

Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com



Agenda - Final

Tuesday, April 23, 2024

9:00 AM

Board of Supervisors Chambers

Board of Supervisors

Mitch Mashburn (Dist. 5), Chair
(707) 784-6130

Erin Hannigan (Dist. 1), Vice-Chair
(707) 553-5363

Monica Brown (Dist. 2)
(707) 784-3031

Wanda Williams (Dist. 3)
(707) 784-6136

John M. Vasquez (Dist. 4)
(707) 784-6129

MEETING OF THE SOLANO COUNTY BOARD OF SUPERVISORS
HOUSING AUTHORITY, SPECIAL DISTRICTS, SOLANO FACILITIES CORPORATION,
AND IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

This meeting will be live-streamed and available to view at:

<http://www.solanocounty.com/depts/bos/meetings/videos.asp>

Temporary parking permits for the County Parking Garage are available from the Board Clerk for visitors attending the Board of Supervisors' meeting for more than 2 hours.

The County of Solano does not discriminate against persons with disabilities. If you wish to participate in this meeting and will require assistance in order to do so, please call the Office of the Clerk of the Board of Supervisors at 707-784-6100 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

PUBLIC COMMENTS: To submit public comments virtually, please see the options below.

Email/Mail: If you wish to address any item listed on the Agenda in advance of the meeting, please submit comments in writing to the Clerk of the Board by U.S. Mail or by email. Written comments should be received no later than 5:00 P.M. on the Monday prior to the Board meeting to ensure distribution in advance of the meeting. The mailing address is: Clerk of the Board of Supervisors, 675 Texas Street, Suite 6500, Fairfield, CA 94533. The email address for the Clerk is: clerk@solanocounty.com. Copies of comments received will be provided to the Board and will become a part of the official record but will not be read aloud at the meeting.

Phone: To submit comments verbally from your phone during the meeting, you may do so by dialing: 1-415-655-0001 and using Access Code 2632 043 6228# on your phone. No attendee ID number is required. When the Chair or Clerk of the Board calls for an item on which you wish to speak, press *3 to access the "raise your hand feature". When Public Comment begins the Clerk will announce the last two digits of the phone number and will send you a request to unmute. Please press *6 to unmute yourself. The Board of Supervisors offers the opportunity to call in to this meeting as a courtesy to the public. If no member of the Board of Supervisors is attending the meeting via teleconference, and a technical error or outage occurs on the teleconference feed affecting the call in number, the Board of Supervisors will continue the meeting in public in the County Board Chambers.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received, since January 1, 2023, more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet will be emailed to you upon request. You may request materials by emailing clerk@solanocounty.com.

AGENDA

CALL TO ORDER - 9:00 A.M.

ROLL CALL

SALUTE TO THE FLAG AND A MOMENT OF SILENCE

PRESENTATIONS

Board of Supervisors:

- 1 **24-271** Adopt and present a resolution recognizing the month of April 2024 as National Volunteer Month in honor of the Food Bank of Contra Costa and Solano's dedicated volunteers (Supervisor Mashburn)

Attachments: [A - Food Bank Volunteer Resolution](#)

- 2 **24-278** Adopt and present a resolution recognizing May 2024 as Wildfire Awareness Month and May 4, 2024 as Community Wildfire Preparedness Day in Solano County (Supervisor Vasquez)

Attachments: [A - May 2024 Wildfire Awareness Month Resolution](#)

Health and Social Services:

- 3 **24-234** Adopt and present a resolution recognizing May 2024 as Mental Health Awareness Month in Solano County; and Adopt and present a resolution recognizing May 6 -12, 2024 as Maternal Mental Health Awareness Week in Solano County (Supervisor Brown)

Attachments: [A - Mental Health Awareness Month Resolution](#)

[B - Maternal Mental Health Awareness Week Resolution](#)

- 4 **24-268** Adopt and present a resolution recognizing May 6-12, 2024 as National Nurses Week and May 19-25, 2024 as National Emergency Medical Services Week in Solano County (Chair Mashburn)

Attachments: [A - Nurses Week & Emergency Medical Services Week Resolution](#)

General Services:

- 5 **24-259** Receive a presentation from the Department of General Services on the selection of Brandon Henderson for the "Employee of the Month" Parking Program for May 2024

ITEMS FROM THE PUBLIC

This is your opportunity to address the Board on a matter not listed on the Agenda; however, items must be within the subject matter jurisdiction of the Board. Please submit a Speaker Card before the first speaker is called and limit your comments to 3 minutes. The Board will hear public comments for up to 15 minutes. Any additional public comments will be heard at the conclusion of the meeting. Items from the public will be taken under consideration without discussion by the Board and may be referred to staff.

ADDITIONS TO OR DELETIONS FROM THE AGENDA**APPROVAL OF THE AGENDA****PUBLIC COMMENT ON CONSENT CALENDAR**

Each speaker shall have 3 minutes to address any or all items on the Consent Calendar.

APPROVAL OF THE CONSENT CALENDAR

The Board considers all matters listed under the Consent Calendar to be non-controversial or routine and will adopt them in one motion. There will be no discussion on these items before the Board votes on the motion unless Board members request specific items be discussed and/or removed from the Consent Calendar.

CONSENT CALENDAR**GENERAL GOVERNMENT**Board of Supervisors:

- 6 **24-199** Adopt a resolution recognizing May 6, 2024, as Yom HaShoah, Holocaust Remembrance Day
Attachments: [A - Yom HaShoah Resolution](#)
- 7 **24-274** Authorize the County's contribution of \$3,600 from the General Fund contribution allocated to District 3 to benefit the following organizations, including Water & Education International (\$1,000), Solano Community College Education Foundation (\$1,000), Food is Free Solano (\$800) and Sorooptimist International of Central Solano (\$800)

Clerk of the Board of Supervisors:

- 8 **24-270** Approve the minutes of the Solano County Board of Supervisors' regular meeting of April 9, 2024 and the Solano County Housing Authority's regular meeting of April 9, 2024
Attachments: [A - April 9, 2024 Draft Minutes](#)
 [B - April 9, 2024 Housing Authority Draft Minutes](#)

- 9 **24-272** Receive and file the Meeting Attendance Reports for the month of March 2024 from the members of the Board of Supervisors

Attachments: [A - March 2024 BOS Monthly Attendance Reports](#)
 [B - BOS Annual Appointments](#)

General Services:

- 10 **24-260** Approve a Lease Agreement for 1,890 square feet of office space at 2220C Boynton Ave., in the City of Fairfield commencing May 1, 2024 and expiring April 30, 2029, at a base rent of \$6,004 per month, with three (3) percent annual increases and six (6) months of prior rent totaling \$17,580 due at commencement; and Authorize the County Administrator or designee to execute the Lease Agreement and any subsequent modifications or amendments

Attachments: [A - 2220C Boynton Ave. Lease Agreement](#)

HEALTH AND SOCIAL SERVICES

Health and Social Services:

- 11 **24-203** Approve a second contract amendment with Sierra Vista Hospital for \$210,000 for a total contract amount of \$685,832 to provide psychiatric medical services for the current period through June 30, 2024; and Delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999

Attachments: [A - Sierra Vista Hospital Contract, Amendment 2](#)
 [B - Link to Sierra Vista Amendment 1, Original Contract](#)

- 12 **24-264** Approve a first contract amendment with Touro University for \$903,400 for a total contract amount of \$915,900 to support a regional approach to opioid remediation and abatement activities in coordination with Drug Safe Solano and Solano County Behavioral Health for the current period through June 30, 2026; and Delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999

Attachments: [A - Touro University Contract Amendment](#)
 [B - Link to Touro University Original Contract](#)

- 13** **24-275** Approve a second contract amendment with Caminar, Inc. for \$94,139 for a total contract amount of \$1,913,699 for the Homeless Outreach Motivation and Engagement Full Service Partnership program for the current period through June 30, 2024, and Delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999

Attachments: [A - Caminar Amendment 2](#)
 [B - Link to Caminar Amendment 1 and Original Contract](#)

- 14** **24-282** Approve an updated Federally Qualified Health Center Co-Applicant Agreement with the Solano County Community Healthcare Board in accordance with the Health Resources and Services Administration guidelines

Attachments: [A - 2024 FQHC Co-Applicant Agreement](#)
 [B - Link to 2023 & 2015 FQHC Co-Applicant Agreements](#)

CRIMINAL JUSTICE

District Attorney:

- 15** **24-215** Adopt a resolution affirming the Solano County District Attorney's prior submission of a recurring grant proposal to the California Department of Insurance for the investigation and prosecution of workers' compensation insurance fraud; Authorize the District Attorney, or her designee, to accept the award in the amount of \$307,726 for the period ending June 30, 2024; and Approve an Appropriation Transfer Request recognizing \$138,506 in grant revenue above the amount budgeted for FY2023/24 offset by appropriations for Services and Supplies (4/5 vote required)

Attachments: [A - Grant Application](#)
 [B - Grant Budget](#)
 [C - Grant Award Agreement](#)
 [D - Carryover Approval Letter](#)
 [E - Additional Funding Letter](#)
 [F - Grant Resolution](#)

- 16 **24-218** Adopt a resolution affirming the Solano County District Attorney's prior submission of a recurring grant proposal to the California Department of Insurance for the investigation and prosecution of automobile insurance fraud; Authorize the District Attorney to accept the award in the amount of \$188,287 for the period ending June 30, 2024

Attachments: [A - Grant Application](#)
 [B - Grant Budget](#)
 [C - Grant Agreement](#)
 [D - Budget Approval Letter](#)
 [E - Modified Budget](#)
 [F - Grant Resolution](#)

LAND USE/TRANSPORTATION

Resource Management:

- 17 **24-254** Adopt a resolution proclaiming the month of May 2024 as Building Safety Month in Solano County
- Attachments:** [A - Building Safety Month Resolution](#)
 [B - Building Safety Month Poster](#)
- 18 **24-269** Adopt a Resolution of Notice of Intent to vacate a portion of Liberty Island Road (County Road No. 1490) which would include a transfer of APN 0042-190-230 (Bridge Parcel) to the State of California; Approve setting a public hearing date of May 14, 2024 at 9:00 a.m., or as soon thereafter as the matter may be heard, for the proposed vacation
- Attachments:** [A - Resolution of Notice of Intent to Vacate](#)
- 19 **24-252** Approve extending the authority of the County Administrator, with the concurrence of County Counsel, to execute agreements and amendments per Resolution 2020-64 with the State Department of Water Resources and ICF Jones & Stokes, Inc. to develop Phase 2 and Phase 3 of a Habitat Conservation Plan (HCP) for ongoing water diversions in the Yolo Bypass and Cache Slough through the development of the HCP
- Attachments:** [A - MOU](#)
 [B - Map](#)
 [C - Resolution 2020-64](#)

REGULAR CALENDAR

Rescheduled Consent Items

Consider the following:

- A)
- B)
- C)

GENERAL GOVERNMENT

Auditor-Controller:

- 20** **24-232** Accept the Solano County Single Audit Report for the fiscal year ended June 30, 2023

Attachments: [A - County of Solano 2023 Final Single Audit Report](#)
 [B - 2023 Corrective Action Plan](#)
 [C - 2023 Summary Schedule of Prior Audit Findings](#)

County Administrator:

- 21** **24-261** Conduct a noticed public hearing on the proposed FY2024/25 user fee schedules; and Consider adopting 20 revised fee schedules by separate resolutions amending the exhibits in Chapters 2.4 and 11 of the Solano County Code, revising and establishing various fees, to become effective July 1, 2024

Attachments: [A - Summary of Proposed FY2024-25 Fee Changes by Department](#)
 [B - Resolutions and Fee Schedules](#)
 [C - Notice of Public Hearing FY24-25](#)

- 22** **24-284** Receive an update on the April 15, 2024 Legislative Committee meeting, including a verbal update from Paragon Government Relations, the County's Federal Legislative Advocates and Karen Lange, the County's State Legislative Advocate on legislative matters of interest to the County including AB 2265, AB 2561, and AB 3259 and consider taking a position; and Receive an update from staff on SB 1057, SB 1124, SB 1159, AB 2079 and AB 2882 and consider taking a position

First 5 Solano:

- 23** **24-277** Receive a presentation providing an update on the Early Learning Center in Vallejo

HEALTH AND SOCIAL SERVICES

Health and Social Services:

- 24** **24-285** Receive an overview of changes impacting Solano County Behavioral Health related to new mandates and statewide directives for the delivery of services
- Attachments: [A - Behavioral Health Presentation](#)

ITEMS FROM THE PUBLIC con't

This is the opportunity for the Board to hear additional public comment from speakers who were in the morning call in queue or submitted speaker cards during the original public comment period but were not heard due to time constraints.

CLOSED SESSION

- 25** **24-280**
1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:
(Pursuant to Government Code § 54956.8): a. Property: APN's: 0027-251-490, 0027-510-030, a portion of 0027-510-290; Agency negotiators Bill Emlen, County Administrator, Debbie Vaughn, Assistant County Administrator, Ian Goldberg, Assistant County Administrator, James Bezek, Director of Resource Management, , Dustin Leno, Assistant Director of General Services, Matt Tuggle, Engineering Manager, Dale Eyeler, Real Estate Agent; Negotiating Party: Lucy L. Owens, Real Property Agent, Solano Transportation Authority; Under negotiation: Price and terms.
 2. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation
(Pursuant to Government Code § 54956.9(d)(2))- Significant Exposure to Litigation (one case)
 3. CONFERENCE WITH LEGAL COUNSEL: Existing Litigation
(Pursuant to Government Code § 54956.9(d)(1)) - Solano County Orderly Growth Committee v. City of Fairfield, et. al. Solano County Superior Court case no. FCS059198

RECONVENE

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

To be adjourned in memory of Michael Garrity as requested by District 2, Calvin Fisk as requested by District 3, Tony Moreno, Frank Martinez, Albert Shaw, and Bob Powell as requested by District 4.

ADJOURN:

*To the Board of Supervisors meeting of May 7, 2024 at 9:00 A.M., Board Chambers,
675 Texas Street, Fairfield, CA*



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	1	Status:	Presentation
Type:	Resolution-Presentation	Department:	Board of Supervisors
File #:	24-271	Contact:	Mitch Mashburn/Amy Sharp, 784-3020
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt and present a resolution recognizing the month of April 2024 as National Volunteer Month in honor of the Food Bank of Contra Costa and Solano's dedicated volunteers (Supervisor Mashburn)		
Governing body:	Board of Supervisors		
District:	District 5		
Attachments:	A - Food Bank Volunteer Resolution		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

Supervisor Mashburn requests that the Board adopt and present a resolution recognizing the month of April 2024 as National Volunteer Month in honor of the Food Bank of Contra Costa and Solano's dedicated volunteers.

SUMMARY/DISCUSSION:

Everyone needs nutritious food to thrive, and in every community in America people are working hard to provide for themselves and their families -- in 2023, approximately 1 in 4 individuals in our community relied monthly on food provided by the members and volunteers of the Food Bank of Contra Costa and Solano.

The Food Bank of Contra Costa and Solano, a member of the Feeding America® nationwide network of food banks, is educating people about the role and importance of food banks in addressing hunger and how they can join the Food Bank in leading the fight to end hunger in Solano County through volunteering. In 2023, the Food Bank of Contra Costa and Solano hosted 8,000 volunteers who provided more than 100,000 volunteer hours, equivalent to 50 full-time employees. The Food Bank of Contra Costa and Solano would not be able to serve the community without the support of dedicated volunteers.

National Volunteer Month is an opportunity to recognize the impact that volunteers have in the fight to end hunger.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the District 5 FY2023/24 Working Budget. The costs associated with preparation and purchase of the resolution materials are included

in the Board's FY2023/24 Working Budget.

ALTERNATIVES:

The Board could choose not to approve this resolution, however, that is not recommended as this is an opportunity to bring attention to the local community organizations who work tirelessly every day to feed those in need and the incredible impact that volunteering makes in the fight to end hunger in Solano County.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2024 -

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING APRIL 2024 AS NATIONAL VOLUNTEER MONTH IN HONOR OF THE FOOD BANK OF CONTRA COSTA AND SOLANO'S DEDICATED VOLUNTEERS

WHEREAS, the month of April has been designated "National Volunteer Month" recognizing the impact that volunteers have on leading the fight to end hunger within our community; and

WHEREAS, the Food Bank of Contra Costa and Solano County hosted 8,000 volunteers who provided more than 100,000 volunteer hours in 2023, equivalent to 50 full-time employees; and

WHEREAS, the Food Bank of Contra Costa and Solano would not be able to serve the community without the support of dedicated volunteers; and

WHEREAS, everyone needs nutritious food to thrive, and in every community in America, people are working hard to provide for themselves and their families -- in 2023, approximately 1 in 4 individuals in our community relied monthly on food provided by the members and volunteers of the Food Bank of Contra Costa and Solano; and

WHEREAS, Solano County is committed to working with The Food Bank of Contra Costa and Solano, a member of the Feeding America® nationwide network of food banks, in educating people about the role and importance of food banks in addressing hunger and how they can join the Food Bank in leading the fight to end hunger in Solano County through volunteering; and

WHEREAS, the Food Bank of Contra Costa and Solano is celebrating volunteers throughout the month of April to bring awareness to the impact that volunteering with the Food Bank has in the Food Bank's mission in leading the fight to end hunger in our community.

NOW, THEREFORE BE IT RESOLVED, that the Solano County Board of Supervisors hereby recognizes April 2024 as National Volunteer Month in honor of The Food Bank of Contra Costa and Solano's dedicated volunteers.

Dated this 23rd day of April 2024

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLIN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	2	Status:	Presentation
Type:	Resolution-Presentation	Department:	Board of Supervisors
File #:	24-278	Contact:	John M. Vasquez, 784-6129
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt and present a resolution recognizing May 2024 as Wildfire Awareness Month and May 4, 2024 as Community Wildfire Preparedness Day in Solano County (Supervisor Vasquez)		
Governing body:	Board of Supervisors		
District:	District 4		
Attachments:	A - May 2024 Wildfire Awareness Month Resolution		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ___ No X _

Public Hearing Required? Yes ___ No X _

DEPARTMENTAL RECOMMENDATION:

Supervisor Vasquez requests that the Board adopt and present a resolution recognizing May 2024 as Wildfire Awareness Month and May 4, 2024 as Community Wildfire Preparedness Day in Solano County.

SUMMARY/DISCUSSION:

Solano County has 86,973 acres at moderate to very high-risk of wildfire according to the Cal Fire State Responsibility Area Hazard Severity Map. Solano County has suffered devastating wildfires over the last several years, including the Atlas Peak fire in 2017 and the LNU Lightning Complex Fire in 2020. Fires across California are increasing in severity and frequency and preparing properties by creating defensible space and planning for evacuations are two ways residents can help protect themselves from the wildfire dangers. Humans are the largest contributing factor to wildfire ignitions, causing around 87 percent of all wildfires nationally every year and most of these fires can be prevented.

Wildfire prevention is the action everyone can take to help reduce the number of human-caused fires. The public plays a valuable role in preventing wildfires, whether it is properly extinguishing a campfire or keeping vehicles maintained to prevent sparks. Following just a few simple steps can help prevent wildfires. Solano County is developing a Countywide Wildfire Protection Plan with input from the community, local fire agencies and local Fire Safe Councils to educate, identify and manage the risk of wildfire. Wildfire preparedness is a step all residents can all take to be ready for the next fire.

Taking place on Saturday, May 4, 2024 from 10 a.m. to 2 p.m. at Lake Solano Picnic Area, located at 8685 Pleasants Valley Road, will be a wildfire community preparedness event to kick-off wildfire prevention season, with resources to help residents protect their homes and families against wildfires. Information can be found on Ready.gov offering vital safety tips on what to do before, during and after a wildfire. It is the

community's collective responsibility to take the necessary steps to be prepared for the upcoming fire season.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the Department's FY2023/24 Working Budget. The costs associated with preparation and purchase of the resolution materials are included in the Board's FY2023/24 Working Budget.

ALTERNATIVES:

The Board could choose not to adopt this resolution but that is not recommended because the risk of wildfire is very high in Solano County and bringing attention to this critical issue and prevention efforts benefits the community.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2024-

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING MAY 2024 AS WILDFIRE AWARENESS MONTH AND MAY 4, 2024 AS WILDFIRE COMMUNITY PREPAREDNESS DAY

WHEREAS, Solano County has 86,973 acres at very high to moderate risk of wildfire according to the Cal Fire State Responsibility Area Hazard Severity Map and Solano County has suffered devastating wildfires over the last several years; and

WHEREAS, fires across California are increasing in severity and frequency and preparing properties by creating defensible space and planning for evacuations are two ways residents can help protect themselves and others from the wildfire dangers; and

WHEREAS, humans are the largest contributing factor to wildfire ignitions, causing around 87 percent of all wildfires nationally every year and most of these fires can be prevented; and

WHEREAS, wildfire prevention is an action everyone can take to help reduce the number of human-caused fires with the public playing a valuable role in preventing wildfires, whether it is through properly extinguishing a campfire or keeping vehicles maintained to prevent sparks. Following just a few simple steps can help prevent wildfires; and

WHEREAS, Solano County has developed a Countywide Wildfire Protection Plan with input from the community, local fire agencies and local Fire Safe Councils to educate, identify and manage the risk of wildfire; and

WHEREAS, Wildfire preparedness is a step all residents can all take to be ready for the next fire; and on May 4 at Lake Solano Picnic Area from 10 a.m. to 2 p.m., a wildfire community preparedness event will be held to kick-off fire prevention season with resources to help residents protect their homes and families against wildfire. Ready.gov also offers vital safety tips on what to do before, during and after a wildfire. It is the community's collective responsibility to take the necessary steps to be prepared for the upcoming fire season.

NOW, THEREFORE BE IT RESOLVED, that the Solano County Board of Supervisors hereby recognizes May 2024 as Wildfire Awareness Month and May 4, 2024, as Wildfire Community Preparedness Day in Solano County.

Dated this 23rd day of April 2024

MITCH MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By:_____
ALICIA DRAVES, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	3	Status:	Presentation
Type:	Resolution-Presentation	Department:	Health and Social Services
File #:	24-234	Contact:	Gerald Huber, 784-8400
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt and present a resolution recognizing May 2024 as Mental Health Awareness Month in Solano County; and Adopt and present a resolution recognizing May 6 -12, 2024 as Maternal Mental Health Awareness Week in Solano County (Supervisor Brown)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Mental Health Awareness Month Resolution, B - Maternal Mental Health Awareness Week Resolution		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes _____ No X

Public Hearing Required? Yes _____ No X

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services recommends that the Board of Supervisors adopt and present a resolution recognizing May 2024 as Mental Health Awareness Month in Solano County; and adopt and present a resolution recognizing May 6 -12, 2024 as Maternal Mental Health Awareness Week in Solano County.

SUMMARY:

Mental Health Awareness Month, also referred to as "Mental Health Month," has been observed in May every year since it began in 1949. Mental Health Awareness Month serves as a national effort to reach millions of people through the media, local events and screenings, and to spread the word that mental health should be of critical importance to everyone. The attention to mental health issues has risen nationally due to the rise in social media and societal factors and disparities.

Mental Health Awareness Month also focuses on different populations, such as women who experience perinatal and post-partum mental health needs, which is referred to as "Maternal Mental Health." The Policy Center for Maternal Mental Health, formerly 2020 Mom, launched the U.S. Maternal Mental Health Awareness Week campaign in 2014 after several organizations voiced interest in raising awareness on social media. The campaign runs the first week of May each year and serves to raise awareness of maternal mental health issues so that more women seek help and receive appropriate mental health treatment.

The Solano County Health and Social Services Department's Behavioral Health and Public Health Divisions, in partnership with other community organizations, will raise awareness about mental health through social media, virtual events and through other outreach events. Both the Mental Health Awareness Month and the Maternal Mental Health Awareness Week resolutions provide an opportunity to raise public awareness of the

vital role mental wellness plays in an individuals' overall health and well-being.

FINANCIAL IMPACT:

The costs associated with related activities are included in the Department's FY2023/24 Working Budget. There is no impact on the County General Fund.

DISCUSSION:

According to a 2022 California Health Care Foundation report, mental health conditions are the most common health condition in California, where 1 in 7 people experience any mental health issue, and 1 in 26 have a severe mental illness that impairs their daily activities. At least 1 in 14 children have an emotional disorder that limits functioning in family, school, or community activities. Data from a 2021 Substance Abuse and Mental Health Services Administration (SAMHSA) national survey on drug use and health reported that 20.1% of adolescents (ages 12-17) and 8.3% of adults in the U.S. reported having a major depressive episode in the past year. Furthermore, higher rates of mental illness are observed for both children and adults in families with incomes below 100% of the federal poverty level.

Annually, the Solano County Behavioral Health Division provides a range of specialty mental health services to approximately 5,800 individuals experiencing serious mental health conditions; 35% are children and 65% are adults. Behavioral Health provides services and supports that are person-centered, safe, effective, efficient, timely, equitable, supported by friends and the community, and promote wellness and recovery. Additionally, through the Mental Health Services Act (MHSA) prevention and early intervention (PEI) programs and services, Behavioral Health works to reduce stigma and discrimination of individuals with mental health conditions and to prevent suicide.

Solano County Behavioral Health and community-based mental health providers plan to organize activities and events throughout the month of May to celebrate mental wellness. Additionally, Solano County Behavioral Health will continue to use social media platforms to raise awareness about mental health, available services, and appropriate resources.

Maternal Mental Health Awareness Week draws attention to essential health concerns for mothers and families. Life changes around pregnancy make women more vulnerable to mental illness as many new mothers experience some type of perinatal mood and anxiety disorder. According to the California Department of Public Health, one in three women who recently gave birth experienced symptoms of anxiety and/or depression during and after pregnancy. This may have long-lasting physical, cognitive, and emotional outcomes as women of every culture, age, income level, and race can develop perinatal mood and anxiety disorders. The prevalence is estimated to be even higher in certain populations. According to the Policy Center for Maternal Health, people of color have an increased risk for maternal mental health disorders, like depression. Up to 40% of African American and Latina mothers suffer from postpartum depression, twice the rate of their White counterparts. Maternal mental health disorder symptoms can appear at any time during pregnancy and within the first twelve months after childbirth.

The Public Health Division's Maternal, Child, and Adolescent Health (MCAH) Bureau, screens for symptoms of depression using validated tools and provides appropriate referrals and ancillary support for women in need of care. Through a partnership and braided funding between Solano County Behavioral Health MHSA and Public Health, an evidenced-based intervention titled "Mothers and Babies Perinatal Depression Prevention Program" promotes healthy mood management. Providing the intervention during the perinatal period (pregnancy through baby's first year), can prevent adverse childhood experiences in early childhood that can have lifetime effects. In addition, MCAH will promote Maternal Mental Health Awareness Week's

theme of “Storytelling Saves Lives” to raise public awareness about perinatal mental health problems, educate about the symptoms of perinatal depression and anxiety, and provide education and information on interventions and available resources.

Increasing awareness drives social change with a goal of improving the quality of care for people who experience mental illnesses, as well as women experiencing all types of perinatal mood and anxiety disorders and reducing the stigma of experiencing mental health challenges and seeking support.

Mental Health Awareness Month and Maternal Mental Health Awareness Week create opportunities for community members to speak out about their mental health and know they are not alone and understand that seeking help is not a weakness.

ALTERNATIVES:

The Board may choose not to adopt these resolutions. This is not recommended because this is an opportunity to raise awareness and promote community discussion regarding the impact of mental illness and the services available to address these issues. This is also an opportunity to raise awareness and improve maternal mental health issues in Solano County.

OTHER AGENCY INVOLVEMENT:

The Solano County Behavioral Health Advisory Board endorses the resolutions and activities. Additionally, the Health and Social Services Department’s Behavioral Health Division will continue to partner with various community-based mental health providers and community organizations to support Mental Health Awareness Month in May.

The Health and Social Services Department’s Public Health Division, MCAH Bureau, will also partner with various organizations to promote Maternal Mental Health Awareness Week.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2024 -

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING MAY 2024 AS MENTAL HEALTH AWARENESS MONTH

WHEREAS, mental health is essential to everyone's overall health and well-being, and

WHEREAS, mental health conditions affect children, adults, their families, and communities; and

WHEREAS, Solano County Behavioral Health provides services and supports that are person-centered, recovery-oriented, effective, and equitable, that are supported by friends and the community, that promote wellness and recovery; and

WHEREAS, Solano County Behavioral Health values shared decision-making between consumers, family members, and providers when developing goals and recovery plans and

WHEREAS, care is provided in a culturally and linguistically responsive manner with sensitivity to and awareness of the person's self-identified culture, race, ethnicity, language preference, age, gender identity, sexual orientation, disability, religious and spiritual beliefs, and socio-economic status; and

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions and, with early and effective treatment, those individuals experiencing mental health conditions can recover and lead entire, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen shares in the responsibility to promote mental health wellness and support prevention efforts in the workplace and across the community.

NOW, THEREFORE BE IT RESOLVED, that the Solano County Board of Supervisors hereby recognizes May 2024 as Mental Health Awareness Month and recognizes mental health professionals in public, private, and non-profit sectors throughout the community for their important work.

Dated this 23rd day of April 2024

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLIN, Clerk
Solano County Administrator

By: _____
Alicia Draves, Chief Deputy Clerk

Resolution No. 2024 -

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING MAY 6 - 12, 2024 AS MATERNAL MENTAL HEALTH AWARENESS WEEK

WHEREAS, according to the California Department of Public Health, Maternal, Child and Adolescent Health Division, one in three women who recently gave birth experienced symptoms of anxiety and/or depression during and after pregnancy; and

WHEREAS, according to the Policy Center for Maternal Mental Health, maternal mental health disorders, like postpartum depression, are the leading complication of childbirth impacting 1 in 15 women in the United States; and

WHEREAS, depression during pregnancy can cause preterm birth and babies with low birth weight, and although awareness efforts have been increasing, less than 15% of women receive treatment for maternal depression; and

WHEREAS, people of color have an increased risk for maternal mental health disorders, like depression, and up to 40% of African American and Latina mothers suffer from postpartum depression; however, these women are less likely to receive the care needed; and

WHEREAS, this year's theme of "Storytelling Saves Lives" focuses on the sharing of daily stories from people impacted by maternal mental health to help others know that they are not alone and there is hope and help; and

WHEREAS, increasing awareness drives social change with the goal of improving the quality of care for women experiencing all types of perinatal mood and anxiety disorders, reducing the stigma of maternal mental illness, and increasing the likelihood that women will seek help and receive treatment; and

WHEREAS, Solano County Health and Social Services is committed to addressing maternal mental health issues by raising awareness, developing resources, implementing screening and referral processes, and enhancing collaboration; and

WHEREAS, implementation of the evidence-based perinatal depression prevention/intervention program by certified trainers and in-home therapeutic services provided by bilingual mental health clinicians and licensed clinical social workers represents one of the programs that supports families with mental health services in a culturally and linguistically appropriate manner.

NOW, THEREFORE BE IT RESOLVED, that the Solano County Board of Supervisors hereby recognizes May 6 – 12, 2024 as Maternal Mental Health Awareness Week and urges all residents to support maternal mental health wellness of mothers and families.

Dated this 23rd day of April 2024

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLIN, Clerk
Solano County Administrator

By: _____
Alicia Draves, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	4	Status:	Presentation
Type:	Resolution-Presentation	Department:	Health and Social Services
File #:	24-268	Contact:	Gerald Huber, 784-8400
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt and present a resolution recognizing May 6-12, 2024 as National Nurses Week and May 19-25, 2024 as National Emergency Medical Services Week in Solano County (Chair Mashburn)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Nurses Week & Emergency Medical Services Week Resolution		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ___ No X
Public Hearing Required? Yes ___ No X

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services recommends the Board of Supervisors adopt and present a resolution recognizing May 6-12, 2024 as National Nurses Week and May 19-25, 2024 as National Emergency Medical Services Week in Solano County.

SUMMARY:

Solano County Health and Social Services, Public Health Division, joins the American Nurses Association in recognizing National Nurses Week, which is traditionally celebrated May 6th through May 12th each year, and joins the American College of Emergency Physicians and the National Association of Emergency Medical Technicians in recognizing National Emergency Medical Services Week which will be recognized May 19th through May 25th of this year. These observances provide an opportunity to acknowledge and celebrate the efforts of dedicated nurses and emergency medical services personnel in the performance of their duties throughout Solano County.

FINANCIAL IMPACT:

The costs associated with activities in recognition of these observances are included in the Department's FY2023/24 Working Budget. The costs associated with preparation and purchase of the resolution materials are included in the Board's FY2023/24 Working Budget. There is no additional impact to the County General Fund.

DISCUSSION:

Since 1974, professional nursing organizations, health systems and communities around the world have

traditionally celebrated National Nurses Week beginning May 6th and ending May 12th, the birthdate of celebrated nurse Florence Nightingale, in acknowledgement of the importance of nurses and their contributions to the health of individuals, families, communities and populations they serve. The theme for 2024 is “Nurses Make the Difference” to honor the incredible nurses who embody the spirit of compassion and care in every health care setting.

Nearly four million nurses comprise the largest group of professionals in the healthcare sector in the United States. Health and Social Services (H&SS) currently has 44 positions that serve in various nursing roles and in a variety of program areas and settings including Family Health Services, Behavioral Health, Child Welfare Services, Communicable Disease and Tuberculosis Control, Nurse-Family Partnership, IMPACT Nursing, Childhood Lead Poisoning Prevention, Older and Disabled Adult Services, California Children’s Services, Child Health and Disability Prevention, and Foster Care. Additionally, eight nurse practitioners are employed by H&SS.

In recognition of National Nurses Week, healthcare stakeholders and community partners are encouraged to consider ways to celebrate nurses and thank them for their steadfast commitment to meeting the needs of patients and their communities every day. During the month of May, Solano County Human Resources will feature nursing job classifications on Facebook, and Public Health nursing leadership will recognize the difference County nurses make with social media posts and daily expressions of appreciation throughout Nurses Week. Additionally, nurses will gather for lunch and hear from gratis guest speaker Anna Sutton, Director of Nursing with Santa Cruz County Health Service Agency.

Solano Public Health also joins the American College of Emergency Physicians and the National Association of Emergency Medical Technicians to recognize National Emergency Medical Services Week, which was originally established by President Gerald Ford in 1974. The theme for 2024 is “Honoring Our Past. Forging Our Future.” to recognize the 50th anniversary of National Emergency Medical Services Week by honoring emergency medical personnel’s earliest days while continuing to build upon their efforts.

Millions of emergency medical services professionals across the United States, including emergency medical technicians, emergency medical doctors, firefighters, and paramedics, provide day-to-day lifesaving services on medicine’s front lines. Solano County’s Emergency Medical Services Agency supports emergency medical services professionals in Solano County through licensure, certification, training, and education. Emergency Medical Services will collaborate with community partners to honor and highlight the work of emergency medical services professionals throughout the county.

ALTERNATIVES:

The Board may choose not to adopt and present the resolution. This is not recommended as it is an opportunity to honor Solano County nurses and emergency medical services professionals for their value, dedication, and commitment.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2024-

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING MAY 6-12, 2024 AS NATIONAL NURSES WEEK AND MAY 19-25, 2024 AS NATIONAL EMERGENCY MEDICAL SERVICES WEEK IN SOLANO COUNTY

WHEREAS, professional nursing organizations, health systems, and communities around the world traditionally celebrate National Nurses Week every May 6-12, and

WHEREAS, National Emergency Medical Services Week will be celebrated May 19-25, 2024 and this year, it will also recognize the 50th anniversary of the first National Emergency Medical Services Week; and

WHEREAS, nurses and emergency medical services are vital to the overall health and well-being of Solano County residents and

WHEREAS, Solano County employs forty-four nurses and eight nurse practitioners in a variety of programs and settings, including Family Health Services, Behavioral Health, Child Welfare Services, Communicable Disease and Tuberculosis Control, Nurse-Family Partnership, IMPACT Nursing, Childhood Lead Poisoning Prevention, Older and Disabled Adult Services, California Children's Services, Child Health and Disability Prevention, and Foster Care; and

WHEREAS, Solano County's Emergency Medical Services Agency supports emergency medical services professionals in the County, including emergency medical technicians, emergency medical doctors, firefighters, and paramedics, through licensure, certification, training, and education; and

WHEREAS, the theme for National Nurses Week is "Nurses Make the Difference" to honor the incredible nurses who embody the spirit of compassion and care in every health setting; and

WHEREAS, the theme for National Emergency Medical Services Week is "Honoring Our Past. Forging Our Future." to recognize the 50th anniversary of National Emergency Medical Services Week by honoring emergency medical personnel's earliest days while continuing to build upon their efforts.

NOW, THEREFORE BE IT RESOLVED, that the Solano County Board of Supervisors recognizes May 6-12, 2024 as National Nurses Week and May 19-25, 2024 as National Emergency Medical Services Week and salutes the efforts of dedicated nurses and emergency medical personnel in the performance of their duties throughout Solano County.

Dated this 23rd day of April 2024

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLIN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	5	Status:	Consent Calendar
Type:	Presentation	Department:	General Services
File #:	24-259	Contact:	Jason Alvarez, 784-7900
Agenda date:	04/23/2024	Final Action:	
Title:	Receive a presentation from the Department of General Services on the selection of Brandon Henderson for the "Employee of the Month" Parking Program for May 2024		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of General Services recommends the Board receive a presentation on the selection of Brandon Henderson as the May 2024 "Employee of the Month" for the County Administration Center Parking Program making him eligible to use the parking space designated for this program.

SUMMARY/DISCUSSION:

On September 13, 2005, the Board of Supervisors established the County Government Center "Employee of the Month" parking program for County employees. Each month a County department is designated to select one of its employees as "Employee of the Month." The Department of General Services has been designated to select an employee for May 2024.

Mr. Henderson began his career with the County on December 8, 2003 as an Extra Help Custodian for the Department of General Services and nine months later was hired as a full-time Custodian. He was promoted in September 2008 to Lead Custodian and in June 2013 to his current position of Custodial Supervisor within the Facilities Operations Division, Custodial Services Bureau.

Mr. Henderson is an integral part of the Facilities Operations Division. During his 20+ year tenure with General Services, Brandon has amassed significant institutional knowledge while assisting the Facilities Operations Manager in day-to-day operations and has assumed expanded supervisory duties. During this time, he has improved operational efficiencies, cleaning techniques, and sustainable product selection for the entire division and has provided excellent customer service. Mr. Henderson spearheads special projects such as window washing, floor care, carpet care, and deep cleaning that improve workspace, public areas, and extend the lifecycle of our facilities. He is instrumental in preparing and monitoring the Custodial Bureau budget and holds himself and his team accountable in performing duties in accordance with the custodial operations manual resulting in excellent customer service. Mr. Henderson's attention to detail, proactive

approach, and professional development efforts have served as a model for others to follow.

As a valuable member of the General Services team, Mr. Henderson is commended and recognized for exemplifying the Department's core values of teamwork, flexibility, communication, professionalism, and positive attitude. As such, he has been selected as the May 2024 "Employee of the Month."

FINANCIAL IMPACT:

There is no cost to selecting Mr. Henderson as the Employee of the Month. The cost associated with preparing this agenda item is nominal and absorbed by the Department's FY2023/24 Working Budget.

ALTERNATIVES:

The Board could elect to name someone else as the "Employee of the Month"; however, this alternative is not recommended as Mr. Henderson is deserving of the Board of Supervisors "Employee of the Month" Parking Program.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office concurs with the Department's recommendation.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	6	Status:	Consent Calendar
Type:	Resolution-Honorary	Department:	Board of Supervisors
File #:	24-199	Contact:	Kathy Lawton-Caesar, 784-3006
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt a resolution recognizing May 6, 2024, as Yom HaShoah, Holocaust Remembrance Day		
Governing body:	Board of Supervisors		
District:	District 3		
Attachments:	A - Yom HaShoah Resolution		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ____ No X

Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

Supervisor Williams recommends that the Board adopt a resolution recognizing May 6, 2024, as Yom HaShoah, Holocaust Remembrance Day, to commemorate the approximately six million victims of the Holocaust.

SUMMARY:

Yom HaShoah is the Day of Remembrance of the Holocaust in the Jewish faith and is held on April 18, 2023. The full name of the day commemorating the victims of the Holocaust is "Yom HaShoah Ve-Hagevurah" - literally the "Day of (Remembrance of) the Holocaust and the Heroism." It is marked on the 27th day in the month of Nisan - a week after the seventh day of Passover, and a week before Yom HaShoah (Memorial Day for Israel's fallen soldiers). When the 27th of Nisan falls on a Friday or Sunday, Yom HaShoah is shifted a day to avoid conflicting with Shabbat.

In 2024, Yom HaShoah begins at sundown on May 5 and lasts until sundown on May 6.

The date was selected by the Knesset (Israeli Parliament) on April 12, 1951. The full name became formal in a law that was enacted by the Knesset on August 19, 1953. Although the date was established by the Israeli government, it has become a day commemorated by Jewish communities and individuals worldwide.

FINANCIAL IMPACT:

The costs associated with preparation of the agenda item are nominal and absorbed by the Department's FY2023/24 Working Budget. The costs associated with the preparation and purchase of the resolution materials are included in the Board's FY2023/24 Working Budget.

ALTERNATIVES:

The Board could choose not to adopt the resolution, however that is not recommended as it is important to remember the victims of the Holocaust.

OTHER AGENCY INVOLVEMENT:

There is no other agency involvement.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2024 -

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING MAY 6, 2024 AS YOM HASHOAH, HOLOCAUST REMEMBRANCE DAY

WHEREAS, the Holocaust was a tragedy the scale of which the world had never witnessed; and

WHEREAS, from 1933 to 1945, six million Jews were persecuted and slain in the Nazi Holocaust as a part of a systematic program of genocide, and millions of other people also perished as victims of Nazism; and

WHEREAS, the year 2024 marks the 91st Anniversary of the beginning of the genocide of European Jews, the bleakest, most murderous moment in history; and

WHEREAS, May 6, 2024, marks the international observance of Yom HaShoah, Holocaust Remembrance Day, a day to mourn and remember the millions who died; and

WHEREAS, the Holocaust represents one of the darkest periods in the civilization of mankind and must always be remembered in order to prevent its reoccurrence anywhere else in the world; and

WHEREAS, we must teach our children, and future generations, that the individual and communal acts of heroism during the Holocaust serve as a powerful example of how our nation and its citizens can, and must, respond to acts of hatred and inhumanity; and

WHEREAS, we should actively rededicate ourselves to be the light in the darkness, spreading goodness and kindness, to the principles of human rights, individual freedom, and equal protection under the laws of a just and democratic society.

NOW, THEREFORE BE IT RESOLVED, that Solano County joins people around the world in observing Yom HaShoah, Holocaust Memorial Day, and mourning and remembering the millions who were lost during the Holocaust.

Dated this 23rd day of April 2024

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST: BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	7	Status:	Consent Calendar
Type:	Non-County Contributions	Department:	Board of Supervisors
File #:	24-274	Contact:	Kathy Lawton-Caesar, 784-3006
Agenda date:	04/23/2024	Final Action:	
Title:	Authorize the County's contribution of \$3,600 from the General Fund contribution allocated to District 3 to benefit the following organizations, including Water & Education International (\$1,000), Solano Community College Education Foundation (\$1,000), Food is Free Solano (\$800) and Soroptimist International of Central Solano (\$800)		
Governing body:	Board of Supervisors		
District:	District 3		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ___ No X

Public Hearing Required? Yes ___ No X

DEPARTMENTAL RECOMMENDATION:

Supervisor Williams requests that the Board of Supervisors authorize the County's contribution of \$3,600 from the General Fund contribution allocated to District 3 to benefit the following organizations, including Water & Education International (\$1,000), Solano Community College Education Foundation (\$1,000), Food is Free Solano (\$800) and Soroptimist International of Central Solano (\$800).

SUMMARY/ DISCUSSION:

District 3 has identified four (4) local non-profit organizations for which to contribute its non-county contribution allocation, including:

Water & Education International, \$1,000

Water & Education International (WEI) is a global humanitarian organization that was founded and incorporated in 2007 by Ricky Nutt, a veteran school official. WEI's driving purpose is addressing the need for safe water in developing countries and educational opportunities of the world. WEI also promotes wellness through health education. The mission of WEI is to combat poverty and disease while promoting education, sustainability, wellness and nutrition by providing safe water and educational opportunities to the underprivileged on the global community, thereby improving their quality of life.

WEI Scholarships locally are awarded annually to deserving high school seniors who graduate from a high school in either Solano, Napa, Contra Costa, or Alameda Counties or lived in Solano, Napa, Contra Costa, or Alameda Counties and attended an accredited virtual high school. These funds will be used to award scholarships to Solano County students looking to further their educational endeavors.

Solano Community College Educational Foundation, \$1,000

The Solano Community College Educational Foundation (SCCEF) was founded in 1985 to support students and educational excellence at our local community college. SCCEF provides a hand up for higher education. SCCEF's dream is to help every person in our community striving to achieve a college education and improve their life. Since 2013, SCCEF has provided \$3M to support the College, including \$940,000 in donations to departments and programs, \$549,000 for student scholarship awards/stipends, \$105,000 for the Athletic Department and \$60,000 for the establishment of the Alumni Association. In addition, the Foundation has provided \$541,000 to produce outreach and fundraising events to help market the College and has generated \$238,000 to support Foundation activities (providing a cost savings to the College). SCCEF retains approximately \$592,000 in immediately available funds to support nearly 100 College programs. These funds will be used to support the financial endeavors of the SCCEF for the college.

Food is Free Solano, \$800

Food is Free Solano is a local free food resource run completely by volunteers and supported by the local community. The program addresses the issues of food insecurity on an ongoing basis. Its Senior Food Box Program proudly offers the commodity food box program for Solano County Seniors aged 60 and older. These funds will be used to provide much needed financial resources to ensure that the Senior Food Box Program continues to serve local seniors impacted by food insecurity.

Soroptimist International of Central Solano, \$800

Soroptimist International of Solano County provides award opportunities for women seeking financial assistance for education and other needs. The Soroptimist Live Your Dream Award helps women who provide the primary source of financial support for their families by assisting them with resources they need to improve their education, skills and employment prospects. While the Chance to Rise is an awards program for women who have demonstrated that they can overcome personal challenges to forge a path for a successful future. These funds will be used to assist in providing funds for both the Live Your Dream and Chance to Rise Awards going to women in Solano County.

Guidelines for Grant Funding Requests:

During the FY2023/24 Budget Hearings, the Board appropriated \$75,000, \$15,000 to each supervisorial district, to allow Board members to support community service programs. The Board directed County Counsel to provide guidelines on how to recommend funding for qualifying agencies or programs. The Guidelines are as follows:

- 1.) Each supervisor must submit the proposed expenditure to County Counsel and the Auditor-Controller for initial review.
- 2.) The Board must approve the expenditure by a majority vote.
- 3.) The Board must determine that the expenditure is for a public purpose.
- 4.) The Board may authorize an expenditure of public funds to a nonprofit organization so long as the County retains ultimate control over the exercise of judgment and discretion of the intended program.
- 5.) To ensure accountability, all expenditures are subject to periodic audit by the Auditor-Controller; and
 - a) If the recipient provides an activity, program or service ("activity"), it shall provide an activity report within 30 days of the activity that states the number of persons attending (if applicable) or participating activities carried out, feedback from participants (if applicable) and benefits of the activity. The recipient's failure to provide a report may result in its being considered ineligible for future funding.
 - b) If the recipient is purchasing property or making improvements, it shall use the funds for only the specified purposes and allow representatives of the county to inspect and/or audit the purchase or the contractor's performance, the facility or the portion improved with the funds

and/or the records pertaining to the expenditures. The recipient shall retain for inspection and audit purposes any and all books, receipts, documentation and other records of the expenditures for three (3) years from date of receiving funds.

FINANCIAL IMPACT:

The expenditures totaling \$3,600 in contributions are included in the Department's FY2023/24 Working Budget. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2023/24 Working Budget.

ALTERNATIVES:

The Board could choose not to authorize these expenditures; however, this is not recommended as this is consistent with Board policy.

OTHER AGENCY INVOLVEMENT:

There is no other agency involvement.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	8	Status:	Consent Calendar
Type:	Minutes	Department:	Clerk of the Board of Supervisors
File #:	24-270	Contact:	Alicia Draves, 784-6125
Agenda date:	04/23/2024	Final Action:	
Title:	Approve the minutes of the Solano County Board of Supervisors' regular meeting of April 9, 2024 and the Solano County Housing Authority's regular meeting of April 9, 2024		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - April 9, 2024 Draft Minutes, B - April 9, 2024 Housing Authority Draft Minutes		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ____ No X

Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors approve the minutes of the Solano County Board of Supervisors' regular meeting of April 9, 2024 the Solano County Housing Authority's regular meeting of April 9, 2024.



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Minutes - Draft Board of Supervisors

Mitch Mashburn (Dist. 5), Chair
(707) 784-6130
Erin Hannigan (Dist. 1), Vice-Chair
(707) 553-5363
Monica Brown (Dist. 2)
(707) 784-3031
Wanda Williams (Dist. 3)
(707) 784-6136
John M. Vasquez (Dist. 4)
(707) 784-6129

Tuesday, April 9, 2024

9:00 AM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Board of Supervisors met on the 9th day of April 2024 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 9:00 A.M.

ROLL CALL

Present were Supervisors Hannigan, Brown, Williams, Vasquez, and Chair Mashburn. Chair Mashburn presided. Also present were County Administrator Bill Emlen and County Counsel Bernadette Curry.

SALUTE TO THE FLAG AND A MOMENT OF SILENCE

This meeting of the Solano County Board of Supervisors continued with the Salute to the Flag and a Moment of Silence.

PRESENTATIONS

- 1 [24-220](#) Adopt and present a resolution recognizing April 14-20, 2024 as Animal Care and Control Appreciation Week in Solano County (Supervisor Hannigan)
- Attachments:* [A - Animal Care and Control Appreciation Week Resolution](#)
- On motion of Supervisor Hannigan, seconded by Supervisor Vasquez, the Board adopted and presented Resolution No. 2024-32 recognizing April 14-20, 2024 as Animal Care and Control Appreciation Week in Solano County. So ordered by a 5-0 vote. (see Resolution Book)
- Enactment No: Resolution No. 2024-32

- 2 [24-221](#) Adopt and present a resolution recognizing April 14-20, 2024 as National Public Safety Telecommunicators Week in Solano County (Chair Mashburn)

Attachments: [A - National Public Safety Telecommunicators Week Resolution](#)

On motion of Chair Mashburn, seconded by Supervisor Hannigan, the Board adopted and presented Resolution No. 2024-33 recognizing April 14-20, 2024 as National Public Safety Telecommunicators Week in Solano County. So ordered by a 5-0 vote. (see Resolution Book)

Enactment No: Resolution No. 2024-33

ITEMS FROM THE PUBLIC

Chair Mashburn invited members of the public to address the Board on matters not listed on the agenda but within the subject matter jurisdiction of the Board. The following comments were received:

A) Alexis Jarreau thanked Supervisor Williams for her donation to Found It!, an organization that provides peer support and social activities for adults affected by Autism Spectrum Disorder and other developmental and intellectual disabilities.

B) George Guynn, Jr. commented on various issues.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

County Administrator Bill Emlen noted staff has two recommended changes to the agenda. Mr. Emlen stated on Consent Calendar Item No. 7, an amendment to the resolution accepting claims for excess proceeds for tax defaulted property sales has been provided to the Board and the public. Mr. Emlen further stated for Agenda Item No. 13, it should be noted that the Board will be sitting as the Solano County Housing Authority.

APPROVAL OF THE AGENDA

On motion of Supervisor Hannigan, seconded by Supervisor Vasquez, the Board approved the agenda of the Solano County Board of Supervisors for April 9, 2024, as amended. So ordered by a 5-0 vote.

PUBLIC COMMENT ON CONSENT CALENDAR

Supervisor Williams commented on Consent Calendar Item No. 11, thanking staff for their hard work and the Board for their support of the item.

County Counsel Bernadette Curry stated for clarification purposes on Consent Calendar Item No. 7, the agenda item references two properties that claims were received for, but sufficient proof had not been provided to the County at the time of publication of the agenda packet. Ms. Curry further

stated the property owners have since provided sufficient justification for the two claims that had previously been rejected, and the amended resolution and table are reflective of that. Ms. Curry further stated this amendment changes the amount coming back to the general fund by about \$64,000.

Chair Mashburn invited members of the public to address the Board on items listed on the Consent Calendar. There was no public comment.

APPROVAL OF THE CONSENT CALENDAR

On motion of Supervisor Vasquez, seconded by Supervisor Hannigan, the Board approved the following Consent Calendar items by a 5-0 vote:

CONSENT CALENDAR

GENERAL GOVERNMENT

- 3 [24-191](#) Authorize the County's contributions of \$500 from the General Fund contribution allocated to District 3 and \$1,000 from the General Fund contribution allocated to District 5 to benefit Together Everyone Achieves More (TEAM) Hope in providing sponsorship funds for the Suisun Downtown Historic Waterfront's 2nd Annual Cinco de Mayo Festival
- Approved
- 4 [24-229](#) Adopt a resolution recognizing April 19, 2024 as Education and Sharing Day, U.S.A., 2024 in Solano County
- Attachments: [A - Education and Sharing Day, USA 2024 Resolution](#)
- Adopted
- Enactment No: Resolution No. 2024-34
- 5 [24-255](#) Approve the minutes of the Solano County Board of Supervisors' regular meetings of March 26, 2024, and April 2, 2024
- Attachments: [A - March 26, 2024 Draft Minutes](#)
 [B - April 2, 2024 Draft Minutes](#)
- Approved
- 6 [24-233](#) Establish a new fund and transfer authority for the property insurance budget to County Counsel from Human Resources; and Delegate authority to the County Administrator to take any and all actions necessary to complete the transfer including signing authority and any budget adjustments
- Approved

- 7 [24-235](#) Adopt a resolution accepting claims for excess proceeds from tax-defaulted property sales and authorizing distribution of excess proceeds from the sales
- Attachments:* [A - Resolution](#)
 [B - Excess Proceeds Table](#)
 [Amended Resolution](#)
- Adopted as Amended**
- Enactment No: Resolution No. 2024-35**
- 8 [24-225](#) Adopt a resolution to amend the Public Agency Retirement System 2.7% @ 55 Retirement Enhancement Plan for non-safety, at-will civil service exempt employees in the Legislative, Executive, and Senior Management Groups; and Authorize the Director of Human Resources to execute the amendment
- Attachments:* [A - PARS Plan Resolution](#)
 [B - PARS Plan Amendment](#)
- Adopted**
- Enactment No: Resolution No. 2024-36**
- 9 [24-251](#) Authorize the Chief Information Officer to execute the GovAI Coalition registration agreement
- Attachments:* [A - GovAI Coalition Registration Agreement](#)
- Approved**
- 10 [24-253](#) Authorize the Director of Resource Management to execute a MEHKO AB 178 Grant Award Notification and Acceptance Agreement to secure \$40,310 of State funds to assist local health departments' implementation of the Micro Enterprise Home Kitchen Operation (MEHKO) program
- Attachments:* [A - MEHKO Grant Application](#)
 [B - MEHKO Grant Award Notification](#)
- Approved**
- 11 [24-258](#) Adopt a resolution to approve a Good Neighbor Policy for Development Projects in the unincorporated area of Solano County
- Attachments:* [A - Good Neighbor Resolution and Policy](#)
- Adopted**
- Enactment No: Resolution No. 2024-37**

12 [24-231](#)

Approve the new appointment of Summer Miguel, as Business Representative, to the Workforce Development Board of Solano County, for a term beginning April 9, 2024, and expiring April 8, 2028, as required under the Workforce Innovation and Opportunity Act

Attachments: [A - Miguel Application](#)

Approved

REGULAR CALENDAR

Rescheduled Consent Items

There were no rescheduled Consent Calendar items.

Solano County Housing Authority:

13 [24-227](#)

Conduct a noticed public hearing to consider approval of the Solano County Housing Authority revised Administrative Plan, Public Housing Agency Annual Plan, and Moving-to-Work Supplemental Plan

Attachments: [A - Executive Summary Admin Plan Changes](#)
 [B - Draft Revised Administrative Plan](#)
 [C - Annual Plan](#)
 [D - MTW Supplemental Plan](#)
 [E - RAB SCHA Summary](#)
 [F - Summary of Voucher types](#)
 [G - Summary of Annual and MTW Plans](#)
 [H - Public Notice](#)

Chair Mashburn adjourned as the Board of Supervisors and reconvened as the Solano County Housing Authority.

See Solano County Housing Authority minutes.

ITEMS FROM THE PUBLIC con't

There were no additional comments from the public.

CLOSED SESSION

The Solano County Board of Supervisors recessed to Closed Session at 10:22 A.M. to discuss the following matters with no action taken:

- 14 [24-257](#) CONFERENCE WITH LABOR NEGOTIATORS (Pursuant to Government Code § 54957.6): Solano County representatives: Director of Human Resources Niger Edwards, Assistant Director of Human Resources David Pak, County Administrator Bill Emlen, Assistant County Administrator Debbie Vaughn, Assistant County Administrator Ian Goldberg. Employee organizations: Service Employees International Union, Local #1021 for Units 2, 7 and 9 (Nurses, Technical, General Service, and Clerical), Association of Mid-Management Professionals at Solano County for Unit 16, and Union of American Physicians and Dentists for Unit 11 (Physicians, Dentists and Psychiatrists)

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

Chair Mashburn invited members of the Board to make comments or reports on meetings. The following comments were received:

A) Supervisor Hannigan requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Michelle Raymond.

ADJOURN:

This meeting of the Solano County Board of Supervisors adjourned at 10:23 A.M. Next meeting of the Solano County Board of Supervisors will be April 23, 2024 at 9:00 A.M., Board Chambers, 675 Texas Street, Fairfield, California.

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

BILL EMLEN, Clerk
Solano County Board of Supervisors

By _____
Alicia Draves, Chief Deputy Clerk

SOLANO COUNTY HOUSING AUTHORITY

April 9, 2024

MINUTES

The Solano County Board of Supervisors met in its capacity as the Solano County Housing Authority on this day in regular session. Present were Supervisors Hannigan, Brown, Williams, Vasquez, and Chair Mashburn. Absent: None.

Agenda Item No. 16

Chair Mashburn opened the public hearing.

Principal Planner Mathew Walsh introduced the item.

Housing Services Administrator for the City of Vacaville Celinda Aguilar-Vasquez provided an overview of the Solano County Housing Authority's Administrative Plan, Annual Plan, and Moving-to-Work Supplemental Plan.

In response to questions by Supervisor Hannigan regarding the utilization of HUD Vouchers, Assistant Director of Housing and Community Services for the City of Vacaville Tamara Colden stated the Housing Authority's goal is to utilize as many housing vouchers as possible, noting staff is working to increase verifications of applicants. Ms. Colden further stated this year the Housing Authority has distributed \$3,000,000 in rental payments, noting as they increase the number of vouchers being distributed, the amounts paid for rental assistance will also increase. Ms. Colden further stated the cost per unit cost for each voucher must be balanced with how much funding is provided by HUD.

In response to a question by Supervisor Brown regarding the turnover of vouchers, Ms. Colden stated the Housing Authority is required annually to recertify voucher recipients, noting cost of living adjustments with a fixed source of income would be incorporated during that review to determine if the voucher recipient's share of cost has changed. Ms. Colden noted if a member of the household obtains a job that provides additional income, there is a requirement to report that increase within 30 days, and an interim examination will be completed at that time. Ms. Colden noted the voucher recipient can remain on the voucher for 6 months after they are no longer qualified to receive housing assistance.

In response to a question by Supervisor Williams regarding a requirement that an applicant's income be two to three times the amount of the monthly rent for private market units, Ms. Colden stated the Housing Authority works to educate landlords to include the amount of rental assistance they will be receiving from the Housing Authority as part of the applicant's total income.

Ms. Colden stated she would provide the flyer created by the Housing Authority for landlord education programs to the Board.

In response to a question by Supervisor Vasquez regarding what it would take to fund all 368 vouchers, Ms. Colden stated the amount of funding allocated by HUD would have to increase to cover the cost of increases in the rental market. Ms. Colden further stated as the cost of rent continues to go up, the allocated funds provided by HUD are stretched thinner. Ms. Colden noted HUD does complete an annual review of its allocation and will either increase or decrease the allocation based on the review.

Ms. Colden stated she would provide the Board with a breakdown of the available vouchers within each category.

A discussion period was held regarding housing needs in Solano County with Ms. Colden stating the County does not need additional vouchers or funding for more vouchers, it needs housing units built so individuals with vouchers have a place they can move in to.

In response to a question by Supervisor Mashburn regarding an applicant's ability to afford the required first and last month's rent plus a deposit, Ms. Colden stated the Housing Authority does not have funds to pay for deposits for rentals or utilities, noting the Housing Authority directs individuals who need that kind of help to family resource centers or several different non-profit organizations.

Chair Mashburn invited members of the public to address the Board on this matter. There was no public comment.

Chair Mashburn closed the public hearing.

On motion of Supervisor Vasquez, seconded by Supervisor Hannigan, the Board approved the Solano County Housing Authority (SCHA) revised Administrative Plan, Public Housing Agency Annual Plan, and Moving-to-Work (MTW) Supplemental Plan. So ordered by a 5-0 vote.

As said business was completed, the Board adjourned as the governing board of the Solano County Housing Authority and reconvened the regular meeting of the Board of Supervisors.

MITCH H. MASHBURN, President

BILL EMLLEN, Clerk

By_____
Alicia Draves, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	9	Status:	Consent Calendar
Type:	Meeting Attendance Report	Department:	Clerk of the Board of Supervisors
File #:	24-272	Contact:	Alicia Draves, 784-6125
Agenda date:	04/23/2024	Final Action:	
Title:	Receive and file the Meeting Attendance Reports for the month of March 2024 from the members of the Board of Supervisors		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - March 2024 BOS Monthly Attendance Reports, B - BOS Annual Appointments		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

Receive and file the Meeting Attendance Reports for the month of March 2024 from the members of the Board of Supervisors.

SUMMARY:

The Monthly Meeting Attendance Reports disclose meetings attended by each supervisor where compensation and reimbursement was received from the County and/or other agencies.

The Meeting Attendance Reports for March 2024, submitted by the Supervisors or their staff on their behalf, are on file with the Clerk of the Board and attached for reference. This report is submitted on a monthly basis to reflect the meeting attendance from the previous month.

A listing of the Board of Supervisors Appointments to various Boards and Commissions, some of which include per diem reimbursements, is attached for reference and in compliance with California Code of Regulations (Fair Political Practices Commission), title 2, section 18702.5(b)(3). The current Board of Supervisors Appointments is posted on the County's website at:

<http://www.solanocounty.com/depts/bos/assignments.asp>

Government Code section 53232.3(d) requires that members of legislative bodies provide brief reports on meetings they attended for which they receive an expense reimbursement, such as meals, lodging and travel. Claims for reimbursement from the County for meeting attendance related expenses are processed by the Auditor/Controller and available for public inspection.

MONTHLY MEETING ATTENDANCE REPORT



Travel Policy

Attachment D

Last Revision Date: 2/1/23

Each member of the Board of Supervisors shall file a monthly meeting attendance report with the Clerk of the Board that lists meetings attended by each supervisor where compensation and reimbursement was received from the County and/or other agencies. Such lists are not intended to reflect all of the meetings and activities attended by the Supervisors, but only those for which reimbursements or stipends were received. The monthly meeting attendance report shall be filed on or before the 30th day of the following month.

Supervisor: Erin Hannigan, District 1

Month: March

Year: 2024

☐ No meetings to report (Check if applicable)

<u>Date:</u> (Type)	<u>Organization/Meeting Name:</u> (Select/Type)	<u>Role:</u> (Select One)	<u>Meeting Type:</u> (Select One)	<u>Location:</u> (Type name of City)
03/06/2024	Bay Area Air Quality Management District	Primary	Regular	El Cerrito
03/11/2024	Vallejo Sanitation & Flood Control District	Primary	Regular	Vallejo

MONTHLY MEETING ATTENDANCE REPORT



Travel Policy

Attachment D

Last Revision Date: 2/1/23

Each member of the Board of Supervisors shall file a monthly meeting attendance report with the Clerk of the Board that lists meetings attended by each supervisor where compensation and reimbursement was received from the County and/or other agencies. Such lists are not intended to reflect all of the meetings and activities attended by the Supervisors, but only those for which reimbursements or stipends were received. The monthly meeting attendance report shall be filed on or before the 30th day of the following month.

Supervisor: Monica Brown, District 2

Month: March



Year: 2024



☐ No meetings to report (Check if applicable)

<u>Date:</u> (Type)	<u>Organization/Meeting Name:</u> (Select/Type)	<u>Role:</u> (Select One)	<u>Meeting Type:</u> (Select One)	<u>Location:</u> (Type name of City)
03/13/2024	Yolo-Solano Air Quality Board	Primary	Regular	Davis
03/14/2024	Solano County Water Agency	Primary	Regular	Vacaville

MONTHLY MEETING ATTENDANCE REPORT



Travel Policy

Attachment D

Last Revision Date: 2/1/23

Each member of the Board of Supervisors shall file a monthly meeting attendance report with the Clerk of the Board that lists meetings attended by each supervisor where compensation and reimbursement was received from the County and/or other agencies. Such lists are not intended to reflect all of the meetings and activities attended by the Supervisors, but only those for which reimbursements or stipends were received. The monthly meeting attendance report shall be filed on or before the 30th day of the following month.

Supervisor: Wanda Williams, District 3

Month: March

Year: 2024

☐ No meetings to report (Check if applicable)

<u>Date:</u> (Type)	<u>Organization/Meeting Name:</u> (Select/Type)	<u>Role:</u> (Select One)	<u>Meeting Type:</u> (Select One)	<u>Location:</u> (Type name of City)
03/06/2024	LAFCO	Alternate	Regular	Fairfield
03/14/2024	Solano County Water Agency	Primary	Regular	Vacaville
03/28/2024	Community Action Partnership (CAP) Solano JPA Board	Primary	Regular	Fairfield

MONTHLY MEETING ATTENDANCE REPORT



Travel Policy
Attachment D

Last Revision Date: 1/25/21

Each member of the Board of Supervisors shall file a monthly meeting attendance report with the Clerk of the Board that lists meetings attended by each supervisor where compensation and reimbursement was received from the County and/or other agencies. Such lists are not intended to reflect all of the meetings and activities attended by the Supervisors, but only those for which reimbursements or stipends were received. The monthly meeting attendance report shall be filed on or before the 30th day of the following month.

Supervisor: John M. Vasquez, District 4

Month: March

Year: 2024

☐ No meetings to report (Check if applicable)

<u>Date:</u> (Type)	<u>Organization/Meeting Name:</u> (Select/Type)	<u>Role:</u> (Select One)	<u>Meeting Type:</u> (Select One)	<u>Location:</u> (Type name of City)
03/27/2024	Bay Conservation and Development Commission	Member	Subcommittee	Fairfield
03/13/2024	Solano County Water Agency	Member	Regular	Vacaville
03/14/2024	Bay Conservation and Development Commission	Member	Subcommittee	Fairfield
03/06/2024	LAFCO	Member	Regular	Fairfield
03/06/2024	Solano County Water Agency Executive Committee	Member	Regular	Vacaville
03/15/2024	Bay Conservation and Development Commission	Member	Subcommittee	Fairfield

MONTHLY MEETING ATTENDANCE REPORT



Travel Policy

Attachment D

Last Revision Date: 2/1/23

Each member of the Board of Supervisors shall file a monthly meeting attendance report with the Clerk of the Board that lists meetings attended by each supervisor where compensation and reimbursement was received from the County and/or other agencies. Such lists are not intended to reflect all of the meetings and activities attended by the Supervisors, but only those for which reimbursements or stipends were received. The monthly meeting attendance report shall be filed on or before the 30th day of the following month.

Supervisor: Mitch Mashburn, District 5

Month: March

Year: 2024

☐ No meetings to report (Check if applicable)

<u>Date:</u> (Type)	<u>Organization/Meeting Name:</u> (Select/Type)	<u>Role:</u> (Select One)	<u>Meeting Type:</u> (Select One)	<u>Location:</u> (Type name of City)
03/06/2024	LAFCO	Primary	Regular	Fairfield
03/04/2024	Solano Transportation Authority Executive Board	Member	Committee	Suisun City
03/13/2024	Yolo-Solano Air Quality Board	Member	Committee	Davis
03/13/2024	Solano Transportation Authority	Primary	Regular	Suisun City
03/14/2024	Solano County Water Agency	Primary	Regular	Vacaville

2024 BOARD OF SUPERVISORS APPOINTMENTS
2 CCR 18702.59(b)(3)

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Williams	District 4 Supervisor Vasquez	District 5 Supervisor Mashburn	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required	Brown Act (BA)/ Bagley Keene (BK)	Details	Website
NATIONAL															
National Association of Counties (NACo)		Primary	Primary	Primary	Primary	Primary	January 9, 2024	1 year						The National Association of Counties is an organization that represents county governments in the United States. It is the only national organization that represents county governments in the United States. Founded in 1935, NACo provides services to the nation's 3,069 counties.	https://www.naco.org/
REGIONAL/STATE /OTHER															
Association of Bay Area Governments (ABAG) Executive Board <i>(Two-year term expiring in even years, 7/1/22 - 6/30/24)</i>	Fred Castro, Clerk of the Board, (415) 820-7913 fcastro@bayareametro.gov		Alternate	Primary			January 9, 2024	2 years	Board every 2 months, 3rd Thurs. 5 p.m. or as needed	\$150	\$0-\$1,000	Yes	BA	The Association of Bay Area Governments is a regional planning agency incorporating various local governments in the San Francisco Bay Area in California. It encompasses nine counties surrounding the San Francisco Bay.	https://abag.ca.gov/
ABAG General Assembly	Fred Castro, Clerk of the Board, (415) 820-7913 fcastro@bayareametro.gov		Alternate	Primary			January 9, 2024	2 years	Annually, usually in June 6/21/24	No		No	BA	ABAG's General Assembly, which meets at least once a year as part of the GA Conference, determines policy and adopts the annual budget and work program. In addition, the GA reviews policy recommendations from the ABAG Executive Board, establishes annual membership fees, and reviews the bylaws of the ABAG Association.	https://abag.ca.gov/about-abag/what-we-do/how-we-govern/general-assembly
ABAG Regional Planning Committee	Fred Castro, Clerk of the Board, (415) 820-7913 fcastro@bayareametro.gov		Primary				January 9, 2024	1 year	TBD	\$150	\$0-\$1,000	No	BA	The Regional Planning Committee, or RPC, provides oversight to the executive board on matters related to the preparation and implementation of regional planning activities. The RPC receives input on special plans, or reports from various task forces or regional agencies. It also advises on comprehensive planning policies and procedures, along with other matters as assigned by the ABAG Executive Board.	https://abag.ca.gov/about-abag/what-we-do/how-we-govern/committees/regional-planning-committee
Bay Area Air Quality Management District (BAAQMD)	Marcy Hirtzka, (415) 749-5073	Primary					Jan. 5, 2021	4 years	Monthly 10am (no meeting in August)	\$100 + tolls & milage	\$2,000-\$3,000	Yes	BA	The Air District is tasked with regulating stationary sources of air pollution in the nine counties that surround San Francisco Bay: Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, southwestern Solano, and southern Sonoma counties. It is governed by a 24-member Board of Directors composed of locally elected officials from each of the nine Bay Area counties, with the number of board members from each county being proportionate to its population. The Board oversees policies and adopts regulations for the control of air pollution within the district. The Board also appoints the Air District's Executive Officer/Air Pollution Control Officer, who implements these policies and gives direction to staff, as well as the District Counsel, who manages the legal affairs of the agency. The Air District consists of over 340 dedicated staff members, including engineers, inspectors, planners, scientists, and other professionals.	https://www.baaqmd.gov/
Bay Conservation and Development Commission <i>(Primary must be a Supervisor who's district lies within San Francisco Bay)</i>	Reggie Abad, (415) 352-3636				Alternate	Primary	January 9, 2024	1 year	1st & 3rd Thurs., 1 p.m.	\$100/day not to exceed 4 days	\$2,000-\$3,000	Yes	BK	To restore, protect and manage the state's natural, historical and cultural resources for current and future generations using creative approaches and solutions based on science, collaboration and respect for all the communities and interests involved.	https://resources.ca.gov/
California Fairs Financing Authority	Marcus Lee, (916) 263-6101				Primary		January 9, 2024	1 year	Every other month, 1st Wed 10am	No		Yes	BK	California Fair Services Authority (CFSA) is a joint powers authority (JPA) created specifically to manage and administer workers' compensation, general liability, and special events risk pools, and related services especially for California fairs. Since our formation in 1986, as our member fairs' needs have grown, so has the depth and the scope of our service offerings. Today, along with our full-service risk control program and in-house claims handling, CFSA also provides accounting, payroll, and benefit administration services.	https://www.cfsa.org/
California State Association of Counties (CSAC), Board of Directors	Graham Knaus, Executive Director, (916) 327-7500 ext. 545	Primary		Alternate			January 9, 2024	1 year	3/7 4/19 8/29 11/21	No		No	BA	California State Association of Counties, represents county government before the California legislature, administrative agencies and the federal government.	https://www.counties.org/
City of Vallejo Interagency Committee (INACTIVE)	Michael Malone, Vallejo City Manager, 648-4576	Primary	Primary					1 year	As Needed	No		No	BA	Per City of Vallejo - Inactive Committee until the Mayor chooses to reconvene the group	
County Medical Services Program (CMSP), Governing Board	Paul Yoder, (916) 446-4656				Primary		Jan. 1, 2023	3 years	1/25 3/28 5/23 7/25 9/26 12/12	No		No	BA	The County Medical Services Program (CMSP) provides health coverage for uninsured low-income, indigent adults that are not otherwise eligible for other publicly funded health care programs. The CMSP Governing Board provides policy direction for the program. As a part of this responsibility, the Governing Board sets program eligibility requirements, determines the scope of covered health care benefits, and sets provider reimbursement rates.	https://cmspcounties.org/

2024 BOARD OF SUPERVISORS APPOINTMENTS
2 CCR 18702.59(b)(3)

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Williams	District 4 Supervisor Vasquez	District 5 Supervisor Mashburn	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required	Brown Act (BA)/ Bagley Keene (BK)	Details	Website
Sacramento-San Joaquin Delta Conservancy Board (<i>Appointed member should represent a portion of the Delta</i>)	Jessica Adel, (916) 375-2084 or contact@deltaconservancy.ca.gov				Alternate	Primary	January 9, 2024	1 year	4th Wed. alternate months beginning Jan. 9 a.m. - 1 p.m.	No		Yes	BK	The Sacramento-San Joaquin Delta Conservancy (Conservancy) is a primary state agency in the implementation of ecosystem restoration in the Delta. We support efforts that advance environmental protection and the economic well-being of Delta residents. The Conservancy collaborates and cooperates with local communities and other parties to preserve, protect, and restore the natural resources, economy, and agriculture of the Sacramento-San Joaquin Delta and Suisun Marsh.	https://deltaconservancy.ca.gov/
Delta Counties Coalition	Misty Kaltreider, 784-3311				Alternate	Primary	January 9, 2024	1 year	As Needed	No		No	BA	The Delta Counties Coalition, a consortium of five Delta Counties, including Contra Costa, Sacramento, San Joaquin, Solano, and Yolo, is working to give one voice to the Delta, advocating on behalf of local government and the 4 million people throughout the Delta region. These principles describe the Delta Counties' joint interests in the Sacramento-San Joaquin River Delta and Greater Bay Delta Estuary.	https://savethedelta.saccounty.gov/
Delta Protection Commission (<i>Supervisorial district within primary zone of the Delta</i>)	Bruce Blodgett, (530) 650-6811				Primary	Alternate	January 9, 2024	1 year	Every odd # month starting Jan, 3rd Thurs 5pm	No		Yes	BK	The Delta Protection Commission is committed to the protection and health of the Sacramento-San Joaquin Delta in California. We protect, maintain, enhance and enrich the overall quality of the Delta environment and economy. We do this with a focus on agriculture, heritage, recreation, and natural resources while remaining mindful of the importance of the Delta to all Californians. Valuing the needs of the Delta as well as the needs of the State is fundamental to achieving the Commission's vision: an ideal synthesis of cultural, ecological, and agricultural values in a sustainable, healthy, and celebrated way of life.	https://delta.ca.gov/
Delta Stewardship Council (<i>Appointment required only when Supervisor is appointed as the Chair of the Delta Protection Commission</i>)	Cindy Whitlock, (530) 263-1916							2 years	Last Thurs. (and often Friday) of the month 9am			Yes	BK	The Delta Stewardship Council was created in legislation to achieve the state mandated coequal goals for the Delta. "Coequal goals" means the two goals of providing a more reliable water supply for California and protecting, restoring, and enhancing the Delta ecosystem. The coequal goals shall be achieved in a manner that protects and enhances the unique cultural, recreational, natural resource, and agricultural values of the Delta as an evolving place." (CA Water Code Section 85054)	https://deltacouncil.ca.gov/
Marin Clean Energy JPA Board of Directors	Darlene Jackson, 925-378-6732 djackson@mcecleanenergy.org		Primary		Alternate		January 9, 2024	1 year	3rd Thursday of the month at 6:30 p.m.	No		Yes	BA	Marin Clean Energy's mission is to confront the climate crisis by eliminating fossil fuel greenhouse gas emissions, producing renewable energy, and creating equitable community benefits.	https://www.mcecleanenergy.org/
Napa/Solano Area Agency on Aging (N/S AAA) Oversight Board	Elaine Clark, 784-8792		Primary	Alternate			Nov. 6, 2022 - Primary Jan. 10, 2023 - Alternate	4 years	TBD	No		Yes	BA	The mission of the Napa/Solano Area Agency on Aging is to advocate for and enhance the quality of life, health, independence, and dignity of older adults in Napa and Solano counties. Our state mandate is to provide leadership in addressing issues that relate to older adults, develop community-based systems of care that provide services which support independence, and promote citizen involvement in the planning and delivery of services.	https://www.aaans.org/
Northern California Counties Tribal Matters Consortium	Debbie Vaughn, 784-6107	Primary				Primary	January 9, 2024	1 year	As Needed			No	BA	The Northern California Counties Tribal Matters Consortium is founded by county governments based on the realization that they must work together to share expertise and respond effectively to the federal legal and policy decisions driving tribal development.	
Rural County Representatives of California (RCRC)	Maggie Chui, (916) 447-4806 Ext. 1007				Alternate	Primary	January 9, 2024	1 year	1/17, 3/13,5/22- 24,7/24,9/20- 22,12/11 9am	Yes/ Travel Reimbursement		No	BA	RCRC is dedicated to representing the collective unique interests of its membership, providing legislative and regulatory representation at the state and federal levels, and providing responsible services to its members which will enhance and protect the quality of life in rural California counties	https://www.rcrcnet.org/
Environmental Services Joint Powers Authority (RCRC Affiliate Agency)	Maggie Chui, (916) 447-4806 Ext. 1007 Staci Heaton, ESJPA Deputy Executive Director, (916) 447-4806 Ext. 2010				Alternate	Primary	January 9, 2024	1 year	3/14, 6/20, 8/15, 10/17, and 12/12 9 am	Yes/ Travel Reimbursement		Yes	BA	A local government agency comprised of 22 rural member counties, the ESJPA provides regulatory advocacy and technical assistance to these rural counties, supports local public education campaigns and administers grants for recycling and hazardous waste management programs.	http://www.esjpa.org/
Golden State Finance Authority (RCRC Affiliate Agency)	Maggie Chui, (916) 447-4806 Ext. 1007				Alternate	Primary	January 9, 2024	1 year	9 am, same day as RCRC BOD Meeting	Yes/ Travel Reimbursement		Yes	BA	Golden State Finance Authority (GSFA), develops and administers programs that provide a source of financing for residential home purchases or refinances, commercial and residential energy efficiency improvement projects, multi-family housing construction and rehabilitation projects and city and/or county infrastructure improvements.	https://www.gsfahome.org/
Golden State Connect Authority (RCRC Affiliate Agency)	Maggie Chui, (916) 447-4806 Ext. 1007				Alternate	Primary	January 9, 2024	1 year	9 am, same day as RCRC BOD Meeting	Yes/ Travel Reimbursement		NO	BA	Golden State Connect is a joint powers authority comprised of 40 rural California counties designed for the purpose of increasing access to reliable, affordable high-speed internet for the residents and businesses of those counties.	https://goldenstateconnect.org/

2024 BOARD OF SUPERVISORS APPOINTMENTS
2 CCR 18702.59(b)(3)

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Williams	District 4 Supervisor Vasquez	District 5 Supervisor Mashburn	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required	Brown Act (BA)/ Bagley Keene (BK)	Details	Website
University of California Cooperative Extension Capitol Corridor Multi-County Partnership Leadership Advisory Committee	Susan Ellsworth, (530) 666-8936				Primary	Alternate	January 9, 2024	1 year	As Needed	No		No	BA	Working in full partnership with federal, state, local, and private resources, the University of California Cooperative Extension (UCCE) bridges the gap between local issues and the power of UC research through our youth development, home food preservation, nutrition, urban horticulture, and agricultural programs.	https://cecapitolcorridor.uca.nr.edu/
Yolo Bypass/Cache Slough Partnership MOA	Misty Kaltreider, 784-3311				Alternate	Primary	January 9, 2024	1 year	As Needed	No		No	BA	Local, state, and federal agencies, regional organizations, Native American Tribes, and other interested parties jointly prioritizing and overcoming obstacles to implementing projects capable of delivering multiple benefits across a shared YBCS landscape.	https://ybcspartnership.org/
Yolo-Solano Air Quality Management District	Denise Almaguer, Board Clerk, (530) 757-3675 DAlmaguer@ysaqmd.org		Primary	Alternate	Primary	Primary	January 9, 2024	1 year	2nd Wed., 9 a.m.	\$100	\$1,001- \$2,000	Yes	BA	The Yolo-Solano Air Quality Management District’s mission is to protect human health and property from the harmful effects of air pollution. We take that charge seriously. We believe that every person has the right to clean air every day. We seek to achieve that goal in all of our work, from rulemaking to permitting, from enforcement to public education, from planning to monitoring. All of our programs are designed to best achieve our mission.	https://www.ysaqmd.org/
COUNTYWIDE															
Behavioral Health Advisory Board	Marisol Lopez, 784-8336		Primary				January 9, 2024	1 year	3rd Tues. of the month with exception of July 4:30 p.m. - 6 p.m.	No		Yes	BA	To function according to the provisions of the Bronzan-McCorquodale Act,-- primarily to review and evaluate the community's mental health needs, services, faciilites, and special problems and serve as an advisory board to the Board of Supervisors and the Local Mental Health Director. Other duties include--review state performance contracts for quality & cost-effectiveness; review & approve procedures used, submit an annual report to the BOS; review & make recommendations on applicants for the appointment of local mental health services director; review, comment on, & endorse the county's Performance Outcome Data to be sent to State Mental Health Planning Council; & other duties as assigned by the Board of Supervisors.	https://www.solanocounty.com/depts/mhs/mhab.asp
Child Abuse Prevention Council	Ronda Kogler, 421-7229 ext 106			Primary			Jan. 10, 2023	2 years	1st Wed., 12 p.m. No January or July meetings	No		No	BA	The mission of the Child Abuse Prevention Council is to collaborate, advocate, and educate to improve systems to prevent child abuse and achieve equitable outcomes for Solano County children and youth.	https://www.childnet.org/capc
Community Action Partnership (CAP) Solano JPA Board <i>(Two-year term commencing 7/1/22 - 6/30/24)</i>	Renee Parham, (707) 428-7609			Primary	Alternate		January 9, 2024	2 years	4th Thurs., each month @ 6:30 p.m.	\$100/mtg		Yes	BA	The SSNC was established to provide: oversight and coordination of homeless and safety net services to the residents of Solano County; to serve as the conduit for safety net funding support; to administer such funds and make grants available to other non-profit entities for services to the homeless; to set policy and be the central agency for the oversight and technical assistance for the operation of homeless shelters, transitional housing, homeless assistance centers, community action councils and other safety net services; and to undertake such other programs as the Board of Directors may authorize.	http://www.capsolanojpa.org/
Community Action Partnership (CAP) Solano JPA Tripartite Advisory Board <i>(Three-year term commencing 1/1/23 - 12/31/25 and subject to confirmation by the CAP Solano JPA Board)</i>	Renee Parham, (707) 428-7610		Primary				January 9, 2024	3 years	Quarterly	No		No	BA	The Tripartite Advisory Board consists of representatives from the public sector, low income sector, and private sector in Solano County. They provide community expertise and guide the CAP Solano JPA by recommending programs for CSBG funding. The Tripartite Advisory Board also advises the CAP Solano JPA on long-term strategic planning, identifying local priorities and needs, and encouraging funding for what Solano County needs most.	http://www.capsolanojpa.org/tripartite-advisory-board.html
East Vallejo Fire Protection District	Magen Yambao, 784-1969	Primary	Primary	Primary	Primary	Primary	January 9, 2024	1 year	Quarterly	No		Yes	BA	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.	https://www.cityofvallejo.net/our-city/departments_divisions/fire_department
First 5 Solano Children and Families Commission	Michelle Harris, 784-1340	Primary					January 9, 2024	1 year	3rd Wednesday Month 3-5 p.m.	\$100	\$0-\$1,000	Yes	BA	The First 5 Solano Children and Families Commission was established by an ordinance passed by the Solano County Board of Supervisors on June 8, 1999. The ordinance defined the number of Commissioners as nine, the maximum allowed under Proposition 10, which mandates that local commissions include a member of the Board of Supervisors and two representatives of the County Health and Social Services Departments. Read more about the First 5 Solano Commission	https://www.solanocounty.com/depts/first5/default.asp
In-Home Supportive Services Public Authority	Gwendolyn Gill, 784-8276	Primary	Primary	Primary	Primary	Primary	January 9, 2024	1 year	1/22 3/18 5/20 7/15 9/16 12/9	No		Yes	BA	The Solano County IHSS Public Authority was established by the Board of Supervisors in 2003 as a program of the Health and Social Services Department within the continuum of care to help elderly and disabled adults and children remain safely in their homes with support from caregivers. The IHSS Public Authority serves as the employer of record for all IHSS caregivers to negotiate wages, provides training and administer benefits, and also provides services to help IHSS consumers hire quality caregivers.	https://www.solanocounty.com/depts/hss/public_authority/default.asp

2024 BOARD OF SUPERVISORS APPOINTMENTS
2 CCR 18702.59(b)(3)

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Williams	District 4 Supervisor Vasquez	District 5 Supervisor Mashburn	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required	Brown Act (BA)/ Bagley Keene (BK)	Details	Website
Juvenile Justice Coordinating Council	Dean Farrah, 784-7614	Primary					January 9, 2024	1 year	Bi-Annually	No		No	BA	The mission of the Juvenile Justice Coordinating Council is to develop a comprehensive, multiagency plan that identifies the resources and strategies for providing an effective continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of male and female juvenile offenders, including strategies to develop and implement locally based or regionally based out-of-home placement options for youths who are persons described in Section 602. Counties may utilize community punishment plans developed pursuant to grants awarded from funds included in the 1995 Budget Act to the extent the plans address juvenile crime and the juvenile justice system or local action plans previously developed for this program. The coordinating council shall, at a minimum, include the chief probation officer, as chair, and one representative each from the district attorney's office, the public defender's office, the sheriff's department, the board of supervisors, the department of social services, the department of mental health, a community-based drug and alcohol program, a city police department, the county office of education or a school district, and an at-large community representative. In order to carry out its duties pursuant to this section, a coordinating council shall also include representatives from nonprofit community-based organizations providing services to minors.	https://www.solanocounty.ca.gov/depts/probation/iicc/default.asp
Law Library Board of Trustees <i>(Chair is the ex officio)</i>	Suzanne Olawski, 784-1504				Primary		January 9, 2024	1 year	Monthly	No		No	BA	Seven-member appointed board that serves at the governing board for the Solano County Law Library. The Solano County Law Library contracted with the Solano County Library in 1987 to have the County Library operate the Law Library. The members are appointed by local Superior (3) and Municipal (2) courts, the Board of Supervisors (2) and may be re-appointed to an unlimited number of terms. The various duties and obligations of the board are specified in the state business and professions code.	https://solanolibrary.com/about/boards-and-commissions/solano-county-law-library-board-of-trustees/
Local Agency Formation Commission (LAFCO)	Rich Seithel, 439-3897			Alternate	Primary	Primary	January 9, 2024	1 year	2/14, 4/8, 6/10, 8/12 10/21, 12/9 10am	\$100	\$0-\$1,000	Yes	BA	The Solano Local Agency Formation Commission (LAFCO) is a state mandated boundary commission responsible for coordinating logical and timely changes in local government boundaries. The Commission, in the consideration of proposals, has to observe four basic statutory purposes: the discouragement of urban sprawl; the preservation of open space and prime agricultural land resources; the efficient provision of government services; and the encouragement of orderly growth boundaries based upon local conditions and circumstances.	https://www.solanolafco.com/
Remote Access Network Board	Lisa Donahue, 784-7049					Primary	January 9, 2024	1 year	As needed - min 1 meeting for budget	No		No	BA	The Remote Access Network (RAN) Board also develops procedures necessary to regulate the ongoing use and maintenance of that equipment. Since several of you are newly elected or appointed, as the delegated chairperson of this RAN Board, I would like to provide you with a brief background pertaining to the RAN Board, of which you are one of the designated members.	n/a
Solano Economic Development Corp.	Pat Uhrich, 864-1855 x14	Primary		Alternate			January 9, 2024	1 year	Every other month odd months 2nd Thursday 9am	No		No	BA	Solano Economic Development Corporation offers expanding businesses a confidential, centralized resource for locations throughout Solano County.	https://solanoedc.org/
Solano Facilities Corporation	Megan Greve, 784-7900	Primary	Primary	Primary	Primary	Primary	January 9, 2024	1 year	As Needed	No		Yes	BA	94-165	
Solano Land Trust	Nicole Byrd-Braddock, 432-0150 ext. 210			Primary			January 9, 2024	1 year	1st Wed. @ 5:30 p.m.	No		Yes	BA	Solano Land Trust is committed to building a conservation and stewardship ethic in our community by supporting values based on common ground and engaging the future leaders and land stewards who will come after us to take care of this land. Solano Land Trust was founded in 1986 as the Solano County Farmlands and Open Space Foundation as a result of open space advocates, land developers and a municipal government working together to benefit the whole community. This unusual genesis created the structure for a board of directors that reflects all sides of land-use issues united in the mission to preserve the agricultural legacy and natural landscapes of Solano County and enhance people's relationship to the land.	https://solanolandtrust.org/
Solano Open Space <i>(formerly Tri-City & County Cooperative Planning Group)</i>	Resource Management Matt Walsh, 784-3168		Alternate	Primary			January 9, 2024	1 year	Quarterly as needed	No		Yes	BA	In 1992, the Cities of Fairfield, Benicia, Vallejo, and Solano County established a Joint Powers Authority, the Tri-City and County Cooperative Planning Group for Agricultural and Open Space Preservation (commonly known as Solano Open Space). The JPA is charged with planning for the protection of agricultural and open space resources in this approximately 10,000-acre area bounded approximately by Interstates 80 and 680 and Lake Herman Road.	https://solanooopenspace.org/

2024 BOARD OF SUPERVISORS APPOINTMENTS
2 CCR 18702.59(b)(3)

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Williams	District 4 Supervisor Vasquez	District 5 Supervisor Mashburn	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required	Brown Act (BA)/ Bagley Keene (BK)	Details	Website
Solano Transportation Authority	Johanna Masiclat, 399-3203 jmasiclat@sta.ca.gov			Alternate		Primary	Jan. 10, 2023	1 year	2nd Wed., 6 p.m.	\$100	\$1,001- \$2,000	Yes	BA	The STA is committed to continually improving Solano County's transportation system so that our residents have easy access to jobs, schools, shopping, and essential services. To that end, the STA – working with each of the cities and the county – plans for, funds, manages and delivers a wide array of activities designed to keep Solano moving. While delivering transportation projects to ensure mobility, travel safety, and economic vitality is the STA's mission, preserving and improving the quality of life enjoyed by Solano County residents underscores all that we do.	https://sta.ca.gov/
Solano Subbasin Groundwater Sustainability Agency Board of Directors <i>(Districts 4 & 5 are permanent primary appointments. Alternate Board member appointed annually.)</i>	Misty Kaltreider, 784-3311			Alternate	Primary	Primary	January 9, 2024	Alternate 1 year	2nd Thurs., each month @ 5 p.m.	No		Yes	BA	SCWA was formed in 1951 by an Act of the State Legislature and represents all the local agencies involved in water and flood management. The SCWA Board of Directors is composed of the five members of the Solano County Board of Supervisors, the seven mayors of the cities in Solano County, and a director from each of the three agricultural districts that provide retail agricultural water supply.	https://www.solanogsp.com/
Solano Water Authority	Amber Rupp, 455-4000				Primary	Alternate	January 9, 2024	1 year	As Needed	No		Yes	BA	Suisun-Solano Water Authority is operated with both Suisun City and SID employees and resources. SSWA's operations are divided in the following manner: the City and District both administer SSWA, the City provides financial services for SSWA, and SID plans, designs, operates, maintains and replaces the SSWA water system. Expenses of both the City and the District are repaid to them by SSWA	https://www.sidwater.org/98/Suisun-Solano-Water-Authority
Solano County Consolidated Oversight Board <i>(effective July 1, 2018)</i>	Alicia Draves, 784-6125			Alternate		Primary	January 9, 2024	1 year	2nd Thurs., each month @ 9 a.m.	No		Yes	BA	The Solano Consolidated Oversight Board was created pursuant to SB 107, a bill which requires the consolidation of redevelopment (RDA) oversight boards for each former RDA. The consolidation of these boards into one new county-wide board in each county is effective July 1, 2018. The Solano County Auditor-Controller's Office will be responsible for staffing the Solano Consolidated Oversight Board.	https://www.solanocounty.com/depts/auditor/solano_consolidated_oversight_board.asp
Solano County Water Agency (SCWA)	Katherine Ashley, 455-1100 kashley@scwa2.com	Primary	Primary	Primary	Primary	Primary	January 9, 2024	1 year	2nd Thur., 6:30 p.m.	\$150 + mileage (not to exceed \$400/mo)	\$1,001- \$2,000	Yes	BA	Solano County Water Agency was formed in 1951 by an Act of the State Legislature and represents all the local agencies involved in water and flood management. The SCWA Board of Directors is composed of the five members of the Solano County Board of Supervisors, the seven mayors of the cities in Solano County, and a director from each of the three agricultural districts that provide retail agricultural water supply. SCWA is a wholesale water supply agency providing untreated water to cities and agricultural districts in Solano County from the Federal Solano Project and the North Bay Aqueduct of the Water Project. In addition, the agency performs flood management as well as habitat conservation activities.	https://www.scwa2.com/
Solid Waste Independent Hearing Panel	Edmond Strickland, 784-3308				Primary		January 9, 2024	1 year	As Needed	\$100	\$0-\$1,000	Yes	BA	To hear appeals from solid waste facility operators within an enforcement agency's jurisdiction. Public Resources Code and Title 14 CCR, Section 18060. California Public Resources Code, Section 44308	https://www.solanocounty.com/depts/rm/environmental_health/default.asp
Travis Community Consortium	David Gassaway, Fairfield City Manager, 428-7400			Alternate		Primary	January 9, 2024	1 year	Monthly	No		No	BA	The Travis Community Consortium was formed in 2003 to formalize our community's support ensuring our Travis personnel are equipped and have the resources they need to meet the national security demands of today and the future. The TCC works closely with base leadership and our Congressional Delegation to advocate for the long-term sustainability of the installation.	
Solano City County Coordinating Council (4Cs)	Matthew Davis, 784-6111	Primary	Primary	Primary	Primary	Primary	January 9, 2024	1 year	4/11 8/8 12/12 @7:30 p.m. or immediately following Solano County Water Agency Meeting	No		Yes	BA	The Solano County Board of Supervisors and the Mayors of Solano County's seven cities established the Solano City County Coordinating Council (CCCC) on June 18, 1991. The primary reason provided for its purpose was to explore ways to improve city/county communications, coordination and problem resolution. The CCCC also explores issues of regional importance and seeks ways to respond effectively to the actions of other levels of government, including to sponsor or support legislation at the State and Federal level that is of regional importance.	https://www.solanocounty.com/depts/bos/city_county_coordinating_council/default.asp
4Cs Joint Steering Committee *Vice Chair of 4Cs and Chair of Board of Supervisors	Matthew Davis, 784-6111		Primary			Primary	January 9, 2024	1 year	As Needed	No		Yes	BA	To discuss, coordinate, and resolve City/County issues including but not necessarily limited to land use, planning, duplication of services/improving efficiencies, as well as other agreed to topics of regional importance, to respond effectively to the actions of other levels of government, including the State and Federal government, to sponsor or support legislation at the State and Federal level that is of regional importance, and to sponsor or support regional activities that further the purpose of the Solano City-County Coordinating Council.	https://www.solanocounty.com/depts/bos/city_county_coordinating_council/default.asp

2024 BOARD OF SUPERVISORS APPOINTMENTS
2 CCR 18702.59(b)(3)

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Williams	District 4 Supervisor Vasquez	District 5 Supervisor Mashburn	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required	Brown Act (BA)/ Bagley Keene (BK)	Details	Website
Vacaville-Fairfield-Solano Greenbelt Joint Powers Authority	David Feinstein, Interm Community Development, 428-7448			Primary	Primary		January 9, 2024	1 year	As Needed	No		Yes	BA	The Vacaville-Fairfield-Solano Greenbelt Authority was established in 1994 to provide for the preservation and conservation of viable agricultural and open space land, provide a permanent separation between the urban areas of Fairfield and Vacaville, promote the protection and viability of Travis Air Force Base through the Greenbelt planning process, provide trail linkage of open space areas of the Greenbelt to other open space areas.	n/a
Vallejo Flood & Wastewater District Alternate: Donald Tipton, public member	Eddy Castillo Gomez 707-652-7808	Primary					January 9, 2024	1 year	6 pm on the 2nd Tuesday of every month	\$100	\$1,001- \$2,000	Yes	BA	The Vallejo Flood & Wastewater District treats the wastewater that comes through the plant to prevent pollution from flowing through Vallejo's storm drains to the Bay.	https://www.vallejowastewater.org/
Winters Branch Library Financing Authority	Yolo County Librarian, (530) 666-8002 Julie Dachtler Senior Deputy Clerk, 530-666-8194				Primary	Primary	January 9, 2024	1 year	As Needed - assess in May if needed	No		Yes	BA	The Winters Branch Library Joint Powers Authority was initially set up to finance the Winters Library and continues to exist in case there is a need for further collaboration between Yolo and Solano Counties for a new library.	n/a
BOARD OF SUPERVISORS COMMITTEES															
Standing Committees															
Legislative Committee	Mathew Davis, 784-6111	Primary	Primary				January 9, 2024	1 year	As Needed	No		No	BA	The primary purpose of the Legislative Affairs Unit is to advocate, coordinate, and advance the County's legislative agenda to enhance the County's ability to govern and provide essential services to the community it serves.	https://www.solanocounty.com/legislation/default.asp
Military & Veterans Affairs Committee	Alfred Sims, 784-6590				Primary	Primary	January 9, 2024	1 year	As Needed	No		No	BA		https://www.solanocounty.com/depts/veterans/military_and_veterans_committee.asp
Social Equity Committee	Bill Emlen, 784-3002	Primary		Primary			January 9, 2024	1 year	As Needed	No		No	BA	The Diversity and Equity Committee works to ensure community members have timely access to equitable and quality behavioral health care that is responsive to their cultural and linguistic needs.	
Solano 360 Implementation Committee/Solano Fair Association	Debbie Vaughn, 784-6107	Primary			Primary		January 9, 2024	1 year	As Needed	No		No	BA	Solano360 Implementation Committee is a joint County-City committee comprised of two members from the Board of Supervisors and three members from the City Council, to undertake a visioning process, oversee and provide comments on the work of the consultant team and review input from the Solano County Fair Board.	https://www.solanocounty.com/solano360/rfq.asp
Land Use & Transportation Committee	Misty Kaltreider, 784-3311 James Bezek, 784-3157 Allan Calder 784-3159				Primary	Primary	January 9, 2024	1 year	As Needed	No		No	BA	This Committee's purpose is to address transportation and land use issues affecting Solano County and make recommendations to the full Board. This includes issues related to implementation of the General Plan and Zoning Code, construction of roadways, protection of agriculture, and projects pertaining to the Delta, water supply, and other infrastructure. The committee is comprised of two members of the Board.	n/a
Inactive															
Lakes Water System, GWS	Misty Kaltreider, 784-3311														
Public Art Committee	Megan Greve, 784-7900														



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	10	Status:	Consent Calendar
Type:	Contract	Department:	General Services
File #:	24-260	Contact:	Mark Hummel, 784-7900
Agenda date:	04/23/2024	Final Action:	
Title:	Approve a Lease Agreement for 1,890 square feet of office space at 2220C Boynton Ave., in the City of Fairfield commencing May 1, 2024 and expiring April 30, 2029, at a base rent of \$6,004 per month, with three (3) percent annual increases and six (6) months of prior rent totaling \$17,580 due at commencement; and Authorize the County Administrator or designee to execute the Lease Agreement and any subsequent modifications or amendments		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - 2220C Boynton Ave. Lease Agreement		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of General Services recommends that the Board of Supervisors:

1. Approve a Lease Agreement (Attachment A) for 1,890 square feet of office space at 2220C Boynton Ave., in the City of Fairfield commencing May 1, 2024 and expiring April 30, 2029, at a base rent of \$6,004 per month, with three (3) percent annual increases and six (6) months of prior rent totaling \$17,580 due at commencement; and
2. Authorize the County Administrator or designee to execute the Lease Agreement and any subsequent modifications or amendments.

