

# From the County Administrator

May 23, 2014

Members of the Board of Supervisors:

I am pleased to transmit to you the FY2014/15 Recommended Budget as a balanced budget of \$826,255,908 that overcomes many financial obstacles to successfully address the Board's strategic priorities and remains consistent with the County's fiscally prudent management policies. The Recommended Budget reflects a decrease of \$42,857,936 or 4.9% from the FY2013/14 Adopted Budget, this is primarily due to the one-time inclusion of construction costs for the new AB 900-funded Stanton Correctional Facility in FY2013/14.



The FY2013/14 Recommended Budget reflects the sustained efforts to address complex local, State and Federal initiatives that place significant demands on staff time and limited resources with the objective of securing long-term results that will benefit this county, such as continued efforts to support and protect Travis Air Force Base and the Delta. The County has also been focused for several years on the ongoing implementation of programs and services stemming from State realignment, including juvenile justice services and local adjustments to accommodate state prison overcrowding (AB 109) resulting in changes to criminal offender supervision, jail sentencing, and mental health services. Most recently, we have been implementing California's version of the Affordable Care Act with the expanded medical coverage, health care access, and changes in employment and eligibility.

This Budget reflects Solano County's gradual emergence from the Great Recession with some lingering effects of that harsh economic downturn. While the assessed property tax rolls show signs of recovering values and unemployment has dropped from the high of 12.5% in January 2010 to a preliminary estimate of 7% in April 2014, Solano County lags behind the Bay Area and Sacramento in its rate of recovery, which is more due to our location between these two regions than any one factor. Reliance on federally and state-funded assistance is still higher than pre-recession levels. Nearly one out of every five residents (22.6%) in Solano County is receiving some sort of public assistance, which stresses and challenges this organization to meet the needs of the community. The expanded eligibility rules for Medi-Cal as part of the implementation of the Affordable Care Act and the addition of more than 16,000 individuals into the Medi-Cal program over the last 15 months means potentially better health care for residents in the future, but will initially impact local health care providers. The housing market continues to offer mixed signals as home prices climb and the inventory of homes for sale and the numbers of sales decline. A brighter economic sign is that the commercial activity continues to refill vacant commercial properties and reduce the available inventory. More individuals are going back to work and recent employer surveys suggest that there will be more jobs added in the coming year. The overall timid economic growth nationally, coupled with continued uncertainty over the ultimate effects of Federal Budget reductions and Sequestration and State realigned programs, requires any economic optimism to be tempered with caution.

The Recommended Budget proposes a modest 19.55 new FTE positions beyond what the Board approved during FY2013/14, which primarily addressed expanding operational needs related to the implementation of the Affordable Care Act, the 2011 Realignment of Public Safety, and Mental Health, and final preparations for bringing online the



# County of Solano

## Recommended Budget

Stanton Correctional Facility. Additional funding – from State and Federal sources as well as an improving economy – provides much of the resources to address these expanded programs and services. The Budget also reflects modest increases in employee salaries and the continued escalation of health care and retirement costs.

The FY2014/15 Recommended Budget was compiled based on the requirement that each department target and submit a “no increase” in General Fund cost budget. While achieving this was not possible in all situations, it does reflect a concerted effort by departments to offset increasing operational costs by exploring other ways to provide services without increasing expenditures. This thoughtful approach balances staffing, physical space, and how we provide services when residents want to access them through the use of automation and self-help portals.

While the County Budget for FY2014/15 is balanced, there remains a structural gap between revenues and expenses in the General Fund (although much smaller than in prior years), and we are relying on the use of one-time funding from Fund Balance to fill the gap. Going forward, we will continue to adhere to the prudent financial management policies that enabled us to weather the Great Recession and its aftermath and begin to emerge a leaner, focused organization utilizing streamlined processes and automation to assist in the delivery of services.

Crafting a balanced budget is always an arduous task. Our Department Heads and their fiscal staffs, along with members of my staff, have spent the past five months compiling data, projecting expenses, revenues, workloads and staffing needs, and meticulously reviewing programs to achieve a balanced budget. I am proud and appreciative of everyone who contributed to this very time-consuming, yet important work. I especially want to thank the CAO Budget Team who compiled the Recommended Budget: Assistant County Administrator Nancy Huston, Ron Grassi, Ian Goldberg, Michelle Heppner, Stephen Pierce, Emily Combs, Chris Rogers, Jodene Nolan, Marc Fox, and Auditor-Controller Simona Padilla-Scholtens and her staff.

In closing, I want to recognize and thank the Department Heads, the County employees, and our community partners who have continued the ongoing effort to identify opportunities to redesign services and reduce costs to enable the community to receive excellent and needed services while the County continues its efforts to address shortfalls in General Fund Revenues and comply with new mandates. As we move forward in an increasingly more positive economic posture, we must continue forging collaboration – inside and outside of the organization and at all levels – to ensure Solano County remains the place known for its partnerships and leadership in providing innovative, high quality, effective and fiscally responsible services for our residents.

Respectfully submitted,



Birgitta E. Corsello  
County Administrator

# Board of Supervisors



**Linda J. Seifert**  
Chair  
District 2



**Erin Hannigan**  
Vice Chair  
District 1



**James P. Spring**  
District 3



**John M. Vasquez**  
District 4



**Skip Thomson**  
District 5

## **SOLANO COUNTY'S MISSION**

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

## **SOLANO COUNTY'S VISION**

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

## **CORE VALUES**

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

Dignity: Treat all persons with respect

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

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

Leadership: Be personally responsible and a positive example for others

## **GOALS**

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

Ensure responsible and sustainable land use

Maintain a safe community

Invest in and for the future



**SOLANO  
COUNTY**

# Budget Team & Department Head Listings

## Budget Team

County Administrator .....	Birgitta Corsello .....	784-6100
Assistant County Administrator.....	Nancy Huston .....	784-6107
Health and Public Assistance .....	Ron Grassi.....	784-6933
Public Safety.....	Ian Goldberg .....	784-6116
General Government/Transportation/Budget Forecasting.....	Emily Combs.....	784-6113
General Government/Education .....	Chris Rogers.....	784-6481
General Government/Land Use/Economic Development.....	Stephen Pierce .....	784-6122
Legislative, Intergovernmental and Public Affairs Officer .....	Michelle Heppner.....	784-3002
Public Communications Officer .....	Matthew Davis .....	784-6111
Budget Document Production.....	Jodene Nolan.....	784-6108
General Revenues & Property Taxation .....	Simona Padilla-Scholten.....	784-6280
Indirect Cost .....	Phyllis Taynton .....	784-6288
Budget Training .....	Ray Catapang/Magen Yambao.....	784-6942

## Department Head Listing

Agricultural Commissioner-Sealer of Weights & Measures.....	Jim Allan .....	784-1310
Assessor-Recorder.....	Marc Tonnesen .....	784-6200
Auditor-Controller .....	Simona Padilla-Scholten.....	784-6280
Chief Information Officer/Registrar of Voters .....	Ira Rosenthal .....	784-6675
Cooperative Extension .....	Morgan Doran.....	784-1317
County Administrator .....	Birgitta Corsello .....	784-6100
County Counsel.....	Dennis Bunting .....	784-6140
Child Support Services.....	Pamela Posehn .....	784-3606
District Attorney .....	Don du Bain.....	784-6800
General Services.....	Mike Lango.....	784-7900
Health & Social Services.....	Ann Edwards .....	784-8400
Human Resources/Risk Management.....	Marc Fox.....	784-6170
Library.....	Bonnie Katz .....	784-1500
Probation .....	Christopher Hansen .....	784-7600
Public Defender-Conflict Public Defender .....	Lesli Caldwell.....	784-6700
Resource Management.....	Bill Emlen.....	784-6765
Sheriff-Coroner .....	Tom Ferrara .....	784-7030
Treasurer-Tax Collector-County Clerk .....	Charles Lomeli.....	784-6295
Veterans Services.....	Ted Puntillo .....	784-6590
Workforce Investment Board (WIB).....	Robert Bloom.....	864-3370

**Board of Supervisors**



Erin Hannigan  
District 1



Linda J. Seifert  
District 2



James P. Spering  
District 3



John M. Vasquez  
District 4



Skip Thomson  
District 5



County Counsel  
Dennis Bunting



County Administrator  
Birgitta Corsello

**Elected Officials**



Auditor-Controller  
Simona Padilla-Scholtens



District Attorney  
Don du Bain



Assessor-Recorder  
Marc Tonnesen



Sheriff/Coroner  
Tom Ferrara



Tax Collector/County  
Clerk/Treasurer  
Charles Lomeli

**Appointed Officials**



Ag. Comm./Sealer  
Jim Allan



General Services  
Mike Lango



Human Resources  
Marc Fox



H&SS  
Ann Edwards



Public Defender  
Lesli Caldwell



Library  
Bonnie Katz



Resource Mgmt.  
Bill Emlen



Veterans Services  
Ted Puntillo



CIO/ROV  
Ira Rosenthal



Probation  
Christopher Hansen



UC Coop Extension  
Morgan Doran



Child Support Services  
Pamela Posehn

.....Personnel/Budgetary Controls Only

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**COUNTY ADMINISTRATOR'S BUDGET MESSAGE**

DATE: May 23, 2014  
 TO: Board of Supervisors  
 FROM: Birgitta E. Corsello, County Administrator  
 SUBJECT: FY2014/15 Recommended Budget

The County Administrator's Office recommends that the Board of Supervisors conduct Budget Hearings beginning at 9:00 a.m. on June 23, 2014 and approve an Adopted Budget at the conclusion of the hearings. During the hearings, the Board will be requested to consider increasing and/or funding-additional revenue offset positions, investments in technology and County facilities, contributions to non-county agencies, reserves for unfunded liabilities and the use of one-time funds received in FY2013/14.

Included in the budget message are the following budget-related sections: 1) Budget Overview; 2) Financial Summary; 3) Funded and Unfunded Obligations and Liabilities; 4) Overview of the Federal and State Budgets; 5) FY2014/15 General Fund Recommended Budget; 6) General Fund and Fiscal Projection; 7) Pending Issues and 8) Summary of Recommendations.

**BUDGET OVERVIEW**

The FY2014/15 Recommended Budget for Governmental Funds is balanced and totals \$826,255,908 (*Schedules 1 and 2*). The total budget represents a decrease of \$42.9 million or 4.9% when compared to the FY2013/14 Adopted Budget and includes modest increases in revenues, uses fund balances, and draws from committed reserves.

<b>TOTAL FINANCING REQUIREMENTS - ALL GOVERNMENTAL FUNDS</b>				
<b>FY2014/15</b>				
<b>FUND NAME</b>	<b>FY2013/14 ADOPTED BUDGET</b>	<b>FY2014/15 RECOMMENDED</b>	<b>CHANGE</b>	<b>% CHANGE</b>
GENERAL FUND	\$ 227,930,171	\$ 212,847,196	\$ (15,082,975)	-6.6%
SPECIAL REVENUE FUNDS	571,732,687	585,083,733	13,351,046	2.3%
CAPITAL PROJECT FUNDS	46,610,154	8,063,940	(39,546,214)	-83.1%
DEBT SERVICE FUNDS	21,840,832	20,261,039	(1,579,793)	-7.2%
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>\$ 869,113,844</b>	<b>\$ 826,255,908</b>	<b>\$ (42,857,936)</b>	<b>-4.9%</b>
<b>BUDGETED POSITIONS</b>	<b>2,733.65</b>	<b>2,804.75</b>	<b>71.10</b>	<b>2.6%</b>

The most significant change is reflected in the Capital Project Funds due to the majority of construction of the new AB 900-funded Stanton Correctional Facility being completed in FY2013/14. The decrease in the General Fund is primarily due to reduced Fund Balance available anticipated at year-end, offset by higher property tax revenues, increased labor costs and increased General Fund contributions to Public Safety. The increases in the Special Revenues Funds are primarily due to growth in Federal and State mandated programs in the Public Safety and Health & Social Services funds. The increases in these two program funds are attributed to new service level requirements as a result of 2011 Public Safety Realignment (AB 109), including mental health, and the FY2013/14 implementation of the Federal Patient Protection and Affordable Care Act

(ACA). Both of these areas of County government are anticipating the need for increases in staff to provide services to meet the requirements of ongoing mandates.

The FY2014/15 Recommended Budget uses fund balances and draws down \$6.1 million from committed fund balances to meet County obligations. Any one-time revenues in excess of what was projected at Third Quarter from FY2013/14 are recommended to be used to help pay for increased unfunded liabilities for employee-related costs, including accrued leave payoff and projected PERS employer rate increases, and contributions toward deferred maintenance for County buildings.

The Recommended Budget provides for a workforce of 2,804.75 FTE positions, excluding extra help positions. This reflects an overall net increase of 71.1 FTE when comparing Adopted Budget FY2013/14 and Recommended Budget FY2014/15. In FY2013/14 51.55 FTE were added to address a variety of program service needs primarily in Public Safety and Health and Social Services. The FY2014/15 Recommended Budget includes requests for a net increase of 19.55 FTE positions. The year-over-year increase in the workforce reflects staffing needs to address new mandates and associated services related to AB 109 Public Safety Realignment, ACA, as well as cost avoidance measures and some changes in operational needs discussed in the departmental budget narratives. However, the budget does not restore or enhance general government or other program areas due to limited growth in discretionary revenues.

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

The FY2014/15 Recommended Budget addresses known revenue challenges and proposes reductions and adjustments in operating expenditures to address these challenges, while allowing for some continued investments in technology, training, and capital renewal. The Recommended Budget includes funding for technology refresh, training and support for employee development in many areas as well as succession planning, updates to County facilities and information systems to keep pace with changing needs and aging computer systems. The Budget anticipates continued collaboration with outside agencies and small investments with our community partners to leverage available Federal and State funds. The Budget includes some one-time funding of \$5.0 million for projected PERS employer rate increases, \$2.4 million for Deferred Maintenance, and \$1.6 million for the Mental Health Services Act (See Schedule 4).

Local impacts of several statewide issues are not yet known and will be addressed as the year progresses, including the next stages of implementing the Affordable Care Act and the expanded services under Medi-Cal. Another unknown is the State's proposal for accelerated sentencing credits to address prison overcrowding and the ripple effect on the realigned local public safety responsibilities. Also unclear is the Governor's Budget Plan that addresses some of the unfunded mandates and other overdue payments due to the counties in conjunction with the State's efforts to reduce its "Wall of Debt." While there is some uncertainty in current funding streams and potential new costs, what is clear is that County Department Heads and the Board can anticipate the need for continued discussions and the ongoing reviews of county programs and services in FY2014/15.

The following pages include a financial overview of the FY2014/15 Recommended Budget.

**FINANCIAL SUMMARY**

The Governmental Funds Spending Plan by Function graph portrays a total of \$826.3 million. The graph indicates the percent of the total for each of the functional areas required within the Governmental Funds part of the County Budget.

Public Protection represents the single largest category of County expenditures at 24.2% in the FY2014/15 Recommended Budget, which is an increase from the 22.3% share of the FY2013/14 Adopted Budget. Public Protection spending is projected to increase \$5.7 million in FY2014/15 with the largest contribution to this increase being AB109 2011 Public Safety Realignment duties.

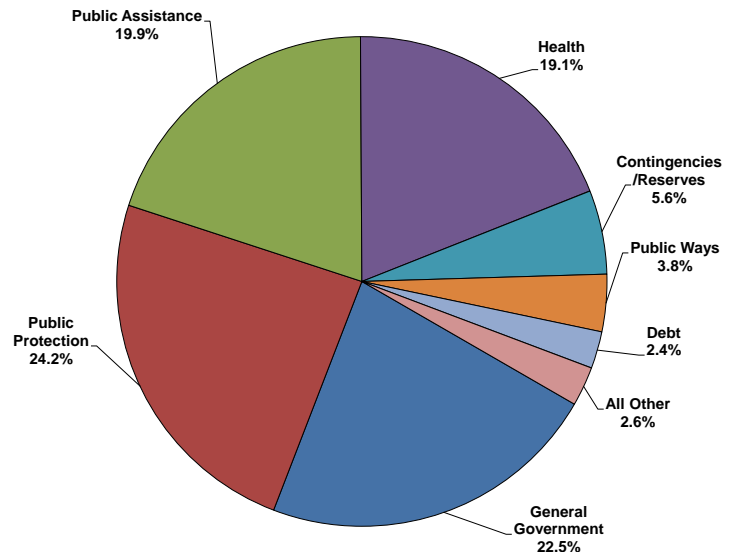
Public Assistance at 19.9% and Health at 19.1% represent the social safety net function of County government, which represents a collective increase from the 18.6% and 17.8%, respectively, in the share of projected County expenditures for FY2014/15. Public Assistance spending is projected to increase \$2.9 million and Health spending is projected to increase \$2.6 million in FY2014/15, primarily due to the continued implementation of the Affordable Care Act and other shifts in services as the State realigns its delivery of health and social services.

Contingencies & Reserves declined from a 7.9% share of the FY2013/14 Adopted Budget to a 5.6% share of the FY2014/15 Recommended Budget.

The Revenues by Source graph illustrates the different sources of funding to finance the Governmental Funds Budget. The largest revenue sources are Intergovernmental Revenue from Federal and State agencies, which collectively account for 41.7% of the FY2014/15 Recommended Budget, and generally have specific requirements on how they can be used. Intergovernmental Revenue-Federal decreased by \$9.8 million primarily due to a reduction in reimbursement for services. Intergovernmental Revenue-State decreased a net \$16.7 million due to AB 900 grant funding for the jail expansion. Taxes represent 17.4% of the FY2014/15 revenue projections, which is up from the 15.4% share in FY2013/14.

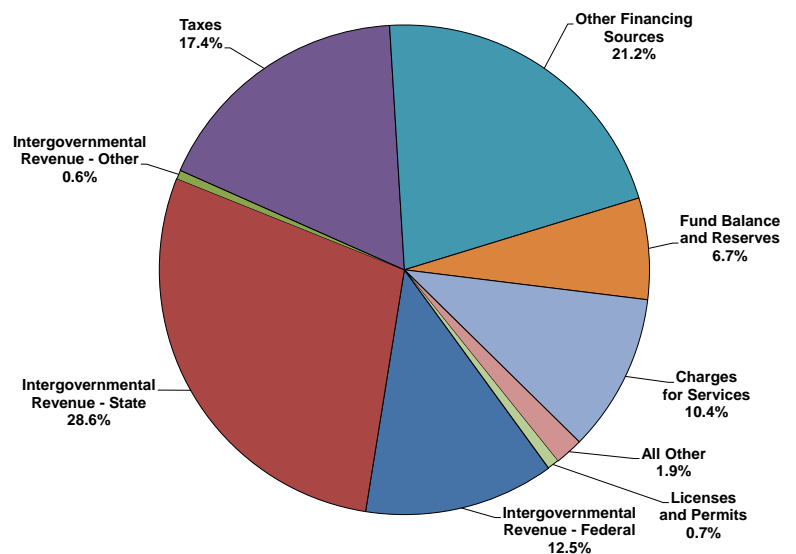
Other Financing Sources represent 21.3% share of the FY2014/15 revenues, which is an increase from 20.3% share in FY2013/14. Fund Balance and Reserves represent a 6.7% share of the FY2014/15 revenues, which is a decline from the 9.2% share in FY2013/14.

**Spending Plan by Function for FY2014/15**



**GOVERNMENTAL FUNDS**  
**Total: \$826,255,908**

**Revenues by Source for FY2014/15**



The General Fund Spending Plan (Fund 001) graph portrays a total of \$212.8 million. The Public Safety category represents the single largest category of expenditures at 42.8% in FY2014/15, which is an increase from the 39.2% share in FY2013/14. This category includes the Sheriff, District Attorney, Public Defender, Alternate Public Defender, Other Public Defense and Probation.

The General Government/All Other category represents 22.4% share in FY2014/15, a decline from 28.2% share in FY2013/14. Functions listed under this category include Agricultural Commissioner, Resource Management, Legislative, Administrative and Financing.

Health & Social Services is the third largest category of General Fund use at 9.5% of the total, which is slightly more than the 9.2% share in FY2013/14. The County's Maintenance of Effort (MOE) for the Courts is 4.3% of the total.

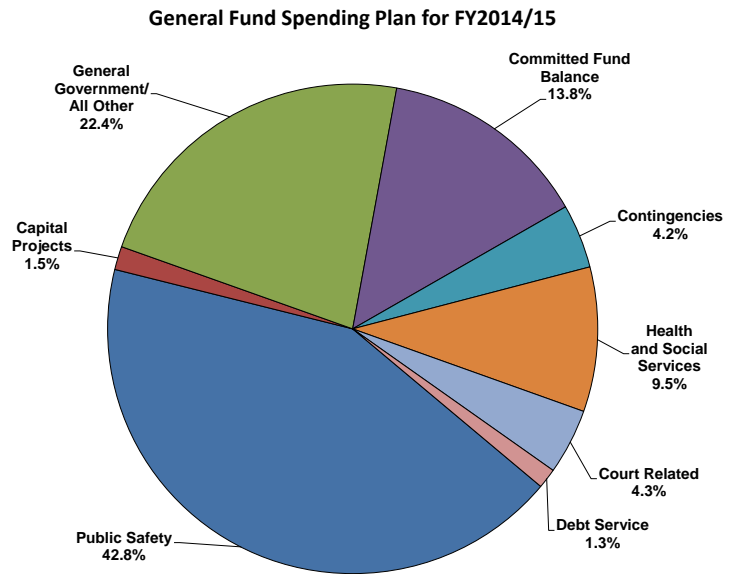
The Recommended Budget includes \$7.7 million in one-time funds that is being allocated to committed fund balances to help stabilize the impact of known future obligations on the budget.

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

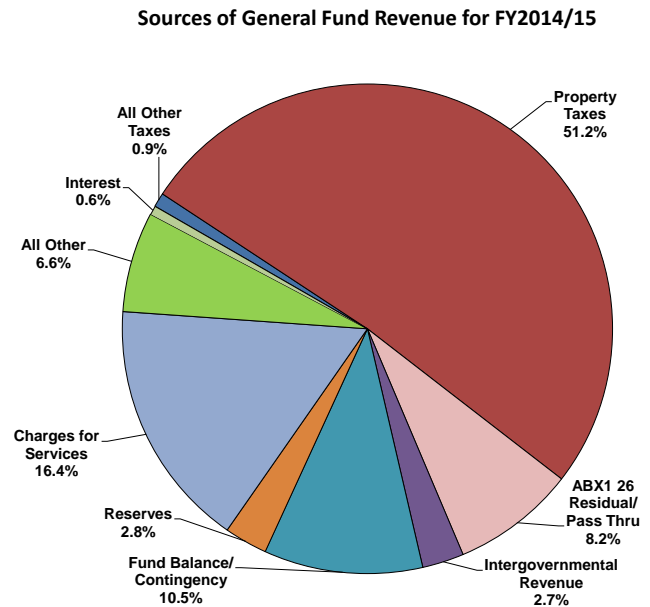
Revenues derived from property values account for over half of General Fund revenues, with Property Taxes at 51.2% and ABX1 26 Residual and Pass-Through at 8.2%. Property taxes include secured, unsecured, supplemental, unitary, property tax in lieu of Vehicle License Fee (VLF) and property transfer tax. The FY2014/15 Recommended Budget projects a net increase of \$8.7 million in these property-related revenues when compared to the FY2013/14 Adopted Budget.

The next largest category is Charges for Services at 16.4%, which includes, for example, fees, permits, licenses, property tax administration fees and reimbursements for County costs of service.

As shown, the third largest category is Fund Balance/Contingency at 10.5%. The General Fund projected Fund Balance at the end of FY2013/14 becomes a means of financing for the FY2014/15 Recommended Budget.

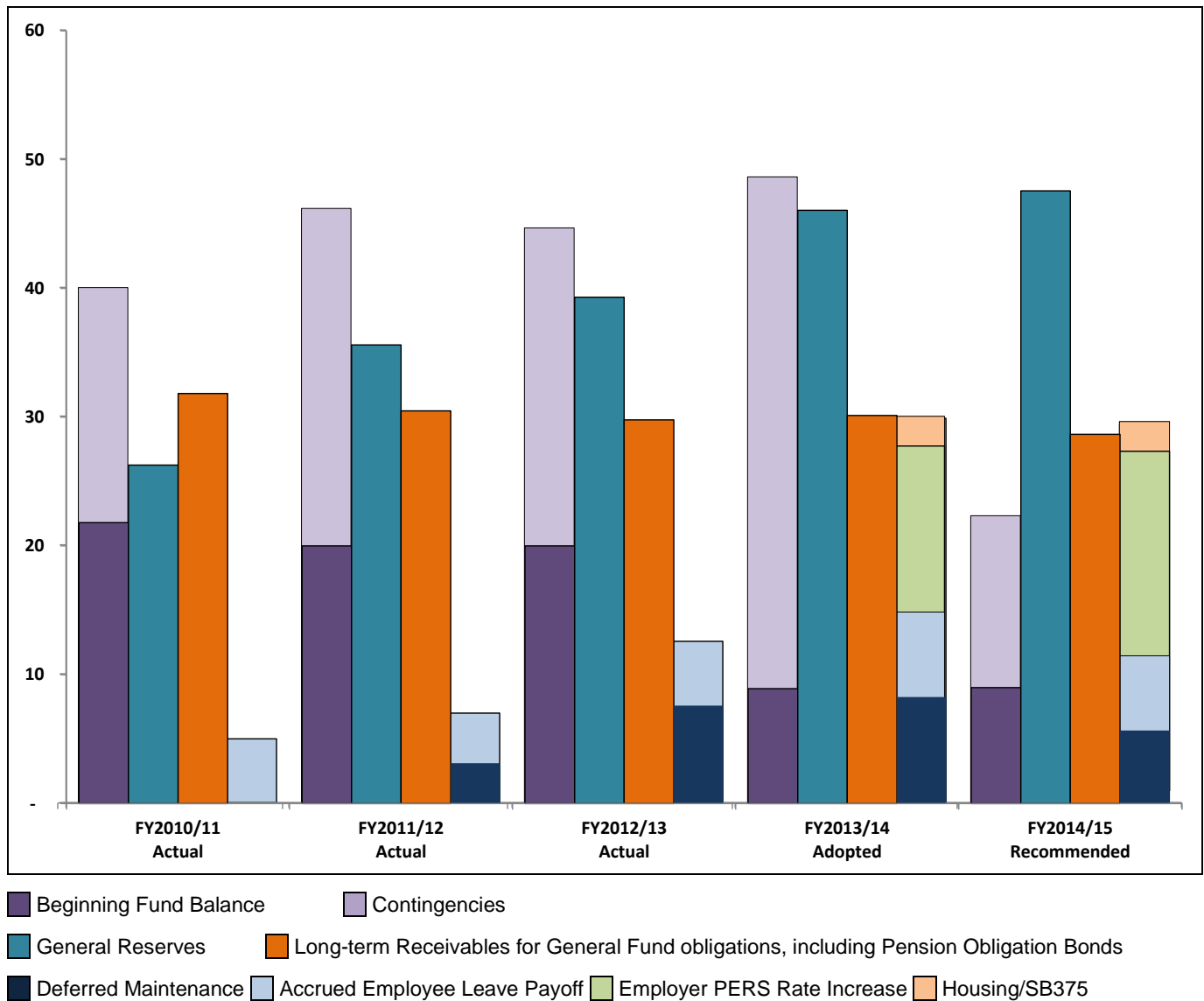


**GENERAL FUND  
Total: \$212,847,196**





History of General Fund Reserves, Designations and Fund Balance



The History of General Fund Reserves, Designations and Fund Balance graph depicts the fluctuations in the availability of key reserves and the Fund Balance as the County managed its way through the ramifications of the Great Recession and the local housing market collapse. During the hot housing market, the County grew its programs modestly and set aside excess revenues in Reserves in anticipation of an inevitable correction in the market. In establishing these Reserves, the County's intent was to draw from these resources and strategically step-down programs to align ongoing expenditures with ongoing revenues. However, the rate of decline in County revenues outpaced projections. During this period, the State implemented changes to criminal justice, health care and social services programs, as well as dissolved redevelopment agencies. These changes provided one-time revenues that augmented cost containment efforts, which allowed the County to direct resources back to these funds to ensure a sustainable source of funds to help manage future known and unknown fiscal exposures.

The FY2014/15 Recommended Budget reflects the total funding of the following committed fund balances: Deferred Maintenance at \$5.7 million, Accrued Employee Leave Payoff at \$5.8 million, Employer PERS Rate Increase at \$16 million, and Housing/SB375 implementation at \$2 million. Long-term Receivables at \$28.7 million reflects \$1.5 million in repayments in

FY2013/14, which increases General Fund Reserves to \$47.6 million. Fund Balance is projected at \$22.3 million, which includes \$9 million for Contingencies.

**FUNDED AND UNFUNDED OBLIGATIONS AND LIABILITIES - General Fund & Other Funds**

The Board adopted financial policies and over-arching principles intended to position the County in addressing the range of investments necessary for the County to sustain and provide services. In better economic times the Board consciously set monies aside to fund and finance some of these obligations, liabilities, and responsibilities. The County has weathered the past few years due to the strong fiscal policies established by the Board and the execution of those policies by the County departments. The establishment of the various General Fund Reserves and the funding of the General Reserve has allowed the County to endure the past few years. Some stabilization in the economy is anticipated for FY2014/15; however, there looms some significant unknowns that will have a financial impact on the County and further cost containment efforts may be necessary. In the following paragraphs, the unfunded obligations and potential liabilities that lie ahead are discussed.

**Accrued Leave**

In accordance with the Board's Fund Balance Policy, the Board established and maintains a General Fund Committed Fund Balance for Accrued Employee Leave Payoff. Each year the County continues to access these funds to pay for any unanticipated leave payoff that department's cannot absorb with existing appropriations. This trend is expected to continue. In fact, based on the composition of the County's aging workforce, a higher utilization of the Accrued Employee Leave Payoff funds is anticipated in FY2014/15.

**CalPERS Retirement Rates**

Actuarial changes will be implemented by CalPERS beginning in FY2015/16 through FY2019/20 (over a 5-year period) and will increase the employer rates by as much as 50%. The Board has already approved an Employer PERS Rate Increase Committed Fund Balance to help mitigate the significant future cost to the County. One-time unexpected General Fund savings at year end should be considered to increase this existing Reserve. In June, the Board will receive a report from Bartel & Associates that will give the Board updated information on the anticipated CalPERS pension costs starting in FY2015/16. As of June 30, 2012, the County's Net Pension Unfunded Actuarial Liability is estimated at \$417 million (\$323 million for Miscellaneous Employees and \$94 million for Safety Employees).

**Health Care Costs**

The County pays majority of its employees 75% of the Kaiser Permanente Family Rate (\$1,303.83 monthly) toward health insurance and a cafeteria plan. The Kaiser Family Rate has grown significantly from \$525.75 per month in 2011 to \$1,931.07 in 2014, representing a 423% increase. The FY2014/15 Budget estimates a 10% increase in the Kaiser Family Rate. Managing future cost increases for health care is extremely important; however, any changes to the amounts that the County pays employees for these costs is subject to a meet and confer process. As of June 30, 2013, the County's unfunded liability for retiree healthcare costs is \$4,035,859. The County only pays the minimum employer amount to CalPERS health plans for retired employees.

**Capital Renewal & County Facilities (Deferred Capital/Maintenance Projects)**

The protracted effects of the 2008 recession have required the Board to make strategic decisions regarding the use of available financial resources. While the first priority has been to address the delivery of current services, the Board has been making concerted efforts to reduce the operational funding deficit (gap) between ongoing revenues and ongoing expenditures. This has resulted in a focus shift on how some programs are managed and at what levels services are delivered. As part of that process, the Board has had to prioritize and balance how it can direct its limited resources toward investments that result in long-term cost reductions or cost avoidance, and still address other financial obligations related to County operations and countywide priorities.

In the area of County buildings, building systems and related infrastructure, in 2007 the Board established a committed fund balance for deferred capital/maintenance projects to fund deferred 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;

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

Since 1992, the Board has established and collected fees on residential and commercial construction within the county to aid the construction of new County facilities to handle the corresponding growth in demand for County services. (Refer to the Public Facilities Fee budget.) Annually, through the review and approval of the 5-Year Capital Facilities Improvement Plan (CIP), the Board reviews the status of County building infrastructure and maintenance needs. The Board weighs these exposures against available resources to determine how to budget for these facility demands. The CIP approved by the Board on April 18, 2014 reflects unfunded deferred maintenance and infrastructure projects for the coming five years and estimates this to be approximately \$177 million. (Refer to the Capital Projects section for CIP projects.)

The Board established a committed fund balance in the General Fund for Deferred Maintenance to set aside funds for unexpected maintenance and/or future maintenance projects in order to address the needs identified in the CIP. The Reserve has a current balance of \$3 million. It is recommended that the Board increase the reserve by \$2.7 million using the one-time revenues anticipated at the end of FY2013/14.

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

### **Federal Budget**

Earlier this year, Congress approved a long-awaited Fiscal Year 2014 omnibus appropriations package. The law provides funding for all programs, projects, and activities under the purview of federal departments and agencies – including State and local grant programs – through September 30, 2014. The law boosts federal spending by \$26 billion compared to federal Fiscal Year 2013, or \$45 billion more than required by the Budget Control Act.

The omnibus budget law is a mix of winners and potential losers in Federal funding for local grant programs. While certain programs – such as various housing, water resources, and justice initiatives – are receiving modest increases, a number of other programs are receiving moderate reductions in the current year.

It should be noted that despite the omnibus budget approval, most federal agencies are still undertaking the process of administering Fiscal Year 2014 spending programs; accordingly, mandatory and discretionary funding allocations are being made available to states and localities in the weeks and months ahead.

With regard to next Fiscal Year 2015, lawmakers in both the House and Senate recently began the process of advancing their Fiscal Year 2015 spending legislation. Because the 2014 session is truncated due to this fall's elections, appropriators intend to move the 12 individual spending bills in a timely fashion.

Additionally, House appropriators have made progress on two other Fiscal Year 2015 spending bills – the Commerce-Justice Science (CJS) measure and the Transportation-Housing and Urban Development (T-HUD) package. The full Appropriations Committee recently approved the CJS bill, which, among other things, provides funding for State and Local Law Enforcement and Criminal Justice programs. The T-HUD Appropriations Subcommittee cleared its measure, which, in addition to funding highway and transit programs, would provide \$3 billion for the Community Development Block Grant (CDBG) – a slight reduction from current spending levels.

To date, lawmakers in the House have approved two of the traditionally least controversial spending measures from 2015 – the Military Construction-Veterans Affairs (MilCon) and the Legislative Branch Appropriations bills. The measures were cleared by overwhelming bipartisan margins.

On the Senate side, appropriators are just now beginning preparations to move their Fiscal Year 2015 spending bills. Looking ahead, the Appropriations Committee intends to approve its subcommittee spending levels for Fiscal Year 2015, known as 302(b) allocations, which set the maximum desired funding for each spending package.

On March 4th, the President submitted his FY 2015 budget request to Congress. The budget request complies with the \$496 billion cap on topline Department of Defense spending agreed to in the Bipartisan Budget Act, which passed in December 2013.

Despite Air Force signals last year that they would need to eliminate the entire KC-10 fleet to achieve cost savings, the Bipartisan Budget Act provided sufficient sequester relief such that the KC-10 divestiture was not included in the FY 2015 Pentagon budget request. Secretary of Defense Chuck Hagel has said, however, if sequester level cuts were to return in FY

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2016, the Air Force would need to retire the KC-10. While the KC-46, the Air Force's new tanker was intended to replace the aging KC-135, Congressmen Garamendi and Thompson are working to ensure that if KC-10 fleet is eliminated that a replacement set of aircraft (KC-46) will backfill so that Travis AFB has not only mobility aircraft (C-5M, C-17) but tankers as well. The Governor's Office as well as the Travis Community Consortium are involved in this effort as well.

The C-5 Modernization program remains well supported and Travis AFB received its first C-5M delivery this month. Travis will receive a total of C-5M aircraft. As part of the defense budget, the Air Force announced cost saving force structure changes to its aircraft fleets. Among the changes was the designation of 4 Travis C-5M aircraft to Backup Aircraft Inventory (BAI). The BAI aircraft will be maintained and operational, but only 14 of the total 18 C-5Ms will be active at any given time due to budget constraints.

The Defense budget included a request for authorization of a Base Realignment and Closure (BRAC) round in 2017; this is the third year in a row the Pentagon has sought BRAC authority. As in the previous years, the House and Senate Armed Services Committees have rejected the Pentagon's request for BRAC. Without a BRAC there is speculation that the Services will look for other ways to reduce costs and overhead. The Secretaries have the authority to reduce personnel and missions as long as BRAC thresholds, which exist in current law, are not crossed.

While Travis AFB has several pressing military construction (MilCon) needs, there are no military construction projects in the FY 2015 Budget Request. The projects at Travis are current mission MilCon and there are very limited resources for current mission projects. Milcon funds are going to support Unified Combatant Commanders (e.g. Special Operations Command or Central Command) and new mission MilCon that support bed-downs of new aircraft (F-35, KC-46).

In late May, the House will debate and pass the FY 2015 National Defense Authorization Act (NDAA), while the Senate Armed Services Committee is marking up its NDAA. Neither the House nor Senate has scheduled markups for the FY 2015 Defense Appropriations bills at this time.

**State Budget**

In January 2014 Governor Jerry Brown released his proposed FY2014/15 budget, reflecting a total of \$6.3 billion in unanticipated revenues from FY2012/13 to FY2014/15, driven primarily by growth in personal income tax revenues. While the Governor's proposed budget calls for some significant improvements in a number of areas, it represents only a modest step toward reinvestment in public services that are critical to individuals, families, and communities. The Administration's proposal does not include any major restorations in funding for a variety of areas that were subject to deep cuts in recent years, including child care and preschool programs – which lost more than 100,000 slots in prior years – the CalWORKs welfare-to-work program, and higher education, among others.

The Governor's January Proposed Budget proposes to reduce budgetary debt to \$13.1 billion in FY2014/15 – down from \$24.9 billion in FY2013/14 and eliminates budgetary debt altogether by FY2017/18. His proposal also includes \$815 million in one-time funds for deferred maintenance of the state's existing infrastructure. In addition, the January proposal includes \$231.6 million in General Fund spending to pay interest on federal loans that cover the Unemployment Insurance Fund imbalance. The administration also proposes a constitutional amendment for the November 2014 ballot to create a "Rainy Day" fund.

On May 13, 2014, the Governor released the May Revision to his January FY2014/15 budget proposal. General Fund revenue projections remain strong. General Fund revenues at the May Revision are projected to be a net \$2.3 billion higher than what was projected in January. This increase is comprised of \$2.0 billion more in FY2013/14 and \$856 million more in FY2014/15, offset by a downward adjustment of \$513 million to FY2012/13 revenues. The State's improving revenue outlook is partly a reflection of a slow recovering economy.

The \$2.3 billion in additional revenues will not be available for new programs, instead it is proposed to be spent primarily on Medi-Cal due to caseload and other budget adjustments related to the implementation of the Affordable Care Act (about \$1.4 billion, which is discussed more below), K-12 Education as a result of the Proposition 98 funding guarantee (about \$659 million), drought-related expenditures (\$121 million), repayment to local governments a portion of existing owed mandate reimbursement claims (\$100 million), additional funding to trial court operations (\$60 million), and the rest largely on various adjustments for caseload- and enrollment-driven cost increases. Of this net \$2.3 million increase, \$1.4 billion is one-time and \$856 is projected to be ongoing.

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The Governor's proposal reduces budgetary debt (the so-called "Wall of Debt") by more than \$11 billion in FY2014/15 and includes a new plan to begin paying down unfunded liabilities in the California State Teachers' Retirement System (CalSTRS). CalSTRS is the state's second-largest pension system, serving more than 860,000 current, former, and retired public school teachers, community college instructors, and school administrators. Although legislation signed into law in 2012 will help reduce CalSTRS' long-term costs, recent estimates indicate that CalSTRS maintains an unfunded liability of more than \$70 billion.

The May Revision continues to include from the January budget a \$1.6 billion supplemental payment to pay off the Economic Recovery Bonds and \$1.6 million for the Budget Stabilization Account (the existing Rainy Day Fund established by Proposition 58 in 2004), as well as \$967 million proposed for the regular reserve. On May 15, 2014, just two days after the release of the Governor's May Revision, the State Legislature passed, with a required two-thirds vote, a new Constitutional Amendment (ACAX2 – Perez) rainy-day fund measure for the November ballot. The new measure is a bipartisan plan negotiated by the Governor for paying down California's massive debts and unfunded liabilities over the next 30 years.

In the early 2000s, the State deferred mandate reimbursements to cities, counties, and special districts due to budget problems and, by 2004, owed these local governments \$900 million. Proposition 1A (2004) requires the State to either (1) pay these local governments the costs of all outstanding claims for a mandate in the annual State budget or (2) suspend or repeal the mandate. The May Revision includes \$100 million to local governments for the pre-2004 mandate debt and notes that about 73 percent will go to counties. This amount comes earlier than expected; however, it is only a small portion of the \$900 million owed to counties, cities, and special districts. Funds will be allocated proportionally based on the total pre-2004 mandate debt owed. The May Revision includes payments of the remaining pre-2004 mandate debt in the following two fiscal years by paying the bulk of \$748 million in FY2015/16 and \$52 million in the following fiscal year.

#### Medi-Cal

The May Revision includes an additional \$1.4 billion in Medi-Cal funding to account for about 800,000 new beneficiaries who qualified for the program before the expansion under the Affordable Care Act. An increase in spending for the Medi-Cal program of \$919 million (\$417 million in FY2013/14 and \$502 million in FY2014/15) accounts for the bulk of growth in health spending, with the remainder spread across other health programs. Other expenditures related to the Medi-Cal program include \$191.2 million in funding to expand Medi-Cal mental health and substance misuse programs, \$187.2 million in funding for managed care rate increases, and \$94.4 million to enhance the technology program used to determine Medi-Cal eligibility and process Covered California applications.

Most of the growth in human services spending is concentrated in two programs – the California Work Opportunity and Responsibility to Kids (CalWORKs) and the In-Home Supportive Services (IHSS) programs. The increase for CalWORKs for FY2013/14 and FY2014/15 combined will be \$130 million above the Governor's January budget and IHSS for FY2013/14 and FY2014/15 combined will be \$240 million above the Governor's January total.

#### **FY2014/15 GENERAL FUND RECOMMENDED BUDGET**

The County's FY2014/15 Recommended Budget for the General Fund of \$212.8 million is balanced with revenues of \$184.5 million, drawdowns from committed fund balances of \$800,000 for Accrued Employee Leave Payoff, \$3.3 million for Deferred Maintenance, \$2 million for Employer PERS Rate Increase and the remainder being funded by Fund Balance.

The Recommended Budget for General Fund reflects an increase in revenues of \$8.4 million when compared to the FY2013/14 Adopted Budget of \$176.1 million. The increase in revenues is primarily attributed to an anticipated increase in Tax Revenues of \$8.8 million due to increased property values, offset by reductions in fines and fee revenues.

The Recommended Budget reflects reduced General Fund appropriations of \$212.8 million when compared to FY2013/14 Adopted Budget of \$227.9 million. The net decrease of \$15.1 million is primarily due a reduction of nearly \$20 million in one-time transfers to committed fund balances, offset by increasing costs associated with the implementation of AB 109 public safety activities.

**GENERAL FUND FISCAL PROJECTIONS**

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

The fiscal projections shown below include the FY2013/14 Third Quarter projections for comparison only. Using the FY2014/15 Recommended Budget as the starting point, revenues and expenditures are forecast through FY2016/17. While projections beyond 2017 are possible, it is more difficult to provide a meaningful longer forecast in light of the constantly changing dynamics of current conditions – the current local economy and existing deficits in the Federal and State budgets, and the still-to-be-taken actions by the Legislature and Congress and other agencies.

**Solano County  
General Fund - Fiscal Projection  
FY2014/15 Recommended Budget  
(in millions of dollars)**

	Third Quarter Projection For 6/30/14	Recommended Budget FY2014/15	Projected Budget FY2015/16	Projected Budget FY2016/17	
a	<b>General Fund, Beginning Balance</b>	\$ 48.585	\$ 22.265	\$ 20.000	\$ 20.000
	TO Reserves:				
	General Reserves	(6.591)			
	Accrued Leave Payoff	(2.435)			
	Deferred Maintenance	(3.102)	(2.673)		
	Housing/SB375	(2.000)			
	Employer CalPERS Rate Increases	(13.000)	(5.000)		
	Long-Term Receivable (Solano360 project)	(0.500)			
	ASSIGNED FB: Non-County Agencies				
b	<b>Subtotal - TO Reserves</b>	(27.628)	(7.673)	0.000	0.000
	FROM Reserves:				
	General Reserves			6.000	6.000
	Employer CalPERS Rate Increases		2.000	4.000	5.000
	Accrued Leave Payoff	0.800	0.800	0.800	0.800
	Deferred Maintenance	2.428	3.265	3.000	
	Encumbrances	.978			
c	<b>Subtotal - FROM Reserves</b>	4.206	6.065	13.800	11.800
d	<b>Net Increase (Decrease) in Funding Sources: (b+c)</b>	(23.422)	(1.608)	13.800	11.800
e	<b>TOTAL AVAILABLE FINANCING (a+d)</b>	25.163	20.657	38.800	36.8000
f	Operating Expenditures (excluding Contingencies/transfers to Reserves)	185.489	196.174	196.849	197.273
g	Contingencies	0.000	9.000	9.000	9.000
h	<b>Total Operating Expenditures</b>	185.489	205.174	205.849	206.273
i	Operating Revenues (excluding transfers from Reserves)	182.592	184.517	186.297	189.965
j	Operating Expenditures (excluding Contingencies/transfers to Reserves)	185.489	196.174	196.849	197.273
k	<b>Net Operating Revenues over (under) Expenditures [known as the Operational Deficit] (i-j)</b>	\$ (2.897)	\$ (11.657)	\$ (10.552)	\$ (7.308)

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**Revenue Assumptions - From General Revenue Projections:**

The County's General Fund Budget is financed with General Revenues (refer to Budget Unit 1101), the use of certain one-time revenues, Fund Balance, and General Reserves, if necessary. The FY2014/15 Recommended Budget includes the use of General Fund – Committed Fund Balances: \$800,000 from Accrued Employee Leave Payoff, \$3.3 million from Deferred Maintenance, \$2 million from Employer PERS Rate Increase.

The significant Revenue Assumptions from the General Revenues budget include:

- Due to an estimated 2% increase in assessed values from the FY2013/14 corrected assessment roll, the following increases are projected: \$4.1 million in Current Secured Property Taxes, \$3.1 million Taxes in Lieu revenues and \$705,000 in ABX1 26 Residual Taxes. This is offset by a reduction of \$608,000 in ABX1 26 Pass Through Revenue due to an overestimate in FY2013/14 Adopted Budget. It is anticipated assessed values will increase 2% in FY2015/16 and FY2016/17 as Solano County continues its emergence from the Great Recession and subsequent local housing market collapse.
- Supplemental Taxes are projected to increase \$750,000 due to an increase in supplemental billings as the current real estate market recovers from the economic downturn over the past several years.
- Current Unsecured Property Taxes are expected to increase \$270,000 due to increase in business property values from the wind farms. It is projected to remain flat in FY2015/16 and FY2016/17 as there are a number of appeals from large businesses that may impact these projected revenues.
- Disposal fees are projected to increase by \$1.2 million due to an expected increase in the rate and tonnages at both landfills as the economy improves.

In addition to General Revenues, the County budget is financed by Proposition 172 revenues for Public Safety and 1991/2011 realignment funds (State Sales Tax and VLF) for Health & Social Services (H&SS). While these revenues do not go directly into the General Fund, they indirectly impact the General Fund. The Recommended Budget reflects \$32 million in Prop. 172 funding, an increase of \$1.2 million; \$36.1 million in 1991 State – Local Realignment revenues, an increase of \$2.4 million; and \$36.1 million in 2011 Public Safety Realignment funds, an increase of \$1.2 million. As Prop. 172 funds increase for the County, then the General Fund contribution to the Public Safety Fund Departments may be reduced correspondingly. If Federal and State revenues come in higher than anticipated, then General Fund Contribution may be reduced as long as the County's Maintenance of Effort is met.

As of this writing, the County Administrator's Office is working with a consultant to provide update property tax projections that will be used to refine any revenue projections during the budget hearings.

**Expenditure Assumptions:**

- As discussed above, retirement costs are projected to continue to increase through FY2015/16; based on previously proposed rates from CalPERS, we have included a 7% increase in FY2014/15 and a 12.9% increase in FY2015/16.
- Health insurance costs are projected to increase 10% per year based on past rate history, but do not reflect potential impacts from ACA.
- The General Fund Contribution through FY2014/15:
  - General Fund support for Public Safety is projected to increase from \$89.8 million to \$91.5 million; a \$1.7 million increase. This increase takes into consideration salary and benefit increases, additional jail support costs associated with the 362-bed new Stanton Correctional Facility, offset by increased Prop. 172 revenues.
  - The projections for H&SS include a minimal decrease of 2% for Social Services.
- The FY2014/15 Recommended Budget includes a Contingency appropriation of \$9,000,000.

**Continuance of General Fund Deficit Reduction Strategies for FY2014/15:**

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.

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

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

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

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

**PENDING ISSUES:**

Supplemental Budget: The Recommended Budget document was prepared early in the month of May to facilitate a May release and longer review period prior to Budget Hearings in June. To accommodate the earlier release, the departmental budgets reflect only the known and approved Federal and State programs changes as of May 19, which will take effect July 1, 2014.

Historically, the County Administrator’s Office prepares a Supplemental Budget document following the completion and distribution of the Recommended Budget, as more of an administrative function, primarily to address accounting notations. To the degree possible, the Supplemental Budget may reflect additional program and service changes including possible reductions that can be expected based on the Governor’s May Revision. Unfortunately, the speed in which the California State Legislature will act on the Governor’s proposals in the May Budget Revision is unknown. With the passage of Proposition 30 – the temporary sales tax measure- the State has received some financial relief. However, as the implementation of the Affordable Care Act continues, there remains a lot of uncertainty and unknowns at the State level that could significantly distress the County’s FY2014/15 Budget (e.g. 1991 Realignment and AB 109 formula) and several other operational budgets. If this materializes in the coming weeks, the CAO and County Departments will return to the Board with additional budget recommendations.

Affordable Care Act: After the first wave of enrollments in the various insurance options under the Affordable Care Act, the number of individuals relying on Medi-Cal in Solano County increased from around 72,000 residents to more than 89,000 due in large part to expanded eligibility criteria. Operationally, there are also expansions of mental health and substance use disorder services to individuals formerly ineligible for MediCal, such as single childless adults. While Federal and State funding programs appear to address short-term funding needs of these programs, there are potential long-term funding demands that may put the County’s General Fund at risk to address future funding gaps.

AB109 Growth Factor: The budget recommended by the Solano Community Corrections Partnership (CCP) included no increase in the appropriation of AB 109 growth funds based on a yet-to-be released allocation from the Realignment Allocation Committee (RAC). The proposed allocation is still under evaluation by the RAC and is yet to be finalized. While the Recommend Budget projects no change in the AB109 growth allocation over FY2013/14, the potential exists that the final allocation will decrease. The costs associated with implementing AB 109-related programs have increased, and in the County is relying on one-time carry forward funding from prior years’ unspent allocations to fund these programs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. 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.

Property Tax Appeals: Currently there are 771 active property tax appeals on file with the County Clerk representing \$10.59 billion (cumulative over 11 years) in assessed value. This is a significant amount given that the total annual valuation of Solano



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County is only \$41 billion. The final resolution of these appeals can have a significant impact on the County's property tax revenues in the future.

Capital Renewal and Major Maintenance – County Roads and Bridges

As required by law, the Board adopted a 5-Year Capital Investment Plan for Roads and Bridges on January 14, 2014 which shows an estimated \$8 million in unfunded road maintenance and bridge replacement projects. The Board's existing policy has been for the County to secure Federal and State funds for large projects, such as bridge replacements and major road reconstruction, and to use the local Road Fund to provide for all other required maintenance. As Federal and State funding for this area of responsibility continue to diminish, other options and further consideration regarding this area of liability and responsibility will be necessary. (Refer to Public Ways budget.)

**SUMMARY OF RECOMMENDATIONS:**

For Board consideration is recommended increases to committed fund balances as depicted in Schedule 4. In addition to these recommendations of \$2.6 million to Deferred Maintenance and \$5.0 million to the Employer PERS Rate Increase, if the amount of the General Fund's Year-end Fund Balance at June 30, 2014 exceeds the Third Quarter projections for FY2013/14, 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 FY2014/15 of any amount and to transfer year end General Fund balances to all or some of the following committed fund balances and reserves in the following manner:

1. Any amount up to \$5 million to the Employer PERS Rate Increase
2. Any amount up to \$5 million to Deferred Maintenance
3. Any amount up to \$5 million to General Fund Reserves
4. Partially or wholly payoff the outstanding principal balance of the General Fund loan for Pension Obligation Bonds

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**COUNTY ADMINISTRATOR'S BUDGET MESSAGE**

DATE: May 23, 2014  
 TO: Board of Supervisors  
 FROM: Birgitta E. Corsello, County Administrator  
 SUBJECT: FY2014/15 Recommended Budget

The County Administrator's Office recommends that the Board of Supervisors conduct Budget Hearings beginning at 9:00 a.m. on June 23, 2014 and approve an Adopted Budget at the conclusion of the hearings. During the hearings, the Board will be requested to consider increasing and/or funding-additional revenue offset positions, investments in technology and County facilities, contributions to non-county agencies, reserves for unfunded liabilities and the use of one-time funds received in FY2013/14.

Included in the budget message are the following budget-related sections: 1) Budget Overview; 2) Financial Summary; 3) Funded and Unfunded Obligations and Liabilities; 4) Overview of the Federal and State Budgets; 5) FY2014/15 General Fund Recommended Budget; 6) General Fund and Fiscal Projection; 7) Pending Issues and 8) Summary of Recommendations.

**BUDGET OVERVIEW**

The FY2014/15 Recommended Budget for Governmental Funds is balanced and totals \$826,255,908 (*Schedules 1 and 2*). The total budget represents a decrease of \$42.9 million or 4.9% when compared to the FY2013/14 Adopted Budget and includes modest increases in revenues, uses fund balances, and draws from committed reserves.

<b>TOTAL FINANCING REQUIREMENTS - ALL GOVERNMENTAL FUNDS</b>				
<b>FY2014/15</b>				
<b>FUND NAME</b>	<b>FY2013/14 ADOPTED BUDGET</b>	<b>FY2014/15 RECOMMENDED</b>	<b>CHANGE</b>	<b>% CHANGE</b>
GENERAL FUND	\$ 227,930,171	\$ 212,847,196	\$ (15,082,975)	-6.6%
SPECIAL REVENUE FUNDS	571,732,687	585,083,733	13,351,046	2.3%
CAPITAL PROJECT FUNDS	46,610,154	8,063,940	(39,546,214)	-83.1%
DEBT SERVICE FUNDS	21,840,832	20,261,039	(1,579,793)	-7.2%
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>\$ 869,113,844</b>	<b>\$ 826,255,908</b>	<b>\$ (42,857,936)</b>	<b>-4.9%</b>
<b>BUDGETED POSITIONS</b>	<b>2,733.65</b>	<b>2,804.75</b>	<b>71.10</b>	<b>2.6%</b>

The most significant change is reflected in the Capital Project Funds due to the majority of construction of the new AB 900-funded Stanton Correctional Facility being completed in FY2013/14. The decrease in the General Fund is primarily due to reduced Fund Balance available anticipated at year-end, offset by higher property tax revenues, increased labor costs and increased General Fund contributions to Public Safety. The increases in the Special Revenues Funds are primarily due to growth in Federal and State mandated programs in the Public Safety and Health & Social Services funds. The increases in these two program funds are attributed to new service level requirements as a result of 2011 Public Safety Realignment (AB 109), including mental health, and the FY2013/14 implementation of the Federal Patient Protection and Affordable Care Act

(ACA). Both of these areas of County government are anticipating the need for increases in staff to provide services to meet the requirements of ongoing mandates.

The FY2014/15 Recommended Budget uses fund balances and draws down \$6.1 million from committed fund balances to meet County obligations. Any one-time revenues in excess of what was projected at Third Quarter from FY2013/14 are recommended to be used to help pay for increased unfunded liabilities for employee-related costs, including accrued leave payoff and projected PERS employer rate increases, and contributions toward deferred maintenance for County buildings.

The Recommended Budget provides for a workforce of 2,804.75 FTE positions, excluding extra help positions. This reflects an overall net increase of 71.1 FTE when comparing Adopted Budget FY2013/14 and Recommended Budget FY2014/15. In FY2013/14 51.55 FTE were added to address a variety of program service needs primarily in Public Safety and Health and Social Services. The FY2014/15 Recommended Budget includes requests for a net increase of 19.55 FTE positions. The year-over-year increase in the workforce reflects staffing needs to address new mandates and associated services related to AB 109 Public Safety Realignment, ACA, as well as cost avoidance measures and some changes in operational needs discussed in the departmental budget narratives. However, the budget does not restore or enhance general government or other program areas due to limited growth in discretionary revenues.

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

The FY2014/15 Recommended Budget addresses known revenue challenges and proposes reductions and adjustments in operating expenditures to address these challenges, while allowing for some continued investments in technology, training, and capital renewal. The Recommended Budget includes funding for technology refresh, training and support for employee development in many areas as well as succession planning, updates to County facilities and information systems to keep pace with changing needs and aging computer systems. The Budget anticipates continued collaboration with outside agencies and small investments with our community partners to leverage available Federal and State funds. The Budget includes some one-time funding of \$5.0 million for projected PERS employer rate increases, \$2.4 million for Deferred Maintenance, and \$1.6 million for the Mental Health Services Act (See Schedule 4).

Local impacts of several statewide issues are not yet known and will be addressed as the year progresses, including the next stages of implementing the Affordable Care Act and the expanded services under Medi-Cal. Another unknown is the State's proposal for accelerated sentencing credits to address prison overcrowding and the ripple effect on the realigned local public safety responsibilities. Also unclear is the Governor's Budget Plan that addresses some of the unfunded mandates and other overdue payments due to the counties in conjunction with the State's efforts to reduce its "Wall of Debt." While there is some uncertainty in current funding streams and potential new costs, what is clear is that County Department Heads and the Board can anticipate the need for continued discussions and the ongoing reviews of county programs and services in FY2014/15.

The following pages include a financial overview of the FY2014/15 Recommended Budget.

**FINANCIAL SUMMARY**

The Governmental Funds Spending Plan by Function graph portrays a total of \$826.3 million. The graph indicates the percent of the total for each of the functional areas required within the Governmental Funds part of the County Budget.

Public Protection represents the single largest category of County expenditures at 24.2% in the FY2014/15 Recommended Budget, which is an increase from the 22.3% share of the FY2013/14 Adopted Budget. Public Protection spending is projected to increase \$5.7 million in FY2014/15 with the largest contribution to this increase being AB109 2011 Public Safety Realignment duties.

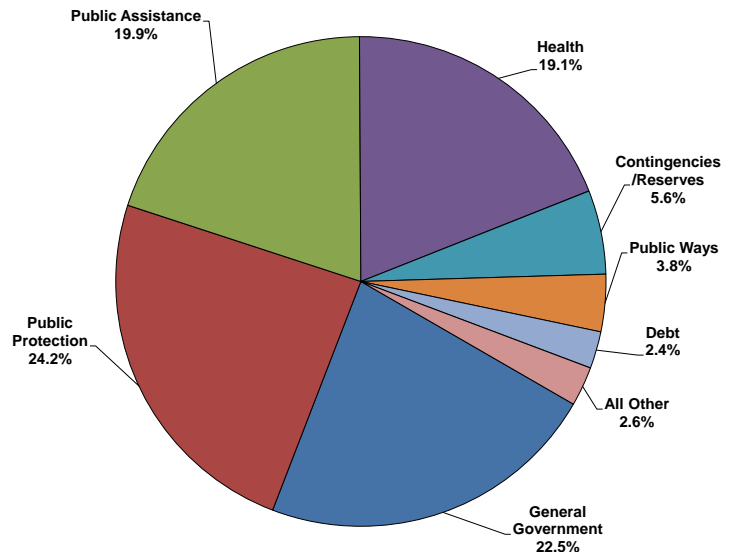
Public Assistance at 19.9% and Health at 19.1% represent the social safety net function of County government, which represents a collective increase from the 18.6% and 17.8%, respectively, in the share of projected County expenditures for FY2014/15. Public Assistance spending is projected to increase \$2.9 million and Health spending is projected to increase \$2.6 million in FY2014/15, primarily due to the continued implementation of the Affordable Care Act and other shifts in services as the State realigns its delivery of health and social services.

Contingencies & Reserves declined from a 7.9% share of the FY2013/14 Adopted Budget to a 5.6% share of the FY2014/15 Recommended Budget.

The Revenues by Source graph illustrates the different sources of funding to finance the Governmental Funds Budget. The largest revenue sources are Intergovernmental Revenue from Federal and State agencies, which collectively account for 41.7% of the FY2014/15 Recommended Budget, and generally have specific requirements on how they can be used. Intergovernmental Revenue-Federal decreased by \$9.8 million primarily due to a reduction in reimbursement for services. Intergovernmental Revenue-State decreased a net \$16.7 million due to AB 900 grant funding for the jail expansion. Taxes represent 17.4% of the FY2014/15 revenue projections, which is up from the 15.4% share in FY2013/14.

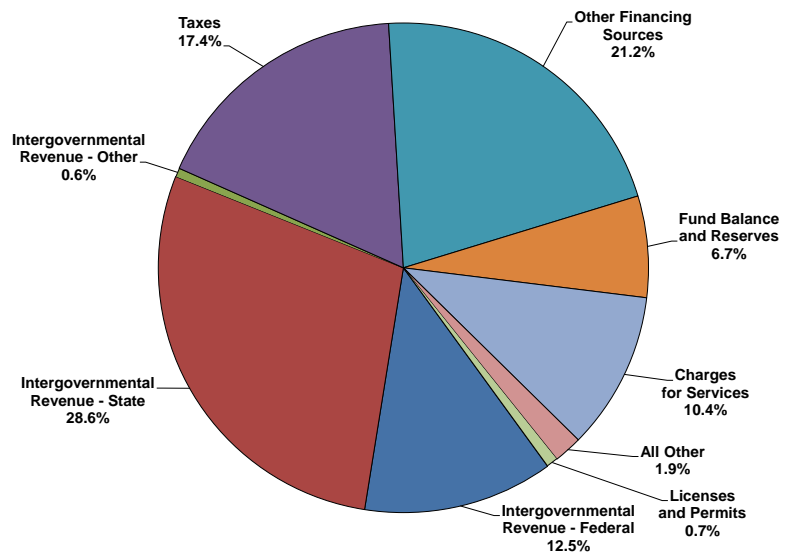
Other Financing Sources represent 21.3% share of the FY2014/15 revenues, which is an increase from 20.3% share in FY2013/14. Fund Balance and Reserves represent a 6.7% share of the FY2014/15 revenues, which is a decline from the 9.2% share in FY2013/14.

**Spending Plan by Function for FY2014/15**



**GOVERNMENTAL FUNDS**  
**Total: \$826,255,908**

**Revenues by Source for FY2014/15**



The General Fund Spending Plan (Fund 001) graph portrays a total of \$212.8 million. The Public Safety category represents the single largest category of expenditures at 42.8% in FY2014/15, which is an increase from the 39.2% share in FY2013/14. This category includes the Sheriff, District Attorney, Public Defender, Alternate Public Defender, Other Public Defense and Probation.

The General Government/All Other category represents 22.4% share in FY2014/15, a decline from 28.2% share in FY2013/14. Functions listed under this category include Agricultural Commissioner, Resource Management, Legislative, Administrative and Financing.

Health & Social Services is the third largest category of General Fund use at 9.5% of the total, which is slightly more than the 9.2% share in FY2013/14. The County's Maintenance of Effort (MOE) for the Courts is 4.3% of the total.

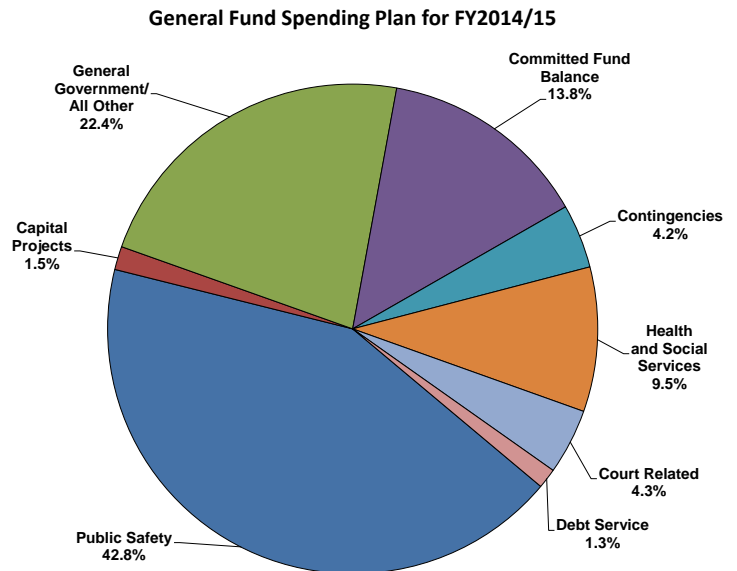
The Recommended Budget includes \$7.7 million in one-time funds that is being allocated to committed fund balances to help stabilize the impact of known future obligations on the budget.

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

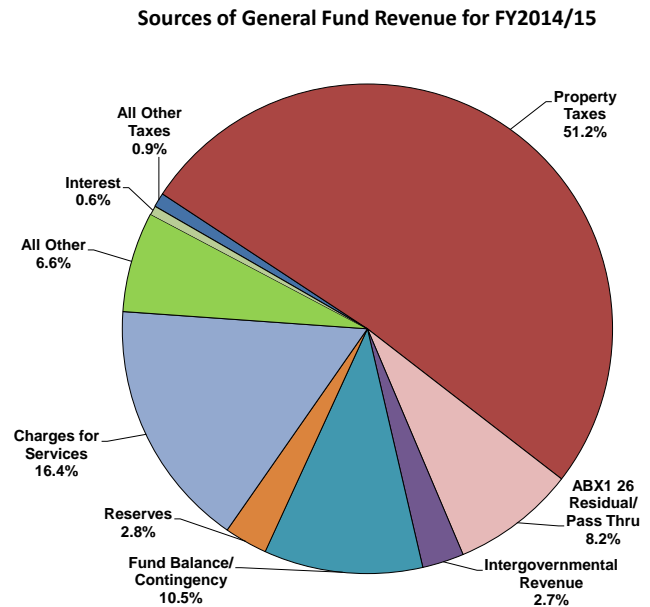
Revenues derived from property values account for over half of General Fund revenues, with Property Taxes at 51.2% and ABX1 26 Residual and Pass-Through at 8.2%. Property taxes include secured, unsecured, supplemental, unitary, property tax in lieu of Vehicle License Fee (VLF) and property transfer tax. The FY2014/15 Recommended Budget projects a net increase of \$8.7 million in these property-related revenues when compared to the FY2013/14 Adopted Budget.

The next largest category is Charges for Services at 16.4%, which includes, for example, fees, permits, licenses, property tax administration fees and reimbursements for County costs of service.

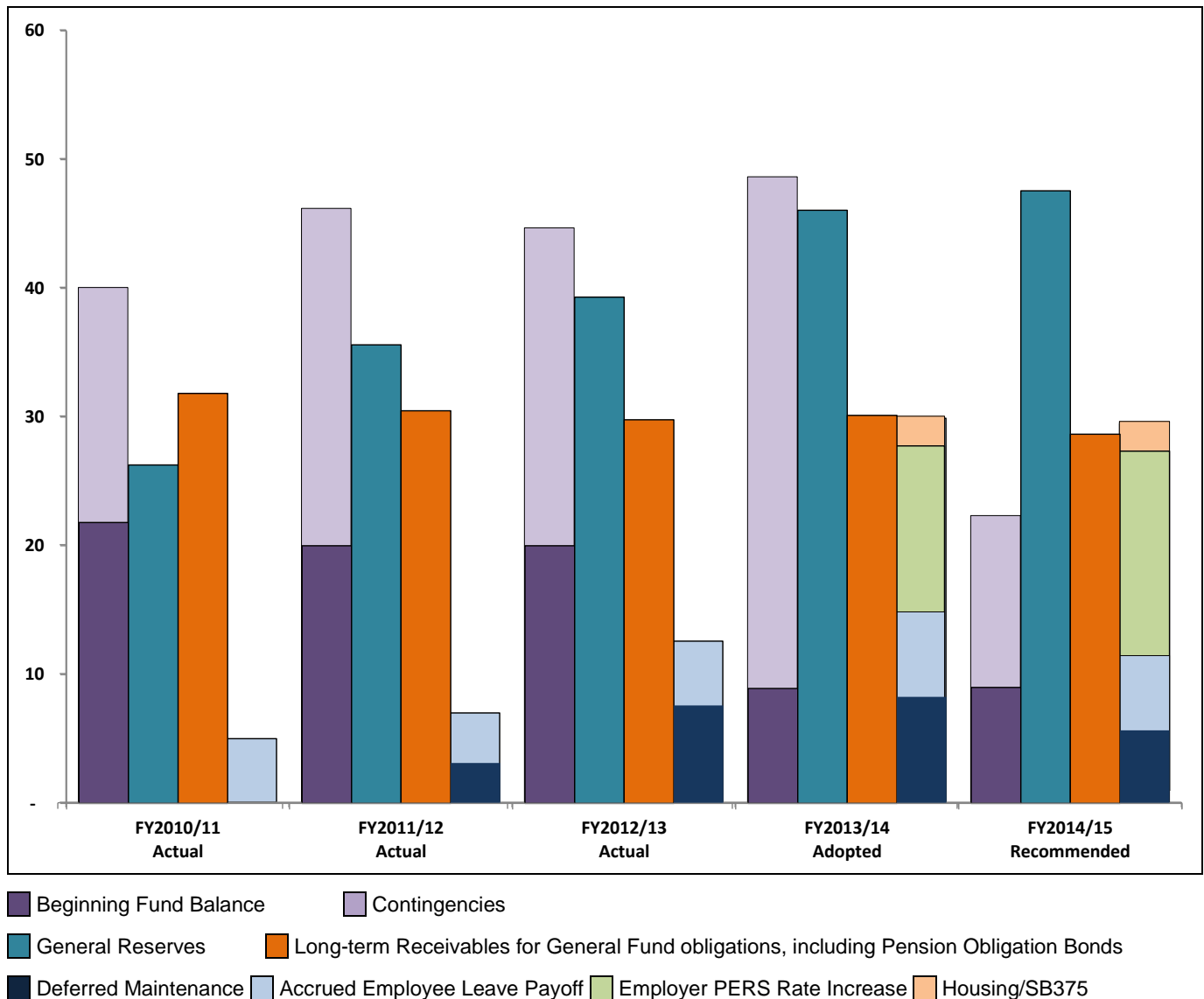
As shown, the third largest category is Fund Balance/Contingency at 10.5%. The General Fund projected Fund Balance at the end of FY2013/14 becomes a means of financing for the FY2014/15 Recommended Budget.



**GENERAL FUND  
Total: \$212,847,196**



History of General Fund Reserves, Designations and Fund Balance



The History of General Fund Reserves, Designations and Fund Balance graph depicts the fluctuations in the availability of key reserves and the Fund Balance as the County managed its way through the ramifications of the Great Recession and the local housing market collapse. During the hot housing market, the County grew its programs modestly and set aside excess revenues in Reserves in anticipation of an inevitable correction in the market. In establishing these Reserves, the County's intent was to draw from these resources and strategically step-down programs to align ongoing expenditures with ongoing revenues. However, the rate of decline in County revenues outpaced projections. During this period, the State implemented changes to criminal justice, health care and social services programs, as well as dissolved redevelopment agencies. These changes provided one-time revenues that augmented cost containment efforts, which allowed the County to direct resources back to these funds to ensure a sustainable source of funds to help manage future known and unknown fiscal exposures.

The FY2014/15 Recommended Budget reflects the total funding of the following committed fund balances: Deferred Maintenance at \$5.7 million, Accrued Employee Leave Payoff at \$5.8 million, Employer PERS Rate Increase at \$16 million, and Housing/SB375 implementation at \$2 million. Long-term Receivables at \$28.7 million reflects \$1.5 million in repayments in

FY2013/14, which increases General Fund Reserves to \$47.6 million. Fund Balance is projected at \$22.3 million, which includes \$9 million for Contingencies.

**FUNDED AND UNFUNDED OBLIGATIONS AND LIABILITIES - General Fund & Other Funds**

The Board adopted financial policies and over-arching principles intended to position the County in addressing the range of investments necessary for the County to sustain and provide services. In better economic times the Board consciously set monies aside to fund and finance some of these obligations, liabilities, and responsibilities. The County has weathered the past few years due to the strong fiscal policies established by the Board and the execution of those policies by the County departments. The establishment of the various General Fund Reserves and the funding of the General Reserve has allowed the County to endure the past few years. Some stabilization in the economy is anticipated for FY2014/15; however, there looms some significant unknowns that will have a financial impact on the County and further cost containment efforts may be necessary. In the following paragraphs, the unfunded obligations and potential liabilities that lie ahead are discussed.

**Accrued Leave**

In accordance with the Board's Fund Balance Policy, the Board established and maintains a General Fund Committed Fund Balance for Accrued Employee Leave Payoff. Each year the County continues to access these funds to pay for any unanticipated leave payoff that department's cannot absorb with existing appropriations. This trend is expected to continue. In fact, based on the composition of the County's aging workforce, a higher utilization of the Accrued Employee Leave Payoff funds is anticipated in FY2014/15.

**CalPERS Retirement Rates**

Actuarial changes will be implemented by CalPERS beginning in FY2015/16 through FY2019/20 (over a 5-year period) and will increase the employer rates by as much as 50%. The Board has already approved an Employer PERS Rate Increase Committed Fund Balance to help mitigate the significant future cost to the County. One-time unexpected General Fund savings at year end should be considered to increase this existing Reserve. In June, the Board will receive a report from Bartel & Associates that will give the Board updated information on the anticipated CalPERS pension costs starting in FY2015/16. As of June 30, 2012, the County's Net Pension Unfunded Actuarial Liability is estimated at \$417 million (\$323 million for Miscellaneous Employees and \$94 million for Safety Employees).

**Health Care Costs**

The County pays majority of its employees 75% of the Kaiser Permanente Family Rate (\$1,303.83 monthly) toward health insurance and a cafeteria plan. The Kaiser Family Rate has grown significantly from \$525.75 per month in 2011 to \$1,931.07 in 2014, representing a 423% increase. The FY2014/15 Budget estimates a 10% increase in the Kaiser Family Rate. Managing future cost increases for health care is extremely important; however, any changes to the amounts that the County pays employees for these costs is subject to a meet and confer process. As of June 30, 2013, the County's unfunded liability for retiree healthcare costs is \$4,035,859. The County only pays the minimum employer amount to CalPERS health plans for retired employees.

**Capital Renewal & County Facilities (Deferred Capital/Maintenance Projects)**

The protracted effects of the 2008 recession have required the Board to make strategic decisions regarding the use of available financial resources. While the first priority has been to address the delivery of current services, the Board has been making concerted efforts to reduce the operational funding deficit (gap) between ongoing revenues and ongoing expenditures. This has resulted in a focus shift on how some programs are managed and at what levels services are delivered. As part of that process, the Board has had to prioritize and balance how it can direct its limited resources toward investments that result in long-term cost reductions or cost avoidance, and still address other financial obligations related to County operations and countywide priorities.

In the area of County buildings, building systems and related infrastructure, in 2007 the Board established a committed fund balance for deferred capital/maintenance projects to fund deferred 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;



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

Since 1992, the Board has established and collected fees on residential and commercial construction within the county to aid the construction of new County facilities to handle the corresponding growth in demand for County services. (Refer to the Public Facilities Fee budget.) Annually, through the review and approval of the 5-Year Capital Facilities Improvement Plan (CIP), the Board reviews the status of County building infrastructure and maintenance needs. The Board weighs these exposures against available resources to determine how to budget for these facility demands. The CIP approved by the Board on April 18, 2014 reflects unfunded deferred maintenance and infrastructure projects for the coming five years and estimates this to be approximately \$177 million. (Refer to the Capital Projects section for CIP projects.)

The Board established a committed fund balance in the General Fund for Deferred Maintenance to set aside funds for unexpected maintenance and/or future maintenance projects in order to address the needs identified in the CIP. The Reserve has a current balance of \$3 million. It is recommended that the Board increase the reserve by \$2.7 million using the one-time revenues anticipated at the end of FY2013/14.

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

### **Federal Budget**

Earlier this year, Congress approved a long-awaited Fiscal Year 2014 omnibus appropriations package. The law provides funding for all programs, projects, and activities under the purview of federal departments and agencies – including State and local grant programs – through September 30, 2014. The law boosts federal spending by \$26 billion compared to federal Fiscal Year 2013, or \$45 billion more than required by the Budget Control Act.

The omnibus budget law is a mix of winners and potential losers in Federal funding for local grant programs. While certain programs – such as various housing, water resources, and justice initiatives – are receiving modest increases, a number of other programs are receiving moderate reductions in the current year.

It should be noted that despite the omnibus budget approval, most federal agencies are still undertaking the process of administering Fiscal Year 2014 spending programs; accordingly, mandatory and discretionary funding allocations are being made available to states and localities in the weeks and months ahead.

With regard to next Fiscal Year 2015, lawmakers in both the House and Senate recently began the process of advancing their Fiscal Year 2015 spending legislation. Because the 2014 session is truncated due to this fall's elections, appropriators intend to move the 12 individual spending bills in a timely fashion.

Additionally, House appropriators have made progress on two other Fiscal Year 2015 spending bills – the Commerce-Justice Science (CJS) measure and the Transportation-Housing and Urban Development (T-HUD) package. The full Appropriations Committee recently approved the CJS bill, which, among other things, provides funding for State and Local Law Enforcement and Criminal Justice programs. The T-HUD Appropriations Subcommittee cleared its measure, which, in addition to funding highway and transit programs, would provide \$3 billion for the Community Development Block Grant (CDBG) – a slight reduction from current spending levels.

To date, lawmakers in the House have approved two of the traditionally least controversial spending measures from 2015 – the Military Construction-Veterans Affairs (MilCon) and the Legislative Branch Appropriations bills. The measures were cleared by overwhelming bipartisan margins.

On the Senate side, appropriators are just now beginning preparations to move their Fiscal Year 2015 spending bills. Looking ahead, the Appropriations Committee intends to approve its subcommittee spending levels for Fiscal Year 2015, known as 302(b) allocations, which set the maximum desired funding for each spending package.

On March 4th, the President submitted his FY 2015 budget request to Congress. The budget request complies with the \$496 billion cap on topline Department of Defense spending agreed to in the Bipartisan Budget Act, which passed in December 2013.

Despite Air Force signals last year that they would need to eliminate the entire KC-10 fleet to achieve cost savings, the Bipartisan Budget Act provided sufficient sequester relief such that the KC-10 divestiture was not included in the FY 2015 Pentagon budget request. Secretary of Defense Chuck Hagel has said, however, if sequester level cuts were to return in FY

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2016, the Air Force would need to retire the KC-10. While the KC-46, the Air Force's new tanker was intended to replace the aging KC-135, Congressmen Garamendi and Thompson are working to ensure that if KC-10 fleet is eliminated that a replacement set of aircraft (KC-46) will backfill so that Travis AFB has not only mobility aircraft (C-5M, C-17) but tankers as well. The Governor's Office as well as the Travis Community Consortium are involved in this effort as well.

The C-5 Modernization program remains well supported and Travis AFB received its first C-5M delivery this month. Travis will receive a total of C-5M aircraft. As part of the defense budget, the Air Force announced cost saving force structure changes to its aircraft fleets. Among the changes was the designation of 4 Travis C-5M aircraft to Backup Aircraft Inventory (BAI). The BAI aircraft will be maintained and operational, but only 14 of the total 18 C-5Ms will be active at any given time due to budget constraints.

The Defense budget included a request for authorization of a Base Realignment and Closure (BRAC) round in 2017; this is the third year in a row the Pentagon has sought BRAC authority. As in the previous years, the House and Senate Armed Services Committees have rejected the Pentagon's request for BRAC. Without a BRAC there is speculation that the Services will look for other ways to reduce costs and overhead. The Secretaries have the authority to reduce personnel and missions as long as BRAC thresholds, which exist in current law, are not crossed.

While Travis AFB has several pressing military construction (MilCon) needs, there are no military construction projects in the FY 2015 Budget Request. The projects at Travis are current mission MilCon and there are very limited resources for current mission projects. Milcon funds are going to support Unified Combatant Commanders (e.g. Special Operations Command or Central Command) and new mission MilCon that support bed-downs of new aircraft (F-35, KC-46).

In late May, the House will debate and pass the FY 2015 National Defense Authorization Act (NDAA), while the Senate Armed Services Committee is marking up its NDAA. Neither the House nor Senate has scheduled markups for the FY 2015 Defense Appropriations bills at this time.

**State Budget**

In January 2014 Governor Jerry Brown released his proposed FY2014/15 budget, reflecting a total of \$6.3 billion in unanticipated revenues from FY2012/13 to FY2014/15, driven primarily by growth in personal income tax revenues. While the Governor's proposed budget calls for some significant improvements in a number of areas, it represents only a modest step toward reinvestment in public services that are critical to individuals, families, and communities. The Administration's proposal does not include any major restorations in funding for a variety of areas that were subject to deep cuts in recent years, including child care and preschool programs – which lost more than 100,000 slots in prior years – the CalWORKs welfare-to-work program, and higher education, among others.

The Governor's January Proposed Budget proposes to reduce budgetary debt to \$13.1 billion in FY2014/15 – down from \$24.9 billion in FY2013/14 and eliminates budgetary debt altogether by FY2017/18. His proposal also includes \$815 million in one-time funds for deferred maintenance of the state's existing infrastructure. In addition, the January proposal includes \$231.6 million in General Fund spending to pay interest on federal loans that cover the Unemployment Insurance Fund imbalance. The administration also proposes a constitutional amendment for the November 2014 ballot to create a "Rainy Day" fund.

On May 13, 2014, the Governor released the May Revision to his January FY2014/15 budget proposal. General Fund revenue projections remain strong. General Fund revenues at the May Revision are projected to be a net \$2.3 billion higher than what was projected in January. This increase is comprised of \$2.0 billion more in FY2013/14 and \$856 million more in FY2014/15, offset by a downward adjustment of \$513 million to FY2012/13 revenues. The State's improving revenue outlook is partly a reflection of a slow recovering economy.

The \$2.3 billion in additional revenues will not be available for new programs, instead it is proposed to be spent primarily on Medi-Cal due to caseload and other budget adjustments related to the implementation of the Affordable Care Act (about \$1.4 billion, which is discussed more below), K-12 Education as a result of the Proposition 98 funding guarantee (about \$659 million), drought-related expenditures (\$121 million), repayment to local governments a portion of existing owed mandate reimbursement claims (\$100 million), additional funding to trial court operations (\$60 million), and the rest largely on various adjustments for caseload- and enrollment-driven cost increases. Of this net \$2.3 million increase, \$1.4 billion is one-time and \$856 is projected to be ongoing.

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The Governor's proposal reduces budgetary debt (the so-called "Wall of Debt") by more than \$11 billion in FY2014/15 and includes a new plan to begin paying down unfunded liabilities in the California State Teachers' Retirement System (CalSTRS). CalSTRS is the state's second-largest pension system, serving more than 860,000 current, former, and retired public school teachers, community college instructors, and school administrators. Although legislation signed into law in 2012 will help reduce CalSTRS' long-term costs, recent estimates indicate that CalSTRS maintains an unfunded liability of more than \$70 billion.

The May Revision continues to include from the January budget a \$1.6 billion supplemental payment to pay off the Economic Recovery Bonds and \$1.6 million for the Budget Stabilization Account (the existing Rainy Day Fund established by Proposition 58 in 2004), as well as \$967 million proposed for the regular reserve. On May 15, 2014, just two days after the release of the Governor's May Revision, the State Legislature passed, with a required two-thirds vote, a new Constitutional Amendment (ACAX2 – Perez) rainy-day fund measure for the November ballot. The new measure is a bipartisan plan negotiated by the Governor for paying down California's massive debts and unfunded liabilities over the next 30 years.

In the early 2000s, the State deferred mandate reimbursements to cities, counties, and special districts due to budget problems and, by 2004, owed these local governments \$900 million. Proposition 1A (2004) requires the State to either (1) pay these local governments the costs of all outstanding claims for a mandate in the annual State budget or (2) suspend or repeal the mandate. The May Revision includes \$100 million to local governments for the pre-2004 mandate debt and notes that about 73 percent will go to counties. This amount comes earlier than expected; however, it is only a small portion of the \$900 million owed to counties, cities, and special districts. Funds will be allocated proportionally based on the total pre-2004 mandate debt owed. The May Revision includes payments of the remaining pre-2004 mandate debt in the following two fiscal years by paying the bulk of \$748 million in FY2015/16 and \$52 million in the following fiscal year.

#### Medi-Cal

The May Revision includes an additional \$1.4 billion in Medi-Cal funding to account for about 800,000 new beneficiaries who qualified for the program before the expansion under the Affordable Care Act. An increase in spending for the Medi-Cal program of \$919 million (\$417 million in FY2013/14 and \$502 million in FY2014/15) accounts for the bulk of growth in health spending, with the remainder spread across other health programs. Other expenditures related to the Medi-Cal program include \$191.2 million in funding to expand Medi-Cal mental health and substance misuse programs, \$187.2 million in funding for managed care rate increases, and \$94.4 million to enhance the technology program used to determine Medi-Cal eligibility and process Covered California applications.

Most of the growth in human services spending is concentrated in two programs – the California Work Opportunity and Responsibility to Kids (CalWORKs) and the In-Home Supportive Services (IHSS) programs. The increase for CalWORKs for FY2013/14 and FY2014/15 combined will be \$130 million above the Governor's January budget and IHSS for FY2013/14 and FY2014/15 combined will be \$240 million above the Governor's January total.

#### **FY2014/15 GENERAL FUND RECOMMENDED BUDGET**

The County's FY2014/15 Recommended Budget for the General Fund of \$212.8 million is balanced with revenues of \$184.5 million, drawdowns from committed fund balances of \$800,000 for Accrued Employee Leave Payoff, \$3.3 million for Deferred Maintenance, \$2 million for Employer PERS Rate Increase and the remainder being funded by Fund Balance.

The Recommended Budget for General Fund reflects an increase in revenues of \$8.4 million when compared to the FY2013/14 Adopted Budget of \$176.1 million. The increase in revenues is primarily attributed to an anticipated increase in Tax Revenues of \$8.8 million due to increased property values, offset by reductions in fines and fee revenues.

The Recommended Budget reflects reduced General Fund appropriations of \$212.8 million when compared to FY2013/14 Adopted Budget of \$227.9 million. The net decrease of \$15.1 million is primarily due a reduction of nearly \$20 million in one-time transfers to committed fund balances, offset by increasing costs associated with the implementation of AB 109 public safety activities.

**GENERAL FUND FISCAL PROJECTIONS**

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

The fiscal projections shown below include the FY2013/14 Third Quarter projections for comparison only. Using the FY2014/15 Recommended Budget as the starting point, revenues and expenditures are forecast through FY2016/17. While projections beyond 2017 are possible, it is more difficult to provide a meaningful longer forecast in light of the constantly changing dynamics of current conditions – the current local economy and existing deficits in the Federal and State budgets, and the still-to-be-taken actions by the Legislature and Congress and other agencies.

**Solano County  
General Fund - Fiscal Projection  
FY2014/15 Recommended Budget  
(in millions of dollars)**

	Third Quarter Projection For 6/30/14	Recommended Budget FY2014/15	Projected Budget FY2015/16	Projected Budget FY2016/17	
a	<b>General Fund, Beginning Balance</b>	\$ 48.585	\$ 22.265	\$ 20.000	\$ 20.000
	TO Reserves:				
	General Reserves	(6.591)			
	Accrued Leave Payoff	(2.435)			
	Deferred Maintenance	(3.102)	(2.673)		
	Housing/SB375	(2.000)			
	Employer CalPERS Rate Increases	(13.000)	(5.000)		
	Long-Term Receivable (Solano360 project)	(0.500)			
	ASSIGNED FB: Non-County Agencies				
b	<b>Subtotal - TO Reserves</b>	(27.628)	(7.673)	0.000	0.000
	FROM Reserves:				
	General Reserves			6.000	6.000
	Employer CalPERS Rate Increases		2.000	4.000	5.000
	Accrued Leave Payoff	0.800	0.800	0.800	0.800
	Deferred Maintenance	2.428	3.265	3.000	
	Encumbrances	.978			
c	<b>Subtotal - FROM Reserves</b>	4.206	6.065	13.800	11.800
d	<b>Net Increase (Decrease) in Funding Sources: (b+c)</b>	(23.422)	(1.608)	13.800	11.800
e	<b>TOTAL AVAILABLE FINANCING (a+d)</b>	25.163	20.657	38.800	36.8000
f	Operating Expenditures (excluding Contingencies/transfers to Reserves)	185.489	196.174	196.849	197.273
g	Contingencies	0.000	9.000	9.000	9.000
h	<b>Total Operating Expenditures</b>	185.489	205.174	205.849	206.273
i	Operating Revenues (excluding transfers from Reserves)	182.592	184.517	186.297	189.965
j	Operating Expenditures (excluding Contingencies/transfers to Reserves)	185.489	196.174	196.849	197.273
k	<b>Net Operating Revenues over (under) Expenditures [known as the Operational Deficit] (i-j)</b>	\$ (2.897)	\$ (11.657)	\$ (10.552)	\$ (7.308)

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**Revenue Assumptions - From General Revenue Projections:**

The County's General Fund Budget is financed with General Revenues (refer to Budget Unit 1101), the use of certain one-time revenues, Fund Balance, and General Reserves, if necessary. The FY2014/15 Recommended Budget includes the use of General Fund – Committed Fund Balances: \$800,000 from Accrued Employee Leave Payoff, \$3.3 million from Deferred Maintenance, \$2 million from Employer PERS Rate Increase.

The significant Revenue Assumptions from the General Revenues budget include:

- Due to an estimated 2% increase in assessed values from the FY2013/14 corrected assessment roll, the following increases are projected: \$4.1 million in Current Secured Property Taxes, \$3.1 million Taxes in Lieu revenues and \$705,000 in ABX1 26 Residual Taxes. This is offset by a reduction of \$608,000 in ABX1 26 Pass Through Revenue due to an overestimate in FY2013/14 Adopted Budget. It is anticipated assessed values will increase 2% in FY2015/16 and FY2016/17 as Solano County continues its emergence from the Great Recession and subsequent local housing market collapse.
- Supplemental Taxes are projected to increase \$750,000 due to an increase in supplemental billings as the current real estate market recovers from the economic downturn over the past several years.
- Current Unsecured Property Taxes are expected to increase \$270,000 due to increase in business property values from the wind farms. It is projected to remain flat in FY2015/16 and FY2016/17 as there are a number of appeals from large businesses that may impact these projected revenues.
- Disposal fees are projected to increase by \$1.2 million due to an expected increase in the rate and tonnages at both landfills as the economy improves.

In addition to General Revenues, the County budget is financed by Proposition 172 revenues for Public Safety and 1991/2011 realignment funds (State Sales Tax and VLF) for Health & Social Services (H&SS). While these revenues do not go directly into the General Fund, they indirectly impact the General Fund. The Recommended Budget reflects \$32 million in Prop. 172 funding, an increase of \$1.2 million; \$36.1 million in 1991 State – Local Realignment revenues, an increase of \$2.4 million; and \$36.1 million in 2011 Public Safety Realignment funds, an increase of \$1.2 million. As Prop. 172 funds increase for the County, then the General Fund contribution to the Public Safety Fund Departments may be reduced correspondingly. If Federal and State revenues come in higher than anticipated, then General Fund Contribution may be reduced as long as the County's Maintenance of Effort is met.

As of this writing, the County Administrator's Office is working with a consultant to provide update property tax projections that will be used to refine any revenue projections during the budget hearings.

**Expenditure Assumptions:**

- As discussed above, retirement costs are projected to continue to increase through FY2015/16; based on previously proposed rates from CalPERS, we have included a 7% increase in FY2014/15 and a 12.9% increase in FY2015/16.
- Health insurance costs are projected to increase 10% per year based on past rate history, but do not reflect potential impacts from ACA.
- The General Fund Contribution through FY2014/15:
  - General Fund support for Public Safety is projected to increase from \$89.8 million to \$91.5 million; a \$1.7 million increase. This increase takes into consideration salary and benefit increases, additional jail support costs associated with the 362-bed new Stanton Correctional Facility, offset by increased Prop. 172 revenues.
  - The projections for H&SS include a minimal decrease of 2% for Social Services.
- The FY2014/15 Recommended Budget includes a Contingency appropriation of \$9,000,000.

**Continuance of General Fund Deficit Reduction Strategies for FY2014/15:**

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.

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

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

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

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

**PENDING ISSUES:**

Supplemental Budget: The Recommended Budget document was prepared early in the month of May to facilitate a May release and longer review period prior to Budget Hearings in June. To accommodate the earlier release, the departmental budgets reflect only the known and approved Federal and State programs changes as of May 19, which will take effect July 1, 2014.

Historically, the County Administrator’s Office prepares a Supplemental Budget document following the completion and distribution of the Recommended Budget, as more of an administrative function, primarily to address accounting notations. To the degree possible, the Supplemental Budget may reflect additional program and service changes including possible reductions that can be expected based on the Governor’s May Revision. Unfortunately, the speed in which the California State Legislature will act on the Governor’s proposals in the May Budget Revision is unknown. With the passage of Proposition 30 – the temporary sales tax measure- the State has received some financial relief. However, as the implementation of the Affordable Care Act continues, there remains a lot of uncertainty and unknowns at the State level that could significantly distress the County’s FY2014/15 Budget (e.g. 1991 Realignment and AB 109 formula) and several other operational budgets. If this materializes in the coming weeks, the CAO and County Departments will return to the Board with additional budget recommendations.

Affordable Care Act: After the first wave of enrollments in the various insurance options under the Affordable Care Act, the number of individuals relying on Medi-Cal in Solano County increased from around 72,000 residents to more than 89,000 due in large part to expanded eligibility criteria. Operationally, there are also expansions of mental health and substance use disorder services to individuals formerly ineligible for MediCal, such as single childless adults. While Federal and State funding programs appear to address short-term funding needs of these programs, there are potential long-term funding demands that may put the County’s General Fund at risk to address future funding gaps.

AB109 Growth Factor: The budget recommended by the Solano Community Corrections Partnership (CCP) included no increase in the appropriation of AB 109 growth funds based on a yet-to-be released allocation from the Realignment Allocation Committee (RAC). The proposed allocation is still under evaluation by the RAC and is yet to be finalized. While the Recommend Budget projects no change in the AB109 growth allocation over FY2013/14, the potential exists that the final allocation will decrease. The costs associated with implementing AB 109-related programs have increased, and in the County is relying on one-time carry forward funding from prior years’ unspent allocations to fund these programs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. 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.

Property Tax Appeals: Currently there are 771 active property tax appeals on file with the County Clerk representing \$10.59 billion (cumulative over 11 years) in assessed value. This is a significant amount given that the total annual valuation of Solano

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County is only \$41 billion. The final resolution of these appeals can have a significant impact on the County's property tax revenues in the future.

Capital Renewal and Major Maintenance – County Roads and Bridges

As required by law, the Board adopted a 5-Year Capital Investment Plan for Roads and Bridges on January 14, 2014 which shows an estimated \$8 million in unfunded road maintenance and bridge replacement projects. The Board's existing policy has been for the County to secure Federal and State funds for large projects, such as bridge replacements and major road reconstruction, and to use the local Road Fund to provide for all other required maintenance. As Federal and State funding for this area of responsibility continue to diminish, other options and further consideration regarding this area of liability and responsibility will be necessary. (Refer to Public Ways budget.)

**SUMMARY OF RECOMMENDATIONS:**

For Board consideration is recommended increases to committed fund balances as depicted in Schedule 4. In addition to these recommendations of \$2.6 million to Deferred Maintenance and \$5.0 million to the Employer PERS Rate Increase, if the amount of the General Fund's Year-end Fund Balance at June 30, 2014 exceeds the Third Quarter projections for FY2013/14, 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 FY2014/15 of any amount and to transfer year end General Fund balances to all or some of the following committed fund balances and reserves in the following manner:

1. Any amount up to \$5 million to the Employer PERS Rate Increase
2. Any amount up to \$5 million to Deferred Maintenance
3. Any amount up to \$5 million to General Fund Reserves
4. Partially or wholly payoff the outstanding principal balance of the General Fund loan for Pension Obligation Bonds

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

**PERMANENT POSITION ALLOCATION**

The FY2014/15 Recommended Budget reflects a total of 2,804.75 allocated positions, an increase of 71.1 positions higher than the FY2013/14 Adopted Budget of which 51.55 FTE were added during FY2013/14. The net difference of 19.55 FTE results from the addition of 22.5 FTE included in the FY2014/15 Recommended Budget, and offset by the deletion of 4.0 FTE due to either expiring limited terms or prior Board actions with effective dates as of June 30, 2014, and the Board approved addition of 1.0 FTE as of July 1, 2014. These changes over the past fiscal year, and the recommended increase, primarily reflects the continued implementation of the County's expanded roles in public safety and the delivery of health and social service programs.

Historically, the total number of Full Time Equivalent (FTE) positions has increased and decreased to reflect changing economic conditions and evolving operational requirements. The workforce peaked in FY2008/09 with 3,113.8 allocated positions and declined to a low of 2,497.3 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.

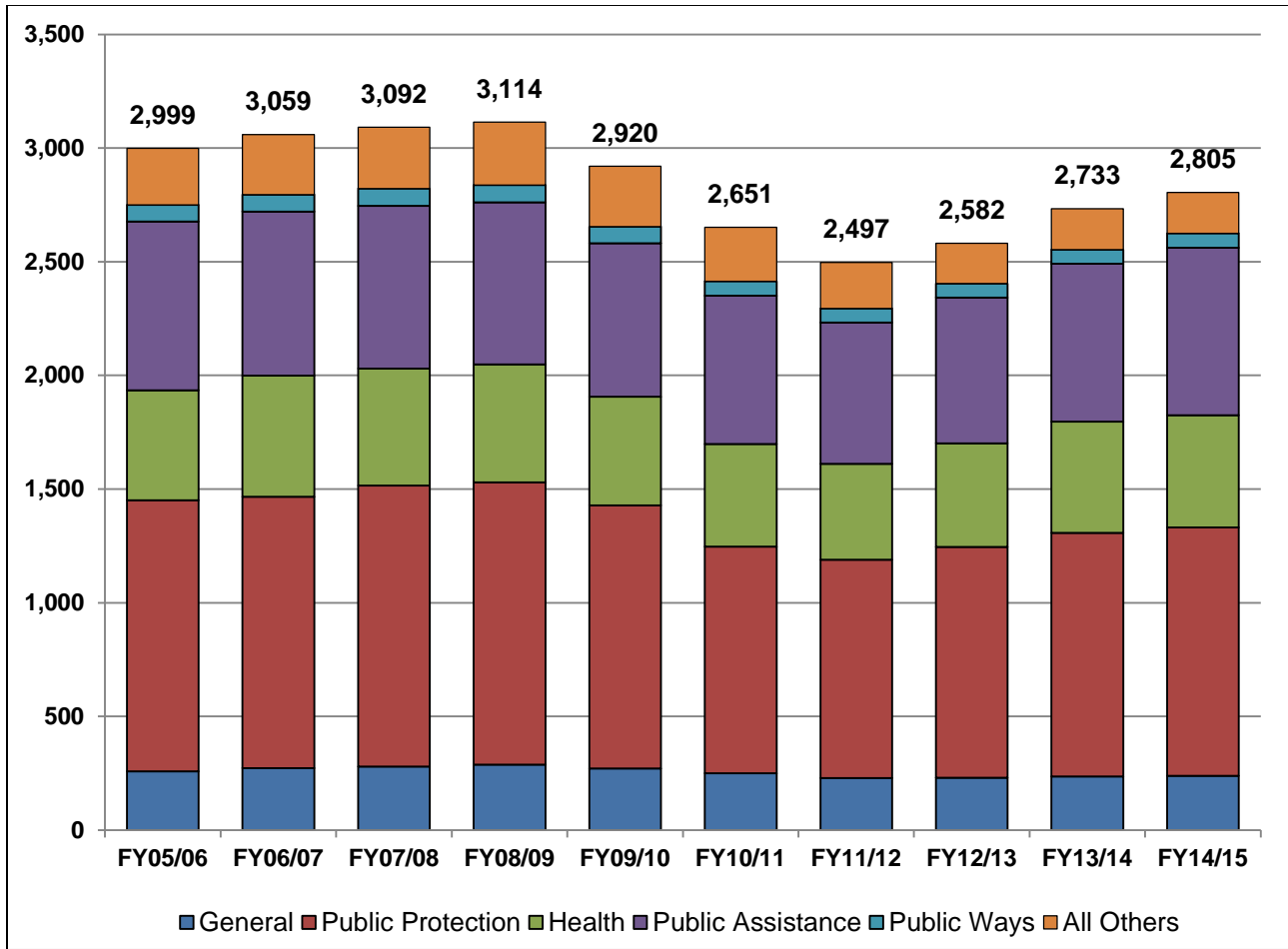
As the County was struggling to stabilize from the economic downturn, the State took actions to realign a variety of public safety and health programs to the counties. The most significant change in FY2011/12 was the AB 109 Public Safety Realignment legislation, which realigns to local government specific prisoner populations and included funding from the State to local government to hire staff in impacted departments. Sheriff, Probation, District Attorney, Public Defender and Health and Social Services (H&SS) were required to add staff in FY2011/12. Then in FY2012/13, the County added more staff related to public safety realignment as well as new positions in H&SS as the County prepared to open Federally Qualified Health Care (FQHC) clinics in Vacaville in Fall 2012, and program changes resulting from the Affordable Care Act. In FY2013/14, the County added more positions related to these realignment programs and new positions to staff the initial phase of the new Stanton Correctional Facility.

	<b>Difference from FY10/11 Adopted to FY11/12 Adopted</b>	<b>Difference from FY11/12 Adopted to FY12/13 Adopted</b>	<b>Difference from FY12/13 Adopted to FY13/14 Adopted</b>	<b>Difference from FY13/14 Adopted to FY14/15 Adopted</b>	<b>Difference from FY11/12 Adopted to FY14/15 Recommended</b>
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General Government	(21.7)	2.0	5.5	3.3	10.8
Public Protection	(36.5)	54.0	58.3	20.3	132.5
Health Services	(30.2)	34.6	33.1	3.3	71.0
Public Assistance	(29.7)	19.4	53.6	40.4	113.4
Public Ways	(2.0)	(0.5)	0.0	3.0	2.5
Education	(15.5)	(5.7)	(3.0)	(2.5)	(11.2)
Recreation	0.0	0.0	0.6	2.4	3.0
All Others	(18.5)	(19.4)	4.0	1.0	(14.4)
<b>TOTAL</b>	<b>(154.1)</b>	<b>84.3</b>	<b>152.1</b>	<b>71.1</b>	<b>307.5</b>

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

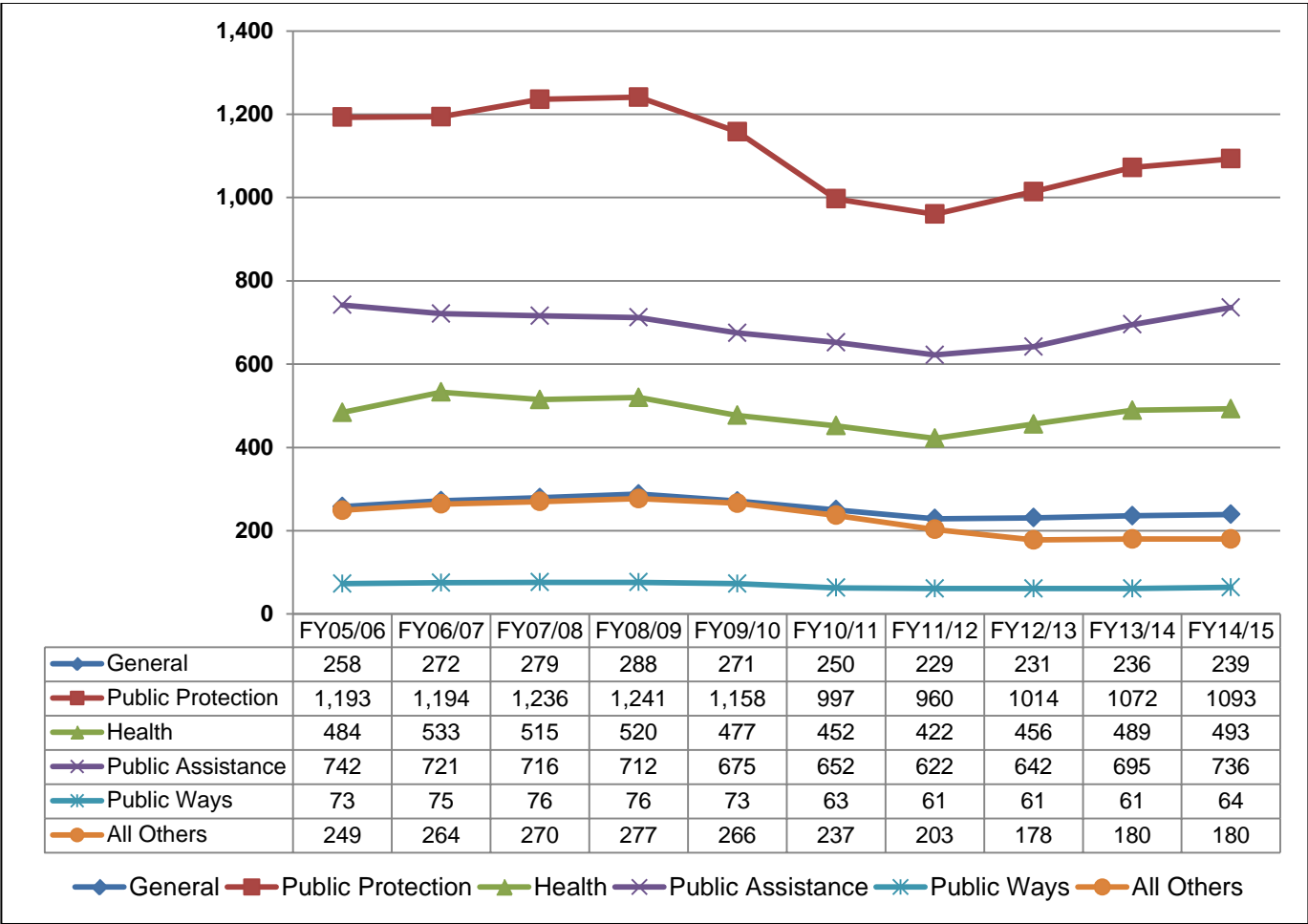
**Permanent Position Allocation by Functional Area: FY2005/06 to FY2014/15**



Function	Staffing Changes During FY2013/14	Additional Staffing Changes for FY2014/15	Total Change from FY2013/14 to FY2014/15
General Government	1.00	2.25	3.25
Public Protection	14.75	5.50	20.25
Health Services	10.50	(7.20)	3.30
Public Assistance	22.90	17.50	40.40
Public Ways	2.00	1.00	3.00
All Others	0.40	0.50	0.90
<b>ALL FUNCTIONS</b>	<b>51.55</b>	<b>19.55</b>	<b>71.10</b>

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

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



# Permanent Position Summary

## Birgitta E. Corsello, County Administrator

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### FY2014/15 POSITION ADDITIONS AND DELETIONS

The Position Allocation List is a fluid document, subject to change based on Board actions through the year in reaction to changes in Federal and State funding and mandates and available local funding for County services. The Director of Human Resources has the ability to administratively create medical or military limited-term positions to backfill for employees on extended periods of medical or military leave, and manages the expirations for limited-term positions and other administrative actions delegated to the Director of Human Resources and the County Administrator by the Board.

As the County continues to adjust allocated positions to address new State and Federal program requirements and changes in available funding, it finds itself needing to adjust staffing in response.

The County Administrator's Office is recommending a net increase of 19.55 FTE positions. This is the net result of 43.75 new FTE positions and deletion of 21.2 FTE positions for approval in the FY2014/15 Recommended Budget, and offset by 2.0 FTE expiring limited-term positions and prior Board actions with position effective dates after May 25, 2014. Prior Board actions include the deletion of 2.0 FTE Cooperative Extension Assistants in the UC Cooperative Extension to be deleted on June 30, 2014 after transitioning to UC employment and addition of 1.0 FTE Cadastral Mapping Technician II in the Assessor's Office approved as part of the Midyear Report and effective July 1, 2014.

The recommended 43.75 new FTE positions are in the following departments:

#### GENERAL GOVERNMENT

##### **1117 – General Services** – *To enhance operational reliability of the Cogeneration Utility Plant*

- 1.0 FTE Industrial Engine Mechanic / TBD (effective 7/6/14)

##### **1400 – County Counsel** – *Operational changes; offset by charges to departments*

- 0.25 FTE Legal Secretary (C) (effective 7/6/14)

#### PUBLIC PROTECTION

##### **2830 – Agriculture Commissioner / Sealer of Weights and Measures** – *Operational changes, primarily offset by State revenue*

- 1.0 FTE Agriculture Biologist / Weights and Measures Inspector (effective 8/3/14)
- 3.0 FTE Limited-Term Agriculture / Weights and Measures Aides (effective 1/4/15 to 7/15/15)

##### **6500 – District Attorney** – *Operational changes, offset by Prop 172 revenue*

- 1.0 FTE Office Assistant II (effective 7/6/14)

##### **6550 – Sheriff** – *Operational changes, offset by Prop 172 revenue*

- 2.0 FTE Deputy Sheriffs (effective 7/6/14)
- 2.0 FTE Deputy Sheriffs (effective 9/28/14)
- 1.0 FTE Legal Procedures Clerk (effective 9/28/14)
- 1.0 FTE Staff Analyst (effective 9/28/14)

##### **6650 – Probation** – *Operational changes, offset by Prop 172 revenue*

- 1.0 FTE Supervising Deputy Probation Officer (effective 7/6/14)
- 1.0 FTE Accounting Technician (effective 7/6/14)
- 1.0 FTE Senior Legal Procedures Clerk (effective 7/6/14)

##### **6540 – Alternate Defender** – *Operational changes, offset by Prop 172 revenue*

- 0.5 FTE Process Server (effective 9/28/14)

**PUBLIC WORKS**

**3020 – Public Works – *Operational changes to accommodate workload***

- 1.0 FTE Civil Engineer (effective 7/6/14)

**RECREATION**

**7000 – Resource Management - Parks – *For expanded park services***

- 1.0 FTE Park Ranger Assistant (effective 7/6/14)

**HEALTH**

**7501 – H&SS - Administration – *Administrative support, assistance with complex financial analysis, support HUD sponsored housing assistance programs, and develop an evidence based unified system of care***

- 1.0 FTE Homeless Coordinator / TBD (effective 7/6/14)
- 1.0 FTE H&SS Planning Analyst (effective 7/6/14)
- 2.0 FTE Staff Analyst (effective 7/6/14)
- 1.0 FTE Employment Services / TBD (effective 7/6/14)

**7640 – Older and Disabled Adult Services – *Increase caseload and reporting requirements for In-Home Supportive Services and Adult Protective Services***

- 1.0 FTE Office Assistant II (effective 7/6/14)
- 3.5 FTE Social Worker II (effective 7/6/14)
- 3.0 FTE Social Worker III (effective 7/6/14)

**7650 – Employment & Eligibility Services – *New requirements of AB 74 Family Stabilization in CalWORKs and dedicated supervision for outsourced personnel in medical facilities, mental health clinics and correctional settings***

- 3.0 FTE Social Worker II (effective 7/6/14)
- 1.0 FTE Social Worker III (effective 7/6/14)
- 1.0 FTE Eligibility Benefit Specialist III (effective 7/6/14)
- 1.0 FTE Eligibility Benefit Specialist Supervisor (effective 7/6/14)

**7700 – Mental Health – *IGT Strategic Plan, utilization review/quality assurance and assistance to the mentally ill homeless population***

- 1.0 FTE Mental Health Specialist II limited term to 6/30/15 (effective 7/6/14)
- 1.5 FTE Mental Health Clinician Licensed (effective 7/6/14)
- 1.0 FTE Mental Health Services Coordinator / TBD (effective 7/6/14)
- 1.0 FTE Mental Health Clinical Supervisor (effective 7/6/14)

**EDUCATION**

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

- 2.0 FTE Library Branch Managers (effective 1/4/15)

# Permanent Position Summary

## Birgitta E. Corsello, County Administrator

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### INTERNAL SERVICE FUNDS

**1870 – Information Technology** – *Operational changes to accommodate additional IT applications, offset by charges to departments*

- 1.0 FTE Systems Analyst (effective 8/3/14)

The Recommended Budget recommends the deletion 21.2 FTE regular positions that are either not funded or no longer meet the organizational needs of the County. These deletions do not include the positions deleted throughout FY2013/14 or expiring limited term positions. The positions identified for deletion in the Recommended Budget are as follows:

### GENERAL GOVERNMENT

**6901 – County Local Revenue Fund** – *Operational changes*

- 1.0 FTE Management Analyst Senior (effective 7/1/14)

### PUBLIC PROTECTION

**2480 – Child Support Services** – *Operational changes resulting from projected flat funding*

- 1.0 FTE Accounting Technician (effective 7/1/14)
- 1.0 FTE Paralegal (effective 7/1/14)

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

- 1.0 FTE Legal Procedures Clerk (effective 7/1/14)

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

- 1.0 FTE Deputy Probation Officer (effective 7/1/14)
- 1.0 FTE Accounting Clerk II (effective 7/1/14)
- 1.0 FTE Legal Procedures Clerk (effective 7/1/14)
- 1.0 FTE Clinical Service Associate (effective 7/1/14)

### HEALTH

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

- 2.0 FTE Clinic Physician Board Certified (effective 7/6/14)
- 1.0 FTE Dental Assistant Registered (effective 7/6/14)
- 0.7 FTE Nurse Practitioner / Physician Assistant (effective 7/6/14)
- 1.0 FTE Clinical Lab Scientist (effective 7/6/14)
- 3.0 FTE Accounting Clerk II (effective 7/6/14)
- 1.0 FTE Psychiatrist Board Certified (effective 7/6/14)
- 1.0 FTE Dentist Manager (effective 7/6/14)
- 1.0 FTE Senior Public Health Nurse (effective 7/6/14)
- 1.0 FTE Clinical Psychologist (effective 7/6/14)

### EDUCATION

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

- 1.0 FTE Assistant Director of Library Services (effective 1/4/15)
- 0.5 FTE Library Assistant (effective 7/6/14)

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

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The County Administrator's Office is recommending the following departmental transfer of positions, limited-term conversions to regular FTE, reclassifications, departmental operational changes due to increased position responsibilities and extensions of limited term positions as part of departmental reorganizations for approval in the FY2014/15 Recommended Budget:

**GENERAL GOVERNMENT**

**1500 – Human Resources – Operational changes, offset by charges to departments**

- Delete 1.0 FTE Human Resources Assistant and add 1.0 FTE Lead Human Resources Assistant (effective 1/4/15)

**1350 – Treasurer – Operational changes**

- Reclassify 1.0 FTE Accounting Clerk I to 1.0 FTE Accounting Clerk II (effective 7/6/14)

**1450 – Resource Management – Delta Water Activities – Administrative support and State legislation concerns**

- Extend 1.0 FTE Senior Staff Analyst (Limited Term) from July 1, 2014 through June 30, 2015 (effective 7/1/14)

**PUBLIC PROTECTION**

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

- Reclassify 1.0 FTE Accounting Technician to 1.0 FTE Accountant (effective 7/6/14)

**6500 – District Attorney – Operational changes, offset by Prop 172 revenue**

- Delete 1.0 FTE District Attorney Investigator and add 1.0 FTE District Attorney Investigator Supervising (effective 7/6/14)

**6530 – Public Defender – Operational changes**

- Convert 1.0 FTE Deputy Public Defender IV from limited-term to regular FTE (effective 7/6/14)
- Extend 1.0 FTE Legal Secretary (Limited Term) from July 20, 2014 through July 31, 2015 (effective 7/1/14)
- Add 1.0 FTE Deputy Public Defender V – transfer from the Alternate Defender's Office (effective 7/6/14)
- Delete 1.0 FTE Deputy Public Defender IV – transfer to the Alternate Defender's Office (effective 7/6/14)

**6540 – Alternate Defender – Operational changes**

- Convert 1.0 Deputy Public Defender IV from limited-term to regular FTE (effective 7/6/14)
- Extend 0.5 FTE Legal Secretary (limited term) from July 20, 2014 through July 31, 2015 (effective 7/1/14)
- Delete FTE 1.0 Deputy Public Defender V – transfer to Public Defender's Office (effective 7/6/14)
- Add 1.0 FTE Deputy Public Defender IV – transfer from Public Defender's Office (effective 7/6/14)

**6650 – Probation – Operational changes, offset by Drug Court grant revenue**

- Extend 1.0 FTE Deputy Probation Officer (Limited Term) from July 1, 2014 through July 31, 2015

**HEALTH**

**7501 – H&SS - Administration – Reclassify based on Human Resources assessment and determination**

- Reclassify 1.0 FTE Staff Analyst to 1.0 FTE Senior Staff Analyst (effective 7/6/14)
- Reclassify 1.0 FTE H&SS Financial Manager to 1.0 FTE Director of Administrative Services (effective 7/6/14)
- Reclassify 1.0 FTE Accounting Supervisor to 1.0 FTE Fiscal Services Specialist / TBD (effective 7/6/14)
- Reclassify 1.0 FTE Accountant to 1.0 FTE Senior Accountant (effective 7/6/14)
- Reclassify 2.0 FTE Accounting Clerk III to 2.0 FTE Accounting Clerk II (effective 7/6/14)

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

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**7545 – H&SS – Social Services** – *Reclassify based on Human Resources assessment and determination*

- Reclassify 2.0 FTE Accounting Clerk III to 2.0 FTE Accounting Clerk II (effective 7/6/14)
- Reclassify 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II (effective 7/6/14)

**7600 – H&SS – Child Welfare Services** – *Reclassify based on Human Resources assessment and determination*

- Reclassify 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II (effective 7/6/14)

**7640 – H&SS – Older and Disabled Adult Services** – *Reclassify based on Human Resources assessment and determination*

- Reclassify 1.0 FTE Accounting Clerk III to 1.0 FTE Accounting Clerk II (effective 7/6/14)

**7650 – H&SS – Employment and Eligibility Services** – *Reclassify based on Human Resources assessment and determination*

- Reclassify 3.0 FTE Office Assistant III to 3.0 FTE Office Assistant II (effective 7/6/14)

**7700 – H&SS - Mental Health** – *Reclassify based on Human Resources assessment and determination*

- Reclassify 1.0 FTE Senior Health Services Manager to 1.0 FTE Senior Mental Health Services Manager / TBD (effective 7/6/14)
- Reclassify 1.0 FTE Accounting Clerk III to 1.0 FTE Accounting Clerk II (effective 7/6/14)

**INTERNAL SERVICE FUNDS**

**1830 – Risk Management** – *Reclassify based on Human Resources assessment and determination*

- Reclassify 1.0 FTE Office Assistant III (C) to 1.0 FTE Office Assistant II (C) (effective 7/6/14)

**1870 – Information Technology** – *Operational changes; offset by user department charges*

- Reclassify 2.0 FTE Programmer Analyst to 2.0 FTE Systems Analyst (effective 7/6/14)
- Reclassify 1.0 FTE Systems Analyst to 1.0 FTE Senior Systems Analyst (effective 7/6/14)



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

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The following table summarizes the position allocation changes requested since FY2013/14 Adopted Budget.

<b>Summary of Positions</b>	
Net of Prior Actions by Board and Human Resources during FY2013/14 and effective as of 5/25/14	<b>51.55</b>
Net of Prior Actions by Board and effective as of 6/30/14 or later	<b>(1.00)</b>
Added in Recommended Budget	<b>43.75</b>
Deleted in Recommended Budget	<b>(21.20)</b>
Expiring Limited Term	<b>(2.00)</b>
<b>Net Added Positions</b>	<b>71.10</b>
<b>Position Allocation List</b>	
Allocated Positions in FY2013/14 Adopted Budget	<b>2,733.65</b>
Net Added Positions	<b>71.10</b>
Allocated Positions Recommended in FY2014/15 Budget	<b>2,804.75</b>

The *Permanent Position Summary* on the following pages is a digest of changes for each department from FY2009/10 through the Recommended Budget, including identifying changes occurring during FY2013/14.

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

**PERMANENT POSITION SUMMARY**

FY2009/10 Adopted Budget	FY2010/11 Adopted Budget	FY2011/12 Adopted Budget	FY2012/13 Adopted Budget	FY2013/14 Adopted Budget	FY2013/14 Adjusted as of 5/25/14	FY2014/15 Recmd. Budget	Difference Recmd. vs Adopted
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**GENERAL GOVERNMENT**

1000	Board of Supervisors	10.000	10.000	10.000	10.000	10.000	10.000	10.000	0.000
1100	County Administrator	15.000	18.000	16.000	16.000	16.000	16.000	16.000	0.000
1103	Employment Development & Training	1.000	1.000	2.000	2.000	2.000	2.000	2.000	0.000
1117	General Services	101.000	86.000	76.000	78.000	80.000	80.000	81.000	1.000
1150	Assessor	44.000	40.000	36.000	34.000	35.000	36.000	37.000	2.000
1200	Auditor/Controller	33.000	31.000	29.000	31.000	33.000	33.000	33.000	0.000
1300	Tax Collector/County Clerk	12.000	11.000	10.000	10.000	10.500	10.500	10.500	0.000
1350	Treasurer	3.000	3.000	3.000	3.000	3.000	3.000	3.000	0.000
1400	County Counsel	19.750	17.750	16.550	17.550	17.550	17.550	17.800	0.250
1451	Delta Water Activities	0.750	1.000	1.000	1.000	1.000	1.000	1.000	0.000
1500	Human Resources	18.000	17.500	17.000	17.000	17.000	17.000	17.000	0.000
1550	Registrar of Voters	11.000	12.000	10.000	10.000	10.000	10.000	10.000	0.000
1642	Real Estate Services	3.000	2.000	2.000	1.000	1.000	1.000	1.000	0.000
2930	LAFCo	2.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
<b>Total General Government</b>		<b>273.500</b>	<b>250.250</b>	<b>228.550</b>	<b>230.550</b>	<b>236.050</b>	<b>237.050</b>	<b>239.300</b>	<b>3.250</b>

**PUBLIC PROTECTION**

6500	District Attorney	141.000	123.000	110.000	108.500	117.250	120.000	120.000	2.750
2480	Department of Child Support Services	107.000	107.000	105.000	106.000	107.000	107.000	105.000	(2.000)
6530	Public Defender	66.000	56.000	52.000	54.000	57.500	58.500	58.500	1.000
6540	Public Defender - Alternate	16.000	18.000	17.000	17.500	20.000	19.000	19.500	(0.500)
6550	Sheriff	489.500	406.500	409.000	432.000	454.000	463.000	469.000	15.000
6650	Probation	226.500	185.000	169.500	198.500	215.500	216.500	214.500	(1.000)
5500	Office of Family Violence Prevention	4.000	3.000	5.000	5.000	5.000	5.000	5.000	0.000
6901	County Local Revenue Fund	0.000	0.000	0.000	0.000	1.000	1.000	0.000	(1.000)
2830	Agricultural Commissioner	22.000	20.000	17.500	17.500	18.000	18.000	22.000	4.000
2850	Animal Care Services	16.000	16.000	16.000	16.000	21.000	22.000	22.000	1.000
2909	Recorder	12.000	13.000	13.000	14.000	13.000	13.000	13.000	0.000
2910	Resource Management	56.000	47.000	45.000	44.000	43.000	44.000	44.000	1.000
3250	CAL-MMET	2.000	2.000	1.000	1.000	0.000	0.000	0.000	0.000
<b>Total Public Protection</b>		<b>1158.000</b>	<b>996.500</b>	<b>960.000</b>	<b>1014.000</b>	<b>1072.250</b>	<b>1087.000</b>	<b>1092.500</b>	<b>20.250</b>

**PUBLIC WORKS**

3010	Public Works	73.500	63.500	61.500	61.000	61.000	63.000	64.000	3.000
<b>Total Public Works</b>		<b>73.500</b>	<b>63.500</b>	<b>61.500</b>	<b>61.000</b>	<b>61.000</b>	<b>63.000</b>	<b>64.000</b>	<b>3.000</b>

**HEALTH SERVICES**

7550	Public Guardian (1)	14.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
7690	In-Home Supportive Services	6.000	4.000	3.750	3.750	5.000	5.000	5.000	0.000
7950	Tobacco Prevention & Education (2)	2.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
7780	Behavioral Health	232.550	220.050	185.150	161.000	165.500	175.500	180.000	14.500
7880	Health Services	222.550	227.800	232.800	291.550	318.900	319.400	307.700	(11.200)
<b>Total Health Services</b>		<b>477.100</b>	<b>451.850</b>	<b>421.700</b>	<b>456.300</b>	<b>489.400</b>	<b>499.900</b>	<b>492.700</b>	<b>3.300</b>



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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 general 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.

The County provides the following services:

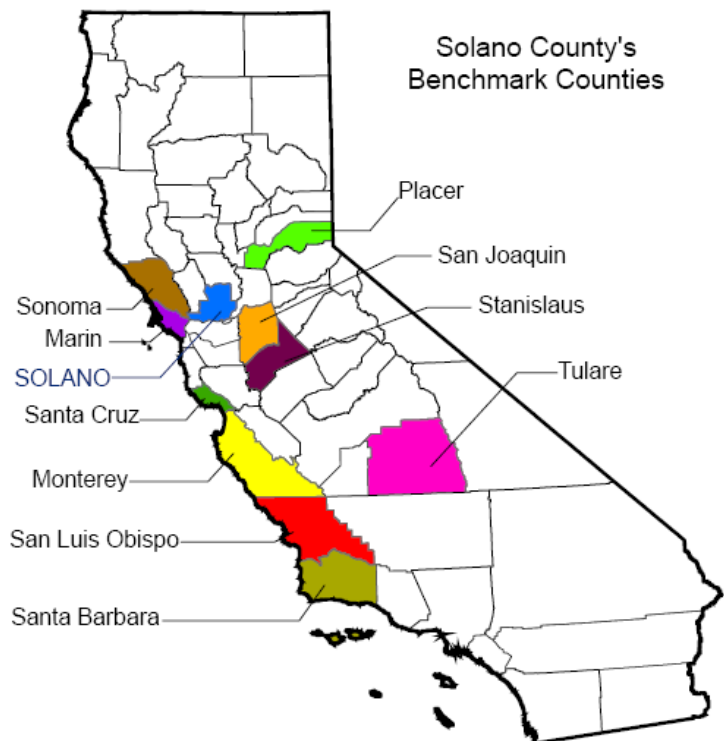
- Libraries (as contract services for cities)
- Jails and Juvenile Facilities
- Probationary Supervision
- District Attorney
- Public Defender and Alternative Defense
- Grand Jury
- Coroner and Forensic Services
- Airport
- Family Support Collection
- Public and Mental Health Services
- Indigent Medical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

**BENCHMARK COUNTIES**

The following pages provide a graphical summary of statistical, employment and demographic information about Solano County. When reviewing Solano County's economic health, the County government's financial capacity, and the County's delivery of services to residents in unincorporated areas, the County inevitably compares itself from the current year to past years.

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

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



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

- They are the ten counties closest to Solano in population – six with higher population and four with lower population.
- A total population of more than 250,000 but less than 700,000.
- All include both suburban and rural environments.
- None contain a city with more than 300,000 in population.
- Six are coastal or Bay Area counties.
- Most have the same urban growth versus rural preservation challenges facing Solano County.

**POPULATION**

The California Department of Finance's January 1, 2014 estimate of the population of Solano County is 424,233, increasing 3,894 residents or 0.9% over 2013. Of California's 58 counties, Solano County ranks 21<sup>st</sup> in terms of population size. Among the cities, three cities grew faster than the overall county growth rate between 2013 and 2014: Rio Vista at 4%, Dixon at 2.5% and Fairfield at 1.2%.

California's population estimate was 38.34 million as of January 2014, according to the State 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 1.1% of the State population.

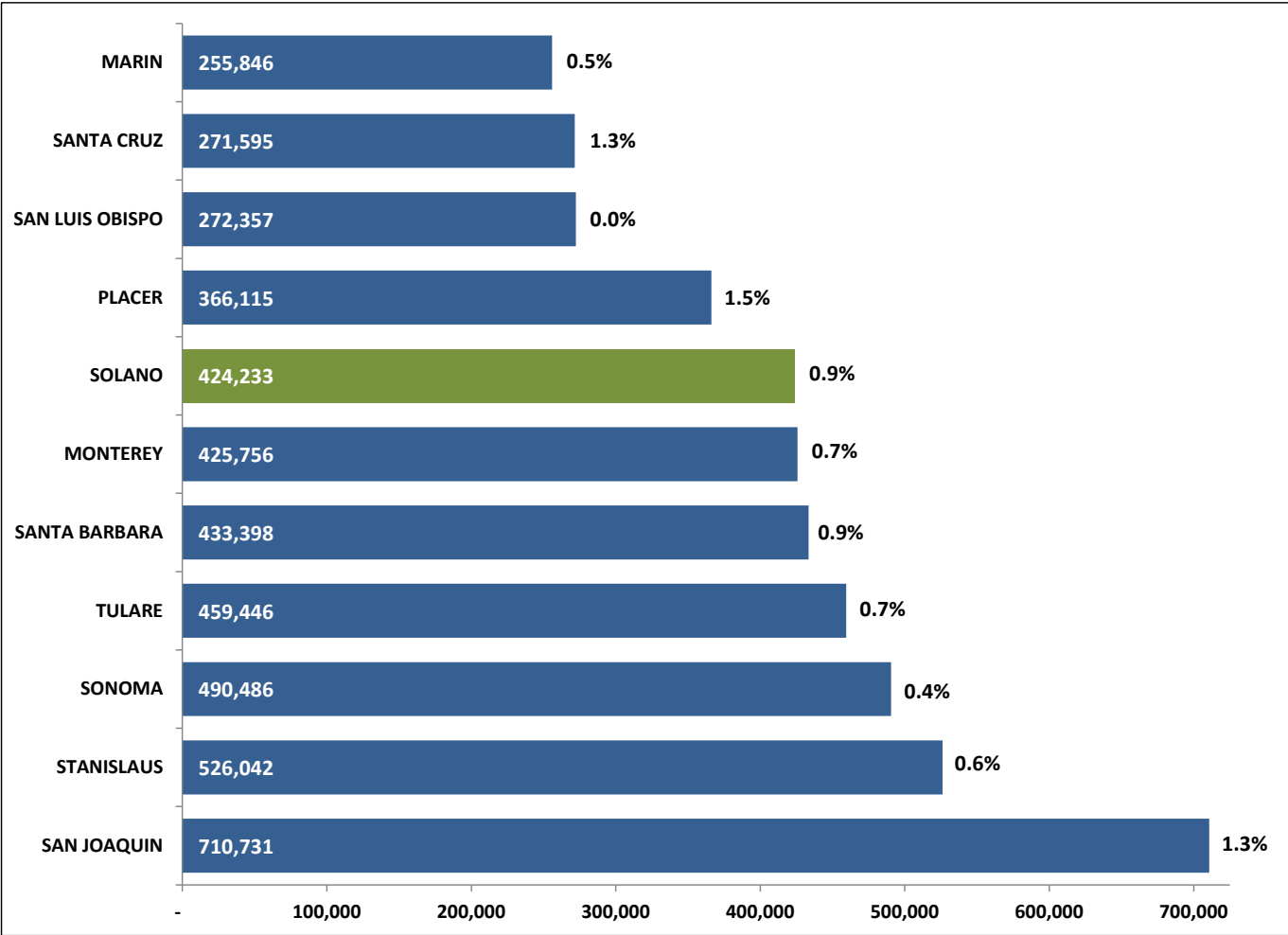
When you look at the county population since 2000, the rate of growth has tapered off to small annual increments. Between 2000 and 2010, the County grew by 18,802, or 4.8%, which is significantly less than the 54,121, or 15.9%, gains of the previous decade. Between 2010 and 2014, the county grew by 10,889 residents, or 2.6%.

**Solano County Population Change from 1990 to 2014**

	1990	1990 to 2000		2000	2000 to 2010		2010	2010 to 2014		2014
<b>Benicia</b>	<b>24,437</b>	2,428	9.9%	<b>26,865</b>	132	0.5%	<b>26,997</b>	457	1.7%	<b>27,454</b>
<b>Dixon</b>	<b>10,401</b>	5,702	54.8%	<b>16,103</b>	2,248	14.0%	<b>18,351</b>	654	3.6%	<b>19,005</b>
<b>Fairfield</b>	<b>77,211</b>	18,967	24.6%	<b>96,178</b>	9,143	9.5%	<b>105,321</b>	4,694	4.5%	<b>110,018</b>
<b>Rio Vista</b>	<b>3,316</b>	1,255	37.8%	<b>4,571</b>	2,789	61.0%	<b>7,360</b>	574	7.8%	<b>7,934</b>
<b>Suisun City</b>	<b>22,686</b>	3,432	15.1%	<b>26,118</b>	1,993	7.6%	<b>28,111</b>	438	1.6%	<b>28,549</b>
<b>Vacaville</b>	<b>71,479</b>	17,146	24.0%	<b>88,625</b>	3,803	4.3%	<b>92,428</b>	1,185	1.3%	<b>93,613</b>
<b>Vallejo</b>	<b>109,199</b>	7,561	6.9%	<b>116,760</b>	(818)	-0.7%	<b>115,942</b>	2,528	2.2%	<b>118,470</b>
<b>Unincorporated</b>	<b>21,692</b>	(2,370)	-10.9%	<b>19,322</b>	(488)	-2.5%	<b>18,834</b>	356	1.9%	<b>19,190</b>
<b>Solano County</b>	<b>340,421</b>	54,121	15.9%	<b>394,542</b>	18,802	4.8%	<b>413,344</b>	10,889	2.6%	<b>424,233</b>

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

**Population of Benchmark Counties and Population Growth Percentage from 2013**



Source: California Department of Finance, Demographic Research Unit, January 2013

Among the comparable counties, Solano and Sonoma counties experienced 0.9% population growth between 2013 and 2014. Placer, San Joaquin and Santa Cruz experienced growth rates faster than Solano County. Tulare, Monterey, Stanislaus, Sonoma and Marin counties experienced slower growth rates than Solano County. Only San Joaquin and Placer counties numerically added more residents than Solano County, at 8,986 and 5,313 respectively. San Luis Obispo was the only county to experience a numeric loss in the population, declining 121 residents.

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

**LAND AREA AND POPULATION DISTRIBUTION**

According to the California Department of Finance’s “January 2014 City/County Population Estimates,” 83% of California residents live in incorporated cities and 17% in unincorporated areas. In contrast, 95.5% of residents in Solano County live within the county’s seven cities. This phenomenon is by design. In the early 1980s the residents of the County passed an Orderly Growth Initiative, which was extended in 1994, that focuses most urban growth to the incorporated cities. The voters reaffirmed this measure through the adoption of the 2008 Solano County General Plan, sustaining a commitment to orderly growth through 2028.

In comparison to its benchmark counties, Solano County is one of the smaller counties in terms of square miles of land area. According to the U.S. Census Bureau, Solano County consists of 907 square miles, of which 78 square miles is covered with water. The San Pablo Bay, Suisun Bay, the Carquinez Straits and the Sacramento River provide the county with natural borders to the south and east. Rich agricultural land lies in the northern area of the county while rolling hills are part of the southern area. Approximately 62% of the county land area is comprised of farmland.

This unique mixture of a sizeable urban population and a large rural/agricultural base creates problems and challenges for County government. These include:

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

**Comparison of Land Area and Population Density and Distribution in Benchmark Counties**

Land & Water Area (Square Miles)			Persons Per Square Mile (Land Area)		Percent Residing in Unincorporated Areas	
Tulare	4,824	15	Santa Cruz	610	Santa Cruz	49.2%
Monterey	3,322	449	<b>Solano</b>	<b>512</b>	San Luis Obispo	43.8%
San Luis Obispo	3,304	311	San Joaquin	508	Tulare	32.0%
Santa Barbara	2,737	1,052	Marin	492	Santa Barbara	31.7%
Sonoma	1,576	192	Stanislaus	352	Placer	30.6%
Stanislaus	1,494	21	Sonoma	311	Sonoma	30.1%
Placer	1,404	98	Placer	261	Marin	26.5%
San Joaquin	1,399	27	Santa Barbara	158	Monterey	24.2%
<b>Solano</b>	<b>829</b>	<b>78</b>	Monterey	128	Stanislaus	21.0%
Marin	520	308	Tulare	95	San Joaquin	20.6%
Santa Cruz	445	162	San Luis Obispo	82	<b>Solano</b>	<b>4.5%</b>

Source: U.S. Census Bureau, California Department of Finance, Demographic Research Unit, January 2014



**POPULATION LIVING IN POVERTY**

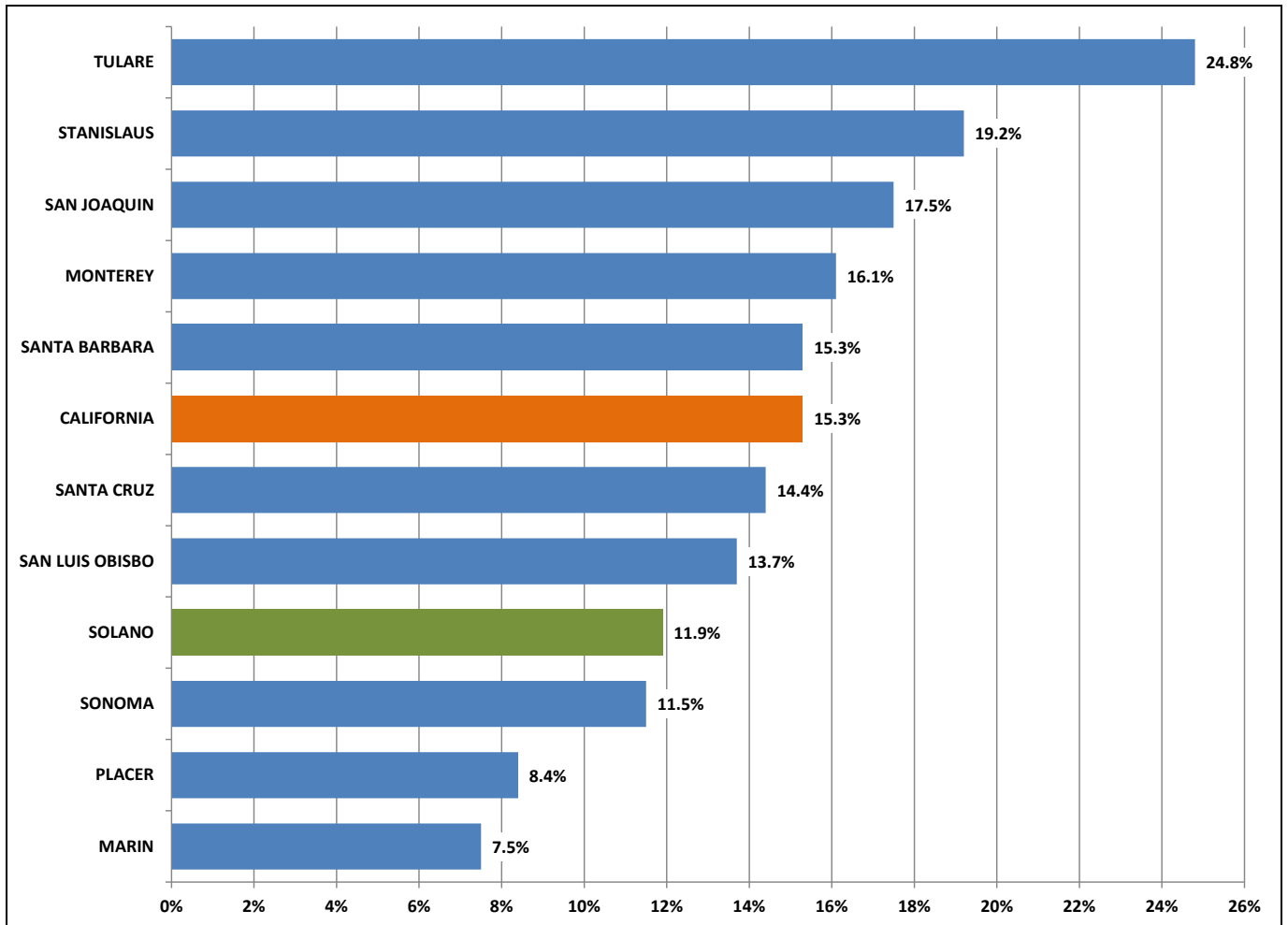
According to the 2008-2012 American Community Survey by the U.S. Census Bureau, 11.9% of the county population is living at or below the poverty level. The poverty rate in Solano County was 16.7% among residents under age 18 and 23.3% among families with female head of household and no husband present.

The number of residents living at or below the poverty level varies among Solano County’s seven cities: Benicia, 5.5%; Dixon, 8.8%; Fairfield, 12.9%; Rio Vista, 9.5%; Suisun City, 12.0%; Vacaville, 8.7%, and Vallejo, 16.0%.

The U.S. Census Bureau’s statistics on poverty provide an important measure of economic well-being and are sometimes used to assess the need or eligibility for various types of public assistance. Poverty statistics presented use thresholds prescribed for Federal agencies by the Office of Management and Budget and are estimates. It should be noted that only three of the comparison counties have a lower rate. While the county’s level is not considered desirable, the county’s rate is less than the 16.6% statewide average rate for population living at or below the poverty level.

These statistics reflect the lingering impacts of the Great Recession. In December 2006, a total of 14.7% of the county’s population was receiving public assistance, in the form of Food Stamps, CalWORKs, General Assistance and Medi-Cal. Four years later at the bottom of the recession the percentage of the population receiving public assistance climbed to 18.7%. In December 2013, a total 21.2% of the county’s population was receiving public assistance.

**Percent of Population in Poverty (All Ages) in Benchmark Counties**



Source: U.S. Census Bureau, 2008-2012 American Community Survey

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

**HEALTH CARE AND THE AFFORDABLE CARE ACT**

Poor health care outcomes are often strongly related to poverty, poor access to preventative health care, lifestyle choices, diet and education. Early and continued access to quality, affordable health care is a crucial component of residents achieving health and prosperity. According to the 2008-2012 American Community Survey on Health Insurance Coverage from the U.S. Census Bureau, 88% of Solano County residents reported having health insurance coverage, which is higher than statewide at 82.2% and most of the benchmark counties. Among Solano County's cities, health insurance coverage varies from a high of 91.3% in Benicia and Vacaville to a low of 85% in Vallejo.

These statistics are likely to change as a result of the federal Patient Protection and Affordable Care Act that was signed into law in March 2010. This comprehensive health reform legislation has many components, ranging from the expansion of the types of health and mental health services covered to how people can gain access to health insurance. The legislation affects which types of employers are now required to provide health insurance benefits as well as makes it mandatory for residents to have health insurance.

The legislation is being implemented by the State of California with an expanded number of people covered by Medi-Cal. The first open enrollment period of the Affordable Care Act began in October 2013 and closed in March 2014 with a grace period until April 15 for individuals having difficulty enrolling in the system. People without private insurance already or who met income requirements were able to use the California Health Benefit Exchange or the Solano Center for Healthcare Options and Insurance Coverage Enrollment (CHOICE) call centers and online automated system to select from various health plan options based on their income. Individuals or families earning less than 138% of the federal poverty level were directed toward Medi-Cal and those earning less than 400% of the poverty level were directed to Health Exchange Covered California plans.

