

Solano County

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



Agenda - Final

Tuesday, January 8, 2019

8:30 AM

Board of Supervisors Chambers

Board of Supervisors

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

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

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

James P. Spering (Dist. 3)
(707) 784-6136

Skip Thomson (Dist. 5)
(707) 784-6130

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

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 and is an accessible facility. If you wish to attend this meeting and you will require assistance in order to participate, 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.

Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Solano County Government Center, 6th Floor Receptionist's Desk, 675 Texas Street, Fairfield, during normal business hours.

If you wish to address any item listed on the Agenda, or Closed Session, please submit a Speaker Card to the Board Clerk before the Board considers the specific item. Cards are available at the entrance to the Board chambers. Please limit your comments to three minutes. For items not listed on the Agenda, please see items from the public below.

AGENDA

CALL TO ORDER - 8:30 A.M.

ROLL CALL

CLOSED SESSION

- 1 **19-49** Public Employee Appointment: Public Defender (Interim)
- Public Employee Appointment: Chief Information Officer/Registrar of Voters
- Public Employee Appointment: Agriculture Commissioner/Sealer of Weights & Measures (Interim)
- Conference with Labor Negotiators: Solano County representatives: Marc Fox, Jeannine Seher, Mark Love, Birgitta E. Corsello, and Nancy Huston.
Employee organizations: Teamsters, Local 150 for Unit 1 (Attorneys); SEIU Local 1021 for Unit 2 (Nurses), Unit 5 (Health and Welfare Employees),

Unit 7 (Regulatory, Technical and General Services Employees), Unit 8 (General Services Supervisors), Unit 9 (Clerical Employees) and Units 82, 87, 89, and 90 (Extra Help Employees); Solano County Deputy Sheriff's Association for Unit 3 (Law Enforcement Employees) and Unit 4 (Law Enforcement Supervisors); Public Employees Union, Local One for Unit 6 (Health and Welfare Supervisors) and Unit 16 (Mid-Management Employees); Stationary Engineers, Local 39 for Unit 10 (Skilled Craft and Service Maintenance Employees); Union of American Physicians and Dentists for Unit 11 (Physicians, Dentists and Psychiatrists); Solano County Probation Peace Officer Association for Unit 12 (Probation Employees) and Unit 15 (Probation Supervisors); Solano County Sheriff's Custody Association for Unit 13 (Correctional Officers); Teamsters, Local 856 for Unit 14 (Correctional Supervisors); Solano County Law Enforcement Management Association for Unit 17 (Law Enforcement Management) and Unit 18 (Sheriff's Office Management); Professional and Technical Engineers, Local 21 for Unit 19 (Executive and Senior Management); Unit 60 Legislative Group; Unit 61 (unrepresented Executive Management Employees), Unit 62 (unrepresented Senior Management Employees) and Unit 30 (Confidential Employees)

Attachments: [A - Memorandum](#)

RECONVENE - 9:30 A.M.

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

SALUTE TO THE FLAG AND A MOMENT OF SILENCE

OATH OF OFFICE

- 2 [19-43](#) Administering the Oath of Office for new term of office of Solano County elected officials and introductions: Solano County Superior Court of California, Solano County Presiding Judge John B. Ellis:

Jim Spering, Supervisor, District 3
John Vasquez, Supervisor, District 4
Marc Tonnesen, Assessor/Recorder
Phyllis Taynton, Auditor/Controller
Krishna Abrams, District Attorney
Tom Ferrara, Sheriff/Coroner
Charles Lomeli, Treasurer/Tax Collector/County Clerk

RECESS to informal reception at the County Administration Center Foyer, 675 Texas Street, Fairfield for newly elected officials and official Board photo

PRESENTATIONSAg Commissioner/Sealer of Weights and Measures

- 3 **19-36** Adopt and present a resolution and plaque of appreciation honoring Julia Simone Hardy, Agricultural Commissioner and Sealer of Weights & Measures, upon her retirement from the Solano County Department of Agriculture/Weights & Measures with 31 years of public service in two California counties, including over 10 years of dedicated service to Solano County (Supervisor Thomson)

Attachments: [A - Resolution](#)

Health and Social Services:

- 4 **18-909** Approve and present a plaque of appreciation honoring Suzanne Kiesz, Social Services Supervisor, upon her retirement from the Department of Health and Social Services, Division of Child Welfare Services with over 24 years of dedicated public service in child welfare, with 12 years serving in Solano County (Chair Vasquez)

Assessor/Recorder:

- 5 **19-19** Approve and present a plaque of appreciation honoring Marianne Moresi, Office Assistant II, upon her retirement from the Solano County Department of the Assessor/Recorder with 12 years of dedicated service to Solano County (Supervisor Brown)
- 6 **19-20** Receive a presentation from the Assessor/Recorder on the selection of Athena Couvillion for "Employee of the Month" for January 2019

Board of Supervisors:

- 7 **19-35** Adopt and present a resolution recognizing Monday January 21, 2019 as Martin Luther King Jr. day in Solano County (Supervisor Brown)

Attachments: [A - Resolution](#)

Health and Social Services:

- 8 **18-903** Adopt and present a resolution recognizing the month of January 2019 as National Eligibility Workers Appreciation Month, honoring Solano County's eligibility workers (Supervisor Thomson)

Attachments: [A - Resolution](#)

- 9 **18-910** Adopt and present a resolution recognizing the month of January 2019 as National Slavery and Human Trafficking Prevention Month in Solano County (Supervisor Hannigan)

Attachments: [A - Resolution](#)

County Administrator:

- 10 **19-11** Receive a presentation of the 2018 Annual Report

Attachments: [A - 2018 Annual Report](#)

REORGANIZATION OF THE BOARD OF SUPERVISORS

- 11 **19-40** Consider the following:
- A. Nomination and election of Chair
 - B. Nomination and election of Vice-Chair
 - C. Nomination and election of Chair Pro Tem
 - D. Seating selection at the dais
 - E. Presentation to outgoing Chair
 - F. Remarks by Supervisors

ITEMS FROM THE PUBLIC

This is your opportunity to address the Board on a matter not listed on the Agenda, but it 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 three minutes. The Board will hear public comments for up to fifteen 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

Clerk of the Board of Supervisors:

- 12** **19-59** Approve the minutes of the Solano County Board of Supervisors meetings of August 28, September 11, September 25, October 2, and October 23, 2018; and Approve the minutes of the Solano County Housing Authority for October 2, 2018

Attachments: [A - Minutes - August 28, 2018](#)
 [B - Minutes - September 11, 2018](#)
 [C - Minutes - September 25, 2018](#)
 [D - Minutes - October 2, 2018](#)
 [E - Minutes - October 23, 2018](#)
 [F - Minutes - SCHA October 2, 2018](#)

Human Resources:

- 13** **19-25** Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to add the new classification of Epidemiologist (Senior) with a monthly salary of \$6,841.16 - \$8,315.48

Attachments: [A - Resolution](#)

- 14** **19-51** Adopt a resolution amending the Alphabetical Listing of Classes and Salaries effective December 30, 2018 by increasing the maximum hourly rate for Contract Employee - Professional and Contract Employee - Technical

Attachments: [A - Resolution](#)

First 5 Solano:

- 15** **19-18** Approve the annual Membership Certification Statement of the Solano County Local Child Care and Development Planning Council

Attachments: [A - Membership Certification Statement](#)

CRIMINAL JUSTICEDistrict Attorney:

- 16 19-26** Adopt a resolution to amend the List of Numbers and Classifications of Positions to add 1.0 FTE Deputy District Attorney V and delete 1.0 FTE Deputy District Attorney IV through attrition
- Attachments: [A - Resolution](#)
-
- 17 18-878** Adopt a resolution accepting a California Office of Emergency Services (CalOES) County Victim Services Program (XC) grant in the amount of \$386,749 in 2017 Victims of Crime Act (VOCA) funding for the period of July 1, 2018 through December 31, 2019; Adopt a resolution to amend the List of Numbers in Classifications of positions within the District Attorney's Office to add 2.0 FTE Social Worker II (Limited Term); Approve an Appropriation Transfer Request increasing expenditures by \$135,143, offset by a \$132,265 decrease in Contracted Services and \$2,878 increase in Other Revenue (4/5 vote required); and Authorize the County Administrator to execute a \$25,000 contract amendment with Court Appointed Special Advocates Solano (CASA) for the period of January 1, 2019 through December 31, 2019
- Attachments: [A - Grant Amendment Letter](#)
 [B - Grant Modification Letter](#)
 [C - Resolution - Grant](#)
 [D - Resolution - Classification](#)
 [E - CASA Amendment](#)
 [F - Link to Original Contract and Amendment](#)

MISCELLANEOUS ITEMSCounty Counsel:

- 18 19-37** Adopt a resolution appointing Anthony Vaccarella, Terrance C. Connolly and Michael D. Lewis as Directors of the Suisun Resource Conservation District for 4 year terms to expire on November 25, 2022
- Attachments: [A - Resolution](#)
 [B - Applications](#)

- 19 **19-38** Adopt a resolution appointing Spencer Bei and Eric Schene as Directors of the Dixon Resource Conservation District for 4 year terms to expire on November 25, 2022

Attachments: [A - Resolution](#)
 [B - Applications](#)

First 5 Solano:

- 20 **19-17** Approve the Solano Children's Alliance membership reappointments of Juan Cisneros, Jane Johnson, Guadalupe Lopez, and Maurilio Leon for the terms of January 9, 2019 to January 9, 2023 and the reappointments of Debbie Peralez, Rafael Hernandez-Perez, and Angie Lopez as alternates for the terms of January 9, 2019 to January 9, 2023; and Approve the Solano Children's Alliance membership appointments of Dr. Shandi Fuller, Julie Musto, and Joshua Mallory for the terms of January 9, 2019 to January 9, 2023 and the appointment of alternate Cindy Watson for the term of January 9, 2019 to January 9, 2023

Attachments: [A - Membership Roster](#)

REGULAR CALENDAR

Rescheduled Consent Items

Consider the following:

- A)
- B)
- C)

GENERAL GOVERNMENT

County Counsel:

- 21 **19-39** Consider adopting a resolution to appoint four of the following five nominees to fill four expired terms as Directors of the Solano Resource Conservation District with terms to expire November 25, 2022: Darrell Hill, John Knowles, Glenda Riddle, Terry Riddle and Kathleen Stutz

Attachments: [A - Resolution](#)
 [B - SRCD Appointment Requests](#)
 [C - Applications](#)

SPECIAL DISTRICTS GOVERNED BY THE BOARD OF SUPERVISORSSolano Facilities Corporation:

- 22 **19-29** Hold annual meeting of the Board of Directors for the Solano County Facilities Corporation; and Elect new officers for calendar year 2019
Attachments: [A - Schedule of COPs](#)

East Vallejo Fire Protection District:

- 23 **19-42** Confirm selection of President and Vice-President of the East Vallejo Fire Protection District's Board of Directors

County Administrator:

- 24 **18-912** Receive a verbal update on the status of the Solano County Fair Governance Subcommittee comprised of Supervisors Monica Brown and Skip Thomson; and Consider the following recommendations from the subcommittee: 1) Allow the current Fair Management and Operations agreement to expire on January 31, 2020; 2) Direct staff to develop a transition plan for Management and Operations of the Fairgrounds; 3) Direct the establishment of a new management agreement with the Fair Association to only deliver an annual County Fair event; and 4) Affirm that the work and purpose of the Fair Governance Committee has concluded

Attachments: [A - Fair Governance Subcommittee Agendas](#)
 [B - Fairgrounds Management Agreement](#)
 [C - SCFA By-Laws Amended 2015](#)
 [D - Fair Draft Business Plan](#)
 [E - Fair Audit 2016-2017](#)
 [F - Fair Audit Management Memo](#)
 [G - SCFA Strategic Plan](#)

Board of Supervisors:

- 25 **19-41** Consider Board of Supervisors' appointments to various boards, commissions and committees for 2019
Attachments: [A - 2019 Board of Supervisors' Requested Appointments](#)
 [B - 2018 Board of Supervisors' Appointments](#)
 [C - Summary of Board of Supervisors' Committees and 2018 Appointments](#)

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

ADJOURN:

*To the Board of Supervisors meeting of January 22, 2019 at 8:30 A.M., Board Chambers,
675 Texas Street, Fairfield, CA*



Solano County

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Agenda Submittal

Agenda #:	1	Status:	Closed Session
Type:	Closed Session	Department:	County Counsel
File #:	19-49	Contact:	Dennis Bunting, 784-6145
Agenda date:	01/08/2019	Final Action:	
Title:	Public Employee Appointment: Public Defender (Interim)		
	Public Employee Appointment: Chief Information Officer/Registrar of Voters		
	Public Employee Appointment: Agriculture Commissioner/Sealer of Weights & Measures (Interim)		
	Conference with Labor Negotiators: Solano County representatives: Marc Fox, Jeannine Seher, Mark Love, Birgitta E. Corsello, and Nancy Huston. Employee organizations: Teamsters, Local 150 for Unit 1 (Attorneys); SEIU Local 1021 for Unit 2 (Nurses), Unit 5 (Health and Welfare Employees), Unit 7 (Regulatory, Technical and General Services Employees), Unit 8 (General Services Supervisors), Unit 9 (Clerical Employees) and Units 82, 87, 89, and 90 (Extra Help Employees); Solano County Deputy Sheriff's Association for Unit 3 (Law Enforcement Employees) and Unit 4 (Law Enforcement Supervisors); Public Employees Union, Local One for Unit 6 (Health and Welfare Supervisors) and Unit 16 (Mid-Management Employees); Stationary Engineers, Local 39 for Unit 10 (Skilled Craft and Service Maintenance Employees); Union of American Physicians and Dentists for Unit 11 (Physicians, Dentists and Psychiatrists); Solano County Probation Peace Officer Association for Unit 12 (Probation Employees) and Unit 15 (Probation Supervisors); Solano County Sheriff's Custody Association for Unit 13 (Correctional Officers); Teamsters, Local 856 for Unit 14 (Correctional Supervisors); Solano County Law Enforcement Management Association for Unit 17 (Law Enforcement Management) and Unit 18 (Sheriff's Office Management); Professional and Technical Engineers, Local 21 for Unit 19 (Executive and Senior Management); Unit 60 Legislative Group; Unit 61 (unrepresented Executive Management Employees), Unit 62 (unrepresented Senior Management Employees) and Unit 30 (Confidential Employees)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Memorandum		

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

CLOSED SESSION MEMO

- A. LICENSE/PERMIT DETERMINATION (GC § 54956.7)
 - a. Number of applicants:_____
- B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GC § 54956.8)
 - a.
- C. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
 - a.
- D. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (GC § 54956.9)
 - a. Significant exposure to litigation pursuant to GC § 54956.9 (b):
 - b. Initiation of litigation pursuant to GC § 54956.9(c):
- E. LIABILITY CLAIMS-JOINT POWERS AUTHORITY (GC § 54956.95)
 - a. Claimant:_____
 - b. Agency against whom claim filed:_____
- F. THREAT TO PUBLIC SERVICES OR FACILITIES (GC § 54957)
 - a. Consultation with:_____
- G. PUBLIC EMPLOYEE APPOINTMENT
 - a. Title: Public Defender (Interim)
 - b. Title: Chief Information Officer/Registrar of Voters
 - c. Title: Agriculture Commissioner/Sealer of Weights & Measures (Interim)
- H. PUBLIC EMPLOYMENT (GC § 54957)
 - a. Title:
- I. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GC § 54957)
 - a. Title:
- J. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (GC § 54957)
 - a. No information required
- K. CONFERENCE WITH LABOR NEGOTIATORS (GC § 54957.6):

Conference with Labor Negotiators: Solano County representatives: Marc Fox, Jeannine Seher, Mark Love, Birgitta E. Corsello, and Nancy Huston. Employee organizations: Teamsters, Local 150 for Unit 1 (Attorneys); SEIU Local 1021 for Unit 2 (Nurses), Unit 5 (Health and Welfare Employees), Unit 7 (Regulatory, Technical and General Services Employees), Unit 8 (General Services Supervisors), Unit 9 (Clerical Employees) and Units 82, 87, 89, and 90 (Extra Help Employees); Solano County Deputy Sheriff's Association for Unit 3 (Law Enforcement Employees) and Unit 4 (Law Enforcement Supervisors); Public Employees Union, Local One for Unit 6 (Health and Welfare Supervisors) and Unit 16 (Mid-Management Employees); Stationary Engineers, Local 39 for Unit 10 (Skilled Craft and Service Maintenance Employees); Union of American

Physicians and Dentists for Unit 11 (Physicians, Dentists and Psychiatrists); Solano County Probation Peace Officer Association for Unit 12 (Probation Employees) and Unit 15 (Probation Supervisors); Solano County Sheriff's Custody Association for Unit 13 (Correctional Officers); Teamsters, Local 856 for Unit 14 (Correctional Supervisors); Solano County Law Enforcement Management Association for Unit 17 (Law Enforcement Management) and Unit 18 (Sheriff's Office Management); Professional and Technical Engineers, Local 21 for Unit 19 (Executive and Senior Management); Unit 60 Legislative Group; Unit 61 (unrepresented Executive Management Employees), Unit 62 (unrepresented Senior Management Employees) and Unit 30 (Confidential Employees)

L. CASE REVIEW/PLANNING (GC § 54957.8)

M. REPORT INVOLVING TRADE SECRET (GC § 54962, etc.)

a. Estimated year of public disclosure:_____

N. HEARINGS

a. Subject matter:_____

(nature of hearing, i.e. medical audit comm.,
quality assurance comm., etc.)



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Agenda Submittal

Agenda #:	2	Status:	Presentation
Type:	Miscellaneous	Department:	Board of Supervisors
File #:	19-43	Contact:	Jeanette Neiger, 784-6125
Agenda date:	01/08/2019	Final Action:	

Title: Administering the Oath of Office for new term of office of Solano County elected officials and introductions: Solano County Superior Court of California, Solano County Presiding Judge John B. Ellis:

Jim Spering, Supervisor, District 3
John Vasquez, Supervisor, District 4
Marc Tonnesen, Assessor/Recorder
Phyllis Taynton, Auditor/Controller
Krishna Abrams, District Attorney
Tom Ferrara, Sheriff/Coroner
Charles Lomeli, Treasurer/Tax Collector/County Clerk

Governing body: Board of Supervisors

District: All

Attachments:

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X



Solano County

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Agenda Submittal

Agenda #:	3	Status:	Presentation
Type:	Resolution-Presentation	Department:	Ag Commissioner/Sealer of Weights and Measures
File #:	19-36	Contact:	Jose Arriaga, 784-3448
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt and present a resolution and plaque of appreciation honoring Julia Simone Hardy, Agricultural Commissioner and Sealer of Weights & Measures, upon her retirement from the Solano County Department of Agriculture/Weights & Measures with 31 years of public service in two California counties, including over 10 years of dedicated service to Solano County (Supervisor Thomson)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The County Administrator recommends that the Board of Supervisors adopt and present a resolution and plaque of appreciation honoring Julia Simone Hardy, Agricultural Commissioner and Sealer of Weights & Measures, upon her retirement from the Solano County Department of Agriculture/Weights & Measures with 31 years of public service in two California counties, including over 10 years of dedicated service to Solano County.

SUMMARY/DISCUSSION:

Simone Hardy began her public service career in December 1987 as an Insect Detection Specialist in the San Diego County Department of Agriculture, Weights & Measures. She later accepted a position as a Supervising/Deputy Agricultural Standards Inspector in the San Diego County Department of Agriculture, Weights & Measures, and served in that capacity until 2008 when she was hired as the Assistant Agricultural Commissioner and Sealer of Weights & Measures for Solano County on September 22, 2008. On October 8, 2017, the Solano County Board of Supervisors appointed Ms. Hardy as the Solano County Agricultural Commissioner and Sealer of Weights & Measures.

Ms. Hardy will retire from Solano County on January 11, 2019, after serving Solano County's agricultural community for over 10 years. During her tenure, Ms. Hardy has consistently demonstrated professionalism and dedication to the citizens and farmers of Solano County.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item is nominal and absorbed by the department's

FY2018/19 Adopted Budget. The costs associated with preparation and purchase of the resolution materials and plaque are included in the Board's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to adopt and present a plaque and resolution of appreciation; however, this is not recommended because this is an opportunity to recognize Simone Hardy's dedication and outstanding contributions to the County.

OTHER AGENCY INVOLVEMENT:

There is no other agency involvement.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2019 -

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
HONORING JULIA SIMONE HARDY, AGRICULTURAL COMMISSIONER AND
SEALER OF WEIGHTS & MEASURES, UPON HER RETIREMENT FROM
THE DEPARTMENT OF AGRICULTURE/WEIGHTS & MEASURES
WITH 31 YEARS OF PUBLIC SERVICE IN TWO CALIFORNIA COUNTIES,
INCLUDING OVER 10 YEARS OF DEDICATED SERVICE TO SOLANO COUNTY**

WHEREAS, Julia Simone Hardy began her 31-year career in public service in December 1987 as an Insect Detection Specialist in the San Diego County Department of Agriculture, Weights & Measures' Office, and later accepted a position as a Supervising/Deputy Agricultural Standards Inspector in the San Diego County Department of Agriculture, Weights & Measures; and

WHEREAS, on September 22, 2008, Ms. Hardy was hired as the Assistant Agricultural Commissioner and Sealer of Weights & Measures for Solano County; and

WHEREAS, on October 8, 2017, the Solano County Board of Supervisors appointed Ms. Hardy as the Solano County Agricultural Commissioner and Sealer of Weights & Measures; and

WHEREAS, Ms. Hardy was responsible for the implementation and enforcement of specified State laws and regulations at the local level as well as other duties as assigned or directed by the Board of Supervisors; and

WHEREAS, as the Agricultural Commissioner, Ms. Hardy enforced pesticide regulations thereby protecting agricultural workers and the environment, while ensuring consumers are provided with food that is both safe and wholesome; and

WHEREAS, Ms. Hardy likewise served to prevent the introduction of pests in to Solano County and California that would be detrimental to agriculture and the environment, and to further carry out a comprehensive program to detect and eradicate those detrimental pests; and

WHEREAS, Ms. Hardy also served as the Sealer of Weights & Measures, which protects the consumer and business with fair and impartial enforcement of State laws and regulations pertaining to measurement standards; and

WHEREAS, Ms. Hardy also worked on Solano Grown, for which the County was recognized by the State for the successful and viable web utilization, public information, marketing and branding of local agriculture; and

WHEREAS, Ms. Hardy facilitated the Solano County Agricultural Advisory Committee, which is charged by the County Board of Supervisors to study problems of general or specific interest to the Board, and make reports and recommendations to the Board that will promote agriculture prosperity and sustainability within Solano County; and

WHEREAS, Ms. Hardy also served as the California Agricultural Commissioners and Sealers Association's (CACASA) representative on the California Department of Food and Agriculture's (CDFA) Shell Egg Advisory Committee (SEAC) which makes recommendations to the CDFA on all matters pertaining to quality standards for shell eggs and uniformity of inspections; and

WHEREAS, Ms. Hardy has earned the admiration and respect of those who have had the privilege of working with her over the course of her 31 years in public service.

NOW, THEREFORE BE IT RESOLVED, that the Solano County Board of Supervisors hereby recognizes Julia Simone Hardy for her years of dedicated service to the citizens and farmers of Solano County, and wishes her success in her future endeavors and a long, happy, and well-deserved retirement.

Dated this 8th day of January, 2019

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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Agenda Submittal

Agenda #:	4	Status:	Presentation
Type:	Presentation	Department:	Health and Social Services
File #:	18-909	Contact:	Gerald Huber, 784-8400
Agenda date:	01/08/2019	Final Action:	
Title:	Approve and present a plaque of appreciation honoring Suzanne Kiesz, Social Services Supervisor, upon her retirement from the Department of Health and Social Services, Division of Child Welfare Services with over 24 years of dedicated public service in child welfare, with 12 years serving in Solano County (Chair Vasquez)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services recommends that the Board approve and present a plaque of appreciation honoring Suzanne Kiesz, Social Services Supervisor, upon her retirement from the Department of Health and Social Services, Division of Child Welfare Services with over 24 years of dedicated public service in child welfare, with 12 years serving in Solano County.

SUMMARY/DISCUSSION:

Suzanne Kiesz began her career with Solano County on October 30, 2006, when she was hired as a Social Services Supervisor for Staff Development and Training in the Child Welfare Services Division.

Ms. Kiesz has provided significant contributions to the County's Child Welfare Services, including developing the social worker training program for Child Welfare Services, serving as a trainer for new and continuing employees, supervising the Adoptions Unit, and serving as the champion on permanency and concurrent planning for children where family reunification was not possible. During her eight-year tenure with the Adoption Program, Ms. Kiesz supervised adoption finalizations for 308 children and 99 children into guardianship.

Throughout Ms. Kiesz's career with Solano County, she has shown commitment and dedication as an advocate for permanency, an educator of peers and staff, and a voice for the voiceless. Ms. Kiesz has provided optimal services over the years to children and youth striving to ensure that their past traumas do not serve as barriers for their futures. Ms. Kiesz embodies the values and principles of social work and is described as patient, caring, supportive, and inspirational.

FINANCIAL IMPACT:

The cost associated with preparing the agenda item is nominal and absorbed by the Department's FY2018/19 Adopted Budget. The costs associated with preparation and purchase of the plaque is included in the Board's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to approve a plaque honoring Suzanne Kiesz. This is not recommended as this is an opportunity to recognize Ms. Kiesz's dedication and contribution to the County.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



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Agenda Submittal

Agenda #:	5	Status:	Presentation
Type:	Presentation	Department:	Assessor/Recorder
File #:	19-19	Contact:	Marc Tonnesen, 784-6203
Agenda date:	01/08/2019	Final Action:	
Title:	Approve and present a plaque of appreciation honoring Marianne Moresi, Office Assistant II, upon her retirement from the Solano County Department of the Assessor/Recorder with 12 years of dedicated service to Solano County (Supervisor Brown)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of the Assessor/Recorder recommends that the Board of Supervisors approve and present a plaque of appreciation honoring Marianne Moresi, Office Assistant II, upon her retirement with 12 years of dedicated service to Solano County.

SUMMARY:

Marianne Moresi began her career with Solano County in November 2006 and is retiring after 12 years of service. Prior to joining the Assessor/Recorder she worked for Department of Library Services and Department of Child Support Services. In September 2011, Ms. Moresi joined the Assessor/Recorder's Department as an Office Assistant II and enjoyed serving the public and working with the many team members from each department.

Ms. Moresi was assigned to the Clerical Unit where she had served the public, providing quality customer service and essential support, answering questions, collecting claim forms, high-volume processing of building permits from seven government agencies, and scanning thousands of documents to assist the department with its goal of moving toward electronic filing. Marianne had been flexible in responding to the fluctuating clerical and customer service responsibilities, committed to productivity and maintaining a useful disposition. She frequently acted as the "go to point person" in completing scanning, coding, and filing projects. She was a valued member of the department and her friendly and positive attitude will be missed.

Ms. Moresi will retire effective January 12, 2019. Throughout her career with Solano County, she demonstrated dedication and commitment to her work. We wish her luck and success in her retirement as she ventures off to volunteer within our community.

FINANCIAL IMPACT:

The cost associated with preparing the agenda item is nominal and absorbed by the department's FY2018/19 Adopted Budget. The costs associated with preparation and purchase of the plaque are included in the Board's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose to not approve the resolution and plaque of appreciation. This is not recommended as this is an opportunity to recognize Marianne Moresi's dedication and contribution to Solano County.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

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

Agenda Submittal

Agenda #:	6	Status:	Presentation
Type:	Presentation	Department:	Assessor/Recorder
File #:	19-20	Contact:	Marc Tonnesen, 784-6210
Agenda date:	01/08/2019	Final Action:	
Title:	Receive a presentation from the Assessor/Recorder on the selection of Athena Couvillion for "Employee of the Month" for January 2019		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

Staff recommends the Board receive a presentation by the Assessor/Recorder's Office on the selection of Athena Couvillion as the January 2019 "Employee of the Month" for the County Administration Center Parking Program; as such, the designation will make her eligible to use the parking space designated for this honor.

SUMMARY:

In December 2006 the Board of Supervisors approved an ongoing County Administration Center "Employee of the Month" Parking Program for County employees.

The month of January has been designated as the month for the Assessor/Recorder department to recognize one of our exemplary employees. Athena Couvillion was selected for this honor.

Athena Couvillion was chosen as employee of the month for the outstanding work, support and leadership she provides to the entire Assessor/Recorder's Department. In 2013, Athena was hired as an Office Assistant II to provide clerical support to the Assessor's Division. She quickly mastered her assigned tasks and was promoted to an Office Assistant III for the Recorder's Division in 2015. She was able to learn the Official Records process by indexing and verifying numerous documents on a daily basis. Recognizing her attention to detail and excellent work product, she was assigned the challenging task of handling the property tax exemptions application and processing for the Assessor's Division. She expanded her knowledge of complex property tax exemption programs and provided quality customer service to many churches, schools, and disabled veterans by assisting them with the exemptions application process. In May 2018, Athena was promoted to the Assessors Clerical Operations Supervisor position and has met the challenge of transitioning to a leadership role head on. During the transition and challenging times finding a qualified candidate to fill her old position, she not only continued to complete and meet exemptions work deadlines, but also learned to be an effective leader to the Assessor's Clerical team. Athena continues to grow her knowledge base of complex property tax and assessment processing and has immersed herself in growing as a leader within the

Assessor/Recorder's office by attending the Solano County Leadership Academy. Athena Couvillion is an asset to the Assessor/Recorder's Department and we acknowledge her exceptional work by choosing her as the January 2019 Solano County Employee of the Month.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could elect to name someone else as the Employee of the Month; however, this alternative is not recommended as Athena Couvillion is deserving of the Board's "Employee of the Month Parking" program.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office concurs with Department's request.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



Solano County

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Agenda Submittal

Agenda #:	7	Status:	Presentation
Type:	Resolution-Presentation	Department:	Board of Supervisors
File #:	19-35	Contact:	Monica Brown, 784-3031
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt and present a resolution recognizing Monday January 21, 2019 as Martin Luther King Jr. day in Solano County (Supervisor Brown)		
Governing body:	Board of Supervisors		
District:	District 2		
Attachments:	A - Resolution		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

Supervisor Brown recommends that the Board of Supervisors adopt and present a resolution recognizing Monday January 21, 2019 at Martin Luther King Jr. day in Solano County.

SUMMARY:

The Reverend Dr. Martin Luther King Jr's birthday is celebrated the third Monday in January. This day is celebrated in recognition of Dr. King's work to achieve equality for all people.

FINANCIAL IMPACT:

The costs associated with preparing this agenda item are nominal and absorbed by the District 2 FY2018/19 Adopted budget.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2019 -

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING JANUARY 21, 2019 AS MARTIN LUTHER KING JR. DAY

WHEREAS, On January 12, 1929, the Reverend Doctor, Martin Luther King Jr. was born in Atlanta, Georgia; and

WHEREAS, Dr. King dedicated his life to a non-violent movement to achieve freedom and equality for all people; and

WHEREAS, on August 28, 1963, in Washington D.C., Dr. King delivered his "I Have a Dream" speech to a quarter million people at the March on Washington for Jobs and Freedom; and

WHEREAS, Dr. King's work resulted in the landmark Civil Rights Act of 1964 and the Voting Rights Act of 1965, federal legislation aimed at ensuring equality in public accommodations and access to the right to vote; and

WHEREAS, Dr. King's work brought our nation closer to achieving his dream of a society where all people have an equal opportunity to succeed; and

WHEREAS, Dr. King worked to fulfill his dream in spite of great personal cost to himself and his family; and

WHEREAS, the ideals of Dr. King's dream must continue to be instilled in the next generation and kept alive by our collective efforts to achieve the society Dr. King dreamed of; and

WHEREAS, we best honor Dr. King's work by striving every day to bring his dream of equal opportunity closer to reality.

NOW, THEREFORE BE IT RESOLVED, that the Solano County Board of Supervisors do hereby proclaim the 21st day of January 2019 as Martin Luther King Jr. Day and encourage all residents of Solano County to partake in celebrations of Dr. King's legacy.

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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Fairfield, California 94533
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Agenda Submittal

Agenda #:	8	Status:	Presentation
Type:	Resolution-Presentation	Department:	Health and Social Services
File #:	18-903	Contact:	Gerald Huber, 784-8400
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt and present a resolution recognizing the month of January 2019 as National Eligibility Workers Appreciation Month, honoring Solano County's eligibility workers (Supervisor Thomson)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - 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 Department of Health and Social Services (H&SS) recommends the Board adopt and present a resolution recognizing the month of January 2019 as National Eligibility Workers Appreciation Month, honoring Solano County's eligibility workers.

SUMMARY/DISCUSSION

Established in 1975 by the National Eligibility Workers Association, January has been designated as National Eligibility Workers Appreciation Month. The designation offers the opportunity to recognize the commitment, integrity and professionalism of Solano County's eligibility workers as frontline providers to the residents of Solano County in removing barriers and administering support programs that aid individuals and families maintaining or regaining economic, emotional, and social stability. Through their work in Employment and Eligibility Services, Child Welfare Services and Older and Disabled Adult Services, eligibility workers assist residents from various socioeconomic backgrounds in accessing public assistance programs while ensuring compliance with ever changing complex federal and State regulations, policies and procedures.

Eligibility workers directly touch the lives of over 125,000 Solano County residents, serving a critical role in supporting a healthy, stable, and safe community. Over 107,000 men, women, children, disabled, and seniors residing in Solano receive health care coverage through Medi-Cal enabling preventative care which improves the ability to stay healthy and fully participate in work, family, and living life fully; and protecting against medical bills that can be fiscally devastating in the wake of unexpected significant health care needs. More than 20,000 households depend on nutrition subsidies through the CalFresh program and approximately 4000 families receive cash assistance through the California Work Opportunity and Responsibility to Kids (CalWORKs) program for basic needs such as rent, utilities and clothing. The CalWORKs program also provides access to the Welfare to Work program which provides employment assistance and training to support families in gaining sustained employment.

Through extensive program training, eligibility workers explain and apply complex regulations governing public assistance while issuing benefits accurately and efficiently. Solano's eligibility workers handle over 10,000 calls per month and process an average of over 3,900 applications per month.

Although the County takes this opportunity to recognize the dedicated efforts of eligibility workers during the month of January, it also acknowledges their commitment all year long. They successfully fulfill the mission of H&SS by providing cost effective services, strengthening families and improving the quality of life in the community and upholding the County's core values of performing their work with integrity and excellence.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget. The costs associated with preparation and purchase of the resolution materials and plaque are included in the Board's FY2018/19 Adopted Budget. There is no impact to the County General Fund with the adoption of the resolution.

ALTERNATIVES:

The Board may choose not to adopt the resolution honoring Solano County's eligibility workers in recognition of National Eligibility Workers Month. However, this is not recommended as it is an opportunity to acknowledge the valuable role eligibility workers provide in supporting a healthy, stable, and safe Solano County community.

OTHER AGENCY INVOLVEMENT:

There is no other agency involvement.

CAO RECOMMENDATION:

APPROVE DEPARTMENT RECOMMENDATION

Resolution No. 2019 -

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING THE MONTH OF JANUARY 2019 AS NATIONAL ELIGIBILITY WORKERS' MONTH IN SOLANO COUNTY

WHEREAS, January is designated as National Eligibility Workers' Month, offering the opportunity to recognize the commitment, integrity and professionalism of Solano County's eligibility and employment workers for their invaluable role in the lives of children, women, men, and families maintaining or regaining economic, emotional, and social stability; and

WHEREAS, although Solano County continues to experience a stronger economy, many residents still face ongoing challenges related to healthcare, food, nutrition, employment and other supportive services and eligibility workers remain committed to making a difference in these individuals' lives by being compassionate, knowledgeable, and empowering customers to work towards self-sufficiency; and

WHEREAS, eligibility workers explain and adhere to complex regulations governing various public assistance programs while issuing benefits accurately, efficiently through quality customer service; and

WHEREAS, eligibility workers successfully fulfill the mission of Solano County Health & Social Services by promoting a healthy, safe, and stable community, strengthening families and improving the quality of life in the community, and upholding the County's core values of performing their work with integrity and excellence.

NOW, THEREFORE, BE IT RESOLVED, that the Solano County Board of Supervisors does hereby commend the dedicated eligibility and employment staff in the Department of Health and Social Services, Employment and Eligibility Services, Child Welfare Services and Older and Disabled Adult Services divisions.

Dated this 8th day of January, 2019

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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Fairfield, California 94533
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Agenda Submittal

Agenda #:	9	Status:	Presentation
Type:	Resolution-Presentation	Department:	Health and Social Services
File #:	18-910	Contact:	Gerald Huber, 784-8400
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt and present a resolution recognizing the month of January 2019 as National Slavery and Human Trafficking Prevention Month in Solano County (Supervisor Hannigan)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution		

Date:	Ver.	Action By:	Action:	Result:
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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 the month of January 2019 as National Slavery and Human Trafficking Prevention Month in Solano County.

SUMMARY:

In January 2010 President Obama instituted an annual month of awareness events on human trafficking with a proclamation declaring January as National Slavery and Human Trafficking Prevention Month. Throughout the month, advocates, organizations, and individuals unite globally to raise awareness about human trafficking prevention. It is estimated that more than 25 million men, women, and children around the world are victims of human trafficking. Human trafficking victims are forced to work in various forms of labor exploitation including, but not limited to, commercial sex and other services that are induced through force, fraud, or coercion. Raising awareness is key to effectively ending human trafficking which starts with acknowledging its existence.

FINANCIAL IMPACT:

The cost associated with preparing this agenda item is included in the Department's FY2018/19 Adopted Budget. The costs associated with preparation and purchase of the resolution materials are included in the Board's FY2018/19 Adopted Budget. There is no additional impact to the County General Fund.

DISCUSSION:

Human trafficking is a devastating crime that threatens society's most vulnerable, exploiting them for sex, labor, and servitude. It is an illegal trade in human beings through recruitment or abduction, by means of force, fraud or coercion for purposes of forced labor, debt bondage or sexual exploitation.

Global research reveals the most common form of human trafficking (79%) is sexual exploitation. The victims are predominantly women and girls. Surprisingly, in 30% of the countries which provided information on the gender of traffickers, women make up the largest proportion of traffickers. In some parts of the world women trafficking women is the norm.

The second most common form of human trafficking is forced labor (18%), although this may be a misrepresentation because forced labor is less frequently detected and reported than trafficking for sexual exploitation. Worldwide, almost 20% of all trafficking victims are children. However, in some parts of Africa and the Mekong region, children are the majority (up to 100% in parts of West Africa).

Some common precursors to exploitation include a history of sexual abuse. At least 90% of identified commercially sexually exploited children have a prior history of sexual abuse. Sadly, the average age of entry into commercial sexual exploitation is 12-14 for girls and 11-13 for boys. Often young people are not identified right away, but rather later, after many years of experiencing the compounded trauma of being sold into what is commonly referred to as “modern day slavery.”

Solano County’s Commercial Sexual Exploitation of Children (CSEC) Steering Committee, a countywide committee of elected, health, justice, education and community-based organization representatives, is seeking a proclamation naming January 2019, as Human Trafficking Awareness Month in Solano County.

Solano County CSEC Steering Committee brings concerned professionals and community members together to coordinate a countywide system of support for victims; raise awareness so that the invisibility of the issue is erased and human trafficking is visible and on the public radar; hold traffickers and purchasers accountable and provide intervention to greatly reduce the demand for labor and sex trafficking; support the court, justice, education and social service systems to become trained and educated to understand the dynamics of commercial sexual exploitation so that youth are not blamed or criminalized for their own victimization; assist the community in identifying sex trafficking victims and those at-risk so they may be routed to appropriate services; identify and build resources within the community to aid in the recovery of the victims; and create opportunities and partnerships with a shared mission of ending human trafficking in Solano County.

This year the CSEC Steering Committee expanded its prevention outreach efforts to incorporate the PROTECT curriculum, a human trafficking prevention education program that educates teachers and students about red flags, protocols, and ways to prevent exploitation through an online curriculum. The program is funded by Child Welfare Services. In partnership with the Solano County Office of Education the PROTECT training will be incorporated in all school districts in an effort to eradicate human trafficking in Solano County. The target population for this training are students in the 7th, 9th and 11th grade.

In recognition of Human Trafficking Prevention Month, community partners have planned countywide activities in an effort to create awareness and prevent human trafficking.

ALTERNATIVES:

The Board may choose not to adopt and present the resolution. This is not recommended because this is an opportunity to raise awareness and promote community discussion regarding the prevention of human trafficking.

OTHER AGENCY INVOLVEMENT:

The Solano County CSEC Committee endorses the resolution and activities planned throughout Human Trafficking Awareness Month.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Resolution No. 2019 -

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS DESIGNATING THE MONTH OF JANUARY 2019 AS HUMAN TRAFFICKING AWARENESS MONTH IN SOLANO COUNTY

WHEREAS, it is estimated that more than 25 million men, women, and children around the world are victims of human trafficking; with an estimated 300,000 children sex trafficked in the United States; and

WHEREAS, Human Trafficking Awareness month was established in January 2010 to bring to light the issue of modern day slavery and proclaim the inherent freedom that should be afforded to all people; and

WHEREAS, the Child Welfare Services Commercially Sexually Exploited Children Steering Committee consists of a collaboration of invested individuals from social services, mental health services, public health services, law enforcement, the District Attorney's office, faith-based groups, community-based organizations, community members and survivors who address the issue of exploitation; and

WHEREAS, youth of color, LGBTQ youth, and those made most vulnerable through socio-economic barriers are disproportionately affected with at least 90% having a prior history of sexual abuse with the average age of entry into commercial sexual exploitation 12-14 years old for girls and 11-13 years old for boys; and

WHEREAS, human trafficking victims are forced to work in various forms of labor exploitation including, but not limited to, commercial sex acts and other services that are induced through force, fraud, or coercion; and

WHEREAS, increased education about how to identify human trafficking along with increased knowledge of State resources and services for those affected by criminal exploitation can help decrease the number of future victims; and

WHEREAS, Solano County is striving to become a place where human trafficking does not exist and the basic human values of freedom, dignity and respect are available to all who live, learn, work and play within our borders and, moreover, is committed to creating legal frameworks for investigating human trafficking and prosecuting those engaged in it; and

WHEREAS, Human Trafficking Awareness Month is an opportunity to recognize the critical role we all play in preventing, reporting, and adjudicating these heinous crimes.

NOW, THEREFORE BE IT RESOLVED that the Solano County Board of Supervisors hereby designates month of January 2019 as Human Trafficking Awareness Month and encourages all residents to learn more about the issue of human trafficking and become part of the solution.

Dated this 8th day of January, 2019

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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Agenda Submittal

Agenda #:	10	Status:	Presentation
Type:	Presentation	Department:	Board of Supervisors
File #:	19-11	Contact:	Matthew A. Davis, 784-6111
Agenda date:	01/08/2019	Final Action:	
Title:	Receive a presentation of the 2018 Annual Report		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - 2018 Annual Report		

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 a presentation on the County of Solano 2018 Annual Report.

SUMMARY/DISCUSSION:

Each year the County Administrator's Office prepares an annual report designed to provide information to the public and employees regarding the activities and accomplishments of County government during the current calendar year. The 2018 Annual Report is a six-page full-size brochure that showcases a sampling of the activities that support the vision, mission and goals adopted by the Board of Supervisors in 2006 and reviewed and validated in January 2013.

FINANCIAL IMPACT:

The cost of producing the 2018 Annual Report is \$4,206, a General Fund expense that was included in the FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could decide not to receive the presentation.

OTHER AGENCY INVOLVEMENT:

County Administrator's staff has worked with all departments in preparation of the 2018 Annual Report.



439,793
total population living
in 909 square miles



\$63,783
median household
income in 2017



AGE DISTRIBUTION
25.3% age 19 and younger, 61.1%
age 20 to 64 and 13.6% over 65



ETHNICITIES
37.6% white, 28.4% Hispanic,
14.2% Asian, 14.2% African
American and 5.6% other



WALNUTS
top the 2017 crop report valued
at \$350 million for all crops



\$55 BILLION
total property tax assessment of
all properties in Solano County

Dear Residents of Solano County -

On behalf of the Solano County Board of Supervisors and County staff, we are pleased to present to you our 2018 annual report. This year we have continued our commitment to supporting County programs and services that have a positive impact on our residents, including the health, safety and overall wellbeing of those who live, learn, work and play in Solano County.

On June 19, 2018, we adopted a comprehensive and balanced budget of more than one-billion dollars, making us well positioned, financially, to provide the programs and services necessary to help our residents thrive. This is accomplished, in part, due to our diverse economic base, proximity to the job markets in the greater Bay Area and Sacramento, and the County's fiscally prudent management policies.

On September 18, 2018, the County launched the new Mobile Food Rx program, a food truck that delivers fresh and nutritious food to food-insecure families in need. Coordinated by the District 1 Supervisor Erin Hannigan, and in cooperation with the Food Bank of Solano and Contra Costa, the Mobile Food Rx program is made possible through a generous donation from the Yocha Dehe Wintun Nation. Additionally, VibeSolano, as part of the donation, successfully completed two more healthy store makeovers and installed 30 water bottle refilling stations at schools across the County. These programs serve to increase public access to healthier food and beverage options while working to decrease chronic and preventable diseases like obesity, high blood pressure and diabetes.

This fall, in the wake of the recent California wildfires, the Solano County Sheriff's Office of Emergency Services, in partnership with the seven cities and Travis Air Force Base, launched Alert Solano, a new state-of-the-art emergency notification system. Solano public safety officials can now send out customized text messages to anyone in a selected area, warning them of potential dangers, all without having to send out mass alerts. This technology-based solution gives officials the ability to connect directly with their intended audience – mobilizing them quickly out of harm's way.

Most recently, the Board of Supervisors voted to establish two new advisory boards, including the Solano Commission for Women and Girls and the Napa / Solano Area Agency on Aging oversight board. These advisory boards play a critical role in the wellbeing of women, girls and the elderly by providing advice and recommendations to County staff and the Board of Supervisors.

Finally, in closing the books on 2018, we invite you to explore our annual report and encourage you to visit our website, SolanoCounty.com, where you will find many more accomplishments. We thank our employees for their hard work and commitment to making Solano County a wonderful place to live, learn, work and play and look forward to the future as we continue to work with our partners – the seven cities and Travis Air Force Base – to continually create, administer and improve the programs and services our residents rely on.

John M. Vagquez
Chair, District 4 Supervisor

Borgitta E. Conzelle
County Administrator

CONNECTING VETERANS TO THEIR BENEFITS

Solano County is home to more than 34,000 veterans and 90,000 of their dependents. The County's Veteran Service Office (VSO) helps veterans and their dependents get connected to the benefits they've earned as part of their military service. In 2018, the VSO filed more than 7,000 claims, resulting in \$35.4 million in Federal dollars in pension and compensation claims. Solano VSO has been recognized as number one in the state, with an average participation rate of 34.7 percent, 10.7 percent higher than the state and national averages. Veterans access the VSO for help with a variety of benefit claims, including college tuition assistance, health and medical care, dependent assistance, injury claims and legal counsel. Veterans interested in receiving assistance with their benefits can call the Solano County VSO at (707) 784-6590.

HELPING PARENTS SUPPORT THEIR FAMILIES

The Department of Child Support Services (DCSS) has partnered with the Solano Workforce Development Board (WDB) and Solano Superior Court to assist unemployed and under-employed parents, including those who are formerly incarcerated, in finding and maintaining employment. Job seekers are referred by DCSS and the Superior Court to the WDB for access to free training, workshops and job referrals with the goal of sustained employment.



Young Eagle at the Nut Tree Airport in Vacaville

NUT TREE AIRPORT YOUNG EAGLES PROGRAM

The Experimental Aircraft Association (EAA), based at the County's Nut Tree Airport, gives young people, ages 8-17 a chance to start their aviation journey as part of the Young Eagles program. The EAA volunteer pilots promote a safe and fun aviation learning experience, giving Young Eagles the opportunity to provide technical assistance to aviators who wish to build and maintain their aircraft. In return, Young Eagles go on free introductory flights by EAA volunteer pilots. The program, which continues to grow in popularity, served more than 500 children in 2018.

IMPROVE THE HEALTH AND WELLBEING OF THOSE WHO LIVE AND WORK HERE

Solano County is committed to the improvement of health and wellness of all those who live and work in our community and has quality programs and services to support these goals



Brandon Wood, Mary Bourguignon's son at the bench dedication

MEMORIAL BENCH FOR MARY B.

In August, the Library dedicated a Sensory Garden and a memorial bench for Mary Bourguignon, long-time library champion and literacy booster, behind the Fairfield Civic Center Library building near the pond. Bourguignon was the campaign manager for Measure B and Measure L, the 1/8th of a penny sales tax devoted exclusively to libraries which was passed in 1998 and again in 2014. Bourguignon was also active in the Solano County Library Foundation, serving as its executive director for two years and championing its pediatric literacy program, Reach Out and Read.

EXCELLENCE IN FINANCIAL REPORTING

The Solano County Auditor-Controller's Office received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR) for the fiscal-year ending June 30, 2017. The award is the highest form of recognition in governmental accounting and financial reporting. The County's annual financial documents, including the award-winning CAFR can be found at www.SolanoCounty.com/depts/auditor.

NEW VOCATIONAL CENTER NEARLY COMPLETE

The Solano County Sheriff's Office, in coordination with the Department of General Services, Capital Projects Management division, with bond financing from the Board of State and Community Corrections SB 1022 Adult Local Criminal Justice Facilities Construction Financing Program and County funds, is finishing construction of the new Rourk Vocational Training Center. Located next to the Claybank and Stanton Correctional Facilities, the new 39,000 square-foot facility features an educational building, equipped with classrooms, vocational training space and instructor-led program areas designed to help prepare the currently incarcerated with future employment skills. The facility will open in 2019.

COMMUNITY HELPS ERADICATE A PEST

The Mediterranean Fruit Fly (Med Fly), a pest that can destroy more than 250 commodities – including home gardens – was successfully eradicated from Solano County in 2018 after an eleven-month-long quarantine. The eradication effort was made possible through a collaboration with state / federal agricultural agency staff and the overwhelming community support, allowing the Solano County Department of Agriculture to deploy and monitor thousands of "bug trap tents" in homeowner's trees, plants and gardens.



Med Fly

BREASTFEEDING COALITION CELEBRATES 20 YEARS

The Solano County Department of Health and Social Services, Public Health division, celebrated the Solano County Breastfeeding Coalition's twenty-year anniversary by providing breastfeeding education and resources to community healthcare professionals, mothers and families. In partnership with the San Jose Mothers' Milk Bank, the department helped encourage Solano County mothers to donate their extra breast milk for babies in the Neonatal Intensive Care Units (NICU) to help premature infants thrive. Just one-quarter of one ounce of breastmilk can help a premature infant thrive. In 2018, the department collect more than 2,000 ounces.



Reta Willis is the County's oldest living Centenarian at 107 years old

TWELFTH ANNUAL CENTENARIAN CELEBRATION

The Solano County Board of Supervisors, with support of the Solano County Department of Health and Social Services and the Senior Coalition of Solano County, celebrates the stories and lives of our most senior residents – our centenarians. Together with their families and caregivers, the Board hosts the reception and asks about their pearls of wisdom on living to 100 years and beyond. In 2018 the County recognized 41 centenarians, representing more than 4,153 years of life experience.



Travis Air Force Base



Lake Solano County Park

HEALTH FAIR CONNECTS FAMILIES TO SERVICES

More than a thousand residents attended the fourth annual community Health Fair in Fairfield, hosted by the Solano County District Attorney and Solano Family Justice Center in October. Participants can meet with more than 90 local health-related vendors, connecting them to County Health Services, including free medical, dental and vision screenings, immunizations and family resource centers. The day-long event features activities for people of all ages, including food, music and children's activities.



Supervisor Erin Hannigan and Chairman Anthony Roberts

FOOD Rx BRINGS FOOD TO THOSE IN NEED

The Solano County Department of Health and Social Services, Medical Services division, entered an intergovernmental agreement with the Yocha Dehe Wintun Nation to receive \$400,000 of a \$1 million-dollar agreement to create a Mobile Food Rx program. In coordination with the Food Bank of Contra Costa and Solano County, the Mobile Food Rx program consists of a food truck that brings healthy and nutritious food to food-insecure patients of Solano County Health Services. The County received an additional \$1 million in funding from the Yocha Dehe Wintun Nation in November 2018, thanks to the coordination efforts of District 1 Supervisor Erin Hannigan.

ACCESSING COMMUNITY-BASED PROGRAMMING

First 5 Solano, Children and Families Commission, established the Help Me Grow (HMG) Solano database system in 2018, a centralized access point for children and families to be linked to community-based programs and services. The HMG Solano program served 1,660 individuals, helping them gain access to programs and services, including developmental, health, parent education, basic needs and childcare.

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

STEWARDSHIP OF OUR COMMUNITY

The Board of Supervisors make strategic investments in programs, services and infrastructure improvements for County residents of today and tomorrow

MEASURING AND WEIGHING - GET WHAT YOU PAY FOR
The Department of Agriculture, Weights and Measures uses special equipment to confirm and collaborate that pumps and scales used to weigh and sell goods are accurate. In 2018 department staff inspected, tested and sealed more than 5,000 commercial weighing stations throughout the County, including weighing devices at farmer's markets, produce stands, grocery stores, gas stations, retail and wholesale distributors, mobile home and recreational vehicle parks and marinas. Inspecting and testing scales helps ensure that the price you pay for goods and services is fair and accurate.



High school students at the second annual Kindness award ceremony

KINDNESS CAMPAIGN, ANTI-BULLYING VIDEO CONTEST
The Solano County District Attorney's Office, in coordination with the District 4 Supervisor's Office, hosted the second-annual Kindness Campaign, a countywide anti-bullying video contest. High school students from across the County submitted more than 70 videos, showcasing the power of what kindness can accomplish at school, at home and in our communities. For their efforts, students were invited to a red-carpet style viewing ceremony where they showcased their creations to an audience of student, parents, educators and members of law enforcement.

ALERTING RESIDENTS DURING AN EMERGENCY

The Solano County Sheriff's Office of Emergency Services (OES) launched the new AlertSolano.com emergency notification system in July, 2018, in coordination with the seven cities, Travis Air Force Base and unincorporated areas. The new emergency alert system gives users the option to register multiple communication devices, including cell phones, land-lines, voice over IP (VOIP) and other internet-connected smart devices. Alert Solano gives OES emergency managers the ability to send text messages to anyone with a cell phone in a selected area, helping them target users to get them out of harm's way without having to send a mass-alert. Since the platform launch, more than 14,000 people have registered, thanks to an extensive community outreach campaign.

SIGN UP FOR ALERTS @
www.AlertSolano.com



County Administrator's Office | 675 Texas Street, Ste. 6500, Fairfield, CA 95433
(707) 784-6100 or (866) 7-SOLANO | fax (707) 784-7975 | www.SolanoCounty.com
Contact Matthew Davis at (707) 784-6111 and MDavis@SolanoCounty.com



Center for Positive Change graduation, photo credit Daily Republic

PUBLIC SAFETY THROUGH EDUCATION

The Solano County Probation Department is transforming lives through education. In partnership with the Solano County Office of Education, Five Keys Charter School, and Solano Community College, the Probation Department is working with local educators at their Fairfield, Vallejo, and at the Juvenile Detention Facility campus and Centers for Positive Change, providing college, high school, and GED courses. Since the program started in 2016, 42 youth and 57 adults have received their high school diploma, further enriching our communities.

IMPROVING ACCESS TO CRITICAL PUBLIC SAFETY DATA

The Solano County Public Defender and Alternate Defender's Office went live on their new e-Defender case management system earlier this year in their misdemeanor unit. The electronic document system allows the department to download and access new information on their clients from the Courts every day, adding new discovery, and maximizing access to all critical information. The department will implement the new system in their felony units next year and hopes to become fully paperless soon, eliminating the need for data entry and scanning of documents.



Supervisor Jim Spering, County and STA staff at Transportation Awards

COUNTY RECEIVES ANNUAL TRANSPORTATION AWARDS

The Solano County Department of Resource Management, Engineering and Road Maintenance divisions were recognized at the 2018 Solano Transportation Authority (STA) annual awards for Project Delivery and Agency of the Year. The awards recognize and celebrate local agencies for their significant contributions to the community, including programs, activities and projects that improve mobility, travel safety and economic vitality for everyone who lives, works and plays in Solano County.

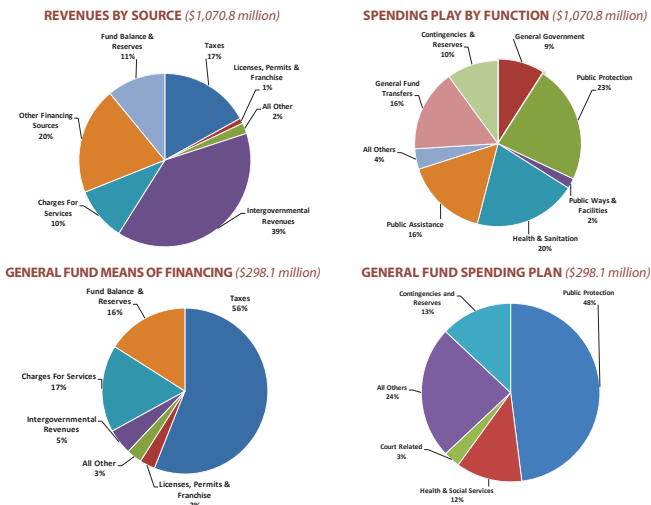


Get social with us! Explore all of our social media portals when you visit www.SolanoCounty.com and click "Get Social".

FISCAL RESPONSIBILITY

Solano County strives to provide programs and services for our residents that use taxpayer dollars responsibly and sustainably as part of a balanced budget

FISCAL YEAR 2018-2019 ADOPTED BUDGET



ENSURE RESPONSIBLE AND SUSTAINABLE LAND USE

The Board of Supervisors considers the environment when creating policy and works to create a place where people may choose to live, work and play that respects and protects our precious natural resources

HELPING ALMOND GROWERS FARM EFFICIENTLY

The University of California Cooperative Extension (UCCE), a partnering agency with Solano County, supports farmers and ranchers in the agricultural community by providing them with research solutions to help them improve their crops and best management practices. Earlier this year, Katherine Jarvis-Shean, an Orchard Crops Advisor for the UCCE, developed the Young Orchard handbook, a science-based document that helps growers maximize their irrigation, fertilization, pruning and disease management practices. The publication is helping farmers grow almonds – a crop that has expanded by 460 percent in Solano County since 2010 – more efficiently and sustainably.

CHILDREN LEARNING ABOUT SUSTAINABLE LAND USE

More than 1,000 students from K-12 schools in Solano County participated in environmental education programs coordinated by Solano Resource Conservation District, funded primarily by the Solano County Department of Resource Management. The curriculum utilizes classroom and field-based learning best practices to help students explore local watersheds and the influence of human activity on ecosystems. Students become scientists, naturalists and conservationists, learning ways to reduce, reuse, recycle and to preserve and protect our natural resources, including the ecologically diverse Suisun Marsh.



SOLANO COUNTY | 2018 ANNUAL REPORT



Erin Hannigan
District One



Monica Brown
District Two



Jim Spering
District Three



John Vasquez
District Four



Skip Thomson
District Five

675 Texas Street, Fairfield, CA
www.SolanoCounty.com



Solano County

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

Agenda Submittal

Agenda #:	11	Status:	Presentation
Type:	Miscellaneous	Department:	Board of Supervisors
File #:	19-40	Contact:	Jeanette Neiger, 784-6125
Agenda date:	01/08/2019	Final Action:	
Title:	Consider the following:		
	A. Nomination and election of Chair		
	B. Nomination and election of Vice-Chair		
	C. Nomination and election of Chair Pro Tem		
	D. Seating selection at the dais		
	E. Presentation to outgoing Chair		
	F. Remarks by Supervisors		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
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Solano County

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

Agenda Submittal

Agenda #:	12	Status:	Consent Calendar
Type:	Minutes	Department:	Clerk of the Board of Supervisors
File #:	19-59	Contact:	Jeanette Neiger, 784-6125
Agenda date:	01/08/2019	Final Action:	
Title:	Approve the minutes of the Solano County Board of Supervisors meetings of August 28, September 11, September 25, October 2, and October 23, 2018; and Approve the minutes of the Solano County Housing Authority for October 2, 2018		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Minutes - August 28, 2018, B - Minutes - September 11, 2018, C - Minutes - September 25, 2018, D - Minutes - October 2, 2018, E - Minutes - October 23, 2018, F - Minutes - SCHA October 2, 2018		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

Presented for your approval are the minutes of the Solano County Board of Supervisors meetings of August 28, September 11, September 25, October 2, and October 23, 2018; and the minutes of the Solano County Housing Authority for October 2, 2018.



Solano County

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

Minutes - Draft Board of Supervisors

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

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

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

*James P. Spering (Dist. 3)
(707) 784-6136*

*Skip Thomson (Dist. 5)
(707) 784-6130*

Tuesday, August 28, 2018

8:30 AM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Board of Supervisors met on the 28th day of August 2018 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 8:30 A.M. Present were Supervisors Brown, Spering, Thomson and Chair Vasquez. Supervisor Hannigan was excused. Chair Vasquez presided. Also present were County Administrator Birgitta E. Corsello and County Counsel Dennis Bunting.

ROLL CALL

John M. Vasquez, Monica Brown, James P. Spering and Skip Thomson. Erin Hannigan was excused.

CLOSED SESSION

On motion of Supervisor Thomson, seconded by Supervisor Spering, the Board amended the Closed Session agenda to include the following matter: Conference with Legal Counsel: Existing Litigation: The People vs. Con Agra et. al. So ordered by 4-0 vote.

The Solano County Board of Supervisors recessed to Closed Session at 8:31 A.M. to discuss the following matters:

1 [18-603](#)

Conference with Real Property Negotiators: Property: APN: 0178-200-040, St. Francis Way, Rio Vista; Agency negotiators: Birgitta E. Corsello, County Administrator, Nancy Huston, Assistant County Administrator, Michael Lango, General Services Director and Keith Hanson, Real Estate Services Manager; Negotiating party: Gerry Raycraft; Under negotiation: Price and terms

Conference with Real Property Negotiators: Property: APN: 0027-360-150, 425-427 Executive Court, Fairfield; Agency negotiators: Birgitta E. Corsello, County Administrator, Nancy Huston, Assistant County Administrator, Michael

Lango, General Services Director and Keith Hanson, Real Estate Services Manager; Negotiating party: Ken Rowett; Under negotiation: Price and terms

Conference with Real Property Negotiators: Property: All or parts of APNs: 0042-010-40, 0042-040-11, 0042-100-01, 0042-100-03, 0042-100-05, 0174-130-01, 0174-130-05, 0174-140-02, 0174-150-03, 0174-150-09, Wilcox Ranch; Agency negotiators: Birgitta E. Corsello, County Administrator, Nancy Huston, Assistant County Administrator and Michael Lango, General Services Director; Negotiating parties: Colonel Matthew A. Leard and Sean Ayers; Under negotiation: Price and terms

Attachments: [A - Memorandum](#)
[Minute Order](#)

On motion of Supervisor Thomson, seconded by Supervisor Brown, the Board approved the addition of the following item to the Closed Session agenda:

Conference with Legal Counsel: Existing Litigation: The People vs. ConAgra Grocery Products Company, et. al.

So ordered by 4-0 vote.

RECONVENE

This meeting of the Solano County Board of Supervisors reconvened at 9:00 A.M. All members were present and Chair Vasquez presided.

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

County Counsel Dennis Bunting advised that there were no reports from Closed Session.

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

- 2 [18-599](#) Adopt and present a resolution recognizing Chief Master Sergeant Steve Nichols, 60th Air Mobility Wing Command Chief, upon his retirement, for his outstanding service and contributions to Solano County (Supervisor Sperring)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Sperring, seconded by Supervisor Brown, the Board adopted and presented Resolution No. 2018-158 recognizing Chief Master Sergeant Steve Nichols, 60th Air Mobility Wing Command Chief, upon his retirement, for his outstanding service and contributions to Solano County. So ordered by 4-0 vote.

Enactment No: Resolution 2018-158

- 3 [18-598](#) Adopt and present a plaque and resolution honoring Michael J. Lango, Director of General Services, upon his retirement from the Solano County Department of General Services with 34 years of public service in three California counties, including 15 years of dedicated service to Solano County (Chair Vasquez and Supervisor Sperring)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Sperring, seconded by Supervisor Brown, the Board adopted and presented Resolution No. 2018-159 honoring Michael J. Lango, Director of General Services, upon his retirement from the Solano County Department of General Services with 34 years of public service in three California counties, including 15 years of dedicated service to Solano County. So ordered by 4-0 vote.

Enactment No: Resolution 2018-159

- 4 [18-566](#) Approve and present a plaque of appreciation honoring Rachel E. Ford, Consumer Affairs Liaison, upon her retirement from Health & Social Services, Behavioral Health Division with over 11 years of dedicated service to Solano County (Supervisor Brown)

Attachments: [Minute Order](#)

On motion of Supervisor Brown, seconded by Supervisor Sperring, the Board approved and presented a plaque of appreciation honoring Rachel E. Ford, Consumer Affairs Liaison, upon her retirement from Health & Social Services, Behavioral Health Division with over 11 years of dedicated service to Solano County. So ordered by 4-0 vote.

Approved

- 5 [18-594](#) Receive a presentation from the Department of Resource Management on the selection of Phil Seilhan for "Employee of the Month" for September 2018
- Attachments:* [Minute Order](#)
- Received
- Received**
- 6 [18-577](#) Adopt and present a resolution recognizing the week of September 9-15, 2018 as "Suicide Prevention Week" in Solano County (Chair Vasquez)
- Attachments:* [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)
- On motion of Supervisor Brown, seconded by Supervisor Sperring, the Board adopted and presented Resolution No. 2018-160 recognizing the week of September 9-15, 2018 as "Suicide Prevention Week" in Solano County. So ordered by 4-0 vote.
- Adopted**
- Enactment No: Resolution 2018-160**
- 7 [18-567](#) Adopt and present a resolution recognizing September 2018 as Recovery Month in Solano County (Supervisor Thomson)
- Attachments:* [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)
- On motion of Supervisor Thomson, seconded by Supervisor Brown, the Board adopted and presented Resolution No. 2018-161 recognizing September 2018 as Recovery Month in Solano County. So ordered by 4-0 vote.
- Enactment No: Resolution 2018-161**
- 8 [18-575](#) Adopt and present a resolution recognizing September 2018 as National Preparedness Month (Supervisor Sperring)
- Attachments:* [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)
- On motion of Supervisor Sperring, seconded by Supervisor Brown, the Board adopted and presented Resolution No. 2018-162 recognizing September 2018 as National Preparedness Month. So ordered by 4-0 vote.
- Enactment No: Resolution 2018-162**

- 9 [18-591](#) Adopt and present a resolution recognizing September 2018 as National Literacy Month in Solano County (Supervisor Brown)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Brown, seconded by Supervisor Thomson, the Board adopted and presented Resolution No. 2018-163 recognizing September 2018 as National Literacy Month in Solano County. So ordered by 4-0 vote.

Enactment No: Resolution 2018-163

- 10 [18-605](#) Adopt and present a resolution recognizing September 2018 as Workforce Development Month in Solano County (Supervisor Thomson)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Thomson, seconded by Supervisor Brown, the Board adopted and presented Resolution No. 2018-164 recognizing September 2018 as Workforce Development Month in Solano County. So ordered by 4-0 vote.

Enactment No: Resolution 2018-164

ITEMS FROM THE PUBLIC

Chair Vasquez 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) Nancy Huston, Assistant County Administrator, introduced new Director of General Services Megan Greve.

B) Mina Diaz, Vallejo, commented in support of rights for undocumented immigrants.

C) Brien Farrell, Benicia, commented in support of rights for undocumented immigrants.

D) Rebecca Griswold, unincorporated Vacaville, commented on concerns with trash and littering along Lewis, Fry and Hay roads.

E) Yaminah Lunar, Nigrante Napa Solano, commented in support of rights for undocumented immigrants.

F) Garrett Hall, Vallejo, commented in support of rights for undocumented immigrants.

G) Rovante Robinson, Vacaville, commented in support of rights for undocumented immigrants.

H) Sarahi Perez, Suisun City, commented in support of rights for undocumented immigrants.

I) Jenna Dragges, Suisun City, commented in support of rights for undocumented immigrants.

J) Jean Likover, Vallejo, commented in support of rights for undocumented immigrants.

K) Raymond Courtemanche, Medmark, commented on the anniversary of the passing of Councilmember Matt Garcia and addressing the opiate crisis.

Supervisor Brown commented on the passing of Councilmember Matt Garcia.

L) Debbie Toth, Choice In Aging, commented on the need for mental health services at evacuation centers during emergencies.

Chair Vasquez commented on the need for first responders to receive training for dealing with mentally ill individuals.

M) Julia Hahn, Benicia, commented in support of rights for undocumented immigrants.

In response to a question from Chair Vasquez, County Counsel Dennis Bunting provided information on the County's fulfillment of duties under the state and federal law.

N) George Guynn, Jr., Suisun City, commented on illegal immigration.

O) Dennis Allen, Fairfield, provided information on federal government issues.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

There were no additions to or deletions from the Solano County Board of Supervisors' agenda for August 28, 2018.

APPROVAL OF THE AGENDA

On motion of Supervisor Brown, seconded by Supervisor Spering, the Board approved the agenda of the Solano County Board of Supervisors for August 28, 2018 as submitted. So ordered by 4-0 vote.