SUMMARY/DISCUSSION:

The County Probation Department currently operates its Youth Services Programs and Supervision Center at 709 Beck Ave. in Fairfield. Additional office space of approximately 1,890 square feet located at 2220C Boynton Ave., in the same building and adjacent to the existing office space at 709 Beck Ave., is needed to support the Youth Services Programs and Supervision Center. The proposed lease at 2220C Boynton Ave. will be for an initial 5-year term with two successive and separate 3-year extension options. The lease rate will be consistent with the market rate that the County is currently paying for the office space at 709 Beck Avenue. The tenant improvements required to improve the space to meet the program requirements of the Probation Department will be provided by the Lessor and amortized as additional rent over the initial 5-year term of the lease.

The rent consists of a market rate base rent of \$3,017 per month. Also, the rent will include amortized Lessor tenant improvement reimbursement costs of \$2,987 per month, for a total beginning monthly rent of \$6,004. In addition, an upfront payment of six (6) months' prior year base rent of \$17,580 at \$2,930 per month is due upon lease commencement. Three percent rent increases are included annually for the base rent only. The tenant improvements required to improve the leased space to meet the program requirements of the Probation Department are described in Exhibit B of the Lease Agreement (Attachment A). The estimated tenant improvement cost is \$179,220 and will be provided by the Lessor and amortized as additional rent over the initial 5-year term of the lease.

The Probation Department's Youth Services Programs and Supervision Center includes assessment, case management meetings, employment and education classes, skill development workshops, counseling, drug and alcohol education, and youth development activities such as art, leadership training, prosocial games, safety training, and financial planning. All activities are supervised by a Probation Officer or a trained community-based counselor. Outdoor activities are utilized to engage youth in positive activities and often involve games with a counselor or case manager.

FINANCIAL IMPACT:

The initial term of the Lease Agreement is for a 5-year term commencing May 1, 2024 and expiring April 30, 2029. The monthly total for the first year is \$6,004 per month (\$72,048 annual). An additional \$17,580 equivalent to 6 months prior base rent at \$2,930 per month is due upon commencement to compensate for time the landlord held the property vacant at the County's request. Rent during the first year will total \$89,628. The monthly rent consists of a market rate base rent of \$3,017 and amortized Lessor tenant improvement costs of \$2,987. Three percent rent increases are included annually for the base rent only. The total 5-year lease commitment is \$389,033. Additionally, the Lease Agreement has provisions for two successive and separate options to renew the lease term for an additional 3-year period. The lease rental rate and subsequent annual increases are consistent with other County leases for similar property in Fairfield.

Funding for the Lease Agreement is included in Probation Department's FY2023/24 Working Budget. There is no further financial impact on the County General Fund.

ALTERNATIVES:

The Board of Supervisors may:

1. Choose not to approve the proposed Lease Agreement; or
2. Choose to propose other terms and conditions for the Lease Agreement, which will require additional negotiations with the property owner.

These alternatives are not recommended as the proposed Lease Agreement provides suitable adjacent and cost-effective program space for the Probation Department.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the Lease Agreement as to form. The County Probation Department has been involved in developing the proposed tenant improvements to support its program operations and concurs with

the Departmental recommendation.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

**COUNTY OF SOLANO
LEASE AGREEMENT
2220C BOYNTON, FAIRFIELD, CA**

THIS LEASE AGREEMENT is made and entered into as of _____, ("Effective Date"), by and between the County of Solano, a political subdivision of the State of California ("Lessee"), and Robert Karn and Diane Karn, dba MRLT Properties ("Lessor"), collectively known as "Parties."

RECITALS

- A. Lessor is the owner of real property located at 2220C Boynton in the City of Fairfield, California, which consists of 1,890 square feet of rentable office space located within a larger multi-tenant building, hereinafter referred to as the "Premises."
- B. Lessee intends to use the Premises to support the programs, operations, and activities of the Solano County Probation Department.
- C. Lessee desires to lease the Premises from Lessor and Lessor desires to lease the Premises to Lessee in accordance with the terms and conditions hereinafter set forth.

IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. LEASED PREMISES

Lessor owns the 1,890 square-foot portion of rentable office space located at 2220C Boynton in the City of Fairfield (Assessor's Parcel Number 0028-101-140) as illustrated on the map attached as Exhibit A ("Premises") and incorporated into this Lease. The Premises are part of a larger multi-tenant building (the "Building"), and Lessee shall be entitled to the use of 10 unreserved vehicle parking spaces associated with the Building.

1.1. Exclusive Use Common Area

Lessee, shall have, from time to time, the use of a portion of the common parking area for the purpose of recreational activities (the "Exclusive Use Common Area"). Exclusive use shall be confined to County tenants within the building. The Exclusive Use Common Area shall be limited to that area identified on Exhibit A. Lessee shall indemnify, defend and hold Lessor, its agent(s), employees, and lenders harmless from and against any and all liabilities, injury, death, losses, damages, judgments, claims, expenses, penalties, and attorneys' and consultants' fees arising out of or involving Lessee's use of the Exclusive Use Common Area, whether brought on by Lessee or any third party. Lessee agrees not to use or permit the Exclusive Use Common Area for any other purpose, or for any purpose which is illegal, dangerous to life, limb or property, or which, in Lessor's reasonable opinion, creates a public or nuisance, infringement on quiet enjoyment of other Building tenants, or which would increase the cost of insurance coverage with respect to the Premises. Lessee shall have the right to cure/mitigate such complaints/concerns as follows: (1) Lessor shall first notify Lessee of any complaints or concerns for uses that are illegal, dangerous to life, limb or property, or which, in Lessor's reasonable opinion, creates a public or nuisance, infringement on quiet enjoyment of other Building tenants,

or which would increase the cost of insurance coverage in writing. This writing shall propose curative measures, seek correction/mitigation of such complaints and/or concerns, or commencement of correction and/or mitigation within a reasonable time, which shall not exceed more than ten (10) days from the date of receipt of the writing; (2) Lessee shall implement, as expeditiously as possible, curative/mitigative measures; and (3) If Lessee fails to correct the complaint or concern for uses that are illegal, dangerous to life, limb or property, or which, in Lessor's reasonable opinion, creates a public or nuisance, infringement on quiet enjoyment of other Building tenants, or which would increase the cost of insurance coverage within the time prescribed, or if Lessee fails to commence corrective action within the time prescribed and diligently remedy such thereafter, Lessor shall then send a written notice to Lessee of such finding and Lessor shall have the right to relocate the Exclusive Use Common Area or terminate Lessee's right to use the Exclusive Common Area.

2. INITIAL LEASE TERM

The initial term ("Initial Lease Term") of this Lease shall be for a five (5) year period commencing on the 1st of the month following the Effective Date ("Commencement Date") and expiring 5 years thereafter ("Expiration Date").

3. OPTION TO EXTEND LEASE TERM

By providing Lessor with no more than twelve (12) months and no less than six (6) months' written notice prior to Lease expiration, Lessee shall have two (2) separate options to renew the Lease Term for an additional and consecutive thirty-six (36) month period each (the "Extension Period"). The Rent for the first and subsequent years of the Extension Period shall be at a rental rate equal the preceding year's rent increased by three percent (3%) annually. Lessee's Option to Extend Lease Term is personal to the original Lessee and cannot be assigned or exercised by anyone other than said original Lessee and only while the original Lessee is in full possession of the Premises. Lessee shall have no right to exercise this Option to Extend Lease Term if (i) Lessee is in default or breach of this Lease and said default or breach remains uncured, (ii) any amount of Rent is unpaid or past due, regardless of whether notice thereof is given to Lessee, or (iii) in the event that Lessee has been given 3 or more notices of separate default, regardless of whether or not said defaults are cured, during the Initial Lease Term or any Extension Period thereafter.

4. RENT

Upon the commencement date, rent for the prior six (6) months' base rent of \$17,580 at the prior years rate of \$2,930 per month will be due and payable within 30 days.

Commencing on the Commencement Date, Lessee shall pay monthly rent by the 10th of each month to Lessor, for the Premises, in accordance with the following schedule:

<u>Months</u>	<u>Monthly Base Rent</u>	<u>Amortized Lessor Improvement Cost</u>	<u>Total Monthly Rent</u>
01-12	\$3,017	\$2,987	\$6,004
13-24	\$3,108	\$2,987	\$6,095
25-36	\$3,201	\$2,987	\$6,188
37-48	\$3,297	\$2,987	\$6,284
49-60	\$3,396	\$2,987	\$6,383

Annually, Lessor will submit to Lessee 12 invoices for the rent due monthly in advance, which invoices will specify the amount due for each month separately. If any Rent payments are not received by Lessor by the 10th of each month, then, without any requirement for notice to Lessee, Lessee shall immediately pay to Lessor a one-time late fee equal to 5% of each such past due amount.

5. USE

Leased Premises shall be used for purposes related to the Solano County Probation Youth Programs and the Services Center. Services and Programs include assessment, case management meetings, employment and education classes, skill development workshops, counseling, drug and alcohol education, referral for service, and youth development activities such as art, leadership training, prosocial games, safety training, and financial planning. All activities are supervised by a probation officer or a trained community-based counselor. Outdoor activities are utilized to engage youth in programming and often involve games with a youth and counselor or case manager. Lessee shall use and occupy the Leased Premises only for the Agreed Use as defined in this section and for no other purpose and shall provide services in a manner that complies with all applicable federal, state, and local regulations at all times. Lessee shall be responsible for determining whether the zoning and any other applicable requirements are appropriate for Lessee's intended use.

6. TENANT IMPROVEMENTS

6.1 Lessor shall construct or allow Lessee to construct and/or install the Premises Improvements as listed in **Exhibit B** and incorporated into this Lease (hereinafter collectively referred to as "Premises Improvements"). Lessor shall secure and pay for all applicable building permits to construct and install the Lessor responsible Premises Improvements. Lessor agrees that all Lessor constructed improvements shall be performed by Lessor or Lessor's contractors in accordance with all applicable building codes, laws, ordinances, and regulations including, without limitation, compliance with the American Disabilities Act ("ADA"). Prior to installation and construction of the Lessor responsible Premises Improvements, Lessor will submit the proposed plans, specifications, construction drawings, and estimated costs to Lessee for Lessee's review and written approval, which review, and written approval shall not be unreasonably delayed or withheld. Prior to installation and construction of Lessee responsible Premises Improvements, Lessee will submit to Lessor the proposed plans, specifications, and construction drawings, if any, to Lessor for Lessor's review and written approval, which review and written approval shall not be unreasonably delayed or withheld. Lessor responsible Premises Improvements shall be completed within 12 months of the execution of this Lease.

6.2 Upon Substantial Completion of the Premises Improvements, Lessor will provide Lessee with a detailed accounting of the incurred costs to install and construct the Lessor responsible Premises Improvements, including any administrative and overhead costs, architectural/engineering costs, permit fees, and actual contractor labor, materials costs, and interest/financing costs. Within thirty (30) days of Lessor providing Lessee with the detailed accounting of the incurred costs to install and construct the Premises Improvements, Lessee agrees to reimburse Lessor for the incurred costs to install and construct the Premises Improvements on a straight-line basis (equal monthly installments) over the Initial Lease Term.

7. WALKTHROUGHS PRIOR TO OCCUPANCY AND SUBSEQUENT TERMINATION

A walkthrough shall be performed by the Parties, prior to the Commencement Date and prior to the Expiration Date, to determine that the Premises is in satisfactory condition prior to the Commencement Date and before the Expiration Date, to ensure the Premise Improvements are in satisfactory condition. Lessor warrants that to the best of its knowledge the improvements on the Premises comply with the building code(s), applicable laws, regulations, and ordinances that were in effect at the time that each improvement, or portion thereof, was constructed. Said warranty does not apply to the use to which Lessee will put the Premises, modifications which may be required by the Americans with Disabilities Act (ADA) or any similar laws as a result of Lessee's use, or any alterations or utility installations made or to be made by Lessee. Unless otherwise specified in this Lease, since compliance with the ADA and other state and local accessibility statutes are dependent upon Lessee's specific use of the Premises, Lessor makes no warranty or representation as to whether or not the Premises comply with ADA or any similar legislation. If Lessee's use of the Premises requires modifications or additions to the Premises in order to be in compliance with ADA or other accessibility statutes, Lessee agrees to make any such necessary modifications and/or additions at Lessee's expense.

8. UTILITIES

Lessee shall be responsible for and pay all charges for electricity and natural gas (PG&E), phone, and data. Lessor shall be responsible for all other utility charges including, but not limited to, water/sewer and trash disposal. Lessee shall not make any connection to the utilities except by or through existing outlets, or subsequently moved outlets, at the approval of Lessor, and shall not install or use machinery or equipment in or about the Premises that uses excess water, lighting or power, or suffer or permit any act that causes extra burden upon the utilities or services, including but not limited to trash services, water and sewer, over standard office usage. Lessor shall require Lessee to reimburse Lessor for any excess expenses or costs that may arise out of the breach of this paragraph by Lessee.

9. PREMISES MAINTENANCE AND REPAIR

9.1. Lessor's Maintenance Obligations

Lessor shall have the sole and complete responsibility to maintain the roof, exterior walls, and foundation of the Premises in a structurally sound and watertight condition, and other existing building components serving the Premises including, but not limited to, the HVAC system (including regular filter replacement), plumbing and electrical systems, plumbing fixtures, lighting fixtures and bulbs, light switches, electrical outlets, thermostat controls, and emergency signage. Lessor shall use reasonable efforts when making any repairs, additions, or alterations in, about, or affecting the Premises to minimize interference with Lessee's operations. Lessee shall maintain Premises in compliance with applicable codes and regulations (including but not limited to required fire inspections and fire extinguisher testing). Notwithstanding anything to the contrary in this Lease, Lessee, and not Lessor, shall be solely responsible for any maintenance, repair, or replacement of the Premises, or any equipment (wherever located) that is required as a result of or is attributable to misuse or abuse.

9.2 Lessee Obligation to Report Damage to Premises

Lessee shall notify Lessor immediately of any damage caused by Lessee to the Premises and Lessee shall be responsible for all costs to repair any damage caused by Lessee (whether by way of negligence or intentional act), except normal wear and tear.

9.3 Janitorial Services

Lessor shall be responsible for providing janitorial services to the Premises in accordance with Lessee's custodial service specifications and requirements described in **Exhibit C** and incorporated into this Lease. Lessor shall provide Lessee with a monthly invoice for the janitorial services and supplies, and Lessee shall reimburse Lessor for the actual cost of providing the janitorial services monthly, which cost shall be in addition to the Rent.

10. ALTERATIONS AND ADDITIONS

Lessee shall not, without Lessor's prior written consent, make any alterations, improvements, or additions to the Premises. Any alterations, improvements, or additions to the Premises that Lessee shall desire to make, and which require the consent of the Lessor shall be presented to Lessor in written form. If Lessor shall give its consent, the consent shall be deemed conditioned upon Lessee acquiring a permit to do so from appropriate governmental agencies, the furnishing of a copy to Lessor prior to the commencement of the work and the compliance by Lessee of all conditions of said permit in a prompt and expeditious manner.

11. INDEMNIFICATION

11.1 Lessee's Obligation

Lessee shall indemnify, defend, and hold harmless Lessor, its officers, agents, and employees from and against any claims, damages, costs, expenses, including an amount equal to reasonable attorneys' fees, or liabilities arising out of or in any way connected with this Lease including, without limitation, claims, damages, costs, expenses, or liabilities for loss or damage to any property, or for death or injury to any person or persons, arising out of (a) any damage to any person or property occurring in, on, or about the Premises, (b) use by Lessee or its agents, invitees, or contractors of the Premises, and/or (c) Lessee's breach or violation of any term of this Lease.

11.2 Lessor's Obligation

Lessor shall indemnify, defend and hold harmless Lessee, its officers, agents and employees from and against any claims, damages, costs, expenses, including an amount equal to reasonable attorneys' fees, or liabilities arising out of or in any way connected with this Lease including, without limitation, claims, damages, costs, expenses, or liabilities for loss or damage to any property or for death or injury to any person or persons arising out of (a) any damage to any person or property occurring in, on, or about the common areas of the Building, and/or (b) Lessor's breach or violation of any term of this Lease.

12. INSURANCE

12.1. Lessor's Insurance

Lessor shall, at its sole cost and expense, procure and maintain during the entire term of this Lease commercial general liability and casualty insurance against claims for bodily injury, personal injury, and property damage covering the Building of which the Premises is a part. Lessor shall provide Lessee with a current Certificate of Insurance annually throughout the term of this Lease.

12.2. Lessee's Insurance

Lessee shall, at its sole cost and expense, procure and maintain during the entire term of this Lease commercial general liability and property damage insurance protecting

Lessee and Lessor as an additional insured against claims for bodily injury, personal injury, and property damage in connection with or arising out of the ownership Lessee's use, occupancy or maintenance of the Premises and all areas appurtenant thereto. Lessee will provide Lessor with evidence of insurance prior to and as a condition of delivery of possession and then annually thereafter for the duration of the Initial Lease Term and any Extension Period. Such insurance shall be on an occurrence basis providing single limit coverage in an amount not less than \$1,000,000 per occurrence with an annual aggregate of not less than \$2,000,000. Lessee shall add Lessor as an additional insured by means of an endorsement at least as broad as the Insurance Service Organization's "Additional Insured-Managers or Lessors of Premises" Endorsement and coverage shall also be extended to include damage caused by heat, smoke or fumes from a hostile fire. The policy shall not contain any intra-insured exclusions as between insured persons or organizations but shall include coverage for liability assumed under this Lease as an "insured contract" for the performance of Lessee's indemnity obligations under this Lease. The limits of said insurance shall not, however, limit the liability of Lessee nor relieve Lessee of any obligation outlined in this Lease. Lessee shall provide an endorsement on its liability policy(ies) which provides that its insurance shall be primary to and not contributory with any similar insurance carried by Lessor, whose insurance shall be considered excess insurance only.

12.3. Waivers of Subrogation

Lessee and Lessor each waive any right of recovery against the other due to loss of or damage to the property of either Lessee or Lessor when such loss of or damage to property arises out of the acts of God or any of the property perils included in the classification of fire, extended perils ("all risk" as such term is used in the insurance industry) required to be insured against.

13. REAL PROPERTY TAXES

Lessor shall be responsible for paying all real property taxes associated with the property of which the Premises is a part.

14. HAZARDOUS MATERIALS

"Hazardous Materials" are those substances listed in the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. Section 9601, et seq. ("CERCLA") and the California Hazardous Waste Control Act, Health and Safety Code Section 25100 et seq., or those which meet the toxicity, reactivity, corrosivity or flammability criteria of the above regulations, as well as any other substance which poses a hazard to human health or to the environment. Lessee shall not use, create, store, or allow any Hazardous Materials on the Premises. In no case shall Lessee cause or allow the deposit or disposal of any Hazardous Materials on the Premises. Lessee shall promptly notify Lessor of any release of Hazardous Materials in, on, or about the Premises that Lessee or Lessee's agents or employees become aware of during the term of this Lease, whether caused by Lessee or Lessee's agents or employees.

15. DAMAGE OR DESTRUCTION

15.1. Definitions

- a) "Premises Partial Damage" shall mean damage or destruction, when and as determined by Lessor, to the Premises to the extent that the cost of repair is less than 25% of the then Replacement Cost.
- b) "Premises Total Destruction" shall mean damage or destruction, when and as determined by Lessor, to the Premises to the extent that the cost of repair is 25% or more of the then Replacement Cost.
- c) "Insured Loss" shall mean damage or destruction which was caused by an event required to be covered by the insurance described in this paragraph.
- d) "Replacement Cost" shall mean the cost to repair or rebuild the improvements owned by Lessor at the time of the occurrence to their condition existing immediately prior thereto, including demolition, debris removal and upgrading required by the operation of applicable laws, regulations, building code, or ordinances, and without deduction for depreciation.

15.2. Partial Damage – Insured Loss

If at any time during the term of this Lease, there is damage which is an Insured Loss and which falls into the classification of Premises Partial Damage, then Lessor shall, at Lessor's expense, repair such damage, excluding Lessee's fixtures, equipment and/or improvements, as soon as reasonably possible, and this Lease shall continue in full force and effect.

15.3. Partial Damage – Uninsured Loss

If at any time during the term of this Lease, there is damage which is not an Insured Loss and which falls within the classification of Premises Partial Damage, unless caused by a negligent or willful act of Lessee (in which event Lessee shall make the repairs at Lessee's expense), Lessor may at Lessor's option either (i) repair such damage as soon as reasonably possible at Lessor's expense in which event this Lease shall continue in full force and effect, or (ii) give written notice to Lessee within thirty (30) days after the date of the occurrence of such damage of Lessor's intention to cancel and terminate this Lease, as of the date of the occurrence of such damage. In the event Lessor elects to give such notice of Lessor's intention to cancel and terminate this Lease, Lessee shall have the right within ten (10) days after the receipt of such notice to give written notice to Lessor of Lessee's intention to repair such damage at Lessee's expense, in which event this Lease shall continue in full force and effect, and Lessee shall proceed to make such repairs as soon as reasonably possible. If Lessee does not give such notice within such ten (10) day period, this Lease shall be canceled and terminated as of the date of the occurrence of such damage.

15.4. Total Destruction

If at any time during the term of this Lease there is damage, whether or not an Insured Loss, (including destruction required by any authorized public authority), which falls into the classification of Premises Total Destruction, Lessor may elect to terminate this Lease by giving written notice to Lessee within thirty (30) days after such date. If this Lease is not terminated following Premises Total Destruction, Lessor shall promptly restore the Premises to the condition existing just prior to the damage.

15.5. Damage Near End of Lease Term

- a) If during the last twelve (12) months of the term of this Lease there is damage, whether or not an Insured Loss, which falls within the classification of Premises Partial Damage, Lessor may at Lessor's option cancel and terminate this Lease as of the date of occurrence of such damage by giving written notice to Lessee of Lessor's election to do so within thirty (30) days after the date of occurrence of such damage.
- b) If Lessee's option to extend this Lease has not yet expired when the damage occurs, Lessee shall exercise such option, if it is to be exercised at all, no later than twenty (20) days after the occurrence of an Insured Loss falling within the classification of Premises Partial Damage during the last six months of the term of this Lease. If Lessee exercises such option during said twenty (20) day period; Lessor shall, at Lessor's expense, repair such damage as soon as reasonably possible and this Lease shall continue in full force and effect. If Lessee fails to exercise such option during said twenty (20) day period, then Lessor may, at Lessor's option, terminate and cancel this Lease as of the expiration of said twenty (20) day period by giving written notice to Lessee of Lessor's election to do so within ten (10) days after the expiration of said twenty (20) day period, notwithstanding provision in the grant of option to the contrary.

15.6. Abatement of Rent; Lessee's Remedies

- a) Unless the casualty was caused by Lessee, in the event of partial damage described in paragraphs 15.2 or 15.3, or Premises Total Destruction when Lessor does not elect to terminate this Lease, rent shall be reduced from the date of damage until the date restoration work being performed by Lessor is substantially complete, with the reduction to be in proportion to the area of the Premises not usable by Lessee. Except for abatement of rent, if any, Lessee shall have no claim against Lessor to any damage suffered by reason of any such damage, destruction, repair, or restoration.
- b) If Lessor shall be obligated to repair or restore the Premises under the provisions of this paragraph and shall not commence such repair or restoration within ninety (90) days after such obligations shall accrue, Lessee may at Lessee's option cancel and terminate this Lease by giving Lessor written notice of Lessee's election to do so at any time prior to the commencement of such repair or restoration. In such event this Lease shall terminate as of the date of such notice.

16. CONDEMNATION

If all or any portion of the Premises sufficient to render the Premises unsuitable for Lessee's use are condemned or are transferred in lieu of condemnation, Lessee or Lessor may, upon written notice given within sixty (60) days after the taking or transfer, terminate this Lease. Lessor shall be entitled to all compensation that may be paid in connection with the taking except for any portion specifically awarded to Lessee for moving expenses, fixtures, or equipment.

17. ASSIGNMENT AND SUBLETTING

Lessor's Consent Required

Lessee shall not assign, transfer, mortgage, sublet, or otherwise transfer or encumber all or any part of Lessee's interest in this Lease or in the Premises, without Lessor's prior written consent, which Lessor shall not unreasonably withhold. Lessor shall respond to Lessee's request for consent in a timely manner and any attempted assignment, transfer, mortgage, encumbrance or subletting without such consent shall be void, and shall constitute a breach

of this Lease. Lessor's consent to any assignment or subletting shall not constitute a consent to any subsequent assignment or subletting.

18. LIMITED RIGHT OF ENTRY

Lessor and Lessor's agents shall have the right to enter the Premises at reasonable times for the purpose of inspecting the same and making such alterations, repairs, improvements or additions to the Premises or Building as Lessor may deem necessary or desirable. Except in the case of emergency, in which no prior notice shall be required, such entry shall only be upon 72-hours prior written notice and only if accompanied by Lessee.

19. DEFAULTS AND REMEDIES

19.1. Defaults by Lessee

The occurrence of any one or more of the following events shall constitute a material default and breach of this Lease by Lessee:

- a) The vacating or abandonment of the Premises by Lessee.
- b) The failure by Lessee to make any payment of rent or any other payment required to be made by Lessee, as and when due, where such failure shall continue for a period of three (3) days after written notice from Lessor to Lessee. If Lessor serves Lessee with a Notice to Pay Rent or Quit pursuant to applicable Unlawful Detainer statutes, such Notice to Pay Rent or Quit shall also constitute the notice required by this subparagraph. The acceptance by Lessor of any partial payments of Rent or any other payment required to be made by Lessee, shall not constitute a waiver of any of Lessor's rights, including Lessor's right to recover possession of the Premises.
- c) The failure by Lessee to observe or perform any of the covenants, conditions or provisions of this Lease to be observed or performed by Lessee where such failure shall continue for a period of thirty (30) days after written notice from Lessor to Lessee; provided, however, that if the nature of Lessee's default is such that more than thirty (30) days are reasonably required for its cure, then Lessee shall not be deemed to be in default if Lessee commenced such cure within said 30-day period and thereafter diligently prosecutes such cure to completion.
- d) The failure of Lessee to provide Lessor any documentation required under the terms of this Lease, where such failure continues for a period of ten (10) days after written notice from Lessor to Lessee.
- e) The commission of waste, act or acts constituting public or private nuisance, and/or illegal activity on the Premises by Lessee, where such actions continue for a period of three (3) days following written notice from Lessor to Lessee.

19.2 Remedies

In addition to any remedies outlined above, in the event of a material default or breach of this Lease by Lessee, Lessor may, without further notice or demand, and without limiting Lessor in the exercise of any right or remedy which Lessor may have by reason of such material default or breach:

- a) Terminate Lessee's right to possession of the Premises by any lawful means, in which case this Lease shall terminate, and Lessee shall immediately surrender possession to Lessor. In such event, Lessor shall be entitled to recover from Lessee (i) the unpaid Rent which had been earned at the time of termination; (ii) the worth at the time of award of the amount by which the unpaid Rent which would have been earned after termination until the time of award exceeds the amount of such rental loss that the Lessee proves could have been reasonably avoided; (iii) the worth at the time of award of the amount by which the unpaid rent for the balance of the term after the time of award exceeds the amount of such rental loss that the Lessee proves could be reasonably avoided; and (iv) any other amount necessary to compensate Lessor for all the detriment proximately caused by the Lessee's failure to perform its obligations under this Lease or which in the ordinary course of things would be likely to result therefrom, including but not limited to the cost of recovering possession of the Premises, expenses of reletting, including necessary renovation and alteration of the Premises, reasonable attorneys' fees, and that portion of any leasing commission paid by Lessor in connection with this Lease applicable to the unexpired term of this Lease. Efforts by Lessor to mitigate damages caused by Lessee's material default or breach of this Lease shall not waive Lessor's right to recover any damages to which Lessor is otherwise entitled. If termination of this Lease is obtained through the provisional remedy of unlawful detainer, Lessor shall have the right to recover in such proceeding any unpaid Rent and damages as are recoverable therein, or Lessor may reserve the right to recover all or any part thereof in a separate suit.
- b) Continue the Lease and Lessee's right to possession and recover the Rent as it becomes due, in which event Lessee may sublet or assign, subject only to reasonable limitations. Acts of maintenance, efforts to relet, and/or the appointment of a receiver to protect the Lessor's interests, shall not constitute a termination of the Lessee's right to possession.
- c) Pursue any other remedy now or hereafter available under the laws or judicial decisions of the state wherein the Premises are located. The expiration or termination of this Lease and/or the termination of Lessee's right to possession shall not relieve either Party from liability under any indemnity provisions of this Lease as to matters occurring or accruing during the term hereof or by reason of Lessee's occupancy of the Premises.

19.3 Default by Lessor

Lessor shall be in default if Lessor fails to perform obligations required of Lessor within a reasonable time, but in no event later than thirty (30) days after written notice by Lessee to Lessor specifying that Lessor has failed to perform such obligation; provided, however, that if the nature of Lessor's obligation is such that more than thirty (30) days are required for performance then Lessor shall not be in default if Lessor commences performance within such 30-day period and thereafter diligently prosecutes such cure to completion.

20. CONDITION UPON TERMINATION; HOLDOVER

On the last day of the Lease Term, or on any sooner termination, Lessee shall surrender the Premises to Lessor in the same condition as when received, ordinary wear and tear excepted, clean and free of debris. Unless otherwise determined by Lessor, Lessee shall repair any damage to the Premises occasioned by the installation or removal of Lessee's fixtures, furnishings, and equipment including, but not limited to, drywall patching and touch-up

painting at Lessee's expense. If Lessee fails to vacate the Premises when required, including failure to remove all its personal property, Lessor may elect to treat Lessee as a Lessee from month-to-month, subject to the provisions of this Lease except that rent shall be one and one-quarter (1.25) times the total rent being charged when the Lease term expired, and any option or other rights regarding extension of the term shall no longer apply. If Lessor is unable to deliver possession of the Premises to a new Lessee or to perform improvements for a new Lessee as a result of Lessee's holdover in excess of thirty (30) days after the expiration or earlier termination of this Lease, Lessee shall be liable for any damages and costs incurred by Lessor from the holdover.

21. NOTICES

All notices or correspondence provided for in this Lease shall be effective only if made in writing, personally delivered with an executed acknowledgment of receipt, or deposited in the United States mail, certified, postage prepaid, and addressed as follows:

To Lessee: County of Solano
Department of General Services
675 Texas Street, Suite 2500
Fairfield, CA 94533
Attn: Real Estate/Property Management
Email: DLEyeler@SolanoCounty.com
PH: (707) 784-7906

To Lessor: MRLT Properties
c/o Robert and Diane Karn
4452 Buena Vista Lane
Vacaville, CA 95688
Email: dmkarn@aol.com
PH: (707) 628-4275

22. BINDING ON HEIRS, SUCCESSORS AND ASSIGNS

This Lease shall be binding upon the heirs, executors, administrators, successors and assigns of both parties, except as otherwise provided for in this Lease. Signatures to this Lease accomplished by means of electronic signature or other similar technology shall be legal and binding.

23. BROKER'S FEE & DISCLOSURES

Both Lessor and Lessee understand, consent, and acknowledge that Dakin & Dakin Commercial Real Estate Services represents the Lessor exclusively and the County of Solano through its Real Estate Agent, Dale Eyeler, represents the Lessee exclusively for this lease transaction. Except for Dakin & Dakin Commercial Real Estate Services and Dale Eyeler, Lessee and Lessor represent, acknowledge, and agree to indemnify each other from any third-party claims for commission or finder's fees. Lessor shall pay Dakin & Dakin Commercial Real Estate Services a leasing commission pursuant to a separate agreement between Lessor and Dakin & Dakin Commercial Real Estate Services. Lessee and Lessor acknowledge that Lessee share of leasing commission is applied towards and taken in consideration for the Rent outlined herein.

23.1. Disclosures

When entering a discussion with a real estate agent regarding a real estate transaction, a Lessor or Lessee should from the outset understand what type of agency relationship or representation it has with the agent or agents in the transaction. Lessor and Lessee acknowledge being advised by the Brokers in this transaction, as follows:

(i) Lessor's Agent. A Lessor's agent under a listing agreement with the Lessor acts as the agent for the Lessor only. A Lessor's agent or subagent has the following affirmative obligations: To the Lessor: A fiduciary duty of utmost care, integrity, honesty, and loyalty in dealings with the Lessor. To the Lessee and the Lessor: (a) Diligent exercise of reasonable skills and care in performance of the agent's duties. (b) A duty of honest and fair dealing and good faith. (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the Parties. An agent is not obligated to reveal to either Party any confidential information obtained from the other Party which does not involve the affirmative duties set forth above.

(ii) Lessee's Agent. An agent can agree to act as agent for the Lessee only. In these situations, the agent is not the Lessor's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Lessor. An agent acting only for a Lessee has the following affirmative obligations. To the Lessee: A fiduciary duty of utmost care, integrity, honesty, and loyalty in dealings with the Lessee. To the Lessee and the Lessor: (a) Diligent exercise of reasonable skills and care in performance of the agent's duties. (b) A duty of honest and fair dealing and good faith. (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the Parties. An agent is not obligated to reveal to either Party any confidential information obtained from the other Party which does not involve the affirmative duties set forth above.

Brokers have no responsibility with respect to any material default or breach hereof by either Party. The Parties agree that no lawsuit or other legal proceeding involving any breach of duty, error or omission relating to this Lease may be brought against Broker more than six months after the Commencement Date and that the liability (including court costs and attorneys' fees), of any Broker with respect to any such lawsuit and/or legal proceeding shall not exceed the fee received by such Broker pursuant to this Lease; provided, however, that the foregoing limitation on each Broker's liability shall not be applicable to any gross negligence or willful misconduct of such Broker. Lessor and Lessee agree to identify to Brokers as "Confidential" any communication or information given Brokers that is considered by such Party to be confidential.

24. ESTOPPEL CERTIFICATE

a) Lessee shall at any time, upon not less than ten (10) days prior written notice from Lessor, execute, acknowledge and deliver to Lessor a statement written on Lessor's estoppel certificate form (i) certifying that this Lease is unmodified and in full force and effect (or, if modified, stating the nature of such modification and certifying that this Lease, as so modified, is in full force and effect) and the date to which the rent and other charges are paid in advance, if any, and (ii) acknowledging that there are not, to Lessee's knowledge, any uncured defaults on the part of Lessor, or specifying such defaults if any are claimed.

- b) Lessee's failure to deliver such statement within such time shall be conclusive upon Lessee (i) that this Lease is in full force and effect, without modification except as may be represented by Lessor, and (ii) that there are no uncured defaults in Lessor's performance.

25. TIME OF ESSENCE

Time is of the essence in all terms and conditions of this Lease.

26. SEVERABILITY

The invalidity of any provision of this Lease as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision of this Lease.

27. SUCCESSORS; APPLICABLE LAW

Subject to any provisions in this Lease restricting assignment or subletting by Lessee, this Lease shall bind the parties, their personal representatives, successors, and assigns. The laws of the State of California shall govern this Lease.

28. WAIVER

No waiver by Lessor or any provision in this Lease shall be deemed a waiver of any other provision in this Lease or of any subsequent breach by Lessee of the same or any other provision. Lessor's consent to, or approval of, any act shall not be deemed to render unnecessary the obtaining of Lessor's consent to or approval of any subsequent act by Lessee. The acceptance of rent by Lessor shall not be a waiver of any preceding breach by Lessee of any provision in this Lease, other than the failure of Lessee to pay the rent so accepted, regardless of Lessor's knowledge of such preceding breach at the time of acceptance of such rent. The Parties agree that the terms of this Lease shall govern with regard to all matters related thereto and hereby waive the provisions of any present or future statute to the extent that such statute is inconsistent with this Lease.

29. JOINT AND SEVERAL

If either Lessor or Lessee is composed of more than one person or entity, the obligations imposed in this Lease shall be joint and several.

30. ENTIRE AGREEMENT

This Lease contains all agreements of the parties with respect to any matter mentioned. No prior agreement or understanding pertaining to any such matter shall be effective. This Lease may be modified in writing only, signed by the parties in interest at the time of the modification. Except as otherwise stated in this Lease, Lessee acknowledges that neither the Lessor or any employees or agents of the Lessor have made any oral or written warranties or representations to Lessee relative to the condition or use by Lessee of the Premises.

31. CUMULATIVE REMEDIES

No remedy or election in this Lease shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.

32. COVENANTS AND CONDITIONS

Each provision of this Lease performable by Lessor or Lessee shall be deemed both a covenant and a condition.

33. QUIET POSSESSION

Upon Lessee paying the rent for the Premises and observing and performing all the covenants, conditions, and provisions on Lessee's part to be observed and performed in this Lease, Lessee shall have quiet possession of the Premises for the entire term subject to all the provisions of this Lease.

34. AMENDMENT

The terms of this Lease may be amended only in writing and by mutual agreement between Lessor and Lessee.

35. FORCE MAJEURE

Except as otherwise provided, whenever a party is required to perform an act under this Lease by a certain time, the time for such performance shall be extended for so long as such performance is prevented, delayed, or hindered by Force Majeure. If a delay in performance is caused by a Force Majeure event, the party who is claiming a delay in performance (Claiming Party) must notify the other party (Non-Claiming Party) within ten (10) days of the commencement of the Force Majeure event (a) that a Force Majeure event has taken place, (b) when the Force Majeure occurred, (c) the nature of the Force Majeure event, (d) that performance is being delayed due to the Force Majeure event, (e) the expected length of time of delay of performance, and (f) description of damage of event or Force Majeure and how it has delayed performance. Failure to notify the Non-Claiming Party within such 10-day period shall result in the waiver by the Claiming Party to claim a delay in performance due to the Force Majeure event.

36. AUTHORITY

Lessee and Lessor represents and warrant that they each have the authority and necessary approvals to enter this Lease and that the individuals signing below have the authority to bind Lessee and Lessor.

IN WITNESS WHEREOF, the Parties have executed this Lease as of the Effective Date.

LESSEE: County of Solano, a political
subdivision of the State of California

Bill Emlen
County Administrator

LESSOR: MRLT Properties

Robert Karn
Robert Karn (Mar 26, 2024 15:28 PDT)

Robert Karn, Owner

Diane M. Karn
Diane M. Karn (Mar 29, 2024 15:22 PDT)

Diane Karn, Owner

APPROVED AS TO FORM

M. Callaway
Deputy County Counsel

EXHIBIT A
Premises and Building
2220C Boynton, Fairfield

Site Plan showing the Building with an outline depicting the leased premises, including non-reserved and reserved vehicle parking area (option basketball pole location).

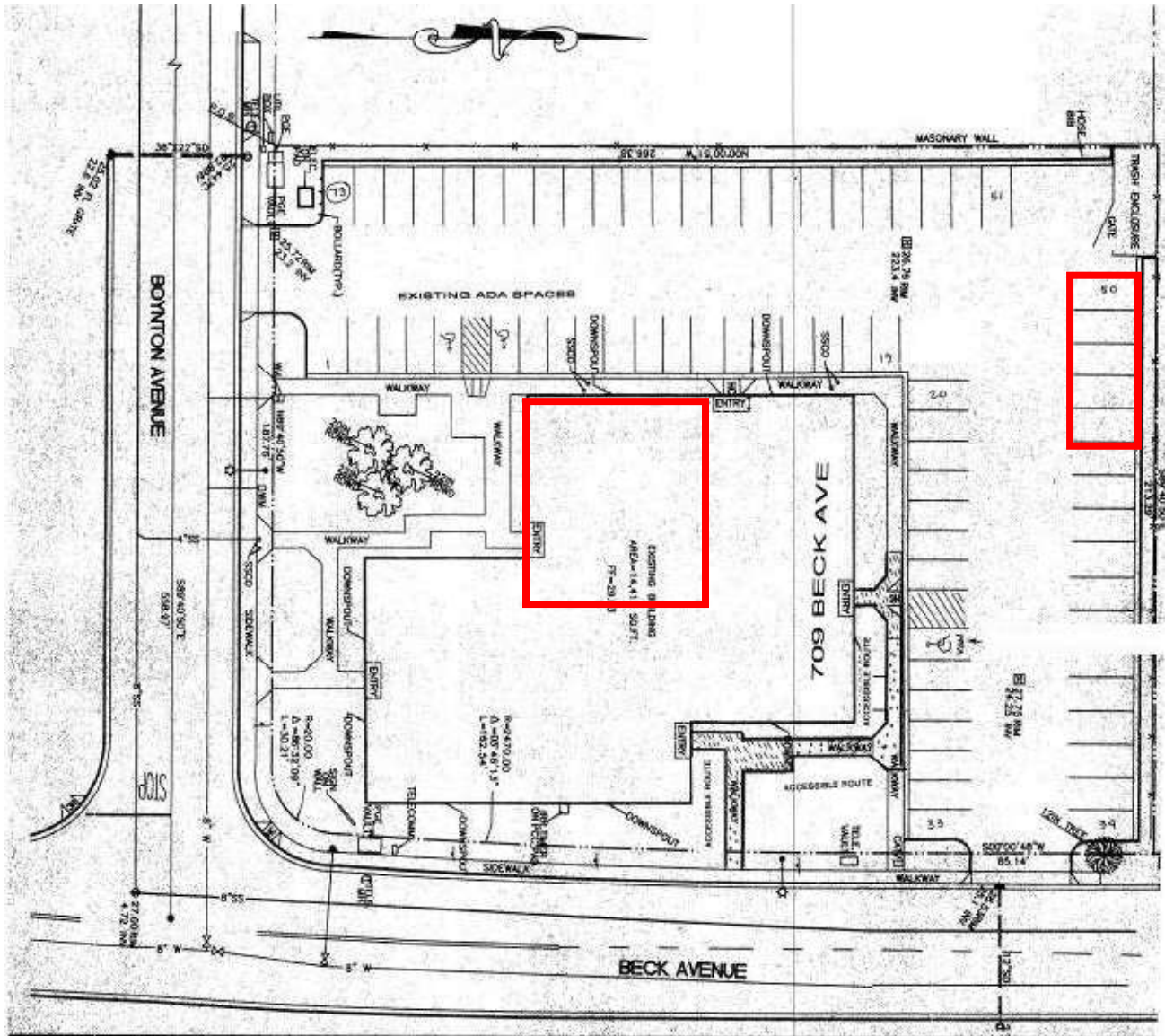


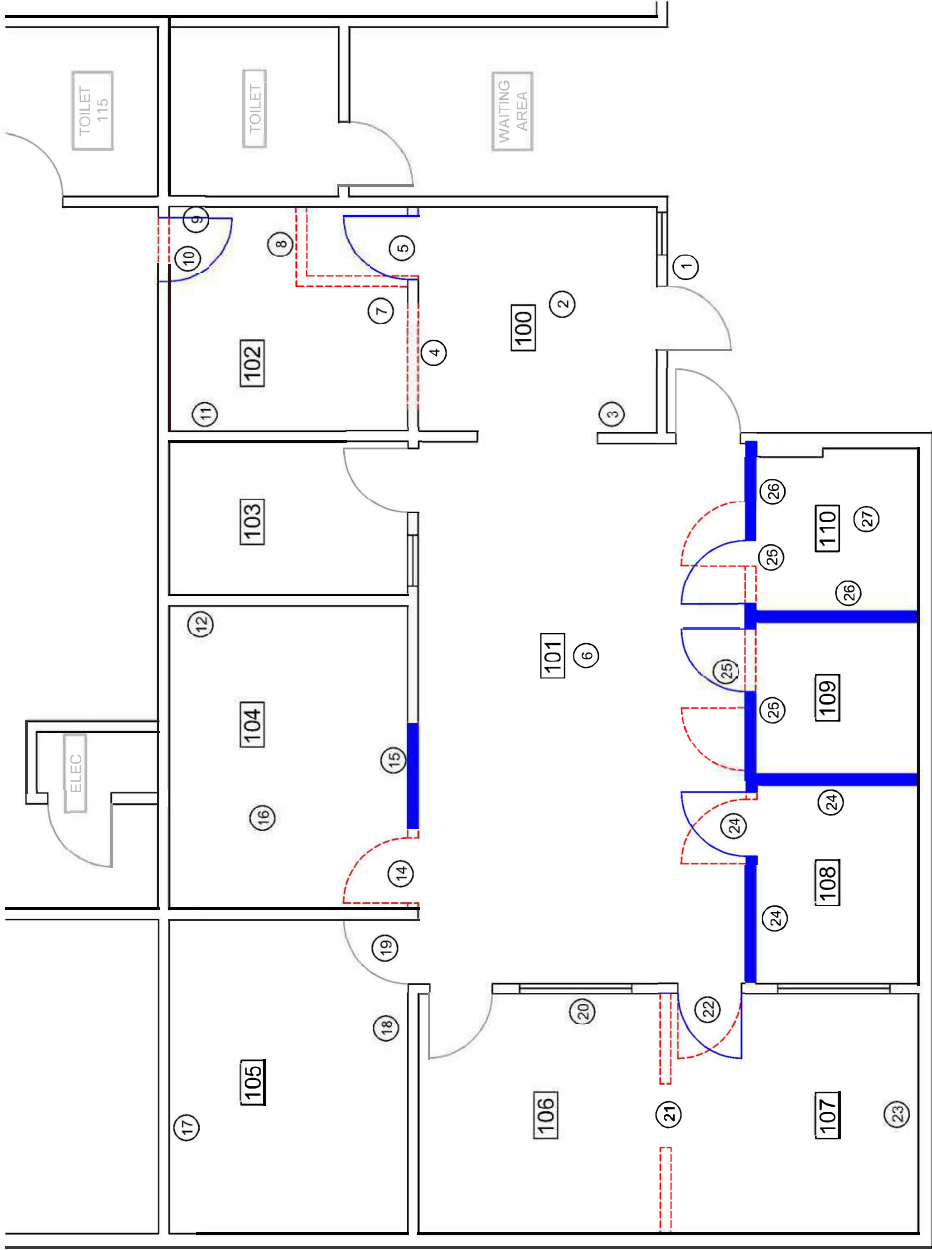
EXHIBIT B
Premises Improvements

EXHIBIT B
Premises Improvements

CONCEPTUAL PLAN (AND SCOPE)

2220 BOYNTON AVENUE (SUITE C), FAIRFIELD, CA 94533

NOT TO SCALE
06/09/2023



NOTE	ROOM #	LANDLORD SCOPE	COUNTY SCOPE
	1	100	A1 ENTRY: REMOVE SIGNAGE (PRIOR TENANT) - NO COST TO COUNTY
	2	100	REPLACE CARPET WITH MORE DURABLE FLOORING FOR HIGH TRAFFIC (E.G. VINYL PLANK) FOR LOW COST MAINTENANCE
	3	100	UPDATE BUILDING ALARM
	4	100	DEMOUNT WALL AND PROVIDE NEW OPENING FOR RECEPTION WINDOW (COUNTER AND GLAZING) GLAZING AT 7'-0" ABOVE FINISH FLOOR WITH PASS THROUGH OPENING ABOVE COUNTER
	5	100	INSTALL NEW FULL HEIGHT WALL WITH DOOR, LOCKABLE HARDWARE, AND DOOR STOPPER
	6	101	REPLACE CARPET WITH MORE DURABLE FLOORING FOR HIGH TRAFFIC (E.G. VINYL PLANK) FOR LOW COST MAINTENANCE
	7	102	PATCH CARPET (MATCH EXISTING); REPLACE RUBBER BASE (MATCH BUILDING) - NO COST TO COUNTY
	8	102	DEMOUNT PARTIAL HEIGHT WALL, DOOR, AND DOOR STOPPER
	9	102	REMOVE SINK, BASE CABINET, SOAP AND PAPER TOWEL DISPENSER; RELOCATE OUTLET AT STANDARD HEIGHT
	10	102	INSTALL NEW FULL HEIGHT FIRE RATED WALL WITH FIRE RATED DOOR, NARROW WINDOW, LITE, AND KEYPAD
	11	102	TERMINATE SPECIAL OUTLET (7)
	12	104	(deleted)
	13	104	ADD WINDOW LITE TO DOOR
	14	104	DEMOUNT WINDOW, INSTALL WALL (WITH ACOUSTICAL INSULATION)
	15	104	(deleted)
	16	105	RELOCATE POWER OUTLET TO STANDARD HEIGHT
	17	105	ADD WINDOW LITE TO EXISTING DOOR
	18	105	REMOVE APPARATUS (CEILING MOUNT); REPLACE WITH CEILING TILE
	19	106	DEMOUNT WALL AND DOOR; PATCH AND REPAIR TO MATCH EXISTING
	20	106	INSTALL NEW DOOR (LIP - LEFT HAND TO "RIGHT HAND")
	21	106	NEW POWER OUTLET (FOR FUTURE TV)
	22	106	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	23	107	INSTALL NEW FULL HEIGHT PARTITION WALLS (WITH ACOUSTICAL INSULATION); INSTALL NEW DOOR WITH WINDOW LITE AND LOCKING HARDWARE
	24	108	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	25	109	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	26	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	27	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	28	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	29	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	30	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	31	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	32	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	33	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	34	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	35	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	36	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	37	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	38	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	39	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	40	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	41	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	42	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	43	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	44	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	45	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	46	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	47	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	48	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	49	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	50	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	51	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	52	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	53	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	54	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	55	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	56	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	57	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	58	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	59	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	60	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	61	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	62	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	63	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	64	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	65	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	66	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	67	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	68	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	69	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	70	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	71	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	72	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	73	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	74	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	75	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	76	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	77	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	78	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	79	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	80	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	81	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	82	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	83	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	84	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	85	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	86	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	87	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	88	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	89	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	90	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	91	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	92	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	93	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	94	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	95	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	96	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	97	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	98	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	99	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	100	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	101	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	102	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	103	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	104	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	105	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	106	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	107	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	108	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	109	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	110	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	111	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	112	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	113	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	114	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	115	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	116	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	117	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	118	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	119	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	120	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	121	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	122	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	123	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	124	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	125	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	126	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	127	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	128	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	129	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	130	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	131	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	132	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	133	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	134	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	135	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	136	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	137	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	138	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	139	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	140	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	141	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	142	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	143	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	144	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	145	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	146	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	147	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	148	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	149	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	150	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	151	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	152	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	153	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	154	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	155	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	156	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	157	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	158	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	159	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	160	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	161	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	162	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	163	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	164	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	165	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	166	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	167	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	168	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	169	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	170	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	171	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	172	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	173	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	174	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	175	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	176	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	177	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	178	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	179	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	180	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	181	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	182	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	183	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	184	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	185	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	186	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	187	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	188	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	189	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	190	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	191	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	192	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	193	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	194	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	195	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	196	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	197	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	198	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	199	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	200	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	201	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	202	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	203	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	204	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	205	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	206	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	207	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	208	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	209	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	210	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	211	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	212	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	213	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	214	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	215	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	216	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	217	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	218	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	219	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	220	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	221	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	222	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	223	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	224	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	225	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	226	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	227	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	228	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	229	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	230	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	231	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	232	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	233	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	234	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	235	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	236	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	237	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	238	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	239	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	240	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	241	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	242	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	243	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	244	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	245	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	246	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	247	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	248	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	249	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	250	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	251	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	252	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	253	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	254	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	255	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	256	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	257	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	258	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	259	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	260	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	261	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	262	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	263	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	264	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	265	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	266	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	267	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	268	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	269	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	270	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	271	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	272	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	273	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	274	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	275	110	INSTALL NEW HVAC (SUPPLY AND RETURN)
	276	110	DEMOUNT PARTIAL HEIGHT WALL AND DOOR
	277	110	INSTALL NEW

EXHIBIT C
Janitorial Services

(Description of tasks and frequency for required cleaning services provided to the Premises only)

- Daily cleaning, disinfecting, and sanitizing of restroom
- Daily trash removal from breakroom and restroom
- Daily cleaning of break room
- Weekly vacuuming of carpeted floor surfaces
- Weekly mopping of tiled floor surfaces
- Monthly dusting of accessible furnishings
- Furnish all cleaning supplies, equipment, paper products, and soap
- Replace light-bulbs within the timeframe prescribed in paragraph 19 herein, subject to Lessee providing Lessor with no less than 48 hours prior notice of non-working light bulbs
- Other cleaning services upon request











2220 C Boyton Lease Final 240326

Final Audit Report

2024-03-29

Created:	2024-03-26
By:	Justine Arvisu (JMArvisu@SolanoCounty.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_WRps6Ugg6jh89oTA_TEpGwZQfjDzhut

"2220 C Boyton Lease Final 240326" History

-  Document created by Justine Arvisu (JMArvisu@SolanoCounty.com)
2024-03-26 - 10:00:39 PM GMT
-  Document emailed to robert Karn (rkarn@rakengineers.com) for signature
2024-03-26 - 10:01:38 PM GMT
-  Email viewed by robert Karn (rkarn@rakengineers.com)
2024-03-26 - 10:27:35 PM GMT
-  Document e-signed by robert Karn (rkarn@rakengineers.com)
Signature Date: 2024-03-26 - 10:28:25 PM GMT - Time Source: server
-  Document emailed to dmkarn@aol.com for signature
2024-03-26 - 10:28:26 PM GMT
-  Email viewed by dmkarn@aol.com
2024-03-27 - 4:29:25 AM GMT
-  Email viewed by dmkarn@aol.com
2024-03-29 - 10:20:25 PM GMT
-  Signer dmkarn@aol.com entered name at signing as Diane M Karn
2024-03-29 - 10:22:12 PM GMT
-  Document e-signed by Diane M Karn (dmkarn@aol.com)
Signature Date: 2024-03-29 - 10:22:14 PM GMT - Time Source: server
-  Agreement completed.
2024-03-29 - 10:22:14 PM GMT











Contract Review Sheet - 2220C Boynton Lease v.2

Final Audit Report

2024-04-02

Created:	2024-04-02
By:	Donovan Fullard (dfullard@solanocounty.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAHv-TssOoA-_kLD1MrqSbUQUyZ8DRYsTy

"Contract Review Sheet - 2220C Boynton Lease v.2" History

-  Document created by Donovan Fullard (dfullard@solanocounty.com)
2024-04-02 - 6:44:18 PM GMT
-  Document emailed to Megan Greve (mmgreve@solanocounty.com) for signature
2024-04-02 - 6:48:34 PM GMT
-  Email viewed by Megan Greve (mmgreve@solanocounty.com)
2024-04-02 - 7:26:41 PM GMT
-  Document e-signed by Megan Greve (mmgreve@solanocounty.com)
Signature Date: 2024-04-02 - 7:27:11 PM GMT - Time Source: server
-  Document emailed to Megan Callaway (mjcallaway@solanocounty.com) for signature
2024-04-02 - 7:27:13 PM GMT
-  Email viewed by Megan Callaway (mjcallaway@solanocounty.com)
2024-04-02 - 7:31:21 PM GMT
-  Document e-signed by Megan Callaway (mjcallaway@solanocounty.com)
Signature Date: 2024-04-02 - 7:33:16 PM GMT - Time Source: server
-  Agreement completed.
2024-04-02 - 7:33:16 PM GMT



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	11	Status:	Consent Calendar
Type:	Contract	Department:	Health and Social Services
File #:	24-203	Contact:	Gerald Huber, 784-8400
Agenda date:	04/23/2024	Final Action:	
Title:	Approve a second contract amendment with Sierra Vista Hospital for \$210,000 for a total contract amount of \$685,832 to provide psychiatric medical services for the current period through June 30, 2024; and Delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Sierra Vista Hospital Contract, Amendment 2, B - Link to Sierra Vista Amendment 1, Original Contract		

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes _____ No <u> X </u>			
Public Hearing Required?	Yes _____ No <u> X </u>			

DEPARTMENTAL RECOMMENDATION:

The Department of Health & Social Services (H&SS) recommends that the Board of Supervisors approve a second contract amendment with Sierra Vista Hospital for \$210,000 for a total contract amount of \$685,832 to provide psychiatric medical services for the current period through June 30, 2024; and delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999.

SUMMARY/DISCUSSION:

Sierra Vista Hospital is a full-service mental health facility providing inpatient and outpatient psychiatric services. Under the current contract, Sierra Vista Hospital provides assessment, diagnosis, and acute psychiatric inpatient treatment services for Solano County clients in a 24-hour secure setting. Individuals are typically admitted to Sierra Vista Hospital when placed on a Welfare and Institution (W&I) Code section 5150 indicating that the individual is a danger to self, others, or gravely disabled due to mental illness.

On June 28, 2022, the Board of Supervisors approved a \$475,832 utilization-based contract with Sierra Vista Hospital for the period of July 1, 2022 through June 30, 2024. The first contract amendment was executed on July 1, 2022 to update the provider rate cost details without impacting the total contract amount. This second contract amendment represents an increase of \$210,000 for a total contract amount of \$685,832 and is necessary to continue and expand psychiatric services for mental health clients through June 30, 2024.

Locked inpatient psychiatric hospitals such as Sierra Vista are essential in providing a therapeutic clinical environment to effectively and rapidly treat adolescents, adults and older adults suffering from acute

psychiatric issues. In an acute inpatient program, the client receives an initial assessment, diagnosis, and rapid stabilization of acute psychiatric and co-occurring disorders (psychiatric and substance abuse disorders), with admissions typically ranging from ten to fourteen days, followed by a transition to less intensive, appropriate levels of follow-up care and support. Obtaining inpatient psychiatric hospital beds has become a more significant challenge each year as overall demand has increased, particularly for the placement of adolescents. In contrast, the number of available beds for placement has remained flat. Sierra Vista Hospital has demonstrated the ability to provide this specialized level of care to meet the inpatient psychiatric needs of Solano County's most vulnerable behavioral health clients.

FINANCIAL IMPACT:

The contract amendment is funded with 1991 and 2011 Realignment as services provided by this facility are not Medi-Cal billable. Appropriations are available in the FY2023/24 Working Budget for this amendment. There is no additional impact to the County General Fund.

ALTERNATIVES:

The Board may choose not to approve the contract amendment for Sierra Vista Hospital. This is not recommended as the County is mandated to provide psychiatric services for clients served in the County mental health system. This amendment will ensure continued inpatient psychiatric hospitalization services.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved the contract for legal sufficiency.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

**SECOND AMENDMENT TO STANDARD CONTRACT
BETWEEN COUNTY OF SOLANO and SIERRA VISTA HOSPITAL**

This SECOND Amendment ("Second Amendment") is entered into as of the 7th day of February 2024, between the COUNTY OF SOLANO, a political subdivision of the State of California ("County") and Sierra Vista Hospital, ("Contractor").

1. Recitals

A. The parties entered into a contract dated July 1st, 2022 (the "Contract"), in which Contractor agreed to provide acute psychiatric inpatient treatment services for Solano County Medi-Cal beneficiaries or indigent clients who are referred by the County.

B. The parties amended the contract (First Amendment) on September 1, 2022 to add billing rates to the Contract.

C. The County now needs to modify the budget of the Contract.

D. This Second Amendment represents an increase of \$210,000 to the Contract.

E. The parties agree to amend the Contract as set forth below.

2. Agreement

A. Amount

Section 3 of the contract is deleted and replaced with: The maximum amount of this contract is \$685,832.

3. Effectiveness of Contract.

Except as set forth in this Second Amendment, all other terms and conditions specified in the Contract remain in full force and effect.

COUNTY OF SOLANO, a Political
Subdivision of the State of California

BHC Sierra Vista Hospital, Inc.
Sierra Vista Hospital

By _____
Bill Emlen
County Administrator

By   03/28/2024
07:34 PM EDT
Tami Brooks
Chief Executive Officer 

APPROVED AS TO FORM

APPROVED AS TO CONTENT

By   03/29/2024
06:26 PM EDT
County Counsel, Deputy

By   03/29/2024
11:21 AM EDT
Gerald R. Huber, Director
Health and Social Services

Attachment B

File # 24-203

The following documents can be accessed via the links in the list below, in addition to being on file with the Clerk of the Board.

1. [Link to Sierra Vista Amendment 1](#)
2. [Link to Sierra Vista Original Contract](#)



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	12	Status:	Consent Calendar
Type:	Contract	Department:	Health and Social Services
File #:	24-264	Contact:	Gerald Huber, 784-8400
Agenda date:	04/23/2024	Final Action:	
Title:	Approve a first contract amendment with Touro University for \$903,400 for a total contract amount of \$915,900 to support a regional approach to opioid remediation and abatement activities in coordination with Drug Safe Solano and Solano County Behavioral Health for the current period through June 30, 2026; and Delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Touro Univeristy Contract Amendment, B - Link to Touro University Original Contract		

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes _____	No <u>X</u>		
Public Hearing Required?	Yes _____	No <u>X</u>		

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services recommends that the Board of Supervisors approve a first contract amendment with Touro University for \$903,400 for a total contract amount of \$915,900 to support a regional approach to opioid remediation and abatement activities in coordination with Drug Safe Solano and Solano County Behavioral Health for the current period through June 30, 2026; and delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999.

SUMMARY:

California joined multiple national lawsuits against manufacturers, distributors, and other entities responsible for aiding the opioid epidemic and has received awards from opioid judgements and anticipates receiving additional funds from future judgements. Opioid settlement allocations to Solano County must be expended on opioid remediation that includes high-impact abatement activities delineated by the State Department of Health Care Services (DHCS). Health and Social Services (H&SS), Behavioral Health Division, is coordinating efforts with the H&SS, Public Health division's prevention team and Drug Safe Solano, the county Opioid Coalition, to ensure abatement strategies align with evidence-based practices to expand and enhance substance use disorder (SUD) prevention, intervention, harm reduction, treatment, and recovery services.

The contract amendment with Touro University will expand services to increase efforts in combating the opioid crisis and will include a mobile harm reduction program and a youth prevention outreach program. In

addition, Solano Behavioral Health collaborates with Drug Safe Solano which brings together a motivated multidisciplinary team to address opioid addiction issues in the community. Drug Safe Solano will increase staffing to provide countywide coordination, strategic planning, early intervention, and prevention activities. Solano Behavioral Health will continue to oversee all activities and to ensure shared goals, strategies, and alignment to reduce overdose deaths.

FINANCIAL IMPACT:

Opioid settlement funding received from the Department of Health Care Services and Substance Use Block Grant (SUBG) revenue will provide funding for the contract amendment. Appropriations are available in the FY2023/24 Working Budget. There is no impact on the County General Fund.

DISCUSSION:

There is a critical need to support and maintain opioid coalitions. The Centers for Disease Control and Prevention estimates that nearly 110,000 Americans died from drug overdoses in 2022; of these, an estimated 83,000 (75%) involved opioid drugs. According to the Solano County Sheriff / Coroner's Office's updated data as of February 2024, there were 115 overdose deaths in 2023, as compared to 63 in 2022 in Solano County. Of the overdose deaths in 2023, 27 were due to stimulants like methamphetamine, 29 were due to a combination of methamphetamine and fentanyl, and 59 included fentanyl.

The Drug Safe Solano (DSS) coalition was created when a diverse cross-section of community partners came together to address the severe issue of opioid use in Solano County. Formerly known as the Solano Opioid Safety Coalition, DSS was established in the Fall of 2018. In August 2019, DSS transitioned to Touro University California (TUC). DSS is comprised of over 40 organizations from a cross-section of local hospitals, community health centers, law enforcement, county agencies, community-based organizations, first responders, and concerned residents who come together to collaborate, prevent, and combat the opioid crisis.

The DSS's mission is to (1) decrease the stigma of addiction, serve as a resource for patients and professionals, and increase public education about the opioid crisis and the use of Naloxone, (2) save lives by preventing opioid overdoses and deaths by reducing the number of opioid prescriptions and safe disposal of prescription opioids, and (3) expand access to Medication Assisted Treatment (MAT) and other forms of treatment, both in inpatient and outpatient settings.

On June 1, 2022, Solano Behavioral Health entered a contract with Touro University for \$12,500 to collaborate and create strategies to combat the opioid crisis through the DSS coalition meetings for the period of July 1, 2022 through June 30, 2024. The recommended contract amendment represents an increase of \$903,400 and extends the contract by two years, to June 30, 2026. The additional funding will allow DSS to expand its staffing to assist with opioid remediation coordination efforts, and the addition of harm reduction and youth prevention programs. Operations and areas of focus include strategic planning, identifying substance use disorder (SUD) and opioid use disorder (OUD) gaps and priorities for Solano County; increasing Narcan distribution and training; and supervision of substance use navigators who are providing access to MAT and recovery services in Solano County.

A Mobile Harm Reduction Program (syringe exchange and OUD support team) will also be developed to facilitate community access to these services. In addition, a Youth Outreach Program will be implemented focused on harm reduction, in coordination with community partners, support events and activities, train student volunteers to use and administer Narcan and increase community education on SUD/OUD harm

reduction. This project aligns with the Department of Health Care Service's requirements for high impact abatement, which includes substance use disorder treatment, addressing needs of communities of color and vulnerable populations, preventing drug addiction in vulnerable youth, and the purchase of Narcan/Naloxone.

ALTERNATIVES:

The Board could choose not to approve the contract amendment with Touro University. This is not recommended as the opioid settlement funds are intended to provide remediation of the opioid crisis, and will be used toward prevention, treatment, recovery, and harm reduction.

OTHER AGENCY INVOLVEMENT:

H&SS, Behavioral Health Division and Public Health Division support the coordination of opioid remediation efforts.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

**FIRST AMENDMENT TO STANDARD CONTRACT
BETWEEN COUNTY OF SOLANO and TOURO UNIVERSITY CALIFORNIA**

This first amendment ("First Amendment") is entered into as of the 2nd day of April 2024, between the COUNTY OF SOLANO, a political subdivision of the State of California ("County") and Touro University California ("Contractor").

1. Recitals

- A. The parties entered into a contract dated July 1, 2022 (the "Contract"), in which Contractor agreed to support the Opioid Coalition in Solano County.
- B. The County now needs to extend term of the contract, increase the contract amount, revise the Scope of Work and adjust the Budget Detail as a result of the Opioid Settlement funding.
- C. This First Amendment represents an increase of \$903,400.40 and a two (2) year extension to the Contract.
- D. The parties agree to amend the Contract as set forth below.

2. Agreement.

A. Term of Contract

Section 2 of the Contract is replaced with: The Term of this Contract is 7/1/2022 to 6/30/2026.

B. Amount of Contract

Section 3 of the Contract is replaced with: The maximum amount of this Contract is \$915,900.40.

C. Scope of Work

Exhibit A, section 2, subsection A (Program Specific Activities) is deleted in its entirety and replaced with the following:

A. PROGRAM SPECIFIC ACTIVITIES

1) Drug Safe Solano Activities:

- i. Convening of Drug Safe Solano and Drug Safe Solano Working Groups
- ii. Identification of SUD/ODD gaps in Solano County
- iii. Setting of Solano County priorities for SUD/ODD
- iv. County SUD/ODD and Narcan Training
- v. Oversight and Coordination of Drug Safe Solano Grant Funded Activities
- vi. Supervision of Drug Safe Solano Grant Funded Employees including Grant Funded Substance Use Navigators who are providing access to MAT and recovery services in Solano County

2) Addition of a Mobile Harm Reduction Program to DSS

- i. Scheduling the Mobile Harm Reduction Program
- ii. Coordinating Student Volunteer Staff and Faculty Preceptors for the Mobile Harm Reduction Program
- iii. Ordering and maintaining inventory for the Mobile Harm Reduction Program
- iv. Provide community education on SUD/ODD and harm reduction
- v. Provide harm reduction services across the county (point of care testing for infectious disease, vaccinations for infectious disease, syringe exchange, fentanyl test strips, condoms, etc.)

3) Addition of a Youth Prevention Program to DSS

- i. Implementation of a Youth Outreach Program in coordination with our community partners (KP-TUC PATHS mentoring programs in Vallejo, local non-profit partners, PAL in Fairfield, etc.)
- ii. Schedule Youth Outreach events and activities
- iii. Coordinate Touro student volunteers for the youth outreach programs
- iv. Order and maintain inventory for the program
- v. Provide youth outreach community education on SUD/ODU
- vi. Provide youth outreach services across the county
- vii. Engage with youth and their families in Juvenile Hall through structured social gatherings that focus on building healthy individual and family dynamics using evidence-based structures and systems of care
- viii. Partner with Kaiser and the PATHS program at Touro to recruit Youth Ambassadors to train in outreach and giving presentations as well as advocacy and leadership. The youth will participate in DSS activities as well as mentor Vallejo High School students. The Youth Ambassadors will also go to the Solano Student Art Showcase, which is for all school-age youth in Solano County.
- ix. Partner with the County Office of Education and Public Health to provide educational presentations on SUD prevention in the local high schools. Help provide resources and support for the Friday Night Live program.
- x. Provide bilingual education for students and parents on Narcan
- xi. Help connect transitional age youth to transitional housing options (Mission Samoa has some scattered sites (Beds in homes) that are available to us)
- xii. Host Annual Teen Summit for youth and families for students transitioning into high school with focus on intervention and prevention social engagement strategies
- xiii. Partner will local community-based organizations such as the Matt Garcia Career and College Academy and Leaders of Men to mentor a group of 20-40 youth leaving middle school as they transition high school. Grow the Youth Advisory Board to stay engaged in healthy intervention and prevention choices.

D. Budget Detail

Exhibit B-1 is deleted in its entirety and replaced with the attached Budget Detail incorporated into this First Amendment as Exhibit B-1.1.


3. Effectiveness of Contract

Except as set forth in this First Amendment, all other terms and conditions specified in the Contract remain in full force and effect.


COUNTY OF SOLANO, a Political
Subdivision of the State of California

TOURO UNIVERSITY CALIFORNIA

By _____
Bill Emlen
County Administrator

By Tami Hendriks  04/03/2024 08:27 PM EDT
Tami Hendriks
Interim Chief Academic Officer

APPROVED AS TO CONTENT

By Gerald Huber  04/04/2024 12:06 PM EDT
Gerald R. Huber
Director, Health and Social Services

APPROVED AS TO FORM


By Kelly Welsh  04/04/2024 11:37 AM EDT
Kelly Welsh
Deputy County Counsel

EXHIBIT B-1.1
BUDGET DETAIL

FY July 2022-June 2024		
A. Personnel Expenses		
Job Title	FTE	Total
DSS Program Coordinator	.20	\$21,364
Total Personnel Expenses (Salaries + Fringe Benefits)		\$21,364
B. Operation Expenses		
Educational Materials		
• Printed fliers, posters, handouts, etc.		
Drug Safe Solano Meetings		
• Meeting space and refreshments for monthly meetings		
Travel		
• Gas, mileage, toll, parking, etc		
Office Supplies		
Media Outreach		
• Billboards, bus stop ads, website updates, radio spots, etc.		
Total Operation Expenses		
Total Indirect Expenses	10%	\$2,136.40
TOTAL BUDGET		\$23,500.40

FY July 2024-
June 2025

A. Personnel Expenses				
Job Title	FTE			Total
DSS Program Coordinator	1.0			\$87,550
Harm Reduction Outreach Coordinator	1.0			\$61,058
Student Internships				\$10,000
Total Salaries				\$158,608
Total Fringe Benefits (25.76%)				\$39,482
Total Personnel Expenses (Salaries + Fringe Benefits)				\$198,090

B. Operation Expenses			
Line Item			Total
Media Outreach			\$15,125
General Supplies			\$3,219
Harm Reduction Kits			\$15,000
Mileage Reimbursement			\$4,875
Gas Van			\$5,024
Maintenance & Van Insurance			\$5,990
Youth Outreach Supplies			\$3,000
Promotional Supplies			\$12,125
Conference Travel			\$2,500
Annual Symposium			\$7,500
Gift Cards @ \$30			\$3,000
Point of Care lab testing supplies			\$2,000
Rental Space			\$6,000
Total Operation Expenses			\$85,359
Subcontractor Expense			
Consultant Services – Youth Prevention Program Manager			\$78,000

C. Indirect Expenses			
Federal	29.9 %		
Total Indirect Expenses			\$84,751

TOTAL BUDGET	\$446,200
---------------------	------------------

FY July 2025-
June 2026

A. Personnel Expenses				
Job Title	FTE			Total
DSS Program Coordinator	1.0			\$87,550
Harm Reduction Outreach Coordinator	1.0			\$61,058
Student Internships				\$10,000
Total Salaries				\$158,608
Total Fringe Benefits (25.76%)				\$39,482
Total Personnel Expenses (Salaries + Fringe Benefits)				\$198,090

B. Operation Expenses			
Line Item			Total
Media Outreach			\$15,125
General Supplies			\$3,219
Harm Reduction Kits			\$15,000
Mileage Reimbursement			\$4,875
Gas Van			\$5,024
Maintenance & Van Insurance			\$5,990
Youth Outreach Supplies			\$3,000
Promotional Supplies			\$12,125
Conference Travel			\$2,500
Annual Symposium			\$7,500
Gift Cards @ \$30			\$3,000
Point of Care lab testing supplies			\$2,000
Rental Space			\$6,000
Total Operation Expenses			\$85,359
Subcontractor Expense			
Consultant Services – Youth Prevention Program Manager			\$78,000

C. Indirect Expenses			
Federal	29.9 %		
Total Indirect Expenses			\$84,751

TOTAL BUDGET	\$446,200
---------------------	------------------

Attachment B

File # 24-264

The following documents can be accessed via the link in the list below, in addition to being on file with the Clerk of the Board.

1. [Touro University Original Contract](#)



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	13	Status:	Consent Calendar
Type:	Contract	Department:	Health and Social Services
File #:	24-275	Contact:	Gerald Huber, 784-8400
Agenda date:	04/23/2024	Final Action:	
Title:	Approve a second contract amendment with Caminar, Inc. for \$94,139 for a total contract amount of \$1,913,699 for the Homeless Outreach Motivation and Engagement Full Service Partnership program for the current period through June 30, 2024, and Delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Caminar Amendment 2, B - Link to Caminar Amendment 1 and Original Contract		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes _____ No X
Public Hearing Required? Yes _____ No X

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services recommends that the Board of Supervisors approve a second contract amendment with Caminar, Inc. for \$94,139 for a total contract amount of \$1,913,699 for the Homeless Outreach Motivation and Engagement Full Service Partnership program for the current period through June 30, 2024; and delegate authority to the County Administrator to execute the amendment and any subsequent amendments, with County Counsel concurrence, up to an aggregate of \$74,999.

SUMMARY:

On June 28, 2022, the Board approved a contract with Caminar, Inc. for \$909,780 for the Homeless Outreach Motivation and Engagement (HOME) Full-Service Partnership (FSP) program for the period of July 1, 2022 through June 30, 2023. The HOME FSP program delivers intensive mental health and case management services to eligible adults and older adults who meet FSP-level criteria and are currently at risk of or have recently been at risk of hospitalization, involvement with the criminal justice system, incarceration, homelessness, or are part of an unserved/underserved population.

On August 8, 2023, the Board approved a first contract amendment with Caminar, Inc. to increase the contract by \$909,780 and extend the contract through June 30, 2024, to continue the HOME FSP program.

This second amendment increases the contract by \$94,139 for a total contract amount of \$1,913,699 to support the continued delivery of FSP-level services by a multidisciplinary team that includes supervisors, clinicians, case managers, psychiatrists, peer specialists, and co-occurring specialists who help support HOME consumers in becoming more independent and integrated within the community.

The FSP services are outlined in the Solano County Mental Health Services Act (MHSA) Three-Year Plan and annual updates.

FINANCIAL IMPACT:

The Caminar, Inc. contract and amendments are funded with MHSA Community Services and Supports (CSS) revenue and Short Doyle Medi-Cal revenues (federal financial participation). Approval of this second amendment does not impact the County General Fund.

DISCUSSION:

In November 2004, California voters passed Proposition 63, also called the Mental Health Services Act (MHSA), which imposed a one percent income tax on personal income over \$1 million to provide funding to support county mental health programs. There are five funding streams of MHSA, including the Community Services and Supports (CSS) component. MHSA programs address a broad continuum of prevention, early intervention, direct services, and the necessary infrastructure, technology, and training elements to effectively support the mental health system. Counties administer the MHSA programs and are required to create and implement, with the local community input, three-year plans that are updated annually. The CSS funding component enhances the mental health service delivery system to provide treatment and recovery services for children and adults.

On September 12, 2023, the Board of Supervisors approved the Mental Health Services Act (MHSA) Three-Year Plan for Solano County for FY2023/24 through FY2025/26. The MHSA Three-Year Plan provides funding for the delivery of intensive FSP programming services for youth and adults in Solano County, which is a required element of MHSA. The FSP programs have shown successful outcomes, including exceeding goals related to preventing hospitalization, incarceration, and homelessness with high employment and school enrollment rates. According to FY2022/23, MHSA Annual Report data, Caminar, Inc.'s HOME program served 62 unhoused individuals. Of those individuals, only 3% experienced incarceration, 8% experienced an episode of homelessness, 30% were able to step down to lower-level services, and 88% were enrolled in school or employed. According to the MHSA Three-Year Plan, Caminar Inc.'s HOME program is estimated to serve 76 individuals in FY2023/24.

Additionally, in March 2024, California voters passed Proposition 1, a ballot measure to overhaul MHSA and how the state cares for people with serious mental illness. Counties will now be required to invest 30% of the revenue received from the imposed one percent income tax on personal income over \$1 million into housing programs, with half of the funding targeted toward individuals who are chronically unhoused. While Proposition 1 is not effective until July 1, 2026, H&SS, Behavioral Health Division, will begin the community planning process in FY2025/26, which is required to develop Solano County Mental Health Services Act (MHSA) Three-Year Plans.

ALTERNATIVES:

The Board may not approve the contract amendment with Caminar, Inc. This is not recommended as it would prevent the County from providing the services outlined in the MHSA Three-Year Plan to provide intensive mental health services. Additionally, the FSP services delivered through the HOME program are necessary to stabilize and treat individuals experiencing severe mental illness and who have recently been at risk or are at risk of the following: hospitalization, homelessness, involvement in the criminal justice system, incarceration, or are part of an unserved/underserved population.

