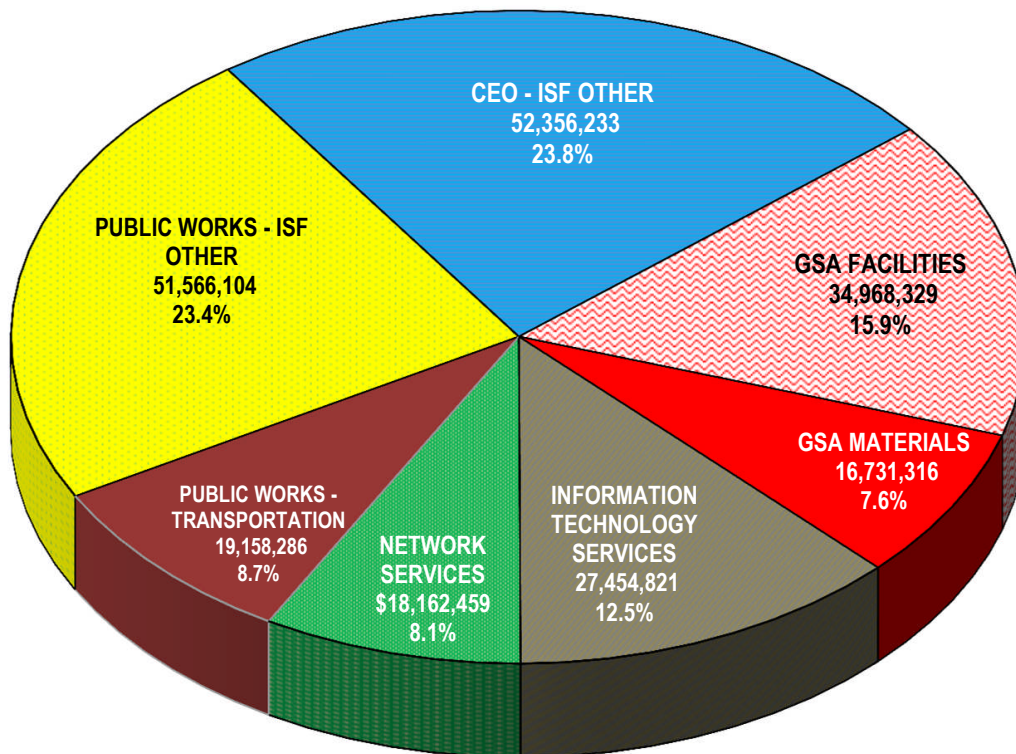


INTERNAL SERVICE FUNDS
County of Ventura – State of California

COUNTY OF VENTURA
SUMMARY OF BUDGET REQUIREMENTS (USES)
INTERNAL SERVICE FUNDS
FISCAL YEAR 2012-13

\$220,397,548



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3000 PUBLIC WORKS SERVICES - ISF
SERVICE ACTIVITY: UNCLASSIFIED

PUBLIC WORKS SERVICES-ISF - 6500

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	38,880,059	35,086,559	38,719,800	38,719,800	38,719,800
TOTAL REVENUES	<u>35,825,500</u>	<u>34,083,657</u>	<u>35,582,500</u>	<u>35,582,500</u>	<u>35,582,500</u>
NET COUNTY COST	3,054,559	1,002,901	3,137,300	3,137,300	3,137,300
 AUTH POSITIONS			327	327	327
FTE POSITIONS			327	327	327

BUDGET UNIT DESCRIPTION:

Public Works Services-Internal Service Fund provides labor and overhead support for its customers. Expenses are incurred and then reimbursed by the service area or department. Central Services directs the activities of the Agency and provides fiscal, real estate, and support services to other Public Works departments. Engineering Services provides subdivision engineering and inspection services, surveyor, project management, consultant and construction contract processing services. Watershed Protection provides planning, design, construction, compliance and monitoring of the National Pollution Discharge Elimination permit, and maintenance of the Watershed Protection District channels, levees, dams, and basins. The Watershed Protection department also provides management and support services to the Groundwater Management Agency and the County's Floodplain Management Program. The Transportation department provides administrative services related to project planning, construction, traffic engineering, transportation planning (including transit) services, and maintains the County road system.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3000 PUBLIC WORKS SERVICES - ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6500 PUBLIC WORKS SERVICES-ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
FRANCHISES 8761	0	6,500	0	0
TOTAL LICENSES, PERMITS & FRANCHISES	0	6,500	0	0
RENTS AND CONCESSIONS 8931	285,876	305,313	302,200	302,200
TOTAL REV- USE OF MONEY & PROPERTY	285,876	305,313	302,200	302,200
OTHER GOV'T AGENCIES 9372	0	5,457	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	5,457	0	0
PLANNING/ENG SERV - FEES 9481	1,374,372	833,975	821,900	821,900
PLANNING/ENG SERV - CONT 9482	2,714,615	2,623,673	3,007,600	3,007,600
PUBLIC WORKS SERVICES 9483	31,988,948	30,180,766	31,321,400	31,321,400
TOTAL CHARGES FOR SERVICES	36,077,935	33,638,414	35,150,900	35,150,900
OTHER SALES 9761	48,651	61,042	25,000	25,000
OTHER REVENUE - MISC 9772	7,242	5,206	400	400
TOTAL MISCELLANEOUS REVENUES	55,893	66,248	25,400	25,400
TOTAL OPERATING INCOME	36,419,704	34,021,932	35,478,500	35,478,500

OPERATING EXPENSE				
REGULAR SALARIES 1101	19,411,228	19,174,990	20,276,700	20,276,700
EXTRA HELP 1102	329,333	336,923	371,300	371,300
OVERTIME 1105	243,637	304,656	410,700	410,700
SUPPLEMENTAL PAYMENTS 1106	493,336	499,004	537,000	537,000
TERMINATIONS/BUYDOWNS 1107	648,929	747,523	798,600	798,600
CALL BACK STAFFING 1108	254,436	407,871	75,000	75,000
RETIREMENT CONTRIBUTION 1121	3,249,213	3,658,792	4,237,100	4,237,100
OASDI CONTRIBUTION 1122	1,229,400	1,227,868	1,331,200	1,331,200
FICA-MEDICARE 1123	302,531	303,530	325,400	325,400
SAFE HARBOR 1124	17,154	22,088	32,800	32,800
RETIREE HLTH PYMT 1099 1128	71,538	83,875	63,600	63,600
GROUP INSURANCE 1141	2,197,587	2,151,734	2,215,500	2,215,500
LIFE INS/DEPT HEADS & MGT 1142	4,497	2,188	1,900	1,900
STATE UNEMPLOYMENT INS 1143	66,213	40,319	33,800	33,800
MANAGEMENT DISABILITY INS 1144	56,429	18,705	20,000	20,000
WORKERS' COMPENSATION INS 1165	421,306	455,335	669,000	669,000
401K PLAN 1171	323,085	323,503	348,400	348,400
TOTAL SALARIES AND EMPLOYEE BENEFIT	29,319,852	29,758,903	31,748,000	31,748,000
MISC. CLOTH & PERSONAL SU 2021	0	91	1,500	1,500
UNIFORM ALLOWANCE 2022	12,384	35,193	38,000	38,000

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3000 PUBLIC WORKS SERVICES - ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6500 PUBLIC WORKS SERVICES-ISF

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
SAFETY CLOTH & SUPPLIES	2023	35,048	38,934	62,000	62,000
TELEPHONE CHGS - NON ISF	2032	78,389	40,147	53,700	53,700
VOICE/DATA - ISF	2033	238,679	216,590	251,900	251,900
RADIO COMMUNICATIONS - ISF	2034	54,781	45,000	40,400	40,400
FOOD	2041	1,584	0	2,000	2,000
REFUSE DISPOSAL	2056	3,118	3,294	5,000	5,000
HAZ MAT DISPOSAL - ISF	2058	8,304	11,566	10,000	10,000
HOUSEKPG/GRNDS-ISF CHARGS	2059	169	72	0	0
GENERAL INSUR ALLOCATION - ISF	2071	67,860	69,476	78,100	78,100
OFFICE EQUIP. MAINTENANCE	2102	19,116	9,682	48,700	48,700
COMM. EQUIP. MAINTENANCE	2103	0	0	1,000	1,000
OTHER EQUIP. MAINTENANCE	2105	1,850	8,180	18,500	18,500
HYDROLOGY SUPPLIES	2106	394	172	0	0
MAINTENANCE SUPPLIES	2107	103,982	99,707	84,100	84,100
MAINTENANCE CONTRACTS	2108	37,533	728	0	0
TRAFFIC SAFETY SUPPLIES	2109	19,623	25,393	31,600	31,600
BUILDING MAINTENANCE	2121	0	156	8,800	8,800
BUILDING EQUIP. MAINTENAN	2122	1,881	1,609	0	0
FACIL/MATLS SQ FT ALLOC-ISF	2125	1,015,026	980,004	1,010,900	1,010,900
OFFICE CONSTRUCTION - ISF	2127	0	17,881	4,500	4,500
OTHER MAINTENANCE - ISF	2128	86,817	42,788	0	0
MEDICAL CLAIMS ISF	2136	7,573	7,014	3,700	3,700
MEMBERSHIPS & DUES	2141	29,592	28,506	39,200	39,200
CASH SHORTAGE	2151	(3)	0	0	0
EDUCATION ALLOWANCE	2154	8,809	3,373	30,900	30,900
INDIRECT COST RECOVERY	2158	1,423,812	919,933	553,400	553,400
MISC. PAYMENTS	2159	213	0	0	0
PRINTING/BINDING-NOT ISF	2171	57,553	73,277	33,100	33,100
BOOKS & PUBLICATIONS	2172	25,639	22,774	42,500	42,500
OFFICE SUPPLIES	2173	143,349	126,278	238,700	238,700
MAIL CENTER - ISF	2174	31,578	34,661	38,600	38,600
PURCHASING CHARGES - ISF	2176	20,636	17,129	18,500	18,500
GRAPHICS CHARGES - ISF	2177	13,056	11,189	15,000	15,000
COPY MACHINE CHGS - ISF	2178	27,360	39,805	25,100	25,100
MISC. OFFICE EXPENSE	2179	488	757	6,500	6,500
SPECIAL OFFICE EXPENSE	2180	8,288	8,179	15,200	15,200
STORES - ISF	2181	17,051	15,124	16,300	16,300
INFORMATION TECHNOLOGY- ISF	2192	779,872	607,498	639,500	639,500
ENGR. & TECH. SURVEYS	2194	327,187	47,325	269,500	269,500

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3000 PUBLIC WORKS SERVICES - ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6500 PUBLIC WORKS SERVICES-ISF

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
COMPUTER SERVICES NON ISF	2195	233,784	253,111	331,100	331,100
PUBLIC WORKS - CHARGES	2197	2,840	0	0	0
OTHER PROF & SPEC SERVICE	2199	168,583	188,980	558,700	558,700
TEMPORARY HELP	2200	32,410	32,763	235,000	235,000
ATTORNEY SERVICES	2202	59,748	53,620	22,500	22,500
SPECIAL SERVICES - ISF	2205	7,388	8,753	900	900
EMPLOYEE HEALTH SERVICES	2211	48,669	0	38,500	38,500
COUNTY GIS EXPENSE	2214	213,050	165,539	186,500	186,500
PUBLIC AND LEGAL NOTICES	2261	5,366	5,273	6,700	6,700
RENT/LEASES EQUIP-NOT ISF	2271	41,535	33,518	20,000	20,000
HEAVY EQUIPMENT - ISF	2274	33,648	15,421	0	0
SOFTWARE RENTAL-NonISF	2275	0	52,644	0	0
BUILD LEASES & RENTALS	2281	25,661	24,937	108,100	108,100
GROUND FACILITY LEASE&RNT	2282	60,269	60,269	60,300	60,300
STORAGE CHARGES	2283	3,672	4,411	7,300	7,300
SMALL TOOLS & INSTRUMENTS	2291	9,288	12,618	13,500	13,500
MINOR EQUIPMENT-OTHER	2292	7,375	6,668	47,000	47,000
COMPUTER EQUIP <5000	2293	85,150	237,020	167,400	167,400
FURNITURE/FIXTURES <5000	2294	14,526	8,177	60,200	60,200
INSTALLS-ELEC EQUIP ISF	2295	0	2,553	3,500	3,500
SPECIAL DEPT. EXP. - 01	2301	7,060	8,419	0	0
SPECIAL DEPT. EXP. - 07	2307	8,037	9,928	55,500	55,500
SPECIAL DEPT. EXP. - 08	2308	(10,998)	2,702	20,000	20,000
SPECIAL DEPT. EXP. - 10	2310	0	3,290	4,000	4,000
TRANS. CHARGES - ISF	2521	271,280	210,681	234,400	234,400
PRIVATE VEHICLE MILEAGE	2522	13,939	13,034	18,100	18,100
CONF. & SEMINARS EXPENSE	2523	135,384	96,599	197,700	197,700
GAS/DIESEL FUEL	2525	85,726	86,295	96,500	96,500
CONFER & SEMINAR EXPENSE ISF	2526	17,565	21,587	21,300	21,300
MOTORPOOL-ISF	2528	0	9,701	10,400	10,400
MISC. TRANS. & TRAVEL	2529	88	162	0	0
UTILITIES - OTHER	2541	30,024	26,568	25,700	25,700
PW CHGS SELLER	2998	(1,000,723)	(754,649)	0	0
PW CHGS BUYER	2999	1,000,723	754,649	0	0
TOTAL SERVICES AND SUPPLIES		6,319,661	5,264,729	6,287,200	6,287,200

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3000 PUBLIC WORKS SERVICES - ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6500 PUBLIC WORKS SERVICES-ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
DEPRECIATION EXPENSE 3611	77,330	62,928	74,500	74,500
TOTAL OTHER CHARGES	77,330	62,928	74,500	74,500
TOTAL OPERATING EXPENSE	35,716,843	35,086,559	38,109,700	38,109,700
OPERATING INCOME (LOSS)	702,861	(1,064,627)	(2,631,200)	(2,631,200)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	149,918	61,726	104,000	104,000
TOTAL REV- USE OF MONEY & PROPERTY	149,918	61,726	104,000	104,000
TOTAL NON-OPERATING REVENUE(EXPENSE)	149,918	61,726	104,000	104,000
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	852,779	(1,002,901)	(2,527,200)	(2,527,200)

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(1,311,300)	(1,521,338)	(1,714,200)	(1,714,200)
INTRAFUND COST ALLOC DECR 5122	1,311,300	1,521,338	1,714,100	1,714,100
TOTAL OTHER FINANCING USES	0	0	(100)	(100)
TOTAL OPERATING TRANSFERS	0	0	(100)	(100)

CHANGE IN NET ASSETS	852,779	(1,002,901)	(2,527,300)	(2,527,300)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
COMPUTER EQUIPMENT 4862	6,091	0	60,000	60,000
COMPUTER SOFTWARE 4863	17,438	10,075	550,000	550,000
OTHER EQUIPMENT 4889	7,953	15,570	0	0
EQUIPMENT CONTRA ACCT. 4993	(31,481)	(25,646)	0	0
TOTAL FIXED ASSETS	0	0	610,000	610,000
TOTAL FIXED ASSETS	0	0	610,000	610,000



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3010 WATERWORKS OPERATION - ISF
SERVICE ACTIVITY: UNCLASSIFIED

WATER & SANITATION OP-ISF - 6550

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	7,260,280	6,381,612	6,739,300	6,739,300	6,739,300
TOTAL REVENUES	<u>6,936,800</u>	<u>6,177,655</u>	<u>6,817,300</u>	<u>6,817,300</u>	<u>6,817,300</u>
NET COUNTY COST	323,480	203,957	(78,000)	(78,000)	(78,000)
 AUTH POSITIONS			56	56	56
FTE POSITIONS			56	56	56

BUDGET UNIT DESCRIPTION:

Public Works Agency's Utility Operation provides labor and overhead support for planning, design, construction, billing, customer service, and operation and maintenance of Waterworks Districts #1 (Moorpark), #16 (Piru), #17 (Bell Canyon), and #19 (Somis), Lake Sherwood Community Services District, Todd Road Jail Wastewater Treatment Plant, County Service Area #30 (Nyeland Acres), County Service Area #34 (El Rio), and Camarillo Airport Utility Enterprise. Operation and maintenance for CSA #29 (North Coast) is provided through a contract with Ventura Regional Sanitation District.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3010 WATERWORKS OPERATION - ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6550 WATER & SANITATION OP-ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
PLANNING/ENG SERV - FEES 9481	45,483	43,137	43,600	43,600
PUBLIC WORKS SERVICES 9483	6,492,954	6,106,617	6,341,900	6,341,900
TOTAL CHARGES FOR SERVICES	6,538,437	6,149,754	6,385,500	6,385,500
OTHER SALES 9761	31,511	8,525	2,000	2,000
OTHER REVENUE - MISC 9772	2,753	12,198	500	500
TOTAL MISCELLANEOUS REVENUES	34,264	20,723	2,500	2,500
TOTAL OPERATING INCOME	6,572,701	6,170,477	6,388,000	6,388,000

OPERATING EXPENSE				
REGULAR SALARIES 1101	3,155,713	3,033,965	3,222,500	3,222,500
EXTRA HELP 1102	15,911	54,085	66,200	66,200
OVERTIME 1105	154,953	160,980	171,900	171,900
SUPPLEMENTAL PAYMENTS 1106	118,100	133,392	72,200	72,200
TERMINATIONS/BUYDOWNS 1107	129,460	93,076	131,400	131,400
RETIREMENT CONTRIBUTION 1121	548,757	583,550	685,500	685,500
OASDI CONTRIBUTION 1122	206,129	200,490	218,200	218,200
FICA-MEDICARE 1123	51,064	49,858	53,200	53,200
SAFE HARBOR 1124	2,347	7,406	8,200	8,200
RETIREE HLTH PYMT 1099 1128	12,487	11,801	22,100	22,100
GROUP INSURANCE 1141	381,182	366,131	381,300	381,300
LIFE INS/DEPT HEADS & MGT 1142	640	306	300	300
STATE UNEMPLOYMENT INS 1143	11,101	6,664	5,300	5,300
MANAGEMENT DISABILITY INS 1144	6,703	2,211	2,500	2,500
WORKERS' COMPENSATION INS 1165	76,944	83,613	130,600	130,600
401K PLAN 1171	44,034	44,368	43,300	43,300
TOTAL SALARIES AND EMPLOYEE BENEFITS	4,915,524	4,831,897	5,214,700	5,214,700
UNIFORM ALLOWANCE 2022	7,436	8,822	10,000	10,000
SAFETY CLOTH & SUPPLIES 2023	11,320	13,071	11,000	11,000
TELEPHONE CHGS - NON ISF 2032	23,132	14,194	18,100	18,100
VOICE/DATA - ISF 2033	39,273	38,676	40,200	40,200
RADIO COMMUNICATIONS - ISF 2034	10,805	10,055	12,100	12,100
FOOD 2041	107	88	500	500
REFUSE DISPOSAL 2056	5,687	3,509	6,000	6,000
HAZ MAT DISPOSAL - ISF 2058	74	74	500	500
GENERAL INSUR ALLOCATION - ISF 2071	109,167	0	0	0

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3010 WATERWORKS OPERATION - ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6550 WATER & SANITATION OP-ISF

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
AUTOMOTIVE EQUIP. MAINTEN	2101	0	0	500	500
OFFICE EQUIP. MAINTENANCE	2102	2,488	2,376	4,800	4,800
OTHER EQUIP. MAINTENANCE	2105	6,142	9,083	9,000	9,000
MAINTENANCE SUPPLIES	2107	32,705	12,665	7,000	7,000
MAINTENANCE CONTRACTS	2108	2,589	2,441	5,000	5,000
TRAFFIC SAFETY SUPPLIES	2109	558	1,206	1,000	1,000
BUILDING MAINTENANCE	2121	27,964	25,615	28,000	28,000
IMPROVEMENTS-MAINTENANCE	2123	0	0	2,000	2,000
GROUNDS-MAINTENANCE	2124	12,738	9,000	15,500	15,500
FACIL/MATLS SQ FT ALLOC-ISF	2125	24,727	25,266	25,400	25,400
OTHER MAINTENANCE - ISF	2128	5,418	11,259	3,000	3,000
MEDICAL SUPPLIES & EXPENS	2132	0	0	500	500
LAB SUPPLIES & EXPENSE	2134	2,024	0	2,000	2,000
MEDICAL CLAIMS ISF	2136	519	429	300	300
MEMBERSHIPS & DUES	2141	9,068	10,380	10,000	10,000
EDUCATION ALLOWANCE	2154	403	1,121	4,000	4,000
INDIRECT COST RECOVERY	2158	161,483	124,452	98,600	98,600
MISC. PAYMENTS	2159	808	863	1,000	1,000
PRINTING/BINDING-NOT ISF	2171	5,276	5,830	8,000	8,000
BOOKS & PUBLICATIONS	2172	209	1,152	1,000	1,000
OFFICE SUPPLIES	2173	20,178	16,543	25,000	25,000
MAIL CENTER - ISF	2174	10,657	5,391	13,500	13,500
PURCHASING CHARGES - ISF	2176	3,862	2,163	3,100	3,100
GRAPHICS CHARGES - ISF	2177	4,030	824	3,500	3,500
COPY MACHINE CHGS - ISF	2178	3,094	3,754	3,100	3,100
MISC. OFFICE EXPENSE	2179	0	0	500	500
SPECIAL OFFICE EXPENSE	2180	1,490	1,812	1,000	1,000
STORES - ISF	2181	618	66	2,000	2,000
INFORMATION TECHNOLOGY- ISF	2192	89,368	127,895	84,100	84,100
MANAGEMENT & ADMIN SURVEY	2193	266,200	268,400	292,500	292,500
ENGR. & TECH. SURVEYS	2194	0	0	9,000	9,000
COMPUTER SERVICES NON ISF	2195	1,374	3,562	3,700	3,700
OTHER PROF & SPEC SERVICE	2199	17,804	26,203	28,000	28,000
TEMPORARY HELP	2200	11,433	12,406	10,000	10,000
ATTORNEY SERVICES	2202	0	0	2,000	2,000
SPECIAL SERVICES - ISF	2205	281	155	500	500
EMPLOYEE HEALTH SERVICES	2211	6,200	0	5,000	5,000
COUNTY GIS EXPENSE	2214	6,790	2,719	2,700	2,700

