

SUPPLEMENTAL BUDGET ADJUSTMENTS – EXPLANATIONS AND JUSTIFICATIONS

Section 1 – Supplemental Adjustments to the Recommended Budget (Subject to the Budget Act)

The following supplemental adjustments represent new requests and increases to the FY2019/20 Recommended Budget.

General Fund – Fund 001

The FY2019/20 Recommended Budget for the General Fund is balanced. The net increase in County General Fund Costs included in the Supplemental Budget is \$1,015,112 and is recommended to be funded through available Fund Balance following the close of FY2018/19, and/or through a reduction in the transfer proposed to the Committed - Capital Renewal Reserves in FY2019/20.

Board of Supervisors Administration – Fund 001 / 1008: \$100,000 increase in appropriations; no increase in revenue, resulting in a \$100,000 increase in Net County Cost to fund consultant services related to Countywide Strategic Planning to be conducted in coordination with the Board of Supervisors.

County Administrator – Fund 001 / 1100: \$317,178 increase in appropriations; no increase in revenue, resulting in a \$317,178 increase in Net County Cost. The increase in appropriations is for Salaries and Benefits, computer equipment and other costs for the addition of 1.0 FTE TBD in the County Administrator's Office funded by the General Fund. The Board has asked for the County Administrator to bring back details regarding the change in the organization structure in the County Administrator's Office and the finalization of the position classification by September 2019.

General Services – Fund 001 / 1117: \$310,282 increase in appropriations; no change in revenue, resulting in a \$310,282 increase in Net County Cost.

- \$250,135 increase in appropriations for Salaries and Benefits, computers and space re-configurations for 1.0 FTE Senior Staff Analyst and 1.0 FTE Office Assistant II. The new positions were approved by the Board on May 14, 2019 and are funded by General Fund.
- \$35,147 increase in appropriations for computers, equipment and space re-configurations for the newly approved full-time positions.
- \$50,000 for small projects related to the Auditor/Controller's Office (ACO) request for space reconfiguration, partially funded by \$25,000 Intrafund Transfer from the Auditor/Controller's Office, and the balance funded by County General Fund.

General Services – Real Estate Services Fund 001 / 1640: \$77,480 decrease in appropriations; no change in revenue, resulting in a \$77,480 decrease in Net County Cost.

- Real Estate Services requests a decrease of \$77,480 in appropriations resulting from the deletion of 1.0 FTE Real Estate Manager and the addition of 1.0 FTE Real Estate Agent (TBD) position approved by the Board on May 14, 2019.

Auditor/Controller's Office – Fund 001 / 1200: The Auditor/Controller's Office requests to reclassify \$25,000 from Services and Supplies to Intrafund Transfers to fund the space reconfiguration related to the recommended new 1.0 FTE Deputy Auditor/Controller approved in concept on June 11, 2019 and are included in the FY2019/20 Recommended Budget.

General Expenditures – Fund 001 / 1903: \$2,522,500 increase in appropriations; \$2,000,000 increase in revenue, resulting in a \$522,500 increase in Net County Cost.

- \$2,000,000 increase in Operating Transfer to the Accumulated Capital Outlay fund to address increases in projected cost for capital projects, funded by an increase draw from the General Fund - Capital Renewal Reserve.
- \$322,500 increase in Operating Transfer to Health & Social Services primarily to fund positions included in the H&SS reorganization approved by the Board on June 4, 2019, and funding for the re-budget the County General Fund contribution approved by the Board in June 2018 for the Napa/Solano Area Agency on Aging (AAA) to continue consulting services in support of the new AAA.
- \$200,000 to fund consultant services related to studies and other services necessary to evaluate Countywide Fire Service and options to address needed services.

Resource Management – Fund 001 / BU 2910: \$2,000 increase in appropriations; \$159,368 increase in revenues, resulting in a \$157,368 decrease in Net County Cost.

- \$2,000 increase in Travel Expense for refinery training and workshops related inspections at the Valero refinery, fully revenue offset from Hazardous Materials Enforcement fund.
- \$157,368 increase in revenues associated with permit/service fees approved by the Board of Supervisors on May 7, 2019.

Office of Family Violence Prevention – Fund 001 / BU 5500: \$432,828 increase in appropriations; \$438,828 increase in grant revenue, resulting in no change in Net County Cost.

