

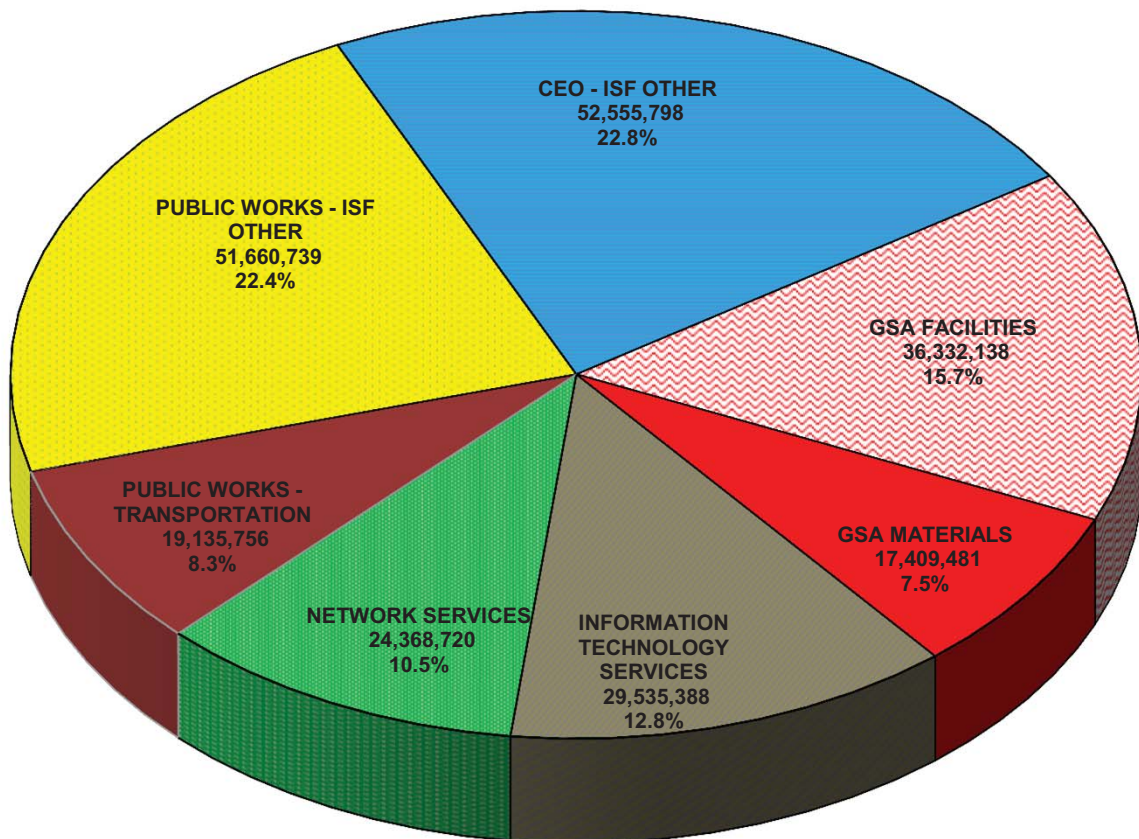


INTERNAL SERVICE FUNDS
County of Ventura – State of California



COUNTY OF VENTURA
SUMMARY OF BUDGET REQUIREMENTS (USES)
INTERNAL SERVICE FUNDS
FISCAL YEAR 2013-14

\$230,998,020



COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3000 PUBLIC WORKS SERVICES - ISF
 SERVICE ACTIVITY: UNCLASSIFIED

PUBLIC WORKS SERVICES-ISF - 6500

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	39,038,616	36,344,400	38,529,100	38,529,100	38,529,100
TOTAL REVENUES	<u>35,612,194</u>	<u>33,693,100</u>	<u>35,813,100</u>	<u>35,813,100</u>	<u>35,813,100</u>
NET COUNTY COST	3,426,422	2,651,300	2,716,000	2,716,000	2,716,000
AUTH POSITIONS			326	327	325
FTE POSITIONS			326	327	325

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.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
FRANCHISES 8761	6,500	0	0	0
TOTAL LICENSES, PERMITS & FRANCHISES	6,500	0	0	0
RENTS AND CONCESSIONS 8931	305,313	295,700	277,700	277,700
TOTAL REV- USE OF MONEY & PROPERTY	305,313	295,700	277,700	277,700
OTHER GOV'T AGENCIES 9372	5,457	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	5,457	0	0	0
INDIRECT COST RECOVERY 9411	0	14,900	15,900	15,900
PLANNING/ENG SERV - FEES 9481	833,975	683,700	983,600	983,600
PLANNING/ENG SERV - CONT 9482	2,623,673	2,797,500	3,149,000	3,149,000
PUBLIC WORKS SERVICES 9483	30,180,766	29,740,200	31,267,000	31,267,000
TOTAL CHARGES FOR SERVICES	33,638,414	33,236,300	35,415,500	35,415,500
OTHER SALES 9761	61,042	25,000	25,000	25,000
OTHER REVENUE - MISC 9772	5,206	41,600	400	400
TOTAL MISCELLANEOUS REVENUES	66,248	66,600	25,400	25,400
TOTAL OPERATING INCOME	34,021,932	33,598,600	35,718,600	35,718,600

OPERATING EXPENSE				
REGULAR SALARIES 1101	19,174,990	18,798,000	20,105,700	20,105,700
EXTRA HELP 1102	336,923	382,800	303,300	303,300
OVERTIME 1105	304,656	231,800	528,500	528,500
SUPPLEMENTAL PAYMENTS 1106	499,004	516,100	553,900	553,900
TERMINATIONS/BUYDOWNS 1107	747,523	1,025,000	679,800	679,800
CALL BACK STAFFING 1108	407,871	383,900	75,000	75,000
RETIREMENT CONTRIBUTION 1121	3,658,792	3,867,900	4,705,800	4,705,800
OASDI CONTRIBUTION 1122	1,227,868	1,194,400	1,323,700	1,323,700
FICA-MEDICARE 1123	303,530	299,300	322,100	322,100
SAFE HARBOR 1124	22,088	26,200	14,900	14,900
RETIREE HLTH PYMT 1099 1128	83,875	75,700	50,600	50,600
GROUP INSURANCE 1141	2,151,734	2,107,600	2,189,200	2,189,200
LIFE INS/DEPT HEADS & MGT 1142	2,188	1,700	2,000	2,000
STATE UNEMPLOYMENT INS 1143	40,319	27,400	26,300	26,300
MANAGEMENT DISABILITY INS 1144	18,705	18,700	20,200	20,200
WORKERS' COMPENSATION INS 1165	455,335	571,700	625,900	625,900
401K PLAN 1171	323,503	331,700	340,600	340,600
TOTAL SALARIES AND EMPLOYEE BENEFIT:	29,758,903	29,859,900	31,867,500	31,867,500

OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL		2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING EXPENSE					
MISC. CLOTH & PERSONAL SU	2021	91	1,700	1,500	1,500
UNIFORM ALLOWANCE	2022	35,193	39,300	40,000	40,000
SAFETY CLOTH & SUPPLIES	2023	38,934	51,000	61,300	61,300
TELEPHONE CHGS - NON ISF	2032	40,147	52,300	70,500	70,500
VOICE/DATA - ISF	2033	216,590	244,900	254,700	254,700
RADIO COMMUNICATIONS - ISF	2034	45,000	50,200	50,700	50,700
FOOD	2041	0	2,000	2,000	2,000
REFUSE DISPOSAL	2056	3,294	5,000	5,000	5,000
HAZ MAT DISPOSAL - ISF	2058	11,566	25,200	10,000	10,000
HOUSEKPG/GRNDS-ISF CHARGS	2059	72	0	0	0
GENERAL INSUR ALLOCATION - ISF	2071	69,476	78,100	75,700	75,700
OFFICE EQUIP. MAINTENANCE	2102	9,682	17,700	23,000	23,000
COMM. EQUIP. MAINTENANCE	2103	0	1,000	1,000	1,000
OTHER EQUIP. MAINTENANCE	2105	8,180	10,500	16,400	16,400
HYDROLOGY SUPPLIES	2106	172	1,100	0	0
MAINTENANCE SUPPLIES	2107	99,707	105,800	103,900	103,900
MAINTENANCE CONTRACTS	2108	728	31,700	0	0
TRAFFIC SAFETY SUPPLIES	2109	25,393	24,800	16,500	16,500
BUILDING MAINTENANCE	2121	156	1,200	9,000	9,000
BUILDING EQUIP. MAINTENAN	2122	1,609	2,100	0	0
FACIL/MATLS SQ FT ALLOC-ISF	2125	980,004	1,076,900	1,020,700	1,020,700
OFFICE CONSTRUCTION - ISF	2127	17,881	4,500	47,000	47,000
OTHER MAINTENANCE - ISF	2128	42,788	43,100	0	0
MEDICAL CLAIMS ISF	2136	7,014	7,000	3,500	3,500
MEMBERSHIPS & DUES	2141	28,506	38,300	38,100	38,100
EDUCATION ALLOWANCE	2154	3,373	14,800	37,700	37,700
INDIRECT COST RECOVERY	2158	919,933	553,400	665,400	665,400
PRINTING/BINDING-NOT ISF	2171	73,277	55,000	60,100	60,100
BOOKS & PUBLICATIONS	2172	22,774	26,100	38,500	38,500
OFFICE SUPPLIES	2173	126,278	147,700	243,300	243,300
MAIL CENTER - ISF	2174	34,661	35,100	41,200	41,200
PURCHASING CHARGES - ISF	2176	17,129	19,300	15,500	15,500
GRAPHICS CHARGES - ISF	2177	11,189	13,100	11,100	11,100
COPY MACHINE CHGS - ISF	2178	39,805	38,100	38,800	38,800
MISC. OFFICE EXPENSE	2179	757	4,000	1,500	1,500
SPECIAL OFFICE EXPENSE	2180	8,179	11,300	15,800	15,800
STORES - ISF	2181	15,124	17,700	16,300	16,300

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
INFORMATION TECHNOLOGY- ISF	2192	607,498	598,300	613,700	613,700
ENGR. & TECH. SURVEYS	2194	47,325	150,300	189,500	189,500
COMPUTER SERVICES NON ISF	2195	253,111	312,200	348,600	348,600
OTHER PROF & SPEC SERVICE	2199	188,980	420,500	535,300	535,300
TEMPORARY HELP	2200	32,763	47,300	266,800	266,800
ATTORNEY SERVICES	2202	53,620	31,500	29,300	29,300
SPECIAL SERVICES - ISF	2205	8,753	7,400	1,100	1,100
EMPLOYEE HEALTH SERVICES	2211	0	33,500	41,000	41,000
COUNTY GIS EXPENSE	2214	165,539	189,900	139,600	139,600
PUBLIC AND LEGAL NOTICES	2261	5,273	7,300	13,000	13,000
RENT/LEASES EQUIP-NOT ISF	2271	33,518	35,000	20,000	20,000
HEAVY EQUIPMENT - ISF	2274	15,421	28,100	0	0
SOFTWARE RENTAL-NonISF	2275	52,644	89,800	0	0
BUILD LEASES & RENTALS	2281	24,937	16,700	103,400	103,400
GROUND FACILITY LEASE&RNT	2282	60,269	60,300	60,000	60,000
STORAGE CHARGES	2283	4,411	9,100	8,200	8,200
SMALL TOOLS & INSTRUMENTS	2291	12,618	10,700	13,700	13,700
MINOR EQUIPMENT-OTHER	2292	6,668	60,800	38,500	38,500
COMPUTER EQUIP <5000	2293	237,020	163,100	132,100	132,100
FURNITURE/FIXTURES <5000	2294	8,177	44,900	52,100	52,100
INSTALLS-ELEC EQUIP ISF	2295	2,553	2,200	2,000	2,000
SPECIAL DEPT. EXP. - 01	2301	8,419	6,200	0	0
SPECIAL DEPT. EXP. - 07	2307	9,928	57,300	58,000	58,000
SPECIAL DEPT. EXP. - 08	2308	2,702	2,000	20,000	20,000
SPECIAL DEPT. EXP. - 10	2310	3,290	6,400	4,000	4,000
TRANS. CHARGES - ISF	2521	210,681	232,800	238,100	238,100
PRIVATE VEHICLE MILEAGE	2522	13,034	15,400	17,300	17,300
CONF. & SEMINARS EXPENSE	2523	96,599	136,900	204,200	204,200
GAS/DIESEL FUEL	2525	86,295	97,300	86,800	86,800
CONFER & SEMINAR EXPENSE ISF	2526	21,587	19,900	24,700	24,700
MOTORPOOL-ISF	2528	9,701	18,400	10,700	10,700
MISC. TRANS. & TRAVEL	2529	162	0	0	0
UTILITIES - OTHER	2541	26,568	24,900	20,700	20,700
PW CHGS SELLER	2998	(754,649)	(529,300)	0	0
PW CHGS BUYER	2999	754,649	529,300	0	0
TOTAL SERVICES AND SUPPLIES		5,264,729	5,787,400	6,328,100	6,328,100

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
DEPRECIATION EXPENSE 3611	62,928	64,800	68,500	68,500
TOTAL OTHER CHARGES	62,928	64,800	68,500	68,500
TOTAL OPERATING EXPENSE	35,086,559	35,712,100	38,264,100	38,264,100
OPERATING INCOME (LOSS)	(1,064,627)	(2,113,500)	(2,545,500)	(2,545,500)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	61,726	94,500	94,500	94,500
TOTAL REV- USE OF MONEY & PROPERTY	61,726	94,500	94,500	94,500
TOTAL NON-OPERATING REVENUE(EXPENSE)	61,726	94,500	94,500	94,500
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(1,002,901)	(2,019,000)	(2,451,000)	(2,451,000)

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(1,521,338)	(1,694,400)	(1,932,300)	(1,932,300)
INTRAFUND COST ALLOC DECR 5122	1,521,338	1,714,100	1,932,300	1,932,300
TOTAL OTHER FINANCING USES	0	19,700	0	0
TOTAL OPERATING TRANSFERS	0	19,700	0	0

CHANGE IN NET ASSETS	(1,002,901)	(1,999,300)	(2,451,000)	(2,451,000)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
COMPUTER EQUIPMENT 4862	0	52,400	50,000	50,000
COMPUTER SOFTWARE 4863	10,075	599,600	215,000	215,000
OTHER EQUIPMENT 4889	15,570	0	0	0
EQUIPMENT CONTRA ACCT. 4993	(25,646)	0	0	0
TOTAL FIXED ASSETS	0	652,000	265,000	265,000
TOTAL FIXED ASSETS	0	652,000	265,000	265,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3010 WATERWORKS OPERATION - ISF
 SERVICE ACTIVITY: UNCLASSIFIED

WATER & SANITATION OP-ISF - 6550

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	6,998,166	6,550,800	7,175,700	7,175,700	7,175,700
TOTAL REVENUES	<u>6,817,300</u>	<u>6,236,200</u>	<u>7,134,300</u>	<u>7,134,300</u>	<u>7,134,300</u>
NET COUNTY COST	180,866	314,600	41,400	41,400	41,400
AUTH POSITIONS			56	56	57
FTE POSITIONS			56	56	57

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 2013-14

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

OPERATING DETAIL		2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING INCOME					
PLANNING/ENG SERV - FEES	9481	43,137	43,800	44,200	44,200
PUBLIC WORKS SERVICES	9483	6,106,617	5,810,900	6,773,900	6,773,900
TOTAL CHARGES FOR SERVICES		6,149,754	5,854,700	6,818,100	6,818,100
OTHER SALES	9761	8,525	2,000	2,000	2,000
OTHER REVENUE - MISC	9772	12,198	1,800	500	500
TOTAL MISCELLANEOUS REVENUES		20,723	3,800	2,500	2,500
TOTAL OPERATING INCOME		6,170,477	5,858,500	6,820,600	6,820,600

OPERATING EXPENSE

REGULAR SALARIES	1101	3,033,965	2,859,400	3,356,000	3,356,000
EXTRA HELP	1102	54,085	145,300	66,200	66,200
OVERTIME	1105	160,980	219,300	194,300	194,300
SUPPLEMENTAL PAYMENTS	1106	133,392	152,800	70,600	70,600
TERMINATIONS/BUYDOWNS	1107	93,076	118,700	168,200	168,200
CALL BACK STAFFING	1108	0	400	0	0
RETIREMENT CONTRIBUTION	1121	583,550	577,100	799,400	799,400
OASDI CONTRIBUTION	1122	200,490	182,500	229,000	229,000
FICA-MEDICARE	1123	49,858	47,400	55,900	55,900
SAFE HARBOR	1124	7,406	15,600	8,500	8,500
RETIREE HLTH PYMT 1099	1128	11,801	8,300	10,100	10,100
GROUP INSURANCE	1141	366,131	341,200	409,700	409,700
LIFE INS/DEPT HEADS & MGT	1142	306	300	300	300
STATE UNEMPLOYMENT INS	1143	6,664	4,800	4,400	4,400
MANAGEMENT DISABILITY INS	1144	2,211	2,100	2,600	2,600
WORKERS' COMPENSATION INS	1165	83,613	104,700	125,000	125,000
401K PLAN	1171	44,368	38,200	40,200	40,200
TOTAL SALARIES AND EMPLOYEE BENEFIT:		4,831,897	4,818,100	5,540,400	5,540,400
UNIFORM ALLOWANCE	2022	8,822	10,000	10,000	10,000
SAFETY CLOTH & SUPPLIES	2023	13,071	11,000	11,500	11,500
TELEPHONE CHGS - NON ISF	2032	14,194	17,600	17,600	17,600
VOICE/DATA - ISF	2033	38,676	49,200	47,800	47,800
RADIO COMMUNICATIONS - ISF	2034	10,055	10,500	10,700	10,700
FOOD	2041	88	500	500	500
REFUSE DISPOSAL	2056	3,509	4,000	6,000	6,000