Covered California enrollment statistics include Solano County in North Bay Region 2 that includes Marin, Napa and Sonoma counties. Between October 1, 2013 and February 28, 2014 Covered California reported that a total of 29,607 individuals enrolled in subsidized private health insurance plans and 5,765 enrolled in unsubsidized plans. Fifty-five percent of the 35,372 individuals selected silver plans and 30 percent selected bronze plans. Public health plan enrollment also increased. The number of participants enrolled in Medi-Cal or the County Medical Services Program (CSMP) in Solano County increased from 72,438 in December 2012 to 83,029 in December 2013. By the end of March 2014, enrollment in Medi-Cal increased to 89,100, including over 6,400 who transitioned from CMSP to Medi-Cal upon implementation of the Affordable Care Act.

**Percentage of Residents with Health Insurance in Benchmark Counties**

	Health Insurance Coverage	Private Health Insurance	Public Health Insurance	No Health Insurance Coverage
<b>PLACER</b>	90.8	80.3	24.3	9.2
<b>MARIN</b>	90.6	80.1	25.1	9.4
<b>SOLANO</b>	88.0	71.3	27.8	12.0
<b>SONOMA</b>	86.0	70.2	27.9	14.0
<b>SAN LUIS OBISPO</b>	85.6	71.9	27.6	14.4
<b>SANTA CRUZ</b>	85.5	68.9	25.7	14.5
<b>SAN JOAQUIN</b>	83.2	59.1	33.0	16.8
<b>STANISLAUS</b>	82.6	56.8	34.4	17.4
<b>CALIFORNIA</b>	82.2	61.9	28.7	17.8
<b>SANTA BARBARA</b>	81.9	63.2	29.4	18.1
<b>MONTEREY</b>	78.9	58.3	30.5	21.1
<b>TULARE</b>	77.9	46.0	39.7	22.1

**Percentage of Residents with Health Insurance in Solano County Cities**

	Health Insurance Coverage	Private Health Insurance	Public Health Insurance	No Health Insurance Coverage
<b>BENICIA</b>	91.3	82.8	20.3	8.7
<b>DIXON</b>	88.1	72.0	25.1	11.9
<b>FAIRFIELD</b>	88.3	71.1	27.2	11.7
<b>RIO VISTA</b>	85.9	74.0	41.7	14.1
<b>SUISUN CITY</b>	87.8	69.1	27.4	12.2
<b>VACAVILLE</b>	91.3	77.8	25.2	8.7
<b>VALLEJO</b>	85.0	64.4	31.1	15.0

Source: 2008-2012 American Community Survey – Health Insurance Coverage. Percentages do not sum to 100%. Numbers for Private and Public Health Insurance reflect partial coverage and individuals may be counted in both columns.

**PUBLIC SAFETY REALIGNMENT**

A portion of any community reflects those individuals who have run afoul of the law and are under the supervision of a parole officer, probation officer or correctional officer. In response to a 2009 federal court order for the State of California to reduce its prison population, California implemented several pieces of legislation, most notably AB 109 Public Safety Realignment, resulting in a shift of responsibility for specific low-level prisoners and parolees from the California Department of Corrections and Rehabilitation to the counties. This realignment changed the type of offenders who are under the supervision of county probation officers and altered the composition of inmates inside county jails.

Part of that change was a group offenders assigned to Post Release Community Supervision (PRCS). These non-serious, non-violent, non-sex offenders went from supervision by State parole officers to County probation officers. During the first two years of the program the State released 569 offenders to the PRCS program in Solano County, which was approximately 1% of all PRCS offenders released statewide. Solano County's total resident population represents 1% of the population in the State. This shift did not increase the population of offenders in Solano County, only shifted the supervising agency.

**Changes in PRCS/Jail Populations in Benchmark Counties**

	October 2011 to September 2012			October 2012 to September 2013		
	PRCS Offenders Released	1170 Jail Only Sentences	1170 Split Sentences	PRCS Offenders Released	1170 Jail Only Sentences	1170 Split Sentences
STANISLAUS	790	71	435	472	71	468
SAN JOAQUIN	774	161	352	417	95	324
TULARE	546	148	247	268	128	242
MONTEREY	352	271	14	214	286	36
SOLANO	382	294	28	187	245	52
SANTA BARBARA	384	157	58	158	102	165
SONOMA	268	82	104	122	42	142
PLACER	190	154	11	104	148	11
SAN LUIS OBISPO	209	157	8	88	229	45
SANTA CRUZ	115	52	43	55	46	32
MARIN	47	12	13	23	11	15
<b>CALIFORNIA</b>	<b>36,329</b>	<b>22,285</b>	<b>7,173</b>	<b>18,796</b>	<b>21,178</b>	<b>9,448</b>

Source: California Probation Officers of California

According to March 2014 statistics there were 267 individuals in the PRCS program and 77 on mandatory supervision (1170h split sentences). The Solano County Courts have gradually increased the use of split sentences from 9% the first year to 18% in the second year, sentencing more 1170h offenders to a term of mandatory supervision after release from custody. The demographic profile of the PRCS group is of predominately male, 95% versus 77% male in the 1170h group. The age of the 1170h group is also slightly younger, 55% are between ages 26 and 40 compared to the PRCS group where 33% are between age 26 and 40. The dominate ethnicities within these two groups are 43% African-American, 34% White and 17% Hispanic. They reside in every community within the county: 45% in Vallejo, 30% in Fairfield, 16% in Vacaville/Elmira, 5% in Suisun City and less than 5% in all other communities.

Since April 2013, two comprehensive service hubs, Centers for Positive Change (CPCs), were opened to provide case-specific services for high-risk clients under the supervision of the County Probation Department. The CPCs in Vallejo and Fairfield have collectively served 157 clients, graduating seven cohorts of cognitive behavior groups, 172 referrals to the Workforce Investment Board for employment assistance and 100 referrals to vocational training vendors.

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

Since the implementation of AB 109 in October 2011, the Solano County jail population has changed. As of March 2014, the County jail was housing 71 parole violators (known as 3056 PC), 38 Post Release Community Supervision violators and 168 locally sentenced offenders (known as 1170 offenders), contributing to nearly a third of the 932 average daily population. Prior to Public Safety Realignment, the jail population consisted of individuals awaiting trial and inmates serving sentences of less than one year. After realignment, convicted individuals are serving sentences up to 10 years. To address the evolving inmate population as a result realignment, the County is pursuing a two-prong approach – increased capacity within the jail system and incorporating training programs into the jail setting to provide offenders with skills to enhance their ability cope in the outside world.

Construction began in July 2012 on a 365-bed adult detention facility adjacent to the current facility on Clay Bank Road in Fairfield, and is expected to be operational in FY2014/15. The \$89.3 million Stanton Correctional Facility is funded primarily with \$61.5 million in State AB 900 local jail construction financing and the balance from the local public facilities fee proceeds. The facility will use electronic security systems that optimize security while minimizing staffing requirements. The Stanton Correctional Facility will offer more convenience to the public, as well as the inmates, through the use of video visitation and modern telecommunication systems. The facility includes medical services, all ancillary support systems, including laundry facilities, an administrative services area, and a secure sally port with an intake and processing area.

The California Board of State and Community Corrections (BSCC) announced in January 2014 that Solano County was selected for a conditional award of \$23 million dollars to construct vocational/classroom training and rehabilitative services space (including mental health) to serve adult offenders in the custody of the Solano County Sheriff's Office. Construction includes a 10,000 square foot pre-engineered classroom training center, a 30,000 square foot pre-engineered vocational training center and a paved asphalt area used for driver training of buses and commercial vehicles. This project is scheduled for completion in November 2017.

**Changes in Population Under Supervision in Solano County**

	State Parole	County Probation			Sheriff - Custody				Total
	Adults	PRCS	1170h PC	Adults	3056 PC	1170h PC	PRCS	Other	
October 2011	1,598	0	0	3,100	31	34	0	707	5,470
March 2013	778	357	34	3,026	136	200	45	556	5,132
March 2014	541	267	77	2,970	71	168	38	690	4,822
Change from 2013	(237)	(90)	43	(56)	(65)	(32)	(7)	134	(310)
% Change	(30.5%)	(25.2%)	126.5%	(1.9%)	(47.8%)	(16.0%)	(15.6%)	24.1%	(6.0%)
Change from 2011	(1,057)	267	77	(130)	40	134	38	(17)	(648)
% Change	(66.1%)			(4.2%)	129.0%	394.1%		(2.4%)	(11.8%)

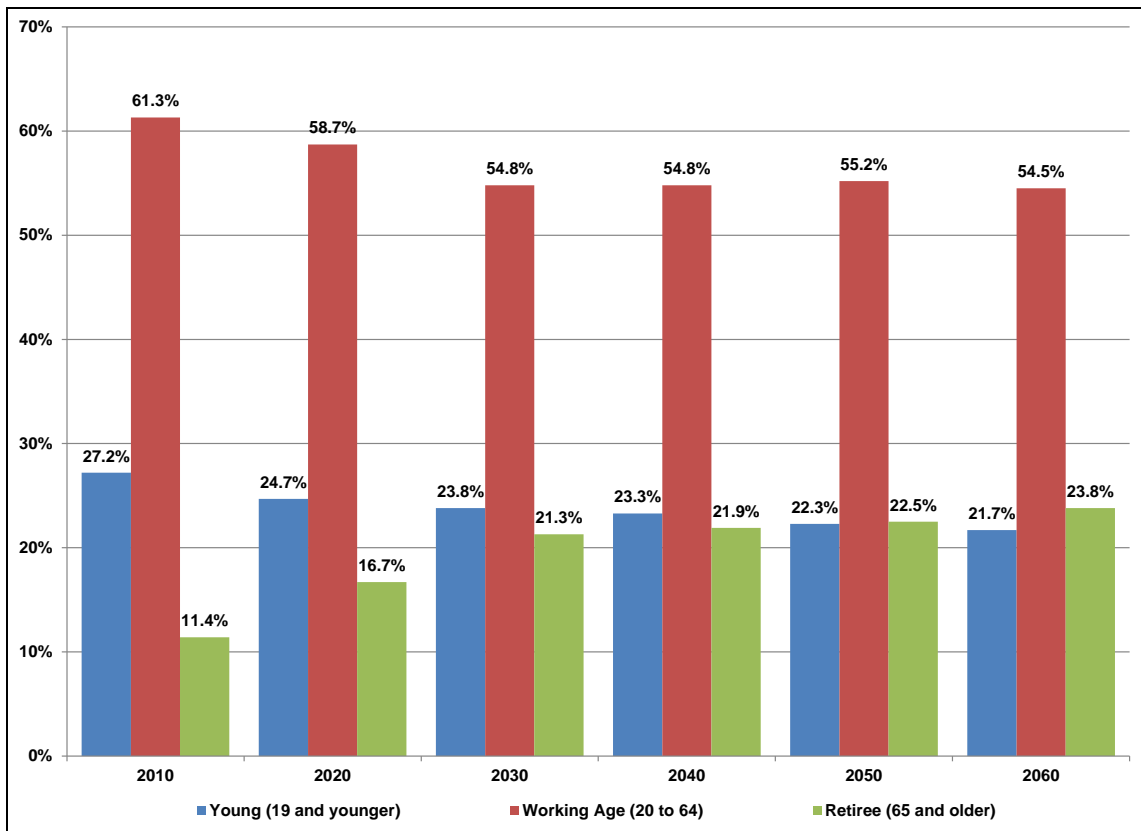
Source: Solano County Community Corrections Partnership and California Department of Corrections and Rehabilitation

**POPULATION BY AGE**

The population of Solano County is projected to grow to 634,852 or 53.7% by 2060, according to projections by the California Department of Finance. The age composition of that population is expected to shift significantly over the decades, with the median age increasing from 37.1 in 2010 to 43.2 in 2060. The aging of the population will affect the types of service demands placed on the County as well as 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 20 to 64. In 2010, for every 6.1 people in the Solano County workforce there were 2.7 children and 1.1 retirees. By 2060, the young population (age 19 and younger) is expected to increase 25,155 or 22.4%; the working age population by 92,749 or 36.6%; and retiree population (65 and older) by 103,831 or 219.8%.

**Share of Population By Age as Percentage of Total Population, 2010 to 2060**



Source: California Department of Finance

Over the next two decades, the Department of Finance projects significantly more people will be entering the retiree population age than those entering the working age population. By 2030, that trend shifts to the working age population becoming the largest population growth segment. At the other end of the age spectrum, declines in school-age children are projected to continue through 2020 before starting to recover.

**Estimated Population Change by Decade, 2010 to 2060**

	2010 to 2020	2020 to 2030	2030 to 2040	2040 to 2050	2050 to 2060
<b>Young (19 and younger)</b>	(2,299)	7,369	10,914	3,831	5,339
<b>Working Age (20 to 64)</b>	9,080	8,175	31,618	25,159	18,718
<b>Retiree (65 and older)</b>	27,319	30,662	15,536	12,369	17,945

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

**EMPLOYMENT AND ECONOMIC GROWTH**

According to the California Employment Development Department’s preliminary March 2014 estimates, overall employment in California is better than it was a year ago. The Solano County unemployment rate was 7.9% in March 2014, down from 8.9% a year ago. The preliminary March 2014 unemployment rate for the State declined to 8.4%, down from 9.4% a year ago.

Between March 2013 and March 2014, overall employment in Solano County increased by 2,300 jobs while the size of the workforce grew by 300 people actively seeking employment. This resulted in a net reduction of 2,000 unemployed residents.

Compared to March 2010, the low point of the Great Recession in Solano County, overall employment among county residents in March 2014 was up 13,100; however, the size of the labor force grew by 3,600 during that period. As a result, the number of unemployed residents decreased from 26,800 to 17,300. The unemployment rate in March 2010 was 12.5%.

**Unemployment Rates from March 2005 to March 2014 in Benchmark Counties**

	2005	2007	2010	2013	2014
<b>MARIN</b>	4.0%	3.5%	8.4%	5.2%	4.7%
<b>SONOMA</b>	4.8%	4.2%	11.2%	7.3%	6.2%
<b>SANTA BARBARA</b>	4.8%	4.5%	10.3%	7.4%	6.7%
<b>PLACER</b>	4.5%	4.7%	11.8%	7.9%	7.1%
<b>SOLANO</b>	5.7%	5.0%	12.5%	8.9%	7.9%
<b>CALIFORNIA</b>	5.8%	5.2%	12.8%	9.4%	8.4%
<b>SANTA CRUZ</b>	8.1%	7.1%	15.2%	11.5%	10.8%
<b>MONTEREY</b>	10.3%	9.3%	16.6%	13.2%	12.6%
<b>SAN JOAQUIN</b>	8.8%	8.2%	18.1%	13.9%	13.1%
<b>STANISLAUS</b>	9.7%	9.0%	18.6%	14.3%	13.6%
<b>TULARE</b>	11.6%	10.4%	19.3%	15.7%	15.6%

Source: California Employment Development Department, March 2005 to March 2014

**Unemployment Rates from March 2005 to March 2014 in Solano County Cities**

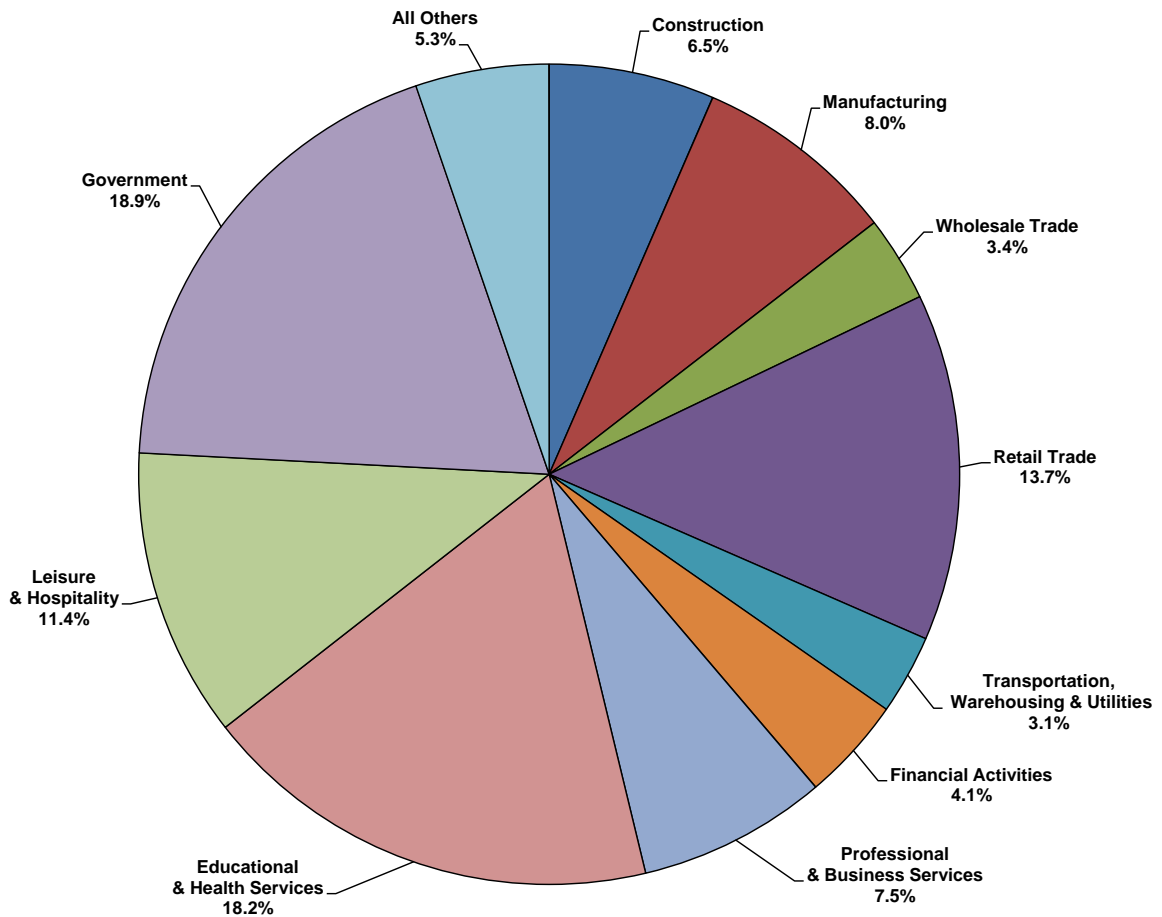
	2005	2007	2010	2013	2014
<b>BENICIA</b>	3.5%	3.1%	7.9%	5.5%	4.9%
<b>RIO VISTA</b>	4.2%	3.7%	9.4%	6.6%	5.9%
<b>VACAVILLE</b>	4.2%	3.7%	9.4%	6.6%	5.9%
<b>DIXON</b>	4.5%	4.0%	10.1%	7.1%	6.4%
<b>SUISUN CITY</b>	5.9%	5.2%	12.9%	9.1%	8.2%
<b>FAIRFIELD</b>	6.2%	5.6%	13.7%	9.7%	8.7%
<b>VALLEJO</b>	7.1%	6.3%	15.3%	10.9%	9.8%

Source: California Employment Development Department, March 2005 to March 2014

The traditional unemployment rate calculated by EDD is not a complete picture of the number of residents who are not employed, as it only represents the people who are actively seeking employment. Individuals discouraged by employment prospects and were not actively seeking employment are excluded. The U.S. Bureau of Labor Statistics provides alternative measures of labor underutilization that includes these marginally attached workers. According to these figures, 17.3% of California residents were not fully employed in 2013 compared to the traditional unemployment rate of 8.9% for 2013 as reported by the California Employment Development Department. This represents a continued decline since the bottom of the recession: 19.3% in 2012, 21.1% in 2011 and 22.1% in 2010. The more comprehensive figure includes the total unemployed residents, plus all marginally attached workers, total employed part-time for economic reasons. Similar statistics are not available at the county level; however, Solano County tends to mirror statewide employment and unemployment trends.

Projections from the Business Forecast Center at the University of Pacific in January 2014 indicate Solano County will continue to see modest gains in employment. They are projecting a 2.8% improvement in the nonfarm employment in Solano County by the end of 2014, echoing a 2.8% increase in nonfarm payroll employment in 2013. Future employment gains for the county are forecasted at 1.9% in 2015, 2.0% in 2016 and 1.8% in 2017. The annual unemployment rate is expected to drop to 8.5% by the end of 2014 and to continue inching downward: 8.0% in 2015, 7.3% in 2016 and 6.4% in 2017. Based on these projections, unemployment will remain above pre-recession levels for several more years.

**Share of Total Employment by Industries in Solano County – March 2014**



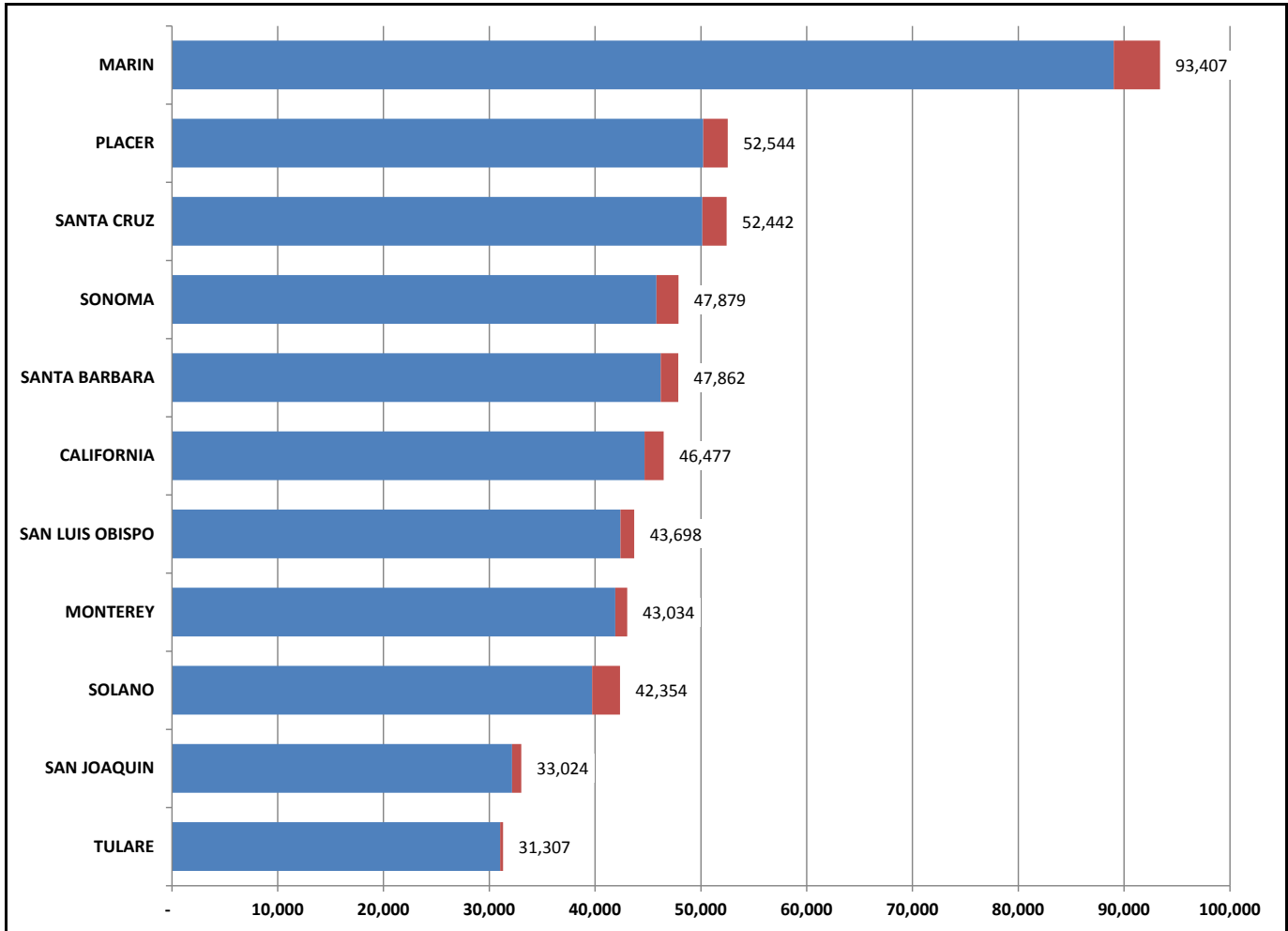
Source: California Employment Development Division. All Others includes Information; Farming; Mining & Logging; and Other Services

Between March 2010 and March 2014, ten of 14 industry sectors in Solano County tracked by the California Employment Development Division showed overall employment growth, while three sectors retracted and one remained unchanged. Overall, the employed workforce increased by 7.0%, or 13,100 jobs, between 2010 and 2014. Among employers located in Solano County, local industry employment increased 7.3%, or 8,700 jobs, during the same time period.

Between March 2013 and March 2014, eight of the 14 sectors showed job growth, four remained unchanged and two retracted. Overall, the employed workforce grew by 1.2%, or 2,300 jobs, between March 2013 and March 2014. Among employers located in Solano County, local industry employment grew by 1.6%, or 2,000 jobs, during the same time period.

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

**Change in Per Capita Income in Benchmark Counties**



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

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 *2013 Index of Economic and Community Progress* reported that since 2009, Solano County has seen a growth in personal income, initially from stock market gains and investment income, and accelerated by wage and salary growth in 2012.

According to the 2012 statistics from the U.S. Bureau of Economic Analysis, Solano County ranks as the third lowest in per capita income as compared to benchmark counties. However, Solano County's growth rate in per capita income in 2012 outpaced the State and benchmark counties, increasing 6.6% between 2011 and 2012. Solano County's per capita income of \$42,354 in 2012 reflects a \$2,635 increase over 2011 and \$3,937 over 2010. The growth in Solano County's personal income between 2010 and 2011 was 3.4%, the second smallest growth rate among comparable counties, only exceeding Monterey County at 2.9%.



**SOLANO COUNTY COMMUTING**

According to the U.S. Census Bureau's 2006-2010 American Community Survey, approximately 40% of working residents in Solano County commuted outside of the county for work. The survey estimated 74,995 residents commuted out of the county for employment. At the same time, the survey estimated 32,139 or approximately 23% of the people employed in jobs located in Solano County are residents of neighboring counties and beyond. The survey found that 69.8% of employed county residents traveled less than 30 minutes to work and 7.9% traveled more than an hour to work.

The 2006-2010 American Community Survey also reported that approximately 79% of employed county residents drive alone to work, 11.8% car pool, 1.3% use public transportation and 7.9% either work at home or use other modes of transportation. Of those driving alone, 67.9% own their homes, 32.1% rent and 3.7% earn less than the federal poverty level. Among those who car pool, 57.6% own their home, 42.4% rent and 8% earn less than the federal poverty level. Of those who use public transportation, 42.5% own their home, 57.5% rent, and 18.4% earn less than the federal poverty level.

**Commute Patterns In and Out of Solano County for Employment**

SOLANO COUNTY RESIDENTS COMMUTE DESTINATIONS			WORKERS COMMUTING INTO SOLANO COUNTY		
Contra Costa County	19,903	27%	Contra Costa County	7,442	23%
Alameda County	11,723	16%	Sacramento County	6,089	19%
Napa County	10,825	14%	Yolo County	5,046	16%
San Francisco County	9,854	13%	Napa County	4,441	14%
Sacramento County	5,239	7%	Alameda County	1,774	6%
Marin County	4,362	6%	Sonoma County	1,271	4%
Yolo County	3,908	5%	San Joaquin County	1,041	3%
San Mateo County	2,619	3%	Placer County	743	2%
Sonoma County	2,409	3%	Marin County	640	2%
Santa Clara County	1,493	2%	San Francisco County	618	2%
San Joaquin County	497	1%	Santa Clara County	376	1%
All Other Locations	2,163	3%	All Other Locations	2,658	8%
<b>TOTAL COMMUTE OUT</b>	<b>74,995</b>		<b>TOTAL COMMUTE IN</b>	<b>32,139</b>	

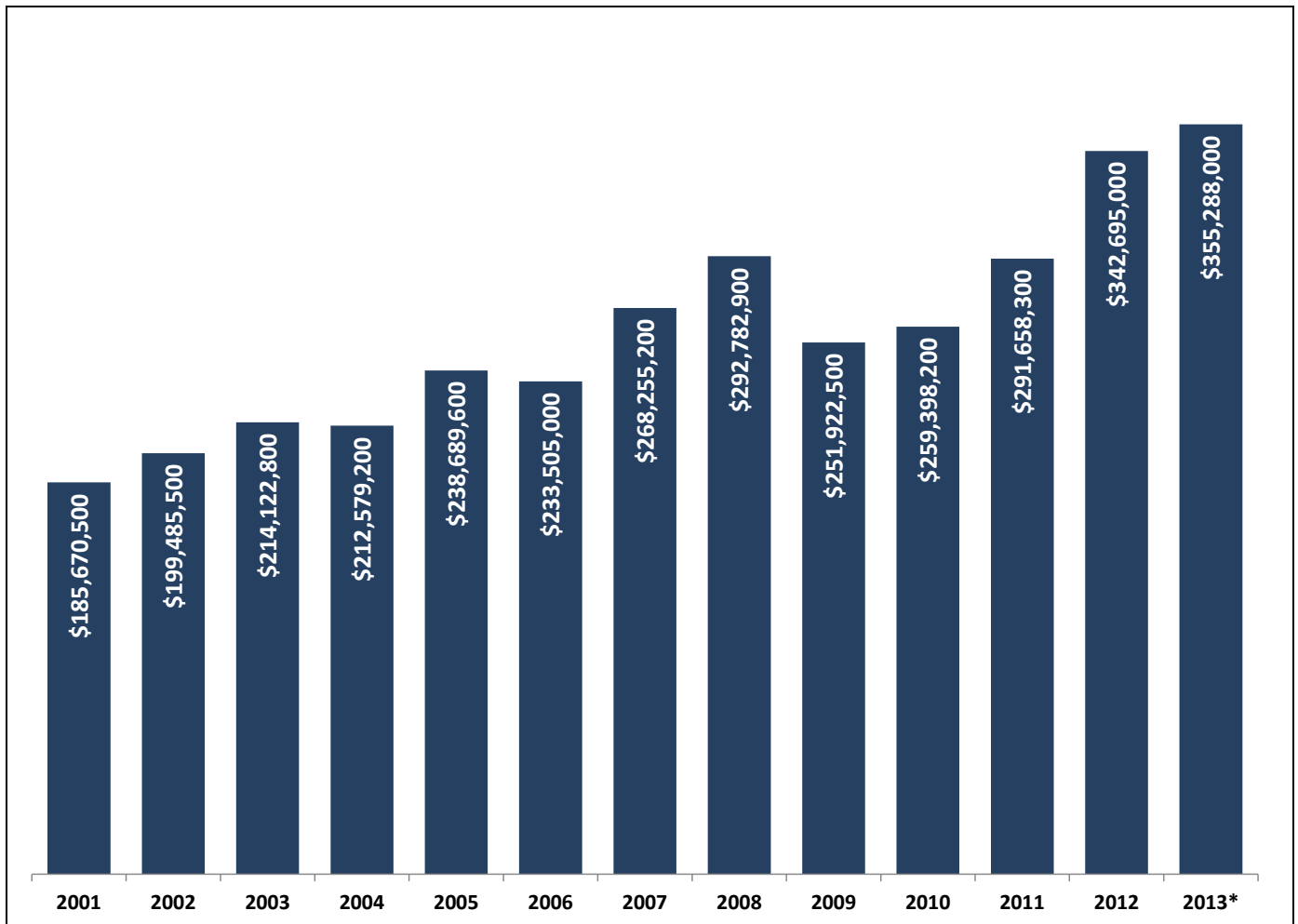
Source: U.S. Census Bureau, 2006-2010 American Community Survey

**GROSS AGRICULTURAL CROP AND LIVESTOCK VALUE**

The preliminary 2013 estimated crop and livestock value of \$355,288,000 represents an estimated 3.7% increase from 2012 values, and continues the steady climb in the value of agriculture commodities since the dramatic dip in 2009 as a fallout of the housing market collapse and subsequent decline in demand for nursery stock. The impacts of the drought could be seen on the production of Cattle and Calves as ranchers culled their herds a result of a decrease in forage growth. Solano County produces more than 80 different commodities including fruits, nuts, vegetables, grains, seed, nursery stock, livestock, poultry, and apiary.

Agriculture production is part of a larger industry cluster that spans the full spectrum of economic activity from before the crops get into the field to the value-added processing in consumer products. In an analysis of industry clusters in Solano County, the Moving Solano Forward project identified the food chain cluster as supporting nearly 9,500 jobs and \$1.4 billion in economic output in 2012. This cluster represents approximately 9 percent of the county's total economic output. Through 2022, this cluster is expected to experience a 17% employment growth and a 63 percent output growth.

**2013 Gross Agriculture Crop Values for Solano County**



Source: County of Solano Agricultural Commissioner (\*early estimates for the May 2013 Crop Report)

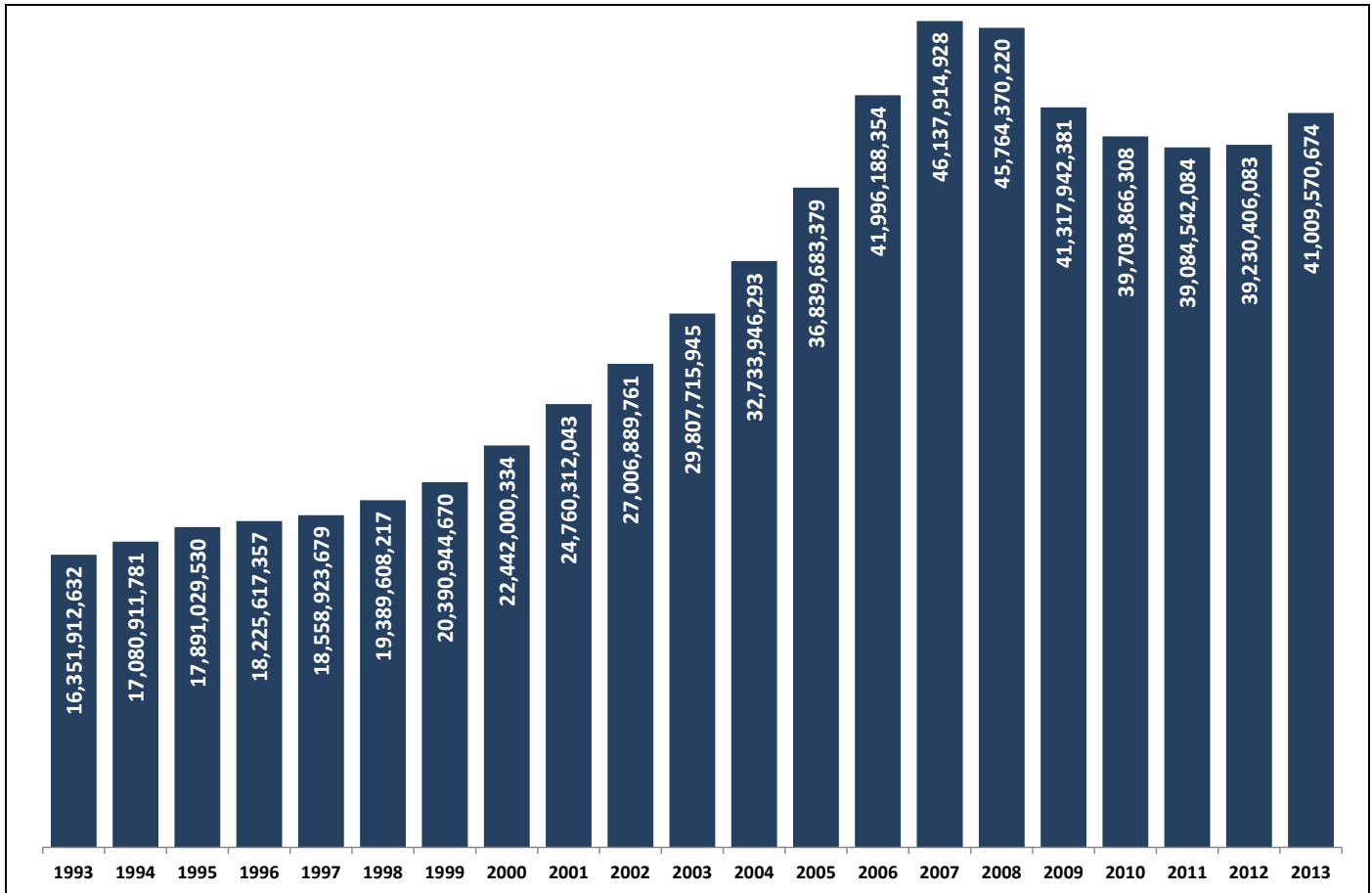
**COUNTY ASSESSED VALUES AND GROWTH**

Property taxes are a major source of local governmental revenues and are determined by assessed values. The property tax rate throughout the State of California is 1% of assessed values. The 2013 Property Assessment Roll of \$41 billion increased 4.5% from the prior year's roll value and represents property ownership in Solano County as of January 1, 2013. This is the second year of increasing assessed values since the bottom of the market in 2011.

The lingering effect of the Great Recession can still be felt on the assessed values of properties in Solano County, which experienced dramatic drops in median home prices and high numbers of foreclosures. The median home price fell from a high of \$475,755 in 2006 to a low of \$191,453 in 2011. The housing market experienced double digit gains in 2013, but industry experts are reporting expectations of more moderate rate of growth in home prices in 2014. The median price for homes in Solano County was \$269,449 in 2013, up 33.5% from the \$201,843 in 2012. The volume of home sales, however, declined 9.4% over the year, going from 7,251 in 2012 to 6,566 in 2013. Foreclosure activity showed marked improvement in 2013, declining 60.7% over the prior year. The 1,531 notices of default in 2013 represents the lowest level of foreclosure activity since 1,935 notices of default in 2006. Foreclosure activity peaked in 2009 with 8,561 notices of default and has not yet returned to the pre-recession averages of approximately 1,100 notices of default annually before 2006.

Since the market peak a significant number of properties in Solano County have had their property values temporarily reduced in accordance with Proposition 8. Proposition 8 requires the Assessor to value property at the lesser of the market value or the factored base year value, also known as the Proposition 13 value. The 2013 property assessment roll reflects 55,495 properties with reduced property value assessments and represents 39% of the residential and non-residential parcels in the county. The number of properties in Proposition 8 status in 2013 declined 28.9% from the nearly 78,000 properties in 2012.

**Local Assessed Values for Solano County**



Source: County of Solano, Assessor's Office, July 2013

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

**PRINCIPAL PROPERTY TAX PAYERS**

<b>COUNTY OF SOLANO</b>			
<b>Principal Taxpayers with over \$50,000,000 in Assessed Value for FY2013/14</b>			
<b>Principal Property Tax Payers</b>	<b>Business Type</b>	<b>Assessed Value</b>	<b>Tax Obligation<sup>1</sup></b>
Genentech, Inc.	Manufacturing	1,065,189,342	12,508,618
Valero Refining Company California	Energy	954,680,069	11,111,557
Pacific Gas & Electric Company	Utility	542,488,967	7,292,930
Shiloh 3 Wind LLC	Energy	271,727,580	5,637,374
Shiloh II Wind Project, LLC	Energy	270,985,881	2,764,598
Anheuser Busch, Inc.	Manufacturing	247,828,816	(709,693) <sup>2</sup>
Shiloh III Wind Project LLC	Energy	211,744,619	2,160,219
Star-West Solano, LLC	REITS & Finance	172,729,455	1,956,950
Shiloh IV Wind Project LLC	Energy	156,261,401	1,594,179
Shiloh I Wind Project LLC	Energy	147,871,934	1,508,589
California Northern Railroad	Transportation	122,763,943	1,524,389
IndCor Properties	Real Estate	122,430,600	1,079,432
High Winds LLC	Energy	119,513,800	1,219,280
Pacific Bell Telephone Co.	Utility	117,487,463	1,521,391
Netxera Energy	Energy	109,725,626	1,119,421
Alza Corporation	Manufacturing	104,924,590	1,154,844
CPG Finance II LLC	Commercial Sales & Service	99,669,334	1,311,700
NT Dunhill Investors, LLC	Real Estate	89,901,622	1,245,758
Meyer Cookware Industries, Inc.	Distribution/Manufacturing	86,658,599	1,013,237
Centro Watt Property Owner II	Commercial Sales & Service	75,825,314	932,163
Park Management Corp.	Theme Park	70,819,529	866,556
Novartis Pharmaceuticals Corp.	Manufacturing	69,714,191	878,956
SFPP, LP	Energy	67,797,534	829,632
Lodi Gas Storage, LLC	Energy	67,649,604	909,481
Prime Ascot LP	Real Estate	57,082,444	733,045
N/A Rolling Oaks – 88, LP	Real Estate	53,154,223	613,660
Walmart Real Estate Business Trust	Real Estate	55,125,258	631,090
6801 Leisure Town Road Apt Inv.	Real Estate	53,560,511	622,560
Sequoia Equities – River Oaks	Real Estate	53,345,877	695,074

<sup>1</sup>Note: The tax obligation is calculated at 1% plus voter-approved bonds and any special assessments. Rates vary by Tax Area Code.  
<sup>2</sup> Tax obligation reflects a refund resulting from an assessment appeals settlement.  
 LLC – Limited Liability Corporation.  
 LP – Limited Partnership

Source: County of Solano, Tax Collector/County Clerk, March 2014

## Purpose

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

## Legal Basis

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

## Forms

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

## Permission to Deviate

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

## Funds and Accounts

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

## Fund Types

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

## Basis of Accounting/Budgeting

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

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

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

# 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, 29101)

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

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

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

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

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

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

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

## County Strategic Plan Implementation

The FY2014/15 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 and by encouraging environmentally friendly

building and business activities. 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, 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.

**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 recidivism and positive parenting are 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, survey and focus groups, succession planning, technology investment and financing of capital projects and renewal efforts.

**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.

The intent of the Budget document is to:

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

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

- The Budget must be balanced with appropriations equaling the combined total of estimated revenues, fund balance and/or reserves.
- Wherever possible, the Budget should be balanced with identified ongoing revenue sources equaling ongoing and reasonably expected appropriations.
- To the extent possible, one-time money should not be used to fund ongoing operations.
- Service levels should be maintained at the highest level possible, within funding constraints.
- Contingencies and Reserves should be increased in good years to guard against future uncertainties.
- 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.

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

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

### Budget Policies of the Board of Supervisors

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

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

### Adopted Budget Policy

The FY2014/15 Budget Hearings will commence Monday, June 23, 2014 and continue for a period not to exceed 14 calendar days.

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

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

- Develop budget instructions and policies, revenue estimates and departmental budget targets to guide departments in budget preparations.



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

### **Budget and Fiscal Policies for FY2014/15**

#### **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 FY2014/15 Net County Cost or General Fund (GF) Contribution to programs will not exceed their FY2013/14 Midyear projection and have no new programs or positions unless revenue-offset.
2. Labor Costs: The County continues to negotiate with labor units to mitigate future significant increases in employee health and retirement benefits. The County anticipates significant increases in PERS employer rate effective FY2015/16. In this regard, Departments should continue to pursue lowering labor costs where possible, developing efficiencies in the delivery of services, searching for opportunities to share back office operations, and eliminating vacant non- "Mission Critical" positions. A "Mission Critical" position is defined as "a position that provides essential life, safety and/or public health services to the community, or required to be filled by the County to avoid liability and to limit impairment or disruption to the delivery of mandated services."
3. Contributions to Outside Organizations: The budget should not include contributions to outside organizations not controlled by the Board, such as the State Courts, unless the organization is carrying out a priority of the Board based on the community's needs.
4. Maximize the Board's Discretion: Wherever legally possible, revenues are to be treated as discretionary resources, rather than as dedicated to a particular program or service. The goal is to give the Board as much flexibility as possible in allocating resources to local priorities, including the Goals and Objectives outlined in the County Strategic Plan. To the extent allowed by law, existing programs or activities should be funded with dedicated funding sources. This will free up scarce discretionary resources to fund Board priorities.
5. Pursuit of New Revenues: Pursue additional revenue sources to the fullest extent possible for all services; and, for fee-setting purposes, identify total cost (including indirect costs) to enable full recovery of all costs associated with the service provided when allowed by law and economic/market considerations.
6. Discretionary Programs: Do not recommend new discretionary programs unless the programs are stated Board priorities, are fully funded by non-General Fund sources in FY2014/15, and will continue to be in future years. Where the County has discretion, reduce the level of services or eliminate programs. Seek legislative relief or reform for programs when feasible to facilitate service outcomes over prescribed processes and procedures.
7. Pursue Operational Efficiencies: Explore reducing expenditures and maximizing revenues through automation and moving toward self-help service delivery where feasible, consolidation of functions and streamlining of County operations.

## Budget Construction & Legal Requirements

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

### Fund Balance Policy

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

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

Examples of these five categories of fund balance are:

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

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

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

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

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

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

1. Use the General Fund General Reserve to phase into fiscal distress periods gradually, focusing on maintaining the Board's priorities.
2. To the extent possible, use the General Fund General Reserve as the last resort to balance the County Budget.
3. To the extent possible, the spending down of the General Fund General Reserve should not exceed \$6 million a year (Board of Supervisors' policy direction on February 13, 2007).

The General Fund General Reserve should not be used to support recurring operating expenditures. The General Fund General Reserve is subject to restrictions imposed by Government Code §29086, which limits the Board's access to the General Reserve during the annual budget process and requires 4/5 vote by the Board.

### General Fund Balance for Accrued Leave Payoff

During Fiscal Year 2005/06 Budget Hearings, the Board established a **Reserve for Accrued Leave Payoffs**. In accordance with GASB 54, this Reserve has been renamed as General Fund Balance for Accrued Leave Payoff. The purpose of this fund balance is to minimize the fiscal impact of employee retirements on County Departments' budgets. These funds are to be used for large employee payoffs upon retirement or employment separation from the County when the respective department has

insufficient appropriations during the fiscal year to fund these payoffs. The following criteria and procedures were approved by the Board for managing the General Fund Balance for Accrued Leave Payoff:

1. Minimum General Fund Balance for Accrued Leave Payoff. On an annual basis, the Auditor-Controller shall calculate the projected leave payout requirements for the subsequent five years, net of Federal and State reimbursements, and provide the information to the County Administrator's Office for inclusion in the following year's Recommended Budget. The Board's policy is to maintain General Fund Balance for Accrued Leave Payoff equal to 40% of the five-year projected leave payout requirements net of State and Federal reimbursements, with a minimum of \$2 million balance maintained at all times.
2. Replenishing General Fund Balance for Accrued Leave Payoff. In circumstances where the General Fund Balance for Accrued Leave Payoff has fallen below the established requirement, the County shall replenish the deficiency within three fiscal years or as soon as economic conditions allow from the following revenue sources: year-end surpluses, non-recurring revenues, or if legally permissible and with a defensible rationale, from excess resources in other funds.
3. Anticipated Accrued Leave Payoffs. During the budget process, a General Fund Department or a Department that receives a General Fund contribution should determine the amount needed to cover anticipated accrued leave payoffs for the upcoming year and include the amount in their budget and work with the CAO to determine the funding strategy to include the appropriate amount in the Recommended Budget. Strategies may be:
  - a. If the Department has sufficient appropriations to fund the accrued leave payoff, the Department shall absorb the cost.
  - b. If the Department cannot absorb the cost, the Department must work with the CAO to determine the funding source(s) to offset the increased costs. Funding from the **General Fund Balance for Accrued Leave Payoff** may serve as a resource to provide the affected Department with the General Fund share of the employee payoff.
  - c. The General Fund share of the estimated accrued leave payoff will be appropriated in the General Expenditures budget during the budget process. This appropriation will be funded from the **General Fund Balance for Accrued Leave Payoff**.
  - d. The CAO is authorized to make necessary budget adjustments to the affected Department(s) **without** Board approval up to the amount appropriated in 3. c. above.
4. Unanticipated Accrued Leave Payoffs. During the budget year, Departments may have employees retire/terminate that were not factored in the accrued leave payoff calculation. Departments should consult with the CAO to determine the most appropriate funding strategy.
  - a. General Fund Departments or Departments that receive a General Fund contribution should determine if sufficient appropriations are available in their budget to absorb the payoff, and, if not, work with the CAO to determine the appropriate level of funding from the **General Fund Balance for Accrued Leave Payoff** as indicated above in 3. c. or General Fund Contingency. These actions require a 4/5 vote of the Board.
  - b. Non-General Fund Departments or Departments that do not receive General Fund contributions will need to determine if their respective program has sufficient appropriations or contingencies to support the accrued leave payoff and should adjust their budget accordingly at Mid-Year or Third Quarter, 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 FY 14/15 is to maintain a \$9 million contingency amount within the General Fund which is approximately 4.6% of Proposed General Fund Expenditures. Appropriations for Contingencies are legal authorizations granted by the Board of Supervisors to be used for one-time unexpected needs that arise outside of the regular budget planning process. Pursuant to Government Code §29130, access to the Appropriation for Contingency requires a 4/5 vote of the Board of Supervisors.

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### Investment Policy

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

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

The primary objectives of the Policy are:

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

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

### Debt Policy

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

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

Conditions for debt issuance are as follows:

- Purpose and Use of Debt - long-term General Fund debt will be incurred based on the County's needs and ability to repay, and where appropriate, methods and sources of funding will be maximized. Long-term debt will be restricted to those capital improvements that cannot be funded from current revenues.
- Types of Debt - includes General Obligation Bonds, Revenue Bonds, Certificates of Participation, Commercial Paper, Lease-Purchase Agreements and other obligations.
- Project Life - debt shall not exceed the useful life of the asset being acquired or constructed.
- Refunding Policies - the County maintains a debt structure that allows for early retirement of debt.

Restrictions on debt issuance include:

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

Debt service limitations include:

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

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

### Resource Reduction Strategy

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

#### 1. General Philosophy

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

#### 2. Resource Reduction Priorities

##### a. Short-Term Actions

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

- i. A Selective Hiring process will be implemented. Funding sources, Board priorities, the nature of the program, the potential for service delivery disruption, and the type of position – is it "Mission Critical?" will be considered by the CAO in implementing the hiring process.
- ii. Implementation of new programs, not fully operational, that are not fully revenue-offset, will be subject to further CAO review and recommendation to the Board.
- iii. Purchase of equipment will be selectively deferred and reviewed annually. Funding source and impact on service delivery will be considered in implementing the deferral.
- iv. On March 13, 2012 the Board approved revisions to the Voluntary Time Off (VTO) Program, and declared the time period of July 1, 2012 through June 30, 2013 as a period of economic hardship. This current policy continues in effect until the economic downturn has improved. The policy provides for employees to participate in the VTO Program with the opportunity to voluntarily reduce their work day, work week or to take a block of time off while retaining most benefits. VTO may be requested and authorized in six-month increments from July through December and January through June. The purpose of this Program is to reduce County costs during a time of economic hardship through voluntary actions of employees. The VTO Program can only be used during the periods of economic hardship as designated by the Board of Supervisors. Approval of Voluntary Time Off is at the discretion of the Department Head who must take into consideration workload, service demands and other organizational implications.

##### 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:

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- 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

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. The hiring process will be extended and applied by the CAO in FY2014/15. 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.

#### 1. Duration

This Policy will be in effect until the State's budget and fiscal policies and their impacts on the County are known, and a long-term plan to address those impacts is formulated and approved by the Board. It is recommended that the Policy be in effect until no longer warranted and/or recovery from loss of sales and property taxes due to current economic recession materializes.

#### 2. Goal of Hiring Process

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

#### 3. Hiring Guidelines

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

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

- b. Is the program that the position supports funded on an on-going basis by a dedicated and assured revenue source? Is the position unique to that program? If the answer is yes to both these questions, then, absent other considerations, the position can be advanced for CAO consideration.
  - i. A position is considered unique to a program when the classification is not located in any other department or program. Examples might be Librarians or Engineers. In this context, an Office Assistant would not be a unique position, because this classification is found in many different programs and, in the event of the potential need to eliminate filled positions, an Office Assistant could be transferred from one program to another within the County organization.
  - ii. Before consideration will be given a position that meets the stated criteria, departments should evaluate whether the resources involved could instead be used to help mitigate the impact on the County of revenue reductions in other areas.
- c. If a position is not filled, is the resulting reduction of services for a program below a legally mandated level? If the answer is yes, the position can be considered, but subject to the following:
  - i. The Department should first explore obtaining a waiver of any service level mandate or the feasibility of ending the program or returning responsibility for the program to the State.
  - ii. To the extent practical, efforts should be made to fill the position using the call-back of a laid-off County employee formerly serving in the same classification, or extra help or through internal recruitment.
- d. If a position is not filled, is the result a diminished service level where, in the department's judgment, the program's effectiveness is seriously compromised? If the answer is yes, the department should further consider the following:
  - i. Is this a high priority program as determined by the Board of Supervisor's Strategic Plan and priorities?
  - ii. A thorough exploration of alternative means of providing adequate services has determined they are not feasible or are more costly.
  - iii. To the extent practical, efforts should be made to fill the vacant position using the call-back of a laid off County employee formerly serving in the same classification, or extra help or through internal recruitment.
- e. Is the position in question a critical and hard-to-fill position, as evidenced by repeated, unsuccessful attempts by the Department to recruit? If the answer is yes, and if the program is a high priority for the Board of Supervisors, then the position can be considered.

The Board approved in February 2008 the following actions in preparation for further reductions that may be required for the future. These actions, reaffirmed by the Board in 2011, are:

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 are 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.

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- 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 \$50,000 that does not increase the overall department budget.
- Reduction of appropriations and revenues for funding not realized.
- Approval of contracts and amendments when the aggregate amount of the contract and amendment(s) is equal to or in excess of \$50,000 per fiscal year.
- Approval of petty cash accounts over \$3,000, with the exception of the County Library's petty cash account of \$5,000.
- Transfers between Departments within a Fund.
- Transfers between Capital Projects.
- Transfers equal to or more than \$50,000 from salaries and benefits (accounts 1110 through 1999) within a Department.
- Approval of grant application submissions when the amount of the grant is equal to or more than \$50,000 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 \$50,000 that does not increase the Department's budget.
- Approval of a type of capital asset in lieu of one already budgeted.
- Approval of appropriation transfers to reclassify capital asset appropriations incorrectly budgeted in the categories of Services and Supplies or Other Charges.
- Transfers between divisions, bureaus and sections within a Department provided the total appropriation of the Department is not changed.
- Approval of appropriation transfers to ensure proper classification in accordance with generally accepted accounting principles.
- Transfers less than \$50,000 from salaries and benefits (accounts 1110 through 1999) to other object categories within a Department.
- Transfers to and from expenditure categories 2000 – Services and Supplies, 3000 – Other Charges, 5000 – Other Financing Uses, and 7000 – Intra-Fund Transfers, provided the total appropriation of the budget is not changed.
- Transfers to and from the following accounts: Salary/Wages-Regular (1110); Other Post-Employment Benefits (1213); Compensation Insurance (1240); Insurance-Property (2050); Liability Insurance (2051); Central Data Processing Services (2266); Countywide Administrative Overhead (3710); Building Use Allowance (3712); and Pension Obligation Bonds (5040), provided the total budget is not changed.
- Approval of contracts and amendments when the aggregate amount of the contract and amendment(s) is less than \$50,000 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 Transfer Out has already received Board approval.



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- Approval of appropriation transfers for Interfund Services provided (subobjects 0009690-0009698) when an Interfund Services used (subobjects 0003690-0003698) has already been budgeted/used and the total budgeted revenue is not increased.
- Approval of modified work weeks and flexible work schedules for County departments provided the County departments can demonstrate a benefit for the County, and if applicable, meet its obligation under the Meyers-Milias-Brown Act (MMBA) with represented employees.
- Approval of grant application submissions when the amount of the grant is less than \$50,000 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 \$50,000. 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.
- Affirm the County's policy 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 providing CalPERS benefits in the same manner as represented employees.
- Authorize the Director of Human Resources, with the concurrence of the County Administrator's Office, to temporarily increase the number of positions in a Department without further approval of the Board of Supervisors when an employee has announced their retirement/separation from the County and the Department has a compelling reason that the retiree-to-be should train his/her replacement.
- 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 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 SB90 revenues in General Revenues when a Department has a Net County Cost or receives a General Fund Contribution.
- Authorize the Auditor-Controller, in consultation with the County Administrator, to carry forward Board-approved capital project appropriations into subsequent years to facilitate the accounting and management of multi-year capital projects.
- Approve petty cash requests up to \$3,000, with the exception of requests of up to \$5,000 for the County Library's petty cash account.
- Process Appropriation Transfer Requests (ATR) as approved by the Board of Supervisors or County Administrator.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to reclassify appropriations between the maintenance accounts, interfund services, and capital outlay accounts within the same project budget, so long as total appropriations are not increased.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to decrease capital outlay appropriations within the respective capital project funds, and to increase appropriations in Public Art Fund to cover costs associated with the public art project to ensure compliance with Solano County Public Art Ordinance, Code Section 5-5.

## Budget Construction & Legal Requirements

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- Authorize the Auditor-Controller to apply amounts received from Departments for the costs of the PARS Supplementary Retirement Plan to the Pension Debt Service Fund through FY2015/16.
- After the adoption of the Budget for FY2014/15, authorize the Auditor-Controller, with the County Administrator's approval, to:
  - As part of FY2013/14 closeout, transfer County General Fund contribution between Departments within Funds 900 (Public Safety) and 902 (Health & Social Services), provided the total appropriation of the individual Funds are not changed.
  - As may be authorized by the Board of Supervisors following Budget Hearing deliberations:  
Increased Deferred Maintenance by \$2.6 million and Employer PERS Rate Increase by \$5 million (Schedule 4).  
If the amount of the General Fund's Year-end Fund Balance at June 30, 2014 exceeds the Third Quarter projections for FY 13/14 Then County Administrator is authorized to direct the Auditor-Controller to increase unrestricted fund balance to finance the gap between revenues and expenditures for FY14/15 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:
    1. Any amount up to \$5 million to the CalPERS Reserves
    2. Any amount up to \$5 million to Deferred Maintenance Reserves
    3. Any amount up to \$5 million to General Fund Reserves
    4. Partially or wholly payoff the outstanding principal balance of the General Fund loan for Pension Obligation Bonds

In addition:

- Authorize the Auditor-Controller, with the County Administrator's approval, to increase the General Fund Balance for Accrued Leave Payoff by the amount appropriated in the General Expenditures Budget for Accrued Leave Payoff not used by the end of the fiscal year.
- Authorize the Auditor-Controller to increase General Fund Reserves by repayments from Pension Debt Services Fund and other General Fund Loans.

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

- Request individual purchase of materials and services under \$5,000 in compliance with County Purchasing policies. Purchase orders will not be required for items under \$5,000.

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

**COUNTY OF SOLANO  
SCHEDULE 1  
ALL FUNDS SUMMARY  
FY2014/15**

FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
	FUND BALANCE AVAILABLE 06/30/14 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	22,264,999	6,065,000	184,517,197	212,847,196	205,174,090	7,673,106	212,847,196
SPECIAL REVENUE FUNDS	30,922,359	12,306,274	541,855,100	585,083,733	583,494,908	1,588,825	585,083,733
CAPITAL PROJECT FUNDS	(2,317,756)	0	10,381,696	8,063,940	8,063,940	0	8,063,940
DEBT SERVICE FUNDS	(14,065,877)	0	34,326,916	20,261,039	20,178,712	82,327	20,261,039
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>36,803,725</b>	<b>18,371,274</b>	<b>771,080,909</b>	<b>826,255,908</b>	<b>816,911,650</b>	<b>9,344,258</b>	<b>826,255,908</b>
<b>OTHER FUNDS</b>							
INTERNAL SERVICE FUNDS	0	911,268	40,105,867	41,017,135	41,017,135	0	41,017,135
ENTERPRISE FUNDS	1,289,986	0	3,239,388	4,529,284	4,529,284	0	4,529,284
SPECIAL DISTRICTS & OTHER AGENCIES	361,186	0	3,533,578	3,894,764	3,989,737	0	3,894,764
<b>TOTAL OTHER FUNDS</b>	<b>1,651,082</b>	<b>911,268</b>	<b>46,441,183</b>	<b>49,441,183</b>	<b>49,536,156</b>	<b>0</b>	<b>49,441,183</b>
<b>TOTAL ALL FUNDS</b>	<b>38,454,807</b>	<b>19,282,542</b>	<b>817,959,742</b>	<b>875,697,091</b>	<b>866,447,806</b>	<b>9,344,258</b>	<b>875,697,091</b>

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

**COUNTY OF SOLANO  
SCHEDULE 2  
GOVERNMENTAL FUNDS SUMMARY  
FY2014/15**

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2014 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
<b>GENERAL FUNDS</b>								
001	GENERAL FUND	22,264,999	6,065,000	184,517,197	212,847,196	205,174,090	7,673,106	212,847,196
	<b>TOTAL GENERAL FUNDS</b>	<b>22,264,999</b>	<b>6,065,000</b>	<b>184,517,197</b>	<b>212,847,196</b>	<b>205,174,090</b>	<b>7,673,106</b>	<b>212,847,196</b>
<b>SPECIAL REVENUE FUNDS</b>								
004	COUNTY LIBRARY	7,976,466	1,055,279	16,118,004	25,149,749	25,149,749	0	25,149,749
012	FISH/WILDLIFE PROPAGATION	14,459	0	2,901	17,360	17,360	0	17,360
016	PARKS AND RECREATION	0	0	1,425,923	1,425,923	1,425,923	0	1,425,923
035	JH REC HALL - WARD WELFARE	100,141	0	13,879	114,020	114,020	0	114,020
036	LIBRARY ZONE 1	102,449	0	1,007,060	1,109,509	1,109,509	0	1,109,509
037	LIBRARY ZONE 2	9,223	0	41,645	50,868	50,868	0	50,868
066	LIBRARY ZONE 6	1,693	0	14,840	16,533	16,533	0	16,533
067	LIBRARY ZONE 7	4,353	0	322,930	327,283	327,283	0	327,283
101	ROAD	1,369,853	3,469,950	26,354,437	31,194,240	31,194,240	0	31,194,240
105	HOUSING REHABILITATION	31,652	0	0	31,652	31,652	0	31,652
110	MICROENTERPRISE BUSINESS	49,982	0	277,654	327,636	327,636	0	327,636
120	HOMEACRES LOAN PROGRAM	1,183,359	0	10,000	1,193,359	1,193,359	0	1,193,359
150	HOUSING & URBAN DEVELOP	0	0	2,300,000	2,300,000	2,300,000	0	2,300,000
151	FIRST 5 FUTURE INITIATIVE	47,533	0	797,289	844,822	844,822	0	844,822
152	IHSS-PUBLIC AUTH	0	0	3,776,903	3,776,903	3,776,903	0	3,776,903
153	FIRST 5 SOLANO	726,264	1,941,213	4,118,105	6,785,582	6,785,582	0	6,785,582
215	RECORDER SPECIAL REVENUE	7,546,086	0	780,000	8,326,086	8,326,086	0	8,326,086
228	LIBRARY - FRIENDS & FOUNDAT	125,786	0	121,400	247,186	247,186	0	247,186
233	DA SPECIAL REV	3,730,502	0	320,975	4,051,477	4,051,477	0	4,051,477
241	CIVIL PROCESSING FEES	276,148	0	233,500	509,648	509,648	0	509,648
253	SHERIFF'S ASSET SEIZURE	192,388	0	5,000	197,388	197,388	0	197,388
256	SHERIFF OES	359,158	0	601,175	960,333	960,333	0	960,333
263	CJ TEMP CONSTRUCTION	374,834	0	261,482	636,316	636,316	0	636,316
264	CRTHSE TEMP CONST	523,693	0	260,450	784,143	784,143	0	784,143
278	PUBLIC WORKS IMPROVEMENT	194,966	0	46,100	241,066	241,066	0	241,066

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

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2014 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 PRESERV	25,671	0	12,090	37,761	37,761	0	37,761
296	PUBLIC FACILITIES FEES	2,591,193	0	3,216,897	5,808,090	5,808,090	0	5,808,090
301	GEN SVCS SPECIAL REVENUE	2,358	0	207	2,565	2,565	0	2,565
326	SHERIFF - SPECIAL REVENUE	452,619	0	796,726	1,249,345	1,249,345	0	1,249,345
369	CHILD SUPPORT SERVICES	250,795	0	12,560,681	12,811,476	12,811,476	0	12,811,476
390	TOBACCO PREVENTION & EDUC	41,292	0	181,188	222,480	222,480	0	222,480
900	PUBLIC SAFETY	0	0	162,574,342	162,574,342	162,574,342	0	162,574,342
901	C M F CASES	0	0	228,923	228,923	228,923	0	228,923
902	HEALTH & SOCIAL SERVICES	0	5,839,832	283,355,314	289,195,146	289,195,146	0	289,195,146
903	WORKFORCE INVEST BOARD	0	0	3,847,761	3,847,761	3,847,761	0	3,847,761
905	COUNTY LOCAL REV FUND 2011	0	0	174,202	174,202	174,202	0	174,202
906	MHSA	2,617,443	0	15,695,117	18,312,560	16,723,735	1,588,825	18,312,560
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>30,922,359</b>	<b>12,306,274</b>	<b>541,855,100</b>	<b>585,083,733</b>	<b>583,494,908</b>	<b>1,588,825</b>	<b>585,083,733</b>
	<b>CAPITAL PROJECT FUNDS</b>							
006	CAPITAL OUTLAY	1,511,124	0	5,461,332	6,972,456	6,972,456	0	6,972,456
106	PUBLIC ARTS PROJECTS	54,111	0	150	54,261	54,261	0	54,261
107	FAIRGROUNDS DEVELOP PROJ	(4,245,451)	0	4,900,001	654,550	654,550	0	654,550
249	HSS CAPITAL PROJECTS	362,460	0	20,213	382,673	382,673	0	382,673
	<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>(2,317,756)</b>	<b>0</b>	<b>10,381,696</b>	<b>8,063,940</b>	<b>8,063,940</b>	<b>0</b>	<b>8,063,940</b>
	<b>DEBT SERVICE FUNDS</b>							
306	PENSION DEBT SERVICE	(14,160,291)	0	23,436,972	9,276,681	9,276,681	0	9,276,681
332	GOVT CENTER DEBT SERVICE	0	0	7,909,580	7,909,580	7,909,580	0	7,909,580
334	H&SS SPH ADMIN/REFINANCE	0	0	2,518,111	2,518,111	2,518,111	0	2,518,111
336	2013 COP ANIMAL CARE PROJECT	94,414	0	462,253	556,667	474,340	82,327	556,667
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>(14,065,877)</b>	<b>0</b>	<b>34,326,916</b>	<b>20,261,039</b>	<b>20,178,712</b>	<b>82,327</b>	<b>20,261,039</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>		<b>36,803,725</b>	<b>18,371,274</b>	<b>771,080,909</b>	<b>826,255,908</b>	<b>816,911,650</b>	<b>9,344,258</b>	<b>826,255,908</b>

APPROPRIATIONS LIMIT  
(2014/15)

APPROPRIATIONS LIMIT	\$540,264,742
APPROPRIATIONS SUBJECT TO LIMIT	\$140,062,405

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

**COUNTY OF SOLANO  
SCHEDULE 3  
FUND BALANCE - GOVERNMENTAL FUNDS  
FY2014/15**

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2014 ESTIMATED				FUND BALANCE AVAILABLE 6/30/2014 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
<b>GENERAL FUNDS</b>						
001	GENERAL FUND	126,820,557	500,000	104,051,813	3,745	22,264,999
<b>TOTAL</b>	<b>GENERAL FUNDS</b>	<b>126,820,557</b>	<b>500,000</b>	<b>104,051,813</b>	<b>3,745</b>	<b>22,264,999</b>
<b>SPECIAL REVENUE FUNDS</b>						
004	COUNTY LIBRARY	9,469,153	200,000	1,289,537	3,150	7,976,466
012	FISH/WILDLIFE PROPAGATION	19,469	0	5,010	0	14,459
016	PARKS AND RECREATION	450	0	0	450	0
035	JH REC HALL - WARD WELFARE	100,141	0	0	0	100,141
036	LIBRARY ZONE 1	102,449	0	0	0	102,449
037	LIBRARY ZONE 2	9,223	0	0	0	9,223
066	LIBRARY ZONE 6	1,693	0	0	0	1,693
067	LIBRARY ZONE 7	4,353	0	0	0	4,353
101	ROAD	9,796,362	1,000,000	7,426,509	0	1,369,853
105	HOUSING REHABILITATION	1,204,204	0	1,172,552	0	31,652
110	MICROENTERPRISE BUSINESS	49,982	0	0	0	49,982
120	HOMEACRES LOAN PROGRAM	1,925,631	0	742,272	0	1,183,359
151	FIRST 5 FUTURE INITIATIVE	47,533	0	0	0	47,533
153	FIRST 5 SOLANO	9,560,187	0	8,833,923	0	726,264
215	RECORDER SPECIAL REVENUE	8,711,648	0	1,165,562	0	7,546,086
228	LIBRARY - FRIENDS & FOUNDATION	125,786	0	0	0	125,786
233	DISTRICT ATTORNEY SPECIAL REV	3,935,085	0	204,583	0	3,730,502
241	CIVIL PROCESSING FEES	964,204	0	688,056	0	276,148
253	SHERIFF'S ASSET SEIZURE	192,388	0	0	0	192,388
256	SHERIFF OES	359,158	0	0	0	359,158
263	CJ TEMP CONSTRUCTION	374,834	0	0	0	374,834
264	CRTHSE TEMP CONST	523,693	0	0	0	523,693
278	PUBLIC WORKS IMPROVEMENT	292,231	0	97,265	0	194,966

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

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2014 ESTIMATED				FUND BALANCE AVAILABLE 6/30/2014 ESTIMATED
			ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	
281	SURVEY MONUMENT PRESERV	25,671	0	0	0	25,671
282	COUNTY DISASTER	16,506	0	16,506	0	0
296	PUBLIC FACILITIES FEES	5,983,268	0	3,392,075	0	2,591,193
301	GEN SVCS SPECIAL REVENUE	2,358	0	0	0	2,358
323	CO LOW/MOD HSNG SET ASIDE	1,700,000	0	1,700,000	0	0
326	SHERIFF - SPECIAL REVENUE	452,619	0	0	0	452,619
369	CHILD SUPPORT SERVICES	250,795	0	0	0	250,795
390	TOBACCO PREVENTION & EDUC	42,591	0	1,299	0	41,292
900	PUBLIC SAFETY	610,805	600,000	0	10,805	0
902	HEALTH & SOCIAL SERVICES	15,130,406	500,000	0	14,630,406	0
903	WORKFORCE INVESTMENT BOARD	620	0	0	620	0
906	MHSA	21,795,872	0	19,178,429	0	2,617,443
<b>TOTAL</b>	<b>SPECIAL REVENUE FUNDS</b>	<b>93,781,368</b>	<b>2,300,000</b>	<b>45,913,578</b>	<b>14,645,431</b>	<b>30,922,359</b>
<b>CAPITAL PROJECT FUNDS</b>						
006	CAPITAL OUTLAY	22,511,124	21,000,000	0	0	1,511,124
106	PUBLIC ARTS PROJECTS	54,111	0	0	0	54,111
107	FAIRGROUNDS DEVELOP PROJ	(4,245,451)	0	0	0	(4,245,451)
249	HSS CAPITAL PROJECTS	362,460	0	0	0	362,460
<b>TOTAL</b>	<b>CAPITAL PROJECT FUNDS</b>	<b>18,682,244</b>	<b>21,000,000</b>	<b>0</b>	<b>0</b>	<b>(2,317,756)</b>
<b>DEBT SERVICE FUNDS</b>						
306	PENSION DEBT SERVICE	(11,097,206)	0	3,063,085	0	(14,160,291)
332	GOVT CENTER DEBT SERVICE	2,800,000	0	0	2,800,000	0
334	H&SS SPH ADMIN/REFINANCE	1,763,478	0	1,763,478	0	0
336	2013 COP ANIMAL CARE PROJ	94,414	0	0	0	94,414
<b>TOTAL</b>	<b>DEBT SERVICE FUNDS</b>	<b>(6,439,314)</b>	<b>0</b>	<b>4,826,563</b>	<b>2,800,000</b>	<b>(14,065,877)</b>
<b>TOTAL GOVERNMENT FUNDS</b>		<b>232,844,855</b>	<b>23,800,000</b>	<b>154,791,954</b>	<b>17,449,176</b>	<b>36,803,725</b>

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

**COUNTY OF SOLANO  
SCHEDULE 4  
OBLIGATED FUND BALANCES - BY GOVERNMENTAL FUNDS  
FY2014/15**

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 6/30/14	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2014/15
			RECOMMENDED	ADOPTED BY THE BOARD OF SUPERVISORS	RECOMMENDED	ADOPTED BY THE BOARD OF SUPERVISORS	
<b>001</b>	<b>GENERAL FUND</b>						
	GENERAL						
	General Reserve	47,569,680					47,569,680
	Non-Spendable-LT Receivable	28,663,761					28,663,761
	Non-Spendable - Inventory	2,673					2,673
	Committed-Unfunded Employee Leave Payoff	6,553,105	800,000				5,753,105
	Committed-Deferred Maintenance	6,262,594	3,265,000		2,673,106		5,670,700
	Committed-Employer PERS Rate Increase	13,000,000	2,000,000		5,000,000		16,000,000
	Committed-Housing/SB375	2,000,000					2,000,000
	Assigned-Non County Agencies	0					0
	Assigned-Imprest Cash	3,745					3,745
	<b>FUND TOTAL</b>	<b>104,055,558</b>	<b>6,065,000</b>	<b>0</b>	<b>7,673,000</b>	<b>0</b>	<b>105,663,664</b>
	<b>TOTAL GENERAL FUND</b>	<b>104,055,558</b>	<b>6,065,000</b>	<b>0</b>	<b>7,673,106</b>	<b>0</b>	<b>105,663,664</b>
	<b>SPECIAL REVENUE FUNDS</b>						
<b>004</b>	<b>COUNTY LIBRARY</b>						
	General Reserve	234,258					234,258
	Non-Spendable - LT Receivable	0					0
	Committed - Equipment Replacement	1,055,279	1,055,279				0
	Committed - Library Debt	0					0
	Assigned - Imprest Cash	3,150					3,150
	Assigned - Deposits with Others	0					0
	<b>FUND TOTAL</b>	<b>1,292,687</b>	<b>1,055,279</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>237,408</b>
<b>012</b>	<b>FISH/WILDLIFE PROPAGATION FUND</b>						
	General Reserve	5,010					5,010
<b>016</b>	<b>PARKS AND RECREATION</b>						
	Assigned - Imprest Cash	450					450
<b>101</b>	<b>ROAD</b>						
	General Reserve	7,283,688	3,469,950				3,813,738
	Non-Spendable - Inventory	142,821					142,821
	<b>FUND TOTAL</b>	<b>7,426,509</b>	<b>3,469,950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,956,559</b>
<b>105</b>	<b>HOME INVESTMENT PARTNERSHIP</b>						
	Non-Spendable - LT Receivable	1,172,552					1,172,552 \
<b>110</b>	<b>MICROENTERPRISE BUSINESS</b>						
	Non-Spendable - LT Receivable	0					0
<b>120</b>	<b>HOMEACRES LOAN PROGRAM</b>						
	Non-Spendable - LT Receivable	742,272					742,272
<b>153</b>	<b>FIRST 5 SOLANO</b>						
	General Reserve	8,833,923	1,941,213				6,892,710



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

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 6/30/14	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2014/15
			RECOMMENDED	ADOPTED BY THE BOARD OF SUPERVISORS	RECOMMENDED	ADOPTED BY THE BOARD OF SUPERVISORS	
215	RECORDER SPECIAL REV General Reserve	1,165,562					1,165,562
233	DISTRICT ATTORNEY SPECIAL REV General Reserve	204,583					204,583
241	CIVIL PROCESSING FEES General Reserve	688,056					688,056
278	PUBLIC WORKS IMPROVEMENT General Reserve	97,265					97,265
282	COUNTY DISASTER General Reserve	5,950					5,950
	Non-Spendable - LT Receivable	10,556					10,556
	<b>FUND TOTAL</b>	<b>16,506</b>					<b>16,506</b>
296	PUBLIC FACILITIES FEES General Reserve	3,392,075					3,392,075
323	COUNTY LOW/MOD HSNG SET ASIDE General Reserve	1,700,000					1,700,000
390	TOBACCO PREVENTION AND EDUC General Reserve	1,299					1,299
900	PUBLIC SAFETY Assigned - Imprest Cash	6,150					6,150
	Assigned - Imprest Account Debit Card	4,655					4,655
	<b>FUND TOTAL</b>	<b>10,805</b>					<b>10,805</b>
902	HEALTH & SOCIAL SERVICES Assigned - Imprest Cash	4,300					4,300
	Assigned - Imprest Account Debit Card	23,961					23,961
	Assigned-IGT Mental Health	14,602,145	5,839,832				8,762,313
	<b>FUND TOTAL</b>	<b>14,630,406</b>	<b>5,839,832</b>				<b>8,790,574</b>
903	WORKFORCE INVESTMENT BOARD Assigned - Imprest Cash	620					620
906	MENTAL HEALTH SERVICES ACT General Reserves	19,178,429			1,588,825		20,767,254
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>60,559,009</b>	<b>12,306,274</b>	<b>0</b>	<b>1,588,825</b>	<b>0</b>	<b>55,680,093</b>
	<b>DEBT SERVICE FUNDS</b>						
306	PENSION DEBT SERVICE Non-Spendable - LT Receivable	3,063,085					3,063,085
332	GOV CENTER DEBT SERVICE General Reserve	2,800,000					2,800,000
	<b>FUND TOTAL</b>	<b>2,800,000</b>					<b>2,800,000</b>
334	H&SS SPH ADMIN/REFINANCE General Reserve	1,763,478					1,763,478
336	2013 COP ANIMAL CARE PROJECT General Reserve				82,325		82,325
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>7,625,563</b>	<b>0</b>	<b>0</b>	<b>82,235</b>	<b>0</b>	<b>7,708,888</b>
	<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>172,241,130</b>	<b>18,371,274</b>	<b>0</b>	<b>9,344,256</b>	<b>0</b>	<b>163,212,112</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  
FY2014/15**

DESCRIPTION	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>SUMMARIZATION BY SOURCE</b>				
Taxes	142,924,394	133,860,364	143,495,436	7 %
Licenses, Permits & Franchise	6,614,052	5,883,359	6,151,761	5 %
Fines, Forfeitures & Penalty	4,345,235	3,025,645	2,901,515	(4) %
Revenue From Use Of Money/Prop	2,343,478	1,822,568	1,741,347	(4) %
Intergovernmental Revenues	338,705,998	370,550,883	344,211,775	(7) %
Charges For Services	79,988,254	84,381,516	86,179,154	2 %
Misc Revenues	14,102,758	13,278,501	10,826,523	(18) %
Other Financing Sources	151,089,601	176,641,057	175,573,398	(1) %
Residual Equity Transfers	0	0	0	0 %
<b>TOTAL SUMMARIZATION BY SOURCE</b>	<b>740,113,770</b>	<b>789,443,893</b>	<b>771,080,909</b>	<b>(2) %</b>
<b>SUMMARIZATION BY FUND</b>				
001 GENERAL FUND	185,026,268	176,116,556	184,517,197	5 %
004 COUNTY LIBRARY	16,940,028	17,428,388	16,118,004	(8) %
012 FISH/WILDLIFE PROPAGATION	20,085	4,480	2,901	(35) %
016 PARKS AND RECREATION	1,348,413	1,426,336	1,425,923	(0) %
035 JH REC HALL - WARD WELFARE	12,388	15,000	13,879	(7) %
036 LIBRARY ZONE 1	1,145,258	938,017	1,007,060	7 %
037 LIBRARY ZONE 2	36,047	32,502	41,645	28 %
066 LIBRARY ZONE 6	13,302	13,150	14,840	13 %
067 LIBRARY ZONE 7	348,031	319,068	322,930	1 %
101 ROAD	18,876,538	22,842,734	26,354,437	15 %
105 HOUSING REHABILITATION	80,890	225,000	0	(100) %
110 MICROENTERPRISE BUSINESS	(1,170)	300,255	277,654	(8) %
120 HOMEACRES LOAN PROGRAM	10,539	10,000	10,000	0 %
150 HOUSING & URBAN DEVELOPMENT	2,502,371	3,145,379	2,300,000	(27) %
151 FIRST 5 FUTURE INITIATIVE	210,779	247,582	797,289	222 %
152 IN HOME SUPP SVCS-PUBLIC AUTH	2,813,732	2,984,293	3,776,903	27 %

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

DESCRIPTION	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
153 FIRST 5 SOLANO	4,470,235	4,078,533	4,118,105	1 %
215 RECORDER SPECIAL REVENUE	871,520	796,000	780,000	(2) %
228 LIBRARY - FRIENDS & FOUNDATION	95,022	120,500	121,400	1 %
233 DISTRICT ATTORNEY SPECIAL REV	2,024,714	322,838	320,975	(1) %
238 SE VALLEJO REDEVELOPMENT SETT	6	0	0	0 %
239 TOBACCO SETTLEMENT	672	0	0	0 %
241 CIVIL PROCESSING FEES	238,458	251,226	233,500	(7) %
253 SHERIFF'S ASSET SEIZURE	1,243	2,500	5,000	100 %
256 SHERIFF OES	1,422,028	963,315	601,175	(38) %
263 CJ TEMP CONSTRUCTION	337,957	269,376	261,482	(3) %
264 CRTHSE TEMP CONST	338,528	267,557	260,450	(3) %
278 PUBLIC WORKS IMPROVEMENT	51,594	31,400	46,100	47 %
281 SURVEY MONUMENT PRESERVATION	16,986	22,150	12,090	(45) %
296 PUBLIC FACILITIES FEES	6,934,825	2,676,192	3,216,897	20 %
301 GEN SVCS SPECIAL REVENUE	1,889	208	207	(0) %
325 SHERIFF'S OFFICE GRANTS	117,838	5,471	0	(100) %
326 SHERIFF - SPECIAL REVENUE	615,130	872,355	796,726	(9) %
340 LOCAL LAW ENFORCE BLOCK GRANT	45,848	0	0	0 %
369 CHILD SUPPORT SERVICES	11,828,023	12,493,523	12,560,681	1 %
390 TOBACCO PREVENTION & EDUCATION	150,636	217,368	181,188	(17) %
900 PUBLIC SAFETY	136,175,448	156,309,701	162,574,342	4 %
901 C M F CASES	212,059	253,439	228,923	(10) %
902 HEALTH & SOCIAL SERVICES	262,089,694	284,757,466	283,355,314	(0) %
903 WORKFORCE INVESTMENT BOARD	4,460,507	4,229,247	3,847,761	(9) %
905 COUNTY LOCAL REVENUE FUND 2011	108,269	284,211	174,202	(39) %
906 MHSA	16,271,339	13,555,516	15,695,117	16 %
006 CAPITAL OUTLAY	37,133,578	39,195,133	5,461,332	(86) %
106 PUBLIC ARTS PROJECTS	441	285	150	(47) %
107 FAIRGROUNDS DEVELOPMENT PROJ	20,319	4,372,344	4,900,001	12 %
249 HSS CAPITAL PROJECTS	571,496	134,403	20,213	(85) %
306 PENSION DEBT SERVICE	10,855,953	26,027,756	23,436,972	(10) %
332 GOVERNMENT CENTER DEBT SERVICE	10,750,398	7,907,193	7,909,580	0 %
334 H&SS SPH ADMIN/REFINANCE	2,517,620	2,515,764	2,518,111	0 %
336 2013 COP ANIMAL CARE PROJECT	0	462,183	462,253	0 %
<b>TOTAL SUMMARIZATION BY FUND</b>	<b>740,113,772</b>	<b>789,443,893</b>	<b>771,080,909</b>	<b>(2) %</b>

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

**COUNTY OF SOLANO  
SCHEDULE 6  
DETAIL OF ADDITIONAL FINANCING SOURCES BY FUND AND ACCOUNT  
GOVERNMENTAL FUNDS  
FY 2014/15**

<b>FUND NAME</b>	<b>FINANCING SOURCE CATEGORY</b>	<b>FUNDING SOURCE ACCOUNT</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 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	53,718,568	54,338,000	58,466,105	8%
		CURRENT UNSECURED	3,241,868	3,230,000	3,500,000	8%
		PRIOR UNSECURED	71,371	75,000	95,000	27%
		SUPPLEMENTAL SECURED	626,479	550,000	1,300,000	136%
		PRIOR SECURED	226,971	25,000	200,000	700%
		PENALTIES	297,509	240,000	225,000	(6%)
		SALES & USE TAX	1,639,681	1,400,000	1,500,000	7%
		PROPERTY TRANSFER TAX	1,792,160	1,700,000	1,800,000	6%
		SALES & USE TAX-IN LIEU	497,139	400,000	500,000	25%
		PROPERTY TAX-IN LIEU OF VLF	36,889,441	37,269,000	40,412,182	8%
		UNITARY	2,863,424	3,009,000	3,000,000	(0%)
		ABX1 26 RESIDUAL TAXES	3,688,542	3,895,000	4,600,000	18%
		ABX1 26 PASS THROUGH	12,322,652	13,430,000	12,750,000	(5%)
		LMIHF & OTHER ASSETS	10,232,894	0	0	0%
		<b>Total 9000 Taxes</b>	<b>128,108,699</b>	<b>119,561,000</b>	<b>128,348,287</b>	<b>7%</b>
	<b>9200 Licenses, Permits &amp; Franchise</b>					
		ANIMAL LICENSES	30,185	30,000	32,000	7%
		BUSINESS LICENSES	95,920	97,133	88,230	(9%)
		BUILDING PERMITS	853,217	455,000	500,000	10%
		BUILDING PERMITS-ECOMMERCE	4,642	5,000	6,000	20%
		ZONING PERMITS	96,321	72,936	57,202	(22%)
		SOLID WASTE PERMITS	1,051,850	884,671	1,022,867	16%
		SEPTIC CONSTRUCTION PERMITS	175,413	151,000	168,056	11%
		FRANCHISE-PG&E ELECTRIC	328,767	330,000	330,000	0%
		FRANCHISE-PG&E GAS	68,524	85,000	70,000	(18%)
		FRANCHISE-CATV	90,002	70,000	90,000	29%
		FRANCHISE-GARBAGE	101,321	96,580	155,852	61%
		FRANCHISES - OTHER	25,773	25,000	25,000	0%
		LICENSES & PERMITS-OTHER	260,705	258,936	271,936	5%
		MARRIAGE LICENSES	118,628	122,700	143,826	17%
		FOOD PERMITS	1,438,735	1,410,000	1,430,962	1%
		PENALTY FEES	62,167	43,000	49,300	15%
		HOUSING PERMITS	98,062	92,848	92,848	0%
		RECREATIONAL HEALTH PERMITS	154,580	150,440	150,440	0%
		WATER PERMITS	8,967	8,716	7,665	(12%)
		HAZARDOUS MATERIALS PERMITS	1,072,868	1,092,597	1,068,000	(2%)
		BODY ART ACTIVITIES	23,873	13,152	15,008	14%
		<b>Total 9200 Licenses, Permits &amp; Franchise</b>	<b>6,160,518</b>	<b>5,494,709</b>	<b>5,775,192</b>	<b>5%</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>9300 Fines, Forfeitures, &amp; Penalty</b>						
	VEHICLE CODE FINES		717,584	700,000	700,000	0%
	OTHER COURT FINES		32,063	25,000	35,000	40%
	VEHICLE FINES-DRUNK DRIVING		177,119	160,000	150,000	(6%)
	WARRANT REVENUE - TRAFFIC		7,506	7,500	7,500	0%
	HEALTH & SAFETY		900	0	0	0%
	FORFEITURES & PENALTIES		5,429	7,500	5,200	(31%)
	OTHER ASSESSMENTS		482,368	459,500	453,300	(1%)
	<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>		<b>1,422,969</b>	<b>1,359,500</b>	<b>1,351,000</b>	<b>(1%)</b>
<b>9400 Revenue From Use of Money/Prop</b>						
	INTEREST INCOME		723,943	400,000	500,000	25%
	BUILDING RENTAL		586,718	631,645	602,072	(5%)
	CONCESSIONS		25,188	21,836	22,336	2%
	VENDING DEVICES		0	0	100	0%
	LEASES		134,695	116,813	116,101	(1%)
	ROYALTIES		676	2,000	2,013	1%
	<b>Total 9400 Revenue From Use of Money/Prop</b>		<b>1,471,220</b>	<b>1,172,294</b>	<b>1,242,622</b>	<b>6%</b>
<b>9501 Intergovernmental Rev State</b>						
	FISH & GAME		7,311	12,000	7,000	(42%)
	STATE HIGHWAY RENTALS		446	0	0	0%
	MOTOR VEHICLES IN-LIEU		184,909	150,000	150,000	0%
	HOMEOWNERS PROP TAX RELIEF		985,079	1,000,000	952,000	(5%)
	STATE UNCLAIMED GAS TAX		371,136	352,000	355,000	1%
	STATE GLASSY WINGED SHARPSHOOT		137,753	130,000	135,000	4%
	STATE PESTICIDE MILL		346,159	320,000	325,000	2%
	STATE REIMB MANDATED COSTS		92,403	6,000	14,350	139%
	STATE 4700 P.C.		10,745	8,170	9,917	21%
	STATE VETERANS AFFAIRS		192,614	145,000	130,000	(10%)
	STATE PEST DETECTION		189,391	135,000	167,000	24%
	STATE REIMBURSEMENT PUE		8,787	5,858	5,858	0%
	ST SALES TX 1991 REALIGNMNT-SS		351,000	351,000	351,000	0%
	STATE OTHER		1,266,152	1,257,302	1,216,750	(3%)
	<b>Total 9501 Intergovernmental Rev State</b>		<b>4,143,886</b>	<b>3,872,330</b>	<b>3,818,875</b>	<b>(1%)</b>
<b>9502 Intergovernmental Rev Federal</b>						
	GRANT REVENUE		242,915	634,959	162,157	(74%)
	<b>Total 9502 Intergovernmental Rev Federal</b>		<b>242,915</b>	<b>634,959</b>	<b>162,157</b>	<b>(74%)</b>
<b>9503 Intergovernmental Rev Other</b>						
	OTHER GOVERNMENTAL AGENCIES		1,790,618	2,066,048	1,866,063	(10%)
	<b>Total 9503 Intergovernmental Rev Other</b>		<b>1,790,618</b>	<b>2,066,048</b>	<b>1,866,063</b>	<b>(10%)</b>

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

FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>9600 Charges For Services</b>					
	PHOTO/MICROFICHE COPIES	231,113	220,945	319,045	44%
	CONTRACT SERVICES	6,269	4,000	4,000	0%
	FILING FEES	0	25,000	0	(100%)
	CIVIL PROCESS FEES	3,722	3,500	3,500	0%
	RECORDING FEES	2,021,410	1,875,000	1,575,000	(16%)
	COURT FEES	10,135	17,000	8,500	(50%)
	PHYTOSANI FIELD INSP FEE	167,869	160,000	165,000	3%
	CERTIFIED SEED INSP FEE	1,807	1,800	1,800	0%
	ADMIN SERVICES FEES	15,588	15,656	15,656	0%
	ASSMT & TAX COLLECTION FEES	3,713,242	3,592,222	3,613,514	1%
	AUDITING & ACCOUNTING FEES	1,240,070	1,398,685	1,391,275	(1%)
	LEGAL FEES	259,447	183,785	230,000	25%
	ELECTION SERVICES	1,004,892	330,000	780,000	136%
	ENGINEERING SERVICES	26,414	36,000	18,000	(50%)
	PLANNING SERVICES	408,411	285,673	246,073	(14%)
	LAND DIVISION FEES	26,947	19,027	20,125	6%
	REDEMPTION FEES	28,510	25,000	25,000	0%
	OTHER PROFESSIONAL SERVICES	402,737	415,381	430,069	4%
	33% PROOF OF CORRECTION	42,419	50,000	45,000	(10%)
	\$24 TRAFFIC SCHOOL FEES	1,515,188	1,350,000	1,350,000	0%
	CLERK'S FEES	141,698	135,000	155,000	15%
	ADMINISTRATION OVERHEAD	12,124,983	13,962,764	14,077,397	1%
	HUMANE SERVICES	178,226	170,000	253,500	49%
	DEPARTMENTAL ADMIN OVERHEAD	341,956	418,881	429,938	3%
	SB 813 COLLECTION FEES	215,975	170,040	184,040	8%
	DISPOSAL FEES	3,586,311	2,720,000	3,900,000	43%
	MEDICARE SERVICES	55	0	0	0%
	WATER WELL PERMITS	141,564	73,755	113,050	53%
	OTHER CHARGES FOR SERVICES	1,124,267	1,153,690	1,773,270	54%
	INTERFUND SVCS PROVIDE-COUNTY	1,138,312	1,062,554	191,195	(82%)
	INTERFUND SVCS-ACCTNG & AUDIT	93,457	132,191	205,383	55%
	INTERFUND SVCS-LEGAL SRVCS	218,046	2,000	493,500	24575%
	INTERFUND SVCS-PRO SVCS	2,042,996	2,057,777	2,452,191	19%
	INTERFUND SVCS-MAINT/MATERIAL	66,091	19,630	6,000	(69%)
	INTERFUND SVCS-SMALL PROJECTS	209,614	407,765	18,568	(95%)
	INTERFUND SVCS-POSTAGE	216,070	487,477	477,705	(2%)
	INTERFUND SVCS-MAINT/LABOR	90,786	72,940	10,100	(86%)
	<b>Total 9600 Charges For Services</b>	<b>33,056,596</b>	<b>33,055,138</b>	<b>34,982,394</b>	<b>6%</b>
<b>9700 Misc Revenue</b>					
	MISC SALES - TAXABLE	6,516	7,250	2,900	(60%)
	CASH OVERAGE	5,102	4,000	4,000	0%
	OTHER REVENUE	839,614	674,334	757,462	12%
	DONATIONS AND CONTRIBUTIONS	5,077	500	500	0%
	INSURANCE PROCEEDS	114,879	0	62,000	0%
	MISCELLANEOUS SALES-OTHER	71,505	64,400	8,145	(87%)
	EXCESS TAX LOSSES RESERVE	7,000,000	8,000,000	6,000,000	(25%)
	.33 HORSE RACING REVENUES	46,216	60,000	50,000	(17%)
	<b>Total 9700 Misc Revenue</b>	<b>8,088,909</b>	<b>8,810,484</b>	<b>6,885,007</b>	<b>(22%)</b>

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

FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
	<b>9800 Other Financing Sources</b>				
	SALE OF NONTAXABLE FIXED ASSET	325,106	20,009	16,050	(20%)
	OPERATING TRANSFERS IN	151,619	0	0	0%
	SALE OF TAXABLE FIXED ASSETS	63,212	70,085	69,550	(1%)
	<b>Total 9800 Other Financing Sources</b>	<b>539,937</b>	<b>90,094</b>	<b>85,600</b>	<b>(5%)</b>
<b>TOTAL</b>	<b>GENERAL FUND FINANCING SOURCES</b>	<b>185,026,268</b>	<b>176,116,556</b>	<b>184,517,197</b>	<b>5%</b>
<b>02</b>	<b>SPECIAL REVENUE FUND</b>				
<b>004</b>	<b>COUNTY LIBRARY</b>				
	<b>9000 Taxes</b>				
	CURRENT SECURED	4,201,762	4,198,070	4,677,748	11%
	CURRENT UNSECURED	245,750	249,371	322,083	29%
	PRIOR UNSECURED	7,551	6,035	6,661	10%
	SUPPLEMENTAL SECURED	33,536	11,492	35,812	212%
	PRIOR SECURED	16,138	0	0	0%
	LIBRARY SALES TAX - MEASURE B	3,434,885	3,865,869	3,865,869	0%
	UNITARY	123,199	123,290	127,655	4%
	ABX1 26 RESIDUAL TAXES	465,566	408,093	305,748	(25%)
	ABX1 26 PASS THROUGH	442,087	337,749	371,020	10%
	LMIH & OTHER ASSETS	529,118	0	0	0%
	<b>Total 9000 Taxes</b>	<b>9,499,591</b>	<b>9,199,969</b>	<b>9,712,596</b>	<b>6%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	45,955	39,465	32,449	(18%)
	BUILDING RENTAL	7,188	6,353	5,440	(14%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>53,142</b>	<b>45,818</b>	<b>37,889</b>	<b>(17%)</b>
	<b>9501 Intergovernmental Rev State</b>				
	STATE HIGHWAY RENTALS	29	0	0	0%
	HOMEOWNERS PROP TAX RELIEF	67,509	67,508	68,361	1%
	STATE OTHER	44,841	44,841	39,345	(12%)
	<b>Total 9501 Intergovernmental Rev State</b>	<b>112,379</b>	<b>112,349</b>	<b>107,706</b>	<b>(4%)</b>
	<b>9503 Intergovernmental Rev Other</b>				
	OTHER GOVERNMENTAL AGENCIES	679,562	506,298	561,864	11%
	<b>Total 9503 Intergovernmental Rev Other</b>	<b>679,562</b>	<b>506,298</b>	<b>561,864</b>	<b>11%</b>
	<b>9600 Charges For Services</b>				
	PHOTO/MICROFICHE COPIES	75,885	60,473	30,785	(49%)
	LIBRARY FINES	306,420	300,306	252,061	(16%)
	OTHER PROFESSIONAL SERVICES	4,012,842	4,315,878	3,698,779	(14%)
	<b>Total 9600 Charges For Services</b>	<b>4,395,147</b>	<b>4,676,657</b>	<b>3,981,625</b>	<b>(15%)</b>

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Detail of Additional Financing Sources by Fund and Account**

FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
	<b>9700 Misc Revenue</b>				
	CASH OVERAGE	56	0	0	0%
	OTHER REVENUE	15,682	0	0	0%
	DONATIONS AND CONTRIBUTIONS	2,498	0	0	0%
	<b>Total 9700 Misc Revenue</b>	<b>18,236</b>	<b>0</b>	<b>0</b>	<b>0%</b>
	<b>9800 Other Financing Sources</b>				
	OPERATING TRANSFERS IN	1,949,850	2,648,148	1,464,695	(45%)
	<b>Total 9800 Other Financing Sources</b>	<b>1,949,850</b>	<b>2,648,148</b>	<b>1,464,695</b>	<b>(45%)</b>
	<b>9801 General Fund Contribution</b>				
	TRANSFER IN-COUNTY CONTRIB	231,980	239,149	251,629	5%
	<b>Total 9801 General Fund Contribution</b>	<b>231,980</b>	<b>239,149</b>	<b>251,629</b>	<b>5%</b>
<b>TOTAL</b>	<b>COUNTY LIBRARY FINANCING SOURCES</b>	<b>16,940,028</b>	<b>17,428,388</b>	<b>16,118,004</b>	<b>(8%)</b>
<b>012</b>	<b>FISH/WILDLIFE PROPAGATION</b>				
	<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
	VEHICLE CODE FINES	1,358	800	800	0%
	<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>	<b>1,358</b>	<b>800</b>	<b>800</b>	<b>0%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	2,928	2,000	300	(85%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>2,928</b>	<b>2,000</b>	<b>300</b>	<b>(85%)</b>
	<b>9600 Charges For Services</b>				
	ADMINISTRATION OVERHEAD	15,799	1,680	1,801	7%
	<b>Total 9600 Charges For Services</b>	<b>15,799</b>	<b>1,680</b>	<b>1,801</b>	<b>7%</b>
<b>TOTAL</b>	<b>FISH/WILDLIFE PROPAGATION FIN. SRCES</b>	<b>20,085</b>	<b>4,480</b>	<b>2,901</b>	<b>(35%)</b>
<b>016</b>	<b>PARKS AND RECREATION</b>				
	<b>9000 Taxes</b>				
	CURRENT SECURED	357,634	347,103	379,085	9%
	CURRENT UNSECURED	21,824	21,574	27,611	28%
	PRIOR UNSECURED	486	300	591	97%
	SUPPLEMENTAL SECURED	2,740	2,580	1,765	(32%)
	PRIOR SECURED	1,526	100	788	688%
	UNITARY	15,827	15,838	8,020	(49%)
	ABX1 26 RESIDUAL TAXES	27,934	22,156	17,330	(22%)
	ABX1 26 PASS THROUGH	69,975	65,844	73,498	12%
	LMIHF & OTHER ASSETS	66,427	0	0	0%
	<b>Total 9000 Taxes</b>	<b>564,372</b>	<b>475,495</b>	<b>508,688</b>	<b>7%</b>
	<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
	OTHER COURT FINES	1,721	0	0	0%
	<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>	<b>1,721</b>	<b>0</b>	<b>0</b>	<b>0%</b>



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>9400 Revenue From Use of Money/Prop</b>						
	INTEREST INCOME		817	200	200	0%
	BUILDING RENTAL		0	500	500	0%
	CONCESSIONS		11,274	7,600	9,600	26%
	LEASES		3,480	3,500	2,000	(43%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>		<b>15,571</b>	<b>11,800</b>	<b>12,300</b>	<b>4%</b>
<b>9501 Intergovernmental Rev State</b>						
	STATE HIGHWAY RENTALS		3	5	5	0%
	HOMEOWNERS PROP TAX RELIEF		6,510	6,547	6,311	(4%)
	STATE OFF-HIGHWAY MOTOR VEHICL		2,280	2,000	1,200	(40%)
	STATE OTHER		0	62,680	60,000	(4%)
	<b>Total 9501 Intergovernmental Rev State</b>		<b>8,793</b>	<b>71,232</b>	<b>67,516</b>	<b>(5%)</b>
<b>9502 Intergovernmental Rev Federal</b>						
	GRANT REVENUE		0	74,870	54,530	(27%)
	FED OTHER		5,979	93,487	93,487	0%
	<b>Total 9502 Intergovernmental Rev Federal</b>		<b>5,979</b>	<b>168,357</b>	<b>148,017</b>	<b>(12%)</b>
<b>9600 Charges For Services</b>						
	RECREATION SERVICES		482,824	437,940	456,440	4%
	ADMINISTRATION OVERHEAD		116,768	122,132	59,075	(52%)
	OTHER CHARGES FOR SERVICES		1,785	0	0	0%
	INTERFUND SVCES PROVIDE-COUNTY		4,055	10,927	2,000	(82%)
	<b>Total 9600 Charges For Services</b>		<b>605,431</b>	<b>570,999</b>	<b>517,515</b>	<b>(9)%</b>
<b>9700 Misc Revenue</b>						
	MISC SALES - TAXABLE		2,292	2,500	2,500	0%
	CASH OVERAGE		61	175	175	0%
	DONATIONS AND CONTRIBUTIONS		3,000	3,000	3,000	0%
	INSURANCE PROCEEDS		15,242	0	0	0%
	<b>Total 9700 Misc Revenue</b>		<b>20,595</b>	<b>5,675</b>	<b>5,675</b>	<b>0%</b>
<b>9801 General Fund Contribution</b>						
	TRANSFER IN-COUNTY CONTRIB		125,951	122,778	166,212	35%
	<b>Total 9801 General Fund Contribution</b>		<b>125,951</b>	<b>122,778</b>	<b>166,212</b>	<b>35%</b>
<b>TOTAL</b>	<b>PARKS &amp; REC FINANCING SOURCES</b>		<b>1,348,413</b>	<b>1,426,336</b>	<b>1,425,923</b>	<b>(0%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>035</b>	<b>JH REC HALL - WARD WELFARE</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	554	0	879	0%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>554</b>	<b>0</b>	<b>879</b>	<b>0%</b>
	<b>9700 Misc Revenue</b>				
	OTHER REVENUE	11,833	15,000	13,000	(13%)
	<b>Total 9700 Misc Revenue</b>	<b>11,833</b>	<b>15,000</b>	<b>13,000</b>	<b>(13%)</b>
<b>TOTAL</b>	<b>JH REC HALL - WARD WELFARE FIN. SRCES</b>	<b>12,388</b>	<b>15,000</b>	<b>13,879</b>	<b>(7%)</b>
<b>036</b>	<b>LIBRARY ZONE 1</b>				
	<b>9000 Taxes</b>				
	CURRENT SECURED	608,603	605,402	703,595	16%
	CURRENT UNSECURED	27,861	27,406	43,865	60%
	PRIOR UNSECURED	798	0	0	0%
	SUPPLEMENTAL SECURED	6,386	4,870	0	(100%)
	PRIOR SECURED	4,078	0	0	0%
	UNITARY	14,452	14,463	15,021	4%
	ABX1 26 RESIDUAL TAXES	156,555	150,000	78,434	(48%)
	ABX1 26 PASS THROUGH	172,951	120,000	149,253	24%
	LMIHF & OTHER ASSETS	136,855	0	0	0%
	<b>Total 9000 Taxes</b>	<b>1,128,539</b>	<b>922,141</b>	<b>990,168</b>	<b>7%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	2,668	1,833	2,523	38%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>2,668</b>	<b>1,833</b>	<b>2,523</b>	<b>38%</b>
	<b>9501 Intergovernmental Rev State</b>				
	STATE HIGHWAY RENTALS	8	0	0	0%
	HOMEOWNERS PROP TAX RELIEF	14,043	14,043	14,369	2%
	<b>Total 9501 Intergovernmental Rev State</b>	<b>14,051</b>	<b>14,043</b>	<b>14,369</b>	<b>4%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 1 FINANCING SOURCES</b>	<b>1,145,258</b>	<b>938,017</b>	<b>1,007,060</b>	<b>7%</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>037</b>	<b>LIBRARY ZONE 2</b>				
	<b>9000 Taxes</b>				
	CURRENT SECURED	28,371	28,405	37,007	30%
	CURRENT UNSECURED	1,683	1,679	2,441	45%
	PRIOR UNSECURED	40	0	0	0%
	SUPPLEMENTAL SECURED	180	0	0	0%
	PRIOR SECURED	98	0	0	0%
	UNITARY	931	932	963	3%
	ABX1 26 RESIDUAL TAXES	0	0	75	0%
	ABX1 26 PASS THROUGH	1,068	1,049	644	(39%)
	LMIHF & OTHER ASSETS	3,213	0	0	0%
	<b>Total 9000 Taxes</b>	<b>35,585</b>	<b>32,065</b>	<b>41,130</b>	<b>28%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	90	64	78	22%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>90</b>	<b>65</b>	<b>78</b>	<b>22%</b>
	<b>9501 Intergovernmental Rev State</b>				
	HOMEOWNERS PROP TAX RELIEF	373	373	437	17%
	<b>Total 9501 Intergovernmental Rev State</b>	<b>373</b>	<b>373</b>	<b>437</b>	<b>17%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 2 FINANCING SOURCES</b>	<b>36,047</b>	<b>32,502</b>	<b>41,645</b>	<b>28%</b>
<b>066</b>	<b>LIBRARY ZONE 6</b>				
	<b>9000 Taxes</b>				
	CURRENT SECURED	11,607	11,618	13,137	13%
	CURRENT UNSECURED	802	801	959	20%
	PRIOR UNSECURED	25	0	0	0%
	SUPPLEMENTAL SECURED	77	0	0	0%
	PRIOR SECURED	44	0	0	0%
	UNITARY	546	546	564	3%
	LMIHF & OTHER ASSETS	1	0	0	0%
	<b>Total 9000 Taxes</b>	<b>13,103</b>	<b>12,965</b>	<b>14,660</b>	<b>13%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	57	43	34	(21%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>57</b>	<b>43</b>	<b>34</b>	<b>(21%)</b>
	<b>9501 Intergovernmental Rev State</b>				
	HOMEOWNERS PROP TAX RELIEF	142	142	146	3%
	<b>Total 9501 Intergovernmental Rev State</b>	<b>142</b>	<b>142</b>	<b>146</b>	<b>3%</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 6 FINANCING SOURCES</b>	<b>13,302</b>	<b>13,150</b>	<b>14,840</b>	<b>13%</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>067</b>	<b>LIBRARY ZONE 7</b>				
	<b>9000 Taxes</b>				
	CURRENT SECURED	288,552	288,848	288,963	0%
	CURRENT UNSECURED	14,936	14,916	16,950	14%
	PRIOR UNSECURED	604	0	0	0%
	SUPPLEMENTAL SECURED	2,252	0	0	0%
	PRIOR SECURED	1,105	0	0	0%
	UNITARY	7,849	7,855	8,138	4%
	ABX1 26 RESIDUAL TAXES	2,036	0	2,857	0%
	ABX1 26 PASS THROUGH	2,899	3,000	1,827	(39%)
	LMIHF & OTHER ASSETS	23,116	0	0	0%
	<b>Total 9000 Taxes</b>	<b>343,350</b>	<b>314,619</b>	<b>318,735</b>	<b>1%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	728	498	591	19%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>728</b>	<b>498</b>	<b>591</b>	<b>19%</b>
	<b>9501 Intergovernmental Rev State</b>				
	STATE HIGHWAY RENTALS	2	0	0	0%
	HOMEOWNERS PROP TAX RELIEF	3,951	3,951	3,064	(9%)
	<b>Total 9501 Intergovernmental Rev State</b>	<b>3,951</b>	<b>3,951</b>	<b>3,064</b>	<b>(9%)</b>
<b>TOTAL</b>	<b>LIBRARY ZONE 7 FINANCING SOURCES</b>	<b>348,031</b>	<b>319,068</b>	<b>322,930</b>	<b>1%</b>
<b>101</b>	<b>ROAD</b>				
	<b>9000 Taxes</b>				
	CURRENT SECURED	699,278	725,000	850,000	17%
	CURRENT UNSECURED	48,418	45,000	65,000	44%
	PRIOR UNSECURED	1,370	1,000	1,200	20%
	SUPPLEMENTAL SECURED	4,505	1,500	4,700	213%
	PRIOR SECURED	2,388	250	100	(60%)
	TRANSPORTATION TAX	163,000	660,000	455,000	(31%)
	UNITARY	61,760	65,000	64,000	(2%)
	<b>Total 9000 Taxes</b>	<b>980,718</b>	<b>1,497,750</b>	<b>1,440,000</b>	<b>(4%)</b>
	<b>9200 Licenses, Permits &amp; Franchise</b>				
	BUILDING PERMITS	9,825	8,000	7,000	(13%)
	ZONING PERMITS	660	1,500	1,800	20%
	ROAD PERMITS	0	0	1,000	0%
	ENCROACHMENT PERMITS	167,719	103,000	103,000	0%
	TRANSPORTATION PERMIT	19,582	26,000	12,000	(54%)
	GRADING PERMITS	36,669	50,000	50,000	0%
	LICENSES & PERMITS-OTHER	5,241	4,000	4,500	13%
	<b>Total 9200 Licenses, Permits &amp; Franchise</b>	<b>239,696</b>	<b>192,500</b>	<b>179,300</b>	<b>(7%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>9400 Revenue From Use of Money/Prop</b>						
		BUILDING PERMITS	61,494	60,000	47,000	(22%)
		ZONING PERMITS	48,216	49,000	49,000	0%
		<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>109,710</b>	<b>109,000</b>	<b>96,000</b>	<b>(12%)</b>
<b>9501 Intergovernmental Rev State</b>						
		HIGHWAY USERS TAX	8,534,903	9,000,000	9,822,637	9%
		STATE HIGHWAY RENTALS	4	4	4	0%
		HOMEOWNERS PROP TAX RELIEF	8,634	8,600	9,400	9%
		STATE CONSTRUCTION	100,000	100,000	100,000	0%
		ARRA-STATE PASS-THROUGH	14,297	0	0	0%
		<b>Total 9501 Intergovernmental Rev State</b>	<b>8,657,839</b>	<b>9,108,604</b>	<b>9,932,041</b>	<b>9%</b>
<b>9502 Intergovernmental Rev Federal</b>						
		FED CONSTRUCTION	5,933,297	10,526,000	13,137,900	25%
		GRANT REVENUE	550,000	0	0	0%
		<b>Total 9502 Intergovernmental Rev Federal</b>	<b>6,483,297</b>	<b>10,526,000</b>	<b>13,137,900</b>	<b>25%</b>
<b>9503 Intergovernmental Rev Other</b>						
		OTHER GOVERNMENTAL AGENCIES	115,212	47,000	628,000	1236%
		<b>Total 9503 Intergovernmental Rev Other</b>	<b>115,212</b>	<b>47,000</b>	<b>628,000</b>	<b>1236%</b>
<b>9600 Charges For Services</b>						
		PHOTO/MICROFICHE COPIES	79	0	12	0%
		ADMIN SERVICES FEES	18,730	19,000	20,000	5%
		ENGINEERING SERVICES	7,305	5,000	5,000	0%
		LAND DIVISION FEES	0	0	500	0%
		ADMINISTRATION OVERHEAD	22	0	0	0%
		DEPARTMENTAL ADMIN OVERHEAD	78,034	89,081	90,456	2%
		OTHER CHARGES FOR SERVICES	4,611	5,050	5,050	0%
		ROAD SVCES ON COUNTY ROADS	1,385,732	450,000	50,000	(89%)
		NON-ROAD SVCES - COUNTY	460,661	553,000	554,500	0%
		INTERFUND SVCES PROVIDE-COUNTY	12,436	0	1,000	0%
		INTERFUND SVCES-PRO SVCES	147,420	131,134	98,700	(25%)
		INTERFUND SVCES-MAINT/LABOR	75,351	25,000	25,000	0%
		<b>Total 9600 Charges For Services</b>	<b>2,190,379</b>	<b>1,277,265</b>	<b>850,218</b>	<b>(33%)</b>
<b>9700 Misc Revenue</b>						
		OTHER REVENUE	1,087	615	1,900	(12%)
		<b>Total 9700 Misc Revenue</b>	<b>1,087</b>	<b>915</b>	<b>1,900</b>	<b>(12%)</b>
<b>9800 Other Financing Sources</b>						
		SALE OF NONTAXABLE FIXED ASSET	98,600	50,000	50,000	0%
		LONG-TERM DEBT PROCEEDS	0	34,000	30,000	(12%)
		OPERATING TRANSFERS IN	0	0	9,078	0%
		<b>Total 9800 Other Financing Sources</b>	<b>98,600</b>	<b>84,000</b>	<b>89,078</b>	<b>6%</b>
<b>TOTAL</b>	<b>ROAD FINANCING SOURCES</b>		<b>18,876,538</b>	<b>22,842,734</b>	<b>26,354,437</b>	<b>15%</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>105</b>	<b>HOUSING REHABILITATION</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	3	0	0	0%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0%</b>
	<b>9501 Intergovernmental Rev State</b>				
	STATE OTHER	80,887	225,000	0	(100%)
	<b>Total 9501 Intergovernmental Rev State</b>	<b>80,887</b>	<b>225,000</b>	<b>0</b>	<b>(100%)</b>
<b>TOTAL</b>	<b>HOUSING REHABILITATION FINANCING SOURCES</b>	<b>80,890</b>	<b>225,000</b>	<b>0</b>	<b>(100%)</b>
<b>110</b>	<b>MICROENTERPRISE BUSINESS</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	695	255	250	(2%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>695</b>	<b>255</b>	<b>250</b>	<b>(2%)</b>
	<b>9501 Intergovernmental Rev State</b>				
	STATE OTHER	(1,865)	300,000	277,654	(8%)
	<b>Total 9501 Intergovernmental Rev State</b>	<b>(1,865)</b>	<b>300,000</b>	<b>277,654</b>	<b>(8%)</b>
<b>TOTAL</b>	<b>MICROENTERPRISE BUS FINANCING SRCES</b>	<b>(1,170)</b>	<b>300,255</b>	<b>277,654</b>	<b>(8%)</b>
<b>120</b>	<b>HOMEACRES LOAN PROGRAM</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	9,664	10,000	10,000	0%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>9,664</b>	<b>10,000</b>	<b>10,000</b>	<b>0%</b>
	<b>9600 Charges For Services</b>				
	ADMINISTRATION OVERHEAD	875	0	0	0%
	<b>Total 9600 Charges For Services</b>	<b>875</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL</b>	<b>HOMEACRES LOAN PRGRM FIN. SOURCES</b>	<b>10,359</b>	<b>10,000</b>	<b>10,000</b>	<b>0%</b>
<b>150</b>	<b>HOUSING &amp; URBAN DEVELOPMENT</b>				
	<b>9502 Intergovernmental Rev Federal</b>				
	FED OTHER	2,502,371	3,145,379	2,300,000	(27%)
	<b>Total 9502 Intergovernmental Rev Federal</b>	<b>2,502,371</b>	<b>3,145,379</b>	<b>2,300,000</b>	<b>(27%)</b>
<b>TOTAL</b>	<b>HOUSING &amp; URBAN DEV FIN. SOURCES</b>	<b>2,502,371</b>	<b>3,145,379</b>	<b>2,300,000</b>	<b>(27%)</b>

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

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>151</b>	<b>FIRST 5 FUTURE INITIATIVE</b>					
	<b>9400 Revenue from the Use of Money/Prop</b>					
	INTERFUND SVCES-PRO SVCES		152	0	0	0%
	<b>Total 9400 Revenue from the Use of Money/Prop</b>		<b>152</b>	<b>0</b>	<b>0</b>	<b>0%</b>
	<b>9600 Charges For Services</b>					
	INTERFUND SVCES-PRO SVCES		30,524	16,332	151,632	675%
	<b>Total 9600 Charges For Services</b>		<b>30,524</b>	<b>16,332</b>	<b>151,632</b>	<b>675%</b>
	<b>9800 Other Financing Sources</b>					
	Operating Transfers In		50,000	78,613	0	(100%)
	<b>Total 9800 Other Financing Sources</b>		<b>50,000</b>	<b>78,613</b>	<b>0</b>	<b>(100%)</b>
	<b>9801 General Fund Contribution</b>					
	TRANSFER IN-COUNTY CONTRIB		130,103	152,637	645,657	323%
	<b>Total 9801 General Fund Contribution</b>		<b>130,103</b>	<b>152,637</b>	<b>645,657</b>	<b>323%</b>
<b>TOTAL</b>	<b>FIRST 5 FUTURE INITIATIVE FIN. SOURCES</b>		<b>210,779</b>	<b>247,582</b>	<b>797,289</b>	<b>222%</b>
<b>152</b>	<b>IN HOME SUPP SVCS-PUBLIC AUTH</b>					
	<b>9501 Intergovernmental Rev State</b>					
	ST ADM IHSS		763,406	1,054,976	1,454,896	38%
	<b>Total 9501 Intergovernmental Rev State</b>		<b>763,406</b>	<b>1,054,976</b>	<b>1,454,896</b>	<b>38%</b>
	<b>9502 Intergovernmental Rev Federal</b>					
	FED ADM HEALTH RELATED SVS		1,546,072	1,375,776	1,768,466	29%
	<b>Total 9502 Intergovernmental Rev Federal</b>		<b>1,546,072</b>	<b>1,375,776</b>	<b>1,768,466</b>	<b>29%</b>
	<b>9801 General Fund Contribution</b>					
	TRANSFER IN-COUNTY CONTRIB		504,254	553,541	553,541	0%
	<b>Total 9801 General Fund Contribution</b>		<b>504,254</b>	<b>553,541</b>	<b>553,541</b>	<b>0%</b>
<b>TOTAL</b>	<b>IHSS-PUBLIC AUTH FINANCING SOURCES</b>		<b>2,813,732</b>	<b>2,984,293</b>	<b>3,776,906</b>	<b>27%</b>
<b>153</b>	<b>FIRST 5 SOLANO</b>					
	<b>9400 Revenue From Use of Money/Prop</b>					
	INTEREST INCOME		72,673	36,438	24,849	(32%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>		<b>72,673</b>	<b>36,438</b>	<b>24,849</b>	<b>(32%)</b>
	<b>9501 Intergovernmental Rev State</b>					
	STATE OTHER		3,650,050	3,344,782	3,246,085	(3%)
	<b>Total 9501 Intergovernmental Rev State</b>		<b>3,650,050</b>	<b>3,344,782</b>	<b>3,246,085</b>	<b>(3%)</b>
	<b>9502 Intergovernmental Rev Federal</b>					
	GRANT REVENUE		185,091	241,313	241,313	0%
	<b>Total 9502 Intergovernmental Rev Federal</b>		<b>185,091</b>	<b>241,313</b>	<b>241,313</b>	<b>0%</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
	<b>9600 Charges For Services</b>				
	INTERFUND SVCES PROVIDE-CO	456,000	456,000	600,858	32%
	<b>Total 9600 Charges For Services</b>	<b>456,000</b>	<b>456,000</b>	<b>605,858</b>	<b>33%</b>
	<b>9700 Misc Revenue</b>				
	OTHER REVENUE	106,420	0	0	0%
	<b>Total 9700 Misc Revenue</b>	<b>106,420</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL</b>	<b>FIRST 5 SOLANO FINANCING SOURCES</b>	<b>4,470,235</b>	<b>4,078,533</b>	<b>4,118,105</b>	<b>1%</b>
<b>215</b>	<b>RECORDER SPECIAL REVENUE</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	47,394	46,000	34,000	(26%)
	<b>Total 9400 Rev From Use of Money/Prop</b>	<b>47,394</b>	<b>46,000</b>	<b>34,000</b>	<b>(26%)</b>
	<b>9600 Charges For Services</b>				
	RECORDING FEES	684,848	595,000	542,000	(9%)
	AUTOMATION-MICROGRAPHICS FEE	139,278	155,000	129,000	(17%)
	ADMIN SERVICES FEES	0	0	75,000	0%
	<b>Total 9600 Charges For Services</b>	<b>824,126</b>	<b>750,000</b>	<b>746,000</b>	<b>(1%)</b>
<b>TOTAL</b>	<b>RECORDER SPECIAL REV FIN. SOURCES</b>	<b>871,520</b>	<b>750,000</b>	<b>746,000</b>	<b>(1%)</b>
<b>228</b>	<b>LIBRARY - FRIENDS &amp; FOUNDATION</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	695	704	739	5%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>695</b>	<b>704</b>	<b>739</b>	<b>5%</b>
	<b>9700 Misc Revenue</b>				
	OTHER REVENUE	35	0	0	0%
	DONATIONS AND CONTRIBUTIONS	94,292	119,796	120,661	1%
	<b>Total 9700 Misc Revenue</b>	<b>94,327</b>	<b>119,796</b>	<b>120,661</b>	<b>1%</b>
<b>TOTAL</b>	<b>LIBRARY - FRIENDS &amp; FOUNDATION FINANCING SOURCES</b>	<b>95,022</b>	<b>120,500</b>	<b>121,400</b>	<b>1%</b>
<b>233</b>	<b>DISTRICT ATTORNEY SPECIAL REV</b>				
	<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
	FORFEITURES & PENALTIES	1,782,022	322,838	320,975	(1%)
	FORFEITURES-VEHICLE	375	0	0	0%
	<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>	<b>1,782,397</b>	<b>322,838</b>	<b>320,975</b>	<b>(1%)</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	13,791	0	0	0%
	<b>Total 9400 Rev From Use of Money/Prop</b>	<b>13,791</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL</b>	<b>DA SPECIAL REV FINANCING SOURCES</b>	<b>2,024,714</b>	<b>322,838</b>	<b>320,975</b>	<b>(1%)</b>



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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>238</b>	<b>SE VALLEJO REDEVELOPMENT SETT</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	6	0	0	0%
	<b>Total 9400 Rev From Use of Money/Prop</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL</b>	<b>SE VALLEJO REDEV SETT FIN. SOURCES</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>239</b>	<b>TOBACCO SETTLEMENT</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	672	0	0	0%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>672</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL</b>	<b>TOBACCO SETTLEMENT FIN. SOURCES</b>	<b>672</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>241</b>	<b>CIVIL PROCESSING FEES</b>				
	<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
	CIVIL ASSESSMENT	126,861	128,852	125,000	(3%)
	OTHER ASSESSMENTS	6,677	6,845	6,500	(5%)
	<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>	<b>133,538</b>	<b>135,697</b>	<b>131,500</b>	<b>(3%)</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	5,552	5,116	4,000	(22%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>5,552</b>	<b>5,116</b>	<b>4,000</b>	<b>(22%)</b>
	<b>9600 Charges For Services</b>				
	CIVIL PROCESS FEES	99,368	110,413	98,000	(11%)
	<b>Total 9600 Charges For Services</b>	<b>99,368</b>	<b>110,413</b>	<b>98,000</b>	<b>(11%)</b>
<b>TOTAL</b>	<b>CIVIL PROCESSING FEES FIN. SOURCES</b>	<b>238,458</b>	<b>251,226</b>	<b>233,500</b>	<b>(7%)</b>
<b>253</b>	<b>SHERIFF'S ASSET SEIZURE</b>				
	<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
	FORFEITURES & PENALTIES	0	0	4,000	0%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>0</b>	<b>0</b>	<b>4,000</b>	<b>0%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	1,002	1,000	1,000	0%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>1,002</b>	<b>1,000</b>	<b>1,000</b>	<b>0%</b>
	<b>9700 Misc Revenue</b>				
	OTHER REVENUE	241	1,500	0	(100%)
	<b>Total 9700 Misc Revenue</b>	<b>241</b>	<b>1,500</b>	<b>0</b>	<b>(100%)</b>
<b>TOTAL</b>	<b>SHERIFF'S ASSET SEIZURE FIN. SOURCES</b>	<b>1,243</b>	<b>2,500</b>	<b>5,000</b>	<b>100%</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>256</b>	<b>SHERIFF OES</b>				
	<b>9502 Intergovernmental Rev Federal</b>				
	GRANT REVENUE	1,422,028	963,315	601,175	(38%)
	<b>Total 9502 Intergovernmental Rev Federal</b>	<b>1,422,028</b>	<b>963,315</b>	<b>601,175</b>	<b>(38%)</b>
<b>TOTAL</b>	<b>SHERIFF OES FINANCING SOURCES</b>	<b>1,422,028</b>	<b>963,315</b>	<b>601,175</b>	<b>(38%)</b>
<b>263</b>	<b>CJ TEMP CONSTRUCTION</b>				
	<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
	VEHICLE CODE FINES	23,056	16,831	19,674	17%
	<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>	<b>23,056</b>	<b>16,831</b>	<b>19,674</b>	<b>17%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	2,941	1,775	2,475	39%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>2,941</b>	<b>1,775</b>	<b>2,475</b>	<b>39%</b>
	<b>9600 Charges For Services</b>				
	CAPITAL FACILITIES FEES	0	248,815	0	(100%)
	COURT FEES	311,960	0	239,333	0%
	ADMINISTRATION OVERHEAD	0	1,955	0	(100%)
	<b>Total 9600 Charges For Services</b>	<b>311,960</b>	<b>250,770</b>	<b>239,333</b>	<b>(5%)</b>
<b>TOTAL</b>	<b>CJ TEMP CONSTRCTN FINANCING SRCES</b>	<b>337,957</b>	<b>269,376</b>	<b>261,482</b>	<b>(3%)</b>
<b>264</b>	<b>CRTHSE TEMP CONST</b>				
	<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
	VEHICLE CODE FINES	22,769	16,340	19,673	20%
	<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>	<b>22,769</b>	<b>16,340</b>	<b>19,673</b>	<b>20%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	3,281	1,787	1,202	(33%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>3,281</b>	<b>1,787</b>	<b>1,202</b>	<b>(33%)</b>
	<b>9600 Charges For Services</b>				
	CAPITAL FACILITIES FEES	0	249,430	0	(100%)
	COURT FEES	312,477	0	239,575	0%
	<b>Total 9600 Charges For Services</b>	<b>312,477</b>	<b>249,430</b>	<b>239,575</b>	<b>(4%)</b>
<b>TOTAL</b>	<b>CRTHSE TEMP CONST FINANCING SOURCES</b>	<b>338,528</b>	<b>267,557</b>	<b>260,450</b>	<b>(3%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>278</b>	<b>PUBLIC WORKS IMPROVEMENT</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	1,280	1,400	1,100	(21%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>1,280</b>	<b>1,400</b>	<b>1,100</b>	<b>(21%)</b>
	<b>9700 Misc Revenue</b>				
	OTHER REVENUE	50,314	30,000	45,000	50%
	<b>Total 9700 Misc Revenue</b>	<b>50,314</b>	<b>30,000</b>	<b>45,000</b>	<b>50%</b>
<b>TOTAL</b>	<b>PUBLIC WORKS IMPRVMT FINANCING SOURCES</b>	<b>51,594</b>	<b>31,400</b>	<b>46,100</b>	<b>47%</b>
<b>281</b>	<b>SURVEY MONUMENT PRESERVATION</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	206	150	90	(40%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>206</b>	<b>150</b>	<b>90</b>	<b>(40%)</b>
	<b>9600 Charges For Services</b>				
	RECORDING FEES	16,700	22,000	12,000	(45%)
	ADMINISTRATION OVERHEAD	80	0	0	0%
	<b>Total 9600 Charges For Services</b>	<b>16,780</b>	<b>22,000</b>	<b>12,000</b>	<b>(45%)</b>
<b>TOTAL</b>	<b>SURVEY MNMNT PRESRVTN FIN. SOURCES</b>	<b>16,986</b>	<b>22,150</b>	<b>12,090</b>	<b>(45%)</b>
<b>296</b>	<b>PUBLIC FACILITIES FEES</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	37,545	23,500	21,900	(7%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>37,545</b>	<b>23,500</b>	<b>21,900</b>	<b>(7%)</b>
	<b>9600 Charges For Services</b>				
	CAPITAL FACILITIES FEES	6,807,528	2,630,000	3,194,997	21%
	ADMINISTRATION OVERHEAD	89,753	22,692	0	(100%)
	<b>Total 9600 Charges For Services</b>	<b>6,897,281</b>	<b>2,652,692</b>	<b>3,194,997</b>	<b>20%</b>
<b>TOTAL</b>	<b>PUBLIC FACILITIES FEES FIN. SOURCES</b>	<b>6,934,825</b>	<b>2,676,192</b>	<b>3,216,897</b>	<b>20%</b>
<b>301</b>	<b>GEN SVCS SPECIAL REVENUE</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	23	8	7	(13%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>23</b>	<b>8</b>	<b>7</b>	<b>(13%)</b>
	<b>9700 Misc Revenue</b>				
	DONATIONS	1,525	0	0	0%
	<b>9600 Charges For Services</b>				
	PHOTO/MICROFICHE COPIES	341	200	200	0%
	<b>Total 9600 Charges For Services</b>	<b>341</b>	<b>200</b>	<b>200</b>	<b>0%</b>
<b>TOTAL</b>	<b>GEN SVCS SPECIAL REV FIN. SOURCES</b>	<b>1,889</b>	<b>208</b>	<b>207</b>	<b>(0%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>325</b>	<b>SHERIFF'S OFFICE GRANTS</b>					
	<b>9502 Intergovernmental Rev Federal</b>					
		GRANT REVENUE	117,838	5,471	0	(100%)
		<b>Total 9502 Intergovernmental Rev Federal</b>	<b>117,838</b>	<b>5,471</b>	<b>0</b>	<b>(100%)</b>
<b>TOTAL</b>	<b>SHERIFF'S OFFICE GRANTS FIN. SOURCES</b>		<b>117,838</b>	<b>5,471</b>	<b>0</b>	<b>(100%)</b>
<b>326</b>	<b>SHERIFF - SPECIAL REVENUE</b>					
	<b>9200 Licenses, Permits &amp; Franchise</b>					
		LICENSES & PERMITS-OTHER	180,702	165,000	162,529	(1%)
		<b>Total 9200 Licenses, Permits &amp; Franchise</b>	<b>180,702</b>	<b>165,000</b>	<b>162,529</b>	<b>(1%)</b>
	<b>9502 Intergovernmental Rev Federal</b>					
		GRANT REVENUE	0	300,000	197,797	(34%)
		<b>Total 9502 Intergovernmental Rev Federal</b>	<b>0</b>	<b>300,000</b>	<b>197,797</b>	<b>(34%)</b>
	<b>9400 Revenue From Use of Money/Prop</b>					
		INTEREST INCOME	3,115	2,500	1,400	(44%)
		<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>3,115</b>	<b>2,500</b>	<b>1,400</b>	<b>(44%)</b>
	<b>9600 Charges For Services</b>					
		COURT FEES	71,816	80,000	65,000	(19%)
		<b>Total 9600 Charges For Services</b>	<b>71,816</b>	<b>80,000</b>	<b>65,000</b>	<b>(19%)</b>
	<b>9700 Misc Revenue</b>					
		OTHER REVENUE	359,496	324,855	370,000	14%
		<b>Total 9700 Misc Revenue</b>	<b>359,496</b>	<b>324,855</b>	<b>370,000</b>	<b>14%</b>
<b>TOTAL</b>	<b>SHERIFF - SPECIAL REV FIN. SOURCES</b>		<b>615,130</b>	<b>872,355</b>	<b>796,726</b>	<b>(9%)</b>
<b>340</b>	<b>LOCAL LAW ENFORCE BLOCK GRANT</b>					
	<b>9400 Revenue From Use of Money/Prop</b>					
		INTEREST INCOME	1	0	0	0%
		<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0%</b>
	<b>9502 Intergovernmental Rev Federal</b>					
		FED OTHER	45,847	0	0	0%
		<b>Total 9502 Intergovernmental Rev Federal</b>	<b>45,847</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL</b>	<b>LOCAL LAW ENFRM BLCK GRNT FIN. SRCS</b>		<b>45,848</b>	<b>0</b>	<b>0</b>	<b>0%</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>369</b>	<b>CHILD SUPPORT SERVICES</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	5,782	4,500	6,000	33%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>5,782</b>	<b>4,500</b>	<b>6,000</b>	<b>33%</b>
	<b>9501 Intergovernmental Rev State</b>				
	STATE SUPPORT ENFORCEMENT INC	3,964,990	4,193,879	4,214,077	0%
	<b>Total 9501 Intergovernmental Rev State</b>	<b>3,964,990</b>	<b>4,193,879</b>	<b>4,214,077</b>	<b>0%</b>
	<b>9502 Intergovernmental Rev Federal</b>				
	FED CHILD SUPPORT	7,696,756	8,134,808	8,180,268	1%
	<b>Total 9502 Intergovernmental Rev Federal</b>	<b>7,696,756</b>	<b>8,134,808</b>	<b>8,180,268</b>	<b>1%</b>
	<b>9700 Misc Revenue</b>				
	OTHER REVENUE	160,496	160,336	0	(100%)
	<b>Total 9700 Misc Revenue</b>	<b>160,496</b>	<b>160,336</b>	<b>0</b>	<b>(100%)</b>
<b>TOTAL</b>	<b>CHILD SUPPORT SERVICES FIN. SOURCES</b>	<b>11,828,023</b>	<b>12,493,523</b>	<b>12,560,681</b>	<b>1%</b>
<b>390</b>	<b>TOBACCO PREVENTION &amp; EDUCATION</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	636	425	300	(29%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>636</b>	<b>425</b>	<b>300</b>	<b>(29%)</b>
	<b>9501 Intergovernmental Rev State</b>				
	STATE OTHER	150,000	216,943	180,161	(17%)
	<b>Total 9501 Intergovernmental Rev State</b>	<b>150,000</b>	<b>216,943</b>	<b>180,161</b>	<b>(17%)</b>
	<b>9600 Charges For Services</b>				
	ADMINISTRATION OVERHEAD	0	0	727	0%
	<b>Total 9600 Charges for Services</b>	<b>0</b>	<b>0</b>	<b>727</b>	<b>0%</b>
<b>TOTAL</b>	<b>TOBACCO PREVN &amp; EDUC FIN. SOURCES</b>	<b>150,636</b>	<b>217,368</b>	<b>181,188</b>	<b>(17%)</b>
<b>900</b>	<b>PUBLIC SAFETY</b>				
	<b>9200 Licenses, Permits &amp; Franchise</b>				
	LICENSES & PERMITS-OTHER	20,542	20,000	20,000	0%
	<b>Total 9200 Licenses, Permits &amp; Franchise</b>	<b>20,542</b>	<b>20,000</b>	<b>20,000</b>	<b>0%</b>
	<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
	VEHICLE CODE FINES	3,856	3,212	4,272	33%
	OTHER COURT FINES	1,651	2,020	2,100	4%
	VEHICLE FINES-DRUNK DRIVING	9,246	7,474	8,400	12%
	SB 1127 CONVICTIONS	37,429	40,000	40,000	0%
	FORFEITURES & PENALTIES	166,298	273,031	243,033	(11%)
	WORK FURLOUGH FEES	481	1,000	0	(100%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
		WORK RELEASE FEES	39,504	40,000	42,000	5%
		ELECTRONIC MONITOR DAILY FEES	191,433	195,000	210,000	8%
		ASP Other Fees	3,146	3,000	2,500	(17%)
		<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>	<b>453,253</b>	<b>564,937</b>	<b>552,405</b>	<b>(2%)</b>
		<b>9400 Revenue From Use of Money/Prop</b>				
		INTEREST INCOME	41,846	0	200	0%
		<b>Total 9400 Rev From Use of Money/Prop</b>	<b>41,846</b>	<b>0</b>	<b>200</b>	<b>0%</b>
		<b>9501 Intergovernmental Rev State</b>				
		STATE REIMB MANDATED COSTS	0	1,000	1,500	50%
		STATE CALWORK SINGLE	263,170	0	0	0%
		STATE 4700 P.C.	1,117,329	1,085,000	1,187,000	9%
		STATE VLF REALIGNMENT - SS	28,662	28,873	35,567	23%
		STATE REIMB POLICE OFF TRAININ	43,776	21,000	20,000	(5%)
		STATE AID PUBLIC SAFETY SVCES	30,857,387	30,765,000	31,999,999	4%
		STATE - 2011 REALIGNMENT	8,631,104	16,267,946	17,402,988	7%
		ST SALES TX 1991 REALIGNMNT-SS	688,934	796,068	792,609	(0%)
		STATE OTHER	2,264,675	1,789,169	2,803,079	57%
		ST LCL DETENTION FACILITY REV	2,963	0	0	0%
		2011 REALIGNMENT REVOCATION	202,653	713,454	768,681	8%
		2011 REALIGNMENT FCARE ASSIST	489,733	450,000	324,000	(28%)
		2011 REALIGNMENT-CWS	18,619	0	0	0%
		<b>Total 9501 Intergovernmental Rev State</b>	<b>44,609,006</b>	<b>51,917,510</b>	<b>55,335,423</b>	<b>7%</b>
		<b>9502 Intergovernmental Rev Federal</b>				
		FEDERAL AID	312,873	378,000	288,000	(24%)
		FED ADM CWS SERVICES IVE	552,741	640,000	480,000	(25%)
		GRANT REVENUE	173,225	407,370	156,545	(62%)
		FED OTHER	476,491	511,213	428,281	(16%)
		<b>Total 9502 Intergovernmental Rev Federal</b>	<b>1,515,330</b>	<b>1,936,583</b>	<b>1,352,826</b>	<b>(30%)</b>
		<b>9600 Charges For Services</b>				
		PHOTO/MICROFICHE COPIES	838	650	1,000	54%
		CONTRACT SERVICES	5,516,879	5,938,497	7,704,459	30%
		CIVIL PROCESS FEES	252,604	260,000	245,000	(6%)
		RECORDING FEES	6,417	6,500	5,500	(15%)
		COURT FEES	60	150	250	67%
		ADMIN SERVICES FEES	5,684	5,568	5,900	6%
		LEGAL FEES	156,341	151,789	141,085	(7%)
		OTHER PROFESSIONAL SERVICES	36,034	35,000	25,000	(29%)
		MEDICAL CARE-OTHER	1,136,635	1,005,000	1,105,000	10%
		INSTITUTIONAL CARE	89,913	98,872	77,000	(22%)
		DEPARTMENTAL ADMIN OVERHEAD	101,217	45,000	102,647	128%
		LAW ENFORCEMENT SERVICES	22,498	12,500	12,500	0%
		OTHER CHARGES FOR SERVICES	849,186	660,037	795,125	20%
		WORK FURLOUGH APPLICATION FEES	258	250	0	(100%)
		WORK RELEASE APPLICATION FEES	48,909	45,000	47,000	4%
		ELECTRONIC MONITOR APPL FEES	36,458	35,000	37,000	6%
		INTERFUND SVCES PROVIDE-COUNTY	381,232	257,261	646,539	151%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
		INTERFUND SVCES-LEGAL SRVCS	0	175,000	175,000	0%
		INTERFUND SVCES-PERSONNEL	6,677	5,000	0	(100%)
		INTERFUND SVCES-PRO SVCES	204,383	116,466	102,867	(12%)
		<b>Total 9600 Charges For Services</b>	<b>8,852,222</b>	<b>8,853,540</b>	<b>11,228,872</b>	<b>27%</b>
		<b>9700 Misc Revenue</b>				
		CASH OVERAGE	1,082	0	0	0%
		OTHER REVENUE	1,162,076	1,792,332	1,070,328	(40%)
		DONATIONS AND CONTRIBUTIONS	31,922	0	0	0%
		INSURANCE PROCEEDS	514,090	235,000	446,000	90%
		<b>Total 9700 Misc Revenue</b>	<b>1,709,170</b>	<b>2,027,332</b>	<b>1,516,328</b>	<b>(25%)</b>
		<b>9800 Other Financing Sources</b>				
		SALE OF NONTAXABLE FIXED ASSET	4,200	0	0	0%
		OPERATING TRANSFERS IN	1,946,885	1,550,437	1,479,289	(5%)
		<b>Total 9800 Other Financing Sources</b>	<b>1,951,085</b>	<b>1,550,437</b>	<b>1,479,289</b>	<b>(5%)</b>
		<b>9801 General Fund Contribution</b>				
		TRANSFER IN-COUNTY CONTRIB	77,022,993	89,439,362	91,088,999	2%
		<b>Total 9801 General Fund Contribution</b>	<b>77,022,993</b>	<b>89,439,362</b>	<b>91,088,999</b>	<b>2%</b>
<b>TOTAL</b>	<b>PUBLIC SAFETY FINANCING SOURCES</b>		<b>136,175,448</b>	<b>156,309,701</b>	<b>162,574,342</b>	<b>4%</b>
<b>901</b>	<b>C M F CASES</b>					
		<b>9501 Intergovernmental Rev State</b>				
		STATE 4700 P.C.	212,059	253,439	228,923	(10%)
		<b>Total 9501 Intergovernmental Rev State</b>	<b>212,059</b>	<b>253,439</b>	<b>228,923</b>	<b>(10%)</b>
<b>TOTAL</b>	<b>C M F CASES FINANCING SOURCES</b>		<b>212,059</b>	<b>253,439</b>	<b>228,923</b>	<b>(10%)</b>
<b>902</b>	<b>HEALTH &amp; SOCIAL SERVICES</b>					
		<b>9200 Licenses, Permits &amp; Franchise</b>				
		LICENSES & PERMITS-OTHER	5,815	4,350	6,412	47%
		BURIAL PERMITS	6,778	6,800	8,328	22%
		<b>Total 9200 Licenses, Permits &amp; Franchise</b>	<b>12,593</b>	<b>11,150</b>	<b>14,740</b>	<b>32%</b>
		<b>9300 Fines, Forfeitures, &amp; Penalty</b>				
		FORFEITURES & PENALTIES	504,032	588,702	501,488	(15%)
		OTHER ASSESSMENTS	0	20,000	0	(100%)
		<b>Total 9300 Fines, Forfeitures, &amp; Penalty</b>	<b>504,032</b>	<b>608,702</b>	<b>501,488</b>	<b>(18%)</b>
		<b>9400 Revenue From Use of Money/Prop</b>				
		INTEREST INCOME	244,537	219,436	89,620	(59%)
		<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>244,537</b>	<b>219,436</b>	<b>89,620</b>	<b>(59%)</b>