PUBLIC COMMENT ON CONSENT CALENDAR

Chair Vasquez invited members of the public to address the Board on items listed on the Consent Calendar. The follow comments were received:

A) Donald Tipton, unincorporated Vallejo, commented on Item 18 regarding concerns with the transfer of \$18 million by the Treasurer.

Auditor-Controller Elect Phyllis Taynton provided information on the review of the transfer, noting that it was properly authorized.

Auditor-Controller Simona Padilla-Scholtens advised that there was a responsibility to present the information on the transfer and noted that it was simply a matter of timing.

Treasurer-Tax Collector - County Clerk Chuck Lomeli provided information on the transfer of funds.

APPROVAL OF THE CONSENT CALENDAR

Supervisor Thomson abstained from voting on Item 12 as he missed two of the meetings.

Chair Vasquez commented on Item 21 regarding the improvements that had taken place on the roads.

On motion of Supervisor Spering, seconded by Supervisor Brown, the Board approved the following Consent Calendar items by 4-0 vote with the abstention by Supervisor Thomson on Item 12.

CONSENT CALENDAR

- | | | |
|-----------|--------------------------------------|---|
| 11 | <u>18-600</u> | <p>Receive and file the Meeting Attendance Reports from the members of the Board of Supervisors</p> <p><u>Attachments:</u> A - Appointment List
 Minute Order</p> <p>Received and Filed</p> |
| 12 | <u>18-601</u> | <p>Approve the minutes of the Solano County Board of Supervisors meetings of August 7 and August 14, 2018</p> <p><u>Attachments:</u> A - Minutes - August 7, 2018
 B - Minutes - August 14, 2018
 Executed Minutes 8-7-18
 Executed Minutes 8-14-18
 Minute Order</p> <p>Approved</p> |

13 [18-593](#)

Approve an Appropriation Transfer Request (ATR) to appropriate \$5,000 for non-County contributions to District 5, funded by offsetting unanticipated property tax revenue in the General Revenue Budget, to benefit community organizations and programs (4/5 vote required)

Attachments: [Minute Order](#)

Approved

14 [18-581](#)

Approve a contract with Economic and Planning Systems, Inc. for \$102,200 to provide consultant services for the comprehensive analysis of the County's Public Facilities Fee, for a contract term of Aug 1, 2018 through June 30, 2019; Authorize the County Administrator to sign the agreement and any amendments that do not exceed 10% of the total contract amount; and Approve an Appropriations Transfer Request (ATR) of \$112,420 from the Public Facilities Contingency revenues to fund the contract cost for the comprehensive analysis and any amendments up to 10% of the contract cost (4/5 vote required)

Attachments: [A - Contract](#)
 [Executed Contract](#)
 [Minute Order](#)

Approved

15 [18-604](#)

Adopt a resolution declaring a shelter crisis in Solano County

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-165

16 [18-488](#)

Adopt a resolution amending the Alphabetical Listing of Classes and Salaries deleting unused classifications within bargaining Unit 2 (Nurses), Unit 5 (Health and Welfare Employees), Unit 7 (Regulatory, Technical and General Services), Unit 8 (General Services Supervisors), Unit 9 (Clerical), Unit 87 (Extra Help Regulatory, Technical and General Services), Unit 89 (Extra Help Clerical), and Unit 19 (Senior and Executive Management)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-166

- 17 [18-590](#) Adopt the County's Mobileworker, Teleworking and Hoteling Policy, as amended, to address revisions to the Internal Revenue Service Publication 1075
- Attachments:* [A - Revised Policy \(Redlined\)](#)
 [B - Revised Policy \(Final\)](#)
 [Minute Order](#)
- Adopted**
- 18 [18-592](#) Accept the Quarterly Review of the Statement of Assets of the Solano County Treasury as of March 31, 2018
- Attachments:* [A - Treasury Review Report Q3](#)
 [Minute Order](#)
- Accepted**
- 19 [18-561](#) Approve a 3 year AgileFlow Software Support and Maintenance Agreement for \$239,400 with Conduent Enterprise Solutions LLC for a web-based recording platform for the period of July 1, 2018 through June 30, 2021; and Authorize the County Administrator, or designee, to execute the agreement and any modifications or amendments within approved project budgets
- Attachments:* [A - Contract](#)
 [Executed Contract](#)
 [Minute Order](#)
- Approved**
- 20 [18-597](#) Approve an agreement with ACCO Engineered Systems, Inc. of Sacramento for \$1,683,345 for the Heating, Ventilation and Air Conditioning/Controls Replacement Project at 2500 Clay Bank Road in Fairfield; and Authorize the County Administrator or designee to execute the agreement and any amendments within the approved project budget
- Attachments:* [A - Contract](#)
 [B - Estimated Project Costs Summary](#)
 [Executed Contract](#)
 [Minute Order](#)
- Approved**
- 21 [18-580](#) Approve the Notice of Completion for the Regional Transportation Impact Fee (RTIF) Safety Improvement Project 2017 by Chrisp Company for a final cost of \$336,216
- Attachments:* [A - Notice of Completion](#)
 [Minute Order](#)
 [Recorded NOC](#)
- Approved**

- 22 [18-589](#) Adopt a resolution declaring September 2018 as Food Safety Education Month

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-167

MISCELLANEOUS ITEMS

- 23 [18-558](#) Approve the reappointment of Erin Bakke to the Solano County Arts Council, representing District 1, for a term to expire on February 1, 2020

Attachments: [Minute Order](#)

Approved

- 24 [18-596](#) Approve the appointment of Samuel White to the In Home Supportive Services Advisory Committee, representing District 3, for a term to expire on August 28, 2022

Attachments: [Minute Order](#)

Approved

REGULAR CALENDAR

- 25 [18-606](#) Receive an update from staff and the County's State Legislative Advocate on the status of legislation that is of interest to the County and items discussed at the Board's Legislative Committee on August 20, 2018

Attachments: [A - Federal Legislative Update](#)
 [B - 2018 Statewide Ballot Measures](#)
 [Minute Order](#)

Supervisor Thomson announced that he was under an ex parte prohibition communication order as a result of his role membership on the Delta Stewardship Council and could not participate in any discussions nor receive any information regarding the California Water Fix project while under the prohibition.

Chair Vasquez noted for the record that Supervisor Thomson had asked him to take the primary role on the Delta Counties Coalition.

Legislative, Intergovernmental and Public Affairs Officer Michelle Heppner introduced the item.

State Legislative Advocate Karen Lang provided an overview of activities happening at the state legislature and on legislation of interest to the County.

In response to questions from Chair Vasquez, Ms. Lange provided information about legislation concerning wildfire recovery and PG&E liability.

Chair Vasquez commented on the need to better manage vegetation and forests.

In response to questions from Supervisor Spering, Ms. Lange provided information on SB 35 concerning penalties for not providing affordable housing.

In response to a question from Supervisor Thomson, Ms. Lange provided information on the Proposition 5 ballot measure.

Supervisor Thomson asked that there be some analysis on the ballot measure to see whether the County would benefit from the Proposition.

Supervisor Spering commented on the Proposition, noting that it could make housing available to young families as older generations moved to smaller housing units.

In response to a question from Chair Vasquez, County Administrator Birgitta Corsello noted that the average housing assessed value was around \$300,000, with newer homes starting in about a half million. She advised CSAC was taking a harder position and doing analysis on this and noted that staff would take this to the Legislative committee for analysis on this proposition.

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) George Guynn, Jr., Suisun City, commented in support of Proposition 5, on solutions for fire liability and on legislation concerning water tax.

Received

26

[18-568](#)

Consider submittal of the draft joint application of Napa and Solano Counties to the California Department of Aging to form a new Area Agency on Aging for Planning Service Area 28; Consider approving a draft Joint Exercise of Powers Agreement between Napa and Solano Counties to establish a new Area Agency on Aging for Planning Service Area 28; Authorize the County Administrator to sign the application documents; and Accept the initial start-up period (9 months) draft budget

Attachments: [A - CDA Letter](#)
 [B - AAA Application and Exhibits](#)
 [Minute Order](#)
 [Executed JEPA](#)

Principal Management Analyst Debbie Vaughn introduced the item and provided an overview of changes made to the Joint Exercise of Powers Agreement between Napa and Solano Counties to establish a new Area Agency on Aging for Planning Service Area 28.

In response to questions from Supervisor Brown, Ms. Vaughn advised that the agreement did note monthly updates to the oversight board and county staff. She noted that Solano County would administer the program and that reporting would include both counties. She then noted that a needs assessment would be conducted and that reporting and certain deliverables were required by the California Department of Aging (CDA) for each contract.

In response to a question from Supervisor Thomson, Ms. Vaughn provided information on the funding allocation provided by the state.

Supervisor Sperring advised that the two year term was too short and recommended that it be 4 or 6 years.

Ms. Vaughn provided information on staff's analysis of the agreement and noted that bylaws would be required to be adopted by the oversight and advisory boards.

Supervisor Sperring requested that language be included in the agreement regarding absenteeism by the members and that a certain amount of missed meetings would mean that the member would be replaced.

County Counsel Dennis Bunting advised that the Board could direct that bylaws be created to address that specific issue.

In response to a question from Chair Vasquez, Ms. Vaughn noted that Napa County had proposed a two year minimum for the cities and four years for the rest of the appointments. She advised that the current language stated that the appointee would be appointed and serve until the Board of Supervisors made a new appointment

Mr. Bunting suggested including the appointments in the annual Board of Supervisors appointments.

Public Health Officer Dr. Bela Matyas noted that staff would include in the bylaws not only the criteria for maintenance, but also the concept of term limits, if any, and then bring that back to the respective boards for approval.

In response to a question from Chair Vasquez, Ms. Vaughn noted that there were some separate providers for each county and that the intent was to follow proper contracting procedures and monitoring.

County Administrator Birgitta Corsello advised that the County would have a larger responsibility in compliance and oversight, and that Napa County had a close relationship with its nonprofit providers that were providing services. Lastly she noted that there was a technical group of staff between both counties that would be monitoring vendors that would ensure work was being done early on any issues.

Chair Vasquez commented on the need for everyone to be made aware of what was going on if problems came up with a vendor.

Ms. Vaughn noted that each county would be responsible for its vendor contracts.

Supervisor Brown commented on the need for attendance requirements in the bylaws and asked if there would still be money owed to the former Area Agency on Agency nonprofit.

Ms. Vaughn advised that there had not been any word concerning whether there was money owed back to the prior nonprofit. She advised that any money owed, if any, would not be paid by the new nonprofit. She then noted that the Board could choose to make the term length for appointments to four years.

Chair Vasquez commented on the need to stagger the appointment terms.

Supervisor Sperring asked if the Mayor's Conference could make the appointment for the city members.

Ms. Corsello advised that the intent was that the Mayors' appointee would be made by the Mayors and noted that staff would follow up on this.

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) Karen Richer, Vallejo, commented on family caregiver section, the need for a facilitator and space for the Vallejo caregiver group, the need for respite funding for caregivers and the need to continue a caregiver registry.

In response to a question from Chair Vasquez, Ms. Corsello advised that the state chose not to continue the caregiver registry program due to the program not conducting background checks. She noted that staff was looking into this issue and that it was on the list to be re-established under a different avenue. She then noted that staff had also been looking into the Vallejo caregiver group facilitator issue.

Ms. Vaughn noted that the state had not yet finalized the contract for respite care and that staff had been working on the issue of the group facilitator.

B) Milinda Quesada, Caregiver Registry Referral Program, commented on the need for the caregiver registry referral program to continue.

Dr. Matyas provided information on the issue of the degree of background checks that were being conducted and the concept of re-backgrounding based on change of service. He advised that staff would like to replace it with something comparable to what was being done by the County. He noted that staff was engaged in process for a new contract for PEAS service with the hope that those services could be resumed by October.

C) Debbie Toth, Choice in Aging, commented on the need to take a person-centered approach for services and for providers to be brought to the table to participate in discussions moving forward.

Dr. Matyas noted that funds provided by CDA was a small portion of overall funds for senior needs in the County and that a comprehensive needs assessment would be conducted and that the plan was to begin a regular convening of providers and other entities with a workshop to focus on addressing the needs of the community.

Chair Vasquez commented on the need to center services around the client.

Ms. Corsello noted that the County was accepting the responsibility of assisting Napa County to do the same. She advised that it remained to be seen how the oversight board wanted to move forward and that there was a need for both jurisdictions to do work on their own and then come together to figure out how to funnel and fit the pieces all together under the new structure.

In response to a question from Spering, Ms. Vaughn recommended that the Board move to approve the agreement and include comments made by the Board.

On motion of Supervisor Spering, seconded by Supervisor Brown, the Board approved the submittal of the draft joint application of Napa and Solano Counties to the California Department of Aging to form a new Area Agency on Aging for Planning Service Area 28; Approved a draft Joint Exercise of Powers Agreement between Napa and Solano Counties to establish a new Area Agency on Aging for Planning Service Area 28, to include comments made by the Board; Authorized the County Administrator to sign the application documents; and Accepted the initial start-up period (9 months) draft budget. So ordered by 4-0 vote.

In response to a question from Vasquez, Ms. Vaughn advised that the state needed the agreement before September 30th and that staff would start working on it and would be back to the Board with the final version. She noted that the state's current contracts were through December 31st and that the official start date for the agreement was January 1, 2019.

Ms. Corsello advised that staff would be back before the Board a couple more time on matters of the budget, position allocations, program work and outreach.

Approved

28

18-595

Consider the approval of a concept and implementation of a Tiny Shelter Pilot Project; Authorize the execution of a Memorandum of Understanding with Community Action NorthBay for the Tuffshed units; and Authorize the County Administrator to take all steps necessary to implement the Pilot Project

Attachments: [A - Draft MOU Temporary Housing](#)
[B - Draft 5th Impact Housing Program Participant Guidelines](#)
[Executed MOU](#)
[Minute Order](#)

Chair Vasquez announced that Item 28 would be taken up before Item 27.

Supervisor Thomson introduced the item and provided an overview of the Tiny Shelter Pilot Project.

Chair Vasquez commented on the challenges of the project and thanked Supervisor Thomson for taking on the project.

Supervisor Thomson thanked the City of Vacaville for its involvement with finding a location for the project.

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) Danny Wells, Vacaville, commented on work done for homeless individuals in the City of Vacaville and the need for a shelter for men in the city.

B) George Guynn, Jr., Suisun City, commented on use of taxpayers' money for project resources.

Supervisor Sperring commented on the costs of providing services for homeless individuals and advised that the ultimate goal was to help someone that wanted to get off the streets.

Chair Vasquez also commented on the costs of providing services.

C) Dr. Raleigh Galgan, A Better Way, commented on the work of the agency with community partners to collaborate on services for the homeless and in support of the project.

D) Donald Tipton, unincorporated Vallejo, commented on the need for housing assistance to the homeless and suggested using Mare Island barracks as a site.

Supervisor Thomson provided information on donations of services and supplies by agencies in the community and noted that a Go Fund Me page had been established as well.

Supervisor Sperring commented on the need to move forward with the project.

On motion of Supervisor Thomson, seconded by Supervisor Sperring, the Board approved the concept and implementation of a Tiny Shelter Pilot Project; Authorized the execution of a Memorandum of Understanding with Community Action NorthBay for the Tuffshed units; and Authorized the County Administrator to take all steps necessary to implement the Pilot Project. So ordered by 4-0 vote.

27

[18-587](#)

Consider an amendment to modify the expiration date of the prior Mental Health Plan contract between Solano County Health and Social Services and the California Department of Health Care Services to May 1, 2013 through June 30, 2017; Consider approval of a contract between Solano County Health and Social Services and the California Department of Health Care Services to provide mental health services under the Medi-Cal Mental Health Plan for FY2017/18 through FY2021/22; and Authorize the Director of Health and Social Services to sign the contract and contract amendment and any administrative amendments issued by the State

Attachments: [A - Mental Health Plan Contract Amendment](#)
 [B - Link to Original Contract and Renewal](#)
 [Minute Order](#)

County Administrator Birgitta Corsello introduced the item.

Deputy Director of Health and Social Services - Behavioral Health Sandra Sinz and Director of Health and Social Services Gerald Huber provided an overview of the Mental Health Plan contract between the department and the California Department of Health Care Services.

In response to comments from Chair Vasquez, Ms. Sinz and Ms. Corsello commented on financial aspects of the plan and Kaiser's involvement with providing services for mental health.

Mr. Huber commented on legislative efforts concerning residential treatment.

In response to a question from Chair Vasquez, Ms. Sinz commented on Proposition 63 funds noting that a great number of programs used the funds as a match.

In response to a question from Supervisor Brown, Ms. Sinz noted that there were some state dollars concerning the homeless mentally ill that would be brought back to the Board and advised that redirection of 1991 funding was also having an impact.

Mr. Huber noted that a five year fiscal forecast had been conducted to look at needs and requirements. He advised that 1991 redirection would have a big impact on requirements

On motion of Supervisor Brown, seconded by Supervisor Spering, the Board approved an amendment to modify the expiration date of the prior Mental Health Plan contract between Solano County Health and Social Services and the California Department of Health Care Services to May 1, 2013 through June 30, 2017. So ordered by 4-0 vote.

On motion of Supervisor Brown, seconded by Supervisor Spering, the Board approved a contract between Solano County Health and Social Services and the California Department of Health Care Services to provide mental health services under the Medi-Cal Mental Health Plan for FY2017/18 through FY2021/22; and Authorized the Director of Health and Social Services to sign the contract and contract amendment and any administrative amendments issued by the State. So ordered by 4-0 vote.

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

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

A. Supervisor Brown requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Donnell Rubay, an active member of the Benicia community.

B. Supervisor Spering commented on a recent shooting involving a juvenile and asked if Probation was looking into its involvement with the juvenile that was killed.

County Administrator Birgitta Corsello noted that the shooting did involve minors and that the victim was a recent client of Probation. She advised that staff was already looking into the situation.

County Counsel Dennis Bunting also commented on his experience working as a juvenile court judge.

Chair Vasquez announced that the Board would be returning to Closed Session with no report out.

ADJOURN:

This meeting of the Solano County Board of Supervisors adjourned at 12:45 P.M. in memory of Donell Rubay. Next meeting of the Solano County Board of Supervisors will be September 11, 2018 at 8:30 A.M., Board Chambers, 675 Texas Street, Fairfield, California.

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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Minutes - Draft Board of Supervisors

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

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

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

*James P. Spering (Dist. 3)
(707) 784-6136*

*Skip Thomson (Dist. 5)
(707) 784-6130*

Tuesday, September 11, 2018

8:30 AM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Board of Supervisors met on the 11th day of September 2018 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 8:32 A.M. Present were Supervisors Hannigan, Brown, Spering, Thomson and Chair Vasquez. Chair Vasquez presided. Also present were County Administrator Birgitta E. Corsello and County Counsel Dennis Bunting.

ROLL CALL

John M. Vasquez, Erin Hannigan, Monica Brown, James P. Spering and Skip Thomson

CLOSED SESSION

The Solano County Board of Supervisors recessed to Closed Session at 8:33 A.M. to discuss the following matters:

- 1 [18-640](#) Conference with Real Property Negotiators: Property: APN 0032-190-310,310/360 Beck Ave., Fairfield, California; Agency negotiators: Birgitta E. Corsello, County Administrator, Nancy Huston, Assistant County Administrator and Gerald Huber, Director of Health and Social Services; Negotiating party: David White; Under negotiation: Price and terms

Conference with Legal Counsel - Potential Litigation: One case

Attachments: [A - Memorandum](#)

RECONVENE

This meeting of the Solano County Board of Supervisors reconvened at 9:04 A.M. All members were present and Chair Vasquez presided.

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

County Counsel Dennis Bunting advised that there were no reports from Closed Session.

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

- 2** **18-625** Adopt and present a resolution and plaque of appreciation honoring Carol Nancy Rueger, Legal Procedures Clerk, upon her retirement from the Solano County Probation Department with over 27 years of dedicated public service (Supervisor Thomson)
- Attachments:* [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)
- On motion of Supervisor Thomson, seconded by Supervisor Hannigan, the Board adopted and presented Resolution No. 2018-168 honoring Carol Nancy Rueger, Legal Procedures Clerk, upon her retirement from the Solano County Probation Department with over 27 years of dedicated public service. So ordered by 5-0 vote.
- Enactment No: Resolution 2018-168
-
- 3** **18-615** Adopt and present a resolution recognizing the 50th anniversary of the Vacaville Heritage Council and its decades-long commitment to preserving Solano County's history (Chair Vasquez)
- Attachments:* [A - Resolution](#)
 [Adopted Resolution](#)
 [Item 3 Minute Order](#)
- On motion of Chair Vasquez, seconded by Supervisor Brown, the Board adopted and presented Resolution No. 2018-169 recognizing the 50th anniversary of the Vacaville Heritage Council and its decades-long commitment to preserving Solano County's history. So ordered by 5-0 vote.
- Enactment No: Resolution 2018-169

ITEMS FROM THE PUBLIC

Chair Vasquez 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) Maria Quezada, Vacaville, commented on concerns with the Tiny Shelter Pilot Project.

B) Amber Robitaille, Vacaville, commented on concerns with the Tiny Shelter Pilot Project.

C) Daniel Hernandez, Vacaville, commented on concerns with the Tiny Shelter Pilot Project.

D) Gaylene Robitaille, Vacaville, commented on concerns with the Tiny Shelter Pilot Project.

Chair Vasquez provided information about the land use for the pilot project and noted that outreach was the next step.

E) Matthew Musselman, Vallejo, commented in support of sanctuary cities.

F) Herald Lowthar, Vacaville, commented on concerns with the Tiny Shelter Pilot Project.

G) George Guynn, Jr., Suisun City, commented in opposition to sanctuary cities and concerns with the Tiny Shelter Pilot Project.

H) Rovante Robinson, Vacaville, commented in support of sanctuary cities and concerns with the Tiny Shelter Pilot Project.

Supervisor Thomson provided information about the Tiny Shelter Pilot Project and noted that his office would be setting up a community meeting about the project.

4 **[18-582](#)**

Adopt a resolution recognizing September 25, 2018 as National Voter Registration Day in Solano County

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Chair Vasquez announced that Item 4 would be moved to the end of presentations.

On motion of Supervisor Brown, seconded by Chair Vasquez, the Board approved moving Item 4 to Presentations. So ordered by 5-0 vote.

On motion of Supervisor Brown, seconded by Chair Vasquez, the Board adopted and presented Resolution No. 2018-170 recognizing September 25, 2018 as National Voter Registration Day in Solano County. So ordered by 5-0 vote.

Enactment No: Resolution 2018-170

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Chair Vasquez announced that Item 19 would be conducted before the Consent Calendar due to time constraints for the presenter.

APPROVAL OF THE AGENDA

On motion of Supervisor Thomson, seconded by Supervisor Brown, the Board approved the agenda of the Solano County Board of Supervisors for September 11, 2018 as amended. So ordered by 5-0 vote.

19**18-623**

Conduct Quarterly Meeting of the East Vallejo Fire Protection District Board of Directors; and Receive a presentation from the Vallejo Deputy Fire Chief on the fire protection services being provided to the East Vallejo Fire Protection District

Attachments: [Minute Order](#)

Chair Vasquez opened the public hearing.

Senior Management Analyst Magen Yambao introduced the item.

Vallejo Deputy Fire Chief Mark Sharpe provided information on improvements to public safety as a result of September 11, 2001. He then provided information on fire protection services being provided to the East Vallejo Fire Protection District.

In response to questions from Supervisor Hannigan, Deputy Fire Chief Sharpe provided information on current vacancies for the department and the status of fire stations within the City of Vallejo.

Supervisor Hannigan thanked the department for participating in National Night Out.

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) Donald Tipton, unincorporated Vallejo, commented on concerns about potential fires and obstruction of the roadway by individuals parking along the road.

Deputy Fire Chief Sharpe advised that he would follow up on concerns for fire suppression in the Homeacres area and on the church parking concerns.

Chair Vasquez closed the public hearing.

Conducted

PUBLIC COMMENT ON CONSENT CALENDAR

Chair Vasquez invited members of the public to address the Board on items listed on the Consent Calendar. The following comments were received:

A) George Guynn, Jr., Suisun City, commented on Item 10 regarding the Homeless Mentally Ill Outreach and Treatment Program.

APPROVAL OF THE CONSENT CALENDAR

On motion of Supervisor Hannigan, seconded by Supervisor Brown, the Board approved the following Consent Calendar items by 5-0 vote.

CONSENT CALENDAR

- 5 [18-614](#) Adopt a resolution setting the property tax rates for the County of Solano, cities, schools and applicable special districts for FY2018/19

Attachments: [A - Resolution](#)
 [A1 - Exhibit 1](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-171

- 6 [18-564](#) Approve a 30 year Ground Lease Agreement with NACA 130, LLC (Steven Coutches) for a lease area of 8,045 square feet, for an initial annual rate of \$8,367, to allow construction of an aircraft hangar on the Nut Tree Airport; and Authorize the County Administrator, or designee, to execute the agreement and any amendments

Attachments: [A - NACA Ground Lease Contract](#)
 [B - Project Location and Site Plan](#)
 [Executed Ground Lease Contract](#)
 [Minute Order](#)

Approved

- 7 [18-621](#) Approve an agreement with Swank Construction, Inc. of Vacaville for \$2,458,306 to construct the Solano County Nut Tree Airport T-Hangar Project; Approve an Appropriation Transfer Request (ATR) for \$915,386 for the T-Hangar Project to be funded by project financing with CALTRANS for \$578,036 and repurposed General Fund loan for \$337,350 (4/5 vote required); and Authorize the County Administrator, or designee, to execute the agreement and any amendments within the approved project budget

Attachments: [A - Swank Contract](#)
 [B - Summary of Project Cost and Revenue Source](#)
 [C - Project Financial Pro-Forma](#)
 [D - Project Location and Site Plan](#)
 [E - Bid Results](#)
 [Executed Contract](#)
 [Minute Order](#)

Approved

- 8 [18-576](#) Approve the Mental Health Services Act (MHSA) Reversion Expenditure Plan FY2018/19 through FY2019/20 for a total amount of \$1,429,797 to fund enhancements to current mental health projects which aim to increase access to services for the unserved and underserved communities, and to improve consumer mental health outcomes

Attachments: [A - Link to MHSA Reversion Plan](#)
 [Minute Order](#)

Approved

- 9 [18-586](#) Approve a Memorandum of Understanding (MOU) with the California Automated Consortia Eligibility System (CalACES) in conjunction with the Welfare Client Data System (WCDS) consortia of counties for the procurement, implementation, maintenance, and operations surrounding development of the California Statewide Automated Welfare System (CalSAWS)

Attachments: [A - MOU](#)
 [Executed MOU](#)
 [Minute Order](#)

Approved

10 [18-602](#)

Adopt a resolution to support participation in the Homeless Mentally Ill Outreach and Treatment Program (HMIOT) one-time grant funds authorized through Senate Bill (SB) 840 to provide services for individuals with serious mental illness and who are homeless or at risk of becoming homeless; and Delegate authority to the County Administrator to approve an Appropriation Transfer Request (ATR) to accept \$571,000 in grant revenue and appropriate grant expenditures once funds are received and to execute contracts for the HMIOT program (4/5 vote required)

Attachments: [A - Resolution](#)
 [B - Link to 5 Year Strategic Plan](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-172

11 [18-583](#)

Approve a contract with the State of California Department of Corrections and Rehabilitation (CDCR) to provide juvenile diagnostic studies and treatment services, for an amount not to exceed \$99,904, effective for the period of October 1, 2018 through June 30, 2020; Delegate authority to the County Administrator, pending County Counsel concurrence, to execute the contract and any future amendments, including changes to terms and conditions, scope of services and modifications to contract limits up to 20% of the total contract amount, not to exceed \$75,000

Attachments: [A - Contract](#)
 [Executed Contract](#)
 [Minute Order](#)

Approved

MISCELLANEOUS ITEMS

12 [18-607](#)

Approve the appointment of Leneshia Anderson to the First 5 Solano Children and Families Commission, representing District 1, for a term to expire June 13, 2021

Attachments: [Minute Order](#)

Approved

- 13 [18-634](#) Approve the appointment of Olivia Ruiz to the Solano Commission for Women and Girls, representing District 1, for a term length to be determined at the first meeting of the Solano Commission for Women and Girls
- Attachments:* [Minute Order](#)
- Approved**
- 14 [18-624](#) Approve the appointment of Stephanie Beardsley to the Solano Commission for Women and Girls, representing District 3, for a term length to be determined at the first meeting of the Solano Commission for Women and Girls
- Attachments:* [Minute Order](#)
- Approved**
- 15 [18-616](#) Approve the appointment of Jennifer Hamilton to the Solano Commission for Women and Girls, representing District 4, for a term to be determined at the first meeting of the Solano Commission for Women and Girls
- Attachments:* [Minute Order](#)
- Approved**
- 16 [18-608](#) Approve the appointment of Laura Petty to the Solano Commission for Women and Girls, representing District 5, for a term length to be determined at the first meeting of the Solano Commission for Women and Girls
- Attachments:* [A - Resume](#)
 [Minute Order](#)
- Approved**
- 17 [18-644](#) Affirm the appointment of Chair John Vasquez as primary representative and Supervisor Skip Thomson as the alternate representative to the Delta Counties Coalition, representing Solano County
- Attachments:* [Minute Order](#)
- Approved**
- 18 [18-627](#) Approve the appointment of Tonya Nowakowski, Assistant Director of Health and Social Services, as the Solano County representative to Housing First Solano Continuum of Care
- Attachments:* [Minute Order](#)
- Approved**

REGULAR CALENDAR

- 20** [18-626](#) Receive a presentation from the Food Bank of Contra Costa and Solano on the Hunger Study 2018

Attachments: [A - Hunger Study 2018](#)
 [B - Presentation](#)
 [Minute Order](#)

Senior Management Analyst Chris Rogers introduced the item.

Food Bank of Contra Costa and Solano Program Director Kaitlyn Sly provided an overview of findings from the Hunger Study 2018.

In response to questions from Chair Vasquez, Ms. Sly noted that 182,000 people were served each month between both counties.

Food Bank of Contra Costa and Solano Policy and Advocacy Manager Carly Finkle also provided an overview of findings from the Hunger Study 2018.

Supervisor Hannigan commented on the importance of access to health food and announced an upcoming event to unveil a new Mobile Food Pharmacy van on September 13th.

Supervisor Brown commented on the need for advocacy for K-12 schools to receive funds for feeding students on evenings and weekends.

Ms. Sly commented on the issue of student hunger and advised that the Food Bank had started a food pantry at Armijo High School. She advised that there was an opportunity to advocate for funding at the state level.

Supervisor Brown asked that a list of schools be sent to her regarding which schools had food pantries.

Ms. Sly noted that Sam Yeto was also starting a food pantry.

Received

- 21** [18-631](#) Provide direction to staff regarding the distribution methodology and use for the one-time allocation of \$100,000 in non-County contributions for Family Resource Centers approved by the Board of Supervisors during its FY2018/19 Budget Hearings on June 19, 2018

Attachments: [A - FRC Funding](#)
 [B - FRC Funding Proposal](#)
 [Minute Order](#)

Executive Director of First 5 Solano Michelle Harris provided an overview of the item.

County Administrator Birgitta Corsello advised that the item had been placed on the agenda due to a conflict in previous direction from the Board and noted that the direction from the Board needed to be very clear in order for the Auditor to be able to make the payments.

In response to questions from Supervisor Hannigan, Deputy Director of First 5 Solano Megan Richards provided information on the item attachments noting that the first attachment was the original direction by the Board and that the second attachment was the proposed distribution of funding from Districts 4 and 5. She noted that the second attachment tied to the reduction in funding from the prior fiscal year to current.

In response to a question from Supervisor Hannigan, Ms. Corsello advised that the funding was General Fund and one-time in nature.

Supervisor Hannigan commented that the FRCs that applied and were granted funding would ultimately be penalized.

Chair Vasquez advised the FRCs that had applied were getting funding and that the \$100,000 was for basic needs and not to cover the total funding shortfall.

Supervisor Thomson noted that the FRCs that didn't participate in the funding request because they had a need for basic needs funding. He noted that this was a one-time funding to help them address basic needs and that they would need to figure out what they are going to do for basic needs in the future.

Supervisor Sperring commented on concerns with providing funding to FRCs that hadn't applied and asked what the disconnect was as to why they did not apply.

Children's Network Director Alan Kerzin noted that the FRCs appreciated the one-time funding and advised that the proposed methodology was fair. He noted a need for clarification on whether the Children's Network would administer the funds.

Ms. Corsello advised that there was already a mechanism and contractual agreement set up regarding distribution to FRCs and that staff felt it made sense to distribute this one-time funding through the Children's Network.

Supervisor Sperring asked if any consideration about consolidation and streamlining of the process had been made.

Mr. Kerzin advised that each FRC felt that they represented their city and that consolidation would likely be problematic. He noted that improving the FRC network was open to improving deliverables.

Supervisor Sperring commented that the FRCs could still represent each city and noted that there was still room for streamlining and a need to have staff look at service delivery.

Supervisor Hannigan commented in agreement with Supervisor Spering and on the need to consolidate overhead expenses to reduce costs.

Mr. Kerzin advised that he would bring this request back to the FRCs.

Supervisor Thomson commented in agreement about concerns about too much overhead costs and that there needed to be discussion about consolidation.

Chair Vasquez noted that each city had a different agency running its FRC.

On motion of Supervisor Thomson, seconded by Supervisor Brown, the Board approved the recommendation from District 4 and District 5 to modify the distribution methodology for the \$100,000 to one based on the percentage of the First 5 Solano funding decrease to each FRC between FY2017/18 and FY2018/19; Approved the use of the funds shift from case management services to basic needs assistance with an allowance of up to 10% of the funds to be utilized for FRC overhead if needed; and Approved staff's recommendation to distribute the funds via The Children's Network. Supervisor Spering voted no. So ordered by 4-1 vote.

22 [18-652](#)

Consider adopting a resolution requesting designation as the Area Agency on Aging for PSA 28; Consider approving the final PSA 28 Application including the final Joint Exercise of Powers Agreement between Napa and Solano Counties; and Delegate authority to the County Administrator to execute contracts associated with the new Area Agency on Aging for PSA 28

Attachments: [A - Resolution](#)
 [B - Final Application](#)
 [Adopted Resolution](#)
 [Executed JPA](#)
 [Minute Order](#)

Public Health Officer Dr. Bela Matyas provided an overview of the item.

County Administrator Birgitta Corsello advised that the state was also asking for the resolution and that Napa County had it on its agenda as well.

On motion of Supervisor Hannigan, seconded by Supervisor Brown, the Board adopted Resolution No. 2018-173 requesting designation as the Area Agency on Aging for PSA 28; Approved the final PSA 28 Application including the final Joint Exercise of Powers Agreement between Napa and Solano Counties; and Delegated authority to the County Administrator to execute contracts associated with the new Area Agency on Aging for PSA 28. So ordered by 5-0 vote. (see Resolution Book)

Ms. Corsello noted that an update on the matter would again be coming back to the Board. She advised that the state had identified approximately another \$600,000 of funding still available and that the state would be going through and amending all the existing contracts and all the emergency contracts so that those additional funds could flow the providers in both Napa and Solano before December 31st. She noted that a table of that funding that the state had identified would be provided to the Board.

Adopted

Enactment No: Resolution 2018-173

23

18-654

Receive a presentation from MCE Clean Energy (MCE), a community choice aggregator that pools the electricity demand of its member communities to purchase power with higher renewable and lower greenhouse gas content than Pacific Gas and Electric; Consider actions to implement a Community Choice Aggregation (CCA) program through the MCE Joint Powers Agreement pursuant to California Public Utilities Code Section 366.2 by introduction of an ordinance and adoption of a resolution to prepare and plan for a CCA program start in 2020; or Continue the item for further staff analysis and public outreach, and delay CCA participation with MCE or other CCA provider until 2021 or later

Attachments: [A - Ordinance](#)
 [B - Resolution](#)
 [C - MOU](#)
 [D - JPA Agreement](#)
 [Adopted Resolution](#)
 [Executed MOU](#)
 [Presentation](#)
 [Minute Order](#)

Assistant Director of Resource Management Terry Schmidtbauer introduced the item.

Senior Planner Narcissa Untal provided an overview of the Marin Clean Energy (MCE) Community Choice Aggregation (CCA) Program.

MCE Chief Executive Officer Dawn Weisz provided an overview about MCE's history, structure and programs.

In response to comments from Chair Vasquez, Ms. Weisz provided information on discussions with the farm bureaus to get input on design needs. She noted that there was a slight savings and improved energy efficiencies for farmers that were participating in the program. She then provided information on tiered rates, senior programs and return on solar power.

In response to questions from Supervisor Thomson, Ms. Weisz provided information on what a true-up solar cost was, noting that MCE provided a true-up on a monthly basis. She advised that customers in the program would still pay a true-up to Pacific Gas and Electric but that it would be less.

In response to questions from Supervisor Spering, Ms. Weisz provided information on past projects that MCE had completed and noted that the typical project was a public-private partnership. She also provided information on MCE's reserve funds and credit rating. Lastly, she noted that MCE did not currently have contracts that would cause customer rates to increase and provided information on community benefits of the program.

In response to questions from Supervisor Hannigan, Ms. Weisz noted that PG&E rate increases would affect all customers equally and then provided information on discussions with the cities of Vallejo and Fairfield. She also advised that there was not any intention of the company to expand further than the four counties.

County Administrator Birgitta Corsello advised that Sonoma and Yolo counties were in the process of forming their own providers. She also noted that one local provider of power was the Hay Road Landfill and that MCE was a purchaser of that power.

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) Donald Tipton, unincorporated Vallejo, commented in support of the program, on concerns about higher rates, cost to ratepayers, involvement of the Public Utilities Commission, solar energy reimbursement, structure of the governing board and county street lights.

B) Alex DiGiorgio, MCE, commented in support of the program and on behalf of Amelia Timbers from the City of Pinole.

Supervisor Brown commented in support of the item.

On motion of Supervisor Hannigan, seconded by Supervisor Brown, the Board approved reading the proposed ordinance authorizing the implementation of a Community Choice Aggregation Program in unincorporated Solano County and approving the MCE Clean Energy Joint Powers Agreement by title only and waived further reading by a majority vote. So ordered by 5-0 vote.

Supervisor Thomson advised that residents should be aware that they can opt out of the service if they wanted to.

County Counsel Dennis Bunting advised that clerical corrections were needed to the resolution in that the third Whereas, the MCE be replaced with Marin and that the first Resolved was a duplicate and should be deleted.

In response to questions from Chair Vasquez, Ms. Weisz provided information on state law regarding the ability to opt out of the program. She advised that opting out would mean that the customer would be strictly under PG&E. She noted that every city and county could provide an elected official to the JPA Board. She advised that the cities could designate their voting rights to the county member as an option.

Ms. Corsello thanked staff for their work to make the public aware of the matter and bring the item forward and thanked MCE for being accommodating. She noted that she had personally spoken with the Chair of the Farm Bureau to get word out about the program.

On motion of Supervisor Hannigan, seconded by Supervisor Brown, the Board adopted Resolution No. 2018-174 requesting membership in MCE Clean Energy and authorizing the County Administrator, or designee, to execute the Memorandum of Understanding and all other related documents; and Introduced an ordinance authorizing the implementation of a Community Choice Aggregation Program in unincorporated Solano County and approving the MCE Clean Energy Joint Powers Agreement. So ordered by 5-0 vote.

Adopted as Amended

Enactment No: Resolution 2018-174

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

Chair Vasquez 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 Carl A. Fowler, an active member of the Vallejo community.

B. Supervisor Hannigan requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Laxmiben Patel, an active member of the Vallejo community.

C. Supervisor Hannigan requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Sally Stone, an active member of the Vallejo community.

D. Supervisor Hannigan requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Giuseppe "Joe" Pomodoro, an active member of the Vallejo community.

E. Supervisor Hannigan requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Robert Currie, an active member of the Vallejo community.

ADJOURN:

This meeting of the Solano County Board of Supervisors adjourned at 11:56 A.M. in memory of Carl A. Fowler, Laxmiben Patel, Sally Stone, Giuseppe "Joe" Pomodoro, and Robert Currie. Next meeting of the Solano County Board of Supervisors will be September 25, 2018 at 8:30 A.M., Board Chambers, 675 Texas Street, Fairfield, California.

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By

Jeanette Neiger, Chief Deputy Clerk



Solano County

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Minutes - Draft Board of Supervisors

*John M. Vasquez (Dist. 4), Chair
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*Erin Hannigan (Dist. 1), Vice-Chair
(707) 553-5363*

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

*James P. Spering (Dist. 3)
(707) 784-6136*

*Skip Thomson (Dist. 5)
(707) 784-6130*

Tuesday, September 25, 2018

9:00 AM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Board of Supervisors met on the 25th day of September 2018 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. Present were Supervisors Hannigan, Brown, Spering, Thomson and Chair Vasquez. Chair Vasquez presided. Also present were County Administrator Birgitta E. Corsello and County Counsel Dennis Bunting.

ROLL CALL

John M. Vasquez, Erin Hannigan, Monica Brown, James P. Spering, Skip Thomson

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 [18-646](#) Adopt and present a resolution recognizing September 22-28, 2018 as Fall Prevention Awareness Week in Solano County (Supervisor Spering)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Spering, seconded by Supervisor Hannigan, the Board adopted and presented Resolution No. 2018-175 recognizing September 22-28, 2018 as Fall Prevention Awareness Week in Solano County. So ordered by 5-0 vote.

Enactment No: Resolution 2018-175

2 **18-642**

Adopt and present a resolution recognizing October 2018 as Sudden Infant Death Syndrome Awareness Month in Solano County (Supervisor Hannigan)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Hannigan, seconded by Supervisor Spering, the Board adopted and presented Resolution No. 2018-176 recognizing October 2018 as Sudden Infant Death Syndrome Awareness Month in Solano County. So ordered by 5-0 vote.

Enactment No: Resolution 2018-176

ITEMS FROM THE PUBLIC

Chair Vasquez 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) Leslie Molera, NAMI Solano County, commented in support of alcohol prevention programs.

B) George Guynn, Jr., Suisun City, commented on a news video regarding the homeless housing situation in Dayton, Ohio, maintaining infrastructure and recruiting IKEA to bring business into the county.

C) Amber Robitaille, Vacaville, commented on the Tiny Home Project and the need for more assistance for the homeless in Vacaville.

Chair Vasquez noted that there was a public hearing on the Tiny Home Project on October 1st.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

There were no additions to or deletions from the Solano County Board of Supervisors' agenda for September 25, 2018.

APPROVAL OF THE AGENDA

On motion of Supervisor Hannigan, seconded by Supervisor Spering, the Board approved the agenda of the Solano County Board of Supervisors for September 25, 2018 as submitted. So ordered by 5-0 vote.

PUBLIC COMMENT ON CONSENT CALENDAR

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

Supervisor Hannigan requested that Item 7 be moved to the Regular Calendar for discussion.

Supervisor Thomson noted that a letter was received regarding Item 10.

County Administrator Birgitta Corsello advised there was a representative from MCE and staff that were available for questions.

Chair Vasquez noted that Item 10 would be moved to the Regular Calendar for discussion.

Supervisor Brown requested that Item 6 be moved to the Regular Calendar for discussion.

APPROVAL OF THE CONSENT CALENDAR

On motion of Supervisor Hannigan, seconded by Supervisor Spering, the Board approved the following Consent Calendar items by 5-0 vote.

CONSENT CALENDAR

- 3** [18-669](#) Receive and file the Meeting Attendance Reports from the members of the Board of Supervisors
- Attachments:* [A - Appointment List](#)
 [Minute Order](#)
- Received and Filed**
- 4** [18-648](#) Adopt a resolution of the Solano County Board of Supervisors Honoring 7 volunteers of the Friends of the Fairfield-Suisun Library upon their retirement
- Attachments:* [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)
- Adopted**
- Enactment No: Resolution 2018-177**

- 5 [18-661](#) Approve an agreement with Pioneer Contractors, Inc. of San Francisco for \$463,500 for the Juvenile Detention Facility Roof Coating and Repair Project at 740 Beck Avenue in Fairfield; Approve an Appropriation Transfer Request totaling \$214,000 to consolidate funding into one budget unit under the Accumulated Capital Outlay Fund for roof improvements to three buildings; Approve an Appropriation Transfer Request for \$50,000 from the Accumulated Capital Outlay Fund Contingencies to fully fund the project (4/5 vote required); and Authorize the County Administrator or designee to execute the agreement and any amendments within the approved project budget

Attachments: [A - Agreement](#)
 [B - Estimated Project Cost Summary](#)
 [C - Bid Results](#)
 [Executed Agreement](#)
 [Minute Order](#)

Approved

- 8 [18-675](#) Adopt a resolution amending the List of Numbers and Classifications of Positions to add 1.0 Full-Time Equivalent (FTE) Project Manager, 1.0 FTE Staff Analyst, and 1.0 FTE Accountant to the Napa/Solano Area Agency on Aging administered by the Department of Health and Social Services

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-178

- 9 [18-672](#) Approve the acceptance of a Kaiser Permanente "Breaking Barriers" grant in the amount of \$90,000 for the period of October 1, 2018 through June 30, 2019 on behalf of the Office of Family Violence Prevention; Authorize the District Attorney to execute the Kaiser Permanente "Breaking Barriers" grant agreement; Approve an Appropriation Transfer Request for \$90,000 to recognize the unanticipated grant revenue for program services to fill crime victim service gaps and needs (4/5 vote required); Approve the grant-funded contract for the period of October 1, 2018 through June 30, 2019 in the amount of \$90,000 to Solano Advocates for Victims of Violence (SAVV) for crime victim advocacy services; and Authorize the County Administrator to execute the contract and any subsequent amendments that remain within budgeted appropriations

Attachments: [A - Grant Award](#)
 [Executed Contract](#)
 [Minute Order](#)

Approved

MISCELLANEOUS ITEMS

- 11 [18-641](#) Approve the appointment of Catherine Cook to serve on the Airport Land Use Commission, representing District 1, for a term to expire on May 6, 2019
- Approved**

REGULAR CALENDAR

- 6 [18-662](#) Approve an agreement for \$291,565 with Weber General Engineering, Inc. of Vacaville for the Agriculture Commissioner Facility Domestic Water Line Connection Project at 2543 Cordelia Road in Fairfield; Approve 3 agreements, including an Assignment Agreement between the City of Fairfield, Department of Transportation (Caltrans) and Solano County, a Maintenance Agreement for Joint Use Water Service Line(s) between Caltrans and Solano County, and an Agreement for Billing of Water Usage between the California Highway Patrol and Solano County; and Authorize the County Administrator, or designee, to execute all agreements, incorporating any final revisions and amendments necessary for the project and operation of the water system within the approved budget

Attachments: [A - Construction Agreement](#)
 [B - Draft Assignment Agreement](#)
 [C - Draft Maintenance Agreement](#)
 [D - Draft Water Billing Agreement](#)
 [E - Project Cost Summary](#)
 [F - Bidders of Record](#)
 [Executed Agreement](#)
 [Minute Order](#)

In response to a question from Supervisor Brown, County Counsel Dennis Bunting advised that the agreement was restricted to the facility and would correct a past problem the facility had with water supply.

Mr. Bunting commented on the benefits to the County of having an experienced attorney like Bernadette Curry working on these types of matters.

On motion of Supervisor Brown, seconded by Supervisor Spering, the Board approved an agreement for \$291,565 with Weber General Engineering, Inc. of Vacaville for the Agriculture Commissioner Facility Domestic Water Line Connection Project at 2543 Cordelia Road in Fairfield; Approved 3 agreements, including an Assignment Agreement between the City of Fairfield, Department of Transportation (Caltrans) and Solano County, a Maintenance Agreement for Joint Use Water Service Line(s) between Caltrans and Solano County, and an Agreement for Billing of Water Usage between the California Highway Patrol and Solano County; and Authorized the County Administrator, or designee, to execute all agreements, incorporating any final revisions and amendments necessary for the project and operation of the water system within the approved budget. So ordered by 5-0 vote.

7 [18-635](#)

Approve 4 contracts with the City of Benicia for \$227,925, Fighting Back Partnership for \$312,705, Miracle Christian Worship Center for \$275,668 and the City of Rio Vista for \$175,691, to provide services for the Alcohol, Tobacco, and Other Drug (ATOD) Prevention Program for the period beginning October 1, 2018 through June 30, 2021; and Authorize the County Administrator to execute the contracts and any subsequent amendments that remain within budgeted appropriations

Attachments: [A - City of Benicia Contract](#)
 [B - Fighting Back Partnership Contract](#)
 [C - Miracle Christian Workshop Center Contract](#)
 [D - City of Rio Vista Contract](#)
 [Executed Contract - City of Benicia](#)
 [Executed Contract - Fighting Back Partnership](#)
 [Executed Contract - Miracle Christian Workshop Center](#)
 [Executed Contract - City of Rio Vista](#)
 [Minute Order](#)

In response to comments from Supervisor Hannigan, Public Health Officer Dr. Bela Matyas provided information on the requirements placed on the funding being received and noted that the department has become much more deliberate in what was being asked of the vendors, that more deliverables are more concrete, and that the department was using this to focus on cannabis, alcohol and other drug sources

Senior Health Manager Robin Cox provided information on a project for smoke free housing in Vallejo, noting that it was a different funding source. She then provided information on metrics for the funding for the 5 year strategic plan, and how youth access was being reduced. She noted that she would provide the plan to the Board.

Supervisor Hannigan noted the need for reports to the Board on a regular basis so that the Board could see results and changes happen. She noted the need to make sure these vendors were getting results and asked for a report out on ATOD spending and measurables annually.

Dr. Matyas noted that baselines still needed to be established around cannabis and that the challenge was to come up with a metric to show cultural change.

Supervisor Hannigan noted that most cities had been talking about cannabis for the last 3 to 5 years and that there had to be some baseline measurements as cities were looking at policies.

Supervisor Sperring requested that the four vendors provide a short presentation to the Board on what they are seeing and doing.

Ms. Cox advised that staff could bring a presentation to the Board after the first year of funding had been completed.

Supervisor Sperling advised that he wanted to hear from the vendor, not staff, on the results they were seeing and the challenges they are facing.

Supervisor Hannigan noted that several of the vendors had received funding for many years.

Chair Vasquez noted the need to not get involved in city business but having the option to comment on matters.

Ms. Cox advised that staff were sometimes asked to come and provide expert testimony in some of the jurisdictions.

On motion of Supervisor Hannigan, seconded by Supervisor Sperling, the Board approved 4 contracts with the City of Benicia for \$227,925, Fighting Back Partnership for \$312,705, Miracle Christian Worship Center for \$275,668 and the City of Rio Vista for \$175,691, to provide services for the Alcohol, Tobacco, and Other Drug (ATOD) Prevention Program for the period beginning October 1, 2018 through June 30, 2021; Authorized the County Administrator to execute the contracts and any subsequent amendments that remain within budgeted appropriations; and Directed that an annual report out regarding result metrics and a presentation by the vendors come back to the Board within a reasonable time after the first year of the contract. So ordered by 5-0 vote.

10

[18-667](#)

Adopt an ordinance authorizing the implementation of a Community Choice Aggregation program in the unincorporated area of Solano County and directing the County Administrator to execute a Joint Powers Agreement with Marin Clean Energy, formerly known as the Marin Energy Authority

Attachments: [A - Ordinance](#)
 [B - MCE Joint Powers Agreement](#)
 [Executed Joint Powers Agreement](#)
 [Executed Ordinance](#)
 [Minute Order](#)

Supervisor Thomson noted that the Board had received an email from Alicia Minyen regarding concerns on this project. He then asked that staff respond to the questions as he read them.

Director of Resources Management Bill Emlen noted that staff and MCE were available for questions.

In response to the first question, Deputy Director of Community Development for MCE Alex DiGiorgio noted that the JPA section referenced was included to ensure that the energy usage that correlates to the weighted vote of each jurisdiction is updated annually since the energy markets and energy usage were dynamic. He advised that MCE wanted to make sure that the board votes reflected the most up to date usage data that's available for each jurisdiction and noted that the first 5 years of usage was from the initial creation of the JPA to cover the time taken for jurisdictions to join. Supervisor Thomson requested that a response be sent to Ms. Minyen's email.

In response to the second question, Mr. DiGiorgio noted that MCE had just received PG&E's load data and still needed to go through it, however it appeared that the county had a large amount of electric users and was larger than some jurisdictions, which would mean that the county would not have an insignificant vote.

Chair Vasquez noted that Ms. Minyen was a resident of Vacaville and that the JPA was only for unincorporated county. He advised that cities would have to join in the JPA as well.

In response to the third question, Mr. Emlen provided information on discussions with Valley Clean Energy and noted that its sources of energy may be inconsistent with county General Plan policies. He advised that MCE provided a clearer picture of energy sources and that staff felt it was the more appropriate choice to go with.

In response to the fourth question, Mr. DiGiorgio noted that MCE was supportive of Valley Clean Energy and its goals. He noted that MCE was careful not to speculate on PG&E rates and instead looked at historical facts. He advised that MCE rates were lower than PG&E three quarters of the time since going into service. He commented that the MCE Board could decide to use reserves if the market fluctuated more than anticipated and that MCE tried to keep rates lower than PG&E in order to keep its customers.

In response to the fifth question, Mr. DiGiorgio noted that MCE delivered more clean energy than PG&E and that reporting was provided primarily through board operations and compliance reporting requirements with the state.

Supervisor Thomson commented in support of the JPA and asked that a response be sent to Ms. Minyen.

In response to questions from Chair Vasquez, Mr. DiGiorgio provided information on renewable energy options for customers. He noted that customers could opt out or change options at any time.

In response to a question from Supervisor Spering, Mr. DiGiorgio noted that MCE rates were 2-5% lower than PG&E.

On motion of Supervisor Thomson, seconded by Supervisor Hannigan, the Board adopted Ordinance No. 2018-1795 authorizing the implementation of a Community Choice Aggregation program in the unincorporated area of Solano County and directing the County Administrator to execute a Joint Powers Agreement with Marin Clean Energy, formerly known as the Marin Energy Authority. So ordered by 5-0 vote.

Enactment No: Ordinance 2018-1795

12

[18-674](#)

Receive a presentation on the proposed Solano County Human Services Needs Assessment

Attachments: [A - Presentation](#)
 [Executed Contract](#)
 [Minute Order](#)

Executive Director of First 5 Solano Michele Harris introduced the item.

Vice-President of Evaluation for Applied Survey Research Lisa Niclai provided an overview of the Needs Assessment Plan.

In response to questions from Supervisor Thomson, Ms. Harris provided information about the makeup of a workgroup that would go through the results of the needs assessment.

County Administrator Birgitta Corsello advised that part of the process was to talk to the nonprofits.

Ms. Niclai continued to provide information on the Needs Assessment Plan.

In response to a question from Chair Vasquez, Ms. Niclai advised how interviews for the needs assessment would take place.

Ms. Harris advised that they were open to suggestions for whom to interview.

Chair Vasquez asked if a Board member or an ad hoc committee was needed.

County Counsel Dennis Bunting noted that an ad-hoc committee under the Brown Act would likely be how the Board would participate in the interviews.

Ms. Corsello advised that a report would come back to the Board and that this was a way to manage all of the things needing to be done in this complicated process. She then noted that the County was serving multiple groups and that it was important to look at how to bring it all together and how to write grants for what is needed as a result of the needs assessment.

Chair Vasquez commented on the need for a lot of work and effort to reach out to as many as possible to capture all the voices of those the County served.

Supervisor Hannigan advised that First 5 Solano worked with Ms. Niclai and her group to do the same thing for its own services.

Supervisor Sperring recommended including city police and fire chiefs in the interviews, as well as staff from the Board of Supervisors. He then suggested having two members from the Board on the ad-hoc committee.

Ms. Niclai noted that a community survey could also be sent out to residents.

In response to comments from Chair Vasquez and Supervisor Spering, Ms. Niclai noted that questions asked would include probes to ask if there were any special populations that they're really concerned about or whether there were local programs, resources or assets that could be leveraged for greater impact.

Chair Vasquez commented on the importance of making sure that residents understand what the County does.

Supervisor Brown commented on the need to address measurables and eventually capture data from everyone.

Supervisor Thomson commented on the number of adults admitted to emergency rooms and the need to look at the amount of resources being spent on this.

In response to a question from Chair Vasquez, Ms. Corsello noted that Area Agency on Aging funding streams came from state and federal sources and dictated which categories to fund. She advised that this needs assessment could help with augmentation on what the state and federal agencies were doing.

Chair Vasquez commented on the need to use this assessment as a tool to use to address how it all works together and noted that issues could not continue to be put in silos.

Ms. Harris noted that the information would help create a process and provide criteria for direction of limited resources and could be used beyond the general intent.

Chair Vasquez commented on the challenge of being able to articulate how it all works with the Board's priorities and how it is all tied together with programs already in place.

Chair Vasquez suggested that Supervisors Hannigan and Brown be on the ad-hoc committee.

Supervisor Brown noted that Supervisor Thomson wanted to be on the committee.

Supervisor Thomson noted that he would like to be on the committee and commented on the need to conduct conversations about nonprofits to address no duplication of services and whether they were efficient with their use of dollars. He noted caution about nonprofits not being around later because they were struggling to maintain services and noted a need to help them if they provide the service well.

Supervisor Hannigan advised that First 5 Solano continued to do assessments and that nonprofits in the county had not been making connections to outside financing. She noted that they were looking to the County and cities for funding but that this couldn't be the only funding.

In response to a question from Supervisor Brown, Ms. Niclai provided information on recent cities she had worked with and noted that she would send a list to the Board.

In response to a question from Chair Vasquez, Ms. Niclai noted that the school districts would be involved in the needs assessment and that the Board's expectations for the report were not too high. She advised that the report would likely be in two parts to understand what the needs were and then to address duplication of efforts.

Mr. Bunting clarified his earlier statement and advised that the two Board members would be forming an ad-hoc committee that was not subject to the Brown Act, however the committee would report back to the Board.

Ms. Niclai advised that the first meeting for the committee would likely be just before Christmas.

On motion of Supervisor Hannigan, seconded by Supervisor Thomson, the Board accepted the presentation; Authorized the County Administrator to proceed with the Solano County Human Services Needs Assessment; and Appointed Supervisors Hannigan and Thomson to be the members of a Board ad hoc committee for the Solano County Human Services Needs Assessment. So ordered by 5-0 vote.

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

Chair Vasquez 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 Wesley Brisco, an active member of the Vallejo community.

B. Supervisor Hannigan requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Jeffrey Bacon, an active member of the Vallejo community.

C. Supervisor Spering requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Earl Olson, an active member of the Fairfield community.

D. Supervisor Spering requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Elizabeth Betsy Price, an active member of the Fairfield community.

Chair Vasquez noted that the Board would be recessing to Closed Session to discuss the following matters and would reconvene at 1:00 P.M. with no report out.

CLOSED SESSION

- 13 [18-663](#) Conference with Legal Counsel - Existing Litigation: The People v. ConAgra Grocery Products Company et al.

Attachments: [A - Memorandum](#)

RECONVENE

This meeting of the Solano County Board of Supervisors reconvened at 1:01 P.M. All members were present and Chair Vasquez presided.

County Counsel Dennis Bunting advised that there was no report out from closed session.

- 14 [18-664](#) Adopt and present a resolution proclaiming the week of September 22 - 28, 2018 as Centenarian Week in Solano County

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Supervisor Hannigan noted that there were two more Centenarians from Vallejo that should be recognized. Their names were Agnes "Tutty" Lyon, 100 years old and Percy Klimisch, 104 years old.

On motion of Supervisor Thomson, seconded by Supervisor Hannigan, the Board adopted and presented Resolution No. 2018-179 proclaiming the week of September 22-28, 2018 as Centenarian Week in Solano County. So ordered by 5-0 vote. (see Resolution Book)

From the City of Fairfield: Dorothy "Dot" Soto, 103, Maria Luz Tobias Galang, 101, Robert "Sully" Sullivan, 102, Dorothy Daviner, 102, LaVonne Eyres, 101, Charles M. Gilbert (USAF Col. Ret.), 101, Irene A. Bruce, 100, Philip Yaggy (USAF Major Ret.), 100, Simona Salas, 100, Richard Marsch, 100

From the City of Vacaville: Perle Williams, 105, Esther Krum, 104, Barbara Wilkins, 103, Dorothy Pennycott, 103, Bruce Sooy, 101, Claire Miller, 101, Marge Bors, 101, Stella Roybal, 101, Juanita Molla Castro Garcia, 100, Ivy Brittan, 100, Robert E. Booth, 100, William B. Oakes, 100, Gerald "Jerry" Simoni, 101, Guillermo Velasco, 100, Bill Ahl, 100, Leona Elledge, 100, Hazel Walters, 100, Elizabeth Freeman, 100

From Suisun City: Lucy Higgs, 107, Tillie Golden, 102, Amparo R. Flores, 100

From the City of Vallejo: Reta Wills, 107, Percy Klimisch, 104, Valerie Haycock, 106, Basilisa Ilog, 102, Ruth Marcacci, 103, Robert Daine, 101, Navarre Marshall, 102, Marie Westcot, 101, Jack Wallin, 100, Marion "Betty" Burgelin, 100, Ruth Trimble, 100, Agnes "Tutty" Lyon, 100

From the City of Rio Vista: Lupe Ramos, 100

Enactment No: Resolution 2018-179

ADJOURN:

This meeting of the Solano County Board of Supervisors adjourned at 2:09 P.M. in memory of Wesley Brisco, Jeffrey Bacon, Earl Olson, and Elizabeth Betsy Price. Next meeting of the Solano County Board of Supervisors will be October 2, 2018 at 8:30 A.M., Board Chambers, 675 Texas Street, Fairfield, California.

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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Minutes - Draft Board of Supervisors

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*James P. Spering (Dist. 3)
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*Skip Thomson (Dist. 5)
(707) 784-6130*

Tuesday, October 2, 2018

8:30 AM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Board of Supervisors met on the 2nd day of October 2018 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 8:30 A.M. Present were Supervisors Brown, Spering, Thomson and Chair Vasquez. Supervisor Hannigan was excused. Chair Vasquez presided. Also present were County Administrator Birgitta E. Corsello and County Counsel Dennis Bunting.

ROLL CALL

John M. Vasquez, Monica Brown, James P. Spering, Skip Thomson. Erin Hannigan was excused.

CLOSED SESSION

The Solano County Board of Supervisors recessed to Closed Session at 8:31 A.M. to discuss the following matters:

- 1 [18-686](#) Conference with Real Property Negotiators: Property: APN 0030-295-130, 460 Union Avenue, Fairfield; Agency negotiators: Birgitta E. Corsello, County Administrator, Nancy Huston, Assistant County Administrator, Megan Greve, General Services Director and Keith Hanson, Real Estate Services Manager; Negotiating party: Hal Alpert; Under negotiation: Price and terms

Conference with Legal Counsel - Existing Litigation: County of Solano v. CMT Federal Credit Union, now known as Solano First Credit Union, Ticor Title, now known as Fidelity National Title Insurance Company, and DOEs 1 through 60

Attachments: [A - Memorandum](#)

RECONVENE

This meeting of the Solano County Board of Supervisors reconvened at 9:00 A.M. All members were present and Chair Vasquez presided.

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

County Counsel Dennis Bunting advised that there were no reports from Closed Session.

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

- 2 [18-688](#) Adopt and present a resolution recognizing October 2018 as Domestic Violence Awareness Month in Solano County (Chair Vasquez)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Sperring, seconded by Supervisor Thomson, the Board adopted and presented Resolution No. 2018-180 recognizing October 2018 as Domestic Violence Awareness Month in Solano County. So ordered by 4-0 vote.

Enactment No: Resolution 2018-180

- 3 [18-643](#) Adopt and present a resolution recognizing October 21- 27, 2018 as Childhood Lead Poisoning Prevention Week (Supervisor ~~Hannigan~~ Brown)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Brown, seconded by Supervisor Sperring, the Board adopted and presented Resolution No. 2018-181 recognizing October 21- 27, 2018 as Childhood Lead Poisoning Prevention Week. So ordered by 4-0 vote.

Enactment No: Resolution 2018-181

ITEMS FROM THE PUBLIC

Chair Vasquez 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) George Guynn, Jr., Suisun City, commented on balancing housing between communities, finding a different location for the Tiny Home Project and resolving the homeless population through nonprofit agencies.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

There were no additions to or deletions from the Solano County Board of Supervisors' agenda for October 2, 2018.

APPROVAL OF THE AGENDA

On motion of Supervisor Thomson, seconded by Supervisor Brown, the Board approved the agenda of the Solano County Board of Supervisors for October 2, 2018 as submitted. So ordered by 4-0 vote.

PUBLIC COMMENT ON CONSENT CALENDAR

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) George Guynn, Jr., Suisun City, commented on Item 8 regarding recovery of costs from patients for the contract cost.

Mental Health Services Manager Andy Williamson provided information on the program, noting that the program fell under state requirements for MediCal and that there was a pass through process of funding.

Director of Health and Social Services Gerald Huber noted that this was a compliance related issue within the context of the County's state contracts and MediCal.

APPROVAL OF THE CONSENT CALENDAR

On motion of Supervisor Thomson, seconded by Supervisor Brown, the Board approved the following Consent Calendar items by 4-0 vote.

CONSENT CALENDAR

- 4 [18-670](#) 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](#)
 [Adopted Resolution](#)
 [Minute Order](#)
- Adopted**
- Enactment No: Resolution 2018-182**
- 5 [18-668](#) Adopt a resolution to amend the Alphabetical Listing of Classes and Salaries to add the classification of Sheriff Criminal Justice Program Services Manager with a monthly salary of \$8,262.94 - \$10,043.65 and delete the classification of Inmate and Program Services Manager; and Adopt a resolution to amend the List of Numbers and Classifications of Positions to reclassify the Inmate Program Services Manager to Sheriff Criminal Justice Program Services Manager
- Attachments:* [A - Resolution - Alphabetical Listing of Classes and Salaries](#)
 [B - Resolution - List of Numbers and Classifications of Positions](#)
 [C - Class Specification](#)
 [Adopted Resolution - Alphabetical Listing of Classes and Salaries](#)
 [Adopted Resolution - List of Numbers and Classifications of Positions](#)
 [Minute Order](#)
- Adopted**
- Enactment No: Resolution 2018-183 and Resolution 2018-184**
- 6 [18-684](#) Adopt a resolution authorizing application to the California Department of Transportation for a State Airport Loan in the amount of \$453,000 to renovate aeronautical office building spaces at the Nut Tree Airport; and Delegate signing authority to the County Administrator to execute the application, agreement, loan modifications for project funding and any other necessary documents associated with the State Airport Loan
- Attachments:* [A - Resolution](#)
 [B - Project Estimate](#)
 [C - Aerial Photo of Project Site](#)
 [Adopted Resolution](#)
 [Minute Order](#)
- Adopted**
- Enactment No: Resolution 2018-185**

7 **[18-531](#)**

Approve the seventh amendment with Netsmart Technologies, Inc. for \$391,562 for a total contract amount of \$4,925,450 through June 30, 2022 to include additional software licenses for Avatar Electronic Health Record, Order Connect, and Plexus Cloud Hosting licenses, and the implementation of electronic Prescribing Controlled Substances tokens and licenses and the Key Performance Index dashboard; and Authorize the County Administrator to execute the amendment and any future amendments that remain within budgeted appropriations

Attachments: [A - Netsmart Amendment](#)
[B - Links to Original Contracts and Amendments](#)
[Executed Amendment - NetSmart](#)
[Minute Order](#)

Approved

8 **[18-693](#)**

Approve 2 contracts, one with Medmark Treatment Centers - Fairfield, Inc. for \$1,416,432 and the other with Successful Alternatives for Addiction and Counseling Services, Inc. for \$1,226,366, to provide narcotic treatment services beginning on October 1, 2018 through June 30, 2019; Authorize the County Administrator to execute contract amendments that are within budgeted appropriations; Authorize the Director of Health and Social Services to execute any amendments which are technical or administrative in nature and have no fiscal impact; and Approve an Appropriation Transfer Request in the amount of \$1,930,297 (4/5 vote required)

Attachments: [A - Medmark Contract](#)
[B - Successful Alternatives Contract](#)
[Executed Contract - Successful Alternatives](#)
[Executed Contract - Medmark](#)
[Minute Order](#)

Approved

9 **[18-704](#)**

Approve a 3 year Memorandum of Understanding between the Community Action Partnership of Solano, Joint Powers Authority and the Cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo for further implementation of the Housing First Solano Continuum of Care Coordinated Entry System for \$214,228, effective upon execution by all cities through June 30, 2021

Attachments: [A - Memorandum of Understanding](#)
[Executed MOU](#)
[Minute Order](#)

Approved

- 10 [18-660](#) Authorize the County Administrator to execute, pending county counsel concurrence, an agreement and any amendments with Health Management Associates on behalf of the California Department of Health Care Services to receive \$25,000 under the Expanding Medication Assisted Treatment in County Criminal Justice Settings: A Learning Collaborative Grant for the period August 1, 2018 through March 31, 2019; and Approve an Appropriation Transfer Request to recognize \$25,000 in unanticipated grant revenue and related appropriations to participate in learning collaboratives and receive training and guidance (4/5 vote required)

Attachments: [Minute Order](#)

Approved

- 11 [18-685](#) Approve a 3 year agreement with Sun Ridge Systems, Inc. for replacement software for the Computer Aided Dispatch and Records Management System applications to include related applications and required interfaces, installation, training, and three-year support for a cost of \$596,808; Delegate authority to the Chief Information Officer to execute the agreement and any amendments that remain within budgeted appropriations not to exceed \$75,000; and Authorize the Sheriff or his designee, with concurrence of the Chief Information Officer, to execute amendments which are technical in nature

Attachments: [A - Agreement](#)
 [Executed Agreement](#)
 [Minute Order](#)

Approved

MISCELLANEOUS ITEMS

- 12 [18-681](#) Approve the appointment of Mina Diaz to the First 5 Solano Children and Families Commission, representing District 2, to fill an unexpired term ending on June 27, 2021

Attachments: [Minute Order](#)

Approved

REGULAR CALENDAR

Solano County Housing Authority:

- 13 [18-622](#) Receive an update and accept public comments on the Solano County Housing Authority's activities during FY2017/18

Attachments: [Minute Order](#)

Minutes regarding this matter are contained in the Solano County Housing Authority Minutes Book.