- \$172,776 in Contracted Services to provide advocacy services to clients at the Solano Family Justice Center.
- \$125,632 in Contracted Services to provide mental health clinician services to clients at the Solano Family Justice Center.
- \$95,000 in Contracted Services to increase collaboration between regional Family Justice Centers and Kaiser hospitals and health centers.
- \$14,050 in Other Professional Services for Project Pet Save to care for the pets of victims of domestic violence actively fleeing abuse.
- \$10,000 in Memberships for the annual Family Justice Center Alliance membership fee.
- \$5,000 in Clothing/Personal Supplies – Client for emergency clothing vouchers for clients of the Solano Family Justice Center.
- \$5,000 in Food for Indigent Clients for emergency food vouchers for clients of the Solano Family Justice Center.
- \$5,000 in Transportation for Clients for transportation vouchers for clients of the Solano Family Justice Center.
- \$370 in Office Expense for grant-related expenses.

Other Funds

Accumulated Capital Outlay (ACO) – Fund 006 / BU 1700: \$2,000,000 increase in appropriations; \$2,000,000 increase in revenue, resulting in no change in Fund Balance.

- \$1,200,000 to fund plumbing and piping replacement for the Downtown Jail, funded by General Fund – Capital Renewal Reserve.
- \$300,000 to fund roof repairs and replacement if needed of General Services Department's Surplus Warehouse and Department of Agriculture Warehouse located at Cordelia campus, funded by General Fund – Capital Renewal Reserve.
- \$500,000 to fund pending projects to prepare the Solano County Fairgrounds site for redevelopment and/or to reduce maintenance and operational impacts, funded by General Fund – Capital Renewal Reserve.

Fleet Management – Fund 034 / 3100: \$23,500 decrease in appropriations; \$23,500 decrease in revenue, resulting in no change in Fund Balance.

- The Department of General Services/Fleet Management requests a decrease of \$23,500 in appropriations due to reduction of one vehicle purchase funded by H&SS.

Nut Tree Airport – Fund 047 / 9000: \$5,680 increase in appropriations; no change in revenue, resulting in a \$5,680 decrease in Fund Balance.

The Department of General Services requests an increase of \$5,680 in appropriations resulting from the reclassification of 1.0 FTE Office Assistant III to 1.0 FTE Office Coordinator (TBD). The Board approved the assessment of the position during the May 14, 2019 Board meeting.

Road Fund – Fund 101 / BU 3010: \$442,000 increase in appropriations; \$14,692 increase in revenues, resulting in a \$427,308 net reduction in the Contingency reflected in the Recommended Budget.

- \$400,000 increase for the purchase of land for Road Right of Way, funded by Road Fund Balance.
- \$21,000 increase in Equipment for hardware to connect Public Works sign shop and operations/survey offices at the Fairfield Corporation Yard to the County network.
- \$15,000 increase in Other Professional Services for contractor to install cabling at the Public Works sign shop and operations/survey offices at the Fairfield Corporation Yard to the County network.
- \$6,000 increase in Software Maintenance and Support for an increase in Software license fees for the Public Works cost accounting system.

- \$14,692 increase in revenues associated with permit/service fees approved by the Board of Supervisors on May 7, 2019.

Reclassify 1.0 FTE Staff Analyst (Senior) to 1.0 FTE Administrative Services Manager in the Department of Resource Management as job duties expanded to include fiscal operation of all divisions and to improve organizational and operational efficiencies of the department, funded by the Road Fund as reflected in the FY2019/20 Recommended Budget.

CDBG 99 – Fund 105 / BU 8215: \$1,400 increase in revenues resulting from the closeout of Microenterprise Fund 110 and the subsequent operating transfer of the remaining Fund Balance in Fund 110 to CDBG 99 Fund 105 / BU 8215, as recommended in consultation with the Auditor-Controller's Office.

Microenterprise Business – Fund 110 / BU 2110: \$1,400 increase in appropriations to transfer remaining Fund Balance from Fund 110 to CDBG 99 Fund 105 / BU 8215 in order to close out Fund 110, as recommended in consultation with the Auditor-Controller's Office.

Housing Authority – Fund 150 / BU 1510: \$200,000 increase in appropriations; \$200,000 increase in revenues, resulting in no change in Fund Balance.