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>9501 Intergovernmental Rev State</b>						
		ST ADM FOSTER CARE	44,563	0	0	0%
		STATE VLF 1991 REALIGNMNT - PH	10,228,724	10,577,468	11,190,929	6%
		ST ADM FOOD STAMPS	6,281,029	6,108,162	7,060,332	16%
		STATE CALWORK SINGLE	4,117,999	3,093,147	3,603,558	17%
		ST ADM IHSS	2,367,262	1,466,628	1,962,648	34%
		STATE CATEGORICAL AID	12,241,717	4,218,016	10,671,051	153%
		STATE S/D MEDICAL	8,130,636	8,054,243	13,169,554	64%
		ST ADM MEDI-CAL	15,876,663	18,689,060	20,157,847	8%
		SHORT DOYLE QUALITY ASSURANCE	1,749,640	1,497,020	1,511,776	1%
		ST ADM COUNTY SVS BLOCK GRANT	41,002	0	0	0%
		STATE DRUG ABUSE	408,808	464,068	0	(100%)
		ST ADM MEDICAL SVS	1,805,895	1,817,921	711,443	(61%)
		ST ADM ADOPTIONS	19,438	0	0	0%
		STATE VLF REALIGNMENT - SS	475,912	479,419	587,709	23%
		ST ADM CWS/LIC FFH	489,031	0	0	0%
		STATE VLF 1991 REALIGNMNT-MH	160,540	100,000	100,000	0%
		STATE NON CWS ALLOCATION	71,515	0	0	0%
		STATE - 2011 REALIGNMENT	571,359	2,608,164	1,935,959	(26%)
		ST SALES TX 1991 REALIGNMNT-SS	12,220,391	13,217,931	14,584,307	10%
		ST SALES TX 1991 REALIGNMNT-MH	11,484,122	11,515,764	11,515,764	0%
		ST SALES TX 1991 REALIGNMNT-PH	3,461,990	3,833,892	4,151,855	8%
		STATE LICENSING FFH	(600)	0	6,878	0%
		STATE OTHER	3,255,650	3,766,686	3,672,784	(2%)
		IGT REVENUES	18,209,397	5,137,596	0	(100%)
		FEDERAL NON CWS ALLOCATION	505,768	586,292	370,343	(37%)
		FEDERAL LICENSING FFH	(12,000)	0	102,747	0%
		1991 REALIGNMENT CALWORKS MOE	10,207,129	10,655,644	11,188,426	5%
		2011 REALIGNMENT AAP	2,158,099	2,158,119	2,372,661	10%
		2011 REALIGNMENT SA-DMC	724,658	1,173,606	958,910	(18%)
		2011 REALIGNMENT SA-NON DMC	728,679	314,756	617,186	96%
		2011 REALIGNMENT FCARE ASSIST	2,126,121	2,599,371	2,479,106	(5%)
		2011 REALIGNMENT FCARE ADMIN	230,669	230,669	253,600	10%
		2011 REALIGNMENT ADOPTIONS	283,579	366,559	314,246	(14%)
		2011 REALIGNMENT-DRUG COURT	178,555	186,592	186,592	0%
		2011 REALIGNMENT-CHILD ABUSE	92,388	141,639	141,639	0%
		2011 REALIGNMENT-CWS	4,108,847	4,886,971	5,652,522	16%
		2011 REALIGNMENT-APS	585,646	1,030,500	538,938	(48%)
		2011 REALIGNMENT-MANAGED CARE	1,649,921	3,385,492	3,980,738	18%
		2011 REALIGNMENT-EPSDT	4,869,454	5,221,719	5,488,796	5%
		<b>Total 9501 Intergovernmental Rev State</b>	<b>142,150,197</b>	<b>129,583,114</b>	<b>141,240,844</b>	<b>9%</b>



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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>9502 Intergovernmental Rev Federal</b>						
	FED ADM ILP IV-E		181,265	159,481	153,402	(4%)
	FED ADM CWS TANF		1,555,020	1,633,515	1,633,515	0%
	FED ADM FOSTER CARE IV-E		366,998	514,860	502,004	(2%)
	FEDERAL AID		23,733,722	35,332,805	25,905,661	(27%)
	FED ADM ADOPTIONS IV-E		279,739	265,988	223,662	(16%)
	FED ADM PSSF IV-B		145,076	282,958	282,387	(0%)
	FED CALWORKS TANF		11,181,909	18,900,802	18,331,576	(3%)
	FEDERAL TITLE XX		1,527,806	686,128	686,112	(0%)
	FED ADM FOOD STAMPS		5,395,927	7,643,168	8,253,554	8%
	FED ADM REFUGEE		2,150	3,953	7,100	80%
	FED ADM HEALTH RELATED SVS		5,370,033	7,117,491	6,768,061	(5%)
	FEDERAL ALCOHOL & DRUG-SAPT		2,190,259	2,420,270	2,335,119	(4%)
	FED ADM CWS IV-B		170,968	170,968	162,819	(5%)
	FED ADM CWS SERVICES IVE		4,550,769	4,340,769	4,062,543	(6%)
	GRANT REVENUE		243,373	513,783	589,706	15%
	ARRA-FMAP FEDERAL		(172)	0	0	0%
	FED OTHER		1,519,583	1,678,166	1,697,807	1%
	<b>Total 9502 Intergovernmental Rev Federal</b>		<b>58,414,424</b>	<b>81,665,105</b>	<b>71,595,028</b>	<b>(12%)</b>
<b>9503 Intergovernmental Rev Other</b>						
	OTHER GOVERNMENTAL AGENCIES		568,736	1,578,262	1,274,829	(19%)
	<b>Total 9503 Intergovernmental Rev Other</b>		<b>568,736</b>	<b>1,578,262</b>	<b>1,274,829</b>	<b>(19%)</b>
<b>9600 Charges For Services</b>						
	PHOTO/MICROFICHE COPIES		25,828	24,522	22,024	(10%)
	CONTRACT SERVICES		1,555,042	623,189	610,791	(2%)
	ESTATE & PUBLIC ADMIN FEES		173,695	141,013	192,154	36%
	RECORDING FEES		260,240	235,111	260,781	11%
	ADMIN SERVICES FEES		800,997	954,123	979,184	3%
	MENTAL HEALTH SERVICES		83,662	49,745	0	(100%)
	OTHER PROFESSIONAL SERVICES		530,797	538,763	671,866	25%
	CHILD HEALTH FEES		131,233	0	0	0%
	MENTAL HEALTH INDIGENT PAY		134,437	157,259	148,000	(6%)
	PRIVATE PAY PATIENT		431,739	431,214	501,478	16%
	ADMINISTRATION OVERHEAD		150,689	108,035	10,042	(91%)
	INSURANCE PAYMENTS		142,504	131,000	115,898	(12%)
	MEDI-CAL SERVICES		9,940,160	16,502,021	17,534,561	6%
	MEDICARE SERVICES		619,392	457,180	1,284,584	181%
	CMSP SERVICES		2,188,256	6,190,417	1,663,878	(73%)
	OTHER CHARGES FOR SERVICES		134,393	77,850	107,913	39%
	MANAGED CARE SERVICES		1,573,917	1,586,003	1,810,000	14%
	INTERFUND SVCS PROVIDE-COUNTY		23	1,000	0	(100%)
	INTERFUND SVCS-PRO SVCS		1,330,305	1,505,994	1,514,161	1%
	<b>Total 9600 Charges For Services</b>		<b>20,207,309</b>	<b>29,714,439</b>	<b>27,427,315</b>	<b>(8%)</b>
<b>9700 Misc Revenue</b>						
	CASH OVERAGE		10	0	0	0%
	OTHER REVENUE		2,588,746	1,043,596	1,124,502	8%
	DONATIONS AND CONTRIBUTIONS		1,827	0	0	0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
		INSURANCE PROCEEDS	500	0	0	0%
	<b>Total 9700 Misc Revenue</b>		<b>2,591,083</b>	<b>1,043,596</b>	<b>1,124,502</b>	<b>8%</b>
	<b>9800 Other Financing Sources</b>					
		OPERATING TRANSFERS IN	2,051,892	2,410,998	3,078,665	28%
	<b>Total 9800 Other Financing Sources</b>		<b>2,051,892</b>	<b>2,410,998</b>	<b>3,078,665</b>	<b>28%</b>
	<b>9801 General Fund Contribution</b>					
		TRANSFER IN-COUNTY CONTRIB	21,921,080	20,998,973	20,296,041	(3%)
		TRANSFERS IN - MHSA	13,423,811	16,923,691	16,712,242	(1%)
	<b>Total 9801 General Fund Contribution</b>		<b>35,344,891</b>	<b>37,922,664</b>	<b>37,008,283</b>	<b>(2%)</b>
<b>TOTAL</b>	<b>H&amp;SS FINANCING SOURCES</b>		<b>262,089,694</b>	<b>284,757,466</b>	<b>283,355,314</b>	<b>(0%)</b>
<b>903</b>	<b>WORKFORCE INVESTMENT BOARD</b>					
	<b>9400 Revenue From Use of Money/Prop</b>					
		INTEREST INCOME	1,365	0	0	0%
	<b>Total 9400 Revenue From Use of Money/Prop</b>		<b>1,365</b>	<b>0</b>	<b>0</b>	<b>0%</b>
	<b>9502 Intergovernmental Rev Federal</b>					
		GRANT REVENUE	4,444,245	4,229,247	3,847,761	(9%)
	<b>Total 9502 Intergovernmental Rev Federal</b>		<b>4,444,245</b>	<b>4,229,247</b>	<b>3,847,761</b>	<b>(9%)</b>
	<b>9700 Misc Revenue</b>					
		OTHER REVENUE	745	0	0	0%
		DONATIONS AND CONTRIBUTIONS	4,963	0	0	0%
	<b>Total 9700 Misc Revenue</b>		<b>5,709</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL</b>	<b>WORKFORCE INVSTMTNT BRD FIN. SOURCES</b>		<b>4,460,507</b>	<b>4,229,247</b>	<b>3,847,761</b>	<b>(9%)</b>
<b>905</b>	<b>COUNTY LOCAL REVENUE FUND 2011</b>					
	<b>9501 Intergovernmental Rev State</b>					
		STATE - 2011 REALIGNMENT	108,269	284,211	174,202	(39%)
	<b>Total 9501 Intergovernmental Rev State</b>		<b>108,269</b>	<b>284,211</b>	<b>174,202</b>	<b>(39%)</b>
<b>TOTAL</b>	<b>CO LOCAL REV FUND 2011 FIN. SOURCES</b>		<b>108,269</b>	<b>284,211</b>	<b>174,202</b>	<b>(39%)</b>
<b>906</b>	<b>MHSA</b>					
	<b>9400 Revenue From Use of Money/Prop</b>					
		INTEREST INCOME	37,866	0	85,888	0%
	<b>Total 9400 Revenue From Use of Money/Prop</b>		<b>37,866</b>	<b>0</b>	<b>85,888</b>	<b>0%</b>
	<b>Total 9501 Intergovernmental Rev State</b>		<b>16,233,473</b>	<b>13,555,516</b>	<b>15,609,229</b>	<b>15%</b>
<b>TOTAL</b>	<b>MHSA FINANCING SOURCES</b>		<b>16,271,339</b>	<b>13,555,516</b>	<b>15,695,117</b>	<b>16%</b>
<b>TOTAL</b>	<b>SPECIAL REV FUND FINANCING SOURCES</b>		<b>493,237,698</b>	<b>532,712,276</b>	<b>541,855,100</b>	<b>2%</b>

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FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>03</b>	<b>CAPITAL PROJECT FUND</b>				
<b>006</b>	<b>CAPITAL OUTLAY</b>				
	<b>9000 Taxes</b>				
	CURRENT SECURED	1,425,100	1,383,119	1,540,789	11%
	CURRENT UNSECURED	86,964	85,959	118,419	38%
	PRIOR UNSECURED	1,941	1,388	2,356	70%
	SUPPLEMENTAL SECURED	10,920	10,283	13,887	35%
	PRIOR SECURED	6,082	552	3,143	469%
	UNITARY	63,014	63,059	63,440	1%
	ABX1 26 RESIDUAL TAXES	111,116	100,000	84,841	(15%)
	ABX1 26 PASS THROUGH	280,555	200,000	294,297	47%
	LMIHF & OTHER ASSETS	264,747	0	0	0%
	<b>Total 9000 Taxes</b>	<b>2,250,438</b>	<b>1,844,360</b>	<b>2,121,172</b>	<b>15%</b>
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	131,936	100,000	50,000	(50%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>131,936</b>	<b>100,000</b>	<b>50,000</b>	<b>(50%)</b>
	<b>9501 Intergovernmental Rev State</b>				
	STATE HIGHWAY RENTALS	12	12	12	0%
	HOMEOWNERS PROP TAX RELIEF	25,941	26,090	25,148	(4%)
	STATE - 2011 REALIGNMENT	0	1,446,985	0	(100%)
	<b>Total 9501 Intergovernmental Rev State</b>	<b>25,953</b>	<b>1,473,087</b>	<b>25,160</b>	<b>(98%)</b>
	<b>9502 Intergovernmental Rev Federal</b>				
	GRANT REVENUE	25,315,315	33,000,000	0	(100%)
	<b>Total 9502 Intergovernmental Rev Federal</b>	<b>25,315,315</b>	<b>33,000,000</b>	<b>0</b>	<b>(100%)</b>
	<b>9700 Misc Revenue</b>				
	INSURANCE PROCEEDS	126,296	0	0	0%
	<b>Total 9700 Misc Revenue</b>	<b>126,296</b>	<b>0</b>	<b>0</b>	<b>0%</b>
	<b>9800 Other Financing Sources</b>				
	LONG-TERM DEBT PROCEEDS	5,420,000	0	0	0%
	OPERATING TRANSFERS IN	3,863,640	2,777,686	3,265,000	18%
	<b>Total 9800 Other Financing Sources</b>	<b>9,283,640</b>	<b>2,777,686</b>	<b>3,265,000</b>	<b>18%</b>
<b>TOTAL</b>	<b>CAPITAL OUTLAY FINANCING SOURCES</b>	<b>37,133,578</b>	<b>39,195,133</b>	<b>5,461,332</b>	<b>(86%)</b>

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

FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>106</b>	<b>PUBLIC ARTS PROJECTS</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	441	285	150	(47%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>441</b>	<b>285</b>	<b>150</b>	<b>(47%)</b>
<b>TOTAL</b>	<b>PUBLIC ARTS PROJS FINANCING SOURCES</b>	<b>441</b>	<b>285</b>	<b>150</b>	<b>(47%)</b>
<b>107</b>	<b>FAIRGROUNDS DEVELOPMENT PROJ</b>				
	<b>9600 Charges For Services</b>				
	ADMINISTRATION OVERHEAD	20,319	0	8,885	0%
	<b>Total 9600 Charges For Services</b>	<b>20,319</b>	<b>0</b>	<b>8,885</b>	<b>0%</b>
	<b>9800 Other Financing Sources</b>				
	LONG-TERM DEBT PROCEEDS	0	4,372,344	4,891,116	12%
	<b>Total 9800 Other Financing Sources</b>	<b>0</b>	<b>4,372,344</b>	<b>4,891,116</b>	<b>12%</b>
<b>TOTAL</b>	<b>FAIRGROUNDS DEV PROJ FIN. SOURCES</b>	<b>20,319</b>	<b>4,372,344</b>	<b>4,900,001</b>	<b>12%</b>
<b>249</b>	<b>HSS CAPITAL PROJECTS</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	13,040	10,135	1,000	(90%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>13,040</b>	<b>10,135</b>	<b>1,000</b>	<b>(90%)</b>
	<b>9502 Intergovernmental Rev Federal</b>				
	GRANT REVENUE	479,472	24,268	0	(100%)
	<b>Total 9502 Intergovernmental Rev Federal</b>	<b>479,472</b>	<b>24,268</b>	<b>0</b>	<b>(100%)</b>
	<b>9503 Intergovernmental Rev Other</b>				
	OTHER GOVERNMENTAL AGENCIES	9,335	0	0	0%
	<b>Total 9503 Intergovernmental Rev Other</b>	<b>9,335</b>	<b>0</b>	<b>0</b>	<b>0%</b>
	<b>9600 Charges For Services</b>				
	ADMINISTRATION OVERHEAD	0	0	19,213	0%
	<b>Total 9600 Charges for Services</b>	<b>0</b>	<b>0</b>	<b>19,213</b>	<b>0%</b>
	<b>9800 Other Financing Sources</b>				
	OPERATING TRANSFERS IN	69,649	100,000	0	(100%)
	<b>Total 9800 Other Financing Sources</b>	<b>69,649</b>	<b>100,000</b>	<b>0</b>	<b>(100%)</b>
<b>TOTAL</b>	<b>HSS CAPITAL PROJECTS FIN. SOURCES</b>	<b>571,496</b>	<b>134,403</b>	<b>20,213</b>	<b>(85%)</b>
<b>TOTAL</b>	<b>CAPITAL PROJ FUND FINANCING SOURCES</b>	<b>37,725,834</b>	<b>43,702,165</b>	<b>10,381,696</b>	<b>(76%)</b>

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

FUND NAME	FINANCING SOURCE CATEGORY FUNDING SOURCE ACCOUNT	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	PERCENT CHANGE
<b>04</b>	<b>DEBT SERVICE FUND</b>				
<b>306</b>	<b>PENSION DEBT SERVICE</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	1,817	4,000	3,000	(25%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>1,817</b>	<b>4,000</b>	<b>3,000</b>	<b>(25%)</b>
	<b>9700 Misc Revenue</b>				
	OTHER REVENUE	757,020	739,312	719,450	(3%)
	<b>Total 9700 Misc Revenue</b>	<b>757,020</b>	<b>739,312</b>	<b>719,450</b>	<b>(3%)</b>
	<b>9800 Other Financing Sources</b>				
	LONG-TERM DEBT PROCEEDS	0	13,559,827	10,685,943	(21%)
	OPERATING TRANSFERS IN	10,097,115	11,724,617	12,028,579	3%
	<b>Total 9800 Other Financing Sources</b>	<b>10,097,115</b>	<b>25,284,444</b>	<b>22,714,522</b>	<b>(10%)</b>
<b>TOTAL</b>	<b>PENSION DEBT SERVICE FIN. SOURCES</b>	<b>10,855,953</b>	<b>26,027,756</b>	<b>23,436,972</b>	<b>(10%)</b>
<b>332</b>	<b>GOVERNMENT CENTER DEBT SERVICE</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	6,758	9,713	9,000	(7%)
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>6,758</b>	<b>9,713</b>	<b>9,000</b>	<b>(7%)</b>
	<b>9600 Charges For Services</b>				
	ADMINISTRATION OVERHEAD	1,671	12,400	0	(100%)
	BUILDING USE FEES-CAC	1,621,834	1,608,177	1,672,379	4%
	<b>Total 9600 Charges For Services</b>	<b>1,623,505</b>	<b>1,620,577</b>	<b>1,672,379</b>	<b>3%</b>
	<b>9800 Other Financing Sources</b>				
	OPERATING TRANSFERS IN	9,120,135	6,276,903	6,228,201	(1%)
	<b>Total 9800 Other Financing Sources</b>	<b>9,120,135</b>	<b>6,276,903</b>	<b>6,228,201</b>	<b>(1%)</b>
<b>TOTAL</b>	<b>GOVT CENTER DEBT SRVCE FIN. SOURCES</b>	<b>10,750,398</b>	<b>7,907,193</b>	<b>7,909,580</b>	<b>0%</b>
<b>334</b>	<b>H&amp;SS SPH ADMIN/REFINANCE</b>				
	<b>9400 Revenue From Use of Money/Prop</b>				
	INTEREST INCOME	94	91	170	87%
	<b>Total 9400 Revenue From Use of Money/Prop</b>	<b>94</b>	<b>91</b>	<b>170</b>	<b>87%</b>
	<b>9600 Charges For Services</b>				
	ADMINISTRATION OVERHEAD	0	23,384	0	(100%)
	<b>Total 9600 Charges For Services</b>	<b>0</b>	<b>23,384</b>	<b>0</b>	<b>(100%)</b>
	<b>9800 Other Financing Sources</b>				
	OPERATING TRANSFERS IN	2,517,525	2,492,289	2,517,941	1%
	<b>Total 9800 Other Financing Sources</b>	<b>2,517,525</b>	<b>2,492,289</b>	<b>2,517,941</b>	<b>1%</b>
<b>TOTAL</b>	<b>H&amp;SS SPH ADMIN/REF FINANCING SOURCES</b>	<b>2,517,620</b>	<b>2,515,764</b>	<b>2,518,111</b>	<b>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>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>336</b>	<b>2013 COP ANIMAL CARE PROJECT</b>				
	<b>9503 Intergovernmental Rev Other</b>				
	OTHER GOVERNMENTAL AGENCIES	0	417,213	417,213	0%
	<b>Total 9503 Intergovernmental Rev Other</b>	<b>0</b>	<b>417,213</b>	<b>417,213</b>	<b>0%</b>
	<b>9801 General Fund Contribution</b>				
	TRANSFER IN-COUNTY CONTRIB	0	44,970	44,970	0%
	<b>Total 9801 General Fund Contribution</b>	<b>0</b>	<b>44,970</b>	<b>44,970</b>	<b>0%</b>
<b>TOTAL</b>	<b>2013 COP ANIMAL CARE PROJ FINANCING SOURCES</b>	<b>0</b>	<b>462,183</b>	<b>462,253</b>	<b>0%</b>
<b>TOTAL</b>	<b>DEBT SERVICE FUND FINANCING SOURCES</b>	<b>24,123,971</b>	<b>36,912,896</b>	<b>34,326,916</b>	<b>(7%)</b>
<b>TOTAL ALL FUNDS</b>		<b>740,113,770</b>	<b>789,443,893</b>	<b>771,080,909</b>	<b>(2%)</b>

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

**COUNTY OF SOLANO**  
**SCHEDULE 7**  
**SUMMARY OF FINANCING USES BY FUNCTION AND FUND**  
**GOVERNMENTAL FUNDS**  
**FY2014/15**

DESCRIPTION	FY2012/13 ACTUAL	FY2013/14 ADOPTED BUDGET	FY2014/15 RECOMMENDED	PERCENT CHANGE
<b>SUMMARIZATION BY FUNCTION</b>				
General Government	200,165,812	222,705,828	186,052,836	(16) %
Public Protection	171,500,061	194,133,009	199,812,962	3 %
Public Ways & Fac	17,610,041	24,327,364	31,195,240	28 %
Health & Sanitation	131,623,012	155,052,863	157,629,812	2 %
Public Assistance	147,788,013	161,255,534	164,141,564	2 %
Education	17,295,407	19,413,895	19,954,645	3 %
Rec & Cultural Services	1,322,899	1,406,459	1,425,923	1 %
Debt Service	22,692,927	21,840,832	20,178,712	(8) %
<b>TOTAL FINANCING USES BY FUNCTION</b>	<b>709,998,172</b>	<b>800,135,784</b>	<b>780,391,694</b>	<b>(2) %</b>
<b>APPROPRIATIONS FOR CONTINGENCIES</b>				
001 GENERAL FUND	0	8,923,590	9,000,000	1 %
004 COUNTY LIBRARY	0	8,346,424	7,078,806	(15) %
012 FISH/WILDLIFE PROPAGATION	0	14,458	0	(100) %
035 JH REC HALL - WARD WELFARE	0	99,139	0	(100) %
036 LIBRARY ZONE 1	0	99,719	101,020	1 %
037 LIBRARY ZONE 2	0	2,300,552	0	(100) %
066 LIBRARY ZONE 6	0	10,152	31,611	211 %
067 LIBRARY ZONE 7	0	51,186	49,982	(2) %
105 HOUSING REHABILITATION	0	1,159,059	1,192,438	3 %
110 MICROENTERPRISE BUSINESS	0	47,436	47,533	0 %
120 HOMEACRES LOAN PROGRAM	0	487,839	0	(100) %
153 FIRST 5 SOLANO	0	6,919,548	7,713,523	11 %
215 RECORDER SPECIAL REVENUE	0	125,596	125,786	0 %
228 LIBRARY - FRIENDS & FOUNDATION	0	2,048,304	3,280,387	60 %
233 DISTRICT ATTORNEY SPECIAL REV	0	1,046	0	(100) %
241 CIVIL PROCESSING FEES	0	251,518	233,912	(7) %

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

DESCRIPTION	FY2012/13 ACTUAL	FY2013/14 ADOPTED BUDGET	FY2014/15 RECOMMENDED	PERCENT CHANGE
253 SHERIFF'S ASSET SEIZURE	0	172,871	196,968	14 %
256 SHERIFF OES	0	0	204,358	0 %
263 CJ TEMP CONSTRUCTION	0	624,840	636,098	2 %
264 CRTHSE TEMP CONST	0	523,705	385,474	(26) %
278 PUBLIC WORKS IMPROVEMENT	0	180,691	240,066	33 %
281 SURVEY MONUMENT PRESERVATION	0	35,673	26,818	(25) %
296 PUBLIC FACILITIES FEES	0	7,031,916	3,574,399	(49) %
301 GEN SVCS SPECIAL REVENUE		2,158	0	(100)
326 SHERIFF - SPECIAL REVENUE	0	384,093	553,247	44 %
390 TOBACCO PREVENTION & EDUCATION	0	41,113	41,292	0 %
006 CAPITAL OUTLAY	0	1,278,105	1,797,282	41 %
106 PUBLIC ARTS PROJECTS	0	21,000	124	(99) %
249 HSS CAPITAL PROJECTS	0	168,289	8,832	(95) %
<b>TOTAL APPROPRIATIONS FOR CONTINGENCIES</b>	<b>0</b>	<b>41,350,020</b>	<b>36,519,956</b>	<b>(12) %</b>
<b>SUBTOTAL FINANCING USES</b>	<b>709,998,172</b>	<b>841,485,804</b>	<b>816,911,650</b>	<b>(3) %</b>
<b>PROVISIONS FOR OBLIGATED FUND BALANCES</b>				
001 GENERAL FUND	0	27,628,040	7,673,106	(72) %
906 MHSA	0	0	1,588,825	(100) %
336 2013 COP ANIMAL CARE	0	0	82,327	(100) %
<b>TOTAL OBLIGATED FUND BALANCES</b>	<b>0</b>	<b>27,628,040</b>	<b>9,344,258</b>	<b>(66) %</b>
<b>TOTAL FINANCING USES</b>	<b>709,998,172</b>	<b>869,113,844</b>	<b>826,255,908</b>	<b>(5) %</b>
<b>SUMMARIZATION BY FUND</b>				
001 GENERAL FUND	173,401,300	227,930,171	212,847,196	(7) %
004 COUNTY LIBRARY	15,784,827	25,488,418	25,149,749	(1) %
012 FISH/WILDLIFE PROPAGATION	193,875	36,985	17,360	(53) %
016 PARKS AND RECREATION	1,322,899	1,505,598	1,425,923	(5) %
035 JH REC HALL - WARD WELFARE	4,843	115,141	114,020	(1) %
036 LIBRARY ZONE 1	879,896	1,445,046	1,109,509	(23) %
037 LIBRARY ZONE 2	29,423	46,723	50,868	9 %
066 LIBRARY ZONE 6	13,302	19,057	16,533	(13) %



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

DESCRIPTION	FY2012/13 ACTUAL	FY2013/14 ADOPTED BUDGET	FY2014/15 RECOMMENDED	PERCENT CHANGE
067 LIBRARY ZONE 7	304,557	420,521	327,283	(22) %
101 ROAD	17,609,041	26,626,916	31,194,240	17 %
105 HOUSING REHABILITATION	4,937	235,152	31,652	(87) %
110 MICROENTERPRISE BUSINESS	122	351,441	327,636	(7) %
120 HOMEACRES LOAN PROGRAM	612	1,160,134	1,193,359	3 %
150 HOUSING & URBAN DEVELOPMENT	2,502,371	3,145,379	2,300,000	(27) %
151 FIRST 5 FUTURE INITIATIVE	163,344	295,018	844,822	186 %
152 IN HOME SUPP SVCS-PUBLIC AUTH	2,813,734	2,984,293	3,776,903	27 %
153 FIRST 5 SOLANO	5,511,476	6,928,078	6,785,582	(2) %
215 RECORDER SPECIAL REVENUE	468,934	7,820,066	8,326,086	6 %
228 LIBRARY - FRIENDS & FOUNDATION	80,109	246,096	247,186	0 %
233 DISTRICT ATTORNEY SPECIAL REV	677,215	2,831,148	4,051,477	43 %
238 SE VALLEJO REDEVELOPMENT SETT	0	1,046	0	(100) %
239 TOBACCO SETTLEMENT	125,943	0	0	0 %
241 CIVIL PROCESSING FEES	188,444	512,703	509,648	(1) %
253 SHERIFF'S ASSET SEIZURE	449	175,689	197,388	12 %
256 SHERIFF OES	1,550,474	1,016,438	960,333	(6) %
263 CJ TEMP CONSTRUCTION	403,263	624,840	636,316	2 %
264 CRTHSE TEMP CONST	400,250	922,684	784,143	(15) %
278 PUBLIC WORKS IMPROVEMENT	1,000	181,691	241,066	33 %
281 SURVEY MONUMENT PRESERVATION	19,441	46,197	37,761	(18) %
282 COUNTY DISASTER	151,619	0	0	0 %
296 PUBLIC FACILITIES FEES	5,020,466	9,527,356	5,808,090	(39) %
301 GEN SVCS SPECIAL REVENUE	1,455	4,679	2,565	(45) %
325 SHERIFF'S OFFICE GRANTS	119,944	2,911	0	(100) %
326 SHERIFF - SPECIAL REVENUE	736,218	1,246,513	1,249,345	0 %
340 LOCAL LAW ENFORCE BLOCK GRANT	45,850	186	0	(100) %
369 CHILD SUPPORT SERVICES	11,824,609	12,734,402	12,811,476	1 %
390 TOBACCO PREVENTION & EDUCATION	174,966	258,481	222,480	(14) %
900 PUBLIC SAFETY	135,638,298	156,309,701	162,574,343	4 %
901 C M F CASES	213,582	245,031	228,923	(7) %
902 HEALTH & SOCIAL SERVICES	252,118,998	284,757,466	289,195,147	2 %
903 WORKFORCE INVESTMENT BOARD	4,469,238	4,255,561	3,847,761	(10) %
905 COUNTY LOCAL REVENUE FUND 2011	93,770	284,211	174,202	(39) %
906 MHSA	13,423,811	16,923,691	18,312,560	8 %
006 CAPITAL OUTLAY	33,726,666	46,749,441	6,972,456	(85) %

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

DESCRIPTION	FY2012/13 ACTUAL	FY2013/14 ADOPTED BUDGET	FY2014/15 RECOMMENDED	PERCENT CHANGE
106 PUBLIC ARTS PROJECTS	75,243	36,617	54,261	48 %
107 FAIRGROUNDS DEVELOPMENT PROJ	689,177	524,953	654,550	25 %
249 HSS CAPITAL PROJECTS	4,325,255	299,143	382,673	28 %
306 PENSION DEBT SERVICE	12,225,186	10,951,830	9,276,681	(15) %
332 GOVERNMENT CENTER DEBT SERVICE	7,950,201	7,910,996	7,909,580	(0) %
334 H&SS SPH ADMIN/REFINANCE	2,517,540	2,515,823	2,518,111	0 %
336 2013 COP ANIMAL CARE PROJECT	0	462,183	556,665	20 %
<b>TOTAL FINANCING USES</b>	<b>709,998,173</b>	<b>869,113,844</b>	<b>826,255,908</b>	<b>(5) %</b>

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

**COUNTY OF SOLANO**  
**SCHEDULE 8**  
**DETAIL OF FINANCING USES BY FUNCTION, ACTIVITY AND BUDGET UNIT**  
**GOVERNMENTAL FUNDS**  
**FY2014/15**

FUNCTION, ACTIVITY AND BUDGET UNIT	2012/13 ACTUALS	2013/14 ADOPTED	2014/15 RECOMMENDED	PERCENT CHANGE
<b>General Government</b>				
<b>Legislative &amp; Admin</b>				
1001 BOS-DISTRICT 1	338,526	322,826	330,719	2%
1002 BOS-DISTRICT 2	302,766	324,006	330,864	2%
1003 BOS-DISTRICT 3	313,888	336,233	354,179	5%
1004 BOS-DISTRICT 4	324,273	343,329	353,832	3%
1005 BOS-DISTRICT 5	300,066	301,898	321,628	7%
1008 BOS-ADMINISTRATION	123,561	172,761	217,297	26%
1100 ADMINISTRATION	2,896,193	3,293,809	3,427,206	4%
1101 GENERAL REVENUE	470,852	410,000	485,000	18%
1103 EMPLOYEE DEVELOP & RECOGNITION	346,477	460,740	413,545	(10%)
1450 DELTA WATER ACTIVITIES	275,196	491,250	499,899	2%
<b>Total Legislative &amp; Admin</b>	<b>5,691,797</b>	<b>6,456,852</b>	<b>6,734,169</b>	<b>4%</b>
<b>Finance</b>				
1150 ASSESSOR	5,670,471	6,445,489	6,600,121	2%
1200 AUDITOR-CONTROLLER	3,813,468	4,245,082	4,474,620	5%
1300 TAX COLLECTOR/COUNTY CLERK	1,811,331	2,192,734	2,212,437	1%
1350 TREASURER	907,349	1,000,275	998,609	(0%)
<b>Total Finance</b>	<b>12,202,619</b>	<b>13,883,580</b>	<b>14,285,787</b>	<b>3%</b>
<b>Counsel</b>				
1400 COUNTY COUNSEL	3,297,947	3,383,746	3,557,301	5%
<b>Total Counsel</b>	<b>3,297,947</b>	<b>3,383,746</b>	<b>3,557,301</b>	<b>5%</b>
<b>Personnel</b>				
1500 HUMAN RESOURCES	2,530,684	2,711,055	2,958,747	9%
<b>Total Personnel</b>	<b>2,530,684</b>	<b>2,711,055</b>	<b>2,958,747</b>	<b>9%</b>
<b>Elections</b>				
1550 REGISTRAR OF VOTERS	3,247,335	3,637,759	3,499,769	(4%)
<b>Total Elections</b>	<b>3,247,335</b>	<b>3,637,759</b>	<b>3,499,769</b>	<b>(4%)</b>

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

<b>FUNCTION, ACTIVITY AND BUDGET UNIT</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED</b>	<b>2014/15 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>Property Management</b>				
1642 REAL ESTATE SERVICES	209,011	233,205	604,275	159%
3001 GEN SVCS SPECIAL REVENUE FUND	1,455	2,521	2,565	2%
<b>Total Property Management</b>	<b>210,466</b>	<b>235,726</b>	<b>606,840</b>	<b>157%</b>
<b>Plant Acquisition</b>				
1700 CAPITAL PROJECTS	33,726,666	45,471,336	5,175,174	(89%)
1630 PUBLIC ART	75,243	15,617	54,137	247%
1815 FAIRGROUNDS DEVELOPMENT PROJ	689,177	524,953	654,550	25%
2490 HSS CAPITAL PROJECTS	4,325,255	130,854	373,841	186%
1760 PUBLIC FACILITIES FEES	5,020,466	2,495,440	2,233,691	(10%)
<b>Total Plant Acquisition</b>	<b>43,836,806</b>	<b>48,638,200</b>	<b>8,491,393</b>	<b>(83%)</b>
<b>Promotion</b>				
1750 PROMOTION	181,366	496,083	176,185	(64%)
<b>Total Promotion</b>	<b>181,366</b>	<b>496,083</b>	<b>176,185</b>	<b>(64%)</b>
<b>Other General</b>				
1117 GENERAL SERVICES	12,934,867	14,705,408	16,004,149	9%
1903 GENERAL EXPENDITURES	115,391,584	127,221,616	129,158,883	2%
1904 SURVEYOR/ENGINEER	70,270	71,200	50,728	(29%)
1905 A87 - OFFSET	(2,270,554)	(1,579,334)	(2,270,554)	44%
1906 GENERAL FUND-OTHER	2,821,185	2,833,413	2,788,496	(2%)
1950 SURVEY MONUMENT	19,441	10,524	10,943	4%
<b>Total Other General</b>	<b>128,966,793</b>	<b>143,262,827</b>	<b>145,742,645</b>	<b>2%</b>
<b>Total General Government</b>	<b>200,165,812</b>	<b>222,705,828</b>	<b>186,052,836</b>	<b>(16%)</b>
<b>Public Protection</b>				
<b>Judicial</b>				
2400 GRAND JURY	86,480	112,981	121,838	8%
4100 DA SPECIAL REVENUE	677,215	782,844	771,090	(2%)
2480 DEPT OF CHILD SUPPORT SERVICES	11,824,609	12,734,402	12,811,476	1%
6500 DISTRICT ATTORNEY	17,902,805	18,865,728	19,533,530	4%
6530 PUBLIC DEFENDER	9,628,633	10,405,139	10,448,411	0%
6540 CONFLICT PUBLIC DEFENDER	2,938,538	3,167,606	3,340,965	5%
6730 OTHER PUBLIC DEFENSE	1,732,764	2,247,367	2,046,938	(9%)
6800 C M F CASES	213,582	245,031	228,923	(7%)
<b>Total Judicial</b>	<b>45,004,626</b>	<b>48,561,098</b>	<b>49,301,171</b>	<b>2%</b>

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2012/13 ACTUALS	2013/14 ADOPTED	2014/15 RECOMMENDED	PERCENT CHANGE
<b>Police Protection</b>				
4110 CIVIL PROCESSING FEES	188,444	261,185	275,736	6%
4120 SHERIFF ASSET SEIZURE	449	2,818	420	(85%)
2550 EMPG GRANTS	170,392	36,865	0	(100%)
2560 SHERIFF OES	671,089	436,348	173,078	(60%)
2570 VALERO SETTLEMENT-SCRIP	153,475	155,272	154,800	(0%)
2590 HOMELAND SECURITY GRANT	555,518	387,953	428,097	10%
3250 SHERIFF'S OFFICE GRANTS	119,944	2,911	0	(100%)
4050 SHERIFF SPECIAL REVENUE	736,218	862,420	696,098	(19%)
3440 LLEBG	45,850	186	0	(100%)
6550 SHERIFF	74,973,202	86,446,620	90,516,255	5%
<b>Total Police Protection</b>	<b>77,614,581</b>	<b>88,592,578</b>	<b>92,244,484</b>	<b>4%</b>
<b>Detention &amp; Correct</b>				
8035 JH REC HALL - WARD WELFARE	4,843	15,422	13,000	(16%)
4130 CJ FAC TEMP CONST FUND	403,263	0	218	0%
4140 CRTHSE TEMP CONST FUND	400,250	398,979	398,669	(0%)
6650 PROBATION	28,462,357	35,177,241	36,688,243	4%
6901 ADMINISTRATION	93,770	284,211	174,202	(39%)
<b>Total Detention &amp; Correct</b>	<b>29,364,483</b>	<b>35,875,853</b>	<b>37,274,332</b>	<b>4%</b>
<b>Protection &amp; Inspect</b>				
2830 AGRICULTURAL COMMISSIONER	2,525,804	2,766,548	2,881,474	4%
2850 ANIMAL CARE SERVICES	2,688,235	2,470,142	2,755,673	12%
<b>Total Protection &amp; Inspect</b>	<b>5,214,039</b>	<b>5,236,690</b>	<b>5,637,147</b>	<b>8%</b>
<b>Other Protection</b>				
2909 RECORDER	1,578,364	1,589,836	1,637,289	3%
2910 RESOURCE MANAGEMENT	8,906,993	8,804,952	9,656,188	10%
5500 OFFICE OF FAMILY VIOLENCE PREV	646,125	877,248	851,811	(3%)
2950 FISH & WILDLIFE PROPAGATION	193,875	22,527	17,360	(23%)
8216 CDBG 2000	4,937	225,000	41	(100%)
8217 2010 HOME	122	300,255	277,654	(8%)
2110 MICROENTERPRISE BUSINESS ACCT	612	1,075	921	(14%)
8220 HOMEACRES LOAN PROGRAM	2,502,371	3,145,379	2,300,000	(27%)
1510 HOUSING & URBAN DEVELOPMENT	468,934	900,518	612,564	(32%)
4000 RECORDER SPECIAL REVENUE	1,578,364	1,589,836	1,637,289	3%
<b>Total Other Protection</b>	<b>14,302,332</b>	<b>15,866,790</b>	<b>15,353,829</b>	<b>(3%)</b>
<b>Total Public Protection</b>	<b>171,500,061</b>	<b>194,133,009</b>	<b>199,812,962</b>	<b>3%</b>

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

<b>FUNCTION, ACTIVITY AND BUDGET UNIT</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED</b>	<b>2014/15 RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>Public Ways &amp; Fac</b>				
<b>Public Ways</b>				
3010 TRANSPORTATION DEPARTMENT	17,569,090	24,292,364	31,155,162	28%
3030 REGIONAL TRANSPORTATION PROJ	39,950	34,000	39,078	15%
3020 PUBLIC WORKS IMPROVEMENT	1,000	1,000	1,000	0%
<b>Total Public Ways</b>	<b>17,610,041</b>	<b>24,327,364</b>	<b>31,195,240</b>	<b>28%</b>
<b>Total Public Ways &amp; Fac</b>	<b>17,610,041</b>	<b>24,327,364</b>	<b>31,195,240</b>	<b>28%</b>
<b>Health &amp; Sanitation</b>				
<b>Health</b>				
1520 IN HOME SUPP SVCS-PUBLIC AUTH	2,813,734	2,984,293	3,776,903	27%
1530 FIRST 5 SOLANO	5,511,476	6,440,239	6,785,582	5%
2390 TOBACCO SETTLEMENT	125,943	0	0	0%
7950 TOBACCO PREVENTION & EDUCATION	174,966	217,368	181,188	(17%)
7690 IN-HOME SUPPORTIVE SERVICES PA	995,225	697,834	1,236,643	77%
7780 BEHAVIORAL HEALTH	62,143,165	65,621,232	69,597,734	6%
7880 HEALTH SERVICES	46,434,692	62,168,206	59,328,027	(5%)
9600 MHSA	13,423,811	16,923,691	16,723,735	(1%)
<b>Total Health</b>	<b>131,623,012</b>	<b>155,052,863</b>	<b>157,629,812</b>	<b>2%</b>
<b>Total Health &amp; Sanitation</b>	<b>131,623,012</b>	<b>155,052,863</b>	<b>157,629,812</b>	<b>2%</b>
<b>Public Assistance</b>				
<b>Administration</b>				
1570 GRANTS/PROGRAMS ADMIN	163,344	247,582	797,289	222%
7501 ADMINISTRATION DIVISION	4,424,478	5,762,605	5,159,190	(10%)
7680 SOCIAL SERVICES DEPARTMENT	78,664,186	90,470,721	93,870,642	4%
7900 ASSISTANCE PROGRAMS	59,457,253	60,036,868	60,002,910	(0%)
<b>Total Administration</b>	<b>142,709,260</b>	<b>156,517,776</b>	<b>159,830,031</b>	<b>2%</b>
<b>General Relief</b>				
5460 IND BURIAL VETS CEM CARE	11,540	23,036	23,093	0%
<b>Total General Relief</b>	<b>11,540</b>	<b>23,036</b>	<b>23,093</b>	<b>0%</b>
<b>Veterans' Services</b>				
5800 VETERANS SERVICE	446,356	459,161	440,679	(4%)
<b>Total Veterans' Services</b>	<b>446,356</b>	<b>459,161</b>	<b>440,679</b>	<b>(4%)</b>

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

FUNCTION, ACTIVITY AND BUDGET UNIT	2012/13 ACTUALS	2013/14 ADOPTED	2014/15 RECOMMENDED	PERCENT CHANGE
<b>Other Assistance</b>				
5908 COUNTY DISASTER	151,619	0	0	0%
7200 WORKFORCE INVESTMENT BOARD	4,469,238	4,255,561	3,847,761	(10%)
<b>Total Other Assistance</b>	<b>4,620,857</b>	<b>4,255,561</b>	<b>3,847,761</b>	<b>(10%)</b>
<b>Total Public Assistance</b>	<b>147,788,013</b>	<b>161,255,534</b>	<b>164,141,564</b>	<b>2%</b>
<b>Education</b>				
<b>Library Services</b>				
6300 LIBRARY	15,784,827	17,141,994	18,070,943	5%
6150 LIBRARY ZONE 1	879,896	1,445,046	1,109,509	(23%)
6180 LIBRARY ZONE 2	29,423	46,723	50,868	9%
6166 LIBRARY ZONE 6	13,302	19,057	16,533	(13%)
6167 LIBRARY ZONE 7	304,557	420,521	327,283	(22%)
2280 LIBRARY - FRIENDS & FOUNDATION	80,109	120,500	121,400	1%
<b>Total Library Services</b>	<b>17,092,114</b>	<b>19,193,841</b>	<b>19,696,536</b>	<b>3%</b>
<b>Agricultural Education</b>				
6200 COOPERATIVE EXT SVCE	203,293	220,054	258,109	17%
<b>Total Agricultural Education</b>	<b>203,293</b>	<b>220,054</b>	<b>258,109</b>	<b>17%</b>
<b>Total Education</b>	<b>17,295,407</b>	<b>19,413,895</b>	<b>19,954,645</b>	<b>3%</b>
<b>Rec &amp; Cultural Services</b>				
<b>Recreation Facility</b>				
7000 PARKS & RECREATION	1,322,899	1,406,459	1,425,923	1%
<b>Total Recreation Facility</b>	<b>1,322,899</b>	<b>1,406,459</b>	<b>1,425,923</b>	<b>1%</b>
<b>Total Rec &amp; Cultural Services</b>	<b>1,322,899</b>	<b>1,406,459</b>	<b>1,425,923</b>	<b>1%</b>
<b>Debt Service</b>				
<b>Retire-Long Term Debt</b>				
8006 PENSION DEBT SERVICE	12,225,186	10,951,830	9,276,681	(15%)
8032 2002 CERTIFICATES OF PARTICIPA	3,138,070	0	0	0%
8037 2007 CERTIFICATES OF PARTICIPA	4,812,131	7,910,996	7,909,580	(0%)
8034 HSS ADMIN/REFINANCE SPHF	2,517,541	2,515,823	2,518,111	0%
8036 2013 COP ANIMAL CARE PROJECT	0	462,183	474,340	3%
<b>Total Retire-Long Term Debt</b>	<b>22,692,927</b>	<b>21,840,832</b>	<b>20,178,712</b>	<b>(8%)</b>
<b>Total Debt Service</b>	<b>22,692,927</b>	<b>21,840,832</b>	<b>20,178,712</b>	<b>(8%)</b>
<b>GRAND TOTAL FINANCING USES BY FUNCTION</b>	<b>709,998,171</b>	<b>800,135,784</b>	<b>780,391,694</b>	<b>(2%)</b>

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

**COUNTY OF SOLANO  
STATE OF CALIFORNIA  
GENERAL FUND FINANCING SOURCES AND USES  
FY2014/15**

<b>FINANCING SOURCES AND USES CLASSIFICATIONS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED BUDGET</b>	<b>DIFFERENCE</b>	<b>PERCENTAGE CHANGE</b>
<b>FINANCING SOURCES</b>				
Taxes	119,561,000	128,348,287	8,787,287	7.3%
Licenses, Permits & Franchise	5,494,709	5,775,192	280,483	5.1%
Fines, Forfeitures, & Penalty	1,359,500	1,351,000	(8,500)	(0.6%)
Revenue From Use of Money/Prop	1,172,294	1,242,622	70,328	6.0%
Intergovernmental Rev State	3,872,330	3,818,875	(53,455)	(1.4%)
Intergovernmental Rev Federal	634,959	162,157	(472,802)	(74.5%)
Intergovernmental Rev Other	2,066,048	1,866,063	(199,985)	(9.7%)
Charges For Services	33,055,138	34,982,394	1,927,256	5.8%
Misc Revenue	8,810,484	6,885,007	(1,925,477)	(21.9%)
Other Financing Sources	90,094	85,600	(4,494)	(5.0%)
From Reserve	3,227,686	6,065,000	2,837,314	87.9%
<b>TOTAL FINANCING SOURCES</b>	<b>\$179,344,242</b>	<b>\$190,582,197</b>	<b>\$11,237,955</b>	<b>6.3%</b>
<b>FINANCING USES</b>				
Salaries and Employee Benefits	38,794,062	41,105,717	2,311,655	6.0%
Services and Supplies	20,966,712	20,910,946	(55,766)	(0.3%)
Other Charges	11,499,876	11,685,402	185,526	1.7%
F/A Equipment	34,585	22,901	(11,684)	(33.8%)
F/A - INTANGIBLES	75,000	0	(75,000)	(100.0%)
Other Financing Uses	120,008,306	122,448,423	2,440,117	2.1%
Intra-Fund Transfers	0	700	700	0.0%
Contingencies and Reserves	36,551,630	16,673,106	(19,878,524)	(54.4%)
<b>TOTAL FINANCING USES</b>	<b>\$227,930,171</b>	<b>\$212,847,196</b>	<b>\$(15,082,975)</b>	<b>(6.6%)</b>
<b>NET COUNTY COST</b>	<b>\$48,585,929</b>	<b>\$22,264,999</b>	<b>\$(26,320,930)</b>	<b>(54.2%)</b>



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

**COUNTY OF SOLANO**  
**STATE OF CALIFORNIA**  
**GOVERNMENTAL FUNDS FINANCING SOURCES AND USES**  
**FY2014/15**

FINANCING SOURCES AND USES CLASSIFICATIONS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED BUDGET	DIFFERENCE	PERCENTAGE CHANGE
<b>FINANCING SOURCES</b>				
Taxes	133,860,364	143,495,436	9,635,072	7.2%
Licenses, Permits & Franchise	5,883,359	6,151,761	268,402	4.6%
Fines, Forfeitures, & Penalty	3,025,645	2,901,515	(124,130)	(4.1%)
Revenue From Use of Money/Prop	1,822,568	1,741,347	(81,221)	(4.5%)
Intergovernmental Rev State	219,585,481	235,931,098	16,345,617	7.4%
Intergovernmental Rev Federal	146,350,581	103,532,708	(42,817,873)	(29.3%)
Intergovernmental Rev Other	4,614,821	4,747,969	133,148	2.9%
Charges For Services	84,381,516	86,179,154	1,797,638	2.1%
Misc Revenue	13,278,501	10,826,523	(2,451,978)	(18.5%)
Other Financing Sources	65,089,647	62,526,349	(2,563,298)	(3.9%)
General Fund Contribution	111,551,410	113,047,049	1,495,639	1.3%
From Reserve	8,771,401	18,371,274	9,599,873	109.4%
<b>TOTAL FINANCING SOURCES</b>	<b>\$798,215,294</b>	<b>\$789,452,183</b>	<b>(\$8,763,111)</b>	<b>(1.1%)</b>
<b>FINANCING USES</b>				
Salaries and Employee Benefits	298,347,949	307,875,662	9,527,711	3.2%
Services and Supplies	102,137,815	102,664,425	526,610	0.5%
Other Charges	184,245,598	187,530,090	3,284,491	1.8%
F/A Land	105,000	2,835,000	2,730,000	2600.0%
F/A Bldgs and Imprmts	54,062,464	17,949,453	(36,113,011)	(66.8%)
F/A Equipment	2,650,653	1,842,420	(808,233)	(30.5%)
F/A - INTANGIBLES	523,597	0	(523,597)	(100.0%)
Other Financing Uses	158,062,708	159,687,514	1,624,806	1.0%
Intra-Fund Transfers	0	7,132	7,132	100.0%
Contingencies and Reserves	68,978,060	45,864,211	(23,113,849)	(33.5%)
<b>TOTAL FINANCING USES</b>	<b>\$869,113,844</b>	<b>\$826,255,908</b>	<b>\$(42,857,936)</b>	<b>(4.9%)</b>
<b>NET COUNTY COST</b>	<b>\$70,898,550</b>	<b>\$36,803,725</b>	<b>\$(34,094,827)</b>	<b>(48.1%)</b>

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

**COUNTY OF SOLANO**  
**OPERATING TRANSFERS OUT/IN**  
**FY2014/15**  
**RECOMMENDED BUDGET**

<b>FUND AND DEPARTMENT</b>	<b>OPERATING TRANSFERS OUT</b>	<b>OPERATING TRANSFERS IN</b>
<b>001 - GENERAL FUND</b>		
1001 - BOS-DISTRICT 1	9,499	0
1002 - BOS-DISTRICT 2	9,499	0
1003 - BOS-DISTRICT 3	10,456	0
1004 - BOS-DISTRICT 4	9,613	0
1005 - BOS-DISTRICT 5	4,064	0
1100 - ADMINISTRATION	106,906	0
1103 - EMPLOYEE DEVELOP & RECOGNITION	9,031	0
1117 - GENERAL SERVICES	297,852	0
1150 - ASSESSOR	155,481	0
1200 - AUDITOR-CONTROLLER	143,735	0
1300 - TAX COLLECTOR/COUNTY CLERK	40,895	0
1350 - TREASURER	15,422	0
1400 - COUNTY COUNSEL	129,804	0
1450 - DELTA WATER ACTIVITIES	5,243	0
1500 - HUMAN RESOURCES	82,161	0
1550 - REGISTRAR OF VOTERS	40,902	0
1642 - REAL ESTATE SERVICES	5,622	0
1903 - GENERAL EXPENDITURES	118,144,149	0
1906 - GENERAL FUND-OTHER	2,788,496	0
2830 - AGRICULTURAL COMMISSIONER	83,178	0
2850 - ANIMAL CARE SERVICES	64,142	0
2909 - RECORDER	42,028	0
2910 - RESOURCE MANAGEMENT	221,491	0
5500 - OFFICE OF FAMILY VIOLENCE PREV	15,164	0
5800 - VETERANS SERVICE	13,590	0
<b>FUND TOTAL</b>	<b>122,448,423</b>	<b>0</b>
<b>004 - COUNTY LIBRARY</b>		
6300 - LIBRARY	897,711	1,716,324
<b>FUND TOTAL</b>	<b>897,711</b>	<b>1,716,324</b>
<b>006 - CAPITAL OUTLAY</b>		
1700 - CAPITAL PROJECTS	900,000	3,265,000
<b>FUND TOTAL</b>	<b>900,000</b>	<b>3,265,000</b>
<b>016 - PARKS AND RECREATION</b>		
7000 - PARKS & RECREATION	23,294	166,212
<b>FUND TOTAL</b>	<b>23,294</b>	<b>166,212</b>
<b>031 - FOUTS SPRINGS YOUTH FACILITY</b>		
2801 - FOUTS SPRINGS RANCH	2,810	187,500
<b>FUND TOTAL</b>	<b>2,810</b>	<b>187,500</b>

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

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>034 - FLEET MANAGEMENT</b>		
3100 - FLEET MANAGEMENT	35,258	0
<b>FUND TOTAL</b>	<b>35,258</b>	<b>0</b>
<b>036 - LIBRARY ZONE 1</b>		
6150 - LIBRARY ZONE 1	1,081,703	0
<b>FUND TOTAL</b>	<b>1,081,703</b>	<b>0</b>
<b>037 - LIBRARY ZONE 2</b>		
6180 - LIBRARY ZONE 2	49,235	0
<b>FUND TOTAL</b>	<b>49,235</b>	<b>0</b>
<b>047 - AIRPORT ENTERPRISE</b>		
9000 - AIRPORT	12,990	0
<b>FUND TOTAL</b>	<b>12,990</b>	<b>0</b>
<b>060 - RISK MANAGEMENT</b>		
1830 - RISK MANAGEMENT	38,393	0
<b>FUND TOTAL</b>	<b>38,393</b>	<b>0</b>
<b>066 - LIBRARY ZONE 6</b>		
6166 - LIBRARY ZONE 6	15,791	0
<b>FUND TOTAL</b>	<b>15,791</b>	<b>0</b>
<b>067 - LIBRARY ZONE 7</b>		
6167 - LIBRARY ZONE 7	317,966	0
<b>FUND TOTAL</b>	<b>317,966</b>	<b>0</b>
<b>101 - ROAD</b>		
3010 - TRANSPORTATION DEPARTMENT	424,632	0
3030 - REGIONAL TRANS PROJECTS	0	9,078
<b>FUND TOTAL</b>	<b>424,632</b>	<b>9,078</b>
<b>151 - FIRST 5 FUTURE INITIATIVE</b>		
1570 - GRANTS/PROGRAMS ADMIN	0	645,657
<b>FUND TOTAL</b>	<b>0</b>	<b>645,657</b>
<b>152 - IN HOME SUPP SVCS-PUBLIC AUTH</b>		
1520 - IN HOME SUPP SVCS-PUBLIC AUTH	1,236,643	553,541
<b>FUND TOTAL</b>	<b>1,236,643</b>	<b>553,541</b>
<b>153 - FIRST 5 SOLANO</b>		
1530 - FIRST 5 SOLANO	35,795	0
<b>FUND TOTAL</b>	<b>35,795</b>	<b>0</b>
<b>215 - RECORDER SPECIAL REVENUE</b>		
4000 - RECORDER SPECIAL REVENUE	203,098	0
<b>FUND TOTAL</b>	<b>203,098</b>	<b>0</b>

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

<b>FUND AND DEPARTMENT</b>	<b>OPERATING TRANSFERS OUT</b>	<b>OPERATING TRANSFERS IN</b>
<b>233 - DISTRICT ATTORNEY SPECIAL REV</b>		
4100 - DA SPECIAL REVENUE	725,115	0
<b>FUND TOTAL</b>	<b>725,115</b>	<b>0</b>
<b>241 - CIVIL PROCESSING FEES</b>		
4110 - CIVIL PROCESSING FEES	275,736	0
<b>FUND TOTAL</b>	<b>275,736</b>	<b>0</b>
<b>256 - SHERIFF OES</b>		
2570 - VALERO SETTLEMENT-SCRIP	154,800	0
<b>FUND TOTAL</b>	<b>154,800</b>	<b>0</b>
<b>264 - CRTHSE TEMP CONST</b>		
4140 - CRTHSE TEMP CONST FUND	397,521	0
<b>FUND TOTAL</b>	<b>397,521</b>	<b>0</b>
<b>296 - PUBLIC FACILITIES FEES</b>		
1760 - PUBLIC FACILITIES FEES	1,468,609	0
<b>FUND TOTAL</b>	<b>1,468,609</b>	<b>0</b>
<b>306 - PENSION DEBT SERVICE</b>		
8006 - PENSION DEBT SERVICE	0	12,028,579
<b>FUND TOTAL</b>	<b>0</b>	<b>12,028,579</b>
<b>326 - SHERIFF - SPECIAL REVENUE</b>		
4050 - SHERIFF SPECIAL REVENUE	328,236	0
<b>FUND TOTAL</b>	<b>328,236</b>	<b>0</b>
<b>332 - GOVERNMENT CENTER DEBT SERVICE</b>		
8037 - 2007 CERTIFICATES OF PARTICIPA	0	6,228,201
<b>FUND TOTAL</b>	<b>0</b>	<b>6,228,201</b>
<b>334 - H&amp;SS SPH ADMIN/REFINANCE</b>		
8034 - HSS ADMIN/REFINANCE SPHF	0	2,517,941
<b>FUND TOTAL</b>	<b>0</b>	<b>2,517,941</b>
<b>336 - 2013 COP ANIMAL CARE PROJECT</b>		
8036 - 2013 COP ANIMAL CARE PROJECT	0	44,970
<b>FUND TOTAL</b>	<b>0</b>	<b>44,970</b>
<b>369 - CHILD SUPPORT SERVICES</b>		
2480 - DEPT OF CHILD SUPPORT SERVICES	386,961	0
<b>FUND TOTAL</b>	<b>386,961</b>	<b>0</b>

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

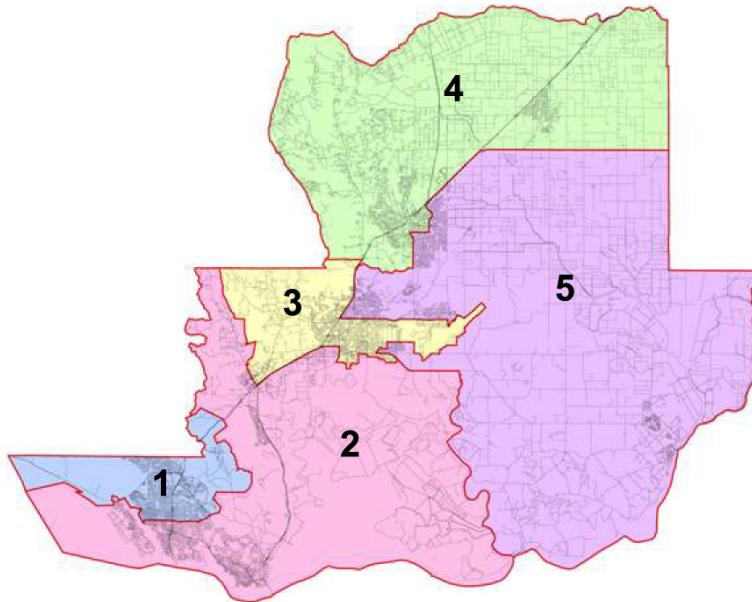
FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
<b>370 - DEPARTMENT OF INFO TECHNOLOGY</b>		
1870 - DEPARTMENT OF INFO TECHNOLOGY	241,274	0
<b>FUND TOTAL</b>	<b>241,274</b>	<b>0</b>
<b>390 - TOBACCO PREVENTION &amp; EDUCATION</b>		
7950 - TOBACCO PREVENTION & EDUCATION	152,452	0
<b>FUND TOTAL</b>	<b>152,452</b>	<b>0</b>
<b>900 - PUBLIC SAFETY</b>		
6500 - DISTRICT ATTORNEY	628,504	10,655,108
6530 - PUBLIC DEFENDER	341,980	9,572,912
6540 - CONFLICT PUBLIC DEFENDER	109,149	3,206,833
6550 - SHERIFF	2,245,943	46,774,287
6650 - PROBATION	910,888	20,312,210
6730 - OTHER PUBLIC DEFENSE	0	2,046,938
<b>FUND TOTAL</b>	<b>4,236,463</b>	<b>92,568,288</b>
<b>902 - HEALTH &amp; SOCIAL SERVICES</b>		
7501 - ADMINISTRATION DIVISION	2,280,835	2,997,915
7680 - SOCIAL SERVICES DEPARTMENT	2,518,576	4,418,907
7690 - IN-HOME SUPPORTIVE SERVICES PA	22,082	1,236,643
7780 - BEHAVIORAL HEALTH	964,508	19,692,572
7880 - HEALTH SERVICES	1,429,087	2,973,506
7900 - ASSISTANCE PROGRAMS	0	8,767,405
<b>FUND TOTAL</b>	<b>7,215,088</b>	<b>40,086,948</b>
<b>906 - MHSA</b>		
9600 - MHSA	16,712,242	0
<b>FUND TOTAL</b>	<b>16,712,242</b>	<b>0</b>
<b>TOTAL</b>	<b>\$ 160,018,239</b>	<b>\$ 160,018,239</b>

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## Board of Supervisors



## County of Solano



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

**Linda J. Seifert, Chair**

**Legislative & Administration**

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### **STATEMENT OF PURPOSE**

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

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

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

Since the Fall of 2008, the Board's primary focus was to meet the County's operational requirements with a declining, but still balanced budget. With the economy stabilizing, in FY2014/15, the Board will continue to address many challenges, working to manage persistent operational funding challenges lingering from the Great Recession, while providing for essential services and operational needs of the citizens of the county. The Supervisors are committed to remaining fiscally prudent while working to develop policies and programs that will help to restore the Solano economy.

The Board's responsibilities include:

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



<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	330,906
FY2014/15 Recommended:	330,719
County General Fund Contribution:	330,719
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.0

**FUNCTION AND RESPONSIBILITIES**

The District 1 Supervisor represents citizens residing within the northern half of the City of Vallejo, and maintains an office at the County Government Center at 675 Texas Street in Fairfield, and holds office hours at various locations in the City of Vallejo. The District 1 Supervisor’s Office budget provides for the expenditures of the elected Supervisor and one staff position.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Supervisor Hannigan represents the Board on over 18 County and regional boards and commissions as a member or an alternate; including the Association of Bay Area Governments and its Hazardous Waste Management Facility Allocation Committee as well as its Regional Planning Committee, as the alternate to the California State Association of Counties, the Solano County Blue Ribbon Commission on Children in Foster Care, the Local Mental Health Advisory Board as an alternate to the Solano Transportation Authority, the Solano County Water Agency Board , the Napa Valley Vine Trail, the Tri-City & County Cooperative Planning Group, First 5 Solano, the Children’s Alliance, as a Trustee to the Vallejo Sanitation & Flood Control District and as a member of the Board’s Legislation Committee. Supervisor Hannigan is also the Chair of the Oversight Board for the Successor Agency to the Vallejo Redevelopment Agency.

**Goals and Objectives**

- Work to strengthen relations and communications between the County and the City of Vallejo.
- Engage residents of District One in the operations of the County.
- Invigorate all of Solano County in advancing the county’s mission, vision, core values and goals.
- Lead collaboratively and energetically with each member of the Board of Supervisor’s.

**DEPARTMENTAL BUDGET SUMMARY**

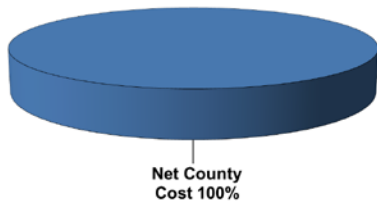
The Recommended Budget represents a net increase of \$7,893 or 2.4% when compared to the FY2013/14 Adopted Budget due to an increase in salary and benefit costs, and a decrease in services and supplies and administrative overhead costs.

**DEPARTMENT COMMENTS**

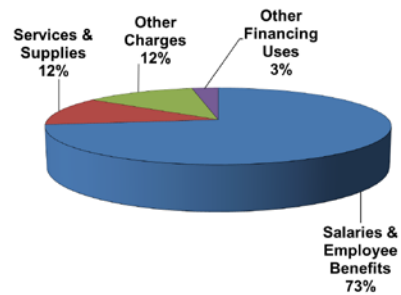
As the Solano County District 1 Supervisor, Erin Hannigan brings her experience of balancing budgets, improving the quality of life and protecting the environment. As a mother, Erin understands the importance of the health and well-being of the family. She is seeking solutions to connecting essential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

Erin Hannigan  
Legislative & Administration

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	242,970	226,371	241,115	14,744	6.5%
Services and Supplies	32,768	40,861	39,833	(1,028)	(2.5%)
Other Charges	42,018	46,295	40,172	(6,123)	(13.2%)
Other Financing Uses	9,473	9,299	9,499	200	2.2%
Intra-Fund Transfers	11,296	0	100	100	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>338,526</b>	<b>322,826</b>	<b>330,719</b>	<b>7,893</b>	<b>2.4%</b>
<b>NET COUNTY COST</b>	<b>338,526</b>	<b>322,826</b>	<b>330,719</b>	<b>7,893</b>	<b>2.4%</b>

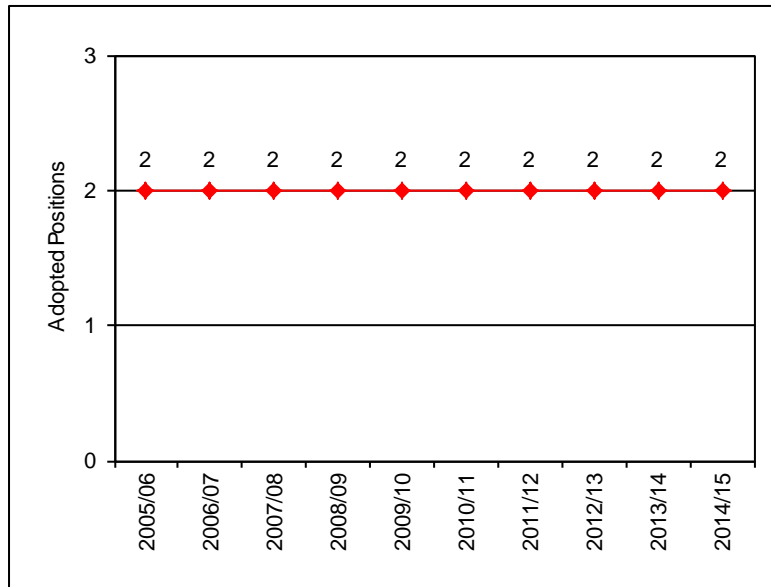
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

There are no significant adjustments to the budget.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Budget for Supervisorial District 1 includes \$2,500 in proposed funding for contributions to non-County agencies. The CAO recommends the Board consider affirming a funding level for FY2014/15 for contributions to non-county agencies.

Linda J. Seifert  
 Legislative & Administration

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	329,462
FY2014/15 Recommended:	330,864
County General Fund Contribution:	330,864
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.0

**FUNCTION AND RESPONSIBILITIES**

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Supervisor Seifert represented the Board of Supervisors [Chair] on over 20 County and regional boards and commissions, including the California State Association of Counties (CSAC) Board of Directors and Executive Committee, CSAC Agriculture and National Resources Committee [Vice Chair], Yolo-Solano Air Quality Management District [Immediate Past Chair], LAFCO, Solano Land Trust, Association of Bay Area Governments, Solano Land Trust [President], the Solid Waste Independent Hearing Panel [Chair], and Travis Community Consortium (Vice-Chair).

Supervisor Seifert’s priorities include:

- Serving district constituents by investigating and responding to their concerns concerning the county, meeting with them on request 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, State and Federal legislators, business community, military active and veteran’s community, non-profit organizations, and the faith community.

Several FY2013/14 highlights include:

- Served as Chair of the Board for the third consecutive year and represented the Board of Supervisors in the community.
- Lead the effort to bring California Dental Association’s CDA Cares event to Solano County Fair Grounds which saw 1959 patients and delivered \$1.5 million in free dental services to those in need.
- As part of efforts on the Solano Land Trust, presided over the opening of Rockville Trails inauguration as the greater Bay Area’s newest natural park.
- Worked on special events sponsored by the County, including an annual booth at the Solano County Fair Ag Day, which introduced over 3000 third graders countywide to the County’s number one industry-- Agriculture.
- Continued a bi-monthly newsletter and a monthly cable channel program (called “Inside Solano”) to keep citizens informed of current issues and County services. The program airs weekly on local cable channels in Fairfield, Benicia and Vallejo.
- Traveled to Washington D.C. to lobby for Travis Air Force base programs—the number one employer in Solano County. Visited DC to address other county issues with federal legislators and agencies.
- Chaired the “Working Group” of the Solano County Water Agency to coordinate activities between various water agencies and interested groups on State and Federal policy and to review county and SCWA response to the Bay Delta Conservation Plan.

- Actively participated in the main California water issues (North-South Water Canals, Delta Watershed protection and various proposed water bonds) by chairing the CSAC Agriculture, Natural Resources and Environment Committee and serving on its Board of Directors and Executive Committee.
- Continued work with community partners regarding water supply to the Green Valley Area, park funding for our State Parks in Benicia, and on a study for the Home Acres area.

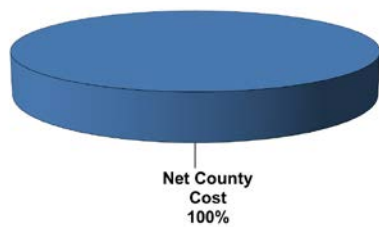
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a net increase of \$6,858 or 2.1% when compared to the FY2013/14 Adopted Budget due to an increase in salary and benefit costs and countywide administrative overhead costs.

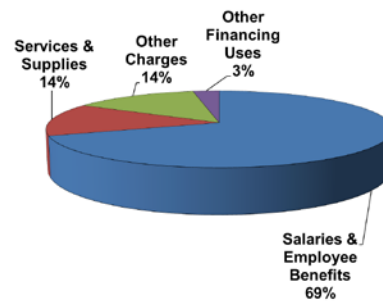
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	216,814	226,754	230,224	3,470	1.5%
Services and Supplies	36,774	45,698	45,653	(45)	(0.1%)
Other Charges	39,917	42,255	45,488	3,233	7.7%
Other Financing Uses	9,125	9,299	9,499	200	2.2%
Intra-Fund Transfers	136	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>302,766</b>	<b>324,006</b>	<b>330,864</b>	<b>6,858</b>	<b>2.1%</b>
<b>NET COUNTY COST</b>	<b>302,766</b>	<b>324,006</b>	<b>330,864</b>	<b>6,858</b>	<b>2.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

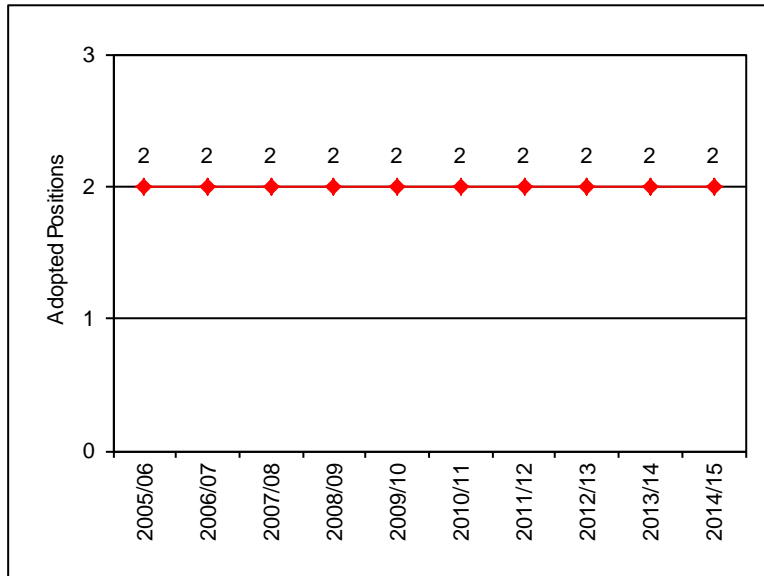
None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

Linda J. Seifert  
Legislative & Administration

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Budget for Supervisorial District 2 includes \$2,500 in proposed funding for contributions to non-County agencies. The CAO recommends the Board consider affirming a funding level for FY2014/15 for contributions to non-county agencies.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	339,745
FY2014/15 Recommended:	354,179
County General Fund Contribution:	354,179
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2

**FUNCTION AND RESPONSIBILITIES**

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

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

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

District 3 FY2013/2014 highlights:

- Actively involved in the fundraising arm of the Family Justice Center Foundation to help the Center achieve operational self-sufficiency within the three-year pilot program.
- Chairs a consortium of transit stakeholders who work to address transportation issues for seniors, people with disabilities and low-income residents. Under his direction, consortium members identified mobility gaps, and corresponding strategies to address the gaps. The Solano County Mobility Management Program is expected to be approved in April 2014 and implemented in subsequent months.
- Balances the diverse needs of Travis Air Force Base, Solano agriculture and the renewable energy sources in Solano County: Initiated efforts by staff to look into potential threats to Travis Air Force Base operations from the cumulative impact of wind turbine projects, as well as new proposals for projects north of Highway 12. Initiated a moratorium to allow staff time to review the current code and see what will ensure protection of Travis while allowing further wind and solar developments.
- Actively involved in the Plan Bay Area – a long range integrated transportation and land-use/housing strategy through 2040 for the nine counties of the San Francisco Bay Area. His focus is protecting business interests while ensuring adequate transportation to foster and allow job growth.
- As Chair of the Solano County Water Agency, is mentoring the water agency to take a stronger legislative and advocacy role.
- As Vice Chair of the Local Agency Formation Commission, has taken an active role in grappling with personnel issues and shepherding the organization through leadership changes and relocation processes.
- Has been a key member of the City of Fairfield and City Suisun Oversight committees as both cities have had to deal with the elimination of their redevelopment agencies.

**James P. Spering  
Legislative & Administration**

- Worked to resolve issues between Solano County and Caltrans associated with receiving critical funding in the amount of \$ 8.5 million of anticipated Federal Transportation Improvement funding to replace the Winters Bridge. His intervention allowed this important multi-year project to continue on schedule avoiding devastating losses of man-hours and funding.
- Actively worked to acquire funding for widening Highway 12 at Jameson Canyon and funding to relocate and build the east bound Interstate 80 truck scales. Currently convening a working group to explore funding strategies for relocating the westbound truck scales.

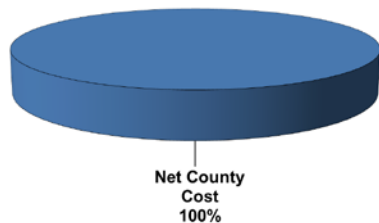
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$17,946 or 5.3% when compared to the FY2013/14 Adopted Budget due to an increase in salary and benefit costs, and increases in County insurance charges, administrative overhead costs, and additional funds for a replacement computer that no longer meets the County’s standards.

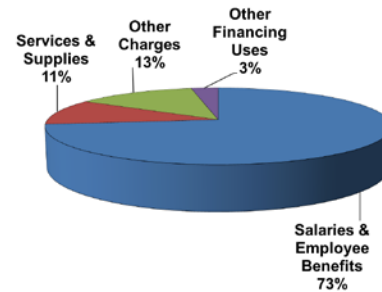
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	239,096	242,804	258,493	15,689	6.5%
Services and Supplies	28,959	36,938	38,199	1,261	3.4%
Other Charges	35,600	46,599	46,431	(168)	(0.4%)
Other Financing Uses	9,899	9,892	10,456	564	5.7%
Intra-Fund Transfers	333	0	600	600	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>313,888</b>	<b>336,233</b>	<b>354,179</b>	<b>17,946</b>	<b>5.3%</b>
<b>NET COUNTY COST</b>	<b>313,888</b>	<b>336,233</b>	<b>354,179</b>	<b>17,946</b>	<b>5.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

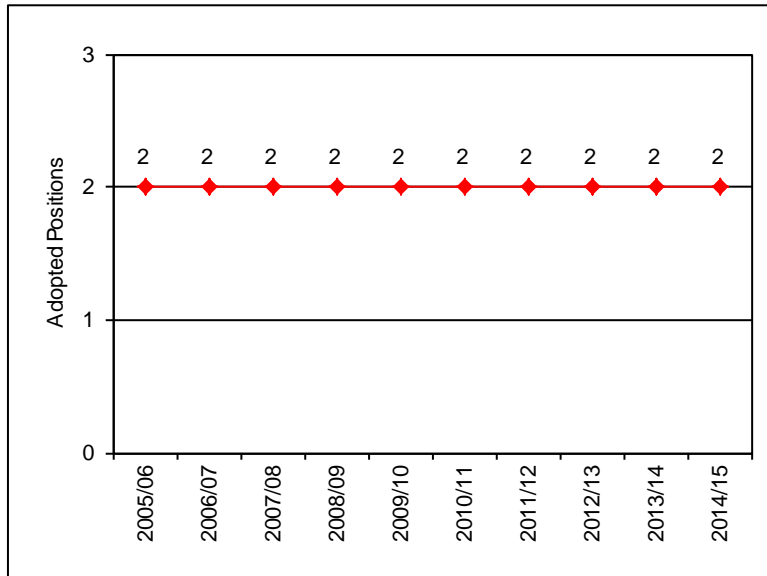
None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.



**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Budget for Supervisorial District 2 includes \$2,500 in proposed funding for contributions to non-County agencies. The CAO recommends the Board consider affirming a funding level for FY2014/15 for contributions to non-county agencies.

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

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	346,358
FY2014/15 Recommended:	353,832
County General Fund Contribution:	353,832
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.0

**FUNCTION AND RESPONSIBILITIES**

The District 4 Supervisor represents citizens residing within the western half of Vacaville, Dixon, and the unincorporated areas reaching from the Yolo County border adjoining the UC Davis Campus, Allendale, English Hills, Pleasants Valley and the Putah Creek area near Winters.

As the elected representative for District 4, Supervisor Vasquez expects to hear from and interact directly with people from the District. The District 4 office is maintained at the County Government Center at 675 Texas Street in Fairfield. The District 4 Supervisors’ office includes one elected Supervisor and one staff member.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

For FY2014/15, Supervisor Vasquez has the following Goals and Objectives:

- Preservation and promotion of agriculture and the preservation of water
- Promotion of public safety, transportation, and economic development
- Continue to focus on the health of our children, seniors and veterans
- Address issues impacting poverty throughout Solano County

**A JOINT ENDEAVOR** from all of us is required for these challenges to be met and the goals to be achieved:

- Agricultural Tourism - continue to work with the Ag communities to establish the policy changes needed to conduct public events on lands under the Williamson Act and under conservation easements. Define the type and timing of the activities as well as the protection of the agricultural productive capacity of Solano’s prime Ag land.
- Continued collaboration with Yolo County and UC Davis to fully capitalize agriculture and food science benefits to the entire region. Working to establish or improve processing, transportation and distribution of our farm products.
- Preservation of water – more than 70 years ago a group of farmers, business professionals, elected and community leaders had the foresight to engage in the process to build the Monticello Dam and establish the Solano Irrigation District and the Solano County Water Agency. That process took place after heavy debate and competing proposals from 1907 to 1957. The same diligence and conscientiousness is needed today to establish a Statewide system that does not desecrate the Solano farmlands. I am an invitee to one group tackling this challenge. We are known as “*Water Fix Discussions*” and are working to develop a proposal for a Statewide plan.
- Poverty, nutrition, exercise/activities, education, children, seniors, veterans– the essential facts and statistics are researched, analyzed and the work is begun but long from finished. The 2014 2015 focus on these joint endeavors include:
  - Work with the Health and Social Services Department to conduct a *Family Health Open House* at the William J. Carroll Government Center to increase the community awareness of the services available here.
  - Continue to work with the Vacaville City Council, youth members of Vacaville’s Reach Coalition, local non-profits and County Public Works to complete “The Rocky Hill Trail”. Fourteen months ago the Reach youth made a presentation to the Vacaville City Council asking that a favorite shortcut used by kids going to school and moms with strollers going to the grocery store be transformed to a safe pedestrian and bicycle path. The path crosses City and County owned property. Together we have addressed most of the issues. We need to take it to completion.
  - Poverty - to reduce any aspect of poverty in Solano County, my role, like with the Rocky Hill Trail, is to convene, facilitate, and mediate these joint endeavors.

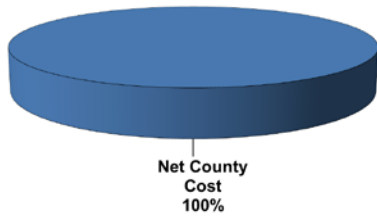
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a net increase of \$10,503 or 3.1% when compared to the FY2013/14 Adopted Budget due to an increase in salary and benefit costs and a small decrease in services and supplies.

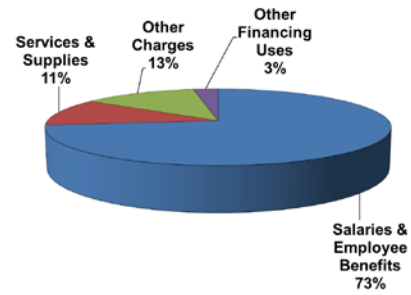
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	238,911	245,005	258,099	13,094	5.3%
Services and Supplies	31,992	42,129	40,404	(1,725)	(4.1%)
Other Charges	42,698	46,023	44,467	(1,556)	(3.4%)
F/A Equipment	0	0	0	0	0.0%
Other Financing Uses	9,581	9,572	9,613	41	0.4%
Intra-Fund Transfers	1,090	600	1,250	650	108.3%
<b>TOTAL APPROPRIATIONS</b>	<b>324,273</b>	<b>343,329</b>	<b>353,832</b>	<b>10,503</b>	<b>3.1%</b>
<b>NET COUNTY COST</b>	<b>324,273</b>	<b>343,329</b>	<b>353,832</b>	<b>10,503</b>	<b>3.1%</b>

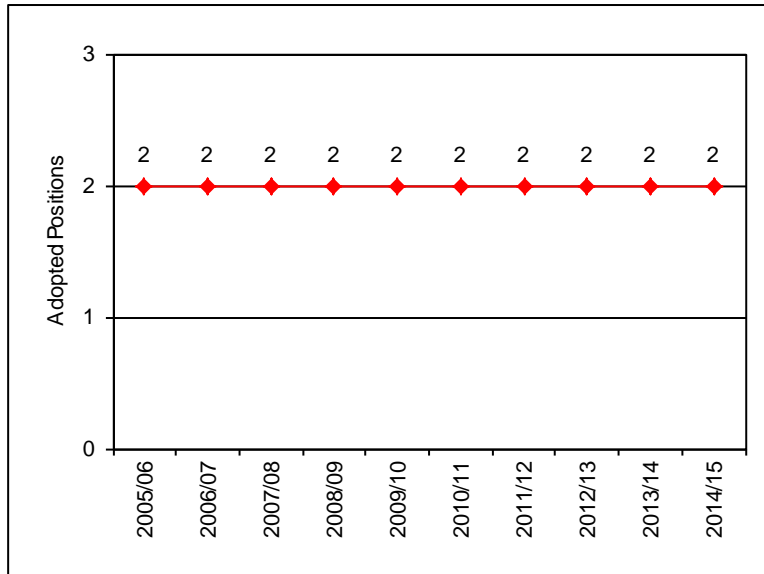
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Budget for Supervisorial District 2 includes \$2,500 in proposed funding for contributions to non-County agencies. The CAO recommends the Board consider affirming a funding level for FY2014/15 for contributions to non-county agencies.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	309,786
FY2014/15 Recommended:	321,628
County General Fund Contribution:	321,628
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.0

**FUNCTION AND RESPONSIBILITIES**

The Supervisor of District 5 represents residents living in the City of Rio Vista, parts of the city of Vacaville, Fairfield and Suisun City, and the Elmira area. The Supervisor maintains an office at the County Government Center at 675 Texas Street Suite 6500. The Office budget provides for the expenditures of the elected Supervisor and one staff member.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Supervisor Thomson represents the Board on 20 county, regional and State boards and commissions (and their subcommittees); including the Delta Counties Coalition, Solano Economic Development Corporation, and Local Agency Formation Commission.

Supervisor Thomson:

- Protects the welfare of the Sacramento-San Joaquin River Delta and defends the County's water interests by working with leading government and community stakeholders and serving on the Delta Counties Coalition.
- Enhances services for members of the armed forces by providing up-to-date information on legislation, regulations and developments that impact military personnel through the Military and Veterans Affairs Committee.
- Engages the business community by actively participating in the Vacaville, Fairfield-Suisun and Rio Vista Chambers of Commerce.
- Strengthens the County's relationship with the Travis Air Force base by serving as a member of the Travis Regional Armed Forces Committee.

Supervisor Thomson's Goals and Objectives include:

- Implement cost savings initiatives to help reduce the County's structural operational deficit and supports organizations that help our struggling residents get through this challenging economic time.
- Work to secure the safety and welfare of the Delta community by advocating for an alternative to the Bay Delta Conversation Plan (BDCP) that benefits rather than harms our community.
- Ensure that Board decisions concerning County contracts and labor agreements are fair, equitable, fiscally responsible and sustainable.

Achievements

- Traveled to Northern and Southern California as well as Washington D.C. to meet with leading government and media stakeholders and raised awareness about the potential harms of the BDCP.
- Identified payment-in-lieu of taxes (PILT) monies in the amount of \$567,354 owed by the State of California to Solano County and spearheaded a process for the State to issue the monies owed.

Became an honorary Travis Air Force Base Commander and spearheaded initiatives to help protect the base from encroachment.

**Skip Thomson  
Legislative & Administration**

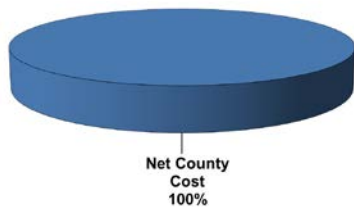
**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a net increase of \$19,730 or 6.5% when compared to the FY2013/14 Adopted Budget. Roughly half of the increase stems from an increase in salary and benefit costs and countywide administrative overhead costs. Additional demands associated with representing the County’s water interests during this pivotal time have created the need for increased travel expenses.

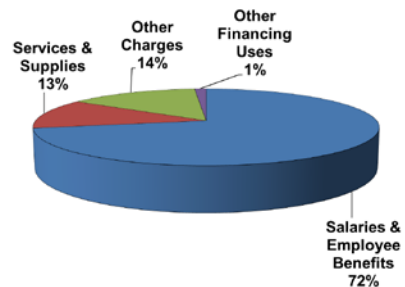
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	238,731	221,173	231,262	10,089	4.6%
Services and Supplies	19,572	34,571	40,328	5,757	16.7%
Other Charges	35,429	42,321	45,973	3,652	8.6%
Other Financing Uses	6,169	3,833	4,064	231	6.0%
Intra-Fund Transfers	165	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>300,066</b>	<b>301,898</b>	<b>321,628</b>	<b>19,730</b>	<b>6.5%</b>
<b>NET COUNTY COST</b>	<b>300,066</b>	<b>301,898</b>	<b>321,628</b>	<b>19,730</b>	<b>6.5%</b>

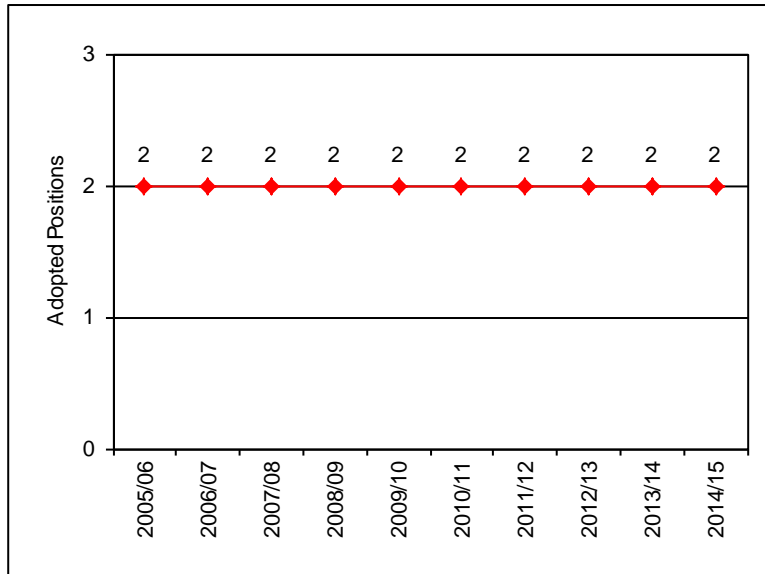
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Budget for Supervisorial District 2 includes \$2,500 in proposed funding for contributions to non-County agencies. The CAO recommends the Board consider affirming a funding level for FY2014/15 for contributions to non-county agencies.

Linda J. Seifert, Chair  
Legislative & Administration

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	152,954
FY2014/15 Recommended:	217,297
County General Fund Contribution:	208,927
Percent County General Fund Supported:	96.2%
Total Employees (FTEs):	0

**FUNCTION AND RESPONSIBILITIES**

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

**DEPARTMENTAL BUDGET SUMMARY**

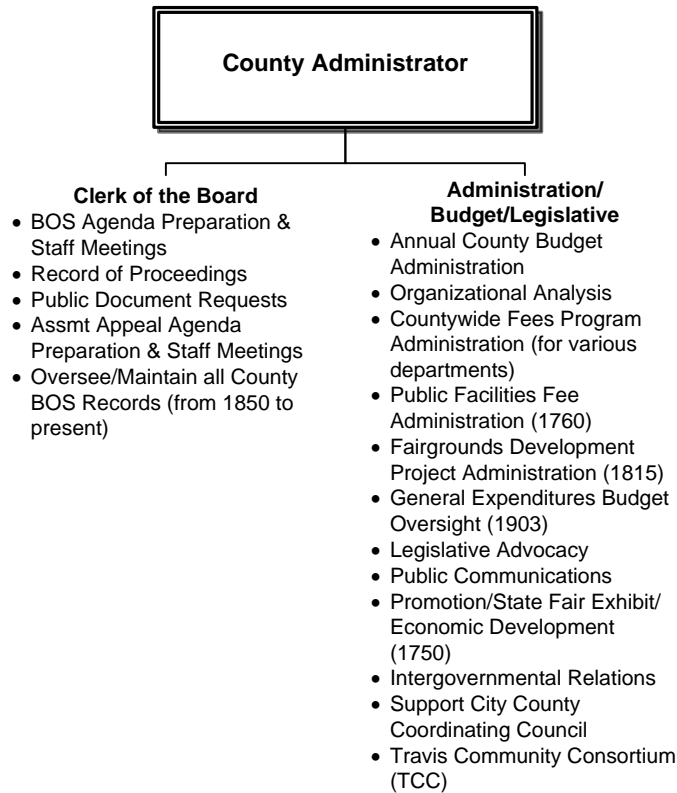
The Recommended Budget represents an increase of \$8,370 or 0% in revenues and an increase of \$44,536 or 25.8% in appropriations when compared to the FY2013/14 Adopted Budget. The increase in revenue is from Administrative Overhead and the increase in appropriations is primarily due to increased costs of \$42,923 for Liability Insurance.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Charges For Services	0	0	8,370	8,370	0.0%
Misc Revenue	150	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>150</b>	<b>0</b>	<b>8,370</b>	<b>8,370</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	100,280	150,211	191,263	41,052	27.3%
Other Charges	22,000	22,000	25,500	3,500	15.9%
Intra-Fund Transfers	1,281	550	534	(16)	(2.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>123,561</b>	<b>172,761</b>	<b>217,297</b>	<b>44,536</b>	<b>25.8%</b>
<b>NET COUNTY COST</b>	<b>123,411</b>	<b>172,761</b>	<b>208,927</b>	<b>36,166</b>	<b>20.9%</b>

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Budget includes the continued appropriation of \$25,000 in contributions to non-County agencies for Travis Community Consortium (TCC). The CAO recommends the Board affirm the non-County agency contribution for FY2014/15.





**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.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	3,003,363
FY2014/15 Recommended:	3,427,206
County General Fund Contribution:	1,360,713
Percent County General Fund Supported:	39.7%
Total Employees (FTEs):	16

**FUNCTION AND RESPONSIBILITIES**

Responsibilities of the County Administrator are:

- Plan, monitor and oversee County operations to ensure Board policies are carried out in the most efficient, cost-effective and service-oriented manner.
- Formulate short- and long-range plans through strategic planning and the annual budget.
- Review and monitor County structure, programs, services and budgets, and make recommendations to the Board regarding reorganizations, funding and positions necessary to conduct departmental functions.
- As Clerk of the Board of Supervisors, prepare and coordinate Board agendas and minutes.
- Implement the County's Legislative Advocacy Program; review impacts of State/Federal legislation; initiate legislative proposals and prepare position recommendations.
- Supervise appointed Department Heads.

- 
- Meet with Board Members individually or in committees to discuss Board policies and interpretations; participate in Board Committees.
  - Represent the Board in the County's intergovernmental relations and perform general administrative duties.
  - Provide administrative and fiscal oversight to First 5 Solano.
  - Oversee the contracts for the Administrative Entity services with the Workforce Investment Board and the Solano County Fair and support County economic development activities, the Travis Community Consortium, the Solan360 project implementation and County Debt Service, advisory activities and various capital projects, and oversight of the County Fee tables.
  - Provide administrative support to the City County Coordination Council and various Board committees.

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

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- As the economy continues to rebound from the recession, cost savings as well as increased operational efficiencies and employee productivity have resulted from the County Administrator's implementation of prior Deficit Reduction Strategies. These efforts, along with cautious optimism on improved tax revenues from the improving economy, are narrowing the structural deficit, yet more work remains in managing this fiscal issue.
- Completed the five-year comprehensive analysis of the County's Public Facilities Fee, which included a new transportation component for regional road projects.
- Worked with the Solano360 partners – the County, the City of Vallejo and the Solano County Fair Association – completed the entitlement process for the fairgrounds project and moved forward by engaging the services of three consultants to begin the preliminary design which includes the preparation of the required environmental surveys and wetland delineations, the geotechnical analysis and the preliminary engineering for the Project.
- Provided leadership and support for the AB 900 Steering Committee for the 362-bed adult detention facility under construction adjacent to the existing detention facility on Clay Bank Road in Fairfield.
- Continued to provide guidance on the implementation of the 2011 Public Safety Realignment which has altered and will continue to alter how the County manages the offender population in the criminal justice system. Implementing these changes have required significant staff time involved in community engagement and education efforts, the review and analysis of program and operational changes, and aligning of various funding streams to the distinct program efforts.
- Provided leadership and support in the successful application of SB1022 Adult Local Criminal Justice Facilities Construction Financing Program proposal, which will provide \$23 million in State funding to construct a new vocation and education facility for delivery of in-custody programing at the Claybank campus.
- Provided leadership and support for the Animal Care Expansion Project, which includes the installation of a new 12,500 square foot kennel and renovation of a 2,600 square foot portion of the existing Animal Shelter. The financing of the construction was negotiated in a new 15-year memorandum of understanding between the County and the seven cities for the provision of animal shelter services.
- Guided the implementation of the Affordable Care Act, a key Federal legislative bill that expanded Medi-Cal and will continue to impact Medi-Cal enrollments. Implementing these changes has required increased funding and significant changes to staffing levels to meet State and Federal implementation deadlines.
- Continued the implementation of the Legistar paperless agenda process that began in FY2011/12 which now includes the paperless agenda process for the Board of Supervisors, Assessment Appeals Board and the Civil Service Commission.

**Functional Area Summary**

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

- Coordinated the annual Counties Care Holiday Food Drive and the friendly competition with the employees of Contra Costa County, which resulted in Solano County receiving the “Big Apple Trophy” for having the most funds raised per employee of \$10.54.
- Established administrative policies that formalized the County’s approach to its interaction with news media, the use of graphic icons including the County seal and logo, and the use of social media by departments and County employees.
- Developed Countywide Protocols for conducting Site Dedication, Groundbreaking, and Facility Dedication Ceremonies.
- Provided staff support for the County to the Travis Community Consortium; and assisted with the CDA Cares Dental event held at the County fairgrounds.

**WORKLOAD INDICATORS**

During FY2012/13, it is anticipated the County Administrator/Clerk of the Board will have:

- Participated and provided assistance at 31 meetings of various Board of Supervisors meetings.
- Processed 400 Agenda Submittals and developed/published Minutes for 31 Board of Supervisors’ Regular Meetings, 11 Assessment Appeal Hearings; and 1 City Selection Committee meeting and 274 Public Comment Cards from the public present at the Board meetings.
- Recorded 15 Ordinances and 310 Resolutions adopted by the Board.
- Processed 552 Assessment Appeals applications (individual application for multiple parcels counted as one).
- Provided staff support to the City-County Coordinating Committee.
- Received 12 requests for information under the California Public Records Act (GC §6250).
- Filed 109 California Environmental Quality Act (CEQA) documents.
- Processed 117 claims against the County and 9 lawsuits.

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
CLERK OF THE BOARD	51,601	47,009	47,009	-	0.0 %
ADMINISTRATIVE OFFICE	<u>2,160,726</u>	<u>2,116,938</u>	<u>2,019,484</u>	<u>(97,454)</u>	<u>(4.6) %</u>
<b>TOTAL REVENUES</b>	<b>2,212,327</b>	<b>2,163,947</b>	<b>2,066,493</b>	<b>(97,454)</b>	<b>(4.5) %</b>
<b>APPROPRIATIONS</b>					
CLERK OF THE BOARD	368,510	468,418	455,522	(12,896)	(2.8) %
ADMINISTRATIVE OFFICE	<u>2,527,683</u>	<u>2,825,391</u>	<u>2,971,684</u>	<u>146,293</u>	<u>5.2 %</u>
<b>TOTAL APPROPRIATIONS</b>	<b>2,896,193</b>	<b>3,293,809</b>	<b>3,427,206</b>	<b>133,397</b>	<b>4.0 %</b>
<b>NET COUNTY COST</b>					
CLERK OF THE BOARD	316,908	421,409	408,513	(12,896)	(3.1) %
ADMINISTRATIVE OFFICE	<u>366,958</u>	<u>708,453</u>	<u>952,200</u>	<u>243,747</u>	<u>34.4 %</u>
<b>NET COUNTY COST</b>	<b>683,866</b>	<b>1,129,862</b>	<b>1,360,713</b>	<b>230,851</b>	<b>20.4 %</b>
<b>STAFFING</b>					
CLERK OF THE BOARD	2	2	2	0	0.0 %
ADMINISTRATIVE OFFICE	<u>14</u>	<u>14</u>	<u>14</u>	<u>0</u>	<u>0.0 %</u>
<b>TOTAL STAFFING</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>0</b>	<b>0.0 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

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

**1115 - Administration:**

The Recommended Budget represents a decrease of \$97,454 or 4.5% in revenues and an increase of \$146,293 or 5.2% in appropriations when compared to the FY2013/14 Adopted Budget. The Net County Cost for the Administration budget increased \$243,747 or 34.4%.

The principal factor leading to the increase in the Net County Cost for the Administration budget is a net increase of \$137,971 in Salaries and Employee Benefits costs which is partially from approved salary and benefit cost increases and the anticipated filling of vacant positions. In addition, Countywide Administration Overhead (A-87) revenue decreased by \$97,499 or 4.6%. The A-87 revenues are estimated, based on Administration’s expenditures incurred in FY2012/13 and allocated to departments who receive services from the CAO in that year. The reduction in the A-87 revenues results from the ongoing cost containment efforts in Administration expenditures that resulted in reduced allocated costs to County departments.

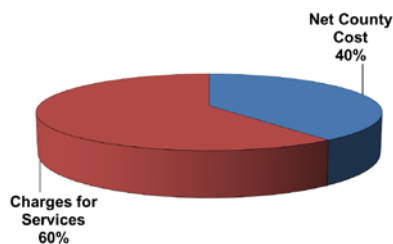
**1114 - Clerk of the Board:**

The FY2014/15 Recommended Budget of \$455,522 for the Clerk of the Board reflects a decrease of \$12,896 or 2.8% in appropriations and no change to anticipated revenues when compared to the FY2013/14 Adopted Budget. The Net County Cost for the Clerk of the Board’s budget is decreased by \$12,896 or 3.1%. The principal factors leading to the decrease in budgeted appropriations is a decrease in employee benefit costs.

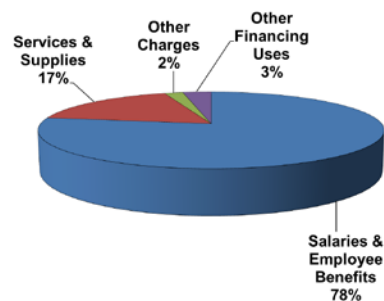
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

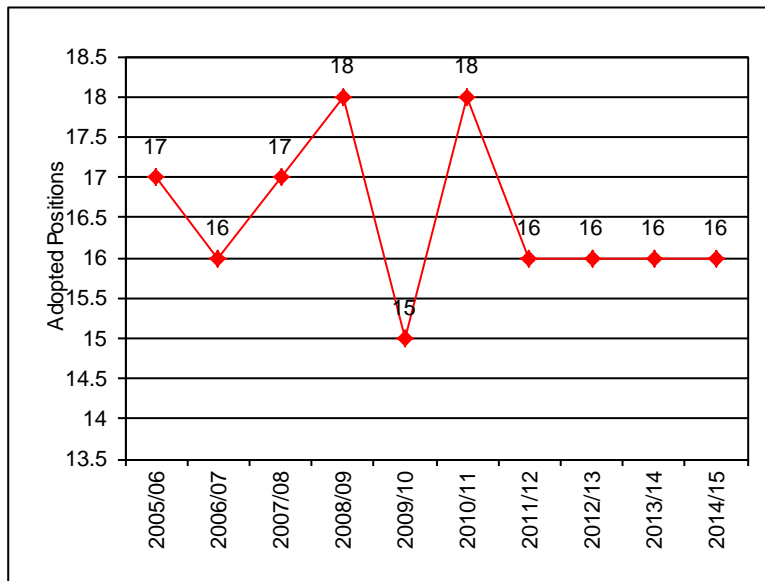
**1100 – Fund 001-County Administrator  
Birgitta E. Corsello, County Administrator  
Legislative & Administration**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Charges For Services	2,212,282	2,163,947	2,066,448	(97,499)	(4.5%)
Misc Revenue	45	0	45	45	0.0%
<b>TOTAL REVENUES</b>	<b>2,212,327</b>	<b>2,163,947</b>	<b>2,066,493</b>	<b>(97,454)</b>	<b>(4.5%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	2,300,640	2,537,665	2,657,803	120,138	4.7%
Services and Supplies	426,329	583,478	591,843	8,365	1.4%
Other Charges	72,246	69,741	69,252	(489)	(0.7%)
Other Financing Uses	92,951	101,430	106,906	5,476	5.4%
Intra-Fund Transfers	4,027	1,495	1,403	(92)	(6.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,896,193</b>	<b>3,293,809</b>	<b>3,427,206</b>	<b>133,397</b>	<b>4.0%</b>
<b>NET COUNTY COST</b>	<b>683,866</b>	<b>1,129,862</b>	<b>1,360,713</b>	<b>230,851</b>	<b>20.4%</b>

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

As the housing market appears to be rebounding, it is anticipated that the number of assessment appeal applications filed will increase in FY2013/14 as property values subject to Proposition 8 start to escalate. The Assessment Appeals Board was anticipating four large cases to come before them in FY2013/14: Genentech, Syar Industries, Anheuser-Busch and Shiloh wind projects; however, they will most likely be heard during FY2014/15. These complex hearings are expected to require multiple-day hearings.

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

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1750 PROMOTION	79,464	330,562	44	(330,518)	(100.0%)
1903 GENERAL EXPENDITURES	3,240,036	2,870,326	2,780,661	(89,665)	(3.1%)
1905 A87 - OFFSET	(2,270,554)	(1,579,334)	(2,270,554)	(691,220)	43.8%
2380 SE VALLEJO REDEVELOPMENT SETT	6	-	-	-	0.0%
2390 TOBACCO SETTLEMENT	672	-	-	-	0.0%
2400 GRAND JURY	185	-	-	-	0.0%
6730 OTHER PUBLIC DEFENSE	1,732,764	2,247,367	2,046,938	(200,429)	(8.9%)
6800 C M F CASES	212,059	253,439	228,923	(24,516)	(9.7%)
6901 ADMINISTRATION	108,269	284,211	174,202	(110,009)	(38.7%)
<b>APPROPRIATIONS</b>					
1750 PROMOTION	181,366	496,083	176,185	(319,898)	(64.5%)
1903 GENERAL EXPENDITURES	115,391,584	127,221,616	129,158,883	1,937,267	1.5%
1905 A87 - OFFSET	(2,270,554)	(1,579,334)	(2,270,554)	(691,220)	43.8%
1906 GENERAL FUND-OTHER	2,821,185	2,833,413	2,788,496	(44,917)	(1.6%)
2390 TOBACCO SETTLEMENT	125,943	-	-	-	0.0%
2400 GRAND JURY	86,480	112,981	121,838	8,857	7.8%
6730 OTHER PUBLIC DEFENSE	1,732,764	2,247,367	2,046,938	(200,429)	(8.9%)
6800 C M F CASES	213,582	245,031	228,923	(16,108)	(6.6%)
6901 ADMINISTRATION	93,770	284,211	174,202	(110,009)	(38.7%)
<b>NET CHANGE</b>					
1750 PROMOTION	(101,902)	(165,521)	(176,141)	(10,620)	6.4%
1903 GENERAL EXPENDITURES	(112,151,548)	(124,351,290)	(126,378,222)	(2,026,932)	1.6%
1906 GENERAL FUND-OTHER	(2,821,185)	(2,833,413)	(2,788,496)	44,917	(1.6%)
2380 SE VALLEJO REDEVELOPMENT SETT	6	-	-	-	0.0%
2390 TOBACCO SETTLEMENT	(125,272)	-	-	-	0.0%
2400 GRAND JURY	(86,295)	(112,981)	(121,838)	(8,857)	7.8%
6800 C M F CASES	(1,523)	8,408	-	(8,408)	(100.0%)
6901 ADMINISTRATION	14,500	-	-	-	0.0%

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- On January 15, 2013, the Board approved a joint operating agreement among the County of Solano, the County of Yolo and the Solano College Small Business Development Center to establish a farmbudsman program that serves both counties by assisting farmers, ranchers and agriculture-related businesses with various permitting processes, including assistance with agricultural permitting and standards as required by regulatory agencies. The program’s objective is to facilitate and expedite the development of promising value-added agricultural projects and was a key opportunity identified in the Solano and Yolo Counties Joint Economic Summit in November 2011. During FY2013/14, the farmbudsman worked with more than 50 agriculture-related businesses (existing and potential startups) on a variety of subjects including permitting, financing and processing.
- Published the *2013 Index of Economic and Community Progress* in March 2014 that primarily focused on answering the question “How is Solano County recovering from the Great Recession?” The Index identified that overall the local economy was emerging from the recession; however, the county still has a ways to go before the recession is truly history. 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.
- On January 15, 2013, the Board accepted a \$369,860 grant from the Office of Economic Adjustment (OEA) to develop recommendations on how the public and private sector entities across the county could further diversify the Solano County economy. The economic diversification project was dubbed Moving Solano Forward and featured interactive meetings with public and private sector leaders over the course of 2013 and through May 2014 to understand the economic landscape in Solano County and opportunities for developing strategic options to expand and diversify the local economy. The final project report is expected to be presented in August 2014 to the Board of Supervisors, the City County Coordinating Council and at a breakfast meeting of Solano EDC.
- The 2013 Exhibit at the California State Fair received a Gold Award and the Manager’s Award. The exhibit puts forth a positive image of the county as well as exposes fairgoers to Solano Grown products, services and destinations.
- Completed the Solano County Visitors Guide project, a no cost to the County project in partnership with the I-80 News Media Group to address a void in the marketplace to promote tourism destinations countywide. The County will no longer produce the Visitors Guide as the private sector marketplace has successfully launched and sustained a similar product.
- Updated the Video Tour of Solano County that is posted on the home page of the County’s website to promote the county’s amenities for visitors and highlight opportunities for businesses to locate and/or expand here. The web-based video marketing tool is produced at no cost to the County under an agreement with CGI Communications, Inc., a National Association of Counties premier corporate member. The content of the videos was developed in cooperation with the Solano EDC’s Economic Development Task Force.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$330,518 or 100.0% in revenues and a decrease of \$319,898 or 64.5% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, the Net County Cost increased \$10,620 or 6.4%.

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

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev Federal	79,368	319,860	0	(319,860)	(100.0%)
Charges For Services	0	10,702	44	(10,658)	(99.6%)
Misc Revenue	96	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>79,464</b>	<b>330,562</b>	<b>44</b>	<b>(330,518)</b>	<b>(100.0%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	180,691	494,680	176,100	(318,580)	(64.4%)
Other Charges	121	1,353	35	(1,318)	(97.4%)
Intra-Fund Transfers	555	50	50	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>181,366</b>	<b>496,083</b>	<b>176,185</b>	<b>(319,898)</b>	<b>(64.5%)</b>
<b>NET COUNTY COST</b>	<b>101,902</b>	<b>165,521</b>	<b>176,141</b>	<b>10,620</b>	<b>6.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Significant factors contributing to significant budget changes are:

- \$319,898 decrease in revenue is a result of the completion of the OEA grant-funded economic diversification study project and the transfer of the management of the Micro-Enterprise Business Assistance Program to the County Department of Resource Management.
- \$40,000 for a comprehensive contract to design, construct and staff a Solano County exhibit at the 2015 California State Fair.
- \$37,500 for the County’s annual membership with the Solano Economic Development Corporation.
- \$65,000 for economic development studies, including \$25,000 to produce the *2014 Index of Economic and Community Progress* and \$40,000 to address study needs being identified as part of the economic diversification study project.
- \$27,000 as the County’s share of the farmbudsman position.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Moving Solano Forward economic diversification study project will be unveiling a variety of strategies and implementation plan recommendations. The potential exist that some of the study recommendations will qualify for follow up actions to the current grant and could be partially funded by the Office of Economic Adjustment.

The County will continue to work with its city partners and Solano EDC as strategies to retain existing businesses and attract new companies are developed and implemented.



**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 Support Services, Parks and Recreation, and the Library Director's position. This budget also contains funding to the Courts as County obligation under agreements for Maintenance of Efforts (MOE) with the State. Other expenditures budgeted in this Budget Unit cover costs not readily allocated to departmental budgets.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	1,409,089	1,342,500	1,342,500	0	0.0%
Charges For Services	1,679,208	1,527,826	1,438,161	(89,665)	(5.9%)
Misc Revenue	120	0	0	0	0.0%
Other Financing Sources	151,619	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,240,036</b>	<b>2,870,326</b>	<b>2,780,661</b>	<b>(89,665)</b>	<b>(3.1%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	0	800,000	800,000	0	0.0%
Services and Supplies	259,017	990,615	547,200	(443,415)	(44.8%)
Other Charges	9,766,870	9,725,979	9,667,534	(58,445)	(0.6%)
Other Financing Uses	105,265,697	115,726,222	118,144,149	2,417,927	2.1%
Intra-Fund Transfers	100,000	(21,200)	0	21,200	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>115,391,584</b>	<b>127,221,616</b>	<b>129,158,883</b>	<b>1,937,267</b>	<b>1.5%</b>
<b>NET COUNTY COST</b>	<b>112,151,548</b>	<b>124,351,290</b>	<b>126,378,222</b>	<b>2,026,932</b>	<b>1.6%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget of \$129,158,883 reflects a decrease of \$89,665 or 3.1% in revenues and an increase of \$1,937,267 or 1.5% in appropriations when compared to the FY2013/14 Adopted Budget. The Net County Cost for the General Expenditures budget is thus increased by \$2,026,932.

The decrease in revenues is primarily due to a decrease in Administrative Overhead and anticipated small decreases in court fines and fees as a result of fewer police officers in the cities with fewer citations being issued thereby reducing court generated fine revenue.

The General Expenditures appropriations of \$129,158,883 reflect an increase in appropriations of \$1,937,267 which is primarily the net result of changes in Services and Supplies (\$443,415 decrease), Other Charges (\$58,445 decrease) and Other Financing Uses (\$2,417,927 increase). The General Expenditures appropriations include the following:

Accrued Leave Payoff of \$800,000, which is the same amount, budgeted in FY2013/14 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 payoff.

Services and Supplies include the following appropriations:

- \$190,200 for technology automation projects to fund automation projects in county departments that promote efficiency.
- \$177,000 for the County's share of LAFCO's costs per the MOU with LAFCO.
- \$180,000 for contracted services to cover costs of management reviews and organizational studies that would be required to identify opportunities for efficiencies in departments.

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

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

- 
- \$1,054,115 for the County Facility Payment Maintenance of Effort to the Trial Court.
  - Appropriations of \$438,938 for GF contribution to non-County agencies include the following:
    - \$76,500 for the Court-Appointed Special Advocates (CASA) of Solano County. CASA advocates for the best interest of children within the court system.
    - \$125,000 as a County match for a fund-raiser held annually by the Solano Coalition for Better Health for Children's Health Insurance.
    - \$237,438 for various non-County agencies as determined by the Board.

Other Financing Uses reflects the General Fund Contributions to other non-general fund County Departments totaling \$118,144,149 an increase of \$2,417,927 when compared to the FY2013/14 Adopted Budget as noted below:

Public Safety Fund

The GF Contribution to the Public Safety Departments increased by \$1,713,665 or 1.9% from \$89,814,463 to \$91,528,128. The \$1,759,089 increase is the net result of the following:

- The GF Contribution and changes to the amounts to the Public Safety departments are:
  - Sheriff's Office: \$46,020,113 GF Contribution which represents a \$1,538,656 increase primarily the result of new operational costs associated with the 362-bed new Stanton Correctional Facility, increased labor costs of approximately \$1.2 million for COLA's that are based on new bargaining agreements, increases in countywide administrative overhead of \$245,000, increases of \$396,000 in Central Data Processing charges and increases in workers compensation insurance.
  - Probation: \$20,312,210 GF Contribution which represents an \$115,800 increase which is primarily the result of increased labor costs and other costs such as Central Data Processing Services, offset in part by an anticipated increase in Prop. 172 revenues and the State's allocation of SB678 funding within the Probation department budget.
  - District Attorney: \$9,929,993 GF Contribution which represents a \$23,582 increase to the District Attorney, primarily due to increases in benefit costs not offset by other available revenue in the Department budget.
  - Public Defender: \$9,572,912 GF Contribution which represents a \$56,617 increase. The Public Defender does not receive other revenues. The increased need for GF support is attributable to increased benefit costs.
  - Alternate Public Defender: \$3,206,833 GF Contribution which represents a \$166,128 increase. The Alternate Public Defender does not receive other revenues. The increased need for GF support is primarily the result of increased benefit costs.
  - Fouts Springs Youth Ranch: \$187,500 in GF Contribution which represents an increase in appropriations of \$831 for safeguarding and maintaining the facilities and associated permits at the Fouts Springs Youth Ranch (Fund 031) until the Ranch can be fully decommissioned and returned to US Forest Service.
  - Other Public Defense: \$2,046,938 in GF Contribution which represents a decrease of \$200,429 in appropriations based on the anticipated number of capital cases.
- An estimated total increase of \$1.2 million in projected Proposition 172 funding for FY2014/15 when compared to the FY2013/14 Adopted Budget was utilized to defray some public safety department cost increases in the operating budgets thereby offsetting a portion of the cost increases and the General Fund contribution for FY2014/15.

Health & Social Services Fund

The GF Contribution to Fund 902, Health & Social Services of \$20,296,041 reflects a \$702,932 net reduction when compared to the FY2013/14 Adopted Budget. The reduction is due to the following:

- H&SS Programs: decreased by \$702,932 from \$12,231,568 to \$11,528,636, a decrease of 5.8%. The decrease can be attributed to changes in non-claimable costs (administrative overhead).
- Assistance Programs, which include General Assistance, Foster Care and IHSS wages, of \$8,767,405 reflects no changes

in General Fund contribution and remains at \$8,767,405 from the FY2013/14 Adopted Budget.

- Included in the transfer to H&SS - Public Health of \$1,689,570 General Fund contribution is a contribution to Non-County agencies to fund various contracts. (See details listed below.)
  - \$520,000 to Solano Coalition for Better Health for Health Access Initiatives. This provides financial support for coordinating and implementing initiatives \$25,000 to increase access to healthcare through children’s health insurance enrollment and training activities \$170,000 which would match more than 1,200 eligible children with appropriate programs and payment of children’s health insurance premiums \$325,000 which will enable health insurance access for more than 1,400 children. It is anticipated this appropriation will underwrite costs of direct premium purchases for 250 participants.
  - \$395,000 for the provision of clinical primary care services for uninsured County residents by Community Health Clinics.
  - \$312,000 substance abuse prevention activities within the county’s seven cities; involves schools, law enforcement, government, and community organizations.
  - \$110,000 for the Adolescent Intervention Modality (AIM) program (Reducing Rates Initiative) to provide brief early intervention services to youth in Solano County who are identified as being high-risk for using or abusing alcohol, tobacco and/or other drugs.
  - \$100,000 to the National Association for the Advancement of Colored People (NAACP) to conduct outreach and education services for sexually transmitted disease programs.
  - \$86,975 to Community Action Partnership (CAP) Solano JPA to provide support for housing assistance.
  - \$80,000 to cover the cost of a staff person working for the Senior Coalition on a broad array of senior issues. The Senior Coalition provides input to the Board of Supervisors, increases general public awareness and education, and strengthens coordination and partnerships on the issues.
  - \$47,595 to Napa/Solano Area Agency on Aging to match Older Americans Act funding.
  - \$30,000 for Food Bank of Contra Costa/Solano.
  - \$8,000 for North Bay Standdown to help veterans connect with programs and services.

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

- \$3,265,000 to be transferred out of the General Fund’s Deferred Maintenance Reserve to the Accumulated Capital Outlay fund for Capital Renewal Projects.
- \$251,629 to Fund 004 (BU 6300) – Library for the Library Director’s salary and benefits in accordance with Education Code §19147.
- \$166,212 to Fund 016 (BU 7000) - Parks & Recreation which reflects an increase of \$43,434 from FY2013/14 Adopted Budget.
- \$553,541 to pay for the County’s share of: (1) the IHSS Public Authority’s administrative costs, and (2) insurance costs for IHSS service providers.
- \$645,657 to Fund 151 (BU 1570) - First 5 for contract services \$50,000, Children’s Alliance \$118,750, the Family Resource Center Contracts \$439,407, Baby Coach \$25,000, and Local Child Care Planning Councils \$12,500.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

None.

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

**Birgitta E. Corsello, County Administrator**

**Other General**

**FUNCTION AND RESPONSIBILITIES**

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

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a net offset of \$2,270,554 in revenues and appropriations, a \$691,220 difference when compared to the FY2013/14 Adopted Budget. The offset can vary from year to year depending on the level and cost of the services provided between General Fund departments.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Charges For Services	(2,270,554)	(1,579,334)	(2,270,554)	(691,220)	43.8%
<b>TOTAL REVENUES</b>	<b>(2,270,554)</b>	<b>(1,579,334)</b>	<b>(2,270,554)</b>	<b>(691,220)</b>	<b>43.8%</b>
<b>APPROPRIATIONS</b>					
Other Charges	(2,270,554)	(1,579,334)	(2,270,554)	(691,220)	43.8%
<b>TOTAL APPROPRIATIONS</b>	<b>(2,270,554)</b>	<b>(1,579,334)</b>	<b>(2,270,554)</b>	<b>(691,220)</b>	<b>43.8%</b>
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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

**FUNCTION AND RESPONSIBILITIES**

This budget is used as a General Fund conduit to finance the 2007 and 2013 Certificates of Participation (COP). The 2007 COPs were issued to refinance the 2002 COPs at a lower interest rate. The 2002 COPs were issued for the construction of the 6-story Government Center, 5-story parking structure, Probation Facility and improvement to the Central Utility Plant and the Library, all located in Fairfield. As of November 1, 2012, the 2002 COPs were fully redeemed.

Departments using the Government Center and the Probation Facility are allocated their corresponding share of the Debt Service due on the 2007 COPs based on their building space usage and a share of the parking structure. Any vacant office space is assigned to the General Fund for purpose of allocating the costs of the 2007 COP debt service payments.

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 COPs. The County General Fund's share is approximately 10% of the annual debt service requirements.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents the General Fund's share of the principal and interest payments on the 2007 COPs (\$2,743,526) and the 2013 COPs (\$44,970). This represents a decrease of \$44,917 or 1.6% when compared to the FY2013/14 Adopted Budget.

(See related BU 8032, BU 8036 and BU 8037 under the Auditor-Controller)

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS</b>					
Other Financing Uses	2,821,185	2,833,413	2,788,496	(44,917)	(1.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,821,185</b>	<b>2,833,413</b>	<b>2,788,496</b>	<b>(44,917)</b>	<b>(1.6%)</b>
<b>NET COUNTY COST</b>	<b>2,821,185</b>	<b>2,833,413</b>	<b>2,788,496</b>	<b>(44,917)</b>	<b>(1.6%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

To avoid increases in the General Fund's share of the 2007 COP debt service payments, the General Services Director is working on a Countywide Space Consolidation Program to reduce facility-related costs and effectively use County-owned facilities. One of the goals of the program would include moving more non-General Fund units/divisions into the Government Center so that these non-General Fund work units/divisions can contribute towards future debt service payments.

**DEPARTMENTAL PURPOSE**

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

**FUNCTION AND RESPONSIBILITIES**

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

During the 2013-14 term, the Solano County Grand Jury published eleven reports in the areas of Public Safety, Human Resources, Fire Districts, Public Health, Education, and Animal Care Services. Six of the eleven reports pertained to Solano County operations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$8,857 or 7.8% in appropriations, when compared to the FY2013/14 Adopted Budget. The major increase in the FY2014/15 budget is as a result of an ordinance amendment to increase juror per diem rates from \$15 per meeting to \$20 per meeting and increased County Admin Overhead costs.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Charges For Services	185	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>185</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	85,306	101,431	98,403	(3,028)	(3.0%)
Other Charges	0	10,300	22,185	11,885	115.4%
Intra-Fund Transfers	1,174	1,250	1,250	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>86,480</b>	<b>112,981</b>	<b>121,838</b>	<b>8,857</b>	<b>7.8%</b>
<b>NET COUNTY COST</b>	<b>86,295</b>	<b>112,981</b>	<b>121,838</b>	<b>8,857</b>	<b>7.8%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The biggest challenge the Grand Jury faces is continuing funding for its operation. The rising cost of mileage reimbursement, which is set by the Internal Revenue Service, also impacts the budget if the total allocated funds remain static. On-going expenses in the form of per diem and mileage reimbursement for active jurors varies from year to year depending on where the

jurors are located and whether or not they choose to submit claims for their reimbursable expenses. This creates budget forecast challenges because the Grand Jury is selected after the recommended budget is completed. Additionally, the Grand Jury does not have the option to eliminate positions as a budget management tool. The Administrative Assistant occupies a part-time position and the work of the Grand Jury would not be able to move forward in an effective and efficient way without an Administrative Assistant.

**DEPARTMENTAL PURPOSE**

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

**FUNCTION AND RESPONSIBILITIES**

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

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.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$200,429 or 8.9% in appropriations and in the corresponding General Fund support when compared to FY2013/14 Adopted Budget. The change reflects a decrease in Net County Cost due to a reduction in current caseloads.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	41,535	0	0	0	0.0%
General Fund Contribution	1,691,229	2,247,367	2,046,938	(200,429)	(8.9%)
<b>TOTAL REVENUES</b>	<b>1,732,764</b>	<b>2,247,367</b>	<b>2,046,938</b>	<b>(200,429)</b>	<b>(8.9%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	79,616	75,760	150,217	74,457	98.3%
Services and Supplies	1,642,680	2,165,988	1,880,783	(285,205)	(13.2%)
Other Charges	10,467	5,619	15,938	10,319	183.6%
<b>TOTAL APPROPRIATIONS</b>	<b>1,732,764</b>	<b>2,247,367</b>	<b>2,046,938</b>	<b>(200,429)</b>	<b>(8.9%)</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



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

**DEPARTMENTAL PURPOSE**

This budget unit provides for the payment of County costs on 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 7,700 inmates. The District Attorney prosecutes crimes committed on the grounds of the facilities, while the County is also responsible for assuring 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 for payment by the County. The agreements also include the provision of investigative, psychological and transcription services in connection with the assigned case when required. Pursuant to California Penal Code Section 4750, these costs are, in turn, eligible for almost full reimbursement by the State. Countywide Administrative Overhead, interest expense and certain treatment costs covered under PC §2970 are not reimbursed by the State.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$24,516 or 9.7% in revenues and a decrease of \$16,108 or 6.6% in appropriations when compared to FY2013/14 Adopted Budget. Most expenditures in this budget unit are offset by State reimbursement. Additionally, the State does not reimburse the County on a timely basis, and thus some revenues anticipated for FY2013/14 may not be received until FY2014/15. The revenues included in the FY2014/15 budget reflect a level in line with the prior five years.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev State	212,059	253,439	228,923	(24,516)	(9.7%)
<b>TOTAL REVENUES</b>	<b>212,059</b>	<b>253,439</b>	<b>228,923</b>	<b>(24,516)</b>	<b>(9.7%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	208,062	239,569	225,400	(14,169)	(5.9%)
Other Charges	5,520	5,462	3,523	(1,939)	(35.5%)
<b>TOTAL APPROPRIATIONS</b>	<b>213,582</b>	<b>245,031</b>	<b>228,923</b>	<b>(16,108)</b>	<b>(6.6%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,523</b>	<b>(8,408)</b>	<b>0</b>	<b>8,408</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.

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

**Birgitta E. Corsello, County Administrator**

**Judicial**

**FUNCTION AND RESPONSIBILITIES**

In April 2011, the State enacted legislation intended to ease 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 ABX 1 17, took effect on October 1, 2011. Realignment is intended to reduce State prison overcrowding, save the State money and reduce recidivism by expanding local responsibility for custody and control of specified offenders and their treatment and rehabilitation.

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

To enable counties to plan for the implementation of Realignment, the State provided two separate “buckets” of one-time funds - \$450,000 for planning and/or technical assistance for the County’s CCP Executive Committee to develop the local Implementation Plan, and \$268,675 to cover County departments’ implementation start-up costs. This budget was created to track the expenditure of these one-time funds. Additionally this budget will be used to track ongoing general administration expenditures related to the actions of the County’s CCP.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decreases of \$110,009 or 38.7% in both revenues and appropriations when compared to the FY2013/14 Adopted Budget. The reductions are primarily the result of the proposed deletion of the 1.0 FTE Management Analyst Senior in the FY2014/15 Recommended Budget due to a reduction in State available funding in FY2014/15 and pending the final approval of a Statewide allocation for FY2014/15.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev State	108,269	284,211	174,202	(110,009)	(38.7%)
<b>TOTAL REVENUES</b>	<b>108,269</b>	<b>284,211</b>	<b>174,202</b>	<b>(110,009)</b>	<b>(38.7%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	0	140,110	0	(140,110)	(100.0%)
Services and Supplies	88,832	44,899	75,000	30,101	67.0%
Other Charges	4,938	99,202	99,202	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>93,770</b>	<b>284,211</b>	<b>174,202</b>	<b>(110,009)</b>	<b>(38.7%)</b>
<b>NET CHANGE</b>	<b>(14,500)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The State’s Proposed Budget does not include additional funds in FY2014/15 for planning and/or technical assistance for the County’s CCP Executive Committee to further develop the local Realignment Implementation Plan or to provide for additional start-up costs. Thus the FY2014/15 Recommended Budget includes the re-budget of estimated unspent FY2013/14 planning funds. The start-up costs were spent in FY2012/13.

The FY2014/15 Recommended Budget also includes \$94,202 which will be provided to the Superior Court of California County of Solano to fund the Court’s Collaborative Court Manager.

**SUMMARY OF POSITION CHANGES**

In the FY2014/15 Recommended Budget the County Administrator is requesting to delete 1.0 FTE Management Analyst Senior, funded by 2011 Public Safety Realignment due to reduced funding potentially available in FY2014/15 and consistent with County policy of not carrying unfunded positions in the allocation list.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Adjustments may have to be made to this budget in FY2014/15 based on actual figures at year-end and what the State's final budget provides in funding.

**FUNCTION AND RESPONSIBILITIES**

This budget was established as a “holding account” to track revenues from the City of Vallejo to the County, resulting from the FY2000/01 Southeast Vallejo Redevelopment Agreement between the County and the City of Vallejo.

This budget accounts for Southeast Vallejo Redevelopment Agreement settlement funds from the City of Vallejo and disburses funds to the Department of Resource Management-Public Works Division for eligible redevelopment projects.

**DEPARTMENTAL BUDGET SUMMARY**

All funds were distributed in FY2012/13. Therefore, there is no Recommended Budget for FY2014/15.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	6	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This Fund was originally established as a Special Revenue Fund to ensure that revenues received from the Nationwide Tobacco Master Settlement Agreement (MSA) were used to address health issues in the county. Initially, revenues were received directly under the MSA. In FY2002/03, the decision was made to securitize that revenue stream, eliminating the risks associated with such a structured settlement. Securitization proceeds could either be used for capital construction purposes, or distributed over time for general purposes through a process known as deallocation.

From FY2001/02 to FY2008/09, MSA income and deallocation monies generated by the securitization proceeds were received in Fund 020, Budget Unit (BU) 2000. From (BU 2000), monies were annually transferred to Fund 239, from which they were available solely for the pursuit of health-related objectives.

During that period, money from Fund 239 was used to offset State cutbacks to health programs, support activities under the MSA Strategic Plans for Reducing Rates and Health Access (Coalition), and provide support for local Community Clinics as approved annually by the Board of Supervisors. Such applications of securitization proceeds enabled the County to free up General Fund dollars for other countywide priorities.

In January 2008, the Board approved the use of MSA securitization proceeds as a means of financing the Twin Campus Projects in Vallejo and Fairfield and the William J. Carroll Government Center (WJCGC) in Vacaville. Board approval enabled the construction of a new public Health Laboratory, new Public Health Clinics in Vallejo and Fairfield, a dental clinic, new Mental Health facilities, and the WJCGC combined H&SS services center. The use of the funds for capital project investments ended the deallocation process and eliminated the annual revenue stream to Fund 020 and, thus, to Fund 239.

As part of the Board's continuing commitment during the three-year Strategic Plan period from FY2008/09 through FY2010/11, MSA money was backfilled with General Fund contributions (\$8.2 million). FY2010/11 marked the third and final year of both, the Strategic Plan and the Board's stated commitment to appropriate General Fund dollars for the ongoing support to the Coalition's activities.

A combination of General Fund funding from the General Expenditures budget (BU 1903) and the unspent balance of funding left in this budget (BU 2390) financed the Coalition's activities prior to FY2013/14.

**DEPARTMENTAL BUDGET SUMMARY**

In FY2012/13, the remaining balance in this fund was transferred to the Health & Social Services Department to partially fund Coalition activities. There is no Recommended Budget for this fund in FY2013/14 and for FY2014/15.

See related Budget Unit 9290 – Fund 390 Contingencies (refer to Contingencies section of the Budget).

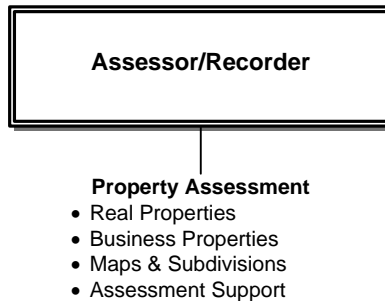
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	672	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>672</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
Other Financing Uses	125,943	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>125,943</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>125,272</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

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

Controller, other public agencies and to the public. In Solano County, the elected office of the County Assessor is combined with the County Recorder as a single countywide elected position.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	6,108,234
FY2014/15 Recommended:	6,600,121
County General Fund Contribution:	4,077,741
Percent County General Fund Supported:	61.8%
Total Employees (FTEs):	37

**FUNCTION AND RESPONSIBILITIES**

The County Assessor annually identifies, locates, inspects, analyzes and estimates the assessed value of approximately 142,000 parcels, 6,700 business properties, 7,000 boats, 1,200 manufactured homes, and 200 aircraft located in the county. Additionally, the County Assessor reviews approximately 25,000 parcels from recorded documents, with full or partial ownership changes, analyzes legal descriptions, and verifies accurate ownership; performs annually approximately 62 mandatory audits; 600 Possessory Interest properties, 122 government-owned properties, and 2,300 California Land Conservation (Williamson) Act properties; responds to written appeals from property owners contesting the taxable value of their property; receives; examines and processes applications from taxpayers requesting property tax exemptions (homeowners, disabled veterans and non-profits); maintains a complete set of assessment maps geographically identifying all real property within the county.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Continue to address the workload volume associated with the recovering real estate market. The close of property tax year ending June 30, 2013 saw approximately 22,655 properties removed from Proposition 8 status (29% decrease over prior year), which brings the estimated remaining properties on Prop 8 status to 55,495 (52,000 residential) whose values remain temporarily reduced due to the decline of the real estate market. Proposition 8 requires the Assessor to value property at the lesser of market value or factored base year value, also known as Proposition 13 value.
- Continued success using the automated valuation model (AVM) software program to assist in the review of 115,000 residential properties for adjustments to current assessed values.
- Implemented two additional automated valuation software modules to assist appraisal staff with the valuation of 63,000 residential properties (not on Proposition 8 status) and to address residential assessment appeals.
- Addressed 1,000 Proposition 8 review requests on all types of properties, both new and second reviews.
- Completed 14,000 changes in ownership and new construction valuations, and 565 assessment appeals settled.
- For the property tax year ending June 30, 2013 reassessments, review requests, assessment appeals and valuation

workloads exceeded the capacity of existing staff and automation resources and resulted in delays of Proposition 8 reviews of non-residential property types, i.e., commercial/industrial/agricultural/vacant land and were addressed in FY2013/14.

**WORKLOAD INDICATORS**

- Perform annual reviews of 115,000 residential parcels and approximately 4,000 non-residential property types for Proposition 8 valuation purposes.
- Process an estimated 1,000 Proposition 8 review requests comprised of new and second reviews on all types of property.
- Perform 14,000 changes in ownership and new construction reassessments and valuations.
- Anticipate residential assessment appeal filings to be two or three times the pre 2007 normal average of 100 for the FY2014/15 period as market values continue to recover. FY2013/14 saw 280 residential appeals filed.
- Review, analyze and defend enrolled assessed values of 588 residential and non-residential properties under appeal for FY2013/14 by property owners. This represents a decrease of 4.0% from 612 appeals filed for FY2012/13, but remains 300% higher than the norm that existed prior to the collapse of the real estate market in 2007.
- Continued high volume of customer inquiries due to increases in market values as the real estate market recovers.
- Review and process 6,500 business property statements to determine unsecured assessments; assess 7,000 boats and 200 aircraft and conduct approximately 62 required business audits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
PROPERTY ASSESSMENT	2,618,671	2,533,245	2,522,380	(10,865)	(0.4) %
<b>TOTAL REVENUES</b>	<b>2,618,671</b>	<b>2,533,245</b>	<b>2,522,380</b>	<b>(10,865)</b>	<b>(0.4) %</b>
<b>APPROPRIATIONS</b>					
PROPERTY ASSESSMENT	5,670,471	6,445,489	6,600,121	154,632	2.4 %
<b>TOTAL APPROPRIATIONS</b>	<b>5,670,471</b>	<b>6,445,489</b>	<b>6,600,121</b>	<b>154,632</b>	<b>2.4 %</b>
<b>NET COUNTY COST</b>					
PROPERTY ASSESSMENT	3,051,800	3,912,244	4,077,741	165,497	4.2 %
<b>NET COUNTY COST</b>	<b>3,051,800</b>	<b>3,912,244</b>	<b>4,077,741</b>	<b>165,497</b>	<b>4.2 %</b>
<b>STAFFING</b>					
PROPERTY ASSESSMENT	35	35	37	2	5.7 %
<b>TOTAL STAFFING</b>	<b>35</b>	<b>35</b>	<b>37</b>	<b>2</b>	<b>5.7 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$10,865 or 0.4% in revenues and an increase of \$154,632 or 2.4% in appropriations when compared to FY2013/14 Adopted Budget. As a result the Net County Cost is increased by \$165,497 or 4.2%.

The primary funding source for the Department is Assessment and Tax Collection Fees of \$2,215,340, which are estimated to decrease \$90,365 or 3.9% from the prior year adopted budget. These revenues are comprised of the Department’s proportional share of property tax administration fees charged to cities and agencies (excluding schools) for the administration of property tax assessment, collection and allocation.

Another revenue source for the Department is SB813 Collection Fees, which represents the Assessor's share of 5% of supplemental tax billing receipts for the administration of the supplemental tax process. This revenue is shared with the Tax

Marc Tonnesen, Assessor/Recorder  
Finance

Collector and the Auditor-Controller. The anticipated revenue is expected to remain \$149,040, anticipating little change in supplemental tax billings for FY2014/15.

Significant changes in the cost categories are:

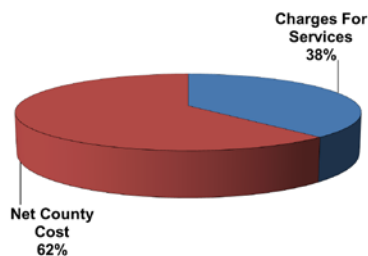
- Salaries and Employee Benefits costs of \$4,063,994 are projected to increase by \$259,337 or 6.8%. This is the net result of adding 1.0 FTE Auditor/Appraiser (Limited Term) and 1.0 FTE Cadastral Mapping Technician II (approved in FY2013/14) to address the current workload, increases of \$51,048 in retirement costs, \$20,556 in FICA, and \$35,921 in health insurance costs, which are partially offset by a \$86,000 reduction in extra help.
- Services and Supplies reflect a net decrease of \$133,299 or 5.6%. The primary driver of the decrease is a \$132,940 reduction in the Department's share of Solano County Integrated Property System (SCIPS) charges, \$12,095 Central Data Processing Service charges and \$22,000 in Controlled Assets. This is partially offset by the \$68,000 increase in Software Maintenance and Support for the first year maintenance on the fully installed automation valuation modules for residential properties.
- Contracted Services are projected to decrease by \$69,000 to \$576,000. Contracted Services are used by the Department to augment staff to meet its needs for specialized skills or short-term needs. These funds are also used to address the "at risk" assessed value exposure through assessment appeals. For FY2014/15, the following contracted services are proposed:
  - \$124,500 for mineral rights appraisals and appeals defense.
  - \$451,500 for consulting services to assist with assessment appeals defense.

**DEPARTMENT COMMENTS**

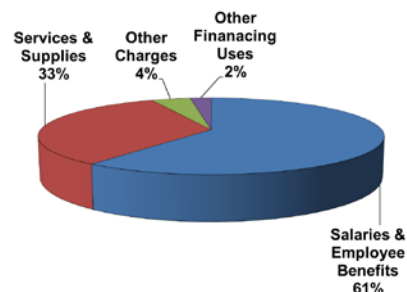
The declining number of properties on Proposition 8 status as of July 2013 affirms that the real estate market has started to rebound. While this news is welcomed, the rebound and recovery of the real estate market impacts the assessor workload greatly. Some areas of anticipated workload increases will be in, assessment appeal applications, customer inquiries and education efforts, valuation review requests, mapping support, inquiry support for potential new businesses locating in the county and new developments, including residential and commercial new construction.

To address the property market rebound and associated workload, the Department continues to use automated assessment tools and has increased staffing allocations in two critical areas – 1.0 FTE Auditor/Appraiser (Limited Term) and 1.0 FTE Cadastral Mapping Technician II. The Auditor/Appraiser will help mitigate the expected increase in taxable business and personal property assessments in the county. The Cadastral Mapping Technical II will be tasked with processing the anticipated increase in parcel and subdivision map recordings as the building industry rebounds to more normal activity levels.

**SOURCE OF FUNDS**



**USE OF FUNDS**





DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Charges For Services	2,618,671	2,533,245	2,522,380	(10,865)	(0.4%)
<b>TOTAL REVENUES</b>	<b>2,618,671</b>	<b>2,533,245</b>	<b>2,522,380</b>	<b>(10,865)</b>	<b>(0.4%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	3,504,545	3,804,657	4,063,994	259,337	6.8%
Services and Supplies	1,831,030	2,361,033	2,227,734	(133,299)	(5.6%)
Other Charges	252,928	258,418	288,759	30,341	11.7%
F/A - INTANGIBLES	82,500	0	0	0	0.0%
Other Financing Uses	134,622	144,201	155,481	11,280	7.8%
Intra-Fund Transfers	(135,155)	(122,820)	(135,847)	(13,027)	10.6%
<b>TOTAL APPROPRIATIONS</b>	<b>5,670,471</b>	<b>6,445,489</b>	<b>6,600,121</b>	<b>154,632</b>	<b>2.4%</b>
<b>NET COUNTY COST</b>	<b>3,051,800</b>	<b>3,912,244</b>	<b>4,077,741</b>	<b>165,497</b>	<b>4.2%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

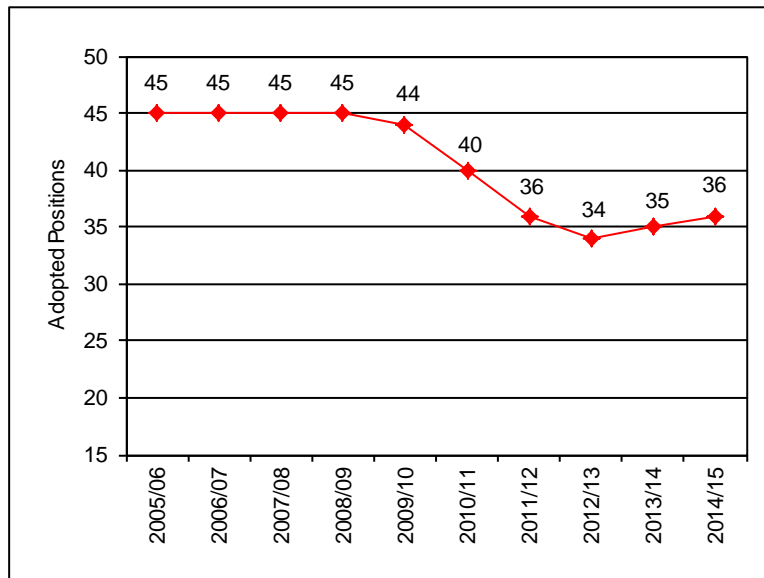
The Assessor's share of property tax administration fees were first recognized in the departmental budget in FY2011/12. This change in administrative policy aligns revenues in the same budget unit where the expenditures are incurred. Property tax administration fees are charged to cities and agencies to reimburse the County Assessor, Tax Collector, and Auditor for their costs related to the administration of property tax assessment, collection and allocation. The projected revenues from property tax administration fees represent the 52% recoverable costs of property tax administration. The portion of the property tax administration costs that is not recovered is attributed to the General Fund at 23% and the school districts at 25%. School districts are exempted by law from paying property tax administration fees. The reallocation of property tax revenues as a result of the dissolution of the redevelopment agencies has resulted in an anticipated significant decrease for FY2014/15 in the recoverable portion of the property tax administration fee because a larger portion of the former redevelopment revenues now are apportioned to schools.

**SUMMARY OF POSITION CHANGES**

Changes in the Department's position allocations since the FY2013/14 Adopted Budget Include:

- In September 2013, added 1.0 FTE Limited Term Auditor/Appraiser, effective through June 30, 2015.
- In February 2014, added an unfunded 1.0 FTE Cadastral Mapping Technician to facilitate recruitment in order for the position to be effective on July 1, 2014. The position is fully funded in the FY2014/15 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**

**1150 – Fund 001-Assessor/Recorder  
 Marc Tonnesen, Assessor/Recorder  
 Finance**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
2909 RECORDER	1,882,050	1,736,600	1,570,200	(166,400)	(9.6%)
4000 RECORDER SPECIAL REVENUE	871,520	796,000	780,000	(16,000)	(2.0%)
<b>APPROPRIATIONS</b>					
2909 RECORDER	1,578,364	1,589,836	1,637,289	47,453	3.0%
4000 RECORDER SPECIAL REVENUE	468,934	900,518	612,564	(287,954)	(32.0%)
<b>NET CHANGE</b>					
2909 RECORDER	303,686	146,764	(67,089)	(213,853)	(145.7%)
4000 RECORDER SPECIAL REVENUE	402,586	(104,518)	167,436	271,954	(260.2%)

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 Codes and County Codes. In Solano County, the elected office of the County Recorder is combined with the County Assessor as a single countywide elected position.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	1,558,497
FY2014/15 Recommended:	1,637,289
County General Fund Contribution:	67,089
Percent County General Fund Supported:	4.1%
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 general public.
- The Indexing/Verifying Unit indexes all land title and vital records to create a searchable database so all records are easily retrievable. To ensure accuracy of the recorded documents index, every document is quality-control checked by the unit's staff.
- The Scanning Unit images all records, filed and registered, that are accepted by the Recorder's Office. To ensure accuracy and reproducibility, every document is quality-control checked by the unit's staff. In addition, microfilm copies of records are produced for archival storage in compliance with law.
- The Vital Records Unit, by statute, provides search, retrieval and certified record services where the public can obtain legal copies of birth, death and marriage documents.