OTHER AGENCY INVOLVEMENT:

The Solano County MHSA Three-Year Plan for FY2023/24 through FY2025/26, and subsequent updates, have been developed in collaboration with community stakeholders, including consumers, family members, County and community-based providers, law enforcement, local educational agencies, veterans, and faith-based organizations. Community stakeholders, the MHSA Steering Committee, and the local Mental Health Advisory Board endorsed continuing to fund the FSP programs.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

**SECOND AMENDMENT TO STANDARD CONTRACT
BETWEEN COUNTY OF SOLANO and CAMINAR, INC.**

This Second Amendment ("Second Amendment") is entered into as of the 19th day of March 2024, between the COUNTY OF SOLANO, a political subdivision of the State of California ("County") and CAMINAR, INC. ("Contractor").

1. Recitals

- A. The parties entered into a contract dated July 1, 2022 (the "Contract"), in which Contractor agreed to provide FSP services for homeless adults with severe mental illness.
- B. The parties amended the contract (First Amendment) on June 26, 2023 to increase the budget and extend the term of the contract.
- C. The parties now need to modify the budget of the contract.
- D. This Second Amendment represents an increase of \$94,138.89 to the Contract.
- E. The parties agree to amend the Contract as set forth below.

2. Agreement.

A. Amount of Contract

Section 3 is deleted in its entirety and replaced with: The maximum amount of this Contract is: \$1,913,698.89.

B. Budget.

The FY2023/24 budget in Exhibit B-1.1 is deleted in its entirety and replaced with the Budget attached to and incorporated by this reference as Exhibit B-1.2. The FY2022/23 budget in Exhibit B-1.1 is maintained, per the First Amendment.

3. Effectiveness of Contract.

Except as set forth in this First Amendment, all other terms and conditions specified in the Contract remain in full force and effect.

COUNTY OF SOLANO, a Political
Subdivision of the State of California

CAMINAR, INC.

By _____
Bill Emlen
County Administrator

By Mark Cloutier  03/20/2024 12:54 PM EDT
Mark Cloutier
CEO

APPROVED AS TO FORM

By Kelly Welsh  03/20/2024 01:45 PM EDT
Deputy County Counsel

APPROVED AS TO CONTENT

By Gerald Huber  03/20/2024 01:13 PM EDT
Gerald Huber, Director
Health and Social Services

EXHIBIT B-1-2
Caminar HOME Program
FY 2023-2024
July 1, 2023 – June 30, 2024

Personnel (Management & Admin Support)	FTE	FY 23/24 Budget
Executive Director SMI	0.05	\$11,500.00
Director of Services	0.20	\$33,205.00
Program Director	0.40	\$51,197.00
Assistant Program Director	0.40	\$38,900.00
Operational Manager	0.20	\$16,554.00
Data Analyst	0.02	\$1,604.10
Administrative Assistant	0.70	\$34,633.00
Personnel (Direct Client Service)		
Clinic Manager (RN Nurse Manager)	0.36	\$59,032.00
Licensed Vocational Nurse (LVN)	0.58	\$13,643.00
Clinician (reg)	2.30	\$143,985.00
Case Manager	2.00	\$83,675.00
Assistant Case Manager	1.00	\$39,708.00
Warm Line		\$11,800.00
Psychiatrist	0.20	\$34,835.22
Total Salaries		\$574,271.32
Benefits		\$141,235.71
Total Personnel	8.41	\$715,507.03
Other Operating Expenses		
Occupancy		\$84,047.03
Utilities		\$5,842.00
Insurance		\$5,000.00
Office Expense		\$10,500.00
Equipment Expense		\$4,500.00
Communication		\$12,000.00
IT Supports		\$21,899.74
Travel		\$4,500.00
Vehicle Expense		\$13,128.00
Training		\$1,000.00
Hiring Expense		\$4,500.00
Client Supports		\$6,000.00
Total Operating Expenses		\$172,916.77
Subtotal (Personnel & Operating Expenses)		\$888,423.80
Indirect Cost @ 13%		\$115,495.09
Grand Total Contract Amount		\$1,003,918.89

Attachment B

File # 24-275

The following documents can be accessed via the links in the list below, in addition to being on file with the Clerk of the Board.

1. [B - Link to Caminar Amendment 1](#),
2. [B - Link to Caminar Original Contract](#)



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	14	Status:	Consent Calendar
Type:	Contract	Department:	Health and Social Services
File #:	24-282	Contact:	Gerald Huber, 784-8400
Agenda date:	04/23/2024	Final Action:	
Title:	Approve an updated Federally Qualified Health Center Co-Applicant Agreement with the Solano County Community Healthcare Board in accordance with the Health Resources and Services Administration guidelines		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - 2024 FQHC Co-Applicant Agreement, B - Link to 2023 & 2015 FQHC Co-Applicant Agreements		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes _____ No X

Public Hearing Required? Yes _____ No X

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services recommends that the Board of Supervisors approve an updated Federally Qualified Health Center Co-Applicant Agreement with the Solano County Community Healthcare Board in accordance with the Health Resources and Services Administration guidelines.

SUMMARY:

In 2004, Health and Social Services (H&SS) received a federal grant from the Health Resources and Services Administration (HRSA) under the Health Care for the Homeless (HCH) program and became a Federally Qualified Health Center (FQHC) under a Public Services Act 330(h) designation. This designation permitted the County's Family Health Services (FHS) clinics to provide services to homeless individuals and also concurrently limited Solano County's authority to provide clinical services to non-homeless individuals. In 2013, the Board of Supervisors approved an expansion of the FQHC designation and authorized H&SS to pursue federal qualification of its clinics as a Community Health Center with 330(e) grant designation under 42 U.S.C. §1395x(aa) (3), including the establishment of a co-applicant Community Healthcare Board (CHB) to provide oversight of the FQHC clinics in accordance with the HRSA requirements.

The CHB was formed in 2015, and H&SS is now requesting that the Board of Supervisors approve the 2024 FQHC Co-Applicant Agreement (Attachment A), which has been updated from its last revision in 2023 in accordance with recent HRSA audit instructions, to better define the role of each party in the governance of the FQHC Community Health Care Centers in Solano County. With the execution of the updated HRSA-compliant agreement, the County will maintain its status as a FQHC, allowing the drawdown of federal funding for the provision of primary health care services to the medically underserved communities in the County-operated family health clinics.

FINANCIAL IMPACT:

The costs associated with preparing this agenda item and drafting the agreement are nominal and absorbed by the Department's FY2023/24 Working Budget. There is no additional impact to the County General Fund.

DISCUSSION:

Federally Qualified Health Centers, or FQHCs, are considered "safety net" providers tasked with enhancing the provision of primary care services in underserved urban and rural communities. They offer access to comprehensive care regardless of a patient's ability to pay. A significant benefit associated with being an FQHC is to allow the County's Family Health Services (FHS) to establish and be compensated at higher reimbursement rates from Medi-Cal and Medicare, as a condition of "safety net" status.

In 2015, HRSA approved the Community Health Center (330e) designation, and the Board of Supervisors approved an agreement with the CHB to define the respective roles and responsibilities in the operation and oversight of the FQHC. That agreement indicated that the County was responsible for financial oversight of the clinics and for fiscal and personnel policies and procedures governing FHS. The CHB was responsible for operational and strategic oversight, including selection and evaluation of the Project Director, mix of services provided, clinic hours for client services, ratification of policies and procedures, etc. There was a shared responsibility for the approval of the budget. The agreement and associated CHB bylaws indicated the requirements for CHB membership, executive officers, committees, meeting frequency, and training requirements. The CHB consists of between 11 to 15 members, the majority of whom are consumer members.

In 2023, as a result of an HRSA Operational Site Visit (OSV), County of Solano dba/County of Solano Family Health Services, located in Fairfield, CA, was found to be out of compliance with the Co-Applicant Agreement, resulting in a "Not Met for Board Authority-90-a: Maintenance of Board Authority Over Health Center Project." Within 90 days, FHS was to provide final, executed documentation that ensures its Governing Board maintains authority for oversight of the health center project. Specifically, the County was asked to provide final executed documentation of organizational or other changes that address finding(s) that 1) Another individual, entity, or committee reserves approval authority or has veto power over the health center Board concerning required authorities and functions; 2) Collaborations or agreements with another entity infringe or restrict the health center's required authorities and functions; or, if applicable, 3) The Co-Applicant Agreement did not delegate required responsibilities of both the Co-Applicant Board and the Public Agency in carrying out the health center project. Based on a review of the HRSA audit findings, the Co-Applicant Agreement has been revised in 2024 to address the OSV deficiencies and findings, specific to detailing the CHB (BOARD) roles versus COUNTY roles, specific to sliding fee, Quality Assessment /Quality Improvement, Chief Executive Officer role, and Key Management, and day-to-day operations. The agreement must be finalized and signed by the Community Health Board and the Board of Supervisors to remain compliant.

The Board of Supervisors is now being asked to approve the 2024 HRSA-compliant Co-Applicant Agreement with the Community Healthcare Board that has been updated to address the findings and changes in the HRSA guidelines.

Non-submission of a revised HRSA-compliant Co-Applicant Agreement may result in losing federal grant funding, FQHC status, and related federal revenues.

ALTERNATIVES:

The Board of Supervisors may choose not to approve the agreement. However, this is not recommended because HRSA requires approval, and failing to execute will jeopardize FHS's FQHC designation and funding.

OTHER AGENCY INVOLVEMENT:

County Counsel assisted with the drafting of the FQHC Co-Applicant Agreement and reviewed for legal sufficiency on behalf of both Solano County and the Solano County Community Healthcare Board. The Solano County Community Healthcare Board approved the agreement at their Governing Board Meeting held on April 17, 2024.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

CO-APPLICANT AGREEMENT

Between the County of Solano And The Solano County Community Healthcare Co-Applicant Board

This Co-Applicant Agreement ("Agreement") shall delineate the relationship between County of Solano ("COUNTY" or "Grantee") and the Solano County Community Healthcare Board ("BOARD"). COUNTY and BOARD shall be collectively referred to as "Co-Applicants" or as the "Parties," as applied to Health Resources and Services Administration ("HRSA") Regulations and Authorities pertaining to the operation of the Health Center in the County of Solano, California designated as part of the Federally Qualified Health Center ("FQHC") program, and

WHEREAS, the COUNTY, through its Health and Social Services Department, ("HSS") provides primary health care services to medically underserved communities and vulnerable populations in the COUNTY; and

WHEREAS, HRSA has established the FQHC program under which the COUNTY may draw federal funding to provide primary health care services to medically underserved communities and vulnerable populations; and

WHEREAS, the COUNTY believes it can better serve these populations through participation in the FQHC program; and

WHEREAS, the COUNTY's participation in the FQHC program requires the COUNTY to comply with the applicable law and the formal policies of HRSA,¹ including the establishment of an independent board that assumes specified authority and oversight responsibility over the Health Center designated as an FQHC; and

WHEREAS, the Parties recognize that consistent with applicable federal laws, regulations, and policies regarding the establishment of a Health Center designated as an FQHC, the co-applicant arrangement is for the BOARD as the patient/community-based governing board to review, adopt or approve the Health Center policies. The co-applicant arrangement shall not allow the COUNTY to override the final approvals and required decision-making authorities of the BOARD, but the COUNTY may be constrained by law in the delegation of certain government functions, and thus the COUNTY is permitted to retain authority over certain fiscal and personnel decisions and policies for the Health Center with an approved co-applicant board arrangement, as set forth herein; and

WHEREAS, the Parties have agreed to enter into a co-applicant arrangement;
and

¹ Specifically, Section 330 of the Public Health Services Act (42 U.S.C. §254(b)) and 42 C.F.R. 51c and 42 C.F.R. 56.2d -56.604.

WHEREAS, the Parties wish to set forth in this Agreement, the authorities to be exercised by each Party and the shared responsibilities of the Parties with respect to the Health Center designated as a FQHC; and

NOW, THEREFORE, the COUNTY and the BOARD agree as follows:

1. Role of the BOARD.

- 1.1 Membership. The BOARD's Membership must meet the size, member selection, and composition requirements documented in the Health Center's application for FQHC designation. The details of such are also described in the duly approved Bylaws of the BOARD then in effect, "BOARD Bylaws", which are incorporated by this reference, along with the processes related to elections to officer positions, committee appointments, terms of office, selection, removal, vacancies, and recruitment.
- 1.2 Governance Authorities and Responsibilities. The Parties agree that the BOARD shall carry out its governance responsibilities in accordance with the provisions set out by the applicable law and the formal policies of HRSA, the Health Center Program Requirements and Compliance Manual, the BOARD Bylaws, and the terms of this Agreement, subject to certain limitations.

The BOARD's governance responsibilities include:

- A. Monthly Meetings. The BOARD shall hold monthly meetings where a quorum is present to ensure the BOARD can exercise its required functions;
- B. Project Director (or appropriate Human Resources classification). The BOARD shall approve the selection, evaluate the performance, and/or

approve termination/dismissal of the Project Director from the position of Project Director. Removal of the Project Director from the position of Project Director by the BOARD pursuant to this Agreement shall not in itself constitute a termination of COUNTY employment or impede the Project Director's employment relationship with the COUNTY. COUNTY has the ultimate right to dismiss the Project Director as a COUNTY employee consistent with COUNTY personnel policies, with or without action to dismiss the Project Director by the BOARD, in which case there shall be no recourse for the BOARD concerning that action.². The Project Director reports directly to the BOARD and is responsible for overseeing other key management staff in carrying out the day-to-day activities necessary to fulfill the purpose of the Health Center Program project consistent with this Co-Applicant Agreement and the COUNTY's personnel policies and position classifications.

- C. Key Management Team. The Project Director is responsible for the day-to-day direction and management of the Health Center. Together, the BOARD, Project Director, and other members of the key management team, comprise the leadership of the Health Center and shall work together to ensure a strong organization;
- D. Approval of the Annual Budgets and Audits. The BOARD shall approve the Health Center's annual operating and capital budget prior to submission, as well as approve any changes to the budget made by the COUNTY; and review and accept the annual audit, as well as review and approve any corrective actions as necessary;
- E. Approval of Applications. The BOARD shall approve applications and associated budgets for annual FQHC recertification, annual Section 330 grants (as applicable), and other grant funds regarding the scope of the Health Center;
- F. Approval of Health Center Operations. Subject to COUNTY fiscal and Human Resources policies, the BOARD shall approve the Health Center's hours of operation and health services provided, including decisions to contract for a substantial portion of the Health Center's services;
- G. Financial Management. The BOARD shall monitor the financial status of the Health Center, including ensuring appropriate follow up with HSS regarding the adoption and periodic updates of policies for the financial management of the Health Center (including a system to assure accountability for the Health Center's resources, provision of an annual audit, long-range financial planning, billing and collection policies and accounting procedures).

The BOARD shall receive, review and approve financial reports, including Billing and Accounts Receivable reports;

² See, National Association of Community Health Centers, Public Centers Monograph (Sept. 2019), at p. 27 (Personnel Policies); HRSA Manual Chapter 19 p 1/5; HRSA Manual Ch 11.

- H. Fees and Partial Payment Schedules. The BOARD shall approve the fee schedule for Health Center services, and it shall approve the sliding fee discount program policies and procedures, including the nominal fee and credit and collection policies, subject to the COUNTY's fiscal policies and procedures;
 - I. Strategic Planning and Thinking. The BOARD shall approve the mission, vision and values of the Health Center and use these to guide its decision-making and planning. The BOARD shall ensure the community needs assessment informs strategic planning and shall engage in ongoing strategic planning at least once every three years. The BOARD shall approve plans and priorities for the Health Center;
 - J. Quality Assurance and Management. The BOARD shall evaluate the performance of the Health Center based on reports from the quality management staff, and ensure appropriate follow up is taken by COUNTY's quality management staff, including audits and state quality management reporting requirements. The Project Director and appropriate staff shall regularly report to the BOARD on matters concerning quality management including any follow-up actions being taken to improve performance. The BOARD shall review, adopt and/or approve policies related to the Health Center's annual Quality Assurance and Management plan;
 - K. Client Satisfaction. The BOARD shall provide recommendations on content and implementation of the client survey, and review survey results and follow-up actions, and provide recommendations for improvements, as appropriate; and
 - L. Risk Management. The BOARD shall review and approve the Health Center's risk management program and patient grievance policies.
- 1.3 Policies. Subject to the limitations set forth in the BOARD Bylaws and/or this Agreement, the BOARD shall have authority to ratify and adopt general policies and procedures for the Health Center, including, but not limited to:
- A. Quality Management. Adopting policies for the quality-of-care program including audit procedures;
 - B. Fee Schedules. Ratifying and adopting policies for eligibility of services including criteria for fee schedules for services and the sliding fee discount program; and

- C. Personnel Policies. Ratifying and adopting the personnel policies and regulations developed and approved by the COUNTY (and as modified, revised or amended by the COUNTY) including, but not limited to, employee selection, performance review, evaluation, discipline and dismissal procedures, employee compensation, wage, salary and benefits, position descriptions, job titles and classifications, reporting structures, employee grievance procedures and processes, and equal employment opportunity practices.

1.4 Limitations on BOARD Authority. The BOARD may not adopt policy or practice, or take any action, within its scope under this Agreement which is inconsistent with or which alters the scope of any decision or policy set by the COUNTY regarding fiscal or personnel matters or which asserts control, directly or indirectly, over any non-HRSA funded project and/or program.

2. Role of the COUNTY.

2.1 Governance Authorities and Responsibilities. In accordance with federal and state requirements, the Parties recognize that COUNTY, as a public agency, is constrained by law in the delegation of certain functions to other entities. In view of the foregoing, the Parties agree that COUNTY shall retain and exercise freely the following authorities and responsibilities with respect to Health Center:

- A. Fiscal. COUNTY shall maintain its authority to set policy on fiscal matters pertaining to Health Center, including, but not limited to, capital and operating borrowing, maintaining internal control policies and procedures, and providing for an annual external independent audit in compliance with the requirements of the Single Audit, to ensure sound financial management procedures and purchasing policies and standards, and appropriating and authorizing funding and staffing for programs;
- B. Personnel. Subject to the BOARD's authority as set forth in Section 1.2.B. of this Agreement regarding the selection, evaluation, approval and removal of Health Center Project Director, the Parties agree that COUNTY shall have sole authority over employment matters and development and approval of personnel policies and procedures, including, but not limited to:

- i. Employing or contracting personnel to carry out clinical, managerial, and administrative services related to the HRSA Scope of Project and Health Center, including agreements for the provision of staff who are employees of other agencies and organizations;
- ii. County personnel policies also include establishment of general work schedules and shifts, provided however that assignment of individuals schedules and shifts shall be within day-to-day direction and management of the Project Director; and
- iii. Subject to Section 1.2.B, the day-to-day management of personnel including:
 - a. Employee selection;
 - b. Employee performance review;
 - c. Employee evaluation;
 - d. Employee discipline and dismissal procedures;
 - e. Employee compensation, wage, salary, and benefits;
 - f. Employee position descriptions, job titles, and classifications;
 - g. Employee reporting structures;
 - h. Establishment of general work schedules and shifts, provided however that assignment of individuals to schedules and shifts shall be within day-to-day direction and management of the Project Director;
 - i. Employee grievance procedures and processes;
 - j. Equal opportunity practices;
 - k. Collective bargaining agreements; and
 - l. Labor disputes and other labor and human resources matters.

2.2 Other Responsibilities. Subject to the governance responsibilities exercised by the BOARD, and through the BOARD's policies and

direction, COUNTY shall be responsible for the following:

- A. Applying for and maintaining all licenses, permits, certifications, accreditations, and approvals necessary for the operation of the Health Center;
- B. Receiving, managing and disbursing, as applicable, revenues of the Health Center consistent with the approved budget for the Health Center;
- C. Credentialing and privileging of providers;
- D. Preparing and submitting cost reports, supporting data, and other materials required in connection with reimbursement under Medicare, Medicaid, and other third-party payment contracts and programs;
- E. Preparing monthly financial reports, which shall be submitted to the BOARD, and managing financial matters related to the operation of the Health Center;
- F. Developing and managing internal control systems, in consultation with the BOARD or, in the case of 2.2.F.(v), below, at the direction of the BOARD as appropriate, and as set forth in this Agreement (as applicable), in accordance with Section 330 that provide for:
 - i. Client eligibility determinations, in accordance with the BOARD's approvals and direction in 1.2.H and 1.3.B above;
 - ii. Development, preparation, maintenance and safekeeping of records and books of account relating to the business and financial affairs of the Health Center;
 - iii. Separate maintenance of the Health Center's business and financial records from other records related to the finances of HSS to ensure that funds of the Health Center may be properly allocated;
 - iv. Accounting procedures and financial controls in accordance with generally accepted accounting principles as applied to government agencies;
 - v. Administering, at the BOARD's direction, and subject to the BOARD's approval of the Policies and Fee/Discount Schedules as indicated in 1.2.H and 1.3.B above, a schedule of charges and partial payment schedules (i.e., a sliding fee schedule of discounts) for services provided to certain uninsured and underinsured patients that is consistent with

state and federal law and HRSA policy;

- vi. Billing and collection of payments for services rendered to individuals who are: (1) eligible for federal, state or local public assistance; (2) eligible for payment by private third-party payors and (3) underinsured or uninsured and whose earnings fit the low income criteria established and approved by the BOARD in 1.2.H and 1.3.B above; and
- vii. Compliance with the terms and conditions of the FQHC Look- Alike and/or Grantee designation, as applicable.

G. At the BOARD's direction, assisting with the implementation of ongoing quality improvement programs.

3. Mutual Obligations.

3.1 Budget Development and Approval.

- A. COUNTY shall develop the annual operating and capital budget for the Health Center in consultation with the BOARD. Subject to the requirements for adoption and approval of a public agency budget, the BOARD shall have authority to approve the annual operating and capital budgets of Health Center. In the event the BOARD is unable or unwilling to approve the recommended budget, the

Parties shall engage in a dispute resolution process as defined in the Dispute Resolution and Mediation section of this Agreement;

- B. The Parties shall not materially deviate from the adopted budgets that are approved through the process outlined above except that COUNTY through HSS may modify planned fiscal activities if there is a reduction in available resources (e.g. decreased levels of reimbursement, diminished revenues, or adverse labor events). The COUNTY or HSS shall immediately notify the BOARD of any budgetary change that would materially modify the scope of the FQHC project and seek the necessary approvals of such changes before they are enacted, whenever possible; and
- C. All funds received for services provided and all income otherwise generated by the Health Center, including fees, premiums, third-party reimbursements and other state and local operational funding, and Section 330 grant funds ("Program Income"), as well as all Program Income greater than the amount budgeted ("Excess Program Income"), shall be maintained by the COUNTY. All Program Income and Excess Program Income shall be used to further the goals of the Health Center consistent with the terms of this Agreement.

3.2 Compliance with Laws and Regulations. The Parties shall have a mutual commitment and responsibility to work together to ensure that the Health Center provides care in compliance with all applicable federal, state, and local laws, policies, and regulations.

3.3 Financial Responsibility. Each Party agrees not to undertake expenditures in excess of the authorized budget and the available resources and to recognize the COUNTY's responsibility with respect to the fiscal controls and related financial matters described in this Agreement.

3.4 Expenses of Parties. The expenses of the COUNTY and the BOARD incurred in carrying out its respective obligations for governance and operation of the Health Center pursuant to this Agreement shall be considered expenses incurred in furtherance of the Health Center and thus shall be reimbursed in accordance with applicable FQHC program requirements and the fiscal policies of the COUNTY.

3.5 Record-Keeping and Reporting. Each Party shall maintain records, reports, supporting documents and all other relevant books, papers, and other documents to enable the Parties to meet all FQHC-related reporting requirements. Records shall be maintained for a period of four (4) years from the date this Agreement expires or is terminated, unless

state and/or federal law requires that records be maintained for a period greater than the four (4) year period specified herein ("the retention period"). If an audit, litigation, or other action involving the records is started before the end of the retention period, the Parties agree to maintain the records until the end of the retention period or until the audit, litigation, or other action is completed, whichever is later. The Parties shall make available to each other, DHHS and the Comptroller General of the United States, the California Department of Health Care Services, the Office of the Comptroller of the State of California or any of their duly authorized representatives, upon appropriate notice, such records, reports, books, documents, and papers as may be necessary for audit, examination, excerpt, transcription, and copy purposes, for as long as such records, reports, books, documents, and papers are retained. This right also includes timely and reasonable access to each Party's personnel for purposes of interview and discussion related to such documents.

3.6 Confidentiality. Subject to the COUNTY's obligations, if any, to make public its records in accordance with applicable law, the Parties agree that all information, records, data, and data elements collected and maintained for the administration of this Agreement (in any form, including, but not limited to, written, oral, or contained on video tapes, audio tapes, computer diskettes or other storage devices) shall be treated as confidential and proprietary information. Accordingly, each Party shall take all reasonable precautions to protect such information from unauthorized disclosure; however, nothing contained herein shall be construed to prohibit any authorized federal or other appropriate official from obtaining, reviewing, and auditing any information, record, data, and data element to which they are lawfully entitled. The Parties (and their directors, officers, employees, agents, and contractors) shall maintain the privacy and confidentiality of all protected health information ("PHI") of the patients receiving care provided by the Health Center, in accordance with all applicable state and federal laws and regulations, including the Health Insurance Portability and Accountability Act ("HIPAA").

3.7 Medical Records. The Parties agree that COUNTY, as the operator of the Health Center, shall retain ownership of all medical records established and maintained relating to diagnosis and treatment of patients served by the Health Center.

3.8 Insurance.

A. The COUNTY shall maintain Professional Liability Insurance, Workers' Compensation Insurance, and General Liability and Property Damage Insurance to cover Health Center activities;

- B. Insurance for the BOARD Chair and BOARD Members shall be required; and
 - C. Survival of Section 3.8. This Section 3.8 shall survive the termination of this Agreement without regard to the cause for termination.
- 3.9 Ownership of Property Acquired with Grant Funds. The provisions of 45 C.F.R. § 74.40, et seq., apply to tangible property acquired under this Agreement. The Parties agree that the COUNTY shall be the title holder to all property purchased with grant funds.
- 3.10 Copyrightable Material. If any copyrightable material is developed under this Agreement, COUNTY and the U.S. Department of Health & Human Services ("HHS") shall have a royalty-free, non-exclusive and irrevocable right to reproduce, publish, authorize others or otherwise use such material.
4. Governing Law.
- 4.1 Applicable Laws, Regulations and Policies. This Agreement shall be governed and construed in accordance with applicable federal laws, regulations, and policies. In addition, each Party covenants to comply with all applicable laws, ordinances and codes of the State of California and all local governments.
 - 4.2 New HRSA Directives. The Project Director shall submit promptly to each Party any directives or policies that are received from HRSA after execution of this Agreement and are pertinent to applicable FQHC program, and the Parties shall comply with such additional directives/policies, as they become applicable.
 - 4.3 Non-Discrimination. By signing this Agreement, the BOARD agrees to comply with the COUNTY's Equal Employment Opportunity Non-Discrimination Policy, all related personnel policies, and all related federal and state requirements.
5. Term. This Agreement shall remain in effect during the duration of any Section 330 grant award that the COUNTY receives unless terminated at an earlier date in accordance with the terms of Section 6 of this Agreement.
6. Termination.
- 6.1 Immediate Termination. This Agreement shall terminate immediately upon the non-renewal or termination of the Section 330 grant.
 - 6.2 For Cause Termination. Either party may terminate this Agreement "for cause" if the other Party fails to meet its material obligations under this

Agreement. Such "for cause" termination shall require 90 days prior written notice of intent to terminate during which period the Party that has allegedly failed to meet its material obligations may cure such failure or demonstrate that no such failure has occurred. Any dispute between the Parties regarding whether a breach of a material obligation has occurred, or that such a breach has been satisfactorily cured, will be resolved in accordance with this Agreement.

6.3 Termination by Mutual Agreement. This Agreement may be terminated upon the mutual approval of the Parties in writing.

6.4 Termination Contingent Upon HRSA Approval. With the exception of a termination for cause arising from the voluntary or involuntary loss of the Health Center's FQHC designation (or its Section 330 grant), either party may terminate this agreement on 120 days written notice; however, such termination shall not become effective unless and until HRSA issues its written approval of such termination.

7. Dispute Resolution and Mediation. The Parties shall first attempt to resolve any dispute or impasse in decision-making arising under or relating to this Agreement by informal discussions between the Project Director and the Chair of the Co-Applicant BOARD. Any dispute or impasse not resolved within a reasonable time following such discussions (not to exceed thirty (30) days) shall be taken to the HSS Director. If the Parties are unable to resolve the dispute, either Party may pursue any remedy available at law.

8. Notices. All notices permitted or required by this Agreement shall be deemed given when made in writing and delivered personally or deposited in the United States Mail, first class postage prepaid, Certified and Return Receipt Requested, addressed to the other Party at the addresses set forth below , or such other addresses as the Party may designate in writing:

For Co-Applicant:
Chairperson
County of Solano Community Health Center
Co-Applicant Board
2201 Courage Dr.
Fairfield, CA 94533

For Health Center Operations:
Health Center Project Director
2201 Courage Dr.
Fairfield, CA 94533

For the County of Solano:
Director Health and Social Services

275 Beck Avenue
Solano, CA 94533

9. Assignment. This Agreement shall be binding upon and shall inure to the benefit of the Parties hereto and their respective transferees, successors and assigns; provided that neither Party shall have the right to assign, delegate or transfer this Agreement, or its rights and obligations hereunder, without the express prior written consent of the other Party and HRSA.
10. Severability. The terms of this Agreement are severable, and the illegality or invalidity of any term or provision shall not affect the validity of any other term or provision, all of which shall remain in full force and effect.
11. Amendments. The Parties may agree to amend this Agreement which shall be in writing and signed by the Parties.
12. Waiver. No provision of this Agreement shall be waived by any act, omission or knowledge of a Party or its agents or employees except by an instrument in writing expressly waiving such provision and signed by a duly authorized officer or representative of the waiving Party.
13. Agency. Except as may be required by the State as a condition of licensure, neither Party is, nor shall be deemed to be, an employee, agent, co-venture or legal representative of the other Party for any purpose. Neither Party shall be entitled to enter into any contracts in the name of, or on behalf of the other Party, nor shall either Party be entitled to pledge the credit of the other Party in any way or hold itself out as having the authority to do so.
14. Third-Party Beneficiaries. None of the provisions of this Agreement shall be for the benefit of or enforceable by any third party, including, without limitation, any creditor of either Party. No third-party shall obtain any right under any provision of this Agreement or shall by reason of any provisions make any claim relating to any debt, liability, obligation or otherwise against any Party to this Agreement.
15. Force Majeure. In the event either Party is unable to timely perform its obligations under this agreement due to causes that are beyond its control, including, without limitation, strikes, riots, earthquakes, epidemics, pandemic, war, fire, or any other general catastrophe or act of God, neither Party shall be liable to the other for any loss or damage resulting therefrom.
16. Co-Applicant BOARD Bylaws. Duly approved BOARD Bylaws have been enacted by the BOARD and are part of this Agreement articulating an

enduring structure and scope of authority guiding the activities of the BOARD. Those BOARD Bylaws are intended for the regulation of the BOARD and shall be regarded as rules and regulations of the BOARD.

17. Incorporation by Reference of Portions of the County Code. Solano County Code Chapter 2 is hereby incorporated by this reference as though stated in full herein.
18. Entire Agreement. This Agreement constitutes the entire agreement between the Parties and no statements, promises or inducements made by a Party or by agents of either Party which are not contained in this Agreement shall be valid or binding.

Execution:

The parties have executed this agreement below by their duly authorized representatives.

County of Solano
Board of Supervisors

County of Solano Community
Health Centers
Co-Applicant Board

By _____
Chair Supervisor Mashburn

By Mike Brown, vice chair, Mike Brown
Chair Brandon Wirth

Date _____

Date 9/17/24

Attachment B

File # 24-282

The following documents can be accessed via the links in the list below, in addition to being on file with the Clerk of the Board.

1. [B - 2023 FQHC Co-Applicant Agreement](#),
2. [B - 2015 FQHC Co-Applicant Agreement](#)



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	15	Status:	Consent Calendar
Type:	Contract plus Resolution	Department:	District Attorney
File #:	24-215	Contact:	Jason Aguirre, 784-3267
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt a resolution affirming the Solano County District Attorney's prior submission of a recurring grant proposal to the California Department of Insurance for the investigation and prosecution of workers' compensation insurance fraud; Authorize the District Attorney, or her designee, to accept the award in the amount of \$307,726 for the period ending June 30, 2024; and Approve an Appropriation Transfer Request recognizing \$138,506 in grant revenue above the amount budgeted for FY2023/24 offset by appropriations for Services and Supplies (4/5 vote required)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Grant Application, B - Grant Budget, C - Grant Award Agreement, D - Carryover Approval Letter, E - Additional Funding Letter, F - Grant Resolution		

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes ___ No <u>X</u>			
Public Hearing Required?	Yes ___ No <u>X</u>			

DEPARTMENTAL RECOMMENDATION:

The District Attorney recommends that the Board of Supervisors:

1. Adopt a resolution affirming the Solano County District Attorney's prior submission of a recurring grant proposal to the California Department of Insurance for the investigation and prosecution of workers' compensation insurance fraud; and
2. Authorize the District Attorney, or her designee, to accept the award in the amount of \$307,726 for the period ending June 30, 2024; and
3. Approve an Appropriation Transfer Request (ATR) recognizing \$138,506 in grant revenue above the amount budgeted for FY2023/24 offset by appropriations for Services and Supplies (4/5 vote required).

SUMMARY/DISCUSSION:

The District Attorney's Office has operated the Workers' Compensation Insurance Fraud Program for the past 26 years. The dedicated unit is assigned exclusively to the prosecution of workers' compensation insurance fraud and consists of a Deputy District Attorney and an Investigator. Each year the District Attorney submits and receives grant funding from the California Department of Insurance to partially offset program costs.

On April 17, 2023, the District Attorney submitted the grant application for FY2023/24. On November 14, 2023, the District Attorney was notified by the Insurance Commissioner that the award to Solano County was \$292,866. On February 6, 2024, the Insurance Commissioner approved the carryover of \$12,893 in FY2022/23 funds. On March 4, 2024, the Insurance Commissioner awarded \$1,967 in additional funding, for a total award of \$307,726 for the period ending June 30, 2024.

A complete copy of the grant application is attached (Attachment A). A copy of the grant application budget is attached (Attachment B). This is a recurring grant, and revenue and appropriations were included in the District Attorney's FY2023/24 Adopted Budget as instructed in the County Financial Administration of Grants handbook. Approval of this recurring grant will allow the District Attorney's Office to continue to investigate and prosecute crimes involving workers' compensation insurance fraud.

FINANCIAL IMPACT:

The financing for this program is derived from monies collected by insurance companies as a surcharge on workers' compensation insurance premiums. These funds are distributed pursuant to Insurance Code §1872.83 by the State of California Department of Insurance.

The District Attorney's FY2023/24 Adopted Budget included \$169,220 in projected revenue and offsetting appropriations for this program and was in-line with prior year awards. On November 14, 2023, the District Attorney was notified by the Insurance Commissioner that the award to Solano County was \$292,866 (Attachment C). On February 6, 2024, the Insurance Commissioner approved the carryover of \$12,893 in FY2022/23 funds (Attachment D). On March 18, 2024, the Insurance Commissioner approved an additional \$1,967 in funding, for a total award of \$307,726 for the period ending June 30, 2024 (Attachment E). This is \$138,506 more than the amount included in the FY2023/24 Adopted Budget. As a result, the District Attorney is recommending approval of an Appropriation Transfer Request (ATR) recognizing \$138,506 in unanticipated grant revenue offset by program expenditures. There is no anticipated impact to the General Fund.

The costs associated with preparing the agenda item are nominal and absorbed by the District Attorney's FY2023/24 Working Budget.

ALTERNATIVES:

The Board can choose not to adopt the resolution; however, this action is not recommended. Failure to adopt the resolution would result in the loss of approximately \$307,726 in grant funds and a significant impact in the District Attorney's ability to investigate and prosecute workers' compensation insurance fraud.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Application Report



Applicant Organization:

Solano

Project Name: 22-23 WC Solano County

Application ID: App-22-85

Funding Announcement: FY 22-23 Workers' Compensation Insurance Fraud Program

Requested Amount: \$270,677.00

Project Summary: Solano County Workers' Compensation Fraud Grant Application to California Department of Insurance

Authorized Certifying Official: Matt Olsen MKOlsen@solanocounty.com -

Project Director/Manager: Matt Olsen MKOlsen@solanocounty.com -

Case Statistics / Data Reporter: Irene Chew IMChew@solanocounty.com -

Compliance/Fiscal Officer: Jason Aguirre jlaguirre@solanocounty.com 707-784-3267

Section Name: Overview Questions

Sub Section Name: General Information

1. Applicant Question: Multi-County Grant

Is this a multi-county grant application request? If Yes, select the additional counties.

Applicant Response:

No

2. Applicant Question: Estimated Carryover

Enter the estimated carryover funds from the previous fiscal year. If none, enter "0".

Applicant Response:

\$0.00

3. Applicant Question: Contact Updates

Have you updated the Contacts and Users for your Program? Did you verify the Contact Record for your County's District Attorney?

- **Contacts** are those, such as your elected District Attorney, who need to be identified but do not need access to GMS.
 - **Users** are those individuals who will be entering information/uploading into GMS for the application. **Confidential Users** have access to everything in all your grant applications. **Standard Users** do not have
-

access to the Confidential Sections where Investigation Activity is reported. Typical Standard Users are budget personnel.

Applicant Response:

Yes

4. Applicant Question: Program Contacts

Identify the individuals who will serve as the Program Contacts. These individuals shall be entered as a User or Contact in GMS.

On the final submission page, you will link these individuals' contact records to the application.

Project Director/Manager is the individual ultimately responsible for the program. This person must be a Confidential User.

Case Statistics/Data Reporter is the individual responsible for entering the statistics into the DAR (District Attorney Program Report). This person should be a Confidential User.

Compliance/Fiscal Officer is the individual responsible for all fiscal matters relating to the program. This must be someone other than the Project Director/Manager. This person is usually a Standard User.

Applicant Response:

Program Contacts	Name
Project Director / Manager	Matthew Olsen
Case Statistics / Data Reporter	Irene Chew
Compliance / Fiscal Officer	Jason Aguirre

5. Applicant Question: Statistical Reporting Requirements

Do you acknowledge the County is responsible for separately submitting a Program Report using the CDI website, DA Portal?

To access the DAR webpage on the CDI website: right click on the following link to open a new tab, or copy the URL into your browser.

<http://www.insurance.ca.gov/0300-fraud/0100-fraud-division-overview/10-anti-fraud-prog/dareporting.cfm>

Applicant Response:

Yes

6. Applicant Question: Required Documents Upload

Have you reviewed the Application Upload List and properly named and uploaded the documents into your

Document Library?

To view/download the Application Upload List: go the Announcement, click View, and at the top of the page select Attachments. Items must be uploaded into the Document Library before you can attach them to the upcoming questions.

Applicant Response:

Yes

Sub Section Name: BOS Resolution

1. Applicant Question: BOS Resolution

Have you uploaded a Board of Supervisors (BOS) Resolution to the Document Library and attached it to this question?

A BOS Resolution for the new grant period must be uploaded to GMS to receive funding for the 2022-2023 Fiscal Year. If the resolution cannot be submitted with the application, it must be uploaded no later than January 2, 2023. There is a sample with instructions located in the Announcement Attachments, 3b.

Applicant Response:

No

2. Applicant Question: Delegated Authority Designation

Choose from the selection who will be the person submitting this application, signing the Grant Award Agreement (GAA) in GMS, and approving any amendments thereof.

The person selected must be a Confidential User, who will attest their authority and link their contact record on the submission page of this application. A sample Designated Authority Letter is located in the Announcement Attachments, 3a. CDI encourages the contact named as Project Director/Manger be the designated authority, should that be your selection.

Applicant Response:

Designated Person named in Attached Letter

Attachment:

[22-23 WC Solano County Designated Authority Letter.pdf](#) - PDF FILE

Section Name: County Plan

Sub Section Name: Qualifications and Successes

1. Applicant Question: Successes

What areas of your workers' compensation insurance fraud program were successful and why?

Detail your program's successes for ONLY the 20-21 and 21-22 Fiscal Years. It is not necessary to list every case. If a case is being reported in more than one insurance fraud grant program, clearly identify the component(s) that apply to this program. If you are including any task force cases in your caseload, name the task force and your county personnel's

specific involvement/role in the case(s). Information regarding investigations should be given a reference number and details provided only in the Confidential Section, question 1.

Applicant Response:

The Solano County's Workers' Compensation Insurance Fraud program remains committed to producing successful case outcomes and fostering cohesive working relationships through regular communications with our partners at the Golden Gate Workers' Compensation Fraud Consortium, California Department of Insurance - Golden Gate Division, and the Department of Industrial Relations.

The Consortium was initiated in November 2016 via an MOU between the California Department of Insurance - Golden Gate Division and the District Attorney's offices of Alameda, Contra Costa, Marin, Napa, San Francisco, Solano and Sonoma. The purpose behind the Golden Gate Workers' Compensation Fraud Consortium is to develop a multi-agency approach and share resources in combating high impact premium and medical provider insurance fraud cases. Many of the assigned prosecutors have been a part of the Consortium from its inception. The combined levels of experience and coordination from the participating offices renders the Consortium an indispensable tool in the ongoing fight against high impact premium and medical provider insurance fraud. In addition to the agencies listed above, several non-contractual members participate in the Consortium, including the Franchise Tax Board, the Department of Industrial Relations and occasionally other state or federal agencies.

By Joint Agreement, the Solano County Workers' Compensation Fraud Unit meets regularly with the California Department of Insurance - Golden Gate Division to discuss cases, eliminate wasteful downtime, minimize redundant efforts and equitably assign investigation action plans. The Consortium meets quarterly and provides an invaluable source of ongoing training and case round tabling for all parties involved. The Consortium continues to work in identifying premium and/or medical provider insurance fraud targets and target care homes that are in violation of premium insurance fraud throughout our various member counties. As a result of our continued work with the Consortium, Solano County has participated in multiple successful investigations with our partners, which have identified Labor Code §3700.5 violations and premium insurance fraud violations within our jurisdiction.

Additionally, the Consortium has been hosting a yearly joint training course since 2017. On February 16, 2022, the Consortium hosted its sixth annual joint training. This year's topic was Premium and Medical Provider Fraud training. The training was held remotely and again had tremendous attendance. Over 700 professionals from across the country registered to attend which included SIU's, third party administrators, self-insured employers, human resource personnel, private insurance companies, civil defense attorneys and deputy district attorneys.

At the 2022 joint training, Solano County Deputy District Attorney Irene Chew once again served as an expert panelist, along with several other Consortium attorneys. The topic of the discussion was "FD-1's: A Law Enforcement Perspective".

Solano County personnel also regularly attend the Anti-Fraud Alliance (AFA) Investigators Association quarterly meetings, and this fiscal year we returned to two in-person conferences, which included the CDAA Fraud Conference in Carlsbad, CA and the AFA Conference in Monterey, CA. DA Investigator Dave Jackson is an AFA member.

Solano County's Worker's Compensation Insurance Fraud Unit continues to receive case referrals for review, although we continue to see a downturn in the number of viable referrals, which we attribute to the lingering effects of the COVID-19 pandemic. The Contractor's State Licensing Board is still working remotely and has not performed any stings during FY

2021-22.

Many of the unit's cases were subject to automatic continuances during FY 20-21 and FY 21-22 due to orders issued by the Solano County Superior Courts. The latest order expired in February 2022 after a surge in COVID cases related to the Omicron variant. Many cases were automatically continued, and we are still suffering the after effects. This has created a significant backlog in the courts, and the ultimate effects of those continuances on our cases is yet unknown.

One investigation that led to a filing during FY 21-22 involved a **complex claimant fraud case** where a nurse injured his back, filed a workers' compensation claim, was placed off work, and received Total Temporary Disability and Industrial Disability Leave payments. After receiving a routine letter titled Notice Regarding Industrial Disability Leave Benefits notifying him that if he became employed, he needed to notify State Fund, he became employed and started receiving wages, but did not report it. A check with the Employment Development Department provided wage information indicating he was being paid wages during the time he was also receiving Workers' Compensation payment benefits. He has been arraigned and is currently in the court system.

One other case that has been in the investigation stage with voluminous medical records that will be filed within the next several months is a **medium claimant fraud case** involving malingering where much of the fraud is observed in non-verbal actions that were not disclosed to the medical provider recommending continued time off work. The case involves a maintenance worker who reported an injury to his knee and neck after falling down stairs. Treatment included steroid injections, a knee brace, and an assistive device of a crutch or cane. He had been recorded doing numerous activities and movements that did not appear to be consistent with the limitations and pain he reported, but ultimately, he did have knee joint replacement surgery. One of the difficulties encountered with this investigation has been obtaining sufficient medical documents from providers as the worker had received different treatment from numerous medical providers, some who have not all been identified and/or are uncooperative.

During FY 2021-2022, the unit continued its work on a **very complex medical provider fraud** case. The case has officially been transferred to CDI. This case involves potential fraud referrals on a publicly traded national company. Our office continues to receive FD1 referrals about this company. Our SCDA investigator has continued reviewing these referrals, consulted with our DDA and other members of the Golden Gate Workers' Compensation Consortium, and has conducted interviews of a prescribing doctor, a physical therapy clinic officer manager, and various patients. As this investigation has proven to have national implications, it has become apparent to us that a prosecution in our jurisdiction will exceed our capacity. As such, we continue to have dialog with CDI, NICB, and recently the FBI to ensure they have the content of our investigation.

In addition to other cases, the unit initiated two notable investigations. The first one is a **complex medical provider fraud** case. The original referral involves an interpreting service who submitted just under 300 invoices to a carrier for interpreting services. Because there were no corresponding medical bills, it was believed the company was involved in "phantom" billing. The carrier paid some of these bills. As part of his investigation, our SCDA investigator interviewed the treating chiropractor where the interpreting services allegedly occurred. It appears that some level of interpreting services may have been provided by the interpreting company.

Additionally, our investigator interviewed the owner of the interpreting company and two of his employees. It was determined that the owner of the interpreting company also works as a "Client Coordinator" at a local law firm specializing in workers' compensation claims. His interpreting services company is a secondary unrelated entity. It was found that no one associated with the interpreting company (including the owner) had any level of certification necessary to provide med-legal interpreting. Liens have been filed with WCAB against many carriers for interpreting services provided by this company. The owner of this company has acknowledged that his company has performed med-legal interpreting services and that he is required to be certified to perform such services. We are beginning to work with DIR to identify liens

associated with med-legal services provided by this company.

The other notable case involves a **very complex premium fraud** case that our DDA and DA investigator have been working along with a CDI detective. This case involves a local contractor who had a workers' compensation policy in place with a carrier for many years. For at least 12 years, the owner of the company reported zero payroll. A few years ago, an employee suffered a significant injury. Ultimately, the injured employee obtained an attorney and filed a WC claim with the carrier. The carrier performed a payroll audit for one of the years the contractor claimed to have zero payroll. During this audit, the contractor acknowledged paying employees in cash, having 14 employees, and over \$200,000.00 in payroll for the audited year. Our DA investigator conducted interviews of the local government officials who issued building permits, the entities that hired this contracting firm, and the employee who conducted the audit of the contractor's company.

Additionally, our investigator interviewed the original injured worker along with his partner. They said after the injury occurred, the owner of the company, along with a foreman, showed up at the injured worker's house. The owner and the foreman told the employee that the company did not have a workers' compensation policy and, because they paid the employee in cash, it was his responsibility to pay for any medical treatment needed. The foreman threatened to "ruin" the employee's life if he retained an attorney. Ultimately, the owner of the company offered to "loan" the employee \$500.00, which the employee rejected. After receiving initial bank records pursuant to a search warrant, our unit assisted in the drafting of three additional roll-over search warrants, and we are currently awaiting those records

Additionally, in FY 21-22, a local police department's investigation into a towing company for various vehicle code violations and illegal towing practices resulted in a multiple felony count complaint being charged. DAI Jackson assisted the local agency by conducting interviews regarding potential Labor Code §3700.5 violations. DAI Jackson has also issued an LC §3711 demand letter to the business owner and has coordinated with the Dept. of Industrial Relations, who have also opened a parallel investigation regarding wage claims. The case resulted in one misdemeanor and fifteen felony counts being filed, which included Labor Code §3700.5, Vehicle Code §10851, Penal Code §487, Penal Code §118, Penal Code §115, Penal Code §136.1, Unemployment Insurance Code §2118.5, and Unemployment Insurance Code §2117.5.

The second case involves an in-home care agency that was initially accused of financial elder abuse. The investigation into the financial crimes revealed potential LC §3700.5 claims against the business with over 80 health care workers and approximately 21,000 hours of billed services. DAI Jackson has issued an LC §3711 demand letter to the business owner in this case as well, and has coordinated with the Department of Social Services, who have also opened an administrative investigation. This investigation continues and will be submitted for charging in 2022.

2. Applicant Question: Task Forces and Agencies

List the governmental agencies and task forces you have worked with to develop potential workers' compensation insurance fraud cases.

Applicant Response:

- California Department of Insurance
- State Compensation Insurance Fund
- California Department of Corrections and Rehabilitation
- Golden Gate Workers' Compensation Fraud Consortium
- California Contractors State Licensing Board
- California Department of Industrial Relations
- California Franchise Tax Board
- Solano County Human Resources
- Local Law Enforcement Agencies
- California Division of Labor and Standards Enforcement
- United States Postal Service, Inspector General

3. Applicant Question: Unfunded Contributions

Specify any unfunded contributions and support (i.e., financial, equipment, personnel, and technology) your county provided in Fiscal Year 21-22 to the workers' compensation insurance fraud program.

Applicant Response:

On April 6, 2020, Lead Deputy District Attorney Matthew K. Olsen was appointed to supervise the Financial Crimes Division, which oversees the Workers' Compensation Insurance Fraud Unit. Mr. Olsen replaced former unit supervisor Deputy District Attorney Janice Williams, who has since gone on to become a Superior Court Judge. Senior Staff Analyst Jason Aguirre and Accountant Gina Chen are directly employed by the department of the District Attorney and provide assistance and support in the administration of the grant. Additionally, legal secretary Rebecca Ulloa-Villagrana serves as support staff to the Deputy District Attorney and District Attorney Investigators assigned to the Worker's Compensation Insurance Fraud Unit. All the aforementioned positions are currently funded outside the grant program.

Solano County also continues to equip our District Attorney Investigator and Deputy District Attorney with all the hardware that is necessary for their continued success in the Workers' Compensation Insurance Fraud program. County vehicles are also provided as needed in support of ongoing investigations and/or supplemental activities, such as trainings and meetings with neighboring jurisdictions or allied agencies. All members of the unit are provided a computer with access to network printers at county expense. Internet access via the county network is also provided, and each authorized employee must sign and follow the accompanying County security protocol. All staff have access to the JustWare case management database wherein all cases are entered with events, dispositions, sentencing criteria, witness information, etc., which are updated as they occur. The Solano County District Attorney's Office also continues to provide photocopy, telephone, central duplicating, and paging services which are all directly related to the daily needs of the unit. Also, when needed, other district attorney investigators will assist with in-field interviews and arrests. Lastly, transcription services and foreign language interpretation services are provided at county expense when needed to assist in a Workers' Compensation Insurance Fraud Unit investigation.

4. Applicant Question: Personnel Continuity

Detail and explain the turnover or continuity of personnel assigned to your workers' compensation insurance fraud program. Include any rotational policies your county may have.

Applicant Response:

Lead Deputy District Attorney Matthew K. Olsen has supervised the Financial Crimes Division, which oversees the Workers' Compensation Fraud Unit, for over two years now. Mr. Olsen has spent over 17 years as a criminal prosecutor with Solano County. Mr. Olsen has an extensive experience in multiple areas of practice which include complex civil enforcement litigation, criminal felony prosecutions and grand jury investigations. Mr. Olsen has been successful in establishing cohesive working relationships with the members of the Golden Gate Workers' Compensation Fraud Consortium, the CDI regional office - Golden Gate Division, the Department of Industrial Relations, as well as the investigators with the Internal Affairs Unit at the Department of Corrections and Rehabilitations and several SIUs within the industry. During FY 2021-22, Mr. Olsen worked to continue fostering close working relationships with his counterparts in the Consortium, as well as ongoing and cooperative associations between Solano County and the aforementioned agencies/departments. Mr. Olsen was active in the planning of the 2022 Consortium training conference, and he regularly attends Consortium meetings, case filing meetings and case update meetings with his attorneys and investigators, both inside and outside his agency

Deputy District Attorney Irene Chew joined the unit in April 2017 and has been with the Solano County District Attorney's Office since August 2000, handling various caseloads during that time. At the time of writing this grant, Ms. Chew has handled over 31 workers' compensation insurance fraud cases. As a result of her tenure within the unit, Ms. Chew has developed a highly-specialized skill set related to the prosecution of these types of cases. She has also established herself as a well-respected member of the insurance fraud prosecution community.

In August 2016, District Attorney Investigator David Jackson joined the workers' compensation fraud unit at the Solano County District Attorney's Office. Investigator Jackson brings 36 years of law enforcement experience to the team. He retired as a Captain with the Vallejo Police Department in 2011. While employed with the City of Vallejo, Investigator Jackson managed the workers' compensation program within the department. After retiring in 2011, Investigator Jackson went to work as a part-time investigator for the Napa County District Attorney's Office and was assigned to the Workers' Compensation Insurance Fraud and Automobile Insurance Fraud Units. Investigator Jackson has worked closely and established relationships with many members of the California Department of Insurance, local law enforcement and individuals within private fraud investigative units. Investigator Jackson has been involved in the investigation and successful prosecution of dozens of workers' compensation insurance fraud cases.

5. Applicant Question: Frozen Assets Distribution

Were any frozen assets distributed in the current reporting period?

If yes, please describe. Assets may have been frozen in previous years.

Applicant Response:

No

Sub Section Name: Staffing

1. Applicant Question: Staffing List

Complete the chart and list the individuals billed to the program, including prosecutor(s), investigator(s), and support staff. Include any vacant positions to be filled.

For each, list the percentage of time devoted to the program and the start and end dates the individual is billed to the program.

Applicant Response:

Name	Role	Start Date	End Date (leave blank if N/A)	% Time
Irene Chew	DDA	04/10/2017		60
Dave Jackson	DA Investigator	08/10/2016		100

2. Applicant Question: FTE and Position Count

Complete the FTE and Position Chart, summarizing the positions listed in the previous question.

The chart should match what you will be entering in the budget. The budget entry will roll over into Post Award.

Applicant Response:

Salary by Position	# of Positions	FTE (1.00 = 2080 hours/year)
Supervising Attorneys		
Attorneys	1	0.60
Supervising Investigators		
Investigators (Sworn)	1	1.00
Investigators (Non-Sworn)		
Investigative Assistants		
Forensic Accountant/Auditor		
Support Staff Supervisor		
Paralegal/Analyst/Legal Assistant/etc.		
Clerical Staff		
Student Assistants		
Over Time: Investigators		
Over Time: Other Staff		
Salary by Position, other		
	Total: 2.00	Total: 1.60

3. Applicant Question: Organizational Chart

Upload and attach to this question an Organizational Chart; label it "22-23 WC (county name) Org Chart".

The organizational chart should outline:

- *Personnel assigned to the program. Identify their position, title, and placement in the lines of authority to the elected district attorney.*
- *The placement of the program staff and their program responsibility.*

Applicant Response:

[22-23 WC Solano County Org Chart.pdf](#) - PDF FILE

Sub Section Name: Problem Statement & Program Strategy

1. Applicant Question: Problem Statement

Describe the types and magnitude of workers' compensation insurance fraud (e.g., claimant, single/multiple medical/legal provider, premium/employer fraud, insider fraud, insurer fraud) relative to the extent of the problem specific to your county.

Use local data or other evidence to support your description.

Applicant Response:

Central Solano County is located 35 miles from Sacramento and approximately 32 miles northeast of San Francisco and Oakland. Interstate 80 bisects Solano County North and South. Interstate 680, Highway 12 and Interstate 505 also connect Solano with Contra Costa, Napa, Sacramento and Yolo counties. Solano County houses a military base (Travis Air Force Base) and three state prisons (California Department of Corrections and Rehabilitation, CSP- Solano, California Medical Facility and Delta Conservation Camp) all of which attract populations of semi transient people, including families of prison inmates and service personnel. The County is centrally located for those working in construction trades in the outlying counties and is home to many commuters to the Bay Area and Sacramento Metropolitan locales.

According to data provided by the US Census Bureau updated 7/1/2021, Solano County has approximately 451,716 residents, which is an increase from the data provided in July 2019 (447,643 residents). The monthly labor force data from December 2021 indicates that Solano County has a civilian labor force of 203,100, an unemployment rate of 5.2%, and a median per capita income of \$84,638. The total number of employers in Solano County is 7,250 as of 2019. Per the Solano Economic Development Corporation, the key to Solano County's successful economy is the competitiveness to attract and retain businesses providing jobs for Solano County residents and affordable housing when compared to prices in the Bay Area.

The majority of cases referred to our office involve claimant fraud; however, we also commonly receive willfully uninsured employer cases and premium fraud cases. The County's workforce consists of a combination of large employers, including military and correctional institutions, healthcare, banking, retail, education, manufacturing and recreational/entertainment establishments. It also consists of some smaller family owned businesses, including restaurants, hair/nail salons, and local markets. Solano County additionally provides significant agriculture, resulting in both seasonal and year-round agricultural employment opportunities. The diverse business community within Solano County therefore creates an environment susceptible to fraud.

The unit currently has one prosecutor assigned who divides her time between Workers' Compensation Insurance Fraud and Auto Insurance Fraud (60/40% respectively). In addition to our prosecutor, the unit has a part-time District Attorney Investigator, who exclusively handles Worker's Compensation Fraud cases.

Solano County recognizes the negative impact Workers' Compensation Insurance Fraud has on the local and statewide economy. We are also aware that large premium insurance fraud and medical provider insurance fraud cases exist within our community and are driving the cost of insurance higher for all consumers. We believe our current resources, combined with our continued collaboration in the Golden Gate Worker's Compensation Fraud Consortium will assist in expanding our efforts to combat large premium insurance fraud and medical provider insurance fraud cases, while continuing to balance cases involving the workable claimant, standard premium and willfully uninsured fraud.

The Solano County District Attorney's Office has several long-term goals, which include continuing to increase awareness of Workers' Compensation Insurance Fraud and its consequences for local employers, employees, and law enforcement. As a result, we continue to work towards engaging the community through training and outreach.

2. Applicant Question: Problem Resolution Plan

Explain how your county plans to resolve the problem described in your problem statement. Include improvements in your program.

Information regarding investigations should be given a reference number and details provided only in the Confidential Section, question 2, and marked "Problem Resolution".

Applicant Response:

Solano County continues to collaborate with the Golden Gate Workers' Compensation Fraud Consortium, California Department of Insurance - Golden Gate Division, California Department of Corrections and Rehabilitations, SIUs, Department of Industrial Relations, third party administrations, and the United States Postal Service Inspector General's Office to coordinate investigations. We also continue to make our resources available to participate in multi-jurisdictional efforts, including sting operations, throughout the fiscal year.

At our last case review meeting on April 5, 2022, at CDI Golden Gate Headquarters in Benicia, Lead DDA Matthew Olsen and CDI Captain Eric Williams discussed collaborating on an educational outreach operation specifically geared towards cannabis businesses. We recognize that the regulation of this industry is still in its infancy, however we are beginning to identify certain trends, specifically the misclassification of employees, that can be addressed with an educational campaign, prior to bringing in our enforcement options. Additionally, Lead DDA Olsen is currently working with DIR's Anti-Fraud Unit in order to draft a Joint Action Plan which would allow the sharing of critical case information between the two agencies.

We also recognize that we continue to encounter viable cases that cannot be properly worked because of the lack of resources by both CDI and only having one part-time investigator assigned to the unit. Therefore, we would like to work on developing further resources that could be devoted to the investigation of more complex cases, and to assisting the Golden Gate Consortium with joint ventures.

Equally important are our continued outreach efforts. Prior to the public health emergency, these efforts were beginning to produce tangible results. Although the unit's physical presence at in-person events was curtailed over the last fiscal year, outreach efforts continue nevertheless. The unit will be present at several in-person events this spring and summer handing out educational materials at events including the Dixon Mayfair, Vacaville Fiesta Days and the Travis AFB Air Show.

The unit's bus advertising campaign in the City of Fairfield and the City of Vacaville detailed in last year's RFA was extended into the first half of 2022, providing continued visibility. Moreover, the unit was able to successfully develop video ad campaigns to run at local DMV field offices, which are currently being broadcast in Vallejo, Vacaville and Fairfield. The unit continues to maintain an email account specifically for complaints to be sent directly to our assigned investigator. The unit also continues to work at updating new publications and outreach materials for distribution at in-person events where the District Attorney's Office will staff outreach booths.

3. Applicant Question: Plans to Meet IC and FAC Goals

What are your plans to meet the announced goals of the Insurance Commissioner and the Fraud Assessment Commission?

If these goals are not realistic for your county, please state why they are not, and what goals you can achieve. Include your strategic plan to accomplish these goals. *Copies of the Goals can be found in the Announcement Attachments, 4g and 4h.*

Applicant Response:

The Solano County District Attorney's Office recognizes that the effective and efficient prosecution of **Medical Provider Fraud** continues to be an important priority. The significant spike in use of telehealth services as a result of the COVID-19 pandemic has exacerbated the problem and emerged fairly recently as an incredibly significant source of fraud. This particular type of fraud often harms some of our most susceptible community members. Therefore, Solano County continues to foster cohesive working relationships and forge new partnerships with other key state and federal agencies, law enforcement agencies and other district attorney's offices. The District Attorney's office is cognizant that the size and available resources in Solano County may result in the need for aid to/from other agencies to combat medical provider fraud. As a result, maintaining the unit's relationships with the Golden Gate Consortium, the California Department of Insurance and the Department of Industrial Relations is absolutely vital in attaining this goal.

The Solano County District Attorney's Office is committed to consistency when addressing **Performance and Continuity within the Program**. Continuity and stability in funding will help all grant recipients in furthering this goal. Since 2022, unit supervisor DDA Matthew Olsen has worked very hard to establish and maintain close working relationships with many outside agencies and organizations, including the California Department of Insurance, the Golden Gate Workers' Compensation Fraud Consortium, the California Department of Corrections and Rehabilitations, SIU's, the Department of Industrial Relations, and other local, state and federal agencies. Additionally, Mr. Olsen has become intimately familiar with the grant RFA process and has led the transition into the online grant management system. More importantly, the unit is supported by a DDA and DA Investigator that collectively have over a decade of experience operating the Unit in this county. Through teamwork and initiative, the unit intends to maintain a high level of communication, coordination, and cooperation with all allied agencies, which they have grown accustomed to receiving from Solano County in the past.

As a matter of internal policy, Mr. Olsen will continue to lead regular meetings with investigators and prosecutors to discuss ongoing investigations, filing decisions and progress reports on active cases. Previously assigned tasks will be monitored, and all interested parties will be included in the case discussions, including SIU investigators and adjusters when appropriate. Mr. Olsen will also be available to travel throughout the Bay Area and greater Sacramento metropolitan area in order to meet with any outside agency personnel handling investigations and/or members of the Golden Gate Workers' Compensation Fraud Consortium for any other purposes.

Ms. Irene Chew has been in the Workers' Compensation Insurance Fraud Unit since April 2017 and has also built strong working relationships with the California Department of Insurance, the Golden Gate Workers' Compensation Fraud Consortium, and SIUs.

Investigator David Jackson joined the Workers' Compensation Insurance Fraud Unit in August 2016 and brings with him years of experience of working in both police investigations and working workers' compensation insurance fraud cases previously in Napa County. Investigator Jackson has, over the years, worked closely with and developed relationships with many members of the California Department of Insurance, local law enforcement and individuals within private investigative units.

Outreach continues to be a major component of deterrence and had undoubtedly suffered some significant setbacks due to the COVID-19 pandemic. Prior to the 2020 shutdown, Solano County's Community Prosecution Team participated in approximately 25 large scale events each year in efforts to educate the public on victim's rights and crime prevention. Members of Solano County's Workers' Compensation Fraud Unit would consistently attend these events in conjunction with the Community Prosecution Team to educate the public on the wide array of negative impacts fraud has on the community. The unit is proud to announce an immediate return to in-person events during FY 2022-2023 and already has several events scheduled beginning in May 2022, which include the Dixon Mayfair, Vacaville Fiesta Days and the Travis AFB Air

Show. The unit remains committed to broadening the public's awareness and encouraging the reporting of workers' compensation insurance fraud. The unit believes these efforts will serve to benefit the public and likely result in the generation of more local cases that are well-suited for successful prosecution.

The unit has also continued their advertising campaign that originally began in FY 2018-2019. Print ads have once again been featured on city buses in the City of Fairfield and the City of Vacaville, and this campaign continued into the early part of 2022. Furthermore, the unit has produced and deployed multiple video ads, which are currently running at all three local DMV field offices in Solano County. These ads are anticipated to continue to run through FY 22-23, assuming the funding is secured. The unit continues to maintain a dedicated email address for complaints to be sent directly to our investigator. The unit has also worked to develop updated publications for distribution at upcoming community outreach events in anticipation of the return to in-person gatherings.

On February 16, 2022, the Consortium hosted its sixth annual joint training. Solano County Deputy District Attorney Irene Chew served as an expert panelist in a roundtable session, along with several other Consortium attorneys. The topic of the discussion was "FD-1's: A Law Enforcement Perspective". The training was held remotely, however there were over 700 people registered from around the country consisting of SIUs, third party administrators, self-insured employers, human resource personnel, private insurance companies, civil defense attorneys and deputy district attorneys. This platform allowed us to both reach our local community, and also impact a national audience.

The unit recognizes the importance of maintaining a **Balanced Case Load** and is working diligently to uphold this goal. Achieving a reasonable balance is integral to sustaining a successful Workers' Compensation Fraud Unit in Solano County. The District Attorney's Office has and will continue to make a concerted effort with Golden Gate Workers' Compensation Fraud Consortium, the California Department of Insurance, the Department of Industrial Relations, as well other governmental agencies, to identify, investigate and prosecute employer premium fraud, claimant fraud and the willfully uninsured. Using a multi-agency approach, Solano County will be able to efficiently and effectively identify, investigate and prosecute the high impact premium fraud and medical provider fraud cases both in our County and assist in cases that develop within the San Francisco Bay Area region.

4. Applicant Question: Multi-Year Goals

What specific goals do you have that require more than a single year to accomplish?

Applicant Response:

Solano County continues to collaborate with the Golden Gate Workers' Compensation Fraud Consortium. By leveraging and taking full advantage of the resources available through our law enforcement partners, we believe we can take a multi-agency, multi-jurisdictional approach to complex medical provider fraud cases, which could benefit all involved counties and result in a more effective and efficient prosecution. Medical provider fraud continues to present a significant risk of monetary loss and exact a human cost. With the rise in telehealth services, this is a trend we can only expect to see increase, and these cases regularly present large-scale restitution amounts with conduct that is not necessarily limited to one particular county or geographical area. A multi-agency, multi-jurisdictional task-force model could potentially be implemented as a means of managing all available prosecutorial resources in a given case or against a particular suspect/target. Moreover, with pandemic restrictions being lifted, we expect to be able to commit more resources to field operations, as well as reviewing more submitted cases that are a result of the resumption of field operations by allied agencies.

Another long-term goal involves continued outreach efforts to increase awareness of workers' compensation fraud and its negative consequences for employers, employees and the local economy. We will be directly engaging in-person with the community in the coming days. Therefore, Solano County remains committed to expanding the available training, outreach and educational opportunities to our community. Given the significant agricultural activity within Solano County, we are uniquely positioned to provide outreach to a potentially under-served and overlooked segment of businesses and employees. By expanding these outreach efforts to include those operating in the rural segments of the county, we hope to reach an audience that would not otherwise be in a position to receive our message.

5. Applicant Question: Restitution and Fines

Describe the county's efforts and the district attorney's plan to obtain restitution and fines imposed by the court to the Workers' Compensation Fraud Account pursuant to California Insurance Code Section 1872.83(b) (4).

Applicant Response:

The collection of restitution remains an important priority and consideration when negotiating dispositions of Workers' Compensation Insurance Fraud cases. The Unit's standing policy is to incorporate this consideration into all plea agreements when appropriate. Once cases have been resolved, either by trial or plea, the Unit continues to monitor the collection of restitution, investigative costs and fines deemed payable to the Workers' Compensation Fraud Account. In cases of delinquent payment, the unit files the appropriate paperwork to violate the defendant's probation grant.

6. Applicant Question: Restitution Numbers

Provide the amount of restitution ordered and collected for the past five fiscal years.

If this information is not available, provide an explanation.

Applicant Response:

Fiscal Year	Restitution Ordered	Restitution Collected
2021-22	\$0.00	\$12,383.00
2020-21	\$0.00	\$4,500.00
2019-20	\$106,147.00	\$94,147.00
2018-19	\$58,349.00	\$18,253.00
2017-18	\$23,704.00	\$21,204.00
	Total: \$188,200.00	Total: \$150,487.00

Applicant Comment:

During FY 2018-19, several defendants with significant restitution amounts were determined by the Probation Department to not have the ability to pay their respective balances. During FY 2020-21, and most of FY 2021-22, nearly all worker's compensation insurance fraud cases were continued due to a standing order issued by the Solano County Superior Court. Therefore, no cases were resolved that resulted in restitution orders being issued. Nonetheless, we still continue in our efforts to collect on previously issued restitution orders from past fiscal years, resulting in several additional recoveries to date.

7. Applicant Question: Utilization Plan

Your budget provides the amount of funds requested for Fiscal Year 22-23.

Provide a brief narrative description of your utilization plan for the Fiscal Year 22-23 requested funds.

If an increase is being requested, please provide a justification. Any information regarding investigations should be given a reference number and details provided only in the Confidential Section, question 2, and marked "Utilization Plan."

Applicant Response:

The primary use of increased funding will go to personnel costs. However, remaining funds will be deployed to expand and enhance Outreach activities beyond the current campaigns.

8. Applicant Question: Uninsured Employers

Describe the county's efforts to address the uninsured employers' problem.

Local district attorneys have been authorized to utilize Workers' Compensation Insurance Fraud funds for the investigation and prosecution of an employer's willful failure to secure payment of workers' compensation as of January 2003.

Applicant Response:

The Unit has made significant outreach efforts to both educate the public and create a safe and positive environment where citizens can report suspected fraud. Solano County has a diverse population and a mixture of both urban and agricultural workers. The unit recognizes that uninsured employers have an ongoing negative fiscal impact and end up damaging the local business community. Solano County is committed to discouraging fraudulent activity by effectively and efficiently investigating employers engaging in such conduct. Employers that are found to be deliberately avoiding premiums by committing wage theft and/or cash pay will be aggressively charged and prosecuted in a sustained effort to create a fair and just business community within Solano County. Additionally, DAI Jackson is currently proposing a collaboration with CSLB's Statewide investigative Fraud Team (SWIFT) in an effort to prosecute an increased number of LC 3700.5 cases.

Sub Section Name: Training and Outreach**1. Applicant Question:** Training Received

List the insurance fraud training received by each county staff member in the workers' compensation fraud unit during Fiscal Year 21-22.

Applicant Response:

Name	Training Date	Provider	Location	Topic	Hours Credit
Irene Chew	04/13/2022	Anti-Fraud Alliance Annual Conference	Monterey, CA	Insurance Fraud	11
Dave Jackson	04/13/2022	Anti-Fraud Alliance Annual Conference	Monterey, CA	Insurance Fraud	9
Irene Chew	10/19/2022	CDAA Fraud Symposium	Carlsbad, CA	WC/Auto Fraud	18.5
Dave Jackson	10/19/2022	CDAA Fraud Symposium	Carlsbad, CA	WC/Auto Fraud	18.5
Irene Chew	03/22/2022	GGWCF Consortium	Virtual	WC Fraud in Cannabis Business	1
Dave Jackson	03/22/2022	GGWCF Consortium	Virtual	WC Fraud in Cannabis Business	1
Irene Chew	03/15/2022	CDI	Virtual	Grant Workshop	3.5
Dave Jackson	03/15/2022	CDI	Virtual	Grant Workshop	3.5
Irene Chew	03/08/2022	AFA	Virtual	Metadata & Open Source Investigations	2
Dave				Metadata & Open Source	

Dave Jackson	03/08/2022	AFA	Virtual	Methods of Open Source Investigations	2
Irene Chew	02/16/2022	GGWCF Consortium	Virtual	Premium and Medical Provider Fraud	4
Irene Chew	01/25/2022	GGWCF Consortium	Virtual	Forged Documents	1
Dave Jackson	01/25/2022	GGWCF Consortium	Virtual	Forged Documents	1
Irene Chew	01/10/2022	CDA	Self Study	Elimination of Bias	1
Irene Chew	12/16/2021	AFA	Virtual	COVID-19 & Telemedicine	2
Dave Jackson	12/16/2021	AFA	Virtual	COVID-19 & Telemedicine	2
Irene Chew	09/22/2021	GGWCF Consortium	Virtual	Wage Theft & Human Trafficking	1
Dave Jackson	09/22/2021	GGWCF Consortium	Virtual	Wage Theft & Human Trafficking	1
Irene Chew	09/14/2021	AFA	Virtual	Forged Documents	2
Dave Jackson	09/14/2021	AFA	Virtual	Forged Documents	2
Irene Chew	07/14/2021	GGWCF Consortium	Virtual	Seize & Freeze laws	1
Dave Jackson	07/14/2021	GGWCF Consortium	Virtual	Seize & Freeze laws	1

2. Applicant Question: Training and Outreach Provided

Upload and attach the Training and Outreach Provided form in Excel; label it "22-23 WC (county name) Training and Outreach Provided"

If, in the form, you listed any "Other, Specify" provide a brief explanation here; other additional comments are optional. The blank form is located in the Announcement Attachments, 1a.

Applicant Response:

Label attachment "22-23 WC (County) Training and Outreach"

Attachment:

[22-23 WC Solano County Training and Outreach Provided.xlsx](#) - EXCEL DOCUMENT

Applicant Comment:

As stated previously, the Unit will immediately be resuming in-person events and has three large-scale events scheduled for May 2022.

3. Applicant Question: Future Training and Outreach

Describe what kind of training/outreach you plan to provide in Fiscal Year 22-23.

Applicant Response:

With the return of large scale community events, the Unit will prioritize our in-person outreach efforts for FY 22-23. There are already several events scheduled where the Unit will participate in community outreach booths on behalf of the District Attorney's Office, including several festivals and the Travis AFB Air Show. The unit will also continue to prioritize all other efforts to provide outreach, awareness, and education to SIU's and the public at large. The Golden Gate Workers' Compensation Fraud Consortium has also already begun planning the seventh annual training for 2023. Additionally, the unit has discussed an educational outreach campaign with our partners at CDI Golden Gate. Finally, Mr. Olsen has begun discussions with the Consortium partners about conducting a training for members at our regular meeting which covers basic courtroom procedure for witnesses from a DA's perspective. This training recognizes that certain witnesses may not have significant experience testifying in a courtroom and is designed to walk them through what to expect, as well as what will be expected of them. If successful, this training can be expanded to other audiences, including the Anti-Fraud Alliance.

Sub Section Name: Joint Plan**1. Applicant Question:** Joint Plan

Upload your WC Joint Plan and label it "22-23 WC (county name) Joint Plan".

Each County is required to develop a Joint Plan with their CDI Regional Office, to be signed and dated by the Regional Office Captain and the Prosecutor in Charge of the Grant Program. Additional information is in the Announcement Attachments, 3c, and also copied into the attached instructions to this question.

Applicant Response:

Confirm signed and dated by all parties.

Attachment:

[22-23 WC Solano County Joint Plan.pdf](#) - PDF FILE

BUDGET REPORT

Project Name: 23-24 WC Solano County
Applicant Organization: Solano
Application ID: App-23-167
Requested Amount: \$294,833.00
Funding Announcement Name: FY 23-24 Workers' Compensation Insurance Fraud Program



Expand All	Direct	Total
► Salary By Position	\$199,052.00	\$199,052.00
Supervising Attorneys		
Attorneys	\$128,272.00	\$128,272.00
Supervising Investigators		
Investigators (Sworn)	\$70,780.00	\$70,780.00
Investigators (Non-Sworn)		
Investigative Assistants		
Forensic Accountant/Auditor		
Support Staff Supervisor		
Paralegal/Analyst/Legal Assistant/etc.		
Clerical Staff		
Student Assistants		
Over Time: Investigators		
Over Time: Other Staff		
Salary By Position - other		

Expand All	Direct	Total
Benefits	\$63,254.00	\$63,254.00
► Operating Expenses, General	\$17,677.00	\$17,677.00
Grant Indirect Costs - 10% method; grant indirect cost plan must be uploaded in application (choose only 1 indirect cost method)		
Grant Indirect Costs - 5% method; grant indirect cost plan must be uploaded in application (choose only 1 indirect cost method)		
Outreach	\$15,000.00	\$15,000.00
Audit	\$2,000.00	\$2,000.00
Forensic Accounting Services		
Expert Consultant Fees		
Witness Fees/Litigation Fees		
Undercover Operation Expenses		
Office Supplies		
Office Space/Facility Fees		
IT Services		
Communications (phone, etc.)		
Membership Dues/Publications	\$677.00	\$677.00
Operating Expenses, General - other		
► Operating Expenses, Detailed	\$8,092.00	\$8,092.00
Insurance (i.e., General Liability, Workers' Comp, etc.; identify in narrative)	\$8,092.00	\$8,092.00
Vehicle Fuel and Maintenance for grant purchased vehicles (identify number of vehicles in narrative)		
Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased vehicles; identify number of vehicles in narrative)		

Expand All	Direct	Total
Vehicle Parking (identify number of vehicles in narrative)		
Software Renewal (identify in narrative)		
Software Purchase (identify and provide justification in narrative)		
Minor Equipment as defined in instructions (identify in narrative IF over \$1,000 combined total)		
Equipment Lease/Maintenance (identify in narrative)		
Operating Expenses, Detailed - other		
► Operating Expenses, Travel and Training	\$6,758.00	\$6,758.00
Travel - In CA (include costs such as hotel, airfare, and rental car for travel associated with investigation and/or training)	\$4,670.00	\$4,670.00
Travel - Out of CA (identify state and purpose in narrative and include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training)		
Training - In CA (include registration fees)	\$2,088.00	\$2,088.00
Training - Out of CA (identify state and purpose in narrative, and include registration fees)		
Operating Expenses, Travel and Training - other		
► Equipment		
Computers (provide justification and % billed to each program in narrative)		
Printers/Scanners (provide justification and % billed to each program in narrative)		
Vehicles (provide justification and % billed to each program in narrative)		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)		
Equipment - other		
Total	\$294,833.00	\$294,833.00

Supervising Attorneys		
Attorneys	No. of Positions: 1 Total FTE: 0.6	Total Cost: \$128,272.00 Total Requested Amount: \$128,272.00
Supervising Investigators		
Investigators (Sworn)	No. of Positions: 1 Total FTE: 0.5	Total Cost: \$70,780.00 Total Requested Amount: \$70,780.00
Investigators (Non-Sworn)		
Investigative Assistants		
Forensic Accountant/Audit or		
Support Staff Supervisor		
Paralegal/Analyst/Legal Assistant/etc.		
Clerical Staff		
Student Assistants		
Over Time: Investigators		
Over Time: Other Staff		
Salary By Position - other		
Benefits		

► Operating Expenses, General	
Grant Indirect Costs - 10% method; grant indirect cost plan must be uploaded in application (choose only 1 indirect cost method)	
Grant Indirect Costs - 5% method; grant indirect cost plan must be uploaded in application (choose only 1 indirect cost method)	
Outreach	
Audit	
Forensic Accounting Services	
Expert Consultant Fees	
Witness Fees/Litigation Fees	
Undercover Operation Expenses	
Office Supplies	

Office Space/Facility Fees	
IT Services	
Communications (phone, etc.)	
Membership Dues/Publications	
Operating Expenses, General - other	
► Operating Expenses, Detailed	
Insurance (i.e., General Liability, Workers' Comp, etc.; identify in narrative)	<div>The FY 23/24 Budget Request includes \$3037.00 for the annual Compensation Insurance expense and \$5055.00 for the annual Liability Insurance expense.</div>
Vehicle Fuel and Maintenance for grant purchased vehicles (identify number of vehicles in narrative)	

Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased vehicles; identify number of vehicles in narrative)		
Vehicle Parking (identify number of vehicles in narrative)		
Software Renewal (identify in narrative)		
Software Purchase (identify and provide justification in narrative)		
Minor Equipment as defined in instructions (identify in narrative IF over \$1,000 combined total)		

Equipment Lease/Mainten ance (identify in narrative)		
Operating Expenses, Detailed - other		
► Operating Expenses, Travel and Training		
Travel - In CA (include costs such as hotel, airfare, and rental car for travel associated with investigation and/or training)	<div>No. of People: 2</div> <div>Total Cost: \$4,670.00</div> <div>Total Requested Amount: \$4,670.00</div>	<div>The FY 23/24 Budget Request includes \$2216.00 for lodging (\$730/person x 2), per diem (\$180/person x 2) and mileage (\$198/person x 2) for the Deputy District Attorney and DA Investigator to attend the Annual Anti-Fraud Conference in Monterey CA. The FY 23/24 Budget Request includes \$2454.00 for lodging (\$563/person x 2), airfare (\$177/person x 2) per diem (\$319/person x 2) and airport shuttle/mileage (\$168/person x 2) for the Deputy District Attorney and DA Investigator to attend the Annual CDAA Fraud Symposium.</div>
Travel - Out of CA (identify state and purpose in narrative and include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training)		

Training - In CA (include registration fees)	<div>No. of People: 2</div> <div>Total Cost: \$2,088.00</div> <div>Total Requested Amount: \$2,088.00</div>	The FY 23/24 Budget Request includes \$990.00 for the Deputy District Attorney and DA Investigator to attend the Annual Anti-Fraud Conference in Monterey CA. The FY 23/24 Budget Request includes \$1098.00 for the Deputy District Attorney and DA Investigator to attend the Annual CDAA Fraud Symposium.
Training - Out of CA (identify state and purpose in narrative, and include registration fees)		
Operating Expenses, Travel and Training - other		
► Equipment		

Computers (provide justification and % billed to each program in narrative)		
Printers/Scanner s (provide justification and % billed to each program in narrative)		
Vehicles (provide justification and % billed to each program in narrative)		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)		
Equipment - other		

**INSURANCE COMMISSIONER
OF THE STATE OF CALIFORNIA**

GRANT AWARD AGREEMENT

Fiscal Year 2023-24

Workers' Compensation Insurance Fraud Program


The Insurance Commissioner of the State of California hereby makes an award of funds to **Solano County**, Office of the District Attorney, in the amount and for the purpose and duration set forth in this grant award.

This grant award consists of this agreement and the application for the grant and made a part hereof. By acceptance of the grant award, the grant award recipient agrees to administer the grant program in accordance with all applicable statutes, regulations, and the grant application.

Duration of Grant: The grant award is for the program period **July 1, 2023** through **June 30, 2024**.

Purpose of Grant: This grant award is made pursuant to the provisions of California Insurance Code Section 1872.83 and shall be used solely for the purposes of enhanced investigation and prosecution of workers' compensation insurance fraud cases.

Amount of Grant: The grant award agreed to herein is in the amount of **\$292,866**. This amount has been determined by the Insurance Commissioner with the advice and consent of the Fraud Assessment Commission based on the estimated funds collected pursuant to Section 62.6 of the Labor Code. However, the actual total award amount for the county is contingent on the collection of assessments and the authorization for expenditure pursuant to Government Code §13000 et seq. The grant award shall be distributed pursuant to Section 1872.83 of the Insurance Code and the California Code of Regulations Subchapter 9, Article 3, Sections 2698.53, 2698.54, and 2698.57.

<p>Krishna A. Abrams District Attorney</p> <p>DocuSigned by:  86C9D8ED7DEE4EA... Authorized Official</p> <p>Name: Jason Aguirre Title: Senior Staff Analyst</p> <p>Date: <u>10/16/2023</u></p>	<p>RICARDO LARA Insurance Commissioner</p> <p>_____ Authorized Official</p> <p>Name: George Mueller Title: Deputy Commissioner</p> <p>Date: _____</p>
---	---

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure.

Crista Hill, Division Chief/Budget Officer,
Financial and Business Management Division, CDI

Date



RICARDO LARA
CALIFORNIA INSURANCE COMMISSIONER

February 6, 2024

via email

Jason Aguirre
Staff Analyst (Sr.)
Solano County District Attorney's Office
675 Texas Street
Fairfield, CA 94533

RE: Fiscal Year (FY) 2022-23 Carryover and FY 2023-24 Modified Budget –
Workers' Compensation Insurance Fraud Program

Dear Jason Aguirre:

We received your County's request to carryover audited unexpended FY 2022-23 Workers' Compensation Insurance Fraud Program grant funds into FY 2023-24. After careful review, **FY 2022-23 Carryover in the amount of \$12,893 and the attached FY 2023-24 modified budget are approved.**

FY 2023-24 grant funding is:

FY 2022-23 Carryover Approval:	\$12,893
FY 2023-24 Grant Award:	<u>\$292,866</u>
FY 2023-24 Total Funding:	\$305,759

Thank you for your commitment to the program. Through our coordinated efforts, we make a difference in the fight against Workers' Compensation insurance fraud in California. For questions, please contact Jennifer Tran, Workers' Compensation Program Analyst, at (916) 854-5708 or LAU@insurance.ca.gov.

Sincerely,

Felicia Lieb

Felicia Lieb
Deputy Chief, Fraud Division

cc: Matt Olsen, Deputy District Attorney

FY 22-23 into FY 23-24 Carryover Budget

COUNTY NAME: Solano County

PROGRAM: Workers's Compensation Insurance Fraud Program

Salary by Position	Total \$ for line item	# of Positions	FTE
Supervising Attorneys			
Attorneys	\$ 128,118	1	0.6
Supervising Investigators			
Investigators (Sworn)	\$ 68,054	1	0.5
Investigators (Non-Sworn)			
Investigative Assistants			
Forensic Accountant/Auditor			
Support Staff Supervisor			
Paralegal/Analyst/Legal Assistant/etc.			
Clerical Staff			
Student Assistants			
Over Time: Investigators			
Over Time: Other Staff			
Salary by Position, other (auto-generated) *Do not use			
Salary Total	\$ 196,172		

Benefits	\$ 64,859		
-----------------	------------------	--	--

Personnel Services Total	\$ 261,031		
---------------------------------	-------------------	--	--

FY 22-23 into FY 23-24 Carryover Budget

COUNTY NAME: Solano County

PROGRAM: Workers' Compensation Insurance Fraud Program

Operating Expenses, General	Total \$ for line item
Grant Indirect Costs - 10% method; grant indirect cost plan must be uploaded in application (<i>choose only 1 indirect cost method</i>)	
Grant Indirect Costs - 5% method; grant indirect cost plan must be uploaded in application (<i>choose only 1 indirect cost method</i>)	
Outreach	\$ 23,075
Audit	\$ 3,000
Forensic Accounting Services	
Expert Consultant Fees	\$ 497
Witness Fees/Litigation Fees	
Undercover Operation Expenses	
Office Supplies	
Office Space/Facility Fees	
IT Services	
Communications (<i>phone, etc.</i>)	
Membership Dues/Publications	\$ 550
Operating Expenses, General, other (<i>auto-generated</i>) <i>*Do not use</i>	
Operating Expenses, General Sub-Total	\$ 27,122

Operating Expenses, Detailed	Total \$ for line item
Insurance (i.e., General Liability, Workers' Comp, etc.; <i>identify in narrative</i>)	\$ 7,956
<i>Narrative:</i> \$2,901 for Compensation Insurance and \$5,055 for general Liability Insurance	
Vehicle Fuel and Maintenance for grant purchased vehicles (<i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased vehicles; <i>identify number of vehicles in narrative</i>)	\$ 500
<i># of Vehicles : 2</i>	
Vehicle Parking (<i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Software Renewal (<i>identify in narrative</i>)	
<i>Narrative:</i>	
Software Purchase (<i>identify and provide justification in narrative</i>)	
<i>Narrative:</i>	
Minor Equipment as defined in instructions (<i>identify in narrative IF over \$1,000 combined total</i>)	
<i>Narrative:</i>	
Equipment Lease/Maintenance (<i>identify in narrative</i>)	
<i>Narrative:</i>	
Operating Expenses, Detailed, other (<i>auto-generated</i>) <i>*Do not use</i>	
<i>Narrative:</i>	
Sub-Total	\$ 8,456

Operating Expenses, Travel and Training	Total \$ for line item
Travel - In CA (include costs such as hotel, airfare, and rental car for travel associated with investigation and/or training)	\$ 7,062
<i>Narrative:</i> Anti Fraud Conference & Annual CDAA Fraud Symposium	
Travel - Out of CA (identify state and purpose in narrative and include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training)	
<i>Narrative:</i>	
Training - In CA (include registration fees)	\$ 2,088
<i>Narrative:</i> Anti Fraud Conference & Annual CDAA Fraud Symposium	
Training - Out of CA (identify state and purpose in narrative, and include registration fees)	
<i>Narrative:</i>	
Operating Expenses, Travel and Training, other (auto-generated) <i>*Do not use</i>	
<i>Narrative:</i>	
Sub-Total	\$ 9,150
Operating Expense Total (General + Detailed + Travel & Training)	\$ 44,728

FY 22-23 into FY 23-24 Carryover Budget

COUNTY NAME: Solano County

PROGRAM: Workers' Compensation Insurance Fraud Program

Equipment	Total \$ for line item	% Billed to Program
Computers (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Printers/Scanners (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Vehicles (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)		
<i>Narrative:</i>		
Equipment, other (auto-generated) *Do not use		
<i>Narrative:</i>		
Equipment Total	\$ -	

Program Budget Total	\$ 305,759
-----------------------------	-------------------



RICARDO LARA
CALIFORNIA INSURANCE COMMISSIONER

Sent via email

March 18, 2024

Jason Aguirre
Staff Analyst Sr.
Solano County District Attorney's Office
675 Texas Street, Suite 4500
Fairfield, CA 94533

RE: Modified Budget #2 for the Workers' Compensation Insurance Fraud Program,
Fiscal Year 2023-24

Dear Mr. Aguirre:

The Local Assistance Unit has carefully reviewed the attached modified budget request for the Automobile Insurance Fraud Program in the amount of **\$307,726**. The budget modification is approved and includes the following:

FY 2022-23 Audited Carryover:	\$12,893
FY 2023-24 Base Grant Award:	\$292,866
FY 2023-24 Additional Grant Award:	\$1,967
FY 2023-24 Total Funding:	\$307,726

Thank you for your commitment to the program. Through our coordinated efforts, we make a difference in the fight against workers' compensation insurance fraud in California. For questions, please contact me at (916) 854-5818 or lau@insurance.ca.gov.