- The \$200,000 increase in Federal Other – Revenue is a result of an increased payment from U.S. Department of Housing and Urban Development which will be appropriated through Other Professional Services to the City of Vacaville to continue to implement programs on behalf of the Solano County Housing Authority.

Grants/Programs Administration – Fund 151 / BU 1570: \$40,000 increase in appropriations; \$40,000 increase in revenue, resulting in no change in Fund Balance.

- \$40,000 increase in Family Support Grants to the Family Resource Center Network offset by revenue from the Children's Trust Fund as recommended by the Children's Alliance.

First 5 Solano Children and Families Commission – Fund 153 / BU 1530: \$90,000 increase in appropriations; \$90,000 increase in revenue, resulting in no change in Fund Balance.

- \$90,000 increase in System Change for a media campaign on Adverse Childhood Experiences (ACEs) offset by grant revenue.

Pension Obligation Bonds – Fund 306 / BU 8006: No net change in appropriations or revenues. Adjustments are reflected to reclassify proceeds from long term debt to adjust for changes in salary included in County Departments Supplemental Budget adjustments.

Public Safety Fund – Fund 900

District Attorney – Fund 900 / BU 6500: \$49,915 increase appropriations; \$49,915 increase in grant revenue as follows:

- \$20,141 in Intangible Depreciation for deconvolution software in the Bureau of Forensic Services.
- \$15,050 in Fixed Asset-Equipment for a fume hood to increase forensic lab capacity.
- \$7,500 in Fixed Asset-Equipment for a refrigerator to increase forensic lab capacity.
- \$4,034 in Out of State Travel to attend forensic conferences.
- \$3,190 in Education and Training to attend forensic conferences.

Sheriff – Fund 900 / BU 6550: \$781,421 increase in appropriations; \$781,421 increase in revenues as follows:

- \$695,739 increase in appropriations in CAL ID to fund Phase 2 of the Automated Biometric Identification System (ABIS), a critical component of the County Criminal Justice Information System. Funding for the system will be fully offset by Automated Identification Fee funds, revenue from assessments on criminal and traffic fines collected by the Court and a fee of \$1 tied to the vehicle registration fee.
- \$61,612 increase in appropriations in the Civil Program to purchase a web-based application that will replace the current system that is no longer supported by the vendor. The system allows the Civil Program to perform functions such as servicing court documents, tax liens, levies, warrants and wage garnishments and it will capture and store document images and permit documents to be electronically transferred as an original, official court document. Funding for the system will be fully offset by Civil Processing Fees.
- \$13,000 increase in appropriations for the Field Operations Program to purchase and travel to accept a new canine to replace one canine that will be retired in FY2019/20. Asset Forfeiture funds will be transferred into the Sheriff's Office budget to cover the cost of the canine purchase.

- \$11,070 increase in appropriations in the Civil Program to refresh three Civil Deputy vehicle ruggedized laptops. Funding for the computers are fully offset by Civil Processing Fees.

Add 1.0 FTE Deputy Sheriff to provide outreach efforts to the homeless community in the Sheriff Department's Community Oriented Policing Unit, funded with County General Fund and Proposition 172 revenue.

Other Public Safety Funds

Sheriff's Other Administered Funds

The Sheriff's Office administers several complex multi-year and multi-agency federal and State funds and grants, some that require multi-agency coordination in developing funding-appropriate projects and corresponding expenditure plans. Modifications to grants' budgets are frequently required, depending on actual progress towards project completion, and considering the respective Fund's annual budgets are developed months before the end of the fiscal year.

The Sheriff's Office requests the following changes:

Civil Processing – Fund 241 / BU 4111: \$72,682 increase in appropriations; no change in revenue, resulting in a \$72,682 net reduction in the Contingency reflected in the Recommended Budget.

- \$72,682 increase in appropriations for operating transfers out to the Sheriff's operating budget to fund the Mobile Deputy Services feature of the Civil Program software and refresh of rugged vehicle laptops, funded by Fund Balance.

Asset Forfeiture – Fund 253 / BU 4122: \$13,000 increase in appropriations; no change in revenue, resulting in a \$13,000 net reduction in the Contingency reflected in the Recommended Budget.

- \$13,000 increase in appropriations for operating transfers out to the Sheriff's operating budget to fund a new patrol canine and travel to accept the canine, funded by Fund Balance.

Homeland Security Grants – Fund 256 / BU 2538/2539: \$215,641 net increase in appropriations; \$215,641 net increase in revenue, resulting in no change in Fund Balance.

