

GENERAL INFORMATION
County of Ventura – State of California

On September 13, 2011, the Board of Supervisors adopted the Countywide Strategic Plan including the County's Mission Statement, Values, and Guiding Principles. These statements are reproduced here to reaffirm the importance of these principles in guiding the planning and defining the purpose of the County's budget process.



~MISSION~

To provide superior public service and support so that all residents have the opportunity to improve their quality of life while enjoying the benefits of a safe, healthy, and vibrant community.

~VALUES~

Build and foster public trust through:

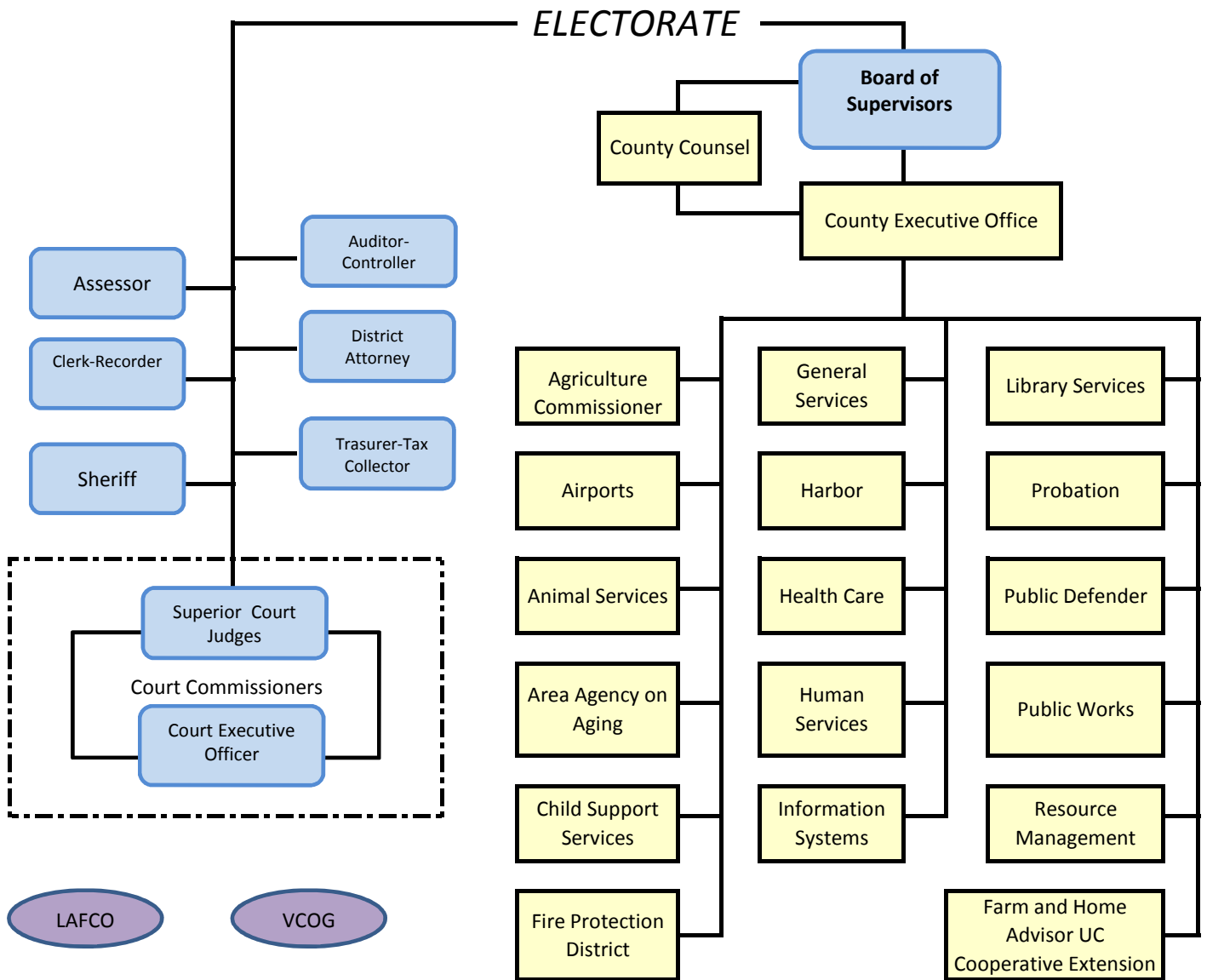
- ❖ Ethical Behavior*
- ❖ Transparency and Accountability*
- ❖ Equitable treatment and respect of all constituents*
- ❖ Excellence in service delivery*