Accepted

- 14 [18-694](#) Consider adopting an urgency ordinance enacting Chapter 8 of the Solano County Code establishing minimum health and safety standards for emergency homeless facilities and shelters (4/5 vote required)

Attachments: [A - Ordinance](#)
 [Adopted Ordinance](#)
 [Minute Order](#)

On motion of Supervisor Brown, seconded by Supervisor Thomson, the Board approved reading the proposed urgency ordinance enacting Chapter 8 of the Solano County Code, establishing minimum health and safety standards for emergency homeless facilities and shelters by title only and waived further reading by a majority vote. So ordered by 4-0 vote.

Director of Resource Management Bill Emlen introduced the item.

Assistant Director of Resource Management Terry Schmidtbauer provided an overview of the urgency ordinance.

In response to a question from Supervisor Thomson, Mr. Schmidtbauer noted that an emergency preparedness plan and pet plan would be worked on with the operators of the facilities.

Supervisor Thomson commented on the importance of having a pet plan. He then commented on the length of stay for the client.

In response to a question from Supervisor Spering, Mr. Schmidtbauer noted that the ordinance was not specific to one location and allowed for flexibility for tents or buildings. He advised that a facility using tents would have to comply with the same set of standards as buildings.

Supervisor Thomson noted that the ordinance required a 50 sq. foot minimum per person.

Chair Vasquez noted that the ordinance would allow for emergency shelters using tents if there was a need to use them.

Mr. Schmidtbauer noted that the ordinance addressed emergency homeless shelters in a shelter crisis declared location.

On motion of Supervisor Brown, seconded by Supervisor Thomson, the Board adopted Ordinance 2018-1796, an urgency ordinance enacting Chapter 8 of the Solano County Code, establishing minimum health and safety standards for emergency homeless facilities and shelters. So ordered by 4-0 vote.

Enactment No: Ordinance 2018-1796

15

[18-690](#)

Receive a presentation on the current project delivery of capital project improvements, project delivery status, and project funding, including the Road Repair and Accountability Act of 2017

Attachments: [Minute Order](#)

Director of Resource Management Bill Emlen introduced the item and provided an update on project delivery of Public Works capital projects.

In response to a question from Supervisor Thomson, Mr. Emlen provided information on the widening of Pleasants Valley Road.

Supervisor Thomson suggested more public outreach to educate bicyclists about using the shoulder of the road to increase safety.

Chair Vasquez noted that the bicyclist community was providing feedback that more sweeping was needed on the shoulders of the road.

Supervisor Brown advised that the Hale Ranch Road and Cordelia Road intersection had a divet that needed to be smoothed out and a eucalyptus tree along 680 that hadn't been cleaned up.

In response to questions from Supervisor Brown, Solano Transportation Authority (STA) Executive Director Darryl Halls provided information on the Street Highway Operation Protection Program (SHOPP) and improvements in progress that were being delivered by Caltrans and STA, noting that they were in jeopardy if SB 1 went away. He then provided information on the project at I-80 and McGary Road.

County Administrator Birgitta Corsello provided information on past instances when road funding was lost and the impacts they caused on projects and department staffing.

Mr. Emlen noted that more efficient equipment had helped with some of those staffing impacts but advised that it was not enough to fill the gap.

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) George Guynn, Jr., Suisun City, commented on SB 1 funding and in support of Proposition 6.

Supervisor Brown thanked the department for the lines painted on Pitman Road.

Supervisor Spering commented on recent polling data showing that over 50% of polled residents were in opposition to Proposition 6. He then commented on the importance of SB 1 to provide funding for streets and roads and noted that there was a constitutional amendment passed in June that prevented diversion of the funding. He noted that conditions of streets affected property values and that SB 1 funding was imperative to providing public safety to the community and maintaining roads and infrastructure.

Mr. Halls introduced STA Marketing & Legislative Program Manager Vince Ma and noted that a Proposition 6 fact sheet was being prepared by STA and would be provided to the Board members. He then commented on additional funding and projects that could be affected by a loss of SB 1.

Chair Vasquez commented on the importance of agricultural roads and road improvements.

Received

RECESS

This meeting of the Solano County Board of Supervisors recessed at 10:43 A.M. and reconvened at 2:00 P.M. All members were present and Chair Vasquez presided.

2:00 P.M.

16

[18-679](#)

Conduct a noticed public hearing to consider updates to development policies and regulations for the Suisun Marsh, which include: Adopting a resolution approving a Negative Declaration; Adopting a resolution amending General Plan (G-18-02) with policies pertaining to the Suisun Marsh; Adopting an ordinance amending Chapter 28 (Zoning Regulations); Introducing an ordinance amending Chapter 31 (Grading, Drainage, Land Leveling, and Erosion Control); and Adopting a resolution amending the Solano County Component of the Suisun Marsh Local Protection Program and transmitting the Local Protection Program to the Bay Conservation and Development Commission for certification

Attachments: [A - Resolution Adopting Negative Declaration](#)
 [B - Resolution Amending General Plan](#)
 [C - Ordinance Amending Chapter 28](#)
 [D - Ordinance Amending Chapter 31](#)
 [E - Resolution Adopting 2018 LPP Amendment](#)
 [F - LPP Amendment Negative Declaration](#)
 [G - 2018 Local Protection Program](#)
 [H - Notice of Public Hearing](#)
 [Adopted Resolution Adopting Negative Declaration](#)
 [Adopted Resolution Amending the General Plan](#)
 [Adopted Ordinance](#)
 [Adopted Resolution 2018 LLP Amendment](#)
 [Minute Order](#)

Chair Vasquez opened the public hearing.

Supervisor Thomson announced that he was still under an ex parte prohibition communication order as a result of his role membership on the Delta Stewardship Council and left the chamber.

Director of Resource Management Bill Emlen introduced the item.

Planning Program Manager Mike Yankovich provided an overview of the 2018 Suisun Marsh Local Protection Program (LPP) Amendment.

In response to a question from Chair Vasquez, Mr. Yankovich provided information on wind turbine height restrictions.

In response to a question from Supervisor Spering, Mr. Yankovich noted that the Potrero Hills Landfill had already gone through an approval process for expansion and that the amendment did not prevent the expansion.

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) Steve Chappel, Executive Director of the Suisun Resource Conservation District, commented on the need for a setback for wind development from the secondary marsh and in support of the Suisun Marsh LPP.

In response to a question from Chair Vasquez, Mr. Chappel noted that the permitting authority in the secondary Marsh was the County.

Chair Vasquez closed the public hearing.

On motion of Supervisor Brown, seconded by Supervisor Spering, the Board adopted Resolution 2018-186 approving a Negative Declaration of environmental impact for the project; Adopted Resolution 2018-187 amending the Solano County General Plan (G-18-02); Approved reading the proposed ordinances amending Chapter 28 of the Solano County Code, amending Sections 28.22 and 28.52, relating to land uses in the Suisun Marsh Agricultural

(A-SM) and Marsh Preservation (MP) zoning districts and amending Chapter 31 of the Solano County Code, amending sections 31-12, 31-20, 31-30, and 31-40 relating to grading drainage, land leveling, and erosion control in the Suisun Marsh and Watershed by title only and waived further reading by a majority vote; Adopted Resolution 2018-188 amending the Solano County Component of the Suisun Marsh Local Protection Program and transmitting the Local Protection Program to the Bay Conservation and Development Commission for certification; Adopted Ordinance 2018-1797 amending Chapter 28 of the Solano County Code, amending Sections 28.22 and 28.52, relating to land uses in the Suisun Marsh Agricultural (A-SM) and Marsh Preservation (MP) zoning districts; and Introduced an ordinance amending Chapter 31 of the Solano County Code, amending sections 31-12, 31-20, 31-30, and 31-40 relating to grading drainage, land leveling, and erosion control in the Suisun Marsh and Watershed. So ordered by 3-0 vote.

Enactment No: Ordinance 2018-1797 and Resolution 2018-186 through Resolution 2018-188

17 [18-673](#)

Conduct a noticed public hearing to consider Zone Text Amendment, (ZT-18-03) and the Planning Commission's affirmative recommendation; Adopt an ordinance amending Chapter 28 of the Solano County Code to define the short-term rental of a dwelling as a "vacation house rental" and to authorize such land use, subject to an administrative or minor use permit, within the Agricultural, Rural Residential and Watershed Zoning Districts

Attachments: [A - Ordinance](#)
[B - Vacation House Rental Requirements Comparison Table](#)
[C - Watershed Map](#)
[D - Planning Commission Resolution](#)
[E - July 19, 2018 Planning Commission Minutes](#)
[F - June 21, 2018 Planning Commission Minutes](#)
[G - May 17, 2018 Planning Commission Minutes](#)
[H - Notice of Public Hearing](#)
[Adopted Ordinance](#)
[Minute Order](#)

Director of Resource Management Bill Emlen introduced the item.

Planning Program Manager Mike Yankovich provided an overview of the proposed ordinance.

Mr. Emlen noted that correspondence from Carolyn and Tom West and Mary Browning had been sent to the Board and that it was also received by the department. He advise that additional correspondence on the ordinance had been provided to the Board.

Chair Vasquez commented in support of the flexibility for property owners and asked how the County could let the renters know that it is a right to farm county.

Deputy County Counsel Jim Laughlin advised that the County let property owners know that it was a right to farm county and that the property owners would communicate this to their tenants.

In response to a question from Chair Vasquez, Mr. Laughlin and Mr. Emlen advised that the department would ensure that there was language added about notifying tenants about the county being a right to farm county.

Chair Vasquez invited members of the public to address the Board on this matter and the following comments were received:

A) Eleanor MacMakin, Vacaville, commented on documentation that property owners had to provide, was input sought from organizations that protect local land and wildlife, was park district consulted

B) Dan Schwartz, Vacaville, commented in support of the ordinance and noted that his tenants were given documentation that the county was a right to farm county.

C) Reta Jones, Fairfield, commented on the need for a monitoring system for rentals and on concerns about a property with an empty barn being rented out.

D) Frank Vezzer, Fairfield, commented on his experience with the Building Department regarding the property with the empty barn and noted that it had never been rented, on concerns with individuals making illegitimate complaints and on concerns with making requirements overburdening for property owners.

E) Charles Wood, Mattice Law Office, commented in support of the ordinance, on economic benefits that could result from the rentals, asked that County not require minor use permits and commented on the need to streamline the business license process.

F) Mary Browning, Fairfield, commented in opposition to the ordinance and various concerns with the proposed regulations, noting that there were no penalties provided.

G) Laura Livadas, Fairfield, commented against minor use permits for hosted rentals and provided a handout of testimonials from individuals that had stayed at her chateau rental.

H) Marvin Schechtman, Fairfield, commented on the need to look at where the rentals would be located within residential neighborhoods.

Chair Vasquez closed the public hearing.

Supervisor Brown commented on concerns with housing availability, noting that unhosted house rentals took needed long term rentals off the market. She asked what policies and resources were in place to enforce the rules of the rentals and respond to situations not responded to by property owners of unhosted rentals. She then commented on the need for language to be added to unhosted rental regulations regarding a required 45 minute response by property owners when something happened.

Chair Vasquez commented on the 64 identified rentals and asked about those that are unidentified. He asked what action would be taken against those that don't follow the rules.

Mr. Laughlin advised that the ordinance clearly stated the county's position and noted the importance of taking a stand on what that position is. He noted that there were provisions in Chapter 28 on how enforcement is addressed. He noted that there was a process in place to resolve the issue and to first to try to bring the property into compliance, followed by abatement if that didn't work.

Mr. Emlen advised that the County could revoke the minor use permit if there was non-compliance.

In response to questions from Supervisor Brown, Mr. Bunting noted that the ordinance would allow for the County to pursue injunctions through the abatement process in court. He then commented on using a 45 minute response requirement for property owners and advised that it would be a threshold.

In response to a question from Supervisor Spering, Mr. Emlen provided information on the minor use permit process and requirements.

In response to questions from Supervisor Spering, Mr. Yankovich noted that the 45 minute response was not required on hosted properties because it was assumed that the property owner would be on site to respond. He then provided an explanation of Section 8 regarding rentals in use prior to the ordinance effective date.

Mr. Laughlin advised that the section was included to make clear that these types of uses are not legal uses until the ordinance went into effect.

Chair Vasquez noted that there was no grandfathering in effect.

In response to questions from Supervisor Spering, Mr. Laughlin advised that the dwellings must comply with setback and height requirements and that the dwelling would be grandfathered in if standards changed. Mr. Yankovich noted that the required fire inspection was a one-time inspection.

Supervisor Spering commented in support of using a minor use permit to ensure compliance and recommended that the property manager be available 24 hours a day and 7 days a week for both hosted and unhosted rentals.

Supervisor Thomson asked whether there was an expiration date on the minor use permit or administrative permit.

Mr. Emlen advised that a compliance review was required at five year intervals for all minor use permits and noted that there was no expiration on administrative permits.

In response to a question from Supervisor Thomson, Mr. Yankovich advised that the County's TOT (Transient Occupancy Tax) rate was 5%.

Mr. Emlen advised that a change to the TOT rate would require a vote of the public to change the TOT rate.

Supervisor Thomson commented on the need to remember that there was quality of life for surrounding residents in this issue and noted concerns that this was a potential commercial operation impacting residential neighborhoods.

In response to a question from Chair Vasquez, Mr. Laughlin provided information on ADA compliance, noting that these types of uses would not likely change occupancy requirements.

Vasquez commented on the need for the rentals to be safe and meet codes, noting that it could take a lot of updating on some older homes.

Mr. Laughlin advised that rentals would have to follow state building codes and new construction would need to meet current codes.

Chair Vasquez requested that staff bring back on update on this matter in one year and asked about the length of time for permits and business licenses to be approved.

Mr. Emlen advised that once a permit was approved, the time would be relatively quick to get a business license.

Supervisor Spering commented on wineries and vintners that were investing millions of dollars and advised that the challenge would be to not let areas get overdeveloped. He supported the idea of evaluating this matter in one year to see if it was impacting quality of life for people and that it needed to be monitored closely.

Supervisor Thomson asked what the benchmarks of the review would look like.

Supervisor Spering advised that the review could include a thorough review of the number of complaints from residents, impacts on the areas and feedback from investors. He noted that people were already running these rentals and that this process would give the County a tool to help with enforcement.

Mr. Emlen noted that staff could look at the status of the current 64 rentals identified and where they were at in permitting as part of the review.

Supervisor Thomson commented on the need for assurance that enforcement would be conducted for those not following the rules.

Mr. Emlen advised that the department would stay on top of this.

Supervisor Thomson commented that how complaints were dealt with and how enforcement was handled would be very important. He then advised that there was a need to revisit the TOT rate.

Mr. Bunting provided information on work being done to strengthen code enforcement language and noted that the County has been successful in getting injunctions. He then noted that the TOT had been 5% for a long time and that changing the TOT would require the matter to be placed on the ballot for a countywide general election.

Mr. Laughlin noted that the ordinance develops a tight link with the TOT registration and that violation of the tax ordinance was a misdemeanor.

Supervisor Spering commented that it was important for the Board to know if staff didn't have resources for enforcement so that it could allocate resources to it. He then commented on the long lag time for follow up on complaints and in support of a one year review and revisiting an increase in the TOT.

On motion of Supervisor Spering, seconded by Supervisor Thomson, the Board approved reading the proposed ordinance amending Chapter 28 of the Solano County Code to define the short-term rental of a dwelling as a "Vacation House Rental" and to authorize such land use, subject to either an Administrative Permit or a Minor Use Permit, within the A-20 Exclusive Agricultural, Suisun Valley Agricultural, Rural Residential, and Watershed zoning districts by title only and waived further reading by a majority vote. So ordered by 4-0 vote.

Supervisor Brown commented on concerns about taking care of surrounding neighbors.

In response to a question from Chair Vasquez, Mr. Laughlin noted that TOT was collected by the host and turned over to the County. He then advised that staff would need to look into whether a license was required by Board of Equalization.

Supervisor Thomson noted reservations about the ordinance and commented in support of a one year review.

In response to comments from Supervisor Brown, Mr. Emlen advised that the department would be comprehensive about evaluating and tracking this program and keeping track of enforcement issues.

On motion of Supervisor Spering, seconded by Supervisor Thomson, the Board adopted Ordinance 2018-1798 amending Chapter 28 of the Solano County Code to define the short-term rental of a dwelling as a "Vacation House Rental" and to authorize such land use, subject to either an Administrative Permit or a Minor Use Permit, within the A-20 Exclusive Agricultural, Suisun Valley Agricultural, Rural Residential, and Watershed zoning districts, as amended; Directed that a one year review be brought back to the Board on the status of the program; and Directed staff to explore and bring back a report regarding whether the TOT (Transient Occupancy Tax) rate was sufficient. So ordered by 4-0 vote.

In response to a request from Supervisor Sperling, Mr. Bunting addressed an allegation made regarding a conflict of interest for the supervisor and note that the issue affected a significant segment of the population, therefore it was an exception to the conflict of interest rules.

Adopted

Enactment No: Ordinance 2018-1798

18

[18-645](#)

Conduct a noticed public hearing to consider the adoption of an ordinance establishing a permanent prohibition of the establishment of commercial cannabis activities, including commercial cultivation of medicinal and recreational cannabis, and commercial cannabis delivery, distribution, transportation, processing, manufacturing, retail operations, microbusinesses, collectives, cooperatives, and testing facilities of medicinal and recreational cannabis in the unincorporated areas of Solano County

Attachments:

[A - Ordinance](#)

[B - Planning Commission Resolution No. 4659](#)

[C - Update on State and Local Cannabis Regs](#)

[D - Notice of Public Hearing](#)

[Adopted Ordinance](#)

[Minute Order](#)

Director of Resource Management Bill Emlen introduced the item.

Senior Planner Karen Avery provided an overview of past actions and activities concerning commercial cannabis regulations.

In response to a question from Chair Vasquez, Ms. Avery noted that the regulations applied to any venue.

Chair Vasquez opened the public hearing. There were no public speakers.

On motion of Supervisor Brown, seconded by Supervisor Sperling the Board approved reading the proposed ordinance establishing a permanent prohibition of the establishment of commercial cannabis activities, including commercial cultivation of medicinal and recreational cannabis, and commercial cannabis delivery, distribution, transportation, processing, manufacturing, retail operations, microbusinesses, collectives, cooperatives, and testing facilities of medicinal and recreational cannabis in the unincorporated areas of Solano County by title only and waived further reading by a majority vote. So ordered by 4-0 vote.

Chair Vasquez closed the public hearing.

Supervisor Brown commented in support of commercial cannabis and temporary cannabis events and against permanently prohibiting cannabis.

In response to a question from Supervisor Thomson, Deputy County Counsel Davina Smith noted that County law would apply to the County Events Center and advised that temporary cannabis events license would allow for the consumption of cannabis at the site and that it did allow for smoking if it was a facility that allowed smoking. She advised that it would be similar to a use permit process.

Supervisor Thomson commented in support of prohibition on cannabis in incorporated areas and then commented on activities on county properties.

Ms. Smith noted that the ordinance provides an exception for temporary cannabis events in the prohibition and that individuals interested in conducting an event would have to go through a permit process.

County Counsel Dennis Bunting noted that the current ordinance allowed for temporary cannabis events and recommended taking a vote on the ordinance and then a vote on the temporary cannabis events.

In response to a question from Supervisor Brown, Mr. Bunting advised that a yes vote on adoption of the ordinance would prohibit commercial production and sales in unincorporated areas except that it would allow temporary cannabis events because it must expressly eliminate that exception under the law.

On motion of Supervisor Spering, seconded by Supervisor Thomson, the Board adopted Ordinance 2018-1799 establishing a permanent prohibition of the establishment of commercial cannabis activities, including commercial cultivation of medicinal and recreational cannabis, and commercial cannabis delivery, distribution, transportation, processing, manufacturing, retail operations, microbusinesses, collectives, cooperatives, and testing facilities of medicinal and recreational cannabis in the unincorporated areas of Solano County. Supervisor Brown voted no. So ordered by 3-1 vote.

In response to a question from Supervisor Spering, Mr. Emlen noted that a temporary cannabis event permit would have to come back to the Board for approval.

County Administrator Birgitta Corsello advised that the Board could also direct staff to write new rules for the permit.

Supervisor Thomson commented on the need to look at this more specifically down the road.

In response to comments from Supervisor Spering and Supervisor Brown, Mr. Emlen advised that there would be some conflicts with what is allowed at facilities and what regulations were and that the County would need to address this. He advised that a request for a temporary cannabis event would come before the Board on a case by case basis. He noted that staff needed direction to look at this further and bring back recommendations to the Board.

Supervisor Spering commented in support of taking no action and having staff bring the issue back to the Board.

Mr. Bunting noted that the direction to the department would be that if it received a request then it would bring it back to the Board.

On motion of Supervisor Spering, seconded by Supervisor Thomson, the Board directed that staff bring an agenda item to the Board regarding regulations for Temporary Cannabis Events and that staff bring any requests they received for these events back to the Board for approval. Chair Vasquez voted no. So ordered by 3-1 vote.

Adopted

Enactment No: Ordinance 2018-1799

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

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

A. Supervisor Thomson requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Angela Weinzinger, an active member of the Travis community.

Supervisor Brown requested that all of the Board sign the adjournment certificate.

B. Supervisor Brown requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Dorothy "Dottie" Johnson, an active member of the Vacaville community.

C. Supervisor Brown requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Vicki Ovens, an active member of the Vallejo community.

ADJOURN:

This meeting of the Solano County Board of Supervisors adjourned at 4:07 P.M. in memory of Angela Weinzinger, Dorothy "Dottie" Johnson and Vicki Ovens. Next meeting of the Solano County Board of Supervisors will be October 25, 2018 at 8:30 A.M., Board Chambers, 675 Texas Street, Fairfield, California.

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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Minutes - Draft Board of Supervisors

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

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

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

*James P. Spering (Dist. 3)
(707) 784-6136*

*Skip Thomson (Dist. 5)
(707) 784-6130*

Tuesday, October 23, 2018

8:30 AM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Board of Supervisors met on the 23rd day of October 2018 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 8:30 A.M. Present were Supervisors Hannigan, Brown, Thomson and Chair Vasquez. Supervisor Spering was excused. Chair Vasquez presided. Also present were County Administrator Birgitta Corsello and County Counsel Dennis Bunting.

ROLL CALL

John M. Vasquez, Erin Hannigan, Monica Brown and Skip Thomson. James P. Spering was excused.

CLOSED SESSION

The Solano County Board of Supervisors recessed to Closed Session at 8:31 A.M. to discuss the following matters:

- 1 [18-729](#) Conference with Legal Counsel - Existing Litigation: The People v. John Tuteur and Napa County Grand Jury 2017-2018

Conference with Legal Counsel - Potential Litigation: Two cases

Attachments: [A - Memorandum](#)

RECONVENE

This meeting of the Solano County Board of Supervisors reconvened at 9:02 A.M. All members were present and Chair Vasquez presided.

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

County Counsel Dennis Bunting reported the following:

By a vote of 4-0, with Supervisor Spering excused, the Board authorized County Counsel to file an amicus brief in the matter of The People v. John Tuteur and Napa County Grand Jury 2017-2018.

By a vote of 4-0, with Supervisor Spering excused, the Board rejected the claims of Arthur Margolis and Donald Dubain as authorized under Government Code § 995.6 because providing a defense would not be in the best interest of the County and the employees did not act in the best interest of the County in that the Board supports the conclusions of impropriety as found by Judge Healy, in particular his comments on pages 10, 11 and 26 and footnotes 15 and 33, and it is imperative that the Board not condone practices that undermine the public's confidence in our criminal justice system.

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

- 2** **[18-732](#)** Adopt and present a resolution and plaque of appreciation honoring Custody Sergeant Michael Harrison upon his retirement from the Sheriff's Office with over 28 years of dedicated public service to Solano County (Supervisor Brown)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Brown, seconded by Supervisor Hannigan, the Board adopted and presented Resolution No. 2018-189 honoring Custody Sergeant Michael Harrison upon his retirement from the Sheriff's Office with over 28 years of dedicated public service to Solano County. So ordered by 4-0 vote.

Enactment No: Resolution 2018-189

- 3** **[18-733](#)** Approve and present a plaque of appreciation honoring Correctional Officer Stacey Bottoms upon her retirement from the Sheriff's Office with over 11 years of dedicated public service to Solano County (Chair Vasquez)

Attachments: [Minute Order](#)

On motion of Chair Vasquez, seconded by Supervisor Hannigan, the Board approved and presented a plaque of appreciation honoring Correctional Officer Stacey Bottoms upon her retirement from the Sheriff's Office with over 11 years of dedicated public service to Solano County. So ordered by 4-0 vote.

- 4 [18-711](#) Receive a presentation by the Department of Veteran Services on the selection of William Davis as "Employee of the Month" for November 2018

Attachments: [Minute Order](#)

Received

- 5 [18-737](#) Adopt and present a resolution recognizing November 2018 as Prematurity Awareness Month (Supervisor Hannigan)

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

On motion of Supervisor Hannigan, seconded by Supervisor Thomson, the Board adopted and presented Resolution No. 2018-190 recognizing November 2018 as Prematurity Awareness Month. So ordered by 4-0 vote.

Enactment No: Resolution 2018-190

ITEMS FROM THE PUBLIC

A) Donald Tipton, unincorporated Vallejo, commented on past remarks he made regarding the East Vallejo Fire Protection District.

B) Steve Sillen, member of the Senior Coalition, commented on the need for Senior Coalition appointments to be put on the agenda for approval.

C) Lesli Caldwell, Public Defender, introduced new Chief Deputy of the Alternate Defender's Office Thomas Barrett.

D) Judy Calpo, member of the Senior Coalition, commented on the need for appointments to be put on the agenda for the Senior Coalition.

E) Wally Pearce, member of the Senior Coalition, commented on the need for appointments to be put on the agenda for the Senior Coalition.

F) George Guynn, Jr., Suisun City, commented on state propositions and a Solano Transportation Authority lease for space.

G) Cindi Royval Unger, member of the Senior Coalition, commented on the need for appointments to be put on the agenda for the Senior Coalition.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

There were no additions to or deletions from the Solano County Board of Supervisors' agenda for October 23, 2018.

APPROVAL OF THE AGENDA

On motion of Supervisor Hannigan, seconded by Supervisor Brown, the Board approved the agenda of the Solano County Board of Supervisors for October 23, 2018 as submitted. So ordered by 4-0 vote.

PUBLIC COMMENT ON CONSENT CALENDAR

Supervisor Brown requested that Item 25 be moved to the Regular Calendar for discussion.

Chair Vasquez invited members of the public to address the Board on items listed on the Consent Calendar. The following comments were received:

A) Amber Robitaille, Vacaville, commented on Item 7 regarding contributions being made to the two churches and in opposition to the funds being used for the Tiny Shelter Project.

Chair Vasquez commented on the process of the Board members' contributions made to agencies.

Supervisor Thomson provided information on the contributions, noting that the funds were being donated in support of refrigeration needs and support for veterans. He then provided information on donations made by agencies and individuals to the Tiny Shelter Project.

Supervisor Thomson commented on Item 9 regarding the Animal Care Manager position noting that there was a savings in salary and noted he was in support of the item.

APPROVAL OF THE CONSENT CALENDAR

On motion of Supervisor Hannigan, seconded by Supervisor Thomson, the Board approved the following Consent Calendar items by 4-0 vote.

CONSENT CALENDAR

- 6 [18-730](#) Receive and file the Meeting Attendance Reports from the members of the Board of Supervisors

Attachments: [A - Appointment List](#)
 [Minute Order](#)

Received and Filed

- 7 [18-715](#) Authorize the County's contribution of \$3,000 from the General Fund contribution allocated to District 5 to benefit Church of the Epiphany, Vacaville (\$1,500) and Community Action North Bay (\$1,500)

Attachments: [Minute Order](#)

Approved

- 8 [18-721](#) Adopt resolutions recognizing the outstanding young men and women who attended the 2018 American Legion Boys State and American Legion Auxiliary Girls State summer leadership programs

Attachments: [A - Resolutions](#)
 [Adopted Resolutions](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-191 through Resolution 2018-203

- 9 [18-720](#) Adopt a resolution to amend the Alphabetical Listing of Classes and Salaries to establish a monthly salary of \$7,129.75 - \$8,666.26 for the classification of Animal Care Manager

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-204

- 10 [18-738](#) Approve the First Amendment to the Lease Agreement with the Judicial Council of California for approximately 11,460 square feet of County owned office space located at the Hall of Justice at 550-600 Union Avenue in Fairfield, for a 5 year term commencing June 1, 2018 and expiring May 31, 2023, at an initial rate of \$22,959 per month with annual rent increases thereafter; and Authorize the County Administrator to execute the amendment and any necessary, subsequent modifications or amendments

Attachments: [A - Amendment](#)
 [B - Link to Original Lease Agreement](#)
 [Minute Order](#)

Approved

- 11 [18-723](#) Receive the audit report of the First 5 Solano Children and Families Commission for the fiscal year ended June 30, 2018

Attachments: [A - Audit Report](#)
 [Minute Order](#)

Received

12 [18-724](#)

Approve a fourth contract amendment with Children's Network of Solano County for an increase of \$100,000 to provide basic needs for a total contract amount of \$607,347 for a term ending June 30, 2019; and Authorize the County Administrator to sign the agreement

Attachments: [A - Amendment](#)
 [B - Links to Original Contract and Amendments](#)
 [Executed Amendment](#)
 [Minute Order](#)

Approved

13 [18-722](#)

Accept the annual report from the Measure L Library Sales Tax Measure Independent Citizen's Oversight Committee on the use of library sales tax funds for the period of July 1, 2017 through June 30, 2018

Attachments: [A - Measure L Expenditure Plans](#)
 [B - September 17, 2018 Minutes](#)
 [Minute Order](#)

Accepted

14 [18-692](#)

Adopt a resolution recognizing November as In-Home Supportive Services Home Care Workers Month in Solano County

Attachments: [A - Resolution](#)
 [Minute Order](#)
 [Adopted Resolution](#)

Adopted

Enactment No: Resolution 2018-205

15 [18-659](#)

Approve a 2 year contract with Choice in Aging for \$1,100,000 to provide services under the Prevention and Early Access for Seniors Program approved in the Mental Health Services Act (MHSA) Three Year Integrated Plan for FY2017/18 through FY2019/20, for the period beginning September 1, 2018 through June 30, 2020; and Authorize the County Administrator to execute the contract and any subsequent amendments that remain within budgeted appropriations

Attachments: [A - Contract](#)
 [Minute Order](#)

Approved

- 16 [18-740](#) Authorize the District Attorney to submit a grant proposal to The California Governor's Office of Emergency Services (CalOES) for a maximum grant amount of \$337,828 for the period of January 1, 2019 to December 31, 2020 to increase services and programs at the Solano Family Justice Center (SFJC)

Attachments: [A - Grant RFA](#)
 [Minute Order](#)

Approved

- 17 [18-706](#) Approve a plaque of appreciation honoring Carolyn L. Adams, Collections Officer, upon her retirement from the Probation Department with over 14 years of dedicated public service to Solano County

Attachments: [Minute Order](#)

Approved

- 18 [18-739](#) Approve an agreement with Napa County for interim County Surveyor services

Attachments: [A - Agreement](#)
 [Minute Order](#)

Approved

MISCELLANEOUS ITEMS

- 19 [18-734](#) Approve the reappointment of Ramon Castellblanch to the Alcohol and Drug Advisory Board, representing District 2, for a term to expire on October 23, 2021

Attachments: [Minute Order](#)

Approved

- 20 [18-691](#) Approve the reappointment of Heather Theaux Venezio to the Solano County Mental Health Advisory Board, representing District 5, for a term to expire on October 23, 2021

Attachments: [Minute Order](#)

Approved

- 21 [18-744](#) Approve the reappointments of Dr. Lewis Broschard and Gerald R. Huber as commissioners to the Partnership HealthPlan of California Commission for 4 year terms, commencing January 1, 2019 and terminating December 31, 2022

Attachments: [A - PHC Commission Exhibit A](#)
 [Minute Order](#)

Approved

- 22 [18-743](#) Adopt a resolution to appoint Page Baldwin, Jr., and Mark Young for terms to expire December 6, 2019, and Matt Gause for a term to expire December 3, 2021 as Trustees of Reclamation District No. 2084

Attachments: [A - Resolution](#)
 [B - RD 2084 Correspondence](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Adopted

Enactment No: Resolution 2018-206

- 23 [18-745](#) Approve the appointments of Aaron J. McAlister, Jim Frische and Carl Hakenen as Directors of the Cordelia Fire Protection District for terms to expire December 2, 2022

Attachments: [A - Certificate of Facts](#)
 [Minute Order](#)

Approved

- 24 [18-746](#) Approve the appointments of John D. Kluge as Director of Division 1, for a term to expire December 2, 2022; Michael J. Barrett as Director of Division 3, for a term to expire December 4, 2020; and Mike German as Director of Division 5, for a term to expire December 2, 2022, to the Solano Irrigation District Board of Directors

Attachments: [A - Certificate of Facts](#)
 [Minute Order](#)

Approved

REGULAR CALENDAR

- 25 [18-705](#) Approve the appointment of Paul Adler as the Business Representative to the Workforce Development Board (WDB) of Solano County, for a term to expire on October 22, 2022, as required under the Workforce Innovation and Opportunity Act (WIOA)

Attachments: [Minute Order](#)

Supervisor Brown commented that she would not be supporting the appointment due to Valero not being a good neighbor in Benicia.

On motion of Supervisor Hannigan, seconded by Supervisor Thomson, the Board approved the appointment of Paul Adler as the Business Representative to the Workforce Development Board (WDB) of Solano County, for a term to expire on October 22, 2022, as required under the Workforce Innovation and Opportunity Act (WIOA). Supervisor Brown voted no. So ordered by 3-1 vote.

- 26 [18-680](#) Adopt and present a resolution challenging Contra Costa County to participate in the 2018 Counties Care Holiday Food Fight friendly challenge to benefit the Food Bank of Contra Costa and Solano

Attachments: [A - Resolution](#)
 [Adopted Resolution](#)
 [Minute Order](#)

Public Communications Officer Matthew Davis introduced the item.

Director of the Food Bank of Contra Costa and Solano Larry Sly provided an overview of the 2018 Counties Care Holiday Food Fight.

Mr. Davis provided an overview past results of the annual Food Fight.

Supervisor Hannigan thanked Mr. Sly for the Food Bank's efforts and asked if the numbers were weighted.

Mr. Sly noted that the numbers were per capita. Mr. Davis noted that the numbers were from an average contribution per county employee.

Supervisor Brown commented on the need for monthly contributions to the Food Bank and noted that several schools such as Solano Community College, Cal Maritime, Armijo and Sam Yeto had food pantries for students as well.

On motion of Supervisor Hannigan, seconded by Supervisor Brown, the Board adopted Resolution No. 2018-207 challenging Contra Costa County to participate in the 2018 Counties Care Holiday Food Fight friendly challenge to benefit the Food Bank of Contra Costa and Solano. So ordered by 4-0 vote. (see Resolution Book)

Enactment No: Resolution 2018-207

- 27 [18-719](#) Receive a presentation by the California State Association of Counties - Excess Insurance Authority to present two 2018 Exemplary Achievement to Government Leadership and Enrichment (EAGLE) Awards to the Solano County Human Resources Department, Risk Management Division, to recognize the Innovation and Excellence in Development and Implementation of Loss Prevention Programs - Ergonomic Express and the Innovation in Risk Management Wellness Programs - Financial Wellness

Attachments: [Minute Order](#)

California State Association of Counties - Excess Insurance Authority Chief Member Services Officer Rick Brush presented two 2018 Exemplary Achievement to Government Leadership and Enrichment (EAGLE) Awards to the Solano County Human Resources Department, Risk Management Division, to recognize the Innovation and Excellence in Development and Implementation of Loss Prevention Programs - Ergonomic Express and the Innovation in Risk Management Wellness Programs - Financial Wellness.

Supervisor Hannigan commented on the importance of ergonomic wellness and her experience with the Ergonomic Express program.

Received

BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

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

A. Supervisor Brown requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Elizabeth Hughes, an active member of the Benicia community.

B. Supervisor Brown requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Rebecca Blanco, an active member of the Fairfield community.

C. Supervisor Hannigan requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of her father, former Supervisor Thomas Michael Hannigan and asked that all of the Board members sign the adjournment certificate.

D. Chair Vasquez requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Frederick Robert Wold, an active member of the Fairfield community.

E. Chair Vasquez requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Wendy Wasserman-Kellogg, an active member of the Vacaville community.

F. Chair Vasquez requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Candis Marie Strasbourger, an active member of the Vacaville community

G. Chair Vasquez requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Dr. F. Paul Roschen, an active member of the Vacaville community

H. Chair Vasquez requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Dolores Mulvey Stahl, an active member of the Vacaville community

Chair Vasquez noted that the Solano County Fair Board had decided to allow cannabis events and requested that a moratorium come back to the Board of Supervisors on cannabis events. He also commented on the Cache Slough Complex and Suisun Marsh habitat projects popping up and the need to look at resources and how mitigation was proceeding for these to see what the County was getting out of these projects.

Supervisor Brown commented in support of the request for the cannabis event item to come back to the Board.

Supervisor Thomson commented in support of discussions on both items and the need to look at these issues quickly.

ADJOURN:

This meeting of the Solano County Board of Supervisors adjourned at 10:25 A.M. in memory of Elizabeth Hughes, Rebecca Blanco, Thomas Michael Hannigan, Frederick Robert Wold, Wendy Wasserman-Kellogg, Candis Marie Strasbourger, Dr. F. Paul Roschen and Dolores Mulvey Stahl. Next meeting of the Solano County Board of Supervisors will be November 6, 2018 at 8:30 A.M., Board Chambers, 675 Texas Street, Fairfield, California.

JOHN M. VASQUEZ, Chair
Solano County Board of Supervisors

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By

Jeanette Neiger, Chief Deputy Clerk

SOLANO COUNTY HOUSING AUTHORITY

October 2, 2018

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 Brown, Spering, Thomson, and Chair Vasquez. Supervisor Hannigan was excused.

Agenda Item No. 13

Receive an update and accept public comments on the Solano County Housing Authority's activities during FY2017/18

Principal Planner Matt Walsh noted the item was being conducted under the Board's capacity as the Solano County Housing Authority (SCHA). He noted that no changes were being recommended for the priorities and goals of the SCHA.

Senior Housing Specialist from Vacaville Housing Authority Tamara Colden provided an overview of the SCHA activities that took place in FY2017/18.

In response to a question from Supervisor Brown, Ms. Colden estimated that an additional \$270,000 a month in vouchers would be needed to cover the number of families on the housing voucher wait list.

In response to a question from Supervisor Thomson, Ms. Colden provided information on the Rocky Hill Veterans Project.

Chair Vasquez opened the public hearing. There were no public comments. Chair Vasquez closed the public hearing.

At the conclusion of a noticed public hearing, the Board accepted the updated on the Solano County Housing Authority's activities during FY2017/18.

MOTION: Thomson. SECOND: Brown.

AYES: Brown, Spering, Thomson and Vasquez

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

JOHN M. VASQUEZ, President

BIRGITTA E. CORSELLO, Clerk

By _____
Jeanette Neiger, Chief Deputy Clerk



Solano County

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

Agenda Submittal

Agenda #:	13	Status:	Consent Calendar
Type:	Resolution	Department:	Human Resources
File #:	19-25	Contact:	Marc Fox, 784-2552
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to add the new classification of Epidemiologist (Senior) with a monthly salary of \$6,841.16 - \$8,315.48		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Human Resources recommends that the Board of Supervisors adopt a resolution amending the Alphabetical Listing of Classes and Salaries to add the classification Epidemiologist (Senior) with a monthly salary of \$6,841.16 - \$8,315.48.

SUMMARY:

The Health and Social Services Department was allocated one (1) full-time equivalent (FTE) position during the FY2018/19 budget hearings for the classification of Epidemiologist (Senior) (TBD). The Health and Social Services Department asked that Human Resources develop this classification to add a lead position to the Epidemiology team.

FINANCIAL IMPACT:

There is no fiscal impact in adopting the resolution as the recommended action is to set salary. The Board previously approved the staffing allocation. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

The Health and Social Services Department made the initial inquiry to establish the class of Epidemiologist (Senior), and the Board of Supervisors previously authorized one full-time equivalent (FTE) position, subject to the classification being approved.

The Epidemiologist (Senior) will, under general direction, plan, design, direct and conduct complex epidemiologic and biostatistical studies, investigations, and research by utilizing epidemiologic, statistical,

survey and research methodologies and biologic theory to understand and describe the distribution and determinants of health and disease. Incumbents in this classification will act as lead workers to Epidemiologists.

The proposed monthly salary is \$6,841.16 per month (Step 1) through \$8,315.48 per month (Step 5).

ALTERNATIVES:

The Board of Supervisors could elect to not amend the Alphabetical Listing of Classes and Salaries to add the classification at the recommended salary; however, this is not recommended as the Health and Social Services Department has asked for this new classification and the Board of Supervisors previously approved adding one FTE.

OTHER AGENCY INVOLVEMENT:

Human Resources worked with the Health and Social Services Department in creating the new class specification Epidemiologist (Senior). The Epidemiologist (Senior) classification is represented by SEIU bargaining Unit 7 (Regulatory, Technical and General Services Employee), and the parties met and conferred on November 19, 2018. The Civil Service Commission approved the new class of Epidemiologist (Senior) at the December 12, 2018 Commission meeting.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

RESOLUTION NO. 2019 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS AMENDING THE
ALPHABETICAL LISTING OF CLASSES AND SALARIES**

Whereas, regulation of compensation of officers and employees of the County may be fixed by resolution of the Board of Supervisors; and

Whereas, the Alphabetical Listing of Classes and Salaries requires modification from time to time.

Resolved, that the Solano County Board of Supervisors authorize the Director of Human Resources to make any technical corrections if needed;

Further resolved, that the Solano County Board of Supervisors amends the Solano County Alphabetical Listing of Classes and Salaries as follows:

OT	Class#	Class Title	EER	Grade	Salary Range
09	334060	Epidemiologist (Senior)	07	197	\$6,841.16 - \$8,315.48



Director of Human Resources

12/20/2018

Date

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on January 8, 2019 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

, Chair
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 #:	14	Status:	Consent Calendar
Type:	Resolution	Department:	Human Resources
File #:	19-51	Contact:	Marc Fox, 784-2552
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt a resolution amending the Alphabetical Listing of Classes and Salaries effective December 30, 2018 by increasing the maximum hourly rate for Contract Employee - Professional and Contract Employee - Technical		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Director of Human Resources recommends amending the Alphabetical Listing of Classes and Salaries effective December 30, 2018 by increasing the maximum hourly rate for Contract Employee - Professional from \$145 to \$150 and Contract Employee - Technical from \$100 to \$105 per hour.

SUMMARY:

The classifications of Contract Employee - Professional and Contract Employee - Technical were established in 2001. The maximum pay rate for Contract Employee - Professional was last increased in 2007. The maximum pay rate for Contract Employee - Technical has not been adjusted since the class was established.

FINANCIAL IMPACT:

There is no financial impact in amending the Alphabetical Listing of Classes and Salaries. Any financial impact for specific Contract Employees is dependent on the contract between the County and the individual employee, the type of work performed, and the specific department's operating budget. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

The classes of Contract Employee - Professional and Contract Employee - Technical were established in 2001. The maximum pay rate for Contract Employee - Professional was amended from \$100 to \$145 per hour in 2007. The maximum pay rate for Contract Employee - Technical was established at \$100 in 2001 and has never been amended. (The minimum pay rate has been amended over time to ensure that the pay meets or exceeds California minimum wage.)

The Director of Human Resources recommends a \$5 per hour increase to both classes, particularly given the number of years since either class was adjusted. As departments prepare their FY 2019/20 operating budgets, those contract employees near the maximum pay rate can be reviewed for any appropriate adjustment.

ALTERNATIVES:

The Board of Supervisors could opt to not increase the maximum rate for one or both classes; however, this option is not recommended given the number of years since either class' pay rate was adjusted.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

RESOLUTION NO. 2019 - ____

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS AMENDING THE ALPHABETICAL LISTING OF CLASSES AND SALARIES


Whereas, regulation of compensation of officers and employees of the County may be fixed by resolution of the Board of Supervisors; and

Whereas, the Alphabetical Listing of Classes and Salaries requires modification from time to time.

Resolved, that the Solano County Board of Supervisors authorize the Director of Human Resources to make any technical corrections if needed; and

Further resolved, that the Solano County Board of Supervisors amends the Solano County Alphabetical Listing of Classes and Salaries effective December 30, 2018 as follows:

OT	Class#	Class Title	EER	Grade	Salary Range
03	3X302X	Contract Employee – Professional	00	028	\$12.00 - \$150.00/hr
03	4X302X	Contract Employee – Technical	00	023	\$12.00 - \$105.00/hr



Director of Human Resources



Date

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on January 8, 2019 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

_____, Chair
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 #:	15	Status:	Consent Calendar
Type:	Miscellaneous	Department:	First 5 Solano
File #:	19-18	Contact:	Michele Harris, 784-1335
Agenda date:	01/08/2019	Final Action:	
Title:	Approve the annual Membership Certification Statement of the Solano County Local Child Care and Development Planning Council		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Membership Certification Statement		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X

Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

First 5 Solano recommends that the Board of Supervisors approve the annual Membership Certification Statement Regarding Composition of the Solano County Local Child Care and Development Planning Council (SCLPC).

SUMMARY/DISCUSSION:

The SCLPC strives to ensure that all families and children in Solano County have access to quality, affordable child care, to ensure adequate funding for all forms of child care services, and to increase the quality of available care. The SCLPC also works to enhance and strengthen the collaboration among children's services agencies.

Education Code requires the Board of Supervisors and the Superintendent of Schools to appoint the membership of the SCLPC. State law also requires that the membership of the SCLPC be comprised of 20% consumers of child care services, 20% child care providers, 20% community representatives, 20% public agency representatives, and the remaining 20% from any of the above categories at the discretion of the Board and the Superintendent.

Each year in January, the California Department of Education requires the submittal of the Certification Statement Regarding Composition of SCLPC Membership (Attachment A).

FINANCIAL IMPACT:

The SCLPC is funded through the California Department of Education and a County General Fund maintenance of effort. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget. There is no additional financial impact associated with approving the Membership Certification Statement.

ALTERNATIVES:

The Board could choose not to approve the current Membership Certification Statement; however, this is not recommended as it is a requirement by the Department of Education.

OTHER AGENCY INVOLVEMENT:

The Membership Certification Statement was reviewed and approved by the SCLPC Chair on November 15, 2018. In addition, the County Superintendent of Schools reviewed and approved the statement.

CERTIFICATION STATEMENT
REGARDING COMPOSITION OF LPC MEMBERSHIP

Return to:
 California Department of Education
 Child Development Division
 Local Planning Council Team
 1430 N Street, Suite 3410
 Sacramento, CA 95814

Due Date:
Annually on January 16

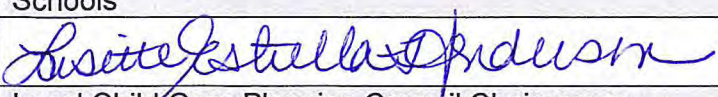
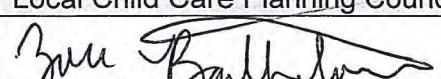
Please complete all information requested below:

County Name: Solano		County Coordinator Name and Telephone Number: Ericka Erickson (707) 421-7229 ex. 110 (415) 246-7363 (cell)
Membership Categories		
20% Consumers (Defined as a parent or person who receives, or who has received within the past 36 months, child care services.)		
Name of Representative	Address/Telephone Number	Appointment Date
Lenesha Anderson	[REDACTED]	March 2016
Brianna Nobil	[REDACTED]	March 2016
Sasha Begell	[REDACTED]	June 2015
20% Child Care providers (Defined as a person who provides child care services or represents persons who provide child care services.)		
Name of Representative	Address/Telephone Number	Appointment Date
Manuela Jacques	[REDACTED]	November 2018
Andrea Calderon	[REDACTED]	October 2017
Vacant		
20% Public Agency Representative (Defined as a person who represents a city, county or local education agency.)		
Name of Representative	Address/Telephone Number	Appointment Date
Lisa Eckhoff	[REDACTED]	October 2017

Juanita Morales		October 2017
Vacant		
20% Community Representative (Defined as a person who represents an agency or business that provides private funding for child care services, or who advocates for child care services through participation in civic or community-based organizations but is not a child care provider or CDE funded agency representative.)		
Name of Representative	Address/Telephone Number	Appointment Date
Stephanie Wheeler		November 2017
Zoe Bartholomew		November 2017
Jennifer Carpentier		September 2018
20% Discretionary Appointees (Appointed from any of the above categories or outside of these categories at the discretion of the appointing agencies.)		
Name of Representative	Address/Telephone Number	Appointment Date
Kathy Lago		June 1994
Eloisa Mercado		June 2005
Vacant		

Authorized Signatures

We hereby verify as the authorized representatives of the county board of supervisors (CBS), the county superintendent of schools (CSS), and the Local Child Care and Development Planning Council (LPC) chairperson that the above identified individuals meet the council representation categories as mandated in AB 1542 (Chapter 270, Statutes 1997, California *Education Code* Section 8499.3). Further, the CBS, CSS, and LPC chairperson verify that a good faith effort has been made by the appointing agencies to ensure that the ethnic, racial, and geographic composition of the LPC is reflective of the population of the county.

Authorized Representative - County Board of Supervisors	Telephone Number	Date
Authorized Representative - County Superintendent of Schools	Telephone Number	Date
	707-399-4403	12/6/18
Local Child Care Planning Council Chairperson	Telephone Number	Date
	707-750-5115	11-15-18



Solano County

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

Agenda Submittal

Agenda #:	16	Status:	Consent Calendar
Type:	Resolution	Department:	District Attorney
File #:	19-26	Contact:	Krishna Abrams, 784-6836
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt a resolution to amend the List of Numbers and Classifications of Positions to add 1.0 FTE Deputy District Attorney V and delete 1.0 FTE Deputy District Attorney IV through attrition		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The District Attorney recommends that the Board of Supervisors adopt a resolution to amend the List of Numbers and Classifications of Positions to add 1.0 FTE Deputy District Attorney V and delete 1.0 FTE Deputy District Attorney IV through attrition.

SUMMARY/DISCUSSION:

The Deputy District Attorney V (DDA V) classification is characterized by the responsibility to lead others or perform difficult assignments involving complex factual and legal issues. Assignments may include primary operational responsibility for prosecution of felony and misdemeanor cases. The DDA V is distinguished from Chief Deputy District Attorney in that the Chief Deputy District Attorney is responsible for supervising the operations of a Legal Division. The DDA V position is distinguished from Deputy District Attorney IV (DDA IV) in that the DDA V allows for leading and directing attorneys within a division. DDA Vs in the District Attorney's Office prosecute the most serious homicide, domestic violence, and sexual assault cases, supervise prosecution teams in the department, or a combination of both responsibilities. The District Attorney's Office is currently allocated 6.0 FTE DDA V. The addition of 1.0 FTE DDA V allows for increased supervision of prosecution units as well as an additional prosecutor that can handle the most complex of criminal cases.

FINANCIAL IMPACT:

The current salary range per the Listing of Classes & Salaries for the Deputy District Attorney IV is between \$131,000 (Step 1) to \$159,232 (Step 5). The salary range for Deputy District Attorney V is \$150,650 (Step 1) to \$183,117 (Step 5). Based on the step 5 salary the add/delete of the Deputy District Attorney V for the Deputy District Attorney IV will result in additional cost to the District Attorney of \$23,885 at the time when the new Deputy District Attorney V reaches step 5. The increase in labor cost for FY2018/19 will be absorbed by the Department's existing Budget and requires no additional General Fund contribution. The costs associated with

preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board of Supervisors could elect not to adopt the resolution amending the allocation list; however, there's a need for more DDA V in the District Attorney's Office.

OTHER AGENCY INVOLVEMENT:

The District Attorney has consulted with the County Administrator's Office and the Human Resources Department regarding the change in the classification from Deputy District IV to a Deputy District Attorney V.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION


RESOLUTION NO. 2019 - _____

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SOLANO
AMENDING THE LIST OF NUMBERS AND CLASSIFICATIONS OF POSITIONS
WITHIN SOLANO COUNTY**

Resolved, that the Solano County Board of Supervisors authorizes the Director of Human Resources to make any technical corrections if needed; and,

Further resolved, that the Solano County Board of Supervisors does hereby amend, modify and/or alter its Allocation List of Positions of Solano County as set forth below:

Department	Budget Unit	Class No.	Position Control No.	Class Title	Effective Date	Departmental Total Positions			
						Allocated	Filled	Proposed	Change
District Attorney - Criminal	6513	314010	NEW	Deputy District Attorney V	1/13/19	6.00	6.00	7.00	1.00
District Attorney	TBD	313130	TBD	Deputy District Attorney IV	1/13/19	48.75	45.75	47.75	(1.00)



Director of Human Resources

12/21/2018

Date

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on _____ by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

_____, Chair
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 #:	17	Status:	Consent Calendar
Type:	Resolution	Department:	District Attorney
File #:	18-878	Contact:	Krishna Abrams, 784-6836
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt a resolution accepting a California Office of Emergency Services (CalOES) County Victim Services Program (XC) grant in the amount of \$386,749 in 2017 Victims of Crime Act (VOCA) funding for the period of July 1, 2018 through December 31, 2019; Adopt a resolution to amend the List of Numbers in Classifications of positions within the District Attorney's Office to add 2.0 FTE Social Worker II (Limited Term); Approve an Appropriation Transfer Request increasing expenditures by \$135,143, offset by a \$132,265 decrease in Contracted Services and \$2,878 increase in Other Revenue (4/5 vote required); and Authorize the County Administrator to execute a \$25,000 contract amendment with Court Appointed Special Advocates Solano (CASA) for the period of January 1, 2019 through December 31, 2019		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Grant Amendment Letter, B - Grant Modification Letter, C - Resolution - Grant, D - Resolution - Classification, E - CASA Amendment, F - Link to Original Contract and Amendment		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The District Attorney (DA) recommends that the Board of Supervisors:

1. Adopt a resolution accepting a California Office of Emergency Services (CalOES) County Victim Services Program (XC) grant in the amount of \$386,749 in 2017 Victims of Crime Act (VOCA) funding for the period of July 1, 2018 through December 31, 2019; and
2. Adopt a resolution to amend the List of Numbers in Classifications of positions within the District Attorney's Office to add 2.0 FTE Social Worker II (Limited Term); and
3. Approve an Appropriation Transfer Request increasing expenditures by \$135,143, offset by a \$132,265 decrease in Contracted Services and \$2,878 increase in Other Revenue (4/5 vote required); and
4. Authorize the County Administrator to execute a \$25,000 contract amendment with Court Appointed Special Advocates (CASA) Solano for the period of January 1, 2019 through December 31, 2019.

SUMMARY/DISCUSSION:

On December 6, 2016, the Board of Supervisors adopted a resolution accepting \$532,430 in 2015 VOCA funding from the CalOES County Victim Services (XC) Grant Program to fund services to fill crime victim service gaps and needs. The grant award period was from July 1, 2016 through June 30, 2018.

The purpose of the XC Program is to provide one-time funding to help fill gaps and needs in victim services. The grant required the implementation of a "Victim Services Steering Committee" (VSSC) to identify these needs in Solano County, with membership required from various County departments, law enforcement agencies, and educational and health care providers. Once established, the VSSC, over a series of meetings, identified and agreed to address the following crime victim service gaps and needs:

- Increase victim advocacy on middle and high school campuses in Solano County.
- Create a multi-disciplinary approach to helping elders who are subject to undue physical and mental abuse.
- Increase support for crime victims seeking protection orders through advocacy.
- Increase the amount of non-acute sexual assault examinations for child victims.
- Increase resources for crime victims that address the immediate health and safety concerns at the time an incident of violence occurs.
- Increase courtroom advocacy through Court Appointed Special Advocates for children in foster care as the result of being victims of abuse and neglect.
- Create a multi-disciplinary approach to addressing the Commercial Sexual Exploitation of Children.

On June 7, 2018, the District Attorney was awarded \$386,749 in 2017 VOCA funding by CalOES through an amendment to continue to address crime victim service gaps and needs as identified by the VSSC. On October 25, 2018, CalOES approved a modification to the 2017 VOCA funding, which included: 2.0 FTE Social Worker II (Limited Term) through December 31, 2019, one to focus on youth advocacy who will partner with other agencies that provide services to children in order to provide better advocacy, peer support, and service referrals to child victims of crime, and one to focus on elderly victims of crime, especially elder abuse; one-time purchases such as a 7-panel room partition and 20 chairs to increase private meeting space capacity; chair storage cart; Victim Services Grant Tracking software; desktop document scanners; cell phones for the Social Workers and monthly usage expense; labor to install a video monitor at the SFJC; funding for CASA to recruit and train volunteers from January 1, 2019 through December 31, 2019; and car seats for CASA clients.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget. The \$386,749 of 2017 VOCA grant funding and related expenditures are already included in the District Attorney's Adopted budget for FY2018/19. There will be no additional financial impact to the County General Fund.

ALTERNATIVES:

The Board can choose not to accept the grant funding or amend the position allocation; however, this is not recommended as this will prevent Solano County from using VOCA funding from CalOES and may affect its potential to receive future awards from these agencies.

OTHER AGENCY INVOLVEMENT:

The Department of Human Resources has reviewed and concurs with the departmental recommendation.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

EDMUND G. BROWN, JR.
GOVERNOR



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

C. J. J. J.
MARK S. GHILARDUCCI
DIRECTOR

June 7, 2018

Krishna A Abrams
District Attorney
Solano County - District Attorney
675 Texas Street, Suite 4500
Fairfield, CA 94533

Subject: **Approval of Subaward Amendment #1**
County Victim Services Program
Subaward #: **XC16 01 0480**

Dear Ms. Abrams:

The California Governor's Office of Emergency Services (Cal OES) has received and approved the enclosed subaward amendment request, for the subject grant.

All other agreements shall remain as previously agreed upon.

Please contact your Program Specialist if you have any questions about this amendment.

VSPS GRANTS PROCESSING

Enclosure

c: Subrecipient file
Program Specialist

Ag mr

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

GRANT SUBAWARD AMENDMENT

SUBAWARD #: XC16 01 0480

Federal Grant # 2015-VA-Ex-0053 2017-VA-Ex-0054 FIPS# 095-00000 Amendment# 1
 Project # N/A DUNS# 043278352 Performance Period 07/01/2016 to 12/31/2019

This amendment is between the California Governor's Office of Emergency Services, hereafter called Cal OES, and the Grant Subrecipient: Solano County

AMENDMENT TO FUNDS:

Increase the 2017 VOCA funds by \$386,749 from \$ 0 to \$386,749;
 Increase the 2017 VOCA match by \$96,687 from \$ 0 to \$96,687;
 Increase the Total Project Cost by \$483,436 from \$665,538 to \$1,148,974.

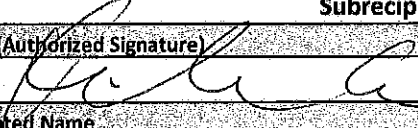
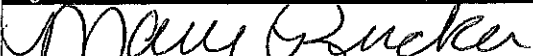
Change the Performance Period of Subaward from 6/30/18 to 12/31/19

SPECIAL CONDITIONS:

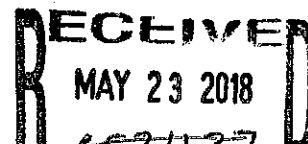
The 2015 VOCA funds in the amount of \$532,430 must be expended by 6/30/18 and the final 2-201 must be submitted by 8/31/2018.

The 2017 VOCA funds in the amount of \$386,749 must be expended by 12/31/2019 and the final 2-201 must be submitted by 2/28/2020.

All other provisions of this agreement shall remain as previously agreed upon.

Subrecipient (Certification and Signature of Authorized Agent)				
By (Authorized Signature)		Date		
		<u>May 21, 2018</u>		
Printed Name		Title		
Krishna A. Abrams		District Attorney		
Address				
675 Texas Street Suite 4500 Fairfield CA 94533				
Governor's Office of Emergency Services (For Cal OES use only)				
By Director or Designee		Date		
<u>Sara Stillwell for</u>		<u>6/5/18</u>		
Printed Name		Title		
<u>Tabitha Stout</u>		Assistant Director		
Amount Encumbered by this Document	Program/Component	Match	Item	
<u>386,749</u>	<u>40.20.451</u>	<u>20% CLK based on TPL</u>	<u>0690.102.0890</u>	
Prior Amount Encumbered	Fund Source	Chapter	Statute	Fiscal Year
<u>532,430</u>	<u>Federal Trust</u>	<u>23/14</u>	<u>2016/2017</u>	<u>2016-17</u> <u>2017-18</u>
Total Amount Encumbered to Date	PCA #	Project #	CFDA #	
<u>919,179</u>	<u>18405/18407</u>	<u>15VOCA/17 VOCA</u>	<u>16.575</u>	
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.				
Signature of Cal OES Fiscal Officer		Date		
		<u>6/4/18</u>		

653476



**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

1. Cal OES Contact Information Section:

Governor's Office of Emergency Services
Mark S. Ghilarducci, Director
3650 Schriever Avenue
Mather, CA 95655
(916) 845-8506 phone • (916) 845-8511 fax

2. Federal Awarding Agency Section:

Fund Year	Federal Program Fund / CFDA #	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
✓ 2015	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$232,722,931	\$223,414,013
✓ 2017	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$218,943,281	\$210,185,550
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

3. Project Description Section:

- Project Acronym (Please choose from drop down):
County Victim Services Program (XC)
- Project Description (Please type the Project Description):

Provides one-time federal VOCA funding to each of California's 58 counties and the City of Los Angeles to help fill self-identified victim services gaps/needs.

4. Research & Development Section:

- Is this Subaward a Research & Development grant? Yes ☐ No ☒

GRANT SUBAWARD MODIFICATION

MAIL TO: California Governor's Office Of Emergency Services
3650 Schriever Ave
Mather, CA 95655:

1. Subaward #: XC16010480

2. Modification # 1

3. Subrecipient/Implementing Agency: County of Solano/Solano County District Attorney's Office

4. Project Title: County Victim Services Program

5. Contact Person: Jason Aguirre

Phone: 707-784-2367

Fax: 707-784-3267

Email Address: jlaguirre@solanocounty.com

6. Performance Period: 7/1/16

to 12/31/19

7. Payment Mailing Address: 675 Texas Street, Suite 4500, Fairfield CA 94533-6340

☐ Check here if new.

8. Revision to Budget

FISCAL YEAR	Current Allocation Select Acronym from list	Grant Funds				Required Match				Total
		A. Personal Services	B. Operating Expenses	C. Equipment	Fund Total	A. Personal Services	B. Operating Expenses	C. Equipment	Match Total	
15	VOCA	180,105	\$532,430	0	\$532,430	\$133,108	0	0	\$133,108	\$665,538
17	VOCA				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Proposed Change (add (+) or subtract (-) from budgeted amount)										
15	VOCA	\$9,612	(\$26,489)	\$46,877	\$0	(\$49,670)	49,670	0	\$0	\$0
17	VOCA	\$180,105	\$206,647		\$386,749	\$96,687	38,139		\$96,687	\$483,436
Yr	Fund				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Revised Allocation										
15	VOCA	\$9,612	\$505,941	\$16,877	\$532,430	\$133,108	\$0	\$0	\$133,108	\$665,538
17	VOCA	\$180,105	\$206,647	\$0	\$386,749	\$96,687	\$0	\$0	\$96,687	\$483,436
Yr	Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Yr	Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Yr	Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

9. Justification for Modification: (If necessary, continue the justification on page 3.)

☒ Check to Total

Modify grant appropriations for VOCA 15 funding and budget VOCA 17 funding. within Personal / Operating / Equipment. Adding \$ 386,749 VOCA 17 funding and extending performance period to 12/31/19.

