,192,685</b>	<b>22,200,829</b>	<b>4.8%</b>
<b>153</b>	<b>FIRST 5 SOLANO</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	39,102	53,211	300,000	463.8%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>39,102</b>	<b>53,211</b>	<b>300,000</b>	<b>463.8%</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	STATE OTHER		3,466,688	3,388,594	8,220,238	142.6%
	STATE GRANT REVENUE		339,973	422,436	435,054	3.0%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>3,806,660</b>	<b>3,811,030</b>	<b>8,655,292</b>	<b>127.1%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	OTHER GOVERNMENTAL AGENCIES		2,000,000	0	610,000	100.0%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>2,000,000</b>	<b>0</b>	<b>610,000</b>	<b>100.0%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	ADMINISTRATION OVERHEAD		0	0	23,623	100.0%
	INTERFUND SV CES PROVIDE-COUNTY		67,951	80,000	80,000	0.0%
	INTERFUND SV CES-PRO SV CES		422,868	598,465	591,555	(1.2%)
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>490,819</b>	<b>678,465</b>	<b>695,178</b>	<b>2.5%</b>
<b>9700 MISC REVENUE</b>						
	OTHER REVENUE		73,635	5,000	5,000	0.0%
	DONATIONS AND CONTRIBUTIONS		400,000	230,000	0	(100.0%)
<b>Total 9700 MISC REVENUE</b>			<b>473,635</b>	<b>235,000</b>	<b>5,000</b>	<b>(97.9%)</b>
<b>TOTAL</b>	<b>FIRST 5 SOLANO FINANCING SOURCES</b>		<b>6,810,216</b>	<b>4,777,706</b>	<b>10,265,470</b>	<b>114.9%</b>
<b>215</b>	<b>RECORDER SPECIAL REVENUE</b>					
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		36,565	25,300	154,500	510.7%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>36,565</b>	<b>25,300</b>	<b>154,500</b>	<b>510.7%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	RECORDING FEES		647,345	650,000	530,000	(18.5%)
	AUTOMATION-MICROGRAPHICS FEE		111,209	125,000	101,000	(19.2%)
	ADMIN SERVICES FEES		104,691	125,000	93,000	(25.6%)
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>863,245</b>	<b>900,000</b>	<b>724,000</b>	<b>(19.6%)</b>
<b>TOTAL</b>	<b>RECORDER SPECIAL REVENUE FINANCING SOURCES</b>		<b>899,810</b>	<b>925,300</b>	<b>878,500</b>	<b>(5.1%)</b>
<b>216</b>	<b>AAA NAPA/SOLANO</b>					
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		325	0	0	0.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>325</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	STATE OTHER		945,531	1,250,593	2,364,152	89.0%
	COVID-19 STATE PASS-THROUGH		868,519	2,071,149	1,546,411	(25.3%)
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>1,814,050</b>	<b>3,321,742</b>	<b>3,910,563</b>	<b>17.7%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL OTHER		2,604,929	2,851,188	2,886,031	1.2%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>2,604,929</b>	<b>2,851,188</b>	<b>2,886,031</b>	<b>1.2%</b>
<b>9700 MISC REVENUE</b>						
	OTHER REVENUE		93,731	118,468	126,104	6.4%
<b>Total 9700 MISC REVENUE</b>			<b>93,731</b>	<b>118,468</b>	<b>126,104</b>	<b>6.4%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	OPERATING TRANSFERS IN		330,560	380,887	358,912	(5.8%)
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>330,560</b>	<b>380,887</b>	<b>358,912</b>	<b>(5.8%)</b>
<b>TOTAL AAA NAPA/SOLANO FINANCING SOURCES</b>			<b>4,843,595</b>	<b>6,672,285</b>	<b>7,281,610</b>	<b>9.1%</b>
<b>228 LIBRARY - FRIENDS &amp; FOUNDATION</b>						
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		595	450	2,030	351.1%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>595</b>	<b>450</b>	<b>2,030</b>	<b>351.1%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	STATE OTHER		20,850	0	0	0.0%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>20,850</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9700 MISC REVENUE</b>						
	DONATIONS AND CONTRIBUTIONS		57,175	85,000	85,000	0.0%
<b>Total 9700 MISC REVENUE</b>			<b>57,175</b>	<b>85,000</b>	<b>85,000</b>	<b>0.0%</b>
<b>TOTAL LIBRARY - FRIENDS &amp; FOUNDATION FINANCING SOURCES</b>			<b>78,620</b>	<b>85,450</b>	<b>87,030</b>	<b>1.8%</b>
<b>233 DISTRICT ATTORNEY SPECIAL REV</b>						
<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>						
	FORFEITURES & PENALTIES		738,376	302,000	302,000	0.0%
	FORFEITURES-VEHICLE		875	0	0	0.0%
<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>			<b>739,251</b>	<b>302,000</b>	<b>302,000</b>	<b>0.0%</b>



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	12,122	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>12,122</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>DISTRICT ATTORNEY SPECIAL REV FINANCING SOURCES</b>		<b>751,373</b>	<b>302,000</b>	<b>302,000</b>	<b>0.0%</b>
<b>241</b>	<b>CIVIL PROCESSING FEES</b>					
	9300 FINES, FORFEITURES, & PENALTY					
		CIVIL ASSESSMENT	53,289	62,854	88,616	41.0%
		OTHER ASSESSMENTS	2,805	4,581	4,664	1.8%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>56,094</b>	<b>67,435</b>	<b>93,280</b>	<b>38.3%</b>
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	3,781	6,523	17,781	172.6%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>3,781</b>	<b>6,523</b>	<b>17,781</b>	<b>172.6%</b>
	9600 CHARGES FOR SERVICES					
		CIVIL PROCESS FEES	37,622	47,433	37,690	(20.5%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>37,622</b>	<b>47,433</b>	<b>37,690</b>	<b>(20.5%)</b>
<b>TOTAL</b>	<b>CIVIL PROCESSING FEES FINANCING SOURCES</b>		<b>97,498</b>	<b>121,391</b>	<b>148,751</b>	<b>22.5%</b>
<b>253</b>	<b>SHERIFF'S ASSET SEIZURE</b>					
	9300 FINES, FORFEITURES, & PENALTY					
		FORFEITURES & PENALTIES	8,662	0	0	0.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>8,662</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	521	350	2,807	702.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>521</b>	<b>350</b>	<b>2,807</b>	<b>702.0%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	0	0	22,749	100.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>0</b>	<b>0</b>	<b>22,749</b>	<b>100.0%</b>
<b>TOTAL</b>	<b>SHERIFF'S ASSET SEIZURE FINANCING SOURCES</b>		<b>9,183</b>	<b>350</b>	<b>25,556</b>	<b>7201.7%</b>
<b>256</b>	<b>SHERIFF OES</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	0	0	5,000	100.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>0</b>	<b>0</b>	<b>5,000</b>	<b>100.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE OTHER	1,159,039	0	745,017	100.0%
		STATE GRANT REVENUE	1,233,709	1,319,498	483,133	(63.4%)
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>2,392,748</b>	<b>1,319,498</b>	<b>1,228,150</b>	<b>(6.9%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL GRANT REVENUE	0	0	1,199,271	100.0%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>0</b>	<b>0</b>	<b>1,199,271</b>	<b>100.0%</b>
<b>TOTAL</b>	<b>SHERIFF OES FINANCING SOURCES</b>		<b>2,392,748</b>	<b>1,319,498</b>	<b>2,432,421</b>	<b>84.3%</b>
<b>263</b>	<b>CJ TEMP CONSTRUCTION</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	12,128	11,169	7,000	(37.3%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>12,128</b>	<b>11,169</b>	<b>7,000</b>	<b>(37.3%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	2,053	4,950	4,000	(19.2%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>2,053</b>	<b>4,950</b>	<b>4,000</b>	<b>(19.2%)</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		COURT FEES	253,041	210,000	250,000	19.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>253,041</b>	<b>210,000</b>	<b>250,000</b>	<b>19.0%</b>
<b>TOTAL</b>	<b>CJ TEMP CONSTRUCTION FINANCING SOURCES</b>		<b>267,223</b>	<b>226,119</b>	<b>261,000</b>	<b>15.4%</b>
<b>264</b>	<b>CRTHSE TEMP CONST</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	12,127	11,169	7,000	(37.3%)
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>12,127</b>	<b>11,169</b>	<b>7,000</b>	<b>(37.3%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	173	70	0	(100.0%)
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>173</b>	<b>70</b>	<b>0</b>	<b>(100.0%)</b>
	9600 CHARGES FOR SERVICES					
		COURT FEES	253,005	210,000	250,000	19.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>253,005</b>	<b>210,000</b>	<b>250,000</b>	<b>19.0%</b>
<b>TOTAL</b>	<b>CRTHSE TEMP CONST FINANCING SOURCES</b>		<b>265,305</b>	<b>221,239</b>	<b>257,000</b>	<b>16.2%</b>
<b>278</b>	<b>PUBLIC WORKS IMPROVEMENT</b>					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	4,201	3,944	19,000	381.7%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>4,201</b>	<b>3,944</b>	<b>19,000</b>	<b>381.7%</b>
	9600 CHARGES FOR SERVICES					
		ROAD SVCES ON COUNTY ROADS	411,537	415,000	475,000	14.5%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>411,537</b>	<b>415,000</b>	<b>475,000</b>	<b>14.5%</b>
	9700 MISC REVENUE					
		OTHER REVENUE	41,911	21,000	21,000	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>41,911</b>	<b>21,000</b>	<b>21,000</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>PUBLIC WORKS IMPROVEMENT FINANCING SOURCES</b>		<b>457,649</b>	<b>439,944</b>	<b>515,000</b>	<b>17.1%</b>
<b>281</b>	<b>SURVEY MONUMENT PRESERVATION</b>					
	9400 REVENUE FROM USE OF MONEY/PROP					
		INTEREST INCOME	284	443	1,200	170.9%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>284</b>	<b>443</b>	<b>1,200</b>	<b>170.9%</b>
	9600 CHARGES FOR SERVICES					
		RECORDING FEES	9,230	9,400	9,400	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>9,230</b>	<b>9,400</b>	<b>9,400</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>SURVEY MONUMENT PRESERVATION FINANCING SOURCES</b>		<b>9,514</b>	<b>9,843</b>	<b>10,600</b>	<b>7.7%</b>

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<b>282</b>	<b>COUNTY DISASTER</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	STATE OTHER		30,792	0	0	0.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>30,792</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	FEDERAL GRANT REVENUE		291,156	0	0	0.0%
	FEDERAL OTHER		13,348,437	1,046,874	74,270	(92.9%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>13,639,592</b>	<b>1,046,874</b>	<b>74,270</b>	<b>(92.9%)</b>
	<b>9700 MISC REVENUE</b>					
	OTHER REVENUE		100	0	0	0.0%
	INSURANCE PROCEEDS		327,581	1,675,101	759,231	(54.7%)
	<b>Total 9700 MISC REVENUE</b>		<b>327,681</b>	<b>1,675,101</b>	<b>759,231</b>	<b>(54.7%)</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
	LONG-TERM DEBT PROCEEDS		0	1,438,140	0	(100.0%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>0</b>	<b>1,438,140</b>	<b>0</b>	<b>(100.0%)</b>
<b>TOTAL</b>	<b>COUNTY DISASTER FINANCING SOURCES</b>		<b>13,998,066</b>	<b>4,160,115</b>	<b>833,501</b>	<b>(80.0%)</b>
<b>290</b>	<b>AMERICAN RESCUE PLAN ACT</b>					
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
	FED ARPA SLFRF DIRECT FUNDING		104,131	12,665,416	57,035,916	350.3%
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>104,131</b>	<b>12,665,416</b>	<b>57,035,916</b>	<b>350.3%</b>
<b>TOTAL</b>	<b>AMERICAN RESCUE PLAN ACT FINANCING SOURCES</b>		<b>104,131</b>	<b>12,665,416</b>	<b>57,035,916</b>	<b>350.3%</b>
<b>296</b>	<b>PUBLIC FACILITIES FEES</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		139,278	115,680	733,900	534.4%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>139,278</b>	<b>115,680</b>	<b>733,900</b>	<b>534.4%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
	CAPITAL FACILITIES FEES		9,379,016	5,667,500	6,127,500	8.1%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>9,379,016</b>	<b>5,667,500</b>	<b>6,127,500</b>	<b>8.1%</b>
<b>TOTAL</b>	<b>PUBLIC FACILITIES FEES FINANCING SOURCES</b>		<b>9,518,294</b>	<b>5,783,180</b>	<b>6,861,400</b>	<b>18.6%</b>

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<b>325</b>	<b>SHERIFF'S OFFICE GRANTS</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE GRANT REVENUE	0	0	130,143	100.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>0</b>	<b>0</b>	<b>130,143</b>	<b>100.0%</b>
<b>TOTAL</b>	<b>SHERIFF'S OFFICE GRANTS FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>130,143</b>	<b>100.0%</b>
<b>326</b>	<b>SHERIFF - SPECIAL REVENUE</b>					
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE REGISTRATION ADDON FEE	929,991	959,143	949,938	(1.0%)
		COURT ASSESSMENTS	64,178	71,302	74,157	4.0%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>994,169</b>	<b>1,030,445</b>	<b>1,024,095</b>	<b>(0.6%)</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	1,545	1,811	6,080	235.7%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>1,545</b>	<b>1,811</b>	<b>6,080</b>	<b>235.7%</b>
	<b>9700 MISC REVENUE</b>					
		INSURANCE PROCEEDS	1,540	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>1,540</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>SHERIFF - SPECIAL REVENUE FINANCING SOURCES</b>		<b>997,254</b>	<b>1,032,256</b>	<b>1,030,175</b>	<b>(0.2%)</b>
<b>369</b>	<b>CHILD SUPPORT SERVICES</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	3,464	3,000	20,000	566.7%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>3,464</b>	<b>3,000</b>	<b>20,000</b>	<b>566.7%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE SUPPORT ENFORCEMENT INC	4,571,035	4,309,626	4,394,052	2.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>4,571,035</b>	<b>4,309,626</b>	<b>4,394,052</b>	<b>2.0%</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FED CHILD SUPPORT	8,159,179	8,365,745	8,529,630	2.0%
		FEDERAL OTHER	(184,412)	495,673	482,834	(2.6%)
	<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>		<b>7,974,767</b>	<b>8,861,418</b>	<b>9,012,464</b>	<b>1.7%</b>

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	<b>9600 CHARGES FOR SERVICES</b>					
		INTERFUND SV CES PROVIDE-COUNTY	19,971	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>19,971</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	13	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>13</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>CHILD SUPPORT SERVICES FINANCING SOURCES</b>		<b>12,569,249</b>	<b>13,174,044</b>	<b>13,426,516</b>	<b>1.9%</b>
<b>390</b>	<b>TOBACCO PREVENTION &amp; EDUCATION</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	770	500	1,361	172.2%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>770</b>	<b>500</b>	<b>1,361</b>	<b>172.2%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE OTHER	729,388	455,577	455,828	0.1%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>729,388</b>	<b>455,577</b>	<b>455,828</b>	<b>0.1%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		INTERFUND SV CES-PERSONNEL	182,416	156,730	16,755	(89.3%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>182,416</b>	<b>156,730</b>	<b>16,755</b>	<b>(89.3%)</b>
<b>TOTAL</b>	<b>TOBACCO PREVENTION &amp; EDUCATION FINANCING SOURCES</b>		<b>912,575</b>	<b>612,807</b>	<b>473,944</b>	<b>(22.7%)</b>
<b>900</b>	<b>PUBLIC SAFETY</b>					
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
		BUSINESS LICENSES	3,610	2,375	3,088	30.0%
		LICENSES & PERMITS-OTHER	103,933	110,465	128,467	16.3%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>107,543</b>	<b>112,840</b>	<b>131,555</b>	<b>16.6%</b>
	<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>					
		VEHICLE CODE FINES	815	1,000	1,000	0.0%
		OTHER COURT FINES	2,010	1,100	1,000	(9.1%)
		VEHICLE FINES-DRUNK DRIVING	3,982	5,000	2,500	(50.0%)
		SB 1127 CONVICTIONS	21,661	20,000	20,000	0.0%
		FORFEITURES & PENALTIES	257,059	173,621	239,848	38.1%
		COURT ASSESSMENTS	63,994	62,000	65,000	4.8%
	<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>		<b>349,520</b>	<b>262,721</b>	<b>329,348</b>	<b>25.4%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
	STATE CATEGORICAL AID		577,210	30,000	100,000	233.3%
	STATE 4700 P.C.		939,184	1,026,000	1,026,138	0.0%
	STATE VLF REALIGNMENT - SS		32,859	32,859	32,859	0.0%
	PRIOR YEAR REV-STATE & OTHERS		20,196	0	2,000	100.0%
	STATE REIMBURSEMENT - POST		47,022	26,000	35,553	36.7%
	ST ADM CWS/LIC FFH		31,123	72,561	12,000	(83.5%)
	STATE AID PUBLIC SAFETY SVCS		52,262,816	48,045,388	50,720,247	5.6%
	STATE - 2011 REALIGNMENT		18,802,771	22,358,858	24,005,132	7.4%
	ST SALES TX 1991 REALIGNMNT-SS		884,657	884,657	884,657	0.0%
	STATE OTHER		6,335,954	6,048,926	8,024,710	32.7%
	STATE GRANT REVENUE		311,240	3,740,783	2,051,859	(45.1%)
	2011 REALIGNMENT REVOCATION		318,709	378,000	471,261	24.7%
	2011 REALIGNMENT BOOKING		848,012	848,012	848,012	0.0%
	2011 REALIGNMENT SLESF		97,625	474,731	349,300	(26.4%)
	2011 REALIGNMENT CALMMET		480,223	434,580	695,205	60.0%
	2011 REALIGNMENT FCARE ASSIST		275,015	651,000	390,600	(40.0%)
	2011 REALIGNMENT-CWS		75,871	67,000	67,000	0.0%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>82,340,489</b>	<b>85,119,355</b>	<b>89,716,533</b>	<b>5.4%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FEDERAL DIRECT - COVID-19		24,599	0	0	0.0%
	FEDERAL AID		202,302	334,800	150,000	(55.2%)
	FED ADM CWS SERVICES IVE		148,215	291,600	368,156	26.3%
	FEDERAL - PRIOR YEAR REVENUE		(38,796)	0	0	0.0%
	FEDERAL OTHER		588,194	546,006	561,806	2.9%
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>924,514</b>	<b>1,172,406</b>	<b>1,079,962</b>	<b>(7.9%)</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	OTHER GOVERNMENTAL AGENCIES		824,709	1,085,958	973,479	(10.4%)
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>824,709</b>	<b>1,085,958</b>	<b>973,479</b>	<b>(10.4%)</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		273	148	51	(65.5%)
	CONTRACT SERVICES		6,981,507	7,773,004	8,581,380	10.4%
	CIVIL PROCESS FEES		89,417	88,800	134,126	51.0%
	RECORDING FEES		868,040	896,905	1,046,051	16.6%
	COURT FEES		225	225	313	39.1%
	ADMIN SERVICES FEES		210	0	0	0.0%
	LEGAL FEES		38,589	31,500	32,000	1.6%
	OTHER PROFESSIONAL SERVICES		7,006	6,000	6,436	7.3%
	MEDICAL CARE-OTHER		132,697	225,000	420,750	87.0%
	DEPARTMENTAL ADMIN OVERHEAD		61,535	77,889	174,726	124.3%

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	LAW ENFORCEMENT SERVICES		3,093,282	2,926,177	3,455,129	18.1%
	OTHER CHARGES FOR SERVICES		292,981	213,642	241,094	12.8%
	INTERFUND SVCS PROVIDE-COUNTY		5,594	6,026	12,174	102.0%
	INTERFUND SVCS-LEGAL SRVCS		78,827	60,000	50,000	(16.7%)
	INTERFUND SVCS-PRO SVCS		2,503,980	3,002,558	3,017,274	0.5%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>14,154,164</b>	<b>15,307,874</b>	<b>17,171,504</b>	<b>12.2%</b>
	<b>9700 MISC REVENUE</b>					
	CASH OVERAGE		36	100	0	(100.0%)
	OTHER REVENUE		690,416	543,993	421,389	(22.5%)
	DONATIONS AND CONTRIBUTIONS		115,805	39,200	101,000	157.7%
	INSURANCE PROCEEDS		1,037,788	588,733	565,329	(4.0%)
	<b>Total 9700 MISC REVENUE</b>		<b>1,844,046</b>	<b>1,172,026</b>	<b>1,087,718</b>	<b>(7.2%)</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
	SALE OF NONTAXABLE FIXED ASSET		900	0	0	0.0%
	OPERATING TRANSFERS IN		1,977,251	2,189,285	2,584,622	18.1%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>1,978,151</b>	<b>2,189,285</b>	<b>2,584,622</b>	<b>18.1%</b>
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
	TRANSFER IN-COUNTY CONTRIB		125,726,225	149,473,905	164,401,779	10.0%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>125,726,225</b>	<b>149,473,905</b>	<b>164,401,779</b>	<b>10.0%</b>
<b>TOTAL</b>	<b>PUBLIC SAFETY FINANCING SOURCES</b>		<b>228,249,362</b>	<b>255,896,370</b>	<b>277,476,500</b>	<b>8.4%</b>
<b>901</b>	<b>C M F CASES</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
	INTEREST INCOME		17	0	0	0.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>17</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
	STATE 4700 P.C.		474,387	450,000	586,000	30.2%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>474,387</b>	<b>450,000</b>	<b>586,000</b>	<b>30.2%</b>
<b>TOTAL</b>	<b>C M F CASES FINANCING SOURCES</b>		<b>474,405</b>	<b>450,000</b>	<b>586,000</b>	<b>30.2%</b>
<b>902</b>	<b>HEALTH &amp; SOCIAL SERVICES</b>					
	<b>9200 LICENSES, PERMITS &amp; FRANCHISE</b>					
	LICENSES & PERMITS-OTHER		7,940	10,000	12,000	20.0%
	BURIAL PERMITS		15,926	13,000	16,000	23.1%
	<b>Total 9200 LICENSES, PERMITS &amp; FRANCHISE</b>		<b>23,866</b>	<b>23,000</b>	<b>28,000</b>	<b>21.7%</b>



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>9300 FINES, FORFEITURES, &amp; PENALTY</b>						
		FORFEITURES & PENALTIES	240,796	294,438	305,921	3.9%
<b>Total 9300 FINES, FORFEITURES, &amp; PENALTY</b>			<b>240,796</b>	<b>294,438</b>	<b>305,921</b>	<b>3.9%</b>
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
		INTEREST INCOME	524,373	413,668	1,832,475	343.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>524,373</b>	<b>413,668</b>	<b>1,832,475</b>	<b>343.0%</b>
<b>9501 INTERGOVERNMENTAL REV STATE</b>						
		STATE VLF 1991 REALIGNMNT - PH	12,947,418	14,864,355	20,797,055	39.9%
		ST ADM FOOD STAMPS	9,377,781	9,661,423	9,701,136	0.4%
		STATE CALWORK SINGLE	6,352,577	9,137,383	7,220,136	(21.0%)
		ST ADM IHSS	4,286,847	4,042,724	4,954,727	22.6%
		STATE CATEGORICAL AID	4,125,833	739,709	3,968,793	436.5%
		SHORT DOYLE QUALITY ASSURANCE	1,390,324	1,149,590	2,063,305	79.5%
		STATE ADMIN - CMSP	2,988	1,450	23,811	1542.1%
		STATE VLF REALIGNMENT - SS	1,102,298	14,058	14,058	0.0%
		PRIOR YEAR REV-STATE & OTHERS	3,926,899	4,283,667	3,648,867	(14.8%)
		ST ADM CWS/LIC FFH	88,013	88,665	86,068	(2.9%)
		STATE VLF 1991 REALIGNMNT-MH	1,013,213	1,013,213	1,013,213	0.0%
		STATE NON CWS ALLOCATION	789,463	721,642	849,151	17.7%
		STATE - 2011 REALIGNMENT	216,180	217,801	212,495	(2.4%)
		ST SALES TX 1991 REALIGNMNT-SS	10,347,850	7,992,284	13,317,726	66.6%
		ST SALES TX 1991 REALIGNMNT-MH	11,438,022	14,090,819	16,804,474	19.3%
		ST SALES TX 1991 REALIGNMNT-PH	2,367,227	5,006,700	557,944	(88.9%)
		STATE OTHER	5,156,214	6,016,242	6,183,166	2.8%
		IGT REVENUES	6,850,920	5,579,436	5,579,436	0.0%
		STATE GRANT REVENUE	3,802,273	2,502,736	5,185,313	107.2%
		COVID-19 STATE PASS-THROUGH	8,005,641	10,987,584	7,696,012	(30.0%)
		STATE DIRECT-COVID-19	200,000	400,000	0	(100.0%)
		1991 REALIGNMENT CALWORKS MOE	12,685,566	9,145,366	12,978,469	41.9%
		2011 REALIGNMENT AAP	3,473,459	4,413,469	4,937,064	11.9%
		2011 REALIGNMENT SA-DMC	(0)	1,505,064	1,651,175	9.7%
		2011 REALIGNMENT SA-NON DMC	120,931	1,178,263	888,452	(24.6%)
		2011 REALIGNMENT FCARE ASSIST	3,935,167	4,623,816	4,041,296	(12.6%)
		2011 REALIGNMENT FCARE ADMIN	400,322	503,041	505,823	0.6%
		2011 REALIGNMENT ADOPTIONS	450,454	574,164	780,959	36.0%
		2011 REALIGNMENT-DRUG COURT	181,157	181,157	181,157	0.0%
		2011 REALIGNMENT-CHILD ABUSE	193,314	135,143	138,946	2.8%
		2011 REALIGNMENT-CWS	7,917,895	9,938,529	11,404,231	14.7%
		2011 REALIGNMENT-APS	912,478	1,785,491	1,248,120	(30.1%)
		2011 REALIGNMENT-MANAGED CARE	8,506,736	13,501,853	14,318,597	6.0%
		2011 REALIGNMENT-EPSDT	4,648,541	5,031,650	5,793,838	15.1%
		CALWORKS MOE-FAMILY SUPPORT	2,182,491	0	0	0.0%

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	CALWORKS - CHILD POVERTY		4,865,740	10,730,023	6,892,034	(35.8%)
	STATE S/D MEDI-CAL		1,695,145	1,406,706	2,075,713	47.6%
	FUTURE OF PUBLIC HEALTH(FOFPH)		0	0	2,070,253	100.0%
<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>			<b>145,957,376</b>	<b>163,165,216</b>	<b>179,783,013</b>	<b>10.2%</b>
<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>						
	FED S/D MEDI-CAL		23,650,989	22,628,759	27,183,988	20.1%
	FED SHORT DOYLE ADMIN		21,995,795	27,256,114	28,860,768	5.9%
	FED ADM ILP IV-E		131,777	78,691	93,843	19.3%
	FEDERAL DIRECT - COVID-19		4,391,433	1,969,488	332,629	(83.1%)
	FED ADM CWS TANF		1,633,470	1,633,515	1,225,136	(25.0%)
	FED ADM FOSTER CARE IV-E		291,006	279,354	328,749	17.7%
	FEDERAL AID		21,548,342	24,575,125	31,340,929	27.5%
	FED ADM ADOPTIONS IV-E		409,502	668,395	669,708	0.2%
	FED ADM PSSF IV-B		270,811	276,908	269,016	(2.9%)
	FEDERAL TITLE XX-CWS		356,384	267,289	356,384	33.3%
	FED CALWORKS TANF		19,568,691	22,991,668	25,703,782	11.8%
	FEDERAL TITLE XX-CALWORKS		329,727	329,727	329,727	0.0%
	FED ADM FOOD STAMPS		12,025,843	11,303,735	11,272,798	(0.3%)
	FED ADM HEALTH RELATED SVS		4,683,398	6,072,460	5,638,061	(7.2%)
	FEDERAL ALCOHOL & DRUG-SAPT		1,495,474	2,127,711	1,805,168	(15.2%)
	FEDERAL GRANT REVENUE		174,542	551,281	0	(100.0%)
	FED ADM CWS IV-B		149,297	149,297	111,973	(25.0%)
	FED ADM CWS SERVICES IVE		2,979,999	3,820,737	4,717,424	23.5%
	FEDERAL NON CWS ALLOCATION		723,229	980,426	1,256,654	28.2%
	FEDERAL KINGAP		44,154	52,291	75,799	45.0%
	FEDERAL - PRIOR YEAR REVENUE		10,975,840	10,743,093	8,569,958	(20.2%)
	FEDERAL OTHER		1,153,979	1,845,349	1,850,354	0.3%
	CA EQUITABLE RECOVERY INITIATI		34,809	492,491	273,713	(44.4%)
	PH WORKFORCE DEVELOPMENT (WFD)		13,986	953,274	0	(100.0%)
<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>			<b>129,032,477</b>	<b>142,047,178</b>	<b>152,266,561</b>	<b>7.2%</b>
<b>9503 INTERGOVERNMENTAL REV OTHER</b>						
	OTHER GOVERNMENTAL AGENCIES		863,264	977,083	977,083	0.0%
<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>			<b>863,264</b>	<b>977,083</b>	<b>977,083</b>	<b>0.0%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	PHOTO/MICROFICHE COPIES		7,023	9,249	7,215	(22.0%)
	CONTRACT SERVICES		152,192	150,957	130,490	(13.6%)
	ESTATE & PUBLIC ADMIN FEES		203,400	230,000	221,721	(3.6%)
	RECORDING FEES		403,141	340,000	410,000	20.6%
	ADMIN SERVICES FEES		661,039	1,365,885	1,092,784	(20.0%)
	OTHER PROFESSIONAL SERVICES		485,762	502,066	508,247	1.2%
	PRIVATE PAY PATIENT		171,407	205,610	180,461	(12.2%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
		INSTITUTIONAL CARE	141,299	100,000	105,000	5.0%
		ADMINISTRATION OVERHEAD	61,231	0	0	0.0%
		INSURANCE PAYMENTS	104,569	50,472	98,171	94.5%
		MEDI-CAL SERVICES	10,610,239	18,304,611	18,435,155	0.7%
		MEDICARE SERVICES	911,637	278,151	954,146	243.0%
		PRIOR YEAR REV-OTHER CHARGES	312,630	150,000	157,773	5.2%
		CMSP SERVICES	300	0	0	0.0%
		OTHER CHARGES FOR SERVICES	139,656	305,000	202,279	(33.7%)
		MANAGED CARE SERVICES	4,739,685	4,759,941	4,474,780	(6.0%)
		INTERFUND SV CES-PERSONNEL	186,617	186,972	183,351	(1.9%)
		INTERFUND SV CES-PRO SV CES	150,545	181,447	111,596	(38.5%)
		<b>Total 9600 CHARGES FOR SERVICES</b>	<b>19,442,371</b>	<b>27,120,361</b>	<b>27,273,169</b>	<b>0.6%</b>
		<b>9700 MISC REVENUE</b>				
		OTHER REVENUE	4,695,953	1,617,055	1,804,126	11.6%
		DONATIONS AND CONTRIBUTIONS	293,571	579,502	551,490	(4.8%)
		<b>Total 9700 MISC REVENUE</b>	<b>4,989,524</b>	<b>2,196,557</b>	<b>2,355,616</b>	<b>7.2%</b>
		<b>9800 OTHER FINANCING SOURCES</b>				
		OPERATING TRANSFERS IN	1,388,062	1,811,645	2,198,444	21.4%
		OPERATING TXR IN - ARPA	0	0	2,703,728	100.0%
		TRANSFERS IN - MHSA	23,943,652	35,013,628	39,122,455	11.7%
		<b>Total 9800 OTHER FINANCING SOURCES</b>	<b>25,331,714</b>	<b>36,825,273</b>	<b>44,024,627</b>	<b>19.6%</b>
		<b>9801 GENERAL FUND CONTRIBUTION</b>				
		TRANSFER IN-COUNTY CONTRIB	23,975,570	26,972,829	38,477,788	42.7%
		<b>Total 9801 GENERAL FUND CONTRIBUTION</b>	<b>23,975,570</b>	<b>26,972,829</b>	<b>38,477,788</b>	<b>42.7%</b>
		<b>TOTAL HEALTH &amp; SOCIAL SERVICES FINANCING SOURCES</b>	<b>350,381,331</b>	<b>400,035,603</b>	<b>447,324,253</b>	<b>11.8%</b>
<b>903</b>		<b>WORKFORCE DEVELOPMENT BOARD</b>				
		<b>9400 REVENUE FROM USE OF MONEY/PROP</b>				
		INTEREST INCOME	1,105	1,000	1,000	0.0%
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>1,105</b>	<b>1,000</b>	<b>1,000</b>	<b>0.0%</b>
		<b>9501 INTERGOVERNMENTAL REV STATE</b>				
		STATE GRANT REVENUE	4,022,551	3,132,156	3,867,802	23.5%
		<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>4,022,551</b>	<b>3,132,156</b>	<b>3,867,802</b>	<b>23.5%</b>

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<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		OTHER GOVERNMENTAL AGENCIES	1,228,586	3,616,600	4,101,870	13.4%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>1,228,586</b>	<b>3,616,600</b>	<b>4,101,870</b>	<b>13.4%</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	46,741	9,250	127,326	1276.4%
		DONATIONS AND CONTRIBUTIONS	45,000	44,800	9,953	(77.8%)
	<b>Total 9700 MISC REVENUE</b>		<b>91,741</b>	<b>54,050</b>	<b>137,279</b>	<b>154.0%</b>
<b>TOTAL</b>	<b>WORKFORCE DEVELOPMENT BOARD FINANCING SOURCES</b>		<b>5,343,983</b>	<b>6,803,807</b>	<b>8,107,951</b>	<b>19.2%</b>
<b>905</b>	<b>COUNTY LOCAL REVENUE FUND 2011</b>					
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE - 2011 REALIGNMENT	159,148	150,000	192,042	28.0%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>159,148</b>	<b>150,000</b>	<b>192,042</b>	<b>28.0%</b>
<b>TOTAL</b>	<b>COUNTY LOCAL REVENUE FUND 2011 FINANCING SOURCES</b>		<b>159,148</b>	<b>150,000</b>	<b>192,042</b>	<b>28.0%</b>
<b>906</b>	<b>MHSA</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	100,889	70,060	395,756	464.9%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>100,889</b>	<b>70,060</b>	<b>395,756</b>	<b>464.9%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		STATE OTHER	27,210,993	30,995,674	46,079,419	48.7%
	<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>		<b>27,210,993</b>	<b>30,995,674</b>	<b>46,079,419</b>	<b>48.7%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	7	28	8	(71.4%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>7</b>	<b>28</b>	<b>8</b>	<b>(71.4%)</b>
<b>TOTAL</b>	<b>MHSA FINANCING SOURCES</b>		<b>27,311,890</b>	<b>31,065,762</b>	<b>46,475,183</b>	<b>49.6%</b>
<b>TOTAL</b>	<b>SPECIAL REVENUE FUNDS FINANCING SOURCES</b>		<b>744,289,892</b>	<b>836,337,042</b>	<b>972,943,763</b>	<b>16.3%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>03</b>	<b>CAPITAL PROJECT FUNDS</b>					
<b>006</b>	<b>CAPITAL OUTLAY</b>					
	<b>9000 TAXES</b>					
		CURRENT SECURED	2,484,705	2,536,159	2,716,000	7.1%
		CURRENT UNSECURED	77,644	78,112	76,800	(1.7%)
		PRIOR UNSECURED	3,002	2,356	3,000	27.3%
		SUPPLEMENTAL SECURED	53,133	61,978	55,000	(11.3%)
		PRIOR SECURED	5,337	102	750	635.3%
		UNITARY	79,369	77,656	83,000	6.9%
		ABX1 26 RESIDUAL TAXES	431,213	403,913	423,000	4.7%
		ABX1 26 PASS THROUGH	631,645	626,860	609,000	(2.8%)
		<b>Total 9000 TAXES</b>	<b>3,766,048</b>	<b>3,787,136</b>	<b>3,966,550</b>	<b>4.7%</b>
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	4,570,845	305,320	450,000	47.4%
		LEASE REVENUE - BUILDINGS LT	360,000	360,000	360,000	0.0%
		<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>	<b>4,930,845</b>	<b>665,320</b>	<b>810,000</b>	<b>21.7%</b>
	<b>9501 INTERGOVERNMENTAL REV STATE</b>					
		FISH & GAME	205	205	205	0.0%
		STATE HIGHWAY RENTALS	7	8	8	0.0%
		HOMEOWNERS PROPERTY TAX RELIEF	23,660	23,535	22,000	(6.5%)
		STATE CONSTRUCTION	3,792,104	2,373,186	0	(100.0%)
		STATE OTHER	0	3,100,000	0	(100.0%)
		<b>Total 9501 INTERGOVERNMENTAL REV STATE</b>	<b>3,815,977</b>	<b>5,496,934</b>	<b>22,213</b>	<b>(99.6%)</b>
	<b>9502 INTERGOVERNMENTAL REV FEDERAL</b>					
		FEDERAL - REVENUE SHARING	0	35	50	42.9%
		FEDERAL OTHER	99	100	100	0.0%
		<b>Total 9502 INTERGOVERNMENTAL REV FEDERAL</b>	<b>99</b>	<b>135</b>	<b>150</b>	<b>11.1%</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		LMIHF & OTHER ASSETS	15,558	40,922	5,000	(87.8%)
		<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>	<b>15,558</b>	<b>40,922</b>	<b>5,000</b>	<b>(87.8%)</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	0	4,039,160	0	(100.0%)
		<b>Total 9700 MISC REVENUE</b>	<b>0</b>	<b>4,039,160</b>	<b>0</b>	<b>(100.0%)</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	LONG-TERM DEBT PROCEEDS		30,000,000	0	0	0.0%
	OPERATING TRANSFERS IN		2,718,719	225,000	903,050	301.4%
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>32,718,719</b>	<b>225,000</b>	<b>903,050</b>	<b>301.4%</b>
<b>9801 GENERAL FUND CONTRIBUTION</b>						
	TRANSFER IN-COUNTY CONTRIB		27,086,510	8,481,917	15,374,950	81.3%
<b>Total 9801 GENERAL FUND CONTRIBUTION</b>			<b>27,086,510</b>	<b>8,481,917</b>	<b>15,374,950</b>	<b>81.3%</b>
<b>TOTAL</b>	<b>CAPITAL OUTLAY FINANCING SOURCES</b>		<b>72,333,755</b>	<b>22,736,524</b>	<b>21,081,913</b>	<b>(7.3%)</b>
<b>106</b>	<b>PUBLIC ARTS PROJECTS</b>					
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	INTEREST INCOME		141	250	400	60.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>141</b>	<b>250</b>	<b>400</b>	<b>60.0%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	OPERATING TRANSFERS IN		2,598	282	1,157	310.3%
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>2,598</b>	<b>282</b>	<b>1,157</b>	<b>310.3%</b>
<b>9801 GENERAL FUND CONTRIBUTION</b>						
<b>TOTAL</b>	<b>PUBLIC ARTS PROJECTS FINANCING SOURCES</b>		<b>2,739</b>	<b>532</b>	<b>1,557</b>	<b>192.7%</b>
<b>107</b>	<b>FAIRGROUNDS DEVELOPMENT PROJ</b>					
<b>9400 REVENUE FROM USE OF MONEY/PROP</b>						
	ROYALTIES		35,765	0	40,000	100.0%
<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>			<b>35,765</b>	<b>0</b>	<b>40,000</b>	<b>100.0%</b>
<b>9600 CHARGES FOR SERVICES</b>						
	ADMINISTRATION OVERHEAD		0	37,942	143,449	278.1%
<b>Total 9600 CHARGES FOR SERVICES</b>			<b>0</b>	<b>37,942</b>	<b>143,449</b>	<b>278.1%</b>
<b>9800 OTHER FINANCING SOURCES</b>						
	LONG-TERM DEBT PROCEEDS		0	8,200,000	8,224,450	0.3%
<b>Total 9800 OTHER FINANCING SOURCES</b>			<b>0</b>	<b>8,200,000</b>	<b>8,224,450</b>	<b>0.3%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
	<b>9801 GENERAL FUND CONTRIBUTION</b>					
		TRANSFER IN-COUNTY CONTRIB	2,000,000	5,500,000	0	(100.0%)
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>2,000,000</b>	<b>5,500,000</b>	<b>0</b>	<b>(100.0%)</b>
<b>TOTAL</b>	<b>FAIRGROUNDS DEVELOPMENT PROJ FINANCING SOURCES</b>		<b>2,035,765</b>	<b>13,737,942</b>	<b>8,407,899</b>	<b>(38.8%)</b>
<b>TOTAL</b>	<b>CAPITAL PROJECT FUNDS FINANCING SOURCES</b>		<b>74,372,259</b>	<b>36,474,998</b>	<b>29,491,369</b>	<b>(19.1%)</b>
<hr/>						
<b>04</b>	<b>DEBT SERVICE FUNDS</b>					
<hr/>						
<b>300</b>	<b>2021 CERTIFICATE OF PARTICIPATION</b>					
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	0	2,059,114	2,057,513	(0.1%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>0</b>	<b>2,059,114</b>	<b>2,057,513</b>	<b>(0.1%)</b>
<b>TOTAL</b>	<b>2021 CERTIFICATE OF PARTICIPATION</b>		<b>0</b>	<b>2,059,114</b>	<b>2,057,513</b>	<b>(0.1%)</b>
<b>306</b>	<b>PENSION DEBT SERVICE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	441	2,500	65,000	2500.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>441</b>	<b>2,500</b>	<b>65,000</b>	<b>2500.0%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		ADMINISTRATION OVERHEAD	1,967	0	0	0.0%
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>1,967</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	4,221,927	3,629,397	4,080,191	12.4%
	<b>Total 9700 MISC REVENUE</b>		<b>4,221,927</b>	<b>3,629,397</b>	<b>4,080,191</b>	<b>12.4%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	4,606,629	5,542,766	6,276,076	13.2%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>4,606,629</b>	<b>5,542,766</b>	<b>6,276,076</b>	<b>13.2%</b>
<b>TOTAL</b>	<b>PENSION DEBT SERVICE FINANCING SOURCES</b>		<b>8,830,964</b>	<b>9,174,663</b>	<b>10,421,267</b>	<b>13.6%</b>

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

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>332</b>	<b>GOVERNMENT CENTER DEBT SERVICE</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	9,712	6,030	40,000	563.3%
		LEASE REVENUE - BUILDINGS LT	16,939	17,644	0	(100.0%)
		LEASE/RENTAL INCOME - ST	0	0	17,644	100.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>26,652</b>	<b>23,674</b>	<b>57,644</b>	<b>143.5%</b>
	<b>9600 CHARGES FOR SERVICES</b>					
		BUILDING USE FEES-CAC	2,961,810	2,907,934	2,905,170	(0.1%)
	<b>Total 9600 CHARGES FOR SERVICES</b>		<b>2,961,810</b>	<b>2,907,934</b>	<b>2,905,170</b>	<b>(0.1%)</b>
	<b>9700 MISC REVENUE</b>					
		OTHER REVENUE	10	0	0	0.0%
	<b>Total 9700 MISC REVENUE</b>		<b>10</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	4,364,491	4,437,114	4,394,368	(1.0%)
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>4,364,491</b>	<b>4,437,114</b>	<b>4,394,368</b>	<b>(1.0%)</b>
<b>TOTAL</b>	<b>GOVERNMENT CENTER DEBT SERVICE FINANCING SOURCES</b>		<b>7,352,963</b>	<b>7,368,722</b>	<b>7,357,182</b>	<b>(0.2%)</b>
<b>336</b>	<b>2013 COP ANIMAL CARE PROJECT</b>					
	<b>9400 REVENUE FROM USE OF MONEY/PROP</b>					
		INTEREST INCOME	88	200	1,000	400.0%
	<b>Total 9400 REVENUE FROM USE OF MONEY/PROP</b>		<b>88</b>	<b>200</b>	<b>1,000</b>	<b>400.0%</b>
	<b>9503 INTERGOVERNMENTAL REV OTHER</b>					
		OTHER GOVERNMENTAL AGENCIES	417,211	417,211	417,211	0.0%
	<b>Total 9503 INTERGOVERNMENTAL REV OTHER</b>		<b>417,211</b>	<b>417,211</b>	<b>417,211</b>	<b>0.0%</b>
	<b>9800 OTHER FINANCING SOURCES</b>					
		OPERATING TRANSFERS IN	0	0	12,890	100.0%
	<b>Total 9800 OTHER FINANCING SOURCES</b>		<b>0</b>	<b>0</b>	<b>12,890</b>	<b>100.0%</b>



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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
	9801 GENERAL FUND CONTRIBUTION					
		TRANSFER IN-COUNTY CONTRIB	44,970	44,970	44,970	0.0%
	<b>Total 9801 GENERAL FUND CONTRIBUTION</b>		<b>44,970</b>	<b>44,970</b>	<b>44,970</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>2013 COP ANIMAL CARE PROJECT FINANCING SOURCES</b>		<b>462,269</b>	<b>462,381</b>	<b>476,071</b>	<b>3.0%</b>
<b>TOTAL</b>	<b>DEBT SERVICE FUNDS FINANCING SOURCES</b>		<b>16,646,196</b>	<b>19,064,880</b>	<b>20,312,033</b>	<b>6.5%</b>
<b>TOTAL ALL FUNDS</b>			<b>1,136,102,097</b>	<b>1,188,881,694</b>	<b>1,347,600,480</b>	<b>13.4%</b>

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

**COUNTY OF SOLANO  
SCHEDULE 7  
SUMMARY OF FINANCING USES BY FUNCTION AND FUND  
GOVERNMENTAL FUNDS  
FY2023/24**

<b>DESCRIPTION</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>SUMMARIZATION BY FUNCTION</b>				
GENERAL GOVERNMENT	307,097,295	329,673,816	359,193,487	9.0%
PUBLIC PROTECTION	273,848,484	310,698,838	337,663,690	8.7%
PUBLIC WAYS & FAC	21,384,552	24,655,882	29,708,460	20.5%
HEALTH & SANITATION	218,795,532	273,179,156	306,114,936	12.1%
PUBLIC ASSISTANCE	205,397,403	228,548,428	298,278,803	30.5%
EDUCATION	26,416,169	32,838,429	36,302,927	10.6%
REC & CULTURAL SERVICES	2,058,956	2,271,566	2,558,826	12.6%
DEBT SERVICE	16,502,849	15,336,832	15,937,811	3.9%
<b>TOTAL FINANCING USES BY FUNCTION</b>	<b>1,071,501,240</b>	<b>1,217,202,947</b>	<b>1,385,758,940</b>	<b>13.8%</b>
<b>APPROPRIATIONS FOR CONTINGENCIES</b>				
001 GENERAL FUND	0	14,000,000	14,000,000	0.0%
004 COUNTY LIBRARY	0	21,730,368	20,145,270	(7.3%)
012 FISH/WILDLIFE PROPAGATION	0	29,148	26,941	(7.6%)
016 PARKS AND RECREATION	0	689,975	724,194	5.0%
035 JH REC HALL - WARD WELFARE	0	113,693	113,193	(0.4%)
036 LIBRARY ZONE 1	0	586,848	779,826	32.9%
037 LIBRARY ZONE 2	0	866	4,622	433.7%
066 LIBRARY ZONE 6	0	1,003	2,296	128.9%
067 LIBRARY ZONE 7	0	24,251	59,823	146.7%
101 ROAD	0	7,492,302	6,528,196	(12.9%)
105 HOUSING REHABILITATION	0	175,670	180,069	2.5%
120 HOMEACRES LOAN PROGRAM	0	1,950,754	1,799,693	(7.7%)
151 FIRST 5 FUTURE INITIATIVE	0	782,816	951,304	21.5%
153 FIRST 5 SOLANO	0	3,430,383	524,420	(84.7%)
215 RECORDER SPECIAL REVENUE	0	11,092,205	11,566,651	4.3%
228 LIBRARY - FRIENDS & FOUNDATION	0	52,551	73,660	40.2%
233 DISTRICT ATTORNEY SPECIAL REV	0	1,709,083	984,681	(42.4%)
241 CIVIL PROCESSING FEES	0	416,263	455,768	9.5%
253 SHERIFF'S ASSET SEIZURE	0	130,139	191,634	47.3%
256 SHERIFF OES	0	0	625,354	100.0%
263 CJ TEMP CONSTRUCTION	0	537,911	281,364	(47.7%)

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

DESCRIPTION	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
264 CRTHSE TEMP CONST	0	69,819	35,120	(49.7%)
278 PUBLIC WORKS IMPROVEMENT	0	1,905,920	2,492,031	30.8%
281 SURVEY MONUMENT PRESERVATION	0	44,738	108,487	142.5%
296 PUBLIC FACILITIES FEES	0	49,580,256	54,800,977	10.5%
326 SHERIFF - SPECIAL REVENUE	0	594,220	582,349	(2.0%)
901 C M F CASES	0	194,602	157,049	(19.3%)
006 CAPITAL OUTLAY	0	1,762,792	6,046,224	243.0%
106 PUBLIC ARTS PROJECTS	0	4,379	0	(100.0%)
<b>TOTAL APPROPRIATIONS FOR CONTINGENCIES</b>	<b>0</b>	<b>119,102,955</b>	<b>124,241,196</b>	<b>4.3%</b>
<b>SUBTOTAL FINANCING USES</b>	<b>1,071,501,240</b>	<b>1,336,305,902</b>	<b>1,510,000,136</b>	<b>13.0%</b>
<b>PROVISIONS FOR OBLIGATED FUND BALANCES</b>				
001 GENERAL FUND	0	22,015,098	1,987,421	(91.0%)
004 COUNTY LIBRARY	0	1,000,000	0	(100.0%)
902 HEALTH & SOCIAL SERVICES	0	0	499,370	100.0%
906 MHSA	0	1,542,907	10,523,757	582.1%
306 PENSION DEBT SERVICE	0	1,200,353	4,374,222	264.4%
332 GOVERNMENT CENTER DEBT SERVICE	0	0	33,666	100.0%
<b>TOTAL OBLIGATED FUND BALANCES</b>	<b>0</b>	<b>25,758,358</b>	<b>17,418,436</b>	<b>(32.4%)</b>
<b>TOTAL FINANCING USES</b>	<b>1,071,501,240</b>	<b>1,362,064,260</b>	<b>1,527,418,572</b>	<b>12.1%</b>
<b>SUMMARIZATION BY FUND</b>				
001 GENERAL FUND	300,120,194	362,155,044	378,475,487	4.5%
004 COUNTY LIBRARY	23,186,982	52,238,494	52,915,492	1.3%
012 FISH/WILDLIFE PROPAGATION	6,474	40,532	39,143	(3.4%)
016 PARKS AND RECREATION	2,058,956	2,961,541	3,283,020	10.9%
035 JH REC HALL - WARD WELFARE	1,166	118,693	114,193	(3.8%)
036 LIBRARY ZONE 1	2,117,067	2,767,527	3,137,521	13.4%
037 LIBRARY ZONE 2	50,119	51,277	57,334	11.8%
066 LIBRARY ZONE 6	25,250	23,986	26,587	10.8%
067 LIBRARY ZONE 7	572,407	588,579	656,998	11.6%
101 ROAD	21,384,552	32,148,184	36,136,656	12.4%
105 HOUSING REHABILITATION	0	175,670	180,069	2.5%

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

DESCRIPTION	2021/22 ACTUAL	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
120 HOMEACRES LOAN PROGRAM	74,456	2,026,155	2,041,307	0.7%
150 HOUSING & URBAN DEVELOPMENT	2,808,122	3,700,000	3,300,000	(10.8%)
151 FIRST 5 FUTURE INITIATIVE	1,606,179	2,447,256	2,599,602	6.2%
152 IN HOME SUPP SVCS-PUBLIC AUTH	18,767,204	21,192,685	22,200,829	4.8%
153 FIRST 5 SOLANO	4,043,095	11,255,778	13,849,383	23.0%
215 RECORDER SPECIAL REVENUE	490,661	12,090,475	12,474,721	3.2%
216 AAA NAPA/SOLANO	4,809,072	6,706,807	7,281,610	8.6%
228 LIBRARY - FRIENDS & FOUNDATION	136,065	246,816	217,925	(11.7%)
233 DISTRICT ATTORNEY SPECIAL REV	1,346,748	3,278,039	2,737,246	(16.5%)
241 CIVIL PROCESSING FEES	153,642	525,462	564,223	7.4%
253 SHERIFF'S ASSET SEIZURE	13,924	148,245	211,872	42.9%
256 SHERIFF OES	1,245,741	1,293,958	3,072,775	137.5%
263 CJ TEMP CONSTRUCTION	451,548	590,591	283,042	(52.1%)
264 CRTHSE TEMP CONST	285,334	307,121	361,855	17.8%
278 PUBLIC WORKS IMPROVEMENT	0	1,905,920	2,592,031	36.0%
281 SURVEY MONUMENT PRESERVATION	337	100,274	109,641	9.3%
282 COUNTY DISASTER	13,013,938	2,721,975	833,501	(69.4%)
290 AMERICAN RESCUE PLAN ACT	104,131	12,349,455	57,035,916	361.8%
296 PUBLIC FACILITIES FEES	4,356,580	51,527,726	56,798,191	10.2%
325 SHERIFF'S OFFICE GRANTS	0	0	130,143	100.0%
326 SHERIFF - SPECIAL REVENUE	914,981	1,685,775	1,692,742	0.4%
369 CHILD SUPPORT SERVICES	12,590,842	13,432,498	13,675,248	1.8%
390 TOBACCO PREVENTION & EDUCATION	913,670	612,807	473,944	(22.7%)
900 PUBLIC SAFETY	227,950,606	255,896,370	277,476,500	8.4%
901 C MF CASES	405,115	606,343	742,602	22.5%
902 HEALTH & SOCIAL SERVICES	350,499,240	405,542,543	453,551,579	11.8%
903 WORKFORCE DEVELOPMENT BOARD	5,348,318	6,920,494	8,107,951	17.2%
905 COUNTY LOCAL REVENUE FUND 2011	159,148	167,746	192,042	14.5%
906 MHSA	24,122,485	36,556,981	49,649,385	35.8%
006 CAPITAL OUTLAY	28,411,767	26,216,355	27,763,476	5.9%
106 PUBLIC ARTS PROJECTS	2,598	44,925	45,984	2.4%
107 FAIRGROUNDS DEVELOPMENT PROJ	449,676	10,159,973	9,983,107	(1.7%)
300 2021 CERTIFICATES OF PARTICIPA	0	2,059,114	2,057,513	(0.1%)
306 PENSION DEBT SERVICE	8,665,059	6,636,193	10,421,267	57.0%
332 GOVERNMENT CENTER DEBT SERVICE	7,365,768	7,368,722	7,390,848	0.3%
336 2013 COP ANIMAL CARE PROJECT	472,022	473,156	476,071	0.6%
<b>TOTAL FINANCING USES</b>	<b>1,071,501,240</b>	<b>1,362,064,260</b>	<b>1,527,418,572</b>	<b>12.1%</b>

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

**COUNTY OF SOLANO**  
**SCHEDULE 8**  
**DETAIL OF FINANCING USES BY FUNCTION, ACTIVITY AND BUDGET UNIT**  
**GOVERNMENTAL FUNDS**  
**FY2023/24**

FUNCTION, ACTIVITY AND BUDGET UNIT	2021/22 ACTUALS	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>GENERAL GOVERNMENT</b>				
<b>LEGISLATIVE &amp; ADMIN</b>				
1001 BOS-DISTRICT 1	623,994	619,144	691,667	11.7%
1002 BOS-DISTRICT 2	590,413	594,584	667,074	12.2%
1003 BOS-DISTRICT 3	626,506	628,992	717,329	14.0%
1004 BOS-DISTRICT 4	618,354	637,064	697,888	9.5%
1005 BOS-DISTRICT 5	611,851	635,029	698,266	10.0%
1008 BOS-ADMINISTRATION	173,338	283,084	302,780	7.0%
1100 ADMINISTRATION	5,347,353	5,344,724	5,977,475	11.8%
1101 GENERAL REVENUE	120,511	600,000	100,000	(83.3%)
1103 EMPLOYEE DEVELOPMENT & TRAINING	693,982	919,235	863,455	(6.1%)
1450 DELTA WATER ACTIVITIES	747,686	1,054,320	1,099,406	4.3%
<b>Total LEGISLATIVE &amp; ADMIN</b>	<b>10,153,988</b>	<b>11,316,176</b>	<b>11,815,340</b>	<b>4.4%</b>
<b>FINANCE</b>				
1150 ASSESSOR	7,738,851	8,917,258	9,450,374	6.0%
1200 AUDITOR-CONTROLLER	5,868,013	6,593,929	7,222,748	9.5%
1300 TAX COLLECTOR/COUNTY CLERK	2,446,478	2,773,555	3,019,512	8.9%
1350 TREASURER	1,080,703	1,238,860	1,370,294	10.6%
<b>Total FINANCE</b>	<b>17,134,045</b>	<b>19,523,602</b>	<b>21,062,928</b>	<b>7.9%</b>
<b>COUNSEL</b>				
1400 COUNTY COUNSEL	5,287,774	5,456,005	6,387,817	17.1%
<b>Total COUNSEL</b>	<b>5,287,774</b>	<b>5,456,005</b>	<b>6,387,817</b>	<b>17.1%</b>
<b>PERSONNEL</b>				
1500 HUMAN RESOURCES	4,118,681	5,940,564	6,193,605	4.3%
<b>Total PERSONNEL</b>	<b>4,118,681</b>	<b>5,940,564</b>	<b>6,193,605</b>	<b>4.3%</b>
<b>ELECTIONS</b>				
1550 REGISTRAR OF VOTERS	8,844,103	6,750,742	7,345,864	8.8%
<b>Total ELECTIONS</b>	<b>8,844,103</b>	<b>6,750,742</b>	<b>7,345,864</b>	<b>8.8%</b>

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

<b>FUNCTION, ACTIVITY AND BUDGET UNIT</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>PROPERTY MANAGEMENT</b>				
1640 REAL ESTATE SERVICES	929,787	762,792	1,000,976	31.2%
<b>Total PROPERTY MANAGEMENT</b>	<b>929,787</b>	<b>762,792</b>	<b>1,000,976</b>	<b>31.2%</b>
<b>PLANT ACQUISITION</b>				
1700 CAPITAL PROJECTS	28,411,767	24,453,563	21,717,252	(11.2%)
1630 PUBLIC ART	2,598	40,546	45,984	13.4%
1820 FAIRGROUNDS DEVELOPMENT PROJECT	449,676	10,159,973	9,983,107	(1.7%)
1760 PUBLIC FACILITIES FEES	4,356,580	1,947,470	1,997,214	2.6%
<b>Total PLANT ACQUISITION</b>	<b>33,220,622</b>	<b>36,601,552</b>	<b>33,743,557</b>	<b>(7.8%)</b>
<b>PROMOTION</b>				
1750 PROMOTION	70,215	267,909	279,764	4.4%
<b>Total PROMOTION</b>	<b>70,215</b>	<b>267,909</b>	<b>279,764</b>	<b>4.4%</b>
<b>OTHER GENERAL</b>				
1117 GENERAL SERVICES	21,825,504	26,382,413	29,173,972	10.6%
1903 GENERAL EXPENDITURES	207,122,012	216,105,454	243,465,067	12.7%
1904 SURVEYOR/ENGINEER	140,957	140,921	221,306	57.0%
1905 COUNTYWIDE COST ALLOCATION PLAN	(3,677,106)	(3,734,657)	(5,471,394)	46.5%
1906 GENERAL FUND OTHER-DEBT SERV	1,926,376	4,104,807	3,973,531	(3.2%)
1950 SURVEY MONUMENT	337	55,536	1,154	(97.9%)
<b>Total OTHER GENERAL</b>	<b>227,338,080</b>	<b>243,054,474</b>	<b>271,363,636</b>	<b>11.6%</b>
<b>Total GENERAL GOVERNMENT</b>	<b>307,097,295</b>	<b>329,673,816</b>	<b>359,193,487</b>	<b>9.0%</b>
<b>PUBLIC PROTECTION</b>				
<b>JUDICIAL</b>				
2400 GRAND JURY	121,953	168,672	200,593	18.9%
4100 DA SPECIAL REVENUE	1,346,748	1,568,956	1,752,565	11.7%
2480 DEPT OF CHILD SUPPORT SERVICES	12,590,842	13,432,498	13,675,248	1.8%
6500 DISTRICT ATTORNEY	30,409,165	34,821,588	37,359,521	7.3%
6530 PUBLIC DEFENDER	15,541,485	18,103,855	20,401,307	12.7%
6540 ALTERNATE PUBLIC DEFENDER	5,108,401	6,007,155	6,700,356	11.5%
6730 OTHER PUBLIC DEFENSE	3,024,178	3,808,543	4,145,325	8.8%
6800 C M F CASES	405,115	411,741	585,553	42.2%
<b>Total JUDICIAL</b>	<b>68,547,887</b>	<b>78,323,008</b>	<b>84,820,468</b>	<b>8.3%</b>

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2021/22 ACTUALS	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>POLICE PROTECTION</b>				
4110 CIVIL PROCESSING FEES	153,642	109,199	108,455	(0.7%)
4120 SHERIFF ASSET SEIZURE	13,924	18,106	20,238	11.8%
2530 COUNTY COORDINATORS GRANT PROG	0	0	105,000	100.0%
2531 CA FIRE PREVENTION GRANTS PROG	127,430	0	363,611	100.0%
2532 CA WILDFIRE MITIGATION GRANTS	0	0	765,017	100.0%
2533 HIGH FREQUENCY COMMS EQUIPMENT	0	0	14,522	100.0%
2535 EMERGENCY MGMT PERFORM GRANTS	314,547	174,718	194,950	11.6%
2536 FLOOD EMERGENCY RESPONSE GRANT	32,844	70,897	0	(100.0%)
2537 HAZARD MITIGATION GRANTS	21,202	0	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	112,266	207,573	76,759	(63.0%)
2539 HOMELAND SECURITY GRANTS	637,453	840,770	927,562	10.3%
3258 BOATNG SAFTY ENFRC EQUIP GRANT	0	0	39,643	100.0%
3259 SURREND ABAND VESSL EXCH GRANT	0	0	90,500	100.0%
4050 AUTOMATED IDENTIFICATION	388,055	503,018	433,920	(13.7%)
4052 VEHICLE THEFT INVES/RECOVERY	526,926	588,537	676,473	14.9%
6550 SHERIFF	127,736,359	141,431,808	152,169,444	7.6%
<b>Total POLICE PROTECTION</b>	<b>130,064,648</b>	<b>143,944,626</b>	<b>155,986,094</b>	<b>8.4%</b>
<b>DETENTION &amp; CORRECT</b>				
8035 JH REC HALL - WARD WELFARE	1,166	5,000	1,000	(80.0%)
4130 CJ FAC TEMP CONST FUND	451,548	52,680	1,678	(96.8%)
4140 CRTHSE TEMP CONST FUND	285,334	237,302	326,735	37.7%
6650 PROBATION	46,131,018	51,723,421	56,700,547	9.6%
6901 2011 REALIGNMENT-ADMINISTRATION	159,148	167,746	192,042	14.5%
<b>Total DETENTION &amp; CORRECT</b>	<b>47,028,214</b>	<b>52,186,149</b>	<b>57,222,002</b>	<b>9.6%</b>
<b>PROTECTION &amp; INSPECT</b>				
2830 AGRICULTURAL COMMISSIONER	4,735,909	6,017,907	6,702,208	11.4%
2850 ANIMAL CARE SERVICES	4,112,020	5,054,855	5,601,713	10.8%
<b>Total PROTECTION &amp; INSPECT</b>	<b>8,847,929</b>	<b>11,072,762</b>	<b>12,303,921</b>	<b>11.1%</b>
<b>OTHER PROTECTION</b>				
2909 RECORDER	2,062,925	2,288,334	2,572,022	12.4%
2910 RESOURCE MANAGEMENT	12,938,330	17,053,822	18,228,646	6.9%
5500 OFFICE OF FAMILY VIOLENCE PREV	978,837	1,045,082	2,068,651	97.9%
2950 FISH/WILDLIFE PROPAGATION PROG	6,474	11,384	12,202	7.2%
8220 HOMEACRES LOAN PROGRAM	74,456	75,401	241,614	220.4%
1510 HOUSING & URBAN DEVELOPMENT	2,808,122	3,700,000	3,300,000	(10.8%)
4000 RECORDER SPECIAL REVENUE	490,661	998,270	908,070	(9.0%)
<b>Total OTHER PROTECTION</b>	<b>19,359,806</b>	<b>25,172,293</b>	<b>27,331,205</b>	<b>8.6%</b>
<b>Total PUBLIC PROTECTION</b>	<b>273,848,484</b>	<b>310,698,838</b>	<b>337,663,690</b>	<b>8.7%</b>

**State of California Schedule 8**

**Detail of Financing Uses by Function, Activity and Budget Unit**

FUNCTION, ACTIVITY AND BUDGET UNIT	2021/22 ACTUALS	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>PUBLIC WAYS &amp; FAC</b>				
<b>PUBLIC WAYS</b>				
3010 TRANSPORTATION DEPARTMENT	21,376,652	24,648,326	29,592,460	20.1%
3030 REGIONAL TRANSPORTATION PROJECT	7,900	7,556	16,000	111.8%
3020 PUBLIC WORKS IMPROVEMENT	0	0	100,000	100.0%
<b>Total PUBLIC WAYS</b>	<b>21,384,552</b>	<b>24,655,882</b>	<b>29,708,460</b>	<b>20.5%</b>
<b>Total PUBLIC WAYS &amp; FAC</b>	<b>21,384,552</b>	<b>24,655,882</b>	<b>29,708,460</b>	<b>20.5%</b>
<b>HEALTH &amp; SANITATION</b>				
<b>HEALTH</b>				
1520 IN HOME SUPP SVCS-PUBLIC AUTH	18,767,204	21,192,685	22,200,829	4.8%
1530 FIRST 5 SOLANO	4,043,095	7,825,395	13,324,963	70.3%
7950 TOBACCO PREVENTION & EDUCATION	913,670	612,807	473,944	(22.7%)
7580 FAMILY HEALTH SERVICES	25,156,004	32,827,932	33,604,960	2.4%
7690 IN-HOME SUPPORTIVE SERVICES PA	720,856	908,258	1,037,107	14.2%
7780 BEHAVIORAL HEALTH	99,047,357	117,075,320	136,427,393	16.5%
7880 HEALTH SERVICES	46,024,861	57,722,685	59,920,112	3.8%
9600 MHSA	24,122,485	35,014,074	39,125,628	11.7%
<b>Total HEALTH</b>	<b>218,795,532</b>	<b>273,179,156</b>	<b>306,114,936</b>	<b>12.1%</b>
<b>Total HEALTH &amp; SANITATION</b>	<b>218,795,532</b>	<b>273,179,156</b>	<b>306,114,936</b>	<b>12.1%</b>
<b>PUBLIC ASSISTANCE</b>				
<b>ADMINISTRATION</b>				
1570 GRANTS/PROGRAMS ADMIN	1,606,179	1,664,440	1,648,298	(1.0%)
7501 ADMINISTRATION DIVISION	3,399,355	2,172,979	3,719,460	71.2%
7680 SOCIAL SERVICES DEPARTMENT	118,953,017	136,148,906	151,562,390	11.3%
7900 ASSISTANCE PROGRAMS	57,197,790	58,686,463	66,780,787	13.8%
<b>Total ADMINISTRATION</b>	<b>181,156,341</b>	<b>198,672,788</b>	<b>223,710,935</b>	<b>12.6%</b>
<b>GENERAL RELIEF</b>				
5460 IND BURIAL VETS CEM CARE	34,834	36,348	39,510	8.7%
<b>Total GENERAL RELIEF</b>	<b>34,834</b>	<b>36,348</b>	<b>39,510</b>	<b>8.7%</b>
<b>VETERANS SERVICES</b>				
5800 VETERANS SERVICE	930,769	1,140,561	1,269,380	11.3%
<b>Total VETERANS SERVICES</b>	<b>930,769</b>	<b>1,140,561</b>	<b>1,269,380</b>	<b>11.3%</b>



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

FUNCTION, ACTIVITY AND BUDGET UNIT	2021/22 ACTUALS	2022/23 ADOPTED	2023/24 RECOMMENDED	PERCENT CHANGE
<b>OTHER ASSISTANCE</b>				
2160 AAA FOR NAPA/SOLANO	4,809,072	6,706,807	7,281,610	8.6%
5908 COUNTY DISASTER	13,013,938	2,721,975	833,501	(69.4%)
2960 ARPA - COUNTY SLFRF	104,131	12,349,455	57,035,916	361.8%
7200 WORKFORCE INVESTMENT BOARD	5,348,318	6,920,494	8,107,951	17.2%
<b>Total OTHER ASSISTANCE</b>	<b>23,275,459</b>	<b>28,698,731</b>	<b>73,258,978</b>	<b>155.3%</b>
<b>Total PUBLIC ASSISTANCE</b>	<b>205,397,403</b>	<b>228,548,428</b>	<b>298,278,803</b>	<b>30.5%</b>
<b>EDUCATION</b>				
<b>LIBRARY SERVICES</b>				
6300 LIBRARY	23,186,982	29,508,126	32,770,222	11.1%
6150 LIBRARY ZONE 1	2,117,067	2,180,679	2,357,695	8.1%
6180 LIBRARY ZONE 2	50,119	50,411	52,712	4.6%
6166 LIBRARY ZONE 6	25,250	22,983	24,291	5.7%
6167 LIBRARY ZONE 7	572,407	564,328	597,175	5.8%
2280 LIBRARY - FRIENDS & FOUNDATION	136,065	194,265	144,265	(25.7%)
<b>Total LIBRARY SERVICES</b>	<b>26,087,890</b>	<b>32,520,792</b>	<b>35,946,360</b>	<b>10.5%</b>
<b>AGRICULTURAL EDUCATION</b>				
6200 COOPERATIVE EXT SVCE	328,279	317,637	356,567	12.3%
<b>Total AGRICULTURAL EDUCATION</b>	<b>328,279</b>	<b>317,637</b>	<b>356,567</b>	<b>12.3%</b>
<b>Total EDUCATION</b>	<b>26,416,169</b>	<b>32,838,429</b>	<b>36,302,927</b>	<b>10.6%</b>
<b>REC &amp; CULTURAL SERVICES</b>				
<b>RECREATION FACILITY</b>				
7000 PARKS & RECREATION	2,058,956	2,271,566	2,558,826	12.6%
<b>Total RECREATION FACILITY</b>	<b>2,058,956</b>	<b>2,271,566</b>	<b>2,558,826</b>	<b>12.6%</b>
<b>Total REC &amp; CULTURAL SERVICES</b>	<b>2,058,956</b>	<b>2,271,566</b>	<b>2,558,826</b>	<b>12.6%</b>

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

<b>FUNCTION, ACTIVITY AND BUDGET UNIT</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>DEBT SERVICE</b>				
<b>RETIRE-LONG TERM DEBT</b>				
8000 2021 CERTIFICATES OF PARTICIPA	0	2,059,114	2,057,513	(0.1%)
8006 PENSION DEBT SERVICE FUND	8,665,059	5,435,840	6,047,045	11.2%
8037 2017 CERTIFICATES OF PARTICIPA	7,365,768	7,368,722	7,357,182	(0.2%)
8036 2013 COP ANIMAL CARE PROJECT	472,022	473,156	476,071	0.6%
<b>Total RETIRE-LONG TERM DEBT</b>	<b>16,502,849</b>	<b>15,336,832</b>	<b>15,937,811</b>	<b>3.9%</b>
<b>Total DEBT SERVICE</b>	<b>16,502,849</b>	<b>15,336,832</b>	<b>15,937,811</b>	<b>3.9%</b>
<b>GRAND TOTAL FINANCING USES BY FUNCTION</b>	<b>1,071,501,240</b>	<b>1,217,202,947</b>	<b>1,385,758,940</b>	<b>13.8%</b>

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

**COUNTY OF SOLANO**  
**STATE OF CALIFORNIA**  
**GENERAL FUND FINANCING SOURCES AND USES**  
**FISCAL YEAR 2023-2024**

FINANCING SOURCES AND USES CLASSIFICATIONS	2022/23 ADOPTED	2023/24 RECOMMENDED	DIFFERENCE	PERCENTAGE CHANGE
<b>FINANCING SOURCES</b>				
TAXES	217,258,030	229,994,000	12,735,970	5.9%
LICENSES, PERMITS & FRANCHISE	9,216,031	9,355,619	139,588	1.5%
FINES, FORFEITURES, & PENALTY	1,001,800	1,142,000	140,200	14.0%
REVENUE FROM USE OF MONEY/PROPERTY	1,963,773	3,394,993	1,431,220	72.9%
INTERGOVERNMENTAL REV STATE	6,615,852	7,038,709	422,857	6.4%
INTERGOVERNMENTAL REV FEDERAL	105,843	6,400	(99,443)	(94.0%)
INTERGOVERNMENTAL REV OTHER	2,687,170	2,926,566	239,396	8.9%
CHARGES FOR SERVICES	55,943,012	62,642,247	6,699,235	12.0%
MISC REVENUE	2,133,263	3,256,781	1,123,518	52.7%
OTHER FINANCING SOURCES	80,000	5,096,000	5,016,000	6270.0%
FROM RESERVE	1,500,000	16,874,950	15,374,950	1025.0%
<b>TOTAL FINANCING SOURCES</b>	<b>298,504,774</b>	<b>341,728,265</b>	<b>43,223,491</b>	<b>14.5%</b>
<b>FINANCING USES</b>				
SALARIES AND EMPLOYEE BENEFITS	69,421,315	74,706,829	5,285,514	7.6%
SERVICES AND SUPPLIES	34,713,488	38,698,363	3,984,875	11.5%
OTHER CHARGES	14,112,957	13,544,761	(568,196)	(4.0%)
F/A EQUIPMENT	87,186	74,951	(12,235)	(14.0%)
LEASES	0	268,226	268,226	0.0%
OTHER FINANCING USES	207,805,000	235,194,936	27,389,936	13.2%
CONTINGENCIES AND RESERVES	36,015,098	15,987,421	(20,027,677)	(55.6%)
<b>TOTAL FINANCING USES</b>	<b>362,155,044</b>	<b>378,475,487</b>	<b>16,320,443</b>	<b>4.5%</b>
<b>NET COUNTY COST</b>	<b>63,650,270</b>	<b>36,747,222</b>	<b>(26,903,048)</b>	<b>(42.3%)</b>

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

**COUNTY OF SOLANO  
STATE OF CALIFORNIA  
GOVERNMENTAL FUNDS FINANCING SOURCES AND USES  
FISCAL YEAR 2023-2024**

<b>FINANCING SOURCES And USES CLASSIFICATIONS</b>	<b>2022/23 ADOPTED</b>	<b>2023/24 RECOMMENDED</b>	<b>DIFFERENCE</b>	<b>PERCENTAGE CHANGE</b>
<b>FINANCING SOURCES</b>				
TAXES	241,860,920	256,657,147	14,796,227	6.1%
LICENSES, PERMITS & FRANCHISE	9,651,871	9,865,174	213,303	2.2%
FINES, FORFEITURES, & PENALTY	2,985,877	3,214,894	229,017	7.7%
REVENUE FROM USE OF MONEY/PROPERTY	3,563,589	8,420,484	4,856,895	136.3%
INTERGOVERNMENTAL REV STATE	338,076,190	378,166,751	40,090,561	11.9%
INTERGOVERNMENTAL REV FEDERAL	180,065,519	231,226,281	51,160,762	28.4%
INTERGOVERNMENTAL REV OTHER	10,313,660	11,522,601	1,208,941	11.7%
CHARGES FOR SERVICES	119,026,152	128,317,406	9,291,254	7.8%
MISC REVENUE	16,376,734	13,036,260	(3,340,474)	(20.4%)
OTHER FINANCING SOURCES	64,398,602	77,172,426	12,773,824	19.8%
GENERAL FUND CONTRIBUTION	202,562,580	230,001,056	27,438,476	13.5%
FROM RESERVE	12,517,992	23,102,276	10,584,284	84.6%
<b>TOTAL FINANCING SOURCES</b>	<b>1,201,399,686</b>	<b>1,370,702,756</b>	<b>169,303,070</b>	<b>14.1%</b>
<b>FINANCING USES</b>				
SALARIES AND EMPLOYEE BENEFITS	474,611,325	514,347,291	39,735,966	8.4%
SERVICES AND SUPPLIES	187,776,348	226,297,915	38,521,567	20.5%
OTHER CHARGES	262,066,452	309,598,401	47,531,949	18.1%
F/A LAND	99,000	174,000	75,000	75.8%
F/A BLDGS AND IMPRMTS	28,696,058	31,175,000	2,478,942	8.6%
F/A EQUIPMENT	6,296,549	3,456,396	(2,840,153)	(45.1%)
F/A - INTANGIBLES	540,000	603,500	63,500	11.8%
LEASES	0	1,553,497	1,553,497	100.0%
OTHER FINANCING USES	257,117,215	298,552,940	41,435,725	16.1%
CONTINGENCIES AND RESERVES	144,861,313	141,659,632	(3,201,681)	(2.2%)
<b>TOTAL FINANCING USES</b>	<b>1,362,064,260</b>	<b>1,527,418,572</b>	<b>165,354,312</b>	<b>12.1%</b>
<b>NET COUNTY COST</b>	<b>160,664,574</b>	<b>156,715,816</b>	<b>(3,948,758)</b>	<b>(2.5%)</b>

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

**COUNTY OF SOLANO**  
**OPERATING TRANSFERS - OUT/IN**  
**FISCAL YEAR 2023-24**

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>001 - GENERAL FUND</b>		
1001 - BOS-DISTRICT 1	5,259	0
1002 - BOS-DISTRICT 2	3,112	0
1003 - BOS-DISTRICT 3	5,259	0
1004 - BOS-DISTRICT 4	5,280	0
1005 - BOS-DISTRICT 5	3,229	0
1100 - ADMINISTRATION	49,658	0
1103 - EMPLOYEE DEVELOPMENT & TRAININ	5,266	0
1117 - GENERAL SERVICES	146,386	0
1150 - ASSESSOR	67,739	0
1200 - AUDITOR-CONTROLLER	62,795	0
1300 - TAX COLLECTOR/COUNTY CLERK	15,812	0
1350 - TREASURER	6,579	0
1400 - COUNTY COUNSEL	60,436	0
1450 - DELTA WATER ACTIVITIES	5,334	0
1500 - HUMAN RESOURCES	48,368	0
1550 - REGISTRAR OF VOTERS	14,509	0
1640 - REAL ESTATE SERVICES	1,835	0
1903 - GENERAL EXPENDITURES	230,439,973	5,000,000
1906 - GENERAL FUND OTHER-DEBT SERV	3,973,531	0
2830 - AGRICULTURAL COMMISSIONER	47,928	0
2850 - ANIMAL CARE SERVICES	49,921	0
2909 - RECORDER	20,808	0
2910 - RESOURCE MANAGEMENT	139,130	0
5500 - OFFICE OF FAMILY VIOLENCE PREV	6,925	0
5800 - VETERANS SERVICE	9,864	0
<b>FUND TOTAL</b>	<b>235,194,936</b>	<b>5,000,000</b>
<b>004 - COUNTY LIBRARY</b>		
6300 - LIBRARY	159,279	3,348,061
<b>FUND TOTAL</b>	<b>159,279</b>	<b>3,348,061</b>
<b>006 - CAPITAL OUTLAY</b>		
1700 - CAPITAL PROJECTS	901,157	16,278,000
<b>FUND TOTAL</b>	<b>901,157</b>	<b>16,278,000</b>
<b>016 - PARKS AND RECREATION</b>		
7000 - PARKS & RECREATION	10,470	625,000
<b>FUND TOTAL</b>	<b>10,470</b>	<b>625,000</b>

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

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>034 - FLEET MANAGEMENT</b>		
3100 - FLEET MANAGEMENT	14,864	0
<b>FUND TOTAL</b>	<b>14,864</b>	<b>0</b>
<b>036 - LIBRARY ZONE 1</b>		
6150 - LIBRARY ZONE 1	2,330,926	0
<b>FUND TOTAL</b>	<b>2,330,926</b>	<b>0</b>
<b>037 - LIBRARY ZONE 2</b>		
6180 - LIBRARY ZONE 2	49,504	0
<b>FUND TOTAL</b>	<b>49,504</b>	<b>0</b>
<b>047 - AIRPORT ENTERPRISE</b>		
9000 - AIRPORT	215,605	10,000
<b>FUND TOTAL</b>	<b>215,605</b>	<b>10,000</b>
<b>060 - RISK MANAGEMENT</b>		
1830 - RISK MANAGEMENT	11,330	0
<b>FUND TOTAL</b>	<b>11,330</b>	<b>0</b>
<b>066 - LIBRARY ZONE 6</b>		
6166 - LIBRARY ZONE 6	23,375	0
<b>FUND TOTAL</b>	<b>23,375</b>	<b>0</b>
<b>067 - LIBRARY ZONE 7</b>		
6167 - LIBRARY ZONE 7	582,606	0
<b>FUND TOTAL</b>	<b>582,606</b>	<b>0</b>
<b>101 - ROAD</b>		
3010 - TRANSPORTATION DEPARTMENT	107,162	137,000
<b>FUND TOTAL</b>	<b>107,162</b>	<b>137,000</b>
<b>106 - PUBLIC ARTS PROJECTS</b>		
1630 - PUBLIC ART	0	1,157
<b>FUND TOTAL</b>	<b>0</b>	<b>1,157</b>
<b>151 - FIRST 5 FUTURE INITIATIVE</b>		
1570 - GRANTS/PROGRAMS ADMIN	0	1,648,298
<b>FUND TOTAL</b>	<b>0</b>	<b>1,648,298</b>
<b>152 - IN HOME SUPP SVCS-PUBLIC AUTH</b>		
1520 - IN HOME SUPP SVCS-PUBLIC AUTH	1,021,507	9,066,621
<b>FUND TOTAL</b>	<b>1,021,507</b>	<b>9,066,621</b>
<b>153 - FIRST 5 SOLANO</b>		
1530 - FIRST 5 SOLANO	13,118	0
<b>FUND TOTAL</b>	<b>13,118</b>	<b>0</b>

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

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>216 - AAA NAPA/SOLANO</b>		
2160 - AAA FOR NAPA/SOLANO	1,051,962	358,912
<b>FUND TOTAL</b>	<b><u>1,051,962</u></b>	<b><u>358,912</u></b>
<b>233 - DISTRICT ATTORNEY SPECIAL REV</b>		
4100 - DA SPECIAL REVENUE	1,752,019	0
<b>FUND TOTAL</b>	<b><u>1,752,019</u></b>	<b><u>0</u></b>
<b>241 - CIVIL PROCESSING FEES</b>		
4110 - CIVIL PROCESSING FEES	108,455	0
<b>FUND TOTAL</b>	<b><u>108,455</u></b>	<b><u>0</u></b>
<b>253 - SHERIFF'S ASSET SEIZURE</b>		
4120 - SHERIFF ASSET SEIZURE	20,238	0
<b>FUND TOTAL</b>	<b><u>20,238</u></b>	<b><u>0</u></b>
<b>264 - CRTHSE TEMP CONST</b>		
4140 - CRTHSE TEMP CONST FUND	322,843	0
<b>FUND TOTAL</b>	<b><u>322,843</u></b>	<b><u>0</u></b>
<b>278 - PUBLIC WORKS IMPROVEMENT</b>		
3020 - PUBLIC WORKS IMPROVEMENT	100,000	0
<b>FUND TOTAL</b>	<b><u>100,000</u></b>	<b><u>0</u></b>
<b>290 - AMERICAN RESCUE PLAN ACT</b>		
2960 - ARPA - COUNTY SLFRF	7,703,728	0
<b>FUND TOTAL</b>	<b><u>7,703,728</u></b>	<b><u>0</u></b>
<b>296 - PUBLIC FACILITIES FEES</b>		
1760 - PUBLIC FACILITIES FEES	1,299,827	0
<b>FUND TOTAL</b>	<b><u>1,299,827</u></b>	<b><u>0</u></b>
<b>300 - 2021 CERTIFICATES OF PARTICIPA</b>		
8000 - 2021 CERTIFICATES OF PARTICIPA	0	2,056,863
<b>FUND TOTAL</b>	<b><u>0</u></b>	<b><u>2,056,863</u></b>
<b>306 - PENSION DEBT SERVICE</b>		
8006 - PENSION DEBT SERVICE FUND	0	6,276,076
<b>FUND TOTAL</b>	<b><u>0</u></b>	<b><u>6,276,076</u></b>
<b>310 - SPECIAL AVIATION</b>		
9050 - SPECIAL AVIATION	10,000	210,916
<b>FUND TOTAL</b>	<b><u>10,000</u></b>	<b><u>210,916</u></b>

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

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>326 - SHERIFF - SPECIAL REVENUE</b>		
4050 - AUTOMATED IDENTIFICATION	422,622	0
4052 - VEHICLE THEFT INVES/RECOVERY	8,321	0
<b>FUND TOTAL</b>	<b>430,943</b>	<b>0</b>
<b>332 - GOVERNMENT CENTER DEBT SERVICE</b>		
8037 - 2017 CERTIFICATES OF PARTICIPA	0	4,394,368
<b>FUND TOTAL</b>	<b>0</b>	<b>4,394,368</b>
<b>336 - 2013 COP ANIMAL CARE PROJECT</b>		
8036 - 2013 COP ANIMAL CARE PROJECT	0	57,860
<b>FUND TOTAL</b>	<b>0</b>	<b>57,860</b>
<b>369 - CHILD SUPPORT SERVICES</b>		
2480 - DEPT OF CHILD SUPPORT SERVICES	112,025	0
<b>FUND TOTAL</b>	<b>112,025</b>	<b>0</b>
<b>370 - DEPARTMENT OF INFO TECHNOLOGY</b>		
1870 - DEPARTMENT OF INFO TECHNOLOGY	153,209	0
<b>FUND TOTAL</b>	<b>153,209</b>	<b>0</b>
<b>390 - TOBACCO PREVENTION &amp; EDUCATION</b>		
7950 - TOBACCO PREVENTION & EDUCATION	1,462	0
<b>FUND TOTAL</b>	<b>1,462</b>	<b>0</b>
<b>900 - PUBLIC SAFETY</b>		
6500 - DISTRICT ATTORNEY	335,875	24,801,317
6530 - PUBLIC DEFENDER	181,607	18,436,355
6540 - ALTERNATE PUBLIC DEFENDER	58,227	6,337,567
6550 - SHERIFF	1,934,779	86,101,376
6650 - PROBATION	1,072,474	27,164,461
6730 - OTHER PUBLIC DEFENSE	1,835	4,145,325
<b>FUND TOTAL</b>	<b>3,584,797</b>	<b>166,986,401</b>
<b>902 - HEALTH &amp; SOCIAL SERVICES</b>		
7501 - ADMINISTRATION DIVISION	167,706	1,563,745
7580 - FAMILY HEALTH SERVICES	251,670	4,486,028
7680 - SOCIAL SERVICES DEPARTMENT	1,000,430	17,808,130
7690 - IN-HOME SUPPORTIVE SERVICES PA	7,470	1,021,507
7780 - BEHAVIORAL HEALTH	733,849	50,393,579
7880 - HEALTH SERVICES	387,021	3,220,957
7900 - ASSISTANCE PROGRAMS	0	4,008,469
<b>FUND TOTAL</b>	<b>2,548,146</b>	<b>82,502,415</b>
<b>906 - MHSA</b>		
9600 - MHSA	39,122,455	0
<b>FUND TOTAL</b>	<b>39,122,455</b>	<b>0</b>
<b>TOTAL</b>	<b>298,957,948</b>	<b>298,957,948</b>

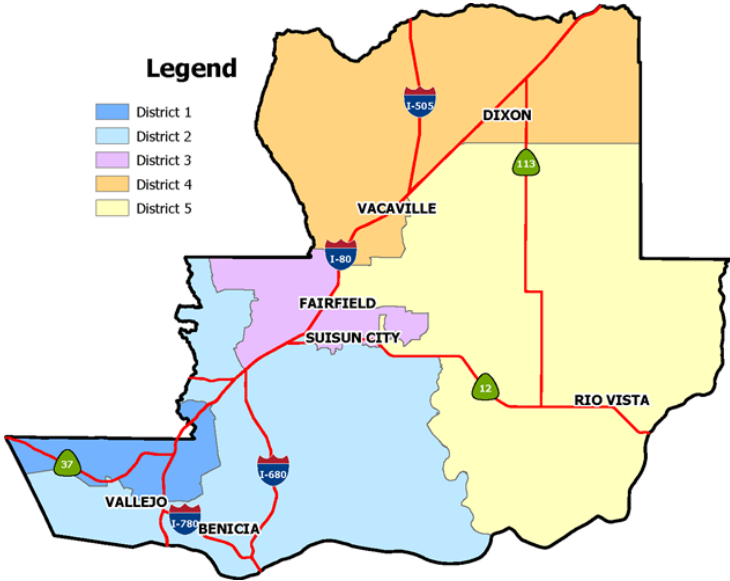


# Board of Supervisors



Erin Hannigan-District 1, Mitch Mashburn-District 5, Wanda Williams-District 3, John M. Vasquez-District 4, Monica Brown-District 2  
Picture Taken: January 2023

# County of Solano



## 1000 – Fund 001-Board of Supervisors

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

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### STATEMENT OF PURPOSE

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

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

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

This Board remains committed to meeting its operational requirements in the present term while also considering the road ahead. Early in 2023, the Board held a priority setting session to look at how the County can provide services now and into the future. This includes looking for efficiencies internally while also seeking opportunities to promote economic development, boost affordable housing projects, grow our workforce, as well as promote and protect one of our largest economic drivers – agriculture.

We continue to recover from the COVID-19 pandemic and have made great progress in administering federal American Rescue Plan Act (ARPA) funding. The County is fortunate to have received \$86.9 million in ARPA funds. After two years of community engagement and careful consideration, the last of these dollars were allocated in March 2023 across more than 50 projects within the community that promote affordable housing, access to high-speed internet, expand childcare, and increase services that support our most vulnerable populations.

The Board's responsibilities include:

- Approving a balanced budget for all operations of County government, including general government, public protection, public assistance, health and sanitation, and recreation.
- Enacting ordinances and resolutions which may apply to the entire County or only to unincorporated areas (not under the jurisdiction of a city or town).
- Determining 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.
- Establishing salary and benefits for employees.
- Approving additions/deletions to the County's position allocation list.
- Directing and controlling litigation.
- Approving contracts and appropriate funds.
- Acquiring and selling property.
- Acting as the final arbiter of decisions made by commissions and committees appointed by and serving the Board.
- Representing the County of Solano on other County, Regional and State boards and commissions.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	642,451
FY2023/24 Recommended:	691,667
County General Fund Contribution:	691,667
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

**FUNCTION AND RESPONSIBILITIES**

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The three years from 2020 through 2022 were unprecedented years in our Nation’s history with the COVID-19 pandemic. Through the early months of the pandemic Supervisor Hannigan led the County discussion on the Shelter at Home (SAH) order, worked with local, regional, and statewide leadership to understand the complexities of SAH, virus transmission and the multitude of orders and changes to orders as put forward by Governor Newsom and the CA Department of Public Health (CDPH) and implemented in Solano County by our Public Health staff. Other actions included assisting with Public Health messaging, providing personal protective equipment to seniors and involving Elected Officials County-wide to participate in updates and ask questions regarding the COVID-19 virus, treatments, virus spread and containment, vaccines and the tiering systems as ordered by the CDPH for opening and closing businesses and schools.

Supervisor Hannigan represents the Board of Supervisors on over 25 County, State, Regional and District boards and commissions. Along with the other members of the Board of Supervisors, she is a member of the National Association of Counties (NACo), the East Vallejo Fire Protection District, the Solano Facilities Corporation, and the In-Home Supportive Services Public Authority. She is directly working with County initiatives serving as a member of the Board’s Legislative Committee and its Solano360 Implementation Committee. She serves on the First 5 Solano Commission, and also serves as a member of the Solano Regional Park Committee, Public Art Committee, the Lakes Water Policy Committee, the Social Equity Committee, and the Law and Justice Committee. Supervisor Hannigan is a member of the Juvenile Justice Coordinating Council where she advocates for positive solutions from youth both in and coming out of juvenile probation.

Supervisor Hannigan is a Board Member of the California State Association of Counties (CSAC) where she is a member of the Executive Committee, Legislative Committee, Suburban Caucus and an instructor for the New Supervisors Institute.

Supervisor Hannigan connects with regional organizations through her service as a Board Member of the Solano County Water Agency Board, and regular member of the City County Coordinating Committee, as Executive Committee Member and Director of the Solano Economic Development Corporation, the Northern CA Counties Tribal Matters Consortium, and the State Route 37 Corridor Policy Committee. In January of 2021, Supervisor Hannigan joined the Board of Directors of the Bay Area Air Quality Management District.

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

Accomplishments:

- As a member of the Solano County Local Board for the “Emergency Food and Shelter National Board Program” which is funded through FEMA and the Department of Homeland Security, Supervisor Hannigan advocates for local non-profit organizations. This program has always been a unique public-private partnership between the federal government and the United Way. United Way of the Bay Area staffs the program locally. This program is one of the few dedicated sources of

**Erin Hannigan  
Legislative & Administration**

federal funding that non-profits can use to buy food for meals programs and pantries. Organizations receiving funding over the years include Catholic Charities Yolo-Solano, Children’s Network of Solano County, Food Bank of Contra Costa and Solano, Meals on Wheels, SHELTER Inc. Solano, Solano Dream Center, Sparrow Project, Community Action North Bay, and Child Start Inc.

- Supervisor Hannigan developed a partnership with the Yocha Dehe Wintun Nation which continues in this seventh year with contributions totaling \$6,750,000 to assist people in need in Solano County. This year’s robust collection of programs includes the following: First 5 Solano provides basic needs support with \$200,000 that will directly assist families in crisis by addressing immediate needs and \$300,000 is committed providing programs related to Early Learning, School Readiness, Social Engagement & Peer Support as well as Community Resource Information at the First 5 Center in Vallejo. The project with Family Health Services continues with an additional \$200,000 to operate the Mobile Food Pharmacy and its Food Rx program in collaboration with the Food Bank of Contra Costa and Solano. This Mobile Food Pharmacy visits our County Medical clinics where medical professionals will provide a food prescription, called Food Rx, to their patients. Under the supervision of our Probation Department, \$100,000 is invested to help young people and youth in transition through and out of Probation by providing things from professional attire to mentoring services. This program enhances culturally relevant efforts with a focus on building resiliency in the lives of youth in transition toward success. Vibe Solano is funded with \$200,000 infusing a health equity lens to continue an “Achieving Equity Together” plan addressing the challenges in our community among some of our most vulnerable residents, including very young children, older adults, and farm workers. By pursuing strategies that change systems, organizational practices, and policies that ensure the changes to be equitable, long-lasting, healthy, inclusive, cost-effective and impactful, this work will be focused to ensure that people do not fall through the cracks.
- Ongoing programs that were previously funded offer high school diplomas and transportation for seniors. Through a match with funding from the State Library, our libraries continue to offer adults the opportunity to earn a high school diploma. Prior funding also helped to provide a \$14,900 grant to VOICES Solano that operates in Vallejo. Through our partnership with the Solano Transportation Authority, we have identified the great need to improve transportation options for seniors, especially those with mobility issues. Prior funding in the amount of \$100,000 made it possible for the STA to purchase two paratransit vans which are operated by volunteer drivers who will bring seniors to various appointments and social events. A second First 5 Center, which was funded in part by a generous \$100,000 contribution from the Yocha Dehe Wintun Nation in 2022 is planned to begin construction in 2023 and open in April 2024.
- The partnership with the Yocha Dehe Wintun Nation dovetails into Supervisor Hannigan’s priority of enhancing a Foundation Giving campaign. Supervisor Hannigan is working with First 5 Solano and the Department of Health and Social Services to improve foundation giving to the non-profits of our County. Since 2006, Solano has remained the most under-resourced of all Bay Area counties in terms of foundation investment. Solano County’s per capita foundation funding increased by approximately 46% between 2012 and 2016. In contrast, foundation funding per capita in other Bay Area counties has increased by as much as 321% in the same 4-year period. Developing relationships with foundations around the Bay Area and the Sacramento Valley has required that Solano stakeholders identify the foundations that have similar investment priorities and meet with the foundation representatives to clearly articulate the County’s needs and how Solano agencies intend to address them.
- After a two-year process, in February of 2020, Supervisor Hannigan, as Chairwoman of the First 5 Solano Commission on Children and Families, helped open Solano County’s First 5 Center in Vallejo with over 400 people in attendance. This is the first Center of its kind in Solano County. The location of the Center was determined through an equity lens that identified risk factors of children living in poverty throughout Solano County. The Center, run by Bay Area Community Resources, provides free classes and resources (County and non-profit partners) for family members with children under the age of 6. The Center provides an indoor play area, free books, three activity rooms and a staff to support our most vulnerable residents. Tenant improvements totaled \$1.8 million, and Supervisor Hannigan was able to help raise \$1.2 million.
- In order to combat human trafficking, Supervisor Hannigan participates in the Commercially Sexually Exploited Children (CSEC) Steering Committee. The mission of the interagency CSEC Steering Committee is to establish a protocol to foster collaboration and coordination among multi-jurisdictional agencies to improve the capacity to identify victims and to provide services for them and their family/caregivers. They work to end their exploitation and to hold exploiters accountable. The committee has formed a Memorandum of Understanding (MOU) to establish multidisciplinary teams on behalf of commercially sexual exploited children in Solano County.

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- Advocacy for Solano County to State and federal governments is a priority. Supervisor Hannigan participates annually in the NACo Legislative Conference. These visits include in-person meetings with our Senators and Congressional members as well as various agencies that impact Solano County. She regularly participates in CSAC and attended conferences and meetings in Sacramento and around the State.
  - SB 365 was passed by the California State Legislature and signed by the Governor giving Solano County the foundation to develop a countywide parks district. Supervisors Vasquez and Hannigan are working with County staff and community stakeholders to further define the operation of the Regional Parks District and create a roadmap going forward that will include addressing access and funding.
  - Supervisor Hannigan is involved in providing a network for mentoring, supporting, and empowering elected women leaders who are affiliated with 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, Supervisor Hannigan championed and participated in the forming committee for the Solano Commission on Women and Girls (SCWG), which was established as an advisory committee comprised of concerned citizens of Solano County to provide the Board of Supervisors with comments on general or specific issues relating to enabling women to have greater equality in the areas of housing, education, employment, community services, and related activities. The Commission is made up of diverse women and girls from throughout the County who are working to establish a report card on the status of women and girls. Initial funding for the SCWG was obtained by Soroptimist Clubs and other women centric groups.
  - What started in 2016 with a \$30,000 "Walking for Health" grant with Sutter Health, Supervisor Hannigan has partnered with the Florence Douglas Senior Center in Vallejo to provide shoes for seniors. Sutter has renewed their commitment with an additional \$20,000 grant in 2019 and another \$10,000 grant in 2022. This program has given away nearly 2,000 pairs of walking shoes and continues to offer opportunities to encourage walking and healthy lifestyles. Supervisor Hannigan actively promotes exercise through her weekly "Walk with the Supervisor" which takes place every Friday at 9:00 am along the Vallejo Waterfront. In September 2022, the walk celebrated its 7-year anniversary event with representatives from the City of Vallejo, Drug Safe Solano and the Touro University Mobile Diabetes Education Center available with resources for the public at the Vallejo Waterfront.
  - State Route 37 traffic and flood protection is an issue of concern for Supervisor Hannigan. She serves as Chair of the Solano Transportation Authority SR 37 Policy Committee. The committee compared the impacts of status quo and solutions to address traffic congestion and environmental impacts. The focus is to protect the existing roadway while exploring options to accommodate long-term solutions to address the traffic demands with a balance of short-term solutions.
  - During the 2020 County budget discussions, Supervisor Hannigan put forward an Equity Initiative along with \$150,000 to offset the projected costs of hiring a consultant to assist the County with an internal review of equity policies, practices and procedures. Supervisors Hannigan and Williams are appointed to the subcommittee and anticipate the equity review to address recruitment, hiring, mentoring, promotion, and all other employee related activities with the intention of improving our ability to support a diverse workforce at all levels that mirrors the diversity of the residents in our County.
  - In August 2022, Supervisor Hannigan joined Probation staff and community partners in welcoming State of California Attorney General Rob Bonta to the Youth Achievement Center in Vallejo. At the meeting, six young people in our justice program had an opportunity to ask the Attorney General questions regarding the justice system for youth, share in their own experience their optimism for their futures and the concerns they face daily. Attorney General Bonta learned about the services provided to them to prepare them for a future outside our justice system.

**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 through an equity lens.
- Lead collaboratively and energetically with each member of the Board of Supervisors.

**Erin Hannigan  
Legislative & Administration**

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- 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 \$72,523 or 11.7% in appropriations when compared to the FY2022/23 Adopted Budget primarily due to increases in Salaries and Employee Benefit costs resulting from negotiated and approved labor contracts. Additionally, the Recommended Budget includes increases in Services and Supplies and Other Charges due to increases in insurance costs, central data processing charges, and Countywide Administrative Overhead costs.

**DEPARTMENT COMMENTS**

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

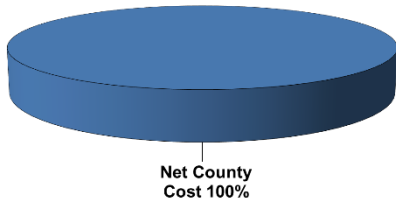
Since being sworn into office in January of 2013, Supervisor Hannigan has been working diligently to connect the services and operations of the County to the community. Issues related to public safety and the Center for Positive Change, homelessness and human trafficking, health care, including mental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

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

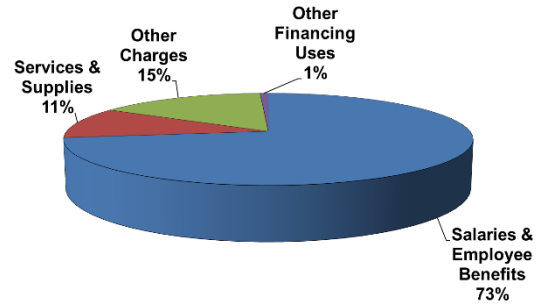
One significant project of Solano County is located in District 1. The Solano360 project is a partnership between Solano County and the City of Vallejo. This project will continue to see development of a proposed land plan supported by a feasibility and market studies consistent with the uses defined in the Specific Plan which was approved in 2013. In 2018, the County cleared the grandstands and the old horse barns to prepare the property for development. In 2020 and 2021, the County along with its partner, the City of Vallejo, brought on a private partner to help make that project become a reality. With a term sheet agreed to with the private partner in 2022, we anticipate bringing the project forward to the community through 2023.

Supervisor Hannigan is honored to serve as a member of the Solano County Board of Supervisors. With the assistance of her staff, Josette Lacey and Michael Wilson, she is able to serve as a strong conduit between the Board of Supervisors and the County Administration. Supervisor Hannigan enjoys representing the County and Board of Supervisors not only in District 1, but alongside the other four Supervisors representing the County of Solano. Her greatest priority is serving the people who live, work and visit Solano County. As she often says, "I love the work I do and will always work to further improve our community." In January 2021, Supervisor Hannigan began her 3<sup>rd</sup> term as County Supervisor representing District 1.

**USE OF FUNDS**



**SOURCE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	480,155	470,899	503,810	32,911	7.0%
SERVICES AND SUPPLIES	54,587	60,135	75,047	14,912	24.8%
OTHER CHARGES	83,546	83,242	107,451	24,209	29.1%
OTHER FINANCING USES	4,696	4,768	5,259	491	10.3%
INTRA-FUND TRANSFERS	1,009	100	100	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>623,994</b>	<b>619,144</b>	<b>691,667</b>	<b>72,523</b>	<b>11.7%</b>
<b>NET COUNTY COST</b>	<b>623,994</b>	<b>619,144</b>	<b>691,667</b>	<b>72,523</b>	<b>11.7%</b>

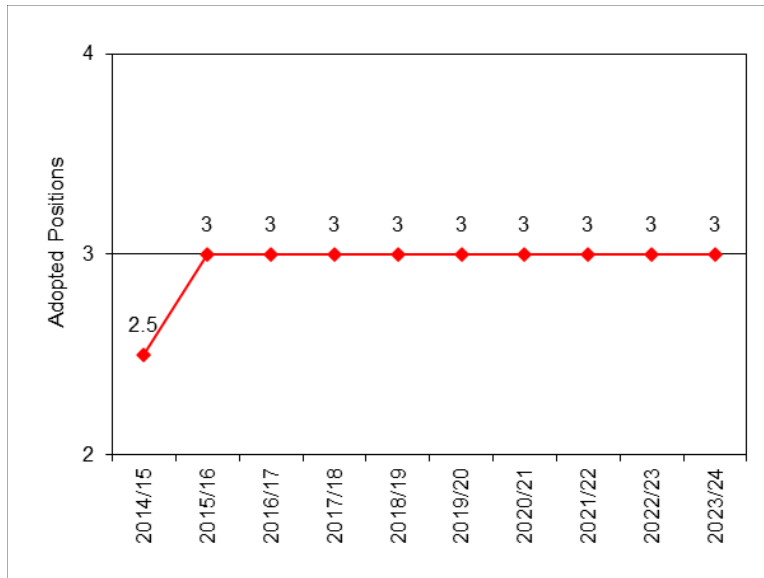
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	596,979
FY2023/24 Recommended:	667,074
County General Fund Contribution:	667,074
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. Monthly office hours have been postponed due to the pandemic. The District 2 Supervisor’s Office budget provides for the expenditures of the elected Supervisor and two staff positions.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

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

Challenges:

- The COVID-19 pandemic created a significant number of challenges including budgets, in-person meetings, information dissemination, and continuously changing orders at the State and local level.
- Emergency wildfire response throughout the County has also been a significant undertaking and required reallocation of resources to respond.
- There continues to be challenges with managing air quality and environmental issues in District 2.
- Expanded enforcement and coordination of the weed abatement ordinance.
- Water issues in Benicia, specifically the broken water main under Lopes Road as the land continues to slide in that area.
- Continued flood risks on Suisun Creek.

Accomplishments:

- Serves on the oversight committee of the reformed Area Agency on Aging of Napa and Solano Counties which provides much needed services to seniors.
- Sponsored resolutions at the Board to recognize contributions to the community and society.
- Serves on the Solano County Mental Health Advisory Board and aided in the procurement of mobile crisis services for Solano County residents and first responders. In addition, supported the mental health crisis unit and board and care facility.
- Ongoing support and approval of continued implementation of Laura’s Law that supports individuals with assisted outpatient mental health treatment.
- Continues to advocate and oppose legislation at the state level on behalf of constituents in District 2.
- Meets monthly with Health and Social Services regarding issues related to mental health and housing.

**Monica Brown  
Legislative & Administration**

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

**Priorities:**

- Serving District 2 constituents by investigating and responding to their concerns concerning the County, meeting with them on requests, and reaching out to them through community meetings and forums.
- Keep open space open.
- Prepare a plan for countywide broadband mapping and implementation.
- Create positions for grant writers to apply for as much State and federal funding as possible to serve Solano County residents.
- Supporting and initiating efforts that will enhance the lives of the residents of Solano County through collaboration with County stakeholders, local, State and federal legislators, business communities, and non-profit organizations serving various communities such as children and families, the homeless, mental health, and veterans' advocates.
- Working to address homelessness throughout Solano County including homeless students and persons needing permanent housing in District 2.
- Collaborating with the County Mental Health Services Division, the Mental Health Advisory Board and non-profit organizations to increase services and resources allocated to mental health patients and their families.
- Addressing water issues within the County, specifically the root causes of flooding and emergencies many District 2 residents have experienced with the 2023 winter storm event and prior flood events. This includes working with cities within the district as well as State and local water agencies to prevent further emergency situations and provide relief to those affected by disasters.
- Expand food distribution to address the issue of food insecurity throughout District 2.
- Continued dissemination of important information for constituents via the District 2 newsletter.

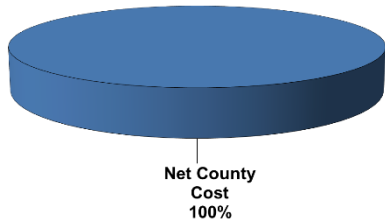
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$72,490 or 12.2% in appropriations when compared to the FY2022/23 Adopted Budget primarily due to increases in Salaries and Employee Benefit costs resulting from negotiated and approved labor contracts. Additionally, the Recommended Budget includes increases in Services and Supplies and Other Charges due to increases in insurance costs, central data processing charges, education and training, and Countywide Administrative Overhead costs.

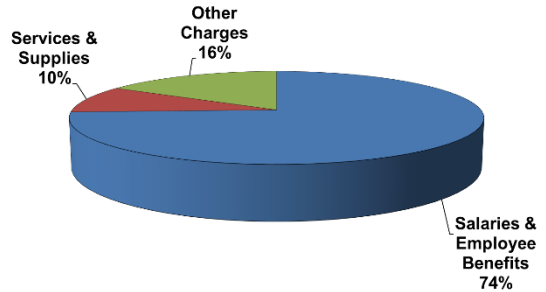
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	453,139	452,300	493,143	40,843	9.0%
SERVICES AND SUPPLIES	48,056	55,550	62,516	6,966	12.5%
OTHER CHARGES	86,458	83,882	108,253	24,371	29.1%
OTHER FINANCING USES	2,741	2,802	3,112	310	11.1%
INTRA-FUND TRANSFERS	18	50	50	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>590,413</b>	<b>594,584</b>	<b>667,074</b>	<b>72,490</b>	<b>12.2%</b>
<b>NET COUNTY COST</b>	<b>590,413</b>	<b>594,584</b>	<b>667,074</b>	<b>72,490</b>	<b>12.2%</b>

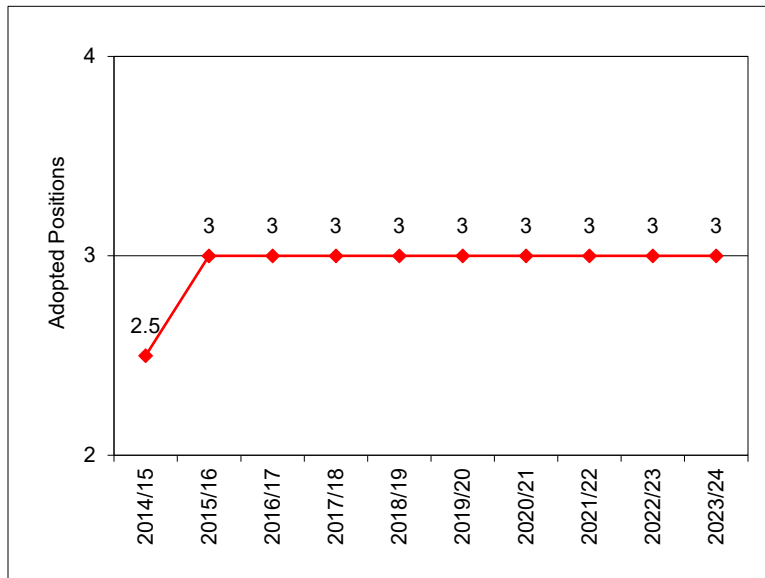
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	585,136
FY2023/24 Recommended:	717,329
County General Fund Contribution:	717,329
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

**FUNCTION AND RESPONSIBILITIES**

The District 3 Supervisor represents citizens residing within the City of Suisun City, Suisun Valley and a portion of the City of Fairfield. The district maintains an office at the County Government Center at 675 Texas Street in Fairfield. The District 3 Supervisor’s Office budget provides for the expenditures of the elected Supervisor and two staff positions.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Supervisor Williams represents the Board of Supervisors on over 22 County and regional boards and commissions as a member or alternate member. Appointments as a member include National Association of Counties (NACo), Association of Bay Area Governments (ABAG) Executive Board, ABAG General Assembly, Community Action Partnership (CAP) Solano JPA Tripartite Advisory Board, East Vallejo Fire Protection District, In-Home Support Services Public Authority, Solano Children’s Alliance, Solano Facilities Corporation, Solano Land Trust, Solano Open Space, Solano County Water Agency, Solano City County Coordinating Council (4Cs), Vacaville-Fairfield Solano Greenbelt Joint Powers Authority and the Social Equity Committee. Appointments as an alternative member include the California State Association of Counties (CSAC) Board of Directors, Napa/Solano Area Agency on Aging (N/S AAA) Oversight Board, Yolo-Solano Air Quality Board, Local Agency Formation Commission (LAFCo), Solano Transportation Authority (STA), Solano Subbasin Groundwater Sustainability Agency Board of Directors, Solano County Consolidated Oversight Board, and the Travis Community Consortium.

Priorities:

- Serving district constituents by investigating in and responding to their concerns regarding 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, affordable housing and veterans advocates, and non-profit organizations serving various communities such as children and families, the homeless as well as those with mental health issues.
- Working to address homelessness throughout Solano County for all stages and ages including seniors, individuals with disabilities, children, families, and persons needing permanent housing in District 3. Work with non-profits and Non-governmental Organizations (NGOs) that invest in direct support (housing development, rental support, and legal aid).
- Collaborating with Health and Social Services’ (H&SS) Behavioral Health Services Division, the Mental Health Advisory Board, and non-profit organizations to increase services and resources allocated to mental health patients and their families. Improving health equity outcomes for black women and women of color after childbirth as well as teens where alcohol and drug abuse may be an issue.
- Addressing water issues within the County, specifically the root causes of flooding and emergencies many District 3 residents have experienced with the 2023 rainstorm events. This includes working with cities within the district, State and local water agencies, non-profits, NGO’s, Caltrans, as well as State and federal lawmakers to encourage legislation that reduces risks or provides relief to those affected by disasters.
- Engage with stakeholders and residents to further define the operation of the Regional Parks District and create a roadmap going forward that will include addressing access and funding.

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Accomplishments:

- Collaborating with the Department of Resource Management - Public Works Division, the City of Fairfield, the City of Suisun City, the Solano County Water Agency (SCWA) and the SCWA Flood Control Advisory Committee, in order to address the many ongoing water issues impacting residents in District 3 and throughout the County.
- Working with the Department of Resource Management - Public Works Division, the Sheriff's Office of Emergency Services (OES), and Caltrans to address flooding affecting properties along the Suisun Parkway and with Suisun Creek debris removal.
- Meeting with all Solano County department heads and County staff to discuss backgrounds, plans, and policies of each department and Supervisor priorities as it relates to each department's areas of focus.
- Establishing Supervisor Office Hours so that constituents of District 3 can meet with and speak with Supervisor Williams on local issues impacting their communities.
- Worked with E & C Winery and the Rockville Homeowners Association to facilitate a discussion to resolve a land use issue and introduced direction to County staff to create a Solano County Good Neighbor Policy. Collaborating with Resource Management to develop a noise ordinance policy.
- Participated in CSAC New Supervisor Training Institute and Supervisor Certification Training program to develop skills and learn the foundational role of a Supervisor.
- Working with County staff and advisory committee for In-Home Support Services regarding the Governor's Budget changes and the impacts to the local funding and potential negative impacts of the service.
- Represent Solano County as an Alternate on the CSAC Board of Directors working to influence legislation that will benefit counties and the public.
- Represent Solano County as an Alternate on the STA Board of Directors working to improve transportation infrastructure and access to transportation. Working with STA on the Safe Routes to School local initiatives. Working with STA to explore funding opportunities for local affordable housing projects.
- Attended Association of Bay Area Governments (ABAG) as Primary to learn about regional concerns that affect Solano County and to seek out viable solutions to those concerns.
- Attended LAFCo meeting as an Alternate to learn about County concerns that affect the discouragement of urban sprawl; the preservation of open space and prime agricultural land resources; the efficient provision of government services; and the encouragement of orderly growth boundaries based upon local conditions and circumstances.
- Attended NACo Legislative Conference in Washington, D.C. to advocate for federal funding in relation to the County's legislative priorities.
- Met with the Solano County Farm Bureau (SCFB) regarding the American Farm Bill reauthorization act. In collaboration with SCFB created the talking points used for the creation of the County's white paper. Met with the offices of California Senator Padilla and Congressman Garamendi to advocate on behalf of our farmers pertaining to the farm bill.
- Addressed constituent concerns on a variety of issues including code enforcement, land use planning, traffic, water, and assist them with making connections to various State and local agencies.
- Represented District 3 at numerous events in the community.

**DEPARTMENTAL BUDGET SUMMARY**

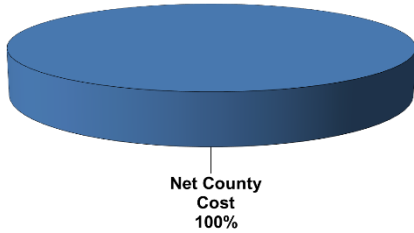
Supervisor Williams took office January 2023, the FY2023/24 Budget reflects the first full year for her district.

The Recommended Budget represents an increase of \$88,337 or 14.0% in appropriations when compared to the FY2022/23 Adopted Budget, due to increases in Salaries and Benefit costs resulting from negotiated and approved labor contracts. Additionally, the Recommended Budget includes increases in Services and Supplies and Other Charges primarily due to increases in insurance costs, central data processing charges, training, and Countywide Administrative Overhead costs.

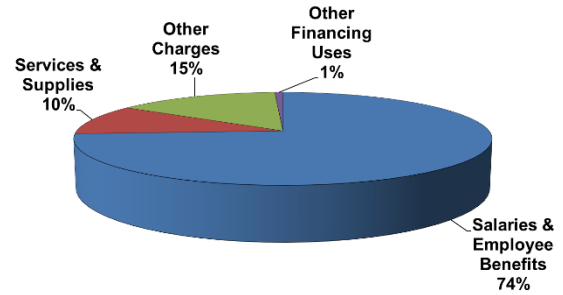
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	489,073	490,736	530,594	39,858	8.1%
SERVICES AND SUPPLIES	46,395	54,114	75,047	20,933	38.7%
OTHER CHARGES	85,682	79,104	106,329	27,225	34.4%
OTHER FINANCING USES	4,786	4,938	5,259	321	6.5%
INTRA-FUND TRANSFERS	570	100	100	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>626,506</b>	<b>628,992</b>	<b>717,329</b>	<b>88,337</b>	<b>14.0%</b>
<b>NET COUNTY COST</b>	<b>626,506</b>	<b>628,992</b>	<b>717,329</b>	<b>88,337</b>	<b>14.0%</b>

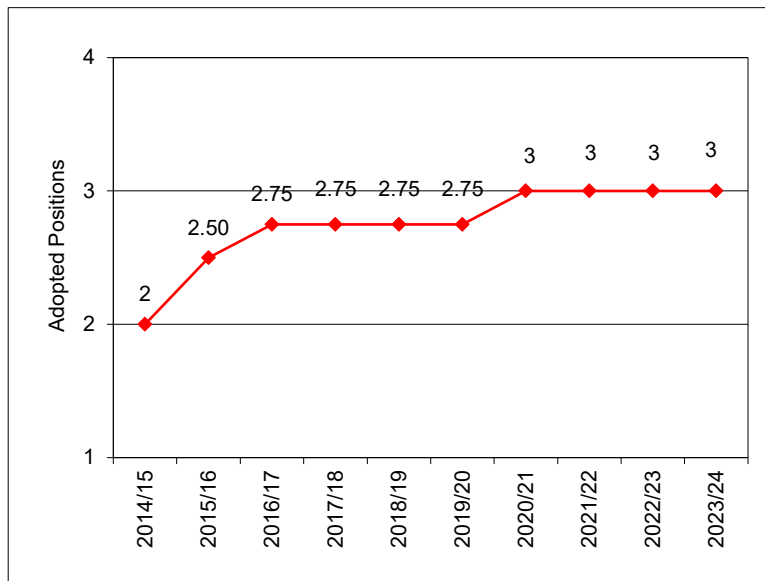
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	668,082
FY2023/24 Recommended:	697,888
County General Fund Contribution:	697,888
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

**FUNCTION AND RESPONSIBILITIES**

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Supervisor Vasquez represents the citizens of Solano County on 33 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, Northern California Counties Tribal Matters Consortium, Solano County Water Agency, Regional Parks Committee, Yolo-Solano Air Quality Management District, and more. The preservation of agriculture and natural resources, along with issues affecting seniors and those in poverty remain significant priorities for Supervisor Vasquez.

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

- After two years of community engagement and careful consideration, the Board of Supervisors completed allocation of \$86.9 million received from the Federal Government as part of the American Rescue Plan Act (ARPA). These dollars were strategically invested in more than 50 projects within the community that promote affordable housing, access to high-speed internet, expand childcare, and increase services that support our most vulnerable populations.
- The LNU Lightning Complex fire of August 2020 is still fresh in many of our minds. More than 300 homes were destroyed and 854 total structures were damaged in the rural Vacaville and greater Winters area. Supervisor Vasquez’s office continues to field calls and e-mails from those seeking assistance and continues to be a liaison between residents and staff to assist in the recovery process.
- Also along the fire front, Supervisor Vasquez continues to work with his partners at the State level such as Senator Bill Dodd, who was able to secure \$1.9 million to boost Solano County’s wildfire prevention and suppression efforts. This funding, in addition to the County’s formation of the Solano Fire Safe Council through a California Fire Safe Council grant, has allowed Solano County to hire a Wildfire Prevention Coordinator and make strategic investments in wildfire safety. Recent efforts have culminated in the application of a \$4.75 million Cal Fire grant that will help with implementation of wildfire risk reduction, community outreach and education. This work also includes the 2023 Community Wildfire Protection Plan (CWPP). A CWPP is a plan designed to identify and mitigate wildfire hazards to communities and infrastructure located in the wildland-urban interface. The CWPP makes recommendations for hazardous fuels reduction, public outreach and education, structural ignitability reduction, and fire response capacity. In early 2023, Solano County also rolled out its Ag Pass program, which allows farmers and ranchers (upon successful completion of a mandatory training program) to access their crops and livestock in the wake of a disaster, such as a wildfire.
- The Board opened the doors to a new 12,500-square-foot mental health residential treatment facility at the Health and Social Services campus in Fairfield. Solano County was one of ten counties across the State to receive Senate Bill 843 funding to create a mental health diversion and adult board and care facility. The facility will accommodate up to 32 adults experiencing mental illness, including those facing housing insecurity.

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

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- Supervisor Vasquez continues to engage with the public through a monthly e-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.
- In late 2022, we celebrated Solano County’s 42 centenarians ranging in age from 100 to 107 during the 16<sup>th</sup> Annual Centenarian Celebration. This event was again held as a virtual presentation before the Board of Supervisors due to the ongoing COVID-19 pandemic. The event provides the opportunity to recognize and honor our oldest living residents for the wonderful things they have achieved and continue to experience in their lives.

Goals and commitments in the coming fiscal year:

- Closely watch legislation that impacts water, our most important natural resource. Supervisor Vasquez is committed to being an advocate for all of Solano County at the local, State and federal level on matters involving water and serves on the Solano County Water Agency and Solano Groundwater Sustainability Agency Board of Directors. It is critical to all residents that our current water sources are protected while working to create more storage for growing demands.
- Continue to work with residents impacted by the LNU Lightning Complex fire to rebuild their properties. Ongoing work also includes fire prevention and preparedness initiatives which include the formation of Fire Safe Councils (FSC’s) throughout the county, including Solano County’s own Solano Fire Safe Council that can serve as an umbrella to assist the local FSC’s. Supervisor Vasquez will continue to push for enhanced alert systems such as audible sirens and mobile messaging as well as fuel reduction initiatives.
- 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.
- Work with the Agriculture Department to continue efforts to eradicate the glassy-winged sharpshooter, which was discovered in 2021 in Vacaville. Glassy-winged sharpshooters are invasive pests of concern to grape growing regions. The Ag Department has already implemented high-density trapping measures and applied targeted treatments to protect the County’s 4,000 acres of vineyards.
- Homelessness in Solano County is a concern to Supervisor Vasquez, and he will continue to work with the Board of Supervisors to collaborate and partner with the seven cities, non-profit agencies and service providers to address the myriad issues contributing to homelessness. He serves on the Community Action Partnership (CAP) Solano JPA, a partnership between the County and the seven cities to oversee and coordinate strategies that combat homelessness and provide safety net services

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.

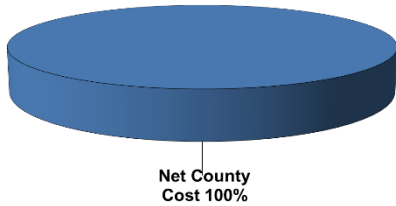
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$60,824 or 9.5% in appropriations when compared to the FY2022/23 Adopted Budget primarily due to increases in Salaries and Employee Benefits costs resulting from negotiated and approved labor contracts. Additionally, the Recommended Budget includes increases in Services and Supplies and Other Charges due to increases in insurance costs, central data processing charges, and Countywide Administrative Overhead costs.

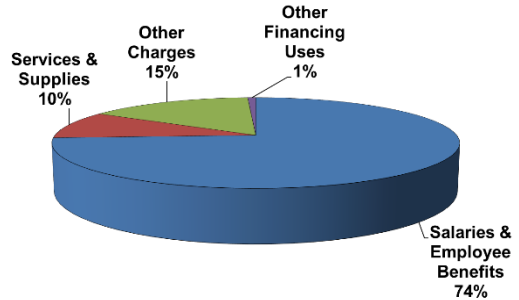
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	480,880	489,922	514,807	24,885	5.1%
SERVICES AND SUPPLIES	47,145	58,852	67,675	8,823	15.0%
OTHER CHARGES	85,480	83,366	106,976	23,610	28.3%
OTHER FINANCING USES	4,711	4,874	5,280	406	8.3%
INTRA-FUND TRANSFERS	138	50	3,150	3,100	6200.0%
<b>TOTAL APPROPRIATIONS</b>	<b>618,354</b>	<b>637,064</b>	<b>697,888</b>	<b>60,824</b>	<b>9.5%</b>
<b>NET COUNTY COST</b>	<b>618,354</b>	<b>637,064</b>	<b>697,888</b>	<b>60,824</b>	<b>9.5%</b>

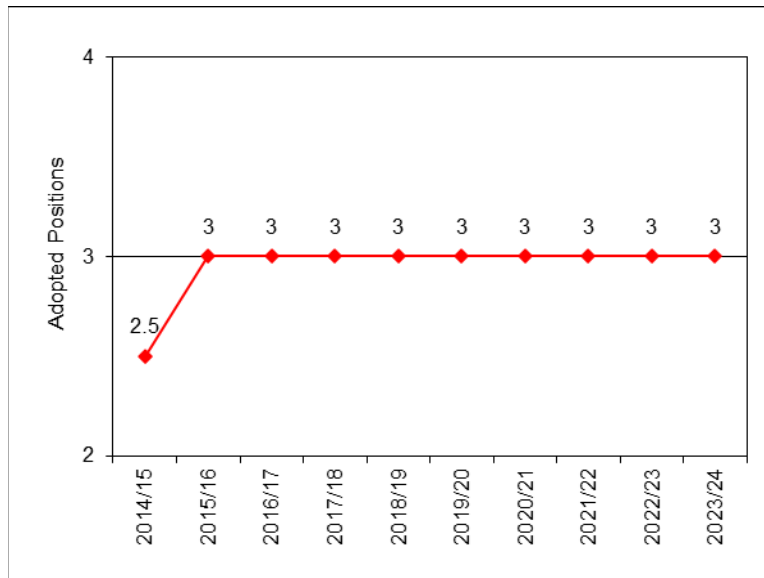
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	661,726
FY2023/24 Recommended:	698,266
County General Fund Contribution:	698,266
Percent County General Fund Supported:	100%
Total Employees (FTEs):	3

**FUNCTION AND RESPONSIBILITIES**

The District 5 Supervisor, Mitch Mashburn, represents citizens residing in the City of Rio Vista, parts of the cities of Vacaville, Fairfield, Suisun City, and the unincorporated areas of Elmira, Collinsville, Birds Landing, and Ryer Island. In his third year on the Board, Supervisor Mashburn serves as Chair of the Delta Conservancy, Chair of the City County Coordinating Council (4Cs), Chair of the Community Action Partnership (CAP) Solano JPA, Chair of the Solano Subbasin Groundwater Sustainability Agency; Vice Chair of the Yolo Solano Air Quality Management District; additionally he serves on the Executive Committee of the Solano County Water Agency. He is the Primary representative for the Board on the Solano Transportation Authority (STA) as well as the Local Agency Formation Commission (LAFCo). Supervisor Mashburn also serves on the Solano County Economic Development Corporation (Solano EDC), the Bay Conservation and Development Commission (BCDC), the Delta Counties Coalition, Rural County Representatives of California (RCRC), Travis Community Consortium and as the alternate representative on the Delta Protection Commission. The Supervisor maintains an office at the County Government Center, located at 675 Texas Street, Suite 6500 in Fairfield, California. The District 5 Office budget provides for the expenditures of the elected Supervisor and two full-time staff members.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- Since taking office in the middle of a pandemic, Supervisor Mashburn has faced unique challenges in leading through vaccination deployment, distribution of infrastructure funding and finding a return to normalcy. The District includes one of the busiest installations in Air Mobility Command, some of the nation’s richest farm and grazing land, a significant delta ecosystem, and the people who call this region home. Starting strong with a background in public service as a City Planning Commissioner, City Councilmember, and retired Sheriff’s Lieutenant in Corrections, Supervisor Mashburn has decades of budget experience that has been put to the test in setting direction for American Rescue Plan Act (ARPA) funding. Supervisor Mashburn has continued to earnestly implement his agenda for taking on long-standing problems including homelessness, water and resource management, and protecting Travis Air Force Base (TAFB) while improving the quality of life for the residents of Solano County and its cities.

Accomplishments:

- Even through increasing challenges, Supervisor Mashburn’s tenure on the Board of Supervisors has been hallmarked by listening and leading by example. Service is not a spectator sport, and Supervisor Mashburn’s packed schedule reflects that.
- To that end, Supervisor Mashburn has made a point to step up and show up, taking on new leadership positions, new challenges, and new opportunities to improve our communities.
- Solano County is a “Right to Farm” county with a rich agricultural heritage. The County’s agricultural diversity produces more distinct crops than all but one other California county and Supervisor Mashburn continues to work to create a culture that supports agribusiness here, based on the concept of partnering with farmers, ranchers, orchardists, and greenhouse operators to “Help Us Help Them.” This year, Supervisor Mashburn has made significant outreach to the next generation of farmers and ranchers, from the Farm Bureau and Cattlemen’s Association to the Young Farmers and Ranchers organization. County policies must be strong enough to protect the right to farm, while being nimble enough to adjust to market changes that allow agriculture to continue to flourish for generations to come.
- In strong partnership with Solano’s seven cities, Supervisor Mashburn has taken the lead on the successful restructuring of the CAP Solano JPA to better serve the needs of the homeless population in Solano County. His guiding principles include a regional approach, with better transparency and accountability, plus recognizing that the needs of the homeless population

**Mitch Mashburn**  
**Legislative & Administration**

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are not all alike. In working together, we expect previously unattainable federal and State grants to become available, resulting in the ability to serve those experiencing homelessness more effectively and efficiently to aid in their path back to health and security.

- Supervisor Mashburn has taken a hands-on approach to code enforcement within the unincorporated areas of Solano County, to ensure health and safety violations are addressed before becoming a larger problem. He and his staff have engaged in regular meetings with landowners and residents in areas of the 5th District that have seen significant problems with unsafe structures, fire prevention, illicit drugs, groundwater contamination, and numerous other issues that demand attention. This effort has seen significant success with a restructuring of code enforcement to better serve these needs.
- In keeping with his commitment to public safety, Supervisor Mashburn continues to meet with leadership, County staff and bargaining groups from Deputy Sheriffs, Corrections, and Probation, to ensure their needs are met and that their voices are heard.
- Supervisor Mashburn continues to be a fierce advocate for the men, women, and mission of TAFB. Faced with a wind turbine project by Sacramento Municipal Utility District (SMUD) that would irreparably harm current and future missions, he took the lead to ensure that the County's position is parallel with the needs of the base, reaching an agreement that better aligns with the Air Force's goals. He participated in the California Defense Summit in Sacramento alongside leaders of the Travis Community Coalition and TAFB Command Staff to show unity between the County and Base.
- Thousands of veterans and their families live within the 5th District, many of whom stayed following their service at TAFB or at the former Mare Island Naval Shipyard because of access to base benefits and quality health care at the Veteran's Affairs (VA) and David Grant Medical Center. Supervisor Mashburn takes meeting the needs of those who served very seriously and continues to highlight available services provided by the County of Solano and others and continues to showcase all supportive services that are available to Veterans here in Solano.
- Through his service on the Delta Counties Coalition, Supervisor Mashburn worked on the creation of educational tools to inform millions of area residents about the negative impacts of the State's current delta conveyance proposals. He represented Solano County on a whirlwind lobbying effort in the Nation's capital to reinforce our position strongly opposing the destruction of the economy and ecosystems of the Delta to ship water through a new conveyance system, rather than building much-needed storage south of the Delta. Dating back a century, there exists an ongoing battle to meet the water needs of agriculture, people, and the environment, often pitting those in the water-rich North State against those living south of the Sacramento Bay Delta. From the peripheral canal proposal of the 1980's to the twin tunnels of recent years, every scenario ends with Delta counties paying a greater price for development in California's more arid climes. Supervisor Mashburn continues to protect the Solano Project, aquifer, communities, natural environments, and the delta intakes that provide much of Solano County's water.
- With his strong background in government budgeting, Supervisor Mashburn holds one-on-one meetings regularly with department heads to better understand the changing needs of each department and the role they play in the shared responsibility of serving the residents of Solano County. Rather than wait for budget hearings immediately before the deadline, Supervisor Mashburn has made it a point to help craft the budget from the beginning to ensure his goals for the County are in alignment with its spending habits.
- With federal dollars flowing to counties through ARPA, Supervisor Mashburn has worked tirelessly to ensure that funding available to Solano County was spent prudently to provide new and better infrastructure along with key job training and education needs today and into the future. His goal is to ensure that aging infrastructure with deferred maintenance issues is brought to current standards, that access to technology is universal, and that funding for education is available for those who need it to better their occupational opportunities.
- Supervisor Mashburn has been supportive of efforts to improve the County's environmental commitments in County-owned and managed buildings. New energy efficiency investments and programs are saving money and helping the County meet State mandates for greenhouse gas emissions.
- He has worked hand in hand with the State's Department of Water Resources to improve conditions at Cache Slough as part of the Cache Slough Habitat Conservation Plan, a project that remains critical to the Delta's health.