~GUIDING PRINCIPLES~

We focus on service our resident and business communities by:

- ❖ Adopting carefully considered policies*
- ❖ Staying competitive through the implementation of proven practices and the effective use of technology*
- ❖ Delivering services in a business and constituent friendly, customer-service driven, cost effective manner*
 - ❖ Utilizing strategic thinking and action*
- ❖ Promoting an action-oriented, empowered, and accountable workforce*
 - ❖ Planning for and developing programs to meet future needs*
 - ❖ Operating in a fiscally responsible manner*

COUNTY OF VENTURA



Elected

Appointed

Other



TO: THE RESIDENTS OF THE COUNTY OF VENTURA

In accordance with the provisions of Sections 29000 through 29144 of the California Government Code, the County of Ventura presents the Fiscal Year (FY) 2012-13 Adopted Budget, adopted by the Board of Supervisors on June 18, 2012 and balanced based on financial information available at that time.

The Fiscal Year (FY) 2012-13 Adopted Budget is the plan of financial operations for departments, agencies and special districts governed by the Board of Supervisors. The budget contains estimated expenditures for the fiscal year and the proposed means of financing those expenditures. The budget document is available at the Auditor-Controller's website noted below. Following is a summary of the budget document.

BUDGET OVERVIEW

Total budgeted appropriations increased to \$1.721 billion, representing a total of 2.3% increase over the prior year. The majority of the increase is attributed to Health Care projects which are mostly offset by a corresponding increase in revenue. The FY2011-12 total actual expenditures of \$1.563 billion were 10.1% lower than the FY2012-13 budgeted appropriations.

In the General Fund, appropriations of \$877 million increased by \$4.651 million or 0.5% over the prior year adopted budget. The increase in appropriations is primarily due to an increase in salaries and employee benefits, particularly retirement costs, and is partially off-set by corresponding decreases in services, supplies and other ISF charges, direct aid payments, and debt service.

Total budgeted revenues of \$1,622 billion increased \$15 million, or 0.9% over the prior year adopted budget. Within total budgeted revenues, tax revenues increased \$5.8 million, 1.5% over prior year budget amount. Over the same period, current secured property tax revenue increased by \$5 million, or 1.7%. The FY2011-12 total actual revenue of \$1,582 billion was lower than the FY2012-13 budgeted revenues. In general, the total increase in budgeted revenue can be attributed to nominal increases in taxes, licenses, fees and franchises and charges for services.

The County's budget is based on several significant principles and guidelines, including:

- A structurally balanced budget where ongoing requirements are financed with ongoing revenues.
- Year-end fund balance or carryover for the General Fund is not considered an ongoing available financing source but should be used to maintain policy-set fund balance levels and finance one-time expenditures.
- Budget adjustments will occur as the fiscal year progresses to reflect reasonable and conservative fluctuations in revenue and expenditures.
- Recommendations are in compliance with the Public Safety Ordinance 4088 settlement agreement.

- State or federal funding reductions for specific programs and services are offset by corresponding cuts in the same department budgets and programs or offset by alternative revenue or net cost decreases in other department programs.
- Focus on ensuring sufficient resources to meet core County service needs by defining department budget priorities and implementing Performance Measurement to establish and monitor efficiency.
- Reduced overhead and enhanced cost effectiveness in addition to the various initiatives launched by the Service Excellence Program through Lean 6 Sigma projects and alignment to the County's Five Year Strategic Plan.

BUDGET HIGHLIGHTS

- The composite employer contribution rate for Retirement Contributions increased from 22.43% to 23.82% of covered payroll resulting in an estimated increase in total County employer contributions of approximately \$12.5 million.
- The adopted budget does not assume any general salary increase for any labor group.
- Unfunded and unrecorded Actuarial Accrued Liabilities for the Management Retiree Health Plan and the Subsidized Medical Program are estimated at \$14.7 million and \$17.5 million respectively.
- Behavioral Health Department restructuring and realignment reflected an increase of \$4.1 million in appropriation. Public Health has been adversely affected by the State budget cuts declining slightly from last year. Ventura County Medical Center expects to continue with a positive operating gain in FY13.
- A general fund contribution for In Home Support Services of \$3.9 million was required to fund this program due to increased growth in aid payments.
- Total General Fund Unassigned Fund Balance – Subsequent Year's Financing is \$96.8 million, an increase of \$8 million or 9.2% higher over the prior year adopted budget.
- General Fund secured property taxes are budgeted at \$167 million, an increase of \$4 million or 2.2% over prior year. Countywide, the secured property assessed valuation of \$101 billion has increased by \$726 million, or 0.7% compared to the prior year.
- A net increase in full-time equivalent positions (FTE) of 27 or 0.3%, over prior year adopted budget with a decrease of 13 FTEs, or -0.3% in the General Fund.