10. Subrecipient Approvals

Sharon S. Henry, Chief Deputy District Attorney

Simona Padilla-Scholtens, CPA, Auditor-Controller

Project Director (typed name)

Financial Officer (typed name)

Project Director Signature

Date

Financial Officer Signature

Date

Cal OES Approval Signatures

Cal OES USE ONLY

Program Specialist

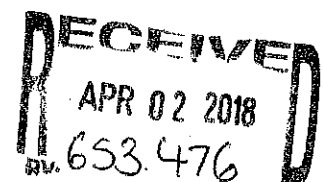
Date

Unit Chief

Date

Grants Processing

Date



BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of Solano				Subaward #: XC16010480	
A. Personal Services – Salaries/Employee Benefits	VOCA 17	VOCA MATCH 17	VOCA 15	VOCA MATCH 15	COST
Chief Deputy District Attorney					\$0
Salary (\$8,343/pp x 52.2 pp x 2%)				\$8,710	\$8,710
Retirement (\$1,749/pp x 52.2 pp x 2%)				\$1,826	\$1,826
FICA (\$600/pp x 52.2 pp x 2%)				\$626	\$626
Medical Ins. (\$785/pp x 52.2 pp x 2%)				\$820	\$820
Vision Ins. (\$7/pp x 52.2 pp x 2%)				\$7	\$7
Dental Ins. (\$46/pp x 52.2 pp x 2%)				\$48	\$48
Life Ins. (\$22/pp x 52.2 pp x 2%)				\$23	\$23
					\$0
Director, Solano Family Justice Center					\$0
Salary (\$2,972/pp x 52.2 pp x 20%)				\$31,028	\$31,028
Retirement (\$623/pp x 52.2 pp x 20%)				\$6,504	\$6,504
FICA (\$215/pp x 52.2 pp x 20%)				\$2,245	\$2,245
Medical Ins. (\$740/pp x 52.2 pp x 20%)				\$7,726	\$7,726
Vision Ins. (\$7/pp x 52.2 pp x 20%)				\$73	\$73
Dental Ins. (\$41/pp x 52.2 pp x 20%)				\$428	\$428
Life Ins. (\$8/pp x 52.2 pp x 20%)				\$84	\$84
					\$0
Director, Solano Family Justice Center					\$0
Salary (\$3,246/pp x 39 pp x 30%)		\$37,978			\$37,978
Retirement (\$681/pp x 39 pp x 30%)		\$7,968			\$7,968
FICA (\$235/pp x 39 pp x 30%)		\$2,750			\$2,750
Medical Ins. (\$785/pp x 39 pp x 30%)		\$9,185			\$9,185
Vision Ins. (\$7/pp x 39 pp x 30%)		\$82			\$82
Dental Ins. (\$41/pp x 39 pp x 30%)		\$480			\$480
Life Ins. (\$9/pp x 39 pp x 30%)		\$105			\$105
					\$0
Sr Staff Analyst					\$0
Salary (\$3,500/pp x 52.2 pp x 5%)				\$9,135	\$9,135
Retirement (\$629/pp x 52.2 pp x 5%)				\$1,642	\$1,642
FICA (\$274/pp x 52.2 pp x 5%)				\$715	\$715
Medical Ins. (\$534/pp x 52.2 pp x 5%)				\$1,394	\$1,394
Vision Ins. (\$7/pp x 52.2 pp x 5%)				\$18	\$18
Dental Ins. (\$20/pp x 52.2 pp x 5%)				\$52	\$52
Life Ins. (\$9/pp x 52.2 pp x 5%)				\$23	\$23
					\$0
Accounting Technician					\$0
Salary (\$2,651/pp x 52.2 pp x 5%)				\$6,919	\$6,919
Retirement (\$476/pp x 52.2 pp x 5%)				\$1,242	\$1,242
FICA (\$210/pp x 52.2 pp x 5%)				\$548	\$548
Medical Ins. (\$558/pp x 52.2 pp x 5%)				\$1,456	\$1,456
Vision Ins. (\$7/pp x 52.2 pp x 5%)				\$18	\$18
Dental Ins. (\$46/pp x 52.2 pp x 5%)				\$120	\$120
Life Ins. (\$3/pp x 52.2 pp x 5%)				\$8	\$8
					\$0
3 Extra Help Social Workers					\$0
VOCA 15 Salary: \$37.20/hr x 80 hours x 3 staff			\$8,928		\$8,928
VOCA 15 FICA: \$2.85/hr x 80 hours x 3 staff			\$684		\$684
VOCA 17 Salary: \$37.20/hr x 1499 hours x 3 staff	\$167,288				\$167,288
VOCA 17 FICA: \$2.85/hr x 1499 hours x 3 staff	\$12,816				\$12,816
					\$0
					\$0
					\$0
					\$0
Personal Section Totals	\$180,104	\$58,548	\$9,612	\$83,438	\$331,702
PERSONAL SECTION TOTAL					\$331,702

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of Solano				Subaward #: XC16010480	
B. Operating Expenses	VOCA 17	VOCA MATCH 17	VOCA 15	VOCA MATCH 15	COST
SafeQuest Solano Court Advocate (Vallejo)					\$0
VOCA 15: \$43,680 x 150% FTE x 2 years (Only charge \$112,759)			\$112,759		\$112,759
VOCA 17: 3564 hours x \$20/hour	\$71,280				\$71,280
SafeQuest Solano Victim Advocate (Elder Abuse)					\$0
VOCA 15: 2193 hours x \$20/hour			\$43,860		\$43,860
SafeQuest Solano Coordinator (Prev. Ed)					\$0
VOCA 15: \$49,500 x 25% FTE x 2 years			\$24,750		\$24,750
VOCA 17: 781.9 hours x \$20/hour (only charging \$15,638)	\$15,638				\$15,638
SafeQuest Solano Victim Advocate (Prev. Ed)					\$0
VOCA 15: 5458.5 hours x \$20/hour			\$109,170		\$109,170
VOCA 17: 1425.6 hours x \$20/hour	\$28,512				\$28,512
SafeQuest Solano Victim Advocate (SFJC)					\$0
VOCA 15: 3471.4 hours x \$20/hour (only charging \$66,040)			\$66,040		\$66,040
SafeQuest Solano Victim Advocate (CSEC)					\$0
VOCA 15: \$85,000 x 5% FTE x 2 years			\$8,500		\$8,500
Overtime (48 hours/year at base rate of \$19.00x 1.5)			\$1,368		\$1,368
Benefits					
Social Security/Medicare: \$365,077 x 7.65%			\$27,928		\$27,928
Worker's Compensation: \$365,077 x 1.28%			\$4,673		\$4,673
State Unemp. Ins: \$365,077 x .0809%			\$2,953		\$2,953
Sick Leave : \$19/hr x 240 hours			\$4,560		\$4,560
Sick Leave & Overtime Payroll Taxes: \$5,928 x 7.65%			\$453		\$453
Health Ins: \$870/month x 18 months			\$15,660		\$15,660
50% of 1.0 FTE CASA Volunteer Supervisor					\$0
VOCA 15: \$25,000/year x 2 years			\$50,000		\$50,000
VOCA 17: \$25,000/year x 1.5 years	\$37,500				\$37,500
VOCA 15 Volunteer hours: 1745.25 hours x \$28.46/hr (In-Kind Match)				\$49,670	\$49,670
VOCA 17 Volunteer hours: 1340.1 hours x \$28.46/hr (In-Kind Match)		\$38,139			\$38,139
Solano Advocates for Victims of Violence Advocates					\$0
VOCA 17: 2500 hours x \$20/hour	\$50,000				\$50,000
Desk Set (Merchandise, S&H, sales tax, installation)					\$0
4 Drawer File Cabinet (\$556 each x 4)			\$5,635		\$5,635
Multi-purpose room tables (\$368 each x 10)			\$2,224		\$2,224
Multi-purpose room chairs (\$262/ 4 x 10 packs)			\$3,680		\$3,680
Multi-purpose room chair racks (\$183 each x 2)			\$2,620		\$2,620
Playroom sofas (\$1449 each x 2)			\$366		\$366
Playroom loveseats (\$859 each x 2)			\$2,898		\$2,898
			\$1,718		\$1,718
					\$0
Desk Phones (\$482.50 x 4)			\$1,930		\$1,930
3 Cell phones (\$65.91/month x 20 months x 3 staff)	\$3,715		\$240		\$3,955
					\$0
5 laptop computers (includes docking stations)					\$0
\$1800/laptop x 5			\$9,000		\$9,000
\$190/docking station x 5			\$950		\$950
Environmental fees/Sales Tax			\$833		\$833
					\$0
Operating Section Totals	\$206,645	\$38,139	\$504,768	\$49,670	\$799,222
OPERATING SECTION TOTAL					\$799,222

BUDGET CATEGORY AND LINE ITEM DETAIL

[illegible]

VSPS Budget Summary Report

XC16 County Victim Services Program

Solano County

County Victim Services Program

Subaward #: XC16 01 0480

Performance Period: 07/01/16 - 12/31/19

Latest Request: March 2018, Not Final 201

A. Personal Services - Salaries/Employee Benefits

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	15VOCA	9,612	0	9,612	0	9,612
L	15VOCA	83,438	0	83,438	63,989	19,449
F	17VOCA	180,104	0	180,104	0	180,104
L	17VOCA	58,548	0	58,548	0	58,548
Total A. Personal Services - Salaries/Employee Benefits:		331,702	0	331,702	63,989	267,713

B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	15VOCA	504,768	112,707	392,061	25,365	366,696
L	15VOCA	49,670	0	49,670	0	49,670
F	17VOCA	206,645	0	206,645	0	206,645
L	17VOCA	38,139	0	38,139	0	38,139
Total B. Operating Expenses:		799,222	112,707	686,515	25,365	661,150

C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	15VOCA	18,050	0	18,050	0	18,050
L	15VOCA	0	0	0	0	0
F	17VOCA	0	0	0	0	0
L	17VOCA	0	0	0	0	0
Total C. Equipment:		18,050	0	18,050	0	18,050

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

06/07/18

VSPS Budget Summary Report

XC16 County Victim Services Program

Solano County

County Victim Services Program

Subaward #: XC16 01 0480

Performance Period: 07/01/16 - 12/31/19

Latest Request: March 2018, Not Final 201

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	229,795	0	229,795	63,989	165,806
Total Funded:	919,179	112,707	806,472	25,365	781,107
Total Project Cost:	1,148,974	112,707	1,036,267	89,354	946,913

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

06/07/18

Budget Narrative

The attached budget modification reflects funding for the program period of July 1, 2016 through December 31, 2019 using VOCA 15 funding for the period of July 1, 2016 through August 31, 2018, and VOCA 17 funding from July 1, 2018 through December 31, 2019.

VOCA 15 Funding:

The VOCA 15 budget supports the recommendations of the Victim Services Steering Committee (VSSC), as the budget funds SafeQuest Solano advocates, 50% of a CASA Volunteer Supervisor, and necessary costs for crime victims. 100% of budgeted VOCA 15 expenditures provide direct support for crime victims. 100% of Cash Match expenditures provide for staffing from the District Attorney's Office and Solano Family Justice Center to be used toward VSSC related activities. This staffing will provide from 1 hour to 8 hours per week toward support of the planning, development, and implementation of the multi-disciplinary solutions that address service needs and gaps. The sub-recipients SafeQuest Solano and CASA Solano meet the non-competitive condition in that SafeQuest Solano is the only dual rape crisis and domestic violence service organization in Solano County and CASA Solano is the only organization providing courtroom advocacy for child victims of abuse and neglect.

SafeQuest Solano, a dual domestic violence and sexual assault agency serving all of Solano County, will devote a total of 5.0 FTE on the Solano County Victim Services Project. Based on the needs identified by the Victim Services Steering Committee, SafeQuest Solano will staff the project as designated above to deliver direct services to victims of the following crimes: domestic violence, sexual assault, elder abuse, and teen dating violence.

The Court Advocates will be responsible for restraining order assistance, court accompaniments, referrals to the Solano Legal Access Center, and otherwise assist victims in participating in the civil and criminal justice process. These include notification to victims regarding court

proceedings, case disposition information, communication with the Solano District Attorney's Victim Witness Program, and assistance with victim impact statements.

The Victim Advocate (Elder) will provide and enhance services for victims of abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect.

The Victim Advocate delivers direct services to clients that respond to the immediate emotional and physical needs of survivors and their families such as crisis intervention; accompaniment to hospitals, law enforcement interviews the civil/criminal justice systems, hotline counseling, and other emergency services that are intended to restore the victim's sense of security. This funding was increased by \$28,052 to cover costs of this service.

The Campus Outreach staff will inform students of their rights as crime victims and where resources, services and programs are available to help, as well as, bring awareness on teen dating violence, with emphasis on violence that occurs on school grounds in middle and high schools in Solano County. An identified gap in services is lack of student knowledge on topics such as personal boundaries, teen dating violence, consent and sexual harassment. SafeQuest Solano has an established primary campus outreach awareness program and funding will be used to deliver SafeQuest Solano's program. SafeQuest Solano will work with school districts through identification and implementation of policies and procedures to make school campuses safer for students. This funding was decreased by \$48,910 as the project took longer than anticipated to start and implement on school campuses.

The Victim Advocate will focus delivering the support services necessary to respond to the immediate emotional and physical needs of crime victims such as crisis intervention; accompaniment to hospitals for medical examinations; hotline counseling; and other emergency services that are intended to restore the victim's sense of security. The Victim Advocate will

deliver the services and activities that assist the primary and secondary victims of crime in understanding the dynamics of victimization and assist in stabilizing their lives after a victimization such as peer counseling, support group, and referrals to therapy. This funding was decreased by \$9,612 to accommodate new, one-time purchases.

The duties of Project Coordination for the delivery of direct services will be shared among SafeQuest Solano management staff. Project coordination duties will be to ensure skills training for staff to better able offer quality services to crime victims, supervise project staff in implementation activities, coordinate with the Office of Family Violence Prevention on logistics of project implementation, and otherwise ensure delivery of service deliverables.

The budget also appropriates \$25,000 per year for 2 years a 0.5 FTE CASA Volunteer Supervisor. The duties and qualifications of CASA Volunteer Supervisor include supervising and supporting volunteer advocates, maintain volunteer and children's records, assign volunteers to cases, assist in new volunteer recruitment and training, as well as monitor unassigned cases.

100% of this position's time will be spent toward recruiting, training, and supervising new volunteer advocates as well as working directly with the child clients of the CASA program.

CASA Solano will leverage separate funding toward this grant program to create a 1.0 FTE CASA Volunteer Supervisor.

This budget modifies the \$20,000 VOCA 15 funds that were allocated for emergency housing, transportation, and clothing. Those funds will now be spent on one-time costs for item at the Solano Family Justice Center.

Modification to VOCA 15 Funding:

The budget includes \$6,300 of VOCA 15 funding for furniture upgrades in the multi-use space at the Solano Family Justice Center (SFJC). The furniture selected is multi-purpose in function,

allowing for the SFJC to set up a meeting place for a victim case study at a moment's notice while hosting training for on-site direct service partners. This furniture will allow the SFJC to maximize use of its multi-use space for the benefit of its clients.

The budget includes \$4,616 of VOCA 15 funding for furniture upgrades in the playroom area at the Solano Family Justice Center (SFJC). The furniture selected for the playroom area will allow for continued use of the playroom area at the SFJC, a space that is used to entertain children while clients are receiving services.

The budget includes \$8,168 of VOCA 15 funding for a purchase of a video monitor for the multi-use space at the Solano Family Justice Center (SFJC). The video monitor will be used by SFJC direct service staff during trainings and to present case studies with partner agencies.

The budget includes \$9,882 of VOCA 15 funding for upgraded security equipment at the Solano Family Justice Center (SFJC). This equipment will provide increased safety to both clients and service providers through capturing security video images with greater resolution, increased access to security video streaming inside the SFJC, and radio communication within the facility

The budget includes \$9,612 of VOCA 15 funding for 3 Extra Help Social Workers to provide victim services at the Solano Family Justice Center (SFJC). The 3 Social Workers will provide victims with needs assessments, protection order series, court accompaniment, victim compensation claims and referrals for additional services and programs. Daily tasks will include contacting victims of crime in domestic violence, sexual assault, and elder abuse working a daily report of cases filed by the District Attorney's Office. The goal is to contact crime victims, inform them of their rights via Marsy's Law, offer resources and information, and set up appointments to meet with staff at the SFJC prior to the arraignment date of the criminal case.

The budget includes \$10,783 of VOCA 15 funding for 5 laptop computers, with docking stations, three for the Extra Help Social Workers and one for general use for SFJC direct service staff trainings, case studies, and one for client use. Collectively, these computers will allow social workers to access victim databases and other information to help crime victims, facilitate video presentations for meetings and direct service staff trainings, and provide secure and confidential access web based services for clients.

The budget includes \$2,170 of VOCA 15 funding for desk phones and cellular phones for 3 Extra Help Social Workers at the Solano Family Justice Center (SFJC).

The budget includes \$5,635 of VOCA 15 funding for a four-person workspace at the Solano Family Justice Center (SFJC). This furniture will provide desk workspace for the social workers and any additional SFJC staff that is assisting the grant program.

While budget appropriations for this modification equal the total grant award, the program anticipates reverting \$\$\$ in unspent VOCA 15 funds.

VOCA 17 Funding:

\$71,280 of VOCA 17 funding will support the SafeQuest Solano Court Advocate, who will be responsible for restraining order assistance, court accompaniments, referrals to the Solano Legal Access Center, and otherwise assist victims in participating in the civil and criminal justice process at the Vallejo branch of the Solano County Superior Court. These include notification to victims regarding court proceedings, case disposition information, communication with the Solano District Attorney's Victim Witness Program, and assistance with victim impact statements.

\$44,149 of VOCA 17 funding will support the Campus Outreach program. The program informs students of their rights as crime victims and where resources, services and programs are available

to help. SafeQuest Solano staff will also bring awareness on teen dating violence, with emphasis on violence that occurs on school grounds in the Vallejo City Unified School District. An identified gap in services is lack of student knowledge on topics such as personal boundaries, teen dating violence, consent and sexual harassment. SafeQuest Solano has an established campus outreach awareness program and funding will be used to deliver SafeQuest Solano's program. SafeQuest Solano will work with school districts through identification and implementation of policies and procedures to make school campuses safer for students.

The budget also appropriates \$37,500 of VOCA 17 funding for 18 months for a 0.5 FTE CASA Volunteer Supervisor. The duties and qualifications of CASA Volunteer Supervisor include supervising and supporting volunteer advocates, maintain volunteer and children's records, assign volunteers to cases, assist in new volunteer recruitment and training, as well as monitor unassigned cases. 100% of this position's time will be spent toward recruiting, training, and supervising new volunteer advocates as well as working directly with the child clients of the CASA program. CASA Solano will leverage separate funding toward this grant program to create a 1.0 FTE CASA Volunteer Supervisor.

The budget includes \$180,105 of VOCA 17 funding for 3 Extra Help Social Workers to provide victim services at the Solano Family Justice Center (SFJC). The 3 Social Workers will provide victims with needs assessments, protection order series, court accompaniment, victim compensation claims and referrals for additional services and programs. Daily tasks will include contacting victims of crime in domestic violence, sexual assault, and elder abuse working a daily report of cases filed by the District Attorney's Office. The goal is to contact crime victims, inform them of their rights via Marsy's Law, offer resources and information, and set up appointments to meet with staff at the SFJC prior to the arraignment date of the criminal case.

\$50,000 of VOCA 17 funds will support victim advocates from Solano Advocates for Victims of Violence (SAVV) to deliver the support services necessary to respond to the immediate emotional and physical needs of crime victims such as crisis intervention; accompaniment to hospitals for medical examinations; hotline counseling; and other emergency services that are intended to restore the victim's sense of security. The SAVV advocates will be located on-site at the SFJC, and will deliver the services and activities that assist the primary and secondary victims of crime in understanding the dynamics of victimization and assist in stabilizing their lives after a victimization such as peer counseling, support group, and referrals to therapy. The budget also includes \$3,715 for cell phone expense for the 3 Extra Help Social Workers. \$58,547 of VOCA 17 Match is achieved by using 30% of the SFJC Director's salary and benefit costs as this position will directly oversee the Extra Help Social Workers as well as working directly with SAVV daily.

VOCA 15 Match:

The VOCA 15 match will be provided collectively by the Chief Deputy District Attorney, Director of the Solano Family Justice Center, CASA volunteers, Sr. Staff Analyst and Accounting Technician. 2% of the Chief Deputy District Attorney's time, 20% of the SFJC Director's time, and 5% of the Sr. Staff Analyst position's time will go toward the XC grant program through planning, coordinating, implementation and performance review. These positions currently meet regularly to discuss the XC grant program. 5% of the Accounting Technician's time will go toward reviewing and processing invoices, claims and other expenses, preparing 2-201 claims for CalOES reimbursement, review of financial statements, and other fiscal duties related to the XC grant. CASA volunteers, at \$28.46/hour, provide the remaining VOCA 15 match with 1745.22 hours of service.

VOCA 17 Match:

The VOCA 17 match will be provided by the Director of the Solano Family Justice Center and CASA volunteers. 30% of the SFJC Director's time will go toward the XC grant program through planning, coordinating, implementation and performance review, as most of the services CASA volunteers, at \$28.46/hour, provide the remaining VOCA 17 match with 1425.6 hours of service.

Computer and Automated Systems Purchase Justification

The purpose for purchase of 5 laptop computers is to provide the 3 Extra Help Social Workers, our volunteers, and Solano Family Justice Center clients, access to databases, websites, and the like that will help victims of crime. The three computers assigned to the social workers will allow them to access victim databases and other information to help crime victims, facilitate video presentations for meetings and trainings, provide information when service providers gather for case studies, and provide secure and confidential access web based services for clients.

On a daily basis, the laptop computers will provide the social workers with access to reports of new DV, sexual assault, and elder abuse cases filed by the District Attorney, so that victims in these cases can be contacted and offered services at the SFJC.

The fourth computer will be used by volunteers to assist SFJC clients with referrals and access to services and programs. This computer will also be used when partner agencies meet for case studies. The fifth computer will be available for SFJC clients to provide Internet access free from any threats of violence and harm.

Laptop computers are preferable to desktop computers in that SFJC staff can take the computer with them to court sessions, appointments, and meetings, all of which will further help victims of crime connect with programs and services.

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
CRIMINAL JUSTICE & VICTIM SERVICES DIVISION**

**COMPUTERS AND AUTOMATED SYSTEMS
PURCHASE JUSTIFICATION GUIDELINES**

As stated in the *Subrecipient Handbook*, approval for purchases of computers and automated equipment is contingent on the project's ability to demonstrate cost effective, project-related need. This is best demonstrated by clearly relating each computer system or component to the grant objectives and activities.

Please answer the following questions. Attach as many pages as necessary to fully answer each question.

1. What is your agency's purpose for the proposed system? Include a description of the items to be purchased and how they will be used. Also, explain how the proposed equipment and/or software will enhance the project's ability to achieve the objectives/activities of the project as specified in the Grant Subaward.
2. If the request is for hardware and software in which the total costs exceed \$25,000, describe the proposed design of your system and indicate whether this is a new system or an addition/enhancement of an existing one, and whether it will be integrated with other systems. In your description please, be specific as to type and location of hardware/software and how the system will be operated and maintained.

SOLANO COUNTY VICTIM SERVICES PROGRAM

STEERING COMMITTEE

PLAN TO ADDRESS VICTIM SERVICE GAPS/NEEDS

This Plan between members of the Solano County Victim Services Steering Committee ("Steering Committee") is a cooperative and collaborative approach to provide prevention and early intervention services to victims in Solano County.

The following members make up the Steering Committee:

- Adult Protective Services
- Area Agency on Aging
- Child Protective Services
- The Solano County Superior Court
- District Attorney's Office of Solano County
- Solano County Mental Health
- Fairfield Police Department
- Vallejo Police Department
- Solano County Probation
- Solano County Sheriff's Office
- Solano County's Cal-OES funded Victim/Witness Program
- SafeQuest Solano, a Cal-OES funded Domestic Violence Assistance Program and a Cal-OES funded Rape Crisis Program
- Courage Center II, Solano County's Child Advocacy Center
- Fairfield-Suisun Unified School District
- Vallejo City Unified School District
- Court Appointed Special Advocates (CASA) of Solano County

The Steering Committee was tasked to identify victim service gaps/needs in Solano County. The gaps and needs identified by the Steering Committee was prevention and early intervention for victims of crime. Each entity agrees to work with the Steering Committee toward the mutual goal of identifying and serving victims of crime in Solano County. To this end, each entity agrees to participate in an exchange of services by coordinating the provision of the Steering Committee's measureable goals and objectives.

The District Attorney's Office of Solano County has been selected to administer the County Victim Services Program. It shall act as the single point of contact for the grant.

Volunteers from Solano County's Victim/Witness Program will be used to meet the Volunteer requirement of this program.

The Steering Committee has agreed to fund Victim Advocates dually trained under California Evidence Code §1037.1 and §1035.2 to meet those service gaps, goals and activities.

By signing this Plan, each Member agrees to make a "good faith" effort to resolve any and all program implementation challenges. Meetings will occur on a semi-annual basis. Members are responsible for attending Steering Committee Meetings and disseminating pertinent information from these meetings to their respective agencies. Members are not expected to act in any service provision role to victims of crime unless this service provision is a responsibility through their respective professional agency.

By signing here, each party signifies approval of this Plan as described in this document.

Kristina A. Abrams

Name

Solano County District Attorney

5/23/16
Date

Brian Taylor

Name

Court Executive Officer, Superior Court of California, Solano County

05/23/16
Date

Sharon Huber

Name

Director, Solano County Adult Protective Services, Mental Health, Child Welfare Services

5/20/16
Date

J. K.

Name

Chief, Fairfield Police Department

5-24-16
Date

Theresa A. ...

Name

Solano County Sheriff-Coroner

5-23-16
Date

Joni Dumont

Name

Executive Director, SafeQuest Solano, Cal OES-funded Rape Crisis & DV Programs

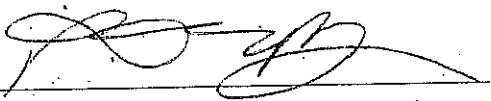
5-24-16
Date

C. H.

Name

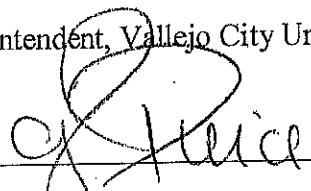
Chief, Solano County Probation

5/23/16
Date



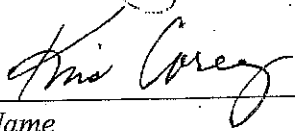
Name
Superintendent, Vallejo City Unified School District

5-20-16
Date



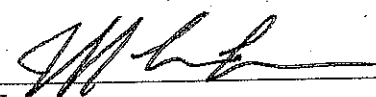
Name
Executive Director, Court Appointed Special Advocates (CASA), Solano County

5-23-16
Date




Name
Fairfield Suisun Unified School District

5-23-16
Date



Name
Solano County District Attorney, Cal OES-funded Victim Witness Unit

5-23-16
Date



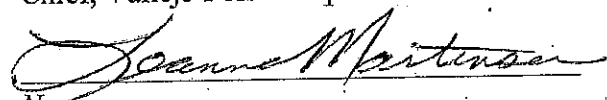
Name
Courage Center II, Solano County's Child Advocacy Center

5/23/2016
Date



Name
Chief, Vallejo Police Department

5-23-16
Date



Name
Executive Director, Area Agency on Aging

5-24-16
Date

Name
Executive Director, Courage Center II, Solano County's Child Advocacy Center

Date

EDMUND G. BROWN, JR.
GOVERNOR



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Gina D.
MARK S. GHILARDUCCI
DIRECTOR

October 25, 2018

Krishna A Abrams
District Attorney
Solano County - District Attorney
675 Texas Street, Suite 4500
Fairfield, CA 94533

Subject: **Approval of Subaward Modification #2**
County Victim Services Program
Subaward #: **XC16 01 0480**

Dear Ms. Abrams:

The California Governor's Office of Emergency Services (Cal OES) has received and approved the enclosed subaward modification request, for the subject grant.

Please contact your Program Specialist if you have any questions about this modification.

VSPS GRANTS PROCESSING

Enclosure

c: Subrecipient file
Program Specialist

GRANT SUBAWARD MODIFICATION

MAIL TO: California Governor's Office Of Emergency Services
3650 Schriever Ave
Mather, CA 95655:

1. Subaward #: XC16010480

2. Modification # 2

3. Subrecipient/Implementing Agency: County of Solano/Solano County District Attorney's Office

4. Project Title: County Victim Services Program

5. Contact Person: Jason Aguirre

Phone: 707-784-3267

Fax:

707-784-3267

Email Address: jlaguirre@solanocounty.com

6. Performance Period: 7/1/16

to 12/31/19

7. Payment Mailing Address: 675 Texas Street, Suite 4500, Fairfield CA 94533-6340

☐ Check here if new.

8. Revision to Budget

FISCAL YEAR	Current Allocation Select Acronym from list	Grant Funds				Required Match				Total
		A. Personal Services	B. Operating Expenses	C. Equipment	Fund Total	A. Personal Services	B. Operating Expenses	C. Equipment	Match Total	
15	VOCA	\$9,612	\$504,768	\$18,050	\$532,430	\$83,438	\$49,670	\$0	\$133,108	\$665,538
17	VOCA	\$180,104	\$206,645	\$0	\$386,749	\$58,548	\$38,139	\$0	\$96,687	\$483,436
Yr	Fund				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Proposed Change (add (+) or subtract (-) from budgeted amount)										
15	VOCA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
17	VOCA	\$101,222	(101,222) ^(101,222)	(0) ⁽⁰⁾	\$0	(\$58,548)	\$58,548		\$0	\$0
Yr	Fund				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Yr	Fund				\$0				\$0	\$0
Revised Allocation										
15	VOCA	\$9,612	\$504,768	\$18,050	\$532,430	\$83,438	\$49,670	\$0	\$133,108	\$665,538
17	VOCA	\$281,326	\$101,526	\$3,897	\$386,749	\$0	\$96,687	\$0	\$96,687	\$483,436
Yr	Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Yr	Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Yr	Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

9. Justification for Modification: (If necessary, continue the justification on page 3.)

☒ Check to Total

Modify 17 VOCA Personal, Operating, and Equipment appropriations, and modify 17 VOCA Match.

10. Subrecipient Approvals

Krishna A. Abrams, District Attorney

Project Director (typed name)

Simona Padilla-Scholtens, CPA, Auditor-Controller

Financial Officer (typed name)

Krishna A. Abrams
Project Director Signature

10/19/18
Date

Simona P. Scholtens
Financial Officer Signature

10/22/18
Date

Cal OES Approval Signatures

Cal OES USE ONLY

[Signature]
Program Specialist

10/23/18
Date

[Signature]
Unit Chief

10/23/18
Date

[Signature]
Grants Processing

10/24/18
Date

OCT 22 2018

ML#667312

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of Solano				Subaward #: XC16010480	
A. Personal Services – Salaries/Employee Benefits	VOCA 17	VOCA MATCH 17	VOCA 15	VOCA MATCH 15	COST
Chief Deputy District Attorney					
Salary (\$8,343/pp x 52.2 pp x 2%)				\$8,710 /	\$8,710 /
Retirement (\$1,749/pp x 52.2 pp x 2%)				\$1,826 /	\$1,826 /
FICA (\$600/pp x 52.2 pp x 2%)				\$626 /	\$626 /
Medical Ins. (\$785/pp x 52.2 pp x 2%)				\$820 /	\$820 /
Vision Ins. (\$7/pp x 52.2 pp x 2%)				\$7 /	\$7 /
Dental Ins. (\$46/pp x 52.2 pp x 2%)				\$48 /	\$48 /
Life Ins. (\$22/pp x 52.2 pp x 2%)				\$23 /	\$23 /
Director, Solano Family Justice Center					
Salary (\$2,972/pp x 52.2 pp x 20%)				\$31,028 /	\$31,028 /
Retirement (\$623/pp x 52.2 pp x 20%)				\$6,504 /	\$6,504 /
FICA (\$215/pp x 52.2 pp x 20%)				\$2,245 /	\$2,245 /
Medical Ins. (\$740/pp x 52.2 pp x 20%)				\$7,726 /	\$7,726 /
Vision Ins. (\$7/pp x 52.2 pp x 20%)				\$73 /	\$73 /
Dental Ins. (\$41/pp x 52.2 pp x 20%)				\$428 /	\$428 /
Life Ins. (\$8/pp x 52.2 pp x 20%)				\$84 /	\$84 /
2 Limited Term Social Worker II Step 3					
Salary (\$2,982.89/pp x 31.6 pp x 2 Staff)	\$188,519 /				\$188,519 /
Retirement (\$535.94/pp x 31.6 pp x 2 Staff)	\$33,871 /				\$33,871 /
FICA (\$235.65/pp x 31.6 pp x 2 Staff)	\$14,893 /				\$14,893 /
Medical Ins. (\$639.89/pp x 31.6 pp x 2 Staff)	\$40,441 /				\$40,441 /
Vision Ins. (\$7/pp x 31.6 pp x 2 Staff)	\$442 /				\$442 /
Dental Ins. (\$41/pp x 31.6 pp x 2 Staff)	\$2,591 /				\$2,591 /
Life Ins. (\$9/pp x 31.6 pp x 2 Staff)	\$569 /				\$569 /
Sr Staff Analyst					
Salary (\$3,500/pp x 52.2 pp x 5%)				\$9,135 /	\$9,135 /
Retirement (\$629/pp x 52.2 pp x 5%)				\$1,642 /	\$1,642 /
FICA (\$274/pp x 52.2 pp x 5%)				\$715 /	\$715 /
Medical Ins. (\$534/pp x 52.2 pp x 5%)				\$1,394 /	\$1,394 /
Vision Ins. (\$7/pp x 52.2 pp x 5%)				\$18 /	\$18 /
Dental Ins. (\$20/pp x 52.2 pp x 5%)				\$52 /	\$52 /
Life Ins. (\$9/pp x 52.2 pp x 5%)				\$23 /	\$23 /
Accounting Technician					
Salary (\$2,651/pp x 52.2 pp x 5%)				\$6,919 /	\$6,919 /
Retirement (\$476/pp x 52.2 pp x 5%)				\$1,242 /	\$1,242 /
FICA (\$210/pp x 52.2 pp x 5%)				\$548 /	\$548 /
Medical Ins. (\$558/pp x 52.2 pp x 5%)				\$1,456 /	\$1,456 /
Vision Ins. (\$7/pp x 52.2 pp x 5%)				\$18 /	\$18 /
Dental Ins. (\$46/pp x 52.2 pp x 5%)				\$120 /	\$120 /
Life Ins. (\$3/pp x 52.2 pp x 5%)				\$8 /	\$8 /
3 Extra Help Social Workers					
VOCA 15 Salary: \$37.20/hr x 80 hours x 3 staff			\$8,928 /		\$8,928 /
VOCA 15 FICA: \$2.85/hr x 80 hours x 3 staff			\$684 /		\$684 /
Personal Section Totals	\$281,326	\$0	\$9,612	\$83,438	\$374,376
PERSONAL SECTION TOTAL					\$374,376

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of Solano				Subaward #: XC16010480	
	VOCA 17	VOCA MATCH 17	VOCA 15	VOCA MATCH 15	COST
B. Operating Expenses					
SafeQuest Solano Court Advocate (Vallejo)					\$0
VOCA 15: \$43,880 x 150% FTE x 2 years (Only charge \$112,759)			\$112,759	/	\$112,759
SafeQuest Solano Victim Advocate (Elder Abuse)					\$0
VOCA 15: 2193 hours x \$20/hour			\$43,860	/	\$43,860
SafeQuest Solano Coordinator (Prev. Ed)					\$0
VOCA 15: \$49,500 x 25% FTE x 2 years			\$24,750	/	\$24,750
SafeQuest Solano Victim Advocate (Prev. Ed)					\$0
VOCA 15: 5458.5 hours x \$20/hour			\$109,170	/	\$109,170
SafeQuest Solano Victim Advocate (SFJC)					\$0
VOCA 15: 3471.4 hours x \$20/hour (only charging \$66,040)			\$66,040	/	\$66,040
SafeQuest Solano Victim Advocate (CSEC)					\$0
VOCA 15: \$85,000 x 5% FTE x 2 years			\$8,500	/	\$8,500
Overtime (48 hours/year at base rate of \$19.00x 1.5)			\$1,368	/	\$1,368
Benefits					
Social Security/Medicare: \$365,077 x 7.65%			\$27,928	/	\$27,928
Worker's Compensation: \$365,077 x 1.28%			\$4,673	/	\$4,673
State Unemp. Ins: \$365,077 x .0809%			\$2,953	/	\$2,953
Sick Leave : \$19/hr x 240 hours			\$4,560	/	\$4,560
Sick Leave & Overtime Payroll Taxes: \$5,928 x 7.65%			\$453	/	\$453
Health Ins: \$870/month x 18 months			\$15,660	/	\$15,660
50% of 1.0 FTE CASA Volunteer Supervisor					\$0
VOCA 15: \$25,000/year x 2 years			\$50,000	/	\$50,000
VOCA 17: \$25,000/year x 1.5 years	\$37,500	/			\$37,500
VOCA 15 Volunteer hours: 1745.25 hours x \$28.46/hr (In-Kind Match)				\$49,670	\$49,670
VOCA 17 Volunteer hours: 3397.3 hours x \$28.46/hr (In-Kind Match)		\$96,687	/		\$96,687
Solano Advocates for Victims of Violence Advocates					\$0
VOCA 17: 2500 hours x \$20/hour	\$50,000	/			\$50,000
Desk Set (Merchandise, S&H, sales tax, installation)			\$5,635	/	\$5,635
4 Drawer File Cabinet (\$556 each x 4)			\$2,224	/	\$2,224
Multi-purpose room tables (\$368 each x 10)			\$3,680	/	\$3,680
Multi-purpose room chairs (\$262/ 4 x 10 packs)			\$2,620	/	\$2,620
Multi-purpose room chair racks (\$183 each x 2)			\$366	/	\$366
Playroom sofas (\$1449 each x 2)			\$2,898	/	\$2,898
Playroom loveseats (\$859 each x 2)			\$1,718	/	\$1,718
7 Panel Room Partition (\$1650 each x1)	\$1,650	/			\$1,650
Multi-purpose room chairs (\$164.35 each x 20)	\$3,287	/			\$3,287
Multi-purpose room chair storage cart (\$164.50 each x 2)	\$329	/			\$329
VS Tracking Software SFJC	\$2,250	/			\$2,250
Labor Charge	\$3,897	/			\$3,897
Panasonic Desktop Scanners					\$0
\$426.00 each x 6 = \$2556.00	\$2,556	/			\$2,556
Desk Phones (\$482.50 x 4)			\$1,930	/	\$1,930
3 Cell phones (\$50.90/month x 20 months x 3 staff)	\$3,054	/	\$240	/	\$3,294
Car Seats	\$900	/			\$900
5 laptop computers (includes docking stations)					\$0
\$1800/laptop x 5			\$9,000	/	\$9,000
\$190/docking station x 5			\$950	/	\$950
Environmental fees/Sales Tax			\$833	/	\$833
					\$0
Operating Section Totals	\$105,423	\$96,687	\$504,768	\$49,670	\$756,548
OPERATING SECTION TOTAL					\$756,548

me

BUDGET CATEGORY AND LINE ITEM DETAIL

[illegible]

VSPS Budget Summary Report

XC16 County Victim Services Program

Solano County

County Victim Services Program

Subaward #: XC16 01 0480

Performance Period: 07/01/16 - 12/31/19

Latest Request: August 2018, Not Final 201

A. Personal Services - Salaries/Employee Benefits

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	15VOCA	9,612	0	9,612	0	9,612
L	15VOCA	83,438	81,805	1,633	0	1,633
F	17VOCA	281,326	0	281,326	0	281,326
L	17VOCA	0	0	0	0	0
Total A. Personal Services - Salaries/Employee Benefits:		374,376	81,805	292,571	0	292,571

B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	15VOCA	504,768	236,129	268,639	0	268,639
L	15VOCA	49,670	0	49,670	0	49,670
F	17VOCA	105,423	0	105,423	0	105,423
L	17VOCA	96,687	0	96,687	0	96,687
Total B. Operating Expenses:		756,548	236,129	520,419	0	520,419

C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	15VOCA	18,050	17,898	152	0	152
L	15VOCA	0	0	0	0	0
F	17VOCA	0	0	0	0	0
L	17VOCA	0	0	0	0	0
Total C. Equipment:		18,050	17,898	152	0	152

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

10/24/18

VSPS Budget Summary Report

XC16 County Victim Services Program Solano County County Victim Services Program			Subaward #: XC16 01 0480 Performance Period: 07/01/16 - 12/31/19 Latest Request: August 2018, Not Final 201		
	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	229,795	81,805	147,990	0	147,990
Total Funded:	919,179	254,027	665,152	0	665,152
Total Project Cost:	1,148,974	335,832	813,142	0	813,142

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

10/24/18

The budget also includes \$2,250 for a 3-year renewal subscription for VS Tracking software. This software helps with the tracking of stats and performance measures used in our quarterly PMT reports.

The budget modification decreases funding for SafeQuest Solano from \$115,430 to \$0.00 to help fund the 2.0 FTE Limited Term Social Workers.

The budget also includes \$3,054 for cell phone expense for the 2.0 FTE Limited Term Social Workers, with a third phone available to SFJC clients for use on site.

The budget also includes \$2,556 for 6 desktop document scanners for SFJC staff. These scanners will allow staff to scan and route documents to databases and SFJC partners more efficiently than making use of the only document scanner in the SFJC that is located on the opposite side of the facility from where SFJC staff works.

The budget also includes \$900 for two car seats for CASA staff to use with their clients.

The budget also includes \$3,897 for labor expense related to 90" video monitor purchased with VOCA 15 funds.

Modified VOCA 17 Match:

The VOCA 17 match of \$96,687 will be provided by CASA volunteers. At \$28.46/hour, CASA volunteers will provide 3397.3 hours toward the VOCA 17 match.

RESOLUTION NO. 2019 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE DISTRICT ATTORNEY TO ACCEPT A GRANT
FROM THE GOVERNOR'S OFFICE OF EMERGENCY SERVICES
FOR A COUNTY VICTIM SERVICES PROGRAM**

Whereas, the County of Solano desires to establish a County Victim Services Program to be supported with Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program funds authorized by the Victims of Crime Act of 1984 as amended, 42 U.S.C. 10601, et seq.; and

Whereas, the Solano County District Attorney submitted a grant amendment to the Governor's Office of Emergency Services (CalOES) and is authorized to accept the grant award in the amount of \$386,749 for the period of July 1, 2018 through December 31, 2019, and to execute the CalOES grant agreement and any subsequent amendments.

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

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on January 8, 2019, by the following vote:

AYES: Supervisors _____

NOES: Supervisors _____

EXCUSED: Supervisors _____

_____, Chair
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

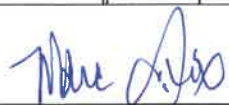
By: _____
Jeanette Neiger, Chief Deputy Clerk

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SOLANO
AMENDING THE LIST OF NUMBERS AND CLASSIFICATIONS OF POSITIONS
WITHIN SOLANO COUNTY**

Resolved, that the Solano County Board of Supervisors authorizes the Director of Human Resources to make any technical corrections if needed; and,

Further resolved, that the Solano County Board of Supervisors does hereby amend, modify and/or alter its Allocation List of Positions of Solano County as set forth below:

Department	Budget Unit	Class No.	Position Control No.	Class Title	Effective Date	Departmental Total Positions			
						Allocated	Filled	Proposed	Change
District Attorney	6515	TBD	NEW	Social Worker II Limited Term to 12/31/19 - TBD	12/16/18	0	0	2.0	2.0



Director of Human Resources

11/27/2018

Date

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on
January 8, 2019 by the following vote:

AYES: SUPERVISORS _____

NOES: SUPERVISORS _____

EXCUSED: SUPERVISORS _____

Solano County Board of Supervisors

ATTEST:

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk

**SECOND AMENDMENT TO STANDARD CONTRACT
BETWEEN COUNTY OF SOLANO and CASA OF SOLANO COUNTY**

This Second Amendment ("Second Amendment") is entered into as of the 8th day of January 2019, between the COUNTY OF SOLANO, a political subdivision of the State of California ("County") and CASA of Solano County. ("Contractor").

1. Recitals

- A. The parties entered into a contract dated December 6, 2016 (the "Contract"), in which Contractor agreed to provide court appointed special advocate services.
- B. The parties agreed to a first amendment on July 31, 2018 to extend the term of the Contract and increase the amount of the Contract by \$12,500.
- C. The County now needs to increase the amount of this Contract by \$25,000 as Contractor has received grant funding from the CalOES County Victim Services Grant Program to provide the same services through December 31, 2019.
- D. The parties agree to amend the Contract as set forth below.

2. Agreement.

A. Term of Contract

Section 2 is deleted in its entirety and replaced with:

The Term of this Contract is: July 1, 2016 – December 31, 2019

B. Amount of Contract

Section 3 is deleted in its entirety and replaced with:

The maximum amount of this Contract is: \$87,500

C. Budget.

Section 3(1) of Exhibit B is deleted in its entirety and replaced with:

1. COMPENSATION

Total compensation shall be fixed, not to exceed the amount of \$87,500.00, payable as follows:

- 1. \$87,500.00 for 54 months to cover salary and benefit expense for 50% of one (1) CASA Volunteer Coordinator.

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.

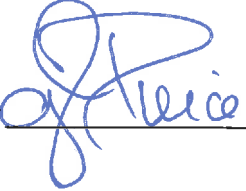
COUNTY OF SOLANO, a Political
Subdivision of the State of California

CASA of Solano County

By _____

APPROVED AS TO FORM

By  _____
County Counsel

By  _____

Item # _____
File #18-878

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.

[A - CASA Contract](#)

[B - CASA 1st Amendment](#)



Solano County

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

Agenda Submittal

Agenda #:	18	Status:	Consent Calendar
Type:	Resolution	Department:	County Counsel
File #:	19-37	Contact:	Dennis Bunting, 784-6145
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt a resolution appointing Anthony Vaccarella, Terrance C. Connolly and Michael D. Lewis as Directors of the Suisun Resource Conservation District for 4 year terms to expire on November 25, 2022		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution, B - Applications		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors adopt the attached resolution appointing Anthony Vaccarella, Terrance C. Connolly and Michael D. Lewis to fill vacancies on the Board of Directors of the Suisun Resource Conservation District for 4 year terms ending November 25, 2022.

SUMMARY:

The terms of three directors for the Suisun Resource Conservation District expired on November 23, 2018. Pursuant to Ordinance No. 1445, vacancies arising on the Board of Directors for the Suisun Resource Conservation District are filled by appointment by the Board of Supervisors.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget. The County incurs no costs in making these appointments.

DISCUSSION:

On November 23, 2018, the terms of the following three members of the Board of Directors for the Suisun Resource Conservation District expired: Anthony Vaccarella, Terrance C. Connolly and Michael D. Lewis.

The District posted a Notice of Vacancies on the Board of Directors in accordance with the requirements of Ordinance No. 1445. In response to the notice, Anthony Vaccarella, Terrance C. Connolly and Michael D. Lewis submitted the attached applications. The District received no other applications.

It is recommended that the Board of Supervisors accept the applications and reappoint Anthony Vaccarella,

Terrance C. Connolly and Michael D. Lewis to serve on the Board of Directors for the Suisun Resource Conservation District for a term of four years each.

ALTERNATIVES:

The Board of Supervisors could elect not to appoint the applicants to the Board of Directors for the Suisun Resource Conservation District; however, this alternative is not recommended as it would result in continued vacancies on the Board of Directors.

OTHER AGENCY INVOLVEMENT:

The Suisun Resource Conservation District disseminated application packets and application information on request. The District also posted the notice of vacancy in accordance with the requirements of Ordinance No. 1445.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
APPOINTING DIRECTORS FOR THE SUISUN RESOURCE CONSERVATION DISTRICT**

By: Jeanette Neiger, Chief Deputy Clerk

Mr. Tony Vaccarella
2397 Goodwin Avenue
Redwood City, CA 94061

Re: Reappointment to the Suisun Resource Conservation District
Board Of Directors.

To Whom It May Concern:

I first became a Suisun Marsh landowner in June of 1990. My property was Four Winds Duck Club is located with seven adjacent duck club properties. In 2012, I sold the property to Mr. Clarke Rosa and he designated me to act as his agent on the SRCD Board of Director's. This fact has given me an appreciation of along with invaluable experience for collaboration and coordinating of management and partnerships in the Marsh. I bring this experience as well as my professional business experience to SRCD to assist in the continued efficient operation of the District and protection of the resources of the Suisun Marsh.

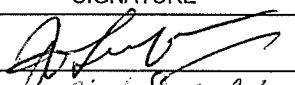
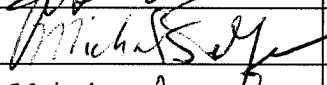
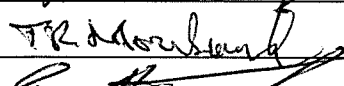


As a Director on the SRCD Board, I would like to continue to represent the Suisun Resource Conservation District landowner's as a steward of the Marsh to preserve and protect the long-term hunting heritage of the Suisun Marsh.

**APPLICATION FOR DIRECTORSHIP
TO THE BOARD OF DIRECTORS
FOR THE
SUISUN RESOURCE CONSERVATION DISTRICT**

I Anthony Vaccarella, hereby apply for a Directorship on the Suisun Resource Conservation District Board of Directors, to be appointed by the Solano County Board of Supervisors at a meeting of the members of the Solano County Board of Supervisors. I am a landowner or agent within the Suisun Resource Conservation District in Solano County, California and reside at the address shown on this application. I declare under penalty of perjury, that the information contained in this application is true and correct. Individuals, who are registered voters, and property owners or agents of property located in the Suisun Marsh, provided the following five signatures in support of my appointment.

Executed this 17 day of Nov, 2018 at _____, California.

Signature Anthony Vaccarella Print Name Anthony Vaccarella
2397 Goodwin Ave Redwood City, CA 94061 [REDACTED]
 Address Phone

SIGNATURE	RESIDENCE	VERIFICATION
	1187 Panoramic Dr MARTINEZ CA	
	21 Hillside Pl. MARTINEZ CA	
	2 Dolenwood Ave - Orinda, CA 94563	
	4290 Silver Meadow Ct Danville CA 94506	
	2951 hand PARK DR Sacramento CA	

I Anthony Vaccarella circulated this application and witnessed each of the appended signatures being written. To the best of my information and belief, each signature is the genuine signature of the person whose name it purports to be.

Anthony Vaccarella
Signature

Anthony Vaccarella
Print Name

***There Shall Be No Election for the Suisun Resource Conservation District, Pursuant to Public Resources Code Section 9314 (b) and Government Code Section 54974. Applicants are to be appointed to office by the Board of Supervisors, pursuant to Solano County Ordinance 1955.

***This document is for the sole use of the Suisun Resource Conservation District, for the purpose of application to the office of Directorship for the Board of Directors for the Suisun Resource Conservation District. This document to be filed with the Clerk of the Board of Supervisors. Supporting signatures do not constitute financial support of any means. This document pursuant to Ordinance No. 1445, an ordinance adopting the provisions of California Public Resources Code Section 9314. 3/3/98 S.R.C.D.

Terry C. Connolly
39 Twin Creeks Drive
Fairfield, CA 94534

Please consider my application for reappointment to the Suisun Resource Conservation District (SRCD) Board of Director's.

In 2002, I applied for a Directorship on the SRCD Board of Directors and was appointed to the Board by the Solano County Board of Supervisors. For sixteen years as a SRCD Board Member, I have applied my strong background in accounting to assist the District with any accounting matters as well as Chairman of the Finance Committee.

Education

B. S Accounting, San Jose State University
M.S Taxation, Golden Gate University

Occupation

Managing Partner (Retired) Anderson & Associates Certified Public Accountants

Organizations

Suisun Conservation Fund ~ Secretary/ Treasurer
Frost Lake Reclamation Dist. #2129 ~ Secretary/ Treasurer
Sprigsville Ranch Duck Club ~ Co-Owner
Vallejo Chamber of Commerce ~ Past President
Vallejo Naval & Historical Museum ~ Past Director
California Waterfowl Association ~ Life Member

**APPLICATION FOR DIRECTORSHIP
TO THE BOARD OF DIRECTORS
FOR THE
SUISUN RESOURCE CONSERVATION DISTRICT**

I TERRANCE C. CONNOLLY, hereby apply for a Directorship on the Suisun Resource Conservation District Board of Directors, to be appointed by the Solano County Board of Supervisors at a meeting of the members of the Solano County Board of Supervisors. I am a landowner or agent within the Suisun Resource Conservation District in Solano County, California and reside at the address shown on this application. I declare under penalty of perjury, that the information contained in this application is true and correct. Individuals, who are registered voters, and property owners or agents of property located in the Suisun Marsh, provided the following five signatures in support of my appointment.

Executed this 15 day of NOVEMBER, 2018 at FAIRFIELD, California.

Signature Terrance C. Connolly Print Name TERRANCE C. CONNOLLY
39 TWIN CREEKS DRIVE [REDACTED]
Address Phone

SIGNATURE	RESIDENCE	VERIFICATION
<u>[Signature]</u>	<u>165 MANZANITA DR</u>	
<u>Rod Mendez</u>	<u>M. 3398 Hidden Valley Ln. F.F.</u>	
<u>Robert Tedesco</u>	<u>1382 NEBRASKA ST VALLEJO CA</u>	
<u>Ralph Lindeman</u>	<u>7 FAIRVIEW AVE VALLEJO CA</u>	
<u>Todd Cerini</u>	<u>629 TULARE STREET PETAUMA CA</u>	

I T. Connolly circulated this application and witnessed each of the appended signatures being written. To the best of my information and belief, each signature is the genuine signature of the person whose name it purports to be.

Terrance C. Connolly
Signature
TERRANCE C. CONNOLLY
Print Name

****There Shall Be No Election for the Suisun Resource Conservation District, Pursuant to Public Resources Code Section 9314 (b) and Government Code Section 54974. Applicants are to be appointed to office by the Board of Supervisors, pursuant to Solano County Ordinance 1955.**

*****This document is for the sole use of the Suisun Resource Conservation District, for the purpose of application to the office of Directorship for the Board of Directors for the Suisun Resource Conservation District. This document to be filed with the Clerk of the Board of Supervisors. Supporting signatures do not constitute financial support of any means. This document pursuant to Ordinance No. 1445, an ordinance adopting the provisions of California Public Resources Code Section 9314. 3/3/98 S.R.C.D.**

November 9, 2018

Michael D. Lewis
3923 Young Ave
Napa, CA 94558

Re: Appointment to the Suisun Resource Conservation District Board of Directors

To Whom It May Concern:


I am a graduate of University of California, UC Davis Class of 1973, with a BS in Wildlife Biology and began working in the Suisun Marsh in 1978 for the USDA-SCS (now NRCS) under contract with the Suisun Resource Conservation District (SRCD) to prepare a habitat management plan for private landowners. In the year of 1982, I became SRCD's first employee and ultimately assumed responsibility for daily operations as the District's first Manager. I left the District in 1991, to pursue other interests. In 1995 I accepted a position with the California Department of Fish & Game and have been an employee of CDF&W ever since.

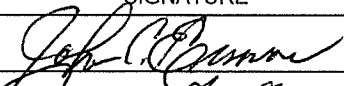
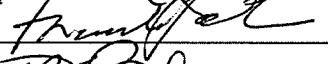
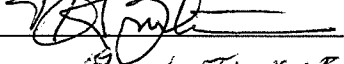
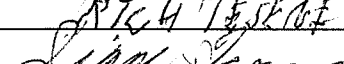
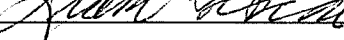
I have continued to maintain a close connection to the Suisun Marsh and SRCD, first serving as an Associate Director, and for the past several years as a Director. Please consider my application for reappointment to the Board of Director's for the Suisun Resource Conservation District.

**APPLICATION FOR DIRECTORSHIP
TO THE BOARD OF DIRECTORS
FOR THE
SUISUN RESOURCE CONSERVATION DISTRICT**


I MICHAEL D. LEWIS, hereby apply for a Directorship on the Suisun Resource Conservation District Board of Directors, to be appointed by the Solano County Board of Supervisors at a meeting of the members of the Solano County Board of Supervisors. I am a landowner or agent within the Suisun Resource Conservation District in Solano County, California and reside at the address shown on this application. I declare under penalty of perjury, that the information contained in this application is true and correct. Individuals, who are registered voters, and property owners or agents of property located in the Suisun Marsh, provided the following five signatures in support of my appointment.

Executed this 7th day of November, 2018 at Suisun, California.

Signature  Print Name MIKE LEWIS
3923 Young Ave, Napa 94558 [REDACTED]
 Address Phone

SIGNATURE	RESIDENCE	VERIFICATION
	(CAL FARMS) 990 Hawthorne Dr. Walnut Creek, CA	
	(CAL FARMS) 1000 Hawthorne Dr. Walnut Creek, CA	94596
	(CAL FARMS) 1661 CASTLE HILL W.C.	
	(GRIZZLY DC) 3400 Gum Tree Rd. Suisun	
	(GRIZZLY DC) 3400 Gum Tree Rd. Suisun	

I MIKE LEWIS circulated this application and witnessed each of the appended signatures being written. To the best of my information and belief, each signature is the genuine signature of the person whose name it purports to be.


 Signature
MIKE LEWIS
 Print Name

***There Shall Be No Election for the Suisun Resource Conservation District, Pursuant to Public Resources Code Section 9314 (b) and Government Code Section 54974. Applicants are to be appointed to office by the Board of Supervisors, pursuant to Solano County Ordinance 1955.

***This document is for the sole use of the Suisun Resource Conservation District, for the purpose of application to the office of Directorship for the Board of Directors for the Suisun Resource Conservation District. This document to be filed with the Clerk of the Board of Supervisors. Supporting signatures do not constitute financial support of any means. This document pursuant to Ordinance No. 1445, an ordinance adopting the provisions of California Public Resources Code Section 9314. 3/3/98 S.R.C.D.

November 14, 2018

Ms. Patty Crittenden
Clerk of the Board of Supervisors
675 Texas St, Suite 6500
Fairfield, CA 94533

Subject: Agent Designation for Suisun Conservation District Board of Directors

Dear Ms. Crittenden,

I, Frank Johnson, as landowner of Cal Farms and Tip End Duck Clubs [SRCD property 424 and 425} within the boundaries of the Suisun Resource Conservation District, designate Mr Michael Lewis to act as my agent under California Public Resources Code section 9352 for the purpose of serving as a Director on the Suisun Conservation Board of Directors.

Sincerely,

A handwritten signature in black ink, appearing to read "Frank Johnson", with a long horizontal flourish extending to the right.

Frank Johnson



Solano County

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

Agenda Submittal

Agenda #:	19	Status:	Consent Calendar
Type:	Resolution	Department:	County Counsel
File #:	19-38	Contact:	Dennis Bunting, 784-6145
Agenda date:	01/08/2019	Final Action:	
Title:	Adopt a resolution appointing Spencer Bei and Eric Schene as Directors of the Dixon Resource Conservation District for 4 year terms to expire on November 25, 2022		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution, B - Applications		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors adopt the attached resolution appointing Spencer Bei and Eric Schene to fill two expired terms on the Board of Directors of the Dixon Resource Conservation for 4 year terms ending November 25, 2022.

SUMMARY/DISCUSSION:

The terms of two directors for the Dixon Resource Conservation District ("District") expired on November 30, 2018. A director holds office until a qualified successor is appointed. (Public Resources Code section 9314(a).)

Under Resolution No. 01-001 adopted by the Board of Directors of the District, individuals are appointed to serve on the District's Board of Directors by the Board of Supervisors in lieu of an election.

The District timely posted a Notice of Vacancy in accordance with the requirements of the Government Code. In response to the notice, Spencer Bei and Eric Schene submitted the attached applications. The District received no other applications.

We recommend that the Board of Supervisors accept the applications and make the following appointments to serve on the Board of Directors of the District:

Spencer Bei	Term to expire on November 25, 2022
Eric Schene	Term to expire on November 25, 2022

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the department's

FY2018/19 Adopted Budget. The County incurs no costs in making these appointments.

ALTERNATIVES:

The Board of Supervisors could elect not to appoint the applicants to the Board of Directors for the Dixon Resource Conservation District; however, this alternative is not recommended as the two applicants are the only qualified landowners or agents to submit applications.

OTHER AGENCY INVOLVEMENT:

The District disseminated applications packets and information upon request. It also posted the Notice of Vacancy and forwarded the application materials to the Board of Supervisors.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
APPOINTING DIRECTORS TO THE DIXON RESOURCE CONSERVATION DISTRICT**

By: Jeanette Neiger, Chief Deputy Clerk

Dixon Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655 Ext. 105
(707) 678-5001 Fax

APPLICATION TO SERVE AS DIRECTOR FOR THE DIXON RCD

Date: 12/7/18
Name: SPENCER BEI
Address: 7631 PEDRICK RD DIXON
Phone: _____
Email: _____

1. Are you a registered voter of the state? Yes ☒ No ☐
Candidates for the office of RCD director *must* be registered voters in California.
2. Do you reside within the district and
a. Own property in the district, or Yes ☒ No ☐
b. Have had two or more years of experience as an Associate Director of the DRCD? Yes ☒ No ☐
(If no to "a" or "b", see item #3)
3. Are you a designated agent of a resident landowner within the district? Yes ☒ No ☒
(If yes, please attach a letter from the landowner stating that they are putting your nomination forward for you to serve as their representative on the DRCD Board of Directors. They should indicate why they believe you are qualified to serve in this position).

Name, address and phone number of landowner you represent as a designated agent:

Name: _____

Address: _____

Phone: _____

3. You must have nomination signatures of five District Landowners (Please use the attached sheet).

4. What is your interest in serving on the Board of Directors?

TO HELP, TO PROTECT, TO SERVE

5. Please provide some information related to your background in agriculture and/or natural resources.

FARMER WITHIN DISTRICT, CURRENT BOARD MEMBER

6. What other skills do you think you bring to the District?

EXPERIENCE

7. Can you perceive any direct or in-direct conflicts of interest you may have serving on the Board?
(No Director or other officer of the district shall be interested directly or indirectly in the sale of equipment, materials, or services to the district).

NO.

Thank you for your interest in serving the District!

The Dixon Resource Conservation District and its partners prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) The Dixon Resource Conservation District is an equal opportunity provider and employer.

Dixon Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655 Extension 105
(707) 678-5001 Fax

LANDOWNER NOMINATION SIGNATURES

1. Name: GENE ROBBEN
Address: 8057 RUNGE RD.
Signature: [Signature]
2. Name: SCOTT ROBBEN
Address: 8057 RUNGE RD.
Signature: [Signature]
3. Name: George Anderson
Address: 7901 Robben Rd
Signature: [Signature]
4. Name: Leon Robben
Address: 7444 Redneck Rd
Signature: Leon Robben
5. Name: Robert Robben
Address: 7820- Robben Road
Signature: [Signature]

Dixon Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655 Ext. 105

APPLICATION TO SERVE AS DIRECTOR FOR THE DIXON RCD

Date: December 7, 2018

Name: Eric R. Schene

Address: 2104 Hunt Street Woodland, CA 95776

Phone:

Email:

1. Are you a registered voter of the state? Yes ☒ No ☐
Candidates for the office of RCD director *must* be registered voters in California.
2. Do you reside within the district and
 - a. Own property in the district, or Yes ☐ No ☒
 - b. Have had two or more years of experience as an Associate Director of the DRCD? Yes ☐ No ☒
(If no to "a" or "b", see item #3)
3. Are you a designated agent of a resident landowner within the district? Yes ☒ No ☐
(If yes, please attach a letter from the landowner stating that they are putting your nomination forward for you to serve as their representative on the DRCD Board of Directors. They should indicate why they believe you are qualified to serve in this position).

Name, address and phone number of landowner you represent as a designated agent:

Name: Thomas Schene

Address: 1000 Hillview Dr. Dixon, CA 95620

Phone: (916) 425-8946

3. **You must have nomination signatures of five District Landowners (Please use the attached sheet).**
See attached

4. **What is your interest in serving on the Board of Directors?**

My interest in serving on the Dixon Resource Conservation District Board is to help be a representative for the South East corner of the district. With several years of experience working with RCD I bring an important lens for further water shed projects.

5. **Please provide some information related to your background in agriculture and/or natural resources.**

With Schene Enterprises I bring over 20 years of experience with irrigated and non-irrigated pasture and native grasslands. I have helped developed mitigation areas to keep livestock out of drain ditches and providing alternative water sources to ensure continued livestock health and well-being. During these past years of experience, I have also contributed to ensuring livestock remain out of main drain ditches by developing appropriate fencing boundaries and providing alternative water sources.

6. **What other skills do you think you bring to the District?**

As being a Dixon resident for the past 42 years, I have developed relationships with the majority of the farmers and ranchers in the area. I have worked with the Department Fish and Game, Solano Land Trust and Audubon Society in further support of their mission and goals. I hold a vested interest in ensuring the RCD continues ethical practices and promotes a balance of environmentally sound practice; as well as, supporting farming and ranching endeavors.

7. **Can you perceive any direct or in-direct conflicts of interest you may have serving on the Board?**
(No Director or other officer of the district shall be interested directly or indirectly in the sale of equipment, materials, or services to the district).

No

Thank you for your interest in serving the District!

The Dixon Resource Conservation District and its partners prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) The Dixon Resource Conservation District is an equal opportunity provider and employer.

Dixon Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655 Extension 105
(707) 678-5001 Fax

LANDOWNER NOMINATION SIGNATURES

1. Name: Frank J. Pitho
Address: 145 Keith Ct. W.C. Ca. 94597
Signature: Frank J. Pitho
2. Name: FRANK J. PITHO JR.
Address: 6262 Liberty Island Rd. Dixon CA 95620
Signature: FRANK J. PITHO JR.
3. Name: Harold E. Ruff HAROLD E. RUFF
Address: 8057 Runge Rd - Dixon
Signature: Harold E. Ruff
4. Name: Scott C. Ribben
Address: 8057 Runge Road Dixon CA 95620
Signature: Scott C. Ribben
5. Name: Greg W. Gude
Address: 7901 Robby Rd
Signature: Greg W. Gude



Solano County

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

Agenda Submittal

Agenda #:	20	Status:	Consent Calendar
Type:	Appointment	Department:	First 5 Solano
File #:	19-17	Contact:	Michele Harris, 784-1332
Agenda date:	01/08/2019	Final Action:	
Title:	Approve the Solano Children's Alliance membership reappointments of Juan Cisneros, Jane Johnson, Guadalupe Lopez, and Maurilio Leon for the terms of January 9, 2019 to January 9, 2023 and the reappointments of Debbie Peralez, Rafael Hernandez-Perez, and Angie Lopez as alternates for the terms of January 9, 2019 to January 9, 2023; and Approve the Solano Children's Alliance membership appointments of Dr. Shandi Fuller, Julie Musto, and Joshua Mallory for the terms of January 9, 2019 to January 9, 2023 and the appointment of alternate Cindy Watson for the term of January 9, 2019 to January 9, 2023		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Membership Roster		

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

DEPARTMENTAL RECOMMENDATION:

First 5 Solano/County Administrator's Office recommends the Board of Supervisors approve the Solano Children's Alliance membership reappointments of Juan Cisneros, Jane Johnson, Guadalupe Lopez, and Maurilio Leon for the terms of January 9, 2019 to January 9, 2023 and the reappointments of Debbie Peralez (alternate for Juan Cisneros), Rafael Hernandez-Perez (alternate for Guadalupe Lopez), and Angie Lopez (alternate for Maurilio Leon) as alternates for the terms of January 9, 2019 to January 9, 2023; and Approve the Solano Children's Alliance membership appointments of Dr. Shandi Fuller, Julie Musto, and Joshua Mallory for the terms of January 9, 2019 to January 9, 2023 and the appointment of alternate Cindy Watson (for Dr. Shandi Fuller) for the term of January 9, 2019 to January 9, 2023.

SUMMARY/DISCUSSION:

The multidisciplinary Solano Children's Alliance (SCA) was established in 1982 to advise and educate the Board of Supervisors on children's issues. The Alliance consists of 20 voting members recommended by the Alliance Executive Committee and appointed by the Board of Supervisors.

This item brings forward four member reappointments as recommended by the Alliance Executive Committee:

- Juan Cisneros, Family Community Partnership Director of Child Start, to the membership category of Community Based Organization that Provides Services to Families and Youth
- Jane Johnson, Executive Director of Child Haven, to the membership category of Community Based

Organization that Provides Services to Families and Youth

- Guadalupe Lopez, Intake Department Manager with North Bay Regional Center, to the membership category of Regional Center
- Maurilio Leon, Chief Operating Officer, Community Housing Opportunities Corporation, to the membership category of Community Based Organization that ties to an Ethnic Community

This item also brings forward reappointments of three alternates. The proposed alternates and their membership categories are:

- Debbie Perez, Executive Director at Child Start, for category of Community Based Organization that Provides Services to Families and Youth
- Rafael Hernandez-Perez, Early Intervention Case Management Supervisor, with North Bay Regional Center, to the category of Regional Center
- Angie Lopez, Special Projects Manager, Community Housing Opportunities Corporation, to the membership category of Community Based Organization that ties to an Ethnic Community

Appointments of three individuals are also included in this item:

- Dr. Shandi Fuller, Clinic Physician Supervisor, to the membership category of Solano County Health and Social Services
- Julie Musto, Supervising Deputy Probation Officer, to the category of Solano County Juvenile Probation Department
- Joshua Mallory, Parent/Consumer, to the membership category of Member-at-Large

Lastly, this item brings forward an appointment of one alternate:

- Cindy Watson, Nursing Services Director, to the membership category of Solano County Health and Social Services

The proposed appointments and reappointments are included in the Proposed Membership Roster (Attachment A).

FINANCIAL IMPACT:

There is no financial impact for this decision; approval will assist the Solano Children's Alliance to reach a quorum to conduct their business. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board could choose not to appoint the applicants. However, this is not recommended as the applicants have been brought forward in accordance with the approved Bylaws; have demonstrated an interest in the welfare of children in Solano County; and are prepared to dedicate their time to the Solano Children's Alliance.

OTHER AGENCY INVOLVEMENT:

The membership appointments and alternates have been reviewed and recommended by the Executive Committee of the SCA.

Children's Alliance Membership Roster

<u>Category of Membership</u>	<u>Member/Alternate</u>
Solano County H&SS	Aaron Crutison Alternate: VACANT
Solano County H&SS	<i>Proposed Appointment: Dr. Shandi Fuller</i> <i>Proposed Alternate: Cindy Watson</i>
Solano County Juvenile Probation Department	<i>Proposed Appointment: Julie Musto</i> Alternate: Lisa Wamble
Local Child Serving Public Agency	Pam Posehn Alternate: Rachel Rico
Presiding Judge of Juvenile Court or Representative of Juvenile Justice Services	Candy Pierce Alternate: Cynthia Wojan
Solano County Superintendent of Schools Or Designee	Lisette Estrella-Henderson Alternate: Nicola Parr
Local School District or Designee	Stacy Burke Alternate: Cheryl Jones
Solano County District Attorney's Office	Sharon S. Henry Alternate: Angel Aguilar
Community Based Organization that Provides Services to Families and Youth	<i>Proposed Reappointment: Jane Johnson</i> Alternate: Michalle Shown-Rodriguez
Community Based Organization that Provides Services to Families and Youth	Maria Guevara Alternate: Francie McInerney-Macmillan
Community Based Organization that Provides Services to Families and Youth	Maria Vicondoa Alternate: Paul Cecchetti
Community Based Organization that Provides Services to Families and Youth	<i>Proposed Reappointment: Juan Cisneros</i> <i>Proposed Alternate: Debbie Peralez</i>
Community Based Organization that Provides Services to Families and Youth	Member: Robert Tobin Alternate: Alaina Starr
Member at Large - Parents, Grandparents and Consumers	Member: Candice Floyd Alternate: VACANT
Member at Large - Parents, Grandparents and Consumers	<i>Proposed Appointment: Joshua Mallory</i> Alternate: VACANT
Member of the County Board of Supervisors or Designee	Monica Brown Alternate: Kelly Dwyer
Local Law Enforcement	Gloria Diaz Alternate: Ana Isabel Montano
Regional Center	<i>Proposed Reappointment: Guadalupe Lopez</i> <i>Proposed Alternate: Rafael Hernandez-Perez</i>
Child Care R&R or Child Care Planning Council	Zoe Bartholomew Alternate: Kathy Lago
Community Based Organization that ties to an Ethnic Community	<i>Proposed Reappointment: Maurilio Leon</i> <i>Proposed Alternate: Angie Lopez</i>



Solano County

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

Agenda Submittal

Agenda #:	21	Status:	Regular Calendar
Type:	Resolution	Department:	County Counsel
File #:	19-39	Contact:	Dennis Bunting, 784-6145
Agenda date:	01/08/2019	Final Action:	
Title:	Consider adopting a resolution to appoint four of the following five nominees to fill four expired terms as Directors of the Solano Resource Conservation District with terms to expire November 25, 2022: Darrell Hill, John Knowles, Glenda Riddle, Terry Riddle and Kathleen Stutz		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Resolution, B - SRCD Appointment Requests, C - Applications		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors consider adopting a resolution to appoint four of the following five nominees to fill four expired terms as Directors of the Solano Resource Conservation District with terms to expire November 25, 2022: Darrell Hill, John Knowles, Glenda Riddle, Terry Riddle and Kathleen Stutz.

SUMMARY/DISCUSSION:

The Solano Resource Conservation District's Board of Directors consists of seven members with members serving four-year terms. The terms of four directors for the Solano Resource Conservation District ("District") expired on November 30, 2018. Directors with expiring terms are Darrell Hill, John Knowles, Joseph Martinez and Glenda Riddle. A director holds office until a qualified successor is appointed. (Public Resources Code section 9314(a).

Under Resolution No. 02-103 adopted by the Board of Directors of the District, individuals are appointed to serve on the District's Board of Directors by the Solano County Board of Supervisors in lieu of an election.

The District timely posted a Notice of Vacancy in accordance with the requirements of the Government Code. In response to the notice, Darrell Hill, John Knowles, Glenda Riddle, Terry Riddle and Kathleen Stutz submitted the attached applications. The District received no other applications.