Goals and Objectives:

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

- Improving communication between county government and the people it serves through our successful email program, coffees, town halls, social media, and other channels to foster an ongoing and two-way line of communication.
- Ensuring safe neighborhoods and safe communities in a responsive public safety structure.
- Protecting Solano County’s long-standing commitment to balanced budgets and strong reserves.
- Enforcing the Right to Farm commitment to family farmers and ranchers in Solano County.
- Serving those who have served us through comprehensive and appropriate Veterans’ Services.
- Ending the explosion of the homelessness crisis by helping those who seek a path out while enforcing safety needs of our entire community through a regional approach.
- With teeth now in our Code Enforcement programs, ensuring that action is taken on education, prevention and enforcement.
- Stewarding ARPA funds to ensure all monies now committed are spent responsibly with both present and future generations in mind.
- Respecting the mission of TAFB and being a strong neighbor and community partner for the men and women of Team Travis.
- Protecting Solano County’s needs of water for urban use, agriculture, and the environment without allowing our communities to mitigate for the State.
- Protecting the Delta for the families who call it home, for its unique beauty, agriculture, recreation, water supply and habitat for now and for future generations.

**DEPARTMENTAL BUDGET SUMMARY**

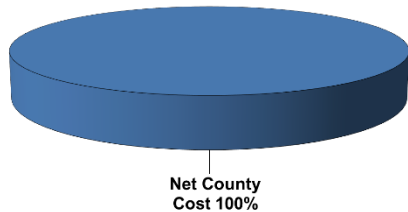
The Recommended Budget represents an increase of \$63,237 or 10.0% in appropriations when compared to the FY2022/23 Adopted Budget due to increases in Salaries and Employee Benefits resulting from negotiated and approved labor contracts. Additionally, the Recommended Budget includes increases in Services and Supplies and Other Charges primarily due to increases in insurance costs, central data processing charges, travel expense, education and training, postage and mailing costs, and Countywide Administrative Overhead costs.

**DEPARTMENT COMMENTS**

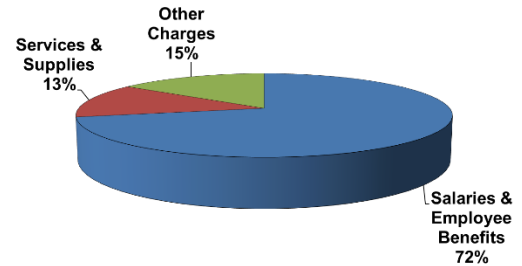
None.

Mitch Mashburn  
Legislative & Administration

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	474,031	483,764	498,116	14,352	3.0%
SERVICES AND SUPPLIES	44,010	65,927	92,150	26,223	39.8%
OTHER CHARGES	90,889	82,301	104,571	22,270	27.1%
OTHER FINANCING USES	2,844	2,837	3,229	392	13.8%
INTRA-FUND TRANSFERS	77	200	200	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>611,851</b>	<b>635,029</b>	<b>698,266</b>	<b>63,237</b>	<b>10.0%</b>
<b>NET COUNTY COST</b>	<b>611,851</b>	<b>635,029</b>	<b>698,266</b>	<b>63,237</b>	<b>10.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

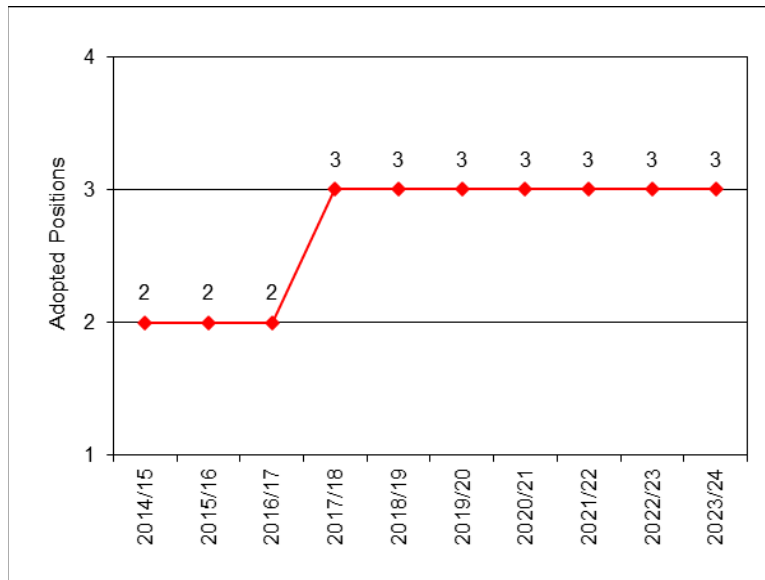
None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.



**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

John Vasquez, Chair  
Legislative & Administration

Budget Summary:	
FY2022/23 Midyear Projection:	186,473
FY2023/24 Recommended:	302,780
County General Fund Contribution:	302,780
Percent County General Fund Supported:	100%
Total Employees (FTEs):	0

**FUNCTION AND RESPONSIBILITIES**

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$19,696 or 7.0% in appropriations when compared to the FY2022/23 Adopted Budget. The increase is primarily due to increases in membership costs for NACo and ABAG and to replace outdated equipment in the Board Chambers. The increase is partially offset by a decrease in workers’ compensation costs. Services and Supplies includes costs for recording, editing, and copying of the Board meetings, usage and maintenance of phone lines, liability insurance, equipment maintenance, office expenses, managed print services, consulting services, lease for copiers, travel expenses for the Board Chair, and meals and refreshments for the Board Closed Sessions.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	28,871	10,638	0	(10,638)	(100.0%)
SERVICES AND SUPPLIES	119,069	246,446	276,780	30,334	12.3%
OTHER CHARGES	25,000	25,000	25,000	0	0.0%
INTRA-FUND TRANSFERS	399	1,000	1,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>173,338</b>	<b>283,084</b>	<b>302,780</b>	<b>19,696</b>	<b>7.0%</b>
<b>NET COUNTY COST</b>	<b>173,338</b>	<b>283,084</b>	<b>302,780</b>	<b>19,696</b>	<b>7.0%</b>

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



- Administrative Office**
- Annual County Budget Administration
  - Organizational Analysis
  - Countywide Fee Program
  - Public Facilities Fee Administration (1760)
  - Fairgrounds Development Project Administration (1820)
  - American Rescue Plan Act Administration (2960)
  - General Expenditures Budget (1903)
  - County Housing / Rental Assistance
  - Legislative Advocacy
  - Public Communications / Web /Social Media
  - Promotion / State Fair Exhibit /Economic Development (1750)
  - Intergovernmental Relations
  - Support City-County Coordinating Council
  - Travis Community Consortium (TCC)
  - Travis Community Partnership
  - Support Various Board Committees and Projects
  - Administration of Volunteer Services Contract
  - Staff Support-First 5 Solano (1530) (See Section J- Health & Pub Asst)
  - Office of Family Violence Prevention (5500)
  - Special Districts

- Clerk of the Board**
- BOS Agenda Preparation & Staff Meetings
  - Record of Proceedings
  - Public Document Requests
  - Assessment Appeal Agenda Preparation & Meeting Support
  - Oversee/Maintain all County Board of Supervisors Records (from 1850 to present)
  - Consolidated Oversight Board Agenda Preparation & Meeting Support

**DEPARTMENTAL PURPOSE**

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

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	5,307,112
FY2023/24 Recommended:	5,977,475
County General Fund Contribution:	1,134,663
Percent County General Fund Supported:	19.0%
Total Employees (FTEs):	20

**FUNCTION AND RESPONSIBILITIES**

Responsibilities of the County Administrator are:

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

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

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- Implement the County’s Legislative Advocacy Program; review impacts of federal and State legislation; initiate legislative proposals; and prepare position recommendations.
  - Formulate short- and long-range plans through strategic planning and the Annual Budget.
  - Supervise the performance of County departments and appointed department heads.
  - Staff and support Board committees including Legislation, Delta County Coalition, Land Use and Transportation, Solano360, Economic Development, Vallejo Lakes Water System, Human Services Needs Assessment, Social Equity Advisory, and Redistricting.
  - Represent the Board in the County’s intergovernmental relations and perform general administrative duties and provide staff support to the City-County Coordinating Council.
  - Provide administrative and fiscal oversight to First 5 Solano Commission.
  - Provide administrative and fiscal oversight to Office of Family Violence Prevention.
  - Oversee the contracts for the Administrative Entity services with the Workforce Development Board (WDB) and the Solano County Fair Association.
  - Administer and supervise the Risk Management and Loss Prevention programs (Solano County Code sections 2-44).
  - Serve as Incident Commander for emergency services (Solano County Code Chapter 7).

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Accomplishments:

- Continued work with the Solano360 project partners – the County, the City of Vallejo, and the Solano County Fair Association to advance the development of the Fairgrounds property in Vallejo based on Solano360 Specific Plan and continued to provide support to the Board subcommittee on the Solano Fairgrounds for the both the Solano360 project implementation and the operational agreements with the Fair.
- Continued to engage and participate with Travis Air Force Base with the goal of enhancing capacity of the base while reducing ongoing operational costs, a collaboration between Air Force, County and seven cities, and coordinated closely with Travis Community Consortium (TCC) partners.
- Continued work with the Pension Advisory Committee to implement strategies to address escalating retirement costs.
- Continued to provide guidance on the 2011 Public Safety Realignment for program and funding with the public safety departments.
- Continued partnership and support for “Moving Solano Forward III,” the updated Countywide economic development strategy with Solano Economic Development Corporation (EDC).
- Continued to produce the annual Solano Economic Index in collaboration with Solano EDC and Dr. Robert Eyer (14<sup>th</sup> Report).
- Continued to provide guidance and support to the Delta Counties Coalition.
- Provided staff support to the annual Board Centenarian reception.
- Provided support in the restructure of the Community Action Partnership (CAP) Solano JPA Board of Directors to consist of two elected officials from each city and the County to improve regional efforts to address homelessness.
- Coordinated the annual Counties Care Holiday Food Drive and the friendly competition with the employees of Contra Costa County, which resulted in a record breaking \$62,455 donated by Solano County employees toward the 2022 “Holiday Food Fight” campaign for a grand total of \$610,791 donated by Solano County employees since 2004.

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- Assisted the Board in completing the initial allocation of the County's one-time \$86.9 million federal American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Fund (SLFRF) direct funding and provided staff support for ongoing administration and reporting.
  - Produced the Midyear Financial Forecast for the County Budget and coordinated ongoing budget monitoring throughout the year.
  - Established the Solano Family Justice Center Oversight Committee, as part of the Office of Family Violence Prevention (OFVP) Transition Plan and worked to contract with a new lead agency (Contra Costa Family Justice Alliance) to host a strategy planning session on the future of the Solano Family Justice Center.
  - Actively monitoring legislative proposals and advocating for resources at State and federal levels to ensure delivery of services to County residents with the assistance of the County's federal and State legislative advocates.
  - Actively working with LAFCo and Board Subcommittee reviewing Fire District services and wildfire preparedness.
  - Provided temporary department oversight to the Department of Human Resources.
  - Hosted the 1<sup>st</sup> Annual Wildfire Community Preparedness Day event on May 6, 2023, to provide the community with resources to prepare for the beginning of wildfire prevention season.
  - Worked with community groups, Solano Resource Conservation District, and local fire agencies to establish the Solano Fire Safe Council; created to facilitate discussions and collaborate on wildfire prevention efforts.
  - In coordination with Human Resources, completed the labor negotiation process for 19 successor collective bargaining agreements, which went into effect in FY2022/23.
  - Continued to produce the Solano County Annual Report, a comprehensive document, shared within the community that highlights the accomplishments of the Board and County departments in a calendar year.
  - Launched the redesign of the solanocounty.com website to provide an updated user experience.

**WORKLOAD INDICATORS**

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

- Participated and provided assistance at 24 various Board meetings in person with expanded and modified public participation access.
- Processed 479 Agenda submittals and developed/published Minutes for 21 Board Regular Meetings, 3 Board Special Meetings, 3 City Selection Committee Meetings, 3 Consolidated Oversight Board Meetings, and processed 234 Public Comments related to items under the jurisdiction of the Board, through March 28, 2023.
- Provided staff administrative support to 10 Assessment Appeals Board Hearings.
- Provided administrative support to 3 Consolidated Oversight Board meetings.
- Provided administrative support for 3 City Selection Committee meetings.
- Recorded 14 Ordinances and 179 Resolutions adopted by the Board.
- Processed 236 Assessment Appeals applications (individual applications for multiples parcels counted as one).
- Received 37 requests for information under the California Public Records Act (GC §6250).
- Filed 191 California Environmental Quality Act (CEQA) documents.
- Processed 77 claims against the County and 22 lawsuits.

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

**Functional Area Summary**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CLERK OF THE BOARD	45,678	42,328	41,875	(453)	(1.1%)
ADMINISTRATIVE OFFICE	3,357,082	3,502,846	4,800,967	1,298,121	37.1%
<b>TOTAL REVENUES</b>	<b>3,402,760</b>	<b>3,545,174</b>	<b>4,842,842</b>	<b>1,297,668</b>	<b>36.6%</b>
<b>APPROPRIATIONS</b>					
CLERK OF THE BOARD	456,002	536,185	552,517	16,332	3.0%
ADMINISTRATIVE OFFICE	4,891,352	4,808,539	5,424,958	616,419	12.8%
<b>TOTAL APPROPRIATIONS</b>	<b>5,347,354</b>	<b>5,344,724</b>	<b>5,977,475</b>	<b>632,751</b>	<b>11.8%</b>
<b>NET COUNTY COST</b>					
CLERK OF THE BOARD	410,324	493,857	510,642	16,785	3.4%
ADMINISTRATIVE OFFICE	1,534,270	1,305,693	623,991	(681,702)	(52.2%)
<b>NET COUNTY COST</b>	<b>1,944,594</b>	<b>1,799,550</b>	<b>1,134,633</b>	<b>(664,917)</b>	<b>(36.9%)</b>

<b>STAFFING</b>					
CLERK OF THE BOARD	2	2	2	0	0.0%
ADMINISTRATIVE OFFICE	16	17	18	1	588.2%
<b>TOTAL STAFFING</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>1</b>	<b>526.3%</b>

**DEPARTMENTAL BUDGET SUMMARY**

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

**1115 - Administration:**

The Recommended Budget represents an increase of \$1,298,121 or 37.1% in revenues and an increase of \$616,419 or 12.8% in appropriations when compared to the FY2022/23 Adopted Budget. The Net County Cost for the Administration budget decreased by \$681,702 or 52.2%. This budget is primarily funded by County General Fund.

The increase in appropriations is primarily due to increases in Salaries and Employee Benefits of \$631,627 or 15.4% resulting from negotiated and approved labor contracts and the addition of 1.0 FTE Economic Development Officer to support countywide economic development initiatives.

Contracts

The FY2023/24 Recommended Budget includes the following significant contract:

- \$184,332 for Legislative Advocacy Services on general County issues.

Fixed Assets

None.

**1114 - Clerk of the Board:**

The Recommended Budget represents a decrease of \$453 or 1.1% in revenues and an increase of \$16,332 or 3.0% in appropriations when compared to the FY2022/23 Adopted Budget. This budget is primarily funded by County General Fund.

The increase in appropriations is primarily due to increases in Salaries and Employee Benefits of \$6,817 or 2.0% resulting from negotiated and approved labor contracts and an increase in Services and Supplies of \$9,094 or 4.6% due to increased central data processing charges.

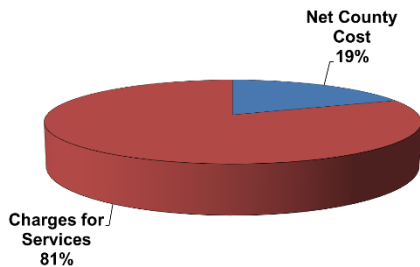
Fixed Assets

None.

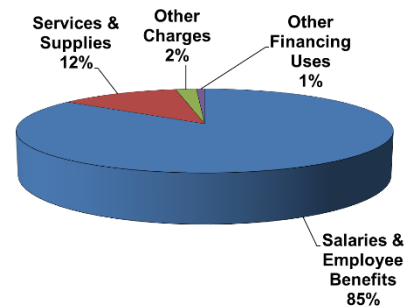
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



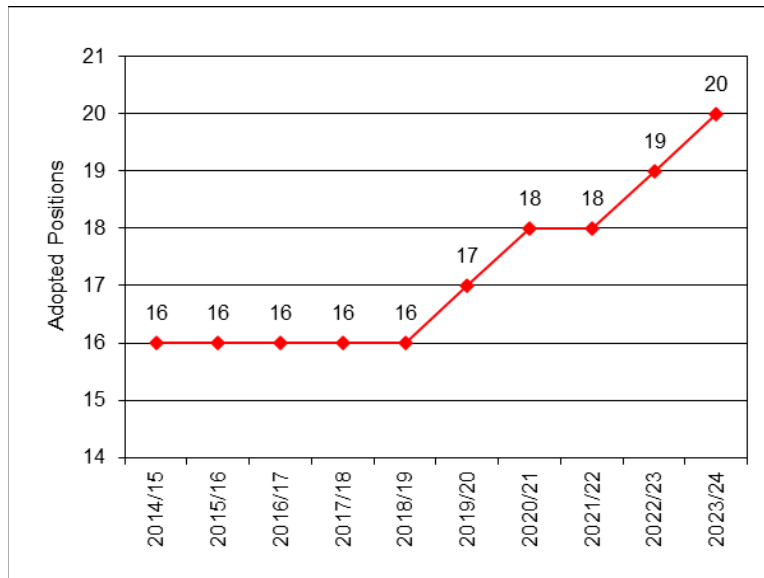
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	3,213,453	3,545,174	4,842,842	1,297,668	36.6%
OTHER FINANCING SOURCES	189,307	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,402,760</b>	<b>3,545,174</b>	<b>4,842,842</b>	<b>1,297,668</b>	<b>36.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	4,579,381	4,436,641	5,075,085	638,444	14.4%
SERVICES AND SUPPLIES	619,414	734,228	724,942	(9,286)	(1.3%)
OTHER CHARGES	126,282	124,689	124,796	107	0.1%
OTHER FINANCING USES	38,496	45,988	49,658	3,670	8.0%
INTRA-FUND TRANSFERS	(16,220)	3,178	2,994	(184)	(5.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>5,347,353</b>	<b>5,344,724</b>	<b>5,977,475</b>	<b>632,751</b>	<b>11.8%</b>
<b>NET COUNTY COST</b>	<b>1,944,594</b>	<b>1,799,550</b>	<b>1,134,633</b>	<b>(664,917)</b>	<b>(36.9%)</b>

**SUMMARY OF POSITION CHANGES**

The FY2023/24 Recommended Budget includes the following proposed position change:

- Add 1.0 FTE Economic Development Officer (TBD). This position will support countywide economic development initiatives.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Effecting a good transfer of knowledge within and between departments given the number of retirements that have occurred in FY2022/23 and a number anticipated in FY2023/24 to ensure continuity in government and the County’s ability to continue to respond, advance, and complete Board priorities and provide the wide range of services and addressing needs throughout the County.

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

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

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

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

Continue work with the CAP Solano JPA Board of Directors to develop a short- and long-term staffing plan in support of the JPA with shared costs among all participating agencies.

Ensure that ARPA funds are utilized in a timely and appropriate manner consistent with the parameters set by the Board of Supervisors.



**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1750 PROMOTION	0	0	0	0	0.0%
1903 GENERAL EXPENDITURES	5,958,581	1,803,000	6,975,000	5,172,000	286.9%
1905 COUNTYWIDE COST ALLOCATION PLA	(3,677,106)	(3,734,657)	(5,471,394)	(1,736,737)	46.5%
1906 GENERAL FUND OTHER-DEBT SERV	0	0	0	0	0.0%
2400 GRAND JURY	0	0	0	0	0.0%
6730 OTHER PUBLIC DEFENSE	3,024,178	3,808,543	4,145,325	336,782	8.8%
6800 C M F CASES	474,405	450,000	586,000	136,000	30.2%
6901 2011 REALIGNMENT-ADMINISTRATIO	159,148	150,000	192,042	42,042	28.0%
2960 ARPA - COUNTY SLFRF	104,131	12,665,416	57,035,916	44,370,500	350.3%
5500 OFFICE OF FAMILY VIOLENCE PREV	233,264	250,834	751,707	500,873	199.7%
<b>APPROPRIATIONS</b>					
1750 PROMOTION	70,215	267,909	279,764	11,855	4.4%
1903 GENERAL EXPENDITURES	207,122,012	216,105,454	243,465,067	27,359,613	12.7%
1905 COUNTYWIDE COST ALLOCATION PLA	(3,677,106)	(3,734,657)	(5,471,394)	(1,736,737)	46.5%
1906 GENERAL FUND OTHER-DEBT SERV	1,926,376	4,104,807	3,973,531	(131,276)	(3.2%)
2400 GRAND JURY	121,953	168,672	200,593	31,921	18.9%
6730 OTHER PUBLIC DEFENSE	3,024,178	3,808,543	4,145,325	336,782	8.8%
6800 C M F CASES	405,115	411,741	585,553	173,812	42.2%
6901 2011 REALIGNMENT-ADMINISTRATIO	159,148	167,746	192,042	24,296	14.5%
2960 ARPA - COUNTY SLFRF	104,131	12,349,455	57,035,916	44,686,461	361.8%
5500 OFFICE OF FAMILY VIOLENCE PREV	978,837	1,045,082	2,068,651	1,023,569	97.9%
<b>NET CHANGE</b>					
1750 PROMOTION	70,215	267,909	279,764	11,855	4.4%
1903 GENERAL EXPENDITURES	201,163,431	214,302,454	236,490,067	22,187,613	10.4%
1905 COUNTYWIDE COST ALLOCATION PLA	0	0	0	0	0.0%
1906 GENERAL FUND OTHER-DEBT SERV	1,926,376	4,104,807	3,973,531	(131,276)	(3.2%)
2400 GRAND JURY	121,953	168,672	200,593	31,921	18.9%
6730 OTHER PUBLIC DEFENSE	0	0	0	0	0.0%
6800 C M F CASES	(69,290)	(38,259)	(447)	37,812	(98.8%)
6901 2011 REALIGNMENT-ADMINISTRATIO	0	17,746	0	(17,746)	(100.0%)
2960 ARPA - COUNTY SLFRF	0	(315,961)	0	315,961	(100.0%)
5500 OFFICE OF FAMILY VIOLENCE PREV	745,573	794,248	1,316,944	522,696	65.8%

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

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**FUNCTION AND RESPONSIBILITIES**

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- The California State Fair canceled the annual Counties Exhibit in 2020 and 2021 due to COVID-19. By the time Solano County learned about an opportunity to participate in a 2022 and 2023 State Fair Counties Exhibit, it was too late to initiate a project to represent the County. The County has allocated funds to participate in a 2024 Counties Exhibit if the California State Fair announces the competition early in the calendar year.

Accomplishments:

- Published the *2022 Index of Economic and Community Progress* in May 2023 that addressed the changing Solano County economy, focusing on jobs, housing, employment, and population trends. The *Index* was prepared by Economic Forensics and Analytics as a project of the County Administrator’s Office in partnership with the Solano Economic Development Corporation (EDC).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$11,855 or 4.4% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in appropriations is due to an increase in the County’s contributions to the annual Solano EDC membership. The increase in the County’s annual membership fee will partially fund a dedicated business assistance professional tasked with coordinating business opportunities with a countywide focus on recruitment, retention, and support of local businesses. The County and the cities are each contributing to this new position.

Primary Funding Sources

The funding source for the department is County General Fund.

Primary Costs

The FY2023/24 Recommended Budget includes the following significant projects:

- \$150,000 for consulting fees related to the branding update of the Solano County website, SolanoCounty.com.
- \$59,375 for the continued annual membership with Solano EDC and the County’s portion of funding a dedicated business assistance professional with a focus on recruitment, retention, and support of local businesses.
- \$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 2024 California State Fair.
- \$20,000 for economic development studies to produce the *2023 Index of Economic and Community Progress*.
- \$5,000 for the cost of promotional campaigns and projects that market the County throughout the region.

Fixed Assets

None.

**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	67,500	267,800	279,375	11,575	4.3%
OTHER CHARGES	2,715	109	389	280	256.9%
<b>TOTAL APPROPRIATIONS</b>	<b>70,215</b>	<b>267,909</b>	<b>279,764</b>	<b>11,855</b>	<b>4.4%</b>
<b>NET COUNTY COST</b>	<b>70,215</b>	<b>267,909</b>	<b>279,764</b>	<b>11,855</b>	<b>4.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County will continue to work with Solano EDC and other partners to attract and retain industries that drive our economy and increase competitive efforts to support business expansion and job growth and attract, create, and grow employment opportunities locally.

**FUNCTION AND RESPONSIBILITIES**

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

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	1,122,557	986,000	1,125,000	139,000	14.1%
CHARGES FOR SERVICES	836,024	817,000	850,000	33,000	4.0%
OTHER FINANCING SOURCES	4,000,000	0	5,000,000	5,000,000	100.0%
<b>TOTAL REVENUES</b>	<b>5,958,581</b>	<b>1,803,000</b>	<b>6,975,000</b>	<b>5,172,000</b>	<b>286.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	8,506,553	1,500,000	1,500,000	0	0.0%
SERVICES AND SUPPLIES	1,162,871	2,022,668	1,925,780	(96,888)	(4.8%)
OTHER CHARGES	9,441,281	9,599,314	9,599,314	0	0.0%
OTHER FINANCING USES	188,010,487	202,983,472	230,439,973	27,456,501	13.5%
INTRA-FUND TRANSFERS	820	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>207,122,012</b>	<b>216,105,454</b>	<b>243,465,067</b>	<b>27,359,613</b>	<b>12.7%</b>
<b>NET COUNTY COST</b>	<b>201,163,432</b>	<b>214,302,454</b>	<b>236,490,067</b>	<b>22,187,613</b>	<b>10.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget represents an increase of \$5,172,000 or 286.9% in revenues and an increase of \$27,359,613 or 12.7% in appropriations when compared to the FY2022/23 Adopted Budget. The Net County Cost increased by \$22,187,613 or 10.4%.

The revenue increase of \$5,172,000 is mainly due to a one-time transfer in from American Rescue Plan Act Fund (BU 2960) of \$5,000,000 to primarily fund a structural deficit in Health and Social Services - Family Health Services Division. This transfer represents a portion of the \$10 million designated by the Board to be used under the ARPA-SLFRF Revenue Replacement category to backfill revenue losses in H&SS.

The appropriations increase of \$27,359,613 is primarily the net result of an increase in Other Financing Uses partially offset by a small decrease in Services and Supplies. The appropriations include the following:

Accrued Leave Payoff allocation of \$1,500,000, which is in line with the FY2022/23 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:

- \$600,000 for contracted and other professional services for management reviews, organizational studies and other services that may be required to identify or implement opportunities for efficiencies in departments, and for a master infrastructure study.
- \$500,000 for the redesign of the County's website [www.solanocounty.com](http://www.solanocounty.com), which represents the rebudgeted amount from FY2022/23.
- \$335,780 for the County's share of LAFCo's costs for the FY2023/24 Budget.

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- \$200,000 for maintaining software licensing and support of existing systems to promote efficiency in the budget process and for the rebudget from FY2022/23 for the purchase and implementation of new budget software tools.
  - \$150,000 for the County’s Equity and Diversity initiatives, which represents the amount rebudgeted from FY2022/23.
  - \$140,000 for the cost of the Solano County Volunteer Coordinator contract through June 30, 2024.

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 MOE to the Trial Court.
- \$1,054,115 for the County Facility Payment MOE to the Trial Court.
- \$370,773 for General Fund Contribution to Non-County Agencies, which includes the following:
  - \$130,325 contribution to Court Appointed Special Advocates (CASA) of Solano County to provide for ongoing operational support necessary to address caseload.
  - \$140,448 contribution to the Solano County Superior Court for a Legal Process Clerk II (\$88,801), and a 1/3 FTE Case Manager for the Veterans Court (\$20,541) and partial funding for the Collaborative Courts Manager (\$31,106).
  - \$100,000 contribution to CAP Solano JPA to support activities of the Homeless Task Force, which represents the rebudgeted amount from FY2022/23.
  - Additional General Fund Contributions to Non-County Agencies including the transfer to the Community Investment Fund (Fund 151 – BU 1570) are reflected in the respective department budgets responsible for administering the contributions and related services.

Other Financing Uses of \$230,439,973 represents General Fund Contributions to other Non-General Fund County departments including \$5,000,000 in ARPA-SLFRF funding to Health and Social Services, which reflect an increase of \$27,456,501 when compared to the FY2022/23 Adopted Budget as noted below:

Public Safety Fund

The General Fund Contribution to the Public Safety departments, Fund 900, is \$164,401,779, an increase of \$14,927,874 or 10.0% when compared to the FY2022/23 Adopted Budget and is the net result of the following:

- Sheriff’s Office: \$85,268,773 General Fund Contribution which represents a \$7,090,654 or 9.1% increase primarily the result of increases in labor costs resulting from negotiated and approved labor contracts, liability insurance, inmate medical and food costs, and central data processing costs.
- Probation: \$27,164,461 General Fund Contribution which represents a \$1,913,648 or 7.6% increase primarily the result of increases in labor costs resulting from negotiated and approved labor contracts; mental health, medical, dental, and substance abuse treatment services at the Juvenile Detention Facility and other services; and central data processing costs.
- District Attorney: \$23,049,298 General Fund Contribution which represents a \$3,081,033 or 15.4% increase primarily due to increases in labor costs resulting from negotiated and approved labor contracts, software maintenance, central data processing, and Countywide Administrative Overhead costs.
- Public Defender: \$18,436,355 General Fund Contribution which represents a \$1,972,054 or 12.0% increase primarily due to increases in labor costs resulting from negotiated and approved labor contracts and Countywide Administrative Overhead costs.
- Alternate Public Defender: \$6,337,567 General Fund Contribution which represents a \$533,703 or 9.2% increase. The increased need for General Fund support is primarily the result of increased labor costs due to negotiated and approved labor contracts.
- Other Public Defense: \$4,145,325 in General Fund Contribution which represents an increase of \$336,782 or 8.8% due to increases in legal services and other professional services costs associated with increased attorney rates approved by the Board.

**Bill Emlen, County Administrator  
Other General**

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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 FY2023/24, 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 (Fund 902), which includes the utilization of \$5 million in one-time ARPA-SLFRF revenue replacement/recovery funding is \$38,477,788, an increase of \$11,504,959 or 42.7% when compared to the FY2022/23 Adopted Budget and is the result of the following:

- \$20,764,637 to fund Social Services and various Public Assistance programs, which represents an increase of \$5,271,160 primarily due to negotiated and approved labor contracts and increases in Medi-Cal administration and public assistance programs, including CalWORKs, Adoptions, and General Assistance.
- \$13,227,123 to fund Behavioral Health and Health Services programs and Health & Social Services Administration, which represents an increase of \$3,085,208 primarily due to increase costs related to the impact of negotiated and approved labor contracts in the various programs.
- \$4,486,028 to fund Family Health Services, which represents an increase of \$3,148,591 primarily due to insufficient revenues and increase costs related to the impact of negotiated and approved labor contracts resulting in a structural deficit in the Family Health Clinics. One-time ARPA-SLFRF revenue replacement/recovery funding is being directed to address the structural deficit in Family Health Services in FY2023/24. This one-time funding will allow for the Family Health Clinics to continue operations while staff work to address the structural deficit.

**IHSS Public Authority Fund**

The General Fund Contribution to IHSS Public Authority, Fund 152, is \$9,066,621, a decrease of \$400,247 or 4.2% when compared to the FY2022/23 Adopted Budget due to a decrease in the share of the IHSS MOE offset by increases in Countywide Administrative Overhead, advisory committee expenditures, and IHSS Public Authority administration costs.

**Transfers-Out to Other County Departments/Funds**

- \$15,374,950 to Accumulated Capital Outlay (Fund 006 - BU 1700) to fund capital projects and deferred maintenance for various projects. Funded projects represent available resources to fund new projects and previously authorized projects to support the County's Capital Improvement Plan (CIP) (See the Accumulated Capital Outlay [BU 1700] for more detail). Funding source for transfer is the General Fund - Fund Balance.
- \$361,650 to the Library (Fund 004 - BU 6300) for the Library Services Director's salary and employee benefits in accordance with Education Code §19147.
- \$625,000 to Parks & Recreation (Fund 016 - BU 7000) which reflect the County's share of cost for operation of the Parks supported by the General Fund.
- \$1,648,298 to First 5 Solano (Fund 151 - BU 1570) for contract services and direct services through the County's Community Investment Fund.
- \$358,912 to Area Agency on Aging (Fund 216 – BU 2160) for Solano County's share in the administration of costs.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budgets 1905 – Fund 001-Countywide Cost Allocation Plan**  
**Bill Emlen, County Administrator**  
**Other General**

**FUNCTION AND RESPONSIBILITIES**

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase in offset of \$1,736,737 or 46.5% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. The net offset for FY2023/24 is \$5,471,394. The offset can vary from year to year depending on the level and cost of the services provided between General Fund departments when calculated and accounted for by the Auditor-Controller in the preparation of the annual mandated Countywide Administrative Overhead Plan (Plan) calculation. For FY2023/24, increases were primarily due to increased Salaries and Employee Benefit costs due to filled vacant positions, approved cost of living adjustments, and increased insurance, maintenance, and utility costs in the General Fund departments. Additionally, the COVID-19 pandemic impacted allocated costs and revenues in FY2022/23 as less costs were incurred resulting in larger year-over-year increases in the Plan.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHARGES FOR SERVICES	(3,677,106)	(3,734,657)	(5,471,394)	(1,736,737)	46.5%
<b>TOTAL REVENUES</b>	<b>(3,677,106)</b>	<b>(3,734,657)</b>	<b>(5,471,394)</b>	<b>(1,736,737)</b>	<b>46.5%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	(3,677,106)	(3,734,657)	(5,471,394)	(1,736,737)	46.5%
<b>TOTAL APPROPRIATIONS</b>	<b>(3,677,106)</b>	<b>(3,734,657)</b>	<b>(5,471,394)</b>	<b>(1,736,737)</b>	<b>46.5%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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

**FUNCTION AND RESPONSIBILITIES**

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

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

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

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$131,276 or 3.2% in appropriations when compared to the FY2022/23 Adopted Budget. This represents the General Fund share of the principal and interest payments on the 2021 COPs (\$2,056,863), 2017 COPs (\$1,871,698), and the 2013 COPs (\$44,970).

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

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	1,926,376	4,104,807	3,973,531	(131,276)	(3.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,926,376</b>	<b>4,104,807</b>	<b>3,973,531</b>	<b>(131,276)</b>	<b>(3.2%)</b>
<b>NET COUNTY COST</b>	<b>1,926,376</b>	<b>4,104,807</b>	<b>3,973,531</b>	<b>(131,276)</b>	<b>(3.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Last year the Courthouse Temporary Construction Fund (BU 4140) (CTCF) did not have sufficient funding to meet obligations on the 2017 COPs, requiring an increased contribution from the General Fund. In FY2023/24, projected court fines, vehicle violations and contingencies in the Courthouse Temporary Construction Fund (BU 4140) are sufficient to meet the debt service obligations in FY2023/24 and the General Fund contributions have been reduced accordingly.

The 2021 COPs were issued on October 21, 2021. The Recommended Budget includes the second payment of \$2,056,863 which is due in FY2023/24.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

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

**FUNCTION AND RESPONSIBILITIES**

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The Solano County Grand Jury anticipates issuing between 10 and 12 reports which will be released later in June 2023.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$31,921 or an 18.9% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in appropriations is primarily due to an increase in fixed assets of \$29,650 for audio improvements and equipment for the Civil Grand Jury meeting space. The Budget is funded within the County General Fund and has no revenue.

Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed asset:

- \$29,650 for audio improvements and equipment for the Civil Grand Jury meeting space.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	105,101	117,353	121,180	3,827	3.3%
OTHER CHARGES	16,580	50,569	48,763	(1,806)	(3.6%)
F/A EQUIPMENT	0	0	29,650	29,650	100.0%
INTRA-FUND TRANSFERS	272	750	1,000	250	33.3%
<b>TOTAL APPROPRIATIONS</b>	<b>121,953</b>	<b>168,672</b>	<b>200,593</b>	<b>31,921</b>	<b>18.9%</b>
<b>NET COUNTY COST</b>	<b>121,953</b>	<b>168,672</b>	<b>200,593</b>	<b>31,921</b>	<b>18.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

Bill Emlen, County Administrator  
Judicial

**DEPARTMENTAL PURPOSE**

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

**FUNCTION AND RESPONSIBILITIES**

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

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$336,782 or 8.8% in both revenues and appropriations when compared to FY2022/23 Adopted Budget. The primary funding source for the budget is the County General Fund. The increase in Net County Cost is primarily due to an increase of \$394,686 or 11.7% in Services and Supplies for legal services and other professional services costs associated with increased attorney rates.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
GENERAL FUND CONTRIBUTION	3,024,178	3,808,543	4,145,325	336,782	8.8%
<b>TOTAL REVENUES</b>	<b>3,024,178</b>	<b>3,808,543</b>	<b>4,145,325</b>	<b>336,782</b>	<b>8.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	61,095	404,969	329,539	(75,430)	(18.6%)
SERVICES AND SUPPLIES	2,909,951	3,386,903	3,781,589	394,686	11.7%
OTHER CHARGES	53,133	16,671	32,362	15,691	94.1%
OTHER FINANCING USES	0	0	1,835	1,835	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>3,024,178</b>	<b>3,808,543</b>	<b>4,145,325</b>	<b>336,782</b>	<b>8.8%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

PC §987.2 authorizes the court to establish a rate of reimbursement to private appointed counsel but requires the court to consult with the Board of Supervisors and to ensure the sums are within the amount of funds allocated in the budget. An analysis of rates was conducted, including a comparison of rates in neighboring counties as well as actual hourly rates for County attorneys. Based on this analysis there was a proposed rate increase for both attorneys and private investigators beginning May 1, 2023.

**SUMMARY OF POSITION CHANGES**

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

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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

**DEPARTMENTAL PURPOSE**

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

**FUNCTION AND RESPONSIBILITIES**

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

The Superior Court, serving as lead agency in this matter, has entered into agreements with private attorneys to provide defense services to inmates at the County's cost. The agreements also include the provision of investigative, psychological and transcription services in connection with the assigned case when required. Pursuant to California PC §4750, these costs are, in turn, eligible for almost full reimbursement by the State. Countywide Administrative Overhead costs, 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 \$136,000 or 30.2% in revenues and an increase of \$173,812 or 42.2% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

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

Primary Costs

The increase in appropriations is primarily due to an increase in Legal Services related to an increase in appointed attorney rates and Countywide Administrative Overhead costs.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP INTERGOVERNMENTAL REV STATE	17 <u>474,387</u>	0 <u>450,000</u>	0 <u>586,000</u>	0 <u>136,000</u>	0.0% 30.2%
<b>TOTAL REVENUES</b>	<b>474,405</b>	<b>450,000</b>	<b>586,000</b>	<b>136,000</b>	<b>30.2%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	399,416	399,500	569,500	170,000	42.6%
OTHER CHARGES	<u>5,699</u>	<u>12,241</u>	<u>16,053</u>	<u>3,812</u>	31.1%
<b>TOTAL APPROPRIATIONS</b>	<b>405,115</b>	<b>411,741</b>	<b>585,553</b>	<b>173,812</b>	<b>42.2%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(69,289)</b>	<b>(38,259)</b>	<b>(447)</b>	<b>37,812</b>	<b>(98.8%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

While reimbursement rates to attorneys in prison matters are not necessarily tied to rates approved for other appointed attorneys, attorney rates for appointed counsel are interrelated and do impact county and local court budgets. PC §987.2 authorizes the court to establish a rate of reimbursement to private appointed counsel but requires the court to consult with the Board of Supervisors and to ensure the sums are within the amount of funds allocated in the budget. An analysis of rates was conducted,

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

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including a comparison of rates in neighboring counties as well as actual hourly rates for county attorneys. Based upon the proposed rate increase, the Court established a reimbursement rate for prison cases of \$112.00/hour for attorneys and \$65/hour for private investigators beginning May 1, 2023.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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

**FUNCTION AND RESPONSIBILITIES**

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

The legislation provided funding to counties and required the development of a local plan for the implementation of Realignment. The Implementation Plan was to be developed by a body created under AB 109 and modified by AB 117 known as the Community Corrections Partnerships (CCP) Executive Committee. On November 1, 2011, the Board of Supervisors approved the County of Solano 2011 Public Safety Realignment Act Implementation Plan. This plan is periodically required to be updated. The most recent update occurred in 2021.

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

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$42,042 or 28.0% in revenues and an increase of \$24,296 or 14.5% in appropriations when compared to the FY2022/23 Adopted Budget. The Recommended Budget includes \$125,077 which will be provided to the Superior Court of California County of Solano for partial funding of the Court’s Collaborative Court Manager and \$16,965 for partial funding of the Veterans Court Case Manager. The Budget also includes \$50,000 allocated for the continued implementation of the approved Local Realignment Implementation Plan funded by the allocation of one-time funds from the State.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	159,148	150,000	192,042	42,042	28.0%
<b>TOTAL REVENUES</b>	<b>159,148</b>	<b>150,000</b>	<b>192,042</b>	<b>42,042</b>	<b>28.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	50,000	58,598	50,000	(8,598)	(14.7%)
OTHER CHARGES	109,148	109,148	142,042	32,894	30.1%
<b>TOTAL APPROPRIATIONS</b>	<b>159,148</b>	<b>167,746</b>	<b>192,042</b>	<b>24,296</b>	<b>14.5%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>17,746</b>	<b>0</b>	<b>(17,746)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

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

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**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The State allocation of AB 109 funding is dependent on the statewide sales tax and Vehicle License Fees (VLF) collections.

AB 109 Growth funding is a component of the statewide allocation and is based on the County's success in achieving performance measures established by the State AB 109 Growth Funding in FY2023/24 is projected based on initial Statewide estimates and is subject to change.

**FUNCTION AND RESPONSIBILITIES**

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

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

Eligible costs must be obligated during the period from March 3, 2021 through December 31, 2024 and fully expended by December 31, 2026.

The process for determining the allocation and use of the County’s direct ARPA SLFRF funding has been at the discretion the County Board of Supervisors. The Board has directed a comprehensive process to review and identify County needs within the eligible spending categories which included:

- Analysis of the U.S. Treasury’s requirements.
- Review of existing needs assessments and reports.
- Public outreach and community engagement including a community survey and two public hearings.
- Receiving presentations from subject matter workgroups on a wide variety of sectors, including children and education, affordable housing, homelessness, workforce development, small business assistance, infrastructure, food security, public health, behavioral health, and nonprofits.

The Board’s process to determine the initial allocation of ARPA funding was completed in March 2023 and the Board allocated funds toward a total of 58 projects to support recovery and invest in the County’s infrastructure for future growth.

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$44,370,500 or 350.3% in revenues and an increase of \$44,686,461 or 361.8% in appropriations when compared to the FY2022/23 Adopted Budget. The Recommended Budget includes the anticipated roll over funds for approved projects which reflect the recovery effort in addressing the negative economic impacts of the pandemic and services to disproportionately impacted communities in the following U.S. Treasury Categories:

- \$5,423,728 in Public Health, which includes both public health and behavioral health.
- \$19,996,334 in Negative Economic Impacts, which includes workforce development, small business support, emergency food, housing, children, and education.
- \$10,022,500 in Infrastructure, which includes water and broadband.
- \$20,833,658 in Revenue Replacement, which includes a revolving loan fund, nonprofit support, parks and tourism, homelessness, and support for farm businesses.
- \$759,696 in Administration to support staffing administration of ARPA and a database for the collection of data for reporting.



Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	104,131	12,665,416	57,035,916	44,370,500	350.3%
<b>TOTAL REVENUES</b>	<b>104,131</b>	<b>12,665,416</b>	<b>57,035,916</b>	<b>44,370,500</b>	<b>350.3%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	85,300	12,349,455	32,144,658	19,795,203	160.3%
OTHER CHARGES	18,831	0	17,187,530	17,187,530	100.0%
OTHER FINANCING USES	0	0	7,703,728	7,703,728	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>104,131</b>	<b>12,349,455</b>	<b>57,035,916</b>	<b>44,686,461</b>	<b>361.8%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>(315,961)</b>	<b>0</b>	<b>315,961</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Other Financing Uses of \$7,703,728 includes a one-time transfer out to General Expenditures (BU 1903) of \$5,000,000 to primarily fund a structural deficit in Health and Social Services - Family Health Services Division.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

While the initial process for allocation of the one-time ARPA SLFRF funding was completed in March 2023, as projects are implemented, the Board may need to make adjustments to specific project allocations to ensure all funds are fully obligated by the deadline of December 31, 2024. In addition, the Board directed some projects to return with guidelines outlined for full Board approval prior to implementation.

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

Bill Emlen, County Administrator

Other Protection

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### FUNCTION AND RESPONSIBILITIES

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

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

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

The principal budgetary activities are:

#### 5501 OFVP Administration

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

#### 5503 OFVP Grants

OFVP maintains, operates, and manages several grants and other outside funding, including:

- CalOES Family Justice Center (FJ) Grant: Grant objective is to support fully operational multiagency, multidisciplinary FJCs. Program components include: (1) Victims Services--subrecipients shall provide services to victims of domestic violence, sexual assault, elder or dependent adult abuse, and human trafficking; (2) Direct Service Personnel; (3) Assistance with California Victim Compensation Board Claims; (4) Operational Agreements; and (5) Staff Planning and Training.
- CalOES County Victim Service (XC) Grant: Grant objectives included collaboration with Fairfield-Suisun Unified School District for the development and implementation of school-based curriculums with the goal of violence prevention and promotion of healthy relationships. This grant provides funding for two social workers.
- Kaiser Grant: The East Bay Community Foundation provides this grant for Healing Victims of Crime, Long-Term Stress, Intergenerational Trauma, and Racism.
- DV-CES Grant: Community Action Partnership (CAP) Solano Domestic Violence Coordinated Entry Systems (DV-CES) Grant Program was renewed and awarded to the OFVP. This grant provides support for staff to coordinate services for victims and survivors of domestic violence fleeing abuse and are at risk of becoming homeless or are currently homeless. Services include client needs assessments, case management services, and referrals to housing services for the homeless. This grant provides partial funding for one social worker.

#### 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,

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

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grounds, and custodial services at the SFJC are included in this unit. The newly contracted lead agency costs are also included in this unit.

Domestic Violence Oversight — Vital Records Fees (DVO-VRF's)

Solano County's Vital Records Fees (Health and Safety Code §103628 and Welfare and Institutions Code §18309.5) authorized pursuant to State legislation first enacted in 2005 AB 2010 allowed for collection of an extra \$2 on certain vital records requests in order to fund governmental coordination and oversight of domestic violence related services. Subsequent legislation SB 154 (Wolk) enacted in 2011 eliminated the sunset date for this legislation, ensuring Solano County a continued revenue source dedicated to oversight of domestic violence related services. DVO-VRF funding was instrumental in the planning, development, and launch of the SFJC and continues to support its operational costs.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Accomplishments:

- Solano Family Justice Center in Collaboration with Contra Costa Family Justice Alliance: The County entered into a contract with Contra Costa Family Justice Alliance (CCFJA) effective January 1, 2023 to act as the lead agency. CCFJA has partnered with OFVP and has begun partnering with community agencies to form the “new and reimagined” Solano FJC. Services include assistance with filing Protection Orders, comprehensive needs assessments, referrals for public benefits (cash aid, Medi-Cal, food stamps), court accompaniment, Safe at Home applications, completion of California Victim Compensation Board (Cal VCB) applications, and referrals for many other services located at the SFJC. Since the collaboration began on January 1, 2023 many partners have begun reaching out and joining the center onsite and offsite to continue the delivery of coordinated services in Solano County.
- Solano Family Justice Center Continues Collaboration with Fighting Back Partnership: OFVP and the SFJC continue to collaborate with Fighting Back Partnership in Vallejo to provide services to victims of violence in Vallejo. OFVP maintains office space at Fighting Back Partnership to continue the collaboration of services in Vallejo with a Social Worker onsite throughout each week.
- CalOES (XC) County Victim Services Program Grant Renews Funding: In FY2022/23 grant funding was continued and used to fund two Social Workers to provide services to youth. Grant objectives included collaboration with Fairfield-Suisun Unified School District for the development and implementation of school-based curriculums with the goal of violence prevention and promotion of healthy relationships.

**WORKLOAD INDICATORS**

- In FY2022/23, OFVP Social Workers served 1,191 clients of which 795 were new clients. The majority of clients served were victims of Domestic Violence (542 clients); Victims of Stalking and harassment being the second largest population served (156 clients). Other clients served were victims of Elder Abuse, Child Abuse, Sexual Assault, and Human Trafficking.
- In FY2022/23, OFVP Social Workers and Family Justice Center on-site partner agencies provided a total of 4,659 units of service to clients receiving services at the SFJC.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$500,873 or 199.7% in revenues and an increase of \$1,023,569 or 97.9% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost increased \$522,696 or 65.8% when compared to the FY2022/23 Adopted Budget. The General Fund Contribution is \$1,316,944. This General Fund cost is anticipated to reduce over time as the new lead agency settles into their role, more grants and funding opportunities are identified, and less County Administrative Overhead costs are charged to this budget unit.

Primary Funding Sources

The primary funding source is the General Fund at \$1,316,944 or 63.7% of total revenues. Other revenues of \$751,707 includes Marriage License Fees, Battered Women Fee revenue, grant revenue, and Vital Record Fee revenue.

The Recommended Budget includes a \$500,873 or 199.7% increase in revenues primarily due to the following:

- Intergovernmental Revenues increased by \$337,127 as CalOES Grants will continue from FY2022/23 into FY2023/24.

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

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- Misc Revenue increased \$162,546 as there is a projected increase of Vital Record Fees being used in FY2022/23 to partially offset increased start-up costs of the new lead agency.

Primary Costs

The Recommended Budget includes a \$1,023,569 or 97.9% increase in appropriations due primarily to the following:

- Salaries and Employee Benefits reflect an increase of \$86,177 or 13.8% primarily attributed to negotiated and approved labor contracts, CalPERS retirement costs, changes in health benefit costs and workers' compensation rates.
- Services and Supplies reflect an increase of \$644,620 or 254.8% primarily due to an \$656,638 increase in professional services related to the lead agency - Contra Costa Family Justice Alliance contract.
- Other Charges reflect an increase of \$279,118 or 643.8% due to an increase in Countywide Administrative Overhead charges related to the significant staff time taken to implement the transition of the FJC over the past two years. It is anticipated that this cost will decrease in future fiscal years.
- Intrafund Transfers reflect an increase of \$12,601 or 10.6% related to General Services' Facilities Division costs for building maintenance, grounds, and custodial services at the SFJC.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$656,638 for lead agency services with Contra Costa Family Justice Alliance.
- \$76,439 in grant related contracts for domestic violence services with Court Appointed Special Advocate (CASA) and Victim Empowerment Support Team (VEST).
- \$40,000 for local domestic violence crisis shelter services funded with Marriage License Fee and Battered Women Fee revenue pursuant to Penal Code §1203.097(a).

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

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

<b>DETAIL BY REVENUE</b>		<b>2022/23</b>		<b>FROM</b>	
<b>CATEGORY AND</b>	<b>2021/22</b>	<b>ADOPTED</b>	<b>2023/24</b>	<b>ADOPTED TO</b>	<b>PERCENT</b>
<b>APPROPRIATION CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>RECOMMENDED</b>	<b>RECOMMENDED</b>	<b>CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	8,306	45,000	45,000	0	0.0%
FINES, FORFEITURES, & PENALTY	1,315	1,800	3,000	1,200	66.7%
INTERGOVERNMENTAL REV STATE	172,498	108,765	361,174	252,409	232.1%
INTERGOVERNMENTAL REV OTHER	0	0	84,718	84,718	100.0%
MISC REVENUE	51,146	95,269	257,815	162,546	170.6%
<b>TOTAL REVENUES</b>	<b>233,264</b>	<b>250,834</b>	<b>751,707</b>	<b>500,873</b>	<b>199.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	574,745	624,172	710,349	86,177	13.8%
SERVICES AND SUPPLIES	221,755	253,031	897,651	644,620	254.8%
OTHER CHARGES	57,473	43,358	322,476	279,118	643.8%
OTHER FINANCING USES	5,326	5,872	6,925	1,053	17.9%
INTRA-FUND TRANSFERS	119,538	118,649	131,250	12,601	10.6%
<b>TOTAL APPROPRIATIONS</b>	<b>978,837</b>	<b>1,045,082</b>	<b>2,068,651</b>	<b>1,023,569</b>	<b>97.9%</b>
<b>NET COUNTY COST</b>	<b>745,573</b>	<b>794,248</b>	<b>1,316,944</b>	<b>522,696</b>	<b>65.8%</b>

<b>STAFFING</b>					
OFFICE OF FAMILY VIOLENCE MGMT	4	4	6	2	50.0%
<b>TOTAL STAFFING</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>2</b>	<b>50.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2022/23 Budget are provided below:

On December 13, 2022, as part of the approval of the CalOES County Victim Services Program (XC) Grant the Board approved the following position changes:

- Transferred 2.0 FTE Social Worker II, Limited-Term, expiring December 31, 2023, from the District Attorney’s Budget Unit (BU 6500) to the Office of Family Violence Prevention Budget Unit (BU 5500).

On March 7, 2023, as part of the Midyear Financial Report the Board approved the following position changes:

- Extended 1.0 FTE Social Worker III, Limited-Term, to June 30, 2024, funded with County General Fund.
- Extended 1.0 FTE Social Worker II, Limited-Term, to June 30, 2024, funded with CAP Solano DV-CES Grant.

There are no changes in position allocation in the FY2023/24 Recommended Budget.

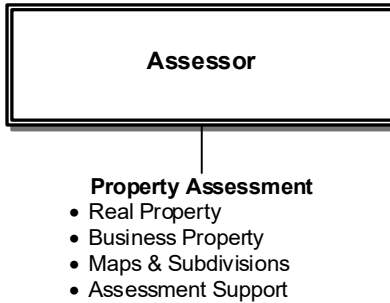
**PENDING ISSUES AND POLICY CONSIDERATIONS**

On December 14, 2021, the Board of Supervisors received the Solano Family Justice Center Snapshot Report with recommendations by the Alliance for HOPE International (Alliance). The Board concurred with the conclusions and recommendations in the Alliance report and directed the County Administrator’s Office to proceed with next steps with work focused on a transition plan, the development of an advisory committee structure, a Request for Proposal for a new lead agency, and a strategic planning process and to return to the Board with follow-up and recommendations. In March 2022 the Board approved a proposed transition plan to include the development of an advisory committee and the transfer of the Office of Family Violence Prevention, including the management and administration of personnel, fiscal duties, and day-to-day operations from the District Attorney’s Office to the County Administrator’s Office effective April 3, 2022. The County Administrator’s Office and the advisory committee returned to the Board in December 2022 with a recommendation that Contra Costa Family Justice Alliance

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

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(CCFJA) be awarded a contract to administer and lead the Solano Family Justice Center. The Board approved the contract and CCFJA began operating the SFJC January 1, 2023. The Alliance worked with the County and CCFJA on a Strategic Planning Process that was held on March 8-9, 2023. At the time of this writing, the report from the Alliance on the Strategic Planning Process, which had between 85 and 100 participants each day, has not been received. It is expected that the structure and functions of the SFJC and OFVP may change over the coming year as the County continues to work through this transition and the outcomes of the Strategic Planning process and report.



**DEPARTMENTAL PURPOSE**

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

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

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	8,788,679
FY2023/24 Recommended:	9,450,374
County General Fund Contribution:	5,249,374
Percent County General Fund Supported:	55.5%
Total Employees (FTEs):	49

**FUNCTION AND RESPONSIBILITIES**

The County Assessor annually identifies, locates, inspects, analyzes, and determines the assessed value of approximately 152,000 parcels, 6,400 business properties, 7,000 boats, 1,300 manufactured homes, and 200 aircraft located in the County. Additionally, the County Assessor reviews approximately 23,300 parcels from recorded documents, with full or partial ownership changes, analyzes legal descriptions, and verifies accurate ownership; performs annual mandatory audits; 600 Possessory Interest properties, 116 government-owned properties, and 2,313 California Land Conservation (Williamson) Act properties; responds to formal and informal appeals from property owners contesting the assessed value of their property; receives, examines and processes applications from taxpayers requesting property tax exemptions (homeowners, disabled veterans and non-profits); and maintains a complete set of assessment maps geographically identifying all real property within the County.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Accomplishments:

- On March 1, 2023, the County went “live” on the new property tax system, the County Assessment and Taxation System (CATS) Project. The department worked with the Department of Information Technology (DoIT), the Tax Collector, and the Auditor-Controller to implement the CATS project, replacing the Solano County Integrated Property System (SCIPS). The CATS Project is a more integrated and efficient property tax system.
- The department dedicated 4,900 hours to the implementation of the new CATS property tax system. Staff resources were utilized to plan and review project details. Limited-Term staff were trained and assigned data cleanup projects necessary for the information in the current SCIPS to be ready for conversion to CATS.
- The close of property tax year ending June 30, 2022, saw 3,000 properties removed from Proposition 8 status. The estimated remaining properties on Proposition 8 status, or with values temporarily reduced due to the decline in the real estate market, in FY2022/23 totals 4,000 properties. 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.

Glenn Zook, Assessor/Recorder  
Finance

- Completed 8,000 changes in ownership and new construction valuations, representing a decrease in assessment work over the prior year.
- Resolved 257 assessment appeals during the year.
- Maintained online e-filing option for Solano County businesses to submit Business Property Statements. The Standard Data Record (SDR) site that hosts e-filing is a complete online solution for filing Business Property Statements in the State of California. The ability to e-file is provided to the public on a secured, county government-controlled website. All eligible businesses were sent secured login information in order to participate

**WORKLOAD INDICATORS**

- Performed annual review of 3,710 residential parcels and approximately 258 non-residential property types for Proposition 8 valuation purposes.
- Reviewed, analyzed, and defended enrolled assessed values of 249 residential and non-residential properties under appeal by property owners.
- Reviewed 147 assessment exclusions for persons over aged 55 or disabled, and 983 assessment exclusions for parent to child or grandparent to grandchild property transfers.
- Timely responded to a high volume of customer inquiries due to real estate market activity and changes in market values.
- Reviewed and processed 5,000 business property statements, 3,000 of which were submitted through e-filing, which were used to determine unsecured assessments, assess 3,800 boats, and 200 aircraft.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
PROPERTY ASSESSMENT	4,222,032	4,121,000	4,201,000	80,000	1.9%
<b>TOTAL REVENUES</b>	<b>4,222,032</b>	<b>4,121,000</b>	<b>4,201,000</b>	<b>80,000</b>	<b>1.9%</b>
<b>APPROPRIATIONS</b>					
PROPERTY ASSESSMENT	7,738,851	8,917,258	9,450,374	533,116	6.0%
<b>TOTAL APPROPRIATIONS</b>	<b>7,738,851</b>	<b>8,917,258</b>	<b>9,450,374</b>	<b>533,116</b>	<b>6.0%</b>
<b>NET COUNTY COST</b>					
PROPERTY ASSESSMENT	3,516,819	4,796,258	5,249,374	453,116	9.4%
<b>NET COUNTY COST</b>	<b>3,516,819</b>	<b>4,796,258</b>	<b>5,249,374</b>	<b>453,116</b>	<b>9.4%</b>

<b>STAFFING</b>					
PROPERTY ASSESSMENT	49	48	49	1	2.1%
<b>TOTAL STAFFING</b>	<b>49</b>	<b>48</b>	<b>49</b>	<b>0</b>	<b>2.1%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$80,000 or 1.9% in revenues and an increase of \$533,116 or 6.0% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost increased by \$453,116 or 9.4%.



Primary Funding Source

Funding sources for the department are the General Fund, comprised of \$5,249,374 or 55.5%, and Charges for Services, comprised of \$4,201,000 or 44.5%.

The Recommended Budget includes an increase of \$80,000 or 1.9% in revenues due to an increase in Charges for Services for reimbursements made by DoIT for labor costs associated with the CATS Project; the department's share of Property Tax Administration Fee (PTAF) charged to cities and agencies (excluding schools) for the administration of property tax assessment, collection, and allocation; and the department's share in the SB 813 collection fees resulting from transfers and improvements to real property. These increases are partially offset by a reduction in mapping charges.

Primary Costs

The Recommended Budget of \$9,450,374 includes a \$533,116 or 6.0% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$6,981,379 reflect a net increase of \$433,671 or 6.6% due to negotiated and approved labor contracts. It includes the department's share to fund fifty percent (50%) of the new Chief Deputy Assessor/Recorder (TBD) position (the remaining 50% is budgeted in the Recorder's Office). Previously, administrative labor within the Assessor/Recorder's Office was budgeted in the Assessor's Office and charged to the Recorder's Office through Intra-Fund Transfers. Going forward, administrative costs will be directly charged and are budgeted in Salaries and Employee Benefits.
- Services and Supplies of \$1,829,784 reflect a decrease of \$188,498 or 9.3% and is primarily due to decreases in insurance and Software Maintenance & Support costs. Software used to aid assessment valuations are now integrated into the new property tax system.
- Intra-Fund Transfers of \$12,500 reflect an increase of \$276,162 or 104.7% resulting from a change in how administrative labor is charged within the Assessor/Recorder's Office. Administrative labor is now directly charged and is budgeted as part of Salaries and Employee Benefits. Funds previously provided by the Recorder for shared positions are no longer budgeted under Intra-Fund transfers.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$157,000 for mineral rights assessment services.
- \$150,000 for legal consulting services for property tax appeals.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

On November 3, 2020, voters in California approved Proposition 19 "The Home Protection for Seniors, Severely Disabled, Families, and Victims of Wildfires or Natural Disasters Act." This Constitutional amendment to Proposition 13 removed and changed some of the parent to child and grandparent to grandchild property tax exclusions and expanded provisions for base year value transfers of a primary residence for persons at least 55 years of age, severely disabled, victims of wildfires or natural disasters.

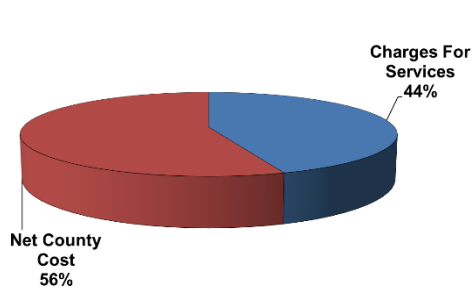
On December 13, 2023, the Board approved the "California Assessors' Association Information Technology" Joint Powers Authority (JPA) Agreement to fund a Statewide portal to file required forms by taxpayers and allow counties to collaborate on data collection and communication as a result of Proposition 19. In conjunction with all California Counties, the JPA will also create a public portal for schools, churches, affordable housing providers, non-profits, museums, etc. to electronically file their request for exemption from property taxes. This will allow a more efficient means of communicating and working with organizations and the Assessor's Office.

The department's limited-term positions were extended to June 30, 2025. The department will continue to leverage the Limited-Term staff to allow current staff and subject matter experts to continue implementation of the CATS project, which went live on

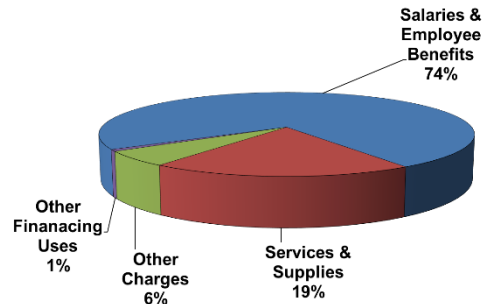
Glenn Zook, Assessor/Recorder  
Finance

March 1, 2023. Limited-Term staff will continue to help mitigate changes related to the real estate market which impacts the Assessor workload in a variety of ways. This workload is impacted by the number of properties on Proposition 8, the volume of customer inquiries to the department, new Proposition 19 legislation, the restoration of Proposition 13 base values, and property transfers throughout the County. The department also continues to utilize technologies and paperless processes to allow for additional employee telecommuting options.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	4,222,032	4,121,000	4,201,000	80,000	1.9%
<b>TOTAL REVENUES</b>	<b>4,222,032</b>	<b>4,121,000</b>	<b>4,201,000</b>	<b>80,000</b>	<b>1.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	5,793,092	6,547,708	6,981,379	433,671	6.6%
SERVICES AND SUPPLIES	1,563,585	2,018,282	1,829,784	(188,498)	(9.3%)
OTHER CHARGES	520,355	552,033	550,972	(1,061)	(0.2%)
LEASES	0	0	8,000	8,000	100.0%
OTHER FINANCING USES	54,009	62,897	67,739	4,842	7.7%
INTRA-FUND TRANSFERS	(192,191)	(263,662)	12,500	276,162	(104.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>7,738,851</b>	<b>8,917,258</b>	<b>9,450,374</b>	<b>533,116</b>	<b>6.0%</b>
<b>NET COUNTY COST</b>	<b>3,516,819</b>	<b>4,796,258</b>	<b>5,249,374</b>	<b>453,116</b>	<b>9.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2022/23 Budget are provided below:

On December 8, 2022, the Board approved the following position change:

- Added 1.0 FTE Chief Deputy Assessor/Recorder (TBD).

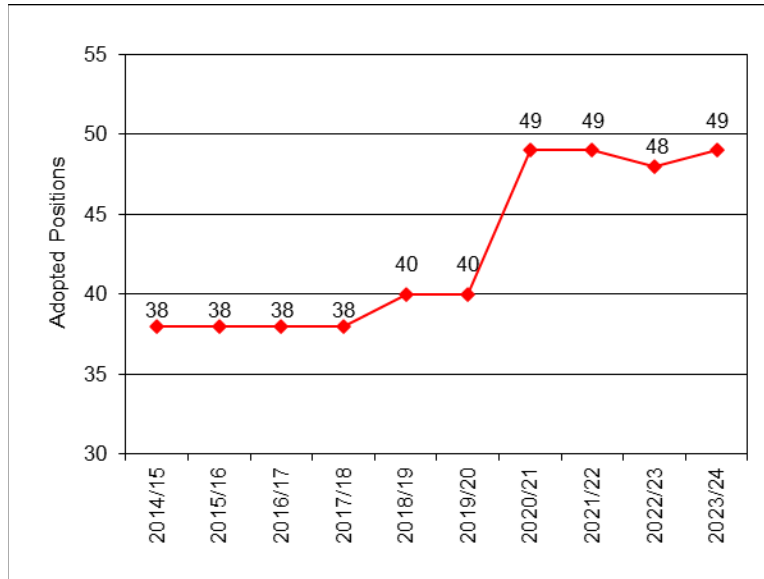
On March 7, 2023, as part of the Midyear Financial Report, the Board approved the following position changes:

- Extended 1.0 FTE Limited-Term Appraiser to expire June 30, 2025.
- Extended 1.0 FTE Limited-Term Auditor/Appraiser to expire June 30, 2025.

- Extended 2.0 FTE Limited-Term Office Assistant III to expire June 30, 2025.

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**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	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
2909 RECORDER	2,433,958	2,564,000	2,146,000	(418,000)	(16.3%)
4000 RECORDER SPECIAL REVENUE	899,810	925,300	878,500	(46,800)	(5.1%)
<b>APPROPRIATIONS</b>					
2909 RECORDER	2,062,925	2,288,334	2,572,022	283,688	12.4%
4000 RECORDER SPECIAL REVENUE	490,661	998,270	908,070	(90,200)	(9.0%)
<b>NET CHANGE</b>					
2909 RECORDER	(371,033)	(275,666)	426,022	701,688	(254.5%)
4000 RECORDER SPECIAL REVENUE	(409,149)	72,970	29,570	(43,400)	(59.5%)

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



**Recorder Services**

- Filing of Vital Records & Maps
- Recording of Legal & Business Documents
- Maintain Official & Public Records

**DEPARTMENTAL PURPOSE**

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

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	2,220,760
FY2023/24 Recommended:	2,572,022
County General Fund Contribution:	426,022
Percent County General Fund Supported:	16.6%
Total Employees (FTEs):	13

**FUNCTION AND RESPONSIBILITIES**

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

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

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

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Accomplishments:

- The Recorder's Office indirectly supports health and public safety programs by collecting revenues on their behalf. In 2022, the Recorder's Office collected \$14,800 for the State of California's Family Law Trust Fund, \$38,800 for the County's Office of Family Violence Prevention, and \$79,300 for the County's Children's Trust, which funds child neglect and abuse prevention and intervention programs. Collections also included \$302,600 for the Trial Court Fund to help State Court operating costs,

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\$483,600 for the District Attorney's Real Estate Fraud Prosecution Fund, and \$3.5 million to the State Controller for the Building Homes and Jobs Act. The Recorder's Office collected Property Transfer Tax fees on behalf of the County and its cities in the amount of \$10.4 million.

- The Recorder's Office continues to aid the District Attorney in the expansion of the Real Estate Fraud Prosecution Fund. Pursuant to Government Code §27388, State Bill 1342, the County Board of Supervisors approved the District Attorney's permanent increase of the Real Estate Fraud Fee to \$10.00 effective November 3, 2015, which applied to 58 types of documents. The Recorder's Office examines each document to determine the qualifications and distributes the fee to the District Attorney's Office. In 2022, the fee was applied to 53,500 of the over 90,000 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 2022, a total of 1,800 social security numbers were redacted from current official documents. The Recorder's Office has let the collection of the Social Security Truncation fee sunset. However, the Recorder's Office continues to dedicate staff time and effort to continue truncating all social security numbers recorded with the department.
- In September 2017, the Governor signed into law Senate Bill 2 Building Homes and Jobs Act, which requires the County Recorder to collect a fee on real estate instruments, paper, or notices on behalf of the State of California. These funds are dedicated to the development of affordable housing throughout the State. In 2022, the Recorder's Office collected the Senate Bill 2 fee on 49,200 qualifying official records.
- In 2006, the Board of Supervisors adopted Resolution 2006-220 which approved the County participation in the Electronic Recording Delivery Act of 2004 (ERDA) and authorized the Assessor/Recorder to execute a Memorandum of Understanding with the State Department of Justice (DOJ) in accordance with the ERDA and approved the Assessor/Recorder to issue payments to the DOJ for the County's allocated share of the direct cost of program oversight. On November 17, 2020, the Recorder's Office received Board of Supervisors approval to withdraw from the Joint Powers Agreement with California Electronic Recording Transaction Authority effective July 1, 2021. The department also received Board approval to participate in the Statewide Electronic Courier Universal Recording Environment (SECURE), a multi-county Electronic Recording Delivery System (ERDS) owned and operated by Los Angeles, Orange, Riverside and San Diego Counties. The system is compliant with Government Code §27392 (a) which requires recording delivery system to be operational only with system certification by the Attorney General. The change to the new system occurred on July 1, 2021. In 2022, 53,000 documents were recorded electronically, which accounts for 67% of recorded documents.

**WORKLOAD INDICATORS**

- In 2022, the department examined, recorded, indexed, and verified over 90,000 documents: 53,000 E-Recorded, 57,000 submitted by mail or in person.
- In 2022, approximately 19,400 official birth, death, and marriage certificates were issued as well as over 4,100 certified copies of official records.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$418,000 or 16.3% in revenues and an increase of \$283,688 or 12.4% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost increased by \$701,688 when compared to FY2022/23 Adopted Budget.

Primary Funding Sources

The primary funding source for the department is Charges for Services, which comprises \$2,120,000 or 98.8% of the total revenue representing vital records sales, recording fees, and administration fees.

The Recommended Budget includes a decrease of \$418,000 or 16.3% in revenues primarily due to a reduction in demand for recording documents for real estate transactions.

**Summary of Other Administered Budgets**

**2909 – Fund 001-Recorder  
Glenn Zook, Assessor/Recorder  
Other Protection**

Primary Costs

The Recommended Budget includes a \$283,688 or 12.4% net increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$472,243 or 29.3% resulting from negotiated and approved labor contracts as well as the department’s share to fund fifty percent (50%) of the new Chief Deputy Assessor/Recorder (TBD) position (the remaining 50% is budgeted in the Assessor’s Office). Previously, administrative labor within the Assessor/Recorder’s Office was budgeted in the Assessor’s Office and charged to this department through Intra-Fund Transfers. Going forward, administrative costs will be directly charged and are budgeted in Salaries and Employee Benefits.
- Services and Supplies reflect an increase of \$39,804 or 19.5% primarily due to increases in central data processing services and insurance costs.
- Other Charges reflect an increase of \$44,392 or 28.5% primarily due to an increase in Countywide Administration Overhead costs.
- Intra-Fund Transfers reflect a decrease of \$280,310 or 93.0% resulting from a change in how administrative labor is charged within the Assessor/Recorder’s Office. Administrative labor is now directly charged and budgeted as part of Salaries and Employee Benefits. Funds previously provided by the Recorder for shared positions are no longer budgeted under Intra-Fund transfers.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHARGES FOR SERVICES	2,402,556	2,530,000	2,120,000	(410,000)	(16.2%)
MISC REVENUE	31,402	34,000	26,000	(8,000)	(23.5%)
<b>TOTAL REVENUES</b>	<b>2,433,958</b>	<b>2,564,000</b>	<b>2,146,000</b>	<b>(418,000)</b>	<b>(16.3%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,493,377	1,611,901	2,084,144	472,243	29.3%
SERVICES AND SUPPLIES	204,220	204,143	243,947	39,804	19.5%
OTHER CHARGES	133,163	155,551	199,943	44,392	28.5%
LEASES	0	0	2,000	2,000	100.0%
OTHER FINANCING USES	14,106	15,249	20,808	5,559	36.5%
INTRA-FUND TRANSFERS	218,059	301,490	21,180	(280,310)	(93.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,062,925</b>	<b>2,288,334</b>	<b>2,572,022</b>	<b>283,688</b>	<b>12.4%</b>
<b>NET COUNTY COST</b>	<b>(371,033)</b>	<b>(275,666)</b>	<b>426,022</b>	<b>701,688</b>	<b>(254.5%)</b>

<b>STAFFING</b>					
RECORDER	14	14	13	(1)	-7.1%
<b>TOTAL STAFFING</b>	<b>14</b>	<b>14</b>	<b>13</b>	<b>(1)</b>	<b>-7.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

On December 6, 2022, the Board approved the following position change:

- Deleted 1.0 FTE Office Coordinator.

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**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 and Electronic Recording Program funds. Under the authority of Government Code (GC) §27361.4, §27361(c), §27361(d), §27388, and §27319 these funds allow for public reporting and provide the appropriate safeguards for taxpayer investments. Each fund's budget unit (BU) and use is described below.

- BU 4001: The Micrographics fund defrays the cost of converting the Recorder's document storage system to micrographics. These funds are used only for the process of converting images to microfilm for archival purposes. GC §27361.4.
- BU 4002: The Modernization fund is available solely to support, maintain, improve, and provide for the full operation for modernized creation, retention, and retrieval of information in the Recorder's system for recorded documents. Examples in the use of this fund is to enhance and maintain the document management system, upgrade computers used by staff and the general public, and for the purpose of training staff on the system. GC §27361(c).
- BU 4003: The SSN Truncation Program fund is used for the creation and maintenance of the Recorder's SSN Truncation Program. This program protects Solano County citizens and the public from identity theft. Funds from this program are strictly dedicated to 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. GC §27361(d). Pursuant to GC §27361(d)(2), the Recorder’s Office ceased collection of this fee effective January 1, 2018. It is anticipated that existing Fund Balance can sustain the program until the year 2038.
- BU 4005: The Electronic Recording fund was implemented in FY2018/19 by the Recorder to collect the \$1.00 fee per recorded document to support and administer an Electronic Recording Delivery System (ERDS). GC §27391 et seq. enacted the Electronic Recording Delivery Act of 2004 (Act), authorizing a county recorder, upon approval by resolution of the Board of Supervisors and system certification by the Department of Justice, to establish an electronic recording delivery system for use by title companies, lending institutions and certified submitters who wish to avail themselves of the electronic recording service.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$46,800 or 5.1% in revenues and a decrease of \$90,200 or 9.0% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the fund balance is decreased by \$29,570.

Primary Funding Sources

The primary funding source for the department is Charges for Services, comprised of \$724,000 or 82.4% of the total revenues.

The Recommended Budget includes a \$176,000 or 19.6% decrease in Charges for Services when compared to the FY2022/23 Adopted Budget due to decreased real estate activity triggered by increasing interest costs to finance / refinance the acquisition of real property. Interest Income reflects an increase of \$129,200 or 510.7% when compared to the FY2022/23 Adopted Budget due to the increase in interest rates, which benefits the County’s Investment pool.

Primary Costs

The Recommended Budget includes a \$90,200 or 9.0% decrease in appropriations primarily due to anticipated savings resulting from lower than anticipated cost for the implementation of software to identify and redact official documents that fall under the purview of Assembly Bill (AB) 1466, Real Property Discriminatory Restrictions per GC §2956. This decrease is offset by increased expenditure for Microfilm/Fiche/Photo costs.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$250,000 for contracted services for historic records restoration, preservation, and imaging.
- \$100,000 for the implementation of software to identify and redact official documents that fall under the purview of AB 1466.

Glenn Zook, Assessor/Recorder  
Other Protection

Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed asset:

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

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

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	36,565 863,245	25,300 900,000	154,500 724,000	129,200 (176,000)	510.7% (19.6%)
<b>TOTAL REVENUES</b>	<b>899,810</b>	<b>925,300</b>	<b>878,500</b>	<b>(46,800)</b>	<b>(5.1%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES F/A EQUIPMENT	490,661 0	988,270 10,000	898,070 10,000	(90,200) 0	(9.1%) 0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>490,661</b>	<b>998,270</b>	<b>908,070</b>	<b>(90,200)</b>	<b>(9.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(409,149)</b>	<b>72,970</b>	<b>29,570</b>	<b>(43,400)</b>	<b>(59.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

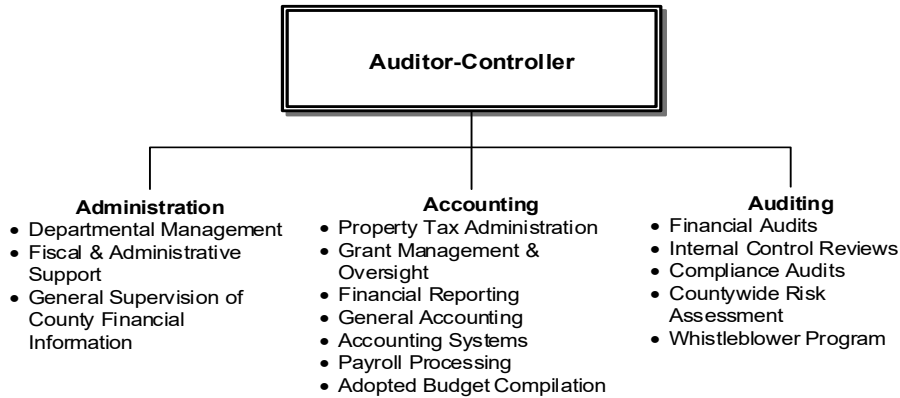
None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

There are no pending issues 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 (GC) §26880 and GC §26900. The Auditor-Controller is the principal financial and accounting officer of the County.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	6,602,959
FY2023/21 Recommended:	7,222,748
County General Fund Contribution:	563,222
Percent County General Fund Supported:	7.8%
Total Employees (FTEs):	38

**FUNCTION AND RESPONSIBILITIES**

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- On March 1, 2023, the County went “live” on the new property tax system; County Assessment and Taxation System (CATS) Project. The department worked with Department of Information Technology (DoIT), Assessor/Recorder, and the Treasurer/Tax Collector/County Clerk to implement the CATS Project, replacing the Solano County Integrated Property System (SCIPS). The CATS, formally known as the Aumentum System, owned by Harris Computer Corporation, is a more integrated and efficient property tax system. On April 4, 2017, the Board of Supervisors approved the replacement of SCIPS, a multiyear project, at an estimated cost of \$10 million.
- Worked with DoIT and software vendor to implement a major system upgrade to the County’s accounting system, Finance Enterprise (formerly called OneSolution). The department updated training materials and provided training to all users of the system, created video trainings, and positioned the County to take advantage of additional features of the system.
- Worked with the Department of Human Resources to implement changes to nineteen Memorandum of Understanding (MOU) including changes to the Personnel and Salary Resolution which were approved in FY2022/23. Some changes required system modifications and additional testing to ensure the changes were correctly implemented and affected employees were accurately paid.
- Continued to administer the State’s 2022 Supplemental Paid Sick Leave (SPSL) Program which was approved in February

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2022 retroactively to January 1, 2022 and implemented through December 31, 2022. SPSL provided employees with paid sick leave for leave relating to the COVID-19 pandemic.

- Worked with the County Administrator’s Office to establish the proper accounting structure for the \$86.9 million American Rescue Plan Act (ARPA) funds. Continue to work with County departments on the accounting and reporting of ARPA funds.
- Worked closely with the County Administrator’s Office to implement a new automated reporting system for the ARPA to facilitate the quarterly reporting to the federal government.
- Continue to work with Sheriff’s Office of Emergency Services, Resource Management, CalOES, and FEMA to claim and report County expenditures related to the LNU Lightning Complex fires, the COVID-19 pandemic, and 2023 flooding and related impacts.
- Continue to work with the County departments to implement decentralized accounts payable invoice processing.
- Developed a countywide policy for overseeing federal funds passed to subrecipients and provided training to the subrecipients about administrative requirements and common audit findings.
- Recipient of the Government Finance Officers Association (GFOA) award for excellence in Popular Financial Reporting for the County’s second Popular Annual Financial Report (PAFR) for the fiscal year ended June 30, 2021. The PAFR is an easy-to-read report of the County’s financial position intended for the Citizens of the County.
- Recipient of two awards for excellence in financial reporting for the County’s Annual Comprehensive Financial Report (ACFR) from the GFOA and the State Controller’s Office. Continue to receive an unmodified (clean) audit opinion on the County’s ACFR.

**WORKLOAD INDICATORS**

During FY2022/23, the department:

- Processed over 66,000 vendor claims/invoices, deposit permits, journal entries, contract encumbrances, encumbrance adjustments, appropriation transfers, and wire/electronic fund transfers into the financial system. The County is transitioning from paper forms to electronic processing. (Note: FY2022/23 Adopted Budget incorrectly reported the transactions at 97,000 – the correct number of transactions was 63,000).
- Processed over 66,000 forms received electronically or in paper for countywide department access via Documentum or Finance Enterprise.
- Processed over 108,000 payroll transactions, payroll and benefit adjustments, direct deposit changes, disability integration adjustments, provider payments, accrued leave payoffs, and COBRA payments accounting for over \$414 million in County payroll/benefit costs.
- Administered the County tax apportionment process for over 1,000 countywide tax rate areas generating over \$999 million in property taxes, which were calculated, allocated and paid to 75 taxing entities and over 65 ad valorem bonds to school districts, community colleges, special districts, and cities. Administered over 406,000 special assessments levied by cities, agencies, and special districts totaling \$113 million. Researched, calculated, and paid over 1,000 property tax refunds.
- Administered the requirements under the laws for monitoring and reporting on redevelopment dissolution. Distributed over \$46.7 million to taxing entities pursuant to redevelopment pass-through agreements, \$15.3 million to the six successor agencies for payment of recognized obligations and \$74.9 million in residual balances to the taxing entities.
- Employed over 2,100 hours on Redevelopment Dissolution Act (ABX1 26). Effective July 1, 2018, the six successor agencies’ oversight boards were eliminated, and a countywide consolidated oversight board was established pursuant to Health & Safety Code §34179(j). The Auditor-Controller’s Office provides staff support to this countywide consolidated oversight board.
- Employed over 4,200 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 follows:
  - 3,020 hours to countywide reviews and other activities.
  - 260 hours to mandated financial audits.

**Functional Area Summary**

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

- 100 hours to special districts and other financial audits.
- 820 hours to Health and Social Services.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ACO-ADMINISTRATION	37,100	16,200	16,300	100	0.6%
ACO-ACCOUNTING	4,543,215	4,941,325	5,858,369	917,044	18.6%
ACO-AUDITING	594,457	808,464	784,857	(23,607)	(2.9%)
<b>TOTAL REVENUES</b>	<b>5,174,772</b>	<b>5,765,989</b>	<b>6,659,526</b>	<b>893,537</b>	<b>15.5%</b>
<b>APPROPRIATIONS</b>					
ACO-ADMINISTRATION	37,100	16,203	16,300	97	0.6%
ACO-ACCOUNTING	5,176,847	5,600,816	6,263,727	662,911	11.8%
ACO-AUDITING	654,067	976,910	942,721	(34,189)	(3.5%)
<b>TOTAL APPROPRIATIONS</b>	<b>5,868,014</b>	<b>6,593,929</b>	<b>7,222,748</b>	<b>628,819</b>	<b>9.5%</b>
<b>NET COUNTY COST</b>					
ACO-ADMINISTRATION	0	3	0	(3)	(100.0%)
ACO-ACCOUNTING	633,632	659,491	405,358	(254,133)	(38.5%)
ACO-AUDITING	59,610	168,446	157,864	(10,582)	(6.3%)
<b>NET COUNTY COST</b>	<b>693,242</b>	<b>827,940</b>	<b>563,222</b>	<b>(264,718)</b>	<b>(32.0%)</b>

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a net increase of \$893,537 or 15.5% in revenues and a net increase of \$628,819 or 9.5% in appropriations when compared to FY2022/23 Adopted Budget. As a result, the Net County Cost decreased by \$264,718 when compared to the FY2022/23 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 charges of \$4,189,480 reflect an increase of \$754,326 or 22.0% primarily due to an increase in the department’s net recoverable costs. Administrative Overhead revenues are received from County departments for their allocated share of costs for accounting, financial and/or audit services provided by the Auditor-Controller’s Office.
- Assessment and tax collection fees of \$1,058,000 reflect an increase of \$57,100 or 5.7%. These revenues are for financial and accounting services provided to other funds, taxing entities, and special districts and include the Property Tax Administration Fees (PTAF) charged to the local taxing entities excluding school districts that are exempt by law. The Auditor-Controller also recovers direct costs for the administration of the dissolution of the Redevelopment Agencies (RDA). See Other Charges for Services revenues below.
- Revenues from Interfund Services of \$605,128 reflect an increase of \$112,505 or 22.8%. 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, auditing, and/or payroll services. This revenue also includes reimbursements for the anticipated additional labor associated with the CATS project which was implemented in FY2022/23.

- Auditing and accounting fees of \$376,700 reflect a decrease of \$7,771 or 2.0%. These are fees/charges for accounting services to special districts and other governmental agencies.
- Other Charges for Services revenues of \$319,580 reflect a decrease of \$33,895 or 9.6%. This revenue represents charges to redevelopment successor agencies and the Countywide Consolidated Oversight Board for administrative support costs and annual auditing services of the successor agencies' Prior Period Adjustments Schedule.

Primary Costs

The Recommended Budget represents a \$628,819 or 9.5% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect a net increase of \$513,094 or 8.7% resulting from negotiated and approved labor contracts.
- Services and Supplies reflects a net increase of \$132,749 or 18.4% primarily due to increases in insurance costs, central data processing charges, audit services, and software and maintenance costs used by internal audit for financial reporting.

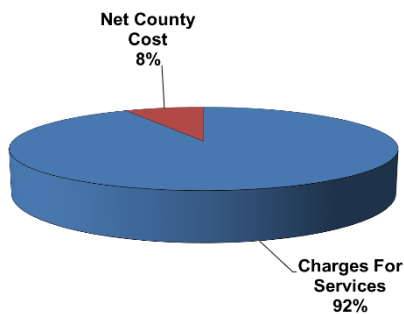
Fixed Assets

None.

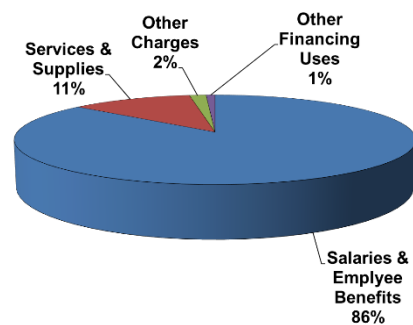
**DEPARTMENT COMMENTS**

The Auditor-Controller performs countywide functions and enforces budgetary controls for the County budgeted appropriations of over \$1.3 billion as reflected in the FY2022/23 Adopted Budget. The department continues to work with DoIT to implement countywide technology solutions to improve efficiency and provide countywide automated solutions to manual processes.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

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

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	10,796	8,654	18,593	9,939	114.8%
CHARGES FOR SERVICES	5,163,467	5,757,335	6,640,933	883,598	15.3%
MISC REVENUE	508	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>5,174,771</b>	<b>5,765,989</b>	<b>6,659,526</b>	<b>893,537</b>	<b>15.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	5,208,830	5,865,249	6,378,343	513,094	8.7%
SERVICES AND SUPPLIES	659,048	719,679	852,428	132,749	18.4%
OTHER CHARGES	118,061	116,816	116,642	(174)	(0.1%)
LEASES	0	0	3,000	3,000	100.0%
OTHER FINANCING USES	48,439	56,527	62,795	6,268	11.1%
INTRA-FUND TRANSFERS	(166,364)	(164,342)	(190,460)	(26,118)	15.9%
<b>TOTAL APPROPRIATIONS</b>	<b>5,868,013</b>	<b>6,593,929</b>	<b>7,222,748</b>	<b>628,819</b>	<b>9.5%</b>
<b>NET COUNTY COST</b>	<b>693,242</b>	<b>827,940</b>	<b>563,222</b>	<b>(264,718)</b>	<b>(32.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

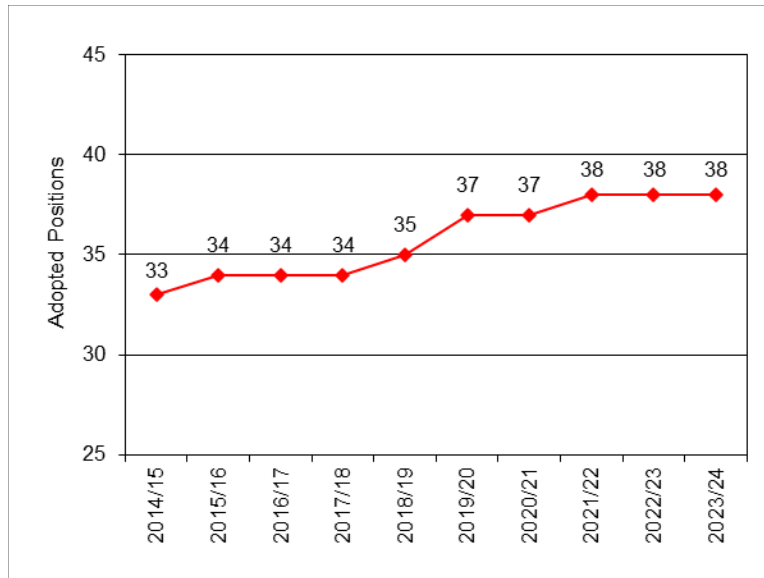
**SUMMARY OF POSITION CHANGES**

On March 7, 2023, as part of the Midyear Financial Report, the Board approved the following position changes:

- Extended 1.0 FTE Limited-Term Accountant/Auditor I to expire June 30, 2026. This position supports the additional accounting and reporting needs relating to the County disasters (including LNU Lightning Complex fire, COVID-19 pandemic, American Rescue Plan Act, etc.).
- Deleted 1.0 FTE Deputy Auditor-Controller.
- Added 1.0 FTE Chief Deputy Auditor-Controller.

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The department has several staff eligible for retirement during FY2023/24. However, there are no commitments of planned retirement dates. The department may have accrued leave payoffs resulting from any retirement. The payoffs are not reflected in the department’s budget due to the uncertainty and timing of any retirement.



**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1101 GENERAL REVENUE	231,338,685	231,112,031	246,007,401	14,895,370	6.4%
5908 COUNTY DISASTER	13,998,066	4,160,115	833,501	(3,326,614)	(80.0%)
8000 2021 CERTIFICATES OF PARTICIPA	0	2,059,114	2,057,513	(1,601)	(0.1%)
8006 PENSION DEBT SERVICE FUND	8,830,964	9,174,663	10,421,267	1,246,604	13.6%
8037 2017 CERTIFICATES OF PARTICIPA	7,352,963	7,368,722	7,357,182	(11,540)	(0.2%)
8036 2013 COP ANIMAL CARE PROJECT	462,269	462,381	476,071	13,690	3.0%
<b>APPROPRIATIONS</b>					
1101 GENERAL REVENUE	120,511	600,000	100,000	(500,000)	(83.3%)
5908 COUNTY DISASTER	13,013,938	2,721,975	833,501	(1,888,474)	(69.4%)
8000 2021 CERTIFICATES OF PARTICIPA	0	2,059,114	2,057,513	(1,601)	(0.1%)
8006 PENSION DEBT SERVICE FUND	8,665,059	5,435,840	6,047,045	611,205	11.2%
8037 2017 CERTIFICATES OF PARTICIPA	7,365,768	7,368,722	7,357,182	(11,540)	(0.2%)
8036 2013 COP ANIMAL CARE PROJECT	472,022	473,156	476,071	2,915	0.6%
<b>NET CHANGE</b>					
1101 GENERAL REVENUE	(231,218,174)	(230,512,031)	(245,907,401)	(15,395,370)	6.7%
5908 COUNTY DISASTER	(984,128)	(1,438,140)	0	1,438,140	(100.0%)
8000 2021 CERTIFICATES OF PARTICIPA	0	0	0	0	0.0%
8006 PENSION DEBT SERVICE FUND	(165,905)	(3,738,823)	(4,374,222)	(635,399)	17.0%
8037 2017 CERTIFICATES OF PARTICIPA	12,805	0	0	0	0.0%
8036 2013 COP ANIMAL CARE PROJECT	97,530	10,775	0	(10,775)	(100.0%)

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

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**FUNCTION AND RESPONSIBILITIES**

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a net increase of \$14,895,370 or 6.4% in revenues and a decrease of \$500,000 or 83.3% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the net increase to the General Fund Balance is \$15,395,370 or 6.7%.

Primary Funding Sources

General Revenues include property tax, property transfer tax, sales tax, property tax in-lieu of vehicle license fees, interest earnings, redevelopment dissolution revenues including pass-through and residual taxes, business license tax, and disposal fees. The significant changes in projected revenues over FY2022/23 Adopted Budget are primarily due to the following:

- \$5,383,970 increase in Current Secured Property Taxes due to an estimated increase of 2.5% in assessed values from the FY2022/23 corrected assessment roll.
- \$500,000 increase in Supplemental Property Tax revenues due to increasing values on residential home sales.
- \$5,280,000 increase in Property Tax in Lieu due to an estimated increase of 2.5% in assessed values.
- \$1,960,000 increase in ABX1 26 Residual Taxes offset by a \$750,000 decrease in ABX1 26 Pass-Through revenues based on projected tax increment revenues. The FY2022/23 Adopted Budget for ABX1 26 Pass-Through revenues was higher than trending levels.
- \$260,000 increase in Unitary Taxes due to an estimated increase of 2.5% in assessed values.
- \$1,400,000 increase in Interest Income as interest yield is anticipated to be better due to higher interest rates and average daily cash balance.
- \$1,000,000 increase in excess tax loss reserve due to projected increase in penalties and interest collections.

Primary Costs

Appropriations of \$100,000 include: \$50,000 for professional services for sales tax financial services, and \$50,000 for general accounting and auditing services for the Solano County Fair in accordance with the Memorandum of Understanding.

Appropriations for Refund of Prior Year Taxes decreased by \$500,000 since refunds will now be deducted from Current Secured Property Tax revenues due to a change in how information is reported in the new Property Tax System.

Fixed Assets

None.

**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	216,663,986	217,023,030	229,697,000	12,673,970	5.8%
LICENSES, PERMITS & FRANCHISE	832,439	600,000	601,000	1,000	0.2%
REVENUE FROM USE OF MONEY/PROP	818,452	1,100,500	2,500,500	1,400,000	127.2%
INTERGOVERNMENTAL REV STATE	2,436,245	2,176,501	2,057,501	(119,000)	(5.5%)
INTERGOVERNMENTAL REV FEDERAL	3,733	5,000	6,400	1,400	28.0%
INTERGOVERNMENTAL REV OTHER	659,094	107,000	45,000	(62,000)	(57.9%)
CHARGES FOR SERVICES	8,822,667	8,550,000	8,550,000	0	0.0%
MISC REVENUE	1,102,069	1,550,000	2,550,000	1,000,000	64.5%
<b>TOTAL REVENUES</b>	<b>231,338,685</b>	<b>231,112,031</b>	<b>246,007,401</b>	<b>14,895,370</b>	<b>6.4%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	7,634	50,000	50,000	0	0.0%
OTHER CHARGES	112,877	550,000	50,000	(500,000)	(90.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>120,511</b>	<b>600,000</b>	<b>100,000</b>	<b>(500,000)</b>	<b>(83.3%)</b>
<b>NET COUNTY COST</b>	<b>(231,218,174)</b>	<b>(230,512,031)</b>	<b>(245,907,401)</b>	<b>(15,395,370)</b>	<b>6.7%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

Solano County utilizes the County Disaster Fund (Fund 282) to provide a separate budget unit to account for the payment of County costs associated with disasters impacting Solano County and the related subsequent reimbursement from the State and federal government. In prior years, the Disaster Fund was utilized for tracking costs for the 2014 Napa Earthquake, the 2017 Winter Storm Flooding, the 2017 October Wildfires, the 2019 Public Safety Power Shutoffs (PSPS) and wildfires, the 2020 LNU Lightning Complex fire, and the COVID-19 pandemic. The following are the recent and/or active disaster events which are being accounted for in the Disaster Fund.

COVID-19

On February 26, 2020, the U.S. Centers for Disease Control confirmed the first person-to-person transmission of the Novel Coronavirus COVID-19 had affected a Solano County resident. On February 27, 2020, the County Administrator proclaimed a local emergency pursuant to Government Code §8630 which was ratified by the Board on March 3, 2020. Governor Newsom issued an emergency proclamation proclaiming a state of emergency in relation to the COVID-19 pandemic on March 4, 2020, and on March 22, 2020, the President approved the request for a Major Disaster Declaration, allowing for the provision of federal aid to assist with recovery efforts.

In FY2020/21, the County received \$45 million in CARES Act funding to stop the spread and mitigate the impacts of the COVID-19 pandemic. All CARES Act funds were fully expended by the December 30, 2020 State deadline. In addition to one-time COVID-19 response funding, such as the CARES Act, the County pursued reimbursement for eligible COVID-19 costs through the Federal Emergency Management Agency (FEMA) COVID-19 Disaster declaration claim process. The pandemic response continued into FY2022/23; however, no future expenditures or recoupment of federal aid is anticipated in FY2023/24.

As part of the Federal Relief and Supplemental Appropriations Act passed on December 27, 2020, the County received \$13,309,204 in FY2020/21 to implement the Emergency Rental Assistance Program (ERAP). In partnership with contractors and in close communication with the State, the County's program has assisted over 1,100 low-income households with rental and utility arrearages. The allocation is fully expended, and the program concluded in FY2022/23. No administrative costs are anticipated in FY2023/24.

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

LNU Lightning Complex Fire

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

The County continues recovery efforts in the wake of one of the largest wildfires in California history. Staff, in coordination with the Board, are working with residents impacted by the fire to safely rebuild. In addition, the fire damaged several County facilities, which staff are also working to repair. As the County works through the recovery process, staff primarily in the Resource Management Department in coordination with the Auditor-Controller, Sheriff's Office of Emergency Services, and the County Administrator's Office will continue to monitor and recover all eligible expenditures through the FEMA disaster declaration claim process. The FY2023/24 Recommended Budget reflects anticipated revenues and appropriations related to LNU Lightning Complex fire recovery. As recovery efforts are ongoing, future adjustments may be necessary.

2023 Storm Events

In January 2023, a series of atmospheric river storm events impacted Solano County along with the rest of California, resulting in both local and State emergency declarations. The roads in the unincorporated area were impacted by slips, wash outs, mudslides, and storm debris requiring the need for repair and clean-up. In March 2023, a separate series of storm events caused additional slip failures, mudslides, storm debris, and fallen trees. Currently, costs related to damage caused by these storm events is being funded out of the Road Fund (Fund 101) and the Resource Management Department is pursuing reimbursements from the State and/or federal agencies as applicable. However, if costs to address damages caused by storm events exceeds what is available in the Road Fund or reimbursements fail to materialize, this could impact appropriations in the Disaster Fund. Staff will monitor costs and associated revenues and if necessary, future adjustments to the Disaster Fund will be brought forward to the Board.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$3,326,614 or 80.0% in revenues and a decrease of \$1,888,474 or 69.4% in appropriations when compared to the FY2022/23 Adopted Budget. The FY2023/24 Recommended Budget includes projected costs resulting from damage caused by the LNU Lightning Complex fire funded by anticipated insurance proceeds.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	30,792	0	0	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	13,639,592	1,046,874	74,270	(972,604)	(92.9%)
MISC REVENUE	327,681	1,675,101	759,231	(915,870)	(54.7%)
OTHER FINANCING SOURCES	0	1,438,140	0	(1,438,140)	(100.0%)
<b>TOTAL REVENUES</b>	<b>13,998,066</b>	<b>4,160,115</b>	<b>833,501</b>	<b>(3,326,614)</b>	<b>(80.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	1,435,084	2,714,601	833,501	(1,881,100)	(69.3%)
OTHER CHARGES	11,389,049	7,374	0	(7,374)	(100.0%)
OTHER FINANCING USES	189,307	0	0	0	0.0%
INTRA-FUND TRANSFERS	498	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>13,013,938</b>	<b>2,721,975</b>	<b>833,501</b>	<b>(1,888,474)</b>	<b>(69.4%)</b>
<b>NET CHANGE</b>	<b>(984,128)</b>	<b>(1,438,140)</b>	<b>0</b>	<b>1,438,140</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The risk of additional fire-related emergencies in Solano County remains high. Due to the likelihood of fire danger, it is expected that there will be Public Safety Power Shutoff (PSPS) events in FY2023/24 despite PG&E's efforts to refine PSPS boundaries and minimize the impacts on its customers. The County continues to focus on resiliency and preparedness for fire-related emergencies. County staff remain ready to respond through the Emergency Operations Center (EOC) should an emergency occur.

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Long-term Financial Obligations

The County has no outstanding general obligation bonds. The County's outstanding long-term debt as of June 30, 2023 are as follows:

<u>Type</u>	<u>Total</u>
Notes Payable	\$ 1,023,890
Certificates of Participation	75,815,000
Pension Obligation Bonds	9,310,000
Total	<u>\$ 86,148,890</u>

Notes Payable

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

Certificates of Participation

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

Taxable Pension Obligation Bonds

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

Credit Rating

Moody's and Standard & Poor's both rated the County's pension obligation bonds as Aa2 and AAA, respectively. In addition, the County currently has three certificates of participation series outstanding. The credit ratings are as follows:

2013 COP is private placement with no rating.

2017 COP AA+ Stable from S&P.

2021 COP AA+ Stable from S&P.

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

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

<b>Fiscal Year</b>	<b>(1) Assessed Value of Property</b>	<b>(2) Debt Limit, 5% of Assessed Value</b>	<b>(3) Debt Applicable to the Limit</b>	<b>(4) Legal Debt Margin</b>	<b>Total net debt applicable to the limit as a percentage of debt limit</b>
2021-22	\$66,807,006,308	\$3,340,350,315	\$13,360,000	\$3,326,990,315	0.40%
2020-21	62,304,767,500	3,115,238,375	17,040,000	3,098,198,375	0.55%
2019-20	60,493,772,968	3,024,688,648	20,375,000	3,004,313,648	0.67%
2018-19	57,621,468,703	2,881,073,435	23,375,000	2,857,698,435	0.81%
2017-18	54,604,488,570	2,730,224,429	26,085,000	2,704,139,429	0.96%
2016-17	51,753,424,096	2,587,671,205	32,880,000	2,554,791,205	1.27%
2015-16	48,822,843,080	2,441,142,154	40,810,000	2,400,332,154	1.67%
2014-15	46,023,290,342	2,301,164,517	47,810,000	2,253,354,517	2.08%
2013-14	43,722,958,674	2,186,147,934	53,945,000	2,132,202,934	2.47%
2012-13	40,593,049,481	2,029,652,474	61,285,000	1,968,367,474	3.02%

**Notes:**

- (1) Assessed property value data can be found in Report "Assessed Value of Taxable Property".
- (2) California Government Code, Section §29909, states the total amount of bonded indebtedness shall not at any time exceed 5 percent of the taxable property of the county as shown by the last equalized assessment roll.
- (3) Bonded debt financed with general governmental resources which include Pension Obligation Bonds.
- (4) The legal debt margin is the County's available borrowing authority under state finance statutes and is calculated by subtracting the debt applicable to the legal debt limit from the legal debt limit.

Source: Annual Comprehensive Financial Report Fiscal Year Ended June 30, 2022.

Phyllis S. Taynton, Auditor-Controller  
Debt

**FUNCTION AND RESPONSIBILITIES**

This budget unit is the conduit for the principal and interest payments for the 2021 Certificates of Participation (COP).

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

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,601 or 0.1% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The Recommended Budget includes revenues of \$2,056,863 from the Operating Transfers-In from the General Fund until the completion of the project. Other Financing Sources also includes \$650 in Interest Income. Upon completion, the funding source shall be from departments benefitting from the project.

Primary Costs

The appropriations reflect the principal and interest payments, and accounting and financial services due in FY2023/24.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	0	0	650	650	100.0%
OTHER FINANCING SOURCES	0	2,059,114	2,056,863	(2,251)	(0.1%)
<b>TOTAL REVENUES</b>	<b>0</b>	<b>2,059,114</b>	<b>2,057,513</b>	<b>(1,601)</b>	<b>(0.1%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	7,100	7,000	(100)	(1.4%)
OTHER CHARGES	0	2,052,014	2,050,513	(1,501)	(0.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>2,059,114</b>	<b>2,057,513</b>	<b>(1,601)</b>	<b>(0.1%)</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**FUNCTION AND RESPONSIBILITIES**

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

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

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,246,604 or 13.6% in revenues and an increase of \$611,205 or 11.2% in appropriations when compared to the FY2022/23 Adopted Budget.

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

- Increase of \$62,500 in interest income due to the increase in interest rates, which benefits the County’s investment pool.
- Increase of \$450,794 in Other Revenue due to an increase in estimated savings from the prepayment of the FY2023/24 CalPERS Unfunded Accrued Liability (UAL).
- Increase of \$733,310 in Operating Transfers-In due to higher wages subject to pension contribution from County departments.

Significant changes in appropriations include:

- Increase of \$21,000 for the employer share in the Public Agency Retirement System (PARS).
- Increase of \$425,000 in interest expense on County’s investment Pool is due to increasing interest rates and higher negative average cash balance resulting from the advance payment of FY2023/24 CalPERS UAL.
- Increase of \$390,000 in Bond Redemption charges.
- Decrease of \$225,918 in Interest on Long-Term Debt per the 2005 POB debt service amortization schedule.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	441	2,500	65,000	62,500	2500.0%
CHARGES FOR SERVICES	1,967	0	0	0	0.0%
MISC REVENUE	4,221,927	3,629,397	4,080,191	450,794	12.4%
OTHER FINANCING SOURCES	4,606,629	5,542,766	6,276,076	733,310	13.2%
<b>TOTAL REVENUES</b>	<b>8,830,964</b>	<b>9,174,663</b>	<b>10,421,267</b>	<b>1,246,604</b>	<b>13.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,777	482,000	503,000	21,000	4.4%
SERVICES AND SUPPLIES	3,058	6,000	6,000	0	0.0%
OTHER CHARGES	4,660,224	4,947,840	5,538,045	590,205	11.9%
OTHER FINANCING USES	4,000,000	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>8,665,059</b>	<b>5,435,840</b>	<b>6,047,045</b>	<b>611,205</b>	<b>11.2%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(165,905)</b>	<b>(3,738,823)</b>	<b>(4,374,222)</b>	<b>(635,399)</b>	<b>17.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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**FUNCTION AND RESPONSIBILITIES**

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

The 2017 COP were issued to refund the 2007 COP at a lower rate of interest, resulting in interest savings to the County of approximately \$16.2 million in present value dollars over the term of the bonds. The Certificates of Participation were issued to finance the construction of the County Administration Center, the Probation Facility, improvements to the Central Utility Plant and the Library in Fairfield.

The Auditor-Controller is responsible for administering the debt service on the 2017 COP through the date of redemption on November 1, 2030. Debt service payments are financed through Operating Transfers-In from Public Facilities Fees, the Accumulated Capital Outlay Fund, the General Fund, the Courthouse Temporary Construction Fund, and the depreciation charged to the departments occupying offices in the County Administration Center and the Probation building.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$11,540 or 0.2% in revenues and appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Source

The Recommended Budget includes revenues of \$7,357,182, a decrease of \$11,540 or 0.2% when compared to FY2022/23.

The primary funding sources include the following:

- The \$4,394,368 Operating Transfers-In are as follows:
  - \$723,642 from the Public Facilities Fees - Public Protection.
  - \$576,185 from the Public Facilities Fees - General Government.
  - \$322,843 from the Courthouse Temporary Construction Fund.
  - \$900,000 from the Accumulated Capital Outlay Fund.
  - \$1,871,698 from the General Fund.
- \$2,905,170 from a depreciation charge allocated to departments occupying the County Administration Center and the Probation building.
- \$17,644 from the Solano Local Agency Formation Commission (LAFCo) for the lease of office space in the County Administration Center.
- \$40,000 in Interest Income due to higher interest yield.

Primary Costs

The FY2023/24 appropriations reflect the principal and interest payments, accounting and financial services, and Countywide Administrative Overhead charges due in FY2023/24.

Phyllis S. Taynton, Auditor-Controller

Debt

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	26,652	23,674	57,644	33,970	143.5%
CHARGES FOR SERVICES	2,961,810	2,907,934	2,905,170	(2,764)	(0.1%)
MISC REVENUE	10	0	0	0	0.0%
OTHER FINANCING SOURCES	4,364,491	4,437,114	4,394,368	(42,746)	(1.0%)
<b>TOTAL REVENUES</b>	<b>7,352,963</b>	<b>7,368,722</b>	<b>7,357,182</b>	<b>(11,540)</b>	<b>(0.2%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	4,702	8,510	8,510	0	0.0%
OTHER CHARGES	7,361,066	7,360,212	7,348,672	(11,540)	(0.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>7,365,768</b>	<b>7,368,722</b>	<b>7,357,182</b>	<b>(11,540)</b>	<b>(0.2%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>12,805</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget unit is the conduit for the principal and interest payments for the 2013 Certificates of Participation (COP).

The 2013 COP were issued on April 17, 2013 to finance the Animal Care Expansion Project at 2510 Clay Bank Road in Fairfield. The Project includes the installation of a new pre-engineered kennel (12,500 square feet), and the renovation of the 2,600 square-foot portion of the existing 13,000 square-foot Animal Shelter Building.

The source of funding for the debt is the General Fund and the seven cities within the County. The County 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 an increase of \$13,690 or 3.0% in revenue and an increase of \$2,915 or 0.6% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The 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. The County General Fund contribution is \$44,970.

Primary Costs

The appropriations reflect the principal and interest payments, accounting and financial services, and Countywide Administrative Overhead charges due in FY2023/24.

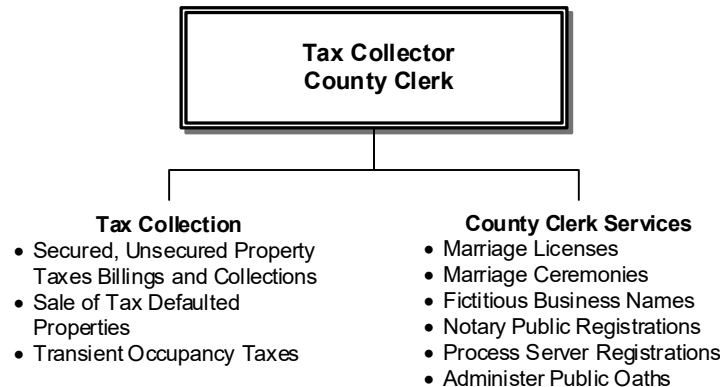
<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	88	200	1,000	800	400.0%
INTERGOVERNMENTAL REV OTHER	417,211	417,211	417,211	0	0.0%
OTHER FINANCING SOURCES	0	0	12,890	12,890	100.0%
GENERAL FUND CONTRIBUTION	44,970	44,970	44,970	0	0.0%
<b>TOTAL REVENUES</b>	<b>462,269</b>	<b>462,381</b>	<b>476,071</b>	<b>13,690</b>	<b>3.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	3,500	3,500	0	0.0%
OTHER CHARGES	472,022	469,656	472,571	2,915	0.6%
<b>TOTAL APPROPRIATIONS</b>	<b>472,022</b>	<b>473,156</b>	<b>476,071</b>	<b>2,915</b>	<b>0.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>9,753</b>	<b>10,775</b>	<b>0</b>	<b>(10,775)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**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 27400 - 27401 and 26801 - 26863 of the California Government Code. In Solano County, the Divisions of the Tax Collector, County Clerk and Treasurer are a combined countywide elected position.

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

The County Clerk has a four-fold mission:

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

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

In addition, the County Clerk conducts wedding ceremonies.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	2,558,199
FY2023/24 Recommended:	3,019,512
County General Fund Contribution:	1,427,012
Percent County General Fund Supported:	47.3%
Total Employees (FTEs):	12

**FUNCTION AND RESPONSIBILITIES**

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

The County Clerk is responsible for issuing marriage licenses and other official non-court related official documents. The division carries out these responsibilities through its lobby kiosks, online portal, and public service counter.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- On March 1, 2023, the County went “live” on the new property tax system, County Assessment and Taxation System (CATS) Project. On April 4, 2017, the Board of Supervisors approved the replacement of the Solano County Integrated Property System (SCIPS), a multiyear project, at an estimated cost of \$10 million. The department worked with the Department of Information Technology (DoIT), Assessor/Recorder, and the Auditor-Controller to implement the CATS project, the new property tax system replacing SCIPS. The CATS Project, formally known as the Aumentum System, owned by Harris Computer Corporation, is a more integrated and efficient property tax system.
- Conducted tax sales for 183 tax defaulted properties totaling \$12.6 million in delinquent taxes.
- Collected in excess of \$140,000 in Transient Occupancy Taxes.

## Functional Area Summary

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

- Transitioned merchant service providers for electronic payments, reducing convenience fees from 2.35% down to 2.25% while expanding acceptance capabilities to include digital wallets and shopping carts for an enhanced payee experience.
- Implemented virtual point of sale (POS) for in person electronic payments to improve internal controls while enhancing service offerings.
- Developed automated reconciliation tools to streamline the online collection and reconciliation process.
- Implemented paperless billing at the discretion of the taxpayer.

### WORKLOAD INDICATORS

- In FY2022/23, the Tax Collector – County Clerk expects to issue and process payments on 175,000 property tax bills; the division estimates the amount to increase by approximately 3,000 bills in FY2023/24.
- In FY2022/23, the Tax Collector – County Clerk expects to issue 1,650 marriage licenses, 2,100 fictitious business name statements, 400 notary oaths, and to conduct 100 marriage ceremonies, along with providing a variety of other clerk related functions and services. Projections for FY2023/24 include the issuance of approximately 1,675 marriage licenses, 2,100 fictitious business names, 400 notary oaths, and to conduct 150 marriage ceremonies, along with providing a variety of other clerk related functions and services in FY2023/24.
- Answered approximately 20,000 requests for additional information received via phone and e-mail in FY2022/23.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAX COLLECTOR	1,445,421	1,244,464	1,322,500	78,036	6.3%
COUNTY CLERK	270,603	291,000	270,000	(21,000)	(7.2%)
<b>TOTAL REVENUES</b>	<b>1,716,024</b>	<b>1,535,464</b>	<b>1,592,500</b>	<b>57,036</b>	<b>3.7%</b>
<b>APPROPRIATIONS</b>					
TAX COLLECTOR	2,246,033	2,482,674	2,681,254	198,580	8.0%
COUNTY CLERK	200,445	290,881	338,258	47,377	16.3%
<b>TOTAL APPROPRIATIONS</b>	<b>2,446,478</b>	<b>2,773,555</b>	<b>3,019,512</b>	<b>245,957</b>	<b>8.9%</b>
<b>NET COUNTY COST</b>					
TAX COLLECTOR	800,612	1,238,210	1,358,754	120,544	9.7%
COUNTY CLERK	(70,159)	(119)	68,258	68,377	(57459.7%)
<b>NET COUNTY COST</b>	<b>730,453</b>	<b>1,238,091</b>	<b>1,427,012</b>	<b>188,921</b>	<b>15.3%</b>

STAFFING	2021/22	2022/23	2023/24	FROM	PERCENT
TAX COLLECTOR	11	11	10	(1)	(9.1%)
COUNTY CLERK	2	2	2	0	0.0%
<b>TOTAL STAFFING</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>(1)</b>	<b>(7.7%)</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$57,036 or 3.7% in revenues and an increase of \$245,957 or 8.9% in appropriations when compared to FY2022/23 Adopted Budget. As a result, Net County Cost increased by \$188,921 or 15.3%.

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

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Primary Funding Sources

The primary funding sources for the department are the General Fund, which is comprised of \$1,427,012 or 47.3%, Charges for Services, which is \$1,175,500 or 38.9%, and Taxes and Licenses, which has a combined total of \$417,000 and represents 13.8% of the Recommended Budget.

- The Recommended Budget includes an increase of \$57,036 or 3.7% increase in revenues primarily due to increases in assessments and tax collection fees, offset by a decrease in Charges for Services related to the completion of the CATS Project implementation project in FY2022/23.

Primary Costs

The Recommended Budget includes a \$245,957 or 8.9% increase in appropriations primarily due to the following:

- Salaries and Employee Benefits increased by \$59,036 primarily due to increases in Salaries and Employee Benefits resulting from negotiated and approved labor contracts.
- Services and Supplies reflect an increase of \$23,861 primarily due to an upgrade of the County Clerk software application suite and the purchase of additional printers as required by the Aumentum migration.
- Other Charges reflect an increase of \$134,345 due to an increase in Countywide Administrative Overhead costs.
- Intrafund Transfers are projected to increase by \$29,030 for the mandated redemption audit to be conducted by the Auditor Controller's Office.

Contracts

The FY2023/24 Recommended Budget includes the following significant contract:

- \$77,000 for lock box services.

Fixed Assets

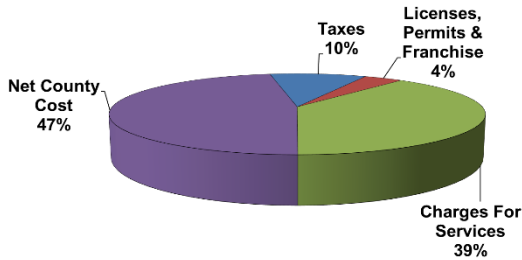
None.

**DEPARTMENT COMMENTS**

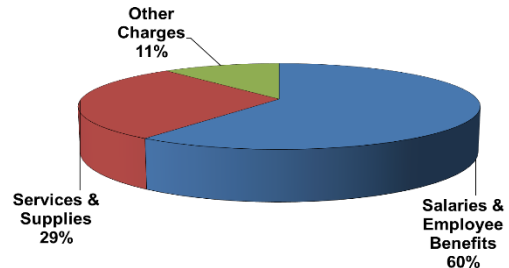
The Tax Collector – County Clerk anticipates that with the successful completion of the CATS Project, departmental focus will shift to enhanced public engagement and improved online experiences.



**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	308,582	235,000	297,000	62,000	26.4%
LICENSES, PERMITS & FRANCHISE	121,101	125,000	120,000	(5,000)	(4.0%)
INTERGOVERNMENTAL REV STATE	120	0	0	0	0.0%
CHARGES FOR SERVICES	1,282,954	1,175,464	1,175,500	36	0.0%
MISC REVENUE	3,267	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,716,025</b>	<b>1,535,464</b>	<b>1,592,500</b>	<b>57,036</b>	<b>3.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,473,852	1,701,179	1,760,215	59,036	3.5%
SERVICES AND SUPPLIES	717,728	827,616	851,477	23,861	2.9%
OTHER CHARGES	214,993	191,933	326,278	134,345	70.0%
OTHER FINANCING USES	12,951	16,127	15,812	(315)	(2.0%)
INTRA-FUND TRANSFERS	26,954	36,700	65,730	29,030	79.1%
<b>TOTAL APPROPRIATIONS</b>	<b>2,446,478</b>	<b>2,773,555</b>	<b>3,019,512</b>	<b>245,957</b>	<b>8.9%</b>
<b>NET COUNTY COST</b>	<b>730,453</b>	<b>1,238,091</b>	<b>1,427,012</b>	<b>188,921</b>	<b>15.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

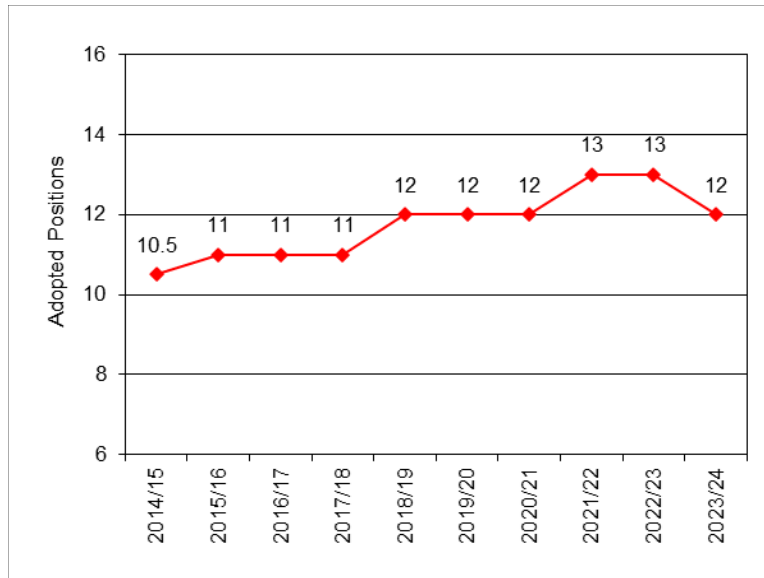
**SUMMARY OF POSITION CHANGES**

On September 13, 2022, the Board approved the following position changes:

- Deleted 2.0 FTE Accounting Clerk II, Limited-Term.
- Added 1.0 FTE Accounting Clerk II.

There are no changes in the position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Treasurer-Tax Collector-County Clerk is anticipating the need for an upgrade of the County Clerk suite of applications and is actively working toward improvements in the overall online public experience.

**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1350 TREASURER	1,080,703	1,238,860	1,370,294	131,434	10.6%
<b>APPROPRIATIONS</b>					
1350 TREASURER	1,080,703	1,238,860	1,370,294	131,434	10.6%
<b>NET CHANGE</b>					
1350 TREASURER	0	0	0	0	0.0%

A summary of the budgets administered by the Tax Collector/County Clerk’s Office is provided on the following pages.



**Treasurer**

- Banking Services
- Cash Management
- Cash Reconciliation
- Treasurer’s Investment Pool
- 115 Trust Management
- Pension Advisory
- Debt Advisory
- Debt Issuance
- Probate Trust
- Reclamation District  
Treasurer

**DEPARTMENTAL PURPOSE**

Headed by the elected County Treasurer as prescribed in Government Code (GC) §27000, the division of the Treasurer is responsible for managing funds not needed for immediate use, as mandated by GC §24000 and §24009. The duties and responsibilities are further mandated by Government Code sections 27000 - 27137. In Solano County, the County Treasurer function is combined with the County Tax Collector-County Clerk as one countywide elected position.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	1,187,534
FY2023/24 Recommended:	1,370,294
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 \$1.8 billion in funds not immediately needed for use by County, local school districts and other local agencies participating in the County investment pooled funds.

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**

- Implemented new merchant services provider and successfully transitioned most accounts and revenue to the new lower cost platform.
- Provided local school districts the tools and support needed to implement remote image deposit and new location branch depositing that reduced or eliminated unnecessary travel and paper usage by the districts while reducing Treasury costs.
- Actively managed more than \$1.8 billion in pooled deposits.
- Processed approximately 105,000 inbound payments, 225,000 deposited items, and 350,000 outbound payments. This includes deposits of cash, checks, Automated Clearing House (ACH) credits, book transfers, and related inbound funds; and withdrawals of cash, checks, ACH originated debits, book transfers, federal wires, and related outbound funds as directed.
- Provided reconciliation information to schools and other pool participants on a daily basis to afford them the ability to independently verify all Treasury activity.
- Arranged the provision of up to \$163.7 million in Constitutionally mandated advances to the six school districts in Solano County.

- Management of \$30.3 million in Vallejo City Unified School District nontaxable investments.
- Managed the County’s PARS 115 \$32.1 million investment trust to provide additional income above pool rates.

**WORKLOAD INDICATORS**

During FY2023/24, the Treasurer anticipates processing 10,000 deposit permits.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$131,434 or 10.6% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. In accordance with GC §27013, the Treasurer’s Division is funded by a portion of the interest earnings from funds under management; therefore, has no Net County Cost.

Primary Funding Sources

The primary funding source for the division is Charges for Services which comprises \$1,369,794 or 99% of the Recommended Budget.

Primary Costs

The Recommended Budget includes \$131,434 or 10.6% increase in appropriations primarily due to increased Salaries and Employee Benefits resulting from negotiated and approved labor contracts, increases in central data processing charges, insurance costs, and Countywide Administrative Overhead costs.

Contracts

The FY2022/23 Recommended Budget includes a total of \$270,000 for contracted services primarily for banking and securities trust services.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

With the successful migration to cloud based accounting solutions, Treasury’s focus will shift toward the completion of ongoing projects including remote image depositing and merchant services migration.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHARGES FOR SERVICES	1,079,812	1,237,860	1,369,794	131,934	10.7%
MISC REVENUE	891	1,000	500	(500)	(50.0%)
<b>TOTAL REVENUES</b>	<b>1,080,703</b>	<b>1,238,860</b>	<b>1,370,294</b>	<b>131,434</b>	<b>10.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	554,236	559,364	636,046	76,682	13.7%
SERVICES AND SUPPLIES	302,836	427,237	448,144	20,907	4.9%
OTHER CHARGES	27,716	57,200	97,025	39,825	69.6%
OTHER FINANCING USES	5,404	5,667	6,579	912	16.1%
INTRA-FUND TRANSFERS	190,512	189,392	182,500	(6,892)	(3.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,080,703</b>	<b>1,238,860</b>	<b>1,370,294</b>	<b>131,434</b>	<b>10.6%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
TREASURER	3	3	3	0	0.0%
<b>TOTAL STAFFING</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

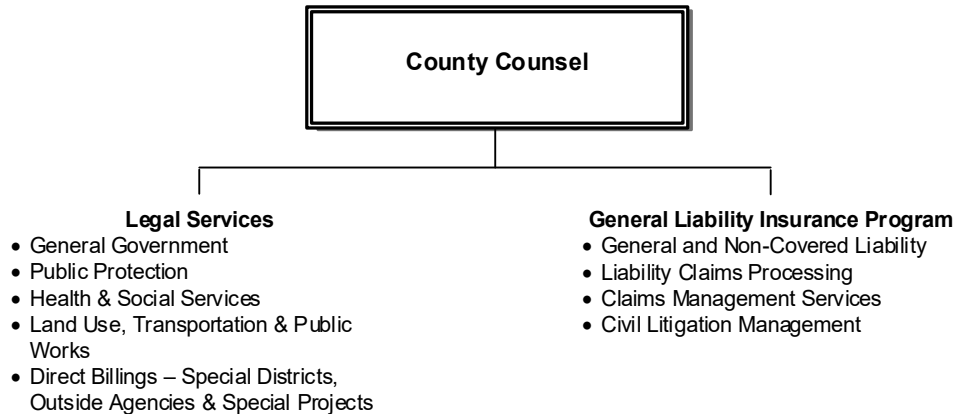
**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Global inflation and an ongoing banking crisis have created market turmoil as the conflicting economic pressures sway policymakers and investors in a multitude of directions at once. The Treasury remains focused on providing a safe and stable investment pool that provides participants additional revenue as the market allows.

In FY2023/24, it is anticipated that higher interest rates caused by inflation will continue to benefit the County’s investment pool.



**DEPARTMENTAL PURPOSE**

The Office of County Counsel was created by statute under Government Code §26526, §26529 and §27640. The office provides both discretionary and mandated legal services to more than 150 separate areas of County responsibility, including all its elected and appointed officials, officers, departments, boards, commissions, and committees. It also serves several special districts and agencies within the County, including the Rural North Vacaville Water District, the Solano Transportation Authority, Solano County Transit (SolTrans), the Fairfield Suisun Sewer District, the Collinsville Levee and Maintenance District, the Solano

County Office of Education, and some school, cemetery, fire, resource conservation, and reclamation districts.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	5,782,599
FY2023/24 Recommended:	6,387,817
County General Fund Contribution:	775,063
Percent County General Fund Supported:	12.1%
Total Employees (FTEs):	21

**FUNCTION AND RESPONSIBILITIES**

The broad scope of the office’s duties involves all areas of County government which includes such diverse areas as labor and employment, real estate development, purchasing and contracting, public works projects, criminal justice, planning and environmental matters, water law and groundwater regulation, public finance, tax assessment and collection, child and older adult protection, public health and safety, civil litigation, and other matters of great interest to the citizens of Solano County.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges

While Governor Newsom ended the State’s COVID-19-related state of emergency, legal issues associated with COVID-19 persist. Continued issues are varied and span from public health, workplace safety, and labor issues.

The office continues to respond to legal issues arising from public health emergencies as well as work proactively to provide innovative legal solutions to address other on-going public health needs such as homelessness, mental health court diversion programs, Community Assistance, Recovery, and Empowerment (CARE) Court and specialty mental health services clients. Our extensive work with and for the County’s most vulnerable populations continues in the identification of and ways to provide care of those in need.

The office will continue to focus on the County’s code enforcement matters and expanding the tools with which County staff can address code compliance issues, while continuing to provide legal direction to facilitate strategic land use development in accordance with Board-approved policies.

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Accomplishments:

- Completed the first full year since the transfer of the General Liability Insurance Program and Liability Cost Allocation functions from Human Resources. The office continues to evaluate and streamline process and procedures to improve efficiency and transparency of the program.
- Successfully petitioned the California State Supreme Court to depublish the decision in *G.I. Industries v. City of Thousand Oaks* (Case: S277439, Supreme Court of California).
- Filed 19 Bail Bond Summary Judgement accountings collecting \$580,668 of which \$244,746 was retained by the County and deposited in the County's General Fund.
- Office attorneys Chaired or Co-Chaired County Counsels' Association of California conferences to include Probate and Mental Health, Environmental Law, and the Southwest Chapter of American Association of Airport Executives Role of the Attorney workshop.
- The office was certified as a Single Activity Provider for Minimum Continuing Legal Education by the California State Bar. In addition, one attorney was certified by the California State Association of Counties Institute Professional Development Training Program.
- Successfully transitioned multiple in-custody offenders to less restrictive environments with more appropriate supportive services resulting in overall cost-savings to the County.
- Office attorneys were recognized by the Solano County Bar Association (SCBA) as the Attorney of the Year and as a Rising Star. In addition, an office attorney was sworn in as a member of the SCBA Board of Directors and another attorney served on the Public Law Executive Committee of the California Lawyer's Association.
- Successfully updated Chapter 10 (Abatement of Public Nuisances) of the Solano County Code to include improved administrative process to include penalties, and significant changes to Chapter 4 (Animals and Fowls).

**WORKLOAD INDICATORS**

The office currently provides legal services to all County departments and 36 external clients.

- In FY2021/22, the office's attorneys logged a total of 25,838 billable legal service hours to internal and external clients, an increase of 1,761 hours or 7% from the previous year primarily due to filling attorney vacancies.
- Provided trainings and workshops on subjects including purchasing policy and contract law, personnel policies and procedures, Introduction to Public Sector Employment Law, Brown Act and parliamentary procedures, legal update training for Child Welfare Services, general policy and emerging areas of law related to Public Guardian, Health Information Portability and Accountability Act (HIPAA) requirements, records and subpoenas, First Amendment Audits, Robert's Rules for remote meetings, conflicts of interest, and personal liability. Training audiences included County personnel and appointed and elected members of various public boards, commissions, and committees, as well as professional organizations.
- The office represents the Child Welfare Services Division (CWS) of the Health & Social Services (H&SS) Department in all juvenile court dependency proceedings, from the initial petition seeking to protect a child through family reunification or permanency planning and any subsequent appeal.
  - On average, attorneys representing CWS appeared on over 120 cases each month in different courtrooms. Each of those cases represent the County's considerable efforts to protect and serve its most vulnerable residents.
  - Juvenile dependency cases continue to be complex and challenging. Attorneys spend considerable time working with CWS assisting staff in preparing court cases to aid in the mission of protecting children and to assure compliance with state and federal law. This past year, the attorneys opened 130 new juvenile dependency cases, handled over 203 contested juvenile dependency matters, and 34 juvenile dependency appeals.
- This office also represents the Public Guardian/Public Conservator Division (PG) of H&SS in conservatorship matters and other proceedings involving members of the County's population who require these County services. Recent changes in State law seeking to expand mental health services to felon and misdemeanor clients have impacted the number of referrals for investigations of Lanterman Petris Short (LPS) conservatorships and mental health diversion increasing the office attorneys'



**Functional Area Summary**

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

appearances in criminal court as well as requiring the office’s participation in assisting in securing suitable placement for persons conditionally released pursuant to the Sexually Violent Predator Statue Act.