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

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

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The Recorder's Office indirectly supports health and public safety programs by collecting revenues on their behalf. In 2013, the Recorder's Office collected \$10,500 for the State of California's Family Law Trust Fund, \$36,000 for the County's Office of Family Violence Prevention and \$79,200 for the County's Children's Trust, which funds child neglect and abuse

prevention and intervention programs. Also collected was \$333,000 for the Trial Court Fund to help State court operating costs and \$209,000 for the District Attorney's Real Estate Fraud Prosecution Fund.

- On January 1, 2014, the Recorder's office aided the District Attorney in expanding the Real Estate Fraud Prosecution Fund. Pursuant to Government Code 27388, State Bill 1342 the County Board approved the District Attorney's increase of the Real Estate Fraud Fee from \$3 to \$10. Also, the types of documents the fee applied to grew from 18 to 56. For this the Recorder's Office must examine each document to determine qualification and distribute the fee to the District Attorney's office.
- In 2007, the Governor signed into law Assembly Bill 1168 which requires county recorders to establish a Social Security number truncation program. Under the program any Social Security number contained in the public record dating back to January 1, 1980 was to be truncated by redacting the first five digits of the number. In 2013 a total of 3,438 Social Security Numbers were redacted from current official documents. The project to truncate Social Security Numbers from all required historical recorded documents was completed on August 1, 2012.
- The Recorder's Office, recognizing a need in public services and in keeping with current technology trends, has implemented a point-of-sale system that accepts cash, check, credit card and debit charges. This has enabled the Recorder's Office to obtain more reliable payment methods and provide easier payment options and transactions to the public.

**WORKLOAD INDICATORS**

- In 2013, the Department examined, recorded, indexed, and mailed back to customers over 135,085 documents.
- In the same period approximately 17,960 official birth, death, and marriage certificates were issued as well as over 6,500 certified copies of official records.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$166,400 or 9.6% in revenues and an increase of \$47,453 or 3.0% in appropriations when compared to FY2013/14 Adopted Budget. As a result, the Net County Cost is increased by \$67,089.

The primary funding source for the Recorder's Office is Recording Fees of \$1,250,000 for the recording of official documents. For FY2014/15, the Recorder's Office estimates a decrease of \$250,000 over the previous fiscal year due to an unanticipated decrease in the number of documents recorded. Photo/Microfiche Copy fees, which are charged for the issuance of official records and vital statistics such as marriage and birth certificates, are estimated to increase by \$90,000 to \$300,000.

Salaries and Benefits of \$1,127,964 reflect an increase of \$19,966 or 1.8% due to increases in retirement and health care costs and salary adjustments, partially offset by a \$35,000 reduction in Extra Help. A portion of the salaries and benefits for the Department Head, Assistant Department Head and Office Coordinator are reflected as an intra-fund transfer of \$167,847.

Services and Supplies are anticipated to decrease \$16,785 or 10.3% led primarily by allocating Solano County Integrated Property System (SCIPS) costs to the Recorders Special Revenue Fund and a decrease in Central Data Processing Services charges.

Other Charges increased \$40,032 or 82.6% due to increases in the Countywide Administration Overhead.

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

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Charges For Services	1,857,807	1,710,000	1,550,000	(160,000)	(9.4%)
Misc Revenue	<u>24,242</u>	<u>26,600</u>	<u>20,200</u>	<u>(6,400)</u>	<u>(24.1%)</u>
<b>TOTAL REVENUES</b>	<b>1,882,050</b>	<b>1,736,600</b>	<b>1,570,200</b>	<b>(166,400)</b>	<b>(9.6%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	1,144,983	1,107,998	1,127,964	19,966	1.8%
Services and Supplies	138,931	162,212	145,427	(16,785)	(10.3%)
Other Charges	34,397	48,449	88,481	40,032	82.6%
Other Financing Uses	41,878	40,843	42,028	1,185	2.9%
Intra-Fund Transfers	<u>218,175</u>	<u>230,334</u>	<u>233,389</u>	<u>3,055</u>	<u>1.3%</u>
<b>TOTAL APPROPRIATIONS</b>	<b>1,578,364</b>	<b>1,589,836</b>	<b>1,637,289</b>	<b>47,453</b>	<b>3.0%</b>
<b>NET COUNTY COST</b>	<b>(303,686)</b>	<b>(146,764)</b>	<b>67,089</b>	<b>213,853</b>	<b>(145.7%)</b>
<b>STAFFING</b>					
RECORDER	<u>14</u>	<u>13</u>	<u>13</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL STAFFING</b>	<b>14</b>	<b>13</b>	<b>13</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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 and Social Security Number (SSN) Truncation Program funds. Under the authority of Government Codes 27361.4, 27361(c) and 27361(d) these funds allow for public reporting and provide the appropriate safeguards for taxpayer investments. Each fund’s budget unit and use is described below.

- BU 4001: The **Micrographics** fund defrays the cost of converting the Recorder’s document storage system to micrographics. These funds are used only for the process of converting images to microfilm for archival purposes. Government Code 27361.4
- BU 4002: The **Modernization** fund is available solely to support, maintain, improve and provide for the full operation for modernized creation, retention and retrieval of information in the Recorder’s system for recorded documents. Examples in the use of this fund is to enhance and maintain the document management system, upgrade computers used by staff and the general public, and for the purpose of training staff on the system. Government Code 27361 (c)
- BU 4003: The **SSN Truncation Program** fund is used for the creation and maintenance of the Recorder’s SSN Truncation Program. This program protects Solano County citizens and the public from identity theft. Funds from this program are strictly dedicated to create and maintain a dual records system, containing two separate yet similar data bases, one for “Official Records” which contain Social Security Numbers but are exempt from the Public Records Act (except pursuant to a subpoena or Court order), and the other for “Public Records” that are an exact copy of the “Official Records” except for a truncated Social Security number. Government Code 27361 (d)
- BU 4004: The **Recorder Fraud Admin (DA)** fund will be used in the administration of the Real Estate Fraud Prosecution Trust Fund. Pursuant to Government Code 27388 and Senate Bill 1342, the Board of Supervisors approved on January 1, 2014 increasing the fee on the recording of real estate documents from \$3 to \$10 to fund the investigation and prosecution of real estate fraud by the District Attorney. Establishing this Real Estate Fraud Fee also expanded the type of documents for which the fee applies. The Recorder’s Office must examine and qualify each official document to determine the fee’s application. The Recorder’s Office must also update recording systems to ensure the collection and distribution of the fee, for which the Recorder receives 10% of the Real Estate Fraud Fee for its costs incurred in collecting the fee. The Real Estate Fraud Fee increase sunsets on December 21, 2015.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	47,394	46,000	34,000	(12,000)	(26.1%)
Charges For Services	824,126	750,000	746,000	(4,000)	(0.5%)
<b>TOTAL REVENUES</b>	<b>871,520</b>	<b>796,000</b>	<b>780,000</b>	<b>(16,000)</b>	<b>(2.0%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	252,415	678,421	391,250	(287,171)	(42.3%)
Other Charges	12,638	18,216	18,216	0	0.0%
Other Financing Uses	203,881	203,881	203,098	(783)	(0.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>468,934</b>	<b>900,518</b>	<b>612,564</b>	<b>(287,954)</b>	<b>(32.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(402,586)</b>	<b>104,518</b>	<b>(167,436)</b>	<b>(271,954)</b>	<b>(260.2%)</b>

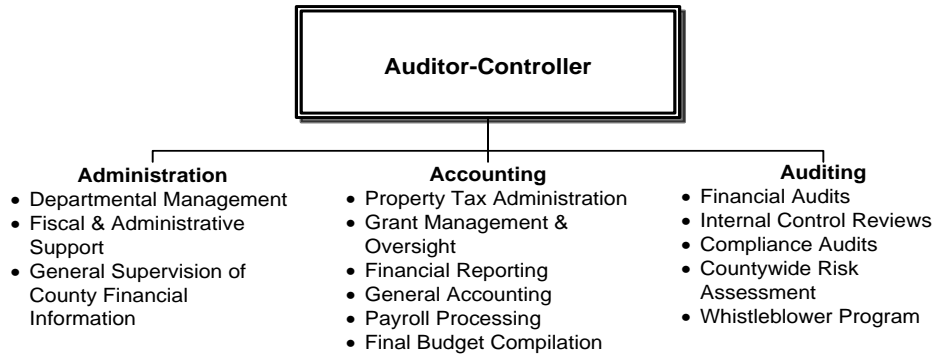
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Due to estimated decreases in the number of documents to be recorded, Recording Fees of \$542,000 are projected to decrease by \$53,000 or 8.9%. These fees are split between two programs: \$435,000 for Modernization (BU 4002) and \$107,000 for Social Security Number Truncation (BU4003). Automation-Micrographics Fees (BU 4001) of \$129,000 are projected to decrease \$26,000 or 16.8%. This partially offset by the addition of the new special revenue fund for Real Estate Fraud (BU 4002), which estimated to generate \$75,000 in Administration Service Fees.
- Interest revenue garnered from these funds is expected to decrease by \$12,000 or 26.1%.

- Service and Supplies are projected to decrease \$287,171 or 42.3% which is primarily the result of a change in account reporting on the contract for PFA, Inc. for the conversion of existing microfilm to a searchable digital format and decreases of \$10,000 in Controlled Assets due to the decreased number of computers requiring replacement this fiscal year offset by the transition of \$10,000 in SCIPS costs to the Modernization Fund and \$13,500 increase in Software Maintenance and Support for the maintenance agreement for the Social Security Number truncation program.

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





**DEPARTMENTAL PURPOSE**

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

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	4,322,885
FY2014/15 Recommended:	4,474,620
County General Fund Contribution:	560,222
Percent County General Fund Supported:	12.5%
Total Employees (FTEs):	33

**FUNCTION AND RESPONSIBILITIES**

The Auditor-Controller exercises general supervision of the financial information and accounts of all departments, districts and agencies under the control of the Board of Supervisors. The Auditor-Controller exercises this authority through its Administrative, Accounting and Auditing functions. The Auditor-Controller develops and enforces accounting policies and procedures; enforces budgetary controls and other administrative policies; ensures financial reporting in accordance with County policies, State and Federal laws, and Governmental Accounting Standards; processes payroll and related transactions for over 2,700 employees; manages the debt service funds for all long-term debt of the County; manages the Countywide Financial Information System, the PeopleSoft System (for payroll-related functions) and IntelliTime countywide time keeping system; administers the property tax apportionment system of the County; monitors all Federal and State assistance; prepares the Countywide Cost Allocation Plan; performs audits, internal control reviews; administers the County’s Whistleblower Program and promotes internal controls.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Continue to implement IntelliTime, a countywide time and attendance system, to increase accountability, improve accuracy and efficiency in managing employee leave and time reporting. In FY2013/14 brought several additional departments online. The rules by bargaining unit are incorporated into this system, thereby improving consistency and accuracy in time reporting.
- Completed the centralization within the Auditor-Controller’s Office of the State Disability Integration (SDI) process. During FY2013/14, the Auditor-Controller’s Office centralized the final department, the Sheriff’s Department. As a result, all SDI integration calculations are now handled in the Auditor-Controller’s Office. This process will improve the timeliness and efficiency of integrating employee’s State disability benefits with the County’s leave program.
- In December 2011, the State Supreme Court validated the legality of ABX1 26 allowing the State to dissolve Redevelopment Agencies (RDA). As a result, the Auditor-Controller became the fiscal agent to oversee the dissolution of these RDAs. The legislation imposed additional accounting and reporting requirements on the Auditor-Controller for the administration of the Redevelopment Property Tax Trust Fund for 18 redevelopment projects. The Auditor-Controller continues to administer the winding down of the Redevelopment Successor Agencies’ affairs.
- Recipient of two awards for excellence in financial reporting from the Government Finance Officers Association and the State Controller’s Office. Continues to receive unqualified (clean) audit opinions on the County’s Comprehensive Annual

Financial Report.

**WORKLOAD INDICATORS**

During FY2012/13, the Department:

- Processed over 76,000 vendor claims, deposit permits, journal entries, encumbrance adjustments, appropriation transfers, and wire/electronic fund transfers in the financial system.
- Processed over 90,000 payroll advices (electronic checks), payroll and benefit adjustments, direct deposit changes, tax withholding changes, garnishments, disability integration adjustments, provider payments, accrued leave payoffs, and COBRA payments.
- Administered over 1,000 tax rate areas generating over \$473 million in property taxes, which were calculated, allocated and paid to 75 taxing entities. Administered over 210,000 special assessments levied by cities, agencies and special districts totaling \$59 million. Researched, calculated, and issued over 7,500 property tax refunds.
- Employed over 4,800 hours to perform financial/compliance audits, process reviews, and reviews of internal controls. The audit hours were allocated as follow:
  - 752 hours assigned to Health & Social Services
  - 758 hours assigned to Mandated Financial Audits
  - 1,479 hours assigned to Special District and Other Financial Audits
  - 1,879 hours assigned to Countywide Reviews and Other Activities

During FY2013/14 Department staff spent a significant amount of staff resources on the following projects:

- 3,000 hours on the IntelliTime Reporting Project
- 2,550 hours on Redevelopment Dissolution Act (ABX1 26)

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
ACO-ADMINISTRATION	524,686	842,928	742,034	(100,894)	(12.0) %
ACO-ACCOUNTING	2,444,981	2,389,242	2,631,170	241,928	10.1 %
ACO-AUDITING	420,450	529,678	541,194	11,516	2.2 %
<b>TOTAL REVENUES</b>	<b>3,390,117</b>	<b>3,761,848</b>	<b>3,914,398</b>	<b>152,550</b>	<b>4.1 %</b>
<b>APPROPRIATIONS</b>					
ACO-ADMINISTRATION	741,067	835,006	885,412	50,406	6.0 %
ACO-ACCOUNTING	2,673,828	2,894,227	3,108,026	213,799	7.4 %
ACO-AUDITING	398,574	515,849	481,182	(34,667)	(6.7) %
<b>TOTAL APPROPRIATIONS</b>	<b>3,813,469</b>	<b>4,245,082</b>	<b>4,474,620</b>	<b>229,538</b>	<b>5.4 %</b>
<b>NET COUNTY COST</b>					
ACO-ADMINISTRATION	216,381	(7,922)	143,378	151,300	(1909.9) %
ACO-ACCOUNTING	228,847	504,985	476,856	(28,129)	(5.6) %
ACO-AUDITING	(21,877)	(13,829)	(60,012)	(46,183)	334.0 %
<b>NET COUNTY COST</b>	<b>423,351</b>	<b>483,234</b>	<b>560,222</b>	<b>76,988</b>	<b>15.9 %</b>

**Functional Area Summary**

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

<b>STAFFING</b>					
ACO-ADMINISTRATION	3	3	3	0	0.0 %
ACO-ACCOUNTING	23	25	25	0	0.0 %
ACO-AUDITING	5	5	5	0	0.0 %
<b>TOTAL STAFFING</b>	<b>31</b>	<b>33</b>	<b>33</b>	<b>0</b>	<b>0.0 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall increase of \$152,550 or 4.1% in revenues and an increase of \$229,538 or 5.4% in appropriations when compared to FY2013/14 Adopted Budget. As a result, the Net County Cost increased \$76,988 or 15.9% from FY2013/14 Adopted Budget.

The primary funding sources for the Auditor-Controller’s Office are as follows:

- County administrative overhead (A87) revenues of \$2,253,327 reflect an increase of \$113,256 from prior year. A87 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 \$600,000 reflect a projected increase of \$35,000 or 6.2% from prior year. These revenues are for financial and accounting services provided to other funds, taxing entities and special districts and include the Property Tax Administration Fees (PTAF) charged to the local taxing entities. The increase is in PTAF as a result of the shift of resources back to property tax administration as the dissolution of the redevelopment agencies has stabilized since the dissolution became effective in 2012. The Auditor-Controller recovers direct costs related to the RDA dissolution from the successor agencies of the former Redevelopment Agencies rather than through PTAF. See related decrease in Other Charges for Services revenues below.
- Auditing and accounting fees of \$398,400 reflect a projected decrease of \$1,910. These are fees for services to special districts and other governmental agencies.
- Other Charges for Services revenues of \$280,641 reflect a projected decrease of \$75,659 or 21.2%. The decrease is due to an anticipated decrease in the administrative time charged to the successor agencies for administrative support costs. This is the third year of the RDA dissolution and the administrative requirements have been established and additional reporting requirements are not expected.
- Revenues from Inter-fund Services of \$301,707 reflect a projected increase of \$70,116 or 23.2%. These are revenues from non-General Fund departments, such as Health and Social Services, First 5 Solano, Sheriff, Public Facilities Fees and East Vallejo Fire Protection District, for accounting and auditing services.

The primary costs for the Auditor-Controller’s Office are salary and benefits and central data processing (CDP) charges.

Appropriations for Salaries and Benefits for FY2014/15 total \$3,797,412, a net increase of \$249,132 or 7.0% from the FY2013/14 Adopted Budget. The net increase is the result of the following:

- Salaries/Wages are expected to increase by \$94,887 primarily due to approved salary increases and the annualized cost of approved positions.
- Health insurance costs are projected to increase by \$73,092 due to increases in health insurance rates and changes in employee coverage levels.
- Increase of \$37,465 in retirement costs due to an increase in the contribution rate.

Appropriations for Services and Supplies of \$609,940 increased by \$5,888 or 1.0% primarily due to increases in data processing charges. Data processing and Solano County Integrated Property System (SCIPS) charges of \$196,655 and \$203,592, respectively, are expected to increase by a net \$10,067 or 2.6% over prior year. The rates are determined by the Department of Information Technology (DoIT) based on departmental costs to provide, maintain and support computer hardware, software and systems for the IFAS, PeopleSoft (key central automated systems) and SCIPS.

Other Financing Uses increased \$2,211 due to an increase in POB charges.

Intrafund Transfers increased by \$27,131 primarily due to a projected increase in Accounting and Audit Services of \$174,119, which reflects a projected increase of \$19,199 or 12.4%. These charges are to the Treasury for accounting and financial services. The increase is primarily due to an increase in the rates due to increase in salary and benefit costs.

The Recommended Budget also includes contract services (Accounting and Financial Services) totaling \$114,307, of which \$105,807 is for Macias, Gini, O'Connell, LLP, an independent CPA firm, to perform the countywide audit of the County's Comprehensive Annual Financial Report and Single Audit; \$2,000 to Romeo Blanquera, CPA for the TDA Audit, and \$6,500 to Wells Fargo Bank for direct deposit services.

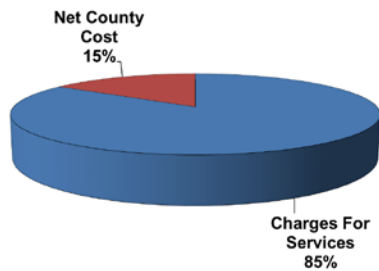
**DEPARTMENT COMMENTS**

The Auditor-Controller performs countywide functions and oversees the County budget, which is over \$917 million. The Department continues to work with the DoIT to complete the implementation of countywide technology solutions to improve efficiency and provide countywide automated solutions to current manual processes as follows:

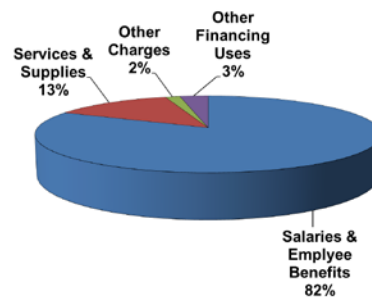
- IntelliTime System automates the leave request and time sheet reporting process while incorporating the Memorandum of Understanding rules of the numerous bargaining units.
- Countywide upgrade of the Integrated Fund Accounting Solution (IFAS) to the IFAS ONE Solution system will provide additional reporting functionality as well as to maintain current with the latest technology.

The dissolution of RDAs will continue to require staff resources to ensure compliance with the applicable laws and reporting requirements and due to the complexities of each RDA successor agency.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

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

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev State	10,745	8,170	9,917	1,747	21.4%
Charges For Services	3,378,555	3,753,678	3,904,481	150,803	4.0%
Misc Revenue	817	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>3,390,117</b>	<b>3,761,848</b>	<b>3,914,398</b>	<b>152,550</b>	<b>4.1%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	3,173,583	3,548,280	3,797,412	249,132	7.0%
Services and Supplies	573,358	604,052	609,940	5,888	1.0%
Other Charges	72,131	75,148	74,586	(562)	(0.7%)
Other Financing Uses	124,352	141,524	143,735	2,211	1.6%
Intra-Fund Transfers	(129,956)	(123,922)	(151,053)	(27,131)	21.9%
<b>TOTAL APPROPRIATIONS</b>	<b>3,813,468</b>	<b>4,245,082</b>	<b>4,474,620</b>	<b>229,538</b>	<b>5.4%</b>
<b>NET COUNTY COST</b>	<b>423,351</b>	<b>483,234</b>	<b>560,222</b>	<b>76,988</b>	<b>15.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

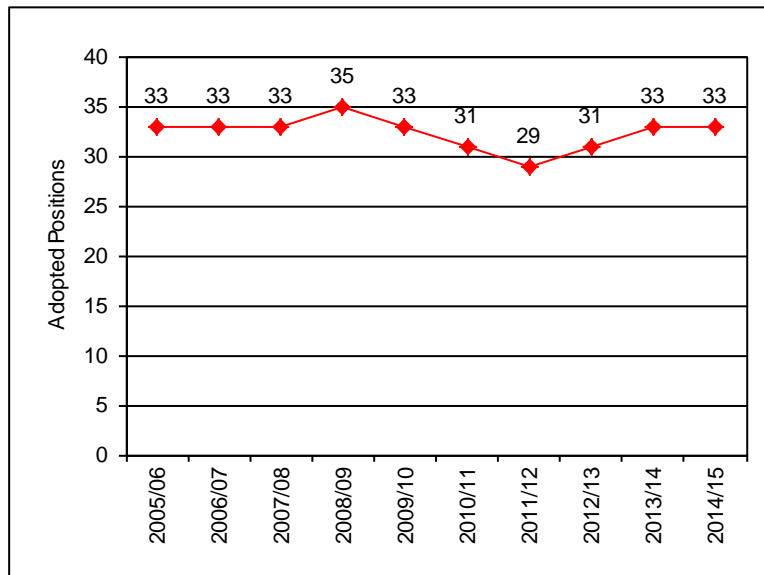
None.

**SUMMARY OF POSITION CHANGES**

Changes in the Auditor-Controller’s position allocation from the FY2013/14 Adopted Budget are provided below:

- Deleted 1.0 vacant FTE Accounting Clerk II (Confidential) in the Payroll Division and added 1.0 FTE Accounting Supervisor in the General Accounting Division as part of the Third Quarter Report. The Accounting Supervisor is addressing the increased workload in the Department that results from daily questions surrounding transaction processing, and provides direction and oversight to County departments and their fiscal staff.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Department is anticipating a retirement during FY2014/15. The expected accrued leave payoff for this retirement is estimated at \$30,000. This payoff is not reflected in the Department’s budget due to the uncertainty and timing of the retirement.

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1101 GENERAL REVENUE	142,406,841	133,051,000	141,025,287	7,974,287	6.0%
8006 PENSION DEBT SERVICE	10,855,953	26,027,756	23,436,837	(2,590,919)	(10.0%)
8032 2002 CERTIFICATES OF PARTICIPA	3,138,072	-	-	-	0.0%
8034 HSS ADMIN/REFINANCE SPHF	2,517,620	2,515,764	2,518,111	2,347	0.1%
8036 2013 COP ANIMAL CARE PROJECT	-	462,183	462,253	70	0.0%
8037 2007 CERTIFICATES OF PARTICIPA	7,612,326	7,907,193	7,909,580	2,387	0.0%
<b>APPROPRIATIONS</b>					
1101 GENERAL REVENUE	470,852	410,000	485,000	75,000	18.3%
8006 PENSION DEBT SERVICE	12,225,186	10,951,830	9,276,681	(1,675,149)	(15.3%)
8032 2002 CERTIFICATES OF PARTICIPA	3,138,070	-	-	-	0.0%
8034 HSS ADMIN/REFINANCE SPHF	2,517,540	2,515,823	2,518,111	2,288	0.1%
8036 2013 COP ANIMAL CARE PROJECT	-	462,183	474,340	12,157	2.6%
8037 2007 CERTIFICATES OF PARTICIPA	4,812,131	7,910,996	7,909,580	(1,416)	(0.0%)
<b>NET CHANGE</b>					
1101 GENERAL REVENUE	141,935,989	132,641,000	140,540,287	7,899,287	6.0%
8006 PENSION DEBT SERVICE	(1,369,233)	15,075,926	14,160,156	(915,770)	(6.1%)
8032 2002 CERTIFICATES OF PARTICIPA	2	-	-	-	0.0%
8034 HSS ADMIN/REFINANCE SPHF	79	(59)	-	59	(100.0%)
8036 2013 COP ANIMAL CARE PROJECT	-	-	(12,087)	(12,087)	0.0%
8037 2007 CERTIFICATES OF PARTICIPA	2,800,195	(3,803)	-	3,803	(100.0%)

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

**FUNCTION AND RESPONSIBILITIES**

The General Revenue budget accounts for revenues not attributable to a specific County service or department. These revenues are available to support the County’s general-purpose appropriations in accordance with the Board’s priorities. The types of revenues included are property tax, property transfer tax, sales tax, property tax in-lieu of vehicle license fees, interest earnings, redevelopment revenues and disposal fees.

**DEPARTMENTAL BUDGET SUMMARY**

Budgeted appropriations of \$485,000 reflect a net increase of \$75,000 or 18.3% over FY2013/14 Adopted Budget. The increase is primarily due to an anticipated increase in property tax refunds based on current trends.

Budgeted revenues of \$141,025,287 reflect a net increase of \$7,974,287 or 6% from FY2013/14 Adopted Budget. Significant changes to the revenues include:

Increases of:

- \$4,128,105 in Current Secured Property Taxes due to an estimated increase of 2% in assessed values from the FY2013/14 corrected assessment roll.
- \$270,000 in Current Unsecured Property Taxes due to an increase in business property values from the wind farms.
- \$750,000 increase in Supplemental Taxes due to an increase in supplemental billings as the current real estate market recovers from the economic downturn over the past several years.
- \$100,000 in Sales & Use Tax and \$100,000 in Sales & Use Tax In Lieu due to the improving economy.
- \$705,000 in ABX1 26 Residual Taxes due to an estimated increase of 2% in assessed values.
- \$3,143,182 in Property Tax in Lieu revenues due to an estimated increase of 2% in assessed values.
- \$100,000 in Interest Income due to expected increase in cash flow of the General Fund.
- \$1,180,000 in Disposal Fees due to an expected increase in the rate and tonnages at both landfills as the economy improves.

Decreases:

- \$680,000 in ABX1 26 Pass-Through revenue due to an overestimate of the FY2013/14 Adopted Budget.
- \$2.0 million decrease in Excess Tax Losses Reserve due to an anticipated decrease in collections from penalties and interest.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Taxes	128,022,579	119,471,000	128,273,287	8,802,287	7.4%
Licenses, Permits & Franchise	513,066	510,000	515,000	5,000	1.0%
Revenue From Use of Money/Prop	724,605	402,000	502,000	100,000	24.9%
Intergovernmental Rev State	1,577,195	1,513,000	1,460,000	(53,000)	(3.5%)
Charges For Services	3,966,350	3,095,000	4,225,000	1,130,000	36.5%
Misc Revenue	7,302,848	8,060,000	6,050,000	(2,010,000)	(24.9%)
Other Financing Sources	300,197	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>142,406,841</b>	<b>133,051,000</b>	<b>141,025,287</b>	<b>7,974,287</b>	<b>6.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	31,116	50,000	35,000	(15,000)	(30.0%)
Other Charges	439,736	360,000	450,000	90,000	25.0%
<b>TOTAL APPROPRIATIONS</b>	<b>470,852</b>	<b>410,000</b>	<b>485,000</b>	<b>75,000</b>	<b>18.3%</b>
<b>NET COUNTY COST</b>	<b>(141,935,989)</b>	<b>(132,641,000)</b>	<b>(140,540,287)</b>	<b>(7,899,287)</b>	<b>6.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

There is a significant number of pending Redevelopment-related lawsuits which could impact the General Fund's share of the ABX1 26 residual balance.

There is a significant number of pending assessment appeals, if settled could impact the General Fund's share of property tax refunds due.



**Summary of Other Administered Budgets**

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

**FUNCTION AND RESPONSIBILITY**

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

The Solano County Office of Emergency Services (OES) proclaimed the existence of a local emergency due to the severe winter storms beginning on December 31, 2005. County facilities and roads experienced severe damage due to the intensity of the storms and ensuing flooding. Subsequently, Solano County was declared a federal disaster area hence qualifying for Federal Emergency Management Agency (FEMA) assistance. This budget unit was activated to mitigate the impact of disaster repairs on County departments and facilitate the tracking and claiming of insurance and FEMA reimbursements.

**DEPARTMENTAL BUDGET SUMMARY**

In FY2012/13 all reimbursements were received for claims made related to 2005 Disaster Declaration and the claim closed. As a result, there is no Recommended Budget for FY2013/14 and FY2014/15.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS</b>					
Other Financing Uses	151,619	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>151,619</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>NET CHANGE</b>	<b>151,619</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.

## Debt Service Overview

Simona Padilla-Scholtens, Auditor-Controller

### Debt

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#### Long-term Financial Obligations

The County has no outstanding general obligation bonds. The County's outstanding long-term debts as of June 30, 2014 are as follows:

<u>Type</u>	<u>Total</u>
Notes payable	\$ 1,039,758
Certificates of Participation	109,820,000
Pension obligation bonds	53,945,000
Total	<u>\$ 164,804,758</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. In addition, the County entered into a note payable agreement with Key Government Financials to finance the acquisition of voice-over-internet-protocol equipment.

#### Certificates of Participation

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

#### Taxable Pension Obligation Bonds

On June 16, 2004, the County issued \$96.6 million of Taxable Pension Obligation Bonds (POB) to prepay a partial obligation under its contract with CalPERS for the County's Unfunded Accrued Actuarial Liability (UAAL). On November 1, 2005, the County issued an additional \$42.3 million of Taxable Pension Obligation Bonds for an additional pre-payment to CalPERS, thus reducing its UAAL.

#### Credit Rating

Standard & Poor's rated the County AA- for pension obligation debt and certificates of participation. Moody's recently affirmed the County's Aa2 Issuer Rating and A1 rating on the County's outstanding certificates of participation; and A1 rating on the County's pension obligation bonds. The affirmation of the County's Issuer Rating and rating on the County's certificates of participation 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 that of similarly rated counties nationally.

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

**COUNTY OF SOLANO, CALIFORNIA**  
**Legal Debt Margin Information**  
**Last Ten Fiscal Years**

Fiscal Year	(1) Assessed Value of Property	(2) Debt Limit, 5% of Assessed Value	(3) Debt Applicable to the Limit	(4) Legal Debt Margin	Total net debt applicable to the limit as a percentage of debt limit
2012-13	\$40,593,049,481	\$2,029,652,474	\$ -	\$2,029,652,474	0.00%
2011-12	38,799,632,098	1,939,981,605	-	1,939,981,605	0.00%
2010-11	38,644,020,806	1,932,201,040	-	1,932,201,040	0.00%
2009-10	39,256,945,402	1,962,847,270	-	1,962,847,270	0.00%
2008-09	40,873,042,919	2,043,652,146	-	2,043,652,146	0.00%
2007-08	45,318,102,865	2,265,905,143	-	2,265,905,143	0.00%
2006-07	45,688,693,224	2,284,434,661	-	2,284,434,661	0.00%
2005-06	41,544,353,287	2,077,217,664	-	2,077,217,664	0.00%
2004-05	36,386,372,123	1,819,318,606	-	1,819,318,606	0.00%
2003-04	32,280,154,735	1,614,007,737	-	1,614,007,737	0.00%

**Notes:**

- (1) Assessed property value data can be found in Schedule "Assessed Value of Taxable Property and Actual Value of Property."
- (2) California Government Code, Section 29909, states the total amount of bonded indebtedness shall not at any time exceed 5 percent of the taxable property of the county as shown by the last equalized assessment roll.
- (3) Bonded debt applicable to the limit only includes general obligation bonds.  
Although the County has \$165 million in long-term debt, this is not subject to the legal debt margin.
- (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: Audited Financial Statements

**FUNCTION AND RESPONSIBILITIES**

This budget unit is the conduit for the principal and interest payments for the Pension Obligation Bonds (POB) Series 2004 and Series 2005. The proceeds from the Pension Obligation Bonds were used to reduce the County’s obligation with the California Public Employees’ Retirement System (CalPERS) for the Unfunded Accrued Actuarial Liability for retirement benefits.

The POBs were issued to reduce the future interest rate risk and to stabilize retirement contribution rates through defined fixed rates and fixed maturity terms, thereby allowing the County to predict trends and manage the retirement program. Funding for this debt is collected through regular bi-weekly deductions from all County departments, the Solano County Fair and the Superior Courts of Solano County.

In FY2008/09, the County redeemed \$30 million of pension bonds partially funded by a loan from the General Fund. The General Fund loan will be repaid through charges from the departments. The outstanding loan balance as of June 30, 2014 was \$16,500,000.

In addition, this fund is used to account for the prepayment of \$5.8 million to the Public Agency Retirement System (PARS), the plan administrator, for the County’s supplemental retirement program offered in FY2010/11. The funding for this prepayment will be recovered through charges from the departments whose staff participated in the program.

The Auditor-Controller is responsible for administering the debt service of the POBs through the dates of redemption: January 15, 2018, for Series 2004 and; January 15, 2025, for Series 2005.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents overall decreases of \$2,590,784 or 10.0% in revenues and \$1,675,149 or 15.3% in appropriations when compared to the FY2013/14 Adopted Budget.

The primary factors contributing to the significant changes are:

Revenues:

- \$303,962 increase in Operating Transfers In primarily due to higher projected wages subject to pension rate contribution.
- \$2,873,884 decrease in Long-term Debt Proceeds. This is only a budgetary entry necessary to account for the deficit fund balance created from the early redemption of the Pension Obligation Bonds. The budget deficit is being addressed through future rate recovery charges from the County departments.
- \$19,862 in Other Revenue due to a lower projected contribution rate and lower projected wages for the Solano County Fair staff and Superior Court staff.

Appropriations:

- \$1,675,149 decrease is primarily due to a reduction in bond redemption requirements per the POB’s debt service schedule and a decrease in interest charges.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	1,817	4,000	3,000	(1,000)	(25.0%)
Misc Revenue	757,020	739,312	719,450	(19,862)	(2.7%)
Other Financing Sources	10,097,115	25,284,444	22,714,522	(2,569,922)	(10.2%)
<b>TOTAL REVENUES</b>	<b>10,855,953</b>	<b>26,027,756</b>	<b>23,436,972</b>	<b>(2,590,784)</b>	<b>(10.0%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	8,200	8,500	8,200	(300)	(3.5%)
Other Charges	12,216,986	10,943,330	9,268,481	(1,674,849)	(15.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>12,225,186</b>	<b>10,951,830</b>	<b>9,276,681</b>	<b>(1,675,149)</b>	<b>(15.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,369,233</b>	<b>(15,075,926)</b>	<b>(14,160,291)</b>	<b>915,635</b>	<b>(6.1%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**FUNCTION AND RESPONSIBILITIES**

This budget unit served as the conduit for the principal and interest payments for the 2002 Certificates of Participation (COP). The 2002 Certificates of Participation were issued for the construction of the County Administration Center, the Probation Facility, improvements to the Central Utility Plant, and the Library in Fairfield.

In February 2007, a portion (85.2%) of the 2002 COP's was refinanced due to lower interest rates. However, due to the prepayment restrictions, the proceeds from the refinancing were held in an escrow account until the 2002 COP's were refunded on November 1, 2012, the call date.

The Auditor-Controller was responsible for administering the debt service on the 2002 Certificates through the date of redemption, November 1, 2012.

**DEPARTMENTAL BUDGET SUMMARY**

The 2002 COPs were redeemed on November 1, 2012. Therefore, there is no Recommended Budget for 2002 COPs in FY2013/14 and FY2014/15.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	444	0	0	0	0.0%
Charges For Services	1,671	0	0	0	0.0%
Other Financing Sources	<u>3,135,958</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL REVENUES</b>	<b>3,138,072</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	4,170	0	0	0	0.0%
Other Charges	<u>3,133,900</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL APPROPRIATIONS</b>	<b>3,138,070</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(2)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**FUNCTION AND RESPONSIBILITIES**

This budget unit is the conduit for the principal and interest payments for the 2007 Certificates of Participation (COP).

The 2007 COP were issued to refund the 2002 COP at a lower rate of interest, resulting in interest savings to the County of about \$2.9 million in present value dollars over the term of the bonds. The 2002 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 2002 COP were redeemed in their entirety on November 1, 2012.

The Auditor-Controller is responsible for administering the debt service on the 2007 COP through the date of redemption on November 1, 2032. debt service payments are financed through Operating Transfers In from Public Facilities Fees, the General Fund, the Library, the Recorder, the Road Fund, and the 2% Building Use Allowance charged to the departments residing in the County Administration Center and the Probation buildings.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,387 or 0.0% in revenues and a decrease of \$1,416 or 0.0% in appropriations when compared to the FY2013/14 Adopted Budget.

The revenue sources consist of the following:

- \$6,228,201 in Operating Transfers In as follows:
  - \$504,525 from the Library Fund.
  - \$170,000 from the Road Fund.
  - \$203,098 from the Recorder Fund.
  - \$727,911 from the Public Facilities Fees – Public Protection.
  - \$581,620 from the Public Facilities Fees – General Government.
  - \$397,521 from the Courthouse Temporary Construction Fund.
  - \$900,000 from the Accumulated Capital Outlay Fund.
  - \$2,743,526 from the General Fund.
- \$1,672,379 from a 2% Building Use Allowance allocated to departments residing in the County Administration Center and the Probation buildings.

Appropriations reflect the principal and interest payments, accounting and financial services, and Countywide Administrative Overhead charges due in FY2014/15.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	6,315	9,713	9,000	(713)	(7.3%)
Charges For Services	1,621,834	1,620,577	1,672,379	51,802	3.2%
Other Financing Sources	5,984,177	6,276,903	6,228,201	(48,702)	(0.8%)
<b>TOTAL REVENUES</b>	<b>7,612,326</b>	<b>7,907,193</b>	<b>7,909,580</b>	<b>2,387</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	2,475	3,200	3,750	550	17.2%
Other Charges	4,809,656	7,907,796	7,905,830	(1,966)	(0.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,812,131</b>	<b>7,910,996</b>	<b>7,909,580</b>	<b>(1,416)</b>	<b>(0.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(2,800,195)</b>	<b>3,803</b>	<b>0</b>	<b>(3,803)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.



**FUNCTION AND RESPONSIBILITY**

This budget unit serves as the conduit for the principal and interest payments for the 2009 Refunding Certificates of Participation. The proceeds of the 2009 Certificates of Participation (COP) were used to redeem the 1999 Refunding Certificates of Participation.

The 1999 Certificates of Participation (COP) were used to acquire a 4.89-acre parcel of undeveloped land to construct the Health and Social Services Administration Building adjacent to the Solano Park Health Facility and to defease the 1994 Certificates of Participation.

The Auditor-Controller is responsible for administering the debt service on the 2009 Certificates through maturity on November 15, 2019. Debt service payments are financed through Operating Transfers In from Health and Social Services and Public Facilities Fees.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$2,347 or 0.1% in revenues and an increase of \$2,288 or 0.1% in appropriations when compared to the FY2013/14 Adopted Budget.

Revenues consist of an operating transfer in for Health and Social Services in the amount of \$2,517,941.

The appropriations reflect the principal payment of \$2,120,000 and interest payment of \$386,288, and accounting and financial services, and fees and permits due in FY2014/15 of \$8,235.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	94	91	170	79	86.8%
Charges For Services	0	23,384	0	(23,384)	(100.0%)
Other Financing Sources	2,517,525	2,492,289	2,517,941	25,652	1.0%
<b>TOTAL REVENUES</b>	<b>2,517,620</b>	<b>2,515,764</b>	<b>2,518,111</b>	<b>2,347</b>	<b>0.1%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	2,650	3,735	8,235	4,500	120.5%
Other Charges	2,514,891	2,512,088	2,509,876	(2,212)	(0.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,517,541</b>	<b>2,515,823</b>	<b>2,518,111</b>	<b>2,288</b>	<b>0.1%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(79)</b>	<b>59</b>	<b>0</b>	<b>(59)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

Simona Padilla-Scholtens, Auditor-Controller

Debt

**FUNCTION AND RESPONSIBILITY**

This budget unit is the conduit for the principal and interest payments for the 2013 Certificates of Participation (COP). The 2013 Certificates of Participation were issued in Spring 2013 for 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.

The source of funding for the debt is the General Fund and funding from the seven cities within the County. The County has entered into a memorandum of understanding (MOU) with all the cities in the County in which each city agrees to pay its share of debt service based on the level of animal care services provided to each jurisdiction.

The Auditor-Controller is responsible for administering the debt service on the 2013 COP through their maturity on November 15, 2027.

**DEPARTMENTAL BUDGET SUMMARY**

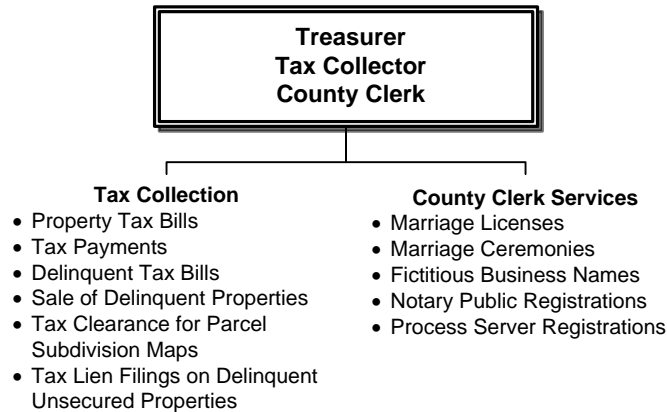
The Recommended Budget represents an increase of \$70 or 0.0% in revenues and an increase of \$12,157 or 2.6% in appropriations when compared to the FY2013/14 Adopted Budget. The appropriations reflect the principal and interest payments, and accounting and professional fees due in FY2014/15.

The revenue sources consist of the operating transfer in from the County General Fund and intergovernmental revenues from the seven cities according to the MOU.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	0	0	70	70	0.0%
Intergovernmental Rev Other	0	417,213	417,213	0	0.0%
General Fund Contribution	0	44,970	44,970	0	0.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>462,183</b>	<b>462,253</b>	<b>70</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	0	5,500	4,000	(1,500)	(27.3%)
Other Charges	0	456,683	470,340	13,657	3.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>462,183</b>	<b>474,340</b>	<b>12,157</b>	<b>2.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>12,087</b>	<b>12,087</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.



**DEPARTMENTAL PURPOSE**

Headed by an elected official, the Divisions of the Tax Collector and of the County Clerk are mandated by Sections 24000 and 24009 of the California Government Code. The duties and responsibilities of the Divisions are further mandated by sections 274000 - 27401 and 268001 - 26863 of the California Government Code. In Solano County, the Divisions of the Tax Collector, County Clerk and Treasurer are a combined countywide elected position.

The Tax Collector collects real and personal property taxes on behalf of various tax-levying entities in Solano County. This revenue is then distributed to the tax-levying agencies as funding they can use to provide essential services to the residents of Solano County.

The County Clerk has a four-fold mission:

- Issue a variety of official public records, including marriage licenses and fictitious business names;

- Register all professional photocopiers, process servers, unlawful detainer assistants and legal document assistants;
- Administer public notary oaths of office and deputy oaths of office; and
- File, maintain and verify a variety of documents, schedules and official reports for public view.

In addition, the County Clerk conducts wedding ceremonies as a service to the community.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	2,263,016
FY2014/15 Recommended:	2,212,437
County General Fund Contribution:	1,050,026
Percent County General Fund Supported:	47.5%
Total Employees (FTEs):	10.5

**FUNCTION AND RESPONSIBILITIES**

The Tax Collector is responsible for billing and collecting more than 170,000 secured, supplemental and unsecured tax bills. The Division carries out these responsibilities through its tax bill issuance and collection process, a process which provides all taxing agencies fully or partially within Solano County one of their primary sources of discretionary revenues. The Division's tax collection activities are funded primarily through property tax administration fees paid by the local taxing agencies.

The County Clerk is responsible for issuing marriage licenses and other official documents. The Division carries out these responsibilities primarily through its official documents customer service counter.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Implemented the use of the Southtech application suite for all County Clerk functions. This application suite has allowed the division to consolidate all record keeping and the provision of all services on to a unified platform that integrates document image record retention, reporting, and all other mandatory functions of the division.
- Deployed two kiosks into the County Clerk lobby that allow members of the public to submit all of the required information for requesting a marriage license; a fictitious business name statement; scheduling a marriage ceremony; or registering as a notary, process server, legal document assistant, professional photocopier, unlawful detainer assistant; without waiting for

staff to become available.

- Implemented online services for the County Clerk that allow members of the public to submit all of the required information for requesting a marriage license; a fictitious business name statement; scheduling a marriage ceremony; or registering as a notary, process server, legal document assistant, professional photocopier, or unlawful detainer assistant; at a time and place that is most convenient for them.
- Based on the successful deployment of County Clerk services to the kiosks and Internet, the division expanded the offering of marriage licenses, marriage ceremonies, and fictitious business names through these channels to include Spanish language options.
- Remodeled the County Clerk lobby to facilitate placement of the kiosks and to refurbish the area as part of the normal wear and tear usage replacement cycle.
- Conducted a successful tax sale for 100 defaulted properties that resulted in the collection of more than \$2.6 million in delinquent taxes.

**WORKLOAD INDICATORS**

- In FY2013/14, the Tax Collector – County Clerk issued and processed payments and collections on 165,000 property tax bills; the Division estimates handling around 170,000 in FY2014/15.
- During the same period, the Tax Collector – County Clerk issued 1,456 marriage licenses and 2,071 fictitious business name statements, with expectations to issue approximately 1,500 marriage licenses and 2,000 fictitious business names in FY2014/15.

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
TAX COLLECTOR	918,249	861,428	938,585	77,157	9.0 %
COUNTY CLERK	189,264	182,700	223,826	41,126	22.5 %
<b>TOTAL REVENUES</b>	<b>1,107,513</b>	<b>1,044,128</b>	<b>1,162,411</b>	<b>118,283</b>	<b>11.3 %</b>
<b>APPROPRIATIONS</b>					
TAX COLLECTOR	1,658,020	1,979,705	1,988,611	8,906	0.4 %
COUNTY CLERK	153,310	213,029	223,826	10,797	5.1 %
<b>TOTAL APPROPRIATIONS</b>	<b>1,811,330</b>	<b>2,192,734</b>	<b>2,212,437</b>	<b>19,703</b>	<b>0.9 %</b>
<b>NET COUNTY COST</b>					
TAX COLLECTOR	739,771	1,118,277	1,050,026	(68,251)	(6.1) %
COUNTY CLERK	(35,954)	30,329	0	(30,329)	(100.0) %
<b>NET COUNTY COST</b>	<b>703,817</b>	<b>1,148,606</b>	<b>1,050,026</b>	<b>(98,580)</b>	<b>(8.6) %</b>
<b>STAFFING</b>					
TAX COLLECTOR	8	8	8.5	0.5	6.3 %
COUNTY CLERK	2	2	2	0.0	0.0 %
<b>TOTAL STAFFING</b>	<b>10</b>	<b>10</b>	<b>10.5</b>	<b>0.5</b>	<b>5.0 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$118,283 or 11.3% in revenues, and an increase of \$19,703 or 0.9% in appropriations when compared to FY2013/14 Adopted Budget. As a result, Net County Cost is decreased by \$98,580 or 8.6%.

**DEPARTMENT COMMENTS**

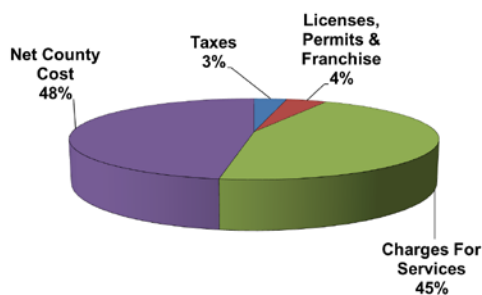
The Tax Collector – County Clerk plans to explore and implement additional operational efficiencies and technology initiatives to reduce operating costs and/or improve customer service, including the implementation of an enhanced software package for the County Clerk discussed below. The Department continues to benefit from a series of cost-reducing and service enhancing technology initiatives implemented in the past five years. These include a streaming of the bill printing process, expanding online payment functionality, outsourcing bill payment processing, and the addition of electronic delivery channels for County Clerk services. As a result, staff has been able to improve customer service response times by approximately 10 percent. The County Clerk department is also now able to securely provide mandated services through indirect channels and to provide the most requested of those services in multiple languages.

In FY2014/15 the Tax Collector intends to research and deploy additional online tax payment tools that should provide enhanced channel stability, an improved user interface that is easier to navigate, the ability to provide payment history on a calendar year basis, and facilitate the migration of tax bill delivery to an electronic format. The long-term goal of the project is to enhance the tax payment process, while reducing costs associated with mailing and processing tax payments.

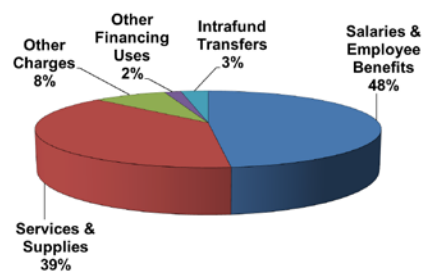
Currently scheduled for FY2014/15 is a remodel of the Tax Collector lobby that will facilitate the deployment of kiosks. These kiosks will be used to provide tax information and payment options to members of the public who wish to avoid waiting in line during peak periods.

Changes will also be made to the 2014/15 tax bill to improve the important information insert and provide the tax payer additional information regarding where their tax dollars go.

**SOURCE OF FUNDS**



**USE OF FUNDS**



<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Taxes	86,120	90,000	75,000	(15,000)	(16.7%)
Licenses, Permits & Franchise	76,846	72,700	93,826	21,126	29.1%
Charges For Services	944,547	881,428	993,585	112,157	12.7%
<b>TOTAL REVENUES</b>	<b>1,107,513</b>	<b>1,044,128</b>	<b>1,162,411</b>	<b>118,283</b>	<b>11.3%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	967,812	995,829	1,066,675	70,846	7.1%
Services and Supplies	628,569	925,519	860,664	(64,855)	(7.0%)
Other Charges	153,939	189,581	178,037	(11,544)	(6.1%)
Other Financing Uses	37,326	39,142	40,895	1,753	4.5%
Intra-Fund Transfers	23,685	42,663	66,166	23,503	55.1%
<b>TOTAL APPROPRIATIONS</b>	<b>1,811,331</b>	<b>2,192,734</b>	<b>2,212,437</b>	<b>19,703</b>	<b>0.9%</b>
<b>NET COUNTY COST</b>	<b>703,818</b>	<b>1,148,606</b>	<b>1,050,026</b>	<b>(98,580)</b>	<b>(8.6%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Department has two major functions, Tax Collection and County Clerk Services. Some changes of note follow:

**Tax Collection**

- Assessment and Tax Collection Fees of \$772,085 represents an increase of \$76,657 in revenues from Property Tax Administration Fees (PTAF) when compared to the FY2013/14 Adopted Budget. PTAF is directly related to the cost of collecting property taxes and is paid by recipient agencies via the property tax apportionment process. All agencies pay their share of costs with the exception of the County and School Districts, which are specifically exempted by section 41000 of the California Education Code.
- Revenues from Penalties of \$75,000 reflects a decrease of \$15,000, anticipated because of the transitioning of a number of delinquent tax payers to either impound accounts imposed upon them by their mortgage company, or by the mortgage company completing the foreclosure process and assuming responsibility for the timely payment of property taxes. Due to the economic downturn and its impact on the housing market, revenues from Penalties have continued to drop from \$189,170 in FY2007/08 to the anticipated \$75,000 in FY2014/15.
- Other Charges for Services of \$80,000 reflects an increase of \$10,000, primarily as a result of more financial and tax-servicing companies purchasing delinquency information, along with increased collections associated with tax sales.

**County Clerk Services**

- Clerk’s Revenues of \$223,826 shows an increase of \$41,126 due to increases in Charges for Services to repay the loan from the technology improvement fund that was used to purchase the Southtech application suite. Upon repayment of the outstanding loan, the County Clerk anticipates reviewing the fees to adjust them as needed to match then current costs.

Primary Cost Drivers

The Department has two primary cost drivers: labor costs and central data processing (CDP) charges:

- Total Salary and Benefit expenses of \$1,066,675 reflects an increase of \$70,846 or 7.1% from the FY2013/14 Adopted Budget as a result of the full cost of the Office Coordinator position added in October 2013 as well as increases in retirement and health care costs and salary adjustments, partially offset by a \$17,700 reduction in Extra Help. The tax division also anticipates a minor cost increase of approximately \$3,000 for the requested upgrading of an Account Clerk I position to an Account Clerk II position.
- Charges from the Department of Information Technology (DoIT) for Central Data Processing and Solano County Integrated Property system (SCIPS) of \$82,677 and \$458,862, respectively, are determined based on the Department’s share of

DoIT's costs to maintain, provide and support the Department's data processing services and SCIPS. These charges are \$68,621 less than the FY2013/14 Adopted Budget amounts primarily due to a decrease in the cost of the SCIPS system.

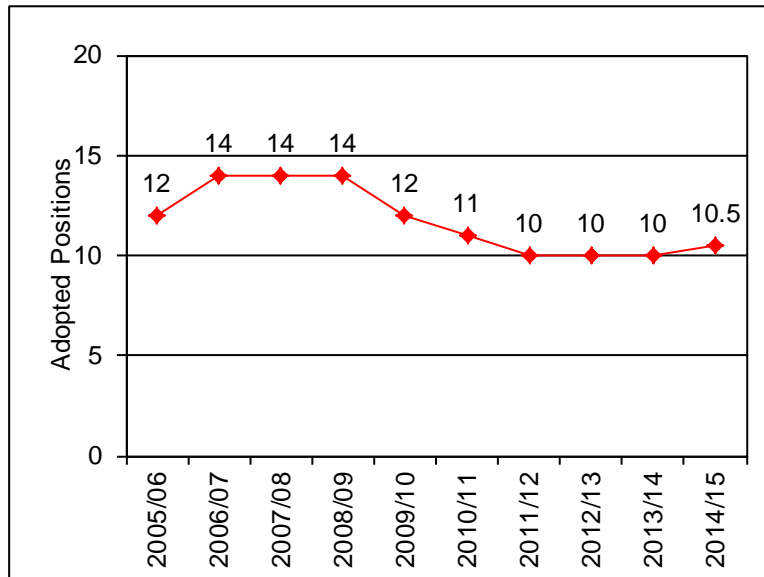
Included in the costs for Tax Collector operations is \$48,000 for contracted services with Infosend™ for the printing and mailing of property tax bills. This function is mandated by statute and was outsourced in 2003 as a cost-saving measure. The Division estimates it would require at least one FTE position and \$25,000 in one-time costs to bring the function in-house. The division also outsources the processing of payments via a lock-box service. This service is estimated to cost \$40,000 per year, and is offset by cost savings in overtime and extra help. The Department receives an additional savings of \$20,000 per year by avoiding the purchase and maintenance of payment processing equipment. In addition to the tangible cost savings, lockbox services allow staff to focus on improved customer service during peak processing times.

**SUMMARY OF POSITION CHANGES**

The FY2014/15 Recommend Budget includes the proposed position changes:

- Reclassify an existing Account Clerk I position to an Account Clerk II position to allow the Department to more efficiently rotate staff to meet customer service demands.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1350 TREASURER	907,349	1,000,275	998,609	(1,666)	(0.2%)
<b>APPROPRIATIONS</b>					
1350 TREASURER	907,349	1,000,275	998,609	(1,666)	(0.2%)

A summary of the budgets administered by the Tax Collector/County Clerk's Office is provided on the following pages.



**DEPARTMENTAL PURPOSE**

Headed by the elected Treasurer as prescribed in Government Code §27000, the Division of the Treasurer is responsible for managing funds not needed for immediate use, as mandated by sections 24000 and 24009 of the California Government Code. The duties and responsibilities are further mandated by sections 27000 - 27137 of the Code. In Solano County, the County Treasurer function is combined with the County Tax Collector-County Clerk as one countywide elected position.

**FUNCTION AND RESPONSIBILITIES**

The Treasurer is responsible for receiving and safely investing all funds belonging to the County, school districts, and special districts within the county and all other monies directed by law to be paid out of the Treasury. The Treasurer is also designated as the County’s fiduciary expert in the area of debt issuance. The Division manages more than \$800 million in funds not immediately needed for use by County, local school districts and other local agencies. These funds are invested collectively in an investment structure similar to a fixed income mutual fund, and known as the Treasury Pool.

The Treasurer serves on the County’s Debt Advisory Committee and Pension Oversight Committee, and provides fund management on all debt proceeds.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Negotiated a reduction of 27% per line item on the cost of banking services.
- Conducted a Request for Qualifications (RFQ) for investment safekeeping services and as a result extended for an additional five years the current rates for the provision of services. These rates are currently 62.7% lower than the average of all other RFQ respondents.
- Maintained a rating of AA+ by Standard and Poor’s, a nationally recognized statistical rating organization that conducts a thorough analysis of the Treasury Pool on a monthly basis to measure and disclose risks.
- Audited by the County Auditor-Controller on a quarterly basis with no significant findings.
- Added new reports and other information to the County website that provide a complete picture of the Treasury Pool down to the individual security level, thereby increasing transparency for Pool depositors and the public.
- Working in conjunction with the Solano County Office of Education and the Solano Community College, coordinated the arrangement of \$40 million in bridge loan financing that allowed local education to continue uninterrupted.
- Arranged for \$60 million of Treasury loans to schools in the upcoming fiscal year
- Continued to diversify and actively invest the Treasury portfolio to maximize returns within established and acceptable risk parameters.
- Brought the HERO PACE program to the unincorporated area of Solano County. HERO joins CaliforniaFIRST as two fully validated and operational “Property Assessed Clean Energy” programs operating in the unincorporated area. Ongoing management of this program will be handled by the Department of Resource Management.

**WORKLOAD INDICATORS**

During the period of July 1, 2013 to June 30, 2014, the Treasurer anticipates processing 8,800 deposit permits, and expects to process around 9,000 in FY2014/15.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decreases of \$1,666 or 0.2% in revenues and \$1,666 or 0.2% in appropriations when compared to the FY2013/14 Adopted Budget. In accordance with Government Code 27013, the Treasurer’s Division is funded by a portion of the interest earnings from funds under management, and therefore has no Net County Cost.

**DEPARTMENT COMMENTS**

The Treasurer is focused on the management of the investment portfolio in the extremely low current yield environment. The goal of the Treasurer is to optimize the current return on investment to the pool participants, while staying within established risk parameters. Concern is growing in the marketplace that the economy may be approaching a divergence point where it will either

slow, and thereby maintain the low rates for an extended period of time, or accelerate which will result in substantially higher rates.

During FY2014/15, the Treasurer anticipates reviewing accounting and record keeping systems used in the Treasury to ensure they are efficiently meeting the needs of the Treasury. The Treasurer also anticipates working with the Auditor – Controller's Office in the development and implementation of more efficient processes for handling the processing of deposit permits and other related County records.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Charges For Services	904,012	997,775	995,609	(2,166)	(0.2%)
Misc Revenue	3,337	2,500	3,000	500	20.0%
<b>TOTAL REVENUES</b>	<b>907,349</b>	<b>1,000,275</b>	<b>998,609</b>	<b>(1,666)</b>	<b>(0.2%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	367,961	400,635	414,153	13,518	3.4%
Services and Supplies	320,740	394,292	378,072	(16,220)	(4.1%)
Other Charges	47,238	34,910	8,510	(26,400)	(75.6%)
Other Financing Uses	14,431	15,518	15,422	(96)	(0.6%)
Intra-Fund Transfers	156,979	154,920	182,452	27,532	17.8%
<b>TOTAL APPROPRIATIONS</b>	<b>907,349</b>	<b>1,000,275</b>	<b>998,609</b>	<b>(1,666)</b>	<b>(0.2%)</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**

No significant changes or adjustments to the overall budget are anticipated. The \$13,518 increase in salary expenses and \$26,400 increase in Intra-Fund Transfers due to accounting service charges and the division's share of lobby improvements are more than offset by the \$16,220 decrease in Services and Supplies and reductions in Other Charges due to a decrease in Countywide Administrative Overhead and Building Use charges.

**SUMMARY OF POSITION CHANGES**

The Recommended Budget includes the proposed position changes:

- Reclassify an existing Account Clerk I position to an Account Clerk II position to allow the Department to more efficiently rotate staff to meet the customer service demands.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**Legal Services**

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

**DEPARTMENTAL PURPOSE**

The Office of County Counsel was created by statute under Government Code sections 26526, 26529 and 27640. The Office provides both discretionary and mandated legal services to more than 150 separate areas of County responsibility, including all of its elected and appointed officials, officers, departments, boards, commissions and committees. It also serves most 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 Solano County Office of Education and several school districts.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	3,396,421
FY2014/15 Recommended:	3,557,301
County General Fund Contribution:	956,512
Percent County General Fund Supported:	26.8%
Total Employees (FTEs):	17.8

**FUNCTION AND RESPONSIBILITIES**

The broad scope of the Office of County Counsel affects matters of great importance to the operation of County government in areas relating to labor and employment issues, real estate development contracts, purchasing contracts, public works projects, law enforcement policies and procedures, planning and environmental matters, public finance, tax assessment and collection, child protection, adult protective services, public health and safety, civil litigation, and other matters of great interest to the citizens of Solano County.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Litigation spanning thirteen years, involving ten counties and cities, successfully obtained a favorable judgment in the Lead Paint case, resulting in Solano County’s allocated share of \$23 million of the \$1.15 billion abatement fund.
- The Office brought the Measure E litigation challenging an approved landfill expansion to a favorable conclusion. The litigation, initiated in 2009, had been through the Solano County Superior Court and the Court of Appeal, the Ninth Circuit, and was briefly considered by the California Supreme Court. The reversal of Measure E saves Solano County approximately \$3 million per year in general fund revenue. The County and the landfill operator were also successful in overturning the trial court’s award of significant attorney fees to the petitioners.
- The Office worked closely with the Department of Resource Management and staff of the Bay Conservation and Development Commission (BCDC) in updating the Solano County component of the Suisun Marsh Local Protection Program. County Counsel also worked with BCDC in litigation successfully upholding BCDC’s approval of a marsh development permit for the Potrero Hills landfill expansion project.

**Dennis Bunting, County Counsel  
General Counsel**

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- The Office assisted the Department of Resource Management in updating and applying the County's zoning regulations to address a wide variety of circumstances, ranging from medical marijuana dispensaries to the development of agriculture-supporting enterprises. Although the Department's actions have not been free from public objections, no new litigation has been initiated against the County based on the Department's land use and planning activities during the past year.
- Provided legal support to the Solano County Airport Land Use Commission and its staff in connection with the Commission's 2013 amendment to the Travis Air Force Base Land Use Compatibility Plan, creating an overlay zone around Travis AFB and establishing a 200-foot height limit for any future structures within the zone. The amendment enhanced land use protections for Travis AFB's mission and operations, particularly for the training of pilots in tactical arrivals, landings and departures at the *Permanent Western United States C-17 Landing Zone* which opened for operations at Travis AFB in March 2013.
- The Office was also instrumental in: (1) the adoption of the Public Facilities Fee update to include a crucial regional transportation component; (2) participation during the negotiations and awarding of the Level III Trauma Center to Kaiser Foundation Hospital; (3) the execution of the SELPA and Solano County Mental Health Memorandum of Understanding, relating to providing mental health services to Medi-Cal eligible students; (4) the approval of the Solano 360 Project; (5) the invalidation of Reclamation District 501's maintenance and operation assessment levied against Solano County's roads; and (6) the rejection of legal challenges to the Rooster Keeping ordinance and its effective implementation and enforcement by the Agricultural Commissioner, Animal Care Services and the District Attorney's Office.

#### **WORKLOAD INDICATORS**

- In FY2012/13, the Office's 14 attorneys billed a total of 31,334 hours for legal services; FY2014/5 estimated billable hours are expected to match or exceed previous year's totals.
  - The generated annual billable hours for legal services exceeds the annual productive hour standard of 1,720 hours per attorney by 23%. The Auditor-Controller establishes the standard for annual productive hours.
  - Within Solano County Departments there were eleven County code accounts with increased billable hours greater than 30% from the previous year. Four of these increased in the number of hours by at least 70%. In addition, the billable hours for four external direct bill customers increased, with three in the 50% range and one increasing by 86%.
  - In addition to providing legal services, the Office provided several training and workshops to include Child Protective Services procedures, purchasing policy and contract law, personnel policies and procedures, Introduction to Public Sector Employment Law, Brown Act and parliamentary procedures, Health Information, Portability and Accountability Act requirements and records and subpoenas. Training audiences include County personnel and appointed and elected members of various boards, commissions, committees and the Board of Supervisors.
- Since 2011 the support staff has been reduced by 30% (from six to four, consisting of three Legal Secretaries and one Office Supervisor). One legal secretary is dedicated to three attorneys handling 260 Child Protective Services cases, who in FY2012/13 billed 5,331 hours, with the hours for subsequent years expected to increase. Another legal secretary is dedicated solely to managing approximately 150 LPS Conservatorship and Probate cases. This leaves one legal secretary to assist the remaining nine attorneys with assistance from the Office Supervisor.

**Functional Area Summary**

**1400 – Fund 001-County Counsel  
Dennis Bunting, County Counsel  
General Counsel**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
LEGAL SERVICES	2,840,680	2,855,977	2,600,789	(255,188)	(8.9) %
<b>TOTAL REVENUES</b>	<b>2,840,680</b>	<b>2,855,977</b>	<b>2,600,789</b>	<b>(255,188)</b>	<b>(8.9) %</b>
<b>APPROPRIATIONS</b>					
LEGAL SERVICES	3,297,947	3,383,746	3,557,301	173,555	5.1 %
<b>TOTAL APPROPRIATIONS</b>	<b>3,297,947</b>	<b>3,383,746</b>	<b>3,557,301</b>	<b>173,555</b>	<b>5.1 %</b>
<b>NET COUNTY COST</b>					
LEGAL SERVICES	457,267	527,769	956,512	428,743	81.2 %
<b>NET COUNTY COST</b>	<b>457,267</b>	<b>527,769</b>	<b>956,512</b>	<b>428,743</b>	<b>81.2 %</b>
<b>STAFFING</b>					
LEGAL SERVICES	17.55	17.55	17.80	0.25	1.4 %
<b>TOTAL STAFFING</b>	<b>17.55</b>	<b>17.55</b>	<b>17.80</b>	<b>0.25</b>	<b>1.4 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall decrease of \$255,188 or 8.9% in revenues and an increase of \$173,555 or 5.1% in appropriations when compared to FY2013/14 Adopted Budget. As a result, Net County Cost increased by \$428,743.

The primary funding sources for County Counsel are charges for legal services provided to County departments that are reimbursed through the Countywide Cost Allocation Plan (A-87), and fees direct-billed to outside agencies and certain non-General Fund County departments. Expenditures that are not offset by revenues become General Fund costs.

The Office projects Countywide Administrative Overhead (A-87) revenues of \$1,860,489, which reflects an increase of \$96,312 or 5.5% from the FY2013/14 Adopted Budget. Although County Counsel, as a central service department, recovers net operating costs from user departments through the Countywide Cost Allocation Plan, there are certain legal services provided to County departments, such as the Board of Supervisors, that are non-reimbursable under the provisions of 2 CFR Part 225 (formerly OMB Circular A-87). These unreimbursed expenditures remain General Fund costs.

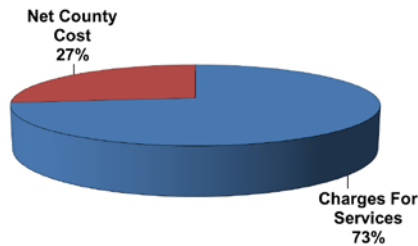
The primary outlays for County Counsel are for labor costs. Appropriations for salaries and benefits for FY2014/15 are projected at \$3,124,064, an increase of \$178,847 or 6.1% from the FY2013/14 Adopted Budget.

**DEPARTMENT COMMENTS**

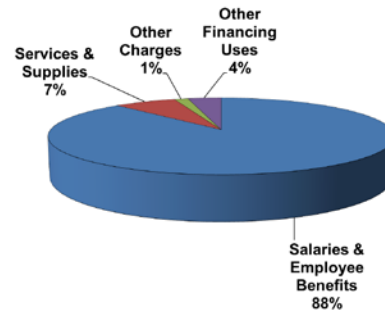
To offset the changing demand for legal services from internal County departments, the Office continues to offer its expertise and legal services to outside governmental agencies. The Office provides legal representation to the Rural North Vacaville Water District, the Solano Transportation Authority, SolTrans and the Fairfield Suisun Sewer District, and legal services to the United States Air Force by acting as mental health hearing officers, conducting certification hearings at Travis Air Force Base, and providing certification trainings for base mental health personnel. These legal service agreements represent meaningful independent revenues for the Office.

While the overall demand for legal services remains high, mainly due to additional contracts with outside agencies, the Office voluntarily reduced its secretarial staff allocations in the past three years to meet budgetary constraints created by the County's on-going fiscal challenges.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Charges For Services	2,840,680	2,855,977	2,600,789	(255,188)	(8.9%)
<b>TOTAL REVENUES</b>	<b>2,840,680</b>	<b>2,855,977</b>	<b>2,600,789</b>	<b>(255,188)</b>	<b>(8.9%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	2,884,994	2,945,217	3,124,064	178,847	6.1%
Services and Supplies	225,840	252,051	241,620	(10,431)	(4.1%)
Other Charges	54,064	54,110	53,603	(507)	(0.9%)
Other Financing Uses	121,895	123,687	129,804	6,117	4.9%
Intra-Fund Transfers	11,154	8,681	8,210	(471)	(5.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,297,947</b>	<b>3,383,746</b>	<b>3,557,301</b>	<b>173,555</b>	<b>5.1%</b>
<b>NET COUNTY COST</b>	<b>457,267</b>	<b>527,769</b>	<b>956,512</b>	<b>428,743</b>	<b>81.2%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

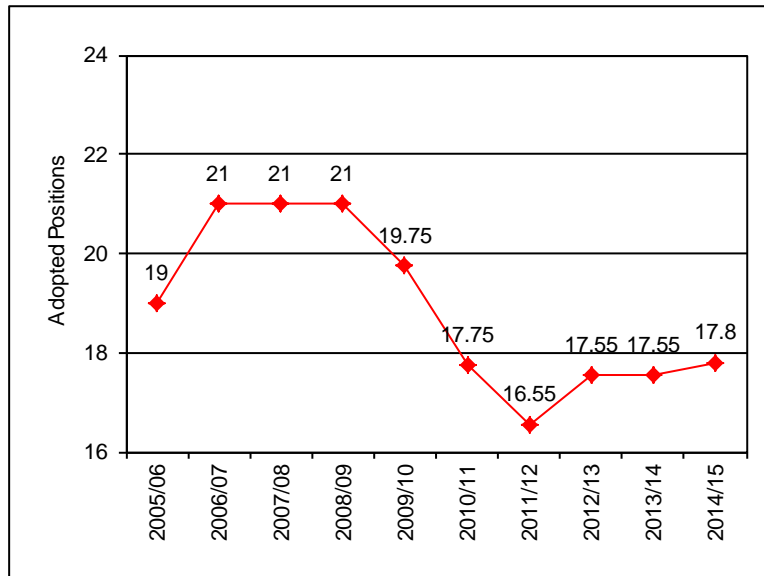
Successful efforts by the Office in securing outside revenue sources have partially mitigated revenue loss from reduced legal demands from internal clients. The most significant change from the FY2013/14 Adopted Budget is the reduction in revenue in direct billings. While the methodology for calculating the external direct billing accounts remained the same, the Child Protective Services (CPS) and H&SS Mental Health billing methodology significantly changed revenue by changing the billing rates for FY2013/14 and FY2014/15 in accordance with the Auditor-Controller’s memorandum dated July, 1 2013. This resulted in a reduction of 47% in CPS and 29% in Mental Health revenues (as calculated using the two previous years’ revenues) with an overall reduction in inter-fund revenue of 44% when compared to the FY2013/14 Adopted Budget amount.

**SUMMARY OF POSITION CHANGES**

The Recommended Budget includes the proposed position changes:

- Add 0.25 FTE Legal Secretary (confidential) to accommodate increased workload of Conservator/Guardianship cases. The position is offset by revenue received from Court mandated fees for the Public Guardian.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The overall demand for legal services remains high, although there has been a change in the mix of legal clients served, including the securing of outside public agency contracts that generate significant non-general fund revenue.

The amount of reported billable hours (31,334 for FY2012/13 and approximately 30,000 estimated for FY2013/14) that exceed the productive hours standard calculated by the Auditor-Controller of 1,720 hours per attorney. In the coming year, the department will be working with the CAO to explore further the potential need to consider hiring a minimum of two more attorneys and support staff and identify the means to fund the positions.



**DEPARTMENTAL PURPOSE**

The Department provides centralized administrative support services to assist other County departments in addressing the Board’s priorities in relation to the County’s workforce.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	2,741,861
FY2014/15 Recommended:	2,958,747
County General Fund Contribution:	466,874
Percent County General Fund Supported:	15.7%
Total Employees (FTEs):	17

**FUNCTION AND RESPONSIBILITIES**

The Department of Human Resources works to provide County departments with a well-qualified, trained workforce that reflects the diversity of the community, is appropriately classified and equitably compensated. The Department also develops and implements policies, procedures and programs that promote a positive and productive work environment.

The Department of Human Resources consists of the Administration, Employee Benefits, Civil Service Commission, Equal Employment Opportunity, Recruiting and Testing, and Employee Relations Divisions. The Department also oversees Risk Management (BU 1830) and the Employee Development and Recognition (BU 1103) Departments.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

During FY2013/14:

- Negotiated 18 successor collective bargaining agreements in conformance with Board of Supervisors’ direction.
- Updated the Employer-Employee Relations Rules and Regulations to incorporate fact-finding with the collective bargaining impasse procedures.
- Included performance evaluation due dates in the PeopleSoft HRMS and created standardized reports for use by departments.
- Updated the department’s website information to include benefits information by classification and by bargaining unit.
- Implemented the use of technology to enhance operations in the areas of bilingual testing and typing certifications.

**WORKLOAD INDICATORS**

During the period July 1, 2013 – February 28, 2014:

- Reviewed 10,612 job applications compared to 8,498 during that same period in FY2012/13.
- Opened 108 recruitments compared to 125 in FY2012/13.
- Processed 441 requisitions to fill vacancies compared to 350 in the prior year.
- Conducted and responded to a number of formal discrimination complaints filed internally and externally.



**Functional Area Summary**

**1500 – Fund 001-Human Resources  
Marc Fox, Director of Human Resources  
Personnel**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
HUMAN RESOURCES SERVICES	2,314,318	2,541,447	2,491,873	(49,574)	(2.0) %
<b>TOTAL REVENUES</b>	<b>2,314,318</b>	<b>2,541,447</b>	<b>2,491,873</b>	<b>(49,574)</b>	<b>(2.0) %</b>
<b>APPROPRIATIONS</b>					
HUMAN RESOURCES SERVICES	2,530,684	2,711,055	2,958,747	247,692	9.1 %
<b>TOTAL APPROPRIATIONS</b>	<b>2,530,684</b>	<b>2,711,055</b>	<b>2,958,747</b>	<b>247,692</b>	<b>9.1 %</b>
<b>NET COUNTY COST</b>					
HUMAN RESOURCES SERVICES	216,366	169,608	466,874	297,266	175.3 %
<b>NET COUNTY COST</b>	<b>216,366</b>	<b>169,608</b>	<b>466,874</b>	<b>297,266</b>	<b>175.3 %</b>
<b>REVENUES</b>					
HUMAN RESOURCES SERVICES	17	17	17	0	0.0 %
<b>TOTAL REVENUES</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>0</b>	<b>0.0 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$49,574 or 2.0% in revenues and an increase of \$247,692 or 9.1% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, Net County Cost increased by \$297,266 or 175.3%.

The primary funding source for the Department of Human Resources (HR) is Administration Overhead (A87) of \$2,376,476 for reimbursements from County departments for their allocated share of costs for recruiting, classification, benefits administration and other HR functions provided by the Department. The change in revenues is the result of a decrease in administration overhead revenue.

The Department additionally receives departmental administration revenue reimbursement for the HR Director’s time spent in Risk Management. Estimated revenues for these services are \$65,000 in departmental administration overhead.

Primary costs for the Department are:

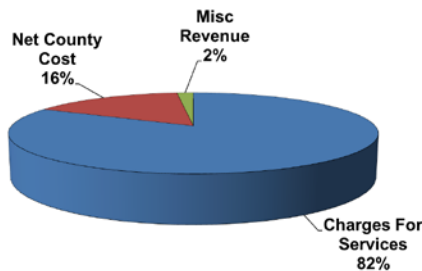
- Salary and Benefits of \$2,111,647, projected to increase by \$83,887 or 4.1%. This is primarily due to the conversion of 1.0 FTE Human Resources Assistant position to a Lead Human Resources Assistant, and increases resulting from salary adjustments, merit increase, flexible promotions and retirement costs.
- Services and Supplies of \$703,842 are projected to increase by \$187,582 due to the following:
  - Liability Insurance charges of \$38,970 increased by \$28,179.
  - Managed Print Cost per Copy fees are budgeted at \$7,000 and this is a newly added appropriation as a result of implementation of the countywide Managed Print Services program.
  - Other Professional Services of \$379,250 are projected to increase by \$104,000 or 37.8%. These appropriations primarily cover the estimated FY2014/15 contract costs as follows:
    - \$102,000 for CalPERS health administration fees
    - \$31,000 for third party administration fees for the flexible spending accounts and PARS Retirement Enhancement Plan
    - \$30,000 for annual PARS actuarial study and biannual OPEB actuarial study
    - \$22,500 for review of 457 deferred compensation plan line-up and to negotiate 457 plan savings

- \$4,000 for court reporter fees for Civil Service Commission appeal hearings
- \$6,750 for EEO specific training
- \$75,000 for recruitment testing services provided by Cooperative Personnel Services and bilingual testing through Language People
- \$78,000 for labor relations services and market studies for negotiations
- \$30,000 for document imaging fees and other projects
- Software Maintenance and Support is projected to increase by \$22,000 as a result of implementing the DDI competency-based selection system approved by the Board in 2013.
- Central data processing (CDP) charges of \$108,867, a projected increase of \$25,767.
- Office Expense of \$8,000 is expected to decrease by \$4,000 as a result of savings in printing costs with the roll-out of Managed Print Services.

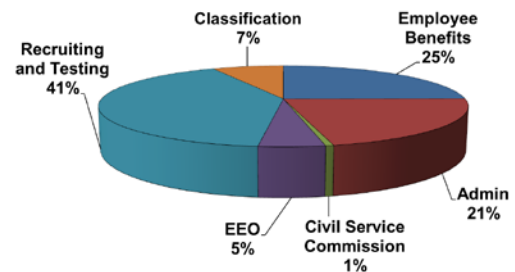
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Charges For Services	2,263,900	2,491,047	2,441,473	(49,574)	(2.0%)
Misc Revenue	50,418	50,400	50,400	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,314,318</b>	<b>2,541,447</b>	<b>2,491,873</b>	<b>(49,574)</b>	<b>(2.0%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	1,796,218	2,027,760	2,111,647	83,887	4.1%
Services and Supplies	581,087	516,260	703,842	187,582	36.3%
Other Charges	82,953	83,180	61,097	(22,083)	(26.5%)
Other Financing Uses	63,308	77,255	82,161	4,906	6.4%
Intra-Fund Transfers	7,117	6,600	0	(6,600)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,530,684</b>	<b>2,711,055</b>	<b>2,958,747</b>	<b>247,692</b>	<b>9.1%</b>
<b>NET COUNTY COST</b>	<b>216,366</b>	<b>169,608</b>	<b>466,874</b>	<b>297,266</b>	<b>175.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

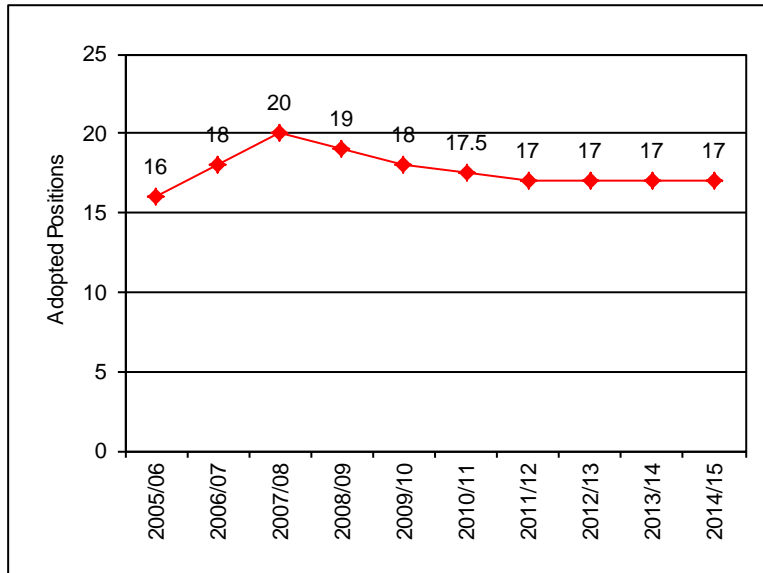
None.

**SUMMARY OF POSITION CHANGES**

The Recommended Budget included the proposed position changes:

- Convert 1.0 FTE Human Resources Assistant to 1.0 FTE Lead Human Resources Assistant, effective 1/4/15.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Affordable Care Act (ACA) mandates employer-paid health insurance for all employees working an average of 30 hours or more per week. There are potential, financial exposures to provide health benefits to extra help employees; financial penalties for non-compliance with ACA provisions; and possible departmental operational changes necessary to fulfill ACA requirements. On February 10, 2014, the Department of Treasury and Internal Revenue Service issued final regulations on the ACA employer shared responsibility provisions. To avoid paying substantial penalties, the proposed regulations initially required employers to offer medical coverage to 95 percent of their full-time employees and dependents beginning January 1, 2015. The final regulations retain this requirement for 2016 and beyond, but reduce the requirement for the 2015 calendar year to 70 percent of full-time employees and their dependents. HR is continuing to work with County departments to prepare for proper implementation of this new legal requirement. Employers may still be subject to penalties for failure to offer affordable coverage as required by ACA.

**1500 – Fund 001-Human Resources**  
**Marc Fox, Director of Human Resources**  
**Personnel**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1103 EMPLOYEE DEVELOP & RECOGNITION	362,616	331,061	317,500	(13,561)	(4.1%)
1830 RISK MANAGEMENT	11,886,192	14,513,421	14,553,796	40,375	0.3%
<b>APPROPRIATIONS</b>					
1103 EMPLOYEE DEVELOP & RECOGNITION	346,477	460,740	413,545	(47,195)	(10.2%)
1830 RISK MANAGEMENT	13,439,016	15,308,008	15,546,265	238,257	1.6%
<b>NET CHANGE</b>					
1103 EMPLOYEE DEVELOP & RECOGNITION	16,139	(129,679)	(96,045)	33,634	(25.9%)
1830 RISK MANAGEMENT	(1,552,824)	(794,587)	(992,469)	(197,882)	24.9%

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

**FUNCTION AND RESPONSIBILITIES**

The Employee Development and Recognition Program includes funds for the County’s Tuition Reimbursement Program and strives to provide departments with well-trained and motivated staff, promotes employee involvement in the accomplishment of the County’s goals and objectives, and provides recognition to employees for exceptional service contributions to the County.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	408,126
FY2014/15 Recommended:	413,545
County General Fund Contribution:	96,045
Percent County General Fund Supported:	23.2%
Total Employees (FTEs):	2

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Developed and implemented a focused training curriculum for a third cohort of supervisors and managers to participate in the Future Leaders Program through UC Davis.
- Developed and implemented online computer training classes for employees through New Horizons to facilitate expanded means to provide County mandated training and optional training for County staff development.

**WORKLOAD INDICATORS**

- 3,659 employees attended County training sessions from July 1, 2013 through February 28, 2014 compared to 2,891 employees during that same period in FY2012/13.
- Offered 61 professional development/training classes, excluding County-mandated sessions, to all County employees.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget of represents decreases of \$13,561 or 4.1% in revenues and \$47,195 or 10.2% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, Net County Cost decreased by \$33,634 or 25.9% for FY2014/15.

Charges for Services of \$317,500 is projected to decrease by \$13,561. The primary funding source for this Division is Administration Overhead of \$311,000, for reimbursements from County departments for their allocated share of costs for training services provided by the Employee Development and Recognition Division. These revenues are estimated to decrease by \$13,561 or 4.6% from the previous fiscal year. In addition, appropriations include reimbursement revenue of \$6,500 from outside agencies for attendance in County-sponsored training classes.

Primary costs for the Employee Development and Recognition Division are:

- Salary and Benefits of \$236,387 are projected to increase by \$8,111 or 3.6% due to salary adjustments and benefit increases.
- Services and Supplies of \$134,629 decreased by \$80,662 due to the following;
  - Education and Training of \$51,250 reflects a decrease of \$48,450 or 48.6% as the Future Leaders Training Program will not be offered in FY2014/15 but in every other fiscal year. Included in the Department’s budget are costs of the following training programs:
    - \$21,000 contract with vendors to provide Microsoft Office 2010 training
    - \$9,000 contract for online/e-learning training
    - \$6,000 for Executive Leadership Development courses
    - \$5,000 for guest trainers at Quarterly Manager’s Meetings
    - \$5,000 for Liebert Cassidy Whitmore Training Consortium
    - \$3,200 for Managed Health Network employee development classes
    - \$1,050 for six (6) ICMA supervisory/management training webinars
    - \$1,000 for Organizational Development/Training Officer training

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

**Marc Fox, Director of Human Resources**

**Legislative & Administration**

- Tuition Reimbursements of \$30,000, a decrease of \$30,000 when compared to last fiscal year due to lower utilization, for tuition reimbursements to employees in accordance with their specific collective bargaining agreement with the County.
- Other Charges of \$33,498 reflect an increase of \$29,176 which is the net total of \$25,458 in Interfund Services for clerical services from Risk Management and an increase of \$3,718 in CAC building charges.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Charges For Services	362,616	331,061	317,500	(13,561)	(4.1%)
<b>TOTAL REVENUES</b>	<b>362,616</b>	<b>331,061</b>	<b>317,500</b>	<b>(13,561)</b>	<b>(4.1%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	213,160	228,276	236,387	8,111	3.6%
Services and Supplies	116,183	215,291	134,629	(80,662)	(37.5%)
Other Charges	3,392	4,322	33,498	29,176	675.1%
Other Financing Uses	8,441	8,801	9,031	230	2.6%
Intra-Fund Transfers	5,302	4,050	0	(4,050)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>346,477</b>	<b>460,740</b>	<b>413,545</b>	<b>(47,195)</b>	<b>(10.2%)</b>
<b>NET COUNTY COST</b>	<b>(16,139)</b>	<b>129,679</b>	<b>96,045</b>	<b>(33,634)</b>	<b>(25.9%)</b>
<b>STAFFING</b>					
EMPLOYEE DEV. & TRAINING	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**

The County of Solano is facing a demographic change of an aging workforce. It remains forecasted that senior and executive managers will be retiring from the workforce, leaving a gap in the County's talent pipeline. It is imperative to develop a pool of talent that is able and ready to step into leadership positions at the supervisor, middle, senior and executive level within the organization. The County reinstated the Future Leaders training program in FY2013/14 to help address succession planning and leadership development for future senior and executive staff and expanded offerings for supervisors. However, the budget does include expanded training and staff development programs for FY2014/15. Additionally, the County needs to identify strategies to recruit, develop, and retain the younger generation (millennials) that will be entering the workforce.

**FUNCTION AND RESPONSIBILITIES**

The Risk Management Division provides administrative support services to assist other County departments in addressing the Board's priorities relating to the management of the County's risk exposures. It is the goal of Risk Management to reduce the County's exposure to financial loss through the administration and management of the County's insurance and safety programs. Functioning as a service and consulting organization to

County departments, Risk Management develops and maintains programs to control losses.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	13,863,621
FY2014/15 Recommended:	15,546,265
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	6

1821 Administration

This program oversees and directs the administration and management of the Liability and Workers' Compensation Programs; directs the administration and management of the Occupational Health Program; purchases commercial property insurance for County-owned and/or leased buildings, and purchases other insurance for specific risks associated with operations of various departments.

1822 Liability

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

1823 Workers' Compensation and Safety

This program assists employees in filing claims; monitors and directs administration of the Workers' Compensation program through the County's self-insurance program; provides disability management services; implements Cal-OSHA mandated loss prevention and safety programs; administers the County's Occupational Health and Safety Program; and administers the County's Employee Wellness Program.

1824 Property

This program ensures that all County property is covered by adequate property casualty insurance and works on behalf of departments and with departments to recover losses from the County's insurer.

1825 Unemployment

This Division provides unemployment insurance coverage for all County employees on a self-insured basis.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Challenge of higher costs in Workers' Compensation as the 2005 reform erodes due to new legislation being passed by the State Legislature.
- Challenge of increased risks associated with Prison Realignment (AB 109) resulting from the increased jail population and increase in claims filed by the inmates.
- Workplace Violence Prevention Policy was completed and adopted by the Board requiring increased training for all employees on a biannual basis, providing a threat assessment team for responding to workplace violence, weapons ban on County premises, and a requirement for incident reporting.
- Entered into a contract with a third party company with the purpose of reviewing the Workers' Compensation program and developing case closure recommendations, and other strategies, in order to reduce the overall cost of the program; work continues through December 2014.
- Completed new training with three departments to comply with changes to the Hazard Communication Standard regarding the Global Harmonization of chemicals that standardized the way workers are notified of chemical hazards.

**WORKLOAD INDICATORS**

During the period July 1, 2013 – February 28, 2014:

- Processed 982 FMLA/discretionary letters compared to 940 in same period in FY2012/13
- Completed 102 ergonomic evaluations compared to 88 in FY2012/13
- The number of new workers' compensation claims decreased from 175 last year to 156 this year
- Completed 124 ADA interactive meetings compared to 119 last fiscal year
- 1,091 vaccines administered for the Aerosol Transmissible Disease and Blood-Borne Pathogen CalOSHA standard vaccine requirements compared with 1,083
- 180 employees completed compliance training compared to a FY2012/13 total of 254
- Coordinated 166 pre-employment physicals compared to 86 in the prior fiscal year

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$40,375 or 0.3% in revenues and \$238,257 or 1.6% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, Fund Balance is decreased by \$197,882 or 24.9% when compared to FY2013/14 Adopted Budget.

**DEPARTMENT COMMENTS**

None.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	102,263	71,500	61,300	(10,200)	(14.3%)
Charges For Services	11,004,086	14,251,921	14,288,496	36,575	0.3%
Misc Revenue	779,843	190,000	204,000	14,000	7.4%
<b>TOTAL REVENUES</b>	<b>11,886,192</b>	<b>14,513,421</b>	<b>14,553,796</b>	<b>40,375</b>	<b>0.3%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	674,497	975,879	1,016,011	40,132	4.1%
Services and Supplies	12,039,563	13,646,703	13,828,394	181,691	1.3%
Other Charges	698,036	649,167	663,467	14,300	2.2%
Other Financing Uses	26,921	36,259	38,393	2,134	5.9%
<b>TOTAL APPROPRIATIONS</b>	<b>13,439,016</b>	<b>15,308,008</b>	<b>15,546,265</b>	<b>238,257</b>	<b>1.6%</b>
<b>NET GAIN(LOSS)</b>	<b>(1,552,824)</b>	<b>(794,587)</b>	<b>(992,469)</b>	<b>(197,882)</b>	<b>24.9%</b>
<b>STAFFING</b>					
RISK MANAGEMENT	6	8	6	(2)	(25.0) %
<b>TOTAL STAFFING</b>	<b>6</b>	<b>8</b>	<b>6</b>	<b>(2)</b>	<b>(25.0) %</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

1821 Administration

The Administration Division is funded through intra-fund transfers of \$1,294,002 to the Risk Management operating divisions. These charges are estimated to increase by \$51,546 when compared to FY2013/14 Adopted Budget.



The primary costs for the administration division are:

- Salary and benefits of \$654,016 which are projected to increase by \$39,612 primarily due to increases in PERS retirement costs and approved cost-of-living adjustments and merit increases, which are partially offset by savings in extra help and health insurance costs.
- \$61,650 in Memberships, which are decreased by \$2,350 compared to last fiscal year, covers the cost of the County's membership with CSAC as well as other risk management-related professional organizations.
- Other Professional Services of \$30,000 is primarily for legislative advocacy and representation.
- Software Maintenance and Support of \$18,900 is for an anticipated purchase of FMLA tracking software to automate current labor intensive processes.
- Other charges include countywide administrative overhead and departmental administrative overhead from the Department of Human Resources for the Director's time.

1822 Liability

The primary funding source for the Liability Division is \$4,126,874 from charges to user departments for their allocated share of liability insurance costs. These revenues are estimated to decrease by \$247,362 when compared to last fiscal year. For FY2014/15, the Department will use \$400,000 in Fund Balance to offset the cost of liability insurance for departments as a one-time savings to departments.

Other Revenue of \$204,000 is received from the Department of Health and Social Services as reimbursement for malpractice insurance payments paid on its behalf. It reflects a \$14,000 increase due to an anticipated increase in malpractice insurance costs.

The primary costs for liability are:

- Insurance – Other of \$2,989,000 reflects a decrease of \$251,196 due to preliminary insurance rates received from CSAC Excess Insurance Authority which include:
  - Primary Liability Insurance of \$833,000
  - Excess Liability Insurance of \$2,145,000
  - Cyber Liability of \$6,000
  - Special Liability Insurance Program of \$5,000
- Insurance Claims of \$441,211 for primary liability insurance payments under the \$10,000 deductible limit is \$8,790 lower than last fiscal year.
- Malpractice Insurance of \$204,000 reflects an increase of \$14,000, due to higher insurance rates.
- Non-Covered Liability Claims of \$250,000, for claims that are not covered by the Primary General Liability Program, remain the same as last fiscal year.

1823 Workers' Compensation and Safety

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 \$677,728 when compared to last fiscal year for a total recovery in FY2014/15 of \$8,689,317.

Primary costs are:

- Insurance – Other of \$2,487,000 with an increase of \$117,735 due to higher rates. Included are:
  - Excess Workers' Compensation Insurance of \$2,337,000
  - Department of Industrial Relations of \$150,000

- 
- Insurance Claims of \$4,485,917 reflect an increase of \$483,511 due to higher anticipated payouts for self-insured workers' compensation insurance claims.
  - Other Professional Services of \$1,068,006 reflect an increase of \$58,665 for the following contracts:
    - Workers' Compensation Third Party Administration Fees - \$411,019
    - Occu-Med contract - \$135,000
    - Reimbursement to the Department of Health and Social Services for Occupational Health staff costs - \$461,987
    - Occ Link for independent claims review of Workers' Compensation Program - \$50,000
    - David Smith, Licensed Ergonomist - \$10,000 for ergonomic evaluations
  - Psychological Evaluation Service of \$110,000 to cover the costs of the countywide Employee Assistance Program remains the same as last fiscal year.

#### 1824 Property

The primary funding source for the Property Insurance Division is \$1,175,389 from charges to user departments for their allocated share of property insurance expenses. These revenues are estimated to increase by \$107,837 when compared to last fiscal year.

Primary costs are:

- Insurance – Other of \$1,203,989 reflects an increase of \$144,489 due to projected higher insurance rates, as follows:
  - Property Insurance – \$1,184,389
  - Bond Insurance – \$14,100
  - Airport Liability Insurance – \$4,000
  - Watercraft Insurance – \$1,500
- Insurance Claims of \$150,000 to reimburse Fleet Management for the costs of repairing County-owned vehicles damaged in accidents or vandalism and to reimburse County departments for deductibles for property insurance claims.

#### 1825 Unemployment

The primary funding source for the Unemployment Insurance Division is cost recovery from departments through rates allocated based on number of employees and past claim experience. These revenues from charges to user departments are estimated to decrease by \$527,086 as a result of a reduction in unemployment reimbursable claims and one-time use of \$192,786 in available fund balance.

### **SUMMARY OF POSITION CHANGES**

During the FY2013/14 Budget Hearings, a 1.0 FTE Risk Analyst position was approved effective October 2013 in the Administration Division to serve as a loss prevention and control specialist responsible for implementing an effective injury and illness prevention and training program.

After a review of the County's compliance program, it was determined that the program and associated positions should be located within the Department of Health and Social Services. On May 13, 2014, the following changes were approved for the Human Resources' Risk Management Department position allocation based on the review:

- Reclassified 1.0 FTE Compliance Officer in Human Resources to 1.0 FTE Deputy Compliance and Quality Assurance Manager in Health and Social Services.
- Deleted 1.0 vacant FTE Compliance Officer.

The Recommended Budget included the proposed position changes:

- Reclassify 1.0 FTE Office Assistant III (C) to 1.0 FTE Office Assistant II (C) effective 7/6/14. The position is currently filled with an Office Assistant II (C).

In addition, Risk Management's Recommended Budget includes the continuation of an extra-help Wellness Coordinator.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**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>	
FY2013/14 Third Quarter Projection:	3,480,584
FY2014/15 Recommended:	3,499,769
County General Fund Contribution:	2,710,769
Percent County General Fund Supported:	77.4%
Total Employees (FTEs):	10

**FUNCTION AND RESPONSIBILITIES**

There are six established election dates over a two-year election cycle. Elections are scheduled in Solano County in November every year, June in even years. Additional elections may be scheduled in April in even years, and March in odd years. Mail ballot elections may be conducted in May and August of each year as well as in March of even-numbered years. Special, initiative, referendum, recall, and school bond elections are not limited to the regular election dates.

Costs for federal, state, and county elections are borne by the County, while the other jurisdictions (cities, schools and special districts) reimburse the County for the cost of conducting their elections. State special elections may be reimbursed at the discretion of the Legislature and Governor.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Worked with many districts throughout the county to help understand the financial impact of switching to the even-year election cycle. Five districts switched in 2013, and three others will switch in 2014, minimizing the election workload in odd years.
- Began new outreach programs to stakeholders, implementing a quarterly newsletter that is distributed electronically, and conducting quarterly city clerk meetings to share information.
- Implemented new tablet-based electronic pollbooks, coordinating the design and implementation with the Secretary of State, and ROV's vendor for successful deployment in 2013 Elections. The Registrar's office held an open house for stakeholders to view the tablets prior to deployment, and has worked with other counties interested in the same system on implementation issues. This system will be deployed on a countywide level in 2014 elections.
- Received grant funding from the Secretary of State to work on evaluating polling places for accessibility and to provide new voting booths for accessible use.
- Continue to evaluate changes in election processes to increase efficiencies in vote-by-mail (VBM) processing. Reduced staff processing time per VBM ballot piece.
- Worked closely with Secretary of State staff on the Statewide Voter Registration System – "VoteCal." The project is

scheduled for implementation in 2015. Solano County is playing a lead role in the deployment both by being one of five pilot counties and by chairing the VoteCal Business Process Committee helping to better align business process of all 58 counties, while helping the VoteCal system to be designed to meet the existing business processes where possible.

- Continued along with 12 other California counties to utilize federal grant money to better serve the county's active duty military, overseas voters and family members by sending ballots electronically during the VBM period.
- Implemented Radio Frequency Identification tags (RFID) for equipment tracking and returns from polling places. This new technology will speed up ROV's check-in process and help track a multitude of bags and equipment that are deployed for an election.

**WORKLOAD INDICATORS**

- ROV staff processed a total of 19,012 voter file transactions in the 2013 calendar year. Voter registration decreased by less than 1% to 208,020. ROV maintains significant efficiencies through the online registration system. Previous processes required roughly eight minutes for an operator to enter a voter transaction. That same transaction has been reduced to two minutes with the same level of accuracy and integrity.
- Consistent with previous years, VBM turnout continues at a high level and comprises a significant portion of the work for the ROV office. Approximately 55% of all voters are permanent VBM voters, of which 70% typically return their ballots each election. In addition, 20% of VBM voters return their ballots at the polls or in the ROV office on Election Day.
- ROV continues to monitor poll worker levels per precinct and look for utilizing the electronic pollbook to create efficiencies and cost savings. A reduced election size in 2013 allowed the Department to study the implementation of the electronic pollbook, and work towards improved accuracy and productivity at the polls with poll workers.
- With the implementation of the electronic pollbook project, ROV is able to start the Election Canvass with more reliable information and in a faster time period. The workload on election night has been reduced by posting the vote history from the polls electronically, and tracking equipment with RFID tags.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ELECTIONS	1,039,104	362,500	789,000	426,500	117.7 %
<b>TOTAL REVENUES</b>	<b>1,039,104</b>	<b>362,500</b>	<b>789,000</b>	<b>426,500</b>	<b>117.7 %</b>
<b>APPROPRIATIONS</b>					
ELECTIONS	3,247,335	3,637,759	3,499,769	(137,990)	(3.8) %
<b>TOTAL APPROPRIATIONS</b>	<b>3,247,335</b>	<b>3,637,759</b>	<b>3,499,769</b>	<b>(137,990)</b>	<b>(3.8) %</b>
<b>NET COUNTY COST</b>					
ELECTIONS	2,208,231	3,275,259	2,710,769	(564,490)	(17.2) %
<b>NET COUNTY COST</b>	<b>2,208,231</b>	<b>3,275,259</b>	<b>2,710,769</b>	<b>(564,490)</b>	<b>(17.2) %</b>
<b>STAFFING</b>					
ELECTIONS	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>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$426,500 or 117.7% in revenues and a decrease of \$137,990 or 3.8% in appropriations when compared to FY2013/14 Adopted Budget. As a result, the Net County Cost decreased by \$564,490 or 17.2%.

ROV primarily depends on the General Fund. To the greatest extent permitted by law, ROV costs are billed to the entities participating in a given election. Generally, State and Federal election costs are borne by the County. FY2014/15 has one scheduled election, the November 2014 Gubernatorial General Election. Costs for this election will be partially offset by revenue from participating districts. In FY2014/15, the ROV will experience an increase in revenue due to the significant increase in participating districts in the November 2014 General Election. This election’s budget reflects revenues of \$789,000 and appropriations of \$992,419.

Significant changes to ROV’s budget include:

- Labor costs reflect a decrease of \$13,608 primarily due to decreases in extra-help and workers’ compensation insurance, and offset by increases in salaries due to cost-of-living adjustments, medical insurance and retirement costs.
- Services and Supplies reflect a decrease of \$337,456 primarily due to conducting only one election in FY2014/15.
- Other Charges reflect an increase of \$212,152 primarily due to increases of \$179,478 in Countywide administration overhead (A87) and \$30,368 in CAC building use charges from the office space increase on the 6<sup>th</sup> floor.

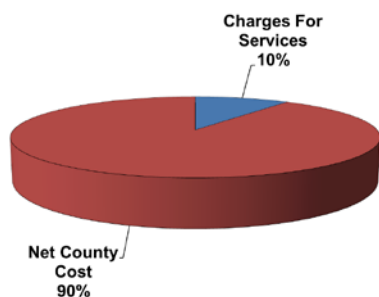
**DEPARTMENT COMMENTS**

The Recommended Budget includes a decrease in extra-help as there is only one election scheduled for FY2014/15. The overall per-election cost of extra-help and staff overtime will continue to be reduced with improved operational efficiencies.

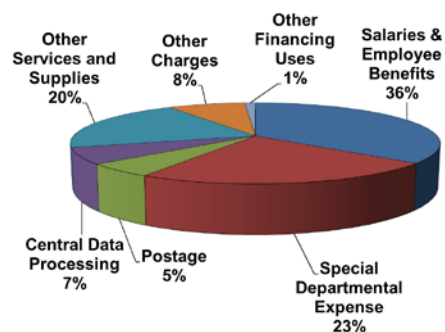
In addition, the Department continues to evaluate opportunities to reduce direct operational costs. This includes evaluation of print vendors, annual maintenance contracts, and taking advantage of state provided services where possible. Starting in 2016, ROV anticipates working with the State offices to print federally required notices to voters upon notice of a change of address through the National Change of Address (NCOA) or Department of Motor Vehicles (DMV).

By reducing the size of the odd-year consolidated district elections, the Department will experience a degree of consistency in election budgeting from year to year with each fiscal year containing only one scheduled election.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Intergovernmental Rev State	31,377	6,000	7,000	1,000	16.7%
Charges For Services	1,007,621	356,500	782,000	425,500	119.4%
Misc Revenue	106	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,039,104</b>	<b>362,500</b>	<b>789,000</b>	<b>426,500</b>	<b>117.7%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	1,188,570	1,294,893	1,281,285	(13,608)	(1.1%)
Services and Supplies	1,783,162	1,962,713	1,625,257	(337,456)	(17.2%)
Other Charges	167,762	293,439	505,591	212,152	72.3%
F/A Equipment	39,485	0	0	0	0.0%
Other Financing Uses	34,469	39,663	40,902	1,239	3.1%
Intra-Fund Transfers	33,886	47,051	46,734	(317)	(0.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,247,335</b>	<b>3,637,759</b>	<b>3,499,769</b>	<b>(137,990)</b>	<b>(3.8%)</b>
<b>NET COUNTY COST</b>	<b>2,208,231</b>	<b>3,275,259</b>	<b>2,710,769</b>	<b>(564,490)</b>	<b>(17.2%)</b>

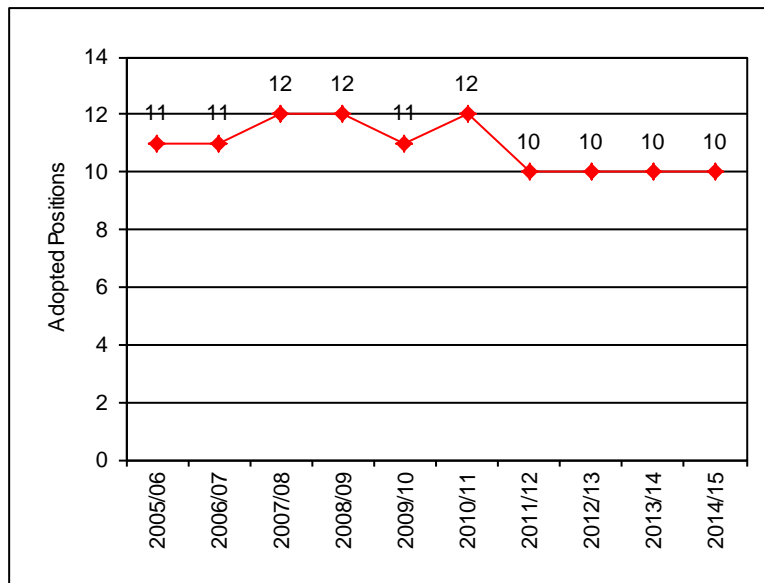
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

There is a \$564,490 decrease in Net County Cost when compared to the FY2013/14 Adopted Budget. Having one election in the fiscal year, the November 2014 General Election, which is partially offset by revenue from participating districts, results in an increase of \$426,500 in revenues. The Department also had a net increase in overhead and building charges of \$209,846 resulting from additional assigned space in the County Administration Center building.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The ROV continues to monitor school and municipal districts as legislation is drafted with the intent of moving them toward election by districts versus the previous at-large model. This will require more staff time in maintaining the additional boundaries, potentially splitting precincts, require additional ballot types/styles, and potentially require adjustments in the polling

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locations where citizens vote. Costs would also increase as more staff time would be necessary for proofing sample ballot booklets and official ballots.

The ROV continues to monitor several election bills that have been introduced to allow acceptance of VBM ballots postmarked on or before Election Day but received after Election Day. Other VBM bills would require the County to pay postage on all returned VBM ballots. While these bills would provide more convenience to voters, additional costs would be incurred by the ROV to implement each of these programs.

Solano County is now required to provide facsimile ballots and voting instructions in additional languages other than English at polling places. This includes information in Spanish, Tagalog and Chinese. The Department is actively engaging with community partners to attempt to recruit poll workers who are proficient in these additional languages to assist the voting population on Election Day.

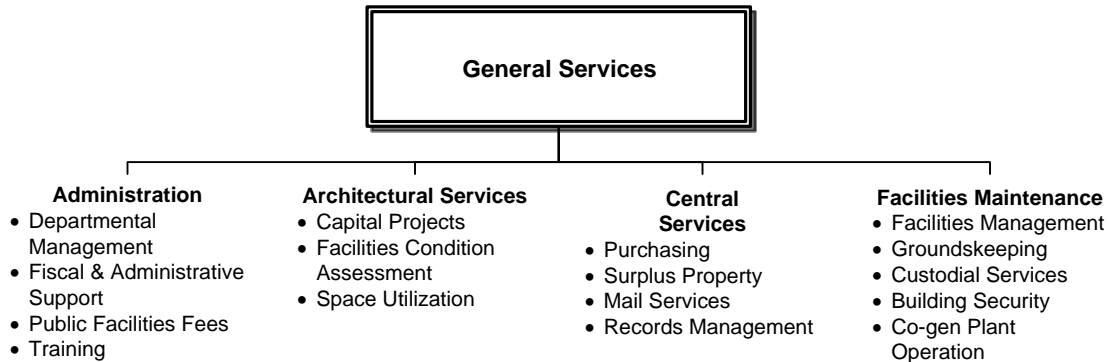
Several Bills are proposing implementation of Election Day registration (also known as conditional voter registration) prior to implementation of the statewide voter registration system (CalVoter). The ROV participates in both the business requirements/implementation committee for CalVoter, and the sub-committee on implementation of Election Day registration. This new procedure may cause additional technology costs, canvass costs, poll worker expenses, additional polling locations and materials costs in high turnout elections.

Bills at both state and the federal level are requesting jurisdictions to look into increasing early voting opportunities. This may include satellite locations and extensions of time to include Saturdays and possibly Sundays. This will increase facility cost, staff cost, and potentially technology costs to provide ballots in all styles at remote locations.

Several bills introduced in Congress focus on poll place performance and ensuring lines for voting are less than one hour. Many of the suggested strategies are already implemented in Solano County. The ROV will work with its electronic poll book system and use of pre-election planning tools to document efforts to maintain the suggested less than 30 minute wait time. These bills will potentially impact the office in federal elections where the ROV will be required to provide more polling locations, staff, equipment and resources to ensure compliance while documenting the Department's efforts.

The Affordable Care Act (ACA) will require employers to pay healthcare costs for those employees who work 30 hours per week for 90 days. The ROV is working with Human Resources to determine the impact of the ACA on ROV's extra-help hiring policies. At this time, ROV does not anticipate the ACA to impact costs until calendar year 2015.





**DEPARTMENTAL PURPOSE**

To provide our customers with a variety of reliable, quality, innovative services that promote a clean, safe and healthy place to live, learn, work and play.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	14,574,806
FY2014/15 Recommended:	16,046,269
County General Fund Contribution:	3,669,691
Percent County General Fund Supported:	22.9%
Total Employees (FTEs):	81

**FUNCTION AND RESPONSIBILITIES**

Administration

Sets departmental policies and procedures and monitors for compliance, provides financial administration and fiscal control, manages personnel and payroll, responsible for the operations of the County Events Center, and administers the County's capital projects and departmental budgets.

Architectural Services

Leads capital improvement planning and development of new and existing County facilities by providing architectural, engineering, and project management services.

Central Services

Provides support services to County departments, including purchasing, surplus property disposal, mail and courier services, and records management services.

Facilities Operations

- **Facilities Maintenance**  
 Provides comprehensive facilities management services; assists with Facilities project development and implementation; maintains HVAC systems; roofing, plumbing, electrical, keying, signage, masonry and carpentry services. In addition, Facilities Operations oversees the County's energy management functions, monitors utility usage, delivers conservation and renewable energy projects, and operates the County's Cogeneration Plant.
- **Grounds Maintenance**  
 Maintains turf areas, shrubs, trees, and other landscaping for County-owned property and provides litter removal for County parking lots in Fairfield, Vacaville and Vallejo.
- **Custodial Services**  
 Provides custodial services for County-owned/occupied buildings.

Michael J. Lango, Director of General Services  
Other General

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## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

### Accomplishments

- Implementing a new cost accounting management software system to track work effort, work orders, projects and billing. The system will increase forecasting and reporting capabilities and provide improved accountability and accuracy for General Services' facilities maintenance and projects. Implementation completion is targeted for July 1, 2014. *(Administration)*
- Continued to inventory vacant space in County-owned facilities, manage relocation of County programs to County-owned space, and develop feasibility and financial analysis to determine relocation effectiveness. *(Architectural Services / Real Estate)*
- Implemented Uniform Construction Cost Accounting for delivering construction projects up to \$175,000 by informal bidding procedures, and established a list of 105 qualified contractors including 19 local contractors (based in Solano County). *(Architectural Services)*
- Consolidated and updated the County's Records Retention Schedule and requested the Board of Supervisors Adopt a formal County-wide Records and Information Policy. *(Central Services)*
- Reduced outgoing USPS postage expenses by approximately 12% by contracting with Pitney Bowes to provide pre-sort mailing services saving approximately \$76,000 per year in postage expenses. *(Central Services)*
- Continued efforts to implement a Managed Print Services program for County Department. The objective of this program is to reduce the total cost of print output by approximately 30% annually by eliminating desktop printers and using network printing with multi-function devices (MFDs). *(Central Services)*
- Increased maintenance operations to support an additional 127,800 square feet of new Jail facilities as a result of the completion of Stanton Correctional Facility in May 2014. *(Facilities Operations)*
- Completed comprehensive Cogeneration Plant Assessment, including current plant condition, controls and equipment, operational efficiency, and cost effectiveness in relation to other market-based energy alternatives. The assessment of the Cogeneration plant confirmed that the system is reducing utility costs and improving the reliability of power for the 10 buildings served. *(Facilities Operations)*

## WORKLOAD INDICATORS

### Administration

- Responsible for the oversight and fiscal management for 14 departmental budgets, totaling over \$103 million. The budgets overseen include 2 General Fund, 1 Internal Service Fund, 4 Enterprise Funds, 3 Capital Project Funds, and 4 Special Revenue Funds. These 14 departmental budgets include 112 individual budgets requiring direct oversight and fiscal management.
- Processed over 8,700 invoices totaling over \$42 million in payments in FY2012/13. Responsible for tracking 123 County-wide utility accounts (52 Gas/Electric, 14 Garbage & 57 Water).
- Managed the cost accounting for 60 capital projects in FY2012/13 with a value of approximately \$150 million and monitored 70 associated contracts at a value of over \$75 million.
- In FY2012/13 staff completed 1,509 conference room reservations for the County Administration Center (CAC) and County Events Center (CEC).

### Architectural Services

- Initiated 27 work requests and completed 12 projects using the County's Job Order Contracting Program.
- Performed architectural design and project management services to progress 55 construction, renovation, and facility renewal projects with a total budget of over \$100 million in FY2013/14.

**Functional Area Summary**

**1117 – Fund 001-General Services  
Michael J. Lango, Director of General Services  
Other General**

- Performed professional design services on 20 projects including feasibility studies, code analyses, construction documentation, and permit drawings.
- Maintained space utilization database for 2,072,514 square feet of County facilities.

Central Services

- Processed 1,089 purchase orders and issued/processed 46 bids and RFPs from July 1, 2013 through February 2014.
- Maintained 20,445 boxes of official records under the County's Records Management Program.
- In FY2012/13, 1,981 surplus items were sold through Publicsurplus.com, returning \$82,274 back to the County General Fund. In addition, sale of scrap metal (damaged file cabinets, metal system furniture panels, etc.) and recycled toner cartridges generated \$6,028. Recycled 2,101 surplus items back into County use eliminating the need to purchase new equipment, furniture, and supplies saving an estimated \$31,906.
- Administers the County Procurement Card Program for over 200 card holders.

Facilities Operations

- Completed 5,215 work orders for the maintenance, operations and improvements of County facilities for the period of July 1, 2013 through February 2014.
- Produced over 11.5 million kilowatt/hours of electricity from the County's Cogeneration Plant and Photovoltaic Facilities. This represents 51% of the County's building electrical consumption.
- Completed 13 remodel/construction projects and 341 furniture configuration/installation projects for County departments for the period of July 1, 2013 through February 2014.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	365,167	482,302	634,060	151,758	31.5 %
ARCHITECTURAL SERVICES	596,932	860,158	915,186	55,028	6.4 %
CENTRAL SERVICES	1,308,523	1,500,054	1,812,154	312,100	20.8 %
FACILITIES MAINTENANCE	8,137,609	8,331,459	8,973,058	641,599	7.7 %
<b>TOTAL REVENUES</b>	<b>10,408,231</b>	<b>11,173,973</b>	<b>12,334,458</b>	<b>1,160,485</b>	<b>10.4 %</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	1,030,787	1,337,134	1,397,192	60,058	4.5 %
ARCHITECTURAL SERVICES	768,522	849,237	1,018,345	169,108	19.9 %
CENTRAL SERVICES	1,605,568	1,885,261	1,918,839	33,578	1.8 %
FACILITIES MAINTENANCE	9,529,990	10,633,776	11,669,773	1,035,997	9.7 %
<b>TOTAL APPROPRIATIONS</b>	<b>12,934,867</b>	<b>14,705,408</b>	<b>16,004,149</b>	<b>1,298,741</b>	<b>8.8 %</b>
<b>NET COUNTY COST</b>					
ADMINISTRATION	665,620	854,832	763,132	(91,700)	(10.7) %
ARCHITECTURAL SERVICES	171,590	(10,921)	103,159	114,080	(1044.6) %
CENTRAL SERVICES	297,045	385,207	106,685	(278,522)	(72.3) %
FACILITIES MAINTENANCE	1,392,380	2,302,317	2,696,715	394,398	17.1 %
<b>NET COUNTY COST</b>	<b>2,526,635</b>	<b>3,531,435</b>	<b>3,669,691</b>	<b>138,256</b>	<b>3.9 %</b>

Michael J. Lango, Director of General Services

Other General

STAFFING					
ADMINISTRATION	9	9	9	0	0.0 %
ARCHITECTURAL SERVICES	5	5	5	0	0.0 %
CENTRAL SERVICES	10	10	10	0	0.0 %
FACILITIES MAINTENANCE	54	56	57	1	1.8 %
<b>TOTAL STAFFING</b>	<b>78</b>	<b>80</b>	<b>81</b>	<b>1</b>	<b>1.3 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$1,160,485 or 10.4% in revenues and \$1,298,741 or 8.8% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, Net County Cost increased by \$138,256 or 3.9%.

**DEPARTMENT COMMENTS**

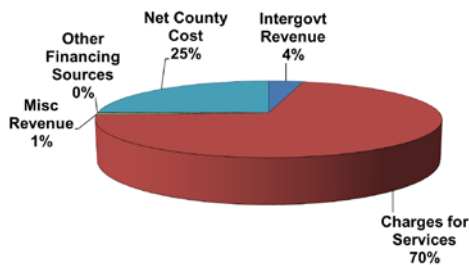
Uniform Construction Cost Accounting Act

Implemented the Uniform Construction Cost Accounting Act (UCCAA) Program administered by the State Controller’s Office that allows Information Bidding procedures and use of an Informal Bidders’ List for construction projects with total project cost \$175,000 or less.

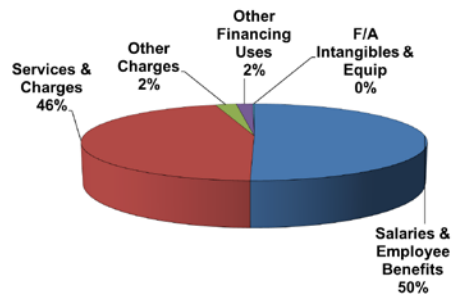
Project Management Integration

With the shift from new construction to ongoing renovation and improvement of existing County facilities, General Services is evaluating a consolidated work unit that supports facilities planning, development and management of real estate assets aligned with needs of County. Findings and recommendations will be presented to the Board in FY2014/15.

**SOURCE OF FUNDS**



**USE OF FUNDS**



**Functional Area Summary**

**1117 – Fund 001-General Services  
Michael J. Lango, Director of General Services  
Other General**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	25,188	21,836	22,436	600	2.7%
Intergovernmental Rev State	552,325	606,000	590,000	(16,000)	(2.6%)
Intergovernmental Rev Other	34,799	34,799	34,799	0	0.0%
Charges For Services	9,460,456	10,271,059	11,500,370	1,229,311	12.0%
Misc Revenue	247,343	150,185	101,253	(48,932)	(32.6%)
Other Financing Sources	88,121	90,094	85,600	(4,494)	(5.0%)
<b>TOTAL REVENUES</b>	<b>10,408,232</b>	<b>11,173,973</b>	<b>12,334,458</b>	<b>1,160,485</b>	<b>10.4%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	6,807,827	7,653,856	8,246,647	592,791	7.7%
Services and Supplies	6,062,736	6,792,706	7,443,574	650,868	9.6%
Other Charges	168,143	186,198	380,453	194,255	104.3%
F/A Equipment	0	34,585	22,901	(11,684)	(33.8%)
F/A - INTANGIBLES	0	75,000	0	(75,000)	(100.0%)
Other Financing Uses	259,609	286,072	297,852	11,780	4.1%
Intra-Fund Transfers	(363,447)	(323,009)	(387,278)	(64,269)	19.9%
<b>TOTAL APPROPRIATIONS</b>	<b>12,934,867</b>	<b>14,705,408</b>	<b>16,004,149</b>	<b>1,298,741</b>	<b>8.8%</b>
<b>NET COUNTY COST</b>	<b>2,526,635</b>	<b>3,531,435</b>	<b>3,669,691</b>	<b>138,256</b>	<b>3.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The increase in revenue of \$1,160,485 is primarily due to a change in accounting/cost recovery as required by the State, which remove the architectural services staff from the Countywide Administrative Cost Plan. Charges for architectural services will now be billed directly to the serviced departments. Increased revenues also reflect annualized charges to the Sheriff's Office for the use of additional facilities staff at the Stanton Correctional Facility offset by lower than anticipated revenues for Services and Supplies provided to outside agencies such as the Solano Transportation Authority, the courts, and the school district.

The increase in appropriations of \$1,298,741 is primarily the net result of the following:

Salaries and Benefits: \$592,791 increase in labor costs due to increases in employee wages, higher costs for employee benefits and the addition of 1.0 FTE position to enhance operational reliability and integrity of the Cogeneration Plant.

Services and Supplies: \$650,868 increase is primarily the net result of:

- Increased utilities costs due to the opening of the Stanton Correctional Facility and increases in gas rates (\$533,295).
- Decreased Purchases for Resale for supplies and materials purchased on behalf of other departments (\$89,976).
- Increased contractual and professional services costs for window washing, carpet cleaning, and for costs related to the assessment of purchasing services (\$135,255).
- Increased maintenance and building improvement costs to purchase Uninterruptible Power System (UPS) batteries facilities (\$21,533).

Intrafund Transfers: \$64,269 increase in charges for services, postage and maintenance materials provided to General Fund departments based on prior year activity and departmental project requests.

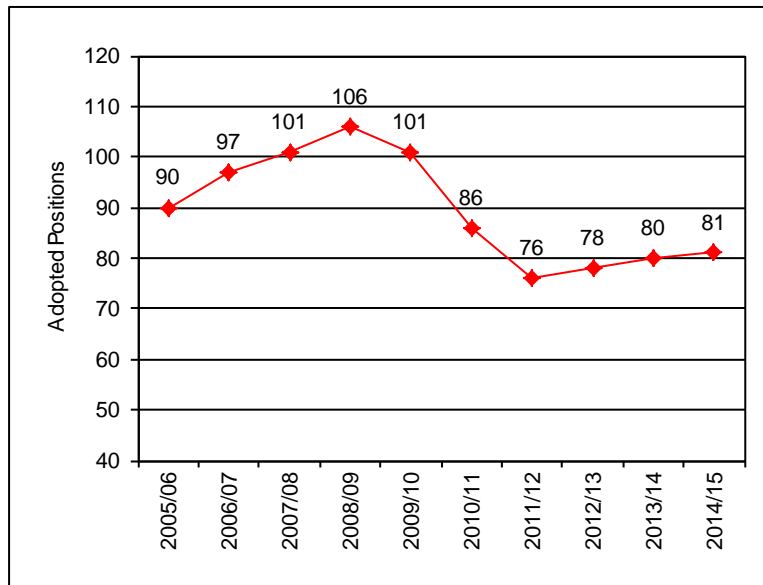
Fixed Assets: \$22,901 is included in Fixed Assets to purchase a scissor lift necessary to perform facility functions at the Stanton Correctional Facility.

**SUMMARY OF POSITION CHANGES**

The General Services Department recommends adding the following position effective October 1, 2014 to enhance operational reliability and integrity of the Cogeneration Plant.

- 1.0 FTE Plant Engine Mechanic

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budget**

**1117-General Services  
Michael J. Lango, Director of General Services  
Other General**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
1640 REAL ESTATE SERVICES	932,449	933,920	923,285	(10,635)	(1.1%)
2801 FOUTS SPRINGS RANCH	1,658,107	186,669	189,500	2,831	1.5%
3001 GEN SVCS SPECIAL REVENUE FUND	1,889	208	207	(1)	(0.5%)
3100 FLEET MANAGEMENT	4,333,299	4,677,208	4,606,038	(71,170)	(1.5%)
9000 AIRPORT	1,593,847	1,776,441	1,859,869	83,428	4.7%
9010 AIRPORT PROJECT	-	250,105	1,190,019	939,914	375.8%
<b>APPROPRIATIONS</b>					
1640 REAL ESTATE SERVICES	209,011	233,205	604,275	371,070	159.1%
2801 FOUTS SPRINGS RANCH	305,738	1,811,298	1,739,736	(71,562)	(4.0%)
3001 GEN SVCS SPECIAL REVENUE FUND	1,455	2,521	2,565	44	1.7%
3100 FLEET MANAGEMENT	4,508,008	5,972,210	4,865,367	(1,106,843)	(18.5%)
9000 AIRPORT	1,973,678	1,945,325	1,595,117	(350,208)	(18.0%)
9010 AIRPORT PROJECT	215,490	338,315	1,194,431	856,116	253.1%
<b>NET CHANGE</b>					
1640 REAL ESTATE SERVICES	723,438	700,715	319,010	(381,705)	(54.5%)
2801 FOUTS SPRINGS RANCH	1,352,369	(1,624,629)	(1,550,236)	74,393	(4.6%)
3001 GEN SVCS SPECIAL REVENUE FUND	435	(2,313)	(2,358)	(45)	1.9%
3100 FLEET MANAGEMENT	(174,709)	(1,295,002)	(259,329)	1,035,673	(80.0%)
9000 AIRPORT	(379,831)	(168,884)	264,752	433,636	(256.8%)
9010 AIRPORT PROJECT	(215,490)	(88,210)	(4,412)	83,798	(95.0%)

A summary of the budgets administered by the General Services Department is provided on the following pages.

**FUNCTION AND RESPONSIBILITIES**

Real Estate Services provides real estate and property management services in support of the County's operational and asset management needs. Real Estate Services negotiates transactions and manages the County's portfolio of real estate assets to ensure appropriate maintenance levels, minimizes operating expenses and maximizes revenues from administered leases, and evaluates disposition and development potential. In addition, Real Estate Services is responsible for administering agreements with the local Veterans groups and the franchise agreements for cable television and garbage services in the unincorporated areas of the County.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Licenses, Permits & Franchise	101,321	96,580	155,852	59,272	61.4%
Revenue From Use of Money/Prop	721,426	748,458	718,186	(30,272)	(4.0%)
Charges For Services	88,004	78,882	39,247	(39,635)	(50.2%)
Misc Revenue	21,697	10,000	10,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>932,449</b>	<b>933,920</b>	<b>923,285</b>	<b>(10,635)</b>	<b>(1.1%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	137,923	142,711	151,878	9,167	6.4%
Services and Supplies	55,879	75,442	127,875	52,433	69.5%
Other Charges	2,208	1,411	250,169	248,758	17629.9%
Other Financing Uses	5,535	5,511	5,622	111	2.0%
Intra-Fund Transfers	7,466	8,130	68,731	60,601	745.4%
<b>TOTAL APPROPRIATIONS</b>	<b>209,011</b>	<b>233,205</b>	<b>604,275</b>	<b>371,070</b>	<b>159.1%</b>
<b>NET COUNTY COST</b>	<b>(723,438)</b>	<b>(700,715)</b>	<b>(319,010)</b>	<b>381,705</b>	<b>(54.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Real Estate Division's Net County Costs reflects an increase of \$381,705 when compared to the FY2013/14 Adopted Budget. This is primarily due to the removal of Real Estate Services from the Countywide Cost Allocation Plan as a central service revenue receiving function, increased Property Insurance (\$21,348), Liability Insurance (\$8,351), and Professional Services costs (\$25,000) to cover due diligence for potential property sales/purchases. Revenues from building rental and cellular tower/land leases are also anticipated to decrease by \$30,272 due to the termination of A Child's Place lease and the USA Mobility cellular lease at the Southampton and Cement Hill cell sites. The increase in garbage franchise revenue reflects the full amount received by the County. Historically, a portion of this revenue was deposited in Resource Management. This revenue will now be transferred to Resource Management to cover their services related to Integrated Waste Management planning.

The following significant events occurred in FY2013/14:

- Purchased two real properties for future development for the expansion of County programs: a vacant 0.34-acre parcel for \$65,000 in Vallejo and a vacant 2.55-acre parcel for \$727,805 in Fairfield.
- Sold one surplus real property for approximately \$320,000 in one-time General Fund revenues.
- Negotiated two new revenue lease/license agreements for County-owned property, which increased annual revenues to the General Fund by approximately \$9,000.
- Negotiated one new revenue use agreement for County-owned property, which increased one-time General Fund revenues by approximately \$3,500.
- Negotiated one revenue license agreement extension for County-owned property, which increased annual revenues to the Airport Enterprise fund by approximately \$11,000.
- Received approximately \$8,000 in General Fund revenues from private rental events held at the County Events Center.



**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**3001 – Fund 301-General Services Special Rev. Fund Summary of Other Administered Budgets**  
**Michael J. Lango, Director of General Services**  
**Other General/Property Management**

**FUNCTION AND RESPONSIBILITIES**

The General Services Special Revenue Fund accounts for the expenditure of revenues collected or contributed to the Solano County Historical Records Commission for the maintenance of historical records on loan to the Commission for indexing and public access. The General Services Special Revenue Fund is a function of the Administrative Division of the General Services Department.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	23	8	7	(1)	(12.5%)
Charges For Services	341	200	200	0	0.0%
Misc Revenue	1,525	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,889</b>	<b>208</b>	<b>207</b>	<b>(1)</b>	<b>(0.5%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	1,081	2,004	2,259	255	12.7%
Other Charges	374	517	306	(211)	(40.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>1,455</b>	<b>2,521</b>	<b>2,565</b>	<b>44</b>	<b>1.7%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(435)</b>	<b>2,313</b>	<b>2,358</b>	<b>45</b>	<b>1.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget reflects revenues of \$207 and appropriations of \$2,565. This budget is financed primarily by the available fund balance. Appropriations reflect anticipated office expenses, postage and other costs associated with small projects. Revenues reflect user photocopy charges.

The Department requests that all fund balance available at the end of FY2013/14 be transferred to the operating budget for use in support of the Historical Records Commission.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**DEPARTMENTAL PURPOSE**

Fleet Management is responsible for providing comprehensive services for all vehicle equipment needs for County Departments, three cities and four special districts within Solano County.

**FUNCTION AND RESPONSIBILITIES**

Fleet Management is responsible for providing the following services: monthly and daily vehicle rentals, equipment maintenance and repair, management of five fuel sites, and acquisition and disposal of vehicles and equipment. Fleet Management is a division of the General Services Department.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Maintained the low level of mobile-source air pollution from Solano County operations with approximately 90% of fleet vehicles qualified as certified low emission.
- Maintained the percentage of hybrid and electric vehicles at 6% of the light equipment fleet (28 of 463 vehicles).
- Increased the number of light equipment vehicles in the fleet that are capable of operating on E85 alternative fuel from 33% to 39% (180 of 463 total vehicles).
- Improved the mechanic to vehicle ratio from 128 vehicles to 100 vehicles by the addition of an Equipment Services Worker in FY2013/14 to reduce delays in performing maintenance and repair of vehicles, as well as response to roadside breakdowns.

**WORKLOAD INDICATORS**

- Maintains and services 463 County vehicles including 91 vehicles leased to outside agencies.
- Maintains and services over 125 Department owned vehicles including road graders, loaders, and other public works heavy equipment.
- Maintains and services 12 emergency building generators at County owned properties.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$71,170 or 1.5% in revenues and an increase of \$46,698 or 1.0% in appropriations when compared to the FY2013/14 Adopted Budget.

The primary funding source for the Fleet Management Division is Charges for Services. Revenues of \$4,606,038 represent a decrease of \$71,170 when compared to the FY2013/14 Adopted Budget. This revenue is primarily comprised of Vehicle Rental Fees, Other Charges for Services, and Fuel and Oil Delivery.

The increase in appropriations represents increases in fuel and oil prices, as well as increased usage of the vehicle pool.

The primary costs for the Division are:

- Salaries and Employee Benefits, which reflects an increase of \$41,814. This increase represents general increases in salaries, health and retirement benefits.
- Services and Supplies, which is estimated to increase by \$106,266 due to an increase in public safety vehicle outfitting costs.
- Other Charges, which is estimated to increase by \$28,091 due to increased Countywide Administrative Overhead costs.
- Equipment, which is expected to increase by \$220,925 due to more vehicles requiring replacement in FY2014/15 based on the replacement schedule and more vehicles reaching their expected useful life, as well as the purchase of a hazmat containment shed and a shower/toilet trailer.
- Other Financing Uses of \$35,258 represents a decrease of \$350,398 primarily due to a prior year transfer of \$350,000 to the Accumulated Capital Outlay Fund to fund the Rio Vista Fuel Tank Replacement project.

**DEPARTMENT COMMENTS**

Revenue decreases have resulted from County departments and contracted outside agencies reducing the number of vehicle leases and usage of fleet vehicles. Countywide budgetary constraints have resulted in a total fleet size reduction of 50 vehicles (10%), from a high of 513 vehicles in FY2008/09 to the current 463 vehicles. The turn-in of vehicles on monthly leases has resulted in related savings in operations to departments and decreases in offsetting reimbursements for Fleet operations.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	17,061	10,000	10,000	0	0.0%
Charges For Services	4,066,585	4,120,754	4,442,624	321,870	7.8%
Misc Revenue	69,457	93,088	68,707	(24,381)	(26.2%)
Other Financing Sources	180,196	100,888	84,707	(16,181)	(16.0%)
From Reserve	0	352,478	0	(352,478)	(100.0%)
<b>TOTAL REVENUES</b>	<b>4,333,299</b>	<b>4,677,208</b>	<b>4,606,038</b>	<b>(71,170)</b>	<b>(1.5%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	859,980	958,776	1,000,590	41,814	4.4%
Services and Supplies	1,921,074	1,947,152	2,053,418	106,266	5.5%
Other Charges	101,060	246,710	274,801	28,091	11.4%
F/A Equipment	438,961	1,280,375	1,501,300	220,925	17.3%
Other Financing Uses	33,392	385,656	35,258	(350,398)	(90.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>3,354,467</b>	<b>4,818,669</b>	<b>4,865,367</b>	<b>46,698</b>	<b>1.0%</b>
<b>NET GAIN(LOSS)</b>	<b>978,832</b>	<b>(141,461)</b>	<b>(259,329)</b>	<b>(117,868)</b>	<b>83.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**DEPARTMENTAL PURPOSE**

The General Services Department is responsible for providing a safe, convenient, well-maintained regional airport facility 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 State and Federal grants in addition to administering day-to-day maintenance and operation of the Airport.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Leased previously vacant office space and aircraft hangar space generating additional Airport revenue.
- Worked extensively with the City of Vacaville and Solano Economic Development Corporation with ongoing recruitment of aviation manufacturing to Vacaville and the Nut Tree Airport, and establishment of the Jimmy Doolittle Center of Patriotism adjacent to the Airport.
- Completed the Nut Tree Airport Master Plan and associated Environmental Impact Report, adopted by the Board of Supervisors in November 2013.
- Revamped and updated the Airport Capital Improvement Plan (ACIP) for 2014 – 2019 for Federal Aviation Administration (FAA) funding eligibility of airport capital projects.
- Hosted the 2013 Mustangs & More event providing adults and children with the opportunity to experience the Airport, take an airplane ride, and to watch historic military war-birds. The one-day event was attended by an estimated 2,700 people with over 85 aircraft and 35 classic automobiles on display.

**WORKLOAD INDICATORS**

- Plan and implement airport capital projects and obtain State and Federal funding.
- Prepare an Airport Business Development Plan to identify business and aviation development opportunities.
- Manage, operate and maintain airport fueling systems, services and retail sales.
- Manage, lease and maintain 69 County hangars. Administer 39 private corporate ground leases, seven office space leases, and an average of 45 airplane tie-down rentals.
- Maintain and operate 285 acres of Airport property, infrastructure and airfield systems including runway and taxiway lighting and landing systems; water, sewer and storm drainage systems; storm water pollution prevention; weed control and abatement, and repair of airfield facilities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$83,428 or 4.7% in revenues and an increase of \$103,903 or 7.0% in appropriations when compared to the FY2013/14 Adopted Budget.

The primary funding sources for the Airport include:

Property Tax revenues in the amount of \$312,348 which reflects an increase of \$23,657 or 8.2% when compared to the FY2013/14 Adopted Budget. This increase is primarily due an increase in real estate activity.

Revenue from leases and rentals in the amount of \$533,154, which reflects an increase of \$12,733 or 2.4% due to the leasing of previously vacant office space and aircraft hangar space.

Charges for Services in the amount of \$977,851, which reflects an increase of \$47,243 or 5.1% primarily due to an increase in recovered fuel costs.

The primary costs for the Airport include:

Salaries and Employment Benefits of \$348,065, which represents an increase of \$13,579 or 4.1% due to increases in wages and benefits.

Services and Supplies of \$1,054,320, which represents an increase of \$2,755 or 0.3% which is primarily due to increased costs of fuel for resale, offset by decreases liability insurance and professional services.

Other Charges of \$39,191, which represents a decrease of \$53,127 or 57.5% largely due to a reduction in Countywide Overhead costs.

**DEPARTMENT COMMENTS**

The Airport is planning for the future and will develop a business plan in order to identify and support the development of short and long-term capital facilities and additional business development and revenue opportunities.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Taxes	331,418	288,691	312,348	23,657	8.2%
Revenue From Use of Money/Prop	491,055	520,421	533,154	12,733	2.4%
Intergovernmental Rev State	13,827	13,921	13,709	(212)	(1.5%)
Charges For Services	725,521	930,608	977,851	47,243	5.1%
Misc Revenue	18,314	22,800	22,807	7	0.0%
Other Financing Sources	13,712	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,593,847</b>	<b>1,776,441</b>	<b>1,859,869</b>	<b>83,428</b>	<b>4.7%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	341,020	334,486	348,065	13,579	4.1%
Services and Supplies	869,237	1,051,565	1,054,320	2,755	0.3%
Other Charges	295,288	92,318	39,191	(53,127)	(57.5%)
F/A Equipment	0	0	16,257	16,257	0.0%
Other Financing Uses	12,790	12,845	12,990	145	1.1%
Intra-Fund Transfers	1,233	0	124,294	124,294	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>1,519,568</b>	<b>1,491,214</b>	<b>1,595,117</b>	<b>103,903</b>	<b>7.0%</b>
<b>NET GAIN(LOSS)</b>	<b>74,280</b>	<b>285,227</b>	<b>264,752</b>	<b>(20,475)</b>	<b>(7.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no changes to position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget is used for Airport improvement projects of which a percentage is funded through State and Federal Aviation Administration (FAA) grants.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$939,914 or 375.8% in revenues and \$856,116 or 253.1% in appropriations when compared to the FY2013/14 Adopted Budget. The increase in revenues reflects anticipated revenue from the FAA and from the City of Vacaville for the Runway Threshold Shift Design project and the Nut Tree Airport Master Plan. The increase in appropriations represents the funding for the above two listed projects, as well as the Airfield Pavement Rehabilitation Project.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Intergovernmental Rev State	0	142,105	0	(142,105)	(100.0%)
Intergovernmental Rev Federal	0	108,000	1,138,500	1,030,500	954.2%
Misc Revenue	0	0	51,519	51,519	0.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>250,105</b>	<b>1,190,019</b>	<b>939,914</b>	<b>375.8%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	216,724	338,315	1,316,519	978,204	289.1%
Other Charges	0	0	2,206	2,206	0.0%
Intra-Fund Transfers	(1,233)	0	(124,294)	(124,294)	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>215,491</b>	<b>338,315</b>	<b>1,194,431</b>	<b>856,116</b>	<b>253.1%</b>
<b>NET GAIN(LOSS)</b>	<b>(215,491)</b>	<b>(88,210)</b>	<b>(4,412)</b>	<b>83,798</b>	<b>(95.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Airport will need to generate sufficient revenue in the future to provide for required local matches toward State and Federal grants. Three capital projects are proposed for FY2014/15: 1) The Nut Tree Airport Master Plan; 2) The Runway Threshold Shift Design Project; and 3) The Airfield Pavement Rehabilitation Project.

The Nut Tree Airport Master Plan currently identifies a shift in the Airport runway thresholds to address an existing runway safety area issue. Phase II of the Runway Threshold Shift is planned for FY2014/15. This project will also include the construction of Taxiway B, connecting the proposed ICON Aircraft manufacturing plant to the runway. Taxiway B will be funded by ICON Aircraft, unless the FAA determines the taxiway to be eligible for Airport Improvement Program (AIP) Funding. The Runway Threshold Shift Project is considered a high funding priority by the FAA. This runway project is eligible for 90% funding through the FAA Airport Improvement Program, and has been identified for AIP funding in 2014.

The Airport plans to assess all pavements on the airport and to prepare the Airport Pavement Management Plan and any necessary designs to rehabilitate pavement areas that are in need of repair. The Pavement Rehabilitation Project is eligible for 90% funding through the FAA.

**FUNCTION AND RESPONSIBILITIES**

The Solano County Board of Supervisors approved the closure and termination of operations at the Fouts Springs Youth Facility effective August 2011.

Operational responsibility for the facility and its operating permits along with the budget unit and the allocation for 0.60 FTE part time staff have been transferred to the Department of General Services. The Department of General Services oversees the maintenance and safeguard of the grounds and facilities and is serving as lead in the decommissioning process to terminate the Special Use Permit with the U.S. Department of Agriculture/Forest Service who owns the land. The decommissioning process is anticipated to be completed by June 2015.

**DEPARTMENTAL BUDGET SUMMARY**

As part of the FY2012/13 Adopted Budget, the Board approved funding in the amount of \$1.5 million to support decommissioning efforts. At this time, the General Services Department is estimating the cost of demolition and removal to reach \$1.55 million.

The Recommended Budget represents an increase of \$2,831 or 1.5% in revenues, and an increase of \$66,611 or 4.0% in appropriations when compared to the FY2013/14 Adopted Budget.