Although the budget is balanced, significant challenges still exist that could negatively impact the County's current and future financial position. Key areas of concern include: continuing impact of the past economic recession on numerous revenues, specifically sales and property tax based revenues; continuing impact of the economic recession effect on retirement fund earnings; continuing State budget issues; and expanding service needs in health and human services and public safety.

The State enacted the Fiscal Year 2012-13 budget on June 27, 2012. The State budget was passed along with the assumption that proposed tax hikes and initiatives proposed by the Governor will pass in November 2012 election. Without additional revenues, deep reductions enacted last year and proposed this year will continue resulting in \$6.1 billion additional trigger cuts, which include funding earmarked for a variety of public safety and watershed protection programs. Total State spending is at \$225 billion this

year, an increase of 7 percent from last year. The County will continue to monitor the State budget to ensure that corresponding adjustments are made in the County's budget for possible State funding reductions, program shifts, or other factors that may cause negative impact to County programs.

The adopted budget incorporates revised budgetary standards and practices as issued by the State Controller's Office in January, 2010, Revision No. 1, effective January 2012. It presents Fund Balances in accordance with the Governmental Accounting Standards Board (GASB) issued *Statement No. 54, "Fund Balance Reporting and Governmental Fund Type"*.

Let us know if you have any questions, comments, or suggestions concerning the budget or regarding the finances of the County of Ventura. Contact information is noted at the bottom of the preceding page.

Sincerely,



CHRISTINE L. COHEN
Auditor-Controller

COUNTY OF VENTURA

FY 2012-2013 ADOPTED BUDGET USER'S GUIDE

The Adopted Budget has been prepared in compliance with State Controller and Code of Regulations guidelines. Schedules 1 through 9 present detail for 'County (Governmental) Funds' as defined by the State Controller. Schedules 10 and 11 present detail of the Internal Service Funds and Enterprise Funds respectively. Schedules 12 through 15 pertain to Special District Funds whose affairs and finances are under the supervision and control of the Board of Supervisors. A brief description of the type of information contained in each of the schedules is included below:

SUMMARY INFORMATION

Schedule 1, All Funds Summary: represents the County's total budget and summarizes 'Total Financing Sources' and 'Total Financing Uses' of County funds that are under the direct control of the Board of Supervisors, including governmental-type funds (general, special revenue, debt service and capital projects funds) as well as enterprise, internal service, special districts and other agencies and the Independent special districts (Special District Enterprise funds). The specific funds included under "Governmental Funds" are found in Schedule 2; "Other Funds" are represented in Schedule 10 (ISF), Schedule 11 (Enterprise), Schedule 12 (Special District and Other Agencies) and Appendix C (Special District Enterprise Funds).

Schedule 2, Governmental Funds Summary: displays 'Total Financing Sources' and 'Total Financing Uses' for County Governmental funds consisting of general, special revenue, debt service, capital projects and permanent funds. Detail for "Decreases/Increases to Fund Balances" (columns 3 and 7) is found in Schedule 4. Detail for column 4, "Additional Financing Sources" can be found in Schedules 5 and 6. Detail for column 6, "Financing Uses" is found in Schedules 7, 8, and 9.

Schedule 3, Fund Balance - Government Funds: summarizes fund balance, encumbrances, reserves and designation information by fund, for County Governmental funds displayed in Schedule 2 (column 2). Encumbrances, reserves and designations are subtracted from actual total fund balance to determine the amount of fund balance that is unreserved and undesignated as of June 30 of the preceding budget year.

Schedule 4, Obligated Fund Balances – By Governmental Funds: displays detail, by fund, "Decreases/Cancellations (columns 3 and 4) and Increases/New (columns 4 and 5) to obligated fund balances" for Governmental Funds presented in Schedule 1.

FINANCING SOURCES INFORMATION

Schedule 5, Summary of Additional Financing Sources by Source and Fund – Governmental Funds: displays 'Additional Financing Sources' detail by major revenue source and by fund for the 'Governmental' funds noted in Schedule 1. Adopted and Recommended amounts plus the actual revenues for the two previous years are shown.

