



Solano County

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

Minutes - Draft Board of Supervisors

*Erin Hannigan (Dist. 1) Chairwoman
(707) 553-5363*

*Monica Brown (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*

Thursday, June 25, 2020

9:00 AM

Board of Supervisors Chambers

Special Meeting

CALL TO ORDER

The Solano County Board of Supervisors met on the 25th day of June, 2020 in special 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 Brown, Spering, Vasquez, Thomson and Chairwoman Hannigan. Chairwoman Hannigan presided. Also present were County Administrator Birgitta E. Corsello and County Counsel Bernadette S. Curry.

ROLL CALL

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

APPROVAL OF THE AGENDA

On motion of Supervisor Vasquez, Seconded by Supervisor Brown, the Board approved the agenda of the Solano County Board of Supervisors for June 25, 2020 as submitted. So ordered by 5-0 vote.

REGULAR CALENDAR

- 1 [20-431](#) Conduct a noticed/published hearing to consider approval of the FY2020/21 Preliminary Recommended Budget and Preliminary Budget Adjustments for the purpose of having authority to spend until the final budget is adopted; and Approve specific authorizations as outlined herein:
- a. County Administrator's presentation of the FY2020/21 Preliminary Recommended Budget
 - b. Recommendations for consideration and action regarding the FY2020/21 Recommended Budget documents, including technical adjustments proposed at this hearing
 - c. Public Comment of the FY2020/21 Preliminary Recommended Budget
 - d. Selection of budget units for discussion and Board of Supervisor members' comments
 - e. Board discussion of budget units selected for discussion by functional area
 - f. Continue FY2020/21 Preliminary Recommended Budget Hearings as needed until conclusion
 - g. Final Public Comment of the FY2020/21 Preliminary Recommended Budget
 - h. Adopt the Budget and Position Resolutions for FY2020/21 and other recommendations included in the Preliminary Recommended Budget and technical adjustments from the Board budget hearings

Attachments: [A - Summary of FY2020/21 Preliminary Budget Adjustments](#)
[B - Permanent Position Allocation and Resolution](#)
[C - Preliminary Recommended Fixed Asset List](#)
[D - Preliminary Recommended Capital Projects List](#)
[E - Community Investment Fund Update](#)
[F - FY2020/21 Budget Resolution](#)
[G - Link to the FY2020/21 Preliminary Recommended Budget](#)
[H - Budget Notice](#)
[Adopted Position Allocation Resolution](#)
[Adopted Preliminary Budget Resolution](#)
[Minute Order](#)

**COUNTY ADMINISTRATOR'S PRESENTATION OF THE FY2020/21
PRELIMINARY RECOMMENDED BUDGET AND RECOMMENDATIONS
FOR CONSIDERATION AND ACTION REGARDING THE FY2020/21
RECOMMENDED BUDGET DOCUMENTS, INCLUDING TECHNICAL
ADJUSTMENTS PROPOSED AT THIS HEARING**

County Administrator Birgitta Corsello and Budget Officer Ian Goldberg provided an overview of the FY2020/21 Preliminary Recommended Budget.

In response to questions from Supervisor Spering, Mr. Goldberg provided information on property tax revenue losses and projections.

Ms. Corsello provided information on how the budget was being looked at in regard to mission critical positions.

In response to a question from Chairwoman Hannigan, Mr. Goldberg provided information on actual costs for FY2019/20, noting that the costs were still being calculated.

Supervisor Vasquez commented on the budget process and noted that the County had a good process in place and thanked staff for the continuous work being done. He then commented on past Board decisions during economic downturns.

In response to a question from Supervisor Spering, Mr. Goldberg provided information on monitoring of future pension costs.

Ms. Corsello provided an explanation of how the Department of Resource Management budgets were shown in the budget, noting that staff had followed the State's requirements for how to list the budget.

Supervisor Spering advised that it would be helpful to have a page that showed the Resource Management budget in total and the responsibilities of the department. He noted that he appreciated the approach staff was taking related to fixed assets and capital projects.

Ms. Corsello and Mr. Goldberg provided additional information on projects and assets that staff had identified to be critical to move forward on.

**PUBLIC COMMENT OF THE FY2020/21 PRELIMINARY
RECOMMENDED BUDGET**

Chairwoman Hannigan opened the public hearing and invited members of the public to address the Board on this matter. The following comments were received:

A) Christina Kinnevey commented in support of funding for Drug Safe Solano.

B) Ann Finkelstein commented in support of funding for Drug Safe Solano.

C) Ramon Castelblanch commented in support of funding for Drug Safe Solano.

SELECTION OF BUDGET UNITS FOR DISCUSSION AND BOARD OF SUPERVISOR MEMBERS' COMMENTS AND BOARD DISCUSSION OF BUDGET UNITS SELECTED FOR DISCUSSION BY FUNCTIONAL AREA

There were no budget units selected by the Board members.