The appropriations included in the Recommended Budget cover the cost of decommissioning (\$1,550,236), as well as the costs for maintenance and security of the facility (\$104,006), including a part-time building maintenance staff on site (\$85,494). With the closure of the facility, program revenues, along with State and Federal grants, have stopped. Therefore, all costs associated with this facility are funded by the General Fund. It is anticipated that decommissioning process will be completed in FY2014/15.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	1,276	0	2,000	2,000	0.0%
Misc Revenue	(12,307)	0	0	0	0.0%
Other Financing Sources	1,669,138	186,669	187,500	831	0.4%
<b>TOTAL REVENUES</b>	<b>1,658,107</b>	<b>186,669</b>	<b>189,500</b>	<b>2,831</b>	<b>1.5%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	81,022	79,432	82,684	3,252	4.1%
Services and Supplies	83,318	1,589,925	1,653,242	63,317	4.0%
Other Charges	476	1,000	1,000	0	0.0%
Other Financing Uses	2,750	2,768	2,810	42	1.5%
<b>TOTAL APPROPRIATIONS</b>	<b>167,565</b>	<b>1,673,125</b>	<b>1,739,736</b>	<b>66,611</b>	<b>4.0%</b>
<b>NET GAIN(LOSS)</b>	<b>1,490,542</b>	<b>(1,486,456)</b>	<b>(1,550,236)</b>	<b>(63,780)</b>	<b>4.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

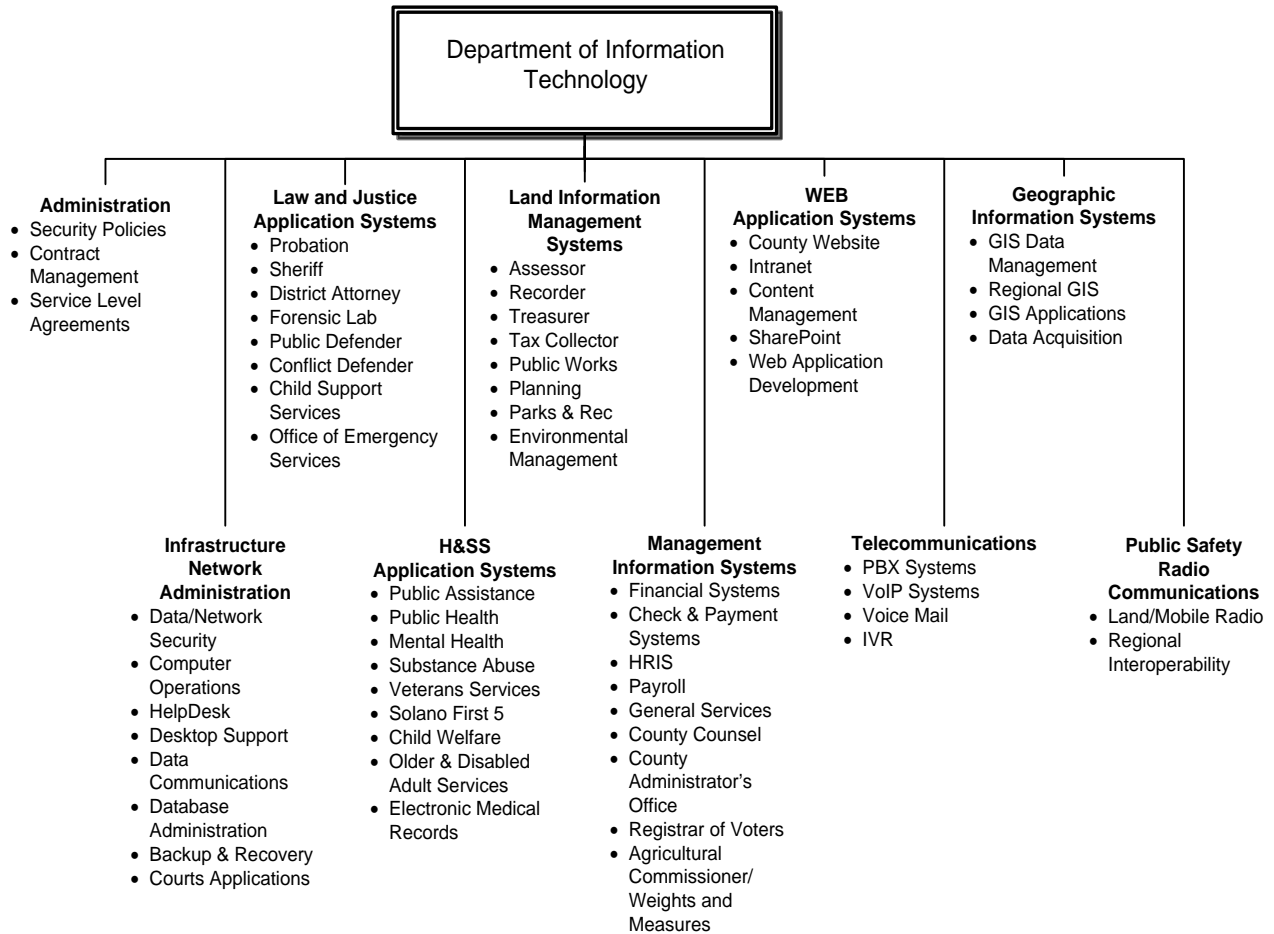
None.

**SUMMARY OF POSITION CHANGES**

Changes in the Fouts Springs' position allocation from the FY2013/14 Adopted Budget are provided below:

- In May 2014, as part of the Third Quarter Report, the Board of Supervisors approved the extension of the 0.60 FTE limited term Building Trades Mechanic (Lead) which was due to expire on June 30, 2014 to June 30, 2015 to complete the decommissioning process.





**DEPARTMENTAL PURPOSE**

The Department of Information Technology (DoIT) develops, implements and supports computing and communications technologies and provides related technical services in support of the County's business processes. DoIT supports all County departments in automating and improving the delivery of programs and services to the public.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	19,017,993
FY2014/15 Recommended:	20,605,503
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	46.0

**FUNCTION AND RESPONSIBILITIES**

DoIT is responsible for providing information technology and communications infrastructure and software application development and support services to all County departments. It carries out this responsibility through ten divisions. Six divisions, organized by business area, provide application development and management services to departments. Three divisions provide infrastructure support for all computing technologies, telecommunications, and public safety radio communications. The Department also includes one administrative division responsible for fiscal activities, security and operational policies and project coordination.

Ira Rosenthal, Chief Information Officer  
Other General

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## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

DoIT has been addressing the cost of the County's information technology budget since 2004 through consolidation, implementation of virtualization technologies and staff reductions. Staff total, including Xerox contractor staff was 115.0 FTEs in 2004. The DoIT workforce is currently at 89.5 FTEs (45.0 County and 44.5 Xerox contractors) or a total reduction of over 22%. This comes at a time when the County is in need of automation to carry out mandated activities and implementing new productivity improving tools like mobile technology, new case management applications, Electronic Health Records, and automation for the County jail facilities. However, DoIT, with the support of its business partners in departments throughout the County, has been able to make significant progress in improving the technology tools and capabilities available to County users, and in the automation of business processes.

- Business Process Automation and Workflow
  - Continued the deployment and maintenance of over 176 Documentum-based imaging applications to significantly reduce paper storage requirements and minimize search and retrieval of documents in various departments. Started work on integrating the Documentum Application Programming Interface with Solano County Integrated Property System (SCIPS) to allow viewing of historical assessment documentation.
  - Continue participation on the Records Information Management (RIM) initiative. DoIT expects to make additional investments in Documentum tools and to deploy many new applications in conjunction with this Countywide Records Management Project.
  - Geographical Information System (GIS) completed the development of the Countywide Fire Run Books and Law Enforcement Beat Books for fire districts and law enforcement agencies throughout the region. Using the U.S. National Grid system as a standard increases mutual aid effectiveness across jurisdictional boundaries.
  - GIS completed the Solano Transportation Authority MAPS Pilot Project; a project management portal designed to centralize the coordination of information on various projects in the region.
  - Expanded the use of Granicus to include the Civil Service Commission agenda workflow and the Sheriff's Office semi-annual Oath of Office video streaming; added 28 additional users to the Legislative Management Suite. Project planning has started to add the First 5 Solano Children and Families Commission and the Planning Commission to the Legistar system.
  - Implemented the SouthTech suite of applications for the County Clerk's office. The following modules were implemented: eMarriage, eMarriageScheduler, eFBN, eNotary, ProcessServer, LegalDocAssist, PPC, UnlawfulDetainerAssistant; and consolidating previously standalone applications or processes into a single suite. These applications share the pre-existing infrastructure used by the Registrar of Voters SouthTech applications suite.
  - Implemented the Accela automation suite for Resource Management. The system consolidates all the building permit types (building, planning, public works (encroachment, grading) and environmental health (septic, soil evaluation, and well permits) onto a single platform, streamlining administration and management of the permitting process. Integrated GIS to alleviate duplication of property information. Implemented Accela Mobile Office (for inspectors), and Accela Citizen Access – a portal for the public to be able to view the status of their permits and for contractors to apply for simple building permits. Implemented the license module (business licenses). Work continues on the implementation of the service request module.
  - Utilized SharePoint to implement workflow efficiencies between Courts, District Attorney (DA), Sheriff Custody, and Probation. (Management of Intent Not to Prosecute, Jail No Shows, Jail Arraignments, Court Appearances).
  - Created the Solano Technology Work Group with representatives from the Courts, DA, Probation, Sheriff, and each Solano Law Enforcement Agency to formalize a framework for communication and collaborate on technology and data sharing projects across Law and Justice Departments, Courts, and Solano Law Enforcement Agencies.
- New System Development and Implementation
  - Completed the Regional GIS Consortium Memorandum of Understanding for the funding and acquisition of aerial imagery.

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- Continue planning and implementation for two Health Information Exchange (HIE) systems that will be used to exchange health information. The internal Mirth Connect system will be used to communicate information directly between the Public Health Electronic Health Record System (NextGen), the Mental Health Electronic Health Record System (Avatar) and the Public Health County laboratory system (LIMS). The regional HIE (Solano County HIE) will be developed by the SIMI group and will exchange information between the County's Electronic Health Records (EHRs) and external entities such as other regional clinics, hospitals, immunization registries, radiology departments, and the Public Health syndromic surveillance system. Data will be maintained at the Solano County data center.
  - Planning and implementation of the NextGen Patient Portal to allow the Public Health Clinic patients to electronically interact with their providers and clinic staff. Some patient portal features include the ability to send an email to the provider, request an appointment and check lab results. This functionality is a requirement of the federal government's Meaningful Use program.
  - Enhancement and development of NextGen templates to streamline the data input by providers and clinic staff, resulting in better patient care and higher productivity.
  - Development of enhanced NextGen management reports to track productivity, tasks and revenue for H&SS management staff.
  - Upgrade of NextGen EHR system to version 5.8/8.3 to meet ICD-10 coding requirements for billing Medicare and MediCal. Deadline for upgrade to ICD-10 is October 1, 2014. Failure to meet this deadline could result in loss of funding from some payers.
  - Upgrade of Avatar EHR system to meet ICD-10 coding requirements for billing Medicare and MediCal. Deadline for upgrade to ICD-10 is October 1, 2014. Failure to meet this deadline could result in loss of funding from some payers.
  - Development of enhanced Avatar management reports to track productivity, provider claims, and revenue for H&SS management staff.
  - Continue planning and implementation of the Avatar EHR System for H&SS Mental Health and Substance Abuse Divisions. Like the NextGen EHR, Avatar automates processes to help provide better services to county residents as well as put the County in compliance with Federal mandates for electronic health records. The first phase of the system went in to production on July 1, 2013. The second phase, which includes the clinical modules, will go live in May 2014.
  - Planning and migration of the CalWIN County Information Server (CIS), Prenatal Care Guidance (PCG) system, and local data-marts from Oracle to SQL Server.
  - Continued expanding the implementation of the County's standardized credit card acceptance and processing solution through the installation of 12 point-of-sale terminals, 10 virtual terminals allowing departments to accept credit and debit cards and providing a convenient service to the public. Additionally, DoIT assisted with the development of online payment web portals for First 5 Solano (donations) and Agriculture/Weights and Measures (license renewals) and coordinated the development of the Application Programming Interface for Resource Management's Accela Automation permitting system's online payment portal.
  - Continued the implementation of the Assessor's Office acquisition of an automated valuation module to streamline the valuation and enrollment of property changing ownership. Scheduled to go into production the first quarter of FY2014/15.
  - Continued implementation and deployment activities for the IntelliTime system which will improve payroll processing controls, improve productivity, enable time-study enhancements and assist in the scheduling of staff resources.
  - Complete the project to replace the Inmate Management System with a newly selected system. Development and implementation will coincide with the construction of the new Stanton Correctional Facility. The system will integrate with the facility's security systems and interface to numerous custody support systems. The new system will allow for more efficient operations due to data sharing across systems (AFIS, Records, Jail, Probation, commissary, etc.) and the ability of custody officers to access data via tablets or other "smart" devices. This project has an extremely tight timeline as dictated by the construction schedule and the State's funding/reimbursement schedule.

Ira Rosenthal, Chief Information Officer

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- Continue the implementation of a Custody Video Visitation system for all of the jail facilities. This web-based video visitation system will function as a long-term strategic system for the Sheriff's Office that will increase safety, improve efficiency, reduce costs associated with staffing, transportation of inmates, probation and parole visits, attorney visits and public visits, and allow inmates to continue relationships with family and friends while incarcerated. Full function of this system depends on an interface to the new jail system.
  - Deploy collaborative Solano-Criminal Justice Information System (CJIS) SharePoint sites in the Solano Public Safety wide area network (WAN) accessible by the Law and Justice departments (Sheriff, Probation, DA, Public Defender, DCSS) and Solano Law Enforcement partners (Vallejo, Fairfield, Vacaville, Suisun, Benicia, Dixon, Rio Vista). Develop aggregate reports on the CJIS SQL Server Reporting Services here for access to and by all Law and Justice partners.
  - Extract historical mug shot data for migration into the new jail system. Develop a local repository of historical non-booking photos and retire the current end-of-life Imagetrak mug shot system.
  - Complete the Sheriff's Office migration from vehicle mobile data computers that operate on Solano's aging Radio Frequency (RF) Data Network to a broad band cellular carrier solution. This solution also allows the vehicles to be their own secured "hot spot" so mobile devices can utilize the cellular connection. This technology is much more complicated than the old RF equipment and requires a much higher level of management/maintenance.
  - Plan and implement a new case management system for the District Attorney (DA). Upon successful completion of the DA's portion of the system, begin planning and implementation of the system for the Public Defender and the Probation Department. The new system will allow for the sharing of case files between departments, as well as outside agencies and attorneys. The new case management system is part of an integrated criminal justice system that will eventually replace the systems used by the Public Defender and Probation.
  - Continued the upgrade of the Integrated Financial Accounting System (IFAS), Property Tax System, and the PeopleSoft Human Resources/Payroll system:
    - Completed the PeopleSoft hardware platform upgrade, and installation of the upgrade path from PeopleSoft 8.8 through 9.1 and onto 9.2. Work is continuing to move modifications and customizations from the previous version of the software to the upgrade environment. Extensive end-user testing is expected to be performed and system moved into production by the end of the calendar year 2014.
    - The Property Systems completion is scheduled for the end of FY2013/14.
    - Began the implementation of SunGard's OneSolution, the next generation finance and accounting systems to replace IFAS. Completed initial data migration, server installation, and software installation.
  - Infrastructure Improvements
    - Completed a major upgrade of the County's Voice over Internet Protocol (IP) system which will enable (unified messaging, instant messaging, etc.).
    - Replace the County's storage area network (SAN) with new technology to enable continued growth in data storage and improved performance. The new SAN will take advantage of solid-state storage technology and automated data tiering to better utilize resources and optimize through-put at reduced costs. Implement an on premise, secure file sharing pilot using our new SAN and the Syncplicity software application to respond to attorneys' needs to share data and for Child Welfare Services (CWS) Court noticing.
    - Continue to upgrade to the latest versions of Active Directory services and server operating systems and retire all Microsoft 2003 products. Upgrades will maintain integrity of all County systems and business applications.
    - Pilot the use of Office365 a cloud-based hosting solution for Microsoft Exchange, Office, and SharePoint. Office365 would eventually replace a number of security appliances and enhance overall resiliency in a disaster, provide tools for legal discovery, provide extended data storage, and provide additional tools for securing and encrypting data and e-mail.
    - Continue to pilot technology to enable desktop virtualization. Desktop virtualization will allow users of mobile devices to have access to all of their desktop applications and resolve many interoperability issues between traditional desktop

applications and mobile device operating systems. Virtualization will also allow users to “stream” desktops to less expensive “thin” PC devices and enhance security over county/client data.

- Continue implementation of Mobile Device Management control software to improve security over both County-owned and employee-owned mobile devices.
- Continue the phase-out of the Oracle database management software in order to optimize costs and use of technical skills.
- Plan for and implement a new system center suite of software to consolidate a multitude of technology management tools (some of which are reaching end-of-life), reduce costs, and improve productivity. The software suite includes Service Desk, system provisioning, automated software deployment, server backup, desktop virus prevention, operations scheduling and management.
- Deployed in-vehicle mobile GIS mapping clients to 170 first responders under a Homeland Security grant obtained by the Office of Emergency Services (OES).
- Pilot tested and deployed new cellular broad-band data communications to the Sheriff's patrol vehicles. This project will allow the County to comply with Department of Justice (DOJ) mandate for “2<sup>nd</sup> Factor Authentication” for all vehicle computers as of September 2013 (capability is not supported by the County's current radio frequency network), and a Federal Communications Commission (FCC) mandate for narrow banding of the County's data radio frequency (capability is not supported by County's current vehicle radio modems). DoIT is testing a trunk-mounted cellular modem that will create a secured “Wi-Fi” zone around the car to connect the vehicle laptop and other smart devices back to the County.
- Continue to build-out and improve the Solano Public Safety WAN. The network space that previously only hosted the Sheriff's California Law Enforcement Telecommunications System (CLETS) server, has been developed into a secure network area for hosting regional law enforcement shared resources. This area provides a regional criminal justice information system (CJIS) network including:
  - A SharePoint environment that will function as a regional “data store” for the County's CAD, RMS, Mobile, and FBR systems. A separate, secured network hosts this server so that it is accessible by the appropriate County departments, and also every Solano law enforcement agency that connects to DOJ/CLETS via the Sheriff's Office.
  - An Active Directory Domain with multiple security zones has been created to secure user-access to the shared resources, connection to California DOJ, as well as every Solano CLETS agency, Contra Costa County Sheriff, and Sacramento County Sheriff.
  - A network, security equipment and software that will be supplemented with additional security equipment and intrusion detection/prevention capabilities.
  - A “virtual server farm” with equipment that can host multiple servers within a robust, redundant environment. Eight servers have been virtualized so far, reducing data center power consumption and heat output.
- Plan, design and implement the data network and telecommunication infrastructure needs for the Claybank upgrade project, the Stanton Correctional Facility, the new animal shelter, and the Cordelia warehouse. Complete the data network and telecommunications build-out for these facilities and start infrastructure planning and design activities for the SB 1022 training facility.
- Complete the infrastructure enhancements needed to support a video courtroom system for the Stanton Correctional Facility that will allow for conferencing with attorneys and the Courts.
- Implement public safety radio system improvements including connections to Contra Costa County and Sacramento County Sheriff's Offices, as well as, the Bay Loop. These microwave connections will be used to increase interoperability and data sharing between County law enforcement agencies.

Ira Rosenthal, Chief Information Officer

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**WORKLOAD INDICATORS**

- During the period of March 1, 2013 to February 28, 2014, there were a total of 18,486 work orders and trouble tickets received by the Helpdesk. Of the trouble tickets received there were: Three Priority 1 Incidents, 23 Priority 2 Incidents, 1,058 Priority 3 Incidents, and 9,206 Priority 4 Incidents reported to the Helpdesk and resolved within published service level targets.
- 343 servers, of which 149 are physical and 194 are virtual, and over 146 terabytes of data were maintained in operation and exceeded the 99.9% system availability service level threshold.
- Over 4,000 PCs, 3,700 telephones, 1,700 printers, and 720 network devices are supported across 27 wide-area network locations.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
DOIT-ADMINISTRATION	715,207	762,767	819,637	56,870	7.5%
INFRASTRUCTURE	8,276,569	8,807,350	9,456,580	649,230	7.4%
LAW & JUSTICE APPLICATION SYSTEMS	586,872	750,909	1,073,666	322,757	43.0%
H&SS APPLICATION SYSTEMS	1,249,194	1,447,264	1,664,909	217,645	15.0%
MANAGEMENT INFORMATION SYSTEMS	1,534,072	1,484,561	1,880,292	395,731	26.7%
LAND INFORMATION MANAGEMENT SYSTEMS	2,176,486	2,283,551	2,122,408	(161,143)	(7.1%)
WEB APPLICATION SYSTEMS	625,760	662,599	690,607	28,008	4.2%
GEOGRAPHIC INFORMATION SYSTEMS	936,207	1,086,890	1,298,669	211,779	19.5%
TELECOMMUNICATIONS	1,556,598	1,555,875	1,548,271	(7,604)	(0.5%)
PUBLIC SAFETY RADIO COMMUNICATION	366,026	387,663	390,994	3,331	0.9%
<b>TOTAL REVENUES</b>	<b>18,022,991</b>	<b>19,229,429</b>	<b>20,946,033</b>	<b>1,716,604</b>	<b>8.9%</b>
<b>APPROPRIATIONS</b>					
	134,702	134,702	-	(134,702)	(100.0%)
DOIT-ADMINISTRATION	721,972	765,494	829,056	63,562	8.3%
INFRASTRUCTURE	8,114,963	9,735,604	9,767,330	31,726	0.3%
LAW & JUSTICE APPLICATION SYSTEMS	586,615	753,717	1,083,386	329,669	43.7%
H&SS APPLICATION SYSTEMS	1,249,670	1,466,588	1,670,073	203,485	13.9%
MANAGEMENT INFORMATION SYSTEMS	1,581,377	1,432,350	1,632,322	199,972	14.0%
LAND INFORMATION MANAGEMENT SYSTEMS	2,397,384	2,475,851	1,677,121	(798,730)	(32.3%)
WEB APPLICATION SYSTEMS	576,536	670,790	695,771	24,981	3.7%
GEOGRAPHIC INFORMATION SYSTEMS	864,336	1,093,321	1,310,947	217,626	19.9%
TELECOMMUNICATIONS	1,382,864	1,540,865	1,548,501	7,636	0.5%
PUBLIC SAFETY RADIO COMMUNICATION	449,235	477,167	390,996	(86,171)	(18.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>18,059,654</b>	<b>20,546,449</b>	<b>20,605,503</b>	<b>59,054</b>	<b>0.3%</b>
<b>CHANGE IN FUND BALANCE</b>					
	134,702	134,702	-	(134,702)	(100.0%)
DOIT-ADMINISTRATION	6,765	2,727	9,419	6,692	245.4%
INFRASTRUCTURE	(161,606)	928,254	310,750	(617,504)	(66.5%)
LAW & JUSTICE APPLICATION SYSTEMS	(257)	2,808	9,720	6,912	246.2%
H&SS APPLICATION SYSTEMS	476	19,324	5,164	(14,160)	(73.3%)
MANAGEMENT INFORMATION SYSTEMS	47,305	(52,211)	(247,970)	(195,759)	374.9%
LAND INFORMATION MANAGEMENT SYSTEMS	220,897	192,300	(445,287)	(637,587)	(331.6%)
WEB APPLICATION SYSTEMS	(49,224)	8,191	5,164	(3,027)	(37.0%)
GEOGRAPHIC INFORMATION SYSTEMS	(71,871)	6,431	12,278	5,847	90.9%
TELECOMMUNICATIONS	(173,735)	(15,010)	230	15,240	(101.5%)
PUBLIC SAFETY RADIO COMMUNICATION	83,209	89,504	2	(89,502)	(100.0%)
<b>NET GAIN(LOSS)</b>	<b>36,661</b>	<b>1,317,020</b>	<b>(340,530)</b>	<b>(1,657,550)</b>	<b>-125.9%</b>

<b>STAFFING</b>					
DOIT-ADMINISTRATION	5	5	5	0	0.0%
INFRASTRUCTURE	0	0	0	0	0.0
LAW & JUSTICE APPLICATION SYSTEMS	4	5	6	1	20.0%
H&SS APPLICATION SYSTEMS	10	10	11	1	10.0%
MANAGEMENT INFORMATION SYSTEMS	5	5	5	0	0.0%
LAND INFORMATION MANAGEMENT SYSTEMS	9	9	10	1	11.1%
WEB APPLICATION SYSTEMS	4	4	4	0	0.0%
GEOGRAPHIC INFORMATION SYSTEMS	1	1	1	0	0.0%
TELECOMMUNICATIONS	2	2	2	0	0.0%
PUBLIC SAFETY RADIO COMMUNICATION	2	2	2	0	0.0%
<b>TOTAL STAFFING</b>	<b>42</b>	<b>43</b>	<b>46</b>	<b>3</b>	<b>7.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall increase of \$1,716,604 or 8.9% in revenues and an increase of \$1,731,249 or 9.2% in appropriations when compared to the FY2013/14 Adopted Budget.

The Department is an Internal Service Fund and as such its only funding source is through charges for services to County departments and other agencies. The Department’s cost plan assumes that revenues will equal expenses within the accounting period with an allowance for working capital and with the exception of depreciation of capital assets, which are charged to departments based on standard depreciation schedules. The projected Fund Balance of \$340,530 is primarily due to revenue to be recovered for the completed IntelliTime capital project of \$247,970 and the loan payback from SCIPS departments of \$455,312. This is offset by costs not recovered for the undepreciated portion of fixed assets.

The Department’s primary cost centers include: Infrastructure; Applications Development Management and Support; and, Communications. The requested budget continues to focus on maintenance and support of current systems with limited development of new systems in order to support high-priority department objectives and State and Federal mandates. The requested budget reflects some increases in expenses for eliminating single points of failure in the County’s infrastructure, enhancing security, and investments in software to improve both IT and end-users productivity.

Infrastructure costs include \$4,756,572 in contract staffing (Xerox), \$410,298 in County cost allocations for administrative overhead, building use, and property insurance, and \$4,600,460 for software licenses, hardware, and communications services. Infrastructure functions include network administration, data communications, network security, computer operations, help desk, desktop support, database and operating systems administration, data storage management, backup and recovery, and application software for Solano Superior Court.

Major maintenance contracts for Infrastructure include \$700,000 for Microsoft Office Software and Windows Access Licenses, \$90,000 for Symantec backup software, \$312,000 for Oracle database software, \$250,000 for Microsoft System Center and cloud services, \$669,000 for security software, network gateways and firewalls, and new fixed assets purchases required to refresh equipment to include replacement of network devices and servers of \$505,000.

Applications Development Management and Support provides software application development and management, contract management, project management, support for production processes, implementations of software patches and upgrades, business systems processes improvement, and public access to information and services. This cost center includes Law and Justice Application Systems, Health and Social Services Applications Systems, Administration, Management Information Systems, Land Information Management Systems, Web Applications, and Geographic Information Systems. Costs consist of \$5,779,771 for staffing, \$910,234 in contractor (Xerox) cost, \$402,245 in County cost allocations for administrative overhead, building use, insurances, and \$1,806,428 for hardware, software and other third party services. In addition the SCIPS migration project loan repayment is \$455,312 in revenue for DoIT (January 2015 will be the last monthly loan repayment).

Major contracts within the Applications Services cost centers include \$224,640 for contract help for Electronic Health Records, \$105,754 for contract help in Child Support Services, \$72,800 for contract help in Sheriff, \$147,000 in services for an IFAS upgrade, \$50,000 in services for PeopleSoft Upgrade \$212,000 for PeopleSoft maintenance, \$117,760 for IFAS maintenance, \$45,000 for IntelliTime maintenance \$50,000 in services for SCIPS platform enhancements, \$74,000 in SCIPS software tools maintenance, \$49,000 for GIS software, \$72,000 for Oracle for GIS, \$375,000 for Pictometry ortho-photography flyover and building footprint change detection, and \$48,863 for Web software maintenance.

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Communications cost centers include: Telecommunications, which provides telecommunications installation, programming, and support for phone systems, voice mail, and interactive voice response systems; and, Public Safety Radio Communications, which provides engineering, installation, programming, and support of the public safety radio system. Expenses consist of \$525,769 in staffing, \$46,322 in County administrative overhead, building use, and insurances, \$146,123 for an Xerox VOIP engineer, \$40,000 for cabling contractors, \$746,775 as pass-through telephone usage, voicemail and other charges, and \$434,506 for hardware, software and vendor services.

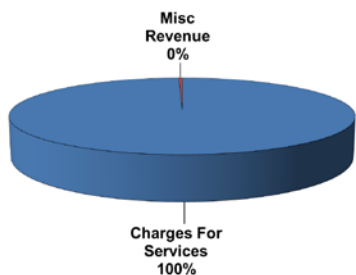
Major contracts within the communications cost centers include \$40,000 for cabling, \$746,775 to AT&T for phone usage, and \$60,399 for Cisco.

**DEPARTMENT COMMENTS**

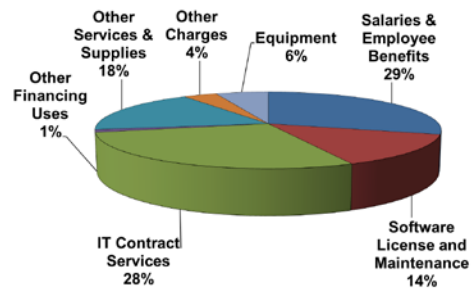
In response to staffing and cost reductions of prior years, the Department postponed maintenance on a number of infrastructure components so that it could concentrate efforts on business applications to meet the goals of end-user departments. However, maintenance can no longer be deferred and the Department, during FY2013/14 and FY2014/15, is responding to the end-of-life of a number of important technology platforms including: the Windows XP desktop operating system; Cisco VOIP system; the storage area network, which stores essentially all of the County’s digital data; Microsoft Active Directory and all other Microsoft 2003 server and database products; PGP data encryption software; spam detection and other networking and security products. At the same time, the Department is working to address the new, mobile technology needs of the County workforce and will be implementing a number of products and systems to: enhance the County’s Wi-Fi network; improve security over mobile devices; provide a Windows desktop experience to non-Windows mobile devices (Apple iOS and Android devices); implement cloud services for E-mail, SharePoint, and Office productivity software; enable secure data-sharing with outside partners on mobile platforms.

The volume of work in addressing deferred maintenance items, the development of new infrastructure capabilities needed to support County needs, and an aggressive work plan for new business applications will require careful priority setting and analysis of trade-offs. Some projects may need to be delayed or cancelled due to insufficient resources or if work needs to be directed to unplanned activities during FY2014/15.

**SOURCE OF FUNDS**



**USE OF FUNDS**





**Summary of Other Administered Budgets 1870 – Fund 370-Department of Information Tech.**  
**Ira Rosenthal, Chief Information Officer**  
**Other General**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	78,577	39,200	71,240	32,040	81.7%
Intergovernmental Rev Other	0	85,000	156,311	71,311	83.9%
Charges For Services	17,876,545	19,045,229	20,643,482	1,598,253	8.4%
Misc Revenue	67,870	60,000	75,000	15,000	25.0%
<b>TOTAL REVENUES</b>	<b>18,022,993</b>	<b>19,229,429</b>	<b>20,946,033</b>	<b>1,716,604</b>	<b>8.9%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	5,143,062	5,464,297	6,064,266	599,969	11.0%
Services and Supplies	10,108,729	11,698,154	12,348,926	650,772	5.6%
Other Charges	442,248	494,077	759,537	265,460	53.7%
F/A Bldgs and Imprmts	637	0	0	0	0.0%
F/A Equipment	356,981	996,500	1,191,500	195,000	19.6%
F/A - INTANGIBLES	125,875	0	0	0	0.0%
Other Financing Uses	211,079	221,226	241,274	20,048	9.1%
<b>TOTAL APPROPRIATIONS</b>	<b>16,388,612</b>	<b>18,874,254</b>	<b>20,605,503</b>	<b>1,731,249</b>	<b>9.2%</b>
<b>NET GAIN(LOSS)</b>	<b>1,634,381</b>	<b>355,175</b>	<b>340,530</b>	<b>(14,645)</b>	<b>(4.1%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Overall, the \$1,731,249 increase in expenditures is primarily the result of: a \$599,969 increase in Salaries and Benefits resulting from increases in cost for retirement, health insurance, and the addition of three positions; \$650,772 increase in Services and Supplies primarily the result of increase in the Xerox contract of \$107,449 (for a contractually obligated COLA), software maintenance, contracted services for GIS, and offset some by savings in telephone usage, reduced new software licensing, completion of IntelliTime and PeopleSoft upgrade projects; \$195,000 increase in computer equipment fixed assets; and \$264,675 for countywide administrative overhead costs.

**SUMMARY OF POSITION CHANGES**

In February 2014, as part of the Midyear Report, the following position allocation changes were approved:

- 1.0 FTE Business Systems Analyst was reclassified to a 1.0 FTE Senior Systems Analyst in the H&SS IT Support Division to function as the lead support resource for the Family Health Services Electronic Medical Records System (NextGen) project.
- 1.0 FTE vacant IT Specialist II deleted and 1.0 FTE Systems Analyst added in the H&SS IT Support Division to provide in depth technical analysis, support and programming of reports, and assist with systems upgrades for both the NetSmart and NextGen applications.
- 1.0 FTE Office Assistant was reclassified to 1.0 FTE Accounting Clerk II in the IT Administration Division reflecting the actual work performed, including processing of claims, deposits, journals, asset movement reports, inventory controls, work orders and billings.
- 1.0 FTE Business Systems Analyst was added to the IT Support Division to provide Electronic Health Records System support for H&SS' Family Services and Mental Health Divisions.
- 1.0 FTE IT Specialist II was added to the Law and Justice IT Support Division to provide IT support to the Sheriff's Office including various wireless technologies, installing and troubleshooting mobile hardware and software, tablets, PCs, video systems and other related hardware systems.

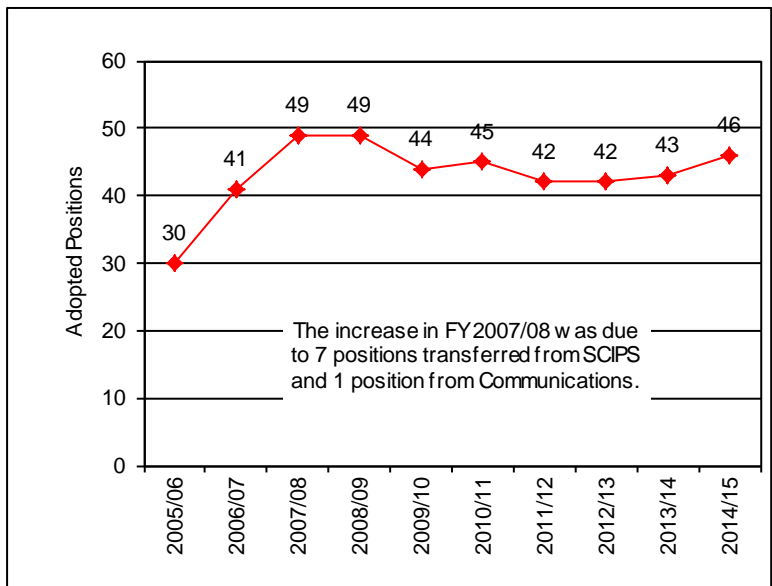
The Recommended Budget includes the following changes to the Department's position allocation:

- 1.0 FTE Systems Analyst added to the SCIPS Division to provide additional support for SCIPS, point-of-sale applications and records management applications, effective 8/3/14.

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- 2.0 FTE Programmer Analysts reclassified to 2.0 FTE Systems Analysts and 1.0 FTE Systems Analyst reclassified to 1.0 FTE Senior Systems Analyst in the SCIPS Division to reflect the roles and responsibilities related to new and more complex technology and application systems that have recently been implemented, effective 7/6/14.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The IT services agreement with Xerox terminates on December 31, 2014. The Board approved a new sourcing strategy that includes “on-ramping” key technical positions and also allowing for multi-sourcing of the remaining work. Given the workload in the Department, both of these processes are taking longer than originally anticipated and so the Department is recommending extending the Xerox contract to the end of FY2014/15 or June 30, 2015. Costs for this six month extension have been included in the Recommended Budget.

Although DoIT staff have recently been augmented by the addition of one IT Specialist for the Law and Justice Division and one Business Systems Analyst for the H&SS Support Division, the Department continues to face a number of significant workload challenges due to the level of activity and number of technology projects in the user departments. The workload generated by the EHR systems, HIE, HITECH Meaningful Use, and regulatory compliance far out-strips the staff available (as confirmed by a consultant to H&SS). The Department will work closely with H&SS throughout the year to ensure that the highest priority projects get the appropriate attention and triage non-essential work. Similarly, the impact of Law and Justice technology initiatives will be re-evaluated at midyear and further staffing adjustments may be necessary.

**DEPARTMENTAL PURPOSE**

The Accumulated Capital Outlay (ACO) budget reflects funding used to administer capital projects, acquire real property, plan capital improvements, construction of new facilities, facility renewal, and repairs to existing County facilities

**Budget Summary:**

FY2013/14 Third Quarter Projection:	77,422,811
FY2014/15 Recommended:	5,175,174
County General Fund Contribution:	3,265,000
Percent County General Fund Supported:	63.1%
Total Employees (FTEs):	0.0

**FUNCTION AND RESPONSIBILITIES**

Responsibilities include overseeing construction projects, tracking and monitoring of expenditures and revenues associated with the projects, recommending uses of available funds for new capital projects, performing comprehensive planning studies, acquiring real property, and improving existing County facilities. The Department of General Services oversees this budget.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In FY2013/14, the following projects and studies were completed:

- Animal Care Expansion Project - Temporary Modular Relocation, Site Work, and Installation of Pre-Engineered Kennel Building at 2510 Claybank Road, Fairfield
- Claybank Housing Unit Restroom Rehabilitation at 2500 Claybank Road, Fairfield
- Vallejo Center for Positive Change - Conversion of File Room to Office Space on first floor at 355 Tuolumne Street, Vallejo
- Juvenile Detention Facility Campus Security Upgrade at 740 Beck Avenue, Fairfield
- Mount Vaca Communications Tower Replacement on Blue Ridge Road, Vacaville
- Heating Boiler Replacements at 2500 Claybank Road and 275 Beck Avenue, Fairfield; 321 and 355 Tuolumne Street, Vallejo
- Vallejo Services Center – Children’s Mental Health Alterations on first floor at 355 Tuolumne Street, Vallejo
- H&SS Space Consolidation at 275 Beck Avenue, Fairfield (Affordable Care Act Phases 1 & 2)
- Relocation of Children and Adult Resources and Services (CARES) / Older and Disabled Adult Services (ODAS) to second floor of 355 Tuolumne Street, Vallejo (Affordable Care Act - Phase 3)
- Vallejo Veteran’s Hall Parking Lot Improvements at 420 Admiral Callaghan Lane, Vallejo
- Removal of barriers at the Vallejo Veteran’s Hall to improve access for persons with disabilities at 420 Admiral Callaghan Lane, Vallejo
- Benicia Veteran’s Hall Foundation Drainage at 1150 First Street, Benicia
- Underground Storage Tank Remediation at 701 Texas Street, Fairfield
- Agriculture Relocation Feasibility Study for 2543 Cordelia Road, Fairfield
- Five-Year Capital Facilities Improvement Plan, FY2013/14 - FY2017/18

**WORKLOAD INDICATORS**

In FY2014/15:

- Complete Construction of the new 362-Bed Stanton Correctional Facility including use of \$61,473,800 in State of California local jail bond financing.
- Initiate design of rehabilitation facilities for adult offenders authorized under Senate Bill (SB) 1022 including proposed 10,000 sf classroom training building, 30,000 sf vocational training center, 20 parking spaces, paved apron for truck driving training/light aircraft engine repair at Claybank Detention Site.

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- Complete tenant improvements at the new pre-engineered kennel building, renovate 2,600 square foot portion of the existing Animal Shelter Building, and install site improvements at 2510 Claybank Road in Fairfield.
- Conduct 2 monitoring and sampling events for post-remediation groundwater monitoring at 701 Texas Street building in Fairfield in conjunction with State Water Control Resources Board requirements and file findings to advance site closure.
- Complete improvements to 475 Union Street Probation building for use as the Fairfield Center for Positive Change.
- Replace existing chillers at 321 and 355 Tuolumne in Vallejo with new, efficient chillers by February 2015.
- Incorporate findings from Bureau of Reclamation from Cultural Resources study into project design for replacement of stairs at Lake Solano Park and complete construction and improvements by March 2015.
- Complete design and begin construction for the relocation of Agriculture Department to 2543 Cordelia Road in Fairfield with an anticipated completion of April 2015.
- Complete the Fairfield Flood Protection study in conjunction with the State Administration Office of the Courts to produce a conceptual design, cost model and report of findings to mitigate flooding concerns at the Fairfield Hall of Justice, the Law and Justice Center, Office of Emergency Services (OES), Cogen and other facilities in Fairfield.
- Begin construction of the Sheriff’s Office Data Center HVAC Replacement at 530 Union Avenue, Fairfield.
- Begin construction of the Law and Justice Center Fire Alarm Replacement at 530 Union Avenue, Fairfield.
- Begin construction of the Fairfield Post Office Roof, HVAC and Building Systems Upgrade at 600 Kentucky Street, Fairfield.
- Complete design of the Law & Justice Hot Water Generator Replacement at 530 Union Avenue, Fairfield.
- Complete design of the Vallejo Veterans Hall ADA Improvements at 420 Admiral Callaghan Lane, Vallejo.
- Complete the ADA and California Disabled Access Transition Plan Update for publically accessible County facilities and programs.
- Complete historical and bat survey to advance decommission of former Fouts Springs facilities at 1333 Fouts Springs Road, Stonyford.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
CAPITAL PROJECTS	37,133,578	39,195,133	5,461,332	(33,733,801)	(86.1%)
<b>TOTAL REVENUES</b>	<b>37,133,578</b>	<b>39,195,133</b>	<b>5,461,332</b>	<b>(33,733,801)</b>	<b>-86.1%</b>
<b>APPROPRIATIONS</b>					
CAPITAL PROJECTS	33,726,666	45,471,336	5,175,174	(40,296,162)	(88.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>33,726,666</b>	<b>45,471,336</b>	<b>5,175,174</b>	<b>(40,296,162)</b>	<b>-88.6%</b>
<b>CHANGE IN FUND BALANCE</b>					
CAPITAL PROJECTS	(3,406,913)	6,276,203	(1,246,158)	(7,522,361)	(119.9%)
<b>NET CHANGE</b>	<b>(3,406,913)</b>	<b>6,276,203</b>	<b>(1,246,158)</b>	<b>(7,522,361)</b>	<b>-119.9%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The primary funding sources for capital projects are:

- \$2,121,172 in Taxes, reflecting an increase of 15.01% when compared to the FY2013/14 Adopted Budget due to charges in assessed valuation from improving real estate market.

- \$50,000 in interest income.
- \$25,148 in Homeowner Property Tax Relief revenues.
- \$3,265,000 transfer from the Capital Renewal Fund Reserve to fund deferred maintenance projects reflected in 5-year Capital Facilities Plan FY2013/14 - FY2017/18.

The primary costs in the ACO budget are the project budgets. The projects are driven by the need for capital improvements to provide county services, develop facilities, perform major repairs/replacements that add value or preserve real property assets, and create land/master plans to address current and future space needs.

The Recommended Budget includes the following appropriations for administration and capital projects, which were presented and approved by the Board on April 8, 2014 as part of the 5 Year Capital Facilities Improvement Plan (CIP) for FY2013/14 – FY2017/18

BU1701 – Administration

- \$1,220,174 primarily includes Countywide Administrative Overhead costs of \$273,848 and a transfer-out of \$900,000 to cover the ACO Fund obligation for the repayment of the 2002 Certificate of Participation (COP).

BU1671 – County/Court MOU Projects (550/600 Union Avenue in Fairfield)

- \$125,000 covers the County's share of costs under the Joint Occupancy Agreement (JOA) with the Judicial Council of California, Administrative Office of the Courts, to support elevator maintenance, flood protection, interior finish/flooring and security cameras at the Hall of Justice. Project funding is provided by the ACO Fund.

BU1672 – Miscellaneous Projects

- \$50,000 covers the costs of management and architectural services support that will be provided by General Services staff for projects that may arise during the fiscal year for which funding has not been appropriated. Project funding is provided by the ACO Fund.

BU1691 – Vallejo Health and Social Services Roof Replacement at 355 Tuolumne Street in Fairfield

- \$600,000 to replace the roof at 355 Tuolumne Street in Fairfield. Funding is provided by the Capital Renewal Fund Reserve.

BU1693 – Claybank Detention Facility Controls Replacement and Exterior Repainting

- \$2,100,000 to replace the electronic controls system and to repaint the exterior at the Claybank Detention Facility. Funding is provided by the Capital Renewal Fund Reserve.

BU1694 – Beck/Courage Land Use Study

- \$80,000 to prepare master plan to determine conditions and expansion capabilities for the site located between 2101 Courage Drive and 2201 Courage Drive in Fairfield. Funding is provided by the ACO Fund.

BU1695 – H&SS Facility Generator at 2101 Courage Drive in Fairfield

- \$340,000 to purchase and install a Generator at 2101 Courage Drive in Fairfield to upgrade current abilities. Funding is provided by the Capital Renewal Reserve.

BU1696 – Office of Emergency Services Generator at 530 Clay Street in Fairfield

- \$225,000 to purchase and install a Generator at 530 Clay Street in Fairfield to upgrade current abilities. Funding is provided by the Capital Renewal Reserve.

BU1697 – H&SS Lobby Improvements at 365 Tuolumne Street in Vallejo

- \$200,000 to modify the existing main lobby to accommodate three workstations for use by Employment and Eligibility staff. Funding is provided by the ACO Fund.

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

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BU1698 – Assessor/Recorder Customer Service Lobby Improvements

- \$220,000 to improve the Assessor/Recorder Customer Service Lobby. Funding is provided by the ACO Fund.

See related Budget Unit 9306 – Fund 006 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

On April 8, 2014, the Board approved the 5 Year CIP for the period covering FY2013/14 through FY2017/18. The 5 Year CIP identifies \$177,014,000 in of capital improvement needs, as follows:

**FY2014 FIVE-YEAR CIP STATUS REPORT**

PROJ #	PROJECT NAME	CIP FY2013/14 - 2017/18	FY2014/15 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2013/14 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2014)
1670	Family Health Services/ ADA Improvements	\$790,000			\$626,000	Partially Funded (ACO Fund FY11/12)	\$0
1671	County/Court MOU Projects	\$125,000	\$125,000	ACO FUND	\$125,000		\$59,806
1672	Misc Projects	\$0	\$50,000	ACO FUND	\$50,000		\$14,858
1673	Sheriff's Office Data Center HVAC Replacement	\$428,000			\$428,000	Fully Funded (Cap Rew FY11/12)	\$11,645
1674	Law and Justice Center Fire Alarm Replacement	\$946,000			\$946,000	Fully Funded (Cap Rew FY11/12)	\$1,503
1675	2500 Claybank Heating Boiler Replacement	\$303,000			\$303,000	Fully Funded (Cap Rew FY11/12)	\$21,656
1676	321 Tuolumne Heating Boiler Replacement	\$135,000			\$135,000	Capital Renewal	\$15,775
1677	355 Tuolumne Heating Boiler Replacement	\$129,000			\$129,000	Fully Funded (Cap Rew FY11/12)	\$14,744

**Functional Area Summary**

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PROJ #	PROJECT NAME	CIP FY2013/14 - 2017/18	FY2014/15 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2013/14 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2014)
1679	Vallejo Veterans Hall ADA Improvements	\$500,000			\$500,000	Fully Funded (Cap Rew FY11/12)	\$1,430
1682	Vallejo Justice Center Chiller Replacement	\$405,000			\$404,079	(Fully Funded (Cap Rew FY13/14)	\$0
1683	Vallejo Services Center Chiller Replacement	\$450,000			\$450,031	Fully Funded (Cap Rew FY13/14)	\$0
1684, 1685, 1786	Fairfield Post Office Roof, HVAC, and Bldg Systems Replacement	\$1,054,000			\$1,054,000	Fully Funded (Cap Rew FY13/14)	\$300,153
1687	Rio Vista Fuel Tank Replacement	\$350,000			\$350,000	Fully Funded (ACO Fund FY13/14)	\$4,398
1688	CMH Alterations	\$385,000			\$385,000	Fully Funded (Cap Rew FY13/14)	\$36,659
1690	Juvenile Detention Facility Campus Security Upgrade	\$809,000			\$809,000	Fully Funded (ACO Fund FY13/14)	\$33,072
1691	Vallejo Health and Social Services Roof Replacement	\$600,000	\$600,000	Capital Renewal			
1693	Claybank Detention Facility Controls Replacement and Exterior Repainting	\$2,100,000	\$2,100,000	Capital Renewal			

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

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PROJ #	PROJECT NAME	CIP FY2013/14 - 2017/18	FY2014/15 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2013/14 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2014)
1694	Beck/Courage Land Use Study		\$80,000	ACO Fund			
1695	H&SS Facility Generator at 2101 Courage Drive	\$340,000	\$340,000	Capital Renewal			
1696	Office of Emergency Services Generator	\$225,000	\$225,000	Capital Renewal			
1697	H&SS Lobby Improvements		\$200,000	ACO Fund			
1698	Assessor/Recorder Customer Service Lobby Improvements		\$220,000	ACO Fund			
1706	Lake Solano Day Use Stair Replacement	\$229,000			\$293,729	Fully Funded (ACO FY11/12)	\$17,579
1709	Former Hall of Records HazMat Site Remediation	\$771,000			\$846,735	Fully Funded (Cap Rew) FY13/14	\$989,485
1718	CIP Update	\$0	\$15,000	ACO Fund			
1720	Agriculture Weights and Measures Relocation	\$969,000			\$969,000	Fully Funded (Cap Rew) FY13/14	\$638
1723	AB900 362-Bed Claybank Detention Facility	\$48,201,000			\$50,716,656	Fully Funded (PFF) FY03/04	\$64,852,060
1748	Vallejo Veterans Reroofing and HVAC Replacement	\$452,000				Fully Funded (ACO) FY11/12	\$319,868



**Functional Area Summary**

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

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PROJ #	PROJECT NAME	CIP FY2013/14 - 2017/18	FY2014/15 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2013/14 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2014)
1771	Parks Projects: Automatic Cashier Pay Station, Beldens Landing Facility Improvements, Lake Solano ADA Access Improvements, Sandy Beach ADA Access Improvements	\$2,978,000			\$531,992	Partially Funded (ACO) FY11/12	\$42,863
1772	ADA Transition Plan Update	\$295,000			\$150,000	Fully Funded (ACO) FY11/12	\$35,122
1773	Animal Care Renovation/Expansion	\$4,800,000			\$5,500,000	Fully Funded (COPs) FY12/13	\$5,840,890
1793	AB109 Miscellaneous Projects				\$1,009,985	AB109/ 2011 Realign- ment	\$440,000
1117	Fairfield Campus Flood Protection Study	\$255,000			\$200,000		\$225,000
2496	Crisis Stabilization Unit Tenant Improvements	\$150,000			\$979,000	Fully Funded (State) FY12/13	\$829,000
TBD	SB1022 Claybank Rehab Programs/Training Center	\$25,600,000			\$23,037,000	Fully Funded (State, PFF, AB109) FY13/14	
	ADA Transition Plan Implementation	\$1,900,000					
	Beck Ave/Courage Drive Land Use Plan	\$80,000					
	Challenge Covered Courtyard	\$356,000					

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

**Functional Area Summary**

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PROJ #	PROJECT NAME	CIP FY2013/14 - 2017/18	FY2014/15 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2013/14 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2014)
	Claybank Transportation Building	\$8,000,000					
	CAC Carpet Replacement Phase I and II	\$580,000					
	CAC and Probation Bldg Roof Recoat	\$320,000					
	CAC Security Upgrade	\$1,430,000					
	CAC Window Assembly Weatherproofing	\$410,000					
	Comm/Grounds Bldg Exterior Repair and Repaint	\$390,000					
	County Corp Yard Consolidation	\$2,330,000					
	Facility Renewal of Various County Facilities	\$49,883,000					
	FacOps Bldg Exterior Repair and Repaint	\$440,000					
	Fairfield Probation Bldg CPC Remodel	\$560,000					
	Fairfield Post Office Staff Restroom	\$260,000					
	Fairfield Post Office Exterior Repainting	\$380,000					
	Fairfield Post Office Parking Lot Repair Phase II	\$355,000					
	Family Justice Center HVAC Replacement	\$300,000					
	Head Start ADA and Building Systems Improvements	\$750,000					

**Functional Area Summary**

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

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Plant Acquisition**

PROJ #	PROJECT NAME	CIP FY2013/14 - 2017/18	FY2014/15 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2013/14 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2014)
	H&SS Headquarters Data Center HVAC Replacement	\$250,000					
	H&SS Campus Parking Lot Repair	\$759,000					
	Lake Solano Additional Sewer System	\$170,000					
	Lake Solano Docks, Piers, and Trails	\$1,642,000					
	Law and Justice Fairfield Campus Center Parking Lot Repair	\$940,000					
	Lynch Canyon Pavilion	\$672,000					
	New Cement Hill Communications Shelter	\$480,000					
	New Foundations and Challenge Bldg Exterior Repaint	\$240,000					
	New Foundations HVAC Controls Replacement	\$270,000					
	New Foundations Covered Courtyard	\$356,000					
	OES Building Exterior Repainting	\$75,000					
	Parks Play Grounds and Play Systems	\$290,000					
	Probation Building Security Upgrade	\$360,000					
	Probation Building Window Assembly Weatherproofing	\$210,000					
	Rio Vista Vets Building Exterior Repainting	\$120,000					

**1700 – Fund 006-Accumulated Capital Outlay (ACO)**

**Functional Area Summary**

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PROJ #	PROJECT NAME	CIP FY2013/14 - 2017/18	FY2014/15 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2013/14 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2014)
	Sandy Beach New Boat Ramp and Water Diversion	\$1,466,000					
	Sandy Beach Parks Staff Restroom	\$225,000					
	Sandy Beach Park Wind Shelter Replacement	\$418,000					
	Justice Ctr Roof and HVAC Replacement	\$4,508,000					
	Vacaville Veterans Building Parking Lot Repair	\$65,000					
<b>TOTAL</b>		<b>\$177,014,000</b>	<b>\$3,995,000</b>		<b>\$89,200,372</b>		<b>\$73,118,719</b>

NOTE: Balance remaining in (BU 1723) at year end will be rebudgeted by the Auditor's Office.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Taxes	2,250,438	1,844,360	2,121,172	276,812	15.0%
Revenue From Use of Money/Prop	131,936	100,000	50,000	(50,000)	(50.0%)
Intergovernmental Rev State	25,953	1,473,087	25,160	(1,447,927)	(98.3%)
Intergovernmental Rev Federal	25,315,315	33,000,000	0	(33,000,000)	(100.0%)
Misc Revenue	126,296	0	0	0	0.0%
Other Financing Sources	9,283,640	2,777,686	3,265,000	487,314	17.5%
<b>TOTAL REVENUES</b>	<b>37,133,578</b>	<b>39,195,133</b>	<b>5,461,332</b>	<b>(33,733,801)</b>	<b>(86.1%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	270,632	1,214,026	648,242	(565,784)	(46.6%)
Other Charges	581,423	1,115,215	361,932	(753,283)	(67.5%)
F/A Bldgs and Imprmts	31,824,396	42,142,095	2,700,000	(39,442,095)	(93.6%)
F/A Equipment	50,940	0	565,000	565,000	0.0%
F/A ARTWORK	49,625	0	0	0	0.0%
Other Financing Uses	949,649	1,000,000	900,000	(100,000)	(10.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>33,726,666</b>	<b>45,471,336</b>	<b>5,175,174</b>	<b>(40,296,162)</b>	<b>(88.6%)</b>
<b>NET CHANGE</b>	<b>(3,406,913)</b>	<b>6,276,203</b>	<b>(286,158)</b>	<b>(6,562,361)</b>	<b>(104.6%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS****Space Consolidation and Strategic Real Property Transactions**

The County's space consolidation efforts continued with the September 2013 reopening of John F. Kennedy Library in Vallejo. The improvements renovated approximately 6,500 square feet of space which relocated the Children's Program from the first floor the main second floor to consolidate library functions on a single level. The project improved security and safety for staff/public, created operating efficiencies and reduces the Library's annual operating costs by reducing the square footage occupied by the Library.

The County also sold the former 31,500 square foot Vallejo Veterans Building located on a .45 acre parcel at 444 Alabama Street so that it can be redeveloped as a local community asset. The County also strategically purchased a .34 acre parking lot at 1500 Solano Avenue adjacent to the County's Vallejo Campus to expand parking capacity and also acquired an undeveloped 2.55 acre parcel in the Solano Business Park in Fairfield that will facilitate planned expansion of the County's Beck Avenue Campus. This property acquisition places contiguous land under the County's control at the Beck Avenue Campus. Staff will be presenting an opportunity to master plan the site to the Board of Supervisors in 2014.

**Legislative Actions and New Legal Requirements**

SB 1022 – This budget trailer bill, was chaptered into law in June 2012 as California Government Code Chapter 3.13. On February 26, 2013, the County Board of Supervisors approved the Sheriff's Office to apply for SB1022 Request for Proposal funding. In late October 2013, Solano County submitted an application to compete for \$160 million in adult local criminal justice construction financing available to mid-sized Counties for the acquisition, design and construction, or renovation of jail and/or program facilities. On December 12, 2013, the County received notification from the Board of State and Community Corrections, which administers the SB1022 program, that Solano County's proposed project will be recommended to receive a conditional funding award in the fully requested amount of \$23,037,000 to construct program space to educate, train and rehabilitate inmates at the County's Claybank Campus to prepare offenders for re-entry into local communities. In 2014, the Board of Supervisor's accepted funding and authorized staff to proceed with the project.

Uniform Construction Cost Accounting Act Program – On October 8, 2013, the Board of Supervisors adopted a resolution electing to become subject to the California Uniform Public Construction Cost Accounting Act Program administered under the State Auditor-Controller's Office. The California Uniform Construction Cost Accounting Act is a voluntary program established in 1983 in Public Contracts Code Sections 22000-22045 that is administered under the State Controller's Office. The Act promotes uniformity of the cost accounting standards and bidding procedures on construction work performed or contracted by public entities in the State. Solano County became the 37th of the 58 California counties that have elected to participate in the program. In essence, the program sets forth standardized accounting standards for public works projects, requires that participating agencies maintain an annual list of qualified contractors, and establishes bid processes and procedures, including financial limits for force account, informal and formal bidding. Maintenance activities are excluded from the definition of a public project and therefore not subject to the program. The County can voluntarily withdraw from the program at its own discretion.

SB 328 – On October 3, 2013 the Governor signed an act to modify Section 20146 of Public Contract Code relating to public works which authorizes Counties, until January 1, 2018, with approval of the Board of Supervisors, to deliver projects using Construction Manager at-Risk construction contracts for the erection, construction, alteration, repair or improvement of any building owned or leased by the County. A Construction Manager at-Risk contract can only be used for projects in the County in excess of \$1 million and may be awarded using either the lowest responsible bidders or best value method to a Construction Manager at-Risk that possesses or that obtains sufficient bonding. Staff is evaluating the merits of the newly available project delivery method in relation to projects that are in early stages of development and will present information to the Board on a project-by-project basis if staff recommends use of this delivery method.

AB195 – On August 19, 2013, the Governor signed this legislation to legally extend the use of design-build project delivery method from July 1, 2014 to July 1, 2016. This bill is consistent with the 2013 State Legislative Priority No. 6 approved by the Board of Supervisors which states: "Support or seek alternative legislation to extend existing provisions to allow design-build bidding options on construction projects." Staff continues to evaluate the merits of the design-build project delivery method in

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relation to projects that are in early stages of development and will present information to the Board on a project-by-project basis if staff recommends use of this delivery method.

**Adoption of 2013 California Building Standards Code**

On January 29, 2013, the California Building Standards Commission announced the adoption of the 2013 California Building Standards Code, following a comprehensive multi-state agency and stakeholder review of the 2010 building codes. The thirteen volume code is published on a triennial basis and was published in July 2013. On November 26, 2013, the Board of Supervisors approved an ordinance adopting the 2013 State of California Building Codes and local amendments, which became effective on December 27, 2013 with an operative date of January 1, 2014. However, on December 18, 2013, the California Building Standards Commission issued an information bulletin announcing the change of the effective date of specific provisions of the 2013 edition of the California Building Standards Code, Title 24, California Code of Regulations, specifically Title 24, Part 1, Chapter 10 and Part 6, and affected provisions in Part 11 (California Green Building Standards Code) from January 1, 2014 to July 1, 2014. This postponement was necessary due to unanticipated delays in developing the 2013 software for demonstrating performance compliance with the California Energy Code. Without the new software, requiring compliance with the new California Energy Code will create a hardship for the building design professionals, the construction industries and enforcement agencies. Important updates in the 2013 code include:

- An extensive update of California's Energy Code to conform with California's policy that achieve "zero net energy" footprint for new construction (residential buildings by 2020 and commercial buildings by 2030);
- Division of the State Architect's adoption of the 2010 Americans with Disabilities Act Standards with California amendments;
- Updated California Green Building Code (CALGreen) requirements for nonresidential building alterations and additions;
- New plumbing code provisions pertaining to greywater and rainwater catchments.

**Summary of Other Administered Budgets 1700 – Fund 006-Accumulated Capital Outlay (ACO)**  
**Michael J. Lango, Director of General Services**  
**Plant Acquisition**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1630 PUBLIC ART	441	285	150	(135)	(47.4%)
1760 PUBLIC FACILITIES FEES	6,934,825	2,676,192	3,216,897	540,705	20.2%
1815 FAIRGROUNDS DEVELOPMENT PROJ	20,319	4,372,344	4,900,001	527,657	12.1%
2490 HSS CAPITAL PROJECTS	571,496	134,403	20,213	(114,190)	(85.0%)
4130 CJ FAC TEMP CONST FUND	337,957	269,376	261,482	(7,894)	(2.9%)
4140 CRTHSE TEMP CONST FUND	338,528	267,557	260,450	(7,107)	(2.7%)
<b>APPROPRIATIONS</b>					
1630 PUBLIC ART	75,243	15,617	54,137	38,520	246.7%
1760 PUBLIC FACILITIES FEES	5,020,466	2,495,440	2,233,691	(261,749)	(10.5%)
1815 FAIRGROUNDS DEVELOPMENT PROJ	689,177	524,953	654,550	129,597	24.7%
2490 HSS CAPITAL PROJECTS	4,325,255	130,854	373,841	242,987	185.7%
4130 CJ FAC TEMP CONST FUND	403,263	-	218	218	0.0%
4140 CRTHSE TEMP CONST FUND	400,250	398,979	398,669	(310)	(0.1%)
<b>NET CHANGE</b>					
1630 PUBLIC ART	(74,801)	(15,332)	(53,987)	(38,655)	252.1%
1760 PUBLIC FACILITIES FEES	1,914,360	180,752	983,206	802,454	444.0%
1815 FAIRGROUNDS DEVELOPMENT PROJ	(668,858)	3,847,391	4,245,451	398,060	10.3%
2490 HSS CAPITAL PROJECTS	(3,753,759)	3,549	(353,628)	(357,177)	(10064.2%)
4130 CJ FAC TEMP CONST FUND	(65,306)	269,376	261,264	(8,112)	(3.0%)
4140 CRTHSE TEMP CONST FUND	(61,722)	(131,422)	(138,219)	(6,797)	5.2%

A summary of the budgets administered by the Accumulated Capital Outlay (ACO)'s Office is provided on the following pages.

**FUNCTION AND RESPONSIBILITIES**

The purpose of this budget is to account for the purchase or commission of public art and the maintenance of public art within designated public areas owned by the County (Ordinance No. 1639, Chapter 5, and Section 5.5-5.6). The County budgets for public art in County facilities to promote the arts and culture in Solano County. For every capital construction project in excess of \$1 million, 1.5% of the 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 the public art project.

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.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$135 or 47.4% in revenues and an increase of \$38,520 or 246.7% in appropriations when compared to the FY2013/14 Adopted Budget.

There is no funding for new public art projects in FY2014/15. The appropriations represent funding for the maintenance of existing public art pieces, and the revenues reflect estimated interest income.

See related Budget Unit 9402 – Fund 106 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	441	285	150	(135)	(47.4%)
<b>TOTAL REVENUES</b>	<b>441</b>	<b>285</b>	<b>150</b>	<b>(135)</b>	<b>(47.4%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	0	15,336	48,632	33,296	217.1%
Other Charges	233	281	5,505	5,224	1859.1%
F/A ARTWORK	75,010	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>75,243</b>	<b>15,617</b>	<b>54,137</b>	<b>38,520</b>	<b>246.7%</b>
<b>NET COUNTY COST</b>	<b>74,801</b>	<b>15,332</b>	<b>53,987</b>	<b>38,655</b>	<b>252.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.



**Summary of Other Administered Budgets 1815 – Fund 107-Fairgrounds Development Project**  
**Birgitta E. Corsello, County Administrator**  
**Plant Acquisition**

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**FUNCTION AND RESPONSIBILITIES**

This budget unit is designed to cover the costs of the redevelopment of the Solano County Fairgrounds, (the “Solano360 Project” or “Project”), that will revitalize and redevelop the 149.1 acre site. It is recommended that this budget unit be used to pay for the initial design and permitting process in Fiscal Year 2014/15. This multi-year project is a cooperative effort between the County, City of Vallejo, and the Solano County Fair Association (SCFA) that began in 2008.

Background: In FY2008/09, the County entered into a Memorandum of Understanding with the City of Vallejo regarding the redevelopment of the Fairgrounds. The Board initially established an Ad Hoc Fairgrounds Committee and authorized the Auditor-Controller to establish an initial loan of \$2.0 million from the County General Fund for the development of a Vision for the site which became known as the Solano360 Vision.

During 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 includes 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.

The Solano360 Committee, which served as the project oversight and consists of two Board members, three city council members, and three Solano Fair Board members who met periodically to review and take public comment on the consultant work. The Solano360 project was reviewed in 19 public meetings and there have been five presentations before the Vallejo City Council as well as a joint Vallejo City Council-Planning Commission meeting held on January 7, 2013 to receive public input on the project and a public workshop on the financial aspects of the project on February 7, 2013. There have been over 40 Fair Board meetings at which the project was discussed. Staff has also been before this Board 14 times on various project-related issues and has maintained a County website on the project.

The Board conducted a public hearing on the draft Specific Plan, associated studies, and draft EIR/EIS documents at a joint session with the Solano County Fair Board on December 11, 2012. The Vallejo City Council held a joint meeting with its Planning Commission on January 7, 2013 to receive feedback on the documents. Based on concerns raised at that meeting, the City of Vallejo facilitated a community workshop on February 7, 2013 to further discuss the fiscal impact of the Project in Vallejo.

On February 26, 2013, the Board certified the Final Environmental Impact Report for the Project and approved the Solano360 Specific Plan and recommended that application be sent to the City of Vallejo for the Development Agreement and Tentative Map. On April 29, 2013, the Vallejo City Planning Commission approved the Tentative Map for the Project and recommended approval of the Specific Plan, Development Agreement, Vallejo General Plan Amendments and Zoning Amendments to the Vallejo City Council. The Vallejo City Council approved the Solano360 Specific Plan, a tentative map, and the development agreement on May 14, 2013.

In FY2013/14, the Project team engaged the services of three consultants (MacKay & Soms, ENGEO, and First Carbon Solutions) to begin the preliminary design of Phase 1A of the Project which includes the preparation of the required environmental surveys and wetland delineations, the geotechnical analysis and the preliminary engineering for the Project. The Board approved a General Fund loan of \$500,000 to the project in June 2013 to pay for consultants. The current loan from the General Fund is \$4.9 million.

**1815 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets**  
**Birgitta E. Corsello, County Administrator**  
**Plant Acquisition**

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The Solano360 Specific Plan provides for a revitalized Solano County Fairgrounds, including built and open space venues and parking on 35 acres; a 144,000 square foot Exposition Hall built in two phases; a creek park and water feature adjacent to the private uses and the Fairgrounds; an Entertainment-Mixed Use retail/restaurant use on 18.8 acres; a major attraction Entertainment Commercial use on 30 acres; parking, transit facilities and public roads and; finally improved drainage channels for the 149.1 acres.

The next phase of the Project is staff working with consultants on the initial design and permitting for the public infrastructure for Phase IA of the Project. The County Administrator's Office will also work with the County's Debt Advisory Committee to review options for financing the demolition and construction of Phase I.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$527,657 or 12.1% in revenues and an increase of \$129,597 or 24.7% in appropriations when compared to the FY2013/14 Adopted Budget. The recommended appropriations of \$654,550 will be used for consultant services and permit fees to begin the permitting and design phase for the Solano 360 Project.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Charges For Services	20,319	0	8,885	8,885	0.0%
Other Financing Sources	0	4,372,344	4,891,116	518,772	11.9%
<b>TOTAL REVENUES</b>	<b>20,319</b>	<b>4,372,344</b>	<b>4,900,001</b>	<b>527,657</b>	<b>12.1%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	671,052	500,000	654,550	154,550	30.9%
Other Charges	18,125	24,953	0	(24,953)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>689,177</b>	<b>524,953</b>	<b>654,550</b>	<b>129,597</b>	<b>24.7%</b>
<b>NET CHANGE</b>	<b>668,858</b>	<b>(3,847,391)</b>	<b>(4,245,451)</b>	<b>(398,060)</b>	<b>10.3%</b>

**FUNCTION AND RESPONSIBILITIES**

This budget unit supported the renovation of Health and Social Services facilities in Fairfield, Vacaville and Vallejo. These facilities included clinics and laboratories in Vallejo; the Integrated Care Pediatric Clinic with exams and treatment rooms and the Crisis Stabilization Unit (both located in Fairfield) that provides psychiatric services to serve Solano County residents; the Vacaville Dental Clinic; and the William J. Carroll Government Center in Vacaville. Projects were financed by a combination of funding sources including Tobacco Settlement Revenue, Public Facilities Fees, grants funds, and other revenue sources.

All projects have been completed; however, charges related to Countywide Administrative Overhead remain in this budget unit. These charges are funded by a transfer from the Accumulated Capital Outlay Fund.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$114,190 or 85.0% in revenues and an increase of \$242,987 or 185.7% in appropriations when compared to the FY2013/14 Adopted Budget. Professional Services have been budgeted to assist with project close-out costs. The primary funding sources in this Fund are Interest Income and Countywide Administrative Overhead credits.

See related Budget Unit 9149 – Fund 249 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	13,040	10,135	1,000	(9,135)	(90.1%)
Intergovernmental Rev Federal	479,472	24,268	0	(24,268)	(100.0%)
Intergovernmental Rev Other	9,335	0	0	0	0.0%
Charges For Services	0	0	19,213	19,213	0.0%
Other Financing Sources	69,649	100,000	0	(100,000)	(100.0%)
<b>TOTAL REVENUES</b>	<b>571,496</b>	<b>134,403</b>	<b>20,213</b>	<b>(114,190)</b>	<b>(85.0%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	914,688	0	292,878	292,878	0.0%
Other Charges	179,008	130,854	80,963	(49,891)	(38.1%)
F/A Bldgs and Imprmts	2,561,201	0	0	0	0.0%
F/A Equipment	670,358	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>4,325,255</b>	<b>130,854</b>	<b>373,841</b>	<b>242,987</b>	<b>185.7%</b>
<b>NET CHANGE</b>	<b>3,753,759</b>	<b>(3,549)</b>	<b>353,628</b>	<b>357,177</b>	<b>(10064.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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**FUNCTION AND RESPONSIBILITIES**

The Public Facilities Fee (PFF) budget is the conduit for receipt and distribution of public facilities fees collected and used for capital project expenses. The fee is imposed on all new non-exempt construction within all incorporated and unincorporated areas of Solano County. The fee, set under the authority of government Code sections 66000-66009, was implemented through County Ordinance 1466 adopted on February 9, 1993. The purpose of the fee is to provide funding for expansion and/or new construction of County facilities required to accommodate new demands for the development of facilities needed to house government services in the County. Fees collected under the Ordinance provide funding for needs assessments, planning, designing, construction, lease-purchase, acquisition, improvements, fixed assets and furnishings for County services, including: jails, justice services, general administration, public and mental health services, public assistance services, regional transportation, County parks, libraries and animal shelters.

The Department of General Services oversees the PFF program budget and is responsible for administering the disbursement of funds. The County Administrator's Office acts as the liaison between the County and the incorporated cities that collect the fees for the County related to all construction within city limits.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In 2013, the County completed a five-year comprehensive analysis of the PFF, as required by Government Code section 66000 et seq. The Board received the analysis report in December 2013 and adopted revised fees and categories including additional land use categories that became effective February 3, 2014. Solano County collects PFF in six categories: Countywide Public Protection (includes Courts), Health and Social Services, Library, General Government, Regional Transportation Part A and Part B.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$540,705 or 20.2% in revenues and a decrease of \$261,749 or 10.5% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, the PFF Fund Balance is projected to increase by \$983,206. The increase in revenues is a factor of a small projected uptick in construction projects anticipated in a few cities throughout Solano County and if received are proposed to be distributed as follows:

Appropriations include:

- \$45,525 for accounting, auditing, legal and other professional services.
- \$20,000 for consulting services.
- \$505,342 transfer out to Solano Transportation Authority for regional transportation projects.
- \$727,911 transfer out from the PFF Public Protection Division (BU 1761) to COP Debt Service (BU 9803) used to finance the Probation Facility and improvements to the Central Utility Plant.
- \$150,000 transfer out from the PFF H&SS Division (BU 1763) to H&SS Administration Building/Refunding Solano Park Health Facility (SPHF) Debt Service (BU 8034) used to acquire a 4.89-acre parcel of undeveloped land to construct the H&SS Administration Building.
- \$174,049 from the PFF Vacaville Library District Division (BU 1764) to the Vacaville Library District for facility expansion and related debt.
- \$581,620 transfer out to COP Debt Service (BU 8037) used to finance the County Administration Center (CAC) and improvements to the Central Utility Plant.
- \$9,078 transfer out to County Regional Transportation Project (BU 3030) for County debt service obligations on two regional road transportation projects (Vanden Road segment of Jepson Parkway and segment of Suisun Parkway in unincorporated area).

See related Budget Unit 9124 – Fund 296 Contingencies (refer to Contingencies section of the Budget) which includes \$3,574,399 in Contingencies.

**Summary of Other Administered Budgets**

**1760 – Fund 296-Public Facilities Fee  
Birgitta E. Corsello, County Administrator  
Plant Acquisition**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop Charges For Services	37,545 <u>6,897,281</u>	23,500 <u>2,652,692</u>	21,900 <u>3,194,997</u>	(1,600) <u>542,305</u>	(6.8%) <u>20.4%</u>
<b>TOTAL REVENUES</b>	<b>6,934,825</b>	<b>2,676,192</b>	<b>3,216,897</b>	<b>540,705</b>	<b>20.2%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies Other Charges Other Financing Uses	81,679 2,701,336 <u>2,237,450</u>	71,500 213,374 <u>2,210,566</u>	20,500 744,582 <u>1,468,609</u>	(51,000) 531,208 <u>(741,957)</u>	(71.3%) 249.0% <u>(33.6%)</u>
<b>TOTAL APPROPRIATIONS</b>	<b>5,020,466</b>	<b>2,495,440</b>	<b>2,233,691</b>	<b>(261,749)</b>	<b>(10.5%)</b>
<b>NET CHANGE</b>	<b>(1,914,360)</b>	<b>(180,752)</b>	<b>(983,206)</b>	<b>(802,454)</b>	<b>444.0%</b>

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**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 in 1981 under Resolution No. 81-256, pursuant to California Government Code Section 76101, authorizing counties to establish a Criminal Justice Facilities Construction Fund to assist in the construction, reconstruction, expansion, improvement, operation or maintenance of county criminal justice and court facilities. Eligible facilities include jails, women's centers, detention facilities, juvenile halls and courtrooms. Government Code penalties on criminal fines and parking violations constitute the proceeds of the Fund, which includes no General Fund support.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$7,894 or 2.9% in revenues and an increase of \$218 or 0.0% in appropriations when compared to the FY2013/14 Adopted Budget. Appropriations in this Fund include Countywide Administrative Overhead charges. The primary funding sources in this Fund are surcharges on fines and vehicle violations.

See related Budget Unit 9119 - Fund 263 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	23,056	16,831	19,674	2,843	16.9%
Revenue From Use of Money/Prop Charges For Services	2,941	1,775	2,475	700	39.4%
	<u>311,960</u>	<u>250,770</u>	<u>239,333</u>	<u>(11,437)</u>	<u>(4.6%)</u>
<b>TOTAL REVENUES</b>	<b>337,957</b>	<b>269,376</b>	<b>261,482</b>	<b>(7,894)</b>	<b>(2.9%)</b>
<b>APPROPRIATIONS</b>					
Other Charges	3,263	0	218	218	0.0%
Other Financing Uses	<u>400,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL APPROPRIATIONS</b>	<b>403,263</b>	<b>0</b>	<b>218</b>	<b>218</b>	<b>0.0%</b>
<b>NET CHANGE</b>	<b>65,306</b>	<b>(269,376)</b>	<b>(261,264)</b>	<b>8,112</b>	<b>(3.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**DEPARTMENTAL PURPOSE**

The 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 in 1983 under Resolution Number 83-266, pursuant to California Government Code Section 76100, authorizing counties to establish a Courthouse Temporary Construction Fund to assist in the acquisition, rehabilitation, construction and financing of facilities necessary or incidental to the operation of the courts or the justice system. Government Code penalties on criminal fines and parking violations constitute the proceeds of the Fund, which includes no General Fund support.

The Department of General Services administers and disburses Fund monies, with concurrence of the Administrative Office of the Courts.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$7,107 or 2.7% in revenues and a decrease of \$310 or 0.1% in appropriations when compared to the FY2013/14 Adopted Budget. Appropriations in this Fund include Countywide Administrative Overhead charges and an Operating Transfer Out for a payment toward principal and interest on the 2002 Certificates of Participation issued for, among other purposes, improvements to the Central Utility Plant. The primary funding sources in this Fund are surcharges on fines and vehicle violations.

See related Budget Unit 9120 - Fund 264 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	22,769	16,340	19,673	3,333	20.4%
Revenue From Use of Money/Prop	3,281	1,787	1,202	(585)	(32.7%)
Charges For Services	312,477	249,430	239,575	(9,855)	(4.0%)
<b>TOTAL REVENUES</b>	<b>338,528</b>	<b>267,557</b>	<b>260,450</b>	<b>(7,107)</b>	<b>(2.7%)</b>
<b>APPROPRIATIONS</b>					
Other Charges	919	1,016	1,148	132	13.0%
Other Financing Uses	399,331	397,963	397,521	(442)	(0.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>400,250</b>	<b>398,979</b>	<b>398,669</b>	<b>(310)</b>	<b>(0.1%)</b>
<b>NET CHANGE</b>	<b>61,722</b>	<b>131,422</b>	<b>138,219</b>	<b>6,797</b>	<b>5.2%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

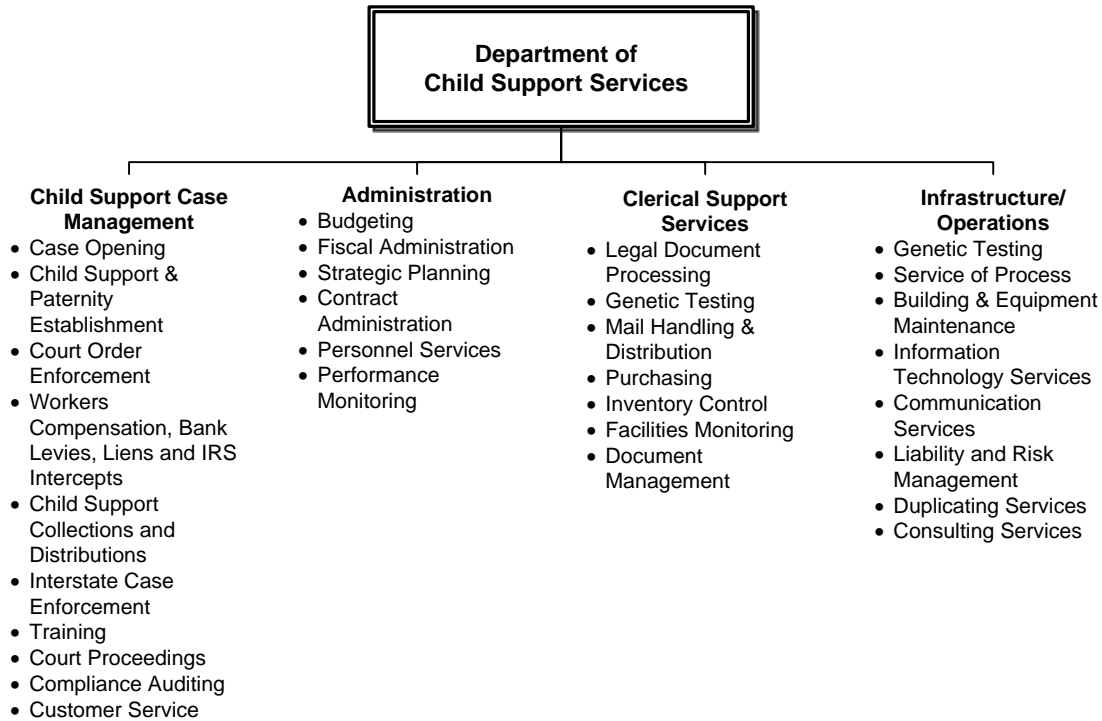
None.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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**DEPARTMENTAL PURPOSE**

Under provisions of Title IV-D of the Federal Social Security Act, the Department of Child Support Services (DCSS) is responsible for providing child support establishment and enforcement services in the county.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	12,439,621
FY2014/15 Recommended:	12,811,476
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	105

**FUNCTION AND RESPONSIBILITIES**

California Family Code §17000 et seq. and State regulations mandate Solano County DCSS to provide a variety of child support related services including: establishing paternity (legal fatherhood), locating parents and their income and assets, requesting child support and medical support orders from the Court, enforcing child support and medical orders utilizing appropriate enforcement tools, modifying 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 also provides a variety of administrative and support services including: strategic planning, budgeting, performance monitoring, training, managing automated systems, educating the public through outreach events, and administering fiscal and contractual operations.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Significant Challenges:

- For the tenth consecutive year, the Department has experienced flat funding from the Federal and State government. However, labor costs continue to rise due to cost-of-living adjustments, and increases in retirement and health benefit costs. Achieving annual performance goals set by California State DCSS while funding remains fixed and costs increase each year continues to be a challenge. To mitigate the impacts of flat funding, each year the Department seeks to identify and then implements technology and automation solutions to make business processes more effective and efficient.

- 
- The number of cases managed by the Department has decreased in recent years in part due to regulatory changes such as eliminating the requirement to open cases for medical support only. The Department is pursuing strategies to increase the number of cases opened each year. Specific projects include targeted public outreach through a partnership with the family law courts, and development of a comprehensive marketing plan in conjunction with members of the Solano County Future Leaders Program.

Significant Accomplishments:

- Achieved a ranking of 15 out of 51 Local Child Support Agencies in the five Federal Performance Measures and exceeded goals established by the California DCSS in paternity establishment, collections on current child support, cases with a support order, and cost effectiveness.
- Cases with child support orders increased from 92.1% to 93.1%.
- Collections on current child support increased from 63.0% to 65.6%.
- Collections on cases owing past due child support increased from 65.7% to 66.9%.
- Distributed \$37,920,657 in child support payments.
- Implemented a Virtual Mailroom that facilitates and expedites electronic mail/document delivery. Documents received through the mail or returned from court are now scanned to the system and sent directly to the end user's desktop. This new streamlined business process has improved worker productivity and accountability, and reduced paper handling and storage requirements.
- Conducted a pilot study in which forty-five sit/stand ergonomic workstations were installed to help promote employee comfort and health while minimizing the risk of work related pain and injury. The pilot was deemed a success as 91% of users rated overall satisfaction with the workstation. Benefits reported by the users include decreased sedentary time, improved energy, less back pain and better circulation.
- Developed and implemented quality assessment tools for caseworkers, legal, and child support accounting staff. The tools are used to provide regular, ongoing feedback to employees about their work, ensure program compliance requirements are met, and identify training needs.

**WORKLOAD INDICATORS**

- Opened and administered 2,995 new child support cases through referrals from Solano County Health and Human Services or applications received via the internet, by mail or in person. The Department manages approximately 17,600 child support cases.
- During the period of October 2012 through September 2013 (federal fiscal year), the Department established 1,431 child support orders which included financial support and/or medical support.
- During the same 12-month period, the Department established paternity (legal fatherhood) for 2,080 children, creating an important link between unmarried fathers and their children.
- Reviewed 1,547 requests to adjust court ordered child support obligation due to a change in circumstances. Of those requests, 374 resulted in a modification of the monthly child support obligations that better reflected the non-custodial parent's ability to pay.

**Functional Area Summary**

**2480 – Fund 369-Department of Child Support Services  
 Pamela Posehn, Director of Department of Child Support Services  
 Judicial**

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
INFRASTRUCTURE/OPERATIONS	11,828,023	12,493,523	12,560,681	67,158	0.5%
<b>TOTAL REVENUES</b>	<b>11,828,023</b>	<b>12,493,523</b>	<b>12,560,681</b>	<b>67,158</b>	<b>0.5%</b>
<b>APPROPRIATIONS</b>					
CHILD SUPPORT CASE MANAGEMENT	6,990,647	7,440,154	7,744,527	304,373	4.1%
ADMINISTRATION	421,164	429,269	444,707	15,438	3.6%
CLERICAL SUPPORT SERVICES	2,490,478	2,606,155	2,558,461	(47,694)	(1.8%)
INFRASTRUCTURE/OPERATIONS	1,922,321	2,258,824	2,063,781	(195,043)	(8.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>11,824,610</b>	<b>12,734,402</b>	<b>12,811,476</b>	<b>77,074</b>	<b>0.6%</b>
<b>CHANGE IN FUND BALANCE</b>					
CHILD SUPPORT CASE MANAGEMENT	6,990,647	7,440,154	7,744,527	304,373	4.1%
ADMINISTRATION	421,164	429,269	444,707	15,438	3.6%
CLERICAL SUPPORT SERVICES	2,490,478	2,606,155	2,558,461	(47,694)	(1.8%)
INFRASTRUCTURE/OPERATIONS	(9,905,702)	(10,234,699)	(10,496,900)	(262,201)	2.6%
<b>NET CHANGE IN FUND BALANCE</b>	<b>(3,413)</b>	<b>240,879</b>	<b>250,795</b>	<b>9,916</b>	<b>4.1%</b>
<b>STAFFING</b>					
CHILD SUPPORT CASE MANAGEMENT	74	75	74	(1)	(1.3%)
ADMINISTRATION	2	2	2	0	0.0%
CLERICAL SUPPORT SERVICES	30	30	29	(1)	(3.3%)
INFRASTRUCTURE/OPERATIONS	0	0	0	0	0.0%
<b>TOTAL STAFFING</b>	<b>106</b>	<b>107</b>	<b>105</b>	<b>(2)</b>	<b>-1.9%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$67,158 or 0.5% in revenues and a \$77,074 or 0.6% in appropriations when compared to FY2013/14 Adopted Budget.

The Department receives 34% of its funding from the State and 66% from the federal government, and no contribution from the County General Fund. State and Federal revenues have remained flat for the past ten years. The Department also receives income from Health and Social Services (HSS) for subleased office space occupied by the Special Investigations Bureau (SIB).

Salaries and Benefits increased \$273,249 when compared to FY2013/14 Adopted Budget. The increases are mainly due to cost-of-living adjustments, and rising costs in retirement and health benefits. Labor costs comprise approximately 81% of the Department’s total budget.

Services and Supplies decreased \$231,933 when compared to the FY2013/14 Adopted Budget. The decrease is mainly due to reduced spending in special contract services. Other decreases are due to the implementation of a countywide Managed Print Services contract, a reduction in the number of training workshops offered to staff, and the projection of fewer legal documents being sent for service outside the Department. The Department renewed the Shared Services Partnership Agreement with Kern County DCSS for the purpose of providing call center services at no cost to the Department. State DCSS compensates Kern County DCSS for the value of this service by providing credit toward their cost effectiveness performance measure.

The Department’s budget includes \$176,052 in contracted services as follows:

- \$20,000 for genetic testing services
- \$96,000 for service of legal documents to customers
- \$20,608 for access to an online, real-time locate database to find absent parents

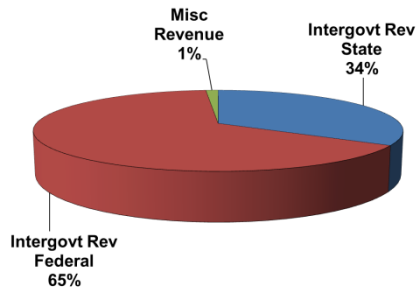
- \$39,444 for janitorial services

No purchases of fixed assets are included in the Department’s FY2014/15 budget.

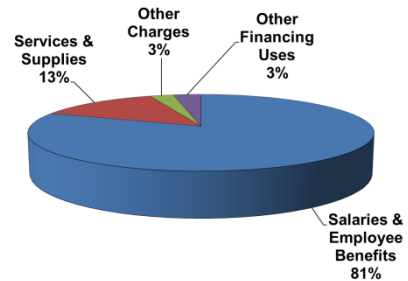
**DEPARTMENT COMMENTS**

The Department has had no major program reductions or changes.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	5,782	4,500	6,000	1,500	33.3%
Intergovernmental Rev State	3,964,990	4,193,879	4,214,077	20,198	0.5%
Intergovernmental Rev Federal	7,696,756	8,134,808	8,180,268	45,460	0.6%
Charges For Services	0	0	160,336	160,336	0.0%
Misc Revenue	160,496	160,336	0	(160,336)	(100.0%)
<b>TOTAL REVENUES</b>	<b>11,828,023</b>	<b>12,493,523</b>	<b>12,560,681</b>	<b>67,158</b>	<b>0.5%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	9,534,206	10,087,453	10,360,702	273,249	2.7%
Services and Supplies	1,626,404	1,961,355	1,729,422	(231,933)	(11.8%)
Other Charges	290,972	297,503	334,391	36,888	12.4%
F/A Equipment	5,789	0	0	0	0.0%
Other Financing Uses	367,238	388,091	386,961	(1,130)	(0.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>11,824,609</b>	<b>12,734,402</b>	<b>12,811,476</b>	<b>77,074</b>	<b>0.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(3,414)</b>	<b>240,879</b>	<b>250,795</b>	<b>9,916</b>	<b>4.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

In November 2013, a Child Support Attorney V was reclassified as a Child Support Attorney (Supervising), which enabled the position to provide supervision of the Department’s legal team.

The FY2013/14 Midyear Report deleted a Legal Secretary position that was vacant due to a retirement and added a limited-term Office Assistant II through 6/30/15 to the Department’s position allocation. New electronic delivery of legal documents is now

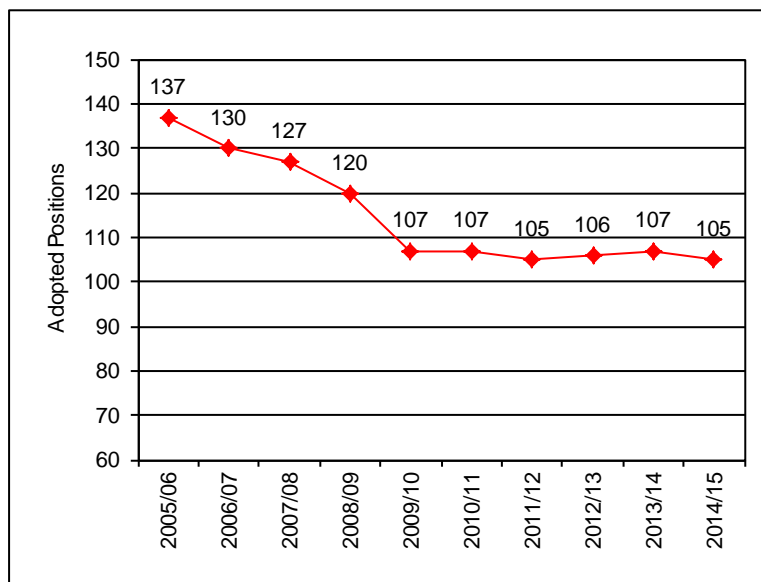
utilized at DCSS, which has reduced the workload of a Legal Secretary. However, the work that remains is the scanning and indexing of documents returned from Court, which is more appropriately performed by an Office Assistant II.

In April 2014, a vacant Accounting Supervisor position was deleted and a Child Support Specialist (Supervising) was added to increase operational flexibility and efficiencies within the Department, and allowing for the integration of case management and accounting functions.

As a result of Department revenues remaining flat and projected increased labor costs, the Recommended Budget includes the deletion of the following vacant positions:

- 1.0 FTE Paralegal as this position no longer accompanies attorneys to Court and additional paralegal work has been automated.
- 1.0 FTE Accounting Technician as case management and accounting functions have become integrated due to automation, the accounting functions can be absorbed by other staff.

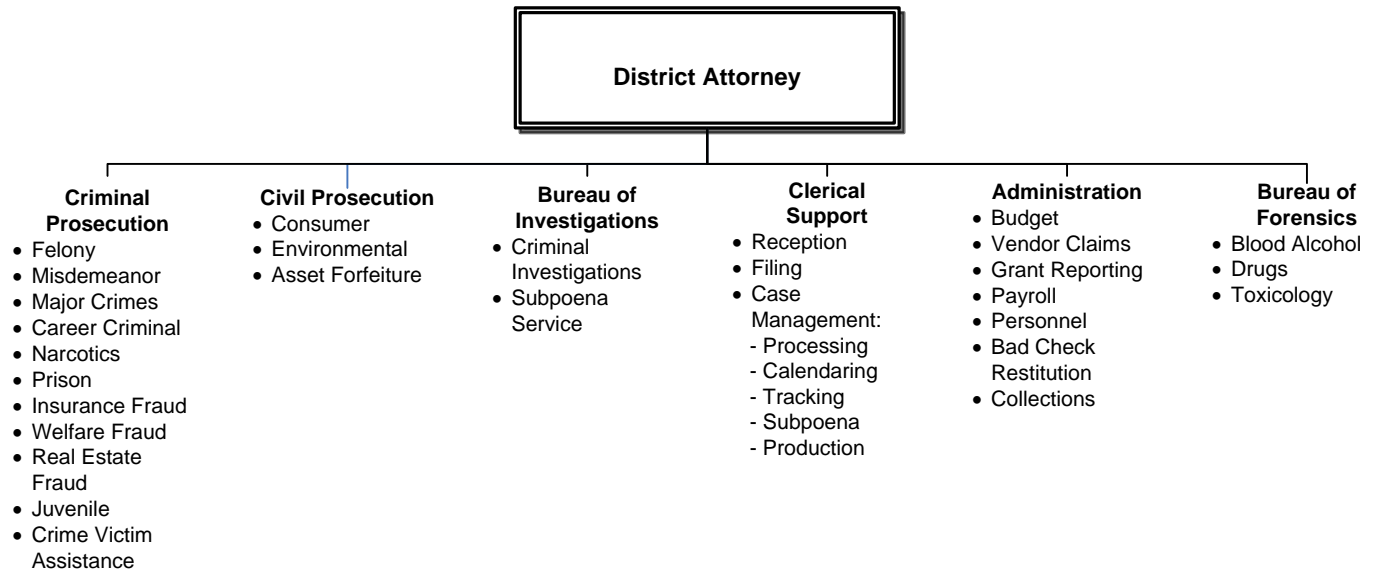
**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

There are currently two legislative bills pending, one State and one Federal, that would impact the Child Support Program if enacted. Assembly Bill (AB) 1654 would allow families receiving CalWORKs to retain more of the child support collected when a payment is received. Currently, when a child support payment is received on behalf of a child receiving CalWORKs, up to the first \$50 is paid to the family; the remaining amount is returned to Federal, State and County government as recoupment for public assistance. If AB 1654 is approved, the current payment of up to \$50 will increase to up to \$100 for the first child and up to \$200 for families with two or more children. These dollars would not be considered income or deducted from assistance that the family receives. The increase is intended to help families meet their basic needs.

In addition, the Supporting At-Risk Children Act of 2013 (S. 1870/S. 1877) contains several provisions impacting the child support enforcement program. Perhaps of greatest interest is the acknowledgement that parenting time or visitation arrangements are a part of child support discussions for divorced parents. If enacted, the State will implement procedures for establishing voluntary parenting time arrangements at the time a child support order is initially issued for separating, non-married parents.



**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>	
FY2013/14 Third Quarter Projection:	18,687,840
FY2014/15 Recommended:	19,533,530
County General Fund Contribution:	9,929,993
Percent County General Fund Supported:	51%
Total Employees (FTEs):	119

**FUNCTION AND RESPONSIBILITIES**

Headed by the elected District Attorney, as set forth in both the California Constitution and Government Code Section 26500, the District Attorney's Office is responsible for assisting law enforcement and other public agencies in the prosecution of those cases that can be proven beyond a reasonable doubt. The District Attorney carries out these responsibilities through various bureaus including; major crimes, general felony and misdemeanors, career criminal, narcotics, fraud prosecutions, prison crimes, and civil prosecutions. The Office also provides county law enforcement agencies with forensic laboratory services and evidence collection and storage in support of criminal offense prosecution. Additionally, the District Attorney may sponsor, supervise, or participate in any project or program to improve the administration of justice. Through these efforts the District Attorney's Office pursues its mission to achieve justice for victims and to protect the community.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Accomplishments include:

- In July 2013, the District Attorney's Crime Laboratory completed its first annual surveillance inspection from the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB). During 2014, it is anticipated that the laboratory will begin accepting case requests for analysis in the disciplines of Arson Analysis and Firearms/Ballistic comparisons. The laboratory has been helping Napa County with their 11550 program on a fee for service basis and has started a pilot project with Yolo County in Toxicology and Forensic Chemistry.
- The District Attorney's Consumer and Environmental Crimes unit was successful in obtaining multiple settlements in FY2013/14. In March 2014, the unit settled a case with a large retailer led by the District Attorneys of Solano, Alameda, and San Joaquin counties. With \$18.1 million in penalty and costs, Solano County's share is \$953,000. The case claims that more than 118 retail stores throughout the State unlawfully handled and disposed of various hazardous wastes and materials over a six and a half year period. Also in March 2014, Solano and eight other counties settled with Safeway over false advertising. Of the \$2.25 million Safeway will pay in penalty and costs, the Solano County District Attorney's Office will receive \$222,000.

- The District Attorney was awarded two key grants in FY2013/14. The first grant award of \$255,512 is from the Attorney General's Foreclosure Crisis Recovery Fund. These funds will benefit the residents of Solano County in the investigation and prosecution of mortgage and foreclosure fraud. The second grant award of \$195,533 from the Board of State Community Corrections allows for the continued implementation of the Anti-Drug Abuse Enforcement Team Program.
- In November 2013, the Board of Supervisors approved an increase in certain recording fees, from \$3 to the maximum allowable of \$10, effective January 1, 2014 through December 31, 2015, with the possibility of extension pending the outcome and impact of the fee increase. The fees collected are placed in a Real Estate Fraud Prosecution Trust Fund ("Fund"), and are expended on programs to enhance the capacity of the Solano County District Attorney to deter, investigate, and prosecute real estate fraud crimes. The increase in the fee allows for the necessary funding for positions within the unit and for the expansion of outreach efforts and the establishment of preventative and detective controls necessary to deter and detect the instances of real estate fraud in Solano County.

Challenges include:

- On July 1, 2013, under AB109 Public and Safety Realignment the District Attorney's office assumed responsible for prosecuting all parolees for parole violations. This was a change in duties and expanding legal responsibilities.
- As part of AB109 and Community Corrections Partnership, the District Attorney continues to closely monitor the impact of the opening of Centers for Positive Change, and the effectiveness of rehabilitative services to felons who are under supervision of the County rather than the State due to Realignment.
- The District Attorney's Office as a result of the increased numbers of violent offenses, e.g. homicides, and the opening of a new criminal court in Fairfield has experienced an increased workload. These increases, in turn have resulted in a high volume of external customers served by limited staff at the front reception areas. Currently, the Vallejo office does not have dedicated front desk reception staff. As cases and offenses increase in number, staffing solutions are needed to address the increase of in-person queries in the DA Offices. The FY2014/15 Recommended Budget includes the addition of an Office Assistant II who will be responsible for the Vallejo front desk reception.
- The District Attorney's case management system, initially acquired in 1987, is no longer being supported by the vendor and is scheduled to be replaced. Funding has been identified and the DA will be seeking Board approval to proceed. However, there is concern about having available staffing resources to aide in the implementation.

**WORKLOAD INDICATORS**

- In FY2013/14, the District Attorney's Major Crimes Units handled 70 active homicide cases.
- During FY2012/13, the laboratory received the following:

Alcohol:	875 requests for analysis
Controlled Substances:	1,437 requests for analysis
Toxicology Screening:	372 requests for analysis
Toxicology Confirmation:	295 requests for confirmations
- During the period January 2013 – December 2013, the District Attorney's Office filed 8,942 cases.

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 CAO RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Criminal Prosecution	17,181,689	17,799,815	18,493,782	693,967	3.9 %
Civil Prosecution	507,364	813,800	800,115	(13,685)	(1.7) %
Investigations	0	0	0	0	0.0 %
Clerical Support	0	0	0	0	0.0 %
Administration	63,478	100,513	85,033	(15,480)	(15.4) %
Bureau of Forensics	216,549	151,600	154,600	3,000	2.0 %
<b>TOTAL REVENUES</b>	<b>17,969,080</b>	<b>18,865,728</b>	<b>19,533,530</b>	<b>667,802</b>	<b>3.5 %</b>
<b>APPROPRIATIONS</b>					
Criminal Prosecution	10,797,057	11,052,407	11,304,047	251,640	2.3 %
Civil Prosecution	508,906	813,800	800,115	(13,685)	(1.7) %
Investigations	2,257,854	2,441,395	2,739,756	298,361	12.2 %
Clerical Support	2,778,897	2,978,435	2,907,365	(71,070)	(2.4) %
Administration	521,043	595,352	762,743	167,391	28.1 %
Bureau of Forensics	1,039,048	984,339	1,019,504	35,165	3.6 %
<b>NET CHANGE</b>	<b>17,902,805</b>	<b>18,865,728</b>	<b>19,533,530</b>	<b>667,802</b>	<b>3.5 %</b>
<b>STAFFING</b>					
Criminal Prosecution	51.0	52.25	52.75	0.5	1.0 %
Civil Prosecution	5.0	7.0	7.0	0.0	- %
Investigations	17.0	17.0	18.0	1.0	6.0 %
Clerical Support	28.0	29.0	29.0	0.0	- %
Administration	4.5	5.5	5.75	0.25	5.0 %
Bureau of Forensics	6.5	6.5	6.5	0.0	- %
<b>TOTAL STAFFING</b>	<b>112</b>	<b>117.25</b>	<b>119</b>	<b>1.75</b>	<b>1.0 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$667,802 or 3.5% in both revenues and appropriations when compared to the FY2013/14 Adopted Budget. The Office's primary funding source is the General Fund, which comprises approximately \$9,929,993 or 51.0% of the Recommended Budget. In FY2014/15 the General Fund contribution is increased by \$23,582 or less than 1% when compared to the FY2013/14 Adopted Budget.

Other funding sources include the following:

State allocation of \$4,430,158 from the Public Safety Augmentation Fund, which is funded from the public safety-dedicated ½ cent sales tax (Proposition 172), reflects an increase in FY2014/15 of \$170,976 or 4%.

State and Federal funding for the following programs:

Reimbursements of \$1,100,000 for the prosecution of crimes within State Prison, under Penal Code 4700. These revenues are expected in line with both FY2012/13 and FY2013/14.

\$659,683 in reimbursements for parole revocation, prosecution of cases related to the Post-release to Community Supervision (PRCS), and other program services under AB109, which reflects a \$60,890 or 10.2% increase when compared to the FY2013/14 Adopted Budget. The increase is due to additional mandates beginning on July 1, 2013 which require the DA to prosecute parolees charged with parole violations. In FY2013/14, the Department added 1.0 FTE Deputy District Attorney, a 1.0 FTE Legal Secretary and a 1.0 FTE Victim Assistant funded by AB109 to address the impact on workload of 2011 Public Safety Realignment.

Reimbursements of \$1,112,951 in for the prosecution of fraudulent cases related to:

- Auto Insurance Fraud \$161,826
- Worker's Compensation Fraud \$173,388
- Welfare Fraud \$175,000



## Functional Area Summary

## 6500 – Fund 900-District Attorney Donald A. du Bain, District Attorney Judicial

- DUI Vertical Prosecution \$256,506
- Victim Witness \$273,670
- Victims Compensation Govt. Claims Board \$ 72,561

The Department continues to seek alternative ways to meet mandated service requirements by seeking grants and other funding sources.

The Office's primary cost centers are the Criminal Prosecution Division, Clerical, Investigations, Civil Division, and Bureau of Forensics Services. The Office's expenditures budget includes Salary and Employee Benefits expense of \$15,817,180 or 81% of the total budget. Salaries and Employee Benefits will have a net increase in FY2014/15 of \$573,091 or 3.8% due primarily to the addition of positions and the wage increases for SEIU and the Deputy Sheriff's Association in 2013 and 2014. Other increases in Salary and Employee Benefits include the cost of positions added during the FY2013/14 and increases in retirement and health benefit costs.

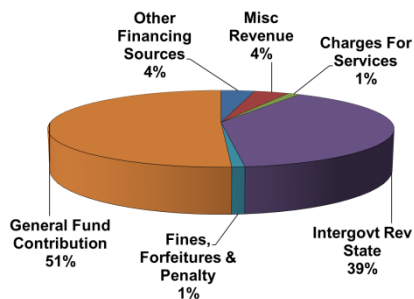
The Office's other major expenses include:

\$833,491 for central data processing charges, which reflects a 34% increase as a result of new charges for contractor Log-in ID's and overall increases in operating costs in the Department of Information Technology (DOIT).

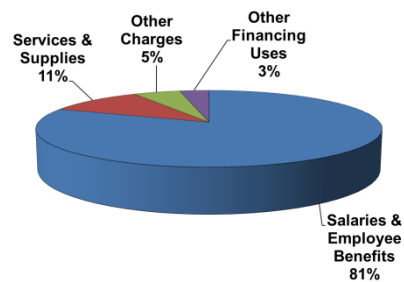
\$199,990 in other professional services which reflect an increase of \$17,497 or 10.0% due to the increased need for professional contract services such as subject matter experts.

\$148,082 in liability insurance which reflects a decrease of \$3,753 or 2.5% due to a reduction in the Departmental contribution required. The department's contribution for liability insurance is determined by Risk Management and is based on several factors including history of losses.

**SOURCE OF FUNDS**



**USE OF FUNDS**



<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	102,059	218,631	201,633	(16,998)	(7.8%)
Intergovernmental Rev State	7,120,085	7,218,132	7,675,480	457,348	6.3%
Charges For Services	253,981	255,000	257,000	2,000	0.8%
Misc Revenue	237,252	530,272	744,309	214,037	40.4%
Other Financing Sources	722,689	737,282	725,115	(12,167)	(1.7%)
General Fund Contribution	9,533,014	9,906,411	9,929,993	23,582	0.2%
<b>TOTAL REVENUES</b>	<b>17,969,080</b>	<b>18,865,728</b>	<b>19,533,530</b>	<b>667,802</b>	<b>3.5%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	13,898,510	15,244,089	15,817,180	573,091	3.8%
Services and Supplies	2,026,846	1,819,893	2,087,614	267,721	14.7%
Other Charges	1,239,755	1,195,165	1,000,232	(194,933)	(16.3%)
F/A Equipment	155,854	0	0	0	0.0%
Other Financing Uses	550,910	606,581	628,504	21,923	3.6%
Intra-Fund Transfers	30,930	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>17,902,805</b>	<b>18,865,728</b>	<b>19,533,530</b>	<b>667,802</b>	<b>3.5%</b>
<b>NET CHANGE</b>	<b>(66,275)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Department budget reflects the annualized costs of increased staff offset by increased revenues. In addition, the Department has been informed of a \$209,883 increase for Central Data Processing Services in FY2014/15. Service and Supplies expense increased by 33% over FY2013/14 in Central Data Processing Services. The increase is attributed to charges for outside contractor Log-in ID's by the County's Department of Information Technology's (DoIT). This new cost recovery methodology increased charges to the District Attorney's Office for FY2014/15.

**SUMMARY OF POSITION CHANGES**

Changes in the Department position allocations since the adoption of the FY2012/13 Budget are provided below:

In November 2013, the following Limited Term position expiring September 30, 2014 was added funded by the California Office of Traffic Safety Grant:

- Added 0.5 FTE Limited Term Deputy District Attorney I-IV

In November 2013 the Board approved the following add/delete:

- Added 1.0 FTE Administrative Services Manager
- Delete 1.0 FTE Staff Analyst (Senior)

On February 11, 2014, as part of the Midyear Budget Report, the Board approved the following changes to the Department's position allocations:

- Added 1.0 FTE Limited Term District Attorney Investigator, expiring December 31, 2015
- Added 0.25 FTE Accounting Clerk III to increase the total allocation to 0.5 FTE
- Reclassify 1.0 FTE Legal Secretary to a 1.0 FTE Administrative Secretary

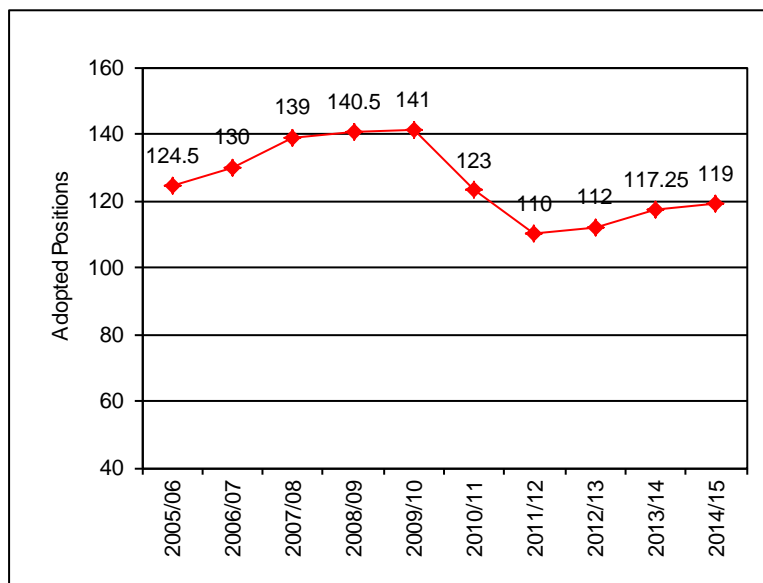
The FY2014/15 Recommended Budget includes the District Attorney's request to delete the following positions which will be replaced with the additions below:

- 1.0 FTE District Attorney Investigator
- 1.0 FTE Legal Procedures Clerk

In the FY2014/15 Recommended Budget the District Attorney is requesting to add the following positions:

- 1.0 FTE Supervising Investigator –The position will serve in the Investigative Unit to supervise staff within the unit. This position, which has been filled in the past, would provide the supervisory expertise needed to operate the unit. With more than 20 staff within the Investigative Unit, the lack of a Supervising Investigator has created challenges for the Chief DA investigator as the sole supervisor for all investigative staff. Having an investigator with a primary role as supervisor would improve efficiency among staff and would assist in investigations. This position is funded by the deletion of the 1.0 FTE District Attorney Investigator and by increased Proposition 172 Revenue in 2014/15.
- 1.0 FTE Office Assistant II –This position will assume responsibilities of front desk reception in the Vallejo District Attorney’s Office. This office has not had the assistance of permanent clerical staff at the front desk since 2011. This added position is funded by the deletion of 1.0 FTE Legal Procedures Clerk position.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The ongoing implementation of AB 109/Realignment on the Public Safety Criminal Justice System continued to increase the number of parole violation cases. The department will continue to evaluate the caseload impact and provide recommendations for appropriate staffing levels going forward.

The FY2014/15 Recommended Budget includes the full year funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are funded by the State AB 109 allocation in FY2014/15 and AB 109 carry forward funds from prior years unspent allocations. The use of one-time carry forward has been applied to existing, now operational programs, so they may continue, and to address the State AB 109 funding shortfall in FY2014/15. The Department and the County Administrator are 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.

**6500 – Fund 900-District Attorney  
Donald A. du Bain, District Attorney  
Judicial**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
4100 DA SPECIAL REVENUE	2,024,714	322,838	320,975	(1,863)	(0.6%)
5500 OFFICE OF FAMILY VIOLENCE PREV	305,702	372,099	323,288	(48,811)	(13.1%)
<b>APPROPRIATIONS</b>					
4100 DA SPECIAL REVENUE	677,215	782,844	771,090	(11,754)	(1.5%)
5500 OFFICE OF FAMILY VIOLENCE PREV	646,125	877,248	842,610	(34,638)	(3.9%)
<b>NET CHANGE</b>					
4100 DA SPECIAL REVENUE	1,347,499	(460,006)	(450,115)	9,891	(2.2%)
5500 OFFICE OF FAMILY VIOLENCE PREV	(340,423)	(505,149)	(494,028)	11,121	(2.2%)

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

**FUNCTION AND RESPONSIBILITIES**

This special revenue fund provides a funding source for the investigation, detection and prosecution of crime, including drug use and gang activity, consumer protection and environmental protection.

This budget is under the direction of the District Attorney (DA) and is divided into three principal budgetary divisions:

- Division 4101 – DA Narcotic Asset Forfeiture Fund - Pursuant to the California Health and Safety Code Section 11489, the sources of revenue for this fund are cash and proceeds from the sale of seized property that have 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 involving 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 involving the prosecution of consumer protection cases.
- Division 4103 – DA Environmental Protection Fund – California Health and Safety Code Section 25192 provides that a percentage of fines levied against the commission of environmental offenses be provided to the prosecuting agency bringing the action. The District Attorney has established this division of the DA Special Revenue Fund to provide a funding source in support of general investigation and all aspects involving the investigation and prosecution of environmental crimes. This division reimburses the DA’s operating budget in Fund 900, BU6500.

The fund balance in this Fund is restricted by funding source for each of the applicable divisions above.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,863 or 0.6% in revenues and a decrease of \$11,754 or 1.5% in appropriations when compared to the FY2013/14 Adopted Budget. Budgeted revenues and appropriations vary from year to year depending on the status and outcomes of the various cases. The difference between the budgeted revenues and appropriations is funded by available fund balance. Any unused fund balance has been appropriated as Contingencies (BU9116).

See related Budget Unit 9116 – Fund 233 Contingencies (refer to Contingency section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	1,782,397	322,838	320,975	(1,863)	(0.6%)
Revenue From Use of Money/Prop	13,791	0	0	0	0.0%
Intergovernmental Rev State	228,526	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,024,714</b>	<b>322,838</b>	<b>320,975</b>	<b>(1,863)</b>	<b>(0.6%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	0	45,000	45,000	0	0.0%
Other Charges	373	562	975	413	73.5%
Other Financing Uses	676,842	737,282	725,115	(12,167)	(1.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>677,215</b>	<b>782,844</b>	<b>771,090</b>	<b>(11,754)</b>	<b>(1.5%)</b>
<b>NET CHANGE</b>	<b>(1,347,499)</b>	<b>460,006</b>	<b>450,115</b>	<b>(9,891)</b>	<b>(2.2%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

**Division 4101** – The District Attorney’s Recommended Budget in the Asset Forfeiture Fund is in-line with the FY2013/14 Adopted Budget. No significant adjustments are noted.

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**Division 4102** – The FY2014/15 Recommended Budget funds the DA’s Consumer Protection Unit (in BU6500) via an operating transfer of \$725,115.

**Division 4103** – The District Attorney’s Recommended Budget in the Environmental Protection Fund is in-line with the FY2013/14 Adopted Budget. No significant adjustments are noted.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

## **FUNCTION AND RESPONSIBILITIES**

The Office of Family Violence Prevention (OFVP) was 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 nonprofit victim service agencies with a focus on countywide prevention efforts.

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

The principal budgetary activities of the OFVP 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 AB2405 funding imposed and collected by the Courts upon convictions of crimes of domestic violence California Penal Code Section 1463.27. (Fees are restricted to enhance services for Domestic Violence (DV) victims who are immigrants, refugees and/or rural community members); providing direction and staff support to the Solano Partnership Against Violence, the Board-Appointed DV Coordinating Council and advisory board, in addition to providing program oversight and fiscal support for the below outlined grant or dedicated revenue-funded projects.

### 5511 Solano Family Justice Center (SFJC) — Grant to Encourage Arrest Policies & Enforcement of Protection Orders Program (GTEAP)

The Solano Family Justice Center Project is a coordinated and collaborative victim service delivery model that co-locates victim services professionals. The goals are to improve victim safety, reduce costs through shared resources, improve offender accountability through increased successful prosecutions, and decrease children's exposure to violence by supporting victims' long-term safety through economic empowerment. The SFJC grant, funded by the US Department of Justice, Office on Violence Against Women, was awarded continuation funding of \$300,000 in September 2012, to support the SFJC's Limited-Term Social Worker III and Assistant Family Violence Prevention Coordinator through September 2014. This grant will also support approximately 500 additional service hours from an Extra-Help Resource Specialist (Social Worker II) co-located at the SFJC. The OFVP continues to apply for all available grants to support SFJC staff and has utilized funding from Domestic Violence Oversight Vital Records Fees to retain these key positions during periods when not eligible to apply for refunding.

### 5512 Solano Safe Haven Supervised Visitation Program (Safe Haven)

This grant of \$400,000 is funded by the U.S. Department of Justice, Office on Violence Against Women (OVW) and initially supported the planning and development of a supervised visitation program that takes into consideration the unique safety needs of domestic violence victims and their children. Now fully in the "Implementation Phase" of the award period, this grant primarily funds a contract with Child Haven, Inc. to provide court and non-court ordered supervised visitation for families experiencing domestic violence, that allows children to visit with the non-custodial parent in a setting that maintains safety for both the victim-parent and the children. The grant also funds a half-time Assistant Family Violence Prevention Coordinator to oversee the Safe Haven program.

### 5503 OFVP Domestic Violence Oversight—Vital Records Fees (DVO-VRF's)

Solano County's Vital Records Fees were authorized pursuant to State legislation first enacted in 2005 (Assembly Bill 2010) allowing for collection of an extra \$2 on certain vital records requests in order to fund governmental coordination and oversight of domestic violence related services. Subsequent legislation SB154 (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. With enactment, the county must also report to the Assembly and Senate Judiciary Committees on the fees received and expended no later than July 1, 2014. To facilitate reporting on this revenue, the 5503 OFVP Division was established. DVO-VRF funding was instrumental in the planning, development and launch of the Solano Family Justice Center. The OFVP

**5500 – Fund 001-Office of Fam. Violence Prevention Summary of Other Administered Budgets**  
**Donald A. du Bain, District Attorney**  
**Other Protection**

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recommends continued appropriation of this funding to support approximately 500 hours of service from the Extra-Help Social Worker II assigned to the Solano Family Justice Center.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The Office of Family Violence Prevention was successful in receiving \$65,000 from the Avon Foundation for Women to implement and facilitate a Victim Empowerment Program in partnership with LIFT3 Support Group and DV Shelter. As a result of this funding, staff developed empowerment workshops that include money management, obtaining a GED, enrolling in Solano Community College, legal rights of victims and other subjects that are much sought after by victims and survivors.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall decrease of \$48,811 or 13.1% in program revenues and a decrease of \$25,437 or 2.9% in appropriations when compared to the FY2013/14 Adopted Budget. The result is an increase of \$23,374 or 4.6% in Net County Cost from Adopted Budget. Net County Cost currently represents 62% of the OFVP's recommended budget.

The OFVP overall decrease in revenue is primarily resulting from an anticipated decrease in grant revenues of \$127,942 primarily due to the Solano Family Justice Center Community Defined Solutions to Domestic Violence Against Women grant expiring in September 2014, resulting in only 3 months of grant revenues included in FY2014/15 Recommended Budget. In FY2013/14 OFVP had revenues of \$247,292 for a full year of Solano Family Justice Center Community Defined Solutions to Domestic Violence Against Women grant related services. In FY2014/15 OFVP anticipates seeking additional grant funding for the Solano Family Justice Center Community Defined Solutions to Domestic Violence Against Women grant and will return to your Board if successful to accept the award and take all necessary action to administer the grant. The decrease above is partially offset by an increase in funding from the Avon Foundation and an increase in the use of Vital Records fees.

The primary costs of the OFVP include:

Salaries and Employee Benefits of \$442,275 represents a decrease of \$78,007 or 15% when compared to the FY2013/14 Adopted Budget. The decrease is primarily due to lower funding in FY2014/15 for the Solano Family Justice Center Community Defined Solutions to Domestic Violence Against Women Program which expires in September 2014 and thus represents only 3 months of expenses for the positions funded under the grant. In the prior year the grant funded positions for a full 12 months.

Services and Supplies of \$241,945 increased by \$21,103 or 9.6% which is primarily due to an increase in contracted and Other Professional services.

Other Charges of \$80,875 decreased by \$6,255 or 7.2% primarily due to countywide administrative overhead and building use charges for operation of the new SFJC in a stand-alone facility.

Intrafund services of \$71,552, which increased by \$39,202 or 121.2% primarily due to the new SFJC which requires utilities costs, grounds keeping and custodial services from the General Services Department.



**Summary of Other Administered Budgets 5500 – Fund 001-Office of Fam. Violence Prevention**  
**Donald A. du Bain, District Attorney**  
**Other Protection**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Licenses, Permits & Franchise	41,782	50,000	50,000	0	0.0%
Fines, Forfeitures, & Penalty	8,647	12,000	3,500	(8,500)	(70.8%)
Intergovernmental Rev Federal	146,942	290,099	162,157	(127,942)	(44.1%)
Charges For Services	2,362	0	0	0	0.0%
Misc Revenue	105,969	20,000	107,631	87,631	438.2%
<b>TOTAL REVENUES</b>	<b>305,702</b>	<b>372,099</b>	<b>323,288</b>	<b>(48,811)</b>	<b>(13.1%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	422,150	520,282	442,275	(78,007)	(15.0%)
Services and Supplies	170,450	220,842	241,945	21,103	9.6%
Other Charges	33,704	87,130	80,875	(6,255)	(7.2%)
Other Financing Uses	14,691	16,644	15,164	(1,480)	(8.9%)
Intra-Fund Transfers	5,130	32,350	71,552	39,202	121.2%
<b>TOTAL APPROPRIATIONS</b>	<b>646,125</b>	<b>877,248</b>	<b>851,811</b>	<b>(25,437)</b>	<b>(2.9%)</b>
<b>NET COUNTY COST</b>	<b>340,423</b>	<b>505,149</b>	<b>528,523</b>	<b>23,374</b>	<b>4.6%</b>
<b>STAFFING</b>					
Office of Family Violence Management	5.0	5.0	5.0	0.0	0.0 %
<b>TOTAL STAFFING</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>0.0</b>	<b>0.0 %</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- In December 2012, the Board voted unanimously to allow the Department to move forward with a 30-month Pilot Project of expansion and relocation of OFVP’s SFJC and Safe Haven programs to a stand-alone facility. The SFJC and Safe Haven programs are able to share the site by offering mutually exclusive hours of operations to clients served, thus maximizing the use of the facility while still ensuring safety for DV victims and their children. As a result costs associated with occupation of the new site have increased OFVP’s Intra-fund Services charges, creating an increase in net county cost.
- The Solano Safe Haven: Supervised Visitation Program is now fully in the project’s “Implementation Phase”. The federal funding for this program is distributed in two separate grant programs, the first of which the County has received and was expended in planning and implementing the program. The second phase of funding will be released under the US Department of Justice, Office on Violence Against Women’s Justice for Families Grant program, which the OFVP applied and will receive notice of funding in September 2014. If successful, the OFVP will seek Board approval to recognize additional federal revenue, and to increase appropriations to extend the Limited-Term Safe Haven Assistant Family Violence Prevention Coordinator position and any existing contracts related to the Safe Haven Program at that time.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2013/14 Budget are provided below:

On May 13, 2014 as part of the Third Quarter Budget Report, the Board approved the extension of the following limited-term positions to 6/30/2015:

- 1.0 FTE Limited-Term SFJC Assistant Family Violence Prevention Coordinator
- 1.0 FTE Limited-Term SFJC Social Worker III

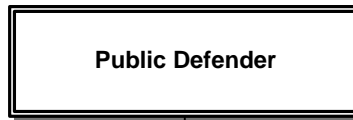
**PENDING ISSUES AND POLICY CONSIDERATIONS**

Federal rules do not allow for grantees to request extension of their project-period until 90-days prior to the current grant end-date. Given that, the earliest the OFVP can request an extension for the Safe Haven: Supervised Visitation project is July, 2014. If successful, staff will submit an Appropriation Transfer Request for Board approval to receive and appropriate additional revenue at that time.

**5500 – Fund 001-Office of Fam. Violence Prevention Summary of Other Administered Budgets**  
**Donald A. du Bain, District Attorney**  
**Other Protection**

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With the continued federal budgetary impasse, it is unclear whether either of the Department's federal awards may be at risk of having funding reduced or eliminated during the coming fiscal year. Should that occur, the Department will work with their CAO Analyst to identify alternative funding sources to support continued implementation of these critical programs.



- Public Defender**
- Felony
  - Misdemeanor Division
  - Juvenile Delinquency
  - Juvenile Dependency
  - Civil
  - Sexually Violent Predators
  - Contempts
  - Investigations
  - Clerical Support
  - Administration

**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 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>	
FY2013/14 Third Quarter Projection:	10,037,659
FY2014/15 Recommended:	10,448,411
County General Fund Contribution:	9,572,912
Percent County General Fund Supported:	91.6%
Total Employees (FTEs):	58.5

**FUNCTION AND RESPONSIBILITIES**

Like most California counties, Solano County fulfills its Constitutional mandate by means of a Public Defender's Office, established in 1968, pursuant to Government Code sections 27700-27712 and Penal Code section 987.2.

The Public Defender maintains offices in Fairfield and Vallejo, where Superior Court proceedings are held. The scope of representation includes all phases of criminal litigation from arraignment through 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 traffic misdemeanors to serious felonies, including capital offenses. Some cases involve representation of clients for family civil contempt or the failure to provide for a child or children. The Civil Unit provides competent legal representation to individuals threatened with conservatorship proceedings.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Represented nearly 17,000 clients in 2013 including new and ongoing cases.
- Collaborated with the Solano Community Corrections Partnership (CCP) in developing and implementing the County's 2011 Public Safety Realignment Act Implementation Plan for (AB 109).
- Investigations staff served over 1,800 subpoenas in 2013.

**Lesli Caldwell, Public Defender**  
**Judicial**

- Collaborated with H&SS and community groups to represent women with children in the Women Reentry Achievement Program (WRAP).

### WORKLOAD INDICATORS

- Relying on a legal team of 34 attorneys, 6 investigators and 14 clerical in the year 2013 the Public Defender's Office opened new cases for 3,733 felony clients, 6,228 misdemeanor clients and 442 juvenile clients.
- As a result of the State AB 109 Realignment the Department staffed 1.0 FTE attorney, 1.0 FTE Legal Secretary, 0.4 FTE Social Worker III and 0.5 FTE Paralegal, throughout FY2013/14 to provide representation and services to the increase in clients due to 2011 Public Safety Realignment.
- In FY2012/13 the Board of Supervisors approved the addition of 1.0 FTE, limited term, Deputy Public Defender to address the increased felony caseload and the Court opening a fifth Felony Department in Fairfield. To continue to address this ongoing increase in felony caseload and the fifth Felony Department, the Public Defender's Office is requesting that this position be converted to a permanent position in FY2014/15.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
PUBLIC DEFENDER	9,628,633	10,405,139	10,448,411	43,272	0.4%
<b>TOTAL REVENUES</b>	<b>9,628,633</b>	<b>10,405,139</b>	<b>10,448,411</b>	<b>43,272</b>	<b>0.4%</b>
<b>APPROPRIATIONS</b>					
PUBLIC DEFENDER	9,628,633	10,405,139	10,448,411	43,272	0.4%
<b>TOTAL APPROPRIATIONS</b>	<b>9,628,633</b>	<b>10,405,139</b>	<b>10,448,411</b>	<b>43,272</b>	<b>0.4%</b>
<b>CHANGE IN FUND BALANCE</b>					
PUBLIC DEFENDER	(1)	0	(194,802)	(194,802)	0.0%
<b>NET CHANGE</b>	<b>(1)</b>	<b>0</b>	<b>(194,802)</b>	<b>(194,802)</b>	<b>0.0%</b>
<b>STAFFING</b>					
PUBLIC DEFENDER	54	57.5	58.5	1.0	1.7%
<b>TOTAL STAFFING</b>	<b>54</b>	<b>57.5</b>	<b>58.5</b>	<b>1.0</b>	<b>1.7%</b>

### DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an overall decrease of \$43,272 or 0.4% in both revenues and appropriations when compared to the FY2013/14 Adopted Budget. The FY2014/15 General Fund contribution increased by \$56,617 or 0.6%. The increase in General Fund support is primarily the result of an increase in salary and employee benefits due to the addition of staff to address the representation needs in the fifth felony courtroom initially approved in FY2013/14 and the increase costs for retirement and health benefits.

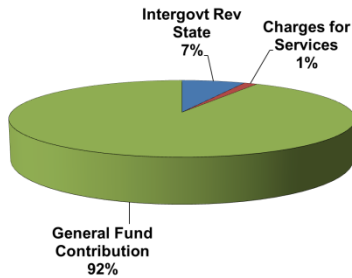
The Department's primary funding source is the General Fund. To minimize the impact on the General Fund the Public Defender has aggressively sought grants and other sources of funding; however, very few grants and other sources of funding for the Department to enhance its revenues exist for criminal defense work.

The Department's other funding sources include: 2011 Public Safety Realignment (AB 109) for representation of clients affected by the State's 2011 Realignment of the criminal justice system, in particular, the rising number of persons charged with violating their Post Release Community Supervision, State sales tax related to 1991 Realignment, a continuation of funding from the Administrative Office of the Courts through December 31, 2014 for representation of parents in Dependency Court, and legal fees charged to clients.

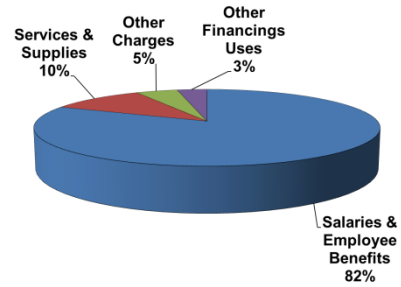
**DEPARTMENT COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Intergovernmental Rev State	415,350	729,565	725,604	(3,961)	(0.5%)
Charges For Services	245,761	159,279	149,895	(9,384)	(5.9%)
General Fund Contribution	8,967,522	9,516,295	9,572,912	56,617	0.6%
<b>TOTAL REVENUES</b>	<b>9,628,633</b>	<b>10,405,139</b>	<b>10,448,411</b>	<b>43,272</b>	<b>0.4%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	7,768,724	8,344,440	8,528,058	183,618	2.2%
Services and Supplies	1,066,499	1,216,725	1,100,459	(116,266)	(9.6%)
Other Charges	474,606	512,045	477,914	(34,131)	(6.7%)
Other Financing Uses	318,753	331,929	341,980	10,051	3.0%
Intra-Fund Transfers	50	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>9,628,633</b>	<b>10,405,139</b>	<b>10,448,411</b>	<b>43,272</b>	<b>0.4%</b>
<b>NET CHANGE</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Revenues from collection of Legal Fees charged to Public Defender clients that are determined by the Court to be able to pay will decrease \$9,384 due to reduced collections by the Probation Department. A decrease of \$150,397 in the Services and Supplies and Other Charges is offset by an increase to Salaries and Employee Benefits of \$183,616. The increase to Salaries and Employee Benefits includes the cost of 1.0 FTE Deputy Public Defender converted from Limited-Term to permanent, the extension of 1.0 FTE Limited Term Legal Secretary through July 2015 and increased benefit costs such as health and retirement.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2013/14 Budget are provided below:

On October 22, 2013 the Board approved the extension of the following Limited Term position to address the increased workload related to the addition by the Superior Court of a felony department, to July 19, 2014:

- 1.0 FTE Limited Term Deputy Public Defender I-IV

Lesli Caldwell, Public Defender  
Judicial

- 1.0 FTE Limited Term Legal Secretary

On November 5, 2013 the Board approved the extension of the following Limited Term position funded by the Administrative Office of the Courts to December 31, 2014:

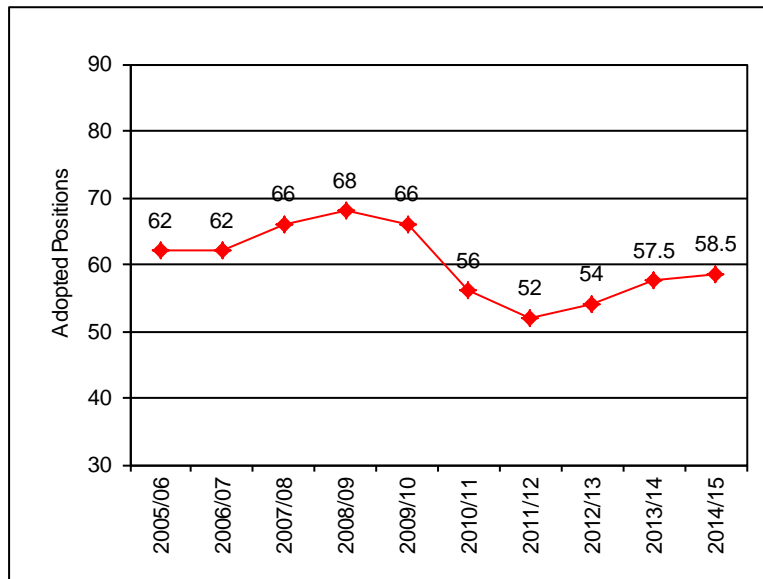
- 1.0 FTE Limited Term Deputy Public Defender I-IV

On March 31, 2014 the Department made a technical correction to transfer 1.0 FTE Legal Secretary to the Public Defender from the Alternate Defender.

The FY2014/15 Recommended Budget includes the Public Defender's request:

- Conversion of 1.0 FTE Limited Term Deputy Public Defender to a permanent position in FY2014/15 to address this ongoing felony caseload and the fifth Felony Department.
- Extension of 1.0 FTE Limited Term Legal Secretary expiring January 31, 2014 to continue to address the increased workload related to the addition by the fifth Superior Court felony department in Fairfield. This position supports the Deputy Public Defender I-IV.
- Transfer 1.0 FTE Deputy Public Defender V allocation from the Alternate Public Defender to the Public Defender. This position is currently under filled and will stay filled with the additional request to transfer 1.0 FTE Deputy Public Defender I-IV allocated position to the Alternate Public Defender's Office.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Recommended Budget includes the full year funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are funded by the State AB 109 allocation in FY2014/15 and AB 109 carry forward funds from prior years unspent allocations. The use of one-time carry forward has been applied to existing, now operational programs, so they may continue, and to address the State AB 109 funding shortfall in FY2014/15. The Department and the County Administrator are 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.

**Summary of Other Administered Budgets**

**6530 – Fund 900-Public Defender  
Lesli Caldwell, Public Defender  
Judicial**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
6540 ALTERNATE PUBLIC DEFENDER	2,938,538	3,167,606	3,340,965	173,359	5.5%
<b>APPROPRIATIONS</b>					
6540 ALTERNATE PUBLIC DEFENDER	2,938,538	3,167,606	3,340,965	173,359	5.5%
<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.

Lesli Caldwell, Public Defender  
Judicial

**DEPARTMENTAL PURPOSE**

The Alternate Public Defender provides Court-appointed legal representation to indigents for whom the Public Defender has declined representation due to a conflict of interest.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	3,205,023
FY2014/15 Recommended:	3,340,965
County General Fund Contribution:	3,206,833
Percent County General Fund Supported:	95.9%
Total Employees (FTEs):	19.5

**FUNCTION AND RESPONSIBILITIES**

The Constitutions of both the State of California and the United States of America extend the right of appointed legal representation to indigents accused of criminal conduct or in danger of losing a substantial right. Most counties in California, including Solano County, fulfill their Constitutional duty by establishment of a Public Defender’s Office. In certain cases, however, the Public Defender may have a conflict of interest, commonly occurring when a single case involves multiple indigent defendants, or some prior relationship exists with a party to the case. In these instances, the Public Defender must decline representation, and the County's obligations are met by the Alternate Public Defender's Office, unless a conflict of interest exists there as well. If both the Public Defender and the Alternate Public Defender decline to provide representation, the case would be assigned to private counsel under Other Public Defense (BU 6730).

The Office of the Alternate Public Defender maintains offices in Fairfield and Vallejo, where the Superior Courts proceedings are held. 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 June 2000, the Alternate Public Defender’s Office has operated under the administrative authority of the Public Defender. The Office's duties and characteristics are similar to those of the main Public Defender's Office (BU 6530). However, pursuant to California Penal Code section 987.2, the Alternate Public Defender's Office is organized as a separate division of the Public Defender's Office, under the direct supervision of the Chief Deputy Public Defender.

The majority of the clients represented by the Office are adults and juveniles accused of criminal offenses. The offenses range from traffic misdemeanors to serious felonies, including capital offenses. A small portion of the cases involve advising witnesses, whose testimony could be incriminating and conservatorships.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Represented over 4,200 clients in 2013 including new and ongoing cases.
- Collaborated with the Community Corrections Partnership to develop and begin implementation of the County's 2011 Public Safety Realignment Act Implementation Plan.
- Collaborated with H&SS and community groups to represent women with children in the Warrant Reduction Advocacy Project (WRAP).

**WORKLOAD INDICATORS**

Relying on a legal team of 12 attorneys, 2 investigators and 4.5 clerical staff in the year 2013, the Alternate Public Defender’s Office represented over 4,200 clients; opening new cases for 1,285 felony clients, 1,118 misdemeanor clients and 118 juvenile clients.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents overall increases of \$173,359 or 5.5% in revenues and appropriations when compared to the FY2013/14 Adopted Budget. The FY2014/15 General Fund contribution reflects an increase of \$166,128 or 5.5%. The increase in the General Fund contribution is primarily the result of an increase in salary and employee benefits due to the



addition of staff to address the fifth felony courtroom, the increase in investigative support and the increases in benefit costs, such as retirement and health care.

The Alternate Public Defender’s primary funding source is the General Fund. To minimize the impact on the General Fund the Alternate Public Defender has aggressively sought grants and other sources of funding to enhance revenues. However, it should be noted that there are very few grant opportunities available to criminal defense work.

The Alternate Public Defender’s other funding sources include: 2011 Public Safety Realignment (AB 109) for representation of clients affected by the State’s 2011 Realignment of the criminal justice system from the State on Counties, a continuation of funding from the Administrative Office of the Courts through December 31, 2014 for representation of parents in Dependency Court, and legal fees charged to clients.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Intergovernmental Rev State	28,210	34,266	40,715	6,449	18.8%
Charges For Services	177,186	92,635	93,417	782	0.8%
General Fund Contribution	2,733,143	3,040,705	3,206,833	166,128	5.5%
<b>TOTAL REVENUES</b>	<b>2,938,538</b>	<b>3,167,606</b>	<b>3,340,965</b>	<b>173,359</b>	<b>5.5%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	2,394,519	2,560,532	2,725,259	164,727	6.4%
Services and Supplies	265,858	289,023	322,607	33,584	11.6%
Other Charges	183,514	214,086	183,950	(30,136)	(14.1%)
Other Financing Uses	94,648	103,965	109,149	5,184	5.0%
<b>TOTAL APPROPRIATIONS</b>	<b>2,938,538</b>	<b>3,167,606</b>	<b>3,340,965</b>	<b>173,359</b>	<b>5.5%</b>
<b>NET CHANGE</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
Conflict Defender	17.5	20.0	19.5	(0.5)	(2.5%)
<b>TOTAL STAFFING</b>	<b>17.5</b>	<b>20.0</b>	<b>19.5</b>	<b>(0.5)</b>	<b>(2.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2013/14 Budget are provided below:

On October 22, 2013 the Board approved the extension of the following Limited Term position to address the increased workload related to the addition by the Superior Court of a felony department, to July 19, 2014:

- 1.0 FTE Limited Term Deputy Public Defender I-IV
- 0.5 FTE Limited Term Legal Secretary

On November 5, 2013 the Board approved the extension of the following Limited Term position funded by the Administrative Office of the Courts to December 31, 2014:

- 1.0 FTE Limited Term Deputy Public Defender I-IV

**Lesli Caldwell, Public Defender****Judicial**

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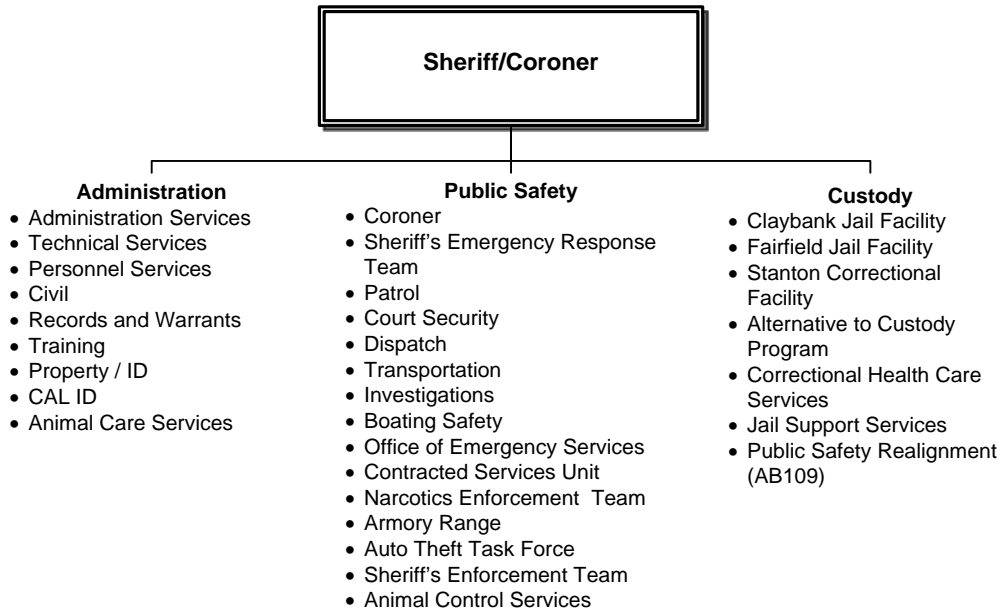
On March 31, 2014 the Department made a technical correction to transfer 1.0 FTE Legal Secretary to the Public Defender from the Alternate Defender.

The FY2014/15 Recommended Budget includes the Alternate Public Defender's request to add (0.5) FTE position:

- 0.5 FTE Process Server– This position is requested to address the increased workload related researching and delivering the over 700 subpoenas in the Alternate Public Defenders Office annually.
- Conversion of 1.0 FTE Limited Term Deputy Public Defender to a permanent position in FY2014/15 to address this ongoing felony caseload and the fifth Felony Department.
- Extension of 0.5 FTE Limited Term Legal Secretary expiring July 19, 2015 to continue to address the increased workload related to the addition by the fifth Superior Court felony department in Fairfield. This position supports the Deputy Public Defender I-IV.
- Transfer 1.0 FTE Deputy Public Defender V allocation from the Alternate Public Defender to the Public Defender. This position is currently underfilled and would stay filled with the transfer of 1.0 FTE Deputy Public Defender I-IV allocation from Public Defender to Alternate Public Defender.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Recommended Budget includes the full year funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are funded by the State AB 109 allocation in FY2014/15 and AB 109 carry forward funds from prior years unspent allocations. The use of one-time carry forward has been applied to existing, now operational programs, so they may continue, and to address the State AB 109 funding shortfall in FY2014/15. The Department and the County Administrator are 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.