- Legal support staff assisted the attorneys in the processing and maintenance of several hundred cases, the majority of which relate to CWS and LPS/Probate Conservatorships. Staff are also responsible for maintaining, processing, and accounting for several programs to include subpoenas, personnel files, the law library, and various administrative tasks. To assist staff, the Law Office Manager continues to maintain the bail bond recovery program, which includes summary judgement accounting and distribution functions of forfeited bail bonds.
- With the increase in self-insured retention deductible in the County’s Self-Insured General Liability Program and the addition of the Claims and Civil Litigation Manager, the office anticipates a greater role to coordinate litigation defense and related services, including increasing the number of cases litigated by the office and decreasing the number of smaller cases referred to outside counsel.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LEGAL SERVICES	4,070,827	3,807,606	5,612,754	1,805,148	47.4%
<b>TOTAL REVENUES</b>	<b>4,070,827</b>	<b>3,807,606</b>	<b>5,612,754</b>	<b>1,805,148</b>	<b>47.4%</b>
<b>APPROPRIATIONS</b>					
LEGAL SERVICES	5,287,774	5,456,005	6,387,817	931,812	17.1%
<b>TOTAL APPROPRIATIONS</b>	<b>5,287,774</b>	<b>5,456,005</b>	<b>6,387,817</b>	<b>931,812</b>	<b>17.1%</b>
<b>NET COUNTY COST</b>					
LEGAL SERVICES	1,216,947	1,648,399	775,063	(873,336)	(53.0%)
<b>NET COUNTY COST</b>	<b>1,216,947</b>	<b>1,648,399</b>	<b>775,063</b>	<b>(873,336)</b>	<b>(53.0%)</b>

STAFFING	2021/22	2022/23	2023/24	FROM	PERCENT
LEGAL SERVICES	21	21	21	0	0.0%
<b>TOTAL STAFFING</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,805,148 or 47.4% in revenues and an increase of \$931,812 or 17.1% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost decreased by \$873,336 or 53.0%.

Primary Funding Sources

The primary funding source for the office are charges for legal services provided to County departments that are reimbursed through the Countywide Cost Allocation Plan, and fees directly billed to outside agencies and certain non-General Fund County departments. Expenditures that are not offset by direct billed revenues become General Fund costs. Although as a central services department, County Counsel 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 costs associated with the administration of cannabis programs as directed by the California State Controller in accordance with the Federal Office of Management and Budget Circular 2 CFR part 200. These unreimbursed expenditures remain General Fund costs.

The Recommended Budget reflects an increase of \$1,805,148 or 47.4% in revenues primarily due to an increase of \$1,484,312 in Countywide Administrative Overhead, \$119,300 in Interfund Legal Services, and \$180,456 in Other Professional Services to offset the costs of the Claims and Litigation Manager assigned to the General Liability Program.

Primary Costs

The Recommended Budget includes a \$931,812 or 17.1% increase in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$847,882 or 17.3% primarily due to increases in Salaries and Employee Benefits related to negotiated and approved labor contracts and funding for Accrued Leave Payouts due to the anticipated retirement of two senior attorneys.
- Services and Supplies reflect an increase of \$80,443 or 19.8% primarily due to increases in insurance costs, central data processing charges, and travel costs.

Contracts

The 2023/24 Recommended Budget includes the following significant contract:

- \$59,014 WestLaw for online legal research services.

Fixed Assets

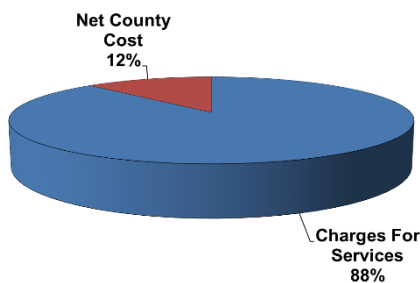
None.

**DEPARTMENT COMMENTS**

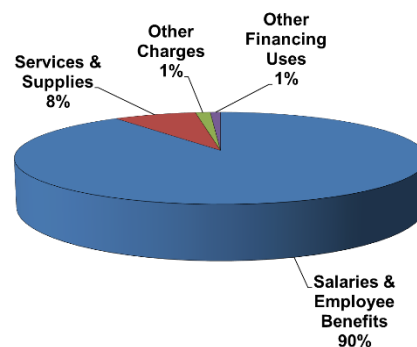
In addition to providing legal representation to all County departments, the office continues to offer its expertise and legal services to outside governmental agencies. The office currently provides legal representation and hearing officer services to 36 external clients which are direct billed for services. These clients include transportation entities, levee, sewer and water districts, and resource conservation, reclamation, fire, and school districts.

The Productive Hourly Rate (PHR) recommended amount is \$230 per hour, a 7.0% increase. The increase in the PHR is due primarily to the previously discussed increases in salaries and employee benefits.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

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

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	4,070,810	3,807,606	5,612,754	1,805,148	47.4%
MISC REVENUE	17	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>4,070,827</b>	<b>3,807,606</b>	<b>5,612,754</b>	<b>1,805,148</b>	<b>47.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	4,751,039	4,900,945	5,748,827	847,882	17.3%
SERVICES AND SUPPLIES	375,941	406,840	487,283	80,443	19.8%
OTHER CHARGES	106,123	87,034	87,271	237	0.3%
OTHER FINANCING USES	48,860	54,286	60,436	6,150	11.3%
INTRA-FUND TRANSFERS	5,811	6,900	4,000	(2,900)	(42.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>5,287,774</b>	<b>5,456,005</b>	<b>6,387,817</b>	<b>931,812</b>	<b>17.1%</b>
<b>NET COUNTY COST</b>	<b>1,216,947</b>	<b>1,648,399</b>	<b>775,063</b>	<b>(873,336)</b>	<b>(53.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

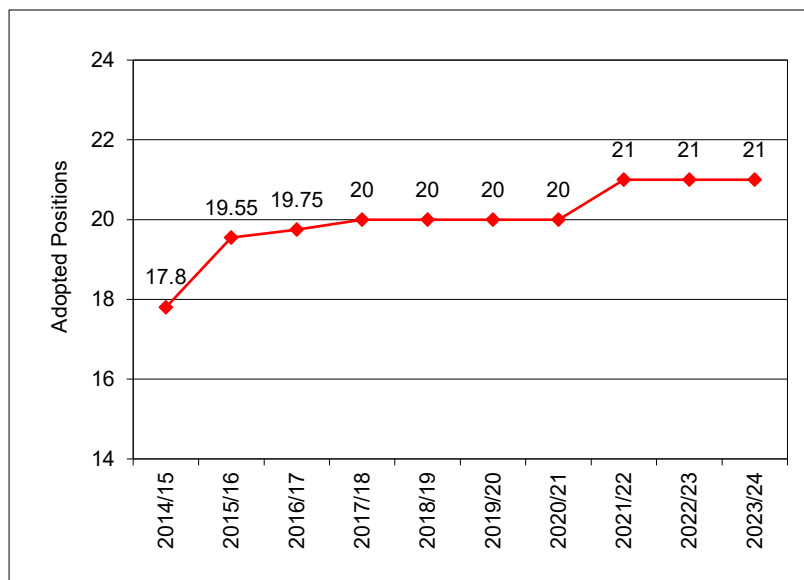
Changes in the position allocations since the adoption of the FY2022/23 Budget are provided below:

On December 13, 2022, the Board approved the following position change:

- Reclassified 1.0 FTE Office Supervisor to 1.0 FTE Law Office Manager to align the position with the job tasks, knowledge, and abilities required for this position.

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budgets**

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

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1831 COUNTY LIABILITY	7,889,552	9,946,000	12,713,806	2,767,806	0.0%
<b>APPROPRIATIONS</b>					
1831 COUNTY LIABILITY	8,080,496	9,946,000	13,385,300	3,439,300	0.0%
<b>NET CHANGE</b>					
1831 COUNTY LIABILITY	(190,974)	0	(671,494)	(671,494)	0.0%

A summary of the budgets administered by the County Counsel Department is provided on the following pages.

**FUNCTION AND RESPONSIBILITIES**

The Office of County Counsel administers the County’s general liability program through the Public Risk Innovation, Solutions, and Management (PRISM) General Liability Insurance Program, provides liability claims processing and claims management services; oversees all civil litigation involving the County.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	11,363,559
FY2023/24 Recommended:	13,385,300
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The County participates in the Public Risk Innovation, Solutions, and Management (PRISM) General Liability Insurance Program (formerly known as CSAC-EIA). Based on an actuarial study that indicated that the County would realize cost savings, on July 1, 2020, the County raised its self-insured retention, also known as its deductible, from \$10,000 to \$200,000 and added a Claims and Civil Litigation Manager position for in-house management and oversight of government tort claims and outside litigation. The change to the higher deductible only affects claims or incidents arising after July 1, 2020, so all current claims and litigation involving the County with an occurrence date of July 1, 2020, or later are covered under the County’s in-house \$200,000 Self-Insured-Retention (SIR) insurance program. Since 50% of the County’s current open litigated matters and a few recent claims fall under the previous \$10,000 SIR policy, staff is continuing to gather information on cost and assess exposure on risk reserves.

Challenges

Although the County purchases General Liability coverage there are some claims that insurance will not cover, e.g., contractual liability. In these instances, a budget will need to be established and costs managed to minimize overall exposure.

Accomplishments:

- Completed the first full year of the transfer of General Liability Insurance Program and Liability Cost Allocation functions from Human Resources to the office to centralize the functions and tracking of claims and litigation with a goal of identifying ways to minimize and avoid liability, as well as to better manage risk. The General Liability Insurance Program includes:
  - Coordination/Management of the County’s first-party property claims.
  - Subrogation.
  - Collaboration with departments on insurance language/requirements for capital improvement projects.
  - Review approval and negotiation of insurance requirements/language contained in all County contracts.
  - Review and handling of insurance for special events, adding agencies/firms as additional insureds and seeking the endorsements.
  - Reviewing existing Certificates of Insurance with Additional Insureds named coming up for renewal to determine if renewal is warranted, or if Certificates should be removed.
  - Responsibility for completing insurance renewal applications, providing documentation and data to PRISM/Alliant for General Liability, Medical Malpractice, Cyber, Crime bond, Pollution, Special Liability Insurance Program, and Watercraft policies.
- Continued proactive claims and litigation management and oversight to continue to alleviate pressure on the County’s insurance premium, thereby resulting in savings to departments for their allocated share of liability insurance costs.
- Successfully obtained required information from various countywide sources to submit the General Liability and Medical Malpractice Renewal Applications before the deadline. In addition, various items within the application were updated to provide more specific and accurate information.

**WORKLOAD INDICATORS**

During FY2021/22:

- Received 74 separate government claims filed against the County of which 47 claims were resolved without any payment, exposure or liability to the County, 23 claims had negotiated settlements, 1 claim was settled in litigation, and 3 claims are pending in litigation.
- Actively managed 11 separate lawsuits of which 5 were dismissed.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,767,806 or 27.8% in revenues and an increase in expenditures of \$3,439,300 or 34.6% in appropriations. As a result, use of Fund Balance increased by \$671,494.

Primary Funding Sources

The primary funding source for the General Liability Department are the charges allocated to departments based on a proportional share of liability insurance costs.

The Recommended Budget includes \$12,713,806 in revenues including the following:

- Charges for Services of \$11,709,806 reflect an increase of \$2,590,806 or 27.8% when compared to the FY2022/23 Adopted Budget. Charges for Services include the charges allocated to departments based on their share of liability insurance costs.
- Miscellaneous Revenues of \$994,000 reflect an increase of \$177,000 or 21.7% when compared to the FY2022/23 Adopted Budget and includes State reimbursement for Malpractice Insurance from the Health and Social Services Department (H&SS).

Primary Costs

The Recommended Budget includes \$13,385,300 in appropriations including the following:

- Services and Supplies of \$12,313,806 reflect an increase of \$2,617,806 or 27% when compared to the FY2022/23 Adopted Budget primarily due to the following:
  - Insurance – Other of \$9,800,600 reflect an increase of \$1,562,500 or 19.0% due to an increase in the preliminary rates received from PRISM, which includes coverage for General Liability, which increased by 41%; Cyber Liability, which increased by 64%; Pollution Liability, which increased by 15% and Master Crime, which increased by 100% from PRISM's FY2022/23 premium costs.
  - Insurance Claims of \$1,303,000 reflect an increase \$672,100 or 106.5% for general liability claims costs under the \$200,000 self-insured retention. This significant increase is based on claim history and cost as indicated in the most recent actuarial report.
  - Malpractice Insurance of \$944,000 reflect an increase of \$177,000 or 21.7%. Malpractice Insurance costs are offset 100% by State reimbursement via H&SS.
  - Other Professional Services of \$213,956 reflect a significant increase of \$203,956 or 2039.6%. This increase is primarily due to the reimbursement of the Claims and Litigation Manager's salary and benefits costs based on the percentage of time dedicated General Liability.
- Other Charges of \$1,071,494 reflect an increase of \$821,494 or 328.6% primarily due to increased Countywide Administrative Overhead costs and non-covered liability claim costs.

Fixed Assets

None.

**1831 – Fund 060-General Liability**  
**Bernadette Curry, County Counsel**  
**County Liability**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	0	10,000	10,000	0	0.0%
CHARGES FOR SERVICES	7,506,943	9,119,000	11,709,806	2,590,806	28.4%
MISC REVENUE	382,579	817,000	994,000	177,000	21.7%
<b>TOTAL REVENUES</b>	<b>7,889,522</b>	<b>9,946,000</b>	<b>12,713,806</b>	<b>2,767,806</b>	<b>27.8%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	7,779,264	9,696,000	12,313,806	2,617,806	27.0%
OTHER CHARGES	301,233	250,000	1,071,494	821,494	328.6%
<b>TOTAL APPROPRIATIONS</b>	<b>8,080,496</b>	<b>9,946,000</b>	<b>13,385,300</b>	<b>3,439,300</b>	<b>34.6%</b>
<b>NET GAIN(LOSS)</b>	<b>(190,974)</b>	<b>0</b>	<b>(671,494)</b>	<b>(671,494)</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget represents the second year of implementation of the transition of the General Liability Budget from Human Resources – Risk Management to County Counsel. Adjustments continue to be made to refine the program to meet the needs of the County.

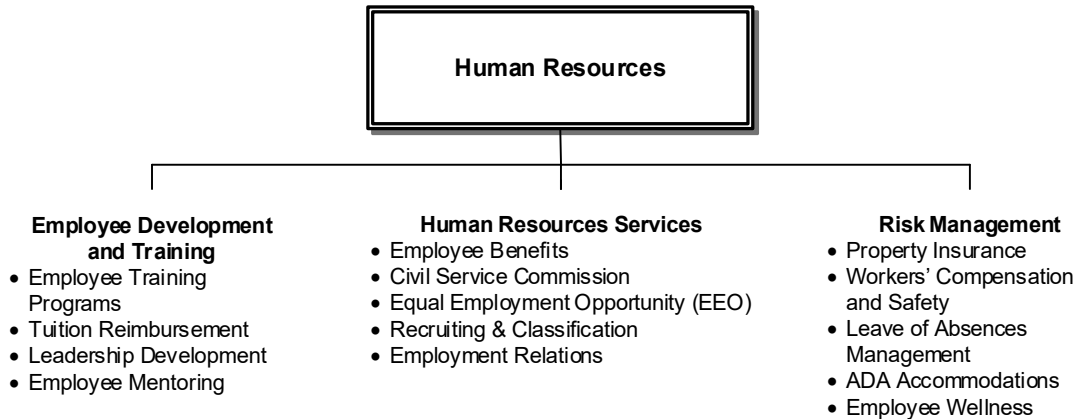
**SUMMARY OF POSITION CHANGES**

There are no positions directly allocated in this budget. Staffing is provided by a position that is allocated to County Counsel and billed to General Liability.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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





**DEPARTMENTAL PURPOSE**

The department provides centralized administrative support services to assist County departments in addressing the Board’s priorities in relation to the County’s workforce.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	5,337,144
FY2023/24 Recommended:	6,193,605
County General Fund Contribution:	1,421,547
Percent County General Fund Supported:	23.0%
Total Employees (FTEs):	26.0

**FUNCTION AND RESPONSIBILITIES**

The Human Resources Department’s mission is to be a strategic partner who provides internal customers with high quality services and fosters an environment where a well-qualified and trained workforce succeeds. The department aims to be a trusted and credible partner, providing quality human resources programs and services which meet the ever-changing needs of the County and its employees. The department has three principal units.

Human Resources (HR) (BU 1500) provides centralized human resources services in all areas including personnel and civil service administration, recruitment and selection, equal employment opportunities, employee and labor relations, classification, and benefits administration.

Employee Development and Training (BU 1103) provides skill development and supervisory training, oversees a leadership development program, funds the County’s tuition reimbursement program, and provides recognition to employees for exceptional service contributions to the County.

Risk Management (BU 1830) administers loss control insurance, workers’ compensation, and safety programs, and manages the disability and disabled employee leave programs.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- The County continues to experience a high vacancy rate in allocated positions due to continued, historically low statewide unemployment, retirements, and employee turnover.

Accomplishments:

- Completed labor negotiations with all 19 collective bargaining units and executed new agreements expiring in October 2025.
- Continued the effort to shorten the recruitment timeline by utilizing online examinations created by HR.

Debbie Vaughn, Interim Director of Human Resources  
Personnel

- Expanded recruitment outreach using social media (e.g., Indeed and LinkedIn) to increase diversity outreach and target industry-specific outlets to seek potential applicants. HR attended six virtual job fairs and two in-person job fairs, including one with Solano Community College and one with Travis Air Force Base.

**WORKLOAD INDICATORS**

During the period July 1, 2022 – February 28, 2023, the department:

- Processed 563 requisitions to fill vacancies compared to 597 during the same period in FY2021/22.
- Opened 180 recruitments compared to 191 in FY2021/22.
- Reviewed 7,547 job applications compared to 7,152 during that same period in FY2021/22.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
HUMAN RESOURCES SERVICES	4,412,454	4,662,324	4,772,058	109,734	2.4%
<b>TOTAL REVENUES</b>	<b>4,412,454</b>	<b>4,662,324</b>	<b>4,772,058</b>	<b>109,734</b>	<b>2.4%</b>
<b>APPROPRIATIONS</b>					
HUMAN RESOURCES SERVICES	4,118,681	5,940,564	6,193,605	253,041	4.3%
<b>TOTAL APPROPRIATIONS</b>	<b>4,118,681</b>	<b>5,940,564</b>	<b>6,193,605</b>	<b>253,041</b>	<b>4.3%</b>
<b>NET COUNTY COST</b>					
HUMAN RESOURCES SERVICES	(293,773)	1,278,240	1,421,547	143,307	11.2%
<b>NET COUNTY COST</b>	<b>(293,773)</b>	<b>1,278,240</b>	<b>1,421,547</b>	<b>143,307</b>	<b>11.2%</b>

STAFFING	2021/22	2022/23	2023/24	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
HUMAN RESOURCES SERVICES	23	25	26	1	4.0%
<b>TOTAL STAFFING</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>1</b>	<b>4.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$109,734 or 2.4% in revenues and an increase of \$253,041 or 4.3% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, Net County Cost increased by \$143,307 or 11.2%.

Primary Funding Sources

The primary funding source for the department is Countywide Administrative Overhead of \$4,632,008 for reimbursements from County departments for their allocated share of costs for recruiting, classification, benefits administration, and other HR functions provided by the department. In addition, HR receives Departmental Administrative Overhead revenue for the HR Director’s time spent in Risk Management, and other revenue for the administrative allowances received from the County’s 457 Deferred Compensation Plan provider.

The Recommended Budget includes an increase of \$109,734 or 2.4% in revenues primarily due to an increase in Countywide Administrative Overhead charges.

Primary Costs

The Recommended Budget of \$6,193,605 reflects an increase of \$253,041 or 4.3% in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$188,566 or 4.1% primarily due to negotiated and approved labor contracts and the transfer of 1.0 FTE Office Assistant II from Employee Development and Training (BU 1103) to HR.

## Functional Area Summary

## 1500 – Fund 001-Human Resources Debbie Vaughn, Interim Director of Human Resources Personnel

- Services and Supplies reflect an increase of \$65,709 or 5.6% primarily due to increases in Other Professional Services related to CalPERS health administration fees and a contract for Equal Employment Opportunity (EEO) investigations, software maintenance costs, and central data processing charges.

### Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$200,000 for Equal Employment Opportunity (EEO) investigation services.
- \$150,000 for CalPERS health administration fees.
- \$135,848 for NEOGOV applicant tracking and onboarding system, JobAps applicant tracking, and OrgPublisher software.

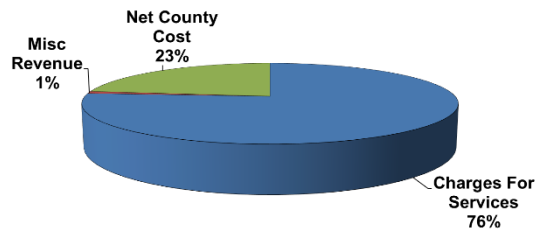
### Fixed Assets

None.

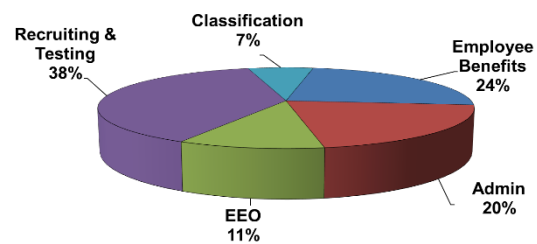
### DEPARTMENT COMMENTS

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	4,321,664	4,572,024	4,720,008	147,984	3.2%
MISC REVENUE	90,790	90,300	52,050	(38,250)	(42.4%)
<b>TOTAL REVENUES</b>	<b>4,412,454</b>	<b>4,662,324</b>	<b>4,772,058</b>	<b>109,734</b>	<b>2.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,198,775	4,616,657	4,805,223	188,566	4.1%
SERVICES AND SUPPLIES	778,339	1,169,468	1,235,177	65,709	5.6%
OTHER CHARGES	97,671	94,931	94,287	(644)	(0.7%)
OTHER FINANCING USES	29,056	45,058	48,368	3,310	7.3%
INTRA-FUND TRANSFERS	14,841	14,450	10,550	(3,900)	(27.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,118,681</b>	<b>5,940,564</b>	<b>6,193,605</b>	<b>253,041</b>	<b>4.3%</b>
<b>NET COUNTY COST</b>	<b>(293,773)</b>	<b>1,278,240</b>	<b>1,421,547</b>	<b>143,307</b>	<b>11.2%</b>

### SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

Debbie Vaughn, Interim Director of Human Resources  
Personnel

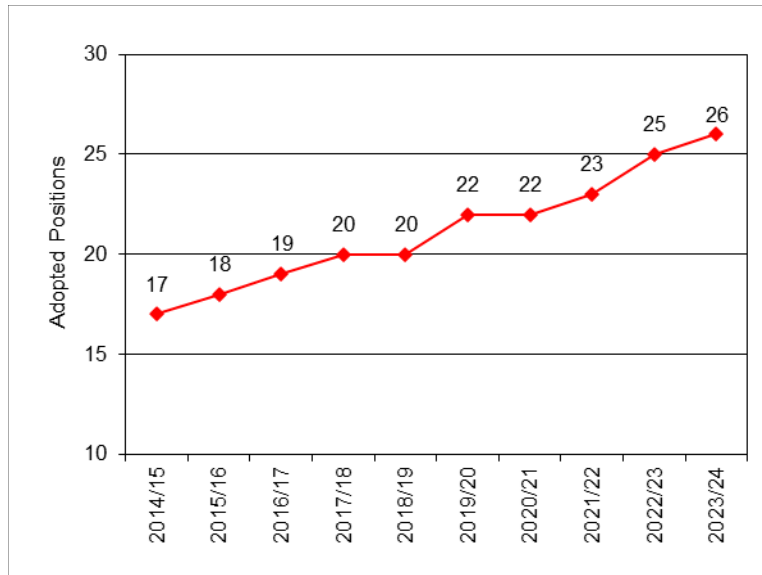
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**SUMMARY OF POSITION CHANGES**

The FY2023/24 Recommended Budget includes one position change:

- Transfer 1.00 FTE Office Assistant II from Employee Development & Training (BU1103) to Human Resources (BU1500).

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County continues to experience turnover and retirements, and the recruitment team continues to expand its presence through social media outreach, streamlining processes and attending multiple job fairs including industry-specific career fairs. Additionally, the department is looking to increase workforce retention through workforce development, employee engagement, and classification minimum qualification review.

HR is working on amendments to County policies and the Civil Service Rules that would streamline recruitment and selection. The department piloted several recruitments using its new applicant tracking program, NEOGOV.

The department is also evaluating changes in policies and procedures to improve retention of current employees.

**Summary of Other Administered Budgets**

**1500 – Fund 001-Human Resources  
Debbie Vaughn, Interim Director of Human Resources  
Personnel**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1103 EMPLOYEE DEVELOPMENT & TRAININ	633,385	591,448	747,939	156,491	26.5%
1830 RISK MANAGEMENT	15,855,328	13,345,528	14,676,438	1,330,910	10.0%
<b>APPROPRIATIONS</b>					
1103 EMPLOYEE DEVELOPMENT & TRAININ	693,982	919,235	863,455	(55,780)	(6.1%)
1830 RISK MANAGEMENT	13,154,440	15,990,700	18,183,026	2,192,326	13.7%
<b>NET CHANGE</b>					
1103 EMPLOYEE DEVELOPMENT & TRAININ	60,597	327,787	115,516	(212,271)	(64.8%)
1830 RISK MANAGEMENT	2,700,888	(2,645,172)	(3,506,588)	(861,416)	32.6%

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

**1103 – Fund 001-Employee Development & Training Summary of Other Administered Budgets**  
**Debbie Vaughn, Interim Director of Human Resources**  
**Legislative & Administration**

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**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.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	844,439
FY2023/24 Recommended:	863,455
County General Fund Contribution:	115,516
Percent County General Fund Supported:	13.4%
Total Employees (FTEs):	3

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- Identifying a solution to the manual tracking and transferring, into the PeopleSoft HRMS, of employees’ completed course records. The current manual system is time consuming, resulting in delays in updating employee files. The challenge is to find a Learning Management System that will interface with the PeopleSoft HRMS.

Accomplishments:

- Due to the COVID-19 pandemic, continued to offer County trainings and New Employee Orientation online through Target (Vector) Solutions and virtual training through Microsoft Teams, Web-Ex, and Zoom.
- Implemented four mandatory Diversity, Equity, and Inclusion (DEI) training classes for County Employees – “Get Inclusive” Series: DEI Inclusion in the Workplace, Microaggressions in the Workplace, Unconscious Bias in the Workplace and Inclusive Hiring (Supervisors and Managers).
- Added new training classes into Target (Vector) Solutions Course Library – Critical Thinking and Problem Solving, Developing Your Leadership Style, Get SMARTER with Goals, Home Visitation Safety Basics, and How to Handle Workplace Challenges.
- Partnered with Anthem, the County’s Employee Assistance Plan vendor, to provide virtual trainings on Quality Improvement, Promoting to a Manager Position, Respect for All in the Workplace, Compassionate Leadership, Critical Thinking, Dealing with the Elephant in the Room, and How to be an Inclusive Leader.
- Offered four sessions through Fred Pryor Learning Seminars on Developing Emotional Intelligence for Lead Workers, Supervisors, and Managers.
- Added new Microsoft (MS) Excel Computer Classes – MS Excel Charting, Dashboards, and Advanced Formulas and Functions.
- Coordinated and sponsored the tenth cohort of County employees through the County’s Mentoring Program.
- Hosted Board of Supervisors’ Recognition presentation for Solano County managers and supervisors who completed the CSAC Institute Leadership Academy for Professional Development.
- Added an Organizational Development and Training Specialist position to assist with creating and providing a hybrid of e-learning / in-person training classes, as well as to administer Target Solutions and any future Learning Management System.

**WORKLOAD INDICATORS**

- 33,144 training spaces were occupied by employees from July 1, 2022 through February 24, 2023, compared to 12,319 training spaces during that same period in FY2021/22.
- Offered 82 professional development/training sessions, excluding County-mandated sessions, to County employees compared to 64 sessions last fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$156,491 or 26.5% in revenues and a decrease of \$55,780 or 6.1% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, Net County Cost decreased by \$212,271.

**Summary of Other Administered Budgets 1103 – Fund 001-Employee Development & Training**  
**Debbie Vaughn, Interim Director of Human Resources**  
**Legislative & Administration**

Primary Funding Source

The primary funding source for this division is Charges for Services, which includes Countywide Administrative Overhead of \$741,939 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 FY2023/24 Recommended Budget includes an increase of \$156,491 or 26.5% in revenues partially due to an increase in Countywide Administrative Overhead reimbursement.

Primary Costs

The FY2023/24 Recommended Budget includes a decrease of \$55,780 or 6.1% in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect a net decrease of \$64,019 or 10.1% primarily due to the transfer of 1.0 FTE Office Assistant II from the Employee Development and Training budget to the Human Resources budget (BU1500), partially offset by negotiated and approved labor contracts.
- Services and Supplies reflect a net increase of \$9,006 or 3.5% primarily due to an increase of \$18,540 in education and training, partially offset by decreases in computer components and employee recognition costs.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHARGES FOR SERVICES	633,385	591,448	747,939	156,491	26.5%
<b>TOTAL REVENUES</b>	<b>633,385</b>	<b>591,448</b>	<b>747,939</b>	<b>156,491</b>	<b>26.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	442,262	634,860	570,841	(64,019)	(10.1%)
SERVICES AND SUPPLIES	231,837	260,572	269,578	9,006	3.5%
OTHER CHARGES	15,204	13,906	13,470	(436)	(3.1%)
OTHER FINANCING USES	4,161	5,597	5,266	(331)	(5.9%)
INTRA-FUND TRANSFERS	518	4,300	4,300	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>693,982</b>	<b>919,235</b>	<b>863,455</b>	<b>(55,780)</b>	<b>(6.1%)</b>
<b>NET COUNTY COST</b>	<b>60,597</b>	<b>327,787</b>	<b>115,516</b>	<b>(212,271)</b>	<b>(64.8%)</b>

<b>STAFFING</b>					
EMPLOYEE DEV. & TRAINING	3	4	3	(1)	(25.0%)
<b>TOTAL STAFFING</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>(1)</b>	<b>(25.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

The FY2023/24 Recommended Budget includes the following position changes:

- Transfer 1.00 FTE Office Assistant II from Employee Development & Training (BU1103) to Human Resources (BU1500).

**1103 – Fund 001-Employee Development & Training Summary of Other Administered Budgets**  
**Debbie Vaughn, Interim Director of Human Resources**  
**Legislative & Administration**

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County continues to face a demographic change of an aging workforce with mid, senior, and executive managers in the County nearing retirement in larger numbers, leaving a potential gap. In anticipation of the forecasted change, the County reinstated the Solano Leadership Academy training program in FY2013/14 to help address development of mid-managers and supervisors and has established another senior leadership development training cohort to prepare individuals for executive leadership roles. These programs have been offered every other fiscal year. To provide ongoing development of our senior and executive managers in the upcoming fiscal year, funding has been requested for a cohort of managers to attend the National Association of Counties (NACo) online academy. The NACo Academy is a 12-week online program that provides training in leadership, organizations development, change management, negotiation and collaboration, effective business communication, and how to deliver increased value from high performance county management.



**FUNCTION AND RESPONSIBILITIES**

The Risk Management Division administers loss control insurance, workers’ compensation, and safety programs, and manages the disability and disabled employee leave programs.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	14,405,665
FY2023/24 Recommended:	18,183,026
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	7.7

1821 Administration

This program oversees and directs the administration and management of the Workers’ Compensation Programs; directs the administration and management of the Occupational Health Program; coordinates employee wellness programs, pre-appointment physical examinations, Americans with Disabilities Act (ADA) accommodations and disability leave management; purchases commercial property insurance for County-owned and/or leased buildings and purchases other insurance for specific risks associated with operations of various departments.

1823 Workers’ Compensation and Safety

This program monitors and directs administration of the Workers’ Compensation program through the County’s self-insurance program and excess coverage through PRISM; provides disability management services; implements Cal/OSHA mandated loss prevention and safety programs; administers the County’s Occupational Health and Safety Program; staffs the countywide Safety Committee; and administers the County’s Employee Wellness Program.

1824 Property

This program ensures that all County property is covered by adequate property casualty, boiler and machinery, and earthquake insurance policies, and works on behalf of 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:

- Healthcare provider and service shortages is the number one challenge faced in workers’ compensation and pre-employment programs.
- Reducing workers’ compensation costs and implementing programs to effectively reduce the County’s overall program expenses.
- Expansion of presumption laws continue to broaden the responsibility scope for the workers’ compensation industry.
- Reducing property claims including assessing the current loss deductibles charged to departments by evaluating frequency, severity and types of claims leading to loss prevention initiatives throughout the County.
- Increasing the employee engagement participation in the Solano County Wellness Program by offering personal wellness trainings and activities.

Accomplishments:

- Solano County received the Gold Award for the first time from the American Heart Association’s “Workplace Wellbeing Score Card” recognition in 2022. This is the seventh consecutive year an award has been received.
- In November 2022, the Ergonomics Program process for the County was revamped to serve employees in a virtual capacity. The evaluation process requires employees take a proactive and preventative approach with regards to ergonomics in the workplace and seek resources for assistance prior to requesting an assessment from Risk Management.

- The Employee Wellness Program continues to work with partners, including Kaiser Permanente and Nationwide, to provide a wide selection of nearly 100 wellness webinars for employees.
- Four wellness challenges and promotions on various wellness topics were conducted with the “My Well Site” app, with active use increasing 30% over the previous FY2021/22.
- Revisions to the FMLA policy were completed and approved by the Board of Supervisors in January 2022.
- The County’s Emergency Action Plan (EAP) was updated in December 2022.

**WORKLOAD INDICATORS**

During the period July 1, 2022 – February 28, 2023:

- The number of reported workers’ compensation claims was 665 compared to 476 during the same period in FY2021/22; 411 of the 665 claims reported were COVID-19 related.
- Closed 652 workers’ compensation claims compared to 312 during the same period in FY2021/22.
- Processed 4,553 FMLA/Discretionary/Labor Code 4850 leave of absence letters compared to 6,099 in FY2021/22.
- Completed 273 in-person ergonomic evaluations compared to 156 in FY2021/22.
- Solano County’s Wellness Ambassador program continues with volunteer employees who promote employee wellness in their departments. The Wellness Ambassador program is active with 46 ambassadors, compared to 41 last year.
- Active users on the County’s “My Well Site” increased from 110 users to 159 users. A total of four wellness challenges and promotions were conducted and well-advertised. Meetings and trainings are being provided to Wellness Ambassadors to increase awareness and involvement.
- Completed 360 ADA interactive meetings/accommodations compared to 410 in FY2021/22.
- Coordinated 228 pre-appointment physicals compared to 338 in FY2021/22.
- Coordinated 204 pre-appointment drug screens compared to 144 in FY2021/22.
- Provided 29 respirator fit tests for employees who are expected to wear respirators as personal protective equipment compared to 45 in FY2021/22.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,330,910 or 10.0% in revenues and an increase of \$2,192,326 or 13.7% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, use of fund balance increased by \$861,416.

**1821 Administration**

Primary Funding Source

The Administration Division is funded through Intrafund Transfers of \$1,685,615 to the Risk Management operating divisions. These charges are estimated to increase by \$92,638 or 5.8% when compared to FY2022/23 Adopted Budget.

Primary Costs

The primary costs for the Administration Division are:

- Salaries and Employee Benefits of \$734,881 reflect a decrease of \$104,231 or 12.4% primarily due to hiring new staff at entry level.
- Services and Supplies of \$308,396 reflect an increase of \$3,913 or 1.3% primarily due to increases in computer and phone related and software maintenance costs offset by decreases in education and training and ergonomic equipment costs.
- Other Charges of \$633,226 reflect an increase of \$192,088 or 43.5% primarily due to Countywide Administrative Overhead costs.

Fixed Assets

None.

**1823 Workers' Compensation and Safety**

The Recommended Budget represents an increase of \$925,000 or 10.1% in revenues and an increase of \$1,825,000 or 16.6% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Source

The primary funding source for the Workers' Compensation Division is from charges to user departments for their allocated share of workers' compensation insurance. These revenues are estimated to increase by \$925,000 or 10.3% when compared to last fiscal year for a total recovery in FY2023/24 of \$9,940,000.

Primary Costs

The primary costs for Workers' Compensation and Safety Division are:

- Insurance – Other of \$4,720,000 reflect an increase of \$1,201,000 or 34.1% mainly due to an increase in the preliminary insurance rates received from PRISM. Included are:
  - Excess Workers' Compensation Insurance of \$4,370,000.
  - Department of Industrial Relations of \$350,000.
- Insurance Claims of \$5,204,715 reflect an increase of \$582,415 or 12.6% due to an increase in anticipated payouts for workers' compensation insurance claims.
- Other Professional Services of \$842,756 reflect an increase of \$14,332 or 1.7% due to an increase for workers' compensation claims third-party administration services and pre-employment testing services.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$492,058 for Workers' Compensation third party claims administration fees.
- \$150,000 Kaiser Permanent for pre-employment physicals.

Fixed Assets

None.

**1824 Property**

Primary Funding Source

The primary funding source for the Property Insurance Division is charges to user departments for their allocated share of property insurance expenses. Revenues of \$4,581,438 are estimated to increase by \$405,910 or 9.7%. For FY2023/24, the department will use \$540,000 in Fund Balance to offset the cost of property insurance for departments.

Primary Costs

The primary costs for the Property Division are:

- Insurance – Other of \$4,912,157 reflect an increase of \$501,278 or 11.4% due to higher projected insurance rates which includes the following programs:
  - Property Insurance of \$4,863,157.
  - Bond Insurance of \$39,400.
  - Airport Liability Insurance of \$5,800.
  - Watercraft Insurance of \$3,800.

**1830 – Fund 060-Risk Management**

**Summary of Other Administered Budgets**

**Debbie Vaughn, Interim Director of Human Resources  
Other General**

- Insurance Claims of \$125,000 reflect no change 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.

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. The Unemployment Division built up an excess reserve that allows the division to provide a rate holiday to user departments.

Primary Costs

The primary costs for the Unemployment Division are Insurance Claims of \$185,808 which reflect a decrease of \$141,215 or 43.2%.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	81,362	160,000	160,000	0	0.0%
CHARGES FOR SERVICES	15,767,806	13,185,528	14,516,438	1,330,910	10.1%
MISC REVENUE	6,161	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>15,855,328</b>	<b>13,345,528</b>	<b>14,676,438</b>	<b>1,330,910</b>	<b>10.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	948,079	1,317,767	1,156,963	(160,804)	(12.2%)
SERVICES AND SUPPLIES	11,833,172	14,218,734	16,381,507	2,162,773	15.2%
OTHER CHARGES	364,770	441,138	633,226	192,088	43.5%
OTHER FINANCING USES	8,420	13,061	11,330	(1,731)	(13.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>13,154,440</b>	<b>15,990,700</b>	<b>18,183,026</b>	<b>2,192,326</b>	<b>13.7%</b>
<b>NET GAIN(LOSS)</b>	<b>2,700,888</b>	<b>(2,645,172)</b>	<b>(3,506,588)</b>	<b>(861,416)</b>	<b>32.6%</b>

<b>STAFFING</b>					
RISK MANAGEMENT	8.7	7.7	7.7	0	0.0%
<b>TOTAL STAFFING</b>	<b>8.7</b>	<b>7.7</b>	<b>7.7</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Controlling worker's compensation costs will be an ongoing challenge.



**Elections**

- Voter Registration
- Election Administration
- Redistricting Coordination
- Voter Information
- Candidate Information
- Campaign Disclosures
- Economic Interest
- Initiatives / Petitions

**DEPARTMENTAL PURPOSE**

The Registrar of Voters (ROV) is a Division of the Department of Information Technology charged with conducting fair and impartial federal, State, local, and school elections as mandated by the Constitutions of the United States and the State of California, the State of California Elections Code, Government Code, Education Code, Health & Safety Code, and the Water Code.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	\$6,827,473
FY2023/24 Recommended:	\$7,345,864
County General Fund Contribution:	\$7,286,364
Percent County General Fund Supported:	99.2%
Total Employees (FTEs):	9

**FUNCTION AND RESPONSIBILITIES**

There are six established election dates over a two-year election cycle. Elections are scheduled in Solano County in November every year, and March, April, or June in even years. Additional elections may be scheduled in 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**

- ROV continues to successfully conduct elections with multiple options for voters. During the previous year, ROV conducted two elections. Significant challenges included:
  - Continuing to provide safety and security of staff and over 1,100 poll workers.
  - Scaling workload and operations to process a high volume of vote by mail ballots returned on election day.
  - Managing expectations regarding timing of final election results when ballots are returned later in the election calendar.
  - Continued with expanded ballot drop-off locations for voters and picked up ballots daily from all locations.
- Continued to work closely with the Secretary of State in 2022 and 2023 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. The ROV continues to work with the Secretary of State to improve duplicate match criteria to help reduce potential duplicate voters within the statewide voter registration system.
- Despite the current schedule of elections which provides for large gaps of time where community partners are not involved with County operations, ROV continues to work with election partners to increase “adopted” polling places by groups and organizations with 50% of locations adopted in the 2022 Statewide General Election.
- Election preparations allowed staff to maintain a same-day processing schedule for all ballots received prior to election day.

**Functional Area Summary**

**1550 – Fund 001-Registrar of Voters  
Timothy P. Flanagan, Chief Information Officer  
Elections**

This allowed for faster results released on election night, and fewer ballots to count post-election compared to other California counties.

- Continued to experience an increase in voter registrations and re-registrations through the automatic Department of Motor Vehicles (DMV) registration process.

**WORKLOAD INDICATORS**

- ROV staff processed a total of 101,092 voter file transactions in FY2022/23. Of this number, 98,750 transactions were voters re-registering through DMV, National Change of Address (NCOA), or online voter registration forms. ROV maintains significant efficiencies through the increased use of online voter registration and the statewide VoteCal system. More than 97% of all voter registration transactions are now handled via automated processing versus manual entry.
- Consistent with previous years, 2022 Vote-by-Mail (VBM) turnout continued at a high level and comprises a significant portion of the work for the ROV office. All voters are now considered vote by mail voters through State law. Turnout of in-person voting now represents only 8% of the overall turnout. Due to these changes, the ROV has increased services for vote by mail voters, providing additional 30-day locations to drop off ballots, additional 5-day curbside locations, and one 24-hour secure ballot box.
- ROV experienced a significant increase in VBM returns on election day. Over 50% of VBM returns were dropped off on Election Day. The ROV continues to improve efficiency in processing the increased VBM on Election Day.
- ROV has implemented cross-training of staff between major election cycles which has required conducting multiple test or mock elections to ensure procedures are updated and the system works according to legislative requirements. In FY2022/23, ROV conducted a scheduled Statewide General Election plus the Benicia Unified School District vacancy special election.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ELECTIONS	3,378,779	911,000	59,500	(851,500)	(93.5%)
<b>TOTAL REVENUES</b>	<b>3,378,779</b>	<b>911,000</b>	<b>59,500</b>	<b>(851,500)</b>	<b>(93.5%)</b>
<b>APPROPRIATIONS</b>					
ELECTIONS	8,844,103	6,750,742	7,345,864	595,122	8.8%
<b>TOTAL APPROPRIATIONS</b>	<b>8,844,103</b>	<b>6,750,742</b>	<b>7,345,864</b>	<b>595,122</b>	<b>8.8%</b>
<b>NET COUNTY COST</b>					
ELECTIONS	5,465,324	5,839,742	7,286,364	1,446,622	24.8%
<b>NET COUNTY COST</b>	<b>5,465,324</b>	<b>5,839,742</b>	<b>7,286,364</b>	<b>1,446,622</b>	<b>24.8%</b>

STAFFING					
ELECTIONS	9	9	9	0	0.0%
<b>TOTAL STAFFING</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$851,500 or 93.5% in revenues and an increase of \$595,122 or 8.8% in appropriations when compared to FY2022/23 Adopted Budget. As a result, the Net County Cost increased by \$1,446,622 or 24.8%.

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Primary Funding Sources

The primary funding source for the department is the General Fund, which is comprised of \$7,286,364 or 99.2% of the Recommended Budget.

The Recommended Budget includes a \$851,500 or 93.5% decrease in revenues primarily due to the following:

- Charges for Services reflect a decrease of \$879,000 which represents billings to participating entities. To the greatest extent permitted by law, ROV costs are billed to the entities participating in an election. The March 2024 Presidential Primary Election does not have any participating local districts; limiting charges for services.

Primary Costs

The Recommended Budget of \$7,345,864 reflect a \$595,122 or 8.8% increase in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$1,932,503 reflect an increase of \$86,604 or 4.7% due to negotiated and approved labor contracts.
- Services and Supplies of \$4,285,498 reflect an increase of \$308,180 or 7.7% primarily due to increased costs to conduct the March 2024 Presidential Primary Election, insurance costs, and central data processing charges for additional GIS services required to maintain additional district boundaries for upcoming elections.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$359,500 for election equipment and supply deployment and retrieval.
- \$179,484 for annual maintenance and support services.
- \$113,750 for electronic poll book annual maintenance and support.
- \$53,500 for poll worker management system, online training, and election night reporting.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

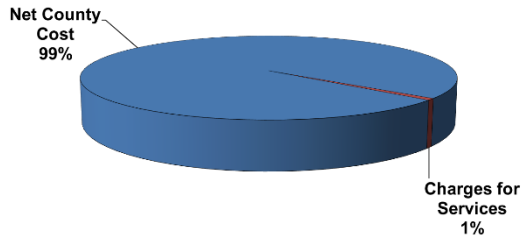
The Recommended Budget includes an increase in services and supplies related to having a Primary Presidential Election in the fiscal year. The department continues to review business process improvements to further streamline services and reduce operating costs where possible.

The department is responsible for managing a significant increase in district boundaries due to cities and school districts dividing into district-based elections versus former at-large elections. All districts will have submitted new or updated district boundaries, which will require verification to ensure ROV has the correct information before conducting the next scheduled election for each district. This increased workload and subsequent election complexities has required the department to implement additional support from county GIS to manage the street updates, annexations, and perform an independent validation of correct assignment of voters within each district.

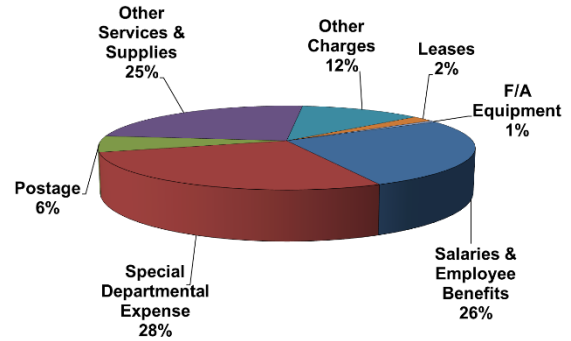
ROV continues to meet with stakeholders throughout the calendar year to discuss election process changes and how these changes may impact the citizens of Solano County.



**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	3,047,383	9,000	9,000	0	0.0%
CHARGES FOR SERVICES	331,121	902,000	50,500	(851,500)	(94.4%)
MISC REVENUE	274	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,378,779</b>	<b>911,000</b>	<b>59,500</b>	<b>(851,500)</b>	<b>(93.5%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,980,650	1,845,899	1,932,503	86,604	4.7%
SERVICES AND SUPPLIES	6,069,164	3,977,318	4,285,498	308,180	7.7%
OTHER CHARGES	746,267	895,405	898,436	3,031	0.3%
F/A EQUIPMENT	18,386	0	45,301	45,301	100.0%
LEASES	0	0	160,217	160,217	100.0%
OTHER FINANCING USES	11,311	12,720	14,509	1,789	14.1%
INTRA-FUND TRANSFERS	18,326	19,400	9,400	(10,000)	(51.5%)
<b>TOTAL APPROPRIATIONS</b>	<b>8,844,103</b>	<b>6,750,742</b>	<b>7,345,864</b>	<b>595,122</b>	<b>8.8%</b>
<b>NET COUNTY COST</b>	<b>5,465,324</b>	<b>5,839,742</b>	<b>7,286,364</b>	<b>1,446,622</b>	<b>24.8%</b>

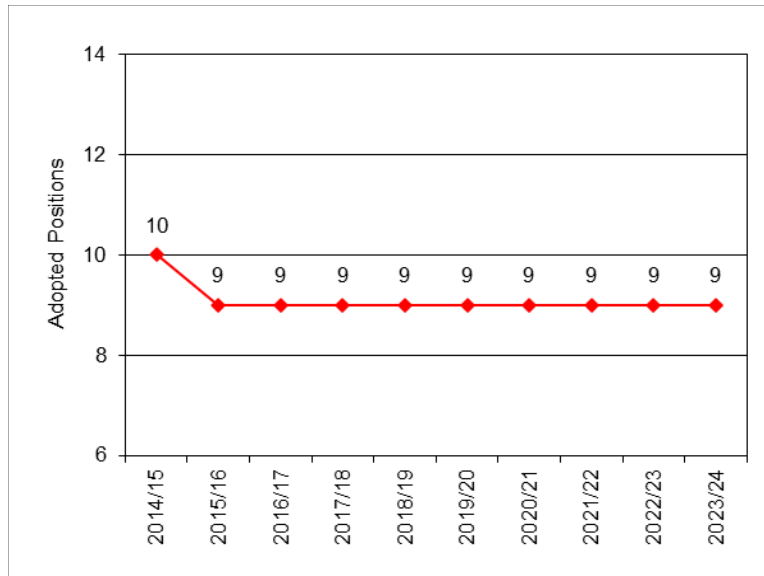
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes an increase in Services and Supplies related to the March 2024 Presidential Primary Election. The Primary Election will not have reimbursable costs from districts, as none are scheduled to participate in this election. As a result, Charges for Services is expected to decrease significantly.

**SUMMARY OF POSITION CHANGES**

There are no changes in the position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**

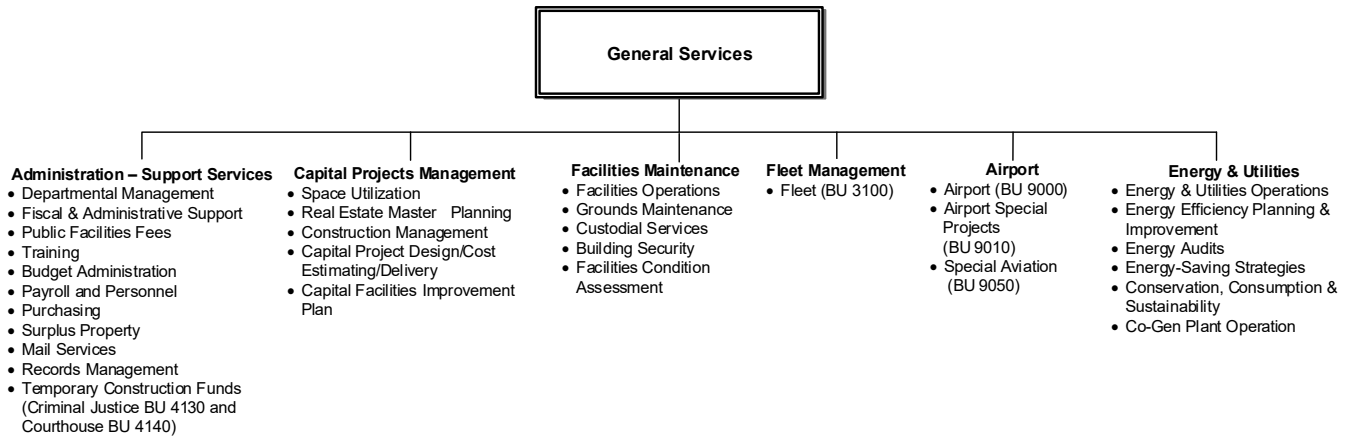


**PENDING ISSUES AND POLICY CONSIDERATIONS**

ROV will have additional and continued election costs for administrative changes required by the State Legislation for the 2024 elections and beyond. Specifically, ROV will continue to pay the cost of postage for all returned Vote-by-Mail ballots, allow for same day registrations to take place at all polling places in the County, increase vote by mail return locations and provide additional countywide notices to voters to inform them of the upcoming election process changes.

The department will monitor State and federal legislation related to election administration and vote by mail processing. Many counties in California have removed neighborhood polling places in favor of regional voting centers (Voters Choice Act Model). The department will continue to research the cost and long-term impact of this alternative method while continuing to monitor costs related to reduced turn-out at polling places.

ROV will continue to provide additional personal protective equipment (PPE) for staff and poll workers for in-person voting, increasing use of vote by mail options, and encouraging voting from home or from their vehicles at poll places when possible.



**DEPARTMENTAL PURPOSE**

The purpose of the Department of General Services is to provide County departments with reliable, quality, innovative support services in the areas of facilities management, capital projects management and central services that promote a clean, safe, and healthy place to live, learn, work, and play.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	27,772,428
FY2023/24 Recommended:	29,173,972
County General Fund Contribution:	5,680,693
Percent County General Fund Supported:	19.5%
Total Employees (FTEs):	97

**FUNCTION AND RESPONSIBILITIES**

Administration - Support Services

Sets and administers departmental policies and procedures and monitors for compliance; provides financial administration and fiscal control; manages personnel and payroll; provides administrative support for the department; provides support services to County departments, including purchasing, surplus property disposal, mail and courier services, and central records storage; supports the County Historical Records Commission; and administers the County’s capital projects and departmental budgets.

Capital Projects Management

Leads capital improvement planning, development, real estate management (BU 1640) and facility renewal of new and existing County facilities, providing comprehensive project management services. Capital Projects funding is included in Accumulated Capital Outlay (BU 1700).

Facilities Operations

- **Building Maintenance**  
 Provides a comprehensive facilities operations and management program including project support services, Heating Ventilation, and Air Conditioning (HVAC), electrical, life safety, building security services, and plumbing systems maintenance for the County’s over 2 million square feet of buildings and associated grounds including parking lots.
- **Grounds Maintenance**  
 Provides a comprehensive landscaping program to include maintaining turf, shrubs, trees, gardens, irrigation systems and weed/litter control on County owned property.

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- Custodial Services

Provides a comprehensive custodial program to include daily cleaning, floor and carpet care, window washing, floor restoration, and recycling and composting of food waste.

Energy & Utilities

Energy & Utilities 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.

The Department of General Services also oversees Fleet Management (BU3100) and the Airport (BU9000, 9010, and 9050).

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- The department is adapting to key staff changes due to attrition and retirements. In FY2022/23 the Support Services Division reached a peak vacancy rate of 43%. In filling vacant positions, the department is working to transfer institutional knowledge, train, mentor new staff, and monitor employee engagement. (*Administration - Support Services/Facilities Management*)
- Continue to coordinate the comprehensive County energy conservation project, proposed new Fairfield Hall of Justice, adjusting services for State adult and youth detention, and real estate acquisition opportunities with prior Board-approved master plans for County campuses. (*Capital Projects Management*)
- Monitor and maintain buildings that are aging, requiring increased maintenance and repairs and increased possibilities of equipment failures. Currently, Solano County's Facilities teams maintain 130,878 square feet of space per staff person, which is over the State industry standard. (*Facilities Management*)
- Implement a robust planned and preventive maintenance program to extend the lifecycle of building infrastructure reducing downtime, failures, and costs associated with reacting to emergencies. (*Facilities Management*)
- Facilities staff address critical equipment failures at multiple County buildings, with some equipment failures resulting in facility damage and the temporary inability to utilize space during repairs. Facilities maintenance teams work to address these critical equipment repairs with limited staffing due to vacancies. (*Facilities Management*)
- The grounds maintenance staff currently maintain 180+ acres or approximately 30 acres per staff, which limits efforts for general maintenance and reduces available time to work on water saving initiatives or projects to discourage individuals experiencing homelessness around the buildings. (*Facilities Management*)
- Monitor the rise in natural gas prices and the cost of goods and services and their impact on County operations and budget. (*Facilities Management*)

Accomplishments:

- Substantially progressed the Countywide Energy Conservation and Resiliency Project with installation of solar photovoltaic arrays at Health & Social Services campuses in Vacaville, Fairfield, and Vallejo, and at downtown Fairfield Library. (*Capital Projects Management*) Completed final security electronic systems upgrades at Animal Care Services Facility. (*Capital Projects Management*)
- Completed initial assessment of domestic and wastewater systems at Lake Solano Park. (*Capital Projects Management*)
- Completed the Solano Residential Mental Health and Adult Board and Care Facility in Fairfield. (*Capital Projects Management*)
- Completed key site assessments for countywide electric vehicle charger planning. (*Capital Projects Management*)
- Re-established Job Order Contracting project delivery method to ensure efficient delivery of projects. (*Capital Projects Management*)

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- Responded to a flood event at the health clinics at 2201 Courage Drive and through teamwork between the Building Trades, Custodial, and H&SS teams there was limited impact to the public and the clinic has been fully restored. (*Facilities Management*)
  - Responded to an underground flood event caused by the rupture of the Heating Water loop at the Hall of Justice. Due to the efforts of staff working through the night, the courts were able to resume operations the same week with minimal disruption. (*Facilities Management*)
  - Continued monitoring energy efficiency measures and resiliency measures in countywide property portfolio to prepare for future Public Safety Power Shutoffs. The department has managed two power interruptions to the downtown Fairfield campus without impact to facilities or staff. (*Facilities Management*)
  - Continue to support multiple projects including the Energy Conservation and Resiliency project, Facility Condition Assessment, building of the new Mental Health Residential Diversion campus, Electric Car Charging Project, and completed our first Arc Flash Assessment countywide. (*Facilities Management*)
  - Completed urgent building maintenance projects that include underground sewage line replacement, hot water storage tank replacement, fire alarm panel replacements, repaired multiple air handling units across the county which also includes the repair of the air handler structural frame at the Law and Justice building and re-vamped the installation to provide redundancy in the event of future failures. (*Facilities Management*)
  - On-going energy efficiency efforts are being incorporated into maintenance activities. Replaced end of life HVAC unit at the Heavy Fleet shop with an energy efficient model. Continue to replace lighting fixtures and controls to ensure the most efficient use and operation to reduce Solano County's electrical reliance. (*Facilities Management*)
  - On-going water conservation efforts are in place. Continue to replace plumbing fixtures with low flow or sensor cut-offs to reduce water waste. Landscaping is being changed to low water use plants along with updating irrigation systems to smart systems to reduce the amount of water used. (*Facilities Management*)
  - Custodial team completed afterhours detailed floor cleaning of carpets and hard flooring totaling approximately 600,000 square feet in the past 12 months. (*Facilities Management*)

**WORKLOAD INDICATORS**Administration - Support Services

- Responsible for the oversight and fiscal management of 11 departmental budgets, totaling approximately \$198.4 million. These departmental budgets include 113 individual budgets requiring direct oversight and fiscal management.
- Processed over 8,975 invoices totaling over \$41.9 million in FY2021/22 payments. Responsible for tracking 129 countywide utility accounts (53 Gas/Electric, 14 Garbage and 62 Water).
- From March 2022 through February 2023 processed 240 personnel actions, audited 93 employees time studies each pay-period to ensure accurate documentation of time for billing purposes, and scheduled/completed 1,214 mandated trainings for over 100 employees.
- Processed 1,902 purchase orders and processed 59 bids and Request for Proposals (RFP) from March 2022 through February 2023.
- Provided oversight and support for County records storage services to ensure appropriate retention period in accordance with County retention schedules and policies.
- Conducted surplus auctions which generated \$89,285 in revenues from March 2022 to February 2023.
- Reached 59,000 people through the Solano County Surplus Facebook page between March 2022, and March 2023.
- Processed and metered 1,079,498 individual pieces of USPS and Inter-office mail.
- Managed over 76 capital projects, including the various stages of design, planning, construction, and accounting, with a total estimated value of up to \$175 million in FY2022/23.

**1117 – Fund 001-General Services**  
**Megan M. Greve, Director of General Services**  
**Other General**

**Functional Area Summary**

Capital Projects Management

- Managed over 60 consultants and construction contracts valued at \$90 million.
- In FY2022/23, processed over 450 work orders for furniture and 14 approved small projects for County departments.
- Maintained space utilization and document databases for 2.5 million square feet of County facilities.

Facilities Management

- In FY2022/23, received, planned, and scheduled 3,591 work orders from County departments for maintenance and repairs of County facilities of which, 2,860 have been completed.
- Produced over 9,742,895 kilowatt hours of electricity from the County's Cogeneration Plant.
- As of April 2023, created 125 purchase orders for services and supplies in support of Facilities Management and processed 2,584 invoices for payments pertaining to facilities services, supplies, and equipment.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	931,571	836,836	1,250,413	413,577	49.4%
ARCHITECTURAL SERVICES	1,948,676	2,381,761	3,238,973	857,212	36.0%
CENTRAL SERVICES	1,987,680	1,785,257	2,234,196	448,939	25.1%
FACILITIES MAINTENANCE	<u>13,202,161</u>	<u>13,618,889</u>	<u>16,769,697</u>	<u>3,150,808</u>	<u>23.1%</u>
<b>TOTAL REVENUES</b>	<b>18,070,088</b>	<b>18,622,743</b>	<b>23,493,279</b>	<b>4,870,536</b>	<b>26.2%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	2,071,516	2,376,820	1,114,720	(1,262,100)	(53.1%)
ARCHITECTURAL SERVICES	2,362,651	2,927,497	3,858,124	930,627	31.8%
CENTRAL SERVICES	1,596,346	2,021,997	3,798,378	1,776,381	87.9%
FACILITIES MAINTENANCE	<u>15,794,991</u>	<u>19,056,099</u>	<u>20,402,750</u>	<u>1,346,651</u>	<u>7.1%</u>
<b>TOTAL APPROPRIATIONS</b>	<b>21,825,504</b>	<b>26,382,413</b>	<b>29,173,972</b>	<b>2,791,559</b>	<b>10.6%</b>
<b>NET COUNTY COST</b>					
ADMINISTRATION	1,139,945	1,539,984	(135,693)	(1,675,677)	(108.8%)
ARCHITECTURAL SERVICES	413,975	545,736	619,151	73,415	13.5%
CENTRAL SERVICES	(391,334)	236,740	1,564,182	1,327,442	560.7%
FACILITIES MAINTENANCE	<u>2,592,830</u>	<u>5,437,210</u>	<u>3,633,053</u>	<u>(1,804,157)</u>	<u>(33.2%)</u>
<b>NET COUNTY COST</b>	<b>3,755,416</b>	<b>7,759,670</b>	<b>5,680,693</b>	<b>(2,078,977)</b>	<b>(26.8%)</b>

<b>STAFFING</b>					
ADMINISTRATION	15	14	13	(1)	-7.1%
ARCHITECTURAL SERVICES	6	7	7	0	0.0%
CENTRAL SERVICES	9	9	10	1	11.1%
FACILITIES MAINTENANCE	<u>65</u>	<u>67</u>	<u>67</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL STAFFING</b>	<b>95</b>	<b>97</b>	<b>97</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$4,870,536 or 26.2% in revenues and an increase of \$2,791,559 or 10.6% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost decreased by \$2,078,977 or 26.8%.

Primary Funding Sources

The primary funding source for the department is Charges for Services which is comprised of \$22,653,472 or 96.4% of the total revenue recovered through detailed cost accounting.

The Recommended Budget includes a \$4,870,536 or 26.2% net increase in revenues primarily due to reimbursements from operational costs from County departments for their share of facilities maintenance, custodial services, grounds maintenance, project management, and administrative support services and are recovered through Countywide Administrative Charges and direct charges.

Primary Costs

The Recommended Budget includes a \$2,791,559 or 10.6% net increase in appropriations primarily due to:

- Salaries and Employee Benefits reflect an increase of \$893,091 or 7.0% primarily due to negotiated and approved labor contracts.
- Services and Supplies reflect an increase of \$1,364,166 or 11.0% primarily due to increases in insurance, utilities, building maintenance and improvements, purchases for resale, software purchase and central data processing services costs.
- Other Charges reflect an increase of \$520,514 or 37.7% primarily due to an increase in Countywide Administrative Overhead costs.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$794,120 for project management services to assist with capital project management.
- \$285,000 for uninterruptible power supply testing, hazmat handling, fire suppression system, elevator and underground storage tank inspections and certifications.
- \$250,000 for floor care, window care/maintenance, and upholstery cleaning services.
- \$170,000 for power washing, parking lot sweeping, palm tree, and other tree trimming services.
- \$120,000 for advanced diagnostic and engineering services.

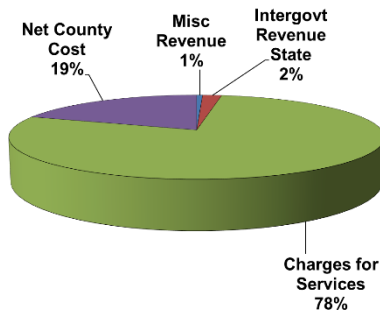
Fixed Assets

None

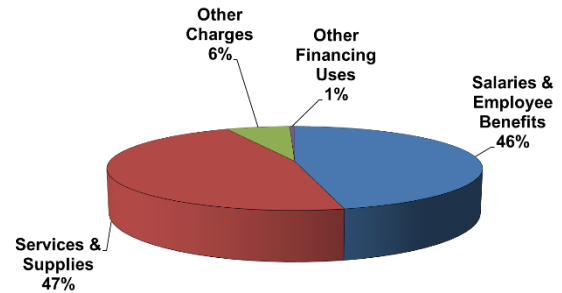
**DEPARTMENT COMMENTS**

In FY2023/24 the department proposes to establish the Energy and Utilities Division to reflect appropriate realignment of function, staff, and budget. Energy & Utilities oversees the County’s energy management functions, which includes operating and maintaining a cogeneration plant, solar arrays, monitoring of utility usage, and developing and implementing utility efficiency measures and projects. The planned realignment will be under the leadership of the Energy and Utility Manager, who will be reporting directly to the Assistant Director of General Services and will be supervising two stationary engineers and one Industrial Engine Mechanic. Currently, staff reports directly to the Facilities Operations Manager. No new positions are associated with this change.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	7,544	10,000	10,000	0	0.0%
INTERGOVERNMENTAL REV STATE	717,152	560,000	560,000	0	0.0%
CHARGES FOR SERVICES	17,120,561	17,773,533	22,653,472	4,879,939	27.5%
MISC REVENUE	128,240	199,210	173,807	(25,403)	(12.8%)
OTHER FINANCING SOURCES	96,593	80,000	96,000	16,000	20.0%
<b>TOTAL REVENUES</b>	<b>18,070,089</b>	<b>18,622,743</b>	<b>23,493,279</b>	<b>4,870,536</b>	<b>26.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	10,657,536	12,784,237	13,677,328	893,091	7.0%
SERVICES AND SUPPLIES	9,907,951	12,385,218	13,749,384	1,364,166	11.0%
OTHER CHARGES	1,353,387	1,379,493	1,900,007	520,514	37.7%
F/A EQUIPMENT	0	45,166	0	(45,166)	(100.0%)
LEASES	0	0	42,378	42,378	100.0%
OTHER FINANCING USES	179,910	117,050	146,386	29,336	25.1%
INTRA-FUND TRANSFERS	(273,280)	(328,751)	(341,511)	(12,760)	3.9%
<b>TOTAL APPROPRIATIONS</b>	<b>21,825,504</b>	<b>26,382,413</b>	<b>29,173,972</b>	<b>2,791,559</b>	<b>10.6%</b>
<b>NET COUNTY COST</b>	<b>3,755,414</b>	<b>7,759,670</b>	<b>5,680,693</b>	<b>(2,078,977)</b>	<b>(26.8%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in position allocations since the adoption of the FY2022/23 Budget are provided below:

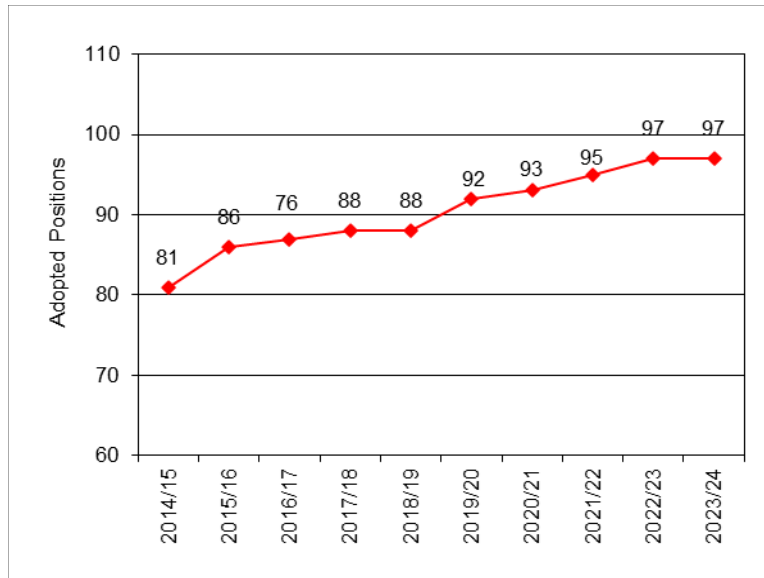
On March 7, 2023, as part of the Midyear Financial Report, the following position changes were approved by the Board:

- Added 1.0 FTE Senior Accountant.
- Deleted 1.0 FTE Accountant.

There are no changes in position allocation in the FY2023/24 Recommended Budget.



**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Increasing supply chain issues (e.g., inability to get parts, gas, microchips, etc.) and inflation creates economic uncertainties. These factors are influencing construction, maintenance and fleet costs and turnaround times. At this time, it is unclear how the budget will be additionally impacted by price increases on fuel and other necessary supplies. Department staff will continue to evaluate the impacts of inflation and will provide necessary revisions when verified.

Record increases to natural gas were seen in December and January and have seriously impacted the utility budget. Pacific Gas and Electric announced a 41% increase in cost of natural gas and our bulk provider the State Department of General Services saw an increase of cost five times higher than January 2022. Department staff continue to work with the State Department of General Services to monitor prices and will provide necessary revisions when possible.

Increasing regulation from the federal and State Legislatures related to greenhouse gas emissions requires diligence in continuing to address energy usage and alternate sources as we construct or refurbish facilities. Concerns related to Public Safety Power Shutoffs (PSPS) has led to increased concerns regarding resiliency for our campuses providing much needed services to the county population.

**1117 – Fund 001-General Services**  
**Megan M. Greve, Director of General Services**  
**Other General**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1640 REAL ESTATE SERVICES	1,270,543	1,071,806	1,160,415	88,609	8.3%
3100 FLEET MANAGEMENT	7,561,549	7,299,040	7,573,500	274,460	3.8%
9000 AIRPORT	2,244,052	2,367,702	2,488,673	120,971	5.1%
9010 AIRPORT SPECIAL PROJECTS	833,148	54,000	692,284	638,284	1182.0%
9050 SPECIAL AVIATION	221,000	220,915	220,916	1	0.0%
<b>APPROPRIATIONS</b>					
1640 REAL ESTATE SERVICES	929,787	762,792	1,000,976	238,184	31.2%
3100 FLEET MANAGEMENT	5,948,993	8,771,549	7,190,861	(1,580,688)	(18.0%)
9000 AIRPORT	1,672,636	1,977,007	2,642,331	665,324	33.7%
9010 AIRPORT SPECIAL PROJECTS	921,907	260,000	732,575	472,575	181.8%
9050 SPECIAL AVIATION	213,885	220,915	220,916	1	0.0%
<b>NET CHANGE</b>					
1640 REAL ESTATE SERVICES	(340,756)	(309,014)	(159,439)	149,575	(48.4%)
3100 FLEET MANAGEMENT	(1,612,556)	(1,472,509)	382,639	1,855,148	(126.0%)
9000 AIRPORT	571,416	390,695	(153,658)	(544,353)	(139.3%)
9010 AIRPORT SPECIAL PROJECTS	(88,759)	(206,000)	(40,291)	165,709	(80.4%)
9050 SPECIAL AVIATION	7,115	0	0	0	0.0%

A summary of the budgets administered by the General Services Department is provided on the following pages.

**DEPARTMENTAL PURPOSE**

The Real Estate Services Office provides real estate and property management services in support of the County’s operational needs.

**FUNCTION AND RESPONSIBILITIES**

Real Estate Services manages the County's portfolio of real estate assets to evaluate disposition and development potential, adaptive reuse, and to minimize operating expenses and maximize revenues, including but not limited to, the acquisition, sale, and lease of real properties. In addition, Real Estate Services administers the franchise agreements with service providers for the collection of garbage, recyclables, and yard waste in the unincorporated areas of the County. Real Estate Services is also responsible for the management of the County Events Center and the County Administration Center common conference rooms.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- Accommodating the post-COVID-19 increase in volume of event reservations requested for the County Events Center (CEC) and County Administrative Center (CAC) conference rooms, including coordination of staffing to schedule, set up for, and clean or repair rooms after events.
- Negotiating adjustments to new contracts with the County’s four garbage haulers in advance of current contracts expiring December 31, 2024.
- Various contract requests by cellular companies for tower space or upgrades that require continued negotiation of current contracts.

Accomplishments:

- Tenant improvements and move-in transition completed for Probation Youth Services, moving from Sullivan Middle School to 709 Beck Avenue, Fairfield, providing an improved supportive environment within an efficient facility layout.
- Acquired and deployed portable back-up audio equipment for common conference rooms at County Administration Center and adjacent County Events Center. Identified quick-response vendors for A/V equipment repairs and kept conference rooms operational while working with Capital Projects Management Division and consultants to prepare for more permanent A/V upgrades.
- Identified and temporarily leased nearby off-site areas to compensate for reduced County parking during solar photo-voltaic array installation at Vacaville’s William J. Carroll Government Center site.
- Assessed Vallejo Veterans Memorial Hall for potential food service area and site improvements.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$88,609 or 8.3% in revenues and an increase of \$238,184 or 31.2% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost increased by \$149,575 or 48.4%.

Primary Funding Sources

The primary funding source for Real Estate Services is Revenue from Use of Money/Property which reflect an increase of \$31,220 or 3.7% primarily due to an increase in leases and building rental revenues. Licenses, Permits and Franchise fees reflect an increase of \$52,570 or 32.4% due to an anticipated increase in garbage lien processing fees. An increase of \$4,819 or 8.6% in Charges for Services is attributable to service charges from the rate reimbursements for real estate management services.

Primary Costs

The Recommended Budget includes an increase of \$238,184 or 31.2% in appropriations which reflect an increase of \$12,568 or 7.2% in Salaries and Employee Benefits resulting from negotiated and approved labor contracts. An increase of \$124,947 or 44.9% in Services and Supplies reflect increases in insurance costs, contracted real estate services, conference room reservation software and increases in utility costs. An increase of \$48,370 or 100.0% in Leases represents the cost to lease the Portuguese

**1640 – Fund 001-Real Estate Services**  
**Megan M. Greve, Director of General Services**  
**Property Management**

**Summary of Other Administered Budget**

Hall in Vallejo. This expense was previously reported under Services and Supplies, but due to requirements under GASB Statement No. 87, leases are now reported separately. An increase of \$60,183 or 264.0% in Intra-fund transfers reflect charges from Resource Management for assistance related to the garbage franchise agreement negotiation.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	260,155	162,250	214,820	52,570	32.4%
REVENUE FROM USE OF MONEY/PROP	985,418	853,273	884,493	31,220	3.7%
CHARGES FOR SERVICES	24,970	56,283	61,102	4,819	8.6%
<b>TOTAL REVENUES</b>	<b>1,270,543</b>	<b>1,071,806</b>	<b>1,160,415</b>	<b>88,609</b>	<b>8.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	164,510	175,364	187,932	12,568	7.2%
SERVICES AND SUPPLIES	305,487	278,047	402,994	124,947	44.9%
OTHER CHARGES	438,622	284,930	276,867	(8,063)	(2.8%)
LEASES	0	0	48,370	48,370	100.0%
OTHER FINANCING USES	1,576	1,656	1,835	179	10.8%
INTRA-FUND TRANSFERS	19,591	22,795	82,978	60,183	264.0%
<b>TOTAL APPROPRIATIONS</b>	<b>929,787</b>	<b>762,792</b>	<b>1,000,976</b>	<b>238,184</b>	<b>31.2%</b>
<b>NET COUNTY COST</b>	<b>(340,756)</b>	<b>(309,014)</b>	<b>(159,439)</b>	<b>149,575</b>	<b>(48.4%)</b>

<b>STAFFING</b>					
REAL ESTATE	1	1	1	0	0.0%
<b>TOTAL STAFFING</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**DEPARTMENTAL PURPOSE**

Fleet Management provides comprehensive fleet management and transportation services to County departments, the City of Dixon, City of Fairfield Police Department, and three Special Districts within Solano County.

**FUNCTION AND RESPONSIBILITIES**

Fleet Management is responsible for providing the following services: monthly and daily vehicle rentals; equipment maintenance and repair; management of five fuel sites; and acquisition and disposal of vehicles and equipment. Fleet Management is a division within the General Services Department.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Fleet has 137 hybrid vehicles in service, 27% of the light and medium duty fleet, an increase of 40% when compared to FY2022/23.
- Fleet continues to pursue alternative fuel options, such as synthetic gasoline, with the goal of reducing the County’s carbon footprint.
- Fleet has entered into a revenue contract with the City of Fairfield Police Department to provide fueling services for an initial six-month period beginning January 1, 2023 and ending June 30, 2023 with the option to extend for one year starting July 1, 2023 and ending June 30, 2024.
- There are 19 vehicles on the replacement plan for FY2023/24.

**WORKLOAD INDICATORS**

- Maintains and services 575 County fleet vehicles, with 58 of those vehicles leased to outside agencies.
- Maintains and services over 137 department owned vehicles and heavy equipment including road graders, loaders, and other public works type heavy equipment.
- During calendar year 2022, completed 2,425 work orders comprised of 8,057 mechanic hours.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget reflects an increase of \$274,460 or 3.8% in revenues and a decrease of \$1,580,688 or 18.0% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Source

The primary funding source is Charges for Services with revenues of \$7,314,000 representing an increase of \$711,760 or 10.8% when compared to the FY2022/23 Adopted Budget. This revenue is primarily comprised of Vehicle Rental Fees, Other Charges for Services, and Fuel and Oil Delivery. Additionally, Fleet Management contracts with five outside agencies to provide fleet management and transportation services for Solano County Community College, Solano County Office of Education, North Bay Schools Insurance Authority, City of Fairfield Police Department, and the City of Dixon.

Primary Costs

The Recommended Budget includes \$7,190,861 in appropriations representing a \$1,580,688 or 18.0% net decrease primarily due to the following:

- Salaries and Employee Benefits of \$1,543,268 reflect an increase of \$91,565 or 6.3% primarily attributed to negotiated and approved labor contracts, CalPERS retirement costs and changes in health benefit costs, offset by a decrease in workers’ compensation costs.
- Services and Supplies of \$3,392,547 reflect an increase of \$406,579 or 13.6% due to increases in Purchases for Resale related to fuel, Maintenance for Building and Improvements, and property and liability insurance costs. These increases are offset by a decrease in Maintenance Equipment costs for vehicle upfitting and maintenance.
- Other Charges of \$550,182 reflect an increase of \$167,139 or 43.6% primarily due to increased Countywide Administrative Overhead costs.

**3100 – Fund 034-Fleet Management**  
**Megan M. Greve, Director of General Services**  
**Other General**

**Summary of Other Administered Budgets**

- Fixed Assets of \$1,690,000 reflect a decrease of \$2,247,300 or 57.1% due to a decrease in the number of replacement vehicles and no department requests for new vehicles in FY2023/24. Additional fixed asset purchases also include a tire changing machine, smog test equipment, and a torque tire gun.

Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed assets:

- \$1,650,000 for 19 vehicle purchases.
- \$15,000 for a tire changing machine.
- \$15,000 for smog test equipment.
- \$10,000 for a torque tire gun.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	11,319	4,500	4,500	0	0.0%
CHARGES FOR SERVICES	6,593,788	6,602,240	7,314,000	711,760	10.8%
MISC REVENUE	201,532	105,000	65,000	(40,000)	(38.1%)
OTHER FINANCING SOURCES	754,909	587,300	190,000	(397,300)	(67.6%)
<b>TOTAL REVENUES</b>	<b>7,561,549</b>	<b>7,299,040</b>	<b>7,573,500</b>	<b>274,460</b>	<b>3.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,306,485	1,451,703	1,543,268	91,565	6.3%
SERVICES AND SUPPLIES	2,957,891	2,985,968	3,392,547	406,579	13.6%
OTHER CHARGES	354,960	383,043	550,182	167,139	43.6%
F/A EQUIPMENT	1,317,590	3,937,300	1,690,000	(2,247,300)	(57.1%)
OTHER FINANCING USES	12,067	13,535	14,864	1,329	9.8%
<b>TOTAL APPROPRIATIONS</b>	<b>5,948,993</b>	<b>8,771,549</b>	<b>7,190,861</b>	<b>(1,580,688)</b>	<b>(18.0%)</b>
<b>NET GAIN(LOSS)</b>	<b>1,612,556</b>	<b>(1,472,509)</b>	<b>382,639</b>	<b>1,855,148</b>	<b>(126.0%)</b>

STAFFING					
FLEET	10	10	10	0	0.0%
<b>TOTAL STAFFING</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

With State initiatives to reduce petroleum powered vehicle emissions, Fleet will continue to explore ways to adapt the vehicle portfolio to include hybrid, plug-in hybrid, and electric vehicles where appropriate. Furthermore, Fleet is working with Facilities, Capital Projects Management, and Solano Transportation Authority to identify opportunities to install charging stations within the current infrastructure and for funding to expand infrastructure and charging stations around the County.

The Recommended Budget for FY2023/24 was prepared during an inflationary period. At this time, it is unclear if the budget will be additionally impacted by price increases on fuel and other necessary supplies in managing the Fleet. Department staff will continue to evaluate the impacts of inflation and will provide necessary revisions when verified.

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**DEPARTMENTAL PURPOSE**

The General Services Department is responsible for providing a safe, convenient, well-maintained regional airport for general aviation and business aviation use.

**FUNCTION AND RESPONSIBILITIES**

The Nut Tree Airport is located in Vacaville and serves both businesses and residents of Solano County and the surrounding region by providing a safe and well-maintained airport which includes a runway, taxiways, tie down areas, helicopter parking, County-owned hangars, ground lease space for privately-owned hangars, and office space for airport customers, businesses, and events. The Airport Manager is responsible for planning and implementing airport capital projects funded primarily by federal and State grants in addition to administering day-to-day maintenance and operation of the Airport.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- All office and hangar spaces at the Airport are at full occupancy. The Airport’s waiting list for hangar space has increased considerably over the last 5 years. Waiting list is currently about 1.5 to 2 years long.
- Aviation fuel prices remain volatile. Volatile prices, delivery driver and supply chain shortages, and minimal storage capacity of Airport fuel tanks combine to create challenges for staff to maintain fuel availability for our tenants and airport users.
- On November 8, 2022, the Solano County Auditor-Controller’s Office provided an Internal Control Review of the Nut Tree Airport for controls in place as of December 31, 2021. The review provided conclusions along with findings and recommendations for improved administrative operations. Airport Management has set goals to address and mitigate these findings.

Accomplishments:

- The Airport was awarded a \$79,969 Federal Aviation Administration (FAA) grant to fund an assessment of the Airport’s Airfield Electrical System. The Airport was also awarded a \$3,889 Matching Grant from the California Department of Transportation to offset local share expenses for this assessment. Results from this assessment will assist future FAA design and construction projects.
- Travis Air Force Base hosted their first airshow since the COVID-19 pandemic. Fueling operations at the base are limited to jet fuel and the Nut Tree Airport was able to support the airshow aircraft with aviation gasoline fueling services.
- The Airport received delivery of a new tractor and mowing deck attachment. It is expected that this new equipment will increase labor productivity and decrease outside vendor expenses for weed abatement by allowing staff to perform more of this work in-house.

**WORKLOAD INDICATORS**

- The Airport manages, rents, and maintains 85 County hangers, 26 corporate and 35 private hangars, 6 office spaces (including pilots lounge), 2 private ground leases, and 21 other aircraft storage spaces.
- The Airport maintains 301 acres of Airport property and operates infrastructure and airport systems including runway and taxiway lighting and navigation systems; water, sewer, and storm drainage systems; storm water pollution prevention; weed control and abatement, and repair and maintenance of airfield facilities.
- The Airport manages, operates, and maintains the airport fuel system and provides fuel services and retail sales of aviation fuel to the flying public, including approximately 150,000 gallons of fuel sold and involving almost 6,000 customer transactions during FY2022/23. Fuel sales for FY2023/24 are estimated to generate over \$825,000 in Airport operating revenue.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$120,971 or 5.1% in revenues and an increase of \$665,324 or 33.7% in appropriations when compared to the FY2022/23 Adopted Budget.



Primary Funding Sources

- Property tax revenue in the amount of \$587,544 reflects an increase of \$29,366 or 5.3% when compared to the FY2022/23 Adopted Budget.
- Revenue from Use of Money in the amount of \$997,175 reflect an increase of \$60,603 or 6.5% when compared to the FY2022/23 Adopted Budget due to an increase of interest income and income from leases, hangar, office and building rentals.
- Charges for Services in the amount of \$849,208 reflect an increase of \$25,791 or 3.1% primarily attributable to fuel and oil revenues.
- Miscellaneous Revenues in the amount of \$41,000 reflect an increase of \$6,000 or 17.1% based on anticipated fees and other charges.
- Operating Transfers-In in the amount of \$10,000 reflect no change from FY2022/23, representing transfers from the Special Aviation Fund (Fund 310) for a grant from Caltrans. The grant agreement requires that the receipts and disbursements be accounted for in the Special Aviation Fund.

Primary Costs

- Salaries and Employee Benefits of \$471,160 represent an increase of \$43,750 or 10.2% due to increases in Salaries and Employee Benefits from negotiated and approved labor contracts.
- Services and Supplies of \$1,357,877 represent a net increase of \$282,596 or 26.3% due to increases in deferred maintenance and required preventive maintenance for leased equipment and buildings, central data processing charges, architectural and engineering services, and purchases for resale due to increase in aviation fuel prices.
- Other Charges of \$553,589 reflect an increase of \$294,132 or 113.4% due to increases in Countywide Administrative Overhead costs, and interest for long-term debt payable to the County General Fund.
- Leases of \$39,100 reflect an increase of \$39,100 or 100.0% for a fuel truck lease. This expense was previously reported under Services and Supplies, but due to requirements under GASB Statement No. 87, leases are now reported separately.
- Fixed Assets of \$5,000 reflect an increase of \$5,000 or 100.0% to purchase a mobile spraying weed abatement unit.

Contracts

The FY2023/24 Recommended Budget includes the following significant contract:

- \$87,000 for engineering and architectural services.

Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed asset:

- \$5,000 for a gator spray rig equipment for weed abatement.

**DEPARTMENT COMMENTS**

None.

**9000 – Fund 047-Airport**

**Summary of Other Administered Budgets**

**Megan M. Greve, Director of General Services  
Public Ways**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	554,968	558,178	587,544	29,366	5.3%
REVENUE FROM USE OF MONEY/PROP	911,788	936,572	997,175	60,603	6.5%
INTERGOVERNMENTAL REV STATE	3,519	3,537	3,731	194	5.5%
INTERGOVERNMENTAL REV FEDERAL	32,015	15	15	0	0.0%
INTERGOVERNMENTAL REV OTHER	2,294	983	0	(983)	(100.0%)
CHARGES FOR SERVICES	684,790	823,417	849,208	25,791	3.1%
MISC REVENUE	44,678	35,000	41,000	6,000	17.1%
OTHER FINANCING SOURCES	10,000	10,000	10,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,244,052</b>	<b>2,367,702</b>	<b>2,488,673</b>	<b>120,971</b>	<b>5.1%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	259,954	427,410	471,160	43,750	10.2%
SERVICES AND SUPPLIES	977,145	1,075,281	1,357,877	282,596	26.3%
OTHER CHARGES	222,208	259,457	553,589	294,132	113.4%
F/A EQUIPMENT	0	0	5,000	5,000	100.0%
LEASES	0	0	39,100	39,100	100.0%
OTHER FINANCING USES	213,329	214,859	215,605	746	0.3%
<b>TOTAL APPROPRIATIONS</b>	<b>1,672,636</b>	<b>1,977,007</b>	<b>2,642,331</b>	<b>665,324</b>	<b>33.7%</b>
<b>NET GAIN(LOSS)</b>	<b>571,416</b>	<b>390,695</b>	<b>(153,658)</b>	<b>(544,353)</b>	<b>(139.3%)</b>

<b>STAFFING</b>					
AIRPORT	3	3	3	0	0.0%
<b>TOTAL STAFFING</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Recommended Budget was prepared during a time of continued inflation, supply chain shortages, and construction material escalations. At this time, it is unclear if the budget will be additionally impacted by price increases on fuel and other necessary supplies in running the Airport. Department staff will continue to evaluate the impacts of inflation and will provide necessary revisions when verified.

**FUNCTION AND RESPONSIBILITIES**

This budget is used for Airport improvement projects at the County Nut Tree Airport of which a percentage is funded through State and Federal Aviation Administration (FAA) grants.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The Airport’s FY2023/24 FAA Airport Capital Improvement Program includes an Airport Layout Plan (ALP) Update and Narrative, Airport Geographical Information System (AGIS) improvements, an Aviation Activity Forecast (FCST) Report, and an Airport Pavement Management Program Update. These updates and reports will help the Airport plan for capital projects that will support future aviation activities.
- The Airport is also requesting FAA funding for additional design and bidding activities related to completion of upcoming phases of the Northeast Hangar Apron and Taxi Lane Reconstruction Project.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget for Airport Special Projects represents an increase of \$638,284 or 1,182.0% in revenues and an increase of \$472,575 or 181.8% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, fund balance decreases by \$40,291. The increases in revenue and appropriations are the result of an increase in capital projects planned for FY2023/24.

Primary Funding Sources

The primary funding sources for Airport Special Projects includes State and FAA grants totaling \$692,284 to fund 90% of the study, for update and improvements to the Nut Tree Airport, and a required 10% match funded by the use of Airport Special Projects fund balance of \$40,291.

Primary Funding Costs

The primary cost for the Airport Special Projects is for professional services to conduct a study, for update and improvements to the Nut Tree Airport.

Contracts

The FY2023/24 Recommended Budget includes a total of \$732,575 in professional services to conduct a study, for updates and improvements to the Nut Tree Airport

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

**9010 – Fund 047-Airport Special Projects**  
**Megan M. Greve, Director of General Services**  
**Public Ways**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	0	0	32,967	32,967	100.0%
INTERGOVERNMENTAL REV FEDERAL	833,148	54,000	659,317	605,317	1121.0%
<b>TOTAL REVENUES</b>	<b>833,148</b>	<b>54,000</b>	<b>692,284</b>	<b>638,284</b>	<b>1182.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	60,000	732,575	672,575	1121.0%
F/A BLDGS AND IMPRMTS	921,907	200,000	0	(200,000)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>921,907</b>	<b>260,000</b>	<b>732,575</b>	<b>472,575</b>	<b>181.8%</b>
<b>NET GAIN(LOSS)</b>	<b>(88,759)</b>	<b>(206,000)</b>	<b>(40,291)</b>	<b>165,709</b>	<b>(80.4%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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 FY2023/24 payment is due in September 2023 for a principal payment of \$92,083 and interest of \$59,515.
- 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 FY2023/24 payment is due in May 2024 for a principal payment of \$38,690 and interest of \$20,628.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The annual \$10,000 grant from Caltrans will be applied to airport operations.
- The Airport continues to pay loans that were provided by Caltrans to fund the completed T-hangars and office building renovations at the Nut Tree Airport.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Source

The primary funding source for this budget is an Operating Transfer-In from the Airport Operating Budget (BU 9000) of \$210,916. This Operating Transfer-In is comprised of revenue from hangar and administrative building lease/space rental payments to fund the annual payment of the Caltrans loan in FY2023/24. Additional funding in this budget includes an annual airport operation grant from Caltrans of \$10,000.

Primary Costs

The Special Aviation Project budget includes the annual payment of the Caltrans loan and an Operating Transfer-Out of the Caltrans grant funds to the Airport operating budget to fund Airport operations.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

Loan payments to Caltrans are required to be accounted for and paid out of the Airport Special Aviation Fund. Accordingly, the Airport Operating Budget (BU 9000) will transfer funds for annual principal and interest due on the Caltrans loans to the Airport Special Aviation Budget (BU 9050).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	84	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	10,000	10,000	10,000	0	0.0%
OTHER FINANCING SOURCES	210,916	210,915	210,916	1	0.0%
<b>TOTAL REVENUES</b>	<b>221,000</b>	<b>220,915</b>	<b>220,916</b>	<b>1</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	203,885	210,915	210,916	1	0.0%
OTHER FINANCING USES	10,000	10,000	10,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>213,885</b>	<b>220,915</b>	<b>220,916</b>	<b>1</b>	<b>0.0%</b>
<b>NET GAIN(LOSS)</b>	<b>7,115</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

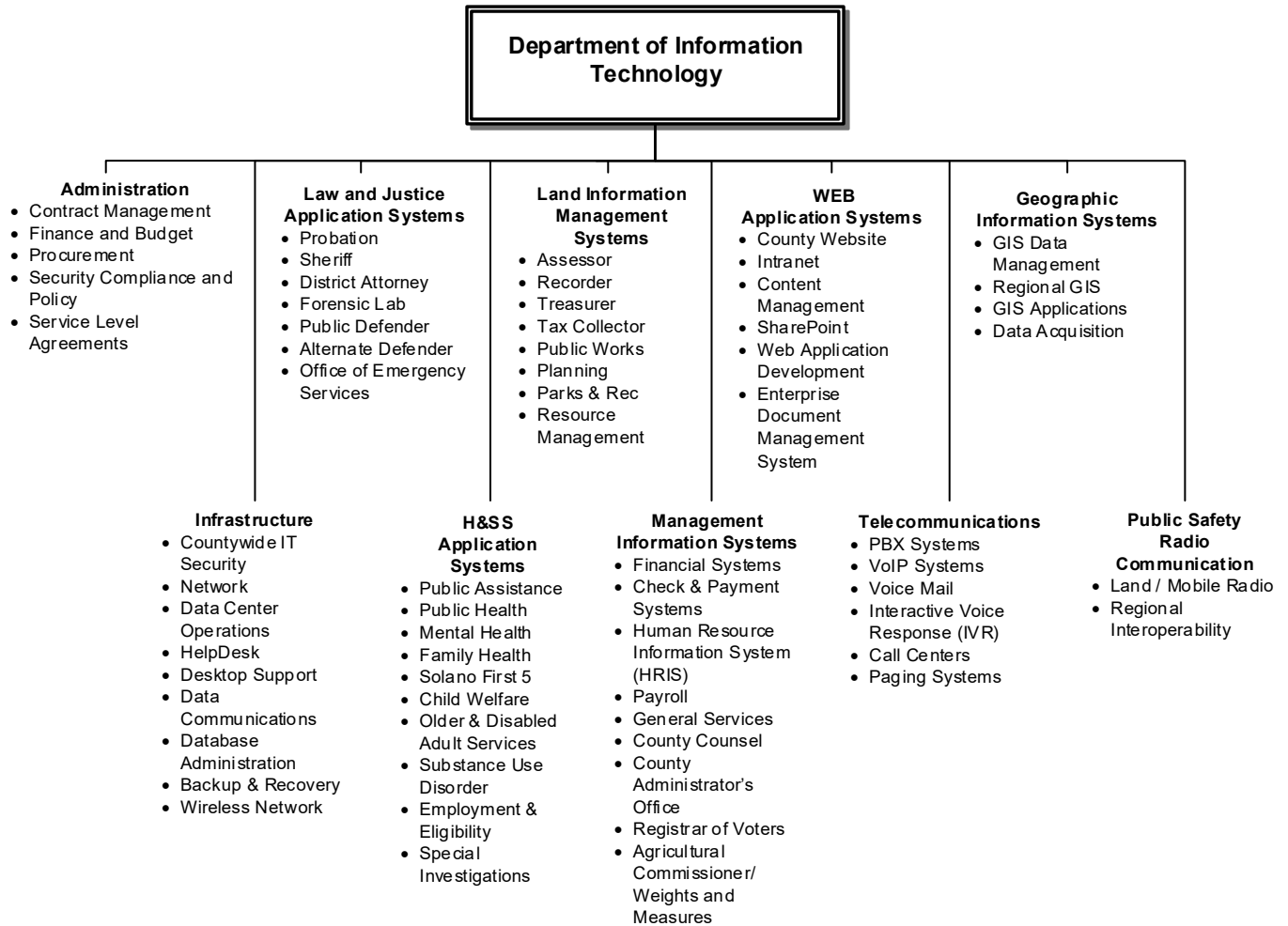
None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

The mission of the Department of Information Technology (DoIT) is to make Solano County departments better at what they do through the use of technology. DoIT develops, implements, and supports a wide variety of IT services in support of the County’s business processes. DoIT supports all County departments in automating and improving the delivery of programs and services to the public.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	33,668,988
FY2023/24 Recommended:	38,292,292
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	74

**FUNCTION AND RESPONSIBILITIES**

DoIT is responsible for providing information technology and communications infrastructure, software application development, and technology support services to all County departments. It carries out this responsibility through thirteen divisions. Eight divisions, organized by business area, provide application development and management services to departments. Four divisions provide infrastructure support for all computing technologies, security, telecommunications, and public safety radio communications. The department also includes one administrative division responsible for fiscal activities, operational policies, and project coordination.

Timothy P. Flanagan, Chief Information Officer

Other General

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Challenges:

- DoIT continues to maintain a high vacancy rate of around 24% and continues to work closely with Human Resources and the County Administrator's Office to find new ways to recruit and retain talent. With many staff vacancies, DoIT focus is on maintaining operations, which may cause delays in other projects outside of this scope. To meet the needs of the department, DoIT is contracting with consulting firms for short-term project-based assistance, to assist with operations and various projects.

Accomplishments:

## Information Security:

- Replaced the old and out-of-support McAfee Security Information and Event Management System (SIEM) with Microsoft Sentinel, an advanced cloud based SIEM and Security Orchestration, Automation and Response (SOAR) which satisfies Criminal Justice Information Services – Federal Bureau of Investigation (CJIS-FBI) compliance requirements.
- Replaced the CJIS and Department of Justice (DOJ) Cisco firewalls and implemented Intrusion Prevention Systems (IPS) to satisfy CJIS-FBI compliance requirements.
- Implemented an Anti-Malware tool on the Cisco Internet firewalls at the Internet gateway which reduced the overall cost of supporting and maintaining County firewalls.
- Activated URL domain names features on the Cisco Adaptive Security Appliance (ASA) Internet firewalls making the firewall more efficient.
- Deployed a new wireless Service Set Identifier (SSID) SolanoConnect that utilizes certificate-based authentication for a more secure and intuitive user experience.
- Performed Penetration Test of the County wireless network, internal network, and external network to check for exploitable vulnerabilities.
- Conducted tabletop exercises on ransomware attacks to increase the team's readiness and resilience.

## Information Technology Service Management:

- Migrated the Fiserv Prologue & Intelligent Process Automation application which is an Investment Accounting and Financial Management solution used by the County Tax Collector/County Clerk Office to facilitate general ledger and accounting activity.

## Business Automation:

- Implemented the Netsmart Telehealth/Telemedicine solution to provide virtual healthcare services for patients/clients and comply with Center for Disease Control and Prevention (CDC) recommendations.

## Network Improvements:

- Rebuilt the network at the Rio Vista Transportation and Public Works Corporation Yard at 940 Saint Francis Way. Extended network to a new building, relocated minimum point of entry (MPOE) from telephone pole to the new building and reconnected network back to the older facilities. This will allow for a smoother network transition once a new building is constructed later this year.
- Converted ten AT&T Digital Subscriber Line (DSL) locations to a Comcast Business Internet solution providing higher performance and increased overall visibility and out of band network management.
- Completed network build out for the new construction at 2261 S. Watney Way (three new buildings at the Beck Campus).
- Completed network build out for Probation at 709 Beck Avenue in Fairfield.
- Designed and commissioned new call center for Health & Social Services Child Welfare Services.



- Refreshed and upgraded infrastructure switches at the Office of Emergency Services.
- Increased internet bandwidth from 1Gbps to 5Gbps.

**Management Information Systems:**

- Implemented Netsmart Telehealth for Behavioral Health services to expand the reach of specialized care, enable timely access to virtual clinical services, and remove geographic barriers that can prevent receipt of appropriate treatment.
- Migrated Family Health Services Electronic Health Records (EHR) system to NextGen Managed Cloud services to leverage resources to support the system, including backups, system redundancy, 24/7 monitoring, and timely disaster recovery.
- Onboarded with SacValley MedShare Health Information Exchange (HIE) to increase data sharing opportunities for improved client care and achieve CalAIM milestones.
- Implemented Netsmart myHealthPointe to enhance communication with clients and provide timely patient access for information.
- Upgraded from desktop version 16.2 OneSolution to modern web version 21.2 Finance Enterprise.
- Built and deployed payment adapter to facilitate online payment to work with new payment gateways.
- Built and deployed Representational State Transfer (REST) Application Programming Interface (API) integrations between eSignatures tool and document management systems to eliminate manual steps.
- Went live with a new, modern, hosted Property Tax solution, the County Assessment and Taxation System (CATS).

**WORKLOAD INDICATORS**

- During the period of March 1, 2022, to February 28, 2023, there were a total of 31,015 work orders and trouble tickets received by the Helpdesk.
- A total of 468 servers were hosted on 60 physical servers, and over 1 petabyte of data were maintained in operation and exceeded the 99.9% system availability service level threshold.
- Over 4,381 computers, 4,647 telephones, 202 tablets, and 734 printers are supported across the County's area network locations with 3,083 mobile devices connected to 272 cloud applications.
- DoIT supports 19 departments across the County and LAFCo.

Timothy P. Flanagan, Chief Information Officer  
Other General

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
DOIT-ADMINISTRATION	1,592,920	1,870,108	2,052,447	182,339	9.8%
INFRASTRUCTURE	14,995,277	16,556,873	18,121,897	1,565,024	9.5%
LAW & JUSTICE APPLICATION SYSTEMS	1,772,756	2,011,825	1,947,030	(64,795)	(3.2%)
H&SS APPLICATION SYSTEMS	2,577,558	4,311,791	4,565,030	253,239	5.9%
MANAGEMENT INFORMATION SYSTEMS	2,057,438	1,576,281	4,419,373	2,843,092	180.4%
LAND INFORMATION MANAGEMENT SYSTEMS	1,409,535	1,506,531	0	(1,506,531)	(100.0%)
WEB APPLICATION SYSTEMS	928,630	1,015,552	1,101,400	85,848	8.5%
GEOGRAPHIC INFORMATION SYSTEMS	1,886,109	2,151,402	2,442,299	290,897	13.5%
TELECOMMUNICATIONS	1,714,415	1,802,672	1,926,971	124,299	6.9%
PUBLIC SAFETY RADIO COMMUNICATION	557,979	955,971	1,804,548	848,577	88.8%
<b>TOTAL REVENUES</b>	<b>29,492,617</b>	<b>33,759,006</b>	<b>38,380,995</b>	<b>4,621,989</b>	<b>13.7%</b>
<b>APPROPRIATIONS</b>					
DOIT-ADMINISTRATION	1,752,599	1,870,108	2,050,947	180,839	9.7%
INFRASTRUCTURE	14,606,629	17,371,200	19,423,083	2,051,883	11.8%
LAW & JUSTICE APPLICATION SYSTEMS	1,774,014	2,011,825	1,944,530	(67,295)	(3.3%)
H&SS APPLICATION SYSTEMS	2,578,882	4,311,791	4,561,030	249,239	5.8%
MANAGEMENT INFORMATION SYSTEMS	1,433,137	1,576,281	3,116,486	1,540,205	97.7%
LAND INFORMATION MANAGEMENT SYSTEMS	1,325,199	1,506,531	0	(1,506,531)	(100.0%)
WEB APPLICATION SYSTEMS	819,602	1,015,552	1,096,400	80,848	8.0%
GEOGRAPHIC INFORMATION SYSTEMS	1,960,441	2,151,402	2,441,298	289,896	13.5%
TELECOMMUNICATIONS	1,586,840	1,802,672	1,576,970	(225,702)	(12.5%)
PUBLIC SAFETY RADIO COMMUNICATION	502,814	943,771	2,081,548	1,137,777	120.6%
<b>TOTAL APPROPRIATIONS</b>	<b>28,340,157</b>	<b>34,561,133</b>	<b>38,292,292</b>	<b>3,731,159</b>	<b>10.8%</b>
<b>NET GAIN (LOSS)</b>					
DOIT-ADMINISTRATION	159,679	0	1,500	1,500	100.0%
INFRASTRUCTURE	388,648	(814,327)	(1,301,186)	(486,859)	59.8%
LAW & JUSTICE APPLICATION SYSTEMS	(1,258)	0	2,500	2,500	100.0%
H&SS APPLICATION SYSTEMS	(1,324)	0	4,000	4,000	100.0%
MANAGEMENT INFORMATION SYSTEMS	624,301	0	1,302,887	1,302,887	100.0%
LAND INFORMATION MANAGEMENT SYSTEMS	84,336	0	0	0	0.0%
WEB APPLICATION SYSTEMS	109,028	0	5,000	5,000	100.0%
GEOGRAPHIC INFORMATION SYSTEMS	(74,332)	0	1,001	1,001	100.0%
TELECOMMUNICATIONS	127,575	0	350,001	350,001	100.0%
PUBLIC SAFETY RADIO COMMUNICATION	55,165	12,200	(277,000)	(289,200)	(2370.5%)
<b>NET GAIN (LOSS)</b>	<b>1,471,818</b>	<b>(802,127)</b>	<b>88,703</b>	<b>890,830</b>	<b>(111.1%)</b>
<b>STAFFING</b>					
DOIT-ADMINISTRATION	8	9	9	0	0.0%
INFRASTRUCTURE	13	13	18	5	38.5%
LAW & JUSTICE APPLICATION SYSTEMS	9	10	10	0	0.0%
H&SS APPLICATION SYSTEMS	16	16	17	1	6.3%
MANAGEMENT INFORMATION SYSTEMS	6	5	7	2	40.0%
LAND INFORMATION MANAGEMENT SYSTEMS	8	8	0	(8)	(100.0%)
WEB APPLICATION SYSTEMS	3	4	4	0	0.0%
GEOGRAPHIC INFORMATION SYSTEMS	3	5	5	0	0.0%
TELECOMMUNICATIONS	0	0	0	0	0.0%
PUBLIC SAFETY RADIO COMMUNICATION	2	4	4	0	0.0%
<b>TOTAL STAFFING</b>	<b>68</b>	<b>74</b>	<b>74</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$4,621,989 or 13.7% in revenues and \$3,731,159 or 10.8% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The department is an Internal Service Fund and as such its funding source is through charges for services to County departments and other agencies. The department's cost plan assumes that revenues will equal expenses within the accounting period with an allowance for working capital and except for capital asset expenditures, which are charged to departments based on standard depreciation schedules. There is no expected change in fund balance.

Primary Costs

The department's three primary cost centers include: Infrastructure; Applications Development Management and Support; and Communications. The Recommended Budget continues to focus on maintenance and support of current systems with limited development of new systems to support high-priority department objectives and State and federal mandates. The Recommended Budget reflects 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 \$19,423,083 which primarily consists of staffing costs, Countywide Administrative Overhead costs, \$7,567,000 in contracted services (Avenu) and \$7,811,000 for software licenses, hardware, operating, and communications services. Infrastructure functions include network administration, data communications, network security, computer operations, help desk, desktop support, database and operating systems administration, data storage management, backup, and business services.

## Applications Development Management and Support:

Total appropriations for Applications Development Management and Support are \$13,159,744 and consists primarily of staffing costs, Countywide Administrative Overhead costs, and \$1,730,000 for hardware, software, and other third-party services. 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. Systems supported include Law & Justice Application Systems, Health & Social Services (H&SS) Applications Systems, Management Information Systems, Web Application Systems, and Geographic Information System.

## Communications:

Total appropriations for Communications are \$3,658,518 which primarily includes, \$2,042,000 as pass-through telephone usage, voicemail, and other charges, \$638,000 for hardware, software, and vendor services. Other costs include staffing and Countywide Administrative Overhead. Communications cost centers include Telecommunications and Public Safety Radio Communications. Telecommunications provides telecommunications installation, programming, and support for phone systems, voicemail, and interactive voice response systems; and Public Safety Radio Communications provides engineering, installation, programming, and support of the public safety radio system.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$7,567,000 for managed services.
- \$1,805,000 for Microsoft Office 365.
- \$1,600,000 for contracted services for IT projects.
- \$425,000 for Local Area Technical Assistance (LATA) broadband infrastructure project.
- \$375,000 for GIS Consulting Services Geographic Technology Group.

Timothy P. Flanagan, Chief Information Officer  
Other General

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- \$308,000 for communications contracted services.
- \$251,000 for security tools.
- \$247,000 GIS Azure application development.
- \$242,000 PeopleSoft Oracle software maintenance.
- \$241,000 Aerial imagery for GIS.
- \$230,000 for Finance Enterprise annual maintenance.
- \$208,000 for Microsoft Premier Services.
- \$200,000 for Microsoft Azure Roadmap and Cloud Infrastructure.
- \$186,000 for ServiceNow Consulting.
- \$185,000 for ConvergeOne Cisco VoIP annual maintenance.
- \$173,000 for ServiceNow subscription renewal.
- \$146,000 for IT Subscription Based research.
- \$140,000 for Cisco SmartNet.
- \$140,000 Software Database Monitoring Tool.
- \$115,000 for GIS software maintenance.
- \$93,000 NextGen Electronic Health Records contract.
- \$91,000 for ProofPoint Cloud based email security.
- \$80,000 Microsoft Sentinel centralized logging and alerting.
- \$80,000 for GIS Cloud Service Axim Geospatial.
- \$80,000 for VM Ware ESX-Per-Processor Annual Maintenance.
- \$77,000 for IntelliTime maintenance.
- \$75,000 for security professional services consulting.

Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed assets:

- \$1,636,800 for Cisco Data Center Infrastructure refresh.
- \$500,000 for Storage Appliance and Hyperflex data center storage and Network Attached Storage (NAS).
- \$411,000 for Public Safety Radio System infrastructure equipment.
- \$400,000 for Solano County Website re-platform.
- \$250,000 for Network Appliance Storage replacement.
- \$121,000 for Network Leaf Switches, Wireless Local Area Network (LAN) Controller to replace aging and malfunctioning equipment.
- \$30,000 for Wide Area Network (WAN) Routers for Solano County ASE Circuits.

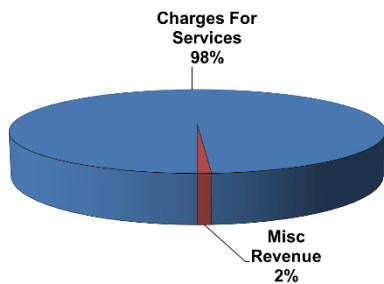
**DEPARTMENT COMMENTS**

For the Recommended Budget, DoIT outlined priorities focused on establishing fundamentals that enable operational efficiencies and achieve greater return for County funds. The Recommended budget strives to address:

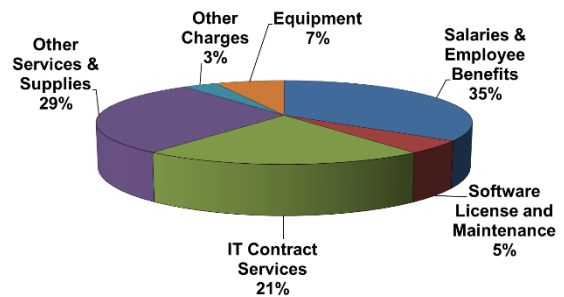
- Delivering the most secure, stable, and reliable IT platform for the County to maximize productivity and minimize disruption within the limits of resources available.
- Working with County business partners to automate predictable and repeatable work to enable the organization to focus resources on innovation.
- The business transformation of DoIT to organize the work according to industry best practices.
- Providing career development opportunities and advanced training opportunities to all staff to provide better service to the County.

Many ongoing and planned projects, such as network security, IT infrastructure refresh, updated County website, technologies to aid in disaster recovery, and implementing software solutions for process improvements, support these priorities. DoIT continues to look for opportunities to partner with other departments to find greater efficiencies, ensure data is secure, and ensure continuity of County services to the public.

**SOURCE OF FUNDS**



**USE OF FUNDS**



Timothy P. Flanagan, Chief Information Officer

Other General

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	45,498	50,000	67,719	17,719	35.4%
INTERGOVERNMENTAL REV STATE	0	0	498,950	498,950	100.0%
INTERGOVERNMENTAL REV OTHER	148,880	148,881	148,881	0	0.0%
CHARGES FOR SERVICES	29,004,326	33,007,946	37,278,163	4,270,217	12.9%
MISC REVENUE	293,913	552,179	387,282	(164,897)	(29.9%)
<b>TOTAL REVENUES</b>	<b>29,492,617</b>	<b>33,759,006</b>	<b>38,380,995</b>	<b>4,621,989</b>	<b>13.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	10,244,269	13,843,122	13,165,760	(677,362)	(4.9%)
SERVICES AND SUPPLIES	15,196,347	17,608,642	20,306,244	2,697,602	15.3%
OTHER CHARGES	1,281,835	1,107,211	1,307,224	200,013	18.1%
F/A EQUIPMENT	1,581,715	1,510,127	2,948,800	1,438,673	95.3%
F/A - INTANGIBLES	0	400,000	400,000	0	0.0%
LEASES	0	0	11,055	11,055	100.0%
OTHER FINANCING USES	101,392	140,031	153,209	13,178	9.4%
INTRA-FUND TRANSFERS	(65,400)	(48,000)	0	48,000	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>28,340,157</b>	<b>34,561,133</b>	<b>38,292,292</b>	<b>3,731,159</b>	<b>10.8%</b>
<b>NET GAIN(LOSS)</b>	<b>1,152,460</b>	<b>(802,127)</b>	<b>88,703</b>	<b>890,830</b>	<b>(111.1%)</b>

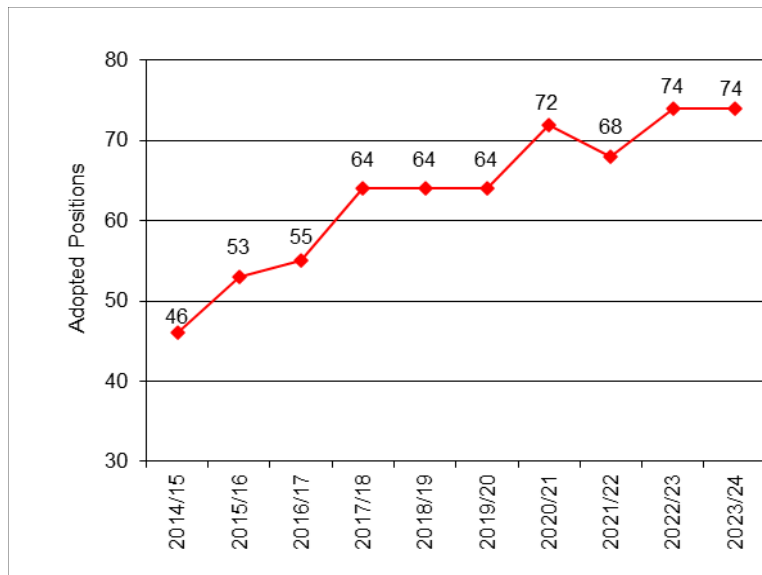
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The decrease in Salaries and Employee Benefits is primarily due to estimated salary savings of \$1,600,000 based on anticipated vacancies in FY2023/24 offset by increases due to negotiated and approved labor contracts.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Significant effort is recommended to re-imagine the staffing model for IT services in recognition of a multi-year challenge to hire and retain new talent. It is recommended that the approach to hiring recognize the difficulties that face all organizations trying to hire in IT and make appropriate adjustments up to and including examination of the civil service hiring rules to bring new efficiency to the process. Furthermore, an examination of the classification system in place for DoIT classifications is recommended to determine if Solano County is offering regionally competitive salary and benefits to DoIT staff.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1878 SCIPS REPLACEMENT PROJECT	0	2,133,919	1,805,099	(328,820)	(15.4%)
<b>APPROPRIATIONS</b>					
1878 SCIPS REPLACEMENT PROJECT	1,753,436	2,133,919	1,805,099	(328,820)	(15.4%)
<b>NET CHANGE</b>					
1878 SCIPS REPLACEMENT PROJECT	(1,753,436)	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 20 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. In 2017, the Board approved a \$10,000,000 loan from the County General Fund (GF) to fund a multi-year multi-department project to replace the Solano County Integrated Property Systems (SCIPS).

Implementation of the new property tax system, County Assessment and Taxation System (CATS), was planned over a three-year period and across fourteen phases of work and went live on March 1, 2023.

Most costs related to the SCIPS replacement project will be funded by the Board approved loan and later recovered via user charges. On an annual basis, as costs are incurred, the Department of Information Technology (DoIT) submits a summary of costs eligible for funding by the GF loan to the Auditor-Controller’s Office (ACO) and the County Administrator for review and approval. Upon approval, ACO prepares a journal entry to transfer cash from the loan to the DoIT Fund. The following shows the current and upcoming drawdowns from this loan:

Project Funding:	\$10,000,000
Actual Cost Through FY2021/22:	\$4,638,750
Mid-Year Projection FY2022/23:	\$3,008,236
<u>Recommended Budget FY2023/24:</u>	<u>\$1,805,099</u>
Balance Remaining:	\$ 547,915

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Accomplishments:

- Phases 0-13 are completed as of March 31, 2023.
- Completed all 262 planned workshops.
- Completed all 1,729 planned feature demonstrations.
- Delivered Conversion 5.0 on February 10, 2023.
- Completed Go-Live readiness including all necessary activities leading up to Go-Live.
- Completed all training for activities that will follow Go-Live, training for users, IT, Solano Connect, and archival system training.
- Selected Post Go-Live vendor support package.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an decrease of \$328,820 or 15.4% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. These funds will be utilized by the department to continue post go-live activities and archival system training of the new property tax system.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
OTHER FINANCING SOURCES	0	2,133,919	1,805,099	(328,820)	(15.4%)
<b>TOTAL REVENUES</b>	<b>0</b>	<b>2,133,919</b>	<b>1,805,099</b>	<b>(328,820)</b>	<b>(15.4%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	792,367	1,178,820	1,000,357	(178,463)	(15.1%)
OTHER CHARGES	466,543	479,827	594,418	114,591	23.9%
F/A - INTANGIBLES	429,126	427,272	210,324	(216,948)	(50.8%)
INTRA-FUND TRANSFERS	65,400	48,000	0	(48,000)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,753,436</b>	<b>2,133,919</b>	<b>1,805,099</b>	<b>(328,820)</b>	<b>(15.4%)</b>
<b>NET CHANGE</b>	<b>(1,753,436)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget unit.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**DEPARTMENTAL PURPOSE**

The Accumulated Capital Outlay budget reflects funding used to administer capital projects, acquire real property, plan for capital improvements, construct new facilities, and repair/improve existing County facilities.

**Budget Summary:**

FY2022/23 Midyear Projection:	102,562,819
FY2023/24 Recommended:	21,717,252
County General Fund Contribution:	15,374,950
Percent County General Fund Supported:	70.8%
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 FY2022/23, projects and studies completed or anticipated to be completed by June 30, 2023, include:

- 1677 - JDF (Bldg. 1) Interior Repainting 740 Beck Avenue, Fairfield
- 1682 - Agriculture Building B Office Reconfiguration 2543 Cordelia Road, Fairfield
- 1684 - Countywide Card Access Upgrade Various
- 1690 - Stanton Correctional Facility Acoustic Study 2450 Claybank Road, Fairfield
- 1692 - Clay Street Facilities Relocation Study Various
- 1695 - Fleet, Agriculture, UC Coop Building Demolition Study Various
- 1697 - Lake Solano Water System Assessment 8685 Pleasants Valley Rd, Winters
- 1699 - Law & Justice East Elevator Upgrades 530 Union Avenue, Fairfield
- 1727 - District Attorney & Public Health HVAC Assessment 2201 Courage Drive, Fairfield
- 1729 - Fleet Heavy Equipment - Roofing Replacement 3255 North Texas Street, Fairfield
- 1749 - Juvenile Detention Facility Security System Upgrade 740 Beck Avenue, Fairfield
- 1771 - Sheriff's Office Claybank / JCDF Kitchen Assessment 2500 Claybank Road, Fairfield
- 1773 - Animal Care, Replacement of Administration Building 2520 Claybank Road, Fairfield
- 1783 / 1974 - H&SS Residential Mental Health Diversion Facility 2251, 2261, & 2271 South Watney Way, Fairfield
- 1798 - H&SS Public Reception Updates - Phase 1 Various
- 1799 - Law & Justice Sheriff - Hot Water Piping Replacement and Shower Repairs (Phase 2) 500 Union Avenue, Fairfield
- 6316 - Library Material Handling (LMH) 1020 Ulatis Drive, Vacaville
- 6311-0002 - Library Wide Card Access Upgrade 1150 Kentucky Street, Fairfield
- 6507 - District Attorney (DA) Forensic Lab - Toxicology Expansion 2201 Courage Drive, Fairfield
- 6661 - 709 Beck Tenant Improvements - Probation (Juvenile Supervision) Relocation 709 Beck Avenue, Fairfield

**WORKLOAD INDICATORS**

Previously approved and funded projects to be carried into FY2023/24:

- 1664 - Security Camera Replacement Main Jail 500 Union Avenue, Fairfield
- 1668 - CAC Public Area Recarpeting 675 Texas Street, Fairfield
- 1669 - Solano Comprehensive Energy Services Various
- 1673 - Human Resources Room 1022 Conversion 675 Texas Street, Fairfield
- 1674 - Stanton Facility Roof and Wall Moisture Evaluation 2450 Claybank Road, Fairfield
- 1675 - Juvenile Detention Facility Shower Renovation 740 Beck Avenue, Fairfield
- 1679 - Agriculture Building B Additional Conditioned Work Area 2453 Cordelia Road, Fairfield
- 1680 - JCDF Elevator Cab Upgrades 500 Union Avenue, Fairfield
- 1681 - Claybank Detention Shower Replacement 2500 Claybank Road, Fairfield
- 1685 - Claybank Detention Air Handling Unit Replacement 2500 Claybank Road, Fairfield
- 1687 - Public Defender Additional Workstations 675 Texas Street, Fairfield
- 1691 - Stanton Visitor Control Station Ballistic Upgrade 2450 Claybank Road, Fairfield
- 1694 - Claybank Valve and Hydronic Piping Replacement 2500 Claybank Road, Fairfield
- 1696 - Sheriff's Office Holding Cell Hot Water Supply 321 Tuolumne Street, Vallejo
- 1697 - Lake Solano Water System Improvement 8686 Pleasants Valley Road, Winters
- 1704 - Alternate Public Defender Room Expansion 675 Texas Street, Fairfield
- 1705 - H&SS Headquarters Security Upgrade 275 Beck Avenue, Fairfield
- 1706 - H&SS Dental Clinic Flooring Replacement 2101 Courage Drive, Fairfield
- 1707 - JDF Bldg. 1 Door Locks and Wiring Assessment 740 Beck Avenue, Fairfield
- 1708 - Facilities Condition Assessment Report Update Various
- 1709 - 701 Texas Building HazMat Remediation 701 Texas Street, Fairfield
- 1722 - CAC - CEC Security Camera Upgrades Various
- 1728 - JDF Bldg 1 Modification Phases 1 & 2 740 Beck Avenue, Fairfield
- 1731 - 1328 Virginia Street - Site Study 1328 Virginia Street, Vallejo
- 1736 - Sandy Beach Day Use Access Improvements 2333 Beach Drive, Rio Vista
- 1738 - County-wide EV Charging Master Plan Various
- 1740 - Claybank Jail Perimeter Fence Replacement 2500 Claybank Road, Fairfield
- 1743 - 701 Texas Exterior Painting 701 Texas Street, Fairfield
- 1745 - JCDF Housing Cell Improvements 740 Beck Avenue, Fairfield
- 1747 - H&SS Fumes Safety Study 2201 Courage Drive, Fairfield
- 1772 - H&SS Negative Pressure Airflow 2201 Courage Drive, Fairfield
- 1775 - Downtown Jail Intake Area Study 500 Union Avenue, Fairfield

**Functional Area Summary**

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

**Megan M. Greve, Director of General Services  
Plant Acquisition**

- 1781 - Lake Solano Waterfront and Boater Access Improvement 8685 Pleasants Valley Rd, Winters
- 1788 - Justice Campus Site Assessment Downtown Fairfield Justice Campus
- 1791 - Justice Campus Asset Protection Downtown Fairfield Justice Campus
- 1792 - Solano Justice Center HVAC Controls / Equipment Replacement 321 Tuolumne Street, Vallejo
- 1796 - CAC - CEC Audio Visual Upgrades 601 and 675 Texas Street, Fairfield
- 1798 - H&SS Public Reception Updates - Phase 2 Various
- 1799 - Law & Justice Sheriff - Sanitary Sewer Replacement (Phase 3) 500 Union Avenue, Fairfield
- 1973 - CAC Space Utilization Study and Implementation 675 Texas Street, Fairfield
- 1976 - Family Justice Center Reroofing 604 Empire Street, Fairfield
- 1979 - CAC Parking Structure Security 501 Union Avenue, Fairfield
- 1980 - New Health Services and Clinic Facility (Design) Beck Campus
- 1981 - Law and Justice Fairfield Campus Security Downtown Fairfield Justice Campus
- 6311 - Library Administration Work Area Reconfiguration 1150 Kentucky Street, Fairfield
- 6311 - Library Literacy Program Space Conversion 1150 Kentucky Street, Fairfield
- 9012 - Airport Elevator Upgrade 301 County Airport Road, Vacaville
- 9887 - Vacaville Library & Cultural Center Expansion 1020 Ulatis Drive, Vacaville

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CAPITAL PROJECTS	72,333,755	22,736,524	21,081,913	(1,654,611)	(7.3%)
<b>TOTAL REVENUES</b>	<b>72,333,755</b>	<b>22,736,524</b>	<b>21,081,913</b>	<b>(1,654,611)</b>	<b>(7.3%)</b>
<b>APPROPRIATIONS</b>					
CAPITAL PROJECTS	28,411,767	24,453,563	21,717,252	(2,736,311)	(11.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>28,411,767</b>	<b>24,453,563</b>	<b>21,717,252</b>	<b>(2,736,311)</b>	<b>(11.2%)</b>
<b>NET CHANGE</b>					
CAPITAL PROJECTS	(43,921,988)	1,717,039	635,339	(1,081,700)	(63.0%)
<b>NET CHANGE</b>	<b>(43,921,988)</b>	<b>1,717,039</b>	<b>635,339</b>	<b>(1,081,700)</b>	<b>(63.0%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,654,611 or 7.3% in revenues and a decrease of \$2,736,311 or 11.2% in appropriations when compared to the FY2022/23 Adopted Budget. This is primarily attributed to new projects recommended for funding.

Each year, any funded projects which are not completed are carried forward into or are re-budgeted in the succeeding year increasing the total appropriation and revenue in the Working Budget.

**Megan M. Greve, Director of General Services  
Plant Acquisition**

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Primary Funding Sources

The primary funding sources for capital projects are:

- \$3,966,550 from property taxes. The Budget reflects an increase of \$179,414 or 4.7% when compared to FY2022/23 Adopted Budget.
- \$810,000 from Revenue from Use of Money for interest income and building rental from Department of Child Support Services.
- \$903,050 in Other Financing Sources for Transfers-In which includes, \$480,000 from Probation, \$324,050 from the Sheriff, and \$99,000 from Health and Social Services to fund various recommended capital projects for FY2023/24.
- \$15,374,950 in Transfers-In - County Contribution from County General Fund (\$6,000,000) and Capital Renewal Reserve (\$9,374,950) to fund several recommended capital projects for FY2023/24.

Primary Costs

The primary costs in the ACO budget include the direct and indirect costs for each facility improvement project. The projects are driven by the need for construction of new County facilities for new or evolving programs, renovations, major repairs, and other improvements to support delivery of County services, major repairs, and major equipment replacements that add value or extend the useful life of real property assets.

The Recommended Budget includes the following new appropriations for administration and capital projects, which were presented to the Board as part of the 5-Year Capital Facilities Improvement Plan (CFIP) on March 7, 2023.

1701 - Other Financing Uses

Appropriations of \$1,458,130 include the following significant costs:

- Transfer-out of \$900,000 to cover the Accumulated Capital Outlay (ACO) Fund obligation for the repayment of the 2002 Certificate of Participation (COP). This is an annual payment covering principal and interest payments.
- Countywide Administration Overhead costs of \$529,110.

1672 - Project Pre-planning

- \$1,860,622 previously funded by General Fund. This was previously budgeted in BU 1701, representing monies for professional services and needed improvements that may arise due to unforeseen occurrence or condition.

1688 - JCDF Forensic Laboratory Improvements

- \$412,000 funded by Sheriff's Office (\$324,050) and General Fund (\$87,950) to support Justice Center Detention Facility (JCDF) Forensic Laboratory Improvements at 530 Union Avenue in Fairfield.

1697 - Lake Solano Water System Improvement

- Additional \$1,036,000 funded by ACO Fund for potable water and wastewater improvements at Lake Solano Park.

1718 - JDF Walk-In Freezer & Refrigerator Replacement

- \$460,000 funded by General Fund to support Juvenile Detention Facility (JDF) Walk-In Freezer & Refrigerator Replacement at 740 Beck Avenue in Fairfield.

1725 - Communication Vehicle Bay Additional HVAC

- \$80,000 funded by ACO Fund to support Communication Vehicle Bay Additional HVAC at 500 Clay Street in Fairfield.

1726 - H&SS Suite 1400 Carpet Replacement

- \$74,000 funded by General Fund to support H&SS Suite 1400 Carpet Replacement at 355 Tuolumne Street in Vallejo.

1728 - Juvenile Detention Facility Building Modification Phase 1 - Design

- Additional \$1,030,000 funded by ACO Fund (\$550,000) and Probation Department (\$480,000) to support Juvenile Detention Facility Building Modification Phase 1 - Design at 740 Beck Avenue in Fairfield.

## Functional Area Summary

## 1700 – Fund 006-Accumulated Capital Outlay (ACO)

Megan M. Greve, Director of General Services  
Plant Acquisition

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### 1777 - JDF Sports Quad Shade Structure

- \$70,000 funded by ACO Fund to support JDF Sports Quad Shade Structure at 740 Beck Avenue in Fairfield.

### 1790 - COGEN Boiler Exhaust Support & Roof Assessment

- \$60,000 funded by General Fund to support Cogeneration Plant (COGEN) Boiler Exhaust Support & Roof Assessment at 517/523 Delaware Street in Fairfield.

### 1793 - Juvenile Detention Covered Walkway Replacement

- \$140,000 funded by General Fund to support Juvenile Detention Covered Walkway Replacement at 740 Beck Avenue in Fairfield.

### 1795 - Lighting Control Assessment on County Buildings

- \$234,000 funded by General Fund to support Lighting Control Assessment on County Buildings at 1150 First Street in Benicia and 355 Tuolumne Street in Vallejo.

### 1976 - Family Justice Center Reroofing

- Additional \$160,000 funded by General Fund to support increased cost for roofing project at 640 Empire Street in Fairfield.

### 1983 - JCDF HVAC Reheat Coil Replacement

- \$800,000 funded by General Fund to support JCDF HVAC Reheat Coil Replacement at 500 Union Avenue in Fairfield.

### 1984 - Rio Vista Vets Reroofing

- \$454,000 funded by General Fund to support Rio Vista Veterans Memorial Building Reroofing at 610 Saint Francis Way in Rio Vista.

### 1985 - Dixon Vets Drainage Improvement & Building Assessment

- \$280,000 funded by ACO Fund to support Dixon Veterans Memorial Hall Drainage Improvement & Building Assessment at 1305 North First Street in Dixon.

### 1986 - 701 Texas Bldg. Re-Use Improvements Ph. 1

- \$104,500 funded by ACO Fund to support 701 Texas Building Re-Use Improvements Phase 1 at 701 Texas Street in Fairfield.

### 1987 - Justice Center Chilled/Heating Water Piping Assessment

- \$155,000 funded by General Fund to support Justice Center Chilled/Heating Water Piping Assessment at 321 Tuolumne Street in Vallejo.

### 1988 - Concrete Wall and Walkway Joint Resealing

- \$715,000 funded by General Fund to support Concrete Wall and Walkway Joint Resealing at 675 Texas Street in Fairfield and 355 & 365 Tuolumne Street in Vallejo.

### 1989 - Juvenile Detention Facility Exterior Repainting

- \$815,000 funded by General Fund to support Juvenile Detention Facility Exterior Repainting at 740 Beck Avenue in Fairfield.

### 1990 - Auditor-Controller Space Reconfiguration

- \$1,200,000 funded by General Fund to support Auditor-Controller Space Reconfiguration at 675 Texas Street in Fairfield.

### 1991 - New Fleet Modular Building

- \$3,000,000 funded by General Fund to support New Fleet Modular Building at 3255 North Texas Street in Fairfield.

### 1992 - Heavy Fleet Electrical Panel Assessment

- \$70,000 funded by General Fund to support Heavy Fleet Electrical Panel Assessment at 3255 North Street in Fairfield.

**Megan M. Greve, Director of General Services  
Plant Acquisition**

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6362 - Fairfield Library Reroofing

- \$835,000 from Library Fund for Fairfield Library Reroofing at 1150 Kentucky Street in Fairfield with Capital Project oversight.

1994 - Public Health Specimen Window Modification

- \$99,000 funded by H&SS (Epidemiology and Laboratory Capacity Grant) to support Public Health Specimen Window Modification at 2201 Courage Drive in Fairfield.