Sincerely,

Sara Marshall

Sara Marshall
Program Analyst
Local Assistance Unit
California Department of Insurance

Attachment

FY 23-24 Modified Budget # 2

COUNTY NAME: Solano County

PROGRAM: Workers' Compensation Insurance Fraud Program

Salary by Position	Total \$ for line item	# of Positions	FTE
Supervising Attorneys			
Attorneys	\$ 128,118	1	0.6
Supervising Investigators			
Investigators (Sworn)	\$ 70,021	1	0.5
Investigators (Non-Sworn)			
Investigative Assistants			
Forensic Accountant/Auditor			
Support Staff Supervisor			
Paralegal/Analyst/Legal Assistant/etc.			
Clerical Staff			
Student Assistants			
Over Time: Investigators			
Over Time: Other Staff			
Salary by Position, other (auto-generated) *Do not use			
Salary Total	\$ 198,139		

Benefits	\$ 64,859		
-----------------	------------------	--	--

Personnel Services Total	\$ 262,998
---------------------------------	-------------------

FY 23-24 Modified Budget # 2

COUNTY NAME: Solano County

PROGRAM: Workers' Compensation Insurance Fraud Program

Operating Expenses, General	Total \$ for line item
Grant Indirect Costs - 10% method; grant indirect cost plan must be uploaded in application (<i>choose only 1 indirect cost method</i>)	
Grant Indirect Costs - 5% method; grant indirect cost plan must be uploaded in application (<i>choose only 1 indirect cost method</i>)	
Outreach	\$ 24,343
Audit	\$ 3,000
Forensic Accounting Services	
Expert Consultant Fees	\$ 497
Witness Fees/Litigation Fees	
Undercover Operation Expenses	
Office Supplies	
Office Space/Facility Fees	
IT Services	
Communications (<i>phone, etc.</i>)	
Membership Dues/Publications	\$ 550
Operating Expenses, General, other (<i>auto-generated</i>) <i>*Do not use</i>	
Operating Expenses, General Sub-Total	\$ 28,390

Operating Expenses, Detailed	Total \$ for line item
Insurance (i.e., General Liability, Workers' Comp, etc.; <i>identify in narrative</i>)	\$ 7,956
<i>Narrative:</i>	
Vehicle Fuel and Maintenance for grant purchased vehicles (<i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased vehicles; <i>identify number of vehicles in narrative</i>)	\$ 500
<i># of Vehicles : 2 vehicles</i>	
Vehicle Parking (<i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Software Renewal (<i>identify in narrative</i>)	
<i>Narrative:</i>	
Software Purchase (<i>identify and provide justification in narrative</i>)	
<i>Narrative:</i>	
Minor Equipment as defined in instructions (<i>identify in narrative IF over \$1,000 combined total</i>)	
<i>Narrative:</i>	
Equipment Lease/Maintenance (<i>identify in narrative</i>)	
<i>Narrative:</i>	
Operating Expenses, Detailed, other (<i>auto-generated</i>) <i>*Do not use</i>	
<i>Narrative:</i>	
Sub-Total	\$ 8,456

Operating Expenses, Travel and Training	Total \$ for line item
Travel - In CA (Include costs such as hotel, airfare, and rental car associated with investigation and/or training. <i>In narrative identify purpose, number of staff, and FTE</i>).	\$ 5,434
<i>Narrative:</i> Fraud Symposium 1/29/24-2/2/24 DDA and DA Investigator: \$829 for 2 airfares (\$509, \$320), \$1714 Lodging (\$857 x 2), \$504 per diem (\$252 x 2), \$177 mileage; Anti-Fraud Conference 4/10/24-4/12/24 DDA and DA Investigator: \$1300 lodging (\$650 x 2) , \$518 per diem (\$259 x 2), \$392 mileage (\$196 x 2)	
Travel - Out of CA (Include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training. <i>In narrative identify state, purpose, number of staff, and FTE</i>).	
<i>Narrative:</i>	
Training - In CA (Include registration fees. <i>In narrative identify purpose, number of staff, and FTE</i>).	\$ 2,448
<i>Narrative:</i> Fraud Symposium 1/29/24-2/2/24 DDA and DA Investigator: \$1398 (\$749 and \$649); Anti-Fraud Conference 4/10/24-4/12/24 DDA and DA Investigator: \$1050 (\$525 x 2)	
Training - Out of CA (Include registration fees. <i>In narrative identify state, purpose, number of staff, and FTE</i>).	
<i>Narrative:</i>	
Operating Expenses, Travel and Training, other (auto-generated) <i>*Do not use</i>	
<i>Narrative:</i>	
Sub-Total	\$ 7,882
Operating Expense Total (General + Detailed + Travel & Training)	\$ 44,728

FY 23-24 Modified Budget # 2

COUNTY NAME: Solano County

PROGRAM: Workers' Compensation Insurance Fraud Program

Equipment	Total \$ for line item	% Billed to Program
Computers (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Printers/Scanners (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Vehicles (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)		
<i>Narrative:</i>		
Equipment, other (auto-generated) <i>*Do not use without speaking to LAU first</i>		
<i>Narrative:</i>		
Equipment Total	\$ -	

Program Budget Total	\$ 307,726
-----------------------------	-------------------

RESOLUTION NO. 2024 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE SOLANO COUNTY DISTRICT ATTORNEY TO SUBMIT A GRANT
APPLICATION TO THE CALIFORNIA DEPARTMENT OF INSURANCE FOR THE
WORKERS' COMPENSATION INSURANCE FRAUD PROSECUTION PROGRAM**

Whereas, the Solano County District Attorney desires to continue its Workers' Compensation Fraud Prosecution Program ("Program") for the investigation and prosecution of workers' compensation fraud; and

Whereas, the Program is funded by state monies under California Insurance Code section 1872.83 and distributed and administered by the California Department of Insurance.

Resolved, the Solano County Board of Supervisors authorizes the Solano County District Attorney, on its behalf, to submit a grant application to the California Department of Insurance for funds and to accept those funds to continue the Program for the period July 1, 2023, through June 30, 2024, and to execute any grant award agreement, including any amendments or extensions thereof.

Resolved, it is agreed that any liability arising out of the performance of the Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and the California Department of Insurance disclaim responsibility for any such liability.

Resolved, neither the Board nor the District Attorney may use the grant funds to supplant expenditures controlled by either of them.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024, by the following vote:

AYES: Supervisors _____

NOES: Supervisors _____

EXCUSED: Supervisors _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	16	Status:	Consent Calendar
Type:	Contract plus Resolution	Department:	District Attorney
File #:	24-218	Contact:	Jason Aguirre, 784-3267
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt a resolution affirming the Solano County District Attorney's prior submission of a recurring grant proposal to the California Department of Insurance for the investigation and prosecution of automobile insurance fraud; Authorize the District Attorney to accept the award in the amount of \$188,287 for the period ending June 30, 2024		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Grant Application, B - Grant Budget, C - Grant Agreement, D - Budget Approval Letter, E - Modified Budget, F - Grant Resolution		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The District Attorney recommends that the Board of Supervisors:

1. Adopt a resolution affirming the Solano County District Attorney's prior submission of a recurring grant proposal to the California Department of Insurance for the investigation and prosecution of automobile insurance fraud; and
2. Authorize the District Attorney, or her designee, to accept the award in the amount of \$188,287 for the period ending June 30, 2024

SUMMARY/DISCUSSION:

The District Attorney's Office has operated the Insurance Fraud Program for the past 28 years. The dedicated unit is assigned exclusively to the prosecution of automobile insurance fraud and consists of a Deputy District Attorney and an Investigator. Each year the District Attorney submits and receives grant funding from the California Department of Insurance to partially offset program costs.

On June 29, 2023, the District Attorney submitted the grant application for FY2023/24. On November 14, 2023, the District Attorney was notified by the Insurance Commissioner that the award to Solano County was \$162,076. On February 6, 2024, the Insurance Commissioner approved the carryover of \$13,891 in unexpended FY2022/23 funds. On March 4, 2024, the Insurance Commissioner awarded an additional \$12,320 in funding, for a total award of \$188,287 for the period ending June 30, 2024.

A complete copy of the grant application is attached (Attachment A). A copy of the grant application budget is

attached (Attachment B). This is a recurring grant, and revenue and appropriations were included in the Department's FY2023/24 budget as instructed in the County Financial Administration of Grants handbook. Approval of this recurring grant will allow the District Attorney's Office to continue to investigate and prosecute crimes involving automobile insurance fraud.

FINANCIAL IMPACT:

The financing for this program is derived from monies collected by insurance companies as a surcharge on automobile insurance premiums. These funds are distributed pursuant to Insurance Code Section 1872.8 by the State of California Department of Insurance.

The District Attorney's FY2023/24 Adopted Budget included \$102,860 from the California Department of Insurance grant in projected revenue and offsetting appropriations for this program and was in-line with prior year awards. On November 14, 2023, the District Attorney was notified by the Insurance Commissioner that the award to Solano County was \$162,076 (Attachment C). On February 6, 2024, the Insurance Commissioner approved the carryover of \$13,891 in unexpended FY2022/23 funds (Attachment D). On March 14, 2024, the Insurance Commissioner approved \$12,320 in additional funding, for a total award of \$188,287 for the period ending June 30, 2024 (Attachment E). The District Attorney's FY2023/24 Working Budget includes sufficient appropriations to address the increased program expenditures, therefore no ATR is required at this time.

The costs associated with preparing the agenda item are nominal and absorbed by the District Attorney's FY2023/24 Working Budget.

ALTERNATIVES:

The Board can choose not to adopt the resolution; however, this action is not recommended. Failure to adopt the resolution would result in the loss of approximately \$188,287 in grant funds and a significant impact in the District Attorney's ability to investigate and prosecute automobile insurance fraud.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Application Report



Applicant Organization:

Solano

Project Name: 22-23 AUTO Solano County

Application ID: App-22-114

Funding Announcement: FY 22-23 Automobile Insurance Fraud Program

Requested Amount: \$175,288.00

Project Summary: Solano County Automobile Insurance Fraud Grant Application FY 2022-23

Authorized Certifying Official: Matt Olsen MKOlsen@solanocounty.com 707-784-3340

Project Director/Manager: Matt Olsen MKOlsen@solanocounty.com 707-784-3340

Case Statistics / Data Reporter: Gina Chen GChen@solanocounty.com 707-784-3436

Compliance/Fiscal Officer: Jason Aguirre jlaguirre@solanocounty.com 707-784-3267

Section Name: Overview Questions

Sub Section Name: General Information

1. Applicant Question: Multi-County Grant

Is this a multi-county grant application request? If Yes, select the additional counties.

Applicant Response:

No

2. Applicant Question: Estimated Carryover

Enter the estimated carryover funds from the previous fiscal year. If none, enter "0".

Applicant Response:

\$37,000.00

3. Applicant Question: Contact Updates

Have you updated the Contacts and Users for your Program? Did you verify the Contact Record for your County's District Attorney?

- **Contacts** are those, such as your elected District Attorney, who need to be identified but do not need access to GMS.
- **Users** are those individuals who will be entering information/uploading into GMS for the application. **Confidential Users** have access to everything in all your grant applications. **Standard Users** do not have access to the Confidential Sections where Investigation Activity is reported. Typical Standard Users are budget

personnel.

Applicant Response:

Yes

4. Applicant Question: Program Contacts

Identify the individuals who will serve as the Program Contacts. These individuals shall be entered as a User or Contact in GMS.

On the final submission page, you will link these individuals' contact records to the application.

Project Director/Manager is the individual ultimately responsible for the program. This person must be a Confidential User.

Case Statistics/Data Reporter is the individual responsible for entering the statistics into the DAR (District Attorney Program Report). This person should be a Confidential User.

Compliance/Fiscal Officer is the individual responsible for all fiscal matters relating to the program. This must be someone other than the Project Director/Manager. This person is usually a Standard User.

Applicant Response:

Program Contacts	Name
Project Director / Manager	Matthew Olsen
Case Statistics / Data Reporter	Irene Chew
Compliance / Fiscal Officer	Jason Aguirre

5. Applicant Question: Statistical Reporting Requirements

Do you acknowledge the County is responsible for separately submitting a Program Report using the CDI website, DA Portal?

To access the DAR webpage on the CDI website: right click on the following link to open a new tab, or copy the URL into your browser.

<http://www.insurance.ca.gov/0300-fraud/0100-fraud-division-overview/10-anti-fraud-prog/dareporting.cfm>

Applicant Response:

Yes

6. Applicant Question: Required Documents Upload

Have you reviewed the Application Upload List and properly named and uploaded the documents into your Document Library?

To view/download the Application Upload List: go the Announcement, click View, and at the top of the page select Attachments. Items must be uploaded into the Document Library before you can attach them to the upcoming questions.

Applicant Response:

Yes

Sub Section Name: BOS Resolution

1. Applicant Question: BOS Resolution

Have you uploaded a Board of Supervisors (BOS) Resolution to the Document Library and attached it to this question?

A BOS Resolution for the new grant period must be uploaded to GMS to receive funding for the 2022-2023 Fiscal Year. If the resolution cannot be submitted with the application, it must be uploaded no later than January 2, 2023. There is a sample with instructions located in the Announcement Attachments, 3b.

Applicant Response:

No

2. Applicant Question: Delegated Authority Designation

Choose from the selection who will be the person submitting this application, signing the Grant Award Agreement (GAA) in GMS, and approving any amendments thereof.

The person selected must be a Confidential User, who will attest their authority and link their contact record on the submission page of this application. A sample Designated Authority Letter is located in the Announcement Attachments, 3a. CDI encourages the contact named as Project Director/Manger be the designated authority, should that be your selection.

Applicant Response:

Designated Person named in Attached Letter

Attachment:

[22-23 Auto Solano County Designated Authority Letter.pdf](#) - PDF FILE

Section Name: County Plan

Sub Section Name: Qualifications and Successes

1. Applicant Question: Successes

What areas of your automobile insurance insurance fraud program were successful and why?

Detail your program's successes for ONLY the 20-21 and 21-22 Fiscal Years. It is not necessary to list every case. If a case is being reported in more than one insurance fraud grant program, clearly identify the component(s) that apply to this program. If you are including any task force cases in your caseload, name the task force and your county personnel's specific involvement/role in the case(s). Information regarding investigations should be given a reference number and details provided only in the Confidential Section, question 1.

Applicant Response:

Solano County's Auto Insurance Fraud program is successful because the unit continues to be staffed with highly experienced and dedicated prosecutors who are enthusiastic about prosecuting fraud cases. In April of 2020, Lead Deputy District Attorney Matthew Olsen was appointed to supervise the Financial Crimes Division, which oversees the Auto Insurance Fraud Unit. Mr. Olsen has over 17 years' experience as a prosecutor and brings with him a lengthy background in consumer protection and complex litigation to the Unit.

On April 3, 2017, Deputy District Attorney Irene Chew joined the unit. She has been with the Solano County District Attorney's Office since 2000. Since joining the unit, Ms Chew has handled 46 auto insurance fraud cases, including a successful jury trial that she handled, resulting in the defendant being sentenced to state prison.

On April 11, 2018, District Attorney Investigator Steven Begley joined the unit. Investigator Begley brought with him over 40 years of law enforcement experience, including 20 years with the Solano County Sheriff's Office and 20 years with the California Department of Insurance, Fraud Division. He previously worked for three years as a Team Manager for Liberty Mutual, Special Investigations Unit. Throughout his career, Investigator Begley arrested approximately 200 individuals for insurance fraud on both the state and federal level, and has testified as an expert witness regarding auto insurance fraud in Sonoma County Superior Court. He also served as a past president of the Northern California Fraud Investigators Association (AFA). Within the current reporting period, Solano County District Attorney Investigators have reviewed 191 suspected fraud claims. After review, 9 suspected fraud claims have resulted in active investigations being opened and/or submitted for prosecution, as well as 11 cases carried over from the prior fiscal year.

On October 28, 2021, Investigator Begley retired, and the position remained vacant until his replacement was found. Investigator Kelly Dixon joined the Unit on January 18, 2022. Investigator Dixon has 31 years of law enforcement experience, 28 of which he obtained with the California Highway Patrol. He spent 11 years as a CHP Investigator, specializing in vehicle theft related crimes. He is a P.O.S.T. certified Vehicle Theft and Computer Crimes Investigator, has worked on a number of federal, state, and local task forces, and has supervised and managed statewide investigative units. After retiring from the CHP as a lieutenant, Investigator Dixon worked for the Rio Vista Police Department as their Criminal Investigator before coming to work for the District Attorney's Office in 2020. Over the course of his career, he has attended approximately 1700 hours of specialized law enforcement training.

CASE UPDATES FROM 2021-2022

The Automobile Insurance Fraud Unit is currently prosecuting a standard applicant auto insurance fraud case involving a Defendant who reported that her car had a flat tire in the 3AM hour, leading her to pull over all the way off the side of the freeway. While waiting in another friend's car that arrived and parked just in front of her car, her son, who also arrived in that friend's car, entered her car to "turn off stuff." She reported that another car rear ended her car with her son inside shortly after he entered it while she was at the scene in her friend's car. However, on a later date, she stated that she and the friend had driven off prior to the collision and when they were on the opposite side of the freeway heading back to return to the car, she saw the police arrive and didn't know of the accident until then. The driver of the car that could not stop in time to avoid a collision when the driver came upon the Defendant's stopped car in the slow lane, reported that the son was the only occupant and was located in the driver's seat, with no one else in the area. The son is an excluded driver of the Defendant's insurance policy and was arrested for DUI charges, although the Defendant is adamant that he was not driving. She is charged with violating Penal Code §550(a)(1), two counts of §550(b)(1), and two counts of §550(b)(3). Her case is headed next to court in September 2022.

Another standard applicant auto insurance fraud case involved a Defendant who reported her motorcycle stolen to the local police department and her insurance company. She did not have comprehensive coverage and her claim was denied. Later, her motorcycle was recovered by the police with extensive damage and returned to her. An hour and half later, she added comprehensive coverage to her policy. The next day, she filed a vandalism report, with some of the reported damage being similar to the damage that was noted when it was returned stolen. Investigation of Facebook posts

throughout the stolen and recovered period, including ongoing updates, detailed damage similar to what she had described in her vandalism claim. Defendant was charged with violating Penal Code §550(a)(1), and three counts of §550(b)(1), and two counts of §550(b)(3). Her case is headed next to court in July 2022.

NOTABLE SUCCESSES FROM 2020-2021

One standard applicant auto insurance fraud case that was charged and resolved in FY 2020-2021 involved an owner of a 2009 Dodge Charger, where he claimed that it was vandalized while parked in front of his house. The alleged vandalism resulted in scratches all around the car, including the driver's side door lock that was broken and the key lock mechanism missing. He had made a prior claim for the same damage on the driver's side door lock in 2015 and also tried in 2017 when both times he claimed his car was vandalized with scratches in various parts of his car all around. At one point, he admitted that the door was never fixed in 2015 or 2017 and that he tried to claim it multiple times for the same damage. He was charged with violating two counts of Penal Code §550(a)(1), two counts of §550(a)(2), and two counts of §550(b)(1). He ended up pleading to two counts of §550(b)(1) as §17 misdemeanors as he had no prior convictions and while the potential loss estimated was around three thousand dollars, the claim was never paid. Defendant was sentenced to a year of court probation and given 100 hours of community service work and fined \$3,000.00 that the People requested to be designated to the California Department of Insurance Automobile Insurance Fraud Fund, on top of the \$755.24 investigative costs that were ordered to be paid to the insurance company. Both the investigative costs and the CDI Fraud Fund Fine have been paid in full.

A medium applicant auto insurance fraud case that was resolved in FY 2020-2021 involved a co-Defendant case where Defendant 1 was an excluded driver on Defendant 2's policy. Defendant 2 was driving Defendant 1's car when he rear ended a car that had stopped ahead of him for a crossing guard. The victim he rear ended called her insurance to report him as the driver. Another witness standing at the school also observed a male driver in the Defendant's car. Defendant 2 initially reports she loaned the car to Defendant 1, but when she is notified that he is an excluded driver, she says she will look into it and stops the report. Defendant 1 later calls back and claims she is the driver and Defendant 2 was not even in the car at the time. Defendant 1 claims that the victim pulled out in front of her, causing Defendant 1 to hit her car. Both Defendant 1 and 2 were charged with violating Penal Code §550(a)(1), and numerous other counts of §550(a)(4), and §550(b)(1). Having no prior record, both each ultimately pled to one count of Penal Code §550(b)(1) as a reduced §17 misdemeanor. Both paid restitution of \$11,000.39, as well as a \$1,500 fine each to the California Department of Insurance Automobile Insurance Fraud Fund as requested by the People. Both were also ordered to do 100 hours of community service hours. As to this date, all terms have been completed.

2. Applicant Question: Task Forces and Agencies

List the governmental agencies and task forces you have worked with to develop potential automobile insurance fraud cases.

Applicant Response:

1. California Department of Insurance
2. Anti-Fraud Alliance
3. Local Law Enforcement
4. Bureau of Automotive Repair
5. National Insurance Crime Bureau
6. California Highway Patrol

3. Applicant Question: Unfunded Contributions

Specify any unfunded contributions and support (i.e., financial, equipment, personnel, and technology) your county provided in Fiscal Year 21-22 to the automobile insurance insurance fraud program.

Applicant Response:

In April 2020, Lead Deputy District Attorney Matthew Olsen was appointed to supervise the Financial Crimes Division, which oversees the Auto Insurance Fraud Unit. Mr. Olsen replaced former unit supervisor Deputy District Attorney Janice Williams, who has subsequently gone on to become a Superior Court Judge. Senior Staff Analyst Jason Aguirre and Accountant Gina Chen are directly employed by the department of the District Attorney and provide assistance and support in the administration of the grant. Additionally, legal secretary Rebecca Ulloa-Villagrana serves as support staff to the Deputy District Attorney and District Attorney Investigator assigned to the Auto Insurance Fraud Unit. All the aforementioned positions are currently funded outside the grant program.

Solano County also continues to equip our District Attorney Investigator and Deputy District Attorney with all the hardware that is necessary for their continued success in the Auto Insurance Fraud program. County vehicles are provided as needed in support of ongoing investigations and/or supplemental activities, such as trainings and meetings with neighboring jurisdictions or allied agencies. All members of the Unit are provided a computer at county expense with access to network printers. Internet access via the county network is provided, and each authorized employee must sign and follow the accompanying County Security Protocol. All staff have access to the JustWare case management database wherein all cases are entered with events, dispositions, sentencing criteria, witness information, etc., which are updated as they occur. The Solano County District Attorney's Office also continues to provide photocopy, telephone, central duplicating, and paging services which are all directly related to the daily needs of the unit. When needed, other District Attorney Investigators will assist the Unit with in-field interviews and arrests. Lastly, transcription services and foreign language interpretation services are provided at county expense as needed to assist in an Auto Insurance Fraud Unit investigation.

4. Applicant Question: Personnel Continuity

Detail and explain the turnover or continuity of personnel assigned to your automobile insurance insurance fraud program. Include any rotational policies your county may have.

Applicant Response:

In April 2020, Lead Deputy District Attorney Matthew Olsen was appointed to supervise the Financial Crimes Division, which oversees the Workers' Compensation Fraud Unit. Mr. Olsen has spent over 17 years as a criminal prosecutor with Solano County. Mr. Olsen has extensive experience in multiple areas of practice which include complex civil enforcement litigation, criminal felony prosecutions and grand jury investigations. Mr. Olsen replaced Deputy District Attorney Janice Williams, who previously served in the supervisor position since April 2017 and has gone on to become a Superior Court Judge. Ms. Williams had been successful in reaching out and establishing cohesive working relationships with members of the CDI regional office - Golden Gate Division, AFA, BAR and NICB. Mr. Olsen has continued these efforts. He has a prior established relationship with BAR through his work in the consumer protection field. Mr. Olsen has also established and reinforced close working relationships between Solano County and the aforementioned agencies/departments through his case work in the Workers' Compensation Fraud Unit, which is the other CDI grant-funded unit he supervises.

Deputy District Attorney Irene Chew joined the Auto Insurance Fraud Unit in April 2017. She has been with the Solano County District Attorney's Office since August 2000, handling various caseloads including general felonies, prison crimes, post-release community supervision, welfare fraud and workers' compensation fraud. Since joining the Unit, Ms. Chew has successfully handled 46 auto insurance fraud cases, including the successful prosecution of a jury trial that resulted in the defendant being sentenced to state prison.

On April 11, 2018, District Attorney Investigator Steven Begley joined the unit. He brought over 40 years of law enforcement experience, including 20 years with the Solano County Sheriff's Office and 20 years with the California Department of Insurance, Fraud Division. He had also worked three years as a Team Manager for Liberty Mutual, Special Investigations Unit. Mr. Begley arrested over 200 individuals for insurance fraud on both the state and federal level and testified as an expert witness regarding auto insurance fraud in Sonoma County Superior Court. He also served as a past president of the Northern California Fraud Investigators Association (AFA).

On October 28, 2021, Investigator Begley retired, and the position remained vacant until his replacement was found. Investigator Kelly Dixon joined the Unit on January 18, 2022. Investigator Dixon has 31 years of law enforcement experience, 28 of which he obtained with the California Highway Patrol. He spent 11 years as a CHP Investigator, specializing in vehicle theft related crimes. He is a P.O.S.T. certified Vehicle Theft and Computer Crimes Investigator, has worked on a number of federal, state, and local task forces, and has supervised and managed statewide investigative units. After retiring from the CHP as a lieutenant, Investigator Dixon worked for the Rio Vista Police Department as their Criminal Investigator before coming to work for the District Attorney's Office in 2020. Over the course of his career, he has attended approximately 1700 hours of specialized law enforcement training.

5. Applicant Question: Frozen Assets Distribution

Were any frozen assets distributed in the current reporting period?

If yes, please describe. Assets may have been frozen in previous years.

Applicant Response:

No

Applicant Comment:

None

Sub Section Name: Staffing

1. Applicant Question: Staffing List

Complete the chart and list the individuals billed to the program, including prosecutor(s), investigator(s), and support staff. Include any vacant positions to be filled.

For each, list the percentage of time devoted to the program and the start and end dates the individual is billed to the program.

Applicant Response:

Name	Role	Start Date	End Date (leave blank if N/A)	% Time
Irene Chew	Prosecutor	04/03/2017		40
Steve Begley	Investigator	04/11/2018	10/28/2021	100
Kelly Dixon	Investigator	01/18/2022		100

2. Applicant Question: FTE and Position Count

Complete the FTE and Position Chart, summarizing the positions listed in the previous question.

The chart should match what you will be entering in the budget. The budget entry will roll over into Post Award.

Applicant Response:

Salary by Position	# of Positions	FTE (1.00 = 2080 hours/year)
Supervising Attorneys		
Attorneys	1	.40
Supervising Investigators		
Investigators (Sworn)	1	1.00
Investigators (Non-Sworn)		
Investigative Assistants		
Forensic Accountant/Auditor		
Support Staff Supervisor		
Paralegal/Analyst/Legal Assistant/etc.		
Clerical Staff		
Student Assistants		
Over Time: Investigators		
Over Time: Other Staff		
Salary by Position, other		
	Total: 2.00	Total: 1.40

3. Applicant Question: Organizational Chart

Upload and attach to this question an Organizational Chart; label it "22-23 AUTO (county name) Org Chart".

The organizational chart should outline:

- *Personnel assigned to the program. Identify their position, title, and placement in the lines of authority to the elected district attorney.*
- *The placement of the program staff and their program responsibility.*

Applicant Response:

[22-23 Auto Solano County Org Chart 063022.pdf](#) - PDF FILE

Sub Section Name: Problem Statement & Program Strategy**1. Applicant Question:** Problem Statement

Describe the types and magnitude of automobile insurance fraud (e.g., applicant, medical/legal provider, staged collisions, insider fraud, fraud ring, capping, and economic vehicle theft) relative to the extent of the problem specific to your county.

Use local data or other evidence to support your description.

Applicant Response:

Central Solano County is located 35 miles from Sacramento and approximately 32 miles northeast of San Francisco and Oakland. Interstate 80 bisects Solano County North and South. Interstate 680, Highway 12, and Interstate 505 also connect Solano with Contra Costa, Napa, and Yolo counties. Solano County houses a military base (Travis Air Force Base) and three state prisons (California Department of Corrections and Rehabilitation, CSP- Solano, California Medical Facility and Delta Conservation Camp) all of which attract populations of semi-transient people, including families of prison inmates and service personnel. The County is centrally located for those working in the outlying counties and is home to many commuters to the Bay Area and Sacramento Metropolitan locales.

According to data provided by the US Census Bureau updated 7/1/2021, Solano County has approximately 451,716 residents, which is an increase from the data provided in July 2019 (447,643 residents). The monthly labor force data from December 2021 indicates that Solano County has a civilian labor force of 203,100, an unemployment rate of 5.2%, and a median per capita income of \$84,638. Per the Solano Economic Development Corporation, the key to Solano County's successful economy is the competitiveness to attract and retain businesses providing jobs for Solano County residents and affordable housing when compared to prices in the Bay Area.

The Solano County District Attorney's Office recognizes that auto insurance fraud is a substantial problem in the region. A significant portion of auto insurance fraud cases in Solano County involve false and fraudulent claims filed by applicants.

A fraudulent scheme commonly encountered within Solano County is what is colloquially known as the "crash and buy". These cases involve drivers who fail to carry the mandatory insurance coverage when involved in a collision resulting in vehicle damage and/or injuries. The drivers then purchase an insurance policy after-the-fact and file a claim with a false date of loss, post-dating the loss to a date after the insurance policy inception. The drivers file a false claim with the expectation that the insurance company will pay for the damages and/or health care when, in fact, they did not have insurance coverage at the time of the collision.

Another common fraud scheme involves an applicant filing multiple claims for the same damage. This situation occurs when an insurance claim is paid due to damage from a legitimate accident or collision. The applicant receives payment from the claim, but chooses not to repair the vehicle. The applicant then cancels the existing policy and purchases a new policy from a different insurance company. The applicant subsequently files a false and fraudulent claim for a new "collision" and lists the same unrepaired damage from the first claim. The applicant expects the second insurance company to pay on the false claim for the same damages paid out by the first insurance company.

Other types of auto insurance fraud committed in Solano County include staged vehicle collisions, arsons committed by policyholders for financial gain, and auto body shops that fraudulently bill insurance companies for new replacement parts that are not used for the covered repairs and/or billing for work that was not performed per the written estimate. Solano County has also experienced cases involving false documents, such as altered medical bills and false auto repair bills.

Solano County recognizes the negative impact automobile insurance fraud has on the local and statewide economy as a whole. We are also aware that fraudulent behavior continues to exist within our community and increases the cost of insurance for all consumers. Solano County would like to expand our efforts in combating automobile insurance fraud cases while continuing to balance the workable insurance fraud cases within our other divisions.

2. Applicant Question: Problem Resolution Plan

Explain how your county plans to resolve the problem described in your problem statement. Include improvements in your program.

Information regarding investigations should be given a reference number and details provided only in the Confidential Section, question 2, and marked "Problem Resolution".

Applicant Response:

The Automobile Insurance Fraud Unit will continue to work with our regional CDI, BAR, and local police agencies to coordinate investigations throughout the fiscal year. Although Investigator Begley's years of experience in both law enforcement and in the insurance industry will be missed, Investigator Dixon is also highly qualified and brings with him a tremendous amount of requisite experience and background. By harnessing this breadth of experience, the unit expects to be able to investigate a larger number of viable cases, as well as more complex cases. Between Investigator Begley and Investigator Dixon, Solano County investigators reviewed 191 suspected fraud claims during FY 2021-22. After review, 9 suspected fraud claims have resulted in active investigations being opened and/or submitted for prosecution, as well as 11 cases carried over from the prior fiscal year. The District Attorney's Office will also continue to contribute the unfunded resources detailed above in support of the Unit's efforts.

3. Applicant Question: Plans to Meet IC Goals

What are your plans to meet the announced goals of the Insurance Commissioner?

If these goals are not realistic for your county, please state why they are not, and what goals you can achieve. Include your strategic plan to accomplish these goals. *Copies of the Goals can be found in the Announcement Attachments, 4g.*

Applicant Response:

Maintaining **Public Safety** is a goal that the Solano County District Attorney's Office shares alongside the Commissioner. Protecting the public means that Solano County must take a strong stand against traffic collisions that have been fraudulently staged upon our roadways. Additionally, we remain committed to a high level of enforcement against vendors who provide faulty vehicle repairs. Such unscrupulous vendors can result in dangerous and unsafe vehicles being driven on our roadways and being used as the instrumentation in insurance scams. As a result of these ongoing efforts, the Solano County District Attorney's Office had previously employed a very experienced part-time investigator to make it possible to investigate more complex cases. We do not anticipate that the changeover in investigators will be anything but positive due to the equally experienced replacement we were fortunate enough to obtain. The case targets continue to include multiple-defendant cases, staged collisions, fraud rings, illegitimate auto body shops, and joint undercover operations with Golden Gate Branch of CDI.

Solano County is cognizant of the significant amount of fraud committed by the **Medical-Legal Providers** within the County and the State as a whole. In an effort to expand our capacity to effectively investigate these types of cases, the Solano County District Attorney's Office employs a highly experienced part-time investigator who works jointly with the Golden Gate Branch of CDI. It is our intent to continue to efficiently deploy these resources in order to combat the proliferation of fraud within the county.

Lead DDA Matthew Olsen has spent his time in the unit interacting with and cultivating close working relationships with the California Department of Insurance, AFA, BAR, NICB and local law enforcement. Mr. Olsen and the rest of the unit intend to continue the work started by their predecessors in an ongoing effort to meet the goal of **Performance and Continuity within the Program**. DDA Olsen has several pre-existing relationships with certain allied agencies and has already established solid working relationships with members of the CDI regional office - Golden Gate Division, AFA, BAR and NICB.

Deputy District Attorney Irene Chew continues to meet, on a regular basis, with the California Department of Insurance investigators to go over cases investigated. Additionally, she regularly attends various meetings held by the California Department of Insurance, AFA, BAR, NICB and local law enforcement to solidify continuing working relationships with them.

The Solano County District Attorney's Office Automobile Insurance Fraud Unit was fortunate enough to have the services of Investigator Steven Begley since April 2018. Although he will certainly be missed, we are looking forward to taking advantage of the significant experience Investigator Kelly Dixon now brings to the position.

Outreach continues to be a major component of deterrence and had undoubtedly suffered some significant setbacks due to the COVID-19 pandemic. Prior to the 2020 shutdown, Solano County's Community Prosecution Team participated in approximately 25 large scale events each year in efforts to educate the public on victim's rights and crime prevention. Members of Solano County's Automobile Insurance Fraud Unit would consistently attend these events in conjunction with the Community Prosecution Team to educate the public on the wide array of negative impacts fraud has on the community. The unit is proud to announce an immediate return to in-person events during FY 2022-2023 and has already attended several events beginning in May 2022, which include the Dixon Mayfair, Vacaville Fiesta Days, the Travis AFB Air Show and the Vallejo Filipino Cultural Festival. The unit remains committed to broadening the public's awareness and encouraging the reporting of automobile insurance fraud. The unit believes these efforts will serve to benefit the public and likely result in the generation of more local cases that are well-suited for successful prosecution.

The unit has also continued their advertising campaign that originally began in FY 2018-2019. Print ads have once again been featured on city buses in the City of Fairfield and the City of Vacaville, and this campaign continued into the early part of 2022. Furthermore, the unit has produced and deployed multiple video ads, which are currently running at all three local DMV field offices in Solano County. These ads are anticipated to continue to run through FY 22-23, assuming the funding is secured. The unit continues to maintain a dedicated email address for complaints to be sent directly to our investigator. The unit has also worked to develop updated publications for distribution at upcoming community outreach events in anticipation of the return to in-person gatherings.

In terms of meeting the goal of a **Balanced Caseload**, the unit intends to continue our focus on prosecuting the most prevalent schemes we encounter. While those tend to be "crash and buy" cases and duplicate claims for the same damage, the Unit is still cognizant of the ever-changing landscape in Automobile Insurance Fraud. Therefore, the Unit is committed to adapting as needed. The Unit is committed to expanding its capacity to take on more complex cases such as multiple-defendant cases, staged collisions, fraud rings, illegitimate auto body shops, and joint undercover operations with the Golden Gate Branch of the California Department of Insurance and BAR.

4. Applicant Question: Multi-Year Goals

What specific goals do you have that require more than a single year to accomplish?

Applicant Response:

The retirement of Investigator Begley was significant, as he had begun conducting trainings for the traffic units of local police agencies in Solano County. Investigator Dixon has the requisite experience and background to pick up where Investigator Begley left off, however we do anticipate it will involve a reasonable adjustment period.

5. Applicant Question: Restitution and Fines

Describe the county's efforts and the district attorney's plan to obtain restitution and fines imposed by the court to the Automobile Fraud Account.

Applicant Response:

The collection of restitution remains an important priority and consideration when negotiating dispositions of Automobile Insurance Fraud cases. The Unit's current policy is to incorporate this consideration into all plea agreements, when appropriate. Once cases have resolved, either by trial or plea, the Unit continues to monitor the collection of restitution, investigative costs and fines deemed payable to the Automobile Fraud Account. In cases of delinquent payment, the unit files the appropriate paperwork to violate the defendant's probation grant.

6. Applicant Question: Restitution Numbers

Provide the amount of restitution ordered and collected for the past five fiscal years.

If this information is not available, provide an explanation.

Applicant Response:

Fiscal Year	Restitution Ordered	Restitution Collected
2021-22	\$10,891.00	\$10,687.00
2020-21	\$16,640.00	\$15,790.00
2019-20	\$17,988.00	\$16,750.00
2018-19	\$9,736.00	\$5,357.00
2017-18	\$18,804.00	\$18,804.00
	Total: \$74,059.00	Total: \$67,388.00

Applicant Comment:

The entire amount ordered during FY 2018-19 was the result of one case in which the defendant was sentenced to State Prison. Therefore, the remaining balance will be collected through CDCR.

7. Applicant Question: Utilization Plan

Your budget provides the amount of funds requested for Fiscal Year 22-23.

Provide a brief narrative description of your utilization plan for the Fiscal Year 22-23 requested funds.

If an increase is being requested, please provide a justification. Any information regarding investigations should be given a reference number and details provided only in the Confidential Section, question 2, and marked "Utilization Plan."

Applicant Response:

The current funding request does not exceed the amount requested in FY 2021-22 (\$179,104). However, any increased funding received will be appropriated for personnel costs. DDA Irene Chew was promoted to Attorney Grade IV, as reflected in the funding request for the previous fiscal year (FY 2021-22). The currently submitted personnel budget continues to reflect this change. Although the unit lost an investigator to retirement during FY 2021-22, his replacement was found shortly thereafter, and the Automobile Insurance Fraud Unit is still committed to expanding our capacity to work viable cases. Therefore, any increased funding received will be prioritized towards personnel costs, thereby allowing us to expand our overall investigations and prosecutions in auto insurance fraud cases.

Sub Section Name: Training and Outreach**1. Applicant Question:** Training Received

List the insurance fraud training received by each county staff member in the automobile fraud unit during Fiscal Year 21-22.

Applicant Response:

Name	Training Date	Provider	Location	Topic	Hours Credit
Irene Chew	04/13/2022	Anti-Fraud Alliance Annual Conference	Monterey, CA	Insurance Fraud	11
Irene Chew	10/19/2021	CDAA Fraud Symposium	Carlsbad, CA	WC/Auto Fraud	9
Irene Chew	03/22/2022	GGWCF Consortium	Virtual	WC Fraud in Cannabis Business	1
Irene Chew	03/15/2022	CDI	Virtual	Grant Workshop	3.5
Irene Chew	03/08/2022	AFA	Virtual	Metadata & Open Source Investigations	2
Irene Chew	02/16/2022	GGWCF Consortium	Virtual	Premium & Medical Provider Fraud	4
Irene Chew	01/25/2022	GGWCF Consortium	Virtual	Forged Documents	1
Irene Chew	12/16/2021	AFA	Virtual	COVID-19 & Telemedicine	2
Irene Chew	09/22/2021	GGWCF Consortium	Virtual	Wage Theft & Human Trafficking	1
Irene Chew	09/14/2021	AFA	Virtual	Forged Documents	2
Irene Chew	07/14/2021	GGWCF Consortium	Virtual	Seize & Freeze Laws	1
Irene Chew	06/14/2022	AFA	Virtual	CDI SIU Compliance Program Presentation	2
Kelly Dixon	04/14/2022	Anti-Fraud Alliance Annual Conference	Monterey, CA	Insurance Fraud	11
Steve Begley	09/14/2021	AFA	Virtual	Forged Documents	2
Kelly Dixon	03/08/2022	AFA	Virtual	Metadata & Open Source Investigations	2

2. Applicant Question: Training and Outreach Provided

Upload and attach the Training and Outreach Provided form in Excel; label it "22-23 AUTO (county name) Training and Outreach Provided"

If, in the form, you listed any "Other, Specify" provide a brief explanation here; other additional comments are optional. The blank form is located in the Announcement Attachments, 1a.

Applicant Response:

Label attachment "22-23 AUTO (County) Training and Outreach"

Attachment:

[22-23 Auto Solano County Training and Outreach Provided.xlsx](#) - EXCEL DOCUMENT

3. Applicant Question: Future Training and Outreach

Describe what kind of training/outreach you plan to provide in Fiscal Year 22-23.

Applicant Response:

As COVID-19 restrictions continue to ease, the Solano County District Attorney's Office Automobile Insurance Fraud Unit has already begun to return to in-person outreach at seasonal local events. We also hope to engage our new investigator in expanding our efforts to include regular trainings for the traffic units of local police agencies. The Unit intends to make these trainings available on a continuous basis, as they may be successful in helping identify new potential case referrals from previously unknown sources. The Unit also continues its efforts at redesigning new trifold brochures to distribute to police agencies, as well as developing new brochures for the general public.

Sub Section Name: Joint Plan

1. Applicant Question: Joint Plan

Upload your AUTO Joint Plan and label it "22-23 AUTO (county name) Joint Plan".

Each County is required to develop a Joint Plan with their CDI Regional Office, to be signed and dated by the Regional Office Captain and the Prosecutor in Charge of the Grant Program. Additional information is in the Announcement Attachments, 3c, and also copied into the attached instructions to this question.

Applicant Response:

Confirm signed and dated by all parties.

Attachment:

[22-23 Auto Solano County Joint Plan.pdf](#) - PDF FILE

Section Name: Investigation Case Reporting

Sub Section Name: Investigation Case Information Relating to Questions

1. Applicant Question: County Plan Investigation Information

Regarding the County Plan, Qualifications and Successes, Question One: include here any investigation case information. *The reference number/citation used in the question narrative response should be repeated here. If no investigation information was referenced, mark the N/A response. Task Force cases should specifically name the task force and your county personnel's specific involvement/role in the case.*

Applicant Response:

Not Applicable

Applicant Comment:

Not Applicable

2. Applicant Question: Program Strategy Investigation Information

Regarding the Problem Statement & Program Strategy: Include here any investigation case information.

Be sure you include the reference number/citation used in the question narrative response again here. If no investigation information was referenced, mark the N/A response. Task Force cases should specifically name the task force and your county personnel's specific involvement/role in the case.

Applicant Response:

Not Applicable

Applicant Comment:

Not Applicable

Sub Section Name: Reporting on All Investigations

1. Applicant Question: Investigation Case Activity

Upload, mark Confidential, and attach the completed 22-23 AUTO (county name) Investigation Case Activity.

*This document requires information regarding each investigation case that was reported in FORM 7, DAR, Section III C (Investigations). Two of the three reporting components are case counts only. The total of the case counts in Part 1 and Part 2, along with the number of case entries in Part 3, should equal your total investigation case count reported in the DAR Section III. **Do NOT substitute descriptions in Part 3 in lieu of case counts for Part 1 and Part 2.** Further details are provided in the instructions attached to this question. The blank form is located in the Announcement Attachments, 1bii.*

Applicant Response:

[22-23 Auto Solano Confidential Investigation Case Activity.pdf](#) - PDF FILE

Sub Section Name: New Investigation Information for Cases in Court

1. Applicant Question: Cases in Court Investigation Case Activity

Do you have NEW Investigation Information for cases that started the year in prosecution that you want to include? This section is optional.

*If you do have cases to report, download Announcement Attachment 1c, label it "**22-23 AUTO (county name) Cases in Court Investigation Case Activity**" **upload and mark confidential**, then attach to this question.*

Other than current status, no prosecution case information should be included.

Applicant Response:

No

BUDGET REPORT

Project Name: 23-24 Auto Solano County
Applicant Organization: Solano
Application ID: App-23-210
Requested Amount: \$206,077.00
Funding Announcement Name: FY 23-24 Automobile Insurance Fraud Program



Expand All	Direct	Total
► Salary By Position	\$156,295.00	\$156,295.00
Supervising Attorneys		
Attorneys	\$85,515.00	\$85,515.00
Supervising Investigators		
Investigators (Sworn)	\$70,780.00	\$70,780.00
Investigators (Non-Sworn)		
Investigative Assistants		
Forensic Accountant/Auditor		
Support Staff Supervisor		
Paralegal/Analyst/Legal Assistant/etc.		
Clerical Staff		
Student Assistants		
Over Time: Investigators		
Over Time: Other Staff		
Salary By Position - other		

Expand All	Direct	Total
Benefits	\$45,735.00	\$45,735.00
► Operating Expenses, General	\$2,000.00	\$2,000.00
Grant Indirect Costs - 10% method; grant indirect cost plan must be uploaded in application (choose only 1 indirect cost method)		
Grant Indirect Costs - 5% method; grant indirect cost plan must be uploaded in application (choose only 1 indirect cost method)		
Outreach		
Audit	\$2,000.00	\$2,000.00
Forensic Accounting Services		
Expert Consultant Fees		
Witness Fees/Litigation Fees		
Undercover Operation Expenses		
Office Supplies		
Office Space/Facility Fees		
IT Services		
Communications (phone, etc.)		
Membership Dues/Publications		
Operating Expenses, General - other		
► Operating Expenses, Detailed	\$2,047.00	\$2,047.00
Insurance (i.e., General Liability, Workers' Comp, etc.; identify in narrative)	\$2,047.00	\$2,047.00
Vehicle Fuel and Maintenance for grant purchased vehicles (identify number of vehicles in narrative)		
Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased vehicles; identify number of vehicles in narrative)		

Expand All	Direct	Total
Vehicle Parking (identify number of vehicles in narrative)		
Software Renewal (identify in narrative)		
Software Purchase (identify and provide justification in narrative)		
Minor Equipment as defined in instructions (identify in narrative IF over \$1,000 combined total)		
Equipment Lease/Maintenance (identify in narrative)		
Operating Expenses, Detailed - other		
► Operating Expenses, Travel and Training		
Travel - In CA (include costs such as hotel, airfare, and rental car for travel associated with investigation and/or training)		
Travel - Out of CA (identify state and purpose in narrative and include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training)		
Training - In CA (include registration fees)		
Training - Out of CA (identify state and purpose in narrative, and include registration fees)		
Operating Expenses, Travel and Training - other		
► Equipment		
Computers (provide justification and % billed to each program in narrative)		
Printers/Scanners (provide justification and % billed to each program in narrative)		
Vehicles (provide justification and % billed to each program in narrative)		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)		
Equipment - other		
Total	\$206,077.00	\$206,077.00

Budget Justification		Budget Calculations		Budget Narrative	
► Salary By Position					

Supervising Attorneys		
Attorneys	No. of Positions: 1 Total FTE: 0.4	Total Cost: \$85,515.00 Total Requested Amount: \$85,515.00
Supervising Investigators		
Investigators (Sworn)	No. of Positions: 1 Total FTE: 0.5	Total Cost: \$70,780.00 Total Requested Amount: \$70,780.00
Investigators (Non-Sworn)		
Investigative Assistants		
Forensic Accountant/Audit or		
Support Staff Supervisor		
Paralegal/Analyst/Legal Assistant/etc.		
Clerical Staff		
Student Assistants		
Over Time: Investigators		
Over Time: Other Staff		
Salary By Position - other		
Benefits		

► Operating Expenses, General	
Grant Indirect Costs - 10% method; grant indirect cost plan must be uploaded in application (choose only 1 indirect cost method)	
Grant Indirect Costs - 5% method; grant indirect cost plan must be uploaded in application (choose only 1 indirect cost method)	
Outreach	
Audit	
Forensic Accounting Services	
Expert Consultant Fees	
Witness Fees/Litigation Fees	
Undercover Operation Expenses	
Office Supplies	

Office Space/Facility Fees	
IT Services	
Communications (phone, etc.)	
Membership Dues/Publication s	
Operating Expenses, General - other	
► Operating Expenses, Detailed	
Insurance (i.e., General Liability, Workers' Comp, etc.; identify in narrative)	Liability Insurance: \$2047.00
Vehicle Fuel and Maintenance for grant purchased vehicles (identify number of vehicles in narrative)	

Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased vehicles; identify number of vehicles in narrative)		
Vehicle Parking (identify number of vehicles in narrative)		
Software Renewal (identify in narrative)		
Software Purchase (identify and provide justification in narrative)		
Minor Equipment as defined in instructions (identify in narrative IF over \$1,000 combined total)		

Equipment Lease/Mainten ance (identify in narrative)		
Operating Expenses, Detailed - other		
► Operating Expenses, Travel and Training		
Travel - In CA (include costs such as hotel, airfare, and rental car for travel associated with investigation and/or training)		
Travel - Out of CA (identify state and purpose in narrative and include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training)		

Training - In CA (include registration fees)		
Training - Out of CA (identify state and purpose in narrative, and include registration fees)		
Operating Expenses, Travel and Training - other		
► Equipment		

Computers (provide justification and % billed to each program in narrative)		
Printers/Scanner s (provide justification and % billed to each program in narrative)		
Vehicles (provide justification and % billed to each program in narrative)		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)		
Equipment - other		

**INSURANCE COMMISSIONER
OF THE STATE OF CALIFORNIA**

GRANT AWARD AGREEMENT

**Fiscal Year 2023-24
Automobile Insurance Fraud Program**

The Insurance Commissioner of the State of California hereby makes an award of funds to **Solano County**, Office of the District Attorney, in the amount and for the purpose and duration set forth in this grant award.

This grant award consists of this agreement and the application for the grant and made a part hereof. By acceptance of the grant award, the grant award recipient agrees to administer the grant project in accordance with all applicable statutes, regulations and the grant application.

Duration of Grant: The grant award is for the program period, **July 1, 2023** through **June 30, 2024**.

Purpose of Grant: This grant award is made pursuant to the provisions of California Insurance Code §1872.8 and shall be used solely for the purposes of enhanced investigation and prosecution of automobile insurance fraud and economic car theft cases.

Amount of Grant: The grant award agreed to herein is in the amount of **\$162,076**. This amount has been determined by the Insurance Commissioner. However, the actual total award amount for the county is contingent on the collection and the authorization for expenditure pursuant to the Government Code §13000 et seq. The grant award shall be distributed pursuant to §1872.8 of the Insurance Code and to the California Code of Regulations Sub-Chapter 9, Article 4, §2698.65.

Krishna A. Abrams

District Attorney

DocuSigned by:

Jason Aguirre

86C9D8ED7DEE4EA...

Authorized Official

Name: **Jason Aguirre**

Title: Senior Staff Analyst

Date: 10/16/2023

RICARDO LARA

Insurance Commissioner

DocuSigned by:

George Mueller

64CCDC759E104D8...

Authorized Official

Name: **George Mueller**

Title: Deputy Commissioner

Date: 11/14/2023

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure.

DocuSigned by:

Crista Hill

1DE71081B1E14D7...

Crista Hill, Division Chief/Budget Officer,
Financial and Business Management Division, CDI

11/16/2023

Date



RICARDO LARA
CALIFORNIA INSURANCE COMMISSIONER

Sent via email

March 14, 2024

Jason Aguirre
Staff Analyst Sr.
Solano County District Attorney's Office
675 Texas Street, Suite 4500
Fairfield, CA 94533

RE: Modified Budget #2 for the Automobile Insurance Fraud Program, Fiscal Year 2023-24

Dear Mr. Aguirre:

The Local Assistance Unit has carefully reviewed the attached modified budget request for the Automobile Insurance Fraud Program in the amount of **\$188,287**. The budget modification is approved and includes the following:

FY 2022-23 Audited Carryover:	\$13,891
FY 2023-24 Base Grant Award:	\$162,076
FY 2023-24 Additional Grant Award:	<u>\$12,320</u>
FY 2023-24 Total Funding:	\$188,287

Thank you for your commitment to the program. Through our coordinated efforts, we make a difference in the fight against automobile insurance fraud in California. For questions, please contact me at (916) 854-5874 or lau@insurance.ca.gov.

Sincerely,

Sara Marshall

Sara Marshall
Program Analyst
Local Assistance Unit
California Department of Insurance

Attachment

FY 23-24 Modified Budget # 2

COUNTY NAME: Solano County

PROGRAM: Automobile Insurance Fraud Prorgam

Salary by Position	Total \$ for line item	# of Positions	FTE
Supervising Attorneys			
Attorneys	\$ 85,412	1	0.4
Supervising Investigators			
Investigators (Sworn)	\$ 59,498	1	0.5
Investigators (Non-Sworn)			
Investigative Assistants			
Forensic Accountant/Auditor			
Support Staff Supervisor			
Paralegal/Analyst/Legal Assistant/etc.			
Clerical Staff			
Student Assistants			
Over Time: Investigators			
Over Time: Other Staff			
Salary by Position, other (<i>auto-generated</i>) <i>*Do not use</i>			
Salary Total	\$ 144,910		

Benefits	\$ 43,377		
-----------------	------------------	--	--

Personnel Services Total	\$ 188,287
---------------------------------	-------------------

FY 23-24 Modified Budget # 2

COUNTY NAME: Solano County

PROGRAM: Automobile Insurance Fraud Program

Operating Expenses, General	Total \$ for line item
Grant Indirect Costs - 10% method; grant indirect cost plan must be uploaded in application (<i>choose only 1 indirect cost method</i>)	
Grant Indirect Costs - 5% method; grant indirect cost plan must be uploaded in application (<i>choose only 1 indirect cost method</i>)	
Outreach	
Audit	
Forensic Accounting Services	
Expert Consultant Fees	
Witness Fees/Litigation Fees	
Undercover Operation Expenses	
Office Supplies	
Office Space/Facility Fees	
IT Services	
Communications (<i>phone, etc.</i>)	
Membership Dues/Publications	
Operating Expenses, General, other (<i>auto-generated</i>) <i>*Do not use</i>	
Operating Expenses, General Sub-Total	\$ -

Operating Expenses, Detailed	Total \$ for line item
Insurance (i.e., General Liability, Workers' Comp, etc.; <i>identify in narrative</i>)	
<i>Narrative:</i>	
Vehicle Fuel and Maintenance for grant purchased vehicles (<i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased vehicles; <i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Vehicle Parking (<i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Software Renewal (<i>identify in narrative</i>)	
<i>Narrative:</i>	
Software Purchase (<i>identify and provide justification in narrative</i>)	
<i>Narrative:</i>	
Minor Equipment as defined in instructions (<i>identify in narrative IF over \$1,000 combined total</i>)	
<i>Narrative:</i>	
Equipment Lease/Maintenance (<i>identify in narrative</i>)	
<i>Narrative:</i>	
Operating Expenses, Detailed, other (<i>auto-generated</i>) <i>*Do not use</i>	
<i>Narrative:</i>	
Sub-Total	\$ -

Operating Expenses, Travel and Training	Total \$ for line item
Travel - In CA (Include costs such as hotel, airfare, and rental car associated with investigation and/or training. <i>In narrative identify purpose, number of staff, and FTE</i>).	
<i>Narrative:</i>	
Travel - Out of CA (Include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training. <i>In narrative identify state, purpose, number of staff, and FTE</i>).	
<i>Narrative:</i>	
Training - In CA (Include registration fees. <i>In narrative identify purpose, number of staff, and FTE</i>).	
<i>Narrative:</i>	
Training - Out of CA (Include registration fees. <i>In narrative identify state, purpose, number of staff, and FTE</i>).	
<i>Narrative:</i>	
Operating Expenses, Travel and Training, other (auto-generated) <i>*Do not use</i>	
<i>Narrative:</i>	
Sub-Total	\$ -
Operating Expense Total (General + Detailed + Travel & Training)	\$ -

FY 23-24 Modified Budget # 2

COUNTY NAME: Solano County

PROGRAM: Automobile Insurance Fraud Program

Equipment	Total \$ for line item	% Billed to Program
Computers (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Printers/Scanners (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Vehicles (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)		
<i>Narrative:</i>		
Equipment, other (auto-generated) <i>*Do not use without speaking to LAU first</i>		
<i>Narrative:</i>		
Equipment Total	\$ -	

Program Budget Total	\$ 188,287
-----------------------------	-------------------



RICARDO LARA
CALIFORNIA INSURANCE COMMISSIONER

February 6, 2024

via email

Jason Aguirre
Staff Analyst Sr.
Solano County District Attorney's Office
675 Texas Street, Suite 4500
Fairfield, CA 94533

RE: Fiscal Year (FY) 2022-23 Carryover and FY 2023-24 Modified Budget –
Automobile Insurance Fraud Program

Dear Jason Aguirre:

We received your County's request to carryover audited unexpended FY 2022-23 Automobile Insurance Fraud Program grant funds into FY 2023-24. After careful review, **FY 2022-23 Carryover in the amount of \$13,891 and the attached FY 2023-24 modified budget are approved.**

FY 2023-24 grant funding is:

FY 2022-23 Carryover Approval:	\$13,891
FY 2023-24 Grant Award:	\$162,076
FY 2023-24 Total Funding:	\$175,967

Thank you for your commitment to the program. Through our coordinated efforts, we make a difference in the fight against automobile insurance fraud in California. For questions, please contact Sara Marshall, Auto Program Analyst, at (916) 854-5818 or LAU@insurance.ca.gov.

Sincerely,

Felicia Lieb

Felicia Lieb
Deputy Chief, Fraud Division

cc: Matt Olsen, Deputy District Attorney

FY 22-23 into FY 23-24 Carryover Budget

COUNTY NAME: Solano County

PROGRAM: Automobile Insurance Fraud Program

Salary by Position	Total \$ for line item	# of Positions	FTE
Supervising Attorneys			
Attorneys	\$ 85,412	1	0.4
Supervising Investigators			
Investigators (Sworn)	\$ 47,178	1	0.5
Investigators (Non-Sworn)			
Investigative Assistants			
Forensic Accountant/Auditor			
Support Staff Supervisor			
Paralegal/Analyst/Legal Assistant/etc.			
Clerical Staff			
Student Assistants			
Over Time: Investigators			
Over Time: Other Staff			
Salary by Position, other (auto-generated) *Do not use			
Salary Total	\$ 132,590		

Benefits	\$ 43,377		
-----------------	------------------	--	--

Personnel Services Total	\$ 175,967
---------------------------------	-------------------

FY 22-23 into FY 23-24 Carryover Budget

COUNTY NAME: Solano County

PROGRAM: Automobile Insurance Fraud Program

Operating Expenses, General	Total \$ for line item
Grant Indirect Costs - 10% method; grant indirect cost plan must be uploaded in application (<i>choose only 1 indirect cost method</i>)	
Grant Indirect Costs - 5% method; grant indirect cost plan must be uploaded in application (<i>choose only 1 indirect cost method</i>)	
Outreach	
Audit	
Forensic Accounting Services	
Expert Consultant Fees	
Witness Fees/Litigation Fees	
Undercover Operation Expenses	
Office Supplies	
Office Space/Facility Fees	
IT Services	
Communications (<i>phone, etc.</i>)	
Membership Dues/Publications	
Operating Expenses, General, other (<i>auto-generated</i>) <i>*Do not use</i>	
Operating Expenses, General Sub-Total	\$ -

Operating Expenses, Detailed	Total \$ for line item
Insurance (i.e., General Liability, Workers' Comp, etc.; <i>identify in narrative</i>)	
<i>Narrative:</i>	
Vehicle Fuel and Maintenance for grant purchased vehicles (<i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased vehicles; <i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Vehicle Parking (<i>identify number of vehicles in narrative</i>)	
<i># of Vehicles :</i>	
Software Renewal (<i>identify in narrative</i>)	
<i>Narrative:</i>	
Software Purchase (<i>identify and provide justification in narrative</i>)	
<i>Narrative:</i>	
Minor Equipment as defined in instructions (<i>identify in narrative IF over \$1,000 combined total</i>)	
<i>Narrative:</i>	
Equipment Lease/Maintenance (<i>identify in narrative</i>)	
<i>Narrative:</i>	
Operating Expenses, Detailed, other (<i>auto-generated</i>) <i>*Do not use</i>	
<i>Narrative:</i>	
Sub-Total	\$ -

Operating Expenses, Travel and Training	Total \$ for line item
Travel - In CA (include costs such as hotel, airfare, and rental car for travel associated with investigation and/or training)	
<i>Narrative:</i>	
Travel - Out of CA (identify state and purpose in narrative and include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training)	
<i>Narrative:</i>	
Training - In CA (include registration fees)	
<i>Narrative:</i>	
Training - Out of CA (identify state and purpose in narrative, and include registration fees)	
<i>Narrative:</i>	
Operating Expenses, Travel and Training, other (auto-generated) <i>*Do not use</i>	
<i>Narrative:</i>	
Sub-Total	\$ -
Operating Expense Total (General + Detailed + Travel & Training)	\$ -

FY 22-23 into FY 23-24 Carryover Budget

COUNTY NAME: Solano County

PROGRAM: Automobile Insurance Fraud Program

Equipment	Total \$ for line item	% Billed to Program
Computers (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Printers/Scanners (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Vehicles (provide justification and % billed to each program in narrative)		
<i>Narrative:</i>		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)		
<i>Narrative:</i>		
Equipment, other (auto-generated) *Do not use		
<i>Narrative:</i>		
Equipment Total	\$ -	

Program Budget Total

\$ 175,967

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE SOLANO COUNTY DISTRICT ATTORNEY TO SUBMIT A GRANT
APPLICATION TO THE CALIFORNIA DEPARTMENT OF INSURANCE FOR THE
AUTOMOBILE INSURANCE FRAUD PROSECUTION PROGRAM**

Whereas, the Solano County District Attorney desires to continue its Automobile Insurance Fraud Prosecution Program ("Program") for the investigation and prosecution of automobile insurance fraud; and

Whereas, the Program is funded by state monies under California Insurance Code section 1872.8 and distributed and administered by the California Department of Insurance.

Resolved, the Solano County Board of Supervisors authorizes the Solano County District Attorney, on its behalf, to submit a grant application to the California Department of Insurance for funds and to accept those funds to continue the Program for the period July 1, 2023 through June 30, 2024, and to execute any grant award agreement, including any amendments or extensions thereof.

Resolved, it is agreed that any liability arising out of the performance of the Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and the California Department of Insurance disclaim responsibility for any such liability.

Resolved, neither the Board nor the District Attorney may use the grant funds to supplant expenditures controlled by either of them.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024, by the following vote:

AYES: Supervisors _____

NOES: Supervisors _____

EXCUSED: Supervisors _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	17	Status:	Consent Calendar
Type:	Resolution-Honorary	Department:	Resource Management
File #:	24-254	Contact:	Saeed Iravani, 784-6786
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt a resolution proclaiming the month of May 2024 as Building Safety Month in Solano County		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Building Safety Month Resolution, B - Building Safety Month Poster		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Resource Management recommends that the Board adopt a resolution proclaiming the month of May 2024 as Building Safety Month in Solano County.

SUMMARY:

Founded by the International Code Council (ICC), Building Safety Month is celebrated by jurisdictions worldwide during the month of May, along with ICC's 64,000 worldwide members and a diverse partnership of professionals from the building construction, design, and safety community. Corporations, government agencies, professional associations, nonprofits and more come together to support Building Safety Month. This is the 44th year that the ICC has celebrated Building Safety Month.

The goal of Building Safety Month is to improve public safety by increasing awareness of how building codes and code officials create and sustain safe and sustainable structures that improve and protect the places we live, learn, work, worship, and play. The campaign reinforces the need for adoption of modern, model building codes, a strong and efficient system that facilitates construction and code compliance, and a well-trained, professional workforce to maintain the system.

FINANCIAL IMPACT:

The costs associated with preparing this agenda item and the reproduction of handouts provided to the public during Building Safety Month 2024 are nominal and absorbed by the Department's FY2023/2024 Working Budget.

DISCUSSION:

This year's Building Safety Month's theme is "Mission Possible". Each week during Building Safety Month, a

specific building safety issue is highlighted by the ICC. These issues are: Understanding the Mission (Week 1, May 1-5); Preparing a Building Safety Plan (Week 2, May 6-12); Learning From the Pros (Week 3, May 13-19); Engaging Your Community (Week 4, May 20-26); and Celebrating Success in Building Safety (Week 5, May 27-31). Additional information regarding each week's specific building safety issue, and action that can be taken to improve safety, can be found on the Building Safety Month portion of the ICC's web site at www.iccsafe.org.

The Solano County Building Official, building inspectors, plan reviewer, code compliance staff, and permit technicians work in concert with fire prevention officials, architects, engineers, builders, and others in the construction industry to ensure the safety of structures in our community. These individuals and the expertise they bring in an increasingly complex code environment have made great strides in making contemporary buildings safer than those constructed in prior generations. They also assist the community in making the codes understandable to the public to facilitate a smooth and effective permitting process. The results are safer buildings that are far more energy efficient.

During Building Safety Month this year, the Department will be talking to individual clients at the Resource Management counter and encouraging them to take, read, and discuss a variety of handouts, including: "Building Green - Living Better," "Building Codes - How They Can Help You," "Flood Cleanup - Safety and Salvaging," "Careers in Code Enforcement," "Safety Preparedness - Tips for Your Home and Family," "Building Technology: Then and Now," "Benefits of Building Permits," "Prevent Accidents and Save Lives - Pool, Spa and Hot Tub Safety," and "Mold - Tips on Prevention and Control." The public is encouraged to participate and learn about the essentials of building safety in Solano County.

ALTERNATIVES:

The Board of Supervisors could choose not to approve the resolution. This is not recommended because the proclamation supports a planned event occurring in jurisdictions across the country that provides positive exposure for the County and helps to raise public awareness about building safety issues and County services.

OTHER AGENCY INVOLVEMENT:

Solano County is a member of the International Code Council, the sponsor of Building Safety Month. The Code Council develops the most widely used building safety and fire prevention codes in the nation.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2024-

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING THE MONTH OF MAY 2024 AS BUILDING SAFETY MONTH IN SOLANO COUNTY

WHEREAS, our County's continuing efforts to address the critical issues of safety, energy efficiency, water conservation, and resilience in the built environment that affect our residents and visitors, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound; and

WHEREAS, our confidence is achieved through the work of building safety and fire prevention officials, architects, engineers, builders, tradespeople, laborers, and others in the construction industry - who work year-round to ensure the safe construction of buildings; and

WHEREAS, the dedicated members of the International Code Council - use a governmental consensus process to create and implement the highest-quality codes to protect the public in the buildings where we live, learn, work, worship, and play; and

WHEREAS, the International Codes, the most widely adopted building safety and fire prevention codes in the nation, are used by cities, counties, and states; these modern building safety codes also include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods, and earthquakes; and

WHEREAS, "Mission Possible" the theme for Building Safety Month 2024, encourages us all to raise awareness about building safety on a personal, local and global scale, and

WHEREAS, this year, as we observe Building Safety Month, we ask everyone to consider projects to improve building safety at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, BE IT RESOLVED, that the Solano County Board of Supervisors does hereby recognize the month of May 2024 as Building Safety Month in Solano County and encourages residents to join communities across America in raising awareness of the importance of building safety.

Dated this 23rd day of April 2024

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLIN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk



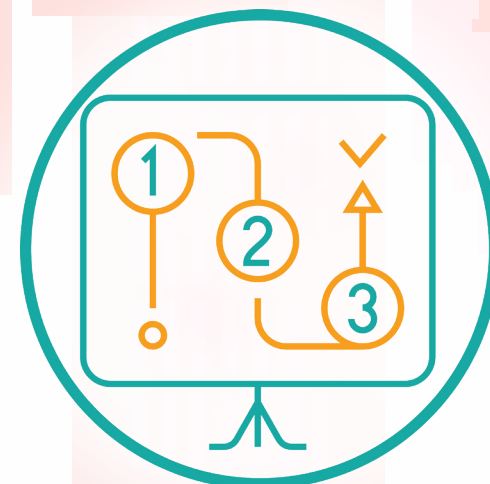
2024

MISSION POSSIBLE



Week 1

Understanding the Mission



Week 2

Preparing a Building Safety Plan



Week 3

Learning from the Pros



Week 4

Engaging Your Community



Week 5

Celebrating Success in Building Safety

Show your commitment to building safety and become a Building Safety Month sponsor.
Visit buildingsafetymonth.org/become-a-sponsor to learn more.

www.buildingsafetymonth.org



#BuildingSafety365    

International Code Council family of solutions

© Copyright 2024 – All Rights Reserved | International Code Council



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	18	Status:	Consent Calendar
Type:	Resolution	Department:	Resource Management
File #:	24-269	Contact:	Matt Tuggle, 784-6072
Agenda date:	04/23/2024	Final Action:	
Title:	Adopt a Resolution of Notice of Intent to vacate a portion of Liberty Island Road (County Road No. 1490) which would include a transfer of APN 0042-190-230 (Bridge Parcel) to the State of California; Approve setting a public hearing date of May 14, 2024 at 9:00 a.m., or as soon thereafter as the matter may be heard, for the proposed vacation		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution of Notice of Intent to Vacate		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Resource Management recommends that the Board:

1. Adopt a Resolution of Notice of Intent to vacate a portion of Liberty Island Road (County Road No. 1490) which would include a transfer of APN 0042-190-230 (Bridge Parcel) to the State of California; and
2. Approve setting a public hearing date of May 14, 2024 at 9:00 a.m., or as soon thereafter as the matter may be heard, for the proposed vacation.

SUMMARY:

In February 2021, the Department of Resource Management received a petition from Ecosystem Investment Partners, LLC (EIP), requesting that the County of Solano vacate a portion of Liberty Island Road (County Road No. 1490), east of the City of Dixon. A project (Project) being pursued by EIP and the California Department of Water Resources (DWR) will include the construction of a new flood control levee and enhance tidal wetlands west of Liberty Island Road. The Project will require the Liberty Island Road levee along Shag Slough to be breached, which also includes removal of the Shag Slough Bridge. The portion of the public roadway being considered for vacation and currently maintained by Solano County begins at Liberty Island, heads west across the Shag Slough Bridge, and then continues northerly for 1.6 miles along Shag Slough. As part of the process, the parcel that contains the Shag Slough Bridge would be transferred to the State of California.

The Department has worked with EIP and DWR to consider the vacation petition and has reviewed the issues related to the road and bridge. The Department recommends that the Board adopt the Resolution of

Notice of Intent and approve setting a public hearing date of May 14, 2024 to consider the proposed vacation.

FINANCIAL IMPACT:

The cost of processing this vacation request is being paid for by EIP and DWR. The vacation of this road will result in a cost savings to the Road Fund due to reduced maintenance needs for the roadway and bridge. Recovered funds for the useful life of the bridge were calculated to total \$399,385 and would be eligible for reuse on other federal aid eligible projects. There is no impact to the General Fund. The cost of preparing the agenda item is nominal and absorbed by the Department's FY2023/24 Working Budget.

DISCUSSION:

The portion of Liberty Island Road to be vacated is shown in Exhibit A as part of the Resolution. Part of this roadway was granted to the County of Solano in two transactions. The first was by a deed from the Liberty Farms Company, dated September 13, 1934, and accepted by resolution of the Board of Supervisors on September 17, 1934. The second transaction was for the current bridge parcel acquired by grant deed from Maxim Development Company, dated February 26, 1985, and then accepted by the Board of Supervisors on March 19, 1985. The current bridge across Shag Slough onto Liberty Island was built in 1992. Liberty Island Road east of the current bridge parcel was vacated by the Board of Supervisors in 1998 after a levee failure flooded Liberty Island, leaving the bridge serving as a dead-end.

Two steps are necessary to vacate the public interest in these properties. First (today's requested action), the Board of Supervisors adopts a Resolution of Notice of Intent stating that the Board intends to consider the vacation of the public roadway. The Clerk of the Board would then record the Resolution of Notice of Intent, and Public Works Engineering would post public notices and advertise the public hearing to consider the vacation of public roadway for a minimum of two weeks. Second, at the proposed public hearing on May 14, 2024, the Board must find that the vacation is consistent with the General Plan and the Board would decide whether to vacate the public roadway along with approval of the transfer of the bridge parcel.

ALTERNATIVES:

The Board of Supervisors could choose to not adopt the Resolution of Notice of Intent or set a Public Hearing date. This is not recommended as the Resolution of Notice of Intent simply sets a public hearing to consider the vacation and transfer of the public property in question.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this item as to form. The Department of Resource Management has coordinated the vacation consideration with the California Department of Water Resources, Caltrans, and the Federal Highway Administration.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

RESOLUTION NO. 2024 - _____

**RESOLUTION OF NOTICE OF INTENT
OF THE SOLANO COUNTY BOARD OF SUPERVISORS
TO VACATE A PORTION OF LIBERTY ISLAND ROAD (COUNTY ROAD NO. 1490)**

WHEREAS, Liberty Island Road is a Solano County maintained road (County Road No. 1490) located east of the City of Dixon in rural Solano County (see Site Map - Exhibit A); and

WHEREAS, Ecosystem Investment Partners, LLC., in coordination with the California Department of Water Resources, petitioned Solano County to vacate a portion of Liberty Island Road, along Shag Slough to Liberty Island; and

WHEREAS, the portion of Liberty Island Road, along Shag Slough to Liberty Island, is not needed to maintain public access and use; and

WHEREAS, the Zoning Administrator has reviewed and determined that the vacation of Liberty Island Road is consistent with the General Plan; and

WHEREAS, it is the intent of the Board of Supervisors of the County of Solano, pursuant to the provisions of the California Streets and Highways Code, Chapter 3, Part 3 of Division 9, to consider vacating the public's interest in Liberty Island Road; and

WHEREAS, any such proceeding to vacate a County road under the provisions of these sections requires a noticed public hearing and publication and posting of this Resolution of Intent; and

WHEREAS, the vacation will occur only after conditions required by the Board of Supervisors of the County of Solano have been satisfied and would result in a transfer of APN 0042-190-230 (Bridge Parcel) to the State of California.

RESOLVED, the Board of Supervisors of the County of Solano is considering vacating the public's interest in a portion of Liberty Island Road as shown in Exhibit A.

FURTHER RESOLVED, the Board of Supervisors will hold a public hearing in the Board of Supervisors Chambers, 675 Texas Street, Fairfield, California, at 9:00 a.m. on Tuesday, May 14, 2024, to consider said vacation. Interested persons may appear and be heard.

FURTHER RESOLVED, Public Works Engineering shall publish a notice of the public hearing. The Notice shall be published in the Fairfield Daily Republic and the Vacaville Reporter, newspapers of general circulation, pursuant to Section 8322 of the Streets and Highways Code and posted in accordance with Streets and Highways Code section 8323.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024, by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

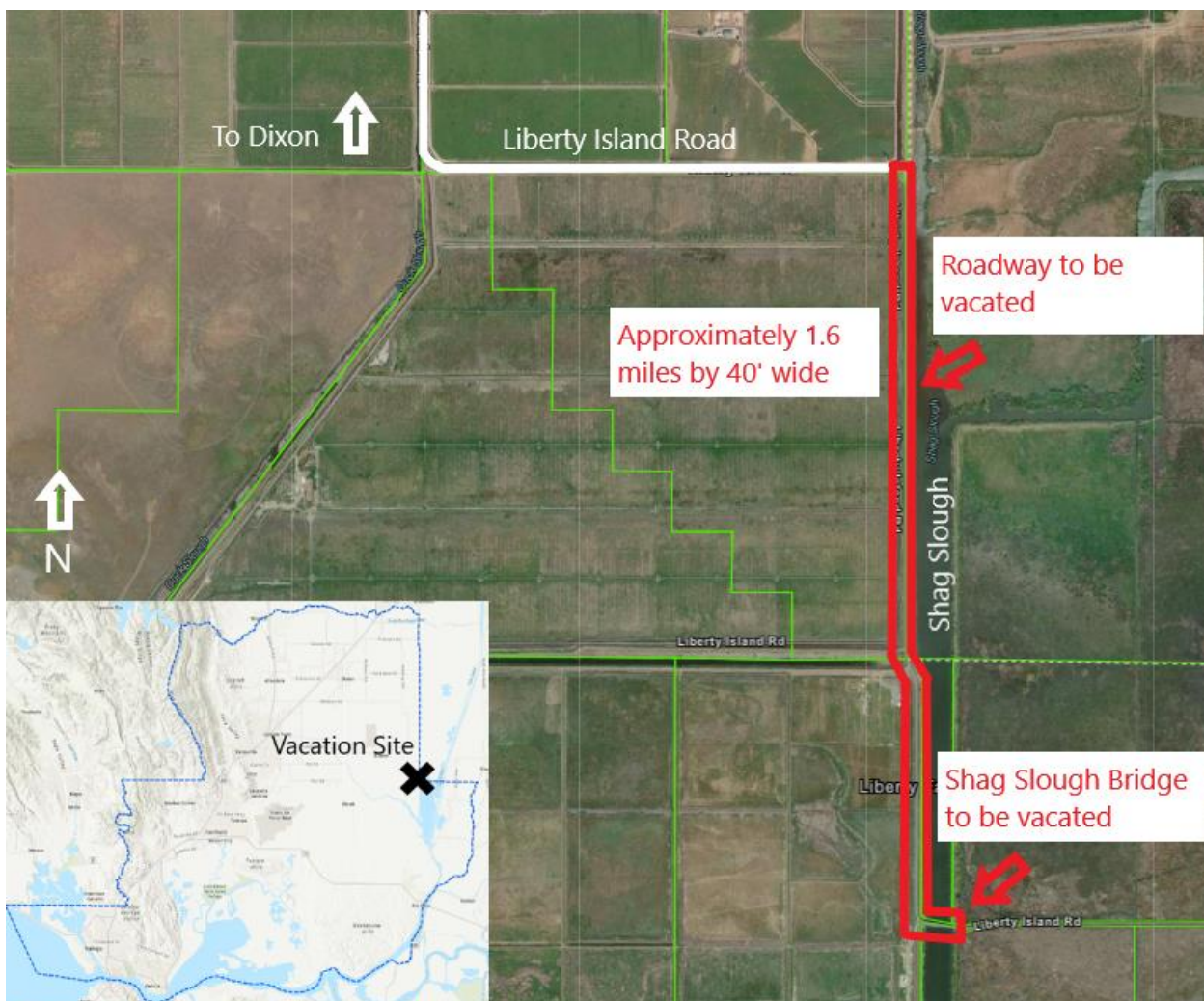
EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

EXHIBIT A





Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	19	Status:	Consent Calendar
Type:	Resolution	Department:	Resource Management
File #:	24-252	Contact:	Misty Kaltreider, 784-3311
Agenda date:	04/23/2024	Final Action:	
Title:	Approve extending the authority of the County Administrator, with the concurrence of County Counsel, to execute agreements and amendments per Resolution 2020-64 with the State Department of Water Resources and ICF Jones & Stokes, Inc. to develop Phase 2 and Phase 3 of a Habitat Conservation Plan (HCP) for ongoing water diversions in the Yolo Bypass and Cache Slough through the development of the HCP		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - MOU, B - Map, C - Resolution 2020-64		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Resource Management recommends that the Board of Supervisors approve extending the authority of the County Administrator, with the concurrence of County Counsel, to execute agreements and amendments per Resolution 2020-64 with the State Department of Water Resources and ICF Jones & Stokes, Inc. to develop Phase 2 and Phase 3 of a Habitat Conservation Plan (HCP) for ongoing water diversions in the Yolo Bypass and Cache Slough through the development of the HCP.

SUMMARY/DISCUSSION:

As part of the Lookout Slough settlement, the County and DWR agreed to a Memorandum of Understanding (MOU) on January 14, 2020 (Attachment A), that committed DWR to fund the development of a habitat conservation plan (HCP) and preparation of an incidental take permit (ITP) application. The Cache Slough HCP is being developed to provide mitigation for continued operations and maintenance of agricultural and municipal water intakes in the Cache Slough complex region that are not already covered under existing permits. The Cache Slough HCP area and intakes proposed to be covered under the HCP are shown on Attachment B. Habitat restoration projects such as Lookout Slough have the potential of rendering the existing water diversion infrastructure as noncompliant with the federal Endangered Species Act (ESA) and the California Endangered Species Act (CESA). Therefore, to comply with the state and federal environmental regulations, an ITP will be required to permit the continued use of such diversions with any requisite mitigation measures described in the associated HCP for the potential impacts to threatened and endangered species associated with such diversions.

On April 28, 2020, the Solano County Board of Supervisors approved Resolution No. 2020-64 (Attachment C), authorizing the County Administrator, with concurrence of County Counsel, to execute agreements with

DWR and ICF, and any subsequent amendments within budgeted appropriations, for development of the HCP for the period of July 1, 2020 through June 30, 2023. This period of authorization aligned with the HCP development timeline anticipated in the original agreements between the County, DWR, and ICF. As discussed below, additional amendments to the DWR and ICF agreements are now necessary to continue progress toward completing the HCP. Completion of the HCP is now anticipated by Fiscal Year 2025/26.

Development of the Cache Slough HCP is proposed in three phases. Phase 1 (Develop the HCP Strategy and Approach) was completed in 2020. Phase 2 (Prepare Public Draft HCP and Associated Environmental Documents) has been underway since 2021. An additional amendment to DWR's agreement with Solano County is needed to accommodate ongoing activities to complete the HCP and fund work for Phase 3 (finalize HCP and Environmental Documents and Prepare 2081(b) Permit Application). DWR and County staff have continued collaboration on further development of the HCP; however, completion of Phases 2 and 3 have been delayed due to limited levels of coordination with the National Marine Fisheries Service and the U.S. Fish and Wildlife Service (Services) and the California Department of Fish and Wildlife to date, as well as an unanticipated revision to the first Administrative Draft HCP. The first administrative draft HCP was issued to the Services on November 23, 2022 followed by a second administrative draft submitted in July 2023 which incorporated revisions based on comments received. In 2023, a series of leadership meetings between DWR, Solano County, and the Services were conducted to re-affirm commitment to the HCP, address high-level comments, and chart a path to completion. Since then, staff and DWR have initiated re-occurring meetings with Services staff to continue HCP development toward completing the HCP by FY2025/26.

If the HCP is approved by the respective state and federal agencies, an ITP will be issued to the County as a permittee with an implementable HCP on behalf of the collective water intake operators within the County's Cache Slough region to provide protections from potential increased fish species associated with agricultural land conversion to tidal habitat and for reliable surface water supply for farming and other land uses.

FINANCIAL IMPACT:

The initial contract with DWR provided \$750,000 for the County to contract with ICF Jones & Stokes, Inc. to develop the HCP and to cover costs for staff to oversee the work and conduct landowner outreach. Amendments to the agreement have been approved in 2022 to increase funding to \$930,000 and in 2023 to extend the contact term to June 30, 2024. An amendment is proposed by DWR to increase the budget to \$1,273,111 through June 30, 2026 to complete the HCP, accompanying environmental documents, and the 2081 ITP application.

The costs associated with preparing the agenda item are nominal and absorbed by the Department's FY2023/24 Working Budget.

ALTERNATIVES:

The Board of Supervisors can choose to not to extend the County Administrator's authority to execute agreements and subsequent amendments to receive and expend the funds to develop the HCP. This is not recommended since it would prevent the DWR from meeting its obligation to fund the development of the HCP.

OTHER AGENCY INVOLVEMENT:

County staff has coordinated and collaborated with DWR, ICF, National Marine Fisheries Service and the U.S. Fish and Wildlife Service, and other local Cache Slough Complex stakeholders for the development of the HCP and the amended agreements to identify additional tasks and issues to be resolved.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

**MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF
WATER RESOURCES AND COUNTY OF SOLANO REGARDING ASSURANCES
FOR THE LOOKOUT SLOUGH RESTORATION PROJECT**

This Memorandum of Understanding (“MOU”) between the County of Solano, a political subdivision of the State of California (“County”), and the Department of Water Resources, an agency of the State of California (“Department”), is made on January 14, 2020. (The parties shall be referred to in this MOU collectively as “Parties” and individually as a “Party.”)

RECITALS

- A. Pursuant to federal biological opinions on state and federal water project operations, and other laws and initiatives, the 53,000-acre Cache Slough Complex in Solano and Yolo Counties is identified as a location for habitat restoration as part of a larger effort to restore the Sacramento-San Joaquin River Delta (“Delta”).
- B. Such restoration may have an effect on Solano County, including but not limited to its agricultural production, water infrastructure, flood protection, transportation network, and related economic activity.
- C. Agriculture is the predominant existing land use in the region, constituting an essential component of the County’s economy and identity.
- D. One such restoration project is the Lookout Slough Tidal Habitat Restoration and Flood Improvement Project (the “Project”), which is also the subject of a lawsuit between the Parties, Sacramento County Superior Court Case No. 34-2019-80003113 (the “Lawsuit”). The Department has contracted with a private entity, Ecosystem Investment Partners (“EIP”), to carry out the restoration Project.
- E. The Parties consider collaborating in the implementation of the Project as beneficial to both entities by eliminating uncertainty, and ensuring the County’s interests, including the interests of its residents, are adequately protected.
- F. The Parties intend for the MOU to serve as a model for any future Department-led habitat restoration projects within the County. The Department shall consult with the County prior to the initiation of any Department-led habitat restoration projects regarding a project’s scope and impacts to the County and its residents. The Department, using this MOU as a model, shall work in good faith with the County to provide any assurances regarding such impacts.

AGREEMENT

The Parties agree as follows:

- 1. **Application.** This MOU will apply to the Project, location shown on Exhibit E, attached to and incorporated into this MOU.

2. **Assurances.** In addition to any standard conditions of entitlements and/or any mitigation required by the California Environmental Quality Act (“CEQA”; Public Resources Code § 21000 *et seq.*), the Project is subject to certain specific obligations, described as follows (“Assurances”).
 - A. **Agricultural Sustainability Mitigation.** The Department shall comply with the measures provided in Exhibit A, attached to and incorporated into this MOU.
 - B. **Flood Protection.** The Department shall perform the measures provided in Exhibit B, attached to and incorporated into this MOU.
 - C. **Agricultural Infrastructure Assurances.** The Department shall perform the measures provided in Exhibit C, attached to and incorporated into this MOU.
 - D. **Monitoring, Operations, and Maintenance.** The Department shall perform the measures provided in Exhibit D, attached to and incorporated into this MOU.
 - E. **“Good Neighbor” Policies.** The Department shall engage the County and adjacent residents regarding the Project and shall work in good faith to address any concerns, as appropriate.
 - F. **Mitigation Under Existing Law.** In addition to these Assurances, the Project shall remain subject to any mitigation or condition required by law, including but not limited to CEQA. If any Assurance is fully addressed by such mitigation or condition, that satisfies the Department’s obligation under this MOU for that Assurance.
3. **Recreation Areas.** The Department will work cooperatively with the County, and other appropriate entities, to identify recreational opportunities on future projects, when achievable with project objectives.
4. **Early and Regular Consultation on Future Projects.** The Department shall consult with the County prior to the initiation of any Department-led habitat restoration project regarding the project’s scope and impacts to the County and its residents. The Department, using this MOU as a model, shall work in good faith with the County to provide any assurances regarding such impacts prior to project approval.
5. **Dismissal.** Within fifteen (15) days after the effective date of this MOU, County shall file and serve on counsel for all respondents and real parties in interest an executed dismissal with prejudice of the Lawsuit. Each party shall bear its own costs and fees in connection with the Lawsuit, including attorney’s fees. Such dismissal shall not preclude the County from initiating any action against the Department or any other party based on CEQA or other law regarding the Project.
6. **No Admission, Express or Implied.** The purpose of this MOU is to settle claims which are denied and contested, or are potential and are the result of compromise. Nothing contained herein shall be deemed as an admission of any kind to any other party.