**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 and the Office of Emergency Services (OES). The Sheriff's Office also provides a variety of support services including dispatch of public safety personnel and maintenance of criminal records.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	84,617,760
FY2014/15 Recommended:	90,516,255
County General Fund Contribution:	46,020,113
Percent County General Fund Supported:	50.9%
Total Employees (FTEs):	468

**FUNCTION AND RESPONSIBILITIES**

The Sheriff's Office:

- Prevents and detects criminal activity in the county through the following divisions: Patrol, Investigations, Custody, Court Services, Marine Patrol, Narcotics Enforcement, Alternatives to Custody and Transportation.
- Provides a variety of support services including dispatch of public safety personnel, maintenance of criminal records, evidence collection and storage, crime reporting, overseeing employees' training and standards, strategic planning, fiscal administration, implementation of operational standards, financing and implementation of its automated systems.
- Provides services as the County Coroner including death investigations, autopsies, and indigent burial.
- Oversees the Office of Emergency Services, which is the central coordinating agency in all county disaster events, establishing and managing an emergency operational plan, providing direction to first responders, and enlisting aid from various local and state agencies, and Federal when necessary.
- At the direction of the County Administrator and approval of the Board of Supervisors, is responsible for the operation and management of the County's Animal Care shelter and provides animal control services to the unincorporated areas.

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## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

### Accomplishments

#### *New Stanton Correctional Facility Project Completion*

Construction of the Stanton Correctional Facility, Solano County's new \$89 million, 362-bed, maximum security jail is on schedule for Fall of 2014. This project broke ground on August 28, 2012 at the County's Clay Bank Road site. The facility consists of podular maximum security housing units operated by a central control. The facility utilizes electronic security systems that optimize security while minimizing staffing requirements. The Stanton Correctional Facility will offer more convenience to the public, as well as the inmates, through the use of video visitation and modern telecommunication systems. The facility includes all ancillary support systems, including laundry facilities, an administrative services area, and a secure sally port with an intake and processing area. In conjunction with the new jail, the Sheriff and County are upgrading the jail management software system throughout the existing facilities as well.

#### *Senate Bill 1022 – Adult Local Criminal Justice Facility Construction Program*

On January 16, 2014, the State of California, Board of State and Community Corrections (BSCC) notified Solano County of our selection for a conditional award of \$23 million dollars to construct vocational/classroom training and rehabilitative services space (including mental health) to serve adult offenders in the custody of the Solano County Sheriff's Office. This project's construction will include a 10,000 square foot pre-engineered classroom training center, a 30,000 square foot pre-engineered vocational training center and a paved asphalt area used for driver training of buses and commercial vehicles. The Board of Supervisors on May 13, 2014 authorized County staff to proceed with the project, accepting the State funds. This project is scheduled for completion in November of 2017.

#### *Inmate Programs Manager*

As a result of the 2011 Public Safety Realignment/AB109, the inmate population continues to grow within Solano County, as many inmates who would have formerly been sentenced to State prison now remain in custody at the local level. The inmate population has seen a steady increase locally as this population remains in county custody for longer periods of time. Jail programming has had to evolve to meet the needs of this new and growing offender population. A dedicated Inmate Programs Manager was hired in February of 2014 with funding provided through Solano County's Community Corrections Partnership (CCP). The Inmate Programs Manager will be responsible to provide offender programming that meets or exceeds all state and federal mandates, and implement evidence based, educational & vocational programming and cognitive behavioral therapy with positive outcomes for our incarcerated population.

#### *Implementation of the Affordable Care Act (ACA) for the Incarcerated Population*

The Sheriff's Office is working collaboratively with the County Administrator's Office, Health and Social Services, Probation, and community partners to implement an enrollment process for the inmate population. With the expansion of the ACA benefits, there is an opportunity for enrollment, education and access to health, mental health and substance abuse services upon release from jail.

#### *Release Pharmacy Access*

The Sheriff's Office continues to provide release pharmacy prescriptions to those individuals leaving the jail and transitioning to the community. A contract with a provider that has a number of pharmacies within the county was implemented to allow a released inmate to obtain prescription medications for a two-week period upon release free of charge. The jail medical providers work with Probation, FACT (Forensic Assessment Community Treatment Program), and WRAP (Women's Reentry Achievement Program) and individual inmates for the continuation of medications.

#### *Reducing the presence of illegal drugs in Solano County*

The Solano County Sheriff's Office California Multi-Jurisdictional Methamphetamine Enforcement Team (Cal-MMET) and the Solano County Narcotics Enforcement Team (Sol-NET) made 132 arrests and recovered 38 guns during the 2013 calendar year. The unit confiscated a variety of drugs with a street value in excess of \$4.4 million, including 390 pounds of processed marijuana.

*Accountability for Sex Offenders*

Using grant funds obtained through the Sexual Assault Felony Enforcement (SAFE) program and the Child Sexual Predator Program, the Sheriff's Investigations Bureau continued its successful enforcement efforts in the area of tracking sex offenders. The bureau organized or participated in 10 felony sexual assault offender sweeps in which over 213 registered sex offenders living in Solano County were contacted, resulting in 49 arrests for violations of their release terms or new charges.

*Digital Investigative Services*

In October of 2013, the Sheriff assigned a full-time investigator to the Northern California Computer Crimes Task Force (NC<sup>3</sup>TF) in response to one of our challenges last year. With the proliferation of personal computing items such as computers, laptops, tablets, and cellular phones, stored data on these devices, potentially critical to investigations, must be retrieved and analyzed for many cases. Prior to the creation of this position, the Sheriff's Office outsourced this service for all high-profile cases. The deputy assigned to the program is learning the very specific skills required for this position and is becoming a skilled forensic computer specialist. The position funding is offset approximately 78% by grant funding.

*Contract Security Services*

The Sheriff's Office is experiencing an increase in demand for security services administered by Sheriff's Security Officers. The Sheriff's Security Officer is trained and armed as the first line of defense at securing threats, including perimeter and checkpoint security. The Sheriff's Security Officers are responsible for securing the Superior Court buildings and other county sites including Probation, Solano County Library, Resource Management's Parks Division, Solano Community College, and the area surrounding the County Administrative Center. The Contract Security Services Unit is proving to be an effective means to provide security at various county sites while maintaining the safety of its citizens and employees.

*Sheriff's Enforcement Team*

The Sheriff's Enforcement Team, funded by the 2011 Public Safety Realignment program, reports another successful and productive year. The team, in collaboration with municipal enforcement stakeholders, made 604 arrests, including 105 new criminal cases filed with the District Attorney's Office. The team recovered 7 stolen vehicles, 31 firearms and over 300 grams of illegal narcotics with a street value of approximately \$12,000. In addition, during the 2013 calendar year, SET conducted 32 sweeps, resulting in 628 individual Post-Release Community Supervision (PRCS) or Alternative to Custody (ATC) checks.

*Improving Operational Efficiency*

The Solano County Sheriff's Office and partnering agencies successfully completed a Mobile ID pilot program (October 21, 2013 – February 28, 2014). Deputies and local police officers are able to search and identify unknown subjects in the field in seconds by scanning the subject's fingerprints with the handheld scanning devices. The mobile ID search provides access to the local Solano County fingerprint database, Department of Justice fingerprint database, and the FBI's RISC (Repository for Individuals of Special Concern) fingerprint database.

New to the Sheriff's Office this year is the Standard and Ethics Bureau, which currently includes the Personnel and Training Unit as well as the Background Investigations Unit. Given the increased number of full-time employee (FTE) positions the Sheriff's Office has realized due to the opening of the Stanton Correctional Facility, and as a response to Public Safety Realignment and the addition of the Animal Shelter and Animal Control functions, the Sheriff has prioritized this critical department function by redeploying a full-time Sheriff's Lieutenant to manage this previously disbanded bureau. In order to do this, the former duties of this lieutenant were distributed among two other Public Safety Sheriff's Lieutenants.

The Coroner's Office transitioned to a new automated Coroner Record Management System. The program was custom built and previous data was migrated to the new system this last year. It provides a comprehensive system for case management, statistical searches and reporting.

The Office of Emergency Services (OES) facilitated the purchase of a Coroner multiple-casualty-incident morgue trailer through the Bay Area UASI grant. The morgue trailer cost was \$45,000. The purpose of the morgue trailer is to respond to local and regional mass-fatality scenes. The trailer is designed to hold 20 bodies that can weigh up to 500 pounds each. The trailer is equipped with an industrial strength refrigerator and it can be towed by a full-size SUV or pickup.

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*Enhanced Emergency Preparedness*

The Office of Emergency Services is continually working to extend its outreach to various stakeholders in the county involved in emergency preparedness. Several exercises and drills took place that expanded the capabilities of the participants, specifically the first responders and their support teams. In order to achieve the level of preparedness desired for the county, OES endeavors to work collaboratively with all who support the preparedness plan (local and non-profit). OES is currently managing six Homeland Security Grants that provide tremendous benefit to the operational area partners, creating electronic tactical blueprints for first responders, and enabling each to provide training and secure equipment.

One critical feature of OES is its volunteer programs, which continue to provide an invaluable service to Solano County. The Office of Emergency Services successfully created an Explorer (Cadet) Post. OES is currently working with a total of 13 law enforcement cadets and 7 search and rescue cadets.

Challenges

*Investigative Services*

Currently, the Narcotics Enforcement Team (Cal-MMET) and the Sheriff's Enforcement Team (SET) share a temporary building with several other Public Safety programs, including the Sheriff's Marine Patrol and the Transportation Bureaus. The building is a portable building that has exceeded its life expectancy in addition to being too small to support the operational needs of the bureaus assigned there. The SET has grown in the past two years, adding two US Marshals, one State Parole Officer, and one Fairfield Police Officer to the team of five Sheriff's Office employees. In addition, there are plans to add a Vallejo Police Officer to the team as soon as the City's staffing levels are able to support the move. Housing 29 employees in a portable unit built for 21 is challenging. Co-locating all investigative service units into one building is ideal and will require the use of existing County space that supports 41 employees; the aforementioned bureaus and the Investigative Services Bureau of 12. The Sheriff is working with the CAO and General Services to look at alternative space to address this space need.

*Patrol In-Car Video Systems*

The Sheriff's Office deployed a state-of-the-art in-car-video (ICV) program in 2008. All marked patrol vehicles currently utilize this system. The system has proven to be a success in many ways. Many complaints have been quickly resolved using the recorded camera systems and, very recently, a murder suspect was recorded with the system as he attempted to flee from the deputies, first via his truck and then on foot. The majority of the deployed systems are in excess of five years old and as the fleet of vehicles is replaced this will need to be upgraded and replaced as well. The Sheriff's Office continues to seek full deployment of ICV systems and camera replacement.

*Office of Emergency Services*

The expansion of volunteer programs in OES, such as the Cadet Program, will increase operating costs, as each new volunteer must be provided adequate personal protective equipment, uniforms and training. While private donations and out-of-pocket expenses have covered some of the expenses, these funds are subject to availability. Collectively, overtime costs will also increase due to the mandated training for the cadet advisors and the desire to bring in subject matter expert trainers, as well as the need to have both male and female advisors for the Cadet Program to satisfy the County's requirement to have same gender advisors when working with volunteer minors. The Sheriff will continue to seek funding opportunities.

*Dispatch*

Call volume and the potential number of public agencies being dispatched by the Sheriff's Dispatch Center, rely on skilled and trained dispatchers. A challenge recently has been to attract, train and retain sufficient numbers of staff among the various dispatch operations in the County.

**WORKLOAD INDICATORS**

Civil, Records & Warrant, Property and CAL ID	2009	2010	2011	2012	2013
Total annual civil papers received for processing	11,675	12,045	11,929	9,251	9,282
Number of restraining orders processed	2,275	2,160	2,249	3,075	2,177
Number of call-outs to crime scenes	31	26	25	22	20
Number of suspect fingerprints analyzed	66	132	90	194	279

Custody	2008/09	2009/10	2010/11	2011/12	2012/13
Bookings	18,485	16,323	14,767	15,863	14,758
Felonies	10,061	9,019	8,380	8,078	7,962
Misdemeanors	8,454	7,269	6,387	6,650	6,616
Average daily population	979	888	809	818	922
Average stay (Days)	19	20	20	20.5	229

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	61,455,357	68,635,879	71,000,568	2,364,689	3.4%
PUBLIC SAFETY	7,106,148	9,198,718	11,012,281	1,813,563	19.7%
CUSTODY	6,729,882	8,612,023	8,503,406	(108,617)	(1.3%)
<b>TOTAL REVENUES</b>	<b>75,291,387</b>	<b>86,446,620</b>	<b>90,516,255</b>	<b>4,069,635</b>	<b>4.7%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	14,709,448	18,132,838	18,931,649	798,811	4.4%
PUBLIC SAFETY	20,850,062	24,208,144	26,637,418	2,429,274	10.0%
CUSTODY	39,413,692	44,105,638	44,947,188	841,550	1.9%
<b>TOTAL APPROPRIATIONS</b>	<b>74,973,202</b>	<b>86,446,620</b>	<b>90,516,255</b>	<b>4,069,635</b>	<b>4.7%</b>
<b>NET CHANGE</b>	<b>(318,186)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

STAFFING					
Administration	50	50	53	3	6.0 %
Public Safety	145	145	156	11	7.6 %
Custody	237	259	259	0	0.0 %
<b>TOTAL STAFFING</b>	<b>432</b>	<b>454</b>	<b>468</b>	<b>14</b>	<b>3.1 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget for the Sheriff's Office is \$90,516,255, which represents an increase of \$4,069,635 or 4.7% in revenues, and an increase in appropriations of \$4,069,635 or 4.7% when compared to the FY2013/14 Adopted Budget. As a result, the Net County Cost/General Fund Contribution is increased by \$1,487,939 or 3.3%. The increase is largely attributed to salaries and benefits, insurance, and A87 Administrative Overhead increases.

The primary funding source for the Sheriff's Office is County General Fund Contribution of \$46,020,113 or 50.9% of the Recommended Budget. The primary source of non-County revenue is Proposition 172 Public Safety Tax; \$23,722,000 or 26.2% of total revenues. The Public Safety Tax is tied to State sales tax revenue and is directly impacted by the State's economy. The Sheriff's Office is projecting an increase of \$916,000 or 4.0% in Proposition 172 tax revenues over the current year Adopted Budget as California's economy appears to be recovering as supported by continued upward sales trends. Other principal

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funding sources include: State payments for providing court security services, \$6,731,000 or 7.4% of total revenues; and State allocations under Public Safety Realignment (a.k.a. AB109), \$6,455,000 or 7.1% of total revenues.

The Sheriff's Office's budget includes 463 positions (excluding Animal Care and the Auto Theft Task Force) with a request for 5.0 new FTE positions, for a total of 468.0 FTE positions. The 5 new positions requested are 3 new Deputy Sheriffs, 1 new Staff Analyst, and 1 new Legal Procedure Clerk. All 5 positions are revenue offset by anticipated increase to Prop 172.

The Sheriff's Office is organized in three distinct functions: Administration, Public Safety and Custody. The tables and graphs that follow illustrate the distribution of revenues and appropriations for the three functions.

#### ADMINISTRATION

The primary programs for Administration are Administrative Services, Training, and Technical Services. Other programs include Records and Warrants, Personnel Services, Civil, and Property & Identification.

The Recommended Budget for Administration is \$71,000,568 in revenues and \$18,931,649 in appropriations. These represent an increase of \$2,364,689 or 3.4% in revenues and an increase of \$798,811 or 4.4% in appropriations when compared to the FY2013/14 Adopted Budget.

The Sheriff's Office records all revenues and expenditures that are not directly related to a specific program or function in the Administration Function. The revenues include General Fund contribution and Proposition 172 revenues totaling \$69,741,830. Appropriations include Countywide Administrative Overhead (A-87), liability and risk insurance, workers compensation, communications costs, and central data processing services for the Sheriff's Office totaling \$11,458,811.

The Administration Recommended Budget funds 53.0 FTE positions.

#### PUBLIC SAFETY

The primary programs for Public Safety are Patrol, Court Services, the Coroner, and the Office of Emergency Services. Other programs include Marine Patrol, Transportation, Investigations, Armory, Security Services, the Sheriff's Emergency Response Team, and the Narcotics Enforcement Team.

The Recommended Budget for Public Safety is \$11,012,281 in revenues and \$26,637,418 in appropriations. This represents an increase of \$1,813,563 or 19.7% in revenues and an increase of \$2,429,274 or 10.0% in appropriations when compared to the FY2013/14 Adopted Budget. The increase in revenues is primarily due to an increase in Charges for Services associated with providing law enforcement and security services to other agencies including the Solano Community College, Solano County Libraries, Probation Department and the Solano County Superior Courts. Public Safety's Recommended Budget assumes State Supplemental Law Enforcement Services Fund (SLESF) monies will continue to support warrant service activities, Cal-MMET funding will continue to support a sergeant and deputy assigned to the Narcotics Unit, and 2011 Public Safety Realignment funding will continue to support the Sheriff's Enforcement Team. The decrease in grant revenue is due to the completion of the FEMA's Port Security Grant.

The 2011 Public Safety Realignment program budget allocation is \$1,209,786 in FY2014/15. The Realignment funding pays for the salary and benefits costs for 5.0 FTE positions: 1 Sergeant-Sheriff and 4 Deputy Sheriffs; certain operating costs associated with these positions, such as county garage service, fuel, communications, and office expense; and reimburses other law enforcement agencies for personnel participation in PRCS compliance checks. This program was established in response to and in compliance with the California Public Safety Realignment legislation as outlined in Assembly Bills 109, 111, 117, and 118.

The Recommended Public Safety budget funds 156.0 FTE positions.

#### CUSTODY

The primary programs for Custody are the Justice Center Detention Facility, the Clay Bank Detention facility, and the Stanton Correctional Facility. In addition, the Sheriff operates an Alternative to Custody program.

The Recommended Budget for Custody is \$8,503,406 in revenues and \$44,947,188 in appropriations. This represents a decrease of \$108,617 or 1.3% in revenues and an increase of \$841,550 or 1.9% in appropriations when compared to the FY2013/14 Adopted Budget.



The 2011 Public Safety Realignment program budget funding is \$5,245,386 for FY2014/15. The Realignment budget includes the salary and benefits costs for 27.0 FTE positions: 23 Correctional Officers, 3 Office Assistant IIs, and 1 Inmate Program Manager; and a portion of certain operating costs, such as food, household expense, maintenance, equipment, communications, and office expense.

The Stanton Correctional Facility project budget is \$2,144,375. The Stanton Correctional Facility budget includes the salary and benefit costs for 17.0 FTE positions: 2 Custody Sergeants and 15 Correctional Officers; and certain operating costs, such as equipment, software, and office expense.

**CONTRACT SERVICES**

Contract services (excluding software maintenance and support) represent a significant portion of the services and supplies section of the budget with a total of \$11.7 million. Six individual contracts with significant appropriations are listed below. Several contracts are revenue-offset.

- Medical, dental & mental health care to inmates: \$ 8,503,000
- Food service to inmates: \$ 1,740,000
- Evidence Based Programing Services: \$ 500,000
- Forensic pathology services: \$ 350,000
- Security for Superior Court of Solano County: \$ 197,000
- Electronic monitoring for ATC program: \$ 70,000

The Recommended Custody Budget funds 259.0 FTE positions.

**FIXED ASSETS**

The FY2014/15 Recommended Budget includes \$80,444 in fixed assets for computer equipment as follows:

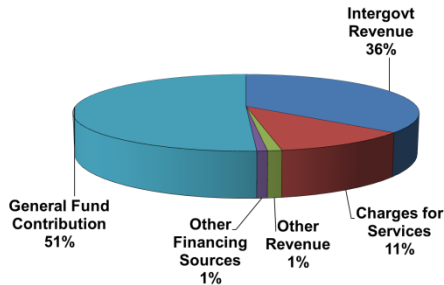
- \$70,000 for 10 new portable ruggedized laptops and related accessories plus mounting brackets to be installed in patrol vehicles to replace existing obsolete equipment in those vehicles; and
- \$10,444 for two new high speed document scanners, one each for the Civil and Records and Warrants Units.

**DEPARTMENT COMMENTS**

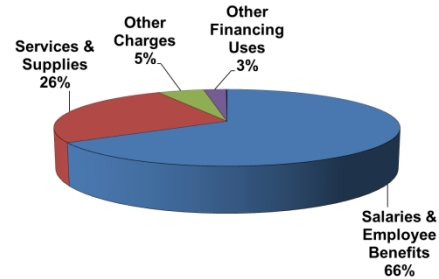
Public Safety Realignment

Since the start of Public Safety Realignment in October 2011, the percentage of Public Safety Realignment inmates to total inmate population has fluctuated between 30 and 45 percent. Given the Custody Division’s Recommended Budget of \$44.9 million, approximately \$13.5 million of costs may be attributed to Public Safety Realignment inmates. Although the Sheriff’s Office anticipates receiving \$5.3 million of the County’s share of Public Safety Realignment for custody operations, the revenue is decidedly insufficient to cover the true program costs. County General Fund dollars must then make up the difference.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Licenses, Permits & Franchise	20,542	20,000	20,000	0	0.0%
Fines, Forfeitures, & Penalty	337,383	335,000	337,500	2,500	0.7%
Revenue From Use of Money/Prop	312	0	200	200	0.0%
Intergovernmental Rev State	27,249,676	30,887,384	32,289,267	1,401,883	4.5%
Intergovernmental Rev Federal	418,320	647,370	230,213	(417,157)	(64.4%)
Charges For Services	7,632,568	7,931,256	10,191,132	2,259,876	28.5%
Misc Revenue	1,251,623	1,280,281	673,656	(606,625)	(47.4%)
Other Financing Sources	1,227,196	813,155	754,174	(58,981)	(7.3%)
General Fund Contribution	37,153,768	44,532,174	46,020,113	1,487,939	3.3%
<b>TOTAL REVENUES</b>	<b>75,291,388</b>	<b>86,446,620</b>	<b>90,516,255</b>	<b>4,069,635</b>	<b>4.7%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	50,351,663	57,423,961	60,143,364	2,719,403	4.7%
Services and Supplies	19,517,182	22,234,343	23,768,466	1,534,123	6.9%
Other Charges	3,243,458	4,215,014	4,627,190	412,176	9.8%
F/A Bldgs and Imprmts	0	25,000	0	(25,000)	(100.0%)
F/A Equipment	83,533	585,975	80,444	(505,531)	(86.3%)
Other Financing Uses	1,969,898	2,201,836	2,245,943	44,107	2.0%
Intra-Fund Transfers	(192,532)	(239,509)	(349,152)	(109,643)	45.8%
<b>TOTAL APPROPRIATIONS</b>	<b>74,973,202</b>	<b>86,446,620</b>	<b>90,516,255</b>	<b>4,069,635</b>	<b>4.7%</b>
<b>NET CHANGE</b>	<b>(318,186)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes the following significant adjustments:

- \$2,144,000 for costs associated with the 362-bed new Stanton Correctional Facility scheduled to open in the Fall of 2014.
- \$6,455,000 of Public Safety Realignment funds.
- \$1,311,000 in salary and benefits for 5 new positions for FY2014/15 and the 9 new positions approved by the Board in FY2013/14 at Mid-Year.
- \$465,000 in one time overtime costs to complete the training for more than 350 employees for the new Stanton Correctional Facility and the new jail management system.

- 
- \$715,000 increase to extra help for security services provided to the Courts, Solano Community College, General Services and the Library and is revenue offset.
  - \$350,000 increase in professional services for forensic pathologist service and is partially offset by the savings in the vacant position.
  - \$191,000 increase in contracted services for medical services impacted by the opening of the new Stanton Correctional Facility and
  - \$75,000 increase in contracted services for staff cost for court security services provided by Universal Protection Services due to the opening of the renovated courthouse.
  - \$182,000 increase in software for new software and systems: Level 2 VisionAir RMS Warrant interface; OS for new server; and RECON facial recognition software.
  - \$259,000 increase for County garage and fuel charges primarily to support additions to fleet for the resident deputies and for contracted services such as the college.
  - \$94,000 increase in medical/dental services due to higher third party medical/dental costs and the anticipation of increased number of incidents requiring inmate medical.
  - \$96,000 increase in clothing and personal supplies primarily due to the replacement of outdated ballistic vests as they are past useful life. Additionally, the Custody Division needs to replace tactical vests for both the Custody Response and Facility Search Teams. Moreover, new and extra-help positions, along with the Cadet Program, SAR, and OES volunteer group require uniforms and equipment.
  - Increases in allocated Share of County Costs:
    - \$245,000 for countywide administrative overhead.
    - \$330,000 for workers compensation insurance as the cost is based on claims for the prior 5-year period.
    - \$1,200,000 for county approved COLA's that are based on new bargaining agreements.
    - \$396,000 increase in central data processing for new DoIT Senior Systems Analyst and an IT Specialist to provide overall operations assistance and mobile radio installs in the patrol vehicles.

**SUMMARY OF POSITION CHANGES**

Since the FY2013/14 Adopted Budget was approved by the Board of Supervisors, the Sheriff's Office has added 9.0 FTE positions, converted a Legal Procedures Clerk from limited-term to an FTE position, and is requesting 5.0 FTE new position allocations in the Recommended Budget, for a net increase of 14.0 FTE positions. Changes in the Sheriff's Office's position allocations are provided below:

In February 2014 (Mid-Year), the following positions were added:

- 1.0 FTE Sergeant-Sheriff, 1.0 FTE Deputy Sheriff, and 1.0 FTE Sheriff's Security Officer; revenue offset; to provide supervision, building and perimeter security services to the Solano County Superior Courts, both at the Fairfield and Vallejo locations. The services included Salaries and Employee Benefits costs and are funded through Trial Court Security Funding provided directly to the County by the State of California.
- 1.0 FTE Lieutenant-Sheriff and 2.0 FTE Deputy Sheriffs to provide supervision and campus police service funded through a Memorandum of Understanding with Solano Community College.
- 1.0 FTE Sheriff's Security Officer to provide security services for the County's Center for Positive Change Vallejo; funded by Public Safety Realignment AB109.
- 1.0 FTE Public Safety Dispatcher (Senior) to provide dispatch services to Probation field operations; funded by Public Safety Realignment AB109.
- 1.0 FTE Legal Procedures Clerk to assist the public with legal processing services, replacing a current 1.0 limited-term Legal Procedures Clerk that is funded entirely through Civil Processing fee revenue.

- 1.0 FTE Legal Procedures Clerk to provide support services to the Sheriff’s Public Safety Division and other local public safety agencies through its Records & Warrants Unit; funded by an increase in Prop 172 revenues.

In May 2014 (3rd Qtr), the following limited-term positions were extended to 6/30/15:

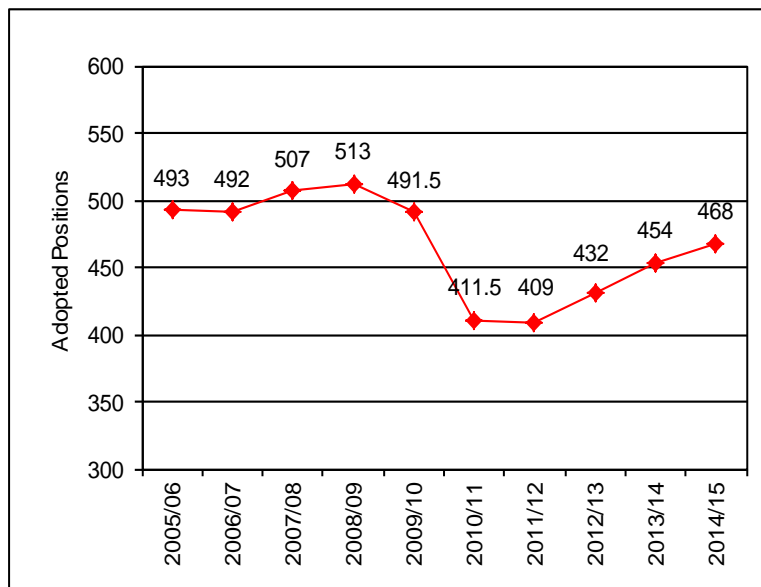
- 3.0 Limited-term Sheriff Security Officers to continue providing security services to the Superior Court.
- 1.0 Limited-term Office Aide to continue providing general support services to the Custody Division.

The Recommended Budget includes the following position allocation additions:

- 2.0 FTE Deputy Sheriffs to reinstate the Resident Deputy Program.
- 1.0 FTE Legal Procedures Clerks for the increased workload and hours of operation in the Records and Warrants Program.
- 1.0 .FTE Staff Analyst for administrative and contract support for the increases in programs.
- 1.0 FTE Deputy Sheriff to serve as the Public Information Officer.

These positions are funded through the increase in Prop 172 Sales Tax Revenue.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Recommended Budget includes the full year funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are funded by the State AB 109 allocation in FY2014/15 and AB 109 carry forward funds from prior years unspent allocations. The use of one-time carry forward has been applied to existing, now operational programs, so they may continue, and to address the State AB 109 funding shortfall in FY2014/15. The Department and the County Administrator are 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.

The Stanton Correctional Facility construction schedule is targeted for completion in the Fall 2014. In anticipation of the scheduled completion the Sheriff has been working with the County throughout FY2013/14 to add the necessary staff to bring the facility online. Staff allocated to the Stanton Correctional Facility are completing the necessary training and commissioning of the building and systems. In conjunction with the new facility the County has funded a new Jail Management System (JMS), which when complete will provide for significant enhancements over the existing system. The new JMS is a critical component of jail operations and will allow the Stanton Correctional Facility to operate with a different staffing pattern. Implementation of the

JMS is in the development and testing phase and at this point it is uncertain of the exact date when the JMS and the Stanton Correctional Facility will be brought online. The timing of opening the new jail is critical to meet State deadlines and to ensure inmate capacity in the Solano County correctional facilities. The Inmate population in the Spring of 2014 is trending in the 950 range with the total rated bed capacity 1,081 in the existing Clay Bank Detention Facility and Justice Center Detention Facility. The Sheriff will continue to monitor the inmate population and staffing necessary to safely operate the Solano County correctional facilities.

Depending on when the Stanton Correctional Facility is fully online, the Sheriff is exploring the possibilities of assisting other Counties and/or the United States Marshal Service by contracting to house inmates from their overcrowded facilities. By contracting out empty jail bed space the Sheriff can provide a viable mechanism to offset operational costs associated with running the Solano County correctional facilities while assisting other agencies.

**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>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
2550 EMPG GRANTS	167,923	36,865	-	(36,865)	(100.0%)
2560 SHERIFF OES	866,920	494,348	102,453	(391,895)	(79.3%)
2590 HOMELAND SECURITY GRANT	387,184	432,102	428,097	(4,005)	(0.9%)
2850 ANIMAL CARE SERVICES	2,008,920	2,210,999	2,367,982	156,983	7.1%
3250 SHERIFF'S OFFICE GRANTS	117,838	5,471	-	(5,471)	(100.0%)
3440 LLEBG	45,848	-	-	-	0.0%
4050 SHERIFF SPECIAL REVENUE	615,130	872,355	796,726	(75,629)	(8.7%)
4110 CIVIL PROCESSING FEES	238,458	251,226	233,500	(17,726)	(7.1%)
4120 SHERIFF ASSET SEIZURE	1,243	2,500	5,000	2,500	100.0%
5460 IND BURIAL VETS CEM CARE	6,815	6,300	6,500	200	3.2%
<b>APPROPRIATIONS</b>					
2550 EMPG GRANTS	170,392	36,865	-	(36,865)	(100.0%)
2560 SHERIFF OES	671,089	436,348	102,453	(333,895)	(76.5%)
2570 VALERO SETTLEMENT-SCRIP	153,475	155,272	154,800	(472)	(0.3%)
2590 HOMELAND SECURITY GRANT	555,518	387,953	428,097	40,144	10.3%
2850 ANIMAL CARE SERVICES	2,688,235	2,470,142	2,755,673	285,531	11.6%
3250 SHERIFF'S OFFICE GRANTS	119,944	2,911	-	(2,911)	(100.0%)
3440 LLEBG	45,850	186	-	(186)	(100.0%)
4050 SHERIFF SPECIAL REVENUE	736,218	862,420	696,098	(166,322)	(19.3%)
4110 CIVIL PROCESSING FEES	188,444	261,185	275,736	14,551	5.6%
4120 SHERIFF ASSET SEIZURE	449	2,818	420	(2,398)	(85.1%)
5460 IND BURIAL VETS CEM CARE	11,540	23,036	23,093	57	0.2%
5908 COUNTY DISASTER	151,619	-	-	-	0.0%
<b>NET CHANGE</b>					
2550 EMPG GRANTS	(2,468)	-	(1,976)	(1,976)	0.0%
2560 SHERIFF OES	195,831	58,000	-	(58,000)	(100.0%)
2570 VALERO SETTLEMENT-SCRIP	(153,475)	(155,272)	154,800	310,072	(199.7%)
2590 HOMELAND SECURITY GRANT	(168,333)	44,149	-	(44,149)	(100.0%)
2850 ANIMAL CARE SERVICES	(679,316)	(259,143)	(387,691)	(128,548)	49.6%
3250 SHERIFF'S OFFICE GRANTS	(2,106)	2,560	-	(2,560)	(100.0%)
3440 LLEBG	(3)	(186)	-	186	(100.0%)
4050 SHERIFF SPECIAL REVENUE	(121,089)	9,935	100,628	90,693	912.9%
4110 CIVIL PROCESSING FEES	50,014	(9,959)	(42,236)	(32,277)	324.1%
4120 SHERIFF ASSET SEIZURE	794	(318)	4,580	4,898	(1540.3%)
5460 IND BURIAL VETS CEM CARE	(4,725)	(16,736)	(16,593)	143	(0.9%)
5908 COUNTY DISASTER	(151,619)	-	-	-	0.0%

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

**FUNCTION AND RESPONSIBILITIES**

Under authority of Government Code sections 26720 et seq., the Sheriff collects certain fees related to services provided through the Department’s Civil Bureau (i.e., service of process, etc.). The specific code sections cited below provide for portions of fees collected to be deposited into a special fund to be used for specified purposes.

Recommended Budget revenues are driven by Government Codes (GC) 26731 (Portion of Civil Fees Collected) and 26746 (Debtor Processing Assessment Fee):

- GC 26731 – \$15 of any fee collected by the Sheriff’s Civil Division is deposited into a special fund. Ninety-five percent (95%) of revenue in this special fund supplements costs for the implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings necessary for the Sheriff’s Civil Division. The remaining five percent (5%) of revenue in the special fund supplements expenses of the Sheriff’s Civil Division in administering the funds.
- GC 26746 – A \$12 processing fee is assessed for certain specified disbursements. Monies collected and deposited pursuant to this section supplement the cost for vehicle fleet replacement, equipment maintenance, and civil process operations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$17,726 or 7.1% in revenues and a net increase of \$14,551 or 5.6% in appropriations when compared to the FY2013/14 Adopted Budget. Other Financing Uses includes an operating transfer to the Sheriff’s operating budget BU6550 Fund 900 to offset costs within the Civil program.

See related Budget Unit 9117 – Fund 241 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	133,538	135,697	131,500	(4,197)	(3.1%)
Revenue From Use of Money/Prop	5,552	5,116	4,000	(1,116)	(21.8%)
Charges For Services	99,368	110,413	98,000	(12,413)	(11.2%)
<b>TOTAL REVENUES</b>	<b>238,458</b>	<b>251,226</b>	<b>233,500</b>	<b>(17,726)</b>	<b>(7.1%)</b>
<b>APPROPRIATIONS</b>					
Other Financing Uses	188,444	261,185	275,736	14,551	5.6%
<b>TOTAL APPROPRIATIONS</b>	<b>188,444</b>	<b>261,185</b>	<b>275,736</b>	<b>14,551</b>	<b>5.6%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(50,014)</b>	<b>9,959</b>	<b>42,236</b>	<b>32,277</b>	<b>324.1%</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.

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. Often personal property associated with illegal drug activity is seized by the arresting agencies, declared “forfeited” by a court order, and then sold. The Sheriff’s Office portion of any applicable sale proceeds is deposited in a special revenue fund and expended to support programs in the Sheriff’s operating budget for the investigation, detection, and prosecution of criminal activities, and to combat drug abuse and gang activity.

Health and Safety Code Section 11489 authorizes the distribution of net sale proceeds from the sale of forfeited property seized from illegal drug activity. Sixty-five percent of the net sale proceeds are distributed to the agencies that participated in the seizure, on a proportionate contribution basis, with 15% of the 65% distributed into a special fund administered by the County District Attorney for the sole purpose of funding programs designed to combat drug abuse and divert gang activity, and shall wherever possible involve educators, parents, community-based organizations and local businesses, and uniformed law enforcement officers. Further distributions include 24% to the State of California General Fund; 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 \$2,500 or 100.0% in revenue and a decrease of \$2,398 or 85.1% in appropriations when compared to the FY2013/14 Adopted Budget, resulting in an increase of available fund balance by \$4,580.

See related Budget Unit 9118 – Fund 253 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	0	0	4,000	4,000	0.0%
Revenue From Use of Money/Prop	1,002	1,000	1,000	0	0.0%
Misc Revenue	241	1,500	0	(1,500)	(100.0%)
<b>TOTAL REVENUES</b>	<b>1,243</b>	<b>2,500</b>	<b>5,000</b>	<b>2,500</b>	<b>100.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	0	2,500	0	(2,500)	(100.0%)
Other Charges	449	318	420	102	32.1%
<b>TOTAL APPROPRIATIONS</b>	<b>449</b>	<b>2,818</b>	<b>420</b>	<b>(2,398)</b>	<b>(85.1%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(794)</b>	<b>318</b>	<b>(4,580)</b>	<b>(4,898)</b>	<b>(1540.3%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**FUNCTION AND RESPONSIBILITIES**

The Sheriff's Office of Emergency Services (OES) Grant Funds budget is used to track grant dollars received by the Office of Emergency Services and/or the Sheriff's Office that support capital purchases. The Sheriff's Office of Emergency Services coordinates countywide efforts to enhance catastrophic incident planning, preparedness, response and recovery and strengthen public safety communication capabilities. The Office of Emergency Services 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 Emergency Service Grant program funds. The collective grant funds received are administered by the Office of Emergency Services and/or the Sheriff's Office and expended in accordance with an agreed upon expenditure plan.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$321,270 or 65.0% in revenues and a decrease of \$263,270 or 60.3% in appropriations when compared to the FY2013/14 Adopted Budget. The decreases in revenues and appropriations are the result of the Sheriff's Office projecting to fully expend 2011 and 2012 UASI and 2013 EMPG grant funds in FY2013/14. The Sheriff is applying for FY2014/15 Grants and will return to the Board to accept any future awards.

See related Budget Unit 9256 – Fund 256 Contingencies (refer to Contingencies section of the Budget)

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Intergovernmental Rev Federal	866,920	494,348	173,078	(321,270)	(65.0%)
<b>TOTAL REVENUES</b>	<b>866,920</b>	<b>494,348</b>	<b>173,078</b>	<b>(321,270)</b>	<b>(65.0%)</b>
<b>APPROPRIATIONS</b>					
F/A Bldgs and Imprmts	420,436	391,348	102,453	(288,895)	(73.8%)
F/A Equipment	250,653	45,000	70,625	25,625	56.9%
<b>TOTAL APPROPRIATIONS</b>	<b>671,089</b>	<b>436,348</b>	<b>173,078</b>	<b>(263,270)</b>	<b>(60.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(195,831)</b>	<b>(58,000)</b>	<b>0</b>	<b>58,000</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes the following significant events and its impact:

- Local Flood Emergency Response - Delta Communications Equipment Grant Award. The Recommended Budget of \$102,453 in revenue and appropriations represents the balance of the \$507,000 grant to address emergency operations and hazard mitigation plans for the delta area and reclamation districts. When completed, the grant will have funded the purchase of a mobile radio site trailer with a satellite uplink and network interface, plus up to 125 new 800 MHz portable radios to improve the radio communications capabilities in the delta region.
- 2013 Urban Area Security Initiative (UASI) Grant Award. Grant was awarded after the FY2013/14 Adopted Budget; however, \$70,625 in grant funds is expected to be expended in FY2014/15 for the purchase of a mobile morgue trailer to aid in response to disaster incidents.

**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**

Valero Refining Company in Benicia contributed to the County of Solano the sum of \$1 million, payable in four successive, equal installments. The first payment was made on December 10, 2008, with the fourth annual payment issued on December 10, 2011.

The donation was made to assist the County and the Cities of Solano County in establishing a state-of-the-art communications system that would improve radio interoperability and facilitate communication among County and City public safety agencies in the event of countywide public safety emergencies or disasters.

County officials determined the best use of the funding was to support an Emergency Services Coordinator (ESC) position to coordinate and facilitate the implementation of radio interoperability countywide. The Recommended Budget includes appropriations to fully fund the ESC position in the Sheriff's operating budget. No County General Fund is included in this budget.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents no revenue and a decrease of \$472 or 0.3% in appropriations, when compared to the FY2013/14 Adopted Budget. The expense represents an operating transfer out to the Sheriff's operating budget to fund the Emergency Services Coordinator position. Fund balance at the completion of FY2014/15 is expected to be \$0.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS</b>					
Other Financing Uses	153,475	155,272	154,800	(472)	(0.3%)
<b>TOTAL APPROPRIATIONS</b>	<b>153,475</b>	<b>155,272</b>	<b>154,800</b>	<b>(472)</b>	<b>(0.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>153,475</b>	<b>155,272</b>	<b>154,800</b>	<b>(472)</b>	<b>(0.3%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

The Homeland Security Grant (HSGP) budget is used to track grant dollars received from the U.S. Department of Homeland Security via the California Emergency Management Agency that supports countywide homeland security activities. The Sheriff’s Office of Emergency Services coordinates countywide efforts to enhance catastrophic incident planning, preparedness, response and recovery and strengthen public safety communication capabilities. The Office of Emergency Services 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 federal Homeland Security Grant program funds. The collective grant funds received are administered by the Office of Emergency Services and used in accordance with an agreed upon expenditure plan.

**BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$4,005 or 0.9% in revenues and an increase of \$40,144 or 10.3% in appropriations when compared to the FY2013/14 Adopted Budget. In FY2014/15 the decrease in revenue and the increase in appropriations is the result of the expiration of the 2011 and 2012 HSGP grants offset by the addition of the 2013 HSGP. These grants supported, in 2011: the purchase of a Mobile Mapping Software for first responders, an Alternative Care Sites Shelter System, radio enhancements, and training for the HazMat, Mobile Field Force and Community Emergency Response Teams; and in 2012: a surveillance robot, trainings for Urban Search and Rescue, SWAT, HazMat and Mobile Field Force, and a Rapid Detection of Agents of Bioterrorism and Infectious Disease System. Just over 40% of appropriations in these two grants were directed to non-County agencies as reimbursements or equipment. The In 2013 grant will support the purchase of equipment in support of Mobile Field Force and the Urban Search and Rescue Team, training for the Urban Search and Rescue Team, and a Mobile Identification (fingerprint) Scanning System to support all municipal police departments in the county including the Sheriff’s Office. No County General Fund is included in this budget.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Intergovernmental Rev Federal	387,184	432,102	428,097	(4,005)	(0.9%)
<b>TOTAL REVENUES</b>	<b>387,184</b>	<b>432,102</b>	<b>428,097</b>	<b>(4,005)</b>	<b>(0.9%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	4,962	46,245	0	(46,245)	(100.0%)
Services and Supplies	80,153	89,227	266,092	176,865	198.2%
Other Charges	246,056	163,870	162,005	(1,865)	(1.1%)
F/A Bldgs and Imprmts	224,546	15,021	0	(15,021)	(100.0%)
F/A Equipment	(199)	73,590	0	(73,590)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>555,518</b>	<b>387,953</b>	<b>428,097</b>	<b>40,144</b>	<b>10.3%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>168,333</b>	<b>(44,149)</b>	<b>0</b>	<b>44,149</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

FY2013 Homeland Security Grant Program (HSGP). Grant was awarded after the FY2013/14 Adopted Budget; however, \$428,097 in grant funds is expected to be expended in FY2014/15 for the purchase of equipment in support of Mobile Field Force and the Urban Search and Rescue Team, training for the Urban Search and Rescue Team, and a Mobile Identification (fingerprint) Scanning System to support all municipal police departments in the county including the Sheriff’s Office.

**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 Sheriff’s Office Grant Funds budget was established to encompass a collection of grants within the Sheriff’s Office. This budget unit enables the Sheriff’s Office to receive and separately account for various Federal and State grants, as required by the respective grant’s guidelines.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$5,471 or 100.0% in revenue and decrease of \$2,911 or 100.0% in appropriations when compared to the FY2013/14 Adopted Budget. The Adopted Budget for FY2013/14 represented the remaining funds for the 2010 Community Oriented Policing (COPS) Grant which expired in December 2013.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev Federal	117,838	5,471	0	(5,471)	(100.0%)
<b>TOTAL REVENUES</b>	<b>117,838</b>	<b>5,471</b>	<b>0</b>	<b>(5,471)</b>	<b>(100.0%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	76,211	0	0	0	0.0%
Services and Supplies	36,582	2,911	0	(2,911)	(100.0%)
Other Charges	1,801	0	0	0	0.0%
F/A Equipment	4,080	0	0	0	0.0%
Other Financing Uses	1,270	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>119,944</b>	<b>2,911</b>	<b>0</b>	<b>(2,911)</b>	<b>(100.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>2,106</b>	<b>(2,560)</b>	<b>0</b>	<b>2,560</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 2014 COPS funding opportunities, which are open for application beginning in May 2014, are under evaluation by the Sheriff’s Office. If eligible for the 2014 programs the Sheriff’s Office anticipates submitting grant applications and will return to the Board as necessary to accept additional funding if awarded.

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**FUNCTION AND RESPONSIBILITIES**

The Sheriff's Special Revenue Fund and associated budgets were established to enable accounting for receipt of various Federal and State criminal justice grant funds and special revenues accruing from fees levied by the Courts that have restricted uses. Each division within the budget unit maintains its own dedicated fund balance. The principal budgetary activities are:

Automated Fingerprint Fees (BU4051)

Under the authority of Government Code Section 76102 and California Vehicle Code 9250.19f, this division includes the County Automated Fingerprint Identification Fund, which is intended to assist a 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 vehicle registration fee. Expenditures from this division are approved by a seven-member Remote Access Network (RAN) Board as required by the California Penal Code.

Vehicle Theft Allocation (BU4052)

The division accrues funds from a \$1 vehicle registration fee assessment for the enhancement of programs to investigate and prosecute vehicle theft crimes. The Auto Theft Task Force is composed of two part-time extra help investigators that conduct surveillance, track, search and arrest offenders. The FY2014/15 Recommended Budget includes adding 1.0 FTE Deputy Sheriff in the Auto Theft Task Force funded by the Vehicle Theft Allocation to replace the two part-time extra help investigators.

Cal-ID Auto Fees Fingerprint (BU4055)

The California Identification System (Cal-ID), as described in Section 11112.2 of the Penal Code, is the automated system maintained by the State Department of Justice for retaining fingerprint files and identifying latent fingerprints. This division funds the conduct of automated fingerprint searches and fingerprint identification services for Solano County and the surrounding allied law enforcement agencies.

Community Oriented Policing (COPS) Grant (BU4054)

This is multi-year grant awarded by the U.S. Department of Justice, Office of Community Oriented Policing Services that supports the County's Narcotics Enforcement Team. The team is composed of five Sheriff's detectives and three detectives from local law enforcement agencies. COPS Methamphetamine Initiative Grants enhance targeted methamphetamine enforcement and allow the unit to develop and foster partnerships in communities. The grant funds detective overtime, participation in local and national trainings, specialized surveillance equipment and community outreach.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Accomplishments***Auto Theft Task Force***

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.

In 2013, the task force recovered 96 stolen vehicles totaling approximately \$350,000 and made 12 arrests during the course of their investigations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$75,629 or 8.7% in revenues and a decrease of \$166,322 or 19.3% in appropriations when compared to the FY2013/14 Adopted Budget. The FY2014/15 Recommended Budget results in an increase in fund balance of \$100,628. The fund balance will be used for the future replacement of AFIS equipment.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

Thomas A. Ferrara, Sheriff/Coroner  
Public Protection

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Licenses, Permits & Franchise	180,702	165,000	162,529	(2,471)	(1.5%)
Revenue From Use of Money/Prop	3,115	2,500	1,400	(1,100)	(44.0%)
Intergovernmental Rev Federal	0	300,000	197,797	(102,203)	(34.1%)
Charges For Services	71,816	80,000	65,000	(15,000)	(18.8%)
Misc Revenue	359,496	324,855	370,000	45,145	13.9%
<b>TOTAL REVENUES</b>	<b>615,130</b>	<b>872,355</b>	<b>796,726</b>	<b>(75,629)</b>	<b>(8.7%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	92,699	250,389	242,090	(8,299)	(3.3%)
Services and Supplies	24,030	86,767	48,638	(38,129)	(43.9%)
Other Charges	1,518	6,536	12,134	5,598	85.6%
F/A Equipment	8,098	71,313	65,000	(6,313)	(8.9%)
Other Financing Uses	609,873	447,415	328,236	(119,179)	(26.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>736,218</b>	<b>862,420</b>	<b>696,098</b>	<b>(166,322)</b>	<b>(19.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>121,089</b>	<b>(9,935)</b>	<b>(100,628)</b>	<b>(90,693)</b>	<b>912.9%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes the decrease of \$123,777 in Operating Transfers Out to offset appropriate costs within the Sheriff’s Budget Unit 6587 which represents the Cal-ID program. The reduced costs are due to the completion of payments during FY2013/14 for the Livescan station equipment under a capital lease.

**SUMMARY OF POSITION CHANGES**

The Recommended Budget includes the following position allocation addition:

- 1.0 FTE Deputy Sheriff position in the Auto Theft Task Force funded by Vehicle Theft Allocation (Section 9250.14 of the Vehicle Code)

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Summary of Other Administered Budgets 3440 – Fund 340-Local Law Enf. Block Grant (LLEBG)**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

**FUNCTION AND RESPONSIBILITIES**

The Local Law Enforcement Block Grant (LLEBG) Budget serves as a clearing house for the distribution of the Local Law Enforcement Block Grant awarded by the U.S. Department of Justice, Bureau of Justice Assistance (BJA) to Solano County and local agencies for specific purposes, such as hiring additional law enforcement officers, enhancing security measures, establishing and supporting drug courts, procuring technology, etc. Through adoption of the 2005 Omnibus Appropriations Package, Congress streamlined the award of justice grants by combining the LLEBG and Byrne Formula Grants into one Justice Assistance Grant Program, or JAG. Participation in the JAG funding requires the County and listed Cities to reach an agreement on a joint expenditure plan and successfully apply with the BJA.

The Sheriff’s Office assists the County’s Public Protection departments (District Attorney, Probation and the Sheriff) by coordinating the distribution of BJA awards among the participating agencies.

**DEPARTMENTAL BUDGET SUMMARY**

In 2010, the Sheriff’s Office partnered with the Fairfield Police Department, with the Sheriff’s Office serving as the sub-grantee, in receiving a grant to purchase a tactical reconnaissance robot. In 2011, the Sheriff’s Office partnered with the Suisun City Police Department, again with the Sheriff’s Office serving as the sub-grantee, in receiving a grant to participate in joint probation compliance checks. Both of these grants were fully expended in prior years and no new grants have been secured for the upcoming year; therefore, there are no revenues or appropriations recommended for FY2014/15.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	1	0	0	0	0.0%
Intergovernmental Rev Federal	45,847	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>45,848</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
Other Charges	3	186	0	(186)	(100.0%)
Other Financing Uses	45,847	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>45,850</b>	<b>186</b>	<b>0</b>	<b>(186)</b>	<b>(100.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>3</b>	<b>186</b>	<b>0</b>	<b>(186)</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.

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**DEPARTMENTAL PURPOSE**

Animal Care and Control Services is responsible for providing animal control services throughout the unincorporated county area and shelter services for the entire county, including the seven cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo.

**FUNCTION AND RESPONSIBILITIES**

For FY2014/15, Animal Care and Control Services is separated into two divisions. Animal Care and Control Services is responsible for providing animal control services through the following activities: patrolling the unincorporated areas; countywide dog licensing, enforcement of codes and regulations; care, shelter and placement of stray and/or abandoned animals; spay and neutering of adoptable animals; providing public low cost spay/neuter and low-cost vaccination clinics; disposing of ill or deceased animals; and investigating charges of animal abuse. Animal Care and Control Services (shelter) also provides rabies control services and quarantine services for the entire county, which is mandated by the California Code of Regulations, Title 17 (Public Health), and CCR 2606 (Rabies, Animal) and associated State regulations. The Sheriff's Office oversees the operation and management of Animal Care and Control Services and administers its budget.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Accomplishments

- During this fiscal year, the Animal Care Division has established an MOU with the University of Davis for the purposes of a student training program which provides spay/neuter and trauma surgeries to our shelter animals at no cost to the County.
- Animal Care has applied for and been awarded two grants. One grant awarded was for a rescue trailer through the Office of Emergency Services, which will also serve as an adoption event trailer; and the other was an award of 700 microchips, which we will use in partnership with Animal Lifeline for our seven annual vaccination/adoption events at the shelter, April – October.
- Our Sheriff's Custody Division partner has provided us with 8,760 man hours to improve the shelter cleanliness by implementing an inmate worker program, which uses AB109 / Realignment Inmates. Recently, a relationship was established with the East Bay SPCA that has resulted in transfer of over 40 animals from our shelter to three different East Bay shelters, assisting us with increasing of our live release rate to 60%.
- The new kennel building is within budget and completion is scheduled for February 2015. The expansion includes indoor/outdoor canine kennels, feline housing area and a public spay/neuter clinic. Phase 1, which involved establishing a new administration office is complete. Phase 2, which is utilities and ground preparation for delivery of the new building, is expected in April with a project completion date projected for February 2015. Additionally, design and development of the existing kennel building as part of Phase 3 is in process and is projected to be complete in October 2015.

Challenges

- Primary challenges for Animal Care and Control Services this year will be maintaining adequate levels of staffing. Employees on extended leave have impacted the shelter's ability to meet one of the Sheriff's stated goals of providing excellent customer service by increasing the live adoption rate and reducing the euthanasia rate.
- Managing the construction expansion project while continuing to offer services at the shelter presents many challenges, including; traffic hazards and impediments, and property access for staff, customers and allied agencies. Mitigating potential hazards for both humans and our animal population has been made a priority.

**WORKLOAD INDICATORS**

During the period July 1, 2012 – June 30, 2013

- Animal Care Services received 10,190 animals through the County shelter as strays, owner surrenders, confiscated or deceased.
- Animal Control Officers responded to 742 animal bite reports and carried out the associated rabies quarantines on the biting animals.



- The shelter adopted 1,305 animals, returned 1,168 animals to their owners and coordinated the transfer of 1,375 animals to rescue organizations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$156,983 or 7.1% in revenue and an increase of \$285,531 or 11.6% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, the Net County Cost/General Fund Contribution is increased by \$128,548 or 49.6%.

Revenue sources include:

- Other Governmental Agencies: Estimated at \$1,797,264 or 75.9% of total revenues. This revenue represents a projection of the annual payments from the seven Solano County Cities for their proportionate share of costs for the operation of the animal shelter in accordance with the prevailing Memorandum of Understanding.
- General Fund Contribution: budgeted at \$387,691, an increase of \$128,548 or 49.6%; represents the County's share of costs for the operation of the animal shelter.
- Other Charges for Services: estimated at \$444,218, represents an increase of \$263,718 or 146.1% in revenue. The estimated revenue includes \$184,218 from Administration Overhead. Excluding Administration Overhead, revenue is expected to increase \$79,500, primarily due to expanded spay/neuter and vaccination clinics. Other Charges for Services is generated primarily from fees received for animal impounds and boarding; disposal of dead animals; owner surrender, redemption, requested euthanasia; animal pick-up; rabies quarantine; spay/neuter; and vaccination. Other Charges for Services also include a payment of approximately \$6,500 from the Resource Management Department's Division of Public Works as reimbursement for picking up dead animals on county roads.

Appropriations include:

- Salaries and Benefits: budgeted at \$1,801,458, an increase of \$264,062 or 17.2% primarily due to increased costs associated with filling vacancies within Animal Care and Control Services.
- Services and Supplies: the total of \$854,333 is an increase of \$96,607 or 12.7% when compared to the FY2013/14 Adopted Budget. The change is primarily due to an increase in other professional services and drugs and pharmaceutical supplies required for expanded spay/neuter and vaccination clinics.
- Other Charges: appropriated at \$30,000, which represents a decrease of \$81,971 or 73.2% when compared to the FY2013/14 Adopted Budget. The decrease is primarily due to a shift in Countywide Administrative Overhead (A-87), which resulted in Administrative Overhead revenue as opposed to expenditure. The Administrative Overhead revenue is reflected in Other Charges for Services.

Contracts

Included in the Animal Care Services budget are the following contracts:

- \$86,000 with PetData for the management of animal licensing, including purchase of animal licenses and replacement tags.
- \$23,400 with HLP, Inc. for software expanded maintenance and support related to the Chameleon Case Management System.

**DEPARTMENT COMMENTS**

None.

**2850 – Fund 001-Animal Care Services**  
**Thomas A. Ferrara, Sheriff/Coroner**  
**Public Protection/Protection & Inspect**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Licenses, Permits & Franchise	41,816	40,000	42,000	2,000	5.0%
Intergovernmental Rev Other	1,675,288	1,897,249	1,797,264	(99,985)	(5.3%)
Charges For Services	187,131	180,500	444,218	263,718	146.1%
Misc Revenue	104,684	93,250	84,500	(8,750)	(9.4%)
<b>TOTAL REVENUES</b>	<b>2,008,920</b>	<b>2,210,999</b>	<b>2,367,982</b>	<b>156,983</b>	<b>7.1%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	1,260,209	1,537,396	1,801,458	264,062	17.2%
Services and Supplies	666,890	757,726	854,333	96,607	12.7%
Other Charges	711,220	111,971	30,000	(81,971)	(73.2%)
Other Financing Uses	42,348	53,049	64,142	11,093	20.9%
Intra-Fund Transfers	7,567	10,000	5,740	(4,260)	(42.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,688,235</b>	<b>2,470,142</b>	<b>2,755,673</b>	<b>285,531</b>	<b>11.6%</b>
<b>NET COUNTY COST</b>	<b>679,316</b>	<b>259,143</b>	<b>387,691</b>	<b>128,548</b>	<b>49.6%</b>
<b>STAFFING</b>					
Animal Care Services	16.0	21.0	22.0	1.0	5%
<b>TOTAL STAFFING</b>	<b>16.0</b>	<b>21.0</b>	<b>22.0</b>	<b>1.0</b>	<b>5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget includes the following significant adjustments:

- The establishment of a separate division to identify and record costs associated with animal control functions.
- The Department is planning on opening the new shelter facility in February, 2015, to include expanded public spay/neuter and vaccination clinics.

**SUMMARY OF POSITION CHANGES**

In January 2014, the Human Resources Department approved the addition of 1.0 FTE Animal Care Specialist Limited Term as a medical backfill expiring August 1, 2014.

On May 13, 2014, as part of the 3<sup>rd</sup> Quarter the Board extended the following limited term position through June 30, 2015:

- 1.0 FTE Limited Term Custody Lieutenant

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Sheriff's Office expects to pursue opportunities to offset operational costs associated with providing animal control services through contracting this service with other agencies. Procuring contracts for animal control services within the county is a viable mechanism to create greater efficiencies at a reduced rate for our neighboring agencies.

**DISTRICT PURPOSE**

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.

**FUNCTION AND RESPONSIBILITIES**

This budget provides for the cost of indigent burials. According to Health and Safety Code Section 103680, \$2.00 of the fee for the issuance of a permit for the disposition of human remains shall be paid to the County treasury for indigent burial. Additionally, per Government Code Section 27462, if the value of the estate of a deceased person is insufficient to cover the costs of burial, the expenses are a legal charge of the County.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$200 or 3.2% in revenues and an increase of \$57 or 0.2% in appropriations when compared to the FY2013/14 Adopted Budget resulting in a decrease of \$143 or 0.9% in General Fund support for the State mandated function.

**DEPARTMENT COMMENTS**

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Charges For Services	37	0	0	0	0.0%
Misc Revenue	6,778	6,300	6,500	200	3.2%
<b>TOTAL REVENUES</b>	<b>6,815</b>	<b>6,300</b>	<b>6,500</b>	<b>200</b>	<b>3.2%</b>
<b>APPROPRIATIONS</b>					
Other Charges	11,540	23,036	23,093	57	0.2%
<b>TOTAL APPROPRIATIONS</b>	<b>11,540</b>	<b>23,036</b>	<b>23,093</b>	<b>57</b>	<b>0.2%</b>
<b>NET COUNTY COST</b>	<b>4,725</b>	<b>16,736</b>	<b>16,593</b>	<b>(143)</b>	<b>(0.9%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

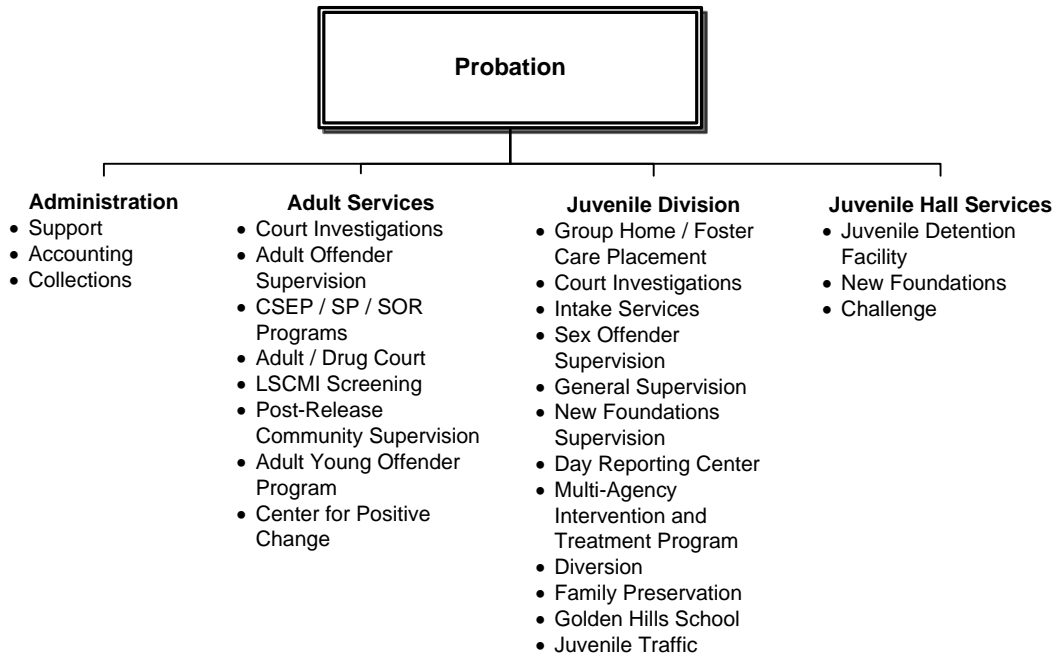
**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Christopher Hansen, Chief Probation Officer  
Public Protection/Detention & Corrections**



**DEPARTMENTAL PURPOSE**

Under the direction of the Chief Probation Officer as prescribed in Section 270 of the California Welfare and Institutions Code and Sections 1203.5 and 1203.6 of the California Penal Code (PC), the Department provides community protection through interventions with adult and juvenile offenders. Welfare and Institutions Code Section 850 establishes the requirement for a Juvenile Hall, and Welfare and Institutions Code Section 854 places the appointment of the staff assigned to a Juvenile Hall under the direction of the Chief Probation Officer.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	32,958,552
FY2014/15 Recommended:	36,688,243
County General Fund Contribution:	20,312,210
Percent County General Fund Supported:	55.4%
Total Employees (FTEs):	214.5

**FUNCTION AND RESPONSIBILITIES**

The Probation Department is responsible for providing safe and secure juvenile detention and treatment programs, conducting investigations for the Court, holding offenders accountable, enforcing Court orders, facilitating rehabilitation of offenders, and supporting victim restitution. The Department is made up of four (4) divisions which include Administration/Support, Juvenile Field Services, Adult Field Services, and the Juvenile Detention Facility (JDF). The Department strives to rehabilitate offenders by reducing recidivism through effecting positive behavior change. The Department also provides a variety of support services including the maintenance of criminal records, maintenance of employees' training records, fiscal administration, grant administration, collection of fines, fees, victim restitution, and the implementation and oversight of several automated systems designed to track offenders. In October 2011, the Department assumed responsibility for supervising offenders released from the California Department of Corrections and Rehabilitation (CDCR) as a result of Public Safety Realignment. Since that time, the Department has implemented an array of services and programs to address the needs of high-risk clients under supervision, which will continue in FY2014/15.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- During FY2013/14, staff completed training and began facilitating cognitive behavioral intervention groups to adult clients to include *Thinking for a Change* (T4C) and *Reasoning and Rehabilitation II* (R&R II). In addition, staff utilized three additional assessment tools: *Adult Substance Use Survey-Revised* (ASUS-R), the *Correctional Mental Health Screening* (CMHS) tool,

and the *Client Basic Needs Assessment* tool to identify treatment needs during the period of supervision. Staff employ the strategies outlined in “*Effective Practices in Correctional Settings II (EPICS II)*” to be more effective in motivating clients to positively change their behavior. The Department also incorporated Interactive Journaling for clients to document behavior change throughout the period of supervision. The tools and trainings noted above are evidence-informed and in line with the Department’s goal to provide quality services in an effort to reduce recidivism through positive behavior change.

- The Adult Services Client Case Classification and Supervision Policy (P-100) was developed and outlines the framework for assessment, classification, and supervision of clients under the jurisdiction of the Department. The framework is based on a risk reduction model that promotes law-abiding behavior. Supervisors and staff assigned to the division were trained on the new policy. The Adult Services Staff Supervision and Recidivism Reduction Policy (P-101) was developed and outlines the process for unit supervisors to provide feedback, support, and coaching on staff activities to change client criminal behavior. In addition, the Adult Division was restructured to balance staff caseload sizes and improve overall case management services. In addition, the Adult Presentence Report (PSI) was modified to incorporate the results of the Level of Service Case Management Inventory (LS-CMI) assessment for use by the Court at the time of sentencing to determine appropriate supervision needs.
- The Centers for Positive Change (CPC), a component of the Adult Division are operational in the Fairfield and Vallejo for eligible AB109 clients being supervised by the Probation Department. The Centers provide an array of services to high risk clients that include; cognitive behavioral groups such as Unlock your Thinking, Thinking for Change, Reasoning and Rehabilitation, Matrix-intensive substance abuse and mental health services, employment/educational services, and individual case management.

The CPC team has been a joint collaboration of staff from the Probation Department, Health and Social Services, and the Public Defender’s Office that includes one (1) supervising probation officer, (1) senior probation officer, four (4) probation officers, two (2) mental health clinicians with one (1) specializing in dual diagnosis, two (2) clinical services associates, specializing in substance treatment, and a social worker divided between the two Centers. Together, the team has continued to develop an individual case plan outlining the services that will be provided to address treatment services and basic needs (i.e. housing, transportation and medical). This team has continued to work collaboratively with the supervision probation officer regarding the client’s progress in the CPC.

- The Juvenile Division identified and referred “crossover” youth (youth that have had contact with the Child Welfare and Juvenile Justice system) for services through the Positive Youth Justice Initiative (PYJI). The initiative is a partnership between the Department, Vallejo City Unified School District, and the Sierra Health Foundation. The goal is to provide a systematic approach to improve education, social, and health outcomes for youth that reside in Vallejo and attend school within the Vallejo City Unified School District.
- The Department reviewed the out of home placement options for youth with the goal of providing targeted interventions and increasing family reunification efforts. As a result, the New Foundations Program was modified to include those youth who are at imminent risk of becoming addicted or addicted to illicit drugs. In addition, the Department developed the Challenge Academy for males age 15 ½ to 18 years of age. The Challenge Academy is located adjacent to the Juvenile Detention Facility and provides cognitive behavioral intervention groups, academic instruction, vocational training, and community service, while preparing them for family reunification and reentry back into the community.
- Several staff in the juvenile division were certified as trainers in Interactive Journaling. The journals are used to assist the minor in identifying their thoughts, feelings, and behaviors that may correlate with their delinquency and provide a path towards change. The curriculum can be presented in a group format or individually and include elements of Motivational Interviewing.
- The Juvenile Detention Facility offered services in the areas of life skills, anger management, tutoring, body conditioning and substance abuse. In addition, JDF collaborated with several community based organizations (Seneca and the Girl Scouts) and the Solano County Office of Education to provide counseling and mentoring services.

**Christopher Hansen, Chief Probation Officer**  
**Public Protection/Detention & Corrections**

**WORKLOAD INDICATORS**

- During FY2013/14 the Adult Division completed 1,800 assessments of offenders using the Level of Service/Case Management Inventory (LS-CMI). The assessments were used to identify criminogenic needs, the appropriate treatment services, and level of supervision to provide in an effort to reduce recidivism.
- During FY2013/14 the Juvenile Division completed 1,200 assessments/reassessments using the Juvenile Assessment and Intervention System (JAIS). The JAIS provides an output report which outlines criminogenic needs and targeted interventions to employ to reduce recidivism. The probation officers use the tool to design the case plan and make recommendations to the Court.
- During FY2013/14 the Juvenile Detention Facility provided more than 150 group sessions of cognitive behavioral interventions to youth to include Aggression Replacement Training (ART), and Crossroads. The Facility also collaborated with The Beat Within (a group that provides writing skills).
- New Foundations continued to work with the Master Gardeners in planting and harvesting the vegetable and flower garden located on the property.
- During FY2013/14 the Collections Unit collected more than \$250,000 in victim restitution, over \$600,000 in fines/fees and generated over \$500,000 in the collection of JDF and various Juvenile fees.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ADMINISTRATION	17,123,519	19,942,911	20,485,539	542,628	2.7%
ADULT SERVICES	1,927,968	4,579,515	5,951,940	1,372,425	30.0%
JUVENILE DIVISION	5,550,562	6,245,719	6,182,289	(63,430)	(1.0%)
JUVENILE HALL SERVICES	4,012,995	4,409,096	4,068,475	(340,621)	(7.7%)
<b>TOTAL REVENUES</b>	<b>28,615,044</b>	<b>35,177,241</b>	<b>36,688,243</b>	<b>1,511,002</b>	<b>4.3%</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	5,690,802	6,452,210	6,737,130	284,920	4.4%
ADULT SERVICES	5,635,797	9,133,212	10,490,649	1,357,437	14.9%
JUVENILE DIVISION	7,362,829	8,794,935	8,569,973	(224,962)	(2.6%)
JUVENILE HALL SERVICES	9,772,929	10,796,884	10,890,491	93,607	0.9%
<b>TOTAL APPROPRIATIONS</b>	<b>28,462,357</b>	<b>35,177,241</b>	<b>36,688,243</b>	<b>1,511,002</b>	<b>4.3%</b>
<b>NET CHANGE</b>	<b>(152,688)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

<b>STAFFING</b>					
ADMINISTRATION	18.0	18.0	18.0	0	0.0%
ADULT SERVICES	61.0	76.0	77.0	1	1.3%
JUVENILE DIVISION	48.5	48.5	47.5	(1)	(2.1%)
JUVENILE HALL SERVICES	71.0	73.0	72.0	(1)	(1.4%)
<b>TOTAL STAFFING</b>	<b>198.5</b>	<b>215.5</b>	<b>214.5</b>	<b>(1)</b>	<b>-0.5%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents overall increases of \$1,511,002 or 4.3% in revenues and appropriations when compared to FY2013/14 Adopted Budget. The General Fund's contribution to the Department increased by \$115,800 or 0.6% over FY2013/14.

Probation's primary funding source is General Fund which comprises approximately 55.4% or \$20,312,210 of the estimated

revenues in the Recommended Budget.

Other funding sources include:

\$8,987,388 in “2011 Public Safety Realignment” – These revenues fund the implementation of the Post-Release Community Supervision (PRCS) and the Center for Positive Change (CPC) programs under AB117, the Juvenile Justice Crime Prevention (JJCPA), the Juvenile Probation and Camps Funds (JPCF), and the Youthful Offender Block Grant (YOBG).

\$3,848,124 in State allocation from the Local Public Safety Augmentation Fund which is funded from the public safety-dedicated ½ cent sales tax (Prop 172). This revenue stream is projected to grow by \$ 148,513 or 4.0% as a result of improving consumer confidence that is anticipated to stimulate increased sales activity in the State.

\$480,000 in “Title IVE Grant” – These revenues pay for services provided by the Department to “at risk” minors for foster home care placements. The Department’s requested budget for FY2014/15 was reduced by \$160,000 due to the Statewide pending issue on County Probations’ claiming of pre-placement activities with an order to cease claim from the Federal government that could result in further reduction to Title IVE revenues. The exact amount of the loss of funding is unknown at this time.

\$307,881 in “State Sales Tax 1991 Realignment” – These revenues are allocated to the Department through the 1991 Realignment Sales Tax receipts to fund Social Services. These funds allocated to Probation are used to offset juvenile programs.

\$1,123,123 in “State-Other Revenues” – These revenues comprised of reimbursements for the Department’s costs for peace officers mandated training, electronic monitoring of juvenile offenders, youth breakfast/lunch programs at the Juvenile Detention Facility, and efforts to reduce prison overcrowding and enhance public safety under SB678. The Recommended Budget reflects an increase of \$887,357 due to an increase in the State’s allocation of SB678 funding. This funding allocation for counties is largely based on the percentage of the population that is not sentenced to State prison.

\$288,000 in “Federal Aid” – These revenues support the Federal share of youth placement costs in foster care group homes.

\$255,281 in “Federal Other” – These revenues are the federal share of the State Nutrition Program, which provides breakfast and lunch for youth detained at the Juvenile Detention Facility, and funding for the Office of Traffic and Safety grant.

\$324,000 in 2011 “Realignment Foster Care Assistance” – These revenues support the State share of youth placement costs in foster care group homes.

\$98,363 in Miscellaneous Revenue includes collections of public defenders fees, and restitution rebate from the State

The Department’s primary costs are:

\$23,065,425 in salaries and benefit reflects an increase of \$924,546 or 4.2% primarily due to approved labor cost increases, and the increase in workers compensation insurance.

Services and Supplies of \$7,475,411 which reflect an increase of \$765,638 or 11.4%. The major appropriations in Services and Supplies include:

- \$1,529,041 on Central Data Processing service which is an increase of \$242,619 or 19% from the FY2013/14 Adopted budget
- \$3,464,897 in Contracted Services to cover the following contracts:
  - \$1,141,379 with CA Forensic Medical Group for mental, medical and dental services
  - \$435,000 with Seneca Center for Children and Families for intervention services
  - \$669,140 with Leaders in Community Alternatives for operational services of the Juvenile Day Reporting Center
  - \$499,362 with Aramark Correctional Services for food services
  - \$200,000 with a vendor (currently on Request for Proposal process) for drug testing

Other Charges of \$4,880,905 in which reflect an increase of \$236,251 or 5.1% primarily due to an increase in the 2011 Public Safety Realignment funding for employment and vocational services. The major appropriations in this category include:

**Christopher Hansen, Chief Probation Officer  
Public Protection/Detention & Corrections**

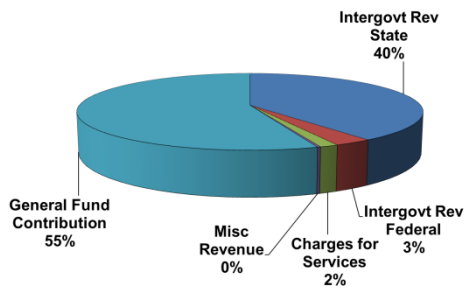
- \$1,801,500 in Support/Care of Persons to cover the costs of foster care home placements
- \$1,543,203 in Countywide Admin Overhead (A87) to cover the costs of central services support
- \$645,000 in employment and vocation services delivered through the Centers for Positive Change

Other financing uses reflect the Department’s allocation for POB’s.

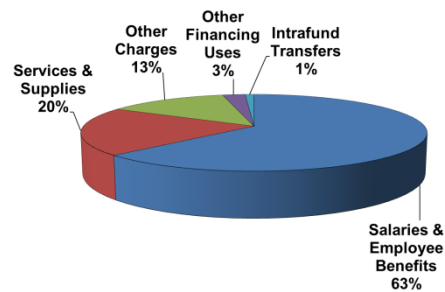
**DEPARTMENT COMMENTS**

The challenge the Probation Department is facing, presently and in the upcoming fiscal year, is dealing with increasing number of adult high and moderate risk offenders, those with a statistical likelihood to reoffend.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	13,812	11,306	13,272	1,966	17.4%
Intergovernmental Rev State	9,795,685	13,048,163	14,604,357	1,556,194	11.9%
Intergovernmental Rev Federal	1,097,010	1,289,213	1,122,613	(166,600)	(12.9%)
Charges For Services	542,726	415,370	537,428	122,058	29.4%
Misc Revenue	220,295	216,779	98,363	(118,416)	(54.6%)
Other Financing Sources	1,200	0	0	0	0.0%
General Fund Contribution	16,944,317	20,196,410	20,312,210	115,800	0.6%
<b>TOTAL REVENUES</b>	<b>28,615,045</b>	<b>35,177,241</b>	<b>36,688,243</b>	<b>1,511,002</b>	<b>4.3%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	18,556,528	22,140,879	23,065,425	924,546	4.2%
Services and Supplies	5,652,537	6,709,803	7,475,441	765,638	11.4%
Other Charges	3,327,029	4,644,654	4,880,905	236,251	5.1%
F/A Equipment	6,077	498,072	0	(498,072)	(100.0%)
Other Financing Uses	758,635	944,324	910,888	(33,436)	(3.5%)
Intra-Fund Transfers	161,552	239,509	355,584	116,075	48.5%
<b>TOTAL APPROPRIATIONS</b>	<b>28,462,357</b>	<b>35,177,241</b>	<b>36,688,243</b>	<b>1,511,002</b>	<b>4.3%</b>
<b>NET CHANGE</b>	<b>(152,688)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Significant Adjustments are discussed in the Departmental Budget Summary herein.



**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the adoption of the FY2013/14 Budget are provided below:

On September 10, 2013 the Board approved the addition of the following limited term position expiring July 31, 2014:

- 1.0 FTE Deputy Probation Officer

On January 28, 2014 the Board approved the extension of the following Limited Term position to September 30, 2014 funded by the Office of Traffic Safety grant:

- 1.0 FTE Deputy Probation Officer (Senior)

On February 11, 2014, with the Midyear report the Board approved the following:

- Add 1.0 FTE Deputy Probation Officer (Supervising)
- Delete 1.0 Deputy Probation Officer

In March 2014 Human Resources approved the addition of 1.0 FTE Group Counselor – for medical backfill.

On March 31, 2014 the following Limited Term medical backfill position expired:

- 1.0 FTE Deputy Probation Officer (Senior)

On May 13, 2014, with the Third Quarter report the Board approved the extension of the following Limited Term positions to June 30, 2015:

- 1.0 FTE Deputy Probation Officer (Supervising)
- 2.0 FTE Deputy Probation Officer (Senior)
- 2.0 FTE Group Counselor

On June 30, 2014 the following Limited Term position expires:

- 1.0 FTE Deputy Probation Officer (Supervising)

The FY2014/15 Recommended Budget includes the Probation Department's request for the following changes in the position allocation:

Add/Delete based on the Department's review of current staffing allocation:

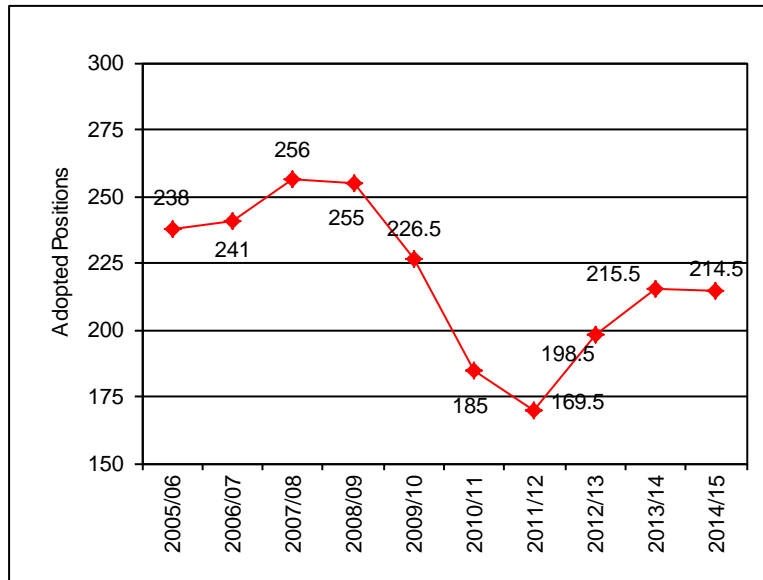
- Add 1.0 FTE Supervising Deputy Probation Officer (SDPO) - The SDPO will provide supervision to staff assigned to the Pretrial program who will assess the release of newly arrested offenders based upon risk to the community.
- Delete 1.0 FTEs Deputy Probation Officer (Juvenile)
- Add 1.0 FTE Sr. Legal Procedures Clerk (Sr. LPC) - The Sr. LPC will act as the Lead for both clerks assigned to the Vallejo Probation Office and the Center for Positive Change program. This position will also assist in planning and implementing new programs affecting clerical operations, assist in the audit of clerical work, and provide coverage in the absence of the LPCs in the Vallejo office.
- Delete 1.0 FTE Legal Procedures Clerk (LPC)
- Add 1.0 FTE Accounting Technician - The Accounting Technician position will be used to help in improving efficiency of operations in the Accounting/Collections Unit, assist in the backlog of Public Defenders caseloads, provide backup coverage with the critical functions such as the month end distribution and remittance of collections to State and various agencies, disbursement of restitution payments to the victims, and act as a lead to the unit in the absence of the Accounting Supervisor.
- Delete 1.0 FTE Account Clerk II
- Delete 1.0 FTE Clinical Services Associate, to be replaced with contracted services for substance abuse services/life skills for youth at the New Foundations program.

Christopher Hansen, Chief Probation Officer  
Public Protection/Detention & Corrections

Extension of the following Limited Term position funded by a Drug Court Grant through the Superior Court to July 31, 2015:

- 1.0 FTE Deputy Probation Officer

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The FY2014/15 Recommended Budget includes the full year funding needed to provide for a continuation of the staffing and other costs previously approved by the Board under the 2011 Solano Public Safety Realignment Act Implementation Plan. These costs are funded by the State AB 109 allocation in FY2014/15 and AB 109 carry forward funds from prior years unspent allocations. The use of one-time carry forward has been applied to existing, now operational programs, so they may continue, and to address the State AB 109 funding shortfall in FY2014/15. The Department and the County Administrator are 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. Title IVE has been an ongoing funding source for juvenile services since 2000. The California Department of Social Services (CDSS) has reviewed the claiming process for counties and refined the definition of a minor who is “at imminent risk of entering foster care.” As a result, it is uncertain how this will affect the overall revenue. However, based on our initial projections, the Department could lose in excess of \$300,000 between FY2013/14 and FY2014/15.

The enactment of AB109 allows the probation officer to initiate flash incarceration (up to 10 days in county jail) for offenders under Post Release Community Supervision (PRCS) to address non-compliant behavior. However, this option is not available for offenders sentenced to probation or a split sentence under 1170(h) PC. This creates some challenges in holding these offenders accountable and being able to address non-compliance immediately.

The Prison Rape Elimination Act (PREA) which became effective on August 20, 2012 outlines a phased implementation that calls for changes to the Juvenile minimum staffing ratios in secure juvenile facilities effective October 1, 2017. The Department is monitoring staffing ratios and depending on the Juvenile Detention Facility population PREA could result in the need to change staffing patterns from 1 staff per 10 youth to 1 staff per 8 youth. Upon implementation, this could add additional costs related to increasing staffing at the facility.

The uncertainty of funding allocations from the State effect programs and services that are offered to adult and juvenile offenders. Money received through Vehicle License Fees (VLF) is used to support programs under the Juvenile Justice Crime Prevention Act (JJCPA), Youthful Offender Block Grant (YOBG), Juvenile Accountability Block Grant (JBAG), and AB109. The final allocation of these dollars will ultimately dictate the level and types of programs funded and offered in the future.

**Summary of Other Administered Budgets**

**6650 – Fund 900-Probation  
Christopher Hansen, Chief Probation Officer  
Public Protection/Detention & Corrections**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
8035 JH REC HALL - WARD WELFARE	12,388	15,000	13,879	(1,121)	(7.5%)
<b>APPROPRIATIONS</b>					
8035 JH REC HALL - WARD WELFARE	4,843	15,422	13,000	(2,422)	(15.7%)
<b>NET CHANGE</b>					
8035 JH REC HALL - WARD WELFARE	7,544	(422)	879	1,301	(308.3%)

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

**8035 – Fund 035-Juv. Hall Rec.-Ward Welfare Fund      Summary of Other Administered Budgets**  
**Christopher Hansen, Chief Probation Officer**  
**Detention & Corrections**

**FUNCTION AND RESPONSIBILITIES**

Pursuant to Welfare and Institutions Code Section 873, the source of revenue for this fund is from the telephone company that facilitates collections attributable to collect calls made by wards confined at the Juvenile Detention Facility or New Foundations.

The money deposited in the Ward Welfare Fund must be expended by the Probation Department for the benefit, education, and welfare of the wards confined within the Juvenile Detention Facility or other juvenile facilities.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,121 or 7.5% in revenue and a decrease of \$2,422 or 15.7% in appropriations when compared to the FY2013/14 Adopted Budget. The decrease is the result of a lower population in the Juvenile Detention Facility. The primary funding source for the Department is telephone commission income received from a third-party vendor (Global Tel\*Link), which is tied to the population levels at the Juvenile Detention Facility and New Foundations.

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>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	554	0	600	600	0.0%
Charges For Services	0	0	279	279	0.0%
Misc Revenue	11,833	15,000	13,000	(2,000)	(13.3%)
<b>TOTAL REVENUES</b>	<b>12,388</b>	<b>15,000</b>	<b>13,879</b>	<b>(1,121)</b>	<b>(7.5%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	4,199	15,000	13,000	(2,000)	(13.3%)
Other Charges	644	422	0	(422)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,843</b>	<b>15,422</b>	<b>13,000</b>	<b>(2,422)</b>	<b>(15.7%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(7,544)</b>	<b>422</b>	<b>(879)</b>	<b>(1,301)</b>	<b>(308.3%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**Agricultural Commissioner  
and  
Sealer of Weights and Measures**

- Pesticide Use Enforcement
- Weights and Measures
- Pest Detection
- Pest Exclusion
- Pest Management
- Nursery

**DEPARTMENTAL PURPOSE**

The Department of Agriculture combines the functions of the County Agricultural Commissioner and County Sealer of Weights and Measures into a consolidated unit. The Ag Commissioner/Sealer of Weights and Measures is licensed by the Secretary of the California Department of Food and Agriculture (CDFA) and is appointed by the Board of Supervisors. Specific duties and responsibilities of the Department are enumerated in the provisions of the Food and Agricultural Code and the Business and Professions Code. The Department is responsible for the implementation

and enforcement of specified State laws and regulations at the local level as well as other duties as assigned or directed by the Board of Supervisors.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	2,702,937
FY2014/15 Recommended:	2,881,474
County General Fund Contribution:	1,296,966
Percent County General Fund Supported:	45.0%
Total Employees (FTEs):	22

**FUNCTION AND RESPONSIBILITIES**

The Agricultural Commissioner's Office is responsible for protecting and promoting agriculture in the county. This is accomplished through its Pest Prevention, Pesticide Use Enforcement, Export Certification and Inspection Services programs.

The Sealer of Weights and Measures verifies equity in commercial transactions. It carries out this responsibility through its Device Inspections, Weighmaster Inspections, Petroleum Product Inspections, Quantity Control and point-of-sale (price scanner) inspections.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The Specialty Crop Block grant (Solano Grown) awarded in 2011 will be successfully completed by the end of FY2013/14.
- The Weighmaster Program will not be funded during FY2014/15 for the Weights and Measures contract, annual loss is estimated at \$2,700. The program will now be complaint driven.
- Peach Fruit Fly was found by the Agricultural Department detection staff in Fairfield in June 2013. This was the first find of this exotic insect pest in Solano County. The resulting State response included an eradication program in the communities of Fairfield, Suisun, Cordelia and portions of Suisun Valley.
- An Olive Fruit Fly Workshop was hosted by the department at the request of local growers and expanded to neighboring counties, resulting in attendance of over 40 olive producers. Presenters invited by Commissioner Allan included the UC Olive Oil Institute, and olive mills and industry representatives. The presentations focused on control measures and monitoring of this serious pest of olives.

**WORKLOAD INDICATORS**

- During the period of January 1, 2013 through December 31, 2013, the Agriculture Unit reviewed and issued 426 pesticide permits, made 594 Phytosanitary field inspections for seed, inspected 2,590 traps and verified 3,843 field site identification numbers. There were 14 Light Brown Apple Moth (LBAM) and 35 European Grape Vine Moth (EGVM) compliance agreements for growers and shippers in furtherance of quarantines.
- During the same 12-month period, Weights and Measures sealed 6,641 devices to verify their accuracy.

**2830 – Fund 001-Agricultural Commissioner/Weights & Measures      Functional Area Summary**  
**Jim Allan, Agricultural Commissioner/Sealer of Weights & Measures**  
**Protection & Inspect**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	<u>1,719,228</u>	<u>1,546,058</u>	<u>1,584,508</u>	<u>38,450</u>	<u>2.5 %</u>
<b>TOTAL REVENUES</b>	<b>1,719,228</b>	<b>1,546,058</b>	<b>1,584,508</b>	<b>38,450</b>	<b>2.5 %</b>
<b>APPROPRIATIONS</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	<u>2,525,804</u>	<u>2,766,548</u>	<u>2,881,474</u>	<u>114,926</u>	<u>4.2 %</u>
<b>TOTAL APPROPRIATIONS</b>	<b>2,525,804</b>	<b>2,766,548</b>	<b>2,881,474</b>	<b>114,926</b>	<b>4.2 %</b>
<b>NET COUNTY COST</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	<u>806,575</u>	<u>1,220,490</u>	<u>1,296,966</u>	<u>76,476</u>	<u>6.3 %</u>
<b>NET COUNTY COST</b>	<b>806,575</b>	<b>1,220,490</b>	<b>1,296,966</b>	<b>76,476</b>	<b>6.3 %</b>
<b>STAFFING</b>					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	<u>17.5</u>	<u>18.0</u>	<u>22.0</u>	<u>4.0</u>	<u>22.2 %</u>
<b>TOTAL STAFFING</b>	<b>17.5</b>	<b>18.0</b>	<b>22.0</b>	<b>4.0</b>	<b>22.2 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$38,450 or 2.5% in revenues and \$114,926 or 4.2% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, Net County Cost increased by \$76,476 or 6.3%.

The primary funding source for the Department is Intergovernmental Revenues, projected at \$1,102,208, an increase of \$14,350, slightly over 1% when compared to FY2013/14 Adopted Budget. Intergovernmental Revenues are mainly received from the State, and are associated with various contracted agricultural inspection services and other mandated and subvented agricultural activities such as pesticide use enforcement. These contracts revenues are driven by available workloads and staffing. A slight increase in revenues from State Unclaimed Gas Tax and Pesticide Mill Subvention are projected for FY2014/15.

The Department’s other significant funding sources are: (1) Licenses, Permits and Franchise, estimated at \$295,500 and received in the form of user fees for device registration and other inspections and certifications provided by the Department, and (2) Charges for Services, anticipated at \$181,800, most of which is received for field inspections carried out by staff.

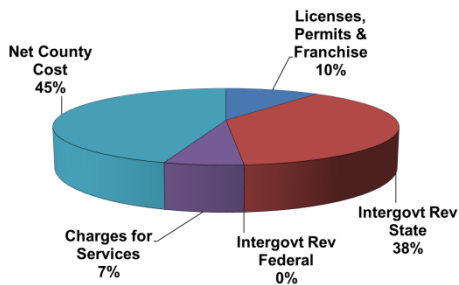
The primary outlays for the Agricultural Commissioner/Sealer are labor costs which at \$2,217,436, account for 77% of the overall departmental budget. The Department’s labor costs have increased by \$161,185 or 7.8% when compared to the FY2013/14 Adopted Budget, mainly due to the increase in salary, retirement and health costs.

**DEPARTMENT COMMENTS**

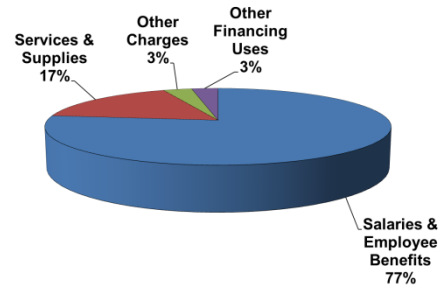
To ensure continuity and address current workloads the department is proposing adjustments that will address operational needs with a minimum of staffing additions, which will be offset by increased unrefunded gas tax in FY2015/16.

**Functional Area Summary      2830 – Fund 001-Agricultural Commissioner/Weights & Measures**  
**Jim Allan, Agricultural Commissioner/Sealer of Weights & Measures**  
**Protection & Inspect**

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Licenses, Permits & Franchise	291,281	279,000	295,500	16,500	5.9%
Fines, Forfeitures, & Penalty	5,234	5,000	5,000	0	0.0%
Intergovernmental Rev State	1,224,104	1,062,858	1,102,208	39,350	3.7%
Intergovernmental Rev Federal	16,605	25,000	0	(25,000)	(100.0%)
Charges For Services	181,482	174,200	181,800	7,600	4.4%
Misc Revenue	522	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>1,719,228</b>	<b>1,546,058</b>	<b>1,584,508</b>	<b>38,450</b>	<b>2.5%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	1,875,061	2,056,251	2,217,436	161,185	7.8%
Services and Supplies	464,634	527,170	490,523	(36,647)	(7.0%)
Other Charges	113,609	105,202	90,337	(14,865)	(14.1%)
Other Financing Uses	69,301	74,179	83,178	8,999	12.1%
Intra-Fund Transfers	3,199	3,746	0	(3,746)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,525,804</b>	<b>2,766,548</b>	<b>2,881,474</b>	<b>114,926</b>	<b>4.2%</b>
<b>NET COUNTY COST</b>	<b>806,575</b>	<b>1,220,490</b>	<b>1,296,966</b>	<b>76,476</b>	<b>6.3%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

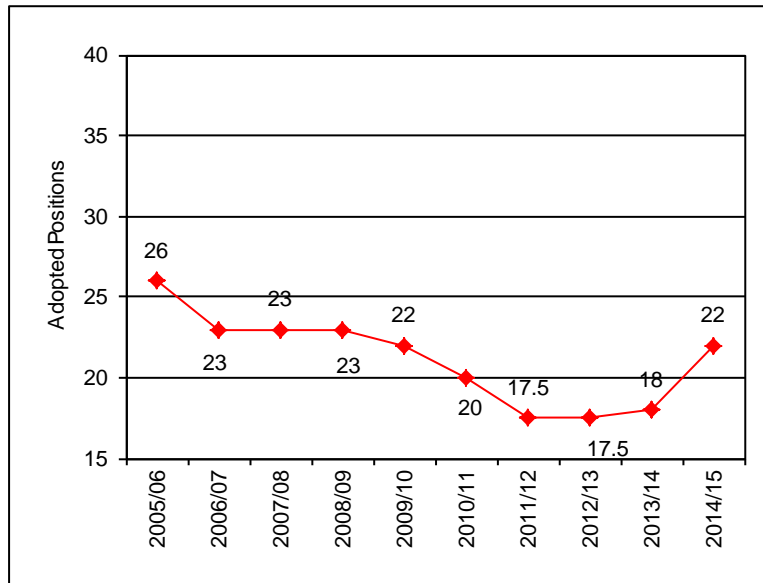
The department installed a point of sale terminal at the counter offering an alternative to cash or check when paying for registrations, permits, exams and other debts at the office. The department plans on further expanding payment options to on-line payments in the near future. This will result in reduced cash handling and greater constituent convenience.

**SUMMARY OF POSITION CHANGES**

The Recommended Budget includes the proposed position changes:

- Reclassify 1.0 FTE Accounting Technician to 1.0 FTE Accountant, effective 7/6/14, to align the scope of work with the appropriate job classification.
- Add 1.0 FTE Agriculture Biologist/Weights & Measures Inspector, effective 8/3/14, to assist Department with increased workload, regain maintenance of effort requirement from State partners, and to provide for succession planning as the position is for entry/journey rather than senior level. The Department currently has ten Senior Agriculture Biologist/Weights and Measures Inspectors, of which some are nearing retirement, and no entry/journey level.
- Add 3.0 FTE limited-term Agriculture/Weights and Measures Aides, effective 1/4/15 to 7/15/15, a change in seasonal staffing to comply with the Affordable Care Act in 2015.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Department is preparing for a move of the entire office to the Cordelia area in FY2014/15 or shortly thereafter. This move entails close to a million dollars in upgrades and many logistical and infrastructure challenges that will be addressed.

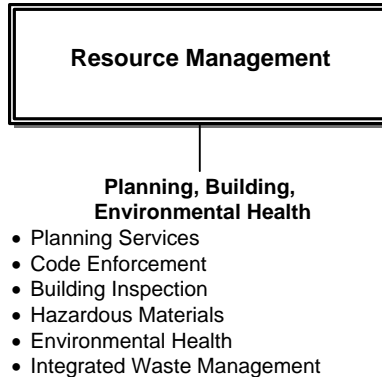
At the beginning of calendar year 2015, the Weights and Measures Division will be replacing its Access based Annual Device Registration program with a third party software with the name of Device Registration and Billing System (more commonly known as Dr. B's) from the Statewide Soft company. Initial outlay was paid for in FY2013/14.

The Weights and Measures Division is still working under the relaxed inspection protocols of a Variable Frequency of Inspection (VFI) authorization from the State Division of Measurement Standards. This relaxation of workload mandates is intended to apply during times of economic hardship and only while a set level of compliance is maintained. It is anticipated that with relaxed scrutiny, non-compliance will increase and a return to greater inspection frequency will be required in the coming year.

Two pieces of trailer-mounted Weights and Measures equipment exceed 50 years of age and are reaching the end of useful life. At Third Quarter, the Board approved the use of unanticipated revenue for the purchase of a \$30,000 new trailer mounted Weights and Measures volumetric calibration Prover. However, the Propane Prover no longer meets national standards for accuracy and traceability. A replacement is estimated at \$58,550. The existing unit is operating on a grand-fathered certification and staff will be working with the CAO to identify a means to replace this equipment in FY2014/15.

Sudden Oak Death (SOD), European Grapevine Moth (EGVM) and Light Brown Apple Moth (LBAM) were emergency programs. These programs are now in a greatly reduced scope where they exist to monitor compliance for meeting requirements of the county's trading partners for export.





**DEPARTMENTAL PURPOSE**

The Department of Resource Management consists of six organizational divisions. These divisions 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>	
FY2013/14 Third Quarter Projection:	8,803,361
FY2014/15 Recommended:	9,656,188
County General Fund Contribution:	2,811,473
Percent County General Fund Supported:	29.2%
Total Employees (FTEs):	44

**FUNCTION AND RESPONSIBILITIES**

Planning Services Division

Planning Services has administrative authority over land use within the unincorporated areas of the county. Its primary responsibilities are to:

- Oversee the County’s General Plan for land use; implement policy planning activities including General Plan amendments and updates; prepare specific plans and neighborhood plans; and provide staff support to special projects and functions as County liaison to other planning efforts and organizations.
- Implement the functions associated with land use planning, including the application of zoning regulations, processing of subdivision maps, conducting environmental review of proposed projects, and facilitating the public review process.
- Provide technical support for various long-range and regional planning-related projects, including: the Housing Element, Solano Transportation Authority (STA) projects, the Decennial Census, and Association of Bay Area Government’s (ABAG) Regional Housing Needs Allocation and FOCUS programs.
- Support the Board of Supervisors and Planning Commission in developing land use policy and assisting in the decision-making process on land use matters.
- Provide technical and staff support to the Solano County Airport Land Use Commission and Tri City - County Cooperative Planning Group.
- The Integrated Waste Management Program Prepares, maintains, administers, and implements the Countywide Integrated Waste Management Plan (CIWMP) subject to the California Integrated Waste Management Act of 1989 (AB 939), as amended.
- Manage a microenterprise business technical assistance and loan program that serves businesses with five or fewer employees in Benicia, Dixon, Rio Vista, Suisun City and the unincorporated areas of the county.
- Administer programs to promote energy conservation programs for municipal governments and special districts within the county as well as to assist Solano County businesses in meeting “green” certifications.
- Facilitate housing rental assistance and home improvement programs within the unincorporated areas, and provide

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technical and staff support to the County Housing Authority.

Building and Safety Services Division

Building and Safety Services has administrative authority over the unincorporated areas of the county and County-owned buildings within the various cities. Its primary responsibilities are to:

- Administer State and Federal codes and County ordinances related to all functions of construction, including the California codes for building, plumbing, electrical, mechanical, fire prevention, accessibility, energy and addressing.
- Implement the functions associated with the responsibility of being the County Flood Plain Administrator for construction and development.
- Administer the County's Code Enforcement program in the areas of zoning, grading, construction, inoperable / abandoned vehicles and business licenses.

Environmental Health Services Division

- Consumer Protection Programs, which are operated and administered to protect public health by ensuring compliance with Health and Safety codes for: public pools, housing, vector management, body art, and retail food handling and processing facilities; and assisting Public Health Nursing in abating lead hazards for children.
- Technical Service Programs, which are operated and administered to protect public health by ensuring compliance with 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.
- Hazardous Materials programs, which are operated and administered to protect public health by ensuring compliance with Health and Safety codes pertaining to the handling and storage of hazardous materials and hazardous waste, treatment of hazardous wastes, the operation of underground and aboveground petroleum storage tanks, the removal of leaking underground storage tanks, mitigation of contaminated sites, and the technical assistance and oversight of the cleanup of hazardous materials spills.

Administrative Support Division

- Supports the Department by handling incoming phone calls and inquiries; maintaining and assisting with recordkeeping for inspections; inventories; fees and permits; imaging processing and retention schedules; and data processing information system operations.
- Administers the County Business License Program.

Public Works Division

- The Public Works Division is described under the narrative for Budget Unit 3010 because it is not part of the General Fund.

Parks and Recreation Division

- The Parks & Recreation Division is described under the narrative for Budget Unit 7000 because it is not part of the General Fund.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Completed a medical marijuana outreach effort resulting in a permanent ordinance addressing medical marijuana dispensaries.
- Completed the supplemental groundwater analysis of the water chapter of the Middle Green Valley Recirculated Draft Environmental Impact Report for public review.
- Prepared an interim land use ordinance establishing height restrictions to protect the Assault Landing Zone operations at Travis Air Force Base.
- Prepared an urgency ordinance addressing commercial scale wind and solar energy projects throughout the unincorporated county.

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- Completed, and the Board of Supervisors adopted, a comprehensive semiannual update of the Zoning Regulations.
  - Continued customer service improvements with implementation of Accela Automation software, updated public handouts and website improvements for the Planning Division.
  - The Building Official worked closely with the Fire Districts within the county to create a consensus Fire Ordinance. It is anticipated that this ordinance will be completed and before the Board for approval prior to the end of the calendar 2014 year and will provide the same requirements countywide.
  - Assisted in streamlining the permitting processes for repair and maintenance of existing County-owned facilities, the Building Division has created an annual permit for each County-owned building in lieu of an individual permit for each minor alteration to an already approved building, electrical, gas, mechanical or plumbing installation.
  - To improve customer service, the Building and Safety Division is cross training all staff to assist at the front counter so each staff member has a better understanding of the entire permitting process and to provide additional building staff who can assist at the front counter.
  - The Department, acting as the Certified Unified Program Agency (CUPA), continued to provide training workshops and individual assistance at no charge to regulated Solano County businesses and public agencies on how to enter their chemical inventories, site plans and emergency response plans electronically into the California Environmental Reporting System (CERS). This training and assistance resulted in more than 190 individuals from various Solano County businesses and public agencies being trained and uploading a portion of their information into the electronic reporting database during FY2013/14.
  - The Department, acting as the certified Local Oversight Program (LOP) agency responsible for overseeing cleanup of sites contaminated by leaking underground fuel tanks, was audited by the California State Controller on behalf of the State Water Resources Control Board for the five-year period of July 1, 2007 through June 30, 2012. Solano County receives revenue from the State Water Resources Control Board to implement the LOP program. The State Controller had no findings as a result of their financial audit of the LOP program.
  - Completed the software upgrade from Permits Plus to Accela Automation, which began in FY2012/13, and ongoing enhancements will continued in FY2014/15. The system will reduce the need to add inspection or administrative support staff should workloads increase in the future.

**WORKLOAD INDICATORS**

During the period of July 1, 2013 and June 30, 2014:

- The Planning Division received three Use Permit applications; three Minor Use Permit applications; one Administrative Permit application; three Lot Line Adjustment applications and three Minor Subdivision applications. The relatively flat level of activity in zoning related permit processing from prior years can be attributed in part to the recent changes to the zoning regulations to streamline the permitting process and reduce the number of actions requiring discretionary approval.
- The Building Division issued 801 building permits over this reporting period reflecting an increase of 72 permits compared to last year. Of those permits, 13 were for new primary single family dwelling units, up from 12 issued last year, and five were for new secondary dwelling units, the same as last year.
- The Building Division conducted 6,683 types of building permit inspections during this reporting period, compared to 4,641 from the last reporting period, and reflects an increase in the number of requested inspections per permit due to the increase in the number of issued permits and the contractor phasing the project, which produces an increase in the number of required inspections.
- Environmental Health staff completed 2,548 routine inspections at 1,388 retail food establishments throughout Solano County to ensure safe food handling practices were being used. This is an increase of 16% in the number of inspections at retail food establishments and a 1% increase in the number of retail food establishment compared to the prior year.
- The Environmental Health Services Division registered 27 Cottage Food Operations for direct sales and permitted 3 Cottage Food Operations for indirect sales as a result of the new Cottage Food Act that became law on January 1, 2013.

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Environmental Health staff spent 169 hours implementing the Cottage Food Operation program, including providing information and reviewing applications.

- Hazardous Materials staff inspected 711 of the 1,753 businesses in Solano County that handle reportable quantities of hazardous materials to ensure chemical inventories were accurate and that emergency response plans were complete. This exceeds State minimum inspection frequency requirements of at least one inspection every three years.
- Hazardous Materials staff implemented a grant from CalRecycle to implement the Waste Tire Enforcement Program and performed 363 routine inspections at businesses that generate or haul waste tires to ensure compliance with state requirements.
- Environmental Health Services Division staff implemented a contract with the Fairfield Suisun Sewer District by performing storm water inspections at 297 retail food establishments and 137 businesses handling reportable quantities of hazardous materials to ensure grease traps were being maintained and hazardous chemicals were not discharged within the District's boundaries.

From January 1, 2013 to December 31, 2013:

- Code Compliance received 266 complaints regarding land use violations, vehicle abatement and building code violations over this last reporting period compared to the 216 from last year. Out of those 266 complaints filed, 238 resulted in an official Investigation Request being filed with Code Compliance. Of the complaints, 134 were for building without a permit compared to 93 from last year; 47 were for junk and debris compared to 44 from last year; 24 were for land use violations compared to 21 from last year; 24 were for vehicle abatement compared to 21 from last year; 23 were for substandard structures or buildings compared to 36 from last year, and received 14 complaints regarding unpermitted Businesses compared to none last year. Many of the vehicle abatement complaints were abated by the property owner.

**Functional Area Summary**

**2910 – Fund 001-Resource Management  
Bill Emlen, Director of Resource Management  
Other Protection**

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
ADMINISTRATION	381,286	392,757	404,114	11,357	2.9 %
PLANNING SERVICES	369,322	590,912	660,888	69,976	11.8 %
CODE ENFORCEMENT	13,207	13,710	10,635	(3,075)	(22.4) %
BUILDING & SAFETY SERVICES	1,473,699	717,850	731,500	13,650	1.9 %
ENVIRONMENTAL HEALTH SERVICES	2,959,234	2,722,812	2,914,543	191,731	7.0 %
HAZARDOUS MATERIALS PROGRAM	1,438,253	1,559,071	1,492,739	(66,332)	(4.3) %
ENVIRONMENTAL HEALTH-UST OVERSIGHT	369,208	334,548	346,746	12,198	3.6 %
INTEGRATED WASTE MANAGEMENT	236,485	244,565	283,550	38,985	15.9 %
<b>TOTAL REVENUES</b>	<b>7,240,694</b>	<b>6,576,225</b>	<b>6,844,715</b>	<b>268,490</b>	<b>4.1 %</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION	2,441,237	2,132,292	2,335,787	203,495	9.5 %
PLANNING SERVICES	1,796,687	1,936,973	2,244,177	307,204	15.9 %
CODE ENFORCEMENT	211,821	200,583	256,964	56,381	28.1 %
BUILDING & SAFETY SERVICES	799,799	708,728	727,500	18,772	2.6 %
ENVIRONMENTAL HEALTH SERVICES	2,141,945	2,107,271	2,370,567	263,296	12.5 %
HAZARDOUS MATERIALS PROGRAM	1,008,854	1,187,526	1,149,327	(38,199)	(3.2) %
ENVIRONMENTAL HEALTH-UST OVERSIGHT	272,179	286,884	289,008	2,124	0.7 %
INTEGRATED WASTE MANAGEMENT	234,471	244,695	282,858	38,163	15.6 %
<b>TOTAL APPROPRIATIONS</b>	<b>8,906,993</b>	<b>8,804,952</b>	<b>9,656,188</b>	<b>851,236</b>	<b>9.7 %</b>
<b>NET COUNTY COST</b>					
ADMINISTRATION	2,059,951	1,739,535	1,931,673	192,138	11.0 %
PLANNING SERVICES	1,427,365	1,346,061	1,583,289	237,228	17.6 %
CODE ENFORCEMENT	198,615	186,873	246,329	59,456	31.8 %
BUILDING & SAFETY SERVICES	(673,901)	(9,122)	(4,000)	5,122	(56.1) %
ENVIRONMENTAL HEALTH SERVICES	(817,289)	(615,541)	(543,976)	71,565	(11.6) %
HAZARDOUS MATERIALS PROGRAM	(429,399)	(371,545)	(343,412)	28,133	(7.6) %
ENVIRONMENTAL HEALTH-UST OVERSIGHT	(97,029)	(47,664)	(57,738)	(10,074)	21.1 %
INTEGRATED WASTE MANAGEMENT	(2,015)	130	(692)	(822)	(632.3) %
<b>NET COUNTY COST</b>	<b>1,666,299</b>	<b>2,228,727</b>	<b>2,811,473</b>	<b>582,746</b>	<b>26.1 %</b>
<b>STAFFING</b>					
ADMINISTRATION	8	7	7	0	0.0 %
PLANNING SERVICES	7	7	8	1	14.3 %
CODE ENFORCEMENT	1	1	1	0	0.0 %
BUILDING & SAFETY SERVICES	5	5	5	0	0.0 %
ENVIRONMENTAL HEALTH SERVICES	14	14	14	0	0.0 %
HAZARDOUS MATERIALS PROGRAM	6	6	6	0	0.0 %
ENVIRONMENTAL HEALTH-UST OVERSIGHT	2	2	2	0	0.0 %
INTEGRATED WASTE MANAGEMENT	1	1	1	0	0.0 %
<b>TOTAL STAFFING</b>	<b>44</b>	<b>43</b>	<b>44</b>	<b>1</b>	<b>2.3 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall increase of \$268,490 or 4.1% in revenues and an increase of \$851,236 or 9.7% in appropriations when compared to the FY2013/14 Adopted Budget. As a result, the Net County Cost is increased by \$582,746 or 26.1%.

Significant factors contributing to significant budget changes are:

- The downturn in the economy continues to have an impact upon the building construction and land division activity within the unincorporated areas of the county. While the Department is starting to see some uptrends in building-related activity, it is not substantive enough to offset a reduction in fees derived from wind turbine construction activity from previous years.
- The Board approved on February 11, 2014 a two-year program to fund an update at the Travis AFB Airport Land Use Compatibility Plan with an estimated budget of \$475,000 that included an application to the Department of Defense Office of

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Economic Adjustment for a Joint Land Use Study (JLUS) grant. Much of those projected costs are reflected in the FY2014/15 Recommended Budget. The JLUS grant, if approved, may offset a portion of these costs.

- The recent annexation of the proposed Train Station properties along Peabody Road by the City of Fairfield has reduced the number of business license renewals.
- There is a projected increase in tonnage disposed at the local landfills resulting from a change in disposal contracts. This results in a projected revenue increase of \$138,196 from the FY2013/14 Adopted Budget.
- Installing and the initial implementation of the Accela permitting software has been completed. There are ongoing efforts to increase the system's capabilities, including maintenance and licensing costs of \$54,286.

The primary funding source for the Department are permits issued and fees charged for services, with the remaining funding from grants and the General Fund. Significant changes in revenue are:

- Permit Revenue reflects a net increase of \$176,585. The primary reasons for the increase are increases in solid waste revenue, food facility permits and permits relating to construction activity. There is a decrease of zoning and hazardous materials permit activity. The decrease in zoning-related activity can be attributed in part to recent streamlining elements to the Zoning Ordinance.
- Intergovernmental Revenues decreased by a net of \$11,552 primarily due a reduction in the California Electronic Reporting System (CERS) grant from Cal EPA.
- Revenues from Charges for Services reflect a net increase of \$43,228. This increase is primarily due to increases in water well permits of \$39,295, Other Professional Services of \$16,678, Interfund Services-Professional Services of \$12,200 and Departmental Administration Overhead of \$11,057 that is offset by decreases in building plan check fees and charges to offset expenses for outside preparation of environmental documents.
- Miscellaneous Revenue has a net increase of \$60,229, primarily the result of reimbursable expenses from the HazMat trust and utilization of the Sacramento Municipal Utilities District administrative reimbursement for their wind turbine project in FY2013/14.

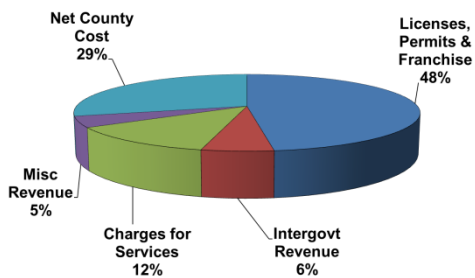
Significant changes in the cost categories are:

- An increase of \$443,380 in Salaries and Benefits is attributed to the overall increase in retirement and health care costs, salary adjustments, workers compensation insurance and an accrued leave payout for a retirement. The budget reflects the addition of the 1.0 FTE Limited Term Planner Associate for the updated to provide additional staffing resources for the Rio Vista Airport and Travis AFB Land Use Compatibility Plans (20% revenue offset) and an extra help college intern to assist with the integrated waste program activities (100% revenue offset).
- Changes in Services and Supplies reflect an overall increase of \$194,138 when compared to the FY2013/14 Adopted Budget. The largest increase is \$164,917 in Contracted and Other Professional Services resulting primarily from anticipated contract expenses for the Rio Vista and Travis ALUCP updates and \$26,470 increase in Advertising and Marketing for outreach campaign to reduce solid waste entering landfills.
- Contracted and Other Professional Services have a net increase of \$164,917. Funds are included for consultant expenses to prepare an update to the Rio Vista Airport and Travis AFB Land Use Compatibility Plans, an update to the Housing element, contracts with Solano Resource Conservation District and Valcore to conduct various public education and outreach programs to promote recycling efforts, and funds to hire a consultant to conduct a biosolids research project.
- Other Charges reflect a net increase of \$262,291 primarily due to an increase of \$268,531 in Countywide Administration Overhead and Building Use charges. This is offset by a decrease in cross charges for the sharing of administrative support and a decrease illegal disposal costs with the Public Works Division (Fund 101). It is anticipated that for FY2014/15 there will not be a General Fund contribution needed to support Grading Engineering services performed by Public Works for the Building Division.
- The net decrease of \$55,452 in Intrafund Transfers is primarily due to an increase in professional charges to General Services to assist with the administration of the various garbage franchise agreements in the unincorporated areas of the county.

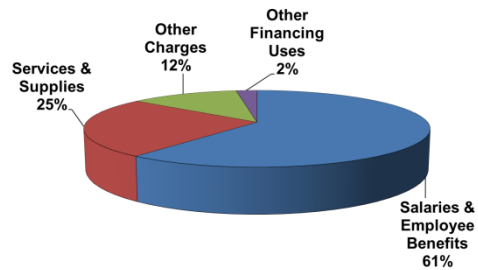
**DEPARTMENT COMMENTS**

Budget Unit 2910 is driven largely by special projects and permit activity. The budget increase during FY2013/14 and proposed for FY2014/15 reflects the Board's commitment to several special projects most notably the Travis ALUCP update and development of regulations for commercial solar projects. In regards to recent activity, the wind projects had provided a revenue offset to the downturn in overall construction-related fees due to the recession and housing market downturn. Now without a wind turbine project, the Department continues to adjust to lower anticipated revenues. The Department is beginning to see increased interest in new home construction and remodeling, and anticipates some increase in fee revenues in that sector if this trend gains more traction.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Licenses, Permits & Franchise	5,094,406	4,446,429	4,623,014	176,585	4.0%
Intergovernmental Rev State	555,526	531,302	519,750	(11,552)	(2.2%)
Intergovernmental Rev Other	40,906	34,000	34,000	0	0.0%
Charges For Services	1,332,717	1,175,245	1,218,473	43,228	3.7%
Misc Revenue	217,139	389,249	449,478	60,229	15.5%
<b>TOTAL REVENUES</b>	<b>7,240,694</b>	<b>6,576,225</b>	<b>6,844,715</b>	<b>268,490</b>	<b>4.1%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	5,156,717	5,418,805	5,862,185	443,380	8.2%
Services and Supplies	2,235,558	2,252,828	2,446,966	194,138	8.6%
Other Charges	1,279,698	895,602	1,157,893	262,291	29.3%
F/A Equipment	10,671	0	0	0	0.0%
Other Financing Uses	209,332	214,612	221,491	6,879	3.2%
Intra-Fund Transfers	15,018	23,105	(32,347)	(55,452)	(240.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>8,906,993</b>	<b>8,804,952</b>	<b>9,656,188</b>	<b>851,236</b>	<b>9.7%</b>
<b>NET COUNTY COST</b>	<b>1,666,299</b>	<b>2,228,727</b>	<b>2,811,473</b>	<b>582,746</b>	<b>26.1%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- The Planning Division continues to explore options to further streamline the land use application process and, along with the Department as a whole, will utilize technology, such as the recently installed Accela Automation system, and other enhancements to reduce the application process.

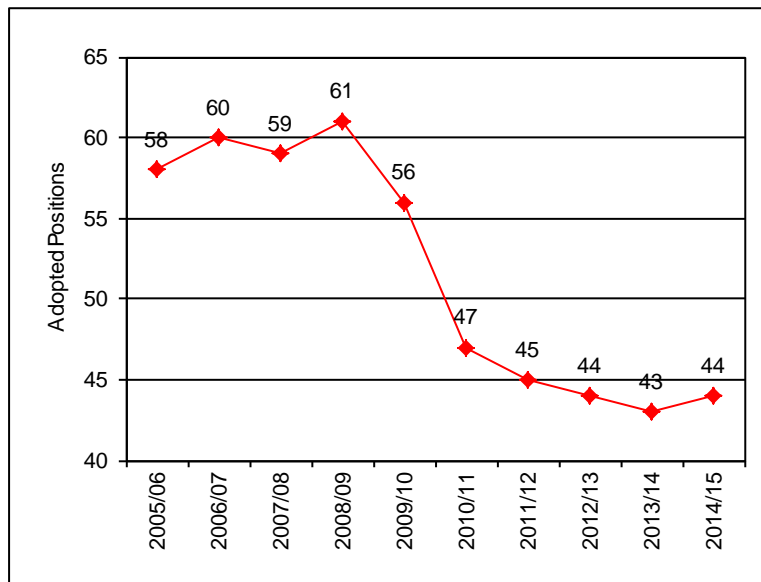
- The Environmental Health Services Division proposes to continue the use of an extra help entry level Hazardous Materials Specialist to assist the division in helping businesses with questions on using the new California Electronic Reporting System to report their hazardous materials inventory and site plans.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocations since the FY2013/14 Adopted Budget include:

- 1.0 FTE Limited Term Building Inspector II converted at Third Quarter to a regular full-time position effective July 1, 2014.
- 1.0 FTE Limited Term Planner Associate position added on February 11, 2014. The position terminates June 30, 2016.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Planning Division will work with California State Association of Counties to assist the legislature in its reform of the California Environmental Quality Act.

The State of California passed SB 1608 requiring building divisions to have on staff individuals who hold a Certified Access Specialist Program (CASP) Certification by 2014. The Building Division currently has the Plan Check Engineer certified for plan review and counter consultation, and it is currently training one field inspector in preparation to take the State-mandated test for certification prior to the July 1, 2014 deadline. A second inspector will be trained over this next year with the anticipation that he will also receive his certification within the next two years.

The State Water Resources Control Board's statewide onsite wastewater treatment system policy became effective on May 13, 2013. This policy creates several tiers of management and oversight for onsite systems, depending on the potential impact to public health and the environment by their operation. The State policy will require Solano County to have a Local Agency Management Program approved by the Regional Water Quality Control Board by May 13, 2018 to continue the implementation of a local program for most onsite systems. A proposed local program must be submitted to the Central Valley Regional Water Board by May 13, 2016 in order to meet this timeline. Existing Solano County Code regulating septic systems and water wells should meet the requirements for a Local Agency Management Program with minor amendments to strengthen countywide monitoring and reporting of water quality and septic system operation. Failure to obtain a Local Agency Management Program will result in the requirement for owners of new and replaced onsite sewage disposal systems, or owners of existing onsite systems in sensitive areas already impacted by septic systems, to meet prescriptive standards or to obtain individual waste discharge requirements from the State in order to operate their system.



Economic improvement, the lack of rain during the winter months and new disposal contracts by the active landfills within Solano County during FY2013/14 resulted in an unanticipated increase in disposed tons and revenue. On January 1, 2014 the Napa-Vallejo Waste Management Authority (Authority) began to transport its waste to the Potrero Hills Landfill for disposal. This contract runs through December 31, 2018 and may be extended. The Authority transported 135,800 tons of solid waste for disposal from American Canyon, Napa and Vallejo, according to records from CalRecycle for 2011. This increase in disposed tonnages and revenue from the Authority will be mostly offset by the loss of the Contra Costa Transfer Station contract by Potrero Hills Landfill beginning the second week of July 2014. Still, both landfills are anticipated to see disposed tonnages above those anticipated in the FY2013/14 budget, but below actual amounts received during FY2013/14.

**2910 – Fund 001-Resource Management**  
**Bill Emlen, Director of Resource Management**  
**Other Protection**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1450 DELTA WATER ACTIVITIES	39,625	100,000	-	(100,000)	(100.0%)
1510 HOUSING & URBAN DEVELOPMENT	2,502,371	3,145,379	2,300,000	(845,379)	(26.9%)
1904 SURVEYOR/ENGINEER	38,123	46,900	25,000	(21,900)	(46.7%)
1950 SURVEY MONUMENT	16,986	22,150	12,090	(10,060)	(45.4%)
2110 MICRO-ENTERPRISE BUSINESS ACCT	(1,170)	300,255	277,654	(22,601)	(7.5%)
2950 FISH & WILDLIFE PROPAGATION	20,085	4,480	2,901	(1,579)	(35.2%)
7000 PARKS & RECREATION	1,348,413	1,426,336	1,425,923	(413)	(0.0%)
8217 2010 HOME	80,887	225,000	-	(225,000)	(100.0%)
8220 HOMEACRES LOAN PROGRAM	10,539	10,000	10,000	-	0.0%
<b>APPROPRIATIONS</b>					
1450 DELTA WATER ACTIVITIES	275,196	491,250	499,899	8,649	1.8%
1510 HOUSING & URBAN DEVELOPMENT	2,502,371	3,145,379	2,300,000	(845,379)	(26.9%)
1904 SURVEYOR/ENGINEER	70,270	71,200	50,728	(20,472)	(28.8%)
1950 SURVEY MONUMENT	19,441	10,524	10,943	419	4.0%
2110 MICRO-ENTERPRISE BUSINESS ACCT	122	300,255	277,654	(22,601)	(7.5%)
2950 FISH & WILDLIFE PROPAGATION	193,875	22,527	17,360	(5,167)	(22.9%)
7000 PARKS & RECREATION	1,322,899	1,406,459	1,425,923	19,464	1.4%
8217 2010 HOME	4,937	225,000	41	(224,959)	(100.0%)
8220 HOMEACRES LOAN PROGRAM	612	1,075	921	(154)	(14.3%)
<b>NET CHANGE</b>					
1450 DELTA WATER ACTIVITIES	(235,571)	(391,250)	(499,899)	(108,649)	27.8%
1904 SURVEYOR/ENGINEER	(32,147)	(24,300)	(25,728)	(1,428)	5.9%
1950 SURVEY MONUMENT	(2,456)	11,626	1,147	(10,479)	(90.1%)
2110 MICRO-ENTERPRISE BUSINESS ACCT	(1,291)	-	-	-	0.0%
2950 FISH & WILDLIFE PROPAGATION	(173,789)	(18,047)	(15,239)	2,808	(15.6%)
7000 PARKS & RECREATION	25,514	19,877	(68,462)	(88,339)	(444.4%)
8217 2010 HOME	75,950	-	(41)	(41)	0.0%
8220 HOMEACRES LOAN PROGRAM	9,927	8,925	9,079	154	1.7%

A summary of the budgets administered by the Department of Resource Management is provided on the following pages.

**DEPARTMENTAL PURPOSE**

The Delta Water Activities budget funds actions undertaken by the County to ensure it proactively responds to the multitude of water plans, programs and projects that have potential impacts to the County. It provides support to the Board's Legislative Committee and County departments in evaluating water-related legislation, regulations and bond initiatives.

**FUNCTION AND RESPONSIBILITIES**

This budget unit was created in October 2007 as part of a staffing strategy to address the Delta Vision process and the host of other emerging State water-related planning proposals with impacts to Solano County. As a result of the Comprehensive Water Package, established by SB X7 1 and signed by the Governor in November 2009, the Delta Stewardship Council and Delta Conservancy were established, and the Delta Protection Commission was reconstituted to achieve orderly, balanced conservation and development of Delta land resources and improved flood protection. The Delta Water Activities budget contains additional appropriations to be used in evaluating State and Federal proposals that impact Solano County, and for advocating for County interests to ensure public awareness is raised concerning actions that could have detrimental impacts.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

SB X7 1 significantly reformed State policies, programs and governance for the Delta, and established guidelines for management and use of water in California. The Delta Reform Act portion of the legislation created the Delta Stewardship Council to provide State oversight. Among other things, in the past fiscal year the Council embarked on plans to implement parts of their completed Delta Plan document to further mandated coequal goals of providing a more reliable water supply for California and protecting, restoring, and enhancing the Delta ecosystem. The Delta Plan will incorporate the Bay Delta Conservation Plan (BDCP), if and when complete.

A State/Federal BDCP process is under way with release of a public draft Plan and environmental documents through FY2013/14 and into FY2014/15. The State and Federal government, along with private entities, are currently engaged in purchasing lands in the Delta for habitat restoration to fulfill mitigation requirements from past and present Central Valley and State water project export pumping impacts on fish. About 8,000 acres of initial restoration activities are under way, and much of this restoration will occur within County boundaries.

The State Water Resources Control Board (SWRCB) is undergoing a revision of the Bay-Delta Water Quality Control Plan, which will consider appropriate flows for all beneficial uses and revise water quality objectives for the Delta and likely generate changes in water quality and potentially water rights. The SB X7 1 legislation also created a SWRCB Watermaster, engaged in evaluation of water use and illegal diversions in the Delta. The BDCP will request a permit from the SWRCB for an additional point of water diversion in the north Delta in FY2013/14 and the process will extend into the FY2014/15.

The County is a member of the Delta Counties Coalition (DCC), established to advocate for local involvement in these processes as well as specific positions on the issues. The State Department of Water Resources has completed the Central Valley Flood Protection Plan (CVFPP). Regional committees have been established to prioritize projects within each region to help carry out the CVFPP. There is potential for the Yolo Bypass and Sacramento River flood region, which includes the County, to generate interest and subsequent funding for projects. The State legislature is considering revisions to a proposed 2014 water bond ballot measure, (which may be delayed) and other State and Federal water legislation is forthcoming. All of these efforts will have consequences for Solano County that must be identified, monitored and evaluated.

During the past fiscal year a number of County staff have been engaged in all of these plans and processes to varying degrees:

- Staff has evaluated and commented on the Final Delta Plan, the BDCP Plan and Environmental Impact Report/Statement and associated rulemaking documents. Staff will continue to remain engaged with Delta Stewardship Council activities in the coming year, and will continue to press the Council for endorsement and action on completion of near-term projects in the Delta, including levee restoration, funding and long-term management including the reuse of dredged material on levees, among other things.
- The Bay Delta Conservation Plan (BDCP) process continues to propose a water conveyance system to improve the reliability of water supply from the Delta to the Central Valley and Southern California, and to engage in habitat creation/restoration activities. During the past fiscal year staff has participated in meetings and has commented on a number of BDCP documents. In December 2013, public draft documents were released, totaling some 40,000 pages. It will

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be important for Solano County to have technical expertise available to provide advice on how best to address land use, water quality, and supply economic, agricultural, and fisheries issues to protect County priorities.

- The County's interests are not necessarily well served by the current preferred alternative for BDCP and State/Federal projects. Key potential negative impacts include the loss of local regulatory control, the loss of prime County farmlands to habitat restoration efforts. This includes degradation of the local farm communities in the Delta and the communities that are dependent on the farm economy. Discussions with State and Federal agencies to determine if these entities can provide financial support have resulted in the State and Federal Water Contractor's Agency (in conjunction with the Solano County Water Agency, which also provided funds) providing \$100,000 toward an land use and economic study to look at impacts of farmland conversion. The initial study will be completed in FY2013/14, and options will be explored to secure further funding to continue more detailed phases of this work in the FY2014/15.
- State Water Resources Control Board efforts are ongoing relative to hearings and scientific work to modify water quality objectives in the Delta for all beneficial uses. The new objectives will be key to decisions to be made on how much water is needed for fish (i.e. flow) and other uses and subsequently how much water can be exported. These changes, along with other potential permit actions, are anticipated to have water quality impacts to the County agriculture and potentially cities, but precisely what the impacts are and to what degree remain to be determined. It is important that staff monitor these activities.
- The Delta Counties Coalition (DCC) provides a local voice in projects and programs occurring on the Delta that have potential to impact the partner counties. The County and staff continue to participate in these activities.
- Other State activities include the recent development of the Central Valley Flood Protection Plan, a sustainable, integrated flood plan for improving flood management in the Delta. During FY2012/13, regional committees were set up to establish flood-control projects and prioritize them for the region. This process gained much momentum into FY2013/14 is expected to gain additional attention into FY2014/15. Staff maintains a presence on this Committee as well as on relevant subcommittees. Working with other county agencies to ensure inclusion and priority to rural levee projects and those projects within the county are included.
- The County has an appointed Supervisor on the Delta Protection Commission and staff monitors activities of the Commission. The Commission has provided comments to the Delta Stewardship Council on iterations of the Delta Plan, near-term actions, comments on BDCP, a regional levee agency and many other issues. The Commission continues its work on a National Heritage Area, and has been developing a strategic plan to guide its activities.
- Continued support for Senator Dianne Feinstein and Congressman John Garamendi's National Heritage Area (NHA) legislation, reintroduced in early 2013.
- Solicited assistance and support from Legislators in Washington, D.C., for Delta Counties' water-related priorities and maintained contact with business and environmental stakeholders to identify areas of mutual agreement to respond to threats against the Delta.
- Remained committed to water-related emergency preparedness efforts; ensured proposals related to levee maintenance and flood control address Solano's safety requirements; worked with the State to ensure Delta-related habitat restoration efforts include full funding for protection against invasive species, buffer zones for farmers, seepage and other issues; and identified and pursued State and Federal funding for infrastructure supporting the water resources needs of Solano County.

#### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall decrease of \$100,000 or 100.0% in revenues and an increase of \$8,649 or 1.8% in appropriations when compared to FY2013/14 Adopted Budget. As a result, the Net County Cost is increased by \$108,649 or 27.8%.

Primary factors contributing to the increase in Net County Cost is the reduction in one-time of \$100,000 for the Cache Slough Complex study and other BDCP review support, and an \$8,677 increase in Salaries & Benefits from increases in retirement and health costs and salary adjustments.

Services and Supplies had an overall net decrease of \$47,758 when compared to the FY2013/14 Adopted Budget primarily as a result of moving \$50,000 from Other Professional Services to Interfund-Personnel to reimburse the Road Fund for engineering and environmental review services. Professional contracts include \$35,000 for the County's share of the Delta Counties

**Summary of Other Administered Budgets**

**1450 – Fund 001-Delta Water Activities  
Bill Emlen, Director of Resource Management  
Legislative & Administration**

Coalition Coordination, \$37,620 for Shaw/Yoder, Inc. to provide legislative and regulatory advocacy services specific to water issues, and \$105,000 for outside assistance to review BDCP documents and other Delta-related proposals by the State. Changes in Other Charges include \$24,000 for services provided by Reclamation District 2068 to provide policy and technical assistance on a variety of Delta water issues, including flood control and levee consulting services. This was formerly budgeted in Contracted Services, and is now more accurately reflected as a contribution to a non-county agency.

**DEPARTMENT COMMENTS**

Delta issues continue to progress rapidly. The State Administration remains supportive of the BDCP tunnel project for water conveyance, which heightens the importance of staff working in every strategically appropriate venue to advocate for State and Federal governments to work collaboratively with local government and to address local concerns and priorities.

State, Federal and contractor efforts to support the advancement of the BDCP effort purporting to restore the Delta's ecosystem and provide reliable water supplies for the south appear to be continuing their momentum. The Governor and Secretary of the Interior made a public announcement on July 25, 2012 committing to a 3-intake, 9,000 cfs set of tunnels from the Sacramento River under the Delta to the pumps, and public draft Plan and environmental documents are out. Additional permit applications to State and Federal agencies for this project are expected. Additionally, early implementation of habitat restoration efforts (some of which are already under way) from prior pumping effects on fish will have significant impacts on Solano County. Staff continues to communicate with State and Federal water contractors on County issues, such as economic impacts of land conversions from farming to habitat restoration areas; the potential impact of urban and agricultural runoff/discharges; Endangered Species Act impacts; levee maintenance; and local government loss of revenue, among other things. Staff also continues to work with the Department of Water Resources and the Department of Fish and Game to collaborate on Prospect Island and other habitat restoration projects in Solano County in an effort to achieve positive outcomes locally.

Staff will continue to work closely with the Delta Stewardship Council, the Delta Conservancy and the Delta Protection Commission to shape Delta policy in a way that recognizes and benefits Solano County interests.

The Delta Counties Coalition remains an additional venue for raising the profile of Solano-specific interests and awareness of broader Delta issues.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev Other	39,625	100,000	0	(100,000)	(100.0%)
<b>TOTAL REVENUES</b>	<b>39,625</b>	<b>100,000</b>	<b>0</b>	<b>(100,000)</b>	<b>(100.0%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	118,388	129,592	138,269	8,677	6.7%
Services and Supplies	121,335	288,694	240,936	(47,758)	(16.5%)
Other Charges	24,000	56,003	102,387	46,384	82.8%
Other Financing Uses	0	5,085	5,243	158	3.1%
Intra-Fund Transfers	11,474	11,876	13,064	1,188	10.0%
<b>TOTAL APPROPRIATIONS</b>	<b>275,196</b>	<b>491,250</b>	<b>499,899</b>	<b>8,649</b>	<b>1.8%</b>
<b>NET COUNTY COST</b>	<b>235,571</b>	<b>391,250</b>	<b>499,899</b>	<b>108,649</b>	<b>27.8%</b>

**SUMMARY OF POSITION CHANGES**

The Recommended Budget funds the extension of a limited term full-time Staff Analyst (Senior) position to June 30, 2015.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

There are potential policy and legislative hurdles that will impact Solano County's ability to protect its interests in the Delta over the next three years. As of this writing, staff is monitoring several bills that may impact the Delta ecosystem, water quality and water supply. Staff is also monitoring drought related legislation that has been proposed in light of a Statewide Drought Disaster declaration for 2014. The Water Bond proposed for the 2014 ballot is expected to be scaled down by the Legislature from the original \$11.1 billion so staff continues to monitor competing proposals to ensure Solano County's water priorities are addressed.

**FUNCTION AND RESPONSIBILITIES**

The Surveyor/Engineer Budget exists to fund non-road-related surveying and engineering services provided to the public. Funding includes map checking for parcel maps, subdivision maps and records of survey; 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 on a reimbursable basis.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget projects a decrease in revenues of \$21,900 and appropriations of \$20,472 when compared to the FY2013/14 Adopted Budget based on lower anticipated map sales and a slight decrease in land development activity.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Charges For Services	35,525	44,900	23,000	(21,900)	(48.8%)
Misc Revenue	<u>2,598</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>	<u>0.0%</u>
<b>TOTAL REVENUES</b>	<b>38,123</b>	<b>46,900</b>	<b>25,000</b>	<b>(21,900)</b>	<b>(46.7%)</b>
<b>APPROPRIATIONS</b>					
Other Charges	<u>70,270</u>	<u>71,200</u>	<u>50,728</u>	<u>(20,472)</u>	<u>(28.8%)</u>
<b>TOTAL APPROPRIATIONS</b>	<b>70,270</b>	<b>71,200</b>	<b>50,728</b>	<b>(20,472)</b>	<b>(28.8%)</b>
<b>NET COUNTY COST</b>	<b>32,147</b>	<b>24,300</b>	<b>25,728</b>	<b>1,428</b>	<b>5.9%</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.

**FUNCTION AND RESPONSIBILITIES**

The Survey Monument Preservation Budget exists to 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 the Public Works Engineering Division on a reimbursable basis.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget includes a decrease in revenues of \$10,060 based on current activity in Recording Fees and an increase in appropriations of \$419 based a slight increase in preservation work anticipated as compared to the FY2013/14 Adopted Budget.

See related Budget Unit 9123 - Fund 281 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	206	150	90	(60)	(40.0%)
Charges For Services	16,780	22,000	12,000	(10,000)	(45.5%)
<b>TOTAL REVENUES</b>	<b>16,986</b>	<b>22,150</b>	<b>12,090</b>	<b>(10,060)</b>	<b>(45.4%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	0	0	5,000	5,000	0.0%
Other Charges	19,441	10,524	5,943	(4,581)	(43.5%)
<b>TOTAL APPROPRIATIONS</b>	<b>19,441</b>	<b>10,524</b>	<b>10,943</b>	<b>419</b>	<b>4.0%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>2,456</b>	<b>(11,626)</b>	<b>(1,147)</b>	<b>10,479</b>	<b>(90.1%)</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.

**FUNCTION AND RESPONSIBILITIES**

HOME 2010 reflects a \$600,000 grant from the State Housing and Community Development in 2010. The joint purpose of this grant program was to provide low-interest loans to income-qualified homeowners for housing rehabilitation on substandard structures and for the operation of a First Time Homebuyer Program, which would provide gap financing for target income first time homebuyers. This program was closed out in 2013. The program is inactive, though future program income may become available to loan out as part of a revolving loan fund.

This budget unit is part of Fund 105, which includes past housing rehabilitation programs funded under Community Development Block Grants (CDBG) or the State Housing and Community Development (HOME) that provided low-interest loans to income-qualified homeowners to conduct housing rehabilitation work to address health and safety problems and bring the structure up to current building codes. These grants have closed (budget unit 8215 – CDBG 1999, budget unit 8216 – CDBG 2000, and budget unit 8225 – HOME 2006), but funding returns to the County as program income when property owners sell or refinance their homes. Each budget unit maintains its own dedicated fund balance. The program income from the repayment of loans is made available to loan out to other qualified homeowners based on the lending guidelines of the originating grant program as part of a revolving loan fund. Fund 105 represents approximately \$1.17 million in loans from these four programs with repayment schedules primarily linked to the sale or refinancing of the residence.

See related Budget Unit 9165 – Fund 105 Contingencies (refer to Contingencies section in the Budget), which reflects funds available for qualified low-interest loans to income-qualified homeowners.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev State	80,887	225,000	0	(225,000)	(100.0%)
<b>TOTAL REVENUES</b>	<b>80,887</b>	<b>225,000</b>	<b>0</b>	<b>(225,000)</b>	<b>(100.0%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	4,937	65,510	0	(65,510)	(100.0%)
Other Charges	0	159,490	41	(159,449)	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,937</b>	<b>225,000</b>	<b>41</b>	<b>(224,959)</b>	<b>(100.0%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(75,950)</b>	<b>0</b>	<b>41</b>	<b>41</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 Homeacres Loan Program is funded by the housing set-aside funds from the Southeast Vallejo Redevelopment Project, interest earned over time on those set-aside funds, and from interest payments and loan balance payoffs made by loan recipients on existing loans. The services offered by this program have included housing rehabilitation/reconstruction loans, housing equity maintenance grants, relocation grants and exterior lead-based paint abatement grants.

Under the program, income-qualified homeowners, specifically within the Homeacres area of unincorporated Vallejo, may apply for low-interest loans to rehabilitate their homes for the purposes of abating health and safety deficiencies and bring the structure up to current building code standards. Fund 120 represents approximately \$742,653 in existing loans to income-qualified homeowners and approximately \$1.2 million in funds are available for loans. Recent promotional activity of available homeowner assistance programs did not generate interested homeowners who qualified under the program guidelines. The Department will continue working with the Homeacres community to avail homeowners of this and other assistance programs.

See related Budget Unit 9129 – Fund 120 Contingencies (refer to Contingencies section in the Budget), which reflects funds available for qualified low-interest loans to income-qualified homeowners.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	9,664	10,000	10,000	0	0.0%
Charges For Services	875	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>10,539</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	612	912	612	(300)	(32.9%)
Other Charges	0	163	309	146	89.6%
<b>TOTAL APPROPRIATIONS</b>	<b>612</b>	<b>1,075</b>	<b>921</b>	<b>(154)</b>	<b>(14.3%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(9,927)</b>	<b>(8,925)</b>	<b>(9,079)</b>	<b>(154)</b>	<b>1.7%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The only anticipated revenue is from Interest earnings and/or loan payoffs, which fluctuates from year to year.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget was established to encompass programs funded directly from the U.S. Department of Housing and Urban Development (HUD), and where other public agencies are tasked with the administration of programs through contracts or agreements. For these programs, funds are passed through the County to the administration agencies. Each Division within the budget unit maintains its own dedicated fund balance. The principal budgetary activities are:

1517 Housing Authority

The Solano County Housing Authority (SCHA), under an agreement with the U.S. Department of Housing and Urban Development (HUD), provides housing assistance through the Section 8 Housing Assistance Program for the unincorporated areas of Solano County and the cities of Dixon and Rio Vista. Since the program began in 1978, the SCHA has contracted for the day-to-day administration and financial management of the Section 8 Housing Assistance Program and the Family Self-Sufficiency Program. In July 2002, the County of Solano Housing Authority entered into a contractual agreement with the City of Vacaville Housing Authority (VHA) to take over the administration and financial management of the Section 8 Housing Assistance Program and the Family Self-Sufficiency Program.

The Board of Supervisors serves as the SCHA Board. The Department of Resource Management, as staff to the SCHA, is responsible for the administration of the contracts with HUD and the contractual agreements for the housing program administration with the City of Vacaville.

1518 Neighborhood Stabilization Program 3

The Neighborhood Stabilization Program 3 (NSP3) is a grant program in which grant funds are provided to Solano County to address the rehabilitation and sale of foreclosed and abandoned homes in target neighborhoods within the County. Specifically, the funds are directed to the Homeacres community of unincorporated Vallejo and to a designated community within the City of Fairfield. The Board has approved a Subrecipient Agreement with the City of Fairfield to administer the program on behalf of the County. This program had a total budget of \$1,622,757 to utilize in the two targeted neighborhoods, during the life of the program.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decreases of \$845,379 or 26.9% in revenues and appropriations, which reflect a reduction of \$845,379 when compared to FY2013/14 Adopted Budget due to the closing out of the NSP3 grant in FY2013/14. The Housing Authority budget tracks the pass-through of the \$2.3 million for Section 8 housing programs for the unincorporated areas of Solano County and the cities of Rio Vista and Dixon.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev Federal	2,502,371	3,145,379	2,300,000	(845,379)	(26.9%)
<b>TOTAL REVENUES</b>	<b>2,502,371</b>	<b>3,145,379</b>	<b>2,300,000</b>	<b>(845,379)</b>	<b>(26.9%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	2,502,371	3,145,379	2,300,000	(845,379)	(26.9%)
<b>TOTAL APPROPRIATIONS</b>	<b>2,502,371</b>	<b>3,145,379</b>	<b>2,300,000</b>	<b>(845,379)</b>	<b>(26.9%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

The Housing Authority is staffed by the City of Vacaville Housing Authority, and the NSP3 program is staffed by the City of Fairfield, both through approved agreements. General program oversight is conducted by Department of Resource Management staff.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**FUNCTION AND RESPONSIBILITIES**

This budget serves as a conduit for a \$400,000 Community Development Block Grant from the California Department of Housing and Community Development to continue a grant-funded program to offer technical assistance to microenterprise businesses and an associated revolving loan fund. The program is administered with assistance of a sub-recipient agreement with the Solano College Small Business Development Center. The grant expires September 30, 2017.