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3010 WATERWORKS OPERATION - ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6550 WATER & SANITATION OP-ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
PUBLIC AND LEGAL NOTICES 2261	0	0	2,000	2,000
RENT/LEASES EQUIP-NOT ISF 2271	2,352	1,917	2,000	2,000
SMALL TOOLS & INSTRUMENTS 2291	0	0	2,000	2,000
MINOR EQUIPMENT-OTHER 2292	2,262	2,509	2,000	2,000
COMPUTER EQUIP <5000 2293	9,328	11,501	13,000	13,000
FURNITURE/FIXTURES <5000 2294	0	0	2,000	2,000
INSTALLS-ELEC EQUIP ISF 2295	0	18,928	5,400	5,400
SPECIAL DEPT. EXP. - 01 2301	2,151	4,683	5,000	5,000
SPECIAL DEPT. EXP. - 10 2310	0	754	2,000	2,000
MATERIALS & SUPPLIES 2494	0	0	500	500
TRANS. CHARGES - ISF 2521	381,227	304,722	342,900	342,900
PRIVATE VEHICLE MILEAGE 2522	98	23	500	500
CONF. & SEMINARS EXPENSE 2523	4,488	4,390	5,000	5,000
GAS/DIESEL FUEL 2525	119,358	128,541	136,400	136,400
CONFER & SEMINAR EXPENSE ISF 2526	541	227	0	0
UTILITIES - OTHER 2541	25,261	22,800	30,000	30,000
TOTAL SERVICES AND SUPPLIES	1,492,567	1,304,515	1,364,900	1,364,900
DEPRECIATION EXPENSE 3611	9,652	9,678	9,700	9,700
TOTAL OTHER CHARGES	9,652	9,678	9,700	9,700
TOTAL OPERATING EXPENSE	6,417,743	6,146,090	6,589,300	6,589,300
OPERATING INCOME (LOSS)	154,958	24,386	(201,300)	(201,300)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	11,171	7,178	6,300	6,300
TOTAL REV- USE OF MONEY & PROPERTY	11,171	7,178	6,300	6,300
CY CASH PROCEEDS FA SALE 9821	4,440	0	0	0
TOTAL OTHER FINANCING SOURCES	4,440	0	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	15,611	7,178	6,300	6,300
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	170,569	31,565	(195,000)	(195,000)

OPERATING TRANSFERS

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3010 WATERWORKS OPERATION - ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6550 WATER & SANITATION OP-ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING TRANSFERS				
CONTRIB FROM OTHER FUNDS 9831	0	0	423,000	423,000
TOTAL OTHER FINANCING SOURCES	0	0	423,000	423,000
TOTAL OPERATING TRANSFERS	0	0	423,000	423,000
CHANGE IN NET ASSETS				
	170,569	31,565	228,000	228,000
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				
FIXED ASSETS				
ALTERATION & IMPROVEMENT 1099 4033	0	0	50,000	50,000
COMPUTER SOFTWARE 4863	1,182	235,522	100,000	100,000
TOTAL FIXED ASSETS	1,182	235,522	150,000	150,000
TOTAL FIXED ASSETS	1,182	235,522	150,000	150,000



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3050 HEAVY EQUIPMENT ISF
SERVICE ACTIVITY: UNCLASSIFIED

GSA-HEAVY EQUIPMENT - 6990

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	8,946,875	4,438,184	5,683,904	5,683,904	5,683,904
TOTAL REVENUES	<u>5,479,678</u>	<u>5,440,942</u>	<u>4,895,519</u>	<u>4,895,519</u>	<u>4,895,519</u>
NET COUNTY COST	3,467,197	(1,002,758)	788,385	788,385	788,385
 AUTH POSITIONS			13	13	13
FTE POSITIONS			11	13	13

BUDGET UNIT DESCRIPTION:

The Heavy Equipment-ISF is part of the General Services Agency's (GSA) Fleet Services Department, Heavy Equipment Division. It provides central administrative control over the acquisition and maintenance of heavy construction and maintenance equipment. Services include the maintenance and repair of heavy construction equipment and vehicles over one ton (except Fire Protection Equipment). In addition, the Heavy Equipment-ISF provides transport services and maintains the majority of the County's emergency generators. The Heavy Equipment-ISF also provides maintenance and repair services for non-County local municipal agencies and special districts for vehicles and/or equipment weighing one ton or more.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3050 HEAVY EQUIPMENT ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6990 GSA-HEAVY EQUIPMENT

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
DIRECT CHARGE REVENUE 9413	315,328	268,689	315,000	315,000
TRANSPORTATION DIVISION 9709	3,608,933	4,058,698	4,121,054	4,121,054
CONTRACT REVENUE 9714	10,607	33,302	10,500	10,500
TOTAL CHARGES FOR SERVICES	3,934,868	4,360,689	4,446,554	4,446,554
OTHER SALES 9761	390	2,832	350	350
OTHER REVENUE - MISC 9772	0	289	0	0
TOTAL MISCELLANEOUS REVENUES	390	3,121	350	350
TOTAL OPERATING INCOME	3,935,258	4,363,810	4,446,904	4,446,904

OPERATING EXPENSE				
REGULAR SALARIES 1101	532,110	523,624	573,372	573,372
OVERTIME 1105	468	2	2,000	2,000
SUPPLEMENTAL PAYMENTS 1106	15,940	15,465	15,336	15,336
TERMINATIONS/BUYDOWNS 1107	25,226	3,059	20,000	20,000
CALL BACK STAFFING 1108	3,037	0	3,100	3,100
RETIREMENT CONTRIBUTION 1121	89,997	95,330	121,141	121,141
OASDI CONTRIBUTION 1122	35,868	31,598	38,259	38,259
FICA-MEDICARE 1123	8,389	7,390	8,937	8,937
GROUP INSURANCE 1141	81,510	76,004	78,144	78,144
STATE UNEMPLOYMENT INS 1143	1,836	1,012	936	936
MANAGEMENT DISABILITY INS 1144	558	247	192	192
WORKERS' COMPENSATION INS 1165	18,507	15,836	27,456	27,456
401K PLAN 1171	7,374	6,646	7,956	7,956
CAPITALIZED LABOR DECREASE 1994	0	(4,385)	0	0
TOTAL SALARIES AND EMPLOYEE BENEFITS	820,820	771,828	896,829	896,829
MISC. CLOTH & PERSONAL SU 2021	2,831	2,791	3,500	3,500
SAFETY CLOTH & SUPPLIES 2023	1,692	1,217	1,840	1,840
VOICE/DATA - ISF 2033	1,718	1,150	1,800	1,800
RADIO COMMUNICATIONS - ISF 2034	11,131	9,241	12,000	12,000
HAZ MAT DISPOSAL - ISF 2058	12,594	9,301	13,000	13,000
GENERAL INSUR ALLOCATION - ISF 2071	40,446	36,311	37,735	37,735
AUTOMOTIVE EQUIP. MAINTEN 2101	93	1,077	6,000	6,000
MAINTENANCE CONTRACTS 2108	0	0	2,000	2,000
BUILDING MAINTENANCE 2121	0	0	1,000	1,000
FACIL/MATLS SQ FT ALLOC-ISF 2125	74,050	69,652	72,663	72,663

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3050 HEAVY EQUIPMENT ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6990 GSA-HEAVY EQUIPMENT

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
OTHER MAINTENANCE - ISF 2128	79	0	10,500	10,500
MEDICAL CLAIMS ISF 2136	722	582	750	750
MEMBERSHIPS & DUES 2141	282	252	300	300
EDUCATION ALLOWANCE 2154	0	0	1,000	1,000
INDIRECT COST RECOVERY 2158	43,229	22,154	24,693	24,693
MISC. PAYMENTS 2159	491	258	9,029	9,029
BOOKS & PUBLICATIONS 2172	866	1,019	2,000	2,000
PURCHASING CHARGES - ISF 2176	10,145	9,336	10,790	10,790
GRAPHICS CHARGES - ISF 2177	4,673	8,050	5,000	5,000
INFORMATION TECHNOLOGY- ISF 2192	700	418	800	800
SPECIAL SERVICES - ISF 2205	0	0	100	100
EMPLOYEE HEALTH SERVICES 2211	0	2,188	2,000	2,000
SMALL TOOLS & INSTRUMENTS 2291	1,547	5,438	10,000	10,000
MINOR EQUIPMENT-OTHER 2292	3,325	5,631	0	0
COMPUTER EQUIP <5000 2293	7,275	0	5,000	5,000
INSTALLS-ELEC EQUIP ISF 2295	0	0	2,052	2,052
SPECIAL DEPT. EXP. - 01 2301	693,840	777,410	817,251	817,251
SPECIAL DEPT. EXP. - 02 2302	180,585	119,748	124,299	124,299
SPECIAL DEPT. EXP. - 04 2304	11,022	19,713	13,000	13,000
SPECIAL DEPT. EXP. - 05 2305	15,507	14,577	13,000	13,000
SPECIAL DEPT. EXP. - 06 2306	0	113	0	0
SPECIAL DEPT. EXP. - 08 2308	358,582	417,063	360,000	360,000
SPECIAL DEPT. EXP. - 10 2310	85,167	134,913	86,000	86,000
TRANS. CHARGES - ISF 2521	139,304	207,913	139,000	139,000
CONF. & SEMINARS EXPENSE 2523	0	1,648	1,500	1,500
CONFER & SEMINAR EXPENSE ISF 2526	424	1,035	500	500
MISC. TRANS. & TRAVEL 2529	0	63	0	0
CAPITALIZED SVCS & SUPP DECREASE 2994	0	(1,620)	0	0
TOTAL SERVICES AND SUPPLIES	1,702,321	1,878,644	1,790,102	1,790,102
DEPRECIATION EXPENSE 3611	991,310	1,013,733	1,158,890	1,158,890
INTERFUND EXP - ADMIN 3902	534,470	773,979	638,083	638,083
TOTAL OTHER CHARGES	1,525,781	1,787,712	1,796,973	1,796,973
TOTAL OPERATING EXPENSE	4,048,922	4,438,184	4,483,904	4,483,904
OPERATING INCOME (LOSS)	(113,663)	(74,374)	(37,000)	(37,000)

NON-OPERATING REVENUE(EXPENSE)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3050 HEAVY EQUIPMENT ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 6990 GSA-HEAVY EQUIPMENT

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	21,321	14,620	21,000	21,000
TOTAL REV- USE OF MONEY & PROPERTY	21,321	14,620	21,000	21,000
CY CASH PROCEEDS FA SALE 9821	69,057	284,676	0	0
GAIN/LOSS DISP FIXED ASST 9822	24,544	(12,030)	0	0
FA SYSTEM SALE PROCEEDS 9823	(87,114)	(273,595)	0	0
TOTAL OTHER FINANCING SOURCES	6,486	(949)	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	27,807	13,671	21,000	21,000
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(85,856)	(60,704)	(16,000)	(16,000)

OPERATING TRANSFERS				
INSURANCE PROCEEDS 9851	15,723	20,750	16,000	16,000
TOTAL OTHER FINANCING SOURCES	15,723	20,750	16,000	16,000
RESIDUAL EQUITY TRANS IN 9911	157,486	1,042,711	411,615	411,615
TOTAL RESIDUAL EQUITY TRANSFERS	157,486	1,042,711	411,615	411,615
TOTAL OPERATING TRANSFERS	173,209	1,063,461	427,615	427,615

CHANGE IN NET ASSETS	87,353	1,002,758	411,615	411,615
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
REPLACE EQUIP.-AUTOMOTIVE 4819	0	4,031	0	0
CONSTRUCTION EQUIPMENT 4820	95,687	0	0	0
REPLACE CONSTR. EQUIPMENT 4829	419,516	2,480,884	1,100,000	1,100,000
SHOP & MAINT. EQUIPMENT 4830	0	0	100,000	100,000
EQUIPMENT CONTRA ACCT. 4993	(515,204)	(2,484,914)	0	0
TOTAL FIXED ASSETS	0	0	1,200,000	1,200,000
TOTAL FIXED ASSETS	0	0	1,200,000	1,200,000

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3060 TRANSPORTATIONS-ISF
SERVICE ACTIVITY: UNCLASSIFIED

GSA-TRANSPORTATION - 7020

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	23,777,434	13,236,051	19,158,286	19,158,286	19,158,286
TOTAL REVENUES	<u>15,042,024</u>	<u>13,987,287</u>	<u>14,235,322</u>	<u>14,235,322</u>	<u>14,235,322</u>
NET COUNTY COST	8,735,410	(751,236)	4,922,964	4,922,964	4,922,964
 AUTH POSITIONS			34	34	34
FTE POSITIONS			34	34	34

BUDGET UNIT DESCRIPTION:

The Transportation Internal Service Fund (ISF) is part of the General Services Agency's (GSA) Fleet Services Department. It provides central administrative control over the purchase and maintenance of County vehicles and light trucks except those owned by the Fire Protection District. Other services provided by the Transportation ISF include management of the Central Motor Pool at the Government Center, gasoline and diesel fuel dispensing at County fuel sites, parts and tire inventories for its garages and a full service paint and body shop at the main repair facility in Saticoy. In addition, the Transportation ISF provides maintenance, repairs, parts, fuel, and body shop services to non-County local municipal agencies and special districts and body and paint repairs to the Fire Protection District.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3060 TRANSPORTATIONS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7020 GSA-TRANSPORTATION

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
STATE AID-OTHER 9247	0	77,666	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	77,666	0	0
OTHER INTERFUND CHARGES 9412	359,961	607,831	440,857	440,857
DIRECT CHARGE REVENUE 9413	510,156	270,926	128,000	128,000
TRANSPORTATION DIVISION 9709	3,075,678	3,037,723	2,811,339	2,811,339
SPECIAL SERVICES - ISF 9712	130,354	154,204	139,597	139,597
CONTRACT REVENUE 9714	53,361	54,012	53,000	53,000
CHGS FOR SVCS-OTHER 9718	0	238,751	206,266	206,266
DEPRECIATION RECOVERY-ISF 9720	3,228,317	2,863,843	3,784,183	3,784,183
OTHER COST RECOVERY-ISF 9721	923,920	894,561	901,056	901,056
TOTAL CHARGES FOR SERVICES	8,281,745	8,121,851	8,464,298	8,464,298
OTHER SALES 9761	199,271	152,259	200,000	200,000
SALE-DIESEL AND WASTE OIL 9762	3,919,635	4,429,343	4,499,126	4,499,126
OTHER DEPT SALES 9763	0	0	160,000	160,000
OTHER REVENUE - MISC 9772	700,566	688,491	556,075	556,075
TOTAL MISCELLANEOUS REVENUES	4,819,472	5,270,093	5,415,201	5,415,201
TOTAL OPERATING INCOME	13,101,217	13,469,610	13,879,499	13,879,499

OPERATING EXPENSE				
REGULAR SALARIES 1101	1,675,398	1,714,015	1,793,031	1,793,031
EXTRA HELP 1102	27,167	41,666	0	0
OVERTIME 1105	410	2,046	1,000	1,000
SUPPLEMENTAL PAYMENTS 1106	26,775	26,300	28,872	28,872
TERMINATIONS/BUYDOWNS 1107	50,441	50,450	40,740	40,740
RETIREMENT CONTRIBUTION 1121	296,742	331,491	371,707	371,707
OASDI CONTRIBUTION 1122	101,937	103,907	114,399	114,399
FICA-MEDICARE 1123	24,566	25,339	27,011	27,011
SAFE HARBOR 1124	1,769	3,603	0	0
RETIREE HLTH PYMT 1099 1128	4,090	0	0	0
GROUP INSURANCE 1141	234,970	238,101	234,432	234,432
LIFE INS/DEPT HEADS & MGT 1142	180	89	96	96
STATE UNEMPLOYMENT INS 1143	5,416	3,437	2,882	2,882
MANAGEMENT DISABILITY INS 1144	2,128	669	762	762
WORKERS' COMPENSATION INS 1165	51,019	48,982	74,633	74,633
401K PLAN 1171	27,213	27,481	28,945	28,945

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3060 TRANSPORTATIONS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7020 GSA-TRANSPORTATION

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
CAPITALIZED LABOR DECREASE	1994	0	(197,966)	(419,900)	(419,900)
TOTAL SALARIES AND EMPLOYEE BENEFIT:		2,530,219	2,419,610	2,298,610	2,298,610
MISC. CLOTH & PERSONAL SU	2021	16,396	16,734	23,000	23,000
SAFETY CLOTH & SUPPLIES	2023	4,394	4,272	4,000	4,000
TELEPHONE CHGS - NON ISF	2032	4,186	825	5,500	5,500
VOICE/DATA - ISF	2033	52,440	37,505	40,000	40,000
RADIO COMMUNICATIONS - ISF	2034	12,445	5,274	5,000	5,000
HAZ MAT DISPOSAL - ISF	2058	17,899	7,894	18,000	18,000
HOUSEKPG/GRNDS-ISF CHARGS	2059	265	0	300	300
GENERAL INSUR ALLOCATION - ISF	2071	55,566	49,333	37,795	37,795
AUTOMOTIVE EQUIP. MAINTEN	2101	21,672	23,111	35,000	35,000
BUILDING MAINTENANCE	2121	0	0	5,000	5,000
FACIL/MATLS SQ FT ALLOC-ISF	2125	295,213	283,164	284,241	284,241
LUFT PROJECTS	2126	109,485	145,607	50,000	50,000
OTHER MAINTENANCE - ISF	2128	2,851	218	5,000	5,000
MEMBERSHIPS & DUES	2141	666	1,216	1,500	1,500
EDUCATIONAL MATERIALS	2152	0	0	2,000	2,000
EDUCATION ALLOWANCE	2154	0	0	2,000	2,000
INDIRECT COST RECOVERY	2158	381,760	300,124	274,839	274,839
MISC. PAYMENTS	2159	538	2,896	600	600
BOOKS & PUBLICATIONS	2172	7,667	8,702	12,000	12,000
OFFICE SUPPLIES	2173	5,349	5,734	6,250	6,250
MAIL CENTER - ISF	2174	4,432	4,393	4,540	4,540
PURCHASING CHARGES - ISF	2176	70,988	58,532	71,000	71,000
GRAPHICS CHARGES - ISF	2177	1,655	2,439	2,500	2,500
COPY MACHINE CHGS - ISF	2178	2,084	2,662	2,747	2,747
MISC. OFFICE EXPENSE	2179	700	17	700	700
STORES - ISF	2181	430	117	500	500
INFORMATION TECHNOLOGY- ISF	2192	3,057	1,407	3,000	3,000
COMPUTER SERVICES NON ISF	2195	37,473	33,781	52,332	52,332
OTHER PROF & SPEC SERVICE	2199	191,733	221,897	222,687	222,687
TEMPORARY HELP	2200	33,555	0	0	0
ATTORNEY SERVICES	2202	2,444	3,608	2,500	2,500
SPECIAL SERVICES - ISF	2205	5,446	5,143	5,500	5,500
EMPLOYEE HEALTH SERVICES	2211	0	5,393	25,000	25,000
HEAVY EQUIPMENT - ISF	2274	182,789	127,067	200,000	200,000
STORAGE CHARGES	2283	0	29	0	0
SMALL TOOLS & INSTRUMENTS	2291	12,254	23,988	35,000	35,000
MINOR EQUIPMENT-OTHER	2292	2,629	0	69,748	69,748

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3060 TRANSPORTATIONS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7020 GSA-TRANSPORTATION