1995 - Vallejo Vets Continued Improvements

- \$800,000 funded by General Fund to support Vallejo Veterans Memorial Building Continued Improvements at 420 Admiral Callaghan Lane in Vallejo.

1996 - Downtown Campus Master Plan Refresher Phased Development

- \$150,000 funded by General Fund to support Downtown Campus Master Plan Refresher Phased Development at Downtown Campus in Fairfield.

1997 - DoIT Radio Interoperability

- \$4,000,000 funded by General Fund to support Department of Information Technology's Radio Interoperability Project.

1998 - First Five Early Learning Center

- \$2,000,000 funded by General Fund to support the purchase of the Beverly Hills Elementary School 1450 Coronel Avenue in Vallejo to be the new home of the First 5 Solano sponsored Early Learning Center.

Contracts

Significant contracts are appropriated in each project recommended for FY2023/24. The department seeks Board approval during the year prior to awarding the contracts.

Fixed Assets

Fixed Assets are appropriated in each project recommended for FY2023/24.

**DEPARTMENT COMMENTS**

On September 13, 2022, the Board approved a Job Order Contracting (JOC) Services Agreement with Gordian Group, Incorporated. Public Contract Code section 20128.5 allows the Board to award individual annual JOC construction agreements for repair, remodeling, or other repetitive work according to unit prices. New construction is excluded. The JOC program will be implemented in FY2023/24 and will be used to deliver the majority of the County's capital renewal and major maintenance projects.



**Functional Area Summary**

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

**Megan M. Greve, Director of General Services  
Plant Acquisition**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	3,766,048	3,787,136	3,966,550	179,414	4.7%
REVENUE FROM USE OF MONEY/PROP	4,930,845	665,320	810,000	144,680	21.7%
INTERGOVERNMENTAL REV STATE	3,815,977	5,496,934	22,213	(5,474,721)	(99.6%)
INTERGOVERNMENTAL REV FEDERAL	99	135	150	15	11.1%
INTERGOVERNMENTAL REV OTHER	15,558	40,922	5,000	(35,922)	(87.8%)
MISC REVENUE	0	4,039,160	0	(4,039,160)	(100.0%)
OTHER FINANCING SOURCES	32,718,719	225,000	903,050	678,050	301.4%
GENERAL FUND CONTRIBUTION	27,086,510	8,481,917	15,374,950	6,893,033	81.3%
<b>TOTAL REVENUES</b>	<b>72,333,755</b>	<b>22,736,524</b>	<b>21,081,913</b>	<b>(1,654,611)</b>	<b>(7.3%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	1,433,787	3,890,472	3,823,122	(67,350)	(1.7%)
OTHER CHARGES	780,393	361,587	656,973	295,386	81.7%
F/A BLDGS AND IMPRMTS	24,569,056	19,301,222	16,336,000	(2,965,222)	(15.4%)
F/A EQUIPMENT	725,934	0	0	0	0.0%
OTHER FINANCING USES	902,598	900,282	901,157	875	0.1%
<b>TOTAL APPROPRIATIONS</b>	<b>28,411,767</b>	<b>24,453,563</b>	<b>21,717,252</b>	<b>(2,736,311)</b>	<b>(11.2%)</b>
<b>NET CHANGE</b>	<b>(43,921,988)</b>	<b>1,717,039</b>	<b>635,339</b>	<b>(1,081,700)</b>	<b>(63.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County is seeking Federal Emergency Management Agency and/or California Office of Emergency Services hazard mitigation grant funding, and if successful these funds may offset capital expenditures for certain planned hazard mitigation projects, freeing previously appropriated capital funding for other priority projects.

The State of California has approved a project to replace the Solano County Hall of Justice (Solano County Superior Court) located at 550/600 Union Street in Fairfield. The total estimated project cost is \$265 million which includes construction of a new 12-courtroom courthouse, secured parking for judicial officers and approximately 240 surface parking spaces which is anticipated to be completed in 2030. County staff are working with the Judicial Council of California and the Solano Superior Court to assist in identifying feasible siting options for the new Hall of Justice, including identifying the related impacts to County operations. Staff anticipate returning to the Board with Hall of Justice Project updates in FY2023/24.

In FY2023/24 inflation, higher fuel costs, supply chain disruptions and ongoing labor shortages may continue. It is unclear how these issues will impact budget, construction materials, lead times, and other necessary supplies. Department staff will continue to evaluate these impacts and recommend necessary revisions to project scopes or budgets as effects become known.

**1700 – Fund 006-Accumulated Capital Outlay (ACO) Summary of Other Administered Budgets**  
**Megan M. Greve, Director of General Services**  
**Plant Acquisition**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1630 PUBLIC ART	2,739	532	1,557	1,025	192.7%
1820 FAIRGROUNDS DEVELOPMENT PROJ	2,035,765	13,737,942	8,407,899	(5,330,043)	(38.8%)
1760 PUBLIC FACILITIES FEES	9,518,294	5,783,180	6,861,400	1,078,220	18.6%
4130 CJ FAC TEMP CONST FUND	267,223	226,119	261,000	34,881	15.4%
4140 CRTHSE TEMP CONST FUND	265,305	221,239	257,000	35,761	16.2%
<b>APPROPRIATIONS</b>					
1630 PUBLIC ART	2,598	40,546	45,984	5,438	13.4%
1820 FAIRGROUNDS DEVELOPMENT PROJ	449,676	10,159,973	9,983,107	(176,866)	(1.7%)
1760 PUBLIC FACILITIES FEES	4,356,580	1,947,470	1,997,214	49,744	2.6%
4130 CJ FAC TEMP CONST FUND	451,548	52,680	1,678	(51,002)	(96.8%)
4140 CRTHSE TEMP CONST FUND	285,334	237,302	326,735	89,433	37.7%
<b>NET CHANGE</b>					
1630 PUBLIC ART	(141)	40,014	44,427	4,413	11.0%
1820 FAIRGROUNDS DEVELOPMENT PROJ	(1,586,089)	(3,577,969)	1,575,208	5,153,177	(144.0%)
1760 PUBLIC FACILITIES FEES	(5,161,714)	(3,835,710)	(4,864,186)	(1,028,476)	26.8%
4130 CJ FAC TEMP CONST FUND	184,325	(173,439)	(259,322)	(85,883)	49.5%
4140 CRTHSE TEMP CONST FUND	20,029	16,063	69,735	53,672	334.1%

A summary of the budgets administered by the Accumulated Capital Outlay (ACO)'s Office is provided on the following pages.

**FUNCTION AND RESPONSIBILITIES**

The purpose of this budget is to account for the purchase or commission of public art and the maintenance of public art within designated public areas owned by the County (Ordinance No. 1639, Chapter 5, and Section 5.5-5.6). The County budgets for public art in County facilities to promote arts and culture in Solano County. For capital construction projects in excess of \$1 million, 1.5% of construction cost, at the time of the initial contract award (excluding maintenance projects), is allocated for public art. In addition, 5% of the 1.5% is to be reserved for maintenance of public art projects.

Funds appropriated to this budget will be used for: design services of artists; selection, acquisition, purchase, commissioning, installation, examination and/or display of artworks; maintenance of artworks; education concerning the artwork; and administrative costs of the Art Committee in connection with the Art Program.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

Identification of a sufficient funding source for maintenance of public art is needed. Also, longer-term restoration costs for certain deteriorating works and associated logistical challenges of performing restoration under the supervision of the original artist remains challenging.

Accomplishments:

No activities occurred in FY2022/23 because the approved capital projects did not include public art components.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,025 or 192.7% in revenues and an increase of \$5,438 or 13.4% in appropriations when compared to the FY2022/23 Adopted Budget.

There is no funding for new public art projects in FY2023/24. The appropriations represent charges to the Countywide Administrative Overhead and maintenance costs for existing public art. The revenues reflect estimated Interest Income and Operating Transfers-In from the Accumulated Capital Outlay Fund to support County Administrative Overhead charges and public art maintenance costs.

Fixed Assets

None.

See related Budget Unit 9402 – Fund 106 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	141	250	400	150	60.0%
OTHER FINANCING SOURCES	2,598	282	1,157	875	310.3%
<b>TOTAL REVENUES</b>	<b>2,739</b>	<b>532</b>	<b>1,557</b>	<b>1,025</b>	<b>192.7%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	40,264	44,827	4,563	11.3%
OTHER CHARGES	2,598	282	1,157	875	310.3%
<b>TOTAL APPROPRIATIONS</b>	<b>2,598</b>	<b>40,546</b>	<b>45,984</b>	<b>5,438</b>	<b>13.4%</b>
<b>NET COUNTY COST</b>	<b>(141)</b>	<b>40,014</b>	<b>44,427</b>	<b>4,413</b>	<b>11.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budgets 1820 – Fund 107-Fairgrounds Development Project**  
**Bill Emlen, County Administrator**  
**Plant Acquisition**

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**FUNCTION AND RESPONSIBILITIES**

This budget unit is designed to cover the costs of the redevelopment of the Solano County Fairgrounds, the “Solano360 Project” or “Project,” that will revitalize and redevelop the 149.1-acre site. It is recommended that this budget unit be used to pay for the initial design permitting process and site preparation started in FY2017/18. This multiyear project is a cooperative effort between the County, City of Vallejo, and the Solano County Fair Association (SCFA) that began in 2008.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Background:

In FY2008/09, the County entered into a Memorandum of Understanding with the City of Vallejo regarding the redevelopment of the Fairgrounds. The Board initially established an Ad Hoc Fairgrounds Committee and authorized the Auditor-Controller to establish an initial loan of \$2 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 committee 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; including five presentations before the Vallejo City Council, a joint Vallejo City Council-Planning Commission meeting that was held on January 7, 2013 to receive public input on the project, and a public workshop on the financial aspects of the project was held on February 7, 2013. The project has been discussed at over 40 Fair Board meetings. Staff has also been before the 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 approved project, Solano360 Specific Plan, and recommended that the application be sent to the City of Vallejo for the Development Agreement and Tentative Map. On April 29, 2013, the Vallejo City Planning Commission approved the Tentative Map for the Project and recommended approval of the Specific Plan, Development Agreement, Vallejo General Plan Amendments, and Zoning Amendments to the Vallejo City Council. The Vallejo City Council approved the Solano360 Specific Plan, a tentative map, and the Development Agreement on May 14, 2013.

In FY2013/14, the Project team, after engaging the services of three consultants (MacKay & Soms, ENGEO, and First Carbon Solutions), began the preliminary design of Phase 1A of the Project which included the preparation of the required environmental surveys and wetland delineations, the geotechnical analysis, and the preliminary engineering for the Project.

In FY2014/15, the County received a Conditional Letter of Map Revision from the Federal Emergency Management Agency which is the first milestone in removing the Phase 1 work from a flood plain.

## **1820 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets**

### **Bill Emlen, County Administrator**

### **Plant Acquisition**

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The inaugural Solano360 Implementation Committee, which consists of two Board members and two city council members, was convened pursuant to the Project's Development Agreement. In consultation with the Implementation Committee, a Request for Qualifications for the development of Solano360 was issued on December 23, 2014, and proposals were submitted on March 13, 2015, and presented to the committee. The committee recommendation was forwarded to the Board of Supervisors on April 14, 2015. Staff was directed to proceed with negotiating an Exclusive Right to Negotiate (ERN) Agreement with the selected proposer, Solano Community Development, LLC (SCD). The ERN was executed in May 2015 with an initial term of nine months.

In FY2015/16, staff worked with SCD on development of their proposed land plan for utilization of all or a portion of the 149.1-acre project site. SCD proposed to develop uses consistent with the Solano360 Specific Plan, which initially included an Exposition Hall, Retail Shops, Amphitheatre, Hotel, Sports Fields, and Fair of Future venues organized along an iconic water feature that includes a public promenade. On January 26, 2016, the Board agreed to a 2-month extension of the ERN to allow SCD to further refine their land plan and develop a market study. On March 22, 2016, the Board, upon receipt of the updated land plan and market study granted a second extension through October 25, 2016, to allow the developer to finalize the land plan and coordinate with the County on a project phasing plan, facilities financing plan and Lease Disposition and Developer Agreement. The project team provided progress updates to the City of Vallejo and the Solano360 Implementation Committee as well as pursuing jurisdictional and permitting requirements through the County's engineering and environmental consultants.

In FY2016/17, staff continued discussions with SCD under the ERN for their proposed utilization of the 149.1-acre project site. Staff and 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, extending the expiration to June 27, 2017. On a concurrent path, staff continued with environmental and engineering evaluations to pursue jurisdictional clearance of the entire project site as well as development of bid documents for demolition of the grandstands, horse barns and ancillary structures. Staff worked with Solano Transportation Authority (STA) and the City of Vallejo on an amended and restated funding agreement for the Solano360 project share of offsite improvements identified as mitigation measures in the Specific Plan FEIR for the Redwoods Parkway and Fairgrounds Drive Improvement project.

In FY2017/18, the County entered into an amended and restated funding agreement with the STA and the City of Vallejo and agreed to provide \$750,000 to begin pre-design and design documentation for the Redwoods Parkway and Fairgrounds Drive Improvement project.

The Board of Supervisors made the determination to not renew the Exclusive Right to Negotiate with SCD, LLC. The County continued to evaluate its options with regards to the future implementation of the Solano360 Specific Plan which included demolition/clean-up of specific areas of the site, targeted upgrades to existing facilities and potential solicitation of a new developer(s) for the 149.1-acre project site.

In April of 2018, the County solicited and received bids for the demolition of grandstands, horse barns and ancillary structures and awarded the contract for demolition in June 2018.

In FY2018/19, demolition of the grandstands, horse barns and ancillary structures was completed and site grading to collect site storm water was performed including installation of associated storm water conveyance infrastructure. The Project experienced some delays from wildfires in neighboring counties, which impacted PG&E abilities to demolish utility infrastructure.

In FY2019/20, the Board issued the Notice of Completion for the demolition of the grandstands, horse barns and ancillary structures and improvements for site grading to collect site storm water was performed including installation of associated storm water conveyance infrastructure. In January of 2020, the County, in conjunction with the City of Vallejo, issued a Request for Qualifications (RFQ) for development of the Solano360 Specific Plan. Four responses were received, but due to operational impacts as a result of COVID-19, the review process of the four developer submittals continued into FY2020/21.

In FY2020/21, County staff, City of Vallejo staff, and a representative from the Solano Economic Development Corporation reviewed responses to the Request for Proposals for development of the 149.1 acre Fairgrounds site and after evaluation the Solano360 Implementation Committee, comprised of Solano County Board of Supervisors Erin Hannigan and Jim Spering, and Vallejo City Councilmembers Pippen Dew and Hermie Sunga, selected IRG/JLL as the preferred development team for the Solano360 development and recommended that the Board of Supervisors enter into an Exclusive Right to Negotiate (ERN) Agreement with IRG/JLL. The committee recommendation was forwarded to the Board of Supervisors on November 17, 2020 and staff was directed to proceed with negotiating an ERN with the selected proposer, IRG/JLL. The ERN was fully executed in

**Summary of Other Administered Budgets 1820 – Fund 107-Fairgrounds Development Project**  
**Bill Emlen, County Administrator**  
**Plant Acquisition**

January 2021 with an initial term of nine months. Staff continues to work with IRG/JLL on their proposed land uses with the goal of entering a long-term ground lease for the site. Concurrently, staff began working with Solano Transportation Authority on proposed infrastructure improvements to Fairgrounds Drive and the Highway 37 Interchange which will bring benefit to the future Solano360 development.

In FY2021/22, County staff continued working with IRG/JLL under the ERN agreement approved in 2020, amending this agreement through September 30, 2022, to allow for completion of work. IRG filed a Specific Plan amendment with the City of Vallejo, which is currently under review. Staff continued to work with IRG/JLL on entering into a long-term ground lease for the site. Staff also began working with PG&E on relocation of a gas line, and with the Vallejo Flood and Wastewater District on water, sewer, and storm drainage needs.

In FY2022/23, County staff continue to work with IRG under the ERN agreement approved in 2020, amended through August 1, 2023, to allow for completion of a long-term ground lease and development agreement for the site. IRG is still working toward a revised project description and Specific Plan update with the City of Vallejo. Staff continues to work with IRG on finalizing a long-term ground lease and development agreement for the site. Discussions continue with PG&E on relocation of a gas line, and with the Vallejo Flood and Wastewater District on water, sewer, and storm drainage needs. The Board approved American Rescue Plan Act (ARPA) funds totaling \$5,000,000 toward implementation of creek restoration work around the perimeter of the site. Staff is also pursuing transit improvements with the STA.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$5,330,043 or 38.8% in revenues and a decrease of \$176,866 or 1.7% in appropriations when compared to the FY2022/23 Adopted Budget. The appropriations will be used for continued coordination of the Solano360 project, consultant services, permit fees, infrastructure/site improvements and demolition costs for unused/obsolete facilities on an as needed basis as determined by the Board. The total General Fund loan for the Solano360 Project remains at \$8.2 million.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	35,765	0	40,000	40,000	100.0%
CHARGES FOR SERVICES	0	37,942	143,449	105,507	278.1%
OTHER FINANCING SOURCES	0	8,200,000	8,224,450	24,450	0.3%
GENERAL FUND CONTRIBUTION	2,000,000	5,500,000	0	(5,500,000)	(100.0%)
<b>TOTAL REVENUES</b>	<b>2,035,765</b>	<b>13,737,942</b>	<b>8,407,899</b>	<b>(5,330,043)</b>	<b>(38.8%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	397,372	6,155,963	5,835,600	(320,363)	(5.2%)
OTHER CHARGES	52,304	4,004,010	4,147,507	143,497	3.6%
<b>TOTAL APPROPRIATIONS</b>	<b>449,676</b>	<b>10,159,973</b>	<b>9,983,107</b>	<b>(176,866)</b>	<b>(1.7%)</b>
<b>NET CHANGE</b>	<b>(1,586,089)</b>	<b>(3,577,969)</b>	<b>1,575,208</b>	<b>5,153,177</b>	<b>(144.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Long-Term Debt Proceeds revenue will remain at \$8.2 million to cover anticipated project costs for implementation of the Solano360 Specific Plan, and for repair, demolition, and renovation of existing fair structures. These funds are part of the overall General Fund loan to the project approved in FY2017/18.

**1820 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets**  
**Bill Emlen, County Administrator**  
**Plant Acquisition**

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

County staff continues to work with IRG during the ERN period to bring forward an updated land plan for Board’s consideration and disposition scheduled for the Fall of 2023. The Specific Plan will be updated reflective of the final land plan. The City of Vallejo is an active partner to the Solano360 Development under the executed Development Agreement between the County and the City (June 27, 2013).



**FUNCTION AND RESPONSIBILITIES**

The Public Facilities Fee (PFF) budget is the conduit for receipt and distribution of Public Facilities Fees collected and is 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 (GC) §66000-66009, was implemented through County Ordinance 1466 adopted on February 9, 1993. The purpose of the fee is to provide funding for expansion and/or new construction of County facilities required to accommodate new demands for facilities needed to house government services in the County. Fees collected under the Ordinance provide funding for needs assessments, planning, designing, construction, lease-purchase, acquisition, improvements, fixed assets, and furnishings for County services, including jails, justice services, general administration, public and mental health services, public assistance services, regional transportation, County parks, libraries, and animal shelters.

The Department of General Services oversees the PFF program budget and is responsible for administering the disbursement of funds. The County Administrator’s Office acts as the liaison between the County and the incorporated cities that collect the fees for the County related to all construction within city limits.

In FY2019/20, Solano County completed a 5-year Public Facilities Fee Study required by the Mitigation Fee Act (GC §66000, et. seq), resulting in an update to the Public Facilities Fee rates.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Solano County collects PFF in six categories: Countywide Public Protection (including Courts), Health and Social Services, Library, General Government, and Regional Transportation Part A and Part B.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,078,220 or 18.6% in revenues and an increase of \$49,744 or 2.6% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenues is the result of higher anticipated fee collections due to a projected increase in construction and an increase in interest income due to higher interest rates benefitting the County’s investment pool. The net increase in appropriations is primarily due to an increase in contracted services costs to complete the 5-year program review, partially offset by a decreased transfer to the Suisun Public Library District based on interest owed on long-term debt related to the 2008 Suisun Library construction loan.

Appropriations include:

- \$723,642 Transfers-Out from the PFF Public Protection Division (BU 1761) to COP Debt Service (BU 8037) used to finance the Probation Facility and improvements to the Central Utility Plant.
- \$576,185 Transfers-Out to COP Debt Service (BU 8037) used to finance the County Administration Center (CAC) and improvements to the Central Utility Plant.
- \$500,000 from PFF Vacaville Library District Division (BU 1764) to the Vacaville Library District for facility expansion and related debt.
- \$120,000 in contracted services to cover the costs of 5-Year Public Facilities Fees program review.
- \$77,337 for accounting, auditing, Countywide Administrative Overhead, legal, and other professional services.

Fixed Assets

None.

See related Budget Unit 9124 – Fund 296 Contingencies (refer to Contingencies section of the Budget).

**1760 – Fund 296-Public Facilities Fee**  
**Bill Emlen, County Administrator**  
**Plant Acquisition**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	139,278 <u>9,379,016</u>	115,680 <u>5,667,500</u>	733,900 <u>6,127,500</u>	618,220 <u>460,000</u>	534.4% 8.1%
<b>TOTAL REVENUES</b>	<b>9,518,294</b>	<b>5,783,180</b>	<b>6,861,400</b>	<b>1,078,220</b>	<b>18.6%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES OTHER CHARGES OTHER FINANCING USES	46 1,086,237 <u>3,270,297</u>	1,550 644,154 <u>1,301,766</u>	120,550 576,837 <u>1,299,827</u>	119,000 (67,317) <u>(1,939)</u>	7677.4% (10.5%) (0.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,356,580</b>	<b>1,947,470</b>	<b>1,997,214</b>	<b>49,744</b>	<b>2.6%</b>
<b>NET CHANGE</b>	<b>(5,161,714)</b>	<b>(3,835,710)</b>	<b>(4,864,186)</b>	<b>(1,028,476)</b>	<b>26.8%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Several bills have been introduced in the California State Legislature over the past few years seeking to limit local government's ability to impose impact fees and/or to make modifications to reduce fees or increase reporting requirements. Department staff will continue to monitor these bills and their potential impact on Solano County's Public Facilities Fee.

**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 for the Criminal Justice Temporary Construction Fund reflects an increase of \$34,881 or 15.4% in revenues and a decrease of \$51,002 or 96.8% in appropriations when compared to the FY2022/23 Adopted Budget. The decrease in appropriations is due to a reduction in FY2023/24 of one-time Operating Transfers-Out to fund projects in criminal justice facilities. The primary funding sources in this Fund are surcharges on fines and vehicle violations.

Fixed Assets

None.

See related Budget Unit 9119 - Fund 263 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	12,128	11,169	7,000	(4,169)	(37.3%)
REVENUE FROM USE OF MONEY/PROP	2,053	4,950	4,000	(950)	(19.2%)
CHARGES FOR SERVICES	253,041	210,000	250,000	40,000	19.0%
<b>TOTAL REVENUES</b>	<b>267,223</b>	<b>226,119</b>	<b>261,000</b>	<b>34,881</b>	<b>15.4%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	6,548	2,680	1,678	(1,002)	(37.4%)
OTHER FINANCING USES	445,000	50,000	0	(50,000)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>451,548</b>	<b>52,680</b>	<b>1,678</b>	<b>(51,002)</b>	<b>(96.8%)</b>
<b>NET CHANGE</b>	<b>184,325</b>	<b>(173,439)</b>	<b>(259,322)</b>	<b>(85,883)</b>	<b>49.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The State Legislature, over the past few years, has proposed and passed legislation to reduce or eliminate many Court-ordered fees thereby reducing the surcharges revenue that can be collected.

**4140 – Fund 264-Courthouse Temp. Const. Fund      Summary of Other Administered Budgets**

**Megan M. Greve, Director of General Services  
Justice/Detention & Corrections**

**DEPARTMENTAL PURPOSE**

This budget unit receives and distributes revenues received from surcharges on fines and vehicle violations, which have been set aside for facilities necessary to the operation of the courts.

**FUNCTION AND RESPONSIBILITIES**

The Board of Supervisors established this Fund under Resolution No. 83-266, pursuant to California Government Code §76100, authorizing counties to establish a Courthouse Temporary Construction Fund to assist in the acquisition, rehabilitation, construction, and financing of facilities necessary or incidental to the operation of the courts or the justice system. Government Code penalties on criminal fines and parking violations constitute the proceeds of the Fund, which includes no General Fund support.

The Department of General Services administers and disburses Fund monies, with concurrence of the Administrative Office of the Courts.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget reflects an increase of \$35,761 or 16.2% in revenues and an increase of \$89,433 or 37.7% in appropriations when compared to the FY2022/23 Adopted Budget. Appropriations in this Fund include Countywide Administrative Overhead charges and an Operating Transfers-Out for a payment toward principal and interest on the 2017 Certificates of Participation issued for, among other purposes, improvements to the Central Utility Plant. The primary funding sources in this Fund are surcharges on fines and vehicle violations.

Fixed Assets

None.

See related Budget Unit 9120 - Fund 264 Contingencies (refer to Contingencies section of the Budget).

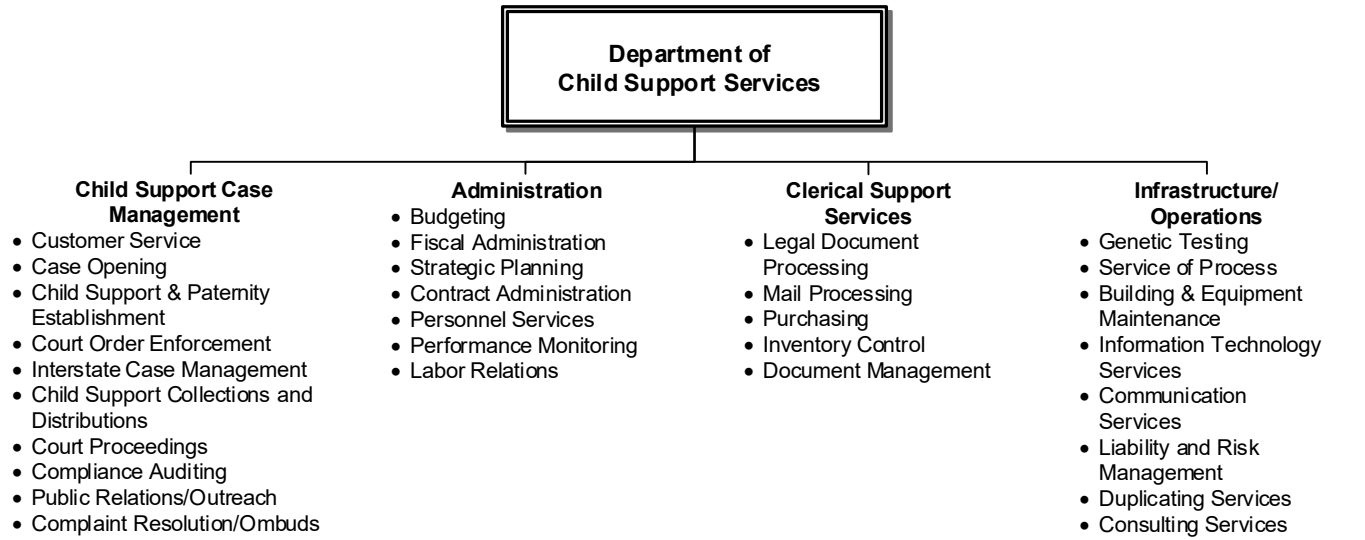
<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	12,127	11,169	7,000	(4,169)	(37.3%)
REVENUE FROM USE OF MONEY/PROP	173	70	0	(70)	(100.0%)
CHARGES FOR SERVICES	253,005	210,000	250,000	40,000	19.0%
<b>TOTAL REVENUES</b>	<b>265,305</b>	<b>221,239</b>	<b>257,000</b>	<b>35,761</b>	<b>16.2%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	4,546	2,677	3,892	1,215	45.4%
OTHER FINANCING USES	280,788	234,625	322,843	88,218	37.6%
<b>TOTAL APPROPRIATIONS</b>	<b>285,334</b>	<b>237,302</b>	<b>326,735</b>	<b>89,433</b>	<b>37.7%</b>
<b>NET CHANGE</b>	<b>20,029</b>	<b>16,063</b>	<b>69,735</b>	<b>53,672</b>	<b>334.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

In FY2023/24, the Fund is anticipated to generate enough revenue, combined with fund balance, to fund the full contribution of \$322,843 to the 2017 Certificates of Participation (COP).

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County Administrator is closely monitoring ongoing revenues from Court fines and vehicle violations, which are presently trending to meet the current debt service obligations. The State decision to repeal certain fees levied by Courts is resulting in reduced fines on which the surcharge can be applied thereby reducing revenue in this budget. If revenues do not continue to improve, the County may be required to use the General Fund to satisfy debt service payments.



**DEPARTMENTAL PURPOSE**

Under provisions of Title IV-D of the Federal Social Security Act, Solano County Department of Child Support Services (DCSS) enriches our community by promoting parental responsibility to enhance the well-being of children by providing child support services to establish parentage and collect child support.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	12,305,839
FY2023/24 Recommended:	13,675,248
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	79

**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 the department 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:

On January 10, 2023, Governor Newsom released his FY2023/24 State Budget, which included a proposed augmentation of \$38.5 million for the California Child Support Program. Based on the State’s codified budget allocation methodology, Solano County DCSS is one of 34 counties Statewide to receive additional funding and will receive an additional \$248,311. However, even with the increase to DCSS’s allocation, it is not enough to cover increases in the cost of doing business and DCSS will be required to continue to manage these costs by reducing or eliminating contract services and improving workload processes for efficiencies.

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Accomplishments:

- Distributed \$39,496,200 in child support payments in the Federal Fiscal Year (FFY) 2021/22.
- Achieved an establishment rate of 94% on cases with support orders, a collection rate of 70% on cases with past due child support, a collection rate of 64% on cases with current child support owed, and an overall cost effectiveness of \$3.03, which is above the Statewide average of \$2.68.
- Ranked eighth amongst Local Child Support Agencies (LCSAs) in the State for overall performance and cost effectiveness in FFY2021/22.
- Implemented a Flexible Case Management team to address the everchanging needs of the families by providing a more personalized approach to case management.
- Implemented a Bilingual Case Management team to assist Spanish-speaking customers to provide equitable customer service to that caseload.

**WORKLOAD INDICATORS**

- During the period of October 2021 through September 2022 (FFY2021/22), the department opened and administered 1,864 new child support cases through referrals from Solano County Health & Social Services or from applications received via the internet, mail, or in person. This reflects a 26% increase from the prior FFY and is primarily attributed to an increase in media and internet outreach. The department managed approximately 13,767 child support cases throughout the year.
- During the same 12-month period, the department:
  - Collected \$27,135,680 through income withholding orders in cooperation with employers which accounted for nearly 70% of overall collections and \$3,219,299 of past due child support owed through federal and state tax intercepts.
  - Attended 1,150 court hearings to establish, modify, or enforce child support on behalf of children and families.
  - Reviewed 1,546 requests to review court ordered child support obligations due to a change in circumstances. Of those requests, 486, or 31% resulted in a modification of the monthly child support obligations that better reflected the parents' ability to pay.

**Functional Area Summary**

**2480 – Fund 369-Department of Child Support Services  
Liane Peck, Director of Department of Child Support Services  
Judicial**

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
OPERATIONS	12,569,249	13,174,044	13,426,516	252,472	1.9%
<b>TOTAL REVENUES</b>	<b>12,569,249</b>	<b>13,174,044</b>	<b>13,426,516</b>	<b>252,472</b>	<b>1.9%</b>
<b>APPROPRIATIONS</b>					
CHILD SUPPORT CASE MANAGEMENT	8,247,541	8,892,460	9,092,681	200,221	2.3%
ADMINISTRATION	543,600	594,633	564,784	(29,849)	(5.0%)
CLERICAL SUPPORT SERVICES	1,862,648	1,841,923	1,828,483	(13,440)	(0.7%)
OPERATIONS	1,937,053	2,103,482	2,189,300	85,818	4.1%
<b>TOTAL APPROPRIATIONS</b>	<b>12,590,842</b>	<b>13,432,498</b>	<b>13,675,248</b>	<b>242,750</b>	<b>1.8%</b>
<b>CHANGE IN FUND BALANCE</b>					
CHILD SUPPORT CASE MANAGEMENT	8,247,541	8,892,460	9,092,681	200,221	2.3%
ADMINISTRATION	543,600	594,633	564,784	(29,849)	(5.0%)
CLERICAL SUPPORT SERVICES	1,862,648	1,841,923	1,828,483	(13,440)	(0.7%)
OPERATIONS	(10,632,196)	(11,070,562)	(11,237,216)	(166,654)	1.5%
<b>CHANGE IN FUND BALANCE</b>	<b>21,593</b>	<b>258,454</b>	<b>248,732</b>	<b>(9,722)</b>	<b>(3.8%)</b>

<b>STAFFING</b>					
CHILD SUPPORT CASE MGMT	65	65	62	(3)	(4.6%)
ADMINISTRATION	2	2	2	0	0.0%
CLERICAL SUPPORT SERVICES	18	18	15	(3)	(16.7%)
<b>TOTAL STAFFING</b>	<b>85</b>	<b>85</b>	<b>79</b>	<b>(6)</b>	<b>(7.1%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$252,472 or 1.9% in revenues and an increase of \$242,750 or 1.8% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The department receives 33% of its intergovernmental funding from the State and 67% from the federal government. Currently, with the increased funding received through the Governor’s initial FY2023/24 budget, the department has created a balanced budget to incorporate all known costs at this time.

The current budget allocation methodology, which governs the distribution of additional State funding to LCSAs is based on a case to Full Time Equivalent (FTE) ratio. The current ratio sets 185 cases per FTE as a threshold to determine which LCSAs in California are eligible for additional funding. According to this methodology, the department is determined to right-size staffing levels when compared to other LCSAs across the State which results in the additional funding allocation as mentioned above.

Additionally, the department will utilize \$248,732 in Fund Balance to leverage a drawdown of \$482,834 in federal monies as part of the Federal Financial Participation (FFP) Match Program in FY2023/24. However, for future fiscal years, it is recommended that the County General Fund again provide bridge funding to continue the drawdown of these federal monies.

Primary Costs

The Recommended Budget includes an increase of \$242,750 or 1.8% in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect a net increase of \$149,930 primarily due to the addition of 2.0 FTE temporary Office Assistant II Extra Help positions and increases in Salaries and Employee Benefits due to negotiated and approved labor contracts.
- Services and Supplies reflect a net decrease of \$116,605 primarily due to reductions in education and training, central data processing, and other professional services offset by increases in insurance and legal costs.
- Other Charges reflect a net increase of \$208,107 primarily due to an increase in Countywide Administrative Overhead costs.

Contracts

The FY2023/24 Recommended Budget includes the following significant contract:

- \$75,000 with Team Legal for the service of legal documents to customers.

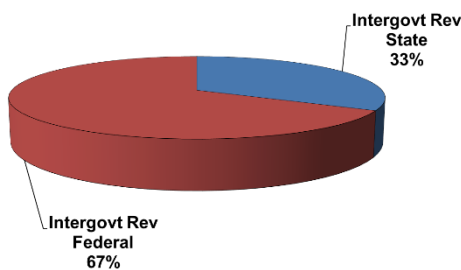
Fixed Assets

None.

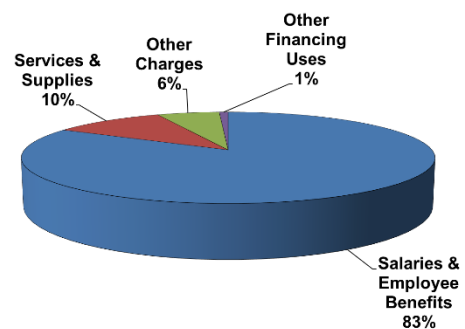
**DEPARTMENT COMMENTS**

Funding issues continue to impact the child support program. The funding for the DCSS's Administrative allocation, which covers child support program operations, is codified in statute and is based on a caseload to FTE ratio. In addition to the Administrative allocation, DCSS receives an Electronic Data Processing (EDP) allocation, which is dedicated solely to the department's central data processing (CDP) services cost. The EDP allocation has been flat funded for over 20 years while the County's Central Data Processing costs continue to trend upwards. The department has had to use a portion of the Administrative allocation to cover the shortfall of the EDP funding. Since this is a statewide issue, State DCSS, in partnership with LCSAs, is working on a new methodology that can calculate sufficient allocation for each LCSA based on additional criteria. There is no set date as to when this methodology will be finalized and implemented; therefore, the department will need to continue to use the Administrative allocation to supplement the EDP allocation.

**SOURCE OF FUNDS**



**USE OF FUNDS**





**Functional Area Summary**

**2480 – Fund 369-Department of Child Support Services  
Liane Peck, Director of Department of Child Support Services  
Judicial**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	3,464	3,000	20,000	17,000	566.7%
INTERGOVERNMENTAL REV STATE	4,571,035	4,309,626	4,394,052	84,426	2.0%
INTERGOVERNMENTAL REV FEDERAL	7,974,767	8,861,418	9,012,464	151,046	1.7%
CHARGES FOR SERVICES	19,971	0	0	0	0.0%
MISC REVENUE	13	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>12,569,249</b>	<b>13,174,044</b>	<b>13,426,516</b>	<b>252,472</b>	<b>1.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	10,546,838	11,210,849	11,360,779	149,930	1.3%
SERVICES AND SUPPLIES	1,324,635	1,535,434	1,418,829	(116,605)	(7.6%)
OTHER CHARGES	619,428	575,508	783,615	208,107	36.2%
OTHER FINANCING USES	99,941	110,707	112,025	1,318	1.2%
<b>TOTAL APPROPRIATIONS</b>	<b>12,590,842</b>	<b>13,432,498</b>	<b>13,675,248</b>	<b>242,750</b>	<b>1.8%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>21,593</b>	<b>258,454</b>	<b>248,732</b>	<b>(9,722)</b>	<b>(3.8%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

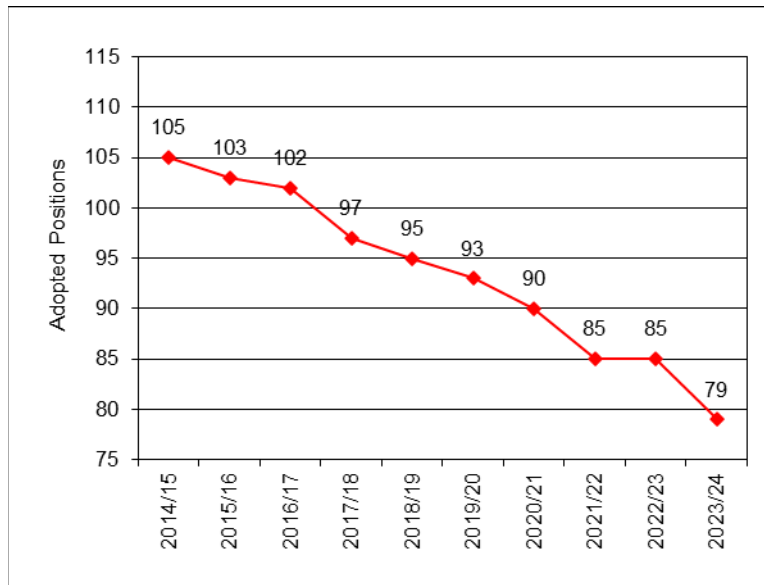
Changes in the position allocation since the adoption of the FY2022/23 Budget include:

On March 7, 2023, the following position allocation changes were approved as part of the Midyear Financial Report:

- Deleted 3.0 FTE Child Support Specialist.
- Deleted 1.0 FTE Accounting Clerk III.
- Deleted 1.0 FTE Accounting Technician.
- Deleted 1.0 FTE Office Assistant III.
- Deleted 2.0 FTE Office Assistant II.
- Added 2.0 FTE Child Support Assistant – TBD.

There are no changes in the position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**



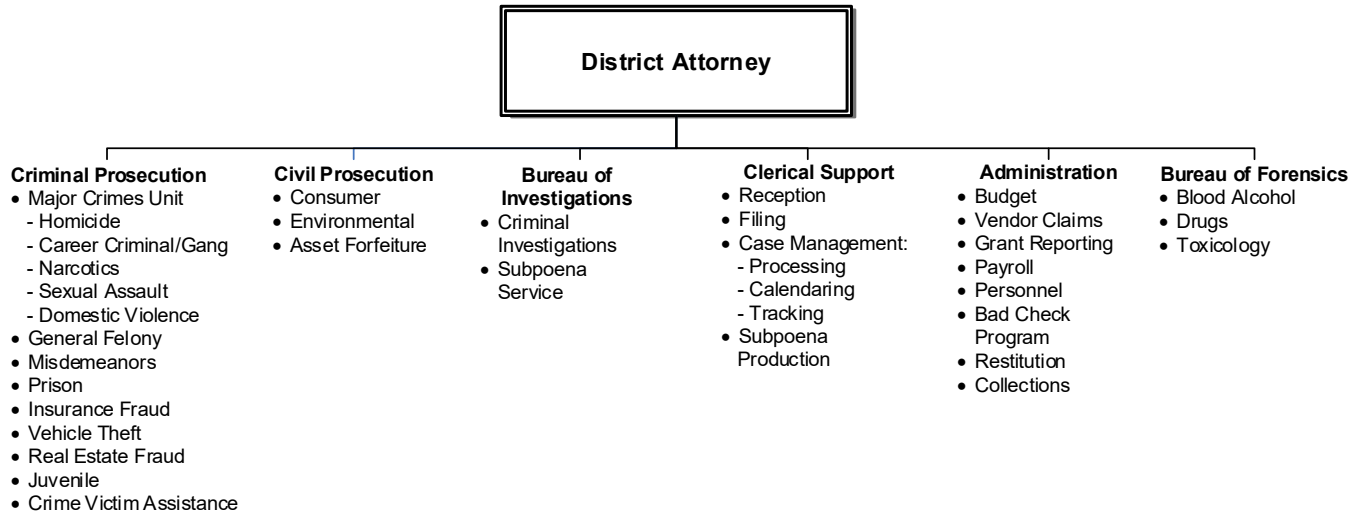
**PENDING ISSUES AND POLICY CONSIDERATIONS**

Assembly Bill 1686 (Bryan) Chapter 755 effective January 1, 2023 requires the department of Social Services (DSS) to promulgate regulations on or before October 1, 2023, that will stop referrals from county child welfare departments to DCSS for children removed to foster care unless they are able to confirm the parents of children in foster care have an income in excess of \$100,000/annually and that child support would not be a barrier to reunification. This bill will decrease the number of referrals DCSS receives from the local Health & Social Services Department and will result in an overall decline in caseload.

Assembly Bill 207 (Committee on Budget) Chapter 573 effective September 27, 2022, in compliance with the federal Flexibility, Efficiency, and Modernization in Child Support Final Rule of 2016 (FEM Final Rule), requires the following amongst other provisions:

- Suspension of child support for the person ordered to pay support who is incarcerated or involuntarily institutionalized for any period exceeding 90 consecutive days effective on the first day of the first full month of incarceration or involuntary institutionalization.
- Consideration of specific circumstances of the parent, including assets, educational attainment, health, and other factors when determining earning capacity of a parent in lieu of the parent’s income by the courts.
- Effective July 1, 2023, provides for full pass-through of child support for formerly assisted families in the CalWORKs program, instead of funds going to the County for reimbursement of public aid expended.
- Specifies legislative intent that, commencing January 1, 2025, the California Department of Social Services and State DCSS will provide full pass-through of child support for families currently receiving CalWORKs benefits.

Currently, the total impact of these changes to the program is unknown, both in workload and cost of implementation. State DCSS and the Child Support Director’s Association (CSDA) are working with a variety of committees to analyze the impact of these changes.



**DEPARTMENTAL PURPOSE**

The District Attorney is the County's public prosecutor and chief law enforcement official, initiating and conducting, on behalf of the people, all prosecutions for public offenses.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	33,806,452
FY2023/24 Recommended:	37,359,521
County General Fund Contribution:	23,049,298
Percent County General Fund Supported:	61.7%
Total Employees (FTEs):	141.25

**FUNCTION AND RESPONSIBILITIES**

Headed by the elected District Attorney, as set forth in both the California Constitution and Government Code (GC) §26500, the District Attorney's Office is responsible for assisting law enforcement and other public agencies in the prosecution of those cases that can be proven beyond a reasonable doubt. The District Attorney carries out these responsibilities through various bureaus, located in the cities of Fairfield and Vallejo, including homicide, family protection, general felony, misdemeanors, Driving Under the Influence (DUI) prosecutions, auto theft prosecutions, fraud prosecutions, prison crimes, and civil prosecutions. The Office also provides county law enforcement agencies with forensic laboratory services and evidence collection and storage in support of criminal offense prosecution. Additionally, the District Attorney may sponsor, supervise, or participate in any project or program to improve the administration of justice. Through these efforts, the District Attorney's Office pursues its mission to seek and do justice for victims of crime.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

The District Attorney's Office has had a significant increase in prosecutorial responsibilities including but not limited to changes in post-conviction laws, court mandates, collaborative courts, restorative justice programs, outreach in the community, and the addition of the Solano Major Crimes Task Force. Maintaining adequate staff to carry out these ever-increasing responsibilities is an ongoing challenge.

Accomplishments:

- Solano County Major Crimes Task Force: On November 12, 2020, the District Attorney announced the establishment of the Solano County Major Crimes Task Force (SCMCTF) one of the first of its kind in the State. The task force is responsible for conducting independent investigations into the use of deadly force by law enforcement officers in the county. The SCMCTF,

which is comprised of experienced investigators from our local police agencies, works under the supervision of the District Attorney’s Office. The task force is proving to be successful in that every investigation is conducted independently, thoroughly, in a timely fashion, and most importantly instills public trust in the outcome. The Solano County Major Crimes Task force also responds and assists law enforcement agencies in the investigations of major crimes occurring throughout Solano County.

- City of Dixon’s Neighborhood Court Program: The District Attorney’s Office implemented the first restorative justice program, Neighborhood Court, in Solano County in 2017. In partnership with the City of Benicia, the City of Vacaville, and the City of Fairfield, Neighborhood Court provides alternatives for first-time, low-level offenses. In 2022, Neighborhood Court was expanded to include the City of Dixon. By expanding the use of community-based restorative justice, the District Attorney’s Office is working towards a goal of diverting more low-level offenders outside of the criminal justice system. This results in a fair and equitable resolution of their cases.
- Retail Theft Forum: On November 28, 2022, the District Attorney’s Office hosted the first Retail Theft Forum which included all the police chiefs from our local police agencies and the Sheriff. This forum was held to address concerns from the community about crimes affecting local business owners. The forum featured presentations and discussions on preventing, identifying, apprehending, and prosecuting retail theft crimes. In listening to numerous members of the public, our office recognizes a need to have a collaborative law enforcement response to this ongoing problem. We will continue to work with our local law enforcement agencies proactively to protect the property and well-being of our business owners.
- Consumer and Environmental Crimes Unit-*People v. Safeway Inc.*: On September 16, 2022, the District Attorney’s Office, together with California Attorney General Rob Bonta and five other California District Attorneys reached an \$8 million settlement with Safeway resolving allegations that the company violated state environmental laws while operating underground storage tanks at its 71 gas stations across California. An investigation into Safeway’s gas stations, branded as Safeway and Vons fuel stations, found a recurring failure to install, implement, and operate various spill prevention and safety measures since at least March 2015. This settlement included robust injunctive terms to improve operational safety and compliance with state laws to avoid potential contamination to soil and groundwater. As part of the settlement, Safeway agreed to pay \$7.5 million in civil penalties, including \$600,000 to fund several supplemental environmental projects, and an additional \$500,000 for investigative costs. Solano County received \$696,544 in civil penalties and \$66,020 in costs. Safeway will also be required to take immediate steps to improve spill and alarm monitoring, employee training, hazardous waste management and emergency response at its gasoline stations.
- Victim Witness Assistance Program: The District Attorney’s Office continued to operate its Victim Witness Assistance Program as part of its commitment to obtaining justice for crime victims despite the impacts of COVID-19. The Program’s staff, including a Victim Witness Program Coordinator, nine Victim Witness Assistants, and two Office Assistant II positions assigned to both the Fairfield and Vallejo offices, provided victims of crime with direct services and support both on-site and off-site. For 2022, the Program received 2,804 new cases, a 13% decrease from 2021. The Program provided support for 1,155 victims of domestic violence in 2022, a decrease of 18% from 2021. The Program supported 224 families of homicide victims, 89 adult victims of sexual assault, and 191 child victims of sexual assault and their families. The Program also filed 142 new Victim Compensation Board claims, accompanied 589 victims to court, and assisted 208 victims with restitution claims.

**WORKLOAD INDICATORS**

- As of March 2023, the District Attorney’s Major Crimes Unit had 67 active homicide cases.
- In 2022, the District Attorney received and reviewed 13,797 cases, which is a 1,533 decrease from the preceding year.
- In 2022, the District Attorney’s Office filed 2,180 felony cases and 3,698 misdemeanor cases.
- In FY2021/22, the Auto Theft Prosecution Unit prosecuted 255 cases.
- During 2022, the forensic laboratory received the following submissions:

Alcohol:	952 requests for analysis (decrease of 3.2% from 2021)
Controlled Substances:	670 requests for analysis (increase of 32% from 2021)
Toxicology Screening:	352 requests for analysis (decrease of 0.3% from 2021)
Toxicology Confirmation:	295 requests for analysis (decrease of 2.0% from 2021)

**Functional Area Summary**

**6500 – Fund 900-District Attorney  
Krishna A. Abrams, District Attorney  
Judicial**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CRIMINAL PROSECUTION	28,811,168	31,951,501	35,485,931	3,534,430	11.1%
CIVIL PROSECUTION	1,483,791	1,543,769	1,727,019	183,250	11.9%
INVESTIGATIONS	0	0	0	0	0.0%
CLERICAL SUPPORT	0	0	0	0	0.0%
ADMINISTRATION	2,145	1,000	500	(500)	(50.0%)
BUREAU OF FORENSICS	184,821	1,325,318	146,071	(1,179,247)	(89.0%)
<b>TOTAL REVENUES</b>	<b>30,481,925</b>	<b>34,821,588</b>	<b>37,359,521</b>	<b>2,537,933</b>	<b>7.3%</b>
<b>APPROPRIATIONS</b>					
CRIMINAL PROSECUTION	18,953,920	20,597,890	22,749,854	2,151,964	10.4%
CIVIL PROSECUTION	1,485,131	1,571,957	1,727,019	155,062	9.9%
INVESTIGATIONS	3,272,598	4,244,091	5,148,757	904,666	21.3%
CLERICAL SUPPORT	4,112,266	4,347,170	4,702,998	355,828	8.2%
ADMINISTRATION	831,409	977,491	1,068,391	90,900	9.3%
BUREAU OF FORENSICS	1,753,841	3,082,989	1,962,502	(1,120,487)	(36.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>30,409,165</b>	<b>34,821,588</b>	<b>37,359,521</b>	<b>2,537,933</b>	<b>7.3%</b>
<b>NET CHANGE</b>					
CRIMINAL PROSECUTION	9,857,248	11,353,611	12,736,077	1,382,466	12.2%
CIVIL PROSECUTION	(1,340)	(28,188)	0	28,188	(100.0%)
INVESTIGATIONS	(3,272,598)	(4,244,091)	(5,148,757)	(904,666)	21.3%
CLERICAL SUPPORT	(4,112,266)	(4,347,170)	(4,702,998)	(355,828)	8.2%
ADMINISTRATION	(829,264)	(976,491)	(1,068,391)	(91,400)	9.4%
BUREAU OF FORENSICS	(1,569,020)	(1,757,671)	(1,816,431)	(58,760)	3.3%
<b>NET CHANGE</b>	<b>(72,760)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
CRIMINAL PROSECUTION	70.75	70.75	69.75	(1.00)	(1.4%)
CIVIL PROSECUTION	6.00	6.00	6.00	0.00	0.0%
INVESTIGATIONS	20.50	20.50	20.50	0.00	0.0%
CLERICAL SUPPORT	32.00	32.00	32.00	0.00	0.0%
ADMINISTRATION	6.00	6.00	6.00	0.00	0.0%
BUREAU OF FORENSICS	7.00	7.00	7.00	0.00	0.0%
<b>TOTAL STAFFING</b>	<b>142.25</b>	<b>142.25</b>	<b>141.25</b>	<b>(1.00)</b>	<b>(0.7%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$2,537,933 or 7.3% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. As a result, the General Fund Contribution increased by \$3,081,033 or 15.4%.

Primary Funding Sources

The primary funding source for the department is the General Fund, which comprises \$23,049,298 or 61.7% of the Recommended Budget. The department continues to seek alternative ways to meet mandated service requirements while decreasing General Fund Contributions by seeking grants and other funding sources.

The Recommended Budget includes revenues of \$37,359,521 which represents an increase of \$2,537,933 or 7.3% primarily due to the following:

- The General Fund Contribution of \$23,049,298 increased by \$3,081,033 or 15.4% when compared to the FY2022/23 Adopted Budget. The increase is primarily due to increases in Salaries and Employee Benefits due to negotiated and approved labor contracts and Countywide Administrative Overhead charges.

- 
- Intergovernmental Revenue, which includes federal and State grants as well as State allocations, totals \$11,223,773, a decrease of \$845,989 or 7.0%, which includes the following:
    - State allocation of \$6,976,850 from the Public Safety Augmentation Fund, which is funded from the public safety-dedicated ½ cent sales tax (Proposition 172), reflect an increase of \$367,942 or 5.6% when compared to the FY2022/23 Adopted Budget.
    - State Grant Revenue of \$1,849,708 for the Crime Victim Assistance Program, DUI Vertical Prosecution Program, CalOES UV Unserved/Underserved Victim Advocacy, Vehicle License Fees for the prosecution of vehicle theft cases, Victim Compensation Board (VCB) funds for the recovery of restitution owed to VCB by a defendant, Coverdell Forensic Science Improvement Program for education and training, Workers' Compensation Fraud Program, and Auto Insurance Fraud Program. A decrease of \$1,307,192 or 41.4% in State Grant Revenue is primarily related to a one-time capital project funded by grant revenue which was completed in FY2022/23.
    - State 2011 Realignment of \$1,114,529 for parole revocation, prosecution of cases related to the Post-Release to Community Supervision (PRCS), and other program services under AB 109 reflects an increase of \$93,261 or 9.1%.
    - State reimbursement of \$1,000,000 for the prosecution of crimes committed within California State Prison (CSP) Solano and California Medical Facility under Penal Code §4700, reflect no change when compared to last year.
  - Charges for Services includes \$1,122,931 which reflect an increase of \$139,806 or 14.2% primarily due an increase in recording fee collections to cover increased Salaries and Employee Benefits costs in the Real Estate Fraud Unit.
  - Other Financing Sources of \$1,752,019 reflect an increase of \$183,250 or 11.7% related to an Operating Transfer-In from the DA Consumer Protection Fund (BU 4102) to cover staffing costs for the Consumer Protection Division.

#### Primary Costs

The department's primary cost centers are the Criminal Prosecution Division, Clerical, Investigations, Civil Division, and Bureau of Forensics Services. The Recommended Budget of \$37,359,521 includes an increase of \$2,537,933 or 7.3% in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$29,370,530 reflect an increase of \$2,660,990 or 10.0% primarily attributed to negotiated and approved labor contracts and the addition of 1.0 FTE Chief Deputy District Attorney.
- Services and Supplies of \$4,514,156 reflect an increase of \$367,260 or 8.9% primarily due to increases in Software Maintenance and Support related to the new eProsecutor license and cloud hosting and Central Data Processing charges.
- Other Charges of \$2,388,107 reflect an increase of \$456,770 or 23.7% primarily due to an increase in Countywide Administrative Overhead charges and Interfund Services costs for a Project Manager in DoIT to launch the new eProsecutor software.
- Fixed Assets of \$629,293 reflect a decrease of \$1,062,436 or 62.8% primarily due to the purchase of Toxicology equipment under the California Highway Patrol Cannabis Tax Grant Program occurring in FY2022/23.

#### Contracts

The FY2023/24 Recommended Budget includes the following significant contract:

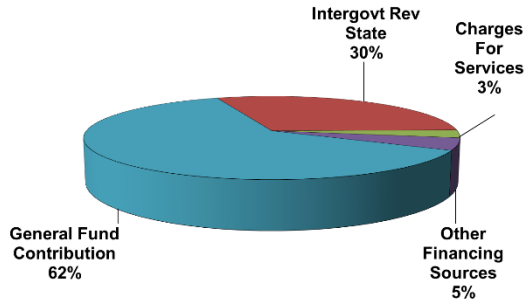
- \$135,000 with American Forensic Nurses for phlebotomy services on suspects accused of driving under the influence of alcohol and/or drugs.

#### Fixed Assets

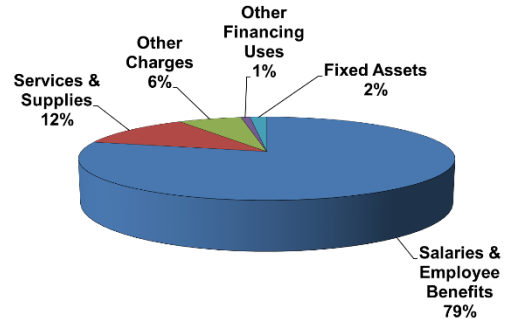
The FY2023/24 Recommended Budget includes the following fixed assets:

- \$603,500 to rebudget Case Management Software System (eProsecutor).
- \$25,793 for Forensic Lab Equipment offset with a CHP Grant.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	166,968	97,000	96,500	(500)	(0.5%)
INTERGOVERNMENTAL REV STATE	11,445,843	12,069,762	11,223,773	(845,989)	(7.0%)
CHARGES FOR SERVICES	975,598	983,125	1,122,931	139,806	14.2%
MISC REVENUE	130,140	134,667	115,000	(19,667)	(14.6%)
OTHER FINANCING SOURCES	1,345,749	1,568,769	1,752,019	183,250	11.7%
GENERAL FUND CONTRIBUTION	16,417,626	19,968,265	23,049,298	3,081,033	15.4%
<b>TOTAL REVENUES</b>	<b>30,481,925</b>	<b>34,821,588</b>	<b>37,359,521</b>	<b>2,537,933</b>	<b>7.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	24,113,786	26,709,540	29,370,530	2,660,990	10.0%
SERVICES AND SUPPLIES	4,060,036	4,146,896	4,514,156	367,260	8.9%
OTHER CHARGES	1,770,834	1,931,337	2,388,107	456,770	23.7%
F/A BLDGS AND IMPRMTS	50,123	314,516	0	(314,516)	(100.0%)
F/A EQUIPMENT	106,007	837,213	25,793	(811,420)	(96.9%)
F/A - INTANGIBLES	0	540,000	603,500	63,500	11.8%
LEASES	0	0	68,160	68,160	100.0%
OTHER FINANCING USES	261,464	293,681	335,875	42,194	14.4%
INTRA-FUND TRANSFERS	46,914	48,405	53,400	4,995	10.3%
<b>TOTAL APPROPRIATIONS</b>	<b>30,409,165</b>	<b>34,821,588</b>	<b>37,359,521</b>	<b>2,537,933</b>	<b>7.3%</b>
<b>NET CHANGE</b>	<b>(72,760)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in position allocations since the adoption of the FY2022/23 Budget are provided below:

On December 13, 2022, as part of the approval of the CalOES County Victim Services Program (XC) Grant the Board approved the following position changes:

- Transferred 2.0 FTE Social Worker II, Limited-Term from the District Attorney’s Budget Unit (BU 6500) to the Office of Family Violence Prevention Budget Unit (BU 5500).

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On March 7, 2023, as part of the Midyear Financial Report, the following position allocation changes were approved:

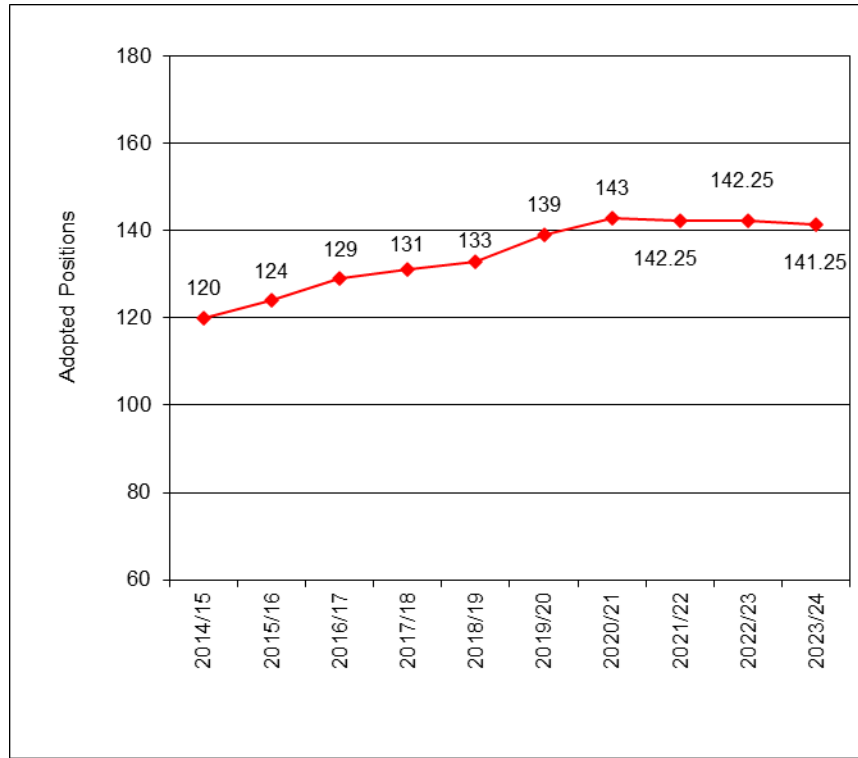
- Extended 1.0 FTE Deputy District Attorney IV, Limited-Term to June 30, 2024, assigned to the Consumer and Environmental Crimes Unit.
- Extended two 0.5 FTE Office Assistant II, Limited-Term to September 30, 2024, funded with CalOES Victim Witness Grant revenue.
- Extended 3.0 FTE Victim Witness Assistant, Limited-Term to September 30, 2024, funded with CalOES Victim Witness Grant revenue.
- Extended 1.0 FTE Legal Secretary, Limited-Term to June 30, 2024, funded by 1991 Realignment for the Juvenile Prosecution Unit.
- Extended 1.0 FTE Deputy District Attorney IV, Limited-Term to June 30, 2024, assigned to Auto Theft Unit and funded with Vehicle License Fee revenue.
- Extended 2.0 FTE Deputy District Attorney IV, Limited-Term to September 30, 2024, assigned to the DUI Vertical Prosecution Unit.
- Extended 1.0 FTE DA Investigator, Limited-Term to June 30, 2024, assigned to the General Criminal Unit.

The FY2023/24 Recommended Budget includes the following position changes:

- Add 1.0 FTE Chief Deputy District Attorney to supervise additional responsibilities of the District Attorney's Office related to changes in post-conviction laws, increased court mandates, increased collaborative court programs, increased restorative justice programs, increased outreach in the community, and the addition of the Major Crimes Task Force.



**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Revenue from the Proposition 172, ½ cent sales tax for public safety, is projected to plateau, which could impact the department’s ability to add staffing in the future. Since the budget reductions in FY2011/12, increases in Proposition 172 revenues have allowed the District Attorney’s Office to restore previously eliminated positions. While the department continues to make efficient use of current staff and resources, future increases to caseloads and changes to the law may result in the need for additional staff.

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
4100 DA SPECIAL REVENUE	751,373	302,000	302,000	0	0.0%
<b>APPROPRIATIONS</b>					
4100 DA SPECIAL REVENUE	1,346,748	1,568,956	1,752,565	183,609	11.7%
<b>NET CHANGE</b>					
4100 DA SPECIAL REVENUE	595,375	1,266,956	1,450,565	183,609	14.5%

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

**FUNCTION AND RESPONSIBILITIES**

This special revenue fund provides a funding source for the investigation, detection, and prosecution of crime, including drug use and gang activity, consumer protection, and environmental protection.

This budget is under the direction of the District Attorney (DA) and is divided into three principal budgetary divisions:

Division 4101 – DA Narcotic Asset Forfeiture Fund - Pursuant to the California Health and Safety Code §11489, the sources of revenue for this fund are cash and proceeds from the sale of seized property that has been used or obtained through illegal narcotics trafficking, including vehicles, boats, and real estate. Asset forfeiture proceeds provide a source of funding for general investigation, training, and all aspects of the prosecution of crimes.

Division 4102 – DA Consumer Protection Fund – Pursuant to the provisions of the California Business and Professions Code, court-ordered fines and forfeitures accrue to this fund for the support of general investigation and all aspects of the prosecution of consumer protection cases.

Division 4103 – DA Environmental Protection Fund – California Health and Safety Code §25192 provides that a percentage of fines levied against the commission of environmental offenses be provided to the prosecuting agency bringing the action. The District Attorney has established this division of the DA Special Revenue Fund to provide a funding source in support of general investigation and all aspects of the investigation and prosecution of environmental crimes. This division reimburses the DA's operating budget (Fund 900 - BU 6500).

The fund balance in this Fund is restricted by funding source for each of the applicable divisions above.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and a \$183,609 or 11.7% increase in appropriations when compared to the FY2022/23 Adopted Budget. Budgeted revenues and appropriations may vary depending on the status and outcomes of various cases. The difference between the budgeted revenues and appropriations is funded by available fund balance. Any unused fund balance is appropriated in Contingencies (BU 9116).

Division 4101 – The District Attorney's Narcotic Asset Forfeiture Fund Recommended Budget of \$2,000 in revenue reflect no change when compared to the FY2022/23 Adopted Budget. Revenues are primarily related to Forfeitures and Penalties income. The division's budget reflects \$100,546 in appropriations which includes a rebudget of \$100,000 in Operating Transfers-Out to the District Attorney's operating budget (BU 6500) to partially offset a new Case Management Software System.

Division 4102 – The District Attorney's Consumer Protection Fund Recommended Budget funds the Consumer Protection Unit of the District Attorney's Operating Budget (BU 6500) via an Operating Transfer-Out. The division's budgeted revenues of \$300,000 have been consistent since FY2019/20. Appropriations of \$1,652,019 reflect an increase of \$183,250 or 12.5% when compared to the FY2022/23 Adopted Budget primarily due to increases in Salaries and Employee Benefits costs and an increase in the estimated cost of the new Case Management Software System.

Division 4103 – The District Attorney's Environmental Protection Fund does not budget any revenue or appropriations until funds are actually received.

Fixed Assets

None.

See related BU 9116 – Fund 233 Contingencies (refer to Contingency section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	739,251	302,000	302,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	12,122	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>751,373</b>	<b>302,000</b>	<b>302,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	999	187	546	359	192.0%
OTHER FINANCING USES	1,345,749	1,568,769	1,752,019	183,250	11.7%
<b>TOTAL APPROPRIATIONS</b>	<b>1,346,748</b>	<b>1,568,956</b>	<b>1,752,565</b>	<b>183,609</b>	<b>11.7%</b>
<b>NET CHANGE</b>	<b>595,375</b>	<b>1,266,956</b>	<b>1,450,565</b>	<b>183,609</b>	<b>14.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

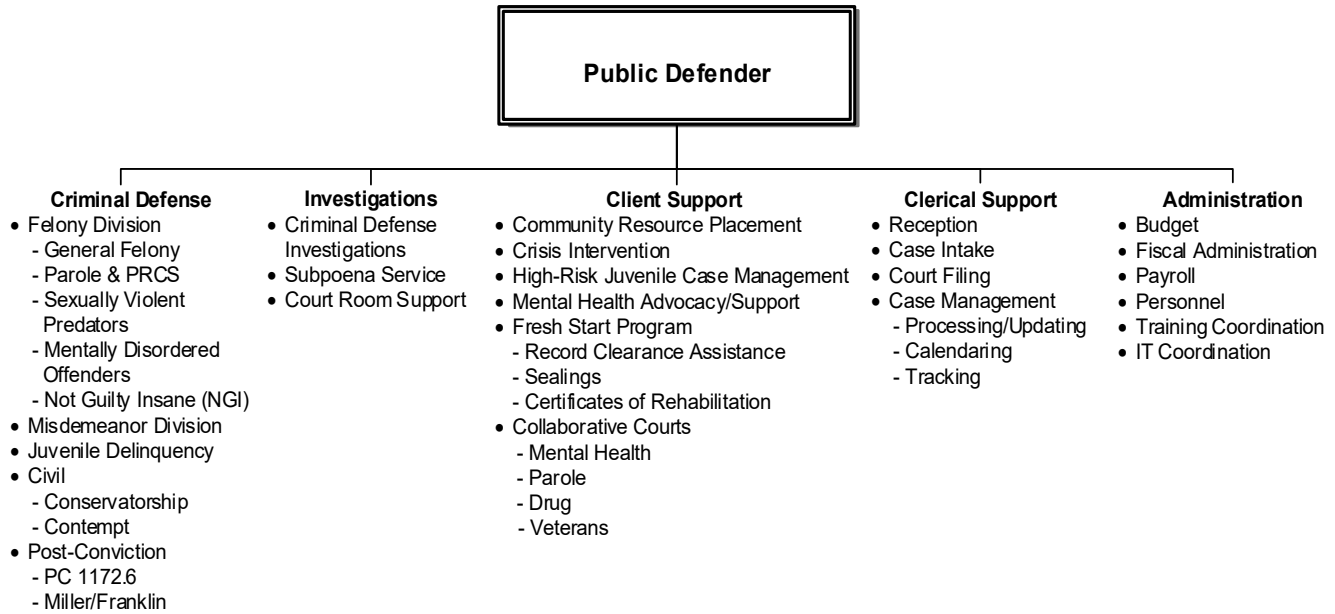
None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

The Public Defender’s Office provides legal representation for indigents accused of criminal conduct, or who are in danger of losing a substantial right. In its 1963 decision, *Gideon v. Wainright*, the United States Supreme Court found a Constitutional, Sixth Amendment right to counsel for criminal defendants unable to afford their own attorney. Subsequent United States Supreme Court cases extended this right to persons in danger of losing a substantial right.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	17,604,915
FY2023/24 Recommended:	20,401,307
County General Fund Contribution:	18,436,355
Percent County General Fund Supported:	90.4%
Total Employees (FTEs):	74

**FUNCTION AND RESPONSIBILITIES**

Like most California counties, Solano County fulfills its Constitutional mandate by means of a Public Defender’s Office, established in 1968, pursuant to Government Code (GC) §27700-27712 and Penal Code (PC) §987.2.

The Public Defender maintains offices in Fairfield and Vallejo where Superior Court proceedings are held. The scope of representation includes all phases of criminal litigation from arraignment through some post-conviction proceedings. As appropriate to each client, legal issues are researched, investigations are conducted, written motions are prepared, and oral presentations are made in all court hearings, including court and jury trials.

Most of the Public Defender’s clients are adults and juveniles accused of criminal offenses ranging from misdemeanors to serious felonies, including capital offenses. The Civil Unit provides competent legal representation to individuals threatened with conservatorship proceedings.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- COVID-19 continued to impact operations in FY2022/23. Caseloads were elevated for most of the fiscal year. In March 2022, the department’s overall number of open cases was over 40% higher than it had been prior to the pandemic. By March 2023, it was at 14% above pre-pandemic numbers. These elevated caseloads have had an impact on all employees. In addition, the department has been experiencing challenges as a result of employee absences due to leaves and delays filling some vacancies. This, combined with the increased workload, has put a great deal of pressure on staff to maintain their standard of high-quality legal representation.

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- Starting in January 2019, PC §1001.36 significantly expanded the availability of pre-trial diversion to defendants charged with either felonies or misdemeanors who suffer from a mental disorder that was a significant factor in the commission of the crime. The law requires that the Public Defender’s Office investigate and pursue this option for all clients who may be eligible for diversion in order to provide effective assistance of counsel. While this assists clients with mental illness access treatment, which results in improved outcomes and reduced incarceration, there are significantly increased costs in obtaining psychological assessments and treatment plans, and an increased workload on the department’s social workers.
  - Several recent sentencing laws have increased the information judges are required to consider at sentencing. For clients under the age of 26 who are facing lengthy sentences, the Public Defender’s Office is required to complete a mitigation investigation which increases the workload for investigators, lawyers, and clerical staff and requires the retention of experts in different fields. New rules applicable to sentencing in almost all felony cases requires that the department present evidence, when appropriate, that a defendant has experienced trauma or was the victim of intimate partner violence or human trafficking. These requirements add to the tasks that must be completed by attorneys to meet their professional obligations, increase the workload on social workers and investigators, and may also require psychological evaluations to be presented in court.
  - Body-worn and dash video cameras have proliferated in recent years, resulting in a significant and new volume of material that attorneys must review in order to provide effective assistance of counsel. Depending on the number of officers present at the scene and the type of investigation, the videos range from a couple to many dozens of hours, if not more in the most complex cases. This is a significant consumption of time, and department attorneys are required to review anything disclosed prior to litigation or plea bargain in order to provide effective assistance of counsel. These files also significantly impact the department’s volume of data storage.

Accomplishments:

- The Public Defender’s Office provided representation in nearly 9,000 new and ongoing cases to over 6,000 clients.
- The department’s robust record clearing program continues to help community members remove barriers to employment and educational opportunities due to past arrests and convictions. The department is holding the first Clean Slate record clearing event in April 2023 in Vallejo and plans to have one in Fairfield later in the year. Staff continues to collaborate with Health & Social Services and other local organizations to inform the community of the availability of services to expunge criminal records.
- The Public Defender’s Office has received two grants from the Board of State and Community Corrections (BSCC) to increase access to post-conviction litigation. These grants have enabled the department to expand litigation on behalf of individuals serving lengthy sentences who may be eligible for parole based on a variety of factors including Youthful Offender Parole Hearings (*Franklin/Miller*) and felony murder resentencing (PC §1172.6). Grant funds are providing additional staffing as well as paying costs for psychological evaluations for these clients. Grant funds also support providing PC §290 relief for those who qualify.

**WORKLOAD INDICATORS**

- In 2022, the Public Defender’s Office opened approximately 2,400 felony cases, 4,300 misdemeanor cases, 126 juvenile petitions, and 534 civil and other client cases.
- While the number of new cases the Public Defender is appointed on remains flat, the resources required to provide effective assistance of counsel, even in misdemeanor cases, continues to climb. New laws and court opinions require staff to complete a full mitigation work up in an increasing array of case types. As discussed above, staff is required to investigate and advocate for mental health diversion in any case where it could be applicable, which requires substantial record collection, a psychological evaluation and report, as well as litigation.
- Workload in the Public Defender’s Office continues to increase in the severity of charges filed, requiring increased resources for representation of clients. The prosecution continues to file the most serious charges and enhancements available, including filing second and third strikes. These cases require significant use of expert witnesses and consultants in order to provide constitutionally effective assistance of counsel. In addition, the time required to review the increasing volume of body camera footage is significant. Attorneys must review all recordings prior to conducting hearings, advising a client whether to accept a plea bargain or move forward with litigation.

**Functional Area Summary**

- Mental Health Diversion will provide needed services to clients who, as a result of their mental illness, committed crimes. For these clients, the department is required to conduct psychological assessments to determine the nexus and the level of treatment, with increased costs for experts and consultants. These costs are expected to be offset by decreased incarceration and recidivism.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
PUBLIC DEFENDER	15,588,214	18,103,855	20,401,307	2,297,452	12.7%
<b>TOTAL REVENUES</b>	<b>15,588,214</b>	<b>18,103,855</b>	<b>20,401,307</b>	<b>2,297,452</b>	<b>12.7%</b>
<b>APPROPRIATIONS</b>					
PUBLIC DEFENDER	15,541,485	18,103,855	20,401,307	2,297,452	12.7%
<b>TOTAL APPROPRIATIONS</b>	<b>15,541,485</b>	<b>18,103,855</b>	<b>20,401,307</b>	<b>2,297,452</b>	<b>12.7%</b>
<b>NET CHANGE</b>					
PUBLIC DEFENDER	(46,729)	0	0	0	0.0%
<b>NET CHANGE</b>	<b>(46,729)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

STAFFING	2021/22	2022/23	2023/24	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
PUBLIC DEFENDER	74.00	77.00	74.00	(3.00)	(3.9%)
<b>TOTAL STAFFING</b>	<b>74.00</b>	<b>77.00</b>	<b>74.00</b>	<b>(3.00)</b>	<b>(3.9%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,297,452 or 12.7% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. As a result, the General Fund Contribution increased by \$1,972,054 or 12.0%. The increase in General Fund Contribution is primarily due to an increase in Salaries and Employee Benefits primarily attributed to negotiated and approved labor contracts, CalPERS retirement costs, and changes in health benefit costs.

Primary Funding Sources

The primary funding source for the department is General Fund Contribution, which comprises \$18,436,355 or 90.4% of the Recommended Budget.

The Recommended Budget includes a \$2,297,452 or 12.7% increase in revenues primarily due to the following:

- Intergovernmental Revenues reflect an increase of \$324,898 or 20.0% due to a continuation of the Board of State and Community Corrections (BSCC) grant awards and an anticipated increase in 2011 Public Safety Realignment (AB 109) funding due to increases in Salaries and Employee Benefits.
- Other Financing Sources of \$18,436,355 represent the General Fund Contribution, an increase of \$1,972,054 or 12.0% when compared to the FY2022/23 Adopted Budget. The increase in the General Fund Contribution is primarily the result of the increase in Salaries and Employee Benefits primarily attributed to negotiated and approved labor contracts, CalPERS retirement costs, and changes in health benefit costs. The Public Defender focuses on services and programs that are constitutionally mandated and seeks grant funding when available to offset General Fund Contribution. However, there are a limited number of grants and other sources of funding for the department to enhance its revenues for criminal defense work.

Primary Costs

The Recommended Budget includes a \$2,297,452 or 12.7% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits of \$16,840,917 reflect an increase of \$1,907,372 or 12.8% primarily attributed to negotiated and approved labor contracts, CalPERS retirement costs, and changes in health benefit costs.
- Services and Supplies of \$2,340,169 reflect an increase of \$165,310 or 7.6% primarily due to an increases in psychological services, other professional services, Central Data Processing charges, and County Garage Services.
- Other Charges of \$988,557 reflect an increase of \$175,375 or 21.6% primarily due to an increase in Countywide Administrative Overhead costs and an anticipated increase in small projects.
- Other Financing Uses of \$181,607 reflect an increase of \$28,876 or 18.9% due to an increase in pension obligation bond costs.
- Intrafund Services of \$32,858 reflect a net increase of \$3,320 or 11.2% for Sheriff’s security services at the Vallejo campus.

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$85,385 with Journal Technologies for the annual software maintenance/license of the department’s new case management system. The cost represents 75% of the annual contract amount as 25% of software maintenance/license cost is budgeted in the Alternate Defender’s Recommended Budget (BU 6540).
- \$55,860 with Lawyers for America to support a Legal Fellowship.

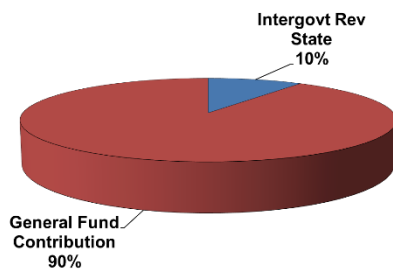
Fixed Assets

None.

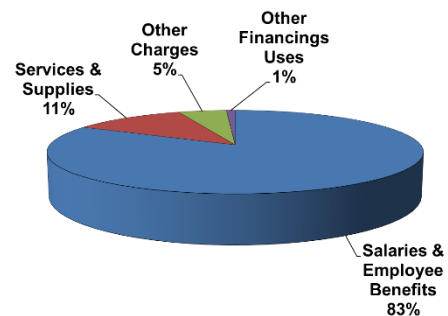
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**





**Functional Area Summary**

**6530 – Fund 900-Public Defender  
Elena D’Agustino, Public Defender  
Judicial**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	1,213,898	1,628,054	1,952,952	324,898	20.0%
CHARGES FOR SERVICES	12,539	11,500	12,000	500	4.3%
GENERAL FUND CONTRIBUTION	14,361,777	16,464,301	18,436,355	1,972,054	12.0%
<b>TOTAL REVENUES</b>	<b>15,588,214</b>	<b>18,103,855</b>	<b>20,401,307</b>	<b>2,297,452</b>	<b>12.7%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	12,563,717	14,933,545	16,840,917	1,907,372	12.8%
SERVICES AND SUPPLIES	2,052,300	2,174,859	2,340,169	165,310	7.6%
OTHER CHARGES	769,233	813,182	988,557	175,375	21.6%
LEASES	0	0	17,199	17,199	100.0%
OTHER FINANCING USES	125,761	152,731	181,607	28,876	18.9%
INTRA-FUND TRANSFERS	30,474	29,538	32,858	3,320	11.2%
<b>TOTAL APPROPRIATIONS</b>	<b>15,541,485</b>	<b>18,103,855</b>	<b>20,401,307</b>	<b>2,297,452</b>	<b>12.7%</b>
<b>NET CHANGE</b>	<b>(46,729)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2022/23 Budget are provided below:

On March 7, 2023, as part of the Midyear Financial Report, the following position allocation changes were approved:

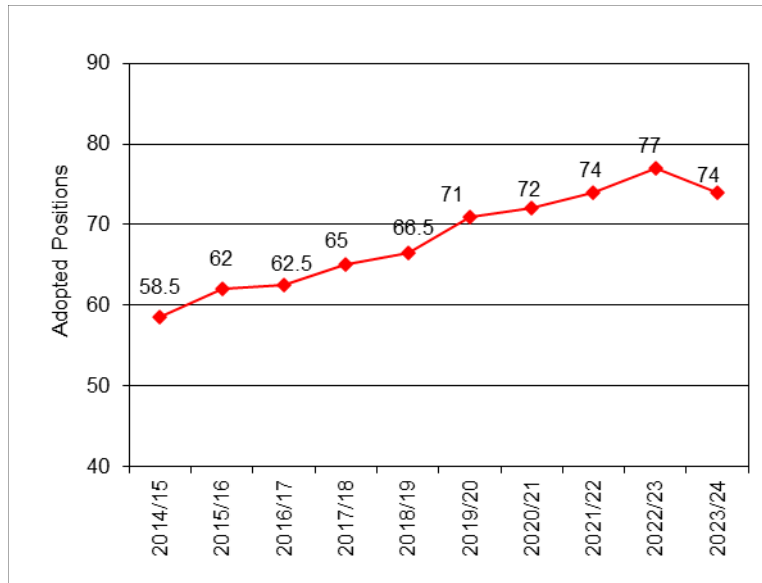
- Extended 2.0 FTE Limited-Term Deputy Public Defender IV through June 30, 2024.
- Extended 1.0 FTE Limited-Term Process Server through June 30, 2024.
- Extended 2.0 FTE Limited-Term Office Assistant II positions through June 30, 2024.

The FY2023/24 Recommended Budget includes the following position allocation changes:

- Add 1.0 FTE Chief Deputy Public Defender effective July 9, 2024.
- Delete 2.0 FTE vacant Supervising Deputy Public Defender (TBD) effective July 9, 2024.
- Delete 1.0 FTE vacant Limited-Term Paralegal expiring effective June 30, 2023.

The addition of two Supervising Deputy Public Defenders (TBD) was included in the FY2021/22 Recommended Budget. After analysis of the duties to be performed, the addition of a third Chief Deputy Public Defender instead of the two supervisors is being recommended. This addition will improve management’s ability to monitor, develop and evaluate staff. The two existing Chief Deputy Public Defenders are responsible for supervising 41 attorneys and 5 non-clerical support staff. By adding the third Chief Deputy, duties can be reassigned from the existing Chief Deputies to ensure that the office continues to provide constitutionally effective and high-quality representation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The department continues to see increased costs due to evaluations for Mental Health Diversion and the requirement to conduct a full mitigation investigation for clients under the age of 26 who are facing lengthy sentences.

Effective January 2024, AB 256, known as the “Racial Justice Act for All,” will allow individuals serving life sentences to request a new trial or sentencing hearing if they can prove that racial, ethnic, or other types of impermissible discrimination impacted their proceedings. It is unknown how many individuals will seek to take advantage of this legislation; it is anticipated to be significant.

CARE Court, the Governor’s new program to address homelessness, provides counsel to those against whom petitions are filed. If legal aid lawyers do not agree to provide this representation, that obligation would fall to the Public Defender. This would likely have a significant impact on workload

**Summary of Other Administered Budgets**

**6530 – Fund 900-Alternate Public Defender**

**Elena D’Agustino, Public Defender**

**Judicial**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
6540 ALTERNATE PUBLIC DEFENDER	5,108,401	6,007,155	6,700,356	693,201	11.5%
<b>APPROPRIATIONS</b>					
6540 ALTERNATE PUBLIC DEFENDER	5,108,401	6,007,155	6,700,356	693,201	11.5%
<b>NET CHANGE</b>					
6540 ALTERNATE PUBLIC DEFENDER	0	0	0	0	0.0%

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

Elena D’Agustino, Public Defender  
Judicial

**DEPARTMENTAL PURPOSE**

The Alternate Public Defender provides Court-appointed legal representation to indigents for whom the Public Defender is unable to provide representation due to a conflict of interest or unavailability.

**Budget Summary:**

FY2022/23 Midyear Projection:	5,751,564
FY2023/24 Recommended:	6,700,356
County General Fund Contribution:	6,337,567
Percent County General Fund Supported:	94.6%
Total Employees (FTEs):	24.25

**FUNCTION AND RESPONSIBILITIES**

The Constitutions of both the State of California and the United States of America extend the right of appointed legal representation to indigents accused of criminal conduct or in danger of losing a substantial right. Most counties in California, including Solano County, fulfill their Constitutional duty by establishment of a Public Defender’s Office. In certain cases, however, the Public Defender may have a conflict of interest, commonly occurring when a single case involves multiple indigent defendants, or some prior relationship exists with a party to the case. In these instances, the Public Defender must decline appointment, and the County’s obligation to provide counsel are met by the Alternate Public Defender’s Office, unless a conflict of interest exists there as well. If both the Public Defender and the Alternate Defender are unable to provide representation, the case is assigned to private counsel under Other Public Defense (BU 6730).

The Office of the Alternate Public Defender maintains separate offices in Fairfield and Vallejo, where the Superior Courts hear cases. The Office provides representation at all phases of criminal litigation, from arraignment through post-conviction proceedings. As appropriate to each client, legal issues are researched, investigations are conducted, written motions are prepared, and oral presentations are made in all court hearings, including court and jury trials.

Since approximately June 2000, the Alternate Public Defender’s Office has operated under the administrative authority of the Public Defender. The Office’s duties and characteristics are similar to those of the main Public Defender’s Office (BU 6530). However, pursuant to California Penal Code (PC) §987.2 and the case law, the Alternate Public Defender’s Office is organized as a separate division of the Public Defender’s Office, under the direct supervision of a Chief Deputy Public Defender.

The majority of the clients represented by the department 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:

- In FY2022/23, the Alternate Public Defender’s Office was able to work through the backlog of cases that had been delayed due to COVID-19. While at the beginning of the fiscal year caseload numbers were significantly elevated, by March of 2023 the numbers were back to historic pre-pandemic numbers.
- Starting in January 2019, PC §1001.36 significantly expanded the availability of pre-trial diversion to defendants charged with either felonies or misdemeanors who suffer from a mental disorder that was a significant factor in the commission of the crime. The law requires that the Alternate Public Defender’s Office investigate and pursue this option for all clients who may be eligible for diversion in order to provide effective assistance of counsel. While this assists clients with mental illness access treatment, which results in improved outcomes and reduced incarceration, there are significantly increased costs in obtaining psychological assessments and treatment plans, and an increased workload on department social workers.
- Several recent sentencing laws have increased the information judges are required to consider at sentencing. For clients under the age of 26 who are facing lengthy sentences, the Alternate Public Defender’s Office is required to complete a mitigation investigation which would increase the workload for investigators, lawyers, and clerical staff and requires the retention of experts in several different fields. New rules applicable to sentencing in almost all felony cases requires that the department present evidence, when appropriate, that a defendant has experienced trauma or was the victim of intimate partner violence or human trafficking. These requirements add to the tasks that must be completed by attorneys to meet their

professional obligations, increase the workload on social workers and investigators, and may also require psychological evaluations to be presented in court.

- Body-worn and dash video cameras have proliferated in recent years, resulting in a significant and new volume of material that attorneys must review in order to provide effective assistance of counsel. Depending on the number of officers present at the scene and the type of investigation, the videos range from a couple to many dozens of hours, if not more, in the most complex cases. This is a significant consumption of time, and department attorneys are required to review anything disclosed prior to litigation or plea bargain in order to provide effective assistance of counsel. These files also significantly impact the department’s volume of data storage.

Accomplishments:

- The Alternate Public Defender’s Office provided representation in approximately 2,600 new and ongoing cases to 1,700 clients.
- The department’s robust record clearing program continues to help community members remove barriers to employment and educational opportunities due to past arrests and convictions.
- The Alternate Public Defender’s Office has received two grants from the Board of State and Community Corrections (BSCC) to increase access to post-conviction litigation. These grants have enabled the department to expand litigation on behalf of individuals serving lengthy sentences who may be eligible for parole based on a variety of factors including Youthful Offender Parole Hearings (*Franklin/Miller*) and felony murder resentencing (PC §1170.95). Grant funds are providing additional staffing as well as paying costs for psychological evaluations for these clients. Grant funds also support providing PC §290 relief for those who qualify.

**WORKLOAD INDICATORS**

- In 2022, the Alternate Public Defender’s Office opened approximately 700 felony cases, 1,000 misdemeanor cases, 10 civil/other cases, and 57 juvenile petitions.
- Workload in the Alternate Public Defender’s Office continues to increase in the severity of charges filed, requiring increased resources for representation of clients. The prosecutor continues to file the most serious charges and enhancements available, including filing second and third strikes. These cases require significant use of expert witnesses and consultants in order to provide constitutionally effective assistance of counsel. In addition, the time required to review the increasing volume of body camera footage is significant. Attorneys must review all recordings prior to conducting hearings or advising a client whether to accept a plea bargain or move forward with litigation.
- Mental Health Diversion will provide needed services to clients who, as a result of their mental illness, committed crimes. For these clients, the department is required to conduct psychological assessments to determine the nexus and the level of treatment, with increased costs for experts and consultants. These costs are expected to be offset by decreased incarceration and recidivism.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$693,201 or 11.5% in revenues and appropriations when compared to the FY2022/23 Adopted Budget. As a result, the General Fund Contribution increased by \$533,703 or 9.2%. The increase in General Fund Contribution is primarily due to an increase in Salaries and Employee Benefits primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs.

Primary Funding Sources

The primary funding source for the department is the General Fund Contribution, which comprises \$6,337,567 or 94.6% of the Recommended Budget.

The Recommended Budget includes a \$693,201 or 11.5% increase in revenues primarily due to the following:

- Intergovernmental Revenues of \$362,789 reflect an increase of \$159,498 or 78.5% primarily due to the continuation of the Board of State and Community Corrections (BSCC) grant awards and an anticipated increase in 2011 Public Safety Realignment (AB 109) funding due to increases in Salaries and Employee Benefits.

Elena D’Agustino, Public Defender  
Judicial

- Other Financing Sources of \$6,337,567 represents the General Fund Contribution, an increase of \$533,703 when compared to the FY2022/23 Adopted Budget. The increase in the General Fund Contribution is primarily the result of the increase in Salaries and Employee Benefits primarily attributed to negotiated and approved labor contract wage increases, CalPERS retirement costs, and changes in health benefit costs. The Alternate Public Defender focuses on services and programs that are constitutionally mandated and seeks grant funding when available to offset General Fund Contribution. However, there are very few grants and other sources of funding for the department to enhance its revenues for criminal defense work.

Primary Costs

The Recommended Budget includes a \$693,201 or 11.5% net increase in appropriations primarily due to the following:

- Salaries and Employee Benefits \$5,605,671 reflect an increase of \$592,788 or 11.8% primarily attributed to negotiated and approved labor contracts, CalPERS retirement costs, and changes in health benefit costs.
- Services and Supplies of \$652,391 reflect an increase of \$38,549 or 6.3% primarily due to increases in Central Data Processing charges.
- Other Charges of \$366,995 reflect an increase of \$45,037 or 14.0% primarily due to an increase in Countywide Administrative Overhead costs and anticipated increases in small projects.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	92,637	203,291	362,789	159,498	78.5%
GENERAL FUND CONTRIBUTION	5,015,764	5,803,864	6,337,567	533,703	9.2%
<b>TOTAL REVENUES</b>	<b>5,108,401</b>	<b>6,007,155</b>	<b>6,700,356</b>	<b>693,201</b>	<b>11.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	4,241,887	5,012,883	5,605,671	592,788	11.8%
SERVICES AND SUPPLIES	532,701	613,842	652,391	38,549	6.3%
OTHER CHARGES	280,907	321,958	366,995	45,037	14.0%
LEASES	0	0	5,733	5,733	100.0%
OTHER FINANCING USES	42,666	48,279	58,227	9,948	20.6%
INTRA-FUND TRANSFERS	10,240	10,193	11,339	1,146	11.2%
<b>TOTAL APPROPRIATIONS</b>	<b>5,108,401</b>	<b>6,007,155</b>	<b>6,700,356</b>	<b>693,201</b>	<b>11.5%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ALTERNATE PUBLIC DEFENDER	24	24.25	24.25	0.00	0.0%
<b>TOTAL STAFFING</b>	<b>24</b>	<b>24.25</b>	<b>24.25</b>	<b>0.00</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in position allocations since the adoption of the FY2022/23 Budget are provided below:

On March 7, 2023, as part of the Midyear Financial Report, the following position allocation changes were approved:

- Extended 1.0 FTE Limited-Term Office Assistant II through June 30, 2024.

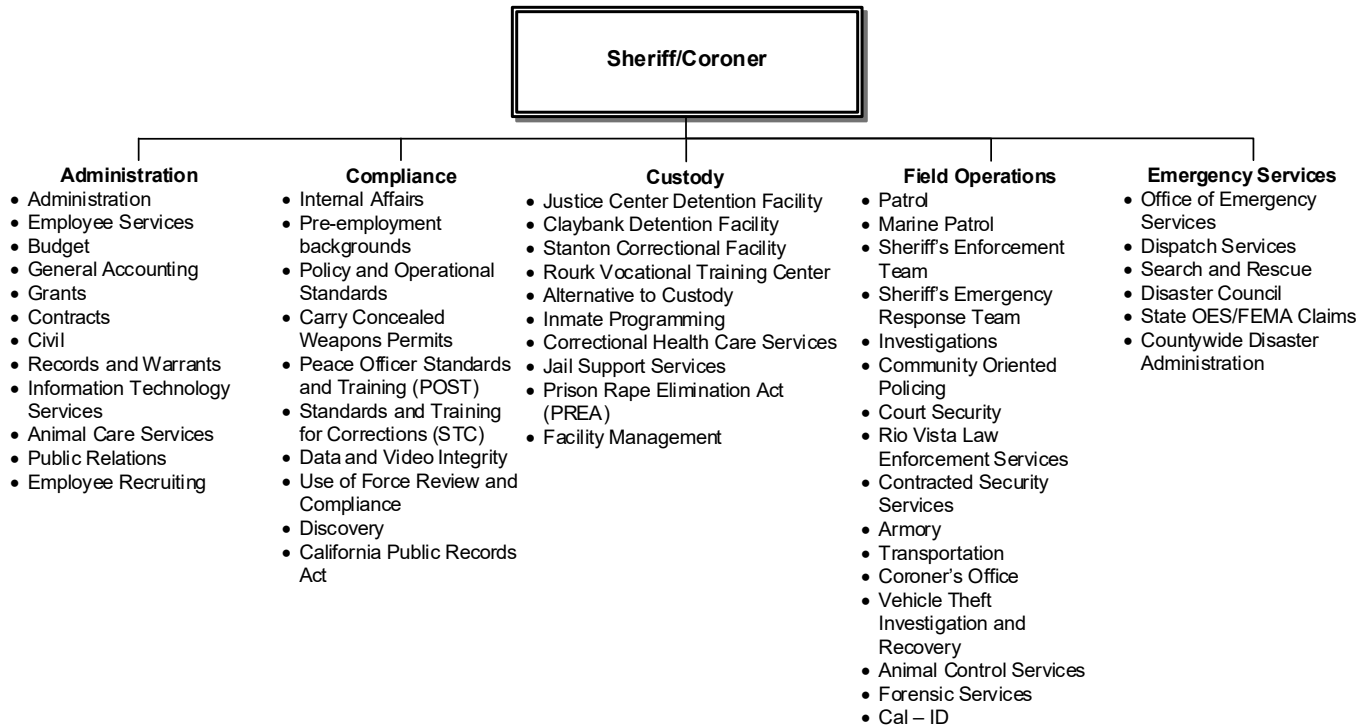
There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The department continues to see increased costs due to evaluations for Mental Health Diversion and the requirement to conduct a full mitigation investigation for clients under the age of 26 who are facing lengthy sentences.

Effective January 2024, AB 256, known as the “Racial Justice Act for All,” will allow individuals serving life sentences to request a new trial or sentencing hearing if they can prove that racial, ethnic, or other types of impermissible discrimination impacted their proceedings. It is unknown how many individuals will seek to take advantage of this legislation; it is anticipated to be significant.

CARE Court, the Governor’s new program to address homelessness, provides counsel to those against whom petitions are filed. If legal aid lawyers do not agree to provide this representation, that obligation would fall to the Public Defender. This would likely have a significant impact on workload.



**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:**

FY2022/23 Midyear Projection:	141,886,213
FY2023/24 Recommended:	152,169,444
County General Fund Contribution:	85,268,773
Percent County General Fund Supported:	56.0%
Total Employees (FTEs):	554

**FUNCTION AND RESPONSIBILITIES**

The Sheriff's Office:

- Administration function provides a variety of administrative and support services including strategic planning; fiscal administration; payroll and extended leave administration; employee wellness; peer support; maintenance of criminal records; crime reporting; service of legal notices such as restraining orders, actions of divorce, and eviction notices; and collection and distribution of civil judgments.
- Custody function provides for the custodial care of the inmates housed at the jail facilities, including both sentenced and pre-trial inmates, through supervision of the inmate population and provision of clothing and meals, and medical, mental health, and dental services; preparation of the inmate for return to the community through provision of substance abuse treatment services, case management re-entry services, and vocational services; and management of the work furlough, work release and electronic monitoring programs for low-level offenders.
- Compliance function provides for the implementation of operational standards; pre-employment background investigations; internal investigations; responses to public records requests; oversight of employee training and standards; and carry concealed weapons permitting.



- 
- Field Operations function provides for the protection of County residents in unincorporated areas and their property through prevention and detection of criminal activity and apprehension of those responsible for the crime; safety and enforcement of Solano County waterways; crime scene investigations; evidence collection and storage; cold-case investigations; narcotics investigations; management of the automated biometrics identification system; maintenance and implementation of its automated systems; compliance checks of post-release community supervision clients; mutual aid response; building and perimeter security services to the Courts; law enforcement and security services to the City of Rio Vista, Solano Community College and other County departments; transportation of inmates to and from court, State prison facilities, other County jail facilities, and medical appointments; and death investigations and autopsies.
  - Emergency Services function provides for the central coordination in all County disaster events, establishment of an emergency operations plan, provision of direction to first responders, and enlistment of aid from various State and local agencies; coordination of local search and rescue efforts; dispatch of Field Operations personnel to calls for service, and dispatch of local fire personnel and equipment through the countywide consolidated fire dispatch center.

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, and oversight of indigent burials.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- Staffing and Recruitment: Staffing continues to be a concern for the Sheriff's Office. As of April 2023, the Sheriff's Office had over 80 vacancies, including 28 Correctional Officer positions, 16 Deputy Sheriff positions, 10 Sheriff's Security Officer positions, and 8 Legal Procedures Clerk positions, a 13.7% vacancy rate. The high vacancy rate is attributed to many factors including, but not limited to, increased number of employees reaching retirement age, employees leaving the Sheriff's Office for lateral positions in other agencies, a lower number of applicants wishing to work for law enforcement, a competitive job market offering higher pay scales and hiring incentives, and a lack of qualified candidates who can pass a pre-employment background investigation. Efforts to reduce this trend have included weekly meetings with the Department of Human Resources, reassigning staffing resources, and contracting with a local company to assist with pre-employment background investigations to accelerate potential onboarding of new hire candidates. The Sheriff's Office has also increased awareness of job opportunities through advertising, recruitment efforts at local events and job fairs, and through partnering with community groups. Additionally, Sheriff's Office contractors have also struggled with staffing levels which may inhibit the service levels provided.
- Aging of County Facilities and Need for Continued Maintenance: The Sheriff's downtown campus was built in 1989 and the Claybank campus in 1979; both campuses and auxiliary buildings are in need of infrastructure renewal. The Sheriff's Office is currently working with the County Administrator and the Department of General Services on efforts to plan, fund, schedule, and efficiently complete the necessary work. Numerous County-approved capital projects such as the hot water and shower replacement in the Justice Center Detention Facility are underway and are expected to continue into FY2023/24.
- Vocational Training: Due to a continuing low inmate population, legislative law changes, and classification restrictions for inmates that are cleared to be at the Rourk Vocational Training Center (RVTC), the number of inmates who are eligible for vocational training and inmate programming is limited. The Sheriff's Office entered into a Memorandum of Understanding with the Probation Department and in June of 2022 the first cohort of Probationers participated in the Laborer's Union Pre-Apprenticeship Program at RVTC. During the last half of 2022 there were two Laborer's Union Pre-Apprenticeship courses and one Welding course held for Probationers. A total of 7 vocational classes were held at RVTC in 2022, with 12 classes anticipated to be completed in FY2023/24.

Accomplishments:

- Civil Public Portal: The new Civil e-FILE Public Portal went live in May 2022. The Portal allows for online submission requests for civil actions 24 hours a day, seven days a week, offering enhanced convenience to the public. The Portal also allows those entering case numbers to track the process seeing status updates and service documents. Although most filings have been over the counter or by mail, there have been more than 225 e-FILE filings since the Portal went live. The Sheriff's Office will continue to enhance services to the public.

- **Know Your Zone:** The Sheriff’s Office of Emergency Services (OES) and local fire and law enforcement agencies partnered with Zonehaven to identify, establish, and name evacuation zones within Solano County allowing communities and first responders to plan, communicate, and execute evacuations more effectively. The Zonehaven software platform went live March 1, 2023 and can be used by residents to monitor updated emergency evacuation information and status generated by emergency service agencies. Residents who have signed up for AlertSolano will still receive emergency notifications which will now include evacuation zone names when appropriate. OES will continue its public outreach efforts to raise awareness of AlertSolano and the importance of *Know Your Zone*.
- **Human Trafficking:** Human trafficking is a crime of exploitation and coercion, typically in the form of forced labor or sexual exploitation. Human traffickers often prey upon members of marginalized communities and other vulnerable individuals. The Sheriff’s Office continues to work with local and regional allied agencies to conduct prostitution stings and raid illegal marijuana grows as human trafficking is widespread in these professions. During National Human Trafficking Prevention Month, January 2023, a week-long prostitution sting operation was conducted with numerous arrests made. Additionally, many individuals were rescued and offered resources in order to provide a pathway to improve their lives.
- **Navigational Hazards:** The Sheriff’s Office, through the Surrendered and Abandoned Vessel Exchange grant program, removed 10 sunken and/or derelict vessels in Solano County waterways.
- **Sheriff’s Citizens’ Academy:** After a six-year absence, the Sheriff’s Office restarted its Citizens’ Academy to give participants an overview of the Sheriff’s Office and its function with the goals to communicate accountability and transparency and to promote goodwill. The Citizens’ Academy was held in the winter of 2022-2023 with 23 residents completing the course and graduating and who are now prepared to serve as ambassadors for the Sheriff’s Office. Moreover, two of the graduates have completed volunteer applications and both are considering employment with the County. Also, as the City of Rio Vista’s law enforcement provider, the Rio Vista Police Department and the Rio Vista Fire Department held a Public Safety Citizens’ Academy with 100% positive feedback.
- **Cold Case Investigations:** With the advancement of DNA tools such as genetic genealogy, the Sheriff’s Office continues to review cold cases. Since July 2022, the Sheriff’s Office has solved two cold cases involving a 1980 murder and a 1996 murder and assisted in solving a third from another jurisdiction within northern California. In each of these cases arrests were made. Also, three more cold cases are currently active, two murder cases and one case involving rape.
- **Solano County Corrections Academy:** After the closure of the Napa Valley Community College Corrections program the Sheriff’s Office worked with the California Board of State and Community Corrections (BSCC) Standards and Training for Corrections (STC) to establish a local corrections training program. On October 4, 2022, the Sheriff’s Office received approval from the California BSCC to open the Solano County Corrections Academy. The Sheriff’s Office conducted two sessions (Fall 2022 and Spring 2023) graduating 23 newly hired Solano County Correctional Officers and 3 others from outside agencies.

**WORKLOAD INDICATORS**

<b>Administration</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Total annual civil papers received for processing	7,588	7,480	4,165	5,320	7,201
Number of restraining orders processed	1,690	1,734	1,487	1,847	2,426
Number of warrants processed	9,946	9,224	6,054	7,543	7,139

<b>Compliance</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Number of background investigations processed	510	562	466	453	400
Number of CCW permit applications (new/renewal/modified)	1,316	1,536	1,943	1,700	1,967
Number of public records requests processed	1,134	1,212	921	1,379	1,770
Number of training hours provided to staff	27,139	31,465	27,000	24,120	29,134

**Functional Area Summary**

**6550 – Fund 900-Sheriff/Coroner  
Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>Custody</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Number of bookings	15,356	13,238	10,509	9,968	9,444
Felonies	6,236	5,789	5,030	4,945	4,583
Misdemeanors	8,926	7,175	4,890	4,509	4,356
Other	194	272	588	514	504
Average daily population	769	733	540	630	550
Average stay (days)	18.3	20.3	18.8	21.9	21.3

<b>Law Enforcement and Investigative Services</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Number of calls for service - Patrol	57,600	46,159	46,382	43,725	43,077
Number of arrests	2,402	2,180	2,041	2,082	1,795
Number of Sheriff Emergency Response Team call-outs	14	31	36	30	17
Number of illegal dumping cases investigated	481	361	317	285	212
Number of calls for service – Court Security	1,714	1,693	1,036	773	892
Number of prisoners transported - Court and other facilities	12,887	12,749	7,505	7,878	7,883
Number of prisoners transported – Medical & hospitalizations	323	469	172	307	220
Number of crime investigations	1,262	1,132	1,381	1,108	1,502
Number of Forensic Services’ crime scene call-outs	36	29	44	53	55
Number of property items processed	4,136	3,638	6,862	7,403	7,509
Number of suspect fingerprints analyzed	354	343	260	198	188
Number of felony sexual assault offender sweeps	8	8	3	5	6
Number of vessel inspections	406	577	483	608	354
Number of vessel assists	86	34	82	133	134
Number of Sheriff Enforcement Team compliance checks	209	385	347	365	285
Number of decedents received by Coroner	1,220	1,201	1,400	1,564	1,442
Number of autopsies	270	240	266	306	318

<b>Emergency Services</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Number of Emergency Operations Center Activations	3	6	3	4	0
Number of search and rescue operations	13	11	14	20	15
Number of calls for service - Dispatch	108,295	92,262	101,728	94,833	91,278

**6550 – Fund 900-Sheriff/Coroner**  
**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection**

**Functional Area Summary**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	102,935,226	114,146,266	123,301,848	9,155,582	8.0%
COMPLIANCE	355,351	325,849	374,518	48,669	14.9%
CUSTODY	8,127,893	8,749,529	9,049,449	299,920	3.4%
FIELD OPERATIONS	15,844,657	17,418,218	18,490,250	1,072,032	6.2%
EMERGENCY SERVICES	696,926	791,946	953,379	161,433	20.4%
<b>TOTAL REVENUES</b>	<b>127,960,053</b>	<b>141,431,808</b>	<b>152,169,444</b>	<b>10,737,636</b>	<b>7.6%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	26,453,272	28,065,655	30,985,399	2,919,744	10.4%
COMPLIANCE	3,620,075	4,908,471	5,439,060	530,589	10.8%
CUSTODY	57,420,051	63,797,217	67,878,082	4,080,865	6.4%
FIELD OPERATIONS	35,900,861	39,344,240	42,187,761	2,843,521	7.2%
EMERGENCY SERVICES	4,342,100	5,316,225	5,679,142	362,917	6.8%
<b>TOTAL APPROPRIATIONS</b>	<b>127,736,359</b>	<b>141,431,808</b>	<b>152,169,444</b>	<b>10,737,636</b>	<b>7.6%</b>
<b>NET CHANGE</b>	<b>(223,694)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ADMINISTRATION	58.0	52.0	53.0	1.0	1.9%
COMPLIANCE	13.0	14.0	14.0	0.0	0.0%
CUSTODY	287.0	287.0	285.5	-1.5	(0.5%)
FIELD OPERATIONS	166.0	173.0	172.5	-0.5	(0.3%)
EMERGENCY SERVICES	28.0	29.0	29.0	0.0	0.0%
<b>TOTAL STAFFING</b>	<b>552.0</b>	<b>555.0</b>	<b>554.0</b>	<b>-1.0</b>	<b>(0.2%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$10,737,636 or 7.6% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. As a result, the General Fund Contribution is increased by \$7,090,654 or 9.1%. The increase is largely attributed to Salaries and Employee Benefits, which reflect an increase of \$8,123,295 or 8.6% primarily due to negotiated and approved labor contracts, CalPERS retirement costs, and insurance rates. Communication and central data processing, County Fleet charges, inmate medical and food costs, one-time purchases of fixed assets including replacement of security electronics at the Stanton Correctional Facility, a new full-body scanner, and a one-time transfer to the Accumulated Capital Outlay Fund for a forensic lab upgrade also contributed to the increases.

The primary funding source for the Sheriff’s Office is County General Fund Contribution of \$85,268,773 or 56.0% of the Recommended Budget. The primary source of non-county revenue is Proposition 172 Public Safety Tax: \$37,624,979 or 24.7% 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 \$1,984,247 or 5.6% in Proposition 172 tax revenues over the current year’s Adopted Budget as the State’s economy continues to rebound from the effects of the COVID-19 pandemic. Other principal funding sources include State payments for providing court security services, \$8,581,380 or 5.6% of total revenues; and State allocations under the 2011 Public Safety Realignment of \$7,918,597 or 5.2% of total revenues.

Administration and Support (BU 6551)

The primary programs for Administration are Administrative Services and Employee Services. Other programs include Records and Warrants, Civil, and Technology Services.

The Recommended Budget for Administration is \$123,301,848 in revenues and \$30,985,399 in appropriations. These represent an increase of \$9,155,582 or 8.0% in revenues and an increase of \$2,919,744 or 10.4% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenues is primarily due to increases in General Fund Contribution and Proposition 172 revenues. Administration's Recommended Budget assumes Transfers-In from the Sheriff's Other Administered Funds will continue to offset costs of the Civil program. The net increase in expenditures is primarily due to increases in employee Salaries and Benefits which reflect an increase of \$1,133,475 or 10.7% due to negotiated and approved labor contracts. Other significant cost increases are related to Services and Supplies which reflect an increase of \$2,403,344 or 21.4%, which is primarily due to increased Central Data Processing charges and insurance costs. These increases are partially offset by a \$793,964 or 13.2% decrease in Other Charges primarily related to a decrease in Countywide Administrative Overhead.

The Administration and Support Recommended Budget funds 53.0 FTE positions.

Compliance (BU 6555)

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 \$374,518 in revenues and \$5,439,060 in appropriations. These represent an increase of \$48,669 or 14.9% in revenues and an increase of \$530,589 or 10.8% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenues is primarily due to increased funding received from CCW Conference registrations and sponsors and an increase in anticipated carry concealed weapons permit revenue. Compliance's Recommended Budget assumes State funding from Standards and Training for Corrections and Peace Officer Standards and Training will continue to offset training costs for Correctional Officers and Deputies. The increase in expenditures is primarily due to increases in contracted equipment rentals of \$143,726 primarily related to the Axon contract as well as Salaries and Employee Benefits which reflect an increase of \$380,713 or 11.7% due to negotiated and approved labor contracts. Other significant increases are for costs associated with background investigations documents and records.

The Compliance Recommended Budget funds 14.0 FTE positions.

Custody (BU 6552)

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 \$9,049,449 in revenues and \$67,878,082 in appropriations. This represents an increase of \$299,920 or 3.4% in revenues and an increase of \$4,080,865 or 6.4% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenues is primarily due to the County Jail-Based Competency Treatment (JBCT) program. Custody's Recommended Budget assumes State Supplemental Law Enforcement Services Fund (SLESF) monies will continue to fund maintenance projects; State funding for JBCT will continue to fund mental health services to return offenders to competency to stand trial; and 2011 Public Safety Realignment funding, 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 increases in Salaries and Employee Benefits which reflect an increase of \$2,804,223 or 6.4% due to negotiated and approved labor contracts. Other significant cost increases are for contracted inmate food service costs, contracted medical, mental health, and dental services, inmate medicines, and for heating/air services at the Stanton Correctional Facility.

The 2011 Public Safety Realignment funding for Community Corrections is \$4,545,874 for FY2023/24. 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 Custody Recommended Budget funds 285.5 FTE positions.

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Field Operations (BU 6553)

The primary programs for Field Operations are Patrol, Court Services, and Security Services. Other programs include Marine Patrol, Resident Deputy, Transportation, Investigations, Forensic Identification Services, the Sheriff's Emergency Response Team, the Armory, and the Coroner's Office.

The Recommended Budget for Field Operations is \$18,490,250 in revenues and \$42,187,761 in appropriations. This represents an increase of \$1,072,032 or 6.2% in revenues and an increase of \$2,843,521 or 7.2% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenues is primarily from contracted law enforcement services to local agencies and County departments to offset the higher costs for salaries and employee benefits. The Recommended Budget assumes State Trial Court Security monies will continue to support court security activities; Cal-MMET funding will continue to support narcotics investigations; Transfers-In from the Sheriff's Other Administered Funds will continue to offset costs of the Cal-ID program; and 2011 Public Safety Realignment funding will continue to support the Sheriff's Enforcement Team. The increase in expenditures is primarily due increased Salaries and Employee Benefits which reflect an increase of \$3,578,462 or 11.0% due to negotiated and approved labor contracts. Other significant cost increases include a one-time cost to upgrade the forensic lab and County fleet costs. These increases are partially offset by a decrease of \$202,059 in Other Charges primarily related to a decrease in Equipment for Non-County Agencies and Countywide Administrative Overhead charges. Other decreases include one-time Radio Communication fixed asset costs that were purchased in FY2022/23.

The 2011 Public Safety Realignment program budget allocation for Community Corrections is \$1,480,206 for FY2023/24. The Realignment funding pays for the Salaries and Employee Benefit costs for 5.0 FTE positions, including: 1.0 FTE Sergeant-Sheriff and 4.0 FTE Deputy Sheriffs, and certain operating costs associated with these positions, such as County garage service, fuel, communications, and office expense.

The Field Operations Recommended Budget funds 172.5 FTE positions.

Emergency Services (BU 6554)

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 \$953,379 in revenues and \$5,679,142 in appropriations. This represents an increase of \$161,433 or 20.4% in revenues and an increase of \$362,917 or 6.8% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenues is due to higher contracted dispatch services charges to local law enforcement and fire agencies. Emergency Services' Recommended Budget assumes all other agencies will continue to use dispatch services at or near the same number of calls as in prior years. The net increase in expenditures is primarily due to increased Salaries and Employee Benefits which reflect an increase of \$447,934 or 10.3% due to negotiated and approved labor contracts. Other significant cost increases are for maintenance/service contracts and Countywide training.

The Emergency Services Recommended Budget funds 29.0 FTE positions.

Contracts

Contract services (excluding lease agreements and software maintenance and support agreements) represent a significant portion of the services and supplies section of the budget with a total of \$19.1 million. Ten services with significant appropriations represented by individual and/or multiple service contracts are listed below. Several contracts are revenue-offset.

- \$13,442,000 for medical, dental & mental health care to inmates.
- \$2,489,000 for food service to inmates.
- \$1,158,000 for Jail-Based Competency Treatment for defendants.
- \$615,000 for forensic pathology services.
- \$525,000 for re-entry services for mentally ill offenders.
- \$450,000 for case management service to inmates.
- \$122,000 for security guard services necessary for Sheriff to meet contracted obligations.

- \$120,000 for employment readiness skills for inmates.
- \$102,000 for body transport services of decedents.
- \$100,000 for medicated assisted services for inmates to continue opioid use disorder treatment.

Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed assets:

- \$283,570 to refresh NAS video storage for Stanton Correctional Facility and Rourk Vocational Training Facility, funded by County General Fund and Prop 172.
- \$223,749 for one body scanner to be installed at the Stanton Correctional Facility to aid in the prevention of entry of contraband into the facility and assist in the inspection of individuals, offset with Cal-MMET funds.
- \$22,800 for three rifle-rated ballistic shields with protective storage covers for use by the Sheriff’s Emergency Response Team, offset with SLESF funds.
- \$17,846 for two portable radios in the Dispatch Center, serving as a backup for communication between first responders and the Dispatch Center, funded by County General Fund and Prop 172.
- \$15,400 for a Spartan Traveler Camera and Locator system for Facility Management. This pipe inspection camera system is used for identifying and locating damaged (broken/collapsed) pipes in the sanitary sewer system, funded by County General Fund and Prop 172.
- \$11,735 for the replacement of a commercial three-door upright freezer. The freezer located in the Sheriff’s Secure Property Room is nearing its end-of-life, funded by County General Fund and Prop 172.

**DEPARTMENT COMMENTS**

Public Safety Realignment for Community Corrections (AB 109)

The 2022 calendar year indicates little change as the combined average daily population (ADP) at the three detention facilities was 108 AB 109 inmates, down slightly from 119 inmates for the 2021 calendar year. Using the 2022 ADP and the FY2023/24 Board-approved daily bed rate of \$408.00, approximately \$16.1 million of costs may be attributed to Public Safety Realignment inmates. Although the Sheriff’s Office anticipates receiving \$4.5 million of the County’s share of Public Safety Realignment for custody operations, the revenue is insufficient to cover the full program costs. County General Fund dollars make up the difference.

Inmate Population

The inmate population has fluctuated slightly over the past 12 months. The Sheriff’s Office anticipates an average daily population of 650 inmates for FY2023/24, up 35 inmates from the 615 anticipated for FY2022/23. The Recommended Budget reflect appropriations for inmate food service, inmate medical, mental health and dental services, and inmate supplies.

Rourk Vocational Training Center

The Rourk Vocational Training Center provides vocational training to eligible low-risk inmates and probationers. The Recommended Budget includes \$41,142 in appropriations for vocational training supplies. Approximately \$200,000 in additional supplies and instructor expenses are being purchased through the Inmate Welfare Fund.

Rio Vista Law Enforcement Services

On June 8, 2021, the Board approved a new two-year agreement with the City of Rio Vista for the Sheriff’s Office to provide law enforcement services to the City. The Recommended Budget includes \$3,256,099 in appropriations and offsetting revenue to fund continued law enforcement services through June 30, 2024.

Training

Corrections staff are required to complete 24 hours of training annually to comply with the California Board of State Community Corrections (BSCC) Standards and Training for Corrections mandate. The Deputies and other sworn staff as well as Dispatchers are required to complete 24 hours of training every two years to comply with the California Peace Officer Standards and Training

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mandate. Additional training of soft skills and general topics are offered to all department employees including professional and administrative staff. These costs are somewhat offset by state revenues.

Corrections Academy

Under the California Board of State Community Corrections' (BSCC) Standards and Training for Corrections, newly hired correctional staff must complete CORE training within one year of employment. CORE training regulated by the BSCC is a five-week (176 hours minimum) course covering modules/topics critical to being able to perform job tasks. The new Solano County Corrections Academy hosts up to 15 participants and the Sheriff's Office intends to accept applicants sponsored by other agencies when space allows. The Recommended Budget includes \$38,830 in appropriations to cover instructor and operational costs to include providing each participant with clothing and supplies such as a sweatshirt, sweatpants, tee-shirt, backpack, water bottle, binder, and flash drive. These appropriations are entirely offset by savings from training and travel costs due to bringing training in-house and Academy registration fees from outside agencies.

Citizens' Academy

The Sheriff's Citizens' Academy is for adult residents of Solano County who wish to learn more about the Sheriff's Office and its function. The Citizens' Academy hosts up to 30 participants and sessions run approximately eight weeks. Participants meet weekly for instruction and observation opportunities. The Citizens' Academy helps the Sheriff's Office to connect and strengthen relationships and communicates accountability and transparency. The Citizens' Academy is well received and some participants return to volunteer. The Recommended Budget includes \$4,200 in appropriations for two sessions to purchase polo shirts, mugs, padfolios, and refreshments for the participants and for class photos.

Youth Academy

The Sheriff's Youth Academy is for pre-teens and teens (ages 12 to 16 years old). The Youth Academy hosts up to 35 participants for a one-week summer camp session. Participants will learn more about the Sheriff's Office and its function through instruction, demonstrations and games. The Youth Academy helps the Sheriff's Office to connect and strengthen relationships with young people. It is hoped that some participants may return to enter the Cadet Program. The Recommended Budget includes \$1,500 in appropriations to purchase t-shirts and lunches/snacks for the participants and for class photos.

Recruitment Efforts

With expected high vacancy rates, the Sheriff's Office is continuing its recruitment efforts through advertising in print ads, social media posts, QR-codes, various association publications, the use of online media such as Facebook and LinkedIn, and attending career fairs and other events to share opportunities that are available within the Sheriff's Office. The Sheriff's Office is also updating its online presence and is working to increase search engine results. The Recommended Budget includes \$25,000 in appropriations for advertising and to purchase promotional items such as notebooks, lanyards, and pens for career fairs.

Public Relations

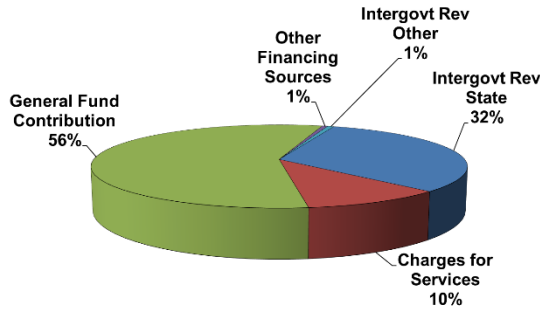
The Sheriff's Office often attends community events such as parades, picnics, car shows, trade shows, and visits the local schools to promote community engagement. The Sheriff's Office also arranges events such as "Coffee with the Sheriff" and "Reading to Kids." The Recommended Budget includes \$7,500 in appropriations to purchase promotional items including, but not limited to, stickers, coloring books and crayons, pens, pencils, lanyards, lip balm, flashlights, and frisbee flyers.

Departmental Fees

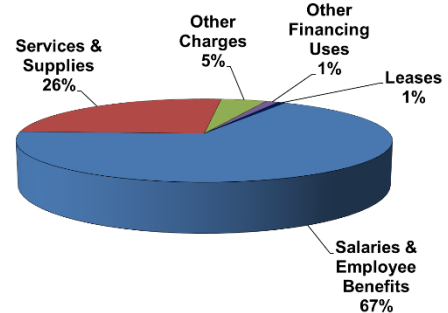
Department-wide fee increases are primarily due to County-approved wage increases from merit/step increases and cost-of-living adjustments. The Recommended Budget anticipates a small increase in fee revenue.



SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	107,543	112,840	131,555	18,715	16.6%
FINES, FORFEITURES, & PENALTY	177,629	159,621	229,348	69,727	43.7%
INTERGOVERNMENTAL REV STATE	48,104,943	46,197,892	47,995,322	1,797,430	3.9%
INTERGOVERNMENTAL REV FEDERAL	308,486	253,500	269,300	15,800	6.2%
INTERGOVERNMENTAL REV OTHER	824,709	1,085,958	973,479	(112,479)	(10.4%)
CHARGES FOR SERVICES	12,971,760	14,196,433	15,919,507	1,723,074	12.1%
MISC REVENUE	1,144,542	626,929	549,557	(77,372)	(12.3%)
OTHER FINANCING SOURCES	539,502	620,516	832,603	212,087	34.2%
GENERAL FUND CONTRIBUTION	63,780,938	78,178,119	85,268,773	7,090,654	9.1%
<b>TOTAL REVENUES</b>	<b>127,960,053</b>	<b>141,431,808</b>	<b>152,169,444</b>	<b>10,737,636</b>	<b>7.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	86,909,559	94,490,172	102,613,467	8,123,295	8.6%
SERVICES AND SUPPLIES	33,062,566	36,512,932	39,667,882	3,154,950	8.6%
OTHER CHARGES	6,606,425	7,967,798	7,029,772	(938,026)	(11.8%)
F/A EQUIPMENT	542,989	1,668,388	575,100	(1,093,288)	(65.5%)
F/A - INTANGIBLES	44,159	0	0	0	0.0%
LEASES	0	0	1,118,843	1,118,843	100.0%
OTHER FINANCING USES	1,246,309	1,482,119	1,934,779	452,660	30.5%
INTRA-FUND TRANSFERS	(675,648)	(689,601)	(770,399)	(80,798)	11.7%
<b>TOTAL APPROPRIATIONS</b>	<b>127,736,359</b>	<b>141,431,808</b>	<b>152,169,444</b>	<b>10,737,636</b>	<b>7.6%</b>
<b>NET CHANGE</b>	<b>(223,694)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(100.0%)</b>

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- \$8,123,295 net increase in Salaries and Employee Benefits primarily related to:
  - \$9,482,559 increase due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- \$1,984,217 increase in Proposition 172 Sales Tax revenue.
- \$1,071,000 increase in contracted inmate medical, mental health, and dental services.
- \$324,050 increase in Transfers-Out Accumulated Capital Outlay for the Sheriff's Forensic Lab Capital Project.

- \$239,000 increase in contracted inmate food costs as part of an annual price adjustment per the contract.

Changes in allocated Share of County Costs:

- \$966,000 increase in Central Data Processing costs.
- \$853,000 increase to liability insurance.
- \$629,000 increase in fuel and County garage service.
- \$434,000 increase in communications costs.
- \$153,000 increase in risk management costs.
- \$831,000 decrease in Countywide Administrative Overhead costs.

**SUMMARY OF POSITION CHANGES**

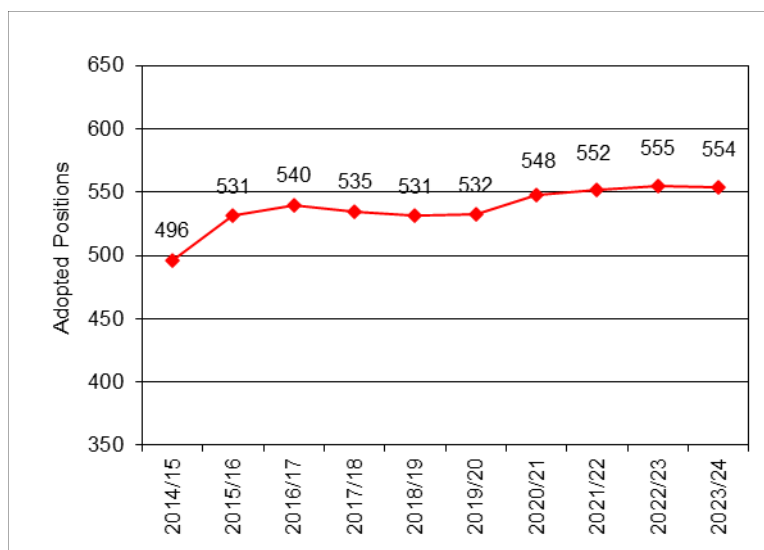
Changes in the position allocations since the adoption of the FY2022/23 Budget are provided below:

On March 7, 2023, as part of the Midyear Financial Report the following position changes were approved:

- Added 1.0 FTE Clerical Operations Manager to supervise Sheriff’s Records and Warrants and Civil Units.
- Deleted 1.0 FTE Sheriff’s Forensic & Records Services Manager.
- Added 1.0 FTE Health Services Administrator (TBD) to oversee inmate medical, mental health, and dental services.
- Deleted 1.0 FTE Health Services Program Manager.
- Extended 1.0 FTE Mental Health Specialist II, Limited-Term to June 30, 2025.
- Extended 1.0 FTE Custody Sergeant, Limited-Term to June 30, 2025.

There are no position allocation changes included in the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Changes to Title 15 for Adult Detention Facilities

Effective January 1, 2023, BSCC approved changes to the regulations governing the operations of local detention facilities went into effect. Among other various updates, the changes expanded the number of weekly hours from seven hours to ten hours

dedicated to “out of cell time” to include a minimum of three hours of exercise in a seven-day period. The concern is for inmates in restrictive areas who have been administratively separated due to gang affiliations or other issues. There is not enough time during the week to provide restricted inmates with the required “out of cell” hours and placing them together would lead to increased inmate-on-inmate and inmate-on-staff altercations. Counties were given additional time to comply, and the Sheriff’s Office has been working towards compliance. This change also requires updating the Sheriff’s Office’s written policies and procedures for an exercise and recreation program. The State is scheduled to conduct an onsite visit in May 2023 and the Sheriff’s Office will inform the Board of any findings.

**6550 – Fund 900-Sheriff/Coroner**  
**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
4110 CIVIL PROCESSING FEES	97,498	121,391	148,751	27,360	22.5%
4120 SHERIFF ASSET SEIZURE	9,183	350	25,556	25,206	7201.7%
2530 COUNTY COORDINATORS GRANT PROG	0	0	105,000	105,000	100.0%
2531 CA FIRE PREVENTION GRANTS	127,430	0	363,611	363,611	100.0%
2532 CA WILDFIRE MITIGATION GRANTS	1,159,039	0	750,017	750,017	0.0%
2533 HIGH FREQUENCY COMMS EQUIPMENT	0	0	14,522	14,522	0.0%
2535 EMERGENCY MGMT PERFORM GRANTS	314,547	174,718	194,950	20,232	11.6%
2536 FLOOD EMERGENCY RESPONSE GRANT	29,560	70,897	0	(70,897)	(100.0%)
2537 HAZARD MITIGATION GRANTS	13,354	0	0	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	112,266	207,573	76,759	(130,814)	(63.0%)
2539 HOMELAND SECURITY GRANTS	636,552	866,310	927,562	61,252	7.1%
3258 BOA TNG SAFTYENFRC EQUIP GRANT	0	0	39,643	39,643	100.0%
3259 SURREND A BAND VESSL EXCH GRANT	0	0	90,500	90,500	100.0%
4050 AUTOMATED IDENTIFICATION	487,204	507,256	506,760	(496)	(0.1%)
4052 VEHICLE THEFT INVES/RECOVERY	510,050	525,000	523,415	(1,585)	(0.3%)
2850 ANIMAL CARE SERVICES	3,471,442	3,846,387	4,068,273	221,886	5.8%
5460 IND BURIAL VETS CEM CARE	10,586	9,000	10,000	1,000	11.1%
<b>APPROPRIATIONS</b>					
4110 CIVIL PROCESSING FEES	153,642	109,199	108,455	(744)	(0.7%)
4120 SHERIFF ASSET SEIZURE	13,924	18,106	20,238	2,132	11.8%
2530 COUNTY COORDINATORS GRANT PROG	0	0	105,000	105,000	100.0%
2531 CA FIRE PREVENTION GRANTS	127,430	0	363,611	363,611	100.0%
2532 CA WILDFIRE MITIGATION GRANTS	0	0	765,017	765,017	0.0%
2533 HIGH FREQUENCY COMMS EQUIPMENT	0	0	14,522	14,522	0.0%
2535 EMERGENCY MGMT PERFORM GRANTS	314,547	174,718	194,950	20,232	11.6%
2536 FLOOD EMERGENCY RESPONSE GRANT	32,844	70,897	0	(70,897)	(100.0%)
2537 HAZARD MITIGATION GRANTS	21,202	0	0	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	112,266	207,573	76,759	(130,814)	(63.0%)
2539 HOMELAND SECURITY GRANTS	637,453	840,770	927,562	86,792	10.3%
3258 BOA TNG SAFTYENFRC EQUIP GRANT	0	0	39,643	39,643	100.0%
3259 SURREND A BAND VESSL EXCH GRANT	0	0	90,500	90,500	100.0%
4050 AUTOMATED IDENTIFICATION	388,055	503,018	433,920	(69,098)	(13.7%)
4052 VEHICLE THEFT INVES/RECOVERY	526,926	588,537	676,473	87,936	14.9%
2850 ANIMAL CARE SERVICES	4,112,020	5,054,855	5,601,713	546,858	10.8%
5460 IND BURIAL VETS CEM CARE	34,834	36,348	39,510	3,162	8.7%

**Summary of Other Administered Budgets**

**6550 – Fund 900-Sheriff/Coroner  
Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>NET CHANGE</b>					
4110 CIVIL PROCESSING FEES	56,144	(12,192)	(40,296)	(28,104)	230.5%
4120 SHERIFF ASSET SEIZURE	4,741	17,756	(5,318)	(23,074)	(130.0%)
2530 COUNTY COORDINATORS GRANT PROG	0	0	0	0	0.0%
2531 CA FIRE PREVENTION GRANTS	0	0	0	0	0.0%
2532 CA WILDFIRE MITIGATION GRANTS	(1,159,039)	0	15,000	15,000	100.0%
2533 HIGH FREQUENCY COMMS EQUIPMENT	0	0	0	0	0.0%
2535 EMERGENCY MGMT PERFORM GRANTS	0	0	0	0	0.0%
2536 FLOOD EMERGENCY RESPONSE GRANT	3,284	0	0	0	0.0%
2537 HAZARD MITIGATION GRANTS	7,848	0	0	0	0.0%
2538 URBAN AREAS SEC INITIATIVE	0	0	0	0	0.0%
2539 HOMELAND SECURITY GRANTS	901	(25,540)	0	25,540	(100.0%)
3258 BOATING SAFETY ENFRM EQUIP GRANT	0	0	0	0	0.0%
3259 SURRENDER ABAND VESSEL EXCH GRANT	0	0	0	0	0.0%
4050 AUTOMATED IDENTIFICATION	(99,149)	(4,238)	(72,840)	(68,602)	0.0%
4052 VEHICLE THEFT INVES/RECOVERY	16,876	63,537	153,058	89,521	140.9%
2850 ANIMAL CARE SERVICES	640,578	1,208,468	1,533,440	324,972	26.9%
5460 IND BURIAL VETS CEM CARE	24,248	27,348	29,510	2,162	7.9%

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

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

**FUNCTION AND RESPONSIBILITIES**

Under authority of Government Code (GC) §26720 et seq., the Sheriff collects certain fees related to services provided through the department’s Civil Bureau (i.e., service of process, etc.). The specific code sections cited below provide for portions of fees collected to be deposited into a special fund to be used for specified purposes.