Supervisor Thomson commented on funding for Shelter Solano Inc., noting that he wanted to make sure the funding was being used appropriately.

In response to questions from Supervisor Thomson, Shelter Solano Inc. Onsite Director Brandon Wirth provided information on how funds were being utilized and spent.

Deputy Director of Health and Social Services - Employment and Eligibility Programs Marla Stuart provided information on a contract with Shelter Solano to provide housing for CalWORKs families. She advised that she would provide a report to the Board with more information on the program.

Director of Health and Social Services Gerald Huber provided additional information on challenges that Shelter Solano was facing and advised that these challenges would continue in the future.

In response to questions from Supervisor Thomson, Deputy Director of Health and Social Services - Behavioral Health Sandra Sinz provided information on the number of individuals that could be sheltered using the \$500,000 in budgeted funding and on what the desired outcomes were for the individuals.

Supervisor Thomson commented on the need to have a goal to address what the causes or reasons were that individuals were becoming homeless and how to help them become productive citizens again.

Ms. Sinz commented on services provided at the shelter and the goal of the program.

In response to questions from Supervisor Thomson, Mr. Wirth provided information on the number of beds, staff and operation costs and advised that a full report of challenges and costs would be provided in the next month.

Supervisor Thomson commented on the need for help for Shelter Solano.

Mr. Wirth provided information on which cities were partnering with Shelter Solano and noted that discussions were taking place with the cities.

In response to questions from Chairwoman Hannigan, Mr. Wirth provided information on the shelter's daily average attendance, construction of a new kitchen and advised that the report in July would provide additional information.

Supervisor Spering commented on past failures of the shelter and the need to discuss critical issues on an annual basis. He then commented on challenges of measuring success and suggested that the Board have a meeting with Shelter Solano on an annual basis.

In response to questions from Supervisor Spering, Mr. Wirth provided information on the lease agreement for the shelter with the City of Fairfield.

Supervisor Spering advised that the annual report include how the measurables in the lease agreement were being met.

In response to questions from Supervisor Spering and Chairwoman Hannigan, Assessor-Recorder Marc Tonnesen provided an update on the assessment system upgrade taking place for the department.

Ms. Corsello provided additional information on challenges for staff in operating the old system, noting that three departments would be benefiting from the new system.

Supervisor Thomson commented on the importance of property taxes and past delays in the Recorder side of the department.

Mr. Tonnesen noted that the new system was for the assessment side of the department and on challenges for the recording side of the department that had been resolved by the use of electronic recording.

Ms. Corsello commented on the request by speakers for funding to Drug Safe Solano, noting that it was important to assisting the Health and Social Services department. She advised that it was a late request that could be added into the Supplemental Budget for the September budget hearing if the Board gave direction to do so.

In response to a comment from Chairwoman Hannigan, Mr. Huber provided information on the importance of funding for Drug Safe Solano.

Supervisor Brown commented on concerns about potentially opening a door to a flood of funding requests. She noted a need for documentation for the business case of the funding request.

Supervisor Spering noted that the funding was not a measurable amount and that he was supportive if Mr. Huber could work it out in the department budget.

**FINAL PUBLIC COMMENT OF THE FY2020/21 PRELIMINARY
RECOMMENDED BUDGET**

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

Chairwoman Hannigan closed the public hearing.

On motion of Supervisor Vasquez, seconded by Supervisor Brown, the Board voted 5-0 to approve and take the following actions:

1. Adopted Resolution No. 2020-136 approving both the FY2020/21 Preliminary Recommended Budget and the FY2020/21 Preliminary Budget adjustments for the purpose of having authority to spend until the final budget is adopted.
2. Approved the attached Changes in Position Allocation List reflecting allocated positions included in the Preliminary Recommended Budget and adopted Resolution No. 2020-135 amending the List of Numbers and Classifications of Positions incorporating only the deletions and additions recommended in the FY2020/21 Preliminary Recommended Budget to be effective July 1, 2020.
3. Approved only the list of Fixed Assets included in the Preliminary Recommended Budget (See Recommended Budget narratives) to be effective July 1, 2020.
4. Approved only the list of Capital Projects in both Accumulated Capital Outlay and Public Works Departments reflected in the Preliminary Recommended Budget to be effective July 1, 2020.

Approved delegated authority to facilitate the closeout of FY2019/20:

5. Authorized the Auditor-Controller, with the concurrence of the County Administrator, to transfer appropriations within a fund to cover FY2019/20 year-end closeout if justified, subject to the transfer(s) not increasing the total appropriation within the fund.
6. As part of FY2019/20 closeout, authorized the transfer and/or redistribution of Board approved County General Fund Contributions between departments within Fund 900 (Public Safety) and between departments/divisions for Fund 902 (Health & Social Services), provided that the Board approved General Fund Contribution/appropriation amount to Funds 900 and 902 remain within the approved County General Fund Contribution/appropriations amount.
7. Authorized the Auditor-Controller, in consultation with the County Administrator, to carry forward Board-approved capital project appropriations into FY2020/21 to facilitate the accounting and management of multi-year capital projects.
8. Authorized the Auditor-Controller, in consultation with the County Administrator, to carry forward Board-approved unspent grant appropriations into FY2020/21 to facilitate the accounting and management of multi-year grants.