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
COMPUTER EQUIP <5000	2293	6,492	5,122	16,109
SPECIAL DEPT. EXP. - 01	2301	3,633,229	4,154,358	4,228,574
SPECIAL DEPT. EXP. - 02	2302	388,701	381,180	346,191
SPECIAL DEPT. EXP. - 03	2303	74,387	97,807	89,000
SPECIAL DEPT. EXP. - 04	2304	31,708	26,895	44,200
SPECIAL DEPT. EXP. - 05	2305	39,582	43,700	42,000
SPECIAL DEPT. EXP. - 06	2306	27,823	32,781	33,000
SPECIAL DEPT. EXP. - 07	2307	45,898	52,856	55,000
SPECIAL DEPT. EXP. - 08	2308	714,602	868,119	708,387
SPECIAL DEPT. EXP. - 09	2309	12,921	12,481	19,600
SPECIAL DEPT. EXP. - 10	2310	159,609	133,592	120,000
SPECIAL DEPT. EXP. - 13	2313	132,667	110,146	175,000
SPECIAL DEPT. EXP. - 14	2314	2,379	2,515	2,500
SPECIAL DEPT. EXP. - 15	2315	0	0	160,000
TRANS. CHARGES - ISF	2521	30	0	0
PRIVATE VEHICLE MILEAGE	2522	91	0	0
CONF. & SEMINARS EXPENSE	2523	3,616	5,254	15,000
GAS/DIESEL FUEL	2525	65,615	71,832	84,112
CONFER & SEMINAR EXPENSE ISF	2526	4,061	5,956	4,200
MOTORPOOL-ISF	2528	0	1,332	770
MISC. TRANS. & TRAVEL	2529	5,298	5,298	1,324
CAPITALIZED SVCS & SUPP DECREASE	2994	0	(217,413)	(187,650)
TOTAL SERVICES AND SUPPLIES		6,889,166	7,176,891	7,467,096
DEPRECIATION EXPENSE	3611	2,999,717	3,226,218	3,761,089
INTERFUND EXP - ADMIN	3902	423,481	412,919	476,249
TOTAL OTHER CHARGES		3,423,199	3,639,137	4,237,338
TOTAL OPERATING EXPENSE		12,842,584	13,235,637	14,003,044
OPERATING INCOME (LOSS)		258,633	233,973	(123,545)

NON-OPERATING REVENUE(EXPENSE)

INTEREST L/T TECP	3412	(19,606)	(414)	(3,631)	(3,631)
TOTAL OTHER CHARGES		(19,606)	(414)	(3,631)	(3,631)
INTEREST EARNINGS	8911	76,079	43,183	76,000	76,000
TOTAL REV- USE OF MONEY & PROPERTY		76,079	43,183	76,000	76,000
CY CASH PROCEEDS FA SALE	9821	526,419	852,728	0	0
GAIN/LOSS DISP FIXED ASST	9822	18,946	80,385	0	0

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3060 TRANSPORTATIONS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7020 GSA-TRANSPORTATION

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
FA SYSTEM SALE PROCEEDS 9823	(649,271)	(868,860)	0	0
TOTAL OTHER FINANCING SOURCES	(103,906)	64,253	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	(47,433)	107,022	72,369	72,369
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	211,200	340,996	(51,176)	(51,176)

OPERATING TRANSFERS

INSURANCE PROCEEDS 9851	279,824	223,689	279,823	279,823
TOTAL OTHER FINANCING SOURCES	279,824	223,689	279,823	279,823
RESIDUAL EQUITY TRANS IN 9911	19,913	186,551	0	0
TOTAL RESIDUAL EQUITY TRANSFERS	19,913	186,551	0	0
TOTAL OPERATING TRANSFERS	299,737	410,240	279,823	279,823

CHANGE IN NET ASSETS	510,937	751,236	228,647	228,647
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

RETIREMENT OF LONG TERM DEBT

OTHER LOAN PAYMENTS-PRINC 3312	848	19,837	18,561	18,561
DEBT CONTRA 3992	(19,606)	(19,837)	0	0
TOTAL OTHER CHARGES	(18,758)	0	18,561	18,561
TOTAL RETIREMENT OF LONG TERM DEBT	(18,758)	0	18,561	18,561

FIXED ASSETS

ALTERATION & IMPROVEMENT 1099 4033	290,803	0	125,000	125,000
AUTOMOTIVE EQUIPMENT 4810	94,084	191,351	0	0
REPLACE EQUIP.-AUTOMOTIVE 4819	4,208,825	5,673,618	4,400,500	4,400,500
CONSTRUCTION EQUIPMENT 4820	23,152	0	0	0
SHOP & MAINT. EQUIPMENT 4830	6,527	0	0	0
COMPUTER EQUIPMENT 4862	5,424	0	0	0
OTHER EQUIPMENT 4889	0	0	607,550	607,550

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3060 TRANSPORTATIONS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7020 GSA-TRANSPORTATION

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
EQUIPMENT CONTRA ACCT. 4993	(4,628,816)	(5,864,969)	0	0
TOTAL FIXED ASSETS	(0)	0	5,133,050	5,133,050
TOTAL FIXED ASSETS	(0)	0	5,133,050	5,133,050

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3100 HAZARDOUS MATERIALS ISF
SERVICE ACTIVITY: UNCLASSIFIED

HAZARDOUS MATERIALS ISF - 7000

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	510,100	377,544	423,100	423,100	423,100
TOTAL REVENUES	<u>584,825</u>	<u>395,331</u>	<u>423,100</u>	<u>423,100</u>	<u>423,100</u>
NET COUNTY COST	(74,725)	(17,786)	0	0	0

AUTH POSITIONS
FTE POSITIONS

BUDGET UNIT DESCRIPTION:

The Hazardous Materials Abatement Program (HMAP) network is administered by the Health, Safety & Loss Prevention Section of Risk Management. This program is responsible for providing centralized management of hazardous materials and waste disposal for County departments and other governmental entities in the network. Through this network, County departments and select external public agencies can benefit from the County's bargaining power to contract for hazardous waste disposal and recycling, to gain assistance in complying with regulatory requirements, reduce costs, and have access to quality service providers. HMAP services include consultative assistance for waste handling, coordination of waste disposal, waste audits, employee information and training, hazardous materials and waste record-keeping and preparation of reports to meet State and Federal regulatory requirements.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3100 HAZARDOUS MATERIALS ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7000 HAZARDOUS MATERIALS ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
HAZ MAT COLLECTIONS 9620	422,746	393,729	422,700	422,700
TOTAL CHARGES FOR SERVICES	422,746	393,729	422,700	422,700
OTHER REVENUE - MISC 9772	2,148	1,158	0	0
TOTAL MISCELLANEOUS REVENUES	2,148	1,158	0	0
TOTAL OPERATING INCOME	424,894	394,886	422,700	422,700

OPERATING EXPENSE				
INDIRECT COST RECOVERY 2158	5,918	8,679	4,200	4,200
MISC. PAYMENTS 2159	3,982	9,078	4,000	4,000
STORES - ISF 2181	0	197	0	0
OTHER PROF & SPEC SERVICE 2199	0	0	14,500	14,500
SPECIAL DEPT. EXP. - 01 2301	255,435	237,902	255,400	255,400
TOTAL SERVICES AND SUPPLIES	265,336	255,856	278,100	278,100
TAXES AND ASSESSMENTS 3571	700	5,477	11,500	11,500
INTERFUND EXP - ADMIN 3902	187,426	116,212	133,500	133,500
TOTAL OTHER CHARGES	188,127	121,688	145,000	145,000
TOTAL OPERATING EXPENSE	453,463	377,544	423,100	423,100
OPERATING INCOME (LOSS)	(28,568)	17,342	(400)	(400)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	754	445	400	400
TOTAL REV- USE OF MONEY & PROPERTY	754	445	400	400
TOTAL NON-OPERATING REVENUE(EXPENSE)	754	445	400	400
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(27,815)	17,786		
CHANGE IN NET ASSETS	(27,815)	17,786		

NET ASSETS - BEGINNING BALANCE

NET ASSETS - ENDING BALANCE

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3110 LIABILITY/PPTY INS-ISF
SERVICE ACTIVITY: UNCLASSIFIED

CEO-LIABILITY INSURANCE - 7010

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	17,943,100	15,612,622	14,086,200	14,086,200	14,086,200
TOTAL REVENUES	<u>12,673,500</u>	<u>11,560,474</u>	<u>12,484,000</u>	<u>12,484,000</u>	<u>12,484,000</u>
NET COUNTY COST	5,269,600	4,052,148	1,602,200	1,602,200	1,602,200

AUTH POSITIONS
FTE POSITIONS

BUDGET UNIT DESCRIPTION:

The General Liability Section of Risk Management administers the Liability program for all County departments including the Health Care Agency and its medical malpractice coverage. This section is responsible for claims administration and litigation management, working with County Counsel and outside defense counsel. The section facilitates insurance quotes to evaluate as a means of providing financial protection for the County's assets and submits data for actuarial analysis to establish rates and evaluate self-insured retention levels. The section also administers the Personal Property Program and Automobile Damage Program for the Vehicle Fleet, and the third party Subrogation Program.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3110 LIABILITY/PPTY INS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7010 CEO-LIABILITY INSURANCE

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
INDIRECT COST RECOVERY 9411	0	0	42,600	42,600
LIABILITY INSURANCE 9705	11,862,593	11,261,861	12,275,100	12,275,100
TOTAL CHARGES FOR SERVICES	11,862,593	11,261,861	12,317,700	12,317,700
OTHER REVENUE - MISC 9772	0	84,761	0	0
TOTAL MISCELLANEOUS REVENUES	0	84,761	0	0
TOTAL OPERATING INCOME	11,862,593	11,346,622	12,317,700	12,317,700

OPERATING EXPENSE				
INSURANCE PREMIUMS 2072	4,380,430	4,330,486	4,532,200	4,532,200
GEN LIAB ULT LOSS EXP 1099 2073	3,641,933	2,869,253	7,500,000	7,500,000
MALPRACTICE 2076	413,101	272,323	804,000	804,000
GEN LIAB ULT LOSS EXP 2083	870,724	944,610	0	0
GEN LIAB ATTY/CLIENT 1099 2084	447,235	6,136,423	0	0
INDIRECT COST RECOVERY 2158	31,518	20,475	0	0
GRAPHICS CHARGES - ISF 2177	75	0	0	0
OTHER PROF & SPEC SERVICE 2199	33,496	30,950	50,000	50,000
SPECIAL DEPT. EXP. - 01 2301	101,630	100,000	100,000	100,000
TOTAL SERVICES AND SUPPLIES	9,920,142	14,704,520	12,986,200	12,986,200
JUDGEMENTS AND DAMAGES 3511	1,227	2,718	5,000	5,000
INTERFUND EXP - ADMIN 3902	862,759	905,384	1,095,000	1,095,000
TOTAL OTHER CHARGES	863,986	908,102	1,100,000	1,100,000
TOTAL OPERATING EXPENSE	10,784,128	15,612,622	14,086,200	14,086,200
OPERATING INCOME (LOSS)	1,078,465	(4,266,000)	(1,768,500)	(1,768,500)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	342,767	213,853	166,300	166,300
TOTAL REV- USE OF MONEY & PROPERTY	342,767	213,853	166,300	166,300
TOTAL NON-OPERATING REVENUE(EXPENSE)	342,767	213,853	166,300	166,300
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	1,421,232	(4,052,148)	(1,602,200)	(1,602,200)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3110 LIABILITY/PPTY INS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7010 CEO-LIABILITY INSURANCE

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5

OPERATING TRANSFERS				
INSURANCE PROCEEDS	9851	363,152	0	0
TOTAL OTHER FINANCING SOURCES		363,152	0	0
TOTAL OPERATING TRANSFERS		363,152	0	0

CHANGE IN NET ASSETS	1,784,384	(4,052,148)	(1,602,200)	(1,602,200)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3120 WORKERS COMP-ISF
SERVICE ACTIVITY: UNCLASSIFIED

CEO WORKERS COMP - 7030

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	28,052,813	21,123,548	26,753,400	26,753,400	26,753,400
TOTAL REVENUES	<u>24,129,200</u>	<u>24,458,051</u>	<u>25,329,900</u>	<u>25,329,900</u>	<u>25,329,900</u>
NET COUNTY COST	3,923,613	(3,334,503)	1,423,500	1,423,500	1,423,500

AUTH POSITIONS

FTE POSITIONS

BUDGET UNIT DESCRIPTION:

The Workers' Compensation Section of Risk Management oversees the delivery of Workers' Compensation benefits through a self-funded program and oversight of administration of benefits under prior insured programs. It is the Divisions goal to ensure timely delivery of appropriate benefits as required by the California Labor Code. This includes medical treatment for injured employees and provision of state mandated salary replacement benefits in a cost effective manner. This section also reviews and evaluates disability retirement applications to formulate recommendations for acceptance or denial to the Retirement Board.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3120 WORKERS COMP-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7030 CEO WORKERS COMP

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
WORKERS COMP INS 9706	21,756,101	23,245,514	24,662,200	24,662,200
TOTAL CHARGES FOR SERVICES	21,756,101	23,245,514	24,662,200	24,662,200
OTHER REVENUE - MISC 9772	0	433,859	0	0
TOTAL MISCELLANEOUS REVENUES	0	433,859	0	0
TOTAL OPERATING INCOME	21,756,101	23,679,373	24,662,200	24,662,200

OPERATING EXPENSE				
WORKER COMP ULT LOSS EXP 2074	16,574,976	17,620,428	22,913,000	22,913,000
INDIRECT COST RECOVERY 2158	9,587	9,551	5,800	5,800
OTHER PROF & SPEC SERVICE 2199	2,228,474	2,180,994	2,256,200	2,256,200
SPECIAL DEPT. EXP. - 03 2303	363,574	357,781	398,600	398,600
TOTAL SERVICES AND SUPPLIES	19,176,611	20,168,754	25,573,600	25,573,600
TOTAL OPERATING EXPENSE	19,176,611	20,168,754	25,573,600	25,573,600
OPERATING INCOME (LOSS)	2,579,490	3,510,619	(911,400)	(911,400)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	1,163,324	778,678	667,700	667,700
TOTAL REV- USE OF MONEY & PROPERTY	1,163,324	778,678	667,700	667,700
TOTAL NON-OPERATING REVENUE(EXPENSE)	1,163,324	778,678	667,700	667,700
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	3,742,814	4,289,297	(243,700)	(243,700)

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(943,711)	(954,794)	(1,179,800)	(1,179,800)
TOTAL OTHER FINANCING USES	(943,711)	(954,794)	(1,179,800)	(1,179,800)
INSURANCE PROCEEDS 9851	833,108	0	0	0
TOTAL OTHER FINANCING SOURCES	833,108	0	0	0
TOTAL OPERATING TRANSFERS	(110,603)	(954,794)	(1,179,800)	(1,179,800)

CHANGE IN NET ASSETS	3,632,211	3,334,503	(1,423,500)	(1,423,500)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3120 WORKERS COMP-ISF
SERVICE ACTIVITY: UNCLASSIFIED

CEO RISK MGMT ADMIN - 7050

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	1,260,710	1,045,425	1,274,400	1,274,400	1,274,400
TOTAL REVENUES	<u>1,263,200</u>	<u>1,047,417</u>	<u>1,274,400</u>	<u>1,274,400</u>	<u>1,274,400</u>
NET COUNTY COST	(2,490)	(1,992)	0	0	0
 AUTH POSITIONS				13	13
FTE POSITIONS				13	13

BUDGET UNIT DESCRIPTION:

The Risk Management Department is responsible for risk identification, assessment and management, by various means. The Department is organized into three general sections: 1) Health, Safety & Loss Prevention Section, which provides a variety of health, safety, loss prevention, environmental health, and hazardous materials management services to County agencies and special districts; 2) Liability Claims Section, which manages first party claims (claims by the County to its own insurance carriers), and third party claims made against the County; pursues subrogation claims against third parties that cause financial loss to the County; and manages the County employee personal property reimbursement program; and 3) the Workers' Compensation Section, which manages the County's Workers' Compensation program (both insured and self-funded claims) and represents the County's interest in applications for disability retirement to the Retirement Board. Risk Management evaluates and implements various methods of managing the County's exposure to financial loss, including risk avoidance, loss prevention and mitigation, commercial insurance, participation in risk pooling arrangements, self-funding, and contractual risk transfer. Risk Management plans and budgets for the cost of anticipated claims through rates set in collaboration with actuarial experts, CEO Fiscal and Administrative Services, and the County's Auditor Controller's Office. Reserves are established to quantify the anticipated future costs for reported claims, the County's insurers and/or third party administrators. The claims units within Risk Management investigate and manage claims made by County employees or the public.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3120 WORKERS COMP-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7050 CEO RISK MGMT ADMIN

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
OTHER INTERFUND CHARGES 9412	1,050,185	1,021,596	1,228,500	1,228,500
TOTAL CHARGES FOR SERVICES	1,050,185	1,021,596	1,228,500	1,228,500
OTHER REVENUE - MISC 9772	24,444	25,822	45,900	45,900
TOTAL MISCELLANEOUS REVENUES	24,444	25,822	45,900	45,900
TOTAL OPERATING INCOME	1,074,629	1,047,417	1,274,400	1,274,400

OPERATING EXPENSE

REGULAR SALARIES 1101	899,676	896,561	1,013,300	1,013,300
EXTRA HELP 1102	21,487	0	0	0
SUPPLEMENTAL PAYMENTS 1106	19,734	19,313	22,100	22,100
TERMINATIONS/BUYDOWNS 1107	28,952	41,166	55,400	55,400
RETIREMENT CONTRIBUTION 1121	142,594	179,032	219,000	219,000
OASDI CONTRIBUTION 1122	53,475	54,017	62,500	62,500
FICA-MEDICARE 1123	13,417	13,220	14,600	14,600
SAFE HARBOR 1124	1,399	0	0	0
RETIREE HLTH PYMT 1099 1128	7,115	1,210	0	0
GROUP INSURANCE 1141	83,396	84,368	92,300	92,300
LIFE INS/DEPT HEADS & MGT 1142	1,054	530	600	600
STATE UNEMPLOYMENT INS 1143	2,916	1,728	1,500	1,500
MANAGEMENT DISABILITY INS 1144	6,232	2,143	2,600	2,600
WORKERS' COMPENSATION INS 1165	8,590	7,283	9,800	9,800
401K PLAN 1171	20,155	20,341	30,300	30,300
TOTAL SALARIES AND EMPLOYEE BENEFITS	1,310,192	1,320,911	1,524,000	1,524,000
MEDICAL REIMBURSEMENT 2026	775	0	800	800
TELEPHONE CHGS - NON ISF 2032	2,538	2,391	2,500	2,500
VOICE/DATA - ISF 2033	26,243	22,140	19,400	19,400
RADIO COMMUNICATIONS - ISF 2034	1,406	0	1,400	1,400
GENERAL INSUR ALLOCATION - ISF 2071	85,936	75,066	85,900	85,900
FACIL/MATLS SQ FT ALLOC-ISF 2125	26,478	23,940	24,800	24,800
OTHER MAINTENANCE - ISF 2128	1,245	138	1,200	1,200
MEMBERSHIPS & DUES 2141	910	370	900	900
EDUCATION ALLOWANCE 2154	0	826	500	500
INDIRECT COST RECOVERY 2158	50,132	29,509	50,100	50,100
MISC. PAYMENTS 2159	0	0	1,700	1,700
PRINTING/BINDING-NOT ISF 2171	297	41	300	300
BOOKS & PUBLICATIONS 2172	4,694	3,553	4,700	4,700

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3120 WORKERS COMP-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7050 CEO RISK MGMT ADMIN

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
OFFICE SUPPLIES 2173	5,708	2,710	5,700	5,700
MAIL CENTER - ISF 2174	1,045	442	1,000	1,000
PURCHASING CHARGES - ISF 2176	24,877	20,335	24,900	24,900
GRAPHICS CHARGES - ISF 2177	776	36	800	800
COPY MACHINE CHGS - ISF 2178	583	383	600	600
MISC. OFFICE EXPENSE 2179	418	462	400	400
STORES - ISF 2181	1,132	1,080	1,100	1,100
INFORMATION TECHNOLOGY- ISF 2192	117,352	122,372	172,200	172,200
COMPUTER SERVICES NON ISF 2195	21,557	21,557	28,000	28,000
OTHER PROF & SPEC SERVICE 2199	4,191	11,728	55,000	55,000
SPECIAL SERVICES - ISF 2205	171	51	200	200
EMPLOYEE HEALTH SERVICES 2211	1,353	824	1,400	1,400
COUNTY GIS EXPENSE 2214	0	140	0	0
STORAGE CHARGES 2283	3,436	6,345	3,400	3,400
MINOR EQUIPMENT-OTHER 2292	27	260	0	0
COMPUTER EQUIP <5000 2293	526	4,747	15,000	15,000
FURNITURE/FIXTURES <5000 2294	599	809	0	0
SPECIAL DEPT. EXP. - 01 2301	21,825	23,055	41,000	41,000
TRANS. CHARGES - ISF 2521	1,138	0	1,100	1,100
PRIVATE VEHICLE MILEAGE 2522	254	230	300	300
CONF. & SEMINARS EXPENSE 2523	6,559	15,365	6,600	6,600
CONFER & SEMINAR EXPENSE ISF 2526	840	552	700	700
MOTORPOOL-ISF 2528	0	608	0	0
TOTAL SERVICES AND SUPPLIES	415,022	392,065	553,600	553,600
DEPRECIATION EXPENSE 3611	5,125	5,139	5,300	5,300
INTERFUND EXP - ADMIN 3902	292,045	282,104	371,300	371,300
TOTAL OTHER CHARGES	297,170	287,243	376,600	376,600
TOTAL OPERATING EXPENSE	2,022,384	2,000,219	2,454,200	2,454,200
OPERATING INCOME (LOSS)	(947,755)	(952,802)	(1,179,800)	(1,179,800)