BU 2588 – 2018 Urban Areas Security Initiatives: \$368,209 increase in appropriations; \$368,209 increase in grant revenue as follows:

- \$203,209 increase in appropriations for education and training.
- \$165,000 increase in appropriations for the fixed asset purchase of interoperable communications, microwave link equipment.

BU 2597 - 2017 Homeland Security: \$106,856 decrease in appropriations; \$106,856 decrease in grant revenue as follows:

- \$42 increase in appropriations for training and travel expense for one Sheriff employee to attend the 2018 HAZMAT Continuing Challenge held in September 2019.
- \$106,898 decrease in appropriations to Non-County Agencies.

BU 2598 - 2018 Homeland Security: \$45,712 decrease in appropriations; \$45,712 decrease in grant revenue as follows:

- \$34,062 decrease in appropriations to Non-County Agencies.
- \$9,150 decrease in appropriations for communications equipment.
- \$2,500 decrease in appropriations for accounting and financial services.

Automated Identification – Fund 326 / BU 4050: \$673,943 increase in appropriations; no change in revenue, resulting in a \$673,943 net reduction in the Contingency reflected in the Recommended Budget.

- \$673,943 increase in appropriations for operating transfers out to the Sheriff's operating budget to fund Phase 2 of the Automated Biometric Identification System.

Health and Social Services (H&SS) Fund – Fund 902

Health and Social Services – Fund 902: - \$5,305,729 net increase in appropriations; \$5,305,729 net increase in revenue, resulting in no net change. See details below:

Administration Division – BU 7501: \$1,646,115 increase in appropriations combined with a decrease in charges to the Social Services and Health Services divisions.

- \$582,637 decrease in Salaries and Benefits to move Research and Planning staff to Social Services and Health Services. The decrease is offset by a reduction in charges from H&SS Administration to Social Services and Health Services.
- \$1,646,115 increase in Salaries and Benefits to add the first-year personnel costs associated with the Department's reorganization approved by the Board of Supervisors on June 4, 2019, for FY2019/20 funded with Public Health Intergovernmental Transfer (IGT) revenue. Midyear adjustments will be specific to federal, State, and Realignment revenues and will be made as specific positions are filled.

Social Services Division – BU 7680: \$137,500 increase in appropriations offset by increases in County General Fund, 1991 Realignment and Recording Fees.

Child Welfare Services (CWS):

- \$40,000 increase in Interfund Services – Professional for an increase in expenditures to support the Family Resource Center (FRC) Network. The Children's Alliance voted for the increased expenditure which is funded by the Children's Trust Fund.
- \$75,000 increase in Consulting Services for an operational review offset by an increase in 1991 Realignment.

Employment Eligibility (E&ES):

- \$147,801 increase in Salaries and Benefits to reflect the transfer of Research and Planning staff from the Administration Division to Employment and Eligibility Services offset by a decrease in charges from Administration Division.

Napa/Solano Area Agency on Aging (N/S AAA):

- \$2,500 increase in DoIT costs for the estimated charges associated with video recording and posting of the AAA Oversight Board meetings funded by County General Fund.
- \$20,000 increase in Contributions to Non-County Agency to Meals on Wheels for a replacement vehicle for food transportation services funded by County General Fund.

Behavioral Health Division – BU 7780: \$1,086,473 increase in appropriations offset by increases in federal Short Doyle, 2011 Realignment and Mental Health Services Act (MHSA).

- \$1,109,973 increase in Contracted Direct Services for transition age youth services, increased case management, respite services, full service partnership services, and EPSDT (early and periodic screening, diagnostic and treatment services) offset by MHSA, federal Short Doyle Medi-Cal and 2011 Realignment.
- \$23,500 decrease in Transfer out – Fleet to reduce the FY2019/20 vehicle purchases by one vehicle resulting in a decrease in MHSA.

Health Services Division – BU 7880: \$2,370,634 increase in appropriations offset by decrease in Administration Division charges, and increases in 1991 Public Health Realignment, State Grant Revenue, Public Health Intergovernmental Transfer (IGT) revenue, and Federally Qualified Health Center revenue.