7. **Reservation of Rights.** Entering into this MOU in no way abdicates either Party's rights and ability to comment on, support, oppose or participate in litigation regarding California EcoRestore, federal biological opinions on state and federal water project operations, or any other law, plan, or policy initiative that has a direct or indirect effect on the Delta region in general or the County specifically.
8. **Notice.** Any notice necessary under this MOU shall be given in writing by personal delivery or by prepaid first-class mail addressed as stated in the signature lines below. If notice is given by personal delivery, notice is effective as of the date of personal delivery. If notice is given by mail, notice is effective as of the day following the date of mailing or the date of delivery reflected upon a return receipt, whichever occurs first.
9. **Counterparts.** This MOU may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute one instrument.
10. **Choice of Law.** The Parties have executed and delivered this MOU in the County of Solano, State of California. The laws of the State of California shall govern the validity, enforceability or interpretation of this MOU.
11. **Amendment.** By mutual written agreement, the Parties may amend this MOU.
12. **Independent Contractor.** The Parties are independent contractors and not agents, officers or employees of the other Party. The Parties mutually understand that this MOU is by and between independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

COUNTY OF SOLANO

BY: 
Birgitta E. Corsello, County Administrator

DEPARTMENT OF WATER RESOURCES

BY: _____
Ted Craddock, Acting Deputy Director
State Water Project

BY: _____
Kristopher A. Tjernell, Deputy Director
Integrated Watershed Management

APPROVED AS TO FORM

BY: 
Bernadette Curry, County Counsel

BY: _____
Rachel Taylor, Attorney

7. **Reservation of Rights.** Entering into this MOU in no way abdicates either Party's rights and ability to comment on, support, oppose or participate in litigation regarding California EcoRestore, federal biological opinions on state and federal water project operations, or any other law, plan, or policy initiative that has a direct or indirect effect on the Delta region in general or the County specifically.
8. **Notice.** Any notice necessary under this MOU shall be given in writing by personal delivery or by prepaid first-class mail addressed as stated in the signature lines below. If notice is given by personal delivery, notice is effective as of the date of personal delivery. If notice is given by mail, notice is effective as of the day following the date of mailing or the date of delivery reflected upon a return receipt, whichever occurs first.
9. **Counterparts.** This MOU may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute one instrument.
10. **Choice of Law.** The Parties have executed and delivered this MOU in the County of Solano, State of California. The laws of the State of California shall govern the validity, enforceability or interpretation of this MOU.
11. **Amendment.** By mutual written agreement, the Parties may amend this MOU.
12. **Independent Contractor.** The Parties are independent contractors and not agents, officers or employees of the other Party. The Parties mutually understand that this MOU is by and between independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

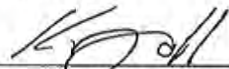
IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

COUNTY OF SOLANO

BY: _____
Birgitta E. Corsello, County Administrator

DEPARTMENT OF WATER RESOURCES

BY: 
Ted Craddock, Acting Deputy Director
State Water Project

BY: 
Kristopher A. Tjernell, Deputy Director
Integrated Watershed Management

APPROVED AS TO FORM

BY: _____
Bernadette Curry, County Counsel

BY: 
Rachel Taylor, Attorney

EXHIBIT A

Agricultural Sustainability Mitigation

Mitigation: The Department will appropriately mitigate for the loss of agricultural land due to the Project. Mitigation may be in the form of conservation easements, outright purchase of other agricultural properties for protection, improvements to create prime farmland, or other efforts to preserve agricultural operations. The mitigation ratio shall be a minimum of 1:1 (1 acres of farmland mitigated for each acre of farmland converted). Mitigation lands shall be of similar agricultural quality to the lands being converted due to the Project and shall occur in or adjacent to the Delta. The mitigation shall not present barriers to agritourism, agricultural services, and agricultural processing in regions and within land use designations where such uses are permitted and encouraged. Mitigation shall be based on a loss of approximately 1,388 acres due to the Project.

Schene Livestock Mitigation: EIP and the Schene Livestock Company have developed an approach that would allow grazing operations to continue on the adjacent "Zanetti Property", and converts a portion of the Zanetti Property into prime farmland, with an irrigation network. The Department will, through the Project, fund the relocation of the Schene livestock operations currently on the Project site, to a site suitable for continued operations. The proposed reimbursable cost of the relocation is as follows:

<u>Item</u>	<u>Cost</u>
Barn	\$82,600.00
Corrals	\$170,000.00
Shop	\$47,000.00
Worker Housing	\$88,600.00
Septic System	\$33,000.00
Electrical (including pipelines)	\$787,000.00
Cement Pads	\$46,000.00
Perimeter & Pasture Fencing	\$189,649.00
Water Control Structures	\$25,000.00
PG&E Power Drops (4x)	\$100,000.00
Land Planning	\$56,000.00
Seeding	\$26,280.00
TOTAL:	\$ 1,651,129.00

If the Schene livestock operations can be relocated and improvements to create prime farmland made on the approximately 762 acres on the Zanetti Property or similar location, those acres may be included by the Department in calculating and achieving the agricultural mitigation acreage discussed above.

EXHIBIT B

Flood Protection

Levee Improvements: The Department will fund \$5.1 million through various programs to be used for improvements, repairs or other necessary work on levees within Solano County. These funds do not include nor supplant any County projects currently approved or funded by the Department, or affect the County's ability to seek and receive other funding from the Department.

Prioritization: Within twelve months of the effective date of this MOU, the County will have coordinated with the reclamation districts and other local maintaining agencies as to the prioritization of the levee improvements. The County will have sole discretion in determining the prioritization of eligible projects to be submitted. The County will coordinate with the Department to identify and confirm eligibility of projects for the various programs prior to submitting the priorities to the Department.

Potential Levee or Other Materials: In the event that levee or other materials become available through the Project, or any other Department-led habitat restoration projects in the County, and the materials are not required for another Department or State-purpose, the Department will discuss with the County the opportunities to make use of such materials for levee repair or other purposes.

State-Funding Programs Workshop: The Parties acknowledge the broad needs to achieve urban and non-urban flood risk reduction, multi-benefit, and environmental uplift goals and objectives of the 2012 and 2017 Central Valley Flood Protection Plan and Conservation Strategy. The Department will sponsor and facilitate a workshop with Solano County and local flood management agencies to discuss available state funding programs for levee maintenance and improvements, and will work with County representatives to schedule the workshop within six months of the effective date of this MOU.

EXHIBIT C

Agricultural Infrastructure Assurances

The Project, and other restoration projects in the Cache Slough region, may lead to increased incidental take of endangered aquatic species, primarily smelt and salmonids at municipal and agricultural water diversions. As such, the Parties, as part of the larger Yolo Bypass/Cache Slough Partnership (the "Partnership"), have embarked on a three-phased approach to develop a stand-alone Habitat Conservation Plan (HCP) to provide incidental take authorization under the Endangered Species Act (ESA) and the California Endangered Species Act (CESA) for on-going water diversions for agricultural, municipal and industrial uses or other existing activities in the Yolo Bypass and Cache Slough. The current understanding of the HCP effort is provided within the project plan prepared by ICF, which may be amended or updated. It is expected the HCP will be completed with necessary permits issued by 2023.

In addition to any other funding already expended on the effort, the Department shall contribute up to \$750,000, based on the current estimate, to the development of the HCP and environmental compliance documents required to submit the application, and other necessary activities for the development and approval of the HCP. If the costs necessary for the development and approval of the HCP exceeds the amount listed above, the Department will consult with the County to verify the revised estimates and additional funding required. As between the Parties, the Department will be responsible for additional necessary funding, including but not limited to, working with appropriate partners to cost-share such additional funding for the stated scope and purpose noted above.

HCP Administration: After approval of the HCP and with the County as the applicant, the Department commits to providing to the County a funding agreement for up to \$200,000 annually, for ten years, for the costs of administering and managing the HCP. The funding agreement will be subject to any required reporting, audits and other terms.

Additional Resources: The Department will coordinate with the County to identify and assist in applying for other available state or federal funds to support the HCP.

If HCP is Unsuccessful: If, despite the best efforts of the parties, the stand-alone HCP is not approved and an incidental take permit is not issued the parties will re-group within six months thereafter and determine if an alternative solution is available, including but not limited to, modifying or re-submitting the HCP.

EXHIBIT D

Monitoring, Operations, and Maintenance

A long-term management plan (LTMP) and Operations, Maintenance, Repair, Replacement and Rehabilitation (OMRR&R) Manual will be developed and finalized for the Project. As part of the funding agreement with RD 2098 (executed February 14, 2019), the new setback levee along Duck Slough will become part of the RD's responsibility. The levees along Shag, Cache and Hass sloughs will become the Department's responsibility. These plans will also include responsibilities, strategy, and tasks for land management, monitoring, and other items needed to adaptively manage, maintain the site, and meet restoration goals. The costs for monitoring and maintenance in accordance with the restoration goals will be provided by the Department. The Department commits to sufficiently funding in perpetuity the management and long-term maintenance of the Project pursuant to the Fish Restoration Program Agreement (2010).

Point of Contact: The Department shall designate a point of contact(s) for addressing in good faith within reasonable timeframes, concerns raised by the County or affected residents stemming from the Project post-construction.

Additional Resources: The Department may contract independently or with the County, on an as-requested basis, to provide services necessary to address health and safety issues at the Project, including but not limited to, illegal dumping or necessary enforcement actions.

EXHIBIT E

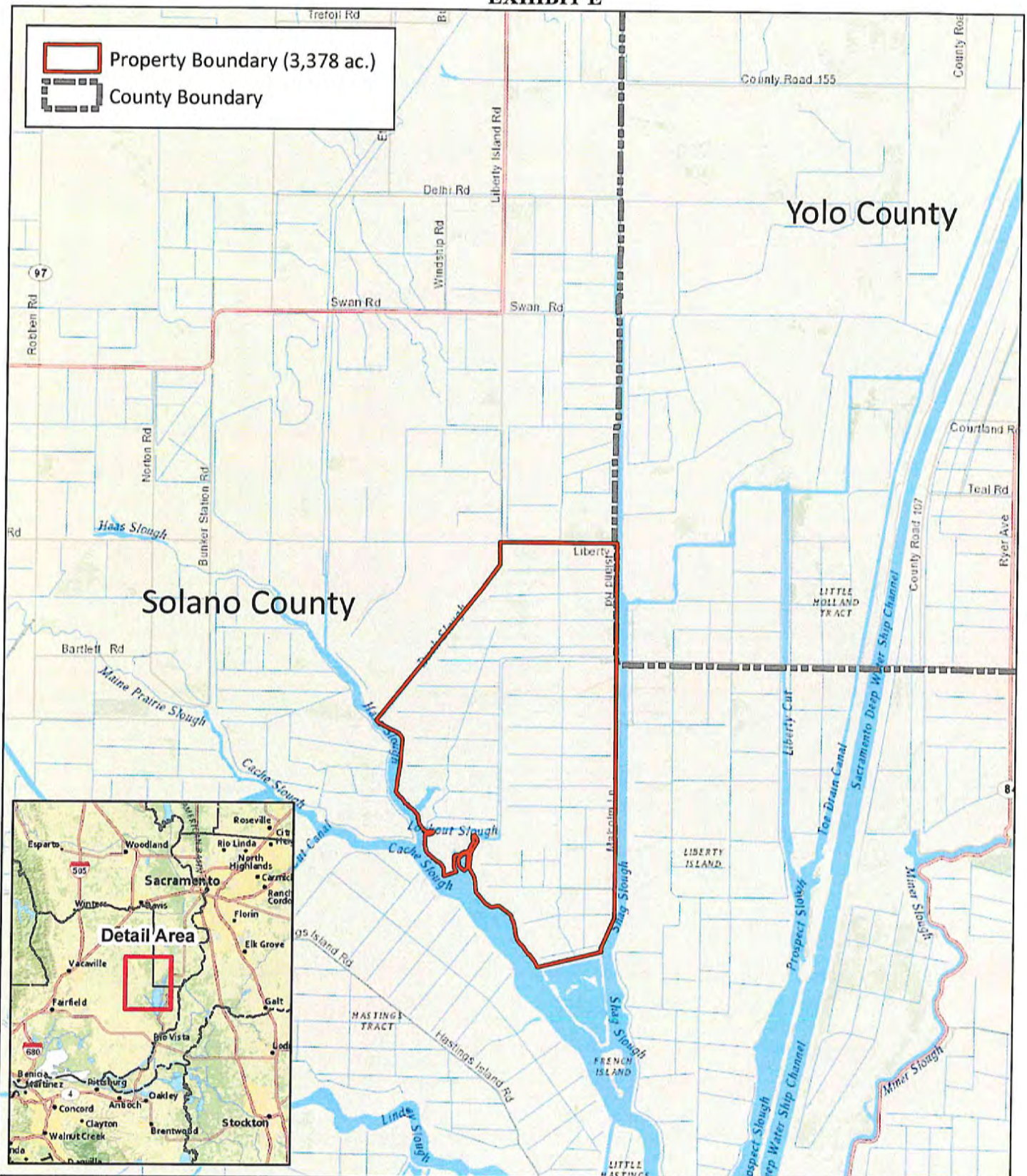


Figure III-1. Project Location

Lookout Slough Tidal Habitat Restoration and Flood Improvement Project



0 0.5 1 2
Miles

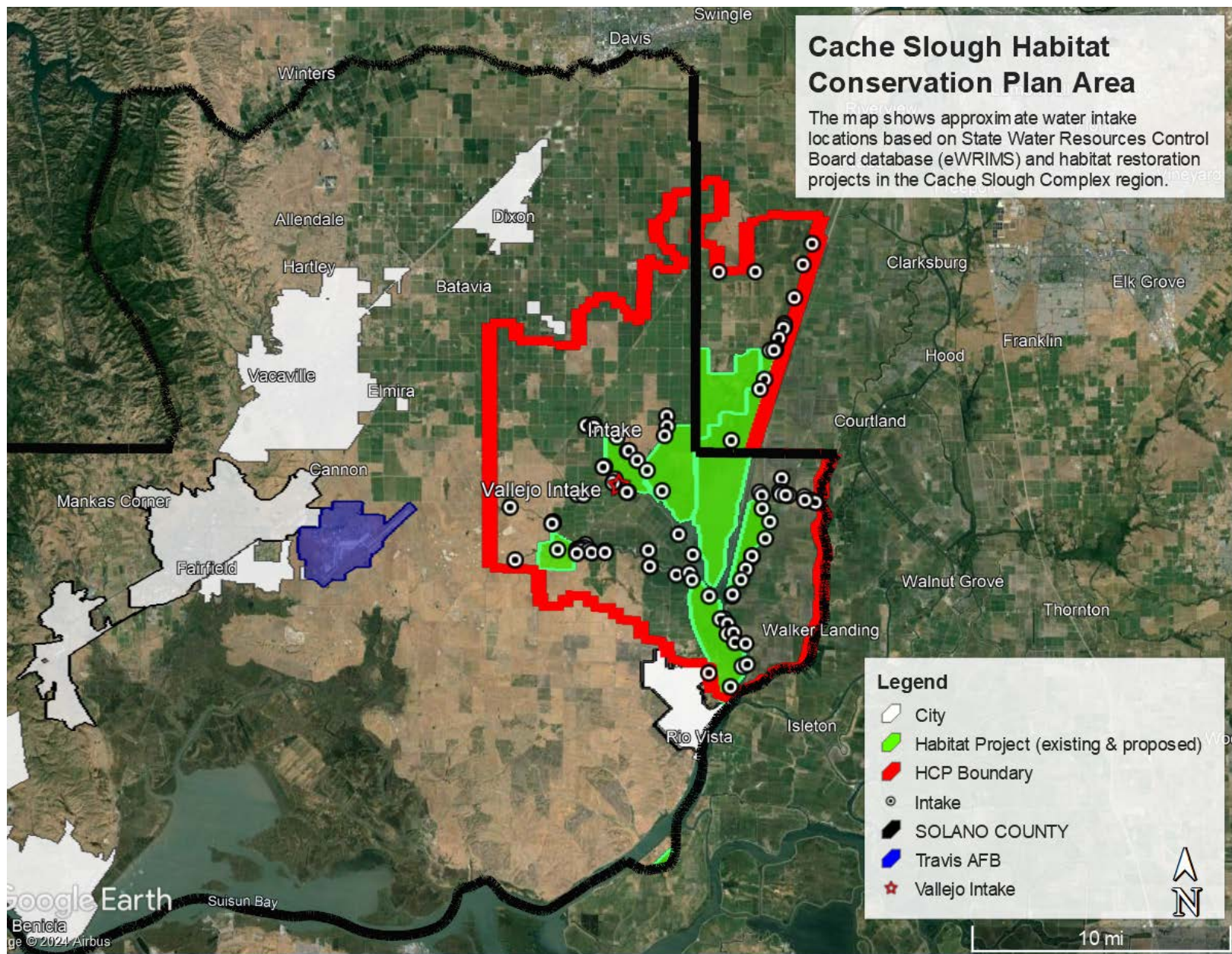


Ecosystem Investment Partners

Prepared by:



Map Prepared Date: 12/7/2019
Map Prepared By: njander
Base Source: Esri - Nat. Geo.
Data Source(s): WRA



RESOLUTION NO. 2020 - 64

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS AUTHORIZING THE COUNTY ADMINISTRATOR, WITH THE CONCURRENCE OF COUNTY COUNSEL, TO EXECUTE AGREEMENTS WITH THE STATE DEPARTMENT OF WATER RESOURCES AND ICF JONES & STOKES, INC. TO DEVELOP PHASE 2 AND PHASE 3 OF A HABITAT CONSERVATION PLAN FOR ON-GOING WATER DIVERSIONS IN THE YOLO BYPASS AND CACHE SLOUGH

Whereas, Solano County and the State Department of Water Resources ("DWR") have entered into a Memorandum of Understanding Regarding Assurances for the Lookout Slough Restoration Project, effective January 14, 2020 ("MOU"); and

Whereas, the MOU commits DWR to provide \$750,000 to the County to develop a stand-alone Habitat Conservation Plan ("HCP") to provide incidental take authorization under the federal Endangered Species Act ("ESA") and the California Endangered Species Act ("CESA") for on-going water diversions for agricultural, municipal, and industrial uses or other existing activities in the Yolo Bypass and Cache Slough; and

Whereas, the HCP would address the concern that projects being undertaken in this region to restore tidal wetlands and increase aquatic food production, including the Lookout Slough Restoration Project, could increase the presence of protected fish species and increase liabilities for the owners of water and drainage infrastructure in the area under the ESA and CESA; and

Whereas, ICF Jones & Stokes, Inc. ("ICF"), serving as a consultant to the County and other stakeholders in the region, proposed to develop the HCP in the following three phases: Phase 1 – Develop the HCP Strategy and Approach; Phase 2 – Prepare the Public Draft HCP Draft CEQA/NEPA documents; and Phase 3 – Finalize HCP and CEQA/NEPA documents; and Prepare 2081(b) Permit Application; and

Whereas, the County, the Sacramento Area Flood Control Agency (SAFCA), and the Solano County Water Agency (SCWA), pursuant to a separate agreement, funded Phase 1 of the development of the HCP, which has been completed by ICF; and

Whereas, DWR and the County intend to enter into a revenue agreement regarding the development of Phase 2 and Phase 3 of the HCP ("DWR Agreement"); and

Whereas, the County, as permitted under the DWR Agreement, intends to subcontract with ICF to develop Phase 2 and Phase 3 of the HCP pursuant to a scope of work jointly produced by DWR, the County, and ICF ("ICF Agreement"); and

Whereas, the County is authorized to enter into a sole source agreement with ICF pursuant to state law and Sections 1.1.11, 1.3.2, and 1.7.13 of the County's Purchasing and Contracting Policy, in that ICF (1) will be performing expert and professional services, and (2) is uniquely positioned since it completed Phase 1 of the development of the HCP.

Resolved, the Solano County Board of Supervisors authorizes the County Administrator, with the concurrence of County Counsel, to execute an Agreement with DWR and any subsequent amendments within budgeted appropriations.

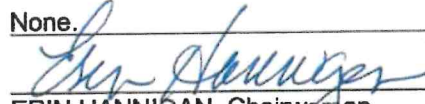
Further Resolved, the Solano County Board of Supervisors authorizes the County Administrator, with the concurrence of County Counsel, to execute an Agreement with ICF and any subsequent amendments within budgeted appropriations.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 28, 2020 by the following vote:

AYES: SUPERVISORS Hannigan, Brown, Spering, Vasquez and Thomson

NOES: SUPERVISORS None.

EXCUSED: SUPERVISORS None.


ERIN HANNIGAN, Chairwoman
Solano County Board of Supervisors

ATTEST:

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: 
Jeanette Neiger, Chief Deputy Clerk



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	20	Status:	Regular Calendar
Type:	Report	Department:	Auditor-Controller
File #:	24-232	Contact:	Phyllis Taynton, 784-6288
Agenda date:	04/23/2024	Final Action:	
Title:	Accept the Solano County Single Audit Report for the fiscal year ended June 30, 2023		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - County of Solano 2023 Final Single Audit Report, B - 2023 Corrective Action Plan, C - 2023 Summary Schedule of Prior Audit Findings		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Auditor-Controller's Office (ACO) recommends that the Board of Supervisors accept the Solano County Single Audit Report for the fiscal year ended June 30, 2023 (FY2022/23).

SUMMARY:

In accordance with the Office of Management and Budget (OMB) Uniform Guidance, the County is required to have a Single Audit of the County's compliance with Federal grant agreements. The Auditor-Controller's Office presents to the Board of Supervisors Solano County's Single Audit Report for FY2022/23.

Eide Bailly, L.L.P., CPA, conducted the Single Audit for the FY2022/23 pursuant to the contract terms approved by the Board of Supervisors on April 28, 2020.

FINANCIAL IMPACT:

None.

DISCUSSION:

Single Audit Report

The County incurred total expenditures of Federal Awards of \$154,472,189 (which includes \$24,309,059 to subrecipients). As a result, Solano County is required to have a Single Audit to determine Solano County's compliance with Federal grant agreements.

Solano County contracts with Eide Bailly, LLP, CPA, to perform the Single Audit. As a result of the Single Audit, Eide Bailly issued the Single Audit Report which is comprised of two reports:

- 1) Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements performed in accordance with *Government Auditing Standards*. The County received an unmodified opinion (clean opinion) on its financial statements previously presented to the Board of Supervisors on March 12, 2024. However, the auditors identified a material weakness in internal control over financial reporting due to audit adjustments for the correction of revenues and expenditures.

Additionally, the auditor's report on compliance disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

- 2) Independent Auditors' Report on Compliance for Each Major Federal program; Report on Internal Control over Compliance; Report on Schedule of Expenditures of Federal Awards (SEFA) required by the Uniform Guidance; and Supplemental Schedule of Office of California State Department of Aging Grants.

The County received an unmodified opinion (clean opinion) for all major programs except for the Section 8 Housing Choice Vouchers Program, Highway Planning and Construction, and the Medicaid Cluster Programs. These three programs received a qualified opinion:

- a. Section 8 Housing Choice Vouchers - The County needs to strengthen its policies and procedures over subrecipient monitoring to ensure that a risk assessment is completed prior to the start of the annual award and reviewed timely and must document its review and results. The County did not report the grant as required under the Federal Funding Accountability and Transparency Act of 2006 (FFATA) which is a repeat finding from the FY2021/22 Single Audit.

Resource Management staff will update the risk assessment annually and will retain documentation to support monitoring activities. Also, the County spent many months contacting multiple agencies trying to report through the FRS system on the multiple Housing Voucher awards, with no success. The County is unable to complete FFATA reporting for reasons outside of the County's control.

- b. Highway Planning and Construction - The County did not have documented policies and procedures over subrecipient monitoring in order to determine the difference between a contractor or a subrecipient arrangement.

Resource Management will include Public Works in its policies and procedures in its determination of whether a vendor is a contractor or subrecipient, a practice already followed for the other divisions within the departments.

- c. Medicaid Cluster - The County needs to strengthen its policies and procedures with regards to eligibility redeterminations, required documentation, and maintenance of participant file and ensure that such policies and procedures are formally documented.

Health and Social Services will perform annual eligibility determinations and redeterminations including obtaining documentation and verifications evaluations. The department has pending County budget requests to address staff issues and also participates in State level discussions related to advocacy and IHSS administrative funding.

Management has responded to the findings and submitted a Corrective Action Plan. A copy of the

Corrective Action Plan is included as Attachment B. The Plan reflects an updated response to finding 2023-008 following submission to the Single Audit Clearinghouse.

The report identified material weaknesses as described in the schedule of findings. None of the findings in the programs reviewed resulted in any disallowed costs to the grantor.

ALTERNATIVES:

The Board could elect not to accept the audit report as presented; however, this alternative is not consistent with sound public policy and is therefore not recommended.

OTHER AGENCY INVOLVEMENT:

The ACO serves as the liaison between the external auditors, Eide Bailly, L.L.P. and the County departments. The ACO coordinated test work and meetings with County departments, facilitated access to the financial system (Finance Enterprise) reports and supporting documentation, etc.

The ACO would like to acknowledge our staff, Katie Golemis and Matthew Fong, and thank the County departments for their cooperation and support during the Single Audit.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Federal Awards Reports in Accordance
with the Uniform Guidance
For the Fiscal Year Ending June 30, 2023
County of Solano, California

Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	1
Independent Auditor’s Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance; and Supplemental Schedule of Office of California State Department of Aging Grants.....	3
Schedule of Expenditures of Federal Awards	8
Notes to Schedule of Expenditures of Federal Awards	16
Schedule of Findings and Questioned Costs	
Section I – Summary of Auditor’s Results	18
Section II – Financial Statement Findings	19
Section III – Federal Award Findings and Questioned Costs.....	20
Summary Schedule of Prior Audit Findings.....	32
Supplemental Schedule of Office of California State Department of Aging Grants	33



Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

To the Board of Supervisors
County of Solano, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate discretely presented component units and remaining fund information of the County of Solano, California (County), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the County's basic financial statements and have issued our report thereon dated January 31, 2024. Our report included an emphasis of matter paragraph regarding the County's adoption of Governmental Accounting Standards Board Statement No. 96, *Subscription-Based Information Technology Arrangements*, effective July 1, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the County's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of the County's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We identified a deficiency in internal control, described in the accompanying Schedule of Findings and Questioned Costs as item 2023-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the County's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

County's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the County's response to the findings identified in our audit and described in the accompanying Schedule of Findings and Questioned Costs. The County's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Eide Sully LLP". The signature is written in a cursive, flowing style.

Sacramento, California
January 31, 2024



Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance; and Supplemental Schedule of Office of California State Department of Aging Grants

To the Board of Supervisors
County of Solano, California

Report on Compliance for Each Major Federal Program

Qualified and Unmodified Opinions

We have audited the County of Solano, California's (County) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the County's major federal programs for the year ended June 30, 2023. The County's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Qualified Opinions on Medicaid Cluster, Highway Planning and Construction Program, and Housing Voucher Cluster.

In our opinion, except for the noncompliance described in the Basis for Qualified and Unmodified Opinions section of our report, the County complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the Medicaid Cluster, Highway Planning and Construction Program, and Housing Voucher Cluster, for the year ended June 30, 2023.

Unmodified Opinion on Each of the Other Major Federal Programs

In our opinion, the County complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its other major federal programs identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs for the year ended June 30, 2023.

Basis for Qualified and Unmodified Opinions

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the County and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified and unmodified opinions on compliance for each major federal program. Our audit does not provide a legal determination of the County's compliance with the compliance requirements referred to above.

Matter Giving Rise to Qualified Opinion on the Medicaid Cluster

As described in the accompanying schedule of findings and questioned costs, the County did not comply with requirements regarding Assistance Listing No. 93.778, Medicaid Cluster, as described in finding number 2023-008 for eligibility.

Compliance with such requirements is necessary, in our opinion, for the County to comply with the requirements applicable to that program.

Matter Giving Rise to Qualified Opinion on the Highway Planning and Construction Program

As described in the accompanying schedule of findings and questioned costs, the County did not comply with requirements regarding Assistance Listing No. 20.205, Highway Planning and Construction Program, as described in finding number 2023-007 for subrecipient monitoring.

Compliance with such requirements is necessary, in our opinion, for the County to comply with the requirements applicable to that program.

Matters Giving Rise to Qualified Opinion on the Housing Vouchers Cluster

As described in the accompanying schedule of findings and questioned costs, the County did not comply with requirements regarding Assistance Listing No. 14.871 and 14.879 Housing Vouchers Cluster as described in finding numbers 2023-002 for subrecipient monitoring and 2023-003 for reporting.

Compliance with such requirements is necessary, in our opinion, for the County to comply with the requirements applicable to that program.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the County's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the County's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the County's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the County's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the County's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items 2023-004 and 2023-006. Our opinions on each major federal program is not modified with respect to these matters.

Government Auditing Standards requires the auditor to perform limited procedures on the County's responses to the noncompliance findings identified in our compliance audit described in the accompanying schedule of findings and questioned costs. The County's responses were not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

Report on Internal Control over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be material weaknesses.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2023-002 through 2023-005 and items 2023-007 and 2023-008 to be material weaknesses.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the County's responses to the internal control over compliance findings identified in our compliance audit described in the accompanying schedule of findings and questioned costs. The County's responses were not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance and Supplemental Schedule of Office of California Department of Aging Grants

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate discretely presented component units and remaining fund information of the County as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the County's basic financial statements. We issued our report thereon dated January 31, 2024, which contained unmodified opinions on those financial statements. Our report included an emphasis of matter paragraph stating that the County adopted Governmental Accounting Standards Board Statement No. 96, *Subscription-Based Information Technology Arrangements*, effective July 1, 2022. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The

accompanying schedule of expenditures of federal awards and schedule of the Office of California State Department of Aging Grants are presented for purposes of additional analysis as required by the Uniform Guidance and the California Health and Human Services Agency, Department of Aging, respectively, and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and supplemental schedule of the Office of California State Department of Aging Grants, are fairly stated in all material respects in relation to the basic financial statements as a whole.

A handwritten signature in black ink that reads "Erik Bailly LLP". The signature is written in a cursive, flowing style.

Sacramento, California
March 26, 2024

County of Solano, California
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Financial Assistance Listing/Federal CFDA Number	Pass-through Entity Identifying Number	Expenditures	Amounts Passed- Through to Subrecipients
US Department of Agriculture (USDA)				
Pass-Through Programs:				
California Department of Food and Agriculture (CDFA)				
Plant and Animal Disease, Pest Control, and Animal Care	10.025	AP23PPQFO000C246	\$ 9,597	\$ -
Plant and Animal Disease, Pest Control, and Animal Care	10.025	AP22PPQFO000C502	47,172	-
Plant and Animal Disease, Pest Control, and Animal Care	10.025	AP23PPQFO000C001	59,284	-
Plant and Animal Disease, Pest Control, and Animal Care	10.025	AP22PPQFO000C176	15,079	-
Subtotal Plant and Animal Disease, Pest Control, and Animal Care			131,132	-
California Department of Public Health (CDPH)				
Special Supplemental Nutrition Program for Women, Infants, and Children	10.557	19-10192	2,712,776	-
SNAP Cluster:				
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program	10.561	19-10377	459,949	216,616
California Department of Social Services (CDSS)				
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program	10.561	1946001347 A7	11,966,110	-
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program (CalFresh/CalWIN)	10.561	1946001347 A7	330,913	-
California Department of Aging				
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program (CalFresh/SNAP-Ed)	10.561	SP-2122-28, CF-2223-28	505,023	463,797
Subtotal SNAP Cluster			13,261,995	680,413
US Department of Agriculture (USDA) Total			16,105,903	680,413
US Department of Housing and Urban Development (HUD)				
Direct Programs:				
Housing Voucher Cluster:				
Section 8 Housing Choice Vouchers	14.871	CA131	3,125,897	3,125,897
Mainstream Vouchers	14.879	CA131	66,358	66,358
Subtotal Housing Voucher Cluster			3,192,255	3,192,255
Family Self-Sufficiency Program	14.896	CA131	60,668	60,668
US Department of Housing and Urban Development (HUD) Total			3,252,923	3,252,923
US Department of Justice (DOJ)				
Direct Programs:				
Safe Streets Violent Crimes Initiative	16.U02	Not Applicable	17,387	-
2022 Domestic Cannabis Eradication Suppression Program	16.U03	Not Applicable	15,381	-
2023 Domestic Cannabis Eradication Suppression Program	16.U04	Not Applicable	1,435	-
2020 State Criminal Alien Assistance Program (SCAAP)	16.606	Not Applicable	248,892	-
2021 State Criminal Alien Assistance Program (SCAAP)	16.606	Not Applicable	298,259	-
Subtotal State Criminal Alien Assistance Program (SCAAP)			547,151	-
Direct Programs Subtotal			581,354	-

County of Solano, California
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Financial Assistance Listing/Federal CFDA Number	Pass-through Entity Identifying Number	Expenditures	Amounts Passed- Through to Subrecipients
US Department of Justice (DOJ) (Cont'd)				
Pass-Through Programs:				
California Board of State and Community Corrections				
COVID-19 Coronavirus Emergency Supplemental Funding Program	16.034	5227-BSCC12920	\$ 97,487	\$ -
Edward Byrne Memorial Justice Assistance Grant Program	16.738	BSCC 629-19	349,914	320,214
California Office of Emergency Services (CalOES)				
Paul Coverdell Forensic Sciences Improvement Program	16.742	CQ21100480	49,554	-
Crime Victim Assistance	16.575	UV21040480	56,460	-
Crime Victim Assistance	16.575	UV22010480	81,847	-
Crime Victim Assistance	16.575	XC22050480	203,286	-
Crime Victim Assistance	16.575	VW21400480	172,975	-
Crime Victim Assistance	16.575	VW22400480	593,209	-
Subtotal Crime Victim Assistance			1,107,777	-
Pass-Through Programs Subtotal			1,604,732	320,214
US Department of Justice (DOJ) Total			2,186,086	320,214
US Department of Labor (DOL)				
Pass-Through Programs:				
State of California Employment Development Department (EDD)				
WIA/WIOA Cluster:				
WIA/WIOA Adult Program	17.258	AA211039	30,498	-
WIA/WIOA Adult Program	17.258	AA311039	874,345	-
WIA/WIOA Adult Program	17.258	AA211039	139,508	-
Subtotal WIA/WIOA Adult Program			1,044,351	-
WIA/WIOA Youth Activities	17.259	AA211039	301,584	88,919
WIA/WIOA Youth Activities	17.259	AA311039	474,773	-
WIA/WIOA Youth Activities	17.259	AA411039	25,003	-
Subtotal WIA/WIOA Youth Activities			801,360	88,919
WIOA Dislocated Worker Formula Grants	17.278	AA211039	88,423	-
WIOA Dislocated Worker Formula Grants	17.278	AA311039	773,814	-
WIOA Dislocated Worker Formula Grants	17.278	AA211039	34,170	-
WIOA Dislocated Worker Formula Grants	17.278	AA311039	113,074	-
Subtotal WIA/WIOA Dislocated Worker Formula Grants			1,009,481	-
Subtotal WIA/WIOA Cluster			2,855,192	88,919
WIOA National Dislocated Worker Grants/WIA National Emergency Grants				
WIA National Emergency Grants	17.277	AA111039	42,869	-
US Department of Labor (DOL) Total			2,898,061	88,919

County of Solano, California
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Financial Assistance Listing/Federal CFDA Number	Pass-through Entity Identifying Number	Expenditures	Amounts Passed- Through to Subrecipients
US Department of Transportation (DOT)				
Direct Programs:				
COVID-19 Airport Improvement Program	20.106	Not Applicable	\$ 27,679	\$ -
COVID-19 Airport Improvement Program	20.106	Not Applicable	527	-
Subtotal Airport Improvement Program			28,206	-
Pass-Through Programs:				
California Department of Transportation (CalTrans)				
Highway Planning and Construction:				
Highway Planning and Construction	20.205	5923	3,384,053	208,557
California Office of Traffic Safety (OTS)				
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	AL22016	334,090	-
Highway Safety Cluster:				
National Priority Safety Programs	20.616	OP22008	135,218	-
National Priority Safety Programs	20.616	D123023	259,687	-
National Priority Safety Programs	20.616	D121010	127,440	-
Subtotal Highway Safety Cluster			522,345	-
Pass-Through Programs Subtotal			4,240,488	208,557
US Department of Transportation (DOT) Total			4,268,694	208,557
US Department of Health and Human Services (DHHS)				
Direct Programs:				
Health Center Program Cluster:				
Health Center Program (Community Health Centers, Migrant Health Centers, Health Care for the Homeless, and Public Housing Primary Care)	93.224	Not Applicable	1,725,661	-
COVID-19 ARPA Health Center Program (Community Health Centers, Migrant Health Centers, Health Care for the Homeless, and Public Housing Primary Care)	93.224	Not Applicable	1,308,480	-
Total Health Center Program Cluster			3,034,141	-
COVID-19 ARPA Grants for Capital Development in Health Centers	93.526	Not Applicable	211,510	-
COVID-19 Provider Relief Fund	93.498	Not Applicable	463,799	-
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease	93.918	Not Applicable	341,429	-
Direct Programs Subtotal			4,050,879	-
Pass-Through Programs:				
California Department of Aging (CDA)				
Aging Cluster:				
Special Programs for the Aging, Title VII, Chapter 3, Programs for Prevention of Elder Abuse, Neglect, and Exploitation	93.041	AP-2122-28, 2101CAOAEA-01, AP-2223-28 2201CAOAEA-01	3,144	3,144
Special Programs for the Aging, Title VII, Chapter 2, Long Term Care Ombudsman Services for Older Individuals	93.042	AP-2122-28 2101CAOAEA-01, AP-2223-28 2201CAOAEA-01	72,071	72,071
COVID - 19 Special Programs for the Aging, Title VII, Chapter 2, Long-Term Care Ombudsman Services for Older Individuals	93.042	CARES Act - Ombudsman Program 2001CAOMC3-00 CARES Act -	17,428	17,428

County of Solano, California
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Financial Assistance Listing/Federal CFDA Number	Pass-through Entity Identifying Number	Expenditures	Amounts Passed- Through to Subrecipients
US Department of Health and Human Services (DHHS) (Cont'd)				
Pass-Through Programs (Cont'd):				
California Department of Aging (CDA) (Cont'd)				
COVID - 19 Special Programs for the Aging, Title VII, Chapter 2, Long-Term Care Ombudsman Services for Older Individuals	93.042	Ombudsman Program 2001CAOMC3-01	\$ 1,562	\$ 1,562
Subtotal Special Programs for the Aging, Title VII, Chapter 2, Long-Term Care Ombudsman Services for Older Individuals			91,061	91,061
Special Programs for the Aging, Title III, Part D, Disease Prevention and Health Promotion Services	93.043	AP-2122-28, 2101CAOAPH-01, AP-2223-28 2201CAOAPH-01	47,877	47,877
Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	AP-2122-28 2101CAOASS-01, AP-2223-28 2201CAOASS-01	826,610	751,863
COVID - 19 Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	CARES Act - Supportive Services 2001CASSC3-00	20,119	20,119
COVID - 19 Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	ARPA Support Services - 2101CASSC6-00	19,273	16,797
COVID - 19 Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	ADRC COVID Vaccine Access Program 2101CAVAC5-00	25,037	25,037
Subtotal Special Programs for the Aging, Title III, Part B Grants for Supportive Services and Senior Centers			891,039	813,816
Special Programs for the Aging, Title III, Part C, Nutrition Services	93.045	AP-2122-28 2101CAOACM-01 2101CAOAH0-01 AP-22233.28, 2201CAOACM-01 2201CAOAH0-01	863,369	724,925
Special Programs for the Aging, Title III, Part C, Nutrition Services	93.045	Consolidated Appropriations Act 2101-CAHDC5-00	46,040	46,040
Special Programs for the Aging, Title III, Part C, Nutrition Services	93.045	ARPA - Home Delivered Meals 2101CAHD6-00	217,908	193,693
COVID - 19 Special Programs for the Aging, Title III, Part C, Nutrition Services	93.045	CARES Act - Nutrition Services 2001CAHDC3-00	105	105
Subtotal Special Programs for the Aging, Title III, Part C, Nutrition Services			1,127,422	964,763
National Family Caregiver Support, Title III, Part E	93.052	AP-2122-28, 2101CAOAF0-01, AP-2223-28 2201CAOAF0-01	291,617	259,991
COVID-19 National Family Caregiver Support, Title III, Part E	93.052	ARPA - Family Caregivers 2101CAFCC6-00	42,390	38,536
COVID-19 National Family Caregiver Support, Title III, Part E	93.052	CARES ACT - FCSP 2001CAFCC3-00	4,169	4,169
Subtotal National Family Caregiver Support, Title III, Part E			338,176	302,696
Nutrition Services Incentive Program	93.053	AP-2122-28 2101CAOANS-01, AP-2223-28 2201CAOANS-01	207,308	207,308
Total Aging Cluster			2,706,027	2,430,665

County of Solano, California
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Financial Assistance Listing/Federal CFDA Number	Pass-through Entity Identifying Number	Expenditures	Amounts Passed- Through to Subrecipients
US Department of Health and Human Services (DHHS) (Cont'd)				
Pass-Through Programs (Cont'd):				
California Department of Aging (CDA) (Cont'd)				
COVID-19 Elder Abuse Prevention Interventions Program	93.747	2101CALOC5-00	\$ 2,171	\$ 2,171
California Department of Public Health (CDPH)				
Elder Abuse Prevention Interventions Program	93.747	1946001347 A7	72,639	-
Subtotal Elder Abuse Prevention Interventions Program			74,810	2,171
Pass-Through Programs:				
California Department of Public Health (CDPH)				
Public Health Emergency Preparedness Program	93.069	17-10201	208,837	-
National Bioterrorism Hospital Preparedness Program	93.889	17-10201	240,451	-
Project Grants and Cooperative Agreements for Tuberculosis Control Programs	93.116	2048BASE00	85,050	-
Childhood Lead Poisoning Prevention Projects, State and Local Childhood Lead Poisoning Prevention and Surveillance of Blood Lead Levels in Children	93.197	20-10551	19,857	-
COVID-19 Epidemiology and Laboratory Capacity for Infectious Diseases - Enhance Detection Phase 2	93.323	4265	607,765	-
COVID-19 Epidemiology and Laboratory Capacity for Infectious Diseases - Enhance Detection Phase 3	93.323	4265	5,663,961	-
COVID-19 Epidemiology and Laboratory Capacity for Infectious Diseases	93.323	187.341	6,795	-
Subtotal Epidemiology and Laboratory Capacity for Infectious Diseases			6,278,521	-
Activities to Support State, Tribal, Local and Territorial (STLT)				
Health Department Response to Public Health or Healthcare Crises	93.391	CERI-212340	226,463	-
Maternal, Infant, and Early Childhood Home Visiting	93.870	CHVP 21-48	815,702	-
Maternal, Infant, and Early Childhood Home Visiting	93.870	21-10750	43,042	-
Subtotal Maternal, Infant, and Early Childhood Home Visiting			858,744	-
HIV Care Formula Grants	93.917	18-10892	68,570	-
HIV Care Formula Grants	93.917	18-10892	22,479	-
Subtotal HIV Care Formula Grants			91,049	-
HIV Prevention Activities_Health Department Based	93.940	18-10774	82,288	4,285
COVID-19 Public Health Emergency Response: Cooperative Agreement for Emergency Response Public Health Crisis Response	93.354	4265	161,633	-
Immunization Cooperative Agreements	93.268	17-10354	182,180	-
California Department of Social Services (CDSS)				
Guardianship Assistance	93.090	1946001347 A7	645,891	-
Guardianship Assistance	93.090	1946001347 A7	85,194	-
Subtotal Guardianship Assistance			731,085	-
Promoting Safe and Stable Families	93.556	1946001347 A7	301,061	270,620
Community-Based Child Abuse Prevention Grants	93.590	1946001347 A7	35,923	35,923

County of Solano, California
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Financial Assistance Listing/Federal CFDA Number	Pass-through Entity Identifying Number	Expenditures	Amounts Passed- Through to Subrecipients
US Department of Health and Human Services (DHHS) (Cont'd)				
Pass-Through Programs:				
California Department of Public Health (CDPH) (Cont'd)				
Temporary Assistance for Needy Families	93.558	1946001347 A7	\$ 29,664,683	\$ 10,741,110
Temporary Assistance for Needy Families	93.558	1946001347 A7	9,661,186	-
Temporary Assistance for Needy Families	93.558	1946001347 A7	71,379	-
Subtotal Temporary Assistance for Needy Families			39,397,248	10,741,110
Refugee and Entrant Assistance State/Replacement Designee Administered Programs	93.566	1946001347 A7	42,119	-
Refugee and Entrant Assistance State/Replacement Designee Administered Programs	93.566	1946001347 A7	195	-
Subtotal Refugee and Entrant Assistance State/Replacement Designee Administered Programs			42,314	-
Adoption and Legal Guardianship Incentive Payments Program	93.603	1946001347 A7	6,196	-
Stephanie Tubbs Jones Child Welfare Services Program	93.645	1946001347 A7	134,957	-
Foster Care_Title IV-E - (Recovery)	93.658	1946001347 A7	2,386,020	1,709,642
Foster Care_Title IV-E - (Recovery)	93.658	1946001347 A7	5,372,354	132,826
Foster Care_Title IV-E - (Recovery)	93.658	1946001347 A7	312,354	-
Subtotal Foster Care_Title IV-E - (Recovery)			8,070,728	1,842,468
Adoption Assistance_Title IV-E	93.659	1946001347 A7	5,455,161	-
Adoption Assistance_Title IV-E	93.659	1946001347 A7	553,181	-
Subtotal Adoption Assistance_Title IV-E			6,008,342	-
Social Services Block Grant	93.667	1946001347 A7	356,384	-
Social Services Block Grant	93.667	1946001347 A7	329,728	-
Subtotal Social Services Block Grant			686,112	-
John H. Chafee Foster Care Program for Successful Transition to Adulthood	93.674	1946001347 A7	148,008	148,008
California Department of Child Support Services (DCSS) Child Support Enforcement	93.563	1-946001347-P-9	7,682,948	-
California Department of Health Care Services (DHCS) Projects for Assistance in Transition from Homelessness (PATH)	93.150	14-90354	35,911	-
Block Grants for Community Mental Health Services	93.958	14-90354	354,343	344,087
CRRSAA Block Grants for Community Mental Health Services	93.958	14-90354	106,592	106,592
COVID-19 ARPA - Block Grants for Community Mental Health Services	93.958	14-90354	120,486	98,587
Subtotal Block Grants for Community Mental Health Services			581,421	549,266
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	1,683,813	828,986
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	599,135	61,449
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	14,615	11,825
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	55,000	55,000
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	42,101	35,504
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	153,580	116,140
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	6,263	6,073
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	188,320	188,320

County of Solano, California
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Financial Assistance Listing/Federal CFDA Number	Pass-through Entity Identifying Number	Expenditures	Amounts Passed- Through to Subrecipients
US Department of Health and Human Services (DHHS) (Cont'd)				
Pass-Through Programs (Cont'd):				
California Department of Health Care Services (DHCS) (Cont'd)				
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	\$ 247,248	\$ 220,737
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	170,105	114,900
Block Grants for Prevention & Treatment of Substance Abuse	93.959	14-90106	19,601	19,331
Subtotal Block Grants for Prevention & Treatment of Substance Abuse			3,179,781	1,658,265
Maternal and Child Health Services Block Grant to the States	93.994	4265	609,420	-
Maternal and Child Health Services Block Grant to the States	93.994	4265	495,028	-
Maternal and Child Health Services Block Grant to the States	93.994	4265	37,137	-
California Department of Public Health (CDPH)				
Maternal and Child Health Services Block Grant to the States	93.994	202148	388,673	-
Subtotal Maternal and Child Health Services Block Grant to the States			1,530,258	-
Medicaid Cluster:				
Medical Assistance Program	93.778	1946001347 A7	938,522	-
Medical Assistance Program	93.778	1946001347 A7	20,233,149	-
Medical Assistance Program	93.778	1946001347 A7	2,360,174	-
Total Medicaid Cluster			23,531,845	-
Pass-Through Programs Subtotal			103,320,048	17,682,781
US Department of Health and Human Services (DHHS) Total			107,370,927	17,682,781
US Department of Homeland Security (DHS)				
Pass-Through Programs:				
California Office of Emergency Services (CalOES)				
Emergency Management Performance Grants	97.042	Cal OES ID: 095-0000 Subaward #2021-0014	63,315	-
Emergency Management Performance Grants	97.042	Cal OES ID: 095-0000 Subaward #2021-0015	115,530	-
Emergency Management Performance Grants	97.042	Cal OES ID: 095-0000 Subaward #2022-0005	46,060	-
Subtotal Emergency Management Performance Grants			224,905	-
Homeland Security Grant Program	97.067	Cal OES ID: 095-0000 2021-0081	978	-
Homeland Security Grant Program	97.067	Cal OES ID: 095-0000 2021-0081	78,070	-
Homeland Security Grant Program	97.067	Cal OES ID: 095-0000 2020-0095	283,229	-
City & County of San Francisco				
Homeland Security Grant Program	97.067	075-95017	251,279	-
Subtotal Homeland Security Grant Program			613,556	-
US Department of Homeland Security (DHS) Total			838,461	-

County of Solano, California
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Financial Assistance Listing/Federal CFDA Number	Pass-through Entity Identifying Number	Expenditures	Amounts Passed- Through to Subrecipients
US Department of the Interior				
Pass Through:				
Department of Parks & Recreation Division of Boating and Waterways				
Sport Fish Restoration	15.605	C22L01625	\$ 45,942	\$ -
US Department of the Interior Total			<u>45,942</u>	<u>-</u>
US Department of the Treasury				
Direct Programs:				
COVID-19 Coronavirus State Local Fiduciary Recovery Funds - ARPA	21.027	Not Applicable	16,698,200	2,075,252
Pass-Through Programs:				
City of Vallejo				
COVID-19 Coronavirus State Local Fiduciary Recovery Funds - ARPA Sm	21.027	Not Applicable	<u>596,260</u>	<u>-</u>
US Department of Treasury Total			<u>17,294,460</u>	<u>2,075,252</u>
US Small Business Administration (SBA)				
Pass-Through Programs:				
Humboldt State University				
Small Business Development Centers	59.037	SBAOEDSB230015	106,540	-
Small Business Development Centers	59.037	SBAHQ-20-B-0066	<u>104,192</u>	<u>-</u>
US Small Business Administration (SBA) Total			<u>210,732</u>	<u>-</u>
Total Federal Financial Assistance			<u>\$ 154,472,189</u>	<u>\$ 24,309,059</u>

Note 1 - Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of the County of Solano, California (County) under programs of the federal government for the year ended June 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the County, it is not intended to and does not present the financial position, changes in net position, or cash flows of the County.

Note 2 - Summary of Significant Accounting Policies

Expenditures reported in the schedule are reported on the modified accrual basis of accounting for the governmental funds and the accrual basis of accounting for the proprietary funds, except for subrecipient expenditures which are recorded on the cash basis and certain U.S. Department of Health and Human Resources programs that are reported on a cash basis in accordance with guidance provided by the California Health and Human Services Agency. When applicable, such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts, if any, shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in the prior years.

Note 3 - Pass-Through Entities' Identifying Numbers

When federal awards are received from a pass-through entity, the Schedule indicates if assigned, the identifying grant or contract number that has been assigned by the pass-through entity.

Note 4 - Medicaid Cluster

Except for Medicaid (Medi-Cal) administrative expenditures, Medi-Cal and Medicare program expenditures are excluded from the schedule of expenditures of federal awards. These expenditures represent fees for services; therefore, neither is considered a federal award program of the County for purposes of the schedule of expenditures of federal awards or in determining major programs. The County assists the State of California (State) in determining eligibility and provides Medi-Cal and Medicare services through County-owned health facilities. Medi-Cal administrative expenditures are included in the schedule of expenditures of federal awards as they do not represent fees for services.

Note 5 - Indirect Cost Rate

The County has not elected to use the 10-percent de minimis indirect cost rate.

Note 6 - Aging Cluster

The California Department of Aging considers other closely related pass-through programs by the State to be included with the Aging Cluster, in accordance with 2 CFR 200.12.

Note 7 - Provider Relief Funds

The County received amounts from the U.S. Department of Health and Human Services (HHS) through the Provider Relief Fund (PRF) program (Federal Financial Assistance Listing/CFDA #93.498) during the year ended June 30, 2022, totaling \$463,799. In accordance with the 2023 compliance supplement, the PRF expenditures recognized on the schedule are based on the reporting to HHS for Period 4, defined as payments received during July 1, 2021 to December 31, 2021 of \$463,799, as required under the PRF program.

Section I – Summary of Auditor’s Results

FINANCIAL STATEMENTS

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
Material weaknesses identified	Yes
Significant deficiencies identified not considered to be material weaknesses	None reported
Noncompliance material to financial statements noted?	No

FEDERAL AWARDS

Internal control over major federal programs:	
Material weaknesses identified	Yes
Significant deficiencies identified not considered to be material weaknesses	None reported
Type of auditor's report issued on compliance for major programs:	Unmodified for all major programs except for the Housing Voucher Cluster, Highway Planning and Construction, and the Medicaid Cluster, which were qualified.
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	Yes

Identification of major programs:

Name of Federal Program	Federal Financial Assistance Listing
Housing Voucher Cluster	14.871 / 14.879
Highway Planning and Construction	20.205
COVID-19 Coronavirus State and Local Fiscal Recovery Funds	21.027
Epidemiology and Laboratory Capacity for Infectious Diseases	93.323
Temporary Assistance for Needy Families	93.558
Adoption Assistance Program	93.659
Medicaid Cluster	93.778
Block Grants for Prevention and Treatment of Substance Abuse	93.959
Dollar threshold used to distinguish between type A and type B programs:	\$3,000,000
Auditee qualified as low-risk auditee?	No

Section II – Financial Statement Findings

2023-001 Financial Reporting

Type of Finding: Material Weakness in Internal Control over Financial Reporting

Criteria:

Management is responsible for the preparation and fair presentation of the financial statements. Management is responsible for ensuring that all financial records and related information is reliable and properly recorded in accordance with the Generally Accepted Accounting Principles (GAAP).

Condition:

During our audit, we identified the following audit adjustments:

1. Correction of revenues for revenues improperly recognized as unearned revenues, and
2. Correction of expenditures related to funds advanced to others.

Cause:

For condition 1 above, the revenues were improperly recorded as unearned revenues during the period in which the revenues were received and met the criteria for revenue recognition.

For condition 2 above, the County did not obtain timely information from the recipient of the advance of expenditures incurred through the fiscal year end.

Effect:

Adjustments were necessary to the present financial statements in accordance with GAAP.

Recommendation:

We recommend that management strengthen its review of transactions and year-end closing procedures to ensure that all transactions are properly reflected in the financial statements.

Views of Responsible Officials and Planned Corrective Action:

Management agrees with the finding. See separate corrective action plan.

Section III – Federal Award Findings and Questioned Costs

2023-002

Program: Housing Voucher Cluster

Federal Financial Assistance Listing No.: 14.871, 14.879

Federal Agency: U.S. Department of Housing and Urban Development

Passed-through: n/a – direct award

Award Number and Year: CA131, 2022/2023

Compliance Requirement: Subrecipient Monitoring

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Criteria:

2 CFR 200.331(a) establishes the required elements that the pass-through entity (County) must include in their subrecipient agreements.

2 CFR 200.331(b) establishes the requirement that the pass-through entity must evaluate the risk of noncompliance with Federal statutes, regulations, and terms and conditions of the program for each subaward for the purpose of determining the appropriate subrecipient monitoring activities.

2 CFR 200.331(d) and 2 CFR 200.331(e) establishes the requirement that the pass-through entity must monitor the activities of each subrecipient of program funds to ensure that the subaward is used for authorized purposes, complies with the terms and conditions of the subaward and achieves performance goals. 2 CFR 200.331(d) requires that the monitoring activities must include:

- 1) Reviewing of financial and performance reports as required by the pass-through entity.
- 2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and other means.
- 3) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521 Management decision.

Condition:

In 1 out of 1 instance selected, we found that the subrecipient agreement did not contain the federal award identification elements required to be communicated by the County.

We found that the County does have documented policies and procedures for the evaluation of the subrecipient's risk of noncompliance and subrecipient monitoring procedures; however, the risk assessment was performed in November 2022, which was after the agreement was in effect for the fiscal year 2023, and the review of the risk assessment was not documented until March 2023. Based on the County's policy for monitoring of the subrecipient based on the assessed level of risk, the County was required to obtain and review quarterly reports and perform a site visit. There was no documentation supporting the receipt, review, and results of the review of the quarterly reports. There was also no evidence of the review and communication of the results of the site visit to the subrecipient.

Cause:

The County was unable to finalize the revised subrecipient agreement prior to fiscal year 2023, the County department adopted the policies and procedures to perform the risk assessment after the beginning of fiscal year 2023, and the subrecipient monitoring policies and procedures do not require the department to document its review and results of monitoring procedures.

Effect:

The County did not include all the required elements in their subaward, did not perform a risk assessment prior to the fiscal year 2023 subaward, and did not document the results of the monitoring procedures performed over the subaward.

Questioned Costs:

None reported.

Context/Sampling:

We selected 100% of the County's subrecipients of the program.

Repeat Finding from Prior Year(s):

Yes, prior year finding 2022-003.

Recommendation:

We recommend that the County continue to strengthen its policies and procedures over subrecipient monitoring to ensure that a risk assessment is completed prior to the start of the annual award and reviewed timely, and strengthen its policies and procedures to ensure that the results of monitoring procedures are documented and review.

Views of Responsible Officials:

Management agrees with the finding. See separate corrective action plan.

2023-003 **Program:** Housing Voucher Cluster
Federal Financial Assistance Listing No.: 14.871, 14.879
Federal Agency: U.S. Department of Housing and Urban Development
Passed-through: n/a – direct award
Award Number and Year: CA131, 2022/2023

Compliance Requirement: Reporting

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Criteria:

2 CFR 200.303(a) establishes that the auditee must establish and maintain effective internal control over the federal award that provides assurance that the entity is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. 2 CFR Part 170 establishes requirements for recipients' reporting of information on subawards as required by the Federal Funding Accountability and Transparency Act of 2006 (FFATA).

Condition:

We identified that the FFATA reporting was not completed as required by 2 CFR Part 170 for the following instances:

Transactions Tested	Subaward Not Reported	Report Not Timely	Subaward Amount Incorrect	Subaward Missing Key Elements
1	1	1	1	1

Dollar Amount of Tested Transactions	Subaward Not Reported	Report Not Timely	Subaward Amount Incorrect	Subaward Missing Key Elements
\$3,125,897	\$3,125,897	\$3,125,897	\$3,125,897	\$3,125,897

Cause:

Management asserted that the County's award is not available in the FFATA portal; therefore, they are unable to submit the FFATA reports for the subrecipient of this grant.

Effect:

Ineffective controls over this area of compliance could result in reports that are inaccurate, or incomplete being submitted to the federal agency.

Questioned Costs:

None reported.

Context/Sampling:

We tested 100% of all subrecipients.

Repeat Finding from Prior Year(s):

Yes, prior year finding 2022-004.

Recommendation:

We recommend that management strengthen their processes and procedures related to the submission of the required FFATA reports to ensure compliance with the program requirements. We also recommend that management establish documented review of the required FFATA reports by an individual other than the preparer prior to submission and retain record of the review and submission.

Views of Responsible Officials:

Management agrees with the finding. See separate corrective action plan.

2023-004

Program: Temporary Assistance for Needy Families
Federal Financial Assistance Listing No.: 93.558
Federal Agency: U.S. Department of Health and Human Services
Passed-through: California Department of Social Services
Award Number and Year: 1946001347 A7, 2022/2023

Compliance Requirement: Eligibility, and Special Tests and Provisions

Type of Finding: *Material Weakness in Internal Control over Compliance, Instance of Noncompliance*

Criteria:

Per the *2023 OMB Compliance Supplement*, agencies are required to maintain eligibility records including documents to support the agency's eligibility determination and information about each individual and benefits paid to or on behalf of the individual. In addition, it is required that eligibility determinations and redeterminations, including obtaining any required documentation and verifications, are performed to determine if individuals are eligible in accordance with the compliance requirements of the program.

Condition:

As a result of our eligibility testing, we noted one (1) out of 60 cases were missing the notice and agreement for child, spousal and medical support (form CW2.1) for support the applicants child support cooperation.

Cause:

The County's policies and procedures did not ensure that all CW2.1 forms were retained in the applicants' file.

Effect:

By not obtaining and retaining the required forms and applicant files, the County increases its risk of ineligible individuals receiving benefits or incorrect benefit amounts and increases the risk of noncompliance with the program.

Questioned Costs:

None reported.

Context/Sampling:

The condition noted above was found during our testing procedures over eligibility and special tests and provisions. A sample of 60 benefit payments out of a population 47,275 were selected for testing. This represented \$78,812.43 of benefit payments out of \$9,661,186.

In one (1) out of 60 cases, we found that the County did not retain a copy of the CW2.1 to evidence the applications cooperation with the child, spousal and medical support conditions. However, we found that the related recipient/case was still eligible.

Repeat Finding from Prior Year(s):

Yes, prior year finding 2022-005.

Recommendation:

We recommend that the County strengthen its current policies and procedures with regards to obtaining the required forms.

Views of Responsible Officials:

Management agrees with the finding. See separate corrective action plan.

2023-005

Program: Epidemiology and Laboratory Capacity for Infectious Diseases
Federal Financial Assistance Listing No.: 93.323
Federal Agency: U.S. Department of Health and Human Services
Passed-through: California Department of Public Health
Award Number and Year: COVID-19ELC48, COVID-19ELC106, 2021/2022

Compliance Requirement: Reporting

Type of Finding: *Material Weakness in Internal Control over Compliance*

Criteria:

2 CFR 200.303(a) requires that the non-federal entity must establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award.

Condition:

Out of four quarterly (4) reports sampled, we noted three (3) instances where the review and approval of the submitted reports was not documented. The County implemented a documented review of the reports prior to submission beginning with the April 2023 quarterly report.

Cause:

The County's internal control environment was impacted by a shortage of staff necessary to fully conduct the program.

Effect:

The County's reports on the awards were not reviewed for accuracy.

Questioned Costs:

None reported.

Context/Sampling:

We selected four (4) reports out of eight (8) required quarterly reports. We noted that all of the selected reports were accurate and submitted timely.

Repeat Finding from Prior Year:

Yes. See prior year finding 2022-009.

Recommendation:

We recommend that the County continue to strengthen its policies and procedures to ensure that the review report of all reports is performed prior to submission.

Views of Responsible Officials:

Management agrees with the finding. See separate corrective action plan.

2023-006

Program: Epidemiology and Laboratory Capacity for Infectious Diseases
Federal Financial Assistance Listing No.: 93.323
Federal Agency: U.S. Department of Health and Human Services
Passed-through: California Department of Public Health
Award Number and Year: COVID-19ELC48, COVID-19ELC106, 2021/2022

Compliance Requirement: Procurement, Suspension and Debarment
Type of Finding: *Instances of Noncompliance*

Criteria:

Per 2 CFR part 200, subpart D, section 200.303, the nonfederal entity must establish and maintain effective internal control over the federal award that provides reasonable assurance that the nonfederal entity is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award.

Prior to entering into subawards and contracts with award funds, recipients must verify that such contractors and subrecipients are not suspended, debarred, or otherwise excluded pursuant to 31 CFR section 19.300.

Condition:

We identified that the County's purchasing and contracting policy does not require the verification of the debarment and suspension status of vendors prior to entering into agreements.

Cause:

The County is in process of updating its purchasing and contracting policy to include verifying the debarment and suspension status of vendors prior to entering into agreements through one of the permitted methods: verify SAM registration status of potential vendors, collect certification from potential vendors, or include a clause or condition to the contract. The County's current purchasing and contracting policy does not require verification of the vendors debarment and suspension status.

Effect:

Noncompliance with these requirements could result in disbursement of Federal funds to suspended or debarred parties.

Questioned Costs:

None reported.

Context/Sampling:

The County's purchasing and contracting policy utilized by the department does not include verification of vendor debarment and suspension status prior to entering in the agreement.

Repeat Finding from Prior Year:

Yes. See prior year finding 2022-010.

Recommendation:

We recommend that the County implement in its policies procedures to verify SAM registration status of potential vendors, collect certification from potential vendors, or include a clause or condition to the contract to verify that entities to which the County is awarding Federal funds is not suspended or debarred.

Views of Responsible Officials:

Management agrees with the finding. See separate corrective action plan.

2023-007 **Program:** Highway Planning and Construction
Federal Financial Assistance Listing No.: 20.205
Federal Agency: U.S. Department of Transportation
Passed-through: California Department of Transportation
Award Number and Year: 5923, 2022/2023

Compliance Requirement: Subrecipient Monitoring

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Criteria:

2 CFR 200.331(a) establishes the required elements that the pass-through entity (County) must include in their subrecipient agreements.

2 CFR 200.331(b) establishes the requirement that the pass-through entity must evaluate the risk of noncompliance with Federal statutes, regulations, and terms and conditions of the program for each subaward for the purpose of determining the appropriate subrecipient monitoring activities.

2 CFR 200.331(d) and 2 CFR 200.331(e) establishes the requirement that the pass-through entity must monitor the activities of each subrecipient of program funds to ensure that the subaward is used for authorized purposes, complies with the terms and conditions of the subaward and achieves performance goals. 2 CFR 200.331(d) requires that the monitoring activities must include:

- 1) Reviewing of financial and performance reports as required by the pass-through entity.
- 2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and other means.
- 3) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521 Management decision.

2 CFR 200.331(f) establishes the requirement for the pass-through entity to verify whether the subrecipient is subject to a single audit when the subrecipient's expenditures are expected to exceed the threshold set forth in 2 CFR 200.501.

Condition:

In 1 out of 1 instance selected, we found that the subrecipient agreement did not contain the federal award identification elements required to be communicated by the County, no risk assessment was performed, and no subrecipient monitoring was performed. In this same instance, a documented review of whether the subrecipient was subject to a single audit was also not performed.

We also found that the subrecipient did not reflect the expenditures of the subaward in its single audit in the period the expenditures were incurred.

Cause:

The County improperly identified the subrecipient as a contractor. The County did not perform an evaluation of the agreement to determine whether the vendor was a contractor or a subrecipient.

Effect:

The County did not comply with the subrecipient monitoring compliance requirements.

Questioned Costs:

None reported.

Context/Sampling:

We selected 100% of the County's subrecipients of the program.

Repeat Finding from Prior Year(s):

No.

Recommendation:

We recommend that the County establish procedures to determine whether agreements represent a contractor or a subrecipient arrangement.

Views of Responsible Officials:

Management agrees with the finding. See separate corrective action plan.

2023-008

Program: Medicaid Cluster

Federal Financial Assistance Listing No.: 93.778

Federal Agency: U.S. Department of Health and Human Services

Passed-through: California Department of Public Health

Award Number and Year: 1946001347 A7, 2022/2023

Compliance Requirement: Eligibility

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Criteria:

Per the *2023 OMB Compliance Supplement*, agencies are required to maintain eligibility records including documents to support the agency's eligibility determination and information about each individual and benefits paid to or on behalf of the individual. In addition, it is required that eligibility determinations and redeterminations, including obtaining any required documentation and verifications, are performed to determine if individuals are eligible in accordance with the compliance requirements of the program.

Condition:

As a result of our eligibility testing, we identified 36 instances out of 60 sampled in which the annual redeterminations for in-home supportive services were not performed or not performed timely. In the same sample, we identified 2 instances in which the in-home supportive services benefit application (SOC295) was not retained by the County.

Cause:

The County's policies and procedures did not ensure that 1) timely redeterminations are performed for all program recipients, and 2) program recipient applications were retained.

Effect:

The lack of performance of timely eligibility redetermination and by not retaining supporting documentation for applications could result in ineligible individuals receiving benefits and increase the risk of noncompliance with the program.

Questioned Costs:

None reported.

Context/Sampling:

A sample of 60 in-home supportive services recipients were selected out of 5,722.

Repeat Finding from Prior Year(s):

No.

Recommendation:

We recommend that the County strengthen its current policies and procedures with regards to eligibility redeterminations, required documentation, and maintenance of participant file and ensure that such policies and procedures are formally documented.

Views of Responsible Officials:

Management agrees with the finding. See separate corrective action plan.

County of Solano, California
Summary Schedule of Prior Audit Findings
For the Fiscal Year Ended June 30, 2023

Summarized below is the current status of findings reported in the prior year's schedule of audit findings and questioned costs.

Finding No.	Finding or Program/Cluster	Assistance Listing No.	Compliance Requirement	Status
2022-001	Financial Reporting	Not Applicable	Not Applicable	Implemented.
2022-002	Property Assessment Valuation Changes	Not Applicable	Not Applicable	Implemented.
2022-003	Housing Voucher Cluster	14.871, 14.879	Subrecipient Monitoring	Partially implemented. See finding 2023-002.
2022-004	Housing Voucher Cluster	14.871, 14.879	Reporting	Not implemented. See finding 2023-003.
2022-005	Temporary Assistance for Needy Families	93.558	Allowable Costs, Eligibility and Special Tests and Provisions	Partially implemented. See finding 2023-004.
2022-006	Emergency Rental Assistance Program	21.023	Eligibility	Implemented.
2022-007	Emergency Rental Assistance Program	21.023	Reporting	Implemented.
2022-008	Emergency Rental Assistance Program	21.023	Subrecipient Monitoring	Implemented.
2022-009	Epidemiology and Laboratory Capacity for Infectious Diseases	93.323	Reporting	Partially implemented. See finding 2023-005.
2022-010	Epidemiology and Laboratory Capacity for Infectious Diseases	93.323	Procurement, Suspension and Debarment	Partially implemented. See finding 2023-006.
2022-011	WIA/WIOA Cluster	17.258, 17.259, 17.278	Reporting	Implemented.

County of Solano, California
Supplemental Schedule of the Office of California State Department of Aging Grants
For the Fiscal Year Ended June 30, 2023

I. AREA PLAN *

Federal Grantor/Program Title	CFDA Number	Contract Number	Federal Expenditures	State Expenditures	Total Expenditures
Special Programs for the Aging, Title VII, Chapter 3, Programs for Prevention of Elder Abuse, Neglect, and Exploitation	93.041	AP-2223-28	\$ 3,144	\$ -	\$ 3,144
Special Programs for the Aging, Title VII, Chapter 2, Long-Term Care Ombudsman Services for Older Individuals	93.042	AP-2223-28	72,071	-	72,071
Special Programs for the Aging, Title III, Part D, Disease Prevention and Health Promotion Services	93.043	AP-2223-28	47,877	-	47,877
Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	AP-2223-28	826,610	-	826,610
Special Programs for the Aging, Title III, Part C, Nutrition Services	93.045	AP-2223-28	863,369	-	863,369
National Family Caregiver Support, Title III, Part E	93.052	AP-2223-28	291,617	-	291,617
Nutrition Services Incentive Program	93.053	AP-2223-28	207,308	-	207,308
General Fund Baseline Administration	N/A	AP-2223-28	-	100,000	100,000
General Fund IIIB (Ombudsman)	N/A	AP-2223-28	-	259,850	259,850
Public Health L&C Program Fund (PHL&C Ombudsman)	N/A	AP-2223-28	-	740,714	740,714
State Health Facilities Citation Penalties Account (SHF Cit Pen Ombudsman)	N/A	AP-2223-28	-	7,387	7,387
State Nursing Facilities Penalties Account (SHF Cit Pen Ombudsman)	N/A	AP-2223-28	-	22,322	22,322
State Nursing Facilities Quality and Accountability (SNFQAF Ombudsman)	N/A	AP-2223-28	-	42,759	42,759
			<u>\$ 2,311,996</u>	<u>\$ 1,173,032</u>	<u>\$ 3,485,028</u>

II. OTHER FUNDING *

Federal Grantor/Program Title	CFDA Number	Contract Number	Federal Expenditures	State Expenditures	Total Expenditures
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program (CalFresh/SNAP-ED)	10.561	SP-2122-28	\$ 207,914	\$ -	\$ 207,914
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program (CalFresh/SNAP-ED)	10.561	CF-2223-28	297,109	-	297,109
Special Programs for the Aging, Title VII, Chapter 2, Long-Term Care Ombudsman Services for Older Individuals	93.042	CARES	17,428	-	17,428
Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	CARES	20,119	-	20,119
Special Programs for the Aging, Title III, Part C, Nutrition Services	93.045	CARES	105	-	105
National Family Caregiver Support, Title III, Part E	93.052	CARES	4,169	-	4,169
Special Programs for the Aging, Title VII, Chapter 2, Long-Term Care Ombudsman Services for Older Individuals	93.042	AP-2122-28 A2	1,562	-	1,562
Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	Vaccine	25,037	-	25,037
Special Programs for the Aging, Title III, Part C, Nutrition Services	93.045	AP-2122-28 A2	46,040	-	46,040
Elder Abuse Prevention Interventions Program	93.747	AP-2122-28 A2	2,171	-	2,171
Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	AP-2122-28 A3	19,237	-	19,237

County of Solano, California

Supplemental Schedule of the Office of California State Department of Aging Grants (Continued)
For the Fiscal Year Ended June 30, 2023

II. OTHER FUNDING (Continued) *

Federal Grantor/Program Title	CFDA Number	Contract Number	Federal Expenditures	State Expenditures	Total Expenditures
Special Programs for the Aging, Title III, Part C, Nutrition Services	93.045	AP-2122-28 A3	\$ 217,908	\$ -	\$ 217,908
National Family Caregiver Support, Title III, Part E	93.052	AP-2122-28 A3	42,390	-	42,390
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program (CalFresh/SNAP-ED)		CF-222-28	-	29,649	29,649
Senior Legal Services		IF-2223-28	-	17,928	17,928
Dignity at Home Fall Prevention		IF-2223-28	-	105,012	105,012
Family Caregiving Support		IF-2223-28	-	36,537	36,537
Senior Nutrition Infrastructure		NI-2223-28	-	168,315	168,315
Aging and Disability Resource Connection	N/A	AD-2223-25	-	22,277	22,277
			<u>\$ 901,189</u>	<u>\$ 379,718</u>	<u>\$ 1,280,907</u>

Note:

* Payments to subrecipients are reported when disbursed (cash basis of accounting), in accordance with the requirements of the Uniform Guidance.

OFFICE OF THE AUDITOR-CONTROLLER

PHYLLIS S. TAYNTON, CPA
Auditor-Controller

SHEILA O. TURGO
Assistant Auditor-Controller



SOLANO
COUNTY

675 Texas Street, Suite 2800
Fairfield, CA 94533-6338
(707) 784-6280
Fax (707) 784-3420

www.solanocounty.com

County of Solano, California

Corrective Action Plan

June 30, 2023

Compiled by: Matthew Fong, Deputy Auditor-Controller

I. Financial Statement Findings:

Finding 2023-001: Financial Reporting

Type of Finding: *Material Weakness in Internal Control over Financial Reporting*

Views of Responsible Officials and Planned Corrective Action:

Management agrees with the finding. Management will strengthen its review of transactions and year-end closing, to include additional training and year-end transactions checklist, and working closely with Solano County Auditor-Controller's Office throughout the fiscal year.

Responsible Individual(s):

Michele Harris, Executive Director of Children & Families Commission

Anticipated Completion Date:

November 1, 2023

II. Federal Award Findings and Questioned Costs:

Finding 2023-002

Federal Agency: U.S. Department of Housing and Urban Development

Program/Cluster: Housing Voucher Cluster

Federal Assistance Listing Number: 14.871, 14.879

Pass-through: n/a – direct award

Award No. and Year: CA131, 2022/2023

Compliance Requirement: Subrecipient Monitoring

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Views of Responsible Officials and Corrective Action Plan:

The subrecipient agreement was updated to include required federal award identification elements and was approved by the Board of Supervisors and executed on July 25, 2023. Discussion between the County and the City of Vacaville, including several meetings about the new contract took place throughout the audit period of July 1, 2022 and June 30, 2023.

The risk assessment was completed in November 2022. The risk assessment will be updated on an annual basis going forward. A site visit was conducted in December 2022. Monitoring activities were occurring for this contract but were not formally documented. Documentation will be retained as support monitoring activities are occurring for this contract going forward.

Responsible Individual(s):

James Bezek, Director of Resources Management

Anticipated Completion Date:

June 30, 2024

Finding 2023-003

Federal Agency: U.S. Department of Housing and Urban Development

Program/Cluster: Housing Voucher Cluster

Federal Assistance Listing Number: 14.871, 14.879

Pass-through: n/a – direct award

Award No. and Year: CA131, 2022/2023

Compliance Requirement: Reporting

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Views of Responsible Officials and Corrective Action Plan:

The County spent many months contacting multiple agencies trying to report through the FSRS system on the multiple Housing Voucher awards, with no success. The County's assigned Housing and Urban Development (HUD) office is the San Francisco regional office. Per their director, "These are systems that we don't work with in HUD PIH so I won't be able to be of assistance relative to this." The County is unable to complete FFATA reporting for reasons outside of the County's control.

Responsible Individual(s):

James Bezek, Director of Resources Management

Anticipated Completion Date:

Because the corrective action is outside of the County's control, we cannot determine an anticipated completion date.

Finding 2023-004

Federal Agency: U.S. Department of Health and Human Services

Program/Cluster: Temporary Assistance for Needy Families

Federal Assistance Listing Number: 93.558

Pass-through: California Department of Social Services

Award No. and Year: 1946001347 A7, 2022/2023

Compliance Requirement: Allowable Costs, Eligibility, and Special Tests and Provisions

Type of Finding: *Material Weakness in Internal Control over Compliance, Instance of Noncompliance*

Views of Responsible Officials and Corrective Action Plan:

Solano County has policies and procedures as well as systematic processes set up to ensure the required collection and documentation of the applicant's intent to cooperate with child support.

It is Solano County's policy that the Child Support Questionnaire and Notice and Agreements be processed which require workers to:

- Conduct an interview either via telephone, or in-person with the applicant, print the forms, and document the County Use Section which requires worker's signature and date.
- Mail the form to the applicant for a wet signature or collect the signature via electronic means.
- Upon return, review the CW2.1 form(s) for completeness.
- Initiate the required case action(s) based upon information provided on the forms.

Solano County has a Quality Assurance Unit of lead workers to conduct 2-3 case reviews per month for all workers. Case reviews are a valuable tool in assessing case accuracy and recognizing quality casework. The case reviews are used to develop and strengthen worker and supervisory skills, provide structure for measuring results, identify, correct and prevent errors, and strengthen accountability to the programs and services we delivery as an agency.

Specific corrective actions are outlined below to prevent this error in the future:

- The CalWORKs Program Specialist will work with Hiring and Staff Development to strengthen the pertinent CalWORKs Eligibility Handbook sections with verbiage to emphasize the following:
 - The requirement to review and collect the information needed to complete the notice and agreement (form CW2.1) for child, spousal, and medical support from the applicant.
 - That the case be authorized according to program rules only after required forms are received by the county, reviewed to ensure that the case is updated with the correct information, documented in the case journal, and the form(s) scanned into the document imaging system.
 - Highlight these requirements when training this topic.
- The CalWORKs Program Specialist will discuss the findings and requirement in the following ways:
 - Monthly Program Support Forum conducted with managers, supervisors, and lead workers.

- Issue a reminder to all staff.
- Written material will be published in the Monthly Program Support Newsletter to all staff.

Responsible Individual(s):

Daniel Horel, Employment and Eligibility Services Manager
Thomas West, Employment and Eligibility Services Manager
Diana Hernandez, Employment and Eligibility Services Manager

Anticipated Completion Date:

May 31, 2024

Finding 2023-005

Federal Agency: U.S. Department of Health and Human Services

Program/Cluster: Epidemiology and Laboratory Capacity for Infectious Diseases

Federal Assistance Listing Number: 93.323

Pass-through: California Department of Public Health

Award No. and Year: COVID-19ELC48, COVID-19ELC106, 2021/2022

Compliance Requirement: Reporting

Type of Finding: *Material Weakness in Internal Control over Compliance*

Views of Responsible Officials and Corrective Action Plan:

Management agrees with the finding. Corrective action was implemented in April 2023.

Responsible Individual(s):

Nina Delmendo, Director of Administrative Services

Anticipated Completion Date:

April 2023

Finding 2023-006

Federal Agency: U.S. Department of Health and Human Services

Program/Cluster: Epidemiology and Laboratory Capacity for Infectious Diseases

Federal Assistance Listing Number: 93.323

Pass-through: California Department of Public Health

Award No. and Year: COVID-19ELC48, COVID-19ELC106, 2021/2022

Compliance Requirement: Procurement, Suspension and Debarment

Type of Finding: *Material Weakness in Internal Control over Compliance, Instances of Noncompliance*

Views of Responsible Officials and Corrective Action Plan:

Management agrees with the finding. The purchasing division of General Services is in the process of updating the County's purchasing and contracting policy. Input from stakeholders is being sought and an outside vendor engaged to assist with revisions.

Responsible Individual(s):

Lorraine Tang, Support Services Manager

Anticipated Completion Date:

June 2025

Finding 2023-007

Federal Agency: U.S. Department of Transportation

Program/Cluster: Highway Planning and Construction

Federal Assistance Listing Number: 20.205

Pass-through: California Department of Transportation

Award No. and Year: 5923, 2022/2023

Compliance Requirement: Subrecipient Monitoring

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Views of Responsible Officials and Corrective Action Plan:

Management agrees with the finding. All Public Works contracts receiving federal funding will be evaluated to determine if the vendor is a contractor or subrecipient going forward. This practice is already followed for the other divisions within the Department, and Public Works will now be included.

Responsible Individual(s):

James Bezek, Director of Resources Management

Anticipated Completion Date:

June 30, 2024

Finding 2023-008

Federal Agency: U.S. Department of Health and Human Services

Program/Cluster: Medicaid Cluster

Federal Assistance Listing Number: 93.778

Pass-through: California Department of Public Health

Award No. and Year: 1946001347 A7, 2022/2023

Compliance Requirement: Eligibility

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Views of Responsible Officials and Corrective Action Plan:

Solano County agrees that eligibility determinations and redeterminations including obtaining documentation and verifications should be performed annually to determine if individuals are eligible in accordance with the compliance requirements of the programs.

Since the current single audit timeframe, we have made several changes in how we approach overdue redetermination. Maintaining adequate staffing for IHSS clients is an ongoing goal, but not the only approach to this issue. We have increased accountability for our Social Workers' work by assigning cases to them and following completion of these cases. We are using performance improvement plans and other supports to ensure Social Workers are meeting the performance standard. We have created a more efficient case documentation tool which may save time. Overtime is offered to staff to support extra case work. We participate in State level discussions related to advocacy, budget requests for IHSS administrative funding and related issues.

Responsible Individual(s):

Gwendolyn Gill, Health Services Administrator

Bela Matyas, Chief Deputy Director

Anticipated Completion Date:

July 1, 2024

OFFICE OF THE AUDITOR-CONTROLLER

PHYLLIS S. TAYNTON, CPA
Auditor-Controller

SHEILA O. TURGO
Assistant Auditor-Controller



SOLANO
COUNTY

675 Texas Street, Suite 2800
Fairfield, CA 94533-6338
(707) 784-6280
Fax (707) 784-3420

www.solanocounty.com

County of Solano, California

Summary Schedule of Prior Audit findings

June 30, 2023

Compiled by: Matthew Fong, Deputy Auditor-Controller

I. Financial Statement Findings:

Finding 2022-001: Financial Reporting

Status:
Implemented

Finding 2022-002: Property Assessment Valuation Changes

Status:
Implemented

II. Federal Award Findings and Questioned Costs:

Finding 2022-003

Federal Agency: U.S. Department of Housing and Urban Development
Program/Cluster: Housing Voucher Cluster
Federal Financial Assistance Listing Number: 14.871, 14.879
Pass-through: n/a – direct award
Award No. and Year: CA131, 2021/2022
Compliance Requirement: Subrecipient Monitoring
Type of Finding: *Material Weakness in Internal Control over Compliance*

Status:
Partially Implemented

The subrecipient agreement was updated to include required federal award identification elements and was approved by the Board of Supervisors and executed on July 25, 2023. Discussion between the County and the City of Vacaville, including several meetings about the new contract took place throughout the audit period of July 1, 2022 and June 30, 2023.

The risk assessment was completed in November 2022. A site visit was conducted in December 2022. Monitoring activities were occurring for this contract but were not formally documented.

Finding 2022-004

Federal Agency: U.S. Department of Housing and Urban Development

Program/Cluster: Housing Voucher Cluster

Federal Financial Assistance Listing Number: 14.871, 14.879

Pass-through: n/a – direct award

Award No. and Year: CA131, 2021/2022

Compliance Requirement: Reporting

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Status:

Not Implemented

The County spent many months contacting multiple agencies trying to report through the FSRS system on the multiple Housing Voucher awards, with no success. The County's assigned Housing and Urban Development (HUD) office is the San Francisco regional office. Per their director, "These are systems that we don't work with in HUD PIH so I won't be able to be of assistance relative to this." The County is unable to complete FFATA reporting for reasons outside of the County's control.

Finding 2022-005

Federal Agency: U.S. Department of Health and Human Services

Program/Cluster: Temporary Assistance for Needy Families

Federal Financial Assistance Listing Number: 93.558

Pass-through: California Department of Social Services

Award No. and Year: 1946001347 A7, 2021/2022

Compliance Requirement: Allowable Costs, Eligibility and Special Tests and Provisions

Type of Finding: *Material Weakness in Internal Control over Compliance, Instances of Noncompliance*

Status:

Implemented

Finding 2022-006

Federal Agency: U.S. Department of the Treasury

Program/Cluster: Emergency Rental Assistance Program

Federal Financial Assistance Listing Number: 21.023

Pass-through: n/a – direct award

Award No. and Year: Not Applicable, 2021/2022

Compliance Requirement: Eligibility

Type of Finding: *Significant Deficiency, Instances of Noncompliance*

Status:

Implemented

Finding 2022-007

Federal Agency: U.S. Department of the Treasury

Program/Cluster: Emergency Rental Assistance Program

Federal Financial Assistance Listing Number: 21.023

Pass-through: n/a – direct award

Award No. and Year: Not Applicable, 2021/2022

Compliance Requirement: Reporting

Type of Finding: *Material Weakness in Internal Control over Compliance, Instances of Noncompliance*

Status:

Implemented

Finding 2022-008

Federal Agency: U.S. Department of the Treasury

Program/Cluster: Emergency Rental Assistance Program

Federal Financial Assistance Listing Number: 21.023

Pass-through: n/a – direct award

Award No. and Year: Not Applicable, 2021/2022

Compliance Requirement: Subrecipient Monitoring

Type of Finding: *Material Weakness in Internal Control over Compliance, Material Noncompliance*

Status:

Implemented

Finding 2022-009

Federal Agency: U.S. Department of Health and Human Services

Program/Cluster: Epidemiology and Laboratory Capacity for Infectious Diseases

Federal Financial Assistance Listing Number: 93.323

Pass-through: California Department of Public Health

Award No. and Year: 0187.5280 ELC CARES, COVID-19ELC48, COVID-19ELC106, 187.3408, 2021/2022

Compliance Requirement: Reporting

Type of Finding: *Material Weakness in Internal Control over Compliance*

Status:

Partially Implemented

Documentation of the review process was implemented in April 2023.

Finding 2022-010

Federal Agency: U.S. Department of Health and Human Services

Program/Cluster: Epidemiology and Laboratory Capacity for Infectious Diseases

Federal Financial Assistance Listing Number: 93.323

Pass-through: California Department of Public Health

Award No. and Year: 0187.5280 ELC CARES, COVID-19ELC48, COVID-19ELC106, 187.3408, 2021/2022

Compliance Requirement: Procurement, Suspension and Debarment

Type of Finding: *Material Weakness in Internal Control over Compliance, Instances of Noncompliance*

Status:

Partially Implemented

An email was sent reminding departments about their responsibilities in confirming suspension and debarment status of vendors and the County's Standard Contract contains disbarment and suspension provisions. The purchasing policy revisions are in process with an outside vendor engaged to assist with the revisions.

Finding 2022-011

Federal Agency: U.S. Department of Labor

Program/Cluster: WIA/WIOA Cluster

Federal Financial Assistance Listing Number: 17.258, 17.259, 17.278

Pass-through: State of California Employment Development Department (EDD)

Award No. and Year: AA011039, AA111039, AA211039, AA311039, 2021/2022

Compliance Requirement: Reporting

Type of Finding: *Material Weakness in Internal Control over Compliance, Instances of Noncompliance*

Status:

Implemented



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	21	Status:	Regular Calendar
Type:	Resolution	Department:	County Administrator
File #:	24-261	Contact:	Anne Putney, 784-6933
Agenda date:	04/23/2024	Final Action:	
Title:	Conduct a noticed public hearing on the proposed FY2024/25 user fee schedules; and Consider adopting 20 revised fee schedules by separate resolutions amending the exhibits in Chapters 2.4 and 11 of the Solano County Code, revising and establishing various fees, to become effective July 1, 2024		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Summary of Proposed FY2024-25 Fee Changes by Department, B - Resolutions and Fee Schedules, C - Notice of Public Hearing FY24-25		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ☒ No ☐

Public Hearing Required? Yes ☒ No ☐

DEPARTMENTAL RECOMMENDATION:

The County Administrator recommends that the Board of Supervisors:

1. Conduct a noticed public hearing on the proposed FY2024/25 user fee schedules; and
2. Consider adopting 20 revised fee schedules by separate resolutions amending the exhibits in Chapters 2.4 and 11 of the Solano County Code, revising and establishing various fees, to become effective July 1, 2024.

SUMMARY:

Annually, County departments review and revise their user fee schedules for Board consideration and approval. The County Administrator's Office facilitates and supports the departments in their efforts and prepares the final product for the Board. Nineteen established fee exhibits included in Chapter 11 of the Solano County Code are being revised to reflect updated salary and benefit costs and programmatic changes. The Nut Tree Airport fee exhibit (Exhibit XX) included in Chapter 2.4 of the Solano County Code is also proposed to be revised to reflect fees that are tied to the productive hourly rate, comparable market rates and new development application fees.