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
HAZ MAT DISPOSAL - ISF	2058	74	4,400	4,500	4,500
AUTOMOTIVE EQUIP. MAINTEN	2101	0	500	500	500
OFFICE EQUIP. MAINTENANCE	2102	2,376	2,000	5,000	5,000
OTHER EQUIP. MAINTENANCE	2105	9,083	8,000	9,000	9,000
MAINTENANCE SUPPLIES	2107	12,665	12,300	5,000	5,000
MAINTENANCE CONTRACTS	2108	2,441	10,400	3,000	3,000
TRAFFIC SAFETY SUPPLIES	2109	1,206	1,000	1,000	1,000
BUILDING MAINTENANCE	2121	25,615	26,000	37,000	37,000
IMPROVEMENTS-MAINTENANCE	2123	0	2,000	2,000	2,000
GROUNDS-MAINTENANCE	2124	9,000	10,500	15,500	15,500
FACIL/MATLS SQ FT ALLOC-ISF	2125	25,266	25,400	38,000	38,000
OTHER MAINTENANCE - ISF	2128	11,259	22,900	5,000	5,000
MEDICAL SUPPLIES & EXPENS	2132	0	500	500	500
LAB SUPPLIES & EXPENSE	2134	0	0	2,000	2,000
MEDICAL CLAIMS ISF	2136	429	700	400	400
MEMBERSHIPS & DUES	2141	10,380	10,000	10,000	10,000
EDUCATION ALLOWANCE	2154	1,121	4,000	4,000	4,000
INDIRECT COST RECOVERY	2158	124,452	98,600	93,700	93,700
MISC. PAYMENTS	2159	863	2,700	1,000	1,000
PRINTING/BINDING-NOT ISF	2171	5,830	5,000	5,000	5,000
BOOKS & PUBLICATIONS	2172	1,152	1,000	1,000	1,000
OFFICE SUPPLIES	2173	16,543	20,000	20,000	20,000
MAIL CENTER - ISF	2174	5,391	8,500	9,800	9,800
PURCHASING CHARGES - ISF	2176	2,163	3,100	2,600	2,600
GRAPHICS CHARGES - ISF	2177	824	2,500	7,000	7,000
COPY MACHINE CHGS - ISF	2178	3,754	5,000	3,800	3,800
MISC. OFFICE EXPENSE	2179	0	500	500	500
SPECIAL OFFICE EXPENSE	2180	1,812	500	1,000	1,000
STORES - ISF	2181	66	500	2,000	2,000
INFORMATION TECHNOLOGY- ISF	2192	127,895	98,900	94,000	94,000
MANAGEMENT & ADMIN SURVEY	2193	268,400	292,500	327,100	327,100
ENGR. & TECH. SURVEYS	2194	0	3,000	9,000	9,000
COMPUTER SERVICES NON ISF	2195	3,562	3,700	3,700	3,700
OTHER PROF & SPEC SERVICE	2199	26,203	31,300	23,000	23,000
TEMPORARY HELP	2200	12,406	10,000	12,000	12,000
ATTORNEY SERVICES	2202	0	1,000	2,000	2,000
SPECIAL SERVICES - ISF	2205	155	200	500	500

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
EMPLOYEE HEALTH SERVICES 2211	0	2,500	5,000	5,000
COUNTY GIS EXPENSE 2214	2,719	3,100	2,700	2,700
PUBLIC AND LEGAL NOTICES 2261	0	2,000	2,000	2,000
RENT/LEASES EQUIP-NOT ISF 2271	1,917	2,000	2,000	2,000
SMALL TOOLS & INSTRUMENTS 2291	0	0	2,000	2,000
MINOR EQUIPMENT-OTHER 2292	2,509	2,200	2,000	2,000
COMPUTER EQUIP <5000 2293	11,501	10,000	8,500	8,500
FURNITURE/FIXTURES <5000 2294	0	1,000	2,000	2,000
INSTALLS-ELEC EQUIP ISF 2295	18,928	2,700	15,000	15,000
SPECIAL DEPT. EXP. - 01 2301	4,683	5,000	5,000	5,000
SPECIAL DEPT. EXP. - 10 2310	754	2,000	2,000	2,000
MATERIALS & SUPPLIES 2494	0	500	500	500
TRANS. CHARGES - ISF 2521	304,722	336,500	308,200	308,200
PRIVATE VEHICLE MILEAGE 2522	23	500	500	500
CONF. & SEMINARS EXPENSE 2523	4,390	5,000	10,000	10,000
GAS/DIESEL FUEL 2525	128,541	130,400	130,500	130,500
CONFER & SEMINAR EXPENSE ISF 2526	227	1,500	1,500	1,500
UTILITIES - OTHER 2541	22,800	25,700	30,000	30,000
TOTAL SERVICES AND SUPPLIES	1,304,515	1,364,500	1,394,600	1,394,600
DEPRECIATION EXPENSE 3611	9,678	9,700	40,700	40,700
TOTAL OTHER CHARGES	9,678	9,700	40,700	40,700
TOTAL OPERATING EXPENSE	6,146,090	6,192,300	6,975,700	6,975,700
OPERATING INCOME (LOSS)	24,386	(333,800)	(155,100)	(155,100)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	7,178	4,700	3,700	3,700
TOTAL REV- USE OF MONEY & PROPERTY	7,178	4,700	3,700	3,700
TOTAL NON-OPERATING REVENUE(EXPENSE)	7,178	4,700	3,700	3,700
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	31,565	(329,100)	(151,400)	(151,400)

OPERATING TRANSFERS

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING TRANSFERS				
CONTRIB FROM OTHER FUNDS	9831	0	373,000	310,000
TOTAL OTHER FINANCING SOURCES		0	373,000	310,000
TOTAL OPERATING TRANSFERS		0	373,000	310,000
CHANGE IN NET ASSETS				
		31,565	43,900	158,600
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				
FIXED ASSETS				
ALTERATION & IMPROVEMENT 1099	4033	0	0	100,000
COMPUTER SOFTWARE	4863	235,522	358,500	100,000
TOTAL FIXED ASSETS		235,522	358,500	200,000
TOTAL FIXED ASSETS		235,522	358,500	200,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3050 HEAVY EQUIPMENT ISF
 SERVICE ACTIVITY: UNCLASSIFIED

GSA-HEAVY EQUIPMENT - 6990

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	6,175,135	5,660,868	5,876,539	5,876,539	5,876,539
TOTAL REVENUES	<u>4,895,519</u>	<u>4,427,224</u>	<u>4,563,904</u>	<u>4,563,904</u>	<u>4,563,904</u>
NET COUNTY COST	1,279,616	1,233,644	1,312,635	1,312,635	1,312,635
AUTH POSITIONS				13	13
FTE POSITIONS				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 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, State of California and special districts for vehicles and/or equipment weighing one ton or more.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING INCOME					
DIRECT CHARGE REVENUE	9413	268,689	363,309	270,000	270,000
TRANSPORTATION DIVISION	9709	4,058,698	3,574,275	4,226,054	4,226,054
CONTRACT REVENUE	9714	33,302	9,952	33,000	33,000
TOTAL CHARGES FOR SERVICES		4,360,689	3,947,536	4,529,054	4,529,054
OTHER SALES	9761	2,832	0	350	350
OTHER REVENUE - MISC	9772	289	0	0	0
TOTAL MISCELLANEOUS REVENUES		3,121	0	350	350
TOTAL OPERATING INCOME		4,363,810	3,947,536	4,529,404	4,529,404

OPERATING EXPENSE

REGULAR SALARIES	1101	523,624	519,738	572,543	572,543
OVERTIME	1105	2	111	1,000	1,000
SUPPLEMENTAL PAYMENTS	1106	15,465	15,617	18,918	18,918
TERMINATIONS/BUYDOWNS	1107	3,059	20,000	4,500	4,500
CALL BACK STAFFING	1108	0	0	3,100	3,100
RETIREMENT CONTRIBUTION	1121	95,330	105,247	131,478	131,478
OASDI CONTRIBUTION	1122	31,598	32,472	37,193	37,193
FICA-MEDICARE	1123	7,390	7,592	8,695	8,695
GROUP INSURANCE	1141	76,004	73,386	76,368	76,368
STATE UNEMPLOYMENT INS	1143	1,012	779	727	727
MANAGEMENT DISABILITY INS	1144	247	194	192	192
WORKERS' COMPENSATION INS	1165	15,836	21,845	30,526	30,526
401K PLAN	1171	6,646	8,336	7,610	7,610
CAPITALIZED LABOR DECREASE	1994	(4,385)	(1,323)	(2,500)	(2,500)
TOTAL SALARIES AND EMPLOYEE BENEFIT		771,828	803,994	890,350	890,350
MISC. CLOTH & PERSONAL SU	2021	2,791	2,784	3,500	3,500
SAFETY CLOTH & SUPPLIES	2023	1,217	1,217	1,840	1,840
VOICE/DATA - ISF	2033	1,150	1,776	1,314	1,314
RADIO COMMUNICATIONS - ISF	2034	9,241	10,380	10,377	10,377
HAZ MAT DISPOSAL - ISF	2058	9,301	9,449	13,000	13,000
GENERAL INSUR ALLOCATION - ISF	2071	36,311	37,736	57,196	57,196
AUTOMOTIVE EQUIP. MAINTEN	2101	1,077	2,919	3,000	3,000
FACIL/MATLS SQ FT ALLOC-ISF	2125	69,652	72,912	75,115	75,115
OTHER MAINTENANCE - ISF	2128	0	2,473	10,500	10,500

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
BUILDING EQUIPMENT SUPPLIES	2129	0	0	0
MEDICAL CLAIMS ISF	2136	582	733	750
MEMBERSHIPS & DUES	2141	252	252	300
EDUCATION ALLOWANCE	2154	0	2,500	1,000
INDIRECT COST RECOVERY	2158	22,154	24,694	27,707
MISC. PAYMENTS	2159	258	300	0
BOOKS & PUBLICATIONS	2172	1,019	2,346	1,000
PURCHASING CHARGES - ISF	2176	9,336	8,285	9,621
GRAPHICS CHARGES - ISF	2177	8,050	0	5,000
INFORMATION TECHNOLOGY- ISF	2192	418	374	800
EMPLOYEE HEALTH SERVICES	2211	2,188	2,188	2,200
SMALL TOOLS & INSTRUMENTS	2291	5,438	8,252	10,000
MINOR EQUIPMENT-OTHER	2292	5,631	0	0
COMPUTER EQUIP <5000	2293	0	5,000	5,000
INSTALLS-ELEC EQUIP ISF	2295	0	0	8,039
SPECIAL DEPT. EXP. - 01	2301	777,410	687,615	816,611
SPECIAL DEPT. EXP. - 02	2302	119,748	115,536	116,155
SPECIAL DEPT. EXP. - 04	2304	19,713	10,497	13,000
SPECIAL DEPT. EXP. - 05	2305	14,577	4,485	13,000
SPECIAL DEPT. EXP. - 06	2306	113	0	0
SPECIAL DEPT. EXP. - 08	2308	417,063	400,329	345,731
SPECIAL DEPT. EXP. - 10	2310	134,913	140,072	108,616
TRANS. CHARGES - ISF	2521	207,913	99,593	160,785
CONF. & SEMINARS EXPENSE	2523	1,648	1,648	1,500
CONFER & SEMINAR EXPENSE ISF	2526	1,035	411	500
MISC. TRANS. & TRAVEL	2529	63	0	0
CAPITALIZED SVCS & SUPP DECREASE	2994	(1,620)	(657)	(1,600)
TOTAL SERVICES AND SUPPLIES		1,878,644	1,656,099	1,821,557
DEPRECIATION EXPENSE	3611	1,013,733	1,158,890	1,132,309
INTERFUND EXP - ADMIN	3902	773,979	628,563	591,323
TOTAL OTHER CHARGES		1,787,712	1,787,453	1,723,632
TOTAL OPERATING EXPENSE		4,438,184	4,247,546	4,435,539
OPERATING INCOME (LOSS)		(74,374)	(300,010)	93,865

NON-OPERATING REVENUE(EXPENSE)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	14,620	14,212	14,500	14,500
TOTAL REV- USE OF MONEY & PROPERTY	14,620	14,212	14,500	14,500
CY CASH PROCEEDS FA SALE 9821	284,676	68,721	0	0
GAIN/LOSS DISP FIXED ASST 9822	(12,030)	11,315	0	0
FA SYSTEM SALE PROCEEDS 9823	(273,595)	(68,720)	0	0
TOTAL OTHER FINANCING SOURCES	(949)	11,316	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	13,671	25,528	14,500	14,500
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(60,704)	(274,482)	108,365	108,365

OPERATING TRANSFERS				
INSURANCE PROCEEDS 9851	20,750	97,278	20,000	20,000
TOTAL OTHER FINANCING SOURCES	20,750	97,278	20,000	20,000
RESIDUAL EQUITY TRANS IN 9911	1,042,711	356,882	0	0
TOTAL RESIDUAL EQUITY TRANSFERS	1,042,711	356,882	0	0
TOTAL OPERATING TRANSFERS	1,063,461	454,160	20,000	20,000

CHANGE IN NET ASSETS	1,002,758	179,678	128,365	128,365
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
AUTOMOTIVE EQUIPMENT 4810	0	74,507	0	0
REPLACE EQUIP.-AUTOMOTIVE 4819	4,031	0	0	0
REPLACE CONSTR. EQUIPMENT 4829	2,480,884	1,238,815	1,341,000	1,341,000
SHOP & MAINT. EQUIPMENT 4830	0	100,000	100,000	100,000
EQUIPMENT CONTRA ACCT. 4993	(2,484,914)	0	0	0
TOTAL FIXED ASSETS	0	1,413,322	1,441,000	1,441,000
TOTAL FIXED ASSETS	0	1,413,322	1,441,000	1,441,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3060 TRANSPORTATIONS-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

GSA-TRANSPORTATION - 7020

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	20,448,431	18,373,384	19,135,756	19,135,756	19,135,756
TOTAL REVENUES	<u>14,625,322</u>	<u>13,446,395</u>	<u>13,809,373</u>	<u>13,809,373</u>	<u>13,809,373</u>
NET COUNTY COST	5,823,109	4,926,989	5,326,383	5,326,383	5,326,383
AUTH POSITIONS			34	34	34
FTE POSITIONS			33	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 full life cycle (purchase, upfit, disposal 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, State of California and special districts.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
STATE AID-OTHER 9247	77,666	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	77,666	0	0	0
OTHER INTERFUND CHARGES 9412	607,831	440,857	389,808	389,808
DIRECT CHARGE REVENUE 9413	270,926	179,598	270,000	270,000
TRANSPORTATION DIVISION 9709	3,037,723	2,733,480	2,674,933	2,674,933
SPECIAL SERVICES - ISF 9712	154,204	186,675	234,652	234,652
CONTRACT REVENUE 9714	54,012	71,410	54,000	54,000
CHGS FOR SVCS-OTHER 9718	238,751	88,005	250,019	250,019
DEPRECIATION RECOVERY-ISF 9720	2,863,843	3,172,181	3,461,034	3,461,034
OTHER COST RECOVERY-ISF 9721	894,561	996,882	900,509	900,509
TOTAL CHARGES FOR SERVICES	8,121,851	7,869,088	8,234,955	8,234,955
OTHER SALES 9761	152,259	141,684	150,000	150,000
SALE-DIESEL AND WASTE OIL 9762	4,429,343	4,219,554	4,480,472	4,480,472
OTHER DEPT SALES 9763	0	0	0	0
OTHER REVENUE - MISC 9772	688,491	705,554	677,500	677,500
TOTAL MISCELLANEOUS REVENUES	5,270,093	5,066,792	5,307,972	5,307,972
TOTAL OPERATING INCOME	13,469,610	12,935,880	13,542,927	13,542,927

OPERATING EXPENSE				
REGULAR SALARIES 1101	1,714,015	1,672,579	1,795,388	1,795,388
EXTRA HELP 1102	41,666	7,294	0	0
OVERTIME 1105	2,046	1,000	1,000	1,000
SUPPLEMENTAL PAYMENTS 1106	26,300	27,450	26,262	26,262
TERMINATIONS/BUYDOWNS 1107	50,450	73,599	46,783	46,783
RETIREMENT CONTRIBUTION 1121	331,491	349,647	408,908	408,908
OASDI CONTRIBUTION 1122	103,907	104,622	113,830	113,830
FICA-MEDICARE 1123	25,339	24,889	26,900	26,900
SAFE HARBOR 1124	3,603	648	0	0
GROUP INSURANCE 1141	238,101	220,421	234,432	234,432
LIFE INS/DEPT HEADS & MGT 1142	89	92	96	96
STATE UNEMPLOYMENT INS 1143	3,437	2,481	2,249	2,249
MANAGEMENT DISABILITY INS 1144	669	759	768	768
WORKERS' COMPENSATION INS 1165	48,982	63,612	85,456	85,456
401K PLAN 1171	27,481	32,072	28,268	28,268

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
CAPITALIZED LABOR DECREASE	1994	(197,966)	(131,730)	(372,000)	(372,000)
TOTAL SALARIES AND EMPLOYEE BENEFIT:		2,419,610	2,449,435	2,398,340	2,398,340
MISC. CLOTH & PERSONAL SU	2021	16,734	16,268	23,000	23,000
SAFETY CLOTH & SUPPLIES	2023	4,272	4,773	4,000	4,000
TELEPHONE CHGS - NON ISF	2032	825	717	5,500	5,500
VOICE/DATA - ISF	2033	37,505	37,240	40,199	40,199
RADIO COMMUNICATIONS - ISF	2034	5,274	4,979	5,202	5,202
HAZ MAT DISPOSAL - ISF	2058	7,894	8,705	10,000	10,000
HOUSEKPG/GRNDS-ISF CHARGS	2059	0	0	300	300
GENERAL INSUR ALLOCATION - ISF	2071	49,333	37,795	38,520	38,520
AUTOMOTIVE EQUIP. MAINTEN	2101	23,111	34,487	35,000	35,000
BUILDING MAINTENANCE	2121	0	0	5,000	5,000
FACIL/MATLS SQ FT ALLOC-ISF	2125	283,164	288,348	294,888	294,888
LUFT PROJECTS	2126	145,607	2,875	0	0
OTHER MAINTENANCE - ISF	2128	218	3,877	5,000	5,000
MEMBERSHIPS & DUES	2141	1,216	1,267	1,500	1,500
EDUCATIONAL MATERIALS	2152	0	2,000	2,000	2,000
EDUCATION ALLOWANCE	2154	0	2,000	2,000	2,000
INDIRECT COST RECOVERY	2158	300,124	274,840	270,018	270,018
MISC. PAYMENTS	2159	2,896	1,808	600	600
BOOKS & PUBLICATIONS	2172	8,702	10,281	12,000	12,000
OFFICE SUPPLIES	2173	5,734	5,244	6,250	6,250
MAIL CENTER - ISF	2174	4,393	4,674	4,593	4,593
PURCHASING CHARGES - ISF	2176	58,532	69,927	67,133	67,133
GRAPHICS CHARGES - ISF	2177	2,439	185	2,500	2,500
COPY MACHINE CHGS - ISF	2178	2,662	1,532	3,050	3,050
MISC. OFFICE EXPENSE	2179	17	0	500	500
STORES - ISF	2181	117	77	500	500
INFORMATION TECHNOLOGY- ISF	2192	1,407	1,406	1,500	1,500
COMPUTER SERVICES NON ISF	2195	33,781	39,368	39,944	39,944
OTHER PROF & SPEC SERVICE	2199	221,897	267,745	240,687	240,687
ATTORNEY SERVICES	2202	3,608	4,685	2,500	2,500
SPECIAL SERVICES - ISF	2205	5,143	5,940	4,950	4,950
EMPLOYEE HEALTH SERVICES	2211	5,393	5,393	5,500	5,500
HEAVY EQUIPMENT - ISF	2274	127,067	170,742	200,000	200,000
STORAGE CHARGES	2283	29	12	21	21
SMALL TOOLS & INSTRUMENTS	2291	23,988	15,236	35,000	35,000