Because the number of nominees exceeds the number of positions to be filled, the Board must select four appointments from the five applicants to serve on the Board of Directors of the District with terms to expire on November 25, 2022; and for completion of the resolution to appoint four of the individuals.

The Board's decision is based on the applications submitted and any additional information a member may

request or receive, either through interviews with the nominees, the current Directors or landowners within the District, or communications - verbal or written -- submitted in support of or in opposition to a nominee.

The District's remaining three Directors are Kurt Balasek, Paul Lum and Randi Thompson with terms to expire on November 27, 2020.

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget. The County incurs no cost in making these appointments.

ALTERNATIVES:

The Board of Supervisors could elect not to appoint four applicants to the Board of Directors of the District; however, this alternative is not recommended as the five applicants are the only qualified landowners or agents to submit applications. If the Board of Supervisors does not make a selection, current directors hold office until a qualified successor is appointed.

OTHER AGENCY INVOLVEMENT:

The District disseminated application packets and information on request. It also posted the Notice of Vacancy and forwarded the application materials to the Board of Supervisors.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

RESOLUTION NO. 2019 - _____

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS
TO APPOINT DIRECTORS TO THE SOLANO RESOURCE CONSERVATION DISTRICT**

Whereas, Resolution No. 02-103 of the Solano Resource Conservation District authorizes the Board of Supervisors to appoint individuals to fill expired terms on the Board of Directors of the Solano Resource Conservation District; and

Whereas, the terms of four directors expired on November 30, 2018; and

Whereas, the District duly posted a Notice of Vacancy to advise members of the public of the expired terms.

Resolved, the Solano County Board of Supervisors appoints the following individuals to fill the expired terms on the Board of Directors of the Solano Resource Conservation District for the following terms:

- | | |
|----------|---------------------------------|
| 1. _____ | Term expires: November 25, 2022 |
| 2. _____ | Term expires: November 25, 2022 |
| 3. _____ | Term expires: November 25, 2022 |
| 4. _____ | Term expires: November 25, 2022 |

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on January 8, 2019 by the following vote:

AYES: Supervisors _____

NOES: Supervisors _____

EXCUSED: Supervisors _____

_____, Chair
Solano County Board of Supervisors

Attest:

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Jeanette Neiger, Chief Deputy Clerk



December 19, 2018

Solano County Board of Supervisors
Attn: Jeanette Neiger
675 Texas Street
Suite 6500
Fairfield, CA 94533

RE: Solano Resource Conservation District Board of Director Appointments

The Solano Resource Conservation District (SRCD) respectfully requests that the Solano County Board of Supervisors review the enclosed applications to fill the **four** vacancies on the Solano RCD Board of Directors whose terms expired November 30, 2018. This request is in accordance with Solano RCD Resolution #02-103 which authorizes the Solano County Board of Supervisors to appoint SRCD Directors in lieu of an election. A *Notice of Vacancy* was posted according to Section 54974 of the Government Code at the SRCD office at 1170 N. Lincoln St., Dixon, California and on the Solano RCD website.

The Solano Resource Conservation District Board of Directors would like to thank the Solano County Board of Supervisors in advance for their time and consideration in this matter.

Sincerely,

Chris Rose
Solano RCD Executive Director

Enclosures:

Applications to serve as SRCD Directors from:

Darrell Hill	(Current Director)
John Knowles	(Current Director)
Glenda Riddle	(Current Director)
Terry Riddle	(Current Associate Director)
Kathleen Stutz	(Current Associate Director)





Solano Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655

APPLICATION TO SERVE AS DIRECTOR FOR THE SOLANO RCD

Name: Darrell Hill
Address: 7918 Herst Lane Dixon
Phone: [REDACTED] Email: [Signature]

1. Are you a registered voter of the state? Yes ☒ No ☐
Candidates for the office of RCD director *must* be registered voters in California.
2. Do you:
- A. Reside within the District, or Yes ☒ No ☐
- B. Own property in the District, or Yes ☒ No ☐
- C. Have two or more years of experience as an Associate Director of the RCD? Yes ☒ No ☐
(If no to "A" or "B", see item #3)
3. Are you a designated agent of a resident landowner within the district? Yes ☒ No ☐
(If yes, please attach a letter from the landowner stating that they are putting your nomination forward to serve as their representative on the SRCD Board of Directors. They should indicate why they believe you are qualified to serve in this position).

Name, address and phone number of landowner you represent as a designated agent:

Name: _____

Address: _____

Phone: _____

4. You must have nomination signatures of five Solano District Landowners.
(Please use the attached sheet-Page 3)

5. What is your interest in serving on the Board of Directors?

To Help The Land owners
and RCD to work together

6. Please provide some information related to your background in agriculture and/or natural resources.

I Have work with and around
Farmers + Land owners for
many years

7. What other skills do you think you can bring to the District?

get along with Farmers +
Land owners. Irrigation + Draining

8. Can you perceive any direct or in-direct conflicts of interest you may have serving on the Board?

No ☒

Yes _____ (Please explain)

(Example: No Director or other officer of the district shall be interested directly or indirectly in the sale of equipment, materials, or services to the district).

Signed: _____

Wannell Zhill

Date: 12-1-18

Thank you for your interest!

The Solano Resource Conservation District) and its partners prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) The Solano Resource Conservation District is an equal opportunity provider and employer.

Solano Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655

LANDOWNER NOMINATION SIGNATURES

1. Name: Ken Perry
Address: 5590 Dixon Ave W
Signature: [Signature] Date: 12-4-18
2. Name: Mike Barnett
Address: 7909 JAHN Rd Dixon CA.
Signature: [Signature] Date: 12-4-18
3. Name: Dominic Castelli
Address: 530 Mendocino Ct.
Signature: [Signature] Date: 12-4-18
4. Name: Tommy C. Heath
Address: 5289 Dixon Ave West
Signature: Tommy C Heath Date: 12.4.2018
5. Name: William Evarikoff
Address: 7910 Herst Lane Dixon
Signature: William Evarikoff Date: 12-4-18



Solano Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655

APPLICATION TO SERVE AS DIRECTOR FOR THE SOLANO RCD

Name: John H. Knowles
Address: 654 Sweet Bay Cir Vacaville, Ca 95687
Phone: [REDACTED] Email: [REDACTED]

1. Are you a registered voter of the state? Yes ☒ No ☐
Candidates for the office of RCD director *must* be registered voters in California.
2. Do you:
 - A. Reside within the District, or Yes ☒ No ☐
 - B. Own property in the District, or Yes ☐ No ☒
 - C. Have two or more years of experience as an Associate Director of the RCD? Yes ☒ No ☐
(If no to "A" or "B", see item #3)
3. Are you a designated agent of a resident landowner within the district? Yes ☒ No ☐
(If yes, please attach a letter from the landowner stating that they are putting your nomination forward to serve as their representative on the SRCD Board of Directors. They should indicate why they believe you are qualified to serve in this position).

Name, address and phone number of landowner you represent as a designated agent:

Name: Ethel Hoskins
Address: 8212 Pleasant Vly Rd Vacaville, Ca 95687
Phone: [REDACTED]

4. You must have nomination signatures of five Solano District Landowners.
(Please use the attached sheet-Page 3)

5. What is your interest in serving on the Board of Directors?

To do all I can to improve the natural world, and help preserve our outdoors

6. Please provide some information related to your background in agriculture and/or natural resources.

minor in geology, small cattle & walnut rancher.

7. What other skills do you think you can bring to the District?

Common sense, and a willingness to learn

8. Can you perceive any direct or in-direct conflicts of interest you may have serving on the Board?

No ☒

Yes _____ (Please explain)

(Example: No Director or other officer of the district shall be interested directly or indirectly in the sale of equipment, materials, or services to the district).

Signed:

John H. Kuwiler

Date:

12/12/18

Thank you for your interest!

The Solano Resource Conservation District) and its partners prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) The Solano Resource Conservation District is an equal opportunity provider and employer.

Solano Resource Conservation District

1170 N. Lincoln St. Suite 110

Dixon, CA 95620

(707) 678-1655

LANDOWNER NOMINATION SIGNATURES

1. Name: Randi Thompson
Address: 4450 Morse Ln Winters 95674
Signature: Randi Thompson Date: 12-12-18
2. Name: Kathleen Stutz
Address: 5327 Elmira Rd, Elmira CA 95625
Signature: Kathleen Stutz Date: 12-12-18
3. Name: Kurt Balasek
Address: 8797 Quail Canyon Rd
Signature: Kurt Balasek Date: 12-12-18
4. Name: Wanell Hill
Address: 7918 Herst Lane Dixon
Signature: Wanell Hill Date: 12-12-18
5. Name: Sally Negroni
Address: 7830 Sikes Road
Signature: Sally Negroni Date: 12-12-18



Solano Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655

APPLICATION TO SERVE AS DIRECTOR FOR THE SOLANO RCD

Name: Glenda Riold Date: 10-29-18
Address: 3479 Pleasants Trl Vacaville 95688-9793
Phone: [REDACTED] Email: [REDACTED]

1. Are you a registered voter of the state? Yes ☒ No ☐
Candidates for the office of RCD director *must* be registered voters in California.
2. Do you:
- A. Reside within the District, or Yes ☒ No ☐
B. Own property in the District, or Yes ☒ No ☐
C. Have two or more years of experience as an Associate Director of the RCD? Yes ☒ No ☐
(If no to "A" or "B", see item #3)
3. Are you a designated agent of a resident landowner within the district? Yes ☐ No ☒
(If yes, please attach a letter from the landowner stating that they are putting your nomination forward to serve as their representative on the SRCD Board of Directors. They should indicate why they believe you are qualified to serve in this position).

Name, address and phone number of landowner you represent as a designated agent:

Name: _____

Address: _____

Phone: _____

4. You must have nomination signatures of five Solano District Landowners.
(Please use the attached sheet-Page 3)

5. What is your interest in serving on the Board of Directors?

6. Please provide some information related to your background in agriculture and/or natural resources.

7. What other skills do you think you can bring to the District?

8. Can you perceive any direct or in-direct conflicts of interest you may have serving on the Board?

No ☒

Yes ☐ (Please explain)

(Example: No Director or other officer of the district shall be interested directly or indirectly in the sale of equipment, materials, or services to the district).

Signed: _____

[Signature]

Date: 10-29-18

Thank you for your interest!

The Solano Resource Conservation District) and its partners prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) The Solano Resource Conservation District is an equal opportunity provider and employer.

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Glenda
Road

LANDOWNER NOMINATION SIGNATURES

1. Name: Nancy L Martin
Address: _____
Signature: Nancy L Martin Date: 9/28/18
2. Name: Dennis Ferguson
Address: 5170 Moffat Rd, Vacaville
Signature: Dennis Ferguson Date: 9/25/18
3. Name: Fern Henry
Address: 3574 Cantelow Road
Signature: Fern Henry Date: 10/10/18
4. Name: Michel Monte
Address: 3477 Pleasant Trail
Signature: Michel Monte Date: 10-13-18
5. Name: Wade L. Moroney
Address: 4081 Central Lane Winters, Ca (Solano Co. side)
Signature: Wade L. Moroney Date: 10/17/18

Solano Resource Conservation District

1170 N. Lincoln St., Suite 110

Dixon, CA 95620

(707) 678-1655

LANDOWNER NOMINATION SIGNATURES

1. Name: Bill Spurlbeck
Address: 3574 Carafellow Rd. Vacaville CA
Signature: Bill Spurlbeck Date: 10-27-28
2. Name: _____
Address: _____
Signature: _____ Date: _____
3. Name: _____
Address: _____
Signature: _____ Date: _____
4. Name: _____
Address: _____
Signature: _____ Date: _____
5. Name: _____
Address: _____
Signature: _____ Date: _____

4. You must have nomination signatures of five Solano District Landowners.

See attached list.

5. What is your interest in serving on the Board of Directors?

As a current Director, I have a continuing interest in the financial aspect of the Board's funding. Since the SRCD receives a portion of its income/revenue from district property tax, we must be prudent in using citizens' "donations" (actually their "donations" are mandatory property tax payments). Funds should be used to grow the District's area of responsibility and to branch out into other areas beneficial to not only district residents, but also to others who may need assistance in the areas of the District's responsibility.

Continuing development of wildlife habitat, planting of hedgerows in agricultural areas, and encouraging and supporting the return of beneficial insects and song birds to rural areas, agricultural lands, and city residential areas is an important aspect of the SRCD's work.

Encouraging rural residents to be diligent in the use of pesticides, insecticides, herbicides, and fertilizers on their property is another way to keep our waterways clean for the next generation of both rural and city dwellers well into the future – clean water ways.

6. Please provide some information related to your background in agriculture and/or natural resources.

As a teenager, I lived on a farm which raised hogs and chickens, and had a dairy herd of Holstein cows. Additionally, we grew corn and alfalfa hay. Currently we raise purebred, registered sheep and sell eggs from our chicken flock. We supported our daughter with her FFA endeavors, and currently support our young grandson's interest in 4-H.

7. What other skills do you think you can bring to the District?

I believe in allowing the Executive Director to administer programs, hire staff with the knowledge, skills, and abilities needed to meet and complete program tasks, and to maintain a good relationship with business partners. I believe micro-managing a team will not lead to success, but I can observe issues and situations and offer constructive suggestions to further/enhance a program. I can provide knowledge-based information in reporting to meet writing standards. The Board, in general, is the over-site for the District staff and encourages partnering with other agencies for funding, assisting, and connecting for information and ideas, in the furtherance of the District's goals.



Solano Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
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APPLICATION TO SERVE AS DIRECTOR FOR THE SOLANO RCD

Name: TERRY RIDDLE Date: 12/3/18
Address: 3479 Pleasants Trail, Vacaville, CA 95688
Phone: [REDACTED] Email: [REDACTED]

1. Are you a registered voter of the state? Yes ☒ No ☐
Candidates for the office of RCD director *must* be registered voters in California.
2. Do you:
 - A. Reside within the District, or Yes ☒ No ☐
 - B. Own property in the District, or Yes ☒ No ☐
 - C. Have two or more years of experience as an Associate Director of the RCD? Yes ☒ No ☐
(If no to "A" or "B", see item #3)
3. Are you a designated agent of a resident landowner within the district? Yes ☐ No ☒
(If yes, please attach a letter from the landowner stating that they are putting your nomination forward to serve as their representative on the SRCD Board of Directors. They should indicate why they believe you are qualified to serve in this position).

Name, address and phone number of landowner you represent as a designated agent:

Name: _____

Address: _____

Phone: _____

4. **You must have nomination signatures of five Solano District Landowners.**
(Please use the attached sheet-Page 3)

5. **What is your interest in serving on the Board of Directors?**

See Attached

6. **Please provide some information related to your background in agriculture and/or natural resources.**

See Attached

7. **What other skills do you think you can bring to the District?**

See Attached

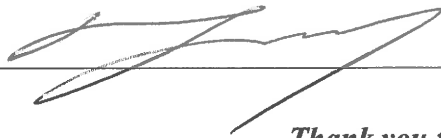
8. **Can you perceive any direct or in-direct conflicts of interest you may have serving on the Board?**

No X

Yes _____ (Please explain)

(Example: No Director or other officer of the district shall be interested directly or indirectly in the sale of equipment, materials, or services to the district).

Signed: _____



Date: _____

12/3/18

Thank you for your interest!

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Dixon, CA 95620
(707) 678-1655

LANDOWNER NOMINATION SIGNATURES

1. Name: Nancy Martin
Address: _____
Signature: Nancy L. Martin Date: 9/25/18
2. Name: Dennis Ferguson
Address: 5170 Maple Rd. Vacaville
Signature: Dennis Date: 9/25/18
3. Name: Fern Henry
Address: 3574 Cantelow Rd
Signature: Fern L. Henry Date: 10/10/18
4. Name: Michel Morin
Address: 3477 Pleasants Trail
Signature: [Signature] Date: 10-13-18
5. Name: Gale L. Moroney (Solano Co ind)
Address: 4081 Central Lane Winters, Ca.
Signature: Gale L. Moroney Date: 10/17/18

Solano Resource Conservation District

1170 N. Lincoln St., Suite 110

Dixon, CA 95620

(707) 678-1655

LANDOWNER NOMINATION SIGNATURES

6. Name: Bill Spurlock
Address: 3574 Cantelero Rd. Vacaville CA
Signature: Bill Spurlock Date: 10-27-2018

2. Name: _____
Address: _____
Signature: _____ Date: _____

3. Name: _____
Address: _____
Signature: _____ Date: _____

4. Name: _____
Address: _____
Signature: _____ Date: _____

5. Name: _____
Address: _____
Signature: _____ Date: _____

5. **What is your interest in serving on the Board of Directors?**

To further conservation activities on the land and water ways of Solano County. To educate and expose the youth in the county on how conservation practices will benefit them and subsequent generations.

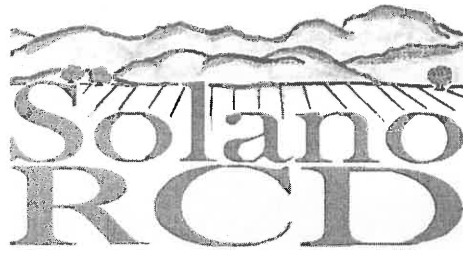
6. **Please provide some information related to your background in agriculture and/or natural resources.**

- a. My wife and I operate a small business raising sheep and chickens. We sell the wool and our sheep and eggs from the chickens.
- b. I am a Solano County Parks Commissioner. The Commission reviews planning and project work in the parks. We also solicit, review, and recommend grant requests for the Fish and Find Funds grants. The project must be beneficial to land, water, and animal habitat.
- c. I represent the SRCD and serve as Chair on the Solano County Water Agency's Flood Control Advisory Board. The Flood Control Advisory Board solicits, reviews, evaluates, and makes recommendations on flood control projects for the SCWA board.
- d. I serve on the Policy Committee for the SRCD. This committee reviews, makes changes as needed, updates, and clarifies all policies related to the managing and operation of the SRCD. The policies are then referred to the SRCD board for approval. All policies sent to the board to date have been approved.

7. **What other skills do you think you can bring to the District?**

I have served on commissions and boards for many years. I have also served on eight civil grand juries, and appointed, by the presiding judge, as Foreman three out of the last four years that I served.

Working with others on commissions, boards, and grand juries, has provided me the opportunity to develop investigative, problem resolution, and conflict avoidance skills. I think these skills will be valuable to the SRCD.



Solano Resource Conservation District

1170 N. Lincoln St. Suite 110
Dixon, CA 95620
(707) 678-1655

APPLICATION TO SERVE AS DIRECTOR FOR THE SOLANO RCD

Name: KATHLEEN G. STUTZ
Address: 5327 ELMIRA ROAD, ELMIRA, CA 95625
Phone: [REDACTED] Email: [REDACTED]

1. Are you a registered voter of the state? Yes ☒ No ☐
Candidates for the office of RCD director *must* be registered voters in California.
2. Do you:
 - A. Reside within the District, or Yes ☒ No ☐
 - B. Own property in the District, or Yes ☒ No ☐
 - C. Have two or more years of experience as an Associate Director of the RCD? Yes ☒ No ☐
(If no to "A" or "B", see item #3)
3. Are you a designated agent of a resident landowner within the district? Yes ☐ No ☒
(If yes, please attach a letter from the landowner stating that they are putting your nomination forward to serve as their representative on the SRCD Board of Directors. They should indicate why they believe you are qualified to serve in this position).

Name, address and phone number of landowner you represent as a designated agent:

Name: _____

Address: _____

Phone: _____

4. You must have nomination signatures of five Solano District Landowners.
(Please use the attached sheet-Page 3)

5. What is your interest in serving on the Board of Directors?

I HAVE BEEN AN ASSOCIATE DIRECTOR
OVER THE PAST FEW YEARS. I BELIEVE IN
THE MISSION OF THE DISTRICT AND THE WORK
THE STAFF HAS DONE IN CONSERVATION +
RESTORATION

6. Please provide some information related to your background in agriculture and/or natural resources.

I HAVE ALWAYS BEEN COGNIZANT
OF MY IMPACT IN PERSONAL REUSE, REDUCE,
+ RECYCLE. I DON'T HAVE MUCH LAND BUT
HAVE REMOVED LAWNS, REPLACING THEM W/
NATIVE PLANTS. I GARDEN ORGANICALLY.

7. What other skills do you think you can bring to the District?

I HAVE A MASTERS IN COUNSELING
PSYCHOLOGY AND A CERTIFICATE IN MEDITATION.
WHEN THERE IS CONFLICT OR A NEED FOR
A MORE HOLISTIC POINT OF VIEW, MY SKILLS
HAVE ASSISTED IN RESOLVING ISSUES

8. Can you perceive any direct or in-direct conflicts of interest you may have serving on the Board?

No ☒

Yes ☐ (Please explain)

(Example: No Director or other officer of the district shall be interested directly or indirectly in the sale of equipment, materials, or services to the district).

Signed: Kathleen Burns

Date: 12/12/18

Thank you for your interest!

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Dixon, CA 95620
(707) 678-1655

LANDOWNER NOMINATION SIGNATURES

1. Name: Nadine m Jeremy 5610 Holdener Rd
Address: PO Box 606 Elmira CA 95625
Signature: N Jeremy Date: 12/12/2018
2. Name: Lerlie Salkowitz- Montoya
5397 Vaca Station Rd.
Address: P.O. Box 6, Elmira, CA 95625
Signature: Lerlie Salkowitz Montoya Date: 12/12/2018
3. Name: Michele Dally
Address: PO Box 6055 B St Elmira, CA 95625
Signature: Michele Dally Date: 12/12/2018
4. Name: Stephanie Skillie
Address: 4073 California Pacific Rd., Elmira, CA. 95625
Signature: SK Date: 12/12/18
5. Name: Randi Thompson
Address: 4450 Morse Ln, Winters, Ca 95694
Signature: Randi Thompson Date: 12-12-18



Solano County

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

Agenda Submittal

Agenda #:	22	Status:	Regular Calendar
Type:	Miscellaneous	Department:	General Services
File #:	19-29	Contact:	Megan Greve, 784-7900
Agenda date:	01/08/2019	Final Action:	
Title:	Hold annual meeting of the Board of Directors for the Solano County Facilities Corporation; and Elect new officers for calendar year 2019		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Schedule of COPs		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Directors for the Solano County Facilities Corporation hold its mandatory annual meeting on January 8, 2019 and elect new officers for calendar year 2019 to reflect changes in personnel.

SUMMARY:

As established in the bylaws for the Solano County Facilities Corporation, the annual meeting date and the election of new officers occurs on the first Tuesday meeting of the Solano County Board of Supervisors held in January which is the same date that members of the Board of Supervisors assume/change office. Current authorized officers of the Facilities Corporation are: John Vasquez, President/CEO; Erin Hannigan Vice President; Monica Brown, Director; Jim P. Spering, Director; Skip Thomson, Director; Birgitta E. Corsello, Secretary; and Simona Padilla-Scholtens, Fiscal Officer. In addition, Dennis Bunting is designated as the Agent for Service of Process. Therefore, it is recommended that the Board of Directors for the Facilities Corporation hold its annual meeting and elect new officers for the positions of President, Vice President, Secretary and Fiscal Officer for calendar year 2019. Consistent with past practice, the President has been the newly appointed Chair of the Board of Supervisors, the Vice President has been the newly appointed Vice Chair of the Board of Supervisors, the Secretary has been the Clerk of the Board, and the Fiscal Officer has been the County Auditor-Controller.

FINANCIAL IMPACT:

There is no cost associated with the election of new officers.

There was no cost associated with the preparation of the Facilities Corporation's State of California Annual Report of Financial Transactions of Special Districts (form LGFA 80). The Corporation is no longer required to file annual income tax returns (IRS Form 990) since the IRS has identified the corporation as an

instrumentality of a state or political subdivision of a state and as such it is exempt from the filing requirements.

The cost of preparing this Board item is borne by the General Fund as part of the approved FY2018/19 budget for the General Services Department.

DISCUSSION:

The Solano County Facilities Corporation, a nonprofit corporation, was initially formed on June 8, 1994 to finance \$9,350,000 (1994 Certificates of Participation or COPs) for the purchase/remodel of Solano Park Health Facility and the adjacent 7.7 acres of property. The remodel of the facility was completed in late spring of 1998.

In December 1998, the Facilities Corporation financed \$7,935,000 (1998 COPs) for the acquisition of the Automated Courts Management System (ACMS) and the construction of the Courts Expansion Project. The ACMS purchase was completed in September 1999 and the Courts Expansion Project was completed in October 2000.

In May 1999, the Facilities Corporation financed \$31,710,000 (1999 COPS) for refunding of the 1994 COPs, the purchase a 4.89-acre parcel of land, the demolition of the Old County Hospital Site buildings, and the construction of a new Health & Social Services (H&SS) Headquarters Building. The demolition project included fifteen structures at the Old County Hospital Site that were demolished. The Notice of Completion for the new H&SS Headquarters Building was filed on December 10, 2003.

On May 22, 2001, the Board of Directors for the Facilities Corporation approved financing in the amount of \$21,285,000 (2001 Refunding COPs) to refund a prior issuance of the Solano County Building Corporation (the 1993 COPs) that had been used to fund the Solano County Justice Facility and Public Building Improvements Project. Proceeds from the financing were received on July 5, 2001 and the 1993 COPs were refunded on October 1, 2005.

In November 2002, the Corporation financed \$118,325,000 (2002 COPs) for construction of the new Government Center in downtown Fairfield (6-story office building, parking garage and Probation building), expansion of the County's Cogeneration Plant, remodel of the Fairfield Library, and a \$1,300,000 loan to the Vacaville Library District. The Notice of Completion for the Main Roof and Upper Exterior Wall Remodel of the Fairfield Library was filed on October 4, 2004. The Notice of Completion for the new Government Center project was filed on August 2, 2005 and the Notice of Completion for the Cogeneration Plant project was filed on December 12, 2006.

In February 2007, the 2002 COPs were refinanced due to lower interest rates. However, due to prepayment restrictions, the proceeds from the refinancing were held in an escrow account until the 2002 COPs call date of November 1, 2012. The call date materialized on November 1, 2012 and the County paid off the 2002 COPs.

In April 2013, the Facilities Corporation financed \$5,420,000 (2013 COPs) of which \$5,250,000 was for the development of the Animal Care Expansion Project and \$170,000 for the Animal Care Re-Roof Project at 2510 Claybank Road in Fairfield.

In September 2017, the 2007 COPs were refinanced in the amount of \$72,775,000 due to favorable interest rates and to achieve debt service savings. The 2007 COPs were paid off on November 1, 2017.

Please see Attachment A for a detailed summary of these actions.

The State of California Annual Report of Financial Transactions of Special Districts (form LGFA 80) for fiscal year ending June 30, 2018 will be filed by the January 31, 2019 deadline following the audit of the County financial statements.

Per the Facilities Corporation bylaws, the officers are the President, a Secretary and a Chief Financial Officer, along with any other subordinate officers the Board of Directors may desire to elect, which has historically included a Vice-President.

ALTERNATIVES:

The Board of Directors could choose to defer the election of new officers to another meeting date. This is not recommended since the January 8th meeting date allows the election of new officers for the Facilities Corporation to occur on the same date that new officers for the Board of Supervisors assume office.

OTHER AGENCY INVOLVEMENT:

The Auditor-Controller's Office provided information and County Counsel has been consulted in the development of this Board item.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION

Solano County
Schedule of Certificates of Participation

Description		Issue Date	Project	Properties Included	Amount	Redemption	Status	Balance as of 12/31/18	Maturity Date
1994 COP	94 COP		Acquisition of Solano Park Health Facility and adjacent lot for H&SSD		\$ 9,350,000.00		Defeased- refinanced in 1999		N/A
1998 COP	Court Exp/ACMS	Dec-98	Remodeling and modernization of various court facilities & acquisition of a case management system	Vallejo Justice Center, FF Hall of Justice	\$ 7,935,000.00		Fully redeemed in 2009		N/A
1999 COP	DSF-HSS Admin	Jun-99	Refinancing of 1994 COP and to fund for the construction of H&SSD Admin Building	H&SSD Admin Building	\$ 31,710,000.00		Defeased- refinanced in 2009		N/A
2001 COP	So Co Bldg Corp Debt Svc	Jun-01	Refinancing of 1993 COP- Construction of FF Justice Center, Animal Shelter and Cogen plant	Law & Justice Facility, Detention Facility, Hall of Justice, Agricultural Commissioner, Fleet Operations, Facilities Operations Bldg, General Services Admin	\$ 21,285,000.00		Fully redeemed in 2005		N/A
2002 COP	Gov't Center Financing	Nov-02	Construction of Solano County Government Center & Probation Facility; Improvement to Cogen and Library	County Administration Center, Probation Facility, Cogen & Library	\$ 118,325,000.00		Defeased - refinanced by 2007 COP		N/A
2007 COP	Refunding of 2002 COP	Jan-07	Refunded portion of the 2002 COP.	County Administration Center, Probation Facility, Cogen & Library	\$ 99,860,000.00		Defeased - Refinanced by 2017 COP		N/A
2009 COP	Refunding of 1999 COP	Nov-09	Refinancing of 1999 COP and to fund for the construction of H&SSD Admin Building	H&SSD Admin Building	\$ 16,745,000.00		Active	\$ 865,000.00	FY 2019/2020 Last payment is 11/15/2019
2013 COP	Animal Care Expansion Project	Apr-13	The Animal Care Expansion Project: install new pre-engineered kennel (12,500 square feet),renovation of the 2,600 sf (existing 13,000 sf Animal Shelter) Building.		\$ 5,420,000.00		Active	\$ 3,645,000.00	FY 2027/2028 Last payment 11/15/2027
2017 COP	Refunding of 2007 COP	Sep-17	Refunding of the 2007 COP.	County Administration Center, Probation Facility, Cogen & Library	\$ 72,775,000.00		Active	\$ 62,805,000.00	FY 2030/2031 Last payment 11/1/2030



Solano County

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

Agenda Submittal

Agenda #:	23	Status:	Regular Calendar
Type:	Miscellaneous	Department:	East Vallejo Fire Protection District
File #:	19-42	Contact:	Magen Yambao, 784-1969
Agenda date:	01/08/2019	Final Action:	
Title:	Confirm selection of President and Vice-President of the East Vallejo Fire Protection District's Board of Directors		
Governing body:	Board of Supervisors		
District:	All		
Attachments:			

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

It is recommended that the selection of President and Vice-President of the East Vallejo Fire Protection District's Board of Directors be confirmed.

SUMMARY/DISCUSSION:

County resolution number 2007-147 calls for the Board of Directors to select its President and Vice-President annually in conjunction with the selection of the Chair and Vice-Chair of the Solano County Board of Supervisors, with the individual selected to be Chair of the Board of Supervisors serving as the President of the District's Board of Directors and the individual selected to be Vice-Chair serving as Vice-President.

FINANCIAL IMPACT:

There is no cost to the District's general fund or any other fund associated with conducting this meeting. The Board of Supervisors receives no compensation for sitting as the Board of Directors of the East Vallejo Fire Protection District.

ALTERNATIVES:

The Board could choose not to establish its President and Vice-President at this time; however, this is not recommend as County resolution number 2007-147 establishes that on the first meeting of the Board of Supervisors of each January the District will meet for the purpose of selecting the President and Vice-President for that calendar year.

OTHER AGENCY INVOLVEMENT:

County Counsel concurs with the recommendation.



Solano County

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

Agenda Submittal

Agenda #:	24	Status:	Regular Calendar
Type:	Report	Department:	County Administrator
File #:	18-912	Contact:	James Bezek, 784-6112
Agenda date:	01/08/2019	Final Action:	
Title:	Receive a verbal update on the status of the Solano County Fair Governance Subcommittee comprised of Supervisors Monica Brown and Skip Thomson; and Consider the following recommendations from the subcommittee: 1) Allow the current Fair Management and Operations agreement to expire on January 31, 2020; 2) Direct staff to develop a transition plan for Management and Operations of the Fairgrounds; 3) Direct the establishment of a new management agreement with the Fair Association to only deliver an annual County Fair event; and 4) Affirm that the work and purpose of the Fair Governance Committee has concluded		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - Fair Governance Subcommittee Agendas, B - Fairgrounds Management Agreement, C - SCFA By-Laws Amended 2015, D - Fair Draft Business Plan, E - Fair Audit 2016-2017, F - Fair Audit Management Memo, G - SCFA Strategic Plan		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ____ No X
Public Hearing Required? Yes ____ No X

DEPARTMENTAL RECOMMENDATION:

The Fair Governance Subcommittee recommends that the Board of Supervisors:

1. Receive a verbal update on the status of the Solano County Fair Governance Subcommittee comprised of Supervisors Monica Brown and Skip Thomson;
2. Consider the following recommendations from the subcommittee:
 - a. Allow the current Fair Management and Operations agreement to expire on January 31, 2020;
 - b. Direct County Administrator's Office (CAO) and General Services staff to develop a transition plan for Management and Operations of the Fairgrounds;
 - c. Direct the establishment of a new management agreement with the Fair Association to only deliver an annual County Fair event; and
 - d. Affirm that the work and purpose of the Fair Governance Subcommittee has concluded.

SUMMARY/DISCUSSION:

At the February 6, 2018 Board of Supervisor's meeting, the Board appointed Supervisor Monica Brown and Supervisor Skip Thomson to the Fair Governance Subcommittee to meet with Directors of the Solano County Fair Association (SCFA) to address concerns raised by the SCFA; to discuss revisions, clarifications and modifications to the SCFA By-Laws and the Fairgrounds Management and Operations Agreement; and to report back to the Board of Supervisors on recommendations on how to proceed going forward with the Fair. The SCFA Board of Directors appointed Directors Carole Paterson, Norma Placido, Mike Coakley, Ray Simonds and Lee Williams to the Subcommittee. Directors Mike Coakley and Ray Simonds have resigned from the SCFA and no longer serve the Subcommittee. Director Norma Placido who replaced Mike Coakley on the Subcommittee is currently on a leave of absence.

The two Board members and two remaining Fair Directors, Carole Paterson and Lee Williams, have met five times (March 16, May 9, August 29, October 16 and December 3, 2018) since February 2018. The meetings have alternated between County and Fairground locations with each party presenting items for discussion and the Subcommittee working through items with the goal of presenting final recommendations to the Board of Supervisors. At the December 3, 2018 meeting, the new Fair Executive Director, Mike Ioakimedes, presented a preliminary business plan on behalf of the Fair Association that outlines a proposed new business model based on input generated as part of the 2018 Audit performed by the County Auditor's Office and input from the Fair Governance Subcommittee (See attachments and links). Mike Ioakimedes indicated that there are still more questions than answers, is still working on revenue and expenditure calculations by defined cost centers and is planning to bring forward the Fair's annual budget to the Board of Supervisors at the January 22, 2019 meeting. At the end of the meeting, Subcommittee members all agreed that this would be the last meeting.

CAO staff met with County Board Subcommittee members after the meeting to discuss what recommendations would be brought forward to the full Board. Supervisors Brown and Thomson agreed that their recommendations would be: to not provide an extension to the current Management and Operations Agreement allowing it to expire on January 31, 2020; to direct staff to develop a transition plan for the management and operations of the Fairground site; and that a new management agreement would be created for the Fair Association to only provide an annual County Fair. If the Fair Association cannot or does not want to deliver the annual County Fair, then the County will need to contract with another non-profit organization to deliver an annual County Fair. Supervisor Thomson indicated that the Fair Association could also deliver the annual Ag Day celebration at the Fairgrounds. Supervisor Brown indicated that an Ag Day would not need to be a required event provided by the County and the Fair Association.

General Services Department will be tasked with the maintenance of 80 +/- of the total 149 acres that is part of the Fairgrounds Demolition project scheduled for completion by the end of January 2019. The County will work with the Fair Association on a transition plan for maintenance of the rest of the site.

FINANCIAL IMPACT:

The Subcommittee utilizes staff from Fairgrounds Management (Fair) and staff from the County Administrator's Office (CAO) to assist with meetings and coordination of documents and all costs are covered within the existing operating budgets for the Fair and CAO. On November 6, 2018, the Board received the Audit Report of the Solano County Fair for the years ended December 31, 2017 & 2016.

ALTERNATIVES:

1. The Board could choose to not receive this status update but would miss an opportunity to receive information regarding progress achieved by the Fair Governance Subcommittee.
2. The Board can accept and approve some of the subcommittee recommendations.

OTHER AGENCY INVOLVEMENT:

County Counsel has provided input and guidance on the status and substance of the current By-Laws and Management and Operation Agreement for the Solano County Fairgrounds and could assist with modifications and revisions to the By-Laws and Management and Operations Agreement. A subcommittee of the Fair Association Board of Directors and fair management staff have participated with the County's subcommittee in five meetings throughout 2018 that involved discussions, presentations and exchanges of information regarding the fair management agreement.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION



SOLANO
COUNTY

675 Texas Street, Suite 6500
Fairfield, CA 94533-6342
(707) 784-6100
Fax (707) 784-7975

www.solanocounty.com

March 16, 2018

1:00PM

Solano County Fairgrounds, Directors' Room

Proposed Agenda for Collaborative Meeting with the Subcommittee of the Board of Supervisors (BOS) and Solano County Fair Association (SCFA) Board of Directors

BOS: Supervisors Skip Thomson and Monica Brown

SCFA: Directors Michael Coakley, Carole Paterson, Raymond Simonds, Lee Williams

1. Discuss opportunities to revise Solano County Fair Association By-Laws
 - a. Number of Directors
 - b. Term of Directors
 - c. Attendance Requirements
 - d. Fiscal, Operational Skill requirements
 - e. Criteria for replacement and reappointments by Board of Supervisors
 - f. Fundraising
 - g. Reporting Requirements/Methods for Directors in the future to more effectively communicate to Board of Supervisors
 - i. Proposal submitted by the California Fair Services Authority to provide Strategic Planning Services to the Board of Directors of the SCFA
 - ii. Ag Day
 - h. Next Steps



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May 9, 2018

2:00PM

Solano County Administration Center – Room 6003

Agenda for Collaborative Meeting with the Subcommittee of the Board of Supervisors (BOS) and Solano County Fair Association (SCFA) Board of Directors

BOS: Supervisors Skip Thomson and Monica Brown

SCFA: Directors Carole Paterson, Norma Placido, Raymond Simonds, Lee Williams

1. Discuss & Define Roles and Responsibilities for Joint Governance Subcommittee
 - a. County Supervisors
 - b. SCFA Directors
 - c. County Staff
 - d. SCFA Staff
2. General Discussion of Outcome Goals for Joint Governance Sub-committee
 - a. Update By-laws
 - b. Revise Management Agreement
 - c. Others
3. Report out from Fair Board on Discussion on Revisions to SCFA By-Laws
 - a. Number of Directors
 - b. Term of Directors
 - c. Attendance Requirements
 - d. Fiscal, Operational Skill requirements
 - e. Criteria for replacement and reappointments by Board of Supervisors
 - f. Fundraising
 - g. Reporting Requirements/Methods for Directors in the future to more effectively communicate to Board of Supervisors
4. Management Agreement
 - a. Discuss Roles & Responsibilities of both parties (County & SCFA)
 - b. Discuss Impacts of Facility Maintenance and Construction Projects
5. SCFA's Pre-Strategic Planning Fact Gathering Efforts
 - a. Involvement of Board of Supervisors
6. Next Steps



Wednesday, August 29, 2018 2:00 pm

Solano County Fairgrounds – Directors’ Room

Agenda for Collaborative Meeting with the Subcommittee of the Board of Supervisors (BoS) and Solano County Fair Association (SCFA) Board of Directors

BoS: Supervisors Skip Thomson and Monica Brown

SCFA: Directors Carole Paterson and Lee Williams

1. **Report from Fair Board on Strategic Planning Workshop**
 - a. Executive Summary of Pre-Planning Interviews
 - b. 2018 – 2019 Strategic Planning Workshop Report
 - c. 4 near-term goals
2. **Report from Fair Board on Discussion on Revisions to SCFA By-Laws**
 - a. Number of Directors
 - b. Term of Directors
 - c. Attendance Requirements
 - d. Fiscal, Operational Skill requirements
 - e. Criteria for replacement and reappointments by Board of Supervisors
 - f. Fundraising
 - g. Reporting Requirements/Methods for Directors in the future to more effectively communicate to Board of Supervisors
3. **Discussion of Management Agreement**
 - a. Roles & Responsibilities of both parties (County & SCFA)
 - b. Impacts of Facility Maintenance and Construction Projects
 - c. Process & Timeline for revision of existing agreement
4. **Discussion of Next Steps by all Parties**

Attachments:

A – Executive Summary of Pre-Planning Interviews

B – 2018 – 2019 Strategic Planning Workshop Report

C – Current SCFA By-Laws

D – Current Directors Committee Assignments

E – SCFA Board of Directors Status as of Mon 8/27/18

G – Draft Amended SCFA By-Laws

H – Current Management Agreement



SOLANO
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October 16, 2018

1:30 PM

Solano County Administration Center – Room 6003

Agenda for Collaborative Meeting with the Subcommittee of the Board of Supervisors (BOS) and Solano County Fair Association (SCFA) Board of Directors

BOS: Supervisors Skip Thomson and Monica Brown

SCFA: Directors Carole Paterson, Lee Williams

1. Report out from SCFA Governance Sub-Committee Directors on any outstanding items regarding SCFA By-Laws and County-SCFA Management/Operation Agreement since August 29, 2018 meeting
2. Report out from BOS Governance Sub-Committee Members regarding Fair Association appointment of Directors
3. Report out from BOS Governance Sub-Committee Members regarding Management/Operation Agreement
4. Next Steps

Previous Meetings:

August 29, 2018

May 9, 2018

March 16, 2018



SOLANO
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Fairfield, CA 94533-6342
(707) 784-6100
Fax (707) 784-7975

www.solanocounty.com

December 3, 2018

1:30 PM

Solano County Administration Center – Room 6003

Agenda for Collaborative Meeting with the Subcommittee of the Board of Supervisors (BOS) and Solano County Fair Association (SCFA) Board of Directors

BOS: Supervisors Skip Thomson and Monica Brown

SCFA: Directors Carole Paterson, Lee Williams

1. Receive a presentation from Fair Association/Fair Manager on proposed Fair Association Business Plan/transition management model by Mike Iokimedes
2. Discussion by Subcommittee members
3. Next Steps

Previous Meetings:

October 16, 2018

August 29, 2018

May 9, 2018

March 16, 2018

**AGREEMENT for the MANAGEMENT and OPERATION
of the SOLANO COUNTY FAIRGROUNDS**

This Agreement is made on Jan. 25, 2011 between County of Solano, a political subdivision of the State of California, ("County"), and Solano County Fair Association, a California non-profit corporation, ("SCFA").

RECITALS

A. County owns approximately 152 acres of real property and improvements located at the intersection of I-80 and Hwy. 37, and bounded by Fairgrounds Drive on the west and Coach Lane on the south (the "Fairgrounds Property").

B. County conducts an annual County Fair on the Fairgrounds Property.

C. SCFA is experienced in the business of operating and managing fairs and has operated the County Fair on behalf of the County since 1946.

D. County desires to engage the services of SCFA to manage and operate the Fair and maintain the Fairgrounds Property, and SCFA desires to provide such services on the following terms and conditions.

E. The parties agree that this Agreement is intended to supersede all prior agreements related to the responsibilities between the parties for the operation and maintenance of the Fairgrounds Property until such time as the Fairgrounds Property is further developed, or as otherwise modified by the Parties.

In consideration of the mutual covenants contained in this Agreement, the parties agree:

1. AGENCY

A. Appointment and Purpose.

SCFA will:

- i. Except as otherwise provided in this Agreement and pursuant to California Government Code §25906, act as the exclusive agent of County to operate the annual Solano County Fair ("Fair"), and use, manage and maintain the Fairgrounds Property.
- ii. Make improvements and take other steps necessary to generate additional revenue through the management and operation of the areas Fairgrounds Property not otherwise privately developed. However, the County Board of Supervisors must first approve by separate action any significant changes or improvements to the Fairgrounds Property which substantially change the current condition of the Fairgrounds Property or the SCFA's current operations.
- iii. Cooperate fully with the County at all times.

- iv. On or before March 31st and August 30th of each year of this Agreement, SCFA will submit a report detailing all activities pursuant to this Agreement. Upon the mutual agreement of the County Administrator and the SCFA, the report may be in the form of a presentation to the Board of Supervisors at a regular meeting, a meeting with the County Administrator or in the form of a written document submitted to the County Administrator.

B. Standards of Performance.

Subject to all State, Federal and local laws and regulations, SCFA will manage, operate and conduct the Fair and the areas of the Fairgrounds Property that are not otherwise privately developed to the end that the Fair and use of the Fairgrounds Property shall be in accordance with the highest and best standards for the County's benefit.

C. Articles of Incorporation and Bylaws.

SCFA's Articles of Incorporation and Bylaws are attached and incorporated into and made fully a part of this Agreement.

2. TERM AND TERMINATION

- A. The term shall commence February 1, 2011 and shall expire January 31, 2014.
- B. Either party may terminate this Agreement, at any time, with or without cause, upon 90 days written notice from one to the other.
- C. Concurrent with the annual approval of SCFA's budget, the parties agree to recommend to the Board of Supervisors that this Agreement be annually amended to extend the term for two additional one (1) year options.

3. FINANCIAL MANAGEMENT

A. ACCOUNTING/AUDIT

SCFA will:

- i. Establish and maintain a system of accounts for budgeted funds that complies with generally accepted accounting principles as required by County and/or the State of California, Department of Food and Agriculture, Division of Fairs and Exposition ("F&E").
- ii. Document all costs by maintaining complete and accurate records of all financial transactions associated with the operations of the Fair and the Fairgrounds Property, including but not limited to, invoices and other official documentation that sufficiently supports all charges made by SCFA.
- iii. Preserve all books, records and supporting documents as public records until destroyed according to the requirements of applicable law.
- iv. Timely submit an annual budget to the County for approval, and once approved by the County's Board of Supervisors, submit the budget to F&E, as required by law.
- v. Comply with all applicable laws in amending budgets after SCFA's budget is approved by F&E.

- vi. Operate within its budget and the General Manager shall take all appropriate actions to avoid an operating loss.
- vii. Monitor all aspects of all Agreements, including, but not limited to, Agreement compliance, performance and payment in accordance with the SCFA's procurement policy which has been approved by the County Administrator.
- viii. Submit to a biennial audit, performed by the County Auditor, no later than April 1st for the two preceding fiscal years. The audit will be submitted to the Board of Supervisors for approval. The first audit to be performed under this Agreement will be performed in the year 2012, covering years 2010 and 2011.

B. ASSET MANAGEMENT

SCFA will:

- i. Establish and adhere to a written fixed asset policy and procedure which shall be subject to review and approval by the County.
- ii. Establish and adhere to a written procurement policy subject to review and approval by the County.
- iii. Establish a reserve to provide for deferred and major maintenance.
- iv. Establish a replacement plan for major physical assets. No permanent capital improvement shall be made without prior County approval.

C. CONTRACTING

SCFA will:

- i. Delineate any expenditure contract exceeding \$50,000 (with the exception of arena entertainment contracts), in the annual budget submitted to the County for approval. Approval of the budget by the Board of Supervisors shall constitute specific approval for the SCFA to enter into the contracts so delineated.
- ii. Include an annual budget line item for arena entertainment which may be included in the budget as a lump sum.
- iii. With the exception of arena entertainment contracts, expenditure contracts exceeding \$50,000 which are not specifically delineated in the annual budget shall be subject to the approval of the Board of Supervisors in accordance with the County's Purchasing & Contracting Policy.
- iv. Negotiate and enter into revenue generating contracts (i.e., sponsorship agreements, facility license agreements) without the approval of the Board of Supervisors, regardless of dollar amount provided such contracts are consistent with the terms of this Agreement.

4. REVENUE PARTICIPATION AND FINANCIAL OBLIGATIONS

A. FAIRGROUND REVENUES

- i. SCFA will retain all moneys collected from the management and operation of the annual Solano County Fair and the Fairgrounds Property.

- ii. County shall remit all revenues from any ground leases on the Fairgrounds Property that are in effect as of the date of this Agreement, or any new leases which renew, replace or modify any existing leases, to the SCFA within thirty days of receipt of lease payment.
- iii. County shall remit all revenue from the existing ground leases for the site where the existing Courtyard by Marriott is located, and for the site currently leased by Mattina Enterprises, where the existing Chevron gas station, Carl's Jr. and Baskin Robbins is located to the SCFA within thirty days of receipt of the lease payment.
- iv. Distribution of any revenue from leases executed after the date of execution of this Agreement that do not renew, replace or modify any lease existing as of the date of execution of this Agreement will be determined at the time the new lease is executed.

B. .33 REVENUES

- i. Pursuant to Bus. & Prof. Code section 19605.7(d) and 19610.4, Solano County receives .33 revenues in connection with satellite wagering operations (".33 monies").
- ii. The Parties agree that the .33 monies received by County will be used to offset costs for County services provided to SCFA.
- iii. To the extent that there is an excess of .33 monies after accounting for County services, the parties agree that County may sweep the excess monies into the General Fund
- iv. To the extent that the costs of County services provided to the SCFA exceed the amount of .33 funds, the SCFA will be obligated to pay for those services at the current rate as set forth elsewhere in this Agreement.
- v. In order to facilitate Fair's effective management of its resources, County will submit to SCFA on a quarterly basis a detailed accounting of .33 monies received by the County and County services charged against .33 monies. Quarterly statements may be submitted individually by each department. The last quarterly statement must be submitted prior to the time the Auditor closes the books for the fiscal year to allow for their payment from any excess .33 funds.

C. COUNTY PENSION OBLIGATION BONDS

- i. Due to SCFA's participation in the County's Miscellaneous Retirement Plan with the Public Employment Retirement System ("CalPERS"), SCFA is obligated to pay its share of the County-issued Series 2004 Pension Obligation Bonds (POBs), which prepaid the parties' obligations under the contract with CalPERS for the County's Unfunded Accrued Actuarial Liability (UAAL) as of June 30, 2002 and June 30, 2004, respectively. The Fair's annual obligation of the Series 2004 and Series 2005 POBs will continue to be 0.6307% and 0.4887%, respectively of the scheduled principal and interest. The County's Pension Advisory Committee will set the POB rates annually.
- ii. Each pay period, the SCFA will remit its share of the POB liability by applying the POB rate as determined by the County's Pension Advisory Committee to its PERS wages. The County will allocate the SCFA's biweekly payment between principal

and interest in accordance with the original debt amortization schedules of the 2004 & 2005 POBs. Any amounts remitted over the SCFA's applicable share shall be applied to the principal balance. Any amounts remitted under the SCFA's applicable share shall be applied first to interest.

- iii. SCFA will continue to pay its share until the maturity of the POBs scheduled to be redeemed by June 30, 2024 and June 30, 2025. The County will absolve any residual balance remaining at the end of the twenty-year term.
- iv. If the County plans to issue any additional POBs, the County shall notify the SCFA at least sixty (60) days in advance of such issuance and inform it of the financial impact of such decision. The amount of the POBs allocated to the SCFA will be based on the SCFA's covered payroll as a percent of the County's covered payroll as of the date of the actuarial valuation. The amortization period will coincide with the new POB term.

5. SECURITY

A. GENERAL PURPOSE

The parties agree that the Solano County Sheriff ("Sheriff"), in cooperation with the Vallejo Police Department, is responsible for the enforcement of all applicable laws on the Fairgrounds Property. SCFA and Sheriff will work jointly to establish a plan ("Plan") for a law enforcement presence during the annual Solano County Fair, including the number of officers to be present on the grounds, the dates and times for the presence of officers, and the expected duties of officers. The Plan will be completed on an annual basis and shall be reduced to writing no later than thirty (30) days prior to the commencement of the annual Solano County Fair.

B. RESPONSIBILITIES OF SHERIFF

Sheriff will:

- i. Establish and maintain a strong law enforcement presence, and provide law enforcement services during the annual Solano County Fair in accordance with the Plan.
- ii. Provide additional law enforcement services at interim events on the Fairgrounds Property, as needed.

C. RESPONSIBILITIES OF SCFA

SCFA will provide unimpeded access to the Fairgrounds Property for law enforcement officers performing patrol and/or law enforcement services on a year round basis and shall cooperate with Sheriff to facilitate law enforcement services on the Fairgrounds Property.

D. COMPENSATION

- i. Compensation for law enforcement services during the annual Solano County Fair shall be at the overtime rate set forth in the current Deputy Sheriff's Association contract for the year in which services are performed, for each officer working overtime at the Solano County Fair.
- ii. Compensation for law enforcement services at interim events shall be at the

overtime rate set for in the Deputy Sheriffs Association contract in existence at the time of the interim event at which services are performed. The compensation shall be paid by the lessor of the Solano County Fairgrounds requiring law enforcement services.

- iii. Sheriff will provide SCFA with the current Deputy Sheriff's Association contract rates no later than sixty (60) days before the opening of the annual Solano County Fair to be incorporated into the Plan.
- iv. Any revisions to the Fair Plan shall be in writing and signed by the General Manager of the SCFA and a designated representative of the Sheriff's Office.
- v. SCFA will pay for Sheriff's services via check or, if paid with available .33 money, by journal voucher entry within 60 days of receipt of an invoice.

6. LEGAL SERVICES

A. SERVICES PROVIDED

Unless otherwise approved by County, SCFA will be provided legal services by the County Counsel's office.

B. COMPENSATION

Legal services will be charged at the rate approved by the County Board of Supervisors, which as of the date of execution of this Agreement is \$145 per hour. County will notify SCFA thirty (30) days before the effective date of any change in the hourly rate not set forth in this Agreement. Fees for services will be charged against .33 monies.

C. ACCOUNTING

County Counsel will provide SCFA with a quarterly statement detailing the services provided and hours expended by its attorneys in providing services to SCFA.

7. HUMAN RESOURCES SERVICES

A. SERVICES TO BE PROVIDED

It is understood and agreed that SCFA employees are included on the County's standard dental and vision plans. Human Resources will provide management and staff support as necessary to the inclusion of SCFA's employees in these plans.

B. COMPENSATION

SCFA will compensate Human Resources according to the rate established pursuant to the County cost plan charged to all other internal departments and paid out of .33 monies.

8. REAL ESTATE SERVICES

A. SERVICES TO BE PROVIDED

County's Department of General Services, Real Estate Services will administer all current ground leases of the Fairgrounds Property between County and any tenant. Real Estate Services will receive all lease payments and transfer revenues via journal

voucher entry into SCFA's account. Real Estate Services will be responsible for enforcing compliance with lease terms, up to and including the initiation of any litigation necessary to achieve tenant compliance with lease terms.

B. COMPENSATION

SCFA will compensate the Department of General Services, Real Estate Services according to the rate established pursuant to the County cost plan charged to all other internal departments and paid out of .33 monies.

9. AUDITOR/CONTROLLER SERVICES

A. SERVICES TO BE PROVIDED

The Auditor/Controller will provide the following services:

- 1. Audit** – Audit will be performed on a biennial basis, beginning in 2012 for the years 2010 and 2011.
- 2. General Accounting** – The Controller will:
 - (1) Process general accounting transactions to the Integrated Fund Accounting System;
 - (2) PERS and Pension Obligation Bond collection and accounting;
 - (3) Accounting of .33 money, preparing journal for services provided by other county departments, monitoring and tracking of the fund;
 - (4) Compilation of budget data for Countywide Budget;
 - (5) Compilation of Audited financial data for CAFR;
 - (6) General oversight and review.

B. COMPENSATION

- 1. Audit** -- The cost of the audits will be agreed upon between the Auditor and the SCFA in advance of the audit based upon the estimate of staff hours needed to complete the audits and the Auditor's hourly rate established pursuant to the County cost plan charged to all other internal departments and paid out of .33 monies.
- 2. General Accounting** – General Accounting services will be charged at the rate established pursuant to the County cost plan charged to all other internal departments and paid out of .33 monies.

10. OTHER SERVICES

At its option, SCFA may elect to use other County services, including but not limited to, Fleet Services, Reprographics, Architectural Services and any other service that the County provides to County Departments. SCFA will be charged at the established rate charged to other County Departments, with payment to be charged against .33 monies.

11. LEASE OR REDEVELOPMENT PLANNING OF FAIRGROUNDS PROPERTY

County will consult with the SCFA regarding any potential lease or redevelopment of Fairgrounds Property that will materially affect SCFA's operations, revenue streams, or use of the Fairgrounds Property.

12. INSURANCE

A. Without limiting SCFA's obligation to indemnify County, SCFA must procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work under this Agreement and the results of that work by SCFA, SCFA's agents, representatives, employees or subcontractors.

B. Minimum Scope of Insurance

Coverage must be at least as broad as:

- 1) Insurance Services Office Commercial General Liability coverage (occurrence Form CG 00 01).
- 2) Insurance Services Office Form Number CA 00 01 covering Automobile Liability, code 1 (any auto).
- 3) Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

C. Minimum Limits of Insurance

SCFA must maintain limits no less than:

(1) General Liability: (Including operations, products and completed operations.)	\$5,000,000	per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
(2) Automobile Liability:	\$1,000,000	per accident for bodily injury and property damage.
(3) Workers' Compensation:	As required by the State of California.	
(4) Employer's Liability:	\$1,000,000	per accident for bodily injury or disease.

D. If SCFA maintains higher limits than the minimums shown above, County is entitled to coverage for the higher limits maintained by SCFA.

E. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by County. At the option of County, either:

- 1) The insurer will reduce or eliminate such deductibles or self-insured retentions with respect to County, its officers, officials, agents, employees and volunteers; or

- 2) SCFA must provide a financial guarantee satisfactory to County guaranteeing payment of losses and related investigations, claim administration and defense expenses.

F. Other Insurance Provisions

The general liability and automobile liability policies must contain, or be endorsed to contain, the following provisions:

- 1) The County of Solano, its officers, officials, agents, employees, and volunteers must be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of SCFA; and with respect to liability arising out of work or operations performed by or on behalf of SCFA including materials, parts or equipment furnished in connection with such work or operations. General Liability coverage shall be provided in the form of an Additional Insured endorsement (CG 20 10 11 85 or equivalent) to SCFA's insurance policy, or as a separate owner's policy.
- 2) For any claims related to work performed under this Agreement, SCFA's insurance coverage must be primary insurance with respect to the County of Solano, its officers, officials, agents, employees, and volunteers. Any insurance or self-insurance maintained by County, its officers, officials, agents, employees, or volunteers is excess of SCFA's insurance and shall not contribute to it.
- 3) Each insurance policy required by this clause must be endorsed to state that coverage may not be canceled by SCFA, except after 30 days prior written notice has been provided to County.

G. Waiver of Subrogation

- 1) SCFA agrees to waive subrogation which any insurer of SCFA may acquire from SCFA by virtue of the payment of any loss. SCFA agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.
- 2) The Workers' Compensation policy must be endorsed with a waiver of subrogation in favor of County for all work performed by SCFA, its employees, agents and subcontractors.

H. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII unless otherwise acceptable to County.

I. Verification of Coverage

- 1) SCFA must furnish County with original certificates and endorsements effecting coverage required by this Agreement.
- 2) The endorsements should be on forms provided by County or, if on other than County's forms, must conform to County's requirements and be acceptable to County.
- 3) County must receive and approve all certificates and endorsements before work commences.
- 4) However, failure to do so shall not operate as a waiver of these insurance requirements.

- 5) County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

13. INDEMNIFICATION

A. SCFA will indemnify, hold harmless and assume the defense of, the County, its officers, employees, agents and elective and appointive boards from all claims, losses, damages, including property damages, personal injury, death and liability of every kind, directly or indirectly arising from SCFA's performance of this Agreement or from any persons directly or indirectly employed by, or acting as agent for, SCFA, excepting the sole negligence or willful misconduct of the County.

B. County will indemnify, hold harmless and assume the defense of, the SCFA, its officers, employees, agents and elective and appointive boards from all claims, losses, damages, including property damages, personal injury, death and liability of every kind, directly or indirectly arising from County's performance of this Agreement or from any persons directly or indirectly employed by, or acting as agent for, County, excepting the sole negligence or willful misconduct of the SCFA.

C. Acceptance of insurance required by this Agreement does not relieve SCFA from liability under this indemnification clause. This indemnification clause shall apply to all damages or a claim for damages suffered by SCFA's operations regardless if any insurance is applicable or not.

14. GENERAL PROVISIONS

A. COMPLIANCE WITH LAW

SCFA will comply with all federal, state and local laws and regulations applicable to SCFA's performance, including, but not limited to, licensing, employment and purchasing practices, wages, hours and conditions of employment.

B. CONFLICT OF INTEREST

SCFA will ensure that SCFA's employees and/or their immediate families and/or Board of Directors and/or officers have no interest, including, but not limited to, other projects or independent contracts, and shall not acquire any interest, direct or indirect, including separate contracts for the work to be performed hereunder, which conflicts with the Solano County Fair or management of the fairgrounds. SCFA will employ or retain no such person while rendering services under this Agreement.

C. DRUG FREE WORKPLACE

SCFA warrants that SCFA is knowledgeable of Government Code section 8350 et seq., regarding a drug free workplace and will abide by and implement its statutory requirements.

D. HEALTH AND SAFETY STANDARDS

SCFA will abide by all health and safety standards set forth by the State of California and/or the County pursuant to the Injury and Illness Prevention Program. SCFA will abide by all health and safety standards set forth by the State of California and/or the County pursuant to the Injury and Illness Prevention Program. If applicable, SCFA will receive all health and safety

information and training.

E. INSPECTION

Authorized representatives of County, the state and/or the federal government may inspect and/or audit SCFA's performance, place of business and/or records pertaining to this Agreement.

F. NONDISCRIMINATION

- 1) In rendering services under this Agreement, SCFA will comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.
- 2) Further, SCFA will not discriminate against its employees in those areas which include, but are not limited to, employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

G. NOTICE

Any notice necessary to the performance of this Agreement shall be given in writing by personal delivery or by prepaid first-class mail addressed as follows:

COUNTY
County Administrator
Solano County
675 Texas St., Ste. 6500
Fairfield, CA 94533

CONTRACTOR
General Manager
Solano County Fair Association
900 Fairgrounds Drive
Vallejo, CA 94589

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.

H. CHANGES AND AMENDMENTS

This agreement may not be modified unless such modification is in writing and signed by both parties to this agreement.

I. CHOICE OF LAW

The parties have executed and delivered this Agreement in the County of Solano, State of California. The laws of the State of California shall govern the validity, enforceability or interpretation of this Agreement. Solano County shall be the venue for any action or proceeding, in law or equity that may be brought in connection with this Agreement.

J. WAIVER


Any failure of a party to assert any right under this Agreement shall not constitute a waiver or a termination of that right, under this Agreement or any provision of this Agreement.

K. ENTIRE AGREEMENT

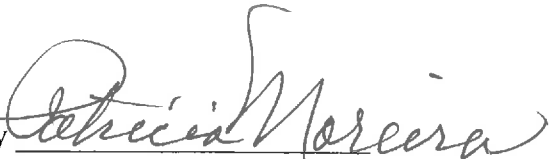
This Agreement, including any exhibits referenced, constitutes the entire agreement between the parties and there are no inducements, promises, terms, conditions or obligations made or entered into by County or SCFA other than those contained into this Agreement. This Agreement supersedes all prior Agreements or agreements, verbal or written, between the

parties.

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

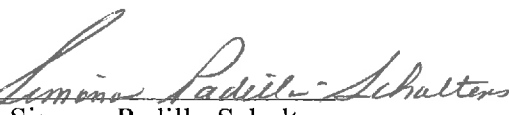
By 
Michael D. Johnson
County Administrator

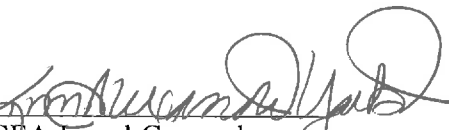
SOLANO COUNTY FAIR ASSOCIATION

By 
Patricia Moreira, President
Solano County Fair Association
Board of Directors


APPROVED AS TO CONTENT

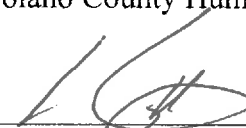
APPROVED AS TO FORM

By 
Simona Padilla-Scholtens
Solano County Auditor-Controller

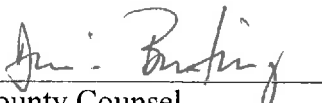
By 
SCFA Legal Counsel

By 
Gary Stanton
Solano County Sheriff-Coroner

By 
Don Turko
Solano County Human Resources

By 
Kevin O'Rourke, Interim Director
Solano County General Services

APPROVED AS TO FORM

By 
County Counsel



AGENDA SUBMITTAL TO SOLANO COUNTY BOARD OF SUPERVISORS

ITEM TITLE Approve a three-year contract with two annual one-year extensions with the Solano County Fair Association for management and operation of the Solano County Fairgrounds; and Authorize the County Administrator to sign the contract and any amendments		BOARD MEETING DATE January 25, 2011	AGENDA NUMBER 5
Dept: Contact: Extension:	County Administrator's Office Stephen Pierce 784-6122	Supervisory District Number ALL	
Published Notice Required?		Yes _____	No <u> X </u>
Public Hearing Required?		Yes _____	No <u> X </u>

DEPARTMENTAL RECOMMENDATION:

The County Administrator's Office recommends the Board approve a three-year contract with two annual one-year extensions with the Solano County Fair Association for management and operation of the Solano County Fairgrounds and authorize the County Administrator to sign the contract and amendments.

SUMMARY:

Since 1946, the County has been contracting with the Solano County Fair Association (SCFA) for the management and operation of the Solano County Fair. The current agreement expires January 27, 2012. The current contract was originally entered into in January 2004 as a five-year contract with annual one-year extensions to make a rolling five-year contract. The annual renewal has not been executed since 2007.

The proposed contract is for a new three-year agreement with two one-year extensions, and enables the SCFA to enter into new contracts for facility use and services on the fairgrounds. At the same time, the County can move forward on long-term plans for the fairgrounds property and the Fair of the Future (Solano 360).

FINANCING:

There is no direct financial impact to the County if the contract is approved; however, the SCFA will be able to enter into long-term agreements (in excess of 12 months) to generate additional annual income. Revenue generated from existing leases on the fairgrounds property are forwarded to SCFA. The SCFA will compensate the County for services provided by the various County departments according to the rates established under the County Cost Allocation Plan.

DISCUSSION:

California Government Code section 25906 allows the Board of Supervisors to contract with a nonprofit corporation to conduct an agricultural fair in the county. This section gives the Board discretion to determine the specific terms of the contract as well as the contract period.

The changes to the contract between the Solano County Fair Association and the Board of Supervisors include changes in the term of the contract and the incorporation of language from various separate agreements between the SCFA and County departments. In addition, clarifying language has been incorporated regarding financial responsibilities and the use of .33 revenues from satellite wagering.

Prior to the current contract, the agreement between the two entities has ranged from three to five years with options for extensions. The term of this agreement, if approved, is for three years (February 1, 2011 to January 31, 2014) with the option for two one-year extensions.

In September 2008, the County began efforts to revitalize the fairgrounds property and approved a vision for the 152-acre property in June 2009 known as Solano360 Vision. This agreement enables the SCFA to maintain day-to-day operations of the fairgrounds while retaining flexibility for the County to move forward on long-term plans for the potential redevelopment of the fairgrounds property and the Fair of the Future.

ALTERNATIVES:

The Board could choose not to approve the new Management Agreement with SCFA or it could request modifications to the terms. This action is not recommended because the terms of the Agreement have been negotiated by all affected departments.

OTHER AGENCY INVOLVEMENT:

County Counsel assisted with the negotiation of the Agreement. The Auditor-Controller, Director of General Services, Director of Human Resources, and Sheriff have reviewed the Agreement and have approved it as to content.

DEPARTMENT HEAD SIGNATURE:

By 
Michael D. Johnson,
County Administrator

Attachment A: Agreement for the Management and Operations of the Solano County Fairgrounds

**SECOND AMENDMENT TO AGREEMENT for the MANAGEMENT
and OPERATION of the SOLANO COUNTY FAIRGROUNDS**

This Second Amendment ("Second Amendment") is entered into as of Feb. 10, 2015, between the COUNTY OF SOLANO, a political subdivision of the State of California ("County") and the SOLANO COUNTY FAIR ASSOCIATION, a California non-profit corporation ("SCFA").

1. Recitals

- A. The parties entered into an agreement dated January 25, 2011 (the "Agreement"), for SCFA to manage and operate the Fair and maintain the Fairgrounds Property. The Agreement was amended on January 31, 2014 to extend the term through January 1, 2016.
- B. The parties now desire to amend the Agreement a second time to modify certain terms.
- C. The parties agree to amend the Agreement as set forth below.

2. Agreement

- A. Section 2 is deleted in its entirety and replaced with:

2. TERM AND TERMINATION

- a. The term shall commence February 1, 2011 and shall expire January 31, 2018.
 - b. Either party may terminate this Agreement, at any time, with or without cause, upon 90 days written notice from one to the other.
 - c. Concurrent with the annual approval of SCFA's budget, this Agreement may be annually extended by an affirmative vote of the Board of Supervisors in additional one (1) year increments.
- B. Section 3C, subparagraph iv is deleted in its entirety and replaced with:
 - iv. Negotiate and enter into revenue generating contracts (e.g., sponsorship agreements, facility lease agreements) without the approval of the Board of Supervisors, regardless of dollar amount provided such contracts are consistent with the terms of this Agreement. In circumstances where the term of the revenue generating contract exceeds the remaining term of this Agreement, the SCFA may enter into such contracts with the concurrence of the County Administrator.
 - C. Section 4B, subparagraph iii is deleted in its entirety and replaced with:
 - iii. To the extent that there is an excess of .33 monies after accounting for County services, the parties agree any remaining excess monies will be retained by SCFA and deposited into the reserve account for major maintenance/capital deferrals.