Recommended Budget revenues are driven by GC §26731 (Portion of Civil Fees Collected) and GC §26746 (Debtor Processing Assessment Fee):

- GC §26731 – \$18 of any fee collected by the Sheriff’s Civil Division is deposited into a special fund. Ninety-five percent (95%) of revenue in this special fund supplements costs for the implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings necessary for the Sheriff’s Civil Division. The remaining five percent (5%) of revenue in the special fund supplements expenses of the Sheriff’s Civil Division in administering the funds.
- GC §26746 – A \$12 processing fee is assessed for certain specified disbursements. Monies collected and deposited pursuant to this section supplement the cost for civil process operations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$27,360 or 22.5% in revenues and a decrease of \$744 or 0.7% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenues is primarily due to an increase in Interest Income and Civil Assessments. The decrease in expenditures is related to a decrease in Other Financing Uses which includes an Operating Transfer-Out of \$108,455 to the Sheriff’s operating budget (Fund 900 - BU 6550) to offset costs within the Civil program.

No County General Fund dollars are included in this budget.

Fixed Assets

None.

See related Budget Unit 9117 – Fund 241 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

Revenue from GC §26731 is limited in how funds can be expended with ninety-five percent (95%) restricted for the implementation, maintenance, and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings. These funds are not available for operations. The Recommended Budget includes \$66,101 of restricted funds in Operating Transfers-Out.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	56,094	67,435	93,280	25,845	38.3%
REVENUE FROM USE OF MONEY/PROP	3,781	6,523	17,781	11,258	172.6%
CHARGES FOR SERVICES	37,622	47,433	37,690	(9,743)	(20.5%)
<b>TOTAL REVENUES</b>	<b>97,498</b>	<b>121,391</b>	<b>148,751</b>	<b>27,360</b>	<b>22.5%</b>
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	153,642	109,199	108,455	(744)	(0.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>153,642</b>	<b>109,199</b>	<b>108,455</b>	<b>(744)</b>	<b>(0.7%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>56,144</b>	<b>(12,192)</b>	<b>(40,296)</b>	<b>(28,104)</b>	<b>230.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

GC §26731 restricts 95% of funds for implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems for the Sheriff's Civil Division and only 5% can be used for operations. It would be advantageous for Solano County to pursue a legislative change to modify these percentages.

Thomas A. Ferrara, Sheriff/Coroner  
Public Protection

**FUNCTION AND RESPONSIBILITIES**

The Sheriff’s Office, in its role as a law enforcement agency, arrests and assists other local law enforcement agencies with the arrests of suspected drug dealers. Personal property associated with illegal drug activity is often seized by the arresting agencies, declared “forfeited” by a court order, and then sold. The Sheriff’s Office’s portion of any applicable sale proceeds is deposited in a special revenue fund and expended to support programs in the Sheriff’s operating budget for the investigation, detection, and prosecution of criminal activities, and to combat drug abuse and gang activity.

Health and Safety Code §11489 authorizes the distribution of net sale proceeds from the sale of forfeited property seized from illegal drug activity. Sixty-five percent of the net sale proceeds are distributed to the agencies that participated in the seizure, on a proportionate contribution basis, with 15% of the 65% distributed into a special fund administered by the County District Attorney for the sole purpose of funding programs designed to combat drug abuse and divert gang activity, and shall, wherever possible, involve educators, parents, community-based organizations, local businesses, and uniformed law enforcement officers. Further distributions include 24% to the State of California General Fund, and 10% to the County District Attorney for reimbursement of the costs of publication and agreed upon deposition costs. The remaining 1% is distributed to the State Asset Forfeiture Distribution Fund.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$25,206 in revenues and an increase of \$2,132 or 11.8% in appropriations when compared to the FY2022/23 Adopted Budget, resulting in an increase in Fund Balance of \$5,318. Charges for Services represents an increase in Countywide Administrative Overhead Revenue. The increase in appropriations is due to an increase in Operating Transfers-Out totaling \$20,238 to the Sheriff’s operating budget (Fund 900 – BU 6550) to support the Narcotics Canine Program.

No County General Fund dollars are included in this budget.

Fixed Assets

None.

See related Budget Unit 9118 – Fund 253 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

The U.S. Department of Justice budgetary guidelines state that revenues should not be budgeted before they are 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	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	8,662	0	0	0	0.0%
REVENUE FROM USE OF MONEY/PROP	521	350	2,807	2,457	702.0%
CHARGES FOR SERVICES	0	0	22,749	22,749	100.0%
<b>TOTAL REVENUES</b>	<b>9,183</b>	<b>350</b>	<b>25,556</b>	<b>25,206</b>	<b>7201.7%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	93	(352)	0	352	(100.0%)
OTHER FINANCING USES	13,831	18,458	20,238	1,780	9.6%
<b>TOTAL APPROPRIATIONS</b>	<b>13,924</b>	<b>18,106</b>	<b>20,238</b>	<b>2,132</b>	<b>11.8%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>4,741</b>	<b>17,756</b>	<b>(5,318)</b>	<b>(23,074)</b>	<b>(130.0%)</b>



**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**2530– Fund 256- County Coordinators Grant Prog      Summary of Other Administered Budgets**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

**FUNCTION AND RESPONSIBILITIES`**

The County Coordinator Grant budget is used to track grant dollars received from the California Fire Safe Council that supports wildfire protection and prevention related efforts. The Solano County Office of Emergency Services (OES), together with the Solano County Department of Resource Management and the County Administrator’s Office, coordinates countywide efforts to protect life and property from wildfires and establish prevention practices. The collective grant funds received are administered by the County Administrator’s Office and OES and are expended in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$105,000 in revenues and appropriations when compared to the FY2022/23 Adopted Budget. The increase is the result of the addition of the County Coordinators Grant approved by the Board on December 14, 2021.

The appropriations support the remaining 2021 County Coordinator Grant Program funded projects include:

- \$103,000 for contracted services for a County Coordinator to support fire protection and prevention related efforts.
- \$2,000 for duplicating services of project materials for distribution.

Contracts

The FY2023/24 Recommended Budget includes \$103,000 in contracted services for a County Coordinator to support fire protection and prevention related efforts.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The County Coordinators Grant Program grant period ends December 31, 2023.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	0	0	105,000	105,000	100.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>105,000</b>	<b>105,000</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	105,000	105,000	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>105,000</b>	<b>105,000</b>	<b>100.0%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The County’s formation of the Solano Fire Safe Council through a California Fire Safe Council grant has allowed Solano County to hire a Wildfire Prevention Coordinator and make strategic investments in wildfire safety. Recent efforts have culminated in the application of a \$4.75 million Cal Fire grant that will help with implementation of wildfire risk reduction, community outreach and education. This work also includes the 2023 Community Wildfire Protection Plan (CWPP). A CWPP is a plan designed to identify

and mitigate wildfire hazards to communities and infrastructure located in the wildland-urban interface. The CWPP makes recommendations for hazardous fuels reduction, public outreach and education, structural ignitability reduction, and fire response capacity. In early 2023, the County also rolled out its Ag Pass program, which allows farmers and ranchers (upon successful completion of a mandatory training program) to access their crops and livestock in the wake of a disaster such as a wildfire.

Thomas A. Ferrara, Sheriff/Coroner  
Public Protection

**FUNCTION AND RESPONSIBILITIES**

The California Fire Prevention Grant budget is used to track grant dollars received from the California Department of Forestry and Fire Protection that supports County activities to address the risk of wildfire, reduce wildfire potential, and increase community resiliency. The Solano County Office of Emergency Services (OES) coordinates countywide efforts to update fire prevention planning, improve fire prevention education, and hazardous fuels reduction. The collective grant funds received are administered by OES and expended in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$363,611 in revenues and appropriations when compared to the FY2022/23 Adopted Budget. The increase is the result of the addition of the 2021 Fire Prevention Grant approved by the Board on December 14, 2021.

The appropriations support the 2021 CalFire Fire Prevention Grant Program funded projects which include:

- \$143,876 for Solano Resource Conservation District to assist with establishing and supporting a Solano County Fire Safe Council and local Fire Safe Councils.
- \$138,907 for an evacuation plan software subscription. This software communicates evacuation orders, traffic conditions, and provides updates to the community regarding fires, earthquakes, and flash floods.
- \$80,828 for the development of a Community Wildfire Protection Plan.

Contracts

The FY2023/24 Recommended Budget includes \$224,704 in contracted services, which includes the following contracts:

- \$143,876 to establish and support Fire Safe Councils.
- \$80,828 to complete the development and implementation of a Community Wildfire Protection Plan.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The 2021 CalFire Fire Prevention Grant Program grant period ends March 15, 2025.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	127,430	0	363,611	363,611	100.0%
<b>TOTAL REVENUES</b>	<b>127,430</b>	<b>0</b>	<b>363,611</b>	<b>363,611</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	127,430	0	219,735	219,735	100.0%
OTHER CHARGES	0	0	143,876	143,876	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>127,430</b>	<b>0</b>	<b>363,611</b>	<b>363,611</b>	<b>100.0%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

Thomas A. Ferrara, Sheriff/Coroner  
Public Protection

**FUNCTION AND RESPONSIBILITIES**

The California Wildfire Mitigation budget is used to track legislative earmark dollars secured by California State Senator Dodd to improve countywide fire prevention and suppression efforts. The Solano County Office of Emergency Services (OES) together with the Solano County Department of Resource Management and the County Administrator’s Office, coordinates countywide efforts related to fuels reduction, alert warning systems, fire preparedness, and public engagement and education. The collective earmark funds received are jointly administered by the County Administrator’s Office and OES and expended in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$750,017 in revenues and an increase of \$765,017 in appropriations when compared to the FY2022/23 Adopted Budget, resulting in a decrease to fund balance of \$15,000. The increases are the result of the addition of the California Wildfire Mitigation earmark approved by the Board on August 24, 2021.

The appropriations support the remaining California Wildfire Mitigation legislative earmark funded projects which include:

- \$755,017 for contracted fuels reduction services.
- \$10,000 for road signage for emergency response and evacuations.

Contracts

The FY2023/24 Recommended Budget includes \$755,017 for contracted fuels reduction services.

Fixed Assets

None.

See related Budget Unit 9256 – Fund 256 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

Earmark funds were received in advance and are projected to earn \$15,000 in interest income for FY2022/23, which will offset costs in FY2023/24.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	0	0	5,000	5,000	100.0%
INTERGOVERNMENTAL REV STATE	1,159,039	0	745,017	745,017	100.0%
<b>TOTAL REVENUES</b>	<b>1,159,039</b>	<b>0</b>	<b>750,017</b>	<b>750,017</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	765,017	765,017	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>765,017</b>	<b>765,017</b>	<b>100.0%</b>
<b>NET COUNTY COST</b>	<b>(1,159,039)</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>	<b>100.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

The High-Frequency Communications Equipment Program (HFCEP) Grant budget is used to track grant dollars received from the California Office of Emergency Services that supports procurement of high frequency communications equipment, installation of and training to use the equipment. The Solano County Office of Emergency Services (OES) coordinates countywide emergency response efforts and applied for HFCEP Grant program funds. The collective grant funds received are administered by OES and expended in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$14,522 in revenues and appropriations when compared to the FY2022/23 Adopted Budget. The increase is the result of the addition of the HFCEP grant approved by the Board on February 1, 2022.

The appropriations support the remaining HFCEP funded project which includes:

- \$14,522 for two high-frequency portable radio base stations.

Fixed Assets

The FY2023/24 Recommended Budget includes \$14,522 to purchase two high-frequency portable radio base stations.

**DEPARTMENT COMMENTS**

The 2021 High Frequency Communications Equipment grant period ends October 31, 2023.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	0	0	14,522	14,522	100.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>14,522</b>	<b>14,522</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
F/A EQUIPMENT	0	0	14,522	14,522	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>14,522</b>	<b>14,522</b>	<b>100.0%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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 (OES) coordinates countywide efforts to improve preparedness, mitigation, response, and recovery efforts of all hazards. OES participates with other members of the Solano County Operational Approval Authority, consisting of representatives from local fire, health, and law enforcement agencies (i.e., city fire departments, fire districts, city police departments, and County Health & Social Services) to apply for federal EMPG program funds. The collective grant funds received are administered by OES and used in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$20,232 or 11.6% in revenues and appropriations when compared to the FY2022/23 Adopted Budget. The net increases in revenue and appropriations are due to the expected completion of the 2021 EMPG grant and the result of the carryforward balances from the 2022 EMPG grant.

The appropriations support the remaining 2022 EMPG funded projects which include:

- \$102,602 for annual subscription for the mass alert and warning software supporting Alert Solano.
- \$55,000 for office furniture and cubicles for the Emergency Operations Center (EOC).
- \$14,250 for advertising the need for emergency preparedness as required by CalOES.
- \$7,715 to support Management and Administrative costs to administer the accounting and fiscal activities of the grant.
- \$3,750 for two laptop computers and accessories.
- \$1,633 for office supplies to support the EOC.

Fixed Assets

The FY2023/24 Recommended Budget includes \$10,000 to purchase a Mobile Display Unit for MC-1.

**DEPARTMENT COMMENTS**

The 2022 EMPG grant period ends June 30, 2024. The 2023 EMPG grant is expected to be awarded around October 2023, 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	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	314,547	174,718	0	(174,718)	(100.0%)
INTERGOVERNMENTAL REV FEDERAL	0	0	194,950	194,950	100.0%
<b>TOTAL REVENUES</b>	<b>314,547</b>	<b>174,718</b>	<b>194,950</b>	<b>20,232</b>	<b>11.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	38,262	12,655	0	(12,655)	(100.0%)
SERVICES AND SUPPLIES	276,285	117,063	177,235	60,172	51.4%
OTHER CHARGES	0	0	7,715	7,715	100.0%
F/A EQUIPMENT	0	45,000	10,000	(35,000)	(77.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>314,547</b>	<b>174,718</b>	<b>194,950</b>	<b>20,232</b>	<b>11.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budgets 2536 – Fund 256-Flood Emergency Response Grants**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

**FUNCTION AND RESPONSIBILITIES**

The Flood Emergency Response Grant budget is used to track grant dollars received from the State Department of Water Resources that supports County activities to improve local flood emergency response and contribute to increased public safety. The Solano County Office of Emergency Services (OES) coordinates countywide efforts to enhance catastrophic incident planning, preparedness, response, and recovery, and strengthen public safety communication capabilities. OES participates with other members of the Solano County Operational Area Working Group, consisting of representatives from local fire, health, and law enforcement agencies (i.e., city fire departments, fire districts, city police departments, and County Health & Social Services) to apply for Flood Emergency Response Grant program funds. The collective grant funds received are administered by OES and expended in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$70,897 in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. The decreases in revenue and appropriations are the result of expected completion of the 2017 Emergency Flood Response – Delta Round 2 grant. The Recommended Budget represents no revenues and no appropriations for FY2023/24.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The 2017 Emergency Flood Response – Delta Round 2 grant period ends June 30, 2023.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	29,560	70,897	0	(70,897)	(100.0%)
<b>TOTAL REVENUES</b>	<b>29,560</b>	<b>70,897</b>	<b>0</b>	<b>(70,897)</b>	<b>(100.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	32,844	5,576	0	(5,576)	(100.0%)
OTHER CHARGES	0	65,321	0	(65,321)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>32,844</b>	<b>70,897</b>	<b>0</b>	<b>(70,897)</b>	<b>(100.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>3,284</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

Thomas A. Ferrara, Sheriff/Coroner  
Public Protection

**FUNCTION AND RESPONSIBILITIES**

The Hazard Mitigation Grant (HMG) budget is used to track grant dollars received from the U.S. Federal Emergency Management Agency (FEMA) via the California Governor’s Office of Emergency Services that supports countywide hazard mitigation planning activities. The Solano County Office of Emergency Services (OES) coordinates countywide efforts to identify hazards, determine likely impacts, set mitigation goals, and determine and prioritize appropriate mitigation strategies. These efforts culminate in a local hazard mitigation plan to serve as a blueprint for hazard mitigation planning to better protect the people and property of the Solano Operational Area from the effects of future natural hazard events such as wildfires, flooding, earthquakes, landslides, severe weather storms, and drought. The Office of Emergency Services participates with other members of the Solano County Operational Area, consisting of representatives from the cities and special districts within the County boundaries, and neighboring counties. The collective grant funds received are administered by OES and expended in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. The Recommended Budget represents no revenues and no appropriations for FY2023/24 as the grant period ended June 20, 2022.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The 2020 Hazard Mitigation grant period ended June 20, 2022.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	13,354	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>13,354</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	21,202	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>21,202</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>NET COUNTY COST</b>	<b>7,847</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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 \$130,814 or 63.0% in both revenue and appropriations when compared to the FY2022/23 Adopted Budget. The net decrease in revenue and expenditures are due to the expected completion of the 2021 UASI grant award and the result of the carryforward balance from the 2022 UASI grant awarded in FY2022/23.

The appropriations support the 2022 UASI funded projects which include:

- \$15,850 to purchase one Radionuclide Identification Device for the joint-agency HazMat Team serving the Solano Operational Area.
- \$60,909 to purchase portable radios.

Fixed Assets

The FY2023/24 Recommended Budget includes \$60,909 to purchase fifteen portable radios to support the Interoperability Communications Project.

**DEPARTMENT COMMENTS**

The 2022 UASI grant period ends December 31, 2023. The 2023 UASI grant is expected to be awarded to the Bay Area UASI group in October 2023, and if sub-awarded, 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 sub-grant award.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	112,266	207,573	0	(207,573)	(100.0%)
INTERGOVERNMENTAL REV FEDERAL	0	0	76,759	76,759	100.0%
<b>TOTAL REVENUES</b>	<b>112,266</b>	<b>207,573</b>	<b>76,759</b>	<b>(130,814)</b>	<b>(63.0%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	0	0	15,850	15,850	100.0%
F/A EQUIPMENT	112,266	207,573	60,909	(146,664)	(70.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>112,266</b>	<b>207,573</b>	<b>76,759</b>	<b>(130,814)</b>	<b>(63.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

There are not 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 an increase of \$61,252 or 7.1% in revenues and an increase of \$86,792 or 10.3% in appropriations when compared to the FY2022/23 Adopted Budget. The net increases in revenues and expenditures are the result of the carryforward balances from the 2021 and 2022 HSGs awarded in FY2021/22 and FY2022/23, respectively.

The appropriations support the remaining 2021 and 2022 HSG-funded projects which include:

- \$78,742 to purchase an infrared analyzer for HazMat Team.
- \$76,194 to fund a part-time employee over two years to conduct domestic violent extremism awareness public outreach.
- \$54,329 to purchase an urban search and rescue team equipment trailer for the Fairfield Fire Department.
- \$50,638 to conduct a multi-jurisdictional operational area full scale multi-casualty exercise.
- \$50,000 for joint-agency Hazardous Materials Team training.
- \$45,187 to purchase an urban search and rescue off-road vehicle and trailer for Fairfield Fire Department.
- \$44,768 for equipment rentals/leases for automated license plate reader camera systems.
- \$43,260 for subscription encryption software to improve cyber security.
- \$37,412 to support management and administration costs to administer the accounting and fiscal activities of the grant.
- \$36,500 for urban search and rescue training for the Fairfield Fire Department.
- \$26,550 to purchase urban search and rescue shoring equipment for the Fairfield Fire Department.
- \$25,494 to purchase personal protective equipment for the joint-agency Mobile Field Force Team.
- \$24,016 to purchase 25 full-face respirators for the Sheriff’s Office.
- \$5,154 to purchase a gas detector kit and an air hammer rescue kit for Vallejo Fire Department’s Urban Search and Rescue Unit.

Contracts

The FY2023/24 Recommended Budget includes \$10,638 for a consultant to manage the multi-jurisdictional operational area full scale multi-casualty exercise/training.

Fixed Assets

The FY2023/24 Recommended Budget includes \$329,318 in fixed assets, which includes the following:

- \$97,765 for the purchase of an additional Dispatch Center console to manage system patches.
- \$46,325 to purchase an underwater remote-operated vehicle for the Sheriff’s OES Dive Team.
- \$45,187 to purchase an off-road vehicle and equipment trailer.
- \$43,698 to purchase five network switches and expansion modules.

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- \$38,639 to upgrade OES’ portable camera system (Agile Mesh).
- \$34,674 to purchase an unmanned ground vehicle for the Sheriff’s Crisis Negotiation Team.
- \$12,843 to purchase two portable multi-band radios and accessories.
- \$10,187 to purchase a generator load tester for OES.

No County General Fund dollars are included in this budget.

**DEPARTMENT COMMENTS**

The 2021 HSG grant period ends May 31, 2024, and the 2022 HSG grant period ends May 31, 2025. The 2023 HSG grant is expected to be awarded around October 2023, 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.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	636,552	866,310	0	(866,310)	(100.0%)
INTERGOVERNMENTAL REV FEDERAL	0	0	927,562	927,562	100.0%
<b>TOTAL REVENUES</b>	<b>636,552</b>	<b>866,310</b>	<b>927,562</b>	<b>61,252</b>	<b>7.1%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	7,258	86,365	0	(86,365)	(100.0%)
SERVICES AND SUPPLIES	20,458	74,023	122,682	48,659	65.7%
OTHER CHARGES	303,005	345,855	475,562	129,707	37.5%
F/A EQUIPMENT	306,732	334,527	329,318	(5,209)	(1.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>637,453</b>	<b>840,770</b>	<b>927,562</b>	<b>86,792</b>	<b>10.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>901</b>	<b>(25,540)</b>	<b>0</b>	<b>25,540</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes:

- \$426,742 in grant revenue and appropriations due to re-budget of the 2021 HSG projects.
- \$500,820 in grant revenue and appropriations due to re-budget of the 2022 HSG 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.



**Summary of Other Administered Budgets      3258 – Fund 325- Boating Safety Equipment Grant**  
**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection**

**FUNCTION AND RESPONSIBILITIES**

The Boating Safety Enforcement and Equipment (BSEE) Grant budget is used to track grant dollars received from the U.S. Coast Guard via the California Department of Parks and Recreation that supports procurement of boating equipment used for safety. The Solano County Sheriff’s Office provides public safety and resources to recreational boaters and commercial vessels operating on the 150 miles of navigable waterways of Solano County. The Sheriff’s Marine Patrol applies for federal BSEE Grant program funds. The collective grant funds received are administered by the Sheriff’s Marine Patrol and used in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$39,643 in both revenue and appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenue and expenditures is the result of the addition of the 2022 BSEE grant approved by the Board on October 25, 2022.

Fixed Assets

The FY2023/24 Recommended Budget includes \$39,643 to purchase one Forward-Looking Infrared (FLIR) thermal imaging camera system.

**DEPARTMENT COMMENTS**

The 2022 BSEE grant period ends March 31, 2024.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	0	0	39,643	39,643	100.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>39,643</b>	<b>39,643</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
F/A EQUIPMENT	0	0	39,643	39,643	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>39,643</b>	<b>39,643</b>	<b>100.0%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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Public Protection**

**FUNCTION AND RESPONSIBILITIES**

The Surrendered Abandoned Vessel Exchange (SAVE) Grant budget is used to track grant dollars received from the California Department of Parks and Recreation that combines the Abandoned Watercraft Abatement Fund (AWAF) program and the Vessel Turn-In Program (VTIP) described below. The Sheriff’s Marine Patrol applies for State SAVE Grant program funds. The collective grant funds received are administered by the Sheriff’s Marine Patrol and used in accordance with an agreed upon expenditure plan.

- In October 1997, Senate Bill 172 created the AWAF which provides funds to public agencies to remove, store and dispose of abandoned, wrecked, or dismantled vessels or any other partially submerged objects which pose a substantial hazard to navigation in navigable waterways, adjacent public property, or private property with the owner’s consent.
- In January 2010, Assembly Bill 166 (Chapter 416, Statutes 2009) established VTIP to prevent abandoned vessels by providing an easy and free alternative for boat owners to surrender their unwanted vessels.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$90,500 in both revenue and appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenue and expenditures is the result of the addition of the SAVE grant approved by the Board on October 25, 2022.

The appropriations support the 2022 SAVE grant funded projects which include:

- \$80,500 to remove and destroy vessels abandoned in Solano County waterways.
- \$10,000 to tow owner-surrendered vessels delivered or picked up by the Sheriff’s Office to a local landfill for disposal and destruction.

Contracts

The FY2023/24 Recommended Budget includes \$80,500 for contracted vessel and/or partially submerged hazard removal and disposal services.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The 2022 SAVE grant period ends September 30, 2024. The SAVE Grant Program requires a ten percent (10%) cash or in-kind match. The Sheriff’s Marine Patrol will be tasked with performing additional duties and activities related to this grant and anticipates using existing appropriations from staff salaries to meet the match obligation.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	0	0	90,500	90,500	100.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>90,500</b>	<b>90,500</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	90,500	90,500	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>90,500</b>	<b>90,500</b>	<b>100.0%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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 as designated by statute.

- Automated Fingerprint Fees. Under the authority of Government Code §76102 and California Vehicle Code §9250.19(f), the County Automated Fingerprint Identification Fund is intended to assist the County in the implementation of an Automated Fingerprint Identification System (AFIS), including the purchase, lease, operation, maintenance, or replacement of automated fingerprint equipment. The source of revenue is assessments on criminal and traffic fines collected by the Court, and a fee of \$1 tied to the State vehicle registration fee. Expenditures are approved by a seven-member Remote Access Network (RAN) Board as required by the California Penal Code.
- Cal-ID Auto Fees Fingerprint. The California Identification System (Cal-ID), as described in Penal Code §11112.2, is the automated system maintained by the State Department of Justice for retaining fingerprint files and identifying latent fingerprints. This special revenue funds the conduct of automated fingerprint searches and fingerprint identification services for Solano County and the surrounding allied law enforcement agencies.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$496 or 0.1% in revenue and a decrease of \$69,098 or 13.7% in appropriations when compared to the FY2022/23 Adopted Budget, resulting in an increase in Fund Balance of \$72,840. The decrease in revenues reflect a decline in the projected number of vehicles to be registered in the county, offset by an increase in court fines and Interest Income. Appropriations of \$433,920 includes Operating Transfers-Out of \$422,622 to the Sheriff’s Cal-ID program budget (Fund 900 – BU 6550) to offset operating costs. The Operating Transfers-Out reflect a decrease of \$70,237 or 14.3% related to a reduction in equipment costs. Other Charges reflect Countywide Administrative Overhead Costs. No County General Fund dollars are included in this budget.

Fixed Assets

None.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

None.

**Summary of Other Administered Budgets**

**4050 – Fund 326-Automated Identification**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	485,659	505,445	501,788	(3,657)	(0.7%)
REVENUE FROM USE OF MONEY/PROP	<u>1,545</u>	<u>1,811</u>	<u>4,972</u>	<u>3,161</u>	<u>174.5%</u>
<b>TOTAL REVENUES</b>	<b>487,204</b>	<b>507,256</b>	<b>506,760</b>	<b>(496)</b>	<b>(0.1%)</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	16,026	10,159	11,298	1,139	11.2%
OTHER FINANCING USES	<u>372,029</u>	<u>492,859</u>	<u>422,622</u>	<u>(70,237)</u>	<u>(14.3%)</u>
<b>TOTAL APPROPRIATIONS</b>	<b>388,055</b>	<b>503,018</b>	<b>433,920</b>	<b>(69,098)</b>	<b>(13.7%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(99,149)</b>	<b>(4,238)</b>	<b>(72,840)</b>	<b>(68,602)</b>	<b>1618.7%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

The Vehicle Theft Investigation and Recovery budget was established to enable accounting for receipt of special revenues accruing from add-on vehicle registration fees approved by the Board of Supervisors and levied by the California Department of Motor Vehicles in accordance with State statutes that have restricted uses. Under the authority of Government Code §76102 and California Vehicle Code §9250.14, funds are accrued from a \$2 State vehicle registration fee assessment for the enhancement of programs to investigate and prosecute vehicle theft crimes. The Auto Theft Task Force is a proactive investigative unit consisting of undercover detectives from the Sheriff's Office and the California Highway Patrol. Detectives devote their full efforts to combat and reduce auto thefts. To achieve its goal of reducing vehicle theft in Solano County, the task force conducts surveillance in high theft areas, seeks out possible "chop-shop" operations, and conducts probation and parole searches on persons previously convicted of vehicle theft.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Accomplishments:

In 2022, the task force recovered 208 stolen vehicles valued at \$2,798,446 and made 37 vehicle theft arrests during the course of their investigations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,585 or 0.3% in revenues and an increase of \$87,936 or 14.9% in appropriations when compared to the FY2022/23 Adopted Budget, resulting in a decrease to Fund Balance of \$153,058. The increase in expenditures is primarily due to Salaries and Employee Benefits that reflect an increase of \$43,730 or 10.5% primarily attributed to negotiated and approved labor contract, CalPERS retirement costs, and changes in health benefit costs. Additionally, a \$43,028 increase in Service and Supplies is primarily due to increases in County Garage Service and Central Data Processing costs. No County General Fund dollars are included in this budget.

Contracts

Contract services include \$36,000 in Contributions to Other Agencies for vehicle theft investigation and recovery assistance provided by the California Highway Patrol.

Fixed Assets

None.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

The Sheriff's Office and the District Attorney's Office share the add-on vehicle registration fee revenue based on a formula approved by the Board.

**Summary of Other Administered Budgets**

**4052 – Fund 326-Vehicle Theft Inves/Recovery**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	508,510	525,000	522,307	(2,693)	(0.5%)
REVENUE FROM USE OF MONEY/PROP	0	0	1,108	1,108	0.0%
MISC REVENUE	1,540	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>510,050</b>	<b>525,000</b>	<b>523,415</b>	<b>(1,585)</b>	<b>(0.3%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	367,376	417,156	460,886	43,730	10.5%
SERVICES AND SUPPLIES	117,461	128,238	171,266	43,028	33.6%
OTHER CHARGES	36,000	36,000	36,000	0	0.0%
OTHER FINANCING USES	6,090	7,143	8,321	1,178	16.5%
<b>TOTAL APPROPRIATIONS</b>	<b>526,926</b>	<b>588,537</b>	<b>676,473</b>	<b>87,936</b>	<b>14.9%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>16,876</b>	<b>63,537</b>	<b>153,058</b>	<b>89,521</b>	<b>140.9%</b>

<b>STAFFING</b>					
VEHICLE THEFT INVES/RECOVERY	2	2	2	0	0.0%
<b>TOTAL STAFFING</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Fund balance carryover is expected to be fully expended in FY2023/24. The Sheriff's Office will review the goals and effectiveness of the program and look for ways to reduce future program costs.

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**DEPARTMENTAL PURPOSE**

Animal Care Services is organized into two distinct functions: Animal Care and Animal Control. The Animal Care Division provides countywide shelter services, which includes the seven cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo. The Animal Control Division provides services for the unincorporated areas of the County and for the City of Vallejo through a service contract.

**FUNCTION AND RESPONSIBILITIES**

Animal Care

Under the authority of Chapter 4 of the Solano County Ordinances and Memorandum of Understanding (MOU) with the seven cities, Animal Care is responsible for providing animal care services through the following activities: care, shelter, and placement of stray and/or abandoned animals; spay and neutering of adoptable animals; and countywide dog licensing. In addition, Animal Care provides the public with low-cost spay/neuter and low-cost vaccination services.

Animal Control

Animal Control is responsible for providing animal control services and promoting responsible animal ownership through education and enforcement to the City of Vallejo and the unincorporated areas through patrols in areas of jurisdiction, enforcement of animal codes and regulations, and investigation of charges of animal abuse. Animal Control administers the countywide rabies control program that is legally mandated by the California Code of Regulations (CCR), Title 17 (Public Health), and CCR §2606 (Rabies, Animal) and associated State regulations.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- *Staffing:* Retention of experienced office staff remains a constant challenge as most County office staff work Monday through Friday 8:00 a.m. to 5:00 p.m.; however, for public convenience, Animal Care office staff work Tuesday through Saturday 9:30 a.m. to 6:30 p.m. Poor retention is often attributed to the difference in work schedules. When there is a vacancy, the Sheriff's Office adjusts the Animal Care clinic hours, remaining open for selected days and times. This closure impacts the revenue streams for vaccinations and spay/neuter surgeries and reduces services to the community for low-cost spay and neuter procedures. Additionally, retention and hiring of experienced Registered Veterinary Technicians (RVT's) has been an ongoing challenge. Per the Business and Professions Code, only a licensed Veterinarian or RVT can induce anesthesia; therefore, maintaining or increasing spay-neuter surgeries is hindered when there are RVT vacancies.
- *Volunteer Program:* Eighty to one hundred volunteers are needed to help with adoption events, outreach opportunities, fundraising, animal transports, office assistance, clinic support, shelter upkeep, and with providing enrichment to the animals. Animal Care has 34 volunteers, ten of which are active volunteers. The Animal Care Outreach and Volunteer Coordinator has broad responsibilities that not only include fundraising, public relations, coordinating a variety of community outreach activities and events, but also recruiting, managing, and maintaining the Animal Care Volunteer and Foster Program. These vast duties limit the time available for increasing and strengthening the volunteer program. The Sheriff's Office continues to search for dedicated volunteers to assist Animal Care Services.
- *Public Spay-Neuter Services:* Animal Care has a contract with two part-time Veterinarians. The workload for these part time employees includes balancing public spay-neuter surgeries, shelter surgeries, and the medical program. In 2022 there were 1,750 shelter surgeries and 1,000 public surgeries completed. This is in addition to examining sick or injured animals, examining animals before being placed up for adoption and examining the 711 animals that were sent to foster. Animal Care Services is recruiting for an additional part-time Veterinarian to help keep up with the spay-neuter demand and community requests to provide low-cost spay and neuter services.

Accomplishments:

The Shelter live release rate continues to increase from 39% in 2011 to 77% in 2022.

- *Life Saving Measures:* Animal Care has implemented a number of services and programs that have drastically reduced the euthanasia rate in the County. These efforts include the community cat program and the dedication and passion of the Animal Care Services Team to promote adoptions and live releases of all the animals entrusted in their care. This dedication has



led to strengthened partnerships with rescue organizations and increased opportunities to transfer animals to other shelters to fill adoption demand opportunities elsewhere by partnering with other California counties, as well as shelters in other states and Canada. As a result, the number of animals euthanized has dramatically declined from 6,013 in 2011 to 992 in 2022, an 83.5% reduction.

- *Community Cat Program:* Community cats are free-roaming, unowned cats that live outdoors and in our neighborhoods. Community members often care for these cats hence the name “community cats.” A community cat program, or a trap-neuter-vaccinate-return (TNVR), program is the most humane and effective way to reduce the cat population while saving cats lives, increasing public health benefits, and minimizing nuisance cat behaviors like spraying, fighting, and yowling. Animal Care does not believe in euthanizing healthy cats for behavior reasons and the community cat program has increased our Live Release Rate in cats exponentially every year since the pilot program began.
- *Community Outreach & Education:* Animal Care believes in working side by side with the community to provide education and resources. There are numerous offsite adoption events throughout the year that aids in helping pets find new homes and educating the public on Animal Care processes and lifesaving programs. The Sheriff’s Office recognizes the need for compassionate response to homelessness. We have a team of dedicated employees from Animal Care and Control who are overseen by a Deputy, who engage and provide pet food, vaccines, microchips, and spay-neuter services to improve the quality of life for the pets and people who are unhoused. This homeless Outreach Team also collaborates with other agencies in the county to provide services for the humans.
- *Dog Training:* Animal Care has been able to contract with a dog behaviorist to try and increase lifesaving in our large dogs. There has been an increase of large dogs being surrendered for “behavioral issues” and the trainer has been looking at ways to address these behaviors by implementing an enrichment program and trying to keep the dogs mentally sound. Training shelter dogs can potentially increase their adoptability by teaching them behaviors that make them more desirable to potential adopters. The trainer also provides animal behavior training to the staff and the volunteers.

**WORKLOAD INDICATORS**

<b>Animal Shelter Services</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Number of animals received for processing	7,584	7,516	4,846	4,539	5,468
Number of animals adopted	1,524	1,743	820	1,060	999
Number of animals returned to their owner	851	954	942	520	685
Number of animals rescued by nonprofits	1,124	1,071	704	787	980
Number of animals transferred to other shelters	1,102	1,298	957	505	732
Number of public clinic vaccinations	2,662	1,222	31	387	354

<b>Animal Control Services</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Number of call outs for animal bites	896	919	810	692	739
Number of animals quarantined	681	632	771	574	600
Number of animal abuse investigations conducted	46	40	39	43	42

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$221,886 or 5.8% in revenues and an increase of \$546,858 or 10.8% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost increased by \$324,972 or 26.9%. The increase is largely attributed to an increase in Salaries and Employee Benefits resulting from negotiated and approved labor contracts, increases in contract veterinarian costs, Countywide Administrative Overhead costs, and Intergovernmental Revenues as there is a year delay in cost-recovery from cities.

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Primary Funding Sources

The primary funding sources are Charges for Services and Intergovernmental Revenues which represent \$3,896,124 or 95.8% of total revenues. Intergovernmental Revenues of \$2,765,848 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 \$1,130,276 include City of Vallejo payments totaling \$738,792 (18.2% 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 \$371,604 (9.1% of total revenues).

Animal Care

The Recommended Budget for Animal Care is \$3,281,396 in revenues and \$4,546,845 in appropriations. This represents an increase of \$148,484 or 4.7% in revenues and an increase of \$507,252 or 12.6% in appropriations when compared to the FY2022/23 Adopted Budget. The revenue increase is primarily due to an increase in Intergovernmental Revenues related to a higher share-of-cost due from city partners. The annual payment is proportional and based on intake from the cities in the previous fiscal year. As city payments are billed a year in arrears, payments are anticipated to increase next fiscal year. It is anticipated that city payments will continue to support shelter operations.

The increase in expenditures is primarily due to an increase in Salaries and Employee Benefits due to negotiated and approved labor contract wage increases, changes in health benefit costs, and the increased cost for contract veterinarians to provide shelter and public services in FY2023/24. Also included is \$50,000 for a Spay/Neuter and/or Trap-Neuter-Return (TNR) Project.

The Animal Care Recommended Budget funds 24.0 FTE positions, including 1.0 FTE Animal Control Officer providing rabies services under the Animal Care MOU with the cities.

Animal Control

The Recommended Budget for Animal Control is \$786,877 in revenues and \$1,054,868 in appropriations. This represents an increase of \$73,402 or 10.3% in revenues and an increase of \$39,606 or 3.9% in appropriations when compared to the FY2022/23 Adopted Budget. The increase in revenues is primarily from the increased costs of providing animal control services to the City of Vallejo. The Recommended Budget assumes services will be renewed for FY2023/24.

The increase in expenditures is primarily due to increases in Salaries and Employee Benefits due to negotiated and approved labor contract wage increases and increases in Countywide Administrative Overhead costs, offset by a reduction in Central Data Processing charges.

The Animal Control Recommended Budget funds 5.0 FTE positions.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$530,000 for veterinary services (performed by Contract Employees).
- \$87,000 for animal licensing (County and cities).

Fixed Assets

None.

**DEPARTMENT COMMENTS**

Spay/Neuter and Vaccination Clinic

Due to staff level shortages, the clinic was open to the public for spay/neuter services two days per week via appointments only. With the additional staffing and filling of vacant positions, spay/neuter services are expected to expand to 3 days per week in FY2023/24. The clinic was open for low-cost vaccine and microchip services once a month but was able to provide the same number of services that were previously spread out throughout the month. The Recommended Budget includes a projection for revenue of \$113,830 from spay/neuter and vaccination services; however, this revenue stream is not guaranteed and will fluctuate based on the need of County residents.

**Summary of Other Administered Budgets**

**2850 – Fund 001-Animal Care Services**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection/Protection & Inspect**

City Payments for Animal Shelter Services

The MOU 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. Because the recovery method is in arrears, General Fund Contribution fluctuates.

Donations

Donations are received at the counter, through the mail, and online and topped \$45,000 for the 2022 calendar year. As a practice, the Sheriff’s Office does not budget for donations as they are deposited into a deferred revenue account. Donation revenue is recognized only when funds are used to offset discounted costs for adoptions, spay/neuters, and microchipping, and for occasional third-party surgical procedures.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	41,503	37,344	35,540	(1,804)	(4.8%)
INTERGOVERNMENTAL REV OTHER	2,295,796	2,549,170	2,765,848	216,678	8.5%
CHARGES FOR SERVICES	934,506	1,145,389	1,130,276	(15,113)	(1.3%)
MISC REVENUE	199,638	114,484	136,609	22,125	19.3%
<b>TOTAL REVENUES</b>	<b>3,471,443</b>	<b>3,846,387</b>	<b>4,068,273</b>	<b>221,886</b>	<b>5.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	2,702,402	3,510,440	3,857,662	347,222	9.9%
SERVICES AND SUPPLIES	1,100,979	1,180,278	1,149,831	(30,447)	(2.6%)
OTHER CHARGES	268,769	329,776	538,274	208,498	63.2%
LEASES	0	0	4,261	4,261	100.0%
OTHER FINANCING USES	33,834	32,385	49,921	17,536	54.1%
INTRA-FUND TRANSFERS	6,036	1,976	1,764	(212)	(10.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,112,020</b>	<b>5,054,855</b>	<b>5,601,713</b>	<b>546,858</b>	<b>10.8%</b>
<b>NET COUNTY COST</b>	<b>640,578</b>	<b>1,208,468</b>	<b>1,533,440</b>	<b>324,972</b>	<b>26.9%</b>

<b>STAFFING</b>					
ANIMAL CARE	20	23	23	0	0.0%
ANIMAL CONTROL	6	6	6	0	0.0%
<b>TOTAL STAFFING</b>	<b>26</b>	<b>29</b>	<b>29</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Increase of \$50,000 in Primary Care Clinic Services for a Spay/Neuter and/or TNR Project.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Chapter 4 of the County Code requires updating and should cover some topics such as licensing and adoptions more fully. The County Code still refers to General Services as having oversight of Animal Care and Animal Control even though the Sheriff’s Office has been responsible for oversight since July 2011. In addition, the Code currently reflect that license tags will be issued every year; however, to reduce costs and increase efficiency, the Sheriff’s Office, after consultation with the cities, County Counsel, and County Administrator’s Office, have proposed to revisit this practice. The Sheriff’s Office will be working with County Counsel and the County Administrator’s Office to propose changes to Chapter 4. These changes will be brought to the Board for approval.

**Thomas A. Ferrara, Sheriff/Coroner  
General Relief**

**FUNCTION AND RESPONSIBILITIES**

This budget is administered by the Sheriff/Coroner and provides for the cost of indigent burials. According to Government Code §27462, if the value of the estate of a deceased person is insufficient to cover the costs of burial, the expenses are a legal charge against the County.

Pursuant to Health and Safety Code §103680, \$2.00 of the fee for the issuance of a permit for the disposition of human remains shall be paid to the County Treasury for indigent burial.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,000 or 11.1% in revenues and an increase of \$3,162 or 8.7% in appropriations when compared to the FY2022/23 Adopted Budget, resulting in an increase of \$2,162 or 7.9% in General Fund support for the State mandated functions for costs not supported by available fee revenue collected. The increase in appropriations is primarily related to increases in cremation and burial service costs and Countywide Administrative Overhead charges.

Contracts

Contract services represent a significant portion of the FY2023/24 Recommended Budget with a total of \$37,800 for indigent cremation/burial services.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
MISC REVENUE	10,586	9,000	10,000	1,000	11.1%
<b>TOTAL REVENUES</b>	<b>10,586</b>	<b>9,000</b>	<b>10,000</b>	<b>1,000</b>	<b>11.1%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	34,834	36,348	39,510	3,162	8.7%
<b>TOTAL APPROPRIATIONS</b>	<b>34,834</b>	<b>36,348</b>	<b>39,510</b>	<b>3,162</b>	<b>8.7%</b>
<b>NET COUNTY COST</b>	<b>24,248</b>	<b>27,348</b>	<b>29,510</b>	<b>2,162</b>	<b>7.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

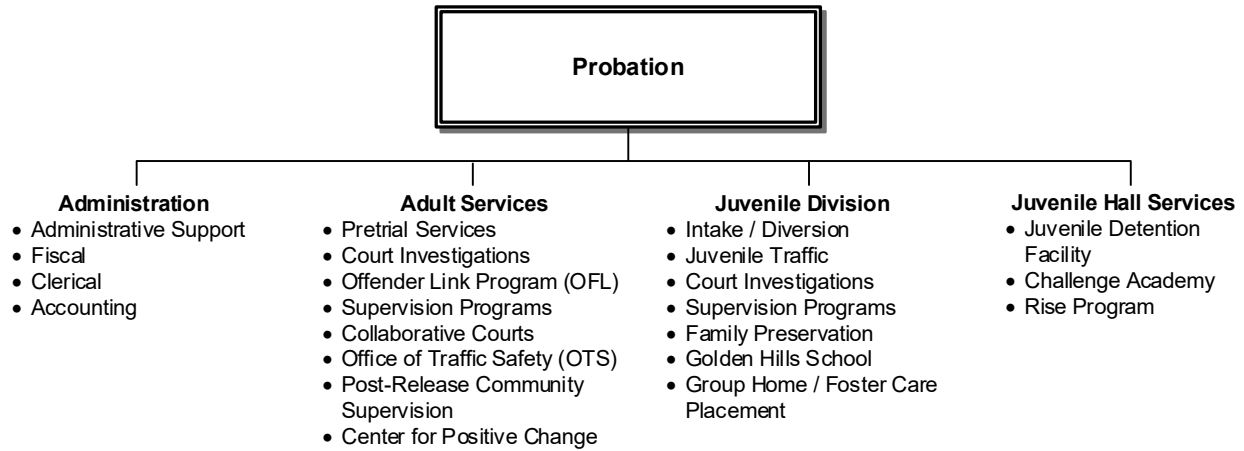
None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

Under the direction of the Chief Probation Officer as prescribed in section 270 of the California Welfare and Institutions Code (WIC) and sections 1203.5 and 1203.6 of the California Penal Code (PC), the department provides community protection by providing treatment services and interventions to justice involved adults and juveniles. WIC §850 establishes the requirement for a Juvenile Hall, and WIC §854 places the appointment of the staff assigned to a Juvenile Hall under the direction of the Chief Probation Officer. As outlined in PC §1230, the Chief Probation Officer (CPO) serves as the Chair of the County Community Corrections Partnership (CCP) who oversees the County Public Safety Realignment Plan. Pursuant to WIC §749.33,

the CPO also serves as the Chair of the County Juvenile Justice Coordinating Council (JJCC), who oversees the County Juvenile Justice Action Plan.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	51,004,404
FY2023/24 Recommended:	56,700,547
County General Fund Contribution:	27,164,461
Percent County General Fund Supported:	47.9%
Total Employees (FTEs):	227

**FUNCTION AND RESPONSIBILITIES**

The Probation Department is responsible for providing safe and secure juvenile detention and evidence based/evidence informed treatment programs, conducting investigations for the Court, holding clients accountable through enforcement and supervision, addressing treatment needs, and supporting victim restoration efforts. The department consists of four divisions: Administration Services, Adult Field Services, Juvenile Field Services, and the Juvenile Detention Facility (JDF). The department’s goal is public protection through the rehabilitation of clients by reducing their recidivism through positive behavior change. The department employs staff who are firm, fair, and care about the community and the clients under their jurisdiction. The department provides a variety of support services including the maintenance of criminal records, fiscal administration, grant administration, and victim restitution. The department supervises and provides services for adult clients under Pretrial Supervision, Post Release Community Supervision (PRCS), Mandatory Supervision, and/or Formal Probation. The department provides diversion services and supervision services to youth, as well as support to youth in out of home placement. Additionally, the department provides treatment, rehabilitation, and restorative justice services to youth detained at the JDF. In FY2023/24, the department will continue to enhance treatment services offered through the Centers for Positive Change (CPC), the Youth Achievement Centers (YAC), and the Challenge Academy. In addition, the department will continue to enhance and implement services for youth impacted by Senate Bill 823 (SB 823) which outlines the closure of the California Department of Corrections and Rehabilitation, Division of Juvenile Justice (DJJ). Lastly, the department will focus on staff development to include training opportunities and support for overall staff wellness and health.

**Christopher Hansen, Chief Probation Officer  
Public Protection/Detention & Corrections**

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### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

#### Challenges:

- The department continued to strive to provide programs, services, and supports to clients who were high risk and have a multitude of needs ranging from barriers removal services to employment and housing.
- The department continued to experience a high number of vacancies, averaging a 25% vacancy rate at the Juvenile Detention Facility (JDF). The department continued to work with the Human Resources Department to hold open and continuous recruitments to fill vacancies. Staff hiring is essential for department operations, including adult and youth programming, community safety, and youth harm reduction efforts.
- The department provides services to a number of clients (either through pretrial or supervision services) with mental health needs. Challenges included the ability to provide appropriate services to address their needs and assisting the Superior Court with their Mental Health Diversion Program.
- The department is challenged to ensure that there is sufficient training and learning opportunities for staff in leadership positions. Due to retirements and other changes in the workforce, the need to support and provide quality training to the newly hired leaders is critical to the department's success.

#### Accomplishments:

- In collaboration with the Solano County Office of Education (SCOE), the department is continuing to expand mental health services to youth at the JDF. In addition, this partnership has resulted in the exploration of an internship program designed to provide youth with training, and paid work experience.
- The department continued to reduce recidivism and change lives. In partnership with Beyond the Arc, an independent data strategy and visualization agency, an analysis was performed to compare the recidivism rates of clients who attended the department's Centers for Positive Change (CPC) with those who do not attend the CPC. Findings from this analysis revealed that clients who successfully complete the CPC have a lower recidivism rate than those who do not attend CPC.
- The department continued to collaborate with the Superior Court to provide support with Pretrial and Mental Health Diversion services for adults.
- The department relocated its North County Juvenile Supervision Office and Youth Achievement Center to a new location near the JDF. The new location includes a computer lab, group rooms, individual spaces for counseling, and a recreation area for the youth. The location near JDF allows for the Deputy Probation Officers and Juvenile Correctional Counselors to better partner on reentry services for youth in the community and those who are being released from detention.
- The department continued to acknowledge the hard work of staff and implement staff wellness activities to include the Annual Probation Awards, Probation and Parole Community Supervision Week recognition, and Wellness Days.
- The department continued to enhance services provided through the Reaching Into Successful Endeavors (RISE) program, a Secure Youth Treatment Facility located at the JDF. New developments include culturally relevant programming (El Joven Noble and the Omega Men's Group), paint, clothing, furniture, and cognitive behavioral therapeutic interventions to support a home-like environment for youth identified to be in long-term detention.
- The department continued to partner with the Yocha Dehe Wintun Nation to provide transitional supports and services to youth under supervision. The supports provided include barrier removal services, prosocial activities, motivational speakers and events, and other youth development services focusing on the 40 Developmental Assets for youth as identified by the Search Institute. Half of the assets focus on the relationships and opportunities (external assets) and the remaining assets focus on the social-emotional strengths, values, and commitments that are nurtured within young people (internal assets).

### **WORKLOAD INDICATORS**

- Through continued utilization of improved tools and training (Behavior Management System, engagement, programming, and Cognitive Behavioral Therapy interventions) Juvenile Correctional Counselors successfully reduced the number of violent incidents including mutual combat fights, assaults on youth, assaults on staff, and physical restraints at the JDF. In the past year, there has been an average incident decrease of 50% within these areas.

**Functional Area Summary**

**6650 – Fund 900-Probation  
Christopher Hansen, Chief Probation Officer  
Public Protection/Detention & Corrections**

- In FY2022/23, the JDF continued to focus on education and vocational training. Fifteen youth graduated from the Evergreen Academy and received their high school diploma, fifteen youth participated in online college through the Solano Community College, and six youth participated in the Construction Trades Program.
- During FY2022/23 Beyond the Arc performed an analysis to compare the recidivism rates of clients who were supervised before and after the implementation of the department’s Adult Supervision policy (P-100). The P-100 Adult Supervision policy is a planned methodology for the assessment, classification, and supervision of clients to promote law-abiding behavior and reduce client recidivism. The result of the analysis showed a 15% reduction in recidivism for clients supervised after the implementation of P-100.
- During FY2022/23, the department continued to focus on providing housing for adult clients. A total of 173 clients were provided housing assistance: 105 clients were placed in Sober Living Environments (SLE) and 68 clients received services to include transitional housing, housing support, and permanent housing.
- During FY2022/23, the department continued to partner with the Sheriff’s Enforcement Team (SET) and local law enforcement agencies to conduct compliance checks and Driving Under the Influence (DUI) Checkpoints. A total of 11 compliance operations were conducted and assistance was provided for 12 DUI Checkpoints.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	24,267,301	26,362,396	28,318,924	1,956,528	7.4%
ADULT SERVICES	9,403,724	11,198,229	13,217,741	2,019,512	18.0%
JUVENILE DIVISION	9,578,153	11,264,416	10,900,075	(364,341)	(3.2%)
JUVENILE HALL SERVICES	2,837,414	2,898,380	4,263,807	1,365,427	47.1%
<b>TOTAL REVENUES</b>	<b>46,086,592</b>	<b>51,723,421</b>	<b>56,700,547</b>	<b>4,977,126</b>	<b>9.6%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	5,126,241	4,953,910	5,187,414	233,504	4.7%
ADULT SERVICES	16,812,365	18,798,211	21,641,250	2,843,039	15.1%
JUVENILE DIVISION	10,738,783	12,985,812	13,254,912	269,100	2.1%
JUVENILE HALL SERVICES	13,453,630	14,985,488	16,616,971	1,631,483	10.9%
<b>TOTAL APPROPRIATIONS</b>	<b>46,131,019</b>	<b>51,723,421</b>	<b>56,700,547</b>	<b>4,977,126</b>	<b>9.6%</b>
<b>NET CHANGE</b>					
ADMINISTRATION	(19,141,060)	(21,408,486)	(23,131,510)	(1,723,024)	8.0%
ADULT SERVICES	7,408,641	7,599,982	8,423,509	823,527	10.8%
JUVENILE DIVISION	1,160,630	1,721,396	2,354,837	633,441	36.8%
JUVENILE HALL SERVICES	10,616,216	12,087,108	12,353,164	266,056	2.2%
<b>NET CHANGE</b>	<b>44,427</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ADMINISTRATION	15	16	17	1	6.3%
ADULT SERVICES	92	98	99	1	1.0%
JUVENILE DIVISION	44	44	43	(1)	(2.3%)
JUVENILE HALL SERVICES	68	69	68	(1)	(1.4%)
<b>TOTAL STAFFING</b>	<b>219</b>	<b>227</b>	<b>227</b>	<b>0</b>	<b>0.0%</b>

**Christopher Hansen, Chief Probation Officer  
Public Protection/Detention & Corrections**

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### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an increase of \$4,977,126 or 9.6% in both revenues and appropriations over the FY2022/23 Adopted Budget. There is an increase in the General Fund Contribution of \$1,913,648 or 7.6% when compared to the FY2022/23 Adopted Budget.

#### Primary Funding Sources

The primary funding sources for the department are the General Fund and Intergovernmental Revenues, which account for \$56,156,820 or 99.0% of total revenues. The Recommended Budget includes a net increase of \$4,977,126 in revenues primarily due to the following:

- Intergovernmental Revenue, which includes federal and State grants as well as State allocations, includes \$28,992,359, an increase of \$3,053,097 or 11.8% based on the following significant funding sources:
  - \$16,388,098 in Public Safety Realignment Funding - These revenues support 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).
  - \$6,118,418 in the State Public Safety Augmentation Fund – These revenues are funded by the public safety dedicated ½ cent sales tax (Proposition 172) and tied to State sales tax revenues, which are directly impacted by the State's economy.
  - \$4,709,722 in State Other revenues – These revenues are comprised of reimbursements for the department's costs for mandated training for peace officers, efforts to reduce prison overcrowding and enhance public safety under SB 678, Pretrial funding, Juvenile Reentry, and DJJ realignment under SB 823.
  - \$390,600 in 2011 Realignment Foster Care Assistance – These revenues support the State's share of placement costs for youth in foster care/group home placement.
  - \$368,156 from the Title IV-E Grant – These revenues pay for services provided to youth who are "at imminent risk" of entering foster care/group home placement.
  - \$344,206 in State Sales Tax 1991 Realignment – These revenues are allocated to the department through the 1991 Realignment Sales Tax receipts used to fund Social Services. The funds are used to support juvenile programs.
  - \$292,506 in Federal Other – These revenues include funding for the Office of Traffic and Safety (OTS) grant.
- \$117,066 in Charges for Services, an increase of \$250 or 0.2%, which reflect Family Preservation Program funded through Health and Social Services.
- \$423,161 in Miscellaneous Revenues, an increase of \$12,731 or 3.1% which includes the following significant funding sources:
  - \$270,661 in Other Revenue for PRCS Growth Funds.
  - \$101,000 in Donations and Contributions from Yocha Dehe Wintun Nation.
  - \$51,500 in Insurance Proceeds for Worker's Compensation proceeds.

#### Primary Costs

The department's primary costs are:

- \$35,706,123 in Salaries and Employee Benefits, which reflect an increase of \$3,053,318 or 9.4% primarily due to negotiated and approved labor contracts resulting in increases in wages, CalPERS retirement costs, and insurance rates.
- \$12,580,918 in Services and Supplies, which reflect an increase of \$1,146,517 or 10.0%. The major appropriations in this category include \$7,131,164 in contracts to provide mental health, medical, dental, and substance abuse treatment services at the Juvenile Detention Facility and other services (see list of significant contracts), and \$2,573,944 in Central Data Processing Services.



- \$6,668,230 in Other Charges, which reflect an increase of \$276,347 or 4.3% primarily due to increases in Countywide Administrative Overhead costs, custodial and building trade mechanic services costs, and transitional housing services for adult clients. The major appropriations in this category include:
  - \$3,210,295 in Countywide Administrative Overhead costs to cover the costs of central services support.
  - \$940,000 in transitional housing for clients (funded with grants).
  - \$900,000 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).
  - \$439,716 in County building use charges.
  - \$346,939 in Interfund Services with General Services for Building and Trade Mechanic and Custodial Services provided to the Juvenile Detention Facility.
- \$1,072,474 in Other Financing Uses, which reflect an increase of \$429,607 or 66.8% primarily related to a \$480,000 transfer to the Accumulated Capital Outlay Fund for the JDF Transitional Housing Phase 1 Project paid for with SB 823 funding.
- \$672,802 in Intrafund Transfers, which reflect an increase of \$71,337 or 11.9%, includes security services, dispatch services, and the maintenance of Livescan machines through the Sheriff's Office.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$2,111,391 for mental health, medical, and dental services at the JDF.
- \$970,000 for family engagement services for youth/families and electronic monitoring services for both adults and youth.
- \$543,213 for mental health services to include cognitive behavioral therapy for youth under supervision.
- \$305,000 for food services at the JDF.
- \$225,000 for drug testing services.

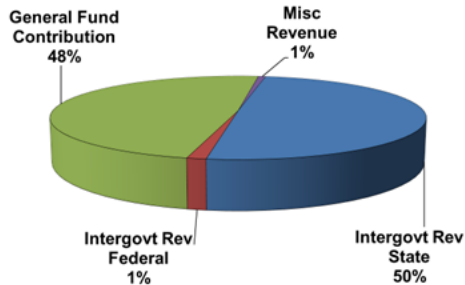
Fixed Assets

None.

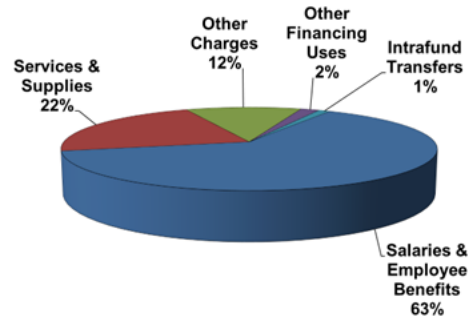
**DEPARTMENT COMMENTS**

The department remains focused on reducing recidivism through positive behavior changes. During FY2022/23, the department continued to provide services and supports to adults and juveniles, while maintaining community safety. The department moved to a new juvenile supervision office and partners were embedded at the location to provide more collaboration with department staff. The department continues to work with the Sheriff's Office and utilize the Rourk Vocational Center to provide vocational training opportunities to adult clients. The department also continued to provide additional resources to clients to address housing needs and mental health. The department was again awarded the OTS Grant to assist in monitoring high risk DUI clients. This funding will continue to support two Deputy Probation Officers (DPO) who provide DUI supervision services, as well as funding for DPOs to assist local city police agencies in conducting enforcement efforts via DUI checkpoints. In addition, the department continues to focus on staff development, to include staff wellness and staff training, as department staff are the most valuable resource and critical to all operations. Resources and activities such as Peer Support, the Wellness App, and Wellness Days will be offered to ensure that staff are at their best and receive the resources they need to assist and supervise clients in support of the department's mission.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	4,923	6,100	3,500	(2,600)	(42.6%)
INTERGOVERNMENTAL REV STATE	21,483,167	25,020,356	28,181,697	3,161,341	12.6%
INTERGOVERNMENTAL REV FEDERAL	616,029	918,906	810,662	(108,244)	(11.8%)
CHARGES FOR SERVICES	194,266	116,816	117,066	250	0.2%
MISC REVENUE	569,364	410,430	423,161	12,731	3.1%
OTHER FINANCING SOURCES	92,900	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	23,125,943	25,250,813	27,164,461	1,913,648	7.6%
<b>TOTAL REVENUES</b>	<b>46,086,592</b>	<b>51,723,421</b>	<b>56,700,547</b>	<b>4,977,126</b>	<b>9.6%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	28,687,358	32,652,805	35,706,123	3,053,318	9.4%
SERVICES AND SUPPLIES	10,253,905	11,434,401	12,580,918	1,146,517	10.0%
OTHER CHARGES	5,878,317	6,391,883	6,668,230	276,347	4.3%
F/A BLDGS AND IMPRMTS	59,914	0	0	0	0.0%
F/A EQUIPMENT	106,153	0	0	0	0.0%
OTHER FINANCING USES	557,350	642,867	1,072,474	429,607	66.8%
INTRA-FUND TRANSFERS	588,020	601,465	672,802	71,337	11.9%
<b>TOTAL APPROPRIATIONS</b>	<b>46,131,018</b>	<b>51,723,421</b>	<b>56,700,547</b>	<b>4,977,126</b>	<b>9.6%</b>
<b>NET CHANGE</b>	<b>44,427</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in position allocations since the adoption of the FY2022/23 Budget are provided below:

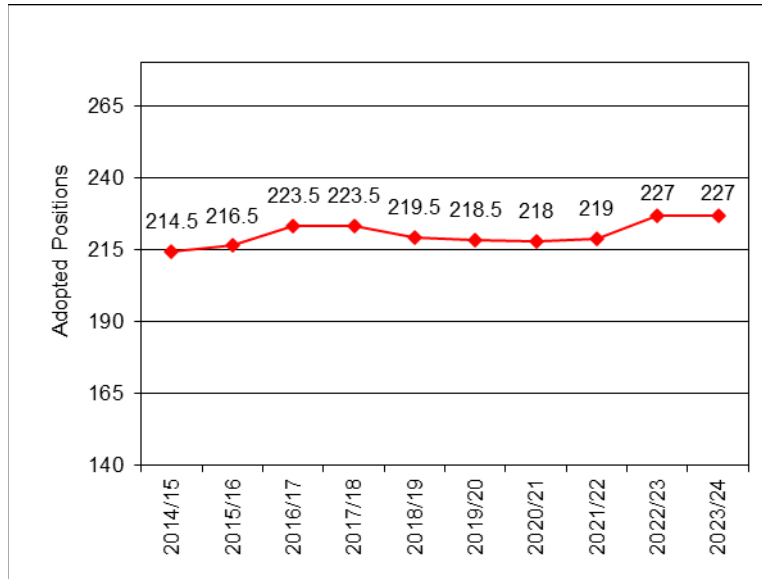
On March 7, 2023, as part of the Midyear Financial Report, the following position allocation changes were approved:

- Extended 1.0 FTE Limited-Term Social Services Worker to June 30, 2024.
- Extended 1.0 FTE Limited-Term Deputy Probation Officer to September 30, 2024.
- Extended 1.0 FTE Limited-Term Deputy Probation Officer, Sr. to September 30, 2024.

The FY2023/24 Recommended Budget includes the following position allocation changes:

- Delete 1.0 FTE Legal Procedures Clerk.
- Add 1.0 FTE Legal Procedures Clerk, Sr. to support and lead the work of Legal Procedures Clerks and Office Assistant IIs assigned to the Adult and Juvenile Clerical Units and most specifically the Professional Standards Unit and funded by the YOBG Grant.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

On July 1, 2021, Senate Bill 823 transferred responsibility of housing youth who were committed to custody at the state level back to the county of residence. Solano County JDF and Juvenile Division worked with the Juvenile Justice Coordinating Council (JJCC), youth in and out of custody, and stakeholders to develop a response plan which identified assessments, programming needs, treatment, facility operational modifications, transition services, and staff training. The plan, inclusive of staffing, programming, and services will continue to be updated to meet the needs specific to the youth it serves.

Senate Bill 129 amends the Budget Act of 2021 to provide funding for the implementation and operation of ongoing court programs that support judicial officers in making pretrial release decisions that impose the least restrictive conditions to address public safety and assist defendants to make all required court appearances. The Court developed an MOU with the department to support funding for Pretrial Services. This funding allowed the department to expand its Pretrial Program to serve more clients, as well as provide support to the Mental Health Diversion Program through the Superior Court.

Recruitment, staffing, and training of qualified staff continues to be a challenge and impacts department operations. Ongoing efforts to open recruitments, attend job fairs, and review the hiring and background process is paramount to filling vacancies.

On January 1, 2023, Senate Bill 1008, the “Keep Families Connected Act” changed existing regulations that a person who is incarcerated in a California state prison, jail, and juvenile detention facility will now be able to make and receive phone calls free of charge. A contract was completed with Viapath Technologies to upgrade the phone platform at JDF and to maintain existing phone hardware and services, moving all calls from paid to free, and removing all end user fees.

**6650 – Fund 900-Probation**  
**Christopher Hansen, Chief Probation Officer**  
**Public Protection/Detention & Corrections**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
8035 JH REC HALL - WARD WELFARE	390	500	500	0	0.0%
<b>APPROPRIATIONS</b>					
8035 JH REC HALL - WARD WELFARE	1,166	5,000	1,000	(4,000)	(80.0%)
<b>NET CHANGE</b>					
8035 JH REC HALL - WARD WELFARE	776	4,500	500	(4,000)	(88.9%)

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

**Summary of Other Administered Budgets 8035 – Fund 035-Juv. Hall Rec.-Ward Welfare Fund**  
**Christopher Hansen, Chief Probation Officer**  
**Detention & Corrections**

**FUNCTION AND RESPONSIBILITIES**

Pursuant to Welfare and Institutions Code §873, the source of revenue for this fund was from the telephone company that facilitated collections attributable to collect calls made by youth detained at the Juvenile Detention Facility (JDF). In March 2017, the Probation Department revised its contract with the telephone company providing collect call services to the youth detained at JDF to reduce the amount of transaction fees charged and eliminated commissions received for these services in order to encourage youths to contact their families. As a result, there will be no new revenue in the future. The department maintains a fund balance from prior years’ collections and is utilizing those funds as the primary funding source for the department. Interest Income on the balance of the funds continues to accrue.

The money in the Ward Welfare Fund must be expended by the Probation Department for the benefit, education, and welfare of the youth detained within the JDF or other juvenile facilities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and a decrease of \$4,000 or 80.0% in appropriations when compared to the FY2022/23 Adopted Budget. The appropriations reflect anticipated expenditures for the education, benefit, and welfare of youth detained in JDF. Available fund balance will be used to offset these expenditures.

Fixed Assets

None.

See related Budget Unit 9151 – Fund 035 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	390	500	500	0	0.0%
<b>TOTAL REVENUES</b>	<b>390</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	1,166	5,000	1,000	(4,000)	(80.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,166</b>	<b>5,000</b>	<b>1,000</b>	<b>(4,000)</b>	<b>(80.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>776</b>	<b>4,500</b>	<b>500</b>	<b>(4,000)</b>	<b>(88.9%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

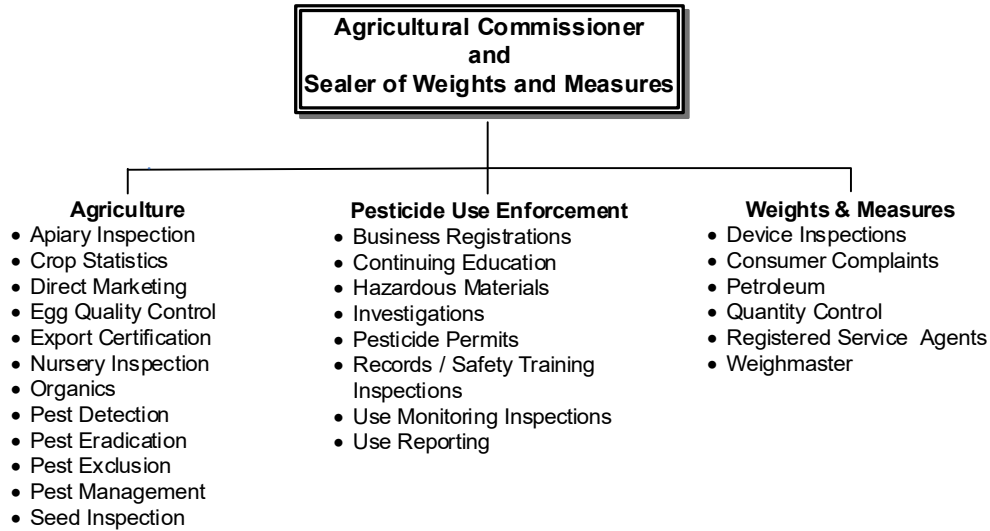
None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

The Department of Agriculture combines the functions of the County Agricultural Commissioner and County Sealer of Weights and Measures into a consolidated unit. The Agricultural Commissioner / Sealer of Weights and Measures is licensed by the Secretary of the California Department of Food and Agriculture (CDFA) and is appointed by the Board of Supervisors. Specific duties and responsibilities of the department are enumerated in the provisions of the Food and Agricultural Code and the Business and Professions Code. The department is responsible for the implementation and enforcement of specified State laws and regulations, and local ordinances, as well as other duties as assigned or directed by the Board of Supervisors.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	5,660,478
FY2023/24 Recommended:	6,702,208
County General Fund Contribution:	3,499,284
Percent County General Fund Supported:	52.2%
Total Employees (FTEs):	28

**FUNCTION AND RESPONSIBILITIES**

The Agricultural Commissioner’s Office is responsible for protecting and promoting agriculture in the county. This is accomplished through its Pesticide Use Enforcement, Pest Prevention, Export Certification, and Inspection Services programs.

The Sealer of Weights and Measures verifies equity in commercial transactions through device, weighmaster, petroleum products, quantity control, and point-of sale (price scanner) inspections.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- The Agriculture Department expanded its apiary protection program in recent years with funding support from CDFA; however, legislation passed in 2022 (AB 203 and AB 719) updating State apiary law causing a temporary suspension of apiary registration fees until the California Apiary Board approves a new fee schedule. As a result, CDFA did not issue apiary protection contracts to county agriculture departments in FY2022/23, resulting in a loss of approximately \$50,000 in offsetting program revenue. The new fee schedule is expected to be adopted in 2023 and apiary protection contracts will resume in FY2024/25. In the meantime, the department has limited the amount of apiary surveillance biologists are performing but is continuing to conduct pest clearance inspections of beehives entering the County from out-of-State, pesticide application notifications, export certification inspections, and respond to complaints.
- Seasonal extra-help recruitments are yielding limited applicant interest, causing recruitment periods to extend well into the department’s pest detection season. As a result, permanent biologist staff are performing work normally completed by

**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures  
Ed King, Agricultural Commissioner/Sealer of Weights & Measures  
Protection & Inspect**

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seasonal staff, delaying pest detection trapping services. Because the primary pest detection trapping season now extends April to November, restrictions on seasonal employment also necessitate hiring additional staff to fulfill State-contracted pest surveys that protect local agriculture.

Accomplishments:

- Following detection of a glassy-winged sharpshooter infestation in Vacaville in October 2021, and the subsequent State declaration of an emergency project establishing a quarantine area encompassing 3,500 acres, the department surveyed nearly 550 properties and treated 950 parcels in an effort to eradicate the pest during 2022. CDFA has committed \$2,253,730 to support the eradication project through FY2023/24, including funding for two limited-term Agricultural Biologists as well as licensed pest control services.
- The department developed an Ag Pass program in cooperation with the Sheriff's Office - Office of Emergency Services, the County Administrator's Office, the Department of Resource Management, and the U.C. Cooperative Extension to preapprove commercial farmers and ranchers to conditionally access evacuation areas to tend to crops and livestock during natural disasters.
- For the tenth consecutive year, the County met eligibility requirements to receive unrefunded gasoline tax used for off-highway agricultural purposes by maintaining County General Fund support for agricultural commissioner services at least equal to the average amount expended for the five preceding years, resulting in an estimated \$974,625 or 25% of the department's revenue in FY2022/23.
- As of April 2023, the department is expected to have all permanent staffing allocations filled for the first time since the start of the COVID-19 pandemic. This achievement is expected to enhance service delivery and improve staff workload distribution and morale. In support of staffing needs, the General Services Department is making facility improvements at the department's Cordelia facility, including an office space reconfiguration and conversion of warehouse shop space to a conditioned multipurpose workroom.

**WORKLOAD INDICATORS**

During FY2022/23, Agricultural Biologists/Weights and Measures Inspectors accomplished the following work:

- Issued 419 pesticide permits, conducted 376 pesticide use and safety inspections, issued 10 violation notices, and closed 21 administrative penalties.
- Inspected 348 agricultural fields covering 6,405 acres for phytosanitary certifications.
- Issued 803 federal export certificates of inspection for commodity shipments to 43 different countries and issued 264 inter- and intra-state commodity inspection certifications.
- Inspected 9,218 incoming shipments for pests of concern and completed 21,669 monitoring checks of 3,190 pest detection traps.
- Completed 7,506 weighing and measuring device inspections at 657 commercial locations, 4 weighmaster audits, 98 petroleum audits, 23 price verification inspections, and issued 247 violation notices.

**2830 – Fund 001-Agricultural Commissioner/Weights & Measures      Functional Area Summary**  
**Ed King, Agricultural Commissioner/Sealer of Weights & Measures**  
**Protection & Inspect**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	3,282,336	2,966,685	3,202,924	236,239	8.0%
<b>TOTAL REVENUES</b>	<b>3,282,336</b>	<b>2,966,685</b>	<b>3,202,924</b>	<b>236,239</b>	<b>8.0%</b>
<b>APPROPRIATIONS</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	4,735,909	6,017,907	6,702,208	684,301	11.4%
<b>TOTAL APPROPRIATIONS</b>	<b>4,735,909</b>	<b>6,017,907</b>	<b>6,702,208</b>	<b>684,301</b>	<b>11.4%</b>
<b>NET COUNTY COST</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,453,573	3,051,222	3,499,284	448,062	14.7%
<b>NET COUNTY COST</b>	<b>1,453,573</b>	<b>3,051,222</b>	<b>3,499,284</b>	<b>448,062</b>	<b>14.7%</b>

STAFFING					
AGRICULTURE COMMISSIONER/ WEIGHTS & MEASURE	23	28	28	0	0.0%
<b>TOTAL STAFFING</b>	<b>23</b>	<b>28</b>	<b>28</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$236,239 or 8.0% in revenues and an increase of \$684,301 or 11.4% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost increased by \$448,062 or 14.7%.

Primary Funding Sources

The primary funding sources for the department are County General Fund and Intergovernmental Revenues. Intergovernmental Revenues are mainly received from the State and are associated with various contracted agricultural inspection services, other mandated and sub-vented agricultural activities and pesticide use enforcement work and unrefunded gasoline tax used for off-highway agricultural purposes. These contract and gasoline tax revenues are driven by workloads and associated staffing levels.

The department's other significant funding sources are: (1) Licenses, Permits and Franchise revenue received in the form of user fees for weights and measures device registration, pest control business registrations and other inspections and certifications provided by the department, and (2) Charges for Services, which are received for various agricultural and weights and measures inspections.

The Recommended Budget includes an increase of \$236,239 or 8.0% in revenues primarily due to increases in Intergovernmental Revenues which reflect increased glassy-winged sharpshooter project funding and an increase to the department's exotic pest detection agreement with CDFA.

Primary Costs

The Recommended Budget includes a net increase of \$684,301 or 11.4% in appropriations due to the following:

- Salaries and Employee Benefits reflect an increase of \$335,017 or 7.2% due to negotiated and approved labor contracts.
- Services and Supplies reflect an increase of \$408,231 or 36.8% primarily due to increases in fuel, county garage services, insurance costs, USDA Wildlife Services costs, and glassy-winged sharpshooter pest control treatment contracted services.
- Other Charges reflect a decrease of \$27,904 or 16.0% due to a decrease in Countywide Administrative Overhead charges.



**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures  
Ed King, Agricultural Commissioner/Sealer of Weights & Measures  
Protection & Inspect**

Contracts

The FY2023/24 Recommended Budget includes the following contracts:

- \$182,620 for USDA Wildlife Services.
- \$180,353 for glassy-winged sharpshooter pest eradication.

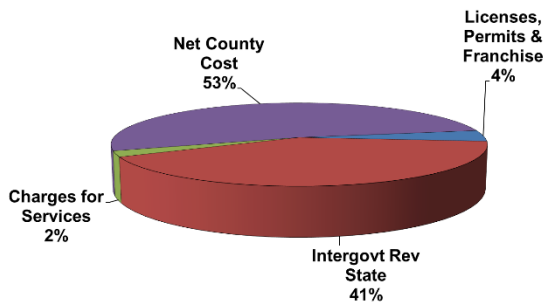
Fixed Assets

None.

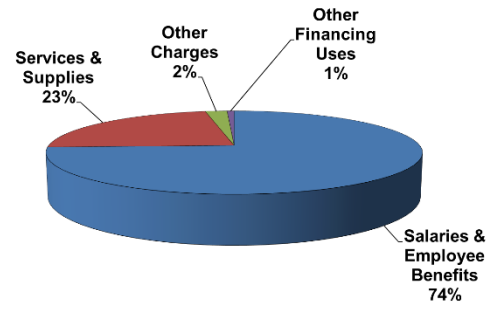
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	301,989	286,973	283,130	(3,843)	(1.3%)
FINES, FORFEITURES, & PENALTY	19,742	14,000	14,000	0	0.0%
INTERGOVERNMENTAL REV STATE	2,768,027	2,511,353	2,755,768	244,415	9.7%
CHARGES FOR SERVICES	192,578	154,359	150,026	(4,333)	(2.8%)
<b>TOTAL REVENUES</b>	<b>3,282,336</b>	<b>2,966,685</b>	<b>3,202,924</b>	<b>236,239</b>	<b>8.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,341,619	4,636,557	4,971,574	335,017	7.2%
SERVICES AND SUPPLIES	1,026,325	1,108,263	1,516,494	408,231	36.8%
OTHER CHARGES	223,518	174,866	146,962	(27,904)	(16.0%)
F/A EQUIPMENT	0	42,020	0	(42,020)	(100.0%)
OTHER FINANCING USES	135,087	41,751	47,928	6,177	14.8%
INTRA-FUND TRANSFERS	9,361	14,450	19,250	4,800	33.2%
<b>TOTAL APPROPRIATIONS</b>	<b>4,735,909</b>	<b>6,017,907</b>	<b>6,702,208</b>	<b>684,301</b>	<b>11.4%</b>
<b>NET COUNTY COST</b>	<b>1,453,573</b>	<b>3,051,222</b>	<b>3,499,284</b>	<b>448,062</b>	<b>14.7%</b>

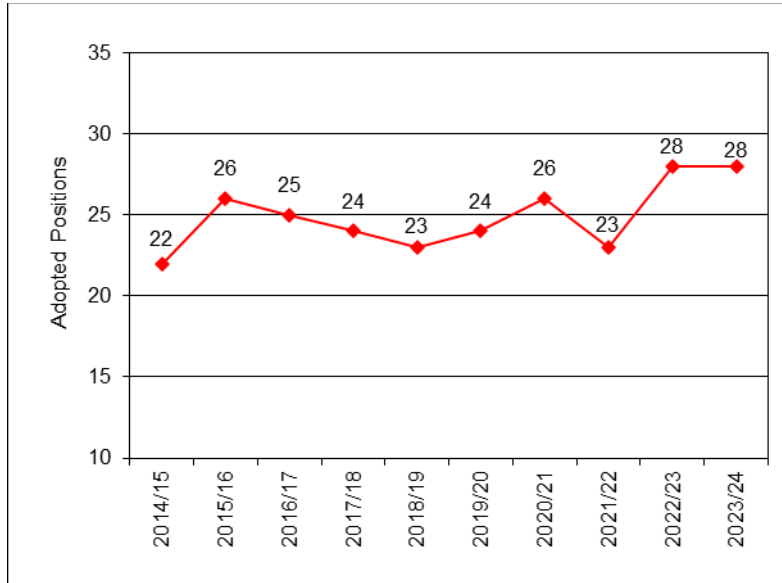
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

None.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The dramatic increase of almond orchards during the past twenty years is causing a corresponding rise in the number of bee colonies in the County needed for crop pollination. In February 2023, beekeepers registered over 55,000 colonies with the Agriculture Department. As colony numbers have increased in recent years so have complaints from residents. Following the winter almond bloom colonies are at times relocated in large numbers to non-agricultural settings or are left unattended or poorly cared for. Current County zoning regulations do not specifically address bee colony placement and the Agricultural Commissioner has limited authority to successfully resolve complaints from misplaced or neglected hives. Consideration of zoning code changes in the future requiring property line setbacks, standards of care and zoning district rules may offer better protections to beekeepers and county residents.

Unrefunded gasoline tax used for off-highway agricultural purposes is the department’s single largest revenue source. The Agricultural Commissioner’s Association is beginning to review potential future options to replace this funding stream as California gradually transitions away from gasoline-powered vehicles. Despite steady increases in alternative fuel vehicles, unrefunded gasoline tax payments to county agriculture departments are forecast to remain stable in FY2023/24.

CDFA and the Pierce’s Disease Control Board are funding the Agriculture Department’s Vacaville glassy-winged sharpshooter eradication project with emergency pest response funds and grape grower assessment fees. Pending further progress toward eradication during summer and fall 2023, additional funding may be needed as the project enters its third year in FY2023/24. It is uncertain at this time whether CDFA will permit another disbursement of emergency pest response support, or if further funding requests will need to be made directly to the Pierce’s Disease Control Board. A previous Vacaville glassy-winged sharpshooter infestation took five years to eradicate between 2004 – 2008.

The California Department of Pesticide Regulation (CDPR) is continuing to explore options for updating the current flat-fee mill assessment on pesticide sales. The Agriculture Department received \$376,000 in mill revenue from CDPR for pesticide use enforcement activities in FY2021/22 and is expecting a similar amount in FY2022/23. Changes to the current assessment may enhance or reduce county funding in coming years.

CDPR, CDFA and Cal EPA are leading an effort to advance safer pesticide use and pest management tools in California. Their leading priority in this work is to strengthen California’s pest exclusion and detection systems including increased funding to county agriculture departments. The Agricultural Commissioner’s Association concurs with agency recommendations to fund the State

**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures  
Ed King, Agricultural Commissioner/Sealer of Weights & Measures  
Protection & Inspect**

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high-risk pest management program at the statutory mandated annual amount of \$5.5 million (currently funded at \$3.1 million), to expedite completion of the Comprehensive Pest Prevention Program Analysis Update to inform other pest prevention priorities and finalize the CalTrap initiative to transition county pest detection trapping to a digital platform.

As of January 1, 2021, all newly installed commercial AC electric vehicle fueling systems are subject to weight and measures regulations including periodic inspection and testing (DC fast charge system regulations went into effect January 1, 2023). There are currently 240 Level 2 AC and 110 DC fast charge stations located in the County, although none are yet confirmed to be subject to weights and measures regulations. Under State regulations existing AC stations installed before 2021 and DC stations installed before 2023 have a 10-year compliance grace period, but the department expects that new charging station installations will steadily increase in upcoming years as California strives to phase out gasoline powered cars. Testing of charging stations requires a specialized unit able to measure electricity delivered from the station to determine compliance with established tolerances. To date, the National Institute of Standards and Technology does not have the capability to provide traceable DC electrical energy measurements for the calibration of testing standards. Due to this delay and lack of registered fueling stations in the county the department is deferring purchase of a testing standard until FY2024/25. In the meantime, the department Weights and Measures Inspectors have completed training on how to test electric vehicle fueling systems and may use State-owned testing equipment for inspection of devices in the County as needed.

Terry Schmidtbauer, Director of Resource Management  
Other Protection



**DEPARTMENTAL PURPOSE**

The Department of Resource Management consists of seven organizational divisions that receive general direction from the Office of the Director and provide a variety of legally mandated and non-mandated programs and services summarized below.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	15,338,064
FY2023/24 Recommended:	18,228,646
County General Fund Contribution:	6,468,336
Percent County General Fund Supported:	35.5%
Total Employees (FTEs):	57

**FUNCTION AND RESPONSIBILITIES**

Planning Services Division has administrative authority over land use within the unincorporated areas of the County. Its primary responsibilities are to:

- Oversee the County’s General Plan for land use; implement policy planning activities including General Plan amendments and updates; prepare specific plans and neighborhood plans; provide staff support to special projects; and function as County liaison to other planning efforts and organizations.
- Implement the functions associated with land use planning, including the application of zoning regulations, processing of subdivision maps, conducting environmental review of proposed projects, facilitating the public review process, and implementing the Surface Mining and Reclamation Act (SMARA) requirements.
- Provide technical support for various long-range and regional planning-related projects, including the Housing Element, the Decennial Census, the Association of Bay Area Government’s (ABAG) Regional Housing Needs Allocation (RHNA) process and Priority Conservation Area (PCA) programs.
- Support the Board of Supervisors and Planning Commission in developing land use policy and assisting in the decision-making process on land use matters.
- Provide technical and staff support to the Solano County Airport Land Use Commission (ALUC) and Solano Open Space (Tri-city & County Cooperative Planning Group).
- Operate the Integrated Waste Management Program that prepares, maintains, administers, and implements the Countywide Integrated Waste Management Plan (CIWMP) to ensure locally generated solid and hazardous wastes are managed based on the established hierarchy prioritizing of source reduction first, then recycling and composting, before environmentally safe transformation and land disposal in compliance with the California Integrated Waste Management Act of 1989 (Assembly Bill (AB) 939), as amended. This Program also assists in ensuring organics diversion and recovery to comply with Senate Bill (SB) 1383 requirements that became effective January 1, 2022.

Building and Safety Services Division has administrative authority over the unincorporated areas of the County and County-owned buildings within the various cities. Its primary responsibilities are to:

- Administer state and federal codes and County ordinances related to all functions of construction, including the California codes for building, plumbing, electrical, mechanical, fire prevention, accessibility, energy, and addressing.
- Implement the functions associated with the responsibility of being the County Flood Plain Administrator for construction and development.
- Administer the County's Code Enforcement program in the areas of zoning, construction, inoperable and abandoned vehicles, and business licenses.
- Perform assessment of fire, flood, and earthquake damage.

Environmental Health Services Division has a mission to protect public health and the environment by ensuring compliance with environmental laws and regulations by providing training, permitting, and inspection services to businesses and residents throughout Solano County. Various programs within this division are:

- Consumer Protection programs, which include retail food protection, ensuring safety and sanitation of public pools, and implementing minimum health standards for housing and institutions, vector management, and body art and massage practitioners and facilities. Consumer Protection also assists Public Health by assessing and abating environmental lead hazards for children via the Childhood Lead Poisoning Prevention Program and utilizing settlement funds to implement a Lead-based Paint Abatement Program.
- Water Protection and Waste Management programs, which include land development standards for sewage disposal, landfill operations and refuse disposal, land application of biosolids, State small public water systems, water wells, and large confined animal facilities; participates in activities related to the Solano Subbasin Groundwater Sustainability Agency and other regional water supply issues, including facilitating the Solano County Drought Task Force, and for reviewing the required forms and assisting property owners with participating in State sponsored clean-up programs and rebuilding of their private property as a result of the LNU Lightning Complex Fire.
- Hazardous Materials programs that ensure compliance with Health and Safety codes pertaining to the handling and storage of hazardous materials and hazardous waste, treatment of hazardous wastes, the operation of underground and aboveground petroleum storage tanks, health and safety inspections at the refinery, technical assistance, and oversight of the cleanup of hazardous materials spills, proper storage, and reporting of waste tires.

Administrative Support Division:

- Provides administrative support to all department divisions, including handling incoming phone calls and public inquiries; maintaining and assisting with inspection recordkeeping; maintaining equipment inventories; performing accounting functions, including invoicing permit fees, accounts payable, fiscal reporting, audits, payroll, contract administration, grant reporting and monitoring, and budgeting; performing imaging processing and implementing retention schedules; maintaining and updating data information systems; and coordinating recruitments, hiring, and other personnel matters.
- Administers the County Business License Program.

Public Works Divisions:

- Public Works Divisions are described under the narrative for 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 for BU 7000 because it is not part of the General Fund.

Water Resources and Delta Water Activities:

- The Water Resources and Delta Water Activities Division is described under the narrative for BU 1450.

**Terry Schmidtbauer, Director of Resource Management  
Other Protection**

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### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

#### Challenges:

- The department continued to respond to a high demand for plan check, permit processing and inspection, and complaint investigation services for various programs. This demand occurred while the department had significant staff vacancies, creating additional pressure for service delivery on existing staff and additional time demands associated with recruitment and training of newly hired staff.
- Newer State mandated requirements and local initiatives, such as those related to State Responsibility Areas (SRA's per CAL FIRE), Accessory Dwelling Units, update of the County's Housing Element and Climate Action plan, update of Chapter 29 – Surface Mining and Reclamation (SMARA), implementation of SB 1383 requirements, Zoning Text and General Plan amendments to promote Economic Development Initiatives, improve regulation of short term rentals, protect Travis Air Force Base from wind turbine impacts, Homeacres neighborhood rehabilitation program, staff participation in State Route 37 resiliency planning, and Solano 360 Fairground Development projects placed additional time demands on existing staff.
- The department is in the process of merging its two permitting systems, Accela Environmental Health and Accela Land Management, and converting its Code Compliance program to the integrated Accela system. This process requires significant staff resources and coordination with the Department of Information Technology.

#### Accomplishments:

- The Planning Services Division processed a major subdivision application for the Middle Green Valley Specific Plan (MGVSP) area, resulting in Board approval of two subdivisions that will begin the implementation of the award winning MGVSP through the creation of specific neighborhoods with various home styles and densities while preserving agricultural land and open space in accordance with the MGVSP. The Planning Services Division continued to implement the Suisun Valley Strategic Plan through processing of a use permit for a large winery, which the Board also approved.
- The County Building and Safety Services Division completed plan checks and permitted large projects such as Bally Keal winery buildings; new blending tanks at Caymus winery; a 12,000 sq.ft, four story self-storage facility in Vallejo; and six Solar/EV charging projects for the Solano County energy project.
- The department developed updates to Solano County Code, Chapter 10 - Abatement of Public Nuisances, Chapter 14 – Business Licenses, and Chapter 28 – Zoning Regulations to improve compliance with County Codes and to prevent and correct public nuisances, which the Board approved. The updates included administrative penalties and other remedies to deter and abate code violations. Related to this effort, the Planning Services Division also completed updates to the zoning regulations related to short-term rentals.
- The Edible Food Recovery Program has partnered with the Food Bank of Contra Costa and Solano in developing outreach materials for distribution to both edible food generators and food recovery organizations countywide. In unincorporated Solano County, 26 businesses are subject to donation requirements under SB 1383, and staff is providing technical assistance to ensure compliance by January 2024.
- The Used Oil Recycling Program collected 18,285 gallons of used oil and 11,250 used oil filters at the state-certified collection center located at Recology Hay Road landfill. Participants are generally agricultural farms and ranches located in unincorporated Solano, but the site also accepts used oil and filters for recycling from the general public.
- Coastal Cleanup Day brought out over 1,300 volunteers wanting to make Solano Clean and Green at 50 sites spread across the County. More than 19,000 pounds of trash were removed, and 300 beverage containers recycled. Solano Resource Conservation District coordinates this large-scale cleanup event on behalf of Solano County through funding from CalRecycle's City/County Payment Program.

### **WORKLOAD INDICATORS**

- During the period of July 1, 2021 - June 30, 2022, the Building Division performed 5,194 building permit inspections associated with 1,172 building permits, including permits for 71 new primary single-family dwelling units, 28 new secondary dwelling units, and 201 for photo-voltaic (solar) systems.

- During the period of July 1, 2021 - June 30, 2022, Code Compliance received 229 requests to investigate 269 different complaints, including 118 complaints for building violations, 34 complaints for land use violations, 23 complaints for junk and debris, 69 complaints about weeds, 32 complaints for inoperative vehicles and 27 complaints about operating without a business license.
- During the period of July 1, 2021 - June 30, 2022, Environmental Health Consumer Protection staff completed 3,188 routine inspections throughout Solano County for the food program, housing program, recreational health program, and body art, including 2,272 routine inspections at 1,727 permanent retail food establishments to ensure safe food handling practices were being used, and responded to 495 initial complaints concerning the areas of food protection, housing, and waste management programs.
- During the period of July 1, 2021 - June 30, 2022, the Planning Division evaluated 6 Use Permits, 6 Minor Use Permits, 3 Administrative Permits, 4 Lot Line Adjustment, 5 Minor Subdivision, 6 Sign Permits, 10 certificates of compliance, 1 Policy Plan Overlay, 5 rezoning petitions, 6 waivers, 44 address assignments, 33 business license applications, an estimated 600 building permit plan checks, and an estimated 282 business license reviews to ensure compliance with zoning regulations.
- During the period of July 1, 2021 - June 30, 2022, Hazardous Materials staff performed 616 inspections of businesses in Solano County that handle reportable quantities of hazardous materials to ensure that their chemical inventories were accurate and that their emergency response plans were complete. They also conducted 175 inspections of underground fuel tanks to ensure they were not leaking (these are now counted by facility and not by individual tanks), 315 hazardous waste inspections, 8 CalARP inspections (sites with extremely hazardous materials), 70 APSA inspections for aboveground petroleum storage, and 96 routine inspections at businesses that generate or haul waste tires to ensure compliance with State requirements for the Waste Tire Enforcement Program.
- During the period of July 1, 2021 – June 30, 2022, Environmental Health Technical Program staff issued 12 State Small Water System permits, 195 Water Well permits, and 111 Onsite Wastewater Treatment System permits. Local Enforcement Agency staff conducted 343 inspections at 37 permitted solid waste facilities including open and closed landfills, compost facilities, material transfer/processing stations, and refuse vehicles.
- During the period of July 1, 2021- June 30, 2022, Environmental Health Services Division staff implemented a contract with the Fairfield Suisun Sewer District by performing storm water inspections at 116 retail food establishments and businesses handling reportable quantities of hazardous materials to ensure that grease traps were being maintained and hazardous chemicals were not discharged into the sewer system within the district's boundaries.

2910 – Fund 001-Resource Management

Functional Area Summary

Terry Schmidtbauer, Director of Resource Management  
Other Protection

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	516,368	578,749	624,936	46,187	8.0%
PLANNING SERVICES	335,087	654,355	793,360	139,005	21.2%
CODE ENFORCEMENT	24,746	24,255	43,005	18,750	77.3%
BUILDING & SAFETY SERVICES	1,889,904	1,922,948	1,730,300	(192,648)	(10.0%)
ENVIRONMENTAL HEALTH SERVICES	4,466,803	4,418,665	4,649,534	230,869	5.2%
HAZARDOUS MATERIALS PROGRAM	1,721,221	1,904,983	1,790,317	(114,666)	(6.0%)
INTEGRATED WASTE MANAGEMENT	705,362	828,437	1,013,325	184,888	22.3%
LEAD-BASED PAINT ABATEMENT	0	1,147,614	1,115,533	(32,081)	(2.8%)
<b>TOTAL REVENUES</b>	<b>9,659,491</b>	<b>11,480,006</b>	<b>11,760,310</b>	<b>280,304</b>	<b>2.4%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	2,254,075	2,319,636	2,763,876	444,240	19.2%
PLANNING SERVICES	2,360,134	3,273,574	3,397,078	123,504	3.8%
CODE ENFORCEMENT	472,212	810,056	931,883	121,827	15.0%
BUILDING & SAFETY SERVICES	1,495,810	1,606,944	1,642,512	35,568	2.2%
ENVIRONMENTAL HEALTH SERVICES	3,960,894	4,813,806	5,236,529	422,723	8.8%
HAZARDOUS MATERIALS PROGRAM	1,684,735	1,971,461	2,127,910	156,449	7.9%
INTEGRATED WASTE MANAGEMENT	710,470	812,000	1,013,325	201,325	24.8%
LEAD-BASED PAINT ABATEMENT	0	1,446,345	1,115,533	(330,812)	(22.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>12,938,330</b>	<b>17,053,822</b>	<b>18,228,646</b>	<b>1,174,824</b>	<b>6.9%</b>
<b>NET COUNTY COST</b>					
ADMINISTRATION	1,737,707	1,740,887	2,138,940	398,053	22.9%
PLANNING SERVICES	2,025,047	2,619,219	2,603,718	(15,501)	(0.6%)
CODE ENFORCEMENT	447,466	785,801	888,878	103,077	13.1%
BUILDING & SAFETY SERVICES	(394,094)	(316,004)	(87,788)	228,216	(72.2%)
ENVIRONMENTAL HEALTH SERVICES	(505,909)	395,141	586,995	191,854	48.6%
HAZARDOUS MATERIALS PROGRAM	(36,486)	66,478	337,593	271,115	407.8%
INTEGRATED WASTE MANAGEMENT	5,108	(16,437)	0	16,437	(100.0%)
LEAD-BASED PAINT ABATEMENT	0	298,731	0	(298,731)	(100.0%)
<b>NET COUNTY COST</b>	<b>3,278,839</b>	<b>5,573,816</b>	<b>6,468,336</b>	<b>894,520</b>	<b>16.0%</b>

<b>STAFFING</b>					
ADMINISTRATION	7	8	8	0	0.0%
PLANNING SERVICES	9	10	10	0	0.0%
CODE ENFORCEMENT	2	3	3	0	0.0%
BUILDING & SAFETY SERVICES	7	7	7	0	0.0%
ENVIRONMENTAL HEALTH SERVICES	21	21	21	0	0.0%
HAZARDOUS MATERIALS PROGRAM	7	7	7	0	0.0%
INTEGRATED WASTE MANAGEMENT	1	1	1	0	0.0%
<b>TOTAL STAFFING</b>	<b>54</b>	<b>57</b>	<b>57</b>	<b>0</b>	<b>0.0%</b>



**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$280,304 or 2.4% in revenues and an increase of \$1,174,824 or 6.9% in appropriations when compared to FY2022/23 Adopted Budget. As a result, the Net County Cost increased by \$894,520 or 16.0%.

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 Recommended Budget includes a \$280,304 increase in revenues primarily due to the following:

- Licenses, Permits and Franchises revenue of \$8,056,129 reflect a net increase of \$96,665 or 1.2% primarily from increases in fees and permits related to food facilities, solid waste facilities, and penalties from past due accounts. This is offset by a decrease in building permit revenues resulting from fewer anticipated large construction and remodeling projects.
- Intergovernmental Revenues of \$528,243 reflect a decrease of \$98,738 or 15.7% due to a reduction in Federal Emergency Management Agency (FEMA) reimbursements for costs incurred responding to the LNU Lightning Complex fire.
- Charges for Services of \$3,125,938 reflect an increase of \$272,377 or 9.5% primarily related to the reimbursement of contract costs to update the integrated waste management plan and complete environmental impact reports for major subdivisions.

Primary Costs

The Recommended Budget includes a \$1,174,824 increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect a net increase of \$61,647 or 0.6% due to negotiated and approved labor contracts and the use of extra help staff to assist with workload demands. This is offset by an increase in salary savings due to anticipated vacancies throughout the year.
- Services and Supplies reflect an increase of \$806,395 or 16.6% primarily due to increases in insurance costs, contracts to update the integrated waste management plan and complete environmental impact reports for major subdivisions, and Central Data Processing charges.
- Other Charges reflect a net increase \$359,958 or 15.0% due to an increase in Countywide Administrative Overhead costs, offset by decreases in contributions to the City of Vallejo to conduct studies on the Lakes Water System and the Solano Transportation Authority for Housing Element work.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

Contractual and Other Professional Work that is revenue offset includes:

- \$640,000 for lead abatement reimbursed by lead paint settlement funds.
- \$300,000 for environmental impact report work paid by the applicants.
- \$200,000 for lead assessment reimbursed by lead paint settlement funds.
- \$168,590 for work to implement energy efficiency programs countywide paid by the Bay Area Regional Energy Network.
- \$150,000 to update the integrated waste management plan including a component of the climate action plan.
- \$150,000 for Accela support and enhancement mostly reimbursed by the hazardous materials enforcement trust fund and permit fee revenue.
- \$100,000 for continuing research on the land application of biosolids paid from fees collected from the applicators.
- \$82,000 for a contractor to assist with K-12 educational fieldtrips and community cleanups paid from integrated waste revenues.

Terry Schmidtbauer, Director of Resource Management  
Other Protection

Contractual and Other Professional Work that is General Fund supported includes:

- \$100,000 for General Plan Updates.
- \$100,000 for consultants to assist in processing various land use projects, zoning updates, noise ordinance, events regulations, public outreach policy, Suisun Valley strategic plan implementation, economic development plan, and continuation of Pleasants Valley Road outreach.

Fixed Assets

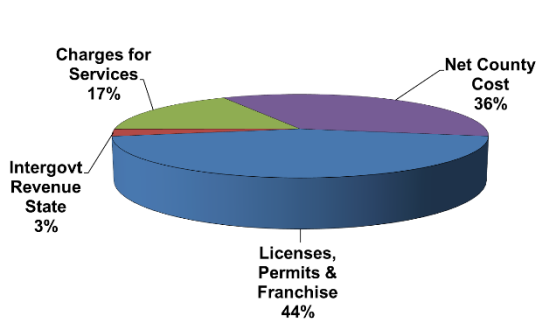
None.

**DEPARTMENT COMMENTS**

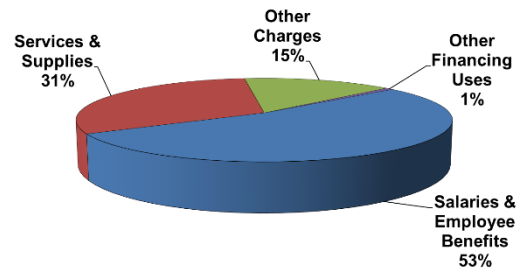
The department is driven largely by permit activity, special projects to address Board directives, and work to meet State requirements. During FY2023/24, the department will be involved in several ongoing and new projects at the request of the Board or in response to new State laws. These include staff participation in State Route 37 resiliency and Solano 360 Fairground of the Future projects, update of the Integrated Waste Management Plan and the County’s Climate Action Plan, initial work to begin the process of updates to the General Plan, implementation of Lead Paint Abatement Work Plan, involvement in economic development activities and Board approved American Rescue Plan Act (ARPA) projects, and continued work to assist in implementation of the Middle Green Valley Specific Plan and Suisun Valley Strategic Plan. The department will also be involved with continued review of Williamson Act contracts and efforts to implement the new SB 1383 organics diversion and recovery mandates from the State.

The department continues to monitor impacts resulting from higher interest rates and the pending economic uncertainty it creates. Currently, the department continues to experience a high-level of permit activity, resulting in additional demands from the public and businesses for assistance and service, which must be balanced with meeting mandated State inspection or program implementation requirements. These requirements continue to place increased demands on staff and the department is shifting available staff based on current workload as well as implementing a variety of technology improvements, from electronic plan review to computer-to-computer data transfers with State agencies to help increase staff efficiencies. The department continues its involvement in more regional activities, such as review of affordable housing opportunities to help underserved populations. At the same time, there has been significant turnover in staff and staff vacancies during periods of high work demand. The department will explore methods to retain and attract staff through training and outreach. As the costs for providing these services and implementing these programs increases, the department will continue to balance its mission to provide service to the public and businesses and to protect public health and safety, while also looking for methods to generate revenue and control costs to limit impacts to businesses and the General Fund.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

**2910 – Fund 001-Resource Management  
Terry Schmidtbauer, Director of Resource Management  
Other Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	7,629,829	7,959,464	8,056,129	96,665	1.2%
INTERGOVERNMENTAL REV STATE	320,228	496,653	497,243	590	0.1%
INTERGOVERNMENTAL REV FEDERAL	0	99,328	0	(99,328)	(100.0%)
INTERGOVERNMENTAL REV OTHER	10,591	31,000	31,000	0	0.0%
CHARGES FOR SERVICES	1,334,285	2,853,561	3,125,938	272,377	9.5%
MISC REVENUE	364,558	40,000	50,000	10,000	25.0%
<b>TOTAL REVENUES</b>	<b>9,659,491</b>	<b>11,480,006</b>	<b>11,760,310</b>	<b>280,304</b>	<b>2.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	7,971,112	9,675,024	9,736,671	61,647	0.6%
SERVICES AND SUPPLIES	2,901,581	4,853,362	5,659,757	806,395	16.6%
OTHER CHARGES	1,960,927	2,406,856	2,766,814	359,958	15.0%
OTHER FINANCING USES	159,546	164,117	139,130	(24,987)	(15.2%)
INTRA-FUND TRANSFERS	(54,836)	(45,537)	(73,726)	(28,189)	61.9%
<b>TOTAL APPROPRIATIONS</b>	<b>12,938,330</b>	<b>17,053,822</b>	<b>18,228,646</b>	<b>1,174,824</b>	<b>6.9%</b>
<b>NET COUNTY COST</b>	<b>3,278,839</b>	<b>5,573,816</b>	<b>6,468,336</b>	<b>894,520</b>	<b>16.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

General liability Insurance costs are increasing by \$744,436 which is 250% higher than FY2022/23 based on the department's share of costs and past loss activity.

**SUMMARY OF POSITION CHANGES**

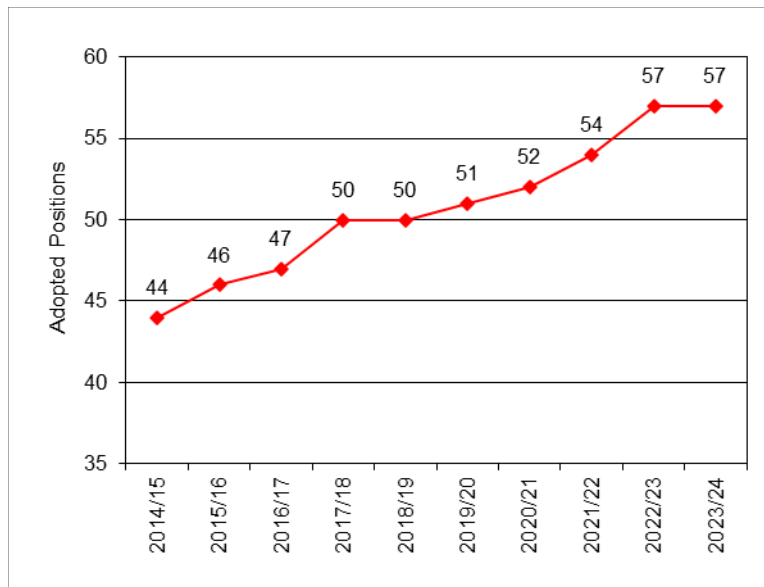
Changes in position allocations since the adoption of the FY2022/23 Budget are provided below.

On March 7, 2023, as part of the Midyear Financial Report, the following position changes were approved:

- Extended 1.0 FTE Limited-Term Building Permit Tech II position through June 30, 2025, to provide additional staff to support for LNU Lightning Complex fire recovery efforts. Currently, 133 permits have been issued to rebuild the 309 homes destroyed by the fire.

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Costs are included to cover expenses for increased use of a Hearing Officer as abatement activity is anticipated to increase given the Board’s adoption of administrative penalties and cost reimbursement to abate nuisances. The department will monitor the use of the Hearing Officer and recommend any additional budgetary adjustments at Midyear, if necessary.

An update to the General Plan’s Housing Element is anticipated to be completed by summer 2023. The Regional Housing Needs Allocation (RHNA) process and county housing obligations are likely to put pressure on the County to increase housing options in the unincorporated area which may require consideration of Zoning Code and General Plan changes. The department is also exploring options to incentivize construction of secondary or accessory dwelling units with Board direction.

The department’s Building and Safety Division and Environmental Health Hazardous Materials Section will continue to be involved in the recovery and rebuilding of the LNU Lightning Complex Fire impacted properties. Rebuilding has been incentivized in this area through a Board approved 30% reduction in most development-related permit fees charged by the department. However, other factors such as private insurance reimbursement, cost of materials, and other economic factors appear to be constraining the rebuilding process in the area. The department will continue to evaluate the effectiveness of this fee reduction in incentivizing rebuilding efforts and may request the Board to consider an extension or other options as necessary prior to the fee reduction expiration on March 2, 2024.

Solano County continues implementation of the Lead-Based Paint Abatement program from a settlement award (approximately \$4.9 million) from a joint lawsuit filed against the paint industry by Solano County and nine other counties and cities. This funding is being used for implementing an outreach, educational and abatement program with the goal of mitigating lead-impacted homes with young children throughout the County. All recipients of the settlement funds are experiencing delays and difficulties with assessment and abatement based upon shortages of qualified and available contractors to perform remediations. Staff, in coordination with General Services, proposes a unique approach to use on-call contractors and the newly reinstated Job Order Contracting platform in a pilot project test to carry out the remediation and lead abatement of the lead-impacted properties. Based upon the results of this pilot project, full rollout will commence, or staff will need to find alternative methods for remediation which may impact the total number of remediations completed and extend the timeline for full completion of the program.

CalRecycle SB 1383 regulations became effective on January 1, 2022. These regulations aim to achieve a 75% solid waste reduction by year 2025 compared to the 2014 levels by enhancing recycling of organic waste. This will continue to result in an increasing workload for department staff, specifically those in the Integrated Waste and Environmental Health programs. This work includes outreach, education, and inspection of facilities that must adhere to the newly adopted organic recycling and recovery

## Functional Area Summary

## 2910 – Fund 001-Resource Management Terry Schmidtbauer, Director of Resource Management Other Protection

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mandates in order to assist them with achieving full compliance ahead of the State's mandatory enforcement requirement on January 1, 2024.

The department will begin several significant, long-term, countywide planning updates including an update to the Countywide Integrated Waste Management Plan which is due by January 2025 to plan for the next 15-year disposal period of municipal solid waste. The update will require a consultant, community meetings, and approval by resolution from each local governing authority within the County.

**2910 – Fund 001-Resource Management**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1450 DELTA WATER ACTIVITIES	144,304	243,274	300,187	56,913	23.4%
1904 SURVEYOR/ENGINEER	37,078	40,800	40,800	0	0.0%
1950 SURVEY MONUMENT	9,514	9,843	10,600	757	7.7%
8215 HOME 2010 PROGRAM	28,975	423	2,500	2,077	491.0%
8220 HOMEACRES LOAN PROGRAM	37,213	6,480	35,000	28,520	440.1%
1510 HOUSING & URBAN DEVELOPMENT	2,808,122	3,700,000	3,300,000	(400,000)	(10.8%)
2950 FISH/WILDLIFE PROPAGATION PROG	3,771	3,612	4,000	388	10.7%
7000 PARKS & RECREATION	2,319,877	2,238,063	2,473,264	235,201	10.5%
<b>APPROPRIATIONS</b>					
1450 DELTA WATER ACTIVITIES	747,686	1,054,320	1,099,406	45,086	4.3%
1904 SURVEYOR/ENGINEER	140,957	140,921	221,306	80,385	57.0%
1950 SURVEY MONUMENT	337	55,536	1,154	(54,382)	(97.9%)
8215 HOME 2010 PROGRAM	0	0	0	0	0.0%
8220 HOMEACRES LOAN PROGRAM	74,456	75,401	241,614	166,213	220.4%
1510 HOUSING & URBAN DEVELOPMENT	2,808,122	3,700,000	3,300,000	(400,000)	(10.8%)
2950 FISH/WILDLIFE PROPAGATION PROG	6,474	11,384	12,202	818	7.2%
7000 PARKS & RECREATION	2,058,956	2,271,566	2,558,826	287,260	12.6%
<b>NET CHANGE</b>					
1450 DELTA WATER ACTIVITIES	603,382	811,046	799,219	(11,827)	(1.5%)
1904 SURVEYOR/ENGINEER	103,879	100,121	180,506	80,385	80.3%
1950 SURVEY MONUMENT	(9,177)	45,693	(9,446)	(55,139)	(120.7%)
8215 HOME 2010 PROGRAM	(28,975)	(423)	(2,500)	(2,077)	0.0%
8220 HOMEACRES LOAN PROGRAM	37,243	68,921	206,614	137,693	199.8%
1510 HOUSING & URBAN DEVELOPMENT	0	0	0	0	0.0%
2950 FISH/WILDLIFE PROPAGATION PROG	2,703	7,772	8,202	430	5.5%
7000 PARKS & RECREATION	(260,921)	33,503	85,562	52,059	155.4%

A summary of the budgets administered by the Department of Resource Management is provided on the following pages.

**Summary of Other Administered Budgets 1450 – Fund 001-Water Res & Delta Water Activities**  
**Terry Schmidtbauer, Director of Resource Management**  
**Legislative & Administration**

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**DEPARTMENT PURPOSE**

The Water Resources and Delta Water Activities program 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 and is a Division of the Department of Resource Management. It provides support to Board Supervisors, the Board's Legislative Committee, and County departments in evaluating water-related legislation and bond initiatives, regulations, and policy and project development.

**FUNCTION AND RESPONSIBILITIES**

This budget unit addresses federal, State, and local water-related planning and project proposals with potential impacts to Solano County. These include the ever-changing Delta Water Tunnel plan to convey water supplies south via a new, single, large-scale tunnel infrastructure, posing significant impacts to the Delta region, including Solano County. State and federal proposed flood infrastructure improvements and habitat restoration programs, such as those in the Cache Slough and the Yolo By-Pass region, have direct and indirect impacts on agricultural lands within the County's jurisdictional area if implemented. The division staff also provides technical support to various water/Delta-related committees including the Solano Subbasin Groundwater Sustainability Agency, Delta Counties Coalition, Yolo Bypass Partnership, and the Solano Water Agency Commission among others. Recently, in FY2022/23 and continuing into FY2023/24, this budget unit also assisted in developing and overseeing infrastructure projects funded through ARPA as approved by the Board. The division is staffed with a program manager and a hydro-geological analyst position, with support from other technical professionals in the Department of Resource Management, as well as utilization of consultants and contractors.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- The level of activity in FY2022/23 continues to warrant commitment of significant staff resources on behalf of the County including completing the Cache Slough Habitat Conservation Plan (HCP) to provide endangered species incidental take permits for continued water intake capabilities for agricultural operations in the Cache Slough region. The administrative draft HCP was submitted to the federal and State wildlife agencies for review in November 2022. Throughout FY2024/25, the department will be negotiating with the US Fish and Wildlife Service (USFWS), US National Marine Fisheries Service (NMFS), and the California Department of Fish and Wildlife (CDFW), collectively referred to as "Agencies" to finalize the HCP. Upon successful completion of the HCP, staff will coordinate with the Department of Water Resources (DWR) to develop associated environmental documents to comply with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) and apply for 30-year incidental take permits. Upon permit issuance, staff will be initiating long-term implementation of HCP mitigation actions. As part of the Lookout Slough settlement agreement in 2020, DWR is to provide up to \$200,000 per year for 10 years for staff to oversee the HCP implementation. The division is coordinating with DWR to secure additional resources to progress the HCP toward completion.
- Coordinated with the DWR, local reclamation districts, and flood management engineers on overseeing state-funded flood risk reduction projects in the Cache Slough Region. Staff will continue to coordinate with lead agencies in FY2023/24 as part of completing and implementing flood management projects including assisting local agencies in securing funding for ongoing priority levee project work.
- Staff participate in various technical advisory and ad hoc work groups for the Solano Subbasin Groundwater Sustainability Agency (GSA) for implementation of the long-term goals in the Solano Subbasin Groundwater Sustainability Plan (GSP), which was submitted to DWR in 2022. Staff also assists the various GSAs in developing annual and five-year updates to the GSP.
- Staff oversee and/or coordinate with other County departments and local agencies on additional ongoing and proposed water, wastewater, and drainage projects and programs, including: coordination with the City of Vallejo on the Lakes Water System improvements; participation on the Solano Water Advisory Commission; assisting other staff in Water Resources and Delta Water Activities and working groups; continued monitoring of the proposed Delta Water Tunnel project; participation in meetings, media outreach, and messaging of the Delta Counties Coalition; and engagement with State and federal agencies on large-scale ecosystem and flood planning efforts in the Yolo Bypass/Cache Slough region. This work has evolved and will continue to include ongoing interactions on several levels to obtain a suite of regional protection assurances for agriculture,

# 1450 – Fund 001-Water Res & Delta Water Activities Summary of Other Administered Budgets

## Terry Schmidtbauer, Director of Resource Management

### Legislative & Administration

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property owners, businesses, and residents. The many potential large-scale ecosystem projects with clear impacts to agriculture will require staff efforts and add urgency for solutions involving collaborative approaches and new programs to address potential impacts in FY2023/24 and beyond.

#### Accomplishments:

- American Rescue Plan Act (ARPA) – Coordinated with County departments and other local agencies to identify, select, and present priority water and wastewater infrastructure projects for funding consideration by the Board. In 2022, the Board of Supervisors directed \$7,595,500 in ARPA funds toward eleven water resources infrastructure projects. Staff will coordinate with other County staff and consultant team experts to implement the projects through FY2025/26.
- Delta Conveyance “Tunnel” Project - In May 2022, presented to the Board of Supervisors an overview of the Delta Conveyance “Tunnel” Project and activities of the Delta Counties Coalition (DCC) advocacy to protect the Delta. At that time, the Board adopted Resolution No. 2022-103, reaffirming support for the efforts of the DCC including safeguarding actions to protect the Delta. Throughout FY2022/23, staff in coordination with DCC staff and representatives, conducted outreach to local communities in the Delta about the State’s proposed Tunnel project and potential long-term impacts of the project. Staff also developed and submitted comments to the State and federal agencies regarding impacts to Solano County and Delta communities associated with the Tunnel project.
- Cache Slough HCP - Prepared and submitted the Cache Slough Habitat Conservation Plan (HCP) to the Wildlife Agencies and coordinated with DWR to initiate negotiations with the required agencies in order to complete the HCP by FY2024/25.
- Cache Slough Public Access and Recreation - Initiated public outreach meetings in coordination with staff from the CDFW and DWR toward exploring, preserving, and developing public recreational opportunities in the Cache Slough Sacramento-San Joaquin Delta area as part of a 2022 Memorandum of Understanding between Solano County, CDFW, and DWR. During FY2023/24, staff from each agency will evaluate and develop a proposed plan based on public feedback for consideration.
- Groundwater Sustainably Plan (GSP) - Coordinated with representatives of the Solano Subbasin Groundwater Sustainability Agency (GSA) to complete and submit the final Groundwater Sustainability Plan (GSP) to DWR in January 2022. Staff will continue coordinating and providing assistance to GSAs on GSP implementation, annual and five-year updates and identifying priority management actions toward meeting long-term water management sustainability goals.
- Yolo Bypass Cache Slough Partnership – In October 2022, the program manager presented at the Yolo Bypass Cache Slough Partnership Executive Meeting on the importance of ensuring agriculture vitality as part of the long-term vision in the Yolo Bypass. The Partnership is comprised of representatives from 15 local, State, and federal agencies in the Yolo Bypass/Cache Slough region working toward a common vision for the region under the Yolo Bypass Cache Slough Partnership Multibenefit Program, established by State law in 2021. Staff also participated in Partnership subcommittees toward furthering the goals of flood risk reductions, and agriculture vitality development of the HCP, among other goals.
- Cache Slough Landowner Coordination – Facilitated periodic meetings with landowners in the Cache Slough region to hear their concerns, disseminate information and inform agencies and residents about projects that have significant impacts to their communities, and also to inform direction as part of the HCP and recreational plan development.

#### **DEPARTMENT BUDGET SUMMARY**

The Recommended Budget represents an increase of \$56,913 or 23.4% in revenues and an increase of \$45,086 or 4.3% in appropriations when compared to FY2022/23 Adopted Budget. As a result, the Net County Cost decreased by \$11,827 or 1.5%. This department is funded primarily by the General Fund.

The increase of \$56,913 in revenue is primarily for a multi-year agreement with the Department of Water Resources (DWR) to develop a Cache Slough Habitat Conservation Plan and a credit per the Countywide Administrative Overhead plan.

#### Primary Costs

The FY2023/24 Recommended Budget increased primarily due to the following:

- Salaries and Employee Benefits increased by \$47,019 due to negotiated and approved labor contracts and increases in health insurance and retirement costs.



**Summary of Other Administered Budgets 1450 – Fund 001-Water Res & Delta Water Activities**  
**Terry Schmidtbauer, Director of Resource Management**  
**Legislative & Administration**

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- Services and Supplies increased by \$12,890 due primarily to an increase in professional services for contract work to develop a Cache Slough Habitat Conservation Plan. This work is reimbursable by the Department of Water Resources grant, which also increased in FY2023/24.
- Intrafund Transfers decreased by \$15,911 primarily due to a decrease in reimbursable staff time spent by other divisions on Water Resources & Delta Activities work.

Contracts

The FY2023/24 Recommended Budget includes a total of \$461,050 or 41.9% in contracted services which includes the following significant contracts:

- \$209,430 ICF Jones & Stokes contract to continue negotiations with wildlife agencies as part of phases two and three of the Cache Slough Habitat Conservation Plan and initiate programmatic environmental review, which is reimbursed by the Department of Water Resources.
- \$60,000 for additional Cache Slough, Yolo Bypass, and water-related assistance.
- \$50,000 for Consero to assist with Yolo Bypass Partnership coordination and outreach for the County's water master plan development.
- \$49,000 for Consero to assist with Cache Slough outreach, the implementation of a public access MOU, and assist with grant research and applications.
- \$37,620 for Shaw/Yoder/Antwih Associates to provide legislative and regulatory advocacy services specific to Delta water issues.
- \$35,000 for the County's share of the Delta Counties Coalition Coordinator services (contract administered by Sacramento County).
- \$20,000 for the County's share of continued work by Soluri Meserve to assist Solano, Contra Costa, and San Joaquin Counties as part of the Delta Counties Coalition coordination.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The Water Resources and Delta Water Activities budget continues to support an increasing number of complex water-related issues and is overseeing long-term projects that will have lasting effects on Solano County. Staff monitors various commissions, councils and committees, and coordinates with contractors and other professional experts to respond to issues involving the Delta. Manager-led work teams utilizing staff from other divisions in the department and within the County have been utilized in the past to accomplish goals. There is an increasing level of technical oversight work under the Water and Natural Resources Program, along with monitoring, coordinating, and interacting with various flood and delta-centric agencies, programs, and projects. The division is in the process of implementing several long-term and complex projects, plans and agreements that will need additional support to fully oversee and implement. Specifically, coordinating with GSAs toward implementation of management actions identified in the GSP, completing of the Cache Slough Habitat Conservation Plan, and overseeing completion of the 11 ARPA-funded water infrastructure projects.

The Department of Resource Management has been successful in establishing partnerships with other local agencies to accomplish tasks and shared costs to achieve mutually beneficial outcomes. While the department believes the Recommended Budget can address work demands to protect County interests 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.

**1450 – Fund 001-Water Res & Delta Water Activities Summary of Other Administered Budgets**  
**Terry Schmidtbauer, Director of Resource Management**  
**Legislative & Administration**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	144,304	194,926	229,430	34,504	17.7%
INTERGOVERNMENTAL REV FEDERAL	0	1,515	0	(1,515)	(100.0%)
CHARGES FOR SERVICES	0	46,833	70,757	23,924	51.1%
<b>TOTAL REVENUES</b>	<b>144,304</b>	<b>243,274</b>	<b>300,187</b>	<b>56,913</b>	<b>23.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	388,737	468,649	515,668	47,019	10.0%
SERVICES AND SUPPLIES	271,152	513,563	526,453	12,890	2.5%
OTHER CHARGES	38,114	1,029	1,500	471	45.8%
OTHER FINANCING USES	3,877	4,717	5,334	617	13.1%
INTRA-FUND TRANSFERS	45,805	66,362	50,451	(15,911)	(24.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>747,686</b>	<b>1,054,320</b>	<b>1,099,406</b>	<b>45,086</b>	<b>4.3%</b>
<b>NET COUNTY COST</b>	<b>603,382</b>	<b>811,046</b>	<b>799,219</b>	<b>(11,827)</b>	<b>(1.5%)</b>

<b>STAFFING</b>					
DELTA WATER ACTIVITIES	2	2	2	0	0.0%
<b>TOTAL STAFFING</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Salaries and Employee Benefits are increasing by \$47,019 due to negotiated and approved labor contracts.
- State Other revenue is increasing by \$34,504 due to a multi-year agreement with the Department of Water Resources (DWR) to develop a Cache Slough Habitat Conservation Plan.
- Countywide Administrative Overhead revenue increased by \$23,924 due to a credit.

**SUMMARY OF POSITION CHANGES**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Water Resources and Delta Water Activities Department continues to support an increasing number of complex water-related issues and oversees long-term projects that will have lasting effects on Solano County and the region.

With ongoing and increasing volatility of climatic impacts, from longer droughts to increased risks from fire and floods, staff has been collaborating with other local, State and federal agencies to identify near-term and long-term actions to help meet the county's water resource and infrastructure needs as part of the 20-year implementation of the Solano Subbasin Groundwater Sustainability Plan, including identifying priority project and policy considerations to ensure long-term water supply reliability throughout the County.

The State's proposed Delta Conveyance "Tunnel" Project will continue to require continued consultant expertise and staff time as well as legal support to monitor and provide timely comments on the various permits and permissions proposed for the project.

**FUNCTION AND RESPONSIBILITIES**

The Surveyor/Engineer Budget exists to fund non-road-related surveying and engineering services provided to the public. Services funded include map checking of parcel maps, subdivision maps and records of survey; the reproduction of maps on file; parcel map indexing for records of survey; map amendment correction and survey filing; and filing of corner records. Map checking services are performed for the cities of Benicia, Dixon, and Suisun City on a reimbursable basis. In addition, the division maintains a central repository and source of information on non-road surveying and engineering matters and responds to public requests for information and service. The work is performed by Public Works Engineering Division employees on a reimbursable basis through fees for services, or the General Fund.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and an increase of \$80,385 or 57.0% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net County Cost increased by \$80,385 or 80.3%. The increase in appropriations is primarily due to an increase of \$100,000 in professional services to backfill the vacant County Surveyor position until it is filled.

Contracts

The FY2023/24 Recommended Budget includes the following significant contract:

- \$100,000 for land surveyor contracted services to perform map check and development review services.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CHARGES FOR SERVICES	37,078	40,800	40,800	0	0.0%
<b>TOTAL REVENUES</b>	<b>37,078</b>	<b>40,800</b>	<b>40,800</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	0	100,000	100,000	100.0%
OTHER CHARGES	140,957	140,921	121,306	(19,615)	(13.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>140,957</b>	<b>140,921</b>	<b>221,306</b>	<b>80,385</b>	<b>57.0%</b>
<b>NET COUNTY COST</b>	<b>103,879</b>	<b>100,121</b>	<b>180,506</b>	<b>80,385</b>	<b>80.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The department has seen a general decline in current land use development and map check services for small development. However, there have been several larger development projects that continue to require extensive service and review. The recent retirement of the County Surveyor has led the department to retain contracted land surveying services at significant cost. The department continues to evaluate potential fees and administrative adjustments to cover a larger percentage of the Surveyor/Engineer’s budget.

**1950 – Fund 281-Survey Monument Preservation      Summary of Other Administered Budgets**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other General**

**FUNCTION AND RESPONSIBILITIES**

The Survey Monument Preservation Budget exists to account for and fund the establishment of survey monuments at critical points in the County, including within the cities. Survey monuments are markers of known location and elevation set at key points throughout the County for use as reference points when entities survey property for land development and public works construction projects. The work is funded by a small fee imposed on recorded deeds and is performed by Public Works Engineering Division employees on a reimbursable basis.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$757 or 7.7% in revenues and a decrease of \$54,382 or 97.9% in appropriations when compared to the FY2022/23 Adopted Budget. The decrease in appropriations is due to the deferral of a contract and associated costs for survey monument repair and replacement until the County Surveyor position vacancy is filled. It is currently anticipated that this work will be performed in FY2024/25.

Fixed Assets

None.

See related Budget Unit 9123 – Fund 281 Contingencies (refer to Contingences section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP CHARGES FOR SERVICES	284 <u>9,230</u>	443 <u>9,400</u>	1,200 <u>9,400</u>	757 <u>0</u>	170.9% <u>0.0%</u>
<b>TOTAL REVENUES</b>	<b>9,514</b>	<b>9,843</b>	<b>10,600</b>	<b>757</b>	<b>7.7%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES OTHER CHARGES	0 <u>337</u>	50,000 <u>5,536</u>	0 <u>1,154</u>	(50,000) <u>(4,382)</u>	(100.0%) <u>(79.2%)</u>
<b>TOTAL APPROPRIATIONS</b>	<b>337</b>	<b>55,536</b>	<b>1,154</b>	<b>(54,382)</b>	<b>(97.9%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(9,177)</b>	<b>45,693</b>	<b>(9,446)</b>	<b>(55,139)</b>	<b>(120.7%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Until a new County Surveyor is retained, monument preservation work will be deferred.

**FUNCTION AND RESPONSIBILITIES**

This budget unit is part of Fund 105, which includes past housing rehabilitation programs funded under Community Development Block Grants (CDBG) and the State Housing and Community Development HOME Investments Partnership Program (HOME) that provided low-interest loans to income-qualified homeowners to conduct housing rehabilitation work to address health and safety problems and bring structures up to current building codes. While grant programs have closed (CDBG 1999, CDBG 2000, HOME 2006, HOME 2010), funds return to the County as program income when property owners sell or refinance their homes. Each funding source maintains its own dedicated fund balance. The program income from the repayment of loans is made available to loan to other qualified homeowners, based on the lending guidelines of the originating grant program, as part of a revolving loan fund. Fund 105 represents approximately \$1 million in loans from four programs, with repayment schedules primarily linked to the sale or refinancing of residences.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,077 or 491.0% in revenues from interest on the HOME program fund balance when compared to the FY2022/23 Adopted Budget, with no appropriation in FY2023/24.

There is no County Contribution for this program. The primary funding sources for Fund 105 are repayment of loans when property owners refinance or sell their homes, and interest earned on the fund balance.

Fixed Assets

None.

See related Budget Unit 9165 – Fund 105 Contingencies (refer to Contingencies section in the Budget), which reflect funds available for qualified low-interest loans to income-qualified homeowners.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	28,975	423	2,500	2,077	491.0%
<b>TOTAL REVENUES</b>	<b>28,975</b>	<b>423</b>	<b>2,500</b>	<b>2,077</b>	<b>491.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(28,975)</b>	<b>(423)</b>	<b>(2,500)</b>	<b>(2,077)</b>	<b>491.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

The Homeacres Loan Program 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 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 2019, the County entered into a contract with NeighborWorks Homeownership Center Sacramento Region (NeighborWorks) to update the Solano County Owner-Occupied Loan Program Guidelines and conduct initial marketing and outreach for the housing rehabilitation program to generate interest and use of this fund. Due to the COVID-19 pandemic, this work was delayed, but began again last fiscal year with contractors, Town Green and Thurmond Consulting. With their assistance, two surveys were created (in three languages) and distributed, gauging interest in home rehabilitation needs and the use of security cameras throughout the neighborhood. A satisfactory amount of interest with returned surveys was achieved. Planning Division staff plans to return to the Board in late FY2022/23 to request authorization to hire a consultant to establish program guidelines and execute the home rehabilitation and security camera program. Additional marketing and outreach efforts are anticipated in FY2023/24.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$28,520 or 440.1% in revenues and an increase of \$166,213 or 220.4% in appropriations when compared to the FY2022/23 Adopted Budget. There is no County Contribution to this fund.

Primary Funding Sources

The primary source of revenue to the fund is interest earnings and loan payoffs when they occur. Additional unanticipated revenue from loan repayment may be received during the fiscal year. Interest Income reflect an increase of \$28,520 or 440.1% when compared to FY2022/23 due to the increase in interest rates, which benefits the County’s investment pool.

Primary Costs

The Recommended Budget includes \$241,614 in appropriations which includes \$165,000 for a consultant to implement and administer a new housing rehabilitation program and \$75,000 for a contractor to continue administering the program, including actively advertising/marketing the availability of the program, gauging community interest, serving as a liaison between homeowners and building contractors as needed, and tracking individual project costs and reimbursements.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$165,000 in consulting services to implement and administer the new housing rehabilitation loan program.
- \$75,000 for marketing, community outreach, and continued administration of the program.