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
MINOR EQUIPMENT-OTHER	2292	0	3,748	30,641	30,641
COMPUTER EQUIP <5000	2293	5,122	16,109	16,109	16,109
FURNITURE/FIXTURES <5000	2294	0	1,428	0	0
SPECIAL DEPT. EXP. - 01	2301	4,154,358	4,146,786	4,206,387	4,206,387
SPECIAL DEPT. EXP. - 02	2302	381,180	343,112	346,191	346,191
SPECIAL DEPT. EXP. - 03	2303	97,807	73,822	89,000	89,000
SPECIAL DEPT. EXP. - 04	2304	26,895	26,677	44,200	44,200
SPECIAL DEPT. EXP. - 05	2305	43,700	47,901	42,000	42,000
SPECIAL DEPT. EXP. - 06	2306	32,781	36,918	33,000	33,000
SPECIAL DEPT. EXP. - 07	2307	52,856	69,132	55,000	55,000
SPECIAL DEPT. EXP. - 08	2308	868,119	701,046	867,737	867,737
SPECIAL DEPT. EXP. - 09	2309	12,481	16,421	19,600	19,600
SPECIAL DEPT. EXP. - 10	2310	133,592	124,206	120,000	120,000
SPECIAL DEPT. EXP. - 13	2313	110,146	156,150	175,000	175,000
SPECIAL DEPT. EXP. - 14	2314	2,515	2,658	2,500	2,500
CONF. & SEMINARS EXPENSE	2523	5,254	3,629	15,000	15,000
GAS/DIESEL FUEL	2525	71,832	69,858	95,546	95,546
CONFER & SEMINAR EXPENSE ISF	2526	5,956	2,411	6,000	6,000
MOTORPOOL-ISF	2528	1,332	1,034	1,141	1,141
MISC. TRANS. & TRAVEL	2529	5,298	1,324	0	0
CAPITALIZED SVCS & SUPP DECREASE	2994	(217,413)	(135,218)	(336,550)	(336,550)
TOTAL SERVICES AND SUPPLIES		7,176,891	7,033,578	7,197,857	7,197,857
DEPRECIATION EXPENSE	3611	3,226,218	3,300,000	3,683,679	3,683,679
INTERFUND EXP - ADMIN	3902	412,919	454,668	485,280	485,280
TOTAL OTHER CHARGES		3,639,137	3,754,668	4,168,959	4,168,959
TOTAL OPERATING EXPENSE		13,235,637	13,237,681	13,765,156	13,765,156
OPERATING INCOME (LOSS)		233,973	(301,801)	(222,229)	(222,229)

NON-OPERATING REVENUE(EXPENSE)

INTEREST L/T TECP	3412	(414)	(3,631)	(3,331)	(3,331)
TOTAL OTHER CHARGES		(414)	(3,631)	(3,331)	(3,331)
INTEREST EARNINGS	8911	43,183	32,877	43,000	43,000
TOTAL REV- USE OF MONEY & PROPERTY		43,183	32,877	43,000	43,000
CY CASH PROCEEDS FA SALE	9821	852,728	119,390	0	0
GAIN/LOSS DISP FIXED ASST	9822	80,385	(14,879)	0	0

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
FA SYSTEM SALE PROCEEDS 9823	(868,860)	(196,835)	0	0
TOTAL OTHER FINANCING SOURCES	64,253	(92,324)	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	107,022	(63,078)	39,669	39,669
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	340,996	(364,879)	(182,560)	(182,560)

OPERATING TRANSFERS				
INSURANCE PROCEEDS 9851	223,689	192,962	223,446	223,446
TOTAL OTHER FINANCING SOURCES	223,689	192,962	223,446	223,446
RESIDUAL EQUITY TRANS IN 9911	186,551	377,000	0	0
TOTAL RESIDUAL EQUITY TRANSFERS	186,551	377,000	0	0
TOTAL OPERATING TRANSFERS	410,240	569,962	223,446	223,446

CHANGE IN NET ASSETS	751,236	205,083	40,886	40,886
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

RETIREMENT OF LONG TERM DEBT				
OTHER LOAN PAYMENTS-PRINC 3312	19,837	18,561	18,719	18,719
DEBT CONTRA 3992	(19,837)	0	0	0
TOTAL OTHER CHARGES	0	18,561	18,719	18,719
TOTAL RETIREMENT OF LONG TERM DEBT	0	18,561	18,719	18,719

FIXED ASSETS				
ALTERATION & IMPROVEMENT 1099 4033	0	209,129	125,000	125,000
AUTOMOTIVE EQUIPMENT 4810	191,351	571,282	200,000	200,000
REPLACE EQUIP.-AUTOMOTIVE 4819	5,673,618	3,881,298	4,165,000	4,165,000
COMPUTER SOFTWARE 4863	0	184,854	150,000	150,000
OTHER EQUIPMENT 4889	0	266,948	708,550	708,550

COUNTY OF VENTURA
 STATE OF CALIFORNIA

OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
EQUIPMENT CONTRA ACCT. 4993	(5,864,969)	0	0	0
TOTAL FIXED ASSETS	<u>0</u>	<u>5,113,511</u>	<u>5,348,550</u>	<u>5,348,550</u>
TOTAL FIXED ASSETS	0	5,113,511	5,348,550	5,348,550

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3100 HAZARDOUS MATERIALS ISF
 SERVICE ACTIVITY: UNCLASSIFIED

HAZARDOUS MATERIALS ISF - 7000

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	423,100	397,093	79,400	79,400	79,400
TOTAL REVENUES	<u>423,100</u>	<u>389,061</u>	<u>200</u>	<u>200</u>	<u>200</u>
NET COUNTY COST	0	8,032	79,200	79,200	79,200

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 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 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
HAZ MAT COLLECTIONS	9620	393,729	388,693	0
TOTAL CHARGES FOR SERVICES		<u>393,729</u>	<u>388,693</u>	<u>0</u>
OTHER REVENUE - MISC	9772	1,158	0	0
TOTAL MISCELLANEOUS REVENUES		<u>1,158</u>	<u>0</u>	<u>0</u>
TOTAL OPERATING INCOME		394,886	388,693	0
OPERATING EXPENSE				
INDIRECT COST RECOVERY	2158	8,679	4,226	2,300
MISC. PAYMENTS	2159	9,078	8,500	4,100
STORES - ISF	2181	197	420	400
OTHER PROF & SPEC SERVICE	2199	0	1,850	0
SPECIAL DEPT. EXP. - 01	2301	237,902	237,902	0
TOTAL SERVICES AND SUPPLIES		<u>255,856</u>	<u>252,898</u>	<u>6,800</u>
TAXES AND ASSESSMENTS	3571	5,477	10,695	11,500
INTERFUND EXP - ADMIN	3902	116,212	133,500	61,100
TOTAL OTHER CHARGES		<u>121,688</u>	<u>144,195</u>	<u>72,600</u>
TOTAL OPERATING EXPENSE		377,544	397,093	79,400
OPERATING INCOME (LOSS)		17,342	(8,400)	(79,400)
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS	8911	445	368	200
TOTAL REV- USE OF MONEY & PROPERTY		<u>445</u>	<u>368</u>	<u>200</u>
TOTAL NON-OPERATING REVENUE(EXPENSE)		445	368	200
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS		17,786	(8,032)	(79,200)
CHANGE IN NET ASSETS		17,786	(8,032)	(79,200)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

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

CEO-LIABILITY INSURANCE - 7010

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	14,086,200	14,070,854	15,088,100	15,088,100	15,088,100
TOTAL REVENUES	<u>12,484,000</u>	<u>13,545,281</u>	<u>12,482,900</u>	<u>12,482,900</u>	<u>12,482,900</u>
NET COUNTY COST	1,602,200	525,573	2,605,200	2,605,200	2,605,200

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 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
INDIRECT COST RECOVERY 9411	0	42,564	47,500	47,500
LIABILITY INSURANCE 9705	11,261,861	12,268,374	12,275,100	12,275,100
TOTAL CHARGES FOR SERVICES	11,261,861	12,310,938	12,322,600	12,322,600
OTHER REVENUE - MISC 9772	84,761	0	0	0
TOTAL MISCELLANEOUS REVENUES	84,761	0	0	0
TOTAL OPERATING INCOME	11,346,622	12,310,938	12,322,600	12,322,600
OPERATING EXPENSE				
INSURANCE PREMIUMS 2072	4,330,486	4,796,205	5,251,900	5,251,900
GEN LIAB ULT LOSS EXP 1099 2073	2,869,253	7,230,000	8,003,000	8,003,000
MALPRACTICE 2076	272,323	804,000	685,000	685,000
GEN LIAB ULT LOSS EXP 2083	944,610	0	0	0
GEN LIAB ATTY/CLIENT 1099 2084	6,136,423	0	0	0
INDIRECT COST RECOVERY 2158	20,475	0	0	0
GRAPHICS CHARGES - ISF 2177	0	0	0	0
OTHER PROF & SPEC SERVICE 2199	30,950	42,931	50,000	50,000
SPECIAL DEPT. EXP. - 01 2301	100,000	100,000	100,000	100,000
TOTAL SERVICES AND SUPPLIES	14,704,520	12,973,136	14,089,900	14,089,900
JUDGEMENTS AND DAMAGES 3511	2,718	2,718	5,000	5,000
INTERFUND EXP - ADMIN 3902	905,384	1,095,000	993,200	993,200
TOTAL OTHER CHARGES	908,102	1,097,718	998,200	998,200
TOTAL OPERATING EXPENSE	15,612,622	14,070,854	15,088,100	15,088,100
OPERATING INCOME (LOSS)	(4,266,000)	(1,759,916)	(2,765,500)	(2,765,500)
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	213,853	168,944	160,300	160,300
TOTAL REV- USE OF MONEY & PROPERTY	213,853	168,944	160,300	160,300
TOTAL NON-OPERATING REVENUE(EXPENSE)	213,853	168,944	160,300	160,300
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(4,052,148)	(1,590,972)	(2,605,200)	(2,605,200)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING TRANSFERS				
INSURANCE PROCEEDS	9851	0	1,065,399	0
TOTAL OTHER FINANCING SOURCES		0	1,065,399	0
TOTAL OPERATING TRANSFERS		0	1,065,399	0
CHANGE IN NET ASSETS				
NET ASSETS - BEGINNING BALANCE		(4,052,148)	(525,573)	(2,605,200)
NET ASSETS - ENDING BALANCE				(2,605,200)

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3120 WORKERS COMP-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

CEO WORKERS COMP - 7030

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	26,844,344	26,857,068	26,392,900	26,392,900	26,392,900
TOTAL REVENUES	<u>25,329,900</u>	<u>26,068,140</u>	<u>26,580,600</u>	<u>26,580,600</u>	<u>26,580,600</u>
NET COUNTY COST	1,514,444	788,928	(187,700)	(187,700)	(187,700)

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 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
WORKERS COMP INS 9706	23,245,514	25,397,200	25,895,300	25,895,300
TOTAL CHARGES FOR SERVICES	23,245,514	25,397,200	25,895,300	25,895,300
OTHER REVENUE - MISC 9772	433,859	0	0	0
TOTAL MISCELLANEOUS REVENUES	433,859	0	0	0
TOTAL OPERATING INCOME	23,679,373	25,397,200	25,895,300	25,895,300
OPERATING EXPENSE				
WORKER COMP ULT LOSS EXP 2074	17,620,428	22,995,383	22,493,000	22,493,000
INDIRECT COST RECOVERY 2158	9,551	5,810	4,600	4,600
OTHER PROF & SPEC SERVICE 2199	2,180,994	2,247,405	2,360,900	2,360,900
SPECIAL DEPT. EXP. - 03 2303	357,781	428,670	458,700	458,700
TOTAL SERVICES AND SUPPLIES	20,168,754	25,677,268	25,317,200	25,317,200
TOTAL OPERATING EXPENSE	20,168,754	25,677,268	25,317,200	25,317,200
OPERATING INCOME (LOSS)	3,510,619	(280,068)	578,100	578,100
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	778,678	670,940	685,300	685,300
TOTAL REV- USE OF MONEY & PROPERTY	778,678	670,940	685,300	685,300
TOTAL NON-OPERATING REVENUE(EXPENSE)	778,678	670,940	685,300	685,300
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	4,289,297	390,872	1,263,400	1,263,400
OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(954,794)	(1,179,800)	(1,075,700)	(1,075,700)
TOTAL OTHER FINANCING USES	(954,794)	(1,179,800)	(1,075,700)	(1,075,700)
TOTAL OPERATING TRANSFERS	(954,794)	(1,179,800)	(1,075,700)	(1,075,700)
CHANGE IN NET ASSETS	3,334,503	(788,928)	187,700	187,700
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3120 WORKERS COMP-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

CEO RISK MGMT ADMIN - 7050

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	1,307,580	931,304	1,109,400	1,109,400	1,109,400
TOTAL REVENUES	<u>1,274,400</u>	<u>931,304</u>	<u>1,109,400</u>	<u>1,109,400</u>	<u>1,109,400</u>
NET COUNTY COST	33,180	0	0	0	0
AUTH POSITIONS			13	13	13
FTE POSITIONS			12	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.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
OTHER INTERFUND CHARGES 9412	1,021,596	907,623	1,075,800	1,075,800
TOTAL CHARGES FOR SERVICES	1,021,596	907,623	1,075,800	1,075,800
OTHER REVENUE - MISC 9772	25,822	23,681	33,600	33,600
TOTAL MISCELLANEOUS REVENUES	25,822	23,681	33,600	33,600
TOTAL OPERATING INCOME	1,047,417	931,304	1,109,400	1,109,400

OPERATING EXPENSE				
REGULAR SALARIES 1101	896,561	907,823	942,900	942,900
SUPPLEMENTAL PAYMENTS 1106	19,313	17,438	19,500	19,500
TERMINATIONS/BUYDOWNS 1107	41,166	55,400	55,200	55,200
RETIREMENT CONTRIBUTION 1121	179,032	176,505	230,400	230,400
OASDI CONTRIBUTION 1122	54,017	45,024	58,000	58,000
FICA-MEDICARE 1123	13,220	12,052	13,600	13,600
RETIREE HLTH PYMT 1099 1128	1,210	0	8,100	8,100
GROUP INSURANCE 1141	84,368	80,067	85,200	85,200
LIFE INS/DEPT HEADS & MGT 1142	530	494	500	500
STATE UNEMPLOYMENT INS 1143	1,728	1,179	1,100	1,100
MANAGEMENT DISABILITY INS 1144	2,143	2,015	2,400	2,400
WORKERS' COMPENSATION INS 1165	7,283	8,116	10,900	10,900
401K PLAN 1171	20,341	20,797	28,100	28,100
TOTAL SALARIES AND EMPLOYEE BENEFIT:	1,320,911	1,326,910	1,455,900	1,455,900
MEDICAL REIMBURSEMENT 2026	0	0	800	800
TELEPHONE CHGS - NON ISF 2032	2,391	3,224	2,500	2,500
VOICE/DATA - ISF 2033	22,140	17,466	19,000	19,000
RADIO COMMUNICATIONS - ISF 2034	0	0	1,400	1,400
GENERAL INSUR ALLOCATION - ISF 2071	75,066	54,726	12,600	12,600
FACIL/MATLS SQ FT ALLOC-ISF 2125	23,940	26,176	23,400	23,400
OTHER MAINTENANCE - ISF 2128	138	161	1,200	1,200
MEMBERSHIPS & DUES 2141	370	400	900	900
EDUCATION ALLOWANCE 2154	826	0	800	800
INDIRECT COST RECOVERY 2158	29,509	23,652	23,000	23,000
MISC. PAYMENTS 2159	0	0	5,700	5,700
PRINTING/BINDING-NOT ISF 2171	41	0	300	300
BOOKS & PUBLICATIONS 2172	3,553	2,539	4,700	4,700

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
OFFICE SUPPLIES 2173	2,710	5,265	5,800	5,800
MAIL CENTER - ISF 2174	442	1,004	1,000	1,000
PURCHASING CHARGES - ISF 2176	20,335	20,312	24,900	24,900
GRAPHICS CHARGES - ISF 2177	36	720	800	800
COPY MACHINE CHGS - ISF 2178	383	1,193	600	600
MISC. OFFICE EXPENSE 2179	462	746	400	400
STORES - ISF 2181	1,080	1,056	1,100	1,100
INFORMATION TECHNOLOGY- ISF 2192	122,372	126,510	128,200	128,200
COMPUTER SERVICES NON ISF 2195	21,557	25,557	23,700	23,700
OTHER PROF & SPEC SERVICE 2199	11,728	1,352	40,000	40,000
SPECIAL SERVICES - ISF 2205	51	100	200	200
EMPLOYEE HEALTH SERVICES 2211	824	800	1,400	1,400
COUNTY GIS EXPENSE 2214	140	0	0	0
STORAGE CHARGES 2283	6,345	4,569	6,300	6,300
MINOR EQUIPMENT-OTHER 2292	260	182	0	0
COMPUTER EQUIP <5000 2293	4,747	15,000	15,000	15,000
FURNITURE/FIXTURES <5000 2294	809	0	0	0
SPECIAL DEPT. EXP. - 01 2301	23,055	25,373	30,000	30,000
TRANS. CHARGES - ISF 2521	0	0	1,100	1,100
PRIVATE VEHICLE MILEAGE 2522	230	514	300	300
CONF. & SEMINARS EXPENSE 2523	15,365	15,459	6,600	6,600
CONFER & SEMINAR EXPENSE ISF 2526	552	1,244	600	600
MOTORPOOL-ISF 2528	608	388	0	0
TOTAL SERVICES AND SUPPLIES	392,065	375,688	384,300	384,300
DEPRECIATION EXPENSE 3611	5,139	5,200	5,300	5,300
INTERFUND EXP - ADMIN 3902	282,104	370,126	318,200	318,200
TOTAL OTHER CHARGES	287,243	375,326	323,500	323,500
TOTAL OPERATING EXPENSE	2,000,219	2,077,924	2,163,700	2,163,700
OPERATING INCOME (LOSS)	(952,802)	(1,146,620)	(1,054,300)	(1,054,300)