OPERATING TRANSFERS

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3120 WORKERS COMP-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7050 CEO RISK MGMT ADMIN

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5

OPERATING TRANSFERS

INTRAFUND COST ALLOC DECR	5122	943,711	954,794	1,179,800	1,179,800
TOTAL OTHER FINANCING USES		943,711	954,794	1,179,800	1,179,800
TOTAL OPERATING TRANSFERS		943,711	954,794	1,179,800	1,179,800

CHANGE IN NET ASSETS		(4,043)	1,992		
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NET ASSETS - BEGINNING BALANCE
NET ASSETS - ENDING BALANCE

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED

BUSINESS SUPPORT - 7060

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	6,254,062	5,992,310	6,512,989	6,512,989	6,512,989
TOTAL REVENUES	<u>6,254,110</u>	<u>6,196,688</u>	<u>6,258,013</u>	<u>6,258,013</u>	<u>6,258,013</u>
NET COUNTY COST	(48)	(204,378)	254,976	254,976	254,976
AUTH POSITIONS			26	26	26
FTE POSITIONS			26	26	26

BUDGET UNIT DESCRIPTION:

Business Support Services administers and staffs a county wide business solution program through the use of leveraged County volume, centralized expertise, and strategic partnering. This program qualifies the County for discounts and overall labor savings in the areas of Mail Processing, Document Publishing, and Warehouse and Distribution Services. Business Support Services defines business solutions which eliminate duplicate investment throughout the County in office hardware/software related to mail/print processing and digital document access. In addition, Business Support Services minimizes office space devoted to inactive records/documents through its records program and reduces the cost of distribution and material handling with a countywide courier service and warehouse program. Business Support Services provides and administers web-based access to a variety of its business solutions as well as supporting a customer service program to meet on-demand business needs.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7060 BUSINESS SUPPORT

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED ●	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
GRAPHICS SERVICES - ISF 9702	1,894,173	2,123,243	2,189,028	2,189,028
TOTAL CHARGES FOR SERVICES	1,894,173	2,123,243	2,189,028	2,189,028
OTHER SALES 9761	67,772	111,759	105,000	105,000
OTHER REVENUE - MISC 9772	3,981,022	3,956,477	3,957,085	3,957,085
TOTAL MISCELLANEOUS REVENUES	4,048,793	4,068,236	4,062,085	4,062,085
TOTAL OPERATING INCOME	5,942,966	6,191,479	6,251,113	6,251,113

OPERATING EXPENSE				
REGULAR SALARIES 1101	1,081,123	1,092,636	1,200,593	1,200,593
EXTRA HELP 1102	35,845	74,941	20,218	20,218
OVERTIME 1105	14,798	17,743	16,415	16,415
SUPPLEMENTAL PAYMENTS 1106	12,349	11,780	12,032	12,032
TERMINATIONS/BUYDOWNS 1107	39,351	19,658	27,929	27,929
CALL BACK STAFFING 1108	5,245	2,731	2,250	2,250
RETIREMENT CONTRIBUTION 1121	203,742	215,750	261,979	261,979
OASDI CONTRIBUTION 1122	69,672	67,525	76,752	76,752
FICA-MEDICARE 1123	16,968	17,009	18,176	18,176
SAFE HARBOR 1124	2,334	6,479	1,791	1,791
RETIREE HLTH PYMT 1099 1128	7,115	5,576	0	0
GROUP INSURANCE 1141	177,312	179,165	184,704	184,704
LIFE INS/DEPT HEADS & MGT 1142	250	134	144	144
STATE UNEMPLOYMENT INS 1143	3,682	2,303	1,773	1,773
MANAGEMENT DISABILITY INS 1144	1,663	597	612	612
WORKERS' COMPENSATION INS 1165	23,355	18,442	23,402	23,402
401K PLAN 1171	15,594	15,602	17,043	17,043
S & EB CURR YEAR ADJ INCREASE 1991	505,326	376,132	627,365	627,365
S & EB CURR YEAR ADJ DECREASE 1992	(505,326)	(376,132)	(627,364)	(627,364)
TOTAL SALARIES AND EMPLOYEE BENEFITS	1,710,399	1,748,070	1,865,814	1,865,814
UNIFORM ALLOWANCE 2022	2,726	3,497	3,250	3,250
SAFETY CLOTH & SUPPLIES 2023	1,729	1,947	3,100	3,100
TELEPHONE CHGS - NON ISF 2032	5,322	5,848	4,500	4,500
VOICE/DATA - ISF 2033	23,318	19,566	19,387	19,387
RADIO COMMUNICATIONS - ISF 2034	218	0	0	0
GENERAL INSUR ALLOCATION - ISF 2071	105,713	89,965	84,359	84,359
OFFICE EQUIP. MAINTENANCE 2102	12,959	45,406	39,590	39,590

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7060 BUSINESS SUPPORT

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
OTHER EQUIP. MAINTENANCE	2105	8,674	3,601	7,400	7,400
MAINTENANCE SUPPLIES	2107	0	0	575	575
MAINTENANCE CONTRACTS	2108	109,322	109,875	127,058	127,058
BUILDING MAINTENANCE	2121	0	957	0	0
FACIL/MATLS SQ FT ALLOC-ISF	2125	198,547	196,978	209,286	209,286
OTHER MAINTENANCE - ISF	2128	12,939	4,718	0	0
MEMBERSHIPS & DUES	2141	278	0	1,550	1,550
EDUCATION ALLOWANCE	2154	300	1,750	250	250
INDIRECT COST RECOVERY	2158	420,173	338,017	168,379	168,379
MISC. PAYMENTS	2159	7,333	17,685	18,057	18,057
PRINTING/BINDING-NOT ISF	2171	35,372	63,038	38,000	38,000
BOOKS & PUBLICATIONS	2172	1,156	1,992	2,550	2,550
OFFICE SUPPLIES	2173	14,222	7,821	11,720	11,720
MAIL CENTER - ISF	2174	437	3,380	3,706	3,706
PURCHASING CHARGES - ISF	2176	24,551	14,618	18,974	18,974
GRAPHICS CHARGES - ISF	2177	55,489	27,695	25,450	25,450
COPY MACHINE CHGS - ISF	2178	2,107	4,003	3,598	3,598
MISC. OFFICE EXPENSE	2179	119	0	0	0
STORES - ISF	2181	38,599	41,172	39,100	39,100
INFORMATION TECHNOLOGY- ISF	2192	42,212	37,542	34,337	34,337
COMPUTER SERVICES NON ISF	2195	24,051	22,625	51,550	51,550
OTHER PROF & SPEC SERVICE	2199	94,866	73,547	154,356	154,356
TEMPORARY HELP	2200	6,909	10,757	3,000	3,000
SPECIAL SERVICES - ISF	2205	1,907	2,499	3,875	3,875
EMPLOYEE HEALTH SERVICES	2211	0	5,122	2,000	2,000
RENT/LEASES EQUIP-NOT ISF	2271	315,292	254,844	252,577	252,577
STORAGE CHARGES	2283	233	248	368	368
SMALL TOOLS & INSTRUMENTS	2291	0	410	0	0
MINOR EQUIPMENT-OTHER	2292	17,753	13,206	10,250	10,250
COMPUTER EQUIP <5000	2293	20,252	16,125	23,900	23,900
FURNITURE/FIXTURES <5000	2294	0	4,007	0	0
INSTALLS-ELEC EQUIP ISF	2295	0	90	0	0
SPECIAL DEPT. EXP. - 01	2301	2,122,021	2,354,520	2,481,448	2,481,448
SPECIAL DEPT. EXP. - 02	2302	226,434	188,242	222,300	222,300
TRANS. CHARGES - ISF	2521	52,266	59,761	75,231	75,231
PRIVATE VEHICLE MILEAGE	2522	65	0	0	0
CONF. & SEMINARS EXPENSE	2523	1,496	395	2,825	2,825
GAS/DIESEL FUEL	2525	21,588	22,027	24,622	24,622
CONFER & SEMINAR EXPENSE ISF	2526	1,998	702	0	0

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7060 BUSINESS SUPPORT

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
MOTORPOOL-ISF 2528	0	23	300	300
TOTAL SERVICES AND SUPPLIES	4,030,944	4,070,219	4,172,778	4,172,778
DEPRECIATION EXPENSE 3611	112,831	114,902	111,577	111,577
INTERFUND EXP - ADMIN 3902	128,144	77,075	99,693	99,693
TOTAL OTHER CHARGES	240,975	191,977	211,270	211,270
TOTAL OPERATING EXPENSE	5,982,318	6,010,266	6,249,862	6,249,862
OPERATING INCOME (LOSS)	(39,352)	181,213	1,251	1,251

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	7,279	5,209	6,900	6,900
TOTAL REV- USE OF MONEY & PROPERTY	7,279	5,209	6,900	6,900
GAIN/LOSS DISP FIXED ASST 9822	(3,655)	0	0	0
TOTAL OTHER FINANCING SOURCES	(3,655)	0	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	3,624	5,209	6,900	6,900
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(35,727)	186,422	8,151	8,151

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(162,792)	(151,771)	(172,676)	(172,676)
INTRAFUND COST ALLOC DECR 5122	171,186	169,727	173,549	173,549
TOTAL OTHER FINANCING USES	8,394	17,956	873	873
TOTAL OPERATING TRANSFERS	8,394	17,956	873	873

CHANGE IN NET ASSETS	(27,334)	204,378	9,024	9,024
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
FURNITURE & FIXTURES 4850	0	0	50,000	50,000
OFFICE MACHINES 4860	20,459	0	0	0
COMPUTER EQUIPMENT 4862	0	0	70,000	70,000
COMPUTER SOFTWARE 4863	21,250	25,740	117,000	117,000
REPLACE OFFICE MACHINES 4869	56,276	0	0	0
OTHER EQUIPMENT 4889	12,009	0	27,000	27,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7060 BUSINESS SUPPORT

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
EQUIPMENT CONTRA ACCT. 4993	(109,995)	(25,740)	0	0
TOTAL FIXED ASSETS	(0)	0	264,000	264,000
TOTAL FIXED ASSETS	(0)	0	264,000	264,000



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED

PURCHASING - 7070

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	3,086,143	3,048,635	3,169,145	3,169,145	3,169,145
TOTAL REVENUES	<u>3,121,645</u>	<u>3,130,158</u>	<u>3,169,130</u>	<u>3,169,130</u>	<u>3,169,130</u>
NET COUNTY COST	(35,502)	(81,523)	15	15	15
 AUTH POSITIONS			13	13	13
FTE POSITIONS			13	13	13

BUDGET UNIT DESCRIPTION:

Procurement is managed by GSA Administration. Procurement purchases goods and services through the issuance and evaluation of written bids, proposals and quotations, disposes of surplus property and administers the Convenience Copier program. Procurement provides contract management services including negotiation, review and contract administration. It manages the competitive bid process (RFBs) and prepares requests for proposals (RFPs), including development, analysis, and evaluation. Procurement also provides financial data research service, ensures certificate of insurance compliance, researches e-commerce applications, issues purchase orders and manages procurement credit cards.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7070 PURCHASING

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
MATERIALS - ISF 9492	1,758,289	1,468,747	1,603,714	1,603,714
COPY MACHINE CHARGES - ISF 9708	1,579,394	1,638,486	1,548,816	1,548,816
TOTAL CHARGES FOR SERVICES	3,337,684	3,107,233	3,152,530	3,152,530
OTHER REVENUE - MISC 9772	12,707	19,987	12,700	12,700
TOTAL MISCELLANEOUS REVENUES	12,707	19,987	12,700	12,700
TOTAL OPERATING INCOME	3,350,391	3,127,220	3,165,230	3,165,230

OPERATING EXPENSE				
REGULAR SALARIES 1101	761,164	766,384	774,587	774,587
EXTRA HELP 1102	11,378	4,753	11,700	11,700
OVERTIME 1105	4,801	3,693	6,049	6,049
SUPPLEMENTAL PAYMENTS 1106	18,812	19,012	20,771	20,771
TERMINATIONS/BUYDOWNS 1107	13,840	15,895	17,025	17,025
CALL BACK STAFFING 1108	921	1,430	0	0
RETIREMENT CONTRIBUTION 1121	121,359	144,135	157,654	157,654
OASDI CONTRIBUTION 1122	47,053	47,605	50,821	50,821
FICA-MEDICARE 1123	11,381	11,415	12,033	12,033
SAFE HARBOR 1124	742	414	1,037	1,037
GROUP INSURANCE 1141	92,522	92,771	92,352	92,352
LIFE INS/DEPT HEADS & MGT 1142	180	89	96	96
STATE UNEMPLOYMENT INS 1143	2,535	1,548	1,235	1,235
MANAGEMENT DISABILITY INS 1144	1,426	485	492	492
WORKERS' COMPENSATION INS 1165	15,676	10,139	11,781	11,781
401K PLAN 1171	12,764	12,896	13,451	13,451
TOTAL SALARIES AND EMPLOYEE BENEFITS	1,116,556	1,132,662	1,171,084	1,171,084
TELEPHONE CHGS - NON ISF 2032	19	0	0	0
VOICE/DATA - ISF 2033	12,202	10,778	11,180	11,180
GENERAL INSUR ALLOCATION - ISF 2071	32,945	7,333	8,047	8,047
OFFICE EQUIP. MAINTENANCE 2102	526	530	1,100	1,100
FACIL/MATLS SQ FT ALLOC-ISF 2125	51,123	48,196	50,162	50,162
OTHER MAINTENANCE - ISF 2128	24	4,325	500	500
MEMBERSHIPS & DUES 2141	2,177	2,726	2,100	2,100
EDUCATION ALLOWANCE 2154	0	0	3,000	3,000
INDIRECT COST RECOVERY 2158	146,017	70,525	72,769	72,769
MISC. PAYMENTS 2159	0	32	0	0

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7070 PURCHASING

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
PRINTING/BINDING-NOT ISF	2171	598	0	549	549
BOOKS & PUBLICATIONS	2172	13,181	8,192	7,850	7,850
OFFICE SUPPLIES	2173	1,658	1,018	4,500	4,500
MAIL CENTER - ISF	2174	12,858	8,340	13,764	13,764
PURCHASING CHARGES - ISF	2176	1,872	2,082	1,716	1,716
GRAPHICS CHARGES - ISF	2177	1,289	1,379	2,500	2,500
COPY MACHINE CHGS - ISF	2178	4,119	4,410	4,119	4,119
MISC. OFFICE EXPENSE	2179	0	0	37,208	37,208
STORES - ISF	2181	1,142	789	6,000	6,000
INFORMATION TECHNOLOGY- ISF	2192	41,185	58,701	42,937	42,937
OTHER PROF & SPEC SERVICE	2199	20,400	19,756	5,000	5,000
TEMPORARY HELP	2200	6,329	0	6,500	6,500
ATTORNEY SERVICES	2202	32,564	20,258	16,000	16,000
SPECIAL SERVICES - ISF	2205	527	466	550	550
PUBLIC AND LEGAL NOTICES	2261	386	253	300	300
RENT/LEASES EQUIP-NOT ISF	2271	1,345,011	1,322,747	1,341,779	1,341,779
STORAGE CHARGES	2283	1,349	1,708	645	645
COMPUTER EQUIP <5000	2293	4,582	858	10,000	10,000
FURNITURE/FIXTURES <5000	2294	0	0	1,500	1,500
TRANS. CHARGES - ISF	2521	503	130	0	0
PRIVATE VEHICLE MILEAGE	2522	0	209	606	606
CONF. & SEMINARS EXPENSE	2523	3,429	3,970	5,000	5,000
CONFER & SEMINAR EXPENSE ISF	2526	479	1,365	554	554
MOTORPOOL-ISF	2528	0	294	226	226
TOTAL SERVICES AND SUPPLIES		1,738,494	1,601,368	1,658,661	1,658,661
DEPRECIATION EXPENSE	3611	1,644	1,648	1,518	1,518
TOTAL OTHER CHARGES		1,644	1,648	1,518	1,518
TOTAL OPERATING EXPENSE		2,856,694	2,735,678	2,831,263	2,831,263
OPERATING INCOME (LOSS)		493,697	391,542	333,967	333,967

NON-OPERATING REVENUE(EXPENSE)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7070 PURCHASING

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	3,991	2,938	3,900	3,900
TOTAL REV- USE OF MONEY & PROPERTY	3,991	2,938	3,900	3,900
TOTAL NON-OPERATING REVENUE(EXPENSE)	3,991	2,938	3,900	3,900
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	497,688	394,480	337,867	337,867

OPERATING TRANSFERS

INTRAFUND COST ALLOC INCR 5121	(319,769)	(312,956)	(337,882)	(337,882)
TOTAL OTHER FINANCING USES	(319,769)	(312,956)	(337,882)	(337,882)
TOTAL OPERATING TRANSFERS	(319,769)	(312,956)	(337,882)	(337,882)

CHANGE IN NET ASSETS	177,919	81,523	(15)	(15)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED

SPECIAL SERVICES - 7080

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	4,629,511	4,032,896	4,437,555	4,437,555	4,437,555
TOTAL REVENUES	<u>4,350,698</u>	<u>4,343,177</u>	<u>4,200,487</u>	<u>4,200,487</u>	<u>4,200,487</u>
NET COUNTY COST	278,813	(310,281)	237,068	237,068	237,068
 AUTH POSITIONS			5	5	5
FTE POSITIONS			5	5	5

BUDGET UNIT DESCRIPTION:

Special Services is managed by General Services Agency's Facilities and Materials Department. This Division administers the County's security contract and monitors security guard performance. Other security services include providing security awareness training for employees; coordinating security improvements to facilities, including the placement of security devices and the 24 hour monitoring of fire/life/safety systems and other alarms; responding to requests for assistance; reporting and investigating incidents; providing escorts for contractor employees performing work and for public tours; and issuing identification badges, access cards, and parking and carpool permits, emergency preparedness training and administrative support to departments. This Division also coordinates audiovisual equipment requests, conference room reservations and special events held at County facilities or on the grounds, and monitors the Countywide vending machine contracts.

SITE SECURITY/ID BADGES: Maintains a 24-hour Security Command Center for monitoring alarms and provides emergency dispatch. Provides guards at larger sites, and also reports and investigates incidents. Patrols parking lots and provides escort for tours and contract labor. Coordinates evacuation drills and the maintenance of fire/life/safety systems. Administers security and Countywide vending machine contracts. Coordinates security improvements, issues/controls parking and carpool permits, parking citations, access cards and County ID badges. Costs recovered through square footage billing/direct charges.