D. Section 11 is deleted in its entirety and replaced with:

11. LEASE OR REDEVELOPMENT PLANNING OF FAIRGROUNDS PROPERTY

- A. Both SCFA and County understand that there is the possibility that the Solano 360 Project (development of the Fairgrounds site) will commence during the course of this Agreement. In the event that the construction of such project interferes with SCFA's use of the Fairgrounds Property, County will consult with the SCFA regarding any potential lease or redevelopment of Fairgrounds Property that will affect SCFA's operations, revenue streams, or use of the Fairgrounds Property.
- B. County agrees to provide SCFA with not less than 210 days' notice prior to the commencement of any construction in the private purpose areas, as designated in the attached Site Plan.
- C. County further agrees to require any third party's use of private purpose areas be coordinated with SCFA's use of the public purpose areas, as designated in the attached Site Plan, particularly as such use may impact circulation, signage, and any activities during the annual Fair.
- D. County agrees to require the replacement of signage from all third-parties that becomes necessary as a result of construction in the private purpose areas as designated in the Site Plan.

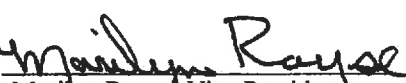
3. Effectiveness of Agreement

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

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

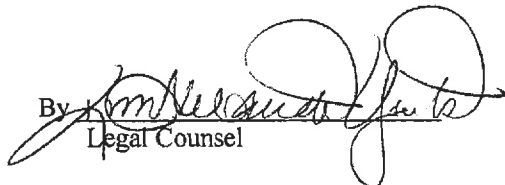
Solano County Fair Association

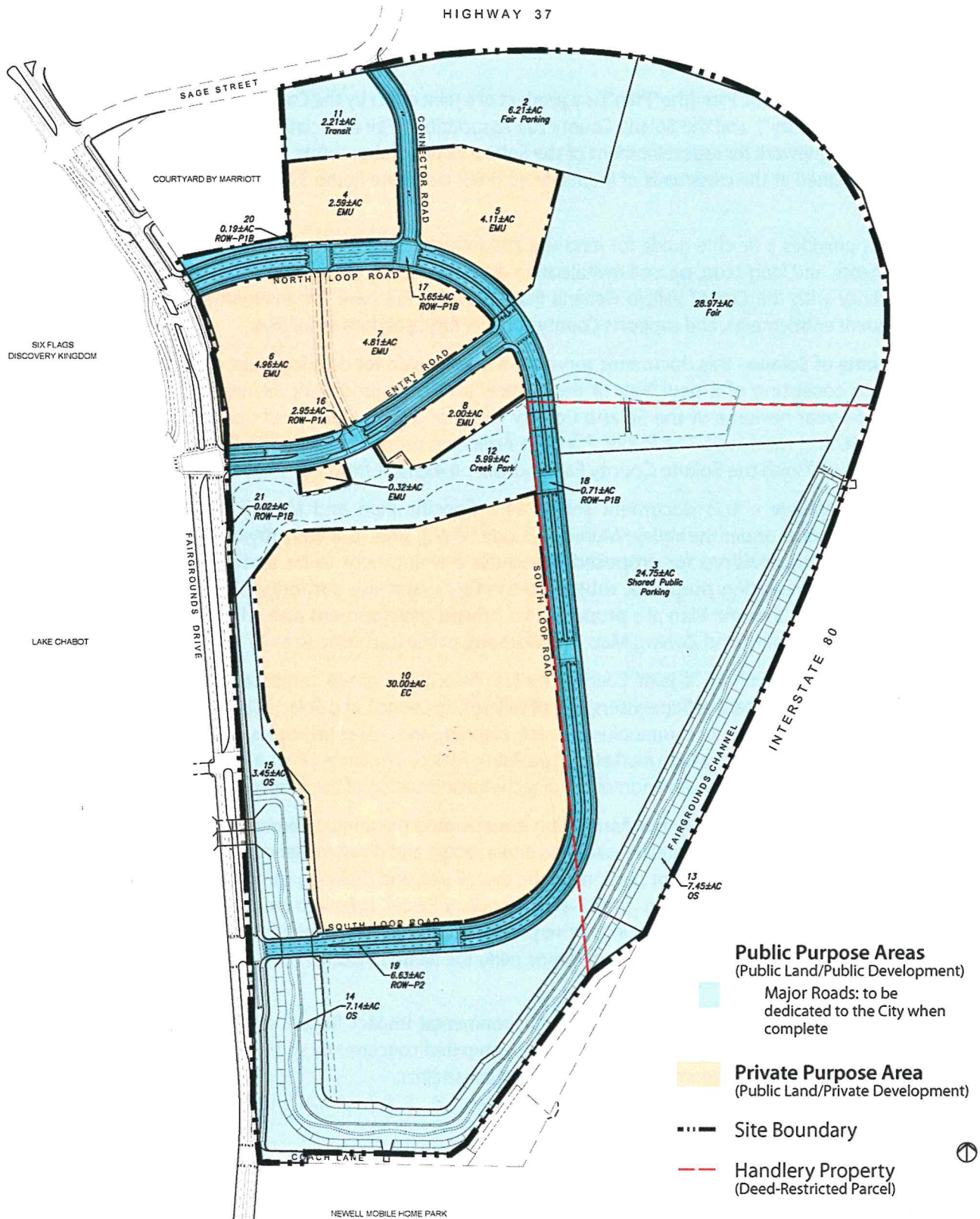
By 
Birgitta E. Corsello, County Administrator

By 
Marilyn Royse, Vice President

APPROVED AS TO FORM

By 
County Counsel

By 
Legal Counsel



Public & Private Purpose Areas



Solano County

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

Meeting Minutes - Action Only Board of Supervisors

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

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

Linda J. Seifert (Dist. 2)
(707) 784-3031

James P. Spering (Dist. 3)
(707) 784-6136

Skip Thomson (Dist. 5)
(707) 784-6130

Tuesday, November 24, 2015

8:30 AM

Board of Supervisors Chambers

23 **[15-1106](#)**

Consider approving the Solano County Fair Association's CY2016 budget totaling \$2,833,883, including capital expenses; Approving the extension of the term of the Agreement for the Management and Operation of the Solano County Fairgrounds to expire January 31, 2019; Authorizing the SCFA to pursue federal and state grant and other revenues and delegating to the County Administrator approval of associated applications

On motion of Supervisor Seifert, seconded by Supervisor Vasquez, the Board approved the Solano County Fair Association's CY2016 budget totaling \$2,833,883, including capital expenses; Approved the extension of the term of the Agreement for the Management and Operation of the Solano County Fairgrounds to expire January 31, 2019; Authorized the SCFA to pursue federal and state grant and other revenues and delegated to the County Administrator approval of associated applications. So ordered by 5-0 vote.



Solano County

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

Meeting Minutes - Action Only Board of Supervisors

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

Linda J. Seifert (Dist. 2), Vice-Chair
(707) 784-3031

James P. Spering (Dist. 3)
(707) 784-6136

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

Skip Thomson (Dist. 5)
(707) 784-6130

Tuesday, November 1, 2016

8:30 AM

Board of Supervisors Chambers

AMENDED AGENDA

- 11 [16-842](#) Consider approving an increase of \$116,620 in the Solano County Fair Association's (SCFA) CY2016 Adopted Budget, for a total of \$2,979,650; Approving the SCFA's CY2017 budget totaling \$2,992,373, including capital expenses; Approving the extension of the term of the Agreement for the Management and Operation of the Solano County Fairgrounds to expire January 31, 2020; and Authorizing the SCFA to pursue federal and state grant and other revenues and delegating to the County Administrator approval of associated applications

On motion of Supervisor Seifert, seconded by Supervisor Thomson, the Board approved an increase of \$116,620 in the Solano County Fair Association's (SCFA) CY2016 Adopted Budget, for a total of \$2,979,650; Approved the SCFA's CY2017 budget totaling \$2,992,373, including capital expenses; Approved the extension of the term of the Agreement for the Management and Operation of the Solano County Fairgrounds to expire January 31, 2020; and Authorized the SCFA to pursue federal and state grant and other revenues and delegated to the County Administrator approval of associated applications. So ordered by 5-0 vote.

Solano County Fair Association By-Laws

Amended February 11, 2015

Article I

Section 1 – Name: The name of this Association is the name established by law, to wit: Solano County Fair Association.

Section 2 – Office: The office for transaction of the business of the Association is hereby fixed and located at 900 Fairgrounds Drive, in the City of Vallejo, California. The Board of Directors may change the location of said office within the County.

Article II

Section 1 – Purpose: The Association is organized to ensure a positive experience for the public by providing a year-round multi-purpose venue that showcases and celebrates the wide variety of resources and activities available to our diverse communities. The Association shall not carry on any other activities not permitted to be carried on by a corporation exempt from Federal Income Tax under section 501 (C) (3) of the Internal Revenue Code.

Section 2 – Appointment: All Directors are appointed by a member of the Board of Supervisors of Solano County. Three Directors are appointed by each County Supervisor, and serve for a term of four (4) years or a term designated by the Board of Supervisors. They shall serve without compensation while members thereof.

Section 3 – Powers: Subject to the limitations of the By-Laws, the Solano County Agreement, the statutes of the State of California, including the approval of the Department of Food and Agriculture as required by law, all powers shall be exercised by or under the authority of, and the business and affairs of the Association shall be controlled by, the Board of Directors

Section 4 – Meetings: All meetings shall be conducted in accordance with the Ralph M. Brown Act and newly revised edition of Roberts Rules of Order.

Section 5 – Regular Meetings: The regular meeting will be held on the third Wednesday of each month. If there is a conflict of the date of the Regular Meeting, it may be rescheduled at the discretion of the President or designee.

Section 6 – Annual Meetings: The annual meeting shall be held in August of each year, and may coincide with the August Regular Meeting.

Article III

Section 1 – Officers: The officers of the Association of the Board of Directors shall be President, Vice President, and Treasurer. The Chief Executive Officer / General Manager (CEO/GM), or his/her designee, serves as Secretary of the Association.

Section 2 – Election: The officers of the Association shall be elected by the Board at its annual meeting and each shall hold office, beginning at the September Board meeting, for a period of one

Solano County Fair Association

By-Laws

Amended February 11, 2015

year or until their successor is elected, unless he or she resigns, is removed or is otherwise disqualified to serve. The provisions of this section do not apply to the Chief Executive Officer/General Manager of the Association.

Section 3 – Removal And Resignation: Any officer may be removed for cause by an affirmative vote of at least 2/3 of a quorum of the members of the Board of Directors present at any regular, special or emergency meeting.

Any officer may resign at any time by giving written notice to the President or the Board of the Association. Any such resignation shall take effect at the date of receipt of such notice. The acceptance of such resignation shall not be necessary to make it effective.

Any director who misses three (3) consecutive unexcused regular meetings from the Board shall be deemed to have resigned from the Board. A Director may be removed for cause by the Solano County Board of Supervisors upon recommendation of the Board of Directors.

Section 4 – Vacancies: A vacancy on the Board because of death, resignation, removal, disqualification or any other cause shall be filled by appointment by the Solano County Supervisor of the district involved for the unexpired portion of the term. If an office becomes vacant, the election will be held at the next regular meeting or at a special meeting called by the Board.

Section 5 – President: The President shall preside at all meetings of the Board. Should the President not be present at any meeting of the Board, the Vice President shall preside at that meeting. In the absence of the President and Vice President, The Treasurer shall preside. In their absence, the Immediate Past President shall preside.

Section 6 – Vice President: The Vice President shall perform duties of the President in his/her absence. He/She shall perform duties as are assigned by the President. The Vice President shall serve as a full voting member on all committees.

Section 7 – Treasurer: The Treasurer shall be the Chairman of the Finance Committee and shall present the financial report at the monthly Board meetings. The Treasurer will perform additional financial analysis as directed by the Board.

Section 8 – Chief Executive Officer/General Manager (CEO/GM): The Board of Directors shall hire the CEO/GM and prescribe such powers and duties as may be consistent with the law or with the By-Laws. The CEO/GM will be evaluated at least once per year by the Executive Committee.

The CEO/GM shall keep or cause to be kept at the office of the Association a book of minutes of all meetings of the Directors with the time and place of meetings, whether regular, special or emergency and if special or emergency, how authorized and noticed, giving the names of those present at the meeting and the proceedings at the meeting.

The CEO/GM shall give or cause to be given the required notice for all meetings of the Board shall furnish copies of the minutes of each meeting to the Directors.

Solano County Fair Association

By-Laws

Amended February 11, 2015

The CEO/GM shall cause to be kept and maintained adequate and correct accounts of properties and business transactions of the Association, including accounts of its assets, liabilities, receipts, disbursements, gains, losses and capital. The CEO/GM shall deposit or cause to be deposited all monies and other valuables in the name of and the credit of the Association with such depositories as may be designated by the Board. The CEO/GM shall disburse the funds of the Association as ordered by the Board, shall render to the President and Directors an account of all financial transactions and of the financial condition of the Association.

Section 9 – Executive Committee: The Executive Committee will be comprised of the President, Vice President, Treasurer, Immediate Past President and up to three (3) additional Directors.

Article IV

Section 1 – Committees: The President has the responsibility of appointing the Chair and members of standing committees. The President may appoint such ad hoc committees, chair and members, as he or she deems necessary.

Section 2 – Inspection of By-Laws: The Association shall keep in its office the original or a copy of the By-Laws, as amended or otherwise altered to date, certified by the CEO/GM, which shall be open to inspection by the public during office hours.

Article V

Amendments

Section 1 – Power of Directors: The By-Laws may be altered, amended or repealed, and new and additional By-Laws adopted at any time by an affirmative vote of a majority of a quorum of the Board.

Certification

I hereby certify that this is a true and correct copy of the
By-Laws of the Solano County Fair Association
as amended on February 11, 2015.

Stephen L. Pierce
Chief Executive Officer / General Manager

Historical Background

From its inception in 1946, the Solano County Fair Association (SCFA) was conceived, created, and operated to support only one activity: the annual Solano County Fair / live horse racing meets. This specific activity required the development of a unique business model. SCFA functionally had only one purpose: to support the annual Fair/Horse Racing, and organizationally it served that purpose.

Historically, the singular focus on this one activity (Fair/Horse Racing) was reflected in every facet of the organizational development of SCFA. All policies, procedures, and systems tied back to support of the Fair/Horse Racing. Every SCFA activity either directly supported the Fair/Horse Racing or was subordinate to that cause.

2009 marked the last year that the Solano County Fairgrounds hosted a live horse racing meet. County Fairs throughout California experienced a decline in attendance, popularity, and revenue. SCFA responded by making changes at the operational level to reflect the elimination of horse racing and the new challenges associated with hosting an event on the scale of the annual County Fair. Alternative revenue streams were either created or enhanced and personnel levels were adjusted accordingly.

The new operational changes, primarily the diversification and expansion of new revenue streams, substantially changed the core role of SCFA. No longer focused on a single event (Fair), or one dominant revenue stream (horse racing), SCFA found itself with a new and different core purpose.

In other words, the changes in how SCFA made its money were so dramatic that SCFA basically became a new business. SCFA has concluded that operational changes alone are not enough to meet the demands of the year-round event center that the Solano County Fairgrounds has evolved into.

To best serve the citizens of today's Solano County, SCFA's Board of Directors believes an organizational re-structuring is needed. The old single purpose business model is hindering the effectiveness and efficiency of SCFA's efforts.

A Business Plan for a New Business Model

While the annual Solano County Fair will always be the *featured* event, it no longer is the *defining* event of SCFA. The modern SCFA is a completely different business than its predecessor. A new business requires a new business model. To build the new business model, SCFA needs a new business plan.

The attached Business Plan is intended to be a fluid, living document. Its purpose is to support SCFA Board of Directors and staff's efforts to serve the citizens of Solano County. It is anticipated that the Business Plan will be reviewed, and/or updated on an annual basis.

SCFA's new business model will be structured as a traditional nonprofit. SCFA staff will report to the Executive Director/CEO who will report directly to SCFA's Board of Directors. SCFA's Board of Directors will be supported by a strong committee network and a robust volunteer base.

While SCFA is a 501(c)(3) corporation its goal will be to generate enough revenue to cover all direct costs, service long term debt, and produce adequate funds to support SCFA's philanthropic mission.

Operationally, SCFA will be “lean and mean” and focused on returning the highest dollar amounts to those efforts that support the citizens of Solano County. Organizations operate effectively and efficiently with financial information presented in a way that the financial reports become true management tools.

Clear, easy to understand financial reports support SCFA’s mission to be transparent in all matters financial, especially when providing reports to the Solano County Board of Supervisors or County Administrative staff.

Critical Issues

Background

On an annual basis, SCFA has presented a yearly budget to the Solano County Board of Supervisors (BOS) for their approval. Historically, concurrent with the budget approval, the BOS has automatically extended the management agreement that defines the contractual relationship between SCFA and the County of Solano. The term of the management agreement was generally 36 months.

CASH FLOW – For the purposes of this plan, cash flow references the difference between expenses incurred within a budget cycle subtracted from revenue received within the same cycle. Until the year 2000, SCFA enjoyed positive cash flow, covering all expenses while building and maintaining a healthy financial reserve. With first the decline, and then the elimination, of live horse racing wagering proceeds, combined with a softening in Fair attendance, SCFA began to experience cash flow issues. These cash flow issues have persisted and for the last 18 years SCFA has seen its operating reserve balance decrease. SCFA has diversified its revenue streams to replace the horse racing wagering revenue, but through 2017 costs have generally exceeded revenue.

CalPERS LIABILITY - The 21st Century also brought new accounting requirements for government and quasi-government financial reporting. SCFA’s staff participates in CalPERS and as such SCFA was required to post all unfunded pension liabilities on its Balance Sheet. In 2015, SCFA’s Balance Sheet took a 1.7 million dollar negative “hit” as a result of the newly listed pension liabilities.

FACILITIES UPGRADES & MAINTINENCE – Annually the State of California would collect and then disburse state-wide horse racing wagering revenues to California’s County Fairs and District Agricultural Associations (DAA) which were earmarked for fairgrounds facilities maintenance and upgrades. Prior to distribution, the horse racing revenues fund could exceed 30 million dollars statewide. In the depths of the Great Recession the horse racing wagering funds were commandeered by the State of California to help pay the State’s general fund liabilities. Once taken those funds were never returned and California’s County Fairs and DAA’s lost their only dedicated funding stream.

IMPACTS

In early 2018, the BOS approved the presented 2018 SCFA budget but chose not to extend the management agreement. This action was taken as the BOS was not confident that SCFA had taken the necessary steps to right its financial ship. A sub-committee composed of Solano County Supervisors Brown and Thomson and SCFA Directors Paterson, Williams, and Placido was tasked with improving communication between the BOS and SCFA as well as helping shepherd SCFA through preliminary organizational changes.

Actions Taken

BACKGROUND - SCFA Board and staff have met with Solano County's Auditor-Controller, Simona Padilla-Scholtens CPA, as well as other members of the Auditor-Controller's office including Phyllis Taynton CPA / Auditor-Controller elect. The purpose of these meetings has been to respond to concerns raised by the Auditor-Controller's office as they conducted the most recent audit (2016-2017) of SCFA financial reporting.

While the 2016-2017 audit gave a "clean" grade to SCFA's financial reporting Audit-Controller staff did issue a memo highlighting several concerns:

- The financial documents presented to SCFA Board of Directors at their monthly meetings do not accurately reflect certain liabilities, specifically pension and payroll related liabilities.
- SCFA's current financial reporting model does not allocate overhead expenses to revenue producing business departments.
- There is no indication that SCFA is taking the appropriate steps to address its cash flow issues.
- There is no clear distinction between the financial activities of SCFA and those of the Solano County enterprise account known as the Solano County Fair.

SCFA ACTION TAKEN

1. Using 2016/17 audited figures, and working closely with County Audit staff, SCFA staff will now post monthly estimated adjusted amounts for items such as the unfunded pension liabilities. This will give SCFA Board of Directors a much clearer, timely and more accurate picture of SCFA's financial position.
2. Again, working with Audit staff, SCFA has developed a methodology to allocate overhead costs to each revenue producing business department.
3. With the new cost allocation system in place, SCFA staff and Directors will have a clear picture as to the profitability of its revenue producing departments. The cost allocation system will also afford SCFA the ability to accurately determine its cash position and to be able to allocate funds according to its newly approved and implemented reserve policy.
4. Also using the new system, SCFA staff has been able to begin to unravel the interconnectedness of SCFA and the enterprise account.

SCFA'S FINANCIAL PLAN:

SCFA's new business model is primarily a cash-based business. While the financial workings of SCFA are complicated, from a business management perspective the day-to-day finances are simple. Money comes in, money goes out and the goal is to have more money in the bank than when you started.

In accounting terms, while Balance Sheet issues remain critical, they cannot be properly addressed until the Income Statement problems have been resolved.

STEP ONE – Before SCFA can address its long-term liabilities (i.e. the Net Pension Liability) it first must resolve its cash flow issues. Actions taken by SCFA in 2018 have resulted in SCFA returning to a cash flow positive position. Increases in primarily facilities rental revenue combined with decreases in the underwriting cost of the 2018 Fair are projected to result in approximately a \$100,000 increase in SCFA's 2018 year-end Cash and Cash Equivalents account.

Cash (or revenue) is king at SCFA. Here's why:

If SCFA's Net Pension Liability continues to grow at its current rate (6% annually) it is projected that the 2019 posted amount will be around 1.5 million. It is important to note that this liability grows completely independent of any payroll related activity currently happening within SCFA. The original size of this liability was impacted by SCFA payroll levels that occurred years ago at the height of the horse racing days. SCFA's current payroll has zero impact on this liability.

STEP TWO – Following the approved SCFA Reserve Fund Policy if at the end of the fiscal year there is year-end operating surplus which results in the General Fund balance exceeding the level required by the reserve policy said funds shall be deemed available for allocation for the following, subject to SCFA Board approval:

- Transfer to the Capital Programing for Deferred Maintenance/replacement of Solano County Fairgrounds facilities.
- Transfer to a reserve account to fund future Retiree Pension and Benefit obligations
- Re-appropriation within the subsequent year's operating to provide for one-time, non-recurring needs.

STEP THREE – The challenge for SCFA is that its Pension Liability is rooted in a different business model that was much more labor intensive than the current operation. Fundamentally, the Pension Liability, which casts a shadow over all aspects of SCFA's financial reporting, reflects a business that had a much larger revenue stream than current operations.

In order to generate the funds to help address the Pension Liability SCFA will continue to work towards increasing its cash position.

STEP FOUR – In business terms, clearly SCFA needs to increase revenue. SCFA will work towards increasing revenue in five areas:

1. Increase facilities rentals
2. Continue to work on decreasing the overall underwriting cost of the annual Fair
3. Actively pursue funding opportunities that are available to nonprofits (grants, sponsorships, contributions, donations)
4. Revive SCFA's volunteer network exploring the possibility that some supervised volunteer efforts could help reduce labor costs
5. Develop events that have a SCFA specific fund-raising component.

SCFA'S FACILITIES UPGRADES & MAINTINENCE PLAN:

The passage of Proposition 68 created \$18 million in bond funds that have been allocated to the California Department of Food and Agriculture (CDFA) to provide for facility improvement for county fairs, district agricultural associations, citrus fruit fairs and the California Exposition and State Fair.

The size of SCFA's Prop 68 allocation has not been determined at this time, but it will provide one-time funding to address needed facilities repairs and maintenance issues.

AB 1499 has been signed and chaptered, which will create a permanent dedicated revenue stream for county fairs. Like Prop 68, AB 1499's funding allocation has not yet been determined, but initial projections have funding arriving at California's fairgrounds sometime in 2019. It is possible that any excess general funds dollars can be devoted to outstanding pension liabilities with the hope that State funds can cover pressing facilities maintenance and repair issues.

SCFA EXISTING DEBT SERVICE PLAN:

As SCFA fulfills current debt service it is possible that the funds currently making those payments would then be available for either pension liability payments or facilities repairs and maintenance. This is important as any funding that comes from the State can be taken away as easily as it is given. While State funding might be viewed as a short-term solution, in-house generated revenue might be a more reliable funding source for either liability payments or facilities repairs/maintenance.

CHALLENGES

Management Agreement – The existing management agreement is set to expire on January 31, 2020. This poses issues on several fronts.

Demo Project - Under the current management agreement SCFA is responsible for all activities on the 149.9-acre fairgrounds. The County has taken over responsibility for the southern end of the property during the demolition of the old horse racing facilities.

The current management agreement does not reflect the change in the physical area that SCFA is responsible for.

Annual Events / Youth Ag Livestock - Many of SCFA's clients are large annual events that reoccur on or around the same dates. Because of the size and scope of these events, once an event is completed reservation requests are generally immediately submitted for the same dates the following year.

Absent an extension, or renegotiation of the existing management agreement, SCFA will no longer be able to honor reservation requests that extend beyond the term of the existing management agreement (1/31/20).

Once word gets out that SCFA is no longer accepting reservation requests, event organizers will begin to look for alternative sites. The certainty of being able to host their event at a particular location, on the desired date, is one of the single most important factors that impacts where annual events are held.

Simply put; if event organizers lose confidence in the certainty that they can host their event at the Solano County Fairgrounds they will take their business elsewhere. The loss of this revenue stream would be devastating financially to SCFA.

IMPACTS – The loss of any of SCFA’s major annual reoccurring events would jeopardize SCFA’s ability to help underwrite its civic obligations such as the annual County Fair or Youth Ag Day,

Without an extension of the current management agreement there is a very real possibility that the 2019 annual County Fair and the 2019 annual Youth Ag Day would have to be cancelled.

While County staff’s recommendation to not extend the management agreement in 2018 was understandable given the frustrations with SCFA’s financial situation, it has, perhaps unintended, backed both SCFA and the County into a corner. Without a management agreement SCFA’s ability to conduct its business is severely hampered.

On a more human side, the uncertainty that SCFA currently operates under could have a direct impact on Solano County’s Youth Ag Programs. Because of breeding cycles, large animals need to be purchased now so that they are ready to be shown at the annual Solano County Fair Junior Livestock Auction in late June.

The investment these kids are making in their livestock would be jeopardized if management agreement issues forced the cancellation of the annual Fair.

ACTION REQUESTED- It is of the upmost importance that if SCFA is to continue in its role as an agent for Solano County that the management agreement term be extended as soon as possible.

Relationship between County and SCFA

Structural Tensions - The nature of the relationship between SCFA and the County of Solano, specifically the BOS has, at times, been filled with tension. While SCFA’s financial situation is at the core of much of the tension there is a potential structural reason behind some of the friction.

The original County ordinance that created the Solano County Fair and allowed for the creation of SCFA as an independent organization had the following language: “under the direction and control of said County and its Board of Supervisors”. It has been sometimes difficult for SCFA to function as an independent organization while working under the “direction and control” of the BOS.

SCFA Board Appointments - SCFA Directors are appointed by the BOS. In the past, these appointments have sometimes been viewed as personal representatives of sitting County Supervisors rather than representatives of one of Solano County’s five supervisorial districts.

As SCFA builds its new business model around a traditional nonprofit structure it will be critical that its Board be truly independent from any political implications whether real or perceived.

A strong, independent Board is one of the key considerations major funders look at when determining if a nonprofit meets its funding criteria. Since one of SCFA’s 2019 revenue goals is to better maximize nonprofit funding opportunities it is critical that SCFA conduct its business as an independent 501(c)(3).

Business Goodwill – Business goodwill is an accounting term that signifies a business' intangible assets, such as a company's brand name, loyal customer base, good public reputation, patents, and proprietary processes and technologies. This is opposed to tangible assets, such as real estate or equipment.

For any business, but especially for a nonprofit, it is critical that a good public reputation is maintained. SCFA is an agent of Solano County and when representatives of the County make less than complimentary comments or fail to show support for SCFA it has a damaging effect.

Sponsorship for the 2018 Solano County Fair was only \$8,500 as compared to the 2017 Fair sponsorship totals of \$52,548. While there were other factors that account for the decrease in sponsorship between the 2017 and the 2018 fairs the public perception that SCFA was on its last legs was certainly a factor in decreased sponsorship revenue.

Moving forward all parties need to be mindful to protect the investment the County has in SCFA.

Staff Morale – Similar to the impacts that the uncertainty of SCFA's future have had on how it is perceived in the community have also impacted SCFA staff and productivity levels. The recent departure of key SCFA staff members can be directly tied to the uncertainty of SCFA's future and therefore their own job security.

ACTION REQUESTED – SCFA and BOS jointly revisit (perhaps through a joint meeting), the respective roles, relationships, and expectations to ensure that SCFA's new business model is reflective of the needs and demands of both parties.

Controlling Labor Costs

As a service provider, SCFA's largest expense is its labor related costs. A detailed labor analysis is needed so that SCFA management can make effective use of existing personnel resources while protecting margins and budget parameters.

At the time of this report, the labor analysis is not complete, but in preparation for the 2019 budget SCFA management will be looking to budget labor as a percentage of activity related revenue. This should help control costs and protect overall profitability.

Cost Allocation Proposed Methodology for 2018 Actual Costs

	2017 Wages		2017 Distribute Exclusion	2017 % With Exclusion ¹	2018 Wages YTD	2018 % based on YTD	2018 % Adjusted/Proposed ²	2018 Cost Distribution Through 9/30/18
Atlas Fire Large Animal Evac*	49,284.00	5.55%	-	0.00%	-	0.00%	0.00%	-
Fair	235,827.00	26.56%	249,691.00	28.13%	109,602.00	22.01%	22.00%	174,922.00
Ag Day	8,542.00	0.96%	9,045.00	1.02%	8,858.00	1.78%	2.00%	15,902.00
Facility Rentals	386,756.00	43.56%	409,490.00	46.13%	211,381.00	42.46%	54.00% ³	429,354.00
Solano Race Place	206,878.00	23.30%	219,036.00	24.67%	158,503.00	31.83%	15.00% ³	119,265.00
Leases	117.00	0.01%	122.00	0.01%	7,895.00	1.59%	4.00%	31,804.00
Electronic Sign	375.00	0.04%	395.00	0.04%	1,652.00	0.33%	0.50%	7,951.00
Other (Special Projects)	-	0.00%	-	0.00%	-	0.00%	1.00%	15,902.00
	<u>887,779.00</u>	<u>99.98%</u>	<u>887,779.00</u>	<u>100.00%</u>	<u>497,891.00</u>	<u>100.00%</u>	<u>100.00%</u>	<u>795,100.00</u>

NOTES:

1 - Exclusion Atlas Fire 1x Event

2 - Adjusted/Proposed percentages are based on 2018 to better reflect the change in business model from a 4 day fair to a 2 day fair for this year.

3 - Adjusted to better reflect actual personnel costs for Facility Rentals. These personnel costs in 2013 and past years, have not been distributed at that detailed level, they have typically been rolled up into Maintenance. Beginning 2019, personnel costs will be allocated at a more detailed level.

	2018 YTD Actual as of September 30, 2018
Administration	418,286.00
Maint	312,176.00
Guest Safety	<u>64,639.00</u>
	<u>795,101.00</u>

Leases Labor Allocations Matrix					
<i>as of Fri 11/16/18 sgh</i>					
Overhead Dept	Guest Safety	Admin	Maint	Total	%
Lease Desc	Hrs/Month	Hrs/Month	Hrs/Month	Hrs/Month	Hrs/Month
Esign	8	30	8	46	29%
6FDK	30	20	8	58	37%
Pre-School/Gem & Minerals	20	8	8	36	23%
ATT COW	8	4	1	13	8%
Marriott Hotel	0	1	1	2	1%
Carl's Jr/Chevron	0	1	0	1	1%
Total Hrs/Month	66	64	26	156	100%
% Hrs/Month	42%	41%	17%	100%	
Overhead Dept	Guest Safety	Admin	Maint	Total	%
Lease Desc	\$/Month	\$/Month	\$/Month	\$/Month	\$/Month
Esign	\$240.00	\$1,200.00	\$240.00	\$1,680.00	32%
6FDK	\$900.00	\$800.00	\$240.00	\$1,940.00	36%
Pre-School/Gem & Minerals	\$600.00	\$320.00	\$240.00	\$1,160.00	22%
ATT COW	\$240.00	\$160.00	\$30.00	\$430.00	8%
Marriott Hotel	\$0.00	\$40.00	\$30.00	\$70.00	1%
Carl's Jr/Chevron	\$0.00	\$40.00	\$0.00	\$40.00	1%
Total \$/Month	\$1,980.00	\$2,560.00	\$780.00	\$5,320.00	100%
% \$/Month	37%	48%	15%	100%	

Loaded Per Hour Wage Rate

\$30.00

\$40.00

\$30.00

January 1 thru September 30 2018										
Cost Center Allocations										
~ DRAFT ~ As of Tue 11/13/18 sgh ~ DRAFT ~										
Cost Centers		Profit Centers					Net +/-		% Net	
		Dept	CC OH Alloc %	Rev	Direct Exp	Alloc Exp				Total Exp
Dept	\$	Fair	22%	\$28,511	\$254,136	\$174,922	\$429,058	(\$400,547)	\$107,109	31%
Admin	\$418,286	Ag Day	2%	\$26,762	\$37,586	\$15,902	\$53,488	(\$26,726)		
Maint	\$312,176	Leases/Esign	5%	\$711,040	\$135,903	\$39,755	\$176,658	\$334,382		
GS	\$64,639	Fac Rntls	55%	\$1,065,055	\$470,617	\$437,306	\$907,923	\$157,132	\$239,996	69%
		Race Place	15%	\$460,113	\$254,836	\$119,265	\$384,101	\$76,012		
		Other	1%	\$76,061	\$61,258	\$7,951	\$69,209	\$6,852		
Total	\$795,101	Totals	100%	\$2,367,542	\$1,225,336	\$795,101	\$2,020,437	\$347,105	\$347,105	100%

January 1 thru December 31 2017										
Cost Center Allocations										
~ DRAFT ~ As of Tue 11/13/18 sgh ~ DRAFT ~										
Cost Centers		Profit Centers						Net +/-		% Net
		Dept	CC OH Alloc %	Rev	Direct Exp	Alloc Exp	Total Exp			
Dept	\$	Fair	22%	\$493,846	\$825,295	\$242,438	\$1,067,733	(\$573,857)	(\$8,422)	-15%
Admin	\$571,525	Ag Day	2%	\$32,704	\$31,507	\$22,040	\$53,547	(\$20,843)		
Maint	\$445,064	Lease/Esign	10%	\$835,336	\$158,829	\$110,199	\$309,028	\$386,308		
GS	\$85,403	Fac Rntls*	48%	\$1,051,734	\$517,368	\$528,956	\$1,046,324	\$5,410	\$65,828	115%
		Race Place	16%	\$548,720	\$352,990	\$176,319	\$529,309	\$19,411		
		Other	2%	\$99,983	\$36,936	\$22,040	\$58,976	\$41,007		
Total	\$1,101,992	Totals	100%	\$3,122,323	\$1,962,925	\$1,101,992	\$3,064,917	\$57,406	\$57,406	100%

January 1 thru December 31 2016										
Cost Center Allocations										
~ DRAFT ~ As of Tue 11/13/18 sgh ~ DRAFT ~										
Cost Centers		Profit Centers					Net +/-		% Net	
		Dept	CC OH Alloc %	Rev	Direct Exp	Alloc Exp				Total Exp
Dept	\$	Fair	22%	\$617,501	\$794,534	\$258,327	\$1,052,861	(\$435,360)	\$114,132	66%
Admin	\$515,207	Ag Day	2%	\$35,550	\$27,302	\$23,484	\$50,786	(\$15,236)		
Maint	\$573,920	Leases/Esign	10%	\$877,232	\$195,082	\$117,422	\$312,504	\$564,729		
GS	\$85,088	Fac Rntls	48%	\$938,143	\$356,146	\$563,623	\$919,769	\$18,374	\$59,268	34%
		Race Place	16%	\$563,190	\$376,153	\$187,874	\$564,027	(\$837)		
		Other	2%	\$91,327	\$26,111	\$23,484	\$49,595	\$41,732		
Total	\$1,174,215	Totals	100%	\$3,122,943	\$1,775,328	\$1,174,215	\$2,949,543	\$173,400	\$173,400	100%

Net Position As of September 30, 2018

Assets

	Per Board Report			Audited	Audited	Audited	Audited	Audited
	2018	2018 Adjusted	Notes	2017	2016	2015	2014	2013
Current Assets								
Cash and cash equivalents	521,095	521,095		190,671	286,593	241,290	88,564	693,569
Accounts receivable - general	26,246	26,246		209,868	93,219	49,445	154,986	85,775
Accounts receivable - leases	73,918	73,918		52,126	46,016	45,213	43,908	45,038
Accounts receivable - other	66,415	66,415				32,266	51,737	31,503
Inventory	2,447	2,447		1,132	8,056			8,387
Deposits and prepaid	3,820	3,820		6,711	4,365	11,355	9,950	3,834
Total current assets	693,941	693,941		460,508	438,249	379,569	349,145	868,106
Non-current assets								
Capital and intangible assets								
Land	167,085	167,085		167,085	167,085	167,085	167,085	167,085
Building & grounds, net	484,344	9,728,055	1	9,792,687	9,857,905	9,859,537	9,402,214	9,394,184
Equipment, furniture, and fixture, net	8,472	350,723	1	395,047	444,970	438,003	456,969	433,744
Intangible assets, net	5,303	(9,645,833)	1	(9,522,046)	(9,400,093)	(9,146,023)	(8,932,510)	(8,780,512)
Net Pension Assets	-	-		-	-	-	697,516	725,428
Total non-current assets	665,204	600,030		832,773	1,069,867	1,318,602	1,791,274	1,939,929
Total Assets	1,359,145	1,293,971		1,293,281	1,508,116	1,698,171	2,140,419	2,808,035

Deferred Outflows of Resources

Deferred outflows related to pensions	109,036	443,081	2	443,081	288,303	109,036	-	-
Total deferred outflows of resources	109,036	443,081		443,081	288,303	109,036	-	-

Liabilities

Current Liabilities								
Accounts payable	51,598	51,598		54,363	45,695	92,141	39,269	99,776
Deferred revenue	6,458	6,458		11,324	14,568	8,863	6,522	13,002
Guaranteed deposits	43,520	43,520		52,559	23,194	38,678	39,460	50,091
Payroll payables and other liabilities	21,961	21,961		40,588	35,736		25,726	14,168
Compensated absences (current portion)	36,860	36,860						
Pension obligation bonds (Solano County allocation)	101,301	368,740	1	299,740	243,645	202,824	132,925	96,044
Current debt associated with fixed assets	5,672	5,672				4,091	3,265	6,745
Total current liabilities	267,370	534,809		458,574	362,838	346,597	247,167	279,826
Non-current liabilities								
Compensated absences	46,733	57,019	2	57,019	50,917	46,733	46,733	56,271
Long term debt associated with fixed assets	293,605	220,116	1	293,605	391,634	487,142	260,317	287,330
Non OPEB liability (Solano County allocation)	77,172	162,076	1	126,691	99,030	77,172	64,862	53,283
Net pension liability (Solano County allocation)	1,060,154	1,543,319	1	1,455,961	1,176,919	1,060,154	-	-
Pension obligation bonds (Solano County allocation)	633,654	502,122	1	545,311	592,245	633,654	633,654	669,927
Total non-current liabilities	2,111,318	2,484,651		2,478,587	2,310,745	2,304,855	1,005,566	1,066,811
Total liabilities	2,378,688	3,019,461		2,937,161	2,673,583	2,651,452	1,252,733	1,346,637

Deferred Inflows of Resources

Deferred inflows related to pensions	278,120	187,703	2	187,703	289,188	278,120	-	-
Total deferred inflows of resources	278,120	187,703		187,703	289,188	278,120	-	-

Net Position

Invested in capital assets	360,625	333,942	1	441,139	582,725	738,285	806,428	902,159
Temporary restricted - capital project/maintenance	39,203	39,203					-	-
Temporary restricted - parking lot improvements	9,834	9,834		9,834	13,960	13,960	126,902	126,902
Temporary restricted - Fair Hands/Ag Day	42,992	42,992						
Temporary restricted- Golf Course Improvements								11,211
Temporary restricted - racing facilities improvements	8,775	8,775					2,370	2,370
Jr livestock auction reserve	15,194	15,194		12,940	13,170	8,055	3,187	3,151
Unrestricted resources	(1,665,249)	(1,920,052)		(1,852,415)	(1,776,207)	(1,882,665)	(51,201)	415,605
Total net position	(1,188,626)	(1,470,112)		(1,388,502)	(1,166,352)	(1,122,365)	887,686	1,461,398
		(1,470,112)		(1,388,502)	(1,166,352)	(1,122,365)	887,686	1,461,398

Change in Net Position

(81,610)	(222,150)	(43,987)	(2,010,051)	(573,712)
as of Sept 2018				

Footnote - Estimate Changes Methodology:

- 1 - Based on ratio change between 2016 & 2017
- 2 - Based on 2017 audit figures

	Grounds Related Revenue	Parking	Food & Bev	Sponsorships
2017 New Events				
Hemp Cannabis Fair	\$10,150.00	\$5,264.00		
Gymnastics Event North Bay Athletics Association	\$15,350.00			
Drone Event Flite Fest	\$26,510.00	\$11,892.00	\$452.00	
Office of Emergency Services Meeting	\$5,000.00			
WESTAT CDC Medical Information Gathering	\$20,000.00			
2017 Totals	\$77,010.00	\$17,156.00	\$452.00	
2018 New Events				
Dino Expeditions	\$13,000.00	\$21,336.00	\$1,013.65	
Gymnastics North Bay Athletics Association - Feb	\$9,100.00			
Robotics REC Foundation	\$18,300.00	\$5,712.00	\$3,966.88	
MMA	\$10,800.00	\$4,140.00	\$5,796.47	
Navarro Quinceanera	\$9,150.00			
AA Regional Meeting	\$5,500.00			
Lopez Quinceanera	\$2,500.00			
Billy Rodriguez Horse Jarípeo - May	\$13,891.55	\$3,216.00	\$8,531.51	
Tattoo Event The Catalyst, LLC (7/20-7/22)	\$9,000.00	\$3,012.00		
Advance Camp Boy Scout Badge Event (9/28-9/30)	\$22,500.00			
Lantern Festival	\$56,000.00	\$53,168.50	\$43,444.27	
Bay Area Rhodesian Ridgeback Club	\$400.00			
Ammonia and Safety Training Institute	\$4,100.00		\$405.00	
Gymnastics North Bay Athletics Association (10/27-10/28)	\$9,100.00			
Collins Jarípeo (8/5)	\$7,500.00	\$2,188.00	\$10,330.00	
Valdez Quinceanera	\$8,700.00			
Gonzales Quinceanera	\$6,650.00			
Jamz	\$2,100.00			
Rodriguez Quinceanera	\$8,000.00			
Paramount TV	\$1,500.00			
Michael's Transportation	\$2,000.00			
2018 YTD Totals	\$219,791.55	\$92,772.50	\$73,487.78	
Sponsorship				
Benicia Plumbing				\$2,000.00
PG&E - 811				\$5,000.00
California Maritime Academy				\$6,500.00
Kaiser				\$7,500.00
Sunstate Equipment Co.				\$6,000.00
Building Trades / Labor Council				\$2,500.00
Sustainable Solano				\$500.00
La Mesa				Trade
Vallejo Waterfront Weekend				Trade
Sponsorship Totals				\$30,000.00
Category Totals	\$326,801.55	\$109,928.50	\$73,939.78	\$30,000.00
Grand Total	\$510,669.83			

~ 2018 v 2017 Fairs Direct Revenues & Expenses Comparison ~

Direct Revenues	2018		2017		2018 v 2017 \$ Delta
	\$	%	\$	%	
Admissions	\$0	0%	\$153,392	31%	(\$153,392)
Parking	\$5,100	21%	\$84,187	17%	(\$79,087)
Carnival/F&B Concessions	\$0	0%	\$144,760	29%	(\$144,760)
Commercial Vendors	\$0	0%	\$39,550	8%	(\$39,550)
Competitive Exhibits Fees	\$9,181	37%	\$9,233	2%	(\$52)
Sponsorship	\$8,500	34%	\$52,548	11%	(\$44,048)
Misc	\$1,970	8%	\$7,976	2%	(\$6,006)
Totals	\$24,751	100%	\$491,646	100%	(\$466,895)

Direct Expenses	2018		2017		2018 v 2017 \$ Delta
	\$	%	\$	%	
Wages & Burden	\$106,467	43%	\$235,827	29%	(\$129,360)
Professional Services	\$58,800	24%	\$147,836	18%	(\$89,036)
Materials & Supplies	\$10,955	4%	\$44,678	5%	(\$33,723)
Utilities/Disposal	\$4,000	2%	\$19,478	2%	(\$15,478)
Liability Insurance	\$122	0%	\$3,066	0%	(\$2,944)
Dues & Permits	\$2,473	1%	\$1,911	0%	\$562
Marketing	\$12,640	5%	\$76,646	9%	(\$64,006)
Travel/Hotel	\$2,792	1%	\$11,862	1%	(\$9,070)
Board of Directors	\$500	0%	\$11,391	1%	(\$10,891)
Equipment Rental	\$17,090	7%	\$130,013	16%	(\$112,923)
Entertainment	\$1,500	1%	\$104,780	13%	(\$103,280)
Comp Exbts Premiums	\$28,981	12%	\$30,240	4%	(\$1,259)
Bank/CC Fees	\$391	0%	\$3,141	0%	(\$2,750)
Equipment Purchase	\$76	0%	\$1,245	0%	(\$1,169)
Donated Services	\$0	0%	\$3,181	0%	(\$3,181)
Totals	\$246,787	100%	\$825,295	100%	(\$578,508)

Desc	2018	2017
Direct Revenues	\$24,751	\$491,646
Direct Expenses	\$246,787	\$825,295
Net Direct P/L	(\$222,036)	(\$333,649)

Solano County Fair - Analysis

2017 represented a watershed moment in the history of the Solano County Fair Association (SCFA). In 2015, SCFA management radically changed the Solano County Fair model by decreasing the annual fair's entertainment budget by 40%.

This was a very significant change as entertainment represented the fair's prime attendance driver. Initial results were positive as gross revenues were up 14% from 2014 to 2015. The trend continued in 2016 with entertainment expenses remaining at a reduced level yet 2016 gross revenues were still up 10% over 2015.

However, 2017 produced a much different picture. Using the exact same fair model as 2015 and 2016, 2017's gross revenue was down 21% comparable to 2016. A detailed analysis of contributing factors revealed that the 2017 fair dates were compromised by the shift in the Back-To-School retail season, but a more troubling factor was exposed. The current fair model was no longer working.

Since the demise of live horse racing, the Solano County Fair has struggled to find a replacement alternative to the strong, cost-effective attendance driver that live horse racing once was.

Cutting the entertainment budget in 2015 gave a temporary boost to the Fair's bottom line but the public spoke loudly in 2017. After two years of a less than anticipated entertainment line-up they chose to take their dollars elsewhere.

A New Fair Model

The 2018 Solano County Fair represented the first year of the new fair model. Rather than SCFA underwriting the entire Entertainment component of the fair, SCFA entered into event partnerships with outside vendors. These partnerships were structured so that the cost exposure of a particular event activity was now shared. The net result was a significant decrease in the overall cost of underwriting the annual fair.

The other significant change in 2018 was a shift in fair programming to begin to highlight the Community Component of the Fair. By using community-based activities to drive attendance SCFA returns to its core values of promoting what make Solano County a special place to live, work and play.

On the following pages is the analysis that has helped shaped the new direction of the annual Solano County Fair.

Community Celebrations – Why We Celebrate

We humans are internally wired to want to be with other humans. Beyond the necessities, like food and shelter, people have a very primal need to have other folks around them. Call it a tribe, a village, or a community, we seek the company and companionship of others.

It has not been enough for us, as humans, to merely gather together and share a physical space. We naturally recognize the common characteristics we share with others. We seek ways to announce what makes our community unique and special. The way we tell the rest of the world, who we are, is through our community celebrations.

Community celebrations are as old as villages themselves. The theme of the celebration might change, but the basic format remained constant. The celebration would have two basic components:

- **Community component** – The “why” folks were celebrating. Usually centered around a religious, cultural or agricultural activity.
- **Entertainment Component** - The “how” folks celebrated. Almost always having food, beverages, music, dancing, or other similar activities.

Each of these components supported the other. The Community component provided the emotional draw, the shared idea, belief, or principle that folks wanted to celebrate. The Entertainment component provided the “fun” element. For most folks, a gathering of people does not become a celebration unless a very definite “fun” element is included. Food, drink, dancing, performances, or competition of some sort are all essential elements of our concept of celebration.

Traditional County Fair Model

American county fairs have followed the traditional community celebration model since Europeans first settled in North America. The Community component was usually centered around agricultural activity with the Entertainment component dependent on either local talent or traveling shows.

In California, the 1930s brought the first notable change in decades to the California county fair format. Legalized pari-mutuel wagering on live horse races, including those hosted by county fairgrounds, was approved. With no other California based competition for legalized gambling, live horse racing gave California’s county fairs a significant boost in overall fair attendance, as well as a strong, consistent revenue stream.

Solano County Fair Background

The Solano County Fairgrounds is a county owned facility; the land where the fairgrounds sits was donated by private individuals and the City of Vallejo. The construction of the fairgrounds buildings was financed with state provided funds.

The Solano County Fairgrounds is operated and governed by a separate non-profit corporation (Solano County Fair Association) whose fair board is appointed by the Solano County Board of Supervisors.

Mission Statement of the Solano County Fair Association:

The mission of the Solano County Fair Association is "to ensure a positive experience for the public by providing a year-round multi-purpose venue that showcases and celebrates the wide variety of resources and activities available to our diverse community."

Beginnings

It is important to place the beginnings of the Solano County Fair Association in the context of the times in which it was created. The first discussions concerning the creation of the Solano County Fair began as early as 1938, but progress was delayed by the advent of World War II and serious planning was not resumed until after V-Day.

By the late 1940's American society had endured the devastating social and financial impacts of the Great Depression and had survived the world-wide destruction of World War II. The post-war world brought a new era of prosperity and peace. The leaders of Solano County sought to express the new-found optimism by not only hosting an annual fair, but also creating a fairground comprised of permanent buildings intended to house events celebrating Solano County throughout the year.

Ground breaking for the fairgrounds was held on February 22, 1948 and on September 21, 1950 the Solano County Fair opened with Governor Earl Warren cutting the ribbon while a crowd of 10,000 watched.

Operations

The Solano County Fair operations is based on the traditional community celebration model comprised of both a Community component and an Entertainment component. Since its inception, the Solano County Fair has been a summertime event.

Operations - Fair Dates

Summertime – The Solano County Fair has always been held during the summer months. Since 2011 the fair dates have generally been the last few days of July into the first week of August. The latest the fair has ended was on August 7th during the 2011 Fair. The earliest the Fair has ended was July 31st during the 2016 Fair. During the 2011-2017-time period all Fairs were 5-day fairs.

Today, most school systems begin their fall term in mid-August. This has transformed late July-early August from deep summer vacation time to squarely in the middle of the Back-to-School season.

Back-to-School/Back-to-College has become a key retail selling season representing almost 20% of annual retail sales. The intense marketing efforts supporting this key retail selling season has any traditional summertime activities, held after the 4th of July, competing for the attention and dollars of families with school age children (a key target market of potential fair attendees).

Action Taken –In 2018 Solano County Fair Association (SCFA) returned their fair dates to pre-4th of July. This allowed the Solano County Fair to remain a summertime celebration (in today’s world the traditional summer vacation time is limited to the months of June and July).

Operations - Attendance Drivers

The old traditional Solano County Fair model used the Entertainment component as an active attendance driver and the Community component as a passive attendance driver. An active attendance driver is an activity that is highly promoted with the targeted intension of attracting people to attend the fair. A passive attendance driver are other fair activities that may attract fair patrons but are not as heavily promoted.

Traditional Active Attendance Drivers

Entertainment – Since its inception, the Solano County Fair has followed a model that is dependent on the Entertainment component of the fair to drive attendance numbers. The entertainment component has been composed of three major elements:

- **Carnival** – A staple of the traditional fair experience are carnival rides and the carnival midway. Today’s world offers a wide variety of entertainment options and carnival rides and the carnival midway’s ability to be a prime attendance driver have diminished.
- **Live Horse Racing** - At its peak, live horse racing was the annual fair’s single biggest revenue producer and attendance driver. Beginning in the late 1980s the popularity of the live horse racing industry began to decline. The reasons behind the decline were industry wide and continue to this day. 2009 was the last year SCFA hosted live horse racing.
- **Main Stage Entertainment** – Main stage entertainment, featuring both A list and B list celebrities, has been part of the Solano County Fair line-up since the fair’s beginnings. Main Stage entertainment took on a much larger role as an attendance driver as live horse racing (and the associated revenue stream) declined.

Depending on the artist/group, the cost associated with booking main stage entertainment can be very expensive. While big name acts can draw large crowds, it has been found that those attending the big-name concerts generally do not visit or spend at other fair attractions. This lack of residual sales diminishes the overall impact of main stage entertainment as a prime attendance driver. Absent strong residual sales any increase in attendance figures generated by big-name acts is off-set by the prohibitive cost of the act itself. It is highly questionable if this form of entertainment is cost effective.

Traditional Passive Attendance Drivers

These less promoted elements of the current Fair model are truly the heart and soul of what county fairs are all about. They are the reason our county fair exists; to celebrate, preserve, and strengthen the sense of community that is Solano County. The Solano County Fair announces to the world; “I’m from Solano County, and that’s something special.”

Competitive Exhibits – Competitive Exhibits are a staple of county fairs and have been part of the Solano County Fair since day one. In 2018, 3,240 entries were received for Competitive Exhibits. The Competitive Exhibits are divided into the following categories:

- Fine Arts
 - Open Art
 - Amateur-Art
 - Professional-Photography
 - Amateur-Photography
 - Local Color
 - Poetry
- Floriculture
 - Amateur Theme Gardens (Adult & Youth)
 - Wheelbarrow Plantings
 - Container grown Plants
 - Youth Horticulture
 - Arrangements
 - Cut Flowers
 - Educational Exhibits
 - Container Grown Plants
 - Amateur Theme Gardens (Adult & Youth)
- Livestock
 - Open Livestock
 - Sheep
 - Junior Livestock
 - Beef
 - Dairy Cattle
 - Dairy Goats
 - Meat Goats
 - Sheep
 - Swine
 - Game Birds
 - Poultry
 - Rabbits
 - Ducks
 - Quail
 - Turkeys
- Solano Living
 - Youth Solano Living
 - Arts & Crafts
 - Clothing & Textiles
 - Collections
 - Electronic Media
 - Fair Theme
 - Food Preservation
 - Graphic arts
 - Group Projects
 - Home Furnishings

- Language Arts & Creative Writing
 - Photography
 - Recycling
 - Science & Education
 - Special Friends
 - Stamping & Scrapbooking
 - Table Settings
 - Career Technical Education
 - Agriculture
 - Baked Foods
 - Decorated Cake
- Adult Solano Living
 - Arts & Crafts
 - Clothing & Textiles
 - Collections
 - Fair Theme
 - Food Preservation
 - Gift Items
 - Quilting
 - Recycling
 - Special Friends
 - Table Settings
 - Vignettes
 - Career Technical Education
 - Agriculture
 - Baked Foods & Confections

Cultural Pavilion, Cultural Stage, Talent Show, and Bay Stage Acts – The Solano County Fair dedicates stages and booth space for informational, educational, and performing arts that celebrate the wide variety of cultural heritage that is Solano County.

Operations - Fair Brand

The Solano County Fairgrounds has what is referred to as a heritage brand. A heritage brand has genuine history and has an authentic feel to it.

Because the Entertainment component has been so prominent in our marketing efforts, entertainment features like live horse racing, main stage acts, or the carnival are also part of the fair brand. If you think of a brand as a promise to your customers, then as the popularity, or modern relevance, of our featured products (live horse racing, main stage acts, carnivals) declined, our promise to our patrons became less and less authentic.

Moving forward the challenge for SCFA is to preserve the key components of our heritage brand while shedding the entertainment elements that are no longer relevant or authentic.

Operations – Financial Model

Income

Supporting an endeavor large enough to celebrate an entire county requires significant financial resources. The goal of attracting as many fair patrons as possible is doable but daunting. To help off-set the costs associated with hosting a county fair SCFA looks to several revenue sources.

All revenue streams, except the Competitive Exhibits Entry Fees, are directly dependent on Fair attendance. Overall fair attendance, and subsequent spending by fair patrons, is critical to the financial success of a fair.

Standard fair revenue sources include:

1. **Attendance Revenue** – Funds derived from promotional, pre-sale, and same day sales of admittance tickets. In 2017 the Solano County Fair admittance prices were:

General Admission	\$10
Children – ages 6-12	\$6
Children – age 5 & under	FREE
Seniors – age 60+	\$6
Military Veterans	\$8

- **Special Events**

(Does not include Fair admission)

- Demolition Derby
 - Adult \$10
 - Child \$6
- Jaripeo (Bull Riding)
 - Adult \$10
 - Child \$6

- **Special Discount Days**

- **Seniors Day** – Free Admission All Day for Seniors age 60+
- **Kids Day** – Free Admission All Day for Kids ages 12 & under
- **Military & First Responders Appreciation Day** – Free Admission All Day for Military, Law Enforcement, Firefighters and their dependents

2. Parking Revenue - \$12 per vehicle
3. Carnival Wristbands - \$28 (good all day, any one day)
4. Vendor Booth Rentals – A flat rental rate depending on the physical size and location
5. Food & Beverage Sales Commissions – A guarantee plus a negotiated percentage of gross sales.
6. Competitive Exhibits Entry Fees - A small fee for each entry.
7. Sponsorships – Various sponsorship packages are offered to organizations and businesses throughout Solano County.

Expenses - Expenses associated with hosting the county fair include:

1. Wages/Payroll Tax
2. Workers' Comp/Health Ins/Vacation-Sick Accruals
3. PERS Expense
4. Professional Services
5. Security Contractor & SCSO
6. Supplies and Expenses
7. Utilities & Disposal
8. Equipment Maintenance
9. Liability Insurance
10. Dues & Permits
11. Building and Grounds Maintenance
12. Advertising/Marketing
13. Travel, Training & Meetings
14. Directors' Functions
15. Equipment Rental
16. Entertainment (Stages & Grounds)
17. Competitive Exhibits Premiums
18. Bank/CC Fees
19. Bad Debt/Cash Short/Over
20. Equipment (Non-Capitalized)
21. Donated Services & Sponsor Expenses

Changes to Operational Model

The old fair model was no longer effective in fulfilling the primary purpose of maximizing participation in the annual celebration of Solano County. SCFA will continue to make changes so that the annual Fair increases its relevancy, attracts more patrons and consequentially is operated on a more cost-efficient basis.

Highlights of those changes include:

Fair Dates – As previously noted, in 2018 SCFA moved the fair dates to pre-4th of July. This does not represent a change so much as an effort to preserve traditional summertime placement.

In the past when fair dates have been significantly changed there has been a drop in fair attendance, at least in year one of the change.

Vendor Booth Mix – In the mid to late 20th century county fairs were so popular that an entire industry was created to support them. Much of this industry is comprised of small vendors whose product line, while not always unique, did serve the fair patrons well. These small vendors followed the fair circuit going from fair to fair.

The dominance of these fair specific vendors diluted any individuality that fairs had. The vendor mix for each fair became standard and it became more and more difficult to tell one fair from another.

Beginning in 2018, SCFA began a new program to reach out to local entities to encourage them to display their products/wares at the fair. Eventually we hope to have a strong vendor line-up that reflects the diversity and talents of Solano County. It is anticipated that this new vendor line-up will be a strong enough addition that it will become an active fair attendance driver.

Feedback given from 2018 fair patrons indicated that part of their “fair experience” was the traditional fair vendors and their products. Moving forward SCFA will look to strike a balance between maintaining the proper “fair experience” while creating a uniquely Solano County experience.

Integration of All Events – The Solano County Fairgrounds is a year-round event facility that hosts a wide variety of events. In the past, each one of these events has been treated as a stand-alone activity. Moving forward SCFA will seek to knit these events together so that all activities that SCFA hosts can be presented as one comprehensive product.

The goal is to have locals consider the fairgrounds as a year-round entertainment choice. Ideally people will be checking SCFA’s website on a weekly basis to see what is happening that weekend at the fairgrounds.

Marketing a once-a-year event like the annual fair is made far easier if our locals are frequent visitors to the fairgrounds rather than once-a-year patrons.

Sponsorships – SCFA sponsorship efforts are also made easier if potential sponsors know that their message will not only reach once-a-year fair attendee but will now be part of a year-round package that includes a much larger, more varied audience.

Community Resource – SCFA has renewed its commitment as a year-round resource for Solano County.

- **Supporting Local Non-Profits** – To support the wonderful work that Solano County’s non-profit community does, SCFA would partner with local non-profits; offering event services and facilities to support their fund-raising efforts. The goal is to create an event incubation campus that allows local non-profits to take advantage of free or low-cost event services to develop and grow their fund-raising events.

Equally important is the role the fairground plays in raising the profile of Solano County to the rest of the Bay Area, Northern California, and the western states. It is a well-documented fact that Solano County’s non-profits are woefully underrepresented in terms of philanthropic or foundation support comparable to the rest of the Bay Area. Truth be told, if we could just get large foundations to recognize that Solano County is part of the Bay Area, we could consider a major hurdle cleared. The Solano County Fairgrounds can be and should be a major contributor to that effort.

- **Supporting the Local Ag Community** – We are losing prime agricultural land to urbanization and fewer and fewer people are choosing farm life as a profession. SCFA has had serious discussions with Sustainable Solano Inc. and is working closely with them on their work to create Solano Community Food Centers; small-scale, consumer-driven food businesses, sourced by local farmers.

SOLANO COUNTY FAIRGROUNDS 2019 MARKETING & PROMOTIONS – DRAFT 11-20-18

Marketing and promotion of the Solano County Fairgrounds requires a broad-reaching and multi-faceted approach in order to reach the wide range of customer demographics and interests served by the various products produced at the Fairgrounds. These products include the annual Fair, the Solano Race Place, the RV Park, the electronic billboard and rental of Fairgrounds facilities. Overall, the marketing objective for these consumer-driven activities is to position the Solano County Fairgrounds as a primary choice for year-round entertainment, recreation and events in order to increase revenue by maximizing guest usage and enjoyment.

In addition to consumer marketing, the Fairgrounds also engages in awareness marketing in support of its nonprofit activities which include the annual Youth Ag Day and sponsorship generation in order to supplement its budget, help strengthen the financial stability of the organization and deeper engage the community in continuing the vitality of the Fairgrounds.

Marketing is an intrinsic part of the growth and success of businesses. This is equally true for nonprofits as it is for for-profit companies. The marketing and promotion activities of the Fairgrounds serve multiple purposes including the following.

- Inform the public of Fairgrounds products and activities
- Increase Fairgrounds business and add to its financial stability
- Build awareness of the Fairgrounds as a vital community resource
- Reach new audiences to increase the Fairgrounds customer base
- Increase business for public events (facility rentals) at the Fairgrounds thus generating increased revenue for the Fairgrounds
- Engage prospective donors and sponsors
- Encourage development of a volunteer base to support activities
- Contribute to the economic development of the City of Vallejo and Solano County

According to Prosper Strategies, a leading communications consultant for the nonprofit sector based in Chicago, direct marketing activities for nonprofits (excluding staff costs) usually equate to somewhere between 5 and 15 percent of the organization's total operating expenses. In 2018, the Fairgrounds allocated 1.5% of its total budget to marketing. The 2019 budget recommendation includes a marginal increase, bringing the marketing budget to 2.46% of total budget expenditures. These costs are distributed as follows.

Facility Rentals & General Fairgrounds Promotion	\$25,000
Solano Race Place	\$12,500
Annual Fair	\$10,000
Bounty of the County	\$10,000
Video Production (Fair & Year-Round Events)	\$2,000
Data & Survey Collection	\$3,900
Total	\$63,400

Marketing and promotion activities vary for each of the Fairgrounds products based on analysis of potential customers, marketing goals, market opportunities and other factors throughout the calendar year. A marketing plan is established for the year based on past activities and anticipation of future opportunities, but is intended to remain flexible within the budget allocations in order to take advantage of special discounts and partnership opportunities that frequently arise with limited advance notice.

In addition to paid marketing, the Fairgrounds also utilizes free promotions to increase our marketing reach. These include: media releases; speaking at community and service group meetings; self-promotion on the Fairgrounds electronic billboard; listing on social media sites such as Yelp, EventCrazy and Nextdoor; Facebook and Twitter postings; email blasts; and a continually updated web site. The Fairgrounds web site will be a particular highlight for 2019 as a completely redesigned web site will be launched in the first quarter with a modern look and feel, mobile device compatibility, and enhanced user features. The web site will continue to be managed in-house, saving costs over outsourcing, and allowing for flexibility and better response time for information updates.

Solano County Fairgrounds Market Data

County	Total Population	Male Population	Female Population	Median Age	Average Household Income	Total Households	Average People Per Household	Average High in January	Average Low in January	Average High in July	Average Low in July
Solano	416,974	207,158	209,816	36.01	\$84,746.00	145,061	2.79	54.70° F	39.10° F	89.60° F	57.60° F
Contra Costa	1,081,256	526,573	554,683	37.86	\$105,084.00	384,218	2.79	55.50° F	40.00° F	84.70° F	60.30° F
Alameda	1,542,400	755,917	786,483	36.30	\$93,323.00	560,293	2.69	56.00° F	37.40° F	87.50° F	57.20° F
Napa	99,865	50,416	49,449	38.37	\$89,132.00	35,251	2.73	55.55° F	36.15° F	86.30° F	54.40° F
Sonoma	496,064	243,748	252,316	39.23	\$83,663.00	188,222	2.58	57.60° F	39.60° F	89.50° F	54.60° F
Marin	257,108	125,958	131,150	44.32	\$133,128.00	103,882	2.39	54.00° F	41.80° F	79.60° F	54.90° F
Yolo	209,921	102,187	107,734	30.20	\$76,902.00	72,775	2.79	54.30° F	39.50° F	95.20° F	60.20° F
Primary Mkt. Totals	4,103,588	2,011,957	2,091,631								
		Primary Mkt. Averages		37.47	\$95,139.71	212,815	2.68	55.38° F	39.08° F	87.48° F	57.03° F
San Francisco	813,472	413,451	400,020	36.68	\$104,879.00	357,561	2.22	56.83° F	45.54° F	65.39° F	54.08° F
Sacramento	673,923	328,395	345,530	33.86	\$70,157.00	246,727	2.67	54.05° F	39.70° F	93.01° F	60.00° F
Totals & Averages Including Sacramento & San Francisco	5,590,983	2,753,803	2,837,181								
		Averages		37.11	\$92,976.83	167,403	2.56	55.39° F	40.38° F	84.83° F	56.36° F

Local Climate

Vallejo enjoys a mild, Mediterranean climate year-round with gentle breezes off our waterfront. The average temperature ranges from a low of 48°F to a high of 70°F. The climate mirrors that of San Francisco, but with temperatures typically ten degrees warmer. Average annual rainfall is 18 inches, falling primarily between October through April. Dress is casual year-round and layered clothing is recommended.

- The average winter temperature is 47.0°F.
- The average spring temperature is 58.2 °F.
- The average summer temperature is 70.3 °F.
- The average fall temperature is 62.9 °F.

**Solano County Fairgrounds
Public Outreach Survey – August 24 to September 14, 2018
Executive Summary**

Background

On July 27 and 28, 2018, the Solano County Fair Association (SCFA) held a Strategic Planning Workshop in order to prepare a 2018-19 Strategic Plan. Four goals were established during the Workshop, one of which was “Establishing and Defining Our Identity.” One of the two objectives under this goal was to create and circulate a public outreach survey.

To that end a survey was developed, with staff and Board of Directors input, to cover a broad range of topics touching on the primary operations of the SCFA as well as to gather general information about entertainment preferences and basic demographics.

Implementation

The survey was designed using Constant Contact’s email survey tool allowing it to be easily distributed to the SCFA’s email list comprised of over 5,000 subscribers. While Constant Contact does not have the most sophisticated data analysis tool compared to other survey generators, using it to create and distribute the survey was a free feature of the SCFA’s program subscription. It also had the added benefit of collecting respondents’ email contact information (with their permission) which was added to SCFA’s email database growing it to over 5,300 subscribers.

In conjunction with the email distribution, the survey link was posted to the SCFA’s Facebook page which has over 4,200 followers. Additionally, the post was supplemented with a paid “boost” of \$100 total over the three week survey period. The boost expanded the reach of the Facebook post to a total of 11,708 people, 18 years or older within approximately a 30 mile radius of Solano County.

Respondents were encouraged to complete the survey with the opportunity to win two admission tickets to Six Flags Discovery Kingdom. The tickets came at no direct cost to the SCFA as they were part of a cross-promotional agreement made earlier in the year between the two businesses.

Results

A total of 581 people responded to the survey, 338 email subscribers and 243 Facebook users, providing a significant sample size in order to analyze responses and gain insight into public opinions regarding the SCFA’s activities.

In survey methodology, the number of responses received is roughly reflective of a population size of 500,000 people with a 95% confidence level and a 4% margin of error. In other words, the survey results can be taken as having a 95% certainty of accurately reflecting the attitudes of a population slightly larger than Solano County (430,000 residents) with responses deviating within a 4% range.