OPERATING TRANSFERS

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5

OPERATING TRANSFERS				
INTRAFUND COST ALLOC DECR	5122	954,794	1,179,800	1,054,300
TOTAL OTHER FINANCING USES		954,794	1,179,800	1,054,300
TOTAL OPERATING TRANSFERS		954,794	1,179,800	1,054,300

CHANGE IN NET ASSETS	1,992	33,180		
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NET ASSETS - BEGINNING BALANCE
 NET ASSETS - ENDING BALANCE

FIXED ASSETS				
COMPUTER SOFTWARE	4863	0	33,180	0
TOTAL FIXED ASSETS		0	33,180	0
TOTAL FIXED ASSETS		0	33,180	0

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3160 MATERIALS-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

BUSINESS SUPPORT - 7060

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	6,733,453	6,551,916	7,508,344	7,508,344	7,508,344
TOTAL REVENUES	<u>6,258,013</u>	<u>5,900,800</u>	<u>6,945,070</u>	<u>6,945,070</u>	<u>6,945,070</u>
NET COUNTY COST	475,440	651,116	563,274	563,274	563,274
AUTH POSITIONS			31	31	31
FTE POSITIONS			31	31	31

BUDGET UNIT DESCRIPTION:

Business Support Services administers and staffs a Countywide business solution program through the use of leveraged County business activity, highly scalable business processing platforms, centralized expertise and strategic partnering. This program qualifies the County for discounts and overall labor savings in the areas of Mail Processing, Document Publishing, Image Capture, Smart Process Business Applications (to support collaborative business processes), and Warehouse and Distribution Services. Business Support Services delivers business solutions which both improve physical product and information flow and eliminate duplicate investment throughout the County in office hardware/software related to mail/print/image/workflow processes and digital document access. In addition, Business Support Services minimizes office space devoted to active and 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, e.g.- VCPrint, Docushare, to a variety of its business solutions as well as supporting a customer service program to meet on-demand business needs.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
GRAPHICS SERVICES - ISF 9702	2,123,243	2,130,398	2,914,532	2,914,532
TOTAL CHARGES FOR SERVICES	2,123,243	2,130,398	2,914,532	2,914,532
OTHER SALES 9761	111,759	69,263	152,000	152,000
OTHER REVENUE - MISC 9772	3,956,477	3,694,519	3,871,638	3,871,638
TOTAL MISCELLANEOUS REVENUES	4,068,236	3,763,782	4,023,638	4,023,638
TOTAL OPERATING INCOME	6,191,479	5,894,180	6,938,170	6,938,170

OPERATING EXPENSE					
REGULAR SALARIES 1101	1,092,636	1,077,328	1,430,816	1,430,816	
EXTRA HELP 1102	74,941	106,488	25,530	25,530	
OVERTIME 1105	17,743	25,489	12,932	12,932	
SUPPLEMENTAL PAYMENTS 1106	11,780	11,456	13,110	13,110	
TERMINATIONS/BUYDOWNS 1107	19,658	69,547	35,117	35,117	
CALL BACK STAFFING 1108	2,731	5,107	2,250	2,250	
RETIREMENT CONTRIBUTION 1121	215,750	230,831	325,523	325,523	
OASDI CONTRIBUTION 1122	67,525	71,153	94,155	94,155	
FICA-MEDICARE 1123	17,009	17,962	21,959	21,959	
SAFE HARBOR 1124	6,479	8,326	2,262	2,262	
RETIREE HLTH PYMT 1099 1128	5,576	0	0	0	
GROUP INSURANCE 1141	179,165	169,785	220,224	220,224	
LIFE INS/DEPT HEADS & MGT 1142	134	136	144	144	
STATE UNEMPLOYMENT INS 1143	2,303	1,712	1,832	1,832	
MANAGEMENT DISABILITY INS 1144	597	625	650	650	
WORKERS' COMPENSATION INS 1165	18,442	19,991	33,484	33,484	
401K PLAN 1171	15,602	15,610	18,243	18,243	
S & EB CURR YEAR ADJ INCREASE 1991	376,132	627,365	306,638	306,638	
S & EB CURR YEAR ADJ DECREASE 1992	(376,132)	(627,364)	(306,637)	(306,637)	
TOTAL SALARIES AND EMPLOYEE BENEFIT:	1,748,070	1,831,547	2,238,232	2,238,232	
UNIFORM ALLOWANCE 2022	3,497	3,030	4,550	4,550	
SAFETY CLOTH & SUPPLIES 2023	1,947	1,514	4,295	4,295	
TELEPHONE CHGS - NON ISF 2032	5,848	6,207	6,000	6,000	
VOICE/DATA - ISF 2033	19,566	24,305	19,711	19,711	
GENERAL INSUR ALLOCATION - ISF 2071	89,965	84,360	27,746	27,746	
OFFICE EQUIP. MAINTENANCE 2102	45,406	39,132	44,017	44,017	

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
OTHER EQUIP. MAINTENANCE	2105	3,601	7,253	7,400	7,400
MAINTENANCE SUPPLIES	2107	0	41	575	575
MAINTENANCE CONTRACTS	2108	109,875	140,518	169,837	169,837
BUILDING MAINTENANCE	2121	957	0	0	0
FACIL/MATLS SQ FT ALLOC-ISF	2125	196,978	218,633	209,465	209,465
OTHER MAINTENANCE - ISF	2128	4,718	2,475	0	0
MEMBERSHIPS & DUES	2141	0	0	1,550	1,550
EDUCATION ALLOWANCE	2154	1,750	1,750	2,500	2,500
INDIRECT COST RECOVERY	2158	338,017	168,380	172,608	172,608
MISC. PAYMENTS	2159	17,685	11,267	115,699	115,699
PRINTING/BINDING-NOT ISF	2171	63,038	73,046	70,150	70,150
BOOKS & PUBLICATIONS	2172	1,992	568	3,050	3,050
OFFICE SUPPLIES	2173	7,821	15,541	9,808	9,808
MAIL CENTER - ISF	2174	3,380	3,034	6,162	6,162
PURCHASING CHARGES - ISF	2176	14,618	25,562	15,974	15,974
GRAPHICS CHARGES - ISF	2177	27,695	25,892	25,450	25,450
COPY MACHINE CHGS - ISF	2178	4,003	2,946	4,600	4,600
MISC. OFFICE EXPENSE	2179	0	227	0	0
STORES - ISF	2181	41,172	43,301	43,800	43,800
INFORMATION TECHNOLOGY- ISF	2192	37,542	39,071	46,849	46,849
COMPUTER SERVICES NON ISF	2195	22,625	42,348	47,950	47,950
OTHER PROF & SPEC SERVICE	2199	73,547	141,355	129,400	129,400
TEMPORARY HELP	2200	10,757	23,158	5,000	5,000
SPECIAL SERVICES - ISF	2205	2,499	3,475	2,715	2,715
EMPLOYEE HEALTH SERVICES	2211	5,122	0	4,750	4,750
RENT/LEASES EQUIP-NOT ISF	2271	254,844	243,005	249,631	249,631
STORAGE CHARGES	2283	248	205	212	212
SMALL TOOLS & INSTRUMENTS	2291	410	0	0	0
MINOR EQUIPMENT-OTHER	2292	13,206	16,365	10,250	10,250
COMPUTER EQUIP <5000	2293	16,125	23,011	19,750	19,750
FURNITURE/FIXTURES <5000	2294	4,007	0	4,000	4,000
INSTALLS-ELEC EQUIP ISF	2295	90	0	0	0
SPECIAL DEPT. EXP. - 01	2301	2,354,520	2,366,084	2,611,446	2,611,446
SPECIAL DEPT. EXP. - 02	2302	188,242	182,698	188,725	188,725
TRANS. CHARGES - ISF	2521	59,761	68,926	48,646	48,646
PRIVATE VEHICLE MILEAGE	2522	0	24	0	0
CONF. & SEMINARS EXPENSE	2523	395	243	2,825	2,825

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
GAS/DIESEL FUEL	2525	22,027	22,555	23,094
CONFER & SEMINAR EXPENSE ISF	2526	702	1,767	0
MOTORPOOL-ISF	2528	23	164	29
MISC. TRANS. & TRAVEL	2529	0	29	0
TOTAL SERVICES AND SUPPLIES	4,070,219	4,073,465	4,360,219	4,360,219
DEPRECIATION EXPENSE	3611	114,902	111,577	166,458
INTERFUND EXP - ADMIN	3902	77,075	80,064	101,082
TOTAL OTHER CHARGES	191,977	191,641	267,540	267,540
TOTAL OPERATING EXPENSE	6,010,266	6,096,653	6,865,991	6,865,991
OPERATING INCOME (LOSS)	181,213	(202,473)	72,179	72,179

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS	8911	5,209	6,620	6,900
TOTAL REV- USE OF MONEY & PROPERTY	5,209	6,620	6,900	6,900
TOTAL NON-OPERATING REVENUE(EXPENSE)	5,209	6,620	6,900	6,900
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	186,422	(195,853)	79,079	79,079

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR	5121	(151,771)	(163,730)	(181,158)
INTRAFUND COST ALLOC DECR	5122	169,727	173,549	174,305
TOTAL OTHER FINANCING USES	17,956	9,819	(6,853)	(6,853)
TOTAL OPERATING TRANSFERS	17,956	9,819	(6,853)	(6,853)

CHANGE IN NET ASSETS	204,378	(186,034)	72,226	72,226
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
FURNITURE & FIXTURES	4850	0	0	25,000
OFFICE MACHINES	4860	0	92,638	325,000
COMPUTER EQUIPMENT	4862	0	88,156	95,000
COMPUTER SOFTWARE	4863	25,740	170,255	95,000
REPLACE OFFICE MACHINES	4869	0	0	35,000
OTHER EQUIPMENT	4889	0	114,033	60,500

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
EQUIPMENT CONTRA ACCT. 4993	(25,740)	0	0	0
TOTAL FIXED ASSETS	0	465,082	635,500	635,500
TOTAL FIXED ASSETS	0	465,082	635,500	635,500

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3160 MATERIALS-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

PURCHASING - 7070

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	3,172,014	3,050,791	3,185,451	3,185,451	3,185,451
TOTAL REVENUES	<u>3,169,130</u>	<u>3,257,813</u>	<u>3,185,466</u>	<u>3,185,466</u>	<u>3,185,466</u>
NET COUNTY COST	2,884	(207,022)	(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.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
MATERIALS - ISF 9492	1,468,747	1,559,809	1,528,873	1,528,873
COPY MACHINE CHARGS - ISF 9708	1,638,486	1,680,368	1,634,693	1,634,693
TOTAL CHARGES FOR SERVICES	3,107,233	3,240,177	3,163,566	3,163,566
OTHER REVENUE - MISC 9772	19,987	14,296	19,000	19,000
TOTAL MISCELLANEOUS REVENUES	19,987	14,296	19,000	19,000
TOTAL OPERATING INCOME	3,127,220	3,254,473	3,182,566	3,182,566

OPERATING EXPENSE				
REGULAR SALARIES 1101	766,384	721,391	770,686	770,686
EXTRA HELP 1102	4,753	11,700	11,700	11,700
OVERTIME 1105	3,693	6,049	3,973	3,973
SUPPLEMENTAL PAYMENTS 1106	19,012	19,034	20,870	20,870
TERMINATIONS/BUYDOWNS 1107	15,895	17,766	15,360	15,360
CALL BACK STAFFING 1108	1,430	2,988	0	0
RETIREMENT CONTRIBUTION 1121	144,135	144,014	173,968	173,968
OASDI CONTRIBUTION 1122	47,605	45,797	50,413	50,413
FICA-MEDICARE 1123	11,415	10,977	11,924	11,924
SAFE HARBOR 1124	414	1,037	1,037	1,037
GROUP INSURANCE 1141	92,771	86,377	93,062	93,062
LIFE INS/DEPT HEADS & MGT 1142	89	92	96	96
STATE UNEMPLOYMENT INS 1143	1,548	1,108	956	956
MANAGEMENT DISABILITY INS 1144	485	495	492	492
WORKERS' COMPENSATION INS 1165	10,139	9,733	14,081	14,081
401K PLAN 1171	12,896	12,775	14,144	14,144
TOTAL SALARIES AND EMPLOYEE BENEFIT:	1,132,662	1,091,333	1,182,762	1,182,762
VOICE/DATA - ISF 2033	10,778	11,159	10,870	10,870
GENERAL INSUR ALLOCATION - ISF 2071	7,333	8,048	8,126	8,126
OFFICE EQUIP. MAINTENANCE 2102	530	43	1,100	1,100
FACIL/MATLS SQ FT ALLOC-ISF 2125	48,196	48,060	47,283	47,283
OTHER MAINTENANCE - ISF 2128	4,325	500	500	500
MEMBERSHIPS & DUES 2141	2,726	2,307	2,100	2,100
EDUCATION ALLOWANCE 2154	0	3,000	3,000	3,000
INDIRECT COST RECOVERY 2158	70,525	72,770	99,055	99,055
MISC. PAYMENTS 2159	32	0	0	0

OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
PRINTING/BINDING-NOT ISF	2171	0	0	549	549
BOOKS & PUBLICATIONS	2172	8,192	7,850	7,850	7,850
OFFICE SUPPLIES	2173	1,018	1,166	4,500	4,500
MAIL CENTER - ISF	2174	8,340	6,803	8,815	8,815
PURCHASING CHARGES - ISF	2176	2,082	2,316	3,015	3,015
GRAPHICS CHARGES - ISF	2177	1,379	3,707	2,500	2,500
COPY MACHINE CHGS - ISF	2178	4,410	5,897	4,410	4,410
MISC. OFFICE EXPENSE	2179	0	37,208	10,503	10,503
STORES - ISF	2181	789	1,038	6,000	6,000
INFORMATION TECHNOLOGY- ISF	2192	58,701	37,724	42,000	42,000
OTHER PROF & SPEC SERVICE	2199	19,756	18,000	17,500	17,500
TEMPORARY HELP	2200	0	12,919	6,500	6,500
ATTORNEY SERVICES	2202	20,258	17,852	16,000	16,000
SPECIAL SERVICES - ISF	2205	466	479	550	550
EMPLOYEE HEALTH SERVICES	2211	0	0	1,500	1,500
PUBLIC AND LEGAL NOTICES	2261	253	300	300	300
RENT/LEASES EQUIP-NOT ISF	2271	1,322,747	1,310,897	1,336,956	1,336,956
STORAGE CHARGES	2283	1,708	1,121	1,505	1,505
COMPUTER EQUIP <5000	2293	858	10,000	10,000	10,000
FURNITURE/FIXTURES <5000	2294	0	1,500	1,500	1,500
TRANS. CHARGES - ISF	2521	130	0	0	0
PRIVATE VEHICLE MILEAGE	2522	209	0	606	606
CONF. & SEMINARS EXPENSE	2523	3,970	5,000	5,000	5,000
CONFER & SEMINAR EXPENSE ISF	2526	1,365	554	554	554
MOTORPOOL-ISF	2528	294	263	359	359
MISC. TRANS. & TRAVEL	2529	0	164	0	0
TOTAL SERVICES AND SUPPLIES		1,601,368	1,628,645	1,661,006	1,661,006
DEPRECIATION EXPENSE	3611	1,648	1,518	1,518	1,518
TOTAL OTHER CHARGES		1,648	1,518	1,518	1,518
TOTAL OPERATING EXPENSE		2,735,678	2,721,496	2,845,286	2,845,286
OPERATING INCOME (LOSS)		391,542	532,977	337,280	337,280

NON-OPERATING REVENUE(EXPENSE)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	2,938	3,340	2,900	2,900
TOTAL REV- USE OF MONEY & PROPERTY	2,938	3,340	2,900	2,900
TOTAL NON-OPERATING REVENUE(EXPENSE)	2,938	3,340	2,900	2,900
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	394,480	536,317	340,180	340,180

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(312,956)	(329,295)	(340,165)	(340,165)
TOTAL OTHER FINANCING USES	(312,956)	(329,295)	(340,165)	(340,165)
TOTAL OPERATING TRANSFERS	(312,956)	(329,295)	(340,165)	(340,165)

CHANGE IN NET ASSETS	81,523	207,022	15	15
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3160 MATERIALS-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

SPECIAL SERVICES - 7080

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	4,880,089	4,760,871	4,442,025	4,442,025	4,442,025
TOTAL REVENUES	<u>4,300,487</u>	<u>4,284,103</u>	<u>4,334,722</u>	<u>4,334,722</u>	<u>4,334,722</u>
NET COUNTY COST	579,602	476,768	107,303	107,303	107,303
AUTH POSITIONS			5	5	5
FTE POSITIONS			5	5	5

BUDGET UNIT DESCRIPTION:

SITE SECURITY/ID BADGES: Special Services and Security 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 maintaining a 24-hour Security Command Center for monitoring of fire/life/safety, temperature and access control systems and other security alarms such as intrusion and panic alarms; responding to requests for assistance patrolling parking lots, reporting and investigating incidents; providing escorts for contractors and employees performing work and for public tours; issuing identification badges, access cards, and parking and carpool permits, emergency preparedness training and administrative support to departments.