Fixed Assets

None.

See related Budget Unit 9129 – Fund 120 Contingencies (see Contingencies section in the Budget), which reflect funds available for low-interest loans to income-qualified homeowners.

**Summary of Other Administered Budgets**

**8220 – Fund 120-Homeacres Loan Program**

**Terry Schmidtbauer, Director of Resource Management**

**Other Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	37,213	6,480	35,000	28,520	440.1%
<b>TOTAL REVENUES</b>	<b>37,213</b>	<b>6,480</b>	<b>35,000</b>	<b>28,520</b>	<b>440.1%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	74,305	75,306	240,000	164,694	218.7%
OTHER CHARGES	151	95	1,614	1,519	1598.9%
<b>TOTAL APPROPRIATIONS</b>	<b>74,456</b>	<b>75,401</b>	<b>241,614</b>	<b>166,213</b>	<b>220.4%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>37,243</b>	<b>68,921</b>	<b>206,614</b>	<b>137,693</b>	<b>199.8%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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 and current budgetary activities are:

1517 Housing Authority

The Solano County Housing Authority (SCHA), under an agreement with the U.S. Department of Housing and Urban Development (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. From Program inception in 1978, SCHA has contracted out for the day-to-day administration and financial management of the Section 8 Housing Assistance Program and its companion Family Self-Sufficiency Program (Programs). In July 2002, the Solano County Housing Authority entered into a contractual agreement with the City of Vacaville Housing Authority (VHA) for the administration and financial management of the Programs. This Agreement is currently in the process of being updated.

The Board of Supervisors serve as the SCHA Board. The Department of Resource Management, as staff to the SCHA, is responsible for the administration of contracts with HUD and the contractual agreements for housing program administration with the City of Vacaville.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$400,000 or 10.8% in both revenue and appropriations when compared to the FY2022/23 Adopted Budget. As a result, there is no impact to fund balance. The decrease reflects the anticipated allocation from HUD to SCHA based on the federal allocation as well as voucher utilization.

The Housing Authority budget tracks the pass-through of up to \$3,300,000 million in federal revenue for the Section 8 Housing Program for the unincorporated areas of Solano County and the cities of Rio Vista and Dixon. Currently 235 families are using vouchers and have obtained housing, 22 families are qualified for vouchers and are actively searching for housing, and 111 vouchers are unused primarily due to the lack of housing and landlord participation in Dixon, Rio Vista, and unincorporated Solano County. The City of Vacaville, which administers the program for the County, will continue outreach to increase the number of rental property owners enrolled in the program allowing more residents to be served.

There is no County Contribution for this program.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

\$3,300,000 for an existing agreement with the City of Vacaville to serve as the administrator of the SCHA program.

Fixed Assets

None.



**Summary of Other Administered Budgets**

**1510 – Fund 150-Housing Authority**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV FEDERAL	2,808,122	3,700,000	3,300,000	(400,000)	(10.8%)
<b>TOTAL REVENUES</b>	<b>2,808,122</b>	<b>3,700,000</b>	<b>3,300,000</b>	<b>(400,000)</b>	<b>(10.8%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	2,808,122	3,700,000	3,300,000	(400,000)	(10.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,808,122</b>	<b>3,700,000</b>	<b>3,300,000</b>	<b>(400,000)</b>	<b>(10.8%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget. The Housing Authority is staffed by the City of Vacaville Housing Authority through an approved agreement. General program oversight is conducted by Department of Resource Management staff.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**2950 – Fund 012-Fish/Wildlife Propagation Program Summary of Other Administered Budgets**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

**FUNCTION AND RESPONSIBILITIES**

The program is responsible for distributing fine monies collected within the County from violation of Fish and Game laws and mitigation funds collected from settlements involving wetlands. Funds collected are distributed through a competitive grant process to local applicant organizations and agencies for the improvement of wildlife habitat and propagation, environmental education, and wildlife rescue. Grant awards are distributed via the Fish and Wildlife Propagation Fund (FWPF) Grant Program 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 \$388 or 10.7% in revenues and an increase of \$818 or 7.2% in appropriations when compared to the FY2022/23 Adopted Budget, resulting in a \$430 increase in the use of Fish and Wildlife Propagation fund balance.

Primary Funding Sources

The primary funding sources for the Fund are fine monies collected within the County from violation of Fish and Game laws and mitigation funds collected from settlements involving wetlands. It is anticipated that revenues from Vehicle Code Fines will be \$3,500 and interest income will be \$500, which results in a total revenue increase of \$388 when compared to the FY2022/23 Adopted Budget.

Primary Costs

The Recommended Budget includes a \$818 or a 7.2% increase in appropriations primarily due to an increase in publication and legal noticing costs. The FY2023/24 Recommended Budget includes the use of \$10,000 for grant awards.

Fixed Assets

None.

See related Budget Unit 9312 – Fund 012 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

Interest in grant awards from the fund for the betterment of our environment was lower than normal during the FY2022/23 competitive grant cycle. The department intends to increase outreach strategies and streamline the application and evaluation process in FY2023/24 and expects to award up to \$10,000 in grants for projects. The department will continue to monitor use of the Fund to ensure adequate awards can be provided during each grant cycle. If the fund balance is not sufficient in subsequent fiscal years, then the department will refrain from opening the competitive grant cycle until the fund balance is sufficient for projects to be awarded grant funding.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	3,620	3,500	3,500	0	0.0%
REVENUE FROM USE OF MONEY/PROP	151	112	500	388	346.4%
<b>TOTAL REVENUES</b>	<b>3,771</b>	<b>3,612</b>	<b>4,000</b>	<b>388</b>	<b>10.7%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	382	350	650	300	85.7%
OTHER CHARGES	6,092	11,034	11,552	518	4.7%
<b>TOTAL APPROPRIATIONS</b>	<b>6,474</b>	<b>11,384</b>	<b>12,202</b>	<b>818</b>	<b>7.2%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>2,703</b>	<b>7,772</b>	<b>8,202</b>	<b>430</b>	<b>5.5%</b>

**Summary of Other Administered Budgets 2950 – Fund 012-Fish/Wildlife Propagation Program**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

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**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Terry Schmidtbauer, Director of Resource Management  
Recreation Facility**

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**DEPARTMENTAL PURPOSE**

The Parks and Recreation Division is responsible for providing park services to the public at Solano County's four parks, Sandy Beach County Park, Lake Solano County Park, Belden's Landing Water Access Facility, and Lynch Canyon Open Space Park.

**FUNCTION AND RESPONSIBILITIES**

The functions of the Parks and Recreation Division include promoting a high quality outdoor experience and ensuring excellent customer service and safety for park patrons; park revenue fee collection; park maintenance and repairs; and being responsible stewards of our parks' resources so the parks remain available for public use and enjoyment. The division is responsible for public access, public safety, and maintenance operations of three campgrounds, two picnic areas, one sand beach, two motorized and one small craft boat launches, two fishing piers, one trail access and staging area, and the Lake Solano Nature Center. Additional responsibilities include ongoing cleaning and maintenance of over 200-acres of turf, landscaping, paved roads and parking lots, restrooms and shower buildings, a fishing pond, water wells, sewage systems, exhibits, and other park facilities, assets, and equipment.

The division, with the assistance of two contracted volunteer coordinators, administers a Park Volunteer Program that provides camp hosts, docent tours, 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:

Attendance levels at all four County parks returned to pre-COVID-19 pandemic levels and, in some instances, exceeded pre-pandemic levels. These high attendance levels (over 240,000 yearly visitors to the four parks) directly increase the amount of maintenance and customer service activities performed by staff at a time when recruitments for Extra Help Park Aides have yielded low interest. Ultimately, the additional workload impacts staff retention, customer service, and protection and maintenance of the parks. The department continues to evaluate staffing models that improve recruitment and retention.

- Increased attendance outside of the traditional peak season has resulted in increased difficulties in scheduling some of the smaller projects to maintain and improve the parks that staff typically perform.
- Lake Solano Park was impacted by the LNU Lightning Complex Fire. The fire destroyed over a mile of fencing, all maintenance equipment and supplies, a workshop, the park residence, observation decks, damaged plumbing, and electrical infrastructure, and caused extensive habitat and natural resource damage, including damage or destruction to over four hundred trees. The division continues recovery efforts while adapting public access to areas where it is safe for the public and appropriate for natural resource recovery.
- The waste vaults systems at Lake Solano have continued to present operational challenges consuming significant staff and contractor time for repairs. The system was evaluated in FY2022/23 and solutions are being developed so work may begin in FY2023/24. The work is an American Rescue Plan Act (ARPA) funded project approved by the Board in Spring 2022.

Accomplishments:

- The division continues to participate with partners such as California Department of Fish and Wildlife and the Audubon Society for wildlife habitat and migratory wildlife studies.
- Staff continue to exhibit their dedication to the public. Staff regularly adapted park operations to meet the needs of the visiting public, including expending significant effort to provide restoration and recovery work at Lake Solano Park. Working with partners such as Solano Resource Conservation District and the Putah Creek Council, staff were able to continue the revegetation of the park. This effort will be ongoing as plant and tree species that were not destroyed, but were significantly stressed, succumb to the damaging effects of fire activity.
- Staff have increased efforts at Sandy Beach Park to introduce native plantings and habitat restorations. These efforts are coordinated with Solano Resource Conservation District and include environmental education field trips linking stewardship work with watershed program content.

- In FY2022/23, the division began coordinating multiple priority capital projects, including electrical and plumbing infrastructure improvements, launch facility upgrades, and paving surface upgrades. These projects are supported by a variety of funding sources, including Consolidated Appropriations Act, Federal Lands Highway, ARPA, and grant programs.

**WORKLOAD INDICATORS**

- During the period of July 1, 2022, through June 30, 2023, Parks served a record number of visitors in excess of 240,000 at the four parks, exceeding the approximately 200,000 visitors in FY2021/22.
- Fire recovery efforts at Lake Solano Park are expected to continue through FY2023/24. Construction and installation of significant structures at the park, including park residence and maintenance yard and shop, are projected to occur into the summer months of 2023. Replacement purchases and/or installation of equipment and assets are anticipated to continue into FY2023/24. Habitat restoration work is scheduled to continue into the cooler seasons as appropriate to the specific species of native flora to ensure the highest levels of effectiveness from re-planting.
- Multiple projects are either in scoping or fully underway at the parks, ranging from routine asset maintenance and installation to multimillion dollar capital improvement projects, all of which are anticipated to require additional staff time. These projects and activities, coupled with regular maintenance and public access operations, will keep the attention of the division focused on existing projects, resulting in a temporary reduction in future planning efforts until the project load returns to a more normalized pattern.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$235,201 or 10.5% in revenues and an increase of \$287,260 or 12.6% in appropriations when compared to FY2022/23 Adopted Budget. As a result, the net fund cost is increased by \$52,059 and the Parks fund balance is decreased by \$85,562. The General Fund Contribution remains the same as FY2022/23.

Primary Funding Sources

The primary funding sources for the division are fees charged for services, property tax revenues, and ABX1 26 pass-through revenues (formerly redevelopment passthrough revenues), with the remaining funding coming from the General Fund and grants.

The Recommended Budget includes an increase of \$235,201 in revenues primarily due to the following:

- Revenue from taxes, including property taxes and ABX1-26 pass-through revenues, reflects a net increase of \$76,161 or 8.3%.
- Revenue from Charges for Services is expected to increase by \$77,000 or 12.3% primarily due to increased park usage for camping, boat launch, and day use facilities.
- Miscellaneous Revenue is projected to increase by \$74,628 or 211.0% due to an increase in anticipated insurance proceeds resulting from claims for lost revenue and staff time related to the LNU fire.

Primary Costs

The Recommended Budget includes an increase of \$287,260 or 12.6% in appropriations due to the following:

- Salaries and Employee Benefits increased by \$161,532 or 14.9% primarily due to negotiated and approved labor contracts and the addition of two Extra Help Park Aides.
- Services and Supplies increased by \$167,849 or 20.3% primarily due to increased insurance costs, central data processing charges, and utility costs.
- Other Charges increased by \$33,946 or 12.3% primarily due to increased Countywide Administrative Overhead costs.

Fixed Assets

None.

See related Budget Unit 9316 – Fund 016 Contingencies (refer to Contingencies section of the Budget).

Terry Schmidtbauer, Director of Resource Management  
 Recreation Facility

**DEPARTMENT COMMENTS**

The Recommended Budget continues the division’s current initiatives to maintain quality park facilities and open space resources, 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, such as the Solano Land Trust.

<b>DETAIL BY REVENUE</b>		<b>2022/23</b>		<b>FROM</b>	
<b>CATEGORY AND</b>	<b>2021/22</b>	<b>ADOPTED</b>	<b>2023/24</b>	<b>ADOPTED TO</b>	<b>PERCENT</b>
<b>APPROPRIATION CATEGORY</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>RECOMMENDED</b>	<b>RECOMMENDED</b>	<b>CHANGE</b>
<b>REVENUES</b>					
TAXES	944,240	920,704	996,865	76,161	8.3%
FINES, FORFEITURES, & PENALTY	171	1,200	750	(450)	(37.5%)
REVENUE FROM USE OF MONEY/PROP	15,681	21,400	29,500	8,100	37.9%
INTERGOVERNMENTAL REV STATE	8,045	7,953	7,709	(244)	(3.1%)
INTERGOVERNMENTAL REV FEDERAL	25	34	40	6	17.6%
INTERGOVERNMENTAL REV OTHER	3,904	1,900	1,900	0	0.0%
CHARGES FOR SERVICES	697,536	624,500	701,500	77,000	12.3%
MISC REVENUE	40,341	35,372	110,000	74,628	211.0%
OTHER FINANCING SOURCES	37,356	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	572,579	625,000	625,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,319,877</b>	<b>2,238,063</b>	<b>2,473,264</b>	<b>235,201</b>	<b>10.5%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	877,146	1,081,206	1,242,738	161,532	14.9%
SERVICES AND SUPPLIES	798,084	826,949	994,798	167,849	20.3%
OTHER CHARGES	321,999	276,874	310,820	33,946	12.3%
F/A EQUIPMENT	54,445	32,000	0	(32,000)	(100.0%)
OTHER FINANCING USES	7,283	54,537	10,470	(44,067)	(80.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,058,956</b>	<b>2,271,566</b>	<b>2,558,826</b>	<b>287,260</b>	<b>12.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(260,921)</b>	<b>33,503</b>	<b>85,562</b>	<b>52,059</b>	<b>155.4%</b>

<b>STAFFING</b>					
PARKS & RECREATION	7	8	8	0	0.0%
<b>TOTAL STAFFING</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

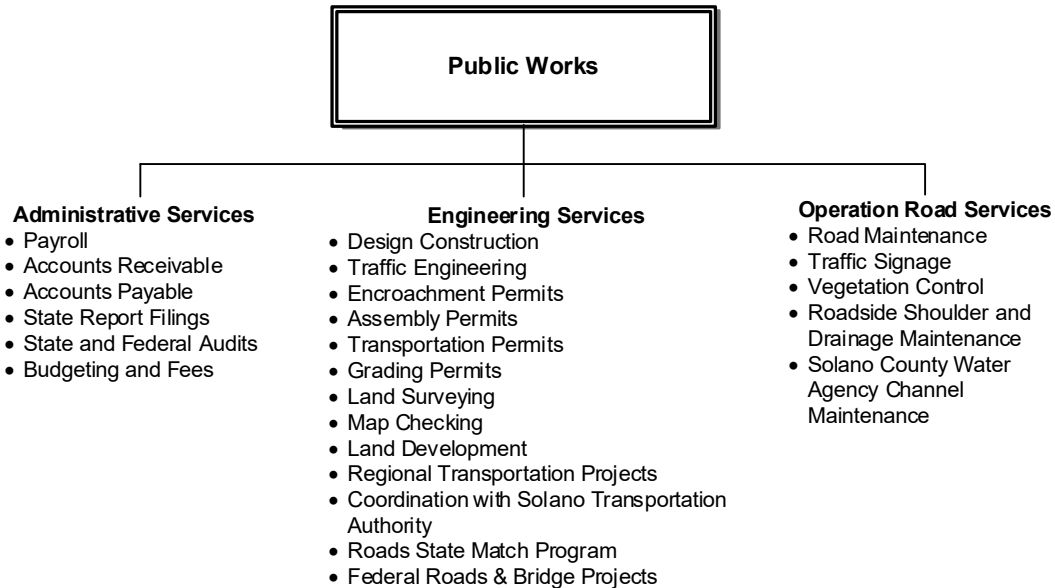
Fire continues to be a concern in the hills around Lake Solano Park. The level of fire activity that has become an annual occurrence has caused staff to increase fire prevention activities including maintaining fire breaks along property lines, trimming vegetation to reduce fire fuel loads, and raising the tree canopy height to allow for fire equipment response within the park. For this reason, included in the Recommended Budget are funds to operate an on-call tree service contract for the four county parks to assist in the maintenance of tree canopies to CAL FIRE standard heights for emergency access and to thin the aging canopy and reduce the fuel load.

The division continues to work with various partner agencies to explore opportunities to enhance existing and create more outdoor recreational opportunities for the public. Continued discussions with Solano Land Trust and City of Fairfield regarding potential

coordination of operation activities at Patwino Worrlla Kodoi Dihi Open Space Park and Rockville Hills Regional Park and ongoing contracts for docent, stewardship and environmental education programs remain at the core of these efforts.

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**DEPARTMENTAL PURPOSE**

Public Works is responsible for providing and maintaining a safe, reliable roadway network and associated infrastructure in unincorporated Solano County for the benefit of the traveling public.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	28,748,219
FY2023/24 Recommended:	29,592,460
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	72

**FUNCTION AND RESPONSIBILITIES**

The Public Works Budget of the Department of Resource Management consists of two organizational Divisions – Operations and Engineering. These units receive general direction from the Director of Resource Management, have administrative authority over the unincorporated areas of the County, and provide a variety of legally mandated and non-mandated programs and services as summarized below:

Public Works Operations’ primary responsibilities are to:

- Maintain 576 miles of County roads and bridges, including pavement surfaces, roadside drainage ditches and culverts, vegetation management, signing and striping, sidewalks, curbs, gutters, and gravel roads.
- Maintain 93 bridges and 52 large drainage culverts, including the bridge/culvert structures, the roadway surfaces, and the associated drainage channels within the road right-of-way.
- Perform maintenance work on road, airport, parking lot, and drainage facilities for County departments, cities, and other agencies on a reimbursable basis.
- Maintain 58 miles of drainage channels under contract with the Solano County Water Agency.

Public Works Engineering’s primary responsibilities are to:

- Design and construct County roads and bridges, including major road and bridge rehabilitation and reconstruction projects.
- Participate in regional transportation planning and the development of regional transportation projects as a member agency of the Solano Transportation Authority (STA).

**Terry Schmidtbauer, Director of Resource Management**  
**Public Ways**

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- Provide traffic engineering services, including traffic orders and signage.
- Issue various permits, including transportation, encroachment, grading and assembly permits.
- Provide engineering, surveying and construction work on road, airport, parking lot, and drainage facilities for County departments, cities, and other agencies on a reimbursable basis.
- Contract with local public agencies to maintain Solano County's three traffic signals.
- Contract with local contractors to maintain Solano County's 590 existing streetlights and install additional lights as needed. Costs are reimbursed from the Consolidated County Service Area budget (BU 9746).
- Administer the County's storm water pollution prevention program.

**Federal Roads & Bridge Projects:**

Public Works Engineering uses federal funds to pay for the replacement and rehabilitation of deficient bridges, the paving of federally eligible roads, and the construction of road improvement projects. The funds come from a variety of federal programs and reimburse the County for project costs at a rate ranging from 80 to 100 percent, depending on the specific program.

**Administrative Support:**

Administration supports the divisions by handling incoming phone calls and inquiries, accounting, budgeting, payroll, recordkeeping, inventory, fees, State reporting, State and federal audits, imaging processing and retention schedules, and data processing information system operations.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- In FY2022/23 Public Works spent a substantial amount of time and resources repairing culverts, replacing guardrail, and removing hazardous trees from damage caused by the LNU Lightning Complex fire. Debris flows from the January 2023 atmospheric river event, and subsequent disaster declaration, required extensive cleanup and slope repairs on Mix Canyon, Gates Canyon, and Pleasants Valley Roads. Work will continue into FY2023/24 for ongoing dead tree removal as well as other anticipated slope failure and erosion impacts from the LNU burn scar area. The County continues the challenging work of obtaining substantial reimbursement from Federal Emergency Management Agency (FEMA) and the Federal Highway Administration for these costs.
- Initial estimates for FY2023/24 anticipate an increase in funding as a result of Senate Bill (SB) 1 (see glossary for definition). Priority in using SB 1 funds is for maintenance and safety improvements to the County's roads, before utilizing the funds for other purposes.
- Hiring and retaining experienced staff with the qualifications to perform higher level work continues to be a challenge due to a tighter job market for civil engineers and technicians.
- The cleanup of illegally dumped roadside solid waste continues to impact the availability of road crews to perform other road repair and maintenance projects. Over the past four years, the cost to Public Works has more than doubled, with an annual cost of approximately \$275,000. The Resource Management Department is collaborating across its divisions and with the Sheriff's Office to address this issue, including more robust investigation and enforcement of illegal dumping. The required time commitment to collect and dispose of roadside solid waste led to the formation of an illegal dumping crew in FY2019/20 to address the problem countywide. An increasing number of homeless encampments require additional staff training and personal protective equipment. One of the biggest cleanup challenges Public Works faces is an increase in abandoned boats, travel trailers, and recreational vehicles in the County's right-of-way. Public Works crews also partner with Integrated Waste Management staff within the department and other providers to recycle items and reduce the amount of waste sent to disposal at the landfill.
- Securing funding to rehabilitate and reconstruct the County's aging bridges is becoming more challenging. 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 the Stevenson Road Bridge project with currently secured funds and will work to secure funding for the Pedrick Road Bridge and Bunker

Station Road Bridge projects. The Maine Prairie Road Bridge is included in Caltrans' funding plan for a future fiscal year, and all are included in the Public Works Capital Improvement Plan.

**Accomplishments:**

- Achieved 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.
- In response to the January 2023 atmospheric river, and subsequent disaster declaration, the department went to the Board on January 24, 2023, to appropriate funding for an emergency repair contract. The first working day for the contractor was January 28, 2023, and contract work was substantially completed within 30 days. In total, approximately \$2.5 million in erosion clean up, scour repairs, fallen tree removal, and slope repairs were completed during the event.
- Delivered a significant number of road improvement projects including overlays and road widening on Weber Road, Winters Road, and various Farm-To-Market roads in Suisun Valley. Significant improvements were also completed at the Rio Vista corporation yard, including the installation of a modular office, fencing, and sidewalk and parking lot improvements.
- Various small contracts were completed for on-call services which included lighting repairs, guardrail replacements, and dead tree removal.

**WORKLOAD INDICATORS**

- Road Operations chip-sealed 34 miles on 12 County roads, and over two miles of roads for the City of Rio Vista, to extend the life of paved surfaces.
- Engineering staff completed work on three moderate to large size road improvement projects and completed design on three moderate to large size upcoming road and bridge projects.
- Engineering staff processed 285 encroachment permits, 40 grading permits, 425 single transportation permits, 92 annual transportation permits, 41 record of surveys, 46 corner records, and reviewed 48 land use permits.

Terry Schmidtbauer, Director of Resource Management  
Public Ways

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ENGINEERING SERVICES	2,117,054	7,194,700	4,404,361	(2,790,339)	(38.8%)
OPERATION ROAD SERVICES	1,379,332	1,403,406	1,196,156	(207,250)	(14.8%)
ADMINISTRATIVE SERVICES	18,647,081	21,643,882	22,583,516	939,634	4.3%
<b>TOTAL REVENUES</b>	<b>22,143,467</b>	<b>30,241,988</b>	<b>28,184,033</b>	<b>(2,057,955)</b>	<b>(6.8%)</b>
<b>APPROPRIATIONS</b>					
ENGINEERING SERVICES	9,826,932	11,677,361	14,879,130	3,201,769	27.4%
OPERATION ROAD SERVICES	9,521,939	10,849,327	12,207,156	1,357,829	12.5%
ADMINISTRATIVE SERVICES	2,027,781	2,121,638	2,506,174	384,536	18.1%
<b>TOTAL APPROPRIATIONS</b>	<b>21,376,652</b>	<b>24,648,326</b>	<b>29,592,460</b>	<b>4,944,134</b>	<b>20.1%</b>
<b>NET CHANGE</b>					
ENGINEERING SERVICES	7,709,878	4,482,661	10,474,769	5,992,108	133.7%
OPERATION ROAD SERVICES	8,142,608	9,445,921	11,011,000	1,565,079	16.6%
ADMINISTRATIVE SERVICES	(16,619,300)	(19,522,244)	(20,077,342)	(555,098)	2.8%
<b>NET CHANGE</b>	<b>(766,814)</b>	<b>(5,593,662)</b>	<b>1,408,427</b>	<b>7,002,089</b>	<b>(125.2%)</b>

<b>STAFFING</b>					
ENGINEERING SERVICES	21	21	21	0	0.0%
OPERATION ROAD SERVICES	45	46	46	0	0.0%
ADMINISTRATIVE SERVICES	5	5	5	0	0.0%
<b>TOTAL STAFFING</b>	<b>71</b>	<b>72</b>	<b>72</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$2,057,955 or 6.8% in revenues and an increase of \$4,944,134 or 20.1% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the Net Road Fund Cost is increased by \$7,002,089 or 125.2%, and the Net Road Fund Balance is decreased by \$1,408,427.

Primary Funding Sources

The primary funding sources for Public Works are the Highway Users Tax Account (HUTA), commonly referred to as the gas tax, SB 1, and property taxes.

HUTA – There are two components of HUTA, often referred to as old HUTA and new HUTA. Old HUTA consists of Solano County’s portion of the federal gas tax which was established at 18 cents per gallon in 1995. Due to the passage of SB 1, inflationary adjustments to this rate have increased HUTA funding significantly over the last three years. New HUTA represents Solano County’s portion of the State’s gas tax established in 2010, which prior to SB 1, was indexed on the price of gas and included an inflation factor. However, effective July 1, 2019, SB 1 eliminated the annual rate adjustment and reset the rate to July 1, 2010 levels, or 17.3 cents per gallon. This is a significant increase over the FY2018/19 rate of 11.7 cents per gallon. HUTA funding increased by \$37,468 or 0.3% in FY2023/24, resulting in total HUTA funding of \$11.4 million.

SB 1 – Passed into law in 2017, the Road Repair and Accountability Act, also known as SB 1, provided new revenues for maintenance, repairs, and safety improvements on California’s roadways. Local agencies began receiving funding in early 2018, and the County is anticipating \$9.4 million in revenue in FY2023/24 from the Road Maintenance and Rehabilitation Account (RMRA).

In addition, Public Works will receive \$1.3 million in property taxes in and \$3 million in federal and local funding in FY2023/24.

The Recommended Budget includes a decrease of \$2,057,955 or 6.8% in revenues primarily due to the following:

- Intergovernmental Revenues of \$24,492,301 reflects a net decrease of \$2,238,164 or 8.4% primarily due to a decrease in federal revenue as there are no new federally funded projects offset by increases in RMRA revenues and funding from the State Department of Water Resources for the Shaq Slough Bridge.
- Charges for Services of \$1,570,177 are decreasing by \$105,166 or 6.3% primarily due to no chip seal projects planned for cities in the County. This is partially offset by increases for Public Works staff time reimbursed by other departments.
- Miscellaneous Revenues of \$51,500 are increasing by \$30,000 or 139.5% for insurance reimbursement of damaged roads and guardrails.
- Other Financing Sources of \$237,000 are increasing by \$5,000 or 2.2% and include \$100,000 in Recology Road Damage Agreement fees to be used for design work on Hay Road.

Primary Costs

The Recommended Budget includes an increase of \$4,944,134 or 20.1% in appropriations due to the following:

- Salaries and Employee Benefits of \$10,617,943 reflect an increase of \$365,162 or 3.6% primarily due to negotiated and approved labor agreements.
- Services and Supplies of \$5,733,781 reflect an increase of \$880,074 or 18.1% primarily due to increased County garage services, road maintenance contracts, fuel, and central data processing charges. This increase is offset by lower road material costs.
- Other Charges of \$1,330,074 reflect an increase of \$262,748 or 24.6% primarily due to increases in Countywide Administrative Overhead and departmental administrative costs.
- Fixed Assets of \$11,803,500 reflect an increase of \$3,426,000 or 40.9% primarily due to increases in construction-related improvements on Benicia Road, Foothill Drive, McCormack Road, Vallejo Area Sidewalk Improvements, Cantelow Culvert replacements, and Paving Project 2023.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$2,700,000 for Benicia Road improvements.
- \$2,400,000 for McCormack Road improvements.
- \$1,300,000 for Foothill Drive Safety improvements.
- \$1,200,000 for Paving Project 2023.
- \$1,200,000 for the Cantelow Culvert replacement.
- \$1,000,000 for Vallejo Area Sidewalk improvements.
- \$250,000 for the Flood Control Small Grant Program.
- \$250,000 for environmental, geotechnical and materials testing, structural and electrical consultant services.
- \$150,000 for on-call guardrail repair.
- \$100,000 for land surveyor services.

Fixed Assets

- \$750,000 Asphalt Roller to maintain and resurface the County's roads.
- \$500,000 Three Axle Dump Trucks (2) for hauling materials.

**Terry Schmidtbauer, Director of Resource Management  
Public Ways**

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- \$400,000 Transfer Dump Truck for hauling materials.
- \$275,000 Backhoe for loading materials.
- \$300,000 Loader for loading materials.
- \$140,000 Side Mount Mower for vegetation management.
- \$80,000 Slope Mower for vegetation management.
- \$15,000 Pathogens Protection System for the Vac Truck.
- \$10,000 steel plates for emergency, trench, and culvert repair.
- \$7,500 container for Rio Vista storage and renovation.
- \$7,500 radio set.
- \$7,500 survey drone.
- \$12,000 computer equipment for the Vacaville Corporation Yard.

See related Budget Unit 9401 – Fund 101 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

Due to the passage of the RMRA (SB 1), State revenue to the Road Fund has doubled since FY2017/18 and is projected to increase in FY2023/24. This has allowed the department to significantly increase its project road work to address road maintenance and safety needs.

In addition to road and bridge repair, the County began focusing on its culvert system in FY2018/19, implementing the Culvert Inventory GIS Project to establish a framework for inspecting and assessing the remaining life of medium and large culverts. The County has approximately 2,000 aging culverts that will need replacement, and this inspection process will aid in prioritizing these culvert projects. The replacement of the larger Cantelow culverts will take place in FY2023/24, as well as repair and replacement of approximately 50 smaller culverts.

Since FY2019/20, the department began taking general inventory of its bridges, roads, signs, streetlights, striping, and traffic signals, tracking their location, condition, size, material type, and age using GIS software and existing staff resources. This data will be used to assist with infrastructure needs assessments, planning future projects, scheduling of traffic-related asset replacement, and real-time web-based road closure reporting. GIS is also being used to track illegal dumping locations, improving enforcement efforts by the Sheriff's Department. The department will continue to expand the use of GIS mapping as well as implement asset management options by expanding use of existing software systems.

The unprecedented atmospheric river events beginning in December 2022 and continuing through March 2023 required significant staff resources and coordinated contracted work from Public Works. In early January, Public Works Operations implemented a 24-hour staffing model to proactively respond to the declared disaster in the first couple weeks. Public Works Engineering coordinated with partner agencies to help clear debris from creeks as well as debris dams at Interstate 80 and the Cordelia railroad crossing. Public Works Engineering also implemented a 7-day work week emergency contract to fix significant road damage to Gates and Mix Canyons within 30 days at a cost of approximately \$2.5 million. This all occurred while experiencing significant staff vacancies along with routine workloads and project delivery.

Public Works owns corporation yards in Fairfield, Vacaville, Rio Vista, and Dixon. Most of the buildings at these locations were constructed in the 1950s and 1960s and have not undergone major renovations since originally constructed. These aging facilities will need to be replaced or renovated in the near future. Installation of a modular trailer to replace the office space at the Rio Vista corporation yard, including new fencing, sidewalks, and driveway improvements took place in FY2022/23 and has been a significant improvement at that facility. Replacement of the dilapidated garage facility at the Rio Vista Corporation Yard began in FY2022/23. The Fairfield corporation yard also houses Fleet's heavy equipment shop. The department will work with the County Administrator's Office and General Services to evaluate potential facility upgrades, consolidation, and relocation to determine a short and long-term plan for these facilities.

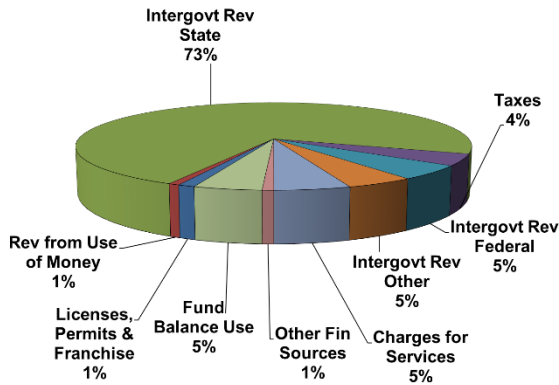
**Functional Area Summary**

**3010 – Fund 101-Public Works**

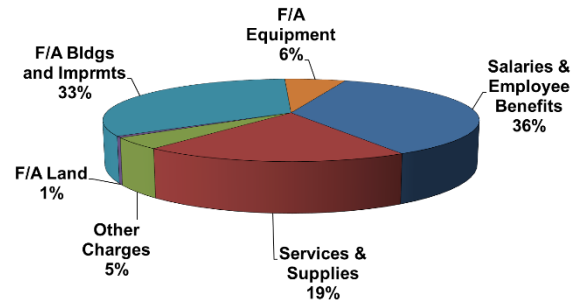
**Terry Schmidtbauer, Director of Resource Management  
Public Ways**

The department will continue to seek opportunities to collaborate with the cities and regional agencies to pool resources, seek collaborative grants, and complete mutually beneficial projects. Such collaboration increases available funding for these regional road projects, which attracts quality contractors and results in more competitive bids. In FY2022/23 the department worked with several local agencies for regional projects, including improvements around Travis Air Force Base, coordination on flood control opportunities, and chip seals on City of Rio Vista roads.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	1,174,934	1,155,664	1,261,039	105,375	9.1%
LICENSES, PERMITS & FRANCHISE	475,362	300,000	350,000	50,000	16.7%
REVENUE FROM USE OF MONEY/PROP	80,008	127,016	222,016	95,000	74.8%
INTERGOVERNMENTAL REV STATE	17,484,234	20,439,327	21,529,224	1,089,897	5.3%
INTERGOVERNMENTAL REV FEDERAL	226,255	4,967,138	1,554,487	(3,412,651)	(68.7%)
INTERGOVERNMENTAL REV OTHER	781,723	1,324,000	1,408,590	84,590	6.4%
CHARGES FOR SERVICES	1,872,262	1,675,343	1,570,177	(105,166)	(6.3%)
MISC REVENUE	11,689	21,500	51,500	30,000	139.5%
OTHER FINANCING SOURCES	37,000	232,000	237,000	5,000	2.2%
<b>TOTAL REVENUES</b>	<b>22,143,467</b>	<b>30,241,988</b>	<b>28,184,033</b>	<b>(2,057,955)</b>	<b>(6.8%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	8,614,997	10,252,781	10,617,943	365,162	3.6%
SERVICES AND SUPPLIES	7,044,788	4,853,707	5,733,781	880,074	18.1%
OTHER CHARGES	1,373,060	1,067,326	1,330,074	262,748	24.6%
F/A LAND	0	99,000	174,000	75,000	75.8%
F/A INFRASTRUCTURE	1,390,090	0	0	0	0.0%
F/A BLDGS AND IMPRMTS	1,913,279	6,900,000	9,800,000	2,900,000	42.0%
F/A EQUIPMENT	735,021	1,378,500	1,829,500	451,000	32.7%
OTHER FINANCING USES	305,418	97,012	107,162	10,150	10.5%
<b>TOTAL APPROPRIATIONS</b>	<b>21,376,652</b>	<b>24,648,326</b>	<b>29,592,460</b>	<b>4,944,134</b>	<b>20.1%</b>
<b>NET CHANGE</b>	<b>(766,815)</b>	<b>(5,593,662)</b>	<b>1,408,427</b>	<b>7,002,089</b>	<b>(125.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- The County is anticipating receiving gas tax revenue of \$20,773,255 from the State for road maintenance, construction, and improvement projects via HUTA and RMRA which reflects an increase of \$690,991 when compared to FY2022/23.

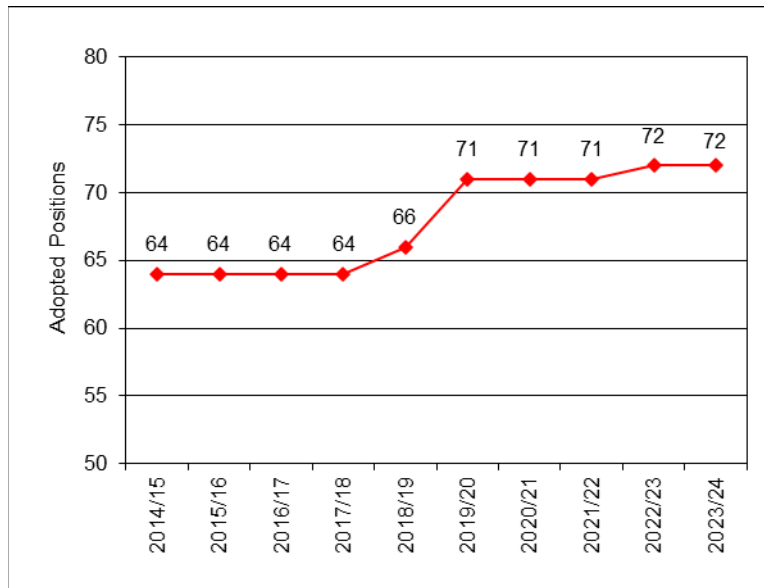
Terry Schmidtbauer, Director of Resource Management  
Public Ways

- Federal revenue is decreasing by \$3,509,730 primarily due to the completion of the Farm-to-Market Phase III and Midway Road overlay projects in FY2022/23.
- Construction in Progress is increasing by \$2,900,000 for Benicia Road Improvements Phase II, McCormack Road Phase II, Vallejo Sidewalk Improvements, Cantelow Culvert Replacement, and Foothill Drive Safety Improvement projects.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation for the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

SB 1 revenues are impacted by fluctuations in fuel consumption (the primary source of SB 1 revenue), inflation, and vehicle registrations. While fuel consumption has been declining in recent years and will likely continue to decline due to improved fuel efficiency and electric vehicle conversion, the State does project increases in revenue due to growth and inflation. In addition, because gasoline prices are no longer directly tied to tax rates, SB 1 revenues are more stable, and will continue to increase due to the rate of inflation outpacing the rate of decline in fuel consumption.

The department expanded the 5-Year Public Works Capital Improvement Plan (CIP) due to the Board's interest in regional flood control projects as well as transportation enhancements around Travis AFB. Flood control grant funding is limited, and these projects will take significant cooperation with the Solano County Water Agency. Projects around Travis AFB have a variety of grant funding opportunities but will take some years to develop and deliver. The CIP contains \$96 million in unfunded project costs, and therefore, the department will seek all reasonable grant opportunities to complete these mutually beneficial projects.



**Summary of Other Administered Budgets**

**3010 – Fund 101-Public Works**

**Terry Schmidtbauer, Director of Resource Management  
Public Ways**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
3030 REGIONAL TRANSPORTATION PROJ	0	7,556	16,000	8,444	111.8%
3020 PUBLIC WORKS IMPROVEMENT	457,649	439,944	515,000	75,056	17.1%
<b>APPROPRIATIONS</b>					
3030 REGIONAL TRANSPORTATION PROJ	7,900	7,556	16,000	8,444	111.8%
3020 PUBLIC WORKS IMPROVEMENT	0	0	100,000	100,000	0.0%
<b>NET CHANGE</b>					
3030 REGIONAL TRANSPORTATION PROJ	7,900	0	0	0	0.0%
3020 PUBLIC WORKS IMPROVEMENT	(457,649)	(439,944)	(415,000)	24,944	(5.7%)

A summary of the budgets administered by the Public Works Department is provided on the following pages.

**3030 – Fund 101-Regional Transportation Project      Summary of Other Administered Budgets**  
**Terry Schmidtbauer, Director of Resource Management**  
**Public Ways**

**FUNCTION AND RESPONSIBILITIES**

This Budget tracks funds for regional transportation projects. Regional transportation projects typically consist of local roads that provide major points of access to the State highway system or provide regional connections between communities and key transportation facilities. The Public Works Engineering Services Division of the Department of Resource Management typically represents the County in the planning and implementation of such projects, many of which are coordinated with the Solano Transportation Authority (STA).

In FY2006/07, the Board approved a loan of up to \$3 million from the General Fund to support regional transportation projects, with the goal of repaying the loan with future transportation impact fees. The current principal loan balance outstanding as of June 30, 2023 is \$880,695.

On December 3, 2013, the Board adopted a resolution as part of the County Public Facilities Fee (PFF) Update which included a transportation fee component. This fee was established to address the impact of growth on the county regional road system. The transportation fee has two parts: The first part, Part A, of the fee is designed to generate fair-share funding from new development to recover County debt service obligations on the Vanden Road segment of the Jepson Parkway and Suisun Parkway in the unincorporated area. The second part, Part B, is the Regional Transportation Impact Fee (RTIF), which was included at the request of the Solano Transportation Authority (STA), in consultation with the STA's RTIF Policy Committee, composed of the seven City Managers, the Mayors, County Administrator, and one County Supervisor. The County completed a 5-year Public Facilities Fee Update which was approved by the Board in FY2019/20. Based on the update, the County will continue to receive approximately 5% of all RTIF fee revenue for county road projects. This revenue is reflected in the Public Facilities Fund (Fund 296).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$8,444 or 111.8% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget, which represents long-term debt proceeds and interest payment toward the debt.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
OTHER FINANCING SOURCES	0	7,556	16,000	8,444	111.8%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>7,556</b>	<b>16,000</b>	<b>8,444</b>	<b>111.8%</b>
<b>APPROPRIATIONS</b>					
OTHER CHARGES	7,900	7,556	16,000	8,444	111.8%
<b>TOTAL APPROPRIATIONS</b>	<b>7,900</b>	<b>7,556</b>	<b>16,000</b>	<b>8,444</b>	<b>111.8%</b>
<b>NET CHANGE</b>	<b>7,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

There are currently no new projects planned for FY2023/24.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budgets**

**3020 – Fund 278-Public Works Improvements  
Terry Schmidtbauer, Director of Resource Management  
Public Ways**

**FUNCTION AND RESPONSIBILITIES**

The Public Works Improvement Fund Budget exists to fund the construction of roads and other public works improvements in certain areas of the County. Property owners who make an application to develop their property, such as a subdivision or building permit, are required in some locations to pay for road improvements. The payments are placed in this fund as a holding account until the road improvements are made, at which time the funds are used to reimburse the actual cost of the work performed. The improvements are restricted to the area where the property development occurred. The largest sources of such payments are the English Hills Zone of Benefit, Green Valley Zone of Benefit, and the Recology Hay Road, Road Damage Agreement. The work is performed by Public Works Division employees on a reimbursable basis.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$75,056 or 17.1% in revenues and an increase of \$100,000 or 100.0% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the net fund cost increased by \$24,944, and the Public Works Improvement fund balance increased by \$415,000.

Primary Funding Sources

The primary funding sources include: \$475,000 in impact fees from the Recology Road Damage Agreement, \$21,000 in impact fees from the English Hills Zone of Benefit area, and \$19,000 in interest income which represents an increase of \$75,056 or 17.1% in revenue. The revenue increase is primarily due to an increase in the Recology Road Damage Agreement and interest rate increases.

Primary Costs

The primary costs include \$100,000 in Operating Transfers Out to the Road Fund (Fund 101) for engineering staff time related to design work on Hay Road for construction that will take place in FY2024/25.

Fixed Assets

None.

See related Budget Unit 9122 - Fund 278 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	4,201	3,944	19,000	15,056	381.7%
CHARGES FOR SERVICES	411,537	415,000	475,000	60,000	14.5%
MISC REVENUE	41,911	21,000	21,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>457,649</b>	<b>439,944</b>	<b>515,000</b>	<b>75,056</b>	<b>17.1%</b>
<b>APPROPRIATIONS</b>					
OTHER FINANCING USES	0	0	100,000	100,000	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>100.0%</b>
<b>NET CHANGE</b>	<b>(457,649)</b>	<b>(439,944)</b>	<b>(415,000)</b>	<b>24,944</b>	<b>(5.7%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

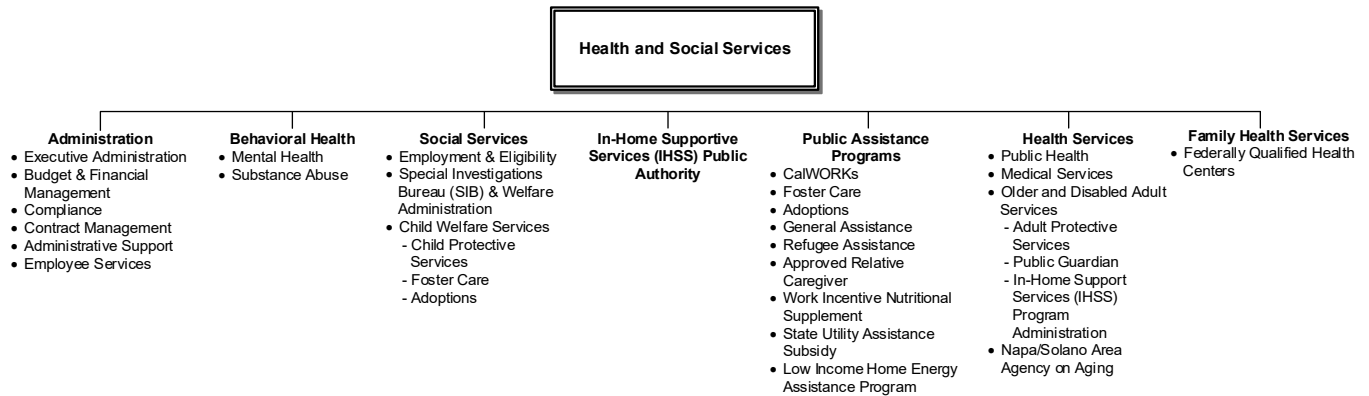
None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

The Department of Health and Social Services (H&SS) provides cost-effective services that promote self-reliance and safeguard the physical, emotional, and social well-being of the residents of Solano County. The Department administers Health, Mental Health, and Social Service programs that counties are mandated to provide under State and federal law.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	404,069,076
FY2023/24 Recommended:	453,052,209
County General Fund Contribution:	38,477,788
Percent County General Fund Supported:	8.5%
Total Employees (FTEs):	1,388.20

**FUNCTION AND RESPONSIBILITIES**

H&SS is divided into seven financial divisions for budget reporting purposes: Administration, Behavioral Health, Social Services, In-Home Supportive Services (IHSS) – Public Authority, Public Assistance Programs, Family Health Services, and Health Services.

Administration Budget (BU 7501) provides day-to-day executive management and direction, budget and fiscal management, compliance activities, contract management, payroll, recruitment, and departmental training.

Behavioral Health Services Budget (BU 7780) includes the Mental Health Plan and Substance Abuse Programs. The division provides treatment, case management, rehabilitation, and community support services to seriously emotionally disturbed youth and mentally ill adults. The programs include emergency psychiatric services and involuntary hospitalizations. Proposition 63, the Mental Health Services Act (MHSA) (see glossary for definition), provides a large portion of the funds for intensive case management for high-risk clients and funds a variety of early intervention and prevention services, information technology projects to assist with this work, and supportive housing. The Substance Abuse program provides assessment, authorization, and treatment services through a subcontract with the Partnership HealthPlan of California (PHC) under a federally approved Organized Delivery Services (ODS) regional model. Substance Abuse also provides case management and sober living housing for clients through the federal Substance Abuse Block Grant (SABG) previously funded under the Proposition 47 grant program which expired in September 2021.

Social Services Budget (BU 7680) includes Employment and Eligibility Services, Welfare Administration, Child Welfare Services, and Older and Disabled Adult Services, which includes the Public Guardian’s Office, Napa/Solano Area Agency on Aging (AAA) serving Planning Service Area (PSA) 28, and In-Home Supportive Services (IHSS) Public Authority.

Employment and Eligibility Services (E&ES) promotes self-sufficiency by assisting low-income families and individuals with obtaining employment, access to health care, and food and cash assistance.

Welfare Administration (WA) includes Fiscal Issuance and the Special Investigations Bureau (SIB).

Child Welfare Services (CWS) intervenes on behalf of children who need protection from abuse and neglect. The functions of CWS include programs to strengthen families, adoption assistance, foster home licensing, placement assessment, and independent living guidance so children may grow into healthy, productive adults.

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Older and Disabled Adult Services (ODAS) focuses on comprehensive, integrated assistance for older and disabled adults, including domestic and personal in-home care services (In-Home Supportive Services (IHSS)), the investigation and prevention of elder abuse and neglect, and assistance accessing Medi-Cal (see glossary for definition), CalFresh (see glossary for definition) and cash assistance programs. ODAS IHSS staff provide coordinated case management services which include program eligibility, intake assessments, annual reassessments, community referral resources, payroll assistance, and referrals to the IHSS Public Authority - Administration for recipient – provider matching services. The Public Guardian's Office serves as the County's guardian/conservator. Appointed by the Courts for individuals who are unable to care for themselves and/or manage their own affairs, the Public Guardian also serves as the Public Administrator when the decedent has no next of kin. The Public Administrator directs the disposition of remains and decedents' estate, as needed. ODAS integrated under the Public Health Division in 2015.

In September 2018, the California Department of Aging (CDA) designated Solano County as the lead agency for the Napa/Solano Area Agency on Aging (AAA) for PSA 28. ODAS provides program management and administrative support to the AAA.

IHSS Public Authority-Administration Budget (BU 7690) includes H&SS staff and operating expenditures needed to fulfill the requirements for administering the IHSS Public Authority responsibility under a Memorandum of Understanding with the IHSS Public Authority Board (provider payments are not included in the County budget; wages are paid directly to the provider by the State).

Public Assistance Programs Budget (BU 7900) includes federal, State and County funding for all of the welfare cash assistance programs administered by H&SS. Programs include California Work Opportunity and Responsibility to Kids (CalWORKs) (see glossary for definition), Refugee Resettlement, Adoptions Assistance Program, Foster Care Assistance, General Assistance (GA) funding, Approved Relative Caregiver (ARC) funding, Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS), and Low Income Home Energy Assistance Program (LIHEAP). H&SS also administers the CalFresh (see glossary for definition) program eligibility; however, CalFresh (food subsidy) benefits are issued directly to the recipient via a debit card from the State; thus, these costs are not included in the County budget.

Family Health Services Budget (BU 7580) includes operations of the Federally Qualified Health Center (FQHC) medical and dental clinics in Fairfield, Vacaville, and Vallejo. These are comprised of three primary care clinics and a pediatric clinic, three dental clinics, as well as mobile dental and mobile primary care services. The majority of patients served by Family Health Services (FHS) are Medi-Cal recipients; however, there are a number of uninsured, vulnerable, underinsured, and homeless patients served by the clinics as mandated by Welfare and Institutions Code §17000.

Health Services Budget (BU 7880) includes Public Health and Medical Services. The Public Health Division provides mandated community health services to promote a healthy environment for all county residents. The services include support to Public Health Laboratory testing, Public Health Nursing and home visiting, Communicable Disease surveillance, Maternal, Child and Adolescent Health programs, and Emergency Medical Services (EMS). The Medical Services budget provides funds for the County's medically indigent adult services through participation in the County Medical Services Program (CMSP).

**Functional Area Summary**

**7500 – Fund 902-H&SS-Department Summary  
Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
ADMINISTRATION DIVISION	3,399,355	2,172,979	3,719,460	1,546,481	71.2%
BEHAVIORAL HEALTH DIVISION	99,048,361	117,075,320	136,926,763	19,851,443	17.0%
SOCIAL SERVICES DIVISION	118,924,498	136,148,906	151,562,390	15,413,484	11.3%
IHSS - PA ADMINISTRATION	720,856	908,258	1,037,107	128,849	14.2%
PUBLIC ASSISTANCE PROGRAMS	57,197,790	58,686,463	66,780,787	8,094,324	13.8%
FAMILY HEALTH SERVICES DIVISION	25,138,472	32,827,932	33,604,960	777,028	2.4%
HEALTH SERVICES DIVISION	45,951,998	52,215,745	53,692,786	1,477,041	2.8%
<b>TOTAL REVENUES</b>	<b>350,381,331</b>	<b>400,035,603</b>	<b>447,324,253</b>	<b>47,288,650</b>	<b>11.8%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION DIVISION	3,399,355	2,172,979	3,719,460	1,546,481	71.2%
BEHAVIORAL HEALTH DIVISION	99,047,357	117,075,320	136,427,393	19,352,073	16.5%
SOCIAL SERVICES DIVISION	118,953,017	136,148,906	151,562,390	15,413,484	11.3%
IHSS - PA ADMINISTRATION	720,856	908,258	1,037,107	128,849	14.2%
PUBLIC ASSISTANCE PROGRAMS	57,197,790	58,686,463	66,780,787	8,094,324	13.8%
FAMILY HEALTH SERVICES DIVISION	25,156,004	32,827,932	33,604,960	777,028	2.4%
HEALTH SERVICES DIVISION	46,024,861	57,722,685	59,920,112	2,197,427	3.8%
<b>TOTAL APPROPRIATIONS</b>	<b>350,499,240</b>	<b>405,542,543</b>	<b>453,052,209</b>	<b>47,509,666</b>	<b>11.7%</b>
<b>NET CHANGE</b>	<b>117,908</b>	<b>5,506,940</b>	<b>5,727,956</b>	<b>221,016</b>	<b>4.0%</b>

<b>STAFFING</b>					
ADMINISTRATION DIVISION	108.00	108.00	109.00	1.00	0.9%
BEHAVIORAL HEALTH DIVISION	216.25	229.25	241.05	11.80	5.1%
SOCIAL SERVICES DIVISION	669.00	694.50	695.50	1.00	0.1%
IHSS - PA ADMINISTRATION	5.00	5.00	5.00	0.00	0.0%
PUBLIC ASSISTANCE PROGRAMS	0.00	0.00	0.00	0.00	0.0%
FAMILY HEALTH SERVICES DIVISION	152.40	156.40	156.40	0.00	0.0%
HEALTH SERVICES DIVISION	170.00	176.00	181.25	5.25	3.0%
<b>TOTAL STAFFING</b>	<b>1,320.65</b>	<b>1,369.15</b>	<b>1,388.20</b>	<b>19.05</b>	<b>1.4%</b>

Primary Funding Sources

The primary funding sources for H&SS are federal and State Program revenues of approximately \$233.8 million (52.3% of total); 1991 Realignment (see glossary for definition) a Statewide (sales tax based) revenue - \$53.4 million; 2011 Public Safety Realignment (see glossary for definition) a Statewide Vehicle License Fee (VLF) and sales tax based revenue - \$45.9 million; and Charges for Services estimated at \$27.3 million in reimbursements for services. The County General Fund Contribution of \$38.5 million represents 8.5% of H&SS funding and includes the required local (County) maintenance of effort (MOE) for several State and federal program areas. The County General Fund Contribution includes \$5 million from American Rescue Plan Act (ARPA) under the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program to Health and Social Services to primarily fund the ongoing structural deficit in Family Health Services due to insufficient revenues.

Program Revenue

Program revenues are earned primarily by two methods. The first method is through reimbursement for actual costs from the State and federal government based upon time studies in which staff document hours worked in each program/activity, cost reports, or other methods of documenting actual program costs. The second method is through fee for service revenue as a result of billing various third-party payers, primarily Medi-Cal, on either a unit-of-service basis, a capitated payment, or a per-visit payment.

County overhead and departmental administrative costs are distributed to all programs in H&SS and are included in each program's budget. The administrative costs include fixed operational expenses such as: utilities, Department of Information Technology (DoIT), and Countywide Administrative Overhead charges that are incorporated into the department's federal/State claims for cost reimbursement and are used in calculating H&SS billing rates paid by third parties. As a result, the majority of

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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 FY2023/24, direct charges from other County departments plus Countywide Administrative Overhead total \$31.3 million of which 91.5%, or approximately \$28.6 million in federal, State and realignment funds are used to offset the County General Fund costs for various County central service departments that provide services to H&SS programs.

#### COVID-19 Related Funds

The Recommended Budget includes \$14,700,150 in COVID-19 related funds compared to \$13,357,072 in FY2022/23 Adopted Budget, a net increase of \$1,343,078 or 10.1%. The net increase reflects a \$2,496,289 increase in federal direct grants and \$1,153,211 decrease in State pass-through funds.

#### Realignment Revenue

The State Budget Act of 2011 included a major realignment of public safety programs from the State to local governments with the majority of human services programs receiving State General Fund allocations realigned to counties. 2011 Realignment shifted the funding and program responsibility for Adoption Services, Foster Care, Child Welfare Services, Adult Protective Services, Substance Abuse, Early Periodic Screening Diagnostic and Treatment (EPSDT), and Managed Care from the State to local governments (County) and redirected specified tax revenues to fund this effort. The State share of funding for realigned programs has been replaced by funding based on a percentage of realignment funds (State sales tax and vehicle license fees) collected. However, the County still receives State allocations for a few programs that are matched 50% by federal funds, which includes the administration of the CalFresh, Medi-Cal, and CalWORKs programs. Federal revenues are often matching funds for programs where the State and local governments share costs; however, the federal portions are based upon the actual cost of providing the service. Federal revenues included in the budget are developed using a number of factors: caseload; number of filled positions each quarter, the cost for each position, and overhead and other costs associated with each filled position; productivity rates; and interim, estimated or approved, reimbursement rates.

#### 1991 Realignment

1991 Realignment, a dedicated percentage of State sales tax and VLF, is the second major funding source for H&SS. The distribution of funds amongst counties is based upon formulas established in 1991. Funds are designated for specified human services programs, mostly federal, which the State and the County have traditionally shared the “local” costs to draw down federal matching funds. In order to continue to receive 1991 Realignment funds, the County is obligated to fund the State share of program costs, and/or has a fixed maintenance of effort (MOE) amount. Regardless of actual 1991 Realignment revenues received, the County’s share of costs for the realigned programs is a fixed percentage.

Since realignment funds are generated by sales tax and VLF, the funding can fluctuate based on economic conditions; the amount of State collected and distributed revenues substantially declined from \$46.2 million in FY2006/07 to \$34 million in FY2009/10. However, since FY2011/12 these revenues have been slowly trending upward but continue to fall short of the increased costs associated with providing mandated services. The FY2023/24 Recommended Budget includes \$53.4 million in 1991 Realignment funds that will be drawn down and recognized as revenues.

1991 Realignment funds are allocated to three main areas:

- Health Services – a portion of the Health Realignment funding (approximately \$6.87 million) previously set aside for the County Medi-Cal Services Program (CMSP) for indigent health care is being redirected at the State level to fund Social Services programs. The balance is available to support uncompensated costs in the Family Health Services budget and to fund the realigned Public Health programs.
- Social Services – funds are dedicated for Child Welfare Services, Foster Care, and IHSS programs. By statute, any growth (funding above the established base amount) in overall 1991 Realignment Revenue is first used to fund caseload growth for Social Services Statewide.
- Mental Health – funds are used to pay the 50% local share for services for adult Medi-Cal clients (the balance is reimbursed by federal funds) and for the full costs of services provided to indigents and other low-income clients. Under 2011 Realignment, and following the federal approval of the ACA (see glossary for definition) and State adoption of the Medi-Cal expansion and Healthcare Exchange, the funds previously allocated to this account have been shifted to pay for the County’s



increased share of costs for the CalWORKs assistance programs (approximately \$12.8 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 the 1991 Realignment funds previously set aside for the County's obligation to pay for indigent health care (WIC \$17000) has been redirected at the State level to fund Social Services programs with enactment of Assembly Bill (AB) 85, January 1, 2014, including increases in CalWORKs grants. With the implementation of the Affordable Care Act in 2010, the State anticipated that County costs and responsibilities for health care services for the indigent population would decrease because a majority of this population, previously uninsured, would now be eligible for Medi-Cal or Covered California. The enactment of AB 85 provided the mechanism for redirecting these realignment funds.

AB 85, also changed the growth distribution within the three areas of 1991 Realignment. Specifically, Social Services receives first call on growth in funds (to fund caseload growth) but no longer receives general growth. Health Services receives significantly less from general growth, from approximately 52% to 18.5%, while Mental Health remains the same at approximately 40%.

AB 130 and Senate Bill (SB) 90 created a new County IHSS MOE, effective July 1, 2017. The State increased In-Home Supportive Services (IHSS) costs to counties partially by redirecting VLF growth from the Health, Mental Health, and CMSP accounts to Social Services. Social Services received the sales tax growth due to the IHSS caseload increase resulting in Health and Mental Health's sales tax bases being flat funded. Health and Mental Health lost funding of \$613,283 in FY2017/18 and \$509,458 in FY2018/19 as a result of the redirected growth funds. On July 1, 2019, SB 80 was enacted into law to create a more sustainable IHSS MOE structure which included rebasing counties' MOE to a lower amount, ceasing the redirection of VLF growth revenues, reducing the MOE inflation factor from 7% to 4%, and enacting changes to wage and benefit bargaining.

2011 Realignment

The major portion of the 2011 Public Safety Realignment funding is dedicated to human service programs and substantially changed how those programs are funded in California. H&SS estimates \$45.9 million in 2011 Realignment funds for FY2023/24. These funds are dedicated to Child Welfare Services, Foster Care, Mental Health, and Substance Abuse programs. Previously, under the 1991 Realignment, counties were required to fund a certain percentage of the program costs; starting in 2011, counties are fully responsible for funding the non-federal share of these programs using the 2011 Realignment revenue.

Both realignment funding streams (1991 and 2011) are heavily dependent upon economic conditions since the source is sales tax and VLF. During periods of economic downturn, funding declines while demand for human services programs increases. The increased risk of revenue loss during periods of peak demand requires H&SS to monitor cash receipts, project future revenues based on economic indicators, track service level demand, and develop cost-effective service delivery systems.

County General Fund Contribution

The Recommended Budget includes a County General Fund Contribution in the amount of \$38,477,788, an increase of \$11,504,959 or 47.7% when compared to the FY2022/23 Adopted Budget. This County General Fund Contribution includes \$5,000,000 in ARPA-SLFRF to primarily fund the ongoing structural deficit in Family Health Services due to insufficient revenues. The above amount excludes \$124,975 in additional transfers to H&SS – Administration representing the General Fund Contribution to Non-County Agencies contracted through H&SS.

The increase is comprised of the following:

- \$7,539,428 increase in Social Services primarily due to increase in spending in the administration of Medi-Cal, CalWORKs, and CalFresh resulting from negotiated salary and benefit increases and increases in other countywide administration costs. The increase is also due to the transfer of County General Fund for the administration of Child Welfare Services from BU 7900 - Assistance to BU 7680 - Social Services.
- \$3,148,591 increase in Family Health Services to fund ongoing structural deficit in the primary care and dental clinics.
- \$2,113,722 increase in Behavioral Health to fund negotiated salary and benefit increases for all non-MHSA behavioral health programs.
- \$971,486 increase in Health Services primarily to fund negotiated salary and benefit increases.

**7500 – Fund 902-H&SS-Department Summary**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

**Functional Area Summary**

- \$2,268,268 decrease in Assistance primarily due to the transfer of County General Fund for the administration of Child Welfare Services from BU 7900 - Assistance to BU 7680 - Social Services, offset by increase in General Assistance costs.

The County General Fund Contribution of \$38,477,788 is appropriated with \$4,008,469 funding the Assistance Programs, and \$34,469,319 funding the following operations in H&SS:

- \$1,032,026 for required Maintenance of Efforts for Public Health, California Children’s Services, and Mental Health.
- \$809,548 for the required CMSP participation fee.
- \$13,184,776 in mandatory match or County share of costs for federal/State programs for Child Welfare Services, CalWIN, and administration of CalWORKs, CalFresh, Medi-Cal and IHSS programs (see glossary for definitions). It also includes County General Fund for the administration of mandated programs when federal and State allocations are not sufficient to cover the costs.
- \$7,818,287 for mandated substance abuse and adult psychiatric outpatient and inpatient services.
- \$4,030,661 to fund some programs at the minimum level necessary. These programs include Public Health Laboratory, Public Guardian, General Assistance eligibility determination and administration. In some cases, these programs are supplemented by outside sources of funding including competitive grants and charges for services.
- \$925,403 for administrative costs that are non-claimable.
- \$2,182,590 to support H&SS integration, homeless outreach and community services efforts, SSI advocacy, Nurse Family Partnership, and CalFresh Verification programs.
- \$4,486,028 to support the Family Health Services primary care and dental clinics.

Primary Operational Expenditures

Primary costs included in the Health and Social Services Department (Fund 902) allocated by division:

- Administration (BU 7501) includes \$3,719,460 in appropriations which recovers most costs through Administrative Overhead Intrafund Transfers.
- Social Services (BU 7680) includes \$151,562,390 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 \$1,037,107 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 \$136,427,393 in appropriations which includes Mental Health and Substance Abuse Services.
- Family Health Services (BU 7580) includes \$33,604,960 in appropriations which includes primary and dental care clinics, including mobile vans.
- Health Services (BU 7880) includes \$59,920,112 in appropriations which includes Public Health and Medical Services.
- Assistance Programs (BU 7900) includes \$66,780,787 in appropriations which includes above referenced assistance programs.

Other Administered Budgets not part of Fund 902 includes \$22,200,829 for the IHSS Public Authority (Fund 152 – BU 1520), \$473,944 for Tobacco Prevention and Education (Fund 390 – BU 7950), \$7,281,610 Napa/Solano Area Agency on Aging (Fund 216 – BU 2160) and a Transfers-Out of \$39,122,455 from the Mental Health Services Act (Fund 906 - BU 9600) to Behavioral Health Services (Fund 902 – BU 7780). Additional details on the program costs can be found in the H&SS Divisions and Other Administered Budget sections of the Recommended Budget for Health and Public Assistance.

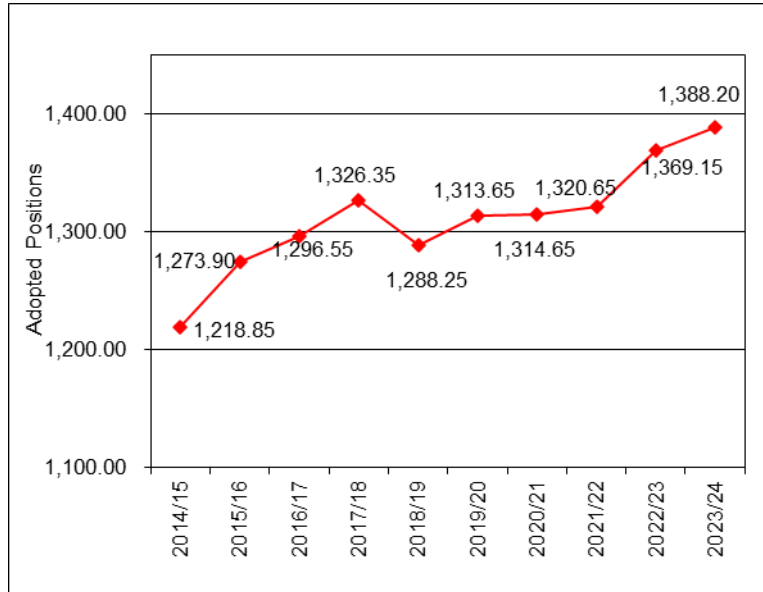
**DEPARTMENT COMMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Details on position changes are described in each H&SS division in the subsequent pages of the budget section writeup.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

COVID-19 – The declaration of the federal COVID-19 Public Health Emergency (PHE) expired on May 11, 2023. At this time, it is unclear if the FY2023/24 Recommended Budget will be additionally impacted due to the expiration of the PHE. H&SS staff will continue to monitor and evaluate the impacts and will provide necessary budget adjustments at Midyear.

Additional details on Pending Issues and Policy Considerations are described in each H&SS division.

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**DEPARTMENTAL PURPOSE**

Health and Social Services Administration Division provides day-to-day management and direction of support functions needed for the Health and Social Services Department (H&SS) to promote self-reliance and safeguard the physical, emotional, and social well-being of Solano County residents.

**FUNCTION AND RESPONSIBILITIES**

The Administration Division provides managerial leadership and support to the six H&SS divisions in various program areas. The Administration Division includes Executive Administration, Administrative Support Bureau, Budget and Financial Management, Compliance and Quality Assurance, Contracts Management, and Employee Services.

Executive Administration

Executive Administration provides leadership and support to H&SS divisions in fulfilling organizational goals, strategic planning, and developing effective partnerships with organizations and stakeholders within the community, as well as coordinating and implementing department initiatives.

Administrative Support Bureau

The Administrative Support Bureau (ASB) is responsible for the department's purchasing and receiving, asset inventory management, including cellular and multi-function devices, records management, courier services, workspace utilization, vehicle management for H&SS assigned vehicles, logistics and coordination of facilities maintenance, and general operations.

Budget and Financial Management

Budget and Financial Management is responsible for financial services functions including budgeting, accounting, revenue claiming, billing and collections, and financial oversight.

Compliance and Quality Assurance

The Compliance and Quality Assurance Unit provides an integrated system for the department's compliance oversight. The unit is responsible for identifying and analyzing regulatory requirements, developing the Annual Compliance Work Plan, and operating a continuous risk assessment (CRA) model whereby adjustments are made throughout the year to meet priorities and respond to emerging issues. In addition, the Compliance Unit is responsible for maintaining the online reporting system, investigating privacy breaches and security incidents, and working in collaboration with County partners in the implementation of various projects with compliance implications.

Contracts Management

Contracts Management is responsible for coordinating the administration and monitoring of more than 525 contracts and service agreements with a value of approximately \$222 million.

Employee Services

Employee Services oversees H&SS employee hiring, coordinates department-wide County mandated training for H&SS employees, and is responsible for department-wide payroll, which includes processing of time reporting, extended leave, and documentation of personnel processes such as new hires, terminations, and promotions. Additionally, Employee Services leads the coordination of departmental equity initiatives, which works to align federal and State cultural competency requirements across programs and services and to promote an equity framework in the development and implementation of programs, services, policies, and procedures across the department.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The Budget and Financial Management Unit continues to experience significant challenges in the recruitment and retention of fiscal staff within the Policy and Financial Management Teams that support the department's budgetary, financial reporting, and day-to-day accounting operations due to the complexity of the work and the associated work demands.
- Coordinated the annual Single Audit for all federally funded programs managed by H&SS. The federally required single audit is a rigorous audit of an entity that expends \$750,000 or more of federal funds. H&SS manages approximately \$105 million in federal expenditures.

- During FY2022/23, in addition to standard operational duties, the Administrative Support Bureau (ASB) continued to serve as an integral team in the H&SS COVID-19 pandemic response for public and staff safety. COVID-19 response related duties included: sourcing and purchasing personal protective equipment (PPE) supplies and disinfection items for distribution to the department’s programs and building reception and common areas; and arranging for PPE and disinfection items placed in vehicles.
- ASB coordinated with the Department of Information Technology (DoIT) for the centralized purchase of 253 refresh computers and peripherals.
- The Accounts Payable Unit transitioned to direct invoice entry utilizing Finance Enterprise for invoice entry, improving efficiency by reducing the amount of time for interoffice mail deliveries with the Auditor-Controller’s Office.

**WORKLOAD INDICATORS**

- Administrative Support Bureau (ASB) facilitated over 2,700 purchase transactions (through purchase orders, credit cards, Office Depot) with expenditures totaling approximately \$8.3 million across the department.
- ASB completed the annual physical inventory of approximately 8,091 fixed assets assigned to H&SS.
- Budget and Financial Management Unit managed approximately \$667 million in funds, including COVID-19 direct and State pass-thru funds: \$431 million including Assistance and In-Home Supportive Services Program for provider wages, benefits and Public Authority Administration and Napa/Solano Area Agency on Aging administration; \$157 million in client benefits paid by the State; \$18 million in client assets; and \$60 million in other funds (including restricted trust funds).
- The Billing and Collections Units processed approximately \$34 million in Medi-Cal, Medicare, and private insurance claims.
- Accounts Payable and Contracts Units processed approximately 9,298 vendor claims totaling \$190 million.
- The Compliance Unit reviewed over 385 contracts and MOUs, ensuring that the appropriate contract exhibits were included. The Compliance Unit met weekly with DoIT security staff in completing the Health Insurance Portability and Accountability Act (HIPAA) risk assessment.
- The Employee Services Unit processed 183 new telework agreements, scheduled Live Scans, and organized trainings.
- The Employee Services Unit coordinated the processing of 269 FTE new hires, promotions, and transfers, 119 separations, and 3,623 personnel action requests (ePARs); and monitored and troubleshot the timecard reporting of approximately 1,200 employees in the IntelliTime payroll system for the period July 1, 2022 to March 1, 2023.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents increases of \$1,546,481 or 71.2% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. The County General Fund Contribution in the Recommended Budget remains unchanged.

Primary Funding Sources

The primary sources of funding for Administration include Intrafund Transfers representing reimbursement of allowable administrative costs from various H&SS program divisions, Operating Transfers-In and General Fund Contribution to fund Board approved contributions to non-County agencies and non-reimbursable costs, and grant revenues with department-wide benefit or impact.

The Recommended Budget includes \$1,546,481 or 71.2% net increase in revenues primarily due to the following:

- Increase of \$1,365,591 in Interest Income resulting from higher interest rates benefitting the County’s investment pool.
- Increase of \$180,890 in Miscellaneous Revenue which reflect \$181,890 in union reimbursement for a limited-term Social Worker III position, offset by a \$1,000 decrease in donations/contributions.

**7501 – Fund 902-H&SS Administration**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

**Summary of Division Budget**

Primary Costs

The Recommended Budget includes a \$1,546,481 or 71.2% net increase in appropriations primarily due to the following:

- Increase of \$1,612,735 in Salaries and Employee Benefits due to negotiated and approved labor contracts, and for a limited-term, position, offset by an increase in budgeted salary savings.
- Decrease of \$451,289 in Services and Supplies due to decreases in DoIT time study charges, professional services and advertising; and offset by increases in departmental expenses related to the Kresge grant, insurance, controlled assets – computer related for refreshes in FY2023/24, and central data processing services.
- Increase of \$1,810,364 in Other Charges due to increases in interest expense, Countywide Administrative Overhead, and interfund services allocated to H&SS administration from General Services and Sheriff's security costs.

Contracts

The FY2023/24 Recommended Budget includes \$294,661 or 0.8% in contracted and professional services. H&SS will return to the Board in June 2023 with a master list of contracts for the Board's consideration.

Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed assets:

- \$7,444 to replace the metal detector at the H&SS Vallejo campus.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	414,321	309,234	1,674,825	1,365,591	441.6%
INTERGOVERNMENTAL REV STATE	1,351,246	0	0	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	57,703	0	0	0	0.0%
CHARGES FOR SERVICES	3,889	0	0	0	0.0%
MISC REVENUE	8,450	300,000	480,890	180,890	60.3%
OTHER FINANCING SOURCES	124,975	124,975	124,975	0	0.0%
GENERAL FUND CONTRIBUTION	1,438,770	1,438,770	1,438,770	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,399,355</b>	<b>2,172,979</b>	<b>3,719,460</b>	<b>1,546,481</b>	<b>71.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	11,598,072	15,180,801	16,793,536	1,612,735	10.6%
SERVICES AND SUPPLIES	3,204,942	4,229,189	3,777,900	(451,289)	(10.7%)
OTHER CHARGES	3,107,441	1,771,470	3,581,834	1,810,364	102.2%
F/A EQUIPMENT	0	0	7,444	7,444	100.0%
LEASES	0	0	7,068	7,068	100.0%
OTHER FINANCING USES	151,341	136,922	167,706	30,784	22.5%
INTRA-FUND TRANSFERS	(14,662,441)	(19,145,403)	(20,616,028)	(1,470,625)	7.7%
<b>TOTAL APPROPRIATIONS</b>	<b>3,399,355</b>	<b>2,172,979</b>	<b>3,719,460</b>	<b>1,546,481</b>	<b>71.2%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ADMINISTRATION DIVISION	108	108	109	1	0.9%
<b>TOTAL STAFFING</b>	<b>108</b>	<b>108</b>	<b>109</b>	<b>1</b>	<b>0.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the division’s position allocations since the adoption of the FY2022/23 Budget are provided below:

On December 6, 2022, the Board approved converting the following limited-term (project) positions to regular full-time to provide fiscal and analytical support to strengthen the public health infrastructure in responding to increasingly complex and emerging public health challenges, funded with California Department of Public Health’s Future of Public Health revenue allocation:

- Converted 1.0 FTE Limited-Term (project) Accountant to regular full-time.
- Converted 1.0 FTE Limited-Term (project) Staff Analyst to regular full-time.

On March 7, 2023, the Midyear Financial Report included the following position changes:

- Reclassified 3.0 FTE Policy and Financial Managers to 3.0 FTE Director of Administrative Services (TBD) to align the duties performed, which include a full range of highly complex analytical, budgetary, fiscal, program, legislative, intergovernmental and policy analysis for major H&SS programs/divisions within H&SS. The positions are funded with various federal and State grants and allocations and 1991 Realignment. The reclassifications were approved by the Board, pending staff returning with final recommendations to address the TBD status.
- Extended 1.0 FTE Limited-Term (project) Accounting Technician through July 31, 2024. The position provides financial reporting and budgeting support for federal and State allocations and grants received related to COVID-19 response efforts, funded with the Epidemiology and Laboratory Capacity (ELC) grant allocation through an Intra-Fund Transfer to the Public Health division.
- Added 4.0 FTE Social Services Workers to provide navigation services to assist individuals and families eligible for multiple H&SS services by providing assistance with the enrollment processes, coordination of service delivery and ongoing follow-up as needed. Two of the positions are funded with County General Fund and two are funded with Intergovernmental Transfer (IGT) funds.
- Deleted 1.0 FTE Public Health Nurse and 2.0 FTE Social Worker IIs (all vacant) as the Social Services Worker classification job duties are more aligned with providing navigation services to assist individuals.
- Added 1.0 FTE Limited-Term Social Worker III to expire on December 31, 2023. The position is funded by the union to cover the costs associated with a current employee temporarily doing union work.

During FY2022/23, transferred 2.0 FTE Community Services Coordinators from the Administration Division to the Behavioral Health Division. The positions support outreach efforts for those that are homeless and experiencing mental illness.

The FY2023/24 Recommended Budget includes the following position changes:

- Add 1.0 FTE Staff Analyst to support the fiscal team assigned to Behavioral Health due to expansion of programs, including homeless client services and supports, adult and children’s services, and substance abuse treatment and prevention. The position is funded with 1991/2011 Realignment and MHSA revenues.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

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### **DIVISION PURPOSE**

The Department of Health and Social Services - Behavioral Health Division includes the Mental Health Plan (MHP) and Substance Use Disorder services, contracted through a State waiver to Partnership HealthPlan of California managing Drug Medi-Cal (DMC) under a Regional Model, as well as oversight to the Mental Health Services Act (MHSA) funding. Integration of these funding sources and programs allows the Department of Health and Social Services (H&SS) to efficiently monitor and manage programs and expenses as a comprehensive behavioral health system of care.

### **FUNCTION AND RESPONSIBILITIES**

The Behavioral Health Division provides specialty mental health services (SMHS) in accordance with Title 9, California Code of Regulations, sections 1820.205, 1830.205, and 1830.210. Substance Use Disorder services are delivered under the authority of Title 45, Code of Federal Regulations and California Health and Safety Code §11750-§11997. Behavioral Health provides integrated co-occurring care (Mental Health and Substance Use Disorder) for those who meet medical necessity for services under the MHP. Annually, Behavioral Health receives Mental Health Block Grant (MHBG) and Projects for Assistance in Transition from Homelessness (PATH) funding through the federal government, under the Department of Health and Human Services' Substance Abuse and Mental Health Services Administration (SAMHSA). Behavioral Health also receives various other State grants to support special populations and initiatives.

Substance Use Disorder services are provided through a contract with Partnership HealthPlan of California (PHC) under the Organized Delivery System (ODS) State waiver for Drug Medi-Cal (DMC) services since July 2020, as well as services for those that do not have Medi-Cal under the Substance Abuse Block Grant (SABG), and also through SAMHSA.

The Behavioral Health Division provides a continuum of care across the age span for those individuals that qualify for specialty mental health services, which include individuals with moderate to high mental health disorders, as defined under the Medi-Cal Mental Health Plan and the indigent and uninsured. 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 Behavioral Health Quality Assurance and Performance Improvement Unit oversees compliance with the contractual obligations associated with the MHP as well as quality of care. Services are primarily funded by Medi-Cal, which has federal, State, and local funding components. The Mental Health Services Act – Proposition 63 (MHSA) provides a funding structure designed to expand and transform the mental health system beyond those services traditionally billed to Medi-Cal.

Service provisions within the mental health programs of the Behavioral Health Division include:

- A 24-hour toll-free access line to obtain mental health care operated by a team of County licensed clinicians during the day and the Crisis Stabilization Unit after hours. Access staff screen callers for both mental health and substance use needs, eligibility, and offer connection to the right place for assessment and ongoing treatment.
- Recovery oriented treatment, rehabilitation, and community support services to seriously emotionally disturbed children, youth, adults, and older adults. Most individuals are served through outpatient clinics with County operated clinics for youth and adults in Vallejo, Fairfield, and Vacaville.
- An "Open Access" drop-in model for accessing outpatient care which operates at all three adult Integrated Care Clinic (ICC) sites at the Fairfield, Vacaville, and Vallejo campuses. Under this model, individuals seeking care are not required to schedule intake appointments but rather are encouraged to come to the clinic "today or tomorrow, or any business day by 3:30 p.m." Urgent psychiatric care is provided through a "Provider of the Day," who provides same or next day services.
- A contracted network augments the County's outpatient capacity and includes adult case management and specialized services for youth such as the 0-5 programs, counseling for youth at school sites, and therapeutic behavioral services (TBS) which is an intensive behavior-focused program for youth and families.
- Crisis intervention, crisis stabilization, and inpatient services for youth or adults with acute needs. The County is responsible for funding psychiatric inpatient hospitalizations for any Solano County Medi-Cal beneficiary or uninsured Solano resident who is admitted to a hospital in a psychiatric emergency.
- Community-Based Multidisciplinary service teams, or Full-Service Partnerships (FSPs) utilizing evidence based practices for youth and adults, can include psychiatrists, nurse practitioners (NP), physician assistants (PA), nurses, mental health



clinicians, specialists, and peers in recovery; these programs serve the entire County but operate out of the Fairfield campus for County administered programs and out of Vallejo and Fairfield through community based organizations (CBOs). Programs partner with clients to provide care including:

- Supportive case management services geared to promote mental health recovery for clients who live in long-term care facilities (locked and unlocked), board and care homes, foster homes, and youth group homes in order to support successful transitions to the community.
- Intensive community-based services to adults, older adults, forensic, homeless adults, transition age youth, commercially sexually exploited youth, and families.
- Outreach, supportive housing/homeless services, peer support, and employment services offer linkage, psychiatric rehabilitation, recovery planning, and independent living supports to maintain clients in the least restrictive settings.
- Care provided in the State Hospital. Often, individuals enter the State Hospital through a forensic felony pathway, determined not guilty by reason of insanity or incompetent to stand trial. The County is responsible for the care to misdemeanants. Counties are being held responsible for the growth gap based on the baseline determined by the State; otherwise, counties are subject to a penalty payment.
- Collaborative services provided by field-based or onsite behavioral health staff at the courts, Probation Department, County jail facilities, law enforcement community teams, homeless shelters, 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 community and residential services to youth and families involved with the Child Welfare system under the Katie A. (see glossary for definition) court mandate. AB 403, Continuum of Care (CCR) (see glossary for definition), and Family First Prevention Services Act (FFPSA) (P.L. 115-123, 2018), which all expand services previously required to include other youth who qualify for a more intensive level of care.
- Administrative functions include quality assurance and performance improvement; 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.
- MHA 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 Behavioral Health Division, completes a Three-Year Plan that is County organized but community driven, and an annual report of delivered services which is provided to the Board of Supervisors and posted online.
- Administration of grants which provides housing and supportive case management while a client with a high-risk criminal history progresses through levels of substance use treatment and recovery.

Substance Use Disorder (SUD) services provide prevention, intervention, treatment, and recovery services for alcoholism and other drug addictions for youth and adults, including probationers and parolees, and include:

- Service linkage through referral to Carelon (formerly known as Beacon) call center, SUD providers, or Behavioral Health staff who complete American Society of Addiction Medicine (ASAM) assessments to determine level of care and needs. This includes oversight of services on behalf of Partnership HealthPlan providers and monitoring/authorization of County funded services for those who are not Medi-Cal eligible.
- Counseling services for California Work Opportunity and Responsibility to Kids (CalWORKs) 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 and contractors, to delay or prevent the early onset of substance misuse among youth and prevention of overdoses across the lifespan.

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**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Mental Health

Behavioral Health prioritizes identifying the most appropriate service delivery with assertive engagement to promote mental wellness at the onset of an illness or episode of care to prevent or reduce the need for acute inpatient services or long-term care.

- The California State Department of Health Care Services (DHCS) launched a system redesign plan in January 2022 after an approved Medicaid Waiver from the federal Center for Medicaid Services. California Advancing and Innovating Medi-Cal (CalAIM) intends to improve quality of life and health outcomes by implementing a statewide person-centered approach to providing services and payment reform for the Medi-Cal program. To meet the requirements of this effort, staff have developed a steering committee and implementation team to adhere to requirements as outlined in the Behavioral Health Quality Improvement Program (BHQIP) implementation plan required by DHCS for incentive payments, which was submitted Spring 2022. Behavioral Health completed all deliverables tied to program milestones.
- Along with implementing the Drug Medi-Cal Organized Delivery System (ODS), Behavioral Health implemented a co-occurring integrated model for care through reassignment of substance use disorder staff as liaisons to each of the three adult outpatient Integrated Care Clinic sites and various youth/adult FSP programs to provide American Society of Addiction Medicine (ASAM) assessments and link clients to Drug Medi-Cal ODS services while maintaining mental health services as needed with the goal of treating both mental health and substance use disorders concurrently. Data from 2022 showed that out of a total of 3,905 adult clients with mental health diagnoses, 1,346 or 34% of the clients also had a co-occurring substance use disorder, which often affects their ability to fully engage in mental health treatment. Historically, these services have not been provided concurrently, resulting in underreporting diagnoses. The national prevalence of co-occurring diagnoses is 50-60%. As this is also an integral part of the CalAIM system redesign, which requires mental health and substance use administrative integration by 2027.
- The Forensic Services Unit continues to grow and expand as a result of mandates and statutory changes around justice involved populations with behavioral health needs. Solano Behavioral Health was awarded a cohort 3 Proposition 47 grant through the Board of State and Community Corrections to create a multiagency jail discharge planning coalition for people exiting jails; to expand forensic housing and services, and to create a competency restoration training for individuals with misdemeanor charges who are best diverted to service programs. Additionally, in February 2023, Solano Behavioral Health was invited to join the national MacArthur Foundation's Safety and Justice Challenge (SJC) to expand forensic services and support strategic planning and coordination with the courts and jails across all forensic initiatives. The Forensic Treatment Team continues to collaborate on policies and processes within the courts related to mental health diversion, mental health and drug court, and Laura's Law (Assisted Outpatient Treatment). The programs continue due to the success of engaging clients into treatment and lowering recidivism rates.
- In April 2022, mobile crisis services became available countywide; however, the program was put on hold in September 2022 due to staffing/hiring challenges. Behavioral Health continues to work with the vendor on reopening services with an intensive hiring plan and goal to reopen in June 2023. While in operation, the program was successful with reducing the impact on law enforcement. From July 1, 2021 through December 31, 2022, the Mobile Crisis Team responded to 785 callers. Of these callers, 64% were stabilized in the community thus diverted from emergency rooms, jails and hospitals, the others utilized Crisis Stabilization Unit services. Mobile Crisis became an entitlement/benefit as of January 2023 and counties have until December 2023 to become fully operational (with new requirements) or face penalties from the State.
- Solano County's Assisted Outpatient Treatment (AOT) initiative, or Laura's Law, began in 2019 as a new intervention strategy adopted by the Solano County Board of Supervisors for local implementation. AOT is a civil (not criminal) legal procedure that can be requested by concerned family members, caregivers, and other qualified referral sources (see below) for people who may be too ill to recognize the need for services. In 2022, Solano received 19 unduplicated referrals (compared to 36 in 2021), 1 referral was court-ordered to the Department of State Hospitals (DSH), 14 supported through treatment linkage and treatment re-engagement, and 4 were unable to be located or "out of county's jurisdiction." The decrease in referrals highlights the essential contribution and benefits of an operational mobile crisis response unit. In addition, when an individual is successfully linked to a treatment program, AOT monitors the individual for three months to ensure treatment stability while maintaining efforts to reduce: psychiatric hospitalizations, incarcerations, homelessness, and mental health decompensation.

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AOT continues to explore and identify strategies to collaborate with stakeholders across Solano County, which includes county residents, private and public sectors, law enforcement, and the Solano County judicial system.

- The Diversion Community Treatment (DCT) program is funded with a Department of State Hospitals grant. The grant period is July 1, 2020 through June 30, 2024. The DCT program provides intensive services to people on mental health diversion. Services include intensive case management, housing subsidies, vocational rehabilitation, therapy, individual rehabilitation, coordination with mental health court, and linkage to supports. The program served 39 individuals in 2022 and approximately 76 to date in 2023.
- Behavioral Health initiated Crisis Intervention Team (CIT) training for law enforcement and first responders in October 2022. To date, 42 officers have completed the program. The training provides law enforcement with information on various diagnoses and includes panels and presentations from people and families with lived experience, a hearing voices simulation exercise, de-escalation techniques, suicide prevention, cultural humility, vicarious trauma, and self-care for officers, as well as an overview of the array of services and resources available through Behavioral Health. The goal is to increase the number of trained CIT officers throughout the county with crisis intervention strategies and techniques to address a mental health crisis, and coordination with mobile crisis teams, once available.
- On January 10, 2023, the Board of Supervisors allocated \$150,000 of federal American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Fund (SLFRF) revenue to support and enhance coordination for people with mental health and substance use challenges navigating the justice system by retaining a consultant to assist with improving and expanding policy and procedures related to the courts and Behavioral Health over two years. Behavioral Health will be facilitating the Sequential Intercept Model (SIM) mapping that links this evidence-based practice to the continuum in relation to the jails and courts to reduce entry into the justice system.
- School based mobile crisis was implemented on July 27, 2021 with the Solano County Office of Education (SCOE) utilizing Mental Health Student Services Act (MHSSA) grant funds. SCOE began to provide School-Based Mobile Crisis Services and screening/assessment services at the start of the 2021-22 school year in collaboration with Solano County Behavioral Health, school districts and school sites, local police departments and community partners. Additionally, SCOE has hired and trained clinicians as Crisis Specialists to respond to crisis situations on K-12 school campuses serving children and youth experiencing a mental health crisis. All students are served, regardless of insurance or immigration status, with the mission of de-escalating situations, linking families to necessary services, and supporting the coordination of care.
- Creation of the Crisis Aftercare and Recovery Engagement (CARE) Team to support new and/or unconnected clients. Brief, short-term case management of between 30-60 days is provided to ensure successful engagement of adults in ongoing treatment services with the goal of increasing engagement in services post-crisis. In 2022, the CARE Team received 331 referrals.
- In Summer 2021, staff began working with Child Welfare Services (CWS) on the implementation of the federal Family First Prevention Services Act (FFPSA), signed into law on February 9, 2018. The FFPSA enhances support services for families to help children remain at home and reduce the use of congregate care placements by increasing options for prevention services and increased oversight and requirements for placements. Youth placed by CWS or the Probation Department in Short-Term Residential Treatment Programs (STRTPS) are to receive a qualified individual assessment. Behavioral Health staff have been meeting monthly with CWS and providers at the System of Care Interagency Leadership Team to develop and implement a referral process, assigned three clinicians as Qualified Individuals, and received 30 referrals in 2022. All referrals are reviewed timely, and a guidance template was created for determining level of placement to establish consistency. Wraparound aftercare is offered upon the youth's discharge from a STRTP. Behavioral Health staff continue to work closely with CWS, the Probation Department, and the County's Wraparound provider to meet these mandates.
- The HOPE Team (Homeless Outreach Partnership and Engagement) increased outreach to the homeless across the county to screen for behavioral health needs. Cumulatively, 258 individuals have been engaged through community outreach events. The team started a street medicine evidence-based program in 2019 that offers engagement and psychiatry to people in homeless encampments and shelters, supported by a team of community service coordinators, specialists, nursing/medical, and clinicians. The team collaborates with law enforcement to find and intervene with people who may also be in crisis. In 2022, through this outreach effort, 469 individuals were served with 33% accepting mental health services. Street medicine

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is increasingly requested by law enforcement, however, resources for this discretionary program are limited. Housing options continue to be the main barrier to continuous engagement in services.

- Affordable supportive housing is critical to the service continuum and Solano County has received several grants to address the needs of the behavioral health population:
  - No Place Like Home (NPLH) Round 1 funding: Fair Haven Commons in Fairfield is starting the lease up phase to identify tenants. This housing development will provide 72 affordable apartment homes for families and individuals, of which 34 of the units are permanent supportive housing for those who are homeless and with mental health needs. Funding contribution from Solano Behavioral Health, including Whole Person Care funds, totaled \$6,341,141.
  - No Place Like Home (NPLH) Round 2 funding: A 75-unit apartment complex, called Blue Oak Landing located on Sacramento Street in Vallejo, was completed Summer 2022 and will provide 23 permanent supportive housing units for those who are homeless and have mental health needs. Referrals for clients and leasing process started in the Fall 2022 with plans for move in by Spring/Summer 2023. Funding contribution from Solano Behavioral Health was \$6,056,211.
  - Homeless Housing Assistance and Prevention (HHAP) Rounds 2, 3 and 4 funding: Total funding of \$5,043,052 across several years and will be used to offset staffing costs to support individuals residing in the NPLH units and to create housing navigation and landlord support systems to find more housing units.
  - The Mental Health residential treatment facility located on the Beck Avenue, Fairfield, campus, was completed with a Ribbon Cutting Ceremony in Fall 2022. The facility is now fully licensed as an Adult Residential Board and Care. The Board and Care residential program has 16 beds for individuals with justice involvement and 16 beds for individuals who are homeless or have homeless risk/histories. Solano County is one of 10 California counties selected to receive two rounds of funding under SB 843, the Community Services Infrastructure (CSI) grant program, to construct this facility. CSI provided approximately half of the funding for the \$12.5 million project, with the remaining costs covered by Public Facility fees and grant funds from the State of California Homeless Housing Assistance and Prevention (HHAP-round 1 allocation). On January 10, 2023, the Board of Supervisors allocated approximately \$2 million in federal American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery (SLFRF) revenue to fund operations for year 1 (partial) and year 2. As of May 2023, there are eight residents at the facility.
  - New State Housing and Homelessness Incentive Program (HHIP) funding has been allocated to Solano County Behavioral Health from the managed care plan, Partnership HealthPlan of California, under the CalAIM initiative. The overall HHIP goals are to reduce and prevent homelessness and ensure that Medi-Cal managed care plans develop the necessary capacity and partnerships to connect their members to needed housing services. Solano Behavioral Health's goals are to strengthen and expand street medicine, housing navigation and scattered site residential units, and support clients with tenancy supports and wraparound services. Solano Behavioral Health applied for \$8,145,009 in HHIP grant funding through 2024; funding is distributed as milestones and measures are met, based on regular reports submitted by Partnership HealthPlan in coordination with Solano County to the Department of Health Care Services (DHCS).
- There is a continued need for a specialized medical case management community team as the number of people receiving services that have high complex medical needs, such as eating disorders, is increasing. Many clients are remaining on case management but would benefit from a program that is community-based with more emphasis on complex medical concerns; however, finding and contracting with agencies for these services has proven difficult.
- A new expanded Internship Program will provide workforce development opportunities for students and stipends to students completing master's degree level programs and pre- and post-doctoral interns in the fields of health services psychology, counseling, and social work. Stipends will be awarded to students providing services to the unserved/underserved communities throughout Solano County. The interns will be placed in county operated programs and provided clinical supervision and support. The Internship Program Coordinator will focus on bilingual/bicultural recruitment with the goal of building an ongoing relationship with institutions of higher learning to build a culturally and linguistically competent workforce. The Internship Program currently has a Health Service Psychology Internship - Provisional Association of Psychology Postdoctoral and Internship Centers (APPIC) membership with the goal to become American Psychological Association (APA) credentialed for Psychology as requirements are met.

- Solano Behavioral Health, in partnership with California Mental Health Services Authority (CalMHSA), has joined the initiative to offer a loan repayment program. The one-time award of up to \$10,000 would be to qualified providers within the Solano County behavioral health care provider network that commit to a 12-month service obligation in a recognized hard-to-fill or hard-to-retain position. Through this program, Solano Behavioral Health seeks to support its qualified providers that service the most underserved populations within the county and work in the most hard-to-retain positions.

Substance Use Disorders

- In 2022, 968 Solano residents were served by 39 providers in the regional model. Behavioral Health staff managed 181 of these clients. Service linkage continues through referral to Carelon (formerly known as Beacon) call center, SUD providers, or Behavioral Health staff who complete American Society of Addiction Medicine (ASAM) assessments to determine level of care and needs.
- Services continue to be expanded through the Organized Delivery System (ODS) Drug Medi-Cal (DMC) waiver through Partnership HealthPlan of California (PHC) under the seven county regional model, which includes prevention, intervention, treatment, and recovery services for substance use for youth and adults, including probationers and parolees; residential treatment for adults, with preferential placement given to pregnant and postpartum women and IV drug users; withdrawal management, or detox; Medication Assisted Treatment, and recovery supports. This year, Solano Behavioral Health worked with PHC to add a new provider focused on serving youth substance use treatment that did not previously exist in the county and advocated for expanded specialty SUD services within the county.

**WORKLOAD INDICATORS**

The following workload indicators cover calendar year 2022:

- Solano County Behavioral Health provided mental health services to approximately 5,805 severely mentally ill adults and youth through County programs, contract programs and the Managed Care Provider Network. The county adult outpatient clinic services served 3,287 adults, a 1% decrease from 2021. Programs served 1,736 youth, with many served in both contract programs 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.
- Approximately 50.4% of Behavioral Health services were delivered by county operated/staffed clinics and sites, and 49.6% were delivered by contractor-operated/staffed clinics and sites. Overall, approximately 91.5% of services provided are claimed to Medi-Cal.
- In addition to clinic-based mental health services, telehealth, and field-based services are provided when barriers to other options or beneficiary preferences dictate. Specifically, delivery of psychiatry and mental health services via telehealth to youth and adults. In 2022, 2,635 adult and 885 youth beneficiaries were served across eight county-operated sites and 14 contractor-operated sites.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents increases of \$19,851,443 or 17.0% in revenues and \$19,352,073 or 16.5% in appropriations when compared to the FY2022/23 Adopted Budget. The surplus of \$499,370 reflects restricted Department of State Hospitals (DSH) excess revenues that are anticipated to be earned in FY2023/24. The County General Fund reflects an increase of \$2,113,722 or 32.8% to offset the impact of the negotiated and approved labor contracts.

Primary Funding Sources

Federal revenues are a primary funding source for Behavioral Health Services. Federal revenue provides 50% reimbursement for adult mental health and Drug Medi-Cal services provided to traditional Medi-Cal recipients. Children’s mental health services are also primarily reimbursed at 50%. As part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, federal reimbursement for traditional Medi-Cal recipients was enhanced by 6.2% effective January 2020. Effective April 1, 2023, the enhanced federal revenue will be reduced in quarterly increments through the end of calendar year 2023. For the Medi-Cal recipients that became eligible under the Affordable Care Act (ACA), the federal reimbursement is 90%. To ensure that counties receive 100% reimbursement for the ACA population, State General Fund provides the difference. In addition to Federal Drug Medi-Cal revenues, services that are not Medi-Cal billable are funded with a federal Substance Abuse Block Grant (SABG) (previously referred to as Substance Abuse Prevention and Treatment or SAPT).

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Billing for Mental Health Medi-Cal services is changing on July 1, 2023 from a cost per unit basis to a service rate based on Current Procedure Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS) by provider type. Previously, county interim rates were claimed to DHCS and cost settled to actual costs through a lengthy cost settlement process. Under the new system, reimbursement is driven by direct service provision and not cost settled. Counties will bear more fiscal risk as they will be responsible for managing the behavioral health system with revenues generated through direct service billing. Another major change is how counties will receive Medi-Cal reimbursement. Medi-Cal revenues will be received through an Intergovernmental Transfer (IGT) process with DHCS. Counties will be responsible for providing the non-federal share to DHCS. DHCS will claim the services to the federal government and return both the nonfederal and federal share to the counties. DHCS has not finalized its procedures for this transfer so the impact on cash flow for the counties is unknown.

The Drug Medi-Cal Organized Delivery System (DMC-ODS) was implemented July 1, 2020. Partnership HealthPlan administers the Drug Medi-Cal services on behalf of the County. The County pays Partnership HealthPlan an interim per utilizer per month rate. Federal and State reimbursement is provided after the County pays Partnership HealthPlan. A reconciliation process to actual allowable costs between the County, Partnership HealthPlan, and the Department of Healthcare Services (DHCS) is supposed to happen yearly. The reconciliations for FY2020/21 and FY2021/22 are still pending.

MHSA is the primary State funding source for mental health services. MHSA funding provides cost reimbursement for mental health community support services, prevention and early intervention, and mental health workforce education. MHSA funding also provides the non-federal match for MHSA programs that include Medi-Cal billable services.

1991 and 2011 Realignment are the other significant funding sources for Behavioral Health. Counties receive a guaranteed amount of 1991 Realignment for Mental Health. In addition, counties may receive additional revenue after the guaranteed amount statewide is met. Once the guarantee is met, funding will be distributed up to an established base amount. If funding exceeds the base, growth is distributed and added to the base in the next fiscal year.

In 2011, State General Funds for children's mental health services, substance abuse treatment services, drug court activities, and substance abuse Drug Medi-Cal (DMC) were realigned to the County. Proposition 30 constitutionally protected this funding in 2012. The Department receives an established percentage of the State's determined base amount for 2011 Realignment yearly. Any growth above the State's base amount is distributed among counties. Growth is added to the base to establish a new base for the next fiscal year.

2011 and 1991 Realignment are principal funding sources for core services and the primary non-federal match for Medi-Cal along with MHSA funding. Realignment funding, however, is subject to fluctuations because it is primarily State sales tax based and growth has not kept pace with costs. Concerns remain that the growth in sales tax revenues will continue to be outpaced by the cost of realigned programs' responsibilities.

Mental Health also receives County General Fund to support program operations, primarily for the Integrated Care Clinics (ICCs), indigent inpatient stays, Institutes for Mental Disease (IMDs), and Augmented Board and Care (ABC) costs.

The Recommended Budget includes a \$19,851,443 or 17.0% net increase in revenues (includes \$499,370 in excess restricted Department of State Hospitals (DSH) revenues that are anticipated to be earned in FY2023/24), primarily due to the following:

- Increase of \$4,236,570 in Federal/State Short Doyle Medi-Cal revenues primarily due to anticipated increases in reimbursement as a result of payment reform implementation and increased billing for contracted services. The projection is based on several assumptions as many unknowns still exist for the payment reform transition expected July 1, 2023. Revenues also assume maximum subcontracted levels so staffing challenges may impact revenue generation. Minimally offsetting the increases is a reduction in DMC revenues due to reimbursements trending lower.
- Increase in MHSA funding of \$4,108,827 due to projected increases in staffing, countywide administrative and departmental overhead, marketing outreach, software, and contractor costs for MHSA funded programs.
- Increase of \$2,713,655 in the use of 1991 Realignment due to more bed days and rate increases for clients in Institutions for Mental Disease (IMD) and board and care facilities and increases in staff costs for supportive housing services. The Recommended Budget includes prior year 1991 Realignment anticipated rollover and projected FY2023/24 receipts to fund ongoing operations.

- Increase of \$2,456,434 in State grant revenues due the implementation of the Proposition 47 Cohort III Grant Program, increase in Mental Health Student Service Act (MHSSA) funding available for school sites, and an accounting change for recognizing DSH Diversion Grant revenues.
- Increase of \$1,435,232 in the use of 2011 Realignment primarily due to increases in Integrated Care Clinic (ICC) and children’s subcontracted outpatient costs, a correction in Medi-Cal revenue distribution for MHSA funded staff working in non-MHSA programs resulting in more realignment needed to cover operating costs in the non-MHSA funded children’s and adult programs and increases in unreimbursed DMC costs. The increases were partially offset with decreases in unreimbursed non-DMC program and Medi-Cal administrative costs. The Recommended Budget includes prior year 2011 Realignment anticipated rollover and projected FY2023/24 receipts to fund ongoing operations.
- Decrease of \$853,246 in Federal grant revenues due to the Justice Assistance Grant (JAG) ending in March 2023.
- Increase of \$751,767 in Federal Quality Assurance revenues primarily due to increases in staffing and DoIT charges. The Recommended Budget assumes that one prior year quarters and three current year quarters will be received in FY2023/24.
- Increase of \$417,866 in Federal Short Doyle Administration revenue primarily due to increases in staffing, operating, and overhead costs. The Recommended Budget assumes that one prior year quarters and three current year quarters will be received in FY2023/24.
- Decrease of \$210,968 in State Other due to less funding available to support CalAIM implementation activities in FY2023/24 as most milestones were met in FY2022/23.
- Decrease of \$148,977 in Federal SABG funding primarily due to the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funding ending December 31, 2022. The decrease is partially offset with an increase in prior year SABG revenues due to recent fourth quarter reimbursements higher than previous years due to more residential room and board and indigent costs reimbursed. The Recommended Budget assumes one prior year quarter and three current year quarters will be received in FY2023/24.
- Increase of \$123,538 in Federal Other revenues primarily due to additional ARPA funding available to support additional staffing for the first episode psychosis program and intensive treatment for patients with eating disorders.
- Increase of \$11,483 in Forfeitures and Penalties due to more fees projected to be received from Probation for drug and alcohol offenses.
- Decrease of \$5,306 in State 2011 Realignment revenues (AB 109) due to fewer reimbursed costs.
- Decrease of \$2,882 in Charges for Services primarily due to less First 5 Solano Children and Families Commission funding for children’s services due to fewer children eligible for reimbursement partially offset with more third-party payer revenues and driving under the influence (DUI) administrative fees.
- Increase of \$2,113,722 in County General Fund Contribution to offset the impact of negotiated and approved labor contracts.

Primary Costs

Primary costs for Behavioral Health are: \$39,626,162 for Salaries and Employee Benefits; \$9,569,024 for Services and Supplies; \$82,371,680 for Other Charges; \$26,307 for Leases; \$733,849 for Other Financing Uses; and \$4,100,371 for Intrafund Transfers.

The recommended appropriations for the Behavioral Health Division include \$124,102,569 for Mental Health (BU 7700) and \$12,324,824 for Substance Abuse (BU 7560).

The FY2023/24 Preliminary Recommended Budget includes \$19,352,073 or 16.5% net increase in appropriations primarily due to the following:

- Increase of \$4,761,122 in Salaries and Employee Benefits primarily due to the addition of new positions in Mental Health during FY2022/23 and negotiated and approved labor contracts, offset by an increase in budgeted salary savings.
- Increase of \$2,264,691 in Services and Supplies primarily due to increases in contracted services for a pending MHSA Innovation project, an increase in maintenance costs for the electronic health record system, the purchase of a data collection system that will convert data into real time outcomes to assist with care planning and clinical decision making; and, increases

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in data and program services for the Proposition 47 Cohort III Grant Program, subcontracted training and internship stipends, and advertising and marketing for public service announcements on suicide prevention and mental health stigma reduction. The variance also includes cost increases for DoIT and garage services.

- Increase of \$11,328,877 in Other Charges due to net increases in bed days and rates for inpatient hospital, Institutions of Mental Disease (IMD) facilities, Augmented Board and Care (ABC), and Board and Care facilities, locum tenens costs due to difficulties in hiring psychiatrists, expansion of the Crisis Residential Treatment (CRT) program to 16 beds, operational costs for the Beck Residential Facility, expansion of First Episode Psychosis (FEP) and eating disorder contracted services, Short Term Residential Treatment Program (STRTP) bed days for children, increases in rates and salaries for vendors to address staffing recruitment issues, and reinstating programs to pre-pandemic levels. Countywide Administrative Overhead costs also increased significantly. These increases are partially offset with reductions in the managed care offset for fee for service inpatient bed days and interfund professional services for the jail related re-entry program.
- Increase of \$26,307 in Leases as this was budgeted in Other Charges in prior fiscal years.
- Increase of \$241,195 in Other Financing Uses primarily due to the operating transfer out to the Sheriff's Office for the jail related re-entry program, offset by a reduction in transfer out to Fleet as no vehicle purchases are budgeted for FY2023/24.
- Increase of \$729,881 in Intrafund Transfers due to increases in Health and Social Services Departmental overhead, and additional Public Health staff working on substance abuse prevention activities and transfer of Proposition 47 grant funding to enhance the housing database in Public Health's integrated data system.

Contracts

The recommended appropriations for Behavioral Health include \$76,031,701 or 56% in contracted services for the provision of an array of substance abuse and mental health services. H&SS will return to the Board in June 2022 with a master list of contracts for the Board's consideration.

Fixed Assets

None.

**DIVISION COMMENTS**

None.



**Summary of Division Budget**

**7780 – Fund 902-Behavioral Health  
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<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
FINES, FORFEITURES, & PENALTY	20,703	19,438	30,921	11,483	59.1%
INTERGOVERNMENTAL REV STATE	32,610,433	41,483,174	49,456,561	7,973,387	19.2%
INTERGOVERNMENTAL REV FEDERAL	34,950,523	33,540,178	36,483,356	2,943,178	8.8%
CHARGES FOR SERVICES	662,889	565,228	562,346	(2,882)	(0.5%)
MISC REVENUE	406,488	0	0	0	0.0%
OTHER FINANCING SOURCES	23,943,652	35,013,628	41,826,183	6,812,555	19.5%
GENERAL FUND CONTRIBUTION	6,453,674	6,453,674	8,567,396	2,113,722	32.8%
<b>TOTAL REVENUES</b>	<b>99,048,361</b>	<b>117,075,320</b>	<b>136,926,763</b>	<b>19,851,443</b>	<b>17.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	28,692,204	34,865,040	39,626,162	4,761,122	13.7%
SERVICES AND SUPPLIES	6,139,910	7,304,333	9,569,024	2,264,691	31.0%
OTHER CHARGES	60,690,911	71,042,803	82,371,680	11,328,877	15.9%
LEASES	0	0	26,307	26,307	100.0%
OTHER FINANCING USES	283,698	492,654	733,849	241,195	49.0%
INTRA-FUND TRANSFERS	3,240,634	3,370,490	4,100,371	729,881	21.7%
<b>TOTAL APPROPRIATIONS</b>	<b>99,047,357</b>	<b>117,075,320</b>	<b>136,427,393</b>	<b>19,352,073</b>	<b>16.5%</b>
<b>NET CHANGE</b>	<b>(1,005)</b>	<b>0</b>	<b>(499,370)</b>	<b>(499,370)</b>	<b>0.0%</b>

<b>STAFFING</b>					
BEHAVIORIAL HEALTH	216.25	229.25	241.05	11.80	5.1%
<b>TOTAL STAFFING</b>	<b>216.25</b>	<b>229.25</b>	<b>241.05</b>	<b>11.80</b>	<b>5.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the Division’s position allocations since the adoption of the FY2022/23 Budget are provided below:

On January 10, 2023, the following five positions were approved by the Board to build and support the infrastructure for the Behavioral Health Internship Program and funded with ARPA-SLRF Coronavirus State and Local Fiscal Recovery Fund (SLRF) revenue:

- Added 1.0 FTE Mental Health Clinical Supervisor.
- Added 1.0 FTE Mental Health Clinician (Licensed).
- Added 1.0 FTE Office Assistant II.
- Added 2.0 FTE Limited-Term Psychology PhD Intern (TBD) through June 30, 2024 and effective July 1, 2023.

Also, on January 10, 2023, the following two limited-term positions were approved by the Board to improve coordinated re-entry planning for individuals with behavioral health needs returning to the community from jail, including clinically appropriate housing and support services, funded with the Proposition 47 Cohort III Grant Program award of \$6 million from the Board of State and Community Corrections:

- Added 1.0 FTE Limited-Term Community Services Coordinator through June 30, 2026.
- Added 1.0 FTE Limited-Term H&SS Planning Analyst through June 30, 2026.

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On February 28, 2023, the Board amended the Alphabetical Listing of Classes and Salaries to retitle the classification of Mental Health Services Administrator to Behavioral Health Services Administrator and adopted a resolution to reclassify 2.0 FTE Mental Health Services Administrators to 2.0 FTE Behavioral Health Services Administrators due to the change in job title.

On March 7, 2023, the Midyear Financial Report included the following position changes:

- Added 0.3 FTE Mental Health Clinician (Licensed) to provide clinical assessments and direct treatment under the Centralized Assessment Team (CAT) to comply with the California Advancing and Innovating Medi-Cal (CalAIM) initiative to ensure that Medi-Cal beneficiaries receive timely mental health services. The position is funded with MHSA revenue.
- Added 0.5 FTE Mental Health Specialist II to address additional demands on children's programs as a result of new federal and State requirements. The position provides intensive home-based services to foster youth. The position is funded with Medi-Cal and MHSA revenues.
- Reclassified 2.0 FTE Mental Health Services Manager (TBD) to 2.0 FTE Senior Mental Health Services Manager (TBD) to align complexity of job duties and program oversight with appropriate classification. Positions are funded with Medi-Cal revenues, MHSA and 1991 Realignment.
- Added 1.0 FTE Mental Health Clinician (Licensed) to provide postvention case management for residents when there has been a suicide death and create a survivor mentor network. The position is funded with MHSA Innovation funds.
- Extended 1.0 FTE Limited-Term (project) Mental Health Clinician (Licensed) through June 30, 2024. The position provides assessments and triage for Mental Health diversion clients and is funded with a Department of State Hospitals (DSH) grant allocation.
- Converted 1.0 FTE Limited-Term (project) Mental Health Specialist II to 1.0 FTE Mental Health Specialist II regular full-time. The position is funded with Substance Abuse Block Grant (SABG).

During FY2022/23, 2.0 FTE Community Services Coordinators transferred from the Administration Division to Behavioral Health Division. The positions support outreach efforts for those that are homeless and experiencing mental illness, funded with 1991 Realignment. Additionally, 1.0 FTE Health Education Specialist (Senior) transferred from Health Services to Behavioral Health's Substance Abuse Division and is funded with Substance Abuse Block Grant.

There are no changes in position allocation in the FY2023/24 Recommended Budget.

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

Behavioral Health programs rely significantly on 1991 and 2011 Realignment and MHSA revenues to fund the nonfederal share for Medi-Cal services and operating costs for programs if no other funding source is available. Realignment funding relies on sales tax generation and MHSA on personal income taxes on higher income taxpayers. While these sources experienced more growth than anticipated, any fluctuations in the economy will impact what the County receives for these revenues. The Recommended Budget assumes that many of the programs will return to pre-pandemic levels. If staffing recruitment and retention challenges remain, program expenditures and revenue generation may be impacted.

Behavioral Health is facing a mental health workforce crisis unlike any other in recent history; this is a statewide and national trend. Staffing issues are impacting service delivery for the County, County contract providers and the State system. Due to the mental health workforce crisis, County programs may accrue waitlists, and contractors are requesting rate increases, limiting services, or not able to operate or expand their services in some areas to meet client demand. On September 27, 2022, the Board approved and allocated funding to support a Learning Hub, i.e., a formal internship program, creating a structured training environment for the Mental Health workforce to recruit students, offer opportunities for students' and new hire required practicum and graduate experience hours, and hire once minimum qualifications are met. Solano Behavioral Health began implementation of this new program in Spring 2023.

The California Department of Health Care Services (DHCS) continues to implement components of California Advancing and Innovating Medi-Cal initiative (CalAIM), the negotiated federal/State plan approved and launched in January 2021. CalAIM includes major reforms specific to Behavioral Health services that will change the service model and impact operating budgets and the ultimate impacts remain unknown.

Payment reform, included under CalAIM and scheduled for full implementation in July 2023, will significantly change Medi-Cal reimbursement rates, billing and fiscal operations, and contractual obligations. Due to significant changes with payment reform and the fiscal risk shifted to counties, counties continue to assess the impact of DHCS provided rates on County operations and continue to seek guidance on appropriate codes. Guidance from DHCS has been delayed and unclear at times on key elements so counties remain concerned about the fiscal impacts on Medi-Cal reimbursement after implementation.

Reimbursement to counties will also be through an Intergovernmental Transfer (IGT) process. DHCS has not issued its final policy and procedures on this process, including the details and timing for the process, so the impact to cash flow is uncertain.

Also required under CalAIM and the federal 21<sup>st</sup> Century Cures Act, are significant upgrades and changes to Behavioral Health's electronic health systems requiring significant investments in DoIT infrastructure and support staff. Implementing these initiatives will have programmatic, staffing, and fiscal impacts for the County. Other CalAIM milestones are spread out according to the DHCS timelines until 2027.

Included in CalAIM is a requirement to standardize specialty mental health services for all counties, which means that current Kaiser Medi-Cal specialty mental health services (SMHS) clients carved-out ("served by Kaiser versus County Behavioral Health") from Solano must be transitioned back to the County caseload. Currently the fiscal and program responsibilities occur outside of the County directly from the State to Kaiser. The State's expectation is that the County will become responsible for an estimated 2,091 current Kaiser SMHS clients, most recently scheduled no earlier than July 2023, but currently delayed to a date uncertain. The County is continuing to advocate for sufficient funding and time to absorb this new, significant responsibility and is seeking information about the potential clients to start transition planning with Kaiser, hiring and expanding the contractor network, as well planning for an expansion to the current array of services based on client level of care needs.

The Drug Medi-Cal (DMC) Organized Delivery System (ODS) Waiver for services provided through a Prepaid Inpatient Health Plan (PIHP) was implemented July 1, 2020 as a regional model of seven counties with Partnership HealthPlan of California (PHC). The initial reconciliation process, which was originally slated for December 2021, has not occurred. The reconciliation will include a cost settlement between the County, PHC and DHCS, as well as potentially rebase the per utilizer per month (PUPM) rate the County pays for services. Potential fiscal impacts are unknown as both the FY2020/21 and FY2021/22 reconciliations have not been completed. Furthermore, as part of CalAIM, the State released a concept paper for Behavioral Health Administrative Integration of mental health and substance use disorder services that will cause administrative changes to current processes. DHCS received approval from the Centers for Medicare and Medicaid (CMS) to reauthorize the DMC-ODS in the CalAIM Section 1915(b) waiver through December 31, 2026, alongside the State's other Medi-Cal delivery systems: Medi-Cal managed care, dental managed care, and Specialty Mental Health Services (SMHS). At this time, it is unknown how this will affect the DMC-ODS regional models like Partnership HealthPlan, but the State's intent is to consolidate specialty mental health services (SMHS) and substance use disorder services into a single county-based behavioral health program. This program will be operated under a single, integrated contract between counties and the State by 2027.

The 2022 Budget Act provided expansion funding to the Department of State Hospitals (\$535.5 million for FY2022/23) to implement strategies/solutions to address the increasing number of individuals with serious mental illness who become justice-involved and deemed Incompetent to Stand Trial (IST) on felony charges. Components of the solutions included providing early stabilization, care coordination, expand community-based treatment and diversion options of felony ISTs by 5,000 beds over four years. Senate Bill (SB) 184 (Chapter 47, Statutes of 2022) created Welfare and Institutions Code (WIC) §4336 which establishes a growth cap for each county for felony IST determinations and includes a county penalty if a county exceeds its growth cap. Beginning in FY2022/23, if a county's total number of annual felony IST determinations exceeds the county's baseline, the county will be subject to a penalty payment. Beginning December 31, 2022, and quarterly thereafter, DSH will provide counties with a progress report. The impact of the penalties charged to Solano County for this expanded mandate are yet to be determined as the Court may refer to County Behavioral Health if resources are available; however, the law still charges the County penalties if the number of referrals are above the State determined baseline, leading to the County being penalized for law enforcement arrests and subsequent Court determinations.

There have been significant statutory changes to court/criminal procedures (Diversion, LPS) to prevent unnecessary jail time, justice involvement, or State hospital institutionalization of persons with mental illnesses. Mental Health Diversion, per Penal Code (PC) §1001.36, has been implemented in Solano County for several years. The Mental Health Diversion program is a pretrial diversion program. This means that after an individual is arrested and charged with a crime, they enter the Mental Health Diversion program instead of being immediately sentenced through a trial or plea deal. However, as of January 1, 2023, statutory changes

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to the criteria for eligibility of diversion lessened and more people now qualify for diversion under the statute. This has increased the number of individuals Behavioral Health is asked to assess and triage for possible treatment to SMHS; this also impacts Partnership HealthPlan as well as those privately insured, and each system's ability to support those needing diversion but who are on the mild/moderate spectrum of need.

Additionally, PC §1370.01, changed in July 2022, allows the Department of State Hospitals to divert those on misdemeanors and felonies. Behavioral Health has begun receiving an increased volume of referrals for assessments and possible LPS conservatorship requests-many of whom are inappropriate for conservatorship and can benefit from first time treatment. This is also greatly impacting Public Guardian in their need to process eligibility for LPS conservatorship in a timely manner and join in clinical and legal conversations with the program and counsel team. Proposition 47 will support misdemeanor IST population and Solano Behavioral Health will be receiving \$100,000 in annual funds to support coordinating and facilitating collaborative County Stakeholder Workgroups that target strategies and seek solutions to reduce the criminalization of individuals with serious mental illnesses and reduce the number of individuals who are determined to be incompetent to stand trial (IST) on felony charges. This was part of the Department of State Hospitals Diversion and Community Restoration Team's Departmental Letter 22-002 sent on December 5, 2022, which also highlights this in relation to CARE Court (see below).

Moreover, changes to LPS laws include AB 2275 (Chapter 960, Statutes of 2022) which modifies the timeline for involuntary holds starting at detention and requires LPS certification review hearings to be held within four days of an individual being certified for intensive treatment, or within seven days of the date an individual was initially placed on a 5150 hold (if not certified for intensive treatment) pursuant to federal case law. This is requiring Behavioral Health to have certification review hearings in hospital emergency departments due to timing and may create new workflows for emergency rooms and jails. The law expands the demands on patient's rights staff and County Counsel who each have a role in the hearing processes. In connection, SB 929 (Chapter 539, Statutes of 2022) requires Behavioral Health to track holds and create MOUs with each hospital to receive highly detailed protected health information data and provide it to DHCS on a quarterly basis, which requires significant information technology support and infrastructure as well. There are also separate requirements to Judicial Reporting by the courts.

CARE Court, under SB 1338 (Chapter 319, Statutes of 2022), is a new civil court process designed to connect individuals with certain mental health diagnoses over a one-to-two-year process with county behavioral health services under the oversight of the courts. Concerns continue to be highlighted around civil rights, clarity for eligibility, roles between county behavioral health services and courts, fines and penalties imposed by the court, and lack of housing stock to meet the requirements of the client plan. Solano Behavioral Health is working toward implementation by December 1, 2024 and has received \$250,000 in planning funds; however, no additional funds have been identified for ongoing treatment with the State asserting that CARE Court clients are already a county responsibility and should be absorbed into the network.

LPS reform under SB 43, introduced by Senator Eggman on December 5, 2022, significantly expands California's criteria for involuntary holds and involuntary commitments/conservatorship by creating a new set of eligibility criteria based solely on a person's mental health disorder or substance use disorder, including alcohol use disorder, if that disorder will result in substantial risk of serious harm to the physical or mental health of a person. Based on how State and federal laws are structured, counties would bear the disproportionate share of costs and liability associated with expanded involuntary commitments. This legislation would further strain the capacities of the mental health workforce and the limited treatment beds and step-down options, and with little to no additional funding.

Broader Behavioral Health Reform for Medi-Cal Managed Care (MCP) and Commercial Insurance: Align behavioral health benefits across all health plans in California so all Californians enjoy access to care. This will require close partnership with both Medi-Cal and commercial health plans to address opportunities to build needed programs and capacity. This would significantly increase accountability for services provided and outcomes achieved for all Californians through greater reporting expectations and transparency around access, quality, equity, and cost/revenue data applied to all county behavioral health plans.

Medi-Cal cost report audits continue to be delayed. The County recently received the FY2013/14 Short Doyle audit which the department intends to appeal its findings. Counties continue to be concerned about the lag in timing of audits and the lack of consistency in how costs are treated. Counties are also unable to submit the FY2021/22 Medi-Cal cost report that was due December 31, 2022 as DHCS has not issued the templates for county submissions. DHCS also continues to indicate their intent to recoup from counties beginning in FY2023/24 previous DHCS errors related to State withholds for the nonfederal share of some inpatient bed days and State claims for services not federally eligible due to unsatisfactory immigration status. Total statewide recoupment for both is \$63.5 million.

**DIVISION PURPOSE**

The mission of the Department of Health and Social Services - Family Health Services Division is to optimize the health of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

**FUNCTION AND RESPONSIBILITIES**

The Family Health Services (FHS) Division operates fixed-site, Federally Qualified Health Center (FQHC) (see glossary for definition) medical and dental clinics in Fairfield, Vacaville, and Vallejo, as well as mobile clinics that provide medical services, dental services, and limited mental health services. The majority of patients served by FHS are Medi-Cal recipients; however, there are a number of uninsured, vulnerable underinsured, and homeless patients served by the clinics as mandated by Welfare and Institutions Code §17000.

The key functional areas in Family Health Services include primary care, dental care, and behavioral health care.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In December 2022, Solano Family Health Services' membership was 26,605 Medi-Cal enrollees assigned through Partnership HealthPlan of California (PHC).

- Due to the shortage of providers, the Fairfield Adult Primary and the Vacaville Primary clinics have been closed to new member assignments from PHC. Although these clinics are closed to new members, FHS focuses efforts on improving the quality of care for those currently enrolled.
- Provider recruitment continues to be an ongoing challenge. The 2022 calendar year ended with a significant shortfall in staffing levels in both County employees and Touro University staffing for specialty care.
- Provider vacancies significantly impacts the financial deficit of the clinics. In addition to recruitment efforts through the County Department of Human Resources, FHS works with a specialized recruiting firm to recruit providers and plans to expand the number of recruiting firms utilized. Additionally, locum tenens providers are used to bridge the gap until permanent positions can be filled.
- Challenges remain with the current electronic health record system impacting productivity, and patient and provider/staff satisfaction. Family Health Services is in the process of finalizing a contract to migrate the current electronic health record system to a new platform. Implementation would begin in February 2024 and anticipated to be completed in September 2024. Funding for the new system has been secured with \$2.57 million in one-time American Rescue Plan Act (ARPA) - Coronavirus State and Local Fiscal Recovery Funds (SLFRF) commitment by the Board of Supervisors and \$1.0 million that was jointly secured by Representative Garamendi and Senator Padilla through the federal Community Project Funding initiative that allows members of congress to request direct funding for projects that benefit the communities they represent.

**WORKLOAD INDICATORS**

- The COVID-19 pandemic and resulting economic downturn intensified local and national communities' food insecurity. The We're All Family! Mobile Food Pharmacy (MFP) program, sponsored by the Yocha Dehe Wintun Nation, experienced this firsthand through an increase in utilization of their program's healthy and nutritious food distribution. The average total pounds of produce distributed increased by 48.1%. Since the official launch of the program, the MFP has provided more than 760 tons of free and fresh produce to low-income families. The number of Food Rx Prescriptions redeemed by clients (food boxes) increased by 18.5%.
- In 2022, FHS provided primary care and dental health services to 18,591 patients, a decrease of 6% in patients from 2021. There were a total of 54,066 patient visits, a 17% decrease from the prior fiscal year. The decline in patient visits is primarily due to patients not seeking preventive care visits, post-pandemic, and reduced clinic staffing levels impacting the availability of patient appointments, which in turn decreases the number of patients receiving services.
- In 2022, of the 18,597 FHS patients reporting, 28% reported living below 100% of the Federal Poverty Line (FPL) and 83.3% had Medi-Cal Managed Care as their primary insurance or were dually enrolled in Medicare and Medi-Cal. Medicare recipients represented 8.9% of clients, uninsured patients represented 7.5% of clients and the remaining 0.4% were enrolled with a private insurer.

- FHS is evaluating duties and assignments of personnel in both the Call Center and on the Quality Improvement Team with the goal of creating optimal staffing levels and efficiency.

### **DIVISION BUDGET SUMMARY**

The Recommended Budget represents increases of \$777,028 or 2.4% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. The Recommended Budget includes one-time ARPA-SLFRF contribution in the amount of \$4,486,028 to fund the ongoing structural deficit.

#### Primary Funding Sources

The primary funding source for the Family Health Services (FHS) Division is the Federally Qualified Health Center (FQHC) funds and reimbursements for eligible clients. Primary care and dental clinics are designated as FQHC sites through the Healthcare for the Homeless grant administered by the Health Resources and Services Administration (HRSA). FQHCs are non-profit or public entities that serve designated medically underserved populations/areas or special medically underserved populations comprised of migrant and seasonal farmworkers, the homeless or residents of public housing. The FQHC designation allows clinics to bill a bundled rate per visit (PPS – prospective payment system) instead of a fee-for-service rate.

FQHC reimbursement is based on a site-specific encounter rate with an interim encounter rate established during a designated rate setting year. The California Department of Health Care Services (DHCS) conducts an audit of the interim rate at a much later date in order to set a permanent rate. H&SS has already received permanent rates for 365 Tuolumne in Vallejo in FY2010/11, 2101 Courage in Fairfield in FY2005/06, 2201 Courage in Fairfield in FY2010/11, 1119 E. Monte Vista in Vacaville in FY2013/14, and for the dental van in FY2012/13. In FY2021/22, H&SS received a permanent rate for the Primary Care Van retroactively to FY2016/17. Other important funding sources for Family Health Services include the Health Care for the Homeless grant and the Ryan White (HIV/AIDS) grant.

FHS continues to experience operating losses due to insufficient FQHC revenues partly caused by circumstances beyond the clinics' control such as reimbursement rates not keeping up with rising costs to operate the clinics, and provider vacancies.

Previously, H&SS redirected 1991 Public Health Realignment to cover 100% of the FHS structural deficit, i.e., funding gap. However, 1991 Public Health Realignment is a primary source of County funding for the provision of Public Health services. The continued use of 1991 Public Health Realignment in FHS negatively impacts Public Health's ability to sustain on a long-term basis the core functions of Public Health that are primarily funded with 1991 Public Health Realignment. As a result, the FY2023/24 Recommended Budget includes the utilization of \$4.5 million in one-time ARPA-SLFRF revenue replacement/recovery funds to support the FHS clinics.

The Recommended Budget for Family Health Services includes a \$777,028 or 2.4% net increase in revenues compared to the FY2022/23 Adopted Budget primarily due to the following:

- Increase of \$4,486,028 in ARPA-SLFRF revenue to fund the ongoing structural deficit within the clinics which was funded in FY2022/23 with 50% 1991 Public Health Realignment and 50% County General Fund.
- Decrease of \$1,337,437 in County General Fund.
- Increase of \$521,591 in FQHC revenues under Charges for Services due to a projected increase in encounters resulting from additional providers through a locum tenens contract.
- Increase of \$237,241 in Federal Other to recognize federal Community Project Funding for the electronic health record system upgrade. Representative Garamendi and Senator Padilla secured \$1 million in federal funding for the upgrade which expires July 2024. Family Health Services is working on the application for receipt of the award and will include additional information and/or budget adjustments in the FY2023/24 Supplemental Budget.
- Decrease of \$1,636,859 in Federal Direct – COVID-19 due to one-time COVID-19 related grants received and fully expended in FY2022/23. The Recommended Budget reflects remaining balance of HRSA Capital Grant funding.
- Decrease of \$1,337,436 in 1991 Public Health Realignment. The Recommended Budget reflects the use of \$1,237,344 to fund the cost of care of the uninsured and underinsured (under W&I Code §1700) that cannot be covered by the (HRSA) Section 330 grant and the cost of Public Health services being provided at the FHS clinics such as immunization, and viral and tuberculosis care.

## Summary of Division Budget

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- Decrease of \$111,381 in Federal Aid primarily due to a projected decrease in one-time funding from Ryan White Part C Capacity grant which expires August 31, 2023.
- Decrease of \$44,719 in Miscellaneous Revenues due to a decrease in estimated quality incentive revenues from Partnership HealthPlan.

### Primary Costs

The Recommended Budget includes \$33,604,960 in appropriations, an increase of \$777,028 or 2.4%. Primary costs are \$20,682,936 for Salaries and Employee Benefits; \$6,729,236 for Services and Supplies; \$2,962,225 in Other Charges; \$184,100 in Fixed Assets; \$251,670 for Other Financing Used; and \$2,794,793 in Intrafund Transfers.