- \$434,836 increase in Salaries and Benefits to reflect the transfer of Research and Planning staff from the Administration Division to Health Services offset by a decrease in charges from the Administration Division.
- \$1,589,420 increase in appropriations for the Whole Person Care program to develop a shared data site, expand legal aid services to clients, and operate a transitional housing program for clients requiring medical respite offset by increased State Grant revenue for the program.
- \$90,908 increase in Contracted Direct Services to expand the Healthy Families program and add bilingual case management services offset by 1991 Public Health Realignment.
- \$285,000 increase in Contracted Services to provide training and education around adverse childhood experiences and trauma informed care and to develop a Mass Care and Shelter Plan offset by 1991 Public Health Realignment.
- \$681,406 decrease in State and federal allocations for Black Infant Health non-reimbursable program costs under the Healthy Families America model which allows the division to serve a greater number of individuals offset by Public Health Intergovernmental Transfer (IGT) revenue.

- \$2,400 increase in Food for indigent clients for the Tuberculosis program to provide snacks and drinks to directly observed therapy patients offset by 1991 Public Health Realignment.
- \$10,000 increase in Equipment to replace the public health lab freezer offset by 1991 Public Health Realignment.
- \$9,450 increase in Public Health and \$9,450 decrease in Family Health Services Indigent Care to transfer the costs of diagnostic tuberculosis x-rays from Family Health Services to Public Health.
- \$150,000 increase in Special Departmental Expense to provide medication assisted treatment access in the Family Health Services clinics offset by grant revenue.
- \$327,913 increase in Salaries and Benefits and Pension Obligation Bond to add 1.0 FTE Clinic Physician Supervisor to Family Health Services Vacaville Primary Care Clinic to replace the 1.0 FTE Clinic Physician transferred to Public Health to fulfill the mandated Medical Director role for California Children's Services and provide services to the Maternal Child and Adolescent Health program funded by Federally Qualified Health Center (FQHC) revenues.
- \$85,007 decrease in Salaries and Benefits and Pension Obligation Bond to delete 1.0 FTE Health Assistant from the Public Health Black Infant Health program funded with Public Health Intergovernmental Transfer (IGT) revenue.

Mental Health Services Act (MHSA) – Fund 906 / BU 9600: \$1,011,473 increase in revenue appropriations to fund Behavioral Health programs.

- \$185,100 increase in Operating Transfers Out to Behavioral Health BU 7735 to address caseload increases in the transitional age youth contract.
- \$333,987 increase in Operating Transfers Out to Behavioral Health BU 7744 to increase case management services to reflect cost of living adjustments and caseload.
- \$306,700 increase in Operating Transfers Out to Behavioral Health BU 7781 to increase appropriations in the respite program to include startup costs and to increase the family and peer support contract.
- \$209,186 increase in Operating Transfers Out to Behavioral Health BU 7737 to reflect cost of living adjustments.
- \$23,500 decrease in Operating Transfers Out to Behavioral Health BU 7733 to decrease appropriations for vehicle purchases from five to four.

Section 2 – Re-budgeting of FY2018/19 Project/Program Costs to FY2019/20

The following adjustments represent re-budgeting of FY2018/19 appropriations or reductions in the FY2019/20 Recommended Budget due to the timing/status of FY2018/19 projects and programs. These projects and programs were previously approved by the Board.

Other Funds

Road Fund – Fund 101 / BU 3010: \$2,735,000 increase in appropriations; \$423,513 increase in revenues, resulting in a \$2,302,487 decrease in Fund Balance.

- \$380,000 increase in Other Professional Services for HSIP Guardrail project not completed in FY2018/19 that will be completed and billed within FY2019/20. These projects will be funded by Road Fund Balance.
- \$2,355,000 increase in Construction in Progress for the Cherry Glen Culverts, Farrell Road Intersection and Porter Road Widening projects not completed in FY2018/19 that will be completed and billed within FY2019/20. These projects will be funded by Road Fund Balance.
- \$432,513 increase in revenues in Federal Construction for HSIP Guardrail project that will be completed and billed within FY2019/20.

Health and Social Services (H&SS) Fund – Fund 902

Social Services Division – BU 7680: \$20,000 increase in appropriations; \$20,000 increase in revenues.

- \$20,000 increase in Contracted Services and a \$20,000 increase in revenues to re-budget the County General Fund contribution approved by the Board in June 2018 for the Napa/Solano Area Agency on Aging (AAA) to continue consulting services in support of the new AAA.