SPECIAL EVENTS AND ROOM RESERVATIONS: This Division also coordinates audiovisual equipment requests, conference room reservations and special events held at County facilities or on County grounds and monitors the Countywide vending machine and copier contracts.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
VEHICLE CODE FINES 8811	51,885	43,146	51,886	51,886
FORFEITURES AND PENALTIES 8831	0	7	0	0
TOTAL FINES, FORFEITURES & PENALTY	51,885	43,153	51,886	51,886
RENTS AND CONCESSIONS 8931	8,918	9,445	8,699	8,699
TOTAL REV- USE OF MONEY & PROPERTY	8,918	9,445	8,699	8,699
OTHER INTERFUND CHARGES 9412	158,573	158,876	138,128	138,128
SPECIAL SERVICES - ISF 9712	3,502,433	3,402,145	3,489,585	3,489,585
TOTAL CHARGES FOR SERVICES	3,661,006	3,561,021	3,627,713	3,627,713
OTHER SALES 9761	40,506	37,878	53,428	53,428
OTHER REVENUE - MISC 9772	577,104	627,970	588,360	588,360
TOTAL MISCELLANEOUS REVENUES	617,609	665,848	641,788	641,788
TOTAL OPERATING INCOME	4,339,419	4,279,467	4,330,086	4,330,086

OPERATING EXPENSE				
REGULAR SALARIES 1101	362,943	359,950	359,700	359,700
EXTRA HELP 1102	33,272	32,304	36,000	36,000
OVERTIME 1105	82	48	2,000	2,000
SUPPLEMENTAL PAYMENTS 1106	9,429	9,552	9,408	9,408
TERMINATIONS/BUYDOWNS 1107	24,918	24,490	24,504	24,504
RETIREMENT CONTRIBUTION 1121	71,119	76,065	80,504	80,504
OASDI CONTRIBUTION 1122	23,081	23,110	26,625	26,625
FICA-MEDICARE 1123	6,140	5,968	6,270	6,270
SAFE HARBOR 1124	308	3,190	5,457	5,457
GROUP INSURANCE 1141	35,681	35,596	35,520	35,520
LIFE INS/DEPT HEADS & MGT 1142	89	92	96	96
STATE UNEMPLOYMENT INS 1143	791	582	519	519
MANAGEMENT DISABILITY INS 1144	450	464	480	480
WORKERS' COMPENSATION INS 1165	4,971	4,873	6,006	6,006
401K PLAN 1171	9,170	9,090	9,569	9,569
TOTAL SALARIES AND EMPLOYEE BENEFIT:	582,443	585,374	602,658	602,658
SAFETY CLOTH & SUPPLIES 2023	0	0	2,000	2,000
TELEPHONE CHGS - NON ISF 2032	3,199	3,786	3,779	3,779
VOICE/DATA - ISF 2033	59,776	63,045	60,193	60,193
RADIO COMMUNICATIONS - ISF 2034	777	1,159	1,157	1,157

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
HOUSEKPG/GRNDS-ISF CHARGS	2059	153	0	0
GENERAL INSUR ALLOCATION - ISF	2071	36,477	32,214	27,605
MAINTENANCE CONTRACTS	2108	0	2,097	0
BUILDING MAINTENANCE	2121	355	39,680	2,000
BUILDING EQUIP. MAINTENAN	2122	0	3,000	3,000
FACIL/MATLS SQ FT ALLOC-ISF	2125	29,131	30,908	30,975
OTHER MAINTENANCE - ISF	2128	9,664	105,000	105,000
BUILDING EQUIPMENT SUPPLIES	2129	3,889	2,927	4,000
MEMBERSHIPS & DUES	2141	1,695	1,315	1,915
EDUCATION ALLOWANCE	2154	0	0	2,000
INDIRECT COST RECOVERY	2158	63,741	58,080	57,638
MISC. PAYMENTS	2159	805	867	0
PRINTING/BINDING-NOT ISF	2171	0	2,500	2,500
BOOKS & PUBLICATIONS	2172	2,371	4,071	4,389
OFFICE SUPPLIES	2173	6,695	11,251	11,500
MAIL CENTER - ISF	2174	5,308	5,523	5,567
PURCHASING CHARGES - ISF	2176	4,405	5,576	5,500
GRAPHICS CHARGES - ISF	2177	16,955	10,614	12,000
COPY MACHINE CHGS - ISF	2178	2,931	3,671	2,867
MISC. OFFICE EXPENSE	2179	461	200	200
STORES - ISF	2181	6,055	5,549	9,000
INFORMATION TECHNOLOGY- ISF	2192	1,884	2,615	2,000
COMPUTER SERVICES NON ISF	2195	5,936	33,650	31,897
OTHER PROF & SPEC SERVICE	2199	18,282	79,000	70,000
ATTORNEY SERVICES	2202	185	136	0
SPECIAL SERVICES - ISF	2205	5,367	41,211	2,820
EMPLOYEE HEALTH SERVICES	2211	1,069	0	0
COUNTY GIS EXPENSE	2214	3,740	2,128	0
RENT/LEASES EQUIP-NOT ISF	2271	1,935	5,000	5,000
STORAGE CHARGES	2283	65	35	395
SMALL TOOLS & INSTRUMENTS	2291	628	500	500
MINOR EQUIPMENT-OTHER	2292	94,408	14,539	55,000
COMPUTER EQUIP <5000	2293	8,211	5,000	5,000
FURNITURE/FIXTURES <5000	2294	234	5,000	5,000
SPECIAL DEPT. EXP. - 01	2301	1,685,810	1,668,741	1,747,534
SPECIAL DEPT. EXP. - 02	2302	869,448	891,552	929,454
SPECIAL DEPT. EXP. - 04	2304	7,293	10,999	18,500

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
SPECIAL DEPT. EXP. - 05	2305	145,037	197,218	136,264
SPECIAL DEPT. EXP. - 14	2314	2,685	11,804	8,000
TRANS. CHARGES - ISF	2521	3,553	2,585	2,484
PRIVATE VEHICLE MILEAGE	2522	0	400	400
CONF. & SEMINARS EXPENSE	2523	1,522	7,600	6,600
GAS/DIESEL FUEL	2525	691	321	690
CONFER & SEMINAR EXPENSE ISF	2526	628	1,012	100
TOTAL SERVICES AND SUPPLIES		3,113,452	3,374,079	3,382,423
DEPRECIATION EXPENSE	3611	135,702	120,271	109,519
INTERFUND EXP - ADMIN	3902	112,714	118,303	141,364
TOTAL OTHER CHARGES		248,416	238,574	250,883
TOTAL OPERATING EXPENSE		3,944,311	4,198,027	4,235,964
OPERATING INCOME (LOSS)		395,108	81,440	94,122

NON-OPERATING REVENUE(EXPENSE)

INTEREST EARNINGS	8911	3,759	4,636	4,636
TOTAL REV- USE OF MONEY & PROPERTY		3,759	4,636	4,636
TOTAL NON-OPERATING REVENUE(EXPENSE)		3,759	4,636	4,636
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS		398,867	86,076	98,758

OPERATING TRANSFERS

INTRAFUND COST ALLOC INCR	5121	(88,586)	(99,007)	(106,061)
TOTAL OTHER FINANCING USES		(88,586)	(99,007)	(106,061)
TOTAL OPERATING TRANSFERS		(88,586)	(99,007)	(106,061)

CHANGE IN NET ASSETS		310,281	(12,931)	(7,303)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS

COMPUTER SOFTWARE	4863	0	11,650	0
FIXED ASSETS-1099	4864	0	8,000	0
OTHER EQUIPMENT	4889	87,736	444,187	100,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
EQUIPMENT CONTRA ACCT. 4993	(87,736)	0	0	0
TOTAL FIXED ASSETS	0	463,837	100,000	100,000
TOTAL FIXED ASSETS	0	463,837	100,000	100,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3160 MATERIALS-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

GSA ADMINISTRATION - 7095

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	2,612,980	2,140,364	2,273,661	2,273,661	2,273,661
TOTAL REVENUES	<u>2,211,629</u>	<u>2,140,358</u>	<u>2,273,661</u>	<u>2,273,661</u>	<u>2,273,661</u>
NET COUNTY COST	401,351	6	0	0	0
AUTH POSITIONS			22	22	22
FTE POSITIONS			22	22	22

BUDGET UNIT DESCRIPTION:

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

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 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
VEHICLE CODE FINES 8811	31,207	28,356	30,000	30,000
TOTAL FINES, FORFEITURES & PENALTY	31,207	28,356	30,000	30,000
OTHER INTERFUND CHARGES 9412	1,991,235	2,076,321	2,243,661	2,243,661
TOTAL CHARGES FOR SERVICES	1,991,235	2,076,321	2,243,661	2,243,661
OTHER GRANT REVENUE 9779	11,031	35,681	0	0
TOTAL MISCELLANEOUS REVENUES	11,031	35,681	0	0
TOTAL OPERATING INCOME	2,033,473	2,140,358	2,273,661	2,273,661

OPERATING EXPENSE					
REGULAR SALARIES 1101	1,370,508	1,399,435	1,490,832	1,490,832	
EXTRA HELP 1102	61,643	5,445	25,000	25,000	
OVERTIME 1105	1,881	5,000	5,000	5,000	
SUPPLEMENTAL PAYMENTS 1106	43,968	43,159	45,370	45,370	
TERMINATIONS/BUYDOWNS 1107	13,708	40,771	48,793	48,793	
CALL BACK STAFFING 1108	0	2,828	0	0	
RETIREMENT CONTRIBUTION 1121	257,558	289,920	340,214	340,214	
OASDI CONTRIBUTION 1122	78,125	83,344	94,747	94,747	
FICA-MEDICARE 1123	20,637	21,066	23,433	23,433	
SAFE HARBOR 1124	5,328	(638)	2,255	2,255	
RETIREE HLTH PYMT 1099 1128	7,523	7,950	8,109	8,109	
GROUP INSURANCE 1141	142,899	150,899	156,288	156,288	
LIFE INS/DEPT HEADS & MGT 1142	268	267	288	288	
STATE UNEMPLOYMENT INS 1143	2,791	2,097	1,931	1,931	
MANAGEMENT DISABILITY INS 1144	1,399	1,395	1,540	1,540	
WORKERS' COMPENSATION INS 1165	18,746	19,437	26,058	26,058	
401K PLAN 1171	29,190	26,685	26,846	26,846	
TOTAL SALARIES AND EMPLOYEE BENEFIT:	2,056,172	2,099,060	2,296,704	2,296,704	
TELEPHONE CHGS - NON ISF 2032	0	0	500	500	
VOICE/DATA - ISF 2033	28,513	30,735	27,277	27,277	
RADIO COMMUNICATIONS - ISF 2034	5	0	5,000	5,000	
GENERAL INSUR ALLOCATION - ISF 2071	15,578	17,310	17,959	17,959	
OFFICE EQUIP. MAINTENANCE 2102	0	0	0	0	
FACIL/MATLS SQ FT ALLOC-ISF 2125	116,101	125,688	123,666	123,666	
OTHER MAINTENANCE - ISF 2128	4,593	5,000	5,000	5,000	

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
MEMBERSHIPS & DUES	2141	961	1,400	1,400
EDUCATION ALLOWANCE	2154	1,750	2,000	2,000
INDIRECT COST RECOVERY	2158	66,107	52,856	45,657
MISC. PAYMENTS	2159	1,200	22,420	2,000
PRINTING/BINDING-NOT ISF	2171	459	0	0
BOOKS & PUBLICATIONS	2172	1,513	795	3,000
OFFICE SUPPLIES	2173	3,829	9,186	7,500
MAIL CENTER - ISF	2174	11,124	6,694	11,782
PURCHASING CHARGES - ISF	2176	780	932	2,000
GRAPHICS CHARGES - ISF	2177	1,394	1,000	1,500
COPY MACHINE CHGS - ISF	2178	5,199	6,002	6,000
MISC. OFFICE EXPENSE	2179	5,673	5,691	13,794
STORES - ISF	2181	641	1,049	5,500
INFORMATION TECHNOLOGY- ISF	2192	20,191	55,000	35,000
COMPUTER SERVICES NON ISF	2195	6,951	46,700	25,000
OTHER PROF & SPEC SERVICE	2199	11,150	9,704	20,000
TEMPORARY HELP	2200	18,512	19,973	20,000
ATTORNEY SERVICES	2202	971	1,154	4,500
SPECIAL SERVICES - ISF	2205	914	1,304	1,000
EMPLOYEE HEALTH SERVICES	2211	0	2,000	1,500
STORAGE CHARGES	2283	5,228	3,638	5,500
MINOR EQUIPMENT-OTHER	2292	1,147	0	0
COMPUTER EQUIP <5000	2293	11,361	11,353	10,000
FURNITURE/FIXTURES <5000	2294	1,161	2,500	2,500
TRANS. CHARGES - ISF	2521	146	0	0
PRIVATE VEHICLE MILEAGE	2522	4,609	4,541	5,500
CONF. & SEMINARS EXPENSE	2523	3,406	7,506	8,000
CONFER & SEMINAR EXPENSE ISF	2526	5,160	7,835	3,500
MOTORPOOL-ISF	2528	638	974	1,000
MISC. TRANS. & TRAVEL	2529	16	0	500
TOTAL SERVICES AND SUPPLIES		356,984	462,940	425,035

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
DEPRECIATION EXPENSE 3611	3,923	5,000	5,000	5,000
TOTAL OTHER CHARGES	3,923	5,000	5,000	5,000
TOTAL OPERATING EXPENSE	2,417,079	2,567,000	2,726,739	2,726,739
OPERATING INCOME (LOSS)	(383,606)	(426,642)	(453,078)	(453,078)

OPERATING TRANSFERS				
INTRAFUND COST ALLOC DECR 5122	383,586	426,636	453,078	453,078
TOTAL OTHER FINANCING USES	383,586	426,636	453,078	453,078
TOTAL OPERATING TRANSFERS	383,586	426,636	453,078	453,078

CHANGE IN NET ASSETS		(20)	(6)
NET ASSETS - BEGINNING BALANCE			
NET ASSETS - ENDING BALANCE			

FIXED ASSETS				
COMPUTER EQUIPMENT 4862	14,532	0	0	0
COMPUTER SOFTWARE 4863	0	0	0	0
EQUIPMENT CONTRA ACCT. 4993	(14,532)	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 2013-2014

FUND 3170 FACILITIES-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

GSA-FACILITIES - 7100

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	26,151,426	25,027,295	21,808,653	21,808,653	21,808,653
TOTAL REVENUES	<u>24,502,413</u>	<u>24,355,297</u>	<u>21,176,742</u>	<u>21,176,742</u>	<u>21,176,742</u>
NET COUNTY COST	1,649,013	671,998	631,911	631,911	631,911
AUTH POSITIONS			75	75	75
FTE POSITIONS			75	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 interacts with the utility companies to obtain the best possible service rates for GSA-maintained buildings, monitors the Interruptible Power Program, identifies buildings to participate in the Southern California Edison Demand Response program and coordinates with the Ventura County Regional Energy Authority to obtain cash incentives for energy efficiency and conservation improvements. The Utilities Division also manages GSA's energy efficiency conservation programs.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
RENTS AND CONCESSIONS 8931	56,370	56,643	56,120	56,120
TOTAL REV- USE OF MONEY & PROPERTY	56,370	56,643	56,120	56,120
OTHER INTERFUND CHARGES 9412	187,065	193,849	238,340	238,340
DIRECT CHARGE REVENUE 9413	77,112	78,278	78,973	78,973
FACILITIES - ISF 9707	20,271,918	20,419,966	20,381,809	20,381,809
TOTAL CHARGES FOR SERVICES	20,536,095	20,692,093	20,699,122	20,699,122
OTHER REVENUE - MISC 9772	369,519	346,869	385,000	385,000
OTHER GRANT REVENUE 9779	127,063	24,906	0	0
TOTAL MISCELLANEOUS REVENUES	496,582	371,775	385,000	385,000
TOTAL OPERATING INCOME	21,089,047	21,120,511	21,140,242	21,140,242

OPERATING EXPENSE				
REGULAR SALARIES 1101	4,040,139	4,039,347	4,348,343	4,348,343
EXTRA HELP 1102	21,411	29,691	0	0
OVERTIME 1105	75,695	92,601	100,100	100,100
SUPPLEMENTAL PAYMENTS 1106	125,234	108,210	82,206	82,206
TERMINATIONS/BUYDOWNS 1107	97,526	94,714	104,215	104,215
CALL BACK STAFFING 1108	143,335	134,820	152,000	152,000
RETIREMENT CONTRIBUTION 1121	769,849	820,113	1,011,657	1,011,657
OASDI CONTRIBUTION 1122	270,169	267,454	291,320	291,320
FICA-MEDICARE 1123	64,542	63,853	68,896	68,896
SAFE HARBOR 1124	1,853	2,633	0	0
RETIREE HLTH PYMT 1099 1128	4,278	0	0	0
GROUP INSURANCE 1141	511,591	487,019	495,504	495,504
LIFE INS/DEPT HEADS & MGT 1142	128	230	288	288
STATE UNEMPLOYMENT INS 1143	8,663	6,470	5,749	5,749
MANAGEMENT DISABILITY INS 1144	2,338	2,536	2,846	2,846
WORKERS' COMPENSATION INS 1165	122,425	162,435	215,900	215,900
401K PLAN 1171	63,266	73,407	68,758	68,758
S & EB CURR YEAR ADJ INCREASE 1991	48,312	77,413	85,896	85,896
S & EB CURR YEAR ADJ DECREASE 1992	(76,804)	(140,904)	(263,474)	(263,474)
TOTAL SALARIES AND EMPLOYEE BENEFIT:	6,293,949	6,322,042	6,770,204	6,770,204
MISC. CLOTH & PERSONAL SU 2021	13,810	13,893	14,000	14,000
SAFETY CLOTH & SUPPLIES 2023	9,728	9,015	10,000	10,000

OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
TELEPHONE CHGS - NON ISF	2032	11,304	17,488	20,098	20,098
VOICE/DATA - ISF	2033	97,346	93,795	97,859	97,859
RADIO COMMUNICATIONS - ISF	2034	17,872	10,022	19,000	19,000
REFUSE DISPOSAL	2056	4,340	0	0	0
HAZ MAT DISPOSAL - ISF	2058	16,848	22,328	25,000	25,000
HOUSEKPG/GRNDS-ISF CHARGS	2059	6,616	4,500	6,616	6,616
GENERAL INSUR ALLOCATION - ISF	2071	102,844	81,738	83,917	83,917
MAINTENANCE SUPPLIES	2107	48,079	69,789	80,000	80,000
MAINTENANCE CONTRACTS	2108	498,290	550,684	559,013	559,013
BUILDING SUPPLIES	2120	133,816	192,863	194,500	194,500
BUILDING MAINTENANCE	2121	55,991	50,500	56,000	56,000
BUILDING EQUIP. MAINTENAN	2122	141,807	163,126	352,930	352,930
IMPROVEMENTS-MAINTENANCE	2123	724	852	5,000	5,000
FACIL/MATLS SQ FT ALLOC-ISF	2125	245,452	252,300	236,677	236,677
OTHER MAINTENANCE - ISF	2128	308,887	246,823	120,628	120,628
BUILDING EQUIPMENT SUPPLIES	2129	443,968	552,677	573,000	573,000
MEMBERSHIPS & DUES	2141	4,727	3,333	5,000	5,000
EDUCATIONAL MATERIALS	2152	1,879	2,271	2,000	2,000
EDUCATION ALLOWANCE	2154	5,946	7,448	5,000	5,000
INDIRECT COST RECOVERY	2158	446,656	247,118	265,889	265,889
MISC. PAYMENTS	2159	41,332	47,216	49,104	49,104
BOOKS & PUBLICATIONS	2172	570	601	2,000	2,000
OFFICE SUPPLIES	2173	11,859	12,543	12,500	12,500
MAIL CENTER - ISF	2174	11,333	11,228	11,974	11,974
PURCHASING CHARGES - ISF	2176	33,606	57,672	48,380	48,380
GRAPHICS CHARGES - ISF	2177	2,892	2,998	7,000	7,000
COPY MACHINE CHGS - ISF	2178	1,696	1,775	1,789	1,789
MISC. OFFICE EXPENSE	2179	3,825	10,200	22,356	22,356
STORES - ISF	2181	1,076	677	6,000	6,000
INFORMATION TECHNOLOGY- ISF	2192	42,391	38,573	115,500	115,500
COMPUTER SERVICES NON ISF	2195	15,295	67,880	53,500	53,500
OTHER PROF & SPEC SERVICE	2199	2,927,579	2,923,422	3,014,908	3,014,908
TEMPORARY HELP	2200	10,823	29,811	0	0
ATTORNEY SERVICES	2202	8,094	664	14,250	14,250
SPECIAL SERVICES - ISF	2205	33,035	33,750	56,128	56,128
EMPLOYEE HEALTH SERVICES	2211	5,506	0	6,000	6,000
COUNTY GIS EXPENSE	2214	17,606	19,740	18,000	18,000