The Recommended Budget includes a \$777,028 or 2.4% net increase in appropriations primarily due to the following:

- Decrease of \$449,652 in Salaries and Employee Benefits due to an increase of \$1,963,528 in anticipated salary savings resulting from vacancies, offset by increases due to negotiated and approved labor contracts.
- Increase of \$489,813 in Services and Supplies primarily due to increases in the Department of Information Technology (DoIT) costs, software maintenance, insurance, contracted and professional services, offset by decreases in computer related costs and non-computer related costs.
- Increase of \$215,331 in Other Charges primarily due to increases in contracted direct services and Countywide Administrative Overhead, offset by decreases interfund professional services and small projects.
- Increase of \$184,100 in Fixed Assets for equipment for the dental clinics.
- Increase of \$26,452 in Other Financing Uses due to increase in pension obligation bond costs.
- Increase of \$310,984 in Intrafund Transfers primarily due to increases in H&SS administrative costs and for staff from other divisions supporting Family Health Services.

### Contracts

The FY2023/24 Recommended Budget for Family Health Services includes a total of \$2,016,939 or 6.0% in contracted services. H&SS will return to the Board in June 2023 with a master list of contracts for the Board's consideration.

### Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed assets for the dental clinics, funded with ELC grant revenue:

- \$60,000 for six Dexis digital dental x/ray sensors.
- \$44,400 for free standing dental cabinetry.
- \$24,000 for four dental intraoral x-ray sensors.
- \$18,100 for two Statim sterilizers.
- \$17,600 for two autoclave sterilizers.
- \$15,000 for a portable dental unit.
- \$5,000 for a dental x-ray chair.

### **DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	1,292,537	2,574,780	1,237,344	(1,337,436)	(51.9%)
INTERGOVERNMENTAL REV FEDERAL	5,381,752	4,138,859	2,627,860	(1,510,999)	(36.5%)
CHARGES FOR SERVICES	16,370,351	23,394,701	23,916,292	521,591	2.2%
MISC REVENUE	2,093,833	1,382,155	1,337,436	(44,719)	(3.2%)
GENERAL FUND CONTRIBUTION	0	1,337,437	4,486,028	3,148,591	235.4%
<b>TOTAL REVENUES</b>	<b>25,138,472</b>	<b>32,827,932</b>	<b>33,604,960</b>	<b>777,028</b>	<b>2.4%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	15,994,063	21,132,588	20,682,936	(449,652)	(2.1%)
SERVICES AND SUPPLIES	4,815,448	6,239,423	6,729,236	489,813	7.9%
OTHER CHARGES	2,086,063	2,746,894	2,962,225	215,331	7.8%
F/A EQUIPMENT	24,960	0	184,100	184,100	100.0%
OTHER FINANCING USES	155,874	225,218	251,670	26,452	11.7%
INTRA-FUND TRANSFERS	2,079,595	2,483,809	2,794,793	310,984	12.5%
<b>TOTAL APPROPRIATIONS</b>	<b>25,156,004</b>	<b>32,827,932</b>	<b>33,604,960</b>	<b>777,028</b>	<b>2.4%</b>
<b>NET COUNTY COST</b>	<b>17,531</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
FAMILY HEALTH SVS	152.40	156.40	156.40	0	0.0%
<b>TOTAL STAFFING</b>	<b>152.40</b>	<b>156.40</b>	<b>156.40</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Previously, H&SS used 1991 Public Health Realignment and County General Fund to fill the structural deficit (i.e., funding gap) in FHS. However, 1991 Public Health Realignment is a primary funding source for the County to provide Public Health services. The FY2023/24 structural deficit for FHS of \$4,486,028 will be funded with one-time ARPA-SLFRF funds. On December 6, 2022, the Board allocated \$10 million in ARPA-SLFRF funds for revenue replacement for County services.

**SUMMARY OF POSITION CHANGES**

The position allocation report published in the FY2022/23 Adopted Budget reflects 5.0 FTE Health Services Managers and 0.0 FTE Medical Records Technician (Senior); however, this is an error, and the FY2022/23 Adopted Budget should have reflected 4.0 FTE Health Services Managers and 1.0 FTE Medical Records Technician (Senior).

On September 27, 2022, the Board adopted a resolution amending the Alphabetical Listing of Classes and Salaries to add the classifications of Health Services Clinic Manager and Health Services Clinic Manager (Senior) and reclassified 4.0 FTE Health Services Managers to 4.0 FTE Health Services Clinic Managers and 1.0 FTE Health Services Manager (Senior) to 1.0 FTE Health Services Clinic Manager (Senior).

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Staff continue to review and make operational changes to address quality and clinical performance measures and outputs.

Challenges remain in streamlining processes within the current electronic health record system, which is key to gaining productivity improvements. Efforts to overcome these challenges include care teams created within the health centers to map current processes and find opportunities for improved performance and efficiencies.

FHS is also evaluating the financial and operational considerations for replacing the current electronic health record system in the coming fiscal year. It is anticipated that implementation will require six months to a year and will result in operational downtime (reduced client visits) for training and implementation of the new system. Other potential impacts and the full cost of this



replacement are at the present unclear; however, it is anticipated that once implementation is completed, provider performance and client throughput as well as access to quality data will substantially improve, which can improve overall patient outcomes as well as generate encounter-based revenue.

FHS continues to focus on operational and process improvements in order to optimize client services and revenue generation and anticipates implementing several changes, including provision of improved communication with clients using telehealth and more robust appointment scheduling.

DHCS, Managed Care Plans and community health care associations have begun to offer new financial structure options to FQHCs desiring to move to an Alternative Payment Methodology (APM) model. APM is a payment approach that gives added incentive payments to provide high-quality and cost-efficient care. Replacing the current encounter-based financial system with APM in lieu of the prospective payment system is greatly desired to elevate complex-patient care and improve quality and other clinical and financial outcomes. Family Health Services has a complex patient population with over 40% of the clinic traffic reporting issues with housing and homelessness. In Fall 2022, Family Health Services presented a Letter of Intent (LOI) to DHCS indicating the County’s desire to move to an APM Model. The LOI indicated that as a system, Family Health Services is not yet ready or prepared for the change. Family Health Services must undertake several changes including APM financial analysis, a new electronic health record system, coding program, quality/performance leadership, organizational transformation, and a patient-centered staffing plan.

The federal Affordable Care Act (ACA) has so far withstood several repeal attempts. Through ACA, counties’ costs of serving the indigent population decreased as many formerly uninsured individuals obtained health coverage through the Medicaid expansion implemented under the ACA. In June 2013, the State signed into law AB 85 (see glossary for definition) which provided a mechanism for the State to redirect counties’ 1991 PH Realignment funding previously dedicated to pay for indigent healthcare costs to fund social services programs, specifically the CalWORKs grant increases. For Solano County, the amount redirected each year is \$6.9 million. In the meantime, counties remain responsible for providing healthcare to the indigent population under Welfare and Institutions Code §17000. Any successful attempt to repeal the ACA will have drastic impacts across the healthcare spectrum. Specifically, for the County health centers, a repeal of the Medicaid expansion under ACA would significantly increase counties’ indigent healthcare costs, leaving counties with no dedicated funding stream.

With the ending of the federal public health emergency on May 11, 2023, one-time funding awards that were used to support a wide range of pandemic response activities will be ending. These include COVID-19 Vaccination Capacity, COVID-19 Response and Treatment Capacity, Maintaining and Increasing Capacity, Recovery and Stabilization, and Infrastructure.

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## **DIVISION PURPOSE**

The mission of the Department of Health and Social Services - Health Services Division is to optimize the health of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

## **FUNCTION AND RESPONSIBILITIES**

### Emergency Services

The Emergency Services Bureau is comprised of Emergency Medical Services (EMS), Emergency Preparedness and Response, and the Immunization Program, and is responsible for designation and oversight of specialty care medical centers, including Trauma Centers, ST Elevation Myocardial Infarction (STEMI) Centers (hospitals that receive heart attack cases), Stroke Centers, Emergency Departments approved for Pediatrics, and Hospital/EMS Communication Base Stations. The Bureau also provides oversight of emergency medical licensed and accredited personnel, such as Mobile Intensive Care Nurses, Paramedics, and Emergency Medical Technicians. The Bureau coordinates and conducts the annual Statewide Medical and Health Exercise (SWMHE) designed to test the County's medical partners' ability to effectively respond to, and recover from, catastrophic events and/or disasters. The Bureau's EMS Program also serves as the County's Emergency Medical Services Agency and is responsible for oversight of the countywide emergency medical services system. In a public health emergency, the Bureau provides support for emergency operations, distribution of critical supplies (e.g., personal protective equipment), coordination of EMS resources, distribution of vaccines and therapeutic agents as needed and operation of vaccination clinics.

### Public Health

Public Health is responsible for monitoring, understanding, and helping to address health concerns facing the community. Public Health performs surveillance for communicable diseases, chronic diseases and injuries, and risk factors for health conditions, and it responds to emerging disease threats and outbreaks. It provides services to vulnerable populations and focuses on prevention of disease, disability, and harmful health outcomes. Public Health collaborates with the healthcare community and community partners to inform and coordinate on issues of importance and communicates with the public to provide residents with sufficient information to make healthy choices. Public Health is in the forefront of fostering and participating in community coalitions and professional networks, as well as in developing public health policies, and it is responsible for enforcing public health laws and regulations. Public Health also assists with emergency planning and response activities.

Key functional areas in Public Health include communicable disease control, surveillance and epidemiology, health promotion and community wellness, public health laboratory, maternal, child and adolescent health, nutrition services, and vital statistics. In 2015, the Older and Disabled Adult Services Bureau (ODAS) merged with Public Health along with services provided through In-Home Supportive Services, Adult Protective Services, Public Administrator / Public Guardian / Conservator, and the Public Authority. In 2019, the Napa/Solano Area Agency on Aging (N/S AAA) was established in the Older and Disabled Adult Services Bureau. The budget and metrics for ODAS and the N/S AAA are included in Budget Unit 7680, Social Services.

In 2022, the Solano County Board of Supervisors approved the reorganization of Solano Public Health to create the EPIC Bureau, (Emergency Services, Preparedness, Immunizations and Communicable Disease), and integrate the Emergency Services Bureau and Communicable Disease Program under one public health bureau. The EPIC Bureau was formed to integrate and coordinate efforts across disciplines that need to respond during a public health emergency, including a pandemic. In addition to overseeing the timely detection, prevention and control for all reportable diseases, the EPIC Bureau is comprised of Emergency Medical Services (EMS), Emergency Preparedness and Response, and the Immunization Program. In a public health emergency, the Bureau works closely with the health care community to reduce the spread of disease, conducts contact tracing and case investigations to reduce spread of disease, provides support for emergency operations, distribution of critical supplies (e.g., personal protective equipment), coordination of EMS resources, distribution of vaccines and therapeutic agents as needed and operation of vaccination clinics.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

### COVID-19 Response:

Beginning in December 2020 and continuing throughout 2022, Solano Public Health, in collaboration with hospital and community partners, facilitated more than 700 COVID-19 vaccination clinics and helped administer approximately 980,000 doses of vaccine

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in Solano County. Solano Public Health continued to partner with local schools, religious institutions, and community centers to operate clinics that serve the needs of the county's diverse community, while also prioritizing the most at-risk citizens. Solano Public Health coordinated with all 140 long-term care facilities in the county, 4 homeless shelters and 4 homeless providers, 26 senior housing complexes and 66 intermediate care facilities. In addition, vaccinations have been provided to homebound and homeless persons residing in Solano County. The multi-partner mass vaccination and community pop-up clinics have represented a unique and highly efficient model for vaccinations. In addition to vaccination activities, Emergency Medical Services (EMS) has obtained and distributed critical supplies of personal protective equipment, medical therapeutics, testing supplies and related materials throughout the pandemic to healthcare partners in the county.

In 2022, Solano Public Health coordinated, communicated, and collaborated with a multitude of partners, stakeholders, and residents to respond to the COVID-19 pandemic. The Public Health staff across bureaus and programs were redirected to COVID-19 response teams with specific response strategies, such as: communicating with health care providers on the most recent State and national guidance; responding to outbreaks and providing support to businesses and facilities; conducting surveillance testing to quickly detect positive cases in high-risk settings; bolstering case investigation and contact tracing capacity; informing partners and the public about guidance, resources and updates; providing COVID-19 lab testing services to Solano County and four other counties; and providing COVID-19 vaccines to over 354,000 people in Solano County. Through these efforts to date, 72% of eligible Solano residents are fully vaccinated against COVID-19, an additional 9% of eligible residents have been partially vaccinated, and more than 50% of those eligible have received a booster dose of vaccine.

- An Infection Prevention Team was developed to evaluate and train high-risk locations to decrease the spread of the coronavirus in their facilities. In 2022, Public Health staff provided training at 240 facilities, visiting several of these sites multiple times and protecting nearly 3,400 residents in congregate homes.
- In 2022, the Case Investigation and Contact Tracing Team trained a workforce of more than 150 contact tracers/case investigators composed of County employees, State employees, and Touro University students to investigate over 78,100 cases of COVID-19 in Solano County, trace their close contacts, and provide both cases and contacts with guidance and resources.
- The Public Health Laboratory serves five counties (Napa, Solano, Yolo, Marin, and Mendocino) and in 2022, provided an estimated 27,000 COVID-19 lab tests to these counties within a 24–36-hour timeframe. The laboratory implemented eight new testing methodologies for SARS-CoV-2 detection. New instruments and methods have increased testing capacity for COVID-19 from about 100 specimens per day to over 600 specimens per day. The U.S. National Guard, staff from Resource Management's Environmental Health Division and H&SS Administrative Support Bureau, and individual volunteers contributed to the laboratory's pandemic efforts, providing specimen accessioning, data entry, and courier support.
- In 2022, the Epidemiology Unit continued to play a lead role in coordinating and providing technical assistance to healthcare providers, partner agencies and other stakeholders in preventing additional deaths and illnesses due to COVID-19. The Epidemiology Unit led weekly conference calls with Solano County healthcare providers and with long-term care facilities to serve as a critical forum for guidance review, technical assistance and questions and answers. This unit maintained the County's COVID-19 dashboard, providing pertinent information about cases, demographics, trends, and community spread, as well as vaccine data.
- Through 2022, the Outbreak Response Team has investigated more than 350 outbreaks in locations such as prison/correctional settings, skilled nursing, and other residential care facilities for the elderly, day cares, adult developmental facilities, warehouse/manufacturing/business establishments and more. Worksite investigations were conducted at 110 locations and supported infection prevention and adherence to California Occupational Safety and Health Administration (Cal-OSHA) guidance.
- In 2022, the Public Information Team developed and issued press releases, newsletters, social media posts, public service announcements, video updates, newspaper columns, and public health guidance documents to keep community members up to date. The team maintained the COVID-19 website and SolanoCares.org, which housed the list of COVID-19 related resources for the community. The team organized multiple townhall presentations with partner agencies and granted media interviews throughout the year. The team focused on educating communities disproportionately affected by COVID-19 by providing information in English, Spanish, and Tagalog through multiple media channels, including social media, television, radio, newspaper, and bus shelter advertising.

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- In 2022, the Warmline Team responded to many thousands of calls and emails from community members about COVID-19 by providing up-to-date information, linkage to programs, and empathetic listening. Bilingual staff provided Spanish language support for phone calls and written translations. The warmline has also connected 750 homebound residents to in-home vaccines.
- In 2022, a Self-Isolation Support program continued in Solano County for individuals that received a COVID-19 positive test result and who were not able to self-isolate. During their program participation, individuals receive contactless meal deliveries, cleaning services, and support from Solano County Health and Social Services if they have barriers to being healthy, safe, and stable once they leave the program. The COVID-19 Self Isolation program has served dozens of clients.

**Additional Highlights:**

- The Oral Health Education Program of the Health Promotion and Community Wellness Bureau visited 38 sites; 285 children received a free fluoride varnish application/dental screening and 500 children received oral health education.
- Solano Public Health has worked to become accredited by the Public Health Accreditation Board (PHAB). The accreditation process involved the review and development of over 2,000 documents to measure 328 evidenced-based standards across twelve domains aimed at improving and protecting the health of the public. Following document submission, the accreditation team completed a virtual site visit with PHAB reviewers in September 2020. On February 24, 2023, the PHAB confirmed accreditation status to Solano County Division of Public Health.
- Solano Public Health, in collaboration with the H&SS Resilient Solano internal workgroup and the community collaborative Solano Kids Thrive, continues to lead efforts in partnership with Trauma Transformed, a program through East Bay Agency for Children that aims to advance trauma-informed and healing-centered system change through community and cross-system collaboration. In 2022, Trauma Informed Systems 101 (TIS 101) trainings were held for both H&SS staff and community partner agencies, including Child Start Inc., the faith-based Success Network, Touro University California, Solano County Office of Education, and the Solano Kids Thrive Collaborative. Altogether, 300 staff and community partners were reached with the training. Also, eight additional trainers were trained and will begin leading TIS 101 trainings soon.
- The Community Advancing Racial Equity (CARE) Team is a collaboration of staff from various departments within H&SS, Library, Child Support Services and First 5 Solano to address equity work within the broader community. The team convenes caucuses to work together towards understanding the issues that African American/Black, Latinx, and Asian and Pacific Islander communities face, and for staff to work toward a diverse, inclusive, and equitable workforce, as well as strategize on how best to engage and serve these communities within Solano County.
- The HIV Prevention Program, in partnership with Mercury Pharmacies, continued to provide pre-exposure prophylaxis (PrEP) Navigation for the county. PrEP is pre-exposure prophylaxis to prevent new HIV transmissions in those with ongoing high risk of contracting HIV. The “getprepsolano.org” site provides information on where to get tested throughout the county, including via the County’s mobile testing van. In the first six months of the program, 731 tests were performed.

**WORKLOAD INDICATORS**

- The Women, Infants and Children (WIC) Program’s caseload experienced an increase during 2022. In July 2022, 8,549 clients received WIC benefits in Solano County resulting in 101.2% of the funded caseload being served. WIC also continued an online pre-screening form; and in 2022, 730 families used this service to start WIC enrollment.
- In 2022, the Communicable Diseases Bureau tracked approximately 1,400 cases of HIV and investigated and closed over 3,250 cases of sexually transmitted disease (STD). There were approximately 413 cases of adult syphilis, a trend that has been increasing over the past decade. There have been similar increases in gonorrhea (~700) and chlamydia (~2,000) cases in 2022.
- During the COVID-19 pandemic, all programs within Maternal Child and Adolescent Health, including home-visiting programs and other services, quickly responded by switching to telehealth/virtual case management visits and client groups, allowing participants to maintain continuity and safely receive services.
- During 2022, Healthy Families Solano enrolled 42 new families, served a total of 108 families, and completed more than 1,200 virtual home visits.

- In 2022, a total of 139 clients were served in the Black Infant Health program.
- Nurse-Family Partnership served 155 clients in 2022; 92 new clients were enrolled, and 47 infants were born, with 98% initiating breastfeeding at birth. Eighteen families completed the program and graduated.
- In 2022, District Nursing continued to play a key role in providing support to the COVID-19 response. District nurses served 104 families and made 217 home visits. In 2022, District Nursing changed its name to Community Nursing IMPACT Program and follows a new evidence informed pilot project.
- The Public Health Laboratory tested more than 21,409 human, animal, tick, and environmental specimens in 2022. The highest volume tests performed on human specimens included Coronavirus SARS-CoV-2 (28.34%), QuantiFERON TB Gold Plus (17.02%), blood lead level (5.2%), and TB smear/culture (11.16%).
- In 2022, Solano Public Health, Vital Statistics Unit issued 2,146 birth certificates, 22,993 death certificates (representing approximately 3,950 deaths in Solano County), and 5,673 death permits. The Vital Statistics Unit continues to work closely with hospitals, funeral homes, and the Sheriff's Office to collect and report important health data for Solano County.
- In 2022, there were 293 Emergency Medical Technicians certified, recertified, and/or registered in Solano County and a total of 174 Paramedics were newly accredited or recertified.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,477,041 or 2.8% in revenues and an increase of \$2,197,427 or 3.8% in appropriations when compared to the FY2022/23 Adopted Budget. The Recommended Budget includes appropriations of \$6,798,179 in Public Health, \$2,134,823 in Administration and \$241,692 in Social Services that will be funded with Public Health-Intergovernmental Transfer (IGT) (see glossary for definition) restricted funds. The County General Fund contribution of \$3,220,957 includes an increase of \$971,486 to offset the impact of the negotiated and approved labor contracts.

Primary Funding Sources

Funding sources for Public Health include various federal grants; fee-for-service; revenue contracts with other counties and private companies; IGT; and federal and State allocations. Programs utilizing federal grants include Nurse-Family Partnership, Health Education and Women, Infants, and Children (WIC). Programs utilizing fee-for-service and revenue contracts include the Public Health Laboratory, Vital Statistics, and Health Promotion and Community Wellness. Programs utilizing federal and State allocations include Tuberculosis Control, Communicable Disease, AIDS Surveillance, AIDS Community Education, Health Promotion and Community Wellness, Community Nursing IMPACT Program (formerly District Nursing), Childhood Lead Poisoning Prevention, Immunization, California Children's Services, Child Health and Disability Prevention, Nutrition Services, and Maternal, Child and Adolescent Health.

The funding sources for Medical Services are 1991 Realignment, Forfeitures and Penalties, and County General Fund.

The Recommended Budget for Health Services includes a \$1,477,041 or 2.8% net increase in revenues compared to the FY2022/23 Adopted Budget. The net increase is primarily due to the following:

- Increase of \$5,000 in Licenses, Permits and Franchise revenues due to increases for lab services and burial permits.
- Increase of \$53,216 in interest income on restricted IGT funds.
- Decrease of \$3,691,572 in COVID-19 State Direct and State Pass Through primarily due to a decrease in the Epidemiology and Laboratory Capacity (ELC) grant revenues and the ending of one-time COVID-19 Immunization and Gov Ops revenues, offset by an increase in Maternal, Infant, Early Childhood Home Visiting Program (MIECHV) American Rescue Plan Act Supplemental funding.
- Net increase in federal grants and allocations of \$314,090 due in part to increases in funding as well as staff redirected to COVID-19 response returning to core programs.
- Increase of \$2,070,253 in Future of Public Health (FoPH) infrastructure funds. These ongoing State funds were allocated to increase public health staffing in local health jurisdictions.

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- Decrease of \$218,778 in one-time California Equitable Recovery Initiative (CERI) funds to advance health equity for disproportionately impacted racial and ethnic groups, rural populations, those experiencing socioeconomic disparities, and the underserved communities.
- Decrease of \$953,274 in one-time COVID-19 Public Health Crisis Response and Public Health Workforce Development Supplemental (WFD) funding to establish, expand, train, and sustain the public health workforce.
- Increase of \$366,686 in State funding primarily due to increases in State allocations for various child related programs as well as the Nurse Family Partnership Program.
- Increase of \$2,821,380 in 1991 Public Health Realignment primarily due to cash flow and increases in costs not covered by other grants or funding sources.
- Decrease of \$234,434 in Charges for Services primarily due to a decrease in administrative service fees from the Solano Emergency Medical Services Cooperative (SEMSC), offset by an increase in recording fees.
- Decrease of \$27,012 in Donations and Contributions primarily from a reduction in the Yoch Dehe Wintun Nation donation, and a Kaiser Permanente grant that was not awarded.
- Increase of \$971,486 in County General Fund contribution to offset the impact of negotiated and approved labor contracts.

Primary Costs

Primary costs for Health Services are \$29,258,320 for Salaries and Employee Benefits, \$13,077,614 for Services and Supplies, \$13,638,481 for Other Charges, \$387,021 for Other Financing Uses, and \$3,558,676 for Intrafund Transfers.

The Recommended Budget for the Health Services Division includes \$51,956,785 in appropriations for Public Health (BU 7800) and \$7,963,327 for Medical Services (BU 7588).

The Recommended Budget includes \$2,197,427 or 3.8% net increase in appropriations primarily due to the following:

- Increase of \$2,960,141 in Salaries and Employee Benefits primarily due to an increase in extra-help, transfer of a position from Tobacco, Prevention and Education program (Fund 390) and increases due to negotiated and approved labor contracts.
- Decrease of \$1,626,084 in Services and Supplies primarily due to decreases in contracted services, medical/dental supplies and advertising/marketing expenditures that were funded with one-time COVID-19 related funding sources, offset by increases in DoIT related costs.
- Increase of \$789,727 in Other Charges primarily due to an increase in countywide administrative overhead reclassification of a contract from contracted services to contracted direct services, and for client support costs, offset by a decrease in interfund personnel costs for staff from Tobacco Prevention and Education Program (Fund 390) supporting public health programs.
- Decrease of \$315,000 in Fixed Assets due to no requests for equipment this fiscal year.
- Increase of \$92,196 in Other Financing Uses primarily due to increases in pension obligation bond costs, transfer out to the General Services Department for the Public Health Lab specimen window project, offset by a decrease in operating transfers out to Napa/Solano Area Agency on Aging (Fund 260) for senior fall assessments.
- Increase of \$296,447 in Intrafund Transfers due to increases in H&SS administrative costs, offset by a net decrease in costs funded by other H&SS divisions.

Contracts

The FY2023/24 Recommended Budget for Health Services includes \$5,278,027 or 8.8% in contracted services for the provision of services to Public Health. H&SS will return to the Board in June 2023 with a master list of contracts for the Board's consideration.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

**Summary of Division Budget**

**7880 – Fund 902-Health Services  
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<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LICENSES, PERMITS & FRANCHISE	23,866	23,000	28,000	5,000	21.7%
FINES, FORFEITURES, & PENALTY	220,094	275,000	275,000	0	0.0%
REVENUE FROM USE OF MONEY/PROP	109,654	104,434	157,650	53,216	51.0%
INTERGOVERNMENTAL REV STATE	31,824,186	37,455,163	39,021,910	1,566,747	4.2%
INTERGOVERNMENTAL REV FEDERAL	6,904,615	8,413,417	7,555,455	(857,962)	(10.2%)
INTERGOVERNMENTAL REV OTHER	863,264	977,083	977,083	0	0.0%
CHARGES FOR SERVICES	1,765,041	2,384,475	2,150,041	(234,434)	(9.8%)
MISC REVENUE	1,991,808	333,702	306,690	(27,012)	(8.1%)
GENERAL FUND CONTRIBUTION	2,249,471	2,249,471	3,220,957	971,486	43.2%
<b>TOTAL REVENUES</b>	<b>45,951,998</b>	<b>52,215,745</b>	<b>53,692,786</b>	<b>1,477,041</b>	<b>2.8%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	21,124,582	26,298,179	29,258,320	2,960,141	11.3%
SERVICES AND SUPPLIES	10,077,504	14,703,698	13,077,614	(1,626,084)	(11.1%)
OTHER CHARGES	12,797,796	12,848,754	13,638,481	789,727	6.1%
F/A EQUIPMENT	123,442	315,000	0	(315,000)	(100.0%)
OTHER FINANCING USES	1,027,647	294,825	387,021	92,196	31.3%
INTRA-FUND TRANSFERS	873,890	3,262,229	3,558,676	296,447	9.1%
<b>TOTAL APPROPRIATIONS</b>	<b>46,024,861</b>	<b>57,722,685</b>	<b>59,920,112</b>	<b>2,197,427</b>	<b>3.8%</b>
<b>NET CHANGE</b>	<b>72,863</b>	<b>5,506,940</b>	<b>6,227,326</b>	<b>720,386</b>	<b>13.1%</b>

<b>STAFFING</b>					
HEALTH SERVICES	170.00	176.00	181.25	5.25	3.0%
<b>TOTAL STAFFING</b>	<b>170.00</b>	<b>176.00</b>	<b>181.25</b>	<b>5.25</b>	<b>3.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the division's position allocations since the adoption of the FY2022/23 Budget are provided below:

As part of the FY2022/23 Recommended Budget, the Board approved reclassifying 1.0 FTE Clinic Physician (Board Certified) to 1.0 FTE Deputy Health Officer (TBD). On September 13, 2022, the Board amended the Alphabetical Listing of Classes and Salaries to add the new classification of Deputy Health Officer.

As part of the FY2022/23 Midyear Financial Report, the Board added 1.0 FTE Emergency Medical Services Administrator (TBD) to provide oversight of the Emergency Medical Services system. On September 27, 2022, the Board amended the Alphabetical Listing of Classes and Salaries to add the new classification of Emergency Medical Services Administrator.

On September 27, 2022, the Board adopted a resolution amending the Alphabetical Listing of Classes and Salaries to add the classifications of Health Services Program Manager and Health Services Program Manager (Senior), and reclassified 2.0 FTE Health Services Managers to 2.0 FTE Health Services Program Managers, and 3.0 FTE Health Services Manager (Senior) to 3.0 FTE Health Services Program Manager (Senior).

On December 6, 2022, the following position changes were approved by the Board and are funded with California Department of Public Health's Future of Public Health (FoPH) funding that was approved by the California Legislature and the Governor in 2022 (provided through the California Budget Act of 2022) to strengthen the public health workforce:

- Added 0.25 FTE Public Health Nurse to serve in the Public Health District Nursing program.

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- Added 2.0 FTE Limited-Term Health Assistants through June 30, 2024 to support the expansion of services for the Maternal Child and Adolescent Health – Healthy Families Solano.
- Converted 1.0 FTE Limited-Term Communicable Disease Investigator to regular full-time to conduct disease investigations.
- Converted 1.0 FTE Limited-Term Public Health Microbiologist to regular full-time to expand the capacity of the public health lab to respond to current and future public health emergencies.
- Converted 2.0 FTE Limited-Term Public Health Nurses to regular full-time to conduct disease investigation and contact tracing.
- Converted 1.0 FTE Limited-Term (project) H&SS Planning Analyst to regular full-time to function as the health equity coordinator and oversee the FoPH Workplan, as well as multiple community-based contracts.
- Converted 1.0 FTE Limited-Term Epidemiologist to regular full-time to conduct outbreak response.
- Converted 1.0 FTE Limited-Term Health Education Specialist to regular full-time to assist with outreach and education efforts and to continue work on chronic disease prevention and early intervention efforts.

Also, on December 6, 2022, the following new positions were approved by the Board, which are dedicated to continuing COVID-19 response efforts and funded with Epidemiology and Laboratory Capacity Enhancing Detection Expansion COVID-19 State Pass-Through funding allocation through July 31, 2024:

- Added 1.0 FTE Limited-Term Community Services Coordinator through July 31, 2024.
- Added 1.0 FTE Limited-Term Epidemiologist through July 31, 2024.
- Added 1.0 FTE Limited-Term Health Education Specialist through July 31, 2024.

On March 7, 2023, the Midyear Financial Report included the following position changes:

- Extended 1.0 FTE Limited-Term Public Health Nurse through June 30, 2024 to provide comprehensive case management and home-visiting services to high-risk clients, funded with Targeted Case Management (TCM) and a combination of federal and State funds.
- Extended 1.0 FTE Limited-Term Health Education Specialist through May 31, 2024 to assist with outreach and education efforts on chronic disease prevention and early intervention efforts, funded with California Equitable Recovery Initiative (CERI) revenue.
- Extended 1.0 FTE Limited-Term (project) Communicable Disease Investigator through June 30, 2024 to perform mandated investigations of reported cases and educate clients and providers, funded with Communicable Diseases grant revenues.
- Extended 1.0 FTE Limited-Term (project) Communicable Disease Investigator through July 21, 2024 to perform case investigations and contact tracing activities, funded with Epidemiology and Laboratory Capacity (ELC) grant revenues.
- Extended 1.0 FTE Limited-Term Health Education Specialist through June 30, 2024, to provide services for Substance Abuse Block Grant (SABG), Health Promotion and Community Wellness program, funded with SABG and donation from Yocha Dehe Wintun Nation.
- Extended 1.0 FTE Limited-Term Project Manager through July 31, 2024 to assist with COVID-19 public health emergency response efforts, funded with Epidemiology, Laboratory and Capacity (ELC) grant funding.
- Extended 1.0 FTE Limited-Term Project Manager through June 30, 2024 to support the Health Promotion and Community Wellness program, funded with Substance Abuse Block Grant (SABG) and 1991 Health Realignment revenues.
- Extended 1.0 FTE Limited-Term Mental Health Clinician (Licensed) through June 30, 2024 to provide perinatal mental health services within Maternal, Child and Adolescent Health (MCAH), funded with MCAH Title V and Title XIX funds, and 1991 Health Realignment revenues.
- Extended 1.0 FTE Limited-Term Public Health Nurse (Senior) through June 30, 2024 to provide oversight of home-visiting services to high-risk clients, funded with Targeted Case Management, a combination of federal and State funds, and 1991 Health Realignment revenues.



- Extended 2.0 FTE Limited-Term Health Assistants through June 30, 2024 to provide screening, assessments, enrollment and case management services in the Maternal Child and Adolescent Health and California Work Opportunity and Responsibility to Kids (CalWORKs) Home Visiting Programs, funded with CalWORKs Home Visiting Program revenues.

During FY2022/23, 1.0 FTE Health Education Specialist (Senior) was transferred from Health Services to Behavioral Health to provide support to the Substance Abuse Block Grant program.

The FY2023/24 Recommended Budget includes the following position changes:

- Reclassify 1.0 FTE Health Services Program Manager (TBD) to 1.0 FTE Senior Health Services Program Manager (TBD) to align the classification with the job duties being performed, funded with State, Title XIX, Title V, CalWORKs Home Visiting Initiative, and Public Health Realignment.
- Add 1.0 FTE Health Education Specialist transferring from the Tobacco Prevention and Education (BU 7950) program. The position has been supporting and time studying to Health Services.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Public Health

It is anticipated that the impacts of the COVID-19 pandemic will continue to abate and will likely result in reduced needs for redirection of Public Health resources to COVID-19 activities. Supplemental COVID-19 funding for Epidemiology and Laboratory Capacity (ELC) Enhancing Detection Expansion expires in July 2024 and other one-time vaccination related revenues expire in June 2024; however, these funds remain available in the coming fiscal year to offset costs related to remaining redirections and to provide some temporary relief on the division's need to over utilize 1991 Public Health Realignment to fund its operations. Public Health continues to monitor vacant positions and move positions between programs within the division to maximize funding where possible.

In 2022, the State Legislature and the Governor approved a budget proposal to provide new ongoing infrastructure funding for local health departments. Solano Public Health will receive an annual allocation of \$2,060,478 in Future of Public Health (FoPH) funding to support and strengthen the public health infrastructure to respond to current and future public health emergencies. These funds will help sustain some of the work funded through one-time COVID-19 funding and allow Public Health to resume its focus on prevention programs.

Public Health is partnering with the Department of Resource Management to implement a lead abatement program in Solano County. Solano County will receive a net total of \$4,986,945 in court settlement funds to implement this program, which will result in abatement of lead hazards in up to hundreds of homes over the next several years. This program will launch in 2023.

Public Health is also partnering with Employment and Eligibility Services to strengthen the relationship and referrals between the CalFresh and WIC programs. Many WIC clients are eligible for the CalFresh program; however, only about a quarter are enrolled in the program. Additionally, Public Health and Child Welfare Services are strengthening referral processes between Maternal, Child, and Adolescent Health Bureau's home visiting programs and Child Welfare Services. These efforts, among many others, aim to realize an integrated Health and Social Services Department and improve customer service to clients.

In January 2022, the California Department of Healthcare Services (DHCS) notified counties of pending rate changes in the Intergovernmental Transfer Voluntary Rate Range Program. The new rates affected the bridge period covering July 2019 through December 2020, calendar year (CY) 2021 and future IGT transfers for CY2022. In September 2022, H&SS was notified that the final rates have not been determined and that the IGT payment for CY2021 will be an interim payment using existing rates. Once the revised rates are available, the non-federal share will be recalculated and reconciled, and any difference will be included in the CY2022 invoicing process. Included in the Recommended Budget is an estimate for participation in the program; however, the process for applying for CY2022 IGT has not begun. The department will return to the Board for approval to participate in the program either through the Supplemental Budget process for FY2023/24 or as a separate Board agenda item, whichever is appropriate due to timing.

**DIVISION PURPOSE**

The Department of Health and Social Services – Social Services Division budget has over 18 major programs primarily providing services in the following broad categories: Child Welfare Services (CWS); Employment and Eligibility Services (E&ES), which includes Welfare Administration (WA); and Older and Disabled Adult Services (ODAS). In addition, the Social Services Division is also responsible for In-Home Supportive Services (IHSS) Public Authority Administration (BU 7690) and Napa/Solano Area Agency on Aging Administration (AAA) (BU 7685). Staff in these bureaus are responsible for issuing assistance to clients as budgeted in the Assistance Programs Division (BU 7900).

Child Welfare Services

CWS is a State supervised, county administered program. The program’s purpose is to prevent, identify and respond to allegations of child abuse and neglect. Families in the child welfare system receive services so that children can remain safely in their homes, and children who are temporarily removed from their homes can reunify with their families. For cases in which children are unable to reunify with their families, efforts are made to find a permanent home through adoption or guardianship. CWS services are mandated pursuant to State and federal laws, e.g., Title IV of the Social Security Act, and Chapter 978, California Statutes of 1982.

Employment and Eligibility Services

E&ES contributes to Solano County residents’ well-being by providing safety net public assistance, housing supports, medical insurance enrollment, and employment services. E&ES promotes healthy, safe, and stable lives by assisting low-income families and individuals with obtaining employment, access to health care, food, and cash assistance.

Welfare Administration

WA and the Special Investigations Bureau (SIB) provide overall administration and program integrity through comprehensive investigations of fraud allegations in Social Services programs, the collection of debts, and the timely hearing of appeals.

Special Projects

The Special Projects budget is used for projects that have funding sources separate from State social services funds and that are not included in the consolidated Social Services County Expense Claim for federal and State reimbursement.

Older and Disabled Adult Services

ODAS provides interdisciplinary services to the elderly and disabled who are among the County’s most isolated and vulnerable residents. ODAS focuses on comprehensive, integrated assistance through multiple programs: Adult Protective Services (APS), Napa/Solano AAA services, In-Home Supportive Services (IHSS), In-Home Supportive Services Public Authority (IHSS PA), and Public Administrator (PA)/Public Guardian (PG)/Public Conservator (PC). Although included in Social Services for budgeting purposes, ODAS is organizationally integrated under the Public Health Division. This integration provides for a preventative health focus for the aged and disabled communities in the county.

**FUNCTION AND RESPONSIBILITIES**

Child Welfare Services

The mission of CWS is to protect children from abuse and neglect by strengthening families or finding safe, permanent homes so that children can grow into healthy productive adults. CWS includes 24-hours a day, 7-days a week, Hotline and Emergency Response Services, Family Maintenance and Family Reunification Services, Transition to Permanency, including Adoption Services, Supportive Transition Services, and Support Services. The programs were passed by State legislation in 1982 with Senate Bill 14 to implement federal requirements under Public Law 96-272.

- Hotline/Emergency Response staff investigate allegations of neglect or abuse of children and decide whether children can safely remain in their own home. Emergency Response may initiate a service plan to reduce risk factors sufficiently to allow children to remain at home or, if this is not possible, complete the legal documentation to request the Juvenile Court to order the children into foster or relative care. Emergency Response is available 24-hours a day, 7-days a week, to respond to situations in which a child is at imminent risk of abuse or serious neglect.

- Family Maintenance and Family Reunification provides an Intensive Family Services model, which engages families, including frequent social worker contact, to address the factors that necessitated CWS involvement through a family focused service approach to support families.
- Transition to Permanency consists of Permanency, Adoptions and Non-Minor Dependency (Supportive Transition Services for young adults ages 18-21) that provide services to children/youth when reunification efforts are unsuccessful. Permanency Placement services are meant to ensure that these children grow up in a permanent, safe, and secure living arrangement. Adoption Services provides the full range of adoption and support services including concurrent planning, placement of children in adoptive homes, and post-adoptive services to the adopting family and children. For non-minor dependents, youth opt to receive supervised independent living placements and/or transitional housing programs as they work towards educational and vocational goals.
- Support Services consists of Resource Family Approval, Staff Development and Training, Family Preservation and Visitation Services, Legal Processing, and Court Support. This unit provides ancillary services to support program operations, service delivery and staff development. Support Services ensures children are placed in a safe, least restrictive environment and are provided timely reunification services and positive parent child interactions in order to reunify. This unit also supports the development of the skills and knowledge social workers need to provide safety, permanency and well-being to children and families.

Employment and Eligibility Services

E&ES provides public assistance, including nutrition, healthcare coverage, housing assistance, cash aid, and employment and training resources to Solano County residents and assists recipients in achieving financial self-sufficiency. Specifically, E&ES administers CalFresh, Medi-Cal, California Work Opportunity and Responsibility to Kids (CalWORKs), and General Assistance.

Welfare Administration and Special Investigations Bureau

WA and the SIB conduct investigations to ensure the prevention and detection of fraud cases. SIB is also responsible for the computation and collection of CalWORKs overpayments and Food Stamp over issuances, as well as the collection of General Assistance debts. The Appeals Unit within SIB is responsible for the timely hearing of appeals of adverse actions filed by recipients. SIB also manages the H&SS employee identification badge access system.

Special Projects

Special Projects is used to account for appropriations related to information technology systems and special programs. Information technology projects include the CalWORKs Information Network (CalWIN) public assistance case management system. Special programs include Transitional Housing Program Plus (THP-Plus) for transition age youth and the use of the Wraparound Reinvestment Fund.

Older and Disabled Adult Services

ODAS is responsible for APS, Napa/Solano AAA services, IHSS, IHSS PA, and the PA/PG/PC. APS responds to and performs investigations of allegations of elderly or dependent adult abuse or neglect (including self-neglect) and is available 24-hours a day, 7-days a week.

The Napa/Solano AAA manages a wide array of federal and State funded services that help support older individuals to live as independently as possible in the community; promote healthy aging and community involvement; and assist family members in their vital care-giving role.

IHSS is a Medi-Cal entitlement program which provides domestic and personal care services to low-income elderly or disabled persons who, without these services, are at risk for out-of-home placement. ODAS IHSS staff provide coordinated case management services which includes program eligibility, intake assessments, annual reassessments, community referral resources, payroll assistance, and referrals to the IHSS PA for recipient-provider matching services.

The IHSS PA provides enrollment services to IHSS providers with the goal of matching IHSS recipients to an IHSS provider on the PA's provider registry. The IHSS PA is also responsible for the recruitment, screening, and training of registry providers. The PG and PC provide personal and financial services to individuals who have been conserved by the Court and who are unable to care for themselves and/or manage their own affairs. The PA's responsibilities are to search for next-of-kin, authorize the

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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 it's own narrative (BU 1520) and H&SS Social Services' IHSS Public Authority Administration Bureau in it's own narrative (BU 7690).

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Child Welfare Services

- There continues to be staffing challenges in the social work classification. Retention has improved with the implementation of retention strategies, which include tracking data, conducting exit interviews, and creating a trauma-informed workplace. Recruitments remain open and continuous; however, the number of qualified applicants has decreased.
- Since AB 403 Continuum of Care Reform (CCR) (see glossary for definition) began in 2017, the landscape of foster care placements has been significantly altered. While only 4% of Solano County foster youth are placed in Short-Term Residential Therapeutic Programs (STRTPs), these youth are faced with highly complex behavioral and mental health challenges. With CCR's increased regulations and standards, there are less STRTPs and other high level home-based foster care placements available. As a result, Child Welfare Services faces challenges with placing high-needs youth and arranging for specialized care for these youth.

Employment and Eligibility Services

- To continue receiving Federal Financial Participation for the Statewide Automated Welfare System in California, the Centers for Medicare and Medicaid Services and the Food and Nutrition Service required California to implement a single statewide eligibility system by the end of 2023. The County is scheduled to migrate to the new system, CalSAWS, on July 3, 2023. In addition to changing the eligibility system, CalSAWS will change document imaging, call center, task management, reporting, appointment scheduling, and lobby management functionality. Significant business process redesign, data cleansing, configuration, testing, and training efforts began in 2022 and will continue until the July 2023 system conversion. Some unfunded equipment updates and system upgrades are required to maintain existing functionality. The full scope of necessary investments continues to be assessed.
- Safety net programs have complex regulations and new Eligibility Benefits Specialists require a minimum of six months of intensive training to prepare for independent eligibility determinations. In 2022, 30 new Eligibility Benefits Specialists were trained. As safety net program regulations are subject to ongoing legislative and judicial changes, a new Quality Assurance Unit was formed to further support eligibility staff and improve casework accuracy. In 2022, the unit developed a comprehensive case review guide to support supervisory oversight and conducted eligibility determination reviews for procedural and regulatory accuracy. In 2022, 2,204 eligibility determinations were reviewed by the unit and 481 discrepancies were identified. Case review results are used to provide individual feedback and inform Staff Development about eligibility topics requiring supplemental training support.

Welfare Administration

- Medi-Cal annual redeterminations were waived by the Department of Health Care Services during the pandemic; however, annual redeterminations began April 1, 2023. The projected workload associated with individual client redeterminations will be significant and staff are preparing for increased demands. It is likely that the SIB will engage in some form of internal business process reorganizing to meet the anticipated demands.
- The temporary CalFresh Emergency Allotments which provided a minimum of \$95.00 for CalFresh households ended February 2023. These emergency allotments were authorized under the Families First Coronavirus Response Act of 2020. Beginning in April 2023, clients will receive the regular CalFresh benefits amount, and the difference in aid for some households will be significant. The State Hearings Division is expecting a significant increase in CalFresh hearings as a result. According to the January 2023 Unduplicated Individual Count Report Summary, Solano County has an average of 48,889 CalFresh active cases. The State Hearings Division is unable to predict how many clients will file a hearing.

Older and Disabled Adult Services

- In 2022, there was a 6% increase in APS reports of abuse, which was anticipated with the State mandate for eligibility age decreasing to age 60 from 65.
- Solano County applied for the State's Home Safe Program, launched in 2022, and was granted \$704,172 for services through June 2024. The program serves APS clients who are homeless or at risk of homelessness to receive housing supports and housing location services. In collaboration with the Employment and Eligibility Services Division, the ODAS Home Safe program offers housing location services to provide a full complement of housing services to vulnerable populations. Clients have received an array of services including, but not limited to information and referral, emergency placement in hotel rooms and provision of temporary housing in residential care facilities.
- The IHSS client caseload was at 5,528 by the end of 2022 which was an additional 207 clients over last year. There has been more demand for services, including caregiver needs, since the start of the COVID-19 pandemic as some providers discontinued care for clients due to concern of COVID-19 exposure. State COVID-19 flexibilities, such as phone/video reassessments, will stop with the end of the public health emergency. However, caseloads continue to grow in IHSS, and current staff are challenged to meet both the intake and annual reassessment requirements.
- Public Guardian / Public Conservator / Public Administrator cases continue to grow in complexity, requiring more time, attention and collaboration with Behavioral Health and community partners to meet client needs, especially related to placement and behavioral health treatment goals. Current caseloads have grown to approximately 100 cases compared to average 60 per Deputy Public Guardian in 2020. The Recommended Budget includes adding a Deputy Public Guardian position to address the Public Administrator caseload.
- In December 2022, the Board honored 42 centenarians, people aged 100 years and older. The celebration was virtual due to COVID-19 safety concerns. According to the U.S. Census Bureau, the U.S. is home to 97,000 centenarians, which is the highest number in the world. Remarkable examples of longevity and the meaning of quality of life, centenarians age with dignity and grace. In our county, centenarians come from diverse ethnic, socioeconomic, religious, and educational backgrounds.

**WORKLOAD INDICATORS**

Child Welfare Services

- In 2022, CWS received 4,922 reports, 384 more than in 2021 and 875 more than in 2020, for allegations of child abuse and neglect which were evaluated and assessed. Of these 4,922 reports, 2,203 led to investigations. These investigations led to 132 children being placed in out of home care. During this same period, 76 children were returned home, and 56 adoptions or guardianships were legally ordered.
- As of December 2022, CWS had 359 children and youth in out of home placement, as compared to 417 in December 2021. Of the 359 children in out of home placements 110 were with a relative or non-related extended family member, 17 in Short Term Residential Therapeutic Placements (STRTP's) (2 in county/15 out of county), 34 in Non-Relative Solano County Resource Family/Foster homes, 126 in Foster Family Agency Certified Homes, 19 young adults in Supervised Independent Living placements, 47 youth in non-dependent Legal Guardianship placements, 5 dependent youth in Guardianship placements, and 1 youth in other placement types (court ordered or specialty homes).

Employment and Eligibility Services

- In 2022, the Employment and Eligibility Services Division (E&ES) served 161,637 unduplicated county residents representing 36% of the county population, a 7% increase over 2021. For those individuals and families, E&ES maintained Medi-Cal health insurance for 146,994 individuals and approved \$199.6 million in public assistance benefits. This total includes \$152.9 million in CalFresh nutrition assistance, \$32.3 million in CalWORKs cash assistance, \$6.2 million in CalWORKs supportive services including housing support, \$6.8 million in childcare assistance, and \$1.4 million in General Assistance.
- E&ES workload consists of accepting applications and managing active cases for safety net programs including CalWORKs cash assistance and employment readiness supports for families, CalFresh nutrition assistance, Medi-Cal health coverage, and the General Assistance loan program for indigent adults. In 2022, the average monthly caseload for each of the programs

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administered by E&ES grew compared to 2021 with CalWORKs caseload growing by 3,110 or 5%; CalFresh growing by 27,880 or 12%; Medi-Cal growing by 71,025 or 9%; and General Assistance growing by 263 or 42%.

- In 2019 (pre-COVID), 137,672 community members visited E&ES lobbies. In 2020, the number declined to 78,939 and declined further to 63,932 in 2021. However, in 2022 the number has rebounded to 102,370. In 2022, E&ES also handled 126,451 calls to the Regional Office and Benefit Action Center call centers, an 18% increase over 2021 volumes.
- In 2022, E&ES processed 72,084 safety net program applications, comparable to the 72,297 applications received in 2021. In addition, 874 referrals were received for supportive housing assistance for individuals and families at imminent risk for or experiencing homelessness, representing an 81% increase in requests compared to 2021. E&ES successfully housed and provided rental assistance for 465 unique households in 2022, a 129% increase compared to 2021.

Welfare Administration

In calendar year 2022:

- The Special Investigations Bureau (SIB) conducted 4,438 investigations in which 2,400 of the concluded investigations resulted in the reduction, denial or discontinuance of benefits or the referral for Administrative Disqualification Hearing (ADH) or prosecution.
- The Overpayment Recovery Unit computed 760 (243 CalWORKs and 517 CalFresh) overpayments/over issuances totaling \$1,724,917.
- The Appeals Unit held 1,155 hearings from represented programs, including CalFresh, CMSP, CalWORKs, General Assistance, IHSS, and Medi-Cal.

Older and Disabled Adult Services

In calendar year 2022:

- APS investigated 2,460 reports of elderly adult and dependent adult abuse. Complexity of cases as measured by number of allegations investigated have steadily increased each year with financial abuse and self-neglect being the most common.
- Public Guardian / Public Conservator managed 348 cases and closed 19 cases.
- Public Administrator investigated 35 open cases and closed 8 cases.
- IHSS received 2,215 new applications for services, a 13% increase compared to 2021. Of this total, 1,408 were assigned for intake assessments and 1,196 were denied due to program eligibility criteria not being met. As of December 31, 2022, IHSS caseload totaled 5,528 recipients.
- IHSS Enrollment Team provided orientations to 1,259 individuals and provided phone and walk-in assistance to over 2,349 individuals.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents increases of \$15,413,484 or 11.3% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. The County General Fund Contribution of \$16,756,168 reflect an increase of \$7,539,428 or 81.8%.

Primary Funding Sources

The primary funding sources for Social Services’ 24 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 include the implementation of Continuum of Care Reform (CCR). In the FY2023/24 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 \$20.2 million in Realignment revenues in FY2023/24. The estimated Realignment receipts are projected at the same level as FY2022/23 base receipts. Realignment revenues, both 1991 and 2011, are funded through sales tax and Vehicle License Fees (VLF). H&SS is projecting that there will be sufficient combined 1991 and 2011 Realignment revenues to cover projected expenditures in FY2023/24.

County General Fund is used to fund 100% of the administration costs of the General Assistance, Public Guardian (net of fees collected), and SSI Advocacy programs. The County provides County General Fund for the administration of Child Welfare Services equivalent to 24% of the non-federal costs. It also provides County General Fund for the administration of CalFresh, CalWORKs, Medi-Cal, and IHSS when federal and State allocations are not sufficient to cover the costs.

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 Recommended Budget for Social Services includes a \$15,413,484 or 11.3% net increase in revenues compared to the FY2022/23 Adopted Budget, primarily due to the following:

- Increase of \$4,867,686 in combined 1991 and 2011 Realignment revenues representing increased need of Realignment revenue to cover projected program costs and cash flows in Social Services.
- Increase of \$3,083,040 in combined State and federal revenues primarily due to projected increases in Medi-Cal, CalWORKs, and Child Welfare Services revenues.
- Decrease of \$253,053 in prior year State and federal revenues due to lower revenues estimated when compared to the FY2022/23 Adopted Budget relative to revenue recognition during the fiscal year in compliance with Government Accounting Standard Board (GASB) Statement No. 33.
- Increase of \$257,950 in Operating Transfers-In from Fund 216 – Napa/Solano AAA representing reimbursement for program management and administrative support costs.
- Increase of \$7,539,428 in County General Fund Contribution primarily due to increase in spending in the administration of CalFresh, CalWORKs and Medi-Cal and transfer of County General Fund for Child Welfare Services administration from Assistance Programs (BU 7900) to Social Services (BU 7680).

**Primary Costs**

**Child Welfare Services (BU 7600)** – With recommended appropriations of \$34,467,760, 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 \$85,003,047, 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 \$9,224,640, WA includes the costs of welfare fraud investigators, appeals specialists, and administrative and clerical support staff who receive reports of potential fraud in all social services programs. WA conducts investigations on these reports and hears appeals from clients regarding decisions made on

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benefits for assistance programs and IHSS services. Clerical and accounting staff who handle fiscal disbursement functions for the assistance programs are also included in this cost center.

Special Projects (BU 7675) – With recommended appropriations of \$3,852,170, 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, and other grants for ODAS and CWS Divisions.

Older and Disabled Adult Services (BU 7640) – With recommended appropriations of \$17,961,327, ODAS includes the costs of social workers, and administrative and clerical support staff dedicated to IHSS, APS, and PG functions.

Napa/Solano Area Agency on Aging (BU 7685) – With recommended appropriations of \$1,051,962, Napa/Solano AAA includes the costs of staff dedicated to Napa/Solano AAA.

Social Services Support (BU 7670) – With recommended appropriations of \$1,484 which represents Countywide Administrative Overhead cost changes.

The Recommended Budget includes a \$15,413,484 or 11.3% net increase in appropriations compared to the FY2022/23 Adopted Budget:

- Increase of \$8,814,916 in Salaries and Employee Benefits due to negotiated and approved labor contracts. The net increase is also attributed to additional positions in ODAS and Welfare Administration Divisions (see Summary of Position Changes for details) and decrease in salary savings.
- Increase of \$806,056 in Services and Supplies due to increases in liability insurance costs, fuel and lubricants charges, Department of Information Technology (DoIT) charges, special department expense for the Napa/Solano Area Agency on Aging, and county garage services. These are offset by decreases in various other line items such as contracted direct services and data processing services.
- Increase of \$5,464,120 in Other Charges due to increases in CalWORKs childcare, support and care of persons, contracted direct services, housing and transportation for clients, interfund charges from the Department of General Services, County Counsel and other departments, and Countywide Administrative Overhead.
- Increase of \$153,526 in Fixed Assets primarily representing purchase and installation costs of kiosks for the E&ES Division which will be used by clients as part of CalSAWs implementation.
- Increase of \$41,961 in copier leases, which was reflected in Other Charges in prior fiscal years.
- Increase of \$107,692 in Other Financing Uses due to an increase in pension obligation bond rate costs.
- Increase of \$25,213 in Intrafund Transfers primarily due to an increase in Social Services' share of H&SS Administration costs.

Contracts

The FY2023/24 Recommended Budget for Social Services includes \$5,472,615 or 3.6% in contracted direct services for the provision of services to CWS, E&ES and ODAS. H&SS will return to the Board in June 2023 with a master list of contracts for the Board's consideration.

Fixed Assets

The FY2023/24 Recommended Budget includes the following fixed assets:

- \$264,688 for the purchase and installation of five kiosks in the E&ES Division which will be used by clients as part of CalSAWs implementation.

**DEPARTMENT COMMENTS**

None.



**Summary of Division Budget**

**7680 – Fund 902-Social Services  
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<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	398	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	42,963,030	46,392,086	50,021,885	3,629,799	7.8%
INTERGOVERNMENTAL REV FEDERAL	66,304,161	78,805,011	82,872,885	4,067,874	5.2%
CHARGES FOR SERVICES	581,427	775,957	644,490	(131,467)	(16.9%)
MISC REVENUE	484,132	165,100	215,000	49,900	30.2%
OTHER FINANCING SOURCES	604,404	794,012	1,051,962	257,950	32.5%
GENERAL FUND CONTRIBUTION	7,986,946	9,216,740	16,756,168	7,539,428	81.8%
<b>TOTAL REVENUES</b>	<b>118,924,498</b>	<b>136,148,906</b>	<b>151,562,390</b>	<b>15,413,484</b>	<b>11.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	78,110,862	87,170,735	95,985,651	8,814,916	10.1%
SERVICES AND SUPPLIES	11,590,588	13,765,190	14,571,246	806,056	5.9%
OTHER CHARGES	19,902,913	24,174,755	29,638,875	5,464,120	22.6%
F/A BLDGS AND IMPRMTS	0	0	140,000	140,000	100.0%
F/A EQUIPMENT	47,930	111,162	124,688	13,526	12.2%
LEASES	0	0	41,961	41,961	100.0%
OTHER FINANCING USES	823,090	892,738	1,000,430	107,692	12.1%
INTRA-FUND TRANSFERS	8,477,633	10,034,326	10,059,539	25,213	0.3%
<b>TOTAL APPROPRIATIONS</b>	<b>118,953,017</b>	<b>136,148,906</b>	<b>151,562,390</b>	<b>15,413,484</b>	<b>11.3%</b>
<b>NET CHANGE</b>	<b>28,519</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
SOCIAL SERVICES DIVISION	669.00	694.50	695.50	1.00	0.1%
<b>TOTAL STAFFING</b>	<b>669.00</b>	<b>694.50</b>	<b>695.50</b>	<b>1.00</b>	<b>0.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The County General Fund Contribution of \$16,756,168 increased by \$7,539,428 or 81.8% when compared to the FY2022/23 Adopted Budget.

The Recommended Budget includes \$6,232,260 increase in Salaries and Employee Benefits due to negotiated and approved labor contracts. These increases along with increases in various countywide charges contributed to the increase in allocated program costs particularly in E&ES and ODAS Divisions. The County provides County General Fund for the administration of CalFresh, CalWORKs, Medi-Cal and IHSS when federal and State allocations are not sufficient to cover the costs.

Also, the Recommended Budget includes \$3,119,826 County General Fund for the administration of Child Welfare Services, which was included in Assistance Programs (BU 7900) in FY2022/23 but is more appropriate to include in Social Services Division (BU 7680).

**SUMMARY OF POSITION CHANGES**

Changes in the division's position allocations since the adoption of the FY2022/23 Budget are provided below by program:

Employment and Eligibility Services

In 2019, the Board approved reclassifying 3.0 FTE Employment Resource Specialist IIs to Human Services Support Specialists (TBD). On September 13, 2022, the Board adopted a resolution amending the Alphabetical Listing of Classes and Salaries to add the new classification of Human Services Support Specialist. The new classification will perform the helpdesk functions for end-users of the eligibility, employment, child welfare, and case management systems and auxiliary systems.

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On January 10, 2023, the following position changes were approved by the Board:

- Extended 12.0 FTE Limited-Term Eligibility Benefits Specialist II through June 30, 2024, to complete Medi-Cal redeterminations required for all households at the conclusion of the COVID-19 federal public health emergency.
- Added 4.0 FTE Eligibility Benefits Specialists II to address increased caseloads, primarily in the CalFresh program.
- Deleted 1.0 FTE Office Assistant III.
- Deleted 1.0 FTE Employment Resource Specialist II.
- Deleted 1.0 FTE Special Programs Supervisors.
- Deleted 1.0 FTE Staff Development Trainer.

On March 7, 2023, the following position changes were approved by the Board:

- Deleted 1.0 FTE Social Worker II.
- Extended 1.0 FTE Limited-Term (project) Program Analyst through December 23, 2023. The position serves as the primary data and technical subject matter expert for the CalSAWS project, funded with new federal and State allocation funds.

On June 30, 2023, 1.0 FTE Limited-Term (project) Project Manager will expire and is not recommended for extension. The position served as the primary business process and policy analyst for the CalSAWS project. Solano County will migrate to CalSAWS in July 2023.

Welfare Administration

The FY2023/24 Recommended Budget includes the following position changes:

- Add 2.0 FTE Limited-Term Appeals Specialist through June 30, 2025 to address anticipated increase in appeals resulting from Medi-Cal redeterminations resuming with end of public health emergency. The positions are funded with federal and State allocations.
- Reclassify 1.0 FTE Clerical Operations Supervisor to 1.0 FTE Office Supervisor (TBD) to align the classification with the job duties being performed. The position is funded with federal and State allocations.

Older and Disabled Adult Services

The FY2023/24 Recommended Budget includes the following position changes:

- Add 1.0 FTE Deputy Public Administrator / Public Guardian / Public Conservator to address the increased caseload. The position is funded with County General Fund.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Child Welfare Services

The federal Family First Prevention Services Act of 2018 (FFPSA), provides states with an option to use federal funds under Title IV-E of the federal Social Security Act to provide prevention services (such as mental health, substance abuse prevention and treatment services) to a child who is a candidate for foster care or a child in foster care who is a pregnant or parenting foster youth. Prior to the passage of FFPSA, federal funds via Title IV-E were limited to supporting foster care maintenance payments and foster care administration. There are 8 parts to the federal FFPSA, of which one will be referenced in this summary (Part I).

Title IV-E Part 1 authorizes prevention services to be provided to children at risk of entering foster care. Implementation of the prevention program under the FFPSA will further California’s efforts to transform from a child protection and foster care system to a child well-being system within a reimagined child and family well-being continuum. This will provide for a shift in the current paradigm, changing from a focus on reaction to a focus on prevention and early intervention with the goals of reducing incidences of abuse and neglect, decreasing entries into foster care, reducing disproportionality, addressing systemic and historical traumas, promoting the social determinants of health, and improving the lives of children, youth, and families. Solano County Child Welfare Services has opted into FFPSA and is in the process of developing a Comprehensive Prevention Plan (CPP) which will outline

the target populations and prevention strategies. Once the CPP is approved by the California Department of Social Services, Child Welfare Services will initiate the implementation of a Prevention Program.

Employment and Eligibility

Resumption of Medi-Cal Redeterminations: On December 29, 2022, the Consolidated Appropriations Act of 2023 was enacted. With the passage of this bill, the continuous coverage requirement that paused all Medi-Cal redeterminations since March 2020 will be decoupled from the public health emergency. On April 1, 2023, eligibility redetermination requirements resumed for more than 70,000 active Medi-Cal cases and must be completed by June 30, 2024. In collaboration with various community partners, efforts are underway to contact recipients and update contact information to reduce potential coverage gaps resulting from loss of contact with recipients. On February 1, 2022, the Board of Supervisors approved 12 Limited-Term Eligibility Benefits Specialists to help complete this work, and on January 10, 2023, the Board extended the term of these positions to June 30, 2024.

In 2019, the County Welfare Directors Association of California (CWDA) engaged with the California Department of Social Services to review and revise the methodology used by the State for purposes of budgeting county CalFresh administration funding. This effort was tabled due to the COVID-19 pandemic, but counties have submitted workload data intended to inform the development of the FY2023/24 CalFresh administration budget. CWDA estimated that the existing CalFresh budgeting methodology equated to about 60 percent of county costs before recent inflationary impacts on operational costs. This underfunding, combined with a 36% growth of active CalFresh cases over the course of the COVID-19 pandemic and an upward trend of CalFresh applications, is impacting timeliness of program eligibility determinations.

In May 2022, the maximum time on aid for CalWORKs adults changed from 48 months back to 60 months. Over 400 adults regained eligibility to CalWORKs cash assistance and services to support work readiness and employment engagement. Some of these supportive services include transportation assistance and ancillary expenses such as tuition, books, uniforms, and tools. For the period July 2022 through December 2022, the average monthly cost of ancillary expenses increased from \$34,859 to \$63,854 or 83%. Transportation costs for this same period increased from a monthly average of \$20,754 to \$52,435, a 152% increase. The number of families receiving transportation assistance also grew from 125 per month to 243, an increase of 94%. With the end of the federal COVID-19 Public Health Emergency on May 11, 2023, the blanket good cause for non-participation in Welfare-to-Work activities will be lifted. Additional supportive services costs are anticipated as non-exempt adults will again be required to participate in work or work readiness activities as a condition of cash assistance eligibility.

As enacted by Senate Bill (SB) 184 (Chapter 47, Statutes of 2022), California will implement State-funded full-scope Medi-Cal expansion to individuals aged 26 through 49 years, regardless of immigration status, if otherwise eligible, beginning January 1, 2024. It is unclear what the workload impact will be on E&ES at this time.

Older and Disabled Adult Services

In June 2019, Governor Newsom, recognizing California's over-65 years old population is projected to grow to 8.6 million by 2030, signed an executive order calling for the creation of a Master Plan for Aging. Due to the COVID-19 pandemic, the Master Plan on Aging rollout was delayed until January 2021. The plan was slated to serve as a blueprint to build healthy age friendly communities. This plan is broad covering five key areas related to aging including housing, health care, equity and inclusion, caregiving, and affordability of aging. Stakeholder work groups, sharing best practices in these areas across counties and movement towards prioritizing aging related agendas became the norm. In 2022, the Napa/Solano Area Agency on Aging in collaboration with the Solano County/Contra Costa County Independent Living Center continues to plan for the Adult Disability Resource Connection. It is anticipated to be in place by the end of 2023. This will promote integration of service delivery, one-stop information and referral for more coordination of services between aging service delivery entities including county and community agencies.

In 2021, the California Department of Social Services (CDSS) Adult Protective Services received federal funding to serve elder and dependent adult abuse in unique methods. This resulted in ODAS receiving a one-time allocation of \$80,000 to expend by September 30, 2023. The funding supports client management needs and a media educational campaign on Financial Exploitation Prevention for seniors and dependent adults.

In August 2022, CDSS informed program staff of the successful completion of the Quality Improvement Action Plan maintaining 80% compliance for overall overdue IHSS reassessments; however, CDSS administered a third Quality Improvement Action Plan – corrective action – for being out of compliance in maintaining at least 90% in overdue client assessments for the most fragile

clients who are most at risk for out of home placement. With the resumption of Medi-Cal redeterminations, staff are informing In-Home Supportive Services clients about the need to maintain Medi-Cal eligibility in order to receive IHSS services.

The Recommended Budget does not reflect any economic impacts that may result with the ending of both the State and the federal public health emergencies. The department's Supplemental Budget will address necessary budgetary adjustments, including anticipated additional funding for critical programs, reductions in funding streams reliant on sales tax and other revenues, interest income/expense adjustments due to the Federal Reserve's actions to raise interest rates in hopes of weighing down inflation, and compounded by sharply rising wage and benefit costs. The review will also include recent federal and State legislation enacted to address the pandemic and the Governor's May Revise. Please refer to the H&SS Department Summary for information on anticipated impacts to the department.

**BUREAU PURPOSE**

On March 5, 2002, the Solano County Board of Supervisors established an In-Home Supportive Services (IHSS) Public Authority (PA) to act as the Employer of Record for In-Home Supportive Services providers. In addition to serving as the employer of record for IHSS providers, the IHSS PA also provides services to IHSS consumers. Health and Social Services' (H&SS) Social Services Division, through a Memorandum of Understanding (MOU) with the IHSS PA Board, provides the administration for the IHSS PA. This budget unit was established to track revenues and expenditures for staff positions and other operating costs affiliated with the administration of the IHSS PA.

**FUNCTION AND RESPONSIBILITIES**

H&SS dedicates staff and operating expenditures in this budget unit to fulfill the requirements set forth in Welfare and Institutions Code §12301.6 as follows: a) operate as the employer of IHSS providers for the purposes of collective bargaining over wages, hours, and other terms of employment such as administering health benefits; b) assist IHSS consumers in finding IHSS providers through the establishment of a registry of IHSS providers and a referral system under which IHSS providers shall be referred (recipient – provider matching services); c) investigate the qualifications and background of all IHSS providers; d) provide training to IHSS providers and consumers; e) provide administrative support to the IHSS PA Advisory Committee; and f) perform any other functions as necessary for the operation of the IHSS PA.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In calendar year 2022:

- IHSS PA continued to recruit providers to the Registry, receiving 331 applications. Despite many interventions to assist applicants to complete Registry onboarding such as videoconference interviews and Registry orientation, only 87 completed the process and were added to the Registry. Many failed to complete their applications due to the availability of employment in supported living service environments at higher wages.
- The average number of active IHSS providers on the Registry was 267, with 136 already fully assigned to work for one or more consumers. The IHSS PA received 945 requests for caregivers in 2022, and due to limited available caregivers on the Registry, 84% of IHSS consumers were not able to get matched with a caregiver on the Registry. IHSS PA staff assist consumers with connections and resources to find alternative caregivers.
- In October 2022, the IHSS PA implemented the Backup Provider System (BUPS) which allows the IHSS PA to refer or dispatch an emergency caregiver to an IHSS consumer in need of an emergency or backup caregiver for up to 80 hours per fiscal year.
- In the continued response to the COVID-19 public health emergency, the IHSS PA continued to provide information to Registry clients regarding the COVID-19 Emergency Backup Registry (EBUS), informed IHSS clients and their providers about the availability of paid sick leave for COVID-19 related reasons and distributed 23,550 gloves and 2,950 masks to IHSS providers and consumers.

**WORKLOAD INDICATORS**

In calendar year 2022:

- The IHSS PA maintained an average of 267 providers on the IHSS PA Provider Registry to serve an average of 334 IHSS consumers per month, a 12% increase over the prior calendar year. These providers represent a subset on the 5,545 IHSS paid providers countywide as of December 2022.
- Processed 331 applications from individuals interested in being placed on the IHSS PA Provider Registry, resulting in 87 new providers added.
- Received and processed 945 provider list requests from IHSS recipients who requested assistance in finding a provider.
- Provided 1,867 intervention services including intake, information and assistance, mediation to resolve complex issues, and follow-up.

- 
- IHSS PA staff administered health benefits to an average of 1,280 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 23,550 pairs of gloves and 2,950 masks to IHSS consumers upon request.
  - Advertised the availability of First Aid and CPR classes to all IHSS providers, assisted with their enrollment in the class and the issuance of their First Aid/CPR card.

**BUREAU BUDGET SUMMARY**

The FY2023/24 Recommended Budget represents increases of \$128,849 or 14.2% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget.

Budget unit 7690, a Bureau of the H&SS Department Budget, is primarily comprised of the cost of H&SS dedicated staff and operating expenditures needed to administer the IHSS PA responsibilities.

Primary Funding Sources

The FY2023/24 Recommended Budget projects a \$128,849 or 14.2% increase in revenues primarily due to the following:

- Increase of \$128,849 in Operating Transfers-In due to higher reimbursement from Fund 152 due to an overall increase in costs.

Primary Costs

Primary costs for IHSS PA Administration are \$763,013 for Salary and Employee Benefits; \$103,802 for Services and Supplies; \$102,649 for Intra-fund Transfers; \$60,173 for Other Charges; and \$7,470 for Other Financing Uses.

The FY2023/24 Recommended Budget projects a \$128,849 or 14.2% increase in appropriations primarily due to the following:

- Increase of \$5,627 in Salaries and Employee Benefits primarily due negotiated and approved labor contracts.
- Increase of \$3,695 in Services and Supplies due to increases in data processing services, travel expense, utilities, and management business expense, offset by decreases in copier and computer related costs and special departmental expenses.
- Increase of \$11,170 in Other Charges primarily due to an increase in Countywide Administrative Overhead costs.
- Increase of \$108,100 in Intra-fund Transfers primarily due to increases in H&SS administration costs allocated to BU 7690 and reduced IHSS-PA time study cost transferred to Older and Disabled Adult Services (ODAS) budget unit for staff support to the IHSS enrollment team and to the Quality Assurance Program Integrity Unit.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$17,180 for software licenses and maintenance services.
- \$15,600 for provider training and support.

Fixed Assets

None.

**BUREAU COMMENTS**

None.

**Summary of Division Budget**

**7690 – Fund 902-IHSS Public Authority Admin.  
Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CHARGES FOR SERVICES	57,373	0	0	0	0.0%
MISC REVENUE	4,800	15,600	15,600	0	0.0%
OTHER FINANCING SOURCES	658,683	892,658	1,021,507	128,849	14.4%
<b>TOTAL REVENUES</b>	<b>720,856</b>	<b>908,258</b>	<b>1,037,107</b>	<b>128,849</b>	<b>14.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	630,418	757,386	763,013	5,627	0.7%
SERVICES AND SUPPLIES	82,901	100,107	103,802	3,695	3.7%
OTHER CHARGES	10,757	49,003	60,173	11,170	22.8%
OTHER FINANCING USES	6,093	7,213	7,470	257	3.6%
INTRA-FUND TRANSFERS	(9,312)	(5,451)	102,649	108,100	(1983.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>720,856</b>	<b>908,258</b>	<b>1,037,107</b>	<b>128,849</b>	<b>14.2%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
IHSS - PA ADMINISTRATION	5	5	5	0	0.0%
<b>TOTAL STAFFING</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The IHSS PA coordinates a continuous recruitment for additional IHSS providers for the Registry to meet the continued demand of referrals and needs of the clients. Recruitment and retention of providers on the Registry remains challenging as the number of new IHSS eligible clients referred to the service grows, service needs increase, and fewer applicants are following through on their Registry application.

In August 2022, All County Letter 22-65 was issued mandating the implementation of a Back-up Provider System (BUPS) to allow a two-dollar differential to be paid to a Registry caregiver who is referred or dispatched to a consumer who has an urgent need. In 2023, the IHSS PA will continue to advertise this new service to IHSS consumers to encourage its usage, and to Registry Caregiver applicants as an incentive to join the Registry.

The California Department of Social Services (CDSS) has implemented the IHSS Career Pathways program that provides training and stipends to IHSS caregivers who attend classes through their approved training vendors. The IHSS PA continues to provide outreach regarding this training program and plans to supplement this training by offering a series of non-paid IHSS-topic related virtual trainings to assist providers and consumers in using the Electronic Timesheet System, better understanding of Hourly Task Guidelines, and other topics that are not part of the IHSS Career Pathways program.

The Electronic Visit Verification System will be updated in July 2023 to comply with the federal 21<sup>st</sup> Century Cures Act. Under this update, IHSS providers who do not live with their clients will be required to check in and check out when they begin and end their shift. This new functionality primarily impacts the Registry caregiver population. IHSS PA will hold several meetings with Registry and other providers to assist them in this transition.

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**DIVISION PURPOSE**

This budget unit tracks financial aid for recipients of mandated social services assistance programs.

**FUNCTION AND RESPONSIBILITIES**

The Assistance Programs provide mandated categorical aid to eligible persons based on federal and State criteria. These include California Work Opportunity and Responsibility to Kids (CalWORKs) (see glossary for definition), Refugee Resettlement Program, Adoptions Assistance Program (AAP), Foster Care Assistance, General Assistance (GA), Approved Relative Caregiver (ARC), Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS), and Low-Income Home Energy Assistance Program (LIHEAP) payments.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Projecting the cost of Assistance Programs is challenging, given frequent changes in federal and State regulations for eligibility, duration, and assistance program criteria, as well as court decisions and economic conditions. The Recommended Budget projections are based on current trends in caseloads. Adjustments, if needed, will be included in the FY2023/24 Midyear Financial Report.

**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 \$8,094,324 or 13.8% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. The County General Fund (CGF) contribution of \$4,008,469 represents a decrease of \$2,268,268 or 36.1%.

Primary Funding Sources

The primary funding sources are federal entitlement funds, State funds, 1991 and 2011 Realignment (see glossary for definition), and County General Fund. Federal funds include Foster Care and Adoptions Assistance (Title IV-E), CalWORKs or Temporary Assistance for Needy Families (TANF) (see glossary for definitions), and Title XX federal funds.

Both Foster Care and Adoptions Assistance programs are also included in 2011 Realignment which redirected sales tax revenues to counties to fund the State's share of these programs and shifted the financial responsibility to counties for 100% of the non-federal share of costs. The cost to the County General Fund will increase if sales tax revenues are not sufficient to cover costs.

CalWORKs Assistance was realigned from the State to counties with 2011 Realignment differently from other programs. The State shifted Proposition 63 – Mental Health Services Act (MHSA) (see glossary for definition) funding on a one-time basis to fund Mental Health Programs which were, at that time, funded through 1991 Realignment. The State then shifted the 1991 Mental Health Realignment funds to pay for CalWORKs Assistance costs.

In addition, Assembly Bill (AB) 85 (see glossary for definition) changed the 1991 Realignment structure to enable counties' indigent health care savings, resulting from California's election to implement Medi-Cal expansion under the Affordable Care Act, to be captured and redirected to pay for CalWORKs State General Fund assistance costs, thereby freeing up State General Fund to pay for the State's Medi-Cal expansion costs. The State added subaccounts in the 1991 Realignment structure, namely the Family Support Account, funded with 1991 Realignment Sales Tax revenues and the Child Poverty and Family Supplemental Support, funded by Vehicle License Fees.

To provide funding for the Child Poverty and Family Supplemental Support subaccount, AB 85 changed the 1991 Realignment general growth formulas, capping general growth for the Health subaccount at 18.45% and eliminating general growth funding for Social Services. The Child Poverty and Family Supplemental Support subaccount is used to fund CalWORKs Assistance grant increases and the repeal of the Maximum Family Grant (MFG) rule (see glossary for definition), effective January 1, 2017. To the extent that 1991 Realignment funds resulting from the account structure change do not cover the State's share of cost for CalWORKs, the State is continuing to fund their share from State General Fund.



## Summary of Division Budget

## 7900 – Fund 902-Assistance Programs Gerald Huber, Director of Health & Social Services Health & Public Assistance

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The Recommended Budget for Assistance Programs projects a \$8,094,324 or 13.8% net increase in revenues compared to the FY2022/23 Adopted Budget primarily due to projected increases in Adoptions, CalWORKs and General Assistance; offset by a decrease in projected Foster Care Assistance costs. The changes are reflected in the following revenue sources:

- \$8,822,050 increase in State and federal revenues.
- \$1,540,542 increase in combined 1991 and 2011 Realignment revenues.
- \$2,268,268 decrease in County General Fund contribution.

### Primary Costs

The FY2023/24 Recommended Budget for Assistance Programs projects \$8,089,324 or 13.8% net increase in appropriations compared to the FY2022/23 Adopted Budget. The projected increase is primarily the result of the following:

Adoptions Assistance Program (BU 7901) – \$1,382,613 or 13.9% net increase in appropriations due to increase in projected paid cases based on current trends.

Foster Care Assistance programs – \$2,558,636 or 14.2% net decrease in appropriations due to the following:

- Kin-GAP (BU 7902) – Costs are projected to decrease by \$10,824 or 0.7% when compared to FY2022/23 Adopted Budget.
- Foster Care (BU 7903) – Costs are projected to decrease by \$2,579,084 or 16.0% when compared to FY2022/23 Adopted Budget primarily due to lower paid cases projected in FY2023/24 when compared to FY2022/23 Adopted Budget. FY2023/24 Recommended Budget projected paid cases is based on current trends.
- County Only Foster Care (BU 7908) – Costs are projected to increase by \$31,272 or 8.5% when compared to FY2022/23 Adopted Budget.

CalWORKs Assistance (BU 7904) – \$8,908,058 or 31.9% net increase in appropriations due to increase in projected paid cases based on current trends.

Refugee Assistance (BU 7906) – \$7,220 or 15.9% net increase in appropriations due to an increase in projected paid cases.

General Assistance (BU 7907) – \$314,268 or 15.5% net increase in appropriations due to increase in average grant and projected paid cases based on current trends.

Approved Relative Caregiver (BU 7909) – \$20,241 or 5.7% net increase in appropriations due to increase in projected paid cases based on current trends.

Work Incentive Nutritional Supplement (WINS), State Utility Assistance Subsidy (SUAS) and Low-Income Home Energy Assistance Program (LIHEAP (BU 7911)) – \$20,560 or 6.0% increase in appropriations based on current trends.

### Contracts

The FY2023/24 Recommended Budget includes \$1,326,000 in contracted direct services for the provision of Adoption and Foster Care Wraparound services and \$501,421 in Emergency Child Care Bridge Program for Foster Care. H&SS will return to the Board in June 2023 with a master list of contracts for the Board's consideration.

### Fixed Assets

None.

### **DIVISION COMMENTS**

None.

**7900 – Fund 902-Assistance Programs**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

**Summary of Division Budget**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	35,915,944	35,260,013	40,045,313	4,785,300	13.6%
INTERGOVERNMENTAL REV FEDERAL	15,433,723	17,149,713	22,727,005	5,577,292	32.5%
CHARGES FOR SERVICES	1,401	0	0	0	0.0%
MISC REVENUE	13	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	5,846,709	6,276,737	4,008,469	(2,268,268)	(36.1%)
<b>TOTAL REVENUES</b>	<b>57,197,790</b>	<b>58,686,463</b>	<b>66,780,787</b>	<b>8,094,324</b>	<b>13.8%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	231,981	236,784	777,864	541,080	228.5%
OTHER CHARGES	55,649,753	58,449,679	66,002,923	7,553,244	12.9%
OTHER FINANCING USES	1,316,056	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>57,197,790</b>	<b>58,686,463</b>	<b>66,780,787</b>	<b>8,094,324</b>	<b>13.8%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2023/24 Recommended Budget was prepared using prior year actual data and trends. The declaration of the federal COVID-19 Public Health Emergency expired on May 11, 2023. At this time, it is unclear if the FY2023/24 Recommended Budget will be additionally impacted due the end of the public health emergency. H&SS staff will continue to monitor and evaluate the impacts and will provide necessary budget adjustments at Midyear.

**Summary of Other Administered Budgets**

**7900 – Fund 902-Assistance Programs  
Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	18,767,204	21,192,685	22,200,829	1,008,144	4.8%
9600 MHSA	27,311,890	31,065,762	46,475,183	15,409,421	49.6%
7950 TOBACCO PREVENTION & EDUCATION	912,575	612,807	473,944	(138,863)	(22.7%)
<b>APPROPRIATIONS</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	18,767,204	21,192,685	22,200,829	1,008,144	4.8%
9600 MHSA	24,122,485	35,014,074	39,125,628	4,111,554	11.7%
7950 TOBACCO PREVENTION & EDUCATION	913,670	612,807	473,944	(138,863)	(22.7%)
<b>NET CHANGE</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	0	0	0	0	0.0%
9600 MHSA	(3,189,405)	3,948,312	(7,349,555)	(11,297,867)	(286.1%)
7950 TOBACCO PREVENTION & EDUCATION	1,095	0	0	0	0.0%

A summary of the budgets administered by the Health and Social Services Department is provided on the following pages.

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**DEPARTMENTAL PURPOSE**

The In-Home Supportive Services (IHSS) Public Authority (PA) is a distinct legal entity that serves as the Employer of Record for In-Home Supportive Services caregivers (also known as IHSS providers) in Solano County, established in accordance with California Welfare and Institutions Code §12301.6. The Solano County Board of Supervisors serves as the Governing Board for this separate legal entity. In addition to serving as the Employer of Record for IHSS, the Public Authority also provides services to IHSS consumers.

**FUNCTION AND RESPONSIBILITIES**

On March 5, 2002, the Solano County Board of Supervisors established the Public Authority to act as the Employer of Record for IHSS providers. The IHSS Public Authority, a governmental entity separate and distinct from Solano County, established a Memorandum of Understanding (MOU) with the County to provide staff and all administrative services for the IHSS PA.

This budget unit includes administrative costs incurred by the IHSS PA (BU 1521), IHSS Public Authority Advisory Committee (BU 1522), health benefit premium payments for IHSS providers (BU 1523), and the IHSS Maintenance of Effort (MOE) - Services (BU 1523). The required County General Fund Contribution for these functions is budgeted in this fund.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In 2022, the IHSS Public Advisory Committee met bimonthly to discuss issues pertinent to the In-Home Supportive Services program and to make recommendations regarding service delivery. Due to COVID-19 pandemic, meetings continued to be held virtually, and the Committee voted to not hold an in-person conference in 2022.

IHSS PA and SEIU 2015 completed negotiations in 2021, which fixed the IHSS provider wage at \$1.20 over the California State minimum wage. In January 2023, the California minimum wage increased to \$15.50 per hour. As a result of this increase, the Solano IHSS wage is fixed at \$16.70 per hour through June 2024. IHSS Providers in Solano County who work more than 65 hours per month remain eligible for a supplemental health plan that includes prescriptions, vision, and dental care paid for by the IHSS PA.

**WORKLOAD INDICATORS**

Relevant workload indicators are incorporated in H&SS Social Services Division's IHSS Public Authority Bureau (BU 7690).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$1,008,144 or 4.8% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The primary funding sources are Federal Title XIX (Medi-Cal funding), State General Fund, 1991 Social Services Realignment, and County General Fund.

The Recommended Budget projects a net increase of \$1,008,144 or 4.8% in revenues primarily due to the following:

- Decrease of \$400,247 in County General Fund contribution representing a 5.3% decrease in the share of the IHSS MOE offset by increases in Countywide Administrative Overhead, advisory committee expenditures and IHSS Public Authority administration costs funded with County General Fund.
- Increase of \$1,151,531 in 1991 Social Services Realignment revenue representing a 5.3% increase in share of the IHSS MOE funded with 1991 Realignment.
- Increase of \$250,140 in combined State and federal revenues due to increases in projected provider health benefit costs and in IHSS Public Authority administration costs.

Primary Costs

Primary costs for IHSS Public Authority are \$21,167,272 in Other Charges, \$1,021,507 in Operating Transfer-Out and \$12,050 in Services and Supplies.

The Recommended Budget projects a net increase of \$1,008,144 or 4.8% in appropriations primarily due to the following:

**Summary of Other Administered Budgets**

**1520 – Fund 152-IHSS Public Authority  
Gerald Huber, Director of Health & Social Services  
Health & Public Assistance**

- Increase of \$644,348 in IHSS MOE primarily representing annualized adjustment in IHSS MOE for the 4% annual inflation increase per SB 80 (2019).
- Increase of \$187,771 in Individual Providers-IHSS costs representing the projected increase in health premium payments based on projected provider hours multiplied by \$0.60 hourly approved benefit rate.
- Increase of \$128,849 in Operating Transfer-Out due to increased costs in BU 7690 to reimburse H&SS for staff time study costs and operating support costs to administer the IHSS Public Authority program.
- Increase of \$44,976 in Countywide Administrative Overhead.

Contracts

The FY2023/24 Recommended Budget includes a total of \$4,244,583 in contracted services for estimated health plan costs.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	7,946,118	9,077,750	10,316,582	1,238,832	13.6%
INTERGOVERNMENTAL REV FEDERAL	2,311,439	2,647,890	2,810,729	162,839	6.1%
CHARGES FOR SERVICES	1,942	177	6,897	6,720	3796.6%
GENERAL FUND CONTRIBUTION	8,507,705	9,466,868	9,066,621	(400,247)	(4.2%)
<b>TOTAL REVENUES</b>	<b>18,767,204</b>	<b>21,192,685</b>	<b>22,200,829</b>	<b>1,008,144</b>	<b>4.8%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	5,600	9,850	12,050	2,200	22.3%
OTHER CHARGES	18,102,921	20,290,177	21,167,272	877,095	4.3%
OTHER FINANCING USES	658,683	892,658	1,021,507	128,849	14.4%
<b>TOTAL APPROPRIATIONS</b>	<b>18,767,204</b>	<b>21,192,685</b>	<b>22,200,829</b>	<b>1,008,144</b>	<b>4.8%</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The FY2023/24 Recommended Budget includes a decrease in County General Fund share of IHSS MOE compared to the FY2022/23 Adopted Budget. IHSS MOE adjustments remain 100% County General Fund cost.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

During the COVID-19 public health emergency, certain provisions of the Brown Act were suspended to allow for teleconferencing. The IHSS Public Authority Advisory Committee has been meeting via teleconference under these provisions since May 2020. With the State public health emergency ending on February 28, 2023, the IHSS Public Authority Advisory Committee will go back to in-person meetings or implement a hybrid approach to meetings allowed for in the passage of Assembly Bill (AB) 2449 relating to open meetings and teleconferencing.

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## **DEPARTMENTAL PURPOSE**

On May 7, 2013, the Solano County Board of Supervisors approved the establishment of the Mental Health Services Act (MHSA) budget unit in accordance with State Welfare and Institutions Code (WIC) §5892(f) to facilitate the MHSA County Fiscal Accountability Certification required by the State. The MHSA funding is managed under the Department of Health and Social Services, Behavioral Health Division.

## **FUNCTION AND RESPONSIBILITIES**

MHSA was established in November 2004 with the passage of Statewide Proposition 63 which placed a 1% tax on personal income in excess of \$1 million and provided the first opportunity in many years for the California Department of Mental Health (DMH) to provide increased funding for personnel and other resources to support county mental health programs and monitor progress toward statewide goals for children, transition age youth, adults, older adults, and families. MHSA continues under the oversight of the Mental Health Services Oversight and Accountability Commission (MHSOAC) and the Department of Health Care Services (DHCS). Programs are based upon community specific needs—as identified through a comprehensive community program planning (CPP) process—and intended to address a broad continuum of prevention, early intervention and service needs and the necessary infrastructure, technology, and training elements.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- As a result of the COVID-19 pandemic, the MHSA Unit conducted the required community planning process meetings remotely but with hybrid in-person options. Comprehensive community planning with stakeholders was conducted to develop both the MHSA Annual Update for FY2022/23, the Three-Year Plan for FY2023/27, and the Suicide Prevention Strategic Plan Update 2021.
- The Full-Service Partnership (FSP) programs continued to provide the most intensive outpatient level of care with services provided to consumers 2-3 times per week, and more often as necessary. The adult FSPs continue to implement Assertive Community Treatment (ACT), an evidenced-based practice (EBP) model, and the child/youth FSP teams continue to implement the Transitions to Independence Process (TIP) EBP to engage and support young people experiencing emotional and/or behavioral struggles.
- In May 2021, the Community-Based Mobile Crisis program, funded by the Prevention and Early Intervention (PEI) component, launched in partnership with Fairfield and Suisun Police Departments. In FY2021/22, the program received 358 calls and served 306 unduplicated individuals. Of the 358 calls, 57% (205) were stabilized in the community with safety plans thus diverting from the crisis stabilization unit, emergency departments, and inpatient hospitals. However, the program was put on hold in September 2022 due to staffing issues but will be relaunching in mid-May 2023.
- The Employment Services and Support program, which uses the Individual Placement and Support (IPS) EBP model, served 144 consumers, of which 27% (39) were youth under 25, and 62% (89) of the consumers secured competitive employment and 57% (50) maintained employment for at least 90 days despite the COVID-19 pandemic and impact on employment opportunities.
- The Solano County Early Psychosis (EP) Treatment program was a pilot site for the beta testing of a new application (app) developed through the multi-county statewide Early Psychosis Learning Health Care Network Innovation (INN) project led by U.C. Davis Behavioral Health Center of Excellence. This app allows consumers and family members to self-report on progress in care and will assist in treatment planning with consumers and allow EP programs to learn from each other with a goal to develop a national network to improve care for individuals with early psychosis. This project will end December 31, 2023; however, U.C. Davis Behavioral Health Center of Excellence will continue to support the app and data reporting.
- Following completion of a five-year Interdisciplinary Collaboration and Cultural Transformation Model (ICCTM) INN project, which ended June 2021, Solano County Behavioral Health received the Association of American Medical Colleges 2022 “Innovations that Bolster Community Trust in Science Award.” The ICCMT project focused on reducing healthcare disparities for three communities of focus: Latino, Filipino and LGBTQ+.
- In 2022, the Mental Health Services Oversight and Accountability Commission (MHSOAC) contracted with the Center for Reducing Health Disparities (CRHD) and Solano County Behavioral Health to offer the statewide ICCTM Learning Collaborative based on the award-winning ICCTM INN project. The purpose of the ICCTM Learning Collaborative is to address

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health inequities in access and utilization of quality mental health services that are prevalent within many communities. This training series focuses particular attention on the racial, ethnic, and economic inequities that occur in historically underserved communities, which have been exacerbated by the ongoing COVID-19 pandemic. The ICCTM project and Solano Behavioral Health staff are supporting Los Angeles, Fresno, Kern and Marin Counties in the Learning Collaborative through September 2023.

- Solano Behavioral Health will be submitting a MHSA Innovation (INN) project plan which will be focused on Suicide Prevention and Postvention Support for Family Survivors. The INN project plan will support a designated mental health clinician to be available upon request by the Coroner's Office and/or law enforcement to provide postvention support for families who have experienced the death of a loved one to suicide, overdose or homicide. The position will support a component of psychological autopsies and collection of expanded data. Additionally, a Survivor Peer Mentor Network will be developed to provide local support groups for family survivors in coordination with the Napa Suicide Prevention Counsel and National Alliance on Mental Illness (NAMI) Solano to explore a regional approach. Solano Behavioral Health is currently working on a draft plan to post for local review and approval process.
- County and community-based organization programs have experienced significant staff recruitment and retention challenges impacting the capacity of the system to manage new requests for services and providing services based on the level of care needed for individual consumers. Additionally, contractors are requesting rate increases, limiting services, or not able to expand their services in some areas to meet client demand.

**WORKLOAD INDICATORS**

The following data indicates services rendered for FY2021/22 by MHSA component:

- Prevention and Early Intervention (PEI): 19% of the total MHSA funds received annually are allocated to PEI to provide support to prevent individuals (with 51% of the funds supporting individuals 25 years of age or younger) from developing mental health conditions and/or to serve those with mild-to-moderate mental health conditions and countywide stigma and suicide prevention efforts.
  - 7,809 people were served across various programs including mobile crisis and school-based services.
- Community Services and Supports (CSS): 76% of the total MHSA funds received annually are allocated to CSS for services for individuals of all ages with more serious mental health conditions.
  - 2,504 clients were served in high intensity programs including FSP, forensics, and others.
  - \$2.1 million or 8.5% of the CSS funds were used specifically to fund beds to prevent homelessness for 226 clients in FY2021/22.
- Innovation (INN): 5% of the total MHSA funds received annually are allocated to INN for increasing access to quality mental health services to underserved underrepresented communities with measured outcomes and promote interagency and community collaboration related to mental health services, supports or outcomes. Solano Behavioral Health is currently drafting a plan focused on suicide prevention.
- Workforce Education and Training (WET): this component has not received an allocation since 2014; however, funds from CSS component may be transferred to this component to fund programs designed to enhance the public mental health workforce including training on evidence-based practices, stipends for interns, loan assumption, and retention programs for hard to fill positions.
  - Supported 10-15 workforce and community trainings, including trainings on evidence-based practices.
  - Supported Residency and Internship program including two interns, psychiatry provider financial incentives, and a loan repayment program.
- Capital Facilities and Technological Needs (CF/TN): this component has not received an allocation since 2014; however, funds from the CSS component may be transferred to this component. Funds can be used for training the workforce on evidence-based practices, stipends for interns, loan assumption, and retention programs for hard to fill positions.
  - Supported the implementation of a level of care tool for both the adult and children's programs.

- Prudent Reserve (PR): counties are permitted to allocate up to 33% of the 5-year average of incoming CSS funds to the PR account. These funds are intended to only be used in a budget crisis and counties must obtain permission from the State. Solano currently has \$5.7 million in the PR account which is 15% of the total current annual MHSA budget.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$15,409,421 or 49.6% in revenues and an increase of \$4,111,554 or 11.7% in appropriations when compared to the FY2022/23 Adopted Budget. There is no County General Fund Contribution to this fund. MHSA revenues are directly recognized in this fund and transferred to the Health and Social Services Fund (Fund 902) to reimburse MHSA qualifying expenditures.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	100,889	70,060	395,756	325,696	464.9%
INTERGOVERNMENTAL REV STATE	27,210,993	30,995,674	46,079,419	15,083,745	48.7%
CHARGES FOR SERVICES	7	28	8	(20)	(71.4%)
<b>TOTAL REVENUES</b>	<b>27,311,890</b>	<b>31,065,762</b>	<b>46,475,183</b>	<b>15,409,421</b>	<b>49.6%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	178,479	0	0	0	0.0%
OTHER CHARGES	355	446	3,173	2,727	611.4%
OTHER FINANCING USES	23,943,652	35,013,628	39,122,455	4,108,827	11.7%
<b>TOTAL APPROPRIATIONS</b>	<b>24,122,485</b>	<b>35,014,074</b>	<b>39,125,628</b>	<b>4,111,554</b>	<b>11.7%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(3,189,404)</b>	<b>3,948,312</b>	<b>(7,349,555)</b>	<b>(11,297,867)</b>	<b>(286.1%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The increase of \$15,409,421 in revenues is primarily due to a projected increase in statewide MHSA revenues when compared to the FY2022/23 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 \$4,111,554 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.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The initial three-year MHSA revenue projections from Fall 2022 anticipated a significant increase for FY2022/23 and will be used when developing the budget for the upcoming MHSA Three-Year Plan FY2023/27. It should be noted that revenues are allocated a few years after receipt based on tax returns.

Governor Newsom is proposing a modernization of California’s Behavioral Health System that would significantly change MHSA components and expenditure requirements. While Solano Behavioral Health supports any new funding, there is concern that



funding may be reduced in equally important investments for prevention and early intervention. The Behavioral Health Expansion and Modernization Proposal is a three-pronged approach that will focus on creating:

- A \$3.6 billion bond to fund Behavioral Health Capacity and Housing for Homeless Veterans: This general obligation bond would provide \$600 million for homeless veterans housing and \$3 billion for thousands of new behavioral health beds and services.
- Amending the MHSA to create a permanent source of housing funding of \$1 billion a year in local assistance funds to serve people with acute behavioral health issues, focusing on Full-Service Partnerships for the most seriously ill, and allowing MHSA to be used for people with substance use disorders alone.
- Proposed reforms to be placed on the 2024 ballot, exactly 20 years from the MHSA's passage in 2004, include a New Housing Component requiring counties to dedicate 30% of funding to pay for housing and other community-based residential solutions to provide an ongoing source of funding for new and existing housing and residential settings that are responsive to the diverse needs across the State. A new Full-Service Partnerships Component requiring counties to spend 30% of MHSA funds on FSPs, with a focus on the most seriously ill. A new focus on substance use disorder (SUD) as a standalone criterion, which would allow funding for individuals with only a SUD diagnosis (as opposed to co-occurring) to be funded under the MHSA. Require counties to bill Medi-Cal first for reimbursable services, before using MHSA, to further stretch scarce dollars and allow for greater fiscal accountability and oversight. Overhaul county accountability and transparency by updating the Three-Year County Plan to require counties to create comprehensive behavioral health plans. Move the Mental Health Services Act Oversight and Accountability Commission under the California Health and Human Services Agency, to increase coordination and outcomes. Eliminate existing components, including PEI, INN, CFTN, WET, and CSS components.

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## **DEPARTMENTAL PURPOSE**

Tobacco Prevention and Education Program (TPEP) is a Health Promotion and Community Wellness program mandated by the California Department of Public Health (CDPH), Tobacco Control Program (TCP), and administered by the Public Health Division of Solano County Department of Health and Social Services (H&SS). The mission of Solano County Public Health is to optimize the health of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

## **FUNCTION AND RESPONSIBILITIES**

In November 1988, California voters approved the California Tobacco Health Protection Act of 1988, also known as Proposition 99. This referendum increased the State cigarette tax by 25 cents per pack and added an equivalent amount on other tobacco products. A portion of the revenue generated by the tax is deposited in the Health Education Account, which is administered by CDPH, TCP. This program provides funds to 61 Local Lead Agencies, which operate community-based programs to prevent and reduce tobacco use. The TPEP is designated as Solano County's Local Lead Agency for tobacco control.

With the passage of Proposition 56 by California voters in November 2016, which added a \$2.00 per pack tax on cigarettes and other tobacco products, effective April 1, 2017, TPEP began receiving additional funding to implement a more robust, comprehensive tobacco control plan integrated with the Proposition 99-funded plan. Proposition 56 provided an initial boost to local funding during the 2017-2021 Tobacco Prevention Plan; however, the funding is declining, as expected, due to several factors. The additional cost of \$2.00 per pack and the implementation of local flavors sales restrictions, namely California Senate Bill (SB) 793 signed into law on August 28, 2020, but then qualified for the November 8, 2022 statewide ballot as a voter referendum (Proposition 31) where it passed, have motivated some consumers to either quit or reduce their use.

The TPEP program embarked on a new three-year plan for 2022-2025 starting January 1, 2022 (Quarter 3 of FY2021/22). The following are TPEP's three new objectives with the goal of completing by June 30, 2025:

- Collaborate with youth and youth-serving organizations to recruit, retain, develop and train at least 10 youth leaders, advocates, and spokespersons to implement program activities and advance tobacco control efforts. At least 50% of the youth will participate in at least three meetings, trainings, presentations, data collection efforts, and/or tobacco prevention activities.
- For at least one jurisdiction in Solano County to adopt and implement a policy prohibiting smoking in outdoor dining spaces, beverage and service areas of restaurants, bars, nightclubs, and mobile catering businesses and their service lines.
- For at least one jurisdiction in Solano County to adopt and implement both: 1) a policy that prohibits smoking and vaping of all tobacco products in multi-unit housing of two or more units (market-rate, public, and subsidized), including 25 feet from all doors, windows, patios, and balconies, and emphasize a graduated enforcement process; and 2) a policy eliminating the sale and/or distribution of any mentholated cigarettes and other flavored tobacco products, and paraphernalia (e.g., smokeless tobacco products, dissolvable tobacco products, flavored premium cigars such as little cigars, cigarillos, hookah tobacco, e-cigarettes, e-hookah, wrappers). The policy will not criminalize purchase, use, or possession of tobacco products by individuals.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Despite the passage of Proposition 31, which upheld SB 793 that restricts the sale of most flavored tobacco products, the tobacco industry continues to try to find loopholes to sell their addictive products in kid-friendly flavors. This year, TPEP is looking to local communities and the State to push forward innovative policies to eliminate tobacco use and secondhand smoke exposure in significant ways and to improve grades given by the American Lung Association for key local policies offering protections in multi-unit housing, with local flavors restrictions, and in multiple outdoor settings like outdoor dining and service lines.

In FY2022/23, a major accomplishment was the implementation of a smoke-free multi-unit housing ordinance in Vallejo. This success was a collaborative effort of multiple groups that took the lead while TPEP provided technical assistance. The advocacy of youth from Club Stride who met with the Vallejo Vice-Mayor, and of the youth from Bay Area Community Resource (BACR) Youth Tobacco-Control Advocacy Policy Program (YTAPP) who testified at Vallejo City Council meetings, was critical in the unanimous passage of this ordinance.

**WORKLOAD INDICATORS**

- The first six months of FY2022/23 were dedicated to developing the new 2022-2025 Tobacco Prevention Plan, which required community input and data collection through the Communities of Excellence (CX) process. This intensive community assessment process was conducted through eight (8) online Zoom sessions lasting between sixty and ninety minutes each. Staff worked with California Tobacco Control Program (CTCP) staff to develop the scope of work aiming for a Tobacco Free Solano.
- The efforts of the previous funded youth groups and other community members to provide input to Vallejo City Council resulted in a smoke-free multi-unit housing ordinance. TPEP will support and provide technical assistance to efforts in the City of Vallejo to continue implementation of SB 793, the restriction to sell most flavored tobacco products, through the proposal of a Tobacco Retail License (TRL).
- In addition, staff and Tobacco Free Solano Coalition members will continue implementing the new 2022-2025 Tobacco Prevention Plan. The primary objective is to conduct the necessary Midwest Academy Strategy Chart (MASC) and Key Informant Interviews (KII) throughout each Solano County jurisdiction. To date three (3) MASC’s have been completed for smoke-free multi-unit housing (SFMUH) and a restriction on the sales of flavored tobacco products. This work will provide the needed data to set direction for which cities are ready or near ready to focus efforts on tobacco prevention and preventing secondhand smoke exposure through the remainder of the plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$138,863 or 22.7% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. There is no County General Fund contribution to this budget.

Primary Funding Sources

The primary funding source for Tobacco Prevention and Education Program (TPEP) is the State of California Tobacco Prevention and Education Fund Allocation from Proposition 99 and Proposition 56.

The Recommended Budget includes a net decrease in revenues of \$138,863 or 22.7% and is due to a decrease in the TPEP fund allocation for FY2023/24.

Primary Costs

- \$157,026 for Salaries and Employee Benefits, which reflects a decrease of \$199,938 as a Health Education Specialist position is recommended for transfer to Health Services (BU 7880).
- \$105,019 in Services and Supplies, which reflects an increase of \$49,762 primarily due to increases in advertising/marketing, contracted services, and insurance; offset by decreases in central data processing and education and training costs.
- \$210,437 in Other Charges, which includes \$183,351 for Public Health personnel staff time for TPEP programs, and an increase of \$16,373 in Countywide Administrative Overhead costs.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

**7950 – Fund 390-Tobacco Prevention & Education**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	770	500	1,361	861	172.2%
INTERGOVERNMENTAL REV STATE	729,388	455,577	455,828	251	0.1%
CHARGES FOR SERVICES	182,416	156,730	16,755	(139,975)	(89.3%)
<b>TOTAL REVENUES</b>	<b>912,575</b>	<b>612,807</b>	<b>473,944</b>	<b>(138,863)</b>	<b>(22.7%)</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	314,631	356,964	157,026	(199,938)	(56.0%)
SERVICES AND SUPPLIES	387,995	55,257	105,019	49,762	90.1%
OTHER CHARGES	208,749	197,685	210,437	12,752	6.5%
OTHER FINANCING USES	2,295	2,901	1,462	(1,439)	(49.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>913,670</b>	<b>612,807</b>	<b>473,944</b>	<b>(138,863)</b>	<b>(22.7%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,095</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
TOBACCO PREVENTION & EDUCATION	2	2	1	(1)	(50.0%)
<b>TOTAL STAFFING</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>(1)</b>	<b>(50.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The net decreases in revenues and appropriations primarily reflect the decline in funding as consumers either quit or reduce use of tobacco products. Additionally, restrictions on the use of Proposition 56 and Proposition 99 funding for administrative costs will require these costs to be funded with 1991 Health Realignment through interfund services provided by the Public Health Division.

**SUMMARY OF POSITION CHANGES**

The FY2023/24 Recommended Budget includes the following position change:

- Transfer of 1.0 FTE Health Education Specialist to Health Services (BU 7880). The position has been supporting COVID-19 response efforts and time studying to Health Services. The transfer aligns the position to the appropriate budget and funding sources.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Due to the successful work with the City of Benicia adoption of two comprehensive local tobacco control ordinances, additional cities within Solano County have indicated a desire to learn more about protections that they can potentially take to improve the health of their communities. TPEP staff will continue to provide education and offer technical assistance.

# Summary of Other Administered Budgets 2160 – Fund 216-Napa/Solano Area Agency on Aging

## Gerald Huber, Director of Health & Social Services Health & Public Assistance

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### DEPARTMENTAL PURPOSE

The Napa/Solano Area Agency on Aging for Planning and Service Area (PSA) 28 is the entity that serves as the Area Agency on Aging (AAA) in Napa and Solano Counties, established in accordance with the federal Older Americans Act and the Older Californians Act, to administer programs to older adults, adults with disabilities, family caregivers, and residents of long-term care facilities.

### FUNCTION AND RESPONSIBILITIES

On September 27, 2018, the California Department Aging (CDA) designated the County of Solano as the lead agency for the Napa/Solano AAA for PSA 28, which includes Napa and Solano Counties, effective January 1, 2019. This new entity was formed following the closure of the non-profit in July 2018 that previously served as the program administrator. The Napa/Solano Area Agency on Aging operates via a Joint Exercise of Powers between Napa and Solano Counties with Solano County, as the lead entity, overseeing the Agency's administration.

This budget unit includes administrative costs incurred by the AAA (BU 2161) and direct services costs (BU 2162, 2163, and 2164) and tracks financials for the Napa/Solano Area Agency on Aging (N/S AAA), California Department of Aging (CDA). The County General Fund contribution for these functions is budgeted in this fund.

### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

In calendar year 2022:

- The N/S AAA continued assisting service providers in transforming program delivery and reopening sites to accommodate COVID-19 safety requirements. Many congregate meal participants were reluctant to return to congregate settings and continued to receive meals at home. Likewise, volunteer visiting programs were slow to transition from calling clients to in-person visits, as older volunteers and clients were reluctant to resume in-person visiting. Evidence-based exercise programs continued virtually and in-person. Volunteer transportation services continued delivering groceries to homebound seniors and regular transportation services to healthcare appointments resumed.
- A key component of California's Master Plan for Aging is the creation of a 'No Wrong Door' model achieved through local partnerships. In October 2021, N/S AAA and Independent Living Resource Center of Contra Costa and Solano Counties submitted a joint application to the California Department of Aging for approval of the Aging and Disability Resource Connection (ADRC) program which consolidates resources and received the designation in July 2022. This newly mandated program will integrate multiple resources to create a client-focused support system for services available countywide.
- The N/S AAA Executive Director was appointed to the statewide ADRC Advisory Committee. The 19-member committee includes four AAA Directors and is tasked with identifying and implementing strategies to strengthen, sustain, and expand the ADRC and 'No Wrong Door' model throughout the State.
- The N/S AAA conducted four community meetings to inform the public about available federal American Rescue Plan Act (ARPA) funding for AAA services and seek recommendations for allocating funds. Along with requests for program funding, requests were made to allocate funds to outreach activities to inform seniors on available programs.
- The N/S AAA printed new Senior Resource Guides in English and Spanish. Guides were made available to Older Disabled and Adult Services (ODAS) staff to provide to clients, sent to senior centers AAA service providers, and low-income senior living facilities, and included as an insert into the two largest newspapers in Solano and Napa Counties.
- The N/S AAA participated on a statewide committee to review sections of the California Department of Aging Data Dictionary. Suggested changes were implemented by the California Department of Aging staff to clarify definitions and restructure the Data Dictionary to make it more user-friendly.
- The N/S AAA Executive Director co-chaired a newly created Communications Committee for the California Association of Area Agencies on Aging (C4A). The committee is creating a statewide communications strategy and customizable materials for local AAAs to use in local outreach efforts.
- N/S AAA was asked by California Department of Aging to create a pilot Line Dance curriculum for the CalFresh Healthy Living program (SNAP-Ed). The two-year pilot includes creating and implementing a new evidence-based curriculum, instructor

## 2160 – Fund 216-Napa/Solano Area Agency on Aging Summary of Other Administered Budgets

Gerald Huber, Director of Health & Social Services

Health & Public Assistance

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materials, videos, and coordinating multiple PSAs. Once complete and approved by the State, the curriculum will be available to use statewide in the SNAP-Ed program.

- N/S AAA participated in a new Digital Connections program offered by the California Department of Aging. Under the program, N/S AAA received 2,000 iPads with 12-months of AT&T internet service, as well as funds to train older adults how to use the devices. The goal of the program is to help older adults become more comfortable using electronic devices to stay connected while assisting with initial costs.

### WORKLOAD INDICATORS

- The N/S AAA created and monitored 60 separate contracts and amendments with 20 different service providers supporting 51 different types of services. This is a 300% percentage increase in contract numbers compared to 2018 when Solano County assumed the role of the Napa/Solano Area Agency on Aging when there were 15 total contracts. Each contract includes reporting and monitoring structures separate from other contracts. The four-person team of the Executive Director, Staff Analyst, Accountant and Office Assistant currently support the program and provide support to the N/S AAA Advisory Council and Oversight Board.

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes an increase of \$609,325 or 9.1% in revenues and an increase of \$574,803 or 8.6% in appropriations when compared to the FY2022/23 Adopted Budget. This department is primarily comprised of contracted direct services and an Operating Transfer Out (Fund 902 – BU 7685, N/S AAA Administration budget) for the cost of Health and Social Services (H&SS) staff and operating expenditures allocated to the administration of the N/S AAA.

#### Primary Funding Sources

The primary funding sources for this budget are federal revenues (Titles III B, III C-1, III C-2, III D, III E and VII), State General Fund, and required match contributions from Napa County and Solano County General Funds.

The Recommended Budget includes \$6,796,594 in combined federal and State revenues, \$126,104 in contributions from Napa County and \$358,912 in Solano County General Fund.

The Recommended Budget projects a net increase of \$609,325 or 9.1% in revenues primarily due to the following:

- Increase of \$1,148,402 in combined federal and State revenues primarily due to an overall increase in Area Plan and SNAP-Ed funding from the California Department of Aging and new funding for ADRC, Nutrition Infrastructure and Intergenerational and Fall Prevention which were not included in the FY2022/23 Adopted Budget.
- Decrease of \$524,738 in COVID-19 Pass-Through revenues primarily due to carry over of funding received in FY2021/22 and appropriated in FY2022/23. In FY2021/22, the department received one-time ARPA funding of \$2,040,390 allocated for Older Americans Act programs through September 30, 2024.
- Decrease of \$21,975 in Operating Transfers In representing an \$18,025 increase in the share of Solano County General Fund due to the overall increase in the administration costs of N/S AAA, offset by a \$40,000 decrease in transfers-in from the Public Health Division to fund a senior fall prevention program.

#### Primary Costs

The Recommended Budget includes \$7,281,610 in appropriations, an increase of \$574,803 or 8.6%. Primary costs include:

- \$6,185,322 in Contracted Direct Services to provide various supportive services, home-delivered and congregate meals, nutrition counseling and education, ombudsman services, and elder abuse prevention.
- \$44,326 in Countywide Administrative Overhead costs.
- \$1,051,962 in Operating Transfers Out to Fund 902, Bureau 7685, which represents \$268,242 in Salaries and Employee Benefits and \$783,720 for other operating expenditures to administer the N/S AAA program.

**Summary of Other Administered Budgets 2160 – Fund 216-Napa/Solano Area Agency on Aging**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

Contracts

The FY2023/24 Recommended Budget includes a total of \$6,185,322 or 85.0% in contracted direct program services. H&SS will return to the Board in June 2023 with a master list of contracts for the Board’s consideration.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	325	0	0	0	0.0%
INTERGOVERNMENTAL REV STATE	1,814,050	3,321,742	3,910,563	588,821	17.7%
INTERGOVERNMENTAL REV FEDERAL	2,604,929	2,851,188	2,886,031	34,843	1.2%
MISC REVENUE	93,731	118,468	126,104	7,636	6.4%
OTHER FINANCING SOURCES	330,560	380,887	358,912	(21,975)	(5.8%)
<b>TOTAL REVENUES</b>	<b>4,843,595</b>	<b>6,672,285</b>	<b>7,281,610</b>	<b>609,325</b>	<b>9.1%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	6,616	0	0	0	0.0%
OTHER CHARGES	4,198,052	5,912,795	6,229,648	316,853	5.4%
OTHER FINANCING USES	604,404	794,012	1,051,962	257,950	32.5%
<b>TOTAL APPROPRIATIONS</b>	<b>4,809,072</b>	<b>6,706,807</b>	<b>7,281,610</b>	<b>574,803</b>	<b>8.6%</b>
<b>NET COUNTY COST</b>	<b>(34,523)</b>	<b>34,522</b>	<b>0</b>	<b>(34,522)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Many of the priorities included in the statewide Master Plan for Aging plan are being mandated locally, which includes creating Aging and Disability Resource Connections. AAAs are being tasked with reviewing the Master Plan for Aging and localizing initiatives and including in local Area Plans with limited support and funding. Staff continues to participate in discussions with the California Department of Aging and the California Association of Area Agencies on Aging (C4A) to advocate for support, local flexibility, and additional funding.

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

The Coronavirus Aid, Relief, and Economic Security (CARES) Act and ARPA funding and flexibilities will end. During the COVID-19 pandemic there was a need for cash/material aid supports for low-income seniors throughout the county. Relatively small amounts of money allowed frail adults to remain in their homes. CARES Act and ARPA funds, and the flexibility to move money where it was needed, allowed the N/S AAA to support low-income seniors to remain in their homes by paying for home repairs,

**2160 – Fund 216-Napa/Solano Area Agency on Aging Summary of Other Administered Budgets**  
**Gerald Huber, Director of Health & Social Services**  
**Health & Public Assistance**

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medical bills, and utilities and purchasing battery back-up units and emergency packs. After the Public Health Emergency declaration ends, the need will remain but the additional funding to support the programs will end.

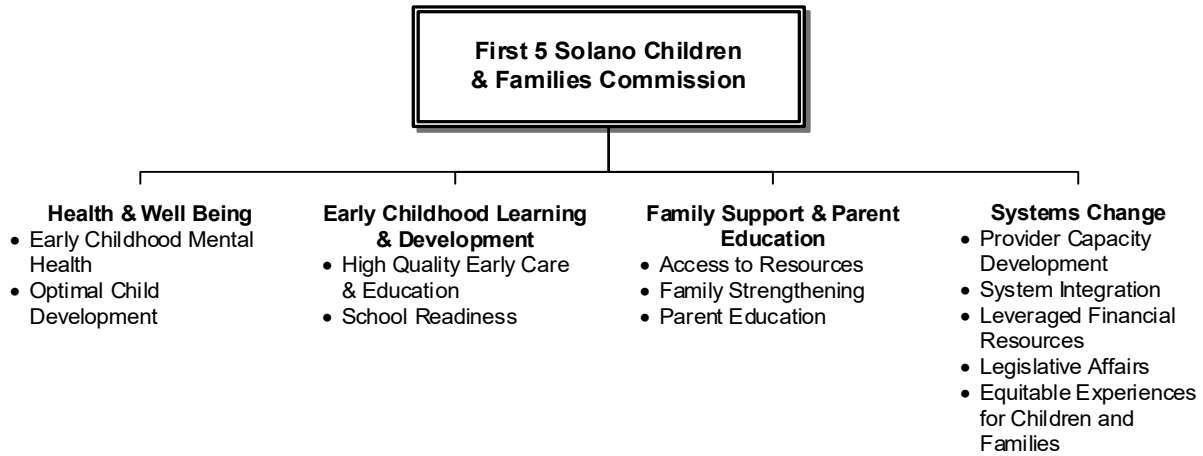
Beginning July 2023, every senior nutrition client must be re-evaluated to ensure only qualifying seniors receive home delivered meals instead of attending congregate sites; however, many seniors may not want to return to congregate dining but will not qualify for home delivered meals. Senior meal providers need to prepare clients now for the transition back to congregate dining.

The California Department of Aging continues to increase the number of required reports and level of data and details collected from AAAs and the service providers. The additional data requirements create undue burden on AAAs and providers. Each new revenue contract will need data tracked separately with little or no support from the California Department of Aging.

Over the last three fiscal years, the State provided enhanced funding for the Senior Nutrition Program; however, it is anticipated that the State will not continue the increased allocation from the State General Fund due to the projected State budget shortfall. This may reduce senior nutrition funding significantly in FY2024/25. Similarly, additional “Fall Prevention” service funds may be eliminated, which would significantly reduce the funding levels for the program.

The Four-Year Area Plan is due In April 2024 and a comprehensive senior survey will need to be created, administered, evaluated, and incorporated into the plan during calendar year 2023.





**DEPARTMENTAL PURPOSE**

First 5 Solano Children and Families Commission (First 5 Solano) exists to catalyze and strategically advance innovative, prevention-focused approaches across systems that improve the lives of young children, their families, and their communities. First 5 Solano was created as a result of Proposition 10, approved by California voters in 1998, which established a dedicated funding source for services for children ages birth to five utilizing taxes on the sale of tobacco products. There is a State-level First 5 Commission as well as 58 county commissions; each county commission operates in accordance with a locally approved strategic plan. County commissioners, appointed by local Boards of Supervisors, have sole authority to allocate county commission funds. These funds, which decline over time, cannot be used to supplant existing programs and/or services. First 5 Solano provides funding for community-based services that address the health, well-being, social, cognitive, academic, emotional, and developmental needs of

expectant parents, young children, and their families. First 5 Solano also funds activities that promote and support a stronger infrastructure and more effective system of services for children from birth to five years of age. First 5 Solano’s strategic investments are used to support additional leveraged funds in local, State, federal, and foundation dollars for Solano County’s youngest children.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	7,777,491
FY2023/24 Recommended:	13,324,963
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	7

**FUNCTION AND RESPONSIBILITIES**

First 5 Solano funds local community organizations, government agencies, and school districts which offer programs and services that align with the following Strategic Plan Priority areas and initiatives:

- Health and Well-Being, including early childhood mental health, ensuring optimal development, and access to health services.
- Early Childhood Learning and Development, including early care and education quality improvement, pre-Kindergarten academies, early literacy, and a childcare and early learning facility.
- Family Support and Parent Education, including family strengthening services, First 5 Centers, and evidence-based parent education.

In addition to direct services, First 5 Solano has a Strategic Plan Priority Area of *Systems Change* with the goal of ensuring early childhood systems are strong, integrated, sufficiently resourced and equitable. Activities in this priority area include cross system collaboration, increasing capacity of early childhood providers, advocating for legislative and policy change, and expanding financial resources for the early childhood system. Systems building cross initiative approaches, include funding a referral call center known as “Help Me Grow Solano” to increase the connection of young children to services, and the Solano Kids Thrive

**Michele Harris, Executive Director  
Health & Public Assistance**

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Collective Impact initiative to align activities within the early childhood system, with a focus on Adverse Childhood Experiences (ACEs) and resilience.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Over the last year, provided services to over 7,000 Solano residents, including children, parents/caregivers, and providers of services to young children.
- Continued overseeing the proposed acquisition and renovation of the shuttered Beverly Hills Elementary School in Vallejo to an Early Learning Center, supported through multiple partners including Solano County, First 5 Solano, Solano County Office of Education (SCOE), Vallejo City Unified School District, Child Start, Inc. and others, with the goal of annually serving up to 200 children ages 0-5 and their families with childcare and early learning opportunities.
- Received \$7.5 million from a variety of sources to support renovations of the Early Learning Center.
- Continued working with the City of Fairfield on the joint project to locate the Fairfield First 5 Center within the new North Texas Recreation Complex.
- Implemented the fifth and final year of the Commission's 2018-2023 Program Investment Plan to support young children and their families in the community, including:
  - Assisted over 2,000 children and parents/caregivers through the Help Me Grow Solano call center—a national model to connect young children and families to needed services in their community, including over 300 electronic developmental screenings for children at risk of developmental concerns.
  - Partnered with SCOE to provide early care and education providers coaching and professional development as part of the Quality Counts/IMPACT quality improvement program.
  - Provided Triple P Positive Parenting Program to over 1,000 parents through six community partners, including workshops, brief intervention, targeted intervention, and groups.

**WORKLOAD INDICATORS**

- During the period of July 1, 2022 – June 30, 2023, First 5 Solano managed over 50 ongoing contracts and Memorandums of Understanding totaling approximately \$3 million, which provided services to over 7,000 Solano residents.
- Through the Vallejo First 5 Center, provided over 55 six-week classes to parents with children ages 0-5 on a variety of topics including healthy eating, kindergarten readiness, tiny paleontologists, infant massage, mindful music, and many others.

**Functional Area Summary**

**1530 – Fund 153-First 5 Solano Children & Families**

**Michele Harris, Executive Director  
Health & Public Assistance**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FIRST 5 SOLANO	6,810,216	4,777,706	10,265,470	5,487,764	114.9%
<b>TOTAL REVENUES</b>	<b>6,810,216</b>	<b>4,777,706</b>	<b>10,265,470</b>	<b>5,487,764</b>	<b>114.9%</b>
<b>APPROPRIATIONS</b>					
FIRST 5 SOLANO	4,043,095	7,825,395	13,324,963	5,499,568	70.3%
<b>TOTAL APPROPRIATIONS</b>	<b>4,043,095</b>	<b>7,825,395</b>	<b>13,324,963</b>	<b>5,499,568</b>	<b>70.3%</b>
<b>CHANGE IN FUND BALANCE</b>					
FIRST 5 SOLANO	(2,767,122)	3,047,689	3,059,493	11,804	0.4%
<b>CHANGE IN FUND BALANCE</b>	<b>(2,767,122)</b>	<b>3,047,689</b>	<b>3,059,493</b>	<b>11,804</b>	<b>0.4%</b>

<b>STAFFING</b>					
FIRST 5 SOLANO	7	7	7	0	0.00%
<b>TOTAL STAFFING</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>0.00%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$5,487,764 or 114.9% in revenues and an increase of \$5,499,568 or 70.3% in appropriations when compared to FY2022/23 Adopted Budget, resulting in a decrease of \$3,059,493 in the Commission’s fund balance.

The FY2023/24 Recommended Budget implements the first year of the Commission’s 2023-2028 Program Investment Plan.

Primary Funding Sources

The primary ongoing funding source for First 5 Solano is Proposition 10 Tobacco Tax, received from the Statewide collection of this tax.

The Recommended Budget includes a projected increase in revenue of by \$5,487,764 or 114.9% which is primarily due to increases in Intergovernmental Revenues from multiple State and local funding sources to support one-time renovations of the Vallejo Early Learning Center.

Primary Costs

The Recommended Budget includes an increase \$5,499,568 or 70.3% in appropriations primarily due increases in costs for renovations of the Vallejo Early Learning Center.

First 5 Solano will be providing for \$3.1 million to community agencies to implement services and programs in alignment with the Commission’s Strategic Plan.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$670,000 for family strengthening services at the Vallejo First 5 Center and Rio Vista CARE.
- \$375,000 for three Triple P parent education.
- \$250,000 for quality early care and education services with SCOE.
- \$380,000 for the Help Me Grow call center with Solano Family & Children’s Services.

Michele Harris, Executive Director  
Health & Public Assistance

- \$160,000 for annual grants.
- \$100,000 for transitional Kindergarten support activities.

Fixed Assets

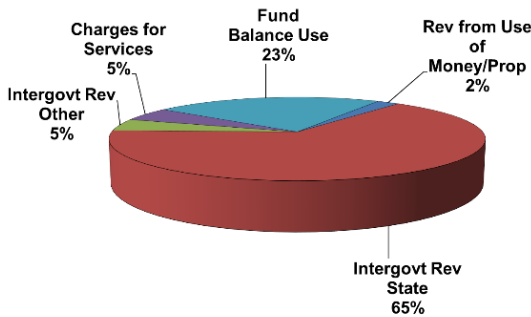
None.

See related Budget Unit 9153 – Fund 153 Contingencies (refer to Contingencies section of the Budget).

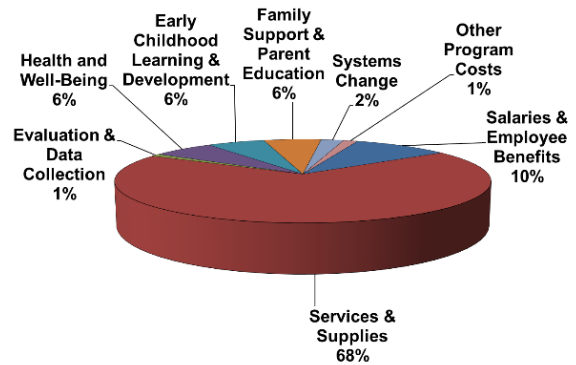
**DEPARTMENTS COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	39,102	53,211	300,000	246,789	463.8%
INTERGOVERNMENTAL REV STATE	3,806,660	3,811,030	8,655,292	4,844,262	127.1%
INTERGOVERNMENTAL REV OTHER	2,000,000	0	610,000	610,000	100.0%
CHARGES FOR SERVICES	490,819	678,465	695,178	16,713	2.5%
MISC REVENUE	473,635	235,000	5,000	(230,000)	(97.9%)
<b>TOTAL REVENUES</b>	<b>6,810,216</b>	<b>4,777,706</b>	<b>10,265,470</b>	<b>5,487,764</b>	<b>114.9%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	1,174,676	1,186,092	1,274,920	88,828	7.5%
SERVICES AND SUPPLIES	262,075	1,333,892	8,909,368	7,575,476	567.9%
OTHER CHARGES	2,594,857	5,293,627	3,127,557	(2,166,070)	(40.9%)
OTHER FINANCING USES	11,486	11,784	13,118	1,334	11.3%
<b>TOTAL APPROPRIATIONS</b>	<b>4,043,095</b>	<b>7,825,395</b>	<b>13,324,963</b>	<b>5,499,568</b>	<b>70.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(2,767,122)</b>	<b>3,047,689</b>	<b>3,059,493</b>	<b>11,804</b>	<b>0.4%</b>

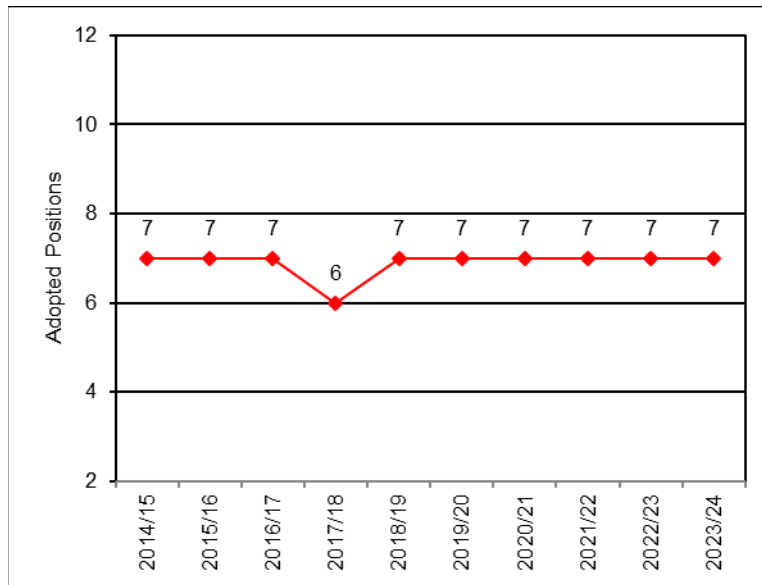
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Two significant capital projects, the Fairfield First 5 Center and the Vallejo Early Learning Center are expected to be largely in process over the fiscal year creating a one-time significant increase to the First 5 Solano Recommended Budget.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

First 5 Solano is continuing to seek ways in which the early childhood system can be sustained and even expanded as First 5 Solano revenues and reserves decline. First 5 Solano had been engaging in Systems Change work with its community partners to identify specific actions, such as increasing the capacity of early childhood providers, identifying new funding sources or leveraged dollars, integrating systems, and legislative and policy changes.

The two significant capital projects, the Fairfield First 5 Center and the Vallejo Early Learning Center will require additional contracts for services, Requests for Proposals, and policies and procedures to be established to prepare for operation of each of these efforts.

**1530 – Fund 153-First 5 Solano Children & Families Summary of Other Administered Budgets**  
**Michele Harris, Executive Director**  
**Health & Public Assistance**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1570 GRANTS/PROGRAMS ADMIN	1,771,802	1,664,440	1,648,298	(16,142)	(1.0%)
<b>APPROPRIATIONS</b>					
1570 GRANTS/PROGRAMS ADMIN	1,606,179	1,664,440	1,648,298	(16,142)	(1.0%)
<b>NET CHANGE</b>					
1570 GRANTS/PROGRAMS ADMIN	(165,623)	0	0	0	0.0%

A summary of the budgets administered by First 5 Solano is provided on the following pages.

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## DEPARTMENTAL PURPOSE

This budget unit includes Board of Supervisors approved programs/contributions such as the Community Investment Fund, which are outside of the scope of First 5 Solano Children and Families Commission but managed by First 5 Solano on behalf of the County.

## FUNCTION AND RESPONSIBILITIES

In September 2018, the County Administrator's Office recommended, and the Board endorsed, the development of a formal process to utilize qualitative and quantitative data to identify the highest needs in the county. The goal of the 3-step process was to create a durable framework of desired outcomes with clearly defined indicators and use the findings to:

1. Guide decision-making during the budget process toward priority outcomes.
2. Leverage other county resources.

The Human Services Needs Assessment (HSNA) was guided by a planning team who reviewed extensive community data, conducted key informant interviews, and considered data results from a community survey before recommending that the Board establish a Community Investment Fund to address the top human services needs in Solano County.

The top community needs that were identified in this process were:

- Priority Need 1: Mental Health – Increase access to Solano County's mental health system of care with dual strategies of increasing community understanding of how to access mental health services and increasing provider understanding of how to respond to residents with mental health needs.
- Priority Need 2: Affordable Housing – Work with cities to increase the supply of affordable housing under the community goal of "reducing homelessness."
- Priority Need 3: Homelessness – Reduce homelessness with dual strategies strengthening capacity to address homelessness and increasing community and provider understanding of how to connect to available resources.
- Priority Needs 4-6: Early Education, Youth Development, Safe and Stable Environments for Children – While mental health, housing, and homelessness rose to the top priorities, early education, youth development, and safe and stable environments for children were also highly ranked in the prioritization.

### Community Investment Fund:

In June 2019, the Board approved the recommendation from the planning team to create a Community Investment Fund (CIF). The CIF is a 3-pronged approach which includes:

1. Legacy Programs—3-year commitment to sustain programs previously funded by the Board to serve a specific population.
2. Deep Programming—3-year commitment to address the top 3 priority needs. Community partners are selected following the County's Purchasing Policy, including competitive Request for Proposals process, to implement strategies that were selected as part of an outcomes framework to evaluate progress toward the selected needs over time.
3. One-Time Investments—Smaller annual grants to address the top 6 priority needs. Community partners are selected by a competitive Request for Proposals process.

This budget, which is funded by a General Fund contribution, includes \$1.3 million to implement deep programming and \$250,000 to implement one-time investments. The budgets associated with Legacy Programs are not included in this budget unit. The initial funding cycle was three years from FY2020/21 through FY2022/23. The CIF was extended for one additional year, or through FY2023/24. This allowed for the CIF Planning Group to reconvene to review the results of program implementation, consider changes to the landscape for each priority area, and consider community data in an effort to make recommendations to the Board regarding funding for FY2024/25 and beyond.