SPECIAL EVENTS AND ROOM RESERVATIONS: Coordinates special events held on County property, provides support services and equipment as required. Arranges escorted tours of Government Center for students and community groups. Maintains master calendar for special events and conference rooms available to departments and community groups, and coordinates audio-visual service requests.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7080 SPECIAL SERVICES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
VEHICLE CODE FINES 8811	67,196	51,885	77,000	77,000
TOTAL FINES, FORFEITURES & PENALTY	67,196	51,885	77,000	77,000
RENTS AND CONCESSIONS 8931	10,896	8,918	10,895	10,895
TOTAL REV- USE OF MONEY & PROPERTY	10,896	8,918	10,895	10,895
OTHER INTERFUND CHARGES 9412	157,994	158,573	158,876	158,876
SPECIAL SERVICES - ISF 9712	3,521,846	3,502,433	3,432,938	3,432,938
TOTAL CHARGES FOR SERVICES	3,679,840	3,661,006	3,591,814	3,591,814
OTHER SALES 9761	44,849	40,506	53,995	53,995
OTHER REVENUE - MISC 9772	482,371	577,104	461,183	461,183
TOTAL MISCELLANEOUS REVENUES	527,221	617,609	515,178	515,178
TOTAL OPERATING INCOME	4,285,153	4,339,419	4,194,887	4,194,887

OPERATING EXPENSE				
REGULAR SALARIES 1101	369,870	362,943	360,696	360,696
EXTRA HELP 1102	32,649	33,272	36,000	36,000
OVERTIME 1105	476	82	2,000	2,000
SUPPLEMENTAL PAYMENTS 1106	9,451	9,429	9,432	9,432
TERMINATIONS/BUYDOWNS 1107	20,131	24,918	24,490	24,490
RETIREMENT CONTRIBUTION 1121	58,423	71,119	72,489	72,489
OASDI CONTRIBUTION 1122	22,845	23,081	25,154	25,154
FICA-MEDICARE 1123	6,087	6,140	5,915	5,915
SAFE HARBOR 1124	115	308	3,190	3,190
GROUP INSURANCE 1141	35,665	35,681	35,520	35,520
LIFE INS/DEPT HEADS & MGT 1142	181	89	96	96
STATE UNEMPLOYMENT INS 1143	1,299	791	622	622
MANAGEMENT DISABILITY INS 1144	1,342	450	480	480
WORKERS' COMPENSATION INS 1165	8,345	4,971	4,922	4,922
401K PLAN 1171	8,016	9,170	9,000	9,000
TOTAL SALARIES AND EMPLOYEE BENEFIT	574,893	582,443	590,006	590,006
SAFETY CLOTH & SUPPLIES 2023	0	0	2,000	2,000
TELEPHONE CHGS - NON ISF 2032	3,399	3,199	3,655	3,655
VOICE/DATA - ISF 2033	65,880	59,776	78,520	78,520
RADIO COMMUNICATIONS - ISF 2034	1,477	777	777	777
HOUSEKPG/GRNDS-ISF CHARGS 2059	0	153	0	0
GENERAL INSUR ALLOCATION - ISF 2071	12,827	36,477	32,214	32,214

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7080 SPECIAL SERVICES

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
BUILDING MAINTENANCE	2121	0	355	39,680	39,680
BUILDING EQUIP. MAINTENAN	2122	3,420	0	3,000	3,000
FACIL/MATLS SQ FT ALLOC-ISF	2125	30,076	29,131	30,609	30,609
OTHER MAINTENANCE - ISF	2128	20,799	9,664	105,000	105,000
BUILDING EQUIPMENT SUPPLIES	2129	4,842	3,889	8,500	8,500
MEMBERSHIPS & DUES	2141	1,342	1,695	1,565	1,565
EDUCATION ALLOWANCE	2154	0	0	2,000	2,000
INDIRECT COST RECOVERY	2158	100,055	63,741	58,079	58,079
MISC. PAYMENTS	2159	35,596	805	0	0
PRINTING/BINDING-NOT ISF	2171	4,048	0	2,500	2,500
BOOKS & PUBLICATIONS	2172	3,149	2,371	4,389	4,389
OFFICE SUPPLIES	2173	9,571	6,695	11,500	11,500
MAIL CENTER - ISF	2174	5,420	5,308	5,692	5,692
PURCHASING CHARGES - ISF	2176	5,430	4,405	5,500	5,500
GRAPHICS CHARGES - ISF	2177	11,925	16,955	12,000	12,000
COPY MACHINE CHGS - ISF	2178	4,206	2,931	3,438	3,438
MISC. OFFICE EXPENSE	2179	1,921	461	200	200
STORES - ISF	2181	5,282	6,055	9,000	9,000
INFORMATION TECHNOLOGY- ISF	2192	1,711	1,884	1,706	1,706
COMPUTER SERVICES NON ISF	2195	25,260	5,936	33,650	33,650
OTHER PROF & SPEC SERVICE	2199	21,228	18,282	79,000	79,000
ATTORNEY SERVICES	2202	470	185	0	0
SPECIAL SERVICES - ISF	2205	1,451	5,367	18,696	18,696
EMPLOYEE HEALTH SERVICES	2211	0	1,069	0	0
COUNTY GIS EXPENSE	2214	3,555	3,740	18,700	18,700
RENT/LEASES EQUIP-NOT ISF	2271	2,190	1,935	5,000	5,000
STORAGE CHARGES	2283	12	65	338	338
SMALL TOOLS & INSTRUMENTS	2291	0	628	500	500
MINOR EQUIPMENT-OTHER	2292	20,691	94,408	11,000	11,000
COMPUTER EQUIP <5000	2293	3,678	8,211	5,000	5,000
FURNITURE/FIXTURES <5000	2294	1,215	234	5,000	5,000
SPECIAL DEPT. EXP. - 01	2301	1,699,899	1,685,810	1,677,597	1,677,597
SPECIAL DEPT. EXP. - 02	2302	832,899	869,448	869,239	869,239
SPECIAL DEPT. EXP. - 04	2304	3,987	7,293	18,500	18,500
SPECIAL DEPT. EXP. - 05	2305	147,524	145,037	98,261	98,261
SPECIAL DEPT. EXP. - 14	2314	11,005	2,685	10,000	10,000
TRANS. CHARGES - ISF	2521	2,588	3,553	2,547	2,547
PRIVATE VEHICLE MILEAGE	2522	0	0	400	400

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7080 SPECIAL SERVICES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
CONF. & SEMINARS EXPENSE 2523	1,021	1,522	7,600	7,600
GAS/DIESEL FUEL 2525	444	691	486	486
CONFER & SEMINAR EXPENSE ISF 2526	40	628	100	100
TOTAL SERVICES AND SUPPLIES	3,111,533	3,113,452	3,283,138	3,283,138
DEPRECIATION EXPENSE 3611	124,135	135,702	120,271	120,271
INTERFUND EXP - ADMIN 3902	169,272	112,714	140,111	140,111
TOTAL OTHER CHARGES	293,407	248,416	260,382	260,382
TOTAL OPERATING EXPENSE	3,979,833	3,944,311	4,133,526	4,133,526
OPERATING INCOME (LOSS)	305,320	395,108	61,361	61,361

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	5,667	3,759	5,600	5,600
TOTAL REV- USE OF MONEY & PROPERTY	5,667	3,759	5,600	5,600
TOTAL NON-OPERATING REVENUE(EXPENSE)	5,667	3,759	5,600	5,600
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	310,988	398,867	66,961	66,961

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(93,414)	(88,586)	(104,029)	(104,029)
TOTAL OTHER FINANCING USES	(93,414)	(88,586)	(104,029)	(104,029)
TOTAL OPERATING TRANSFERS	(93,414)	(88,586)	(104,029)	(104,029)

CHANGE IN NET ASSETS	217,573	310,281	(37,068)	(37,068)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
OTHER EQUIPMENT 4889	56,622	87,736	200,000	200,000
EQUIPMENT CONTRA ACCT. 4993	(56,622)	(87,736)	0	0
TOTAL FIXED ASSETS	0	0	200,000	200,000
TOTAL FIXED ASSETS	0	0	200,000	200,000

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED

GSA ADMINISTRATION - 7095

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	2,699,628	2,033,493	2,611,627	2,611,627	2,611,627
TOTAL REVENUES	<u>2,292,807</u>	<u>2,033,473</u>	<u>2,211,629</u>	<u>2,211,629</u>	<u>2,211,629</u>
NET COUNTY COST	406,821	20	399,998	399,998	399,998
 AUTH POSITIONS			21	22	22
FTE POSITIONS			21	22	22

BUDGET UNIT DESCRIPTION:

The General Services Agency (GSA) is comprised of four departments: Administrative Services, Fleet Services, Parks, Facilities and Materials.

GSA Administration provides overall management and technical support services to all operating units of the agency. The Administrative Services department includes Procurement, Personnel and Payroll, Budgeting and Accounting, Information Technology, Management Analysis and Auditing. This budget unit also administers the Central Motor Pool (CMP) and Parking Citation Program functions in the Hall of Administration.

Costs of operations are allocated to all departments of the agency based on pre-determined criteria (e.g., employee count, documents processed, direct labor hours, etc.). Administrative costs are assessed to the operating departments and incorporated into their ISF charges and rates.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7095 GSA ADMINISTRATION

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED ●	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
VEHICLE CODE FINES 8811	31,449	31,207	30,000	30,000
TOTAL FINES, FORFEITURES & PENALTY	31,449	31,207	30,000	30,000
OTHER INTERFUND CHARGES 9412	2,017,478	1,991,235	2,181,629	2,181,629
TOTAL CHARGES FOR SERVICES	2,017,478	1,991,235	2,181,629	2,181,629
OTHER REVENUE - MISC 9772	35	0	0	0
OTHER GRANT REVENUE 9779	0	11,031	0	0
TOTAL MISCELLANEOUS REVENUES	35	11,031	0	0
TOTAL OPERATING INCOME	2,048,962	2,033,473	2,211,629	2,211,629

OPERATING EXPENSE					
REGULAR SALARIES	1101	1,317,154	1,370,508	1,440,313	1,440,313
EXTRA HELP	1102	10,087	61,643	25,000	25,000
OVERTIME	1105	2,806	1,881	5,000	5,000
SUPPLEMENTAL PAYMENTS	1106	42,526	43,968	43,942	43,942
TERMINATIONS/BUYDOWNS	1107	22,741	13,708	40,771	40,771
RETIREMENT CONTRIBUTION	1121	219,795	257,558	289,965	289,965
OASDI CONTRIBUTION	1122	78,499	78,125	88,135	88,135
FICA-MEDICARE	1123	19,760	20,637	21,878	21,878
SAFE HARBOR	1124	660	5,328	2,215	2,215
RETIREE HLTH PYMT 1099	1128	7,115	7,523	7,787	7,787
GROUP INSURANCE	1141	148,253	142,899	148,585	148,585
LIFE INS/DEPT HEADS & MGT	1142	540	268	288	288
STATE UNEMPLOYMENT INS	1143	4,351	2,791	2,195	2,195
MANAGEMENT DISABILITY INS	1144	4,004	1,399	1,555	1,555
WORKERS' COMPENSATION INS	1165	27,428	18,746	21,083	21,083
401K PLAN	1171	27,422	29,190	30,488	30,488
TOTAL SALARIES AND EMPLOYEE BENEFITS		1,933,141	2,056,172	2,169,200	2,169,200
TELEPHONE CHGS - NON ISF	2032	259	0	500	500
VOICE/DATA - ISF	2033	28,864	28,513	31,971	31,971
RADIO COMMUNICATIONS - ISF	2034	10,220	5	10,250	10,250
GENERAL INSUR ALLOCATION - ISF	2071	15,726	15,578	17,311	17,311
OFFICE EQUIP. MAINTENANCE	2102	0	0	500	500
FACIL/MATLS SQ FT ALLOC-ISF	2125	126,368	116,101	120,852	120,852
OTHER MAINTENANCE - ISF	2128	80,257	4,593	5,000	5,000
MEMBERSHIPS & DUES	2141	351	961	1,400	1,400
EDUCATION ALLOWANCE	2154	924	1,750	2,000	2,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7095 GSA ADMINISTRATION

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
INDIRECT COST RECOVERY 2158	125,275	66,107	52,856	52,856
MISC. PAYMENTS 2159	1,208	1,200	22,420	22,420
PRINTING/BINDING-NOT ISF 2171	0	459	0	0
BOOKS & PUBLICATIONS 2172	2,411	1,513	3,000	3,000
OFFICE SUPPLIES 2173	5,397	3,829	10,000	10,000
MAIL CENTER - ISF 2174	7,009	11,124	7,442	7,442
PURCHASING CHARGES - ISF 2176	1,789	780	2,000	2,000
GRAPHICS CHARGES - ISF 2177	1,986	1,394	1,000	1,000
COPY MACHINE CHGS - ISF 2178	5,071	5,199	6,000	6,000
MISC. OFFICE EXPENSE 2179	5,635	5,673	8,000	8,000
STORES - ISF 2181	528	641	0	0
INFORMATION TECHNOLOGY- ISF 2192	15,749	20,191	55,000	55,000
COMPUTER SERVICES NON ISF 2195	13,599	6,951	46,700	46,700
OTHER PROF & SPEC SERVICE 2199	11,184	11,150	20,000	20,000
TEMPORARY HELP 2200	31,560	18,512	20,000	20,000
ATTORNEY SERVICES 2202	1,457	971	4,500	4,500
SPECIAL SERVICES - ISF 2205	2,451	914	1,000	1,000
EMPLOYEE HEALTH SERVICES 2211	0	0	2,000	2,000
STORAGE CHARGES 2283	4,151	5,228	4,500	4,500
MINOR EQUIPMENT-OTHER 2292	209	1,147	0	0
COMPUTER EQUIP <5000 2293	9,134	11,361	10,000	10,000
FURNITURE/FIXTURES <5000 2294	0	1,161	2,500	2,500
TRANS. CHARGES - ISF 2521	1,060	146	0	0
PRIVATE VEHICLE MILEAGE 2522	4,125	4,609	5,500	5,500
CONF. & SEMINARS EXPENSE 2523	4,404	3,406	8,000	8,000
CONFER & SEMINAR EXPENSE ISF 2526	1,730	5,160	2,000	2,000
MOTORPOOL-ISF 2528	0	638	1,000	1,000
MISC. TRANS. & TRAVEL 2529	22	16	500	500
TOTAL SERVICES AND SUPPLIES	520,116	356,984	485,702	485,702
DEPRECIATION EXPENSE 3611	180	3,923	5,000	5,000
TOTAL OTHER CHARGES	180	3,923	5,000	5,000
TOTAL OPERATING EXPENSE	2,453,438	2,417,079	2,659,902	2,659,902
OPERATING INCOME (LOSS)	(404,476)	(383,606)	(448,273)	(448,273)

OPERATING TRANSFERS

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3160 MATERIALS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7095 GSA ADMINISTRATION

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5

OPERATING TRANSFERS

INTRAFUND COST ALLOC DECR	5122	404,790	383,586	448,275	448,275
TOTAL OTHER FINANCING USES		404,790	383,586	448,275	448,275
TOTAL OPERATING TRANSFERS		404,790	383,586	448,275	448,275

CHANGE IN NET ASSETS	314	(20)	2	2
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NET ASSETS - BEGINNING BALANCE
NET ASSETS - ENDING BALANCE

FIXED ASSETS

COMPUTER EQUIPMENT	4862	9,411	14,532	0	0
COMPUTER SOFTWARE	4863	0	0	400,000	400,000
EQUIPMENT CONTRA ACCT.	4993	(9,411)	(14,532)	0	0
TOTAL FIXED ASSETS		0	0	400,000	400,000
TOTAL FIXED ASSETS		0	0	400,000	400,000

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED

GSA-FACILITIES - 7100

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	23,325,818	19,576,068	21,580,642	21,580,642	21,580,642
TOTAL REVENUES	<u>21,260,105</u>	<u>21,127,538</u>	<u>21,302,413</u>	<u>21,302,413</u>	<u>21,302,413</u>
NET COUNTY COST	2,065,713	(1,551,471)	278,229	278,229	278,229
 AUTH POSITIONS			71	75	75
FTE POSITIONS			67	75	75

BUDGET UNIT DESCRIPTION:

Facilities are managed by General Services Agency's Facilities and Materials Department. It includes Facilities and Materials Administration, Maintenance, and Utilities. The Administration unit provides overall management of ten ISF budget units and one General Fund budget unit (Required Maintenance). The Maintenance Division manages ongoing routine preventive and corrective maintenance for most County facilities. Other entities not part of the Facilities-ISF customer base (such as VCMC, Parks, Harbor, Libraries, and Airports) may request services for their facilities on a time and materials basis. Maintenance is responsible for vendor performance oversight for repair and maintenance work as well as other outsourced contract work on building infrastructure equipment and systems. The Utilities Division monitors the Interruptible Power Program and interacts with the utility companies to obtain best possible service rates and coordinates with the Ventura County Regional Energy Authority to obtain cash incentives for energy efficiency and conservation improvements. It is responsible for evaluating changes in the out-sourced energy market, following the California Energy Commission decisions and making recommendations on power deregulation issues. The Utilities Division also manages GSA's energy efficiency conservation programs.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7100 GSA-FACILITIES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
RENTS AND CONCESSIONS 8931	56,120	56,370	56,120	56,120
TOTAL REV- USE OF MONEY & PROPERTY	56,120	56,370	56,120	56,120
OTHER INTERFUND CHARGES 9412	295,009	187,065	235,288	235,288
DIRECT CHARGE REVENUE 9413	82,794	77,112	91,980	91,980
FACILITIES - ISF 9707	21,152,411	20,271,918	20,479,025	20,479,025
TOTAL CHARGES FOR SERVICES	21,530,214	20,536,095	20,806,293	20,806,293
OTHER REVENUE - MISC 9772	402,782	369,519	385,000	385,000
OTHER GRANT REVENUE 9779	0	127,063	0	0
TOTAL MISCELLANEOUS REVENUES	402,782	496,582	385,000	385,000
TOTAL OPERATING INCOME	21,989,116	21,089,047	21,247,413	21,247,413

OPERATING EXPENSE

REGULAR SALARIES 1101	4,304,684	4,040,139	4,275,199	4,275,199
EXTRA HELP 1102	57,195	21,411	0	0
OVERTIME 1105	84,509	75,695	155,200	155,200
SUPPLEMENTAL PAYMENTS 1106	139,185	125,234	71,254	71,254
TERMINATIONS/BUYDOWNS 1107	107,193	97,526	90,681	90,681
CALL BACK STAFFING 1108	167,958	143,335	152,000	152,000
RETIREMENT CONTRIBUTION 1121	722,767	769,849	917,271	917,271
OASDI CONTRIBUTION 1122	286,800	270,169	293,197	293,197
FICA-MEDICARE 1123	69,027	64,542	69,380	69,380
SAFE HARBOR 1124	3,725	1,853	0	0
RETIREE HLTH PYMT 1099 1128	7,115	4,278	0	0
GROUP INSURANCE 1141	536,677	511,591	491,171	491,171
LIFE INS/DEPT HEADS & MGT 1142	540	128	199	199
STATE UNEMPLOYMENT INS 1143	15,229	8,663	7,374	7,374
MANAGEMENT DISABILITY INS 1144	8,286	2,338	2,279	2,279
WORKERS' COMPENSATION INS 1165	140,508	122,425	196,233	196,233
401K PLAN 1171	69,834	63,266	66,190	66,190
S & EB CURR YEAR ADJ INCREASE 1991	48,256	48,312	83,758	83,758
S & EB CURR YEAR ADJ DECREASE 1992	(75,193)	(76,804)	(113,012)	(113,012)
TOTAL SALARIES AND EMPLOYEE BENEFIT	6,694,294	6,293,949	6,758,374	6,758,374
MISC. CLOTH & PERSONAL SU 2021	13,340	13,810	13,200	13,200
SAFETY CLOTH & SUPPLIES 2023	10,326	9,728	8,000	8,000
TELEPHONE CHGS - NON ISF 2032	12,453	11,304	19,205	19,205
VOICE/DATA - ISF 2033	100,755	97,346	106,500	106,500

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7100 GSA-FACILITIES

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
RADIO COMMUNICATIONS - ISF	2034	8,878	17,872	14,000	14,000
REFUSE DISPOSAL	2056	0	4,340	0	0
CURTAINS/DRAPES/RUGS	2057	667	0	0	0
HAZ MAT DISPOSAL - ISF	2058	20,634	16,848	30,000	30,000
HOUSEKPG/GRNDS-ISF CHARGS	2059	7,937	6,616	4,500	4,500
GENERAL INSUR ALLOCATION - ISF	2071	186,391	102,844	81,739	81,739
MAINTENANCE SUPPLIES	2107	64,480	48,079	80,000	80,000
MAINTENANCE CONTRACTS	2108	561,857	498,290	552,964	552,964
BUILDING SUPPLIES	2120	142,243	133,816	194,500	194,500
BUILDING MAINTENANCE	2121	29,882	55,991	50,500	50,500
BUILDING EQUIP. MAINTENAN	2122	199,649	141,807	352,930	352,930
IMPROVEMENTS-MAINTENANCE	2123	2,354	724	7,500	7,500
FACIL/MATLS SQ FT ALLOC-ISF	2125	257,127	245,452	255,847	255,847
OTHER MAINTENANCE - ISF	2128	2,319,267	308,887	265,845	265,845
BUILDING EQUIPMENT SUPPLIES	2129	543,352	443,968	573,000	573,000
MEMBERSHIPS & DUES	2141	5,148	4,727	3,800	3,800
EDUCATIONAL MATERIALS	2152	1,148	1,879	2,000	2,000
EDUCATION ALLOWANCE	2154	4,293	5,946	4,500	4,500
INDIRECT COST RECOVERY	2158	539,299	446,656	247,116	247,116
MISC. PAYMENTS	2159	30,123	41,332	48,859	48,859
BOOKS & PUBLICATIONS	2172	1,457	570	2,000	2,000
OFFICE SUPPLIES	2173	9,323	11,859	14,000	14,000
MAIL CENTER - ISF	2174	10,646	11,333	11,731	11,731
PURCHASING CHARGES - ISF	2176	69,218	33,606	63,889	63,889
GRAPHICS CHARGES - ISF	2177	6,052	2,892	6,600	6,600
COPY MACHINE CHGS - ISF	2178	2,732	1,696	3,700	3,700
MISC. OFFICE EXPENSE	2179	1,447	3,825	3,000	3,000
STORES - ISF	2181	1,734	1,076	3,000	3,000
INFORMATION TECHNOLOGY- ISF	2192	49,312	42,391	142,573	142,573
COMPUTER SERVICES NON ISF	2195	74,765	15,295	39,100	39,100
OTHER PROF & SPEC SERVICE	2199	2,636,477	2,927,579	2,951,330	2,951,330
TEMPORARY HELP	2200	15,665	10,823	0	0
ATTORNEY SERVICES	2202	5,123	8,094	21,750	21,750
SPECIAL SERVICES - ISF	2205	55,488	33,035	56,900	56,900
EMPLOYEE HEALTH SERVICES	2211	16	5,506	1,700	1,700
COUNTY GIS EXPENSE	2214	17,168	17,606	19,621	19,621
RENT/LEASES EQUIP-NOT ISF	2271	13,972	14,497	20,800	20,800
STORAGE CHARGES	2283	31	34	321	321