9. As part of the FY2019/20 closeout, authorized the Auditor-Controller, with the County Administrator's approval, to transfer available Accrued Leave Payoff funds appropriated in the General Expenditures Budget to any department/fund which has incurred unanticipated accrued leave payoff costs which cannot be covered within existing department budget appropriations.

10. As part of the FY2019/20 closeout, if the Midyear projection of Fund Balance for the General Fund is not met (estimated at \$24.7 million), County Administrator will authorize the Auditor-Controller to reduce the following General Fund reserves in this order, Accrued Leave Payoff, Capital Renewal, Employer PERS Rate Increase, and then General Fund Contingency for FY2020/21 by the amount short of the projection.

Approved delegated authority to facilitate additional actions related to financing of the FY2020/21 Preliminary Recommended Budget:

11. Authorized the County Administrator, assisted by the Auditor-Controller, to draw down the following:

- i. Committed Fund Balance - Capital Renewal by \$6.4 million to fund various capital projects.
- ii. Committed Fund Balance - Employer PERS Rate Increase by \$2 million to augment funding of retirement cost increases.
- iii. Committed Fund Balance - Accrued Leave Payoff by \$1.5 million for unanticipated retirement costs in FY2020/21.

12. In the event the General Fund's year-end Fund Balance exceeds the amount needed to balance the FY2020/21 Budget of \$24.7 million, and as may be adjusted by the Board of Supervisors following Budget Hearing deliberations, authorized the County Administrator to direct the Auditor-Controller to increase unrestricted Fund Balance to finance the gap between revenues and expenditures for FY2020/21 of any amount and to transfer year-end General Fund Balances to all or some of the following committed/restricted reserves in the following manner:

- i. Increase the General Fund Committed Fund Balance for Capital Renewal up to \$5.0 million;
- ii. Increase the General Fund Committed Fund Balance for General Fund Reserves up to \$4.0 million; and
- iii. Increase the General Fund Committed Fund Balance for the Employer PERS Rate Increases up to \$5.0 million.

13. Authorized the Auditor-Controller to apply year-end available Fund Balance at 6/30/2020 as an Operating Transfers-Out to the Library Contingency (BU 9304) in the following Budget Units: Library Zone 1 (BU 6150), Library Zone 2 (BU 6180), Library Zone 6 (BU 6166), and Library Zone 7 (BU 6167).

14. Authorized the Auditor-Controller to increase (decrease) appropriations in the Department of Child Support Services Operations Division (BU 2488, subobject 0002312) by the available year-end Fund Balance at 6/30/2020.

15. Authorized the Auditor-Controller to increase (decrease) appropriations in the East Vallejo Fire Protection District (BU 9814, subobject 0002245) by available year-end Fund Balance.

16. Authorized the Director of Human Resources, with the concurrence of the County Administrator, to make technical changes to the Position Allocation List.

17. Authorized the Auditor-Controller, with the concurrence of the County Administrator, to make adjustments after the close of the Budget Hearing and the end of the fiscal year as needed and where applicable to balance the FY2020/21 Budget.

18. Authorized the County Administrator to delete positions that have been vacant for over six months, in accordance with the 2011 Budget Reduction Strategy of eliminating or freezing vacant positions and only filling positions that are "Mission Critical" to the organization, and to accordingly direct the Director of Human Resources to make technical changes to the Position Allocation List as needed.

19. Authorized the Auditor-Controller, with concurrence of the County Administrator, to increase General Fund Committed Reserves for Capital Renewal, Employer PERS Rate Increases or General Fund Reserves by repayments from General Fund Loans.

20. Authorized the Auditor-Controller, with the County Administrator's approval, to increase the General Fund Balance for Accrued Leave Payoff by the amount appropriated in the General Expenditures Budget for Accrued Leave Payoff not used by the end of FY2019/20.

21. Authorized the County Administrator to sign all agreements and/or contract amendments resulting from the Board's approval of the FY2020/21 Preliminary Recommended Budget and Preliminary Budget adjustment requests.

Enactment No: Resolution No. 2020-135 and Resolution No. 2020-136

ADJOURN:

This meeting of the Solano County Board of Supervisors adjourned at 10:55 A.M. Next meeting of the Solano County Board of Supervisors will be July 28, 2020 at 9:00 A.M., Board Chambers, 675 Texas Street, Fairfield, California.

ERIN HANNIGAN, Chairwoman
Solano County Board of Supervisors

BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By _____
Jeanette Neiger, Chief Deputy Clerk