The survey was broken down into topical sections with both closed and open-ended questions. Several questions allowed for more than one answer per respondent, thus generating percentage totals greater than 100%. Survey responses are summarized as follows.

Section 1 – Solano County Fair

A majority of respondents (58.3%) did not attend the 2018 Solano County Fair. When asked why not, the overwhelming response was due to conflicts arising from work or personal schedules. This was closely followed by saying that the two day format did not give enough days to attend based around other activities, and “lack of entertainment” was a moderately distant third reason.

Of those who did attend the 2018 Fair (40.1%) most attended to spend time with friends and family (63.8%), with free admission, the livestock barns/exhibitions and food (in that order) getting the next highest rankings within a few percentage points of each other (an average of 38.6% each).

The last time most respondents (49.7%) attended the Fair was in 2017 followed by attending 2 to 4 years ago (21.6%).

Responses were somewhat evenly split between whether Fair guests would prefer free Fair admission and purchasing separate tickets for “add on” activities like concerts (40.1%) versus paying for Fair admission that included special activities (35.1%). 14.4% had no preference.

A majority of respondents (54%) would be willing to pay for premium reserved seating at concerts and other Fair special events.

Section 2 – Web Site & Solano Race Place

To determine awareness and use of the SCFA web site, respondents were asked what pages they had viewed on the site. The annual Fair page ranked highest (60.6%) with the Upcoming Events page ranking second (53.5%). The Youth Ag Day page came in a distant third (17.3%) with responses relatively equal across other pages.

Most respondents (68.1%) had never been to the Solano Race Place with the primary reasons being no interest in horse racing or in gambling. Several respondents also said that they were unaware of the Solano Race Place or what it was. Of those who have been to the Solano Race Place, over half had purchased food and/or a beverage with a slightly smaller number indicating they had made a race bet.

In general, survey respondents did not appear to be horse racing or gambling enthusiasts. 79.1% did not watch or make a bet on any of the Triple Crown races and 62.6% would not consider betting on a sporting event of any type.

Section 3 – Facility Rentals

A relatively small section of respondents (17.5%) have considered holding an event at the Fairgrounds. Of those who considered holding an event, 32.4% actually did have their event at the Fairgrounds. Location was the primary factor influencing the decision (75%), followed by cost (43.7%), facilities (37.5%) and Fairgrounds staff (31.2%). The event type was evenly split between public and private.

Of those who considered holding an event at the Fairgrounds but didn’t (67.6%), cost was the primary reason for the decision (45.5%). This was followed by location (17.6%) and an equal amount of responses for facilities and contract/insurance requirements (14.7%). A variety of other responses also

included the event was too small for the facilities, desired dates were not available, amenities were outdated, a different venue was chosen and the event itself was cancelled.

The overwhelming answer by respondents who had not considered holding an event at the Fairgrounds (65.9%) as to why not was simply that they had no reason to book an event at any facility. A distant second response was that they were unaware that events could be booked at the Fairgrounds, particularly smaller events and private events.

Section 4 – Other Fairgrounds Operations

- Youth Ag Day:
 - 38.5% are aware of the event
 - 42.1% are not
 - 19.2% had no response
- RV Park:
 - 45.2% are aware of the RV Park
 - 35.4% are not
 - 19.2% had no response
- Digital Billboard:
 - 57.3% are aware of the Fairgrounds' digital billboard
 - 23.4% are not
 - 19.2% had no response
- Attended an event at the Fairgrounds:
 - 53.7% had attended a public or private event
 - 27% had not
 - 19.2% had no response

When asked what type of event was attended, the overwhelming top response was the annual Solano County Fair. Other events that had multiple responses included RV shows, Youth Ag Day, dog shows, concerts and dances, gun shows, the Lantern Light Festival and private events of various types.

Section 5 – Entertainment Preferences & General Demographics

A final series of questions were asked in order to gather general information about the respondents. The goals of these questions were to learn about some basic entertainment preferences, understand how respondents get their news and event information, and collect baseline demographics to help better analyze survey responses.

Musical entertainment was prominent among activities respondents enjoy, with concerts ranking #1 (80%) and music festivals #3 (59.8%). Family activities and events ranked #2 (65.3%). Comedy performances and animal related events came in next in a tie (53.2%), followed by craft shows (48.2%), sporting events (43.3%), car shows (38%) and participatory sporting events like mud runs or 5K races (21.5%). The dominant response for "other" was "California" indicating an interest in outdoor activities.

Respondents were asked what type of music they listen to in order to inform potential Fairgrounds entertainment programming as well as choices in marketing expenditures via radio. R&B was the top response (54.2%), followed by classic rock (46.1%), country (44.1%), Top 40 (40.7%) and jazz (33.7%). Additional responses were spread across a wide variety of other types of music.

Somewhat surprisingly, print media ranked highest on how respondents get their news and event information, with the combined responses for newspaper, community magazines and event guides equaling (93.7%). Digital sources followed with Facebook coming in second (68.7%), followed by internet search (57.4%) and other combined online sources (53.4%). Television had a strong showing at 53.6%, with radio and word of mouth both receiving 46.6%.

- 58.1% of respondents were female
12.7% were male
28.9% declined to answer
- 16.3% of respondents were age 18 to 34
13.7% were age 35 to 44
16.6 % were age 45 to 54
17.5% were age 55 to 64
8.2% were age 65 or older
- 6.5% of respondents were African American
8% were Asian or Pacific Islander
38.3% were Caucasian
9.8% were Hispanic or Latino
3.4% responded other
33.6% declined to answer
- Based on zip code responses, 84.8% of respondents reside in Solano County. Of those, responses were broken down by city as follows.
Vallejo, 38%
Fairfield, 12.5%
Vacaville, 11.2%
Benicia, 7.5%
Dixon, 5.2%
Suisun City, 4.3%
Rio Vista, 1.2%.

Summary

As the first comprehensive public outreach survey done in several years, the results are extremely useful in understanding our current position in the marketplace as well as providing insight into community perceptions about our programs and facilities. Overall, results across the board show great room for growth in both community awareness and utilization of the facilities and activities at the Fairgrounds. How this is achieved is an ongoing process requiring both organic and paid promotion techniques.

In helping reach our Workshop goal of “Establishing and Defining Our Identity”, the survey provided baseline data that can be refined in follow up surveys and/or focus groups to further explore each of the Fairgrounds’ operations areas individually for more detailed understanding. It is anticipated that this will be an ongoing process as part of the 2018-19 Strategic Plan.

Major Equipment Purchases

06/01/1999	Sweeper-Scrubber	\$ 17,297.50
06/01/1999	Sweeper-Scrubber- Funded by CFSA	\$ 13,814.00
07/01/2001	Chairs (2,000)	\$ 17,680.00
12/01/2001	Drapes- McCormack Hall	\$ 4,095.68
06/01/2002	Picnic Tables	\$ 4,933.16
01/07/2003	Carpet cleaner 800 PSN Gal Supernova	\$ 2,954.48
02/22/2003	Commercial Sprayer	\$ 2,956.25
05/27/2003	1990 Dodge Dakota	\$ 1,650.00
12/11/2003	Toyota Truck 1994	\$ 2,500.00
05/07/2004	Double Door Freezer	\$ 2,545.86
08/31/2007	Sweeper/Scrubber	\$ 17,716.88
01/05/2009	Forklift	<u>\$ 16,750.50</u>
		\$104,894.31

McCormack Hall

McCormack Hall Specifications

Primary Event Space	16,000 square feet (with 1,600 square feet in foyer)
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Maximum Occupancy	2,500
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Maximum Seating Capacities

6-foot Rounds 768

8 Foot Banquet Tables	1216
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Theatre Style	1936
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(includes 40 foot set back for stage/back of house)

Trade show – 10'x10' booths 80

Building Amenities

Floor and perimeter electrical outlets

Building-wide PA system

Men's and Women's Restrooms

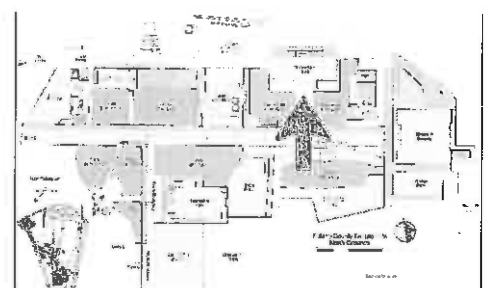
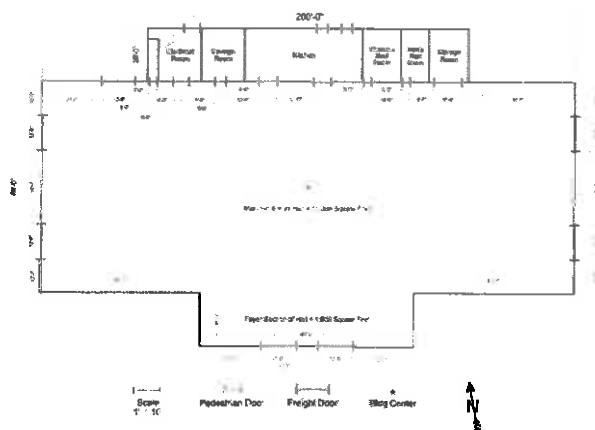
Storage Rooms and/or Green Rooms

Full Commercial Kitchen



McCORMACK HALL IMPROVEMENTS

04/01/2001	McCormack Hall- Roof	\$34,887.00
04/01/2001	McCormack Roof Final Pymt	\$ 3,873.97
07/01/2004	ADA Restroom Upgrade (McCormack)	\$18,927.57
07/12/2017	McCormack Door Project/REPAIR MCCORMACK HALL	\$20,707.62
08/31/2017	McCormack Door Project /REPAIR EXIT DOOR HARDWARE	\$ 3,801.20
09/21/2017	McCormack Door Project / DOOR PROJECT	\$ 946.42
10/20/2017	McCormack Door Project / REPLACEMENT/REPAIR	<u>\$ 2,631.60</u>
		\$85,775.38



Exposition Hall

Expo Hall Specifications

Primary Event Space	14,976 square feet
Maximum Occupancy	2,600

Maximum Seating Capacities

6 Foot Rounds	768
8 Foot Banquet Tables	960
Theatre Style	1800
<i>(includes 40 foot set back for stage/back of house)</i>	
Trade Show – 10'x10' booths	74

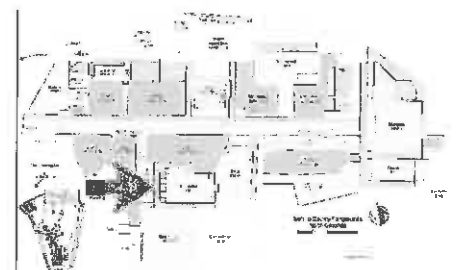
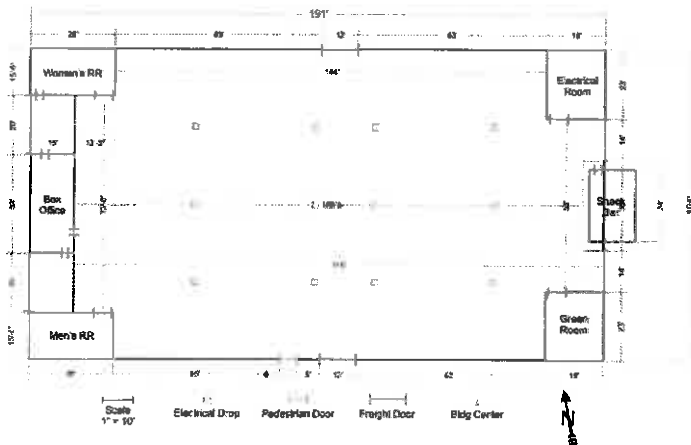
Building Amenities

Overhead, floor and perimeter electrical outlets
 Building-wide PA system
 Wi-Fi service
 Men's and Women's Restrooms
 Box Office Capability
 Storage Rooms and/or Green Rooms
 Full Service Snack Bar



EXPOSITION HALL IMPROVEMENTS

07/1/2000	Expo Roof	\$52,196.00
07/1/2001	Twilight Café Enhancements	<u>\$18,518.83</u>
		\$70,714.83



County Building

County Building Specifications

Primary Event Space 4,486 square feet
+ 2,678 square feet in foyer

Maximum Occupancy 640

Maximum Seating Capacities

6 Foot Rounds	228
8 Foot Banquet Tables	280
Theatre Style	480
<i>(includes 15-foot setback for stage/back of house)</i>	
Trade Show – 10'x10' booths	35

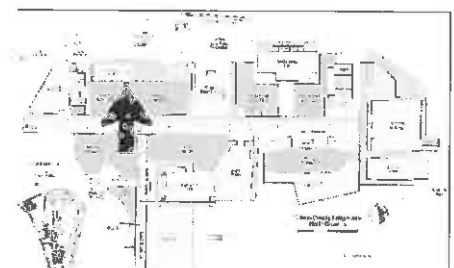
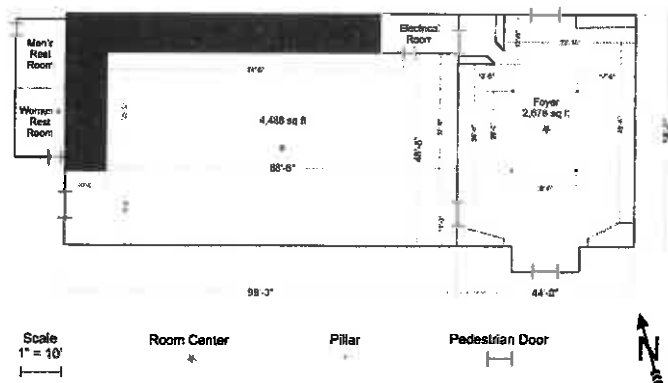
Building Amenities

Floor and perimeter electrical outlets
Building-wide PA system
Wi-Fi service
Men's and Women's Restrooms
adjacent to building



COUNTY BUILDING IMPROVEMENTS

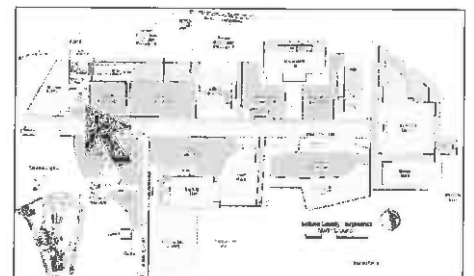
06/13/2000	Cement Slab-Flower Garden	\$ 2,000.00
02/15/2006	Heater- County Bldg.	\$ 3,684.00
04/01/2010	Carpet - County	<u>\$11,931.88</u>
		\$17,615.88



Administration Complex

ADMINISTRATION COMPLEX IMPROVEMENTS

06/13/2000	Telephone Cable Replacement	\$40,000.00
07/01/2000	Telephone Cable Replacement	\$ 8,500.00
04/01/2001	Phone system (19 phones installed)	\$ 9,201.53
07/01/2001	Phone line replacement (final phase)	\$13,312.51
05/03/2016	START ENERGY RELAMP CEILING LIGHT	<u>\$ 1,271.00</u>
		\$72,285.04

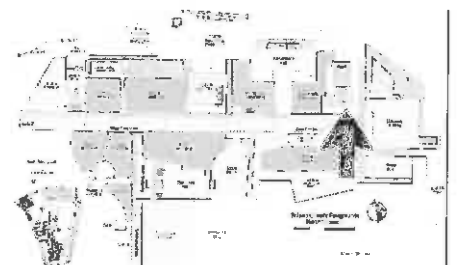
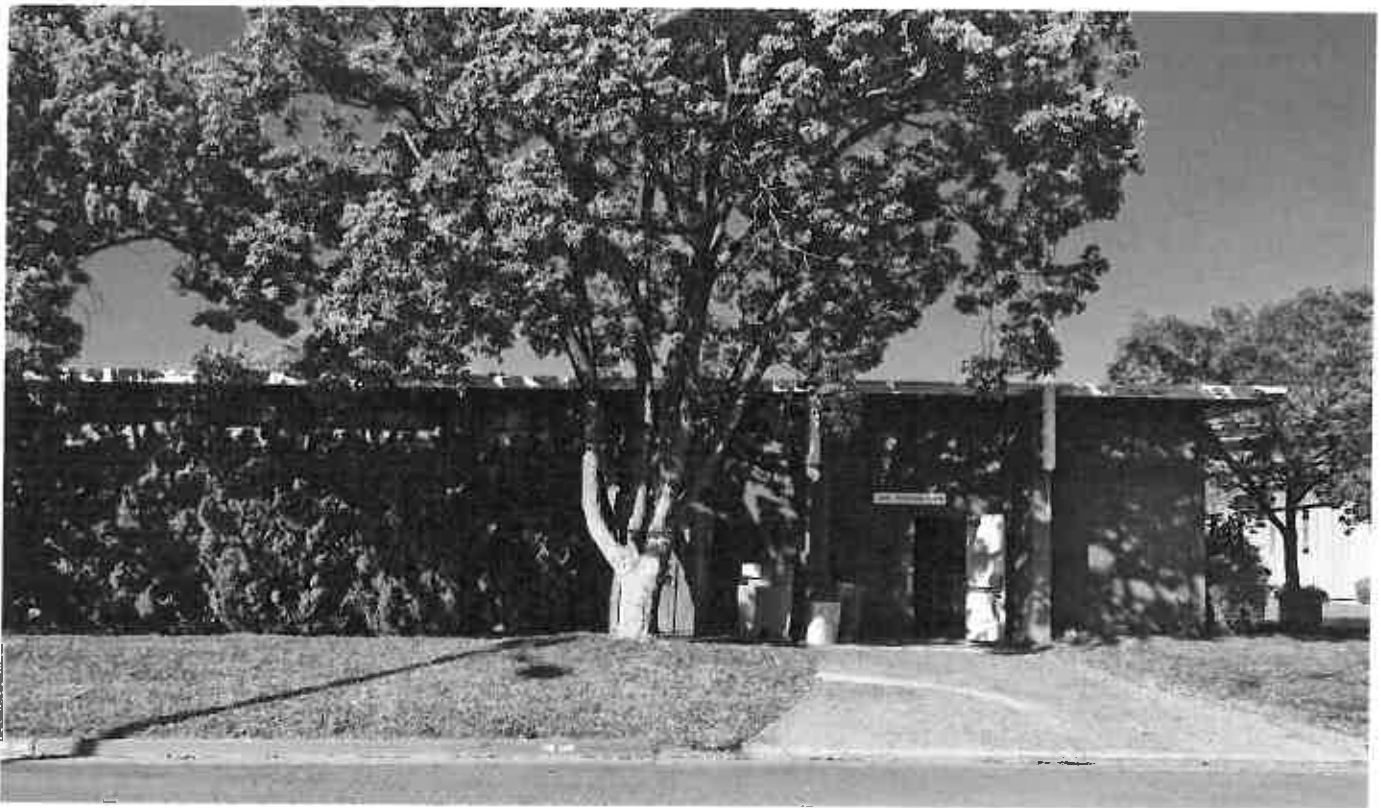


Vallejo Gem and Mineral Club Unit

VALLEJO GEM AND MINERAL CLUB IMPROVEMENTS

11/20/2013 Reznor Heater

\$3,658.00



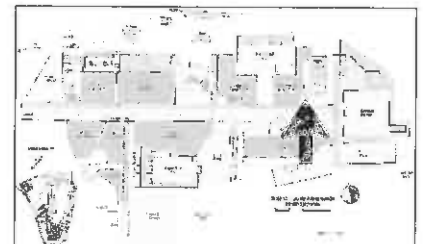
Maintenance Meeting Room Unit

MAINTENANCE MEETING ROOM IMPROVEMENT

11/30/2003

Heater- Reznor FE75 Maintenance Dept

\$1,990.00

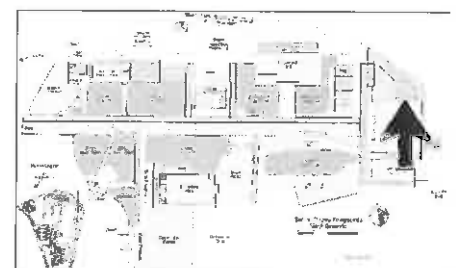


Maintenance Shed Unit

MAINTENANCE SHED IMPROVEMENTS

06/07/1999 Trash Compactor sc-t2-20

\$33,213.99



Livestock Building

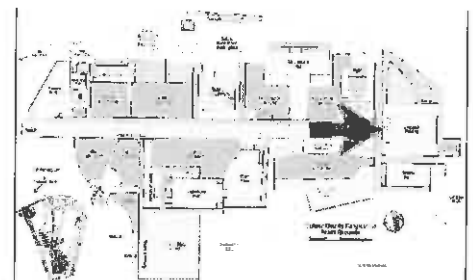
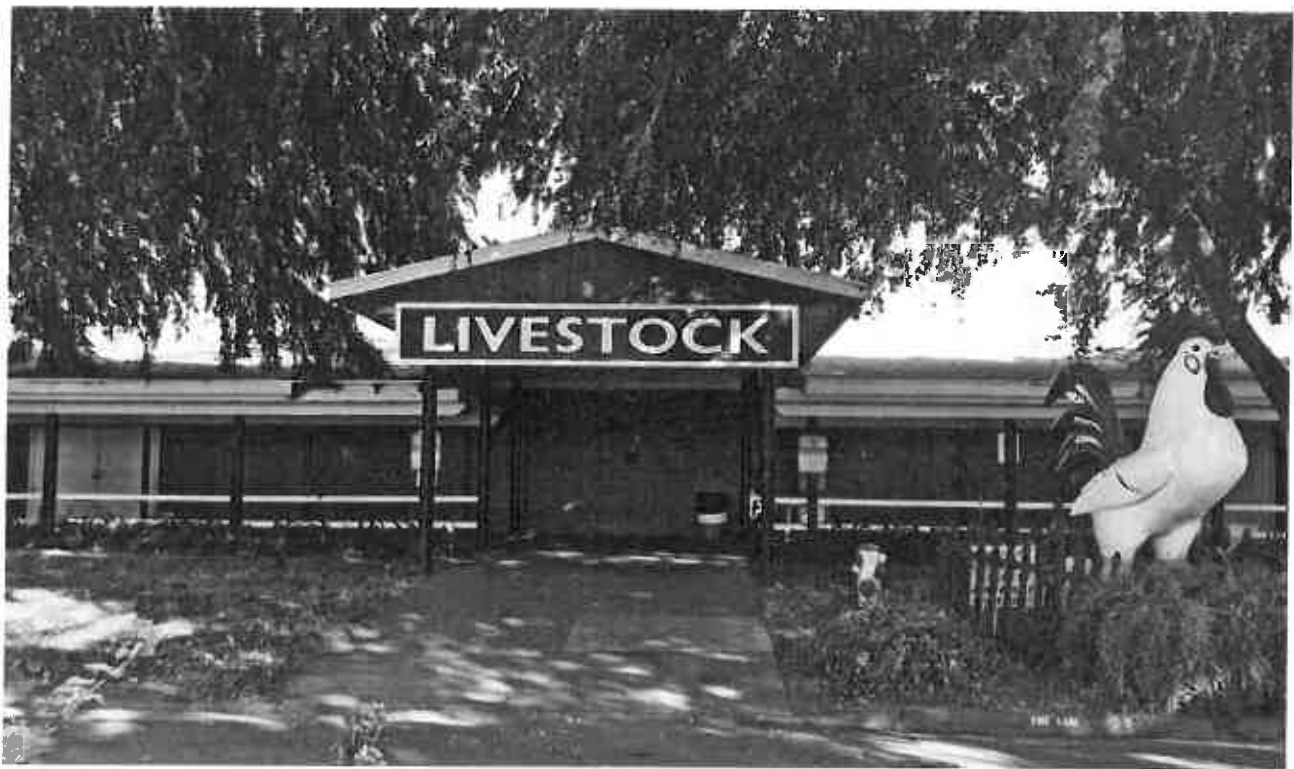
LIVESTOCK BUILDING IMPROVEMENTS

07/01/2001 Livestock building light fixtures
06/30/2016 SHADE CLOTH - LIVESTOCK

\$ 7,500.00

\$ 2,830.83

\$10,330.83



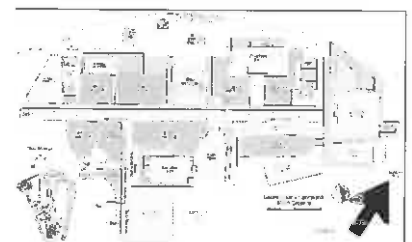
RV Park

RV PARK IMPROVEMENTS

01/13/2004

Modular restroom

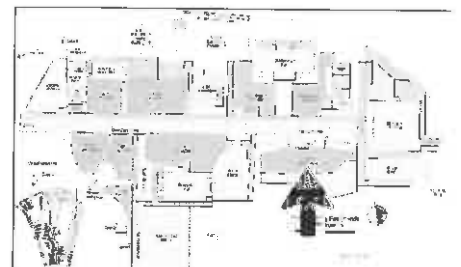
\$47,041.25



Concert Arena

CONCERT ARENA IMPROVEMENTS

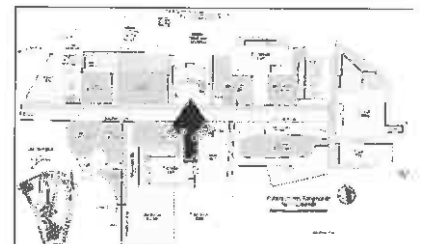
07/01/2001	Sports arena enhancements	\$335,445.42
02/01/2002	Perimeter Fence- Arena	\$ 13,297.00
07/01/2002	Sod and sprinkler system- Arena	<u>\$ 54,469.64</u>
		\$403,212.06



Gibson Hall / Solano Race Place

GIBSON HALL / SOLANO RACE PLACE IMPROVEMENTS

06/13/2000	HVAC- Gibson Hall	\$ 40,000.00
07/01/2001	Generator for Gibson Hall	\$ 22,775.00
08/13/2014	Trim Paint	\$ 61.66
08/14/2014	New Roof- Gibson Hall	\$ 64,117.92
10/17/2014	Carpet Replacement & Installation	\$ 19,880.00
11/05/2014	Building Repairs, Replacement & Upgrades	\$ 34,394.82
11/17/2014	Replace AC Compressor	\$ 2,762.22
07/21/2016	NEWCOMB REPAIR EXTERIOR DOOR	\$ 384.25
		\$184,375.87

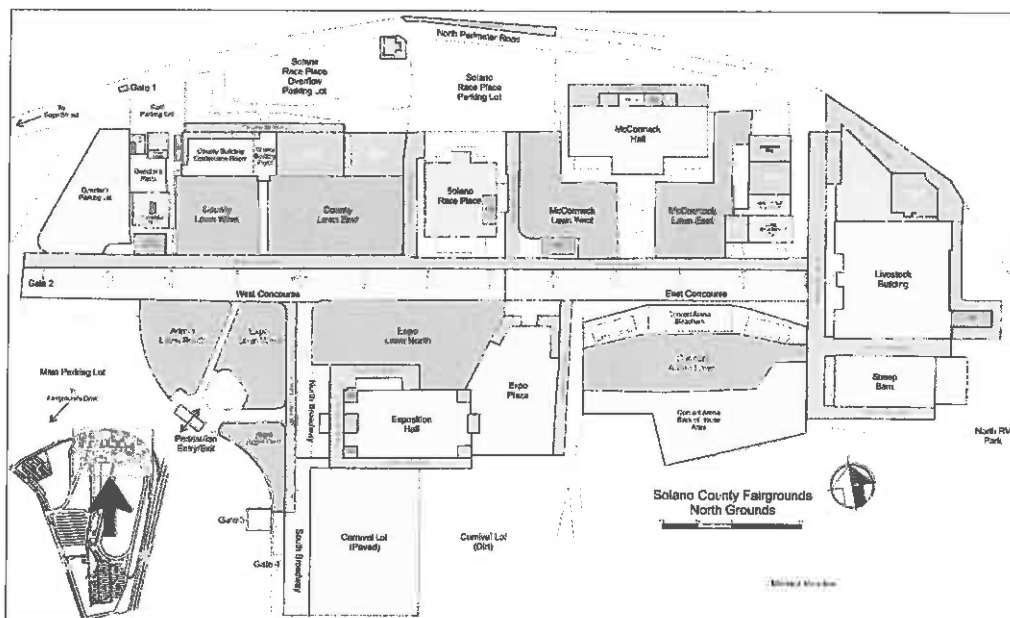


North Grounds

NORTH GROUNDS IMPROVEMENTS

07/01/2000	Paving	\$ 39,383.05
07/01/2001	Electrical upgrade project	\$ 64,920.41
05/01/2001	Aerial survey	\$ 13,210.94
06/01/2001	Security barrier arm gate	\$ 7,981.00
07/01/2002	Major electrical upgrade	\$ 15,000.00
07/01/2004	Fencing	\$ 6,700.00
08/15/2014	Repair perimeter fencing & gates (Sage St. & Hwy 37)	\$ 2,952.00
08/15/2014	Repair perimeter fencing (Maintenance Yard)	\$ 350.00
11/03/2014	Replace, Repair, & Upgrade Electrical System	\$ 17,893.00
07/30/2015	Energy efficient light fixture on concourse	\$ 17,322.83
07/01/2016	5500-999-47 Electricity exp - water pipe repair	\$ 8,148.30
07/05/2016	SUNSTATE SCISSOR LIFT RENTAL PAINTING	\$ 393.70
07/05/2016	SUNSTATE BOOM LIFT RENTAL PAINTING	\$ 465.44
07/21/2016	PAINT & MATERIALS FOR FACILITY PAINTING	\$ 2,877.59
07/30/2016	PG&E TRANSFORMER- GEN SET AND LIGHT	\$ 1,900.19
09/06/2016	WATER LINE REPAIR	\$ 12,200.00
03/10/2017	Wages temp - parking lot improvement 2017	\$ 1,571.04
03/10/2017	Wages temp - electricity 2017	\$ 164.80
05/31/2017	PAINT SUPPLIES 3741 5651-19	\$ 548.81
05/31/2017	PAINT SUPPLIES 3741 5651-19	\$ 52.12
05/31/2017	PAINT SUPPLIES 3741 5651-19	\$ 548.81
05/31/2017	PAINT SUPPLIES 3741 5651-19	\$ 551.14
05/31/2017	PAINT SUPPLIES 3741 5651-19	\$ 544.72
05/31/2017	PAINT SUPPLIES 3741 5651-20	\$ 135.85
06/30/2017	Wages temp - facilities paint and polish 2017	\$ 527.25
04/06/2018	REPAIR SAGE STREET FENCING 3948 6157-22	\$ 1,345.00
06/01/2018	SIX FLAGS PARKING LOT LIGHT METER 3975 6239	\$ 3,814.59

\$221,502.58

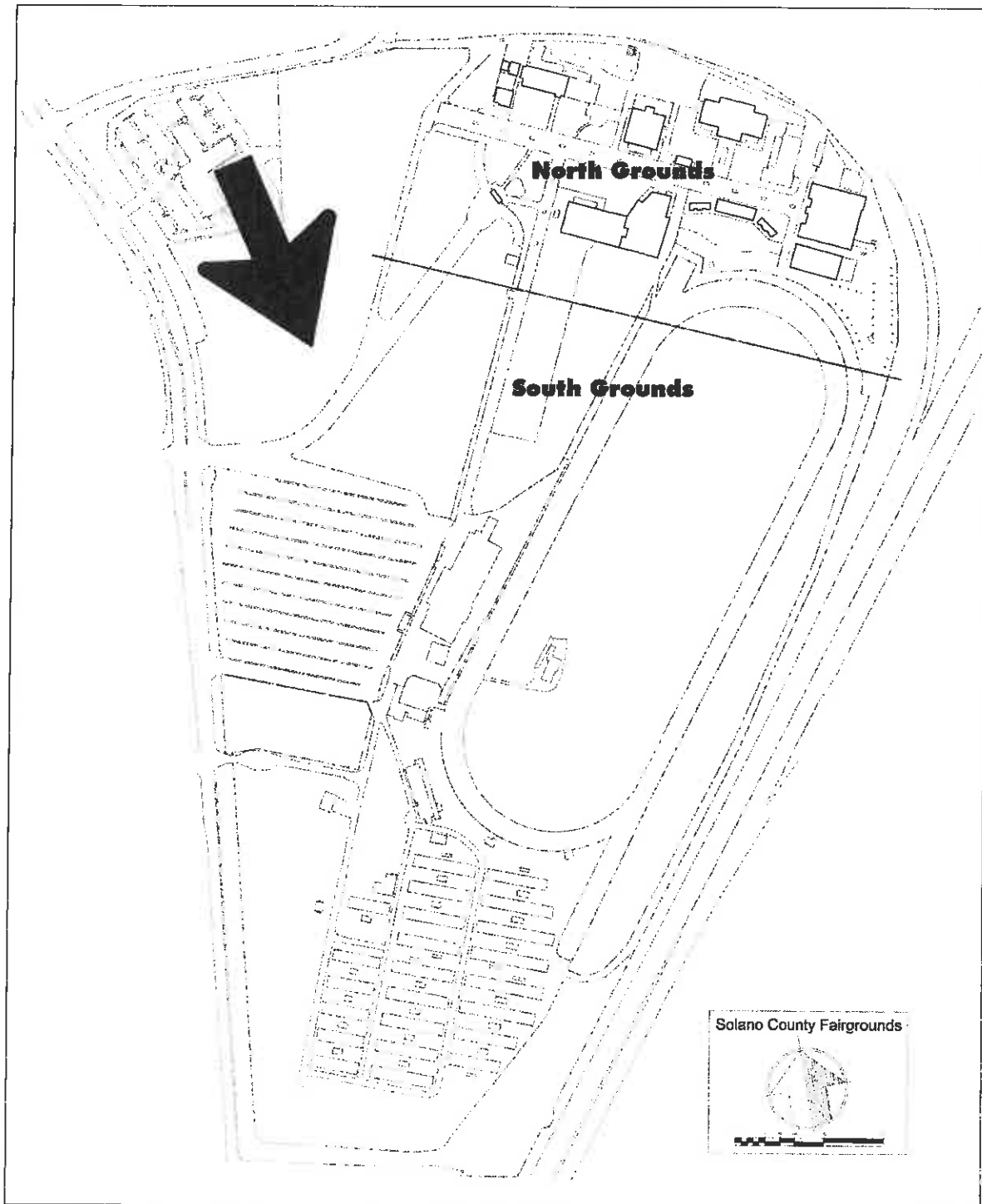


South Grounds

SOUTH GROUNDS IMPROVEMENTS

05/01/2001 Aerial Survey

\$13,210.94



County of Solano
Office of the Auditor-Controller



SOLANO COUNTY FAIR
(A Component Unit of Solano County)

Independent Auditor's Report and Financial Statements
For the years ended December 31, 2017 & 2016

Auditor-Controller: Simona Padilla-Scholtens, CPA
Assistant Auditor-Controller: Phyllis Taynton, CPA
Deputy Auditor-Controller: Kirk Starkey
Auditor: Melinda S. Ingram, CPA

Solano County Fair
(A Component Unit of Solano County)

For the years ended December 31, 2017 & 2016

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Solano County Fair
(A Component Unit of Solano County)
For the years ended December 31, 2017 & 2016

Board of Directors *

Dennis Yen, President

Carole Paterson, Vice President

Kathleen Marianno, Treasurer

Kari Birdseye

Norma Placido

Lee Williams

General Manager:
Stephen Hales

* As of report issuance date

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OFFICE OF THE AUDITOR-CONTROLLER

SIMONA PADILLA-SCHOLTENS, CPA
Auditor-Controller

PHYLLIS TAYNTON, CPA
Assistant Auditor-Controller



**SOLANO
COUNTY**

675 Texas Street, Suite 2800
Fairfield, CA 94533-6338
(707) 784-6280
Fax (707) 784-3553

www.solanocounty.com

Independent Auditor's Report

Board of Directors
Solano County Fair Association
900 Fairgrounds Drive
Vallejo, CA 94589

Report on the Financial Statements

We have audited the accompanying financial statements of the Solano County Fair (Fair), a component unit of the County of Solano, as of and for the years ended December 31, 2017 and 2016, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error or fraud. In making those risk assessments, the auditor considers internal control relevant to the Fair's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Fair's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Solano County Fair as of December 31, 2017 and 2016, and the changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

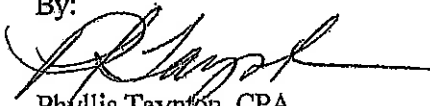
In connection with the audit contained herein, there are certain independence disclosures necessary pursuant to *Generally Accepted Auditing Standards*. As required by various statutes in the California Government Code, County Auditor-Controllers are mandated to perform certain accounting, auditing, and financial reporting functions. These activities may impair an auditor's independence. Although the Auditor-Controller is statutorily obligated to maintain accounts of departments, districts, or funds within the County treasury, we believe the following safeguards and divisions of responsibility exists:

- The Internal Audit Division has the responsibility to perform audits and has no other responsibility for the accounts and records being audited including the approval or posting of financial transactions that would preclude the user of this report from relying on the information contained therein.
- In addition, the Auditor-Controller is an independent elected official and does not engage in management decisions on behalf of the audited entity.

As discussed in Note I, the financial statements present only the Solano County Fair and do not purport to, and do not present fairly the financial position of the County of Solano, as of December 31, 2017 and 2016, the changes in its financial position, or, where applicable, its cash flows for the years then ended in accordance accounting principles generally accepted in the United States of America.

Simona Padilla-Scholtens, CPA
Auditor-Controller

By:


Phyllis Taynton, CPA
Assistant Auditor-Controller

Fairfield, California
October 9, 2018

Solano County Fair

Management's Discussion and Analysis

As management of the Solano County Fair (Fair), we offer readers of the Fair's financial statements this narrative overview and analysis of the financial activities of the Fair for the years ended December 31, 2017 and 2016. We encourage readers to consider the information presented here in conjunction with additional information in our financial statements.

Financial Highlights

- The net position of the Fair was a deficit balance of (\$1,388,502) for calendar year 2017. The Fair's net position at December 31, 2017 is comprised of the following components: \$9,834 is restricted for parking improvements, \$12,940 is restricted for Junior Livestock Auction, \$441,139 is invested in capital assets and a deficit amount totaling (\$1,852,415) is classified as unrestricted. The unrestricted net position is categorized as follows:

Unrestricted net position designated for:	
Pension Obligation Bonds	\$ (734,954)
Net OPEB Liability	(126,691)
Net Pension Liability	(1,455,961)
Deferred Outflows of Resources	443,081
Deferred Inflows of Resources	(187,703)
Capital Improvement Projects	(39,203)
Youth Ag Day	(3,848)
Racing Facilities	(8,775)
Fair Hands Program	(24,414)
Total designated unrestricted net position	(2,138,468)
Undesignated net position	286,053
Total unrestricted net position	<u>\$ (1,852,415)</u>

- The net position of the Fair was a deficit balance of (\$1,166,352) for calendar year 2016. The Fair's net position at December 31, 2016 is comprised of the following components: \$13,960 is restricted for parking improvements, \$13,170 is restricted for Junior Livestock Auction, \$582,725 is invested in capital assets and a deficit amount totaling (\$1,776,207) is classified as unrestricted. The unrestricted net position is categorized as follows:

Unrestricted net position designated for:	
Pension Obligation Bonds	\$ (734,954)
Net OPEB Liability	(99,030)
Net Pension Liability	(1,176,919)
Deferred Outflows of Resources	288,303
Deferred Inflows of Resources	(289,188)
Capital Improvement Projects	(17,397)
Youth Ag Day	(3,848)
Racing Facilities	(10,669)
Fair Hands Program	(9,002)
Total designated unrestricted net position	(2,052,704)
Undesignated net position	276,497
Total unrestricted net position	<u>\$ (1,776,207)</u>

- The Fair had net income of \$68,274 and \$186,506 before depreciation, net pension liability, and OPEB expense in calendar years 2017 and 2016, respectively. The total net position decreased by (\$222,150) and (\$43,987) as a result of calendar year 2017 and 2016 operations, respectively.

	<u>2017</u>	<u>2016</u>
Net income before non-cash items:	\$ 68,274	\$ 186,506
Less non-cash items:		
Depreciation expense	(239,984)	(260,069)
Pension (expense)/income	(22,779)	51,434
OPEB expense	(27,661)	(21,858)
Change in total net position	<u>\$ (222,150)</u>	<u>\$ (43,987)</u>

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Fair's financial statements. The financial statements are designed to provide readers with a broad overview of the Fair's financial position as of the end of the calendar years 2017 and 2016.

The statement of net position presents information on the Fair's assets/deferred outflows of resources and liabilities/deferred inflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Fair is improving or deteriorating.

The statement of revenues, expenses, and change in net position presents information showing how the Fair's net position changed during calendar years 2017 and 2016. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods.

The statement of cash flows provides information about the sources of cash and cash equivalents (i.e., cash receipts) and the uses of cash and cash equivalents (i.e., cash disbursements). The statement of cash flows reconciles the cash and cash equivalents amount presented on the beginning statement of net position to the cash and cash equivalents amount presented on the ending statement of net position (i.e., the change in cash for the period). The cash concept is used because creditors and other interested parties need information about the entity's available cash and cash needs (i.e., ability to pay obligations, etc.).

The financial statements can be found on pages 12-14 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes to the financial statements can be found on pages 15-23 of this report.

Financial Analysis of the Fair

As noted earlier, net position may serve over time as a useful indicator of an entity's financial condition. In the case of the Fair, assets/deferred outflows of resources were less than liabilities/deferred inflows of resources by (\$1,388,502) and (\$1,166,352) at December 31, 2017 and 2016, respectively.

Solano County Fair
(A Component Unit of Solano County)
Statement of Net Position
December 31, 2017 & 2016

	2017	2016
Assets:		
Current assets	\$ 460,508	\$ 438,249
Noncurrent assets	832,773	1,069,867
Total assets	<u>\$ 1,293,281</u>	<u>\$ 1,508,116</u>
Deferred Outflows of Resources:		
Deferred outflows related to pensions	\$ 443,081	\$ 288,303
Total deferred outflows of resources	<u>\$ 443,081</u>	<u>\$ 288,303</u>
Liabilities:		
Current liabilities	\$ 458,574	\$ 362,838
Noncurrent liabilities	2,478,587	2,310,745
Total liabilities	<u>2,937,161</u>	<u>2,673,583</u>
Deferred Inflows of Resources:		
Deferred inflows related to pensions	\$ 187,703	\$ 289,188
Total deferred inflows of resources	<u>\$ 187,703</u>	<u>\$ 289,188</u>
Net Position:		
Invested in capital assets, net	441,139	582,725
Restricted for:		
Junior Livestock Auction	12,940	13,170
Parking lot improvements	9,834	13,960
Unrestricted	(1,852,415)	(1,776,207)
Total net position	<u>\$ (1,388,502)</u>	<u>\$ (1,166,352)</u>

The Fair's net investment in capital assets totaled \$441,139, or approximately 32% of the Fair's net position at December 31, 2017. The Fair's net investment in capital assets totaled \$582,725, or approximately 50% of the Fair's net position at December 31, 2016. The investment in capital assets is composed of land, structures and improvements and equipment, less any related outstanding debt used to acquire those assets. The Fair uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Fair's investment in its capital assets is reported net of related debt, it should be noted the resources needed to repay this debt, if any, must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Fair's net position is controlled by external or other restrictions and totals \$22,774 and \$27,130 or approximately 2% of total net position at December 31, 2017 and December 31, 2016, respectively. These amounts represent resources subject to restrictions on how they may be used based on contractual agreements (parking lot improvements) and by State law (junior livestock auction). The remaining balance of unrestricted net position is a net deficit amount totaling (\$1,852,415) and (\$1,776,207) or approximately 133% and 152% of total net position at December 31, 2017 and December 31, 2016, respectively. The total unrestricted net position is comprised of the amounts designated for the net pension liability, pension obligation bonds, the Other Post-Employment Benefits (OPEB) liability, and capital improvement projects, racing facilities, and the Fair Hands Program.

The key elements in the significant changes in current/non-current assets/deferred outflows of resources and current/non-current liabilities/deferred inflows of resources are as follows:

Current assets: Current assets increased by \$22,259 or approximately 5% from December 31, 2016 to 2017. The increase is due to a greater amount of accounts receivable more specifically from Solano County for services provided regarding the Atlas Fire.

Non-current assets: Non-current assets decreased by (\$237,094) or approximately 22% from December 31, 2016 to 2017. The net decrease is due to the disposal of a number of fully depreciated capital assets (such as portions of the grandstands, jockey quarters, livestock buildings, etc.) that are no longer in service.

Deferred outflows of resources: Deferred outflows of resources increased by \$154,778 from December 31, 2016 to 2017. The increase is attributable to a number of factors, including employer contributions to the pension plan applicable to a future accounting period, amortization and other adjustments as provided in the Cal PERS GASB 68 Accounting Valuation Report.

Current liabilities: Current liabilities increased by \$95,736 or approximately 26% from December 31, 2016 to 2017. This is primarily attributed to increases to guaranteed deposits which is comprised of monies received to secure facility rentals for future use and the current portion of the long-term debt related to the pension obligation bonds.

Non-current liabilities: Non-current liabilities increased by \$167,842 or approximately 7% from December 31, 2016 to 2017. The increase is primarily attributed to the Net Pension Liability which recognizes the Fair's allocated portion of the County's Net Pension Liability for its defined benefit miscellaneous pension plan.

Deferred inflows of resources: Deferred inflows of resources decreased by (\$101,485) from December 31, 2016 to 2017. The decrease is attributable to a number of factors, including current year changes in the net pension liability and related amortization as provided in the Cal PERS GASB 68 Accounting Valuation Report.

Based on the Fair's 2017 and 2016 operating activities net position decreased by (\$222,150) and (\$43,987), respectively. This constitutes a 19% decrease from 2016 to 2017 and a 4% decrease from 2015 to 2016.

<p style="text-align: center;">Solano County Fair (A Component Unit of Solano County) Change in Net Position For the years ended December 31, 2017 & 2016</p>		
	<u>2017</u>	<u>2016</u>
Operating Revenues:		
Charges for services	\$ 3,197,052	\$ 3,155,268
Total operating revenues	<u>3,197,052</u>	<u>3,155,268</u>
Operating Expenses:		
Personnel services	1,269,799	1,205,106
Professional/contracted services	309,788	399,622
Services and supplies	1,602,169	1,400,425
Depreciation/amortization/OPEB	290,422	230,493
Total operating expenses	<u>3,472,178</u>	<u>3,235,646</u>
Operating loss	<u>(275,126)</u>	<u>(80,378)</u>
Non-operating revenues (expenses):		
Interest revenue	976	2,417
County 33 monies	39,932	44,469
State apportionment	30,552	32,487
Other non-operating revenue	27,794	9,216
Interest expense	<u>(46,278)</u>	<u>(52,198)</u>
Total non-operating revenues (expenses)	<u>52,976</u>	<u>36,391</u>
Change in net position	(222,150)	(43,987)
Net position - beginning	<u>(1,166,352)</u>	<u>(1,122,365)</u>
Net position - ending	<u>\$ (1,388,502)</u>	<u>\$ (1,166,352)</u>

The key elements in the significant changes in net position are as follows:

Revenues totaled \$3,296,308, representing \$3,197,052 in operating revenues and \$99,254 in non-operating revenues in 2017 and revenues totaled \$3,243,857, representing \$3,155,268 in operating revenues and \$88,589 in non-operating revenues in 2016. This indicates a net increase of \$52,449 from 2016 to 2017 primarily due to the following:

- Lease revenue increased in the amount \$28,923 due primarily to the annual rate adjustments based on the Consumer Price Index (CPI) and contractual terms of existing lease agreements.
- Junior livestock auction revenues increased by \$38,959 due to more participants (bidders) in the annual event held during the fair. Payments received from bidders are passed along to the respective owners/sellers (youth) and the fair retains a small fee to defray event costs.

- Special Project-Atlas Fire revenue received in 2017 in the amount of \$136,300 was for the reimbursement of expenses incurred due to the Large Animal Evacuation as a result of the Atlas Fire.
- Other non-operating revenue increased by \$10,665 due to funds received from the California Department of Food and Agriculture Fairs Deferred Maintenance Program for the Fair's McCormack Hall Exit Doors and Hardware Project
- Conversely, all other revenue categories had an overall decrease of \$173,084, most specifically fair admissions & carnival/concessions-\$73,369, fair parking/rv space rental-\$13,893, sponsorships-\$16,118, fair hands/ag day donations-\$18,242.

Expenses totaled \$3,518,458 in 2017 and \$3,287,844 in 2016. This represents a net increase of \$230,614. The majority of expenses for 2017 increased in the employee services category \$64,693 as a result of replacing the guest safety position from a contractor to an employee as well as wage adjustments due to the increase in minimum wage. Other expense categories reflecting increases include maintenance & operations-\$27,903, special projects-\$143,605 (which constitutes the Atlas Fire and Deferred Maintenance Program reimbursements), junior livestock auction-\$44,305 (due to increase in annual event participation) and pension expense-\$67,611 (resulting from annual adjustments to the net pension liability).

Capital Asset and Debt Administration

Capital assets. The Fair's investment in capital assets as of December 31, 2017 & 2016 totaled \$441,139 and \$582,725, respectively, (net of accumulated depreciation and related debt). This investment in capital assets includes land, buildings and improvements, and equipment.

Capital asset activities during 2017 included the acquisition of a liquor license and a kegator/beer cooler to accommodate alcohol sales. In addition, several capital assets were disposed of including a computer, trailer, portions of grandstands, jockey quarters and livestock buildings.

Capital assets activities during 2016 included the acquisition of 2 compressors.

		<u>2017</u>	<u>2016</u>
Land	\$	167,085	\$ 167,085
Buildings & improvements		255,571	391,815
Equipment		12,883	17,825
Intangible assets		6,000	6,000
Total capital assets	\$	<u>441,139</u>	<u>\$ 582,725</u>

Additional information on the Fair's capital assets can be found in Note III-A on pages 19-20 of this report.

Long-term debt. At December 31, 2017 & 2016 the Fair had \$2,778,327 and \$2,554,390, respectively, of long-term debt composed of net pension liability, notes payable (pension obligation bonds), lease payable (electronic signboard, overflow parking project), compensated absences and OPEB payable (other postemployment benefits).

	<u>2017</u>	<u>2016</u>
Notes payable – Solano County	\$ 734,955	\$ 734,955
Lease payable	199,634	231,142
Compensated absences	69,086	56,344
Net OPEB liability	126,691	99,030
Net pension liability	1,455,961	1,176,919
Parking lease-Six Flags	192,000	256,000
Total outstanding debt	<u>\$ 2,778,327</u>	<u>\$ 2,554,390</u>

For more information, see Notes III- B and C on pages 20-22 of this report.

Economic Factors and Next Year's Operating Activities

2018 is a year of transition for the Solano County Fair Association (SCFA), the Fairgrounds, and the annual County Fair. SCFA embarks on an ambitious strategic planning process, focusing on strengthening organizational core values while increasing operational efficiencies. The Fairgrounds itself saw the long-awaited beginning of the redevelopment of the southern portion of the grounds. The old live horse racing facilities, including the horse racing grandstand, were removed to prepare the site for the highly anticipated Solano 360 future development. The 2018 annual Solano County Fair marked the first year of our new Fair operating model, one centered on local talent, resources, and attractions. Moving forward, SCFA's core organizational priority will be to continue to successfully serve as a valuable asset for both the County and the community, whether in times of celebration or emergency support.

Requests for Information

This financial report is designed to provide a general overview of the Solano County Fair's finances for all those interested. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Solano County Fair Association, 900 Fairgrounds Drive, Vallejo, CA 94589-4003.

Solano County Fair
(A Component Unit of Solano County)
Statement of Net Position
December 31, 2017 & 2016

	<u>2017</u>	<u>2016</u>
Assets		
Current assets		
Cash in bank	\$ 129,533	\$ 240,350
Cash in county treasury	60,138	40,243
Cash on hand	1,000	6,000
Due from lessees	52,126	46,016
Accounts receivable	209,868	93,219
Prepaid expenses	6,711	4,365
Inventory	1,132	8,056
Total current assets	<u>460,508</u>	<u>438,249</u>
Noncurrent assets		
Capital assets		
Land	167,085	167,085
Buildings and improvements	9,792,687	9,857,905
Equipment	395,047	444,970
Intangible assets	6,000	6,000
Less accumulated depreciation	<u>(9,528,046)</u>	<u>(9,406,093)</u>
Capital assets, net	<u>832,773</u>	<u>1,069,867</u>
Total assets	<u>\$ 1,293,281</u>	<u>\$ 1,508,116</u>
Deferred Outflows of Resources		
Deferred outflows related to pensions	\$ 443,081	\$ 288,303
Total deferred outflows of resources	<u>\$ 443,081</u>	<u>\$ 288,303</u>
Liabilities		
Current liabilities		
Accounts payable	\$ 54,363	\$ 45,695
Payroll payable	40,588	35,736
Guaranteed deposits	52,559	23,194
Unearned revenue	11,324	14,568
Current portion of long-term obligations	299,740	243,645
Total current liabilities	<u>458,574</u>	<u>362,838</u>
Noncurrent liabilities		
Compensated absences payable	57,019	50,917
Lease payable	165,605	199,634
Parking lease	128,000	192,000
Net OPEB liability	126,691	99,030
Net Pension Liability	1,455,961	1,176,919
Payable to Solano County:		
Pension obligation bonds	<u>545,311</u>	<u>592,245</u>
Total noncurrent liabilities	<u>2,478,587</u>	<u>2,310,745</u>
Total liabilities	<u>\$ 2,937,161</u>	<u>\$ 2,673,583</u>
Deferred Inflows of Resources		
Deferred inflows related to pensions	\$ 187,703	\$ 289,188
Total deferred inflows of resources	<u>\$ 187,703</u>	<u>\$ 289,188</u>
Net Position		
Invested in capital assets	441,139	582,725
Restricted for Junior Livestock Auction	12,940	13,170
Restricted for Parking Lot Improvements	9,834	13,960
Unrestricted	<u>(1,852,415)</u>	<u>(1,776,207)</u>
Total net position	<u>\$ (1,388,502)</u>	<u>\$ (1,166,352)</u>

The notes to the financial statement are an integral part of this statement.

Solano County Fair
(A Component Unit of Solano County)
Comparative Statement of Revenues, Expenses, and Changes in Net Position
For the years ended December 31, 2017 & 2016

	2017	2016
Operating Revenues		
Facility rental	\$ 926,952	\$ 938,143
Leases	777,918	748,995
Horse racing - satellite	553,570	563,190
Junior livestock auction	159,544	120,585
Fair admissions	153,392	204,212
Fairtime carnival/concessions	144,760	167,309
Special project-Atlas Fire	136,300	-
Electronic sign	117,418	128,237
Fairtime parking /rv space rental	84,187	98,080
Fair hands/ag day	44,403	62,645
Sponsorship	40,850	56,968
Fairtime commercial space	39,550	48,295
Fair entry fees	9,233	10,407
Gain on sale of capital asset	1,000	3,000
Miscellaneous	7,975	5,202
Total operating revenues	<u>3,197,052</u>	<u>3,155,268</u>
Operating Expenses		
Employee services	1,269,799	1,205,106
Professional/contracted services	309,788	399,622
Utilities	286,683	270,732
Depreciation	239,982	260,069
Special projects	164,716	21,111
Equipment rental	163,475	163,536
Junior livestock auction	159,775	115,470
Pension expense	143,920	76,309
Maintenance & operations	113,779	85,876
Fairtime entertainment	104,780	106,984
Supplies & expenses	102,871	92,158
Liability insurance	94,681	85,185
Advertising / promotion / publications	89,026	92,480
Landscape maintenance assessment	54,221	54,221
Dues, permits & assessments	44,504	54,921
Premium awards	30,240	32,601
Other post employment benefits	27,661	21,858
Travel & training	27,451	28,062
Director's expense	21,145	18,596
Equipment (not capitalized)	8,895	17,697
Donated services / sponsor expenses	3,181	19,835
Miscellaneous	11,605	13,217
Total operating expenses	<u>3,472,178</u>	<u>3,235,646</u>
Operating loss	<u>(275,126)</u>	<u>(80,378)</u>
Nonoperating revenues (expenses)		
State apportionment	30,552	32,487
Interest revenue	976	2,417
Interest expense	(46,278)	(52,198)
Contributions:		
County (.33 funds)	39,932	44,469
Other non-operating revenue	27,794	9,216
Total nonoperating revenue (expenses)	<u>52,976</u>	<u>36,391</u>
Change in net position	<u>(222,150)</u>	<u>(43,987)</u>
Net position - beginning	<u>(1,166,352)</u>	<u>(1,122,365)</u>
Net position - ending	<u>\$ (1,388,502)</u>	<u>\$ (1,166,352)</u>

The notes to the financial statements are an integral part of this statement.

Solano County Fair
(A Component Unit of Solano County)
Comparative Statement of Cash Flows
For the years ended December 31, 2017 & 2016

	<u>2017</u>	<u>2016</u>
Cash flows from operating activities		
Cash received from customers	\$ 3,078,873	\$ 3,141,891
Cash paid to suppliers	(2,006,211)	(1,993,721)
Cash paid to employees	(1,264,947)	(1,180,120)
Net cash used by operating activities	<u>\$ (192,285)</u>	<u>\$ (31,950)</u>
Cash flows from noncapital financing activities		
Cash received from subsidies or grants	\$ 98,275	\$ 86,172
Net cash provided from noncapital financing activities	<u>\$ 98,275</u>	<u>\$ 86,172</u>
Cash flows from capital and related financing activities		
Purchases of capital/intangible assets	\$ (2,888)	\$ (11,335)
Net cash used by capital and related financing activities	<u>\$ (2,888)</u>	<u>\$ (11,335)</u>
Cash flows from investing activities		
Interest income	\$ 976	\$ 2,417
Net cash provided from investing activities	<u>\$ 976</u>	<u>\$ 2,417</u>
Net increase (decrease) in cash	(95,922)	45,304
Cash, January 1	286,593	241,289
Cash, December 31	<u>\$ 190,671</u>	<u>\$ 286,593</u>
Reconciliation of operating income to net cash provided (used) from operating activities		
Operating loss	\$ (275,126)	\$ (80,378)
Adjustments to reconcile net income (loss) to net cash provided (used) by operating activities:		
Non-operating expense	(46,277)	(52,195)
Depreciation expense	239,984	260,069
OPEB expense	27,661	21,858
Pension(income)/expense	22,779	(51,434)
Changes in assets and liabilities:		
(Increase) in due from lessees	(6,110)	(803)
(Increase) in accounts receivable	(116,649)	(11,508)
(Increase)/decrease in inventory-general	6,924	(2,072)
(Increase)/decrease in prepaid expenses	(2,346)	1,006
Increase/(decrease) in accounts payable	8,668	(35,696)
Increase in payroll taxes payable	4,852	24,986
Increase/(decrease) in guaranteed deposits	29,365	(15,484)
Increase/(decrease) in unearned revenue	(3,244)	5,705
Increase/(decrease) in current portion of long-term obligations	10,417	(588)
(Decrease) in non-current portion of long-term obligations	(93,183)	(91,324)
(Decrease) in other liabilities	-	(4,092)
Total adjustments	<u>82,841</u>	<u>48,428</u>
Net cash (used) by operating activities	<u>\$ (192,285)</u>	<u>\$ (31,950)</u>

The notes to the financial statements are an integral part of this statement.

Solano County Fair
(A Component Unit of Solano County)
Notes to the Financial Statements
For the years ended December 31, 2017 & 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Solano County Fair (Fair) is a discretely presented component unit in the County's basic financial statements. The Fair is governed by the Solano County Fair Association (Fair Association) whose members are appointed by the County's Board of Supervisors (the Board). The Fair Association is a 501(c) (3) nonprofit organization established in 1949 to conduct the annual County Fair and oversee the day-to-day operations of the County's fairgrounds property. The Fair Association has been providing educational, cultural, artistic, commercial and recreational programs to the residents of Solano County for over 65 years. The mission of the Fair Association is "to ensure a positive experience for the public by providing a year-round multi-purpose venue that showcases and celebrates the wide variety of resources and activities available to our diverse community."

The activities of the Fair are accounted for as an enterprise fund, a proprietary fund type, which appears as a discretely presented component unit in the Comprehensive Annual Financial Report of the County of Solano, the reporting entity. However, the function and activities of the Fair are not an integral part of the County. The Fair operates under a contract with the County as a self-supporting entity.

B. Measurement Focus, Basis of Accounting and Basis of Presentation

The accounts of the Fair are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. The activities of the Fair are accounted for in an enterprise fund, a proprietary fund type.

A proprietary fund type accounts for business type activity and accounting is similar to commercial accounting. Proprietary funds use the full accrual basis of accounting and should be reported using the economic resources measurement focus. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. In addition, both long-term assets and liabilities are reported on the statement of net position of proprietary fund types.

Enterprise funds, as a proprietary fund type, are used to account for the acquisition and operation of governmental facilities and services that are intended to be primarily self-supported by which the majority of costs are financed or recovered through user charges or where the governing body has decided that the determination of revenues earned, costs incurred, and/or net income is necessary for management accountability.

C. Assets, Liabilities and Net Position

1. *Cash and Equivalents*

The Fair's cash is considered to be demand deposits with other financial institutions (WestAmerica Bank), cash in the County Treasury, and cash on hand. As of December 31, 2017 and 2016, the carrying amount of the Fair's consolidated cash accounts totaled \$190,671 and \$286,593, respectively. The bank account balances are covered by federal depository insurance (up to \$250,000) and any amount above that is collateralized by securities held by the pledging institution in the Fair's name, as required by California Government Code § 53652.

The Fair's cash maintained in the Solano County Treasury is pooled with the County and various other depositors. The Fair's ability to withdraw large sums of cash from the County Treasury may be subject to certain restrictions set by the County Treasurer. The County's pooled cash and investments are invested pursuant to investment policy guidelines established by the County Treasurer and approved by the County Board of Supervisors. The objectives of the policy are (in order of priority): legality, preservation of capital, liquidity, and yield. The policy addresses the soundness of financial institutions in which the County will deposit funds, types of investment instruments as permitted by the California Government Code, and the percentage of the portfolio which may be invested in certain instruments with longer terms of maturity. A detailed breakdown of cash and investments and a categorization of risk factors are presented in the County of Solano Comprehensive Annual Financial Report.

2. *Due from Lessees*

Due from lessees represents amounts due for the use of fairgrounds property as a result of long-term lease agreements.

3. *Accounts Receivable*

Accounts receivable represents amounts due to the Fair per contractual terms of various agreements (e.g. facility rentals) as well as the percentage of handles from racing commissions received for horse race wagering conducted at other (offsite) racetrack locations.

4. *Prepaid Expenses*

Prepaid expenses represent payments to vendors for costs applicable to future accounting periods.

5. *Capital Assets*

Capital assets, which include land, buildings and improvements, and equipment, are recorded at historical cost. Capital assets are defined by the Fair as assets with an initial cost of more than \$1,500 and an estimated useful life in excess of three years. Donated capital assets are valued at their fair value on the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extends assets' lives are not capitalized.

The Fair uses the straight-line method of depreciating assets over the following estimated useful life:

<u>Assets</u>	<u>Years</u>
Buildings	30
Building improvements	20
Vehicles	5
Office equipment	3
Computer equipment	3

6. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then. As of December 31, 2017, the Fair has one item reportable on the Statement of Net Position related to pensions resulting from employer contributions applicable to a future accounting period.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Fair has one item reportable on the Statement of Net Position related to pensions resulting from current year changes to the net pension liability.

7. Accounts Payable

Accounts payable represents the amounts owed for goods and/or services received.

8. Payroll Payable

Payroll payable represents wages and payroll tax expenses incurred but not paid as of year-end.

9. Guaranteed Deposits

The Fair recognizes the monies received to secure the future use of fairground services for interim events as guaranteed deposits.

10. Unearned Revenue

Unearned revenue represents amounts received for services not yet rendered and, therefore, unearned.

11. Compensated Absences

It is the Fair's policy to permit qualified employees to accumulate earned but unused vacation benefits. Accrued vacation is paid at the date of termination from Fair employment at the employees' current pay rate. All leave balances are accrued when earned in the Fair's proprietary fund financial statements.

12. Long-term Obligations

Long-term debt obligations consist of: 1) principal and interest for the Fair's portion of the two series of pension obligation bonds issued by Solano County for prepayment of the County's Unfunded Accrued Actuarial Liability (UAAL); 2) the lease payable incurred in the acquisition of an electronic signboard; 3) the Overflow Parking Lease Obligation with Six Flags Discovery Kingdom; 4) the net OPEB liability for the unfunded annual required contribution and 5) the Fair's portion of the County's net pension liability of the Miscellaneous Plan. The long-term debt obligations are reported as liabilities in the Statement of Net Position.

13. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the County of Solano's California Public Employees Retirement System (CalPERS) Plans and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

14. Future Implementation of New Governmental Accounting Standards

GASB Statement No. 75 –Accounting and Financial Reporting for Postemployment Benefits Other than Pensions

The objective of this Statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits or OPEB). The Fair has not determined what impact, if any, this pronouncement will have on the financial statements. The requirements of this Statement are effective for the Fair's calendar year ending December 31, 2018.

15. Net Position

Net position is categorized as net invested in capital assets, restricted and unrestricted.

- *Net invested in capital assets* – This category groups all capital assets into one component of net position. Accumulated depreciation and the outstanding balances of debt, attributable to the acquisition, construction or improvement of these assets, reduces the balance in this category.
- *Restricted Net Position* – This category represents external restrictions imposed by grantors, creditors, contributors and laws or regulations of other governments, and the restrictions imposed by law through enabling legislation for the implementation of various programs.
- *Unrestricted* – This category represents net position of the Fair not restricted for any project or other purpose.

16. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions. These estimates and assumptions affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budgetary Information

Annual budgets are prepared and adopted in accordance with guidelines established by the State of California Department of Food and Agriculture. The budget is presented in a public meeting, adopted by both the Fair Board and the Solano County Board of Supervisors. However, generally accepted accounting principles (GAAP) do not require proprietary funds to prepare or adopt a budget.

III. DETAILED NOTES

A. Capital Assets

Capital assets activity for the year ended December 31, 2017 was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 167,085	\$ -	\$ -	\$ 167,085
Total capital assets, not being depreciated	167,085	-	-	167,085
Capital assets being depreciated:				
Buildings and improvements	9,857,905	-	(65,218)	9,792,687
Equipment	444,970	2,888	(52,812)	395,046
Intangible assets	6,000	-	-	6,000
Total capital assets, being depreciated	10,308,875	2,888	(118,030)	10,193,733
Less accumulated depreciation for:				
Buildings and improvements	(8,978,947)	(231,752)	65,218	(9,145,481)
Equipment	(427,146)	(7,830)	52,812	(382,164)
Intangible assets	-	(400)	-	(400)
Total accumulated depreciation	(9,406,093)	(239,982)	118,030	(9,528,045)
Total capital assets, being depreciated, net	902,782	(237,094)	-	665,688
Capital assets, net	\$ 1,069,867	\$ (237,094)	\$ -	\$ 832,773

Capital assets activity for the year ended December 31, 2016 was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 167,085	\$ -	\$ -	\$ 167,085
Total capital assets, not being depreciated	167,085	-	-	167,085
Capital assets being depreciated:				
Buildings and improvements	9,859,537	-	(1,632)	9,857,905
Equipment	438,003	6,967	-	444,970
Intangible assets	-	6,000	-	6,000
Total capital assets, being depreciated	10,297,540	12,967	(1,632)	10,308,875
Less accumulated depreciation for:				
Buildings and improvements	(8,729,449)	(249,498)	-	(8,978,947)
Equipment	(416,575)	(10,571)	-	(427,146)
Total accumulated depreciation	(9,146,024)	(260,069)	-	(9,406,093)
Total capital assets, being depreciated, net	1,151,516	(247,102)	(1,632)	902,782
Capital assets, net	\$ 1,318,601	\$ (247,102)	\$ (1,632)	\$ 1,069,867

B. Capital Lease

In May 2003 the Fair entered into a lease agreement to acquire an electronic signboard. The lease agreement qualifies as a capital lease for accounting purposes and, therefore, has been recorded at present value of the future minimum lease payments as of the inception date.

The asset acquired through the capital lease is as follows:

Asset:	
Buildings and improvements	\$530,180
Less: Accumulated depreciation	(397,635)
Total	<u>\$132,545</u>

The future minimum lease obligations and the net present value of these minimum lease payments as of December 31, 2017 were as follows:

Year Ending Dec. 31	
2018	\$50,000
2019	50,000
2020	50,000
2021	50,000
2022	50,000
Minimum lease commitments	\$250,000
Less: amount representing interest	(50,366)
Present value of capital lease obligation	\$199,634
Less current portion	(34,029)
Long-term portion	<u>\$165,605</u>

C. Long-Term Debt

1. Pension Obligation Bonds

The County issued Series 2004 Pension Obligation Bonds (POBs) in the amount of \$96,665,000 and Series 2005 POBs in the amount of \$42,385,000, both over a twenty-year term to provide funds to prepay its obligations under the contract with CalPERS for the County's Unfunded Accrued Actuarial Liability (UAAL) as of June 30, 2002 and June 30, 2004, respectively, for both the Safety and Miscellaneous Plans. The Fair participates in the Miscellaneous Plan of Solano County. The Fair's percentage of the amount borrowed was determined to be 0.6307% or \$609,666 for the Series 2004 and 0.4887% or \$207,147 for the Series 2005. Each pay period, the Fair remits to the County its share of the POB liability by applying the POB rate as determined by the County's Pension Advisory Committee to their PERS wages.