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7100 GSA-FACILITIES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
SMALL TOOLS & INSTRUMENTS 2291	9,960	3,436	17,000	17,000
MINOR EQUIPMENT-OTHER 2292	56,407	19,831	52,000	52,000
COMPUTER EQUIP <5000 2293	7,248	5,175	20,000	20,000
FURNITURE/FIXTURES <5000 2294	6,385	2,766	6,000	6,000
INSTALLS-ELEC EQUIP ISF 2295	0	782	1,626	1,626
SPECIAL DEPT. EXP. - 01 2301	502,385	476,937	216,290	216,290
OUTSIDE LABORATORY 2481	8,760	8,160	12,000	12,000
TRANS. CHARGES - ISF 2521	200,698	192,380	205,000	205,000
PRIVATE VEHICLE MILEAGE 2522	722	671	700	700
CONF. & SEMINARS EXPENSE 2523	10,743	3,827	19,500	19,500
GAS/DIESEL FUEL 2525	63,481	67,113	72,494	72,494
CONFER & SEMINAR EXPENSE ISF 2526	3,555	1,996	0	0
MOTORPOOL-ISF 2528	0	80	140	140
MISC. TRANS. & TRAVEL 2529	13	0	0	0
UTILITIES - OTHER 2541	6,378,490	5,784,764	6,583,687	6,583,687
SEWAGE TREATMENT COSTS 2545	173,464	155,419	272,086	272,086
TOTAL SERVICES AND SUPPLIES	15,454,539	12,523,314	13,757,043	13,757,043
DEPRECIATION EXPENSE 3611	230,163	224,618	278,301	278,301
INTERFUND EXP - ADMIN 3902	681,793	679,399	729,349	729,349
TOTAL OTHER CHARGES	911,956	904,018	1,007,650	1,007,650
TOTAL OPERATING EXPENSE	23,060,789	19,721,281	21,523,067	21,523,067
OPERATING INCOME (LOSS)	(1,071,674)	1,367,767	(275,654)	(275,654)

NON-OPERATING REVENUE(EXPENSE)				
INT ON LEASE PURCHASE PAY 3453	(76,712)	(66,376)	(56,269)	(56,269)
TOTAL OTHER CHARGES	(76,712)	(66,376)	(56,269)	(56,269)
INTEREST EARNINGS 8911	55,594	38,491	55,000	55,000
TOTAL REV- USE OF MONEY & PROPERTY	55,594	38,491	55,000	55,000
TOTAL NON-OPERATING REVENUE(EXPENSE)	(21,118)	(27,885)	(1,269)	(1,269)
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(1,092,791)	1,339,882	(276,923)	(276,923)

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(249,169)	(149,868)	(193,847)	(193,847)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7100 GSA-FACILITIES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING TRANSFERS				
INTRAFUND COST ALLOC DECR 5122	605,126	363,965	470,772	470,772
TOTAL OTHER FINANCING USES	355,956	214,097	276,925	276,925
TOTAL OPERATING TRANSFERS	355,956	214,097	276,925	276,925
CHANGE IN NET ASSETS				
	(736,835)	1,553,979	2	2
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				
RETIREMENT OF LONG TERM DEBT				
LEASE PURCHASE PYMT-PRINC 3311	275,189	264,661	238,231	238,231
DEBT CONTRA 3992	(275,189)	(264,661)	0	0
TOTAL OTHER CHARGES	0	0	238,231	238,231
TOTAL RETIREMENT OF LONG TERM DEBT	0	0	238,231	238,231
FIXED ASSETS				
COMPUTER EQUIPMENT 4862	9,434	0	25,000	25,000
COMPUTER SOFTWARE 4863	158,865	15,928	0	0
OTHER EQUIPMENT 4889	0	211,895	15,000	15,000
EQUIPMENT CONTRA ACCT. 4993	(168,299)	(225,315)	0	0
TOTAL FIXED ASSETS	0	2,508	40,000	40,000
TOTAL FIXED ASSETS	0	2,508	40,000	40,000



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED

HOUSEKEEPING / GROUNDS - 7110

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	6,420,668	5,683,991	6,298,139	6,298,139	6,298,139
TOTAL REVENUES	<u>6,198,793</u>	<u>6,083,460</u>	<u>6,231,576</u>	<u>6,231,576</u>	<u>6,231,576</u>
NET COUNTY COST	221,875	(399,469)	66,563	66,563	66,563
 AUTH POSITIONS			11	50	50
FTE POSITIONS			10	50	50

BUDGET UNIT DESCRIPTION:

Housekeeping/Grounds Department is an Internal Service Fund (ISF) managed by General Services Agency's Facilities and Materials Department. It provides housekeeping and landscaping services for most County facilities through the ISF Square Footage charge. Other entities such as VCMC, Parks, Harbor, Libraries, and Fire Stations may request service for their facilities on a time and materials basis. Services include routine daily and weekly trash removal, vacuuming, mopping, dusting, restroom sanitation, periodic carpet shampooing and spot removal, hard floor stripping and refinishing, window washing, blind and vent dusting, wall washing, trash recycling, pest and rodent control, and other services as needed. The Grounds division provides landscape services at the Government Center and other sites. These tasks are accomplished through a combination of in-house staff and contract services.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7110 HOUSEKEEPING / GROUNDS

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
OTHER INTERFUND CHARGES 9412	26,889	27,075	29,342	29,342
HOUSEKPG/GROUNDS - ISF 9710	5,997,259	5,988,230	6,133,876	6,133,876
TOTAL CHARGES FOR SERVICES	6,024,148	6,015,305	6,163,218	6,163,218
OTHER SALES 9761	0	3,762	0	0
OTHER REVENUE - MISC 9772	37,401	50,720	57,745	57,745
TOTAL MISCELLANEOUS REVENUES	37,401	54,482	57,745	57,745
TOTAL OPERATING INCOME	6,061,549	6,069,787	6,220,963	6,220,963

OPERATING EXPENSE				
REGULAR SALARIES 1101	1,400,425	1,543,749	1,670,389	1,670,389
EXTRA HELP 1102	7,637	22,102	0	0
OVERTIME 1105	7,527	4,827	7,600	7,600
SUPPLEMENTAL PAYMENTS 1106	63,226	70,490	61,571	61,571
TERMINATIONS/BUYDOWNS 1107	18,403	27,234	28,594	28,594
CALL BACK STAFFING 1108	591	367	1,350	1,350
RETIREMENT CONTRIBUTION 1121	224,849	300,052	363,972	363,972
OASDI CONTRIBUTION 1122	91,379	98,686	109,447	109,447
FICA-MEDICARE 1123	21,482	23,435	25,720	25,720
SAFE HARBOR 1124	497	1,913	0	0
GROUP INSURANCE 1141	303,048	323,346	331,512	331,512
LIFE INS/DEPT HEADS & MGT 1142	(1)	37	39	39
STATE UNEMPLOYMENT INS 1143	4,790	3,167	2,611	2,611
MANAGEMENT DISABILITY INS 1144	(7)	197	196	196
WORKERS' COMPENSATION INS 1165	46,292	46,296	80,671	80,671
401K PLAN 1171	14,366	16,186	18,662	18,662
S & EB CURR YEAR ADJ INCREASE 1991	176,295	118,407	212,640	212,640
S & EB CURR YEAR ADJ DECREASE 1992	(149,358)	(89,915)	(182,924)	(182,924)
TOTAL SALARIES AND EMPLOYEE BENEFIT	2,231,441	2,510,575	2,732,050	2,732,050
WEED CONTROL SUPPLIES 2012	1,723	2,098	6,000	6,000
MISC. CLOTH & PERSONAL SU 2021	5,903	6,105	6,576	6,576
SAFETY CLOTH & SUPPLIES 2023	2,250	2,951	6,490	6,490
TELEPHONE CHGS - NON ISF 2032	8,575	7,519	8,843	8,843
VOICE/DATA - ISF 2033	8,437	8,145	13,191	13,191
RADIO COMMUNICATIONS - ISF 2034	777	1,044	777	777
JANITORIAL SUPPLIES 2053	230,370	224,108	223,665	223,665

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7110 HOUSEKEEPING / GROUNDS

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
REFUSE DISPOSAL	2056	480,730	516,938	536,296	536,296
HAZ MAT DISPOSAL - ISF	2058	0	0	2,291	2,291
HOUSEKPG/GNRDS-ISF CHARGS	2059	296	410	300	300
GENERAL INSUR ALLOCATION - ISF	2071	31,962	29,770	32,677	32,677
OTHER EQUIP. MAINTENANCE	2105	5,814	2,486	10,900	10,900
MAINTENANCE SUPPLIES	2107	454	38	3,400	3,400
GROUNDS-MAINTENANCE	2124	41,160	19,497	67,390	67,390
FACIL/MATLS SQ FT ALLOC-ISF	2125	86,087	83,518	85,878	85,878
OTHER MAINTENANCE - ISF	2128	15,313	10,183	15,000	15,000
GROUNDS-MAINTENANCE SUPPLIES	2138	3,649	7,509	20,000	20,000
MEMBERSHIPS & DUES	2141	790	210	741	741
EDUCATION ALLOWANCE	2154	0	0	500	500
INDIRECT COST RECOVERY	2158	250,494	187,829	132,639	132,639
MISC. PAYMENTS	2159	211	514	24,034	24,034
PRINTING/BINDING-NOT ISF	2171	0	0	250	250
BOOKS & PUBLICATIONS	2172	0	0	2,300	2,300
OFFICE SUPPLIES	2173	4,669	4,953	7,925	7,925
MAIL CENTER - ISF	2174	5,257	5,268	5,518	5,518
PURCHASING CHARGES - ISF	2176	19,384	11,844	17,751	17,751
GRAPHICS CHARGES - ISF	2177	1,163	6	1,500	1,500
COPY MACHINE CHGS - ISF	2178	213	296	213	213
MISC. OFFICE EXPENSE	2179	356	250	0	0
STORES - ISF	2181	1,019	738	1,500	1,500
INFORMATION TECHNOLOGY- ISF	2192	4,500	2,472	2,733	2,733
OTHER PROF & SPEC SERVICE	2199	51,017	58,191	100,000	100,000
TEMPORARY HELP	2200	160,406	113,701	168,064	168,064
ATTORNEY SERVICES	2202	0	879	0	0
SPECIAL SERVICES - ISF	2205	2,495	952	1,157	1,157
EMPLOYEE HEALTH SERVICES	2211	0	12,332	6,000	6,000
COUNTY GIS EXPENSE	2214	0	0	5,000	5,000
RENT/LEASES EQUIP-NOT ISF	2271	565	0	1,000	1,000
SMALL TOOLS & INSTRUMENTS	2291	0	0	3,800	3,800
MINOR EQUIPMENT-OTHER	2292	25,500	16,890	26,857	26,857
COMPUTER EQUIP <5000	2293	4,096	2,840	4,000	4,000
FURNITURE/FIXTURES <5000	2294	190	6,194	6,000	6,000
SPECIAL DEPT. EXP. - 01	2301	1,057,618	1,102,035	1,149,038	1,149,038
SPECIAL DEPT. EXP. - 02	2302	138,376	129,915	140,779	140,779
SPECIAL DEPT. EXP. - 05	2305	25,153	30,713	49,360	49,360
TRANS. CHARGES - ISF	2521	52,504	37,801	57,617	57,617

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7110 HOUSEKEEPING / GROUNDS

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
CONF. & SEMINARS EXPENSE 2523	165	349	5,500	5,500
GAS/DIESEL FUEL 2525	11,272	10,818	12,912	12,912
CONFER & SEMINAR EXPENSE ISF 2526	0	1,508	8,000	8,000
MOTORPOOL-ISF 2528	0	146	176	176
TOTAL SERVICES AND SUPPLIES	2,740,913	2,661,963	2,982,538	2,982,538
DEPRECIATION EXPENSE 3611	24,165	28,212	34,096	34,096
INTERFUND EXP - ADMIN 3902	371,719	397,601	384,551	384,551
TOTAL OTHER CHARGES	395,884	425,813	418,647	418,647
TOTAL OPERATING EXPENSE	5,368,238	5,598,352	6,133,235	6,133,235
OPERATING INCOME (LOSS)	693,311	471,435	87,728	87,728

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	14,503	10,290	10,613	10,613
TOTAL REV- USE OF MONEY & PROPERTY	14,503	10,290	10,613	10,613
CY CASH PROCEEDS FA SALE 9821	0	3,383	0	0
GAIN/LOSS DISP FIXED ASST 9822	0	3,670	0	0
FA SYSTEM SALE PROCEEDS 9823	0	(3,670)	0	0
TOTAL OTHER FINANCING SOURCES	0	3,383	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	14,503	13,673	10,613	10,613
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	707,815	485,108	98,341	98,341

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(142,383)	(85,639)	(110,769)	(110,769)
TOTAL OTHER FINANCING USES	(142,383)	(85,639)	(110,769)	(110,769)
TOTAL OPERATING TRANSFERS	(142,383)	(85,639)	(110,769)	(110,769)

CHANGE IN NET ASSETS	565,432	399,469	(12,428)	(12,428)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
OTHER EQUIPMENT 4889	123,868	22,302	54,135	54,135

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7110 HOUSEKEEPING / GROUNDS

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
EQUIPMENT CONTRA ACCT. 4993	(123,868)	(22,302)	0	0
TOTAL FIXED ASSETS	0	0	54,135	54,135
TOTAL FIXED ASSETS	0	0	54,135	54,135



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED

FACILITIES PROJECTS - 7112

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	7,083,129	3,502,228	7,089,548	7,089,548	7,089,548
TOTAL REVENUES	<u>6,868,291</u>	<u>3,432,910</u>	<u>7,044,544</u>	<u>7,044,544</u>	<u>7,044,544</u>
NET COUNTY COST	214,838	69,318	45,004	45,004	45,004
AUTH POSITIONS			11	10	10
FTE POSITIONS			11	10	10

BUDGET UNIT DESCRIPTION:

Facilities Projects is an Internal Service Fund (ISF) managed by the General Services Agency's GSA Projects Group as a pass-through mechanism for performing facilities repair, maintenance, tenant improvements and remodeling projects with costs charged back to the Client. GSA Projects Group provides project management, Client liaison, contract award and contract oversight services for design, construction and related services. Approximately 60% of contracted construction work performed is accomplished through Job Order Contracts (JOC). The balance of construction, design, and interiors installations work is performed using G12 purchase order contracts. A minor share of overall Client workload for smaller projects is completed by standing BPOs with numerous specialty vendors. Because workload is influenced by a multitude of Clients, the budget can fluctuate significantly. Clients serviced by the Facilities Projects Group include GSA Required Maintenance, GSA Utilities, HCA, HSA, Probation, Courts and most other County agencies and departments.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7112 FACILITIES PROJECTS

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
FACILITIES - ISF 9707	537,172	174,255	224,334	224,334
FACILITIES PROJECTS - ISF 9719	1,550,732	1,627,548	1,810,710	1,810,710
TOTAL CHARGES FOR SERVICES	2,087,904	1,801,804	2,035,044	2,035,044
OTHER REVENUE - MISC 9772	1,651,034	1,624,588	5,000,000	5,000,000
OTHER GRANT REVENUE 9779	0	171	0	0
TOTAL MISCELLANEOUS REVENUES	1,651,034	1,624,758	5,000,000	5,000,000
TOTAL OPERATING INCOME	3,738,937	3,426,562	7,035,044	7,035,044

OPERATING EXPENSE				
REGULAR SALARIES 1101	663,007	709,921	830,555	830,555
EXTRA HELP 1102	19,256	23,546	0	0
OVERTIME 1105	5	35	1,500	1,500
SUPPLEMENTAL PAYMENTS 1106	36,223	36,450	36,647	36,647
TERMINATIONS/BUYDOWNS 1107	37,311	21,287	19,252	19,252
RETIREMENT CONTRIBUTION 1121	111,618	129,062	163,641	163,641
OASDI CONTRIBUTION 1122	42,270	42,796	54,567	54,567
FICA-MEDICARE 1123	10,480	10,661	12,875	12,875
SAFE HARBOR 1124	1,254	2,047	0	0
GROUP INSURANCE 1141	61,734	65,176	75,828	75,828
LIFE INS/DEPT HEADS & MGT 1142	90	45	48	48
STATE UNEMPLOYMENT INS 1143	2,254	1,431	1,327	1,327
MANAGEMENT DISABILITY INS 1144	3,320	1,196	1,380	1,380
WORKERS' COMPENSATION INS 1165	15,690	10,344	15,327	15,327
401K PLAN 1171	11,390	12,039	14,907	14,907
TOTAL SALARIES AND EMPLOYEE BENEFITS	1,015,902	1,066,034	1,227,854	1,227,854
UNIFORM ALLOWANCE 2022	214	212	300	300
SAFETY CLOTH & SUPPLIES 2023	745	754	900	900
TELEPHONE CHGS - NON ISF 2032	4,125	4,844	4,200	4,200
VOICE/DATA - ISF 2033	8,920	8,131	8,822	8,822
RADIO COMMUNICATIONS - ISF 2034	274	0	300	300
HOUSEKPG/GRNDS-ISF CHARGS 2059	0	529	0	0
GENERAL INSUR ALLOCATION - ISF 2071	5,764	5,340	5,883	5,883
MAINTENANCE CONTRACTS 2108	127,331	181,917	240,000	240,000
FACIL/MATLS SQ FT ALLOC-ISF 2125	28,073	27,901	29,709	29,709
INDIRECT COST RECOVERY 2158	51,730	45,556	36,911	36,911
MISC. PAYMENTS 2159	176	791	0	0

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7112 FACILITIES PROJECTS

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
OFFICE SUPPLIES 2173	1,578	2,964	3,500	3,500
MAIL CENTER - ISF 2174	3,597	5,262	5,513	5,513
PURCHASING CHARGES - ISF 2176	36,784	35,910	33,695	33,695
GRAPHICS CHARGES - ISF 2177	1,722	2,969	2,000	2,000
COPY MACHINE CHGS - ISF 2178	1,258	1,182	1,258	1,258
STORES - ISF 2181	1,121	745	600	600
INFORMATION TECHNOLOGY- ISF 2192	641	699	658	658
OTHER PROF & SPEC SERVICE 2199	0	0	20,000	20,000
ATTORNEY SERVICES 2202	188	1,388	0	0
SPECIAL SERVICES - ISF 2205	898	1,230	1,200	1,200
EMPLOYEE HEALTH SERVICES 2211	0	0	500	500
SMALL TOOLS & INSTRUMENTS 2291	1,137	907	1,600	1,600
COMPUTER EQUIP <5000 2293	4,999	343	9,000	9,000
FURNITURE/FIXTURES <5000 2294	0	0	3,000	3,000
SPECIAL DEPT. EXP. - 01 2301	0	71,582	0	0
SPECIAL DEPT. EXP. - 02 2302	2,001,800	1,641,681	5,000,000	5,000,000
SPECIAL DEPT. EXP. - 03 2303	44,390	57,371	45,036	45,036
SPECIAL DEPT. EXP. - 04 2304	1,663	6,589	5,000	5,000
TRANS. CHARGES - ISF 2521	19,032	13,865	42,186	42,186
PRIVATE VEHICLE MILEAGE 2522	0	102	1,000	1,000
CONF. & SEMINARS EXPENSE 2523	0	0	500	500
GAS/DIESEL FUEL 2525	3,832	4,754	8,698	8,698
CONFER & SEMINAR EXPENSE ISF 2526	0	78	0	0
MOTORPOOL-ISF 2528	0	441	0	0
TOTAL SERVICES AND SUPPLIES	2,351,991	2,126,035	5,511,969	5,511,969
INTERFUND EXP - ADMIN 3902	159,248	181,700	183,570	183,570
TOTAL OTHER CHARGES	159,248	181,700	183,570	183,570
TOTAL OPERATING EXPENSE	3,527,140	3,373,769	6,923,393	6,923,393
OPERATING INCOME (LOSS)	211,797	52,793	111,651	111,651