A summary of proposed fee revisions, including new fees, and an explanation of the revisions are included in Attachment A. Resolutions for adopting the revised Fee Schedules, including the corresponding fee exhibits, are included in Attachment B. The departments that are proposing changes to their fee schedule are as follows:

- Exhibit I - Agriculture
- Exhibit II - Assessor/Recorder
- Exhibit III-A - Resource Management - Environmental Health Division
- Exhibit III-B - Resource Management - Planning Division
- Exhibit III-C - Resource Management - Building and Safety Division
- Exhibit III-D - Resource Management - Administration Services
- Exhibit III-E - Resource Management - Public Works, Engineering and Surveyor
- Exhibit IV - Public Guardian
- Exhibit V - Treasurer-Tax Collector-County Clerk
- Exhibit VI - Auditor-Controller
- Exhibit VII - Registrar of Voters
- Exhibit VIII - Clerk of the Board of Supervisors
- Exhibit IX - County Counsel
- Exhibit X - County Administrator's Office
- Exhibit XI - Health and Social Services
- Exhibit XIII - Sheriff/Coroner
- Exhibit XIV - Probation
- Exhibit XV - Library
- Exhibit XVII - Sheriff - Animal Care and Control
- Exhibit XX - Nut Tree Airport

If all proposed fees are approved by the Board, there would be an increase of approximately \$483,702 in fee revenues estimated to be collected in FY2024/25. Subject to Board adoption of the resolutions revising the fee schedules, the proposed fees will be effective July 1, 2024.

FINANCIAL IMPACT:

This year's annual fee review and update reflects that most departments propose fee revisions, and therefore adjustments in revenue, should the Board adopt the resolutions. The following departments anticipate increases in revenue as listed below as a result of the fee revisions in FY2024/25:

- Agriculture - \$15,767
- Resource Management Environmental Health - \$215,958
- Resource Management Planning Services - \$13,853
- Resource Management Building and Safety - \$25,478
- Resource Management Administration Services - \$1,271
- Resource Management Public Works, Engineering and Surveyor - \$6,076
- Treasurer/Tax Collector/County Clerk - \$19,475
- Auditor/Controller - \$37,616
- Sheriff/Coroner - \$61,997
- Sheriff's Office Animal Care and Control - \$76,526
- General Services Nut Tree Airport - \$9,685

The cost of preparing the fee schedules is borne in part by the departments who prepare and charge fees for services and is covered within their existing budgets. The costs associated with preparing the agenda item is nominal and absorbed by the County Administrator's FY2023/24 Working Budget.

DISCUSSION:

Since 1992, the Board has supported the need to recover 100% of the costs associated with a service provided by the County to members of the public when allowed by law. At that time, the Board directed staff to hire a consultant to develop a user fee model and a countywide standardized cost methodology, and to establish user fees for chargeable services. Using the cost documentation compiled by the consultant, staff began the implementation of fees for provided County services based on 100% cost recovery. The basic fee methodology is as follows:

Direct Costs + Indirect Costs = Total Cost of Services

Solano County departments continue to use this standardized cost methodology for calculating countywide user fees. Annually, fees are reviewed and revisions recommended which adhere to the Board of Supervisors' policy to recover 100% of the costs associated with the services provided by the County to members of the public when allowed by law.

The Auditor-Controller's Office reviews the application of the standard fee methodology used by each department in the calculation of their productive hourly rates and indirect overhead rates. They concur that the methodology used was sound for calculating FY2024/25 fees. The Auditor-Controller's staff did not review any of the statutory fees as they are mandated and set by code, statute, or law. County Counsel reviewed the fee authority as noted on the fee schedules under the Fee Authority column to confirm departments' ongoing ability to collect the designated fee at the rate on the schedule. Mandated fees have been adjusted where permitted.

While the goal is to have 100% cost recovery whenever possible, there are exceptions to the above policy. During the economic downturn, departmental review of the fees focused on minimizing the impact to the community in an effort to encourage economic recovery and to minimize cost burdens on the public. Departments remain aware of the need to balance between recovering costs through fees versus minimizing cost burdens on the public from fees and the associated suppression of economic activity. Where appropriate, departments also review market factors which would show a decline in demand if the costs of the fees were increased beyond what the market would bear.

For FY2024/25, most departments are proposing to increase their fees as a result of higher productive hourly rates for staff who perform the work and provide the services. These higher rates are due to Board-approved increases in salaries and employee benefits, as well as other operational costs, such as time spent in performing services, which trigger fee changes due to a change in the amount of time needed to perform the services. Several fees are recommended to be eliminated and several new fees are proposed to be established. Check marks in the New Fee column of each department's Fee Exhibit (Attachment B) indicate a new fee being proposed. Check marks in the Revised Fee columns of each Fee Exhibit reflects changes to current fees (increases, decreases and deletions).

Some departments' fees are not commensurate with the actual cost per unit, typically due to federal and state mandates. Such is true of the Sheriff's Office, where most of their fees are capped by code or statute, and Health and Social Services (H&SS). Most H&SS' fees are based on similar provider fees in the market and are dependent on federal and state reimbursements. Patients are charged on a sliding fee discount scale to ensure income or lack of insurance is not a barrier in acquiring the services needed. H&SS may need to adjust fees charged to clients during the year as reimbursement rates from Medi-Cal, Medicare or other third-party payers change, actual cost per unit information becomes available, or as the volume of services rendered changes to allow the department to recover more of the actual costs. Any new procedures added during the fiscal year will be based on existing or established methodologies for setting rates. If actual costs for services, procedures or supply items increase, H&SS may elect to pass the increased cost on to the

client. Similarly, many of Animal Care and Control's costs are based on similar fees charge to neighboring jurisdictions and are designed to encourage use of their adoption and spay/neuter services.

ALTERNATIVES:

1. The Board may choose to not approve any of the new fees or proposed fee changes; however, this alternative is not recommended, as it may result in the loss of revenues in some departments and may result in increased costs to the General Fund to fund the provision of services.
2. The Board may choose to approve fee schedules and resolutions by individual departments and directing or specifying modifications to the proposed adjustments to fees. If the Board chooses not to approve any/all of the proposed fee additions and/or revisions, there may be an impact to revenue for any affected department included in budget projections for FY2024/25.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office, in developing the proposed revisions and new fees as detailed in each of the respective fee exhibits, worked with the following departments: Agricultural Commissioner/Sealer of Weights and Measures; Assessor/Recorder; Resource Management; Tax Collector/Treasurer/County Clerk; Auditor/Controller; Registrar of Voters; Clerk of the Board; County Counsel; County Administrator; Health and Human Services (including the Public Guardian); Sheriff/Coroner (including Animal Care and Control Services); Probation; Library; and General Services - Nut Tree Airport. The Auditor-Controller's Office verified the productive hourly rate of each department and County Counsel verified the fee authority.

In accordance with Government Code 6062(a), notice of the public hearing on the proposed fee schedules was given through publication in the Benicia Herald, the Fairfield Daily Republic, the Vacaville Reporter, and the Vallejo Times-Herald newspapers on two successive weeks with at least five days between publications, on April 10, and April 17, 2024. The proposed fee schedules have also been available on the County's website since April 12, 2024.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

SUMMARY OF PROPOSED 2024/25 FEE CHANGES BY DEPARTMENT

1. AGRICULTURE DEPARTMENT – (Exhibit I)

The Agriculture Department proposes increasing 23 fees, most ranging from \$2 to \$12, representing increases of 8% to 10% based on the current year's fee. The increases are due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits, as well as increased overhead costs. Two of the fees are proposed to increase at a higher rate of \$14 for an Environmental Impact Review and \$45 for a Certified Farmer's Market Certificate, or 9.3% and 9.2% respectively, to reflect the actual labor hours to perform the service. There are 39 existing fees that remain unchanged, of which 29 are established or capped by statute. The department recommends deleting the fee for Marinas, Mobilehome Parks, Recreational Vehicle Parks, & Apartment Complexes Location Fee as it is duplicative. The fee for these business types is included in Location Fee 2840-01.

The department anticipates an increase of approximately \$15,767 in revenues resulting from fee revisions. This amount would increase if pending regulatory changes related to apiary registration are approved during FY2024/25. The recommended fees are commensurate with the actual cost per unit.

2. ASSESSOR/RECORDER – (Exhibit II)

The Assessor's Office proposes increasing 24 fees ranging from \$2 to \$71, or 15.4% to 16.1%, and no change to the remaining five fees. The increases are due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits, as well as increased overhead costs.

The Recorder's Office proposes decreasing two fees by \$1 each, or 1.2% to 3.0%, and no change to the remaining fees that are not set by statute. The increases are due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits.

The department does not anticipate a significant change in revenues resulting from fee revisions. One of the Assessor's fees and most of the Recorder's code-mandated standard fees are not commensurate with actual costs per unit.

3. RESOURCE MANAGEMENT

The Department of Resource Management calculates a composite hourly rate for each of its divisions separately. These composite hourly rates reflect direct operational costs in addition to the department's full administrative costs, which are proportionally allocated to each of the operating divisions. Fees are based on the average time it takes to perform a specific service multiplied by the composite hourly rate to recover direct operational and indirect administrative overhead costs for providing the service.

a. Environmental Health – (Exhibit III-A)

The Department of Resource Management proposes increasing its Environmental Health fees from \$1 to \$2,430 (Program 4 – Refinery fee), or 2.0% to 5.5%. This results in most environmental health and hazardous materials program fees increasing with a median increase of \$13 or 3.1%.

The increases are due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits, as well as increased overhead costs, and the anticipated time to perform services for the environmental health and hazardous materials programs. No permit fees are proposed for facilities operated by non-profits, governmental organizations, or veterans, and no fee changes are proposed for disposal fees at the landfill. New fees are recommended for permits for Temporary Food Booths Medium Risk – 1 event and for Medium Risk – seasonal, as well as for Non-Motorized Food art – High Risk.

The Department anticipates an increase of approximately \$215,958 in revenue resulting from fee revisions. Where fees are charged, the recommendations are commensurate with the actual cost per unit as allowed by fee authority.

b. Planning Services – (Exhibit III-B)

The Department of Resource Management proposes increasing most of its Planning Services fees from \$1 (for business license review) to \$418 (for development agreements) or 2.7% to 3.6%, with a median fee increase of \$40 or 3.1%.

The Department anticipates an increase of approximately \$13,853 in revenues resulting from fee revisions. The recommended fees are commensurate with the actual cost per unit.

c. Building and Safety – (Exhibit III-C)

The Department of Resource Management proposes increasing 23 fees in the Building Division due to an increase in the productive hourly rate, resulting from Board-approved increases in salaries and employee benefits, as well as operating costs, staffing levels, and the time required to perform inspection services. Increases range from \$3 to \$95, or 4.1% to 4.7%, with the median increase being \$9 or 4.4%. Four fees related to Code Enforcement are decreasing by \$1 to \$6 or 2.4% to 2.5%.

The Department anticipates an increase of approximately \$25,478 in revenues resulting from fee revisions. Where fees are charged, the recommendations are commensurate with the actual cost per unit.

d. Administrative Services (Exhibit III-D)

The Department of Resource Management proposes increasing fees for the Business License program from \$1 to \$5 or 2.1% to 3.6%, for review and processing of initial, renewal and revised business license applications. The increases are due to an increase in the productive hourly rate resulting from Board-approved increases in salaries and employee benefits and the estimated time to perform the functions, as well as increases in overhead costs. No business license fees are proposed for veterans or Tier 1 businesses with annual gross income of less than \$15,000.

The department anticipates an increase of approximately \$1,271 in revenues resulting from fee increases. Where fees are charged, the recommendations are commensurate with the actual cost per unit.

e. Public Works/Engineering/Surveyor – (Exhibit III-E)

The Department of Resource Management proposes increasing its productive hourly rate by \$25 for Civil Engineer, \$14 increase for Engineering Technician, and \$64 increase for the County Surveyor as a result of Board-approved increases in salaries and employee benefits and operating costs. As a result of changes in the productive hourly rates, the time required to perform the inspection or service, overhead, and equipment costs, most of the fees not capped by code are proposed to increase from \$1 to \$224 or 2.0% to 39.0%, with the median increase being \$15 or 6.0%. These proposed fee increases include map check fees, grading, encroachment, assembly permits, road signage, and land development review.

The department anticipates an increase of approximately \$6,076 in revenues resulting from fee increases. Where fees are charged, the recommendations are commensurate with the actual cost per unit.

4. PUBLIC GUARDIAN – (Exhibit IV)

The Public Guardian (a program in the Health and Social Services Department) proposes increasing its fees to recover a portion of the cost for providing services as costs are not fully reimbursed by the fees received from various clients and estates managed by the office. Fees are reviewed by County Counsel and the Superior Court and are developed based on costs or market rates and the client's ability to pay, whichever is lower. The Public Guardian's fee schedule is subject to the Probate Code. The proposed increases are due to the increase in the productive hourly rate resulting from Board-approved increases in salaries and employee benefits. The increases range from \$16 to \$192, or 15.2% to 15.4%. The recommended fees are commensurate with the actual cost per unit.

5. TREASURER/TAX COLLECTOR/COUNTY CLERK – (Exhibit V)

The Treasurer/Tax Collector/County Clerk proposes increasing 17 fees ranging from \$1 to \$25, or 2.9% to 75.0%, due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits as well as increased overhead costs.

The department anticipates an increase of approximately \$19,475 in revenues resulting from fee increases. The recommended fees are commensurate with the actual cost per unit.

6. AUDITOR/CONTROLLER – (Exhibit VI)

The Auditor-Controller proposes increasing seven of its eight fees, ranging from \$0.60 to \$22, or from 2.0% to 29.0%, for the various services it provides to independent special districts, title companies and other agencies. The rates are based on budgeted numbers; however, the subsequent year's rate calculations include a roll forward adjustment based on actuals.

The department anticipates an increase of approximately \$37,616 in revenues resulting from fee increases. The recommended fees are commensurate with the actual cost per unit.

7. REGISTRAR OF VOTERS – (Exhibit VII)

The Elections Code and the Government Code establish the majority of the fees charged by the Registrar of Voters (ROV). The Department's objective is to recoup all costs associated with conducting and providing election services to outside agencies.

The Registrar of Voters proposes increasing one fee due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits. The increase is \$1.65 per quarter hour plus direct material costs, or 3.3%. Four fees are proposed to decrease ranging from \$0.45 per quarter hour to \$2.95, or 0.9% to 56.3%. One fee which is charged based on the actual hourly rate for respective staff to provide services along with the Department's overhead rate is proposed to decrease the percentage of overhead charged, which may or may not result in an overall decrease depending on the employee hourly rate.

Where fees are revised, the new proposed amount is commensurate with the actual cost per unit.

8. CLERK OF THE BOARD OF SUPERVISORS – (Exhibit VIII)

The Clerk of the Board proposes an increase to two fees: \$8 or 8.4% increase for Certified Verbatim Transcript – Assessment Appeals Board and \$16 or 20% for a subscription to the Board of Supervisors agenda packet. The increases are due to an increase in the productive hourly rate resulting from Board-approved increases in salaries and employee benefits. The recommended fees are commensurate with the actual cost per unit.

9. COUNTY COUNSEL – (Exhibit IX)

County Counsel's fee schedule reflects an increase of \$10 or 4.3% in the hourly rate for services. The increase is due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits.

The Department anticipates a nominal increase in revenue resulting from the fee increase. The recommended fees are commensurate with the actual cost per unit.

10. COUNTY ADMINISTRATOR'S OFFICE – (Exhibit X)

The County Administrator's Office proposes increasing the fee for the first page of standard photocopies (legal size or smaller) by \$.08 or 16.0%. There is no change in fees for additional pages. These fees are also the standard countywide copy fee. Other departments are authorized per Government Code to charge copy fees which are different from the standard copy fees.

The recommended fees are commensurate with the actual cost per unit.

11. HEALTH & SOCIAL SERVICES – (Exhibit XI)

Health and Social Services (H&SS) proposes increasing its fees from \$1 to \$387, or 2.0% to 12.9%, and proposes a number of decreases ranging from \$1 to \$1,611 or 0.8% to 53.1%. There are also a number of recommended deletions. The department evaluated its existing fee structure and compared it to both actual costs and similar provider fees in the market, although the majority of the H&SS service fees are dependent on federal and state reimbursement, and as such, most

fees are not commensurate with actual costs. Payments received from these programs are subject to audits that could result in cost settlements.

Fees charged to the public represent approximately less than 2.0% of the Department's fee-for-service revenues. Patients are charged on a sliding fee discount scale to ensure income or lack of insurance is not a barrier to physical, behavioral, and dental health care.

Mental Health specialty clinics use the UMDAP system (Uniform Method of Determining the Ability to Pay) which is based on an annual sliding scale liability based on the client's or responsible party's ability to pay as required by Welfare and Institutions Code § 5709 and 5710 and the California Code of Regulations, title 9, Division 1, section 524. This state mandate has an annual deductible liability based on gross family income of the client/responsible person. Once the annual liability is met each treatment year, mental health services are free to the client so that critical access to services will not be impeded.

Primary and dental care clinics use a sliding fee discount scale, consistent with the requirements of the 42 Code of Federal Regulations 51c.303 which governs the use of funds under Section 330 of the Public Health Act and Health Resources Services Administration (HRSA), the federal oversight agency for Federally Qualified Health Center (FQHC) designated clinics.

HRSA also requires that fees be based on reasonable costs and locally prevailing charges. H&SS is proposing changes to the primary care and dental health fees to comply with this requirement.

Health and Social Services may need to adjust its fees charged to clients during the year as reimbursement rates from Medi-Cal, Medicare or other third-party payers change, actual cost per unit information becomes available, or as the volume of services rendered changes to allow the Department to recover more of their actual costs. Any new procedures added during the fiscal year will be based on existing or established methodologies for setting rates. If actual costs for services, procedures or supply items increase, H&SS may elect to pass the increased cost on to the client.

The H&SS fee schedule includes charges for the following divisions: (a) Behavioral Health Services, (b) Public Guardian/Public Administrator, and (c) Health Services.

a. Behavioral Health Services

- **Mental Health**

The California Advancing and Innovating Medi-Cal (CalAIM) payment reform initiative significantly changed the way county behavioral health plans claim reimbursement for specialty mental health services. Previously, reimbursement was based on interim rates cost settled to actual costs through a Certified Public Expenditure (CPE) process. With payment reform, Current Procedural Terminology (CPT) and Health Care Common Procedure Coding System (HCPCS) codes by provider types will be used. As the Department of Health Care Services (DHCS) continues to provide information on how this is, the impact of this change on the fee schedule may change. H&SS will update the fee schedule as needed if more information becomes available.

b. Public Guardian/Public Administrator (See Exhibit IV)

The cost of operating the Office of Public Guardian is not covered by the fees received from the various clients and estates managed by the office. The fees assessed by the Public Guardian's office are reviewed by County Counsel and the Superior Court and are developed based on costs or market rates and the client's ability to pay, whichever is lower. The Public Administrator's fee schedule is subject to Probate Code.

c. Health Services

- Targeted Case Management (TCM)

TCM fees are established based on an annual cost report submitted to the Department of Health Care Services (DHCS).

- Medical Marijuana Identification Card

In June 2009, the Board of Supervisors adopted a resolution to impose annual program fees of \$100.00 for Medi-Cal recipients and \$200.00 for non-Medi-Cal clients to recover the costs of administering the Medical Marijuana Identification Card program.

With the passage of Proposition 64 in November 2016, counties may only charge 50% of the \$100.00 previously charged to Medi-Cal clients or \$50.00, 50% of the \$200.00 previously charged to non-Medi-Cal clients or \$100.00, and zero charge to County Medical Services Program (CMSP) clients.

- California Children Services (CCS)

The CCS program may collect an assessment and/or enrollment fee based on a sliding scale established by the DHCS/CCS program.

- Family Health Services (FHS)

The fee schedule for Family Health Services (FHS) has been set and adjusted utilizing several approaches.

<i>Primary Care</i>	<ul style="list-style-type: none"> • Local prevailing rates based on national averages with adjustments for geographic variability and applicable percentile. • Actual staff time and cost to provide the service (e.g., administering injections). • Negotiated contract rates or invoice amounts for certain laboratory procedures, drugs, supplies and vaccines. • Cost per visit based on the FY2020/21 Medicare cost report for setting "G" code fees.
<i>Dental Care</i>	<ul style="list-style-type: none"> • Local prevailing rates based on national averages with adjustments for geographic variability and applicable percentile.

The proposed fees include an increase over current rates based on the methodologies described above to better align charges with the cost of providing services and maintain consistency with locally prevailing rates as required by HRSA.

HRSA also requires the establishment of a sliding fee discount scale which should be applied uniformly to all patients and to all services within the approved scope of project for a FQHC designated clinic. The scale must discount the amount on the fee schedule for patients at or below 200% of the Federal Poverty Guidelines (FPG) with patients at or below 100% of the FPG receiving a full discount and have at least three discount pay classes above 100% and at or below 200% of the FPG.

The table below is the Sliding Fee Discount Scale for FHS primary and dental care clinics specifically designed to meet HRSA requirements and ensure that income or lack of insurance is not a barrier to care.

% of Poverty Based on Federal Poverty Level	% of Fee Discounted
0 – 100%	100%
101 – 138%	80%
139 – 170%	60%
171 – 200%	50%

- Public Health Laboratory

Some of the proposed fees are changing to keep them in line with current market rates.

12. SHERIFF/CORONER — (Exhibit XIII)

The Sheriff's Office recommends increasing 15 existing fees from \$1 to \$33 or 4.1% to 20.4% to recover actual administrative and/or service-related costs as allowed by State statutes or regulations. The increases are due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits, together with higher increases from changes to processes including the number of minutes to perform certain tasks.

In addition, the proposed fee schedule reflects 36 fees unchanged from the current fee schedule; these fees remain the same because they are established or capped by statute.

Government Code section 29552 authorizes the State Controller to appropriate up to \$35M in the Enhancing Law Enforcement Activities subaccount to offset local government costs for booking offenders. Local governments may not charge a booking fee when the State appropriates \$35M for this purpose; however, should the State appropriate less than \$35M, local governments would be able to charge a booking fee in proportion to the amount unappropriated by the State. The State is expected to appropriate \$35M for FY2024/25.

Government Code section 29551(b) authorizes local governments to charge law enforcement agencies (LEA) a jail access fee when the LEA exceeds their three-year average number of eligible non-felony bookings. Non-felony bookings related to arrests for municipal code violations and most misdemeanor violations are included while arrests for driving under the influence offenses, domestic violence misdemeanor offenses and enforcement of protective orders are excluded from the billable jail access fees.

Penal Code section 26190 authorizes local governments to charge a fee to recover reasonable costs for processing new and renewal carry and concealed weapon permit applications and

issuing and enforcing the license, excluding fingerprint and training costs, and to recover reasonable costs for processing an amended license. Pursuant to Senate Bill 2 (2023 Statutes), the good character and good cause requirements were removed from the issuance criteria and now require a licensing authority to disqualify a person if they, among other things, are reasonably likely to be a danger to self, others, or the community at large. Effective January 1, 2024, this fee is no longer subject to annual CPI increase restrictions; however, the recommended fee reflects only a nominal increase to remain affordable to low-income residents.

The department anticipates an increase of approximately \$61,997 in revenues resulting from fee increases. The recommended fees are commensurate with the actual cost per unit.

13. PROBATION - (Exhibit XIV)

The Probation Department recommends adding one new fee of \$78.47 for LiveScan checks. This fee is to offset the cost to the County for the LiveScan portion of background checks for vendors and/or community partners working for probationary clients.

14. LIBRARY – (Exhibit XV)

The Library proposes to delete the \$25 refundable deposit currently charged with room rentals.

15. SHERIFF - ANIMAL CARE AND CONTROL – (Exhibit XVII)

The Sheriff's Office proposes increasing 38 fees in the Animal Care and Control Services department from \$1 to \$90 or 2.6% to 220.8% to recover actual administrative, and/or service-related costs. The increases are due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits. The proposed fee schedule also reflects decreasing two existing fees to reflect lower operational costs.

There are 23 fees that remain unchanged, of which 10 are for licensing, one is for adoptions, one for redemption, and one for boarding, and are also based on similar fees charged by neighboring jurisdictions. Included as unchanged are two fees related to dangerous dog permits and one for dangerous dog hearings that are set by County ordinance, and three impound penalties established by California statute. Unchanged fees also include two wherein the actual cost of the service is unknown (livestock boarding) and two wherein cost remained constant.

The proposed fees will result in an estimated increase of \$76,526 in revenue. Many of the fees are not commensurate with actual costs per unit but are comparable to those of neighboring jurisdictions.

16. GENERAL SERVICES - NUT TREE AIRPORT – (Exhibit XX)

The Department of General Services – Nut Tree Airport proposes increasing fees for 22 of its fees from \$11 to \$2,200, or 2.9% to 733.3% due to an increase in the productive hourly rate for the staff who perform the work, resulting from Board-approved increases in salaries and employee benefits, as well as in the cost of providing services. Two of these fees are adjusted to align with State-mandated fees. Seven fees are recommended to be revised to “Call for Quote” which may or may not result in an increase depending on the factors at that time. The department proposes three new fee related to hangar swapping, fuel card replacement and vehicle parking. Fees not capped by code or statute are commensurate with the actual cost per unit.

As an Enterprise Fund, the County can establish reasonable rates, fees, and charges to recover operating costs. Pursuant to the County grant obligations with the Federal Aviation Administration (FAA), the County is also required to operate the airport as a financially self-sustaining enterprise. The proposed fees will result in an estimated increase of \$9,685 in revenue.

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE AGRICULTURE DEPARTMENT**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Agriculture Department proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit I to Solano County Code section 11-110.2, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**AGRICULTURAL COMMISSIONER / SEALER OF WEIGHTS AND MEASURES
EXHIBIT I**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
AGRICULTURAL COMMISSIONER									
2831-02	Apiary Registration	54	\$10.00 - \$250.00	\$35.00	\$10.00 - \$250.00		√	F&A 29044	Fee revision per adoption of AB 203 (2022) and pending regulatory changes in FY24/25.
2831-07	Apiary Colony Inspection and Certification for Export	2	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00+ Mileage @ IRS Rate		√	F&A 29140-29144	Hourly Rate plus mileage at current IRS rate
2831-08	Certified Producer Certificate	41	\$130.00	\$142.71	\$142.00		√	CA Code of Reg 1392.8	Flat Rate
2831-09	Certified Producer Certificate with Site Inspection-Amended	7	\$65.00	\$71.36	\$71.00		√	CA Code of Reg 1392.8	One-half of the cost of the Certified Producer Certificate
2831-24	Farm Labor Contractor	50	\$98.00	\$107.03	\$106.00		√	Labor 1695 (b)	3/4Hourly Rate
2831-25	Certified Farmer's Market Certificate	7	\$490.00	\$535.15	\$535.00		√	CA Code of Reg 1392.8	Flat Rate
2831-26	Certified Farmer's Market Certificate (<4 events/year only)	0	\$102.00	\$111.79	\$111.00		√	CA Code of Reg 1392.8	1-4 events over a calendar year
2831-33	Maintenance Gardener Pest Control Registration	24	\$25.00	N/A	\$25.00			F&A 11734	Set By Law
2831-40	Pest Control Advisor Home Registration (Home County)	4	\$10.00	N/A	\$10.00			F&A 12034	Set By Law
2831-41	Pest Control Advisor Registration (Additional County)	71	\$5.00	N/A	\$5.00			F&A 12034	Set By Law
2831-42	Pest Control Business Registration	112	\$98.00	\$107.03	\$106.00		√	F&A 11734	3/4 Hourly Rate
2831-43	Pest Control Pilot Registration (Home County)	0	\$10.00	N/A	\$10.00			F&A 11923	Set By Law
2831-44	Pest Control Pilot Registration (Additional County)	13	\$5.00	N/A	\$5.00			F&A 11923	Set By Law
2831-54	Phytosanitary Field Inspection	674	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00+ Mileage @ IRS Rate		√	F&A 5202 & 5204	Hourly Rate plus mileage at current IRS rate
2831-62	State & Federal Phytosanitary or Quarantine Compliance Certificate	186	\$98.00	\$107.03	\$106.00		√	F&A 5202 & 5204	3/4 Hourly Rate
2831-62a	State & Federal Phytosanitary or Quarantine Compliance Cert-Additional	682	\$49.00	\$53.51	\$53.00		√	F&A 5202 & 5204	Additional certificate must be issued in conjunction with inspection visit to qualify for discount
2831-62b	In Person Front Counter State & Federal Phytosanitary or Quarantine Compliance Certificate	10	\$21.00	\$23.79	\$23.00		√	F&A 5202 & 5204	One sixth of hourly rate
2831-86	Structural Pest Control Operator Registration Branches 2 & 3	170	\$10.00	N/A	\$10.00			F&A 15204(a)	Set By Law
2831-82	Structural Pest Control Operator Registration Branch 1	7	\$25.00	N/A	\$25.00			F&A 15204.5	Set By Law
2831-82a	Structural Pest Control Operator Registration Amendment	0	\$10.00	N/A	\$10.00			F&A 15204.5	Set By Law
2831-83	Truck Shipment Inspection (Sealed)	0	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00 + Mileage @ IRS Rate		√	F&A 6303(d)	Hourly Rate plus mileage at current IRS rate
2831-84	Detection Trapping Surveys, Commodity Sampling and Inspections for Permits, Compliance Agreements and Additional Export Requirements	30	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00 + Mileage @ IRS Rate		√	County Code 11-110.2	Hourly Rate plus mileage at current IRS rate
2831-85	Environmental Impact Review	0	\$150.00	\$164.11	\$164.00		√	County Code 11-110.2	Flat Rate
2831-86	Research - Staff Time	32	\$130.00	\$142.71	\$142.00		√	GC 54985	Hourly Rate (1/2 hr. minimum)
2831-89	Hazardous Materials	47	\$106.00	\$116.54	\$116.00		√	County Code 11-110.2	Agricultural portion of an annual fee collected by Resource Mgmnt.
2831-90	Certified Weed Free Forage Inspection	0	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00+ Mileage @ IRS Rate		√	CA Code of Reg 4500 & 4600	Hourly Rate plus mileage at current IRS rate
2831-91	Hourly Service Rate	0	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00+ Mileage @ IRS Rate		√	County Code 11-110.2	Hourly Rate plus mileage at current IRS rate

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**AGRICULTURAL COMMISSIONER / SEALER OF WEIGHTS AND MEASURES
EXHIBIT I**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
	Industrial Hemp Registration	N/A	\$900.00	N/A	\$900.00			CA Code of Reg 4900	Set By Law
	Industrial Hemp Services	N/A	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00+ Mileage @ IRS Rate		√	F&A 81005 (c)	Hourly Rate plus mileage at current IRS rate
WEIGHTS AND MEASURES									
2840-01	Annual Business Location Fee	621	\$120.00	N/A	\$120.00			B&P 12240(f)	Set By Law
2840-01a	Marinas, Mobilehome Parks, Recreational Vehicle Parks, & Apartment Complexes Location Fee	63	\$400.00	N/A	\$120.00		√	B&P 12240(f)	Delete
2840-01b	Submeter: Water	4933	\$6.00	N/A	\$6.00			B&P 12240(g)(1)(A)	Set By Law
2840-01c	Submeter: Electric	4039	\$3.00	N/A	\$3.00			B&P 12240(g)(1)(B)	Set By Law
2840-01d	Submeter: Vapor	2349	\$10.00	N/A	\$10.00			B&P 12240(g)(1)(C)	Set By Law
2840-01e	Scales (other than Livestock) greater than 10,000 lbs.	63	\$250.00	N/A	\$250.00			B&P 12240(h)	Set By Law
2840-01f	Scales (other than Livestock) 2,000 lbs. to 10,000 lbs.	35	\$150.00	N/A	\$150.00			B&P 12240(h)	Set By Law
2840-01g	Livestock Scales greater than 10,000 lbs.	21	\$150.00	N/A	\$150.00			B&P 12240(k)	Set By Law
2840-01h	Livestock Scales 2,000 lbs. to 10,000 lbs.	9	\$100.00	N/A	\$100.00			B&P 12240(k)	Set By Law
2840-01i	LPG Meters (Stationary or Truck Mounted)	46	\$185.00	N/A	\$185.00			B&P 12240(l)(1)	Set By Law
2840-01j	Compressed Natural Gas (CNG) and Liquefied Natural Gas (LNG) meters	2	\$185.00	N/A	\$185.00			B&P 12240(l)(2)	Set By Law
2840-01k	Wholesale & Vehicle Meters	36	\$75.00	N/A	\$75.00			B&P 12240(m)	Set By Law
2840-01l	Computing Scales less than 100 pounds capacity	929	\$25.00	N/A	\$25.00			B&P 12240(n)	Set By Law
2840-01m	Jewelry, Prescription and Class II Scales	15	\$80.00	N/A	\$80.00			B&P 12240(o)	Set By Law
2840-01n	Scales >100<2,000 lbs. capacity	79	\$50.00	N/A	\$50.00			B&P 12240(p)	Set By Law
2840-01o	Odometers	90	\$60.00	N/A	\$60.00			B&P 12240(q)	Set By Law
2840-01p	All Other Commercial Weighing & Measuring Devices not specifically itemized	4754	\$26.00	N/A	\$26.00			B&P 12240(t)	Set By Law
2840-02a	State Admin Fee: Electric, Vapor, Water Submeter		\$0.50	N/A	\$0.50			B&P 12241 § 4075 4CCR	Set By Law
2840-02b	State Admin Fee: Electric Vehicle Fueling Systems (EVSE); Fabric, Wire, & Cordage Meter; Grain Moisture Meter; Grease and Lubricant Meter; Odometer; Retail Meter; Retail Motor Fuel Dispenser; Retail Water Meter; Tank(Liquid Test); Taximeter; Vehicle-Tank Meter; Wholesale Meter; Miscellaneous Measuring Device; Scales less than 2,000 lbs. capacity.		\$2.20	N/A	\$2.20			B&P 12241 § 4075 4 CCR	Set By Law
2840-02c	State Admin Fee: Hydrogen Gas Measuring Device; Carbon Dioxide Liquid Measuring Device (CO2); Cryogenic Liquid Measuring Device; Liquefied Petroleum Gas Meter (LPG); Compressed Natural Gas Meter (CNG); Liquefied Natural Gas Meter (LNG); Scales 2,000 - 10,000 pounds capacity		\$16.00	N/A	\$16.00			B&P 12241 § 4075 4 CCR	Set By Law
2840-02d	State Admin Fee: Scales greater than 10,000 lbs. capacity		\$24.00	N/A	\$24.00			B&P 12241 § 4075 4 CCR	Set By Law
2840-03a	Requested Commercial Test: Small Scale: 0 to 50lbs (manufacturer's rated capacity)	Unknown	\$145/hour + \$275 trip fee or \$1.17/mile, whichever is greater	\$145/hour + \$275 trip fee or \$1.17/mile, whichever is greater	\$145/hour + \$275 trip fee or \$1.17/mile, whichever is greater			B&P 12210.5	Established by DMS Notice D-22-03
2840-03b	Requested Commercial Test: Medium Scale: 51 to 5,000lb (manufacturer's rated capacity)	Unknown	\$140/hour + \$230 trip fee or \$1.88/mile, whichever is greater	\$140/hour + \$230 trip fee or \$1.88/mile, whichever is greater	\$140/hour + \$230 trip fee or \$1.88/mile, whichever is greater			B&P 12210.5	Established by DMS Notice D-22-03

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**AGRICULTURAL COMMISSIONER / SEALER OF WEIGHTS AND MEASURES
EXHIBIT I**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
2840-03c	Requested Commercial Test: Large Scale: 5,000lb+ (manufacturer's rated capacity)	Unknown	\$145/hour + \$350 trip fee or \$2.38/mile, whichever is greater	\$145/hour + \$350 trip fee or \$2.38/mile, whichever is greater	\$145/hour + \$350 trip fee or \$2.38/mile, whichever is greater			B&P 12210.5	Established by DMS Notice D-22-03
2840-03d	Requested Commercial Test: Retail Motor Fuel and Diesel Exhaust Fluid (DEF) Dispenser	Unknown	\$100/hour + \$98 trip fee or \$1.18/mile, whichever is greater	\$100/hour + \$98 trip fee or \$1.18/mile, whichever is greater	\$100/hour + \$98 trip fee or \$1.18/mile, whichever is greater			B&P 12210.5	Established by DMS Notice D-22-03
2840-03e	Requested Commercial Test: Wholesale Liquid Measuring Device	Unknown	\$150/hour + \$112 trip fee or \$1.07/mile, whichever is greater	\$150/hour + \$112 trip fee or \$1.07/mile, whichever is greater	\$150/hour + \$112 trip fee or \$1.07/mile, whichever is greater			B&P 12210.5	Established by DMS Notice D-22-03
2840-03f	Requested Commercial Test: Liquefied Petroleum Gas Meters	Unknown	\$125/hour + \$108/hour travel time	\$125/hour + \$108/hour travel time	\$125/hour + \$108/hour travel time			B&P 12210.5	Established by DMS Notice D-22-03
2840-03g	Requested Commercial Test: Water Submeter	Unknown	\$100/hour + \$200 trip fee + \$0.65/mile	\$100/hour + \$200 trip fee + \$0.65/mile	\$100/hour + \$200 trip fee + \$0.65/mile			B&P 12210.5	Established by DMS Notice D-22-03
2840-03h	Requested Commercial Test: Vapor Submeter	Unknown	\$120/hour + \$200 trip fee + \$0.65/mile	\$120/hour + \$200 trip fee + \$0.65/mile	\$120/hour + \$200 trip fee + \$0.65/mile			B&P 12210.5	Established by DMS Notice D-22-03
2840-03i	Requested Commercial Test: Electric Submeter	Unknown	\$90/hour + \$200 trip fee + \$0.65/mile	\$90/hour + \$200 trip fee + \$0.65/mile	\$90/hour + \$200 trip fee + \$0.65/mile			B&P 12210.5	Established by DMS Notice D-22-03
2840-03j	Requested Commercial Test: All Other Devices	Unknown	\$125/hour + \$185 trip fee or \$1.07/mile, whichever is greater	\$125/hour + \$185 trip fee or \$1.07/mile, whichever is greater	\$125/hour + \$185 trip fee or \$1.07/mile, whichever is greater			B&P 12210.5	Established by DMS Notice D-22-03
2840-04	Requested Non-Commercial Test	2	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00+ Mileage @ IRS Rate		✓	County Code 11-110.2	Hourly Rate plus mileage at current IRS rate
2840-05	Second Commercial Reinspection	2	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00+ Mileage @ IRS Rate		✓	County Code 11-110.2	Hourly Rate plus mileage at current IRS rate
2840-06	Requested Equipment	1	\$130.00 + Mileage @ IRS Rate	\$142.71+ Mileage @ IRS Rate	\$142.00+ Mileage @ IRS Rate		✓	County Code 11-110.2	Hourly Rate plus mileage at current IRS rate
2840-08	Device Registration Late Penalty	100	Varies	Varies	Varies			County Code 32-12	100% of the current fee due. Late fee charged after 60 days.

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR ASSESSOR/RECORDER DEPARTMENT**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Assessor/Recorder Department proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit II to Solano County Code section 11-110.3, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**ASSESSOR/RECORDER
EXHIBIT II**

Ref. #	Service	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
ASSESSOR - BUDGET UNIT 1150									
1150-1	Mapping Charge - Filed Final Maps (By Lot)		\$201	\$233.65	\$234		√	Govt Code 54985	Charge per created lot or parcel
1150-2	Mapping Charge - Parcel Maps (By Lot)		\$201	\$233.65	\$234		√	Govt Code 54985	Charge per created lot or parcel
1150-3	Mapping Charge - Condominium Plan/CCR (By Lot)		\$201	\$233.65	\$234		√	Govt Code 54985	Charge per created lot or parcel
1150-4	Mapping Charge - Record of Surveys (By Map)		\$160	\$185.83	\$186		√	Govt Code 54985	Charge per created map
1150-5	Boundary Line Adjustments - LLA (By Document)		\$231	\$267.81	\$268		√	Govt Code 54985	Charge per document
1150-6	Certificate of Completion (LAFCO) (By Assessment Parcel Document)		\$128	\$148.94	\$149		√	Govt Code 54985	Charge per document
1150-7 & 8	Assessment Change Request - Segregations and Combinations (Per Request)		\$374	\$434.52	\$435		√	Code 54985	Charge per submittal
1150-35	Copy Fee - Final Filed Map copy and sale per page		\$32	\$36.89	\$37		√	R&T 409	Charge per page
1150-10	Copy Fee - Assessment Map copy and sale per page/Copy Map Index		\$15	\$17.76	\$18		√	R&T 409	Charge per page
1150-11	Copy Fee - Assessment Record Print Screen copy and sale per screen		\$5	\$5.47	\$5			R&T 409	Charge per print screen copy
1150-37	Assessment Map Records (Electronic Digital Format) Disk		\$34	\$102.48	\$34.00			R&T 409	Attorney General opinion No.04-1105,dated 10/3/2005 This is the base charge for Assessment Map Records Digital Format
1150-36	Appraisal Record copy and sale per record		\$13	\$15.03	\$15		√	R&T 409	Charge per record
1150-12	Research Fee (Per Hour)		\$118	\$136.64	\$137		√	R&T 409	Charge per hour
1150-16	Bond Letter Fee		\$441	\$512.40	\$512		√	R&T 409	Charge per Document
1150-18	Property Sales Information		\$88	\$102.48	\$102		√	R&T 409	Charge Per Report
1150-20	Current Assessment Roll Information		\$88	\$102.48	\$102		√	R&T 409	Charge Per Report

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**ASSESSOR/RECORDER
EXHIBIT II**

Ref. #	Service	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
1150-21	Prior Year's Assessment Roll Information		\$88	\$102.48	\$102		√	R&T 409	Charge Per Report
1150-23	Property Characteristics Information-Single Family Homes, County-Wide		\$88	\$102.48	\$102		√	R&T 409	Charge Per Report
1150-25	Boat Ownership Information		\$88	\$102.48	\$102		√	R&T 409	Charge Per Report
1150-26	Situs (Physical) Address Information		\$88	\$102.48	\$102		√	R&T 409	Charge Per Report
1150-27	Subdivision to Parcel Index		\$88	\$102.48	\$102		√	R&T 409	Charge Per Report
1150-28	Reference to All Recorded Documents (affecting ownership change) Per Parcel		\$88	\$102.48	\$102		√	R&T 409	System generated data
1150-29	Reference to Most Current Document (affecting ownership change) Per Parcel		\$88	\$102.48	\$102		√	R&T 409	System generated data
1150-30	Property Information by Fund		\$88	\$102.48	\$102		√	R&T 409	Charge Per Report
1150-32	Old to new parcel index		\$88	\$102.48	\$102		√	R&T 409	Charge per parcel
1150-33	Customer access to Assessor database		\$29	\$34.16	\$34		√	R&T 409	Monthly per user fee
1150-34	List of Transfers		\$10	\$102.48	\$10			R&T 408.1(d)	Charge per Report
1150-35	Credit Card Processing Fee		2.35%		2.35%			GC 6159 (h)(1) GC 54985	Pass through from vendor
1150-36	Debit Card Processing Fee		2.35%		2.35%			GC 6159 (h)(1) GC 54985	Pass through from vendor
RECORDER - BUDGET UNIT 2909									
2909.01	Certification of Official Records		\$6	\$5.56	\$6			Gvt Cde 27364	Per Official Record
2909.02	Lien Notice Program (Ea Debtor)		\$9	\$9.26	\$9			Gvt Cde 27361.9, 27387	Per Record
2909.03	Microfiche Frame Copy Service		\$12	\$12.04	\$12			Gvt Cde 27366	Per Frame Copy
2909.07a	Official Records Copies (1st Pg)		\$9	\$9.26	\$9			Gvt Cde 27366	Per Copy-1st Page
2909.08	Official Records Copies (Additional Pages)		\$1	\$1.39	\$1			Gvt Cde 27366	Per Copy-Per Addtl Page

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**ASSESSOR/RECORDER
EXHIBIT II**

Ref. #	Service	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
2909.09	Pre Lien Notice Program (Per Document)		\$63	\$62.98	\$63			Gvt Cde 27361.9, 27387	Per Document
2909.1	Record. Fee (1st Page) Base Costs + Mandated Fees		\$12	\$20.38	\$12			BOS Resolution No. 2010-159 Gvt Cde 27361, 27361.4	Code Mandated Standard Fee of \$10 (BOS approved and not to exceed \$10, per Gov't code) plus \$1 Micrographics and \$1 Establish days of operation
2909.11	Recording Fee (Additional Pages)		\$3	\$5.56	\$3			Gvt Cde 27361, 27361.4	Code Mandated Standard Fee
2909.12	Recording Fee (Incentive Compliance Fee)		\$3	\$2.78	\$3			Gvt Cde 27361.2	Code Mandated Standard Fee
2909.13	Recording Fee (Combined Document Fee)		\$12	\$12.97	\$12			Gvt Cde 27361.1, 27361.4	Code Mandated Standard Fee
2909.14	Recording Fee (Penalty Print)		\$1	\$11.11	\$1			Gvt Cde 27361	Code Mandated Standard Fee
2909.15	Recording Fee (IRS Documents)		\$13	\$20.38	\$13			Gvt Cde 27361	Code Mandated Standard Fee
2909.16	Recording Fee (Public Agency Releases)		\$20	\$20.38	\$20			Gvt Cde 27361.4	Code Mandated Standard Fee
2909.17	Recording Fee (Additional Indexing - >10 names, per group of 10)		\$1	\$11.11	\$1			Gvt Cde 27361.8	Code Mandated Standard Fee
2909.18	Recording Fee (Additional Indexing - Each Reference)		\$1	\$11.11	\$1			Gvt Cde 27361.2	Code Mandated Standard Fee
2909.19	Recording (Survey Monument Fee)		\$10	\$1.85	\$10			Gvt Cde 27585	\$10 fee goes to Public Works
2909.2	Recording Fee (No Preliminary Change of Ownership Report)		\$20	\$18.52	\$20			R&T 480.3	Code Mandated Standard Fee
2909.21	Recording Fee (UCC Forms - 2 pages or less)		\$10	\$20.38	\$10			UCC 9403-07, Gvt Cde 12194	Code Mandated Standard Fee
2909.21	Recording Fee (UCC Forms - 3 or more pages)		\$20	\$20.38	\$20			UCC 9403-07, Gvt Cde 12194	Code Mandated Standard Fee

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**ASSESSOR/RECORDER
EXHIBIT II**

Ref. #	Service	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
2909.22	Filing Fee (Maps 1st Page)		\$12	\$66.69	\$12			Gvt Cde 27361, 27361.4, 27372	Code Mandated Standard Fee
2909.23	Filing Fee (Maps Extra Page)		\$4	\$12.97	\$4			Gvt Cde 27361, 27361.4, 27373	Code Mandated Standard Fee
2909.24	Filing Fee (Contracts)		\$5	\$20.38	\$5			Gvt Cde 27361.4, 27380	Code Mandated Standard Fee Effect of \$3 plus \$1 Micrographics and \$1 Establish days of operation
2909.25	Vital Record Copies (Marriage)		\$19	\$12.97	\$19			H&S 103525.5, 103625, 103628	Code Mandated Standard Fee & AB2010 (H&S 103628) BOS authority 2014 AB110. *Effective 1/1/2022 increase by \$2 per AB128
2909.26	Vital Record Copies (Death/Govt. Death)		\$26	\$12.97	\$26			H&S 103525.5, 103625, 103629	Code Mandated Standard Fee & AB2010 (H&S 103628) BOS authority 2014 AB1053 AB110. *Effective 1/1/2022 increase by \$3 per AB128
2909.29	Vital Record Copies (Birth)		\$34	\$12.97	\$34			H&S 103525.5, 103625, 103630	Code Mandated Standard Fee & AB2010 (H&S 103628) BOS authority 2014 AB1053 AB110. *Effective 1/1/2022 increase by \$4 per AB128
2909.3	Vital Record Copies (Govt. Birth)		\$24	\$12.97	\$24			H&S 103525.5, 103625, 103631	Code Mandated Standard Fee & AB2010 (H&S 103628) BOS authority 2014 AB1053 AB110. *Effective 1/1/2022 increase by \$3 per AB128
2909.31	Vital Record Copies (Govt. Marriage)		\$14	\$12.97	\$14			H&S 103525.5, 103625, 103632	Code Mandated Standard Fee & AB2010 (H&S 103628) BOS authority 1/01/14 AB110. *Effective 1/1/2022 increase by \$1 per AB128

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**ASSESSOR/RECORDER
EXHIBIT II**

Ref. #	Service	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
2909.32	FTB Image Data File: of Daily Images of Real Estate Recordings		\$19	\$18.52	\$19			GC27366	Per File
2909.33	Set Up Charge for Specialized FTB Image Data File		\$84	\$83.36	\$83		√	GC27366	Per Set Up
2909.36	FTB Image Data File of Weekly/Quarterly Images of Real Estate Recordings		\$33	\$32.42	\$32		√	GC27366	Per File
2909.38	Electronic Recording Delivery System (ERDS) per document		\$1	\$5.56	\$1			GC 27397	Code Mandated standard fee to be collected when Solano Recorder ERDS certified by the California Attorney General per Govt Code 27390-97
2909.39	SB2: Building Homes and Jobs Act per real estate instrument, paper or notice		\$75	\$1.85	\$75			GC 27388.1	Code Mandated Standard Fee, not to exceed \$225 \$71 remitted to the State
2909.4	Credit Card Processing Fee		2.35%		2.35%			GC 54985	Pass through from vendor
2909.41	Debit Card Processing Fee		2.35%		2.35%			GC 54985	Pass through from vendor

RESOLUTION NO. 2024 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR RESOURCE MANAGEMENT ENVIRONMENTAL
HEALTH DIVISION**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Resource Management Environmental Health Division proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit III-A to Solano County Code section 11-110.4, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLIN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25

RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
PROGRAM 16 CONSUMER/FOOD									
601	Food Establishment < 300 sq ft High Risk	4	\$594	\$612.82	\$613		✓	H&S Code § 114381(d)	Permit
602	Food Establishment < 300 sq ft Medium Risk	17	\$485	\$500.18	\$500		✓	H&S Code § 114381(d)	Permit
603	Food Establishment < 300 sq ft Low Risk	66	\$389	\$400.91	\$401		✓	H&S Code § 114381(d)	Permit
604	Food Establishment 301 - 1,000 sq ft High Risk	30	\$920	\$948.82	\$949		✓	H&S Code § 114381(d)	Permit
605	Food Establishment 301 - 1,000 sq ft Medium Risk	107	\$792	\$817.09	\$817		✓	H&S Code § 114381(d)	Permit
606	Food Establishment 301 - 1000 sq ft Low Risk	85	\$635	\$654.82	\$655		✓	H&S Code § 114381(d)	Permit
607	Food Establishment 1,001 - 3,000 sq ft High Risk	326	\$1,314	\$1,355.46	\$1,355		✓	H&S Code § 114381(d)	Permit
608	Food Establishment 1,001 - 3,000 sq ft Medium Risk	390	\$1,079	\$1,113.01	\$1,113		✓	H&S Code § 114381(d)	Permit
609	Food Establishment 1,001 - 3,000 sq ft Low Risk	158	\$862	\$889.64	\$890		✓	H&S Code § 114381(d)	Permit
610	Food Establishment 3,001 - 6,000 sq ft High Risk	95	\$1,817	\$1,874.74	\$1,875		✓	H&S Code § 114381(d)	Permit
611	Food Establishment 3,001 - 6,000 sq ft Medium Risk	75	\$1,488	\$1,534.92	\$1,535		✓	H&S Code § 114381(d)	Permit
612	Food Establishment 3,001 - 6,000 sq ft Low Risk	21	\$1,197	\$1,235.19	\$1,235		✓	H&S Code § 114381(d)	Permit
613	Food Establishment 6,001 - 40,000 sq ft High Risk	43	\$2,373	\$2,447.47	\$2,447		✓	H&S Code § 114381(d)	Permit
614	Food Establishment 6,001 - 40,000 sq ft Medium Risk	20	\$1,947	\$2,008.37	\$2,008		✓	H&S Code § 114381(d)	Permit
615	Food Establishment 6,001 - 40,000 sq ft Low Risk	18	\$1,557	\$1,605.55	\$1,606		✓	H&S Code § 114381(d)	Permit
616	Food Establishment > 40,000 sq ft High Risk	15	\$2,652	\$2,735.74	\$2,736		✓	H&S Code § 114381(d)	Permit
617	Food Establishment > 40,000 sq ft Medium Risk	10	\$2,175	\$2,243.19	\$2,243		✓	H&S Code § 114381(d)	Permit
618	Food Establishment > 40,000 sq ft Low Risk	0	\$1,738	\$1,792.64	\$1,793		✓	H&S Code § 114381(d)	Permit
619	Food Establishment, Veteran Exemption High Risk	1	\$0	\$1,429.92	\$0			Bus. & Professions Code § 16102	Permit
620	Food Establishment, Veteran Exemption Med Risk	4	\$0	\$1,174.10	\$0			Bus. & Professions Code § 16102	Permit
621	Food Establishment, Veteran Exemption Low Risk	3	\$0	\$937.37	\$0			Bus. & Professions Code § 16102	Permit
622	Food Establishment, Non-profit High Risk	5	\$0	\$1,429.92	\$0			H&S Code § 114381(d)	Permit
623	Food Establishment, Non-profit Med Risk	29	\$0	\$1,174.10	\$0			H&S Code § 114381(d)	Permit
624	Food Establishment, Non-profit Low Risk	66	\$0	\$937.37	\$0			H&S Code § 114381(d)	Permit
625	Catering Registration	20	\$489	\$504.00	\$504		✓	H&S Code § 114381(d)	Permit

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
626	Out of County Catering Reg.	6	\$352	\$362.73	\$363		✓	H&S Code § 114381(d)	Permit
627	Food Facility, Veteran Exemption	9	\$0	\$530.73	\$0			Bus. & Professions Code § 16102	Permit
628	Food Facility, Non-profit Exemption	109	\$0	\$530.73	\$0			H&S Code § 114381(d)	Permit
629	Microenterprise Home Kitchen	16	\$483	\$498.28	\$498		✓	H&S Code § 114381(d)	Permit
631	Compact Mobile Food Commissary	10	\$393	\$400.91	\$401		✓	H&S Code § 114381(d)	Permit
630	Host Facility	1	\$389	\$400.91	\$401		✓	H&S Code § 114381(d)	Permit
632	Food Establishment - Public School Cafeterias	114	\$0	\$620.46	\$620		✓	H&S Code § 114381(d)	Permit
644	Food Facility - Vending Machine Site Fee	12	\$204	\$210.00	\$210		✓	H&S Code § 114381(d)	Permit
117	Each Additional Vending Machine	24	\$41	\$42.00	\$42		✓	H&S Code § 114381(d)	Permit
645	Food Facility - Vend. Machine Vet Exempt Site Fee	1	\$0	\$210.00	\$0			H&S Code § 114381(d)	Permit
118	Each Additional Vending Machine	3	\$0	\$42.00	\$0			H&S Code § 114381(d)	Permit
646	Mobile Food Facility- One event fee**	59	\$168	\$173.73	\$174		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
647	Mobile Food Facility- Seasonal mobile event**	5	\$418	\$431.46	\$431		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the season
648	Food Facility - Temp. Food Booth High Risk (1 event) **	40	\$124	\$127.91	\$128		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
649	Food Facility - Temp. Food Booth High Risk Seasonal **	15	\$328	\$337.91	\$338		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the season
650	Food Facility - Temp. Food Booth Low Risk - 1 event **	32	\$57	\$59.18	\$59		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
651	Food Facility - Temp Food Booth Low Risk Seasonal **	18	\$181	\$187.09	\$187		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the season
652	Food Facility - Temp. Food Booth Medium Risk - 1 event **	21	N/A	\$89.73	\$90	✓		H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
653	Food Facility - Temp Food Booth Medium Risk Seasonal **	6	N/A	\$225.27	\$225	✓		H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the season

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
671	Cottage Food- Direct and/or Wholesale-permit	28	\$389	\$400.91	\$401		✓	H&S Code § 114289.5	Permit
672	Cottage Food Permit- Veteran Exemption	5	\$0	\$400.91	\$0			Bus. & Professions Code § 16102	Permit
677	Farm Stand	5	\$154	\$158.46	\$158		✓	H&S Code § 114381(d)	Permit
678	Food Facility - Certified Farmers Market	4	\$518	\$534.55	\$535		✓	H&S Code § 114381(d)	Permit
683	Food Establishment - Private School	9	\$602	\$620.46	\$620		✓	H&S Code § 114381(d)	Permit
688	Food Establishment - Day Care	0	\$520	\$536.46	\$536		✓	H&S Code § 114381(d)	Permit
691	Food Establishment - Seasonal	2	\$329	\$339.82	\$340		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the season
692	Special Event Organizer- Non-Profit	9	\$0	\$286.37	\$0			H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
696	Food Facility - Special Event Organizer 2 - 5 booths **	29	\$278	\$286.37	\$286		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
697	Food Facility - Special Event Organizer 6 - 10 booths **	10	\$416	\$429.55	\$430		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
698	Food Facility - Special Event Organizer > 10 booths **	7	\$552	\$568.91	\$569		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
699	Food Facility- Special Event organizer > 20 booths**	3	\$727	\$750.28	\$750		✓	H&S Code § 114381(d)	Permit; **These permits are temporary and expire at the end of the event
101 102 104 105 112 113 116	Food Facility - Motorized Vehicle	29	\$211	\$217.64	\$218		✓	H&S Code § 114381(d)	Permit
114	Food Facility - Veterans Exempt Vehicle	3	\$0	\$217.64	\$0			Bus. & Professions Code § 16102	Permit
115	Food Facility - Non Profit Vehicle	2	\$0	\$217.64	\$0			H&S Code § 114381(d)	Permit
103 109	Food Facility - Mobile Food Prep. Vehicle	159	\$255	\$263.46	\$263		✓	H&S Code § 114381(d)	Permit
106 107 108 110 111 119 120	Food Facility - Non-motorized food cart	30	\$139	\$143.18	\$143		✓	H&S Code § 114381(d)	Permit
121	Food Facility - Non-motorized food cart - High Risk	9	N/A	\$263.46	\$263	✓		H&S Code § 114381(d)	Permit

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
Plan Checking Fee/Construction Insp. (See Below)									
111	Food Establishment < 300 sq ft	3	\$1,110	\$1,145.46	\$1,145		✓	H&S Code § 114381(d)	Permit
112	Food Establishment 301-1,000 sq ft	8	\$1,614	\$1,664.74	\$1,665		✓	H&S Code § 114381(d)	Permit
113	Food Establishment 1,001-3,000 sq ft	40	\$1,858	\$1,916.74	\$1,917		✓	H&S Code § 114381(d)	Permit
114	Food Establishment 3,001-9,000 sq ft	10	\$2,193	\$2,262.28	\$2,262		✓	H&S Code § 114381(d)	Permit
115	Food Establishment > 9,000 sq ft	5	\$3,076	\$3,172.92	\$3,173		✓	H&S Code § 114381(d)	Permit
116	Remodel Plan Check	50	\$731	\$754.09	\$754		✓	H&S Code § 114381(d)	Permit
	Minor Plan Checks (hourly rate)	27	\$185	\$190.91	\$191		✓	H&S Code § 114381(d)	
PROGRAM 16R FOOD REGISTRATION									
600	Cottage Food-Direct Sales Only-Registration	138	\$117	\$120.27	\$120		✓	H&S Code § 114289.5	Registration
605	Cottage Food-Direct Sales Only-Registration (Vet/Exempt)	3	\$0	\$120.27	\$0			Bus. & Professions Code § 16102	Registration
610	School Garden	7	\$0	\$120.27	\$0			H&S Code § 114289.5	Registration
PROGRAM 21 HAZARDOUS MATERIALS / WASTE PROGRAM*									
160	Unmanned Facility	305	\$537	\$553.64	\$554		✓	H&SC §§ 255404.5, 25513	Permit
161	1-4 Personnel	818	\$364	\$376.09	\$376		✓	H&SC §§ 255404.5, 25513	Permit
162	5-9 Personnel	251	\$599	\$617.22	\$617		✓	H&SC §§ 255404.5, 25513	Permit
163	10-19 Personnel	153	\$991	\$1,021.18	\$1,021		✓	H&SC §§ 255404.5, 25513	Permit
164	20-49 Personnel	114	\$1,449	\$1,492.81	\$1,493		✓	H&SC §§ 255404.5, 25513	Permit
165	50-99 Personnel	42	\$1,936	\$1,995.20	\$1,995		✓	H&SC §§ 255404.5, 25513	Permit
166	100-249 Personnel	36	\$2,711	\$2,792.87	\$2,793		✓	H&SC §§ 255404.5, 25513	Permit
167	> 250 Personnel	17	\$3,982	\$4,103.18	\$4,103		✓	H&SC §§ 255404.5, 25513	Permit
168	> 10,000 gal & < 10 Personnel	6	\$1,948	\$2,007.50	\$2,008		✓	H&SC §§ 255404.5, 25513	Permit

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25

RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
169	Petroleum Refinery	1	\$38,696	\$39,871.17	\$39,871		✓	H&SC §§ 255404.5, 25513	Permit
197	City/County/School Facility	201	\$0	\$1,646.60	\$0			H&SC §§ 255404.5, 25513	Permit
198	Injection Well Permit	2	\$1,272	\$1,310.31	\$1,310		✓	Solano County Code	Permit
222	Environmental Management Ag Hazmat Fee	118	\$20.00	\$20.05	\$20			H&SC §§ 255404.5, 25513	
* The system is adjusted annually by the Secretary for Environmental Protection under H&SC 25404.5(b)(1) to include a surcharge assessment.									
PROGRAM 22 EMERGENCY RESPONSE									
246	Emergency incident response (hourly rate)	10	\$197	\$190.91	\$191		✓	H&S Code § 101325	
PROGRAM 23A ABOVE GROUND TANKS									
110	10,000 to 100,000 gallons per facility	78	\$354	\$365.00	\$365		✓	H&SC § 25270.6	Permit
111	100,001 to 1,000,000 gallons per facility	11	\$531	\$547.50	\$548		✓	H&SC § 25270.6	Permit
112	1,000,001 to 10,000,000 gallons per facility	1	\$886	\$912.50	\$913		✓	H&SC § 25270.6	Permit
113	10,000,001 to 100,000,000 gallons per facility	2	\$1,238	\$1,275.45	\$1,275		✓	H&SC § 25270.6	Permit
114	> 100,000,001 gallons per facility	1	\$1,592	\$1,640.45	\$1,640		✓	H&SC § 25270.6	Permit
197	City/County/School Facility Above Ground Storage Tank 10,000 - 100,000 gallons per facility	14	\$354	\$365.00	\$365		✓	H&SC § 25270.6	HSC 25270.6(b) - no fee exemption can be provided for municipal/ school above ground tanks.
PROGRAM 23U UNDERGROUND STORAGE TANK									
310	Underground storage tanks -- facilities other than service stations								
	Permit to store (+)	45	\$549	\$565.96	\$566		✓	H&SC § 25287	Permit
	Each tank charged @	78	\$332	\$342.44	\$342		✓	H&SC § 25287	Permit
311	Underground storage tank service station facility								
	Permit to store (+)	145	\$549	\$565.96	\$566		✓	H&SC § 25287	Permit
	Each tank charged @	444	\$332	\$342.44	\$342		✓	H&SC § 25287	Permit
326	County/City/School Tank Site	12	\$0	\$565.96	\$0			H&SC § 25287	Permit
	Each tank charged @	24	\$0	\$342.44	\$0			H&SC § 25287	Permit
305	Plan check/Construction Inspection								
	1-2 tanks per facility	4	\$1,343	\$1,384.13	\$1,384		✓	H&SC § 25287	Permit

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
	Each additional tank	2	\$189	\$194.80	\$195		✓	H&SC § 25287	Permit
322	Agricultural Tank	0	\$549	\$565.96	\$566		✓	H&SC § 25287	Permit
	Each tank charge @	0	\$332	\$342.44	\$342		✓	H&SC § 25287	Permit
360	Underground Storage Tanks at Federal Facilities	8	\$549	\$565.96	\$566		✓	H&SC § 25287	Permit
	Each tank charge @	14	\$332	\$342.44	\$342		✓	H&SC § 25287	Permit
370	Underground Storage Tanks at State Facilities	2	\$549	\$565.96	\$566		✓	H&SC § 25287	Permit
	Each tank charge @	4	\$332	\$342.44	\$342		✓	H&SC § 25287	Permit
382	Modification/Repair (Tank)								
	1-2 tanks per facility	4	\$1,039	\$1,070.39	\$1,070		✓	H&SC § 25287	Permit
	Each additional tank	1	\$189	\$194.80	\$195		✓	H&SC § 25287	Permit
380	Modification/Repair (Piping Only)	35	\$513	\$529.05	\$529		✓	H&SC § 25287	Permit
390	Removal of Tanks								
	1-2 tanks per facility	2	\$1,140	\$1,174.97	\$1,175		✓	H&SC § 25287	Permit
	Each additional tank	0	\$189	\$194.80	\$195		✓	H&SC § 25287	Permit
381	Permit to Remove & Install New Tanks								
	1-2 tanks per facility	0	\$2,008	\$2,069.02	\$2,069		✓	H&SC § 25287	Permit
	Each additional tank	0	\$189	\$194.80	\$195		✓	H&SC § 25287	Permit
399	Temporary Closure Application	0	\$125	\$129.19	\$129		✓	H&SC § 25287	Permit
	Hazardous Waste / Hazardous Materials-Activity Not Already Covered (Hourly rate)	1	\$181	\$190.91	\$191		✓	H&SC § 25287	
PROGRAM 24 HOUSING AND INSTITUTIONS									
11	Housing dwelling unit complaint investigation hourly rate	9	\$185	\$190.91	\$191		✓	H&S Code § 101325	Permit
130	Hotel/Motel/Bed and Breakfast	64	\$285	\$294.00	\$294		✓	H&S Code § 101325	Permit
	Each additional unit	3897	\$22	\$21.95	\$22			H&S Code § 101325	Permit
PROGRAM 26 LAND USE									
613	Subdivisions - Up to four parcels	1	\$1,829	\$1,886.19	\$1,886		✓	H&S Code § 101325	Permit
611	Each additional parcel after 4	0	\$416	\$429.55	\$430		✓	H&S Code § 101325	Permit
612	Subdivision - major map revision	0	\$1,025	\$1,057.64	\$1,058		✓	H&S Code § 101325	Permit

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25

RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
614	Subdivision - minor map revision	0	\$511	\$526.91	\$527		✓	H&S Code § 101325	Permit
623	Lot line adjustment/Boundary line modification	3	\$513	\$528.82	\$529		✓	H&S Code § 101325	Permit
624	Building Envelope Modification	1	\$394	\$406.64	\$407		✓	H&S Code § 101325	Permit
664	Use permit (Planning Commission)	1	\$2,234	\$2,304.28	\$2,304		✓	H&S Code § 101325	Permit
667	Use permit - Agriculture	0	\$1,675	\$1,727.74	\$1,728		✓	H&S Code § 101325	Permit
680	Use Permit (Minor or Minor Revision)	26	\$798	\$822.82	\$823		✓	H&S Code § 101325	Permit
683	Use Permit (Minor or Minor Revision)- Agriculture	0	\$598	\$616.64	\$617		✓	H&S Code § 101325	Permit
692	Marsh Development Permit (ZA)	0	\$298	\$307.37	\$307		✓	H&S Code § 101325	Permit
695	Marsh Development Permit (PC)	0	\$798	\$822.82	\$823		✓	H&S Code § 101325	Permit
696	Marsh Development (PC) Revision	0	\$511	\$526.91	\$527		✓	H&S Code § 101325	Permit
	Hourly rate for Land-use review in excess of fee/hourly rate	0	\$185	\$190.91	\$191		✓	H&S Code § 101325	
PROGRAM 29 HAZARDOUS MATERIALS SITE MITIGATION- NON LOP									
	Initial Review Phase I/II (up to 8 hours)	2	\$1,455	\$1,498.96	\$1,499		✓	H&S Code § 101325	voluntary project oversight fee
	Contaminated Site Investigation/Remedial Action (up to 16 hours)	1	\$2,908	\$2,995.87	\$2,996		✓	H&S Code § 101325	voluntary project oversight fee
	Hourly rate for review in excess of time covered by permit fee	4	\$199	\$190.91	\$191		✓	H&S Code § 101325	
PROGRAM 36 RECREATIONAL HEALTH FACILITIES									
605	Pool/Spa Municipal/School sites	25	\$0	\$223.36	\$0			H&S Code § 101325	Permit
501	Pool/Spa Site Fee (non municipal/school)	275	\$217	\$223.36	\$223		✓	H&S Code § 101325	Permit
601 602	Pool/Spa	406	\$316	\$326.46	\$326		✓	H&S Code § 101325	Permit
	Swimming Pool/Spa Plan Check	5	\$1,956	\$2,017.92	\$2,018		✓	H&S Code § 101325	Permit
	Each Additional Pool/Spa Plan Check	2	\$535	\$551.73	\$552		✓	H&S Code § 101325	Permit
	Swimming Pool/Spa Remodel (hourly rate)	10	\$185	\$190.91	\$191		✓	H&S Code § 101325	Permit
PROGRAM 42 LIQUID WASTE									
211	Septic Tank/Sewage Complaint Investigations (hourly rate)	10	\$185	\$190.91	\$191		✓	Health & Safety Code § 101325	
212	Septic tank destruction	1	\$403	\$416.18	\$416		✓	Health & Safety Code § 101325	Permit

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
214	Septic tank-new installation	7	\$1,660	\$1,712.46	\$1,712		✓	Health & Safety Code § 101325	Permit
	Per hour charge for time not covered by permit fee	0	\$185	\$190.91	\$191		✓		
215	VA/FHA/Loan application inspection	0	\$500	\$515.46	\$515		✓	Health & Safety Code § 101325	Permit
224	VA/FHA/Loan App Combined Well/Septic + \$25.00 sample	0	\$694	\$715.91	\$716		✓	Health & Safety Code § 101325	Permit
213	Alternative sewage disposal system	11	\$2,915	\$3,006.83	\$3,007		✓	Health & Safety Code § 101325	Permit
	Per hour charge for time not covered by permit fee	0	\$185	\$190.91	\$191		✓	Health & Safety Code § 101325	Permit
219	Septic tank-repair/maintenance	31	\$688	\$710.19	\$710		✓	Health & Safety Code § 101325	Permit
	Per hour charge for time not covered by permit fee	0	\$185	\$190.91	\$191		✓		
220	Septic Tank - tightline connection to existing system only	16	\$324	\$334.09	\$334		✓	Health & Safety Code § 101325	Permit
201, 202, 203	Septic tank/chemical toilet/grease pumper truck	56	\$229	\$236.73	\$237		✓	Health & Safety Code § 101325	Permit
255	Chemical toilet company <50 units	5	\$516	\$532.64	\$533		✓	Health & Safety Code § 101325	Permit
256	Chemical toilet company >50 units	2	\$1,035	\$1,067.19	\$1,067		✓	Health & Safety Code § 101325	Permit
	Site evaluation (soil profile/percolation test review per project per lot)	65	\$677	\$698.73	\$699		✓	Health & Safety Code § 101325	Permit
	Per hour charge for time not covered by permit fee	0	\$185	\$190.91	\$191		✓	Health & Safety Code § 101325	Permit
270	Preliminary site review (surface features only)	0	\$339	\$349.37	\$349		✓	Health & Safety Code § 101325	Permit
	Per hour charge for time not covered by permit fee	0	\$185	\$190.91	\$191		✓	Health & Safety Code § 101325	Permit
	Building Permit Review	136	\$267	\$274.91	\$275		✓	Health & Safety Code § 101325	Plan review
	Building Permit Review - ground mount photovoltaic system only	41	\$131	\$135.55	\$136		✓	Health & Safety Code § 101325; Civil Code § 66015(a)(2) & (b)(2)	Plan review

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
481 482 483 484 485 486 487	Operational Permit	413	\$205	\$205.23	\$205			Health & Safety Code § 101325	Permit
488	Graywater dispersal system	0	\$322	\$332.18	\$332		✓	Health & Safety Code § 101325	Review and/or Permit
	Per hour charge for time not covered by permit fee	0	\$185	\$190.91	\$191		✓	Health & Safety Code § 101325	Review and/or Permit
PROGRAM 44 SOLID WASTE									
422	Garbage collection permit fee	4	\$318	\$328.37	\$328		✓	Public Resources Code § 43213	Permit
401 402 403 404 423	refuse or tallow swill hauling vehicle	99	\$215	\$221.46	\$221		✓	Public Resources Code § 43213	Permit
424	Solid Waste Facility-Notification Tier fee	4	\$2,861	\$2,951.47	\$2,951		✓	Public Resources Code § 43213	Permit
434	Class I Facility	2	\$10,533	\$10,864.69	\$10,865		✓	Public Resources Code § 43213	Permit
435	Drilling Mud Disposal Facility	1	\$10,533	\$10,864.69	\$10,865		✓	Public Resources Code § 43213	Permit
436	Solid Waste Disposal Facilities per ton Local Enforcement Agency (LEA) fee	2	\$1.03	\$1.03	\$1.03			Public Resources Code § 43213	Permit
437	Animal Burial Site Solid Waste Facility	1	\$1,943.00	\$2,004.56	\$2,005		✓	Public Resources Code § 43213	Permit
442	Composting/Chipping and Grinding Facility (not operated w/ local landfill)	2	\$2,861	\$2,951.47	\$2,951		✓	Public Resources Code § 43213	Permit
479	Closed Solid Waste Facility	4	\$2,671	\$2,754.83	\$2,755		✓	Public Resources Code § 43213	Permit
445	Garbage transfer station	1	\$8,016	\$8,268.31	\$8,268		✓	Public Resources Code § 43213	Permit

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
461	Septage Disposal Site	0	\$5,726	\$5,906.76	\$5,907		✓	Public Resources Code § 43213	Permit
462	Biosolid Landspreading Site Registration	9	\$1,307	\$1,347.82	\$1,348		✓	H&S Code § 101325	Permit
	Biosolid site inspection (per hour) per site field + office time not covered by registration or notification fee	0	\$185	\$190.91	\$191		✓	H&S Code § 101325	Permit
463	Biosolid Landspreading Notification	2	\$16,196	\$16,706.53	\$16,707		✓	H&S Code § 101325	Permit
NP44	Biosolids Research and Education Fee per acre land applied	1,100	\$15	\$15	\$15			Solano County Code, Chapter 25, section 25- 402(a)8	Research fee
496	Closed Class I Facility	2	\$1,688	\$1,741.10	\$1,741		✓	H&S Code	Permit
446	Waste disposal plan check fee (Other than Class III)	0	\$707	\$729.28	\$729		✓	H&S Code	Permit
447	Garbage Service Exemption initial review fee (incorporated area)	1	\$185	\$190.91	\$191		✓	H&S Code	Permit
425	Garbage Service Exemption renewal review fee (incorporated area)	1	\$81	\$84.00	\$84		✓	H&S Code	Permit
PROGRAM 46 SMALL WATER SYSTEMS									
660	State small water system	13	\$465	\$479.18	\$479		✓	H&S Code § 101325	Permit
666	Private well water sampling Plus current Public Health Laboratory water testing rate each add'l sample	0	\$307	\$316.91	\$317		✓	H&S Code § 101325	voluntary inspection service
681	Private well general inspection w/sample (R/E Transaction)	0	\$466	\$481.09	\$481		✓	H&S Code § 101325	voluntary inspection service
WATER WELL FEES									
644	Monitoring or Cathodic protection well (construction or destruction permit)	89	\$585	\$603.28	\$603		✓	H&S Code § 101325	Permit
	Each additional well after 2	0	\$196	\$202.36	\$202		✓	H&S Code § 101325	Permit
688	Well Destruction Permit	6	\$585	\$603.28	\$603		✓	H&S Code § 101325	Permit
	Water supply well: each additional well	5	\$196	\$202.36	\$202		✓	H&S Code § 101325	Permit
669	Well Construction Permit	20	\$755	\$778.91	\$779		✓	H&S Code § 101325	Permit
	Each additional well	5	\$585	\$603.28	\$603		✓	H&S Code § 101325	Permit
	Destruction at the same time	5	\$196	\$202.36	\$202		✓	H&S Code § 101325	Permit
691	Well Repair	0	\$318	\$328.37	\$328		✓	H&S Code § 101325	Permit
668	Boring permit (Per project site, 5 borings maximum)	94	\$318	\$328.37	\$328		✓	H&S Code § 101325	Permit

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
PROGRAM 48 MISCELLANEOUS FEES									
4891	Business License Review New - Tier 1	7	\$24	\$99.27	\$25		✓	H&S Code § 101325	For businesses with Annual Gross Income \$15,000 or less that meet Home Occupation criteria in Solano County Zoning Code or be a Microenterprise Home Kitchen Operation (MEHKO) as defined by State of California Health and Safety Code.
4892	Business License Review New - Tier 2	20	\$96	\$99.27	\$99		✓	H&S Code § 101325	For businesses with Annual Gross Income greater than \$15,000
4893	Business License Review Renewal- Tier 1	15	\$0	\$99.27	\$0			H&S Code § 101325	For businesses with Annual Gross Income \$15,000 or less that meet Home Occupation criteria in Solano County Zoning Code or be a Microenterprise Home Kitchen Operation (MEHKO) as defined by State of California Health and Safety Code. Review performed by non-direct service employee, whose costs are included as overhead in the direct service hourly rate.
4894	Business License Review Renewal - Tier 2	280	\$0	\$99.27	\$0			H&S Code § 101325	For businesses with Annual Gross Income greater than \$15,000. Review performed by non-direct service employee, whose costs are included as overhead in the direct service hourly rate.
4895	Business License Review-veteran exempt	1	\$0	\$99.27	\$0			H&S Code § 101325	
4896	Hourly rate- Environmental Health activity not otherwise specified	0	\$185	\$190.91	\$191		✓	H&S Code § 101325	
4897	Reinspection Fee	50	\$318	\$328.37	\$328		✓	H&S Code § 101325	
4898	Public Nuisance Hearing Deposit	1	\$150	\$1,206.96	\$150			Gov 25845	Fee is an initial deposit that will be applied to actual costs. Cost estimate is the minimum amount for an appeal to the Hearing Officer. Actual costs may be higher.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
PROGRAM 48G-CONFINED ANIMAL FACILITY OPERATION (CAFO)									
	Construction Permit- Initial Review (Review construction plans, comprehensive nutrient management plans and construction oversight--does not include well construction or inspection)	0	\$6,357	\$6,557.76	\$6,558		✓	H&S Code § 101325	Permit
	Each additional hour for time not covered by permit fee	0	\$185	\$190.91	\$191		✓	H&S Code § 101325	
	Plan Check Fee Confined Animal Facility Operation Expansion (Review construction plans, comprehensive nutrient management plans and construction oversight--does not include well construction or inspection)	0	\$1,592	\$1,641.83	\$1,642		✓	H&S Code § 101325	plan review
	Each additional hour for time not covered by plan check fee	0	\$185	\$190.91	\$191		✓	H&S Code § 101325	
400	Operational Permit (Review of sampling analysis data and records, site inspections)	2	\$4,268	\$4,402.38	\$4,402		✓	H&S Code § 101325	Permit
	Each additional hour for time covered by permit fee	0	\$185	\$190.91	\$191		✓	H&S Code § 101325	
	Per hour charge for staff time for activity not otherwise specified (Response to complaints, review of site specific data)	0	\$185	\$190.91	\$191		✓	H&S Code § 101325	
PROGRAM 49 BODY ART									
910	Permanent Body Art Facility- Practice Site	69	\$242	\$250.09	\$250		✓	H&S Code § 119312	Permit
912	Permanent Body Art Facility - Mobile Practice Site	0	\$242	\$250.09	\$250		✓	H&S Code § 119316	Permit
913	Temporary Body Art Facility	0	\$185	\$190.91	\$191		✓	H&S Code § 119317.5	Permit
914	Temporary Body Art Event Sponsor	0	\$242	\$250.09	\$250		✓	H&S Code § 119318	Permit
915	Body Art Practitioner Registration	180	\$120	\$124.09	\$124		✓	H&S Code § 119306	Registration
918	Piercing Facility Registration	4	\$89	\$91.64	\$92		✓	H&S Code § 119326(a)	Registration
916	Plan Review- Permanent Body Art Facility Practice Site	4	\$405	\$418.09	\$418		✓	H&S Code § 119312	plan review
917	Plan Review- Permanent Body Art Facility Mobile Practice Site	0	\$242	\$250.09	\$250		✓	H&S Code § 119312	plan review

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ENVIRONMENTAL HEALTH DIVISION
EXHIBIT III-A**

Fee Code	Category	Estimated No of Units FY24/25	Current Fee per Unit	Actual Cost Per Unit	Recmd Fee per Unit FY24/25	New Fee	Revised Fee	Fee Authority	Description/Exception
PROGRAM 50 EXTREMELY HAZARDOUS MATERIALS (RMP's)									
560	Unmanned Facility	6	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
561	Federal Facility	0	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
562	UGT Facility/RMPP Discl	0	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
563	RMP 10-19 Employees	8	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
564	RMP 20-49 Employees	2	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
565	RMP 50-99 Employees	0	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
566	RMP 100-249 Employees	2	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
567	RMP > 250 Employees	4	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
568	RMP < 10 employees	4	\$917	\$945.31	\$945		✓	H&SC \$ 25535.5	Permit
597	School/County/City Facility	1	\$0	\$945.31	\$0			H&SC \$ 25535.5	Permit
598	Program 4- Refinery	3	\$79,992	\$82,422.43	\$82,422		✓	H&SC \$ 25535.6	Permit

All delinquent fees are subject to an additional penalty of double the fee amount.