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
RENT/LEASES EQUIP-NOT ISF	2271	14,497	16,877	15,000	15,000
STORAGE CHARGES	2283	34	26	100	100
SMALL TOOLS & INSTRUMENTS	2291	3,436	2,114	10,000	10,000
MINOR EQUIPMENT-OTHER	2292	19,831	75,366	52,000	52,000
COMPUTER EQUIP <5000	2293	5,175	20,853	20,000	20,000
FURNITURE/FIXTURES <5000	2294	2,766	8,425	6,000	6,000
INSTALLS-ELEC EQUIP ISF	2295	782	87	0	0
SPECIAL DEPT. EXP. - 01	2301	476,937	601,971	600,000	600,000
OUTSIDE LABORATORY	2481	8,160	10,000	10,000	10,000
TRANS. CHARGES - ISF	2521	192,380	200,360	204,305	204,305
PRIVATE VEHICLE MILEAGE	2522	671	0	700	700
CONF. & SEMINARS EXPENSE	2523	3,827	10,686	15,500	15,500
GAS/DIESEL FUEL	2525	67,113	70,430	75,440	75,440
CONFER & SEMINAR EXPENSE ISF	2526	1,996	12,797	0	0
MOTORPOOL-ISF	2528	80	0	161	161
UTILITIES - OTHER	2541	5,784,764	6,142,065	5,986,727	5,986,727
SEWAGE TREATMENT COSTS	2545	155,419	147,382	212,500	212,500
TOTAL SERVICES AND SUPPLIES		12,523,314	13,170,752	13,379,949	13,379,949
DEPRECIATION EXPENSE	3611	224,618	278,301	465,240	465,240
INTERFUND EXP - ADMIN	3902	679,399	694,144	749,318	749,318
TOTAL OTHER CHARGES		904,018	972,445	1,214,558	1,214,558
TOTAL OPERATING EXPENSE		19,721,281	20,465,239	21,364,711	21,364,711
OPERATING INCOME (LOSS)		1,367,767	655,272	(224,469)	(224,469)

NON-OPERATING REVENUE(EXPENSE)					
INTEREST L/T TECP	3412	0	0	(48,000)	(48,000)
INT ON LEASE PURCHASE PAY	3453	(66,376)	(56,269)	(44,816)	(44,816)
TOTAL OTHER CHARGES		(66,376)	(56,269)	(92,816)	(92,816)
INTEREST EARNINGS	8911	38,491	32,162	36,500	36,500
TOTAL REV- USE OF MONEY & PROPERTY		38,491	32,162	36,500	36,500
CY CASH PROCEEDS FA SALE	9821	0	611	0	0

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
GAIN/LOSS DISP FIXED ASST	9822	0	(818)	0
TOTAL OTHER FINANCING SOURCES	0	(207)	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	(27,885)	(24,314)	(56,316)	(56,316)
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	1,339,882	630,958	(280,785)	(280,785)

OPERATING TRANSFERS

INTRAFUND COST ALLOC INCR	5121	(149,868)	(155,681)	(196,547)	(196,547)
INTRAFUND COST ALLOC DECR	5122	363,965	378,084	477,329	477,329
TOTAL OTHER FINANCING USES	214,097	222,403	280,782	280,782	280,782
PROCEEDS OF CERTIFICATES	9842	0	3,200,000	0	0
INSURANCE PROCEEDS	9851	0	2,831	0	0
TOTAL OTHER FINANCING SOURCES	0	3,202,831	0	0	0
TOTAL OPERATING TRANSFERS	214,097	3,425,234	280,782	280,782	280,782

CHANGE IN NET ASSETS	1,553,979	4,056,192	(3)	(3)
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NET ASSETS - BEGINNING BALANCE

NET ASSETS - ENDING BALANCE

RETIREMENT OF LONG TERM DEBT

LEASE PURCHASE PYMT-PRINC	3311	264,661	238,231	247,075	247,075
OTHER LOAN PAYMENTS-PRINC	3312	0	0	179,833	179,833
DEBT CONTRA	3992	(264,661)	0	0	0
TOTAL OTHER CHARGES	0	238,231	426,908	426,908	426,908
TOTAL RETIREMENT OF LONG TERM DEBT	0	238,231	426,908	426,908	426,908

FIXED ASSETS

TODD RD JAIL PHOTOVOLTAIC SYS	4652	0	4,389,883	0	0
COMPUTER EQUIPMENT	4862	0	0	25,000	25,000
COMPUTER SOFTWARE	4863	15,928	55,076	50,000	50,000
OTHER EQUIPMENT	4889	211,895	45,000	130,000	130,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
EQUIPMENT CONTRA ACCT. 4993	(225,315)	0	0	0
TOTAL FIXED ASSETS	<u>2,508</u>	<u>4,489,959</u>	<u>205,000</u>	<u>205,000</u>
TOTAL FIXED ASSETS	2,508	4,489,959	205,000	205,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3170 FACILITIES-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

HOUSEKEEPING / GROUNDS - 7110

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	7,052,493	6,228,528	7,279,177	7,279,177	7,279,177
TOTAL REVENUES	<u>6,946,576</u>	<u>6,648,665</u>	<u>7,226,380</u>	<u>7,226,380</u>	<u>7,226,380</u>
NET COUNTY COST	105,917	(420,137)	52,797	52,797	52,797
AUTH POSITIONS			50	49	49
FTE POSITIONS			50	49	49

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 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.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
OTHER INTERFUND CHARGES 9412	27,075	29,342	29,051	29,051
HOUSEKPG/GROUNDS - ISF 9710	5,988,230	6,568,315	7,131,039	7,131,039
TOTAL CHARGES FOR SERVICES	6,015,305	6,597,657	7,160,090	7,160,090
OTHER SALES 9761	3,762	0	0	0
OTHER REVENUE - MISC 9772	50,720	41,595	55,921	55,921
TOTAL MISCELLANEOUS REVENUES	54,482	41,595	55,921	55,921
TOTAL OPERATING INCOME	6,069,787	6,639,252	7,216,011	7,216,011

OPERATING EXPENSE				
REGULAR SALARIES 1101	1,543,749	1,594,183	1,602,723	1,602,723
EXTRA HELP 1102	22,102	12,626	0	0
OVERTIME 1105	4,827	5,419	8,000	8,000
SUPPLEMENTAL PAYMENTS 1106	70,490	64,339	62,527	62,527
TERMINATIONS/BUYDOWNS 1107	27,234	23,793	8,833	8,833
CALL BACK STAFFING 1108	367	440	1,350	1,350
RETIREMENT CONTRIBUTION 1121	300,052	329,707	375,256	375,256
OASDI CONTRIBUTION 1122	98,686	101,040	104,312	104,312
FICA-MEDICARE 1123	23,435	23,774	24,439	24,439
SAFE HARBOR 1124	1,913	1,122	0	0
GROUP INSURANCE 1141	323,346	321,682	333,888	333,888
LIFE INS/DEPT HEADS & MGT 1142	37	40	0	0
STATE UNEMPLOYMENT INS 1143	3,167	2,411	2,083	2,083
MANAGEMENT DISABILITY INS 1144	197	210	0	0
WORKERS' COMPENSATION INS 1165	46,296	66,025	88,564	88,564
401K PLAN 1171	16,186	15,416	13,073	13,073
S & EB CURR YEAR ADJ INCREASE 1991	118,407	212,640	264,818	264,818
S & EB CURR YEAR ADJ DECREASE 1992	(89,915)	(182,924)	(87,240)	(87,240)
TOTAL SALARIES AND EMPLOYEE BENEFIT:	2,510,575	2,591,943	2,802,626	2,802,626
WEED CONTROL SUPPLIES 2012	2,098	6,000	6,000	6,000
MISC. CLOTH & PERSONAL SU 2021	6,105	6,309	6,573	6,573
SAFETY CLOTH & SUPPLIES 2023	2,951	4,491	6,490	6,490
TELEPHONE CHGS - NON ISF 2032	7,519	6,722	7,589	7,589
VOICE/DATA - ISF 2033	8,145	7,846	7,547	7,547
RADIO COMMUNICATIONS - ISF 2034	1,044	347	0	0

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
JANITORIAL SUPPLIES	2053	224,108	208,285	225,321	225,321
REFUSE DISPOSAL	2056	516,938	496,647	538,084	538,084
HAZ MAT DISPOSAL - ISF	2058	0	0	1,591	1,591
HOUSEKPG/GRNDS-ISF CHARGS	2059	410	0	400	400
GENERAL INSUR ALLOCATION - ISF	2071	29,770	32,676	35,015	35,015
OTHER EQUIP. MAINTENANCE	2105	2,486	6,525	10,759	10,759
MAINTENANCE SUPPLIES	2107	38	3,400	3,400	3,400
GROUNDS-MAINTENANCE	2124	19,497	20,000	53,936	53,936
FACIL/MATLS SQ FT ALLOC-ISF	2125	83,518	85,812	82,862	82,862
OTHER MAINTENANCE - ISF	2128	10,183	17,852	2,805	2,805
GROUNDS-MAINTENANCE SUPPLIES	2138	7,509	14,528	20,500	20,500
MEMBERSHIPS & DUES	2141	210	0	741	741
EDUCATION ALLOWANCE	2154	0	0	500	500
INDIRECT COST RECOVERY	2158	187,829	132,640	129,851	129,851
MISC. PAYMENTS	2159	514	498	43,648	43,648
PRINTING/BINDING-NOT ISF	2171	0	357	750	750
BOOKS & PUBLICATIONS	2172	0	299	2,300	2,300
OFFICE SUPPLIES	2173	4,953	7,398	9,400	9,400
MAIL CENTER - ISF	2174	5,268	5,509	5,523	5,523
PURCHASING CHARGES - ISF	2176	11,844	21,595	13,012	13,012
GRAPHICS CHARGES - ISF	2177	6	57	1,500	1,500
COPY MACHINE CHGS - ISF	2178	296	272	296	296
MISC. OFFICE EXPENSE	2179	250	0	0	0
STORES - ISF	2181	738	651	1,100	1,100
INFORMATION TECHNOLOGY- ISF	2192	2,472	1,875	3,250	3,250
COMPUTER SERVICES NON ISF	2195	0	0	10,000	10,000
OTHER PROF & SPEC SERVICE	2199	58,191	102,868	68,466	68,466
TEMPORARY HELP	2200	113,701	76,512	120,000	120,000
ATTORNEY SERVICES	2202	879	0	0	0
SPECIAL SERVICES - ISF	2205	952	582	1,472	1,472
EMPLOYEE HEALTH SERVICES	2211	12,332	4,500	13,007	13,007
COUNTY GIS EXPENSE	2214	0	0	1,000	1,000
RENT/LEASES EQUIP-NOT ISF	2271	0	0	1,000	1,000
SMALL TOOLS & INSTRUMENTS	2291	0	0	3,800	3,800
MINOR EQUIPMENT-OTHER	2292	16,890	41,796	33,720	33,720
COMPUTER EQUIP <5000	2293	2,840	2,651	4,000	4,000
FURNITURE/FIXTURES <5000	2294	6,194	3,389	6,000	6,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
SPECIAL DEPT. EXP. - 01	2301	1,102,035	1,547,687	2,148,360
SPECIAL DEPT. EXP. - 02	2302	129,915	126,310	133,726
SPECIAL DEPT. EXP. - 05	2305	30,713	30,697	34,760
TRANS. CHARGES - ISF	2521	37,801	42,940	64,142
CONF. & SEMINARS EXPENSE	2523	349	0	5,500
GAS/DIESEL FUEL	2525	10,818	10,124	11,092
CONFER & SEMINAR EXPENSE ISF	2526	1,508	7,320	0
MOTORPOOL-ISF	2528	146	9	162
TOTAL SERVICES AND SUPPLIES		<u>2,661,963</u>	<u>3,085,976</u>	<u>3,880,950</u>
DEPRECIATION EXPENSE	3611	28,212	34,096	38,085
INTERFUND EXP - ADMIN	3902	397,601	373,417	392,204
TOTAL OTHER CHARGES		<u>425,813</u>	<u>407,513</u>	<u>430,289</u>
TOTAL OPERATING EXPENSE		5,598,352	6,085,432	7,113,865
OPERATING INCOME (LOSS)		471,435	553,820	102,146

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS	8911	10,290	9,413	10,369
TOTAL REV- USE OF MONEY & PROPERTY		<u>10,290</u>	<u>9,413</u>	<u>10,369</u>
CY CASH PROCEEDS FA SALE	9821	3,383	0	0
GAIN/LOSS DISP FIXED ASST	9822	3,670	0	0
FA SYSTEM SALE PROCEEDS	9823	(3,670)	0	0
TOTAL OTHER FINANCING SOURCES		<u>3,383</u>	<u>0</u>	<u>0</u>
TOTAL NON-OPERATING REVENUE(EXPENSE)		13,673	9,413	10,369
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS		485,108	563,233	112,515

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR	5121	(85,639)	(88,961)	(112,312)
TOTAL OTHER FINANCING USES		<u>(85,639)</u>	<u>(88,961)</u>	<u>(112,312)</u>
TOTAL OPERATING TRANSFERS		(85,639)	(88,961)	(112,312)

CHANGE IN NET ASSETS	399,469	474,272	203	203
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
OTHER EQUIPMENT	4889	22,302	54,135	53,000
EQUIPMENT CONTRA ACCT.	4993	(22,302)	0	0
TOTAL FIXED ASSETS		0	54,135	53,000
TOTAL FIXED ASSETS		0	54,135	53,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3170 FACILITIES-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

FACILITIES PROJECTS - 7112

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	8,678,557	4,742,172	7,244,308	7,244,308	7,244,308
TOTAL REVENUES	<u>7,044,544</u>	<u>3,603,397</u>	<u>7,132,897</u>	<u>7,132,897</u>	<u>7,132,897</u>
NET COUNTY COST	1,634,013	1,138,775	111,411	111,411	111,411
AUTH POSITIONS			10	10	10
FTE POSITIONS			10	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 G13 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.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
FACILITIES - ISF 9707	174,255	157,150	245,397	245,397
FACILITIES PROJECTS - ISF 9719	1,627,548	1,459,166	1,881,000	1,881,000
TOTAL CHARGES FOR SERVICES	1,801,804	1,616,316	2,126,397	2,126,397
OTHER REVENUE - MISC 9772	1,624,588	1,981,769	5,000,000	5,000,000
OTHER GRANT REVENUE 9779	171	0	0	0
TOTAL MISCELLANEOUS REVENUES	1,624,758	1,981,769	5,000,000	5,000,000
TOTAL OPERATING INCOME	3,426,562	3,598,085	7,126,397	7,126,397

OPERATING EXPENSE				
REGULAR SALARIES 1101	709,921	691,508	835,790	835,790
EXTRA HELP 1102	23,546	0	0	0
OVERTIME 1105	35	0	1,500	1,500
SUPPLEMENTAL PAYMENTS 1106	36,450	36,531	38,594	38,594
TERMINATIONS/BUYDOWNS 1107	21,287	22,839	17,478	17,478
RETIREMENT CONTRIBUTION 1121	129,062	134,242	181,112	181,112
OASDI CONTRIBUTION 1122	42,796	42,302	54,815	54,815
FICA-MEDICARE 1123	10,661	10,148	12,966	12,966
SAFE HARBOR 1124	2,047	0	0	0
GROUP INSURANCE 1141	65,176	62,010	75,828	75,828
LIFE INS/DEPT HEADS & MGT 1142	45	43	48	48
STATE UNEMPLOYMENT INS 1143	1,431	1,045	1,116	1,116
MANAGEMENT DISABILITY INS 1144	1,196	1,161	1,200	1,200
WORKERS' COMPENSATION INS 1165	10,344	9,901	18,616	18,616
401K PLAN 1171	12,039	11,932	14,694	14,694
TOTAL SALARIES AND EMPLOYEE BENEFIT:	1,066,034	1,023,662	1,253,757	1,253,757
UNIFORM ALLOWANCE 2022	212	300	300	300
SAFETY CLOTH & SUPPLIES 2023	754	659	900	900
TELEPHONE CHGS - NON ISF 2032	4,844	5,922	6,700	6,700
VOICE/DATA - ISF 2033	8,131	12,074	8,822	8,822
HOUSEKPG/GRNDS-ISF CHARGS 2059	529	0	0	0
GENERAL INSUR ALLOCATION - ISF 2071	5,340	5,883	6,498	6,498
MAINTENANCE CONTRACTS 2108	181,917	170,000	240,000	240,000
FACIL/MATLS SQ FT ALLOC-ISF 2125	27,901	30,540	30,797	30,797
INDIRECT COST RECOVERY 2158	45,556	36,911	41,946	41,946

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
MISC. PAYMENTS	2159	791	144	0
OFFICE SUPPLIES	2173	2,964	2,568	3,500
MAIL CENTER - ISF	2174	5,262	5,516	5,514
PURCHASING CHARGES - ISF	2176	35,910	34,765	34,792
GRAPHICS CHARGES - ISF	2177	2,969	1,026	2,000
COPY MACHINE CHGS - ISF	2178	1,182	1,087	1,182
STORES - ISF	2181	745	417	850
INFORMATION TECHNOLOGY- ISF	2192	699	1,059	1,100
OTHER PROF & SPEC SERVICE	2199	0	0	20,000
ATTORNEY SERVICES	2202	1,388	272	0
SPECIAL SERVICES - ISF	2205	1,230	344	1,200
SMALL TOOLS & INSTRUMENTS	2291	907	767	1,600
COMPUTER EQUIP <5000	2293	343	8,183	9,000
FURNITURE/FIXTURES <5000	2294	0	0	3,000
SPECIAL DEPT. EXP. - 01	2301	71,582	1,000,000	0
SPECIAL DEPT. EXP. - 02	2302	1,641,681	1,981,769	5,000,000
SPECIAL DEPT. EXP. - 03	2303	57,371	50,001	60,548
SPECIAL DEPT. EXP. - 04	2304	6,589	16,699	5,000
TRANS. CHARGES - ISF	2521	13,865	38,609	42,254
PRIVATE VEHICLE MILEAGE	2522	102	0	1,000
CONF. & SEMINARS EXPENSE	2523	0	0	500
GAS/DIESEL FUEL	2525	4,754	4,583	8,698
CONFER & SEMINAR EXPENSE ISF	2526	78	53	0
MOTORPOOL-ISF	2528	441	209	0
TOTAL SERVICES AND SUPPLIES		2,126,035	3,410,360	5,537,701
INTERFUND EXP - ADMIN	3902	181,700	174,709	184,381
TOTAL OTHER CHARGES		181,700	174,709	184,381
TOTAL OPERATING EXPENSE		3,373,769	4,608,731	6,975,839
OPERATING INCOME (LOSS)		52,793	(1,010,646)	150,558