For any interest and principal payments made by the County, the Fair's annual obligation is 0.6307% and 0.4887%, respectively. The County's Pension Advisory Committee reviews the POB payment rates each year based on the annual principal and interest requirements.

Annual debt service requirements for the pension obligation bonds per the debt service agreements are as follows:

Series 2004			Series 2005		
Year ended December 31,	Principal	Interest	Year ended December 31,	Principal	Interest
2018	41,090	19,643	2018	11,875	7,425
2019	46,199	17,341	2019	13,244	6,802
2020	51,402	14,906	2020	14,661	6,106
2021	57,078	12,098	2021	16,298	5,333
2022	63,385	9,035	2022	17,984	4,460
2023 - 2024	295,743	18,092	2023 - 2025	105,996	13,908
	<u>\$554,897</u>	<u>\$91,115</u>		<u>\$180,058</u>	<u>\$44,034</u>

Changes in long-term liabilities

Long-term liability activity for the year ended December 31, 2017 was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Pension obligation bonds:					
Series 2004	\$ 554,897	\$ -	\$ -	\$ 554,897	\$ 148,947
Series 2005	180,058	-	-	180,058	40,697
Total pension obligation bonds	734,955	-	-	734,955	189,644
Capital lease	231,142	-	31,508	199,634	34,029
Parking lease	256,000	-	64,000	192,000	64,000
Compensated absences	56,344	47,357	34,615	69,086	12,067
Net pension liability	1,176,919	405,575	126,533	1,455,961	-
Net OPEB liability	99,030	27,661	-	126,691	-
Total Long-term liabilities	<u>\$ 2,554,390</u>	<u>\$ 480,593</u>	<u>\$ 256,656</u>	<u>\$ 2,778,327</u>	<u>\$ 299,740</u>

Long-term liability activity for the year ended December 31, 2016 was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Pension obligation bonds:					
Series 2004	\$ 554,897	\$ -	\$ -	\$ 554,897	\$ 112,619
Series 2005	180,058	-	-	180,058	30,091
Total pension obligation bonds	734,955	-	-	734,955	142,710
Capital lease	260,317	-	29,175	231,142	31,508
Parking lease	320,000	-	64,000	256,000	64,000
Compensated absences	55,081	39,017	37,754	56,344	5,427
Net pension liability	1,060,154	343,026	226,261	1,176,919	-
Net OPEB liability	77,172	21,858	-	99,030	-
Total Long-term liabilities	<u>\$ 2,507,679</u>	<u>\$ 403,901</u>	<u>\$ 357,190</u>	<u>\$ 2,554,390</u>	<u>\$ 243,645</u>

IV. OTHER INFORMATION

A. Risk Management

The Fair is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. As permitted by Government Code Section 6516, the County of Solano joined in June 2004 the California Fair Services Authority (CFSA), joint powers agency, on behalf of the Solano County Fair Association, a non-profit corporation.

The Solano County Fair is a participant in CFSA's General Liability Risk Sharing Pool effective July 1, 1996 and CFSA's Workers' Compensation Risk Sharing Pool effective July 1, 2004. These pools cover only California fairs. Further, Solano County Fair participates in CFSA's Purchased Property Protection Program, funded by the California Department of Food and Agriculture and administered by CFSA. This also includes automobile insurance for all other risks associated with the operation of motor vehicles.

B. General Information about the *Pension Plan*

1. Plan Description

The Fair participates in Solano County's defined benefit pension plan, the County's Miscellaneous Plan, which provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. The County's Miscellaneous Plans (Plan) is part of the Public Agency portion of the California Public Employees' Retirement System (CalPERS), an agent multiple-employer plan administered by CalPERS, which acts as a common investment and administrative agent for participating public employers within the State of California. A menu of benefit provisions as well as other requirements is established by State statutes within the Public Employees' Retirement Law. The County selects optional benefit provisions from the benefit menu by contract with CalPERS and adopts those benefits through County ordinance. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions, and membership information that can be found on the CalPERS website at: <http://www.calpers.ca.gov/index.jsp?bc=/about/forms-pubs/calpers-reports/actuarial-reports/home.xml>.

C. General Information about the Post-Employment Health Care Benefits

1. Plan Description

The Fair participates in Solano County's multi-employer defined benefit retiree healthcare plan administered by the California Public Employees' Retirement System (CalPERS). The plan provides postemployment healthcare benefits to eligible retirees by contributing a minimum of \$128 per month towards medical insurance benefits. This benefit is provided based on the Board of Supervisor's election to participate under the Public Employees' Medical and Hospital Care Act (PEMHCA) [Government Code Section 22750]. The County's Board may elect to pay more than the minimum contribution; however, the County's Board has elected to pay the minimum contribution per eligible retiree. The notes to the County of Solano Comprehensive Annual Financial Report provide detailed information for the County as a whole regarding actuarial methods, funding and assumptions, annual required contributions and net OPEB liability as required in accordance with accounting principles generally accepted in the United States.

OFFICE OF THE AUDITOR-CONTROLLER

SIMONA PADILLA-SCHOLTENS, CPA
Auditor-Controller

PHYLLIS TAYNTON, CPA
Assistant Auditor-Controller



SOLANO
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www.solanocounty.com

October 9, 2018

Board of Directors
Solano County Fair Association
900 Fairgrounds Drive
Vallejo, CA 94589

Members of the Board:

We were engaged to perform an audit of the financial statements of the Solano County Fair (Fair), a component unit of the County of Solano, as of and for the years ended December 31, 2017 and 2016, in accordance with auditing standards generally accepted in the United States of America.

In an effort to extend our services, we have identified matters for your information that we believe will serve to assist with and strengthen the Fair's governance activities.

We recommend the Board of Directors review the identified matters, described in the accompanying Attachment A, including the related recommendations. If you have any questions or need additional assistance, please contact me at 707-784-3057.

Respectfully yours,

A handwritten signature in blue ink that reads "Kirk Starkey".

Kirk Starkey
Deputy Auditor-Controller

Attachment A

Solano County Fair Reporting Structure

The Solano County Fair Association (SCFA) conducts, under an agreement with Solano County (County), the annual County Fair and oversees the day-to-day operations of the County's fairgrounds property. The SCFA is a 510(c)(3) nonprofit organization with its own Articles of Incorporation and By-Laws whose Board Members are appointed by the County's Board of Supervisors.

However, the activities of the Fair are accounted for as an enterprise fund, and are presented in the County's Comprehensive Annual Financial Report (CAFR). In governmental accounting, an enterprise fund entity provides goods or services to the public for a fee that makes the entity self-supporting; similar to a commercial enterprise.

Additionally, staff conducting the Fair and overseeing the day-to-day operations of the fairgrounds property are SCFA employees but are also part of the County's pension (CalPERS) and medical plans.

Accounting for the SCFA's (a non-profit entity) activities in an enterprise fund while also including employees of the SCFA within the County's CalPERS plan creates an inconsistent reporting structure.

Recommendation:

The SCFA Board should work with the County Board of Supervisors to adopt an appropriate reporting structure reflecting Fair operation realities.

Solano County Fair Management Reports

As part of the biennial financial statement audit, we routinely provide audit adjustments to present the Fair's operations consistent with generally accepted accounting principles. These adjustments include recognizing depreciation expense, the Fair's share of the County's pension and Other Post-Employment Benefits (OPEB) liabilities, and pension obligation bond debt. In operating an enterprise activity, management should make these types of entries to adequately measure the Fair's operations by including these costs when developing user fees. If these costs are not included in the user fees the Fair may not be recovering all costs of operations.

Additionally, the Fair presents operating statements to the Fair board on a monthly basis which shows the Fair's operations in total by expense category (e.g., salaries/benefits, services and supplies, utilities, etc.). However, the Fair Board has not routinely been provided expenses by functional cost center (e.g. facility rental) that includes overhead allocated to the cost centers¹. Allocating overhead costs to all cost centers provides the true cost of departmental operations.

By presenting expenses by cost center, management and the Fair Board can better monitor the operations and profitability of the individual cost centers/departments and make strategic business decisions based on the information.

Recommendation:

Present the Fair Board with monthly operating reports, by cost center, that include overhead costs allocated to all cost centers/departments.

¹ The Auditor-Controller has requested this information but Fair management is still in the process of compiling the information as of the date of this letter.

Solano County Fair Operations

We have audited the financial statements of the Solano County Fair for the years ended December 31, 2017 and 2016 and we have observed the Fair continues to experience losses as a result of annual operating activities resulting in a decline in net position. As previously reported to the SCFA, the historical decline in cash and financial condition of the Fair since December 31, 2000 is presented below:

Year	Cash as of December 31	Revenues	Expenses	Change in Net Position
2017	\$190,671	\$3,296,306	\$3,518,456	(\$222,150)
2016	\$286,593	\$3,243,856	\$3,287,844	(\$43,987)
2015	\$241,290	\$3,026,853	\$3,097,196	(\$70,343)
2014	\$88,564	\$2,833,762	\$3,407,474	(\$573,712)
2013	\$693,568	\$2,967,269	\$3,374,264	(\$406,995)
2012	\$841,090	\$2,841,209	\$3,391,891	(\$550,682)
2011	\$1,135,685	\$3,522,315	\$3,507,490	\$14,825
2010	\$1,178,186	\$3,307,363	\$3,559,475	(\$252,112)
2009	\$939,286	\$3,716,343	\$4,307,505	(\$591,162)
2008	\$1,327,025	\$4,680,423	\$4,868,352	(\$187,929)
2007	\$1,343,783	\$5,154,299	\$5,296,075	(\$141,776)
2006	\$1,041,132	\$4,849,541	\$5,702,059	(\$852,518)
2005	\$1,147,200	\$4,597,682	\$4,707,722	(\$110,040)
2004	\$957,587	\$5,238,002	\$5,475,132	(\$237,130)
2003	\$1,122,886	\$5,102,944	\$5,640,583	(\$537,639)
2002	\$1,641,773	\$5,320,839	\$5,410,356	(\$89,517)
2001	\$1,971,113	\$5,298,283	\$5,182,459	\$115,824
2000	\$2,161,739	\$5,006,907	\$4,340,785	\$666,122

Recommendation:

Fair management, in conjunction with the Solano County Board of Supervisors, should pursue plans to address this ongoing structural deficit.

OFFICE OF THE AUDITOR-CONTROLLER

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Auditor-Controller

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ADDENDUM TO MANAGEMENT MEMO

October 22, 2018

Board of Directors
Solano County Fair Association
900 Fairgrounds Drive
Vallejo, CA 94589

Members of the Board:

Subsequent to the release of our audit report of the financial statements of the Solano County Fair (Fair), a component unit of the County of Solano, as of and for the years ended December 31, 2017 and 2016, Fair management brought to the Auditor-Controller's (ACO) attention a potential issue with the Fair's compliance with CalPERS enrollment requirements.

Based upon our initial review, this matter did not appear to have a material effect to the Fair's financial statements and thus does not require any adjustments to the financial statements.

However, because the Fair participates in the County's CalPERS plan, the ACO is working with the Fair's management to determine the Fair's compliance with the County's CalPERS contract agreement.

We recommend the Board of Directors review the matter with Fair management and continue to work with the ACO to correct any potential deficiencies. If you have any questions, please contact me at 707-784-3057.

Respectfully yours,

A handwritten signature in blue ink that reads "Kirk Starkey".

Kirk Starkey
Deputy Auditor-Controller



Solano County Fair Association

Executive Summary of Pre-Planning Interviews of Fair Board Members, Staff, County Supervisors, and Stakeholders

Part of the strategic planning process is to gather data and input to be reviewed and integrated into the planning. One tool utilized in the Solano County Fair planning process is that board members of the Solano County Fair Association, Solano County Supervisors, as well as key stakeholders and fair staff were individually interviewed by planning facilitator Rebecca Desmond from California Fair Services Authority (CFSA).

Key questions each interviewee was asked included:

1. Why is the Solano County Fairgrounds important to you and the residents of Solano County?
2. Why is the Solano County Fair Association important to you and the residents of Solano County?
3. How does the Solano County Fairgrounds contribute to the well-being of the Solano County and what needs to be preserved for the future?
4. How could Solano County Fairgrounds contribute more to a Solano County need that is currently not being met? What could be done better for the future?
5. What ideas should be considered to help the Solano County Fair Association be financially self-sufficient – not dependent upon state or county funding for fairs?
6. What is your vision for the Solano County Fairgrounds? What do you envision the fairgrounds will be in the future?
7. What is your vision for the Solano County Fair Association?

The interviews were helpful and enlightening in appropriately kicking off the planning process and engaging all parties in thinking strategically about the Solano County Fair's

future. A unique challenge to this particular strategic planning process is the overlaying issue of what the future of the fair, fairgrounds, and fair board will be, both short term and long term. Thus the answers provided during the interviews included opinions on association and fair operations, fair board structure, and suggestions for the county's development project known as "Solano 360." A summarized list of comments is attached.

Findings – Executive Summary

There is a lot to glean from the comments offered. Consistent themes in the comments are as follows:

- The Solano County Fair and fairgrounds are valued.
- The Solano County Fair and Ag Day play a positive and necessary role in agriculture education for the people of Solano County.
- The Solano County Fair is a gathering place where people from all cultures economic backgrounds come together to celebrate Solano County.
- Due to Solano County's rich diversity, having both the Solano County Fair and the Dixon May Fair in the county is a benefit to all Solano County residents.
- The Solano County Fair provides a venue for young people to showcase their talents in agriculture, fine arts, STEM, music, and the performing arts.
- The Solano County Fairgrounds is a critical asset in the local, regional and state emergency response network.
- The Solano County Fair Association needs to understand their financial standing and stop operating at the same level they did when revenues and reserves were much higher.
- The Solano County Board of Supervisors and the Solano County Fair Association board and executive staff need to build a respectful partnership, putting the people of Solano County first in decision making related to the fairgrounds and fair association operations.
- A two-day fair is not long enough.
- It is time to re-invent the Solano County Fair and fairgrounds from the ground up including facility improvements, structure of the Fair Association board and staff, and a new positive working relationship with the county.

Support for the strategic planning process is strong as is the hope and vision of the phoenix rising from the fire in the form of a new operational plan that includes facility improvements, realistic spending, revenue generation, and a new county-fair association partnership. Some of the more common themes included:

- The fair needs to reach out to its immediate community in Vallejo and invite the community in for education, culture, arts, and events.
- The fair association needs to determine its structure and the county supervisors need to then appoint board members who are going to help the association do its job, maintain its mission and accomplish its vision.

- ✍ The county staff and board of supervisors need to see the fairgrounds, fair association and fair event as the asset it is and assist in the re-invention.
- ✍ Going forward, nothing can be done in a vacuum. Open dialogue and transparency/understanding of finances are key to the success of the accomplishing the goals that will be set forth in this strategic plan.
- ✍ The Solano County Fair is one of the few events that brings together all of the cultures and demographics of the county in one place to celebrate, learn, and honor all that is Solano County.

There is overwhelming agreement that the time for focused, meaningful strategic planning is now. This is the time to move forward for the good of the residents of Solano County. This being said, we can always learn from the past. In 1946 the county board of supervisors had a vision that perhaps can be the guide in this current planning process:

Resolution for Institution of Solano County Fair (1946):

“A county fair be held in Solano County “for the purpose of advertising, exploiting and making known to the world at large the resources of said County, to induce immigration into said County and the attraction of capital investments therein, to increase trade and commerce therein, and provide a means of exhibiting and advertising agricultural, livestock, horticultural, viticultural, mineral, industrial, commercial, climatic, educational, recreational, artistic, musical, cultural and other resources and advantages of said Solano County, and to conduct shows, races and athletic contests.”



Solano County Fair Association

2018-2019 Strategic Planning Workshop Report

The Solano County Fair Association board of directors, staff, and stakeholders met in a workshop to develop a 2018-2019 Strategic Plan on the evening of July 27, 2018, and all day on July 28, 2018, at the Vacaville Chamber of Commerce building. CFSA Deputy Executive Director Rebecca Desmond facilitated the planning session.

Association board members in attendance on Friday evening included treasurer Carole Paterson, and directors Norma Placido, Kari Birdseye, and Kathy Marianno. Fair staff included General Manager Stephen Hales, Deputy General Manager/CFO Mike Passey, Business Development Manager Mike Ioakimedes, operations staff Lewis McGaffie, fair livestock superintendent Kelly Fletcher, fair fine arts supervisor Mike Loeb. Stakeholders in attendance included Valerie Williams from the U.C. Cooperative Extension Services.

On Saturday, District 1 County Supervisor Erin Hannigan and association marketing contractor Debbie Egidio joined the workshop.

In the weeks prior to the workshop, Ms. Desmond interviewed more than 25 association board and staff members along with four of the five Solano County Supervisors and other various stakeholders. The interview participants were asked the following questions and they also offered open comments:

1. Why is the Solano County Fairgrounds important to you and the residents of Solano County?
2. Why is the Solano County Fair Association important to you and the residents of Solano County?
3. How does the Solano County Fairgrounds contribute to the well-being of the Solano County and what needs to be preserved for the future?
4. How could Solano County Fairgrounds contribute more to a Solano County need that is currently not being met? What could be done better for the future?
5. What ideas should be considered to help the Solano County Fair Association be financially self-sufficient – not dependent upon state or county funding for fairs?

6. What is your vision for the Solano County Fairgrounds? What do you envision the fairgrounds will be in the future?
7. What is your vision for the Solano County Fair Association?

A copy of the interview executive summary is attached to this report.

The meeting opened Ms. Desmond reviewing the purpose of strategic planning:

- ❖ You cannot *predict* the future. You can *create* your future.
- ❖ Set specific goals and objectives, making decisions and acting upon the direction set.
- ❖ A series of well thought out, researched and systematic decisions for the future make up strategic planning.
- ❖ Understanding the past with an eye to the future.
- ❖ Knowing the strengths, weaknesses, opportunities and threats to the fair association.
- ❖ Clearly understanding and embracing the purpose and direction of the fair association.
- ❖ Creating an action plan to meet the goals.
- ❖ Being accountable to the community and the county.

Ms. Desmond asked each participant to tell the group how many years that had been connected with the Solano County Fair, Association, fairgrounds, etc. There was more than 400 years of experience and connection in the room.

Ms. Desmond next reviewed the standard strategic planning ground rules:

- ❖ Confidentiality
- ❖ Contribute
- ❖ Listen for Understanding
- ❖ Focus
- ❖ Team work
- ❖ Action for Success

She also reviewed what was deemed “local rules” that pertained to this particular planning session:

- ❖ We are not here to come up with ideas for the County’s development of the Solano 360 property.
- ❖ The SCF Association and Solano County are co-stewards of the fairgrounds (new footprint). This process will seek to clarify and help define SCF Association’s role. The roles of each entity will be defined through this process and this group will work only on the Association’s role.
- ❖ The Solano County Fair is not the Dixon May Fair. Why not?
 - While being in the same county and sharing the same boundaries, each fair is unique, as are all California fairs.
 - The Dixon May Fair is located in a rural community. The Solano County Fair is located in an urban community.

- The Dixon May Fair is a state district agricultural association.
- California fairs do not compete with one another, they support each other as these two fairs do.
- ❖ While we always need to learn from the past, we will not be dwelling on past decisions or practices.

The group agreed on some clarifying definitions in an effort to avoid confusion or misinterpretation of information and ideas. Those definitions are as follows:

- ❖ Fair – The annual Solano County Fair event.
- ❖ Fairgrounds – The Solano County Fairgrounds operated by the Solano County Fair Association on a year-round basis.
- ❖ Association – The Solano County Fair Association, a private nonprofit corporation that contracts with Solano County to operate the fairgrounds on a year-round basis.
- ❖ County – Using a capital “C” refers to the Solano County government.

At the strategic planning workshop the group listed their expectations for the workshop. Expectations for were viewed as “hopes” or “hurdles” to the planning process and included the following:

Hopes

- ❖ We come out with a thought-out one-year set of goals and have an action plan that pushes those goals through the year. Understanding that a normal strategic plan would look at three-to-five-year goals, without the certainty of the extension of the Associations management contract with the County, planning beyond one year is prohibitive..
- ❖ We review the mission and vision statements for relevancy and currency.
- ❖ We have defined roles and responsibilities for the Association and County better defined with trust and transparency.
- ❖ We improve the fair over this year’s event and get more participation (attendance, exhibitors, etc.)
- ❖ The plan includes how to better communicate our mission, core values, this new plan to the County and the public.
- ❖ To have a unified message to the public about our future.
- ❖ Always to have diversity as a board.
- ❖ We have teamwork and support for everyone.
- ❖ We leave here with a brighter outlook for the fair and association that can be shared.
- ❖ We understand we can’t do it all at once and we agree on a path forward.
- ❖ We have a plan that will be supported by the County and ensure the future of the fair and the Association.
- ❖ We are able to answer the questions “Why do we exist?” and “What do we do better than anybody else?”

Hurdles

- ❖ Not enough time to fully flush out the ideas and action plans.
- ❖ Not all Association board members are present.
- ❖ No County supervisors are participating (Supervisor Erin Hannigan attended the session on Saturday morning).
- ❖ Lack of a fully appointed board (only six of 15 supervisor-appointed board seats are filled).
- ❖ We may not have all of the information at hand today to make certain decisions.
- ❖ Afraid there may be a lack of frankness. We need to speak the reality.
- ❖ Longevity of the planning participants' involvement with the fair. While institutional knowledge is valuable, don't want to get stuck in "We always done it that way."

It is important for any entity conducting planning for the future to look at the present conditions of the fair organization, including the financial condition. Ms. Desmond presented the following chart reflecting the 2017 Solano County Fair Association State of Operations report filed with the California Department of Food & Agriculture's Branch of Fairs & Expositions based up the fair's year-end financial reports for 2017:

2017	Revenue	Expense	Contribution to Net
Fair	490,647	850,189	(359,542)
Interim	927,802	31,507	896,295
Satellite Wagering	411,514	352,134	59,380
Other	1,196,933	665,722	531,211
Totals	3,027,895	2,924,030	1,127,334
Administration Overhead			(572,815)
Maintenance Overhead			(451,531)
Net Proceeds			102,988

The next step in the workshop was to review the current mission and vision statements and core values for the Solano County Fair Association.

Mission Statement: *The mission of the Solano County Fair Association is "to ensure a positive experience for the public by providing a year-round multi-purpose venue that showcases and celebrates the wide variety of resources and activities available to our diverse community."*

Vision Statement: *The vision of the Solano County Fair Association is "to be a thriving destination point by presenting a first-class multi-use entertainment and*

recreation facility that supports the county fair and our mission, and provides a sustained economic benefit to the county in partnership with our corporate neighbors and others.”

Values: *We operate with honest, integrity and fairness. We operate with respect and teamwork.*

After some discussion, the group decided that for the sake of time, a subcommittee of staff and board would review the mission and vision statements and bring recommendations back to the board at the August 15 board meeting. This task became an objective in the strategic plan.

In order to move into the future, it is important to look at the current and past conditions to set priorities and a path forward. To do this, the group conducted a SWOT analysis, looking at the strengths, weaknesses, opportunities and threats of the Solano County Fair Association. Strengths and weakness are internal matters that the Association has control over while opportunities and threats are more external. Then each planning participant voted on their six top priority areas (numbers in parentheses following item indicates how many votes that item received). When voting on priorities, the focus is put on weaknesses, opportunities and threats.

Strengths

- Location
- 70 years of history, longevity
- 7 cities in the county
- Diversified client base
- Stick-to-it staff
- Tenaciousness – Regarding the board members still here
- Experiences
- Participation by board members
- Fun
- Resourcefulness
- Open to change
- Amazing opinions
- Diverse community
- Willingness to voice thoughts
- Lease revenue
- Stakeholder strength and support
- Satellite wagering facility
- Tangible assets (i.e. liquor license)
- Optimistic
- Sponsorship support
- Facilities for emergency response and staff skilled in response due to event management skills
- Fairgrounds with green space
- Returning events (i.e. dog show) and client retention

- Nonprofit experience of board and staff
- Potential for strong volunteer base
- Redevelopment of some of our space
- Annual fair
- Ag Day
- Community participation
- Flexibility in space (campus), diversity in types of events that can be held at the fairgrounds
- Use of social media, communications, advertising, marketing
- Electronic sign board
- History

Weaknesses

- Lack of fully appointed board
- Location
- Low attendance at the fair
- Perception the fair is closing
- Outdated facilities
- Low financial reserves (5)
- Internal perception of host city and security plan is 10 years old addressing dated security issues
- Lack of volunteer management program
- Staff structure – policies, procedures, lack of business structure (1)
- Bare bones staff level
- Relationship with the County (7)
- Lack of relevancy to our market – fair programming
- Community outreach – telling our story, promoting programming (5)
- Need more performers on the Cultural Stage (1)
- Lack of established financial reserve goal/policy – what can reserves be used for (1)
- We focus on the fair and not as much on the fairgrounds
- No flexible employee model – staffing within budget
- Need more Association-sponsored events
- Lack of capital improvement plan in the budget (1)
- More shuttle transportation is needed for seniors
- Need long range financial/business plan (7)
- Dependency on lease revenue (1)
- Aging workforce
- Employee retention due to uncertainty of Association future
- We don't act like a nonprofit or take advantage of nonprofit opportunities (1)
- Need to explore grants (1)
- Uncertainty about the future – can't enter into long term contracts (2)
- Need to update management plan in the County contract (2)
- Operating with short-term view point – looking at the end instead of the future

- Poor curb appeal – fairgrounds needs to look fresher, need to tear down unused facilities that bring down the appearance of the fairgrounds (2)

Opportunities

- Better relationship with the County (5)
- Better relationships with cities and community partners (1)
- Location
- Solano 360 (1)
- Cannabis
- Development of volunteer base in support of the fair and the Association
- Space at the fairgrounds
- To be the fair of the future (1)
- Partner with other nonprofits
- Tapping into large diverse population (1)
- Community outreach, develop awareness – speakers bureau, board members speaking at community groups and service clubs, uniform message points
- RV Park
- Fair weather site
- Maintain focus on the best interest of the fairgrounds (1)
- Association-promoted events (1)
- Increase lease revenues
- Utilize board members diversity and expertise (1)
- Six Flags – marketing partnership, events (3)
- Play a role in disaster relief/response (3)
- Do something no one has ever done before
- Rebuild the fair event from ground zero (2)
- Partner with the education community – schools, community college, college students help on marketing plan
- Neighborhood associations
- Commercial/demonstration kitchens (1)
- Bridge the gap between urban and commercial agriculture
- Partner with County “parks and rec” to offer classes (2)
- Provide a venue for different types of entertainment
- Sharing with neighboring fairs
- Look outside the fair industry for staff succession planning

Threats

- Comparisons to what we have been in the past (1)
- Solano 360 – what will it look like, not being in control of our destiny, plan is dated (4)
- Lack of young industry pool of potential staff members
- External perceptions (2)
- Changing marketplace (1)
- Digital society
- Lack of resources

- Obsolescence
- Location – perception of “Vallejo”
- Market competition for the discretionary dollar (3)
- Economy
- County contract not being renewed, possible Association dissolution
- Entire fair industry is in transition
- County
- Declining horse racing industry
- Aging core customer base (1)
- Declining participation in 4-H and FFA
- Getting volunteers
- Geographically disjointed county
- Competition for sponsorship dollars
- Cost of doing business is going up – minimum wage, OPEB/PERS liabilities
- Solano County is a bedroom community for Bay Area
- Perception we are the Vallejo Fair, instead of the county fair
- Inaccurate comparisons to the Dixon May Fair

The group used the SWOT analysis to create measurable goals for the next 12 months:

Goal A: Building a better relationship with the County (staff and electeds)

Goal B: Establishing and defining our identity

Goal C: Develop community outreach plan

Goal D: Develop a business/management plan

The group next created objectives and action plans for each of the goals to assist the Association in accomplishing these short term goals and to communicate the direction of the strategic plan to the rest of the Association staff and board, the County staff and elected, to the Association’s stakeholders, and to the community at large.

Goal A: Building a better relationship with the County (staff and electeds)

Objective 1: Present the strategic plan, draft revised bylaws to the Association/County Subcommittee at the August 29, 2018 meeting

Action Step	By whom	By When	Status Update
Draft bylaws	Carole Paterson, Mike Ioakimedes, Kari Birdseye, Stephen Hales	8/15/18 Association board meeting	8/15/18 Association board meeting
Write Strategic Plan Report	Rebecca Desmond	8/3/18	8/15/18 Association board meeting
Create presentation to Association/County subcommittee	Carole Paterson, Mike Ioakimedes, Stephen Hales	8/21/18	8/15/18 Association board meeting

Objective 2: Define roles and responsibilities of Association and County

Action Step	By whom	By When	Status Update
Develop draft management plan/County agreement	Stephen Hales, Mike Ioakimedes, Mike Passey, county counsel, Dennis Yen	9/19/18	8/15/18 Association board meeting

Objective 3: Develop communications/relationship building plan **with** the County

Action Step	By whom	By When	Status Update
Create quarterly "State of the Fairgrounds" report	Kari Birdseye, Stephen Hales, Debbie Egidio	First report by 10/30/18	All Association board meetings
Communicate with Association/County Subcommittee about the communication plan and establishing an annual gathering	Carole Paterson, Norma Placido, Lee Williams	8/29/18 Association/County subcommittee meeting	Report outcome to Association board at 9/19 meeting

Goal B: Establishing and defining our identity

Objective 1: Revise/update/reaffirm SCFA mission and vision statements

Action Step	By whom	By When	Status Update
Revise/update/reaffirm SCFA mission and vision statements	Mike Ioakimedes, Kari Birdseye, Mike Passey	Circulate first draft by 8/3/18, final by 8/15/18	8/15/18 Association board meeting

Objective 2: Conduct public/patron survey

Action Step	By whom	By When	Status Update
Write and circulate survey	Debbie Egidio	9/19/18 Association board meeting	8/15/18 Association board meeting

Goal C: Develop community outreach plan

Objective 1: Develop message points/power point/public speaking plan

Action Step	By whom	By When	Status Update
Develop message points/power point/public speaking program	Mike Ioakimedes, Carole Paterson, Kurt Brown	11/1/18	9/19/18 Association board meeting
Implement the plan	Association staff and board	November 2018	n/a

Objective 2: Develop community outreach plan

Action Step	By whom	By When	Status Update
Develop community outreach plan	Carole Paterson, Valerie Williams, Lewis McGaffie, Norma Placido	Ongoing	November 2018 Association board meeting

Goal D: Develop a business/management plan

Objective 1: Draft financial plan (history, current status, 2019, and three-year outlook)

Action Step	By whom	By When	Status Update
Draft financial plan	Kelly Fletcher, Mike Passey, Mike Ioakimedes, Dennis Yen, Kathy Marianno	8/15/18 for 8/29/18 subcommittee meeting	n/a

Objective 2: Review organizational structure

Action Step	By whom	By When	Status Update
Draft new organizational structure	Stephen Hales, Mike Ioakimedes, county counsel, Carole Paterson, Kari Birdseye	8/15/18 for 8/29/18 subcommittee meeting	n/a

Objective 3: Draft narrative of business plan

Action Step	By whom	By When	Status Update
Draft narrative of business plan	Stephen Hales, Mike Ioakimedes, Carole Paterson,	8/15/18 for 8/29/18 subcommittee meeting	n/a

Ms. Desmond concluded the workshop by conducting an evaluation of the strategic planning session:

Evaluation of Strategic Planning Session

What went well?	What could have been better?
Good contribution by participants	Wish more participation from County and other stakeholders
Facilitator's industry knowledge very helpful	Bigger space needed to see all of the big sheets
Pace was good	
Food was great!	
Action plans were identified	
Appreciate people stepping up in the action plans	
Attendance was awesome	
The facility was free	
The "Wall" ice breaker	
Staff preparation was very helpful	

Final Thoughts

Ms. Desmond concluded the workshop by congratulating the group for their hard work and production of a final product and offered the following quotes:

"When we commit to a vision or direction to do something that has never been done before, there is no way to know how to get there. We simply have to build the bridge as we walk on it."

Quin 2004

"Coming together is a beginning, staying together is progress, and working together is success."

Henry Ford



Solano County

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

Agenda Submittal

Agenda #:	25	Status:	Regular Calendar
Type:	Appointment	Department:	Board of Supervisors
File #:	19-41	Contact:	Jeanette Neiger, 784-6125
Agenda date:	01/08/2019	Final Action:	
Title:	Consider Board of Supervisors' appointments to various boards, commissions and committees for 2019		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	A - 2019 Board of Supervisors' Requested Appointments, B - 2018 Board of Supervisors' Appointments, C - Summary of Board of Supervisors' Committees and 2018 Appointments		

Date:	Ver.	Action By:	Action:	Result:
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Published Notice Required? Yes ☐ No ☒

Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors consider appointments to various boards, commissions and committees for 2019.

SUMMARY:

At the beginning of each year, the Board of Supervisors considers appointments of the supervisors to various boards, commissions and committees. Please find the following documents attached:

- 1) 2019 Board of Supervisors' Requested Appointments (Attachment A) - reflects Board member requests of board assignments for 2019.
- 2) 2018 Board of Supervisors' Appointments (Attachment B) - reflects the current 2018 Board assignments.
- 3) Summary of Board of Supervisors' Committees and 2018 Appointments (Attachment C) - provides a brief purpose description for the various Board committees with current appointed Board members and the County support staff associated with the respective committee.

FINANCIAL IMPACT:

The costs associated with meeting attendance for each Board appointment is included in the supervisorial districts and associated departmental support budgets. Some appointments have reimbursement for travel and/or meeting stipends which are identified on the *Board of Supervisors Appointments* document under "Compensation" and reported as required in Government Code 53232.3(d).

DISCUSSION:

At the beginning of each year, the Board of Supervisors considers appointments of the supervisors to various boards, commissions and committees. These boards, commissions and committees are national, state, regional, and countywide in nature, while others are Board committees.

The Board of Supervisors' Committees are formed at the direction of the Board of Supervisors and are advisory in nature. They are made up of two Board members and the role of each committee is to study matters and report back and/or make recommendations to the Board of Supervisors. Board committee commitment of County resources, including inquiry/research by support staff and commitment of resources for individual Board member initiatives requires a majority approval from the Board of Supervisors.

The attached *2018 Board of Supervisors' Appointments* reflect current support staff contact information for each board, commission and committee, as well as the appointment date, term lengths and meeting times. The appointment lists also indicate whether compensation is provided to the appointee and whether a Statement of Economic Interest is required.

The attached *2019 Board of Supervisors' Requested Appointments* is a consolidation of requests by the supervisors for 2018 appointments. The appointments shown in blue on the attachment indicate that the supervisor has requested to remain in the appointment. The appointments shown in red or green indicate a request by a supervisor for a change in that appointment. In summary, the following three requests for changes were received from the supervisors:

- 1) Supervisor Hannigan has requested to be removed from the Law Library Board of Trustees. One primary appointment is required by this board.
- 2) Supervisor Thomson has requested to become the Primary representative on the Delta Counties Coalition. He became the Alternate due to the ex parte communication order related to the WaterFix project - this order has since ceased. One primary and one alternate appointment are required by this board.
- 3) Supervisor Thomson has requested to be removed from the Delta Stewardship Council. He was appointed to this Board due to his role as Chair of the Delta Protection Commission. As of January 7, 2019, Supervisor Villegas of Yolo County will become the Chair of the Delta Protection Commission and will sit on the Delta Stewardship Council. No one from Solano County will sit on the Delta Stewardship Council.

ALTERNATIVES:

The Board could choose not to appoint any representatives at this time.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office was involved in the preparation of this report.

2019 REQUESTED BOARD OF SUPERVISORS APPOINTMENTS

2 CCR 18702.59(b)(3)/Form 806

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Spering	District 4 Supervisor Vasquez	District 5 Supervisor Thomson	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required
NATIONAL												
NACO		Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year				
REGIONAL/STATE												
ABAG Executive Board	Fred Castro, Clerk of the Board 415-820-7900	Primary	Alternate				June 26, 2018	June 30, 2020	Board every 2 months, 3rd Thurs. 7 p.m.	\$150.00	\$0-\$1,000	Yes
ABAG General Assembly	Fred Castro, Clerk of the Board 415-820-7900	Primary	Alternate				June 26, 2018	June 30, 2020	Twice a year	No		No
ABAG Regional Planning Committee	Miriam Chion 415-820-7900		Primary				Jan. 9, 2018	1 year	1st Wed. alternative months 1:00-3:00 p.m.	\$150.00	\$0-\$1,000	No
Bay Area Air Quality Management District (BAAQMD). Term ends January 2021.	Marcy Hiratzka 415-749-5073			Primary			Jan. 9, 2018	4 year	1st and 3rd Wed., 9:45 a.m.	\$100 + tolls & mileage	\$2,000-\$3,000	Yes
BAAQMD Sub Committees	Marcy Hiratzka 415-749-5073			Primary			Jan. 9, 2018	4 year	9:30 a.m.	\$100 + tolls & mileage	\$2,000-\$3,000	Yes
Bay Conservation and Development Commission	Lawrence Goldzband 415-352-3600			Primary	Alternate		Jan. 9, 2018	1 year	1st & 3rd Thurs., 1p.m.	\$100	\$2,000-\$3,000	Yes
California Fairs Financing Authority	Becky Bailey-Findley 916-263-6177				Primary		Jan. 9, 2018	1 year	Quarterly	No		Yes
CSAC, Board of Directors	Matt Cate, Executive Director 916-327-7500 ext. 506	Primary	Alternate				Jan. 9, 2018	1 year	2/16, 5/18, 9/7, 11/30	No		No
Delta Counties Coalition	Roberta Goulart 784-7914				Primary	Primary	Sept. 11, 2018	1 year	As Needed	No		No
Delta Protection Commission	Ashley Medina 916-375-4800				Alternate	Primary	Jan. 9, 2018	1 year	Every other month	No		Yes
Delta Conservancy Board	Brandon Chapin 916-375-2091				Primary	Alternate	Jan. 9, 2018	2 year	4th Wed. alternate months beginning Jan. 9:00 - 12:00 p.m.			Yes
Delta Stewardship Council (appointment required only when Supervisor is appointed as the Chair of the Delta Protection Commission)	Jessica Pearson 916-445-4500					Primary	Jan. 9, 2018	2 year	4th Thurs.(and often Friday) of the month	\$3,759.00	\$45,108	Yes
Northern California Counties Tribal Matters Consortium	Nancy Huston 784-6107 & Michelle Heppner 784-3002	Alternate			Primary		Jan. 9, 2018	1 year	As needed			No
Yolo Bypass/Cache Slough Complex MOA	Roberta Goulart 784-7914				Alternate	Primary	1-May-18	1 year	As Needed	No		No
Yolo-Solano Air Quality Board	Denise Almaguer 530-757-3675		Primary	Alternate	Primary	Primary	Jan. 9, 2018	1 year	2nd Wed., 9:00 a.m.	\$100.00	\$1,001-\$2,000	Yes
4 C's	Michelle Heppner 784-3002	Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year	1/12, 3/9, 5/11, 8/10, 11/9 @ 7 pm	No		Yes
4 C's Joint Steering Committee *Vice Chair of 4C's and Chair of Board of Supervisors	Michelle Heppner 784-3002	Primary			Primary		Jan. 9, 2018	1 year	As Needed	No		Yes
REGIONAL/STATE - OTHER												
Metropolitan Transportation Commission (MTC) (Appointment to MTC is through nomination by the Mayor's City Selection Committee and affirmed by the Board of Supervisors every four years)	Steven Heminger, Executive Director 510-817-5810			Primary			Feb. 10, 2015	4 years	4th Wed., 9:30 am	\$100 + tolls & mileage	\$2,000-\$3,000	Yes
Bay Area Toll Authority (BATA) (MTC Member)	Steven Heminger, Executive Director 510-817-5810			Primary			Feb. 10, 2015	4 years	4th Wed., 9:30 am	\$100 + tolls & mileage	\$1,001-\$2,000	Yes

2019 REQUESTED BOARD OF SUPERVISORS APPOINTMENTS

2 CCR 18702.59(b)(3)/Form 806

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Spering	District 4 Supervisor Vasquez	District 5 Supervisor Thomson	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required
Napa/Solano Area Agency on Aging Oversight Board	Joyce Goodwin, 784-8203	Alternate	Primary				Nov. 6, 2018	4 years	TBD	No		Yes
Service Authority for Freeways & Expressways (SAFE) (MTC Member)	Steven Heminger, Executive Director 510-817-5810			Primary			Feb. 10, 2015	4 years	As Needed	\$100 + tolls & mileage	\$0-\$1,000	Yes
COUNTYWIDE												
Community Action Partnership (CAP) Solano JPA Tripartite Advisory Board	Tonya Nowakowski 784-8401 & Debbie Vaughn 784-6113	Primary					Jan. 9, 2018	2 year	As Needed	No		No
East Vallejo Fire Protection District	Magen Yambao 784-1969	Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year	Quarterly	No		Yes
First 5 Solano Commission	Andrew Boatright 784-1492	Primary					Jan. 9, 2018	1 year	1/10, 3/7, 4/4, 6/6, 8/8, 10/3, 10/21 Retreat 10-3 p.m., 12/5	\$100	\$0-\$1,000	Yes
In-Home Supportive Services Public Authority	Teri Ruggiero 784-8803	Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year	Jan., March, April, June, Aug., Oct., Nov. 3rd Mon. 2-4 p.m.			Yes
Juvenile Justice Coordinating Council	Christopher Hansen 784-4803	Primary					Jan. 9, 2018	1 year	As Needed	No		No
Law Library Board of Trustees	Bonnie Katz 784-1502	Primary					Jan. 9, 2018	1 year	Monthly	No		No
LAFCO	Michelle McIntyre 439-3897			Primary	Primary	Alternate	Jan. 9, 2018	1 year	2nd Mon. of even numbered months, 1:30 p.m.	\$100	\$0-\$1,000	Yes
Mental Health Advisory Board	Cindy Limerick 784-8336		Primary				Jan. 9, 2018	1 year	3rd Tues of the month with exception of July 4:30 - 6:00 p.m.	No		Yes
Remote Access Network Board	Angelica Russell 784-7048					Primary	Jan. 9, 2018	1 year	Last Thurs. in Feb., or March & Oct. 10:00 a.m.	No		No
Solano County Blue Ribbon Commission on Children in Foster Care	Sara Jones 207-7619	Primary					Jan. 9, 2018	1 year	As Needed	No		No
Solano Economic Development Corp.	Pat Uhrich 864-1855	Primary			Alternate		Jan. 9, 2018	1 year	1/12, 3/9, 5/11, 7/13, 9/14, 11/9 @ 9:00 am	No		No
Solano Land Trust	Nicole Byrd 432-0150 ext. 210				Primary		Jan. 9, 2018	1 year	1st Wed. at 5:30 p.m.	No		Yes
Solano Open Space (formerly Tri-City & County Cooperative Planning Group)	Resource Management Matt Walsh 784-3168	Alternate	Primary				Jan. 9, 2018	1 year	Quarterly	No		Yes
Solano Transportation Authority	Johanna Masiclat 424-6008	Alternate		Primary			Jan. 9, 2018	1 year	2nd Wed., 6:00 p.m.	\$100	\$1,001-\$2,000	Yes
Solano County Water Agency	Sandra McLean 455-1100	Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year	2nd Thurs., 6:30 p.m.	100 + mileage	\$1,001-\$2,000	Yes
Solano County Consolidated Oversight Board (effective July 1, 2018) Public Member: Jerry Wilkerson	Jeanette Neiger, 784-6125			Primary		Alternate	Mar 13, 2018	1 year	TBD	No		Yes
Solano Subbasin Groundwater Sustainability Agency Board of Directors (Dist. 4 & 5 permanent primaries. Alternate Board member appointed annually)	Misty Kaltreider 784-3311			Alternate	Primary	Primary	Jan. 9, 2018	Alternate 1 year	2nd Thurs. each month @ 5:00 p.m.	No		Yes
Solano Water Authority	Natasha Montgomery 455-4080			Primary	Alternate		Jan. 9, 2018	1 year	As Needed	No		Yes
Solid Waste Independent Hearing Panel	Jag Sahota 784-3308				Primary		Jan. 9, 2018	1 year	As Needed	\$100	\$0-\$1,000	Yes
Travis Community Consortium	David White, Fairfield City Manager 428-7400				Alternate	Primary	Jan. 9, 2018	1 year	As Needed			No
Vacaville-Fairfield-Solano Greenbelt Authority	Brian Miller 428-7446			Primary	Primary		Jan. 9, 2018	1 year	As Needed	No		

2019 REQUESTED BOARD OF SUPERVISORS APPOINTMENTS

2 CCR 18702.59(b)(3)/Form 806

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Spering	District 4 Supervisor Vasquez	District 5 Supervisor Thomson	Apointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required
Vallejo Flood & Wastewater District	Holly Charlety 644-8949 x202	Primary	Alternate				Jan. 9, 2018	1 year	2nd Tues. Jan.-July 6-7 p.m., 3rd Tues. Aug. 6-7 p.m., 2nd Tues. Sept.-Dec. 6-7 p.m.	\$100	\$1,001-\$2,000	Yes
Winters Branch Library Financing Authority	Chris Crist, Business Svcs. Manager 530-666-8083				Primary	Primary	Jan. 9, 2018	1 year	As Needed	No		Yes
BOARD OF SUPERVISORS COMMITTEES												
Area Agency on Aging Committee	Birgitta Corsello, 784-6100		Primary	Primary			May 1, 2018	1 year	As Needed	No		No
Cannabis Committee	Bill Emlen 784-6765	Primary			Primary		Jan. 9, 2018	1 year	As Needed	No		No
City of Vallejo Interagency Committee	City Manager's Office, City of Vallejo 648-4576	Primary	Primary				Jan. 9, 2018	1 year	As Needed	No		No
Fair Governance Committee	Nancy Huston, 784-6107		Primary			Primary	Feb. 6, 2018	1 year	As Needed	No		No
Health & Social Services & Family Justice Committee	Jerry Huber, 784-8400	Primary	Primary				Jan. 9, 2018	1 year	As Needed	No		No
Inactive												
Historical Records Committee	Dianne Luna 784-3105		Primary			Primary	Jan. 9, 2018	1 year	As Needed	No		No
Human Services Needs Assessment Committee	Megan Richards, 784-1335	Primary			Primary		Sept. 25, 2018	1 year	As Needed	No		No
Law & Justice Committee	Inactive						Jan. 9, 2018	1 year	As Needed	No		No
Legislation	Michelle Heppner 784-3002	Primary			Primary		Jan. 9, 2018	1 year	As Needed	No		No
Military & Veterans Affairs Committee	Ted Puntillo 784-6590				Primary	Primary	Jan. 9, 2018	1 year	As Needed	No		No
Public Art Committee	Megan Greve 784-7900	Primary			Alternate		Jan. 9, 2018	1 year	As Needed	No		No
Regional Park Committee	Resource Management Bill Emlen 784-6765	Primary			Primary		Jan. 9, 2018	1 year	As Needed	No		No
Senior Issues Committee	Jerry Huber, 784-8400		Primary		Primary		Jan. 9, 2018	1 year	As Needed	No		No
Solano 360 Committee Project	Nancy Huston 784-6107	Primary		Primary			Jan. 9, 2018	1 year	As Needed	No		No
Solano 360 Implementation Committee	Nancy Huston 784-6107	Primary		Primary			Jan. 9, 2018	1 year	As Needed	No		No
Solano Children's Alliance	Alan Kerzin 421-7229		Primary				Jan. 9, 2018	4 years	1st Wed., 12 p.m.	No		No
Transportation Land Use Committee	Resource Management Bill Emlen 784-6765			Primary	Primary		Jan. 9, 2018	1 year	As Needed	No		No
University of California Cooperative Extension Capital Corridor Multi-County Partnership Leadership Advisory Committee	Morgan Doran 784-1317				Primary	Alternate	Jan. 9, 2018	1 year	As Needed	No		No
TOTAL ASSIGNMENTS		29	21	22	32	21						
Blue - Requested to remain on Board/Commission												
Red = Request to be removed from Board/Commission												
Green = Request to be appointed to Board Commission												
Updated 12-28-18												

2018 BOARD OF SUPERVISORS APPOINTMENTS

2 CCR 18702.59(b)(3)/Form 806

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Spering	District 4 Supervisor Vasquez	District 5 Supervisor Thomson	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required
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NACO		Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year				
REGIONAL/STATE												
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ABAG Regional Planning Committee	Miriam Chion 415-820-7900		Primary				Jan. 9, 2018	1 year	1st Wed. alternative months 1:00-3:00 p.m.	\$150.00	\$0-\$1,000	No
Bay Area Air Quality Management District (BAAQMD). Term ends January 2021.	Marcy Hiratzka 415-749-5073			Primary			Jan. 9, 2018	4 year	1st and 3rd Wed., 9:45 a.m.	\$100 + tolls & mileage	\$2,000-\$3,000	Yes
BAAQMD Sub Committees	Marcy Hiratzka 415-749-5073			Primary			Jan. 9, 2018	4 year	9:30 a.m.	\$100 + tolls & mileage	\$2,000-\$3,000	Yes
Bay Conservation and Development Commission	Lawrence Goldzband 415-352-3600			Primary	Alternate		Jan. 9, 2018	1 year	1st & 3rd Thurs., 1p.m.	\$100	\$2,000-\$3,000	Yes
California Fairs Financing Authority	Becky Bailey-Findley 916-263-6177				Primary		Jan. 9, 2018	1 year	Quarterly	No		Yes
CSAC, Board of Directors	Matt Cate, Executive Director 916-327-7500 ext. 506	Primary	Alternate				Jan. 9, 2018	1 year	2/16, 5/18, 9/7, 11/30	No		No
Delta Counties Coalition	Roberta Goulart 784-7914				Primary	Alternate	Sept. 11, 2018	1 year	As Needed	No		No
Delta Protection Commission	Ashley Medina 916-375-4800				Alternate	Primary	Jan. 9, 2018	1 year	Every other month	No		Yes
Delta Conservancy Board	Brandon Chapin 916-375-2091				Primary	Alternate	Jan. 9, 2018	2 year	4th Wed. alternate months beginning Jan. 9:00 - 12:00 p.m.			Yes
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Northern California Counties Tribal Matters Consortium	Nancy Huston 784-6107 & Michelle Heppner 784-3002	Alternate			Primary		Jan. 9, 2018	1 year	As needed			No
Yolo Bypass/Cache Slough Complex MOA	Roberta Goulart 784-7914				Alternate	Primary	1-May-18	1 year	As Needed	No		No
Yolo-Solano Air Quality Board	Denise Almaguer 530-757-3675		Primary	Alternate	Primary	Primary	Jan. 9, 2018	1 year	2nd Wed., 9:00 a.m.	\$100.00	\$1,001-\$2,000	Yes
4 C's	Michelle Heppner 784-3002	Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year	1/12, 3/9, 5/11, 8/10, 11/9 @ 7 pm	No		Yes
4 C's Joint Steering Committee *Vice Chair of 4C's and Chair of Board of Supervisors	Michelle Heppner 784-3002	Primary			Primary		Jan. 9, 2018	1 year	As Needed	No		Yes
REGIONAL/STATE - OTHER												
Metropolitan Transportation Commission (MTC) (Appointment to MTC is through nomination by the Mayor's City Selection Committee and affirmed by the Board of Supervisors every four years)	Steven Heminger, Executive Director 510-817-5810			Primary			Feb. 10, 2015	4 years	4th Wed., 9:30 am	\$100 + tolls & mileage	\$2,000-\$3,000	Yes
Bay Area Toll Authority (BATA) (MTC Member)	Steven Heminger, Executive Director 510-817-5810			Primary			Feb. 10, 2015	4 years	4th Wed., 9:30 am	\$100 + tolls & mileage	\$1,001-\$2,000	Yes
Napa/Solano Area Agency on Aging Oversight Board	Joyce Goodwin, 784-8203	Alternate	Primary				Nov. 6, 2018	4 years	TBD	No		Yes
Service Authority for Freeways & Expressways (SAFE) (MTC Member)	Steven Heminger, Executive Director 510-817-5810			Primary			Feb. 10, 2015	4 years	As Needed	\$100 + tolls & mileage	\$0-\$1,000	Yes

2018 BOARD OF SUPERVISORS APPOINTMENTS

2 CCR 18702.59(b)(3)/Form 806

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Spering	District 4 Supervisor Vasquez	District 5 Supervisor Thomson	Appointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required
COUNTYWIDE												
Community Action Partnership (CAP) Solano JPA Tripartite Advisory Board	Tonya Nowakowski 784-8401 & Debbie Vaughn 784-6113	Primary					Jan. 9, 2018	2 year	As Needed	No		No
East Vallejo Fire Protection District	Magen Yambao 784-1969	Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year	Quarterly	No		Yes
First 5 Solano Commission	Andrew Boatright 784-1492	Primary					Jan. 9, 2018	1 year	1/10, 3/7, 4/4, 6/6, 8/8, 10/3, 10/21 Retreat 10-3 p.m., 12/5	\$100	\$0-\$1,000	Yes
In-Home Supportive Services Public Authority	Teri Ruggiero 784-8803	Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year	Jan., March, April, June, Aug., Oct., Nov. 3rd Mon. 2-4 p.m.			Yes
Juvenile Justice Coordinating Council	Christopher Hansen 784-4803	Primary					Jan. 9, 2018	1 year	As Needed	No		No
Law Library Board of Trustees	Bonnie Katz 784-1502	Primary					Jan. 9, 2018	1 year	Monthly	No		No
LAFCO	Michelle McIntyre 439-3897			Primary	Primary	Alternate	Jan. 9, 2018	1 year	2nd Mon. of even numbered months, 1:30 p.m.	\$100	\$0-\$1,000	Yes
Mental Health Advisory Board	Cindy Limerick 784-8336		Primary				Jan. 9, 2018	1 year	3rd Tues of the month with exception of July 4:30 - 6:00 p.m.	No		Yes
Remote Access Network Board	Angelica Russell 784-7048					Primary	Jan. 9, 2018	1 year	Last Thurs. in Feb., or March & Oct. 10:00 a.m.	No		No
Solano County Blue Ribbon Commission on Children in Foster Care	Sara Jones 207-7619	Primary					Jan. 9, 2018	1 year	As Needed	No		No
Solano Economic Development Corp.	Pat Uhrich 864-1855	Primary			Alternate		Jan. 9, 2018	1 year	1/12, 3/9, 5/11, 7/13, 9/14, 11/9 @ 9:00 am	No		No
Solano Land Trust	Nicole Byrd 432-0150 ext. 210				Primary		Jan. 9, 2018	1 year	1st Wed. at 5:30 p.m.	No		Yes
Solano Open Space (formerly Tri-City & County Cooperative Planning Group)	Resource Management Matt Walsh 784-3168	Alternate	Primary				Jan. 9, 2018	1 year	Quarterly	No		Yes
Solano Transportation Authority	Johanna Masiclat 424-6008	Alternate		Primary			Jan. 9, 2018	1 year	2nd Wed., 6:00 p.m.	\$100	\$1,001-\$2,000	Yes
Solano County Water Agency	Sandra McLean 455-1100	Primary	Primary	Primary	Primary	Primary	Jan. 9, 2018	1 year	2nd Thurs., 6:30 p.m.	100 + mileage	\$1,001-\$2,000	Yes
Solano County Consolidated Oversight Board (effective July 1, 2018) Public Member: Jerry Wilkerson	Jeanette Neiger, 784-6125			Primary		Alternate	Mar 13, 2018	1 year	TBD	No		Yes
Solano Subbasin Groundwater Sustainability Agency Board of Directors (Dist. 4 & 5 permanent primaries. Alternate Board member appointed annually)	Misty Kaltreider 784-3311			Alternate	Primary	Primary	Jan. 9, 2018	Alternate 1 year	2nd Thurs. each month @ 5:00 p.m.	No		Yes
Solano Water Authority	Natasha Montgomery 455-4080			Primary	Alternate		Jan. 9, 2018	1 year	As Needed	No		Yes
Solid Waste Independent Hearing Panel	Jag Sahota 784-3308				Primary		Jan. 9, 2018	1 year	As Needed	\$100	\$0-\$1,000	Yes
Travis Community Consortium	David White, Fairfield City Manager 428-7400				Alternate	Primary	Jan. 9, 2018	1 year	As Needed			No
Vacaville-Fairfield-Solano Greenbelt Authority	Brian Miller 428-7446			Primary	Primary		Jan. 9, 2018	1 year	As Needed	No		
Vallejo Flood & Wastewater District	Holly Charley 644-8949 x202	Primary	Alternate				Jan. 9, 2018	1 year	2nd Tues. Jan.-July 6-7 p.m., 3rd Tues. Aug. 6-7 p.m., 2nd Tues. Sept.- Dec. 6-7 p.m.	\$100	\$1,001-\$2,000	Yes
Winters Branch Library Financing Authority	Chris Crist, Business Svcs. Manager 530-666-8083				Primary	Primary	Jan. 9, 2018	1 year	As Needed	No		Yes

2018 BOARD OF SUPERVISORS APPOINTMENTS

2 CCR 18702.59(b)(3)/Form 806

Committee	Contact Information	District 1 Supervisor Hannigan	District 2 Supervisor Brown	District 3 Supervisor Spering	District 4 Supervisor Vasquez	District 5 Supervisor Thomson	Apointment Date	Length of Term	Meeting Time	Compensation	Estimated Annual	Economic Interest Statement Required
BOARD OF SUPERVISORS COMMITTEES												
Area Agency on Aging Committee	Birgitta Corsello, 784-6100		Primary	Primary			May 1, 2018	1 year	As Needed	No		No
Cannabis Committee	Bill Emlen 784-6765	Primary			Primary		Jan. 9, 2018	1 year	As Needed	No		No
City of Vallejo Interagency Committee	City Manager's Office, City of Vallejo 648-4576	Primary	Primary				Jan. 9, 2018	1 year	As Needed	No		No
Fair Governance Committee	Nancy Huston, 784-6107		Primary			Primary	Feb. 6, 2018	1 year	As Needed	No		No
Health & Social Services & Family Justice Committee	Jerry Huber, 784-8400	Primary	Primary				Jan. 9, 2018	1 year	As Needed	No		No
Inactive												
Historical Records Committee	Dianne Luna 784-3105		Primary			Primary	Jan. 9, 2018	1 year	As Needed	No		No
Human Services Needs Assessment Committee	Megan Richards, 784-1335	Primary			Primary		Sept. 25, 2018	1 year	As Needed	No		No
Law & Justice Committee Inactive												
Legislation	Michelle Heppner 784-3002	Primary			Primary		Jan. 9, 2018	1 year	As Needed	No		No
Military & Veterans Affairs Committee	Ted Puntillo 784-6590				Primary	Primary	Jan. 9, 2018	1 year	As Needed	No		No
Public Art Committee	Kanon Artiche 784-2781	Primary			Alternate		Jan. 9, 2018	1 year	As Needed	No		No
Regional Park Committee	Resource Management Bill Emlen 784-6765	Primary			Primary		Jan. 9, 2018	1 year	As Needed	No		No
Senior Issues Committee	Jerry Huber, 784-8400		Primary		Primary		Jan. 9, 2018	1 year	As Needed	No		No
Solano 360 Committee Project	Nancy Huston 784-6107	Primary		Primary			Jan. 9, 2018	1 year	As Needed	No		No
Solano 360 Implementation Committee	Nancy Huston 784-6107	Primary		Primary			Jan. 9, 2018	1 year	As Needed	No		No
Solano Children's Alliance	Alan Kerzin 421-7229		Primary				Jan. 9, 2018	4 years	1st Wed., 12 p.m.	No		No
Transportation Land Use Committee	Resource Management Bill Emlen 784-6765			Primary	Primary		Jan. 9, 2018	1 year	As Needed	No		No
University of California Cooperative Extension Capital Corridor Multi-County Partnership Leadership Advisory Committee	Morgan Doran 784-1317				Primary	Alternate	Jan. 9, 2018	1 year	As Needed	No		No
TOTAL ASSIGNMENTS		29	21	22	32	21						
Updated 1-2-19												

SUMMARY OF BOARD OF SUPERVISORS' COMMITTEES AND 2018 APPOINTMENTS

City County Coordinating Council (CCCC or 4 C's) Joint Steering Committee

Purpose: The purpose of the Joint Steering Committee includes developing the draft work plan for the CCCC, the setting of the meeting agendas, confirming presentations and speakers, and working with staff of respective agencies invited or requested to attend or make presentations at CCCC meeting.

Membership: Consists of the Chair of the Mayor's Conference, the Chair of the Board of Supervisors and the designated Chair and Vice Chair of the CCCC.

Terms: One-year appointment

Current Appointments: Supervisor Erin Hannigan and Supervisor John Vasquez.

County Support Staff: Michelle Heppner, 784-3002

Area Agency on Aging Committee

Purpose: This Committee's purpose is to work jointly with the Napa County Board of Supervisors to develop recommendations for a long-term structure replacing the Area Agency on Aging.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Monica Brown and Supervisor Jim Spring.

County Support Staff: Birgitta Corsello, 784-6100

Cannabis Committee

Purpose: This Committee's purpose is to address the changing regulatory environment regarding various types of cannabis activity, including the cultivation and processing of cannabis.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Erin Hannigan and Supervisor John Vasquez.

County Support Staff: Bill Emlen, 784-6765

City of Vallejo Interagency Committee

Purpose: The Vallejo City Council established the Interagency Committee on schools in 1973 to study and make recommendations with regard to the impact of residential

development on schools. Duties were later expanded to include the undertaking of studies and making reports and recommendations on issues of mutual interest and concern to participating commissions and agencies of the Committee.

Membership: Three members from the Vallejo City Council, two members from the Vallejo City Unified School District Board of Trustees, two members from the Greater Vallejo Recreation District Board of Directors, two member from the John F. Kennedy Library Board, two members from Solano Community College District Board of Trustees, two members from the Solano County Board of Supervisors (added by City of Vallejo Resolution number 13-133 NC), and two members from the Solano Transportation (Soltrans) Board of Directors.

Terms: No terms stipulated by the resolution. However, the Board reviews each year.

Current Appointments: Supervisor Erin Hannigan and Supervisor Monica Brown.

County Support Staff: City Manager's Office, City of Vallejo, 648-4576

Fair Governance Committee

Purpose: This Committee's purpose is to meet with Directors of the Solano County Fair Association (SCFA) to address concerns raised by the SCFA; to discuss revisions, clarifications and modifications to the SCFA By-Laws and the Fairgrounds Management and Operations Agreement; and to report back to the Board of Supervisors on recommendations on how to proceed going forward with the Fair.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Monica Brown and Supervisor Skip Thomson.

County Support Staff: Nancy Huston, 784-6107

Community Action Partnership (CAP) Solano JPA Tripartite Advisory Board

Purpose: An advisory board to the CAP Solano JPA (per requirements of the federal Community Services Block Grant Act), responsible for the oversight and development of the 2016 work plan and the 2016/17 strategic plan for Community Services Block Grant (CSBG) funds.

Membership: Membership is comprised of at least 12 members, of which, one-third is elected governmental officials, a minimum of one-third representing low-income sector, and the remainder from major groups and interest in the community served. On December 9, 2014, H&SS recommended, and the Board appointed, one member of the Board of Supervisors as an elected public official for a two year term.

Term: Two year appointment.

Current Appointment: Supervisor Erin Hannigan.

County Support Staff: Tonya Nowakowski, 784-8401 & Debbie Vaughn 784-6113

Health and Social Services and Family Justice Committee

Purpose: The Committee's purpose is to address health and social services issues and family justice issues such as family/domestic violence in Solano County and make recommendations to the full Board.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Erin Hannigan and Supervisor Monica Brown. However, the Committee is currently inactive.

County Support Staff: Jerry Huber, 784-8400

Historical Records Committee

Purpose: The committee's purpose is to work with County staff and the Solano County Historical Records Commission (SCHRC) to identify and evaluate future options for managing the County's non-mandated, discretionary Historical Records program.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Monica Brown and Supervisor Skip Thomson.

County Support Staff: Dianne Luna, 784-3105

Human Services Needs Assessment Committee

Purpose: The committee's purpose is to develop a comprehensive human services needs assessment report for Solano County to be used in establishing a durable framework to assist the Board in making financial decisions based on highest needs and Board desired outcomes.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Erin Hannigan and Supervisor Skip Thomson.

County Support Staff: Megan Richards, 784-1335

Law and Justice Committee

Purpose: The Committee's purpose is to review and address County law and justice issues referred to it by the Board of Supervisors, and to make recommendations to the full Board.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: No appointments. The Committee is currently inactive.

County Support Staff: County Administrator's Office (CAO). A CAO analyst coordinates support provided by the County's Public Protection departments and some of the County's General Government departments.

Legislation Committee

Purpose: This Committee's purpose is to address legislative and water issues affecting Solano County. The Committee reviews and recommends positions on State and Federal legislation and budget actions impacting Solano County, recommends amendments to the County's Legislative Platform, and advances Board approved positions and strategies in Sacramento and Washington, D.C.

Membership: Two members of the Board of Supervisors.

Terms: One year appointment.

Current Appointments: Supervisor Erin Hannigan and Supervisor John Vasquez.

County Support Staff: Michelle Heppner, 784-3002

Military and Veterans Affairs Committee

Purpose: This Committee's purpose is to address military and veterans issues in Solano County and make recommendations to the full Board.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor John Vasquez and Supervisor Skip Thomson.

County Support Staff: Ted Puntillo, 784-6590

Public Art Committee

Purpose: This Committee's purpose is to establish a public art program to promote the arts and culture in Solano County by establishing a public fund to be used in the purchase, or commission of public art within designated public buildings owned by the County. The Committee is to ensure that public art in public buildings is a component of every construction project by ensuring that planning funding is made available.

Membership: Comprised of seven members including one member of the Board of Supervisors, the County Architect, the Director of Library Services, the Chair of the Solano County Planning Commission or a designated Planning Commission member, the County Administrator, a member of Solano Community College's art program, and a member of the Solano County Arts Council.

Terms: One-year appointment.

Current Appointments: Primary – Supervisor Erin Hannigan and Alternate – Supervisor John Vasquez.

County Support Staff: Megan Greve, 784-7900

Regional Park Committee

Purpose: To provide oversight of exploratory efforts towards establishment of a regional park system in Solano County.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Erin Hannigan and Supervisor John Vasquez.

County Support Staff: Bill Emlen, 784-6764

Senior Issues Committee

Purpose: This Committee's purpose is to address senior issues in Solano County and make recommendations to the full Board.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Monica Brown and Supervisor John Vasquez.

County Support Staff: Jerry Huber, 784-8400

Solano 360 Committee Project

Purpose: The Committee's purpose is to oversee the Fairground redevelopment.

Membership: Two members of the Board of Supervisors and two members from the Solano County Fair Board.

Terms: One-year appointment.

Current Appointments: Supervisor Erin Hannigan and Supervisor Jim Spring.

County Support Staff: Nancy Huston, 784-6107

Solano 360 Implementation Committee

Purpose: The Solano 360 Implementation Committee is charged with providing policy direction and dispute resolution for the Solano 360 Project. The Committee is established under the executed Development Agreement between the County and the City of Vallejo.

Membership: Two members of the Board of Supervisors and two members of the Vallejo City Council.

Terms: One-year appointment.

Current Appointments: Supervisor Erin Hannigan and Supervisor Jim Spering.

County Support Staff: Nancy Huston, 784-6107

Solano Children's Alliance

Purpose: The Solano Children's Alliance (SCA) was established in 1982 to advise the Board of Supervisors on children's issues. Later, the Board of Supervisors also designated the Alliance as the county's SB997 children's council for purposes of facilitating greater service coordination, integration, and capacity to obtain waivers of state regulation that create barriers to integration. In March 2012, the Board of Supervisors approved the merger of the Solano Children's Alliance and the County's Child Abuse Prevention Council. SCA members are appointed by the Board of Supervisors based on membership categories described in the SCA bylaws.

Membership: The Alliance consists of the following 20 representatives: two from Solano County H&SS, one from Probation-Juvenile Division, one from Solano County Superior Court (presiding judge of Juvenile Court or designee), one from County Superintendent of Schools, one from a local school district or designee, one from District Attorney's Office, five from community based organizations that provide services to children and/or families, one from the county board of supervisors, one from law enforcement, one from a regional center, one from child care planning council, one from a community based organization with ties to an ethnic community and two community representatives/parents/grandparents/consumers.

Terms: Four year appointment

Current Appointment: Supervisor Monica Brown.

Support Staff: Alan Kerzin, 421-7229

Transportation Land Use Committee

Purpose: This Committee's purpose is to address transportation and land use issues affecting Solano County and make recommendations to the full Board.

Membership: Two members of the Board of Supervisors.

Terms: One-year appointment.

Current Appointments: Supervisor Jim Spering and Supervisor John Vasquez.

County Support Staff: Bill Emlen, 784-6765

UC Cooperative Extension (UCCE) Capital Corridor Multi-County Partnership Leadership Advisory Committee

Purpose: Provide input in to UCCE program development; including a review and discussion of past, current and future program levels, and the combination of in-kind and monetary resources necessary from each of the three counties (Sacramento, Solano and Yolo) to support identified programmatic capacities. The advisory committee will also review and provide input on the UCCE program's annual budget in each of the counties.

Membership: Comprised of two representatives from each of the following counties: Sacramento County, Solano County and Yolo County. One of the two representatives will be the County CAO/CEO (or their designee); and one will be a Supervisor (or an alternate Supervisor).

Terms: One-year appointment.

Current Appointments: Primary – Supervisor John Vasquez and Alternate – Supervisor Skip Thomson.

County Support Staff: Morgan Doran, 784-1317