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR RESOURCE MANAGEMENT
PLANNING SERVICES DIVISION**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Resource Management Planning Services Division proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit III-B to Solano County Code section 11-110.4, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25

RESOURCE MANAGEMENT - PLANNING SERVICES DIVISION
EXHIBIT III-B

Ref. #	Service	Estimated No of Units 2024/25	Current Fee per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/Exception
PLANNING DIVISION									
2912-01	Agricultural Preserve Application	4	\$1,620	\$1,670.98	\$1,671		√	Gov 65104	Initial non-refundable deposit includes up to 7.25 hours of service
2912-02	Agricultural Preserve Cancellation Petition	0	\$4,917	\$5,070.56	\$5,071		√	Gov 51281.1	Initial non-refundable deposit includes up to 22 hours of service
2912-03	Alquist-Priolo Proposal Processing	0	\$1,285	\$1,325.26	\$1,325		√	PRC 2625	Initial non-refundable deposit includes up to 5.75 hours of service
2912-04	Architectural Review	1	\$1,285	\$1,325.26	\$1,325		√	Gov 65909.5	Initial non-refundable deposit includes up to 5.75 hours of service
2912-04.1	Waiver of Architectural Standards	6	\$503	\$518.58	\$519		√	Gov 65909.5	Hourly rate will be charged after 2.25 hours of service
2912-05	Business License Review - Tier 2	20	\$224	\$230.48	\$230		√	Cal. Business & Professions Code §16100	For businesses with Annual Gross Income greater than \$15,000
2912-05.1	Business License Renewal Review - Tier 2	280	\$134	\$138.29	\$138		√	Cal. Business & Professions Code §16100	For businesses with Annual Gross Income greater than \$15,000
2912-05.2	Business License New/Renewal Review - Veteran Exemption	2	\$0	\$230.48	\$0			Cal. Business & Professions Code §16102	
2912-05.3	Business License Review - Tier 1	7	\$56	\$230.48	\$58		√	Cal. Business & Professions Code §16102	For businesses with Annual Gross Income \$15,000 or less
2912-05.4	Business License Renewal Review - Tier 1	15	\$34	\$138.29	\$35		√	Cal. Business & Professions Code §16102	For businesses with Annual Gross Income \$15,000 or less
2912-06	Development Agreement (New) (Deposit)	0	\$13,411	\$13,828.80	\$13,829		√	Gov 65104	Initial non-refundable deposit includes up to 60 hours of service
2912-07	Development Agreement Revision (Deposit)	0	\$2,325	\$2,396.99	\$2,397		√	Gov 65104	Initial non-refundable deposit includes up to 10.4 hours of service
2912-08	Environmental Review - Initial Study (Deposit)	15	\$1,050	\$1,083.26	\$1,083		√	PRC 21089(a)	Hourly rate will be charged after 4.7 hours of service
2912-09	Environmental Review - Negative Declaration (Deposit)	10	\$3,129	\$3,226.72	\$3,227		√	PRC 21089(a)	Hourly rate will be charged after 14 hours of service
2912-11	Negative Declaration Mitigation Monitoring (Deposit)	2	\$2,325	\$2,396.99	\$2,397		√	PRC 21089(a)	Hourly rate will be charged after 10.4 hours of service
2912-12	Environmental Review - Process EIR (20% of Contract) (Deposit)	0	Varies	Varies	Varies			PRC 21089(a)	Varies - based estimated time for specific project and hourly rate
2912-14	General Plan Amendment - Merit Hearing (Deposit)	0	\$5,141	\$5,301.04	\$5,301		√	Gov 65104	Initial non-refundable deposit includes up to 23 hours of service

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - PLANNING SERVICES DIVISION
EXHIBIT III-B**

Ref. #	Service	Estimated No of Units 2024/25	Current Fee per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/Exception
2912-15	General Plan Amendment - Completed Application (Deposit)	0	\$7,711	\$7,951.56	\$7,952		√	Gov 65104	Initial non-refundable deposit includes up to 34.5 hours of service
2912-16	Contracted General Plan Amendment (Composite Hourly Rate or 20% of Contract) (Deposit)	0	Varies	Varies	Varies			Gov 65104	Varies - based estimated time for specific project and hourly rate
2912-17	Marsh Development Permit (MDP) Application with Use Permit (Deposit)	1	\$1,285	\$1,325.26	\$1,325		√	PRC 29520(b)	Initial non-refundable deposit includes up to 5.75 hours of service
2912-18	MDP Application - Zoning Administrator (ZA) (Deposit)	1	\$3,464	\$3,572.44	\$3,572		√	PRC 29520(b)	Initial non-refundable deposit includes up to 15.5 hours of service
2912-19	MDP - ZA Revision (Deposit)	0	\$939	\$968.02	\$968		√	PRC 29520(b)	Initial non-refundable deposit includes up to 4.2 hours of service
2912-20	MDP - ZA Extension (Deposit)	0	\$916	\$944.97	\$945		√	PRC 29520(b)	Initial non-refundable deposit includes up to 4.1 hours of service
2912-21	MDP Application - Planning Commission (Deposit)	0	\$6,426	\$6,626.30	\$6,626		√	PRC 29520(b)	Initial non-refundable deposit includes up to 28.75 hours of service
2912-22	MDP - Planning Commission Revision (Deposit)	0	\$2,056	\$2,120.42	\$2,120		√	PRC 29520(b)	Initial non-refundable deposit includes up to 9.2 hours of service
2912-23	MDP - Planning Commission Extension	0	\$1,788	\$1,843.84	\$1,844		√	PRC 29520(b)	Initial non-refundable deposit includes up to 8 hours of service
2912-24	Mutual Agreement - Utility Lines/Facilities	0	\$6,426	\$6,626.30	\$6,626		√	Gov 65104	Initial non-refundable deposit includes up to 28.75 hours of service
2912-25	Policy Plan Overlay (PPO) (Deposit)	1	\$5,811	\$5,992.48	\$5,992		√	Gov 65909.5	Initial non-refundable deposit includes up to 26 hours of service
2912-27	PPO: Extension to Exercise (Deposit)	0	\$1,788	\$1,843.84	\$1,844		√	Gov 65909.5	Initial non-refundable deposit includes up to 8 hours of service
2912-28	PPO: Revision (Deposit)	1	\$2,325	\$2,396.99	\$2,397		√	Gov 65909.5	Initial non-refundable deposit includes up to 10.4 hours of service
2912-29	Performance Standards (Composite Hourly Rate applied) (Deposit)	3	\$2,570	\$2,650.52	\$2,651		√	Gov 65909.5	Initial non-refundable deposit includes up to 11.5 hours of service
2912-30	Review & Report as required by Permit	0	\$894	\$921.92	\$922		√	Gov 65909.5	Initial non-refundable deposit includes up to 4 hours of service
2912-31	Reclamation Plan Application	1	\$7,823	\$8,066.80	\$8,067		√	Gov 65104	Initial non-refundable deposit includes up to 35 hours of service
2912-32	Reclamation Plan Application with Use Permit	1	\$3,129	\$3,226.72	\$3,227		√	Gov 65104	Hourly rate will be charged after 14 hours of service

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - PLANNING SERVICES DIVISION
EXHIBIT III-B**

Ref. #	Service	Estimated No of Units 2024/25	Current Fee per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/Exception
2912-33	Reclamation Plan Annual Site Visit	7	\$1,565	\$1,613.36	\$1,613		√	Gov 65104	Initial non-refundable deposit includes up to 7 hours of service
2912-33.1	Interim Reclamation Management Plan	0	\$1,565	\$1,613.36	\$1,613		√	Gov 65104	Initial non-refundable deposit includes up to 7 hours of service
2912.33.2	Extension of Interim Reclamation Management Plan	0	\$782	\$806.68	\$807		√	Gov 65104	Hourly rate will be charged after 3.5 hours of service
2912-34	Planning Commission (PC) Interpretation (Deposit)	0	\$2,067	\$2,131.94	\$2,132		√	Gov 65909.5	Initial non-refundable deposit includes up to 9.25 hours of service
2912-35	Request for Specific Information	0	\$224	\$230.48	\$230		√	Gov 65104	Initial non-refundable deposit includes up to 1 hour of service
2912-36	Rezoning Petition (Deposit)	5	\$5,141	\$5,301.04	\$5,301		√	Gov 65909.5	Initial non-refundable deposit includes up to 23 hours of service
2912-37	Specific Plan Review (Deposit)	0	\$5,420	\$5,589.14	\$5,589		√	Gov 65456	Initial non-refundable deposit includes up to 24.25 hours of service
2912-38	Sign Permit	6	\$693	\$714.49	\$714		√	Gov 65909.5	Hourly rate will be charged after 3.1 hours of service
2912-39	Subdivision - Lot Line Adjustment	4	\$2,235	\$2,304.80	\$2,305		√	Gov 66451.2	Initial non-refundable deposit includes up to 10 hours of service
2912-40	Subdivision - Minor Subdivision Tentative Map (Deposit)	5	\$4,515	\$4,655.70	\$4,656		√	Gov 66451.2	Initial deposit includes up to 20.2 hours of service (can be refunded per law)
2912-41	Subdivision - Revision to approved Tentative Parcel Map (Deposit)	0	\$1,285	\$1,325.26	\$1,325		√	Gov 66451.2	Initial deposit includes up to 5.75 hours of service (can be refunded per law)
2912-42	Subdivision - Parcel Map Waiver	0	\$782	\$806.68	\$807		√	Gov 66451.2	Hourly rate will be charged after 3.5 hours of service
2912-43	Minor Subdivision - Extension of Parcel Map Filing	0	\$782	\$806.68	\$807		√	Gov 66451.2	Hourly rate will be charged after 3.5 hours of service
2912-44	Major Subdivision - Tentative Map (Deposit)	2	\$6,482	\$6,683.92	\$6,684		√	Gov 66451.2	Initial deposit includes up to 29 hours of service (can be refunded per law)
	Contracted work on Major Subdivision (Composite Hourly Rate or 20% of Contract) (Deposit)		Varies	Varies	Varies			Gov 66451.2	Varies - based estimated time for specific project and hourly rate
2912-45	Major Subdivision - Review of Revised Tentative Map (Deposit)	0	\$2,570	\$2,650.52	\$2,651		√	Gov 66451.2	Initial deposit includes up to 10 hours of service (can be refunded per law)
2912-46	Revision to Approved Tentative Map (Deposit)	0	\$2,459	\$2,535.28	\$2,535		√	Gov 66451.2	Initial deposit includes up to 11 hours of service (can be refunded per law)
2912-47	Major Subdivision - Extension of Filing Date for Final Map	0	\$1,810	\$1,866.89	\$1,867		√	Gov 66451.2	Hourly rate will be charged after 8.1 hours of service

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25

RESOURCE MANAGEMENT - PLANNING SERVICES DIVISION
EXHIBIT III-B

Ref. #	Service	Estimated No of Units 2024/25	Current Fee per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/Exception
2912-48	Recordation of Certificate of Compliance	10	\$693	\$714.49	\$714		√	Gov 66451.2	Hourly rate will be charged after 3.1 hours of service
2912-49	Reversion to Acreage	0	\$1,788	\$1,843.84	\$1,844		√	Gov 66499.14	Initial non-refundable deposit includes up to 8 hours of service
2912-50	Minor Use Permit Application (Deposit)	6	\$2,325	\$2,396.99	\$2,397		√	Gov 65909.5	Initial non-refundable deposit includes up to 10.4 hours of service
2912-51	Minor Use Permit Renewal (Deposit)	0	\$693	\$714.49	\$714		√	Gov 65909.5	Initial non-refundable deposit includes up to 3.1 hours of service
2912-52	Minor Use Permit Application - Minor Revision (Deposit)	1	\$1,162	\$1,198.50	\$1,198		√	Gov 65909.5	Initial non-refundable deposit includes up to 5.2 hours of service
2912-62	Minor Use Permit-Amendment (Deposit)	3	\$1,922	\$1,982.13	\$1,982		√	Gov 65909.5	Initial non-refundable deposit includes up to 8.6 hours of service
2912-64	Minor Use Permit - Agriculture (Deposit)	2	\$1,743	\$1,797.74	\$1,798		√	Gov 65909.5	Initial non-refundable deposit includes up to 7.8 hours of service
2912-53	Use Permit Application - Planning Commission (PC) (Deposit)	6	\$5,811	\$5,992.48	\$5,992		√	Gov 65909.5	Initial non-refundable deposit includes up to 26 hours of service
2912-54	Use Permit Application - Renewal (Deposit)	3	\$726	\$749.06	\$749		√	Gov 65909.5	Initial non-refundable deposit includes up to 3.25 hours of service
2912-55	Use Permit - Minor Revision (Deposit)	2	\$3,487	\$3,595.49	\$3,595		√	Gov 65909.5	Initial non-refundable deposit includes up to 15.6 hours of service
2912-65	Use Permit - Agriculture (Deposit)	4	\$4,303	\$4,436.74	\$4,437		√	Gov 65909.5	Initial non-refundable deposit includes up to 19.25 hours of service
2912-73	Use Permit - Amendment P.C. (Deposit)	1	\$4,135	\$4,263.88	\$4,264		√	Gov 65909.5	Initial non-refundable deposit includes up to 17.25 hours of service
2912-56	Variance Permit Application	2	\$1,922	\$1,982.13	\$1,982		√	Gov 65909.5	Initial non-refundable deposit includes up to 8.6 hours of service
2912-58	Appeal to Planning Commission or Board of Supervisors	1	\$150	-	\$150			Gov 65104	Board set fee
	Public Nuisance Hearing Deposit	1	\$150	\$1,176.96	\$150			Gov 25845	Fee is an initial deposit that will be applied to actual costs. Cost estimate is the minimum amount for an appeal to the Hearing Officer. Actual costs may be higher.
2912-60	Zone Text Amendment (Deposit)	3	\$5,141	\$5,301.04	\$5,301		√	Gov 65909.5	Initial non-refundable deposit includes up to 23 hours of service

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - PLANNING SERVICES DIVISION
EXHIBIT III-B**

Ref. #	Service	Estimated No of Units 2024/25	Current Fee per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/Exception
2912-61	Administrative Permit	3	\$1,162	\$1,198.50	\$1,198		√	Gov 65909.5	Initial non-refundable deposit includes up to 5.2 hours of service
2912-66	Building Permit Plan Review (BPPR) - New Residential Bldg	45	\$447	\$460.96	\$461		√	Gov 65104	Hourly rate will be charged after 2 hours of service
2912-66.1	BPPR - New Commercial/Industrial (major)	10	\$581	\$599.25	\$599		√	Gov 65104	Hourly rate will be charged after 2.6 hours of service
2912-66.2	BPPR - New Commercial/Industrial (minor)	8	\$581	\$599.25	\$599		√	Gov 65104	Hourly rate will be charged after 2.6 hours of service
2912-66.3	BPPR Residential Addition/Remodel	35	\$246	\$253.53	\$254		√	Gov 65104	Hourly rate will be charged after 1.1 hours of service
2912-66.5	BPPR - Swimming Pool	10	\$134	\$138.29	\$138		√	Gov 65104	Hourly rate will be charged after 0.6 hours of service
2912-66.6	BPPR - Accessory Structure - Barn, Garage, Carport, or Similar	35	\$469	\$484.01	\$484		√	Gov 65104	Hourly rate will be charged after 2.1 hours of service
2912-66.7	BPPR - Conversion of Accessory Structure	10	\$469	\$484.01	\$484		√	Gov 65104	Hourly rate will be charged after 2.1 hours of service
2912-66.10	BPPR Structures Other than Building (includes ground mount photovoltaic systems)	35	\$246	\$253.53	\$254		√	Gov 65104; Gov 66015(a)(2) & (b)(2)	Hourly rate will be charged after 1.1 hour of service
2912-67	Composite Staff Hourly Rate	N/A	\$224	\$230.48	\$230		√	BOS	Hourly rate
2912-69	ALUC Staff Review	5	\$246	\$253.53	\$254		√	Gov 65104	ALUC set fee
2912-74	Address Assignment and Road Name	44	\$246	\$253.53	\$254		√	Gov 65104	Hourly rate will be charged after 1.1 hour of service
2912-76	Initiate EIR Process (NOP,RFQ, Consult. select) (Deposit)	2	\$8,605	\$8,873.48	\$8,873		√	PRC 21089(a)	Initial non-refundable deposit includes up to 38.5 hours of service
2913-01	Solid Waste Planning Fee	N/A	\$50,000	\$50,000.00	\$50,000			PRC 41901	Board set fee
2913-02	Solid Waste Mitigation Fee	N/A	\$0.21 per ton of waste landfilled	\$0.21 per ton of waste landfilled	\$0.21 per ton of waste landfilled			PRC 41901	Board set fee
2912-63	Administrative Permit - Agriculture (Deposit)	2	\$872	\$898.87	\$899		√	Gov 65909.5	Initial non-refundable deposit includes up to 3.9 hours of service
2912-74	Administrative Permit - Type II Home Occupation	5	\$134	\$138.29	\$138		√	Gov 65909.5	Hourly rate will be charged after 0.6 hours of service

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - PLANNING SERVICES DIVISION
EXHIBIT III-B**

Ref. #	Service	Estimated No of Units 2024/25	Current Fee per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/Exception
2912-77	Zoning Clearance	5	\$268	\$276.58	\$277		√	Gov 65909.5	Hourly rate will be charged after 1.2 hour of service
2912-78	Exception Request - Outdoor Cannabis Cultivation	0	\$514	\$530.10	\$530		√	Gov 65909.5	Initial non-refundable deposit includes up to 2.3 hours of service

For all fees: Staff time exceeding 100% of the per unit hours is subject to billing at the Composite Hourly Rate. Some fees marked as deposits are considered an initial, non-refundable deposit, and an additional fee deposit will be required prior to completion of work if it is determined that staff time covered by initial fee deposit will be exceeded.

The Application Filing Fee for an after-the fact entitlement is double the adopted fee not to exceed \$1,000.

RESOLUTION NO. 2024 - ____

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR RESOURCE MANAGEMENT
BUILDING AND SAFETY DIVISION

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Resource Management Building and Safety Division proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit III-C to Solano County Code section 11-110.4, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25

RESOURCE MANAGEMENT - BUILDING AND SAFETY DIVISION
EXHIBIT III-C

BUILDING SERVICES DIVISION - BUILDING FEES

Building Fees - Building permit fees are those prescribed in the 2001 California Building Code, Chapter 1, Section 107.2 & Table 1-A, except buildings shall be valued per the table published by the Building Standards Journal in May 2003 applied to the occupancies and types of construction in the "Square Foot Construction Costs" table published by the International Code Council in August 2022, or as most recently published, except for hourly service rates and supplemental fees (below).

	Plan Review - The plan review fee shall be as set forth in the 2001 California Building Code, Chapter 1, Section 107.3 and Table 1-A, except for hourly services rates. (See Supplemental Services Fees, below)
	Plumbing - Fees for any other plumbing work that is not listed shall be 10% of the building permit fee. (2019 California Plumbing Code, Chapter 1, Section 104.3.2)
	Electrical - Fees for any other electrical work that is not listed shall be 10% of the building permit fee. (2019 California Electrical, Article 89, Section 89.108.4.2 and Health & Safety Code, Chapter 4, Section 17951)
	Mechanical - Fees for any other mechanical work that is not listed shall be 10% of the building permit fee. (2019 California Mechanical Code, Chapter 1, Section 104.3.2)

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
	New Residential Building (VB/R3)	75	\$2,037	\$2,132.37	\$2,132		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 12 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	New Commercial or Industrial Building	7	\$2,037	\$2,132.37	\$2,132		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 12 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	New Commercial or Industrial Remodel	11	\$1,358	\$1,421.58	\$1,422		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 8 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Residential Addition (VB/R3)	21	\$1,358	\$1,421.58	\$1,422		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 8 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Residential Remodel (VB/R3)	49	\$849	\$888.49	\$888		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 5 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - BUILDING AND SAFETY DIVISION
EXHIBIT III-C**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
	Swimming Pool (VB/M1)	15	\$849	\$888.49	\$888		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 5 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Barns, Garage, Carport (VB/U), Mnfg. Home, Carport (VB/U), & Similar Accessory Bldg.	65	\$849	\$888.49	\$888		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 5 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Conversion of Accessory Structure	10	\$849	\$888.49	\$888		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 5 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Structures other than buildings (e.g. loading platforms, retaining walls, residential towers, sidings, patio covers, etc.)	35	\$359	\$375.84	\$376		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 2 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Photovoltaic Electrical System - roof mount	248	\$180	\$187.92	\$188		√	Cal. Health & Safety Code §17951 and CBC; Government Code § 66015(a)(2) & (b)(2)	This fee is based on 1 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Photovoltaic Electrical System - ground mount	35	\$509	\$533.09	\$533		√	Cal. Health & Safety Code §17951 and CBC; Government Code § 66015(a)(2) & (b)(2)	This fee is based on 3 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Change/repair of electrical service or Power Pole (other than photovoltaic)	85	\$340	\$355.39	\$355		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 2 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Mechanical	28	\$170	\$177.70	\$178		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 1 inspections. Each additional inspection will be charged at the hourly service rate with a one hour minimum.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - BUILDING AND SAFETY DIVISION
EXHIBIT III-C**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
	Plumbing change	21	\$170	\$177.70	\$178		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 1 inspection. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Net Per Trip & Reinspection Fee	1	\$183	\$191.68	\$192		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 1 inspection. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Demolition (Commercial, Residential, other)	2	\$170	\$177.70	\$178		√	Cal. Health & Safety Code §17951 and CBC	This fee is based on 1 inspection. Each additional inspection will be charged at the hourly service rate with a one hour minimum.
	Hourly Service Rate & Rate exceeding the estimated number of units.	1	\$180	\$187.92	\$188		√	Cal. Health & Safety Code §17951 and CBC	Inspections exceeding the number of units included in fees will be charged at an hourly rate with a minimum of one hour per inspection service.
	Preparation of Title 24 Documents (Minor) additions	1	\$180	\$187.92	\$188		√	Calif. Building Code (CBC)	
	Flood Zone Determination	238	\$74	\$77.05	\$77		√	CBC	
	Title 24 Plan Check Fee	1	\$183	\$191.68	\$192		√	CBC	
	Micro Graphics or Document Storage (per permit)	1,172	\$10	\$10.00	\$10			CBC	
	Sprinkler System Review (per square foot)	34	\$0.15	\$0.15	\$0.15			CBC	
	Records Research (per hour - 1/4 hour minimum)	1	\$183	\$191.68	\$192		√	CBC	
	Fire Plan Check (Minor) - additions	21	\$183	\$191.68	\$192		√	CBC	
	Fire Plan Check (Major) - New Structures Except Ag Barns	89	\$366	\$383.36	\$383		√	CBC	
	Permit Extension	32	N/A	\$93.96	\$94	√		CBC 105.5	Research time required for an expired permit to grant an extension.
BUILDING SERVICES DIVISION - ABANDONED VEHICLE ABATEMENT & CODE COMPLIANCE FEE									
	Hourly Rate for Abandoned Vehicle Abatement & Code Compliance	28	\$199	\$194.28	\$194		√	CBC § 107.1 & H&S § 17951 (b)	

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25

RESOURCE MANAGEMENT - BUILDING AND SAFETY DIVISION
EXHIBIT III-C

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
	Code Enforcement Reinspection - Initial reinspection no fee. Fee is for second and subsequent reinspections. Does not preclude court judgment for actual costs.	35	\$249	\$242.85	\$243		√	CBC § 107.1 & H&S § 17951 (b)	
	Business License New Code Enforcement Review - Tier 2	20	\$0	\$0.00	\$0			B&P § 16100 (a)	For businesses with Annual Gross Income greater than \$15,000. Review performed by non-direct service employee, whose costs are included as overhead in the direct service hourly rate.
	Business License New Code Enforcement Review - Tier 1	7	\$0	\$0.00	\$0			B&P § 16100 (a)	For businesses with Annual Gross Income \$15,000 or less. Review performed by non-direct service employee, whose costs are included as overhead in the direct service hourly rate.
	Business License Renewal Code Enforcement Review-Veteran Exemption	0	\$0	\$48.57	\$0			B&P § 16102	
	Business License Renewal Code Enforcement Review - Tier 2	280	\$50	\$48.57	\$49		√	B&P § 16100 (a)	For businesses with Annual Gross Income greater than \$15,000
	Business License Renewal Code Enforcement Review - Tier 1	15	\$13	\$48.57	\$12		√	B&P § 16100 (a)	For businesses with Annual Gross Income \$15,000 or less
	Public Nuisance Hearing Deposit	1	\$150	\$1,188.55	\$150			Gov 25845	Fee is an initial deposit that will be applied to actual costs. Cost estimate is the minimum amount for an appeal to the Hearing Officer. Actual costs may be higher.

All direct charges incurred by the County for towing services, vehicle impound facilities, property title search cost, and any other charges incurred directly related to the abatement of the vehicles in question, will be accounted for and their recovery(s).

All delinquent fees are subject to an additional penalty of double the fee amount.

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR RESOURCE MANAGEMENT
ADMINISTRATIVE SERVICES DIVISION**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Resource Management Administrative Services Division proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit III-D to Solano County Code section 11-110.4, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - ADMINISTRATIVE SERVICES
EXHIBIT III-D**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
UNICORPORATED COUNTY BUSINESS LICENSES									
2911-1	Business License Initial Application - Tier 2	9	\$138	\$142.58	\$143		√	Cal. Business & Professions Code §16100	For businesses with Annual Gross Income greater than \$15,000
2911-1a	Business License Initial Application - Tier 1*	1	\$35	\$142.58	\$36		√	Cal. Business & Professions Code §16100	For businesses with Annual Gross Income \$15,000 or less*
2911-2	Business License Renewal Application - Tier 2	301	\$115	\$118.82	\$119		√	Cal. Business & Professions Code §16100	For businesses with Annual Gross Income greater than \$15,000
2911-2a	Business License Renewal Application - Tier 1*	28	\$29	\$118.82	\$30		√	Cal. Business & Professions Code §16100	For businesses with Annual Gross Income \$15,000 or less*
2911-3	Business License Minor Revision - Existing License	0	\$37	\$38.23	\$38		√	Cal. Business & Professions Code §16100	
2911-4	Business License - Veteran Exemption	1	\$0	\$142.58	\$0			Cal. Business & Professions Code §16102	
2911-5	Public Nuisance Hearing Deposit	1	\$150	\$1,206.96	\$150			Gov 25845	Fee is an initial deposit that will be applied to actual costs. Cost estimate is the minimum amount for an appeal to the Hearing Officer. Actual costs may be higher.

*Tier 1: Business must meet Home Occupation criteria in Solano County Zoning Code or be a Microenterprise Home Kitchen Operation (MEHKO) as defined by State of California Health and Safety Code. Supporting documentation of gross annual income must be presented upon request.

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR RESOURCE MANAGEMENT - PUBLIC WORKS,
ENGINEERING AND SURVEYOR DIVISION**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Resource Management – Public Works, Engineering, and Surveyor Division proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit III-E to Solano County Code section 11-110.4, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25

RESOURCE MANAGEMENT - PUBLIC WORKS, ENGINEERING AND SURVEYOR
EXHIBIT III-E

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
SURVEYOR/ENGINEER DIVISION									
1904-02	Civil Engineer Hourly Rate	N/A	\$151	\$175.92	\$176		√	Gov. Code § 66451.2	Average weighted hourly rate. Actual rate will be charged per individual employee at the time of service.
1904-04	Map Check: Parcel	1	\$1,763	\$1,880.34	\$1,880		√	Gov. Code § 66451.2	* see below. First two sheets; additional sheets are \$750; supplemental map sheets are \$150 each
1904-05	Map Check: Record of Survey	41	\$1,002	\$961.01	\$961		√	Gov. Code § 27372	* see below. First two sheets; additional sheets are \$500
1904-06	Map Check: Subdivisions	1	\$1,243	\$1,326.07	\$1,326		√	Gov. Code § 66451.2	* see below. First sheet; additional sheets are \$750; supplemental map sheets are \$150 each
1904-12	Map Reproduction-Mylar and Vellum up to 18" X 26" sheets	0	\$61	\$64.92	\$65		√	Gov. Code § 66451.2	Fee is per sheet. \$6.45 per square foot for larger sheets
1904-15	Map Reproduction-Microfilm & Blackline 18" X 26" sheets	0	\$31	\$33.35	\$33		√	Gov. Code § 66451.2	Fee is per map. \$3.50 per square foot for larger sheets
1904-15a	Map Reproduction - Emailed electronic copy	0	\$24	\$25.46	\$25		√	Gov. Code § 66451.2	Fee is per map.
1904-19	Record of Survey, Parcel Map: Indexing - first sheet	0	\$5		\$5			Gov. Code § 27372	Amount fixed by code.
1904-19b	Record of Survey, Parcel Map: Indexing - additional sheets	0	\$2		\$2			Gov. Code § 27372	Amount fixed by code.
1904-20	Map Amendment, Correction & Survey Filing	0	\$5		\$5			Gov. Code § 27372	Amount fixed by code.
1904-21	Filing of Corner Record	46	\$16	\$318.22	\$16			B&P Code § 8773.2	Amount fixed by code.
1904-26	County Surveyor Hourly Rate	N/A	\$166	\$229.88	\$230		√	Gov. Code § 66451.2	Weighted hourly rate. Actual rate will be charged per individual employee at the time of service.
1904-36	Engineering Technician Hourly Rate	N/A	\$113	\$127.29	\$127		√	Gov. Code § 66451.2	Average weighted hourly rate. Actual rate will be charged per individual employee at the time of service.
ROADS DIVISION									
3010-01	Encroachment Permit	30 & 255	\$455 & \$745	\$455.11 & \$795.21	\$455 & \$795		√	Street & Hwy Code § 1460 Cal. Const. Art. XI, § 7	*Fee listed is for standard permits, including single-family residential driveways. The fee is \$795 for major permits involving trenching in the roadway, traffic control, commercial driveways or other complex items. The fee for annual permits is \$120 per 1/10 mile, plus \$0.23 per foot under 1/10 mile; adjoining owners, public utilities and public agencies are exempt.
3010-05	Subdivision Plan Check & Inspection	2	\$2,852	\$3,042.88	\$3,043		√	GC65104	*

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - PUBLIC WORKS, ENGINEERING AND SURVEYOR
EXHIBIT III-E**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
3010-08	Road Vacation Application Processing	1	\$3,342	\$3,566.30	\$3,566		√	Streets & Highways Code § 8321	*
3010-09	Transportation Permit-Trip	425	\$16	\$50.91	\$16			Cal Veh. Code § 35795	Amount capped at Caltrans current permit fee by Vehicle Code.
3010-10	Transportation Permit-Annual	92	\$65	\$95.46	\$65			Cal Veh. Code § 35795	Amount capped at Caltrans current permit fee by Vehicle Code.
3010-11	Assembly Permits	7	\$596	\$627.10	\$627		√	Cal. Const. Art. XI, § 7	Non-profit organizations are exempt
3010-12	Renaming of Private Road	0	\$568	\$578.65	\$579		√	Cal. Const. Art. XI, § 7	
3010-22	Installation of Private Road Signs	1	\$568	\$578.65	\$579		√	Cal. Const. Art. XI, § 7	
3010-22a	Private Road Sign Replacement - Special trip	0	\$515	\$535.33	\$535		√	Cal. Const. Art. XI, § 7	
3010-22b	Private Road Sign Replacement - Routine	0	\$354	\$362.03	\$362		√	Cal. Const. Art. XI, § 7	
3010-23a	Use Permit Review	15	\$461	\$492.57	\$493		√	Gov Code 65909.5	*
3010-23b	Use Permit Review - Agriculture	5	\$151	\$160.09	\$160		√	Gov Code 65909.5	*
3010-23c	Use Permit Review - Amendment	1	\$304	\$323.69	\$324		√	Gov Code 65909.5	*
3010-23d	Use Permit Review - Extension	1	\$304	\$323.69	\$324		√	Gov Code 65909.5	*
3010-23e	Use Permit Review - Minor Revision	1	\$304	\$323.69	\$324		√	Gov Code 65909.5	*
3010-24a	General Plan Amendment	0	\$384	\$409.89	\$410		√	Gov Code 65104 and 66014	*
3010-25a	Zoning Amendment	1	\$384	\$408.13	\$408		√	Gov Code 65909.5	*
3010-27a	Minor Subdivision: Tentative Map	9	\$1,162	\$1,238.56	\$1,239		√	Gov. Code § 66451.2	*
3010-27b	Minor Subdivision: Review Revised Map	1	\$470	\$498.75	\$499		√	Gov. Code § 66451.2	*
3010-27c	Minor Subdivision: Review Map Extension	1	\$470	\$498.75	\$499		√	Gov. Code § 66451.2	*
3010-27d	Minor Subdivision: Parcel Map Waiver	1	\$224	\$238.46	\$238		√	Gov. Code § 66451.2	*
3010-28a	Major Subdivisions: Tentative Map	2	\$2,306	\$2,454.26	\$2,454		√	Gov. Code § 66451.2	*
3010-28b	Major Subdivisions: Review Revised Map	2	\$1,564	\$1,661.42	\$1,661		√	Gov. Code § 66451.2	*
3010-28c	Major Subdivisions: Review Map Extension	2	\$1,564	\$1,661.42	\$1,661		√	Gov. Code § 66451.2	*
3010-29	Lot Line Adjustment	4	\$846	\$904.36	\$904		√	Gov. Code § 66451.2	*
3010-33	Building Permit Checklist Review	138	\$131	\$139.85	\$140		√	California Building Code section 109	
3010-34	Oil and Gas Well Drilling Security	0	\$714	\$763.66	\$764		√	Cal. Const. art. XI, § 7	

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - PUBLIC WORKS, ENGINEERING AND SURVEYOR
EXHIBIT III-E**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
3010-35	Certificate of Compliance	3	\$603	\$642.10	\$642		√	Gov. Code § 66451.2	*
3010-36	Grading Permit Application/Determin	48	\$166	\$165.88	\$166			California Building Code section 109	
3010-37	Grading Permit (Minor)	23	\$954	\$954.09	\$954			California Building Code section 109	*
3010-38	Grading Permit (Major)	17	\$2,415	\$2,584.94	\$2,585		√	California Building Code section 109	*
3010-39	Land Leveling Permit	0	\$881	\$0.00	\$0		√	California Building Code section 109	Delete
3010-40	Flood Zone Determination	0	\$63	\$67.21	\$67		√	California Building Code section 109	
3010-41	Environmental Review of Initial Study	1	\$264	\$281.47	\$281		√	PRC 21089(a)	*
3010-41a	Environmental Review Negative Declaration	1	\$151	\$160.09	\$160		√	PRC 21089(a)	*
3010-41b	Environmental Review Mitigation Monitoring	1	\$151	\$160.09	\$160		√	PRC 21089(a)	*
3010-41c	Environmental Impact Report	0	\$467	\$497.85	\$498		√	PRC 21089(a)	*
3010-42	Marsh Development Permit Zoning Administrator	0	\$226	\$241.01	\$241		√	PRC 29520(b)	
3010-42a	Marsh Development Permit with Use Permit	1	\$226	\$241.01	\$241		√	PRC 29520(b)	
3010-42b	Marsh Development Permit Zoning Administrator Revision	0	\$226	\$241.01	\$241		√	PRC 29520(b)	
3010-42c	Marsh Development Permit Planning Commission	1	\$226	\$241.01	\$241		√	PRC 29520(b)	
3010-42d	Marsh Development Permit Planning Commission Revision	0	\$226	\$241.01	\$241		√	PRC 29520(b)	
3010-43	Construction Plans and Specifications	0	\$40		\$40			California Building Code section 109	Fee is for construction specifications with 120 or fewer pages. Specifications with more than 120 pages cost \$50 per set. Oversize plan sheets cost \$4 per sheet.
3010-44	Permit Non-Compliance Investigation (hourly rate)	N/A	\$155	\$165.37	\$165		√	Cal. Const. art. XI, § 7	Fee charged per hour for investigation of permit non-compliance and issuance of a Notice of Violation.
3010-45	Administrative Permit - General	3	\$151	\$160.09	\$160		√	Gov 65909.5	
3010-45a	Administrative Permit - Agriculture	1	\$151	\$160.09	\$160		√	Gov 65909.5	
3010-46	Development Agreement	0	\$2,290	\$2,445.26	\$2,445		√	Gov 65104	*

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**RESOURCE MANAGEMENT - PUBLIC WORKS, ENGINEERING AND SURVEYOR
EXHIBIT III-E**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
3010-46a	Development Agreement - Revision	0	\$761	\$809.22	\$809		√	Gov 65104	*
3010-47	Performance Standards	0	\$303	\$323.69	\$324		√	Gov 65909.5	
3010-48	Policy Plan Overlay	0	\$308	\$328.41	\$328		√	Gov 65909.5	*
3010-48a	Policy Plan Overlay - Minor Revision	0	\$308	\$328.41	\$328		√	Gov 65909.5	*
3010-49	Sign Permit	2	\$151	\$160.09	\$160		√	Gov 65909.5	
3010-50	Specific Plan Review	1	\$608	\$645.87	\$646		√	Gov 65909.5	*
3010-51	Variance Permit Review	1	\$151	\$160.09	\$160		√	Gov 65909.5	
3010-51a	Variance Permit Review Minor Revision	0	\$151	\$160.09	\$160		√	Gov 65909.5	
3010-52	Pre-application Land Use Review	1	\$262	\$279.71	\$280		√	Gov 65909.5	
3010-53	Civil Engineer Hourly Rate	N/A	\$151	\$175.92	\$176		√	Gov 65909.5	For research, activity not specified in fee schedule or amount in excess of fee.
3010-54	County Surveyor Hourly Rate	N/A	\$166	\$229.88	\$230		√	Gov 65909.5	For research, activity not specified in fee schedule or amount in excess of fee.
3010-55	Engineering Technician Hourly Rate	N/A	\$113	\$127.29	\$127		√	Gov 65909.5	For research, activity not specified in fee schedule or amount in excess of fee.
3010-56	Public Nuisance Hearing Deposit	1	\$150	\$1,188.55	\$150			Gov 25845	Fee is an initial deposit that will be applied to actual costs. Cost estimate is the minimum amount for an appeal to the Hearing Officer. Actual costs may be higher.

* The amount listed is the minimum deposit. An additional deposit will be taken for applications requiring extensive review. The applicant will be charged for the actual cost of performing the work.

RESOLUTION NO. 2024 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE
PUBLIC GUARDIAN**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Public Guardian proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit IV to Solano County Code section 11-110.5, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

PUBLIC GUARDIAN'S OFFICE - EXHIBIT IV

Ref. #	Service	Hours Per Unit	Estimated No of Units 2024/2025	Current Fee Per Unit	Actual Cost Per Unit	Recmd Fee/Unit 2024/2025	New Fee	Revised Fee	Fee Authority	Description/ Exception
1041-01	Conservatorship Fee	7	7	\$734	\$ 847	\$847		√	Probate Code	Per Month/Exception: for SSI, SSA or SSA+SSI recipient client with no other source of income maximum fee to be collected is 10% of monthly benefit or \$54.00, whichever is lower.
1041-03	Extraordinary Fee	1	12	\$105	\$ 121	\$121		√	Probate Code	Hourly Rate
1041-04	Final Accounting Fee	8	10	\$839	\$ 968	\$968		√	Probate Code	Per Estate
1041-06	Property Management	4	4	\$420	\$ 484	\$484		√	Probate Code	Per Month
1041-07	Property Sales Fee	12	6	\$1,259	\$ 1,451	\$1,451		√	Probate Code	Per Real Estate Transaction
1041-09	Property Disposal Fee	3	7	\$315	\$ 363	\$363		√	Probate Code	Per Transaction

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR TREASURER-TAX COLLECTOR-COUNTY CLERK**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Treasurer – Tax Collector – County Clerk proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit V to Solano County Code section 11-110.6, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY 2023/24**

**TAX COLLECTOR / COUNTY CLERK
EXHIBIT V**

Ref. #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee per Unit	New Fee	Revised Fee	Fee Authority	Description/Exception
1300-01	Returned (Dishonored) Personal/Corporate/ Cashiers Check, Money Order, Draft, Credit Card, Debit Card, Electronic Funds Transfer	2	35.00	34.81	35.00			GC §6157 (b) GC §6159(g)	Countywide general purpose returned check fee
1300-02	Returned (Dishonored) Check Tax Collector Only	330	40.00	45.47	45.00		✓	CC §1719, GC §6157 (b), R&T §2509.2	Tax Collector Returned Check Fee: Amt added to tax
1300-11	Research (Per ¼ hour, ¼ hour minimum)	10	23.00	32.46	32.00		✓	GC §6253 & 54985	Records research
1311-20	Debit Card PIN Based Processing Fee*	300	3.95	3.95	3.95			GC 54985	Direct cost: The lesser of \$3.95 per transaction or actual costs imposed by merchant provider. County departments may include additional direct or indirect costs as incurred up to maximum rate per transaction
1300-21	Merchant Card Convenience Fee (Credit) Maximum Rate	0	2.50%	(0.00)	2.25%		✓	GC 54985	Direct cost: The lesser of 2.25% of total transaction amount or actual costs imposed by merchant provider. County departments may include additional direct or indirect costs as incurred up to maximum rate per transaction
1300-22	Merchant Card Convenience Fee (Debit) Maximum Rate	0	2.50%	(0.00)	2.25%		✓	GC 54985	
1300-23	Payments Received By Electronic Wire	200	9.00	9.51	9.00			GC §54985	Tax payments wired directly to county
1311-01	Delinquent Secured Taxes Collection Cost	10,000	20.00	28.97	20.00			RT §2621 & 2706; GC§54985(a)	State Mandated Charge Modified by GC§54985
1311-02	Redemption State Cost	2,000	1.50	1.50	1.50			RT §4112 (a) (b)	Statutory
1311-03	Redemption County Cost (Man Fee Amt, Excess rev offsets Pub Costs 1311-22)	50	150.00	153.56	150.00			RT §4112 (a) (b)	Statutory
1311-04	Redemption Personal Contact	50	150.00	45.05	150.00			RT §4112.4 & 3704.7 GC 54985	"Actual and reasonable cost"
1311-05	Redemption Power to Sell Cost - Cost Recovery	75	90.00	75.88	90.00			RT §4112(1), 4672.2	No longer mandated, set to cost
1311-11	Tax Collector's Certificate - Lot Line Adjustment	20	40.00	34.46	40.00			GC §66412(d)	Tax Collector's Certificate - Lot Line Adjustment
1311-12	Subdivision/Parcel Maps Handling	10	40.00	34.46	40.00			GC §54985	Subdivision/Parcel Maps Handling
1311-13	Segregation of Parcel Handling	0	40.00	34.46	40.00			GC §54985	Segregation of Parcel Handling
1311-14	Payment Plan Setup Charge (rename of 5 pay plan fee)	300	60.00	45.29	60.00			RT §4217(b) GC§54985	Payment Plan Setup Charge (rename of 5 pay plan fee)

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY 2023/24**

**TAX COLLECTOR / COUNTY CLERK
EXHIBIT V**

Ref. #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee per Unit	New Fee	Revised Fee	Fee Authority	Description/Exception
1311-15	Redemption Fee - Fee set by statute	2,000	15.00	21.64	15.00			RT §4673 & 4112 (a)(b) & 3702. R&T 4837.5	Redemption Fee - Fee set by statute
1311-16	Unsecured Delinquent Account Enforcement	20	163.00	1.91	163.00			RT §2922 (e)	At commencement of enforcement action
1311-21	Parties of Interest Search	50	200.00	214.29	215.00		✓	RT §4673 & 4112 (a)(b) & 3702	Cost recovery only
1311-22	Redemt Pub Costs (Tax Sale). Fee does not cover full cost. Excess rev from 1311-03 Man fee covers shortfall	50	90.00	44.29	90.00			RT §4673 & 4112 (a)(b) & 3702	Cost recovery only
1311-23	Internet Auction Cost	56	350.00	441.00	350.00			RT §4673 & 4112 (a)(b) & 3702	Cost recovery only 3698.5 (2) Tax Manual
1311-31	Mobile Home Duplicate Tax Clearance Certificate	55	20.00	12.82	20.00			GC §54985	Mobile Home Duplicate Tax Clearance Certificate
1311-32	Duplicate Tax Bill	134	2.00	2.16	2.00			GC §4985	Duplicate Tax Bill
1311-41	Sec Tax Roll: Whole or Part: Electronic File	42	20.00	10.82	20.00			GC 54985, counsel opinion see Counsel Tab	Electronic records requests
1311-42	Sec Tax Roll: Detailed Charges: Electronic	15	20.00	10.82	20.00			GC 54985, counsel opinion see Counsel Tab	Electronic records requests
1311-43	Sec & Supp Tax Roll Detailed Charges: Electronic File	16	20.00	10.82	20.00			GC 54985, counsel opinion see Counsel Tab	Electronic records requests
1311-44	Other redepemption charges	10	20.00	10.82	20.00			GC 54985, counsel opinion see Counsel Tab	Electronic records requests
1311-45	Special Assessments By Fund	10	140.00	136.49	140.00			GC §4985	Electronic records requests
1311-51	SCIPS Special Project Request (Programmer Analyst or System Analyst Per Hour)	0	150.00	150.00	150.00			GC §4985	Special project programing
1311-61	Special Assessment Request By Fund (Corrected Tax Bills) Per Bill	0	32.00	28.14	32.00			GC §54985	Requested correction to issued tax bill by agency

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY 2023/24**

**TAX COLLECTOR / COUNTY CLERK
EXHIBIT V**

Ref. #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee per Unit	New Fee	Revised Fee	Fee Authority	Description/Exception
1312-01	Certified Copy of Confidential License	68	20.00	20.04	20.00			HS §103625,10 3640,10043 0, 103628(c)	\$5.40 to domestic violence prevention
1312-11	Process Server Registration (includes 1 ID card) - Fee set by statute	10	110.00	119.19	110.00			BP §22352, 22455	Process Server Registration (includes 1 ID card) - Fee set by statute
1312-12	Professional Photocopier	0	175.00	119.19	175.00			BP §22453- 22455	Fee set by statute
1312-13	Unlawful Detainer Assistant	0	182.00	119.19	182.00			BP §6404- 6405	Fee set by statute
1312-14	Legal Document Assistant	4	182.00	105.95	182.00			BP §6402- 6416	Fee set by statute
1312-15	Humane Officer Appointment	0	5.00	7.95	5.00			CC §14502(e)	Fee set by statute
1312-21	Miscellaneous Proof of Publication Filings	0	2.25	2.65	2.25			GC 26850	Fee set by statute
1312-23	Professional Photocopier Registrant is also a registered process server	1	100.00	105.95	100.00			BP §22453- 22455	Fee set by statute
1312-31	Marriage License (Public)	1,200	95.00	95.42	95.00			GC §26840(.3., 11,.0,7), 54985,HS 100430/100 435, WI 18304	Multiple allocations per statute
1312-32	Marriage License (Confidential)	200	105.00	107.57	108.00		✓	GC §26840(.3., 11,.0,7), 54985,HS 100430/100 435, WI 18304	Multiple allocations per statute
1312-33	Declared Marriage License	10	95.00	95.42	95.00			GC §26840(.3., 11,.0,7), 54985,HS 100430/100 435, WI 18304	Multiple allocations per statute
1312-34	Affidavit of Duplicate Marriage License	25	35.00	39.73	40.00		✓	FC §360	Affidavit of Duplicate Marriage License
1312-35	Amended Marriage License	20	30.00	39.73	40.00		✓	HS §103700 \$11, GC54985 \$14	Portion to state, add on cost for form completion
1312-36	Marriage License: After Hours Issuance * Per Half Hour. OT Upcharge	0	75.00	76.81	75.00			GC §26840.2, 54985	Charged for after hours issuance
1312-41	Marriage Ceremonies Civil Marriage Ceremonies Performed On Site	300	60.00	66.22	65.00		✓	GC §26861	Marriage Ceremonies Civil Marriage Ceremonies Performed On Site
1312-42	Witness Fee For Ceremony	10	30.00	31.78	32.00		✓	GC §54985	Per witness
1312-43	Marriage Ceremony Online Non Refundable Deposit (In Development)	0	30.00	31.78	32.00		✓	GC §54985	Marriage Ceremony Online Non Refundable Deposit (In Development)

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY 2023/24**

**TAX COLLECTOR / COUNTY CLERK
EXHIBIT V**

Ref. #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee per Unit	New Fee	Revised Fee	Fee Authority	Description/Exception
1312-44	Deputy Commissioner of Civil Marriages (One Day, One Ceremony)	0	135.00	132.44	135.00			GC §26861, FC 401(b)	One time usage
1312-45	Marriage Ceremonies Weekend Rate	0	150.00	178.79	175.00		✓	GC §26861, FC 401(b)	Weekend ceremonies onsite rate
1312-51	FBNS: Fictitious Business Name Statement	2,050	55.00	60.92	60.00		✓	BP §17929(a),(b) GC 54985	FBNS: Fictitious Business Name Statement
1312-52	FBNS: Each Add Owner/Business Name on FBS	720	8.00	7.95	8.00			BP §17929(a),(b) GC 54985	FBNS: Each Add Owner/Business Name on FBS
1312-53	FBNS: Abandonment / Withdrawal	50	45.00	60.92	60.00		✓	BP §17929(a),(b) GC 54985	FBNS: Abandonment / Withdrawal
1312-54	FBNS: Weekly FNS Report	0	26.00	26.49	26.00			GC §54985	FBNS: Weekly FNS Report
1312-55	FBNS: Certified Copy	30	12.00	13.24	13.00		✓	GC §54985	FBNS: Certified Copy
1312-61	Notary Public Oath	400	45.00	47.68	48.00		✓	GC 8213	Notary Public Oath
1312-62	Verifying of Notary	135	18.00	21.19	21.00		✓	GC §26852.1,5 4985	Verifying of Notary
1312-63	Certification of Documents	75	12.00	21.19	21.00		✓	GC §26833	Certification of Documents
1312-64	Translation Certification	3	25.00	39.73	40.00		✓	GC §54985	Translation Certification
1312-71	Power of Attorney	0	35.00	34.43	35.00			GC §26855.1,5 4985	Power of Attorney
1312-72	Power of Attorney Additional Names	0	8.00	7.95	8.00			GC §26855.1,5 4985	Power of Attorney Additional Names
1312-73	POA Revocation (Each Name)	0	8.00	7.95	8.00			GC §26855.1,5 4985	POA Revocation (Each Name)
1312-81	Professional Photocopier Additional I.D. Card	4	15.00	15.89	15.00			BP §22457.223 52(c)	Professional Photocopier Additional I.D. Card

RESOLUTION NO. 2024 - ____

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE AUDITOR-CONTROLLER

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Auditor - Controller proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit VI to Solano County Code section 11-110.7, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**AUDITOR-CONTROLLER
EXHIBIT VI**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Unit of Service (x)	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
1	Audit Services	1,170	\$156.00		\$173.19	\$173.00		✓	GC 26909	Rates charged to external agencies.
2	Property Tax Services	1,480	\$176.00		\$187.43	\$187.00		✓	GC 25265	Rate is calculated for special project requests
3	Property Tax Services	8,857	\$2.10	(a)	\$2.70	\$2.70		✓	GC50077(b)	Rate is charged to local agencies for bond handling fee
4	PC4750 Reporting Services	320	\$168.00		\$171.08	\$171.00		✓	PC4750	Rate is calculated for compilation of the PC4750 claim.
5	Accounting/Financial Reporting Services	100	\$153.00		\$156.86	\$157.00		✓	GC 25265	Rate is calculated for special project requests by non-County agencies
6	General Accounting services - transaction processing fee	5,390	\$11.37	(a)	\$10.40	\$10.40		✓	GC 25265	Rate is calculated for services provided to non-county agencies
7	General Accounting services - check reissuance fee	25	up to \$20	(b)					CA Constitution Art. X Sec7	Recovery of costs
8	Payroll - special projects	725	\$153.00		\$174.79	\$175.00		✓	GC 25265	Rate is calculated for special project requests by non-County agencies

* Actual cost per unit is based on requested budget for FY2024/25

(a) Unit = transaction

(b) Sliding scale fee: for check amount \$100 and under the fee is \$10; check amount over \$100 the fee is \$20

(x) All units are hourly, unless noted.

The Auditor-Controller provides various services such as auditing, property tax information, accounting and payroll services to independent special districts, title companies, and other agencies. If the department fees are not increased for FY2024/25 the loss in revenues will not have a significant effect on the department.

RESOLUTION NO. 2024 - ____

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR REGISTRAR OF VOTERS

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Registrar of Voters proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit VII to Solano County Code section 11-110.8, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY 2023/24

REGISTRAR OF VOTERS
EXHIBIT VII

Ref. #	Service	Est. No of Units 2024/25	Current Fee Per Unit	Actual Cost Per Unit	Rec'md. Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/Exception
1550-01	Research - Staff Time (not for election district billing) customer requests only	2	\$50.25 per quarter hour plus copy costs	\$49.80 per quarter hour plus copy costs	\$49.80 per quarter hour plus copy costs		✓	GC 26831	
1550-02	Voter File - Countywide (pre-made)	20	\$15.00	\$15.53 plus Direct Material Cost	\$15.00			GC 26831	
1550-03	Certified Affidavit Copies	30	\$1.50	\$13.80	\$1.50			EC 2167, GC 54985	
1550-04a	Custom Reports/Files	20	actual costs (\$50.25 per 1/4 hour & supplies)	actual costs (\$49.80 per 1/4 hour & supplies)	actual costs (\$49.80 per 1/4 hour & supplies)		✓	GC 26831	
1550-06	Vote-By-Mail File Subscription	6	\$329.42	Fixed Rate based on length of VBM period, and # of subscribers per election: \$326.47	\$326.47		✓	GC 26831	
1550-08a	Campaign Statement Copies	100	\$0.10 per page	\$16.60	\$0.10 per page			GC 81008 sets max at .10	
1550-08b	Campaign Statement Copies 5 years or more older	0	\$5 retrieval fee plus \$0.10 per page	\$99.60 plus \$0.11 per page	\$5 retrieval fee plus \$0.10 per page			GC 81008	
1550-09a	Economic Interest Statement- Copy	100	\$0.10 per page	\$16.60	\$0.10 per page			GC 81008 sets max at .10	
1550-09b	Economic Interest Statement Copy 5 years or more older	0	\$5 retrieval fee plus \$0.10 per page	\$99.60 plus \$0.11 per page	\$5 retrieval fee plus \$0.10 per page			GC 81008	
1550-10	Late Fines - Campaign & Economic Interest	0	\$10 per day up to \$100 max.	Variable	\$10 per day up to \$100 max.			GC 91013 sets max at 10.00	
1550-12	Voter Index - Walking List Maps - All production maps excluding Fairfield/Suisun	10	\$0.50 per 1000 names	\$1.00 per 1000 names	\$0.50 per 1000 names			EC2184 sets max at \$0.50 per 1000 names	100 names/page \$10/page
1550-13a	Maps- Production map - Fairfield/Suisun	5	\$100.00	\$100.65	\$100.00			GC 27366 / 54985	2.75'x3.66', \$10 per sq. ft.
1550-13b	Maps - Custom All Sizes	1	\$250.00	\$250.00	\$250.00			GC 27366 / 54985	5'x5' \$10 per sq. ft.
1550-13d	Maps - Custom All Sizes	5	\$50.25 per 1/4 hour (min) + Direct Material Cost	\$51.90 per 1/4 hour (min) + Direct Material Cost	\$51.90 per 1/4 hour (min) + Direct Material Cost		✓	GC 27366 / 54985	
1550-16	Certification of Documents - each	2	\$4.00	\$13.28	\$1.75		✓	GC 26833	
1550-18	Voter Search Certified	0	\$5.00	\$49.80	\$5.00			GC54985	
1550-22	Indices Mailing	0	Actual Costs	Variable	Actual Costs			GC 26854	Direct Material Costs
1550-23	Special Request Mailings	0	Actual Costs	Variable	Actual Costs			GC 54985	Direct Material Costs (vendor billing to ROV)
1550-24	Staff Time Hourly Rate - Election Support	unknown	employee hourly benefited rate + 117.53% overhead	employee hourly benefited rate + 97.47% overhead	employee hourly benefited rate + 97.47% overhead		✓	EC 10520	
1550-32	Deposit per Registered Voter to Run Special Election	unknown	\$4.00	Variable	\$4.00			EC 10002	
1550-34	County Counsel Staff Time for City/School District/Special District Elections	unknown	Actual Costs	Variable	Actual Costs			Cal. Const. art. XI, § 7	
1550-40	Local, Special, Vacancy and Consolidated Districts	unknown	Direct Material Costs	Variable	Direct Material Costs			Election Code 10002	Direct Material Costs (vendor billing to ROV)
1550-41	Recount Costs	unknown	Direct Material Costs	Variable	Direct Material Costs			Election Code 10002	Direct Material Costs (vendor billing to ROV)
1550-42	Notice of Intent to Circulate Petition	unknown	\$200.00	Unknown	\$200.00			Election Code 9103(b)	

RESOLUTION NO. 2024 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE CLERK OF THE BOARD**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Clerk of the Board proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit VIII to Solano County Code section 11-110.9, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**CLERK OF THE BOARD OF SUPERVISORS
EXHIBIT VIII**

Ref. #	Service	Estimated No. of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Rec'md. Fee 2024/25	New Fee	Revised Fee	Fee Authority	Description/Exception
1000-01	Certified Copies (per page)	0	\$6.00		\$6.00			GC 54985 & GC 6253	BOS Authority
1000-02b	Meeting Tapes (DVD & Jacket)	0	\$26.00	\$26.33	\$26.00			GC6253.9	Fees include direct material and production costs.
1000-05	EIR Administration	120	\$50.00	N/A	\$50.00			F&G 711.4	Revision effective January 2007
1000-07	Certified Verbatim Transcript - Assessment Appeals Board	0	\$95.00	\$103.80	\$103.00		✓	RTC 1611	Hourly Rate
1000-08	Assessment Appeal Application Processing Fee (per parcel)	225	\$35.00	N/A	\$35.00			Cal. Const., Art. 13, Sec. 16	BOS Authority
1100-04	Agenda Packet Subscription (per month)	0	\$80.00	\$96.60	\$96.00		✓	GC 54985 & GC 54954.1	BOS Authority

RESOLUTION NO. 2024 - ____

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR COUNTY COUNSEL

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that County Counsel proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit IX to Solano County Code section 11-110.10, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**COUNTY COUNSEL
EXHIBIT IX**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
1400	Legal Services	Varies	\$230.00	\$241.24	\$240.00		✓	Cal. Const. art. XI, § 7	Hourly rate for legal services

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE COUNTY ADMINISTRATOR'S OFFICE**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the County Administrator's Office proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit X to Solano County Code section 11-110.11, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**COUNTY ADMINISTRATOR'S OFFICE
EXHIBIT X**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
1100-01	Standard photocopies - Legal size or smaller (First page)	5	\$0.50	\$0.58	\$0.58		√	GC 6253 GC 54985	BOS Authority
1100-01a	Standard photocopies - Legal size or smaller (Each additional page)	339	\$0.25	\$0.28	\$0.25			GC 6253 GC 54985	BOS Authority

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**HEALTH AND SOCIAL SERVICES
EXHIBIT XI**

Ref. #	Proc #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recomd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
MENTAL HEALTH PROGRAM SERVICES										
7700-101	341	MH Outpatient Services	1 min	\$6.93	TBD	TBD		√	Department of Healthcare Services (DHCS)	TBD - The Department of Health Care Services (DHCS) implemented CalAIM payment reform effective July 1, 2023. Payment reform changes reimbursement from an interim cost per minute to reimbursement based on CPT and HCPCS codes by provider type. Details on the impact to the county fees schedule are still pending.
7700-102	320	MH Medication	1 min	\$12.81	TBD	TBD		√		
7700-103	371	MH Crisis Intervention	1 min	\$10.31	TBD	TBD		√		
7700-104	303	MH Case Management	1 min	\$5.36	TBD	TBD		√		
PUBLIC HEALTH PROGRAMS										
7809-101		Medical Marijuana ID Card (Medi-Cal Client)	Card	\$50.00	N/A	\$50.00			CA Dept of Public Health	Fees based on fee schedule published by the State effective 01.01.2024 for CY 2024
7809-102		Medical Marijuana ID Card (non-Medi-Cal Client)	Card	\$100.00		\$100.00				
7809-103		Medi-Cal Marijuana ID Card (County Medical Services Program (CMSP))	Card	\$0.00		\$0.00				
7809-104		Death Certificate		\$26.00		\$26.00				
7809-105		Death Certificate Fetal Death		\$23.00		\$23.00				
7809-106		Standard birth certificate fee		\$34.00		\$34.00				
7809-107		Government birth certificate		\$24.00		\$24.00				
7809-108		Regular Permit		\$12.00		\$12.00				
7809-109		Transit letter for non-contagious diseases		\$25.00		\$25.00				
7809-110		Late payment fee for disposition of human remains permit		\$5.00		\$5.00				
7809-111		Emergency death certificate filing for religious or cultural needs		\$100.00		\$100.00				
7809-112		Expedited service for birth certificate		\$20.00		\$20.00				
7809-113		Shipping for online orders		\$7.00		\$7.00				
California Children Services (CCS)										
7853-101		Assessment Fee	per family	\$0 - \$20	N/A	\$0 - \$20			DHCS / CCS	Sliding scale based on State AGI and/or Federal Poverty Guidelines
7853-102		Enrollment Fee	per family	\$0 - \$1,440	N/A	\$0 - \$1,440				
FAMILY HEALTH SERVICES										
Family Health Services - Primary Care Clinic									Department of Healthcare Services (DHCS)	Usual & Customary Rates
7580-101	10060	INCISION AND DRAINAGE OF ABSCESS	Procedure	\$425.62	\$0.00	\$453.42		√		
7580-102	10120	INCISION AND REMOVAL OF FOREIGN BODY	Procedure	\$598.56	\$0.00	\$634.33		√		
7580-103	11042	DEBRIDEMENT, SUBCUTANEOUS-TISSUE, FIRST 20 SQ CM<	Procedure	\$358.24	NO USAGE	\$0.00		DELETE		
7580-104	11104	PUNCH-BX SKIN SINGLE LESION	Procedure	\$370.59	NO USAGE	\$0.00		DELETE		
7580-105	11200	REMOVAL OF SKIN TAGS <W/15	Procedure	\$257.17	\$0.00	\$272.51		√		
7580-106	11300	SHAVE SKIN LESION 0.5 CM<	Procedure	\$0.00	\$0.00	\$290.83	√			
7580-107	11302	SHAVE SKIN LESION 1.1-2.0 CM	Procedure	\$0.00	\$0.00	\$383.58	√			
7580-108	11306	SHAVE SKIN LESION 0.6-1.0 CM	Procedure	\$289.73	NO USAGE	\$0.00		DELETE		
7580-109	11310	SHAVE SKIN LESION 0.5 CM>	Procedure	\$0.00	\$0.00	\$326.33	√			
7580-110	11404	EXCISION, BENIGN LESION, TRUNK, ARMS OR LEGS, 0.6-1.0CM	Procedure	\$414.39	NO USAGE	\$0.00		DELETE		
7580-111	11402	EXC TR-EXT B9+MARG 1.1-2 CM	Procedure	\$0.00	\$0.00	\$498.08	√			
7580-112	11403	EXCISION, BENIGN LESION, TRUNK, ARMS OR LEGS, 2-13CM	Procedure	\$663.75	NO USAGE	\$0.00		DELETE		
7580-113	11424	EXCISION, BENIGN LESION, SCALP, NECK, HANDS, FEE, GENITALIA, 0.6-1.0CM	Procedure	\$437.07	NO USAGE	\$0.00		DELETE		
7580-114	11423	EXC H-F-NK-SP-B9+MARG 2-13	Procedure	\$590.70	NO USAGE	\$0.00		DELETE		
7580-115	11760	EXCISION OF NAIL AND NAIL MATRIX, PARTIAL OR COMPLETE, FOR PERMANENT REMOVAL	Procedure	\$562.62	NO USAGE	\$0.00		DELETE		
7580-116	11976	REMOVAL, IMPLANTABLE CONTRACEPTIVE CAPSULES	Procedure	\$413.26	\$0.00	\$380.14		√		

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**HEALTH AND SOCIAL SERVICES
EXHIBIT XI**

Ref. #	Proc #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
7580-117	11981	INSERTION, NON-BIODEGRADABLE DRUG DELIVERY IMPLANT	Procedure	\$463.80	\$0.00	\$476.32		✓	Department of Healthcare Services (DHCS)	Usual & Customary Rates
7580-118	11982	REMOVAL, NON-BIODEGRADABLE DRUG DELIVERY IMPLANT	Procedure	\$486.26	\$0.00	\$501.51		✓		
7580-119	11983	REMOVAL WITH REINSERTION, NON-BIODEGRADABLE DRUG DELIVERY IMPLANT	Procedure	\$736.69	\$0.00	\$755.70		✓		
7580-120	17110	DESTRUCTION OF BENIGN LESIONS, UP TO 14 LESIONS	Procedure	\$318.93	\$0.00	\$341.21		✓		
7580-124	20552	INJ-TRIGGER-POINT 1/2-MUSCL	Procedure	\$230.22	NO-USAGE	\$0.00		DELETE		
7580-122	20610	DRAIN/INJ JOINT/BURSA W/O US	Procedure	\$295.35	\$0.00	\$305.72		✓		
7580-123	64704	INSERT-BLADDER-CATHETER	Procedure	\$227.97	NO-USAGE	\$0.00		DELETE		
7580-124	66606	BIOPSY-OF-VULVA/PERINEUM; 1-LESION	Procedure	\$355.99	NO-USAGE	\$0.00		DELETE		
7580-125	57160	FITTING AND INSERTION OF PESSARY OR OTHER INTRAVAGINAL SUPPORT DEVICE	Procedure	\$266.15	\$0.00	\$272.51		✓		
7580-126	67462	COLPOSCOPY-OF-THE-CERVIX-INCLUDING-UPPER/ADJACENT-VAGINA	Procedure	\$463.69	NO-USAGE	\$0.00		DELETE		
7580-127	67454	COLPOSCOPY-OF-THE-CERVIX-INCLUDING-UPPER/ADJACENT-VAGINA;-WITH-BIOPSY(S)-OF-THE-CERVIX-AND-ENDOCERVICAL-CURETTAGE	Procedure	\$655.83	NO-USAGE	\$0.00		DELETE		
7580-128	67460	COLPOSCOPY-OF-THE-CERVIX-INCLUDING-UPPER/ADJACENT-VAGINA;-WITH-LOOP-ELECTRODE-BIOPSY(S)-OF-THE-CERVIX	Procedure	\$1,173.54	NO-USAGE	\$0.00		DELETE		
7580-129	57500	BIOPSY OF CERVIX, SINGLE OR MULTIPLE, OR LOCAL EXCISION OF LESION	Procedure	\$543.53	\$0.00	\$566.78		✓		
7580-130	57505	ENDOCERVICAL CURETTAGE	Procedure	\$469.41	\$0.00	\$491.21		✓		
7580-134	67522	CONIZATION-OF-CERVIX	Procedure	\$1,359.96	NO-USAGE	\$0.00		DELETE		
7580-132	58100	ENDOMETRIAL SAMPLING (BIOPSY) WITH OR WITHOUT ENDOCERVICAL SAMPLING (BIOPSY), WITHOUT CERVICAL DILATION	Procedure	\$449.20	\$0.00	\$462.58		✓		
7580-133	58300	INSERTION OF INTRAUTERINE DEVICE (IUD)	Procedure	\$372.84	\$0.00	\$391.59		✓		
7580-134	58301	REMOVAL OF INTRAUTERINE DEVICE (IUD)	Procedure	\$375.08	\$0.00	\$389.30		✓		
7580-135	69209	REMOVAL IMPACTED CERUMEN USING IRRIGATION/LAVAGE, UNILATERAL	Procedure	\$61.77	\$0.00	\$62.98		✓		
7580-136	69210	REMOVAL IMPACTED CERUMEN REQUIRING INSTRUMENTATION, UNILATERAL	Procedure	\$175.19	\$0.00	\$179.77		✓		
7580-137	90791	PSYCHIATRIC DIAGNOSTIC EVALUATION	Procedure	\$298.72	\$0.00	\$324.04		✓		
7580-138	90832	PSYCHOTHERAPY, 30 MINUTES WITH PATIENT	Procedure	\$152.73	\$0.00	\$168.32		✓		
7580-139	90834	PSYCHOTHERAPY, 45 MINUTES WITH PATIENT	Procedure	\$207.76	\$0.00	\$219.84		✓		
7580-140	90837	PSYCHOTHERAPY, 60 MINUTES WITH PATIENT	Procedure	\$236.95	\$0.00	\$254.19		✓		
7580-141	92551	SCREENING TEST, PURE TONE, AIR ONLY	Procedure	\$47.17	\$0.00	\$49.24		✓		
7580-142	92552	PURE TONE AUDIOMETRY (THRESHOLD); AIR ONLY	Procedure	\$77.49	\$0.00	\$79.01		✓		
7580-143	93005	ELECTROCARDIOGRAM TRACING	Procedure	\$69.63	\$0.00	\$72.14		✓		
7580-144	93010	ELECTROCARDIOGRAM INTERPRETATION AND REPORT	Procedure	\$80.86	\$0.00	\$80.15		✓		
7580-145	94640	AIRWAY INHALATION TREATMENT	Procedure	\$76.36	\$0.00	\$80.15		✓		
7580-146	96110	DEVELOPMENTAL SCREENING WITH SCORING AND DOCUMENTATION	Procedure	\$56.15	\$0.00	\$59.54		✓		
7580-147	97597	DEBRIDEMENT, OPEN WOUND, INCLUDING TOPICAL APPLICATION(S); WOUND ASSESSMENT, WOUND(S); SURFACE AREA 20 CM<	Procedure	\$208.88	NO-USAGE	\$0.00		DELETE		

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**HEALTH AND SOCIAL SERVICES
EXHIBIT XI**

Ref. #	Proc #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
7580-148	97598	RMVL DEVITAL TIS ADDL 20CM/	Procedure	\$108.93	NO USAGE	\$0.00		DELETE		
7580-149	98925	OSTEOPATHIC MANIPULATIVE TREATMENT (OMT); 1-2 BODY REGIONS INVOLVED	Procedure	\$104.44	\$0.00	\$112.21		✓		
7580-150	98926	OSTEOPATHIC MANIPULATIVE TREATMENT (OMT); 3-4 BODY REGIONS INVOLVED	Procedure	\$132.51	\$0.00	\$130.53		✓		
7580-151	98927	OSTEOPATHIC MANIPULATIVE TREATMENT (OMT); 5-6 BODY REGIONS INVOLVED	Procedure	\$170.70	\$0.00	\$178.62		✓		
7580-152	98928	OSTEOPATHIC MANIPULATIVE TREATMENT (OMT); 7-8 BODY REGIONS INVOLVED	Procedure	\$201.02	\$0.00	\$212.97		✓		
7580-153	98929	OSTEOPATHIC MANIPULATIVE TREATMENT (OMT); 9-10 BODY REGIONS INVOLVED	Procedure	\$222.35	\$0.00	\$229.00		✓		
7580-154	Q0091	Obtaining screen pap smear	Procedure	\$39.31	\$0.00	\$42.37		✓		
7580-155	99202	OFFICE/OUTPATIENT VISIT NEW	Procedure	\$221.23	\$0.00	\$224.42		✓		
7580-156	99203	OFFICE/OUTPATIENT VISIT NEW	Procedure	\$322.30	\$0.00	\$341.21		✓		
7580-157	99204	OFFICE/OUTPATIENT VISIT NEW	Procedure	\$493.00	\$0.00	\$522.12		✓		
7580-158	99205	OFFICE/OUTPATIENT VISIT NEW	Procedure	\$646.85	\$0.00	\$689.29		✓		
7580-159	99211	OFFICE/OUTPATIENT VISIT EST	Procedure	\$76.36	\$0.00	\$85.88		✓		
7580-160	99212	OFFICE/OUTPATIENT VISIT EST	Procedure	\$144.87	\$0.00	\$156.87		✓		
7580-161	99213	OFFICE/OUTPATIENT VISIT EST	Procedure	\$222.35	\$0.00	\$237.02		✓		
7580-162	99214	OFFICE/OUTPATIENT VISIT EST	Procedure	\$322.30	\$0.00	\$348.08		✓		
7580-163	99215	OFFICE/OUTPATIENT VISIT EST	Procedure	\$461.55	\$0.00	\$508.38		✓		
7580-164	99381	PREVENTIVE VISIT NEW, AGE YOUNGER THAN 1 YEAR	Procedure	\$297.60	\$0.00	\$310.30		✓		
7580-165	99382	PREVENTIVE VISIT NEW, AGE 1-4 YEARS	Procedure	\$304.33	\$0.00	\$324.04		✓		
7580-166	99383	PREVENTIVE VISIT NEW, AGE 5-11 YEARS	Procedure	\$311.07	\$0.00	\$328.62		✓		
7580-167	99384	PREVENTIVE VISIT NEW, AGE 12-17 YEARS	Procedure	\$344.76	\$0.00	\$365.26		✓		
7580-168	99385	PREVENTIVE VISIT NEW, AGE 18-39 YEARS	Procedure	\$389.68	\$0.00	\$413.35		✓		
7580-169	99386	PREVENTIVE VISIT NEW, AGE 40-64 YEARS	Procedure	\$0.00	\$0.00	\$455.71	✓			
7580-170	99387	PREVENTIVE VISIT NEW, AGE 65 YEARS AND OLDER	Procedure	\$0.00	\$0.00	\$462.58	✓			
7580-171	99391	PREVENTIVE VISIT EST, AGE YOUNGER THAN 1 YEAR	Procedure	\$266.15	\$0.00	\$282.82		✓		
7580-172	99392	PREVENTIVE VISIT EST, AGE 1-4 YEARS	Procedure	\$284.12	\$0.00	\$298.85		✓		
7580-173	99393	PREVENTIVE VISIT EST, AGE 5-11 YEARS	Procedure	\$279.63	\$0.00	\$296.56		✓		
7580-174	99394	PREVENTIVE VISIT EST, AGE 12-17 YEARS	Procedure	\$299.84	\$0.00	\$316.02		✓		
7580-175	99395	PREVENTIVE VISIT EST, AGE 18-39 YEARS	Procedure	\$336.90	\$0.00	\$353.81		✓		
7580-176	99396	PREVENTIVE VISIT EST, AGE 40-64 YEARS	Procedure	\$359.36	\$0.00	\$373.27		✓		
7580-177	99397	PREVENTIVE VISIT EST, AGE 65 YEARS AND OLDER	Procedure	\$0.00	\$0.00	\$387.01	✓			
7580-178	99406	BEHAV CHNG SMOKING 3-10 MIN	Procedure	\$43.80	\$0.00	\$44.66				
7580-179	G0466	FQHC PPS: VISIT, NEW PATIENT	Procedure	\$329.73	\$0.00	\$342.59		✓		
7580-180	G0467	FQHC PPS: VISIT, ESTABLISHED PATIENT	Procedure	\$331.91	\$0.00	\$344.85		✓		
7580-181	G0468	FQHC PPS: VISIT, IPPE OR AWW	Procedure	\$331.91	\$0.00	\$344.85		✓		
7580-182	G0469	FQHC PPS: VISIT, MENTAL HEALTH, NEW PATIENT	Procedure	\$517.52	\$0.00	\$537.70		✓		
7580-183	G0470	FQHC PPS: VISIT, MENTAL HEALTH, EST PATIENT	Procedure	\$517.52	\$0.00	\$537.70		✓		
7580-184	STD	STD Test	Procedure	\$40.00	\$0.00	\$43.00		✓		
7580-185	90471	IMMUNIZATION ADMINISTRATION, FIRST OR ONLY COMPONENT	Admin Fee	\$31.00	\$0.00	\$31.00				
7580-186	96372	THERAPEUTIC, PROPHYLACTIC, OR DIAGNOSTIC INJECTION, INTRAARTERIAL	Admin Fee	\$73.00	\$0.00	\$72.14				
7580-187	G0008	INFLUENZA VIRUS VACCINE ADMINISTRATION	Admin Fee	\$31.00	\$34.51	\$35.00				

Department of Healthcare Services (DHCS)

Usual & Customary Rates

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**HEALTH AND SOCIAL SERVICES
EXHIBIT XI**

Ref. #	Proc #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recomd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
7580-188	G0009	PNEUMOCOCCAL VACCINE ADMINISTRATION	Admin Fee	\$31.00	\$34.51	\$35.00			Department of Healthcare Services (DHCS)	Usual & Customary Rates
7580-189	G0010	HEPATITIS B VACCINE ADMINISTRATION	Admin Fee	\$31.00	\$34.51	\$35.00		✓		
7580-190	Various VFC Admin Fees	Various VFC Vaccines (DTAP, Flu, Hep A, Hep B, Hib, HPV, Influenza, MMR, MMRV, Meningococcal, Pentacel, Pneumonococcal, Poliovirus, Rotovirus, Varicella)	Admin Fee	\$9.00	\$0.00	\$9.00				
Supplies										
7580-191	Various Vaccines Drugs & Supplies	Various Vaccines, Drugs & Supplies	Item	Actual Cost	Varies	Actual Cost			Department of Healthcare Services (DHCS)	Actual Cost
Family Health Services - Laboratory										
7580-192	Various Labs	Various laboratory procedures (organ or disease-oriented panels, drug testing, therapeutic drug assays, urinalisys, chemistry, hematology & coagulation, immunology, microbiology, include routine venipuncture & capillary blood draw)	Lab	Contract Rate	Varies	Contract Rate			Department of Healthcare Services (DHCS)	Contract Rate
Family Health Services - Dental Clinic										
7580-193	D0120	PERIODIC ORAL EVALUATION - EST PATIENT	Procedure	\$86.00	\$90.41	\$88.00		✓	Department of Healthcare Services (DHCS)	Usual & Customary Rates
7580-194	D0145	ORAL EVAL PT UND 3 YR AGE CONSL W/PRIM CAREGIVER	Procedure	\$134.00	\$129.15	\$138.00		✓		
7580-195	D0150	COMP ORAL EVALUATION - NEW OR EST PATIENT	Procedure	\$152.00	\$129.15	\$156.00		✓		
7580-196	D0210	INTRAORAL-COMPLETE SERIES OF RADIOGRAPHIC IMAGES	X-ray	\$243.00	\$258.31	\$250.00		✓		
7580-197	D0220	INTRAORAL-PERAPICAL FIRST RADIOGRAPHIC IMAGE	X-ray	\$49.00	\$64.58	\$50.00		✓		
7580-198	D0230	INTRAORAL-PERAPICAL-EACH ADDITIONAL IMAGE	X-ray	\$44.00	\$32.29	\$45.00		✓		
7580-199	D0240	INTRAORAL-OCCLUSAL RADIOGRAPHIC IMAGE	X-ray	\$75.00	\$77.49	\$77.00		✓		
7580-200	D0270	BITEWING-SINGLE RADIOGRAPHIC IMAGE	X-ray	\$46.00	\$64.58	\$48.00		✓		
7580-201	D0272	BITEWINGS-TWO RADIOGRAPHIC IMAGES	X-ray	\$74.00	\$77.49	\$76.00		✓		
7580-202	D0274	BITEWINGS-FOUR RADIOGRAPHIC IMAGES	X-ray	\$103.00	\$129.15	\$107.00		✓		
7580-203	D0330	PANORAMIC RADIOGRAPHIC IMAGE	X-ray	\$173.00	\$206.64	\$175.00		✓		
7580-204	D0350	2D ORAL/FACIAL PHOTOGRAPHIC IMAGES	X-ray	\$93.00	\$129.15	\$93.00		✓		
7580-205	D1110	PROPHYLAXIS-ADULT	Procedure	\$151.00	\$193.73	\$156.00		✓		
7580-206	D1120	PROPHYLAXIS-CHILD	Procedure	\$105.00	\$129.15	\$108.00		✓		
7580-207	D1206	TOPICAL APPLICATION OF FLUORIDE VARNISH	Procedure	\$87.00	\$77.49	\$84.00		✓		
7580-208	D1351	SEALANT-PER TOOTH	Procedure	\$95.00	\$103.32	\$95.00		✓		
7580-209	D1352	PREV RSN REST MOD HIGH CARIES RISK PT-PERM TOOTH	Procedure	\$122.00	\$116.24	\$121.00		✓		
7580-210	D1555	REMOVAL OF FIXED SPACE MAINTAINER	Procedure	\$0.00	\$142.07	\$0.00		✓		
7580-211	D2140	AMALGAM-ONE SURFACE PRIMARY OR PERMANENT	Procedure	\$208.00	\$258.31	\$216.00		✓		
7580-212	D2150	AMALGAM-TWO SURFACES PRIMARY OR PERMANENT	Procedure	\$269.00	\$284.14	\$280.00		✓		
7580-213	D2160	AMALGAM-THREE SURFACES PRIMARY OR PERMANENT	Procedure	\$325.00	\$348.71	\$338.00		✓		
7580-214	D2161	AMALGAM-FOUR/MORE SURFACES PRIMARY/PERMANENT	Procedure	\$396.00	\$426.21	\$412.00		✓		
7580-215	D2330	RESIN-BASED COMPOSITE-ONE SURFACE ANTERIOR	Procedure	\$237.00	\$258.31	\$242.00		✓		
7580-216	D2331	RESIN-BASED COMPOSITE-TWO SURFACES ANTERIOR	Procedure	\$303.00	\$387.46	\$308.00		✓		
7580-217	D2332	RESIN-BASED COMPOSITE-THREE SURFACES ANTERIOR	Procedure	\$370.00	\$452.04	\$377.00		✓		
7580-218	D2335	RESIN-BASED COMPOSITE 4/> SURFACES INCISAL ANGLE	Procedure	\$438.00	\$516.61	\$446.00		✓		

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**HEALTH AND SOCIAL SERVICES
EXHIBIT XI**

Ref. #	Proc #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
7580-219	D2391	RESIN-BASED COMPOSITE-ONE SURFACE POSTERIOR	Procedure	\$278.00	\$258.31	\$283.00		√	Department of Healthcare Services (DHCS)	Usual & Customary Rates
7580-220	D2392	RESIN-BASED COMPOSITE-TWO SURFACES POSTERIOR	Procedure	\$364.00	\$516.61	\$370.00		√		
7580-221	D2393	RESIN-BASED COMPOSITE-THREE SURFACES POSTERIOR	Procedure	\$452.00	\$697.43	\$460.00		√		
7580-222	D2394	RESIN COMPOS-FOUR OR MORE SURFACES POSTERIOR	Procedure	\$553.00	\$736.17	\$564.00		√		
7580-223	D2740	Crown — Porcelain/Ceramic Substrate	Procedure	\$1,644.00	No Usage	\$0.00		DELETE		
7580-224	D2751	CROWN-PORCELAIN FUSED PREDOMINANTLY BASE METAL	Procedure	\$1,480.00	\$2,066.45	\$1,518.00		√		
7580-225	D2920	RE-CEMENT OR RE-BOND CROWN	Procedure	\$150.00	\$193.73	\$154.00		√		
7580-226	D2934	PREFABR STAINLESS STEEL CROWN-PERMANENT TOOTH	Procedure	\$462.00	No Usage	\$0.00		DELETE		
7580-227	D2940	PROTECTIVE RESTORATION	Procedure	\$156.00	\$0.00	\$160.00		√		
7580-228	D2951	PIN RETENTION-PER TOOTH ADDITION RESTORATION	Procedure	\$88.00	\$0.00	\$91.00		√		
7580-229	D2999	UNSPECIFIED RESTORATIVE PROCEDURE BY REPORT	Procedure	\$0.00	\$0.00	\$0.00		√		
7580-230	D3220	TX PULP REMV PULP CORONAL-DENTINOCEMENTL JUNG	Procedure	\$308.00	No Usage	\$0.00		DELETE		
7580-231	D3221	PULPAL DEBRIDEMENT PRIMARY AND PERMANENT TEETH	Procedure	\$338.00	\$516.61	\$353.00		√		
7580-232	D3310	ENDODONTIC THERAPY ANTERIOR TOOTH	Procedure	\$1,085.00	\$1,317.36	\$1,111.00		√		
7580-233	D3320	ENDODONTIC THERAPY PREMOLAR TOOTH	Procedure	\$1,330.00	\$1,485.26	\$1,362.00		√		
7580-234	D3330	ENDODONTIC THERAPY MOLAR	Procedure	\$1,649.00	\$1,808.14	\$1,689.00		√		
7580-235	D3999	UNSPECIFIED ENDODONTIC PROCEDURE BY REPORT	Procedure	\$0.00	\$387.46	\$0.00		√		
7580-236	D4341	PRDONTAL SCALING&ROOT PLANING 4/MORE TEETH-QUAD	Procedure	\$368.00	\$645.77	\$376.00		√		
7580-237	D4342	PRDONTAL SCALING&ROOT PLANING 1-3 TEETH-QUAD	Procedure	\$213.00	\$348.71	\$218.00		√		
7580-238	D4910	PERIODONTAL MAINTENANCE	Procedure	\$226.00	\$258.31	\$231.00		√		
7580-239	D5110	COMPLETE DENTURE-MAXILLARY	Procedure	\$2,328.00	\$3,228.83	\$2,374.00		√		
7580-240	D5120	COMPLETE DENTURE-MANDIBULAR	Procedure	\$2,328.00	\$3,228.83	\$2,374.00		√		
7580-241	D5211	MAXILLARY PARTIAL DENTURE-RESIN BASE	Procedure	\$1,965.00	\$2,195.60	\$2,003.00		√		
7580-242	D5212	MANDIBULAR PARTIAL DENTURE-RESIN BASE	Procedure	\$2,283.00	\$2,286.01	\$2,328.00		√		
7580-243	D5213	MAX PART DENTUR-CAST METL FRMEWRK W/RSN BASE	Procedure	\$2,572.00	\$3,874.59	\$2,623.00		√		
7580-244	D5214	MAND PART DENTUR-CAST METL- FRMEWRK W/RSN BASE	Procedure	\$2,572.00	\$3,874.59	\$2,623.00		√		
7580-245	D5410	ADJUST COMPLETE DENTURE-MAXILLARY	Procedure	\$127.00	\$154.98	\$130.00		√		
7580-246	D5411	ADJUST COMPLETE DENTURE-MANDIBULAR	Procedure	\$127.00	\$0.00	\$130.00		√		
7580-247	D5421	ADJUST PARTIAL DENTURE-MAXILLARY	Procedure	\$127.00	\$154.98	\$130.00		√		
7580-248	D5422	ADJUST PARTIAL DENTURE-MANDIBULAR	Procedure	\$127.00	\$154.98	\$130.00		√		
7580-249	D5520	REPLACE MISSING/BROKEN TEETH-COMplete DENTURE	Procedure	\$212.00	\$258.31	\$217.00		√		
7580-250	D5610	REPAIR RESIN DENTURE BASE	Procedure	\$0.00	\$0.00	\$0.00		√		
7580-251	D5630	REPAIR OR REPLACE BROKEN CLASP PER TOOTH	Procedure	\$361.00	\$0.00	\$368.00		√		
7580-252	D5640	REPLACE BROKEN TEETH-PER TOOTH	Procedure	\$234.00	\$387.46	\$238.00		√		
7580-253	D5650	ADD TOOTH TO EXISTING PARTIAL DENTURE	Procedure	\$319.00	\$387.46	\$325.00		√		
7580-254	D5660	ADD CLASP TO EXISTING PARTIAL DENTURE PER TOOTH	Procedure	\$382.00	\$645.77	\$390.00		√		
7580-255	D6730	RELINE COMPLETE MAXILLARY DENTURE (CHAIRSIDE)	Procedure	\$533.00	No Usage	\$0.00		DELETE		
7580-256	D6750	RELINE COMPLETE MAXILLARY DENTURE (LABORATORY)	Procedure	\$742.00	No Usage	\$0.00		DELETE		

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**HEALTH AND SOCIAL SERVICES
EXHIBIT XI**

Ref. #	Proc #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
7580-257	D5754	RELINE COMPLETE MANDIBULAR DENTURE (LABORATORY)	Procedure	\$712.00	\$0.00	\$715.00		DELETE	Department of Healthcare Services (DHCS)	Usual & Customary Rates
7580-258	D5761	RELINE MANDIBULAR PARTIAL DENTURE (LABORATORY)	Procedure	\$701.00	\$0.00	\$715.00		✓		
7580-259	D5760	RELINE MAXILLARY PARTIAL DENTURE (LABORATORY)	Procedure	\$701.00	\$0.00	\$715.00		✓		
7580-260	D5899	UNS REMOVABLE PROSTHODONTIC PROCEDURE REPORT	Procedure	\$0.00	\$0.00	\$0.00		✓		
7580-261	D6930	RECEMENT/REBOND FIXED PARTIAL DENTURE	Procedure	\$253.00	\$0.00	\$252.00		✓		
7580-262	D6999	UNSPECIFIED FIXED PROSTHODONTIC PROCEDURE REPORT	Procedure	\$0.00	\$0.00	\$0.00		✓		
7580-263	D7140	EXTRACTION ERUPTED TOOTH OR EXPOSED ROOT	Procedure	\$275.00	\$284.14	\$287.00		✓		
7580-264	D7210	EXTRACTION ERUPTED TOOTH REMV BONE ELEV FLAP	Procedure	\$399.00	\$516.61	\$415.00		✓		
7580-265	D7220	REMOVAL OF IMPACTED TOOTH-SOFT TISSUE	Procedure	\$500.00	\$594.10	\$520.00		✓		
7580-266	D7230	REMOVAL OF IMPACTED TOOTH-PARTIALLY BONY	Procedure	\$665.00	\$774.92	\$692.00				
7580-267	D7240	Removal Of Impacted Tooth – Completely Bony	Procedure	\$781.00	\$0.00	\$812.00		✓		
7580-268	D7250	SURGICAL REMOVAL OF RESIDUAL TOOTH ROOTS	Procedure	\$421.00	\$516.61	\$438.00		✓		
7580-269	D7310	ALVEOLOPLASTY W/EXTRACTION 4/> TEETH/SPACE QUAD	Procedure	\$564.00	\$0.00	\$571.00		✓		
7580-270	D7320	ALVEOLOPLASTY NOT W/EXTRACTIONS 4/> TEETH/SPACE	Procedure	\$916.00	\$684.51	\$927.00		✓		
7580-271	D7510	INCISION & DRAINAGE ABSCESS- INTRAORAL SOFT TISS	Procedure	\$606.00	\$348.71	\$613.00		✓		
7580-272	D7971	EXCISION OF PERICORONAL GINGIVA	Procedure	\$423.00	\$0.00	\$428.00				
7580-273	D7999	Unspecified Oral Surgery Procedure, By Report	Procedure	\$0.00	\$0.00	\$0.00		✓		
7580-274	D9110	PALLIATIVE EMERGENCY TX DENTAL PAIN MINOR PROC	Procedure	\$233.00	\$258.31	\$242.00		✓		
7580-275	D9210	LOCAL ANES-NOT CONJUNCTION W/OP/SURGICAL PROC	Procedure	\$263.00	\$0.00	\$273.00		✓		
7580-276	D9430	OFFICE VISIT OBSERVATION NO OTHER SRVC PERFORMED	Procedure	\$0.00	\$154.98	\$0.00		✓		
7580-277	D9910	APPLICATION OF DESENSITIZING MEDICAMENT	Procedure	\$87.00	\$116.24	\$92.00		✓		
7580-278	D9930	TX COMPLICATIONS-UNUSUAL CIRCUMSTANCES REPORT	Procedure	\$0.00	\$219.56	\$0.00		✓		
7580-279	D9951	OCCUSAL ADJUSTMENT-LIMITED	Procedure	\$212.00	\$297.05	\$224.00				
NAPA-SOLANO-YOLO REGIONAL PUBLIC HEALTH LABORATORY			Procedure					✓		
Bacteriology and Direct Tests										
7807-101	87045	Stool Culture (Salmonella, Shigella) per organism	Procedure	\$28.00	\$163	\$30.00		✓	CA Dept of Public Health	Usual & Customary Rates
7807-102	87046	Stool Culture (Not Salmonella, Shigella) per organism	Procedure	\$28.00	\$163	\$30.00		✓		
7807-103	87045/46	Stool culture, complete workup (Salmo-nella, Shigella, STEC, Campylobacter, and Vibrio)	Procedure	\$64.00	\$163	\$30.00		✓		
7807-104	87077	Title 17 isolate workup	Procedure	\$0.00	\$163	\$0.00		✓		
7807-105	87798	STEC PCR	Procedure	\$57.00	\$195	\$61.00		✓		
7807-106	87899	Shiga toxin detection by immunoassay	Procedure	\$48.00	\$276	\$51.00		✓		
7807-107	87076/77	Isolate ID/rule out, biochemical tests per organism	Procedure	\$25.00	\$163	\$27.00		✓		
7807-108	87081	CRE confirmation	Procedure	\$70.00	\$195	\$74.00		✓		
7807-109	87081	Throat culture for streptococci (set-up)	Procedure	\$28.00	\$163	\$30.00		✓		
7807-110	87070	Miscellaneous/ Wound Culture	Procedure	\$28.00	\$163	\$30.00		✓		
7807-111	87086	Urine culture with colony count (set up)	Procedure	\$24.00	\$163	\$26.00		✓		
7807-112	87186	Antibiotic sensitivity for bacteriology cultures	Procedure	\$46.00	\$163	\$49.00				
7807-113	87205	Gram stain	Procedure	\$13.00	\$139	\$14.00		✓		

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**HEALTH AND SOCIAL SERVICES
EXHIBIT XI**

Ref. #	Proc #	Service	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
Mycobacteriology									CA Dept of Public Health	Usual & Customary Rates
7807-114	87015 /206	Acid fast smear: non tissue	Procedure	\$37.00	\$181	\$40.00		√		
7807-115	87176 /206	Acid fast smear: Tissue	Procedure	\$37.00	\$181	\$40.00		√		
7807-116	87116	Acid fast culture	Procedure	\$31.00	\$269	\$33.00		√		
7807-117	87116	Acid fast blood cultures	Procedure	\$100.00	Referred test	\$106.00		√		
7807-118	87070	Nocardia (partially acid fast) culture	Procedure	\$28.00	\$927	\$30.00		√		
7807-119	87206	Nocardia (partially acid fast) smear	Procedure	\$37.00	\$927	\$40.00		√		
7807-120	87556	MTB/RIF Gene Xpert	Procedure	\$115.00	\$195	\$122.00		√		
7807-121	87118	Mycobacterium identification by MALDI-TOF, per organism	Procedure	\$97.00	\$181	\$103.00		√		
7807-122	86480	TB Test IFNγ response (QFT)	Procedure	\$46.00	\$146	\$49.00				
7807-123	87186 /87188 /87798	Antibiotic sensitivity (sent to a reference lab), TB sendout	Procedure	\$350-\$588	Referred test	\$370-622		√		
Mycology										
7807-124	87101	Fungal culture – skin, hair, or nails	Procedure	\$30.00	\$430	\$32.00		√		
7807-125	87102	Fungal culture – other	Procedure	\$30.00	\$430	\$32.00		√		
7807-126	87176	Tissue homogenization, mycology (added as appropriate)	Procedure	\$13.00	\$927	\$14.00		√		
7807-127	87106/7	Fungal identification, per organism	Procedure	\$30.00	\$430	\$32.00				
7807-128	87220 /10	KOH Preparation	Procedure	\$13.00	\$124	\$14.00		√		
Molecular Testing										
7807-129	87798	PCR (Enterovirus, Influenza, Measles, Mumps, Norovirus, Malaria, pertussis, SARS-CoV-2, Zika Singleplex)	Procedure	\$57.00	\$195	\$61.00		√		
Serology										
7807-130	86703	HIV screening – serum	Procedure	\$39.00	Referred test	\$42.00		√		
7807-131	86689	HIV antibody confirmation – serum	Procedure	\$55.00	Referred test	\$59.00		√		
7807-132	86592	RPR or VDRL syphilis screening	Procedure	\$13.00	\$192	\$14.00		√		
7807-133	86593	PRP or VDRL syphilis titer/prozone	Procedure	\$13.00	\$192	\$14.00		√		
7807-134	86780	TP-PA syphilis confirmation	Procedure	\$23.00	\$192	\$25.00		√		
7807-135	86709	Hepatitis A IgM antibody testing	Procedure	\$41.00	Referred test	\$44.00		√		
7807-136	87340	Hepatitis B surface antigen screening	Procedure	\$41.00	Referred test	\$44.00		√		
7807-137	86803	Hepatitis C antibody screening	Procedure	\$35.00	Referred test	\$37.00		√		
7807-138	86794	Zika IgM serology (ELISA ± Rapid Test)	Procedure	No Charge	Referred test	\$61.00		√		
Parasitology										
7807-139	87177	Stool: Ova (concentration method)	Procedure	\$26.00	\$927	\$28.00		√		
7807-140	87209	Stool: Parasites (trichrome method)	Procedure	\$37.00	\$927	\$40.00		√		
7807-141	87206	Stool: Cryptosporidium + Giardia	Procedure	\$46.00	\$927	\$49.00		√		
7807-142	87168	Ectoparasite identification (Scabies)	Procedure	\$25.00	\$927	\$27.00		√		
7807-143	87169	Parasite identification – worm	Procedure	\$13.00	\$927	\$14.00		√		
7807-144	87172	Pinworm test – up to 3 paddles	Procedure	\$28.00	\$927	\$30.00		√		
7807-145	87207	Blood parasite stain, Giemsa	Procedure	\$0.00	\$927	\$0.00		√		
Other										
7807-146	83665	Pediatric capillary blood lead level	Procedure	\$8.00	\$114	\$9.00		√		
7807-147	N/A	Rabies Immunofluorescence (brain extracted)	Procedure	\$54.00	\$199	\$57.00	√			
7807-148	N/A	Rabies Immunofluorescence (brain not extracted)	Procedure	\$68.00	\$199	\$72.00		√		
7807-149	87168	Tick/arthropod identification only	Procedure	\$39.00	\$116	\$42.00		√		
7807-150	87168	Tick identification & Borrelia test	Procedure	\$39.00	\$116	\$42.00		√		
7807-151	N/A	Autoclave service	Procedure	\$13.00	N/A	\$14.00				
7807-152	N/A	Duo-Spore test	Procedure	\$25.00	N/A	\$27.00		√		
Miscellaneous Services										
7807-153	N/A	Water 1:1 ColiIert Quantitray	Procedure	\$50.00	\$116	\$53.00		√		
7807-154	N/A	Water 1:10 ColiIert Quantitray	Procedure	\$50.00	\$116	\$53.00		√		
7807-155	N/A	Water 1:10 Enterolert Quantitray	Procedure	\$50.00	\$116	\$53.00		√		
7807-156	N/A	Water 18 Hour Presence	Procedure	\$35.00	\$116	\$37.00		√		
7807-157	N/A	Water 24 Hour Presence	Procedure	\$35.00	\$116	\$37.00		√		
7807-158	N/A	Water Quantitray Enumeration	Procedure	\$45.00	\$116	\$48.00		√		
7807-159	N/A	Water Enterolert	Procedure	\$50.00	\$116	\$53.00		√		
7807-160	N/A	Nitrate and Nitrite combined test	Procedure	\$62.00	\$116	\$62.00		√		
7807-161	N/A	Anion panel - (Chloride, Nitrate, Sulfate)	Procedure	\$65.00	\$116	\$65.00		√		

Health and Social Services may need to adjust its fees charged to clients during the year as reimbursement rates from Medi-Cal, Medicare or other third party payers change, actual cost per unit information becomes available, or as the volume of services rendered changes to allow us to recover more of our actual costs. Any new procedures added during the fiscal year will be based on existing or established methodologies for setting rates. If actual costs for services, procedures or supply items increase, H&SS may elect to pass the increased cost on to the client.