NON-OPERATING REVENUE(EXPENSE)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3170 FACILITIES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7112 FACILITIES PROJECTS

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	9,499	6,348	9,500	9,500
TOTAL REV- USE OF MONEY & PROPERTY	9,499	6,348	9,500	9,500
TOTAL NON-OPERATING REVENUE(EXPENSE)	9,499	6,348	9,500	9,500
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	221,296	59,141	121,151	121,151

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(213,574)	(128,458)	(166,155)	(166,155)
TOTAL OTHER FINANCING USES	(213,574)	(128,458)	(166,155)	(166,155)
TOTAL OPERATING TRANSFERS	(213,574)	(128,458)	(166,155)	(166,155)

CHANGE IN NET ASSETS	7,722	(69,318)	(45,004)	(45,004)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3200 PERSONNEL SERVICES-ISF
SERVICE ACTIVITY: UNCLASSIFIED

PERSONNEL SERVICES ISF - 2520

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	980,310	738,429	1,033,661	1,033,661	1,033,661
TOTAL REVENUES	<u>900,683</u>	<u>1,007,168</u>	<u>953,661</u>	<u>953,661</u>	<u>953,661</u>
NET COUNTY COST	79,627	(268,738)	80,000	80,000	80,000
 AUTH POSITIONS			3	3	3
FTE POSITIONS			3	3	3

BUDGET UNIT DESCRIPTION:

The County Executive Office - Human Resources Division administers the Personnel Services ISF, which offers required, optional and enhanced services of training, the administration of the Deferred Compensation Program, and the Department of Transportation mandate of alcohol and drug testing. Training services include assessment and consultation regarding training needs; delivery of required courses on Sexual Harassment/Non-Discrimination and Security Awareness in order to comply with state and federal guidelines and reduce County liability; and other collaborative efforts with County departments. The Deferred Compensation Program includes administration of the Section 457 Plan and the 401(k) Shared Savings Plan. Service fees for the administration of the Training and Deferred Compensation Programs are assessed to class attendees and plan participants, County departments and outside entities for full cost recovery. The Transportation Program includes administration of contract services that provide drug and alcohol testing, as required by the Department of Transportation. County Departments are charged their portion of actual contract cost based on the services provided.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3200 PERSONNEL SERVICES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 2520 PERSONNEL SERVICES ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
OTHER INTERFUND CHARGES 9412	70,600	157,234	158,813	158,813
PERSONNEL SERVICES 9471	760,692	847,086	746,048	746,048
TOTAL CHARGES FOR SERVICES	831,292	1,004,320	904,861	904,861
OTHER REVENUE - MISC 9772	0	0	45,000	45,000
TOTAL MISCELLANEOUS REVENUES	0	0	45,000	45,000
TOTAL OPERATING INCOME	831,292	1,004,320	949,861	949,861

OPERATING EXPENSE				
REGULAR SALARIES 1101	180,718	201,799	224,656	224,656
EXTRA HELP 1102	6,207	1,905	0	0
SUPPLEMENTAL PAYMENTS 1106	7,231	9,880	9,528	9,528
TERMINATIONS/BUYDOWNS 1107	6,410	10,411	22,784	22,784
RETIREMENT CONTRIBUTION 1121	31,002	40,562	47,004	47,004
OASDI CONTRIBUTION 1122	11,731	13,319	14,268	14,268
FICA-MEDICARE 1123	2,834	3,142	3,336	3,336
SAFE HARBOR 1124	404	164	0	0
GROUP INSURANCE 1141	18,315	18,284	21,312	21,312
LIFE INS/DEPT HEADS & MGT 1142	270	122	144	144
STATE UNEMPLOYMENT INS 1143	619	409	348	348
MANAGEMENT DISABILITY INS 1144	1,297	477	552	552
WORKERS' COMPENSATION INS 1165	1,841	1,693	2,316	2,316
401K PLAN 1171	3,841	5,438	5,040	5,040
TOTAL SALARIES AND EMPLOYEE BENEFITS	272,719	307,605	351,288	351,288
VOICE/DATA - ISF 2033	3,338	2,627	4,252	4,252
RADIO COMMUNICATIONS - ISF 2034	348	0	0	0
GENERAL INSUR ALLOCATION - ISF 2071	1,712	1,453	1,597	1,597
FACIL/MATLS SQ FT ALLOC-ISF 2125	6,306	5,934	6,180	6,180
OTHER MAINTENANCE - ISF 2128	244	100	0	0
MEMBERSHIPS & DUES 2141	922	1,044	2,000	2,000
INDIRECT COST RECOVERY 2158	217,023	14,261	12,898	12,898
MISC. PAYMENTS 2159	0	85	0	0
PRINTING/BINDING-NOT ISF 2171	37	120	1,500	1,500
BOOKS & PUBLICATIONS 2172	1,141	1,422	1,500	1,500
OFFICE SUPPLIES 2173	1,198	2,443	800	800
MAIL CENTER - ISF 2174	21	3,667	22	22
PURCHASING CHARGES - ISF 2176	1,078	1,793	992	992

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3200 PERSONNEL SERVICES-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 2520 PERSONNEL SERVICES ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
GRAPHICS CHARGES - ISF 2177	8,564	11,136	6,000	6,000
COPY MACHINE CHGS - ISF 2178	282	332	382	382
MISC. OFFICE EXPENSE 2179	24	402	300	300
STORES - ISF 2181	398	119	100	100
INFORMATION TECHNOLOGY- ISF 2192	23,540	24,777	27,531	27,531
OTHER PROF & SPEC SERVICE 2199	239,182	216,893	432,000	432,000
SPECIAL SERVICES - ISF 2205	476	6	1,100	1,100
MINOR EQUIPMENT-OTHER 2292	0	62	0	0
COMPUTER EQUIP <5000 2293	1,270	4,718	2,500	2,500
PRIVATE VEHICLE MILEAGE 2522	75	116	500	500
CONF. & SEMINARS EXPENSE 2523	3,619	3,537	5,000	5,000
CONFER & SEMINAR EXPENSE ISF 2526	0	148	0	0
TOTAL SERVICES AND SUPPLIES	510,799	297,196	507,154	507,154
INTERFUND EXP - ADMIN 3902	91,586	133,628	175,219	175,219
TOTAL OTHER CHARGES	91,586	133,628	175,219	175,219
TOTAL OPERATING EXPENSE	875,104	738,429	1,033,661	1,033,661
OPERATING INCOME (LOSS)	(43,812)	265,890	(83,800)	(83,800)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	3,904	2,848	3,800	3,800
TOTAL REV- USE OF MONEY & PROPERTY	3,904	2,848	3,800	3,800
TOTAL NON-OPERATING REVENUE(EXPENSE)	3,904	2,848	3,800	3,800
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(39,909)	268,738	(80,000)	(80,000)
CHANGE IN NET ASSETS	(39,909)	268,738	(80,000)	(80,000)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3230 UNEMPLOYMENT INS-ISF
SERVICE ACTIVITY: UNCLASSIFIED

UNEMPLOYMENT INSURANCE - 2540

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	1,222,227	1,016,414	1,185,089	1,185,089	1,185,089
TOTAL REVENUES	<u>1,139,300</u>	<u>1,148,689</u>	<u>861,057</u>	<u>861,057</u>	<u>861,057</u>
NET COUNTY COST	82,927	(132,274)	324,032	324,032	324,032

AUTH POSITIONS
FTE POSITIONS

BUDGET UNIT DESCRIPTION:

The County Executive Office - Human Resources Division administers the County's Unemployment Insurance Benefits (UIB) program. In this capacity, it works to minimize the County's costs for unemployment insurance by providing training to departments on the latest unemployment policies and procedures, reviewing and monitoring all claims filed by terminated County employees, and working closely with the County's contract administrator in challenging questionable claims. Reimbursement is made to the State for unemployment insurance claims paid. Premiums are charged to departments' payroll. Rate will continue to be reviewed for effectiveness and full cost recovery.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3230 UNEMPLOYMENT INS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 2540 UNEMPLOYMENT INSURANCE

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
INDIRECT COST RECOVERY 9411	25	0	0	0
UNEMPLOYMENT INS 9713	1,823,202	1,138,598	852,057	852,057
TOTAL CHARGES FOR SERVICES	1,823,227	1,138,598	852,057	852,057
TOTAL OPERATING INCOME	1,823,227	1,138,598	852,057	852,057

OPERATING EXPENSE				
OTHER INSURANCE 2079	907,089	1,001,119	1,160,000	1,160,000
INDIRECT COST RECOVERY 2158	0	271	6,647	6,647
PURCHASING CHARGES - ISF 2176	34	34	31	31
OTHER PROF & SPEC SERVICE 2199	6,461	6,547	6,800	6,800
TOTAL SERVICES AND SUPPLIES	913,583	1,007,970	1,173,478	1,173,478
INTERFUND EXP - ADMIN 3902	7,742	8,444	11,611	11,611
TOTAL OTHER CHARGES	7,742	8,444	11,611	11,611
TOTAL OPERATING EXPENSE	921,325	1,016,414	1,185,089	1,185,089
OPERATING INCOME (LOSS)	901,901	122,184	(333,032)	(333,032)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	9,650	10,090	9,000	9,000
TOTAL REV- USE OF MONEY & PROPERTY	9,650	10,090	9,000	9,000
TOTAL NON-OPERATING REVENUE(EXPENSE)	9,650	10,090	9,000	9,000
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	911,551	132,274	(324,032)	(324,032)
CHANGE IN NET ASSETS	911,551	132,274	(324,032)	(324,032)

NET ASSETS - BEGINNING BALANCE
NET ASSETS - ENDING BALANCE

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013

FUND 3240 MEDICAL INSURANCE-ISF
SERVICE ACTIVITY: UNCLASSIFIED

MEDICAL INSURANCE - 2550

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	7,980,375	7,183,314	7,937,380	7,937,380	7,937,380
TOTAL REVENUES	<u>7,855,844</u>	<u>7,682,841</u>	<u>7,789,427</u>	<u>7,789,427</u>	<u>7,789,427</u>
NET COUNTY COST	124,531	(499,527)	147,953	147,953	147,953
 AUTH POSITIONS			17	18	18
FTE POSITIONS			17	17	17

BUDGET UNIT DESCRIPTION:

The County Executive Office - Human Resources Division administers the Medical Insurance ISF, which includes Benefits Administration, the Employee Assistance Program (EAP), the Wellness Program, and the Work Life Program. The ISF staff serves as the County's liaison to insurance representatives, brokers, service organizations and employee associations regarding benefit programs in general.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3240 MEDICAL INSURANCE-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 2550 MEDICAL INSURANCE

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
FORFEITURES AND PENALTIES 8831	54,317	65,174	52,806	52,806
TOTAL FINES, FORFEITURES & PENALTY	54,317	65,174	52,806	52,806
FEDERAL AID-ARRA 9357	28,087	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	28,087	0	0	0
INDIRECT COST RECOVERY 9411	0	0	13,208	13,208
OTHER INTERFUND CHARGES 9412	117,150	139,504	106,383	106,383
PERSONNEL SERVICES 9471	81,599	83,391	82,000	82,000
TOTAL CHARGES FOR SERVICES	198,749	222,895	201,591	201,591
OTHER REVENUE - MISC 9772	6,758,091	7,352,727	7,493,030	7,493,030
CASH OVERAGE 9797	18	36	0	0
TOTAL MISCELLANEOUS REVENUES	6,758,110	7,352,763	7,493,030	7,493,030
TOTAL OPERATING INCOME	7,039,262	7,640,832	7,747,427	7,747,427

OPERATING EXPENSE				
REGULAR SALARIES 1101	1,033,622	921,550	1,149,637	1,149,637
EXTRA HELP 1102	5,715	18,905	7,000	7,000
SUPPLEMENTAL PAYMENTS 1106	35,401	28,503	35,208	35,208
TERMINATIONS/BUYDOWNS 1107	79,636	69,880	91,828	91,828
RETIREMENT CONTRIBUTION 1121	178,863	185,878	243,898	243,898
OASDI CONTRIBUTION 1122	66,816	60,092	72,527	72,527
FICA-MEDICARE 1123	16,313	14,484	17,261	17,261
SAFE HARBOR 1124	372	3,603	700	700
RETIREE HLTH PYMT 1099 1128	5,953	20,149	16,872	16,872
GROUP INSURANCE 1141	107,034	97,857	113,664	113,664
LIFE INS/DEPT HEADS & MGT 1142	1,366	634	744	744
STATE UNEMPLOYMENT INS 1143	3,415	1,844	1,758	1,758
MANAGEMENT DISABILITY INS 1144	7,403	2,182	2,771	2,771
WORKERS' COMPENSATION INS 1165	10,562	7,846	11,795	11,795
401K PLAN 1171	29,438	23,367	29,987	29,987
S & EB CURR YEAR ADJ INCREASE 1991	110,839	111,599	25,742	25,742
S & EB CURR YEAR ADJ DECREASE 1992	(110,839)	(111,599)	(25,742)	(25,742)
TOTAL SALARIES AND EMPLOYEE BENEFIT	1,581,910	1,456,775	1,795,650	1,795,650
MEDICAL REIMBURSEMENT 2026	325	0	1,000	1,000
TELEPHONE CHGS - NON ISF 2032	398	43	700	700
VOICE/DATA - ISF 2033	14,184	11,720	22,300	22,300
RADIO COMMUNICATIONS - ISF 2034	268	0	0	0

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3240 MEDICAL INSURANCE-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 2550 MEDICAL INSURANCE

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
GENERAL INSUR ALLOCATION - ISF	2071	9,807	8,527	8,873	8,873
OFFICE EQUIP. MAINTENANCE	2102	0	1,571	0	0
MAINTENANCE CONTRACTS	2108	0	0	600	600
FACIL/MATLS SQ FT ALLOC-ISF	2125	29,264	29,199	30,653	30,653
OTHER MAINTENANCE - ISF	2128	768	80	1,500	1,500
MEMBERSHIPS & DUES	2141	1,210	970	2,400	2,400
CASH SHORTAGE	2151	3	14	0	0
EDUCATION ALLOWANCE	2154	3,000	2,701	4,000	4,000
INDIRECT COST RECOVERY	2158	109,468	61,190	0	0
MISC. PAYMENTS	2159	287	56	1,100	1,100
PRINTING/BINDING-NOT ISF	2171	9,004	5,489	16,500	16,500
BOOKS & PUBLICATIONS	2172	3,492	2,977	6,000	6,000
OFFICE SUPPLIES	2173	6,973	11,391	11,550	11,550
MAIL CENTER - ISF	2174	14,354	18,837	15,212	15,212
PURCHASING CHARGES - ISF	2176	5,693	1,647	5,227	5,227
GRAPHICS CHARGES - ISF	2177	48,604	45,908	49,000	49,000
COPY MACHINE CHGS - ISF	2178	3,513	4,614	3,513	3,513
MISC. OFFICE EXPENSE	2179	1,372	2,461	2,100	2,100
STORES - ISF	2181	296	243	1,000	1,000
INFORMATION TECHNOLOGY- ISF	2192	198,311	158,827	153,019	153,019
COMPUTER SERVICES NON ISF	2195	0	0	12,000	12,000
OTHER PROF & SPEC SERVICE	2199	216,796	228,203	333,500	333,500
SPECIAL SERVICES - ISF	2205	4,512	6,803	6,300	6,300
EMPLOYEE HEALTH SERVICES	2211	15,890	17,836	16,000	16,000
BUILD LEASES & RENTALS	2281	34,741	34,732	34,020	34,020
STORAGE CHARGES	2283	1,447	2,214	673	673
MINOR EQUIPMENT-OTHER	2292	345	0	2,000	2,000
COMPUTER EQUIP <5000	2293	4,542	20,652	14,000	14,000
FURNITURE/FIXTURES <5000	2294	158	4,090	4,000	4,000
SPECIAL DEPT. EXP. - 01	2301	4,523,939	4,672,173	4,875,000	4,875,000
SPECIAL DEPT. EXP. - 35	2335	28,087	0	0	0
PRIVATE VEHICLE MILEAGE	2522	906	799	1,300	1,300
CONF. & SEMINARS EXPENSE	2523	8,596	2,424	9,000	9,000
CONFER & SEMINAR EXPENSE ISF	2526	527	1,671	4,000	4,000
CAPITALIZED SVCS & SUPP INCREASE	2993	(67,175)	(2,917)	0	0
TOTAL SERVICES AND SUPPLIES		5,233,904	5,357,144	5,648,040	5,648,040
DEPRECIATION EXPENSE	3611	28,527	31,669	35,304	35,304

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3240 MEDICAL INSURANCE-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 2550 MEDICAL INSURANCE

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
INTERFUND EXP - ADMIN 3902	363,228	337,726	458,386	458,386
TOTAL OTHER CHARGES	391,755	369,395	493,690	493,690
TOTAL OPERATING EXPENSE	7,207,569	7,183,314	7,937,380	7,937,380
OPERATING INCOME (LOSS)	(168,307)	457,518	(189,953)	(189,953)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	14,005	12,009	12,000	12,000
TOTAL REV- USE OF MONEY & PROPERTY	14,005	12,009	12,000	12,000
TOTAL NON-OPERATING REVENUE(EXPENSE)	14,005	12,009	12,000	12,000
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(154,301)	469,526	(177,953)	(177,953)

OPERATING TRANSFERS				
CONTRIB FROM OTHER FUNDS 9831	29,156	30,000	30,000	30,000
TOTAL OTHER FINANCING SOURCES	29,156	30,000	30,000	30,000
TOTAL OPERATING TRANSFERS	29,156	30,000	30,000	30,000

CHANGE IN NET ASSETS	(125,146)	499,526	(147,953)	(147,953)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
REPLACE OFFICE MACHINES 4869	7,964	0	0	0
EQUIPMENT CONTRA ACCT. 4993	(7,964)	0	0	0
TOTAL FIXED ASSETS	0	0	0	0
TOTAL FIXED ASSETS	0	0	0	0

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013

FUND 3250 EMPLOYEE BENEFITS MISC IS
SERVICE ACTIVITY: UNCLASSIFIED

WAGE SUPPLEMENT - 2590

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	86,294	63,698	86,103	86,103	86,103
TOTAL REVENUES	<u>57,000</u>	<u>51,172</u>	<u>55,700</u>	<u>55,700</u>	<u>55,700</u>
NET COUNTY COST	29,294	12,526	30,403	30,403	30,403

AUTH POSITIONS

FTE POSITIONS

BUDGET UNIT DESCRIPTION:

The Wage Supplement Plan (WSP) is part of the Employee Benefits Fund. It is administered by the Benefits Unit of the Human Resources Division. The plan provides supplemental income to participating employees in the event of hospitalization or illness exceeding seven days. The Wage Supplement Plan is an optional benefit program which employees may elect during a limited enrollment period. The employee paid plan currently offers two levels of short-term coverage with funding paid in full by participating employees.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3250 EMPLOYEE BENEFITS MISC IS
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 2590 WAGE SUPPLEMENT

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5

OPERATING INCOME

WAGE SUPPLEMENT PLAN PREM	9742	52,340	50,691	55,000	55,000
TOTAL MISCELLANEOUS REVENUES		52,340	50,691	55,000	55,000
TOTAL OPERATING INCOME		52,340	50,691	55,000	55,000

OPERATING EXPENSE

PYMTS-WAGE SUPPLEMNT PLAN	2081	34,430	42,008	60,000	60,000
INDIRECT COST RECOVERY	2158	3,903	3,561	1,601	1,601
TOTAL SERVICES AND SUPPLIES		38,333	45,569	61,601	61,601
INTERFUND EXP - ADMIN	3902	17,201	18,129	24,502	24,502
TOTAL OTHER CHARGES		17,201	18,129	24,502	24,502
TOTAL OPERATING EXPENSE		55,534	63,698	86,103	86,103
OPERATING INCOME (LOSS)		(3,194)	(13,007)	(31,103)	(31,103)

NON-OPERATING REVENUE(EXPENSE)

INTEREST EARNINGS	8911	728	481	700	700
TOTAL REV- USE OF MONEY & PROPERTY		728	481	700	700
TOTAL NON-OPERATING REVENUE(EXPENSE)		728	481	700	700
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS		(2,466)	(12,526)	(30,403)	(30,403)
CHANGE IN NET ASSETS		(2,466)	(12,526)	(30,403)	(30,403)

NET ASSETS - BEGINNING BALANCE
NET ASSETS - ENDING BALANCE

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013

FUND 3280 NETWORK SERVICES ISF
SERVICE ACTIVITY: UNCLASSIFIED

NETWORK SERVICES-ISF - 7230

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	19,275,775	13,678,173	18,162,459	18,162,459	18,162,459
TOTAL REVENUES	<u>16,630,337</u>	<u>15,622,606</u>	<u>14,283,555</u>	<u>14,283,555</u>	<u>14,283,555</u>
NET COUNTY COST	2,645,438	(1,944,434)	3,878,904	3,878,904	3,878,904
 AUTH POSITIONS				40	39
FTE POSITIONS				38	37