NON-OPERATING REVENUE(EXPENSE)

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	6,348	5,312	6,500	6,500
TOTAL REV- USE OF MONEY & PROPERTY	6,348	5,312	6,500	6,500
TOTAL NON-OPERATING REVENUE(EXPENSE)	6,348	5,312	6,500	6,500
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	59,141	(1,005,334)	157,058	157,058

OPERATING TRANSFERS				
INTRAFUND COST ALLOC INCR 5121	(128,458)	(133,441)	(168,469)	(168,469)
TOTAL OTHER FINANCING USES	(128,458)	(133,441)	(168,469)	(168,469)
TOTAL OPERATING TRANSFERS	(128,458)	(133,441)	(168,469)	(168,469)

CHANGE IN NET ASSETS	(69,318)	(1,138,775)	(11,411)	(11,411)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

FIXED ASSETS				
OTHER EQUIPMENT 4889	0	0	100,000	100,000
TOTAL FIXED ASSETS	0	0	100,000	100,000
TOTAL FIXED ASSETS	0	0	100,000	100,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3200 PERSONNEL SERVICES-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

PERSONNEL SERVICES ISF - 2520

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	1,033,661	915,195	779,977	779,977	779,977
TOTAL REVENUES	<u>953,661</u>	<u>976,625</u>	<u>462,531</u>	<u>462,531</u>	<u>462,531</u>
NET COUNTY COST	80,000	(61,430)	317,446	317,446	317,446
AUTH POSITIONS			2	2	2
FTE POSITIONS			2	2	2

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.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
INDIRECT COST RECOVERY 9411	0	0	246	246
OTHER INTERFUND CHARGES 9412	157,234	158,813	115,898	115,898
PERSONNEL SERVICES 9471	847,086	814,012	343,887	343,887
TOTAL CHARGES FOR SERVICES	1,004,320	972,825	460,031	460,031
TOTAL OPERATING INCOME	1,004,320	972,825	460,031	460,031

OPERATING EXPENSE				
REGULAR SALARIES 1101	201,799	211,758	162,273	162,273
EXTRA HELP 1102	1,905	792	0	0
SUPPLEMENTAL PAYMENTS 1106	9,880	11,406	6,719	6,719
TERMINATIONS/BUYDOWNS 1107	10,411	22,784	15,000	15,000
RETIREMENT CONTRIBUTION 1121	40,562	47,014	36,166	36,166
OASDI CONTRIBUTION 1122	13,319	14,996	9,857	9,857
FICA-MEDICARE 1123	3,142	3,518	2,299	2,299
SAFE HARBOR 1124	164	68	0	0
RETIREE HLTH PYMT 1099 1128	0	5,847	0	0
GROUP INSURANCE 1141	18,284	20,534	14,208	14,208
LIFE INS/DEPT HEADS & MGT 1142	122	130	96	96
STATE UNEMPLOYMENT INS 1143	409	323	191	191
MANAGEMENT DISABILITY INS 1144	477	519	382	382
WORKERS' COMPENSATION INS 1165	1,693	2,309	1,916	1,916
401K PLAN 1171	5,438	6,074	2,904	2,904
TOTAL SALARIES AND EMPLOYEE BENEFIT:	307,605	348,072	252,011	252,011
VOICE/DATA - ISF 2033	2,627	2,486	1,216	1,216
GENERAL INSUR ALLOCATION - ISF 2071	1,453	1,597	581	581
FACIL/MATLS SQ FT ALLOC-ISF 2125	5,934	6,192	1,907	1,907
OTHER MAINTENANCE - ISF 2128	100	0	0	0
MEMBERSHIPS & DUES 2141	1,044	1,500	1,000	1,000
EDUCATION ALLOWANCE 2154	0	465	0	0
INDIRECT COST RECOVERY 2158	14,261	12,898	37,584	37,584
MISC. PAYMENTS 2159	85	0	0	0
PRINTING/BINDING-NOT ISF 2171	120	1,000	1,000	1,000
BOOKS & PUBLICATIONS 2172	1,422	1,500	1,000	1,000
OFFICE SUPPLIES 2173	2,443	2,500	1,000	1,000

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
MAIL CENTER - ISF	2174	3,667	339	3,940	3,940
PURCHASING CHARGES - ISF	2176	1,793	3,175	1,695	1,695
GRAPHICS CHARGES - ISF	2177	11,136	8,000	3,000	3,000
COPY MACHINE CHGS - ISF	2178	332	282	332	332
MISC. OFFICE EXPENSE	2179	402	200	100	100
STORES - ISF	2181	119	500	0	0
INFORMATION TECHNOLOGY- ISF	2192	24,777	21,798	8,411	8,411
OTHER PROF & SPEC SERVICE	2199	216,893	281,500	259,000	259,000
ATTORNEY SERVICES	2202	0	36,000	40,000	40,000
SPECIAL SERVICES - ISF	2205	6	825	600	600
MINOR EQUIPMENT-OTHER	2292	62	0	0	0
COMPUTER EQUIP <5000	2293	4,718	2,500	1,500	1,500
PRIVATE VEHICLE MILEAGE	2522	116	500	500	500
CONF. & SEMINARS EXPENSE	2523	3,537	5,500	4,500	4,500
CONFER & SEMINAR EXPENSE ISF	2526	148	647	0	0
TOTAL SERVICES AND SUPPLIES		297,196	391,904	368,866	368,866
INTERFUND EXP - ADMIN	3902	133,628	175,219	159,100	159,100
TOTAL OTHER CHARGES		133,628	175,219	159,100	159,100
TOTAL OPERATING EXPENSE		738,429	915,195	779,977	779,977
OPERATING INCOME (LOSS)		265,890	57,630	(319,946)	(319,946)

NON-OPERATING REVENUE(EXPENSE)					
INTEREST EARNINGS	8911	2,848	3,800	2,500	2,500
TOTAL REV- USE OF MONEY & PROPERTY		2,848	3,800	2,500	2,500
TOTAL NON-OPERATING REVENUE(EXPENSE)		2,848	3,800	2,500	2,500
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS		268,738	61,430	(317,446)	(317,446)
CHANGE IN NET ASSETS		268,738	61,430	(317,446)	(317,446)

NET ASSETS - BEGINNING BALANCE
NET ASSETS - ENDING BALANCE

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3230 UNEMPLOYMENT INS-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

UNEMPLOYMENT INSURANCE - 2540

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	1,191,682	872,922	1,123,587	1,123,587	1,123,587
TOTAL REVENUES	<u>861,057</u>	<u>875,599</u>	<u>708,862</u>	<u>708,862</u>	<u>708,862</u>
NET COUNTY COST	330,625	(2,677)	414,725	414,725	414,725

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 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5

OPERATING INCOME					
UNEMPLOYMENT INS	9713	1,138,598	866,420	700,862	700,862
TOTAL CHARGES FOR SERVICES		1,138,598	866,420	700,862	700,862
TOTAL OPERATING INCOME		1,138,598	866,420	700,862	700,862

OPERATING EXPENSE					
OTHER INSURANCE	2079	1,001,119	847,757	1,100,000	1,100,000
INDIRECT COST RECOVERY	2158	271	6,647	5,446	5,446
PURCHASING CHARGES - ISF	2176	34	31	31	31
OTHER PROF & SPEC SERVICE	2199	6,547	6,876	7,000	7,000
TOTAL SERVICES AND SUPPLIES		1,007,970	861,311	1,112,477	1,112,477
INTERFUND EXP - ADMIN	3902	8,444	11,611	11,110	11,110
TOTAL OTHER CHARGES		8,444	11,611	11,110	11,110
TOTAL OPERATING EXPENSE		1,016,414	872,922	1,123,587	1,123,587
OPERATING INCOME (LOSS)		122,184	(6,502)	(422,725)	(422,725)

NON-OPERATING REVENUE(EXPENSE)					
INTEREST EARNINGS	8911	10,090	9,179	8,000	8,000
TOTAL REV- USE OF MONEY & PROPERTY		10,090	9,179	8,000	8,000
TOTAL NON-OPERATING REVENUE(EXPENSE)		10,090	9,179	8,000	8,000
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS		132,274	2,677	(414,725)	(414,725)
CHANGE IN NET ASSETS		132,274	2,677	(414,725)	(414,725)

NET ASSETS - BEGINNING BALANCE
NET ASSETS - ENDING BALANCE

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3240 MEDICAL INSURANCE-ISF
 SERVICE ACTIVITY: UNCLASSIFIED

MEDICAL INSURANCE - 2550

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	7,937,380	7,725,594	7,981,782	7,981,782	7,981,782
TOTAL REVENUES	<u>7,789,427</u>	<u>7,423,638</u>	<u>7,613,611</u>	<u>7,613,611</u>	<u>7,613,611</u>
NET COUNTY COST	147,953	301,956	368,171	368,171	368,171
AUTH POSITIONS			17	17	17
FTE POSITIONS			16	16	16

BUDGET UNIT DESCRIPTION:

The County Executive Office - Human Resources Division administers the Medical Insurance ISF, which includes centralized Benefits Administration of a variety of benefit plans & programs including the Flexible Benefits Program, group life insurance, group disability benefit programs, Employee Emergency Assistance Program, retiree health insurance and supplemental benefits, Medical Maintenance Reimbursements, Absence Management & Leave of Absence Program, Transportation Benefit Reimbursement Account Program, Employee Assistance Program (EAP), Wellness Program, and Work/Life Program.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL		2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1		2	3	4	5
OPERATING INCOME					
FORFEITURES AND PENALTIES	8831	65,174	52,857	32,637	32,637
TOTAL FINES, FORFEITURES & PENALTY		65,174	52,857	32,637	32,637
INDIRECT COST RECOVERY	9411	0	13,208	0	0
OTHER INTERFUND CHARGES	9412	139,504	106,383	57,623	57,623
PERSONNEL SERVICES	9471	83,391	82,000	10,000	10,000
TOTAL CHARGES FOR SERVICES		222,895	201,591	67,623	67,623
OTHER REVENUE - MISC	9772	7,352,727	7,125,195	7,471,351	7,471,351
CASH OVERAGE	9797	36	0	0	0
TOTAL MISCELLANEOUS REVENUES		7,352,763	7,125,195	7,471,351	7,471,351
TOTAL OPERATING INCOME		7,640,832	7,379,643	7,571,611	7,571,611

OPERATING EXPENSE					
REGULAR SALARIES	1101	921,550	1,021,483	1,079,381	1,079,381
EXTRA HELP	1102	18,905	(792)	5,000	5,000
SUPPLEMENTAL PAYMENTS	1106	28,503	32,775	31,949	31,949
TERMINATIONS/BUYDOWNS	1107	69,880	91,828	103,500	103,500
RETIREMENT CONTRIBUTION	1121	185,878	221,931	243,934	243,934
OASDI CONTRIBUTION	1122	60,092	63,782	67,484	67,484
FICA-MEDICARE	1123	14,484	15,966	15,965	15,965
SAFE HARBOR	1124	3,603	2,907	2,892	2,892
RETIREE HLTH PYMT 1099	1128	20,149	17,892	18,500	18,500
GROUP INSURANCE	1141	97,857	108,694	109,032	109,032
LIFE INS/DEPT HEADS & MGT	1142	634	712	696	696
STATE UNEMPLOYMENT INS	1143	1,844	1,513	1,321	1,321
MANAGEMENT DISABILITY INS	1144	2,182	2,504	2,631	2,631
WORKERS' COMPENSATION INS	1165	7,846	10,522	13,287	13,287
401K PLAN	1171	23,367	27,353	27,316	27,316
S & EB CURR YEAR ADJ INCREASE	1991	111,599	0	0	0
S & EB CURR YEAR ADJ DECREASE	1992	(111,599)	0	0	0
TOTAL SALARIES AND EMPLOYEE BENEFIT:		1,456,775	1,619,070	1,722,888	1,722,888
MEDICAL REIMBURSEMENT	2026	0	0	1,200	1,200
TELEPHONE CHGS - NON ISF	2032	43	500	700	700
VOICE/DATA - ISF	2033	11,720	13,435	21,495	21,495
GENERAL INSUR ALLOCATION - ISF	2071	8,527	8,873	8,960	8,960
OFFICE EQUIP. MAINTENANCE	2102	1,571	0	2,000	2,000

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
MAINTENANCE CONTRACTS 2108	0	600	600	600
FACIL/MATLS SQ FT ALLOC-ISF 2125	29,199	30,479	29,940	29,940
OTHER MAINTENANCE - ISF 2128	80	1,500	1,250	1,250
MEMBERSHIPS & DUES 2141	970	2,400	2,400	2,400
CASH SHORTAGE 2151	14	6	0	0
EDUCATION ALLOWANCE 2154	2,701	5,205	5,000	5,000
INDIRECT COST RECOVERY 2158	61,190	0	49,814	49,814
MISC. PAYMENTS 2159	56	100	1,100	1,100
PRINTING/BINDING-NOT ISF 2171	5,489	12,533	16,500	16,500
BOOKS & PUBLICATIONS 2172	2,977	5,500	6,000	6,000
OFFICE SUPPLIES 2173	11,391	19,622	13,250	13,250
MAIL CENTER - ISF 2174	18,837	15,212	20,150	20,150
PURCHASING CHARGES - ISF 2176	1,647	5,227	3,759	3,759
GRAPHICS CHARGES - ISF 2177	45,908	49,000	50,500	50,500
COPY MACHINE CHGS - ISF 2178	4,614	3,513	4,614	4,614
MISC. OFFICE EXPENSE 2179	2,461	2,100	2,100	2,100
STORES - ISF 2181	243	250	1,000	1,000
INFORMATION TECHNOLOGY- ISF 2192	158,827	149,810	152,089	152,089
COMPUTER SERVICES NON ISF 2195	0	12,000	0	0
OTHER PROF & SPEC SERVICE 2199	228,203	287,645	296,000	296,000
ATTORNEY SERVICES 2202	0	500	0	0
SPECIAL SERVICES - ISF 2205	6,803	6,300	6,800	6,800
EMPLOYEE HEALTH SERVICES 2211	17,836	16,000	23,000	23,000
BUILD LEASES & RENTALS 2281	34,732	34,020	34,020	34,020
STORAGE CHARGES 2283	2,214	673	1,866	1,866
MINOR EQUIPMENT-OTHER 2292	0	1,750	2,000	2,000
COMPUTER EQUIP <5000 2293	20,652	9,000	24,000	24,000
FURNITURE/FIXTURES <5000 2294	4,090	4,000	4,000	4,000
SPECIAL DEPT. EXP. - 01 2301	4,672,173	4,900,125	5,000,000	5,000,000
PRIVATE VEHICLE MILEAGE 2522	799	1,300	1,300	1,300
CONF. & SEMINARS EXPENSE 2523	2,424	9,500	9,000	9,000
CONFER & SEMINAR EXPENSE ISF 2526	1,671	4,156	500	500
CAPITALIZED SVCS & SUPP INCREASE 2993	(2,917)	0	0	0
TOTAL SERVICES AND SUPPLIES	5,357,144	5,612,834	5,796,907	5,796,907
DEPRECIATION EXPENSE 3611	31,669	35,304	34,875	34,875

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
INTERFUND EXP - ADMIN 3902	337,726	458,386	427,112	427,112
TOTAL OTHER CHARGES	369,395	493,690	461,987	461,987
TOTAL OPERATING EXPENSE	7,183,314	7,725,594	7,981,782	7,981,782
OPERATING INCOME (LOSS)	457,518	(345,951)	(410,171)	(410,171)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS 8911	12,009	13,995	12,000	12,000
TOTAL REV- USE OF MONEY & PROPERTY	12,009	13,995	12,000	12,000
TOTAL NON-OPERATING REVENUE(EXPENSE)	12,009	13,995	12,000	12,000
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	469,526	(331,956)	(398,171)	(398,171)

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

CHANGE IN NET ASSETS	499,526	(301,956)	(368,171)	(368,171)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3250 EMPLOYEE BENEFITS MISC IS
 SERVICE ACTIVITY: UNCLASSIFIED

WAGE SUPPLEMENT - 2590

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	86,103	66,875	80,052	80,052	80,052
TOTAL REVENUES	<u>55,700</u>	<u>49,724</u>	<u>55,275</u>	<u>55,275</u>	<u>55,275</u>
NET COUNTY COST	30,403	17,151	24,777	24,777	24,777

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 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5

OPERATING INCOME				
WAGE SUPPLEMENT PLAN PREM	9742	50,691	49,444	55,000
TOTAL MISCELLANEOUS REVENUES		50,691	49,444	55,000
TOTAL OPERATING INCOME		50,691	49,444	55,000

OPERATING EXPENSE				
PYMTS-WAGE SUPPLEMNT PLAN	2081	42,008	40,772	60,000
INDIRECT COST RECOVERY	2158	3,561	1,601	1,184
TOTAL SERVICES AND SUPPLIES		45,569	42,373	61,184
INTERFUND EXP - ADMIN	3902	18,129	24,502	18,868
TOTAL OTHER CHARGES		18,129	24,502	18,868
TOTAL OPERATING EXPENSE		63,698	66,875	80,052
OPERATING INCOME (LOSS)		(13,007)	(17,431)	(25,052)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST EARNINGS	8911	481	280	275
TOTAL REV- USE OF MONEY & PROPERTY		481	280	275
TOTAL NON-OPERATING REVENUE(EXPENSE)		481	280	275

INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(12,526)	(17,151)	(24,777)	(24,777)
CHANGE IN NET ASSETS	(12,526)	(17,151)	(24,777)	(24,777)

NET ASSETS - BEGINNING BALANCE
NET ASSETS - ENDING BALANCE

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3280 NETWORK SERVICES ISF
 SERVICE ACTIVITY: UNCLASSIFIED

NETWORK SERVICES-ISF - 7230

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	19,554,958	18,310,004	24,368,720	24,368,720	24,368,720
TOTAL REVENUES	<u>14,728,555</u>	<u>16,089,096</u>	<u>14,617,212</u>	<u>14,617,212</u>	<u>14,617,212</u>
NET COUNTY COST	4,826,403	2,220,908	9,751,508	9,751,508	9,751,508
AUTH POSITIONS				42	42
FTE POSITIONS				40	40

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 voice and data network for all on-line systems and applications. The Data Network supports over 14,000 devices while the Voice Network provides telephone service for over 9,000 devices. Network Services engineers and maintains a countywide microwave network with over 65 sites and supports and maintains the Public Safety radio network. 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 is also a responsibility of Network Services.