RESOLUTION NO. 2024 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE SHERIFF-CORONER**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Sheriff – Coroner proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit XIII to Solano County Code section 11-110.14, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF'S OFFICE
EXHIBIT XIII**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
1	Copy Fee	412	\$1.00 first page	\$0.04 first page	\$1.25 first page		√	GC 26727	Gov Code authorizes the Sheriff to charge \$1.25 per copy. Does not include retrieval, filing, or payment processing.
			\$0.20 subsequent pages	\$0.04 subsequent pages	\$.20 subsequent pages				
Carry Concealed Weapon									
2	Concealed weapon permit	652	\$172.00	\$685.25	\$225.00		√	PC 26190(b) and (d)	Fee is to recover resonable costs for processing new license applications and issuing and enforcing the license.
3	Concealed weapon permit - Renewal	554	\$36.00	\$231.20	\$75.00		√	PC 26190(c) and (d)	Fee is to recover resonable costs for processing renewal license applications and issuing and enforcing the license.
4	Concealed weapon permit - Amendment/Replacement	322	\$19.00	\$168.57	\$30.00		√	PC 26190(e)	Fee is to recover resonable costs for processing the amended license.
Records & Warrants									
5	Business License	36	\$110.00	\$119.08	\$119.00		√	County Code 14-19	Records and warrants check for business license applicants.
6	Livescan Rolling Fee (Fingerprinting)	41	\$55.00	\$59.26	\$59.00		√	PC 13300(e)	Code authorizes recovery of costs to take fingerprints and process documents.
7	Notary Fee	16	\$15.00	\$17.81	\$15.00			GC 8211	Fees for general notary services established at \$15 by Code.
8	Vehicle Repossession Report	10	\$15.00	\$32.49	\$15.00			GC 26751	Code sets fee of \$15 for receipt and filing report of repossession.
9	Clearance letter - No criminal history	9	\$17.00	\$17.23	\$17.00			Cal. Const. art. XI, § 7	Fee is for criminal background check when no criminal history exists.
10	Records Request via Subpoena (Civil cases only)	30	\$6 /staff every 15 minutes plus any applicable actual postage	\$18.28	\$6 /staff every 15 minutes plus any applicable actual postage			Evid Code 1563(b)(1)	Code caps cost of research associated with a subpoena at \$24/hour, charged in increments of 15 minutes.
11	Vehicle Release	105	\$323.00	\$340.44	\$340.00		√	Vehicle Code 22850.5	Fee consists of administrative costs relating to removal, impound, storage, and release of motor vehicles.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF'S OFFICE
EXHIBIT XIII**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
12	Second hand dealer (2 year fee)	0	\$84.00	\$91.16	\$91.00		√	BPC 21641	Fee is to recover costs to process application and transmit fee charged by DoJ.
13	Bingo License Fee	0	\$50.00	\$532.34	\$50.00			PC 326.5(l)(1)	According to Code, the fee, whether for the initial license or renewal, shall not exceed fifty dollars (\$50) annually.
14	Mug shots	0	\$13.00	\$13.60	\$13.00			PC 11105.6	Fee is to recover costs to provide authorized individuals copy of mug shot.
Property ID									
15	Audio/Visual Processing Fee	5	\$9.00	\$9.40	\$9.00			Cal. Const. art. XI, § 7	Fee to recover administrative costs associated with receiving and accomplishing requests for crime scene audio/visual data.
16	Firearm Administrative and Daily Storage Fee	2	\$141 plus \$1/day	147.11 plus \$1/day	\$147 plus \$1/day		√	PC 33880(a)	Fee reflects administrative costs related to seizing, impounding, storage, and release of a firearm.
Civil Processing									
17	Automobile Levy*	5	125 plus applicable service fees and third party costs	\$182.11	\$125 plus applicable service fees and third party costs			GC 26722	The fee is for serving, executing, or processing any writ or order where the levying officer is required to take immediate possession of the property levied upon. Fee amount is set by statute and is subject to change. Fee does not include other applicable service fees and third party costs. Increase in Fee as of 1/1/2024 per SB564.
18	Bench Warrant (Failure to Appear on Order of Exam)*	80	\$50.00	\$127.41	\$50.00			GC 26744	Fee amount is set by statute and is subject to change. The fee is for serving or executing a bench warrant arising from a failure to appear on order of exam.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF'S OFFICE
EXHIBIT XIII**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
19	Bench Warrant (Failure to Appear on Subpoena or Court Order)*	80	\$175.00	\$130.33	\$175.00			GC 26744.5	Fee amount is set by statute and is subject to change. The fee is for serving or executing a bench warrant arising from a failure to appear on subpoena or court order.
20	Cancellation of any service before or after an attempt*	0	\$50.00	\$118.70	\$50.00			GC 26736	Fee amount is set by statute and is subject to change. The fee is for cancellation of the service or execution of any process or notice prior to its completion.
21	Claim of Defendant*	10	\$50.00	\$125.99	\$50.00			GC 26721	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.
22	Claim of Plaintiff & Order*	150	\$50.00	\$125.99	\$50.00			GC 26721	Fee amount is set by statute and is subject to change. The fee is for serving or executing any process or notice required by law or the litigants to be served.
23	Execution Bank Levy*	4	\$50.00	\$185.31	\$50.00			GC 26721 GC 26723	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.
24	Execution Earnings Withholding Order (EWO) & EWO-Support*	160	\$45.00	\$124.19	\$45.00			GC 26750	The fee is for serving an earnings withholding order. Fee amount is set by statute and is subject to change.
25	Execution Third Party Levy*	1	\$50.00	\$185.31	\$50.00			GC 26721	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF'S OFFICE
EXHIBIT XIII**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
26	Keeper 8 Hour*	2	\$175 plus \$50/day continously maintaining levey after 1st day	\$156.88	\$175 plus \$50/day continously maintaining levey after 1st day			GC 26721 GC 26723 GC 26748	Fee amount is set by statute and is subject to change. Fee is for taking possession of property levied upon and keeping and caring for the property.
27	Miscellaneous Orders*	165	\$50.00	\$141.69	\$50.00			GC 26721	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.
28	Not Found on Writs, Orders, Notices*	2	\$50.00	\$123.97	\$50.00			GC 26738	Fee amount is set by statute and is subject to change. The fee is for certifying that a person or property cannot be found at the address specified.
29	Not Found Summons*	2	\$50.00	\$125.99	\$50.00			GC 26721.2(c)	The fee is for certifying that a person or property cannot be found at the address specified. Fee amount is set by statute and is subject to change.
30	Notice to Quit*	25	\$50.00	\$118.71	\$50.00			GC 26721	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.
31	Order of Examination*	75	\$50.00	\$125.99	\$50.00			GC 26721	Fee amount is set by statute and is subject to change. The fee is for serving or executing any process or notice required by law or the litigants to be served.
32	Order to Show Cause*	200	\$50.00	\$125.99	\$50.00			GC 26721	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF'S OFFICE
EXHIBIT XIII**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
33	OSC/Temporary Restraining Order*	300	\$50.00	\$125.99	\$50.00			GC 26721	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.
34	Eviction Possession, Writ for, posting eviction Real Property*	75	\$105.00	\$125.99	\$105.00			GC 26733.5	Fee amount is set by statute and is subject to change. The fee is for serving a writ of possession of real property on an occupant or occupants or for posting and serving a copy on the judgment debtor.
35	Prejudgment Claim of Right *	10	\$50.00	\$125.99	\$50.00			GC 26721.1 GC 26720.9	Fee amount is set by statute and is subject to change. In an action for unlawful detainer, the non-refundable fee is set by Code for service of a summons, complaint, and pre-judgment claim of right to possession.
36	Real/Personal Property Sale*	10	\$110 plus applicable service fees and third party costs	\$215.33/ \$100.25	\$110 plus applicable service fees and third party costs			GC 26730 GC26732 GC26748	This fee combines Real Property Levy and Sale, and Personal Property Sale. Fee amount is set by statute and is subject to change.
37	Removal of Occupant from Premises*	150	\$75.00	\$215.33	\$75.00			GC 26733.5	Fee amount is set by statute and is subject to change. The fee is for removing an occupants from the premises and putting a person in possession of the premises.
38	Reposting Writ for Real Property*	50	\$50.00	\$106.91	\$50.00			GC 26733.5 GC 26721 GC 26720.9	Fee is for reposting of a notice to vacate. Fee amount is set by statute and is subject to change.
39	Subpoena/Subpoena Duces Tecum*	403	\$50.00	\$125.99	\$50.00			GC 26721	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF'S OFFICE
EXHIBIT XIII**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
40	Summons & Complaint*	150	\$50.00	\$123.97	\$50.00			GC 26721.1 GC 26720.9	In an action for unlawful detainer, the non-refundable fee is for service of a summons, complaint, and pre-judgment claim of right to possession. Fee amount is set by statute and is subject to change.
41	Summons & Complaint/Unlawful Detainer*	78	\$50.00	\$123.97	\$50.00			GC 26721.1 GC 26720.9	Fee amount is set by statute and is subject to change. In an action for unlawful detainer, the non-refundable fee is for service of a summons, complaint, and pre-judgment claim of right to possession.
42	Summons & Petition*	300	\$50.00	\$123.97	\$50.00			GC 26721	The fee is for serving or executing any process or notice required by law or the litigants to be served. Fee amount is set by statute and is subject to change.
43	Till Tap*	1	\$125.00	\$141.55	\$125.00			GC 26722	Fee amount is set by statute and is subject to change. The fee is for serving, executing, or processing any writ or order where the levying officer is required to take immediate possession of the property levied upon.
44	Writ of Attachment*	1	\$50 plus applicable service fees and third party costs	\$125.99	\$50 plus applicable service fees and third party costs			GC 26721 GC 26723 GC 26748	Fee amount is set by statute and is subject to change. The fee is for serving or executing any process or notice required by law or the litigants to be served.
45	Writ of Possession (Claim and Delivery)*	1	\$125 plus applicable party costs	\$185.31	\$125 plus applicable third party costs			GC 26722 GC 26748	The fee is for serving, executing, or processing any writ or order where the levying officer is required to take immediate possession of the property levied upon. Fee amount is set by statute and is subject to change.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF'S OFFICE
EXHIBIT XIII**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
Criminal Justice Administration									
46	Daily Housing Bed Rate Fee	N/A	\$401.00	\$483.00	\$483.00		√	Cal. Const. art. XI, § 7	The fee reflects the cost to house one inmate for one day. Fee may fluctuate 10-30%
47	Booking Fee	N/A	\$179.04	\$190.81	\$191.00			GC 29552	Current law provides \$35 million to California counties to offset booking costs. Booking fees are prohibited until such time that state funding falls below the \$35 million threshold.
48	Jail Access	N/A	\$776.53	\$810.26	\$810.00		√	GC 29550(a)(2) GC 29552	California Code allows the County to charge other jurisdictions a jail access fee for bookings of low-level offenses in excess of an agency's three-year average of such bookings. This fee is computed by the Auditor-Controller.
Coroner									
49	Body Transport and Storage	390	\$297 plus daily storage \$7/day	\$310.24 plus daily storage \$7/day	\$310 plus daily storage \$7/day		√	GC 27472 GC 54985(a)	Fee is to recover costs to transport and process decedent. Although GC 27472 caps the fee for body removal and storage at \$100, County Counsel advised that GC 54985(a) authorizes the Board of Supervisors to increase the fee to recover actual costs.

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF'S OFFICE
EXHIBIT XIII**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
Inmate General									
50	Security Fee for Inmate Marriage	0	\$280.00	\$306.33	\$306.00		√	Cal. Const. art. XI, § 7	Fee reflects cost to review and process marriage request, and additional time of correctional officer to safely transfer the inmate to/from the ceremony. Fee does not include marriage license and any third party costs of the ceremony .
Inmate Medical									
51	Transportation of Inmate to Inmate's personal Doctor	0	\$121 plus \$123/Deputy per hour	\$132 plus \$130/ Deputy per hour	\$132 plus \$130/ Deputy per hour		√	PC 4023	Code allows inmates to decline County provided health care and to obtain treatment at his/her own expense. Fee reflects additional cost to County to safely transport inmate to the care provider. High Risk Inmate escort two Deputy.
* Fee is set by State statute and subject to change. Current Fees reflect statute changes per SB 564 as of January 01, 2024.									

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE PROBATION DEPARTMENT**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Probation Department proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit XIV) to Solano County Code section 11-110.15, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**Probation Department
Exhibit XIV**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
COLLECTION AND OTHER SERVICES									
	Copy Fee	0	\$ 0.75 First Page \$ 0.12 Each Add'l Page	N/A	\$ 0.75 First Page \$ 0.12 Each Add'l Page			County Ordinance + GC 6253(b)	Fee conforms to charge assessed by General Services; Countywide copy fee to include copy of public records associated with a public records request.
	Returned Check Fee	10	\$ 35.00	N/A	\$ 35.00			Civil Code 1719(a)(1)	Fee conforms to charge assessed by Treasurer/Tax Collector; When bank returns check, unable to deposit due to insufficient funds, payor may be charged a fee not to exceed twenty-five dollars (\$25) for the first check passed on insufficient funds and an amount not to exceed thirty-five dollars (\$35) for each subsequent check to that payee.
ADULT SERVICES									
	Domestic Violence Batter's Program Certification and Re-Certification Fee	5	\$ 350.00	\$ 1,263.45	\$ 350.00			PC 1203.097 (c)(5)(B)	Probation Dept has the sole authority to approve a batterer's program for Court referrals as probation terms and conditions, Batterer's programs may be charged a fee to cover costs of administering the approval process, \$350 maximum.
	LiveScan	50	\$ -	NA	\$ 78.47	✓		PC 11105(e)	As part of a background investigation conducted on behalf of vendors and/or community partners for their staff and volunteers, a fee sufficient to reimburse the County for obtaining summary criminal history information may be charged.

NOTES:

On Juvenile Fees: The Solano County Board of Supervisors on October 24, 2017 adopted Resolution 2017-229 to stop the assessment and collection of juvenile probation fees, juvenile public defender fees and the costs of maintenance and support of juvenile in the Solano County Juvenile Detention Facility; discharge and write-off all accounts receivable balances for these fees; refund any of these fees collected after May 1, 2017; and release and satisfy all liens and judgements associated with these fees against the parents/guardians (Judgement Debtors) of minors involved in the juvenile justice system.

On Adult Fees: The passage of Assembly Bill 1869 eliminates collections on adult fees, and any portion of a judgment imposing these fees will be unenforceable and uncollectible effective on or after July 1, 2021. These fees include Public Defenders Fees, Supervision Fees, Presentence Investigation Fees, Adult Home Detention and Electronic Monitoring Fees, County Booking Fees, and Interstate compact supervision fees. In addition, pursuant to Senate Bill No. 1290 (SB 1290) section c, the unpaid outstanding balance of any county-assessed or court-ordered costs imposed before January 1, 2018, pursuant to Sections 1203.016, 1203.1ab, and 1208.2 of the Penal Code against adults who at the time were not adults who were over 21 years of age and were under the jurisdiction of the criminal court is vacated and shall be unenforceable and uncollectable.

On Processing/Administrative Fees: The passage of Assembly Bill 177 eliminates collections on these fees, and any portion of a judgment imposing these fees will be unenforceable and uncollectible effective on or after January 1, 2022. These fees include Victim Restitution Service Fee, Installment payment plan and accounts receivable processing fees, and failure to appear/failure to comply assessment.

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE DEPARTMENT OF LIBRARY SERVICES**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Department of Library Services proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit XV to Solano County Code section 11-110.16, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2022/23**

**LIBRARY
EXHIBIT XV**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
PUBLIC LIBRARY FEES									
	Copying/printing charges (microfilm/fiche, photocopies and for copies printed from the on-line catalog) - black & white		\$0.10	N/A	\$0.10			GC 6253	Self-service copy machines supplied by vendor
	Copying/printing charges - color		\$0.50	N/A	\$0.50			GC 6253	Self-service copy machines supplied by vendor
	Library fines (Adult & Young Adult materials, including electronic books)		\$0.00	N/A	\$0.00			Cal. Const. art. XI, § 7	
	Library fines (Children's materials, including electronic books)		\$0.00	N/A	\$0.00			Cal. Const. art. XI, § 7	
	Lost/damaged library card		\$0.00	N/A	\$0.00			Cal. Const. art. XI, § 7	
	Lost/damaged library materials		Cost of Item	N/A	Cost of Item			Cal. Const. art. XI, § 7	
	Replacement Fees (these default prices are used only if the cost of the item is not available)								
	Magazine issue		\$ 5.00	N/A	\$ 5.00				
	3D Object		\$ 50.00	N/A	\$ 50.00				
	Audiobook		\$ 30.00	N/A	\$ 30.00				
	Blu-Ray		\$ 30.00	N/A	\$ 30.00				
	Board Games		\$ 30.00	N/A	\$ 30.00				
	Book		\$ 30.00	N/A	\$ 30.00				
	DVD		\$ 25.00	N/A	\$ 25.00				
	Interlibrary loan item		\$ 30.00	N/A	\$ 30.00				
	Musical Instrument		\$ 150.00	N/A	\$ 150.00				
	Kit		\$ 50.00	N/A	\$ 50.00				
	Laptop		\$ 250.00	N/A	\$ 250.00				
	Link+ Item		\$ 119.00	N/A	\$ 119.00				
	Music CD		\$ 15.00	N/A	\$ 15.00				
	Tablet		\$ 65.00	N/A	\$ 65.00				
	Video Game		\$ 35.00	N/A	\$ 35.00				
	WiFi Hotspot		\$ 75.00	N/A	\$ 75.00				
	Chromebook Kit		\$ 325.00	N/A	\$ 325.00				
	Material Recovery Service Fee		\$ 10.00	N/A	\$ 10.00				
LIBRARY MEETING ROOM FEES*									
	Fairfield Cordelia Library Non Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 50.00	N/A	\$ 50.00				
	Over 4 hours		\$ 100.00	N/A	\$ 100.00				

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY2022/23**

**LIBRARY
EXHIBIT XV**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
	Fairfield Cordelia Library for Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 100.00	N/A	\$ 100.00				
	Over 4 hours		\$ 200.00	N/A	\$ 200.00				
	John F. Kennedy Library (Vallejo) Non Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 50.00	N/A	\$ 50.00				
	Over 4 hours		\$ 100.00	N/A	\$ 100.00				
	John F. Kennedy Library (Vallejo) for Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 100.00	N/A	\$ 100.00				
	Over 4 hours		\$ 200.00	N/A	\$ 200.00				
	Solano County Library -- Fairfield Civic Center Non Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 50.00	N/A	\$ 50.00				
	Over 4 hours		\$ 100.00	N/A	\$ 100.00				
	Solano County Library -- Fairfield Civic Center for Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 100.00	N/A	\$ 100.00				
	Over 4 hours		\$ 200.00	N/A	\$ 200.00				
	Rio Vista Library Non Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 15.00	N/A	15.00				
	Over 4 hours		\$ 30.00	N/A	\$ 30.00				
	Rio Vista Library for Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 30.00	N/A	\$ 30.00				
	Over 4 hours		\$ 60.00	N/A	\$ 60.00				
	Vacaville Public Library -- Cultural Center Non Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 35.00	N/A	\$ 35.00				
	Over 4 hours		\$ 70.00	N/A	\$ 70.00				
	Vacaville Public Library -- Cultural Center for Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 70.00	N/A	\$ 70.00				
	Over 4 hours		\$ 140.00	N/A	\$ 140.00				
	Vacaville Town Square Library Non Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 50.00	N/A	\$ 50.00				
	Over 4 hours		\$ 100.00	N/A	\$ 100.00				
	Vacaville Town Square Library for Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 100.00	N/A	\$ 100.00				
	Over 4 hours		\$ 200.00	N/A	\$ 200.00				
	Suisun City Library Non Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 50.00	N/A	\$ 50.00				
	Over 4 hours		\$ 100.00	N/A	\$ 100.00				
	Suisun City Library for Profit Group Rate							Cal. Const. art. XI, § 7	
	4 hours or less		\$ 100.00	N/A	\$ 100.00				
	Over 4 hours		\$ 200.00	N/A	\$ 200.00				
	Refundable cleaning deposit in addition to the room fee		\$25.00	N/A	\$ —		√		Delete

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR SHERIFF – ANIMAL CARE AND CONTROL**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Sheriff – Animal Care and Control proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit XVII to Solano County Code section 11-110.18, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF - ANIMAL CONTROL
EXHIBIT XVII**

Ref. #	Category	No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
ANIMAL ADOPTION									
001	Animal Adoption - Dog	502	\$150	\$2,102.27	\$155		√	F&A 31108	Fee includes: Spay/neuter; Rabies, DA2PP and Bordatella vaccinations; deworming; and a microchip. Code allows shelter to assess an adoption fee. Fees are comparable to neighboring jurisdictions.
002	Animal Adoption - Cat	402	\$120	\$864.88	\$125		√	F&A 31752	Fee includes: Spay/neuter; Rabies and FVRCP vaccinations; deworming; and a microchip. Code allows shelter to assess an adoption fee. Fees are comparable to neighboring jurisdictions.
003	Senior Cat/Dog 6 yrs and Older	26	Half the applicable adoption fee	\$1,483.57	Half the applicable adoption fee		√	F&A 31108 & 31752	Fee is intended to encourage adoption of hard-to-adopt animals. Code allows shelter to assess an adoption fee.
004	Seniors for Seniors (animals 6 years and older and citizens age 65 and above)	20	Half of half the adoption fee	\$1,483.57	Half of half the adoption fee		√		Fee is intended to encourage adoption of animals over 6 years of age to citizens age 65 and older. Code allows shelter to assess an adoption fee.
005	Animal Adoption - Small animals	24	\$20	\$626.79	\$25		√	F&A 31753	Small animals include rabbit, guinea pig, hamster, bird, lizard, snake, turtle, tortoise, etc. Code allows shelter to assess an adoption fee.
006	Animal Adoption - Livestock	2	\$192	\$306.11	\$197		√	F&A 17005; CA Constitution Art. XI, §7; County Code 4-22	Livestock includes cow, bull, calf, horse, pony, burro, sheep, lamb, goat, etc.
007	Barn Cat/Community Cat Program	36	\$45	\$626.79	\$50		√	F&A 31752	Fee is intended to encourage the adoption of feral cats that would otherwise be euthanized. The adoption fee includes spay/neuter, microchip and rabies vaccination.
008	Animal Adoption - Special Events	0	Varies	\$626.79	Varies			CA Constitution Art. XI, §7; County Code 4-22	Special events are intended to encourage and promote adoptions. Special events are approved by the Board of Supervisors.
LICENSES, TAGS, and REGISTRATION									
Animal License (Unaltered)									
009	1 Year	319	\$40	\$24.75	\$40			F&A 30804; Gov't Code 38792; County Code 4-139, 4-142	Unincorporated County only. Each city establishes its own license structure. By CA Code, license fees cannot exceed the cost of services related to dogs. License fees are comparable to neighboring jurisdictions.
010	2 Year	7	\$76	\$24.75	\$76				
011	3 Year	35	\$113	\$24.75	\$113				

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF - ANIMAL CONTROL
EXHIBIT XVII**

Ref. #	Category	No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
Animal License (Altered)									
012	1 Year	310	\$20	\$24.75	\$20			F&A 30804.5, 31751.3, 31751.5; Gov't Code 38792; County Code 4-139, 4- 142	Unincorporated County only. Each city establishes its own license structure. By CA Code, the fee for licensing spayed/neutered animals must be at least half the amount charged for unaltered animals. License fees are comparable to neighboring jurisdictions.
013	2 year	16	\$36	\$24.75	\$36				
014	3 year	29	\$53	\$24.75	\$53				
Animal License (Altered) Senior Citizen (65 years +)									
015	1 Year	70	\$10	\$24.75	\$10			F&A 30804.5, 31751.3, 31751.5; Gov't Code 38792; County Code 4-139, 4- 142	Unincorporated County only. Each city establishes its own license structure. By County Code, senior citizens are not exempted from licensing requirements; however, licensing fees have historically been reduced for seniors to account for fixed incomes and to encourage pet ownership by older citizens. License fees are comparable to neighboring jurisdictions.
016	2 Year	20	\$16	\$24.75	\$16				
017	3 Year	63	\$23	\$24.75	\$23				
Animal License (Miscellaneous)									
018	Animal License Transfer	1	\$22	\$24.75	\$24		√	F&A 30804; Gov't Code; CA Constitution Art. XI, §7 38792;	Fee applies when ownership is transferred between County residents.
019	Animal License Duplicate	6	\$18	\$20.55	\$20		√		Fee is to obtain a replacement license.
020	Late Penalty	175	\$25	NA	\$25			F&A 30804; Gov't Code 38792; County Code 4-139, 4- 144; CA Constitution Art. XI, §7	By County Code, a penalty is assessed if owner is more than 30 days delinquent in obtaining or renewing a dog license for \$25 for incorporated cities. During this fiscal year, the Sheriff intends to offer an amnesty period wherein the late fee will be \$15 assessed for 31-60 days and \$25 more than 60 days for unincorporated area. The amnesty program is intended to encourage animal licensing.
Dangerous Dog									
021	Dangerous Dog permit - First Animal	1	\$50	\$71.87	\$50			F&A 31641 F&A 31683 County Code 4- 55(b)	Annual fee set by County Code at \$50 (first animal) and \$25 (second animal) for dogs officially deemed dangerous.
022	Dangerous Dog permit - each additional Animal	1	\$25	\$71.87	\$25				
023	Dangerous Dog Tag	1	\$34	\$35.89	\$35		√		County Code requires that all dogs deemed dangerous wear a special dangerous dog tag.
024	Dangerous Animal Hearing	0	Actual Cost (not to exceed \$1,000)	NA	Actual Cost (not to exceed \$1,000)			F&A 31641 F&A 31683 County Code 4- 55(b)	Fee is assessed to owners if hearing official deems dog as dangerous. Reimbursement of hearing cost is limited to \$1,000 by County Code.

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF - ANIMAL CONTROL
EXHIBIT XVII**

Ref. #	Category	No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
Facility Licenses									
025	Commercial Kennel/Cattery License	4	\$235 plus \$6 for each Additional Runs	279 plus \$6 for each additional Runs	\$279 plus \$6 for each Additional Runs		√	County Code 487 CA Constitution Art. XI, §7	By County Code, the fee includes up to 10 runs & five animal licenses. Additional \$6 per runs is charged in excess of 10 runs.
026	Hobby Kennel/Cattery License	0	\$166 plus \$6 for each Additional Runs	\$200.77 plus \$6.56 for each Additional Runs	\$200 plus \$6 for each Additional Runs		√		A hobby kennel/cattery exists for personal recreational use wherein dogs/cats are kept for the purpose of breeding, training, or exhibiting. By County Code, a hobby license includes three animal licenses..
BOARD, REDEMPTION, & IMPOUND									
027	Dog/Cat /Small Animal Board	805	\$20	\$61.20	20/day			F&A 31251 County Code 4-22	Computed per day. Applies to dogs, cats, and other small animals not considered livestock.
028	Livestock Board	0	Actual Cost	Varies	Actual Cost			F&A 17095; County Code 4-44	Livestock includes cow, bull, calf, horse, pony, burro, sheep, lamb, goat, etc
029	Animal Redemption	775	\$40	\$153.77	\$40			F&A 31251 County Code 4-22	Fee includes costs associated with impounding, processing, and releasing animal to owner.
Penalty Fine Unaltered Dogs & Cats (Failure to Spay or Neuter)									
030	1st Impound	125	\$35	\$131.03	\$35			F&A 30804.7 F&A 31751.7	Fine is established by CA Code and does not include any other fees that may apply (for example, boarding and redemption fees)
031	2nd Impound	25	\$50	\$131.03	\$50				
032	3rd Impound	25	\$100	\$131.03	\$100				
OTHER SERVICES									
Surrender									
033	Owner Surrender/Euthanasia - Dog/Cat/Small Animal	290	\$93	\$121.94	\$121		√	F&A 31251, County Code 4-22	Fee includes administrative costs, two-day board fees, and disposal (if required).
034	Owner Surrender - Litter (Any Species)	42	\$100	\$130.00	\$130		√	F&A 31251, County Code 4-22	Fee includes administrative and fostering costs for litters under 4 months of age.
Animal Pickup/Disposal									
035	Dog/Cat/Small Animal Pickup (Requested)	72	\$123	\$213.67	\$213		√	CA Constitution Art. XI, §7; County Code 4-22	Includes actual salary and benefit cost of Animal Control Officer, vehicle mileage fees, and disposal cost.
036	Pickup of Livestock	0	Actual or invoiced cost	\$384.34 plus Actual Third Party Cost	Actual or invoiced cost			CA Constitution Art. XI, §7; County Code 4-22	Includes actual salary and benefit cost of Animal Control Officer, vehicle mileage fees, and/or any third-party costs incurred. Owner will also be charged other applicable fees, such as surrender, quarantine, and boarding fees.
037	Dead Animal Disposal	552	\$24	\$47.67	\$47		√	CA Constitution Art. XI, §7; County Code 4-22	Fee includes processing and disposal costs.

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF - ANIMAL CONTROL
EXHIBIT XVII**

Ref. #	Category	No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
Rabies Control									
038	Rabies Quarantine - Home	209	\$48	\$104.75	\$104		√	H&S 121580 County Code 4-22, 4-150, and 4-153	Animal Control Officer has discretion to place the animal in home or shelter quarantine. Fee reflects administrative costs, including salary, benefits, and vehicle mileage to investigate, report, and clear quarantine.
039	Rabies Quarantine - Shelter	0	\$175 plus boarding fee	\$179.34	\$179 plus boarding fee		√		Animal Control Officer has discretion to place the animal in home or shelter quarantine. Fee reflects administrative costs, including salary, benefits, and vehicle mileage to investigate, report, monitor, and clear quarantine. The fee does not include the established daily boarding fee.
040	Health Verification	204	\$47	\$28.14	\$28		√	CA Constitution Art. XI, §7	Verification of an animal's health by an Animal Control Officer when bite reports are received more than 10 days after the bite event and rabies quarantine is not appropriate.
041	Dogs - Spay (Under 25 lbs)	75	\$136	\$169.66	\$169		√	CA Constitution Art. XI, §7; County Codes 4-22 and 4-180; F&A 30503(a)(1); F&A 31751.3 (a)(1)	The fees reflects the computed cost (including veterinary fees and medication) to accomplish the procedures. Both labor and material costs are dependent on animal size and sex.
042	Dogs - Spay (25-49 lbs)	20	\$150	\$172.90	\$172		√		
043	Dogs - Spay (50-75 lbs over)	65	\$197	\$174.47	\$174		√		
044	Dogs - Neuter (Under 40 lbs)	50	\$119	\$152.96	\$152		√		
045	Dogs - Neuter (40-75 lbs)	48	\$136	\$158.04	\$158		√		
046	Cats - Spay	102	\$87	\$130.41	\$130		√		
047	Cats - Neuter	124	\$59	\$108.86	\$108		√		
048	Feral Cat Shelter Release	72	\$31	\$53.54	\$35		√		Fee is intended to encourage capturing, altering, and releasing feral cats, thereby reducing the County's feral cat population without requiring euthanasia.
049	Spay-Neuter Procedures for Authorized Rescue Organizations	100	50% of Applicable Procedure	\$133.47	50% of Applicable Procedure			CA Constitution Art. XI, §7; County Codes 4-22 and 4-180; F&A 30503(a)(1); F&A 31751.3 (a)(1)	This fee is applicable only to rescues authorized to pull animals from the Solano County Animal Care Facility. The fee is only applicable to ten procedures per month, per rescue organization.
050	Male - Cryptorchid	6	\$69	\$152.98	\$152.00		√	CA Constitution Art. XI, §7; County Code 4-22	Fee applies to both dogs and cats, and reflects the average computed cost (including veterinary fees and medication) to accomplish the procedure.
051	Female in Heat/Pregnant Spay	5	\$69	\$152.98	\$152.00		√		

**SOLANO COUNTY
COST AND RECOMMENDED FEE SCHEDULE
FY2024/25**

**SHERIFF - ANIMAL CONTROL
EXHIBIT XVII**

Ref. #	Category	No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
052	Prescription Medication	0	\$9 Plus Actual Medication Cost	\$19.14 Actual Medication Cost	\$9 Plus Actual Medication Cost			CA Constitution Art. XI, §7; County Code 4- 22	Fee includes administrative cost to process and fill prescription
053	Missed Appointment	9	\$31	\$32.49	\$32		√	CA Constitution Art. XI, §7; County Code 4- 22	Fee includes administrative costs incurred to adjust schedule, contact owner, and reschedule appointment. The proposed fee recommended by the management is \$25 same with the actual surgery cost if they missed the appointment
Vaccinations									
054	DA2PP	125	\$21	\$31.00	\$31		√	CA Constitution Art. XI, §7; County Code 4- 22	Fee includes cost to purchase and administer the vaccination.
055	Bordatella	125	\$21	\$31.00	\$31		√		
056	FVRCP	50	\$20	\$30.00	\$30		√		
057	Rabies	775	\$18	\$29.00	\$29		√		
058	Leptospirosis	69	\$23	\$33.00	\$33		√		
059	FELV	98	\$29	\$39.00	\$39		√		
060	Canine influenza	99	\$24	\$50.00	\$77				
061	FELV/FIV Test	50	\$25	\$63.80	\$63		√	CA Constitution Art. XI, §7; County Code 4- 22	Fee is to test for feline leukemia.
Miscellaneous									
062	After-Hour Calls	0	1st three hours = \$292	\$224.85	1st three hours = \$225		√	CA Constitution Art. XI, §7; County Code 4- 22	Fee includes 3-hour callback pay for an Animal Control Officer, plus vehicle costs. If more than 3 hours are worked, customer will be charged the average hourly overtime rate for an Animal Control Officer. Fee increased as a result of increased labor costs
			Time in excess of three hours = \$52 per hour.	\$53.24	Time in excess of three hours = \$53 per hour.		√		
063	Microchip	1,200	\$24	\$32.46	\$25		√	County Code 4 183	County Code requires that all cats and dogs leaving the shelter be microchipped. The management recommended the proposed fee of \$25 and shoulder some of the cost to prevent increase of inventory of Animals in the Shelter seeking adoptions.

RESOLUTION NO. 2024 - ____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR THE GENERAL SERVICES DEPARTMENT –
NUT TREE AIRPORT**

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the General Services Department – Nut Tree Airport proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit XX to Solano County Code section 2.4, to be effective on July 1, 2024.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 23, 2024 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND FEE SCHEDULE
FY2024/25**

**GENERAL SERVICES - NUT TREE AIRPORT
EXHIBIT XX**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
AIRCRAFT PARKING									
001	Transient Aircraft Parking Standard		\$10.00	\$10.00	\$10.00			California Constitution article XI, section 7	Per Day
002	Transient Parking Medium Power-in (Drive Through)		\$15.00	\$14.00	\$15.00			California Constitution article XI, section 7	Per Day
003	Transient Parking Large Power- in (Drive Through)		\$20.00	\$19.00	\$20.00			California Constitution article XI, section 7	Per Day
004	Support Vehicle Airside Parking	1	\$135.00	\$135.00	\$135.00			California Constitution article XI, section 7	Price can be prorated
005	Tie Down - Standard	49	\$70.00	\$65.00	\$70.00			California Constitution article XI, section 7	Per Month
006	Tie Down -Small Power-In (Drive Through)	2	\$110.00	\$100.00	\$110.00			California Constitution article XI, section 7	Per Month
007	Tie Down - Medium Power-in (Drive Through)	2	\$125.00	\$115.00	\$125.00			California Constitution article XI, section 7	Per Month
008	Tie Down - Large Power-in (Drive Through, including gravel)	3	\$135.00	\$125.00	\$135.00			California Constitution article XI, section 7	Per Month
AIRCRAFT HANGARS									
009	County Hangars 1035 Sq Ft	21	\$385.00	\$385.22	\$396.00		✓	California Constitution article XI, section 7	Per Month
010	County Hangars 1050 Sq Ft	24	\$410.00	\$410.97	\$422.00		✓	California Constitution article XI, section 7	Per Month
011	County Hangars 1092 Sq Ft	30	\$400.00	\$400.67	\$412.00		✓	California Constitution article XI, section 7	Per Month
012	County Hangars 1365 Sq Ft	2	\$540.00	\$540.75	\$556.00		✓	California Constitution article XI, section 7	Per Month

**COUNTY OF SOLANO
COST AND FEE SCHEDULE
FY2024/25**

**GENERAL SERVICES - NUT TREE AIRPORT
EXHIBIT XX**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
013	County Hangars 1412 Sq Ft	6	\$412.00	\$412.00	\$425.00		✓	California Constitution article XI, section 7	Per Month
014	County Hangars 1676 Sq Ft	4	\$550.00	\$548.99	\$566.00		✓	California Constitution article XI, section 7	Per Month
015	County Hangars 2000 Sq Ft	6	\$735.00	\$734.39	\$757.00		✓	California Constitution article XI, section 7	Per Month
016	Private Hangars	35	Per Contracts	Per Contracts	Per Contracts			California Constitution article XI, section 7	Per Contracts
017	Corporate Hangars	6	Per Contracts	Per Contracts	Per Contracts			California Constitution article XI, section 7	Per Contracts
018	Storage Units (in Hangar Area)	3	\$1/sq ft	\$192.61	\$1.20/sq ft		✓	California Constitution article XI, section 7	Market rate \$1.59/Sq.Ft. to be increased over time
OTHER									
019	Gross Revenue Fees		Varies		Varies			California Constitution article XI, section 7	2% of Gross Revenue
020	Minimum Monthly Fees		\$500.00		\$500.00			California Constitution article XI, section 7	Per Month
021	Fuel Flow Fee		Per Contract		Per Contract			California Constitution article XI, section 7	Per Gallon Sold
022	Per Use Fees		Per Contracts		Per Contracts			California Constitution article XI, section 7	Per Contracts
023	Leased Space Fees		Per Contracts		Per Contracts			California Constitution article XI, section 7	Per Month
024	Gate Pass Maintenance and Security Fee		\$30.00		\$30.00			California Constitution article XI, section 7	Annually (July)
025	Replacement Gate Pass card		\$20.00		\$20.00			California Constitution article XI, section 7	As needed

**COUNTY OF SOLANO
COST AND FEE SCHEDULE
FY2024/25**

**GENERAL SERVICES - NUT TREE AIRPORT
EXHIBIT XX**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
026	Duplication of documents		County Standard Rate		County Standard Rate			California Constitution article XI, section 7	
027	Duplication of Document/media		County Standard Rate		County Standard Rate			California Constitution article XI, section 7	
028	Hourly Rate for Administration Staff service (Airport Manager)		\$340.00	\$398.00	\$398.00		✓	California Constitution article XI, section 7	
029	Hourly Rate for Operations Staff service		\$263.00	\$314.00	\$314.00		✓	California Constitution article XI, section 7	
030	Late Rent Fee		10% per month unless otherwise stated in contract		10% per month unless otherwise stated in contract			California Constitution article XI, section 7	
031	Overnight Parking Permit (autos) - monthly	each	\$30.00		\$250.00		✓	California Constitution article XI, section 7	Can be prorated on a daily/weekly basis.
050	After Hours Call-out Fee	1	\$165.00	\$398.00	\$100/hr. Minimum 2 hr. per call out		✓	Industry Standard for Maintenance Operation Call Outs	SLO Airport
051	NTA Conference Room, half day	1	\$30.00	\$30.00	\$30.00			Industry Standard for Fixed Base Operators flat fee	
052	NTA Conference Room, full day	1	\$50.00	\$50.00	\$50.00			Industry Standard for Fixed Base Operators flat fee	
053	NTA Conference Room, security deposit (refundable)	1	\$50.00	\$175.00	\$50.00			Industry Standard for Fixed Base Operators flat fee	
054	Hangar Wait List Deposit	1	\$150.00	\$150.00	\$150.00			Industry Standard for Fixed Base Operators flat fee	

**COUNTY OF SOLANO
COST AND FEE SCHEDULE
FY2024/25**

**GENERAL SERVICES - NUT TREE AIRPORT
EXHIBIT XX**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
055	Hangar Swap Fee	1	N/A		\$100.00	✓		Industry Standard for Fixed Base Operators flat fee	
056	Replacement Fuel Card Fee	1	N/A	\$4.00	\$5.00	✓		Industry Standard for Fixed Base Operators flat fee	
057	Overnight Parking Permit (autos) - Daily	1	N/A		\$10.00	✓		Industry Standard for Fixed Base Operators flat fee	
AIRPORT PLANNING AND DEVELOPMENT FEES									
032	Operating License (new)	1	\$750.00	\$875.37	\$875.00		✓	California Constitution article XI, section 7	
033	Operating License (renewal)	1	\$450.00	\$517.27	\$520.00		✓	California Constitution article XI, section 7	
034	Development Agreement (new)	1	\$17,000.00	\$19,894.85	\$19,900.00		✓	CA Government Code section 65104	
035	Development Agreement (revision)	1	\$2,700.00	\$3,183.18	\$3,180.00		✓	CA Government Code section 65104	
036	Master Plan Amendment	1	\$10,900.00	\$12,732.70	\$12,750.00		✓	CA Government Code section 65104	
037	Ground Lease	1	\$8,500.00	\$9,947.43	\$9,950.00		✓	CA Government Code section 65104	
038	Special Use Permit	1	\$5,780.00	\$6,764.25	\$6,750.00		✓	CA Government Code section 65104	
039	Special Use Permit (revision)	1	\$1,700.00	\$1,989.49	\$1,990.00		✓	CA Government Code section 65104	

**COUNTY OF SOLANO
COST AND FEE SCHEDULE
FY2024/25**

**GENERAL SERVICES - NUT TREE AIRPORT
EXHIBIT XX**

Ref. #	Category	Estimated No of Units 2024/25	Current Fee Per Unit	Actual Cost per Unit	Recmd Fee/Unit 2024/25	New Fee	Revised Fee	Fee Authority	Description/ Exception
040	CEQA Initial Study	1	\$2,375.00	Call for quote	Call for quote		✓	PRC 21089(a)	Pass through costs per Airport Consultant Fees
041	Mitigation Monitoring Plan	1	\$3,400.00	Call for quote	Call for quote		✓	PRC 21089(a)	Pass through costs per Airport Consultant Fees
042	Environmental Impact Report-Initiate (NOP, RFP, select consultant)	1	\$6,795.00	Call for quote	Call for quote		✓	PRC 21089(a)	Pass through costs per Airport Consultant Fees
043	National Environmental Policy Act (NEPA) - Categorical Exclusion	1	\$4,755.00	Call for quote	Call for quote		✓	California Constitution article XI, section 7	The FAA requires that certain projects be reviewed pursuant to NEPA. Pass through costs per Airport Consultant Fees
044	NEPA Environmental Assessment - Initiate (RFP, select consultant)	1	\$6,790.00	Call for quote	Call for quote		✓	California Constitution article XI, section 7	The FAA requires that certain projects be reviewed pursuant to NEPA. Pass through costs per Airport Consultant Fees
045	Negative Declaration filing fee	1	\$2,764.00	\$2,916.75	\$2,916.75		✓	PRC 21089(a)	State mandated filing fee paid to California Dept. of Fish and Wildlife.
046	Environmental Impact Report filing fee	1	\$3,839.25	\$4,051.25	\$4,051.25		✓	PRC 21089(a)	State mandated filing fee paid to California Dept. of Fish and Wildlife
047	Supervision private development projects - minor	1	\$1,400.00	Call for quote	Call for quote		✓	California Constitution article XI, section 7	
048	Supervision private development projects - major	1	\$2,500.00	Call for quote	Call for quote		✓	California Constitution article XI, section 7	
049	Construction Management		Per Contracts		Per Contracts			California Constitution article XI, section 7	
	Fee Authority Summary	California Constituion article XI, section 7, Government Code and Public Resources Code. Solano County Ordinance No. 1411, Chapter 2.4 of the Solano County Code concerning Airports allows County to establish fees, rates and charges.							

**NOTICE OF PUBLIC HEARING ON ADOPTING NEW OR REVISED USER FEES
(GOV. CODE SECTION 66018)**

On April 23, 2024, in the Solano County Board of Supervisors' Chambers, located at 675 Texas Street, Fairfield, California, the Solano County Board of Supervisors will hold a public hearing at 9:00 a.m., or as soon thereafter as the matter may be heard, to adopt by resolution FY2024/25 user fees or revised existing user fees.

Fees are based on the average time it takes to perform a specific service multiplied by the composite hourly rate to recover direct operational and indirect administrative overhead costs for providing the service. The following departments are proposing changes to their fee schedule through increases and/or decreases to some of all fees, or the addition of new fees, as stated below:

1. Development Project Fees

- a) Environmental Health
- b) Planning Services
- c) Building and Safety
- d) Administrative Services (Business Licenses)
- e) Public Works/Engineering/Surveyor

2. General Government Fees

- a) Agriculture
- b) Assessor Recorder
- c) Public Guardian
- d) Treasurer/Tax Collector/County Clerk
- e) Auditor/Controller
- f) Registrar of Voters
- g) Clerk of the Board
- h) County Counsel
- i) County Administrator
- j) Health and Social Services
- k) Sheriff's Office
- l) Probation
- m) Library
- n) Animal Care and Control Services
- o) General Services – Nut Tree Airport

The full fee schedule proposed for each department is available on the County's website at <https://www.solanocounty.com/default.asp>. The fee schedules, as well as supporting documentation for the fees, are also available for public review in the Clerk of the Board's Office, 675 Texas Street, Suite 6500, Fairfield, CA from 8:00 A.M. to 5:00 P.M. or by contacting the Clerk of the Board at clerk@solanocounty.com, or at (707) 784-6100. Staff reports are available by 5:00 p.m. the Friday prior to the meeting at www.solanocounty.com under Quick Clicks, select Board Meetings & Agendas.

If the Board of Supervisors adopts these fees, all will become effective on July 1, 2024.

Members of the public are invited to provide written comments to the Clerk of the Board by U.S. Mail or by e-mail. Written comments must be received no later than 5:00 P.M. on the Monday prior to the Board meeting. The e-mail address for the Clerk is: clerk@solanocounty.com. The mailing address is: Clerk of the Board of Supervisors, 675 Texas Street, Suite 6500, Fairfield, CA 94533. Copies of comments received will be provided to the Board and will become a part of the official record but will not be read aloud at the meeting. To submit comments verbally from your phone during the meeting, you may do so by dialing: 1-415-655-0001 and using Access Code 2632 043 6228# on your phone. No attendee ID number is required.

Dated: April 10, 2024

Bill Emlen, Clerk
Solano County Board of Supervisors



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #: 22
Status: Regular Calendar
Type: Legislation
Department: County Administrator
File #: 24-284
Contact: Matthew A. Davis, 784-6111
Agenda date: 04/23/2024
Final Action:
Title: Receive an update on the April 15, 2024 Legislative Committee meeting, including a verbal update from Paragon Government Relations, the County's Federal Legislative Advocates and Karen Lange, the County's State Legislative Advocate on legislative matters of interest to the County including AB 2265, AB 2561, and AB 3259 and consider taking a position; and Receive an update from staff on SB 1057, SB 1124, SB 1159, AB 2079 and AB 2882 and consider taking a position
Governing body: Board of Supervisors
District: All
Attachments:

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes _____	No <u> X </u>		
Public Hearing Required?	Yes _____	No <u> X </u>		

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors receive an update on the April 15, 2024 Legislative Committee meeting, including a verbal update from Paragon Government Relations, the County's Federal Legislative Advocates and Karen Lange, the County's State Legislative Advocate on legislative matters of interest to the County including AB 2265, AB 2561, and AB 3259 and consider taking a position; and Receive an update from staff on SB 1057, SB 1124, SB 1159, AB 2079 and AB 2882 and consider taking a position.

SUMMARY:

Staff will provide an overview of items discussed at the Board's Legislative Committee meeting on April 15, 2024. The County's federal Legislative Advocates at Paragon Government Relations will give a verbal update on developments taking place in Washington D.C. and key legislation of interest to the County. The County's State Legislative Advocate, Karen Lange of SYASL Partners, Inc., will provide a verbal update on developments at the State Capitol and key legislation of interest to the County. Staff will provide updates on bills that were presented at the April 15, 2024 Legislative Committee meeting and seek Board direction, all of which are presented in detail below in the Discussion section of this report.

FINANCIAL IMPACT:

The legislative program is designed to result in additional funding and cost avoidance relative to Solano County. The cost of preparing this report is nominal and is included in the County Administrator's FY2023/24 Working Budget.

DISCUSSION:

The County's Legislative Committee Members, Supervisor Erin Hannigan and Supervisor Monica Brown, met on Monday, April 15, 2024 to discuss both federal and State issues. Joe Krahn and Hasan Sarsour of Paragon Government Relations, the County's federal legislative advocacy team, and Karen Lange of SYASL Partners, Inc., the County's state legislative advocate, all participated in the meeting as well.

The County's April 15, 2024 Legislative Committee agenda packet can be accessed at the following link:
<https://www.solanocounty.com/legislation/agendas.asp>

The April 15, 2024 Solano County Legislative Committee meeting agenda included the following bills as action items which are discussed below, and the committee is recommending the Board of Supervisors consider taking a position:

SB 1057 - Juvenile Justice Coordinating Council

SB 1057 was introduced into the California State Senate on February 8, 2024 by Senator Menjivar. Existing law requires a juvenile justice coordinating council to consist of certain members, including, but not limited to, the chief probation officer, as chair, and a representative from the district attorney's office, the public defender's office, and the sheriff's department. This bill, among other things, would revise and recast those membership provisions, and instead require each county juvenile justice coordinating council (JJCC) to, at a minimum, consist of at least 50 percent community representatives with the remainder of the seats allocated to representatives from governmental agencies, as specified. The bill would also require the council to include an at-risk youth, as defined, and either a person with experience in the juvenile court system or a system-impacted family member. The bill would require a council to select two co-chairs from amongst its members, at least one of whom shall be a community representative.

Following a presentation by Dear Farrah, Interim Chief Probation Officer at Solano County, the Legislative Committee is recommending an OPPOSE position on the bill. SB 1057 seeks to expand the JJCC membership, which could make it more difficult to move items forward as a council, change the definition of a juvenile, raising it from 17 to 25, which could widen and dilute the JJCCs ability to focus and provide intervention services, and changes reporting requirements, potentially making it easier for the public to identify victims and/or offenders involved in the County justice system.

SB 1124 - Deceptive Practices, Service Members and Veterans

SB 1124 was introduced into the California State Senate on February 13, 2023 by Senator Menjivar. This bill would, except as provided, prohibit a person from, in connection with any transaction or any sale of goods or services, directly or indirectly soliciting, contracting for, charging, or receiving, or attempting to solicit, contract for, charge, or receive, any fee or compensation with respect to the preparation, presentation, or prosecution of any claim for benefits under the laws administered by the United States Department of Veterans Affairs. The bill would also make void a contract performed in violation of these provisions. The bill would make violations of these provisions a misdemeanor. By expanding the scope of a crime, this bill would impose a state-mandated local program.

Following a presentation by Alfred Sims, Director of Veteran Services at Solano County, the Legislative Committee is recommending a SUPPORT position on the bill. The bill, sponsored by the Attorney General's Office, is intended to ensure that veterans are aware they do not need to pay a for-profit entity to gain access to their Veterans Association (VA) benefits, and that they are treated equally and fairly during the process. As the bill states, County Veteran Service Offices and VA regional offices can both file claims for veterans for free and the services are guaranteed to veterans

as part of their military service. This bill would make it a misdemeanor for any non-VA accredited for-profit agency to charge for any of these kinds of benefit services.

SB 1159 - California Environmental Quality Act, Roadside Wildfire Risk Reduction Projects

SB 1159 was introduced into the California State Senate on February 14, 2024 by Senator Dodd. Currently, brush clearing for fire-prevention purposes is exempt from provisions of the California Environmental Quality Act (CEQA) if it is conducted within 30 feet of a structure. That distance can be extended to 100 feet of a structure if extra-hazardous fire conditions exist. This bill would require the Natural Resources Agency to consider granting a CEQA exemption to roadside vegetation management projects undertaken solely for wildfire risk reduction. Expediting these projects could reduce the possibility of roadside fires and improve evacuation routes, among other benefits.

Following a presentation by Charlie Born, Legislative Aide for Senator Dodd, the Legislative Committee is recommending a SUPPORT position on the bill. The bill is intended to expedite fuel reduction projects by making it easier for firefighters to clear vulnerable land and remove flammable materials, reducing the possibility of roadside fires and improving evacuation routes. Additionally, the bill aims to help decrease costs to treat roadside areas that currently present a financial burden to small agencies and under-resourced communities.

AB 2079 - Groundwater Extraction, Large-Diameter, High-Capacity Water Wells, Permits

Existing law, the Sustainable Groundwater Management Act, requires groundwater basins designated as high-or medium-priority by the Department of Water Resources (DWR) be managed under the Sustainable Groundwater Management Act (SGMA) through a groundwater sustainability plan or coordinated plans. This bill would require a local enforcement agency, as the well permitting agency, to perform specified activities in groundwater basins defined in the DWR Bulletin 118 at least 30 days before determining whether to approve a permit for a new large-diameter, high-capacity well, as defined. Additionally, the bill would require, upon notice, a groundwater sustainability agency for the basin where the high capacity well is to be located, to provide specified information to the local enforcement agency, including the name of the applicable groundwater sustainability agency, the agency manager and contact information, and the applicable sustainable management criteria related to groundwater levels, including the groundwater level measurable objectives and minimum thresholds. The bill also requires a local agency not approve a permit for a large-diameter, high-capacity well if the well is proposed to be located within one-quarter mile from a domestic supply well. By imposing additional requirements on a local enforcement agency, the bill would impose a state-mandated local program.

Following a presentation by Trey Strickland, Environmental Health Manager for Solano County, the Legislative Committee is recommending an OPPOSE position on the bill, as it would permanently expand the current executive order issued by the Governor to place additional requirements on the permitting large diameter, high capacity (agricultural) water wells in non-SGMA regulated groundwater basins throughout the state. This bill also aims to prescribe certain standards the local agency needs to follow in the approval or denial of the permit of high capacity, large diameter wells, including the location of the proposed well and specified geological and water supply considerations, taking away from local County jurisdictional controls, and placing unnecessary additional mandates on staff, all while not providing any funding for the additional duties.

AB 2882 - California Community Corrections Performance Incentives

AB 2882 was introduced into the California State Assembly on February 15, 2024 by Assemblymember McCarty. Existing law authorizes counties to establish a Community Corrections Performance (CCP) Incentives Fund to receive money to provide community corrections, supervision and rehabilitation of adult felony offenders subject to supervision. Existing law also requires CCP plans to be voted on by County Board

of Supervisors, as well as one department representative for the head of the County departments of social services, mental health and alcohol and substance abuse programs. This bill would add representatives from the community, as well as give the department heads of the three represented departments voting powers based on the number of departments they represent. Additionally, the Board would be required to produce and maintain a Community Corrections Outcomes, Accountability, and Transparency report, available through the County Board of Supervisor's website. _

Following a presentation by Dear Farrah, Interim Chief Probation Officer at Solano County, the Legislative Committee is recommending an OPPOSE position on the bill, as it would dilute the makeup of the CCP, make it harder to establish a quorum, give unequal voting power to department leadership that oversees multiple divisions represented on the CCP, and creates additional workload on Probation, Behavioral Health and County Information Technology services staff to collect, manage, publish and maintain a Community Corrections Outcomes, Accountability, and Transparency Report. Additionally, Probation is concerned the bill focuses too much on behavioral health outcomes determined by the State and misses the critical components the Probation and Sheriff's departments roles, taking away local jurisdictional control to manage CCP programming and services.

Board Update / Provide Staff with Direction - AB 3259

Just after the publishing of the April 15, 2024 Solano County Legislative Committee meeting agenda, the County received a request from Assemblymember Wilson's office that the committee receive and update on her bill, AB 3259, Increase the Sales Tax Cap in Solano County to 9.75 percent, and consider taking a position.

Karen Lange of SYASL Partners provided Legislative Committee members with an update on the bill, and, following a discussion, it was recommended that the full Board of Supervisors receive an update and consider providing direction.

Update on Bills of Interest to the County / Consider Taking a Position

Karen Lange of SYASL Partners, as part of her State report-out, gave updates on AB 2265 (McCarty) - Animals, Spaying, Neutering and Euthanasia, and AB 2561 (McKinnor) - Local Public Employees, Vacant Positions.

It is recommended the Board of Supervisors receive an update on these bills and consider taking a position. A description of each bills is listed below:

AB 2265 - Animals, Spaying, Neutering and Euthanasia

AB 2265 was introduced into the California State Assembly on February 8, 2024 by Assemblymember McCarty. Existing law prohibits a stray dog or cat impounded by a public or private shelter from being euthanized before 6 business days after the stray dog or cat is impounded, not including the day of impoundment, and requires that the stray dog or cat, except those irremediably suffering, be released to a nonprofit animal rescue or adoption organization before the scheduled euthanasia of the stray dog or cat if requested by the organization. This bill would declare that no animal be euthanized by a public animal control agency, shelter or private entity that contracts with a public animal control agency for animal care and control services. This bill would also require agencies to post a daily list of any cat or dog scheduled for euthanasia on their public internet website or public Facebook page and to post a physical notice on the kennel of a dog or cat scheduled to be euthanized up to 72 hours before a scheduled euthanasia of a dog or cat but no later than 24 hours before a scheduled euthanasia of a dog or cat. The bill would impose a state-mandated local program.

AB 2561 - Local Public Employees, Vacant Positions

AB 2561 was introduced into the California State Assembly on February 14, 2024 by Assemblymember McKinnor. This bill requires local agencies with bargaining unit vacancy rates exceeding 10% for more than 180 days (approximately 6 months) to produce, implement, and publish a plan to reduce their vacancy rates to 0% within the subsequent 180 days. The bill also requires the public agency to present this plan during a public hearing to the governing legislative body and to publish the plan on its internet website for public review for at least one year. By imposing new duties on public agencies, the bill would impose a state-mandated local program.

ALTERNATIVES:

The Board could choose not to receive the legislative updates or consider taking positions on any of the presented State legislative bills; however, this is not recommended as the Board's Legislative Committee has recommended the update and the review of legislative bills.

OTHER AGENCY INVOLVEMENT:

Staff consulted with Solano County Department Heads, Paragon Government Relations, SYASL Partners, Inc. to compile this legislative report.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	23	Status:	Regular Calendar
Type:	Presentation	Department:	First 5 Solano
File #:	24-277	Contact:	Denise Winters, 784-1335
Agenda date:	04/23/2024	Final Action:	
Title:	Receive a presentation providing an update on the Early Learning Center in Vallejo		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
Published Notice Required?	Yes ____	No <u>X</u>		
Public Hearing Required?	Yes ____	No <u>X</u>		

DEPARTMENTAL RECOMMENDATION:

The First 5 Solano Children and Families Commission recommends that the Board of Supervisors receive a presentation providing an update on the Early Learning Center in Vallejo.

SUMMARY:

The First 5 Solano Children and Families Commission is bringing forward a presentation to update the Board on the Early Learning Center in Vallejo, CA, which is a project to renovate the shuttered Beverly Hills elementary school. Utilizing funding from Solano County American Rescue Plan Act (ARPA), and the First 5 Commission, the school was purchased from the Vallejo City Unified School District (VCUSD) in December 2023 and transferred to Child Start, Inc. in January 2024.

The purpose of this project is to create an Early Learning Center (ELC) which will expand childcare and family strengthening opportunities for children ages 0-5 in Vallejo and throughout Solano County. The ELC will provide crucial childcare services for both the local and surrounding communities. In addition to 18 childcare and preschool classrooms for children ages 0-5, the project includes a new Community Resource Building established on the campus, providing resources to the families at the center, and the surrounding community as appropriate.

In addition, the project moves the two Head Start classrooms currently located at the Virginia Street County building on the Solano County Health & Social Services Vallejo Campus to the ELC in Summer 2025, allowing the County to use that space for another purpose.

FINANCIAL IMPACT:

There is no cost to receiving this presentation.

DISCUSSION:

In early 2021, County staff requested that the First 5 Solano work with Child Start, Inc. to identify a space to relocate two of its Head Start Classrooms located on Virginia Street in Vallejo on the Health & Social Services campus. Child Start, Inc., Solano's Head Start provider, had been looking for over eight years for a location to move their classrooms has been unsuccessful in identifying another location to serve the families in Vallejo.

First 5 Solano, in partnership with the Solano County Office of Education (SCOE), approached VCUSD to inquire about surplus property in which to house these two Head Start classrooms. Through those discussions, VCUSD identified a surplus school site, Beverly Hills Elementary School, located at 1450 Coronel Avenue, in South Vallejo, as a space to house these classrooms.

Discussions with the leadership team, including First 5 Solano, Child Start, SCOE, and VCUSD, involved the consideration of community data that shows a significant lack of childcare and early learning spaces in Solano County. The team developed the idea of an ELC to utilize the entire school site, while providing expansion opportunities for local childcare and early learning providers.

Beverly Hills Elementary School was purchased in December 2023 to be the new home of the ELC. It has 18 classrooms, a large multi-purpose room, space to include age-appropriate playgrounds, a small prep kitchen, and a large grassy area. The school, built in 1949, has enough infrastructure, but needs a refresh of several large items, such as the roof, HVAC system, and appropriate plumbing to install two child bathrooms in every classroom in order to meet state childcare licensing standards. The renovation of the ELC is considered Phase 1 of this project.

The cost of Phase 1 renovation is estimated at \$13,000,000. This funding is fully secured through a variety of sources that include Solano County Board of Supervisors via American Rescue Plan Act (ARPA) funding, First 5 Solano, Child Start, City of Vallejo, Syar Foundation, State of California via Senator Dodd, and the Irwin Foundation.

The Phase 1 renovation includes two tiny toilets in every classroom, a kitchen area in every classroom, the existing central kitchen converted to a central laundry room, age-appropriate playground areas throughout the school, a children's library, adult bathrooms throughout the facility, a refresh of the entire interior and exterior including the large multi-purpose room and attached kitchenette, a new roof, a new HVAC system, and updated drought-resistant landscaping. This phase is underway and a contractor is currently being selected for the design-build.

Phase 2 of this project includes establishing a Community Resource Building on the campus to offer resources to the families of the ELC and the community as appropriate. The resources are expected to consist of a family resource center, food pantry, community meeting room and space for social service programs to deliver services and engage with the community. Phase 2 is still in development.

The cost of Phase 2 of this project is estimated at \$4,000,000. Of this amount, \$500,000 has been secured with Federal funds via Congressman Garamendi.

First 5 Solano will continue to be a partner at the ELC by working to secure the remaining funding for the Community Resource Building, participating on the ELC leadership team and working to problem-solve and address issues as they arise. Implementation of Phase 2 is funding dependent. Additionally, First 5 Solano will help to collect data and evaluate the effectiveness of the ELC.

ALTERNATIVES:

The Board could choose not to receive the presentation. This is not recommended since the school purchase is complete, the property has been transferred and the project construction team is in process of being selected to begin work in May 2024.

OTHER AGENCY INVOLVEMENT:

First 5 Solano has worked with a team to develop the Early Learning Center, including members from Child Start, Inc. and SCOE.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	24	Status:	Regular Calendar
Type:	Report	Department:	Health and Social Services
File #:	24-285	Contact:	Gerald Huber, 784-8400
Agenda date:	04/23/2024	Final Action:	
Title:	Receive an overview of changes impacting Solano County Behavioral Health related to new mandates and statewide directives for the delivery of services		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Behavioral Health Presentation		

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------

Published Notice Required? Yes ___ No X

Public Hearing Required? Yes ___ No X

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Human Services recommends that the Board of Supervisors receive an overview of changes impacting Solano County Behavioral Health related to new mandates and statewide directives for the delivery of services.

SUMMARY:

The State of California initiated a plan for policy changes to redesign the state mental health and substance use system, collectively known as the behavioral health system. As part of this effort, the Department of Health Care Services (DHCS) entered into updated federal waivers in how services are reimbursed and initiated the California Advancing and Innovating Medi-Cal (CalAIM) to shift the Medi-Cal program including population-based initiatives focused on children, foster youth, and those who are unhoused or justice-involved. Concurrently, various new laws have emerged in alignment with these changes. Proposition 1, which was passed by voters in March 2024, makes substantial changes to the existing Mental Health Services Act (MHSA). Additional new laws that will have significant impacts on Behavioral Health include the Care Act and the Lanterman-Petris-Short (LPS) Act, which govern the involuntary detention, treatment, and conservatorship of people with behavioral health conditions; and both Acts expand eligibility and increase requirements of treatment for new populations. These and many other directives have created significant workload implications for counties, specifically to behavioral health departments, with little to no funding accompanying these mandates.

FINANCIAL IMPACT:

Solano County and the Behavioral Health Division have new mandates that are either unfunded, partially funded, or initially funded but have no ongoing operational funding. Mandates in place since January 2022

which have funds associated, either through grants or allocations, were included in the Health and Social Services' FY2023/24 Midyear Report submittal. As additional funds become known, H&SS will update the budget and provide the Board with updates. Future appropriations and estimated revenues remain unknown.

The costs of preparing the agenda item are nominal and absorbed by the Department's FY2023/24 Working Budget.

DISCUSSION:

The Department of Health Care Services (DHCS) contracts with California's 56 Mental Health Plans (MHPs) for the provision of Medi-Cal Specialty Mental Health Services (SMHS) and for the Drug Medi-Cal Organized Delivery System (DMC-ODS) Plan for Substance Use Disorder (SUD) services. The State Plan, which governs how counties administer their Mental Health Plans, contains all information necessary for the Centers for Medicare and Medicaid Services (CMS) to determine if the State can receive Federal Financial Participation (FFP).

Behavioral Health is responsible for SMHS under the MHP contract which operates as a Prepaid Inpatient Health Plan (a limited benefit package) as a "zero dollar" contract, because there is technically no maximum amount of services that can be delivered, as long as the MHP has the funds for local match that are necessary to draw down federal dollars. For Solano County Behavioral Health, this includes administrative oversight for SMHS that includes Medi-Cal compliance, quality assurance, program improvement, community planning, data and record keeping and other responsibilities. Behavioral Health also offers clinical program oversight and service delivery through county-operated services and contractors. SMHS are defined as services that are moderate to high intensity - children, youth and adults with the greatest need and often complex co-occurring conditions. Operation of the County Mental Health Plan under Solano County's contract obligates the County to the requirements and scope of specialty mental health services that the County must either provide or arrange for on behalf of eligible Medi-Cal beneficiaries of Solano County. Services are delivered in accordance with the County's Implementation Plan for a wide variety of service types that may be offered based upon individualized medical necessity to beneficiaries (and as resources are available to indigent residents) including outpatient treatment, intensive case management, therapy, crisis services, etc. The MHP is not reimbursed for high-cost inpatient hospital or institutional services for facilities with over 16 beds known as Institutions for Mental Disease (IMDs).

Behavioral Health also provides services for SUD under the DMC-ODS regional model. Administratively, the division's oversight for SUD functions through a contract with Partnership HealthPlan for managing the provider network, Drug Medi-Cal compliance, and service delivery via contractors. For SUD, Behavioral Health supports those who do not have Medi-Cal as well as those who need both SUD and SMHS services at the same time. Under the Drug Medi-Cal Organized Delivery System (DMC-ODS) services include all State Plan services and expanded federal reimbursement for multiple levels of residential treatment, early intervention services, two levels of intensive outpatient services, case management, medication assisted treatment, withdrawal management, and others. Additionally, DMC-ODS is a federally required managed care plan.

New Mandates and/or Changes added to Solano Behavioral Health since 2022

CalAIM:

CalAIM is a multi-year initiative to redesign the state mental health and substance use system, collectively known as the behavioral health system. The initiative was launched in 2022 and implementation will continue

through 2027. CalAIM launched behavioral health payment reform (a systemwide change in the billing of behavioral health services) across the Medi-Cal program along with population-based initiatives focused on children, foster youth, and those who are unhoused or justice-involved.

Changes to policies and practices include:

- Clarifications to the criteria for Specialty Mental Health Services (SMHS).
- Improvements to the Drug Medi-Cal Organized Delivery System (DMC-ODS) policy.
- Establishing criteria to be used in determining appropriate level of care for covered SUD treatment services.
- Updates to behavioral health documentation requirements to include the use of an active and ongoing problem list, progress notes, and other documentation within the clinical record reflecting the care given, and in alignment with the appropriate billing codes.
- No Wrong Door policy to ensure members receive mental health services regardless of the delivery system where they seek care (via county behavioral health, Medi-Cal managed care plan (MCP), or the fee-for-service delivery system).
- Standardized screening and transition tools to determine the most appropriate Medi-Cal mental health delivery system for individuals currently not receiving mental health services or for individuals seeking mental health services.
- Behavioral health payment reform, which is currently in progress. Payment reform transitions counties from cost-based reimbursement to fee-for-service reimbursement funded via intergovernmental transfers. As part of payment reform, SMHS and SUD services transitioned from Healthcare Common Procedure Coding System (HCPCS) Level II coding to Level I coding, known as Current Procedural Terminology (CPT) coding, when possible.
- Behavioral health administrative integration of specialty mental health and SUD treatment services. This is separate from the CalAIM full integration plan that integrates physical, behavioral, and oral health care into comprehensive managed care plans.

CalAIM's population-based initiatives and new benefits will require Behavioral Health to administratively implement:

- Children and youth behavioral health initiatives that add services such as early intervention, school-linked fee schedule (reimbursable services at the schools), Family First Prevention Services Act (FFPSA) with Child Welfare Services, system of care requirements, and First Episode Psychosis requirements.
- Mobile crisis benefits to include qualifying community-based mobile crisis intervention services as a Medi-Cal benefit. This requirement includes access to coordinated crisis care 24-hours a day, 7-days a week, 365-days per year.
- Justice Involved Initiative will require eligible individuals who are incarcerated the ability to enroll in Medi-Cal 90 days before their release and access billable services in the jails; Providing Access and Transforming Health (PATH) Justice-Involved Capacity Building Program will provide funding to support implementation of pre-release Medi-Cal application and suspension processes and requires collaboration with the Sheriff's Office, H&SS' Employment and Eligibility Division, and the Department of Information Technology.
- Expansion of behavioral health peer support specialists, including a new billable rate and certification of specialists.
- Evidence based practice and service requirements with Behavioral Health Community-Based Organized Networks of Equitable Care and Treatment (BH-CONNECT), part of the Section 1115 Demonstration Waiver.
- Implementation of Assertive Community Treatment (ACT), supported employment, First Episode

Psychosis, enhanced care management, institutions for mental disease waiver, community supports, contingency management (option), and community health workers (option).

- Requirements to develop, operate and support services within housing of all types and level of need including housing supports, Behavioral Health Continuum Infrastructure Program grants (\$2.2 billion), Proposition 1's \$6.2 billion housing bond, new No Place Like Home funding rounds, Community Care Expansion (CCE), Data Exchange, BHSA Housing Category (30%), and Behavioral Health Bridge Housing additional funding rounds.

Kaiser Carve In:

- Kaiser is working collaboratively with Solano and Sacramento counties to develop a joint plan that includes methods for identifying members, screening and assessment needed, service types, documentation exchange, staffing/contracts needed, etc. There will be a phased in transition, the planning period has started and continues through June 2024 and the phased in transition of clients will begin July 1, 2024 and conclude December 31, 2024.
- The total number transitioning from Kaiser to the county is still being finalized; however, the initial annual estimate indicates a total of 650 individuals which include approximately 390 adults and 178 child/youth for Full Service Partnership and intensive outpatient levels, and approximately 69 adults/children in subacute/residential placements. Although these estimates are lower than the original estimate of 2,091, the most significant impact to funding will be those in inpatient care who are largely not known until they enter crisis. However, clients receiving inpatient or residential care, admitted prior to July 1, 2024 by Kaiser will remain the responsibility of Kaiser to avoid disruption to the client until January 2025.

Other New Legislation:

Lanterman-Petris-Short (LPS) Act and Crisis Continuum:

- SB 43 updated the Lanterman-Petris-Short (LPS) Act, which governs involuntary detention, treatment, and conservatorship of people with behavioral health conditions. SB 43, signed by Governor Newsom in October 2023, broadens eligibility for conservatorship to include people who are unable to provide for their personal safety or necessary medical care due to severe substance use disorder or serious mental illnesses. Solano County approved a one year deferral of implementation of this Act.
- AB 2275 defines the time frame for involuntary commitments under the LPS Act.
- AB 2242 amends the LPS Act to allow counties to pay for the provision of mental health services under the LPS Act using MHSA funding.
- AB 988 established the "9-8-8" emergency response call system for Californians experiencing a mental health crisis. This system is being expanded at the federal and state level.
- SB 184 (Chapter 47, Statutes of 2022) established a growth cap for individuals committed as Incompetent to Stand Trial (IST) on felony charges and admitted to a Department of State Hospitals for treatment. Counties who exceed the growth cap are financially penalized.

CARE Court:

- SB 1338 - Community Assistance, Recovery, and Empowerment (CARE) Court Program will be launched in December 2024. CARE court is a civil court process that provides participants with services and supports through Individualized CARE plans which can initially be structured to last up to 12 months but can be extended for an additional 12 months as necessary. Behavioral Health will provide outreach, engagement, care planning and treatment. If a person cannot successfully complete a CARE plan, the Court may utilize existing authority under the LPS Act to ensure the participants safety (begin conservatorship process which will impact the Public Guardian and County Counsel.

If local governments do not meet their specified responsibilities under the court-ordered CARE plans,

the Court will have the ability to order sanctions and, in extreme cases, appoint an agent to ensure services are provided.

Opioid Settlement Funds:

- Opioid settlement allocations must be expended on opioid remediation that includes high impact abatement activities delineated by DHCS. Priorities for use of the funds are referred to as High Impact Abatement Activities (HIAA) to expand SUD services, address disparities, focus on diversion, youth prevention and Naloxone distribution.

Proposition 1, approved by voters in March 2024, with implementation on July 1, 2026:

- Contains two major components: (1) changes the Mental Health Services Act (MHSA) to the Behavioral Health Services Act (BHSA) and on how funding from the Act can be used; and (2) approves a \$6.4 billion bond to build (a) more places for mental health care and drug or alcohol treatment, and (b) more housing for people with mental health, drug, or alcohol challenges.
- Prop 1 makes no changes to the amount of revenue collected through the tax, but the funding will be used differently. It also redistributes the allocation of BHSA revenues from counties to the state from 5% to 10% to be used for workforce initiatives and prevention.
- Prop 1 significantly changes the categories under which counties must allocate BHSA dollars. Most significantly, BHSA creates a new requirement that one third (30%) of funds allocated in each county (with some possible exceptions for rural counties) must be spent on housing.

Impacts on the County and Behavioral Health

Undoubtedly, these changes and mandates significantly impact Behavioral Health administration and staff. H&SS, Behavioral Health Division, oversees behavioral health managed care operations and clinical direct services. These changes add workload to the administrative team and operations side, while some impact clinical services or the need to expand services.

Since August 2023, for comparison, Solano Behavioral Health has had a 30% increase in the number of contracts supported. Half of those are service contracts that require significant oversight, monitoring, assurance, and utilization management to ensure outcomes and adhere to funding caps. County-operated services and these service contracts currently take up an enormous amount of scrutiny and clinical support, even without adding the necessary changes that will come from CalAIM or Proposition 1.

Administratively, these mandates require full integration of services requiring data exchanges/health information sharing (impact to the Department of Information Technology (DoIT)), increased fiscal oversight with an eye towards capitation (H&SS Fiscal), flexibility in shifting contracts from cost-reimbursement to fee for service and flexibility in contracting, placements and other (H&SS contracts), and programmatic and procedural development with agencies for specific initiatives. The goal will be to ensure that Behavioral Health, as an SMHS and DMC-ODS plan, achieves value-based care ("we get what we pay for") and population health management targets, requiring more clinical, fiscal, and administrative oversight.

Ultimately, the mandates will shift in how Behavioral Health organizes and administers specialty mental health and substance use disorder services. The goal is to better align the financing of behavioral health with that of physical health, offer financial flexibility and revenue generation to innovate, improve quality of care, shift to value-based/incentive payment arrangements, improve access to care, i.e., "no wrong door" approach, and ensure data-driven decision making. New payment reform rates are expected to help providers hire and support clients and increase revenue for system reinvestment. New sustainability metrics and performance monitoring are expected to maximize revenue and optimize outcomes.

Within Behavioral Health, these changes require significant administrative obligations for services and contracts through additional oversight and comprehensive analytics tools. More clinical provider engagement will be necessary to meet standards and obligations. Significant support will be needed from the H&SS fiscal team to support projections and claims processes; from DoIT to support data interoperability, health information exchange, and tools; from County Counsel and other partners to quickly determine changes; and partnerships and commitments across other agencies will be needed on shared mandates.

ALTERNATIVES:

The Board may choose to not receive this overview of new mandates and statewide directives impacting Solano County Behavioral Health and the delivery of behavioral health services; however, this is not recommended as these changes and mandates have a significant impact on the County, various departments and in particular the H&SS' Behavioral Health Division, whereby many carry warnings of corrective action plans, sanctions, and penalties for delays and non-compliance.

OTHER AGENCY INVOLVEMENT:

Health and Social Services, Behavioral Health Division, is working closely where initiatives impact the Courts, Sheriff's Office, Jails, Probation, Department of Information Technology, Public Guardian, County Counsel, and others.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Changes Impacting Solano Behavioral Health

Presentation to the Board of Supervisors

By Emery Cowan, Behavioral Health Director

Health and Social Services, Behavioral Health Division

April 23, 2024



Overview

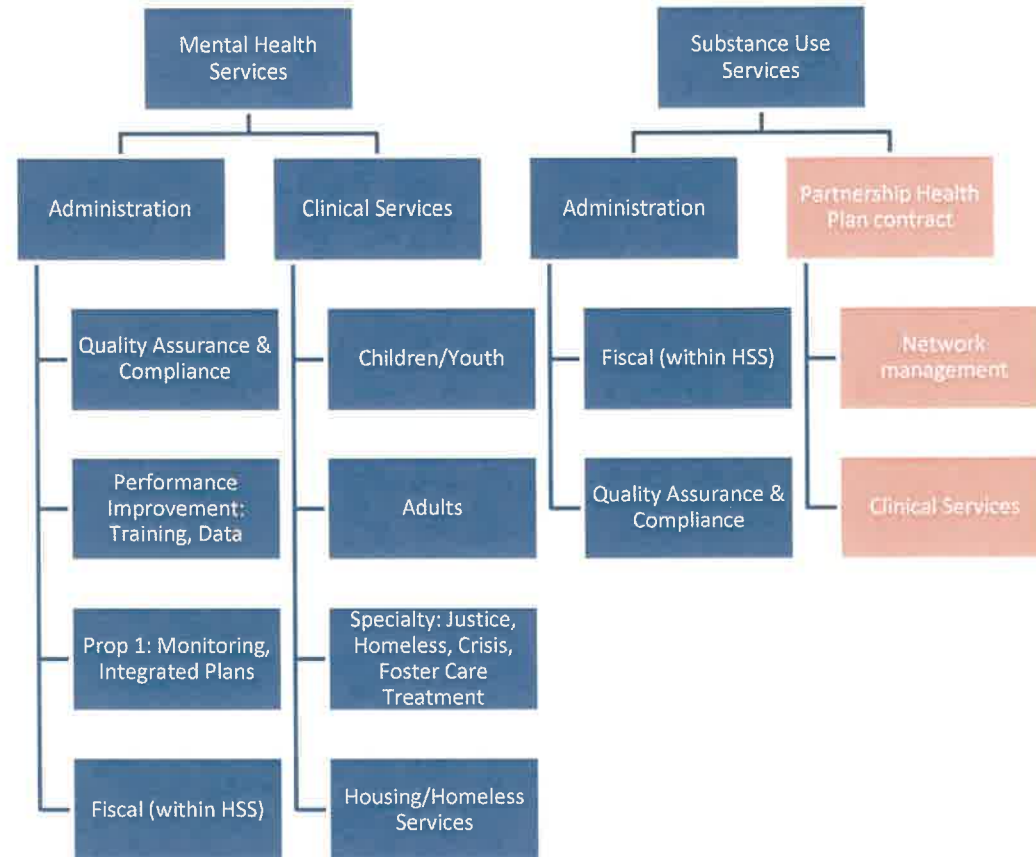
Department of Health Care Services (DHCS) contracts with California's 56 Mental Health Plans (MHPs) for the provision of Medi-Cal **Specialty Mental Health Services** (SMHS) and for the Drug Medi-Cal Organized Delivery System (DMC-ODS) Plan for **Substance Use Disorder** (SUD) services.

Solano Behavioral Health responsibilities:

- MHP: administrative oversight for SMHS as well as service provision through county-operated services and contractors
- DMC-ODS: compliance oversight for SUD through a contract with Partnership Health Plan for administrative management and service delivery via contractors.



Solano Behavioral Health Operations



55 CALIFORNIA BEHAVIORAL HEALTH (BH) CHANGES IMPACTING COUNTIES

(2022-present) – Solano

Program/Quality Reforms

Kaiser Carve-In
Prop 1 Behavioral Health Services Act (BHSA)
Payment Reform
Eligibility Criteria
Mental Health & Substance Use Plan Integration
Documentation Reform
BH Quality Incentive Program (BHQIP)
Comprehensive Quality Strategy- NCQA
Current Procedural Terminology (CPT®) codes
Fiscal Reporting (BHSA)
Outcomes Accountability (BHSA)
FSP Levels of Care (BHSA 35%)
SB 525 Min Wage (contractor impact)
Centers of Excellence
Network Adequacy
Cultural Competence Plan Reform
Commercial Plan Contracting Requirement (BHSA)

New Medi-Cal Benefits

24/7 Mobile Crisis Services
90-Day Jail In-Reach/Justice Involved
Peer Support Specialists
First Episode Psychosis (BHSA)

Assertive Community Treatment - ACT (BHSA)
Evidence Based Practices (BHSA)
Supported Employment (BHSA)
Housing (BHSA)
Enhanced Care Management
IMD waiver (option)
Community Supports (option)
Contingency Management (option)
Community Health Workers (option)

Children & Youth Behavioral Health Initiative

Early Intervention
School-Linked Fee Schedule
Family First Prevention Services Act (FFPSA)
AB 2083: Children & Youth System of Care MOUs
Office of Youth and Community Restoration (OYCR)
Incentive Pool

Housing, Homeless, Infrastructure

Behavioral Health Continuum Infrastructure Program (\$2.2 billion)
\$6.2 billion bond (BHSA)
No Place Like Home

Community Care Expansion (CCE)
Workforce Funding
Data Exchange
BHSA Housing Category (30%)
Behavioral Health Bridge Housing (Rounds)

LPS & Crisis Continuum

SB 43 Expands Grave Disability Criteria
Involuntary SUD
New medical and personal safety
AB 2275- time frame for involuntary holds
AB 2242- use of mhsa for hold coordination
988 call centers

Department of State Hospitals

Community Based Restoration
Diversion
IST Growth Cap/Penalties

New Initiatives

CARE Court- Cohort 2 in 2024
Opioid Settlement Funds



CalAIM- Behavioral Health

Change	Why	Impact	Funding
Payment Reform	Shift from cost-reimbursement to Fee for Services; new coding system to pay for services	Higher rates; Adjustment of contractor rates; Sustainability standards; more performance monitoring; Incentive payments; keep revenue to reinvest (no more cost settlement). Lost revenue due to inability to meet Milestone for data exchange. Also impacts Fiscal and DoIT for changes to electronic health record.	Initial one-time incentive payments through BH Quality Improvement Plans (Sept. 2022-Mar. 2024) No ongoing funding
Policy and Documentation Reform	Reduce clinical paperwork burden, improve tools/access, ensure systems talk to each other	Changes to processes and transitions for clients; meet national Accreditation standards; Also impacts DoIT for changes to electronic health record & health information exchange with hospitals, jails, managed care.	No new funding
Justice Involved	Reduce the jail population with BH issues, early identification to divert to treatment	Significant changes to jail procedures; allows for Medi-Cal billing 90 days pre-release; Sheriff's Office/Jail is the driver; requires data exchange (DoIT support)	BH: PATH Round 3 funds through 2026. SO: Path Round 1 funds No ongoing funding



Prop 1- Behavioral Health Services Act

Change	Why	Impact	Funding
Category shift	Counties must focus on more severe conditions; redirect prevention out of County to State	Changes to contractor funding and scope of work; performance metrics and reporting tracking; DoIT impact	No new funding
Includes SUD	MHSA could not be used for SUD-only	May be able to tap into funds to support gaps in SUD services; leverage DMC-ODS, fiscal tracking	No new funding
County Integrated Plans	Currently there are no requirements for planning the use of other funding sources; focus on community engagement	Will require one community strategic plan for all funding sources, with data metrics and fiscal accountability; extensive BH Admin, Fiscal, DoIT impact	No new funding
Housing focus	Housing is redefined as treatment and expanded to prevent further homelessness or deterioration; This expands our scope beyond that of residential treatment placements.	Increases BH administrative oversight of housing, development, placement; Impact to DoIT, Fiscal for required tracking and reporting; ongoing coordination with COC. BH departments are now directed into the developer business.	New General obligation bond, Behavioral Health Bridge Housing, and Behavioral Health Continuum Infrastructure Program (BHCIP), other grants



Other New Mandates

Initiative	Why	Impact	Funding
Kaiser Carve In	Absorbing around 600 clients initially from kaiser into SMHS. Starts July 2024.	Expanding staffing and contractor capacity to triage and treat across various services, including inpatient costs.	~\$7M in Realignment
Crisis Continuum	Mobile crisis and access to 988 to alleviate emergency rooms, inpatient facilities, and prevent suicide deaths.	Expansion of mobile crisis; DoIT impact for data reporting; Fiscal/Admin support needed to bill commercial insurance for their use	Initially 100% MHSA funded, pending a new higher reimbursement rate for mobile crisis (need State approval).
Care Court	A court-ordered response to compel those with untreated BH issues to get treatment and housing, or conservatorship. Starts December 2024.	Significant workload impacts to the Court, BH, Counsel, Public Defender, and DoIT for data reporting and exchange. Some volume will impact on Conservator/Public Guardian.	No new funding for BH services or housing. Funds for Court include Court Hearing Time, Court Report, Outreach and Engagement, Noticing.
LPS Reform	SB43 to broaden definition of grave disability and add SUD. Starts January 2026.	More involuntary holds; not enough receiving facilities/placements, especially for SUD; retraining staff, law enforcement; Impact on Counsel, DoIT for reporting, hospitals. Some volume will impact on Conservator/Public Guardian.	No new funding



Workload Indicators

2023:

- 7,208 persons served
 - 5,878 clients for specialty mental health services through County and contractor programs
 - 1,330 clients for substance use services by providers throughout the Regional Model
- Continued statewide shortage mental health professionals
- 30% increase in contracts since August 2023 due to required program changes



Opportunities and Gaps

Opportunities:

- New payment reform rates expected to
 - support providers to hire and support clients
 - increase revenue for system reinvestment
- New sustainability metrics and performance monitoring expected to maximize revenue and optimize outcomes

Gaps:

- Within BH:
 - Major administrative obligations- each contract will require more oversight requiring contract managers, planning analysts, comprehensive analytics tools
 - More clinical provider engagement to meet standards and obligations
- Significant support needed from
 - Fiscal to support projections
 - DoIT to support data interoperability, health information exchange, tools
 - Counsel, and other partners to quickly determine changes



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Agenda Submittal

Agenda #:	25	Status:	Closed Session
Type:	Closed Session	Department:	Clerk of the Board of Supervisors
File #:	24-280	Contact:	Alicia Draves, 784-6125
Agenda date:	04/23/2024	Final Action:	
Title:	<p>1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS: (Pursuant to Government Code § 54956.8): a. Property: APN's: 0027-251-490, 0027-510-030, a portion of 0027-510-290; Agency negotiators Bill Emlen, County Administrator, Debbie Vaughn, Assistant County Administrator, Ian Goldberg, Assistant County Administrator, James Bezek, Director of Resource Management, , Dustin Leno, Assistant Director of General Services, Matt Tuggle, Engineering Manager, Dale Eyeler, Real Estate Agent; Negotiating Party: Lucy L. Owens, Real Property Agent, Solano Transportation Authority; Under negotiation: Price and terms.</p> <p>2. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation (Pursuant to Government Code § 54956.9(d)(2))- Significant Exposure to Litigation (one case)</p> <p>3. CONFERENCE WITH LEGAL COUNSEL: Existing Litigation (Pursuant to Government Code § 54956.9(d)(1)) - Solano County Orderly Growth Committee v. City of Fairfield, et. al. Solano County Superior Court case no. FCS059198</p>		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
-------	------	------------	---------	---------