**Deep Programs:** The Board designated \$1.3 million to address the top 3 needs in the county:

1. *Mental Health* – Mental Health was ranked the highest need in Solano County. In particular, local experts shared that Solano County should clarify the existing System of Care and access points for mental health services and then widely

**Michele Harris, Executive Director  
Health & Public Assistance**

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share that information via a community engagement campaign. Secondly, Solano County should help to increase provider understanding of how to respond to residents with mental health needs; one way is by sharing the System of Care and another way is to train providers on Mental Health First Aid to better connect clients to mental health services. For FY2023/24 implementation, the contract with Touro University California will be extended one additional year for implementation of a web app with mental health resources, community engagement, and Mental Health First Aid training.

2. *Affordable Housing* – Affordable housing was ranked as the second highest need in Solano County. Habitat for Humanity was awarded a \$200,000 grant for flood mitigation efforts on a Fairfield property and has fulfilled its contract as of December 31, 2022. For FY2023/24 and beyond, the annual Affordable Housing amount of \$200,000 will go toward an annual contribution to the Housing Trust Fund as introduced by Ordinance on July 26, 2022.
3. *Homelessness* – Homelessness was ranked the third highest need in Solano County. Experts cited the lack of coordination efforts and resources between entities trying to address homelessness, as well as the lack of provider/community understanding of how to respond to persons who are homeless/at risk of homelessness as the problem to be addressed. In FY2023/24, the \$250,000/year program with Vacaville Solano Services Corporation for a transition age youth shelter will continue. Volunteers of America (VOA) has operated a rapid rehousing program for three years as part of the CIF. VOA declined to continue the contract through FY2023/24, citing the rising rental costs as a barrier for them to continue the contract at the same level of service. The rapid rehousing contract is therefore anticipated to expire at the end of FY2022/23.

**One-Time Grants:** The one-time grants are designated to address any of the top 6 needs in the county:

1. Mental Health.
2. Housing.
3. Homelessness.
4. Early Education.
5. Youth Development.
6. Safe and stable environments for children.

These one-time grants will be funded up to \$50,000 per proposal for a one-year commitment, with \$250,000 designated annually. The proposals will be selected via a competitive Request for Proposal (RFP) process. Additionally, the RFP process may establish an eligibility list, so other worthy proposals will be ranked and may be funded should funding become available.

**Legacy Programs:** Programs funded by the Board to serve a specific population. The Legacy Programs are:

1. Children’s Alliance (included in Child Welfare Services BU 7780).
2. Court-Appointed Special Advocates (CASA) (included in General Expenditure BU 1903).
3. Food Bank of Contra Costa and Solano (included in H&SS BU 7503).
4. Veteran’s Court Case Manager (included in General Expenditure BU 1903, AB 109 6901, and H&SS BU 7701).
5. North-Bay Stand Down (included in H&SS BU 7503).

This budget unit also includes \$80,000 for First 5 Solano staff to manage the Community Investment Fund.

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Seven community partners with annual grants have been providing services to Solano residents in the top areas of need including mental health, housing, safe and stable environments for children, and youth development. Services included:
  - Supported over 300 high school and transitional aged youth with a drop-in center and resources for safe and affordable housing and paid internship opportunities.
  - Provided over 125 parents an evidence-based parent education group to support positive parenting practices.
- Continued implementation of the SolanoConnex web app to connect residents to mental and emotional health services in the community. Training for frontline workers will commence in FY2023/24.



**Summary of Other Administered Budgets      1570 – Fund 151-Grants/Programs Administration**

**Michele Harris, Executive Director  
Health & Public Assistance**

- Operated a transition age youth shelter with 8 beds to house youth ages 18-24.
- Provided 20 residents with rapid rehousing services to secure permanent housing.

**WORKLOAD INDICATORS**

- Managed eleven contracts for the Community Investment Fund.
- Worked with evaluation consultant to begin the three-year reassessment of the Community Investment Fund.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$16,142 or 1.0% in both revenues and appropriations when compared to the FY2022/23 Adopted Budget. The Recommended Budget includes a General Fund Contribution of \$1,648,298, a decrease of \$16,142 compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The primary funding source for the department is County General Fund.

Contracts

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$445,000 for the Touro University-Mental Health Deep Investment.
- \$250,000 for the Transition Age Youth Homeless Services Provider-Vacaville Solano Services Corporation Deep Investment.
- \$250,000 for annual grants (to be awarded upon RFP process).

Fixed Assets

None.

See related Budget Unit 9126 – Fund 151 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	3,316	0	0	0	0.0%
MISC REVENUE	200,000	0	0	0	0.0%
GENERAL FUND CONTRIBUTION	1,568,486	1,664,440	1,648,298	(16,142)	(1.0%)
<b>TOTAL REVENUES</b>	<b>1,771,802</b>	<b>1,664,440</b>	<b>1,648,298</b>	<b>(16,142)</b>	<b>(1.0%)</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	0	40,000	0	(40,000)	(100.0%)
OTHER CHARGES	1,606,179	1,624,440	1,648,298	23,858	1.5%
<b>TOTAL APPROPRIATIONS</b>	<b>1,606,179</b>	<b>1,664,440</b>	<b>1,648,298</b>	<b>(16,142)</b>	<b>(1.0%)</b>
<b>NET CHANGE</b>	<b>(165,623)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**Michele Harris, Executive Director  
Health & Public Assistance**

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**PENDING ISSUES AND POLICY CONSIDERATIONS**

In addition to the three-pronged approach outlined above, the Board has identified a need for an Emergency Fund to support nonprofit agencies who are providing essential services in the community who may need one-time financial support to continue operations. Staff is drafting policies and procedures and will return to the Board for approval of the criteria and process and to set the amount designated in this Emergency Fund.



**Veterans Services**

- Claim Activities
- Dependents Tuition Fee Waiver
- Community Outreach and Education
- Advocacy for Veterans in Most Matters

**DEPARTMENTAL PURPOSE**

The Solano County Veterans Services Office (CVSO) was established in 1944 by the Solano County Board of Supervisors to assist the men and women who served in the Armed Forces, their dependents, and survivors in obtaining benefits from federal, State, and local agencies administering programs for veterans.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	1,141,318
FY2023/24 Recommended:	1,269,380
County General Fund Contribution:	719,380
Percent County General Fund Supported:	56.7%
Total Employees (FTEs):	8

**FUNCTION AND RESPONSIBILITIES**

The CVSO assists veterans in applying for Monetary Benefit Programs, Survivors Benefits, Medical Benefits, Educational Programs, Veterans Administration (VA) Life Insurance Programs, State Veterans Homes, Veterans Property Tax Exemptions, Burial Benefits and VA National Cemeteries. The Office has Veterans Benefits Counselors who are fully accredited by the U. S. Department of Veterans Affairs (VA), and therefore, able to offer comprehensive benefits counseling, claims preparation and submission, claims monitoring and follow-up, and development and submission of appeals.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The Solano County Veteran Service Office (CVSO) serves more than 34,000 veterans, their families, and dependents in Solano County, helping them gain access to the benefits and services they have earned as part of their military service. The CVSO continues to look for ways to best serve clients, including offering them opportunities for walk-in appointments, scheduled appointments, and appointments with Benefit Counselors at Travis Air Force Base and the VA medical clinic on Mare Island. The Department filed 2,350 claims in first 10 months of FY2022/23, resulting in \$18 million in benefits for veterans and their dependents.

**WORKLOAD INDICATORS**

CVSO is currently providing service to an average of 118 clients per day in FY2022/23, including a mix of walk-in, virtual and scheduled appointments, phone appointments, and via email correspondence in three locations.

**5800 – Fund 001-Veterans Services**  
**Alfred C. Sims, Director of Veterans Services**  
**Veterans Services**

**Functional Area Summary**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
VETERANS SERVICES	469,405	550,000	550,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>469,405</b>	<b>550,000</b>	<b>550,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
VETERANS SERVICES	930,769	1,140,561	1,269,380	128,819	11.3%
<b>TOTAL APPROPRIATIONS</b>	<b>930,769</b>	<b>1,140,561</b>	<b>1,269,380</b>	<b>128,819</b>	<b>11.3%</b>
<b>NET COUNTY COST</b>					
VETERANS SERVICES	461,364	590,561	719,380	128,819	21.8%
<b>NET COUNTY COST</b>	<b>461,364</b>	<b>590,561</b>	<b>719,380</b>	<b>128,819</b>	<b>21.8%</b>

<b>STAFFING</b>					
VETERANS SERVICES	6	8	8	0	0.0%
<b>TOTAL STAFFING</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no change in revenues and an increase of \$128,819 or 11.3% in appropriations when compared to the FY2022/23 Adopted Budget, resulting in an increase in Net County Cost of \$128,819 or 21.8%.

Primary Funding Sources

The CVSO is primarily funded by the County General Fund and Intergovernmental funding from the State. Revenues are received from the State through a subvention program that helps offset costs to the counties for providing services to veterans. This funding is distributed based on individual counties' workload data. Solano County anticipates receiving \$550,000 in subvention funding again in FY2023/24.

Primary Costs

Salaries and Employee Benefits represents an increase of \$108,359 or 11.7% due to increases in Salaries and Employee Benefits resulting from negotiated and approved labor contracts. Services and Supplies represents an increase of \$14,445 or 13.5% primarily due to increased central data processing charges.

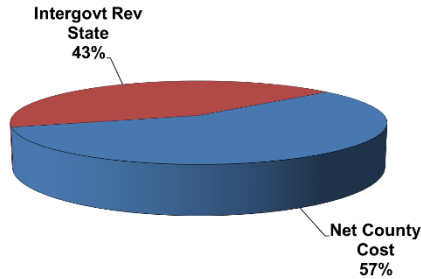
Fixed Assets

None.

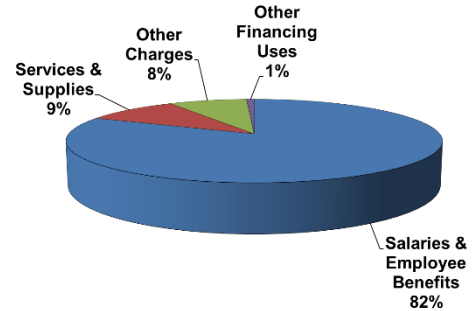
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
INTERGOVERNMENTAL REV STATE	469,405	550,000	550,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>469,405</b>	<b>550,000</b>	<b>550,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	726,472	928,210	1,036,569	108,359	11.7%
SERVICES AND SUPPLIES	93,930	107,298	121,743	14,445	13.5%
OTHER CHARGES	80,233	96,215	100,204	3,989	4.1%
OTHER FINANCING USES	6,409	8,838	9,864	1,026	11.6%
INTRA-FUND TRANSFERS	23,724	0	1,000	1,000	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>930,769</b>	<b>1,140,561</b>	<b>1,269,380</b>	<b>128,819</b>	<b>11.3%</b>
<b>NET COUNTY COST</b>	<b>461,364</b>	<b>590,561</b>	<b>719,380</b>	<b>128,819</b>	<b>21.8%</b>

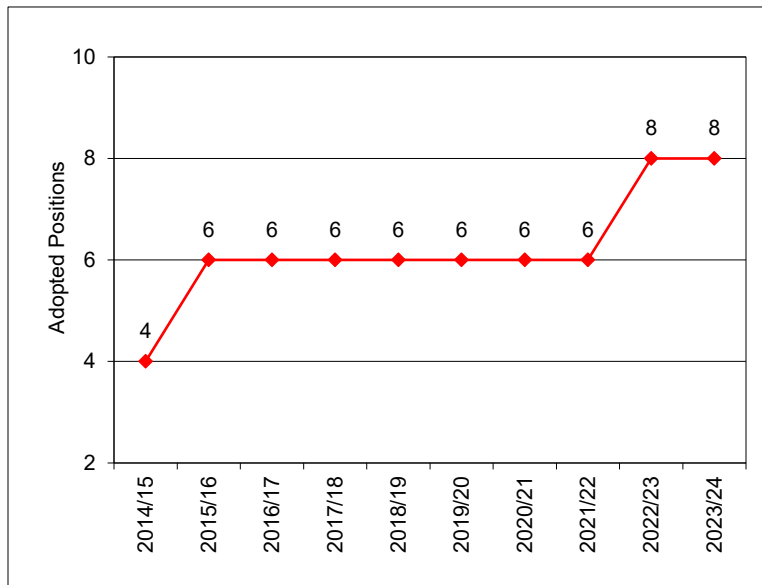
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

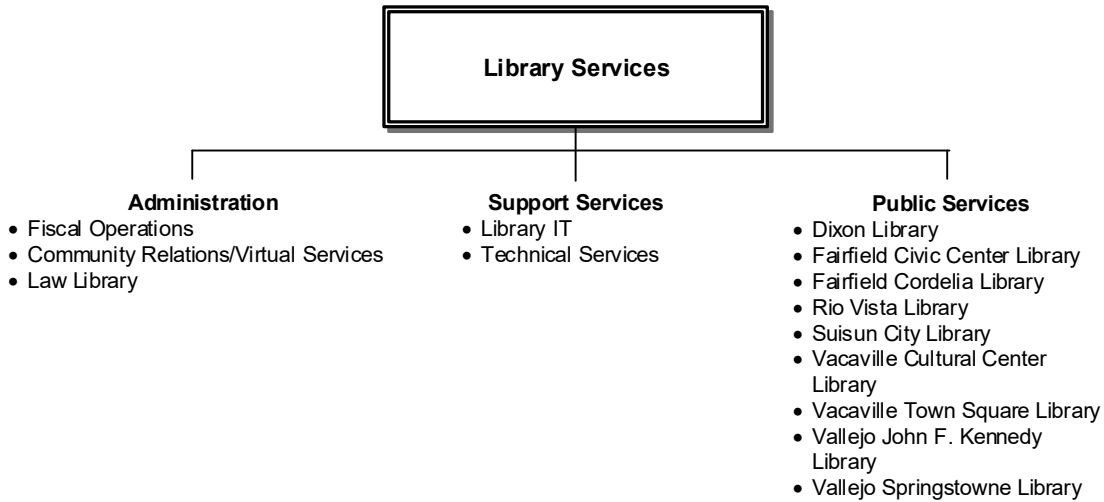
There are no changes in position allocation in the FY2023/24 Recommended Budget.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

The Solano County Library was established by the Board of Supervisors on April 6, 1914, under the County Free Library Law that was passed by the State legislature in 1909. Today, county libraries come under Education Code Title 1, Division 1, Part 11, Chapter 6, Articles 1-3, sections 19100-19180, which states, in part, that the Board of Supervisors may establish and maintain a County Free Library. There is no specific mandate related to the establishment of a County Free Library nor is a specific level of service required.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	\$34,649,213
FY2023/24 Recommended:	\$32,770,222
County General Fund Contribution:	\$361,650
Percent County General Fund Supported:	1.1%
Total Employees (FTEs):	128.925

**FUNCTION AND RESPONSIBILITIES**

The Solano County Library provides a full complement of hours, services, and programs at nine branches in the cities of Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo. In addition, the Library offers a virtual branch with online services available 24-hours a day, seven-days a week. The department also operates the County Law Library. The Library provides free use of books, magazines, newspapers, compact discs, DVDs, electronic books, government documents, and online databases and resources; staff to assist library customers looking for information and to answer their questions; staff who develop and present reading programs for children, conduct class visits and instructional tours, and offer special informational programs for all age groups; literacy tutoring for adults and families with limited reading skills and for English-as-a-Second Language (ESL) learners; a pediatric literacy program, Reach Out and Read; access to an online catalog, information and research assistance as well as tutoring services for students and lifelong learners; access to computers for personal computing needs as well as technology assistance in the Library’s branches; and partnerships with other government agencies and community groups that directly benefit customers including Solano County Equity Collaborative, First 5 Solano, Solano County Office of Education, Yocha Dehe Wintun Nation, Touro University, UC Cooperative Extension, Solano Land Trust, AARP Foundation, League of Women Voters of Solano County, Catalyst Kids, Fairfield-Suisun Unified School District, Rio Vista CARE, Solano County Library Foundation, Friends of the Libraries, Solano County Health and Social Services’ Divisions, Food Bank of Contra Costa and Solano, Dixon Family Services, Greater Vallejo Recreation District, and Vacaville Homelessness Roundtable. The Library staff takes great care to provide expanded hours and services. The value and services provided by the Library has had broad voter support as evidenced by approval of the passage of two sales tax measures dedicated to Library services.

Suzanne Olawski, Director of Library Services  
Library Services

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### SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

#### Challenges:

- The department continues to explore additional funding sources to address increasing expenditures. The department will pursue grant opportunities and work with its Foundation and Friends groups to help support ongoing library and literacy programming.
- The department continues to explore different service delivery models to keep up with technology changes and to address the needs of the various age groups that the Library serves. There is an increased expectation from the community for access to smart technology.
- The department continues to address maintenance issues at the nine branch libraries, such as aging equipment, water intrusion problems, energy efficiencies, and lighting. The department will coordinate with other government agencies and owning jurisdictions to address facility maintenance and infrastructure needs.

#### Accomplishments:

- Completed the migration to a new Integrated Library System which is the customer database and catalog of materials; the system improves user experiences with search results and account management.
- Partnered with the California State Library and the California State Department of Parks and Recreation to offer 300 free day-use passes allowing entry to over 200 participating State parks.
- Partnered with the California State Library to offer an additional online tutoring and homework help resource, whereby every California student, with or without a library card, has access to 24/7 online tutoring in core K-12 subjects with tutors fluent in Spanish, Mandarin, Cantonese, Vietnamese, and Tagalog.
- Received a grant from the Bay Area Air Quality Management District as part of their *Clean Air Centers* program. Funds were used to purchase portable air cleaners and supplies for all Solano County Library branches so they may serve as clean air centers during hazardous air events.
- Expanded the digital collection to include enhanced access to the New York Times by offering the cooking, games and sports modules and ABC Mouse, an educational app for children that provides interactive games, puzzles, eBooks, and other learning activities.
- The department partnered with Solano County Health and Social Services Department's Public Health - Nutrition Services Bureau: Women, Infant, and Children Supplemental Nutrition Program (WIC) to assist with the WIC Program's early learning initiative by providing book bundles to eligible clients, offering enrollment in an early literacy program, and offering library cards.
- Completed the expansion of its Wi-Fi upgrade project where users can access fast and seamless Wi-Fi in the library parking lot and throughout library branches.

### WORKLOAD INDICATORS

During the period of July 1, 2021 – June 30, 2022:

- 1,502,480 library materials borrowed from the Library.
- 552,804 in-person visits received by library branches.
- 62,040 reference questions answered.
- 1,723,230 views of the library webpage at [www.solanolibrary.com](http://www.solanolibrary.com).
- 8,800 Facebook followers; 2,926 Twitter followers; 2,866 Instagram followers; and 7,170 Tik Tok followers achieved.
- 10,570 hours of time donated by volunteers.
- 7,115 hours of adult literacy tutoring provided.
- 107,397 Wi-Fi sessions used.



**Functional Area Summary**

**6300 – Fund 004-Library**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

- 58,508 people attended 1,899 library events and programs.
- 354,143 digital downloads of e-books, music, and movies completed.
- 4,848 Wi-Fi hotspots checked out.
- 85,421 library computer sessions used.
- 17,423 books added to pediatric clinics.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LIBRARY ADMINISTRATION	26,326,286	26,327,399	28,336,433	2,009,034	7.6%
PUBLIC SERVICES	202,931	158,669	230,829	72,160	45.5%
SUPPORT SERVICES	151,475	1,123,656	1,061,742	(61,914)	(5.5%)
<b>TOTAL REVENUES</b>	<b>26,680,692</b>	<b>27,609,724</b>	<b>29,629,004</b>	<b>2,019,280</b>	<b>7.3%</b>
<b>APPROPRIATIONS</b>					
LIBRARY ADMINISTRATION	4,455,681	7,549,187	7,042,216	(506,971)	(6.7%)
PUBLIC SERVICES	12,081,856	14,133,365	18,902,194	4,768,829	33.7%
SUPPORT SERVICES	6,649,444	7,825,574	6,825,812	(999,762)	(12.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>23,186,981</b>	<b>29,508,126</b>	<b>32,770,222</b>	<b>3,262,096</b>	<b>11.1%</b>
<b>CHANGE IN FUND BALANCE</b>					
LIBRARY ADMINISTRATION	(21,870,604)	(18,778,212)	(21,294,217)	(2,516,005)	13.4%
PUBLIC SERVICES	11,878,925	13,974,696	18,671,365	4,696,669	33.6%
SUPPORT SERVICES	6,497,969	6,701,918	5,764,070	(937,848)	(14.0%)
<b>CHANGE IN FUND BALANCE</b>	<b>(3,493,710)</b>	<b>1,898,402</b>	<b>3,141,218</b>	<b>1,242,816</b>	<b>65.5%</b>

<b>STAFFING</b>					
LIBRARY ADMINISTRATION	22.80	13.40	12.00	(1.4)	(10.4%)
PUBLIC SERVICES	88.43	97.83	97.93	0.1	0.1%
SUPPORT SERVICES	18.00	18.00	19.00	1.0	5.6%
<b>TOTAL STAFFING</b>	<b>129.23</b>	<b>129.23</b>	<b>128.93</b>	<b>(0.3)</b>	<b>(0.2%)</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,019,280 or 7.3% in revenues and an increase of \$3,262,096 or 11.1% in appropriations when compared to the FY2022/23 Adopted Budget. As a result, the use of fund balance increased by \$1,242,816 or 65.5%.

Primary Funding Sources

The primary funding sources for the department are property taxes and a 1/8 cent voter approved sales tax dedicated to library services, which are directly tied to the economy. These revenue streams have stabilized and show a slight increase after many years of decline; however, these funding sources have been impacted by the COVID-19 pandemic and rising inflation factors. The extent of the impact is ongoing and may require budget revisions in FY2023/24. The department continues to explore additional ways to minimize costs by streamlining services and programs while striving to maintain its level of services.

**Suzanne Olawski, Director of Library Services  
Library Services**

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The Recommended Budget includes a \$2,019,280 or 7.3% increase in revenues primarily due to the following:

- Property and sales tax revenues reflect an increase of \$1,418,143.
- Revenue from Use of Money/Property reflects an increase of \$202,909 due to an increase in interest income resulting from higher interest rates benefitting the County's investment pool.
- Charges for Services reflect an increase of \$180,560 primarily due to an increase in revenue for library services provided to the Vacaville Library District, Dixon Public Library and Law Library.
- Other Financing Sources reflect an increase of \$205,226 primarily due to an increase in property tax revenue Transfers-In from the four Library Zones.
- The General Fund Contribution to the Library of \$361,650 reflects an increase of \$28,999 due to an increase in salary and benefits for the Director of Library Services position.

**Primary Costs**

The Recommended Budget of \$32,770,222 includes a \$3,262,096 or 11.1% increase in appropriations primarily due to the following:

- Salaries and Employee Benefits reflect an increase of \$1,105,116 primarily due to negotiated and approved labor contracts, slightly offset by a decrease in extra help costs.
- Services and Supplies reflect an increase of \$1,175,525 primarily due to increases in insurance costs, consulting services and building improvements for the lighting retrofit project at Cordelia library, eBook license renewals, materials cost increases, and increased utility costs. Increases are offset by decreases in Other Professional Services for signage upgrades and Software Maintenance and Support due to the completion of the integrated library system (ILS) migration.
- Other Charges reflect an increase of \$440,511 primarily due to an increase in Countywide Administrative Overhead costs.
- Fixed Assets reflect an increase of \$583,108 primarily due to facility improvement projects for Fairfield Civic Center Library planned for FY2023/24.

**Contracts**

The FY2023/24 Recommended Budget includes the following significant contracts:

- \$269,748 for custodial services at eight library branches located in non-county owned buildings.
- \$259,284 for inter-library borrowing and distribution of materials through Link+ and membership of a library consortium.
- \$250,000 for consulting services to evaluate library facilities and designs to carry out facility master plan recommendations.
- \$200,000 for continuation of library signage upgrade project.
- \$100,723 for maintenance of the integrated library system.
- \$100,000 for strategic planning.
- \$100,000 for lighting retrofit project at the Fairfield Cordelia Library.
- \$75,000 for an organizational study.

**Fixed Assets**

The FY2023/24 Recommended Budget includes the following fixed assets:

- \$1,000,000 re-budget for the continuation of space reconfiguration for an adult literacy program at the Fairfield Civic Center Library.
- \$1,000,000 associated with chiller repair work at the Fairfield Civic Center Library.
- \$835,000 associated with the roof replacement at the Fairfield Civic Center Library.

- \$500,000 to re-budget for the workstation reconfiguration for Library’s administrative office located on the second floor at the Fairfield Civic Center Library.
- \$428,000 associated with the parking lot and sidewalk ADA improvements at the Fairfield Civic Center Library.
- \$145,428 to replace 25 self-checkout stations at all library branches.
- \$100,000 associated with carpet replacement at the Fairfield Civic Center Library.
- \$25,000 associated with teleconferencing equipment for the Fairfield Civic Center Library meeting room upgrade.

Reserves/Contingency

The FY2023/24 Recommended Budget includes a \$1,000,000 appropriation to the Library’s Reserve budget (Fund 004 – BU9104), and an equipment contingency for SPLASH of \$168,195 (Fund 004-9304) for upgrades to the Library’s ILS system.

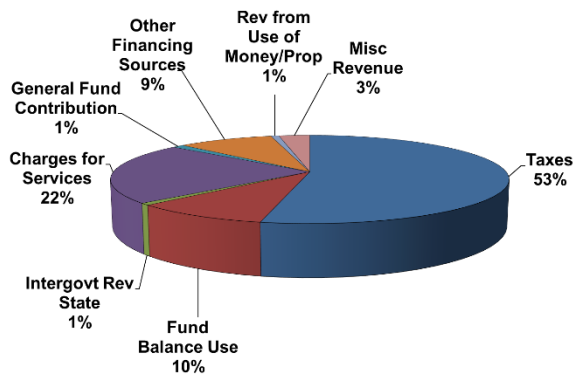
See related Budget Unit 9304 – Fund 004 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

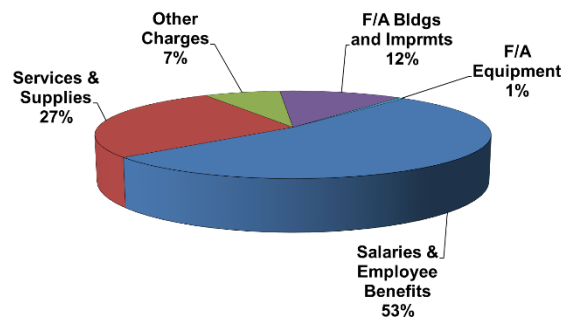
The department is in the process of finalizing a new five-year strategic plan and anticipates further restructuring of its organization, functions, and program service delivery models in the context of new strategic initiatives. The department is also in the process of updating its information technology infrastructure and replacing end of life hardware which will streamline services and increase network speed. The department expects to complete the exterior signage at its facilities to reflect its new brand standards.

The Recommended Budget includes 128.925 FTEs, still below the staffing level of 142.1 FTEs in FY2009/10. The department will continue to review staffing levels, delivery of library services, and ways to streamline or automate further.

**SOURCE OF FUNDS**



**USE OF FUNDS**



Suzanne Olawski, Director of Library Services  
 Library Services

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	17,098,616	16,017,897	17,436,040	1,418,143	8.9%
REVENUE FROM USE OF MONEY/PROP	94,422	49,306	252,215	202,909	411.5%
INTERGOVERNMENTAL REV STATE	208,084	190,576	235,933	45,357	23.8%
INTERGOVERNMENTAL REV FEDERAL	271	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	217,571	162,816	100,902	(61,914)	(38.0%)
CHARGES FOR SERVICES	6,021,817	7,114,453	7,295,013	180,560	2.5%
MISC REVENUE	1,408	960,840	960,840	0	0.0%
OTHER FINANCING SOURCES	2,733,994	2,781,185	2,986,411	205,226	7.4%
GENERAL FUND CONTRIBUTION	304,509	332,651	361,650	28,999	8.7%
<b>TOTAL REVENUES</b>	<b>26,680,692</b>	<b>27,609,724</b>	<b>29,629,004</b>	<b>2,019,280</b>	<b>7.3%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	14,034,723	16,171,173	17,276,289	1,105,116	6.8%
SERVICES AND SUPPLIES	5,925,625	7,734,838	8,910,363	1,175,525	15.2%
OTHER CHARGES	1,794,357	1,950,352	2,390,863	440,511	22.6%
F/A BLDGS AND IMPRMTS	1,015,810	2,180,320	3,863,000	1,682,680	77.2%
F/A EQUIPMENT	287,817	1,270,000	170,428	(1,099,572)	(86.6%)
OTHER FINANCING USES	128,650	201,443	159,279	(42,164)	(20.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>23,186,982</b>	<b>29,508,126</b>	<b>32,770,222</b>	<b>3,262,096</b>	<b>11.1%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(3,493,710)</b>	<b>1,898,402</b>	<b>3,141,218</b>	<b>1,242,816</b>	<b>65.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the department’s position allocations since the adoption of the FY2022/23 Budget are provided below:

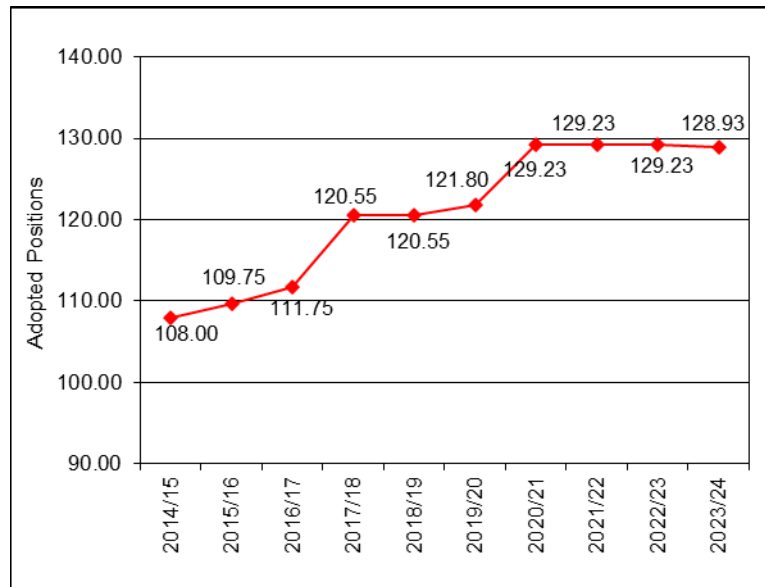
On March 7, 2023, as part of the Midyear Financial Report, the following position allocation changes were approved:

- Deleted 0.50 FTE Library Assistant.
- Deleted two 0.125 FTE Library Assistant.

The FY2023/24 Recommended Budget includes the following position changes:

- Add 1.0 FTE Librarian in the technical services division to specialize in original and copy cataloging.
- Delete 1.0 FTE Library Assistant.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The department continues to address its structural operating deficit. With increases in personnel costs, library materials costs, supply and labor costs, and network upgrades, the department will need to make ongoing adjustments to balance its budget and address this structural deficit. The department continues to rely on fund balance and one-time revenues to balance its annual budget.

The department is updating its information technology network, replacing firewalls, switches, and routers; upgrading VPN capabilities, and implementing new security features, which will streamline services, increase network speed, and provide the library with a stable, secure, efficient network based upon library infrastructure best practices. The department will continue to implement its new branding by updating exterior signage at all the branch libraries for improved site visibility and brand recognition.

**6300 – Fund 004-Library**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
6150 LIBRARY ZONE 1	2,192,750	2,120,149	2,357,695	237,546	11.2%
6180 LIBRARY ZONE 2	48,540	47,989	52,712	4,723	9.8%
6166 LIBRARY ZONE 6	22,944	22,585	24,291	1,706	7.6%
6167 LIBRARY ZONE 7	561,080	550,364	597,175	46,811	8.5%
2280 LIBRARY - FRIENDS & FOUNDATION	78,620	85,450	87,030	1,580	1.8%
<b>APPROPRIATIONS</b>					
6150 LIBRARY ZONE 1	2,117,067	2,180,679	2,357,695	177,016	8.1%
6180 LIBRARY ZONE 2	50,119	50,411	52,712	2,301	4.6%
6166 LIBRARY ZONE 6	25,250	22,983	24,291	1,308	5.7%
6167 LIBRARY ZONE 7	572,407	564,328	597,175	32,847	5.8%
2280 LIBRARY - FRIENDS & FOUNDATION	136,065	194,265	144,265	(50,000)	(25.7%)
<b>NET CHANGE</b>					
6150 LIBRARY ZONE 1	(75,683)	60,530	0	(60,530)	(100.0%)
6180 LIBRARY ZONE 2	1,579	2,422	0	(2,422)	(100.0%)
6166 LIBRARY ZONE 6	2,306	398	0	(398)	(100.0%)
6167 LIBRARY ZONE 7	11,327	13,964	0	(13,964)	(100.0%)
2280 LIBRARY - FRIENDS & FOUNDATION	57,445	108,815	57,235	(51,580)	(47.4%)

A summary of the budgets administered by the Library is provided on the following pages.

**Summary of Other Administered Budgets**

**6150 – Fund 036-Library Zone 1**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Solano County Library – Fairfield Civic Center Library services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$237,546 or 11.2% in revenues and an increase of \$177,016 or 8.1% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The primary funding source for this department is property tax revenues. The FY2023/24 Recommended Budget includes \$2,357,695 in revenue, which reflects an increase of \$237,546 or 11.2%.

Primary Costs

The FY2023/24 Recommended Budget includes \$2,357,695 in revenue and includes an increase of \$177,016 or 8.1% in appropriations. The increase is primarily due to an increase in the Operating Transfers-Out to the County Library’s Fund 004. If there is any available fund balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	2,150,354	2,104,735	2,333,616	228,881	10.9%
REVENUE FROM USE OF MONEY/PROP	3,572	1,500	10,430	8,930	595.3%
INTERGOVERNMENTAL REV STATE	14,338	13,914	13,649	(265)	(1.9%)
INTERGOVERNMENTAL REV FEDERAL	60	0	0	0	0.0%
INTERGOVERNMENTAL REV OTHER	24,426	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,192,750</b>	<b>2,120,149</b>	<b>2,357,695</b>	<b>237,546</b>	<b>11.2%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	18,158	17,640	22,000	4,360	24.7%
OTHER CHARGES	2,762	3,868	4,769	901	23.3%
OTHER FINANCING USES	2,096,147	2,159,171	2,330,926	171,755	8.0%
<b>TOTAL APPROPRIATIONS</b>	<b>2,117,067</b>	<b>2,180,679</b>	<b>2,357,695</b>	<b>177,016</b>	<b>8.1%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(75,683)</b>	<b>60,530</b>	<b>0</b>	<b>(60,530)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Rio Vista Library’s services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$4,723 or 9.8% in revenues and an increase of \$2,301 or 4.6% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The primary funding source for this department is property tax revenue. The FY2023/24 Recommended Budget includes \$52,712 in revenue.

Primary Costs

The FY2023/24 Recommended Budget of \$52,712 includes a net increase of \$2,301 or 4.6% in appropriations. The increase is primarily due to an increase in the Operating Transfers-Out to the County Library’s Fund 004. If there is any available fund balance at year end, it will be applied as an Operating Transfers-Out to the Library Fund (Fund 004).

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	48,179	47,682	52,328	4,646	9.7%
REVENUE FROM USE OF MONEY/PROP	59	15	96	81	540.0%
INTERGOVERNMENTAL REV STATE	301	292	288	(4)	(1.4%)
INTERGOVERNMENTAL REV FEDERAL	1	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>48,540</b>	<b>47,989</b>	<b>52,712</b>	<b>4,723</b>	<b>9.8%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	654	650	800	150	23.1%
OTHER CHARGES	335	2,183	2,408	225	10.3%
OTHER FINANCING USES	49,130	47,578	49,504	1,926	4.0%
<b>TOTAL APPROPRIATIONS</b>	<b>50,119</b>	<b>50,411</b>	<b>52,712</b>	<b>2,301</b>	<b>4.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,579</b>	<b>2,422</b>	<b>0</b>	<b>(2,422)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Vallejo John F. Kennedy Library services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,706 or 7.6% in revenues and an increase of \$1,308 or 5.7% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The primary funding source for the department is property tax revenues. The FY2023/24 Recommended Budget includes \$24,291 in revenue.

Primary Costs

The FY2023/24 Recommended Budget of \$24,291 includes a net increase of \$1,308 or 5.7% in appropriations. The increase is primarily due to an increase 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 (Fund 004).

Fixed Assets

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
TAXES	22,773	22,440	24,116	1,676	7.5%
REVENUE FROM USE OF MONEY/PROP	32	10	45	35	350.0%
INTERGOVERNMENTAL REV STATE	139	135	130	(5)	(3.7%)
INTERGOVERNMENTAL REV FEDERAL	1	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>22,944</b>	<b>22,585</b>	<b>24,291</b>	<b>1,706</b>	<b>7.6%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	331	330	400	70	21.2%
OTHER CHARGES	223	268	516	248	92.5%
OTHER FINANCING USES	24,696	22,385	23,375	990	4.4%
<b>TOTAL APPROPRIATIONS</b>	<b>25,250</b>	<b>22,983</b>	<b>24,291</b>	<b>1,308</b>	<b>5.7%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>2,306</b>	<b>398</b>	<b>0</b>	<b>(398)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Vallejo Springstowne Library services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$46,811 or 8.5% in revenues and an increase of \$32,847 or 5.8% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The primary funding source for the department is property tax revenues. The FY2023/24 Recommended Budget includes \$597,175 in revenue.

Primary Costs

The FY2023/24 Recommended Budget of \$597,175 includes a net increase of \$32,847 or 5.8% in appropriations. The increase is primarily due to an increase in the Operating Transfers-Out to the County Library’s Fund 004. If there is any available fund balance at year end, it will be applied as an Operating Transfers-Out to the Library-Fund 004.

Fixed Assets

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAXES	556,747	546,632	592,593	45,961	8.4%
REVENUE FROM USE OF MONEY/PROP	628	150	1,105	955	636.7%
INTERGOVERNMENTAL REV STATE	3,690	3,582	3,477	(105)	(2.9%)
INTERGOVERNMENTAL REV FEDERAL	15	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>561,080</b>	<b>550,364</b>	<b>597,175</b>	<b>46,811</b>	<b>8.5%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	7,735	7,480	9,000	1,520	20.3%
OTHER CHARGES	651	4,797	5,569	772	16.1%
OTHER FINANCING USES	564,021	552,051	582,606	30,555	5.5%
<b>TOTAL APPROPRIATIONS</b>	<b>572,407</b>	<b>564,328</b>	<b>597,175</b>	<b>32,847</b>	<b>5.8%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>11,327</b>	<b>13,964</b>	<b>0</b>	<b>(13,964)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue that is donated to the Library from five different Friends of the Library Groups and the Solano County Library Foundation. The money is used to enhance programs for all age groups, particularly children, as well as to support literacy services. Programs include the Reach Out and Read component of the Literacy Program, annual reading programs, Adult Literacy, National Library Week, and Volunteer appreciation celebrations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,580 or 1.8% in revenues and a decrease of \$50,000 or 25.7% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Sources

The primary funding source for this department is donations and contributions from five different Friends of the Library Groups and the Solano County Library Foundation. The Recommended Budget includes \$87,030 in revenue.

Primary Costs

The Recommended Budget of \$144,265 reflects a decrease of \$50,000 or 25.7% in appropriations.

Fixed Assets

None.

See related Budget Unit 9228 - Fund 228 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	595	450	2,030	1,580	351.1%
INTERGOVERNMENTAL REV STATE	20,850	0	0	0	0.0%
MISC REVENUE	57,175	85,000	85,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>78,620</b>	<b>85,450</b>	<b>87,030</b>	<b>1,580</b>	<b>1.8%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	102,795	194,265	144,265	(50,000)	(25.7%)
F/A EQUIPMENT	33,271	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>136,065</b>	<b>194,265</b>	<b>144,265</b>	<b>(50,000)</b>	<b>(25.7%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>57,445</b>	<b>108,815</b>	<b>57,235</b>	<b>(51,580)</b>	<b>(47.4%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**UC Cooperative Extension**

- Master Gardener Program
- 4-H Youth Development Program
- Nutrition, Family and Consumer Science
  - Master Food Preserver Program
- Agriculture Research & Extension
  - Delta Crops
  - Forage Crops
  - Livestock
  - Orchard
  - Organic Crops
  - Pest Management
  - Small Farms
  - Small Grains
  - Vegetable Crops
- Natural Resource Management

**DEPARTMENTAL PURPOSE**

The University of California Cooperative Extension (UCCE) Department in Solano County was established in 1915 by a cooperative agreement between the department of Agriculture (USDA), the University of California (UC) and the County of Solano. The department is the primary point of 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:**

FY2022/23 Midyear Projection:	317,487
FY2023/24 Recommended:	356,567
County General Fund Contribution:	356,567
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 agricultural, food systems, natural resource and pest management programs, 4-H youth development, Master Gardener, and the Master Food Preserver programs 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:

- Though reduced from 2021, the impacts of the COVID-19 pandemic continued to be felt within UCCE Programs in Solano County due to a sporadic return to in-person activities, limited volunteer participation in some programs and challenges filling open positions.
- Due to staffing transitions and enrollment impacts from COVID-19, the 4-H Military Club program was not conducted in FY2022/23; however, new staff, with support of a new 4-H Regional Coordinator, are working to reinvigorate this program for the coming year. Similarly, the 4-H team in Solano is also working to put in place the resources to re-engage with afterschool STEM (Science, Technology, Engineering, and Math) programming as an extended learning component of 4-H.

**Accomplishments:**

- State funding for the UC Division of Agriculture and Natural Resources (ANR) was significantly bolstered in July 2021, increasing funding levels by nearly 50%, or \$34 million. This funding was renewed in July 2022 with a 5% increase and is already being put to work in support of 100 new advisor positions, much needed support staff and resources, and deferred facility maintenance, all of which stand to positively impact program delivery. Solano County benefited from the addition of 4 new advisors during FY2022/23 and one new 4-H supervisor. Hiring for a 5<sup>th</sup> advisor position is currently under way. New advisors covering Solano County focus on the following program areas: Human Wildlife Interactions, Regional Food Systems, Environmental Horticulture and Vegetable Crops. These advisors were onboarded and began the process of stakeholder needs assessments and program development during FY2022/23.
- A UCCE Livestock & Natural Resource advisor collaborated with the Solano County Department of Agriculture and other departments in the development of a recently announced Ag Pass Program designed to grant agricultural operators conditional access to evacuated areas during emergency situations to perform critical tasks.
- The work of UCCE Ag advisors related to rangeland productivity in FY2022/23 was ongoing and included continued investigation of strategic perennial grass seeding practices on working rangelands to improve ecosystem services, provision of high-quality forage, increased plant biodiversity, improved water infiltration, resistance to weed invasion and improved wildlife habitat. Investigating the use of satellite imagery to estimate rangeland forage production associated with emergency declarations during drought events also continued.
- The UC Climate Smart Agriculture Program provided technical assistance to walnut, almond, and processing tomato producers in Solano County to support implementation of compost, cover crops, hedgerows, and irrigation efficiency projects on-farm. This work included collaboration with the Dixon Resource Conservation District, Solano County Farm Bureau and other local organizations to coordinate climate-related adaptation activities for growers across the Sacramento Valley as part of a Technical Assistance Provider Hub.
- UCCE Ag advisors also engaged in research supporting adaptation and resilience to climate change. This work included ongoing research on adding compost to alfalfa fields to assess soil health benefits through increased microbial activity, as well as carbon sequestration potential and yield increases. Research assessing the potential benefits and risks of biosolids in small grain farming systems also continued during FY2022/23.
- Research by UCCE Ag advisors related to pest management strategies in both crop and rangeland systems was ongoing. This included assessment of the potential for native flowering hedgerows to increase natural enemy and bee activity on farms, resulting in better pollination, improved pest control and reduced pesticide use. Research continued with regard to managing broomrape in tomato plants and use of spray drone technology for applying pesticides.
- A UCCE Urban Integrated Pest Management advisor collaborated with the City of Vacaville to provide education to the City's structural pest control contractors to comply with local water quality ordinances as well as coordinate with the County Department of Agriculture and provided educational resources to urban audiences regarding invasive pests such as the Glassy-winged sharpshooter.
- The Solano Master Gardener (MG) program provides science-based information and advice on home gardening and landscape practices. It anticipates graduating 11 new certified volunteers in 2023 and training classes have returned to in-person. Solano MGs hosted 16 trainings jointly with the Yolo MGs during FY2022/23 serving approximately 25 attendees per training.
- The Peña Adobe Garden Master Gardeners in Solano joined with the Peña Adobe Historical Society, the City of Vacaville, and the CA Native Plant Society to revamp the Peña Adobe garden which hosted over 500 visitors between August 2022 and April 2023.
- The Master Food Preserver (MFP) program conducted 28 in-person trainings or events on a range of food preservation related topics and provided over 700 individuals with research-based information on safe home food preservation.
- 28 4-H youth participated in the annual Presentation Day/Fashion revue and all qualified for Regional Presentation Day.

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**WORKLOAD INDICATORS**

- Solano County 4-H certified 55 returning Adult Volunteer leaders and 11 new Adult Volunteer Leaders.
- Solano County 4-H included 8 community clubs in FY2022/23 and served 208 youth with the help of 66 adult volunteers.
- Through March of FY2022/23, 147 Master Gardener volunteers contributed a total of 2,971 hours of service to their communities, at an in-kind value of \$105,648. This has provided Solano County residents with science-based information on soil health, integrated pest management, tree pruning, weed identification and control, irrigation, water-wise landscaping, and other horticultural practices.
- The Master Food Preserver program graduated 8 certified volunteers in August 2022 who completed their MFP training and anticipates 7 additional graduates for 2023.
- UCCE academic advisors collectively held 108 academic-led extension meetings reaching over 2292 participants and wrote 51 peer-reviewed journal and audience-requested publications.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$38,930 or 12.3% in appropriations when compared to the FY2022/23 Adopted Budget.

Primary Funding Source

The funding source for the service agreement with UC Cooperative Extension, Davis, is the County General Fund.

Primary Costs

The Recommended Budget includes a \$30,000 increase in other professional services and an increase of \$8,632 in Countywide Administrative Overhead charges.

Contracts

The Recommended Budget includes \$315,000 to the University of California for providing University of California Cooperative Extension (UCCE) programs to Solano County through June 30, 2024, and in-kind costs of \$41,317 for a facility in Fairfield to house program operations, custodial and grounds keeping services, telephone, and print services.

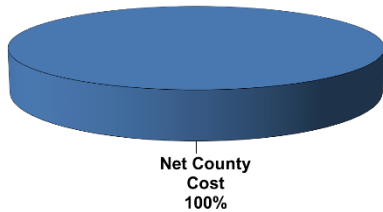
Fixed Assets

None.

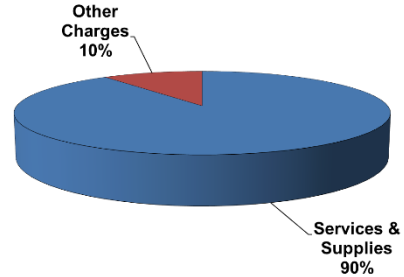
**DEPARTMENT COMMENTS**

On June 30, 2019, UC Cooperative Extension entered its second five-year Interlocal Agreement between the Regents of the UC, Sacramento County, Solano County and Yolo County that creates the UCCE Capitol Corridor Multi-County Partnership. This reorganization of UC Cooperative Extension offices was done to achieve efficiencies by consolidating administrative operations and sharing resources across county lines. UCCE continues to offer the same suite of programs to Solano County residents including agricultural advisors, 4-H, Master Gardener Program, and the Master Food Preserver Program. The recent increase in State funding has been leveraged to support new positions that will serve Solano County including a number of new Academic and Advisor positions. Five new positions have already been approved and hired and are currently developing new programs that will serve Solano County including: 1) Environmental Horticulture Advisor, housed in Sacramento County with service to Solano County; 2) Regional Food Systems Advisor, housed in Solano County; 3) Human-Wildlife Interaction Advisor, housed in Napa County with service to Solano County; 4) Vegetable Crops Advisor, housed in Yolo County with service to Solano County and 5) a Regional Coordinator to support and oversee local 4-H staff and programs. An additional Advisor position covering Urban Integrated Pest Management in Solano County has been approved and is in the hiring process.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	288,299	290,200	320,248	30,048	10.4%
OTHER CHARGES	39,966	27,437	36,069	8,632	31.5%
INTRA-FUND TRANSFERS	14	0	250	250	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>328,279</b>	<b>317,637</b>	<b>356,567</b>	<b>38,930</b>	<b>12.3%</b>
<b>NET COUNTY COST</b>	<b>328,279</b>	<b>317,637</b>	<b>356,567</b>	<b>38,930</b>	<b>12.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**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.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

State funding for the UC Division of Agriculture and Natural Resources (ANR) was increased by approximately 50% in July 2021 – a major increase that has facilitated much-needed growth and program support. As a result, ANR will now be able to fill many critical academic positions and provide additional staff support and facility updates across UC ANR. This funding was increased by 5% in 2022 and is expected to remain at this current funding level for the coming budget year.

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**9301 – Fund 001-Contingencies-General Fund**

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

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	14,000,000	14,000,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>14,000,000</b>	<b>14,000,000</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen emergencies that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$14,000,000, based on potential General Fund exposures in litigation, uncertainty in annual State and federal funding, and for potential revenue shortfalls in Health and Social Services (H&SS) and in public safety departments. In addition, the County remains exposed to COVID-19 impacts and potential costs for future disasters, as experienced in declared emergencies related to wildfires, floods, and earthquakes in recent years which have required reliance on contingencies. The FY2023/24 Recommended General Fund Budget totals \$378,475,487. The Recommended General Fund contingency of \$14,000,000 is equal to 3.8% of the Recommended General Fund Budget for FY2023/24.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

In considering the setting of contingency for FY2023/24, there are several uncertainties that may impact the County. Please refer to the Budget Summary Section of the FY2023/24 Recommended Budget for further details.

**9124 – Fund 296-Contingencies-Public Facilities Fee**

**Bill Emlen, County Administrator**

**Plant Acquisition**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	49,580,256	54,800,977	5,220,721	10.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>49,580,256</b>	<b>54,800,977</b>	<b>5,220,721</b>	<b>10.5%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Public Facilities Fee Fund (BU 1760) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$54,800,977. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections and is restricted in its use.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9306 – Fund 006-Contingencies-Accumulated Capital Outlay (ACO)**

**Megan M. Greve, Director of General Services  
Plant Acquisition**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	1,762,792	6,046,224	4,283,432	243.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,762,792</b>	<b>6,046,224</b>	<b>4,283,432</b>	<b>243.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen Capital Projects Fund (BU 1700) needs. The funds are used to accommodate financing needs identified by the Department of General Services, and approved by the Board for capital projects, acquisition of real property, planning of capital improvements, construction of new facilities, facility renewal, and repairs to existing County facilities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$6,046,224. This amount reflects the estimated funding available for Fund 006 restricted purposes based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9402 – Fund 106-Contingencies-Public Arts Project**

**Megan M. Greve, Director of General Services**

**Promotion**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	4,379	0	(4,379)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>4,379</b>	<b>0</b>	<b>(4,379)</b>	<b>(100.0%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Public Art Operating Fund (BU 1630) to accommodate financing needs related to the 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 no contingency appropriation for FY2023/24. This amount reflects the estimated funding available for the Fund 106 restricted purposes based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9123 – Fund 281-Contingencies-Survey Monument Preservation**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other General**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	44,738	108,487	63,749	142.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>44,738</b>	<b>108,487</b>	<b>63,749</b>	<b>142.5%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Resource Management’s Survey Monument Preservation Fund (BU 1950) to accommodate any unforeseen financing needs related to Survey Monument Preservation that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$108,487. This amount reflects the estimated funding available for the Fund 281 restricted purposes based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9116 – Fund 233-Contingencies-DA Special Revenue**

**Krishna A. Abrams, District Attorney  
Judicial**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	1,709,083	984,681	(724,402)	(42.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,709,083</b>	<b>984,681</b>	<b>(724,402)</b>	<b>(42.4%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the District Attorney (DA) (BU 4100) to accommodate any financing needs that may arise in the DA's budget related to certain restricted funds as follows:

- Per California Business and Professions Code §17206 and §17500, court ordered fines and forfeitures accrue to this fund for the support of general investigation and all aspects involving the prosecution of consumer protection cases and is the primary revenue source for the District Attorney's Consumer Protection Unit (BU 6502).
- California Health and Safety Code §25192 provides that a percentage of fines levied against the commission of environmental offenses be provided to the prosecuting agency bringing the action. These funds provide the funding source in support of general investigation and all aspects involving the investigation and prosecution of environmental crimes that are normally prosecuted in the DA's Consumer Protection Unit.
- Use of the asset forfeiture funds is governed by the federal Department of Justice's Equitable Sharing Program, California Health and Safety Code §11489, and California Vehicle Code §14607.6.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$984,681. This amount reflects the estimated funding available in Fund 233 for restricted purposes outlined above based on the FY2022/23 Midyear Projections. The fund includes civil penalties related to consumer and environmental protection, and asset forfeiture.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9391 – Fund 901-Contingencies-California Med. Fac. (CMF) Cases**  
**Bill Emlen, County Administrator**  
**Judicial**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	194,602	157,049	(37,553)	(19.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>194,602</b>	<b>157,049</b>	<b>(37,553)</b>	<b>(19.3%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the California Medical Facility (CMF) Cases (BU 6800) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$157,049. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9117 – Fund 241-Contingencies-Civil Processing Fees**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	416,263	455,768	39,505	9.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>416,263</b>	<b>455,768</b>	<b>39,505</b>	<b>9.5%</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Sheriff Civil Processing Fees (BU 4110). Under authority of Government Code (GC) §26720 et seq., the Sheriff collects certain fees related to services provided through the department’s Civil Bureau. Revenues are driven by GC §26731 portion of Civil Fees collected and GC §26746 Debtor Processing Assessment Fee. GC §26731 states that \$18 of any fee collected by the Sheriff’s Civil Division is deposited into a special fund. Approximately 95% of revenue in this special fund supplements costs for the implementation, maintenance, and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings necessary for the Sheriff’s Civil Division. The remaining 5% of revenue in the special fund supplements expenses of the Sheriff’s Civil Division in administering the funds. GC §26746 states that a \$12 processing fee is assessed for certain specified disbursements. Funds collected and deposited pursuant to this section supplement the cost for civil process operations in BU 4110.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$455,768. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9118 – Fund 253-Contingencies-Sheriff Asset Seizure**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	130,139	191,634	61,495	47.3%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>130,139</b>	<b>191,634</b>	<b>61,495</b>	<b>47.3%</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Sheriff Asset Seizure (BU 4120). The Sheriff's Office, in its role as a law enforcement agency, arrests and assists other local law enforcement agencies with the arrests of suspected drug dealers. Health and Safety Code §11489 authorizes the distribution of net sale proceeds from the sale of forfeited property seized from illegal drug activity. The Sheriff's Office's portion of applicable sale proceeds is deposited in this Special Revenue Fund 253 and expended in BU 4120 to support Narcotics Enforcement Programs.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$191,634. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections. This amount reflects the unexpended net proceeds from the sale of forfeited property.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9256 – Fund 256-Contingencies-Office of Emergency Services**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	0	625,354	625,354	100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>625,354</b>	<b>625,354</b>	<b>100.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Sheriff Office of Emergency Services (OES) Fund 256. The funds are separated by funding purpose and can only be used specifically for the intent they were collected.

California Wildfire Mitigation

The California Wildfire Mitigation budget (BU 2532) is used to track legislative earmark dollars secured by California State Senator Dodd to improve countywide fire prevention and suppression efforts. The earmark funds received are jointly administered by the County Administrator’s Office and OES and expended in accordance with an agreed upon expenditure plan. The County received \$1.9 million in earmark funds.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$625,354. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections. This amount reflects the unexpended earmark funds collected in prior years.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9125 – Fund 326-Contingencies-Special Revenue Fund**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	594,220	582,349	(11,871)	(2.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>594,220</b>	<b>582,349</b>	<b>(11,871)</b>	<b>(2.0%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Sheriff Special Revenue Fund 326. The fund was established to enable accounting for Automated Fingerprint Fees, Cal-ID Auto Fingerprint Fees, and Vehicle Theft Allocation accrued from fines levied by the Courts and Department of Motor Vehicles. Each fee has its own restricted use. The Sheriff’s operating appropriations can be found in BU 4050.

Automated Fingerprint Fees

Under the authority of Government Code (GC) §76102 and California Vehicle Code (VC) §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 California Penal Code (PC) §11112.2 and GC §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 VC §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 \$582,349. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections. The reduction is the result of an anticipated decrease in vehicle registration fee collection when compared to last year’s budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9119 – Fund 263-Contingencies-CJ Facility Temp. Const. Fund**

**Megan M. Greve, Director of General Services**

**Justice**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	537,911	281,364	(256,547)	(47.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>537,911</b>	<b>281,364</b>	<b>(256,547)</b>	<b>(47.7%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Criminal Justice Facility Temporary Construction Fund (BU 4130) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$281,364. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections and transfers to the Accumulated Capital Outlay (ACO) Fund to fund capital and maintenance repairs for the County's Criminal Justice Facilities.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9120 – Fund 264-Contingencies-Courthouse Temp. Const. Fund**  
**Megan M. Greve, Director of General Services**  
**Justice**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	69,819	35,120	(34,699)	(49.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>69,819</b>	<b>35,120</b>	<b>(34,699)</b>	<b>(49.7%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Courthouse Temporary Construction Fund (BU 4140) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$35,120. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9151 – Fund 035-Contingencies-Juvenile Hall Recreation-Ward Welfare Fund**

**Christopher Hansen, Chief Probation Officer**

**Detention & Corrections**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	113,693	113,193	(500)	(0.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>113,693</b>	<b>113,193</b>	<b>(500)</b>	<b>(0.4%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit represents the contingency for the Probation Department (BU 8035). The source of revenue is from the telephone company that facilitates collections attributable to collect calls made by youth detained at the juvenile detention facilities. Pursuant to Welfare and Institutions Code §873, funds deposited are expected to be used for the benefit, education, and welfare of the youth detained at juvenile detention facilities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$113,193. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections. The Probation Department revised its contract with the telephone company providing collect call services to the youth detained at the juvenile detention facility, including the Challenge Academy, to reduce the number of transactions fees charged and eliminated commissions received by Probation for these services in order to encourage youth to contact their families. As such, no new revenue is being generated and appropriations in the Operating Budget (BU 8035) have been reduced in order to maximize the benefits provided with the remaining funds.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9115 – Fund 215-Contingencies-Recorder/Micrographic**

**Glenn Zook, Assessor/Recorder**

**Other Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	11,092,205	11,566,651	474,446	4.3%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>11,092,205</b>	<b>11,566,651</b>	<b>474,446</b>	<b>4.3%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Recorder/Micrographic Fund (BU 4000). The funds are separated by purpose and can only be used specifically for the intent they were collected: Micrographics \$3,051,003, Recorder’s System Modernization \$7,506,102, Social Security Number Truncation \$768,053, and Electronic Recording \$241,493. Collection of the Social Security Number Truncation fee was terminated; this represents the remaining balance.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$11,566,651. This amount reflects the estimated funding available for the Fund 215 restricted purposes based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9129 – Fund 120-Contingencies-Homeacres Loan Program**

**Terry Schmidtbauer, Director of Resource Management**

**Other Protection**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	1,950,754	1,799,693	(151,061)	(7.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,950,754</b>	<b>1,799,693</b>	<b>(151,061)</b>	<b>(7.7%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Homeacres Loan Program (BU 8220) to accommodate any financing or loans authorized that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$1,799,693. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections. There are no requests for new loans pending at this time. These funds will remain available until qualified loan applicants with completed loan applications are identified and approved.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9136 – Fund 151-Contingencies-Grants/Programs Administration**  
**Michele Harris, Executive Director – First 5 Solano**  
**Health & Public Assistance**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	782,816	951,304	168,488	21.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>782,816</b>	<b>951,304</b>	<b>168,488</b>	<b>21.5%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the First 5 Grants/Programs Administration Fund (BU 1570) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENT BUDGET SUMMARY**

The Recommended Budget includes a contingency appropriation of \$951,304. This amount reflects the estimated funding available based on FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9165 – Fund 105-Contingencies-HOME 2010 Program**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	175,670	180,069	4,399	2.5%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>175,670</b>	<b>180,069</b>	<b>4,399</b>	<b>2.5%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the housing rehabilitation program, 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 \$180,069. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9312 – Fund 012-Contingencies-Fish/Wildlife Propagation Program**  
**Terry Schmidtbauer, Director of Resource Management**  
**Other Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	29,148	26,941	(2,207)	(7.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>29,148</b>	<b>26,941</b>	<b>(2,207)</b>	<b>(7.6%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Fish/Wildlife Propagation Program Fund (BU 2950) to accommodate any financing needs that may arise during the fiscal year. The source of funding is fine revenues from the Department of Fish and Wildlife.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$26,941. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9122 – Fund 278-Contingencies-Public Works Improvements**  
**Terry Schmidbauer, Director of Resource Management**  
**Public Ways**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	1,905,920	2,492,031	586,111	30.8%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,905,920</b>	<b>2,492,031</b>	<b>586,111</b>	<b>30.8%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Public Works Improvements Fund (BU 3020) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$2,492,031. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9401 – Fund 101-Contingencies-Public Works**  
**Terry Schmidtbauer, Director of Resource Management**  
**Public Ways**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	7,492,302	6,528,196	(964,106)	(12.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>7,492,302</b>	<b>6,528,196</b>	<b>(964,106)</b>	<b>(12.9%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Public Works Fund (BU 3010) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$6,528,196. This amount reflects the estimated funding available based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9153 – Fund 153-Contingencies-First 5 Solano & Families Commission**

**Michele Harris, Executive Director  
Health & Public Assistance**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	3,430,383	524,420	(2,905,963)	(84.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>3,430,383</b>	<b>524,420</b>	<b>(2,905,963)</b>	<b>(84.7%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the First 5 Solano Children & Families Commission Fund (BU 1530) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$524,420. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9304 – Fund 004-Contingencies-Library**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	21,413,011	19,977,075	(1,435,936)	(6.7%)
SPLASH CONTINGENCIES	0	317,357	168,195	(149,162)	(47.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>21,730,368</b>	<b>20,145,270</b>	<b>(1,585,098)</b>	<b>(7.3%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Fund (BU 6300) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$20,145,270 which includes the Solano Partner Libraries and St. Helena (SPLASH) contingency of \$168,195. These contingency appropriations reflect the estimated funding available based on the FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9150 – Fund 036-Contingencies-Library Zone 1**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	586,848	779,826	192,978	32.9%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>586,848</b>	<b>779,826</b>	<b>192,978</b>	<b>32.9%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Zone 1 Fund (BU 6150) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$779,826. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9180 – Fund 037-Contingencies-Library Zone 2**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	866	4,622	3,756	433.7%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>866</b>	<b>4,622</b>	<b>3,756</b>	<b>433.7%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Zone 2 Fund (BU 6180) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$4,622. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9166 – Fund 066-Contingencies-Library Zone 6**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	1,003	2,296	1,293	128.9%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,003</b>	<b>2,296</b>	<b>1,293</b>	<b>128.9%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Zone 6 Fund (BU 6166) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$2,296. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9167 – Fund 067-Contingencies-Library Zone 7**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	24,251	59,823	35,572	146.7%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>24,251</b>	<b>59,823</b>	<b>35,572</b>	<b>146.7%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Zone 7 Fund (BU 6167) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$59,823. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9228 – Fund 228-Contingencies-Library Special Revenue**  
**Suzanne Olawski, Director of Library Services**  
**Library Services**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	0	52,551	73,660	21,109	40.2%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>52,551</b>	<b>73,660</b>	<b>21,109</b>	<b>40.2%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library Special Revenue Fund (BU 2280) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$73,660. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9316 – Fund 016-Contingencies-Parks & Recreation**  
**Terry Schmidtbauer, Director of Resource Management**  
**Recreation Facility**

MAJOR ACCOUNTS CLASSIFICATIONS	2021/22 ACTUALS	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
CONTINGENCIES	<u>0</u>	<u>689,975</u>	<u>724,194</u>	<u>34,219</u>	<u>5.0%</u>
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>689,975</b>	<b>724,194</b>	<b>34,219</b>	<b>5.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Parks and Recreation Fund (BU 7000) to accommodate any financing needs that may arise during the fiscal year. The source of funding is from Recreation Services revenues, comprised of user fees for use of parks.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$724,194. This amount reflects the estimated funding available based upon FY2022/23 Midyear Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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**DISTRICT PURPOSE**

The East Vallejo Fire Protection District (EVFPD) was established for the purpose of disbursing property tax revenues collected within the district’s jurisdiction to the City of Vallejo through a contract for fire protection services to its citizens.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	759,851
FY2023/24 Recommended:	801,550
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	0

**FUNCTION AND RESPONSIBILITIES**

The EVFPD’s jurisdiction is Southeast Vallejo, an unincorporated area of the county, surrounded by the City of Vallejo. This budget unit receives property taxes from this area for the payment of fire protection services. The Board of Supervisors serves as the district’s Board of Directors and the district is administered through the County Administrator’s Office.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

None.

**WORKLOAD INDICATORS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$78,249 or 10.8% in revenues and an increase of \$76,496 or 10.6% in appropriations when compared to the FY2022/23 Adopted Budget.

The increase in revenues is the result of an increase in tax revenue projected for FY2023/24. Contracted services with the City of Vallejo Fire Department are budgeted at \$787,175 and is based on available funding, less administrative support costs. If there is any available fund balance at the FY2022/23 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.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

On June 23, 2020 the district’s Board approved the adoption of user fees for the district based on the City of Vallejo’s Fire Department’s existing fee schedule and request. district fees will be charged on development, including plan review and inspection services, fire safety inspections, etc. Fee revenue will offset the direct cost of the services provided by the City. User fees are reflected in Miscellaneous Revenues.

**9814 – Fund 134-East Vallejo Fire Protection District**  
**Bill Emlen, County Administrator**  
**Fire Protection**

**Functional Area Summary**

<b>SUMMARY BY SOURCE</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>134 - EAST VJO FIRE DISTRICT</b>					
<b>REVENUES</b>					
TAXES	691,581	717,252	787,500	70,248	9.8%
REVENUE FROM USE OF MONEY/PROP	594	200	1,300	1,100	550.0%
INTERGOVERNMENTAL REV STATE	4,299	4,231	4,231	0	0.0%
INTERGOVERNMENTAL REV FEDERAL	18	18	18	0	0.0%
MISC REVENUE	957	1,600	8,501	6,901	431.3%
<b>TOTAL REVENUES</b>	<b>697,448</b>	<b>723,301</b>	<b>801,550</b>	<b>78,249</b>	<b>10.8%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	694,050	723,304	799,675	76,371	10.6%
OTHER CHARGES	1,645	1,750	1,875	125	7.1%
<b>TOTAL APPROPRIATIONS</b>	<b>695,695</b>	<b>725,054</b>	<b>801,550</b>	<b>76,496</b>	<b>10.6%</b>

**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.

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	139,371
FY2023/24 Recommended:	211,534
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

**FUNCTION AND RESPONSIBILITIES**

The Consolidated County Service Area (CCSA) provides street lighting in the unincorporated areas of Solano County. This budget funds maintenance of 590 existing streetlights, including 179 streetlights in Home Acres. Maintenance costs for these streetlights include electricity, repair, and installation of new streetlights. This budget is entirely funded through property taxes.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The department continued its effort to identify and obtain GPS coordinates of all streetlights observed in the County right-of-way. This effort will allow for digital mapping that will enhance locations of specific streetlights for maintenance in the future. Completion of this work is targeted in FY2023/24.
- The County converted all remaining 99 High Pressure Sodium Vapor (HPSV) streetlights to LED lighting as part of a county-wide energy conservation project.

**WORKLOAD INDICATORS**

Operated and maintained 590 streetlights, of which all are now LED.

**DEPARTMENTAL BUDGET SUMMARY**

The FY2023/24 Recommended Budget represents an increase of \$21,352 or 12.8% in revenues and a decrease of \$67,169 or 24.1% in appropriations when compared to the FY2022/23 Adopted Budget. The Recommended Budget includes the use of \$23,945 in fund balance.

Primary Funding Sources

The primary funding source for CCSA are property taxes, which comprises \$176,633 or 94.2% of total revenue.

Primary Costs

The Recommended Budget includes a \$67,169 or 24.1% decrease in appropriations that is primarily the net result of a reduction in Transfers-Out to the Accumulated Capital Outlay Fund as a one-time project converting the remaining HPSV streetlights to LED which is now complete, a decrease in transfers to reserves, offset by an increase in professional services to install new lighting in Green Valley and at the Porter/Pitt School Road railroad crossing.

Contracts

The FY2023/24 Recommended Budget includes the following significant contract:

- \$50,000 to repair streetlights and replace damaged poles and burned-out lights throughout unincorporated Solano County, including installation of new lighting in Green Valley and at the Porter/Pitt School Road railroad crossing.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

None.

**9746 – Fund 046-Consolidated County Service Area**  
**Terry Schmidbauer, Director of Resource Management**  
**Public Ways**

**Functional Area Summary**

<b>SUMMARY BY SOURCE</b>	<b>2021/22 ACTUALS</b>	<b>2022/23 ADOPTED BUDGET</b>	<b>2023/24 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>046 - COUNTY CONSOLIDATED SVC AREA</b>					
<b>REVENUES</b>					
TAXES	159,498	161,512	176,633	15,121	9.4%
REVENUE FROM USE OF MONEY/PROP	2,607	3,753	10,000	6,247	166.5%
INTERGOVERNMENTAL REV STATE	986	968	952	(16)	(1.7%)
INTERGOVERNMENTAL REV FEDERAL	4	4	4	0	0.0%
<b>TOTAL REVENUES</b>	<b>163,095</b>	<b>166,237</b>	<b>187,589</b>	<b>21,352</b>	<b>12.8%</b>
<b>APPROPRIATIONS</b>					
SERVICES AND SUPPLIES	49,417	63,630	98,630	35,000	55.0%
OTHER CHARGES	26,265	20,741	21,923	1,182	5.7%
OTHER FINANCING USES	0	60,000	0	(60,000)	(100.0%)
CONTINGENCIES AND RESERVES	0	134,332	90,981	(43,351)	(32.3%)
<b>TOTAL APROPRIATIONS</b>	<b>75,681</b>	<b>278,703</b>	<b>211,534</b>	<b>(67,169)</b>	<b>(24.1%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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 oversight for U.S. Department of Labor Workforce Innovation and Opportunity Act (WIOA) programs in Solano County. The WDB also hosts the Solano-Napa Small Business Development Center (SBDC).

<b>Budget Summary:</b>	
FY2022/23 Midyear Projection:	9,507,515
FY2023/24 Recommended:	8,107,951
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	33

**FUNCTION AND RESPONSIBILITIES**

The WDB of Solano County works to build and sustain a skilled workforce, support a vibrant economy, and create a shared prosperity for the community of Solano County. The WDB oversees federally funded workforce services through the WIOA on behalf of Solano County, as well as other special projects. Staff members provide tailored job search services, job preparation, training, and placement services to job seekers, as well as work with local businesses to support both business-specific talent development efforts and industry-wide initiatives.

Job seeker services are provided through:

- The County’s “America’s Job Centers of California” (AJCC) system for One Stop Career Centers that offer free basic job search services for any job seeker, as well as recruitment events for businesses.
- WIOA-enrolled services for adult, dislocated workers and youth jobseekers, including occupational training, job coaching, wrap-around service provisions, and job placement assistance.
- Discretionary grants serving job seekers and employers, including those through the California Workforce Development Board (CWDB), California’s Employment Development Department (EDD), and North Bay regional workforce grants.
- Various additional grants and contracts to serve special population groups, employers, or industries are taken on over time, as opportunities arise.

In addition, the WDB serves as the host to the Solano-Napa SBDC which provides free business advising and training to small businesses in Solano County. The Solano-Napa SBDC is supported by Small Business Administration (SBA) funding through the NorCal SBDC at Humboldt University, state GoBiz match funds, and local support from the cities of Benicia, Fairfield, Vacaville, and Vallejo.

In 2022, the Solano County Board of Supervisors allocated American Rescue Plan Act (ARPA) for workforce development and small business initiatives through the WDB and the SBDC to serve and support communities and businesses impacted by the COVID-19 pandemic and its negative economic impacts.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The WDB adapts to changes resulting from federal and state workforce priorities, as well as changing needs within the local and state economy and community. These shifts are met through a responsive, data-driven, collaborative effort to best serve the needs of both jobseekers and employers effectively support the talent infrastructure in Solano.

Challenges:

- The federal WIOA requires significant policy and administrative oversight to ensure compliance, including requirements for Job Center certification, required Memorandums of Understanding, board recertification and reapplication to provide career services, and federal eligibility and allowability requirements. The WDB has adjusted to fit the changing regulatory conditions within WIOA and balanced the opportunity to move in more community-focused directions for the organization and the public workforce system.

**Bill Emlen, County Administrator**  
**Other Assistance**

- Federal and state investments in the public workforce system continue to be inconsistent and difficult to predict from one year to the next, as funding levels are partially based on unemployment levels. Funding dedicated to the public workforce system continues to decrease in general, while the cost of services continues to rise.
- The current economic landscape provides significant challenges and unpredictability for Solano's more vulnerable communities and businesses. In general, enrollments in program services have been slow to return to pre-pandemic levels. The WDB is meeting this challenge by targeting outreach and programs to key populations and in-demand industries.

Accomplishments:

- The WDB and SBDC supported the County of Solano in developing a workforce and small business COVID recovery strategy utilizing American Rescue Plan Act (ARPA) funds. The WDB and SBDC are utilizing these funds to address COVID's negative economic impacts, while also transforming the current systems to better meet the changing economy. Key workforce projects and objectives include investment in sustaining current public workforce services, investing in community-based workforce initiatives, launching industry-based job training using sector strategy evidence-based practices, and expanding and improving workforce services in disproportionately impacted communities in Solano County. Key small business projects and objectives include expanding business advising and training to small businesses, offering Solano Success accelerator programs coupled with small business grants, and supporting businesses with talent-related training, translation services, and retention strategies.
- The WDB partnered with the Workforce Alliance of the North Bay (serving Napa, Marin, Mendocino, and Lake Counties), the Sonoma Workforce Investment Board, the California Association of Healthcare Professionals, employers, and other key partners to launch a pilot Certified Nursing Assistant (CNA) upskilling program. This program will increase job quality for CNAs in skilled nursing facilities by tying the achievement of microcredentials to wage increases. This initiative is being seen as a pilot for a new statewide initiative led by the California Association of Healthcare Facilities.
- The WDB and SBDC collectively provided a total estimated investment of \$1,377,000 in small business grants and assistance to businesses impacted by COVID's negative economic impacts through three small business programs: Solano and Napa's Microenterprise Small Business Grants, Vallejo's Small Business Grants, and the Restaurant Resiliency program operated in Fairfield and Vallejo.

**WORKLOAD INDICATORS**

- The AJCC provided free basic career services to 7,792 individuals in FY2021/22 at the Fairfield and Vallejo Job Centers, as well as at partner sites throughout the county.
- In FY2021/22, the WDB provided intensive career and training services to 137 individuals in WIOA, with 93 people receiving training in healthcare, education, construction, transportation and logistics, and manufacturing.
- Business services staff provided talent recruitment and retention assistance to 465 businesses in Solano County in FY2021/22. Due to the economic landscape, the WDB focused additional assistance on assisting small business recover from COVID-19.
- In FY2021/22, the Solano-Napa SBDC provided business advising and training to 1,428 small businesses in Solano County (and an additional 733 in Napa County) and held 96 training sessions in English and Spanish.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,304,144 or 19.2% in revenues and \$1,187,457 or 17.2% appropriations when compared to the FY2022/23 Adopted Budget.

There is no County General Fund support to this budget.

Primary Funding Sources

The primary funding source for the WDB is the 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 FY2023/24 year until late spring. As such the current Recommended Budget is based on anticipated level funding until final allocations are

released from the State of California EDD. The recommended budget includes \$3,208,210 in new funding for WDB to act as the regional fiscal agent for the North Bay Workforce Region.

As a host to the Solano-Napa SBDC, the WDB also receives funding from the NorCal SBDC. The SBDC funding is comprised of Small Business Administration federal funding allocated on a calendar year basis, as well as GoBiz funding allocated on a federal fiscal year basis (October – September). As such, the current Recommended Budget is based on anticipated level funding until final funding levels are received from NorCal SBDC. In addition, four cities (Benicia, Fairfield, Vacaville, and Vallejo) provide a local match for SBDC services. The recommended budget includes \$415,202 of SBDC funding.

The final primary funding source for FY2023/24 is County of Solano American Rescue Plan Act (ARPA) funding to address negative economic impacts of the COVID-19 pandemic. The recommended budget includes \$3,515,152 ARPA revenue for multiple projects for both the WDB and Solano-Napa SBDC.

Primary Costs

The Recommended Budget includes a \$1,187,457 increase in appropriations with primary contributing factors including:

- Salaries and Employee Benefits reflects a decrease of \$1,153,110 due to a reduction of positions related to the end of position specific contracts. In addition, health insurance costs decreased by \$249,667 due to staff turnover and 2022 SEIU negotiations.
- Other Charges reflect an increase of \$2,476,074 primarily due to ARPA contracts for workforce and small business services.

Contracts

The FY2023/24 Recommended Budget includes a total of \$2,151,640 in contracted services, including the following significant contracts:

- \$60,000 Resource Development Associates, Inc for North Bay regional organizer services.
- \$251,305 WIOA youth services.
- \$294,235 Sonoma Workforce Investment Board and Workforce Alliance of the North Bay for regional workforce programs.
- \$1,000,000 ARPA community workforce grants.
- \$194,000 ARPA industry-based job training contracts.
- \$100,000 California Hispanic Chamber of Commerce and Solano County Black Chamber of Commerce for ARPA Culturally Competent Business Advising.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2021/22 ACTUAL	2022/23 ADOPTED BUDGET	2023/24 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
REVENUE FROM USE OF MONEY/PROP	1,105	1,000	1,000	0	0.0%
INTERGOVERNMENTAL REV STATE	4,022,551	3,132,156	3,867,802	735,646	23.5%
INTERGOVERNMENTAL REV OTHER	1,228,586	3,616,600	4,101,870	485,270	13.4%
MISC REVENUE	91,741	54,050	137,279	83,229	154.0%
<b>TOTAL REVENUES</b>	<b>5,343,983</b>	<b>6,803,807</b>	<b>8,107,951</b>	<b>1,304,144</b>	<b>19.2%</b>
<b>APPROPRIATIONS</b>					
SALARIES AND EMPLOYEE BENEFITS	3,220,790	4,324,126	3,171,016	(1,153,110)	(26.7%)
SERVICES AND SUPPLIES	732,061	829,672	694,165	(135,507)	(16.3%)
OTHER CHARGES	1,395,466	1,766,696	4,242,770	2,476,074	140.2%
<b>TOTAL APPROPRIATIONS</b>	<b>5,348,318</b>	<b>6,920,494</b>	<b>8,107,951</b>	<b>1,187,457</b>	<b>17.2%</b>
<b>NET CHANGE</b>	<b>4,335</b>	<b>116,687</b>	<b>0</b>	<b>(116,687)</b>	<b>(100.0%)</b>

**Bill Emlen, County Administrator  
Other Assistance**

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**DEPARTMENT COMMENTS**

None.

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Significant adjustments to the WDB's program and services include:

- The WDB has become the regional fiscal agent for the North Bay workforce region. As such, the WDB will be a pass-through entity for workforce funds for Sonoma Workforce Investment Board and the Workforce Alliance of the North Bay (Lake, Marin, Mendocino, and Napa Counties). New regional grants from the state workforce board total \$734,314 for FY2023/24.
- The Health & Social Services Temporary Aid for Needy Families (TANF) Job Skills Plus and Expanded Subsidized Employment contract ended during FY2023/24. This reduction of programs reduces revenue by \$431,660 and reduces staffing by 2.5 FTE.
- The recommended budget for FY2023/24 includes \$3,515,152 in Solano County ARPA funding for job seekers, small businesses, and non-profit organizations. Significant expenditures include \$1,901,000 for small business payments and program contracts and \$720,491 in staff salaries.

**SUMMARY OF POSITION CHANGES**

WDB anticipates a net decrease of 2.5 FTE. However, the final position allocation will be determined when the final grant allocations amounts are announced. In addition, continued grant seeking efforts that result in increased funding may impact the number of staff positions. WDB staff are not part of the County position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

There are several policy level issues to be considered and addressed, originating from both the federal and state levels.

The federal and state workforce programs emphasize addressing workforce equity and job quality. Workforce equity is intended to ensure all geographic and demographic populations have equitable access to, and success within, the public workforce system. Job quality focuses on improving the opportunity for job seekers to have family-sustaining wages, good working conditions, and opportunities for advancement.

New federal and state workforce programs and policies are focused on climate transition, including alternative sources of energy and sustainable land use. California's Community Economic Resiliency Fund (CERF) is funding that will be available in the coming fiscal year that could be used for Solano County projects. The WDB and the Solano Economic Development Corporation will monitor and respond to future grant opportunities. Additionally, the Infrastructure Investment and Jobs Act of 2021 and the CHIPS (Creating Helpful Incentives to Produce Semiconductors) and Science Act of 2022 from the federal government may impact local opportunities for grant funding, as well as increased recruitment and retention efforts of construction and manufacturing workers.

**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:**

CY2023:	3,023,671
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	12.73

**FUNCTION AND RESPONSIBILITIES**

The Solano County Fair Association (SCFA) operates under a contract with the County of Solano and expires on June 30, 2023, unless the contract is amended. 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 the annual County Fair and Six Flags parking agreement, advertising, facility rental, satellite wagering and support from the State of California for the network of fairs.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Challenges:

- SCFA is a non-profit organization in transition; financial opportunities and changes in facility use requests 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 year-round. SCFA has undertaken an organizational change/re-structuring that is impacting all facets of SCFA’s operation.
- The SCFA Board currently has seven Directors appointed out of a 15 member Board. SCFA’s reorganizational efforts focus on expanding the volunteer base, strengthening the committee structure, and maximizing fundraising capabilities.

Accomplishments:

- Facility Usage - While the initial pandemic activation precluded the use of the fairgrounds for other activities, the footprint of the second activation was more limited, allowing for limited facility rental usage. Well below comparable pre-pandemic figures, CY2022 Facility Rentals revenue was up 122% over CY2021. Solano Race Place 2022 revenue was also up; 32% over comparable 2021 figures.
- Using a baseline budget, combined with management based on a retail sales business model, SCFA finished CY2022 with its strongest financial position in over 20 years. SCFA cash and cash equivalents on December 31, 2022, were \$3,109,249, a 26% increase over comparable CY2021 figures.

**WORKLOAD INDICATORS**

- 16,011 people attended the Solano Race Place in 2022, operating partially under a mandated reduced patron capacity.
- Gross revenue for Solano Race Place for 2022 was \$902,665, an increase of \$211,928 or 31% when compared to 2021 gross revenue. 2022 net profit for Solano Race Place was \$290,034.
- Facility Rentals for 2022 were \$1,613,775, an increase of \$887,366 or 122% when compared to 2021 increase in sales; 2022 net profit for Facility Rentals was \$642,821.
- Overall SCFA net proceeds for 2022 was \$967,612.

Robin Hauck, Interim Executive Director & Chief Executive Officer  
Solano County Fair

**DEPARTMENTAL BUDGET SUMMARY**

The SCFA budget is based on a calendar year (CY). The CY2023 SCFA Budget reflects total revenues of \$2,831,999 an increase of \$640,674 or 29.2% over the CY2022 Adopted Budget. The CY2023 appropriations total \$3,023,671 reflecting an increase of \$690,442 or 29.6% over the CY2022 Adopted Budget.

Fixed Assets

None.

**DEPARTMENT COMMENTS**

The 2023 Solano County Fair will take place Thursday, June 15, 2023 through Sunday, June 18, 2023. The 2023 Fair theme is “Celebrate Solano” and is planned to be an onsite traditional format.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2022 ACTUALS	2023 ADOPTED BUDGET	2024 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
REVENUE FROM USE OF MONEY/PROP	1,270,138	1,156,805	1,617,259	460,454	39.8%
INTERGOVERNMENTAL REV STATE	0	82,030	32,700	(49,330)	(60.1%)
CHARGES FOR SERVICES	0	902,220	1,125,330	223,110	24.7%
MISC REVENUE	37,249	50,270	56,710	6,440	12.8%
<b>TOTAL REVENUES</b>	<b>1,307,387</b>	<b>2,191,325</b>	<b>2,831,999</b>	<b>640,674</b>	<b>29.2%</b>
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	0	1,174,659	1,220,089	45,430	3.9%
SERVICES AND SUPPLIES	25,700	1,096,561	1,717,524	620,963	56.6%
OTHER CHARGES	0	7,133	0	(7,133)	(100.0%)
F/A BLDGS AND IMPRMTS	0	54,876	86,058	31,182	56.8%
<b>TOTAL APPROPRIATIONS</b>	<b>25,700</b>	<b>2,333,229</b>	<b>3,023,671</b>	<b>690,442</b>	<b>29.6%</b>
<b>NET GAIN(LOSS)</b>	<b>1,281,686</b>	<b>(141,904)</b>	<b>(191,672)</b>	<b>(49,768)</b>	<b>35.1%</b>

\*Footnote: The CY2022 Actuals only reflect those figures that flow through the County Finance Enterprise System. SCFA manages their own financial system outside the County Financial System to account for and document their actual revenues and appropriations.

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The SCFA operates under a contract with the County of Solano that expires on June 30, 2023, unless the contract is amended. Most of SCFA’s revenues are generated by the operations of the fairgrounds. SCFA receives a small allocation of license fees generated by the California horse racing industry to offset a portion of the cost of providing staff services to the SCFA. Revenues include ground leases and revenue from the annual County Fair and Six Flags parking agreement, advertising, facility rental, satellite wagering and support from the State of California for the network of fairs. Many of these revenues have been drastically impacted due to COVID-19.

In June 2009, the County Board of Supervisors in cooperation with the City of Vallejo initiated the visioning effort known as Solano360. In 2013 a Specific Plan, Environmental Impact Report (EIR) and tentative map were reviewed by the Board, City of Vallejo and SCFA and approved by the City of Vallejo and Board of Supervisors. The County, City of Vallejo, and SCFA are working together to redevelop the fairgrounds property and create a “Fair of the Future.” SCFA is mindful that Solano360 is entering into an important transitional period. Flexibility and adaptability will be key operational benchmarks for SCFA moving



forward in support of the ongoing development efforts. For more details on this ongoing effort, refer to BU 1820 in the Capital Projects section of the Recommended Budget.

The SCFA unfunded pension liability is \$1.3 million as of December 2022. Under the current management agreement with County, the SCFA is no longer enrolling new employees into PERS; however, SCFA remains obligated to pay costs associated with the Unfunded Accrued Liability (UAL) and Pension Obligation Bond (POB) payments for its prior enrollees. In 2023, SCFA anticipates the nine existing PERS-eligible employees will continue to be enrolled in PERS. SCFA is working with the County Pension Advisory Committee in formulating a long-term solution to the SCFA's outstanding pension liability.

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**1991 REALIGNMENT FUNDS** – 1991 Realignment funds are a dedicated percentage of California State sales tax and Vehicle License Fees. These revenues support local health and social services programs (R&T Code §6051.2 and §6201.2) and are allocated yearly to County operated Health and Social Services.

**2011 REALIGNMENT FUNDS** – 2011 Realignment is funded with a dedicated portion of California State sales tax revenue and Vehicle License Fees (VLF) to support counties, local public safety programs and through the Local Revenue Fund 2011 (Fund) for counties to receive the revenues and appropriate funding for 2011 Public Safety Realignment. (R&T Code §6051.15 and §6201.15). ABX1 16 realigned the California Department of Social Services' (CDSS) funding for Adoption Services, Foster Care, Child Welfare Services, Child Abuse Prevention, Intervention and Treatment (CAPIT), Transitional Housing Program Plus (THP-Plus), Independent Living Program (ILP), Adult Protective Services (APS), and State Family Preservation (SFP) programs from the State to local governments and redirected specified tax revenues to fund this effort. The impact of this funding mechanism is the County is responsible for 100% of the non-federal share of costs in realigned programs.

**A-87** – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures. Also referred to as Administrative Overhead.

**AAB** – Assessment Appeals Board.

**AB** – Assembly Bill.

**AB 85** – Signed by the Governor on June 27, 2013, provides mechanism for the State to redirect 1991 State health realignment funding to fund social service programs.

**AB 109 PUBLIC SAFETY REALIGNMENT (AB 109)** – Effective October 1, 2011, and a component of 2011 Realignment, this new California law realigns sentenced low-level offenders, adult parolees, and juvenile offenders to local County jails instead of State prisons. Each County is required to form a local Community Corrections Partnership (CCP) to implement this law. It is California's solution for reducing the number of inmates in the State's 33 prisons to 137.5% of design capacity by June 27, 2013.

**AB 1810** – Signed by the Governor on June 27, 2018, included a component known as Mental Health Diversion, allows those charged with certain criminal offenses (excluding certain violent crimes) and have a verifiable mental disorder (with exceptions) to be diverted into a mental health treatment program rather than being

incarcerated if the mental disorder played a significant role in the commission of the charged offense. Diversion may last up to two years, and if successfully completed, charges may be dismissed at the end of the diversion program. Some funding for counties may be available through the State Department of Hospitals for the provision of services. The courts would be responsible for the cost of related reports for their use.

**AB 233** – Known as the Lockyer-Isenberg Trial Court Funding Act of 1997, this omnibus bill transferred the responsibility for local trial courts from the counties to the State, established maintenance of effort payments by the counties to the State based on 1995/96 expenditures and established two task forces to advise the Legislature regarding future responsibility for trial court employees and facilities.

**AB 2083** – Known as System of Care (Chapter 815, statues of 2018) requires each county to develop and implement an MOU outlining the roles and responsibilities of the various local entities that service children and youth in the foster care who have experienced severe trauma.

**AB 403 CONTINUUM OF CARE REFORM (CCR)** – Signed by the Governor on October 11, 2015 and implemented January 1, 2017, CCR is a broad legislative attempt to reform the child welfare system. AB 403 proposes to create local, community based therapeutic foster care homes as an alternative to long term placement for children and youth in and out of group home placement.

**ABAG** – Association of Bay Area Governments.

**ABIS** – Automated Biometric Identification Systems. Enables multiple forms of identification (e.g. fingerprints, facial recognition, iris scanning).

**ABX1 26** – Bill approved by the Governor on June 28, 2011, which dissolved all redevelopment agencies (RDA) in California. RDAs were officially dissolved on February 1, 2012.

**ACA** – Affordable Care Act (Federal Patient Protection and Affordable Care Act). Federal statute signed into law by President Barack Obama on March 23, 2010, which seeks to provide affordable health insurance for all US citizens and to reduce the growth in health care spending.

**ACCOUNT** – A classification of expenditure or revenue. Example: "Office Expense" is an account in "Services and Supplies."

**ACCOUNTS PAYABLE** – A short-term liability reflecting amounts owed private persons or organizations for goods or services received.

# Glossary of Budget Terms and Acronyms

## Glossary

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**ACCOUNTS RECEIVABLE** – An asset account reflecting amounts due from private persons or organizations for goods and services provided (excluding amounts due from other funds or other governments).

**ACCRUAL BASIS** – The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

**ACCRUED EXPENSES** – Expenses incurred but not paid.

**ACCRUED REVENUE** – Revenues earned but not received.

**ACO** – Accumulated Capital Outlay.

**ACTIVITY** – A specific line of work performed to accomplish a function for which a governmental unit is responsible. Example: "Protective Inspection" is an activity performed in the "Public Protection" function.

**ADSEP** – Administrative Segregation, or Administrative Separation. AdSep inmates are those who are likely to promote criminal behavior, including escape or assault, or are likely to need protection from other inmates (e.g. gang members). AdSep inmates are housed alone in a double-occupancy rated cell, thereby limiting available inmate housing.

**AD VALOREM TAX** – A tax based on value (i.e., a property tax).

**ADA** – Americans with Disabilities Act, federal legislation.

**ADMINISTRATIVE OVERHEAD** – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures. Also referred to as A-87.

**ADOPTED BUDGET** – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve an Adopted Budget by October 2<sup>nd</sup> each year.

**AGENCY FUND** – A fund used to account for assets held by a government as an agent for individuals, private organizations, or other governments, and/or other funds.

**AOC** – Administrative Office of the Courts (Judicial Counsel).

**APPROPRIATION** – A legal authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

**ARC** – Approved Relative Caregiver (term used in Child Welfare Services) to represent relative care givers who receive cash and benefits for providing care for children who are ineligible to receive federal foster care benefits.

**ARPA** – American Rescue Plan Act of 2021. A \$1.9 trillion coronavirus rescue package designed to facilitate the United States' recovery from the devastating economic and health effects of the COVID-19 pandemic.

**ARRA** – American Reinvestment and Recovery Act.

**ASSESSED VALUATION** – A valuation set upon real estate or other property by the County or State Board of Equalization as a basis for levying taxes.

**AUTHORIZED ALLOCATED POSITIONS** – Positions included in the County's salary resolution and for which funding may or may not be provided in the budget.

**BALANCE SHEET** – The financial statement disclosing the assets, liabilities and fund equity or net assets of an entity at a specified date in conformity with Generally Accepted Accounting Principles (GAAP).

**BASIS OF ACCOUNTING** – A term used to refer to when revenues, expenditures, expenses, and transfers—and the related assets and liabilities—are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the modified accrual or the accrual basis.

**BCDC** – Bay Conservation and Development Commission.

**BDCP** – Bay Delta Conservation Plan.

**BOE** – (State) Board of Equalization.

**BOS** – Board of Supervisors.

**BSCC** – Board of State Community Corrections.

**BUDGET** – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. A budget usually is a financial plan for a single fiscal year.

**BUDGET UNIT (BU)** – The classification of the budget expenditure requirements into appropriate, identified, or organizational units deemed necessary or desirable for control and information related to a particular financial operation or program.

**BUDGETARY CONTROL** – The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

**BUDGETED POSITIONS** – The number of full-time equivalent positions to be funded in the budget. Budgeted positions should not be confused with "authorized" or "allocated" positions, which are positions that may or may not be funded in the budget.

# Glossary of Budget Terms and Acronyms

## Glossary

**CAC** – County Administration Center in downtown Fairfield.

**CalAIM** – California Advancing and Innovating Medi-Cal. State’s renewed federal waiver in January 2022, an initiative that seeks to improve quality of life and health outcomes by implementing a statewide person-centered approach to providing services and payment reform for the Medi-Cal program.

**CALFRESH** – a nutrition program to help households purchase healthy foods, previously known as the Food Stamp Program in California. It is the federal Supplemental Nutrition Assistance Program (SNAP), funded through the U.S. Department of Agriculture (USDA).

**CALFRESH ADMINISTRATION MATCH WAIVER** – From FY2010/11 through FY2014/15, allowed counties to draw down a portion of their State General Fund and federal CalFresh Administration allocation without a match of County funds, as long as the County met its required CalWORKs/CalFresh Maintenance of Effort in the CalFresh Program. The program was phased out over a 3-year period ending FY2017/18.

**Cal-MMET** – California Multi-Jurisdictional Methamphetamine Enforcement Team.

**CALOES** – California Governor’s Office of Emergency Services. The Office is responsible for the coordination of overall State agency response to disasters and for assuring the State’s readiness to respond to and recover from all hazards. Also assists local governments in their emergency preparedness, response, recovery, and mitigation.

**CAL-OSHA** – California - Occupational Safety and Health Administration.

**CALSAWS** – California Statewide Automated Welfare System.

**CALWIN** – CalWORKs Informational Network case management system.

**CALWORKs** – California Work Opportunities and Responsibility to Kids public assistance program that provides cash and services to eligible families that have children in the home. The program is California’s name for the federal Temporary Assistance to Needy Families (TANF) program.

**CAPITAL ASSET** – A tangible asset with a useful life extending beyond a single reporting period such as land, buildings, furniture, and equipment; typically valued in excess of \$5,000.

**CAPITAL EXPENDITURES** – Expenditures resulting in the acquisition of or addition to the government’s general fixed assets.

**CAPITAL PROJECT FUND** – A governmental fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and Trust Funds).

**CARES ACT** – Federal Coronavirus Aid, Relief, and Economic Security Act. In March 2020, U.S. lawmakers agreed to pass a \$2 trillion stimulus bill.

**CASA** – Court-Appointed Special Advocates.

**CASH BASIS** – A basis of accounting under which transactions are recognized when cash is received or disbursed.

**CASH FLOW** – Cash available from net collections available for expenditure payments at any given point.

**CATS** – County Assessment and Taxation System (replacement system for the SCIPS property tax administration system).

**CCP** – Community Corrections Partnership. A planning and advisory board statutorily created as a result of the 2011 Public Safety Realignment legislation. The CCP is responsible for developing an implementation plan for the 2011 Public Safety Realignment in its respective county and allocating funding to the county/city agencies. The Executive Committee from the CCP members is comprised of the following: Chief probation officer, Chief of police, Sheriff, District Attorney, Public Defender, Presiding Judge of the Superior Court, a representative from either the County Department of Social Services, Mental Health, or Alcohol and Substance Abuse Programs, as appointed by the County Board of Supervisors.

**CCR** – Continuum of Care Reform (2019). See AB 403.

**CCSA** – Consolidated County Service Area.

**CDBG** – Community Development Block Grant.

**CDCR** – California Department of Corrections and Rehabilitation: The State agency that operates all State adult prisons and juvenile facilities, oversees a variety of community correctional facilities and other important correctional facility responsibilities, and supervises all adult and juvenile parolees during their reentry into society.

**CDFA** – California Department of Food and Agriculture.

**CDP** – Central Data Processing.

# Glossary of Budget Terms and Acronyms

## Glossary

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**CENTRAL SERVICE COSTS** – Central administrative and overhead costs allocated back to departments through the Administrative Overhead Cost Plan.

**CEQA** – California Environmental Quality Act. A California statute passed in 1970 and signed in to law by then-Governor Ronald Reagan, shortly after the United States federal government passed the National Environmental Policy Act, to institute a statewide policy of environmental protection.

**CFIP** – Capital Facilities Improvements Plan.

**CGC** – California Government Code.

**CGF** – County General Fund.

**CJIS** – Criminal Justice Information System.

**CLETS** – California Law Enforcement Telecommunications System.

**CMIPS** – Case Management Information and Payrolling System.

**CMSP** – County Medical Services Program.

**COLA** – Cost-of-living adjustment.

**CONTINGENCY** – An amount of specified appropriations of a fund, appropriated for unforeseen expenditure requirements.

**CONTRACTED SERVICES** – Expenditures for services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

**COORDINATED CARE INITIATIVE (CCI)** – A joint State-federal demonstration project implemented beginning in FY2012/13 and designed to improve the coordination of healthcare and long-term services and supports, and reduce the overall costs, of providing care for seniors and persons with disabilities. (Discontinued in FY2017/18)

**COP** – Certificates of Participation. Certificates issued for the financing of capital assets. COPs represent undivided interests in the rental payments under a tax-exempt lease.

**COPPS** – Community Oriented Policing and Problem Solving.

**COPS** – Community Oriented Policing Services.

**CORE PRACTICE MODEL** – Identifies specific required components that support the standards and expectations for practice behaviors by child welfare and mental health staff.

**CORTAC PAYMENT** – County Reciprocal Tax Accounting. This program allows lenders or other entities to make bulk payment of real property taxes, through wire transfer to the County's bank, on behalf of the real property owners who are assessed property tax by the County.

**COST ACCOUNTING** – The method of accounting that provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work or a specific job.

**COUNTY EXPENSE CLAIM (CEC)** – Vehicle used by counties to obtain State and federal reimbursements for costs incurred in administering mandated social services programs.

**COVID-19** – Coronavirus disease 2019, an infectious disease caused by the novel coronavirus (SARS-CoV-2) that appeared in late 2019 and was declared a public health emergency of international concern on January 30, 2020, by the World Health Organization.

**CPC** - Center for Positive Change. Solano County's day reporting centers were renamed the "Centers for Positive Change" for Reentry/Training under Probation.

**CPS** – Child Protective Services.

**CSAC** – California State Association of Counties. An organization that represents California county governments before the California Legislature, administrative agencies, and the federal government.

**CSAC-EIA** – California State Association of Counties – Excess Insurance Authority.

**CSEC** – Commercially Sexually Exploited Children. Program to serve youth who are victims or at risk of commercial sexual exploitation.

**CTO** – Compensatory Time Off.

**CURRENT LIABILITIES** – Liabilities that are payable within one year.

**CURRENT RESOURCES** – Resources of a governmental unit that are available to meet expenditures of the current fiscal year.

**CVP** – Central Valley Project.

**CWS** – Child Welfare System.

**CY** – Calendar Year.

**DA** – District Attorney.

# Glossary of Budget Terms and Acronyms

## Glossary

**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.

**DJJ** – California Department of Corrections and Rehabilitation, Division of Juvenile Justice.

**DoIT** – Department of Information Technology (County).

**DOJ** – Department of Justice.

**DPA** – Delta Protection Agency.

**DRC** – Day Reporting Center.

**DUE TO OTHER AGENCIES** – A short-term liability account reflecting amounts owed by the County to an outside government agency for goods or services provided.

**DUID** – Driving under the influence of drugs.

**EARMARKED FUNDS** – Revenues designated by statute or Constitution for a specific purpose.

**EDD** – State of California, Employment Development Department.

**EHR** – Electronic Health Record.

**EIR/S** – Environmental Impact Report/Statement.

**EMPLOYEE BENEFITS** – Amounts paid on behalf of employees by employers in addition to salary. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation, dental and vision and unemployment insurance premiums.

**EMSA** – Emergency Medical Services Authority.

**ENCUMBRANCE** – An obligation in the form of a purchase order, contract, or other commitment related to unperformed contracts for goods and services.

**ENTERPRISE FUND** – A fund established to account for operations financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (i.e., Airport)

**EPSDT** – Early Periodic Screening Diagnosis and Treatment.

**ERAF** – Education Revenue Augmentation Fund established by the State of California in FY1992/93. This Fund was established to require distribution of property tax funds that were shifted from cities, special districts and the County to offset cuts in State revenues to schools.

**ERI** – Early Retirement Incentive.

**EXPENDITURE** – Decrease in net financial resources under the current financial resources measurement focus not properly classified as *other financing uses*.

**EXPENSES** – Outflows or other depletion of assets or incurrence of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

**EXTRA-HELP POSITION** – A non-regular, temporary position created to meet a peak workload or other unusual work situation; can include seasonal or recurrent intermittent employment.

**FEMA** – Federal Emergency Management Agency.

**FFCRA** – Federal Families First Coronavirus Response Act.

**FICA** – Federal Insurance Contributions Act. Federal law that requires three separate taxes be held from employee wages and matched by the employer: Social Security tax, Medicare tax, and a Medicare surtax (if applicable).

# Glossary of Budget Terms and Acronyms

## Glossary

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**FINAL BUDGET** – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2<sup>nd</sup> each year.

**FISCAL YEAR** – A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**FIXED ASSETS** – A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$5,000.

**FQHC** – Federally Qualified Health Centers. Community based health care providers that receive funds from the federal Health Resources and Service Administration to provide primary care in underserved areas.

**FRC** – Family Resource Center.

**FTE** – Full-Time Equivalent position. A full- or part-time position converted to a decimal equivalent of a full-time position based on 2,080 hours per year (a 40-hour week). For example, an extra-help laborer working for four months or 690 hours would be equivalent to 0.33 of a full-time position (FTE).

**FUNCTION** – A group of related activities aimed at accomplishing a major service for which a governmental unit is responsible. These designations are specified by the State Controller. Example: "Public Protection" is a function.

**FUND** – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**FUND BALANCE** – The excess of assets of a fund over its liabilities reported in a governmental fund. A portion of this balance may be available to finance the succeeding year's budget.

**FUND EQUITY** – The net difference of assets over liabilities.

**FUND TYPE** – Any one of eleven categories into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue fund, debt service funds, capital project funds and permanent funds. Proprietary fund types include enterprise funds and internal services fund. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds and agency funds.

**FURS** – Family Urgent Response System. Created to respond to calls from caregivers, current or former foster children, or youth from both the Child Welfare and Probation Systems during moments of instability.

**FWPF** – Fish and Wildlife Propagation Fund.

**FY** – Fiscal Year.

**GA** – General Assistance. Social Service program funded entirely by counties, which provides cash assistance, generally to childless adults.

**GAAP** – Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. These govern the form and content of the financial statement of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general applications, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP for State and local governments is the GASB.

**GANN LIMIT** – Refers to the Gann Initiative (Proposition 4 on the November 1979 ballot), which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies. Limit is generally prior year appropriations factored by Consumer Price Index (CPI) and population changes.

**GASB** – Governmental Accounting Standard Board. The authoritative accounting and financial reporting standard-setting body for government entities.

**GASB 34** – The GASB issued statement No. 34 changing the framework of financial reporting for State and local governments.

**GASB 54** – The GASB issued statement No. 54 to enhance how Fund Balance information is reported and improve its decision-usefulness.

**GENERAL FUND** – The main operating fund to provide County services comprised of revenue and appropriation accounts.

**GENERAL FUND CONTRIBUTION** – A contribution from General Fund revenue to other operating budgets.

**GENERAL FUND REVENUE** – Non-specific program revenues, which include such items as property taxes, sales tax, interest earnings, vehicle license fees, etc. These are revenues not specified or dedicated to a particular program but may be allocated at the discretion of the Board of Supervisors.



# Glossary of Budget Terms and Acronyms

## Glossary

**GENERAL RESERVE** – An equity restriction within a fund which is legally or contractually constrained for use only during the budget process or in the event of national emergency.

**GIS** – Geographical Information System.

**GOVERNMENTAL FUNDS** – Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

**GSA** – Groundwater Sustainability Agency.

**GSP** – Groundwater Sustainability Plan.

**GTEAP** – Grants to Encourage Arrest Policies.

**H&SS** – Health and Social Services.

**HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)** – Passed by Congress in 1996, HIPAA provides the ability to transfer and continue health insurance coverage in the event of a loss of job or a job change; reduces health care fraud and abuse; mandates industry standards for health care information on electronic billing and other processes; and requires the protection and confidential handling of protected health information.

**HHAP** – Homeless Housing Assistance and Prevention Grant. Provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homeless challenges.

**HIE** – Health Information Exchange.

**HUD** – Housing and Urban Development.

**HUTA** – Highway Users Tax Account. Commonly referred to as the gas tax, the Road Repair and Accountability Act (see SB 1).

**IFAS** – Integrated Fund Accounting System.

**IGT** – Intergovernmental Transfers.

**IHSS** – In-Home Supportive Services. IHSS provides services to eligible elderly and disabled persons who are unable to remain safely in their own homes without assistance. IHSS is funded through federal and State Medi-Cal and County funds.

**IMD** – Institution for Mental Disease. A hospital, nursing facility, or other institution of more than 16 beds that is primarily engaged in providing diagnosis, treatment, or care of persons with mental diseases, including medical attention, nursing care, and related services.

**INTERFUND REVENUE / EXPENSE** – Revenue or Expense resulting from transactions for goods or services provided or received between government fund types, not including internal service funds.

**INTERNAL CONTROL STRUCTURE** – Policies and procedures established to provide reasonable assurance that specific government objectives will be achieved.

**INTERNAL SERVICE FUND (ISF)** – A fund used to account for the financing of goods or services provided by one department or agency to another department or agency of a government on a cost reimbursement basis. (i.e., Fleet, Data Processing, Risk Management)

**INTRAFUND REVENUE / EXPENSE** – Revenue or Expense between departments or divisions within the same fund.

**JAIL BASED COMPETENCY TREATMENT (JBCT)** – Felony defendants who have been declared Incompetent to Stand Trial (IST) typically wait in jail for an opening at a State Hospital to receive treatment to restore competency to stand trial. Because the wait for an opening at a State Hospital is lengthy, the California Department of State Hospitals (DSH) implemented a program in partnership with county jails where the defendant may receive treatment to restore competency while in jail and prevent unnecessary delays in going to trial. The Sheriff's Office, in partnership with its mental health service provider, entered into a contract with DSH in February 2019 to provide treatment to up to 12 defendants at a time.

**JDF** – Juvenile Detention Facility. Administered by the County's Probation Department, the facility houses youth charged with serious crimes who otherwise cannot be safely released to the community and are likely to flee the jurisdiction of the Court.

**JJCPA** – Juvenile Justice Crime Prevention Act.

**JPA** – Joint Powers Authority.

**JUVENILE DAY REPORTING CENTER** – Centralized location, currently at Sullivan Interagency Youth Services Center, where youth who were convicted of a crime but do not reach a level requiring detention, as well as their families, may receive treatment services to discourage recidivism.

**KATIE A. SETTLEMENT** – Settlement agreement approved by the Federal District Court on December 2, 2011 outlining the provision of intensive mental health services to the Katie A. subclass broadly defined as youth and their families who have significant needs and by receiving intensive care coordination and intensive home-based services in their own

# Glossary of Budget Terms and Acronyms

## Glossary

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home, family setting or the most homelike setting, will be most likely to improve their safety, permanence and well-being.

**LAFCo** – Local Agency Formation Commission. LAFCo is a State-mandated independent entity responsible for the formation and modification of the boundaries of local agencies. The Commission is tasked to observe these basic statutory purposes: (a) the promotion of orderly development; (b) the discouragement of urban sprawl; (c) the preservation of open-space and prime agricultural lands; and (d) the extension of governmental services.

**LLEBG** – Local Law Enforcement Block Grant.

**LNU Lightning Complex Fire** - large complex of wildfires that burned during the 2020 California wildfire season across much of the Wine Country area of Northern California – Lake, Napa, Sonoma, Solano, and Yolo Counties, from August 17 to October 2, 2020.

**LT** – Limited Term position. A full- or part-time position that has a specified term of employment. At the end of the term, the position is eliminated from the Position Allocation Listing.

**MAA** – Medi-Cal Administrative Activities. A program where participating local governmental agencies are eligible to receive federal reimbursement for the cost of performing activities that directly support efforts to identify and enroll potential eligible individuals into Medi-Cal.

**MANDATED PROGRAMS** – Mandated programs are those programs and services that the County is required to provide by specific State and/or federal law or by court order.

**MATCH** – Refers to a cost sharing ratio for a State or federal program that requires a County General Fund Contribution of a certain amount or percentage to qualify.

**MAY REVISE** – The California Governor submits the Governor's Budget to the Legislature in January, it is revised in May/June, and the fiscal year begins July 1.

**MEHKO** – Microenterprise Home Kitchen Operations.

**MFG** – Maximum Family Grant. For purposes of defining CalWORKs aid payments the number of needy persons in a family is not to include any child born into a family that has received cash aid continuously for 10 months immediately prior to the child's birth. Discontinued effect January 1, 2017 with the enactment of AB 1603.

**MEDI-CAL** – Medi-Cal, California's Medicaid program, is a federal-State cooperative medical care financing program for low-income elderly, disabled, children and families.

**MHSA** – Mental Health Services Act. (See Proposition 63).

**MIOCR** – Mentally Ill Offender and Crime Reduction Act. Passed in 2004, this provides federal funds that enable the County to respond to the issues of services, treatment, and recidivism reduction for the justice-involved mentally ill.

**MISOC** – Management Information Services Oversight Committee.

**MISSION STATEMENT** – A succinct description of the scope and purpose of a County department.

**MODIFIED ACCRUAL BASIS OF ACCOUNTING** – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due. Measurable, relates to the amount being determinable. Available, indicates it will be received within 90 days of the fiscal year.

**MOU** – Memorandum of Understanding. A legal document between the Board of Supervisors and an employee organization (union) that outlines agreements reached regarding wages, hours and working conditions for a specific group of County employees.

**MOE** – Maintenance of Effort. A federal and / or State requirement that the County provide a certain level of financial support for a program from local tax revenues. The amount of support is referred to as the Maintenance of Effort (MOE) level.

**MSA** – Master Settlement Agreement for tobacco health impacts.

**NACo** – National Association of Counties.

**NEPA** – National Environmental Protection Act.

**NET COUNTY COST** – The difference between budgeted appropriations and departmental revenues for General Fund budgets. Local tax revenues fund the difference.

**NHA** – National Heritage Area.

**NPLH** – No Place Like Home. On July 1, 2016, Governor Brown signed legislation enacting the No Place Like Home program to dedicate bond proceeds to invest in the development of permanent supportive housing for persons who are in need of mental health services and are experiencing homelessness, chronic homelessness, or who are at risk of chronic homelessness. In November 2018, voters approved Proposition 2, authorizing the sale of up to

# Glossary of Budget Terms and Acronyms

## Glossary

\$2 billion of revenue bonds and the use of Proposition 63 taxes for the No Place Like Home (NPLH) program.

**NON-NON-NON** – Term referred to in AB 109 as non-violent, non-serious, and non-sex offenders. Under AB 109, these inmates will serve their sentence in County jails instead of State prisons. Upon release from prison, counties are responsible for post-release supervision.

**OBJECT OF EXPENDITURE** – A major category of appropriation. Example: "Salaries and Employee Benefits" and "Services and Supplies."

**OES** – Office of Emergency Services.

**OFFICIAL STATEMENT** – A document published by a governmental entity planning to issue bonds that provides information on the proposed bond issue, the purpose of the issue, and the means of servicing indebtedness, as well as other information about the issuer that may be helpful in evaluating credit worthiness.

**OFVP** – Office of Family Violence Prevention.

**OPEB** – Other Post-Employment Benefits.

**OTHER CHARGES** – A category of appropriations for payment to an agency, institution or person outside the County Government and includes principal and interest payments for debt service.

**OTHER FINANCING SOURCES** – A category of revenues, which include long-term debt proceeds, proceeds from the sale of general fixed assets, and Operating Transfers-In. Such amounts are classified separately from revenues on the governmental statement of revenues, expenditures and changes in Fund Balance.

**OTHER FINANCING USES** – A category of appropriations, which include fund Operating Transfers-Out and the amount of refunding bond proceeds deposited with the escrow agent. Such amounts are classified separately from expenditures on the governmental statement of revenues, expenditures, and changes in Fund Balance.

**OTS** – Office and Traffic Safety (OTS).

**PARS** – Public Agency Retirement Services.

**PC** – Penal Code. The California Penal Code contains statutes that define criminal offenses and specify corresponding punishments along with criminal justice system mandates and procedures.

**PERS** – Public Employees Retirement System.

**PFF** – Public Facilities Fees.

**POB** – Pension Obligation Bonds.

**POST** – Police Officer Standards and Training.

**PPE** – Personal Protective Equipment.

**PPP** – Paycheck Protection Program.

**PPS** – Prospective Payment System.

**PRCS** – Post-Release Community Supervision. (See NON-NON-NON) PC Section 3450 provides that California Department of Corrections and Rehabilitation (CDCR) continues to have jurisdiction over all offenders who are on State parole prior to the implementation date of AB 109, October 1, 2011. After this date, county-level supervision for offenders upon release from prison will include current non-violent, current non-serious (irrespective of prior offenses), and some sex offenders.

**PREA** – Federal Prison Rape Elimination Act. Passed in 2003, drives all California Department of Corrections and Rehabilitation efforts to combat sexual abuse and sexual misconduct within detention facilities.

**PROGRAM REVENUE** – Revenue that is derived from and dedicated to specific program operations.

**PROPOSED BUDGET** – The working document for the fiscal year under discussion.

**PROPOSITION 1A (PROP 1A)** – Passed by the voters on November 2006, this measure amended the California constitution to limit the conditions under which the transfer of gasoline sales tax revenues from transportation costs to other uses may be allowed. Suspensions would be treated as loans to the General Fund which must be repaid in full, including interest, and suspensions would not be allowed more than twice every ten years. Additionally, all prior suspensions would need to be paid off before another suspension could be put into effect.

**PROPOSITION 2 (PROP 2)** – Passed by the voters in November 2018, this measure gave the State authority to use revenue from Proposition 63, a 1% tax on income above \$1 million for mental health services, on \$2 billion in revenue bonds for homelessness prevention housing for persons in need of mental health services.

**PROPOSITION 8 (PROP 8)** – Passed by voters in 1978, this constitutional amendment to Article XIII A allows for a temporary reduction in assessed value when real property suffers a decline in value. A decline in value occurs when the *current market* value of real property is less than the *current assessed* (taxable) factored base year value as of the lien date, January 1. Proposition 8 is codified by § [51\(a\)\(2\)](#) of the Revenue and Taxation Code.

# Glossary of Budget Terms and Acronyms

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In the past few years, the Solano County Assessor has been assessing a number of real properties under their "Prop 8 value".

**PROPOSITION 10 (PROP 10)** – Passed by the voters on November 3, 1998, this measure imposed a 50-cent per pack excise tax on cigarettes and a specified excise tax on other types of tobacco products. Revenues generated were placed in a new special fund – the Children and Families First Trust Fund – to be used to fund early childhood development programs and to offset revenue losses to Proposition 99.

**PROPOSITION 12 (PROP 12)** – Passed by the voters in March 2000, this measure gave the State authority to issue \$2.1 billion in bonds to fund watershed protection, water quality improvement, wildlife habitat conservation, preservation of open space and farmland threatened by unplanned development, and to repair and improve the safety of State and neighborhood parks.

**PROPOSITION 13 (PROP 13)** – A tax limitation initiative approved by the voters in 1978. This measure provides for: (a) a one (1) percent tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness; (b) assessment restrictions establishing 1975 level values for all property with allowable increase of 2% annually and reappraisal to current value upon change in ownership and new construction; (c) a two-thirds vote requirement to increase State taxes; and (d) a two-thirds vote of the electorate for local agencies to impose "special taxes."

**PROPOSITION 30 (PROP 30)** – The Schools and Local Public Safety Act of 2012, added Article XIII Section 36 to the California Constitution. Passed by the voters on November 6, 2012, this measure increases taxes on earnings over \$250,000 for seven years and sales taxes by ¼ cent for four years, to fund schools and guarantees public safety realignment funding.

**PROPOSITION 36 (PROP 36)** – Passed by the voters on November 7, 2000, this measure changed State law so that certain adult offenders who use or possess illegal drugs would receive drug treatment and supervision in the community, rather than being sent to prison or jail. The measure also provides State funds to counties to operate drug treatment programs.

**PROPOSITION 40 (PROP 40)** – Passed by the voters in March 2002, this measure provided for a \$2.6 billion bond for natural resource conservation, parks and historical and cultural resources.

**PROPOSITION 42 (PROP 42)** – Passed by the voters in March 2002, requires the State sales tax on gasoline (18

cents per gallon) be spent for transportation purposes only. Prop 42 contains provisions that allow the money to be diverted to other purposes under certain limited circumstances, such as State fiscal difficulties. Those provisions were tightened by Prop 1A in November 2006.

**PROPOSITION 47 (PROP 47)** – Passed by the voters in November 2014, reduces penalties for current offenders convicted of nonserious and nonviolent property and drug crimes.

**PROPOSITION 56 (PROP 56)** – Passed by the voters on November 8, 2016, increased cigarette tax by \$2.00 per pack effective April 1, 2017 with equivalent increases on other tobacco products and electronic cigarettes containing nicotine.

**PROPOSITION 63 (PROP 63)** – Passed by the voters in November 2004, established a State personal income tax surcharge of 1% on taxpayers with annual taxable incomes of more than \$1 million. Funds resulting from the surcharge would be used to expand County Mental Health programs (also known as Mental Health Services Act or MHSA).

**PROPOSITION 64 (PROP 64)** – Passed by the voters on November 8, 2016, the measure legalized marijuana for adults 21 and older.

**PROPOSITION 99 (PROP 99)** – Added Article XIIIB Section 12 to the California Constitution. Passed by the voters in November 1988, this measure established a 25-cent surtax per package of cigarettes and equivalent amount on all other tobacco products sold in California. Revenues provide funding for health, health education, research and other programs.

**PROPOSITION 172 (PROP 172)** – Passed in November 1993, this measure established a ½ cent sales tax whose proceeds are used to fund eligible public safety activities.

**PROPOSITION 218 (PROP 218)** – Passed by the voters in November 1996, this measure constrained local governments' ability to impose fees, assessments and taxes through the imposition or specific criteria and requirements. All new taxes, fees and assessments require a two-thirds vote.

**PSPS** – Public Safety Power Shutoff.

**PTAF** – Property Tax Administration Fee.

**PY** – Program Year.

**PYRETHROID MANAGEMENT** – A new program requirement from the State Water Resources Control Board that requires the County to reduce usage of pyrethroid-

## Glossary of Budget Terms and Acronyms

### Glossary

based insecticides through collaborative education, outreach, and reporting.

**RDA** – Redevelopment Agencies.

**REAL PROPERTY** – Land and the structures attached to it.

**RECIDIVISM** - Relapse into criminal behavior.

**RECOMMENDED BUDGET** – The working document for the fiscal year under discussion.

**RE-ENTRY** – the act of transitioning parolees or probationer back into the society.

**REGULAR POSITION** – Any permanent position in the County’s classification system approved and funded by the Board of Supervisors.

**REIMBURSEMENT** – Payment received for services and supplies expended on behalf of another institution, agency or person.

**RESERVE** – An account used to set aside and maintain a portion of fund equity, which is legally or contractually restricted for future use or not available for expenditure.

**REVENUE** – Money received to finance ongoing County services. Examples are property taxes, sales taxes, fees, and State and federal grants.

**RFMP** – Regional Flood Management Plan.

**RFP** – Request for Proposals.

**RMRA** – Road Maintenance and Rehabilitation Account.

**RNVWD** – Rural North Vacaville Water District.

**ROV** – Registrar of Voters.

**RTIF** – Regional Transportation Improvement Funds.

**RULE 810** – Refers to Rules promulgated by the Administrative Office of the Court, which defines expenditures eligible for funding local courts through the Trial Court Budget Commission.

**SACPA** – Substance Abuse and Crime Prevention Act of 2000. (see Prop 36)

**SAFE** – Sexual Assault Felony Enforcement (Team).

**SALARIES AND EMPLOYEE BENEFITS** – An object (category) of expenditure, which establishes all expenditures for employee-related costs.

**SALARY SAVINGS** – The dollar amount of salaries expected to be saved due to vacancies and turnover of employees.

**SAMHSA** – Substance Abuse and Mental Health Services Administration.

**SART** – Sexual Assault Response Team. An organized group of professionals who help victims of sexual assault to navigate the complexities of medical, emotional, and legal issues along with the associated procedures.

**SB** – Senate Bill.

**SB 1, THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017** – Signed into law on April 28, 2017. This legislative package proposes to invest \$54 billion over the next decade to fix roads, freeways and bridges in communities across California and puts more dollars toward transit and safety. These funds will be split equally between State and local investments.

**SB 2, THE BUILDING HOMES AND JOBS ACT** – Signed into law by Governor Jerry Brown on September 29, 2017 and effective January 1, 2018. It creates a \$75 fee on certain real estate transaction documents when they are recorded, capped at \$225 per transaction. The fee does not apply to sales of residential and commercial properties but instead to other transactions like mortgage refinancing and county fixture filings.

**SB 823** – Juvenile Justice Realignment. Outlines the closure of the California Department of Corrections and Rehabilitation, Division of Juvenile Justice (DJJ). Beginning July 1, 2021, a youth shall not be committed to the Department of Corrections and Rehabilitation, DJJ. Youth who would have previously been eligible for DJJ commitments must generally remain under the care and custody of the local probation department, except for a limited population of youth who meet specified criteria. Youth committed to DJJ before July 1, 2021 may remain there until discharged, released, or otherwise moved pursuant to law.

**SB 1022/ROURK VOCATIONAL TRAINING CENTER** – Passed on June 27, 2012, this provided up to \$500 million in lease revenue bond financing for the Adult Local Criminal Justice Facilities Construction Program to acquire, design, and construct adult local criminal justice facilities. On January 29, 2019, the County dedicated its new SB 1022-funded facility the Rourk Vocational Training Center.

**SB 1437** – Effective January 2019, this law amended Penal Code 1170.95 by creating a process by which an inmate convicted of accomplice liability for felony murder under a theory of murder (did not commit or intend to commit the act) may petition to have their conviction vacated and re-sentenced. These petitions must be reviewed by the District Attorney and a response provided within 60 days and may

# Glossary of Budget Terms and Acronyms

## Glossary

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require the Public Defender to provide legal assistance to the inmate. It also prohibits new murder charges under the theory of murder. By requiring the participation of district attorneys and public defenders in the resentencing process, this bill imposed a State-mandated local program.

**SBA** – Small Business Administration.

**SBDC** – Small Business Development Center.

**SCFA** – Solano County Fair Association.

**SCHEDULE** – A listing of financial data in a form and manner prescribed by the State Controller's Office.

**SCHEDULE 1** – A summary of the financing sources and financing uses for all funds, including governmental-type funds (general, special revenue, capital projects, and debt service) as well as enterprise, internal service, special districts and other agencies governed by the Board of Supervisors. Independent special districts are excluded from this schedule.

**SCHEDULE 2** – A summary of financing sources and financing uses of only County Governmental funds consisting of general, special revenue, capital projects, and debt service funds. Fiduciary, enterprise, internal service funds, special districts and other agencies are excluded from Schedule 2.

**SCHEDULE 3** – Presents various components of actual or estimated Fund Balance. Encumbrances, nonspendable, restricted, committed and assigned Fund Balances are subtracted from actual or estimated total Fund Balance to determine the amount of Fund Balance that is available as of June 30 of the preceding budget year, and therefore available for budgetary requirements.

**SCHEDULE 4** – Presents all amounts reserved or designated and unavailable for financing budgetary requirements in the budget year.

**SCHEDULE 5** – Consists of two sections. The first section summarizes the additional financing sources by revenue category for the governmental funds, as defined in Chapter 6 of the "Accounting Standards and Procedures for Counties." The second section summarizes the additional financing sources by fund within the governmental funds. The totals of the summarization by source must agree with the totals of the summarization by fund.

**SCHEDULE 6** – Presents additional financing sources for each governmental fund in accordance with the Chart of Accounts as prescribed in Chapter 7 of the "Accounting Standards and Procedures for Counties."

**SCHEDULE 7** – Consists of two sections. The first section summarizes the total financing uses by function, appropriations for contingencies and provisions for new or increased reserves and designations for the governmental funds, as defined in Chapter 7 of the "Accounting Standards and Procedures for Counties." The second section summarizes the financing uses by fund.

**SCHEDULE 8** – A summary of financing uses by function, activity and budget unit for the governmental funds.

**SCHEDULE 9** – Prepared to meet requirements for disclosing financing sources and uses as covered in Section 29006 of the Budget Act. All financing sources shall be classified by source, as defined in Chapter 7 of the "Accounting Standards and Procedures for Counties." All financing uses, including both specific and contingent by object category, are presented in this schedule. A separate schedule is required for each budget unit having activity within the County's governmental funds.

**SCHEDULE 10** – Reflects all Internal Service Funds as defined in Chapter 13 of "Accounting Standards and Procedures for Counties." The schedule meets the requirement of Government Code (GC) §29141.

**SCHEDULE 11** – Reflects all Enterprise funds as defined in Chapter 13 of "Accounting Standards and Procedures for Counties." The schedule meets the requirements of Government Code (GC) §29141.

**SCHEDULE 12** – This is the counterpart of Schedule 2 of the County budget forms. The basic discussion of Schedule 2 applies to this schedule. This schedule is a summary of financing sources and financing uses of special districts whose affairs and finances are under the supervision and control of the Board of Supervisors as provided in Section 29002.

**SCHEDULE 13** – Discloses the various components of actual or estimated Fund Balance. Encumbrances, nonspendable, restricted, committed, and assigned Fund Balances are subtracted from actual or estimated total Fund Balance to determine the amount of Fund Balance which is available as of June 30 of the preceding budget year, and therefore available for current budgetary requirements.

**SCHEDULE 14** – Presents amounts reserved or designated and unavailable for financing budgetary requirements in the budget year.

**SCHEDULE 15** – Discloses the financing sources and financing uses by object for each dependent special district and other agency whose affairs and finances are under the supervision and control of the Board of Supervisors as provided in Section 29002.

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## Glossary

**SCIPS** – Solano County Integrated Property Systems. Provides information management systems and related services in a timely manner to those County departments responsible for the administration of property tax and the recording of official documents.

**SCWA** – Solano County Water Agency.

**SDHS** – State Department of Health Services.

**SECURED ROLL** – Assessed value of real property, such as land, buildings, secured personal property or anything permanently attached to land as determined by each County Assessor.

**SECURED TAXES** – Taxes levied on real properties in the County that can be "secured" by a lien on the properties.

**SEMSC** – Solano Emergency Medical Services Cooperative.

**SERVICES AND SUPPLIES** – An object (category) of expenditure that establishes expenditures for the operating expenses of County departments and programs.

**SFCS** – Solano Family and Children's Services. (See Proposition 10)

**SFJC** – Solano Family Justice Center. (See Solano Family Justice Center)

**SGMA** – Sustainable Groundwater Management Act.

**SLESF** – Supplemental Law Enforcement Services Fund. Funded by the State's Citizen's Option for Public Safety program.

**SMSF** – Suisun Marsh Specific Fund.

**SOLANO EDC** – Solano Economic Development Corporation.

**SOLANO FAMILY JUSTICE CENTER** – The Solano Family Justice Center (SFJC) is a service center for victims of domestic violence, sexual assault, child abuse and elder abuse.

**SOLNET** – Solano Narcotics Enforcement Team.

**SPECIAL DISTRICT** – Independent unit of local government generally organized and funded through assessments to the beneficiaries of the district to perform a specific function(s) for a specific area. Examples are street lighting, waterworks, and fire departments.

**SPECIAL REVENUE FUND** – A fund used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specified purposes.

**STAY AT HOME ORDER** – Directive from a public health official to remain at home to preserve public health and safety.

**SUBJECT** – A detailed description by category of expenditure and revenue type with an object; also called an "account" or "line item." The specific names of most subobjects are designated by the State (i.e., "Small Tools and Instruments").

**SUCCESSOR AGENCIES** – Agencies responsible for winding down the affairs of the redevelopment agencies at the local level. Successor agencies manage redevelopment projects currently underway, make payments on enforceable obligations, and dispose of redevelopment assets and properties.

**SUPPLEMENTAL TAX ROLL** – The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when a change to the status of the property occurs, rather than once a year as was previously the case.

**SWP** – State Water Project.

**SWRCB** – State Water Resources Control Board.

**TAFB** – Travis Air Force Base.

**TANF** – Temporary Assistance for Needy Families. TANF was created to replace Aid to Families with Dependent Children (AFDC), Emergency Assistance (EA), and Job Opportunities and Basic Skills Training (JOBS). It provides a block grant to States to enable temporary assistance to needy families and creates new work requirements and time limits. In California, the program is known as CalWORKS.

**TAX LEVY** – Amount of tax dollars raised by the imposition of the property tax rate on the assessed valuation.

**TAX RATE** – The rate per one hundred dollars applied to the assessed valuation base necessary to produce the tax levy.

**TAX RELIEF SUBVENTION** – Funds ordinarily paid to compensate for taxes lost because of tax relief measures, such as homeowner's exemption.

**TDA** – Transportation Development Act.

**TEA 21** – Transportation Equity Act for the 21<sup>st</sup> Century.

**TEETER PLAN** – A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes as they are collected.

**TEMPORARY POSITION** – See Extra-Help.

# Glossary of Budget Terms and Acronyms

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**TRAN(S)** – Tax Revenue Anticipation Notes. Notes or warrants issued in anticipation of collection of taxes, usually retireable only from tax collections and frequently only from the proceeds of the tax levy whose collection they anticipate.

**TRIAL COURT FUNDING** – The Trial Court Funding Act of 1997 effectively separated the budgetary and administrative function of the trial courts from the County and made the State responsible for funding trial court operations. The County's fiscal responsibility is limited to a Maintenance of Effort.

**TRUST FUND** – A fund used to account for assets held by a government in a trustee capacity.

**UAAL** – Unfunded Accrued Actuarial Liability.

**UNALLOCATED REVENUES** – Revenues that are for general purposes. Also known as discretionary, unrestricted, or local-purpose revenues.

**UNINCORPORATED AREA** – The areas of the County outside city boundaries.

**UNSECURED TAX** – A tax on properties, such as office furniture, equipment, and boats that are not secured by real property owned by the assessee.

**USE TAX** – A tax on goods purchased outside the State to prevent revenue loss from avoidance of sales taxes by means of out-of-state purchases. A use tax is also levied in order to remove inequities between purchases made within and outside the State.

**VBM** – Vote-by-Mail.

**VICTIM COMPENSATION BOARD** - The California Victim Compensation Board (CalVCB) is a State program

dedicated to providing reimbursement for many crime-related expenses to eligible victims who suffer physical injury or the threat of physical injury as a direct result of a violent crime. CalVCB funding comes from restitution paid by criminal offenders through fines, orders, penalty assessments and federal funds.

**VITAL RECORD FEE** – The County-established cost to file and/or receive a copy of a certificate of birth, death, or marriage that took place in the County.

**VLFF** – Vehicle License Fees.

**WDB** – Workforce Development Board.

**WIC** – Women, Infants, and Children.

**WIOA** – Workforce Investment and Opportunity Act. Signed into law by President Barack Obama on July 22, 2014. A United States public law that replaced the previous Workforce Investment Act of 1998 as the primary federal workforce development legislation to bring about increased coordination among federal workforce development and related programs.

**WPR** – Work Participation Rate.

**YOBG** – Youthful Offender Block Grant. Provided by the Board of State and Community Corrections, the funding is for counties to deliver custody and care (i.e., appropriate rehabilitative and supervisory services) to youthful offenders who previously would have been committed to the California Department of Corrections & Rehabilitation.

**YSAQMD** – Yolo-Solano Air Quality Management District.





# SOLANO COUNTY

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