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
RADIO - ISF 9441	3,426,862	3,533,830	3,900,188	3,900,188
TELEPHONE/DATA COMM - ISF 9442	11,315,258	11,994,698	10,167,664	10,167,664
TOTAL CHARGES FOR SERVICES	14,742,120	15,528,528	14,067,852	14,067,852
OTHER REVENUE - MISC 9772	580,317	581,721	529,360	529,360
TOTAL MISCELLANEOUS REVENUES	580,317	581,721	529,360	529,360
TOTAL OPERATING INCOME	15,322,437	16,110,249	14,597,212	14,597,212

OPERATING EXPENSE				
REGULAR SALARIES 1101	2,490,152	2,798,514	3,094,929	3,094,929
EXTRA HELP 1102	26,486	48,454	25,366	25,366
OVERTIME 1105	112,020	127,227	100,409	100,409
SUPPLEMENTAL PAYMENTS 1106	132,635	143,640	143,451	143,451
TERMINATIONS/BUYDOWNS 1107	104,972	119,907	103,083	103,083
RETIREMENT CONTRIBUTION 1121	497,388	574,321	688,667	688,667
OASDI CONTRIBUTION 1122	166,643	179,597	187,598	187,598
FICA-MEDICARE 1123	40,651	43,780	44,899	44,899
SAFE HARBOR 1124	0	140	0	0
RETIREE HLTH PYMT 1099 1128	9,338	7,949	7,787	7,787
GROUP INSURANCE 1141	250,006	257,009	269,952	269,952
LIFE INS/DEPT HEADS & MGT 1142	484	623	624	624
STATE UNEMPLOYMENT INS 1143	5,362	4,443	4,692	4,692
MANAGEMENT DISABILITY INS 1144	2,608	3,396	2,882	2,882
WORKERS' COMPENSATION INS 1165	37,635	54,495	57,067	57,067
401K PLAN 1171	40,375	52,113	53,596	53,596
S & EB CURR YEAR ADJ DECREASE 1992	(211,702)	(266,363)	0	0
TOTAL SALARIES AND EMPLOYEE BENEFIT:	3,705,054	4,149,245	4,785,002	4,785,002
MISC. CLOTH & PERSONAL SU 2021	2,982	3,000	3,600	3,600
SAFETY CLOTH & SUPPLIES 2023	3,684	3,000	3,800	3,800
RADIO EXPENSE - NON ISF 2031	56	0	0	0
TELEPHONE CHGS - NON ISF 2032	2,774,368	2,925,000	2,809,760	2,809,760
VOICE/DATA - ISF 2033	14,566	319	0	0
GENERAL INSUR ALLOCATION - ISF 2071	22,455	25,510	47,719	47,719
COMM. EQUIP. MAINTENANCE 2103	53,689	35,000	135,000	135,000
MAINTENANCE CONTRACTS 2108	202,477	302,467	229,978	229,978

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
BUILDING MAINTENANCE	2121	16,955	17,941	18,700	18,700
FACIL/MATLS SQ FT ALLOC-ISF	2125	189,218	155,841	186,709	186,709
OTHER MAINTENANCE - ISF	2128	6,830	3,000	6,500	6,500
MEMBERSHIPS & DUES	2141	985	465	1,200	1,200
EDUCATION ALLOWANCE	2154	0	2,000	1,500	1,500
INDIRECT COST RECOVERY	2158	199,632	149,788	105,589	105,589
MISC. PAYMENTS	2159	(25)	5,333	0	0
BOOKS & PUBLICATIONS	2172	369	0	0	0
OFFICE SUPPLIES	2173	0	500	0	0
MAIL CENTER - ISF	2174	1,720	200	0	0
PURCHASING CHARGES - ISF	2176	41,496	41,158	41,350	41,350
GRAPHICS CHARGES - ISF	2177	0	0	0	0
COPY MACHINE CHGS - ISF	2178	3,534	4,900	4,500	4,500
MISC. OFFICE EXPENSE	2179	2,012	500	750	750
STORES - ISF	2181	13,900	42,000	42,500	42,500
INFORMATION TECHNOLOGY- ISF	2192	752,849	583,407	289,366	289,366
COMPUTER SERVICES NON ISF	2195	749,876	790,015	670,220	670,220
OTHER PROF & SPEC SERVICE	2199	172,120	507,696	997,060	997,060
ATTORNEY SERVICES	2202	2,174	8,878	2,000	2,000
SPECIAL SERVICES - ISF	2205	123	500	1,650	1,650
EMPLOYEE HEALTH SERVICES	2211	1,517	2,800	800	800
COUNTY GIS EXPENSE	2214	28	203	0	0
RENT/LEASES EQUIP-NOT ISF	2271	64	0	100	100
BUILD LEASES & RENTALS	2281	277,688	333,330	337,163	337,163
STORAGE CHARGES	2283	757	200	200	200
SMALL TOOLS & INSTRUMENTS	2291	0	0	2,000	2,000
MINOR EQUIPMENT-OTHER	2292	1,286,180	1,891,481	1,292,350	1,292,350
COMPUTER EQUIP <5000	2293	15,286	10,450	12,070	12,070
FURNITURE/FIXTURES <5000	2294	0	13,300	12,180	12,180
INSTALLS-ELEC EQUIP ISF	2295	11,951	1,402	12,000	12,000
TRANS. CHARGES - ISF	2521	119,498	81,041	106,436	106,436
PRIVATE VEHICLE MILEAGE	2522	1,032	0	200	200
CONF. & SEMINARS EXPENSE	2523	38,646	16,775	15,860	15,860
FREIGHT & EXPENSE	2524	0	50	0	0
GAS/DIESEL FUEL	2525	50,412	54,000	53,779	53,779
CONFER & SEMINAR EXPENSE ISF	2526	3,048	508	0	0
MOTORPOOL-ISF	2528	265	784	500	500
MISC. TRANS. & TRAVEL	2529	582	0	400	400

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
CAPITALIZED SVCS & SUPP DECREASE 2994	(25,242)	(84,073)	0	0
TOTAL SERVICES AND SUPPLIES	7,009,755	7,930,669	7,445,489	7,445,489
DEPRECIATION EXPENSE 3611	1,550,315	1,851,543	2,317,486	2,317,486
INTERFUND EXP - ADMIN 3902	1,499,575	1,807,047	1,669,243	1,669,243
TOTAL OTHER CHARGES	3,049,890	3,658,590	3,986,729	3,986,729
TOTAL OPERATING EXPENSE	13,764,700	15,738,504	16,217,220	16,217,220
OPERATING INCOME (LOSS)	1,557,737	371,745	(1,620,008)	(1,620,008)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST L/T TECP 3412	(17,810)	(161,500)	(384,900)	(384,900)
INT ON LEASE PURCHASE PAY 3453	0	(60,000)	0	0
TOTAL OTHER CHARGES	(17,810)	(221,500)	(384,900)	(384,900)
INTEREST EARNINGS 8911	58,413	26,000	20,000	20,000
TOTAL REV- USE OF MONEY & PROPERTY	58,413	26,000	20,000	20,000
GAIN/LOSS DISP FIXED ASST 9822	0	(97,890)	0	0
TOTAL OTHER FINANCING SOURCES	0	(97,890)	0	0
TOTAL NON-OPERATING REVENUE(EXPENSE)	40,603	(293,390)	(364,900)	(364,900)
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	1,598,340	78,355	(1,984,908)	(1,984,908)

OPERATING TRANSFERS				
PROCEEDS OF LT DEBT 9843	0	50,737	0	0
INSURANCE PROCEEDS 9851	241,757	0	0	0
TOTAL OTHER FINANCING SOURCES	241,757	50,737	0	0
TOTAL OPERATING TRANSFERS	241,757	50,737	0	0

CHANGE IN NET ASSETS	1,840,097	129,092	(1,984,908)	(1,984,908)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

RETIREMENT OF LONG TERM DEBT				
OTHER LOAN PAYMENTS-PRINC 3312	835,544	0	800,000	800,000

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5

RETIREMENT OF LONG TERM DEBT				
DEBT CONTRA	3992	(835,544)	0	0
TOTAL OTHER CHARGES	0	0	800,000	800,000
TOTAL RETIREMENT OF LONG TERM DEBT	0	0	800,000	800,000

FIXED ASSETS				
COMPUTER EQUIPMENT	4862	10,493	17,076	0
COMPUTER SOFTWARE	4863	0	0	75,000
COMMUNICATION EQUIPMENT	4870	2,108,440	2,332,924	6,891,600
EQUIPMENT CONTRA ACCT.	4993	(2,223,270)	0	0
TOTAL FIXED ASSETS	(104,337)	2,350,000	6,966,600	6,966,600
TOTAL FIXED ASSETS	(104,337)	2,350,000	6,966,600	6,966,600

COUNTY OF VENTURA
STATE OF CALIFORNIA
BUDGET UNIT FINANCING USES DETAIL
 FOR FISCAL YEAR 2013-2014

FUND 3290 INFORMATION TECHNOLOGY SV
 SERVICE ACTIVITY: UNCLASSIFIED

INFORMATION TECHNOLOGY SERVICES DEPT - 7240

BUDGET OVERVIEW:

	FINAL BUDGET FY 2012-13	ACTUAL PRIOR YEAR FY 2012-13	REQUESTED BUDGET FY 2013-14	RECOMMENDED BUDGET FY 2013-14	ADOPTED BUDGET FY 2013-14
TOTAL APPROPRIATIONS	29,814,574	25,348,393	29,535,388	29,535,388	29,535,388
TOTAL REVENUES	<u>23,005,350</u>	<u>22,831,198</u>	<u>22,799,486</u>	<u>22,799,486</u>	<u>22,799,486</u>
NET COUNTY COST	6,809,224	2,517,195	6,735,902	6,735,902	6,735,902
AUTH POSITIONS				162	166
FTE POSITIONS				158	162

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 Enterprise Systems and Services. 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 departments and agencies with short-term and long-term planning assistance and with general business systems, acquisition and development guidelines. The GIS Application within the Enterprise Systems 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.

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING INCOME				
OTHER INTERFUND CHARGES 9412	1,499,575	1,807,047	1,669,243	1,669,243
EDP CHARGES - ISF 9703	21,263,076	19,667,863	20,113,737	20,113,737
TOTAL CHARGES FOR SERVICES	22,762,651	21,474,910	21,782,980	21,782,980
OTHER REVENUE - MISC 9772	814,239	860,298	616,949	616,949
TOTAL MISCELLANEOUS REVENUES	814,239	860,298	616,949	616,949
TOTAL OPERATING INCOME	23,576,890	22,335,208	22,399,929	22,399,929

OPERATING EXPENSE					
REGULAR SALARIES 1101	11,409,416	10,982,791	12,200,583	12,200,583	
EXTRA HELP 1102	31,245	53,272	18,278	18,278	
OVERTIME 1105	139,341	159,682	160,538	160,538	
SUPPLEMENTAL PAYMENTS 1106	413,688	400,845	449,817	449,817	
TERMINATIONS/BUYDOWNS 1107	393,477	411,182	379,869	379,869	
RETIREMENT CONTRIBUTION 1121	2,072,387	2,149,426	2,649,800	2,649,800	
OASDI CONTRIBUTION 1122	701,560	688,738	748,535	748,535	
FICA-MEDICARE 1123	174,561	168,268	181,763	181,763	
SAFE HARBOR 1124	4,686	5,073	0	0	
RETIREE HLTH PYMT 1099 1128	19,280	19,196	23,361	23,361	
GROUP INSURANCE 1141	945,488	915,466	980,352	980,352	
LIFE INS/DEPT HEADS & MGT 1142	1,520	1,461	1,776	1,776	
STATE UNEMPLOYMENT INS 1143	23,160	16,902	18,906	18,906	
MANAGEMENT DISABILITY INS 1144	9,194	8,820	10,201	10,201	
WORKERS' COMPENSATION INS 1165	87,764	95,777	111,986	111,986	
401K PLAN 1171	185,414	183,748	207,507	207,507	
CAPITALIZED LABOR DECREASE 1994	(28,932)	(26,386)	0	0	
TOTAL SALARIES AND EMPLOYEE BENEFIT:	16,583,252	16,234,261	18,143,272	18,143,272	
TELEPHONE CHGS - NON ISF 2032	29	1,002	1,320	1,320	
VOICE/DATA - ISF 2033	143,945	180,022	170,487	170,487	
RADIO COMMUNICATIONS - ISF 2034	696	0	0	0	
GENERAL INSUR ALLOCATION - ISF 2071	78,625	89,639	117,885	117,885	
MAINTENANCE CONTRACTS 2108	418,825	300,088	308,841	308,841	
FACIL/MATLS SQ FT ALLOC-ISF 2125	556,502	628,125	528,762	528,762	
OTHER MAINTENANCE - ISF 2128	6,251	7,994	9,400	9,400	
MEMBERSHIPS & DUES 2141	89	500	0	0	

COUNTY OF VENTURA
STATE OF CALIFORNIA

OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS	
1	2	3	4	5	
OPERATING EXPENSE					
EDUCATION ALLOWANCE	2154	2,491	9,432	6,000	6,000
INDIRECT COST RECOVERY	2158	445,955	209,138	244,273	244,273
MISC. PAYMENTS	2159	961	258	1,000	1,000
PRINTING/BINDING-NOT ISF	2171	44,319	4,587	0	0
BOOKS & PUBLICATIONS	2172	(21,472)	18,012	2,650	2,650
OFFICE SUPPLIES	2173	12,397	14,674	19,300	19,300
MAIL CENTER - ISF	2174	7,574	7,881	7,900	7,900
PURCHASING CHARGES - ISF	2176	28,940	42,685	43,250	43,250
GRAPHICS CHARGES - ISF	2177	160	2,750	500	500
COPY MACHINE CHGS - ISF	2178	5,165	9,336	7,900	7,900
MISC. OFFICE EXPENSE	2179	7,812	6,707	6,500	6,500
STORES - ISF	2181	4,288	769	1,050	1,050
INFORMATION TECHNOLOGY- ISF	2192	970	0	0	0
COMPUTER SERVICES NON ISF	2195	3,422,755	3,724,386	3,520,297	3,520,297
OTHER PROF & SPEC SERVICE	2199	420,542	2,479,522	3,141,300	3,141,300
ATTORNEY SERVICES	2202	7,261	20,499	11,000	11,000
SPECIAL SERVICES - ISF	2205	8,391	10,675	9,100	9,100
EMPLOYEE HEALTH SERVICES	2211	4,155	9,465	7,750	7,750
RENT/LEASES EQUIP-NOT ISF	2271	686	990	648	648
BUILD LEASES & RENTALS	2281	78,800	0	0	0
STORAGE CHARGES	2283	1,394	861	1,500	1,500
MINOR EQUIPMENT-OTHER	2292	11,464	28,314	12,000	12,000
COMPUTER EQUIP <5000	2293	57,712	80,260	222,600	222,600
FURNITURE/FIXTURES <5000	2294	18,545	23,270	47,250	47,250
TRANS. CHARGES - ISF	2521	0	0	4,800	4,800
PRIVATE VEHICLE MILEAGE	2522	6,852	6,669	8,100	8,100
CONF. & SEMINARS EXPENSE	2523	62,243	95,940	129,002	129,002
CONFER & SEMINAR EXPENSE ISF	2526	6,904	8,414	1,200	1,200
MOTORPOOL-ISF	2528	4,348	6,446	1,550	1,550
MISC. TRANS. & TRAVEL	2529	47	4,888	200	200
UTILITIES - OTHER	2541	473	435	0	0
TOTAL SERVICES AND SUPPLIES		5,857,092	8,034,633	8,595,315	8,595,315

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
OPERATING EXPENSE				
DEPRECIATION EXPENSE 3611	724,822	673,135	770,557	770,557
TOTAL OTHER CHARGES	724,822	673,135	770,557	770,557
TOTAL OPERATING EXPENSE	23,165,165	24,942,029	27,509,144	27,509,144
OPERATING INCOME (LOSS)	411,724	(2,606,821)	(5,109,215)	(5,109,215)

NON-OPERATING REVENUE(EXPENSE)				
INTEREST L/T TECP 3412	(316)	0	0	0
INT ON LEASE PURCHASE PAY 3453	0	(1,503)	0	0
TOTAL OTHER CHARGES	(316)	(1,503)	0	0
INTEREST EARNINGS 8911	32,511	16,164	5,000	5,000
TOTAL REV- USE OF MONEY & PROPERTY	32,511	16,164	5,000	5,000
CY CASH PROCEEDS FA SALE 9821	0	0	0	0
GAIN/LOSS DISP FIXED ASST 9822	(10,852)	(133,174)	(218,443)	(218,443)
TOTAL OTHER FINANCING SOURCES	(10,852)	(133,174)	(218,443)	(218,443)
TOTAL NON-OPERATING REVENUE(EXPENSE)	21,343	(118,513)	(213,443)	(213,443)
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	433,067	(2,725,334)	(5,322,658)	(5,322,658)

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

CHANGE IN NET ASSETS	1,146,067	(2,112,334)	(4,709,658)	(4,709,658)
NET ASSETS - BEGINNING BALANCE				
NET ASSETS - ENDING BALANCE				

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

COUNTY OF VENTURA
STATE OF CALIFORNIA
OPERATION OF INTERNAL SERVICE FUND
 OPERATIONAL STATEMENT FOR FISCAL YEAR 2013-14

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

OPERATING DETAIL	2011-12 ACTUAL	2012-13 ACTUAL ESTIMATED	2013-14 RECOMMENDED	2013-14 ADOPTED BY THE BOARD OF SUPERVISORS
1	2	3	4	5
FIXED ASSETS				
COMPUTER EQUIPMENT	4862	154,543	217,576	745,925
COMPUTER SOFTWARE	4863	519,320	87,060	1,280,319
EQUIPMENT CONTRAACCT.	4993	(680,657)	0	0
TOTAL FIXED ASSETS		<u>(6,794)</u>	<u>304,636</u>	<u>2,026,244</u>
TOTAL FIXED ASSETS		(6,794)	304,636	2,026,244