Under the Microenterprise Technical Assistance Program microenterprise businesses, existing and potential, can receive training and counseling to grow their business. By definition, microenterprise means the business consists of 5 or fewer people. Technical assistance services are available to microenterprise businesses located in the unincorporated area of the county and the non-entitled communities of Benicia, Dixon, Rio Vista and Suisun City. The Microenterprise Loan Program provides businesses located in the unincorporated area of Solano County (and non-entitlement cities) with working capital to enhance the viability of their business. The program targets businesses that are either owned by or employ residents who earn 80% or less of the median family income in Solano County.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- New program guidelines were adopted in May 2013.
- The administration of this program was transferred in FY2013/14 from the County Administrator's Office to the Department of Resource Management to consolidate the administration of CDBG programs into one department.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decreases of \$22,601 or 7.5% in revenues and appropriations when compared to the FY2013/14 Adopted Budget and reflects the anticipated program activity to deliver technical assistance and loan assistance to microenterprise businesses.

See related Budget Unit 9315 – Fund 110 Contingencies (refer to Contingencies section of the Budget).

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	695	255	250	(5)	(2.0%)
Intergovernmental Rev State	(1,865)	300,000	277,404	(22,596)	(7.5%)
<b>TOTAL REVENUES</b>	<b>(1,170)</b>	<b>300,255</b>	<b>277,654</b>	<b>(22,601)</b>	<b>(7.5%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	122	172,434	160,906	(11,528)	(6.7%)
Other Charges	0	127,821	116,748	(11,073)	(8.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>122</b>	<b>300,255</b>	<b>277,654</b>	<b>(22,601)</b>	<b>(7.5%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,291</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 2950 – Fund 012-Fish/Wildlife Propagation Program**  
**Bill Emlen, Director of Resource Management**  
**Other Protection**

**FUNCTION AND RESPONSIBILITIES**

The program is responsible for distributing fine monies collected within the county from violation of Fish and Game laws and mitigation funds from the 2005 Kinder Morgan Settlement Agreement. Fish and Game fine revenues are distributed as grants to local applicant organizations and agencies for the improvement of wildlife habitat and propagation, environmental education and wildlife rescue. Grant awards are distributed via the Fish and Wildlife Propagation Fund (FWPF) Grant Program and Suisun Marsh Specific Fund (SMSF) Grant Program, which are administered by the General Services Department, 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 for approval.

The 2005 Kinder Morgan mitigation funds are distributed each fiscal year in accordance to the grant cycle schedule adopted in the Kinder Morgan Guidelines (approved by the Board of Supervisors on March 2, 2010).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget for this program is adjusted annually depending upon the anticipated amount of grant funding to be distributed. In FY2012/13 the County completed the disbursement of grant awards from funds derived from the Kinder Morgan Settlement Agreement.

The Recommended Budget reflects a decrease of \$1,579 or 35.2% in revenues and a decrease of \$5,167 or 22.9% in appropriations when compared to the FY2013/14 Adopted Budget. The decrease in revenues is primarily due to a decrease interest income. The decrease in appropriations is due to a smaller number of grant applications and contracts being processed which is the result of the County completing the disbursement of grant awards in FY2012/13 from funds derived from the Kinder Morgan Settlement Agreement. The FY2014/15 appropriations include \$15,000 in FWPF grant disbursements derived from Fish and Game fines and fund interest, and administrative costs for the grant program.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	1,358	800	800	0	0.0%
Revenue From Use of Money/Prop	2,928	2,000	300	(1,700)	(85.0%)
Charges For Services	15,799	1,680	1,801	121	7.2%
<b>TOTAL REVENUES</b>	<b>20,085</b>	<b>4,480</b>	<b>2,901</b>	<b>(1,579)</b>	<b>(35.2%)</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	1,095	1,300	750	(550)	(42.3%)
Other Charges	192,780	21,227	16,610	(4,617)	(21.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>193,875</b>	<b>22,527</b>	<b>17,360</b>	<b>(5,167)</b>	<b>(22.9%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>173,789</b>	<b>18,047</b>	<b>14,459</b>	<b>(3,588)</b>	<b>(19.9%)</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.

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## **DEPARTMENTAL PURPOSE**

The Parks and Recreation Division is responsible for providing park services to the public at Solano County's four parks: Sandy Beach County Park, Lake Solano County Park, Belden's Landing Water Access Facility and Lynch Canyon Open Space Park.

## **FUNCTION AND RESPONSIBILITIES**

The functions of the Parks and Recreation Division (Division) include ensuring customer service and safety for its park patrons, park revenue fee collection, and park maintenance and repairs. The Division is responsible for operations and maintenance of three campgrounds, two picnic areas, one sand beach, two motorized boat launches and one small craft boat launch, two fishing piers, and the Lake Solano Nature Center. Additional responsibilities include ongoing care and maintenance of over 200 acres of turf, landscaping, paved roads and parking lots, restroom and shower buildings, a fishing pond, water wells, sewage systems, exhibits, and other park facilities.

The Division, with the assistance of a contracted volunteer/outreach coordinator, administers a Park Volunteer program that provides camp hosts, tour docents and volunteer labor for trail and environmental restoration projects.

## **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

### Accomplishments

- Park Volunteer program provided 21 public guided tours during FY2013/14 at Lake Solano Park and Lynch Canyon Open Space Park as a result of the coordination efforts of two contracted volunteer coordinators. Volunteers also participated in 12 trail and planting workdays at these parks, and acted as volunteer Camp Hosts at the Sandy Beach and Lake Solano campgrounds. The parks continue to utilize and develop new volunteers to maintain and build programs to attract visitors.
- Completed approximately \$141,000 in park improvement, maintenance and replacement projects in FY2013/14, to improve safety and increase park services for visitors. This included installing exhibits and security cameras at the Lake Solano Nature Center, purchasing water safety equipment for boat launches, installing group barbecues and an automatic pay station at Lake Solano Park, renovating the sewer lift station and irrigation system at Sandy Beach Park, installing landscaping mulch at Belden's Landing, as well as annual pruning and similar maintenance projects.
- Completed a County Parks branding project, which included developing a new logo and brochure.
- Began offering a third day of operations at Lynch Canyon Open Space Park on Mondays, so that the park is now open year-round on Saturdays through Mondays.

## **WORKLOAD INDICATORS**

- During the period of July 1, 2012 – June 30, 2013 (FY2012/13), an estimated 181,090 visitors were served at the County Parks, which is a slight increase from the 180,495 visitors from the prior year (FY2011/12). The Division also is experiencing an increasing trend in fee-based revenues from park visitors, including an increase from \$443,832 to \$496,866 between FY2011/12 and FY2012/13, an increase of \$53,034 or 12% higher revenues.
- During the period of July 1, 2013 – June 30, 2014, managed 36 grant contracts worth \$509,000 that were awarded to local organizations and private landowners to improve fish, wildlife and marsh habitats in Solano County.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall decrease of \$413 or 0.0% in revenues and an increase of \$19,464 or 1.4% in appropriations when compared to the FY2013/14 Adopted Budget. The General Fund contribution in FY2014/15 is increased by \$43,434 or 35.4% from \$122,778 in FY2013/14 to \$162,212.

The primary funding sources for Parks are:

- Tax revenues, including property taxes and ABX1-26 pass-through revenues, of \$508,688, which show a net increase of \$33,193. This includes a net increase of \$30,374 in property tax revenues, and a net increase of \$2,819 in ABX1-26 revenues (formerly redevelopment pass-through revenues). Park-generated service fees of \$456,440 reflect an increase of \$18,500 from the previous fiscal year. These revenues are derived from recreation service fees (parking fees, launch fees, campground rentals, and day use area fees), plus event rentals, boat/RV storage fees and canoe rentals. This represents a

4.22% increase in anticipated revenue based on prior year actual revenues received.

- General Fund contribution of \$166,212, which is an increase of \$43,434 or 35.38% which is attributed to increased operational costs due to an expansion of hours of operation.
- Grant funds of \$54,530 from the California Department of Parks and Recreation are rebudgeted from FY2013/14 to complete ongoing projects for the Lake Solano Nature Center, including new exhibits, furnishings, and landscape and trail improvements adjacent to the Center.
- Grant funds of \$93,487 from the National Fish and Wildlife Foundation are rebudgeted from FY2013/14 to complete fishing and boating improvements at the Belden's Landing boat launch and fishing pier.
- Grant funds of \$60,000 from the California Division of Boating and Waterways are rebudgeted from FY2013/14 to complete the installation of a fish cleaning station and accessibility improvements at Sandy Beach Park.

The primary costs for Parks are:

- Salary and benefits of \$689,325 which primarily reflects a net increase of \$74,584 due to the addition of Park Ranger Assistant position. The addition of this position will allow the Division to extend hours at Lake Solano County Park during peak boating season, as well as extend operating days at Lynch Canyon Open Space Park from three days to four days.
- Services and Supplies of \$577,580 which represents a decrease of \$27,842 or 4.6% and is the net effect of the following:
  - Household expenses of \$59,546 represent a decrease of \$4,310 from prior year, based on actual expenses. Household expenses account for many of the essential daily operational expenses at the parks, such as garbage service, septic tank pumping, pest control services, as well as janitorial supplies, cleaning/disinfecting materials, trash bags, and toilet paper.
  - Utility expenses of \$66,504 and \$21,000 are for gas/electricity and water, respectively, which is a total increase of \$2,004 in utilities, based on actual costs in prior year.
  - Maintenance (grounds/facilities) charges of \$225,017, which include \$17,000 for ongoing grounds maintenance, improvements for public safety, and repair of deteriorated facilities, as well as \$208,017 in grant-funded expenditures to complete park improvements begun in the prior year, which include: interpretive panels, exhibit design, and other improvements at the Lake Solano Nature Center; fishing and boating improvements at Belden's Landing boat launch; and a fish-cleaning station at Sandy Beach Park.
  - Advertising/Marketing expenses of \$18,000 for promotional and public outreach efforts, \$12,000 to continue contracted services for volunteer coordinator services at Lynch Canyon Park, and \$12,000 for a volunteer coordinator at Lake Solano Park, which will maintain the popular series of public park hikes, special events and volunteer work events.
- Appropriations of \$46,520 for inter-fund service costs and \$12,000 for fleet and fuel mileage costs in support of Sheriff's Office patrol service at the parks.

**DEPARTMENT COMMENTS**

The Parks Recommended Budget continues the Division's current initiatives to: maintain quality park facilities using grant funding and regular maintenance to prevent deterioration, establish correct staffing levels to meet public demands for park operating hours and a 365-day per year schedule, and expand public outreach and promotional efforts to improve revenues. The requested salary and benefit expenses will allow for a flexible staffing model that can meet seasonal park demands and provide convenient and consistent park hours to best serve the public. The addition of a Park Ranger Assistant will allow for extended park hours at Lake Solano County Park, an additional operating day at Lynch Canyon Open Space Park and will also allow better staffing coverage and flexibility to respond to vacation and medical leaves for staff at a cost of \$74,584. This cost is partially offset by projected increases in revenues from additional operational hours and partially funded by increased General Fund contribution approved by the Board in February 2014.

**7000 – Fund 016-Parks & Recreation**  
**Bill Emlen, Director of Resource Management**  
**Recreation Facility**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Taxes	564,372	475,495	508,688	33,193	7.0%
Fines, Forfeitures, & Penalty	1,721	0	0	0	0.0%
Revenue From Use of Money/Prop	15,571	11,800	12,300	500	4.2%
Intergovernmental Rev State	8,793	71,232	67,516	(3,716)	(5.2%)
Intergovernmental Rev Federal	5,979	168,357	148,017	(20,340)	(12.1%)
Charges For Services	605,431	570,999	517,515	(53,484)	(9.4%)
Misc Revenue	20,595	5,675	5,675	0	0.0%
General Fund Contribution	125,951	122,778	166,212	43,434	35.4%
<b>TOTAL REVENUES</b>	<b>1,348,413</b>	<b>1,426,336</b>	<b>1,425,923</b>	<b>(413)</b>	<b>(0.0%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	714,267	614,741	689,325	74,584	12.1%
Services and Supplies	439,326	605,422	577,580	(27,842)	(4.6%)
Other Charges	132,526	126,515	135,724	9,209	7.3%
F/A Equipment	15,130	40,000	0	(40,000)	(100.0%)
Other Financing Uses	21,650	19,781	23,294	3,513	17.8%
<b>TOTAL APPROPRIATIONS</b>	<b>1,322,899</b>	<b>1,406,459</b>	<b>1,425,923</b>	<b>19,464</b>	<b>1.4%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(25,514)</b>	<b>(19,877)</b>	<b>0</b>	<b>19,877</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Changes in position allocation from the FY2013/14 Adopted Budget are provided below:

In February 2014, as part of the Midyear Financial Report, the Board of Supervisors approved the conversion of 1.60 FTE Park Ranger Assistants (Limited Term) to 2.0 FTE Regular.

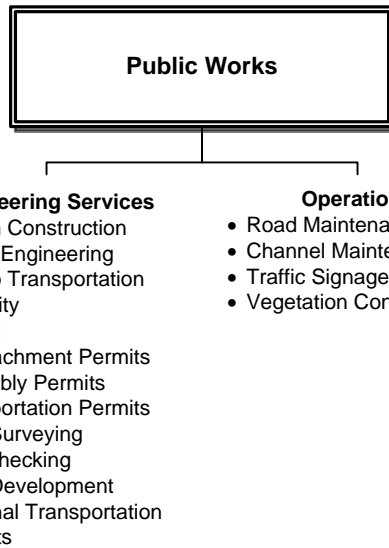
The following new position is recommended for FY2014/15:

- 1.0 FTE Park Ranger Assistant

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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





**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 travelling public.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	24,877,181
FY2014/15 Recommended:	31,155,162
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	64

**FUNCTION AND RESPONSIBILITIES**

The Public Works Division of the Department of Resource Management consists of two organizational units – 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

Public Works Operations' primary responsibilities are to:

- Maintain 579 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 42 large drainage culverts, including the bridge/culvert structures, the roadway surfaces and the associated drainage channels within the road rights-of-way.
- Perform maintenance work on road, airport, parking lot, and drainage facilities for County departments and other agencies on a reimbursable basis.
- Maintain 45 miles of drainage channels under contract with the Solano County Water Agency.

Public Works Engineering

Public Works Engineering's primary responsibilities are to:

- Design and construct County roads and bridges, including major road and bridge rehabilitation and reconstruction projects.

- 
- Participate in regional transportation planning and the development of regional transportation projects as a member agency of the Solano Transportation Authority (STA).
  - Provide traffic engineering services, including traffic orders and signage.
  - Issue various permits, including transportation, encroachment, grading and assembly permits.
  - Provide engineering, surveying and construction work on road, airport, parking lot, and drainage facilities for County departments and other agencies on a reimbursable basis.
  - Contract with local public agencies to maintain Solano County's three traffic signals.
  - Contract with PG&E and local contractors to maintain Solano County's 552 existing street lights and install additional lights as needed. Costs are reimbursed from the Consolidated County Service Area budget.
  - Administer the County's storm water pollution prevention program.

#### Road State Match Program

Road State Match Program tracks approximately \$100,000 revenues received annually from the State, such as State matching funds. These State funds can be used to provide matching funds on Federally funded projects.

#### Federal Roads & Bridge Projects

The Federal Road and Bridge Projects Program tracks all the expenditures related to federally funded projects as well as federal reimbursements. Public Works Engineering uses the federal funds to pay for the replacement and rehabilitation of deficient bridges, the paving of federally eligible roads and the construction of road improvement projects. The funds come from a variety of federal programs, and reimburse the County for project costs at a rate ranging from 80 to 100 percent, depending on the specific program.

#### Administrative Support

Administration supports the Division by handling incoming phone calls and inquiries; maintaining and assisting with accounting, recordkeeping, inventories, fees, imaging processing and retention schedules; and data processing information system operations.

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Projected future decline in transportation funding will present a challenge to Solano County's ability to preserve and maintain its system of County roads.
- Awarded \$3 million in federal safety grants to improve Cordelia Road, Dixon Avenue West, Hartley Road, Lake Herman Road, Putah Creek Road, Rockville Road, and replace aged guardrails.
- Began construction on the Winters Road Bridge Replacement Project, which will take approximately 3 years to complete.
- Completed construction of the Suisun Valley Road Bridge Replacement Project, which demolished the old bridge, constructed the new bridge, improved the drainage, and rip-rapped the channel.
- Completed construction on the STP Overlay Project 2013 and Surface Rehabilitation Project 2013, which provided new surfacing to roads and new striping.

### **WORKLOAD INDICATORS**

- Overlaid 4 miles of County roads at 3 locations with asphalt concrete to extend the life of the paved surfaces.
- Chip-sealed (oiled fine gravel) 40 miles of County roads at 42 locations to extend the life of the paved surfaces.
- Continued engineering work on three different bridges at various stages of project development.

**Functional Area Summary**

**3010 – Fund 101-Public Works  
Bill Emlen, Director of Resource Management  
Public Ways**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
ROADS STATE MATCH PROGRAM	100,000	100,000	100,000	-	0.0%
FEDERAL ROADS & BRIDGE PROJECTS	6,046,682	10,573,000	13,895,900	3,322,900	31.4%
ENGINEERING SERVICES	1,375,019	1,311,634	775,712	(535,922)	(40.9%)
OPERATION ROAD SERVICES	1,871,253	826,500	586,000	(240,500)	(29.1%)
ADMINISTRATIVE SERVICES	9,483,584	9,997,600	10,957,747	960,147	9.6%
<b>TOTAL REVENUES</b>	<b>18,876,538</b>	<b>22,808,734</b>	<b>26,315,359</b>	<b>3,506,625</b>	<b>15.4%</b>
<b>APPROPRIATIONS</b>					
FEDERAL ROADS & BRIDGE PROJECTS	6,537,426	11,085,900	14,980,700	3,894,800	35.1%
ENGINEERING SERVICES	2,513,352	3,478,709	6,453,878	2,975,169	85.5%
OPERATION ROAD SERVICES	6,598,015	7,594,654	7,632,897	38,243	0.5%
ADMINISTRATIVE SERVICES	1,920,297	2,133,101	2,087,687	(45,414)	(2.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>17,569,090</b>	<b>24,292,364</b>	<b>31,155,162</b>	<b>6,862,798</b>	<b>28.3%</b>
<b>CHANGE IN FUND BALANCE</b>					
ROADS STATE MATCH PROGRAM	(100,000)	(100,000)	(100,000)	-	0.0%
FEDERAL ROADS & BRIDGE PROJECTS	490,744	512,900	1,084,800	571,900	111.5%
ENGINEERING SERVICES	1,138,333	2,167,075	5,678,166	3,511,091	162.0%
OPERATION ROAD SERVICES	4,726,762	6,768,154	7,046,897	278,743	4.1%
ADMINISTRATIVE SERVICES	(7,563,287)	(7,864,499)	(8,870,060)	(1,005,561)	12.8%
<b>NET CHANGE</b>	<b>(1,307,448)</b>	<b>1,483,630</b>	<b>4,839,803</b>	<b>3,356,173</b>	<b>226.2%</b>
<b>STAFFING</b>					
ROADS STATE MATCH PROGRAM	0.0	0.0	0.0	0.0	0.0 %
FEDERAL ROADS & BRIDGE PROJECTS	0.0	0.0	0.0	0.0	0.0 %
ENGINEERING SERVICES	16.0	16.0	17.0	1.0	6.3 %
OPERATION ROAD SERVICES	40.0	40.0	42.0	2.0	5.0 %
ADMINISTRATIVE SERVICES	5.0	5.0	5.0	0.0	0.0 %
<b>TOTAL STAFFING</b>	<b>61.0</b>	<b>61.0</b>	<b>64.0</b>	<b>3.0</b>	<b>4.9 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall increase of \$3,506,625 or 15.4% in revenues, largely as a result of a \$2,611,900 increase in federal funding for bridge improvements and an increase of \$822,637 in the Highway Users Tax Assessment allocation, and an increase of \$6,862,798 or 28.3% in appropriations due to an increase in construction projects and an increase of \$2,730,000 in land purchases for permanent right of way for the Cordelia Hill Sky Valley project. The gap between projected revenues and appropriations in FY2014/15 will be funded by anticipated FY2013/14 Fund Balance and the Road Fund Reserve.

The primary funding source for Public Works is the Highway Users Tax Assessment (HUTA), commonly referred to as the gas tax. There are two components of the HUTA, often referred to as old HUTA and new HUTA.

Old HUTA consists of Solano County's portion of 18 cents per gallon gas tax which was established in 1995. There has been no adjustment for inflation since then, so the buying power of the funding has decreased substantially with time.

New HUTA represents Solano County's portion of a 17.3 cent per gallon gas tax established in 2010, which includes an inflation index. This funding was originally approved through Proposition 42 in 2002 as a sales tax on gasoline, later under the 2010 Transportation Tax Swap, whereby the State eliminated the sales tax on gasoline and replaced it with an equivalent amount of new gasoline excise tax which is adjusted annually to reflect what the sales tax would have otherwise generated in a given year. Legislation passed as part of the State budget process confirmed the validity of the tax swap, thereby securing the new HUTA funding for Solano County.

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Public Works anticipates receiving a total of \$9.8 million of HUTA funding in FY2014/15. Public Works also receives substantial federal funding on a project specific reimbursement basis. In FY2014/15, \$13.1 million in federal funding is anticipated.

Non-federal public works contracts included in the FY2014/15 Recommended Budget are:

- \$150,000 for design services for the Rule 20A Utility Undergrounding Project;
- \$1,000,000 for Culvert Repair Project 2015;
- \$2,018,000 for Paving Project 2014 (9 miles of Road);
- \$237,000 for Terminal Blend Chip Seal Project.

The cost of fixed assets reflects a net increase of \$6,379,500 primarily due to the following:

- \$2,525,000 increase in Land acquisition costs for right of way work on the Cordelia Hills Sky Valley project;
- \$3,658,000 increase in Construction in Progress primarily due to the addition of several paving projects and several new federal and non-federal projects included in the FY2014/15 Public Works Capital Improvement Plan;
- \$760,000 in Equipment purchases is included in the FY2014/15 Recommended Budget to replace a Stencil Truck (\$100,000), four Asphalt Emulsion Pots (\$70,000), one Bitumius Applicator (\$30,000), and five Dump Trucks (\$560,000).

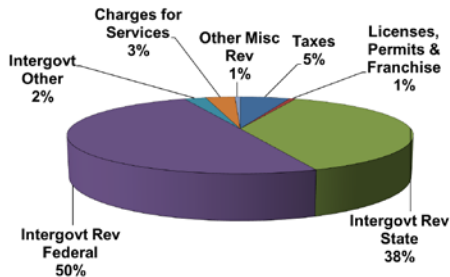
Federal road improvement contracts included in the FY2014/15 budget are:

- \$1,030,000 for design and environmental work on eight projects, including \$250,000 for the Stevenson Road Bridge, \$200,000 for Pleasants Valley Road Bridge, \$180,000 for the Farm to Market project, and \$300,000 for Travis AFB Access Improvements – South Gate;
- \$2,775,000 for right of way acquisition work that includes \$2,525,000 for the Cordelia Hills Sky Valley project and \$250,000 for Stevenson Road Bridge.
- \$10,842,000 for the construction of ten projects, including five major projects: \$2,050,000 for the Travis AFB Access Improvements–South Gate, \$1,910,000 for the Vacaville-Dixon Bike Route Phase-5 (Hawkins road) project, \$943,000 for the Midway-Sievers Road HR3 project, \$4,700,000 for the Winters Road Bridge project and \$889,000 for STP Overlay project 2014. Also included are \$200,000 for HSIP Guardrail project and \$100,000 for Cordelia Hills Sky Valley project.

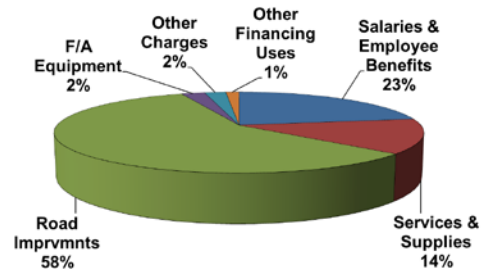
#### **DEPARTMENT COMMENTS**

Public Works design and construction activity is expected to remain heavy through FY2014/15 with significant increases to both local and federal funded projects. To accommodate this workload Public Works added 2.0 FTE Maintenance Worker in FY2013/14. In addition, Public Works is recommending the addition of 1.0 FTE Civil Engineer. The maintenance needs of some of the County's culvert inventory, as well as some non-federal roads (not eligible for federal funds); will require Road Fund expenditures to bring them up to current maintenance standards. These expenditures will reduce the long-term costs of maintenance on these structures and roads. In general, the condition of the County's roads is improving due to the Department's established maintenance program resulting in a reduction of the projected maintenance backlog.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Taxes	980,718	1,497,750	1,440,000	(57,750)	(3.9%)
Licenses, Permits & Franchise	239,696	192,500	179,300	(13,200)	(6.9%)
Revenue From Use of Money/Prop	109,710	109,000	96,000	(13,000)	(11.9%)
Intergovernmental Rev State	8,657,839	9,108,604	9,932,041	823,437	9.0%
Intergovernmental Rev Federal	6,483,297	10,526,000	13,137,900	2,611,900	24.8%
Intergovernmental Rev Other	115,212	47,000	628,000	581,000	1236.2%
Charges For Services	2,190,379	1,277,265	850,218	(427,047)	(33.4%)
Misc Revenue	1,087	615	1,900	1,285	208.9%
Other Financing Sources	98,600	50,000	50,000	0	0.0%
<b>TOTAL REVENUES</b>	<b>18,876,538</b>	<b>22,808,734</b>	<b>26,315,359</b>	<b>3,506,625</b>	<b>15.4%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	6,037,208	6,410,724	6,995,723	584,999	9.1%
Services and Supplies	3,249,188	4,354,939	4,299,771	(55,168)	(1.3%)
Other Charges	640,035	752,539	692,036	(60,503)	(8.0%)
F/A Land	62,524	105,000	2,835,000	2,730,000	2600.0%
F/A Bldgs and Imprmts	6,323,628	11,489,000	15,147,000	3,658,000	31.8%
F/A Equipment	852,489	769,500	761,000	(8,500)	(1.1%)
Other Financing Uses	404,019	410,662	424,632	13,970	3.4%
<b>TOTAL APPROPRIATIONS</b>	<b>17,569,090</b>	<b>24,292,364</b>	<b>31,155,162</b>	<b>6,862,798</b>	<b>28.3%</b>
<b>NET CHANGE</b>	<b>(1,307,448)</b>	<b>1,483,630</b>	<b>4,839,803</b>	<b>3,356,173</b>	<b>226.2%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

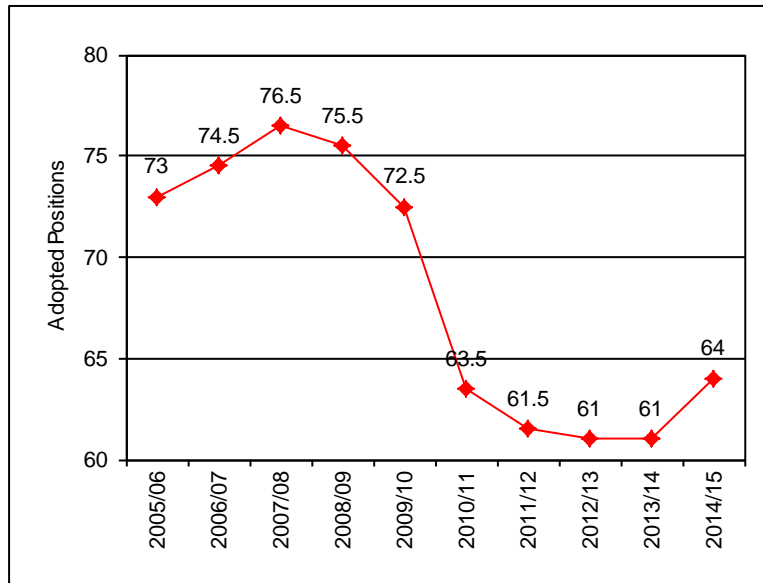
Significant increases in revenues and expenditures are largely due to five major federally funded projects in FY2013/14: STP Overlay 2014, Travis AFB Access Improvements – South Gate, Midway-Sievers Road HR3 project, Vacaville-Dixon Bike Route Phase-5 and Winters Road Bridge.

**SUMMARY OF POSITION CHANGES**

One February 11, 2014 the Board approved the addition of 2.0 FTE Public Works Maintenance Workers.

In FY2014/15, Public Works is recommending the addition of 1.0 FTE Civil Engineer to accommodate increased project activity needs in design and construction.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The key issue facing Public Works is the continuing federal underfunding of transportation. This is a long-term trend that has been masked in the last 5 years by the use of one-time sources of funding, such as Proposition 1B and federal stimulus funds. The number of local roads in California that are in failed condition is expected to nearly quadruple by 2020, from six percent to 22 percent. This means that nearly a quarter of all local roads in California will have failed within ten years unless additional sources of transportation funding are developed. Solano County's roads will be similarly impacted.

**Summary of Other Administered Budgets**

**3010 – Fund 101-Public Works**  
**Bill Emlen, Director of Resource Management**  
**Public Ways**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
3020 PUBLIC WORKS IMPROVEMENT	51,594	31,400	46,100	14,700	46.8%
3030 REGIONAL TRANSPORTATION PROJ	-	34,000	39,078	5,078	14.9%
<b>APPROPRIATIONS</b>					
3020 PUBLIC WORKS IMPROVEMENT	1,000	1,000	1,000	-	0.0%
3030 REGIONAL TRANSPORTATION PROJ	39,950	34,000	39,078	5,078	14.9%
<b>NET CHANGE</b>					
3020 PUBLIC WORKS IMPROVEMENT	50,594	30,400	45,100	14,700	48.4%
3030 REGIONAL TRANSPORTATION PROJ	(39,950)	-	-	-	0.0%

A summary of the budgets administered by the Public Works Department is provided on the following pages.

**FUNCTION AND RESPONSIBILITIES**

This Budget tracks funds for regional transportation projects. Regional transportation projects typically consist of local roads that provide major points of access to the State highway system, or provide regional connections between communities and key transportation facilities. The Public Works Engineering Division of the Department of Resource Management typically represents the County in the planning and implementation of such projects, many of which are coordinated with the Solano Transportation Authority (STA).

In FY2006/07 the Board of Supervisors approved a loan up to \$3 million from the General Fund to support regional transportation projects, with the goal of repaying the loan with future transportation impact fees.

The current loan outstanding as of June 30, 2014 is \$0.9 million. On December 3, 2013 the Board adopted a resolution as part of the County Public Facilities Fee (PFF) Update which included a transportation fee component. This fee was established as a means to address the impact of growth on the county regional road system. The transportation fee has two parts: The first part, Part A, of the fee is designed to generate fair-share funding from new development to recover County debt service obligations on the Vanden Road segment of the Jepson Parkway and Suisun Parkway in the unincorporated area. The second part, Part B, is the Regional Transportation Impact Fee (RTIF), which was included at the request of the Solano Transportation Authority (STA), in consultation with the STA’s RTIF Policy Committee, composed of the seven City Managers, the Mayors, County Administrator, and one County Supervisor. The County will receive approximately five (5) percent of all RTIF fee revenue for county road projects.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$5,078 or 14.9% in both revenues and appropriations when compared to the FY2013/14 Adopted Budget. For FY2014/15, a recommended appropriation of \$5,000 will be used for the local match for the Redwood Parkway Fairgrounds project and \$34,078 is appropriated for interest and principal on the General Fund Loan. Revenues represent long-term debt proceeds.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Other Financing Sources	0	34,000	39,078	5,078	14.9%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>34,000</b>	<b>39,078</b>	<b>5,078</b>	<b>14.9%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	11,525	4,000	5,000	1,000	25.0%
Other Charges	28,426	30,000	34,078	4,078	13.6%
<b>TOTAL APPROPRIATIONS</b>	<b>39,950</b>	<b>34,000</b>	<b>39,078</b>	<b>5,078</b>	<b>14.9%</b>
<b>NET CHANGE</b>	<b>39,950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.



**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 and the Green Valley Zone of Benefit. The work is performed by the Public Works Division on a reimbursable basis.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget reflects an increase in revenues of \$14,700 or 46.8% and no changes to appropriations when compared to the FY2013/14 Adopted Budget. Revenues are projected to increase based on the continued increase in development activity in the English Hills area.

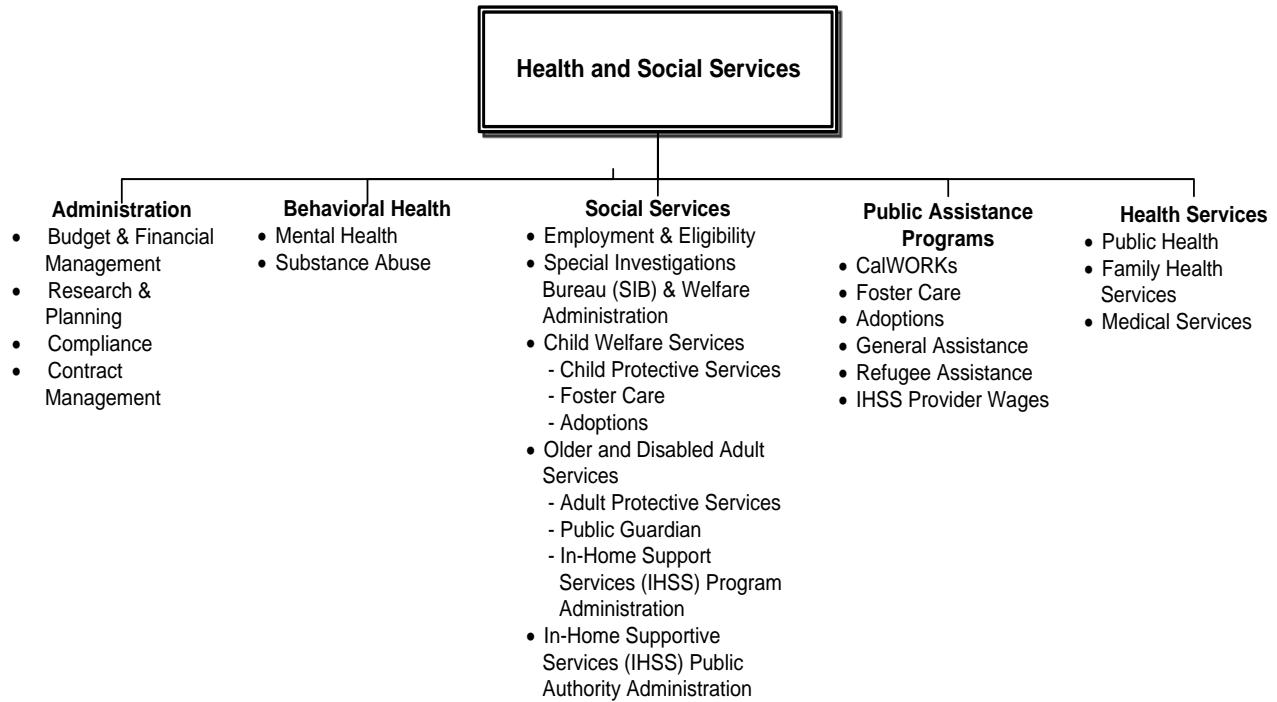
See related Budget Unit 9122 - Fund 278 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	1,280	1,400	1,100	(300)	(21.4%)
Misc Revenue	50,314	30,000	45,000	15,000	50.0%
<b>TOTAL REVENUES</b>	<b>51,594</b>	<b>31,400</b>	<b>46,100</b>	<b>14,700</b>	<b>46.8%</b>
<b>APPROPRIATIONS</b>					
Other Charges	1,000	1,000	1,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0.0%</b>
<b>NET CHANGE</b>	<b>(50,594)</b>	<b>(30,400)</b>	<b>(45,100)</b>	<b>(14,700)</b>	<b>48.4%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

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**DEPARTMENTAL PURPOSE**

The Department of Health and Social Services (H&SS) provides cost-effective services that promote self-reliance and safeguard the physical, emotional and social well-being of the people of Solano County. The Department administers health and social service programs that counties are required to provide under State law.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	256,957,910
FY2014/15 Recommended:	289,195,146
County General Fund Contribution:	20,296,041
Percent County General Fund Supported:	7.0%
Total Employees (FTEs):	1217.35

**FUNCTION AND RESPONSIBILITIES**

H&SS is functionally divided into five divisions: Administration, Social Services, Behavioral Health Services, Health Services and Assistance Programs.

Administration (BU 7501) provides day-to-day management and direction, research, planning and compliance activities, budget and fiscal management, contract management services and business services, including payroll, recruitment, and departmental training for customer services and special investigations.

Social Services (BU 7680) include Employment and Eligibility Services (E&ES), Welfare Administration (WA), Child Welfare Services (CWS) as well as Older and Disabled Adult Services (ODAS) with the Public Guardian’s Office and Public Authority.

- E&ES promotes self-sufficiency by assisting low-income families and individuals with obtaining employment, access to health care, food and cash assistance.
- WA includes Fiscal Issuance and the Special Investigations Bureau (SIB). SIB is responsible for the detection and investigation of alleged fraud in various public assistance programs as well as the computation and collection of welfare fraud debts and conducts administrative appeal hearings as requested by clients of applicable programs.

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- CWS intervenes on behalf of children who need protection from abuse and neglect. The ultimate goal of CWS is to preserve the family, whenever possible. The functions of CWS include programs to strengthen families, adoption assistance, foster home licensing, placement assessment, and independent living guidance so children may grow into healthy productive adults.
  - ODAS focuses on comprehensive, integrated assistance for older and disabled adults, including domestic and personal In-Home Supportive Services (IHSS), the investigation and prevention of elder abuse and neglect, and assistance accessing MediCal, food stamp and cash assistance programs. The Public Guardian's Office was consolidated with ODAS in 2011 and serves as the County's guardian/conservator. Appointed by the Courts for individuals who are unable to care for themselves and/or manage their own affairs, the Public Guardian also serves as the Public Administrator when the decedent has no next of kin. The Public Administrator directs the disposition of remains and decedents' estates, as needed.

Behavioral Health Services (BU 7780) includes Mental Health Services, Substance Abuse Services. The Division provides treatment, case management, rehabilitation and community support services to seriously emotionally disturbed children or mentally ill adults. The programs include emergency psychiatric services and involuntary hospitalizations. The Mental Health Services Act (Prop 63) provides funds for intensive case management for high-risk clients, and funds a variety of early intervention and prevention services, information technology projects, and supportive housing. The Substance Abuse program provides assessment and authorizations for treatment services which are provided by a number of community-based organizations, prevention, intervention, and recovery services to combat alcoholism and other drug addictions.

Health Services (BU 7880) includes Public Health, Family Health and the Medical Services Budget. The Public Health Division provides mandated community health services to promote a healthy environment for all County residents. The services include support to Emergency Medical Services (EMS), Public Health Laboratory testing, Public Health Nursing and home visiting, communicable disease surveillance, Maternal, Child and Adolescent Health programs. Family Health Services operates three primary care clinics and a pediatric clinic, three integrated care clinics, three dental clinics, dental services at WIC clinics, as well as mobile dental and mobile primary care services. The Medical Services budget provides funds for the County's medically indigent adult services through participation in the County Medical Services Program (CMSP).

The Assistance Program (BU 7900) budget includes Federal, State and County funding for all of the welfare cash assistance programs administered by H&SS. Programs include CalWORKs, Refugee Resettlement Program, Adoptions Assistance Program, Foster Care Placements, In-Home Support Services (IHSS) provider wages, General Assistance (GA), County Only Foster Care. H&SS also administers the CalFresh (Food Stamps) program; however, CalFresh benefits are issued directly to the recipient thus these costs are not included in the County budget.

**Functional Area Summary**

**7500 – Fund 902-H&SS-Department Summary**  
**Ann Edwards, Director of Health & Social Services**  
**Health**

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
ADMINISTRATION DIVISION	2,233,234	3,051,465	2,861,250	(190,215)	(6.2%)
BEHAVIORAL HEALTH DIVISION	69,272,244	62,801,067	60,777,572	(2,023,495)	(3.2%)
SOCIAL SERVICES DIVISION	73,148,427	85,302,164	89,499,330	4,197,166	4.9%
IHSS - PA ADMINISTRATION	989,729	697,834	1,236,643	538,809	77.2%
PUBLIC ASSISTANCE PROGRAMS	49,632,649	51,269,463	51,235,505	(33,958)	(0.1%)
HEALTH SERVICES DIVISION	44,892,332	60,636,500	57,448,973	(3,187,527)	(5.3%)
GENERAL FUND CONTRIBUTION	21,921,080	20,998,973	20,296,041	(702,932)	(3.3%)
<b>TOTAL REVENUES</b>	<b>262,089,694</b>	<b>284,757,466</b>	<b>283,355,314</b>	<b>(1,402,152)</b>	<b>(0.5%)</b>
<b>APPROPRIATIONS</b>					
ADMINISTRATION DIVISION	4,424,478	5,762,605	5,159,190	(603,415)	(10.5%)
SOCIAL SERVICES DEPARTMENT	78,664,186	90,470,721	93,870,642	3,399,921	3.8%
IN-HOME SUPPORTIVE SERVICES PA	995,225	697,834	1,236,643	538,809	77.2%
BEHAVIORAL HEALTH	62,143,165	65,621,232	69,597,734	3,976,502	6.1%
HEALTH SERVICES	46,434,692	62,168,206	59,328,027	(2,840,179)	(4.6%)
ASSISTANCE PROGRAMS	59,457,253	60,036,868	60,002,910	(33,958)	(0.1%)
<b>TOTAL APPROPRIATIONS</b>	<b>252,118,998</b>	<b>284,757,466</b>	<b>289,195,146</b>	<b>4,437,680</b>	<b>1.6%</b>
<b>TOTAL NET CHANGE</b>	<b>9,970,696</b>	<b>0</b>	<b>(5,839,832)</b>	<b>(5,839,832)</b>	<b>0.0%</b>
<b>STAFFING</b>					
ADMINISTRATION DIVISION	70.00	78.50	84.50	6.00	7.6%
BEHAVIORAL HEALTH DIVISION	163.00	165.50	180.00	14.50	8.8%
SOCIAL SERVICES DIVISION	560.65	605.75	640.15	34.40	5.7%
IHSS - PA ADMINISTRATION	3.75	5.00	5.00	0.00	0.0%
PUBLIC ASSISTANCE PROGRAMS	0.00	0.00	0.00	0.00	0.0%
HEALTH SERVICES DIVISION	291.55	318.90	307.70	(11.20)	(3.5%)
<b>TOTAL STAFFING</b>	<b>1,088.95</b>	<b>1,173.65</b>	<b>1,217.35</b>	<b>43.70</b>	<b>3.7%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,402,152 or 0.5% in revenues and an increase of \$4,437,680 or 1.6% in appropriations when compared to the FY2013/14 Adopted Budget. The net cost of \$5,839,832 will be funded by a reduction in the IGT Restricted Fund Balance, in fund 902.

The General Fund Contribution of \$20,296,041 decreased by \$702,932 due to a \$413,200 reduction in Administration, \$797,245 reduction in Social Services, offset by increases of \$160,165 in Behavioral Health and \$347,348 in Health Services.

Primary Funding Sources

The primary funding sources for H&SS are Federal and State Program revenues of approximately \$136 million (48% of total); 1991 State – Local Realignment - \$42.1 million, 2011 Public Safety Realignment - \$36.1 million; and in Charges for Services estimated at \$27.4 million. The County General Fund contribution of \$20,296,041 represents 7.1% of H&SS funding and includes the required maintenance of effort for several program areas.

Program Revenue

Program revenues are earned primarily by two methods: First through reimbursement for actual costs, 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 is fee for service revenue, as a result of billing various third party payers, primarily MediCal, on either a unit of service basis or a capitated 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, DoIT, and County Administrative Overhead (A-87) charges that are incorporated into the Department’s State/Federal claims for cost reimbursement, and are used in calculating H&SS rates paid by third parties. As a result, the majority of revenues received by

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H&SS include reimbursement for both the direct costs associated with the individual employee providing the specific service as well as Department administrative costs and direct charges from other County Departments providing support services to H&SS programs. In FY2014/15, direct charges from other County departments plus Countywide Administrative Overhead total \$15 million, of which 93% or approximately \$14.3 million, in Federal and State funds are used to offset the County General Fund costs for various County central service departments.

The majority of State General Fund allocations for human service programs have been included in 2011 Realignment; however, the County still receives State allocations for a few programs, which are matched 50% by Federal funds, which includes the administration of the CalFresh, MediCal, and CalWORKs programs. Since 2011, State sources of funding are fixed (either by allocation or a percentage of Realignment funds collected). Federal revenues are often matching funds for programs where the State shares; however, the federal portions is 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, along with costs for each position and overhead and other costs associated with each filled position; productivity; interim, estimated or approved reimbursement rates.

#### 1991 Realignment

1991 Realignment, a dedicated percentage of State sales tax and Vehicle License Fees (VLF), is the second major funding source for H&SS. The distribution of funds amongst counties is based upon formulas established in 1991. Funds are designated for specified human services programs, mostly Federal, which the State and the county have traditionally shared the “local” costs in order to draw down federal matching funds. In order to continue to receive the 1991 Realignment funds, the County is obligated to fund the State share of program costs, and/or has a fixed maintenance of effort amount. Regardless of actual 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 have substantially declined from \$41.7M in FY2008/09. However, since FY2011-12, these revenues have been slowly trending upward; the FY2014/15 includes \$42.1 million in 1991 Realignment funds, an increase of approximately \$2.4 million.

1991 Realignment funds are allocated to three main areas:

- Health Services – a portion of the Health Realignment funding (approximately \$6.8M) previously set aside for the County MediCal 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 In Home Supportive Services (IHSS) program. By statute, any growth in overall 1991 Realignment is first used to fund caseload growth for Social Services.
- Mental Health – funds are used to pay the 50% local share for services for adult MediCal 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, the funds allocated to this account have been shifted to pay for the County’s increased share of costs for the CalWORKs assistance programs (approximately \$11 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 funds, previously set aside for the County’s obligation to pay for indigent health care (W&I Code Section 17000) is now being redirected at the State level to fund Social Services programs including increases in CalWORKs grants. With the Affordable Care Act, the State anticipates that counties’ costs and responsibilities for healthcare services for the indigent population will decrease because a majority of this population will be eligible for MediCal. The enactment of AB85 effective January 1, 2014 provided the mechanism for redirecting the realignment funds.

AB85 also changed the growth distribution within the three main areas. Social Services still gets first call on growth (caseload) but will no longer receive general growth. Health Services will receive significantly less general growth from approximately 52% to 18.45% while Mental Health remains the same at approximately 40%.

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**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 \$36.1 million in 2011 Realignment funds for FY2014/15, which is an increase of approximately \$1.2 million; dedicated to Child Welfare Services, Foster Care, Mental Health, and Substance Abuse. The 2011 Realignment legislation completed the transfer of responsibility for financing human services programs from the State to the Counties. Previously under the 1991 Realignment, the 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.

Both realignment funds (1991 and 2011) are heavily dependent upon economic conditions. 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. Changes enacted as part of phase two and three of 2011 Realignment are still in the process of being implemented by the State, including the recent enactment of AB85 with the redistribution and priorities for funds. Uncertainties regarding specific funding levels and financing mechanisms are likely to continue for several years.

**County General Fund**

The FY2014/15 Recommended Budget includes a County General Fund contribution to H&SS in the amount of \$20,296,041, a decrease of \$702,932 to the FY2013/14 Adopted Budget. The reduction is comprised of the following:

- \$413,200 reduction in Administration is comprised of a \$288,225 transfer to First 5 over the administration of board-approved contributions to Family Resource Centers (FRCs) and \$124,975 transfer of other board-approved contributions under Operating Transfers-In.
- \$797,245 reduction in Social Services primarily due to funding of local match obligations with increases in 1991 and 2011 Realignment revenues.
- Increases of \$160,165 in Behavioral Health and \$347,348 in Health Services to fund non-claimable fixed costs within these programs (A-87, DoIT, department overhead).

The County General Fund support of \$11,528,636 is appropriated for programs within H&SS as follows:

- \$2,844,528 for required Maintenance of Effort for Public Health, California Children's Services, Mental Health, and CalWORKs Administration.
- \$809,548 for the required CMSP participation fee.
- \$252,336 in mandatory match payments for Federal/State programs for Child Welfare Services and CalWIN.
- \$2,081,221 for mandated adult psychiatric inpatient services
- \$2,745,715 to fund some programs at the minimum level necessary. These programs include Public Health Laboratory, Public Guardian, General Assistance Eligibility determination and administration. In most cases, these programs are supplemented by outside sources of funding, including competitive grants and charges for services.
- \$2,645,288 for principal payments related to debt service and other countywide administrative costs that are non-claimable.
- \$150,000 used as matching fund for non-county agencies (Second Chance Grant)

**Primary Operational Expenditures**

Primary costs included in the Health and Social Services Department (Fund 902) allocated by Division:

- Administration (BU 7501) \$5,159,190 in appropriations which recovers most costs through administrative overhead intrafund transfers;
- Social Services (BU 7680) \$93,870,642 in appropriations which includes Employment and Eligibility Services and CARES serving Children and Adults;

- IHSS Public Authority (BU 7690) \$1,236,643 in appropriations which is a function of Social Services;
- Behavioral Health (BU 7780) \$69,597,734 in appropriations which includes Mental Health and Substance Abuse;
- Health Services (BU 7880) \$59,328,027 in appropriations which includes Public Health and Family Health Services;
- Assistance Programs (BU 7900) \$60,002,910 in appropriations which includes California Work Opportunity and Responsibility to Kids (CalWORKs), Refugee Resettlement Program, Adoptions Assistance Program, Foster Care Assistance, IHSS Provider Program, and General Assistance (GA).

Other Administered Budgets not part of Fund 902 include a \$3,776,903 appropriation for the IHSS Public Authority Fund 152 – (BU 1520), an \$181,188 appropriation for Tobacco Prevention and Education (Fund 390 - BU 7690) and a transfer out of \$16,712,242 from the Mental Health Services Act (Fund 906 - BU 9600) to Behavioral Health Services (Fund 902 - BU 7780). Additional details on the program costs can be found in the H&SS Divisions and Other Administered Budget sections of the Recommended Budget for Health and Public Assistance.

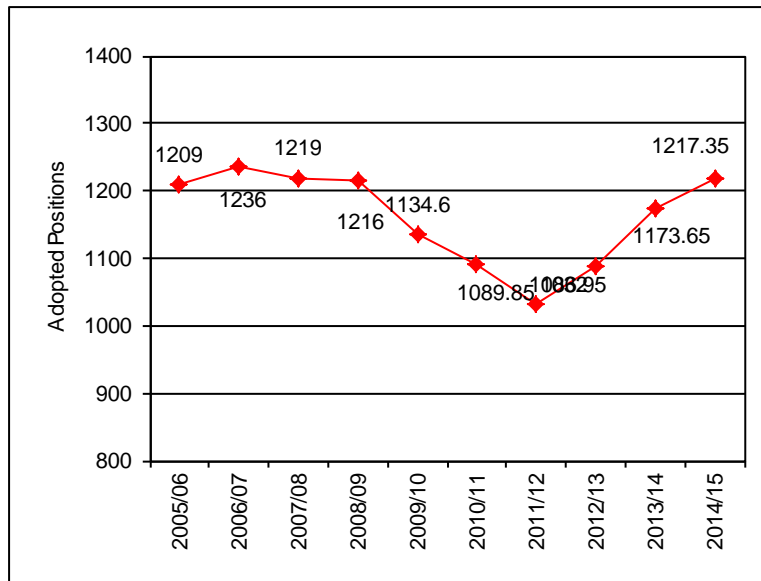
**DEPARTMENT COMMENTS**

None.

**SUMMARY OF POSITION CHANGES**

Details on position changes are described in each H&SS Division.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Details on Pending Issues and Policy Considerations are described in each H&SS Division.



**DEPARTMENTAL PURPOSE**

Health and Social Services' (H&SS) Administration Division provides direction and support functions needed for the Department to realize a high quality level of service for its clients.

**FUNCTION AND RESPONSIBILITIES**

The Administration Unit includes the Executive Administration directing the overall management of the Department. The Research, Planning and Compliance Units provide strategic analysis and program development. The Budget and Financial Management Unit includes budget development and monitoring, claiming for Federal and State revenues, fiscal administration, general accounting, and patient accounting and claiming. The Contracts Management Unit supports managers with processing and fiscal monitoring of more than 500 annual contracts for services. The Business Services Unit provides payroll processing and coordinates recruiting and hiring, records management, facilities, information technology, purchasing, and labor relations.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The Administration Division which oversees the fiscal management for the Department experienced an increase in the number of State, and Federal audits within Public Health, Family Health, Mental Health, Substance Abuse and Social Services programs. A significant amount of staff time was required in responding to these audit requests. With the implementation of the Affordable Care Act, the department anticipates the continued increase in financial reporting complexity and associated audits at the State and Federal level, including those related to medical billing, privacy, and security practices.

The Federal reimbursement process has increased the Departments responsibility to ensure that claims and bills are based on accurate program costs and in turn has increased the Divisions work in reports, claims and record keeping. The Medicaid and other funding sources based on a fee-for-service model have increased the complexity of the claims and the associated cost settlement process for impacted programs. A heightened federal and single audit requirement has also increased responsibility relating to the monitoring and verifying work and reports of contractors and sub recipients.

The Division is also continuing its efforts on electronic workflow, which will allow the Department to further enhance the automation of the purchasing process, time sheet reporting, contract processing, contract/vendor payments, and real time tracking of space needs through office use scheduling.

**WORKLOAD INDICATORS**

- In 2013, this division processed 492 contracts and amendments, and 15 Request for Proposals within required time constraints.
- Collaborated with Human Resources to reduce overall Department vacancy rates to 14.1% down from 17.6% in FY2012/13 while adding 86 positions to support new services in Health, Mental Health, Substance Abuse and Social Services.
- The Welfare Fraud Investigation Overpayment Recovery Unit computed and assisted in recovery of \$2,051,676 in overpayments in CalWORKs, CalFresh and Welfare-to-Work, an increase of 111% compared to FY2012/13.
- The Welfare Fraud Appeals Unit had a 2% increase in the number of Appeals cases received and decisions rendered from 2012 to 2013. This slight increase (2% rather than 11% over the previous 2 years) is largely due to sufficient numbers of trained eligibility workers who are better able to address issues prior to clients requesting an appeal.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents decreases of \$603,415 or 10.6% in revenues and appropriations when compared to the FY2013/14 Adopted Budget with a net decrease of \$348,756 in County General Fund Contribution.

Primary Funding Sources

The primary sources of funding for Administration includes Intra-Fund Transfers representing reimbursement of allowable administrative costs from various H&SS program divisions, contract services revenue for administrative fees related to the oversight and coordination of the MediCal Administrative Activates (MAA) and Targeted Case management (TCM) programs on behalf of participating H&SS divisions, other county departments and community based organizations; operating transfers-in to fund board-approved contributions to non-county agencies and General Fund Contribution primarily used to fund non-reimbursable costs.

Primary Cost

Primary costs for Administration are: \$9,015,107 for salaries and employee benefits; \$4,412,630 for services and supplies which include MAA/TCM pass thru costs; \$2,098,652 for other charges which include A-87 charges, contributions to non-county agencies, and contracted direct services for HUD grants directly administered by H&SS; \$2,280,835 for other financing uses which include debt service costs; and offsetting intrafund transfers of \$12,648,007 which represents the projected share of administration costs charged to all H&SS programs.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	(5,328)	0	0	0	0.0%
Revenue From Use of Money/Prop	235,442	207,436	83,500	(123,936)	(59.7%)
Intergovernmental Rev Federal	1,463,135	2,061,942	1,975,031	(86,911)	(4.2%)
Charges For Services	81,013	146,203	102,344	(43,859)	(30.0%)
Misc Revenue	23,890	353	400	47	13.3%
Other Financing Sources	435,082	635,531	699,975	64,444	10.1%
General Fund Contribution	2,232,031	2,711,140	2,297,940	(413,200)	(15.2%)
<b>TOTAL REVENUES</b>	<b>4,465,265</b>	<b>5,762,605</b>	<b>5,159,190</b>	<b>(603,415)</b>	<b>(10.5%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	6,866,867	8,163,993	9,015,107	851,114	10.4%
Services and Supplies	3,115,696	4,825,645	4,412,630	(413,015)	(8.6%)
Other Charges	2,288,645	3,048,903	2,098,625	(950,278)	(31.2%)
Other Financing Uses	2,071,548	2,178,529	2,280,835	102,306	4.7%
Intra-Fund Transfers	(9,918,278)	(12,454,465)	(12,648,007)	(193,542)	1.6%
<b>TOTAL APPROPRIATIONS</b>	<b>4,424,478</b>	<b>5,762,605</b>	<b>5,159,190</b>	<b>(603,415)</b>	<b>(10.5%)</b>
<b>NET CHANGE</b>	<b>(40,787)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
ADMINISTRATION DIVISION	70.0	78.5	84.5	6.0	7.6%
<b>TOTAL STAFFING</b>	<b>70.0</b>	<b>78.5</b>	<b>84.5</b>	<b>6.0</b>	<b>7.6%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The FY2014/15 Recommended Budget projects a net decrease of \$603,415 in revenues and appropriations.

The net decrease of \$603,415 in revenues is primarily due to the following:

- Decrease of \$123,936 in interest income due to reduced overall cash balance in fund 902.
- Decrease of \$86,911 in intergovernmental revenues is due to MAA (MediCal Administrative Activities) pass thru revenues based on reduced MAA reimbursable claims.
- Decrease of \$43,859 in charges for services is primarily the result of a prior year one time increase in administrative fees associated with the release of school-based MAA claims in FY2013/14 deferred by CMS.
- A net decrease of \$348,756 in Other Financing Sources and General Fund Contribution is the result of one-time contributions to Non-County Agencies in FY2013/14 and contributions to Family Resource Centers being transferred to First 5 offset by FY2014/15 increases to the National Association for the Advancement of Colored People (NAACP) and Senior Coalition. For FY2014/15, all board approved contributions will be accounted for under Operating Transfers-In.

The net decrease of \$603,415 in appropriations is primarily due to the following:

- Increase of \$851,114 in Salaries and Benefits primarily due to the addition of 4.0 FTE positions, approved increases in salaries and benefits, reclassification of certain fiscal positions, an overall fiscal restructuring within Administration, and full year-funding of the positions approved for a Compliance Unit that were allocated in FY2013/14.

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- Decrease of \$413,015 in Services and Supplies due to a reduction in contracted services.
  - Decrease of \$950,278 in Other Charges due to decrease in interest expense of \$163,789 resulting from reduced carrying balances of deferred revenue accounts in Fund 902, net decrease of \$347,759 in contributions to non-county agencies (transferred to another budget) referenced under Other Financing Sources, and decrease of \$413,513 in A-87 charges.
  - Increase of \$102,306 in Other Financing Uses due to an increase in debt service costs of \$77,766 and increase in POB costs of \$24,540.
  - Increase of \$193,542 in offsetting Intrafund Transfers primarily due to the increase of claimable salaries and benefits costs offset by decreases in services and supplies and charges for services. Administration costs that are claimable to federal and State programs are transferred to program division budgets via the intra fund transfer account.

**SUMMARY OF POSITION CHANGES**

Changes in the position allocation since the adoption of the FY2013/14 Budget are provided below:

- A Board of Supervisor’s resolution was approved on May 13, 2014 to add 1.0 FTE Deputy Compliance and Quality Assurance Manager.

The FY2014/15 Recommended Budget includes the addition of the following 5.0 FTE positions:

- 1.0 FTE Homeless Coordinator / TBD to provide program oversight for HSS HUD-funded programs, coordinate and support local agencies in providing housing assistance through HUD sponsored programs.
- 1.0 FTE Planning Analyst, and 1.0 FTE Staff Analyst to provide support in developing evidence based outcome measures and restructuring high quality program components into a unified system of care. The Research & Planning unit will coordinate with division level staff.
- 1.0 FTE Staff Analyst to provide complex revenue and expenditure analysis for the Behavioral Health PFA team resulting from legislative changes that have significantly changed the financing for Behavioral Health services.
- 1.0 FTE Employment Services / TBD to provide oversight and coordination of administrative functions including recruitment, staff development, and training.

The FY2014/15 Recommended Budget includes the following reclassifications based on Human Resources assessment and determination:

- Reclassify 1.0 FTE Staff Analyst to 1.0 FTE Senior Staff Analyst (effective 7/6/14)
- Reclassify 1.0 FTE H&SS Financial Manager to 1.0 FTE Director of Administrative Services (effective 7/6/14)
- Reclassify 1.0 FTE Accounting Supervisor to 1.0 FTE Fiscal Services Specialist / TBD (effective 7/6/14)
- Reclassify 1.0 FTE Accountant to 1.0 FTE Senior Accountant (effective 7/6/14)
- Reclassify 2.0 FTE Accounting Clerk III to 2.0 FTE Accounting Clerk II (effective 7/6/14)

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Federal oversight and reporting requirements have increased significantly. Phase 2 installment of 2011 realignment, which also impacted 1991 realignment, created a higher level of complexity in financial reporting within our Social Services and Behavioral Health Services programs.

The implementation of AB1297 along with the implementation of the State and Federal actions for the Affordable Care Act (ACA) drastically changed the reimbursement and rate structure for Mental Health and Substance Abuse. ACA, as related to the newly eligible Medical clients, brings in a new level of complexity for projecting revenues within Mental Health and Substance Abuse including those services associated with EPSDT, Katie A, managed care and inpatient costs, and Drug MediCal.

In December 2013, the federal government released the Office of Management and Budget (OMB) supercircular with an implementation date of December 2014. This contains the final rule to the uniform administrative requirements, cost principles,

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and single audit requirements for federal awards and streamlines eight existing federal regulations into a single, comprehensive policy guide. The OMB supercircular significantly impacts the department including our oversight of sub recipients and vendors. The department expends approximately \$70M in federal awards.

The department has also seen a heightened level of scrutiny in terms of fiscal and compliance audits within Social Services, Health Services, Mental Health and Substance Abuse. This extends to audits by the California Department of Healthcare Services for contract providers within all the programs supported.

**DIVISION PURPOSE**

The Behavioral Health Division includes Mental Health, Mental Health Managed Care, and Substance Abuse. Integration of these programs allows the Department of Health and Social Services (H&SS) to efficiently monitor and manage programs and expenses as a comprehensive behavioral health system of care.

**FUNCTION AND RESPONSIBILITIES**

Behavioral Health provides mental health services in accordance with Title 9, California Code of Regulations, Sections 1820.205, 1830.205, and 1830.210. Substance Abuse Services are delivered under the authority of Title 45, Code of Federal Regulations and California Health and Safety Codes Section 11750-11997.

The Mental Health Division provides emergency psychiatric services 24 hours a day, seven days a week as part of the overall Mental Health Plan, along with the following services:

- Managed-care services, treatment, rehabilitation and community-support services to seriously emotionally disturbed children and seriously mentally ill adults through county and contract providers;
- Cost-effective services that promote self-reliance and safeguard the physical, emotional, mental and social well-being of Solano residents who are placed in board and care homes with assistive case management to attain self-sufficiency;
- Services to recently realigned State parolees, now the responsibility of counties under AB 109; and
- Quality assurance, utilization management, beneficiary problem resolution, authorization and denial of services, maintenance of financial records, policies and procedures, and assuring cultural competency in the provision of services.

Substance Abuse Services provide prevention, intervention, treatment and recovery services for alcoholism and other drug addictions. Youth, adults, probationers and parolees are served by the Substance Abuse which offers the following services:

- Assessment of clients' alcohol and drug abuse treatment needs and authorization of appropriate services for delivery by county staff and contracted providers. Preferential placement is given to pregnant women.
- Case management.
- Authorization of alcohol and drug detoxification.
- Outpatient counseling through individual, group and family sessions.
- Residential treatment for pregnant and postpartum mothers, women and men.
- Behavioral Health services for California Work Opportunity and Responsibility to Kids (CalWORKs) participants.
- Administration of drug diversion services through Penal Code 1000, Substance Abuse and Crime Prevention Act of 2000 (SACPA, Prop 36), along with Adult and Dependency Drug Courts.
- Parolee Services Network and Driving under the Influence (DUI) programs.
- Federally mandated HIV and AIDS testing and education in coordination with Public Health.
- Substance Abuse Programs to serve realign State parolees, now the responsibility of counties under AB 109.
- Federally mandated Primary Prevention Services to delay the onset of youthful Alcohol, Tobacco and Other Drug use.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Solano County Mental Health

- Implementation of the Katie A. Settlement between the State and Courts to better serve foster children with significant emotional/behavioral challenges will significantly increase the level of mental health services provided to them while enrolled in Child Welfare Services.
- Coordinated with Partnership Health Plan of California and Beacon, Inc. on the implementation of new behavioral health benefits for individuals with mild to moderate mental illness, a significant expansion of the previous stringent eligibility criteria of Seriously Persistently Mentally Ill clients.

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- Adopted a 3 Year MHPA Plan which resulted in new program opportunities, in the following areas: homeless outreach and linkage, increased access to the underserved and early evidence-based intervention with individuals experiencing a first time psychotic break. Funding will now be allocated to these and other programs as a result of the community planning process.
- Approval of an Inter-Governmental Transfer (IGT) strategic plan which resulted in the following new programs: a mental health probation team to provide aftercare to youth released from juvenile hall, Katie A. staffing, increased bilingual access, and a jail liaison to actively coordinate discharges from jail and provide programming outside the jail for clients issued a split sentence by the court.

#### Solano County Substance Abuse

- The program expanded provider services to meet the demands of the newly eligible MediCal expansion population (138% of Federal Poverty Level).
- The division engaged in a cross-program integration plan that resulted in the implementation of integrated substance abuse programming (Screening, Brief Intervention, and Referral to Treatment) in county medical and psychiatric clinics so that substance abuse services are being made available to clients in the primary care clinic.
- Staff increased oversight and monitoring of substance abuse contractors to ensure compliance with increasingly complex Federal and State regulations.
- Staff partnered with judges to expand the Substance Abuse Court to Vallejo based on Solano County Court's successful application.

#### WORKLOAD INDICATORS

During the period of the 2013 calendar year:

- Solano County Mental Health provided mental health services to approximately 3296 seriously mentally ill adults and seriously emotionally disturbed children for a total of 88,250 appointments. The services were provided through County Programs, Contract Programs and the Managed Care Provider Network.
- Solano County provided case management services to 397 clients, across diverse populations such as, seriously ill adults, older adults, adults involved with the justice system, and children, youth and transitional age youth with serious emotional challenges.
- Psychiatric hospitalizations decreased to 241 admissions or 2,264 bed days during this period.
- Contracted outpatient Substance Abuse programs are serving an average of 103 clients per month, and residential programs are averaging 58 clients per month (including detox).
- General substance abuse clients are waiting approximately 36 days for Substance Abuse outpatient treatment and up to 37 days for residential treatment compared to 60 days for outpatient treatment and 120 days for residential treatment in the previous year.

#### DIVISION BUDGET SUMMARY

The Recommended Budget represents a decrease of \$1,863,330 or 2.8% in revenues which includes a draw from Intergovernmental Transfers (IGT) restricted fund balance of \$5,839,832 to support an overall increase of \$3,976,502 or 6.1% in appropriations when compared to the FY2013/14 Adopted Budget. The General Fund Contribution of \$2,980,330 is increased by \$160,165 to offset increased costs in Substance Abuse.

#### Primary Funding Sources

The primary funding sources for Behavioral Health are federal financial participation, and State realignment revenues. In 2011, State General Fund monies for children's mental health services, substance abuse treatment services, drug court activities, and substance abuse Drug MediCal were realigned to the local level. This realignment, coupled with the 1991 realignment, makes realignment funding for behavioral health services the principal funding source. The passage of Proposition 30 has ensured that these funds are constitutionally protected and will continue to be available to fund mental health and substance abuse services

at a level subject to fluctuations in sales tax collection. Uncertainties about growth in sales tax revenues keeping pace with program growth, especially for EPSDT and Drug MediCal services remain, however, particularly with the imposition of new responsibilities such as Katie A. services and the expanded drug MediCal Benefit. Additionally, the State has not determined the methodology on how to distribute 2011 Realignment growth among counties, so the potential share of 2011 Realignment growth monies remains unknown.

State funding from the Mental Health Services Act (MHSA) and federal revenues provide a primary source of funding for behavioral health services. MHSA funding provides cost reimbursement for mental health community support services, primary early intervention, mental health workforce education, and information technology needs. Federal revenue funds 50% of adult and children's mental health services for MediCal recipients and provides reimbursement for substance abuse Drug MediCal (DMC) services. Billing for mental health services is allocated on a cost per unit basis. As a result of AB1297 becoming effective July 1, 2012, the rate of claiming for mental health services has been increased making reimbursement closer to the actual cost. While the federal reimbursement for services remains at 50%, AB1297 allows counties to bill the federal government for the eligible actual cost of services rather than at a capped State Maximum Allowance (SMA) rate. The State continues to be delayed in implementing AB1297 and is currently paying counties an interim rate they established based on FY2011/12 costs. The Department anticipates that the State's interim rate for FY2014/15 will be based on the interim rate for FY2013/14 with an inflation factor and has increased its revenue projection to reflect the additional federal revenue.

Federal revenues for Substance Abuse services primarily changed due to the realignment of Drug MediCal Services to the local level in 2011. As part of 2011 Realignment, counties are now responsible for the 50% non-federal share of all Drug MediCal services, including Narcotic Replacement Therapy, sometimes known as methadone treatment. Previously, the State managed the Drug MediCal contracts for Narcotic Replacement Therapy treatment services and bore the fiscal risk of those services. With 2011 realignment, the State continues to manage the contracts but the fiscal risk has shifted to counties. While funding has been adequate to date, concerns remain among counties that a lack of utilization control at the local level could result in uncontrolled growth, in these contracts. Also, uncertain is potential changes to the Substance Abuse Prevention and Treatment (SAPT) block grant. Reductions to the SAPT block grant are anticipated to continue into FY2014/15. Additionally, questions remain if the purpose of the block grant will change in the future due to healthcare reform. Historically, SAPT funding paid for services for non-MediCal individuals who may now be newly eligible for MediCal whose services could be funded elsewhere.

Primary Cost

Primary costs for Behavioral Health are: \$20,251,465 for salaries and employee benefits; \$4,127,127 for services and supplies; \$40,057,461 for other charges; \$15,000 in fixed assets; \$964,508 for other financing uses; and \$4,182,173 for intra-fund transfers.

The Recommended Appropriations for Behavioral Health include \$57,122,591 for Mental Health (BU 7700), \$5,839,832 for Intergovernmental Transfers Projects (BU 7598) and \$6,635,311 for Substance Abuse (BU 7560).

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DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Fines, Forfeitures, & Penalty	93,845	62,132	77,108	14,976	24.1%
Revenue From Use of Money/Prop	2,499	4,000	1,605	(2,395)	(59.9%)
Intergovernmental Rev State	50,344,987	41,397,996	40,142,074	(1,255,922)	(3.0%)
Intergovernmental Rev Federal	2,902,741	3,607,279	3,243,465	(363,814)	(10.1%)
Charges For Services	1,568,001	795,583	593,776	(201,807)	(25.4%)
Misc Revenue	936,360	10,386	7,302	(3,084)	(29.7%)
Other Financing Sources	13,423,811	16,923,691	16,712,242	(211,449)	(1.2%)
General Fund Contribution	2,820,165	2,820,165	2,980,330	160,165	5.7%
<b>TOTAL REVENUES</b>	<b>72,092,409</b>	<b>65,621,232</b>	<b>63,757,902</b>	<b>(1,863,330)</b>	<b>(2.8%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	16,307,146	18,491,779	20,251,465	1,759,686	9.5%
Services and Supplies	4,442,419	4,148,387	4,127,127	(21,260)	(0.5%)
Other Charges	35,612,935	35,875,363	40,057,461	4,182,098	11.7%
F/A Equipment	0	0	15,000	15,000	0.0%
F/A - INTANGIBLES	760,657	448,597	0	(448,597)	(100.0%)
Other Financing Uses	816,668	883,181	964,508	81,327	9.2%
Intra-Fund Transfers	4,203,339	5,773,925	4,182,173	(1,591,752)	(27.6%)
<b>TOTAL APPROPRIATIONS</b>	<b>62,143,165</b>	<b>65,621,232</b>	<b>69,597,734</b>	<b>3,976,502</b>	<b>6.1%</b>
<b>NET CHANGE</b>	<b>(9,949,244)</b>	<b>0</b>	<b>5,839,832</b>	<b>5,839,832</b>	<b>0.0%</b>
<b>STAFFING</b>					
Behavioral Health	185.50	163.00	165.50	2.50	1.5%
<b>TOTAL STAFFING</b>	<b>185.50</b>	<b>163.00</b>	<b>165.50</b>	<b>2.50</b>	<b>1.5%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The FY2014/15 Recommended Budget projects a \$1,863,330 net decrease in revenues primarily due to the following:

- A decrease in Intergovernmental Fund (IGT) revenues recognized in Behavioral Health. Due to a change in accounting for IGT monies, IGT revenues are not recognized in Behavioral Health's operating budget but will be reflected as a reduction in the IGT Restricted Fund Balance, in Fund 902. This change will result in an artificial deficit for Behavioral Health with no impact to the County General Fund.
- Increase in federal reimbursements for mental health services primarily due to a change in reimbursement for mental health services based on actual costs; and increases in 2011 Realignment revenues based on increases in sales tax projections.
- The growth in revenues is partially offset with decreases in Short Doyle Administrative MediCal; State Drug Abuse; 2011 Realignment for AB109; and State Other. Administrative revenues are projected to be lower due to changes in claiming for these costs. The State is allowing administrative costs to be distributed among program costs; hence increasing the cost per unit for program services, but decreasing the amount of administrative costs allowed to be claimed. State Drug Abuse revenues and State Other are decreased due to the termination of the Bay Area Service Network (BASN) program for parolees and Conditional Release Program (CONREP). AB109 revenues are decreased due to expenditures not projected to be reimbursed as included in the FY2013/14 Adopted Budget.

The FY2014/15 Recommended Budget projects a \$3,976,502 net increase in appropriations primarily due to the following:

- Increases in Salary and Benefits due to the addition of 9.0 FTE during FY2013/14 and the addition of 4.5 FTE for FY2014/15 and increased operating costs.
- Increases in anticipated bed usage for State Hospitals, Institutions for Mental Diseases (IMDs), and hospital inpatient costs. Also contributing to increases in contracted direct services is an anticipated increase for IGT and MHSA funded projects.



- Increases in Countywide Overhead Charges. For FY2013/14, the Mental Health Bureau had no charges, but instead received a credit of \$108,025. For FY2014/15, a charge of \$738,807 is included in the Recommended Budget.

**SUMMARY OF POSITION CHANGES**

Changes in the Division’s position allocations since the adoption of the FY2014/15 Budget are provided below:

On October 22, 2013, the Board of Supervisor’s approved the following 11.5 FTE Limited Term Positions to support the approved Intergovernmental Transfer (IGT) Strategic Plan:

- 1.5 FTE Mental Health Clinical Supervisor
- 6.0 FTE Mental Health Clinician
- 1.0 FTE Mental Health Specialist II
- 0.5 FTE Psychiatrist
- 1.0 FTE Project Manager
- 1.0 FTE Patient Benefits Specialist
- 0.5 FTE Office Assistant II

On February 11, 2014, the Board of Supervisor’s approved to reclassify a 1.0 FTE Clerical Operations Supervisor to an Office Assistant III, and 2.0 FTE Crisis Specialists to Mental Health Specialist IIs.

The FY2014/15 Recommended Budget includes the addition of 4.5 FTE Positions to perform quality assurance activities, homeless services, and vocational rehabilitative services:

- 1.0 FTE Mental Health Specialist II (LT) to provide mobile crisis response as a part of the IGT Strategic Plan
- 1.5 FTE Mental Health Clinician (Lic) and 1.0 FTE Supervising Mental Health Clinician will provide concurrent documentation review and utilization management for children’s services contracts and will increase the number of reviews per year. The positions are funded with Quality Assurance revenues from the State Department of Rehabilitation and Realignment.
- 1.0 FTE Mental Health Services Coordinator to provide services and assistance to the mentally ill homeless population.

The FY2014/15 Recommended Budget includes the following reclassifications based on Human Resources assessment and determination:

- Reclassify a Sr. Health Services Manager to a Sr. Mental Health Services Manager (effective 7/6/14). This position manages the Mental Health Services Act (MHSA) program.
- Reclassify 1.0 FTE Accounting Clerk III to 1.0 FTE Accounting Clerk II (effective 7/6/14)

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Effective January 2014, the Affordable Care Act allowed for the expansion of mental health and substance use disorder services to individuals formerly ineligible for MediCal, such as single childless adults. The benefits are available to clients with mild to moderate conditions and also those that meet the severely mentally ill (SMI) criteria. FQHCs will bill the managed care plan Partnership Health Plan of California for clients that meet the mild to moderate criteria. However, billing for the SMI patients seen at the FQHC clinics using the rate-per-encounter model could change and instead have to occur through the Short Doyle

MediCal System, rather than being paid on an encounter basis, the services would be billed on a cost per unit/ fee-for-service (by minute) basis and would have a 50% non-federal share. Due to the uncertainty, of the Federal Upper Payment Limits for Short Doyle MediCal rates, the potential local fiscal impact of moving the costs of the integrated care clinics from the FQHC and its billable units of service under the Short Doyle MediCal system remains unknown. The Department continues to explore its fiscal and programmatic options on this issue while awaiting State clarification on whether and how billing for SMI individuals in a FQHC setting might continue.

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The Recommended FY2014/15 budget includes a significant increase in Short Doyle MediCal revenues based on assumptions that the State will continue to pay based on the interim rate established for FY2013/14 with an inflation factor. While AB1297 eliminated the State Maximum Allowable Rate (SMA) beginning July 1, 2012, the State continues to work on finalizing implementation of the legislation. The State has increased the interim reimbursement rate for counties based on prior year cost reports; however, it continues to work with the Centers for Medical Services (CMS) on a State Plan Amendment (SPA) that will establish a methodology to determine an Upper Payment Limit (UPL) for reimbursement. While AB1297 eliminated the SMA July 1, 2012, the SPA will allow counties to claim for their actual costs up to the UPL retroactive to January 1, 2009. The mechanism for this claiming remains unknown as well as whether or not reimbursement will be capped at prior year published charges. Depending on the outcome of the SPA, Solano County anticipates it will receive additional MediCal monies for prior year services, but the amount and timing of receipt of this revenue continues to be unknown. Also, uncertain is the potential fiscal impact of a UPL on cost reimbursement and future cost settlements.

Included in the MediCal revenue projection are assumptions for growth in Drug MediCal (DMC) services and mental health inpatient bed days for newly eligible MediCal clients. As information on the newly MediCal eligible is still in the infancy phase due to the January 1, 2014 start date, projections for revenue for the newly eligible in Behavioral Health may significantly change. Also of note is the State's increased emphasis on DMC audits and recertification's. If the State revokes DMC certification for a provider, the revenue provider's revenues will not be realized. Additionally, the County will have placement challenges as only a few DMC providers exist, and any loss of DMC revenue could potentially put a strain on local funds.

Mental Health can claim federal reimbursement for administration of the Mental Health Plan. This reimbursement is capped at 15% of MediCal billing. Beginning with the FY2010/11 cost report, counties were allowed to distribute countywide overhead charges among program cost centers. This distribution reduced the amount of administrative claiming but increased the direct service cost per unit. For FY2013/14, Mental Health did not receive an A-87 overhead charge, instead received a credit. How this swing of approximately \$846,832 will impact the direct service cost per unit as well as administrative claiming is unknown.

2011 Realignment and the passage of Proposition 30 have proven to stabilize funding for mental health and substance abuse services; however, concerns continue about whether the funding will keep pace with program growth. Since the source funding for the Mental Health realigned programs changed in FY2012/13, the State continues to work on distribution methodologies for base and growth for the Behavioral Health Subaccount. For FY2013/14, the State Controller's Office (SCO) base distributions among counties differed from FY2012/13. Additionally, the State has not determined growth distributions, and until those are issued, future growth monies can't be calculated. The Requested FY2014/15 budget assumes a 5% growth in 2011 Realignment based on information available from the California Mental Health Director's Association (CMHDA) and assumes the distribution percentage for Solano County will not change.

Potential growth in expenditures for the two realigned mental health programs, mental health managed care and EPSDT remain a concern as they rely on 2011 Realignment to provide the 50% non-federal match for services. The Department continues to implement community programs to strengthen the system of care with a goal of reducing hospitalizations. Expenditures for adult inpatient stays have trended upward the past couple of years in part because of placement challenges in MediCal billable facilities. If the facility cannot bill for the MediCal placement, then the County is responsible for 100% of the cost. To address this issue, Solano County, as of April, 2014, began contracting with a community provider for a Psychiatric Health Facility (PHF) in Vallejo to maximize reimbursement under MediCal Expansion. 10 of 16 beds were contracted to reduce out-of-county placement of Solano residents in non-Medical reimbursable beds. This increased availability of beds in a MediCal billable PHF should assist in reducing hospital costs; however, due to the nature of crisis services, projecting for future need is difficult. Adding to the difficulty of these projections are the impact of recently increased AB109 and Jail programming, which count among their treatment options inpatient psychiatric hospitalization in order to ensure the seriously mentally ill are not inappropriately housed in jail instead of a treatment setting.

Concerns with 2011 Realignment growth keeping pace with growth in ESPDT services also remains. The Department has started implementing expanded services for children in foster care as a result of the Katie A Settlement. The County Mental Health Director's Association (CMHDA) is advocating to the State, that Katie A services fall under the Proposition 30 mandate. If the expansion of the services is deemed a Proposition 30 mandate, the State would provide funding for at least half of the non-federal share for the expanded services. If the State does not provide the funding, then additional strains will be placed on realignment to fund these services.

Reimbursement for substance abuse services also remains somewhat unpredictable. In FY2012/13, the federal sequestration reduced the Substance Abuse Prevention and Treatment (SAPT) grant by 5%. While indications are that the SAPT grant won't be reduced as much as for FY2013/14, concerns remain that the grant will continue to be reduced either due to federal deficit concerns and/or healthcare reform, on the assumption that MediCal expansion under ACA should relieve local systems of some of their former cost burdens.

Prior to the implementation of the ACA, SAPT monies were used to fund services for individuals not receiving MediCal. Many of those individuals should be eligible for MediCal and their services federally funded. Federal and State authorities have not indicated that the funding will terminate, but questions remain if the funding will be repurposed. While more individuals are, in fact, eligible for Drug MediCal (DMC) services, inadequate DMC rates and decertification of DMC providers are challenging the system of care and placing more demands on available SAPT funding and 2011 Realignment. This issue has been raised with the Department of Healthcare Services as these issues run contrary to the stated intention of the ACA to expand substance abuse services in accordance with its new requirements.

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### **DIVISION PURPOSE**

The mission of Solano 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.

Family Health Services clinics provide timely, high quality, culturally and linguistically appropriate, comprehensive healthcare to the uninsured and underinsured residents of Solano County.

### **FUNCTION AND RESPONSIBILITIES**

The H&SS Health Services Division is comprised of two functional areas: Public Health and Family Health Services.

Solano Public Health is responsible for monitoring, understanding, and explaining health concerns facing the community. Data trends are utilized to analyze public health issues and communicate to the public, in order to provide residents with sufficient information to make healthy choices. Protecting the community from health problems and health hazards are core functions along with educating healthcare providers on new and emerging health issues. Public Health is in the forefront of fostering and participating in community coalitions, and professional networks, developing public health policies, and enforcing public health laws and regulations. Public Health also assists with emergency planning and response activities.

Family Health Services operates 12 Federally Qualified Health Center (FQHC) Clinics that provide timely, high quality, culturally and linguistically appropriate comprehensive healthcare to the uninsured and underinsured residents of Solano County. Family Health Services satisfies the County's mandate under Welfare and Institution Code 17000 in its provision of direct and supportive healthcare services to the medical indigent residents of Solano County.

Key functional areas include communicable disease control; emergency services; health promotion and community wellness; public health laboratory; maternal, child & adolescent health; public health nursing; nutrition services; and healthcare services, including dental, primary care, and mental health.

### **SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The Napa-Solano-Yolo County Public Health Laboratory expanded its service area to include Marin County in 2013. This expansion has increased testing by approximately 70% or from 14,000 to 24,000 tests per year.
- Through collaboration with partner agencies, Solano County Maternal, Child and Adolescent Health improved entry into early prenatal care (first trimester care) to the highest rate recorded. Solano County entry into early prenatal care increased from 74.4% in 2004 to 79.5% exceeding the Healthy People 2020 goal of 77.6%.
- Exclusive breastfeeding rates in the WIC program have improved by more than three and one-half fold: from 15.9% in 2010 to 58% in 2013.
- Family Health Services contracted with an outside consultant, to conduct a comprehensive assessment of the clinic operations. The consultant is currently working with the department to improve workflow, enhance billing, and collections. The Department will closely monitor the situation to improve the financial viability of the clinics and determine the extent of funding gaps.
- Family Health Services (FHS) continues offering walk-in appointments (also known as "Open Access") in the morning. By providing emergency room and hospital follow-up appointments during this time period, FHS has improved the no-show rate for these types of appointments from an average of 50% to 0%. All patients referred from the emergency rooms and for hospital discharge follow-up receive services on the same morning they walk into the clinic as an Open Access client.
- In 2013, FHS introduced "Same Day Standby Appointments" filling no-show appointments with a patient who walks in for care. In the Fairfield Clinic, the no-show rate was reduced from nearly 26% to less than 12%, reducing the rate by half. Since the start of the project, over 600 additional appointments have been offered to clients that otherwise would have gone unused.
- In 2013, the Solano Emergency Medical Services Cooperative Board designated Kaiser Permanente, Vacaville as a Level II Trauma Center. This designation provides trauma and neurosurgery coverage to the residents of Solano County 24 hours per day, 7 days a week.

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- In 2013, the Emergency Medical Services Agency issued preliminary Emergency Department Approved for Pediatrics (EDAP) designation to four of the five hospitals in the County. The designation ensures that children brought to emergency departments through the 911 system receive the highest standard of care based on their needs.
  - In 2013, Health Promotion & Community Wellness and partner agencies were successful in implementing standards to decrease access to sugar-sweetened beverages and promote drinking water in the Vallejo City Unified School District as well as in seven community-based organizations, groups, or clubs servicing Solano children and youth.

**WORKLOAD INDICATORS**

- The Integrated Care Clinics (adult mental health) increased access, and the number of clients served from 2,614 in 2011 to 3,242 in 2013, a 24% increase.
- In 2013, more than 3,100 infectious diseases were reported, compared to 3,700 in 2012, a 16.2% drop.
- In 2013, the Emergency Medical Services Agency certified 310 Emergency Medical Technicians and 142 paramedics.
- In 2013, the Emergency Preparedness and Response Program conducted two tabletop exercises, an Emergency Medical Response Summit, and a Statewide Medical and Health full-scale exercise.
- In 2013, the Immunization Program held 11 immunization clinics, providing 1,227 influenzas, 195 pertussis and 56 pneumonia vaccines to the general community.
- In 2013, the Women, Infants, & Children Program served a monthly average of 10,896 pregnant women, postpartum women & children less than 5 years of age; compared to 10,824 in 2012.
- In 2013, Maternal, Child & Adolescent Health programs conducted 3,625 home visits to high-risk families by public health nurses, social workers, and community health workers.
- In 2013, the California Children's Services Program provided services to 800 children with severe and disabling medical problems.
- In 2013, the California Health and Disability Prevention Program linked more than 2,660 children to rapid health insurance through the Gateway Program.
- In 2013, more than 9,870 elementary school students in 20 schools received bicycle safety training and participated in safe routes to school events.
- In 2013, for the International Walk to School day, 27 schools and some 6,500 students participated—a 49% increase in the number of students who participated compared to the previous year and an 80% increase in the number of participating schools.
- In 2013, 63 Solano children with elevated blood lead levels received services from the Public Health Nursing Program and Environmental Health.
- In 2013, Family Health Services provided 31,000 clients with physical, mental and dental health services.
- Family Health Services increased its Partnership HealthPlan of California capitation from 12,500 clients in 2012 to 14,357 clients in 2013, a 13% increase.
- The Vital Statistics Unit served about 10,000 customers in 2013, issuing over 18,000 birth certificates, death certificates, and burial permits.
- In 2013, Occupational Health conducted ten employee flu clinics, with 1079 immunizations provided. Also in 2013, 426 County employees received training for Aerosolized Transmissible Diseases, Blood-borne Pathogens, and the Respiratory Protection Standard.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents an overall decrease of \$2,840,179 or 4.6% in revenues and appropriations when compared to the FY2013/14 Adopted Budget. The Net County Cost has increased by \$347,348 or 22.68% primarily due to

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increased operating cost in Public Health. The Health Services budget is comprised of three main program areas: Public Health, Family Health Services, and Medical Services.

Primary Funding Sources

The primary funding source for Family Health Services (FHS) is FQHC funds, which is based on an encounter rate for each site. An interim encounter rate is established during a rate setting year. The Department of Health Care Services (DHCS) conducts an audit of the interim rate at a much later date to set a permanent rate. In FY2011/12, DHCS set the permanent rates for the two original FQHC sites while the two new sites (Twin Campus) are still currently under review. FY2012/13 was a rate setting year for the Mobile Dental Van; FY2013/14 was a rate setting year for the Vacaville site.

Other important funding sources for FHS include the Healthcare for the Homeless Grant and the Ryan White (HIV/AIDS) Grant.

Funding sources for Public Health (PH) include various federal grants, fee-for-service, revenue contracts with colleges, other counties, private companies, and State and Federal allocations. Programs utilizing federal grants include Nurse-Family Partnership, Emergency Preparedness and Response, and WIC. Programs utilizing fee-for-service and revenue contracts include the PH Lab, Vital Statistics, Health Promotion and Community Wellness, and Student Health Services. Programs utilizing State and Federal allocations include Emergency Medical Services, Tuberculosis Control, Communicable Disease, AIDS Surveillance, Emergency Preparedness and Response, AIDS Community Education, Health Promotion and Community Wellness, Public Health Nursing, Childhood Lead Poisoning Prevention, Immunization, California Children's Services, Child Health and Disability Prevention, Nutrition Services, and Maternal, Child and Adolescent Health.

Primary Operating Expenses

Primary costs for Health Services are \$32,801,369 for salaries and employee benefits, \$8,394,591 for services and supplies, \$15,246,463 for other charges which include a \$6,871,127 redirection of health realignment to fund social services programs in accordance with AB85 and \$5,304,897 in contracted direct services; \$1,429,087 for other financing uses, and \$1,456,517 for intra-fund transfers.

The primary programs in Health Services are Public Health (BU 7800) with Recommended Appropriations of \$24,154,288; Medical Services (BU 7588) with Recommended Requested Appropriations of \$8,044,604 and Family Health Services (BU 7580) with Recommended Appropriations of \$27,129,135.

**Summary of Division Budget**

**7880 – Fund 902-Health Services  
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<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Licenses, Permits & Franchise	12,593	11,150	14,740	3,590	32.2%
Fines, Forfeitures, & Penalty	415,515	546,570	424,380	(122,190)	(22.4%)
Revenue From Use of Money/Prop	2,813	4,500	4,500	0	0.0%
Intergovernmental Rev State	15,177,822	16,360,907	17,265,616	904,709	5.5%
Intergovernmental Rev Federal	9,425,580	12,015,501	10,351,432	(1,664,069)	(13.8%)
Intergovernmental Rev Other	568,736	1,578,262	1,274,829	(303,433)	(19.2%)
Charges For Services	17,390,771	28,069,202	25,902,224	(2,166,978)	(7.7%)
Misc Revenue	824,057	972,775	1,116,800	144,025	14.8%
Other Financing Sources	1,074,444	1,077,633	1,094,452	16,819	1.6%
General Fund Contribution	1,539,036	1,531,706	1,879,054	347,348	22.7%
<b>TOTAL REVENUES</b>	<b>46,431,368</b>	<b>62,168,206</b>	<b>59,328,027</b>	<b>(2,840,179)</b>	<b>(4.6%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	25,954,821	36,483,634	32,801,369	(3,682,265)	(10.1%)
Services and Supplies	5,706,270	8,068,032	8,394,591	326,559	4.0%
Other Charges	13,433,647	15,744,191	15,246,463	(497,728)	(3.2%)
F/A Equipment	5,333	346,168	0	(346,168)	(100.0%)
F/A - INTANGIBLES	61,560	0	0	0	0.0%
Other Financing Uses	1,195,172	1,515,745	1,429,087	(86,658)	(5.7%)
Intra-Fund Transfers	77,889	10,436	1,456,517	1,446,081	13856.7%
<b>TOTAL APPROPRIATIONS</b>	<b>46,434,692</b>	<b>62,168,206</b>	<b>59,328,027</b>	<b>(2,840,179)</b>	<b>(4.6%)</b>
<b>NET CHANGE</b>	<b>3,324</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
Health Services	291.55	318.90	307.70	(11.20)	(3.5%)
<b>TOTAL STAFFING</b>	<b>291.55</b>	<b>318.90</b>	<b>307.70</b>	<b>(11.20)</b>	<b>(3.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Significant changes in revenue include:

The Recommended Budget represents a net decrease of \$2,840,179 or 4.6% in revenues compared to the FY2013/14 Adopted Budget. The County Contribution has increased \$347,348 or 22.7% due to two main factors: \$163,370 to pay for A87 costs and \$183,978 for DoIT costs (both were posted to inactive budgets or budgets where reimbursement is not allowed or already maximized). The projected decrease in State and Federal revenue results primarily from decreases in the Healthcare for the Homeless grant, FQHC, Nutrition, Nurse Family Partnership and the Drug Free Community grant as follows:

- \$931,424 increase in the PH Realignment;
- \$2,166,978 decrease in FQHC revenue based primarily on the high vacancy rate and lower productivity than originally estimated when converting to Electronic Health Records;
- \$524,312 decrease in the Nutrition allocation's Authority to Spend;
- \$595,505 decrease in Nurse Family Partnership due to expiration of the Evidenced Based Home Visiting Program grant;
- \$150,000 decrease in the Reducing Rates due to the expiration of the Drug Free Community grant;
- \$149,168 decrease in the Healthcare for the Homeless grant due to that amount given to purchase the primary care mobile van that was purchased in FY13/14;
- \$121,482 decrease in Maternal Child and Adolescent Health Title XIX funds due to the change in allocation of fixed costs; and,
- \$64,158 decrease in several federal grants including the Hospital Preparedness grant \$7,250 and the Centers for Disease

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Control and Prevention grant \$27,160 in Emergency Preparedness and Response, and the HIV Prevention \$17,500 and CARE grants \$12,248.

Significant changes in appropriations include:

The FY2014/15 Requested Budget for Health Services projects a \$2,840,179 decrease in expenditures compared to the FY2013/14 Adopted Budget. The projected decrease results from the net increase in Services and Supplies and Intra Fund transfers with decreases in all other expenditure categories as follows:

- \$3,682,265 net decrease in Salaries and Employee Benefits primarily due to the 13.73% Salary Savings resulting from the high vacancy rate in Family Health Services. Salary Savings has averaged 24.4% over the past five years. The department is currently reviewing the impact of the 2014 MediCal expansion as it relates to the FHS service delivery model and overall staffing. Please refer to the pending issues section.
- \$326,559 net increase in Services and Supplies primarily due to an increase of \$323,012 in Department of Information Technology (DoIT) costs to pay for additional DoIT staff; a \$508,829 increase in contracted services to pay for new recruiting services contracts and consultants to assist in optimizing clinic productivity, billings and reimbursements; offset by a decrease in medical services (\$103,123) for indigent care due to receiving less Court revenue to pay for the program; a decrease in special departmental expense (\$74,878) for lower spending on incentives and safety items in Health Education and fewer client support materials for Nurse Family Partnership due to reduced funding; a decrease in drugs & pharmaceuticals and medical/dental supplies (\$123,788) due to lower demand in the primary care and ICC clinics than anticipated when expanding to Vacaville; and a decrease in office, computer and equipment expense (\$137,128) due to no longer having the start-up costs associated with expanding to Vacaville.
- \$497,728 decrease in Other Charges primarily due to a decrease in countywide overhead (\$137,057) partially offset by a \$65,980 increase in direct charges from county departments; and a decrease in contracted direct services (\$405,712) due to the elimination of the Drug Free Community grant and reductions in the Substance Abuse Prevention and Treatment funds for the Reducing Rates contracts, non-renewal of the AIDS Surveillance contract, a decrease in the Ryan White CARE contracts due to a decrease in the State allocation and a decrease in the Locum Tenens and orthodontics contracts
- \$346,168 decrease in Fixed Assets due to purchasing the primary care van for the homeless grant and equipment for the primary care, integrated care, and dental clinics in FY13/14.
- \$86,658 decrease in Other Financing Uses due to a decrease in Debt Service and POB costs.
- \$1,446,081 increase in Intra Fund Transfers due primarily to a decrease of (\$1,360,896) in Inter Governmental Transfers and an increase of \$59,491 in HSS Admin Overhead charged to Health Services.

**SUMMARY OF POSITION CHANGES**

The following 11.7 FTE vacant positions are requested for deletion in the FY2014/15 Recommended Budget. These positions were originally requested in order to staff up the Family Health Services clinics in anticipation impacts from the Affordable Care Act; however, the increase demand did not fully materialized plus the clinics are being reorganized to increase efficiency thus the following positions are not required at this time.

- 0.7 FTE Nurse Practitioner/Physician Assistant
- 3.0 FTE Accounting Clerk II
- 1.0 FTE Psychiatrist
- 1.0 FTE Clinical Psychologist
- 1.0 FTE Clinical Lab Scientist
- 1.0 FTE Dental Assistant Registered
- 1.0 FTE Dentist Manager
- 1.0 FTE Public Health Nurse (Sr.)
- 2.0 FTE Clinic Physician (Board Certified)



**PENDING ISSUES AND POLICY CONSIDERATIONS**

There are a number of significant issues and policy considerations at the State and Federal levels that may impact the Division of Health Services. Legislation passed in 2013 (AB 85) and signed by the Governor has changed the formula for growth in public health realignment funding (1991 public health realignment), potentially significantly reducing future growth in these funds, which provide support to nearly all of the programs in the Division.

At the federal level, some funding streams were eliminated, and others were reduced. The overall result is significant with reductions in federal funding for the following public health programs: Women, Infants & Children Supplemental Nutrition Program (WIC), Nurse-Family Partnership, Maternal Child and Adolescent Health, AIDS Care and Prevention, the Emergency Preparedness and Response programs, and the Community Transformation Grant program. These decreases, combined with increased operational cost are putting a considerable strain on the Health Services program budget.

As a result of protracted, significant vacancy rates in Family Health Services affecting clinic productivity and issues with billing and collections substantially impacted clinic revenues, together with the anticipated impacts of implementing a system-wide electronic health record infrastructure and rapid growth in clinic numbers and services, Family Health Services has developed an operating deficit which is currently funded through the use of existing one-time revenues in Health and Social Services. The steps being taken to address this deficit include deleting 11.7 FTE vacant positions as indicated above (the anticipated potential impacts of the Affordable Care Act have not fully materialized, so these positions are not required at the present time), modifying clinic workflows to maximize productivity, and engaging an appropriate vendor to provide billing and collections services. H&SS will continue to monitor the fiscal status of the FHS clinics closely and take additional steps if required to close any remaining funding gaps. The Department will report back on progress on or before Midyear.

The Federal Health Resources and Services Administration (HRSA) is in the process of tightening requirements for continued funding of HRSA grants. Health Services currently has two HRSA grants (Ryan White, and Healthcare for the Homeless) for a combined total of \$1.6M. HRSA is currently auditing both programs.

In addition, the Federally Qualified Health Center (FQHC) reimbursement rates that have already been established are being reviewed by the federal government to see if anything can be carved out or reduced based on new productivity requirements that were not in effect when the rates were originally established. There is also proposed new legislation that may affect the behavioral health integration aspect of the Family Health Services Clinics. H&SS is currently working to determine if these changes can be supported under the current service delivery model.

The 2010 Federal Patient Protection and Affordable Care Act was implemented effective January 1, 2014. The State chose the option of State implementation rather than county implementation for MediCal expansion, using a sizeable portion of public health realignment funding to cover the costs of expansion; it is unclear, however, if the amount of the public health realignment funds being diverted from counties back to the State to help pay for costs related to implementation of the Affordable Care Act will be enough to cover the population still in need of assistance. There has been a significant increase in the number of patients assigned to the Family Health Services clinics by Partnership Health Plan, the County's MediCal managed care provider.

**Ann Edwards, Director of Health & Social Services  
Public Assistance**

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**DIVISION PURPOSE**

The Social Services Division has 17 major programs primarily providing services in the following major categories: Employment and Eligibility Services (E&ES), which includes Welfare Administration (WA), Child Welfare Services (CWS) and Older and Disabled Adult Services Division (ODAS). In addition, the Social Services Division is also responsible for In-Home Supportive Services (IHSS) Public Authority Administration (BU 7690).

Employment and Eligibility Services

The Employment and Eligibility (E&E) Services Division contribute to Solano County residents' well-being by providing safety net public assistance, medical insurance enrollment, and employment services programs. E&ES promotes self-reliance by assisting low-income families and individuals with obtaining employment, access to health care, and food and cash assistance.

Welfare Administration and Special Projects

Welfare Administration (WA) and the Special Investigations Bureau (SIB) ensures program integrity through comprehensive investigations of fraud allegations in social services programs, the collection of debts, and the timely hearing of appeals.

The Special Projects budget is used for projects that have funding sources separate from the State Social Services monies and are not included in the consolidated social services county expense claim for reimbursement from the State.

Child Welfare Services

Child Welfare Services (CWS) is a State-supervised, county-administered program. The program's purpose is to prevent, identify, and respond to allegations of child abuse and neglect. Families in the child welfare system receive services so that children can remain safely in their homes, and children who are temporarily removed from their homes can reunify with their families. For cases in which children are unable to reunify with their families, efforts are made to find a permanent home through adoption or guardianship. CWS services are mandated pursuant to State and Federal laws, e.g., Title IV of the Social Security Act, and Chapter 978, California Statutes of 1982.

Older and Disabled Adult Services

The Older and Disabled Adult Services (ODAS) division provides interdisciplinary services to the elderly and disabled who are among of the County's most isolated and vulnerable citizens. ODAS focuses on comprehensive, integrated assistance for older and disabled adults. The Public Guardian Unit is located within ODAS to protect and manage the estates of decedents and at-risk individuals who are unable to make decisions. The Public Guardian (PG) Office serves as the legally appointed guardian or conservator for persons at risk or that have been a victim of abuse or neglect found by the Courts to be unable to take care of themselves or their assets.

**FUNCTION AND RESPONSIBILITIES**Employment and Eligibility Services

Employment and Eligibility Services (E&E) provides public assistance to Solano County residents and assists the recipients towards self-sufficiency. As of December 31, 2013, 89,561 County residents, or 21.2% of the County population were receiving public assistance benefits, up from 60,523 or 14.7% five years earlier. These benefits have a significant impact on the County's economy. For example, in January 2014, the Division issued cash and food benefits that generated at least \$13.6 million in local economic activities, as recipients paid rent and bought food with these funds. E&E provides cash aid to over 5,900 families and over 700 individuals per month, food assistance to over 21,500 families or over 45,600 individual per month, MediCal coverage for over 31,400 families per month, and County Medical Services Program (CMSP) coverage, prior to January 1, 2014, of 8,200 individuals. Many of those served by CMSP have transitioned to MediCal insurance under the Affordable Care Act's expansion of MediCal eligibility criteria.

Welfare Administration

Welfare Administration (WA) and the Special Investigations Bureau (SIB) conduct over 3,000 investigations annually to ensure the prevention and detection of fraud cases. SIB is also responsible for the computation and collection of California Work Opportunity and Responsibility to Kids (CalWORKs) 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

This budget is used to account for expenditures 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.

Child Welfare Services

Child Welfare Services provides four service components of the initial program State legislation passed in 1982 with Senate Bill 14 to implement federal requirements under Public Law 96-272: 1) Emergency Response, 2) Family Maintenance, 3) Family Reunification, and 4) Permanent Placement.

- Emergency Response investigates allegations of neglect or abuse of children and decides whether children can safely remain in their own home. Emergency Response may initiate a service plan to reduce risk factors sufficiently to allow children to remain at home or, if this is not possible, will complete the legal documentation to request the Juvenile Court to order the children into foster or relative care. Emergency Response is available 24 hours a day, seven days a week, to respond to situations in which a child is at imminent risk of abuse or serious neglect.
- Family Maintenance provides time-limited protective services to families in crisis to prevent or remedy abuse or neglect, allowing social workers to work with the family while keeping the child in the home.
- Family Reunification provides time-limited intervention and support services to parents while the children are in foster care to make the family environment safe for the child to return.
- Permanency Placement provides services to those children who cannot return to a parent's custody and for whom no adoptive parents or legal guardians can be found. Permanency Placement services are meant to ensure that these children can grow up in a permanent, safe and secure living arrangement. They include an array of services for foster and former foster youth designed to secure permanency, independence and self-sufficiency. Additionally, permanency placement provides services to transitional aged-youth up to 24 years of age.
- Adoption assists children removed from their homes due to abuse or neglect and who are unable to return to live with their parents. The full range of adoption and support services include concurrent planning, placement of children in adoptive homes, and post-adoptive services to the adopting family and children.
- Out of home placement Services provides children who are removed from their families a variety of settings that allow for a safe, less restrictive, environment to meet their needs and, to the extent possible, allow them to remain in their own schools and communities. These settings include the homes of relative and nonrelated extended family members, licensed state homes, foster family homes and agencies, and group homes.
- Foster Care Eligibility determines the eligibility and funding source that pays for out-of-home placement for children who are placed in foster care by Child Welfare Services and Probation. As part of the eligibility process, foster children are enrolled in MediCal.

Older and Disabled Adult Services

ODAS is responsible for the In-Home Supportive Services (IHSS) program, Adult Protective Services (APS), and the Public Guardian's (PG) Office. IHSS is an 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. APS works with and on behalf of elderly or dependent adults who are being abused or neglected (including self-neglect) and is available 24-hours-a-day, seven-days a week. The Public Guardian's Office provides personal and financial services to individuals who have been conserved by the Court and who are unable to care for themselves and/or not able to manage their own affairs. The Public Administrator's responsibilities are to search for next-of-kin, to authorize the disposition of decedents' remains, and to oversee the distribution of decedents' estates when they have left no direction and/or executor for that purpose.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**Employment and Eligibility Services

- This was a year of significant changes for E&E, in all major program areas largely driven by State required changes. As a result of the tremendous volume of changes that occurred this year, some performance metrics dropped, including timeliness of application processing, the work participation rate, timeliness of expedited services processing, as staff attended training and focused on understanding and implementing the changes.
  - The CalWIN case management system originally implemented in 2005 was updated and modernized to a web based platform. Solano County was an “early adopter” starting in January 2013, allowing staff to get practice using the new system, which has a different user interface than the prior system. Solano staff also played a key role in providing feedback to the vendor to simplify data entry and improve the user experience.
  - In April 2013, over 5,700 Solano County children began to be transitioned from the Healthy Families program into the MediCal program.
  - The CalWORKs Welfare to Work program underwent significant changes to the work requirements and exemptions, which required individual meetings and discussions with all participants to review how the changes impacted them, and to make any necessary modifications to their activities.
  - The CalWORKs and CalFresh programs required reporting cycles changed from quarterly to semi-annual, reducing the number of required reports per year from five (four quarterly plus the annual renewal) to 2 (one semi-annual report and the annual renewal). This should reduce the number of families whose benefits are discontinued due to failure to submit a report.
  - In October 2013, the Affordable Care Act was implemented. California chose to implement the option of expanding MediCal coverage to previously ineligible people with incomes up to 138% of the Federal Poverty Level (\$15,856 for a single person, \$32,499 for a family of four). Solano County established the Center for Healthcare Options and Insurance Coverage Enrollment (CHOICE) call center to accept calls transferred from Covered CA, the State’s health benefit exchange. These transferred calls are individuals who were identified as potentially MediCal eligible, however, CHOICE staff handle their enrollment once the calls are transferred, whether they are MediCal eligible, or are instead eligible for a Covered CA plan, either subsidized or unsubsidized. Through February 2014, 100% of these calls were answered within the 30 second time limit.
  - A Continuous Quality Improvement team, consisting of representatives from Human Resources, the County Administrator’s Office, H&SS Administration, and the division, worked to increase the two year retention rate of Eligibility Benefits Specialist I hires from slightly over 61% to nearly 76% as of January 2014. This team’s efforts identified the use of limited term positions as a cause for high turnover. These findings were used to support the conversion of limited term positions to regular positions, thus decreasing the turnover rate.
- E&ES continued implementing “self-service” initiatives to leverage technology and allow interested applicants and recipients to access services without having to visit an office.
  - Customers can now apply for CalFresh, CalWORKs, and MediCal benefits online using the MyBenefitsCalWIN system. The system was enhanced to add additional features, such as reporting changes and checking benefit balances online, as well as adding the ability to submit CalWORKs periodic reports electronically. In January 2014, 20% of applications for CalWORKs, CalFresh, and/or MediCal were submitted online.
  - In January 2014 out of 30,386 calls to the 24/7 automated inquiry line (Access CalWIN), which provides frequently requested information without the need for staff intervention, 6,385 calls, or 21% were handled by the automated system. For calendar year 2013, over 25% of calls were handled without staff intervention.
- The Division achieved a 95% accuracy rate based on a CMSP Governing Board audit in April 2013, resulting in a bonus of 5% to the FY2013/14 CMSP allocation.
- In 2013, the Division received \$28,200 in incentive payments from the CMSP Governing Board for timely processing of disability referrals for those customers potentially eligible to MediCal.

- E&ES achieved an un-weighted Work Participation Rate (WPR) of 20.8% in Federal Fiscal Year (FFY) 2012/13. The low rate is attributed to the continued economic challenges and State budget saving measures that exempted many parents from participation in Welfare to Work activities, but did not exclude them from the Federal WPR calculation.

Welfare Administration

- The Department continues its successful fully integrated clerical pool model to ensure proficiency in all areas.
- In 2013, SIB continued its trend started in 2012 to expand the use of electronic technology for collections resulting in shorter processing times and better tracking of collections.

Child Welfare Services

- Child Welfare Services (CWS) provided 212 children with intensive Family Maintenance Services since its inception in March 2012 with only nine entering foster care, a major improvement. This effort has helped slow the growth in foster care cases, and mitigating what could have been a significant increase in foster care placement costs. CWS continues to build upon the previous progress with an emphasis on returning children safely to their homes sooner with Intensive Family Reunification services. By providing intensive Family Reunification Services, the goal is to reunify children sooner thereby decreasing the months and/or years a child is in foster care. A new CWS unit was established at FY2012/13 to support this new effort.
- Assembly Bill 12 (AB12) Chaptered September 30, 2010 amended section 17552 of the family code to extend foster care to age 21 by January 1, 2014. As a result, counties across the State have seen caseload growth from this population. Solano County CWS currently has thirty-five (35) young adults taking advantage of this program and twenty-two (22) youth who soon will be eligible. The majority has chosen to transition into Supervised Independent Living Placement and working toward educational and vocational goals; however, the full impacts of this legislative change to Child Welfare Services and other County services/programs are still unknown.
- Child Welfare Services has almost ½ of its Social Workers using iPads in the field providing them access to the statewide database, email and general information. This technology has helped Social Workers manage workloads and respond to the increasing demand for accountability; it also helps with efficiency and creates more time to successfully serve children, youth and families.
- Child Welfare Services has continued to embrace the refinement of practice through Safety Organized Practice (SOP). SOP is family centered, with a focus on behavioral change, not services. SOP is a way of thinking that informs the family and builds a family support network. The program rolled out in four cohorts, starting March 2012 and will end November 2014, when all staff will be trained in SOP which will focus on our mission and vision of keeping children safe in their homes and community.
- Child Welfare Services partnered with Children's Mental Health to respond to the Katie A. Settlement between the State and Courts which requires timely access to mental health services for children in the Child Welfare system. It calls for a redesign of the interface between Child Welfare and Mental Health. Solano County was selected to be part of a learning collaborative to help inform this new system and is developing processes to meet the mission to serve 85 children and youth identified who need coordinated services.

Older and Disabled Adult Services

- This division has successfully completed the first year operation with a State automated payroll and case management system (CMIPS) for the IHSS program. During the implementation compliance rates for re-assessments dropped from 82% to 72%, but are now going back up, currently at 78%. The new system has been a challenge for all California counties including Solano.
- The fraud detection unit in the Older and Disabled Adult Services ODAS continues its close collaboration with its Special Investigations Bureau (SIB) to detect and prevent fraud with an increasing focus on cost avoidance and concurrent quality assurance reviews for open cases. The services are vital to controlling cost in the IHSS program as the number of IHSS cases has been growing. Since FY2011/12, the fraud unit has generated cost savings of more than \$2 million in overpayment avoidance.

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## **WORKLOAD INDICATORS**

### Employment and Eligibility Services

- In December 2013, the Division served 89,561 unduplicated County residents, up from 74,471 in December 2009, and 60,523 in December 2006, an increase of 48% in a seven year period.
- In calendar year 2013, the Benefits Action Center (BAC) caseload of ongoing MediCal and CalFresh recipients increased from 19,822 families in January to 23,237 in December, an increase of over 17%. The number of families receiving benefits in both programs increased from 7,216 to 8,602, or 37% of the people served at the BAC. Staff at the BAC answered an average of nearly 7,400 calls per month.
- In calendar year 2013, the division received applications for an average of 7,590 cases per month, including CalWORKs, CalFresh, MediCal, CMSP, and General Assistance.
- From October 1, 2013 to March 31, 2014, the CHOICE team answered over 1,850 calls from Covered CA, about 1,600 for Solano County residents, and over 250 for residents of other counties, as part of a mutual backup process between counties. Other counties handled 44 calls for Solano County residents. The local offices also experienced increased activity from MediCal applications in person, and using the online MyBenefitsCalWIN application system. In total from December 1, 2013 to April 1, 2014, the number of MediCal recipients in Solano County increased from 74,000 to 89,100 which include 6,400 that transitioned from County Medical Services Program (CMSP).
- Welfare to Work staff completed over 1,600 comprehensive discussions with customers, where they reviewed the new program requirements, changes to exemption criteria, and any needed changes to the customer's employment development plan.
- The largest Eligibility Benefits Specialist I induction training class in the division's history, a cadre of 18, started training in November 2013, and is scheduled to graduate in May 2014. The addition of 10 "trainee" positions in May 2012 has been effective in allowing for larger training classes and more efficient use of trainer resources.

### Child Welfare Services

- Received a monthly average of 266 calls of suspected child abuse and neglect, investigated monthly average of 154 referrals and provided short term services to families when needed.
- Provided 212 children with Intensive Family Maintenance Services to maintain them safely in their own home.
- Reunited 104 Children in 2013 with their parents.
- Provided placement for 352 children. Placement of children with relatives increased from 24.8% in July 2013 to 29.1% in February 2014. During the same period, the number of children and youth in group home settings dropped from 8.6% to 6.3%.
- Staff provided on average 160 monthly supervised visits between children and their parents in our Visitation Center.
- Staff assessed or reassessed the homes of between 12 to 15 relatives a month for placement.
- Staff finalized 51 adoptions in 2013.

### Older and Disabled Adult Services

- This division provided services to approximately 3,050 IHSS recipients (a 5% increase over 2012).
- Staff processed background checks and provided in-person orientations or printed materials for about 1,015 in-home care providers and linked 4,300 providers to 3,050 IHSS recipients.
- Staff in the Fraud Investigation Unit investigates on average 130 reports of adult abuse and neglect each month, an increase of 8% over FY2012/13.
- The Public Guardian's Office provided services to an average of 170 conserved clients each month and 70 public administration cases each month (no increase from last year).

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Welfare Administration

- The Welfare Fraud Investigation Overpayment Recovery Unit computed \$2,051,676 in overpayments in CalWORKs, CalFresh and Welfare-to-Work, an increase of 111% compared to FY2012/13.
- The Welfare Fraud Appeals Unit had a 2% increase in the number of Appeals cases received and decisions rendered from 2012 to 2013. This slight increase (2% rather than 11% over the previous 2 years) is largely due to the increase in EE workers who are better able to mitigate issues prior to clients requesting filing an appeal.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall increase of \$3,399,921 or 3.8% in revenues and appropriations when compared to the FY2013/14 Adopted Budget. The County General Fund contribution of \$4,371,312 has been reduced by \$797,245 or 15.4% primarily due to funding of local match obligations with increases in 1991 and 2011 Realignment Sales Tax revenues.

Primary Funding Sources

The primary funding sources for Social Services' 17 major programs are State Allocations and Federal funds. Federal funding includes: Title IVE Foster Care and Adoptions Assistance, Title XIX MediCal, Title XIX Health Related (CWS, IHSS and APS), Temporary Assistance for Needy Families (TANF) known as CalWORKs, Title XX Community Services, Title IVB Promoting Safe and Stable Families (PSSF) & Child Welfare Services Emergency Assistance, and funds from the Department of Agriculture (CalFresh).

The State funds are used for the following programs: In-Home Supportive Services (IHSS), California Work Opportunity and Responsibility to Kids (CalWORKs), County MediCal Services Program (CMSP) and CalFresh Eligibility. The State of California 2011 Public Safety Realignment legislation diverts 1.0625 cents of sales tax revenues from the State to the counties for the State's share of cost for Adoptions, Child Welfare Services (CWS), Foster Care Administration, 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). The net effect of this new funding mechanism is that the County is now responsible for 100% of the non-federal share of costs in realigned programs. The County has a required share of cost for most of these programs, with the exception of ILP, Promoting Safe and Stable Families, MediCal and CMSP. CalWORKs and CalFresh share County Maintenance of Effort (MOE) of \$1,870,052. Once this CalWORKs MOE is met, the funding for these two programs is 100% State and Federal Funds.

Primary Operating Expenses

Primary costs for Social Services (BU 7680) are: \$60,980,862 for salaries and employee benefits, \$10,586,306 for services and supplies, \$12,750,702 for other charges include \$1,715,658 for countywide administration (A-87) charges, \$117,450 in fixed assets, \$2,518,576 for other financing uses, and \$6,916,746 in intra-fund transfers. Costs of \$1,236,643 for IHSS Public Authority Administration are described separately in (BU 7690).

The primary program costs are as follows:

Employment and Eligibility (BU 7650) with recommended Appropriations of \$52,702,890. Staff accounted for within this cost center includes eligibility workers, employment resource workers, supervisors, clerical staff, accounting staff, managers, and administrators dedicated to eligibility determination and welfare-to-work programs, including CalWORKs, MediCal, CMSP, CalFresh, Refugee and General Assistance.

Welfare Administration (BU 7545) with recommended Appropriations of \$7,056,095 accounts for expenses which include welfare fraud investigators, appeals specialists, accounting staff, clerical staff, and an administrator who receive reports of potential fraud in all social services programs. WA conducts investigations on these reports and also hears appeals from clients regarding decisions made on benefits for assistance programs and IHSS services. Clerical and accounting staff that handles fiscal disbursement functions for the assistance programs is also included in this cost center. Additionally, the Quality Control (QC) unit that includes employment resource workers and a supervisor who review case files for compliance with regulations, primarily for CalWORKs and CalFresh programs, was moved to the Employment and Eligibility Division in FY2013/14.

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Child Welfare Services (BU 7600) with recommended Appropriations of \$20,614,538 accounts for expenses that include the social workers, supervisors, clerical staff, eligibility workers, managers, and administrators dedicated primarily to child protective services. CWS serves families at risk of having their children removed from their custody, and the children who are placed in foster care. Other programs administered are Foster Care Eligibility, Adoptions, Supportive and Therapeutic Options, Family Preservation services, Wrap Around Services, Child Abuse Prevention and contracted Community Services.

Older Disabled Adult Services (BU 7640) with recommended Appropriations of \$9,337,244 accounts for expenses that include social workers, clerical staff, accounting staff, nurses, supervisors, a manager, and an administrator dedicated to providing In-Home Supportive Services (IHSS), Adult Protective Services (APS), and Public Guardian functions.

Special Projects (BU 7675) with recommended Appropriations of \$3,505,434 accounts for expenses that include the Transitional Housing Assistance Program for emancipated foster youth, the CalWIN database and computer system used to determine eligibility for Assistance Programs, and the contract with Hewlett Packard along with other cost associated covered by the CalWIN allocation. This budget unit does not have any permanent staff assigned.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	2,733	3,500	15	(3,485)	(99.6%)
Intergovernmental Rev State	42,361,079	44,926,329	48,935,317	4,008,988	8.9%
Intergovernmental Rev Federal	29,575,725	39,608,802	39,687,432	78,630	0.2%
Charges For Services	1,151,437	703,451	828,971	125,520	17.8%
Misc Revenue	57,453	60,082	0	(60,082)	(100.0%)
Other Financing Sources	0	0	47,595	47,595	0.0%
General Fund Contribution	5,498,724	5,168,557	4,371,312	(797,245)	(15.4%)
<b>TOTAL REVENUES</b>	<b>78,647,151</b>	<b>90,470,721</b>	<b>93,870,642</b>	<b>3,399,921</b>	<b>3.8%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	48,844,263	58,484,141	60,980,862	2,496,721	4.3%
Services and Supplies	8,881,577	10,495,578	10,586,306	90,728	0.9%
Other Charges	9,617,561	12,354,827	12,750,702	395,875	3.2%
F/A Equipment	15,909	67,450	117,450	50,000	74.1%
Other Financing Uses	5,061,513	2,447,352	2,518,576	71,224	2.9%
Intra-Fund Transfers	6,243,363	6,621,373	6,916,746	295,373	4.5%
<b>TOTAL APPROPRIATIONS</b>	<b>78,664,186</b>	<b>90,470,721</b>	<b>93,870,642</b>	<b>3,399,921</b>	<b>3.8%</b>
<b>NET CHANGE</b>	<b>17,035</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
Social Services Division	560.65	605.75	640.15	34.40	5.7%
<b>TOTAL STAFFING</b>	<b>560.65</b>	<b>605.75</b>	<b>640.15</b>	<b>34.40</b>	<b>5.7%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Recommended Budget represents a net increase of \$3,399,921 or 3.8% in revenues compared to the FY2013/14 Adopted Budget. Primarily due to increased funding for Health Care Reform implementation, increases in Health Related funding for IHSS and APS administration, and increases in 2011 and 1991 Realignment. This net increase includes a County General Fund contribution decrease of \$797,245.

State, Federal and Realignment revenues include an increase of \$4,087,618 due to increased funding for cost increases in Eligibility and Employment, Child Welfare Services, and Older and Disabled Adult Services. The additional revenue helps to provide sufficient staffing for current operations and to address the anticipated staffing needs for Health Care Reform, to serve families with children in foster care or at risk of foster care placements, and for growing demands in the In-Home Supportive Services (IHSS) program. Revenues increases are projected for CalWORKs, MediCal, CalFresh, and Title XIX Health related revenue. Title IVE Federal revenue for Child Welfare programs is projected lower due to changes in the calculation of the federal discount rate that provides reimbursement only for Child Welfare cases eligible for federal funding. Revenue generated for



social services programs is reimbursed by the Federal Government and State based on the combination of actual eligible hours worked by staff in specific program areas to provide services to clients. An increase in staffing will increase eligible hours worked dedicated to various programs and will generate associated reimbursements for those hours. The Department's projected increase assumes that the State will continue to provide adequate funding for the Health Care Reform implementation operations.

2011 Realignment provides funding formerly supported through State General Fund Allocations for Child Welfare Services which includes the following components and programs: State Family Preservation, the Transitional Housing Program for foster youth, Adult Protective Services, Foster Care Administration, Child Abuse Prevention, Intervention and Treatment (CAPIT), Independent Living Program, and Adoption Services. The FY2013/14 level of funding mirrored the amounts allocated in FY2011/12 when 2011 Realignment was first implemented. The methodology for the distribution of the 2011 Realignment funding changed in FY2013/14, and the Counties were allocated a set percentage of the projected 2011 Realignment Sales Tax revenue to cover all of the realigned programs. The percentage assured that Counties would not receive any less funding than the 2011 Realignment funding distributed through the AB 118 formulas and percentages in FY2011/12. 2011 Realignment is projected to increase in FY2014/15 by \$244,607 or 3.6% reflecting projected increases in sales tax receipts. Additionally, 1991 Realignment Sales Tax revenues are projected to increase by \$554,805 or 9%. As a result of these increases, HSS can reduce the County General Fund requested for these realigned programs.

The FY2014/15 Recommended Budget for Social Services projects a \$3,399,921 net increase in expenditures compared to the FY2013/14 Adopted Budget. The projected increase results from the following changes in current operations:

Salaries and Benefits are the largest portion of this increase accounting for a \$2,496,721 net increase due the additional positions in FY2013/14 Midyear and Recommended Budget. The positions provide additional staff to address the impact of current and anticipated caseload increases. The most significant factors are the increased cost in salaries of \$2,499,804 a \$761,105 increase in retirement costs, a \$848,704 increase in employer's health insurance costs, offset by a \$1,743,781 increase in Salary Savings, a \$337,855 decrease in Extra Help costs, a \$108,730 decrease in unemployment insurance, and \$51,614 decrease in dental insurance.

Other Charges increased by \$395,875 primarily due to a \$711,652 increase in A-87 overhead charges, increases in Interfund services of 259,098, and a new appropriation of \$646,511 for the In-Home Supportive Services (IHSS) MOE. The MOE expenditure was initially appropriated in the FY2013/14 Midyear Budget. These increases are offset by a \$595,020 decrease in Contracted Direct Services due to reductions to the Transitional Housing Plus contract for emancipated foster youth and reductions to CalWORKs client services contracts. Additional reductions include a \$431,604 decrease in CWS legal fees and a \$168,500 decrease in small projects.

Fixed Assets reflect a net increase of \$50,000 which includes \$30,000 for a computerized numbering system to be installed in the Vallejo Employment and Eligibility Services lobby to improve the flow of clients waiting for appointments; and \$20,000 for a new vehicle for the recently established Vallejo office for Older and Disabled Adults to be used for client visits; \$57,450 for the CWS electronic court noticing and \$10,000 for an ODAS Interactive Voice Response system that has been re-budgeted in FY2014/15. The total requested for fixed assets is \$117,450.

Intrafund Transfers increased by \$297,429 due to increased overhead costs for the H&SS Administration Division which are allocated to all programs throughout the department.

**SUMMARY OF POSITION CHANGES**

Changes in the Division's position allocations since the adoption of the FY2013/14 Budget are provided below:

Welfare Administration

Moved between H&SS Divisions (Welfare Administration 7545 to E&ES Division 7650)

- (4.0) FTE Employment Resources Specialist III
- (1.0) FTE Special Programs Supervisor

Child Welfare Services (Revenue offset with State and Federal Funds)

Moved between H&SS Divisions (Public Health 7800 to CWS Division 7600)

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- 1.0 FTE Social Worker III

Approved at Mid-Year Budget total of 8.9 FTE to support CWS Intensive Family Reunification services

- 1.9 FTE Office Assistant II
- 5.0 FTE Social Worker III
- 2.0 Social Services Supervisors

Older and Disabled Adult Services (Revenue offset with State and Federal Funds)

Moved between H&SS Divisions (Administration 7501 to ODAS Division 7640)

- 1.0 FTE Accounting Clerk I

Add/Delete July 24, 2014, effective December 8, 2013:

- 1.0 FTE Deputy Director Older and Disabled Adult Services
- (1.0) FTE Social Services Administrator

Employment and Eligibility Services

Moved between H&SS Divisions (Welfare Administration 7545 to E&E Division 7650)

- 4.0 FTE Employment Resources Specialist III
- 1.0 FTE Special Programs Supervisor

Approved at Mid-Year Budget a total of 10.0 FTE to support the Family Stabilization component of the CalWORKs program and enrollment staff located on-site at medical facilities, mental health clinics, and correctional settings within the county.

- 3.0 FTE Social Worker III
- 5.0 FTE Eligibility Benefits Specialist I/II
- 1.0 FTE Office Assistant II
- 1.0 FTE Social Services Supervisor

The FY2014/15 Recommended Budget includes the addition of 13.5 FTE positions:

For Older and Disabled Adults (ODAS) it is recommended to add the following 7.5 FTE positions to address an increase in caseload relating to new assessments for both IHSS and APS programs. Due to State and Federal regulatory standards, additional staff is required to comply with requirements for completing initial home visits timely and quality assurance. The positions are funded with State and Federal revenues.

- 1.0 FTE Office Assistant II
- 3.5 FTE Social Worker II
- 3.0 FTE Social Worker III

For Employment and Eligibility Services it is recommended to add 6.0 FTE positions to meet the new requirements of AB74 Family Stabilization in CalWORKs and to provide dedicated supervision for Eligibility Specialist which are outsourced to medical facilities, mental health clinics, and correctional settings. The positions are funded with State and Federal revenues.

- 3.0 FTE Social Worker II
- 1.0 FTE Social Worker III
- 1.0 Eligibility Benefits Specialist III
- 1.0 Eligibility Benefits Specialist Supervisor

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The FY2014/15 Recommended Budget includes the following reclassifications based on Human Resources assessment and determination:

Welfare Administration

- Reclassify 2.0 FTE Accounting Clerk III to 2.0 FTE Accounting Clerk II (effective 7/6/14)
- Reclassify 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II (effective 7/6/14)

Child Welfare Services

- Reclassify 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II (effective 7/6/14)

Older and Disabled Adult Services

- Reclassify 1.0 FTE Accounting Clerk III to 1.0 FTE Accounting Clerk II (effective 7/6/14)

Employment and Eligibility Services

- Reclassify 3.0 FTE Office Assistant III to 3.0 FTE Office Assistant II (effective 7/6/14)

**PENDING ISSUES AND POLICY CONSIDERATIONS**

2011 Realignment provides a dedicated funding source from sales tax for Foster Care, Adoptions, Child Protective Services, and Adult Protective Services. The guidelines are broadly defined to allow counties flexibility in structuring realigned programs. However, cash flow problems for these programs may pose a significant risk to counties since the total amount of funding generated may vary based on sales tax receipts. The State no longer has a share of program costs; the Counties assume the risk of not having sufficient funding for cost increases, especially for Assistance programs where the services are mandated and the County has no discretion regarding the eligibility factors.

The State is currently studying the impact of the Community First Choice Option program on savings in residential placements by implementing this program in six pilot counties. The program provides assistance with activities of daily living to Medicaid recipients who have a chronic illness, medical condition or disability. Services are provided in the home, and many of the eligible residents are now being referred to In Home Supportive Services (IHSS). The IHSS caseload is, therefore, expected to increase.

On Tuesday September 17, 2013, the US Department of Labor announced new regulations that will require overtime pay for the 4,300 Solano County IHSS workers effective January 1, 2015. California counties have been working with the California Department of Social Services and the legislature to develop new guidelines. The guidelines are expected to be completed by June 2014, and will, establish a system for IHSS providers to be paid based on hours capped at a standard 40 hour workweek. This new process is expected to impose additional administrative burdens on counties to track, monitor and regulate overtime and may require additional staff. However, these regulations are not expected to impact the County's share of the IHSS MOE cost for provider wages.

Legislation (SB738) is moving forward to serve Commercially Sexually Exploited Children (CSEC). According to the legislation, "the Federal Bureau of Investigation reports that as many as 100,000 children are commercially sexually exploited each year nationally. Studies show that virtually all exploited children have suffered extensive sexual, physical or emotional abuse and that the majority are involved with, or have been involved with, California's county based child welfare system. The circumstances of abuse and neglect that led to a child's involvement with CWS later leave youth particularly vulnerable to manipulative and abusive exploiters." While timelines are unknown, current efforts are underway to prepare Child Welfare Services to be able to serve this specialized population and handle the increased caseload numbers.

Legislation authorized Continuum of Care Reform (CCR) through Senate Bill 1013 (Chapter 35, Statutes of 2012). W & I code 11461.2 was added that required CDSS to consult with stakeholders to develop recommendations for revisions to the State's current rate setting system and services across the continuum of existing placement settings. It is anticipated that foster care costs will increase, and additional program responsibilities will be added for Child Welfare Services.

The California Department of Social Services has been notified officially that California did not meet the work participation rate requirements for FFY's 2008, 2009, and 2010. The statewide liability for Federal Fiscal Year 2008 is \$47.4 million and for Federal Fiscal Year 2009 it is \$113.6 million. For Federal Fiscal Year 2010, the liability statewide is \$179 million. The Federal

government rejected the State's appeals for all three years, and the State is continuing to pursue other appeal options and is also working on corrective action plans to mitigate the impact of these findings. H&SS will continue to follow this matter closely and encourages the County to consider establishing a designated reserve for this unfunded liability.

**BUREAU PURPOSE**

On March 5, 2002, the Solano County Board of Supervisors established an In-Home Supportive Services (IHSS) Public Authority to act as the Employer of Record for In-Home Supportive Services providers. In addition to serving as the employer of record for IHSS, the Public Authority also provides services to IHSS consumers. Health and Social Services (H&SS) Social Services Division through a Memorandum of Understanding (MOU) with the IHSS Public Authority Board provides the administration for the IHSS Public Authority. This budget unit was established to track revenues and expenditures for staff positions and other operating costs affiliated with the administration of the IHSS Public Authority.

**FUNCTION AND RESPONSIBILITIES**

The H&SS dedicates staff and operating expenditures in this budget to fulfill the requirements for administering the IHSS Public Authority responsibility in the following areas: a) operate a Provider Registry to match screened caregivers with IHSS recipients who need care; b) provide training for IHSS providers and consumers; c) act as the Employer of Record for providers to conduct collective bargaining for wages and benefits; d) administer the IHSS provider health plan benefits, provide support to the IHSS Public Authority Advisory Committee; and e) perform any other functions as necessary for the operations of the Public Authority.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

H&SS in its role as staff support for the Public Authority provide services to the community in various areas of responsibility.

Accomplishments include:

- Maintained an average of 116 available caregivers on the Registry to match with IHSS recipients. Given the average population of IHSS consumers is 3,400, this average is far below the established 10% goal. The reason this occurred is because there was not sufficient staffing in the Public Authority to conduct recruitment, and the candidate pool could not pass background checks. The Public Authority was able to hire additional staff effective December 2013, and set goals to add 150 caregivers by January 2015, and another 100 by July 2015. Since July 2013, the Public Authority has received 212 interest forms and has interviewed 70 individuals. It is critical that sufficient providers are available on the Registry because of the upcoming State plan to limit caregivers to 40 hours per week. We will need many backup providers to assist consumers.
- Had a 53% success rate in matching available providers with IHSS consumers within 20 days. With the addition of another staff who speaks Spanish, the Public Authority can follow up quicker, and provide enhanced services to those clients who live in rural areas or have special needs.
- Provided over 6,000 IHSS consumers and caregivers access to training and information through their website and annual outreach conference. Providing actual training has been an ongoing challenge given the diminishing resources of both governmental and non-governmental entities. The Public Authority staff's number one priority is to recruit sufficient caregivers to the Registry, and will then move on to ensure adequate training.

**WORKLOAD INDICATORS**

During the calendar year of 2013, the H&SS Public Authority staff received and processed 416 referrals from Older and Disabled Services program, resulting in 221 successful matches between providers and consumers. During the same period Public Authority staff assisted in provider enrollment for over 343 individuals, and processed health benefits paperwork for an average of 640 IHSS providers per month, as well as maintained a waiting list of over 482 IHSS providers.

**BUREAU BUDGET SUMMARY**

The Recommended Budget represents an overall increase \$538,809 or 77.2% in revenues and in appropriations, when compared to FY2013/14 Adopted Budget.

Primary Funding Sources

An operating transfer-in of \$1,236,643 from the IHSS Public Authority (BU 1521) provides the revenue to cover the expenditures. Federal and State reimbursement revenue for administrative costs as well as required County General Fund match is also budgeted in (BU 1521).

**7690 – Fund 902-IHSS-Public Authority Admin.**  
**Ann Edwards, Director of Health & Social Services**  
**Public Assistance**

**Social Services Functional Area Summary**

Primary Cost

Primary costs for IHSS Public Authority Administration (BU 7690) are: \$540,752 for salaries and employee benefits, \$110,422 for services and supplies, which includes a contract for Refined Technology, Inc. and \$12,000 to provide the Care Tracker System with technical support to manage the registry and administer the health benefits plan along with a \$25,000 contract with Industrial Employers & Distributors Association (IEDA) to provide consulting services; \$585,469 for other charges which includes \$470,816 for the IHSS MOE, A-87 charges and charges from other Departments; \$22,082 for other financing uses; and \$92,571 in intra-fund transfers.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Intergovernmental Rev State	429,456	0	0	0	0.0%
Charges For Services	16,085	0	0	0	0.0%
Misc Revenue	1,820	0	0	0	0.0%
Other Financing Sources	542,367	697,834	1,236,643	538,809	77.2%
General Fund Contribution	6,520	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>996,249</b>	<b>697,834</b>	<b>1,236,643</b>	<b>538,809</b>	<b>77.2%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	392,579	508,071	540,752	32,681	6.4%
Services and Supplies	81,413	106,150	110,422	4,272	4.0%
Other Charges	13,462	12,959	470,816	457,857	3533.1%
Other Financing Uses	18,485	21,923	22,082	159	0.7%
Intra-Fund Transfers	489,286	48,731	92,571	43,840	90.0%
<b>TOTAL APPROPRIATIONS</b>	<b>995,225</b>	<b>697,834</b>	<b>1,236,643</b>	<b>538,809</b>	<b>77.2%</b>
<b>NET CHANGE</b>	<b>(1,023)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>STAFFING</b>					
In-Home Supportive Services PA	3.75	5.00	5.00	0.00	0.0%
<b>TOTAL STAFFING</b>	<b>3.75</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Increases in expenditures have resulted primarily in salaries and benefits COLA and health insurance increases, in the newly budgeted amount for the IHSS MOE and H&SS Department Overhead. The mechanism has changed for accounting for the County's share of the IHSS Public Authority costs due to the implementation of the IHSS MOE. Instead of having a percentage share of actual expenditures, the County receives a bill each month for the County's IHSS MOE. Therefore, costs are now appropriated as expenditures. The increases in the IHSS Public Authority administration budget do not require any additional County General Fund support in (BU 1520). The revenue for (BU 7690) is an operating transfer in from the dedicated IHSS Public Authority (Fund 152 - BU 1520), where the costs of administering IHSS Public Authority are isolated and claimed for reimbursement.

**SUMMARY OF POSITION CHANGES**

There are no changes in position allocation.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

See Pending Issues and Policy Considerations under BU1521 Fund 152 Public Authority

**DIVISION PURPOSE**

This budget unit tracks financial aid for recipients of mandated social services assistance programs.

**FUNCTION AND RESPONSIBILITIES**

The budget for Assistance Programs does not have assigned personnel; it functions as a means to track expenditures, and Federal/State reimbursements for Solano County Public Assistance Programs. The public assistance programs include California Work Opportunity and Responsibility to Kids (CalWORKs), Refugee Resettlement Program, Adoptions Assistance Program, Foster Care Assistance, In-Home Supportive Services (IHSS) Individual Provider Program, and General Assistance (GA). The Assistance Programs provide mandated services which are offered based on Federal and State eligibility criteria.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Projecting the cost of assistance programs is challenging, given current economic conditions, court decisions and changes in State regulations. Expenditures for General Assistance are supported 100% by the County General Fund. The FY2014/15 budget includes an estimated General Fund contribution of \$2,594,277 based on the current downward trend in caseload. As the economy improves, caseloads tend to be lower, but General Assistance is not always predictable, which makes budgeting for this program a challenge.

In-Home Supportive Services (IHSS) Provider Wages are budgeted at \$7,474,966 that includes the increase required for the IHSS MOE per Statute. This budget reflects only the County share of this Program. The payroll for provider wages is paid by the State, and the County is subsequently billed for the IHSS MOE amount. The use of an MOE methodology remains contingent upon the success of a continuum of care approach for long term care. The State successfully negotiated a waiver agreement with the Federal government last year and has since implemented the Coordinated Care Initiative in eight (8) pilot counties. The State will be tracking the success of these counties in containing the cost of long term care that includes the In-Home Supportive Services Program during the three year pilot program.

The cost of Foster Care is projected to increase for the 442 foster children served by H&SS primarily due to the cost of 27 new AB 12, Extended Foster Care cases but also due to a 2.85% increase to Foster Care Rates implemented in August of 2013. The increased cost is mitigated by the success of the concentrated family maintenance services effort that has provided more intensive case management services in order to maintain at risk children in their own homes, as opposed to having more placements in foster care. In FY2013/14, additional staff was approved for intensive family reunification services designed to reduce the time that a child remains in foster care placement, once that child is removed as well as to step down out of home foster care placements from higher levels where possible. While, over-all decreases in cost may not be realized in the coming fiscal year, the intensive family maintenance and reunification programs are expected to reflect decreases in the cost of foster care placements by reducing new out-of-home placements, reducing time spent in an out-of-home placement and improving outcomes for at risk children.

The cost of Adoptions Assistance is projected to increase which is good news in general since achieving permanent placement for foster children is the desired goal. This increase represents an average of 3 additional children per month being adopted, and also reflects the 2.85% increase in rates imposed by the State in August 2013. The cost per case is increasing by \$51 per month.

Both Foster Care and Adoptions assistance programs are included in the 2011 Public Safety Realignment legislation that redirected Sales Tax revenues to Counties to fund the State's share of these programs. It is assumed that sales tax revenue designated for Adoptions and Foster care will increase in FY2014/15. The Statutes for FY2013/14 provided a funding percentage for each County that conforms to the actual costs incurred for each of the realigned programs in FY2011/12 and subsequent legislation provided constitutional protection for the sales tax funding and mandates for State and Local Governments. Since the County now has 100% responsibility for any costs not covered by Federal funding, increases in what would have been the State's share of program costs are intended to be covered by increases in sales tax revenues. In the event that sales tax revenues are not sufficient, then the cost to the County General Fund will increase. However, projections for FY2014/15 sales tax revenues are good and are expected to be sufficient. Therefore, no additional County General Fund is included in the Recommended Budget for Assistance programs.

CalWORKs Assistance was realigned differently from other programs because the State did a one-time shift of funds from Proposition 63 to fund Mental Health Programs, and in turn shifted 1991 Mental Health Realignment funds to pay for CalWORKs

Ann Edwards, Director of Health & Social Services  
Public Assistance

Assistance costs. To the extent that Mental Health 1991 Realignment funds do not cover the State's share of cost for CalWORKs, the State is continuing to fund their share from State General Fund. This method for covering the State's share of CalWORKs costs is expected to continue in FY2014/15.

During FY2014/15, even with the best projections, there is a possibility that costs for the assistance programs may exceed budgeted appropriations and require a transfer from General Fund Contingency. H&SS and the County Administrator's Office closely monitor expenditures of the Assistance Programs; if adjustments are required they would be made at Midyear and/or Third Quarter.

**WORKLOAD INDICATORS**

The Assistance Budget includes funding for payments only, and does not include expenditures associated with benefit issuance. Operational costs including program staffing are included in the H&SS Social Services and Administration Budgets, and relevant workload indicators are incorporated in those budgets.

**DIVISION BUDGET SUMMARY**

The Recommended Budget represents an overall decrease of \$33,958 or 0.1% in revenues and appropriations when compared to FY2013/14 Adopted Budget. County Contribution of \$8,767,405 remains the same as budgeted in FY2013/14.