BUDGET UNIT DESCRIPTION:

The Network Services Internal Service Fund (ISF) is administered by the Information Technology Services Department (ITSD). The mission of the Network Services ISF is to provide reliable, responsive, cost effective and relevant technology services and counsel to County departments, agencies, and leaders. Network Services is responsible for the design, implementation and maintenance of the County data network for all on-line systems and applications. The Data Network supports over 13,000 devices. Network Services also maintains the countywide telephone system consisting of over 8,000 devices. In addition Network Services also provides design, implementation and support services for the countywide microwave system and Public Safety radio equipment. Network Services also provides the Countywide Network Security Services Function, responsible for insuring availability and confidentiality of data, as well as protection against computer viruses, network intrusions, and denial of service attacks.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3280 NETWORK SERVICES ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7230 NETWORK SERVICES-ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
RADIO - ISF 9441	3,718,820	3,426,862	3,526,716	3,526,716
TELEPHONE/DATA COMM - ISF 9442	12,277,790	11,315,258	10,237,621	10,237,621
TOTAL CHARGES FOR SERVICES	15,996,611	14,742,120	13,764,337	13,764,337
OTHER REVENUE - MISC 9772	660,997	580,317	499,218	499,218
TOTAL MISCELLANEOUS REVENUES	660,997	580,317	499,218	499,218
TOTAL OPERATING INCOME	16,657,608	15,322,437	14,263,555	14,263,555

OPERATING EXPENSE					
REGULAR SALARIES	1101	2,596,356	2,490,152	2,752,200	2,752,200
EXTRA HELP	1102	9,139	26,486	0	0
OVERTIME	1105	123,938	112,020	100,000	100,000
SUPPLEMENTAL PAYMENTS	1106	143,715	132,635	134,742	134,742
TERMINATIONS/BUYDOWNS	1107	130,121	104,972	119,907	119,907
RETIREMENT CONTRIBUTION	1121	479,374	497,388	593,020	593,020
OASDI CONTRIBUTION	1122	174,385	166,643	168,266	168,266
FICA-MEDICARE	1123	42,756	40,651	40,241	40,241
RETIREE HLTH PYMT 1099	1128	7,115	9,338	7,259	7,259
GROUP INSURANCE	1141	273,201	250,006	248,640	248,640
LIFE INS/DEPT HEADS & MGT	1142	988	484	1,056	1,056
STATE UNEMPLOYMENT INS	1143	9,258	5,362	5,491	5,491
MANAGEMENT DISABILITY INS	1144	7,758	2,608	8,490	8,490
WORKERS' COMPENSATION INS	1165	32,442	37,635	39,468	39,468
401K PLAN	1171	43,098	40,375	45,239	45,239
S & EB CURR YEAR ADJ DECREASE	1992	(304,726)	(211,702)	0	0
TOTAL SALARIES AND EMPLOYEE BENEFITS		3,768,917	3,705,054	4,264,019	4,264,019
MISC. CLOTH & PERSONAL SU	2021	0	2,982	3,000	3,000
SAFETY CLOTH & SUPPLIES	2023	2,982	3,684	3,000	3,000
RADIO EXPENSE - NON ISF	2031	0	56	0	0
TELEPHONE CHGS - NON ISF	2032	2,866,487	2,774,368	2,943,500	2,943,500
VOICE/DATA - ISF	2033	112	14,566	0	0
RADIO COMMUNICATIONS - ISF	2034	700	0	0	0
HOUSEKPG/GRNDS-ISF CHARGS	2059	318	0	0	0
GENERAL INSUR ALLOCATION - ISF	2071	24,654	22,455	25,000	25,000
COMM. EQUIP. MAINTENANCE	2103	38,905	53,689	210,473	210,473
MAINTENANCE CONTRACTS	2108	257,935	202,477	304,171	304,171
BUILDING MAINTENANCE	2121	13,661	16,955	14,000	14,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3280 NETWORK SERVICES ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7230 NETWORK SERVICES-ISF

OPERATING DETAIL		2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
FACIL/MATLS SQ FT ALLOC-ISF	2125	190,863	189,218	178,164	178,164
OTHER MAINTENANCE - ISF	2128	12,327	6,830	6,000	6,000
MEMBERSHIPS & DUES	2141	465	985	2,500	2,500
EDUCATION ALLOWANCE	2154	0	0	1,000	1,000
INDIRECT COST RECOVERY	2158	284,025	199,632	143,929	143,929
MISC. PAYMENTS	2159	1,521	(25)	0	0
BOOKS & PUBLICATIONS	2172	0	369	0	0
OFFICE SUPPLIES	2173	0	0	1,500	1,500
MAIL CENTER - ISF	2174	2,691	1,720	3,600	3,600
PURCHASING CHARGES - ISF	2176	38,485	41,496	38,500	38,500
GRAPHICS CHARGES - ISF	2177	160	0	200	200
COPY MACHINE CHGS - ISF	2178	3,170	3,534	3,500	3,500
MISC. OFFICE EXPENSE	2179	1,217	2,012	1,000	1,000
STORES - ISF	2181	14,250	13,900	1,000	1,000
INFORMATION TECHNOLOGY- ISF	2192	1,064,468	752,849	479,061	479,061
COMPUTER SERVICES NON ISF	2195	678,470	749,876	825,909	825,909
OTHER PROF & SPEC SERVICE	2199	117,384	172,120	305,950	305,950
ATTORNEY SERVICES	2202	846	2,174	1,000	1,000
SPECIAL SERVICES - ISF	2205	1,519	123	2,000	2,000
EMPLOYEE HEALTH SERVICES	2211	0	1,517	750	750
COUNTY GIS EXPENSE	2214	269	28	0	0
PUBLIC AND LEGAL NOTICES	2261	0	0	0	0
RENT/LEASES EQUIP-NOT ISF	2271	77	64	100	100
BUILD LEASES & RENTALS	2281	271,887	277,688	333,330	333,330
STORAGE CHARGES	2283	1,734	757	720	720
SMALL TOOLS & INSTRUMENTS	2291	465	0	1,000	1,000
MINOR EQUIPMENT-OTHER	2292	1,516,177	1,286,180	1,136,000	1,136,000
COMPUTER EQUIP <5000	2293	27,552	15,286	10,450	10,450
FURNITURE/FIXTURES <5000	2294	175,549	0	13,300	13,300
INSTALLS-ELEC EQUIP ISF	2295	0	11,951	0	0
TRANS. CHARGES - ISF	2521	109,615	119,498	115,000	115,000
PRIVATE VEHICLE MILEAGE	2522	1,002	1,032	100	100
CONF. & SEMINARS EXPENSE	2523	2,116	38,646	17,100	17,100
GAS/DIESEL FUEL	2525	48,549	50,412	54,000	54,000
CONFER & SEMINAR EXPENSE ISF	2526	768	3,048	0	0
MOTORPOOL-ISF	2528	0	265	0	0
MISC. TRANS. & TRAVEL	2529	0	582	0	0
CAPITALIZED SVCS & SUPP DECREASE	2994	(194,399)	(25,242)	0	0
TOTAL SERVICES AND SUPPLIES		7,578,974	7,009,755	7,179,807	7,179,807

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3280 NETWORK SERVICES ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7230 NETWORK SERVICES-ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
DEPRECIATION EXPENSE 3611	1,248,318	1,550,315	1,885,296	1,885,296
INTERFUND EXP - ADMIN 3902	1,363,248	1,499,575	1,807,047	1,807,047
TOTAL OTHER CHARGES	2,611,566	3,049,890	3,692,343	3,692,343
TOTAL OPERATING EXPENSE	13,959,457	13,764,700	15,136,169	15,136,169
OPERATING INCOME (LOSS)	2,698,151	1,557,737	(872,614)	(872,614)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST L/T TECP 3412	(29,293)	(17,810)	(163,918)	(163,918)
TOTAL OTHER CHARGES	(29,293)	(17,810)	(163,918)	(163,918)
INTEREST EARNINGS 8911	69,874	58,413	20,000	20,000
TOTAL REV- USE OF MONEY & PROPERTY	69,874	58,413	20,000	20,000
GAIN/LOSS DISP FIXED ASST 9822	(2,469)	0	0	0
FA SYSTEM SALE PROCEEDS 9823	(1)	0	0	0
TOTAL OTHER FINANCING SOURCES	(2,470)	0	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	38,112	40,603	(143,918)	(143,918)
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	2,736,262	1,598,340	(1,016,532)	(1,016,532)

OPERATING TRANSFERS				
PROCEEDS OF LT DEBT 9843	0	0	0	0
INSURANCE PROCEEDS 9851	0	241,757	0	0
TOTAL OTHER FINANCING SOURCES	0	241,757	0	0
TOTAL OPERATING TRANSFERS	0	241,757	0	0

CHANGE IN NET ASSETS	2,736,262	1,840,097	(1,016,532)	(1,016,532)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

RETIREMENT OF LONG TERM DEBT				
OTHER LOAN PAYMENTS-PRINC 3312	609,663	835,544	899,572	899,572

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3280 NETWORK SERVICES ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7230 NETWORK SERVICES-ISF

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
RETIREMENT OF LONG TERM DEBT				
DEBT CONTRA 3992	(609,663)	(835,544)	0	0
TOTAL OTHER CHARGES	0	0	899,572	899,572
TOTAL RETIREMENT OF LONG TERM DEBT	0	0	899,572	899,572

FIXED ASSETS				
COMPUTER EQUIPMENT 4862	22,787	10,493	235,000	235,000
COMPUTER SOFTWARE 4863	15,120	0	0	0
COMMUNICATION EQUIPMENT 4870	1,701,431	2,108,440	1,727,800	1,727,800
EQUIPMENT CONTRA ACCT. 4993	(1,738,069)	(2,223,270)	0	0
TOTAL FIXED ASSETS	1,269	(104,337)	1,962,800	1,962,800
TOTAL FIXED ASSETS	1,269	(104,337)	1,962,800	1,962,800



**COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
FOR FISCAL YEAR 2012-2013**

FUND 3290 INFORMATION TECHNOLOGY SV
SERVICE ACTIVITY: UNCLASSIFIED

INFORMATION TECHNOLOGY SERVICES DEPT - 7240

BUDGET OVERVIEW:

	FINAL BUDGET FY 2011-12	ACTUAL PRIOR YEAR FY 2011-12	REQUESTED BUDGET FY 2012-13	RECOMMENDED BUDGET FY 2012-13	ADOPTED BUDGET FY 2012-13
TOTAL APPROPRIATIONS	27,719,080	23,158,688	27,454,821	27,454,821	27,454,821
TOTAL REVENUES	<u>24,735,523</u>	<u>24,311,549</u>	<u>22,505,350</u>	<u>22,505,350</u>	<u>22,505,350</u>
NET COUNTY COST	2,983,557	(1,152,861)	4,949,471	4,949,471	4,949,471
 AUTH POSITIONS				162	156
FTE POSITIONS				158	152

BUDGET UNIT DESCRIPTION:

The Information Technology Services Department (ITSD) Information Systems Internal Service Fund (ISF) is comprised of four divisions: Administrative and Fiscal Services, Application Services, Technical Services and Geographic Information Services (GIS). The Mission of IT Services is to provide reliable, responsive, cost-effective and relevant technology services and counsel to County departments, agencies, and leaders.

The primary functions of Information Systems ISF are to plan, analyze, develop, operate and maintain computer-assisted systems to support the information processing requirements for the County. Information Systems ISF can provide requesting agencies with short-term and long-term planning assistance and with general business systems, acquisition and development guidelines. The GIS Division provides County agencies with up-to-date digital maps of parcels, street centerlines and hundreds of other data layers, along with the mapping tools needed to display and analyze this data. GIS also partners with external agencies to provide some of these services to the public.

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3290 INFORMATION TECHNOLOGY SVCS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7240 INFORMATION TECHNOLOGY SERVICES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
STATE AID - SB 90 9246	177	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	177	0	0	0
OTHER INTERFUND CHARGES 9412	1,363,248	1,499,575	1,807,047	1,807,047
EDP CHARGES - ISF 9703	21,592,136	21,263,076	19,375,458	19,375,458
TOTAL CHARGES FOR SERVICES	22,955,384	22,762,651	21,182,505	21,182,505
OTHER REVENUE - MISC 9772	960,330	814,239	699,845	699,845
TOTAL MISCELLANEOUS REVENUES	960,330	814,239	699,845	699,845
TOTAL OPERATING INCOME	23,915,892	23,576,890	21,882,350	21,882,350

OPERATING EXPENSE				
REGULAR SALARIES 1101	11,218,935	11,409,416	12,361,550	12,361,550
EXTRA HELP 1102	101,990	31,245	0	0
OVERTIME 1105	141,314	139,341	145,000	145,000
SUPPLEMENTAL PAYMENTS 1106	409,180	413,688	498,069	498,069
TERMINATIONS/BUYDOWNS 1107	372,972	393,477	353,707	353,707
RETIREMENT CONTRIBUTION 1121	1,720,017	2,072,387	2,562,817	2,562,817
OASDI CONTRIBUTION 1122	700,397	701,560	765,640	765,640
FICA-MEDICARE 1123	175,053	174,561	185,965	185,965
SAFE HARBOR 1124	6,824	4,686	8,520	8,520
RETIREE HLTH PYMT 1099 1128	29,670	19,280	21,172	21,172
GROUP INSURANCE 1141	947,771	945,488	1,008,768	1,008,768
LIFE INS/DEPT HEADS & MGT 1142	3,067	1,520	3,456	3,456
STATE UNEMPLOYMENT INS 1143	38,028	23,160	26,071	26,071
MANAGEMENT DISABILITY INS 1144	27,167	9,194	30,256	30,256
WORKERS' COMPENSATION INS 1165	99,832	87,764	98,659	98,659
401K PLAN 1171	177,583	185,414	212,856	212,856
CAPITALIZED LABOR DECREASE 1994	(119,087)	(28,932)	0	0
TOTAL SALARIES AND EMPLOYEE BENEFIT	16,050,710	16,583,252	18,282,506	18,282,506
SAFETY CLOTH & SUPPLIES 2023	0	0	1,000	1,000
TELEPHONE CHGS - NON ISF 2032	0	29	20,600	20,600
VOICE/DATA - ISF 2033	219,926	143,945	282,310	282,310
RADIO COMMUNICATIONS - ISF 2034	12,089	696	5,000	5,000
GENERAL INSUR ALLOCATION - ISF 2071	82,924	78,625	87,325	87,325
MAINTENANCE CONTRACTS 2108	447,956	418,825	468,155	468,155
BUILDING MAINTENANCE 2121	56	0	0	0
FACIL/MATLS SQ FT ALLOC-ISF 2125	607,009	556,502	624,563	624,563

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3290 INFORMATION TECHNOLOGY SVCS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7240 INFORMATION TECHNOLOGY SERVICES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
OTHER MAINTENANCE - ISF 2128	5,521	6,251	8,200	8,200
MEMBERSHIPS & DUES 2141	100	89	600	600
EDUCATION ALLOWANCE 2154	5,800	2,491	7,500	7,500
INDIRECT COST RECOVERY 2158	594,179	445,955	181,918	181,918
MISC. PAYMENTS 2159	229	961	1,500	1,500
PRINTING/BINDING-NOT ISF 2171	29,692	44,319	0	0
BOOKS & PUBLICATIONS 2172	14,294	(21,472)	6,100	6,100
OFFICE SUPPLIES 2173	16,515	12,397	15,400	15,400
MAIL CENTER - ISF 2174	5,920	7,574	7,900	7,900
PURCHASING CHARGES - ISF 2176	34,610	28,940	38,650	38,650
GRAPHICS CHARGES - ISF 2177	77	160	500	500
COPY MACHINE CHGS - ISF 2178	4,355	5,165	16,650	16,650
MISC. OFFICE EXPENSE 2179	14,904	7,812	1,000	1,000
STORES - ISF 2181	970	4,288	3,000	3,000
INFORMATION TECHNOLOGY- ISF 2192	0	970	0	0
COMPUTER SERVICES NON ISF 2195	4,061,330	3,422,755	3,171,636	3,171,636
OTHER PROF & SPEC SERVICE 2199	240,707	420,542	672,600	672,600
ATTORNEY SERVICES 2202	11,280	7,261	14,800	14,800
SPECIAL SERVICES - ISF 2205	5,870	8,391	8,220	8,220
EMPLOYEE HEALTH SERVICES 2211	13,051	4,155	6,200	6,200
RENT/LEASES EQUIP-NOT ISF 2271	1,344	686	900	900
BUILD LEASES & RENTALS 2281	93,730	78,800	0	0
STORAGE CHARGES 2283	2,985	1,394	2,200	2,200
SMALL TOOLS & INSTRUMENTS 2291	39	0	0	0
MINOR EQUIPMENT-OTHER 2292	25,439	11,464	25,000	25,000
COMPUTER EQUIP <5000 2293	30,497	57,712	65,233	65,233
FURNITURE/FIXTURES <5000 2294	93,496	18,545	49,700	49,700
TRANS. CHARGES - ISF 2521	2,056	0	3,000	3,000
PRIVATE VEHICLE MILEAGE 2522	8,399	6,852	9,800	9,800
CONF. & SEMINARS EXPENSE 2523	54,731	62,243	78,400	78,400
CONFER & SEMINAR EXPENSE ISF 2526	4,293	6,904	1,200	1,200
MOTORPOOL-ISF 2528	0	4,348	0	0
MISC. TRANS. & TRAVEL 2529	18	47	8,500	8,500
UTILITIES - OTHER 2541	473	473	0	0
CAPITALIZED SVCS & SUPP INCREASE 2993	(9,228)	0	0	0
CAPITALIZED SVCS & SUPP DECREASE 2994	(17,565)	0	0	0
TOTAL SERVICES AND SUPPLIES	6,720,069	5,857,092	5,895,260	5,895,260

**COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13**

FUND 3290 INFORMATION TECHNOLOGY SVCS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7240 INFORMATION TECHNOLOGY SERVICES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
DEPRECIATION EXPENSE 3611	688,063	724,822	635,446	635,446
TOTAL OTHER CHARGES	688,063	724,822	635,446	635,446
TOTAL OPERATING EXPENSE	23,458,843	23,165,165	24,813,212	24,813,212
OPERATING INCOME (LOSS)	457,049	411,724	(2,930,862)	(2,930,862)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST L/T TECP 3412	(903)	(316)	0	0
INT ON LEASE PURCHASE PAY 3453	0	0	(1,503)	(1,503)
TOTAL OTHER CHARGES	(903)	(316)	(1,503)	(1,503)
INTEREST EARNINGS 8911	33,206	32,511	10,000	10,000
TOTAL REV- USE OF MONEY & PROPERTY	33,206	32,511	10,000	10,000
GAIN/LOSS DISP FIXED ASST 9822	(14,483)	(10,852)	0	0
TOTAL OTHER FINANCING SOURCES	(14,483)	(10,852)	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	17,819	21,343	8,497	8,497
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	474,868	433,067	(2,922,365)	(2,922,365)

OPERATING TRANSFERS				
CONTRIB FROM OTHER FUNDS 9831	713,000	713,000	613,000	613,000
TOTAL OTHER FINANCING SOURCES	713,000	713,000	613,000	613,000
TOTAL OPERATING TRANSFERS	713,000	713,000	613,000	613,000

CHANGE IN NET ASSETS	1,187,868	1,146,067	(2,309,365)	(2,309,365)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

RETIREMENT OF LONG TERM DEBT				
OTHER LOAN PAYMENTS-PRINC 3312	99,034	99,405	100,225	100,225
DEBT CONTRA 3992	(99,034)	(99,405)	0	0
TOTAL OTHER CHARGES	0	0	100,225	100,225
TOTAL RETIREMENT OF LONG TERM DEBT	0	0	100,225	100,225

FIXED ASSETS

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2012-13

FUND 3290 INFORMATION TECHNOLOGY SVCS-ISF
SERVICE ACTIVITY: UNCLASSIFIED
UNIT 7240 INFORMATION TECHNOLOGY SERVICES

OPERATING DETAIL	2010-11 ACTUAL	2011-12 ACTUAL ESTIMATED	2012-13 RECOMMENDED	2012-13 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
FURNITURE & FIXTURES 4850	0	0	525,000	525,000
COMPUTER EQUIPMENT 4862	373,659	154,543	262,275	262,275
COMPUTER SOFTWARE 4863	338,003	519,320	1,752,606	1,752,606
COMMUNICATION EQUIPMENT 4870	30,000	0	0	0
EQUIPMENT CONTRA ACCT. 4993	(741,662)	(680,657)	0	0
TOTAL FIXED ASSETS	0	(6,794)	2,539,881	2,539,881
TOTAL FIXED ASSETS	0	(6,794)	2,539,881	2,539,881