Schedule 6, Detail of Additional Financing Sources by Fund and Account – Governmental Funds: displays detail by fund, revenue account and source for the 'Additional Financing Sources' (column 7) for 'Governmental' funds presented in Schedule 2 (column 4).

FINANCING USES INFORMATION

Schedule 7, Summary of Financing Uses by Function and Fund – Governmental Funds: the first part of the schedule, “Summarization by Function”, displays ‘Total Financing Uses’ detail for column 8 of Schedule 1 by state function, list of contingencies and provisions for obligated fund balance by fund. The second part displays the same information summarized by fund for ‘Governmental’ funds noted in Schedule 1. Adopted and Recommended amounts, as well as actual expenditures for two previous years are also shown.

Schedule 8, Detail of Financing Uses by Function, Activity and Budget Unit – Governmental Funds: presents detail of total ‘Financing Uses’ presented in Schedule 1 ‘Financing Uses’ (column 6) and Schedule 7 (column 5 ‘Total Financing Uses’ less ‘Total Obligated Fund Balances’), grouped by State Function, State Activity and budget unit.

DEPARTMENTAL DETAIL INFORMATION

Schedule 9, Financing Sources and Uses by Budget Unit by Object – Governmental Funds: an overview, by budget unit, of adopted revenues and appropriations, including the prior year final budget and actual for the Governmental Funds summarized in Schedule 2. Includes appropriations, revenue and summarized position information (FTEs are rounded to the nearest whole number), followed by a brief narrative describing the major activities of the budget unit and the fund in which the budget unit belongs. Corresponding pages depict the revenue and expenditure/appropriation detail by line item for the prior year final budget plus two years of prior year actual. In this schedule, the budget units are organized first by State function, then by State activity, and budget unit.

Schedule 10, Operation of Internal Service Funds: displays operating income (revenue) and expense detail for Internal Service Funds presented in fund and budget unit order.

Schedule 11, Operation of Enterprise Funds: displays operating income (revenue) and expense detail for Enterprise Funds presented in fund and budget unit order.

SPECIAL DISTRICTS INFORMATION

Schedule 12, Special Districts and Other Agencies Summary – Non-Enterprise: displays ‘Total Financing Sources’ and ‘Total Financing Uses’ for Special District funds whose affairs and finances are under the supervision and control of the Board of Supervisors. Detail for “Decreases/Increases to obligated fund balances” (columns 3 and 7) is found in Schedule 14. Detail for column 4, “Additional Financing Sources” and column 6, “Financing Uses,” can be found in Schedule 15.

Schedule 13, Fund Balance - Special Districts and Other Agencies - Non-Enterprise: summarizes total fund balance, encumbrances, non-spendable/restricted/committed, and assigned obligated fund balance information, by fund, for the Special District funds displayed in Schedule 12 (column 2).

Schedule 14, Special Districts and Other Agencies Obligated Fund Balance – Non-Enterprise: displays detail, by fund, “Decreases/Cancellations (columns 3 and 4) and Increases/New (columns 4 and 5) to obligated fund balances” for Special Districts and Other Agencies Funds – Non-Enterprise as presented in Schedule 1 (column 3 and 7).

Schedule 15, Special Districts and Other Agencies Financing Sources and Uses by Budget Unit by Object – Non-Enterprise: an overview, by budget unit, of adopted revenues and appropriations, including the prior year final budget and actual for the Special District Funds summarized in Schedule 12. Includes appropriations, revenue and summarized position information (FTEs are rounded to the nearest whole number), followed by a brief narrative describing the major activities of the budget unit and the fund in which the budget unit belongs. Corresponding pages depict the revenue and expenditure/appropriation detail by line item for the prior year final budget plus two years of prior year actual.

Special District Enterprise Fund Presentation: Per the State of California County Budget Guide, budget forms have not been prescribed for Enterprise Special Districts under the supervision and control of the board of supervisors. However, at individual County discretion, the format for County budget Schedules 10 and 11 may be used to present the managerial budget of “board governed” Enterprise Special Districts.

APPENDICES

Appendix A: Summary of Permanent Positions: provides detail of positions included in the Adopted Budget. Information is organized by budget unit and includes position classification, biweekly salary range, number of Full Time Equivalent positions (FTE) and Count (authorized positions) for the prior year (adopted), current year requested and current year adopted budgets.

Appendix B: Property Taxes and Assessed Valuation Information: The top portion of this schedule shows property tax revenue budgeted for ‘County (Governmental) Funds.’ The bottom half of the schedule details the countywide assessed valuation.