The primary funding sources are Federal entitlement funds, State funds, State Realignment dedicated funds, and County General Fund. Federal funds include Foster Care and Adoptions Assistance (Title IVE), CalWORKs or Temporary Assistance for Needy Families (TANF). Assistance programs were realigned in 1991 and in 2011 for non-federal costs and State and County sharing ratios vary by assistance program:

<u>PROGRAM</u>	<u>Prior to 1991 Realignment County Share of Cost</u>	<u>1991 Realignment County Share of Cost</u>	<u>2011 Realignment County Share of Cost</u>
Foster Care	5%	60%	100%
CalWORKs Aid	11%	5%	5%
Adoptions	0%	25%	100%
In-Home Supportive Services Provider Wages	3%	35%	N/A

The primary cost centers for this budget are as follow:

Adoptions Assistance: Recommended appropriation is \$5,857,666 funded by \$2,471,383 in Federal funds and \$3,270,058 in 1991 and 2011 Realignment funds. County General Fund cost is \$116,225.

Foster Care Assistance: Recommended appropriation is \$10,676,418 funded by \$3,323,915 in Federal funds and \$6,596,739 in 1991 and 2011 Realignment Funds. County General Fund cost is \$755,764.

CalWORKs Assistance: Recommended appropriation is \$33,254,867 funded by \$10,531,086 in Federal funds and \$21,859,477 in State and 1991 Realignment funds. The County General Fund portion is \$864,304.

Refugee Assistance: Recommended appropriation is \$11,309 funded by \$11,284 in Federal funds and \$25 in County General Fund for unclaimable Countywide cost allocation plan charges.

General Assistance: Recommended appropriation is \$2,594,277 funded 100% with County General Fund.

County Only Foster Care: Recommended appropriation is \$133,399 funded 100% with County General Fund.

IHSS Individual Provider: Recommended appropriation is \$7,474,966 funded 100% by 1991 Realignment and County General Fund. The County General Fund portion is \$4,303,403. The 1991 Realignment portion is \$3,171,563 and increased by \$259,927 to fund the 3.5% increase in the IHSS MOE. In the event that sales tax revenues decline in future years, these annual 3.5% IHSS MOE increases will require increases in County General Fund.



**Summary of Division Budget**

**7900 – Fund 902-Assistance Programs**  
**Ann Edwards, Director of Health & Social Services**  
**Public Assistance**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	1,051	0	0	0	0.0%
Intergovernmental Rev State	33,836,852	26,897,882	34,897,837	7,999,955	29.7%
Intergovernmental Rev Federal	15,047,244	24,371,581	16,337,668	(8,033,913)	(33.0%)
Misc Revenue	747,503	0	0	0	0.0%
General Fund Contribution	9,824,604	8,767,405	8,767,405	0	0.0%
<b>TOTAL REVENUES</b>	<b>59,457,253</b>	<b>60,036,868</b>	<b>60,002,910</b>	<b>(33,958)</b>	<b>(0.1%)</b>
<b>APPROPRIATIONS</b>					
Other Charges	59,381,648	60,036,868	60,002,910	(33,958)	(0.1%)
Other Financing Uses	1,171,204	0	0	0	0.0%
Intra-Fund Transfers	(1,095,599)	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>59,457,253</b>	<b>60,036,868</b>	<b>60,002,910</b>	<b>(33,958)</b>	<b>(0.1%)</b>
<b>NET CHANGE</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Assistance Programs are funded primarily by Title IVE (Adoptions and Foster Care) and TANF (CalWORKs) federal funds, and 1991 and 2011 Realignment Funds. County General Fund Contribution of \$8,767,405 is used to pay the County share. Changes to revenue and appropriations are presented by program. Factors contributing to the budget changes are the net result of:

Adoptions Assistance Program (BU 7901): An increase of \$351,663 or 6.4% in both revenues and appropriations compared to the FY2013/14 Adopted Budget. The Adoptions program is impacted by a series of California Necessities Index (CNI), rate increases and the changes will increase the average cost of the grant to more than 520 Adoptive Families by \$51 per month. Caseload is expected to increase over the year by approximately 10 cases. CGF is expected to remain at \$116,225.

Foster Care Program (BU 7903): An increase of \$1,019,015, or 10.6% in both revenues and appropriations compared to FY2013/14 Adopted Budget. The increase primarily reflects the cost of 27 new Extended Foster Care cases resulting from the AB 12 legislation. In addition, HSS is providing foster care wraparound services to six families that were not previously in the foster care system to avoid out of home foster care placements. These wrap around services are provided at the same rate as foster care placements. Therefore, the county general fund cost of foster care is increasing in the FY2014/15 budget by \$335,791. The balance of the increased cost is covered by 1991 Realignment revenue. The Requested Budget does not assume foster care rate increases for FY2014/15. The Board's investment in increased CWS staffing to provide intensive family maintenance and family reunification is keeping the cost of foster care out of home placements from escalating even more than the current projected increases.

CalWORKs Assistance (BU 7904): A decrease of \$1,335,040 or 3.9% in both revenues and appropriations, which assumes a 7% drop in caseload partially resulting from changes in program requirements, including reductions in time limits to stay on aid. CGF is decreasing by \$444. The State is providing a 5% grant increase to CalWORKs clients that are to be funded through specially designated 2011 Realignment growth accounts. The cost of these increases is intended to be cost neutral to Counties. If this cost neutrality is implemented then CGF may decrease slightly.

General Assistance (BU 7907): A decrease of \$352,409, in appropriations and CGF contribution is due to a projected average reduction of 200 cases per month in caseload. Even though the number of cases is declining, the cost per case will increase from an average of \$321 to \$369 per case per month. The grants are increasing by 5% because they are tied to the CalWORKs grant increases. Additionally, an increase of \$40 was assessed on most grants for the cost of CMSP medical services, and now with the conversion of CMSP cases to MediCal, this \$40 will be paid to the client instead. However, the combination of reduced caseload offset by grant increases, still results in the projected CGF decrease.

IHSS Provider Wages (BU 7910): An increase of \$259,927 in both revenues and appropriations due to implementation of the IHSS MOE. The IHSS MOE establishes a maximum share of costs for provider wages at \$7,215,039 for FY2013/14, and is

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increasing by 3.5% in FY2014/15 per statute. The increase is covered by 1991 sales tax revenue realignment increases. CGF is not increasing.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Foster Care: AB 12 was approved in FY2010/11 and extends foster care for youths between the ages of 18 to 21 on a voluntary basis; the impact of this new program is more apparent now that 37 foster youth have opted to remain in foster care. Rate increases are not included in the FY2014/15 Requested Budget because information on changes is not available. However, legislation did authorize a Continuum of Care Consortium to review and recommend changes to the State's current rate setting system for all foster care providers. To date, no recommendations have resulted from the work of this consortium but rate increases could be one outcome that would impact the cost of foster care services and would be evaluated at Mid-Year and/or Third Quarter budget projections. Since the County is now responsible for 100% of the non-federal share of this program, increases in County General Fund may occur.

Adoptions: Increases in State mandated rates are driving up the costs of this program and caseload has been increasing, currently projected at approximately 2%. Since the County is now responsible for 100% of the non-federal share of this program, increases in County General Fund may occur.

CalWORKs: As a result of State program changes over the past two years and associated reductions to the CalWORKs caseload, the cost of aid payments to Solano County is much lower, resulting in reduced State and Federal revenue in this program. The Governor's proposed FY2013/14 budget restored some requirements for families to re-engage in work activities, but the changes that reduced time limits for remaining on aid appear to be reducing caseloads in general. Due to the fluctuations in caseload, it is possible that the reduced caseload projected for FY2014/15 may be too optimistic. Increases in County General Fund may occur, but are limited to 2.5% of the total benefits paid to recipients.

**Summary of Other Administered Budgets**

**7500 – Fund 902-H&SS–Department Summary  
Ann Edwards, Director of Health & Social Services  
Health**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	2,813,732	2,984,293	3,776,903	792,610	26.6%
7950 TOBACCO PREVENTION & EDUCATION	150,636	217,368	181,188	(36,180)	(16.6%)
9600 MHSA	16,271,339	13,555,516	15,695,117	2,139,601	15.8%
<b>APPROPRIATIONS</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	2,813,734	2,984,293	3,776,903	792,610	26.6%
7950 TOBACCO PREVENTION & EDUCATION	174,966	217,368	181,188	(36,180)	(16.6%)
9600 MHSA	13,423,811	16,923,691	16,723,735	(199,956)	(1.2%)
<b>NET CHANGE</b>					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	(2)	-	-	-	0.0%
7950 TOBACCO PREVENTION & EDUCATION	(24,330)	-	-	-	0.0%
9600 MHSA	2,847,528	(3,368,175)	(1,028,618)	2,339,557	(69.5%)

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 is a distinct legal entity that serves as the Employer of Record for In-Home Supportive Services caregivers (also known as IHSS providers) in Solano County, established in accordance with California Welfare and Institutions Code section 12301.6. The Solano County Board of Supervisors also serves as the governing Board for this 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 a Public Authority to act as the Employer of Record for IHSS providers. The IHSS Public Authority, a governmental entity separate and distinct from Solano County, established an MOU with the County to provide staff and all administrative services for the IHSS Public Authority.

The IHSS Public Authority operates a Provider Registry of available care providers to match screened caregivers with individuals who need care, or IHSS recipients. The IHSS Public Authority provides training for IHSS providers and recipients. Acts as the Employer of Record for IHSS providers in terms of collective bargaining for wages and benefits; administers the IHSS provider health plan benefits. Provides support to the IHSS Public Authority Advisory Committee, and performs any other functions that may be necessary for the operation of the IHSS Public Authority and/or the delivery of In-Home Supportive Services in Solano County.

In FY2012/13 the State implemented an IHSS MOE which established the County's share of cost for three components, IHSS Program Administration, IHSS Public Authority Administration, and IHSS Provider Wages based on FY2011/12 costs. The legislation built an annual increase of 3.5% to the base amount starting in FY2014/15. This budget unit includes administrative costs incurred by the IHSS Public Authority and health benefits plan costs for IHSS providers. The County General Fund share for IHSS provider wages is included in the H&SS Assistance Programs (BU 7900).

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In FY2011/12, SB1036 established the California In-Home Supportive Services Authority (Statewide Authority) and deemed the authority a joint powers authority separate and apart from the participating parties. Eight pilot counties are now affiliated with this JPA for the purpose of labor negotiations. Based on the success of this JPA, it could expand to assume the responsibility for statewide labor negotiations in 2016.

An IHSS-MOE was also established as an avenue to permanently replace the County's share of cost for the administration of the IHSS program cost in ODAS, IHSS provider wages, and for IHSS Public Authority Administration. The base year utilized to establish the MOE is FY2011/12, and effective July 2014 a built in 3.5% inflation factor is added. This new approach to funding the IHSS program will include moving labor negotiations with IHSS Providers from the local government Public Authority level to the State level over a three year period commencing in FY2013/14. This change is contingent upon the success of the pilot projects in 8 counties. The State's Coordinated Care Initiative (CCI) intends to utilize a managed care approach for all of the components of long term care and to place these components under the State's control which began in April 2014. If the pilot projects are not successful, the legislation (SB1036) allows the State to terminate the CCI project, and collective bargaining would return to the counties and the MOE would revert to the pre-existing 35% of non-federal cost.

The Solano County IHSS Public Authority administers the health benefits plan for an average of 675 IHSS providers. In 2013, the Public Authority provided health benefits to 650 providers with 495 on the waiting list. With the implementation of new automation systems in November 2012 (REVA) and March 2013 (CMIPS II), paid hours, enrollment of providers, and caseloads have risen 1.7% Statewide. While the Public Authority is noting a decrease in requests for health benefits due to the implementation of the Affordable Care Act, IHSS applications have increased by 23% because MediCal eligibility regulations allow more MediCal clients to receive IHSS benefits. As of January 2014, the Public Authority is providing health benefits to 714 IHSS providers, with 470 on the waiting list.

**WORKLOAD INDICATORS**

The dedicated Public Authority Budget 1521 includes the cost of health benefits and the cost of administration as an operating transfer out to the Health and Social Services Department (H&SS) budget 7690, where the staff and operating costs for

administering the Public Authority are appropriated. Relevant workload indicators are incorporated in the Social Services narrative for budget 7690.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall increase of \$792,610 or 26.6% in both revenues and appropriations when compared to the FY2013/14 Adopted Budget. The County General Fund Contribution of \$553,541 remains unchanged for FY2014/15.

The primary funding source for this Budget is Federal Title XIX (MediCal funding), State funds and County General Fund required match. The primary costs appropriated in this budget reflect the cost of health benefits for care providers projected at \$2,530,927 and the cost of administration projected at \$1,236,643.

Symetra Life Insurance Company administers the health benefits program for the home care providers, and is the only contract included in this budget. This agreement is based on Symetra rates for the insurance premiums and adjusted annually. The administrative costs are budgeted as an operating transfer out to the H&SS budget 7690 where the administrative operating staff and expenses are appropriated.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Intergovernmental Rev State	763,406	1,054,976	1,454,896	399,920	37.9%
Intergovernmental Rev Federal	1,546,072	1,375,776	1,768,466	392,690	28.5%
General Fund Contribution	504,254	553,541	553,541	0	0.0%
<b>TOTAL REVENUES</b>	<b>2,813,732</b>	<b>2,984,293</b>	<b>3,776,903</b>	<b>792,610</b>	<b>26.6%</b>
<b>APPROPRIATIONS</b>					
Other Charges	2,271,367	2,286,459	2,540,260	253,801	11.1%
Other Financing Uses	542,367	697,834	1,236,643	538,809	77.2%
<b>TOTAL APPROPRIATIONS</b>	<b>2,813,734</b>	<b>2,984,293</b>	<b>3,776,903</b>	<b>792,610</b>	<b>26.6%</b>
<b>NET CHANGE</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The FY2014/15 Recommended Budget revenues are funded by both a \$392,690 increase in Federal Health Related (Title XIX) revenue and a \$399,920 increase in State revenue.

Increases in appropriations of \$792,610 is primarily due to an increase of \$250,926 for Provider Health Benefits based on current trends for IHSS provider hours projected to increase to approximately 4.2 Million hours in FY2014/15. The cost of Public Authority Administration increasing by \$538,809 as outlined in the explanations for budget 7690, due to a new appropriation amount for the IHSS MOE. Since the implementation of the IHSS MOE, the mechanism for accounting for the County's share of cost has changed. In the past, revenue received for this program excluded the County's share of cost, and County General fund covered costs not reimbursed by State and Federal Revenues. Since the implementation of the IHSS MOE, the State now reimburses the County for 100% of costs incurred, and then bills the County separately for the IHSS MOE, thereby requiring an increase to the appropriations to pay the MOE amount, but not requiring any increases to the County General Fund amounts.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

Under current California Law (SB 1036) only the 8 pilot counties implementing the Coordinated Care Initiative (CCI) are scheduled to have employer of record functions transferred from the County/Public Authority to the State beginning 2014 and into 2015. AB485 is another bill currently pending with the legislator under which proposes for all 58 counties to transfer their employer of record functions to the State effective January 2015.

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The number of IHSS providers that can be covered by health insurance arranged via the public authority will vary in relation to changes in paid hours because the funding for this benefit is based exclusively on reimbursement at \$0.60 per paid provider hour. When the number of paid provider hour's increases, the number of providers that are covered also increases, but must be limited to the total reimbursable amount. The State has proposed a plan to implement a 40-hour a week work cap on providers effective January 2015. It is anticipated that more IHSS caregivers will qualify for expanded MediCal or subsidies through California's health exchange known as Covered California which could change the medical benefit cost in the upcoming year.

**DEPARTMENTAL PURPOSE**

On May 7, 2013 the Solano County Board of Supervisors approved the establishment of the Mental Health Services Act (MHSA) budget unit in accordance with State Welfare & Institutions code (WIC) 5892(f) to facilitate the MHSA County Fiscal Accountability Certification required by the State.

**FUNCTION AND RESPONSIBILITY**

MHSA was established in November 2004, with the passage of Proposition 63. MHSA was the first opportunity in many years that the California Department of Mental Health (DMH) was able to provide increased funding, for personnel and other resources to support County Mental Health Programs. The State also became able to monitor progress of statewide goals for children, transition age youth, adults, older adults and families. MHSA addresses a broad continuum of prevention, early intervention and service needs and the necessary infrastructure, technology and training elements that will effectively support this system. MHSA imposed a 1% income tax on personal income in excess of \$1 million. Statewide, MHSA was projected to generate approximately \$254 million in FY2004/05, \$683 million in FY2005/06 and increasing amounts thereafter. Much of the funding was intended to provide county mental health programs funds consistent with their local plans. Any uncommitted funds during FY2005/06 were to establish county prudent reserve accounts as required by MHSA. Up until this point MHSA funds were allocated in H&SS fund 902.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Mental Health Services Act (MHSA) programs continue to set trends for community oriented mental health prevention and early intervention. In partnership with community providers, MHSA programs provide Mental Health First Aid training, integrated behavioral healthcare, based on a model proven to enhance access for underserved populations, and provide wellness centers that offer a variety of supportive resources in a structured environment to support the seriously mentally ill consumer. Most recently, services to severely mentally ill individuals were expanded to include adults ages 21-65 through Full-Service Partnership Intensive Wrap Around Teams, as well as for children ages 6-17.

**WORKLOAD INDICATORS**

Workload Indicators are included in H&SS Behavioral Health (BU 7780).

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget for MHSA is a combination of \$15,695,117 in revenues and \$1,028,618 from the MHSA Restricted Fund Balance to fund \$16,723,735 in appropriations. MHSA Revenues are directly recognized in this Fund and transferred to H&SS Fund 902 for reimbursable MHSA qualifying expenditures. There is no County General Fund Contribution to this Fund.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	37,866	0	85,888	85,888	0.0%
Intergovernmental Rev State	16,233,473	13,555,516	15,609,229	2,053,713	15.2%
<b>TOTAL REVENUES</b>	<b>16,271,339</b>	<b>13,555,516</b>	<b>15,695,117</b>	<b>2,139,601</b>	<b>15.8%</b>
<b>APPROPRIATIONS</b>					
Other Charges	0	0	11,493	11,493	0.0%
Other Financing Uses	13,423,811	16,923,691	16,712,242	(211,449)	(1.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>13,423,811</b>	<b>16,923,691</b>	<b>16,723,735</b>	<b>(199,956)</b>	<b>(1.2%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(2,847,528)</b>	<b>3,368,175</b>	<b>1,028,618</b>	<b>(2,339,557)</b>	<b>(69.5%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The net Increase in revenues of \$2,139,601 or 15.2% is based on the County share of the State projection for 1% income tax on personal income in excess of \$1 million, and interest income earned on the Mental Health Services Act Fund.

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The decrease of \$199,956 or 1.2% in appropriations is primarily due to a lower transfer amount of MHSA revenues to H&SS Fund 902 for MHSA reimbursable expenditures.

**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**DEPARTMENTAL PURPOSE**

Tobacco Prevention and Education Program (TPEP) is a Health Promotion and Community Wellness program located within the Public Health Division of Solano County Health & Social Services. 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 Prop 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 this revenue is deposited in the Health Education Account, which is administered by the California Department of Public Health (CDPH), Tobacco Control Program (TCP). This program provides funds for 61 Local Lead Agencies, which operate community-based programs to prevent and reduce tobacco use. The Tobacco Prevention and Education Program (TPEP) is designated as Solano County's Local Lead Agency for tobacco control.

TPEP is a Health Promotion and Community Wellness program located within the Public Health Division of Solano County Health & Social Services. TPEP is required by California Department of Public Health, Tobacco Control Program to focus on these major areas:

- Limit tobacco-promoting influences.
- Reduce exposure to secondhand smoke, tobacco smoke residue, tobacco waste and other tobacco products.
- Reduce the availability of tobacco products.
- Promote tobacco cessation services.
- Build local assets to support local tobacco control interventions.

Every three years, TPEP is required to conduct a community-based needs assessment in order to develop and implement health education interventions and behavior change programs at the local level. These interventions are expected to largely focus on policy change, as well as community norm change. TPEP is also required to maintain a community coalition to advise TPEP and H&SS.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In 2013, 13 community members, including the Tobacco Education Coalition and other stakeholders, conducted extensive Communities of Excellence in Tobacco Control Assessment for Solano County. Based on these findings, TPEP developed a comprehensive tobacco control plan covering three years (2014-2017).

**WORKLOAD INDICATORS**

- In 2013, TPEP recruited and trained 83 adult and youth volunteers to conduct surveys in 210 Solano stores that sell tobacco in order to identify types of products sold, promoted, advertised, and retail cost.
- In 2013, TPEP provided two trainings to the Solano County Tobacco Education Coalition and the community and more than 34 community members attended the events.
- In 2013, TPEP working with Solano County youth, community partners, and elected officials, conducted community education was able to secure the adoption of resolutions by Vallejo City Council; Dixon Unified School District Board; and Fairfield-Suisun Unified School District Governing Board to encourage US Food and Drug Administration regulation of menthol in cigarettes and the use of artificial flavors or other flavoring additives in other tobacco products.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall decrease of \$36,180 or 16.6% in both revenues and appropriations when compared to its FY2013/14 Adopted Budget. There is no County contribution to this budget. The primary funding source for TPEP is the State of California Tobacco Prevention and Education Fund Allocation.

**7950 – Fund 390-Tobacco Prevention & Education**  
**Ann Edwards, Director of Health & Social Services**  
**Health/Hospital Care**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	636	425	300	(125)	(29.4%)
Intergovernmental Rev State	150,000	216,943	180,161	(36,782)	(17.0%)
Charges For Services	0	0	727	727	0.0%
<b>TOTAL REVENUES</b>	<b>150,636</b>	<b>217,368</b>	<b>181,188</b>	<b>(36,180)</b>	<b>(16.6%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	12,066	315	376	61	19.4%
Services and Supplies	28,830	80,303	28,312	(51,991)	(64.7%)
Other Charges	3,155	1,117	48	(1,069)	(95.7%)
Other Financing Uses	130,915	135,633	152,452	16,819	12.4%
<b>TOTAL APPROPRIATIONS</b>	<b>174,966</b>	<b>217,368</b>	<b>181,188</b>	<b>(36,180)</b>	<b>(16.6%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>24,330</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

A decrease in revenues of \$36,180 is primarily due to a lower fund balance available for this program.

A decrease in expenditures of \$36,180 is primarily due to a decrease of \$51,991 in consulting services offset by a \$16,819 increase in personnel cost reflected under a transfer out to Public Health.

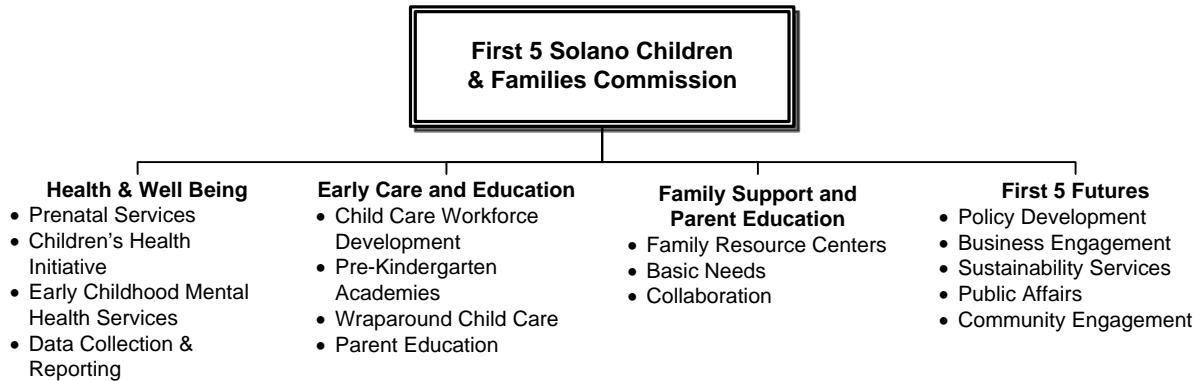
**SUMMARY OF POSITION CHANGES**

There are no positions allocated to this budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Fund allocations to Counties have been gradually decreasing as smoking rates in California have been decreasing; however, this is both anticipated and desired.

TPEP continues to work on the implementation of the 2014-2017 Comprehensive Tobacco Control Plan.



**DEPARTMENTAL PURPOSE**

First 5 Solano Children and Families Commission (First 5 Solano) exists to develop and support programs and partnerships that improve the lives of young children, their families and their communities. First 5 Solano was created as a result of Proposition 10, approved by California voters in 1998, which established a dedicated funding source for services for children ages birth to five utilizing surtaxes on the sale and distribution of tobacco products. There are both a state-level First 5 Commission and 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, designed to decline over time, cannot be used to supplant existing programs and/or services.

First 5 Solano's strategic investments of almost \$6.8 million annually are used to support an additional \$7 million in local, State, Federal and foundation dollars for Solano County's

youngest children. First 5 Solano supports community grants that address the health, well-being, social, cognitive, academic and emotional 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.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	6,339,800
FY2014/15 Recommended:	6,785,582
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	7.0

**FUNCTION AND RESPONSIBILITIES**

First 5 Solano funds local community and faith-based organizations, government agencies, and school districts which offer programs and services that align with the following Strategic Plan Priority areas: Health and Well-Being (prenatal, early childhood mental health and children's health services); Early Care and Education (child care workforce development, child care quality improvement, pre-Kindergarten academies and child care wraparound services); and Family Support (family resource center, housing supports and parent education services). First 5 Solano is also implementing a "First 5 Futures" initiative designed to generate funding from alternative sources to expand and sustain vital young children's programs and offers legacy system services such as hosting a "meta-collaborative" and a data collection/reporting system for its grantees. First 5 Solano directly operates several programs, such as partnering with the business community, distributing the "Kit for New Parents," supporting and participating in community events, and pursuing policies that strengthen the infrastructure and safety net services for children ages 0-5 and their families. The Commission also supports the countywide antipoverty/pro-prosperity "Solano Safety Net Summits on Poverty" movement which aligns with the 9-county "Rise Together" movement to cut Bay Area poverty in half in 10 years.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Completed the second year of implementation the First 5 Commission's updated Strategic Plan with a 2012-2015 Program Investment Plan of over \$14 million in programmatic investments to support the Commission's mission and vision for

Christina Arrostuto, Executive Director  
Health

Solano County’s young children and their families.

- Supported the successful Help Me Grow meta-collaborative national affiliation creating a system of care that connects at-risk children with the services they need.
- Screened, assessed, and referred into appropriate treatment over 1,000 children at risk for serious mental/developmental needs, lessening the chances and/or severity of future special education and other service needs.
- Kept over 175 young children at risk of foster care system involvement safe in their homes and communities through neighborhood-based, multi-disciplinary team home visiting and case conferencing.
- Supported affordable access to health insurance coverage for over 900 young children.
- Provided 426 children pre-kindergarten educational opportunities through Pre-Kindergarten Academies. The children showed improvements in social and learning skills and were more prepared to enter Kindergarten while their parents were more likely to stay involved and support their child’s schooling.
- Partnered for a second year with the Solano County Fair to make available the Breast Feeding Friendly Express Van during World Breastfeeding Week, providing breastfeeding moms visiting the fair a safe and comfortable location to nurse their children and information/education to hundreds of young families.

**WORKLOAD INDICATORS**

- During the period of July 1, 2013 – June 30, 2014, First 5 Solano managed 42 direct-service contracts for over \$4.3 million, which provided services to approximately 7,000 children and 8,000 parents/guardians.
- The Commission issued a two-year Parent Information Calendar for 2014 and 2015, featuring tips and resources on a wide variety of early childhood topics of interest to parents and caregivers.
- First 5 Solano helped support the second successful countywide “Opportunity Conference” which targeted young mothers living in poverty to connect them to informal mentors and help them move out of poverty. Solano County was awarded the National Association of Counties Achievement Award for its anti-poverty work.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
FIRST 5 SOLANO	4,470,235	4,078,533	4,118,105	39,572	1.0%
<b>TOTAL REVENUES</b>	<b>4,470,235</b>	<b>4,078,533</b>	<b>4,118,105</b>	<b>39,572</b>	<b>1.0%</b>
<b>APPROPRIATIONS</b>					
FIRST 5 SOLANO	5,511,476	6,440,239	6,785,582	345,343	5.4%
<b>TOTAL APPROPRIATIONS</b>	<b>5,511,476</b>	<b>6,440,239</b>	<b>6,785,582</b>	<b>345,343</b>	<b>5.4%</b>
<b>CHANGE IN FUND BALANCE</b>					
FIRST 5 SOLANO	1,041,242	2,361,706	2,667,477	305,771	12.9%
<b>CHANGE IN FUND BALANCE</b>	<b>1,041,242</b>	<b>2,361,706</b>	<b>2,667,477</b>	<b>305,771</b>	<b>12.9%</b>
<b>STAFFING</b>					
FIRST 5 SOLANO	7	7	7	0	0.0%
<b>TOTAL STAFFING</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>0.0%</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$39,572 or 1.0% in revenues and an increase of \$345,343 or 5.4% in appropriations when compared to the FY2013/14 Adopted Budget. The FY2014/15 Recommended Budget represents the third

year of implementing the Commission’s 2012-2015 Program Investment Plan.

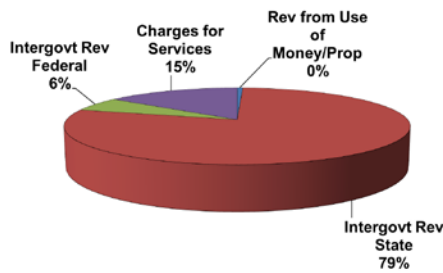
As designed, the primary funding source for First 5 Solano (Proposition 10 Tobacco Tax) is declining. However, community need and benefits of First 5 have continued to grow. To meet this challenge, the Department continues in its “First 5 Futures” Initiative to sustain services in the community by replacing up to half of First 5 Solano’s revenues with alternative sources of funding from other government and foundation grants and business partnerships. In addition to its highly successful leveraging efforts (bringing in 59 cents for every 41 cents of First 5 Solano funds allocated), the Commission has also secured over \$2.3 million in other revenue sources for community programs.

First 5 Solano’s primary cost centers are grant-funded initiatives and internally-run programs and services. First 5 Solano will continue the third year of a 3-year funding cycle in FY2014/15, with over 40 contracts totaling over \$14 million over 3 years for services to children ages 0-5 and their families.

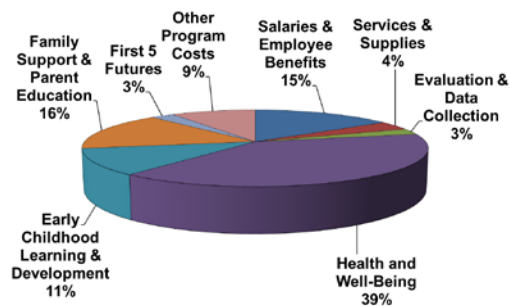
**DEPARTMENTS COMMENTS**

None.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	72,673	36,438	24,849	(11,589)	(31.8%)
Intergovernmental Rev State	3,650,050	3,344,782	3,246,085	(98,697)	(3.0%)
Intergovernmental Rev Federal	185,091	241,313	241,313	0	0.0%
Charges For Services	456,000	456,000	605,858	149,858	32.9%
Misc Revenue	106,420	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>4,470,235</b>	<b>4,078,533</b>	<b>4,118,105</b>	<b>39,572</b>	<b>1.0%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	891,145	949,359	1,047,862	98,503	10.4%
Services and Supplies	106,947	195,916	207,195	11,279	5.8%
Other Charges	4,478,589	5,259,238	5,494,730	235,492	4.5%
Other Financing Uses	34,791	35,726	35,795	69	0.2%
Intra-Fund Transfers	4	0	0	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>5,511,476</b>	<b>6,440,239</b>	<b>6,785,582</b>	<b>345,343</b>	<b>5.4%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,041,242</b>	<b>2,361,706</b>	<b>2,667,477</b>	<b>305,771</b>	<b>12.9%</b>

Christina Arrostuto, Executive Director  
Health

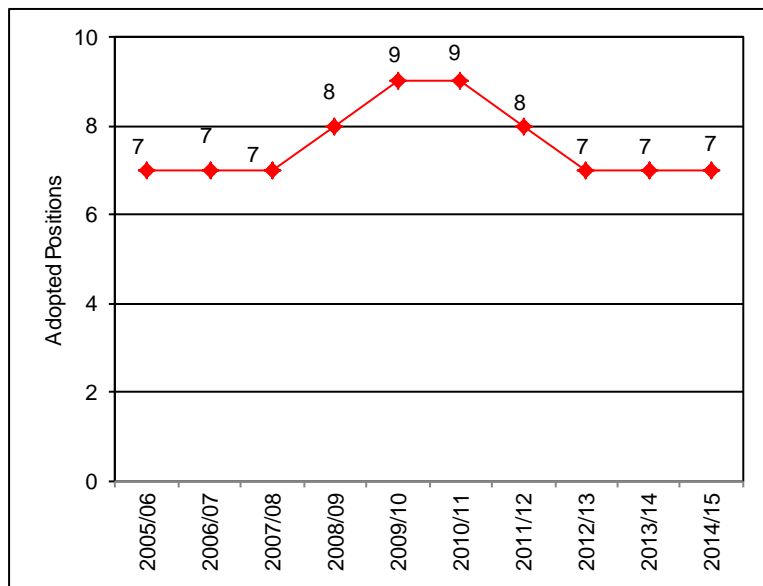
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

As designed, Proposition 10 tobacco taxes continue to decline as Californians stop smoking. However, funding for the 2012-2015 Program Investment Plan is stable thanks to the Commission’s vision and intention in establishing a Long Term Financial Plan to strategically spend down reserves, as well as its highly successful leveraging practices. As an example of the successful leveraging, in FY2014/15, Health & Social Services has increased its Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) matching funds to First 5 from \$456,000 to \$600,000.

**SUMMARY OF POSITION CHANGES**

There are no changes in the positions allocation.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

Of its \$6.7 million Recommended Budget, First 5 Solano currently holds contracts with H&SS amounting to approximately \$1.5 million annually. Thus, significant changes at the State and Federal level to health and social services programs could directly impact First 5 programs.

FY2014/15 is the final year of a three-year funding cycle. During FY2014/15, the First 5 Commission will be developing a Program Investment Plan for funding beyond June 30, 2015. First 5 Solano currently holds reserves that would allow for continued funding at current levels for approximately 3 years beyond FY2014/15. The Commission could choose to reduce future annual funding in order to spread remaining reserves over a longer period.

**Summary of Other Administered Budgets**

**1530 – Fund 153-First 5 Solano  
Christina Arrostuto, Executive Director  
Health**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
1570 GRANTS/PROGRAMS ADMIN	210,779	247,582	797,289	549,707	222.0%
<b>APPROPRIATIONS</b>					
1570 GRANTS/PROGRAMS ADMIN	163,344	247,582	797,289	549,707	222.0%
<b>NET CHANGE</b>					
1570 GRANTS/PROGRAMS ADMIN	47,436	0	0	0	0.0%

A summary of the budgets administered by First 5 Solano is provided on the following pages.

**Christina Arrostituto, Executive Director  
Health**

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**DEPARTMENTAL PURPOSE**

This Budget Unit 1570 was established to track CAO/First 5 Solano’s administration, and program cost related to Solano Children’s Alliance and other board of Supervisor approved programs/contributions outside of the scope of First 5 Solano Children and Families Commission.

**FUNCTION AND RESPONSIBILITIES**

The Solano Children’s Alliance (SCA) was formed by the Board of Supervisors in 1982 and charged with advising the Board on children’s issues, with the aim of helping to improve the lives of children in Solano County through education, advocacy, coordination of community services and community-based collaborative. In 2013, the Solano Child Abuse Prevention Council (CAPC) was merged with the SCA, and incorporated the CAPC mission of ensuring the safety, well-being, and protection of all children and families in Solano County. The SCA is staffed through a contractual agreement with the Children’s Network of Solano County to analyze budgets and policies, make recommendations to local and State leaders, and apportion funds earmarked for local children and families.

This Budget Unit also includes a County Contribution to the Solano Child Care Local Planning Council (LPC), whose mission is to ensure that all families and children in Solano County have access to quality and affordable child care. The LPC is primarily funded and operated by the California Department of Education.

Contributions have also been made since FY2012/13 to support the Baby Coach program, with the ultimate goal of healthy pregnancies and healthy birth outcomes. Baby Coach Staff train volunteer coaches to work with high-risk expectant mothers and mothers with infants through pregnancy, delivery and the child’s first year with parent education and support, and also links mothers to resources in the community.

In addition to the contracts mentioned above, in FY2014/15, CAO/First 5 Solano will assume responsibility for management of a number of Family Resource Center contracts for families with children aged 6-18. These contracts were formerly administered by the Health and Social Services Department. First 5 Solano already manages similar First 5-funded contracts with the same entities for children ages 0-5 to for same/similar purposes – to increase high-risk families’ access to county-wide, integrated, and evidence-based family strengthening services to improve family stability, and reduce child abuse and neglect. The contracts for families with children aged 6-18 are funded through Children’s Trust fund and contributions from the County General Fund.

Lastly, First 5 Solano participates in the Solano Safety Net Summit on Poverty (SNS) activities, with the goal of reducing poverty by half in ten years. To that end, First 5 Solano acts as a fiscal agent for a grant from the United Way of the Bay Area. Funding supports the SNS Steering Committee, a website, workgroups and anti-poverty events such as the Opportunity Conference, as well as other activities related to reducing poverty in Solano and the Bay Area.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The Child Abuse Prevention Council was merged with the Solano Children’s Alliance in 2013. This merger required the creation of a new set of Bylaws, including revised membership categories which have been filled. The new Bylaws, approved by the Board of Supervisors in April 2013 are designed to fulfill the mission of this new group and maximize their effectiveness, while ensuring that legal mandates related to children are addressed.

On March 15, 2014, the Children’s Alliance and community partners convened the First Annual Children & Families Policy Forum “Investing in our Children and Youth: It Makes Perfect Cents” to discuss the major issues affecting children and families with State and local policymakers and shared information and began work on a set of initiatives for children.

**WORKLOAD INDICATORS**

Increase in the number of contracts from two to nine.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an overall increase of \$549,707 or 222.0% in revenues and appropriations when compared to the FY2013/14 Adopted Budget. The increase in both revenues and appropriations is mainly due to the transfer of Family Resource Center contracts from Health & Social Services budget to this budget unit under the oversight of First 5 Solano.



The Recommended Budget includes a General Fund Contribution of \$645,657 which represents a General Fund Contribution increase of \$493,020 offset by a decrease in General Fund Transfer In of \$78,613 for a net increase of \$414,407 from the FY2013/14 Adopted Budget primarily due to the inclusion of funding for the Family Resource Center contracts.

See related Budget Unit 9136 – Fund 151 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	152	0	0	0	0.0%
Charges For Services	30,524	16,332	126,632	110,300	675.4%
Misc Revenue	0	0	25,000	25,000	0.0%
Other Financing Sources	50,000	78,613	0	(78,613)	(100.0%)
General Fund Contribution	130,103	152,637	645,657	493,020	323.0%
<b>TOTAL REVENUES</b>	<b>210,779</b>	<b>247,582</b>	<b>797,289</b>	<b>549,707</b>	<b>222.0%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	150,844	185,082	0	(185,082)	(100.0%)
Other Charges	12,500	62,500	797,289	734,789	1175.7%
<b>TOTAL APPROPRIATIONS</b>	<b>163,344</b>	<b>247,582</b>	<b>797,289</b>	<b>549,707</b>	<b>222.0%</b>
<b>NET CHANGE</b>	<b>(47,436)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The Solano Children’s Alliance (SCA) is funded through a combination of County General Fund and Children’s Trust Fund dollars. The Children’s Trust Fund is supported through birth certificate fees and donations which in recent years the funding has been declining. The SCA is responsible for making recommendations on the use and appropriation from Children’s Trust Fund. In May 2013 the SCA recommended an appropriation of \$126,632 for FY2013/14 with the following allocations: \$100,300 to FRCs, \$10,000 for FRC coordination, and \$16,332 for Children’s Alliance/CAPC. This same amount is being requested for FY2014/15 and will be pending Children’s Trust Fund availability.

The General Fund Contribution of \$118,750 in the FY2014/15 Recommended Budget for the SCA/CAPC is the same funding level as the FY2013/14 Adopted Budget.

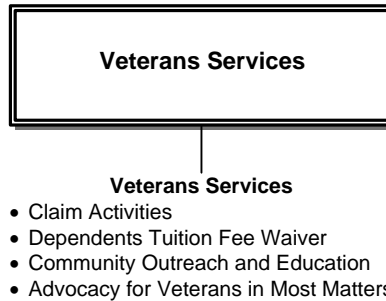
The General Fund Contribution of \$439,407 for the transferred FRC contracts in the FY2014/15 Recommended Budget for FRC coordination is the same funding level as the FY2013/14 Adopted Budget formerly under H&SS.

The FY2014/15 General Fund Contribution of \$25,000 for Baby Coach is a \$25,000 (50%) decrease from the FY2013/14 Adopted Budget. This is due to \$20,000 of funding secured through the First 5 Solano BabyFirst Solano program and \$5,000 secured from an outside grant.

The General Fund Contribution of \$12,500 in the FY2014/15 Recommended Budget for the Local Child Care Planning Council is the same funding level as the FY2013/14 Adopted Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Children’s Network and the Family Resource Centers receive funding from the County General Fund and Children’s Trust Fund. The Children’s Trust Fund revenues have been declining over the last few years. One of the responsibilities of the Children’s Alliance is to make recommendations regarding the use of the Children’s Trust Fund. The FY2014/15 Recommended Budget includes status quo funding; however, the Children’s Alliance may suggest a reduced appropriation for FY2014/15 if this occurs, the budgets for the Children’s Network and Family Resources Centers would need to be reduced.



**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>	
FY2013/14 Third Quarter Projection:	510,535
FY2014/15 Recommended:	440,679
County General Fund Contribution:	310,679
Percent County General Fund Supported:	70.5%
Total Employees (FTEs):	4

**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**

- Expanded publication of the Solano Veterans Scene column from the Daily Republic newspaper to other publications in Solano County, including the Reporter online edition and the Dixon Tribune.
- Expanded outreach services to active-duty service members as part of the Transition Assistance program (TAP) at Travis Air Force Base (TAFB) to three full days a week. TAP allows the active-duty member to begin the VA claims process prior to separation in order to receive a faster decision on their claims.
- Expanded bi-monthly visits to weekly visits to the Solano County Jail to facilitate outreach to incarcerated veterans. The CVSO assists these veterans in getting released to residential treatment facilities, which is funded by the federal Department of Veteran Affairs, and help plan for the release of inmates so as to start their benefits, housing and medical care immediately upon release.
- Designated a volunteer to assist in public outreach to locate unclaimed remains of veterans and determination of whether the remains are eligible for burial at the Sacramento Valley National Cemetery as part of the Missing in America Project organization, a non-profit corporation and a branch of the American Legion as the designated veterans' remains organization.
- Successfully has expanded the use of volunteers to provide assistance, and outreach to Veterans on programs and services.

**WORKLOAD INDICATORS**

For the period of July 1, 2012 through June 30, 2013, the CVSO:

- Obtained new and increased monthly claims benefits of over \$1 million, which is more than \$12.4 million on an annualized basis in new benefit payments. In addition, over \$8.4 million in one-time benefits, which consists of single and retroactive benefits were received by veterans or their dependents.

From July 1, 2013 through April 30, 2014, the CVSO:

- Assisted in filing 2,846 claims for benefits to veterans, their dependents or survivors.
- Assisted 1,760 separating service members from TAFB in applying for benefits as part of the TAP.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
VETERANS SERVICES	192,614	145,000	130,000	(15,000)	(10.3) %
<b>TOTAL REVENUES</b>	<b>192,614</b>	<b>145,000</b>	<b>130,000</b>	<b>(15,000)</b>	<b>(10.3) %</b>
<b>APPROPRIATIONS</b>					
VETERANS SERVICES	446,356	459,161	440,679	(18,482)	(4.0) %
<b>TOTAL APPROPRIATIONS</b>	<b>446,356</b>	<b>459,161</b>	<b>440,679</b>	<b>(18,482)</b>	<b>(4.0) %</b>
<b>NET COUNTY COST</b>					
VETERANS SERVICES	253,742	314,161	310,679	(3,482)	(1.1) %
<b>NET COUNTY COST</b>	<b>253,742</b>	<b>314,161</b>	<b>310,679</b>	<b>(3,482)</b>	<b>(1.1) %</b>
<b>STAFFING</b>					
VETERANS SERVICES	4	4	4	0	0.0 %
<b>TOTAL STAFFING</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>0.0 %</b>

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decreases of \$15,000 or 10.3% in revenues and \$18,482 or 4.0% in appropriations when compared to its FY2013/14 Adopted Budget. As a result, Net County Cost decreased by \$3,482 or 1.1%. The CVSO is primarily funded by the General Fund.

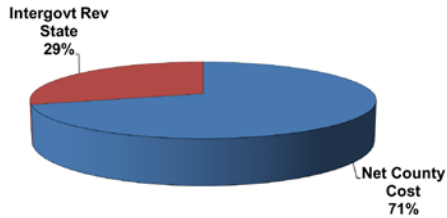
The decrease in revenues is attributable to a reduction of \$25,000 in Prop 63 (Mental Health) funding; however, this is offset by an increase in the subvention funding received from California Department of Veterans Services (CalVet). The subvention program provides \$2.6 million statewide to help offset costs to counties for providing services to veterans. This funding is distributed based on individual counties' workload data. Solano County has consistently ranked in the top 5 or 6 counties for workload, and consequently, for Subvention funding received. Through the efforts of the CVSO, millions of dollars are brought into the county that benefits Solano County's economy.

The decrease in expenditures is primarily due to reduction in Countywide Administrative Overhead charges.

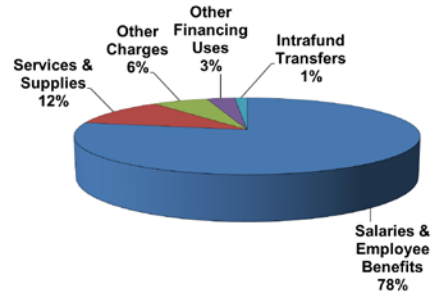
**DEPARTMENT COMMENTS**

The CVSO continues to concentrate on outreach activities and efforts that increase veteran awareness of the VA benefits that they are entitled to; and thereby, increasing the number of veterans receiving benefits. The end result increases the federal benefit dollars coming into Solano County. In addition, the office continues to use volunteers and collaborations with the Federal Veterans Administration to assist veterans with no additional cost to the County.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Intergovernmental Rev State	192,614	145,000	130,000	(15,000)	(10.3%)
<b>TOTAL REVENUES</b>	<b>192,614</b>	<b>145,000</b>	<b>130,000</b>	<b>(15,000)</b>	<b>(10.3%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	318,187	329,450	344,033	14,583	4.4%
Services and Supplies	49,013	48,375	50,092	1,717	3.5%
Other Charges	61,170	61,720	26,964	(34,756)	(56.3%)
Other Financing Uses	13,143	13,616	13,590	(26)	(0.2%)
Intra-Fund Transfers	4,844	6,000	6,000	0	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>446,356</b>	<b>459,161</b>	<b>440,679</b>	<b>(18,482)</b>	<b>(4.0%)</b>
<b>NET COUNTY COST</b>	<b>253,742</b>	<b>314,161</b>	<b>310,679</b>	<b>(3,482)</b>	<b>(1.1%)</b>

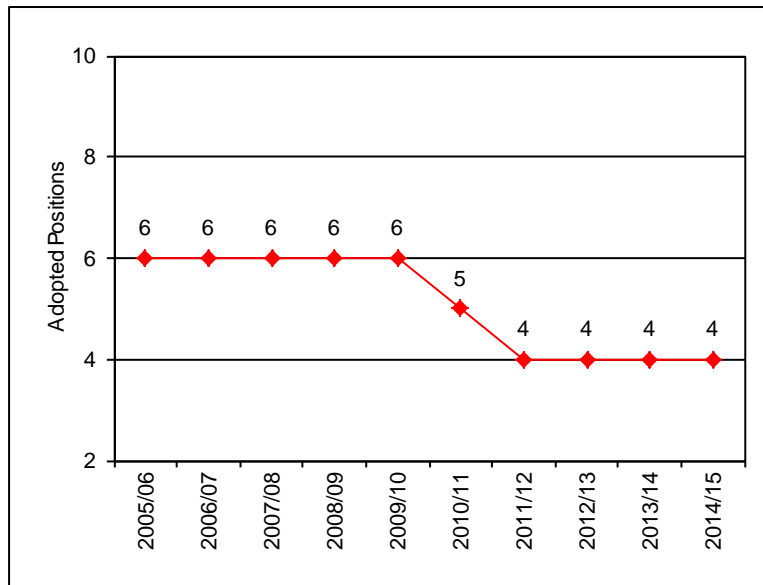
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

A vacant limited term Veterans’ Benefits Counselor will expire on June 30, 2014. This position was funded with additional one-time Subvention funding to expand services to local veterans as a result of the Governor’s signing of AB 101 in 2013.

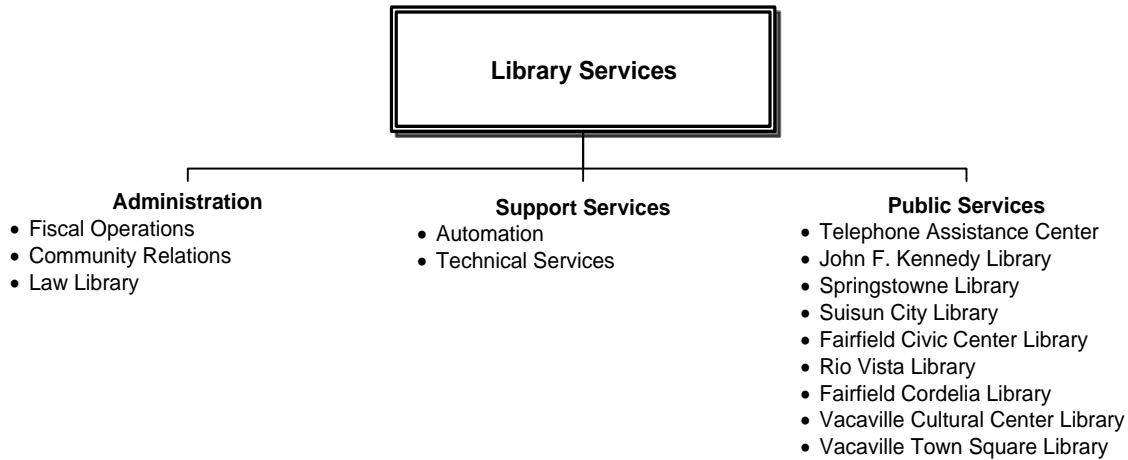
**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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**DEPARTMENTAL PURPOSE**

The Solano County Library was established by the Board of Supervisors on April 6, 1914 under the County Free Library Law that was passed by the State legislature in 1909. Today, county libraries come under Education Code Title 1, Division 1, Part 11, Chapter 6, Articles 1-3, sections 19100-19180, which states, in part, that the Board of Supervisors may establish and maintain a county free library. There is no specific mandate related to the establishment of a County Free Library nor is a specific level of service required.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	17,337,510
FY2014/15 Recommended:	18,070,943
County General Fund Contribution:	251,629
Percent County General Fund Supported:	1.3%
Total Employees (FTEs):	108

**FUNCTION AND RESPONSIBILITIES**

The Solano County Library provides a full complement of hours, services and programs at eight branches in the cities of Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo. In addition, the Library offers a virtual branch with online services available 24-hours a day, seven-days a week. The Department also operates the County Law Library. The Library provides free use of books, magazines, newspapers, compact discs, DVDs, CD-ROMs, electronic books, government documents, and online databases and resources; staff to assist library customers looking for information and to answer their questions; staff who develop and present reading programs for children, conduct class visits and instructional tours, and offer special informational programs for all age groups; literacy tutoring for adults and families with limited reading skills and for English-as-a-Second Language (ESL) learners; a pediatric literacy program, Reach Out and Read; access to an online catalog, information and research assistance as well as tutoring services for students and lifelong learners; access to computers for personal computing needs as well as technology training in computer centers located in most of the Library’s branches; and partnerships with other government agencies or community groups that directly benefit customers including Children’s Network of Solano County, Solano Childcare Planning Council, Foster Youth Education Project, Solano Community Foundation, City of Fairfield Quality Neighborhood Program, Nonprofit Partnership Program, City of Vacaville, and Vacaville Senior Roundtable.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- The Library added two new free services for the community. Discover & Go is a service that customers can use to get free and discounted passes to local museums and cultural institutions. Zinio, the world’s largest newsstand offers full color, interactive digital magazines which can be downloaded to any device.
- Continued to address the Department’s operational funding deficit through further streamlining methods to maintain hours and other services promised during the Measure B sales tax campaign in 1998 and again with the Measure L campaign in 2012. Because the Department has “kept its campaign promises,” the citizens overwhelmingly approved a renewal of the

**6300 – Fund 004-Library**  
**Bonnie Katz, Director of Library Services**  
**Library Services**

**Functional Area Summary**

sales tax in June 2012 which has stabilized the Department’s funding and as the local economy recovers sales tax revenues should increase.

- Partnered again with the United Way and Internal Revenue Service on the “Earn It! Keep It! Save It!” program, providing low to moderate income households with free, quality tax return preparation.
- Received another “Compassion to Action” grant from the California State Library which paired the reading and discussing of the book *The Circuit* by Francisco Jimenez with volunteer opportunities for the literacy program, which is supported by the Library and its partners. This culminated with a visit by the author in December which was attended by over 200 families including school classes.

**WORKLOAD INDICATORS**

During the period of July 1, 2012 – June 30, 2013:

- The Library circulated 3,426,592 in library materials.
- 1,778,945 people visited the library branches.
- 610,747 people “virtually” visited the library at solanolibrary.com
- Volunteers donated 36,127 hours of time.

<b>DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
LIBRARY ADMINISTRATION	15,810,511	16,510,117	15,228,509	(1,281,608)	(7.8%)
PUBLIC SERVICES	689,436	411,973	327,631	(84,342)	(20.5%)
SUPPORT SERVICES	440,080	506,298	561,864	55,566	11.0%
<b>TOTAL REVENUES</b>	<b>16,940,027</b>	<b>17,428,388</b>	<b>16,118,004</b>	<b>(1,310,384)</b>	<b>(7.5%)</b>
<b>APPROPRIATIONS</b>					
LIBRARY ADMINISTRATION	2,716,540	3,061,931	3,117,646	55,715	1.8%
PUBLIC SERVICES	9,277,975	9,474,407	10,040,323	565,916	6.0%
SUPPORT SERVICES	3,790,308	4,605,652	4,912,974	307,322	6.7%
<b>TOTAL APPROPRIATIONS</b>	<b>15,784,823</b>	<b>17,141,990</b>	<b>18,070,943</b>	<b>928,953</b>	<b>5.4%</b>
<b>CHANGE IN FUND BALANCE</b>					
LIBRARY ADMINISTRATION	(13,093,972)	(13,448,186)	(12,110,863)	1,337,323	(9.9%)
PUBLIC SERVICES	8,588,538	9,062,434	9,712,692	650,258	7.2%
SUPPORT SERVICES	3,350,228	4,099,354	4,351,110	251,756	6.1%
<b>CHANGE IN FUND BALANCE</b>	<b>(1,155,206)</b>	<b>(286,398)</b>	<b>1,952,939</b>	<b>2,239,337</b>	<b>(781.9%)</b>
<b>STAFFING</b>					
LIBRARY ADMINISTRATION	14.0	14.0	15.0	1.0	7.1%
PUBLIC SERVICES	79.5	76.5	76.0	(0.5)	(0.7%)
SUPPORT SERVICES	18.0	18.0	17.0	(1.0)	(5.6%)
<b>TOTAL STAFFING</b>	<b>111.5</b>	<b>108.5</b>	<b>108.0</b>	<b>(0.5)</b>	<b>(0.0)</b>



**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a decrease of \$1,310,384 or 7.5% in revenues and an increase of \$928,949 or 6.4% in appropriations when compared to the FY2013/14 Adopted Budget.

The primary funding sources for the Department are property taxes and a 1/8 of a penny sales tax dedicated to library services, which are directly tied to the economy. These revenue streams seem to have stabilized after many years of decline. However, the Department continues to minimize costs by streamlining services and programs while striving to maintain its level of services.

The reduction in revenues is primarily due to a decrease in operating transfers in of \$1,183,453. Not included in the FY2014/15 Recommended Budget are transfers in that were included in the FY2013/14 Adopted Budget. These include \$750,000 from Library Public Facilities Fee for library materials and equipment, \$250,000 from Library Debt Reserves for the debt service payment for the renovation project at the Fairfield Civic Center Library, and one-time transfers in from the Library Zones' available fund balances.

However, the Department is projecting an increase in property and sales tax revenues of \$512,627. The Recommended Budget includes projected decreases of \$617,099 in revenue for library services provided to the Vacaville Libraries and Law Library due to a budgeting data error in FY2013/14, and \$7,016 in interest revenue.

Factors contributing to significant changes in appropriations include an increase of \$322,373 in labor costs, primarily due to new contractual obligations and an increase in retirement and health benefit costs. Other factors include increases of \$300,190 in Services and Supplies due to increases in insurance, maintenance, office expense, computer replacement, software maintenance, and utility costs. Contracted services in the amount of \$299,007 include \$124,908 for custodial services for seven non-County library buildings, \$94,099 for outside security services for three libraries, and \$80,000 to recoup materials and fines owed to the Library. An increase of \$268,582 in Other Charges results from an increase in security costs as sheriff's security officers are now being used in the John F. Kennedy Library.

Fixed Assets of \$145,000 reflect an increase of \$36,000. Included in the Recommended Budget are \$45,000 for 10 file-sharing servers, \$50,000 for 10 Cisco network switches, and \$50,000 for additional ILS central site equipment needed for the SNAP automation system.

The Recommended Budget also includes Contingencies of \$7,078,806 which reflects the estimated funding available based on Third Quarter projections and \$1,055,279 from SNAP Equipment Reserves to Contingency for the possible purchase of a new Integrated Library Automation System.

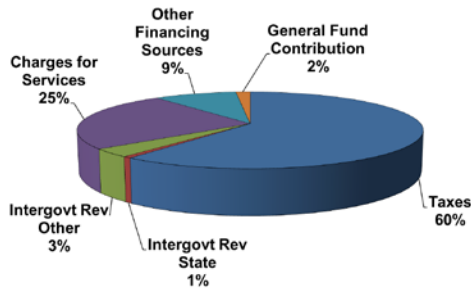
See related Budget Unit 9304 – Fund 004 Contingencies (refer to Contingencies section of the Budget).

**DEPARTMENT COMMENTS**

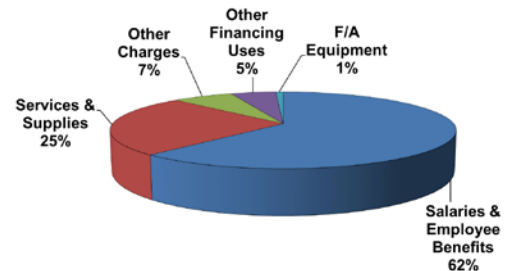
The Library continues the effort to deal with its operational funding gap and as such staff vacancies are reviewed and managed by filling only "Mission Critical" positions. The Department will accordingly re-structure the organization, functions and program service delivery models as vacancies occur and will continue to look at ways to further streamline services using automation, "self-help" and alternate service deliveries.

With the completion of the John F. Kennedy Library remodel/renovation project to consolidate all services from the current two floors onto one floor, the Department was able to reduce Services and Supplies by \$44,824; however, cost for the Sheriff security officers of \$77,437 offset the savings.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Taxes	9,499,591	9,199,969	9,712,596	512,627	5.6%
Fines, Forfeitures, & Penalty	141	0	0	0	0.0%
Revenue From Use of Money/Prop	53,142	45,818	37,889	(7,929)	(17.3%)
Intergovernmental Rev State	112,379	112,349	107,706	(4,643)	(4.1%)
Intergovernmental Rev Other	679,562	506,298	561,864	55,566	11.0%
Charges For Services	4,395,147	4,676,657	3,981,625	(695,032)	(14.9%)
Misc Revenue	18,236	0	0	0	0.0%
Other Financing Sources	1,949,850	2,648,148	1,464,695	(1,183,453)	(44.7%)
General Fund Contribution	231,980	239,149	251,629	12,480	5.2%
<b>TOTAL REVENUES</b>	<b>16,940,028</b>	<b>17,428,388</b>	<b>16,118,004</b>	<b>(1,310,384)</b>	<b>(7.5%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	10,349,799	10,865,402	11,187,775	322,373	3.0%
Services and Supplies	3,431,111	4,329,137	4,629,327	300,190	6.9%
Other Charges	745,588	942,548	1,211,130	268,582	28.5%
F/A Bldgs and Imprmts	380,071	0	0	0	0.0%
F/A Equipment	5,840	109,000	145,000	36,000	33.0%
Other Financing Uses	872,417	895,907	897,711	1,804	0.2%
<b>TOTAL APPROPRIATIONS</b>	<b>15,784,827</b>	<b>17,141,994</b>	<b>18,070,943</b>	<b>928,949</b>	<b>5.4%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(1,155,201)</b>	<b>(286,394)</b>	<b>1,952,939</b>	<b>2,239,333</b>	<b>(781.9%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Over the last four fiscal years, there has been a reduction of 33.6 FTE or 24% in staff positions. However, with the continuing expectation that property and sales tax revenues will, at the very minimum, continue to remain flat, the Department will continue to review staffing levels and ways to streamline services. The Department anticipates having a balanced budget for the next three fiscal years, FY2014/15 and FY2015/16 and FY2016/17.

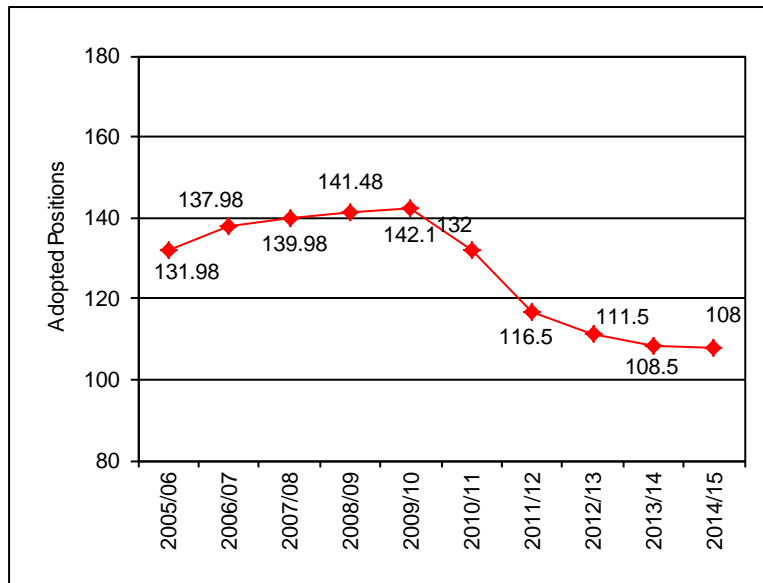
**SUMMARY OF POSITION CHANGES**

Reductions in the position allocations from the FY2013/14 Adopted Budget are provided below.

- In February 2014, as part of the Midyear Report, a 1.0 vacant FTE Courier position in the Technical Services Division was deleted.

- The Recommended Budget includes the following position allocation changes:
  - Delete 1.0 vacant FTE Assistant Director of Library Services.
  - Add 2.0 Library Branch Managers to provide oversight and support, direct operations and supervise library services staff at the eight library branches located in various cities within the county. The Branch Managers will report to the Deputy Director of Public Services.
  - Delete 0.5 FTE vacant Library Assistant at the JFK Library that is no longer needed due to consolidation of the library to one floor.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Library continues to address its structural funding deficit having achieved a balanced budget at the close of the last two fiscal years. However, with increases in personnel costs, the Department will continue to work on keeping its budget balanced and decreasing the projected structural deficit. The Department continues to rely on fund balance and one-time revenues to balance.

The Department will be working with the Solano, Napa and Partners (SNAP) consortium to identify a different governance model for the future, likely a Joint Powers Agreement, which will replace the current contract for services model used by the current SNAP partners with Solano County. In addition, the SNAP consortium will be issuing an RFP to look at different automation vendors to select a new Integrated Library System (ILS). As the SNAP directors work through this process, which could take up to two years, the SNAP consortium will remain in place as it is currently structured.

**6300 – Fund 004-Library**  
**Bonnie Katz, Director of Library Services**  
**Library Services**

**Summary of Other Administered Budgets**

<b>DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS</b>	<b>2012/13 ACTUAL</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
2280 LIBRARY - FRIENDS & FOUNDATION	95,022	120,500	121,400	900	0.7%
6150 LIBRARY ZONE 1	1,145,258	938,017	1,007,060	69,043	7.4%
6166 LIBRARY ZONE 6	13,302	13,150	14,840	1,690	12.9%
6167 LIBRARY ZONE 7	348,031	319,068	322,930	3,862	1.2%
6180 LIBRARY ZONE 2	36,047	32,502	41,645	9,143	28.1%
<b>APPROPRIATIONS</b>					
2280 LIBRARY - FRIENDS & FOUNDATION	80,109	120,500	121,400	900	0.7%
6150 LIBRARY ZONE 1	879,896	1,445,046	1,109,509	(335,537)	(23.2%)
6166 LIBRARY ZONE 6	13,302	19,057	16,533	(2,524)	(13.2%)
6167 LIBRARY ZONE 7	304,557	420,521	327,283	(93,238)	(22.2%)
6180 LIBRARY ZONE 2	29,423	46,723	50,868	4,145	8.9%
<b>NET CHANGE</b>					
2280 LIBRARY - FRIENDS & FOUNDATION	14,912	-	-	-	0.0%
6150 LIBRARY ZONE 1	265,362	(507,029)	(102,449)	404,580	(79.8%)
6166 LIBRARY ZONE 6	-	(5,907)	(1,693)	4,214	(71.3%)
6167 LIBRARY ZONE 7	43,474	(101,453)	(4,353)	97,100	(95.7%)
6180 LIBRARY ZONE 2	6,624	(14,221)	(9,223)	4,998	(35.1%)

A summary of the budgets administered by the Library is provided on the following pages.

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Solano County Library – Fairfield Civic Center Library’s services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$69,043 or 7.4% in revenues and a decrease of \$335,537 or 23.2% in appropriations when compared to the FY2013/14 Adopted Budget. The increase in revenue is primarily due to the increases in property taxes. The decrease in appropriations is primarily due to transferring out fund balance from FY2013/14 to the County Library’s Fund 004, which includes the operating budget for the Solano County Library. If there is available Fund Balance at year end, it will be applied as an Operating Transfer Out to the Library.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Taxes	1,128,539	922,141	990,168	68,027	7.4%
Revenue From Use of Money/Prop	2,668	1,833	2,523	690	37.6%
Intergovernmental Rev State	14,051	14,043	14,369	326	2.3%
<b>TOTAL REVENUES</b>	<b>1,145,258</b>	<b>938,017</b>	<b>1,007,060</b>	<b>69,043</b>	<b>7.4%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	12,153	19,247	19,247	0	0.0%
Other Charges	4,744	3,227	8,559	5,332	165.2%
Other Financing Uses	862,999	1,422,572	1,081,703	(340,869)	(24.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>879,896</b>	<b>1,445,046</b>	<b>1,109,509</b>	<b>(335,537)</b>	<b>(23.2%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(265,362)</b>	<b>507,029</b>	<b>102,449</b>	<b>(404,580)</b>	<b>(79.8%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Rio Vista Library's services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$9,143 or 28.1% in revenues and \$4,145 or 8.9% in appropriations when compared to the FY2013/14 Adopted Budget. If there is any available Fund Balance at year end, it will be applied as an Operating Transfer Out to the Library.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Taxes	35,585	32,065	41,130	9,065	28.3%
Revenue From Use of Money/Prop	90	64	78	14	21.9%
Intergovernmental Rev State	373	373	437	64	17.2%
<b>TOTAL REVENUES</b>	<b>36,047</b>	<b>32,502</b>	<b>41,645</b>	<b>9,143</b>	<b>28.1%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	584	627	627	0	0.0%
Other Charges	346	396	1,006	610	154.0%
Other Financing Uses	28,493	45,700	49,235	3,535	7.7%
<b>TOTAL APPROPRIATIONS</b>	<b>29,423</b>	<b>46,723</b>	<b>50,868</b>	<b>4,145</b>	<b>8.9%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(6,624)</b>	<b>14,221</b>	<b>9,223</b>	<b>(4,998)</b>	<b>(35.1%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Vallejo Library’s services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents an increase of \$1,690 or 12.9% in revenues and a decrease of \$2,524 or 13.2% in appropriations when compared to the FY2013/14 Adopted Budget. If there is any available Fund Balance at year end, it will be applied as an Operating Transfer Out to the Library.

<b>DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Taxes	13,103	12,965	14,660	1,695	13.1%
Revenue From Use of Money/Prop	57	43	34	(9)	(20.9%)
Intergovernmental Rev State	142	142	146	4	2.8%
<b>TOTAL REVENUES</b>	<b>13,302</b>	<b>13,150</b>	<b>14,840</b>	<b>1,690</b>	<b>12.9%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	245	300	300	0	0.0%
Other Charges	152	281	442	161	57.3%
Other Financing Uses	12,905	18,476	15,791	(2,685)	(14.5%)
<b>TOTAL APPROPRIATIONS</b>	<b>13,302</b>	<b>19,057</b>	<b>16,533</b>	<b>(2,524)</b>	<b>(13.2%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>5,907</b>	<b>1,693</b>	<b>(4,214)</b>	<b>(71.3%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue to offset expenses for the Vallejo Library's services.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget totals represent an increase of \$3,862 or 1.2% in revenues and a decrease of \$93,238 or 22.2% in appropriations, when compared to the FY2013/14 Adopted Budget. The decrease in appropriations is primarily due to transferring out fund balance from FY2013/14 to the County Library's Fund 004, which includes the operating budget for the Solano County Library. If there is any available Fund Balance at year-end, it will be applied as an Operating Transfer Out to the Library.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Taxes	343,350	314,619	318,735	4,116	1.3%
Revenue From Use of Money/Prop	728	498	591	93	18.7%
Intergovernmental Rev State	3,953	3,951	3,604	(347)	(8.8%)
<b>TOTAL REVENUES</b>	<b>348,031</b>	<b>319,068</b>	<b>322,930</b>	<b>3,862</b>	<b>1.2%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	5,847	6,527	6,527	0	0.0%
Other Charges	3,257	2,594	2,790	196	7.6%
Other Financing Uses	295,453	411,400	317,966	(93,434)	(22.7%)
<b>TOTAL APPROPRIATIONS</b>	<b>304,557</b>	<b>420,521</b>	<b>327,283</b>	<b>(93,238)</b>	<b>(22.2%)</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(43,474)</b>	<b>101,453</b>	<b>4,353</b>	<b>(97,100)</b>	<b>(95.7%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.



**FUNCTION AND RESPONSIBILITIES**

This budget provides revenue that is donated to the Library from the four different Friends of the Library Groups and the Foundation. The money is used to enhance programs for all age groups, particularly children, as well as to support literacy services. Programs include the Reach Out and Read component of the Literacy Program, Solano County Kids Read Program, Adult Literacy, and National Library Week and Volunteer appreciation celebrations.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$900 or 0.7% in revenues and appropriations when compared to the FY2013/14 Adopted Budget. This budget receives all revenue from donations and contributions, which are anticipated to increase slightly in FY2014/15. The Recommended Budget also includes \$125,786 in Contingencies.

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>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>REVENUES</b>					
Revenue From Use of Money/Prop	695	704	739	35	4.9%
Misc Revenue	94,327	119,796	120,661	865	0.7%
<b>TOTAL REVENUES</b>	<b>95,022</b>	<b>120,500</b>	<b>121,400</b>	<b>900</b>	<b>0.7%</b>
<b>APPROPRIATIONS</b>					
Services and Supplies	80,109	120,500	121,400	900	0.7%
<b>TOTAL APPROPRIATIONS</b>	<b>80,109</b>	<b>120,500</b>	<b>121,400</b>	<b>900</b>	<b>0.7%</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(14,913)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**University of California  
Cooperative Extension**

**UC Coop Extension**

- Master Gardener Program
- 4-H Youth Development Program
- Nutrition, Family and Consumer Science
- Agriculture Research & Extension
  - Livestock, Orchard, Vegetable Crops, Small Grains, Delta Crops
- Natural Resource Management

**DEPARTMENTAL PURPOSE**

The University of California Cooperative Extension (UCCE) Department in Solano County was established in 1915 by a cooperative agreement between the Department of Agriculture (USDA), the University of California (UC) and the County of Solano. The Department is the primary access for local residents to the resources of the University of California. UCCE's mission is to develop and share research-based knowledge to assist people in solving problems related to agriculture production, natural resources management, youth development, nutrition, and family and consumer sciences.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	235,977
FY2014/15 Recommended:	258,109
County General Fund Contribution:	258,109
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. Through this agreement, UC provides various programs, including several agriculture programs, 4-H youth development programs and the Master Gardener program to the County. UCCE's key functions and responsibilities are to 1) assess community and industry needs, 2) develop a research agenda to address those needs, and 3) extend the research-based information through a variety of educational delivery methods.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

Significant Accomplishments:

- FY2014/15 will mark the beginning of the newly formed multi-county partnership (MCP). This new administrative model will require many significant changes in daily operations and program coordination over the three-county area. This first year of MCP operations will be a transition period in which UCCE staff will develop and implement plans for regional program administration and support.
- An Orchard Systems Advisor was recently hired to provide an applied research and extension program for the rapidly expanding orchard crops industry in Solano, Yolo and Sacramento counties.
- Recruitment of a Small Farms Advisor should conclude in Fall of 2014 with the successful candidate beginning work in early 2015. The Small Farms Advisor will provide an applied research and extension program for small-scale farms engaged in direct sales and innovative wholesale markets.
- Solano County 4-H members received three Revolution of Responsibility Grants for youth-led civic engagement projects to enhance the health and vibrancy of communities throughout California. Projects focus on science, engineering, technology and healthy living related topics providing 4-H members with a platform to lead the charge in addressing critical issues facing Californians today.

**Functional Area Summary**

**6200 – Fund 001-Cooperative Extension  
Morgan Doran, Multi-County Partnership Director  
Agricultural Education**

- The Master Gardener (MG) program started a collaborative project with Liberty High School in Benicia to rehabilitate and utilize a greenhouse for horticulture education. The intent of the project is to have the Master Gardeners help educate students in horticulture. MG volunteers are helping prepare the greenhouse and the students for propagating and growing plants to sell at the local farmers market.
- Master Gardeners are informing the public how to manage their landscape and garden through the drought. On March 22, 2014, the Master Gardeners held a public workshop about drought. There were approximately ten speakers, some from local agencies (Solano Water Agency, Native Plant Society, City of Fairfield, and of course, the Master Gardeners). The workshop was a success with over 80 participants learning about dealing with drought in the garden.

Significant Challenges:

- An accelerated rate of retirements coupled with continuing budget constraints has limited UCCE's ability to maintain sufficient staffing levels to meet clientele needs. Over time the MCP administrative model is expected to help overcome these constraints.

**WORKLOAD INDICATORS**

- Annually, Master Gardener volunteers deliver an average of 4,000 hours of educational programming to residents of Solano County and logged more than 5,000 contacts and public inquiries during FY2012/13. Twenty-seven volunteers are currently being trained as new Master Gardeners. Ninety-eight certified Master Gardeners provide direct service educational information through venues including farmers markets, hotline inquiries, public lectures and education events.
- Solano County's 4-H Youth Development program has engaged 5,576 youths throughout the county in FY2013/14. There were 194 certified adult volunteers that delivered subject-specific educational experiences and mentoring to 544 youth 4-H club members and 5,032 youths involved in 4-H group programs and events such as SET (Science, Engineering and Technology Program), Ag Day, and Travis 4-H.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2012/13 ACTUAL	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
UC COOPERATIVE EXTENSION	3,000	1,500	-	(1,500)	(100) %
<b>TOTAL REVENUES</b>	<b>3,000</b>	<b>1,500</b>	<b>-</b>	<b>(1,500)</b>	<b>(100) %</b>
<b>APPROPRIATIONS</b>					
UC COOPERATIVE EXTENSION	203,293	220,054	258,109	38,055	17 %
<b>TOTAL APPROPRIATIONS</b>	<b>203,293</b>	<b>220,054</b>	<b>258,109</b>	<b>38,055</b>	<b>17 %</b>
<b>NET COUNTY COST</b>					
UC COOPERATIVE EXTENSION	200,293	218,554	258,109	39,555	18 %
<b>NET COUNTY COST</b>	<b>200,293</b>	<b>218,554</b>	<b>258,109</b>	<b>39,555</b>	<b>18 %</b>
<b>STAFFING</b>					
UC COOPERATIVE EXTENSION	2	2	0	(2)	(100.0) %
<b>TOTAL STAFFING</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>(2)</b>	<b>(100.0) %</b>

**DEPARTMENTAL BUDGET SUMMARY**

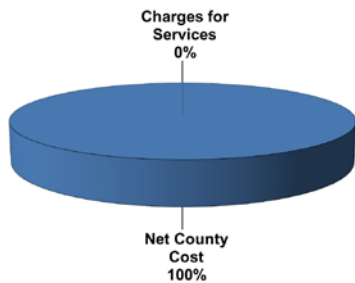
The Recommended Budget represents a decrease of \$1,500 or 100.0% in revenues and an increase of \$38,055 or 17.3% in appropriations when compared to the FY2013/14 Adopted Budget.

Expenditures include \$227,500 to UC for the provision of providing UCCE programs to Solano County through June 30, 2015, and in-kind costs of \$30,609 for a facility to house program operations, custodial and grounds keeping services, telephone, print services and liability/property insurance.

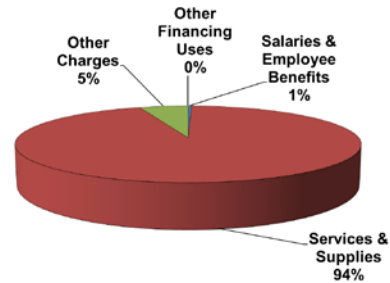
**DEPARTMENT COMMENTS**

On April 8, 2014, the Board of Supervisors approved a five-year Interlocal Agreement between the Regents of the UC, and Sacramento County, Solano County and Yolo County UCCE offices into one administrative unit to create administrative efficiencies in program delivery and reduce overall space and operating costs. UCCE will continue to offer the same suite of programs to Solano County residents including agricultural advisors, 4-H and Master Gardener programs and will be striving to re-establish the nutrition education program. The 4-H and Master Gardener representatives will have staff located in the Solano County satellite office, while all other programs will operate from a central office located in Yolo County. This restructuring will improve the delivery of existing programs and allow for expansion of other programs to Solano County.

**SOURCE OF FUNDS**



**USE OF FUNDS**



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Charges For Services	3,000	1,500	0	(1,500)	(100.0%)
<b>TOTAL REVENUES</b>	<b>3,000</b>	<b>1,500</b>	<b>0</b>	<b>(1,500)</b>	<b>(100.0%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	141,773	152,402	960	(151,442)	(99.4%)
Services and Supplies	25,120	38,894	243,291	204,397	525.5%
Other Charges	33,340	25,314	13,858	(11,456)	(45.3%)
Other Financing Uses	5,558	5,944	0	(5,944)	(100.0%)
Intra-Fund Transfers	(2,498)	(2,500)	0	2,500	(100.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>203,293</b>	<b>220,054</b>	<b>258,109</b>	<b>38,055</b>	<b>17.3%</b>
<b>NET COUNTY COST</b>	<b>200,293</b>	<b>218,554</b>	<b>258,109</b>	<b>39,555</b>	<b>18.1%</b>

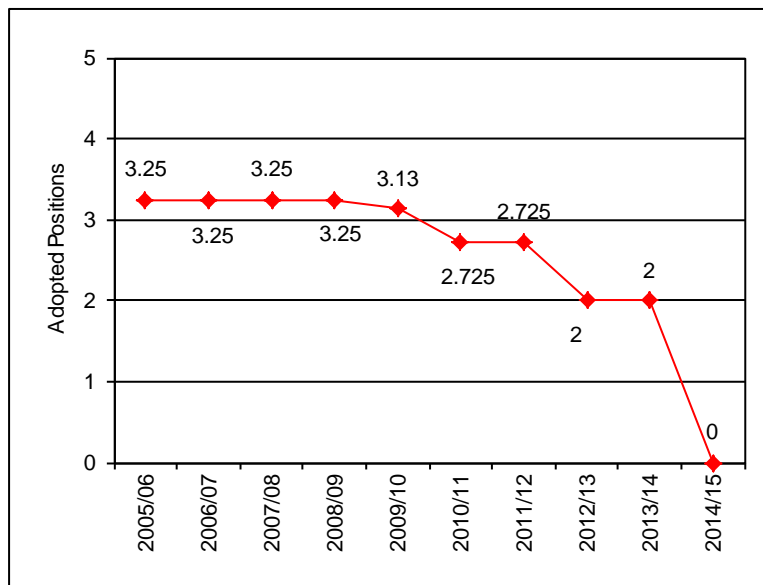
**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The county-based UCCE model will move to a regional program structure through the Interlocal Agreement in FY2014/15, and Solano County will contract annually with UC for the provision of UCCE programs.

**SUMMARY OF POSITION CHANGES**

As part of the new UCCE program model, 2.0 FTE Cooperative Extension Assistants that serve as the 4-H Youth Development Representative and Master Gardener Representative will be laid off on June 30, 2014 and transition through preferential hire status into UC employment effective July 1, 2014. The two individuals will continue to serve as the two respective program representatives here in Solano County. Both employees submitted letters requesting the layoffs and willingness to become employees of the UC system.

**STAFFING TREND**



**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

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**9301 – Fund 001-Contingencies-General Fund**  
**Birgitta E. Corsello, County Administrator**  
**Legislative & Administration**

MAJOR ACCOUNTS CLASSIFICATIONS	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	8,923,590	9,000,000	76,410	0.9%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>8,923,590</b>	<b>9,000,000</b>	<b>76,410</b>	<b>0.9%</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 of \$9,000,000 which is the same amount that was in the FY2013/14 Adopted Budget. During Budget Hearings in June 2013, the Board agreed to reduce the previous contingency amount of \$19 million to \$9 million and to transfer \$10 million to the General Fund Committed Fund Balance for Future CalPERS Employer Rate Increase. The Board still has the existing policy (established on February 13, 2007 and reaffirmed in 2012) of a General Fund Contingency target equal to 10% of the total General Fund Budget. The FY2014/15 Recommended General Fund Budget totals \$212,847,196. Excluding the \$9,000,000 for contingency, the Recommended General Fund Budget is \$203,847,196. The Recommended General Fund contingency of \$9,000,000 is equal to 4.2% of the Recommended General Fund Budget for FY2014/15.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

In considering the setting of contingency for FY2014/15, there are a number of uncertainties that may impact the County. The County is still impacted by the limited revenues from AB109 and the high costs to provide mandated services to an increased local jail population and to a larger probation population due to the 2011 Public Safety Realignment. The County is also exposed to higher costs associated with the County-run clinics that are generating costs which are not reimbursable from Federal and State programs, such as Medi-Cal. The County additionally uses contingency funds to pay for increased employee costs due to MOUs that are approved after the Budget Hearing process. Only known MOU employee costs are included in the Recommended Budget. In FY2013/14 the County used approximately \$600,000 in contingencies.

**9306 – Fund 006-Contingencies-Accumulated Capital Outlay (ACO)**  
**Michael J. Lango, Director of General Services County Administrator**  
**Plant Acquisition**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	1,278,105	1,797,282	519,177	40.6%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,278,105</b>	<b>1,797,282</b>	<b>519,177</b>	<b>40.6%</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen capital projects, which may be identified by the General Services Department during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$1,797,282. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9402 – Fund 106-Contingencies-Public Art Projects**  
**Michael J. Lango, Director of General Services**  
**Plant Acquisition**

MAJOR ACCOUNTS CLASSIFICATIONS	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	21,000	124	(20,876)	(99.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>21,000</b>	<b>124</b>	<b>(20,876)</b>	<b>(99.4%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Public Art Operating Fund (BU 1630) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$124. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9124 – Fund 296-Contingencies-Public Facilities Fee**

**Birgitta E. Corsello, County Administrator**

**Plant Acquisition**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	7,031,916	3,574,399	(3,457,517)	(49.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>7,031,916</b>	<b>3,574,399</b>	<b>(3,457,517)</b>	<b>(49.2%)</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 \$3,574,399. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections and is restricted in its use. Refer to Public Facilities Fee operating budget (BU 1760).

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9149 – Fund 249-Contingencies-H&SS Capital Projects**  
**Michael J. Lango, Director of General Services**  
**Plant Acquisition**

MAJOR ACCOUNTS CLASSIFICATIONS	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	168,289	8,832	(159,457)	(94.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>168,289</b>	<b>8,832</b>	<b>(159,457)</b>	<b>(94.8%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit provides funds for unforeseen H&SS capital projects (BU 2490) that may arise during the year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$8,832. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9123 – Fund 281-Contingencies-Survey Monument Preservation**

**Bill Emlen, Director of Resource Management**

**Other General**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	35,673	26,818	(8,855)	(24.8%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>35,673</b>	<b>26,818</b>	<b>(8,855)</b>	<b>(24.8%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by Resource Management's Survey Monument Preservation Operating Fund (BU 1950) to accommodate any unforeseen financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$26,818. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9116 – Fund 233-Contingencies-DA Special Revenue Fund**  
**Donald A. du Bain, District Attorney**  
**Judicial**

MAJOR ACCOUNTS CLASSIFICATIONS	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	2,048,304	3,280,387	1,232,083	60.2%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>2,048,304</b>	<b>3,280,387</b>	<b>1,232,083</b>	<b>60.2%</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 Consumer Fraud Operating Budget (BU 6502) during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$3,280,387. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9117 – Fund 241-Contingencies-Civil Processing Fees**

**Thomas A. Ferrara, Sheriff/Coroner**

**Public Protection**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	251,518	233,912	(17,606)	(7.0%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>251,518</b>	<b>233,912</b>	<b>(17,606)</b>	<b>(7.0%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Sheriff's Civil Processing Unit (BU 4110) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$233,912. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter 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**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	172,871	196,968	24,097	13.9%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>172,871</b>	<b>196,968</b>	<b>24,097</b>	<b>13.9%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Sheriff's Asset Seizure Unit (BU 4120) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$196,968. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9125 – Fund 326-Contingencies-Sheriff Special Revenue Fund**

**Thomas A. Ferrara, Sheriff/Coroner**

**Public Protection**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	384,093	553,247	169,154	44.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>384,093</b>	<b>553,247</b>	<b>169,154</b>	<b>44.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Sheriff's Office (BU 4050) to accommodate any unforeseen needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget includes a Contingency appropriation of \$553,247. This amount reflects the estimated funding available based upon FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9256 – Fund 256-Contingencies-Sheriff OES**

**Thomas A. Ferrara, Sheriff/Coroner  
Public Protection**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0		204,358	204,358	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>204,358</b>	<b>204,358</b>	<b>0.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Sheriff's OES Division (BU 2560) to accommodate any financing needs that may arise during the fiscal year. Funding is a balance remaining from a one-time donation of funds from Valero Refining Company for communication enhancements for public safety.

**DEPARTMENT BUDGET SUMMARY**

The Recommended Budget includes a Contingency appropriation of \$204,358. This amount reflects the estimated funding available based on FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9119 – Fund 263-Contingencies-CJ Facility Temp. Const. Fund**

**Michael J. Lango, Director of General Services**

**Justice**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	624,840	636,098	11,258	1.8%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>624,840</b>	<b>636,098</b>	<b>11,258</b>	<b>1.8%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Criminal Justice 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 \$636,098. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9120 – Fund 264-Contingencies-Courthouse Temp. Const. Fund**

**Michael J. Lango, Director of General Services  
Justice**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	523,705	385,474	(138,231)	(26.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>523,705</b>	<b>385,474</b>	<b>(138,231)</b>	<b>(26.4%)</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 includes a contingency appropriation of \$385,474. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9151 – Fund 035-Contingencies-Juv. Hall Rec.-Ward Welfare Fund**

**Christopher Hansen, Chief Probation Officer**

**Detention & Corrections**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	99,719	101,020	1,301	1.3%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>99,719</b>	<b>101,020</b>	<b>1,301</b>	<b>1.3%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Probation Department (BU 8035) to address any unforeseen ward welfare needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$101,020. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9115 – Fund 215-Contingencies-Recorder/Micrographic**

**Marc Tonnesen, Assessor/Recorder**

**Other Protection**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	99,719	101,020	1,301	1.3%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>99,719</b>	<b>101,020</b>	<b>1,301</b>	<b>1.3%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Recorder/Micrographic (BU 4000) to accommodate any financing needs that may arise during the fiscal year. The funds are segregated by purpose and can only be used specifically for the intent they were collected: Micrographics, Recorder’s System Modernization and Social Security Number Truncation.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$7,713,522. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9129 – Fund 120-Contingencies-Homeacres Loan Program**

**Bill Emlen, Director of Resource Management**

**Other Protection**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	1,159,059	1,192,438	33,379	2.9%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>1,159,059</b>	<b>1,192,438</b>	<b>33,379</b>	<b>2.9%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Homeacres Loan Program (BU 8220) to accommodate any unforeseen financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$1,192,438. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9165 – Fund 105-Contingencies-Home 2010 Program**  
**Bill Emlen, Director of Resource Management**  
**Other Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	10,152	31,611	21,459	211.4%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>10,152</b>	<b>31,611</b>	<b>21,459</b>	<b>211.4%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the housing rehabilitation programs to accommodate any unforeseen financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$31,611. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections for the CDBG 1999 (BU 8215), CDBG 2000 (BU 8216), HOME 2006 (BU 8225) and HOME 2010 (BU 8217).

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9315 – Fund 110-Contingencies-Microenterprise Business**

**Bill Emlen, Director of Resource Management**

**Other Protection**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	51,186	49,982	(1,204)	(2.4%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>51,186</b>	<b>49,982</b>	<b>(1,204)</b>	<b>(2.4%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Micro-Enterprise Business (BU 2110) to accommodate any unforeseen financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$49,982. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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



**9132 – Fund 046-Contingencies-Consolidated County Service Area**  
**Bill Emlen, Director of Resource Management**  
**Public Ways**

MAJOR ACCOUNTS CLASSIFICATIONS	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	79,819	94,973	15,154	19.0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>79,819</b>	<b>94,973</b>	<b>15,154</b>	<b>19.0%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Consolidated County Services Area Fund (BU 9746) to accommodate any financing needs that may arise during the fiscal year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$94,973. This amount reflects the estimated funding available based on the FY2014/15 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9122 – Fund 278-Contingencies-Public Works Improvements**

**Bill Emlen, Director of Resource Management**

**Public Ways**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	180,691	240,066	59,375	32.9%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>180,691</b>	<b>240,066</b>	<b>59,375</b>	<b>32.9%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the 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 \$240,066. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9290 – Fund 390-Contingencies-Tobacco Prevention & Education**  
**Ann Edwards, Director of Health & Social Services**  
**Health/Hospital Care**

MAJOR ACCOUNTS CLASSIFICATIONS	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	41,113	41,292	179	0.4%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>41,113</b>	<b>41,292</b>	<b>179</b>	<b>0.4%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by H&SS to accommodate any financing needs related to Tobacco Prevention and Education (BU 2390) that may arise during the year.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents a contingency appropriation of \$41,292. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9136 – Fund 151-Contingencies-Grants/Programs Administration**

**Christina Arrostituto, Executive Director**

**Health**

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<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	47,436	47,533	97	0.2%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>47,436</b>	<b>47,533</b>	<b>97</b>	<b>0.2%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the First 5 Grants/Programs Administration (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 \$47,533. This amount reflects the estimated funding available based on FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9228 – Fund 228-Contingencies-Library-Special Revenue**  
**Bonnie Katz, Director of Library Services**  
**Library Services**

MAJOR ACCOUNTS CLASSIFICATIONS	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>APPROPRIATIONS:</b>					
Contingencies	0	125,596	125,786	190	0.2%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>125,596</b>	<b>125,786</b>	<b>190</b>	<b>0.2%</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library (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 \$125,786. This amount reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**9304 – Fund 004-Contingencies-Library**  
**Bonnie Katz, Director of Library Services**  
**Library Services**

<b>MAJOR ACCOUNTS CLASSIFICATIONS</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>APPROPRIATIONS:</b>					
Contingencies	0	8,346,424	7,078,806	(1,267,618)	(15.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>8,346,424</b>	<b>7,078,806</b>	<b>(1,267,618)</b>	<b>(15.2%)</b>

**DEPARTMENTAL PURPOSE**

This budget unit is utilized by the Library (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 \$7,078,806 and includes a transfer from SNAP Equipment Reserves of \$1,055,279 for the possible purchase of a new Integrated Library Automation System. The Contingency appropriation also reflects the estimated funding available based on the FY2013/14 Third Quarter Projections.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

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

**DISTRICT PURPOSE**

The East Vallejo Fire Protection District (EVFPD) was established for the purpose of disbursing special assessment revenues collected within the District's jurisdiction to the City of Vallejo through a contract for fire protection services to its citizens.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	392,088
FY2014/15 Recommended:	389,726
County General Fund Contribution:	0
Percent County General Fund Supported:	0.0%
Total Employees (FTEs):	0.0

**FUNCTION AND RESPONSIBILITIES**

The EVFPD's jurisdiction is Southeast Vallejo, an unincorporated area of the county, surrounded by the City of Vallejo. This budget unit receives property taxes from this area for the payment of fire protection services. The Board of Supervisors serve as the District's Board of Directors and the District is administered through the County Administrator's Office.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

None.

**WORKLOAD INDICATORS**

None.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents increases of \$52,357 or 15.5% in revenues and \$49,584 or 14.6% in appropriations when compared to its FY2013/14 Adopted Budget.

The increase in revenues is the result of increases in tax revenue projected for FY2014/15. Contracted Services with the City of Vallejo Fire Department is budgeted at \$377,876 and is based on anticipated property tax revenues less \$8,350 in administrative support costs. If there is any available Fund Balance at the FY2013/14 year-end, the CAO requests the Auditor-Controller increase the Department's appropriations for Contracted Services by the amount of the available ending Fund Balance in FY2014/15.

**DEPARTMENT COMMENTS**

None.

<b>SUMMARY BY SOURCE</b>	<b>2012/13 ACTUALS</b>	<b>2013/14 ADOPTED BUDGET</b>	<b>2014/15 CAO RECOMMENDED</b>	<b>FROM ADOPTED TO RECOMMENDED</b>	<b>PERCENT CHANGE</b>
<b>134 - EAST VJO FIRE DISTRICT</b>					
Taxes	333,309	333,815	386,172	52,357	15.7%
Revenue From Use of Money/Prop	543	150	50	(100)	(66.7%)
Intergovernmental Rev State	3,735	3,404	3,504	100	2.9%
<b>TOTAL FINANCING AVAILABLE</b>	<b>337,587</b>	<b>337,369</b>	<b>389,726</b>	<b>52,357</b>	<b>15.5%</b>
Services and Supplies	332,408	336,292	385,876	49,584	14.7%
Other Charges	3,753	3,850	3,850	0	0.0%
<b>TOTAL FINANCING REQUIREMENTS</b>	<b>336,161</b>	<b>340,142</b>	<b>389,726</b>	<b>49,584</b>	<b>14.6%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

None.

**SUMMARY OF POSITION CHANGES**

The EVFPD has no employees. The District contracts out for fire protection services.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The District's property tax revenues have increased from FY2012/13; however, the revenues have not returned to the high of FY2007/08.



**DISTRICT PURPOSE**

The Consolidated County Service Area (CCSA) provides street lighting in the unincorporated areas of Solano County.

**Budget Summary:**

FY2013/14 Third Quarter Projection:	191,600
FY2014/15 Recommended:	222,017
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

**FUNCTION AND RESPONSIBILITIES**

The Consolidated County Service Area (CSA) provides street lighting in the unincorporated areas of Solano County. This budget funds maintenance of 574 existing streetlights, including the cost of electricity and the installation of new street lights. This budget is entirely funded through property taxes.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

In FY2013/14, 10 street lights were installed in various intersections near Vacaville and Vallejo to improve night-time driver visibility and increase traffic safety. Minor maintenance light replacements were completed in the Green Valley and Cordelia areas.

Continued expenditures for replacement of aged street lights and installation of new lights is anticipated in FY2014/15. Revenues are expected to decrease very slightly, due to a small decrease in property taxes received.

**WORKLOAD INDICATORS**

- Operated and maintained 574 street lights.

**DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents decreases of \$136,087 or 60.3% in revenues and \$89,402 or 28.7% in appropriations when compared to the FY2013/14 Adopted Budget. The Department anticipates reduced activity with regard to street light replacement. The difference in revenues and appropriations will be funded from available funds carried forward from prior years.

See related Budget Unit 9132 – Fund 046 Contingencies (refer to Contingencies section of the Budget).

SUMMARY BY SOURCE	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 CAO RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>046 - COUNTY CONSOLIDATED SVC AREA</b>					
Taxes	73,297	71,200	86,427	15,227	21.4%
Revenue From Use of Money/Prop	3,398	4,100	2,500	(1,600)	(39.0%)
Intergovernmental Rev State	813	800	800	0	0.0%
Charges For Services	641	18	0	(18)	(100.0%)
From Reserve	0	149,696	0	(149,696)	(100.0%)
<b>TOTAL FINANCING AVAILABLE</b>	<b>78,150</b>	<b>225,814</b>	<b>89,727</b>	<b>(136,087)</b>	<b>(60.3%)</b>
Services and Supplies	136,978	190,600	111,200	(79,400)	(41.7%)
Other Charges	29,966	41,000	15,844	(25,156)	(61.4%)
Contingencies and Reserves	0	79,819	94,973	15,154	19.0%
<b>TOTAL FINANCING REQUIREMENTS</b>	<b>166,944</b>	<b>311,419</b>	<b>222,017</b>	<b>(89,402)</b>	<b>(28.7%)</b>

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**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

The decrease in revenues is primarily due to the use of reserves to fund the replacement of aged street lights and the installation of new lights in FY2013/14, offset by increases in property tax revenues. The decrease in appropriations is primarily due to less engineering services anticipated for FY2014/15.

**SUMMARY OF POSITION CHANGES**

The Consolidated County Service Area has no employees. Administration of the budget is performed by Public Works Engineering staff, while the installation and maintenance of the street lights is done by PG&E or private contractors.

**DEPARTMENTAL PURPOSE**

The Workforce Investment Board of Solano County, Inc. (WIB) is a private, nonprofit, 501(c) (3) organization serving as the administrator/operator of primarily federally-funded workforce development grants and programs. The Solano County WIB Board of Directors appointed by the County Board of Supervisors acts as the federally mandated, business-led “Workforce Investment Board” to oversee U.S. Department of Labor (DOL) Workforce Investment Act (WIA) grants and programs.

<b>Budget Summary:</b>	
FY2013/14 Third Quarter Projection:	4,297,355
FY2014/15 Recommended:	3,847,761
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	28

**FUNCTION AND RESPONSIBILITIES**

The WIB of Solano County links employers with employees to improve the quality, competitiveness and productivity of the local workforce. The WIB serves employers and jobseekers.

Services are provided through: (a) the Solano Employment Connection (SEC), the One-Stop Career Center System (a 24-member collaborative of education, training and employment entities, which the WIB of Solano County oversees); and (b) a number of DOL block grants serving adult, dislocated workers and youth jobseekers. A menu of services is offered to jobseekers and to businesses.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

The WIB faces significant funding challenges that have emerged over several years, and each year the WIB employment and training programs bend to meet these challenges and successfully serve Solano job seekers. In FY2014/15, the WIB will again reevaluate services and program design to accommodate the changing environment.

- A combination of fluctuations in federal funding, from steady-state to slight reductions, combined with fewer opportunities to secure discretionary grant funding, continue to impact the WIB’s ability to: a) maintain the full range of services in two One-Stop Career Center operations (in Vallejo and Fairfield); and b) serve as many adult jobseekers, dislocated workers and youth with intensive services. Services for employers will be impacted as well.
- Demand for services continues to outstrip available resources, even at current funding levels. The numbers of unemployed job seekers seeking One-Stop and WIB intensive services continue to seek services as “discouraged job seekers” re-enter the labor market and those previously on extended unemployment insurance benefits reengage in their job search efforts. Additionally, employers are beginning to perform more hiring and are seeking WIB assistance.
- The WIB is assigned the task of “up-skilling” and “re-skilling” the workforce, in anticipation of the economic rebound. This is proving especially hard to carry out, when jobseekers do undertake training in a new career field and do their best to look for work, only to find either: a) few job opportunities to follow; and/or b) vocational training in a new career is not sufficient – employers are also looking for persons with direct experience in a given industry.
- Employers continue to express deep-seated concern over the qualifications and preparedness of job seekers to fill increasingly more demanding jobs. The current “labor surplus” market is masking an underlying problem; a longer-term more comprehensive effort is needed to provide workers with a solid educational foundation, specific job-related (or “hard”) skills, and much-needed work readiness (or “soft”) skills.
- The WIB and One-Stop Center operations are being challenged. On the one hand needed streamlining and reductions in staff resources are forcing moves to: a) make One-Stop services more self-accessed; and b) reduce office and service-delivery space. Otherwise efforts continue to adapt to the changing needs of jobseekers and employers. Where feasible new services are added and more employers are using these services. Improvement efforts continue with emphasis on providing best-possible customer service.
- The WIB and One-Stop systems are being asked to “leverage” other educational/training/employment resources and to “braid” these resources in a coordinated, comprehensive demand-driven workforce development system. This is partly the

**Birgitta E. Corsello, County Administrator**  
**Other Assistance**

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answer for ever-declining funding. While attractive in theory, there are realistic limitations especially as many programs and systems are facing declining resources.

- More extensive and comprehensive efforts on regional workforce development initiatives are being called for from both federal and state policymakers. This continues the 16 year history of the WIB as a member of the North Bay Employment Connection collaborative with the WIBs of Marin, Sonoma, and Napa/Lake Counties.

### **WORKLOAD INDICATORS**

The work of the WIB is guided by several external measurement systems:

- The federal WIA system has a nine-part set of “Common Measures” for the basic Adult, Dislocated Worker and Youth programs. The WIB seeks to either “exceed” (at 100% plus of plan) or “meet” (at between 80% and 99% of plan) these annual standards. For the FY2012/13 period, the WIB met or exceeded all nine of these Measures.
- Each special grant has its own performance outcomes that includes overall enrollment numbers, planned outcomes, and expected expenditure plans. Again, the WIB seeks to meet or exceed each of these standards for each grant. The WIB has historically met these basic obligations for the variety of special projects serving ex-offenders, veterans, and dislocated workers. However, job placement rates have been lower of late, as the full impact of the economic recession and continuing difficult job market for certain populations is realized.

### **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget represents overall decreases of \$381,486 or 9.0% in revenues and \$407,800 or 9.6% in appropriations when compared to the FY2013/14 Adopted Budget. There is no General Fund support to this budget, as WIB's activities are fully grant-funded.

### **DEPARTMENT COMMENTS**

The WIB submits a plan and budget to the State of California on behalf of the County. The State then allocates Federal money to the WIB through the County. The WIB may also receive funding through the regional collaborative, North Bay Employment Connection, and through awarded service contracts.

Overall, the FY2014/15 Recommended Budget for the Workforce Investment Board (WIB) is based on the best estimates of federal grant funding that is anticipated to be awarded for the fiscal year commencing October 2014. In addition to the projection of available new federal funding, the Budget includes the projection of unspent funds remaining at June 30, 2014, and available for expenditure in FY2014/15. It is almost certain that future recalculations will need to be made for both revenue and expenditure line-items.

Client service levels will be adjusted to maximize the effectiveness of available funds. The general job search services available to any job seeker will remain at the same level with 6,000 people per year using the Solano Employment Connection's and its two One-Stop Career Centers, Career Fairs, and other activities sponsored by the WIB.

In addition to the services for the many Solano job seekers thru the Solano Employment Connection, the WIB will enroll 467 clients, as compared to 541 in FY2013/14. This will provide needed flexibility to adequately serve each enrolled client. These individuals receive extensive services, with many benefitting from vocational training, resulting in a much higher service cost.

The number of enrolled WIA clients served has changed over time due to fluctuations in awarded funding: FY2008/09 = 765; FY2009/10 = 1,344; FY2010/11 = 1,425; FY2011/12 = 844, FY2012/13 = 722, FY2013/14 = 541 and a forecasted total for FY2014/15 of 467.

All program service levels and activities are based on the grant funding amounts awarded to the WIB, typically from State and Federal sources. Services are adjusted to satisfy the program goals, and to efficiently utilize the available funding, for each grant.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012/13 ACTUALS	2013/14 ADOPTED BUDGET	2014/15 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	1,365	0	0	0	0.0%
Intergovernmental Rev Federal	4,444,245	4,229,247	3,847,761	(381,486)	(9.0%)
Intergovernmental Rev Other	9,188	0	0	0	0.0%
Misc Revenue	5,709	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>4,460,507</b>	<b>4,229,247</b>	<b>3,847,761</b>	<b>(381,486)</b>	<b>(9.0%)</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	2,733,661	2,263,828	2,227,032	(36,796)	(1.6%)
Services and Supplies	699,661	791,728	639,431	(152,297)	(19.2%)
Other Charges	1,035,916	1,200,005	981,298	(218,707)	(18.2%)
<b>TOTAL APPROPRIATIONS</b>	<b>4,469,238</b>	<b>4,255,561</b>	<b>3,847,761</b>	<b>(407,800)</b>	<b>(9.6%)</b>
<b>NET CHANGE</b>	<b>8,731</b>	<b>26,314</b>	<b>0</b>	<b>(26,314)</b>	<b>(100.0%)</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

Revenue – significant factors contributing to changes from FY2013/14:

In general there is much uncertainty as to the amount of funding that will be available under the Federal Workforce Investment Act, the primary source of WIB funding. The trajectory of the formula allocated funding for Adults, Dislocated Workers, and Youth is uncertain and this budget includes funding levels equal to the FY2013/14 amounts for those grants.

The most significant difference in available funding is in the amount of discretionary grants; funding which is awarded on a competitive basis and for which the WIB has successfully competed in the past. The WIB has a history of discretionary funding equaling approximately 30% of the overall revenue budget. The amount of funds that are being released through this competitive process have diminished to the point where there are currently no opportunities on the horizon for the WIB. The Recommended Budget does not include any discretionary funding.

WIA Formula Grants: Adult, Youth, Dislocated Worker, and Administration funds; the grants amounts for FY2014/15, allotted by formula, may remain steady through the coming year. These are the traditional base WIA grant allotments for local WIBs and the FY2014/15 amount has been estimated to equal the FY2013/14 level. The decrease in revenue amount is a result of the estimate there will be no unspent funds or available fund balance at year end for FY2014/15. The Recommended Budget includes \$3,672,484 in WIA Formula grant funding.

WIA Rapid Response funds; the grants amounts for FY2014/15, are allotted by formula, and may remain steady. They have been estimated at the FY2013/14 level. It is also estimated that there will be no unspent funds or available fund balance at year end for FY2014/15. The Recommended Budget includes \$175,277 in WIA Rapid Response grant funding.

Appropriations – significant changes from FY2013/14:

Significant changes have occurred in the WIB’s environment that impact the projected expenditures for FY2014/15. The driving force is the decrease in projected grant funds available which forces a corresponding projected decrease in expenditures and services. The decrease in funding drives reductions in expenditures in all categories.

- Salaries and Employee Benefits: The estimated number of FTE included in WIB’s Recommended Budget is 28. This compares to the 33 positions at the beginning of FY2013/14, and the average of 30 FTEs in FY2013/14. As the revenue amounts included in this budget are estimates, the actual final number of FTEs may vary, with commitments to personnel undertaken only as grant revenues are available. The overall decrease in salaries and benefits is \$36,796 or 1.6% from the FY2013/14 Adopted Budget.
- Services and Supplies: The requested amounts vary from the prior budget based on calculations considering the current number of FTEs, the prior actual cost experience, cost cutting efforts, facilities changes, and the operational changes resulting from the anticipated programmatic responsibilities. The WIB will be reducing its square foot occupancy of the current office site by approximately 20%. With the reduction in service levels due to amount of grant funding, and the

**Birgitta E. Corsello, County Administrator**  
**Other Assistance**

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absence of a subtenant (such as former subtenant Employment Development Department), the amount of space available is greater than what is needed. The variable costs will decrease as the number of FTEs is reduced, the amount of space will be reduced, and other economies will be implemented. Services and Supplies category reflects an overall decrease of \$152,297 or 19.2% from the FY2013/14 Adopted Budget.

- Other Charges: Overall direct client expenditures projected to be spent is directly related to the estimated FY2014/15 revenues, the specific grants that will be funded, and the corresponding service levels. The overall decrease in Other Charges category is \$218,707 or 18.2% from the FY2013/14 Adopted Budget.

All of these costs are incurred to provide direct program services to job seekers and are recalculated on a regular schedule to meet the demand of the expected numbers of job seekers and trainees to be served, and to incorporate changes in funding from new awards.

### **SUMMARY OF POSITION CHANGES**

No position changes are planned at this time, but reductions may be required at the start of or during the FY2014/15. The size of such a reduction can only be established and accounted for depending upon the size of any reductions in base allocations and/or success with continued grants-seeking efforts.

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

There are two major federal deliberations which may affect the future status of, and activities of the WIB, as discussed below. Within these two are mixed signals of Congressional support for the WIA program's legislative reauthorization and annual appropriations.

- The Congress and President continue debating efforts to balance the annual federal budget and reduce the federal debt levels. The "annual deficit spending" debates also have an impact. However, there is expressed bipartisan support for the "public workforce system" and a block grant effort to local communities, with a business-led board. Proposals for complete elimination of the federal WIA program funding are not being suggested. Recent budget compromises, which forestalled the second round of planned Sequestrations saw a 2% overall reduction in WIA appropriations to the states. This lays open a lot of uncertainty and a wide range of possible options for the future.
- Congressional authorizing committees are taking up WIA Reauthorization legislation, which would provide a continued longer-term revenue stream for the program. This effort has been undertaken a number of times across the last nine years, only to be stalled. There is some optimism from federal insiders that WIA Reauthorization could be one area where bipartisan agreement could be reached and positive Congressional action undertaken in the next session.
- A number of new initiatives are coming forth at the State level. These pose a potential impact on the WIB's operation. These include the following:
  - Congress continues to limit the amount of Governor's discretionary WIA funds, which the WIB routinely was able to access with successful competitive grant applications. Without this funding source, dedicated programs for veterans, ex-offenders, and certain targeted industries will likely not be available for jobseekers and employers.
  - State legislative actions and/or staff-led initiatives are gradually impeding upon local decision-making (as envisioned/afforded in the WIA legislation itself) and moving the public workforce system toward a more "one size fits all" model for administration and service delivery. Some of these initiatives present unfunded mandates upon local governments and WIBs.
  - The challenge of day-to-day operation of the One-Stop Centers is compounded by continued reductions in State funding for virtually every local agency that serves as a One-Stop Center partner. Most critically, this includes annual reductions in staffing provided by the State Employment Development Department (EDD). More responsibility is falling upon the WIB to support One-Stop Center services, further prompting need for streamlining and reductions in the range and/or availability of services.
  - The thrust for regional undertakings, collaboration-building and "braiding" of limited public resources increasingly calls upon the WIB to "partner" in meaningful ways with other educational/training agencies on broader initiatives. While advantageous these type initiatives present an added draw upon limited WIB fiscal and staffing resources.

**DEPARTMENTAL PURPOSE**

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.

<b>Budget Summary:</b>	
CY2014:	3,377,994
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	25.5

**FUNCTION AND RESPONSIBILITIES**

SCFA operates under a contract with the County of Solano as a self-supporting enterprise fund. The vast majority of its revenues are generated by the operations of the fairgrounds. The County Fair uses license fees generated by the California horse racing industry and other events hosted on the fairgrounds to offset the cost of providing staff services to the SCFA. Other non-operating revenues include interest income.

In June 2009, the County Board of Supervisors in cooperation with the City of Vallejo initiated the visioning effort known as Solano360. The County, the City of Vallejo and the SCFA are working together to redevelop the fairgrounds property and create a Fair of the Future. For more details on this ongoing effort, refer to Budget Unit 1815 in the Capital Projects section.

**SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS**

- Beginning with the 2013 County Fair, hours were reduced on weekdays with the Fair opening at 3 p.m. instead of 11 a.m. based on very light attendance during the late morning to early afternoon hours. This change reduced operating cost of the Fair; its concessionaires, commercial exhibitors and attractions; enhanced volunteer-driven programs such as the Cultural Pavilion and County & Cities Expo by better accommodating many volunteers’ availability; and was generally well received by the public. The Fair continued to build upon programs including the County & Cities Expo and the Cultural Pavilion, with emphasis on local participation.
- The 11<sup>th</sup> Annual Youth Ag Day held in April each year was well attended by Solano County third-graders with over 3,300 participants. A collaborative effort of the Solano County Fair and agricultural-related businesses, organizations, farmers, ranchers and other individuals, this fun and educational event is free to all third-grade classes in Solano County and features a wide variety of rotational learning stations and displays. Activities are designed to give children the opportunity to learn about food and fiber production from new perspectives, with a particular emphasis on the agricultural wealth of Solano County.
- The Solano County Fairgrounds hosted 360 event days, not counting the year-round operation of the Joe Mortara Golf Course, the Solano Race Place (satellite wagering facility), the Horizon Pre-School, or Six Flags Parking. These events provided a wide range of entertainment and recreational opportunities to residents of Solano County and attracted many visitors to the area.
- Overall economic conditions continued to greatly affect all aspects of the leisure, recreation and advertising industries. In turn, this affected virtually all activities of the SCFA, which relies on discretionary spending.

**WORKLOAD INDICATORS**

- 360 revenue generating event days in 2013, including both SCFA-produced and year-round events (does not include revenue generating move-in/move-out days).
- 41,144 people attended the 2013 Solano County Fair
- Approximately 3,300 participated in the 2013 Youth Ag Day
- 35,831 attendees at the Solano Race Place in 2013
- 14,361 rounds of golf at the Joe Mortara Golf Course in 2013

Mike Paluszak, General Manager  
Solano County Fair

**DEPARTMENTAL BUDGET SUMMARY**

The SCFA budget is based on a calendar year. The Board of Supervisors approved the SCFA 2014 budget on December 10, 2013 for CY2014.

The Recommended Budget represents an overall increase of \$74,394 or 2.5% in revenues and \$327,796 or 10.7% in appropriation when compared to the CY2013 Adopted Budget. The budgeted operational structural deficit is \$323,869 which is offset with dedicated resources of \$131,211 from restricted reserves, and \$182,658 from unrestricted reserves. This budget begins to address critical deferred maintenance of facilities and equipment needs, in the context of the proposed phasing of the Solano360 project, and its anticipated timeline for implementation beginning in late 2014 to early 2015.

**DEPARTMENT COMMENTS**

The dates of 2014 Solano County Fair will be July 30 to August 3, 2014. The SCFA continues to make the first weekend in August its “permanent” place on the calendar, following successful Fairs in 2011, 2012 and 2013. The first weekend of August is a week when most families are back from vacation, there are no major holidays, and it is the last weekend before school begins for most school districts.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2012 ACTUALS	2013 ADOPTED BUDGET	2014 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
<b>REVENUES</b>					
Revenue From Use of Money/Prop	1,316,900	1,489,243	1,571,894	82,651	5.5%
Intergovernmental Revenues	107,500	0	0	0	0.0%
Charges For Services	1,518,000	1,186,588	1,361,231	174,643	14.7%
Misc Revenue	293,700	303,900	121,000	(182,900)	(60.2%)
<b>TOTAL REVENUES</b>	<b>3,236,100</b>	<b>2,979,731</b>	<b>3,054,125</b>	<b>74,394</b>	<b>2.5%</b>
<b>APPROPRIATIONS</b>					
Salaries and Employee Benefits	1,594,170	1,487,497	1,535,451	47,954	3.2%
Services and Supplies	1,634,850	1,535,861	1,356,555	(179,306)	(11.7%)
Other Charges	0	26,840	249,988	223,148	831.4%
F/A Bldgs and Imprmts	0	0	205,000	205,000	0.0%
F/A Equipment	174,000	0	31,000	31,000	0.0%
<b>TOTAL APPROPRIATIONS</b>	<b>3,403,020</b>	<b>3,050,198</b>	<b>3,377,994</b>	<b>327,796</b>	<b>10.7%</b>
<b>NET GAIN(LOSS)</b>	<b>(166,920)</b>	<b>(70,467)</b>	<b>(323,869)</b>	<b>(253,402)</b>	<b>359.6%</b>

**SUMMARY OF SIGNIFICANT ADJUSTMENTS**

- Anticipates a 5% increase in Fair admission and other attendance-driven revenue. This increase is anticipated for two primary reasons: 1) positive response to change in operating hours in 2013, establishing a new baseline from which to compare, 2) proposed increase in concert entertainment budget.
- Includes an increase of \$73,657 from rental of facilities and associated reimbursable costs. This represents a conservative increase of facility use, which is supported by enhanced marketing efforts and marketing partnerships currently being developed.
- Anticipate a \$54,596 increase in sign advertising revenues through more effective marketing by in-house staff and the addition of outsourcing sales of sign advertising, sponsorships, and marketing partnerships on a commission basis.
- An increase of \$22,804 or 14.9% in golf revenue based on improved condition of the course as a result of the major deferred maintenance that was done in 2013.
- This budget includes a 3% cost of living adjustment for year-round full-time and part-time employees, except for the General Manager. There have been no COLAs in the past five years.
- This budget includes an adjustment for increase in the Associations’ cost of pension obligation bonds. The employees will continue to pay 100% of the employee contribution.



- Includes \$120,000 for parking lot improvements from available resources dedicated for that purpose.
- Includes \$116,000 in critical deferred maintenance of facilities and equipment needs.
- The SCFA will continue its successful efforts to reinvent, rebrand, and reposition the Fair in the local and regional market.
- The Solano County Fair will continue to build the Fair as a place to celebrate Solano County with the Cities & County Expo, the Cultural Pavilion, and expanded emphasis on showcasing Solano County agriculture in 2014.
- Golf revenues have been reclassified from Other Revenues to Charges for Services to more accurately classify the type of revenue.

**SUMMARY OF POSITION CHANGES**

There are no changes in positions from 2013. Day-to-day operations at the Fairgrounds are accomplished with 11 full-time and 29 part-time employees. This is augmented by 30 intermittent part-time employees for events and approximately 99 seasonal employees for the Fair.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

The Solano County Fair Association continues to face major challenges in 2014. Increasing revenue in a continuing slow economic time, particularly with respect to discretionary spending, continues to be a significant challenge. Maintaining the current level of activities while creatively attracting new events, activities and revenue, represents an even greater challenge as the SCFA goes forward with limited staff and resources. Particularly in light of the loss of State funding and replacement revenue for live horse racing in 2012, SCFA continues to be mindful of the need to discover new revenue streams and increase revenues from existing sources.

Maintaining and improving existing aging facilities with limited resources continues to challenge most fairgrounds in the United States, including the Solano County Fairgrounds. SCFA must continue to maximize its limited resources for needed deferred maintenance and capital improvements, while aggressively and creatively seeking and seizing new revenue opportunities.

Solano360, the redevelopment plan of the fairgrounds property and the “Fair of the Future,” continues to move forward with pre-engineering work and required mitigation studies for Phase I of the Project. The County has secured entitlement from the City of Vallejo for the entire project area based upon the approved specific plan and certified final environmental impact report and has also negotiated and adopted a development agreement with the City of Vallejo. Information regarding the current status of the development can be found on the County website at [www.solanocounty.com/solano360](http://www.solanocounty.com/solano360).

The Solano County Fair has been active partner in the development of the redevelopment strategies, and enthusiastically supports the project. In the short term, the Solano County Fair is challenged with developing new revenue streams that will not conflict with this long-term strategy.

The SCFA 2014 budget anticipates a year-end Unrestricted Reserves of \$291,126, which is \$248,961 or 46% less than budgeted at year-end 2013. The SCFA 2014 budget anticipates a year-end Restricted Reserves of \$11,801, which is \$131,211 or 92% less than budgeted at year-end 2013. The 2014 Budget anticipates year-end total reserves of \$302,927. The SCFA understands that ongoing operational costs cannot rely on the use of reserves and will continue to expand its year-round revenue streams.

Solano360, the redevelopment plan of the fairgrounds property and the “Fair of the Future,” continues to move forward with pre-engineering work and required mitigation studies for Phase I of the Project. The County has secured entitlement from the City of Vallejo for the entire project area based upon the approved specific plan and certified final environmental impact report and has also negotiated and adopted a development agreement with the City of Vallejo. Information regarding the current status of the development can be found on the County website at [www.solanocounty.com/solano360](http://www.solanocounty.com/solano360).

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## Glossary of Budget Terms and Acronyms

### Glossary

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**1991 REALIGNMENT FUNDS** – 1991 Realignment funds is a dedicated percentage of California state sales tax revenue that supports local health and social services programs. (R&T Code Sections 6051.2 6201.2) These revenues are allocated yearly and are dedicated to county-operated Health and Social Services.

**2011 REALIGNMENT FUNDS** - The 2011 Realignment is funded with a dedicated portion of California state sales tax revenue and Vehicle License Fees (VLF) outlined in trailer bills AB 118 and SB 89. The latter provides revenue to counties for local public safety programs and the former establishes the Local Revenue Fund 2011 (Fund) for counties to receive the revenues and appropriate funding for 2011 Public Safety Realignment. (R&T Code Sections 6051.15 and 6201.15)

**A87** – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures. Also referred to as Administrative Overhead.

**AAB** – Assessment Appeals Board.

**AB** – Assembly Bill.

**AB 109 PUBLIC SAFETY REALIGNMENT** – Effective October 1, 2011, this new California law realigns sentenced low level offenders, adult parolees, and juvenile offenders to local county jails instead of State prisons. Each County is required to form a local Community Corrections Partnership (CCP) to implement this law. It is California's solution for reducing the number of inmates in the state's 33 prisons to 137.5 percent of design capacity by June 27, 2013.

**AB 233** – Known as the Lockyer-Isenberg Trial Court Funding Act of 1997, this omnibus bill transferred the responsibility for local trial courts from the counties to the State, established maintenance of effort payments by the counties to the State based on 1995/96 expenditures, and established two task forces to advise the Legislature regarding future responsibility for trial court employees and facilities.

**ABAG** – Association of Bay Area Governments.

**ABX1 26** - Bill approved by the Governor on June 28, 2011 which dissolved all redevelopment agencies in California. RDAs were officially dissolved on February 1, 2012.

**ACA** – Affordable Care Act (or Federal Patient Protection and Affordable Care Act). Federal statute signed into law by President Barack Obama on March 23, 2010 which seeks to provide affordable health insurance for all US citizens and to reduce the growth in health care spending.

**ACCOUNT** – A classification of expenditure or revenue. Example: "Office Expense" is an account in "Services and Supplies."

**ACCOUNTS PAYABLE** – A short-term liability reflecting amounts owed private persons or organizations for goods or services received.

**ACCOUNTS RECEIVABLE** – An asset account reflecting amounts due from private persons or organizations for goods and services provided (excluding amounts due from other funds or other governments).

**ACCRUAL BASIS** – The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

**ACCRUED EXPENSES** – Expenses incurred but not paid.

**ACCRUED REVENUE** – Revenues earned but not received.

**ACO** – Accumulated Capital Outlay.

**ACTIVITY** – A specific line of work performed to accomplish a function for which a governmental unit is responsible. Example: "Protective Inspection" is an activity performed in the "Public Protection" function.

**AD VALOREM TAX** – A tax based on value (i.e., a property tax).

**ADA** – Americans with Disabilities Act.

**ADMINISTRATIVE OVERHEAD** – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures. Also referred to as A87.

**ADOPTED BUDGET** – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve an Adopted Budget by October 2<sup>nd</sup> each year.

**AGENCY FUND** – A fund used to account for assets held by a government as an agent for individuals, private organizations or other governments, and/or other funds.

**AOC** – Administrative Office of the Courts (Judicial Counsel).

**APPROPRIATION** – A legal authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

**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.

# Glossary of Budget Terms and Acronyms

## Glossary

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**AUTHORIZED POSITIONS** – Positions included in the County's salary resolution and for which funding may or may not be provided in the budget.

**BALANCE SHEET** – The financial statement disclosing the assets, liabilities and fund equity or net assets of an entity at a specified date in conformity with Generally Accepted Accounting Principles (GAAP).

**BASIS OF ACCOUNTING** – A term used to refer to when revenues, expenditures, expenses, and transfers—and the related assets and liabilities—are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the modified accrual or the accrual basis.

**BCDC** – Bay Conservation and Development Commission.

**BDCP** – Bay Delta Conservation Plan

**BOC** – (State) Board of Corrections.

**BOE** – (State) Board of Equalization.

**BOS** – Board of Supervisors.

**BUDGET (BU)** – 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** – The classification of the budget expenditure requirements into appropriate, identified or organizational units deemed necessary or desirable for control and information related to a particular financial operation or program.

**BUDGETARY CONTROL** – The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

**BUDGETED POSITIONS** – The number of full-time equivalent positions to be funded in the budget. Budgeted positions should not be confused with "authorized" positions, which are positions that may or may not be funded in the budget.

**CAC** – County Administration Center in downtown Fairfield.

**Cal-MMET** – California Multi-jurisdictional Methamphetamine Enforcement Team.

**CAL-OSHA** – California - Occupational Safety and Health Administration.

**CALWIN** – CalWORKs Informational Network.

**CALWORKS** – California Work Opportunities and Responsibility to Kids.

**CAPITAL EXPENDITURES** – Expenditures resulting in the acquisition of or addition to the government's general fixed assets.

**CAPITAL PROJECT FUND** – A governmental fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and Trust Funds).

**CASA** – Court-Appointed Special Advocates.

**CASH BASIS** – A basis of accounting under which transactions are recognized when cash is received or disbursed.

**CASH FLOW** – Cash available from net collections available for expenditure payments at any given point.

**CCP** – County Corrections Partnership. A planning and advisory board statutorily created as a result of the 2011 Public Safety Realignment legislation. The CCP is responsible for developing an implementation plan for the 2011 Public Safety Realignment in their respective county and allocate funding to the county/city agencies. The Executive Committee from the CCP members is comprised of the following: Chief probation officer, Chief of police, Sheriff, District Attorney, Public Defender, Presiding judge of the superior court, a representative from either the County Department of Social Services, Mental Health, or Alcohol and Substance Abuse Programs, as appointed by the County Board of Supervisors.

**CCSA** – Consolidated County Service Area.

**CDBG** – Community Development Block Grant.

**CDCR** – California Department of Corrections and Rehabilitation: The state agency that operates all state adult prisons and juvenile facilities, oversees a variety of community correctional facilities and other important correctional facility responsibilities, and supervises all adult and juvenile parolees during their reentry into society.

**CDFA** – California Department of Food and Agriculture.

**CDP** – Central Data Processing.

**CENTRAL SERVICE COSTS** – Central administrative and overhead costs allocated back to departments through the Administrative Overhead Cost Plan.

**CEQA** – California Environmental Quality Act.

**CGC** – California Government Code.

**CGF** – County General Fund

## Glossary of Budget Terms and Acronyms

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**CJIS** – Criminal Justice Information System.

**CLETS** – California Law Enforcement Telecommunications System.

**CMIPS** – Case Management Information and Payrolling System.

**CMSP** – County Medical Services Program.

**COLA** – Cost-of-living adjustment.

**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.

**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.

**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.

**CPC** - Center for Positive Change. Solano County's day reporting centers were renamed the "Centers for Positive Change".

**CPS** – Child Protective Services.

**CSAC** – California State Association of Counties.

**CSAC-EIA** – California State Association of Counties – Excess Insurance Authority.

**CTO** – Compensatory Time Off.

**CURRENT LIABILITIES** – Liabilities that are payable within one year.

**CURRENT RESOURCES** – Resources of a governmental unit that are available to meet expenditures of the current fiscal year.

**CWS** – Child Welfare System.

**DA** – District Attorney.

**DCC** - Delta Counties Coalition. A coalition of 5 counties working together to preserve and protect their interests in

the Delta. The participating counties include Solano, Contra Costa, Sacramento, San Joaquin and Yolo.

**DCSS** – Department of Child Support Services. (County)

**DEBT SERVICE FUND** – A fund established to account for the accumulation of resources for the payment of interest and principal for general long-term debt.

**DEFEASANCE** – The legal release of a debtor from being the primary obligor under the debt, either by the courts or by the creditor. Also referred to as a legal defeasance.

**DEFERRED REVENUE** – Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

**DEFICIT** – (a) The excess of the liabilities of a fund over its assets. (b) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

**DELINQUENT TAXES** – Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached.

**DESIGNATION** – For government fund types, a segregation of a portion of the unreserved fund balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement, financing receivables, etc.

**DOIT** – Department of Information Technology.

**DOJ** – Department of Justice.

**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.

**EARMARKED FUNDS** – Revenues designated by statute or Constitution for a specific purpose.

**EHR** – Electronic Health Record.

**EIR/S** – Environmental Impact Report/Statement.

**EMPLOYEE BENEFITS** – Amounts paid on behalf of employees by employers in addition to salary. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation, dental and vision and unemployment insurance premiums.

# Glossary of Budget Terms and Acronyms

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**EMSA** – Emergency Medical Services Authority.

**ENCUMBRANCE** – An obligation in the form of a purchase order, contract, or other commitment related to unperformed contracts for goods and services.

**ENTERPRISE FUND** – A fund established to account for operations financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (i.e., Airport, Fouts Springs Youth Facility)

**EPSDT** – Early Periodic Screening Diagnosis and Treatment.

**ERAF** – Education Revenue Augmentation Fund established by the State of California in FY1992/93. This 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.

**FINAL BUDGET** – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2<sup>nd</sup> each year.

**FISCAL YEAR** – A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**FIXED ASSETS** – A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$5,000.

**FQHC** – Federally Qualified Health Centers. Facilities that are primarily engaged in providing outpatient services that are typically furnished in a physician's office, and are paid an all-inclusive rate for qualified primary and preventive

health services. The County's William J. Carroll Health Center in Vacaville, CA is a FQHC-facility.

**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.

**FY** – fiscal year.

**GA** – General Assistance. Funded entirely by counties, provides cash assistance, generally to childless adults.

**GAAP** – Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. These govern the form and content of the financial statement of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general applications, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP for state and local governments is the GASB.

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## Glossary

**GANN LIMIT** – Refers to the Gann Initiative (Proposition 4 on the November 1979 ballot), which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies. Limit is generally prior year appropriations factored by Consumer Price Index (CPI) and population changes.

**GASB** – Governmental Accounting Standard Board. The authoritative accounting and financial reporting standard-setting body for government entities.

**GASB 34** – The GASB issued statement No. 34 changing the framework of financial reporting for State and local governments.

**GASB 54** – The GASB issued statement No. 54 to enhance how fund balance information is reported and improve its decision-usefulness.

**GENERAL FUND CONTRIBUTION** – A contribution from General Fund revenue to provide the match to other operating budgets.

**GENERAL FUND REVENUE** – Non-specific program revenues, which include such items as property taxes, sales tax, interest earnings, vehicle license fees, etc. These are revenues not specified or dedicated to a particular program, but may be allocated at the discretion of the Board of Supervisors.

**GENERAL RESERVE** – An equity restriction within a fund which is legally or contractually constrained for use only during the budget process or in the event of national emergency.

**GIS** – Geographical Information System.

**H&SS** – Health and Social Services.

**HIE** – Health Information Exchange.

**HIPAA** – Health Insurance Portability and Accountability Act.

**HUD** – Housing and Urban Development.

**IFAS** – Integrated Fund Accounting System.

**IGT** – Intergovernmental Transfers.

**IHSS** – In-Home Supportive Services. IHSS provides services to eligible elderly and disabled persons who are unable to remain safely in their own homes without assistance. IHSS is funded through MediCal and the Social Services Block Grant (SSBG).

**INTERNAL CONTROL STRUCTURE** – Policies and procedures established to provide reasonable assurance that specific government objectives will be achieved.

**INTERNAL SERVICE FUND** – A fund used to account for the financing of goods or services provided by one department or agency to another department or agency of a government on a cost reimbursement basis. (i.e., Fleet, Data Processing, Risk Management)

**JJCPA** – Juvenile Justice Crime Prevention Act.

**JPA** – Joint Powers Authority.

**LAFCO** – Local Agency Formation Commission. LAFCo is a State-mandated independent entity responsible for the formation and modification of the boundaries of local agencies. The Commission is tasked to observe these basic statutory purposes: (a) the promotion of orderly development; (b) the discouragement of urban sprawl; (c) the preservation of open-space and prime agricultural lands; and (d) the extension of governmental services.

**LLEBG** – Local Law Enforcement Block Grant.

**LT** – Limited Term position. A full- or part-time position that has a specified term of employment. At the end of the term, the position is eliminated from the Position Allocation Listing.

**MAA** – MediCal Administrative Activities.

**MAINTENANCE OF EFFORT (MOE)** – A Federal and/or State requirement that the County provide a certain level of financial support for a program from local tax revenues. The amount of support is referred to as the Maintenance of Effort (MOE) level.

**MANDATED PROGRAMS** – Mandated programs are those programs and services that the County is required to provide by specific State and/or Federal law or by court order.

**MATCH** – Refers to a cost sharing ratio for a State or Federal program that requires a County General Fund Contribution of a certain amount or percentage to qualify.

**MAY REVISE** – The California Governor submits the Governor's Budget to the Legislature in January, it is revised in May/June, and the fiscal year begins July 1.

**MEDI-CAL** – MediCal, 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)

**MISOC** – Management Information Services Oversight Committee.

**MISSION STATEMENT** – A succinct description of the scope and purpose of a County department.

# Glossary of Budget Terms and Acronyms

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**MODIFIED ACCRUAL BASIS OF ACCOUNTING** – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due. Measurable, relates to the amount being determinable. Available, indicates it will be received within 90 days of the fiscal year.

**MOU** – Memorandum of Understanding. A legal document between the Board of Supervisors and an employee organization (union) that outlines agreements reached regarding wages, hours and working conditions for a specific group of County employees.

**MSA** – Master Settlement Agreement for tobacco health impacts.

**NACO** – National Association of Counties.

**NEPA** – National Environmental Protection Act.

**NET COUNTY COST** – The difference between budgeted appropriations and departmental revenues for General Fund budgets. Local tax revenues fund the difference.

**NON-NON-NON** – Term referred to in AB109 as non-violent, non-serious, and non-sex offenders. Under AB109, these inmates will serve their sentence in county jails instead of state prisons. Upon release from prison, counties are responsible for post-release supervision.

**OBJECT OF EXPENDITURE** – A major category of appropriation. Example: "Salaries and Employee Benefits" and "Services and Supplies."

**OES** – Office of Emergency Services.

**OFFICIAL STATEMENT** – A document published by a governmental entity planning to issue bonds that provides information on the proposed bond issue, the purpose of the issue, and the means of servicing indebtedness, as well as other information about the issuer that may be helpful in evaluating credit worthiness.

**OFVP** – Office of Family Violence Prevention.

**OPEB** – Other Post-Employment Benefits.

**OTHER CHARGES** – A category of appropriations for payment to an agency, institution or person outside the County Government and includes principal and interest payments for debt service.

**OTHER FINANCING SOURCES** – A category of revenues, which include long-term debt proceeds, proceeds from the sale of general fixed assets, and operating transfers in. Such amounts are classified separately from revenues on the governmental statement of revenues, expenditures and changes in fund balance.

**OTHER FINANCING USES** – A category of appropriations, which include fund operating transfers out and the amount of refunding bond proceeds deposited with the escrow agent. Such amounts are classified separately from expenditures on the governmental statement of revenues, expenditures and changes in fund balance.

**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.

**PRCS** – Post-Release Community Supervision. (See NON-NON-NON) PC Section 3450 provides that CDCR continues to have jurisdiction over all offenders who are on state parole prior to the implementation date of AB109, October 1, 2011. After this date, county-level supervision for offenders upon release from prison will include current non-violent, current non-serious (irrespective of priors), and some sex offenders.

**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** – 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.



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**PROPOSITION 8** – Passed by voters in 1978, this constitutional amendment to Article XIII A allows for a *temporary* reduction in assessed value when real property suffers a decline in value. A decline in value occurs when the *current market* value of real property is less than the *current assessed* (taxable) factored base year value as of the lien date, January 1. Proposition 8 is codified by section 51(a)(2) of the Revenue and Taxation Code.

In the past few years, the Solano County Assessor has been assessing a number of real properties under their “Prop 8 value”.

**PROPOSITION 10** – 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** – Passed by the voters in March 2000, gave the State authority to issue \$2.1 billion in bonds to fund watershed protection, water quality improvement, wildlife habitat conservation, preservation of open space and farmland threatened by unplanned development, and to repair and improve the safety of state and neighborhood parks.

**PROPOSITION 13** – 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** – 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** – 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** – 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** – 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 63** – Passed by the voters in November 2004, established a State personal income tax surcharge of 1% on taxpayers with annual taxable incomes of more than \$1 million. Funds resulting from the surcharge would be used to expand county mental health programs (also known as Mental Health Services Act).

**PROPOSITION 99** – 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** – Passed in November 1993. It established a one-half cent sales tax whose proceeds are used to fund eligible public safety activities.

**PROPOSITION 218** – Passed by the voters in November 1996, this measure constrained local governments’ ability to impose fees, assessments and taxes through the imposition or specific criteria and requirements. All new taxes, fees and assessments require a two-thirds vote.

**PTAF** – Property Tax Administration Fee

**PY** – Program Year.

**RDA** – Redevelopment Agencies.

**REAL PROPERTY** – Land and the structures attached to it.

**RECOMMENDED BUDGET** – The working document for the fiscal year under discussion.

**RE-ENTRY** – the act of getting parolees back into the society.

**REGULAR POSITION** – Any permanent position in the County’s classification system approved and funded by the Board of Supervisors.

**REIMBURSEMENT** – Payment received for services/supplies expended on behalf of another institution, agency or person.

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**RESERVE** – An account used to set aside and maintain a portion of fund equity, which is legally or contractually restricted for future use or not available for expenditure.

**REVENUE** – Money received to finance ongoing County services. Examples are property taxes, sales taxes, fees, and State and Federal grants.

**RFP** – Request for Proposals.

**RNVWD** – Rural North Vacaville Water District.

**ROV** – Registrar of Voters.

**RULE 810** – Refers to Rules promulgated by the Administrative Office of the Court, which defines expenditures eligible for funding local courts through the Trial Court Budget Commission.

**SACPA** – Substance Abuse and Crime Prevention Act of 2000.

**SAFE** – Sexual Assault Felony Enforcement (Team).

**SALARIES AND EMPLOYEE BENEFITS** – An object (category) of expenditure, which establishes all expenditures for employee-related costs.

**SALARY SAVINGS** – The dollar amount of salaries expected to be saved due to vacancies and turnover of employees.

**SAMHSA** – Substance Abuse and Mental Health Services Administration.

**SB** – Senate Bill.

**SCHEDULE** – A listing of financial data in a form and manner prescribed by the State Controller's Office.

**SCHEDULE 1** – A summary of the financing sources and financing uses for all funds, including governmental-type funds (general, special revenue, capital projects, and debt service) as well as enterprise, internal service, special districts and other agencies governed by the Board of Supervisors. Independent special districts are excluded from this schedule.

**SCHEDULE 2** – A summary of financing sources and financing uses of only County Governmental funds consisting of general, special revenue, capital projects, and debt service funds. Fiduciary, enterprise, internal service funds, special districts and other agencies are excluded from Schedule 2.

**SCHEDULE 3** – Presents various components of actual or estimated fund balance. Encumbrances, reserves and designations are subtracted from actual or estimated total fund balance to determine the amount of fund balance that

is unreserved and undesignated as of June 30 of the preceding budget year, and therefore available for budgetary requirements.

**SCHEDULE 4** – Presents all amounts reserved or designated and unavailable for financing budgetary requirements in the budget year.

**SCHEDULE 5** – Consists of two sections. The first section summarizes the additional financing sources by revenue category for the governmental funds, as defined in Chapter 6 of the "Accounting Standards and Procedures for Counties." The second section summarizes the additional financing sources by fund within the governmental funds. The totals of the summarization by source must agree with the totals of the summarization by fund.

**SCHEDULE 6** – Presents additional financing sources for each governmental fund in accordance with the Chart of Accounts as prescribed in Chapter 7 of the "Accounting Standards and Procedures for Counties."

**SCHEDULE 7** – Consists of two sections. The first section summarizes the total financing uses by function, appropriations for contingencies and provisions for new or increased reserves and designations for the governmental funds, as defined in Chapter 7 of the "Accounting Standards and Procedures for Counties." The second section summarizes the financing uses by fund.

**SCHEDULE 8** – A summary of financing uses by function, activity and budget unit for the governmental funds.

**SCHEDULE 9** – Prepared to meet requirements for disclosing financing sources and uses as covered in Section 29006 of the Budget Act. All financing sources shall be classified by source, as defined in Chapter 7 of the "Accounting Standards and Procedures for Counties." All financing uses, including both specific and contingent by object category, are presented in this schedule. A separate schedule is required for each budget unit having activity within the County's governmental funds.

**SCHEDULE 10** – Reflects all Internal Service Funds as defined in Chapter 13 of "Accounting Standards and Procedures for Counties." The schedule meets the requirement so Government Code (GC) §29141.

**SCHEDULE 11** – Reflects all Enterprise funds as defined in Chapter 13 of "Accounting Standards and Procedures for Counties." The schedule meets the requirements of Government Code (GC) §29141.

**SCHEDULE 12** – This is the counterpart of Schedule 2 of the County budget forms. The basic discussion of Schedule 2 applies to this schedule. This schedule is a summary of

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financing sources and financing uses of special districts whose affairs and finances are under the supervision and control of the board of Supervisors as provided in Section 29002.

**SCHEDULE 13** – Discloses the various components of actual or estimated fund balance. Encumbrances, reserves and designations are subtracted from actual or estimated total fund balance to determine the amount of fund balance which is unreserved and undesignated as of June 30 of the preceding budget year, and therefore available for budgetary requirements.

**SCHEDULE 14** – Presents amounts reserved or designated and unavailable for financing budgetary requirements in the budget year.

**SCHEDULE 15** – Discloses the financing sources and financing uses by object for each dependent special district and other agency whose affairs and finances are under the supervision and control of the Board of Supervisors as provided in Section 29002.

**SCIPS** – Solano County Integrated Property Systems. Provides information management systems and related services in a timely manner to those County departments responsible for the administration of property tax and the recording of official documents.

**SCWA** – Solano County Water Agency.

**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)

**SOLANO EDC** – Solano Economic Development Corporation.

**SOLANO FAMILY JUSTICE CENTER** – The Solano Family Justice Center (SFJC) is a service center for victims of

domestic violence, sexual assault, child abuse and elder abuse. The SFJC is operated by the District Attorney's Office of Family Violence Prevention in collaboration with 27 different partnering agencies.

**SOLNET** – Solano Narcotics Enforcement Team.

**SPECIAL DISTRICT** – Independent unit of local government generally organized and funded through assessments to the beneficiaries of the district to perform a specific function(s) for a specific area. Examples are street lighting, waterworks and fire departments.

**SPECIAL REVENUE FUND** – A fund used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specified purposes.

**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.

**SWRCB** - State Water Resources Control Board

**TAFB** – Travis Air Force Base.

**TANF** – Temporary Assistance for Needy Families. TANF was created by the new welfare reform law 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.

**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.

## Glossary of Budget Terms and Acronyms

### Glossary

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**TAX RELIEF SUBVENTION** – Funds ordinarily paid to compensate for taxes lost because of tax relief measures, such as homeowner's exemption.

**TDA** – Transportation Development Act.

**TEA 21** – Transportation Equity Act for the 21<sup>st</sup> Century.

**TEETER PLAN** – A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes as they are collected.

**TEMPORARY POSITION** – See Extra Help.

**TRAN(S)** – Tax Revenue Anticipation Notes. Notes or warrants issued in anticipation of collection of taxes, usually retireable only from tax collections and frequently only from the proceeds of the tax levy whose collection they anticipate.

**TRIAL COURT FUNDING** – The Trial Court Funding Act of 1997 effectively separated the budgetary and administrative function of the trial courts from the County and made the State responsible for funding trial court operations. The 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.

**VLF** – Vehicle License Fees.

**WIA** – Workforce Investment Act.

**WIB** – Workforce Investment Board.

**YSAQMD** – Yolo-Solano Air Quality Management District.